

ConsumerChoice QRG

Sale (Credit)

- Enter transaction amount and hit Green Checkmark
- Hit Confirm and Hand Terminal to Customer
- Consumer enters tip if prompted and chooses Card price then hits Confirm
- Tap, Insert, Swipe or manually enter card
- Consumer Hands device back to user
- Select to Print Merchant Copy, New Transaction or Back to Main Menu

Sale (Cash)

- Enter transaction amount and hit Green Checkmark
- Hit Confirm and Hand Terminal to Customer
- Consumer enters tip if prompted and chooses Cash price then hits Confirm
- Consumer Hands device back to user
- Input cash amount received and hit Green Checkmark
- Hit Next
- Select to Print Merchant Copy, New Transaction or Back to Main Menu

Credit (Card) Refund

- Choose Refund from the Main Menu
- Choose Card Refund
- Enter Amount and hit Green Checkmark

- Hit Next
- Enter Supervisor id and Password if prompted
- Tap, Insert, Swipe or manually enter card
- Please Sign Screen
- Choose Print Merchant Copy or Back to Main Menu

Cash Refund

- Choose Refund from the Main Menu
- Choose Cash Refund
- Enter Amount and hit Green Checkmark
- Hit Next
- Choose Print Merchant Copy or Back to Main Menu

Credit Void

- Choose Void from Main Menu
- Choose Void Card Transaction
- Select the transaction on screen that needs to be voided
- Choose Void
- Input Supervisor Id and Supervisor Password
- Choose Print Merchant Copy or Back to Main Menu

Reports (Open Batch)

- Choose Transaction Reports from Main Menu
- Choose Open Batch
- Choose Print Summary or Print All Transactions

Reports (Daily)

- Choose Transaction Reports from Main Menu
- Choose Daily
- Input Date and hit Next
- Choose Print Summary, Create Another Report, or Print All Transactions

Reports (Closed Batch)

- Choose Transaction Reports from Main Menu
- Choose Open Batch
- Choose Print Summary or Print All Transaction

Reports (Shift)

- Choose Transaction Reports from Main Menu
- Choose Shift
- Choose Print Summary or Print All Transactions

Reprint Last Receipt

- Hit Menu Icon
- Choose Reprint Last Receipt