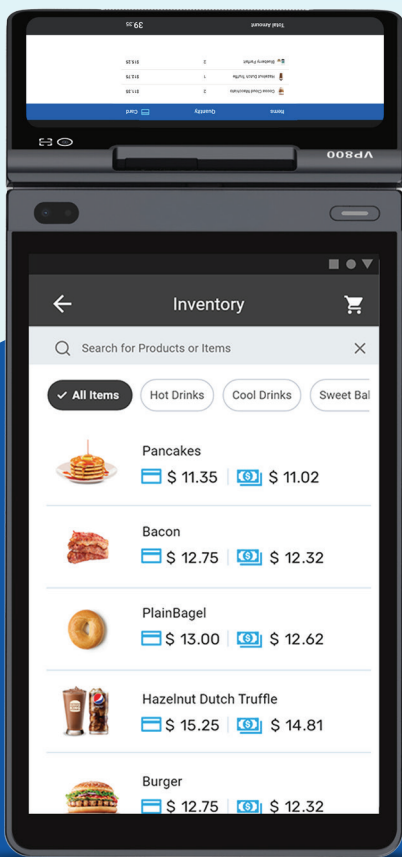


# Quick Reference Guide



# VP800

Android POS



# Transactions

## CREDIT SALE

1. Enter **Transaction Amount** and tap **Enter**.
2. **Swipe/Insert/Tap** card on **Present Card** screen.  
For **Manual Key Entry**, select the **Enter Manually** option.
3. **Sign** and **Tip** if prompted.
4. Select receipt delivery method.

## DEBIT SALE

1. Tap **Credit** until **Debit** is displayed.
2. Enter **Transaction Amount** and tap **Enter**.
3. **Swipe/Insert/Tap** card on **Present Card** screen.  
For **Manual Key Entry**, select the **Enter Manually** option.
4. Enter **PIN** and **Tip** if prompted.
5. Follow prompts until receipt prompt-select receipt delivery method.

## CREDIT VOID

1. Tap **Sale** until **Void** is displayed.
2. Enter the **Transaction Number** from the receipt or the **last 4 of the card number** and tap **Enter**.
3. When prompted enter **Password**.
4. Tap to confirm the transaction that needs to be voided.
5. Select receipt delivery method.

## CREDIT REFUND

1. Tap **Sale** until **Refund** is displayed.
2. Enter **Transaction Amount** and tap **Enter**.
3. **Swipe/Insert/Tap** card on **Present Card** screen.  
For **Manual Key Entry**, select the **Enter Manually** option.
4. Select receipt delivery method.

## CREDIT PREAUTH

1. Tap **Sale** until **Preauth** is displayed.
2. Enter **Transaction Amount** and tap **Enter**.
3. **Swipe/Insert/Tap** card on **Present Card** screen.  
For **Manual Key Entry**, select the **Enter Manually** option.
4. Select receipt delivery method.

## CAPTURE PREAUTH

1. Tap **Sale** until **Ticket** is displayed.
2. Enter **Transaction Amount**, tap **Enter** and enter **Password**.
3. Enter the **Transaction Number** from the receipt or the **last 4 of the card number** and tap **Enter**.
4. Sign and Tip if prompted.
5. Select receipt delivery method.

## PRE-SALE TICKET

1. Tap the **Main Menu** icon and select **Pre Sale**.
2. Enter the **Transaction Amount**, press the **Enter** Button and the pre-sale ticket will be printed.



## Main Menu Options

### TRANSACTIONS

Overview of Transactions posted on Selected Date

### PRE SALE

Create a Pre Sale Ticket

### SETTLEMENT

Perform a Batch Settlement

### UPDATES

Perform a Parameter or Application Download on Terminal

### PAYMENT

Perform Multiple Payment Types

### REPORTS

View Different Report Types

### TIP ADJUST

Perform Tip Adjust on Open Batch Transactions

### REPRINT RECEIPT

Reprint Last Transaction's Receipt

### REPRINT

Reprint Previous Transaction Receipts

### SETTINGS

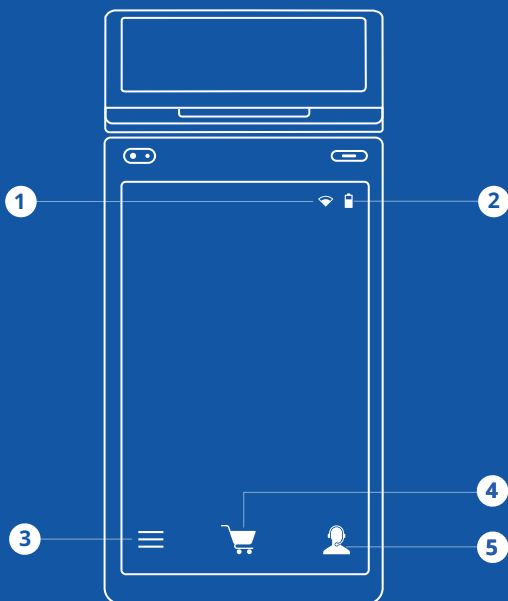
Configure Device Settings including WIFI, SIM, Passwords, etc.



## Connect to WiFi

1. From the **Home Screen**, tap the **Main Menu icon**.
2. Tap **Settings**, then **WiFi Config**
3. Tap **SSID**
4. Enter **WiFi Password** (Password is case sensitive)
5. Tap **Connect**

# Terminal Guide



1. Connection Icon

2. Battery Level

3. Main Menu

4. Inventory

5. Contact Support



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