

The Quick Reference Guide provides you with simple, step-by-step instructions of your daily terminal operations.



REVIEWS

Various types of detail and totals reviews can be generated for transactions in the current batch (transactions that have not yet been settled).

① Touch the desired report to view

② Touch More

③ Touch Credit

④ Touch Card Details

⑤ Touch desired option

⑥ Touch Net Totals

⑦ Touch Card Details

⑧ Touch Net Totals

Press Clear to return to idle prompt through other transactions

RECEIPT EXAMPLE WITH OFFER DATA

Merchant Name
 Merchant Street Address
 Merchant City, State and Zip

Merchant ID: mm/dd/yyyy
 Terminal ID: nnnnnnnnnnn

Credit Card Visa Sale

CARD #: XXXXXXXXXXXXXXX9467
 INVOICE: 0001
 Batch #: 000043
 CLERK: 0001
 Approval Code: OK1234
 Entry Method: Swiped
 Mode: Online
 Offer ID: 3452343
 Offer Response Code: AA001
 Offer Publisher: Daily

SALE AMOUNT: \$nnnn.n
 OFFER AMOUNT: -\$nnnn.n
 TOTAL AMOUNT: \$nnnn.n

I agree to pay above total amount
 According to card issuer agreement
 (Merchant agreement if Credit Voucher)

(cardholder name)

 x

Merchant Copy

SALE

Use this function to authorize and capture transactions for settlement. The customer may offer a card for payment in one of three ways: 1) By swiping the card through the magnetic stripe reader; 2) By tapping an embedded chip) into the smart card reader located at the front of the terminal or PIN pad, a technology that adds an extra layer of security.

① Insert, Tap, Swipe or manually key account number and press Enter

② Touch the desired option

③ Touch Credit or manually key in the amount and press Enter

④ Touch Credit or manually key in the amount and press Enter

⑤ Touch Sale

⑥ Touch Credit or manually key in the amount and press Enter

⑦ Touch Credit or manually key in the amount and press Enter

⑧ Touch Credit or manually key in the amount and press Enter

Press Clear to return to idle prompt

CREDIT TOTALS

Sales	\$nnnn.n
Refunds	\$nnnn.n
Totals	\$nnnn.n
Press Enter for Offers	
OFFER TOTALS	
Offers Total	\$nnnn.n
Net + Offers	\$nnnn.n
Press Enter for More	
OFFER PUBLISHER TOTALS	
Provider CRDSPRNG	
Daily Deals	\$nnnn.n
(Publisher 2)	\$nnnn.n
(Publisher 3)	\$nnnn.n
unknown	\$nnnn.n
Press Enter for More	
OFFER PUBLISHER TOTALS	
Provider xxxxxxxx	
Daily Deals	\$nnnn.n
(Publisher 2)	\$nnnn.n
(Publisher 3)	\$nnnn.n
unknown	\$nnnn.n
unknown	\$nnnn.n

REVIEW NET TOTALS

Total reviews can be generated for transactions in the current batch (transactions that have not yet been settled).

① Touch Credit

② Touch More

③ Touch Net Totals

④ Touch Card Details

BLOCK OFFERS

Use this function to block offers from the very next sale. Note: Offer prompts will automatically re-enable after the next transaction.

① Press 8

② Touch Yes to disable offers for the next transaction

③ Displays if 'Yes' is selected above

④ Continue with Sale transaction

PRINT BATCH DETAIL REPORT

Use this function to print out the transaction detail in the terminal prior to settling out.

① Touch Credit

② Touch More

③ Touch Print Reports

④ Touch Card Details

⑤ Touch desired option

⑥ PRINTING...

⑦ IDLE PROMPT

BATCH SETTLEMENT REPORT EXAMPLE WITH OFFER DATA

Merchant Name
 Merchant Street Address
 Merchant City, State and Zip

mm/dd/yyyy hh:mm:ss
 Merchant ID: nnnnnnnnnnn
 Terminal ID: nnnnnnnnn

CREDIT CARD TOTALS		
Sales	nnn	\$nnnnn.n
Refunds	nnn	nnnnn.n
Totals	nnnn	\$nnnnn.n
Tips	nnnn	\$nnnnn.n
Cash Back	nnnn	\$nnnnn.n
Tax	nnnn	\$nnnnn.n
OFFER TOTALS		
Offers	nnnn	\$nnnnn.n
Net + Offers	nnnn	\$nnnnn.n
OFFER PUBLISHER TOTALS		
PROVIDER: xxxxxx		
Publisher	# of INVOICES	TOTAL
Daily Deals	nnn	\$nnnnn.n
(Publisher 2)	nnn	\$nnnnn.n
Unknown	nnn	\$nnnnn.n
Offer Total		\$nnnnn.n
OFFER PUBLISHER TOTALS		
PROVIDER: xxxxxx		
Publisher	# of INVOICES	TOTAL
Daily Deals	nnn	\$nnnnn.n
(Publisher 2)	nnn	\$nnnnn.n
Unknown	nnn	\$nnnnn.n
Offer Total		\$nnnnn.n
CREDIT CARD TYPE TOTALS		
Type	# of INVOICES	TOTAL
MC	nnn	\$nnnnn.n
VISA	nnn	\$nnnnn.n
AMEX	nnn	\$nnnnn.n
DCI-DISC	nnn	\$nnnnn.n
JCB-DISC	nnn	\$nnnnn.n
EDS	nnn	\$nnnnn.n
EBT	nnn	\$nnnnn.n
DISCVR	nnn	\$nnnnn.n

SETTLE

Use this function at the end of each day to settle the batch for payment and clear your terminal of transaction information. These procedures are only necessary if Auto Close is disabled.

① Touch Credit

② Touch Close

③ Touch Yes to confirm close

④ Terminal communicates with the host for approval

⑤ Press Clear to return to idle prompt



DETAIL REPORT EXAMPLE WITH OFFER DATA

Merchant Name
 Merchant Street Address
 Merchant City, State and Zip

mm/dd/yyyy hh:mm:ss
 Merchant ID: nnnnnnnnnnn
 Terminal ID: nnnnnnnnn

CREDIT DETAILS			
CREDIT OFFER DETAIL			
INV #	TRAN TYPE	CARD #	CLERK
TOTAL	TIP	AUTH	DATE STATUS
OFFER ID	OFFER AMOUNT		
nnnnnnnnnn	VS SALE xxxxxxxxxxxxxxxnnn		nnnn
\$nnnnn.n	\$nnnnn.n	xxxxxx	mmdd
nnnnnnnnnn	VS SALE xxxxxxxxxxxxxxxnnn		nnnn
\$nnnnn.n	\$nnnnn.n	xxxxxx	mmdd
nnnnnnnnnn			\$nnnnn.n
Daily Deals			

The Quick Reference Guide provides you with simple, step-by-step instructions of your daily terminal operations.

First Data
 OfferWise Platform

First Data® FD130
 Quick Reference Guide

{750 FD130}





Plataforma de First Data OfferWise

First Data® FD130 Guía Referencia Rápida

{750 FD130}

VENTA

Use esta función para autorizar y capturar las transacciones para su posterior liquidación. El cliente puede ofrecer una tarjeta para realizar el pago en una de las siguientes tres formas: 1) Deslizando la tarjeta por el lector de banda magnética; 2) pulsando una tarjeta sin contacto; o 3) insertando una "tarjeta inteligente" (con chip incorporado) en el lector de tarjeta inteligente ubicado en el frente de la terminal o teclado para PIN, una tecnología que agrega un nivel extra de seguridad.

- MDDYYYY HHMM
SWIPE CARD
OR SELECT
TRANSACTION
Pulse Credit
- SALE REFUND FORCE
Pulse Sale
- ENTER AMOUNT
#0.00
Ingrese el monto y pulse Enter
- SWIPE CARD
Coloque, pulse, deslice la tarjeta, o ingrese manualmente el número de cuenta y oprima Enter
- TERMINAL MAY PROMPT:
SELECT CARD TYPE
CREDIT
DEBIT
Pulse la opción deseada
- DIALING...
Coloque, pulse, deslice la tarjeta, o ingrese manualmente el número de cuenta y oprima Enter
- PRINT CUST RECEIPT
NO YES
Pulse la opción deseada
- {CARD TYPE} SALE
APPROVED *****
Oprima Clear para regresar a la indicación inicial

EJEMPLO DE RECIBO CON OFFER DATA

Merchant Name
Merchant Street Address
Merchant City, State and Zip

mm/dd/yyyy hh:mm:ss
Merchant ID: nnnnnnnnnnn
Terminal ID: nnnnnnn

Credit Card Visa Sale

CARD#: XXXXXXXXXXXX8467
INVOICE: 0001
Batch #: 000043
CLERK: 0001
Approval Code: OK1234
Entry Method: Swiped
Mode: Online
Offer ID: 3452343
Offer Response Code: AAA001
Offer Publisher: Daily

Deals

SALE AMOUNT \$nnnnn.nn
OFFER AMOUNT - \$nnnnn.nn
TOTAL AMOUNT \$nnnnn.nn

I agree to pay above total amount
According to card issuer agreement
(Merchant agreement if Credit Voucher)

X-----
(cardholder name)

Merchant Copy

BLOQUEAR OFERTAS

Use esta función para bloquear ofertas de la venta que sigue inmediatamente después.
Note: Indicaciones de oferta automáticamente volverán a habilitarse después de la siguiente transacción.

- MDDYYYY HHMM
SWIPE CARD
OR SELECT
TRANSACTION
Press 8
- BLOCK OFFERS
FOR NEXT
TRANSACTION
NO YES
Pulse Yes para deshabilitar ofertas para la siguiente transacción
- OFFERS ARE
BLOCKED
FOR NEXT
TRANSACTION
Se muestra si se selecciona 'Yes' en la parte de arriba
- IDLE PROMPT
Siga con la transacción de venta

La Guía de referencia rápida le provee instrucciones simples, paso a paso para sus operaciones del terminal diarias.



REVISIONES

Pueden generarse varios tipos de revisiones detalladas y de totales para las transacciones del lote actual (las transacciones que aún no se hayan liquidado).

- MDDYYYY HHMM
SWIPE CARD
OR SELECT
TRANSACTION
Pulse Credit
- TIPS MORE
Pulse More
- REPRINT VIEW PRINT
RPTS RPTS
Pulse View Reports
- NET CARD CARD
TOTALS TOTALS DETAILS
Pulse el informe que desea consultar
- SELECT REVIEW TYPE?
ALL OFFERS
Pulse la opción deseada
- VS VOID SALE
INVOICE 0000
CLK 0000 0K0000
AMOUNT #0.00
XXXXXXXXXXXXXXXXXX
PRESS ENTER
FOR OFFER
<PREV EDIT NEXT>
Oprima Clear para regresar a la indicación inicial u oprima Next para desplazarse por otras transacciones

REVISIONES DE TOTALES

Pueden generarse varios tipos de revisiones de totales para las transacciones del lote actual (las transacciones que aún no se hayan liquidado).

- MDDYYYY HHMM
SWIPE CARD
OR SELECT
TRANSACTION
Pulse Credit
- TIPS MORE
Pulse More
- REPRINT VIEW PRINT
RPTS RPTS
Pulse View Reports
- NET CARD CARD
TOTALS TOTALS DETAILS
Pulse Net Totals

IMPRIMIR INFORME DEL LOTE DETALLADO

Use esta función para imprimir la transacción detallada en el terminal antes de la liquidación.

- MDDYYYY HHMM
SWIPE CARD
OR SELECT
TRANSACTION
Pulse Credit
- TIPS MORE
Pulse More
- REPRINT VIEW PRINT
RPTS RPTS
Pulse Print Reports
- NET CARD CARD
TOTALS TOTALS DETAILS
Pulse Card Details
- SELECT REVIEW TYPE?
ALL OFFERS
Pulse desired option
- PRINTING...
El terminal se está comunicando con el sistema central para obtener la aprobación
- IDLE PROMPT
Oprima Clear para regresar a la indicación inicial

EJEMPLO DE INFORME DE LA LIQUIDACIÓN DEL LOTE CON OFFER DATA

Merchant Name
Merchant Street Address
Merchant City, State and Zip

mm/dd/yyyy hh:mm:ss
Merchant ID: nnnnnnnnnnn
Terminal ID: nnnnnnn

CREDIT CARD TOTALS

Sales	nnn	\$nnnnn.nn
Refunds	nnn	nnnnn.nn
Totals	nnnn	\$nnnnn.nn
Tips	nnnn	\$nnnnn.nn
Cash Back	nnnn	\$nnnnn.nn
Tax	nnnn	\$nnnnn.nn

OFFER TOTALS

Offers	nnnn	\$nnnnn.nn
Net + Offers	nnnn	\$nnnnn.nn

OFFER PUBLISHER TOTALS
PROVIDER: xxxxxx

Publisher	# of INVOICES	TOTAL
Daily Deals	nnn	\$nnnnn.nn
<Publisher 2>	nnn	\$nnnnn.nn
Unknown	nnn	\$nnnnn.nn
Offer Total		\$nnnnn.nn

LIQUIDACIÓN

Use esta función al final de cada día para liquidar y poder cobrar el lote y para eliminar del terminal la información de las transacciones. Estos procedimientos sólo son necesarios si la función de cierre automático está deshabilitada.

- MDDYYYY HHMM
SWIPE CARD
OR SELECT
TRANSACTION
Pulse Credit
- AUTH CLOSE INQUIRY
Pulse Close
- TOTALS CORRECT?
#0.00
NO YES
Pulse Yes para confirmar el cierre
- DIALING...
El terminal se está comunicando con el sistema central para obtener la aprobación
- BATCH CLOSE COMPLETE
Oprima Clear para regresar a la indicación inicial

CREDIT TOTALS	
Sales	\$nnnnn.nn
Refunds	\$nnnnn.nn
Totals	\$nnnnn.nn
Press Enter for Offers	
OFFER TOTALS	
Offers Total	\$nnnnn.nn
Net + Offers	\$nnnnn.nn
Press Enter for More	
OFFER PUBLISHER TOTALS	
Provider CRDSPRNG	
Daily Deals	\$nnnnn.nn
<publisher 2>	\$nnnnn.nn
<publisher 3>	\$nnnnn.nn
unknown	\$nnnnn.nn
Press Enter for More	
OFFER PUBLISHER TOTALS	
Provider xxxxxxxx	
Daily Deals	\$nnnnn.nn
<publisher 2>	\$nnnnn.nn
<publisher 3>	\$nnnnn.nn
unknown	\$nnnnn.nn

EJEMPLO DE INFORME DETALLADO CON OFFER DATA

Merchant Name
Merchant Street Address
Merchant City, State and Zip

mm/dd/yyyy hh:mm:ss
Merchant ID: nnnnnnnnnnn
Terminal ID: nnnnnnn

CREDIT DETAILS
CREDIT OFFER DETAIL

INV #	TRAN TYPE	CARD #	CLERK
TOTAL	TIP	AUTH	DATE STATUS
OFFER ID		OFFER AMOUNT	
nnnnnnnnnn	VS SALE xxxxxxxxxxxxxxxnnn	nnnn	
\$nnnnn.nn	\$nnnnn.nn	xxxxxx	mmdd
nnnnnnnnnn	VS SALE xxxxxxxxxxxxxxxnnn	nnnn	
\$nnnnn.nn	\$nnnnn.nn	xxxxxx	mmdd
nnnnnnnnnn		\$nnnnn.nn	
Daily Deals			

La Guía de referencia rápida le provee instrucciones simples, paso a paso para sus operaciones del terminal diarias.