

Basic Operations

Continued

Settlement:

To settle the batch on your terminal and clear it of all transaction information, you can set the device to auto-close OR manually manage the close.

For auto-close settings, please call the help desk (see sticker on the side of your device).

To settle the batch manually:

- 1) From the home screen, select "Other."
- 2) Depending on your specific terminal model, select "CLOSE" or "Close Batch."
- 3) Select OK via the touch screen (or press 3 for non-touch screen terminals.)
- 4) The terminal will now complete the batch settlement



For more information or if you have questions, go to www.businesstrack.com/terminalguides or contact your help desk at the number on the sticker on your device.

Getting Started

Learn how to use your terminal in a few easy steps.

Step 1: Charge the Battery

Install the battery into the terminal, then connect the power cord to the power to charge the battery. It can take up to 4 hours to fully charge the battery. Once the battery is fully charged, the FD410 can run on battery power for several hours before requiring a new charge.

Power Terminal On/Off: The power can be turned on or off by pressing the red button for 5-7 seconds.

Caution: The battery pack cover should be kept closed during normal operation.

Caution: Risk of explosion if the battery is replaced by an incorrect type. Please dispose of used battery according to the instructions.

Note: Make sure the battery is installed in the terminal before connecting to the power supply to charge.



Getting Started

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Step 2: Load printer paper

To load a roll of paper, open the printer cover's latch as shown below. Insert the roll of paper into the printer, and make sure that the roll has the leading edge of the paper exiting the bottom edge of the printer. Close the cover and tear off any excess paper.



Step 3: WiFi Connectivity (Please contact your terminal Help Desk to setup)

To support WiFi (wireless) connectivity, you'll need a wireless access point, modem or router supporting 802.11 b/g/n; and Broadband Internet Service.

To set up your terminal for connectivity to your WiFi system, touch the Tool icon displayed on the home screen. Touch WiFi then Security.

Security

Verify the security mode matches your WiFi system's settings (i.e., WPA1-TKIP, WPA1-AES or WPA2-AES). To change, touch the drop-down arrow and select a new option.

SSID is the name assigned to your WiFi network. It is a case sensitive text string up to 32 bytes long. All devices in the network must use the SSID to communicate over WiFi, and you will also need your password (key). Ensure that the key and SSID match your WiFi system settings. A USB keyboard may be connected to the terminal to enter this information.

Signal Strength

To test signal strength, return to the home screen, touch the Tool icon, then WiFi and View Status.

Basic Operations

The following operations are meant to cover the most common transactions. For more detailed assistance, please refer to www.businesstrack.com/terminalguides.

Sale:

To begin a sale, your customer may offer a card for payment in 1 of 3 ways:

- 1) By inserting a "chip card" into the slot at the front of the terminal or PIN pad, called the "dip slot."
Reminder: the chip card must remain in the dip slot until the device prompts the customer to remove it.
- 2) By swiping the card through the magnetic stripe reader.
- 3) By tapping a contactless card or phone.



Then:

- Follow the on-screen prompts.
- If prompted, your customer will enter their PIN or can press Cancel **X** to bypass.
- The device will automatically print a receipt or prompt for customer receipt. To skip this step, press ENTER or CANCEL (red button).

Refund:

To issue a refund to the cardholder:

- 1) From the home screen, Select "Other."
- 2) Select Refund.
- 3) Enter the amount.
- 4) Instruct your customer to insert, swipe, or tap their card.
- 5) Select Credit.
- 6) The device will automatically print a receipt or prompt for customer receipt. To skip this step, press ENTER or CANCEL (red button).