

HyperWare[®] Retail Software

Quick Reference Card

Optimum M2100 Base Application

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Note: Printing a second receipt, the customer receipt, is an option for all transactions.

Credit Sale

Terminal Display	Action
IDLE PROMPT MENU	Swipe or insert the card through card reader.
AMOUNT \$0.00	Enter amount of sale, press ENTER .
COMMS	Terminal dials host.
RESPONSE	Approval number is displayed on screen, and printed on receipt.
Approval 123456	

Credit Refund

Terminal Display	Action
IDLE PROMPT MENU	Select Main Menu .
MAIN MENU	Select Trans .
TRANS MENU	Select Refund .
SWIPE/INSERT CARD	Swipe or insert the card through card reader.
AMOUNT \$0.00	Enter amount of refund, press ENTER .
COMMS	Terminal dials host.
RESPONSE	Approval number is displayed on screen, and printed on receipt.
Approval 123456	

Reprint Last Receipt

Terminal Display	Action
IDLE PROMPT MENU	Select Functions .
ENTER FUNCTION	Type 72, press ENTER .
REPRINT COMPLETE	Receipt is printed.

Offline/Force

Terminal Display	Action
IDLE PROMPT MENU	Select Main Menu .
MAIN MENU	Select Trans .
TRANS MENU	Select Offline .
OFFLINE MODE SWIPE/INSERT CARD	Swipe or insert the card through card reader. Or, manually type the card number.
EXPIRATION DATE MMY	Enter expiration date, press ENTER .
AMOUNT \$0.00	Enter amount of sale, press ENTER .
ENTER APPROVAL CODE	Enter approval code from voice authorization.
TRANSACTION ACCEPTED	Offline/Force is complete.

Batch Report (Summary)

Terminal Display	Action
IDLE PROMPT MENU	Select Main Menu .
MAIN MENU	Select Reports .
3-AUDIT 4-SUMMARY	Select Summary .
SCANNING BATCH	Terminal scans for Batch Totals and prints Summary Report.

Batch Report (Audit)

Terminal Display	Action
IDLE PROMPT MENU	Select Main Menu .
MAIN MENU	Select Reports .
3-AUDIT 4-SUMMARY	Select Audit .
HOST NUMBER	Enter Host Number or '0' for all hosts.
PRINTING	Audit report is printed.

Batch Settle

Terminal Display	Action
IDLE PROMPT MENU	Select Main Menu .
MAIN MENU	Select Batch .
BATCH MENU	Select Settle .
SALES TOTAL CORRECT?	Press YES to confirm sale.
REFUND TOTAL CORRECT?	Press YES to confirm refund total.
SCANNING BATCH	Terminal scans for Batch Totals.
COMMS	Terminal dials host.
RESPONSE	Settlement is complete.
Approval 123456	
SCANNING BATCH	Settlement report is printed.



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