

CIMB

Pax A920

USER GUIDES



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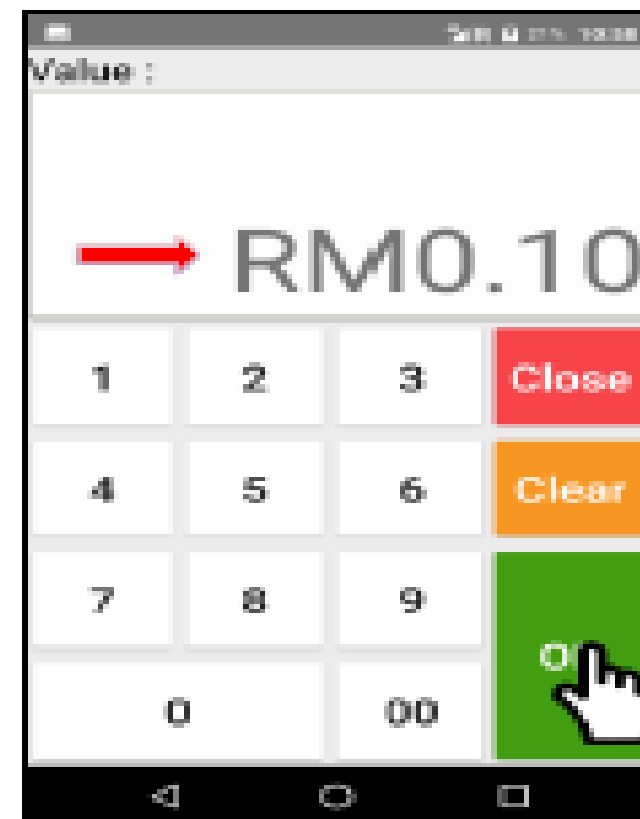
CREDIT CHIP & PIN / WAVE. SALE PROCEDURE



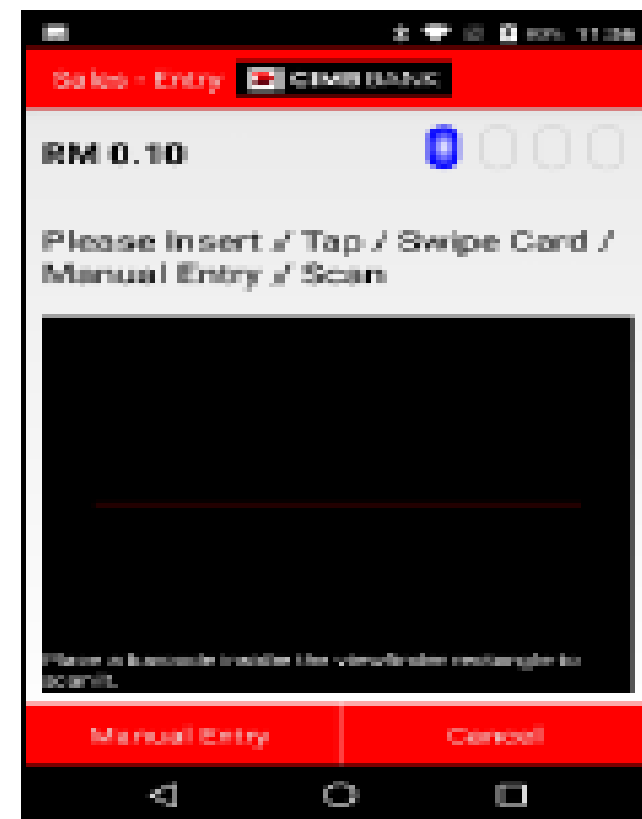
SALES (WAVE CARD / INSERT CARD) - Without TIPS



1. Tap on Payment icon



2. Key in sale amount and tap <OK>



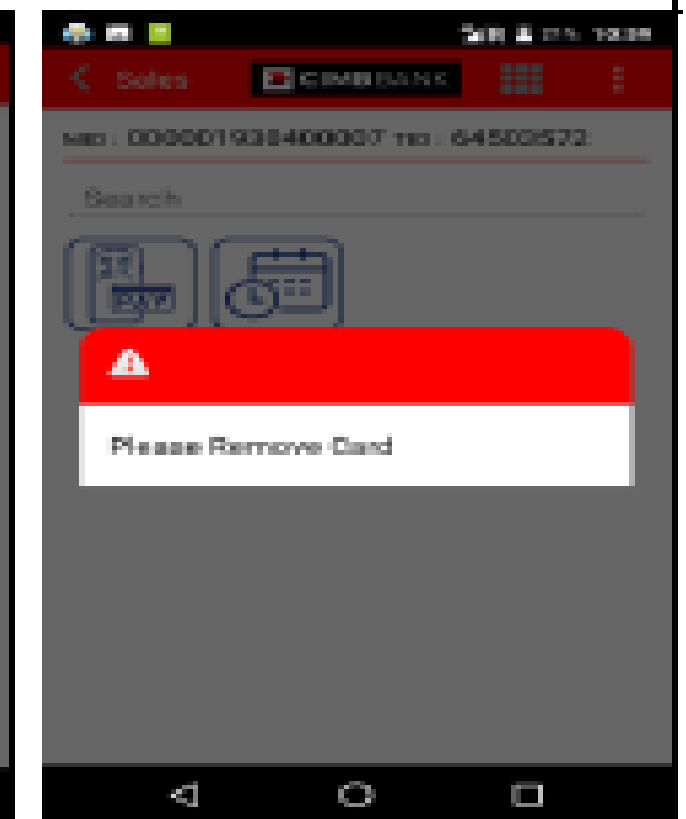
3. Wave card or insert payment card



4. Key in 6 digit of PIN numbers and press <ENTER>.



5. Transaction approved and print merchant copy receipt. Press <Yes> for Customer copy receipt.

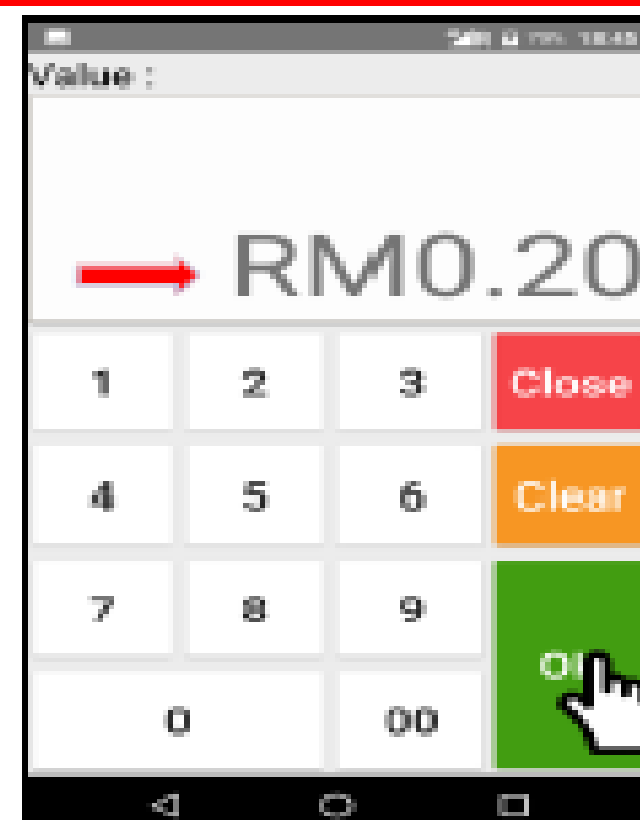


6. Remove card (For Chip Transaction)

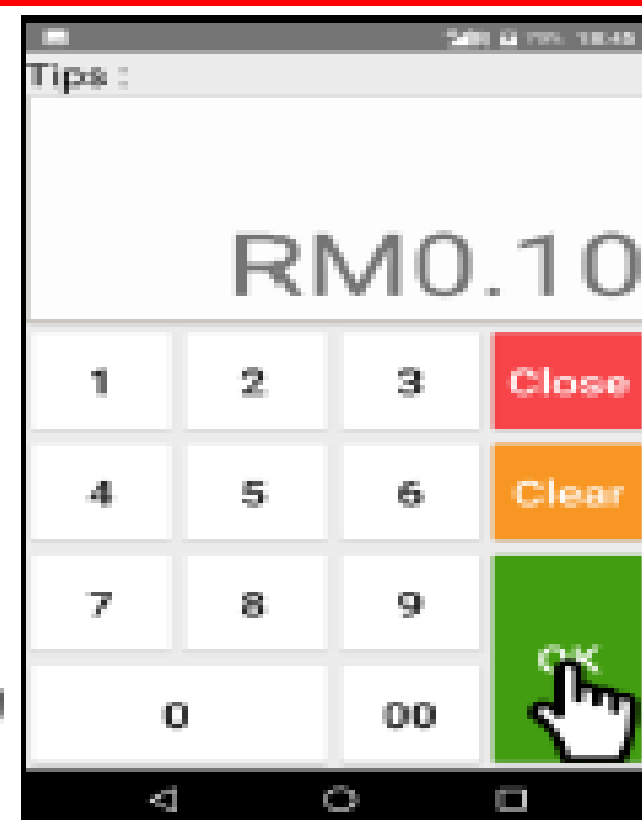
SALES (WAVE CARD / INSERT CARD) - With TIPS



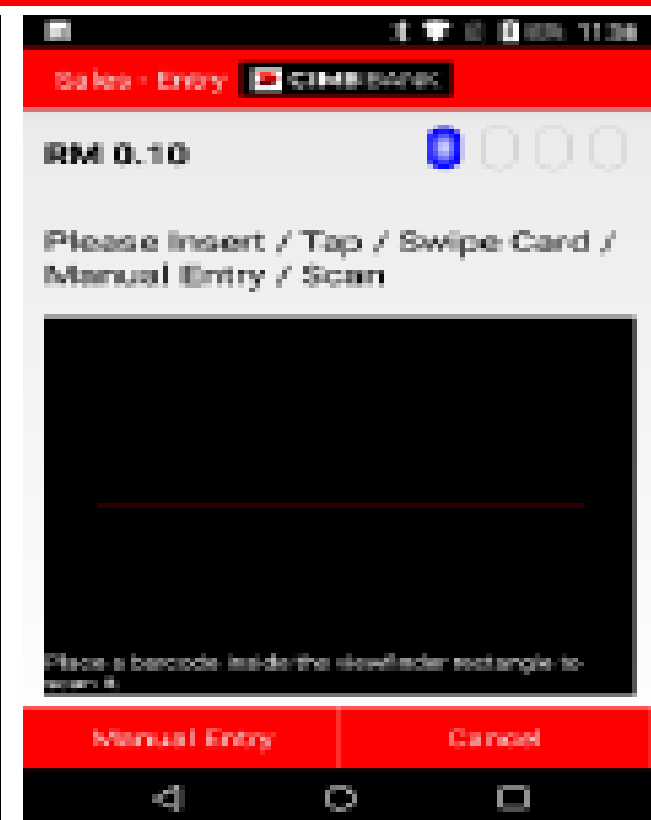
1. Tap on Payment icon



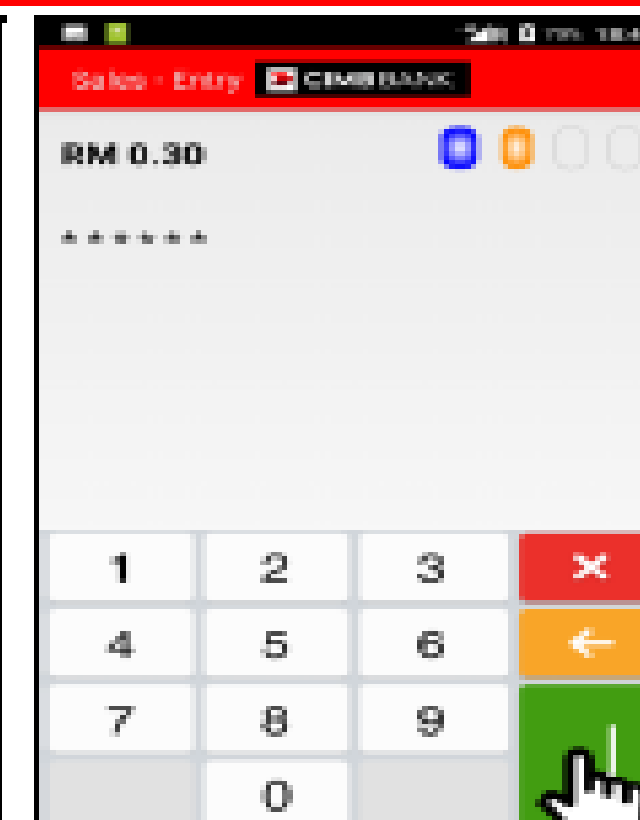
2. Key in sale amount and tap <OK>



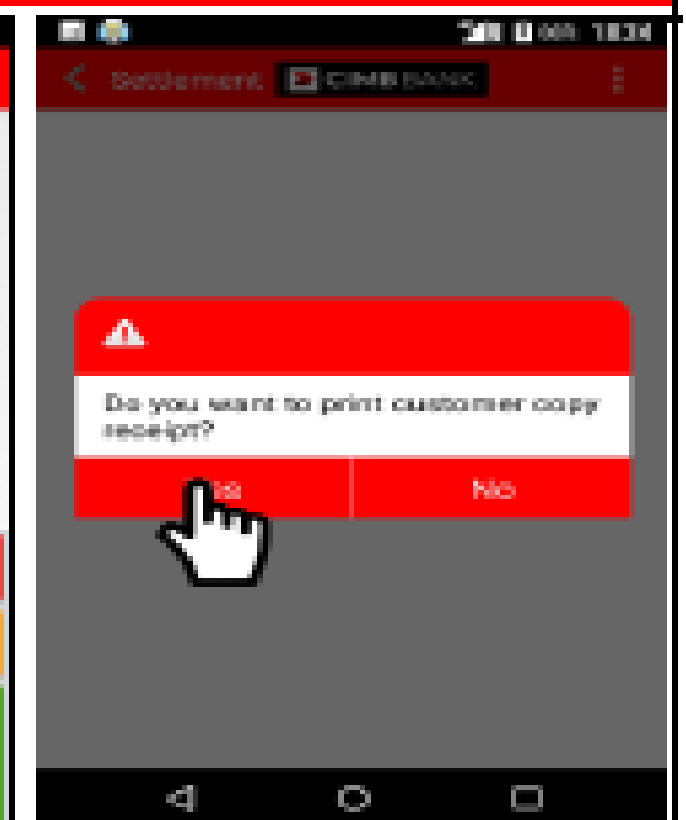
3. Key in Tips amount and tap <OK>



3. Wave card or insert payment card



4. Key in 6 digit of PIN numbers and press <ENTER>



5. Transaction approved and print merchant copy receipt. Press <Yes> for Customer copy receipt.

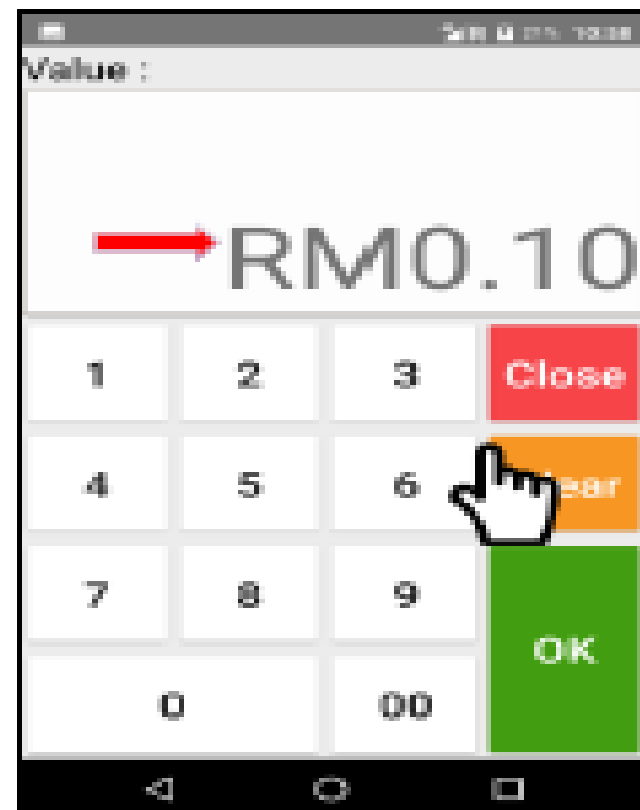


CREDIT MANUAL & EWALLET. SALE PROCEDURE

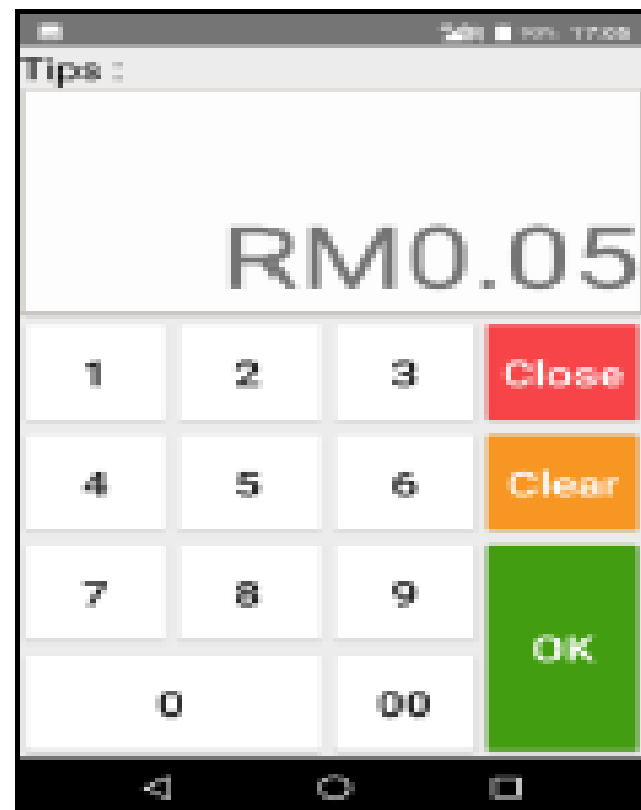
SALES (MANUAL)



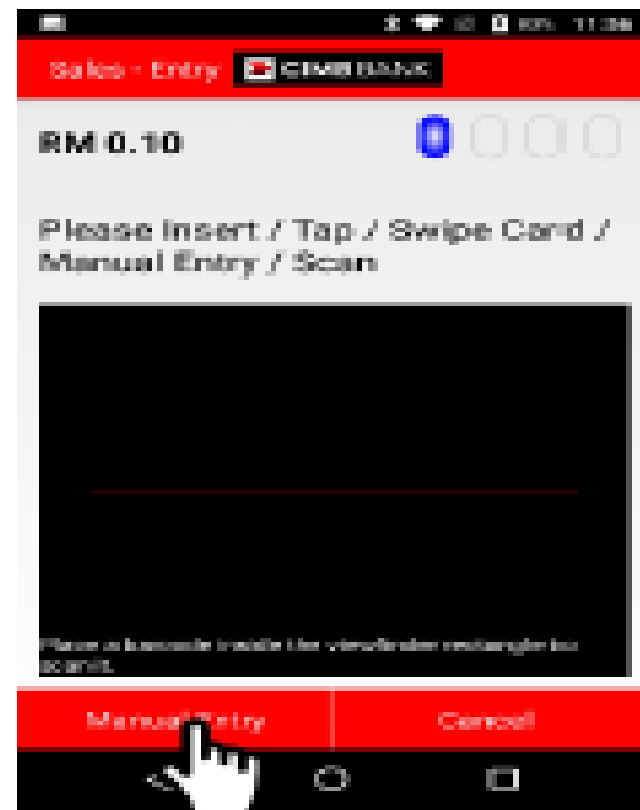
1. Tap on <Payment> icon



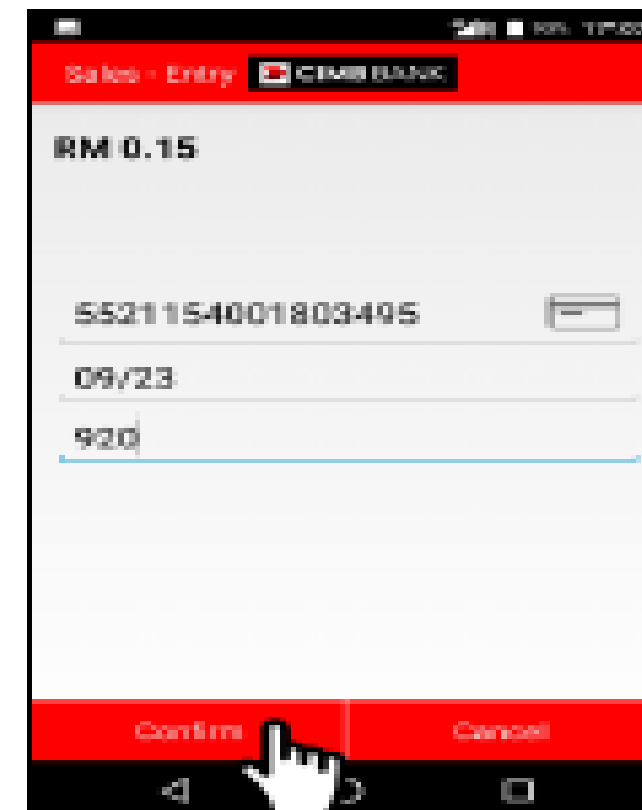
2. Key in sale amount and tap <OK>



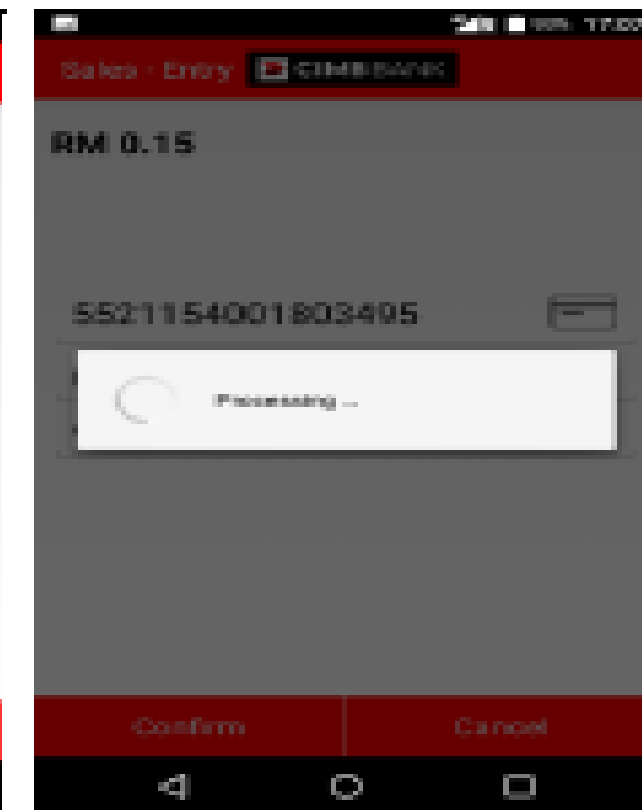
3. Key in tips amount and tap <OK>



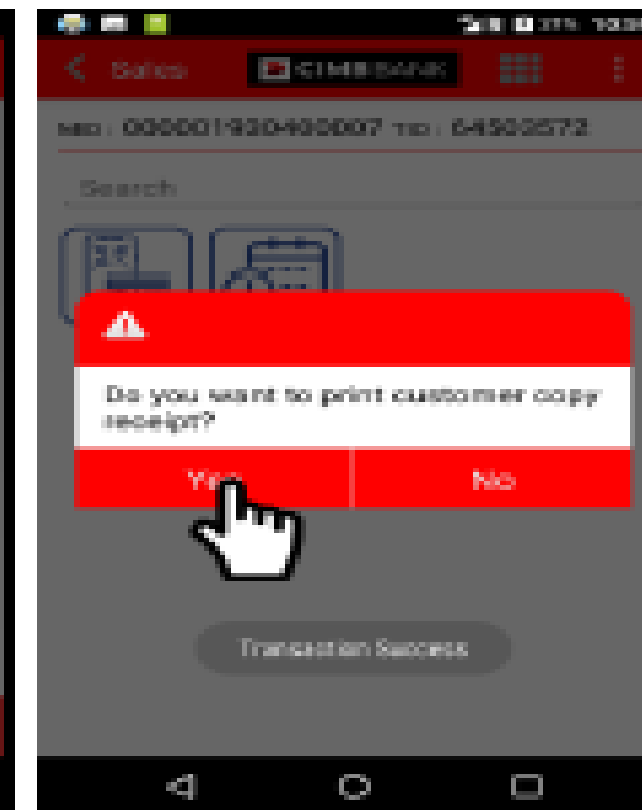
4. Press <Manual Entry>



5. Key in Card details and press <Confirm>



6. Terminal is processing.

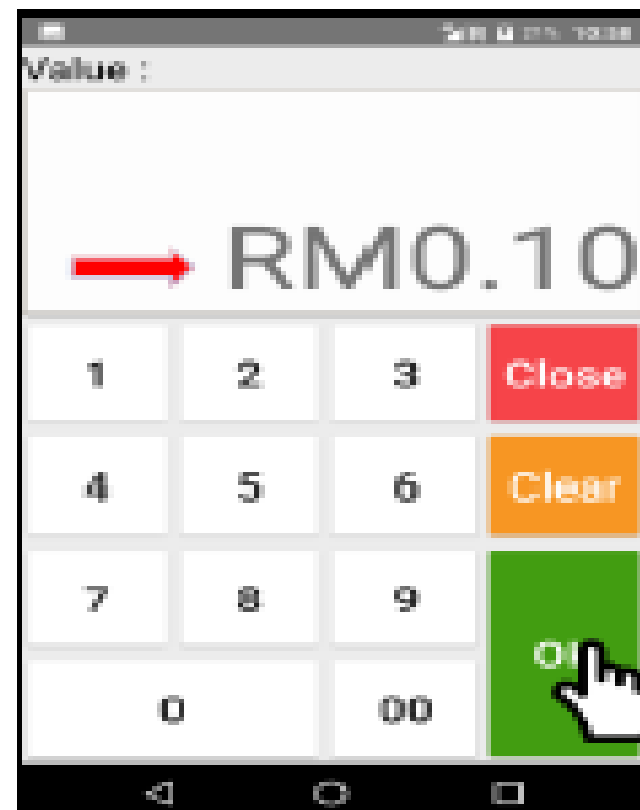


5. Transaction approved and print merchant copy receipt. Press <Yes> for customer copy.

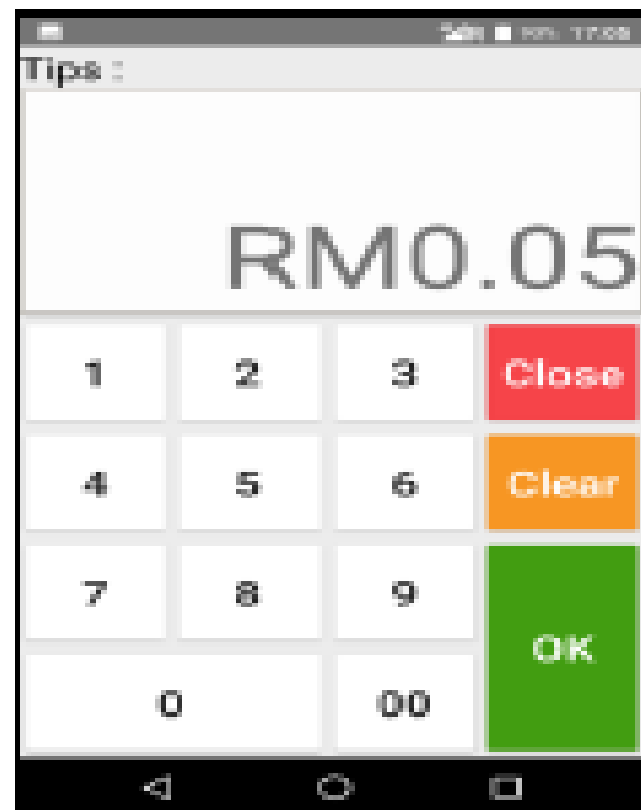
SALES (EWALLET)



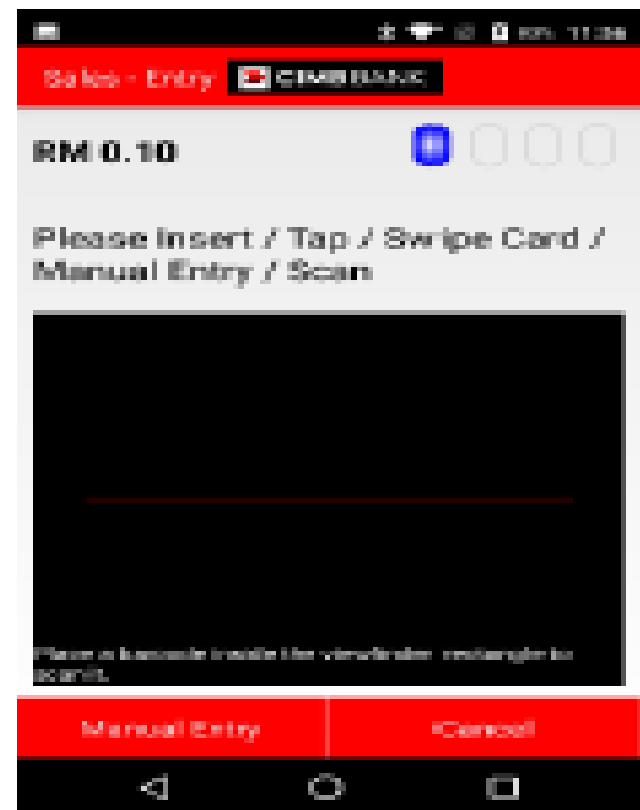
1. Tap on <Payment> icon



2. Key in sale amount and tap 'OK'



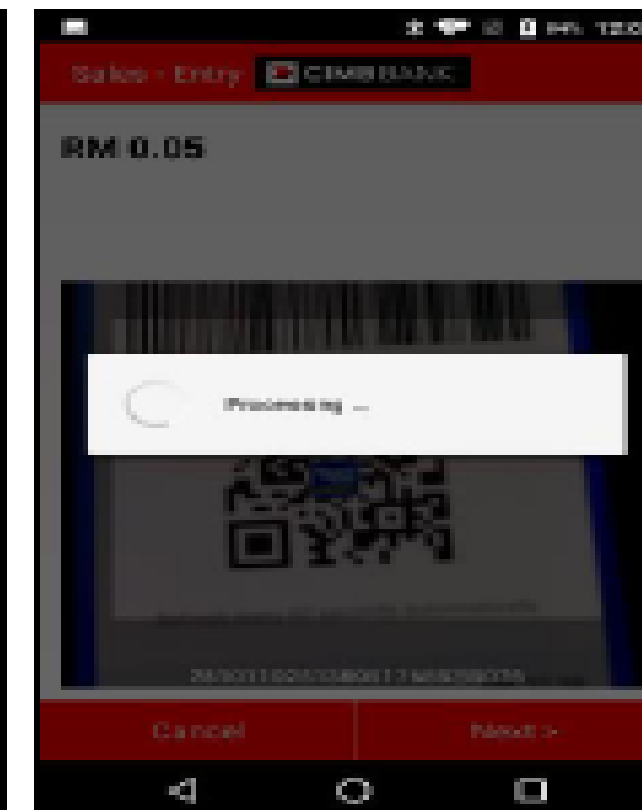
3. Key in tips amount and tap <OK>



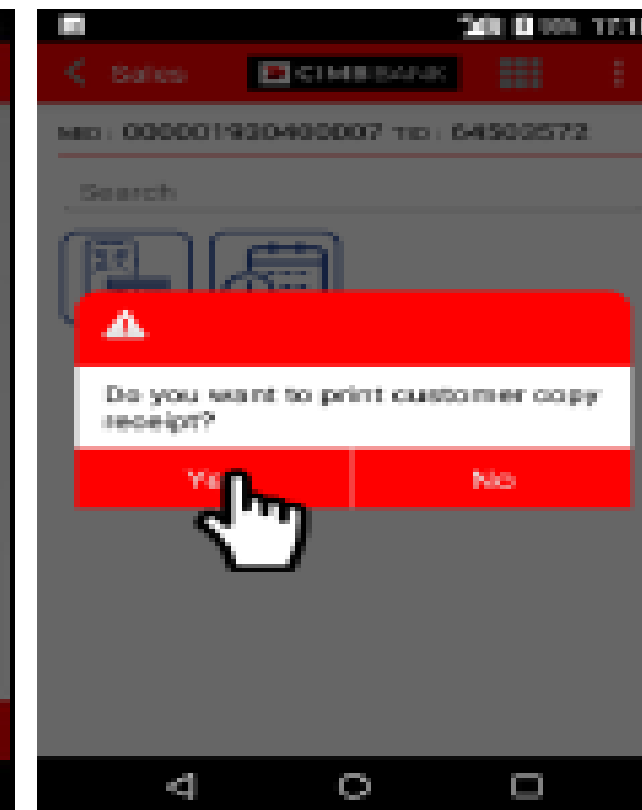
4. Take terminal and scan the QR from the phone.



5. Scan eWallet



6. Terminal is processing the transaction



7. Transaction approved and print merchant copy receipt. Press <Yes> for Customer copy.

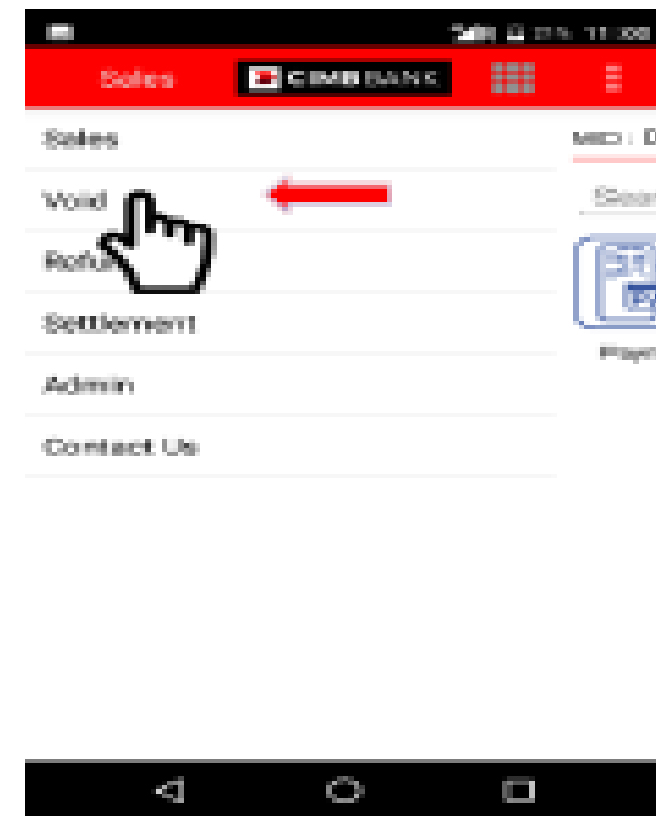


CREDIT, VOID & SETTLEMENT PROCEDURE

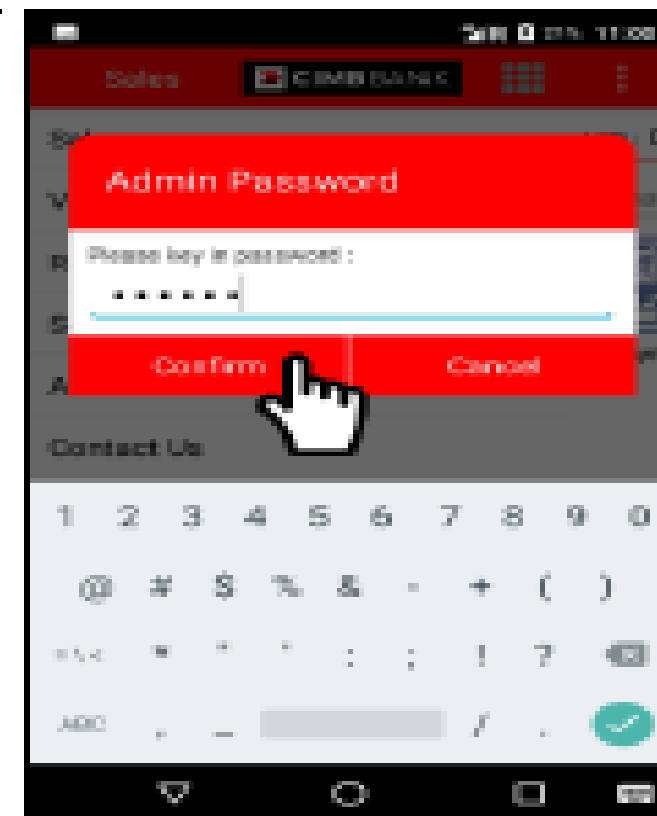
VOID SALE



1. Tap on "<" at left top corner



2. Select <Void> at side menu



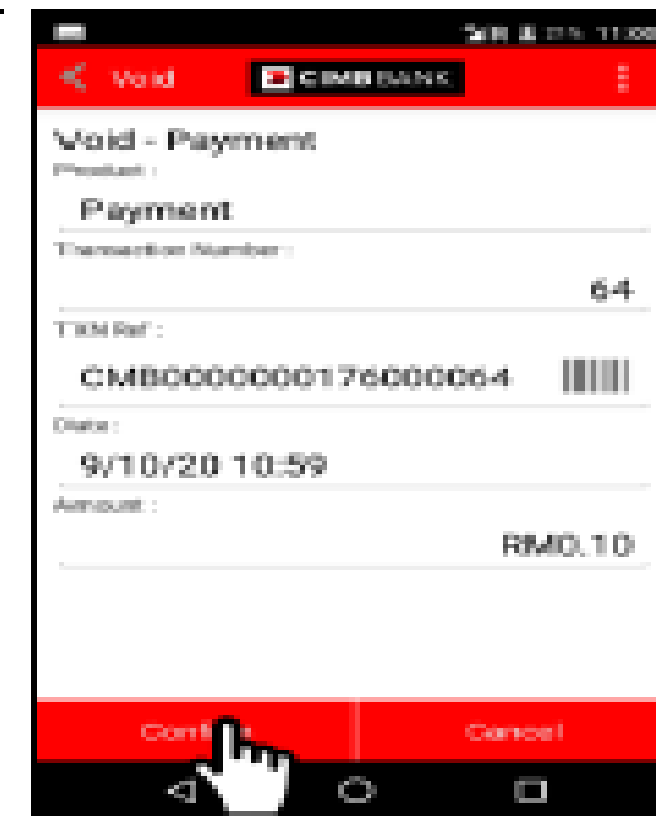
3. Key in admin password and press <Confirm>



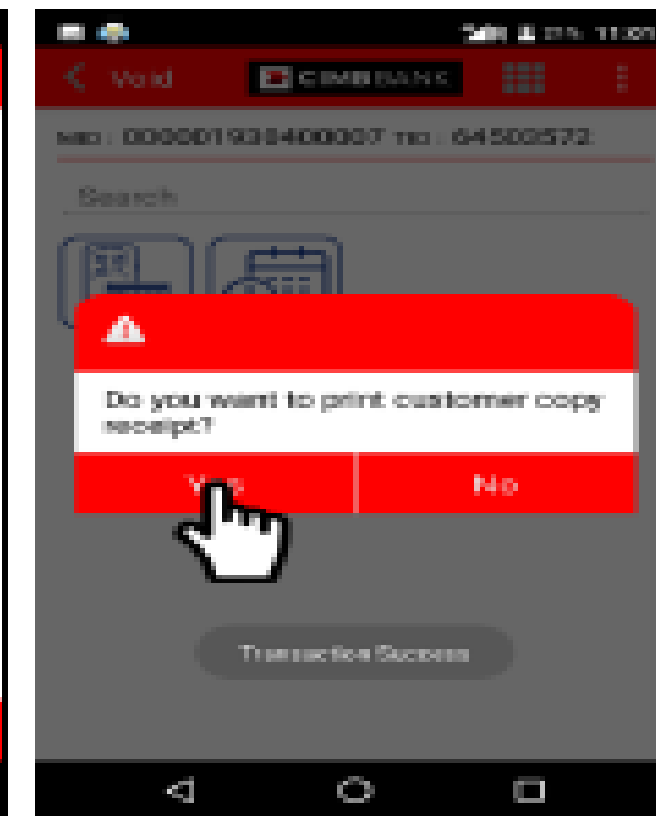
4. Tap on <Payment> icon



5. Select sale transaction record or Key in Txn Ref (Refer to sale receipt)



6. Confirm transaction details. Press <Yes> to proceed with void



7. Transaction approved and prints merchant copy receipt. Press <Yes> to print customer copy.

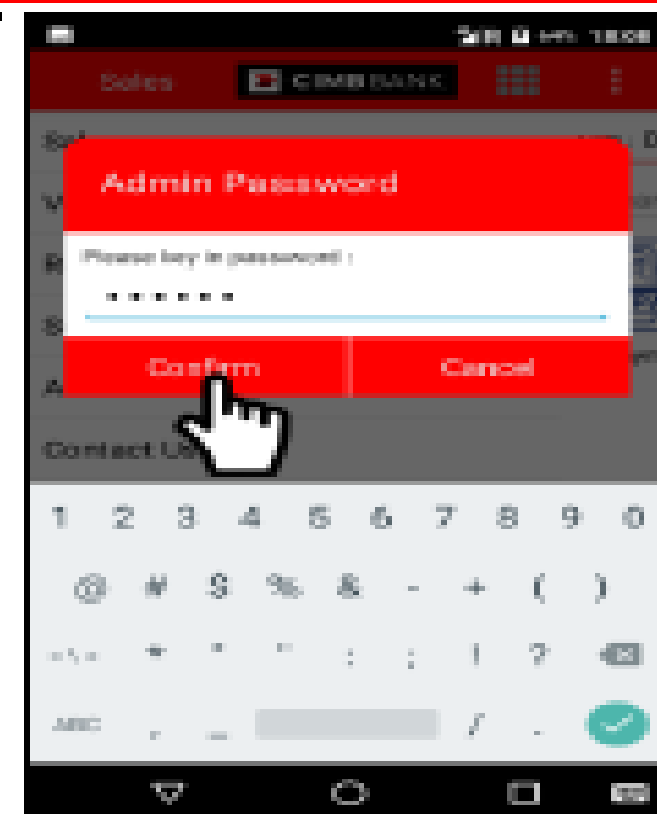
SETTLEMENT



1. Tap on "<" at left top corner



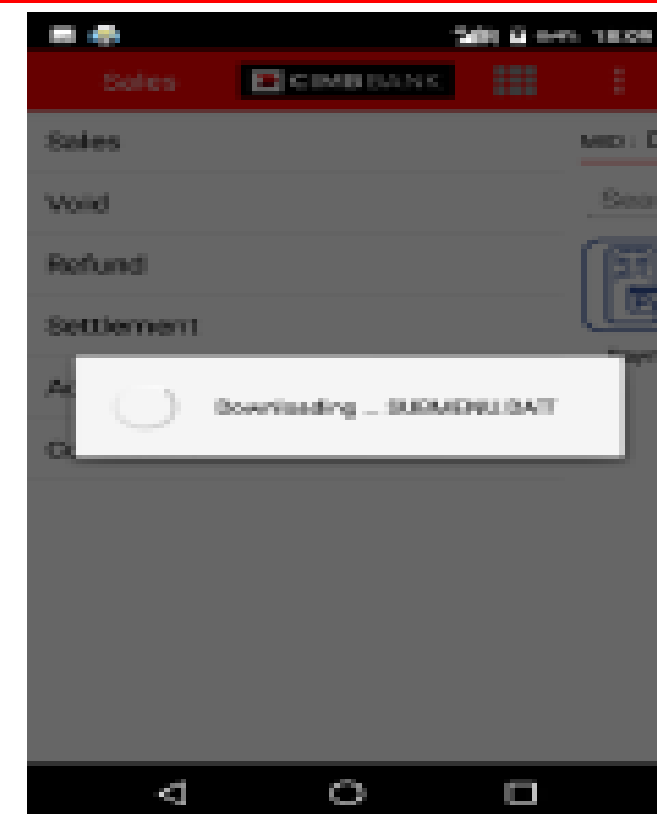
2. Select <Settlement>.



3. Key in admin password and press <Confirm>



4. Press <Print> to preview the Settlement, otherwise press <Confirm> to perform Settlement.



5. Terminal is processing



6. Settlement successful. Settlement receipt will auto print.



REPRINT & DAILY DETAIL REPORT PROCEDURE



REPRINT RECEIPT



1. Tap on "<" at left top corner



2. Select '<Admin>' at side menu



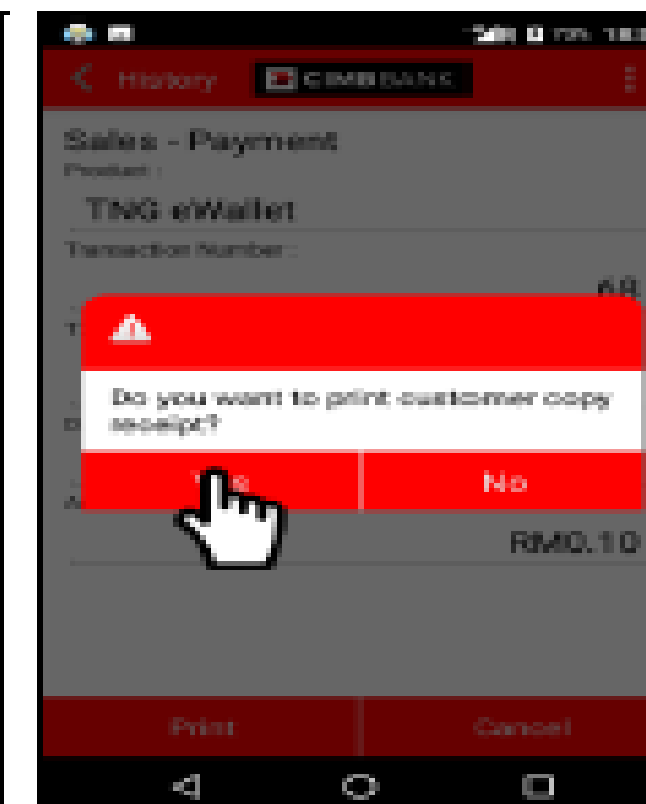
3. Select '<Receipt History>'



4. Select transaction record to print



5. Confirm transaction details and press '<Print>'. Merchant copy printed out.



6. Press '<Yes>' to print customer copy receipt

DAILY DETAIL REPORT



1. Tap on "<" at left top corner



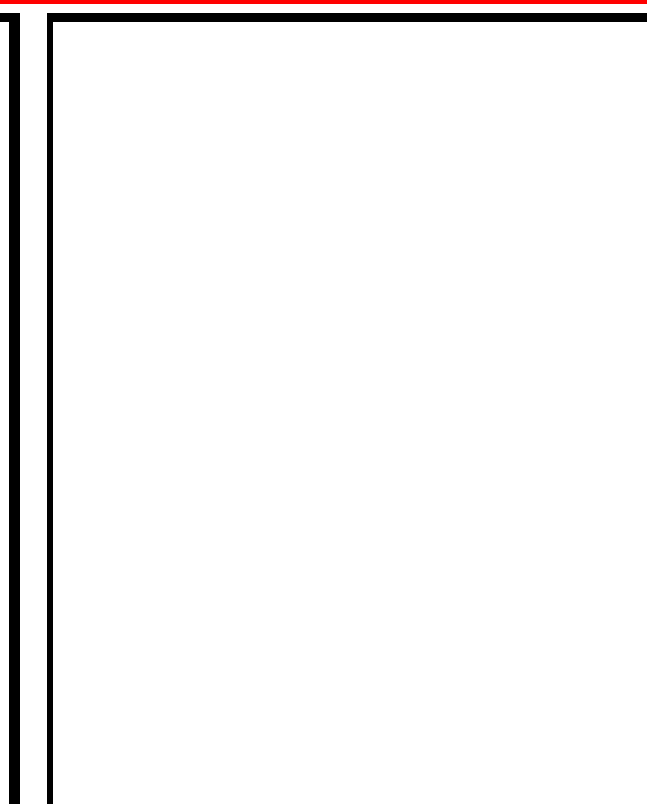
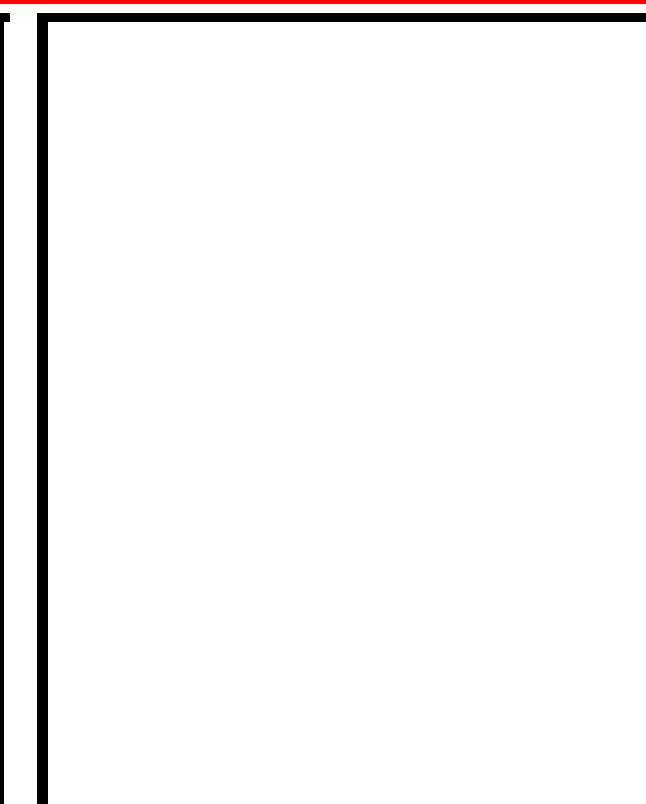
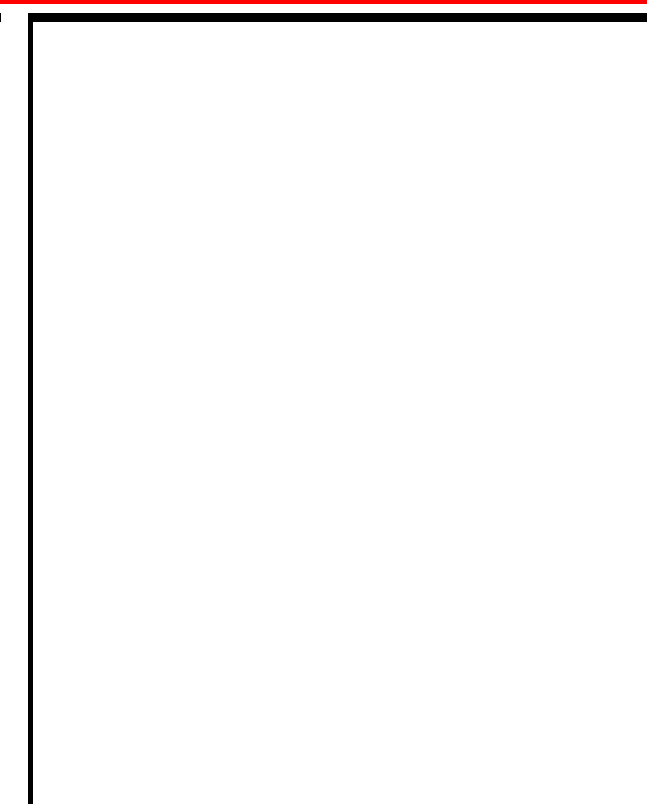
2. Select '<Admin>' at side menu



3. Select '<Reports>'



4. Select '<Daily Detail Report>'. Report will print out automatically





PRINT SUMMARY & REPRINT SETTLEMENT PROCEDURE.



PRINT SUMMARY REPORT

1. Tap on "<" at top left corner
2. Select <Admin> at side menu
3. Select <Reports>
4. Select <Summary Report>
5. Summary report printing

REPRINT SETTLEMENT REPORT

1. Tap on "<" at top left corner
2. Select <Admin> at side menu
3. Select <Reports>
4. Select <Last Settlement Report>
5. Select <Batch No. & Settlement Date>
6. press <Confirm> once select from the list
7. Press <Print> to print the report.

4 in

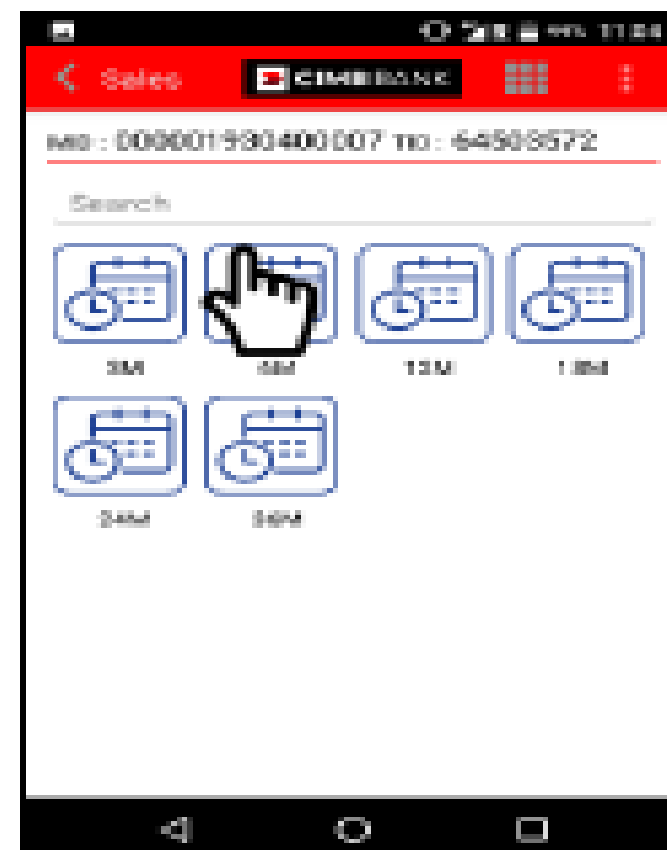


INSTALLMENT SALE PROCEDURE.

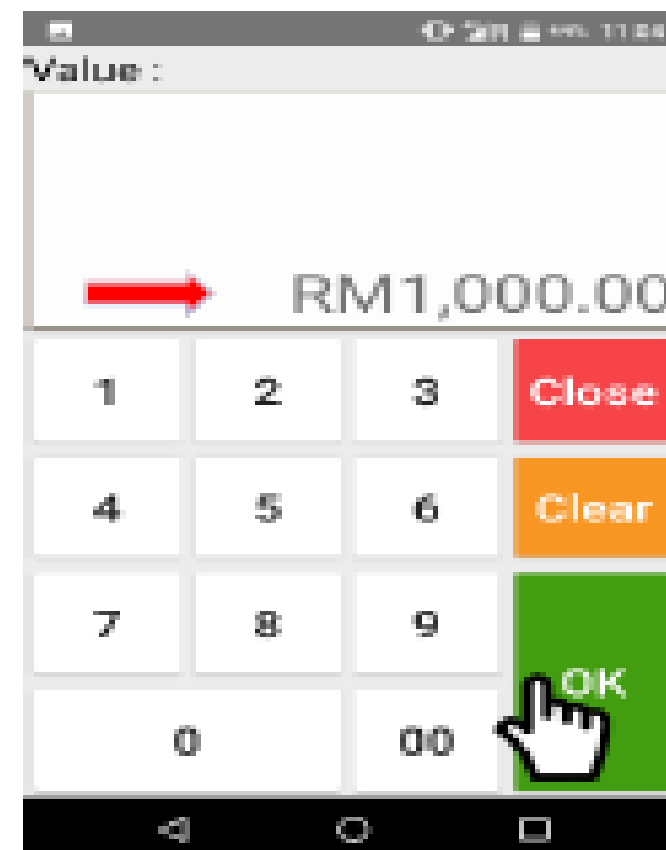
SALES (INSERT CARD / MANUAL ENTRY)



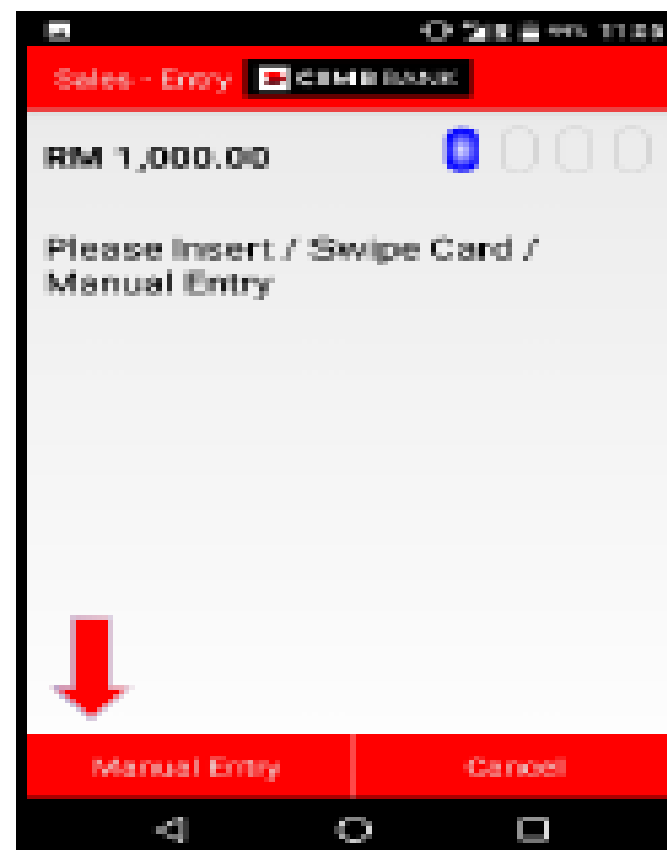
1. Tap on Payment icon



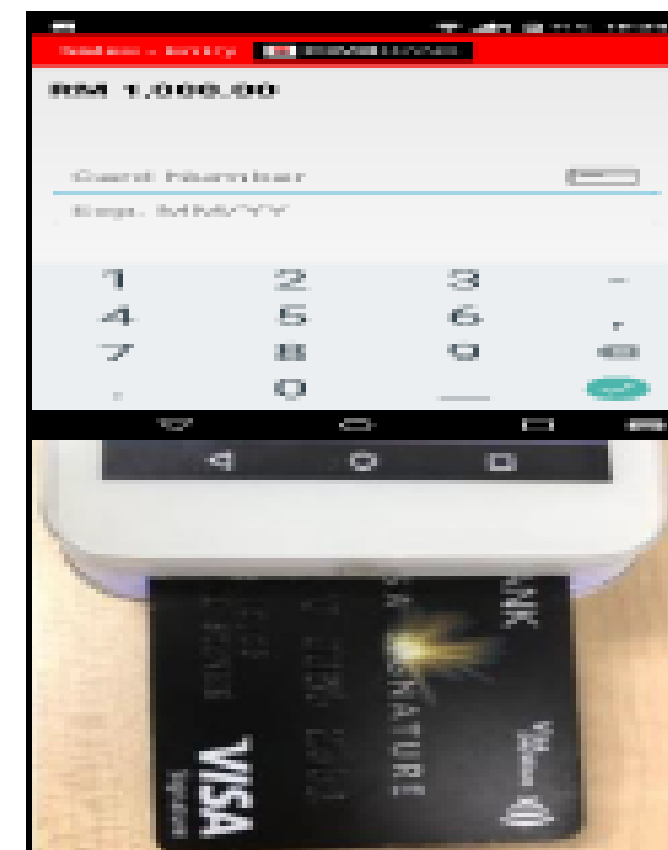
2. Select installment plan



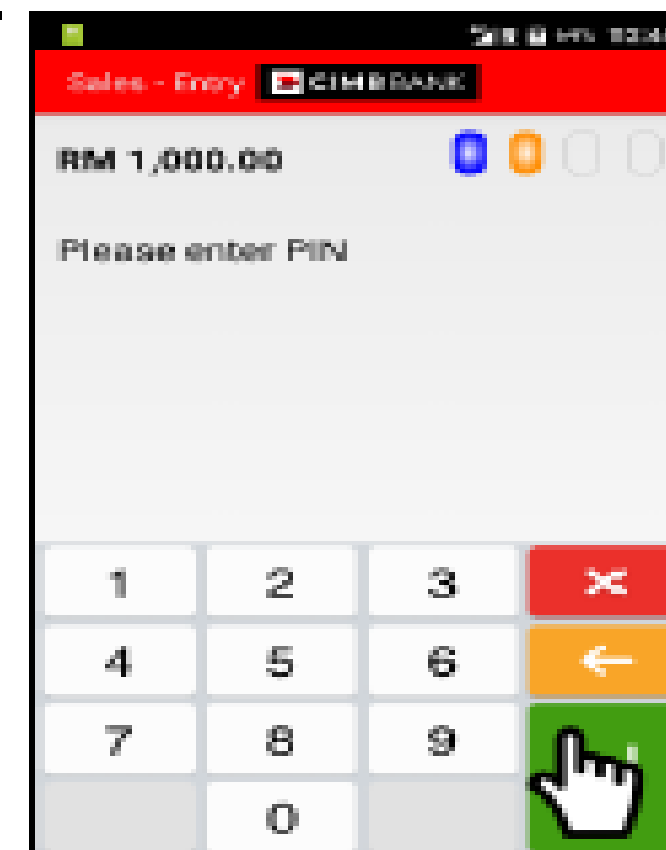
3. Key in sale amount and tap <OK>



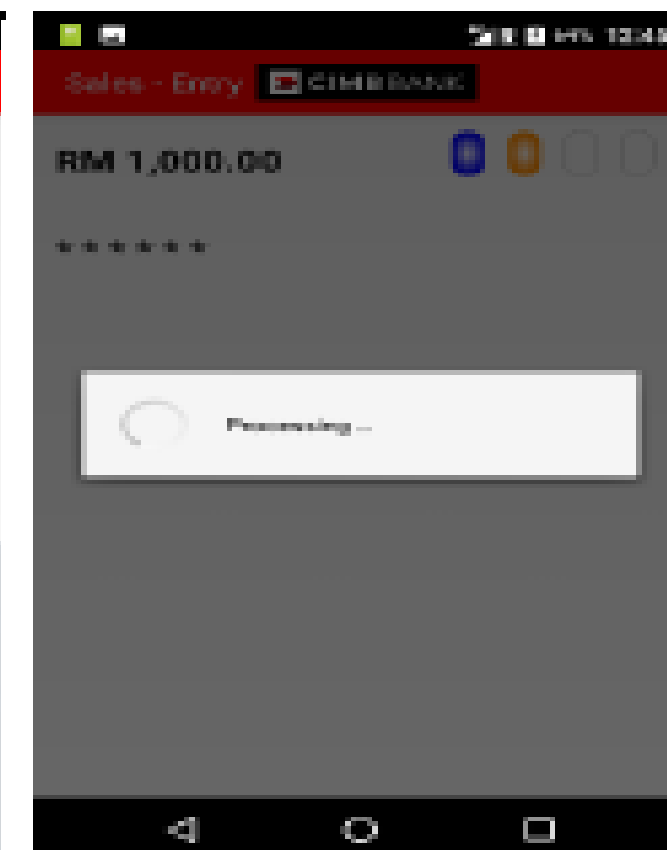
4. Choose to insert card or manual entry



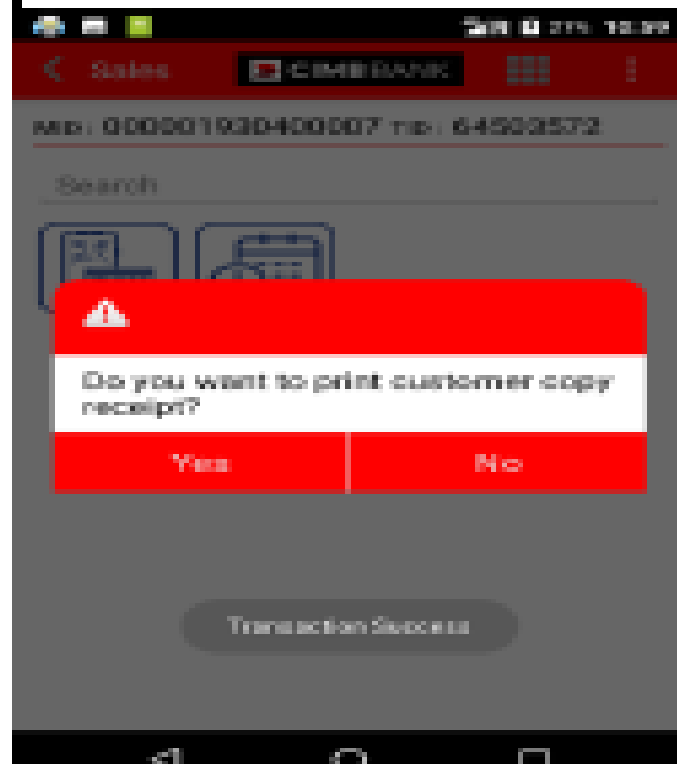
5. Insert card or Manual entry



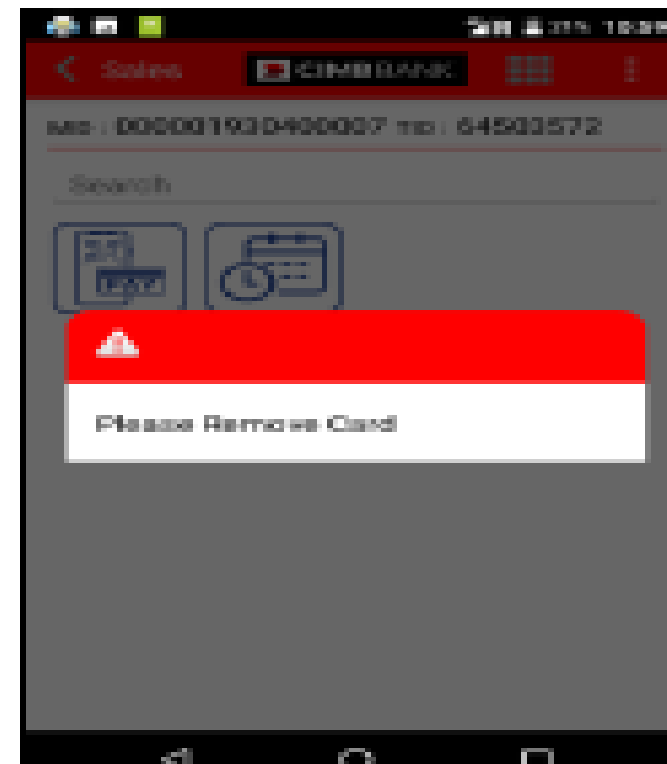
6. Key in 6 digit of PIN numbers and press <ENTER>. For manual entry pin number not required



7. After enter pin or manual entry card details transaction processing



8. Transaction approved and print merchant copy receipt. Press <Yes> for Customer copy receipt



9. Remove card (For Chip Transaction)



LOYALTY. INQUIRY & REDEMPTION PROCEDURE.



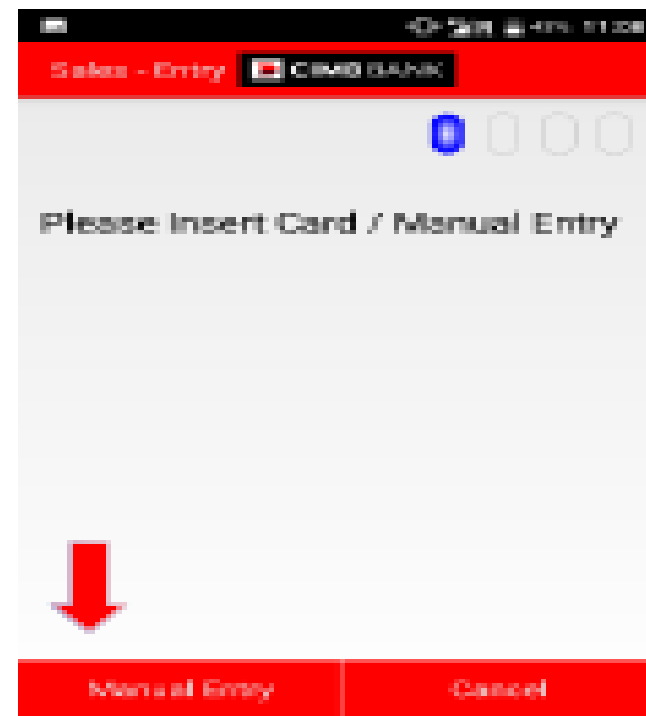
INQUIRY (INSERT CARD / MANUAL ENTRY)



1. Tap on Payment icon



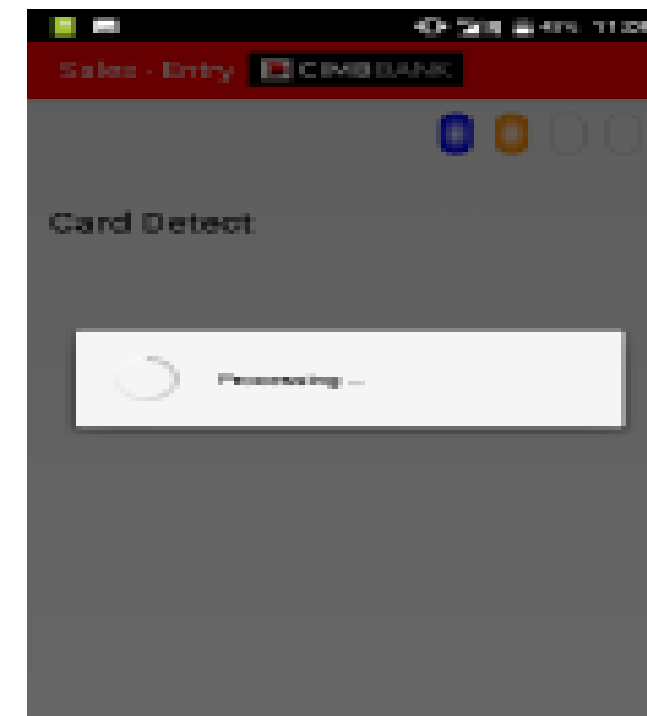
2. Select CIMB8PV ENQ for loyalty inquiry



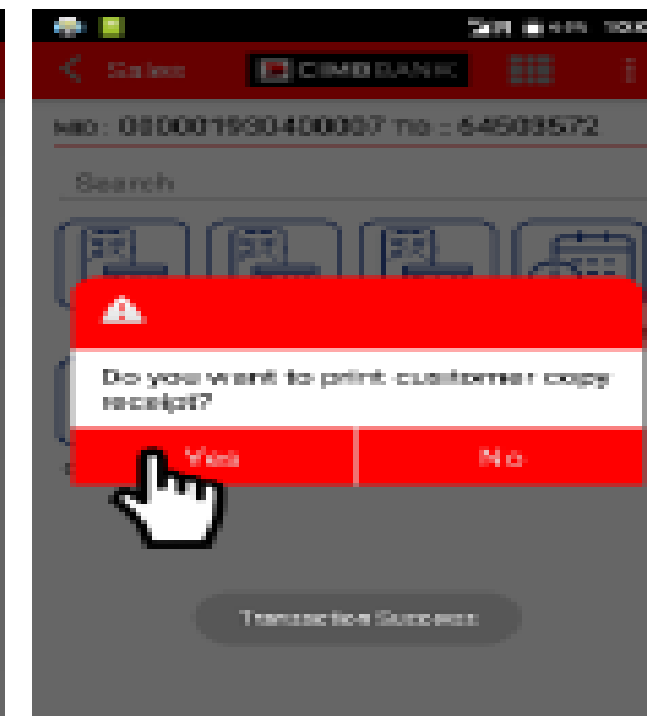
3. Choose payment type - Insert card or Manual entry



4. Manual entry or insert payment card



5. PIN not required for enquiry



6. Transaction approved and print merchant copy receipt. Press <Yes> for Customer copy receipt.



7. Remove card (For Chip Transaction)

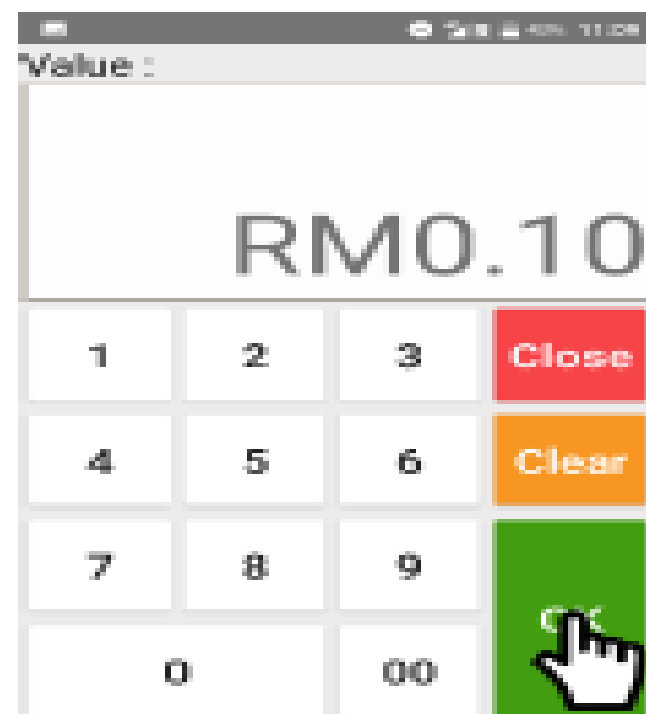
REDEMPTION (INSERT CARD / MANUAL ENTRY)



1. Tap on Payment icon



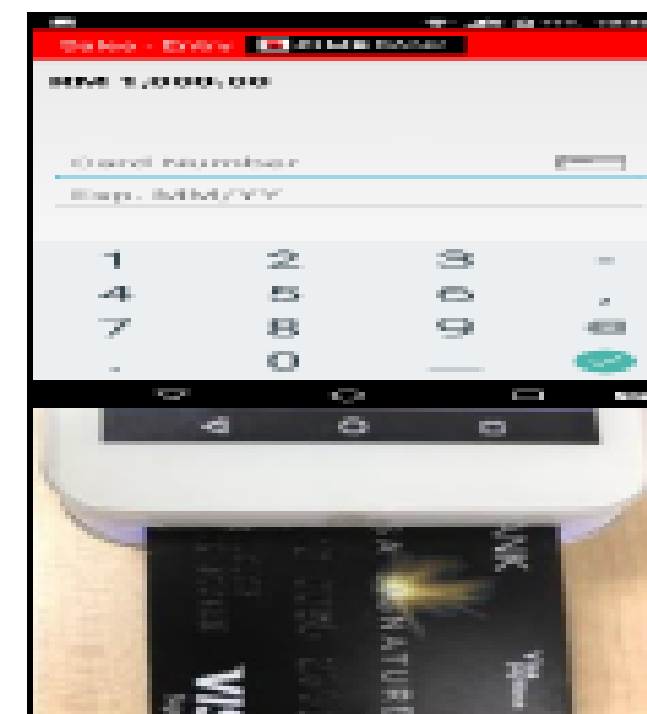
2. Select CIMB8PV RDM for loyalty inquiry



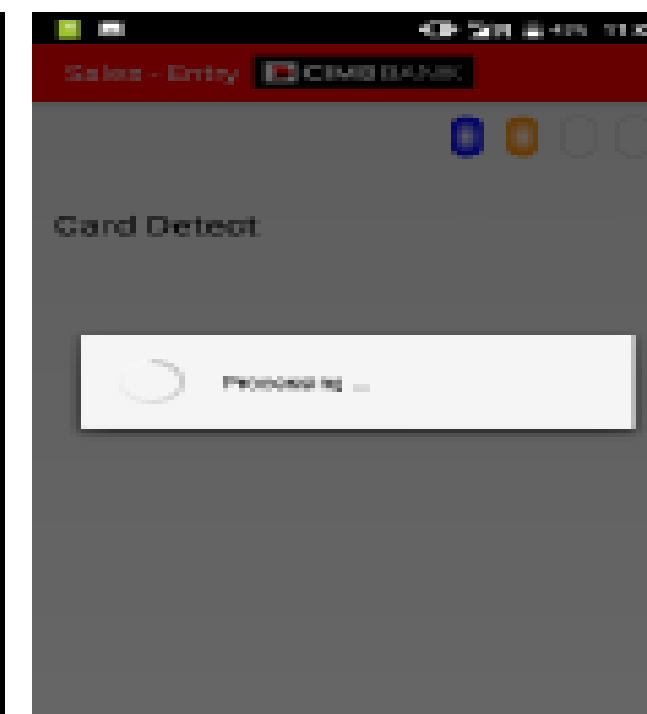
3. Key in Redeem amount and tap <OK>



4. Choose payment type - Insert card or Manual entry



5. Manual entry or insert payment card



6. PIN not required for enquiry



5. Transaction approved and print merchant copy receipt. Press <Yes> for Customer copy receipt.

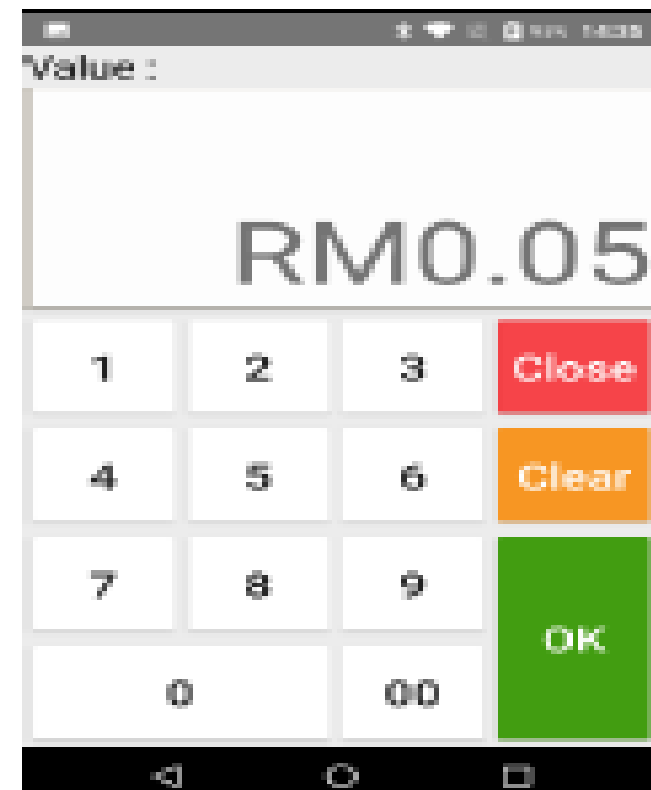
PARTIAL REDEEM



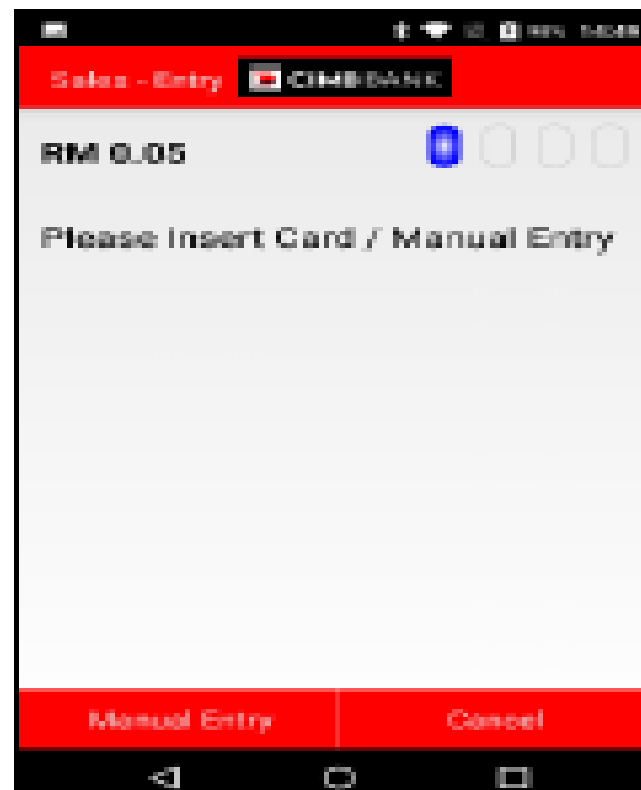
1. Tap on Payment icon



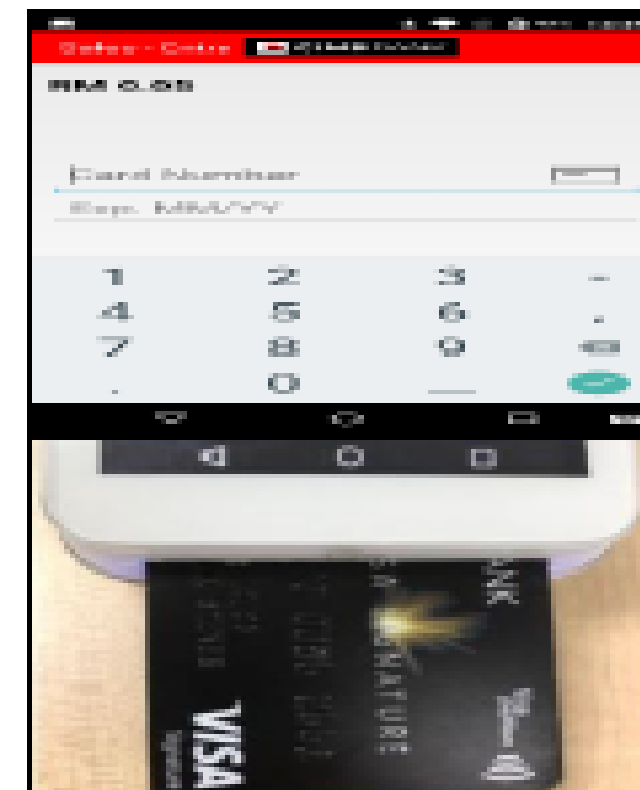
2. Select CIMBBPV PVRDM for Partial Redeem



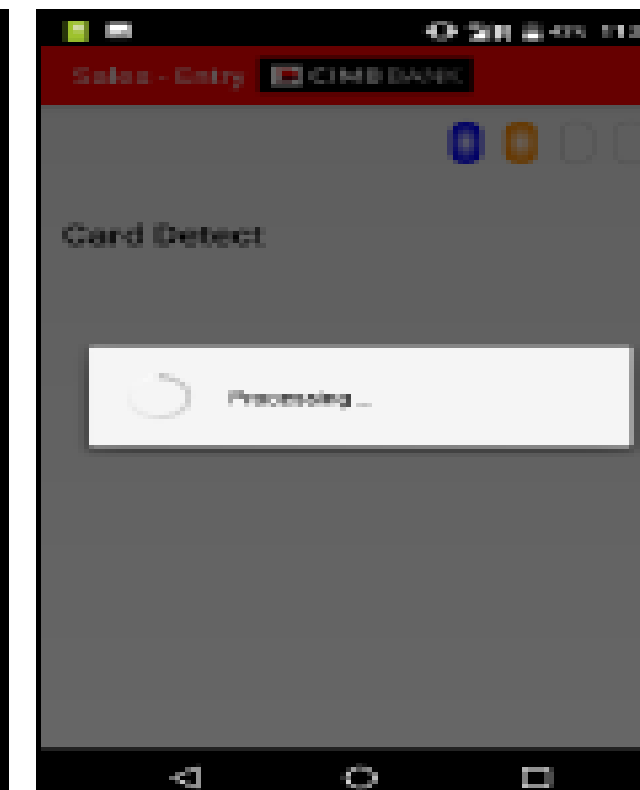
3. Enter amount



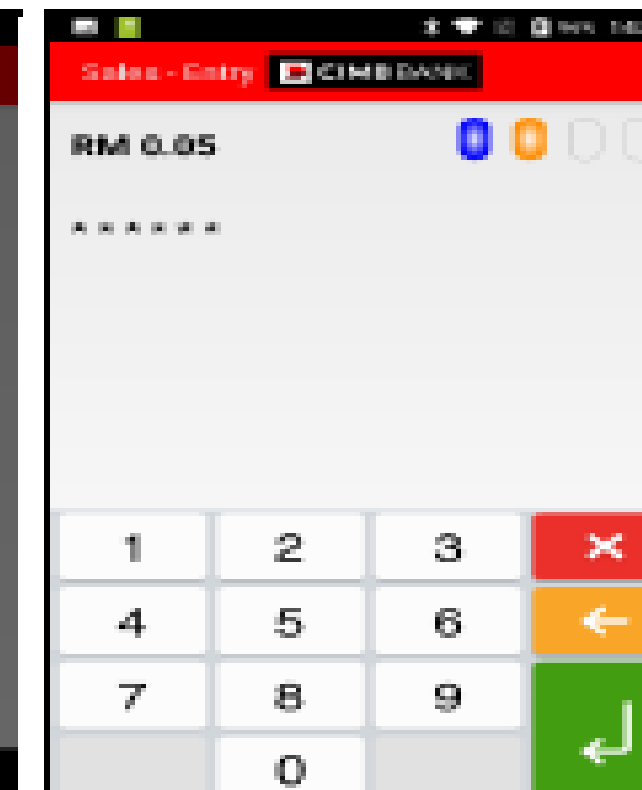
4. Choose payment type - Insert card or Manual entry



5. Manual entry or insert payment card

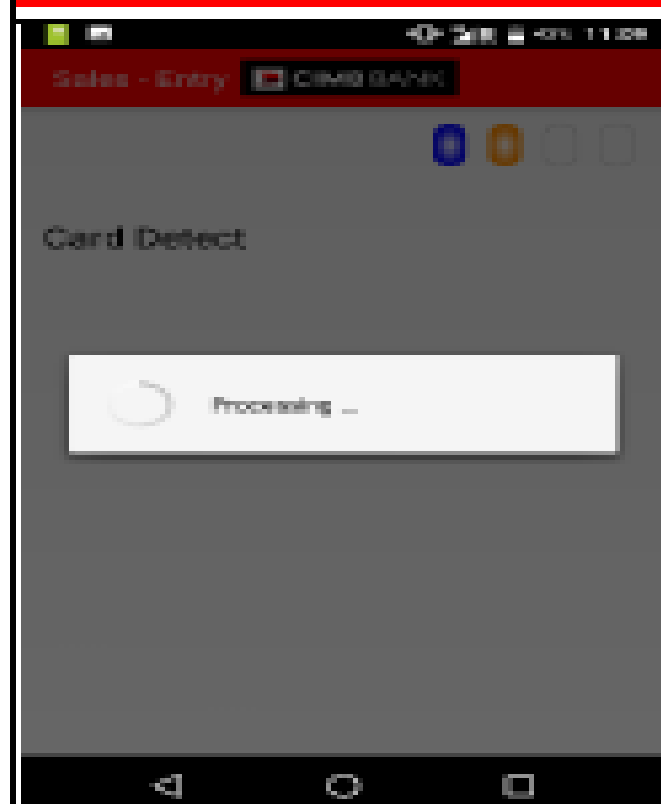


6. Insert Card - Card detect



7. PIN requirer for insert card. Enter pin.

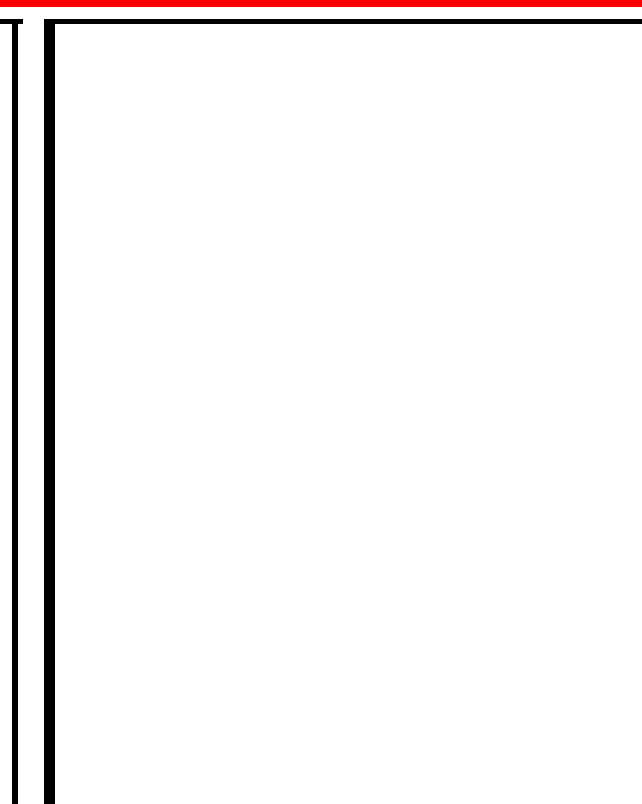
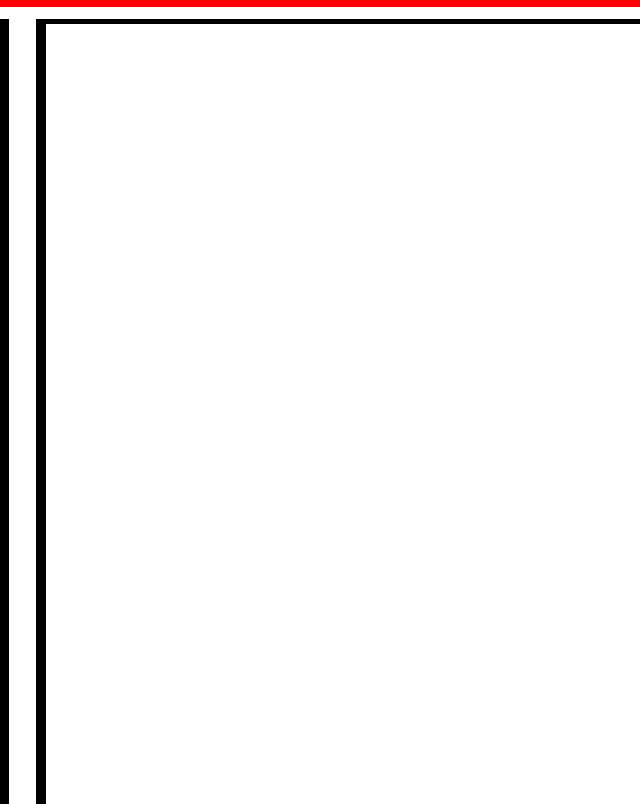
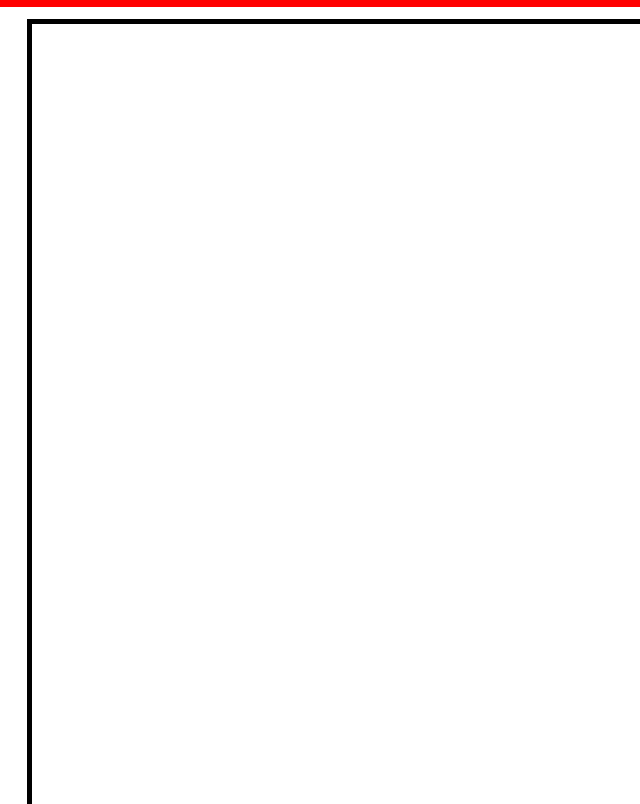
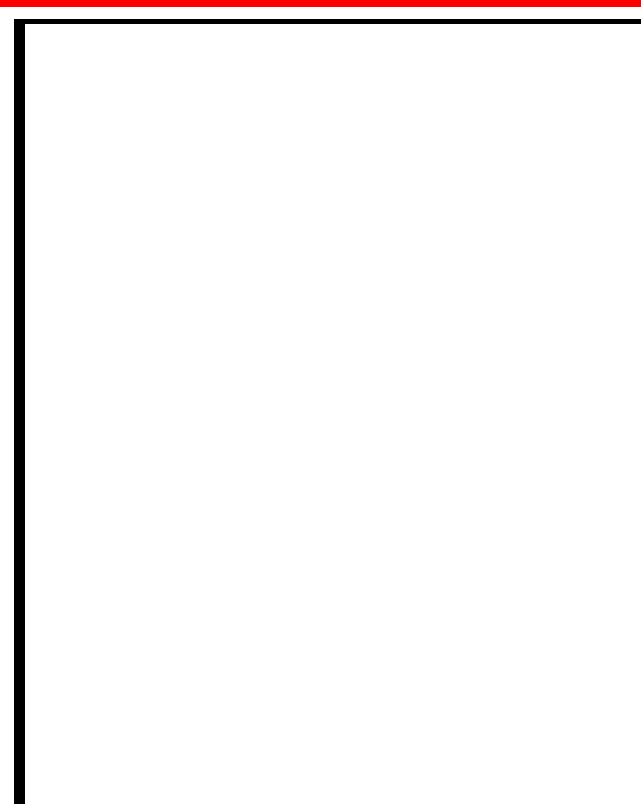
PARTIAL REDEEM



8. Processing after enter pin



9. Transaction success. Press YES to print customer copy.





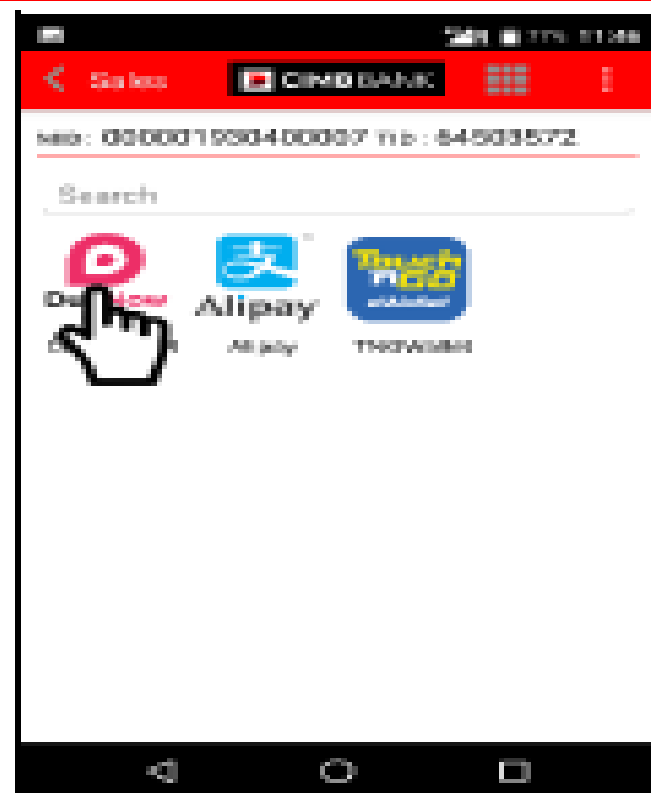
CIMBQR. SALE , VOID & QUERY/CHECK STATUS PROCEDURE.



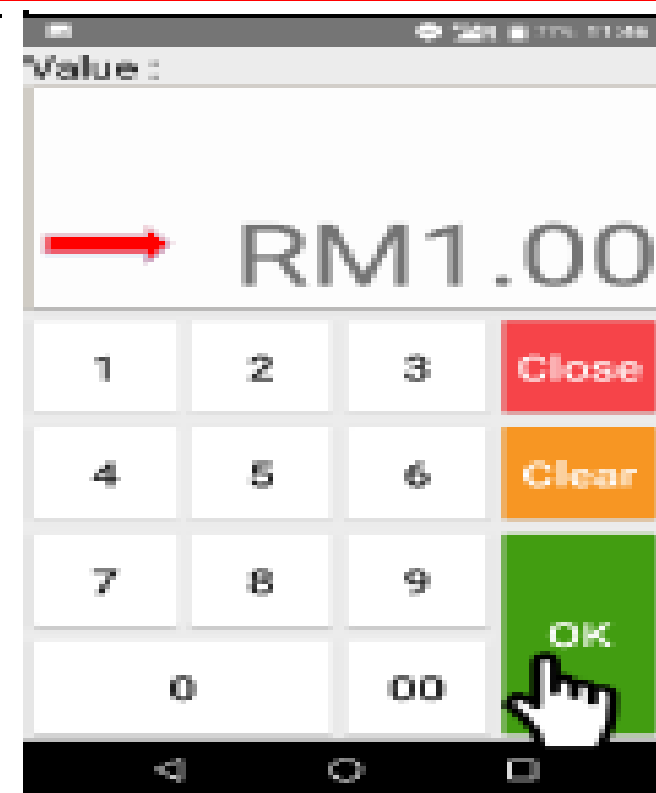
SALE CIMB QR



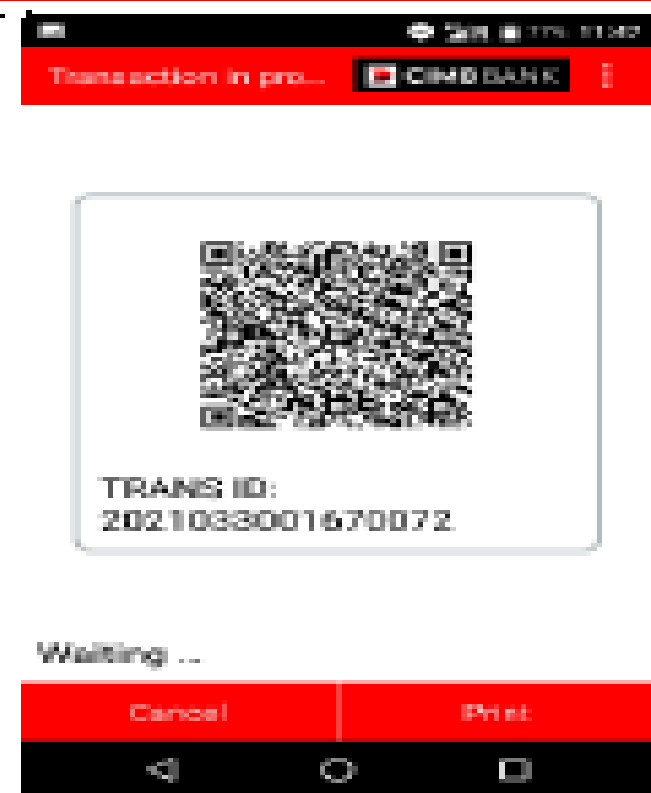
1. Tap on <CIMB QR> icon



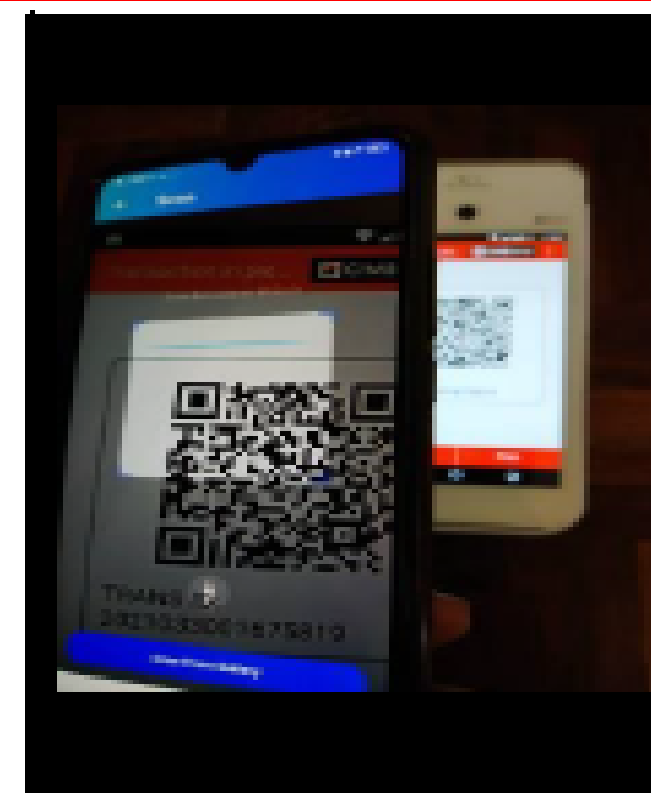
2. Select Duit Now



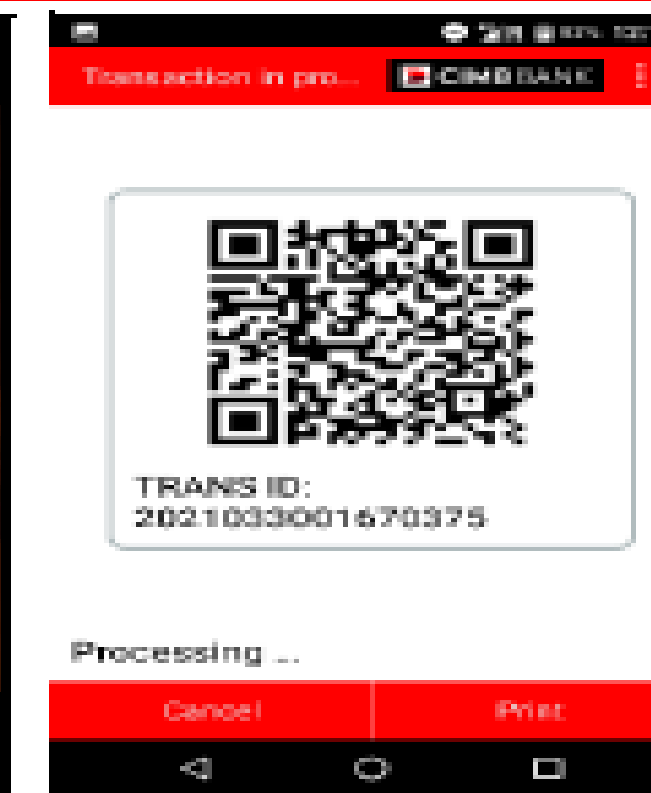
3. Key in amount and tap <OK>



4. Dynamic QR display



5. Scan the QR

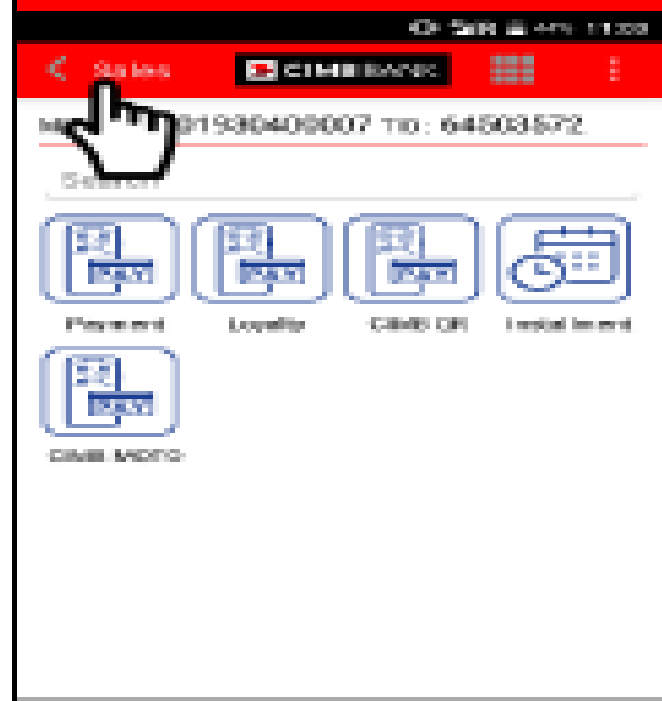


6. Terminal is processing the transaction



7. Transaction approved and print merchant copy receipt. Press <Yes> for Customer copy.

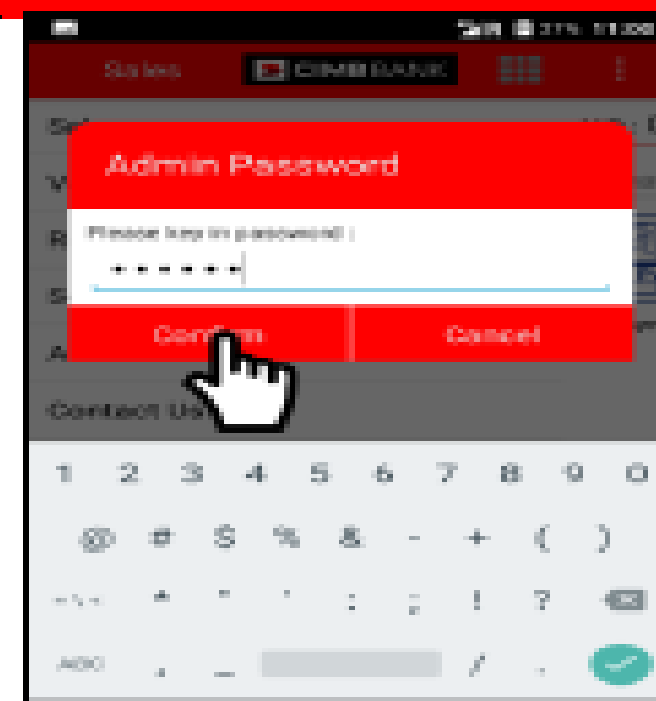
VOID SALE



1. Tap on "<" at left top corner



2. Select <Void> at side menu



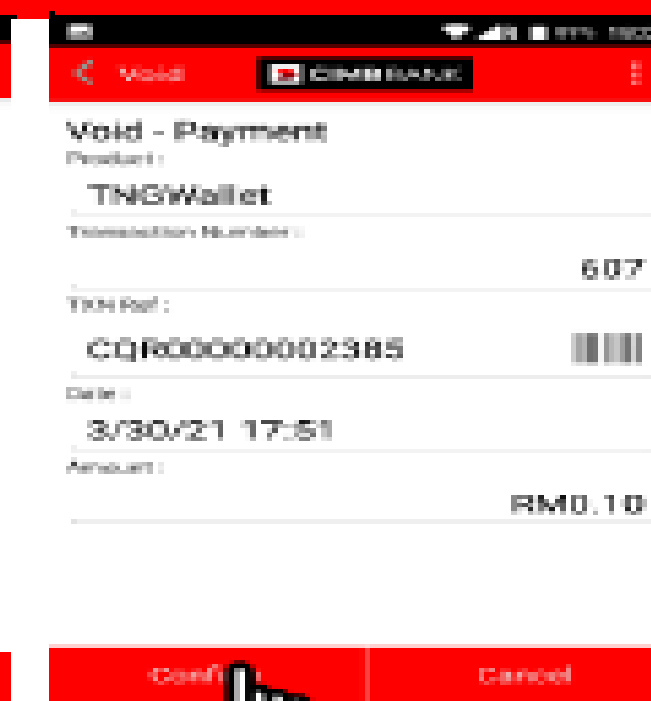
3. Key in admin password and press <Confirm>



4. Tap on <CIMB QR> icon



5. Select sale transaction record or Key in Txn Ref (Refer to sale receipt)

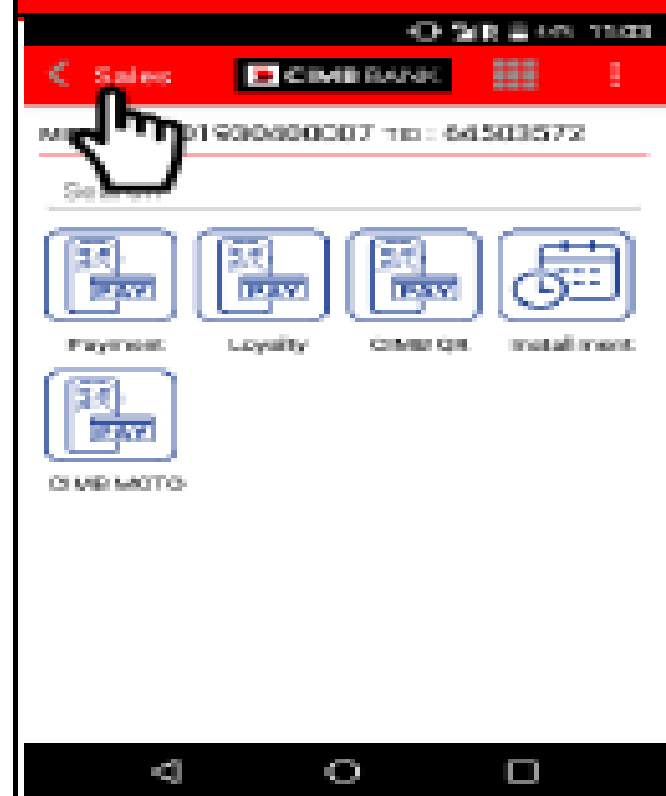


6. Confirm transaction details. Press <Yes> to proceed with void



7. Transaction approved and prints merchant copy receipt. Press <Yes> to print customer copy.

CHECK STATUS



1. Tap on "<" at left top corner



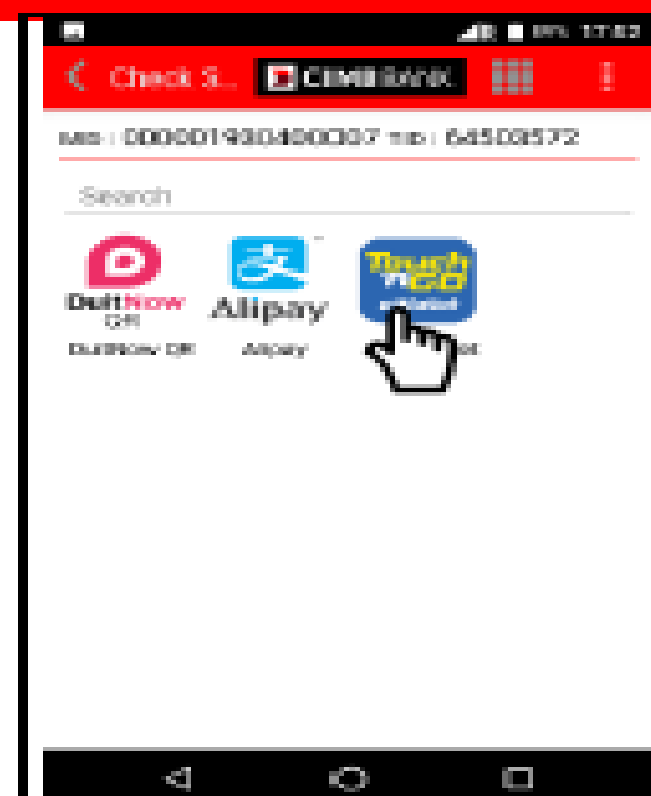
2. Select <Admin> at side menu



3. Select <Check Status> from Admin menu



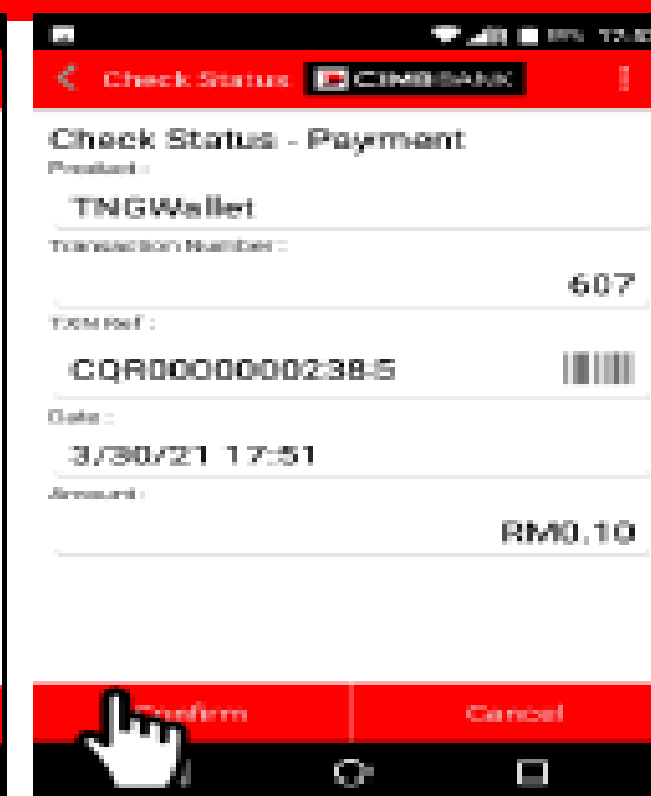
4. Tap on <CIMB QR> icon



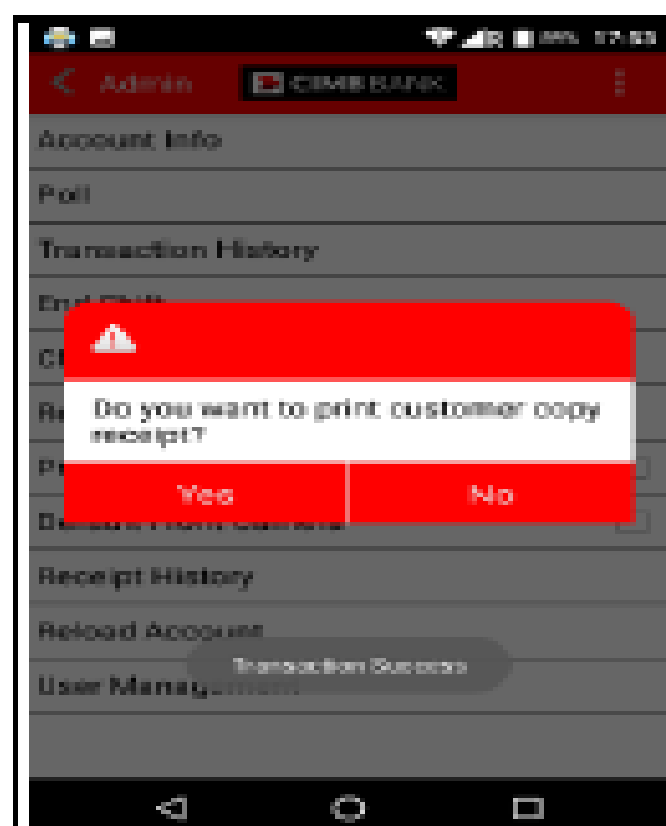
5. Select which sale transaction is Pending



6. Select sale transaction record.



7. Press <Confirm>



8. Transaction approved and prints merchant copy receipt. Press <Yes> to print customer copy.



HOTEL FUNCTION , PRE-AUTH, PROCEDURE.



PRE-AUTH SALE

<p>1. Tap on "<" at left top corner</p>	<p>2. Select <Pre-Auth> at side menu</p>	<p>3. Select <Pre-Auth Sale></p>	<p>3. Select <Payment> icon</p>	<p>4. Enter amount & press <OK></p>	<p>5. Choose either Insert Card or Manual Entry</p>	<p>6. Top - Manual entry - Key in details card. Bottom - Insert Card</p>

PRE-AUTH SALE

<p>7. Enter PIN number for if insert card. For manual entry doesn't require PIN number.</p>	<p>8. Transaction successful. Press <YES> to print customer copy.</p>					



HOTEL FUNCTION , PRE-AUTH COMPLETION, PROCEDURE.



PRE-AUTH COMPLETION



1. Tap on "<" at left top corner



2. Select <Pre-Auth> at side menu



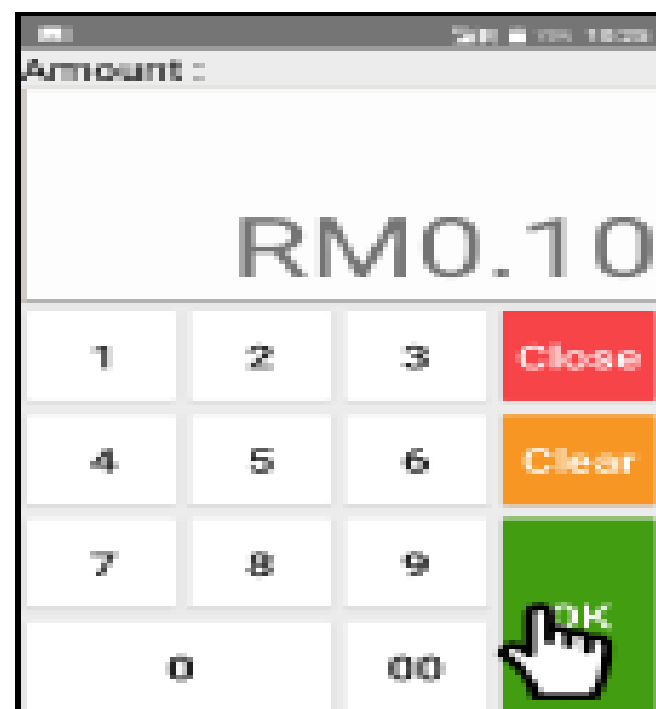
3. Select <Pre-Auth Completion>



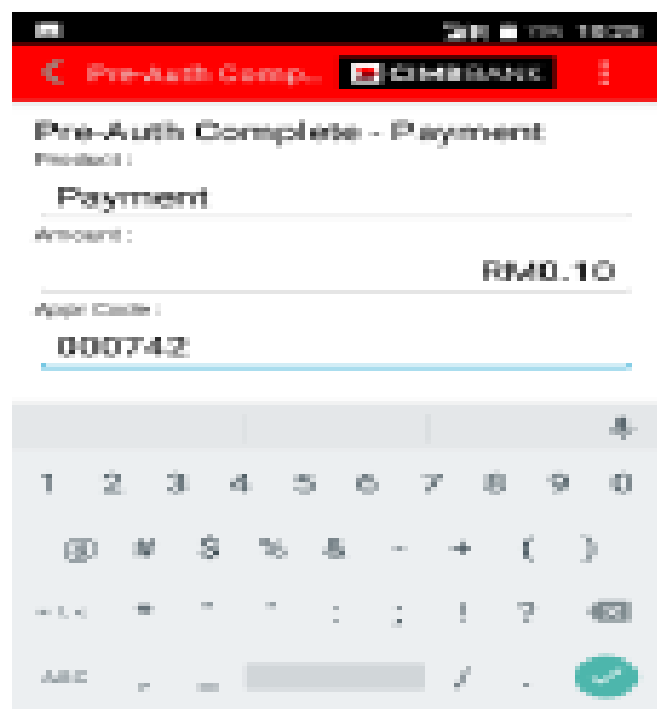
3. Select <Payment> icon



4. Press <Card Entry>



5. Enter amount base on Pre-Auth sale transaction then press <OK>.

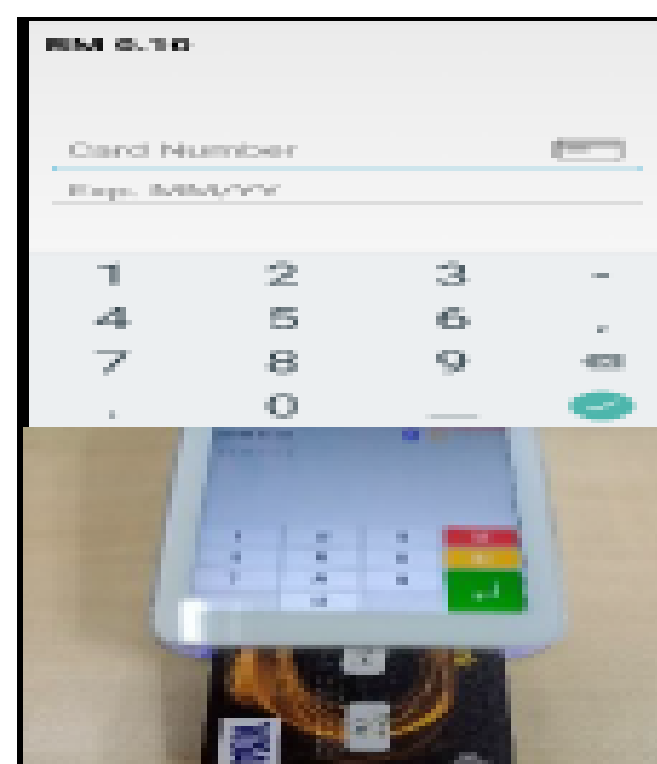


6. Enter Appr Code from Pre-Auth Sale receipt.

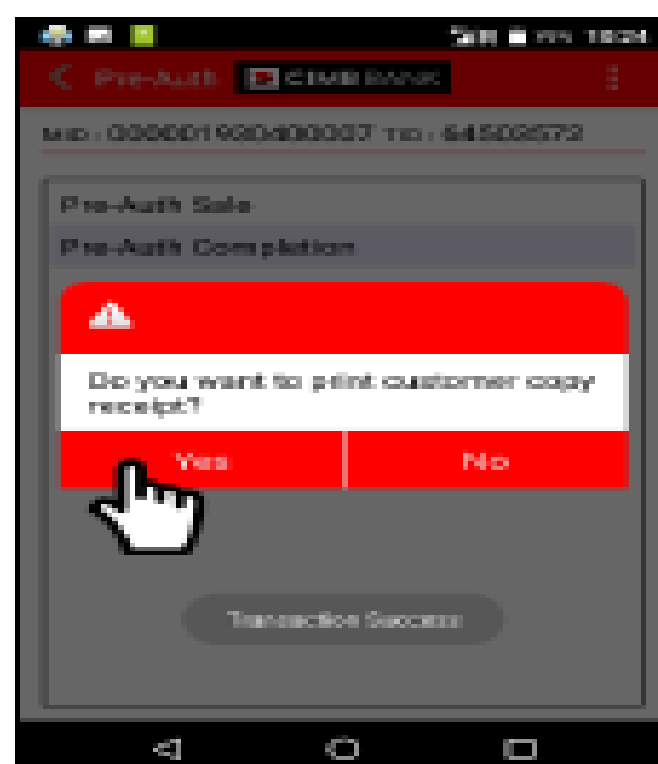
PRE-AUTH SALE COMPLETION



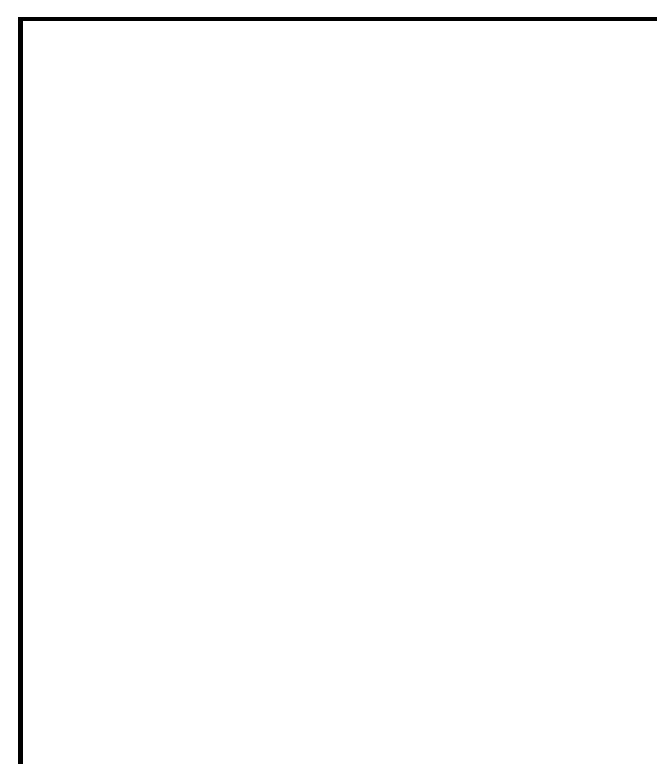
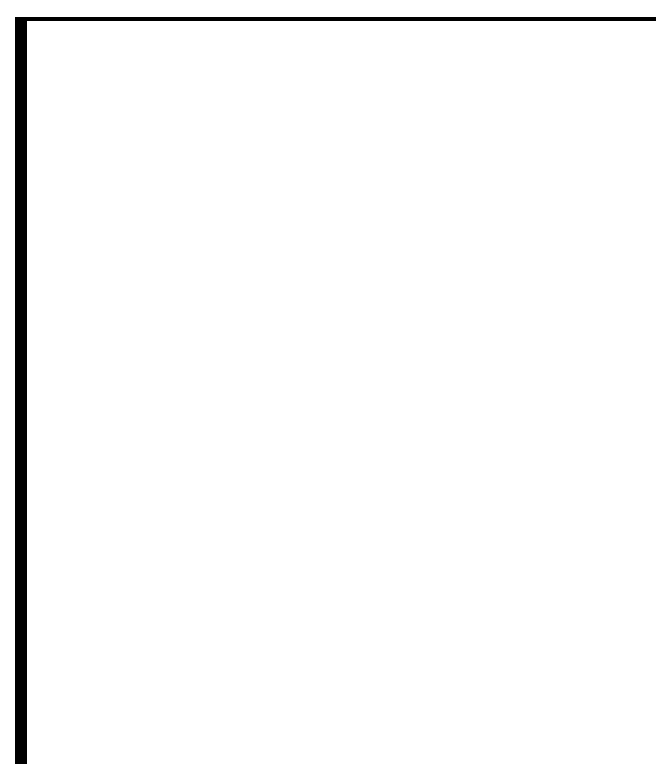
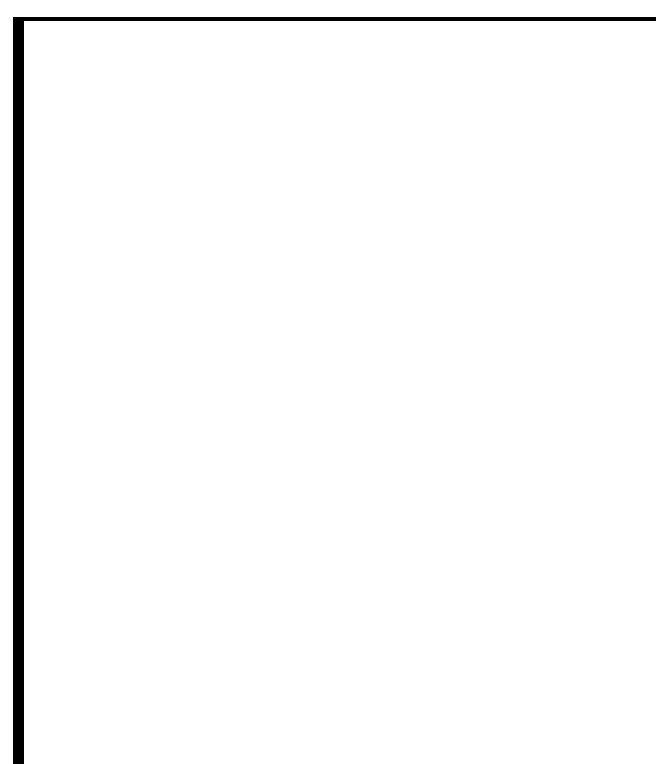
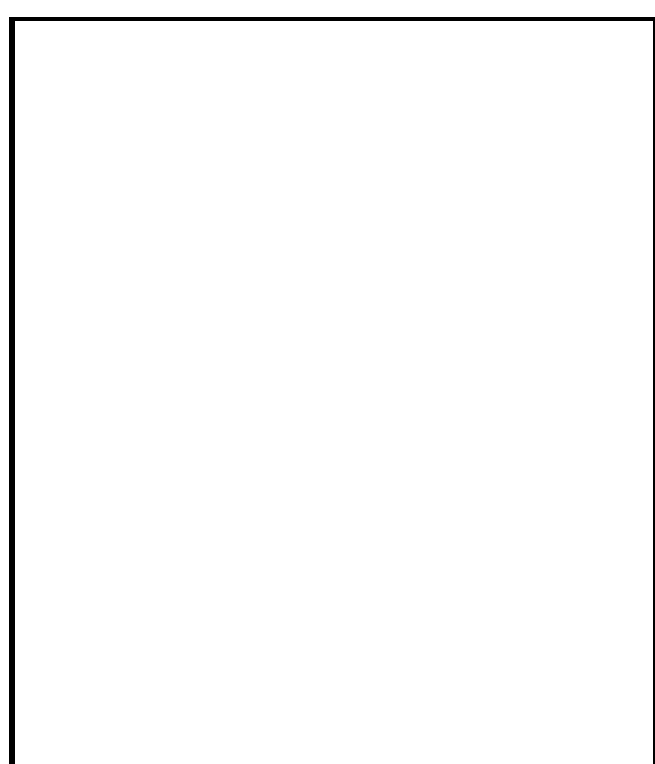
7. Choose either Insert Card or Manual Entry.



8. Top is Manual Entry & Bottom is Insert Card. Both selection doesn't required to enter PIN.



9. Transaction successful. Press <YES> to print customer copy.



Thank You

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