S80 Batch Procedure

From the idle prompt press **[FUNC]** then **[CLEAR]** to access, or press **[FUNC]** to access via the Function Menu.

> **INPUT ACCOUNT**
> **CREDIT**
> **SALE**

Press **[3]** to batch to host.

> **FUNCTION MENU**
> 1. Help
> 2. Report
> 3. Batch
> 4. Review

Press **[1]** to close the batch.

> **Batch Menu:**
> 1. Batch Close
> 2. Force Batch
> 3. Host Totals

Note: The selections in the Batch Menu will vary with the Host Processor. With some, there are a number of different choices but others start the batch process immediately.

The terminal will contact the host processor and print a batch report.

PAX Technology

S80 Quick Reference Guide

S80 Simple Credit Sale

Be sure the terminal is at the Idle Prompt.

```
INPUT ACCOUNT
              CREDIT
                SALE
```

Swipe the credit card or manually key in the account number and expiration date.

Input the dollar amount of the transaction then press **[ENTER]**.

```
CREDIT    SALE
AMOUNT    0.00
```

The terminal contacts the Host Processor for an approval and prints one receipt.
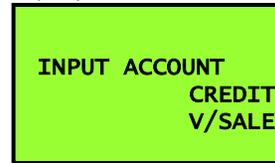
Press any key for the second receipt to be printed. If a second receipt is not wanted, press **[CANCEL]**.

```
TEAR SLIP   ---->
Press any Key ...
```

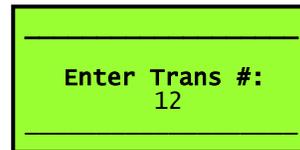# S80 Credit Void

From the Idle prompt use the **[UP/DOWN]** button until V/SALE displays.

```
INPUT ACCOUNT
              CREDIT
               V/SALE
```

Swipe the credit card. Or manually key in the account number and expiration date.

Input the transaction # to be voided.

```
_____
Enter Trans #:
        12
_____
```

The terminal searches the database for a Sale transaction that matches the criteria. Once found, confirm the transaction and press [ENTER].
If the terminal does not find the transaction, it displays "TRANS NOT FOUND!" and backs to idle screen.
If the transaction has already been voided, it displays "ALREADY VOIDED" and backs to idle screen.
If the card is not the same one by which sale transaction is done, it displays "ACCOUNT MISMATCH" and returns to the idle screen.

View the transaction on the display to verify it is the correct transaction then Press **[ENTER].**

The terminal contacts the Host Processor for an approval and prints one receipt.

Press any key for the second receipt to be printed. If a second receipt is not wanted, press **[CANCEL]**.
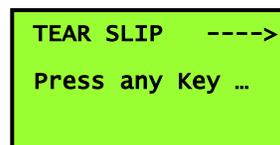
```
TEAR SLIP   ---->
Press any Key ...
```

S80 Issue/Activate Gift Card

Be sure the terminal is at the Idle Prompt.

From the Idle prompt use the **[SHORTCUT]** button until GIFT is displayed, then press **[UP/DOWN]** or **[SHORTCUT]** button until ACTIVATE is displayed.

```
INPUT ACCOUNT
               GIFT
            ACTIVATE
```

Swipe the gift card or key in the account number and expiry date manually.

Input the dollar amount of the transaction then press **[ENTER]**

```
GIFT   ACTIVATE
AMOUNT     0.00
```

The terminal will contact the Host Processor for an approval and print one receipt.

Press any key for the second receipt to be printed.
If a second receipt is not wanted, press **[CANCEL]**.

```
TEAR SLIP   ---->
Press any Key ...
```