

# HyperWare® Retail Software

## Quick Reference Card

ICE 5500/5700 with SPOS 05D

### Credit Sale

Terminal Display	Action
SWIPE CUSTOMER CARD	Swipe credit card through card reader.
AMOUNT \$0.00	Enter amount of sale.
COMMS	Terminal dials host.
SIGN BELOW AND PRESS ENTER X	Sign screen for Electronic Receipt Capture. <b>Important:</b> Use only provided stylus on screen.
RESPONSE	Approval number is displayed on screen, and printed on receipt.
Approval 123456	

### Debit Sale

Terminal Display	Action
PRESS HERE FOR MENU	Touch Menu Bar at top of screen.
NEW TRANS	Touch NEW TRANS on display.
SALE	Touch SALE on display.
CREDIT CARD DEBIT CARD	Touch DEBIT CARD on display.
SWIPE CUSTOMER CARD	Swipe card through card reader.
AMOUNT \$0.00	Enter amount of sale.
PIN PAD Waiting for PIN	Customer enters PIN on terminal keypad.
COMMS	Terminal dials host.
RESPONSE	Approval number is displayed on screen, and printed on receipt.
Approval 123456	

### EBT Sale

Terminal Display	Action
PRESS HERE FOR MENU	Touch Menu Bar at top of screen.
NEW TRANS	Touch NEW TRANS on display.
SALE	Touch SALE on display.
EBT CARD	Touch EBT CARD on display.
SWIPE CUSTOMER CARD	Swipe card through card reader.
1-FOOD STAMP 2-CASH BENEFIT	Touch FOOD STAMP or CASH BENEFIT.
AMOUNT \$0.00	Enter amount of sale.
PIN PAD Waiting for PIN	Customer enters PIN on terminal keypad.
COMMS	Terminal dials host.
RESPONSE	Approval number is displayed on screen, and printed on receipt.
Approval 123456	

### Credit or Debit Refund

Terminal Display	Action
PRESS HERE FOR MENU	Touch Menu Bar at top of screen.
NEW TRANS	Touch NEW TRANS on display.
REFUND	Touch REFUND on display.
CREDIT CARD DEBIT CARD	Touch CREDIT or DEBIT on display.
SWIPE CUSTOMER CARD	Swipe card through card reader.
AMOUNT \$0.00	Enter amount of refund (Debit customer enters PIN).
TRANSACTION ACCEPTED	Refund is complete.



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## Reprint Last Receipt

Terminal Display	Action
PRESS HERE FOR MENU	Touch Menu Bar at top of screen.
REPORTS	Touch REPORTS on display.
REPRINT	Touch REPRINT on display.
LAST BY INVOICE	Touch LAST on display.
1-MERCHANT RECPT 2-CUSTOMER RECPT	Touch MERCHANT RECEIPT or CUSTOMER RECEIPT.
REPRINT COMPLETE	Receipt is printed.

## Offline/Force

Terminal Display	Action
PRESS HERE FOR MENU	Touch Menu Bar at top of screen.
NEW TRANS	Touch NEW TRANS on display.
FORCE	Touch FORCE on display.
CREDIT CARD PRIOR EBT EBT REFUND	Touch CREDIT CARD on display.
**OFFLINE MODE** ENTER ACCOUNT NUMBER	Enter card number.
AMOUNT \$0.00	Enter amount of sale.
ENTER APPROVAL CODE	Enter approval code from voice authorization.
TRANSACTION ACCEPTED	Offline/Force is complete.

## Batch Report (Summary)

Terminal Display	Action
PRESS HERE FOR MENU	Touch Menu Bar at top of screen.
REPORTS	Touch REPORTS on display.
SUMMARY	Touch SUMMARY on display.
SCANNING BATCH	Terminal scans for Batch Totals and prints Summary Report.

## Batch Report (Audit)

Terminal Display	Action
PRESS HERE FOR MENU	Touch Menu Bar at top of screen.
REPORTS	Touch REPORTS on display.
AUDIT	Touch AUDIT on display.
HOST NUMBER	Enter Host Number or '0' for all hosts.
PRINTING	Audit report is printed.

## Batch Settle

Terminal Display	Action
PRESS HERE FOR MENU	Touch Menu Bar at top of screen.
BATCH	Touch BATCH on display.
SETTLE	Touch SETTLE on display.
ENTER PASSWORD	Enter password on display.
HOST NUMBER	Touch '0' for all hosts or enter Host Number.
SCANNING BATCH	Terminal scans for Batch Totals.
SALES TOTAL CORRECT?	Press YES to confirm sale.
REFUND TOTAL CORRECT?	Press YES to confirm refund total.
COMMS	Terminal dials host.
RESPONSE Approval	Settlement is complete.
SCANNING BATCH	Settlement report is printed.



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### World Headquarters

2851 West Kathleen Road • Phoenix, AZ 85053

602.504.5000 • 877.HYPERCOM within USA • Fax: 602.504.5166

e-mail: [info@hypercom.com](mailto:info@hypercom.com) • Web: [www.hypercom.com](http://www.hypercom.com)

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