

LinkPoint Restaurant CARDnet

Quick Reference Card



FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
DINE IN	1. SWIPE CARD FOR SALE	1. Press [SALE] .
	2. DINE TAB	2. Press the left [▲] key.
	3. SALE ENTER ACCOUNT #	3. Swipe card or key in credit card number and press [ENTER] .
	4. ENTER LAST 4 DIGITS	4. Key in last four digits of card, press [ENTER] .
	5. ENTER EXP DATE MMY	5. Key in 4-digit expiration date, press [ENTER] .
	6. IS CARD PRESENT?	6. Either press [ENTER] for "Yes" or press [BACK SPACE] for "No".
	7. IMPRINT CARD NOW!	7. After card is imprinted, press [ENTER] or press [ENTER] to bypass this prompt.
	8. ENTER BASE AMOUNT	8. Key in the sale amount and press [ENTER] .
	9. ENTER TIP AMOUNT	9. Key in the tip amount and press [ENTER] or just press [ENTER] to add tip later.
	10. TOTAL \$XX.XX IS THIS CORRECT?	10. Press [ENTER] for "Yes" or press [BACK SPACE] for "No".
	11. ENTER SERVER ID	11. Key in the server ID and press [ENTER] .
	12. DIALING...	12. Please wait...
	13. AP XXXX SEQ XXX	13. Please wait for the merchant receipt.
	14. TEAR NOW, PRESS ENTER	14. Press [ENTER] to print customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
OPENING BAR TAB	1. SWIPE CARD FOR SALE	1. Press [SALE] .
	2. DINE TAB	2. Press the middle [▲] key.
	3. BAR TAB ENTER ACCOUNT #	3. Swipe card or key in the card number and press [ENTER] .
	4. ENTER LAST 4 DIGITS	4. Key in last four digits of card, press [ENTER] .
	5. ENTER EXP DATE MMY	5. Key in 4-digit expiration date, press [ENTER] .
	6. IS CARD PRESENT?	6. Either press [ENTER] for "Yes" or press [BACK SPACE] for "No".
	7. IMPRINT CARD NOW!	7. After card is imprinted, press [ENTER] or press [ENTER] to bypass this prompt.
	8. TAB PRE-AUTH AMOUNT \$XX.XX	8. Either press [ENTER] to start a tab with the preset amount displayed or key in a new amount and press [ENTER] .
	9. TOTAL \$XX.XX IS THIS CORRECT?	9. Press [ENTER] for "Yes" or press [BACK SPACE] for "No".
	10. ENTER SERVER ID	10. Key in the server ID and press [ENTER] .
	11. DIALING...	11. Please wait...
	12. AP XXXX SEQ XXX	12. Please wait for the merchant receipt.
	13. TEAR NOW, PRESS ENTER	13. Press [ENTER] to print a customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
ATM/DEBIT CARD SALE (OPTIONAL-PIN PAD REQUIRED)	1. SWIPE CARD FOR SALE	1. Press [ATM/DEBIT] .
	2. EBT DEBIT	2. Press the right [▲] key for debit.
	3. SALE ENTER ACCOUNT #	3. Swipe card.
	4. ENTER BASE AMOUNT	4. Key in sale amount and press [ENTER] .
	5. CUSTOMER ENTERS TIP	5. Please wait...

PIN PAD DISPLAY	PIN PAD ACTION
6. ENTER TIP AMOUNT	6. Customer keys in the tip amount and presses [ENTER] on the PIN pad.
7. CUSTOMER ENTERS CASHBACK	7. Please wait...

PIN PAD DISPLAY	PIN PAD ACTION
8. CASH BACK AMOUNT	8. Customer keys in the cash back amount and presses [ENTER] on the PIN pad.
9. TOTAL \$XX.XX IS THIS CORRECT?	9. Press [ENTER] for "Yes" or press [BACK SPACE] for "No".
10. WAITING FOR PIN	10. Please wait...

PIN PAD DISPLAY	PIN PAD ACTION
11. AMOUNT \$X.XX ENTER PIN	11. Customer keys in their PIN and presses [ENTER] on the PIN pad.
12. ENTER SERVER ID	12. Key in the server ID and press [ENTER] .
13. DIALING...	13. Please wait...
14. AP XXXX SEQ XXX	14. Please wait for the merchant receipt copy.
15. TEAR NOW, PRESS ENTER	15. Press [ENTER] to print a customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
AUTH ONLY	1. SWIPE CARD FOR SALE	1. Press [AUTH ONLY] key.
	2. AUTH ONLY ENTER ACCOUNT #	2. Swipe card or key in the card number and press [ENTER] .
	3. ENTER LAST 4 DIGITS	3. Key in last four digits of card, press [ENTER] .
	4. ENTER EXP DATE MMY	4. Key in 4-digit expiration date, press [ENTER] .
	5. IS CARD PRESENT?	5. Either press [ENTER] for "Yes" or press [BACK SPACE] for "No".
	6. IMPRINT CARD NOW!	6. After card is imprinted, press [ENTER] or press [ENTER] to bypass this prompt.
	7. ENTER BASE AMOUNT	7. Key in the sale amount and press [ENTER] .
	8. TOTAL \$XX.XX IS THIS CORRECT?	8. Press [ENTER] for "Yes" or press [BACK SPACE] for "No".
	9. ENTER SERVER ID	9. Key in the server ID and press [ENTER] .
	10. DIALING...	10. Please wait...
	11. AP XXXX	11. Please wait for the merchant receipt.
	12. TEAR NOW, PRESS ENTER	12. Press [ENTER] to print a customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
OFFLINE* (TICKET ONLY)	1. SWIPE CARD FOR SALE	1. Press [OFFLINE] .
	2. OFFLINE MUST AUTHORIZE FIRST OFFLINE ENTER ACCOUNT #	2. Swipe card or key in the card number and press [ENTER] .
	3. ENTER LAST 4 DIGITS	3. Key in the last four digits and press [ENTER] .
	4. ENTER EXP DATE MMY	4. Key in 4-digit expiration date, press [ENTER] .
	5. IS CARD PRESENT?	5. Either press [ENTER] for "Yes" or press [BACK SPACE] for "No".
	6. IMPRINT CARD NOW!	6. After card is imprinted, press [ENTER] .
	7. ENTER BASE AMOUNT	7. Key in the sale amount and press [ENTER] .
	8. ENTER TIP AMOUNT	8. Key in the tip amount, even if the tip amount is zero and press [ENTER] . If the tip amount is not known, press [ENTER] to bypass.
	9. TOTAL \$XX.XX IS THIS CORRECT?	9. Press [ENTER] for "Yes" or press [BACK SPACE] for "No".
	10. ENTER SERVER ID	10. Key in the server ID and press [ENTER] .
	11. AUTH CODE	11. Key in authorization code*, press [ENTER] .
	12. ACCEPTED SEQ XXX	12. Please wait...
	13. TEAR NOW, PRESS ENTER	13. Press [ENTER] to print customer receipt.

**This transaction must be performed after obtaining a voice authorization or an authorization only approval code.*

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
RETURN	1. SWIPE FOR SALE	1. Press [RETURN] .
	2. CREDIT DEBIT	2. Press the left [▲] key for credit or the right [▲] key for debit.
	3. ENTER ACCOUNT #	3. Swipe card or key in the card number and press [ENTER] .
	4. ENTER LAST 4 DIGITS	4. Key in the last four digits and press [ENTER] .
	5. ENTER EXP DATE MMY	5. Key in 4-digit expiration date, press [ENTER] .
	6. IS CARD PRESENT?	6. Either press [ENTER] for "Yes" or press [BACK SPACE] for "No".
	7. IMPRINT CARD NOW!	7. After card is imprinted, press [ENTER] .
	8. RETURN AMOUNT	8. Key in the return amount and press [ENTER] .
	9. TOTAL \$XX.XX IS THIS CORRECT?	9. Press [ENTER] for "Yes" or press [BACK SPACE] for "No".
	10. WAITING FOR PIN	10. Please wait

PIN PAD DISPLAY	PIN PAD ACTION
11. AMOUNT \$X.XX TYPE IN YOUR PIN...	11. Customer keys in their PIN and then presses [ENTER] on the PIN pad for debit return.
12. ENTER SERVER ID	12. Key in the server ID and press [ENTER] .
13. ACCEPTED XXXX SEQ XXX	13. Please wait for the merchant receipt.
14. TEAR NOW, PRESS ENTER	14. Press [ENTER] to print a customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
TOTAL REVIEW	1. SWIPE CARD FOR SALE	1. Press [REVIEW] key.
	2. TOTALS TRAN DETAIL	2. Press the left [▲] key to choose TOTALS.
	3. BATCH EMP CARD	3. Press the left [▲] key to choose BATCH.
	4. CURRENT HISTORY	4. Press the left [▲] key to choose CURRENT.
	5. BATCH TOTALS XXX ITEMS \$XX.XX	5. Press [ENTER] to review the total sales.
	6. BATCH TOTALS XXX SALES \$XX.XX	6. Press [ENTER] to review the total returns.
	7. BATCH TOTALS XXX RETS \$XX.XX	7. Press [CLEAR] twice to exit function.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
TELECHECK CHECK GUARANTEE	1. SWIPE CARD FOR SALE	1. Press [CHECK] .
	With Check Reader	
	2. TELECHECK INSERT CHECK	2. Insert the check into check reader.
	3. TELECHECK RE-INSERT CHECK	3. Re-insert the check into check reader.
	Without Check Reader	
	4. TELECHECK INSERT CHECK	4. Key in the MICR number printed on the check and press [ENTER] .
	5. TELECHECK MICR NUMBER AGAIN	5. Key in the MICR number again and press [ENTER] .
	6. ENTRIES DO NOT MATCH	6. Either re-insert check through check reader or re-enter MICR number manually.
	7. TELECHECK ENTER CHECK #	7. Key in the check number and press [ENTER] .
	8. TELECHECK PERSONAL/BUSINESS	8. Press left [▲] key to choose personal check or right [▲] key to choose business check.
	9. TELECHECK ENTER CHECK AMOUNT	9. Key in the check amount and press [ENTER] .
	10. TELECHECK SWIPE/ENTER DLN/ID #	10. Either swipe driver's license/ID card of the customer and press [ENTER] or key in driver's license/ID card number, press [ENTER] .
	11. TELECHECK ID EXP DATE (MMDDYY)	11. Key in the card expiration date in the MMDD YY format and press [ENTER] .
	12. TELECHECK ENTER STATE/ID CODE	12. If the driver's license or ID card number was keyed in, key in code of state that issued license or the ID code provided by TeleCheck and press [ENTER] .
	13. TELECHECK PHONE NUMBER	13. If prompted, key in the home phone number of the customer and press [ENTER] .
	14. TELECHECK WORK PHONE NUMBER	14. If prompted, key in the work phone number of the customer and press [ENTER] .
	15. TELECHECK ID ZIP CODE	15. If prompted, key in ZIP code of the customer's home address and press [ENTER] .
	16. TELECHECK SOCIAL SECURITY #	16. If prompted, key in the social security number of the customer and press [ENTER] .
	17. TELECHECK D.O.B. (MMDDYYYY)	17. If prompted, key in the date of birth of the customer and press [ENTER] .
	18. TELECHECK CLERK ID	18. If prompted, key in the employee ID number and press [ENTER] .
	19. TELECHECK DIALING...	19. Please wait...
20. TEAR NOW, PRESS ENTER	20. Press [ENTER] to print customer receipt.	
21. KEEP CHECK - DEPOSIT APPROVED +XXXX	21. If message displays, submit check for regular collection. Press [CLEAR] to exit function.	

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
ADD TIPS	1. SWIPE CARD FOR SALE	1. Press [ADJUST] key.
	2. EDIT TABS TIP	2. Press the right [▲] key for tip.
	3. INV SEQ EMP	3. Press the left [▲] key to choose the transaction to adjust by invoice number, press the middle [▲] key to choose by sequence number or press the right [▲] key to choose by employee ID.
	4. EDIT ADD TIP ENTER INV, SEQ OR EMP ID	4. Key in either the invoice number, sequence number or employee ID and press [ENTER] .
	5. XXX: INV XXXX XXXXXXXXXXXXXXXXX OK?	5. If correct transaction displays, press [ENTER] or press [BACK SPACE] until the correct transaction appears, then press [ENTER] .
	6. TIP \$X.XX ENTER AMT TO CHANGE	6. Key in the tip amount and press [ENTER] .
	7. XXX: TOTAL \$XX.XX OK EDIT	7. If the transaction total is correct, press the left [▲] key, if not press the right [▲] key.
	8. SEQ XXX UPDATED	8. Please wait...
	9. XXX: INV XXX XXXXXXXXXXXXXXXXX OK?	9. If the next untipped transaction displays, either press [ENTER] , to add a tip, press [BACK SPACE] to scroll to the next transaction or press [CLEAR] to exit the function.
	10. Prnt SRV XXXX Rpt? YES NO	10. If report request displays, either press the left [▲] key to print the report, press the right [▲] key not to print the report and press [CLEAR] to exit the function.
	11. INV SEQ EMP	11. If this prompt is displayed, either follow the directions in step 4 or press [CLEAR] to exit.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
VOID	1. SWIPE FOR SALE	1. Press [VOID] .
	2. INV SEQ PAN	2. Press the left [▲] key to choose the transaction to void by invoice number, press the middle [▲] key choose by sequence number or press the right [▲] key to choose by the last five digits of the credit card number.
	3. VOID ENTER...	3. Key in invoice number, sequence number or last five digits of card number, press [ENTER] .
	4. VOID INV XXXX XXXXXXXXXXXXXXXXXXXX	4. If the transaction information is correct, press [ENTER] , if not press [CLEAR] .
	5. Void Item XXX Press ENTER TO CONFIRM!	5. Press [ENTER] to void transaction.
	6. SEQ XXXXX UPDATED	6. Please wait for the merchant receipt to print.
	7. TEAR NOW, PRESS ENTER	7. Press [ENTER] to print customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
CLOSE BAR TAB	1. SWIPE CARD FOR SALE	1. Press [ADJUST] key.
	2. EDIT TABS TIP	2. Press the middle [▲] key for tabs.
	3. INV SEQ EMP	3. Press the left [▲] key to choose the tab to close by invoice number, press the middle [▲] key choose by sequence number or press the right [▲] key to choose by employee ID.
	4. EDIT CLOSE TAB ENTER INV SEQ OR SER #	4. Key in the invoice, sequence or server number and press [ENTER] .
	5. OPN: INV XXXX CLOSE TAB?	5. If the displayed tab needs to be closed, press [ENTER] , if not, press [BACK SPACE] .
	6. XXX AUTH: \$XX.XX CLOSE VOID NEXT	6. Press the left [▲] key.
	7. BASE: \$X.XX ENTER AMT TO CHANGE	7. Key in the base amount and press [ENTER] .
	8. TAX: \$X.XX ENTER AMT TO CHANGE	8. Key in the tax amount and press [ENTER] .
	9. TIP: \$X.XX ENTER AMT TO CHANGE	9. Key in the tip amount and press [ENTER] .
	10. XXX: TOTAL \$X.XX OK EDIT	10. Either press the left [▲] key to confirm amount or the right [▲] key to edit amount.
	11. SEQ XXX UPDATED	11. Please wait for the receipt.
	12. Print SRV XXXX Rpt? YES NO	12. Either press the left [▲] key for "Yes" or the right [▲] key for "No".
	13. INV SEQ EMP	13. If this prompt is displayed, either follow the directions in step 4 or press [CLEAR] to exit.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
CLOSE BATCH	1. SWIPE CARD FOR SALE	1. Press [CLOSE] .
	2. SCANNING BATCH	2. Please wait...
	3. PRINTING...	3. Please wait...
	4. ZERO ALL UNADJ TIPS?	4. Either press [ENTER] to add a zero tip amount to all unadjusted transactions or press [BACK SPACE] to adjust the untipped items.
	5. XXX: INV XXX XXXXXXXXXXXXXXXXXXXX OK?	5. If any items are untipped at close, a Missing Tip and Open Tab Report will print and the first untipped item will display; press [ENTER] .
	6. OPN: INV XXXX CLOSE TAB?	6. If the displayed tab needs to be closed, press [ENTER] , if not, press [BACK SPACE] .
	7. XXX AUTH: \$XX.XX CLOSE VOID NEXT	7. Press the left [▲] key to close.
	8. BASE: \$X.XX ENTER AMT TO CHANGE	8. Key in base amount and press [ENTER] .
	9. TAX: \$X.XX ENTER AMT TO CHANGE	9. Key in the tax amount and press [ENTER] .
	10. TIP \$X.XX ENTER AMT TO CHANGE	10. Key in the tip amount and press [ENTER] .
	11. XXX: TOTAL \$XX.XX OK EDIT	11. If the transaction total is correct, press the left [▲] key, if not press the right [▲] key to edit.
	12. SEQ XXX UPDATED	12. Please wait...
	13. PRINT REPORT YES NO	13. Either press the left [▲] key to print the Batch Summary Report or right [▲] key not to print.
	14. DIALING...	14. Please wait...
	15. REPRINT REPORT 1-ECA CLOSE REPORT <i>Alternates with Message Below</i> 2-ECA DETAIL REPORT 3-CARD SUMMARY	15. Press the [3] key to reprint a Card Summary Report. Press [CLEAR] to exit function.
	16. SETTLEMENT COMPLETE XXXXXXXXXXXX	16. Press [CLEAR] to exit function.