Credit/Debit

Restaurant Quick Reference Guide

These steps have been provided as a guide for assistance. Your Dejavoo payment terminal is equipped with Event Driven software; The terminal will automatically choose the appropriate application based upon the swipe or entry of a card number.

Dējavoo™ Systems

Rethinking Transactions.

CREDIT CARD SALE

❶ Swipe Credit Card OR Manually Enter Card

❷ Press the ↓ arrow to select CREDIT

❸ Input Server ID

❹ Press the green ENTER button

❺ Input the $ amount of the sale

❻ Press the green ENTER button

❼ Terminal communicates with the Host

❽ Receipts Print 🛑

SUGGESTED TIPS

❶ From the idle prompt Press green ENTER button

❷ Press the ↑ arrow to highlight Applications

❸ Press the green ENTER button twice

❹ Press the ↑ arrow twice then ENTER on Setup

❺ Press the ↑ arrow twice. Press ENTER on Tips

❻ Press the ↑ arrow to highlight Suggested Tips.

❼ Press the ENTER button

❽ Press the ↓ arrow to Line # , Input desired Tip %

❾ Press the green ENTER button.

❿ Repeat steps for Line # 2 and # 3 if needed. 🛑

SETTLING THE CURRENT BATCH

❶ From the idle prompt Press green ENTER button

❷ Press the ↑ arrow to highlight Applications

❸ Press the green ENTER button twice

❹ Press the ↓ arrow twice to highlight Host Utility

❺ Press the green ENTER button three times

❻ Terminal communicates with the Host

❼ Reports Print 🛑

VOID CREDIT TRANSACTION

❶ Swipe Credit Card OR Manually Enter Card

❷ Press the ↓ arrow to select CREDIT

❸ Press the ↓ arrow twice for VOID

❹ Input the exact $ amount to be Voided

❺ Press the green ENTER button

❻ Press the ↑ arrow to select OK

❼ Terminal communicates with the Host

❽ Receipt Prints 🛑

TICKET ONLY SALE

❶ Swipe Credit Card OR Manually Enter Card

❷ Press the ↓ arrow to select CREDIT

❸ Press the ↑ arrow once for TICKET

❹ Input $ amount of the ticket

❺ Press the green ENTER button

❻ Input previously obtained auth code

❼ Press the green ENTER button

❽ Receipts Print 🛑

AUTHORIZATION ONLY

❶ Swipe Credit Card OR Manually Enter Card

❷ Press the ↓ arrow to select CREDIT

❸ Press the ↑ arrow twice for AUTHORIZATION

❹ Input the $ amount to be authorized

❺ Press the green ENTER button

❻ Terminal communicates with the Host

❼ Receipt Prints 🛑

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VALUE ADDED SERVICES

❶ From the idle prompt **Press** the green **ENTER** button

❷ **Press** the ↑ arrow to highlight **Applications**

❸ **Press** the green **ENTER** button to select

❹ **Press ENTER** on Credit/Debit

❺ **Press** ↓ arrow twice to **highlight Host Utility**

❻ **Press** ↓ arrow twice to highlight Value Added Srv

❼ **Press ENTER** on **Manual Request**

❽ Report Prints **STOP**

MY FAVORITES

Adding Favorites

❶ **Press** the ★ key or ⬆ on any menu item

❷ **Press** the ↑ **arrow** or **F2** to select YES

❸ Highlight the hotkey option to assign favorite to

❹ **Press** the green **ENTER** button **STOP**

Accessing Favorites

❶ **Press** the **middle** "favorites" **button** ⬭ or **F3**

❷ **Highlight option** from list & press **ENTER** **STOP**

ON SCREEN HELP

For Immediate assistance with all the Terminal Functions, simply **Press** the **Double Zero (00)** on your Dejavoo keypad for Magic Terminals **00**

or

Press the **Dot** key for V Series Terminals **●**

The **Help** will appear on the Terminal Display to assist with explanations/ next steps

Press the **RED X** Key to exit help

TURN SERVER PROMPT ON/OFF

❶ From the idle prompt **Press** the green **ENTER** button

❷ **Press** the ↑ arrow to highlight **Applications**

❸ **Press** the green **ENTER** button twice

❹ **Press** ↑ **arrow** twice. Press ENTER on **Setup**

❺ **Press** ↓ arrow 3x's. Press ENTER on Trans Prompts

❻ **Press ENTER on Clerks**

❼ **Press ENTER on Prompt**

❽ **Press** the arrows ↑ ↓ to make selection

❾ **Press** the green **ENTER** button to select **STOP**

RETURN TRANSACTION

❶ **Swipe** Debit or Credit **Card**

❷ **Press** the arrows ↑ ↓ to **select Credit or Debit**

❸ **Press** the ↓ arrow once for RETURN

❹ **Input $ amount** of the Return

❺ **Press** the green **ENTER** button

❻ *Terminal communicates with the Host

❼ Receipts Print **STOP**

*Denotes: Dependant on capture type

EDIT TIP

❶ From the idle prompt **Press** the green **ENTER** button

❷ **Press** the ↑ arrow to highlight **Applications**

❸ **Press** the green **ENTER** twice

❹ Highlight **Tips and Tabs.** Press ENTER twice

❺ Press arrow ↓ to select **Untipped**. Press ENTER

❻ Press the arrow ↓ to select "Add Tip By" method

❼ Input the transaction specific info and press ENTER

❽ Input $ amount of **Tip** to be added. Press ENTER

❾ **Press** the ↑ arrow (For Magic) or **F2** Key (for V Series) to select **Yes** to confirm **STOP**