

Hypercom Quick Guide

Terminal Models: T4220, T4230, M4230



Purchase Transaction (Debit)

- Insert or swipe card
- Select Merchant (multi merchant only)
- Enter Amount, press Enter
- Select Account
- Enter PIN
- Terminal/PIN Pad displays result

Purchase Transaction (Credit)

- Insert or swipe card
- Select Merchant (multi merchant only)
- Enter Amount, press Enter
- Select Credit on PIN Pad/Terminal
- Enter PIN or Enter
- Customer Sign (unless PIN)
- Check signature
- Press Yes/No on terminal

Purchase + Cash (Debit)

- Press ENTER, Select 2
- Insert or swipe card
- Select Merchant (multi merchant only)
- Enter Amount, press ENTER
- Enter Cash Amount, press ENTER
- Select Account
- Enter PIN
- Terminal/PIN Pad displays result

Manual Entry (Credit)

- Enter card number
- Enter expiry date
- CSC on card, Enter YES or NO
- Select 1 for Single Moto
- Select Merchant (multi merchant only)
- Enter Amount, press ENTER
- Select credit on Terminal/PIN Pad

Chip Cards and PIN Bypass

When using a chip card a customer may not know their PIN number and need to sign. An option called PIN Bypass is available, press ENTER on the terminal when the PIN pad is waiting for a PIN to activate.

Paper Size: 50mm x 57mm

Tipping Transaction (Credit*)

- Press ENTER, Select 5
- Insert or swipe card
- Enter purchase amount, press ENTER
- Select credit on Terminal/PIN Pad
- Customer signs receipt
- Add Tip now YES/NO
- Enter Tip Amount

* Works with signature only

Modify Tip Transactions

- Press Blue Function, type 21
- Find tip transaction and select adjust to modify.

Transmit Tip Transactions

- Press Merchant, 3 (Batch), 4 (TX Tip Trans).

Hospitality (Credit Pre-Authorisation)

- Press ENTER, Select 6
- Insert or swipe card
- Select Merchant (multi merchant only)
- Enter Amount, press Enter
- Select Credit on PIN Pad/Terminal
- Enter PIN or Enter
- Customer Sign (unless PIN)
- Check signature
- Press Yes/No on terminal

Finalise (Complete Pre-Authorisation)

- Press ENTER, Select 7
- Enter Trans. No or ENTER to scroll
- Modify transaction or confirm value.

Refund Transaction

- Press ENTER, Select Refund
- Select Merchant (multi merchant only)
- Swipe merchant card
- Enter merchant PIN
- Insert or swipe card
- Enter Amount, press Enter
- Select Account
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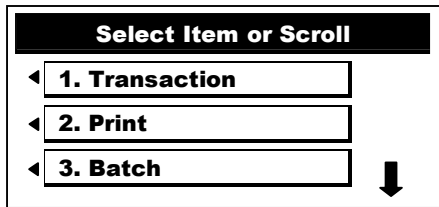
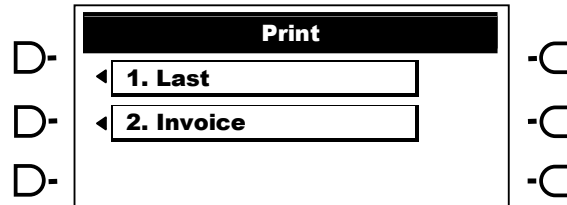
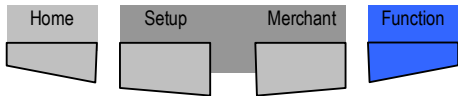
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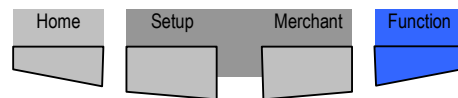
Terminal Logon

Press Merchant key, then select "4" or Terminal.
Alternatively, Function 93 will initiate a logon.

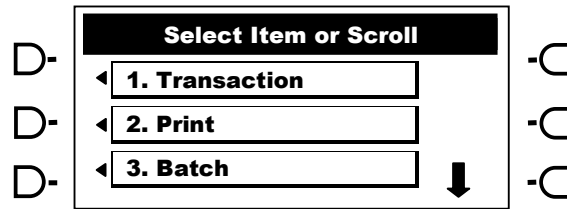
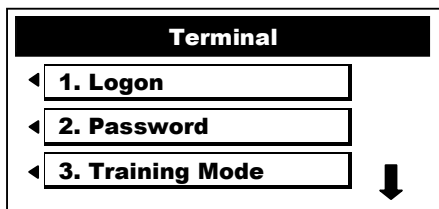


Settlement Cutover

Press Merchant key, then select "3" or Batch.

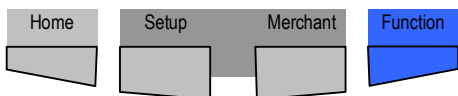


Press "1" to Logon the terminal.

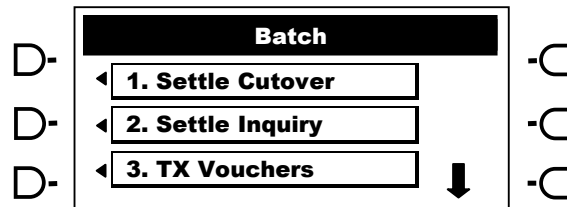


Reprint Receipt

Press Merchant key, then select "2" or Print.

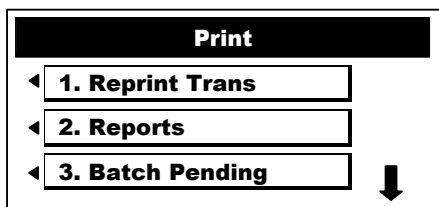


Press "1" to initiate Settle Cutover.



A settlement cutover will send stored transactions prior to starting Cutover.

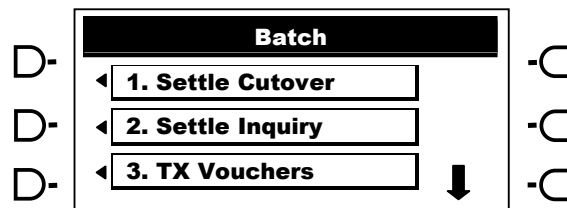
Press "1" to reprint a transaction.



Settlement Inquiry

Press Merchant key, then select "3" or Batch.
Press "2" to initiate Settle Inquiry.

Press "1" to reprint the last transaction or "2" to find a transaction based on the Tran number.



Select day, month and year for inquiry to return cutover receipt.

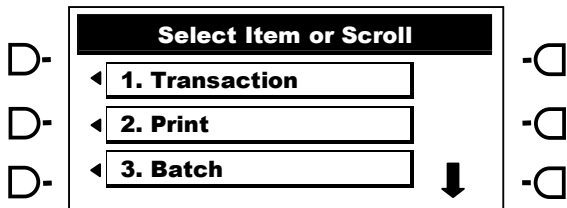
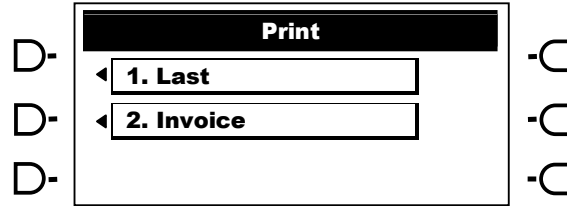
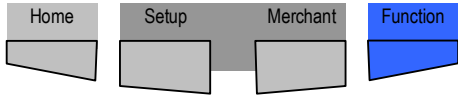
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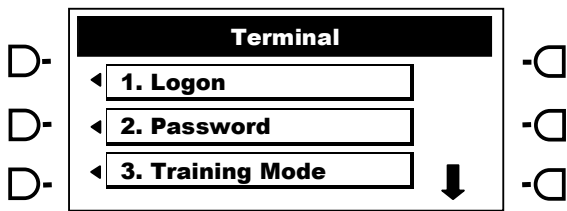


Terminal Logon

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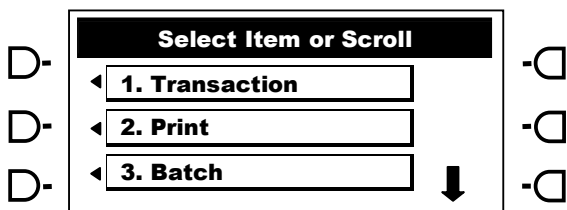
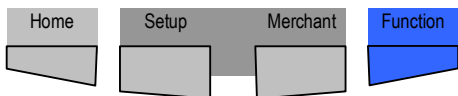


Press "1" to Logon the terminal.

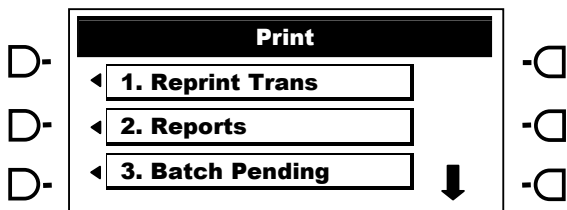


Reprint Receipt

Press Merchant key, then select "2" or Print.



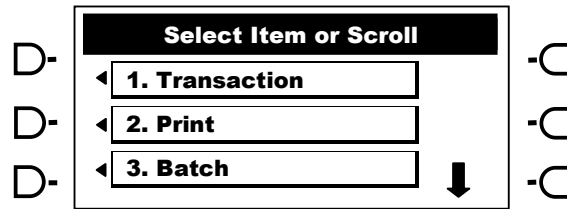
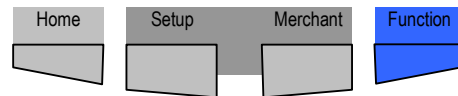
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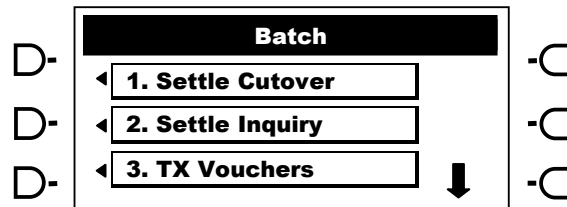
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Settlement Cutover

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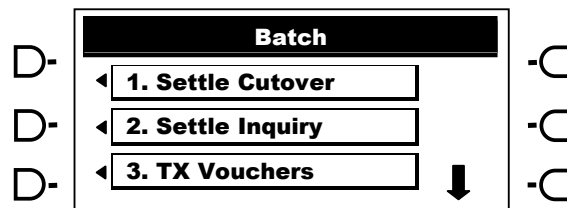
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