

NURIT 8320 - RESTAURANT

Customer Service: 800-201-0461
24-Hour Technical Support: 800-632-1888

The functions below are used for payment of goods/services by Visa/MasterCard, Discover Network, American Express or debit cards.

CREDIT CARD PURCHASE

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Swipe card or manually enter credit card number. Press ENTER .
Exp. Date:	**Enter card expiration date (MMYY).
Enter Server ID	Enter server number.
Amount 0.00	Enter the amount of sale. Press ENTER .
Card Present?	**If the card is present press ENTER . If not, press MENU .
Enter CVV2	Enter the 3 to 4 digit code printed on the back of the card and press ENTER , or press ENTER to bypass.
Street Address?	**The terminal will prompt for a street address if card is not present. Type in the cardholder's street number. Note: Cannot be a PO Box number.
Enter Zip Code	**Enter the customer's 5 digit zip code. Press ENTER .
Tear Slip. Press Any Key.	Tear the receipt and have the customer sign it. This is the merchant's copy. Press any key.
Credit...Sale Account	The terminal will print out the customer's receipt. The transaction is complete.

**Manually entered sales only.

To add a tip to the transaction, see below under "Tip Adjustment".

DEBIT CARD PURCHASE

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Press ENTER until terminal displays debit prompt.
Debit...Sale Account	Swipe debit card.
Amount 0.00	Enter the amount of sale. Press ENTER .
Cash Back 0.00	Enter the amount of cash that the customer wishes to withdraw.
Tip Amount \$0.00	Enter the amount of the tip that the customer wishes to pay.
Enter P.I.N.	Customer will need to enter their 4 digit PIN number. Press ENTER .
Tear Slip. Press Any Key.	Tear the receipt and have the customer sign it. This is the merchant's copy. Press any key.
Credit...Sale Account	The terminal will print out the customer's receipt. The transaction is complete.

TIP ADJUST

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Press the FUNCTION and REVIEW keys at the same time.
Add Tips	Using the up and down arrow keys, select Add Tips.
3. Scroll opened	Using the same arrow keys, choose the method you wish to sort the unadjusted transactions and press ENTER .
4. By svrr/clerk #	
5. By Trans. #	
Terminal Display: #0001 SL \$X.XX	Using the arrow keys, scroll through the transactions until you reach the transaction needed and press ENTER .
Tip Amount \$0.00	Enter the tip amount. Press ENTER to move on to the next transaction. Press MENU to exit.

RETURN - CREDIT CARD

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Press RETURN key.
Credit...Return Account	Swipe card or manually key in the card number.
Amount 0.00	Enter the amount of the return. Press ENTER .
Tear Slip. Press Any Key.	Tear the receipt and have the customer sign it. This is the merchant's copy. Press any key.
Credit...Sale Account	The terminal will print out the customer's receipt. The transaction is complete.

Function used for return of goods/services for credit to cardholder's Visa/MasterCard, Discover Network or American Express account.

FORCED - CREDIT CARD

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Press FORCE key, terminal displays Force prompt.
Credit...Force Account	Manually key in the card number and then press ENTER .
Exp. Date:	Enter card expiration date (MMYY).
Forced Amount 0.00	Enter the amount of the forced sale. Press ENTER .
Authorization Number	Manually key in the approval code.
Tear Slip. Press Any Key.	Tear the receipt and have the customer sign it. This is the merchant's copy. Press any key.
Credit...Sale Account	The terminal will print out the customer's receipt. The transaction is complete.

Function used for completing a sale for which authorization has been obtained.

VOID

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Press VOID and terminal displays Void/Sale, Void/Frcd, or Void/Rtrn.
Void...Sale Account	Swipe card or manually enter credit card number, press ENTER .
Exp. Date:	Enter card expiration date (MMYY).
Amount 0.00	Enter the amount of sale. Press ENTER .
Credit...Sale Account	Tear the receipt and have the customer sign it. This is the merchant's copy. Press any key. The terminal will print out the customer's receipt. The transaction is complete.

Function used for voiding a transaction in an open batch. This function cannot be performed once the Close Batch procedure has been performed.

REPRINT A RECEIPT

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Press ALPHA/COPY key.
Enter Password	Enter terminal password and press ENTER .
1. Last Cust Rcpt	Select 1 for Last Receipt or 2 for Any Receipt.
2. Any Receipt	
2. Credit	Select transaction type.
3. Debit	
4. TC	
5. Check	
Transaction #?	Enter transaction number and press ENTER .



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OPEN A TAB

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Press FUNCTION and REVIEW simultaneously.
1. Add tips 2. Open a tab 3. Close tab 4. Delete a tab 5. Show tabs 6. Tab report 7. Open tab report 8. Close tab report 9. Force tab	Press 2 to open a tab.
Tab Amount: 50.00 Enter=Yes Menu=No	Press ENTER to use default amount or press MENU to enter amount.
Swipe Credit Card	Swipe credit card.
Enter Server Number	Enter server number and press ENTER .

CLOSE A TAB

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Press FUNC and REVIEW simultaneously.
1. Add tips 2. Open a tab 3. Close tab 4. Delete a tab 5. Show tabs 6. Tab report 7. Open tab report 8. Close tab report 9. Force tab	Press 3 to close a tab.
3. Scroll open 4. By svr/clerk # 5. By transaction # 6. By card type 7. By card #	Select desired option (by transaction # is most common)

BATCH SETTLEMENT

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Press the BLUE FUNCTION key.
Function Menu 1. Report 2. Batch	Press 2 .
Choose Host: 1. All 2. P tires Cr.	Press 1 .

This should only be followed when the terminal is not using a signature capture pad.

BATCH REPORT

TERMINAL DISPLAY	ACTION
Credit...Sale Account	Press blue FUNCTION key.
Function Menu 1. Report 2. Batch	Press 1 .
Enter Password	See "Terminal Password" for explanation.
Credit...Sale Account	The terminal will now print out a batch report.

TERMINAL PASSWORD

DESCRIPTION	PASSWORD
Old password 4.17 applications	The date backwards. Use the DD/MM format. For example: May 6th would be 0605.
Newest password 4.19 and up applications	The password is 32105203 or 32115203.
If others do not work, try:	The full date. Use MM/DD/YYYY format. For example: May 6th, 1975 would be 05061975

IMPORTANT "VoIP" NOTICE

ONLY IP CREDIT CARD TERMINALS ARE ABLE TO SUPPORT "VOICE OVER IP" (VoIP). DIAL-UP TERMINALS WILL NOT WORK WITH VoIP SINCE THEY REQUIRE A LANDLINE.

Changes made to your telephone system, such as converting to digital telephone service or Voice Over Internet Protocol (VoIP), can adversely affect the ability of your credit card terminal to function properly. Dial-up terminals do not work though VoIP. You must use a landline for dial-up terminals to function properly. If a dual communication terminal is present, a router must be used in conjunction with a DSL/cable modem to obtain a high speed connection.

If you plan on making any changes to the telephone system at the location where your terminal is used or if you have any questions in regards to your current terminal's capabilities, please contact technical support at 800-632-1888.