

## Quick Reference Guide – ILS ICT220/IWL280

### Sale Acceptance

1	2	3
<p>請刷或插卡 SWIPE / INSERT CARD</p>	<p>請輸入金額 Visa Credit SALE AMT ? SGD220.00</p>	<p>SALE SGD100.00 INSERT/TAP/SWIPE</p>
Input the amount and press [ENTER]	Enter the amount and press [ENTER]	Insert, tap or swipe the card into the terminal
4	5	
<p>請確定金額 TOTAL SGD220.00 OK? Y/N? VISA</p>	<p>請取回收據 PLS TAKE RECEIPT CUSTOMER COPY</p>	
VERIFY amount and press [ENTER]	1 <sup>st</sup> copy Merchant copy 2 <sup>nd</sup> copy Customer copy	

### VOID TRANSACTION

1	2	3
<p>請刷或插卡 SWIPE / INSERT CARD</p>	<p>CREDITCARD MENU 1.VOID 2.SETTLEMENT 3.ADJUST</p>	<p>請輸入商戶密碼 MERCHANT PASSWORD ? *****</p>
Select F (function)	Select VOID	Input password *Default password:000000
4	5	
<p>請輸入收據號碼 ENTER TRACE # 16</p>	<p>請確定金額 VOID SGD220.00 OK? Y/N? MasterCard</p>	<p>請取回收據 PLS TAKE RECEIPT CUSTOMER COPY</p>
Input TRACE Number and press [ENTER]	VERIFY amount and press [ENTER]	1 <sup>st</sup> copy Merchant copy 2 <sup>nd</sup> copy Customer copy

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**TIPS ADJUST**

1	2	3
<p>請刷或插卡 SWIPE / INSERT CARD</p>	<p>CREDITCARD MENU 1.VOID 2.SETTLEMENT 3.ADJUST</p>	<p>請輸入商戶密碼 MERCHANT PASSWORD ? *****</p>
Select F (function)	Select ADJUST	Input password *Default password:000000
4	5	6
<p>請輸入收據號碼 ENTER TRACE # 16</p>	<p>請輸入小費 BASE AMOUNT `SGD100.00 TIPS AMT `SGD10.00</p>	<p>總額 TOTAL `SGD110.00 CORRECT? YES OR NO?</p>
Input TRACE Number and press [ENTER]	Input Tips amount and press [ENTER]	Confirm total amount and press [ENTER]
7		
<p>接受 TRANS ACCEPTED</p>		
1 <sup>st</sup> copy Merchant copy 2 <sup>nd</sup> copy Customer copy		

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**SETTLEMENT**

1	2	3
請刷或插卡 SWIPE / INSERT CARD	CREDITCARD MENU 1.VOID 2.SETTLEMENT 3.ADJUST	請輸入商戶密碼 MERCHANT PASSWORD ? *****
Select F (function)	Select SETTLEMENT	Input password *Default password:000000
4	5	6
SETTLEMENT 結算 1. ALL 全部 2. ACQUIRER 銀行名稱	GPAP_CRD SALE SGD38741.91 GPAP HOST Y/N?	GPAP_CRD REFUND SGD100.00 GPAP HOST Y/N?
Select ALL	Confirm total payment sales and press [ENTER]	Confirm total refunded sales and press [ENTER]
7		
列印中 PRINTING		
Settlement slip will be printed out		

**OTHER FUNCTION**

REPRINT	PRINT BATCH TOTALS	PRINT DETAIL REPORT
Press “.” 72	Press “.” 75	Press “.” 74
1.MERCHANT COPY 2.CUSTOMER COPY 3.BANK COPY 4.ALL COPIES	Input password *Default password:000000 Select ALL	Input password *Default password:000000 Select ALL