

Gift Card Quick Tips

Activation: Use this function to activate a gift card

Display	Action
Idle Menu	Touch Other.
Gift Card Help More	Touch Gift Card.
Activate Reload Redeem	Touch Activate.
Please Swipe Card	Swipe Card.
Enter Amount \$0.00	Key amount and press [ENTER].
Dialing.....	Terminal communicates to the host for approval.
Approved #####	
Print Customer Receipt? No Yes	Touch desired option.

Redeem: Use this function to redeem full or partial value from an account.

Display	Action
Idle Menu	Touch Other.
Gift Card Help More	Touch Gift Card.
Activate Reload Redeem	Touch Redeem.
Enter Amount \$0.00	Key amount and press [ENTER].
Please Swipe Card	Swipe card or key account number and press [ENTER].
Dialing.....	Terminal communicates to the host for approval.
Approved #####	
Print Customer Receipt? No Yes	Touch desired option.

Reload: Use this function to add more value to an already activated card.

Display	Action
Idle Menu	Touch Other.
Gift Card Help More	Touch Gift Card.
Activate Reload Redeem	Touch Reload.
Enter Amount \$0.00	Key amount and press [ENTER].
Please Swipe Card	Swipe card or key account number and press [ENTER].
Dialing.....	Terminal communicates to the host for approval.
Print Customer Receipt? No Yes	Touch desired option.

Balance Inquiry: Use this function to determine the remaining value on a card.

Display	Action
Idle Menu	Touch Other.
Gift Card Help More	Touch Gift Card.
Cash Balance Transfer Out Inquiry	Touch Balance Inquiry.
Please Swipe Card	Swipe card or key account number and press [ENTER].
Dialing.....	Terminal communicates to the host for information.

Balance Transfer: Use this function to transfer all the value from one card to another non-activated card.

Display	Action
Idle Menu	Touch Other.
Gift Card Help More	Touch Gift Card.
Cash Balance Transfer Out Inquiry	Touch Transfer.
Enter Old Card #	Key old card number and press [ENTER].
Please Swipe New Card	Swipe new card.
Dialing.....	Terminal communicates to the host for approval.
Print Customer Receipt? No Yes	Touch desired option.

Cash Out: This function allows the consumer to receive all of the stored value on an activated card as cash.

Display	Action
Idle Menu	Touch Other.
Gift Card Help More	Touch Gift Card.
Cash Balance Transfer Out Inquiry	Touch Cash Out.
Please Swipe Card	Swipe card or key account number and press [ENTER].
Enter Amount \$0.00	Key amount and press [ENTER].
Dialing.....	Terminal communicates to the host for approval.
Print Customer Receipt? No Yes	Touch desired option.
Approved ##### Payout \$\$.\$	

Void: Use this procedure to void a previous gift card transaction in the current batch.

Display	Action
Idle Menu	Touch Other.
Gift Card Help More	Touch Gift Card.
Close Void More	Touch Void.
Enter Transaction SEQ # from Receipt.	Key sequence number and press [ENTER].
Amount \$0.00 Date M/DD/YY Time HH:MM Approval Code ##### Card # Token # ##### Cancel Ok	Touch Ok.
Gift Card Reversal	
Print Customer Receipt? No Yes	Touch desired option.

Reports: Use this function to print a report of transactions in the current gift card batch.

Display	Action
Idle Menu	Touch Other.
Gift Card Help More	Touch Gift Card.
Close Void More	Touch More.
Reprint Print Reports	Touch Print Reports.
Batch Server Totals Details	Tran Details Touch desired option. **Report options may vary, depending on programming**