

NURIT 8000S EASY USER GUIDE

APPLICATION POS 4.80 OR HIGHER - RETAIL AND RESTAURANT

Cards are swiped with magnetic stripe **down** and to the **front**. They can be swiped either **left to right** or **right to left**.

CREDIT CARD PURCHASE

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Swipe card or manually enter credit card number. ENTER
2.	Expiration date (manual)	Enter card expiration date (MMYY). ENTER
3.	Amount	Enter the amount of the sale. ENTER
4.	Server ID (optional)	Enter Server ID. ENTER
5.	Tip (3 tips optional)	Enter tip then ENTER or ENTER to bypass tips. (Tips can be added later for restaurant.)
6.	Signature	Have customer sign receipt on screen with stylus or ENTER to bypass.
7.	Second Receipt	Press any key to print second receipt.

DEBIT CARD PURCHASE

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press ENTER until terminal displays debit prompt.
2.	Debit Prompt	Swipe card.
3.	Amount	Enter the amount of the sale. ENTER
4.	Tip (3 tips optional)	Enter tip then ENTER or ENTER to bypass tips. (Tips cannot be added later.)
5.	Cash Back	Enter cash back amount then ENTER or ENTER to bypass.
6.	Server ID (optional)	Enter Server ID. ENTER
7.	PIN	Have the customer enter their PIN code. ENTER
8.	Second Receipt	Press any key to print the second receipt. Paper type must be set to custom for second debit receipt.

CASH PURCHASE

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press ENTER until terminal displays cash prompt.
2.	Cash Prompt / Amount	Enter the amount of the sale. ENTER
3.	Tip (3 tips optional)	Enter tip then ENTER or ENTER to bypass tips.
4.	Server ID (optional)	Enter Server ID. ENTER
5.	Second Receipt	Press any key to print the second receipt. Paper type must be set to custom for second cash receipt.

VOID

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press ▼ (down arrow) until terminal displays VOID/SALE, VOID/FRCD or VOID/RTRN prompt.
2.	Void	Swipe card or manually enter credit card number. ENTER
3.	Expiration date (manual)	Enter card expiration date (MMYY). ENTER
4.	Amount	Enter amount. ENTER
5.	Second Receipt	Press any key to print the second receipt.

NOTE: Transactions that have batched cannot be voided, they must be returned. Debit transactions cannot be voided.

RETURN – CREDIT CARD

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press ▼ (down arrow) until terminal displays RETURN prompt.
2.	Return	Swipe card or manually enter credit card number. ENTER
3.	Expiration date (manual)	Enter card expiration date (MMYY). ENTER
4.	Amount	Enter amount. ENTER
5.	Authorization Number	Enter the authorization number from the original receipt. ENTER
6.	Signature	Have customer sign receipt on screen with stylus or ENTER to bypass.
7.	Second Receipt	Press any key to print the second receipt.

RETURN – DEBIT CARD

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press ENTER until terminal displays debit prompt.
2.	Debit Prompt	Press ▼ (down arrow) until terminal displays RETURN prompt.
3.	Return	Swipe card.
4.	Amount	Enter amount. ENTER
5.	Authorization Number	Enter the authorization number from the original receipt. ENTER
6.	PIN	Have the customer enter their PIN code. ENTER
7.	Second Receipt	Press any key to print the second receipt.

The surcharge amount will be added to the Return if surcharge is set for Transaction not just Cash Back.

VERIFY

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press ▼ until terminal displays verify prompt.
2.	Verify	Swipe card or manually enter credit card number. ENTER
4.	Expiration date (manual)	Enter card expiration date (MMYY). ENTER
5.	Amount	Enter amount. ENTER

FORCED

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press ▼ until terminal displays forced prompt.
2.	Forced	Swipe card or manually enter credit card number. ENTER
3.	Expiration date (manual)	Enter card expiration date (MMYY). ENTER
4.	Amount	Enter amount. ENTER
5.	Authorization Number	Enter the Auth No received via voice authorization or from the Verify receipt. ENTER
6.	Signature	Have customer sign receipt on screen with stylus or ENTER to bypass.
7.	Second receipt	Press any key to print the second receipt.

PRINT LAST MERCHANT RECEIPT

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press the ALPHA key. Enter the daily password. ENTER
2.	Receipt Menu	Press 3 to print the last merchant receipt.
3.	Not Available	The last receipt is not available to print. A cancelled or declined transaction can void this function.

PRINT LAST CUSTOMER RECEIPT

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press the ALPHA key. Enter the daily password.
2.	Receipt Menu	Press 1 to print the last customer receipt.
3.	Not Available	The last receipt is not available to print. A cancelled or declined transaction can void this function.

PRINT ANY RECEIPT

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press the ALPHA key. Enter the daily password.
2.	Receipt Menu	Press 2 to print any receipt.
3.	Choose EDC	Press the number that corresponds with the EDC type of original receipt.
4.	Transaction?	Enter the transaction number. ENTER

ADD TIPS

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press the F and MENU keys at the same time.
2.	Tab Menu	Press 1 to add tips.
3.	Add Tips Menu	Press 3 to scroll through untipped transactions. *
4.	1 st Untipped trans info.	To add a tip to this transaction, press ENTER . To bypass and display next transaction, press ▼ .
5.	Tip Entry	Enter tip amount. ENTER
6.	Next trans info.	Enter tips or bypass as necessary. If last trans was tipped, terminal returns to Add Tips Menu. If last transaction should not be tipped, press MENU to return to Add Tips Menu.
7.	Add Tips Menu	MENU to exit.

* Tips can also be added via 4. By Server#, 5. By Transaction#, 6. By Card Type and 7. By Card#. If one of these options is chosen, all transactions, tipped and untipped, are displayed.

EDIT TIPS

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press the F and MENU keys at the same time.
2.	Tab Menu	Press 1 to add tips.
3.	Add Tips Menu	Press the number that corresponds with the desired access method.
4.	1 st trans info.	To add a tip to this transaction or to edit an existing tip, press ENTER . To bypass and display next transaction, press ▼ .
5.	Tip Entry	Enter tip amount. ENTER
6.	Next trans info.	Enter/edit tips or bypass as necessary. If last trans was tipped, terminal returns to Add Tips Menu. If last transaction should not be tipped, press MENU to return to Add Tips Menu.
7.	Add Tips Menu	MENU to exit.

OPEN TAB

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press the F and MENU keys at the same time.
2.	Tab Menu	Press 2 to open a tab.
3.	Tab Limit	The default max tab amount of \$50 is displayed. Press ENTER to accept the amount or MENU to change the amount.
4.	Enter Tab Amount	Enter the new max tab amount. ENTER
5.	Swipe Card	Swipe card or manually enter credit card number. ENTER
6.	Expiration date (manual)	Enter card expiration date (MMYY). ENTER
7.	Signature	Have customer sign receipt on screen with stylus or ENTER to bypass.

CLOSE TAB

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press the F and MENU keys at the same time.
2.	Tab Menu	Press 3 to close a tab.
3.	Close Tab Menu	Press the number that corresponds with the desired access method. For example 5 for Transaction#.
4.	Transaction#	Enter the transaction number. ENTER
5.	Transaction Information	ENTER
6.	Tab Entry	Enter the total tab amount. ENTER
7.	Tip Entry	Enter the tip amount. ENTER

DRIVERS LICENSE VERIFICATION

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press the F key at the same time as the number assigned to DL Verification. This information can be found on the Print Setup Report.
2.	Swipe DL	Swipe the Drivers License.
3.	Function Choice	Press 1 for tobacco sale, 2 for liquor sale or 3 to scan the license.
4.	Swipe DL	Swipe another license or press MENU to return to idle prompt.

CLOSE CURRENT BATCH

STEP	TERMINAL PROMPT	ACTION
1.	Idle Prompt	Press the F key to access the Function menu.
2.	Function Menu	Press 2 to start the batch process.
3.	Open Tab or Untipped	You may be prompted that the terminal has open tabs or untipped transactions. Close all open tabs. Scroll through untipped transactions adding tips where necessary. If all tips have been added, press 2 to ignore.
4.	EDC Choice	Depending upon the host and terminal setup, the terminal will start the batch process or offer a choice of EDC types to batch.
5.	EDC Choice	Press 1 to batch all EDC types or choose the EDC type to be batched.

GENERAL FUNCTIONS

DESIRED FUNCTION	ACTION
Power On	Press and hold the ON/OFF for five seconds.
Power Off	Press the F and ON/OFF keys at the same time.
Hot Keys	Press the F key at the same time as the number assigned to your Hot Key function.
Print Default Report	Press the F key followed by the 1 key.
Darken Screen Contrast	Hold down the F key while tapping the ▲ (up arrow).
Lighten Screen Contrast	Hold down the F key while tapping the ▼ (down arrow).
Feed Paper	Hold down the F key while tapping the CLEAR key.

