



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. |

