

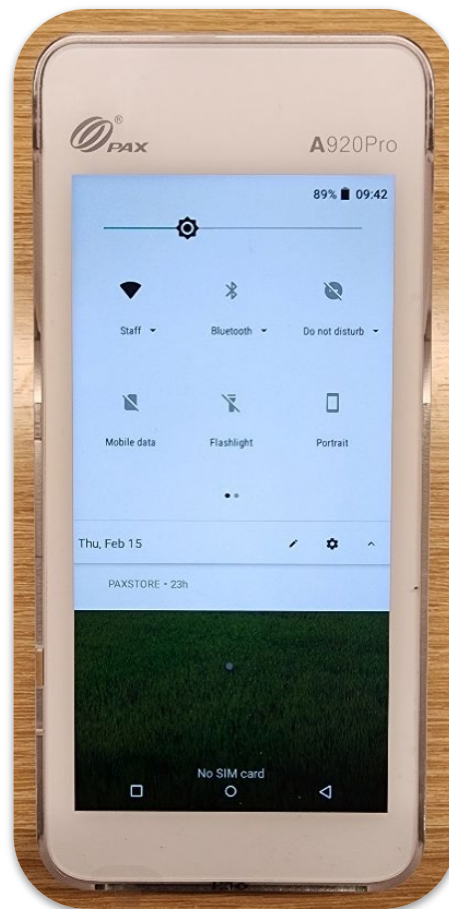


# **TrustCommerce Cloud EMV User Guide**

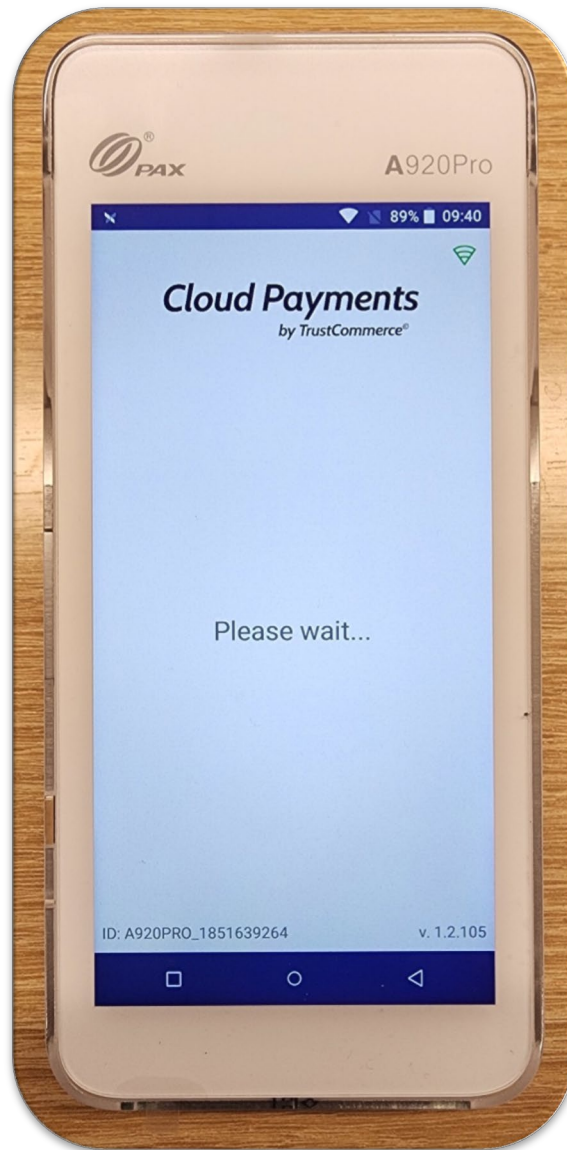
Payments. Your Way.

## Setting Up Your Device

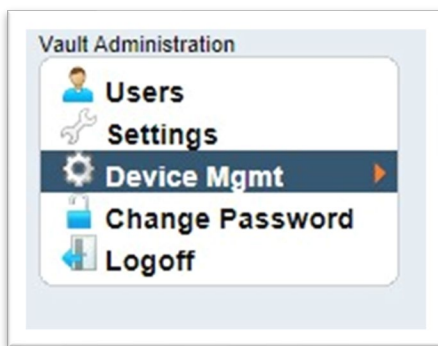
- To connect your device to WiFi, drag down from the top to open the menu.
- Click the **Wifi** icon to open a list of available WiFi networks.
- Select your network.
- Enter your credentials and hit connect. Your device will now be connected.



- Once your device is connected, you will see the “Please Wait” screen.
- Please note the green WiFi icon in the upper left-hand corner, below the time. If the icon is red, that means your device is not currently connected.



- Once you've logged into your instance of TrustCommerce, select **Device Management** from the Vault Administration section on the left-hand side.



- Your device will be registered to your TrustCommerce Account.
- You can click the pencil under the **Modify** column to assign an Alias to your device (Front Desk, Accounting Dept, etc.)

Serial Number	Device Model	Modify
1240348621	PAX A80	
1851639264	PAX A920PRO	

- Be sure to click **Submit Changes** after assigning the nickname.

### Device Active Settings

Device Model: PAX A80

Serial Number: 1240348621

Device Alias - Optional:

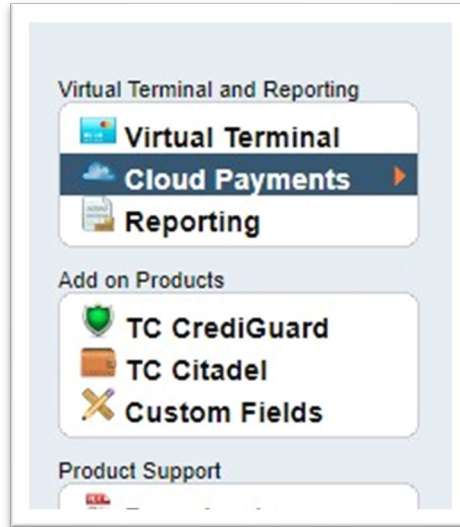
- Accepts a maximum of 25 characters
- Accepts capital letters A-Z
- Accepts lower case letters a-z
- Accepts numbers 0-9
- Accepts special characters !, @, #, \$, %, ^, &, \*, \_

Note: Assigning a Device Alias here different than the Device Alias in other CustIDs may impact other integrations using Cloud Payments

Device Active:  661700 Wind River Financial

## Running A Transaction

- Once you've assigned your device an Alias, select **Cloud Payments** on the left-hand side.



- Depending on your account configuration, you will see drop downs for Transaction Type, Address Verification Service, Select POS Device, Purchase Level, and Initial Entry mode.

\* Indicates a required field

CustID: 661700 / Wind River Financial


Transaction Type:

Address Verification Service:

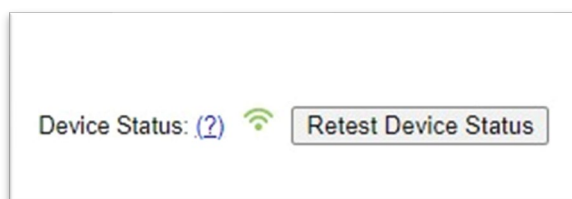
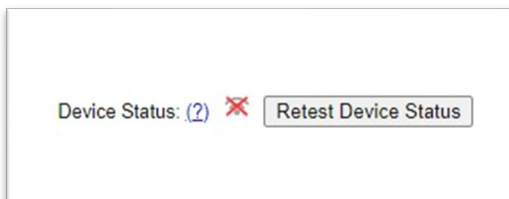
Select POS Device:  \*

Purchase Level: Standard:  Level II:  Level III:

Initial Entry Mode:

Device Status: (?) 

- You can also see the **Device Status** on the right-hand side.



- Fill out the remaining fields on your Virtual Terminal page and press **Process Credit Card** on the bottom of the screen.

**Credit Card Information**

Amount: \$ 1.00 \*

**Billing Information**

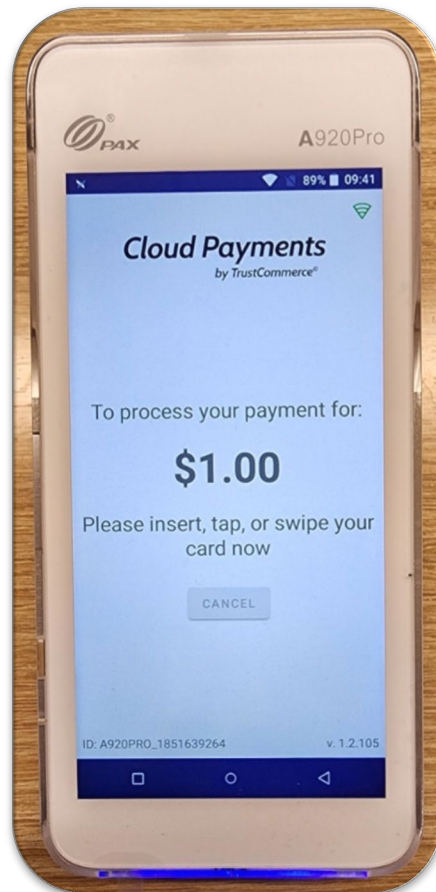
Address: 65  
City: Madison  
State: WI  
Zip: 53718  
Country: United States  
Email: jcourchane@windriverpayme  
Send Email Receipt to the Above Email Address: Yes

**Discretionary Fields**

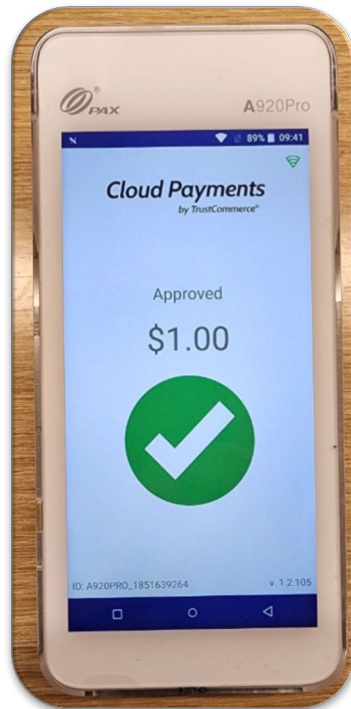
Ticket: 123

Process Credit Card


- Your device will now prompt for a payment card.



- Have your customer present their card. You should now see an **Approved** screen.



- Within the Virtual Terminal, you will now see the standard **Approved Transaction** screen.

Wind River Financial Account Transaction Results	
Status:	approved
Transaction ID:	034-0255248163
Transaction Details	
Payment Type:	Credit Card
Transaction Type:	sale
Amount:	\$1.00
Card Type:	Visa
Account Number:	xxxxxxx-0800
Authcode:	039064
Results Detailed Description	
	The transaction was successful.