Wind River
Payments

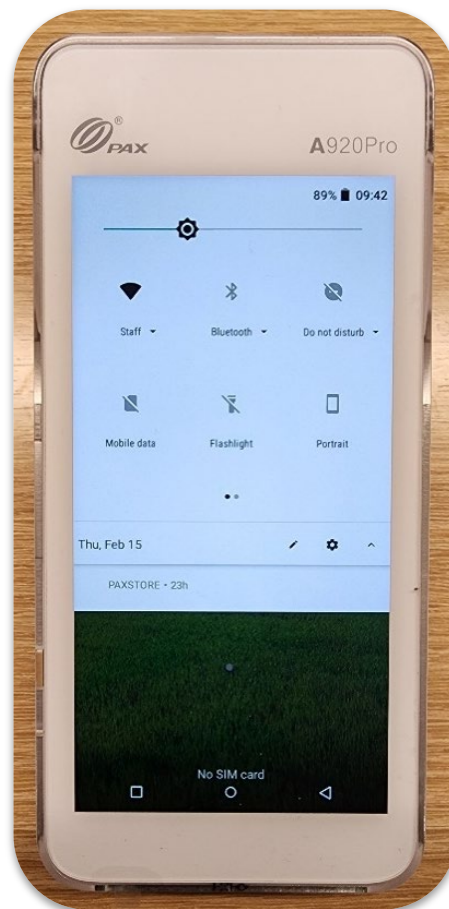# TrustCommerce Cloud EMV User Guide

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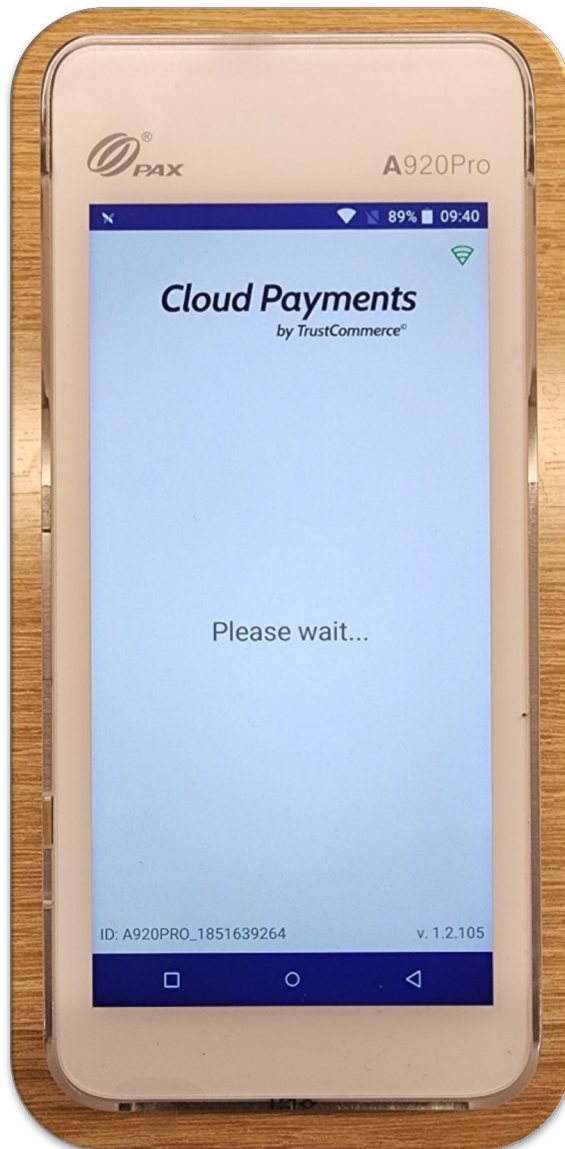
- Once you've logged into your instance of TrustCommerce, select **Device Management** from the Vault Administration section on the left-hand side.

Vault Administration
- Users
- Settings
- **Device Mgmt** ▶
- Change Password
- Logoff
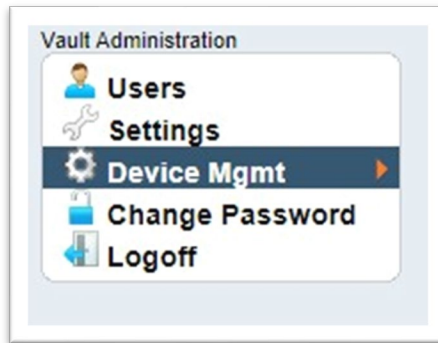
- Your device will be registered to your TrustCommerce Account.

- 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:	ABCTest A80

- 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

[Submit Changes]

Running A Transaction

- Once you've assigned your device an Alias, select **Cloud Payments** on the left-hand side.
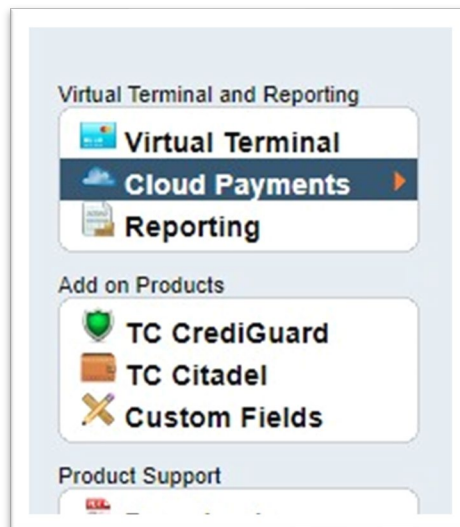
- Depending on your account configuration, you will see drop downs for Transaction Type, Address Verification Service, Select POS Device, Purchase Level, and Initial Entry mode.

- You can also see the **Device Status** on the right-hand side.
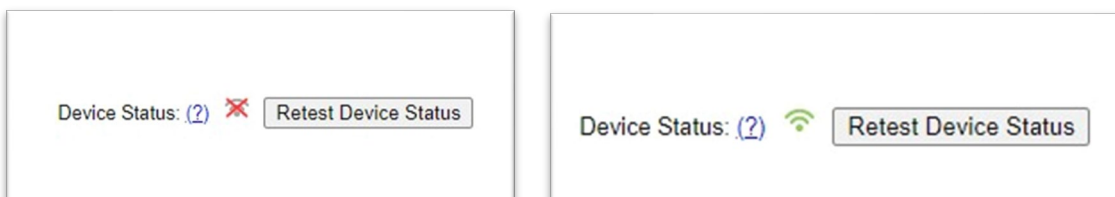
- Fill out the remaining fields on your Virtual Terminal page and press **Process Credit Card** on the bottom of the screen.

Credit Card Information

Amount: $ 1.00 *

Billing Information

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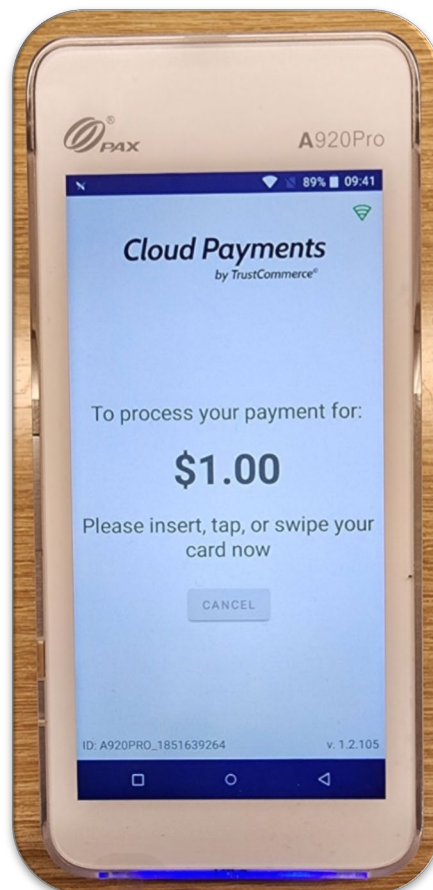Country: United States
Email: jcourchane@windriverpayme
Send Email Receipt to the Above Email Address: Yes
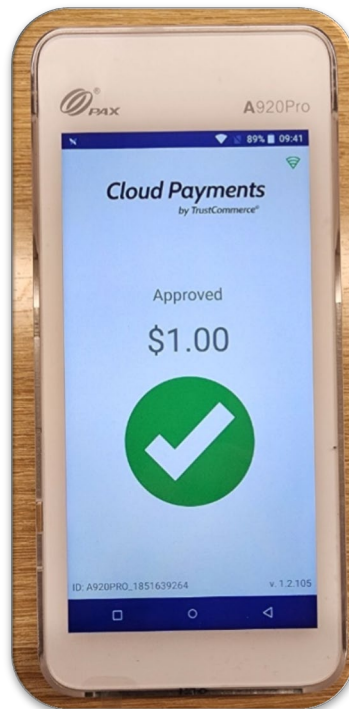
Discretionary Fields

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:	xxxxxxxx-0800
Authcode:	039064

Results Detailed Description

✔ The transaction was successful.