

Nurit 2085 Quick Reference Guide



MERCHANT MANAGEMENT GROUP, LLC

Retail Credit Card Sale

1 Swipe card through vertical slot as shown on terminal*

* If the magnetic stripe cannot be read by the terminal, a sales slip must be imprinted with the credit card information to verify that the card was present at the time of the transaction. Failure to imprint the card may result in a Chargeback

For manual entry:

- Key in card number and press **ENTER**.
- Key in card expiration date press **ENTER**.
(Example: for December 2008, enter 1208)

2 Key in dollar amount of transaction, then press ENTER.

NOTE : Prompting messages vary based on card type and setup. Terminal may display the following prompts:

- Tax Amount. Key the appropriate information, press **ENTER**.
- Operator ID: Key the appropriate information, press **ENTER**.
- Invoice Number. Key the appropriate information, press **ENTER**.
- Customer Code. Key the appropriate information, press **ENTER**.

3 Transaction complete - Sale Captured.

- Receipt prints if transaction is approved. Wait till finished.
- Tear off first copy have customer sign receipt and place in cash register drawer.
- Press any key to print second copy
- Second copy prints, give to customer for their records

Credit Return/ Refund

1 Press RETURN key on the terminal.

2 Swipe card through vertical slot as shown on terminal*.

For manual entry:

- Key in card number and press **ENTER**.
- Key in card expiration date press **ENTER**.
(Example: for December 2008, enter 1208.)

3 Key in refund amount and press ENTER.

NOTE: Prompting messages vary based on card type and setup. Terminal may display the following prompts:

- Tax Amount. Key the appropriate information, press **ENTER**.
- Operator ID: Key the appropriate information, press **ENTER**.
- Invoice Number. Key the appropriate information, press **ENTER**.
- Customer Code. Key the appropriate information, press **ENTER**.

4 Transaction complete - Return/Refund captured.

- Receipt prints if transaction is approved. Wait till finished.
- Have customer sign receipt and place in cash register drawer.
- Terminal displays transaction response. Press Clear.

Credit Ticket Only

When given an approval code by an operator, you must complete a Credit Ticket Only transaction to enter item into terminal and print receipt for customer to sign.

1 Press FORCED key on the terminal.

Manually enter card information.

- Key in card number and press **ENTER**.
- Key in card expiration date and press **ENTER**.
(Example: for December 2008, enter 1208.)

2 Key in dollar amount of transaction, then press ENTER.

NOTE: Prompting messages vary based on card type and setup. Terminal may display the following prompts:

- Tax Amount. Key the appropriate information, press **ENTER**.
- Total Auth Amount. Key the appropriate information, press **ENTER**.
- Operator ID: Key the appropriate information, press **ENTER**.
- Invoice Number. Key the appropriate information, press **ENTER**.
- Customer Code. Key the appropriate information, press **ENTER**.
- Enter Auth Code. Key the appropriate information, press **ENTER**.

3 Transaction complete - Ticket Only captured.

- Receipt prints if transaction is approved. Wait till finished.
- Have customer sign receipt and place in cash register drawer.
- Terminal displays transaction response. Press Clear.

Debit Sale

1 Press PAYMT/MODE key on the terminal.

2 Swipe card through vertical slot as shown on terminal.

NOTE: All debit card transactions must be swiped; debit card numbers may not be entered manually.

3 Key in Debit Sale amount and press ENTER.

- Tax Amount? Key the appropriate information, press **ENTER**.
- Cash Back? Key the appropriate information, press **ENTER**.

4 Customer enters PIN at the pinpad and presses ENTER.

5 Transaction complete - Debit Sale captured.

- Receipt prints if transaction is approved. Wait till finished.
- Have customer sign receipt and place in cash register drawer.
- Terminal displays transaction response. Press Clear.

NOTE: Debit transactions cannot be edited or voided.



Close Batch

Close Batch.

- Press **BATCH/ALT** key on the terminal.
- Total sales displayed if correct press **Enter**.
- Total credits displayed if correct press **Enter**.
- Batch will settle and report will print..

NOTE: A detail report will print prior to settlement report. If your terminal is set for **AUTO CLOSE**, it will automatically close and print a closing report at the preset time each day.

Voice Approvals

For **CALL CENTER** response call the appropriate card issuing company at the numbers listed below.

Card Name	Merchant Number	Phone Number
Amex:		800.528.2121
Diners:		800.525.9040
Discover:		800.347.1111
VISA/MC: 518089		800.228.1122
Terminal Help		850.747.0664
		877.664.1122
24/7 Customer Support		800.228.0210

Additional Terminal Function

Void A Credit Transaction.

- Press **VOID** key on the terminal.
- Key in the card number and press **ENTER**.
- Key in expiration date and press **ENTER**.
- Key in the original dollar amount and press **ENTER**.

NOTE: Debit transactions cannot be edited or voided.

Reprint a Receipt.

- Press **ALPHA/COPY** key.
Receipt Copy:
 1. Last receipt
 2. Any Receipt
 3. Last with SGN
- Choose the appropriate print option by pressing the number or the **FORCED** key or the **RETURN** key to scroll from one option to the next, then press the **ENTER** key.

Print Terminal Totals.

- Press **Reports** key, then **TWO** key for Audit report.

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