

My School Connect

# Pairing and Transaction User Guide

Updated on, by: MHB 15/01/2025

Reviewed on, by: TB 21/01/2025

mx51



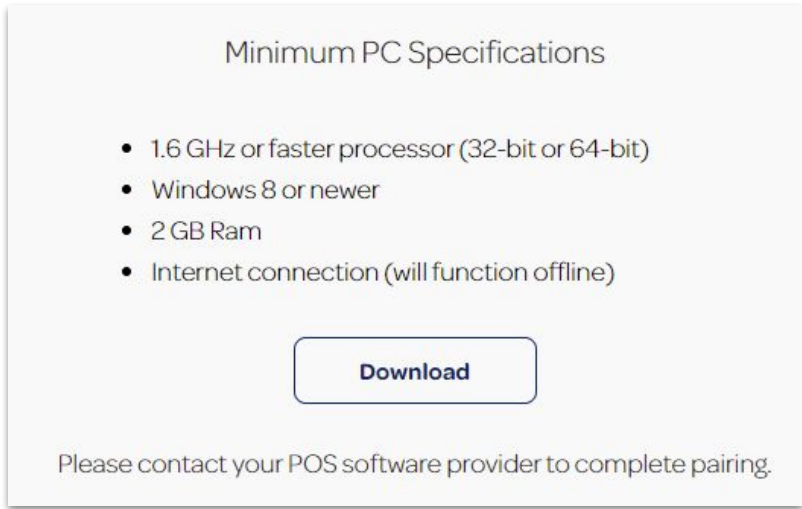
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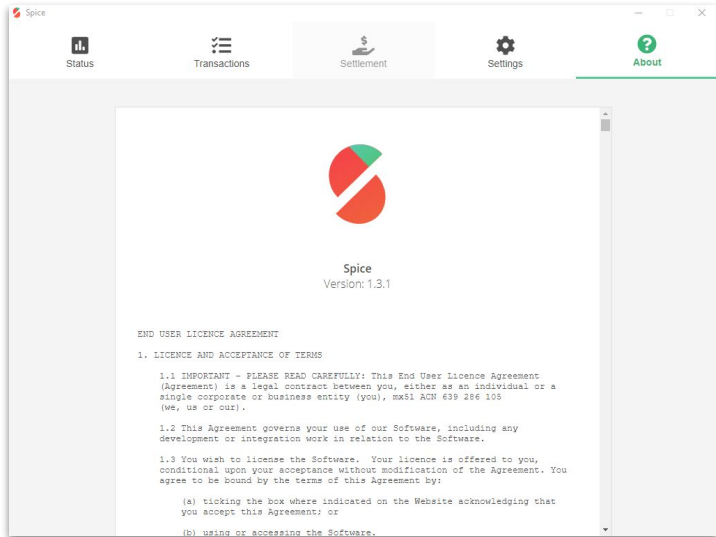
# System Requirements

Systems	Requirements
Connectivity	Both the Point-of-sale (POS) system and EFTPOS Terminal need to be connected to the <a href="#">same Local Area Network</a>
POS Version	<a href="#">4.009 and above</a>
POS Operating System	<a href="#">Windows 10 and above</a>
Integration Type	<a href="#">SPICE</a>

# Pairing the POS to the EFTPOS Terminal - *Setting up Spice* (1 of 6)

Steps	Example Screens
<p>1. Download <a href="https://spice.integration.mspenv.io/latest.exe">Spice</a></p> <p><a href="https://spice.integration.mspenv.io/latest.exe">https://spice.integration.mspenv.io/latest.exe</a></p> <p><i>* Please see your POS provider for enabling Spice integration within the POS. Set up will vary depending on the POS provider.</i></p> <p>2. Spice will begin downloading. Once complete, select open in your toolbar or go to your PC downloads folder.</p> <p>3. When the program is run, there is no visible installation process and Spice should appear within a few seconds.</p>	 <p>Minimum PC Specifications</p> <ul style="list-style-type: none"><li>• 1.6 GHz or faster processor (32-bit or 64-bit)</li><li>• Windows 8 or newer</li><li>• 2 GB Ram</li><li>• Internet connection (will function offline)</li></ul> <p><a href="#">Download</a></p> <p>Please contact your POS software provider to complete pairing.</p>

# Pairing the POS to the EFTPOS Terminal - *Setting up Spice* (2 of 6)

Steps	Example Screens
<p>4. You will be automatically directed to the about tab (end user licence agreement).</p>	 <p>The screenshot shows the Spice application window. The top navigation bar includes icons for Status, Transactions, Settlement, Settings, and About (which is highlighted with a green underline). The main content area displays the Spice logo (a red and green circle with a white diagonal line) and the text 'Spice Version: 1.3.1'. Below this, the 'END USER LICENCE AGREEMENT' is displayed in a monospaced font. The agreement text includes sections for '1. LICENCE AND ACCEPTANCE OF TERMS', '1.1. IMPORTANT - PLEASE READ CAREFULLY', '1.2 This Agreement governs your use of our Software', and '1.3 You wish to license the Software'. It also includes sub-points (a) and (b) regarding acceptance of the agreement.</p>

# Pairing the POS to the EFTPOS Terminal - *Setting up Spice* (3 of 6)

## Steps

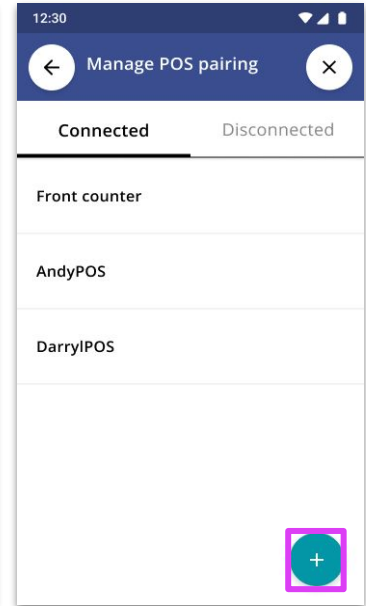
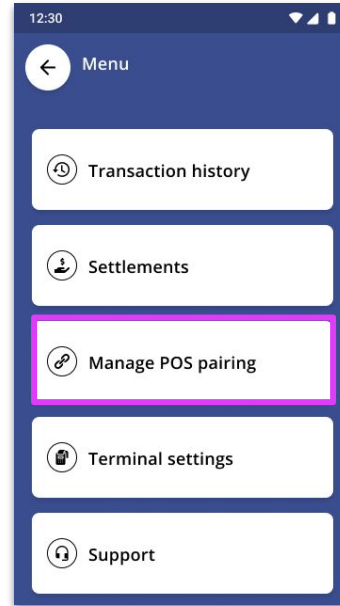
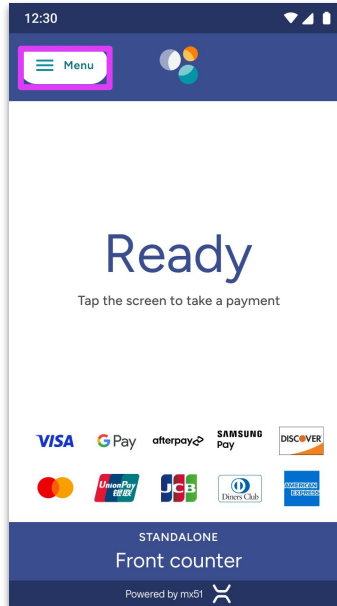
5. On the EFTPOS terminal, Select **Menu**

*Note: If there is no existing pairing, the "Manage POS pairing" button will show*

6. Select **Manage POS pairing**

7. Select **+**

## Example Screens



# Pairing the POS to the EFTPOS Terminal - *Setting up Spice* (4 of 6)

## Steps

8. Go to the [Status](#) tab on Spice.
9. On [Spice](#), select your [payment provider](#), enter the details of the EFTPOS terminal and [enable Auto Address resolution](#).

## Example Screens

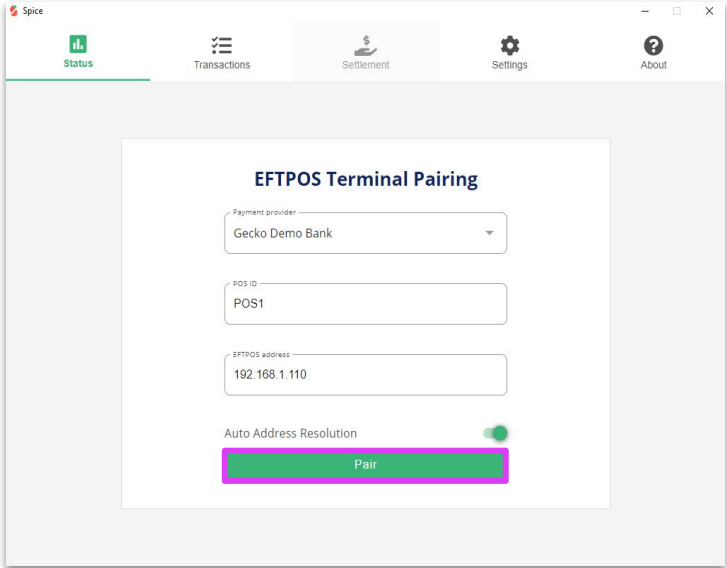
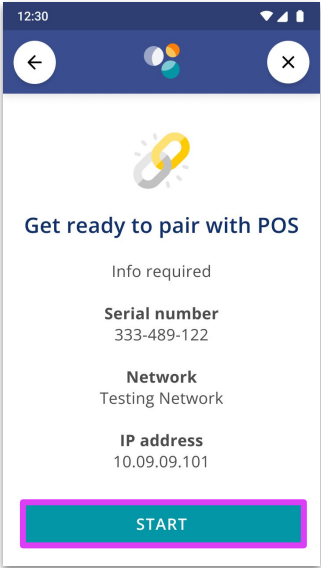
The screenshot displays the Spice application interface. At the top, there is a navigation bar with five tabs: 'Status' (highlighted with a green box), 'Transactions', 'Settlement', 'Settings', and 'About'. Below the navigation bar, a modal window titled 'EFTPOS Terminal Pairing' is open, also highlighted with a green box. This modal contains the following elements: a 'Payment provider' dropdown menu set to 'Gecko Demo Bank', a 'POS ID' text input field, an 'EFTPOS address' text input field, an 'Auto Address Resolution' toggle switch that is turned on, and a green 'Pair' button. At the bottom of the modal, a version notice reads 'Version 3.1.1 - You're on the latest version!' followed by a refresh icon.

# Pairing the POS to the EFTPOS Terminal - *Setting up Spice* (5 of 6)

Steps

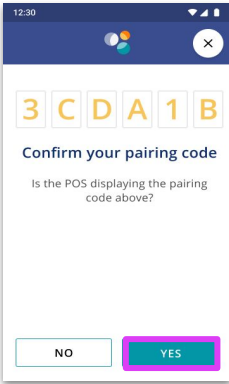
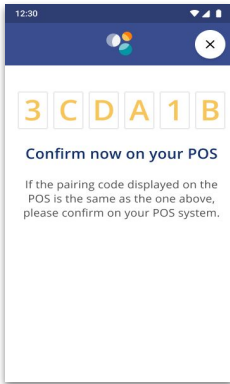
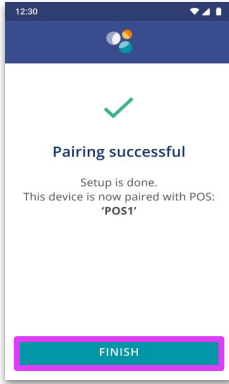
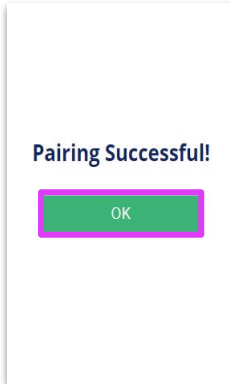
Example Screens

10. Select **START** on the EFTPOS terminal and **PAIR** on Spice.





# Pairing the POS to the EFTPOS Terminal - *Setting up Spice (6 of 6)*

Steps	Example Screens
<div>11. Ensure the code displayed matches what is displayed on Spice and select <b>YES</b> on the EFTPOS terminal.</div> <div>12. Select <b>FINISH</b> on the EFTPOS terminal.</div> <div>13. Select <b>OK</b> on Spice.</div>	<div><p>12:30</p><p>3 C D A 1 B</p><p>Confirm your pairing code</p><p>Is the POS displaying the pairing code above?</p><p>NO YES</p></div> <div><p>12:30</p><p>3 C D A 1 B</p><p>Confirm now on your POS</p><p>If the pairing code displayed on the POS is the same as the one above, please confirm on your POS system.</p></div> <div><p>12:30</p><p>✓</p><p>Pairing successful</p><p>Setup is done. This device is now paired with POS: 'POS1'</p><p>FINISH</p></div> <div><p>Pairing Successful!</p><p>OK</p></div>

# Perform a Test Purchase Transaction - (1 of 2)

Steps

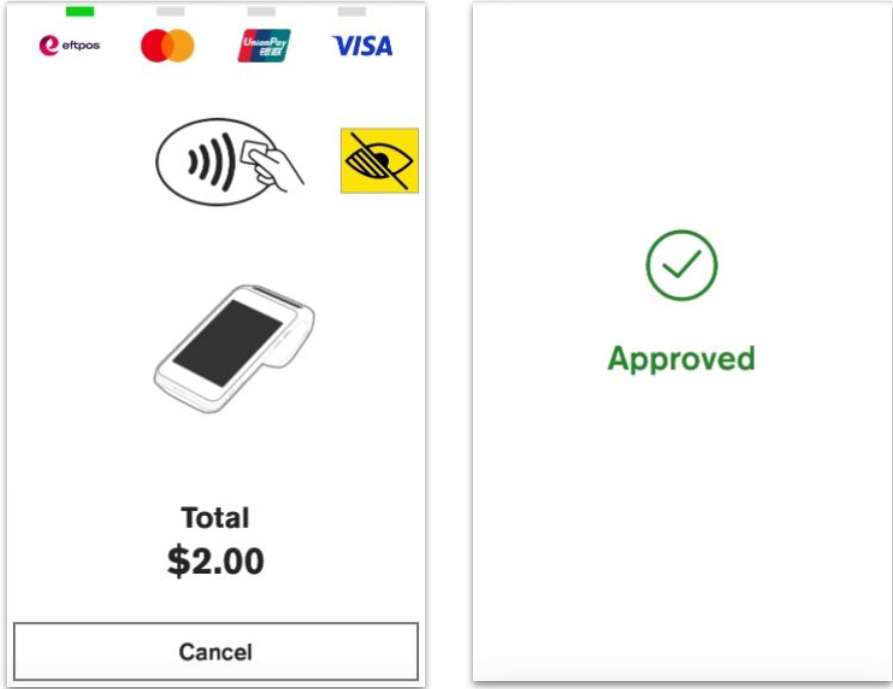
Example Screens

To perform a test [Purchase Transaction](#) to ensure that the integrated solution is working:

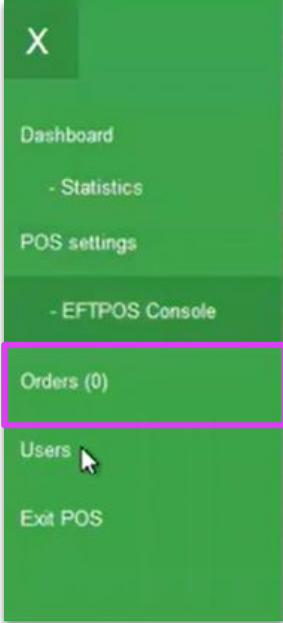
- 1. Select the item
- 2. Select [EFTPOS](#)



## Perform a Test Purchase Transaction - (2 of 2)

Steps	Example Screens
<p>3. Complete purchase on EFTPOS terminal</p>	

# Perform a Test Refund Transaction - (1 of 3)

Steps	Example Screens
<p>To <a href="#">Refund</a> the test purchase transaction:</p> <ol style="list-style-type: none"><li>1. From the menu (☰) select <a href="#">Orders</a></li></ol>	 <p>A screenshot of a green menu interface. At the top left is a white 'X' icon. The menu items are: 'Dashboard', '- Statistics', 'POS settings', '- EFTPOS Console', 'Orders (0)', 'Users', and 'Exit POS'. The 'Orders (0)' item is highlighted with a red rectangular border. A mouse cursor is pointing at the 'Users' item.</p>

# Perform a Test Refund Transaction- (2 of 3)

Steps

Example Screens

- 2. Select Cancel/Refund
- 3. Enter the Order Number To Cancel
- 4. Enter the Reason
- 5. Select Cancel & Refund Order

Orders not uploaded **Cancel / Refund** EFTPOS Orders/Refunds

smtp (465)

web (443)

Email orders + debug info

	date	parent	student	order total		
	29/07/2022	No ID Sale	No ID Sale	\$2.00		
	29/07/2022	No ID Sale	No ID Sale	\$2.00		
	1/08/2022	No ID Sale	No ID Sale	\$2.00		
	1/08/2022	No ID Sale	No ID Sale	\$2.00		

Order Number to Cancel:

39

Get Order

Order amount: 2.00

This amount will be refunded if you cancel this order.

Reason\*

test

Cancel & Refund Order

NOTE: The reason above will be emailed to the parent

## Perform a Test Refund Transaction- (3 of 3)

Steps	Example Screens
<p>6. Complete refund on EFTPOS terminal</p>	