

Impos POS

# Pairing and Transaction User Guide

Updated on, by: 24 Jan, HM

Reviewed on, by:  
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mx51



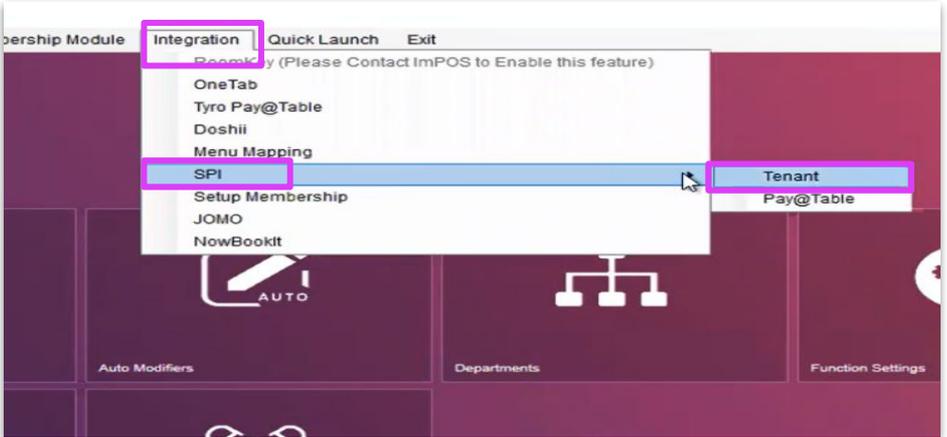
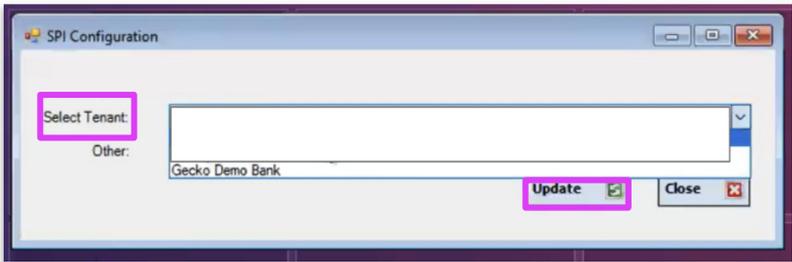
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# System Requirements

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="#">6.56.0 and above</a>
POS Operating System	<a href="#">Windows 7 and above</a>
Integration Type	<a href="#">SPI</a>
Others	Access to <a href="#">Impos Back Office</a> is required in order to set the Payment Provider. <i>Note that this will likely require Admin login credentials</i>

# Pairing the POS to the EFTPOS Terminal - *POS Configuration* (1 of 3)

Steps	Example screens
<ol style="list-style-type: none"><li>1. Login to <a href="#">Impos Back Office</a> and select <a href="#">Integration</a></li><li>2. Select <a href="#">SPI</a> followed by <a href="#">Tenant</a></li></ol>	 A screenshot of the Impos Back Office interface. The 'Integration' menu is open, showing options: RoomKey (Please Contact ImPOS to Enable this feature), OneTab, Tyro Pay@Table, Doshii, Menu Mapping, SPI, Setup Membership, JOMO, and NowBookit. The 'SPI' option is highlighted. In the background, a 'Tenant' dropdown menu is visible with 'Pay@Table' selected. Other interface elements include 'Auto Modifiers', 'Departments', and 'Function Settings'.
<ol style="list-style-type: none"><li>3. Select the <a href="#">Tenant</a> (Payment provider) followed by <a href="#">Update</a></li></ol>	 A screenshot of the 'SPI Configuration' dialog box. It features a 'Select Tenant:' dropdown menu with 'Gecko Demo Bank' selected. Below it is an 'Other:' text input field. At the bottom right, there are 'Update' and 'Close' buttons. The 'Update' button is highlighted.

# Pairing the POS to the EFTPOS Terminal - *POS Configuration (2 of 3)*

## Steps Example screens

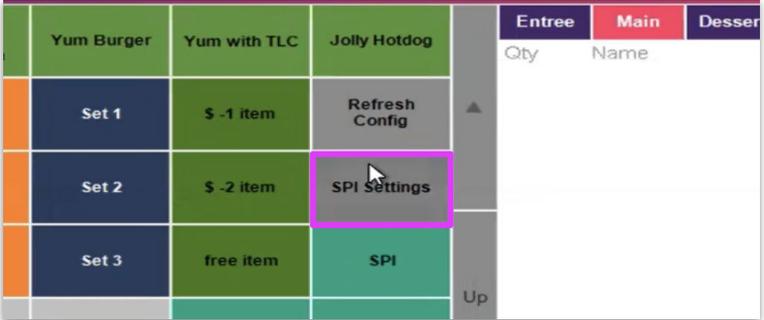
4. Login to **Impos Front Office**

*Note: If Impos Front Office is already open, close and reopen the application to refresh settings.*



Impos screen

5. Select **SPI Settings**



Impos screen

# Pairing the POS to the EFTPOS Terminal - *POS Configuration* (3 of 3)

## Steps

6. In *Impos Front Office*
  - Enter the **POS ID**, the **EFTPOS S/N** and the **EFTPOS Address** that is shown on the EFTPOS terminal
  - Select **Pair**

## Example screens

**SPI Settings**  
To establish connection, press PAIR on your terminal and then the PAIR button below.

POS ID: 10  
EFTPOS S/N: 329-319-594  
EFTPOS Address: 10.9.5.19

Enable Pay@Table:

Device is Unpaired

Pair Close

~ ! @ # \$ % ^ & \* ( ) Backspace  
Q W E R T Y U I O P +

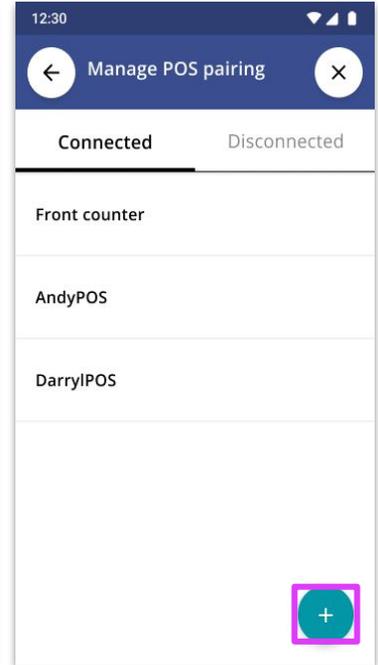
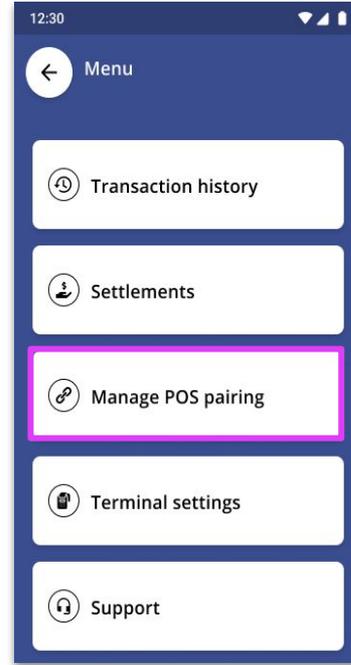
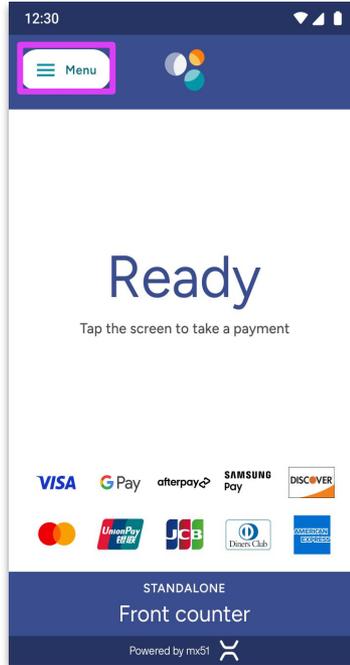
*Impos screen*

# Pairing the POS to the EFTPOS Terminal - *EFTPOS Terminal* (1 of 2)

## Steps

1. On the EFTPOS terminal, Select Menu  
*Note: If there is no existing pairing, the "Manage POS pairing" button will show*
2. Select Manage POS pairing
3. Select +

## Example screens



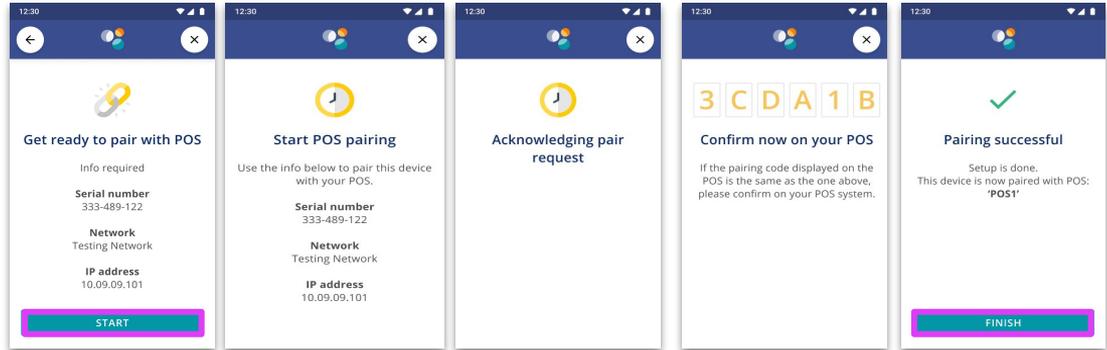
EFTPOS Terminal screens

# Pairing the POS to the EFTPOS Terminal - *EFTPOS Terminal* (2 of 2)

## Steps

4. On the **EFTPOS Terminal**
  - Select **START**
  - Ensure the code displayed matches what is displayed on POS and select **YES**
  - Select **FINISH**

## Example screens



*EFTPOS Terminal* screens

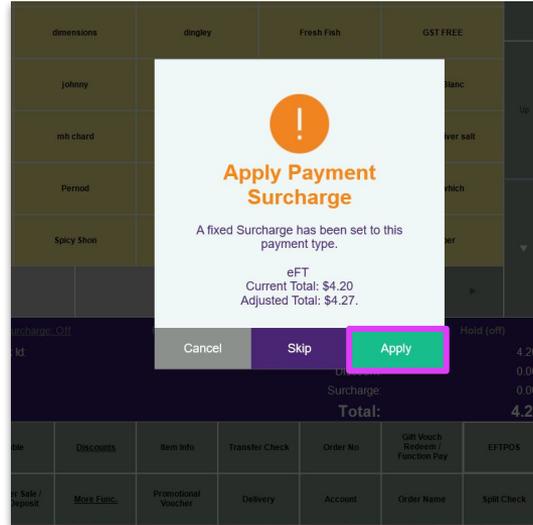
# Perform a Test Purchase Transaction

## Steps

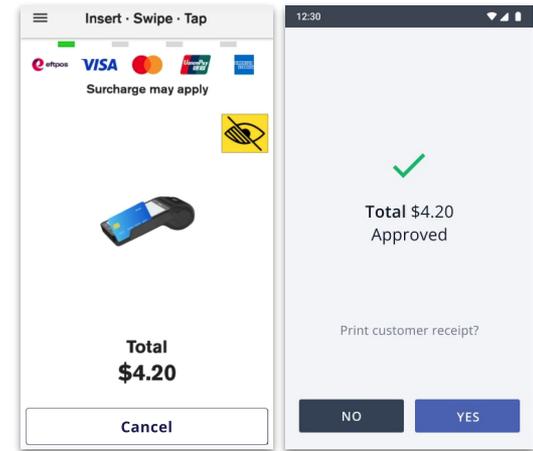
To perform a test [Purchase Transaction](#) to ensure that the integrated solution is working;

1. Select the [Product](#)
2. Select [EFTPOS](#)
3. Select [Apply](#). The transaction will be sent to the eftpos terminal for payment.

## Example screens



*Impos screen*



*EFTPOS Terminal screens*

# 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. Select <a href="#">More Func</a> followed by <a href="#">Refund</a></li></ol>	  <p><i>Impos screens</i></p>

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

## Steps

- 2. Select the **Transaction** to be refunded followed by **Refund**

## Example screens



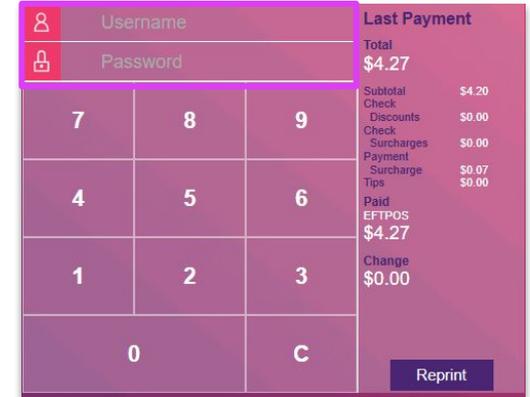
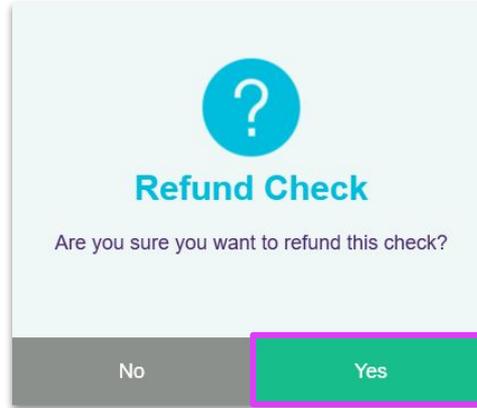
Impos screen

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

## Steps

3. Select **Yes** to confirm the refund
4. Enter **Manager PIN**. The transaction will be sent to the eftpos terminal for payment.
5. Complete Refund on the eftpos terminal.

## Example screens



*Impos screen*