WORLDLINE MW//

How do I run a swiped transaction?

Posted: Oct 20, 2016

1. Add items to your cart.

2. Use the **Tap to Proceed** button to be directed to the Review Order screen.

		՝ 🕄 💎 🖹 🔒 1:30
≡ New Sal	e	$\langle \mathbf{x} \rangle \mathbf{y}_{\mathbf{y}}^{1}$
		\$0.00
1	2	3
4	5	6
7	8	9
←	0	Add to Cart
	• •	
Tap to P	roceed	\$1.00 >

Review your order.
Tap the Select Tender button at the bottom of the screen to proceed with the transaction.

* 🕕 💎 🖹 🔒 1:55

← Review Order	R
Subtotal	\$1.00
Discount (0%)	\$0.00 >
Tax (0.0000%)	\$0.00 >
Total	\$1.00
Add Transaction Information	>
Select Tender	>

5. Tap **Card.** If tips are enabled in app settings, you will now see the Tip screen.

	<u></u>	*	0	$\mathbf{\nabla}$	N	1:51
÷	Choose Tender					$\widehat{\mathbf{A}}$
	Card					
	Keyed					
	Cash					

6. Allow the customer to input the tip amount. If you need to enter a Custom amount, tap Custom and perform the following:
Tap the \$ to toggle between USD currency and percentage (%).

- Enter the tip amount, as provided by the customer
- Tap OK
- Tap the **check-mark** in the upper right hand corner to go to return to the tip screen.

7. Tap Add Tip to proceed.



← Tip		\mathcal{Y}
Total		\$1.00
Total with Tip		\$1.00
15.00% \$0.15	20.00% \$0.20	25.00% \$0.25
Custor	n Tip	No Tip
	Add Tip	>

8. You will now be presented with the Payment screen. You can now swipe the card against the thicker side of the reader.



9. The payment will process and the customer can now select whether they would like to receive a receipt or not. If yes, tap on **Send Receipt**.

10		🔰 🕕 💎 🖹 🛢 1:53
Receipt		
	✓ \$1.00	



10. The customer will now be prompted to enter their email information to receive an electronic receipt.

	♥ ★ ●	1:54
\times	Send Receipt	
	Would you like an e-mail receipt?	
	Enter your e-mail address	

11. At this point the transaction is complete. You should see a confirmation page, with the option to begin a new sale.

Receipt Sent
Thank you for your payment of \$1.00
New Sale >

