










Supplement to the terminal operating manual for xenta and xentissimo

This sheet supplements the existing terminal operating instructions. It describes the extended functions of **Giftcard Easy**. You need both the terminal password and the service password to use Giftcard Easy.

Terminal password	Used to activate the terminal.
Service password	Used to activate additional services (e.g. Giftcard Easy).



Loading/reloading the gift card

To complete the next step, please select the "Transactions" menu.

1. Select menu item <1>, "Transactions"	1: Transactions
2. Select menu item <0>, "Other transactions"	0: Other transactions
3. Select menu item <7>, "Giftcard/Valuemaster"	7: Giftcard/Valuemaster
4. Select menu item <1>, "Activation/load"	1: Activation/load
5. Enter service password and confirm with <OK>	<Service PW> 
6. If you have activated several currencies, please select the currency and confirm with <OK>	<CHF> 
7. Enter amount and confirm with <OK>	<CHF xxx> 
8. Swipe the card	
9. 1x <OK> to print the merchant receipt	 = 
10. 2x <OK> to print the customer receipt	  = 






Service password

Pathway for setting up a service password (if you don't already have one)

0 Main menu	
1 Select menu item <4>, "Settings"	4: Settings
2 Select menu item <4>, "Service PW"	4: Service PW
3 Enter the terminal password and confirm with "OK"	<Terminal PW> 
4 Enter a service password of your choice (must contain at least 4 digits) and confirm with <OK>	<Service PW> 




Redeem amount

To complete the next step, please select the "Transactions" menu.

1. Select menu item <1>, "Transactions"	1: Transactions
2. Select menu item <1>, "Booking"	1: Booking
3. If you have activated several currencies, please select the currency and confirm with <OK>	<CHF> 
4. Enter amount and confirm with <OK>	<CHF xxx> 
5. Swipe the card	
6. <OK> to print the customer receipt	 = 

Performing a cancellation




To carry out a cancellation, please select the "Transactions" menu:

1. Select menu item <1>, "Transactions"	1: Transactions
2. Select menu item <3>, "Cancellation"	3: Cancellation
3. Enter terminal password and confirm with <OK>	<Terminal PW> 
4. Swipe the card	
5. Confirm amount with <OK>	

A gift card payment can only be cancelled immediately after the original transaction.

Balance inquiry

To complete the next step, please select the "Transactions" menu.

1. Select menu item <1>, "Transactions"	1: Transactions
2. Select menu item <0>, "Other transactions"	0: Other transactions
3. Select menu item <7>, "Giftcard/Valuemaster"	7: Giftcard/Valuemaster
4. Select menu item <2>, "Balance inquiry"	2: Balance inquiry
5. Swipe the card	
6. <OK> to print the customer receipt	 = 

Trigger daily closing

1. Select menu item <2>, "Closing"	2: Closing
2. Select menu item <3>, "Day end closing"	3: Day end closing

Your local point of contact can be found at: www.six-payment-services.com/contact

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