



VOID		<i>Use this procedure to void any Gift Card transaction in the current open batch.</i>
VALUELINK MENU		[Menu header alternately displays "VALUELINK" and current date/time]
REDEEM = F2 ACTIVATE = F3 RELOAD = F4	Press ↓	
BALANCE INQ = F1 BALANCE XFER = F2 VOID = F3 CASHOUT = F4	Press F3	
VOID LAST TRANS? YES NO	Press 'F' key for desired option	
RETRIEVE BY: INV# ACCT#	Press 'F' key for desired option	
Terminal May Prompt: INVOICE NUMBER or LAST 4 DIGITS	Key Invoice Number or last 4 digits of Card Account Number and press ←	
VOID VALUELINK <transaction type> <card number> \$\$. \$\$ YES NO NEXT	Press 'F' key for desired option	
Terminal May Prompt: CLERK or SERVER ID:	Key Clerk or Server ID Number and press ←	
DIALING...	[Terminal will communicate with the host for approval]	
PRNT CUST COPY? YES NO	Press "F" key for desired option. The terminal will automatically return to the VALUELINK menu	

REPORTS		<i>Use this procedure to select reports to be printed.</i>
VALUELINK MENU		[Menu header alternately displays "VALUELINK" and current date/time]
		Select the right-most purple button directly under the display
Terminal May Prompt: Password:		Key password and press ←
REPORTS Totals Report = F2 Detail Report = F3 Server Reports = F4	Press 'F' key for desired option	
Report Name		[Terminal will print report while name of selected report displays on screen]
Delete Batch? YES NO	Press "F" key for desired option. The terminal will automatically return to the REPORTS menu	
REPORTS Totals Report = F2 Detail Report = F3 Server Reports = F4	Press "F" key for desired option or press 	to return to the VALUELINK menu.

PROGRAMMING INFORMATION

MERCHANT NUMBER _____
Merchant ID (MID) _____
Terminal ID (TID) _____
Download Telephone No. _____
Touch Tone or Rotary Dial _____

HELP DESK PHONE NUMBER

CUSTOMER SUPPORT 1-800-236-8122



OMNI 3750

STANDALONE GIFT CARD APPLICATION









Standard QUICK REFERENCE GUIDE




**Version 2.1
January 2007**




NOTE:
**SOME PROMPTS MAY VARY BASED
UPON THE TERMINAL SETUP.**




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ACTIVATE		<i>Use this procedure to activate a gift card for a specific dollar amount.</i>
VALUELINK MENU	[Menu header alternately displays "VALUELINK" and current date/time]	
REDEEM = F2 ACTIVATE = F3 RELOAD = F4	Press F3	
Swipe or Enter ACCT:	Swipe card or manually key card number and press  (Enter)	
Terminal May Prompt: CLERK or SERVER ID:	Key Clerk or Server ID Number and press 	
AMOUNT: \$	Key amount and press 	
DIALING...	[Terminal will communicate with the host for approval]	
PRNT CUST COPY? YES NO	Press "F" key for desired option. The terminal will automatically return to the VALUELINK menu	

RELOAD		<i>Use this procedure to reload/add a specific amount onto an already active gift card.</i>
VALUELINK MENU	[Menu header alternately displays "VALUELINK" and current date/time]	
REDEEM = F2 ACTIVATE = F3 RELOAD = F4	Press F4	
Swipe or Enter ACCT:	Swipe card or manually key card number and press  (Enter)	
Terminal May Prompt: CLERK or SERVER ID:	Key Clerk or Server ID Number and press 	
AMOUNT: \$	Key amount and press 	
DIALING...	[Terminal will communicate with the host for approval]	
PRNT CUST COPY? YES NO	Press "F" key for desired option. The terminal will automatically return to the VALUELINK menu	

BALANCE TRANSFER		<i>Use this procedure to transfer the balance from an old/defective gift card to a new inactive card. The new card will become active once the terminal completes the transfer.</i>
VALUELINK MENU	[Menu header alternately displays "VALUELINK" and current date/time]	
REDEEM = F2 ACTIVATE = F3 RELOAD = F4	Press 	
BALANCE INQ = F1 BALANCE XFER = F2 VOID = F3 CASHOUT = F4	Press F2	
ENTER OLD CARD	Manually key old card number and press  (Enter)	
SWIPE NEW CARD	Swipe the new card	
Terminal May Prompt: CLERK or SERVER ID:	Key Clerk or Server ID Number and press 	
DIALING...	[Terminal will communicate with the host for approval]	
PRNT CUST COPY? YES NO	Press "F" key for desired option. The terminal will automatically return to the VALUELINK menu	

REDEEM		<i>Use this procedure to redeem (spend) a specific amount from the gift card.</i>
VALUELINK MENU	[Menu header alternately displays "VALUELINK" and current date/time]	
REDEEM = F2 ACTIVATE = F3 RELOAD = F4	Press F2	
Swipe or Enter ACCT:	Swipe card or manually key card number and press  (Enter)	
Terminal May Prompt: CLERK or SERVER ID:	Key Clerk or Server ID Number and press 	
AMOUNT: \$	Key amount and press 	
DIALING...	[Terminal will communicate with the host for approval]	
PRNT CUST COPY? YES NO	Press "F" key for desired option. The terminal will automatically return to the VALUELINK menu	

BALANCE INQUIRY		<i>Use this procedure to print the balance of any active gift card.</i>
VALUELINK MENU	[Menu header alternately displays "VALUELINK" and current date/time]	
REDEEM = F2 ACTIVATE = F3 RELOAD = F4	Press 	
BALANCE INQ = F1 BALANCE XFER = F2 VOID = F3 CASHOUT = F4	Press F1	
Swipe or Enter ACCT:	Swipe card or manually key card number and press  (Enter)	
Terminal May Prompt: CLERK or SERVER ID:	Key Clerk or Server ID Number and press 	
DIALING...	[Terminal will communicate with the host for approval]	
PRNT CUST COPY? YES NO	Press "F" key for desired option. The terminal will automatically return to the VALUELINK menu	

CASHOUT		<i>Use this procedure if the consumer wants the balance on their gift card given back to them in cash.</i>
VALUELINK MENU	[Menu header alternately displays "VALUELINK" and current date/time]	
REDEEM = F2 ACTIVATE = F3 RELOAD = F4	Press 	
BALANCE INQ = F1 BALANCE XFER = F2 VOID = F3 CASHOUT = F4	Press F4	
Swipe or Enter ACCT:	Swipe card or manually key card number and press  (Enter)	
Terminal May Prompt: CLERK or SERVER ID:	Key Clerk or Server ID Number and press 	
DIALING...	[Terminal will communicate with the host for approval]	
PRNT CUST COPY? YES NO	Press "F" key for desired option. The terminal will automatically return to the VALUELINK menu	