

#### **Fleet Cards**

#### **Using This Feature Reference**

This Feature Reference provides detailed information on how to configure and use the Fleet Cards feature on Verifone's RubyCi and Commander Site Controller.

This feature reference includes the following sections, the information in which pertain to both the RubyCi and the Commander Site Controller.

- Overview This section contains a brief description, requirements and the supported hardware configurations for the Fleet Cards feature on the related Site Controller.
- Configuring This section contains information on how to configure the Fleet Cards feature on the related Site Controller.
- Using This section describes how to prepare the specific Site Controller for the Fleet Cards feature.
- **Reporting** This section contains sample reports with a detailed report description for the Fleet Cards feature on the specific Site Controller.

VeriFone<sup>®</sup>, Inc. 2744 N University Drive, Coral Springs, FL 33065 Telephone: +1 (800) 837-4366 https://www.verifone.com

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## **Revision History**

Date	Description
16/02/2021	Initial Release
07/06/2021	Fixed Review Comments
04/08/2021	Updated UI and added Quick Reference sections
16/08/2021	Updated document with review comments.
5th Oct 2023	Updated document with Comdata cards feature
November 1, 2023	Updated document with review comments.

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# Overview

## **Feature Description**

The Commercial Fleet feature supports commercial payment card programs accepted at sites and also allows dispensing of multiple fuel products in the same transaction.

Commercial fleet transactions can be performed at commercial DCRs with alphanumeric keypads or inside as a prepay or postpay sale. Inside prepay sales do not require an amount to be entered for the pre-authorization.

## **Supported Hardware Requirements**

- Commander Site Controller with Topaz/Ruby2/C18
- Commander Site Controller base version 53.13 and higher (base version 54.02 for Comdata cards).
- RubyCi with Topaz/Ruby2/C18
- Payment PIN pad(s)
- Wayne DCRs need updated firmware to display the new secure prompts. Refer to release notes.
- Gilbarco DCRs may need updated firmware to support the SPOT protocol. Refer to release notes.

### **Quick Reference**

You will be able to designate fueling positions as 'Commercial' via Configuration Client.

For those fueling positions, you can:

- Create and assign secondary fuel products that roll up to a primary product (e.g. Primary=Diesel, Secondary=Tractor, Reefer)
- Enable a fueling position to dispense multiple products in a single transaction

Your VASC will work with you to make sure settings are correct and according to your site's products and preferences.

### Main Highlights

- Commercial Fleet customers may be eligible to request cash advances. Cash advance settings are managed by the site and fleet manager. The cash advance that appears to the customer is the lowest one. Cash advance is only given after fueling. For further details view "Configuring Cash Advance" on page 18.
- Customers can pay and cash fleet checks at sites that accept them. Fleet check can be used in split tender transactions with cash. For further details view "Configuring Fleet\_Check MOP" on page 14 and "Fleet Check Transaction" on page 45.
- Prepay inside requires the new "Commfleet Prepay" button to be configured for non-commercial dispensers. For further details view "Assigning Electronic Void and ComFleet Prepay functions to Soft Keys" on page 15.
- Postpay transactions work without any configuration, assuming the site chooses to authorize pumps.

#### **Other Highlights**

If the site DCR does not have alphanumeric capability or if the DCR has alphanumeric capability but is not enabled for alphanumeric input, the customer will be sent inside to enter details as prompted. For further details view "Enabling and Assigning Alphanumeric DCR Keys" on page 20.

#### Base 53 and Higher UI

The User Interface has changed for base 53 and higher. As a result, after an auto upgrade a few elements on the UI would appear out of place.

To fix this refer to:

- "Configuring POS User Interface Using Config Client" on page 83.
- "Items can be moved in the panel by selecting the item and dragging and dropping to the desired position" on page 85
- "Select a panel and click Move Up or Move Down to move the panel." on page 93

#### Note

Parameter Download (PDL) and Dynamic Card Table (DCT) downloads are done from the POS after installing the feature for the first time.

PDL is a general Table Download to enable cards and DCT is a Card Table Download to let the system know how to process the transactions with the cards.

View "PDL & DCT Download" on page 76.



## **Comdata Cards**

## ••

*Comdata cards are only supported in Base 54.02 Buypass distribution for ExxonMobil.* 

Comdata is a payment processor and issuer of fleet fuel cards, corporate spend cards, virtual payments, and trucking permits.

Verifone Commander enables the use of Comdata cards on Commercial pumps. Comdata card transactions are processed by adding Comdata as an acquirer to Fiserv Buypass front end processor.

#### Verifone Commander supported Comdata Cards

Cards Details	Comdata MC	Comdata OnRoad	Comdata Proprietary Fuel Card
Multi Card	Yes - Comdata and Master Card	Yes - Comdata and Master Card	No - Comdata only
Fueling position	Retail and Commercial	Retail and Commercial	Commercial Only

Verifone Commander Supports three types of Comdata cards.

- Transactions performed using Comdata proprietary Fuel cards are routed to Comdata network by Fiserv.
- Transactions performed using Comdata multi cards are routed to Comdata or Master card network depending on the product and fueling position used for the transaction. If a fueling position is configured as Commercial, then all Comdata eligible products transactions (post-pay or prepay) on that fueling position are considered as commercial transactions. If a fueling position is not configured as Commercial, then all transactions on that that fueling position are considered as retail transactions.
- If a site is blended or has both retail and commercial fueling positions, then all Comdata transactions are routed to Comdata network via Fiserv and all the retail transactions are routed to the Master Card network via Fiserv.

#### Supported and Unsupported Features

The following are the supported and unsupported features for Comdata Fleet Cards:

- Cash Advance is supported with the Comdata transactions.
- Multigrade fuel selection is supported with Comdata transactions.



- Mix of Comdata and non-Comdata products are not allowed while using Comdata Cards. Cashier will be asked to remove non-Comdata products from the ticket.
- Refund is not supported for Comdata transactions.
- Offline transactions (aka SAF) is not supported for Comdata transactions.
- Comdata transactions at the DCR will not prompt if the customer wants to add additional products inside after fueling.
- Only Comdata eligible products can be sold on Comdata network.
- Car Wash, Charity and loyalty/discounts are not supported with Comdata transactions.
- Split tender is not supported for Comdata transactions. Comdata eligible products can be bought using other cards, which do allow split tender.

#### Electronic Void (E-void)

Transaction type Refund is not supported for Comdata cards and instead of a Refund request an E-void request is sent to the host to void transactions that must be refunded. E-Void is not supported for fuel transactions and for any transactions not done on the same day.

E-void for Comdata cards works the same way as it works for Exxon's FleetOne card and the Wex Commercial Fleet cards. Refer to "Assigning Electronic Void and ComFleet Prepay functions to Soft Keys" on page 15 and "Electronic Void Refund Transaction" on page 40

#### Comchek

Comdata issues a check which is known as Comchek. Comcheks can be used as a usual physical check at stores, or the unique 10-digit Comchek number can be used at stores. There is no product restriction for Comchek. Comchek can be used to buy any product available at the store. Comcheks can also be cashed without buying any product.

COMDATA	Comchek Comdata Network, Inc. of California	3120984775
Pay to the order of	(	Date
DO NOT CASH BEFORE CAL	Company	COTIGES State of the set of the s
CAND NO. OR DIPPESS CODE	PANELS HOME PHONE NUMBER	800-741-30
IMPORTAN GOVERNMENT OF PHOTO DENTIFICATION BEING TO THE REGIT OF REVERE SOR FOR EXAMPLED	MENORE STATE DISTRICTION MANUA	han be
PAYABLE THROA TH Wells Forgo Bank West, N.	A lowed by Corrdata Network, Inc. of California	



#### **Express Code**

Express code is a numeric code issued by Comdata that the drivers get through their Comdata app. Express Codes can used to buy products at the store.

There is no product restriction for Express Codes and can be used to buy any product available at the store.

#### **Fuel Price Update**

This feature gives the ability to send diesel fuel price changes at the site to the Comdata host. The diesel price is sent to the Comdata host so that Comdata can advertise the price on their mobile app that drivers use when looking to refuel. They also use the price when transactions are performed to ensure that the price sold at the site is within a tolerance of the price advertised on the mobile app.

Fuel price updates are sent to the host for fuel products that have fuel grade id same at both the Buypass Configuration page and the Fuel Product settings page.

Only the **Self** fuel price update for cash and credit are sent to the host and not fuel price updates for **Mini** and **Full**.

If the site updates the fuel price when Comdata host is offline, then the updates are stored, and the update is forwarded when the host comes online.

#### **Dynamic Prompts**

Dynamic prompts are the prompts that are sent by the host based on the card used. Comdata Transactions supports a total of 14 dynamic prompts. Fiserv supports up to total of 8 prompts (both dynamic and system) in a single transaction.

Some of the dynamic prompts are optional. Press OK without entering anything for skipping optional prompts. If mandatory prompts are skipped thrice, then the transaction is declined.

There is no way other than through experience that a cashier or a customer would know which is an optional prompt.

#### **Comdata Eligible Product List**

Only the Comdata eligible products in the table below can be sold using Comdata cards. In the Configuration Client, go to **Store Options > Merchandise > Product Code** to view the NACS Product code descriptions.

Nacs Product Code	Maximum Amt	Description
950	99999.99	ALLOW TAX
19	99999.99	ALLOW DIESEL



Nacs Product Code	Maximum Amt	Description
20	99999.99	ALLOW DIESEL
21	99999.99	ALLOW DIESEL
32	99999.99	ALLOW DIESEL
33	99999.99	ALLOW DIESEL
34	99999.99	ALLOW DIESEL
45	99999.99	ALLOW DIESEL
46	99999.99	ALLOW DIESEL
47	99999.99	ALLOW DIESEL
48	99999.99	ALLOW DIESEL
49	99999.99	ALLOW DIESEL
50	99999.99	ALLOW DIESEL
60	99999.99	ALLOW DIESEL
62	99999.99	ALLOW DIESEL
72	99999.99	Diesel Exhaust Fluid - Prepackaged
99	99999.99	ALLOW FUEL-OIL
101	99999.99	ALLOW OIL & SERVICES
106	99999.99	ALLOW OIL & SERVICES
109	99999.99	ALLOW OIL & SERVICES
110	99999.99	ALLOW OIL & SERVICES
113	99999.99	ALLOW OIL & SERVICES
135	99999.99	ALLOW OIL & SERVICES
136	99999.99	ALLOW OIL & SERVICES
137	99999.99	ALLOW OIL & SERVICES
138	99999.99	ALLOW OIL & SERVICES



Nacs Product Code	Maximum Amt	Description	
139	99999.99	ALLOW OIL & SERVICES	
143	99999.99	Scales	
145	99999.99	Gallon Oil	
304	99999.99	ALLOW OTHER FUELS	
311	99999.99	ALLOW OTHER FUELS	
312	99999.99	ALLOW OTHER FUELS	
313	99999.99	ALLOW OTHER FUELS	
314	99999.99	ALLOW OTHER FUELS	
315	99999.99	ALLOW OTHER FUELS	
316	99999.99	ALLOW OTHER FUELS	
317	99999.99	ALLOW OTHER FUELS	
318	99999.99	ALLOW OTHER FUELS	
319	99999.99	ALLOW OTHER FUELS	
320	99999.99	ALLOW OTHER FUELS	
321	99999.99	ALLOW OTHER FUELS	
324	99999.99	ALLOW OTHER FUELS	
600	99999.99	DEF - PACKAGED FUEL	
603	99999.99	ALLOW PACKAGED FUELS	
650	99999.99	ALLOW PRODUCTS & SERVICES	
651	99999.99	ALLOW PRODUCTS & SERVICES	
652	99999.99	ALLOW PRODUCTS & SERVICES	
653	99999.99	ALLOW PRODUCTS & SERVICES	
654	99999.99	ALLOW PRODUCTS & SERVICES	
655	99999.99	ALLOW PRODUCTS & SERVICES	



Nacs Product Code	Maximum Amt	Description	
955	99999.99	ALLOW CASH BACK	
956	99999.99	ALLOW CASH BACK	
***	0	EXCLUDE ALL OTHER PRODUCTS	



## 2 CONFIGURING COMMERCIAL FLEET CARDS

Configuring the Fleet Cards feature encompasses:

- "Enabling Commercial Fueling Positions" on page 9
- "Configuring Primary Fuel Products as Secondary Products" on page 10
- "Configuring Fuel Product as Only Primary Products" on page 11
- "Configuring Multi-grade Fueling Positions" on page 13
- "Configuring Multi-Grade Timeout" on page 14
- "Configuring Fleet\_Check MOP" on page 14
- "Assigning Electronic Void and ComFleet Prepay functions to Soft Keys" on page 15
- "Configuring Cash Advance" on page 18
- "Enabling Auto Settle Overrun" on page 19
- "Enabling and Assigning Alphanumeric DCR Keys" on page 20
- "Alert Cashier" on page 22
- "Configuring Comdata Cards" on page 23

## **Enabling Commercial Fueling Positions**

To convert a fueling position to commercial, the 'Commercial' parameter must be enabled from **Configuration Client > Forecourt > Fuel Config > Fueling Positions** tab for each pump that needs to be enabled as commercial.

Enabling this parameter controls the dynamic prompts and the card restrictions with the help of the Dynamic Card Table (DCT).



Fueling Position Settings	
Select Fueling Position	Allow Access Z SPI IP Address 192. 168. 31. 160
Duplicate Fueling Position         1         2         3         4         5         6         7         1.Select target fuel positions to the left         8         9         2.Use the Ctrl key to select multiple positions         11         12         3.Use the Shift key to select a range of positions         14         15         16         Duplicate	Default Attributes         Default MOP       Default Service Level       Blend Type       Slow Flow Offset         CASH       SELF       NONE       2         Fueling Limit Settings       2         Currency Limit       Volume Limit       Minimum PPU         300.00       500.000       (0.009)         Hose Product Settings       NONE       V         Hose 1 Product       Hose 2 Product       Hose 3 Product         Hose 4 Product       Hose 5 Product       Hose 6 Product         Hose 7 Product       METH       NONE       V         Hose 7 Product       NONE       V
19 20 <b>v</b>	Options         Auto Approval       Auto Disapproval       DCR In Dispenser         First In First Out       DCR Prompt Preset Amount       Handle Up Calling         Ignore Pump Error       Pay At Pump Only       Prepay Only         Preset Postpay       Preset Prenav       Stacking         View Buzzer Off       Commercial       Instant Auto Approval

## **Configuring Primary Fuel Products as Secondary Products**

To enable to fuel a primary product as a secondary product with a different name, configure Secondary Products from **Configuration Client > Forecourt > Fuel Config > Fuel Products** tab.

For Example, Tractor and Reefer are dispensed from the diesel hose and is Diesel but named as Tractor and Reefer.

Tank and Price for the secondary products is same as Primary product. Secondary Product has its own product code.



The advantage of using the primary product as a secondary product with a different name is that the product when used as a secondary product can save tax or/and can be eligible for a discount.

Fuel Configuration	- Pending		Save Cancel
Site Parameters Fuel Service	Levels Fuel MOPs Fuel Tan	ks Fuel Blend Types Fuel F	Products Fueling Positions
Product 1 - Tractor 2 - REF 3 - DEF	Secondary Product Name Tractor	Primary Product 7 - DIESL	
4 - CNG 5 - LPG 6 - METH 7 - DIESL 8 - KERSN	Low Feed Tank tank01 V	nfiguration Percentage1 100 V	
9 - REG 10 - UNUSED1	Service Level 1 Product Code 0001 - UNLEADED RE  Department	Service Level 2 Product Code 0001 - UNLEADED RE ✓ Fuel Grade ID	
	9998 - MANUAL FUEL 🗸	1	

- 1. Enable Secondary Product
- 2. From the Product list, select the fuel product that is be the secondary product of the primary product.



The name given for the fuel product in this field is what is displayed to the customer and cashier, so choose name appropriately.

- 3. From the Primary Product drop-down list, select the primary product that is used as the secondary product.
- 4. Click Save.

## **Configuring Fuel Product as Only Primary Products**

Sites can also be setup as a single hose/single product commercial fueling position. For example sites can have a configuration for selling just Diesel, if they do not want to configure Tractor or Reefer as secondary products of Diesel.



The secondary product field should not be enabled in Configuration Client > Forecourt > Fuel Config > Fuel Products tab.

Fuel Configuration	- Pending			
Site Parameters Fuel Service	Levels Fuel MOPs Fuel Tan	ks Fuel Blend Types	Fuel Products	Fueling Positions
1 - Tractor 2 - REF 3 - DEF 4 - CNG 6 - LPG 6 - METH 7 - DIESL 8 - KERSN 9 - REG 10 - UNUSED1	Secondary Product Name Tractor Tank Cor Low Feed Tank tank01  Service Level 1 Product Code 0001 - UNLEADED RE  Department 9998 - MANUAL FUEL	Primary Product  figuration Percentage1 100 Service Level 2 Produc 0001 - UNLEADED R Fuel Grade ID 1	ct Code	

Enable **Commercial** in **Configuration Client > Forecourt > Fuel Config > Fueling Positions** tab. For single hose fueling stations, only one hose should be configured in **Configuration Client > Forecourt > Fuel Config > Fueling Positions** tab.

Site Parameters Fuel Service Levels Fuel MOPs	Fuel Tanks Fuel Blend Types Fuel Products Fueling Positions	Save	Cano
Site Parameters Fuel Service Levels Fuel MOPs  Fueling Position Settings  Select Fueling Position  Duplicate Fueling Position  Duplicate Fueling Position  Select target fuel positions to the left 2. Use the Ctri key to select multiple positions 1. 2. Use the Shift key to select a range of positions 1. 3. Use the Shift key to select a range of positions 1. 4. Click the "Duplicate" button.  Duplicate  Select Shift key to select a range of positions 1. 2. 3. 4. Click the "Duplicate" button.  Duplicate	Fuel Tanks       Fuel Blend Types       Fuel Products       Fueling Positions         Allow Access       Image: Second Stress		
	View Buzzer Off Commercial Instant Auto Approval Multi Product Settings Allow Multiple Products Configure Fueling Orders		



## **Configuring Multi-grade Fueling Positions**

To enable a fueling position to dispense multiple products in a in single transaction, the pump should be enabled for multi-grade fueling from **Configuration Client > Forecourt > Fuel Config > Fueling Positions** tab for each pump that needs to be converted.

ueling Position Settings	
Select Fueling Position	Allow Access SPI IP Address 192. 168. 31. 160
Duplicate Fueling Position         1         2         3         4         5         6         7         1.Select target fuel positions to the left         8         9         2.Use the Ctrl key to select multiple positions         11         12         3.Use the Shift key to select a range of positions         14         15         16         Duplicate         19	Default Attributes         Default MOP       Default Service Level       Blend Type       Slow Flow Offset         CASH       SELF       NONE       2         Fueling Limit Settings       Auto Collect       NONE         Currency Limit       Volume Limit       Minimum PPU         300.00       [500.000]       0.009         Hose Product Settings         Hose 1 Product       Hose 2 Product         UNLD1       UNLD3       UNLD4         Hose 4 Product       Hose 5 Product         Hose 7 Product       METH       NONE         NONE       V
20 -	Options         Auto Approval       Auto Disapproval         First In First Out       DCR Prompt Preset Amount         Ignore Pump Error       Pay At Pump Only         Preset Postpay       Preset Prepay         View Buzzer Off       Commercial         Instant Auto Approval

- 1. Select Allow Multiple Products
- Click Configure Fueling Orders to configure the order in which the multi-grade fuel products appear on DCR menu and on the fuel selection menu during preauthorization of the card. The Hose Product Settings section in the Fuel Configuration form only allows Primary Products to be assigned to hoses. Fueling Orders form shows primary and secondary products dispensing order.

eling Orders	
Dispense Order	Prompt Order
UNLD1 🗸	1 🖌
UNLD2 🗸	1 🗸
UNLD3 🗸	2 🗸
UNLD4 🗸	3 🗸
UNLD5 🗸	3 🗸
🛞 🔍 1-5 (	of 5 🕑 🖻
Add	Delete
Ok Cancel	



- 3. The Dispense Order shows the fuel order displayed for selection during preauthorization in a multi-grade transaction.
- 4. The prompt order shows how the fuel would be prompted for fueling at the pump. The fuel with prompt order 1 will come on the first page and can be selected one after another or there will be an option "Both" to select both for fueling.

### **Configuring Multi-Grade Timeout**

Configure when the pump has to timeout in minutes after fueling the first grade in a multigrade transaction. Go to **Configuration Client > Forecourt > Fuel Config > Site Parameters** tab.

Parameters Fuel Service Levels	Fuel MOPs	Fuel Tanks F	uel Blend Types	Fuel Products	Fueling Posi
Unit of Measure Halt Mode PPU Decimal Position	Gallons 🛩 Soft 👻	Tier2 S	chedule Setting Start Tier 2 Pricir Number of Tier Hou	s ng 0 ~ rs 0 ~	
Total Decimal Position Autodisapproval Multi-Grade Timeout	2 × 5.0 ×	Postpa	y Schedule Sett	ings	
Ignore MOP Conflict Force .9 Cents Per Gallon		Num	tart Postpay Allowe ber of Postpay Hou	ed 0 🗸	
Recall Autocollect Inside Gilbarco Six Digits Money Display Require Attendant Card		- Manual S Num	Approval Sche tart Manual Approv Require ber Manual Approv	al 0 ~	
Offline Fuel Prompt Number of Seconds	1 🗸	Grade I	Restriction	ting Inside	
Real Time Sales Data Notification Frequency (Milliseconds)			Prompt Restriction	on Outside	

## Configuring Fleet\_Check MOP

Fleet Checks can be exchanged for cash or be used as MOP in a transaction. Go to **Configuration Client > Store Operations > Payment > MOP** tab to configure Fleet\_Check MOP.

The driver fills the check and includes the amount they want. Fleet Checks do not have any product restrictions like commercial fleet cards. Fleet Check is like a regular check, but, has to get authorization for the total amount written on the check.

Voids or Refunds of Fleet Checks are not allowed. Assign Fleet\_Check MOP to a POS soft key.



1. Use 33 FLEET\_CHECK MOP code

Payment Managen	nent	Sav	e Can
MOP Currencies Fees T	ax Rates		
Select MOP           001 - CASH           002 - CHECK           003 - CREDIT           004 - DEBIT           005 - MAN CRED           006 - IN-HOUSE           007 - MAN DEBIT           008 - FOODSTAMP           009 - LOTTERY           011 - COUPON           012 - MOBILE           013 - Fleet Check           016           017           018           019           020	Name Fleet Check Minimum Amount 0.00 Limit 0.00 Tender Code generic Options  Force Safe Drop Tender Amount Require Allow Zero Entry Allow Refund Allow Safe Drop Force Ticket Print	MOP Code 33 - FLEET_CHECK 14 - DRIVE_OFF 15 - SPECIAL_DISC 16 - MANUAL_FS 17 - LOTTERY 18 - IN_HOUSE 19 - PUMP_TEST 20 - EBT_FS 21 - EBT 22 - MANUAL_EBT_CB 23 - ECHECK 24 - STORED_VAL_CARD 25 - MANUAL_ENTRY 26 - FORCE_POST 27 - POST_ENTRY 28 - MOBILE 29 - UNATTENDED_REFUND 30 - NON_TAX_COUPON 31 - FUEL_VOUCHER 32 - TAX_EXEMPT_VOUCHER	Delete

2. Enable "Allow Without Sale", "Allow Change" and "Allow Refund"

MOP Currencies Fees	Tax	Rates		
Select MOP		Name	MOP Code	Delet
001 - CASH	*	Fleet Check	33 - FLEET_CHECK	~
002 - CHECK		Minimum Amount	Maximum Amount	
003 - CREDIT		0.00	0.00	
004 - DEBIT		Limit	#Additional Receipts	
005 - MAN CRED		0.00	0 🗸	
006 - IN-HOUSE		Tender Code	Tender Sub Code	
007 - MAN DEBIT		generic	generic	
008 - FOODSTAMP		- Options		
009 - LOTTERY		Options		
010 - DRIVE OFF				
011 - COUPON				
012 - MOBILE	_	I ender Amount Requ	uired Cashier Report Prompt	
013 - Fleet Check		Allow Zero Entry	Allow Without Sale	
014		Allow Refund	Allow Change	
015		Allow Safe Drop	Allow Money Order Purcha	se
016		Force Ticket Print		
017				
018		L		
019				
020	-			

3. Go to Configuration Client > Store Operations > Touch Screen > Panel Configuration to assign Fleet\_Check MOP to a POS soft key.

## Assigning Electronic Void and ComFleet Prepay functions to Soft Keys

The Electronic Void functions is used to void a commercial fleet transaction. When someone accidentally fuels one or more grade/s in a multi-grade fuel transaction instead of the owner of the preauth card, the cashier will refund the entire transaction using



electronic void to the card that was used during pre-auth. To perform an electronic void transaction, both the customers should be with the cashier. The cashier initiates a manual fuel department sale to the respective people who pumped the fuel.

The CommFleet Prepay function is used to trigger a commercial fleet prepay transaction. Assign Electronic Void and CommFleet Prepay functions to Soft Keys.

For commercial pumps, the commercial fleet prepay transaction can also be triggered by the Comm Fleet Prepay button on the express panel in the pump icon.

For retail pumps, the only way to trigger a commercial fleet prepay transaction is by assigning a soft key to the CommFleet Prepay function and using the soft key for the transaction.

Go to **Configuration Client > Store Operations > Touch Screen> Panel** Configuration tab to assign soft keys to the functions.

Security Initial Setup	Store Operations	Promos and Disco	unts Forecourt	Devices P	ayment Controller	Re
Touch Screen	Payment Merchandise Restrictions		nfiguration			
Item Panels Parked N	PLUs Sales Menu Keys				🗌 Del	ete
Select Item Panel	Register Touch Screen Self-checkout	N/ Pay OUT	Panel Configuration Screen Configuration		Add Duplicate	
	Group Price Change Managed Updates	inter ay con	ther Department	Pre	Other	
	Charity Donations Close Lane					
	↓ Preview/edit			Add Iten	n Delete Item	

1. Go to the Item Panel of the screen you want to add the button.

- 2. Click Add Item.
- 3. Choose Type as Function.
- 4. Choose the function CommFleet Prepay/Electronic Void.



Security	Initial Setup	Store Operati	ions Promos and	d Discounts Forecourt	Devices Payment Controller	Reporting	Tools	Help	Log Out	
Touch	n Screen C	Configura	tion : Pane	I Configuration	Save	ancel				
Item Pa	nels Parked Me	nu Panels 🛛 Fu	el Panels							
					🗌 Delet	e				
Sele	ct Item Panel		Name pan1		Add Duplicate					
pa	n1	<u>^</u>	Included Iter	ns						
			Туре	Items	Preview					
			Function	Other Department	Other Departme					
			Function	CommFleet Prepay	CommFleet Prepay					
			Function			Item S	election			
						Fund	tion	CommFle	et Prepay	~
					Add Item Delete Item				Ok	Cancel
		~								
		Preview/edit								

5. Click OK.

Security Initial Setup Store	Operations Promos and	d Discounts Forecourt	Devices Payment Controller Re
Touch Screen Confi	guration : Pane	I Configuration	Save Cance
Item Panels Parked Menu Pane	els Fuel Panels		
			🗆 Delete
Select Item Panel	Name pan1		Add Duplicate
pan1	- Included Iter	ns	
	Туре	Items	Preview
	Function	Other Department	Other Departme
	Function	CommFleet Prepay	CommFleet Prepay
			Add Item Delete Item
	~		
Preview	/edit		

6. Click Save.



7. Logout and login on the POS.



Refer to "Configuring User Interface Using Config Client" on page 12 to know more about how to configure the User Interface.

## **Configuring Cash Advance**

The site can configure how much cash advance should be given to a commercial fleet driver. Go to **Configuration Client > Payment Controller > EPS Configuration > Buypass Configuration > FEP** tab to enable cash advance and enter the advance amount.





Buypass Configuration
Colls require a che-time password (CTP)
FEP FEP Card Type
Network
Buypass Codec ATL105 6.00.02 V
Dealer ID VP13007411001
Terminal ID 001
TPP ID RVE062
Paternate merchan to
Communication Options
Mode Communication Options
Primary
Serial 204 104 125 42
Prot 7735
Heartbeat Timer 120
EFP Parameters
Enable Visa Small Credit
Enable Mastercard Small Credit
Enable Amex Small Credit
Brand BUYPASS V
CVV2 Enabled
Refund Allowed
Reversal Allowed
Cashback Promot Amounts
Cashback Amount 1 5
Cashback Amount 3 20
Cashback Amount 4 40
Falback
Maximum Transactions 0 Maximum Amount 99999
Fallback Transaction Ceiling 1500
Fallback Amount Ceiling 99999
Fallback with AVS
Security
SSI Enabled
Datawire Secure Channel
Admin Messages
Send Site Asset as CSV
Send Site Asset as XML Send Fuel Sale XML
Send Price Change Notification XML
Send Neter Reading XML (Non-Resettable Totals)
TAVE Configuration
Domain VAR11
Brand TEST4
Token Type 11/4
-Commercial Fleet Payment
Enable Cash Advance
Cash Advance Limit 100

## **Enabling Auto Settle Overrun**

To handle overrun, enable Auto Settle Overrun in **Store Operations > Sales > Sales Configuration**. The Overrun amount will be automatically settled with the non-network **Drive Off** MOP. The card will only be charged with the amount that the customer fueled. Auto settle overrun makes sure that customers do not have to pay for the fuel that got fueled without their knowledge.



Sales Configuration							
Sales Configuration Sales Login/Logout Message							
Sales Configuration Sales Login/Logout Message	Allow amount entry for refund Canadian GST Cardload Recharge Dept Cash drawers connected Cash under run auto refund Check drawer amount on safe drop Count Underrun Customers Disable Error Correct Key Discount Unenomination Discount type - Pct or Amt Display PLU not found Department List Drawer Alarm Timer Drawer open during sale Enable Managed Update Enable Receipt Tax Detail Enable Court rate						
	Force DOB on ID Check Force no sale print						

## **Enabling and Assigning Alphanumeric DCR Keys**

Each DCR should be assigned to a DCR key configuration. If sites have a mix of DCRs with and without alphanumeric capabilities, sites would require to create 2 or more DCR key configurations.

The configuration for DCRs that are alphanumeric should have the "Enable Alphanumeric" checked, and NOT checked for the DCRs that only accept number input.

Go to **Configuration client > Forecourt > DCR Keys** to configure DCR Keys.



1. Select Enable Alphanumeric.

DCR Keys Config	ura	tion				
AlphaNumeric Non-AlphaNumeric	^	Label AlphaNu Enable Alphan #Rows 4	umeric umeric 🗹 🚽 #Columns	Assign 5 V	Positions	Add Delete
		1	2	3	NA	NA
		4	5	6	NA	NA
		7	8	9	NA	NA
	*	Clear	0	Enter	NA	NA

2. Click Assign Positions.

Don't regis connig	Jula						Select DCR Position(s)
AlphaNumeric Non-AlphaNumeric	^	Label AlphaNi Enable Alphan #Rows 4	umeric umeric 🔽 🔄 #Columns	Assign	Positions	Add Delete	✓1     9     17       ✓2     10     18       ✓3     11     19       ✓4     12     20
		1	2	3	NA	NA	5     13     21       6     14     22       7     15     23
		4	5	6	NA	NA	8 16 24 Save Cancel
		7	8	9	NA	NA	
	~	Clear	0	Enter	NA	NA	

3. Select the DCR that can be used for entering alphanumeric characters. The DCRs that do not have alphanumeric capabilities are grayed out.

••• verifone

## **Alert Cashier**

The Alert Cashier parameter under Forecourt > Fuel > Fuel Config Pending > Site Parameters alerts the cashier that there is an outstanding Commercial Fleet transaction (Comdata and Wex/Exxon commercial Fleet cards) that came due inside and needs to be completed. The driver might choose to send the fuel sale from the DCR inside so that they can add products or cash advance.

der Gorniguration - Fending								
Site Parameters Fuel Service Leve	Is Fuel MOPs	Fuel Tanks Fuel Blend Types Fuel Products Fueling Positions						
Unit of Measure Halt Mode PPU Decimal Position Total Decimal Position Autodisapproval Multi-Grade Timeout (Minutes) Ignore MOP Conflict Force .9 Cents Per Gallon Approve All Enabled Recall Autocollect Inside Gilbarco Six Digits Money Display Require Attendant Card	Liters   Soft  Soft  3  2   5.0  5.0  5.0	Tier2 Schedule Settings         Start Tier 2 Pricing         Number of Tier Hours         0         Postpay Schedule Settings         Start Postpay Allowed         Start Postpay Allowed         Number of Postpay Hours         24         Manual Approval Schedule Settings         Start Manual Approval         Required         Number Manual Approval         Hours						
Collect Additional Data Offline Fuel Prompt Number of Seconds Real Time Sales Data Notification Frequency (Milliseconds)		Grade Restriction Enforce Prompting Inside Prompt Restriction Outside Commercial Configuration Alert Cashier (Minutes) 7						

#### Fuel Configuration - Pending



## **Configuring Comdata Cards**

#### **Configuring Diesel Price Update**

Do the following to change the Diesel Price and send the price change to the host.

1. In Configuration Client go to Forecourt > Fuel > Fuel Config- Pending> Fuel Products. Note the Fuel Grade ID for the price change Comdata product.

Security	Initial Setup St	ore Operations	Promos and Discounts	Forecourt	Devices	Payment Controller	Reporting	Tools	Help	Log Out
Fuel	Configuratio	n - Pendir	ng							
Site Pa	rameters Fuel Servi Product Settings- oduct - UNLD1 - Sulfor - UNLD3 - UNLD4 - UNLD5 - METH - Diesel - DEF - Reefer - UNLD2	Ce Levels Fuel Ce Levels Fuel Ce Levels Fuel Ce Level Ce	MOPS Fuel Tanks Fuel y Product Tank Configurat 1 Tank tank01 V Pe 1 Product Code Service 1 Droduct Code Service 1 Droduc	el Blend Types y Product ion	Fuel Proc       Image: state stat	Lucts Fueling Positions				
		0								

 In Configuration Client go to Payment Controller > BUYPASS Configuration. In the Admin Messages section, enable "Send Price Change Notification XML" and select the same fuel grade ID in the Fuel Grade ID For Diesel field.

Admin Messages			
Send Site Asset as CSV			
Send Site Asset as XML			
Send Fuel Sale XML			
Send Price Change Notification XML			
Send System Event XML		•	
Send Meter Reading XML (Non-Resettable Totals)			
Fuel Grade ID For Diesel	7	~	

3. Save the configuration and reboot Verifone Commander.



4. After reboot, go to **Configuration Client > Forecourt > Fuel > Fuel Price - Pending** and update the Diesel Price.

Security	Initial Setup	Store Op	erations	Promos a	and Discount	ts	Forecourt	Devices	Paymen	t Controller	Reporting	Tools	Help	Log Out
Fuel Prices - Pending														
Fuel	Product F	Prices											1	
Prod	uct 7 - Diesel	~												
		Tier (	ne Prices					Tier	Two Price	9S				
	Service Level	MOP		Price			Service Level	MOP		Price				
	SELF	CASH			7.121		SELF	CASH			7.112			
	SELF	CREDIT			7.131		SELF	CREDIT			7.122			
	FULL	CASH			7.121		FULL	CASH			7.212			
	FULL	CREDIT			7.121		FULL	CREDIT			7.222			
	MINI	CASH			7.121		MINI	CASH			7.312			
	MINI	CREDIT			7.121		MINI	CREDIT			7.322			

5. Updated Diesel Price for Self for both Cash and Credit Price is sent to the host.

#### **Configuring Com Check MOP**

Comchecks can be exchanged for cash or be used as MOP in a transaction.

The driver fills the check and includes the amount they want.

Comcheck do not have any product restrictions like Comdata cards. Comcheck is like a regular check, but must get authorization for the total amount written on the check.

Go to **Configuration Client > Store Operations > Payment > MOP** tab to configure **35 Comcheck** MOP.

MOP Currencies Fees	Tax Rates	
IOP Currencies Fees elect MOP 001 - CASH 002 - CHECK 003 - CREDIT 004 - DEBIT 005 - MAN CRED 006 - IN-HOUSE 007 - MAN DEBIT 008 - FOODSTAMP 009 - LOTTERY 010 - Over Run 011 - COUPON 012 - MOBILE	Name     CASH     Minimum Amount     0.01     Limit     0.00     Tender Code     generic     Options     Options     Image: Proce Safe Drop	□ Dele MOP Code 35 - COMCHECK ✓ 17 - LOTTERY ▲ 18 - IN_HOUSE 19 - PUMP_TEST 20 - EBT_FS 21 - EBT 22 - MANUAL_EBT_CB 23 - ECHECK 24 - STORED_VAL_CARD 25 - MANUAL_ENTRY 26 - FORCE_POST 27 - POST_ENTRY
013 - Paper-check 014 015 016 017 018 019 020	<ul> <li>Tender Amount Required</li> <li>Allow Zero Entry</li> <li>Allow Refund</li> <li>Allow Safe Drop</li> <li>Force Ticket Print</li> </ul>	28 - MOBILE 29 - UNATTENDED_REFUND 30 - NON_TAX_COUPON 31 - FUEL_VOUCHER 32 - TAX_EXEMPT_VOUCHER 33 - FLEET_CHECK 34 - EXTERNAL_PAYMENT 35 - EXPRESS CODE



#### Configuring Express Code MOP

Express codes are digitally generated for the drivers through the Comdata app and can be used instead of physical comcheck.

Go to Configuration Client > Store Operations > Payment > MOP tab to configure 3	56
Expresscode MOP.	

MOP Currencies Fees Tax	c Rates	
Select MOP 001 - CASH	Name Express Code	Dele MOP Code 36 - EXPRESSCODE
002 - CHECK 003 - CREDIT 004 - DEBIT 005 - MAN CRED 006 - IN-HOUSE 007 - MAN DEBIT 008 - FOODSTAMP 009 - LOTTERY 010 - DRIVE OFF 011 - COUPON 012 - MOBILE 013 - Com Check 014 - Express Code 015 - Fleet Chek 016 017 018 019 020	Minimum Amount 0.00 Limit 0.00 Tender Code generic Options Force Safe Drop Tender Amount Required Allow Zero Entry Allow Refund Allow Safe Drop Force Ticket Print	17 - LOTTERY 18 - IN_HOUSE 19 - PUMP_TEST 20 - EBT_FS 21 - EBT 22 - MANUAL_EBT_CB 23 - ECHECK 24 - STORED_VAL_CARD 25 - MANUAL_ENTRY 26 - FORCE_POST 27 - POST_ENTRY 28 - MOBILE 29 - UNATTENDED_REFUND 30 - NON_TAX_COUPON 31 - FUEL_VOUCHER 32 - TAX_EXEMPT_VOUCHER 33 - FLEET_CHECK 34 - EXTERNAL_PAYMENT 35 - COMCHECK

#### Assign Com Check and Express Code MOPs to Soft Keys

- 1. Go to Configuration Client > Store Operations > Touch Screen > Panel Configuration.
- 2. Go to the Item Panel of the screen you want to add the button.



Security Initial Setup	Store Operations	Promos and Disc	ounts	Forecourt	Devices	Payment C	ontroller R
Touch Screen	C Payment Merchandise Restrictions		nfig	uration			
Select Item Panel	PLUs Sales Menu Keys Register Touch Screen	•	Panel (	Configuration		Add [	Delete Duplicate
pan1	Self-checkout House Account/ Pay Group Price Change	IN/ Pay OUT	Screen Registe ems	Configuration r Configuratior		Preview	
	Fiscal Receipt Charity Donations Close Lane		ther De	partment		Other Departme	
			-1				
					Add	ltem Delete	Item
	Preview/edit						

- 3. Click Add Item.
- 4. Choose type as MOP.
- 5. Choose the Item as **Com Chek** or **Expresscode**.

Security	Initial Setup	Store Operations	Promos a	nd Discounts	Forecourt	Devices	Payment Controller	Reporting	Tools	Help	Log Out
Touch	Date & Tim Registration	Configuratio	on : Pan	el Config	juration		Save	Cancel			
Item Pane	els Parked M	enu Panels   Fuel F	anels								
							De	lete			
Select	Item Panel	N	lame Fun&M	OP			Add Duplicate				
Items Funð	s MOP	^	-Included It	ems							
			Туре	Items			Preview				
			МОР	CASH			CASH				
			MOP	Expres	3 Code		Com Chek				
			МОР	Com C	neck		Express Code				
			MOP	Fleet C	hek		Fleet Chek				
						Add	Item Delete Item				
		Preview/edit									
				7 - 1		_					



## 3 USING COMMERCIAL FLEET CARDS

The following are the commercial fleet functions:

- "Commercial Fleet Prepay Fuel Transaction" on page 27
- "DCR Sale Using a Commercial Fleet Card" on page 35
- "Fuel Sale With Fuel Limits, Category Limits and Transaction Limits" on page 35
- "Electronic Void Refund Transaction" on page 40
- "Fleet Check Transaction" on page 45
- "Split Tender Transaction With Fleet Check" on page 47
- "Over Run Auto Settle Process" on page 49
- "Postpay Fuel Sale" on page 51
- "Receipt Reprint Advanced Options" on page 54
- "Using Comdata Cards" on page 55



The Pre-Authorization Request is used to verify whether the actual transaction can be successfully completed before the payment is tendered.

## **Commercial Fleet Prepay Fuel Transaction**

#### **Pre-authorization**

Commercial fleet prepay transactions differ from the normal prepay transactions as the commercial fleet prepay transactions are zero dollar transactions and selection of grades are compulsory before pre-authorization.

- 1. Trigger Commercial Fleet Prepay transactions by one of the following methods:
  - The Comm Fleet Prepay soft key



Main						
<b>∎</b> ) <sup>1</sup>	<b>₽</b> ) <sup>2</sup>	<b>₽</b> } <sup>3</sup>	₽) 4	∎) 5	<b>-</b> }	
8						
PC100	car wash	CASH	Electronic Void	Paper-ch	CommFleet Prepay	Total
PC205	Lottery Sales Wi	CREDIT				
PC100	PC125	PC112				

• Click the Pump icon and then the **Comm Fleet Prepay** button on the express panel in the pump icon on POS.





Pump 1: Idl	Pump 1: Idle >									
Current Sold	Tractor 1.600 G @ ( REF	0.900 \$/G		CREDIT <b>\$ 1.44</b>						
	2.050 G @ 1	2.050 G @ 1.800 \$/G \$3.69								
Stacked Sold	Tractor 4.989 G @ ( REE	Tractor 4.989 G @ 0.900 \$/G								
	2.139 G @ 1		\$ 3.85							
Prepay	\$10	\$20	\$30	\$40						
\$50	Rest In Ga	Comm Fleet Prepay								
Approve / Restart	Clear Reserve	Preset	Reprint	Move Prepay						
Watch Pump	tch Pump									
				an de la companya de						

2. Select the grades to be fueled and click **Confirm**.

As commercial fleet prepay transactions are zero dollar transactions, the Fuel Grade Currency Limit is set from **Config Client > Forecourt > Fuel > Fuel Config > Fueling Positions** in the **Fuel Limit Settings** section.

Also, the host can set the limit. The limit that becomes applicable is the lower of the two. The host can also put a restriction on which fuel can be bought with a particular commercial fleet card. The fuel the host rejects will not be shown to the user to fuel even if the user selects the fuel.

Ready	WELCOME TO EXXONMOBIL INSERT CARD OR	Report Available			02:58 PM /	Thursday, F Reg102 (	eb 04, 2021 CORPORATE
	Fuel Produ Multiple items may be selected, if available. Touc Select Fuel Prod	<b>Cts</b> h the item(s), then Confirm to procee <b>uct(s)</b>	×	Due	Approve	Fuel	Error
	1. Tractor						
	2. REF						
	3. DEF						
	4. CNG						
	5. LPG						
	6. DIESL						
## \$\$	Неір	Confirm		si	now Fuel		ancel



3. Follow PIN pad instructions for preauthrization.



4. If the card is configured to give cash advance, the cash advance prompt appears for selection.

There are three ways the cash advance limit is set:

1) Using the cashback amount feilds in Cashback Prompt Amounts section from config client > EPS Configuration > Buypass Configuration >

2) From the host that comes during the pre-authorization response3) From the DCT table.

Out of these three, the cash advance that appears to the customer is the lowest one. Cash advance is only given after fueling.



5. Enter cash advance required.





6. Select **YES** if additional products other than fuel are required for purchase. The host determines based on a particular fleet card what are the merchandise that can be bought and the amount that can be used to buy each category of products. This information comes as a card pre-authorization response from the host. During completion of the transaction, If the product selected is not allowed by the host, an error message is shown. Error messages are also shown if the product amount limit is crossed and if the transaction amount limit is crossed.




7. Click OK on the **Approved** response from the host.



## Completing the transaction

If the customer has not opted for cash advance and/or additional products during preauthorization, sale is completed at the DCR.



If the customer has opted for cash advance and/or additional products during preauthorization, after fueling, the sale comes due inside. Select the pump to recall the transaction.



8. Add the additional products and complete the sale. A prompt appears asking if the customer wants the cash advance applied during pre-authorization. Click Yes or No to complete the sale.





## Sample Receipts

Pre-Authorization Receipt

Verif	Fone Gold Disk FL	
***PRE-AU1	THORIZED RECEIPT	***
Description	Qty	Amount
PRE-AUTH CR # Products: 1 F	#04 Fractor REF	490.00
	- Subtotal TOTAL Cash Back PREAUTH \$	490.00 490.00 10.00 500.00
PREPAY Receipt 6TCHF:TCH Fuel Acct/Card #: *** Entry: Swiped Auth #: 123628 Resp Code: 000 Stan: 000722034 Invoice #: 1275	USD\$500.00 **************011	0
MERCHANT COPY		



#### **Sales Receipt**

Veri	WELCOME TO OUR STORE 99999 Fone Gold Disk FL	
Description	Qty	Amount
Tractor CR #	04 6.222L	5.60
REF CR #04 SELF @ 1.	2.778L 800/ L	5.00
	Subtotal TOTAL Cash Back CREDIT Change	10.60 10.60 10.00 \$ 20.60 \$ -10.00
6TCHF:TCH Fuel Acct/Card #: ** Entry: Swiped Auth #: 123628 Resp Code: 000 Stan: 000722045 Invoice #: 1297 MERCHANT COPY	USD\$20.60 ********************************	110
SIGNATURE I agree to pay on this receipt	the amount stat	ed
by ca	rd type Tractor	~
YOU RECEIVED FOR	\$0.10 / LITRE 6.222 LITRES	DISCOUNT
by	card type REF	
YOU RECEIVED FOR	\$0.20 / LITRE 2.778 LITRES	DISCOUNT
ST#AB123 TI CSH: 1	LL XXXX DR#1 TF 2/4/21	XAN#1020008 3:57:49 PM

## DCR Sale Using a Commercial Fleet Card

If the DCR does not have alphanumeric capability or if the DCR has alphanumeric capability but is not enabled for alphanumeric input, the customer will be send inside for entering details at the prompt.

# Fuel Sale With Fuel Limits, Category Limits and Transaction Limits

The host determines based on a certain card what are the merchandise that can be bought and the amount that can be used to buy each category of products. This information comes through the card pre-authorization response from the host.



## **NGFC Fleet Cards**

• If the product selected is not allowed by the host, an error message is shown to the customer.



• If the product limit is crossed, an error message is shown to the customer.





• If the entire amount in the transaction crosses the transaction limit, an error message is shown to the customer.



• Multigrade transaction should be pre-authorized or completed with only a network MOP, if any other a MOP is selected, an error message is shown to the customer.





## Comdata Cards Error Messages

• Purchase Limit Exceeds Host Limit

				Rej MA	port Available IL AVAILABLE		04	:15 PM / Tuesda Reg1	ay, Oct 03, 2023 01 CORPORATE
Description	Qty	Amount							
ANTI FREEZE		250.00	Comdata						
				EDIT 2	<b>C</b> \ 3	<b>~</b> 4	₽} 5	<b>-</b> }	
			M Max OIL	\$20.00 for Ant	i-Freeze		CHIPS	ICE	BEVERAGE
			Refu				DEBIT	CASH	Com Check
			Expre Cod						
Subtotal Tax TOTAL		\$250.00 \$0.00 \$250.00							
Amount Due		\$250.00							
<b>嘂 </b> 徐(	F	Price Check	Help	Susp Trans	Void Line	Void Ticket		Show Fuel	Error Correct

• Wrong Card Used For E-void

Motor Oil	1 -10.00	SCRREN1					
				<b>Credit</b> E1113; No	REFUND ALLOWED		
		Car Wash	Motor Oil			CIGAR	ICE(401)
		CASH	COMCHECK			Other MOP	Refund
		Total	Gift Card Act	_	CASH	dditive	Fuel Prepay
		Fuel Preset	MANUAL FUEL DEP	Soap			
Subtotal Tax TOTAL	\$-10.00 \$0.00 \$-10.00						
Amount Due	\$-10.00						
<b>====</b> ①	Price Check	Hel	p	Susp Trans	Void Line	Void Ticket	



• E-void Prepay Transaction

DIESL CR #01 2.230	-2.50	SCRREN1						Due	Approve	Fuel	Error ,
SELF @ -1.121 / G		<b>□</b> } 1		INVALID 1 DECLINEE	TRANSACTION D						
		Car Wash	Motor Oil			CIGAR	ICE(401)				
		CASH	COMCHECK			Other MOP	Refund				
		Total	Gift Card Act		CASH	dditive	Fuel Prepay				
		Fuel Preset	MANUAL FUEL DEP	Soap							
Subtotal Tax TOTAL	\$-2.50 \$0.00 \$-2.50										
Amount Due	\$-2.50										
iiii tộ ()	Price Check	Hel	p	Susp Trans	Void Line	Void Ticket		s	how Fuel	Erro	r Correct

Comdata and Non-Comdata Merchandise Mix at Commercial/Blended Sites

				M# Pri	AL AVAILABLE	eport	04	:30 PM / Tuesd Reg1	ay, Oct 03, 2023 101 CORPORATE
Description	Qty	Amount							
ANTI FREEZE	1	7.00	Comdata						
ICE	1	6.00	<b>-</b> } <sup>1</sup>	<b>₽</b> ) <sup>2</sup>	<b>₽</b> } <sup>3</sup>	<b>-</b> }	<b>_}</b> ) ⁵	<b>-}</b> ) <sup>6</sup>	<b>-</b> } <sup>7</sup>
			M OIL	C WASH	ANTI FREEZE	TIRES	CHIPS	ICE	BEVERAGE
			Refund	Electronic Void	Total				n :k
			Express Code	Fleet Chek		PLEASE I	REMOVE		
						FROM SE	LECTED ITEMS.		
Subtotal		\$13.00							
TOTAL		\$13.00							
Amount Due		\$13.00							
88	∱ F	Price Check	Help	Susp Trans	Void Line	Void Ticket		Show Fue	Error Correct



Description	Qty	Amount	CODENI						Dur		Fuel	
DIESL CA #01	0.281	2.00	SCRRENT						Due	Approve	Fuel	Error
SELF (@ 7.111 / 0	1	0.07	1 2:00			- ()						
NOII-COIII(400)		9.97			PLEASE REMOVE N FROM SELECTED IT	on-Com(400) 'EMS.		_				
			Car Wash	Motor Oil	DECLINED			ICE(401)				
			CASH	COMCHECK				Refund				
			Total	Gift Card Act				Fuel Prepay				
			Fuel Preset	MANUAL FUEL DEP								
Subtotal		\$11.97										
TOTAL		\$0.00 \$11.97										
Amount Due		\$11.97										
=== {ô} ↑		Price Check	Hel	p	Susp Trans	Void Line	Void Ticket		si	now Fuel	Erro	r Correct

#### • Fuel Post Pay and Non-Comdata Merchandise

## **Electronic Void Refund Transaction**

The Electronic Void functions is used to void a commercial fleet transaction. When someone accidentally fuels one or more grade/s in a multi-grade fuel transaction instead of the owner of the preauth card, the cashier refunds the entire transaction using Electronic Void function to the card that was used during pre-auth. To perform an electronic void transaction, both the customers should be with the cashier. The cashier initiates a manual fuel department sale to the respective people who pumped the fuel.



#### 1. Click **Electronic Void**.

Ready			TAP CARD OR SWIPE CARD		Report Available POP Comm Err Reg102						01:48 P	M / Friday, F Reg102 (	eb 12, 2021 CORPORATE
Description	Qty	Amount	Main							Due	Approve	Fuel	Error
			<b>₽</b> ₹ 1	₽ <b>)</b> 2									
			PC100	car wash	CASH	Electronic Void	Paper-ch	CommFleet Prepay	Total				
			PC205	Lottery Sales Wi	CREDIT								
			PC100	PC125	PC112								

2. From the list of Commercial Fleet transactions, select the transaction to void. The list can be further filtered by selecting **Advance Options**.

Ready	WELCOME TO EX INSERT CARD OR	XONMOBIL	Report Available POP Comm Err Reg102			01:53 P	M / Friday, F Reg102 (	eb 12, 2021 CORPORATE
Touch to select/highlight/display or	r key entry# and <ef< th=""><th></th><th>or <initiate refund=""> to ini</initiate></th><th>tiate electronic void refund transaction.</th><th>Due</th><th>Approve</th><th>Fuel</th><th>Error</th></ef<>		or <initiate refund=""> to ini</initiate>	tiate electronic void refund transaction.	Due	Approve	Fuel	Error
Commercial Fleet Complete	d Transaction	# Date/Time Ticke	t# Type Amount FP#	Volume Details		1 1		
WELCOME TO OUR STORE		1. 2/10 15:37 1020031	I CREDIT 4.13 02					
99999 VeriFone Gold D FL	risk	2. 2/10 15:18 1020030	0 CREDIT 4.57 01					
Description Q	ty Amount	3. 2/10 14:03 102001	5 CREDIT 3.58 01					
REF CR #02 2.295 SELF @ 2.000/ L POP Discount	iL 4.59 -0.46	4. 2/10 14:00 901001	1 CREDIT 2.20 01					
Subtota TO Cash Bac CPED	L 4.13 DTAL 4.13 K 20.00 T \$ 24.13	5. 2/10 13:58 9010010	0 CREDIT 2.21 01					
Chang	ge \$ -20.00	6. 2/4 15:58 901000	6 CREDIT 7.16 01					
6TCHF:TCH Fuel USD\$24.13 Acct/Card #: ***********************************	***0110	7. 2/4 15:57 1020008	3 CREDIT 10.60 04					
Resp Code: 000 Stan: 000724007 Invoice #: 1494		8. 2/4 12:39 102000	5 CREDIT 3.61 07					
MERCHANT COPY		9. 2/3 17:23 1020004	4 CREDIT 24.88 01					
태태 🛟 🗍 Advanced Op	tions Hel	lp	Initiate Refund		SI	how Fuel	Disr	niss List



Rea	ady	TAP SWIF	CARD OR PE CARD	Report Ava POP Comm	ilable Err Reg102			01:57 P	M / Friday, I Reg102 (	Feb 12, 2021 CORPORATE
						×	Due	Approve	Fuel	Error
A	dvanced O	ptions - Multi Sel	lect Allowed							
	1. Hours									
	2. Date/Time	2								
	3. Fueling Po	sition #								
	8. Card Type									
	÷ د	Show List	Help	Init	iate Refund		S	now Fuel	с	ancel

3. Enter filter conditions and click Show List.

TAP CA SWIPE	RD OR CARD	Report Available POP Comm Err Reg102			02:02 P	M / Friday, I Reg102 (	eb 12, 2021 CORPORATE
Advanced Ontions Multi Cole	at Allowed		×	Due	Approve	Fuel	Error
Advanced Options - Multi Sele	ct Allowed						
1. Hours							
2. Date/Time							
3. Fueling Position #							
8. Card Type							
🛗 🔅 Show List	Help	Initiate Refund		S	how Fuel	C	ancel



4. Select the transaction to void from the filtered list and click Initiate Refund.

TAP ( SWIP	CARD OR E CARD	Report . POP Col	Available mm Err Reg102			02:04 P	M / Friday, F Reg102 C	eb 12, 2021 ORPORATE
Touch to select/highlight/display or key en	try# and <enter>,t</enter>		te Refund> to ini	tiate electronic void refund transaction	Due	Approve	Fuel	Error
FP#,CrdType	#	Date/Time Ticket# Type	Amount FP#	Volume Details		1 1		
WELCOME TO OUR STORE	1.	2/10 15:18 1020030 CREDIT	4.57 01					
99999 VeriFone Gold Disk FL	2.	2/10 14:03 1020015 CREDIT	3.58 01					
Description Qty	Amount 3.	2/10 14:00 9010011 CREDIT	2.20 01					
REF CR #01 2.540L SELF @ 2.000/ L POP Discount	5.08 -0.51 4.	2/10 13:58 9010010 CREDIT	2.21 01					
Subtotal TOTAL Cash Back CPEDIT \$	4.57 4.57 5. 20.00 24.57	2/4 15:58 9010006 CREDIT	7.16 01					
Change \$	-20.00 6.	2/3 17:23 1020004 CREDIT	24.88 01					
6TCHF:TCH Fuel USD\$24.57 Acct/Card #: ***********************************	7.	2/3 17:19 1020002 CREDIT	8.34 01					
Resp Code: 000 Stan: 000723998 Invoice #: 1481								
MERCHANT COPY								
태태 《았 ① Advanced Options	Help		nitiate Refund		s	how Fuel	Disn	niss List

5. The card that was used to complete the transaction should be used for initiating a refund.





#### Sample Receipt

WELCOME TO OUR STORE 99999 VeriFone Gold Disk FL										
REFUND										
Description Qty Amount										
R REF CR #01 2.540L -5.08										
POP Discount 0.51 Manual Fuel										
Subtotal -4.57 TOTAL -4.57 Cash Back -20.00 CREDIT \$ -24.57 Cashback Refund \$ 20.00										
6TCHF:TCH Fuel USD(\$24.57) Acct/Card #: *************0110 Entry: Swiped Auth #: 123628 Resp Code: 000 Stan: 000724574 Invoice #: 1535										
MERCHANT COPY										
ST#AB123 TILL XXXX DR#1 TRAN#1020032 CSH: 1 2/12/21 2:06:58 PM										



# **Fleet Check Transaction**

Customers can pay with fleet check and can cash fleet check.

1. Select Fleet Check.



2. Enter Amount





#### 3. Enter Money Code.



4. Enter Check Number.

Enter Check Numł	ber							×
1 2	3	4	5	6	7	8	9	0
Q W	E	R	Т	Y	U	I	0	Р
Α	S	D	F	G H	Η.	J	к	L
Shift	Z	X	С	V	В	Ν	м	Clear
# + =			Space			Ca	ncel	ОК

••• verifone

#### Sample Receipt

WE OU VeriFo	ELCOME TO IR STORE 99999 one Gold Disk FL	
Description	Qty 	Amount
F	Subtotal TOTAL Paper-check \$ Change \$	0.00 0.00 50.00 -50.00
CHECK Receipt Service Provider: Money Code: 44556 Check Number: 466 Auth #: 123628 Resp Code: 000 Stan: 000723910 Invoice #: 1420 AMOUNT \$50.00 ST#AB123 TILL CSH: 1	Money Code 6 7777GGG . XXXX DR#1 TR4 2/10/21 2	N#1020013 2:00:45 PM

# Split Tender Transaction With Fleet Check

Fleet check can be used in split tender transactions with cash.



#### Sample Receipt

WELCOME TO OUR STORE 99999 VeriFone Gold Disk FL											
***PREPAID RECEIPT***											
Description	Qty	Amount									
PREPAY CR #01 Product: REF		10.00									
Pa	Subtotal TOTAI CASH aper-check Change	10.00 10.00 \$ 5.00 \$ 10.00 \$ -5.00									
CHECK Receipt Service Provider: Money Code: Y666 Check Number: 7886 Auth #: 123628 Resp Code: 000 Stan: 000723950 Invoice #: 1436 AMOUNT \$10.00	Money Code 89										
ST#AB123 TILL CSH: 1	XXXX DR#1 7 2/10/21	RAN#1020023 L 2:12:54 PM									



## **Over Run Auto Settle Process**

To handle overrun, enable Auto Settle Overrun in **Store Operations > Sales > Sales Configuration**. The Overrun amount will be automatically settled with the non-network **Drive Off** MOP. The card will only be charged with the amount that the customer fueled.

Descriptio	n	Qty	Amount
Tror CR # SELF @	#01_2* 1.00	1.000L 0/ L	21.00
DEF CR #0 SELF @	01 10 2.00	0.495L 0/ L	20.99
Merc-1		1	15.00
		Тах	\$0.00
	CREE	TAL S	\$56.99 \$64 00
_ I	OVE	R RU	N\$2.00
	anany	je a	- 10.00



#### Sample Receipt

Welcome	To Our										
Sto	re										
Bangalore											
99999											
VeriFone Gold Disk											
FL											
Description	Otre		Amount								
Description	WLY		MOULIC								
Tractor CB #01	21 0001		21 00								
SELF 0 1 000/	т.										
DEF CE #01	10 4951		20.99								
SELF 0 2 000/	L		00.35								
Merc-1	~1		15.00								
s	ubtotal		56.99								
	TOTA	L	56.99								
Ca	sh Back		10.00								
	CREDIT	\$	64.99								
	VER RUN	\$	2.00								
	Change	\$	-10.00								
denaum marries a stan											
STCHF:TCH Fuel USD	564.99	-1 -0									
Acce/Card #:		0163									
Entry: Swiped											
Ruch #: 123628											
Stap: 007539951											
Tavaica #: 16699											
Invoice : 10005											
MERCHANT COPY											
SIGNATURE											
I agree to pay the a	mount st	ated									



# Postpay Fuel Sale

In a postpay fuel sale, the sale comes due inside after the customer dispenses fuel.



1. Select the pump to recall the transaction.

2. Swipe card to complete sale.





3. If a Commercial Fleet card is used to complete the sale, and if cash back is configured on the card, the user get a prompt asking if cash back amount is required.

Cash Advance up to \$4	•0.00?
NO	YES

4. On selecting **Yes**, another prompt appears asking the amount required.



••• verifone

#### Sample Receipt

WELCOME TO OUR STORE 99999 VeriFone Gold Disk FL	
Description   Qty   Amount     REF CR #01   2.540L   5.08     SELF @ 2.000/ L   -0.51     POP Discount   -0.51	
Subtotal 4.57 TOTAL 4.57 Cash Back 20.00 CREDIT \$ 24.57 Change \$ -20.00	
6TCHF:TCH Fuel USD\$24.57 Acct/Card #: **************0110 Entry: Swiped Auth #: 123628 Resp Code: 000 Stan: 000723998 Invoice #: 1481	
MERCHANT COPY	
SIGNATURE I agree to pay the amount stated on this receipt.	
by card type	
YOU RECEIVED \$0.20 / LITRE DISCOUNT FOR 2.540 LITRES	
ST#AB123   TILL XXXX DR#1 TRAN#1020030     CSH: 1   2/10/21 3:18:05 PM	



# **Receipt Reprint Advanced Options**

On the Reprint screen, click **Advanced Options** to filter and show receipts based on the filter options selected on the Advance Options screen.



Touch to select/highlight		key entr	y# and <e< th=""><th></th><th><enter> or <re< th=""><th>print&gt; to print receipt</th><th>×</th><th>Due</th><th>Approve</th><th>Fuel</th><th>Error</th></re<></enter></th></e<>		<enter> or <re< th=""><th>print&gt; to print receipt</th><th>×</th><th>Due</th><th>Approve</th><th>Fuel</th><th>Error</th></re<></enter>	print> to print receipt	×	Due	Approve	Fuel	Error
Preview / Reprint Transaction	1	#	Date/Tim	e Ticket# Type	Amount FP#	Volume Details					
WELCOME TO OUR STORE		1. 2	2/4 15:57	1020008 CREDIT	10.60 04						
99999 VeriFone Gold Disk FL			2/4 15:20	1020007 CREDIT	490.00 04						
Description Qty	Amount		2/4 15:04	1020006 CREDIT	500.00 01						
Tractor CR #04 6.222L SELF @ 0.900/ L REF CR #04 2.778L SELF @ 1.800/ L	5.60 5.00	4. :	2/4 12:39	1020005 CREDIT	3.61 07						
 Subtotal TOTAL Cash Back	10.60 10.60 10.00	5. 2	2/3 17:23	1020004 CREDIT	24.88 01						
CREDIT \$ Change \$	20.60	6. 3	2/3 17:20	1020003 CREDIT	480.00 01						
6TCHF:TCH Fuel USD\$20.60 Acct/Card #: *****************0110 Entry: Swiped			2/3 17:19	1020002 CREDIT	8.34 01						
Auth #: 123628 Resp Code: 000 Stan: 000722045 Invoice #: 1297		8. :	2/3 17:18	1020001 CREDIT	480.00 01						
MERCHANT COPY											
器器 铙 ① Advanced Options	Helţ	p			Reprint	Main		SI	now Fuel	Disr	niss List



Select the options based on which to reprint receipts.

Re	ady	TAP CAR SWIPE C	D OR ARD	Report /	Available				04:21 PM /	Thursday, F Reg102 (	eb 04, 2021 CORPORATE
							×	Due	Approve	Fuel	Error
4	Advanced Optio	ns - Multi Select	Allowed								
	1. Hours		9. Register #								
	2. Date/Time		10. Commercial Only								
	3. Fueling Positior	n #									
	4. Mop										
	5. Fuel Only										
	6. Fuel plus Merch	nandise									
	7. Merchandise Or	าไy									
	8. Card Type										
	¢;	Show List	Help		Reprint	Main		SI	now Fuel	c	ancel

# **Using Comdata Cards**

Most of the transactions using Comdata cards are similar to using Fleet cards other than the transactions using Comchek and Expresscode MOPs.



For all types of Comdata transactions, the **Unit Number** prompt is a mandatory prompt, which is a unique ID for each driver.

*Unit Number* field is optional only for Expresscode MOP transactions.

## Prepay Transaction with Comdata Cards

#### **Pre-Authorizing Sale**

To launch a prepay transaction using Comdata cards, the process is same till Step 3 in "Commercial Fleet Prepay Fuel Transaction" on page 27



1. After the customer swipes the comdata card, the customer is asked to enter the unit number.



2. Enter Driver ID (dynamic prompt from host)

Dynamic prompts can vary depending on the card used.

Some of the dynamic prompts are optional. Press OK without entering anything for skipping optional prompts.

If mandatory prompts are skipped thrice, then the transaction is declined.

There is no way other than through experience that a cashier or a customer would know which is an optional prompt.

Fiserv supports up to total of 8 prompts (both dynamic and system) in a single transaction



••

					MA Rej	IL AVAILAB port Availa	LE ble			12:16 PM	/ Tuesday, O Reg101 (	ct 03, 2023 ORPORATE
Description	Qty	Amount										
ANTI FREEZE	1	7.00	Comda	ta								_
		ENTER D	RIVER ID								×	7
											×	ERAGE
		1	2	3	4	5	6	7	8	9	0	om
		Q	w	E	R	Т	Y	U	I	0	Р	
			A	S	D	F	G I	н,	J I	к	L	
		Sh	ift	Z	х	С	۷	В	N	м	Clear	
		# +	· =			Space			Ca	ncel	ОК	
Subtotal		\$7.00										
Тах		\$0.00										
TOTAL		\$7.00										
Amount Due		\$7.00										
888 (Ş)	† Р ↓	rice Check	Help	Sus	o Trans	Void Lin	e Void	Ticket		Sł	now Fuel	Error Correct

- 3. The following are the other dynamic prompts from the host that can be shown during a transaction:
  - Enter Hubometer Reading
  - Enter Reeferhour Meter Reading
  - Enter Driver's License Number
  - Enter Purchase Order Number
  - Enter Trailer Hub Reading
  - Enter Trip number
  - Enter Trailer number
- 4. After the dynamic prompts, If the card is configured to give cash advance, the cash advance prompt appears for selection.

There are three ways the cash advance limit is set:

- Using the Cashback Amount field in Cashback Prompt Amounts section from **Configuration Client > EPS Configuration > Buypass Configuration**
- From the host response that comes during the pre-authorization request
- From the DCT table.

Out of these three, the cash advance that appears to the customer is the lowest one. Cash advance is only given after fueling.



				MAIL AVAILABLE Auto End of Day	Failed	12	2:34 PM / Tuesda Reg1	ay, Oct 03, 2023 01 CORPORATE
Description	Qty	Amount						
ANTI FREEZE		7.00	Comdata					
				2 / 3	× / 4	<u> </u>	/ °	/ '
			M Cash Advar	ice up to \$20.00?		CHIPS	ICE	BEVERAGE
			Refu			DEBIT	CASH	Com Check
			Expre Cod N	0 Y	′ES			
Subtotal Tax		\$7.00 \$0.00						
TOTAL		\$7.00						
Amount Due		\$7.00						
<b>嘂</b> 贷	¢ ₽	Price Check	Help Susp T	rans Void Line	Void Ticket		Show Fuel	Error Correct

5. Enter Cash Advance Amount

								1	2:34 PM / Tuesd Reg	ay, Oct 03, 2023 101 CORPORATE
Description	Qty	Amount								
ANTI FREEZE	1	7.00	Comdata	_				1		
			1 M	Enter Cash Advance Amount ×				5	6	/ '
			OIL	1	7	8	9		ICE	BEVERAGE
			Refund	Ele	4	5	6		CASH	Com Check
			Express							
			couc		1	2	3			
					00	0	Clear			
					Cancel	(	Ж			
Subtotal		\$7.00								
Тах		\$0.00								
TOTAL		\$7.00								
Amount Due		\$7.00								
<b>嘂 錼</b> (	Р	rice Check	Help	Susp	Trans Void	Line Voi	d Ticket		Show Fue	Error L Correct



#### Cash Advance Receipt



### Completing the transaction

If the customer has not opted for cash advance during pre-authorization, sale is completed at the DCR.

1. If the customer has opted for cash advance during pre-authorization, after fueling, the sale comes due inside. Select the pump to recall the transaction.





				MA	IL AVAILABLE		04	:00 PM / Tuesda Reg1	ay, Oct 03, 2023 101 CORPORATE
Description	Qty	y Amount							
PRE-AUTH CR	#0 0.000	0 495.00	Comdata						
DIESL			6	CREDIT	3	<b>→</b> 4	<b>-</b> }	<b>₽</b> } <sup>€</sup>	
			M OIL	Approved for \$500	.00 - DIESL		CHIPS	ICE	BEVERAGE
			Refur	FIESS ENTER/OR U	Continue		DEBIT	CASH	Com Check
			Expre Cod		ОК				
Subtotal Tax TOTAL Cash Back PREAUTH		\$495.00 \$0.00 \$495.00 \$5.00 \$500.00							
Amount Du	Ie	\$0.00							
<b>嘂 </b> 錜	<b>∻</b>	Price Check	Help	Susp Trans	Void Line	Void Ticket		Show Fuel	Error Correct

2. A prompt appears asking if the customer wants the cash advance applied during preauthorization. Click Yes or No to complete the sale.

				MAI	:06 PM / Tuesda Reg1	ay, Oct 03, 2023 101 CORPORATE			
Description	Qty A	mount							
DIESL CR #02 1	1.368	9.74	Comdata						
SELF @ 7.121 / G			6		3	<b>~</b> ` 4	<b>_</b> }1 5	<b>_</b> }	
				REDIT		×			
				oes the Customer dvance for \$5.00?	want their Cas	h	CHIPS	ICE	BEVERAGE
			Refur				DEBIT	CASH	Com Check
			Expre Cod	NO	YE	S			
Subtotal		\$9.74							
Tax TOTAL		\$0.00 \$9.74							
Cash Back PRFAUTH	\$	\$5.00 500.00							
Amount Due		\$9.74							
<b>1111</b>	Pric	e Check	Help	Susp Trans	Void Line	Void Ticket		Show Fuel	Error Correct



## Pre-Authorization Receipt

WELCOME TO OUR STORE 99999 VeriFone Gold Disk FL									
***PRE-AUTHORIZED RECEIPT***									
Description  PRE-AUTH CR #02 Product: DIESL	Qty 	Amount  495.00							
Subtotal 495.00 TOTAL 495.00 Cash Back 5.00 PREAUTH \$ 500.00									
PREPAY Receipt Comdata USD\$500.00 Acct/Card #: ******* Entry: Swiped Auth #: 234516 Resp Code: 000 Stan: 001347242 Invoice #: 8051 Unit #: TT678 MERCHANT COPY	****7615								

## Sales Completion Receipt

WELCOME TO   OUR STORE   99999   VeriFone Gold Disk   FL   Description Qty   Amount      DIESL CR #01 1.5496   SELF @ 7.121/ G   Subtotal 11.03   TOTAL 11.03   Cash Back 5.00   CREDIT \$ 16.03   Acct/Card #: ***********************************											
Description   Qty   Amount	WELCOME TO OUR STORE 99999 VeriFone Gold Disk FL										
Subtotal 11.03 TOTAL 11.03 Cash Back 5.00 CREDIT \$ 16.03 Change \$ -5.00 Comdata USD\$16.03 Acct/Card #: *********7615 Entry: Swiped Auth #: 123628 Resp Code: 000 Stan: 001347482 Invoice #: 8127 Unit #: 5R6U	Description Qty Amount  DIESL CR #01 1.549G 11.03 SELF @ 7.121/ G										
Comdata USD\$16.03 Acct/Card #: **********7615 Entry: Swiped Auth #: 123628 Resp Code: 000 Stan: 001347482 Invoice #: 8127 Unit #: 5R6U	Subtotal 11.03 TOTAL 11.03 Cash Back 5.00 CREDIT \$ 16.03 Change \$ -5.00										
MERCHANT COPY	Comdata USD\$16.03 Acct/Card #: ******* Entry: Swiped Auth #: 123628 Resp Code: 000 Stan: 001347482 Invoice #: 8127 Unit #: 5R6U MERCHANT COPY	*****7615									



# Transaction Using Comcheck MOP

1. Select Comcheck MOP soft key

			WELCOME TO EX INSERT TAP OR S	KONMOBIL MA	AIL AVAILABLE eport Available		03	3:14 PM / Tuesd Regʻ	ay, Oct 03, 2023 101 CORPORATE
Description	Qty	Amount							
ANTI FREEZE		7.00	Comdata						
			<b>•</b> }	<b>₽</b> } <sup>2</sup>	<b>₽</b> ) <sup>3</sup>	<b>-</b> ì	₽) 5	<b>•</b>	
			M OIL	C WASH	ANTI FREEZE	TIRES	CHIPS	ICE	BEVERAGE
			Refund	Electronic Void	Total	CREDIT	DEBIT	CASH	Com Check
			Express Code	Fleet Chek					
Subtotal		\$7.00							
Tax TOTAL		\$0.00 \$7.00							
Amount Due		\$7.00							
<b>嘂 錜</b>		Price Check	Help	Susp Trans	Void Line	Void Ticket		Show Fue	Error Correct

2. Enter Amount

		WELCOME TO EX	XONMOBIL MA SWIPE CARD	IL AV	AILABLE			05:35 PM	l / Thi	ursday, Sep 28, Reg101 CORPO	2023 RATE
Description											
TIRES											
					Enter Amou	nt		×			
					·	_	_	×			
					7	8		9			
					4	5		6			
					1	2		3	J.		
					00	0		Clear			
					Cancel		O	к			
Subtotal											
TOTAL											
Amount Due											
		Help							Show	/ Fuel Eri Cori	ror rect



#### 3. Enter Unit Number

					Auto	End of Di	ay Failed			11:52 AM ;	Tuesday, Oc Reg101 CC	t 03, 2023 ORPORATE
Description	Qty	Amount	Comdo									
TIRES		20.00	Comda	ta								_
		ENTER	INIT NUM	BER							×	7
											×	AGE
		1	2	3	4	5	6	7	8	9	0	n
		Q	w	E	R	Т	Y	U		0	Р	
			Α	S	D	F	G	Н	J	К	L	
		SI	nift	Z	Х	С	V	В	Ν	М	Clear	
		#	+ =			Spac	e			Cancel	ОК	
Subtotal Tax TOTAL		\$20.00 \$0.00 \$20.00										
Amount Due		\$20.00										
88	∱ F	Price Check	Help	Sus	o Trans	Void Lin	e Void	d Ticket		Sh	ow Fuel	Error Correct

4. Enter Comcheck Number

			MAIL AVAILABLE 11:53 AM / Tuesday, O Auto End of Day Failed Reg101 C							ct 03, 2023 CORPORATE		
Description	Qty	Amount										
TIRES		20.00	Con	ndata								
		Ente	r ComChec	k Number							×	7
											×	RAGE
			1	2 3	4	5	6	7	8	3 9	0	um Peck
		(	a v	V E	R	т	Y	U	I	0	Р	
			Α	S	D	F	G	Н	J	к	L	
			Shift	z	Х	С	۷	В	Ν	м	Clear	
			# + =			Spac	ce			Cancel	ОК	
Subtotal Tax TOTAL		\$20.00 \$0.00 \$20.00										
Amount Due		\$20.00										
<b>器</b> 灸	P	rice Checl	K He	lp Su	sp Trans	Void Li	ne Voi	id Ticket		SI	how Fuel	Error Correct



## **Comcheck Receipt**

WELCC OURS 999 VeriFone 1	DME TO STORE 999 Gold Disk FL	
Description	Qty	Amount
TIRES	1	20.00
	Subtotal	20.00
	TOTAL	20.00
Co	om Check \$	20.00
CHECK Receipt Service Provider: Co Unit #: 123ABC ComCheck Number: 601 Auth #: 123628 Resp Code: 000 Stan: 001221529 Invoice #: 7855 AMOUNT \$20.00	omCheck 11160283	
ST#AB123	DR#1 TRAN	#1010149
CSH: 1	9/28/23 5:	45:19 PM

## **Transaction Using Express Code MOP**

1. Select Expresscode soft key.





#### 2. Enter Amount

		MAIL A	05:25 PM / 1	/ Thursday, Sep 28, 2023 Reg101 CORPORATE		
			Enter Amoun	t	×	6 7
			·	_	×	BEVERAGE
			7	8	9	4 Com Check
			4	5	6	
			1	2	3	
			00	0	Clear	
			Cancel	o	К	
						J
						ow Fuel Error Correct

3. Enter **Payee's Name**. This is the only mandatory field for Expresscode transactions after the amount prompt till the entry of the express code. Put a comma between the first name and the last name.





4. Enter **Unit number**. Unit Number field is optional only for Expresscode transactions and mandatory for all the other Comdata transactions.



5. Enter Driver ID

			Loyalty ID	MAIL / Auto I	AVAILABLE End of Day Faile	ed	1.	2:07 PM / Tuesda Reg1	ay, Oct 03, 2023 01 CORPORATE
Descriptio	n C	Qty Amount							
M OIL		1 5.00	Comdata						
				ENTER DRIVER	ID	×	5	6	/ 1
			M OIL			×	HIPS	ICE	BEVERAGE
			Refund	7	8	9	EBIT	CASH	Com Check
			Express Code	4	5	6			
				1	2	3			
				00	0	Clear			
				Cancel	C	ж			
Subtotal		\$5.00							
Tax		\$0.00							
TOTAL		ŞJ.00							
Amount	Due	\$5.00							
	≩ ()	Price Check	Help	Susp Trans	Void Line	Void Ticket		Show Fuel	Error Correct



#### 6. Enter Trip Number

			Loya	lty ID	12:08 PM / Tuesday, Oct 03, 20 Reg101 CORPORA							ay, Oct 03, 2023 01 CORPORATE	
Description	Qty	Amount											
MOIL	1	5.0	00	Comdata									
	ENTER TRIP NUMBER										/ '		
											BEVERAGE		
		1	2	3	4	5	6	7	8	9	0	Com Check	
		Q	w	E	R	Т	Y	U	I	0	Р		
		4	Ą	S	D	F	G	н	J	К	L		
		Shi	ft	Z	Х	С	v	В	N	м	Clear		
	# + =					Spac		Ca	Cancel OK				
Subtotal		\$5.0	10										
Tax		\$0.0	0										
TOTAL		\$5.0	10										
Amount Due		\$5.0	0										
888 (S)	1	Price Che	ck	Help	Susp Trans Void Line Void Ticket					Show Fuel Erro Corre			

### 7. Enter **Express Code.** This a mandatory field.

		V	VELCOME <sup>-</sup> NSERT TAF	FO EXXON P OR SWIP	MOBIL E CARD		12:09 PM / Tuesday, Oct 03, 2023 Reg101 CORPORATE					
Description	Qty	Amount										
MOIL	1	5.00	Comdata									
		Enter Exp	Enter Express Code X									
		/rem										
		1	2	3	4	5	6	7	8	9	0	Com iheck
		Q	w	E	R	Т	Y	U	I	0	Р	
		/	<b>A</b> :	S	D	F (	G	н	J	К	L	
		Shi	ft	z	Х	С	v	В	N	м	Clear	
		# +	=			Space			с	ancel	ОК	
Subtotal Tax TOTAL		\$5.00 \$0.00 \$5.00										
Amount Due		\$5.00										
1111 1111 1111 11111 11111111111111111	P	rice Check	Help	Sı	ısp Trans	Void Lir	ne Vo	oid Ticket			Show Fuel	Error Correct


# Expresscode Receipt

OUR S 999 VeriFone	GTORE 999 Gold Disk	
'	·L	
Description	Qty	Amount
MOIL	1	5.00
S	Gubtotal TOTAL ess Code \$	5.00 5.00 5.00
CHECK Receipt Service Provider: Ex Unit #: 21013 Trip #: 31013	press Code	
Payee Name: QAONE,TE Express Code: *****	ST ********	
Auth #: 812123 Resp Code: 000 Stan: 001221473 Invoice #: 7847 AMOUNT \$5.00		
ST#AB123 CSH: 1	DR#1 TRAN 9/28/23 5:3	#1010147 31:40 PM





# **Terminal Summary Report**

The Terminal Summary Report contains separate sections for each of the transaction types that are supported.

It is available at Network Manager > EPS Network Report > Terminal Summary Report.

The EPS prompts for the terminal batch number. If zero is entered, the EPS prints the current open terminal batch.

• The Settlement Indicator as Funded in the report shows that it is a NGFC fleet card transaction.



• The Settlement Indicator as DirectBill in the report shows that it is a Comdata card transaction.



DO	ESTRON NOT Terminal Ba Termi	/ AFT IUST atch Detai nal Batch	ERU DISC IRepor	S E A R D t
	03/09/23 11 WORKSTA	1:56:39DLR ATION ID P	# 3159 0S001	58
	Acquir	er Batch	# 0	
Accoun Stan	t No. Se	Type Re attlement	f. # Indicati	Total or
556735	6026892497	MF OC	0004453	20.00
5567350	6026892497	CD 00	0004466	51.00
2464 5567367 2489	2201175112	CD 00	0004482	30.00
Settler	ment Indica	ator #Tran	ns Amou	nt
Direct	Bill	1	\$ 51	.00
TOTAL		1	\$ 51	.00
	Sales To Sales Ad, Batch To	otal just otal		101.00 0.00 101.00
	STRON	AFT	ERL	JSE

# **Report Details**

• TITLE: Terminal Day Summary Report.



- Workstation ID: Terminal Identification Number.
- DATE / TIME: Date and time the report printed.
- Location: Terminal batch number.
- **#TRAN**: Number of transactions.
- TOTAL: Total Amount for the transaction
- Site Total: Total transactions amount for the site.

# **Terminal Detail Report**

The Terminal Batch Detail Report contains separate sections for each of the transaction types that are supported. Under each section, details of individual transactions will be provided. It is available at **Network Manager > EPS Secure Network Report > Terminal Detail Report**.

The EPS prompts for the terminal batch number. If zero is entered, the EPS prints the current open terminal batch.

- The Settlement Indicator as Funded in the report shows that it is a NGFC fleet card transaction.
- The Settlement Indicator as DirectBill in the report shows that it is a Comdata card transaction.



#### **EPS Network Report** DESTROYAFTERUSE DONOTJUSTDISCARD Terminal Batch Detail Report Terminal Batch 1 12/10/20 14:35:10DLR # VP13007411001 WORKSTATION ID POS002 Acquirer Batch # 0 Account No. Type Ref. # Total Stan Settlement Indicator 5569460060400007 NG 00000056 1.93 3707 Funded 5569460060400007 NG 00000060 18.59 3709 Funded 7083051933394000110 W1 00000066 41.18 3713 Funded 7083051933394000110 W1 00000071 10.05 3718 Funded 7083051933394000110 W1 00000083 3.36 3754 Funded 7083051933394000110 W1 00000094 5.58 3761 Funded 7083051933394000110 W1 00000100 2.06 3769 Funded 5569460060400007 NG 00000106 14.08 3776 Funded 7083051933394000110 W1 00000159 3.94 4405 Funded 5569460060400007 NG 00000163 4.24 4410 Funded Settlement Indicator #Trans Amount Funded 10 \$ 105.01 TOTAL 10 \$ 105.01 Sales Total 105.01 Sales Adjust 0.00 Batch Total 105.01 DESTROYAFTERUSE DONOTJUSTDISCARD



	1				
EF	n Z	letwor	K I	Report	
	*** Pr	Terminal Ba DLR <b>#</b> VP1 inted: 01/C WORESTATIC	atch 8 130074 09/23 DN ID	Summary *** 411001 19:13:10 POSOO1	
Tern Tern	ninal ( ninal (	Terminal Batch Open: Batch Clse:	Bato 01/0 OPEN	ch 1 06/2023 04:34:4 N	9
LOCA	TION	#Tr	ans	TOTAL \$	
Work Work Work	static static static	on 001 on 101 on 102	37 64 19	211.66 497.84 119.39	
Site	Total		120	828.89	
ACO BAT	** Su # TRN	TOTAL DOLLARS	cquir BAL	rer Batch ** DIFFERENCE # DOLLAR	S
0	120	828.89	Y		
Settl	ement	Indicator	<b>#</b> ⊺ra	ans Amount	
Di rec Funde	tBill d		53 21	\$ 512.14 \$ 135.55	
TOTAL				\$ 647.69	
		-			

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## **Report Details**

- TITLE: Terminal Batch Detail Report.
- **TERM ID:** Terminal identification number.
- DATE / TIME: Date and time the report printed.
- Account Number
- Type: Type of Card
- Ref#
- Total
- Stan: Product or transaction type identifier.
- **Settlement Indicator:** Settlement indicator for Fleet cards will be referred as Funded.



# 5 TROUBLESHOOTING

The following are troubleshooting information for the Fleet Card feature.

- Pump authorization failure for multi-grade fuel transactions:
  - A. Go to Configuration Client > Initial Setup > System Properties
  - **B.** Increase the **partial.eot.wait** time from 1 to 2 or 3 seconds and retry the pump authorization.

System Properties

-System Property	include.cinit.activation.criteria = 'yes'	•
Name partial.eot.discount.wait	journalPrinter.enabled = 10	
Value 2	kn svc list = "	
Value 2	kp.svc.POS.CommID = '0'	
	kp.svc.POS.host = 'NONE'	
	lovalty.ppg.stack = 'yes'	
	mobile.feature.enabled = 'true'	
	mopayee.prompt = 'yes'	
	mopayee.swb = 'yes'	
	moptr.maxVendorPayment = '500.00'	
	mws.response.time = '10000'	
	naxml.config.pluHasCheckDigit = 'no'	
	partial eot discount wait = '2'	
	partial.eot.wait = '1'	
	puciose.iorcelogoucame.inMins = '2'	
	promotions.enableNaxmlDeal = 'yes'	
	receipt.enterprise.footer.alignment = 'LEFT'	
	receipt.enterprise.header.alignment = 'LEFT'	
	receipt.print.programName = 'no'	
	remote.server.hostname = 'hpv-20'	
	remote.server.logBuffer.size = '1024'	
	remote.server.openRetry = '3'	
	remote.server.port = '514'	
	remote.server.prefix = 'SC'	
	remote.server.socektTimeout.second = '60'	
	rsd.use i estHost = 'yes'	-

- Pump authorization failure for multi-grade fuel transactions with discounts.
  - A. Go to Configuration Client > Initial Setup > System Properties
  - **B.** Increase the **partial.eot.discount.wait** time from 2 to 3 or 4 seconds and retry the pump authorization.

System Properties

system Property-		include.cinit.activation.criteria = 'yes'	
Name Inartial ent disc	ount wait	journalPrinter.enabled = 'no'	
Name partial.eot.uisc	ount.wait	journalPrinter.port = '/dev/port4'	
Value 2		kp.svc.list = "	
		kp.svc.POS.CommID = '0'	
		kp.svc.POS.host = 'NONE'	
		loyalty.ppg.stack = 'yes'	
		mobile.feature.enabled = 'true'	
		mopayee.prompt = 'yes'	
		mopayee.swb = 'yes'	
		moptr.maxVendorPayment = '500.00'	
		mws.response.time = '10000'	
		hazmi config pluHasChockDigit - 'no'	
		partial.eot.discount.wait = '2'	
		partialeot.wait – T	
		pdclose.forcelogout.time.inMins = '2'	
		promotions.enableNaxmIDeal = 'yes'	
		receipt.enterprise.footer.alignment = 'LEFT'	
		receipt.enterprise.header.alignment = 'LEFT'	
		receipt.print.programName = 'no'	
		remote.server.hostname = 'hpv-20'	
		remote.server.logBuffer.size = '1024'	
		remote.server.openRetry = '3'	
		remote.server.port = '514'	
		remote.server.prefix = 'SC'	
		remote.server.socektTimeout.second = '60'	
		rsd.useTestHost = 'yes'	





# PDL & DCT Download

The following configurations are done from the POS after installing the feature for the first time.

# PDL Download

Perform a PDL Download to download cards tables and enable card types.

1. On POS select Network Menu from CSR Functions.

Ready	POP Comm Err Reg101 DCR #2: Poll Error	04:53 PM / Tuesday, Aug 03, 2021 Reg101 CORPORATE
		×
Main Menu		
1. Reporting Menu		
2. Network Menu		
3. Fuel Manager Menu		
4. Maintenance		
5. Configuration Manager		
неір	Clock In/Out Lo	g Out Show Fuel Return To Sales



2. Select EPS Network Functions from Network Menu.

Ready	POP Comm Err Reg101 DCR #2: Poll Error	04:56 PM / Tuesday, Aug 03, 2021 Reg101 CORPORATE
		×
Network Menu		
1. Pre-Authorization	10. Send Offline Transactions	
2. Card Balance Inquiry	11. EPS Network Manager Functi	
3. EPS Network Functions	12. EBT VOUCHER CLEAR	
4. EPS Network Reports	13. MOBILE REPORTS	
5. EPS Secure Reports		
6. Dealer Configuration		
8. Diagnostic Check Host Status		
9. Diagnostic Pop Init		
Help	Clock In/Out	Show Fuel Previous Menu



#### 3. Select Perform Table Load from EPS Network Functions Menu.

R	eady	WELCOME T SWIPE CARI	DCR #1: Poll Error D Receipt Printer Unavaila	ble	05:24 F	PM / Tuesday, Reg101	Aug 03, 2021 CORPORATE
	EPS Network Functions						×
	1. EPS Configuration		9. InComm Configuration	1	7. Initiate Trigger F	Pull	
	2. Port Configuration Report		10. Perform Mail Download	1	8. Network Mail		
	3. Perform Table Load		11. Table Functions				
	4. POP Configuration		12. Perform Loyalty Card Downlo				
	5. Cashback Configuration		13. Enable Login				
	6. Signature Capture Configu	rati	14. Disable Login				
	7. Fallback Configuration		15. Perform EMV CA Public Key Fi				
	8. Other Configuration		16. Print Mail				
	\$\$ \$	Help				Show Fuel	Previous Menu
Re	ady	WELCOME T SWIPE CAR	TO DCR #1: Poll Error D Receipt Printer Unava	ilable	05:2	6 PM / Tuesc Reg	lay, Aug 03, 2021 ;101 CORPORATE
Re	ady	WELCOME 1 SWIPE CAR	TO DCR #1: Poll Error D Receipt Printer Unava	ilable	05:2	26 PM / Tuesd Reg	lay, Aug 03, 202' 101 CORPORATE
Re	a <b>dy</b> EPS Network Functions	WELCOME 1 SWIPE CAR	TO DCR #1: Poll Error D Receipt Printer Unava	ilable	05:2	26 PM / Tuesc Reg	iay, Aug 03, 202' ;101 CORPORATE
Re	eady EPS Network Functions 1. EPS Configuration	WELCOME T	ro DCR #1: Poll Error D Receipt Printer Unava	ilable	05:2 7. Initiate Trigge	26 PM / Tuesc Reg r Pull	iay, Aug 03, 202 2101 CORPORATE
Re	eady EPS Network Functions 1. EPS Configuration 2. Port Configuration Report	WELCOME T	TO DCR #1: Poll Error D Receipt Printer Unava <b>Perform Table Load</b> Forwarding To EPS	ilable	05:2 7. Initiate Trigge 8. Network Mail	26 PM / Tuesc Reg	lay, Aug 03, 202 <sup>,</sup> 101 CORPORATE
Re	eady EPS Network Functions 1. EPS Configuration 2. Port Configuration Report 3. Perform Table Load	WELCOME T	ro DCR #1: Poll Error D Receipt Printer Unava	ilable	05:2 7. Initiate Trigge 8. Network Mail	26 PM / Tueso Reg	iay, Aug 03, 202 <sup>,</sup> 101 CORPORATE
Re	eady EPS Network Functions 1. EPS Configuration 2. Port Configuration Report 3. Perform Table Load 4. POP Configuration	WELCOME T	ro DCR #1: Poll Error D Receipt Printer Unava	PERF	05:2	26 PM / Tueso Reg er Pull	iay, Aug 03, 2021 101 CORPORATE
Re	eady EPS Network Functions 1. EPS Configuration 2. Port Configuration Report 3. Perform Table Load 4. POP Configuration 5. Cashback Configuration	WELCOME T	ro DCR #1: Poll Error D Receipt Printer Unava	PERF(	05:2	26 PM / Tueso Reg er Pull	iay, Aug 03, 202' tioi Corporate
Re	eady EPS Network Functions 1. EPS Configuration 2. Port Configuration Report 3. Perform Table Load 4. POP Configuration 5. Cashback Configuration 6. Signature Capture Configu	WELCOME T	ro DCR #1: Poll Error D Receipt Printer Unava	PERFC	05:2 2. Initiate Trigge 3. Network Mail	26 PM / Tuesc Reg	lay, Aug 03, 202 101 CORPORATE
Re	eady EPS Network Functions 1. EPS Configuration 2. Port Configuration Report 3. Perform Table Load 4. POP Configuration 5. Cashback Configuration 6. Signature Capture Configu 7. Fallback Configuration	WELCOME T	TO DCR #1: Poll Error D Receipt Printer Unava	PERFG	05:2 2. Initiate Trigge 3. Network Mail	26 PM / Tuesc Reg	Jay, Aug 03, 202 2101 CORPORATE
Re	eady EPS Network Functions 1. EPS Configuration 2. Port Configuration Report 3. Perform Table Load 4. POP Configuration 5. Cashback Configuration 6. Signature Capture Configu 7. Fallback Configuration 8. Other Configuration	WELCOME T	TO DCR #1: Poll Error Receipt Printer Unava	PERF	O5:2	26 PM / Tueso Reg	iay, Aug 03, 202 101 CORPORATE
Re	eady EPS Network Functions 1. EPS Configuration 2. Port Configuration Report 3. Perform Table Load 4. POP Configuration 5. Cashback Configuration 6. Signature Capture Configu 7. Fallback Configuration 8. Other Configuration	WELCOME T	TO DCR #1: Poll Error D Receipt Printer Unava	PERF(	O5:2	26 PM / Tueso Reg	lay, Aug 03, 202 101 CORPORATE



4. After a successful download, "**TBL Download Successful**" message appears on the register info area of the screen.



## **DCT** Download

Preform a DCT download to download card tables that provide more information on the dynamic prompts while using fleet/commercial cards.



#### 1. On POS select Network Menu from CSR Functions.

Ready	POP Comm Err Reg101 DCR #2: Poll Error	04:53 PM / Tuesday, Aug 03, 2021 Reg101 CORPORATE
Main Menu		×
1. Reporting Menu		
2. Network Menu		
3. Fuel Manager Menu		
4. Maintenance		
5. Configuration Manager		
Help	Clock In/Out	Log Out Show Fuel Return To Sales

#### 2. Select EPS Network Functions from Network Menu.

R	eady	POP Comm Err Reg101 DCR #2: Poll Error	04:56 PM / Tuesday, Aug 03, 2021 Reg101 CORPORATE
			×
	Network Menu		
	1. Pre-Authorization	10. Send Offline Transactions	
	2. Card Balance Inquiry	11. EPS Network Manager Functi	
	3. EPS Network Functions	12. EBT VOUCHER CLEAR	
	4. EPS Network Reports	13. MOBILE REPORTS	
	5. EPS Secure Reports		
	6. Dealer Configuration		
	8. Diagnostic Check Host Status		
	9. Diagnostic Pop Init		
	Help	Clock In/Out	Show Fuel Previous Menu



3. Select Table Functions from EPS Network Functions Menu.

Re	eady	WELCOME - SWIPE CAR	DCR #1: Poll Error Receipt Printer Unavailat	05:24 PM / Tuesd ble Reg	ay, Aug 03, 2021 101 CORPORATE
					×
	EPS Network Functions				
	1. EPS Configuration		9. InComm Configuration	17. Initiate Trigger Pull	
	2. Port Configuration Report		10. Perform Mail Download	18. Network Mail	
	3. Perform Table Load		11. Table Functions		
	4. POP Configuration		12. Perform Loyalty Card Downlo		
	5. Cashback Configuration		13. Enable Login		
	6. Signature Capture Configu	rati	14. Disable Login		
	7. Fallback Configuration		15. Perform EMV CA Public Key Fi		
	8. Other Configuration		16. Print Mail		
	i 🔅 🗘	Help		Show Fue	l Previous I Menu

4. Select Perform Card Table Load from Table Functions Menu.

Read	ly	WELCOME T SWIPE CARI	TO POP Comm Err Reg101 D DCR #2: Poll Error	05:28 PM / Tuesday, Aug 03, 2021 Reg101 CORPORATE
Tab	ble Functions			×
1. 1	Perform Card Table Load		9. Print Prompt Table	
2.	Perform Receipt Data Dow	nlo	10. Print Host Discount Table	
3.	Perform Host Discount Tal	ole	11. Print Receipt Data	
4.	Print BIN Table		12. Perform Mail Download	
5.1	Print Rules Table			
6.	Print Saf Table			
7.	Print Restriction Table			
8.	Print Products Table			
	<del>ن</del> ې (ئ	Help		Show Fuel Previous Menu





5. After a successful download, "**Table Download Success**" message appears on the register info area of the screen.

R	eady	WELCOME SWIPE CAR	TO D		UCCESS	05:32	PM / Tuesday, A Reg101 (	ug 03, 2021 CORPORATE
-								×
	Table Functions							
	1. Perform Card Table Load		9. Print Pro	ompt Table				
	2. Perform Receipt Data Dov	wnlo	10. Print H	ost Discount Table				
	3. Perform Host Discount Ta	ıble	11. Print Re	eceipt Data				
	4. Print BIN Table		12. Perforn	n Mail Download				
	5. Print Rules Table							
	6. Print Saf Table							
	7. Print Restriction Table							
	8. Print Products Table							
	ii tộ ↓	НеІр					Show Fuel	Previous Menu



# Configuring POS User Interface Using Config Client

How to configures buttons on the touch screen has changed. Instead of only having screens with buttons, the user can now configure panels within screens, and have as many item buttons as they want on the panels. The user can swipe to access the ones not displayed on screen.



Refer to Base 53 and Higher User Interface User Reference for more information on the new User Interface.

The touch screen configuration is divided into three parts:

- Panel Configuration
- Screen Configuration
- Register Configuration

Register: Each Register/POS can be configured to have one or more screens.

Screens - Each screen has a name and can be configured to have up to three panels. All screens appear as tabs on the register.

User Panel: The area within a screen with these panels is collectively referred to as User Panel.

## **Panel Configuration**

Go to **Store Operations > Touch Screen > Panel Configuration** to configure panels and to configure items assigned to panels.

Panels are of the following types:

- Item Panel
- Parked Menu Panel
- Fuel Panel

A screen can have multiple item panels. A screen can have only one fuel panel and one parked menu panel. Also, only one fuel panel and parked menu panel can be assigned to a POS register; but, these fuel panel and parked menu panels can be included in multiple screens on the register.



## **Item Panels**

Use Item Panels form to configure panels that have PLU, Department, MOP, Function or Menu Key items.

elect Item Panel	Name Eurotions	-	Add Duplicate
OrderMenu		5	Add Dupicate
Beverages	Included Iter	ms	
Snacks	Туре	Items	Preview
Discounts			
Fees	Function	Approve Fuel	Approve
Functions			
			Fuel
	Function	Fuel Preset	Preset
	Function	Not Used	
			Cift
	Function	Gift Card Activate	Card Act

# Touch Screen Configuration : Panel Configuration

- 1. Click Add.
- 2. Enter Name of the Item Panel.
- 3. Click Add Item.



4. Click Type and select the type of item from PLU, Department, MOP, Function or Menu Key and add the item.

Select Item Panel			Delete
dfdfd OrderMenu Beverages	Name Functions	ms	Add Duplicate
Snacks	Туре	Items	Preview
Discounts Fees		~	
0	PILL		
	120		
	Department		
	MOP		
	Function		Add Itom Doloto Itom
	Menu key		Add item Delete item

5. Click **Preview** to change item properties like line1, line2, background color and label color.

		_						
			Item Pro	perties				
		i	nactive				. 0	
		L	ine 1	[	LOYALTY			
		L	ine 2		REDEEM REC	2		
		- I.	abel Col	or	#000000			
		E	Backgrou	nd Color	#FFFFFF			
			Ŭ		Save	Cancel		
		L			Jave	Cancel		
Initial Setup Store Op	Snacks Previe	W		Item Properties				
Screen Config			Number of Rows	Item Type	Function •			
Is Parked Menu Panels				Function Line 1	Other Functions Other	NUTELLA     GO!		
				Line 2	Function	No Sala		
	Tax Exempt		Discount	Background Color	#FF6600	Foel Approve		
				Label Color Inactive		Percent Discount		
				W.	Other Function	Other Currency		
					Apply Can	cel Repeat Last		

6. Items can be moved in the panel by selecting the item and dragging and dropping to the desired position



- 7. Click Save.
- 8. Click on Preview/edit button to view the item panel on the POS screen for the selected item panel.

			🗆 Dele
Select Item Panel	Name OrderMen	u	Add Duplicate
OrderMenu Beverages	Included Iten	ns	
Grocery	Туре	Items	Preview
Discounts Fees ItemPanel_1 ItemPanel_2	Menu key	1-MENU-RULE	Ruby Menu 1
ItemPanel_3 ItemPanel_4	Menu key	ICE COFFEE	Ruby Menu 2
	Menu key	FOUNTAIN	Теа
	Menu key	FRUIT	Ruby Menu 4
	• J		

# Touch Screen Configuration : Panel Configuration

Item Panel Preview for Topaz/Ruby2 POS

Security Initial Setup Store Operation	ons Promos	Snacks Previ	ew						Jt
Touch Screen Configuration	tion : Par	Platform Top	az/Ruby2 ▼	Number of Rov	ws 9 🔻				
Item Panels Parked Menu Panels Fu	el Panels	Lay Redeem	ROCKY MT POPCORN	Banana	Jerky	YOGURT RAISINS	TIC TAC BIG PK	Reeses P B Cup	
		NUTELLA GO!	FR PIZZA CHEESE	AMER TENDERS	CHECK	CASH	CREDIT	Total	
OrderMenu Beverages	Name Snack	Fuel Prepay	Modify	Quantity	No Sale	Suspend	Price Override	Tax Exempt	
Snacks Grocery Discounts	Туре	Refund	Discount	Safe Drop	Other Function	Flash Report	Fuel	Fuel Approve	
Fees ItemPanel_1	PLU	Fuel Preset	Price Check	Stop Fuel	Recall	Void Ticket	Other MOP	Pay In	
ItemPanel_2 ItemPanel_3 ItemPanel_4	PLU	Clock In/Out	Other Dept	Percent Discount	Pay Out	Safe Loan	Safe Drop Cor	View Fuel	
		Move Fuel Point	Other Fuel Functions	Percent Discount	Amount Discount	Fuel Disc	Other Currency	Void Ticket	
	PLU	Allow FS	Rest In Gas	Manual POP Discount	AutoGen POP codes	Fuel Tax Exempt	Fuel Tax Add	POP Member Card	
	PLU	Next Dollor Amount	Repeat Last Item	Get Order	Place Order	Choose Pinpad	Fuel Discount	Convert Fuel MOP	
Preview/edit			6	-//	<<< >>	*		Close	

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Security Initial Setup Store Operation	is Promos	Snacks Previe	ew						ıt
Touch Screen Configurati	on : Par	Platform C18	•	Number of Rov	ws 9 🔻	C Utility Pane	el		
Item Panels Parked Menu Panels Fuel	Panels	Lay Redeem	ROCKY MT POPCORN	Banana	Jerky	YOGURT	TIC TAC BIG PK	Reeses P B Cup	
		NUTELLA GO!	FR PIZZA CHEESE	AMER TENDERS	СНЕСК	CASH	CREDIT	Total	
Select Item Panel	Name Snack	Fuel Prepay	Modify	Quantity	No Sale	Suspend	Price Override	Tax Exempt	
Snacks Grocery	Туре	Refund	Discount	Safe Drop	Other Function	Flash Report	Fuel	Fuel Approve	
Fees ItemPanel_1	PLU	Fuel Preset	Price Check	Stop Fuel	Recall	Void Ticket	Other MOP	Pay In	
ItemPanel_2 ItemPanel_3 ItemPanel_4	PLU	Clock In/Out	Other Dept	Percent Discount	Pay Out	Safe Loan	Safe Drop Cor	View Fuel	3
-		Move Fuel Point	Other Fuel Functions	Percent Discount	Amount Discount	Fuel Disc	Other Currency	Void Ticket	
	PLU	Allow FS	Rest In Gas	Manual POP Discount	AutoGen POP codes	Fuel Tax Exempt	Fuel Tax Add	POP Member Card	
	PLU	Next Dollor Amount	Repeat Last Item	Get Order	Place Order	Choose Pinpad	Fuel Discount	Convert Fuel MOP	
-					<<< >	»>			
Preview/edit								Close	
					_	-	1		
Status: Connected Site: CL120	IP: 1	192.168.31.11		~			manager: Sig	ned in since 03:39 /	M Copyright © 2020 VeriFone Inc.

#### Item Panel Preview for C18 POS With Utility Panel

Item Panel Preview for C18 Without Utility Panel

Security Initial Setup Store Op	Snacks Previ	ew										
Touch Screen Config	Platform C18	3 •	Number of Rov	vs 9 🔻	Utility Pane	a l						
Item Panels Parked Menu Panels	Lay Redeem	ROCKY MT POPCORN	Banana	Jerky	YOGURT RAISINS	TIC TAC BIG PK	Reeses P B Cup	NUTELLA GO!	FR PIZZA CHEESE	AMER TENDERS		
Select Item Panel	CHECK	CASH	CREDIT	Total	Fuel Prepay	Modify	Quantity	No Sale	Suspend	Price Override		
OrderMenu Beverages	Tax Exempt	Refund	Discount	Safe Drop	Other Function	Flash Report	Fuel	Fuel Approve	Fuel Preset	Price Check		
Snacks Grocery Discounts	Stop Fuel	Recall	Void Ticket	Other MOP	Pay In	Clock In/Out	Other Dept	Percent Discount	Pay Out	Safe Loan		
Fees ItemPanel_1	Safe Drop Cor	View Fuel	Move Fuel Point	Other Fuel Functions	Percent Discount	Amount Discount	Fuel Disc	Other Currency	Void Ticket	Allow FS		
ItemPanel_2 ItemPanel_3 ItemPanel_4	Rest In Gas	Manual POP Discount	AutoGen POP codes	Fuel Tax Exempt	Fuel Tax Add	POP Member Card	Next Dollor Amount	Repeat Last Item	Get Order	Place Order		
	Choose Pinpad	Fuel Discount	Convert Fuel MOP									
Preview/ed					~~	~ >>>					Close	ß
Status: Connected Site: CL120		IP: 192.168.3	11.11				manaç	ger: Signed in s	since 03:39 AM	1 (	Copyright © 2020 VeriFone Ir	10.

NOTE

Select an Item panel and click Duplicate to create a duplicate item panel from the existing item panels.



Panels Parked Menu Panel	s Fuel Panels		
Select Item Panel OrderMenu Beverages	Name OrderMen	u ns	Add Duplicate
Snacks Grocery	Туре	Items	Preview
Discounts Fees ItemPanel_1 ItemPanel_2	Menu key	1-MENU-RULE	Ruby Menu 1
ItemPanel_3 ItemPanel_4	Menu key	ICE COFFEE	Ruby Menu 2
	Menu key	FOUNTAIN	Теа
	Menu key	FRUIT	Ruby Menu 4
Preview/	edit		Add Item Delete Item
Duplicat	te Panel		
Choose	a Item Panel to dup	licate OrderMenu	<b>T</b>

## Parked Menu Panels

Use Parked Menu Panels form to configure Parked Menu. This feature displays each menu item on individual buttons of the parked menu panel so that a single touch adds the



item to the transaction. Refer to the **Menus** chapter in Commander Site Controller User Reference to see how different types of menus are configured.

m Panels Parked Menu Pan	els Fuel Panels	
elect Parked Menu Panel	Name Manu Chain	Del
Menu Chain Functions Multi-Select	Menu Properties Default Parked Menu MenuCh-4 (multisele Text Color #FFFFFF Background Color #0000FF	ec  Preview Text

- 1. Click Add.
- 2. Enter a name for the Parked Menu panel.
- 3. In Menu Properties, select a Default Parked Menu. Refer to the **Menus** chapter in Commander Site Controller User Reference to see how menus are configured.
- 4. Select the text color and the background color for the items in the panel.
- 5. Click Save.



Select a Parked Menu Panel and click Duplicate to create a duplicate parked menu panel from the existing parked menu panels.



## **Fuel Panels**

Use Fuel Panels form to configure fuel keys for the POS touch screen.

Item Panels Parked Menu Panels	Fuel Panels	
		Delete
Select Fuel Panel	Name FP1  Properties  Starting Fuel Point  Number Of Fuel Points  Fuel Point Assignments  Guidelines  9  1  1  1  1  1  1  1  1  1  1  1  1	Add Duplicate
•		

- 1. Click Add.
- 2. Enter a name for the Fuel Panel.
- 3. In Properties, specify the ID of the beginning fueling position and the number of fueling positions to be included in the fuel panel.
- 4. Click Save.



Select a Fuel panel and click Duplicate to create a duplicate Fuel Panel from the existing Fuel Panels.

## **Screen Configuration**

After the panels are created, create screens and assign panels to screens.

- There can be a maximum of three panels on a screen.
- A screen can have multiple item panels.
- A screen can have only one fuel and parked menu panels.
- A register can only have one fuel and parked menu panels.
- These fuel and parked menu panels can be included in multiple screens on the register.



POS screen configured with a Fuel, Item and Parked Menu panels.

			Del
elect Screen	Name Grocery		Add Duplicate
Grocery Snacks Beverages	Panel Assignment		
Drder Menu Discounts Fees	Fuel Panel	- 24	8.4
Functions	CONTRACTOR NO.	6- 84	Miller
	Item Panel   Grocery		
			-
	Parked Menu Panel 🔻		
	Move Up Move Down	Add Panel	Delete Panel

Touch Screen Configuration : Screen Configuration

POS Screen configured with three Item panels.

Security Initial Setup Store Operati	ons Promos and Discounts For	ecourt Devices	Payment Controller	Reporting	Tools Help	Log Out
Touch Screen Configura	tion : Screen Configu	ation				
			Dele	e		
Select Screen	ame Snacks Panel Assignment———————————————————————————————————		Add Duplicate			
Order Menu Discounts Fees Fuel Screen 8 Screen 9 screen1	Item Panel V Snacks					Ę
screen10 screen101 screen1012	Item Panel	enu,Beverages,Snack Is	s,Grocery,Disco			
	Item Panel   Beverage	es				
	Move Up Move Down	Add Pan	el Delete Panel			
itatus: Connected Site: CL120	IP: 192.168.31.11			manag	er: Signed in since	e 03:39 AM



1. To create a new screen, click Add.

Touch Screen Config	uration : Screen Configuration	Save Cancel
Select Screen Grocery Snacks Beverages Order Menu Discounts Fees Fuel Screen 8 Screen 9 0	Name Panel Assignment Move Up Move Down	Delete Add Duplicate Add Panel Delete Panel

- 2. Enter a name for the screen.
- 3. Click Add Panel.

Fouch Screen	Configuration : Screen Configuration	Save Cancel
Select Screen Grocery Snacks Beverages Order Menu Discounts Fees Fuel Screen 8 Screen 9 0	Name Add Panel Assignment Move Up Move Down Add Panel Delete	Save Cance Delete Duplicate
	~	

4. Select the panel to assign to the screen area.





Only one type of Fuel Panel and Parked Menu Panel is allowed per register and the assignment of Fuel Panel and Parked Menu Panel to the Register is done on the Register Configuration form.



5. Selecting Item Panel takes you to a screen to select the Item Panel from the list of Item panels. More than one item panel can be selected and those will be merged into a single panel.

Se	elect Item Panel(s)				
		1			
	Available		Selected		
2	OrderMenu		N	o items to show.	
	Beverages	>			
	Snacks	>>>			
	Grocery	-			
	Discounts				
	Fees	1			
	4		1		
				Ok	Cancel

6. Select a panel and click **Move Up** or **Move Down** to move the panel.

				Dele	te	
elect Screen Grocery <mark>Snacks</mark> Beverages	Name Snacks	nent		Add Duplicate		
Order Menu Discounts Fees Fuel Screen 8 Screen 9 screen 1	Item Panel	▼ Snacks				ſ
screen10 screen101 screen1012	Item Panel	▼ OrderMenu, unts,Fees	Beverages,Snacks,	Grocery,Disco		
	Item Panel	Beverages				
	Move Up	love Down	Add Panel	Delete Panel		



# **Register Configuration**

Use Register Configuration form to assign screens to register.

ect Register	Panel Selection	
egister Names C18 102 Default topaz 101	Fuel Panel FP1 Parked Menu Panel Parket Fixed Prepay Buttons \$10 \$20 \$30 \$	Fuel Options     Zoned Fuel Control     Allow One-touch Approval     Allow One-touch Claim
	Available	Selected
	Screen 8	Grocery
	Screen 9	> Snacks
		>>> Beverages
		Crder Menu
		Discounts
	бору	Fees

Touch Screen Configuration : Register Configuration

- 1. Select Register.
- 2. In Panel Selection section, select the Fuel panel and Parked Menu Panel.
- 3. From the **Available** section, add the screens you want on the register to the **Selected** section.

