Installation Guide

How to install your portable Bluetooth Terminal
Your Bluetooth Terminal Installation Guide

To begin your installation you will need:

✔ Your Merchant Number (also known as Customer Number, Merchant ID or MID). It is 8 digits long and you can find this on any correspondence we’ve sent you.

✔ Your terminal and power cable

✔ Ethernet and/or telephone line cables

✔ A spare plug socket

✔ A IP broadband or telephone connection

Example images

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Set up your terminal

Before starting your installation you need to set up your terminal.

Connect the terminal to the power socket.

Connect to your Ethernet (IP broadband) connection or telephone connection as shown.

IP-enabled portable terminal
Plug one end of the Ethernet cable into your router, the other into your base.

Standard telephone line
Plug one end of the telephone line into the wall socket, the other into your base.

Place the terminal on the base unit

Allow your terminal to charge for at least 2 hours, or until the battery icon shows it is fully charged, before continuing with the next steps.
Once fully charged connect your terminal to the base

The screen will light up once it is placed on the base and will display the following screen:

Enter your Merchant Number

Your Merchant Number (also known as Customer Number, Merchant ID or MID). It is 8 digits long, and you can find this on any correspondence we’ve sent you.

Confirm your connection method

The terminal will prompt you to select your connection method:

Local Network is for Ethernet or IP broadband connections
PPP is a standard telephone line connection

If you choose Local Network...

If Local Network is selected the terminal will prompt you to connect the Ethernet cable and press ENTER

If you choose PPP...

If PPP is selected you will be prompted to connect the telephone line and press ENTER

The terminal will prompt you to enter a prefix if required. It will also ask if you have call waiting or 1571.

Enter your Merchant Number

Your Merchant Number (also known as Customer Number, Merchant ID or MID). It is 8 digits long, and you can find this on any correspondence we’ve sent you.
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Update your terminal

Your terminal will automatically begin the installation and download all available updates. This can take up to a couple of minutes.

Do not interrupt this process

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Create your supervisor code

Create a unique 4-digit code.

It’s important you remember this as you will need it to complete certain functions e.g. refunds.

Create a 4-digit code and press the GREEN ENTER button to confirm. You will then be asked to confirm the code by entering it again.

All done

Congratulations – you can now start taking card payments!

✔ To start a sale transaction, simply enter the amount and follow the instructions

✔ For all other transactions, press the MENU button

Important: make sure your terminal is connected and powered on at all times so that any software and security updates can be received by your terminal, keeping it fully compliant with payment regulations.
Getting in touch

If you have any queries or issues, our UK-based Helpdesk is there for you 24/7 – every day of the year.

Just call us on: 0345 761 6263 – UK
1800 242 636 – ROI
20044687 – GIB

Stay supplied with tally rolls and accessories

Your terminal comes with a couple of tally rolls, so you can start accepting transactions straight away. However, we’d recommend you order some more as these may not last very long. You can order new rolls and other terminal accessories, online or by phone, from:

www.worldpay.com/uk/order-accessories or call:
0800 289 666 – UK
00800 9899 2000 – ROI
20044687 – GIB

Monday to Friday 8.30am – 5.30pm