

HyperWare® Restaurant Software

Dynamic Currency Conversion (DCC)

Quick Reference Guide

Optimum T4200 Series SPOS32, Version 3.3

DCC Credit Sale

Terminal Display	Action
Enter Card Number or Swipe Customer Card	Swipe/Insert the customer credit card into the card reader or manually enter the card number.
Enter Server Number	Enter server number, then press Enter .
Base Amount \$ 0.00	Enter amount of sale, then press Enter .
Tip Amount \$ 0.00	Enter tip amount, then press Enter or just press Enter and complete tip adjust later.
Total Correct? \$ 0.00	Press Yes/Enter to confirm, NO/Clear to change amount.
Enter PIN (This only applies if an EMV card is being used) \$ 0.00	Enter PIN on internal or attached PIN pad, then press Enter (This only applies if an EMV card is being used).
COMMS	Terminal dials host.
Response Approval 123456	Transaction is accepted and receipt is printed.
Press Any Key to Print Customer Copy	On the Merchant Copy, customer should mark the currency they wish to pay in with an X as well as any Tip amount indicated at the time of sale.

DCC Tip Adjust

Terminal Display	Action
Enter Card Number or Swipe Customer Card	Press Enter > Batch > Adjust .
Enter Invoice Number or press ENTER to view list	Enter Invoice Number found on the original receipt, or press ENTER for Invoice options.
Tip in Foreign Currency?	Select Enter for Yes or Clear for No .
Total Correct? YES/NO	Verify if total is correct, press Yes/Enter to confirm, NO/Clear to go back.
Did Customer Consent to DCC Participation?	Select Enter for Yes , if the customer wants to pay in foreign currency or Clear for No , if the customer wants to pay in the local currency.
Response Transaction Accepted	Transaction is accepted and tip is adjusted.

DCC Credit Refund

Terminal Display	Action
Enter Card Number or Swipe Customer Card	Press Enter > Transaction > Refund > Credit .
Swipe Customer Card	Swipe/Insert customer credit card into card reader or manually enter the card number.
Enter Server Number	Enter server number, then press Enter .
Is Amount on Receipt in Foreign Currency?	Select Enter for Yes or Clear for No . Note: For both options, always enter the Canadian amount of the sale.
Amount \$ 0.00	Enter amount of refund, then press Enter .
COMMS	Terminal dials host.
Response Approval 123456	Transaction is accepted and receipt is printed.

DCC Reports

Terminal Display	Action
Enter Card Number or Swipe Customer Card	Press Reports > DCC Rate . Prints Foreign Exchange Rates for all accepted Currencies. OR Press Reports > Foreign Currency . Prints both an Audit and Summary Report for all foreign card Transactions in the batch. OR Press Reports > Not Opt-In/Out . Prints all foreign card transactions that have not been opted-in or out of DCC.

Reprint

Terminal Display	Action
Enter Card Number or Swipe Customer Card	To Print last receipt: Press Function , enter the number 72 . OR To Print by invoice number: Press Function , enter 73 and then enter the Invoice Number.



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