

## • OMNI RESTAURANT

Sale	Refund	Refund	
Swipe card and	Scroll menu until desired option appears (e.g., ♥ on 3200, MORE on 396).	Press the REPRINT key.	
Choose type (Credit or Dabit):	Press: Refund	Select:	
or	Password: Enter	Last Receipt Any Receipt	
Press: Sale Enter Acct #	Swipe card and	Scroll hosts, Press: Next Prev	
and Enter Exp. Date (MMYY): Enter	Choose type (Credit or Debit):	Select host, Press: Select	
(Server ID Input or Login)	or Enter Acet #	Invoice Number: Enter	
Enter amounts (Base amount, tip, cash back, etc):	and Exp. Date (MMYY): Enter	printing	
Enter PIN Enter	Server ID Input or Login)	Settlement	
Print Cust Copy? Ves No	Enter amount: Enter	Press: Settlement	
	Enter PIN (For debit) Enter	Scroll hosts, Press: Next Prev	
Force	Print Cust Copy? Yes No	Select host, Press:	
Scroll menu until desired option appears (e.g., on 3200, MORE on 396).	Void		
Press: Force	Scroll menu until desired option appears (e.g., ↓ on 3200, MORE on 396).	Password: Enter	
Enter Acct # Enter and	Press: Void	Enter or confirm amounts.	
Exp. Date (MMYY): Enter	Scroll hosts, Press: Next Prev	(Communications Response) (Settlement Report Prints)	
(Server ID Input or Login)	Select host, Press: Select	(	
Enter amount: Enter	Void last trans? Yes No		
Auth Code: Enter	Retrieve by     Inv # Acct #		
Print Cust Copy? Yes No	Invoice #: Account #: Enter		
	(Transaction displays) Options are:		
	Yes No Next To confirm, press YES		
	Print Cust Copy? Yes No		



## • **OMNI** Retail

Sale		Refund		Refund		
Swipe card and		Scroll menu until de (e.g.,∳ on 3200,	sired option a MORE on 3	appears 396).	Press the REPRINT key.	
Choose type (Credit or Debit):	Card Type	Press:	Refu	nd	Select:	
or		Password:	Ente	er	Last Receipt	
Press: Enter Acct # and Exp. Date (MMYY):	Sale Enter Enter	Swipe card and Choose type (Credit or Debit):	Card	Туре	Scroll hosts, Press: Select host, Press:	Next     Prev       Select
(Clerk ID Inp Enter amounts (Base amount, cash back, etc):	put or Login) Enter	or Enter Acct # and Exp. Date (MMYY):	Ent	er	Invoice Number: printing	Enter
Enter PIN (for Debit)	Enter	(Clerk ID Inj	put or Logir	n)	Settle	ement
Print Cust Copy?	Yes No	Enter amount: Enter PIN (For debit)	Ente	er er	Press: Scroll hosts, Press:	Settlement Next Prev
For Scroll menu until des	sired option appears	Print Cust Copy?	Yes	No	Select host, Press:	Select
(e.g., on 3200, Press:	Force	Scroll menu until de (e.g.,♥ on 3200,	sired option a , MORE on 3	appears 396).	Password: (Terminal D	Enter
Enter Acct # and	Enter	Press:	Vo	oid	Enter or confirm an	nounts.
Exp. Date (MMYY):	Enter	Press:	Next	Prev	(Communicat (Settlement	tions Response) Report Prints)
(Clerk ID Inp	out or Login)	Press:	Sele	ect		
Enter amount:	Enter	Void last trans?	Yes	No		
Auth Code:	Enter	Retrieve by	Inv #	Acct #		
Print Cust Copy?	Yes No	Invoice #: Account #: (Transactic Optio Yes N	Ente m displays) ns are: No	er Next		
		To confirm, press Y	YES			
		Print Cust Copy?	Yes	No		

Phone Order	Reports	Batch Reviews	Tip Adjust	Reports
Scroll menu until desired option appears (e.g.) on 3200, MORE on 396).	Press the REPRINT key.	On the 3200, scroll menu until desired option appears	Press the TIP key.	Press the REPORTS key.
Press: Phone Order	Select report to print: (Totals and Detail options require host selection)	Press: Batch Review	Scroll hosts, Next Prev	Select reports to print: (Totals and Detail options required host selection)
Enter Acct # Enter and Exp. Date (MMYY): Enter	Totals     Detail     Server       Report     Report     Reports	Scroll hosts, Next Prev	Select host, Press: Select Password: Enter	Totals Report Report Report Report
(Clerk ID Input or Login)	TotalsDetailReportReport	Press: Select	Retrieve by	TotlsDetlUnadjReptReptRept
Enter amount: Enter	Note: Server Details can be printed or all servers or for	Password: Enter	Srvr Amt Acct Inv#	Serv Tbl IRS Report Report
Address Enter and/or ZIP Code Print Cust Copy? Yes No	a single server.	Retrieve by       Clrk     Amt     Acct     Inv#       (Transaction displays)	(Transaction displays) Select: Adj Next V Enter new tip amount. Adjusted	Note: The Server Detail, IRS, and Discount Tip reports can be printed for all servers or for a single server.
		Make Selection - Terminal Prompts:	above with ADJUST or NEXT.	
		Adj Prnt Void Next	Press CLEAR once to return to "Retrieve By" menu or twice to roturn to idla	
		Note: You may adjust Amount or Clerk ID.		
		Press CLEAR twice to return to Idle.	<b>Server Functions</b>	Batch Review
			Scroll menu until desired option appears (e.g.,♥ on 3200, MORE on 396).	Scroll menu until desired option appear (e.g., on 3200, MORE on 396).
			Press: Server Setup	Press: Batch Review
			Password: Enter	Scroll hosts, Next Prev
			LogonLogoffAddServerServerServer	Select host, Press: Select
			Modify Server Delete Server All Svrs	Password: Enter
			Note: Servers are either Added	Retrieve by
			and Deleted, or Logged On and Logged Off depending on how the terminal is configured.	Srvr Amt Acct Inv (Transaction displays)
				Make Selection - Terminal Prompts:
	Report key:			Adj Prnt Void Ne
	* = Trans. adjusted			Note: You may adjust Base Amount, Tip, or Server ID.
				Press CLEAR twice to return to idle

rts	Tab				
key.	Scroll menu until desired option ap (e.g.,♥ on 3200, MORE on 39	pears 6).			
ıt: tions ion)	Press: Tab				
I       Server Report         Unadj Rept         Discn Report         ail, IRS, and eports can be servers or for	Select: Open Close Del Tabs Tab Tab Account #: Enter (Transaction displays) Options are: Yes No N To confirm, press Yes.	Tab Rept			
	Note: On Open Tab: Swipe card, Enter server ID, Enter amount or accept default amount				
eview ed option appears ORE on 396). Batch	Note: On Close Tab: Enter server ID, Enter new base amount, Enter Zip	,			
Review					
Select					
Enter					
Acct Inv#					

Report key: m = Manually keyed \* = Trans. adjusted

Next