

Harbortouch Support: 800-632-1888
Shift4 Payments, Restaurant Manager, POSitouch, Future POS Support: 888-276-2108



Shift4 Valutec

PLEASE NOTE: Be sure to access the Shift4 Valutec app in order to operate the A80 terminal. The in-app password is the date entered DDMMYYYY.

CREDIT SALE

1. From application idle screen, tap **SALE**
2. Enter sale amount
3. Tap **CONFIRM**
4. Insert, swipe, tap card, or key-in card number
5. [Minimize keyboard*](#)
6. Tap **CONFIRM***
7. Enter expiration date*
8. Tap **CONFIRM***
9. [Select Card Present 1. Yes 2. No*](#)
10. Tap **OK***
11. [Enter numeric portion of Street Address*](#)
12. [Enter Zip Code*](#)
13. Tap **CONFIRM***
14. [Enter CVC2 code*](#)
15. Tap **CONFIRM***
16. Terminal communicates with HOST
17. Tear slip and enter **OK**

DEBIT SALE

1. From application idle screen, tap **DEBIT**
2. Tap **SALE**
3. Enter sale amount
4. Tap **CONFIRM**
5. Insert, swipe or tap card
6. Customer enters **PIN**
7. Terminal communicates with HOST
8. Tear slip and enter **OK**

CREDIT RETURN

1. From application idle screen, tap **RETURN**
2. Enter password
3. Tap **ENTER**
4. Enter return amount
5. Tap **CONFIRM**
6. Swipe card or key-in card number
7. [Minimize keyboard*](#)
8. Tap **CONFIRM***
9. [Enter expiration date*](#)
10. Tap **CONFIRM***
11. [Select Card Present 1. Yes 2. No*](#)
12. Tap **OK***
13. Terminal communicates with HOST
14. Tear slip and enter **OK**

CREDIT VOID

1. From application idle screen, tap **V/SALE**
2. Tap **ENTER**
3. Enter original transaction number
4. Tap **CONFIRM**
5. Review transaction information
6. Tap **CONFIRM**
7. Terminal communicates with HOST
8. Tear slip and enter **OK**

*Prompts for manual entries marked in blue.

DEBIT VOID

1. From application idle screen, tap **DEBIT**
2. Tap **V/SALE**
3. Enter password
4. Tap **ENTER**
5. Enter original transaction number
6. Tap **CONFIRM**
7. Review transaction information
8. Tap **CONFIRM**
9. Terminal communicates with HOST
10. Tear slip and enter **OK**

ENABLE DEBIT

1. From application idle screen, tap **FUNC**
2. Tap **Settings**
3. Enter password
4. Tap **ENTER**
5. Tap **Transaction Settings**
6. Tap **Debit**
7. Tap **toggle for EDC Support**
8. Tap < icon in upper left corner 3x to return to idle screen

ENABLE EXTERNAL PIN PAD

1. From application idle screen, tap **FUNC**
2. Tap **Settings**
3. Enter password
4. Tap **ENTER**
5. Tap **System Settings**
6. Tap **External Card Reader**
7. Select Auto
8. Tap pin pad settings
9. Select external pin pad
10. Tap < icon in upper left corner 3x to return to idle screen

TIP ADJUST (RESTAURANT ONLY)

1. From application idle screen, tap **FUNC**
2. Tap **TIP MENU**
3. Tap **SCROLL UNTIPPED** (or other desired method, then follow appropriate prompts)
4. Tap transaction you wish to tip
5. Review transaction information
6. Tap **ADJUST**
7. Enter tip amount
8. Tap **CONFIRM**
9. Repeat as needed

PRINT REPORT

1. From application idle screen, tap **FUNC**
2. Tap **REPORTS**
3. Enter password
4. Tap **ENTER**
5. Tap on desired report and follow prompts (tapping 'Default' will immediately print report while using current settings)

SETTLEMENT

1. From application idle screen, tap **FUNC**
2. Tap **BATCH**
3. Tap **BATCH CLOSE**
4. Terminal will print report

POWER ON

1. Press and hold red **POWER** button

POWER OFF

1. Press and hold red **POWER** button
2. Follow on-screen prompts

ENABLE WI-FI

1. Tap **Settings** in the bottom-right corner of Android home screen
2. Tap **Wi-Fi**
3. Tap on toggle in upper right corner to toggle Wi-Fi on/off
4. Select desired network
5. Enter network password (if prompted)
6. Tap **Connect**
7. Tap the circle button at the bottom to return to the Android home screen