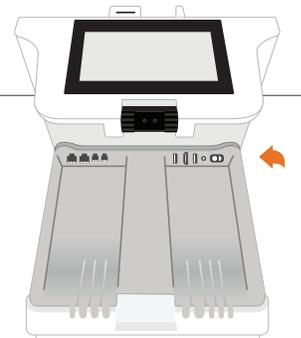


## Get started.

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### Back cover.

On the back of the terminal, there are multiple ports to add accessories and provide power to the device. From left to right: **Cash Drawer** to connect the cash drawer; RS232; **LAN A and LAN B** for bi-directional Ethernet connections using DSL or Cable; USB-Host; HDMI; USB-OTG; Audio Jack; **AC Power** to power up the terminal.



### Power up.

- 1 Remove the silver cover on the back of the terminal to reveal the charging port.
  - 2 Connect the AC charging cord into the power adapter and plug the semi-circle plug into the terminal charging port (labeled POWER).
  - 3 Plug the charging cord firmly into a power outlet.
  - 4 Place the cover back onto the terminal.
  - 5 Press and hold the power button located on the right side of the terminal.
- 

### Connect to Wi-Fi.

- 1 Tap on the Settings app icon from the terminal's home screen.
  - 2 Tap Wi-Fi and toggle Wi-Fi to on.
  - 3 Select your desired network, enter the password (if necessary), and tap Connect.
  - 4 You should see a Connected status on your selected network.
  - 5 Return to the terminal's home screen by tapping the Home icon.
- 

### Download the PayAnywhere app.

- 1 Tap the PAInstaller icon on the home screen.
  - 2 Tap the Install PayAnywhere button.
  - 3 Return to the home screen and tap the PayAnywhere app icon.
  - 4 Log in using the QR code provided in your Welcome email. Or, log in with the email address and password you used when creating your account.
- 

### Changing the paper roll.

- 1 Press the button next to the printer to pop the printer door open.
- 2 Insert the paper roll with the paper pulling from the back and out of the top of the printer. Pull about 2" of paper out and close the lid until snaps into place.



# Complete a sale.

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## Choosing a theme.

PayAnywhere's default Terminal theme works just like a traditional credit card terminal. For advanced features like inventory and open tabs, switch to the Retail theme. You can change your theme by navigating to **Settings → Theme**.

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## Terminal theme.

- 1 Enter a dollar amount on the New Sale screen.
  - 2 Your customer will insert an EMV chip card into the terminal. Or, you can select the desired payment method at the bottom of the screen.
  - 3 Your customer will sign and tip, if necessary.
  - 4 Allow your customer to choose a receipt by email, print, or SMS text.
- 

## Retail theme.

- 1 Add one or more items to your cart. Tap Charge to proceed to checkout, or tap Create Ticket to create an open ticket.
- 2 Your customer will insert an EMV chip card into the terminal. Or, you can select the desired payment method from the Checkout screen.
- 3 Your customer will sign and tip, if necessary.
- 4 Allow your customer to choose a receipt by email, print, or SMS text.

# Learn more.

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Email support.  
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Knowledge base.  
**payanywhere.com/faq**



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