

Setting up Moneris Including the Moneris Pinpad



The Moneris pin pad is designed for use with their payment processing service. This document explains how to set up CRE/RPE to use Moneris payment processing and how to set up the Moneris pin pad. Be sure that you have your merchant information or else this will not work. You can receive your information directly from Moneris.

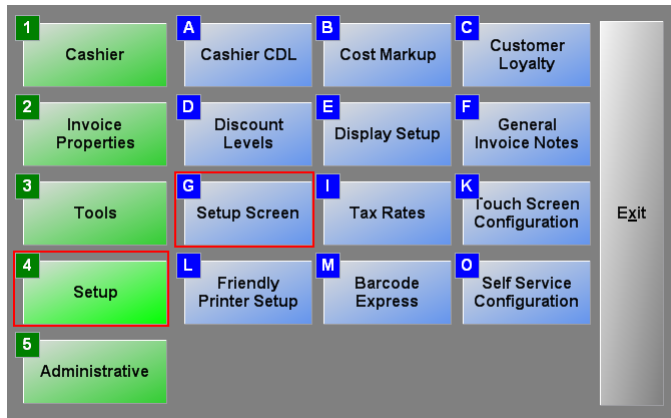
At the current time we only support the Moneris Pinpad using a serial connection.

Note: To use Moneris you must be using version 12.0 or above.

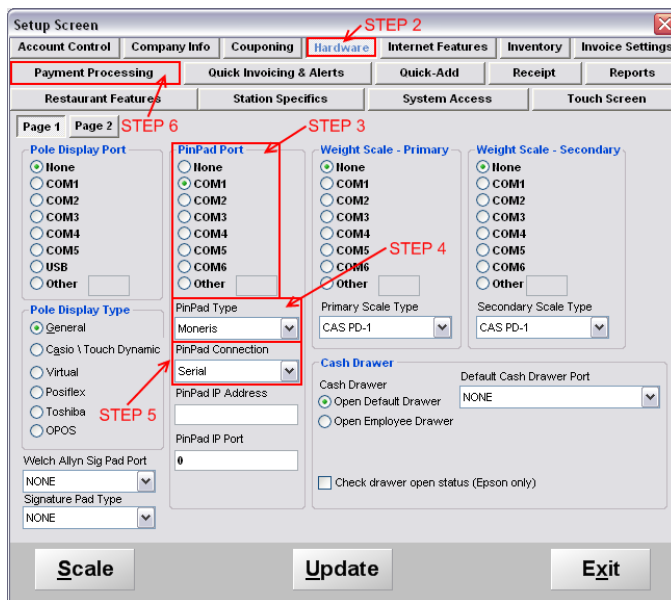
Setting up CRE/RPE to use a Moneris pin pad and Moneris payment processing

To begin using a Moneris pin pad and Moneris payment processing, start CRE/RPE, select **Manager**, provide the requested credentials, and follow these steps.

NOTE: IN ORDER FOR THE MONERIS PINPAD TO BE SETUP CORRECTLY THE PINPAD MUST BE PLUGGED INTO THE COMPUTER VIA SERIAL AND TURNED OFF (NO POWER PLUGGED IN).



1. Select **Setup** and then **Setup Screen**.



2. Select the **Hardware** tab.
3. Select the COM port that will be used by the pin pad.
4. Select **Moneris** as the “PinPad Type”.
5. Select **Serial** as the “PinPad Connection”.
6. Select the **Payment Processing** tab.

7. Select **Credit/Debit**.
8. Select **Moneris** as the “Payment Processor”.
9. The **Primary URL**, **Username (Store ID)** and, **Password (API Token)** will be supplied by **Moneris** on a VAR sheet.
Note: Both the Username (Store ID) and, Password (API Token) will be case sensitive.
10. Check **Require CVV2 for non-swiped CCs** if you would like to require a security code when no card is swiped.
11. **Process Debit Cards through this Credit Card Processor MUST** be checked.

Update

12. Select **Update**.

13. Exit completely out of CRE/RPE.

Connecting the pin pad to the computer

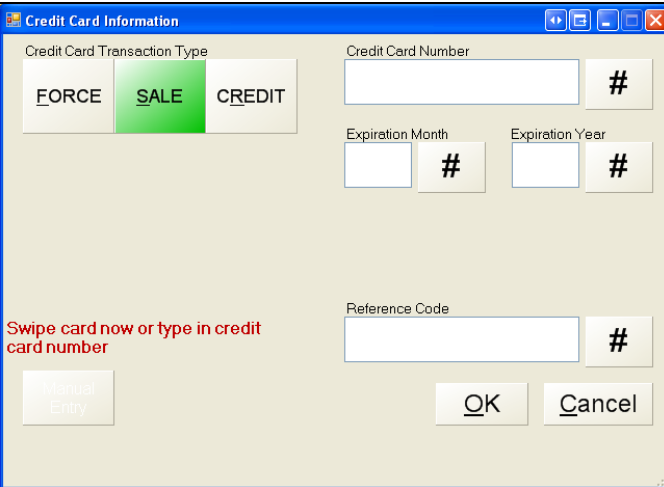
1. Connect the pinpad's power cable into the power outlet.



2. When the pin pad has finished booting up (it will display a screen similar to the one on the left).



3. At this point of the installation you will need to open CRE/RPE.
4. The pin pad will display **INITIALIZE, DONE**, and then **WELCOME/BONJOUR**. At this point, your pin pad is ready to be used!



5. At this point in the installation you should login and perform a test transaction to verify that you are able accept credit cards using this processor.