Countertop MX915/MX925 Quick Start Guide

Follow the steps in this guide to set up your device to work with your POS.



THE PLATFORM



BEFORE YOU BEGIN

the metal plate.

Find your Merchantware credentials. We sent these in an email with "Merchantware Credentials" in the subject line.

Make sure your internet connection is working correctly and that your router or switch has an available network port.

STEP 1: ATTACH THE UTILITY CABLE

- 1. Turn your device upside-down and place it on a flat, stable surface.
- 2. Firmly press the flexible tabs and push up to remove the communications module.









4. Attach the utility cable to the communications module, and fit the metal plate by sliding it into place.

3. Hold the communications module securely and slide out

5. Slide the communications module into your device until both flexible tabs click.

STEP 2: CONNECT YOUR DEVICE TO YOUR NETWORK

1. Insert one end of the Ethernet cable into an available port on your router or switch.







STEP 3: ATTACH THE POWER ADAPTER

- 1. Make sure that the communications module is firmly in place on your device.
- 2. Insert the 12V power adapter into the **+12VDC** port on the utility cable.
- 3. Plug the 12V power adapter into a power outlet. Your device will turn on.



STEP 4: CHECK THAT YOUR DEVICE IS READY TO USE

We've configured your device to receive a dynamic IP address by default. If you need to configure a static IP address, see the FAQs section.

IMPORTANT

Using objects other than the stylus to tap the screen may damage your device.

Check that your device connects to the internet:

- 1. From the home screen, use the keypad to press **000**.
- 2. Use the keypad to type the passcode, then press **Enter**. The default passcode is **9416557**.
- 3. Check that there is an address next to the **IP address** field.



Terminal status: OK

Update

4 сн

3 DEF

6 MNG

1. From the home screen, use the keypad to press **000**.

Run a gateway connection test:

2. Use the keypad to type the passcode, then press **Enter**. The default passcode is **9416557**.



Press the red X to exit

Passed

Passed

Passed

Transport:

Genius:

SFTP:

Test Again

Press the red X to exit



4. Check that all the tests have passed.

STEP 5: CONFIGURE YOUR POS

To configure your POS, you need:

- Your Merchantware credentials, including your:
 - Merchantware name
 - SiteID
 - Key
 - The IP address or host name of your device





NOTE:

If you do not have an available Ethernet port, your POS can share a network connection with your device. To allow your POS and your device to share an internet connection:

- Insert one end of the Ethernet cable into your POS.
- Insert the other end of the utility cable into an available Ethernet port on your multiport cable.

STEP 6: TEST A TRANSACTION

Run a test transaction on your POS to make sure it is correctly configured with your device.

- If the test transaction transfers successfully to the device, cancel the test transaction and start running live sales.
- X If the test transaction does not transfer successfully, contact our Support Team.

FAQS

How do I configure a static IP address?

- 1. From the home screen, press **000**.
- 2. Use the keypad to type the passcode, then press Enter. The default passcode is 9416557.
- 3. Tap **Network**.
- 4. Tap Configure.
- 5. Tap Static.
- 6. Use the keypad to type the static IP settings provided by your network administrator.
- 7. Tap **Save**.

NOTE:

IP addresses must be 12 digits in length. For IP addresses with a value less than 12 digits, you must use zeros to complete them. For example, to set a static IP address of 10.2.3.104, you need to enter 010.002.003.104.

Can my device display line items?

Yes, your device can display line items. Your POS provider must set this up when they integrate your POS with your device.

How can I find out more information about my device?

For more information about your device, visit our Help Center at **help.globalpaymentsintegrated.com** and search for "Countertop."

How do I contact the Support Team?

Before you contact the Support Team, gather the following information:

- Your business name and information
- Your Merchantware credentials
- Your POS make and version

Contact our Support Team at 888.249.3220.