

# HOW TO DOWNLOAD TERMINAL FILES & HOW TO MAKE FILE CHANGES AT THE TERMINAL LEVEL

## Verifone vx520

### FILE DOWNLOAD

- After plugging the Ethernet cord into the bottom, middle port, marked ETH and powering up the terminal, choose the F3 button to activate the app.
- Press F2 & F4 at the same time.
- Enter the download password: **1 Alpha Alpha 66831**.
- Choose the far left purple button and choose 1 for MEMORY FUNCTIONS.
- Choose 3 for CLEAR MEM.
- At the Group ID: 1 screen, Hit Enter.
- Enter the download password: 1 Alpha Alpha 66831.
- Choose the far left purple button, and choose 1 for CLEAR ALL GROUPS.
- Choose 2 for CONFIRM.
- Choose the red Cancel button 4 times, and choose 2 for DOWNLOAD.
- At the Group ID: 1 screen, Choose Enter.
- Choose 2 for MULTI-APP
- Choose 1 For FULL DWNLD.
- Choose 2 for CONTINUE.
- Choose the far left purple button, and choose 3 for TCPIP.
- Choose Enter for DOWNLOAD.
- Choose Hit the purple button under the "down" arrow button for Ethernet.
- Hit Enter for DOWNLOAD.
- If there is nothing in the URL/Address box, type: TDV1.FTPSLLC.COM, by using the number keys and the Alpha key to make letters. [For ex. 8 and Alpha is a T; 9 and Alpha Alpha Alpha is Y. The "." is 1 Alpha Alpha Alpha.] If the URL Address is already on the screen, choose Enter.
- Make sure the **Port is 8013**. If not, choose the Yellow key and type it in.
- Choose the Edit button to **make sure SSL is FALSE**, or Choose Enter if already False.
- Block Size: Enter
- Heap Size: Enter
- For the Terminal ID number, choose the Yellow key and type in the **7-digit TID provided by our sales office**.
- Hit Enter.
- Choose Enter **SLOWLY 7 times** until you see: Download...Please wait. You will need to be sure that a row of dashes immediately appear. If not, unplug the power cord, leave it off for 20-30 seconds and repeat the process.
- The dashes will slowly begin to turn to stars, or asterisks. Once they have all converted, files will begin to unzip and roll down the screen. Downloads will typically take 10-15 minutes to complete.
- Once back at the CommServer and Credit/Debit screen, choose F3 for Credit/Debit.

## COMMON TERMINAL SETTING CHANGES:

1. Receipt Header & Footers [If you want a street name/number and/or phone number removed; also Footer can be made to read, ALL SALES FINAL]
2. Receipt Print Width/Font Size [Change Column Mode from 42 Col to 32 Col and Lines Per Inch from 10 LPI to 8 LPI...this doesn't use any more paper, but rather takes up the entire width of the receipt, making the receipt easier to read.]
3. Change Customer Receipt Printing Options [In case you decide you don't want a second receipt to print OR that you wish for a second receipt to print automatically.]

For these items, Choose:

- Enter
- SET UP
- Type in the Password: **11739**. If this does not work, use the Download password above.
- Choose PRINTER.
- Use the NEXT (or PREVIOUS to go back) and EDIT buttons to make changes.
- Choose Exit
- Choose SAVE CHGS.
- Hit the red Cancel button several times to get back to the Sale/Void/Refund Home Screen.

***\*\*AT THIS POINT, KEY A TEST TRANSACTION, THEN VOID THAT TRANSACTION TO MAKE SURE YOU LIKE THE WAY THE RECEIPT IS PRINTING.***

To Change The Terminal From Internet to Dial (and vice versa):

- Choose 6 on the keypad.
- Enter the 11739 or other password and Enter.
- Choose COMMUNICATIONS.
- Choose VIEW.
- If on Internet, screen will read, VNTV Auth Comm CommServer.
- To change, choose EDIT, and the screen will read New: Dial
- Choose SLCT.
- Hit NEXT until you see VNTV Settle Comm CommServer and choose Edit again to change to Dial.
- Choose EXIT. \*You will not be asked to save your edits.