



**IntelliPay™**

**One Terminal Augusta EMV Reader  
Installation & Use Guide**

**Revision Date: May 2021**

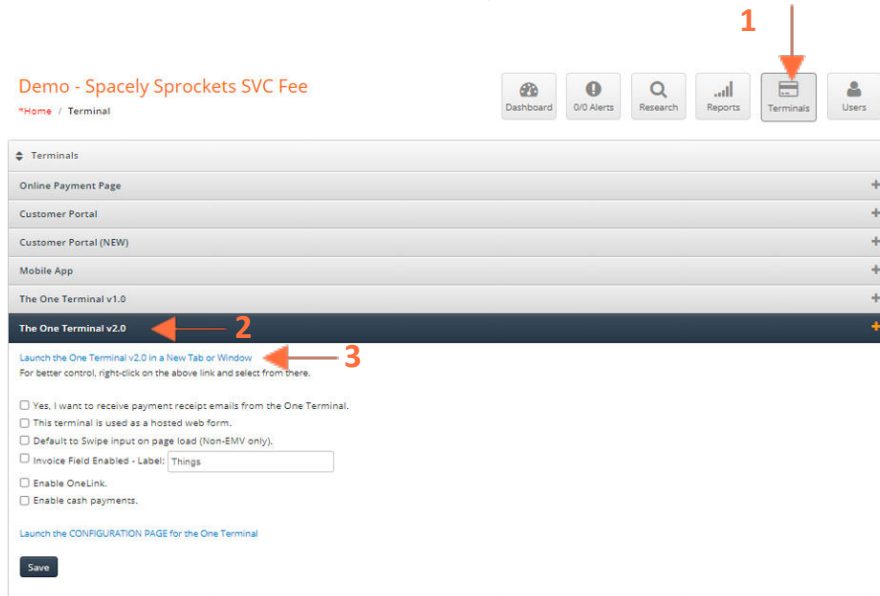
# IntelliPay™

This document will walk through the functionality and technical operations of an Augusta EWV card reader.

# Augusta EMV Reader - Detailed Installation Guide

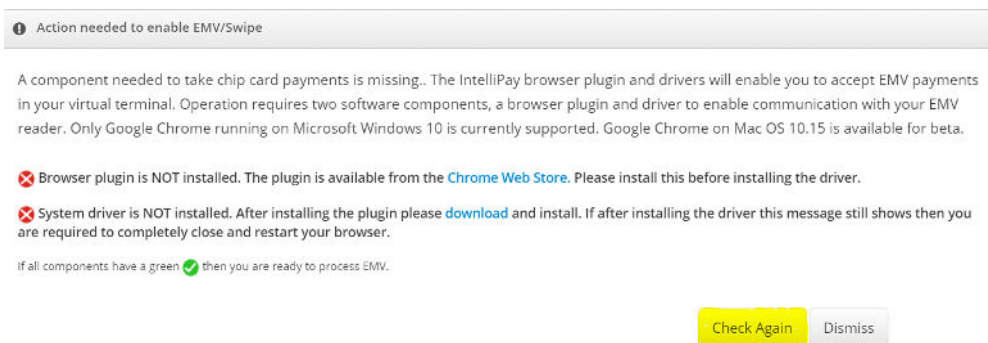
Please follow the instructions listed below to use your Augusta EMV card smart reader:

1. In IntelliPay, click the "Terminals" button , 1 in screenshot 1 below
2. Click the "The One Terminal V 2.0" bar, 2 below
3. Click the "Launch the One Terminal" link, 3 below



Screenshot 1

You should now be brought to a "Action Needed" screenshot 2 below. Follow the steps listed and hit the "Check Again" option (Highlighted in Yellow)



Screenshot 2

This set of instructions is to assist with the "Action Needed" items

1. First click on the blue "[Chrome Web Store](#)" link

Browser plugin is NOT installed. The plugin is available from the [Chrome Web Store](#). Please install this before installing the driver.

The select the "add to Chrome" option



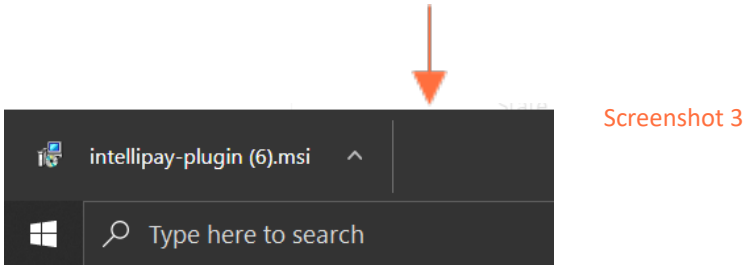
Refer back to the "Action Needed" page. If you select, "Check Again", you should now have one green check mark.

2. Now, click on the "[download](#)" link to install the plug-in (drivers).

⊗ System driver is NOT installed. After installing the plugin please [download](#) and install. If after installing the driver this message still shows then you are required to completely close and restart your browser.

In the bottom left or middle of your screen, a download should have started.

Select the intellipay-plugin download and save/open/run the program and follow the installation steps.



Refer back to the "Action Needed" page. If you select, "Check Again", you should now have two green check marks. Proceed to plug in the Augusta/EMV Card Reader and select check again.

The page should now redirect to where you can take a payment. If it does not, please sign out of IntelliPay and close all open tabs. Then retry.

To start, you should see similar to the screenshot 4 on your screen:

Screenshot 4

**Step 1 - Enter Customer and Payment Information then click Next**

Payment Method: Credit/Debit Card

Customer Name:  Required

Individual  Business

First Name:

Last Name:

Country:  USA

Address 1:

Address 2:

City:

State:  Select a State

Zip Code:

Email:

Phone:

Payment Method:  Credit/Debit Card

American Express  VISA  MasterCard  DISCOVER

Visa

Key-Card Info  Swipe Card  EMV

Insert Card

Create Payment Schedule

Payment Amount:  Required

Service Fee:  \$0.00

Total Amount:  \$0.00

\*I Accept the Service Fee and its Terms and Conditions

Payment Date:  04/30/2021

Comments:

Clear Form  Next

To start, you should see similar to the below page on your screen:

1. Enter in all required information, such as the Customer information and the payment amount.
2. Insert payment card into the EMV slot on the reader as shown below:



3. The screen will change to say "Reading Card". Once finished reading, the reader will produce a high pitched "beep" tone and begin to flash colors. You will see the message Successful EMV Read and Remove Card as shown in screenshot 5 below.

Successful EMV Read

Screenshot 5

Payment Method

New Acquiring AMERICAN EXPRESS VISA MasterCard DISCOVER

Key Card Info  Swipe Card  EMV

4. Select the check box to accept Terms and Conditions, then select "Next"

Screenshot 6

\*I Accept the Service Fee and its Terms and Conditions

Payment Date

Comments

5. You will be brought to a "Confirm Payment Details" page. If all the information is correct, select "Submit". Otherwise, select "Previous" to go back and correct any issue

6. Once submitted, you will be brought to payment receipt page, see screenshot 7 below. Here you can print out copies of the receipt for the customer or for reconciliation records.

Payment Receipt Print Process New Payment Close

Screenshot 7



### Receipt for Dakota Svc Fee Demo

- **Test Test**
- Customer ID: Test
- Test
- Test. UT 84020
- Phone: 8558726632
- Email: Test@intellipay.com
- Comment: Test
- **Information Provided**
- Customer Name: Test
- Payment Status: **Approved**
- Payment Result: Approved
- Payment Date: 04/30/2021
- Authorization Code: 867622
- Auth Date: 04/30/2021 11:12:19 MST
- Reference: C27324784P38210821
- Payment Amount: \$0.02 USD
- Service Fee: \$1.50
- Total Amount: \$1.52
- CN: Test
- On card: 4...1111

Signature: \_\_\_\_\_

- Thank you. Your payment has been received.

You have successfully processed a transaction.