



2/13/2024

Verifone Pay Inside

Configuration Guide DV 1.0



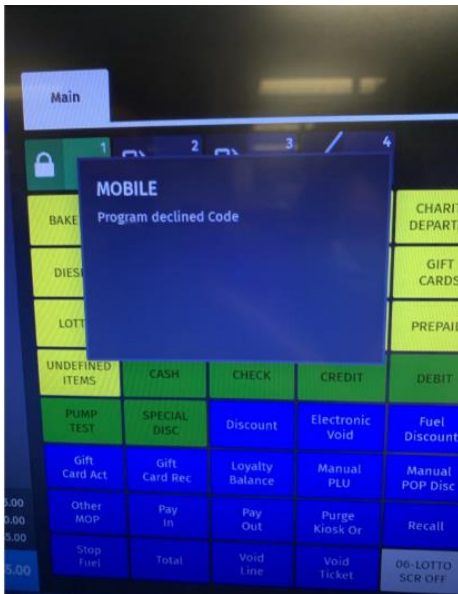
Chevron Remote Deployment Team
CHEVRON

Contents

Steps to validate if site is enabled for Pay Inside	2
Mobile Configuration on POS (MOP).....	3
Configuring “Mobile” soft key steps shortcut:	5
Alternative Option to add “Mobile” soft key steps:	6



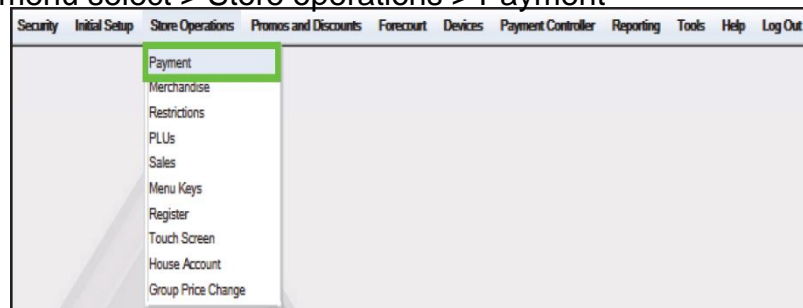
- After scanning, you will get message on POS **“Program decline code”**. This confirms that your site is enabled for QR pay inside.



Mobile Configuration on POS (MOP)

Note: If “Mobile” is not present under MOP, please follow below steps to add “Mobile” as Method of Payment (MOP) on Verifone POS.

- From CSR Function select > Configuration Manager (Enter managers credentials, if prompted)
- On the menu select > Store operations > Payment



3. The Payment Management window display like this.

The screenshot shows the 'Payment Management' window with the 'MOP' tab selected. The 'Select MOP' list on the left contains items from 001 to 020. The right side of the window has several input fields: 'Name' (empty), 'MOP Code' (00 - CASH), 'Minimum Amount' (empty), 'Maximum Amount' (empty), 'Limit' (empty), '#Additional Receipts' (0), 'Tender Code' (empty), and 'Tender Sub Code' (empty). The 'Options' section is expanded, showing a grid of checkboxes: Force Safe Drop, Tender Amount Required, Allow Zero Entry, Allow Refund, Allow Safe Drop, Force Ticket Print, Open Drawer On Sale, Cashier Report Prompt, Allow Without Sale, Allow Change, and Allow Money Order Purchase. All checkboxes are currently unchecked.

4. From the Payment Management window, select the MOP tab and Scroll down the <Select MOP> pane to an unconfigured position.

This screenshot shows the 'Payment Management' window with the 'MOP' tab selected. The 'Select MOP' list is scrolled down to item 012, which is highlighted in yellow. The right side of the window shows the configuration for the selected MOP: 'Name' (MOBILE), 'MOP Code' (28 - MOBILE), 'Minimum Amount' (0.00), 'Maximum Amount' (0.00), 'Limit' (0.00), and '#Additional Receipts' (0). The 'Options' section is expanded, and several checkboxes are checked: Allow Zero Entry, Allow Refund, Force Ticket Print, and Open Drawer On Sale.

5. Configure the Mobile MOP parameters as shown in the image.

This close-up screenshot shows the configuration parameters for the Mobile MOP. The fields are: 'Name' (MOBILE), 'MOP Code' (28 - MOBILE), 'Minimum Amount' (0.00), 'Maximum Amount' (0.00), 'Limit' (0.00), '#Additional Receipts' (0), 'Tender Code' (generic), and 'Tender Sub Code' (generic).

6. Scroll down on the screen and select to enable additional options parameter as below.

This close-up screenshot shows the 'Options' section of the Mobile MOP configuration. The checkboxes are: Force Safe Drop (unchecked), Tender Amount Required (unchecked), Allow Zero Entry (checked), Allow Refund (checked), Allow Safe Drop (unchecked), Force Ticket Print (checked), Open Drawer On Sale (unchecked), Cashier Report Prompt (unchecked), Allow Without Sale (unchecked), Allow Change (unchecked), and Allow Money Order Purchase (unchecked).

7. Select [Save] to accept the changes and Mobile will be added to the list of <Select MOP tab in order to verify>

The screenshot shows the 'Payment Management' window with the 'MOP' tab selected. On the left, a list of MOPs is shown, with '012 - MOBILE' highlighted. The right side of the window contains configuration fields for the selected MOP:

- Name: MOBILE
- MOP Code: 28 - MOBILE
- Minimum Amount: 0.00
- Maximum Amount: 0.00
- Limit: 0.00
- #Additional Receipts: 0

Below these fields is an 'Options' section with several checkboxes:

- Force Safe Drop
- Tender Amount Required
- Allow Zero Entry
- Allow Refund
- Allow Safe Drop
- Force Ticket Print
- Open Drawer On Sale
- Cashier Report Prompt
- Allow Without Sale
- Allow Change
- Allow Money Order Purchase

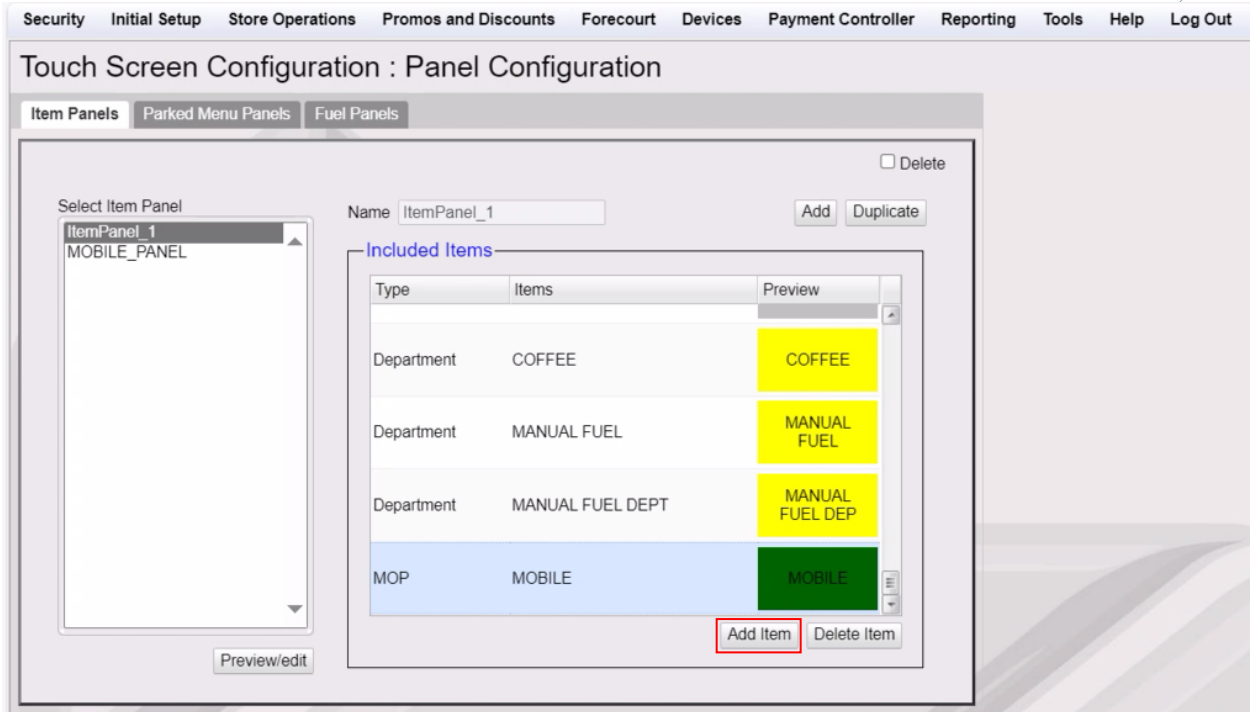
1. Try re-scanning the QR Code using steps under [“Steps to validate if site is enabled for Pay Inside”](#)

Configuring “Mobile” soft key steps shortcut

Note: These instructions are to get quick access to processing Pay Inside transactions.

If the site does not have mobile payment panel available on the Cashier screen, please follow steps below to configure “Mobile” as the Method of Payment (MOP).

1. On the Main POS screen => Click on CSR Func => Configuration Manager => Go to Store Operations => Touch Screen => Panel Configuration => Item Panels
2. Select **Add item** => Add MOBILE (View image below) => Save



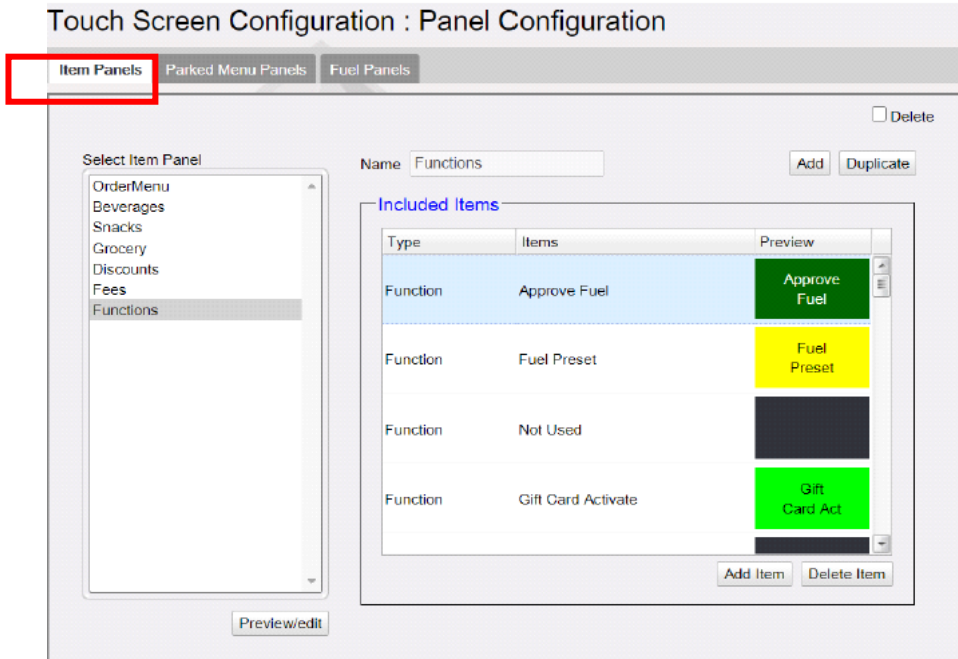
3. Go to Tools => Refresh Configurations
 - a. After selecting Refresh Configuration, Successful message will appear, click OK.



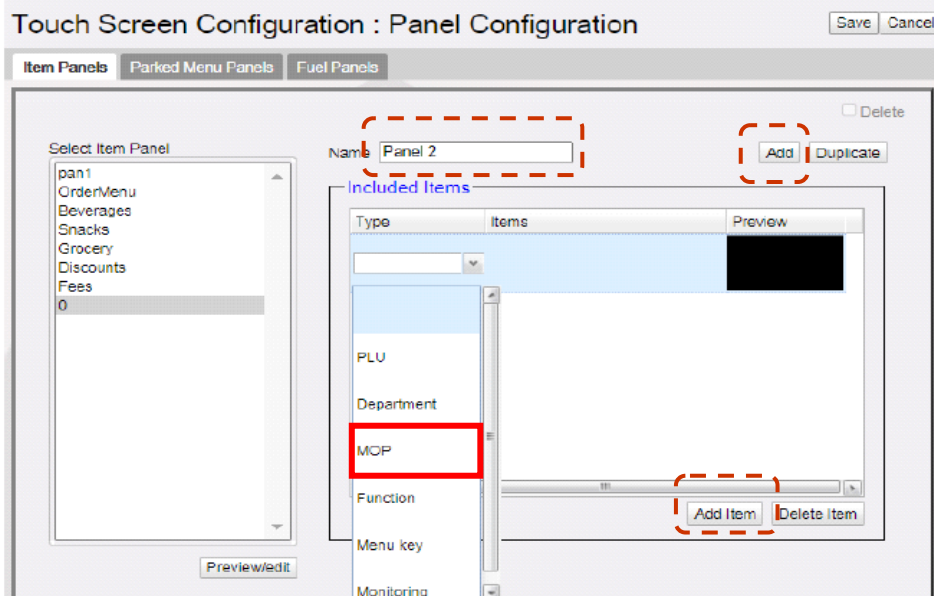
Alternative Option to add “Mobile” soft key steps

Note: If your station wants to create a new panel and not use the existing panel for the “mobile” soft key, follow steps below to create an alternative option.

1. On the Main POS screen => Click on CSR Func => Configuration Manager => Go to Store Operations => Touch Screen => Panel Configuration => Item Panels



2. Click **Add**:
 - a. Enter the name of the Item Panel (Ex: Panel2).
 - b. Click on blue section under Item and choose MOP from the drop-down menu.
 - c. Click on Add Item.



3. Under "Item Properties" box:
 - a. Type Mobile in "Line 1".
 - b. Choose Label Color as Black
 - c. Choose "Background" Color as Blue
 - d. Click on Save

Item Properties

inactive

Line 1

Line 2

Label Color

Background Color

4. Go to Store Operations => Touch Screen => Panel Configuration => Item Panels

Security Initial Setup Store Operations Promos and Discounts Forecourt Devices Payment Controller Reporting Tools Help Log Out

Touch Screen Configuration : Panel Configuration

Item Panels Parked Menu Panels Fuel Panels

Select Item Panel

Name: MOBILE_PANEL

Type	Items	Preview
MOP	MOBILE	

Security Initial Setup Store Operations Promos and Discounts Forecourt Devices Payment Controller Reporting Tools Help Log Out

Touch Screen Configuration : Panel Configuration

Item Panels Parked Menu Panels Fuel Panels

Select Item Panel

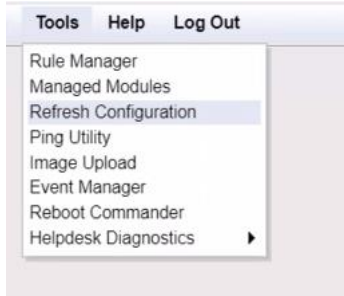
Name: MOBILE_PANEL

Type	Items	Preview
MOP	MOBILE	

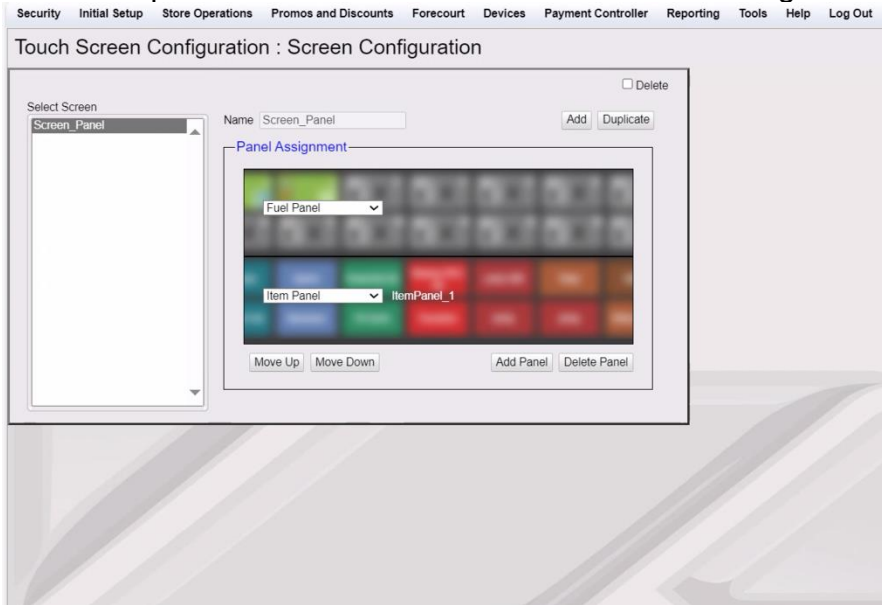
Item Selection

Mop:

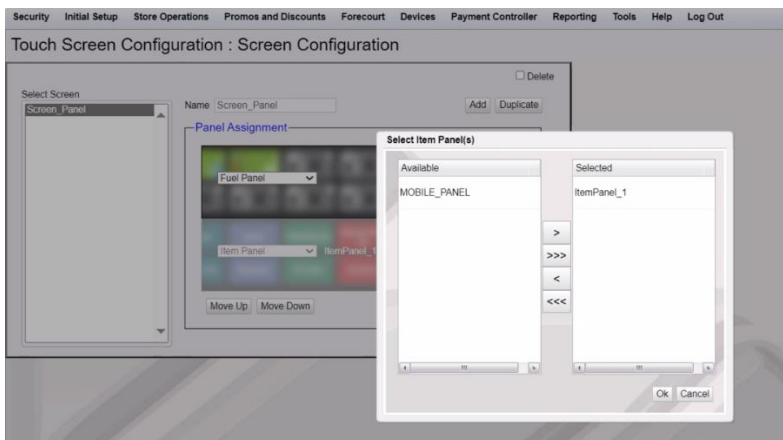
5. Go to Tools => Refresh Configurations
 - a. After selecting Refresh Configuration, Successful message will appear, click OK.



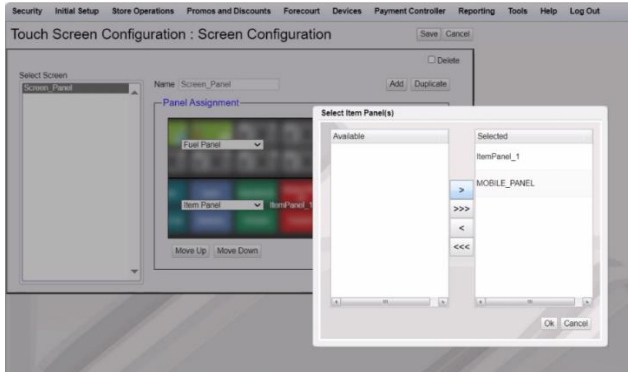
6. Go to Store Operations => Touch Screen => Screen Configuration



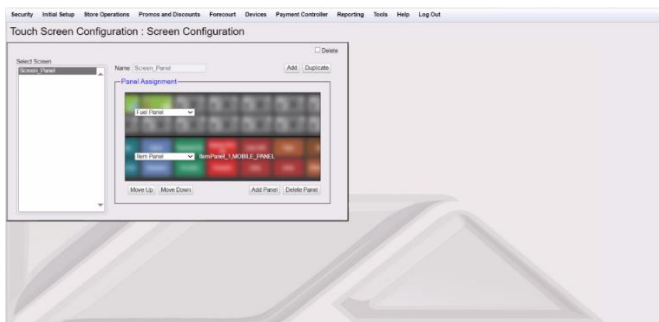
7. Select Item Panel



8. Select Mobile Panel and select ">" and select "ok".

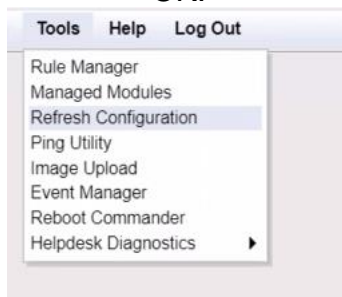


9. Item panel and Mobile panel should merge (view image below) and select save.



10. Go to Tools => Refresh Configurations

a. After selecting Refresh Configuration, Successful message will appear, click OK.



11. Log out of Configuration Manager and return to Cashier Screen. Log out & Log in to POS screen.

