

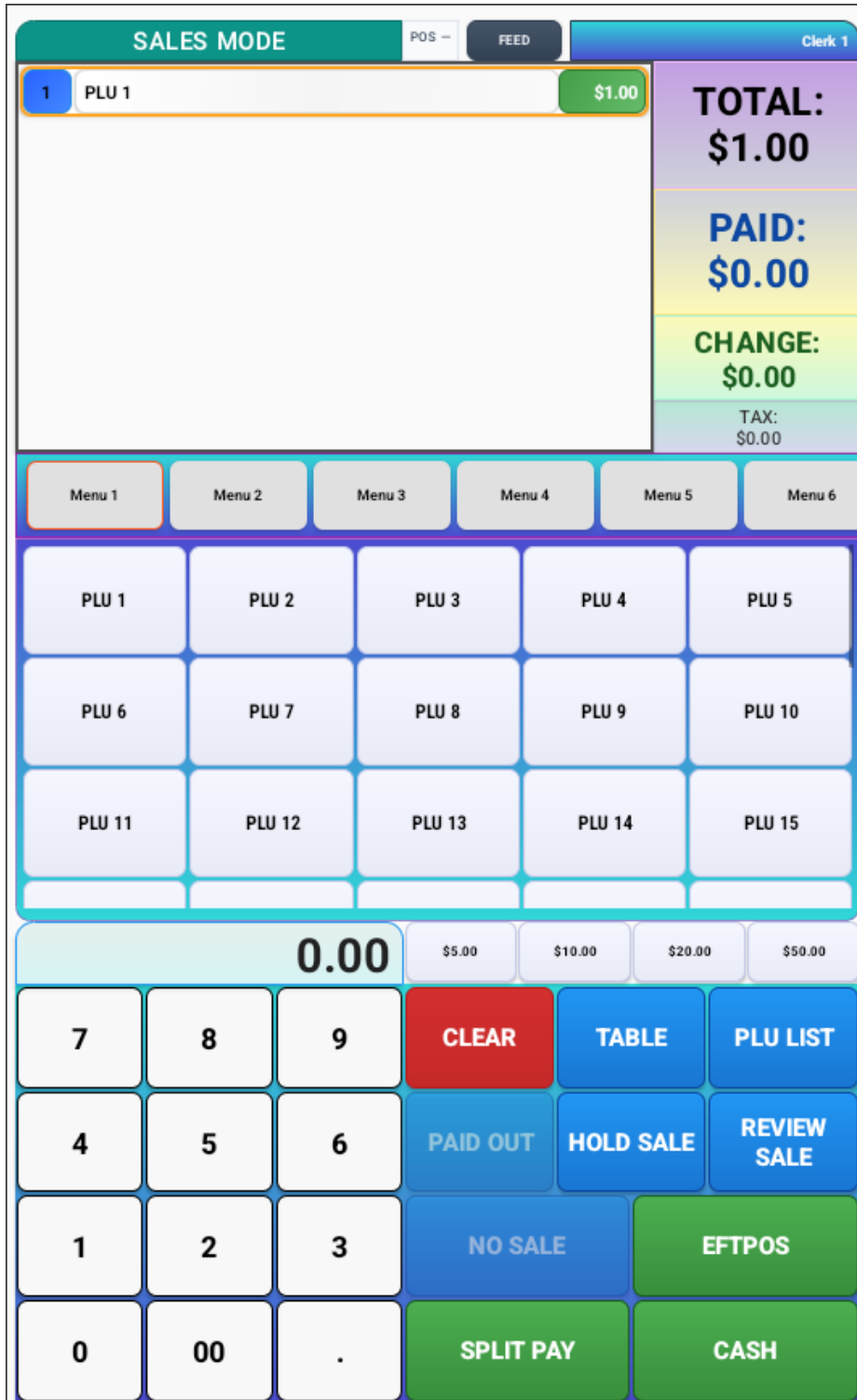
How to pair a Linkly with VirtuPOS

Before you begin you will need:

- Your Linkly Cloud username
- Your Linkly Cloud password
- A valid single-use Linkly pair code
- An internet connection
- The Linkly PIN pad online and ready

Open VirtuPOS, by default, Clerk 1 is logged in.

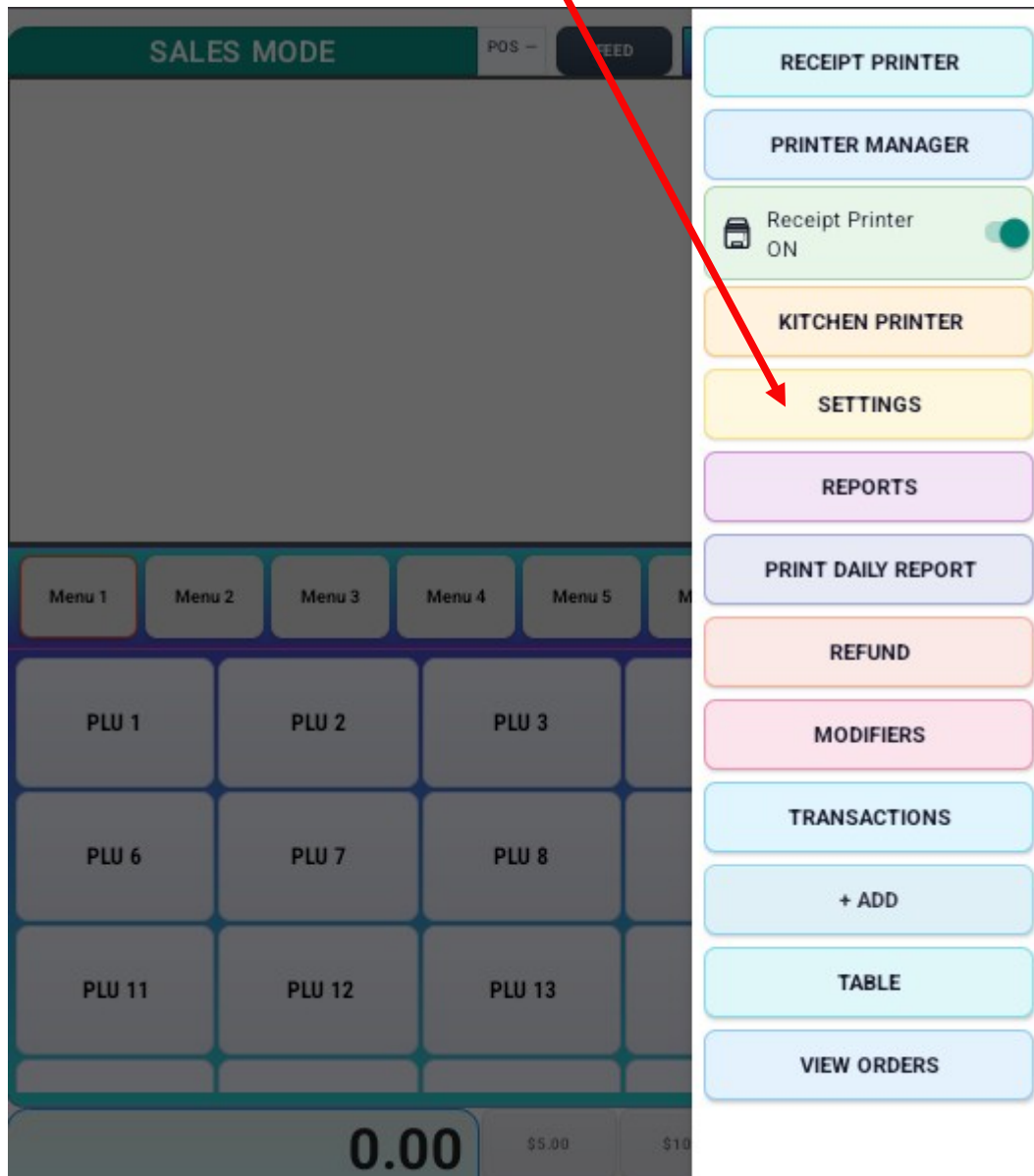
If you made changes make sure you are logged in with a clerk with permission to access the SETTINGS PAGE.



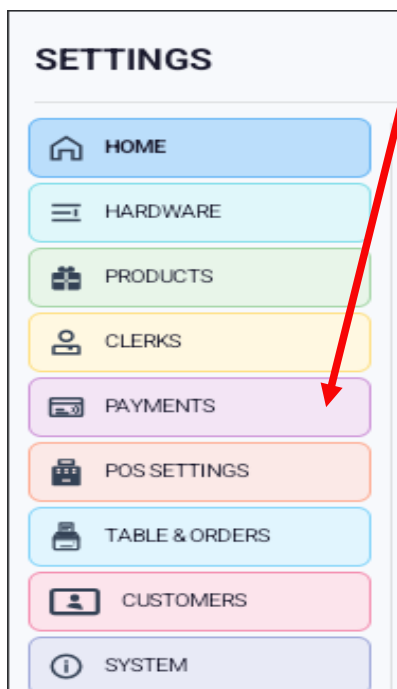
Click on the Clerk button to log in with a Clerk if needed.



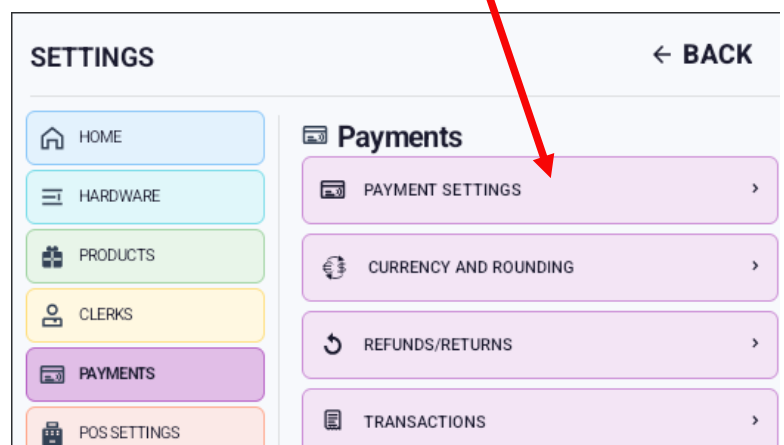
1. Swipe left from the right of the screen to see the side function buttons, THEN CLICK ON SETTINGS.



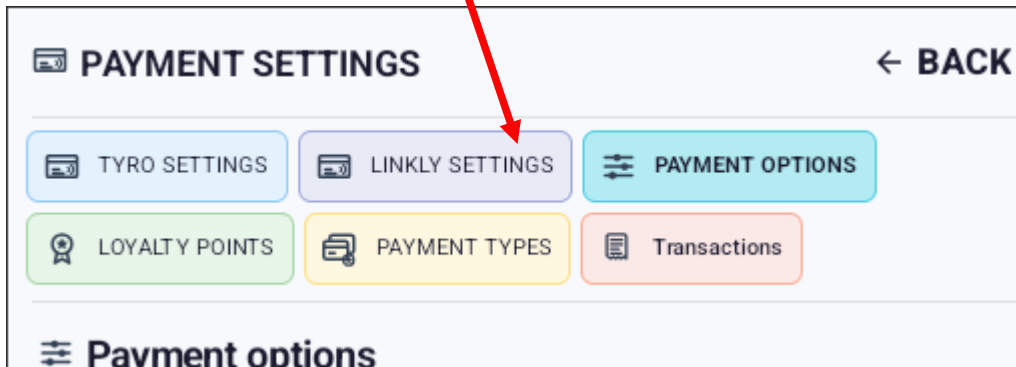
2. CLICK PAYMENTS



3. CLICK PAYMENT SETTINGS

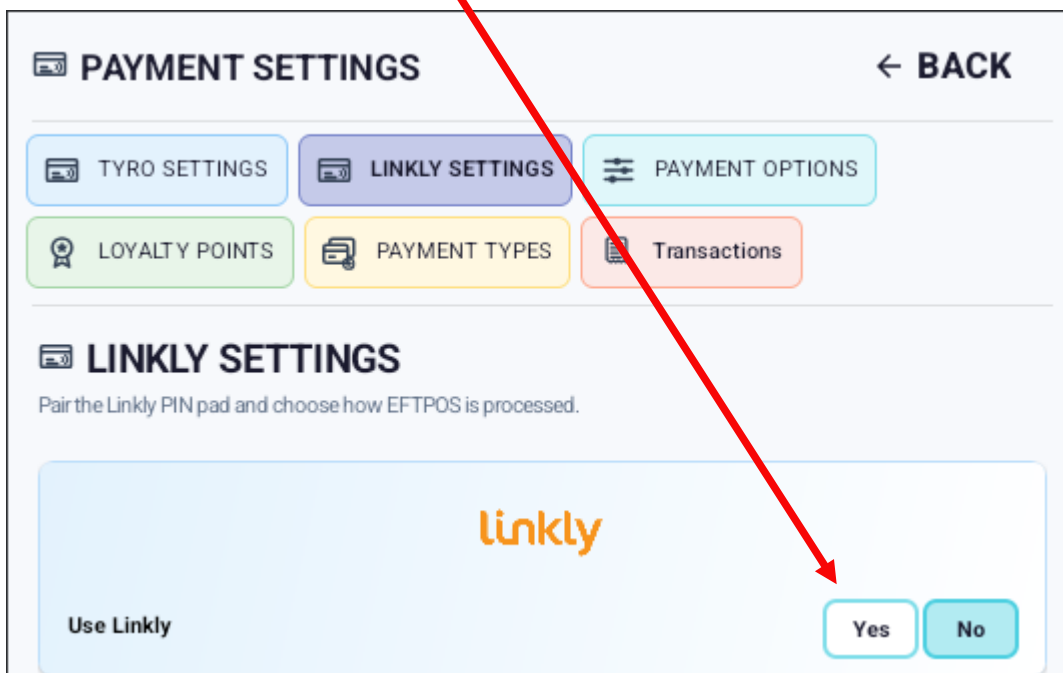


4. Click the Linkly settings tab located at the top

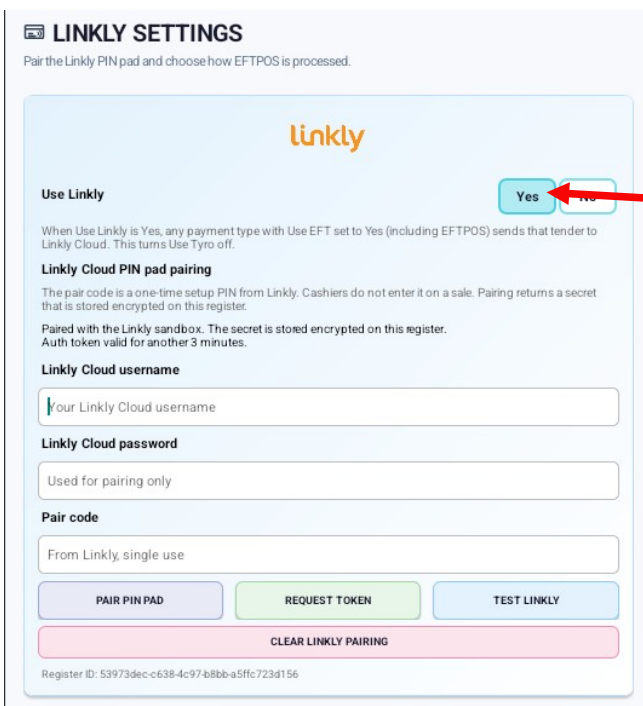


The screenshot shows the 'PAYMENT SETTINGS' screen with a '← BACK' button at the top right. Below the title bar, there are six tabs: 'TYRO SETTINGS', 'LINKLY SETTINGS', 'PAYMENT OPTIONS', 'LOYALTY POINTS', 'PAYMENT TYPES', and 'Transactions'. A red arrow points to the 'LINKLY SETTINGS' tab. Below the tabs, there is a section titled 'Payment options'.

5. Set use Linkly to Yes.



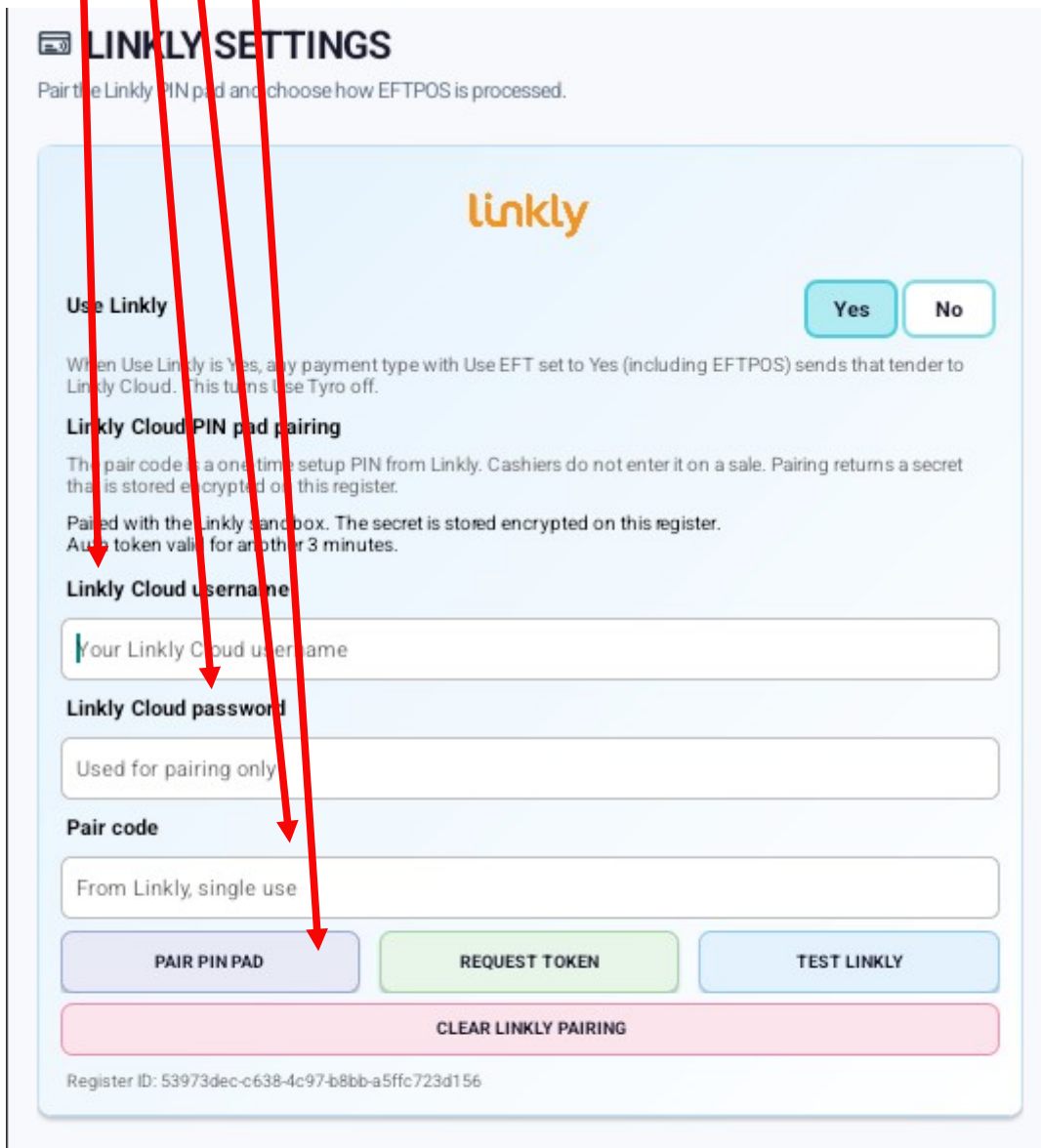
The screenshot shows the 'LINKLY SETTINGS' screen. At the top, there is a '← BACK' button. Below it, there are six tabs: 'TYRO SETTINGS', 'LINKLY SETTINGS', 'PAYMENT OPTIONS', 'LOYALTY POINTS', 'PAYMENT TYPES', and 'Transactions'. The 'LINKLY SETTINGS' tab is selected. Below the tabs, there is a section titled 'LINKLY SETTINGS' with the subtitle 'Pair the Linkly PIN pad and choose how EFTPOS is processed.' Below this, there is a large light blue box with the 'linkly' logo in the center. At the bottom left of this box, it says 'Use Linkly'. At the bottom right, there are two buttons: 'Yes' and 'No'. A red arrow points to the 'Yes' button.



The screenshot shows the 'LINKLY SETTINGS' screen with the 'Use Linkly' toggle set to 'Yes'. Below the toggle, there is a section titled 'Linkly Cloud PIN pad pairing' with the following text: 'The pair code is a one-time setup PIN from Linkly. Cashiers do not enter it on a sale. Pairing returns a secret that is stored encrypted on this register. Paired with the Linkly sandbox. The secret is stored encrypted on this register. Auth token valid for another 3 minutes.' Below this text, there is a section titled 'Linkly Cloud username' with a text input field. Below the input field, there is a section titled 'Linkly Cloud password' with a text input field. Below the password field, there is a section titled 'Pair code' with a text input field. At the bottom, there are three buttons: 'PAIR PIN PAD', 'REQUEST TOKEN', and 'TEST LINKLY'. Below these buttons, there is a pink button labeled 'CLEAR LINKLY PAIRING'. At the very bottom, there is a small text string: 'Register ID: 53973dec-c638-4c97-b8bb-a5ffc723d156'.

When use Linkly is set to Yes.
It will open a window to
enter your credentials.

6. Enter your Linkly Cloud username.
7. Enter your Linkly Cloud password.
8. Enter the single-use pair code.
9. Select Pair PIN pad.



LINKLY SETTINGS
Pair the Linkly PIN pad and choose how EFTPOS is processed.

Use Linkly Yes No

When Use Linkly is Yes, any payment type with Use EFT set to Yes (including EFTPOS) sends that tender to Linkly Cloud. This turns Use Tyro off.

Linkly Cloud PIN pad pairing

The pair code is a one-time setup PIN from Linkly. Cashiers do not enter it on a sale. Pairing returns a secret that is stored encrypted on this register.

Paired with the Linkly sandbox. The secret is stored encrypted on this register. Auth token valid for another 3 minutes.

Linkly Cloud username

Your Linkly Cloud username

Linkly Cloud password

Used for pairing only

Pair code

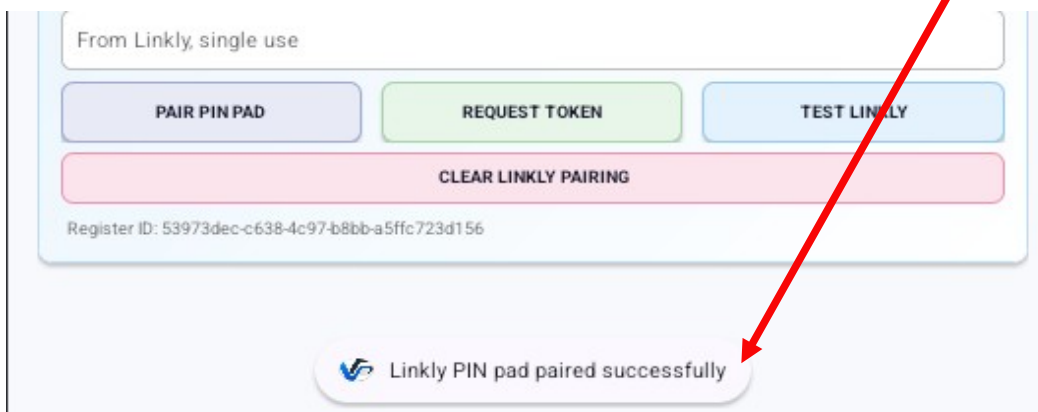
From Linkly, single use

PAIR PIN PAD **REQUEST TOKEN** **TEST LINKLY**

CLEAR LINKLY PAIRING

Register ID: 53973dec-c638-4c97-b8bb-a5ffc723d156

10. Wait for VirtuPOS to display “Linkly PIN pad paired successfully”.



From Linkly, single use

PAIR PIN PAD **REQUEST TOKEN** **TEST LINKLY**

CLEAR LINKLY PAIRING

Register ID: 53973dec-c638-4c97-b8bb-a5ffc723d156

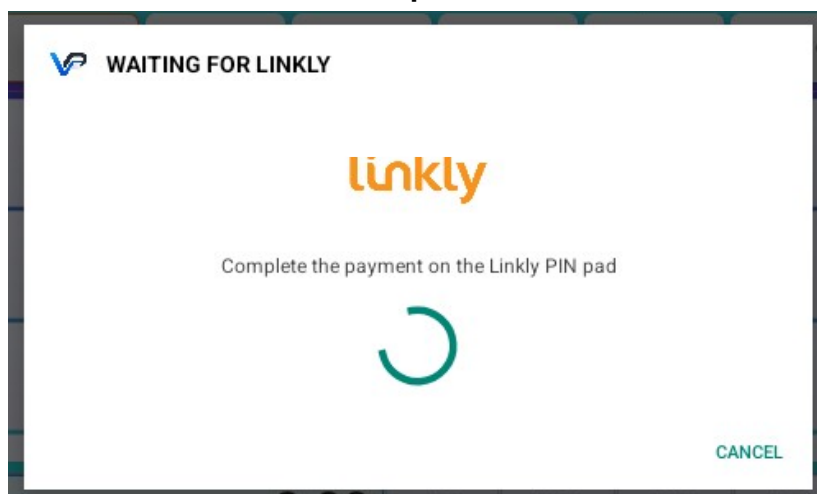
 Linkly PIN pad paired successfully

Testing the connection

Make a sale of a small amount (eg 0.10)
and click the EFTPOS button



The “WAITING FOR LINKLY” message shows up.
The amount is now sent to the EFTPOS terminal and is waiting for the customer to present card.



When payment is successful the
“CARD PAYMENT SUCCESSFUL”
message will show up. Linkly has
been setup successfully.

