ingenico GROUP

Quick start guide

Move 3500 MIX

What's in the box?

1. Card Payment Terminal
2. Charging Base
3. Power supply unit
4. Ethernet Cable
5. PSTN Cable
6. Receipt Rolls
7. Window decal
8. Quick Reference Guide

BOI Payment Acceptance

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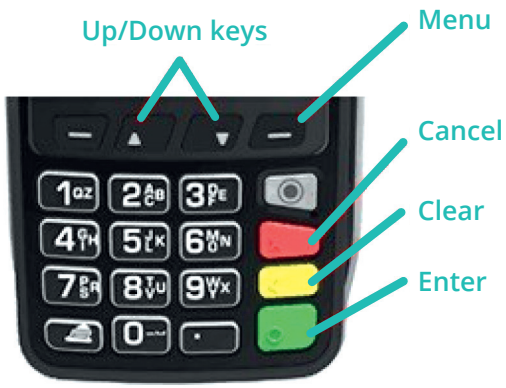
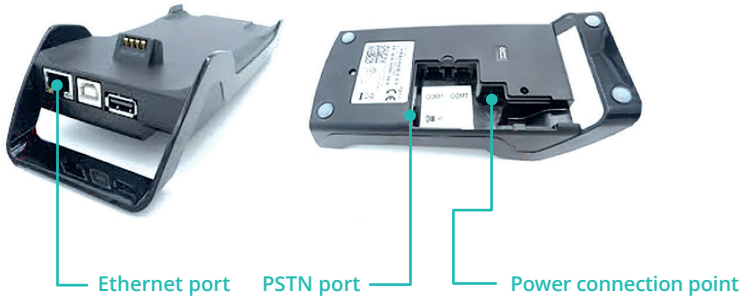
Function keys



- **Menu** – Use this button to access the main functions menu on the terminal
- **Cancel** – Use this button to cancel and revert back to the previous screen
- **Clear** – Use this button to clear back or delete characters when keying in text/numbers
- **Enter** – Use this button to confirm selection on the terminal

Getting started

Please connect the power supply unit to mains power close to the desired location of the terminal. Connect the power supply cable to the port shown and if using Ethernet or PSTN, please connect the cables to the ports shown:



Once the base and any additional cabling is connected, place the terminal in the charging base and allow the device to power up. This will take approximately 2 minutes. The terminal will automatically pick-up the best mobile network available.

If using an Ethernet connection, the terminal should obtain a valid IP address and connect automatically once connected to an active Ethernet port.

If you wish to connect to a Wi-Fi network, please follow these steps:

1. Press the YELLOW button, this will request an administrator password which is “123456”, and press “ENTER” to confirm, and enter the Administrator Menu.
2. Using the up/down keys scroll down to “WiFi Profile option”. Press “ENTER” to confirm.
3. Select “Scan Networks” and press “ENTER”. The terminal will scan for available networks.
4. Select the name of your network. If your router/modem has a 2.4G and a 5G channel, select the 2.4G option.
5. Enter your WiFi password using the keypad. Confirm the password is correct and press “ENTER” to continue.
6. The Wi-Fi indicator on the top of the screen will turn GREEN.

To confirm your terminal is connected and ready to accept payments, perform a **connection test using the following steps:**

1. Press the “Menu” button.
2. Select option “Connection Test”.
3. Terminal will print a receipt with “Connection OK” printed near the top.
4. Your terminal is now ready to use.

Please consult your quick reference guide, provided for instructions on performing transactions.

Support:

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