

WIC EBT SET UP GUIDE

WIC EBT Set Up Guide

Please use this document to help you set
up your Verifone VX520 terminal

Please keep this guide for future reference

WIC EBT Stand Beside Set Up

Congratulations on joining the network of Solutran authorized retailers. The next step is installing your Verifone VX520 device. Please follow the detailed instructions below to ensure a successful installation. For additional assistance contact the Retailer Help Desk at 866-730-7746.

What is in the box?

- Verifone VX520
- Power Cord
- Ethernet cord
- Phone cord
- PIN pad (if requested)
- Scanner
- Thermal paper
- Set Up Instructions
- User ID and Password

Set Up

1. Find a flat, clean and dry surface near an outlet and Ethernet port or phone jack.
2. Take the point-of-sale (POS) device and cords out of the box.
3. Plug the scanner into the USB port.
4. Plug the power cord into the power outlet and plug the Ethernet cord into the Ethernet port or the phone cord into the phone jack.
5. The device is now powered on.
6. Replace the back panel and turn the device back over.
7. Open the paper cover by flipping the cover release latch.
8. Loosen the glued leading edge of the paper or remove the protective strip from the new roll of paper.
9. Hold the roll so the paper feeds from the bottom of the roll.
10. Drop the paper roll into the printer tray, leaving about 2 inches of the paper sticking up past the metal tear strip.
11. Close the cover by gently pressing down the paper roll cover. A small amount of paper should extend outside the cover.
12. Your device is now ready for use.

Note: If using a phone line, the terminal and the phone or other devices cannot be used at the same time.

Verifone VX520 Back

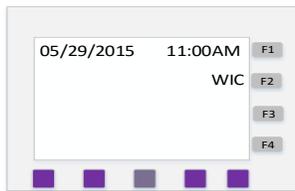


Verifone VX520 Front

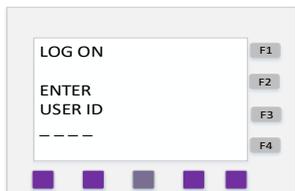


Log In

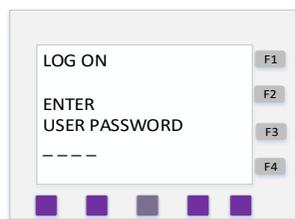
To Log In, follow the steps below:



Press **F2** WIC



Enter User ID and press 

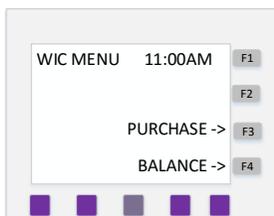


Enter Password and press 

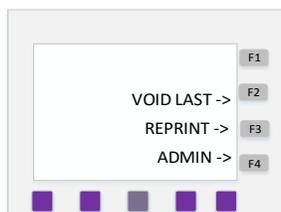
Update APL

Before processing any eWIC transactions you need to update the APL file in case there are any changes to the file since the device was shipped.

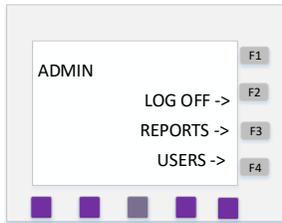
To updated the APL File, follow the steps listed below:



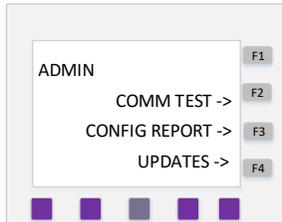
Press the leftmost purple key () which will cause the menu to scroll down.



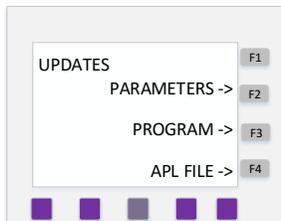
Press **F2** ADMIN



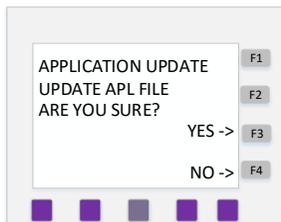
Press the leftmost purple key () which will cause the menu to scroll down.



Press  UPDATES



Press  APL FILE



You will be prompted if you are sure you want update application

If yes, press  YES. If no, press  NO.

If needed a new APL file will then download. This process may take a few minutes.

The Quick Start guide also included in the shipping box contains information on how to use the terminal. Please refer to it for reference after your training is completed.