

The 2nd page of menu options are only available with a CR1000.

To access the 2nd page of menu options, press the **MORE** button that corresponds with the black arrow pointing down. ↓

CONFIGURING CR1000

USER ACTION	TERMINAL RESPONSE
Press CONFIGURE CR1000 F1	Please Enter Password
Type 1, ALPHA, ALPHA, 6, 6, 8, 3, 1 , then Enter	Configuring CR1000 Please be Patient... Config complete.

UPLOADING IMAGES

USER ACTION	TERMINAL RESPONSE
Press UPLOAD IMAGES F2	Please Enter Password
Type 1, ALPHA, ALPHA, 6, 6, 8, 3, 1 , then Enter	UPLOADING IMAGES PLEASE BE PATIENT IMAGE SENT X OF X UPLOAD COMPLETE

To access the 1st page of menu options, press the **RESERVED** button that corresponds with the black arrow pointing up. ↑

ERROR MESSAGES

Error Code	Definition	Error Code	Definition
100	No image files	400	Modem error
105	Image transfer failed	401	No phone # to dial
300	Download error	402	No line
350	FTP login failed	403	No answer
352	No Internet link	404	No dial tone
361	Connection refused	405	No carrier

STATE CODE TABLE

01 - Alabama	22 - Louisiana	40 - Oklahoma
02 - Alaska	23 - Maine	41 - Oregon
04 - Arizona	24 - Maryland	42 - Pennsylvania
05 - Arkansas	25 - Massachusetts	44 - Rhode Island
06 - California	26 - Michigan	14 - Puerto Rico
08 - Colorado	27 - Minnesota	45 - S. Carolina
09 - Connecticut	28 - Mississippi	46 - S. Dakota
10 - Delaware	29 - Missouri	47 - Tennessee
11 - D.C.	30 - Montana	48 - Texas
12 - Florida	31 - Nebraska	49 - Utah
13 - Georgia	32 - Nevada	50 - Vermont
15 - Hawaii	33 - N. Hampshire	51 - Virginia
16 - Idaho	34 - New Jersey	53 - Washington
17 - Illinois	35 - New Mexico	54 - West Virginia
18 - Indiana	36 - New York	55 - Wisconsin
19 - Iowa	37 - N. Carolina	56 - Wyoming
20 - Kansas	38 - N. Dakota	
21 - Kentucky	39 - Ohio	

MERCHANT NAME

MERCHANT ID#

SALES REPRESENTATIVE

SALES REPRESENTATIVE'S PHONE #

CREDIT CARD PROCESSOR

CREDIT CARD PROCESSOR'S PHONE #



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QUICK REFERENCE GUIDE FOR THE OMNI 3200



&

OMNI 3200SE



APPLICATION ECHEX10
(CR600 & CR1000i)

Press the **Func /Enter** & #3 key to switch from E-Chex to SoftPay and press "F3" to return to E-Chex. You must access the check program before continuing

CHECK CONVERSION

USER ACTION	TERMINAL RESPONSE
Press CONVERSION F1	Please Scan Check F4 FOR MANUAL
Scan check through the reader	Enter Check Number:
Type in check # , press Enter	Enter Amount:
Type in amount , press Enter	Please Swipe DL F4 FOR MANUAL
Press F4 and enter DL # , then press Enter OR just Swipe DL	Enter DL State:

You can not swipe the Driver's License in some states

Enter the State Code , press Enter	Waiting for line... Dialing primary... Transmitting Data... AUTH NUM 123-456 Receipt will print
Press any key	Customer Receipt will print Saving Image

If you get a **Manager Needed** response, refer to the response explanation. If you wish to override the transaction, follow the instructions under **Overriding a Check Conversion**.

OVERRIDING A CHECK CONVERSION

USER ACTION	TERMINAL RESPONSE
Transaction entered... MANAGER NEEDED...	OVER RIDE? YES F3 NO F4
Press F3	Please Enter Password
Type 1, ALPHA, ALPHA, 6, 6, 8, 3, 1 , then Enter	Waiting for line... Dialing primary... Transmitting Data... AUTH NUM 123-456 Receipt will print
Press any key	Customer Receipt will print Saving Image

BATCHING OUT

USER ACTION	TERMINAL RESPONSE
Press BATCH OUT F4	CONTINUE? YES F3 NO F4
Press F3	Please Enter Password
Type 1, ALPHA, ALPHA, 6, 6, 8, 3, 1 , then Enter	Waiting for line... Dialing primary... Transmitting Data... ACCEPTED Batch Report will print out UPLOADING IMAGES PLEASE BE PATIENT IMAGESENT X OF X UPLOAD COMPLETE

CHECK VERIFICATION

USER ACTION	TERMINAL RESPONSE
Press VERIFICATION F2	Please Scan Check F4 FOR MANUAL
Scan check through the reader	Enter Check Number:
Type in check # , press Enter	Enter Amount:
Type in amount , press Enter	Please Swipe DL F4 FOR MANUAL
Press F4 and enter DL # , then press Enter OR just Swipe DL	Enter DL State:

Enter the State Code , press Enter	Waiting for line... Dialing primary... Transmitting Data... AUTH NUM 123-456 Receipt will print (Merchant Copy)
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VOIDING A TRANSACTION

USER ACTION	TERMINAL RESPONSE
Press VOID F3	Please Enter Password
Type 1, ALPHA, ALPHA, 6, 6, 8, 3, 1 , then Enter	Please Scan Check F4 FOR MANUAL
Scan check through the reader	Enter Check Number:
Type in check # , press Enter	Enter Amount:
Type in amount , press Enter	Waiting for line... Dialing primary... Transmitting Data... VOID ACCEPTED Receipt will print out
Press any key	Customer Receipt will print

Voids are not accepted if information does not match a transaction entered.
It will say: **No TXN to Void**.

PRINTING RECEIPT COPIES

USER ACTION	TERMINAL RESPONSE
Press MORE key 2 times	PRINT RECEIPT F1 ABOUT F2
Press PRINT RECEIPT F1	Please Enter Transaction Number
Enter the Transaction # for the receipt copy needed, then press Enter	Receipt Copy will Print

If the transaction can not be found or it has already been batched out, it will say:
No TXN to Print.

SET DATE & TIME

USER ACTION	TERMINAL RESPONSE
Press Function/Enter & 7 keys (same time)	System Password
Type 1, ALPHA, ALPHA, 6, 6, 8, 3, 1 , then Enter	System=VPV50US1
Press 5	Change Date/Time YYMMDD
Type in Date (YYMMDD), then Enter	HHMMSS
Type in Military Time (HHMMSS), then Enter	Mo (Date & Time)
Press Clear	System=VPV50US1
Press Clear	Exits Setup Mode

TERMINAL RESPONSES

DECLINED / ID IS FLAGGED - Do not accept check. The ID is associated with a checking account that has a problem. Refer check writer to the phone number at the bottom of the receipt.

ERROR IN MICR - Check reader can't read check. Ask for another form of payment or keep check for deposit.

ERROR IN ID - There was a format error in the ID. Re-enter the DL number.

NO ACH - The bank is not signed up for ACH (usually small banks or credit unions), or the check writer has a block against ACH debits. The terminal will also give this response if the check reader did not pick up the full ABA number or the transaction was manually entered.

BANK STOP - The bank has stopped or closed the account.

STLN/FRGD - Someone has reported that checks drawn on this account have been stolen or forged.

MANAGER NEEDED RESPONSES

You have the option to override any of these responses and process the check, however it will not be guaranteed. (Re-presented check is the only exception)

RE-PRESENTED CHECK - The check number has been processed once already. It can be overridden if it was not a successful transaction the first time.

CHECK TOO LARGE - The face amount of the check exceeds the merchant's guaranteed limit.

YOUNG ACCOUNT - Unrecognized check writer.

WIN/LOC DAY/LOC - Exceeds guarantee limit