

# **QUICK SET-UP GUIDE FOR iOS DEVICES**

## Step 1: Download Blackstone Swiper Application from the App Store

- Search for the App Store on your iPhone
- Search for **Blackstone Swiper** in the App Store
- Tap FREE and INSTALL
- Enter your iTunes password and download

#### Step 2.1 Step 2.2 Step 1.1 Step 1.2 AT&T LTE IL AT&T LTE 9 40% 💷 💷 AT&T 穼 III... AT&T LTE 12:09 PM 15:54 o) 🖇 75% 🔳 Q blackstone swipe 8 blackstone swiper BLACKSTONE d an account? Sign up below Create an Account Already a Customer? Sign in below Merchant Use Jser Name QWERTYUIOP Passwor ASDFGHJKL ZXCVBNM Sign In space Search Step 1.4 Step 2.3 Step 2.4 Step 1.3 IL AT&T LTE all. AT&T LTE 12:25 PM 9 37% 💷 12:25 PM **a** 37% HIL AT&T LTE **9** 43% 11:20 AM AT&T LT 8 8 Q blac Sign Up Sign Up 0 6 Welcome 2/4 - Owner & Settlement Blackstone Swiper Blackstone Swiper INSTALL INSTALL Welcome to Blackstone **Owner's Information Swiper Application** First Name First Name Before starting, please tell us BLACKS how will you use your swiper? S Last Name Individual Use Business Use Title Owner's Home Address G Type your home address here Q Q Home City

## Step 3: Login

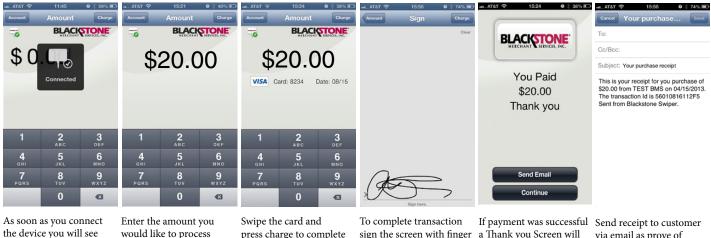
- Find your Merchant #, Username, & Password in your email confirmation. At this time you may login. Refer to image 2.2
- Once you Login you can connect the Swiper on your phone and start accepting credit cards payments.
- Make sure the Swiper is completely plugged in and the headset volume is set to maximum before swiping.

## Step 2: Activate the Blackstone Swiper Application for iPhone

- Tap on the Blackstone Swiper on your iPhone
- Select Create an Account
- Select Individual or Business Use
- Continue completing User Information



## To process a swiped sale



this screen

would like to process

press charge to complete Transaction

sign the screen with finger

a Thank you Screen will appear

via email as prove of payment

## To process a manual sale

| Area 1521 0 40% T<br>Amount Charge<br>BLACK TOTAL  | Arear 1923 0 39% (Charge \$20.00) | Attar         1524         0         39%,877           Card Number         Card Number           Charge \$20.00         0         0           1234-8215-9856-7456         Authorize |                                       |                                   | Charge \$20.00             |                                       |                                   | ALATAT  122  123  124  124  124  124  124  124 | a. ATAT * 11:48         0         2 9% #7           Cash         Cash           Charge \$20.00         ()           ()         ()         ()           ()         ()         ()           ()         ()         ()           ()         ()         ()           ()         ()         ()           ()         ()         ()           ()         ()         ()           ()         ()         ()           ()         ()         ()           ()         ()         () |                                       |                                   |
|--|-----------------------------------|---|---------------------------------------|-----------------------------------|----------------------------|---------------------------------------|-----------------------------------|--|---|---------------------------------------|-----------------------------------|
| 1         2         3           4         5         6           GHI         JKL         MNO           7         8         9           PORS         TUV         9           0         < | Cancel                            | 1<br>4<br>7<br>Раяз   | 2<br>"ВС<br>5<br>ЈКЦ<br>8<br>ТОУ<br>0 | 3<br>DEF<br>6<br>MNO<br>9<br>WXYZ | 1<br>4<br>сні<br>7<br>раяз | 2<br>"ВС<br>5<br>"КЦ<br>8<br>точ<br>0 | 3<br>DEF<br>6<br>MNO<br>9<br>WXYZ | Send Email<br>Continue                         | 1<br>4<br>7<br>раяз<br>•  | 2<br>^BC<br>5<br>JKL<br>8<br>TUV<br>0 | 3<br>DEF<br>6<br>MNO<br>9<br>WXYZ |

Enter the amount you would like to process

Select payment type: Credit Card or Cash transaction

the credit card #. Press Authorize

If credit was selected enter Enter the security code, exp date and zip code

If payment was successful a Thank You screen will appear

If cash was selected enter the amount received. Press Tender

## **User Account Setting Prompts**

| aL_AT&T 중 15:55 ♥ ≥ 75% ■<br>Amount User Account Sign Out | ant. AT&T LTE 10:53 0 3 76% 1    |                                | &T 🗢 15:55 🖌 @ े 75% ़≡<br>ount User Account Sign Out | ut_AT&T 奈 15:55 ✔ ● 3 75% ■) | al_AT&T 🗢 15:56 • 75% =                                    |  |  |
|---|----------------------------------|--------------------------------|---|------------------------------|--|--|--|
| Transactions  | Transactions                     | Transactions                   | ansactions  | BLACKSTONE"                  | Transactions   |  |  |
| Sale Report   | Sale Report                      | 4/15/2013 AUTH \$10.00 Sa      | le Report   | Card Number                  | 4/15/2013 AUTH \$10.00                                     |  |  |
| Account   | Sale Report                      | 4/15/2013 DENY \$0.80          | count   | Exp Date                     | 4/12/2013 AUTH \$0.33                                      |  |  |
| Settlement  | Please select the desired report | 4/15/2013 CASH \$3.58          | ttlement  | Get Transactions             | 4/11/2013 AUTH \$1.00                                      |  |  |
| Refund  | Last Week                        | 4/12/2013 CASH \$3.00          | Settlement<br>fund<br>Settlement successful           |                              | 4/11/2013 Information \$1.00<br>VISA 823 Refund Successful |  |  |
| About   | Last Month                       | 4/12/2013 CASH \$10.00         | Close   |                              | 4/11/2013 AUTH \$9.00<br>Close                             |  |  |
| About   | All                              | 4/12/2013 CASH \$2.32          | Close   | 1 0 0                        | VISA 8234  |  |  |
|   | Close                            | 4/12/2013 AUTH \$3.50          |   | 1 2 3<br>ABC DEF             | 4/11/2013 AUTH \$15.00                                     |  |  |
|   |                                  | 4/12/2013 DENY \$0.55          |   | 4 5 6<br>GHI JKL MNO         | 4/11/2013 AUTH \$10.00                                     |  |  |
|   |                                  | 4/12/2013 DENY \$435.46        |   | 7 8 9<br>PORS TUV WXYZ       | 4/11/2013 AUTH \$0.21                                      |  |  |
|   |                                  | 4/12/2013 CASH \$64.64         |   | 0                            | 4/10/2013 AUTH \$3.32<br>VISA 8234                         |  |  |
| Go to User Account to                                     | Tap Sales Report & view          |                                | tle Payments and                                      | Swipe Card or enter # for    | After refund approval                                      |  |  |
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view Sale Report, Settlements, Refund &

reports daily, weekly, monthly or all

view all your transaction

Refunds in User Account refund

a Notification appears "Refund Successful"