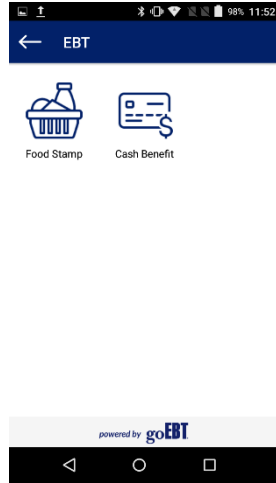


Quick Reference Guide

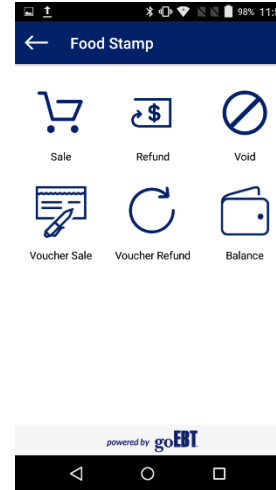
To initiate a transaction; select the [EBT] icon from the main screen. Tip: The three most frequently used transactions appear in navigation.



Select either [FOOD STAMP] or [CASH BENEFIT]



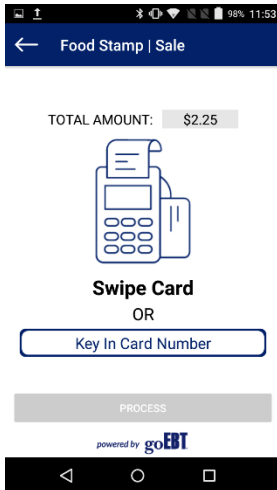
Select the type of transaction and follow prompts to enter transaction amount.



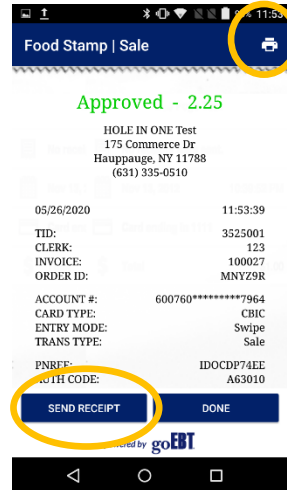
Enter transaction amount the select [NEXT]



Verify transaction amount and [SWIPE] or manually key in card number.



[PRINT] or [SEND] receipt or Select [DONE]



Helpful Tips

- A message will appear on screen and print on the receipt if a transaction is declined for insufficient funds, invalid PIN, etc.
- Manual vouchers are included in case of unexpected system outage
- Transactions approved by 7 pm EST are eligible for funding the next business day

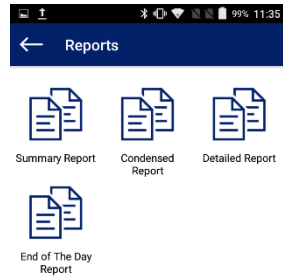
For more information contact us at (877) 418-7957
www.goebt.com

Quick Reference Guide

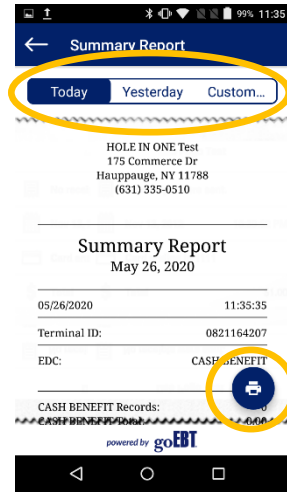
To view activity, select **[REPORTS]** from secondary screen



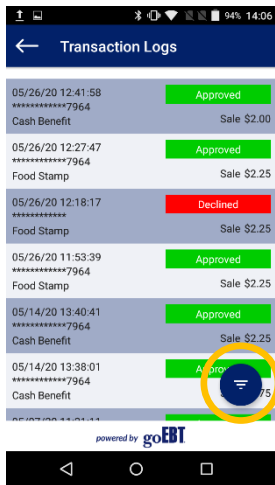
Select desired Report



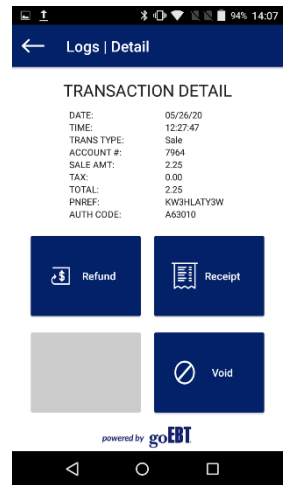
Follow prompts to filter and print report



Transaction Logs provide access to a listing of transactions and access to additional details. The log may be filtered by date, card, and type of transaction.



Viewing Transaction Details provides access to additional options such as re-printing a receipt, issuing a refund or voiding a transaction.



Helpful Tips

- Access the Quick Settings pane in the device by dragging down from the top of the screen with two fingers, a panel appears giving access to brightness, and wi-fi settings
- Default Clerk ID is **123**; additional users may be added through Clerk Management.
- To order additional receipt paper visit www.goebt.com/shop

For more information contact us at (877) 418-7957
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