How to Add a TDO Payments Credit Card Terminal/Pinpad to a Workstation

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Requirements

TDO Payments
Approved POS/Pinpad/Terminal (this will be ordered through TDO and should be connected to the internet before setup)

Instructions

Navigate to Setup > Site Configuration > Edit Control Table > Workstation Settings
Note the model of your pinpad, which should be listed on the pinpad itself
- P400
- P630
- S1F2 (wireless model)

Find the serial number on the underside of your pinpad
In the dropdown for Credit Card Company, choose Valpay (regardless of what model of pinpad you have)
Under device model-serial number, use the below format to enter your serial number
- For P400, type in P400Plus-000000000, where the zeroes are replaced by the serial number (including dash) - NOTE **P400 has a "Plus" and the P600 does not**
- For P630, type in P630-000000000, where the zeroes are replaced by the serial number (including dash)
- For S1F2, type in S1F2-000000000000 (type the entire serial number, *including the dash and three leading zeroes*)

After choosing ValPay from the dropdown and entering the s/n in the format above, close the Control Table. Your pinpad is now ready for use.
Please contact support with any issues setting up your pinpad or adding to a new workstation

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