

Square 8.17044E+11

Square Terminal User Manual

Model: 8.17044E+11

Brand: Square

INTRODUCTION

The Square Terminal is an all-in-one device designed for businesses to efficiently process payments and print receipts. It offers a streamlined solution for accepting various payment types, ensuring quick and secure transactions. This manual provides comprehensive instructions for setting up, operating, and maintaining your Square Terminal.

Key features include:

- Acceptance of all major credit and debit cards.
- Integrated receipt printer.
- Cordless operation with a built-in, long-lasting battery.
- Fast processing of chip cards.
- 24/7 fraud prevention and phone support.



Figure 1: The Square Terminal, an all-in-one payment device.

SETUP

Follow these steps to set up your Square Terminal for the first time:

1. **Unboxing:** Carefully remove the Square Terminal and its power adapter from the packaging.
2. **Power Connection:** Connect the power adapter to the Square Terminal. The device can be used cordlessly once charged, but initial setup and charging are recommended with the adapter connected.
3. **Initial Power On:** Press and hold the power button located on the side of the device until the screen illuminates.
4. **Network Connection:** Follow the on-screen prompts to connect your Square Terminal to a Wi-Fi network. A stable internet connection is required for processing payments.
5. **Account Setup/Sign-in:** Create a new Square account or sign in with an existing one. This process is guided by the on-screen instructions.

OPERATING INSTRUCTIONS

The Square Terminal supports various payment methods for customer convenience.

Taking Payments

- **Chip Cards:** Insert the customer's chip card into the slot at the bottom of the terminal. The transaction will process in approximately two seconds.



Figure 2: Inserting a chip card for payment.

- **Contactless Payments (Tap):** Instruct the customer to hold their contactless card or compatible mobile device near the display of the terminal.



Figure 3: Processing a contactless payment by tapping a card.



Figure 4: Processing a contactless payment using a mobile device.

- **Swipe Payments (Magstripe):** For cards without a chip or contactless capability, swipe the card through the magstripe reader located on the side of the terminal.

Printing Receipts

The Square Terminal has a built-in printer for physical receipts.

- After a successful transaction, the terminal will prompt you to print a receipt.
- Ensure receipt paper is loaded correctly into the printer slot.
- Customers also have the option to receive digital receipts via email or text message.



Figure 5: The Square Terminal generating a printed receipt.

MAINTENANCE

- **Battery Management:** The built-in battery is designed to last all day. Recharge the device using the provided power adapter when the battery level is low.
- **Cleaning:** Use a soft, dry cloth to clean the exterior of the Square Terminal. Avoid using abrasive cleaners or solvents. For the screen, a microfiber cloth is recommended.
- **Environmental Considerations:** Avoid exposing the device to direct sunlight for extended periods, as this may affect its functionality and lifespan.

TROUBLESHOOTING

If you encounter issues with your Square Terminal, consider the following common solutions:

- **Device Not Powering On:** Ensure the device is properly connected to the power adapter and has been charging for a sufficient period.

• **Payment Processing Issues:**

- Verify a stable Wi-Fi connection.
- Ensure the card is inserted or tapped correctly.
- Restart the Square Terminal.

• **Receipt Printer Not Working:**

- Check if the receipt paper roll is correctly installed and not empty.
- Ensure there are no paper jams.

• **Slow Performance:** A device restart can often resolve temporary performance issues.

For further assistance, refer to the [official user guide \(PDF\)](#) or contact Square support.

SPECIFICATIONS

Feature	Detail
Product Dimensions	5.6 x 3.4 x 2.5 inches; 14.71 ounces
Item Model Number	8.17044E+11
Batteries	1 Lithium Ion batteries required. (included)
Date First Available	February 12, 2019
Manufacturer	Square
ASIN	B07NPNNQLN

WARRANTY AND SUPPORT

Square provides 24/7 phone support for the Square Terminal. Additionally, the device includes 24/7 fraud prevention to ensure secure transactions.

For specific warranty details, please refer to the documentation included with your purchase or visit the official Square support website. There are no long-term contracts or hidden fees associated with using the Square Terminal for payment processing.