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Scottronic Sales and Service Ltd.
Innovators in Electronics.

- Using the Swipe Reader
At the end of a fare, with the meter flashing "Total Fare Payable" simply swipe the customer's payment card through the reader. The meter identifies the type of card and applies the appropriate service fee, discount or subsidy.

- To swipe the card, hold the card with the magnetic strip to the right hand side, make sure it's clean, swipe it through the reader in the direction of the arrow. A valid card will switch the meter to show the "Total Fare", the Service fee, discount or subsidy and the "Fare to Pay" by the passenger.
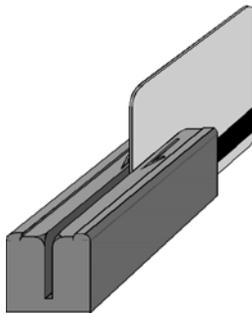
- If appropriate, the meter will first, prompt you for the number of passengers. (This is a requirement of the A.R.C. T. M. Administration). Enter this using the numeric keypad. (1 to 9).

- Collect the "Fare to Pay" amount from the passenger and hit the "Enter" button to clear the meter. Where a receipt printer is attached hit the red button (right hand button) to print a receipt.
If you make a mistake at any stage, hit the yellow button to revert back to the "Total Fare Payable" screen and try again.

With Credit Cards, the sum of the "Total Fare" plus the "Service Fee" is shown as "Fare Charged", obviously there is no payment to collect from the passenger, the full amount is charged.

- There is provision to charge the non-subsidy amount (TM transactions) for account customers. Hit the "*" key on the numeric keypad, and this flags the stored record as an account job. It is then up to your office software to tie the card number to the appropriate customer's account.
Note. Meters with firmware rev. 1100 and higher display confirmation of the transaction storage, whether "Subsidy", "Credit" or "Charge" Card transaction, eg "Subsidy Transaction Stored". Should the Yellow button be hit to revert to a previous screen, the message "Transaction discarded" is displayed.
. If the card has expired the meter will tell you. If the meter doesn't recognise the card issuer it will not accept it. Either get verification and enter the number manually or decline it.

- In the event that the swipe card is damaged such that it cannot be read, the card number can be entered manually using the numeric keypad. The meter cannot check the card's validity if the card's number is entered by hand. It's up to you to ensure the card is valid, not expired and that the number has been entered correctly. At the "Total Fare"

screen select "Card" button, then enter the number as shown above. T.M. cards have 19 digits, all must be entered. Once the number has been entered hit the appropriate button for the type of card. ('Spec.' for TM cards). The meter will then switch to show service fee, discount or subsidy, as described above (or No. of TM Passengers).
If you make a mistake, no problem, the left hand yellow button, labeled "Prev" will return you to the "Total Fare Payable" screen, also the arrow keys allow you to move the curser to change numbers entered incorrectly.
If you are going to handle plastic payment cards, you will need to make sure a Memory Card is plugged into your meter. For your convenience the meter has been configured so that it will not work until the card is fitted. Where meters are connected to the RF Network, live transactions can be transmitted back to the office thus the 'memory card' is not essential, but does provide a valuable backup.

MEMORY CARDS

The Memory Card should plug in with the minimum of force, a positive click will be felt if all is well. To reduce the likely-hood of data corruption always make sure the meter is OFF (ie blank screen), before plugging in or removing the memory card. Align the card with the front right corner of the meter with the card's printed side facing you as shown .
The meter will detect the card's presence and allow the meter to start. At this point the meter's shift totals will be reset back to zero and the card will be automatically stamped with your cab number (this is programmed into your meter). All payment card transactions will then be saved to the Memory Card.
At appropriate intervals (fortnightly or monthly) the Memory Card should be removed and taken to the office for processing and exchange. The card contains "electronic money", if you loose it, you loose your records which means you cannot be paid! The removal of the card is detected by the meter, if a printer is attached a summary of all transactions for the period since the card was inserted(the shift) will be printed. If no printer is fitted it may be a good idea to read the "shift Totals" at this point, as they will be cleared by the insertion of the next Memory Card.