#### Enabling the IDTech M130 Device for use in PowerPay LE

#### Step 1:

Open your Dentrix Ledger or EasyDental Accounts Module, select a patient, and launch PowerPay.

#### Step 2:

When the PowerPay LE Interface opens, click the "SETUP" option in the bottom left corner. This should open the eSync Interface directly to the *PowerPay LE Settings* page. If the eSync interface opens to a

different page, click the "Settings" icon denoted by the gear wheel in the upper right, then select PowerPay LE from the options on the left.

🥭 Pow	erPay LE - Doe	e, John	X	
Transactio	n Type		Amount	
Charg	je 🔻		\$	
Credit Ca	ard Information			
*Card Number		*Exp. Date		
First Nan	ne	MI	Last Name	
Print customer receipt? * Required Field				
<u>Setup</u>	Report	<u>Help</u>	Process Cancel	

### <u>Step 3:</u>

On the *PowerPay LE Settings Page*, locate and check the box for "Using ID Tech encrypted card swipe device". Once the box is checked, click "Save" at the bottom of the page. You can then click the "X" in the top right corner to close the eSync user interface.

<b>€</b> Sync	🙆 🛞 🕗 -	□ ×
Settings		Ô
Address Corrections	PowerPay LE Settings	
eCentral	*Store ID: monus12345	
	*API Token: ••••••••••••••••••••••••••••••••••••	
Notifications	*Practice Information (Name, Location, Phone):	
PowerPay LE	727 E Utah Valley Drive, # 500 American Fork, UT 84003 8017639300	
	Merchant Receipt Printer: HP LaserJet P4014/P40· 👻	
	Customer Receipt Printer: HP LaserJet P4014/P40'	
	✓ Print merchant receipt?	
	Check the Print Customer Receipt option by default?	
	Print the following footer information on receipt(s)?	
	Using ID TECH encrypted card swipe device? What's this?	
	Prompt for security code before processing Refund/Credit transactions? Change Security Code last modified -	
	*Required Field	
	Save Undo	
	1	
HENRY SCHEIN®		

If you have not yet connected, your IDTech M130 device, connect it to an available USB port on your PC. It is best practice to connect it directly to a USB port on the back of the PC. Connecting the device to USB ports on the monitor or USB Extenders/Hubs may result in the device not working properly.

# <u>Step 4:</u>

Close both PowerPay LE and the Dentrix Ledger or EasyDental Accounts Module and relaunch them to ensure that the settings apply appropriately.

You should now be ready to begin processing credit card transactions using the IDTech M130 and PowerPay LE.

## Note:

Should you need to process a transaction using a card that is not on site, you MUST enter the credit card information (number, expiration date, CVV code) on the keypad of the IDTech M130. It cannot be entered using the PC Keyboard.

## Enabling the IDTech M130 Device for use in PowerPay 5.0

# <u>Step 1:</u>

Open your Dentrix Ledger, select a patient, and launch PowerPay as you would normally.

# Step 2:

When PowerPay opens, select "SETUP" from the Control Panel Menu in the lower left.

🥏 PowerPay - (Doe, John)			x
<u>File</u> <u>Transactions</u> <u>Consents</u>	<u>R</u> eports	Actions Windows Help	
Transactions	\$	Home	×
Charge Credit Void Today's Transactions		Home     PowerPay Tasks     Oue Consents (0)     Active Consents with Expired Credit Cards (0)	 _
Consents Consents Process Due Consents	*	Constant Constan	
		Debit Summary Consent Summary	
C Generate Report	~		
Control Panel	*		
Status			

## Step 3:

PowerPay should open directly to the *Hardware* tab. If not, simply click the Hardware tab. On the Hardware setup menu, click the plus sign (+) to expand the "Card Reader" menu.

🖃 PowerPay - (Doe, John)				
<u>File Transactions Consents Repor</u>	rts <u>A</u> ctions Windows <u>H</u> elp			
Transactions 🏦	Home Setup ×			
Charge Credit Void Today's Transactions Search Transactions Consents Manage Consents Process Due Consents	Setup User Accounts Preferences Hardware   Report Printers  Receipt Printer HP Laser3et P4014/P4015 PCL6  Receipt Printer HP Laser3et P4014/P4015 PCL6  Receipt printer a Bixolon Samsung SRP-3507   Card Reader  +			
Reports     ♠	Couch Screen Device  Electronic Signature Pad  Required Reld Apply Cancel			
Control Panel				
Status				

### <u>Step 4:</u>

On the Card Reader menu, select the radio button for "ID TECH Encrypted Card Reader" and click "Apply" to save this setting. *Note:* If missing this option, you need a small PowerPay update. Please contact PowerPay Technical support to have this update applied.

-	PowerPay - (Doe, John)		
Eil	e <u>T</u> ransactions <u>C</u> onsents	<u>R</u> eports	Actions Windows Help
	Transactions	\$	Home Setup ×
	📁 Charge		Setup
	🧒 Credit		User Accounts   Preferences   Hardware
	🧔 Void 🚮 Today's Transactions		Printers
	Search Transactions		Card Reader
	Consents	\$	Keyboard/Mag Card Reader
	Manage Consents		COM Port   Data Bit 8  Timeout 1
	Process Due Consents		Baud Rate 9600 V Parity none V
	Paparte	\$	Touch Screen Device
		^	Lectronic Signature Pad
	Generate Report     Reprint Receipt		
		-	Required Held Apply Cancel
	Control Panel	\$	
	🎲 Home	_	
	Setup	_	
	Exit		
Sta	itus		

### Step 5 (Applies only to PC's that previously used an Ingenico PIN Pad device):

Click the (+) sign to expand the "Touch Screen Device" menu. Uncheck the "Use Touchscreen Device" option. Click "APPLY" to save the change.

PowerPay - (Doe, John)				
<u>File</u> <u>Transactions</u> <u>Consents</u>	<u>R</u> eports	Actions Windows Help		
Transactions	\$	Home Setup	×	
📁 Charge		Setup		
Void		Ser Accounts Preterences Pratowate	÷	
Search Transactions		Card Resder	+	
Consents	\$	CTouch Screen Device	<u> </u>	
Manage Consents Process Due Consents		Use Touchscreen Device     Ingenico iSC250       Require Electronic Signature for Charges     Ingenico Device Setup		
Reports	\$	Require Electronic Signature for Consents		
🚺 Generate Report 🍇 Reprint Receipt		Upload Forms Upload PowerPay forms to Touchscreen device. This could take several minutes Note: To upload forms again, power off/on device and restart PowerPay, then, "Upload Forms"		
Control Panel	*	Add Logo Add Practice Logo to Screensaver Note: Recommended size is 480 x 272 pixels.		
😵 Home		Lectronic Signature Pad	+	
X Exit		* Required Field Apply	Cancel	
Status				

## Step 6:

If you have not yet connected, your IDTech M130 device, connect it to an available USB port on your PC. It is best practice to connect it directly to a USB port on the back of the PC. Connecting the device to USB ports on the monitor or USB Extenders/Hubs may result in the device not working properly.

You should now be ready to begin processing credit card transactions using the IDTech M130 encrypted card reader and PowerPay 5.0

#### Note:

Should you need to process a transaction using a card that is not on site, you MUST enter the credit card information (number, expiration date, CVV code) on the keypad of the IDTech M130. It cannot be entered using the PC Keyboard. The IDTech keypad is only for Credit Card Information entry. It does not allow for entry of Debit Card PIN numbers.