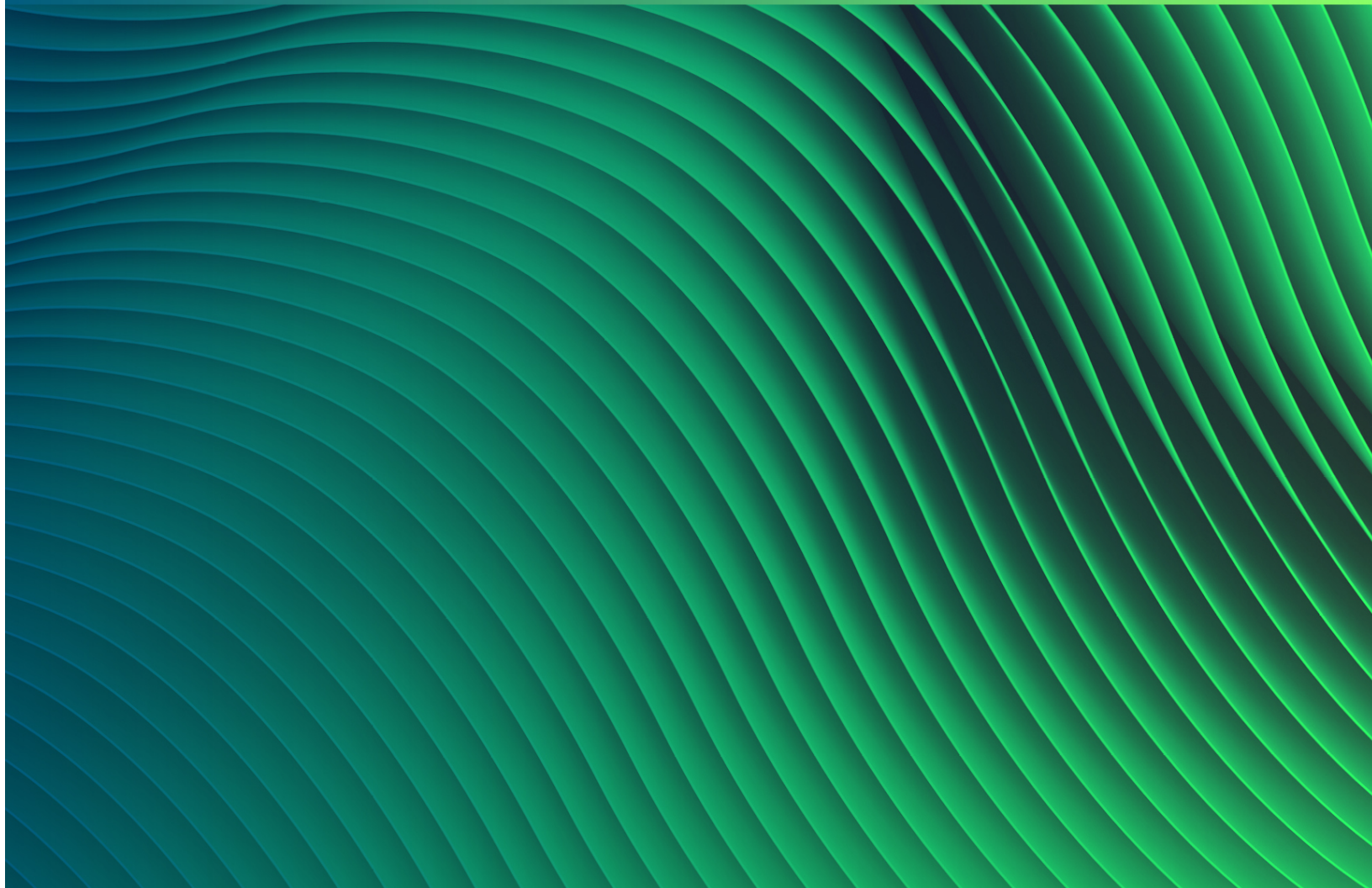




# **State Office Download Procedure for Broadband POS Devices**

Release Date: June 20, 2021



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# FIS State Office POS Broadband Download Procedures

## Verifone Vx520 Terminal

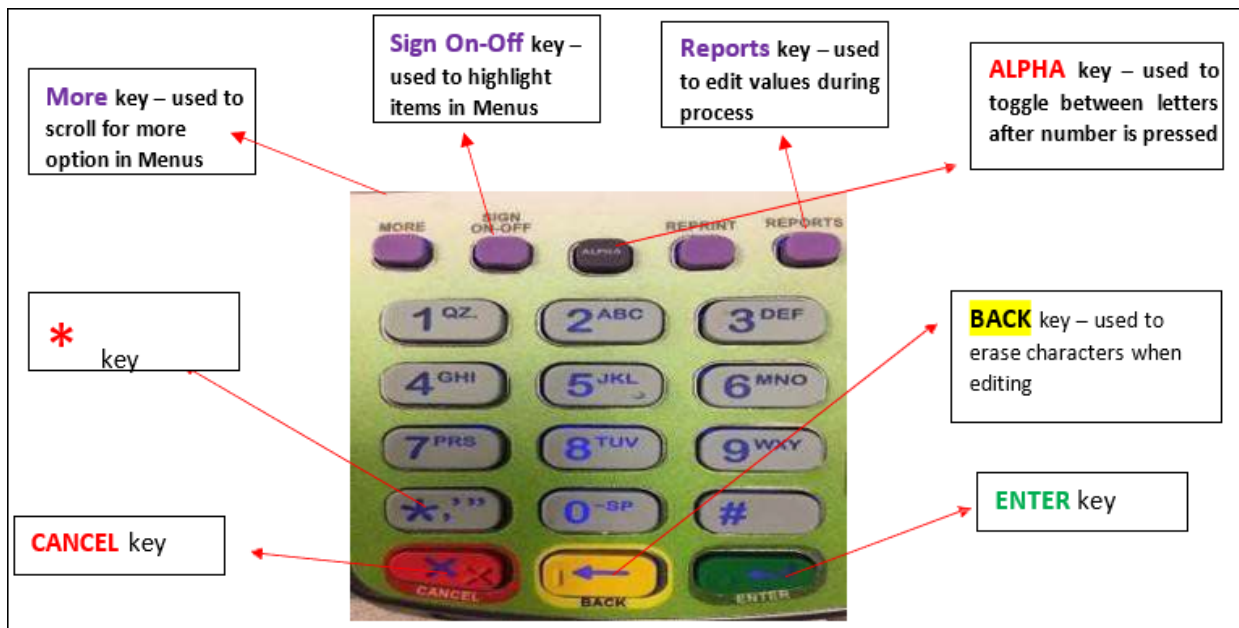
Before starting the download process for your FIS POS devices, there are some recommended steps to gather information and make the download process easier.

Prerequisite information before starting download procedures:

1. Keypad Display Reference
2. Application Needed
3. Terminal ID and Application ID for the Device

### Keypad Display Reference

The below diagram explains the usage of various buttons available in the POS device (Verifone VX 520 Terminal).

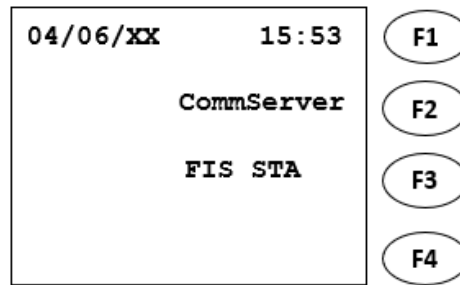


Keypad Display

### Application Needed

Application: **FIS State**

Download needed: **One Group ID 3 (GID3) Download**

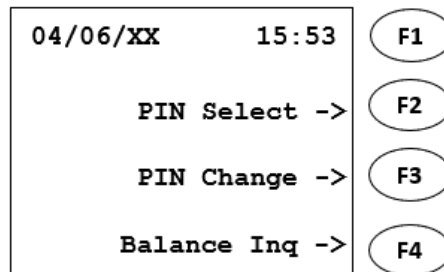


Application Menu: State

### Terminal ID and Application Name

Follow the steps below to find the Terminal ID and Application Name for your device.

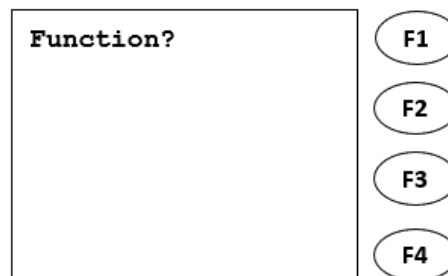
1. Start from the screen with transaction options and press **Enter**.



Transaction Options: State

2. The terminal displays **FUNCTION?**

Press the number **2** key and a Parameter Report should print on a receipt.

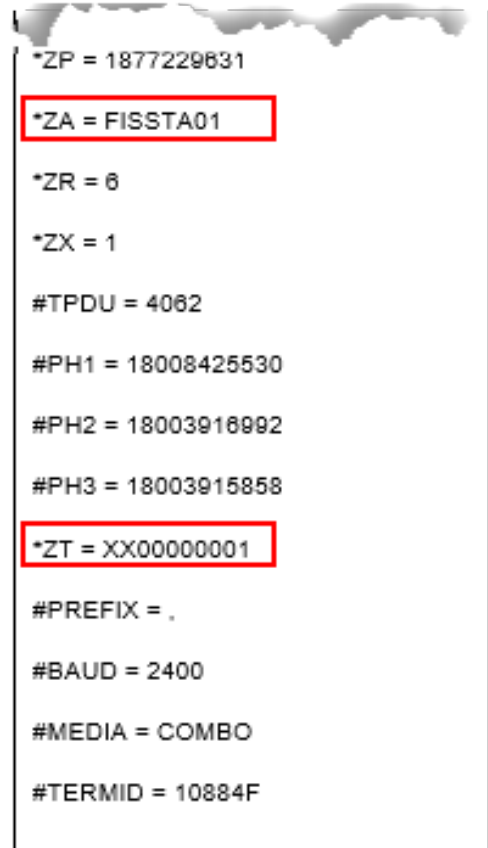


Select Function

3. Read the receipt and make a note of the following parameter values:

- \*ZA (Application Name)
- \*ZT (Terminal ID)

**Note:** The displayed receipt is for illustrative purposes. Your report will show \*ZA value with a value of **FISSTA01** and the \*ZT value with your terminal ID. What is printed on your receipt are the values you will use for your download. Only use the receipt in the documentation as an aid in finding your \*ZA and \*ZT values.

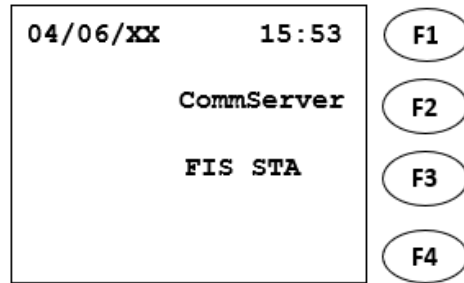


Parameter Report Receipt

### State Application Download Procedure (GID 3)

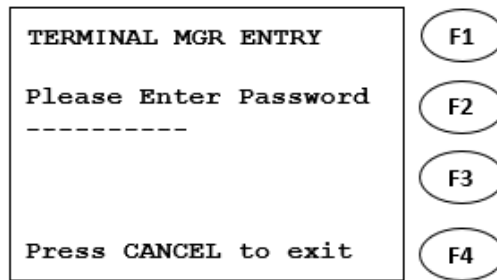
Follow the below steps to download the State application (GID 3).

1. Starting screen:



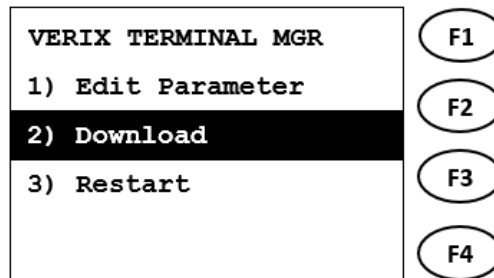
Application Menu: State

2. Press **Enter** and **7** simultaneously.
3. Enter the Password (**1 ALPHA ALPHA 66831**) and press **Enter**.



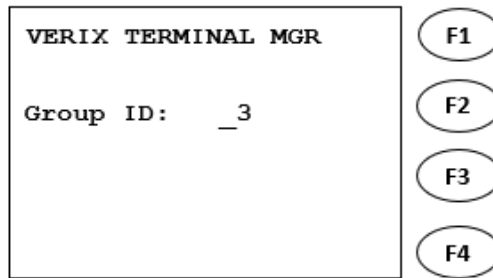
Terminal Manager: Enter Password

4. Select the **2) Download** option.



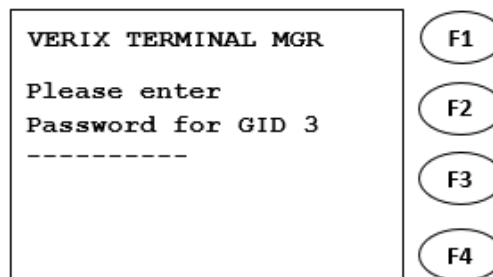
Terminal Manager: Download Option

- 5. Change Group ID to **\_3** by pressing the number **3** on the keypad and press **Enter**.



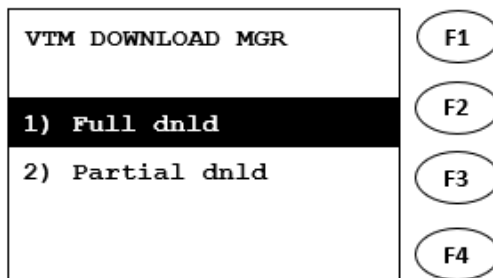
Terminal Manager: Change Group ID (\_3)

- 6. Enter the Password (**1 ALPHA ALPHA 66831**) and press **Enter**.



Terminal Manager: Enter Group Password

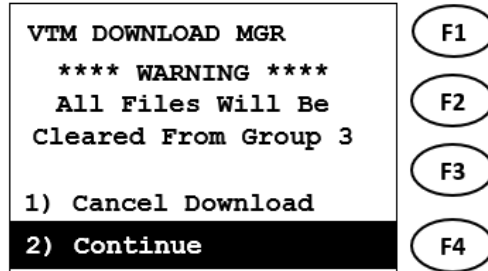
- 7. Select **1) Full dnld** option.



Download Manager: Select Full

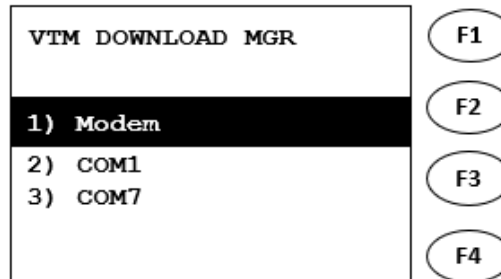
- 8. Select **2) Continue** option.

**IMPORTANT:** After selecting **2**, do not press the red **Cancel** button at any time during the remaining steps. At this time, the old application is cleared and the remaining steps must be followed to download the application and make it available.



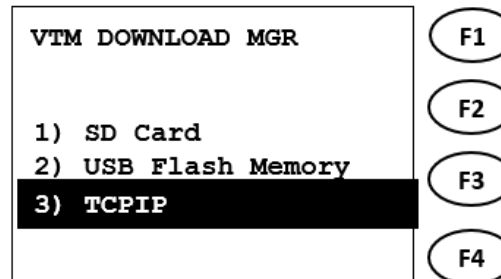
Download Manager: Select Continue

9. Press first purple key under the display (labeled **More**) to view more options.



Download Manager: Press More

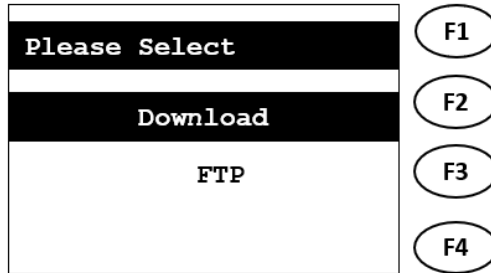
10. Select 3) **TCPIP** option.



Download Manager: Select TCPIP

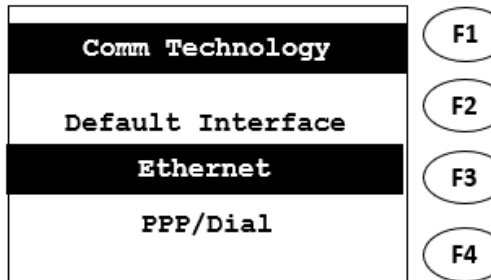


11. Press **Enter** on **Download**.



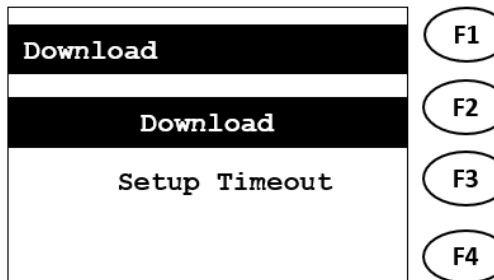
Select Download (FTP)

12. Select **Ethernet** by pressing the second purple key under the display (labeled **Sign On-Off**) and press **Enter**.



Comm Tech: Select Ethernet

13. Press **Enter** on **Download**.



Select Download (Setup Timeouts)

14. Enter **3** in **Group ID** text box and press **Enter**.

<b>Download</b>	F1
Group ID	F2
<input type="text" value="3"/>	F3
Range [1, 15]	F4

Download: Select Group ID (3)

15. Enter the Password (**1 ALPHA ALPHA 66831**) and press **Enter**.

<b>Download</b>	F1
Group ID Password	F2
<input type="text" value="*****"/>	F3
Length[0, 10]	F4

Download: Enter Group ID Password

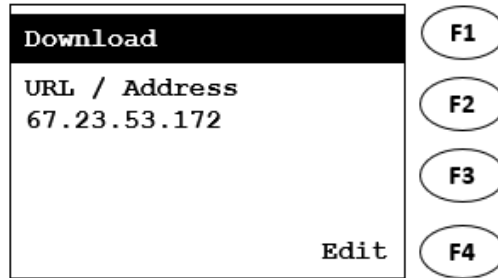
16. Select **Full** and press **Enter**.

<b>Download</b>	F1
<b>Full</b>	F2
Partial - Restart	F3
Partial - Resume	F4
Page 1/2	

Download: Select Full

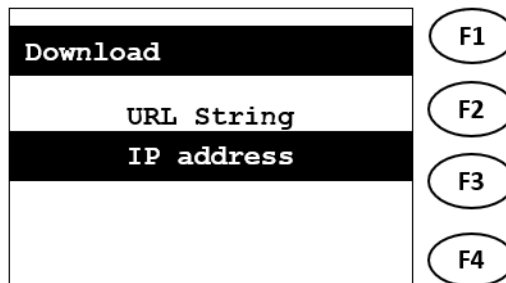
17. Verify **URL/Address** value matches one of the following:

- SSLGTWYD1.FNIS.COM
- SSLGTWYP1.FNIS.COM
- 67.23.53.172



Download: Verify URL

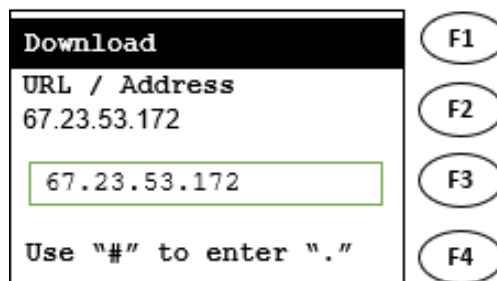
- 18. If the URL/address matches one of the values listed in step 17, press **Enter** and skip to step 22.
- 19. If the URL/address does not match one of the step 17 values, press the purple button under Edit (labeled **Reports**) to edit.
- 20. Press the down arrow key under the display (labeled **Sign On-Off**) to scroll down to IP address and press **Enter**.



Download: Edit IP Address

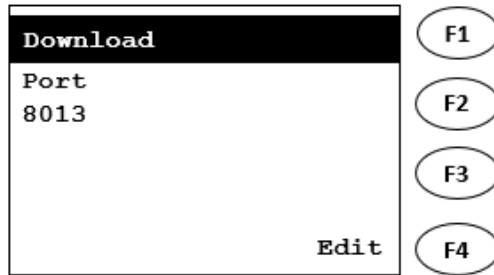
- 21. Enter the IP address **67.23.53.172** and press **Enter**.

\*To enter a decimal point ".", press the # key on the keypad



Download: Enter IP Address

22. Verify Port value is **8013**.



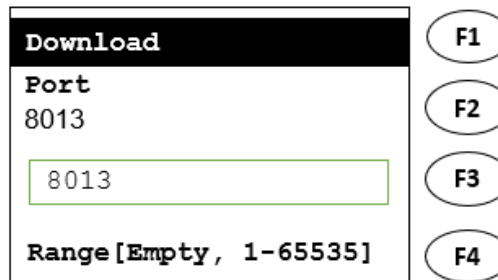
Download: Verify Port

23. If the Port value matches, press **Enter** and skip to step 26.

24. If the Port value does not match **8013**, press the key under Edit (labeled **Reports**) to change the value.

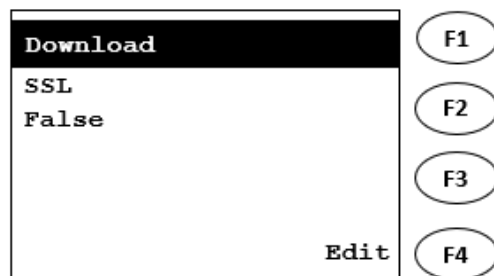
25. Enter Port value **8013** and press **Enter**.

\*Press the yellow back-arrow to remove any unwanted text.



Download: Edit Port

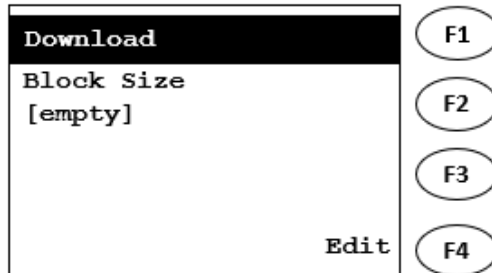
26. Press **Enter** to accept **SSL False**.



Download: SSL False

27. Press **Enter** on the screenshot given.

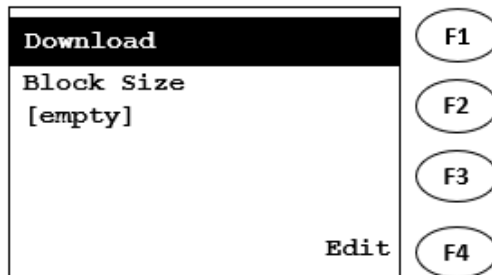
\*Values may differ from screenshot.



Download: Press Enter

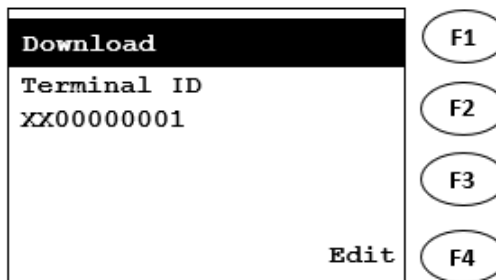
28. Press **Enter** on the screenshot given.

\*Values may differ from screenshot.



Download: Press Enter

29. Verify **Terminal ID** value matches the terminal information on your Parameter Report (MERCHANT TERM ID/\*ZT).



Download: Terminal ID

<b>FIS POS</b> 1234 CAPITAL DR ANYTOWN, ST 12345	
Terminal ID:	XX00000001
Merchant Term ID:	XX0001234
CLERK ID:	999
SEQUENCE NUMBER:	001
Date/Time:	08/17/20XX 11:34



**Download: Terminal ID Receipt**

30. If Terminal ID does match the values in previous step, press **Enter** and skip to step 33.
31. If the displayed Terminal ID does not match the \*ZT on your printed parameter report, press the **Edit** button under the display (labeled **Reports**) to edit.
32. Use the yellow backspace key below the numeric keypad to remove unwanted characters. Next, enter the **Terminal ID**. Consult the Parameter Report for the \*ZT terminal ID value. When finished, press **Enter**.

\*To enter letters, press the number containing the desired letter then press **Alpha** to scroll through the letter options.

For example, to enter E154615001 for the Terminal ID, enter the following:

3 ALPHA ALPHA 154615001

<b>Download</b>	F1
Terminal ID	F2
*****	F3
Length [1, 39]	F4

Download: Edit Terminal ID

33. Verify Application Name value is **FISSTA01**

\*This is the value for the Parameter \*ZA in the printed parameter report.

<b>Download</b>	F1
Application Name	F2
FISSTA01	F3
Edit	F4

Download: Verify Application Name

34. If Application Name matches the name (\*ZA value) in the previous step, press **Enter** and skip to step 37.

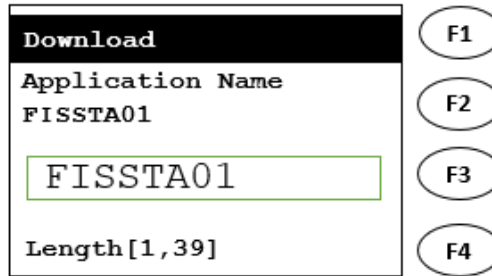
35. If Application Name does not match the name (\*ZA value) in step 33, press the **Edit** button (labeled **Reports**) to edit.

<b>Download</b>	F1
Application Name	F2
FISSTA01	F3
Edit	F4

Download: Verify Application Name

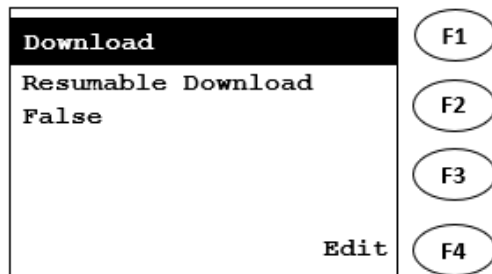
36. Enter the value following the format given in step 33 and press **Enter**.

\*To enter letters, press the number containing the desired letter then press **Alpha** to scroll through the letter options.



**Download: Edit Application Name**

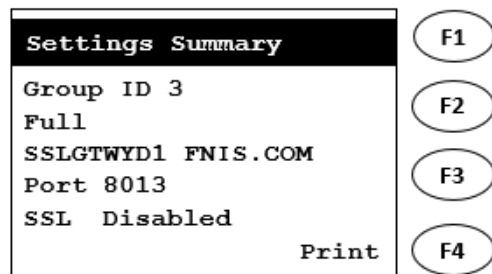
37. Press **Enter** to move past the Resumable Download screen.



**Download: Resumable Download**

38. Press **Enter** with screen as shown in the screenshot below (**Settings Summary**).

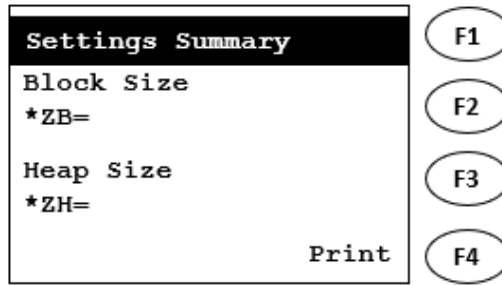
**IMPORTANT:** The Group ID listed must be 3. If it is a value other than 3, press the red **Cancel** button under the numeric display and repeat the download steps using **Group ID 3**.



**Settings Summary (Screen 1)**

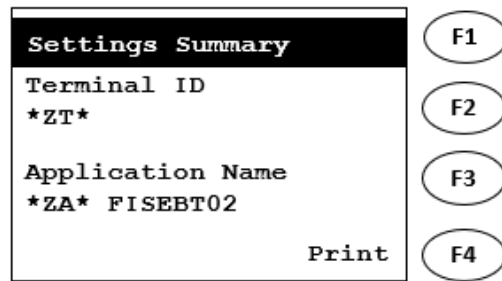


39. Press **Enter** with screen as shown in the screenshot below (**Settings Summary**).



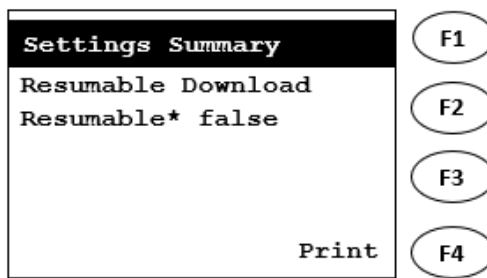
Settings Summary (Screen 2)

40. Press **Enter** with screen as shown in the screenshot below (**Settings Summary**).



Settings Summary (Screen 3)

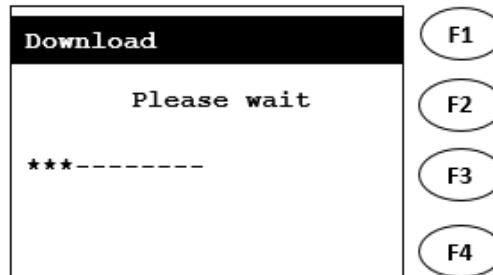
41. Press **Enter** with screen as shown in the screenshot below (**Settings Summary**).



Settings Summary (Screen 4)

42. **Download** will appear when the terminal begins downloading.

\*The dashes on the bottom of the screen will turn to \* as the download progresses.



**Download: In Progress**

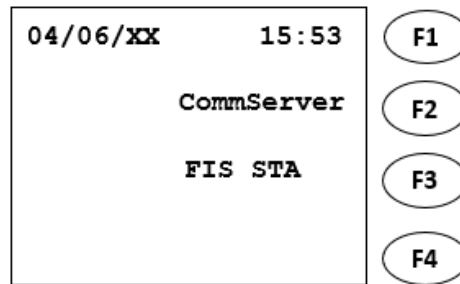
43. The terminal will automatically restart after the download completes.

Wait until the terminal prints a configuration report. Your terminal is now ready for use.

44. After successful download, select FIS STA.

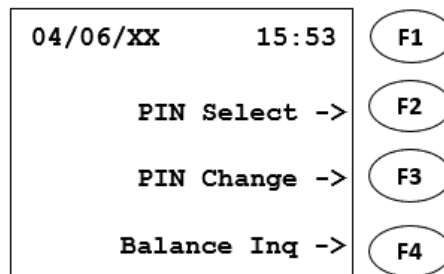
The terminal displays **CLOSED**. Sign-on using the **SIGN ON-OFF** purple key.

When the State menu is displayed, proceed to the next step to perform a communications test.



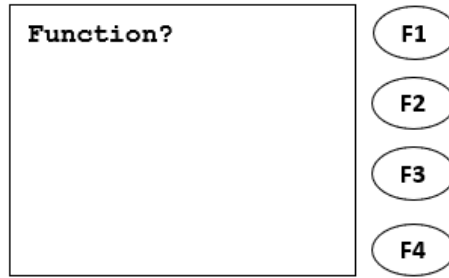
**Application Menu: State**

45. From Screen shown, press **Enter**.



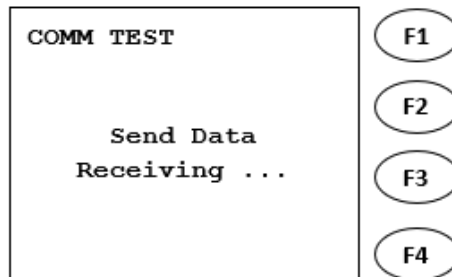
**Transaction Options: State**

46. The terminal displays **FUNCTION?**



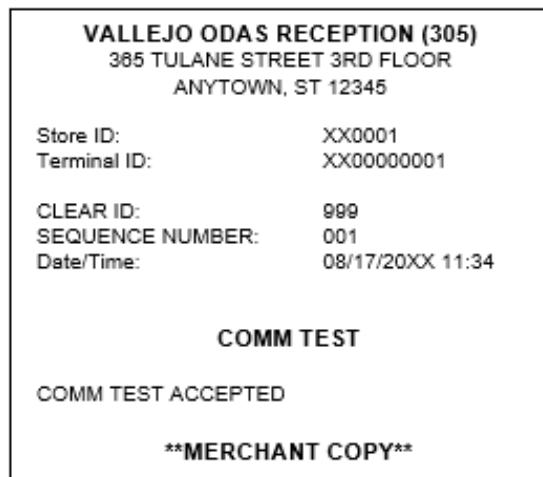
**Select Function**

47. Press the number **8** key.



**Comm Test: Send Data**

48. The terminal displays **Send Data, Receiving**, and prints a COMM TEST ACCEPTED receipt. If the terminal stays on Receiving for a long period of time, please contact our Help Desk.



**Comm Test: Receipt**