

# I5100 Phone Card Guide

## Accessing The Phone Card Options

1. From the main screen, press **F2**.
2. Press **2** to select **Now Prepay**.

## Selling A Phone Card

1. From the Welcome screen, press **OK**.
2. Press **1** to select **PREPAY**.
3. Enter the password **012345** and press **OK**.
4. Using the **F1** and **F2** keys to scroll through the menu, press the number key of the option you want.
5. Once in the submenu, use the **F1** and **F2** keys to scroll through the menu options and press the number key of the option you want.
6. Press the number key for the card amount you wish to sell.

## Accessing The Reporting Options

1. From the Welcome screen, press **ADMIN**.
2. Press **2** to select **REPORTS**.
3. Enter the password **543210** and press **OK**.
4. When prompted to change to password, press **F3** to select **NO**.

## End of Day Report

1. Press **1** to select **END OF DAY**. This will print a report of phone cards sold for the current day.

## Detailed Transaction Report

1. Press **2** to select **DETAILED TRANS**.
2. Enter the start date for the range of days you wish to report on and press **OK**.
3. Enter the time of day you wish to start from and press **OK**.
4. Enter the end date for the range of days and press **OK**.
5. Enter the time of day your wish your report to end on and press **OK**.