



Tap to Phone Setup Guide

CONFIDENTIAL: This Confidential deck contains confidential information that is proprietary to SoftPoint. The deck is not to be read by the recipient nor disseminated beyond the recipient without the express understanding and agreement that all information contained herein is confidential and the recipient and any subsequent recipient will treat it as confidential and proprietary to SoftPoint. By further reading this Confidential deck the reader agrees that he or she will not, directly or indirectly, disclose or permit their agents, representatives, employees, officers, directors or affiliates to disclose any of the information contained herein and they will use this Confidential deck and any related information only to further evaluate a potential investment in SoftPoint and for no other purpose. The recipient further agrees not to pass on or provide copies of this Confidential deck to any other person or party without the express written consent of SoftPoint.

Table of Contents

Introduction	3
Download	4
Installation and Phone Setup	6
Initial Cybersource Setup	13

Introduction

This text will go over how to setup a brand new Tap to Phone (TTP) application through SoftPoint.

The SoftPoint Tap to Phone supports the following features:

- Simple payments, ordering, quick service, and simple table service
- Guest Look Up
- Receipts
- Refunds and Discounts
- Cash transactions

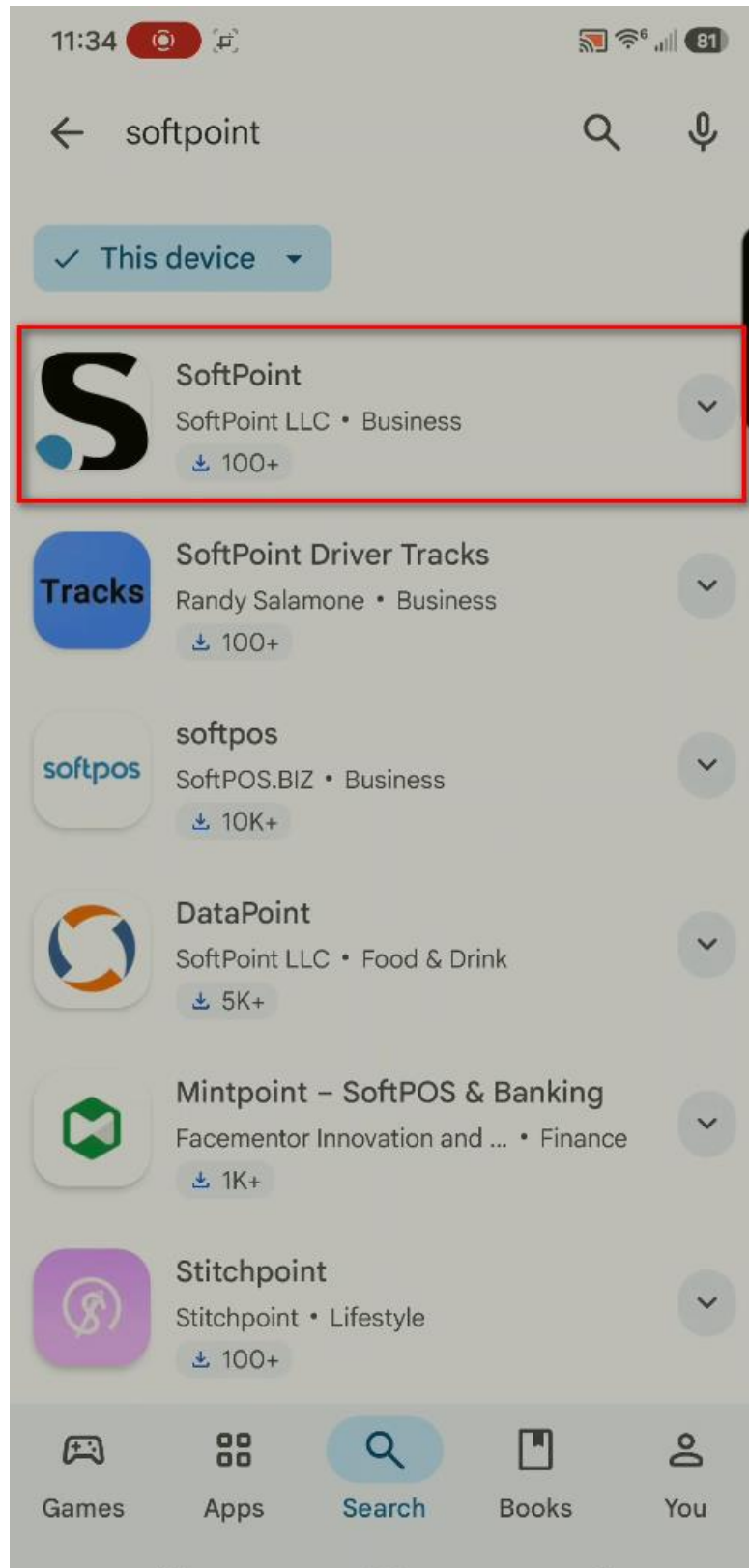
The following phones are supported:

- **Google Pixel 7** or above
- **Samsung Galaxy S20** to **S24**

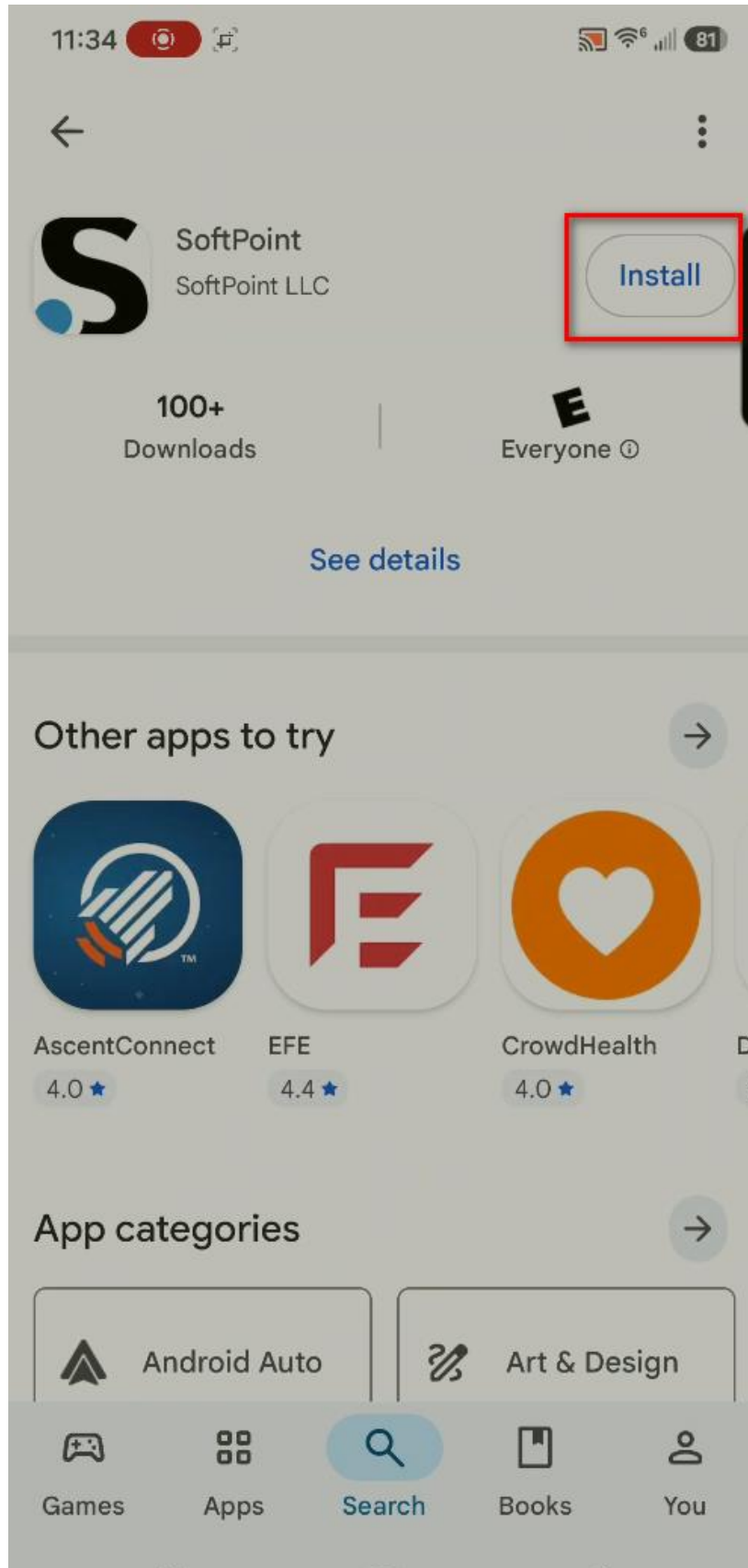
Any other Android-based phones that are not included in the above list, SoftPoint does not provide official support, and users will proceed at their own risk.

Download

On your phone, head to the Google Play Store. Once you are in the Google Play Store, search for SoftPoint.

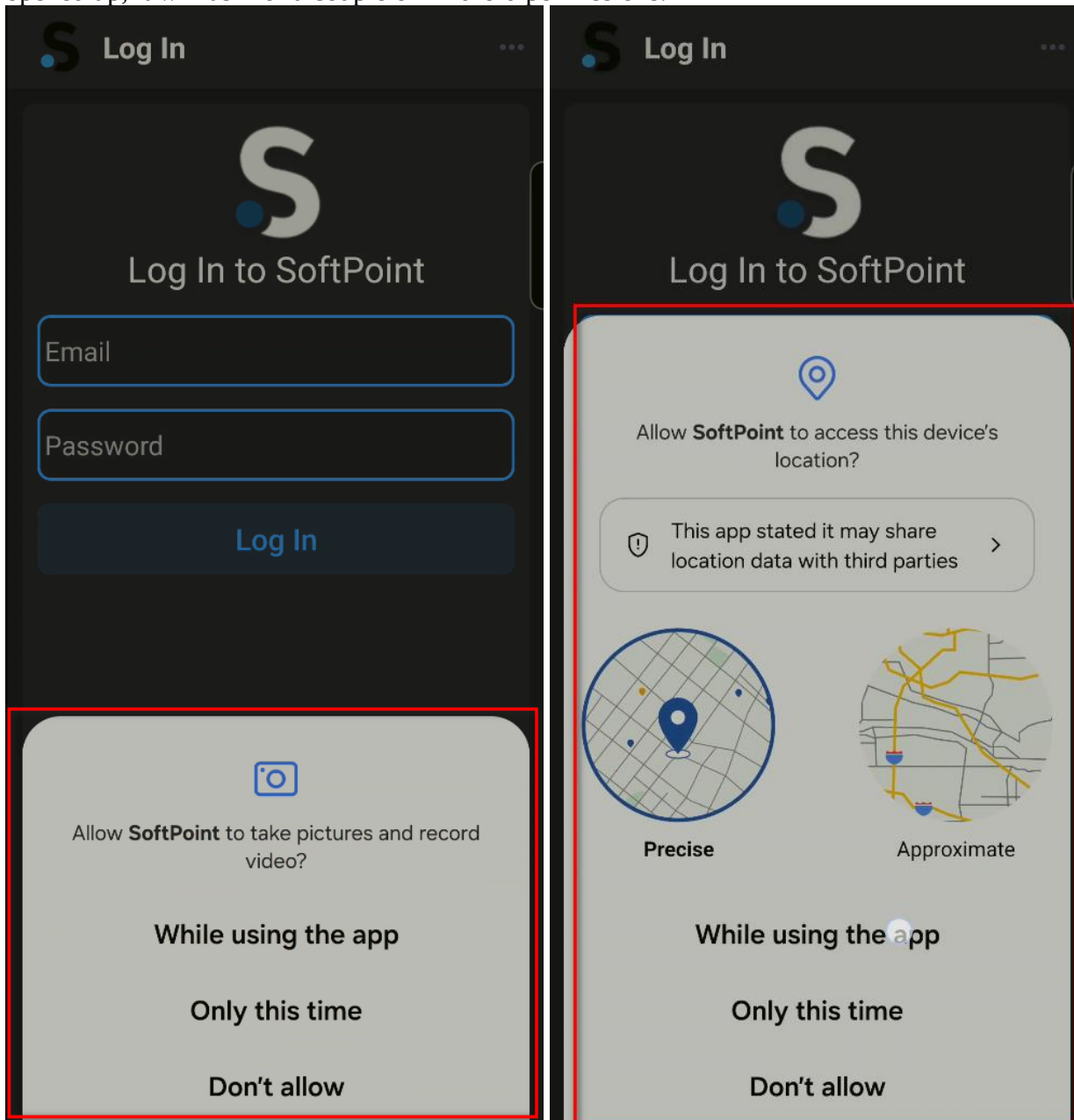


Once you select the application, then install it.



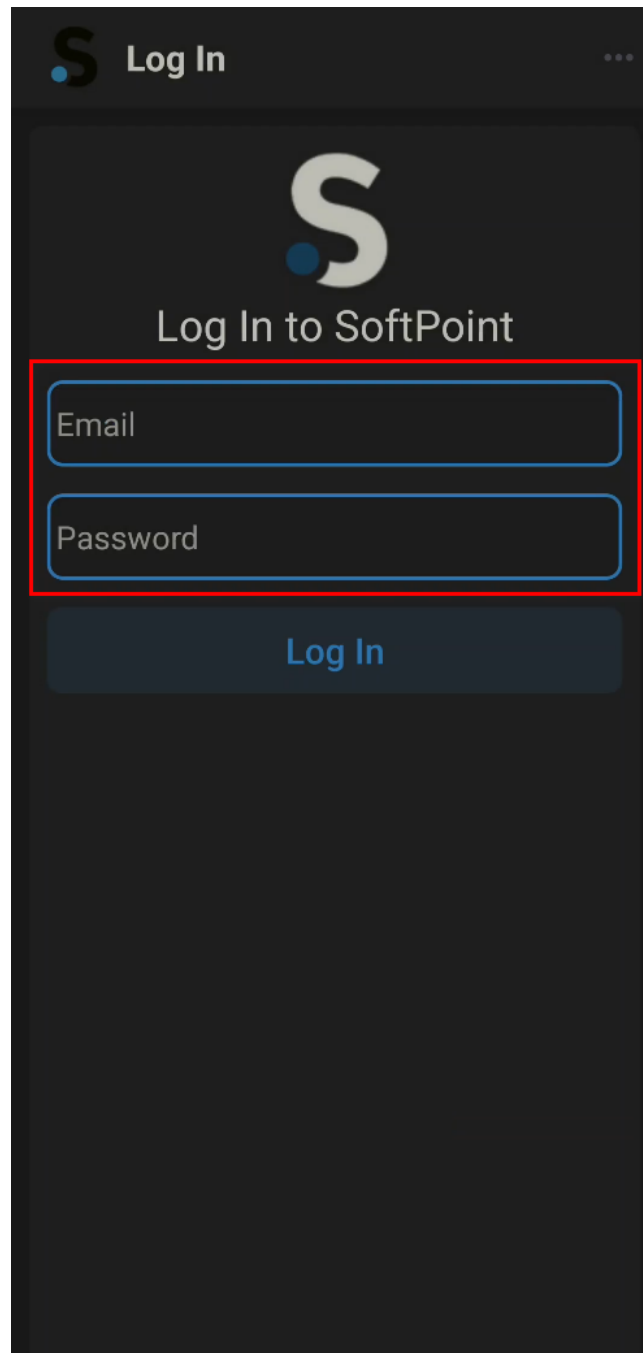
Installation and Phone Setup

Once the SoftPoint application has been installed, you can then open it up. Once the application is opened up, it will ask for a couple of Android permissions.



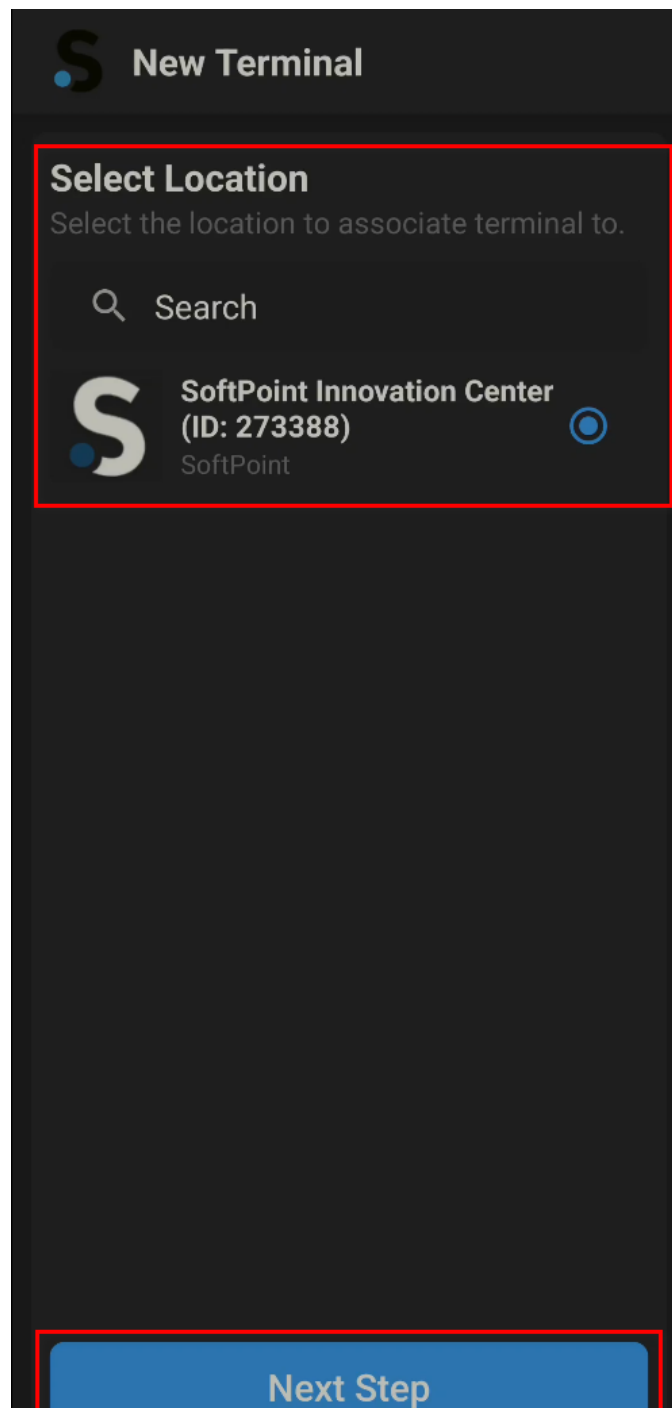
Select on both “**While using the app**”.

Then the application will bring up a login screen to SoftPoint. The Email and Password used to login will be the same login for the SoftPoint Dashboard. To access the SoftPoint Dashboard it will be found at dashboard.softpoint.io

A screenshot of the SoftPoint mobile application's login screen. The screen has a dark background. At the top left is the SoftPoint logo (a stylized 'S' with a blue dot) followed by the text 'Log In'. In the center is a large white 'S' logo with the text 'Log In to SoftPoint' below it. Below the text are two input fields: 'Email' and 'Password', both with blue borders. A red rectangular box highlights these two input fields. Below the input fields is a dark blue button with the text 'Log In' in white. At the top right of the screen, there are three small white dots.

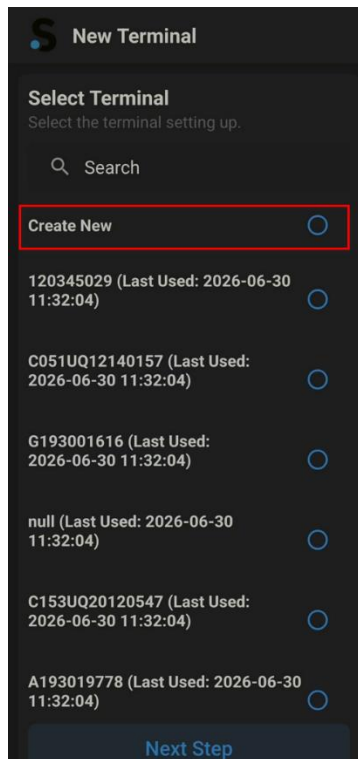
Once you put in the information to log into your SoftPoint Dashboard, you can then select 'Log In'.

After logging in, you will see all locations that your user has access to in the SoftPoint Dashboard. From here, you can select the location that you will be setting the phone up for TTP.

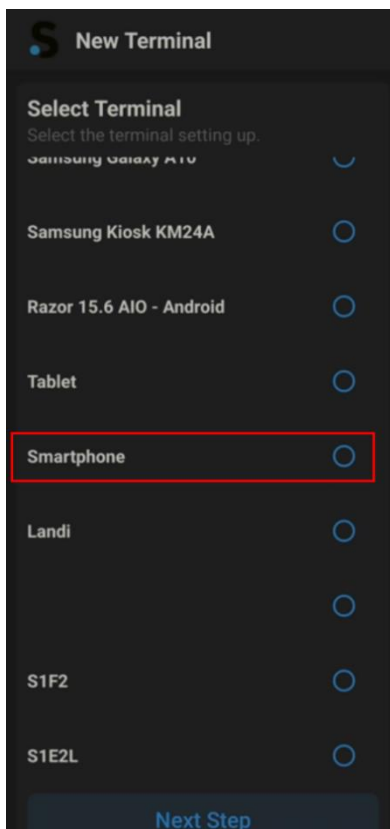


Once the location is selected you will then select Next Step.

The next step of the install is to setup your phone terminal. In the 'Select Terminal' you will select Create New:



In here, you will scroll down and select 'Smartphone'.



As you are creating the terminal, you will be required to fill out the following information:

- **Serial Number:** This can be the phones actual SN, or can be a unique set of numbers.
- **Taking cash on this Terminal:** This can be set to be allowed to take cash or not

The other option is optional:

- **Terminal Name:** This can be a name that you will see on the list of terminals previously and can be used to identify as a certain person's phone.



New Terminal

Create Terminal

Enter terminal information.

Smartphone

Serial Number*

Terminal Name

Taking cash on this Terminal?*

Next Step



New Terminal

Create Terminal

Enter terminal information.

Smartphone

TTPDevice

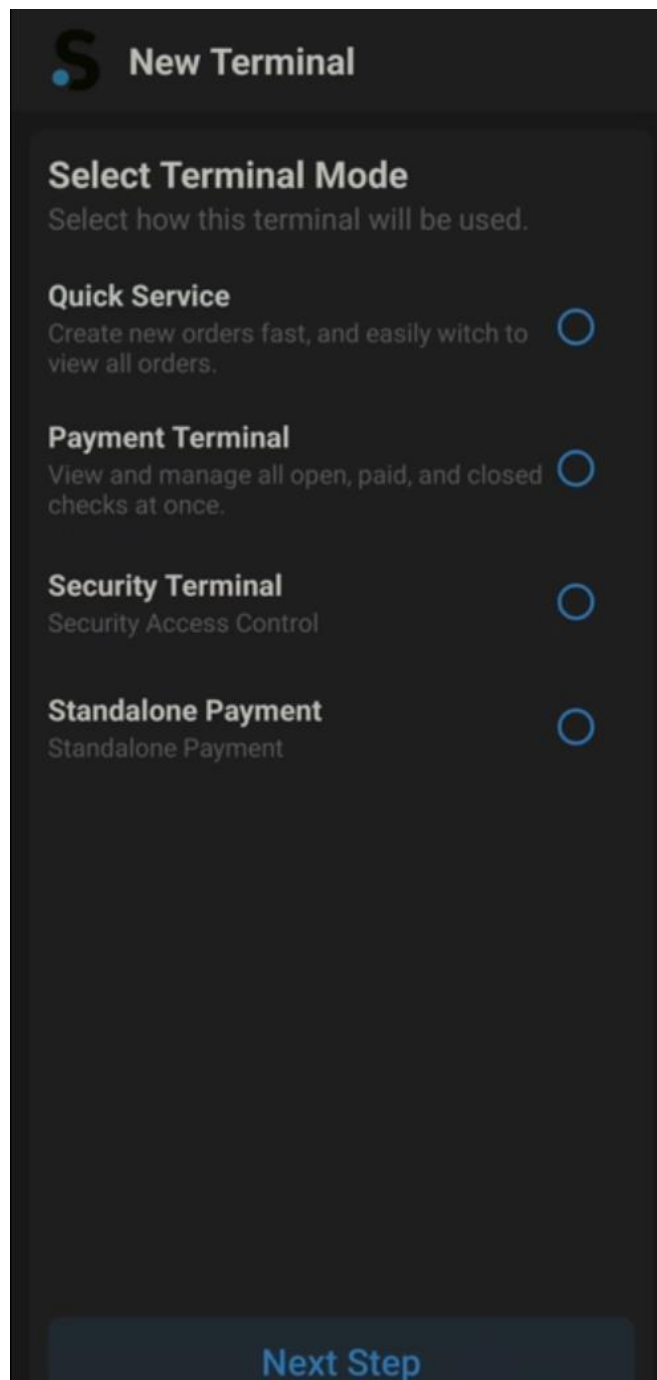
Beckett's Phone

Yes

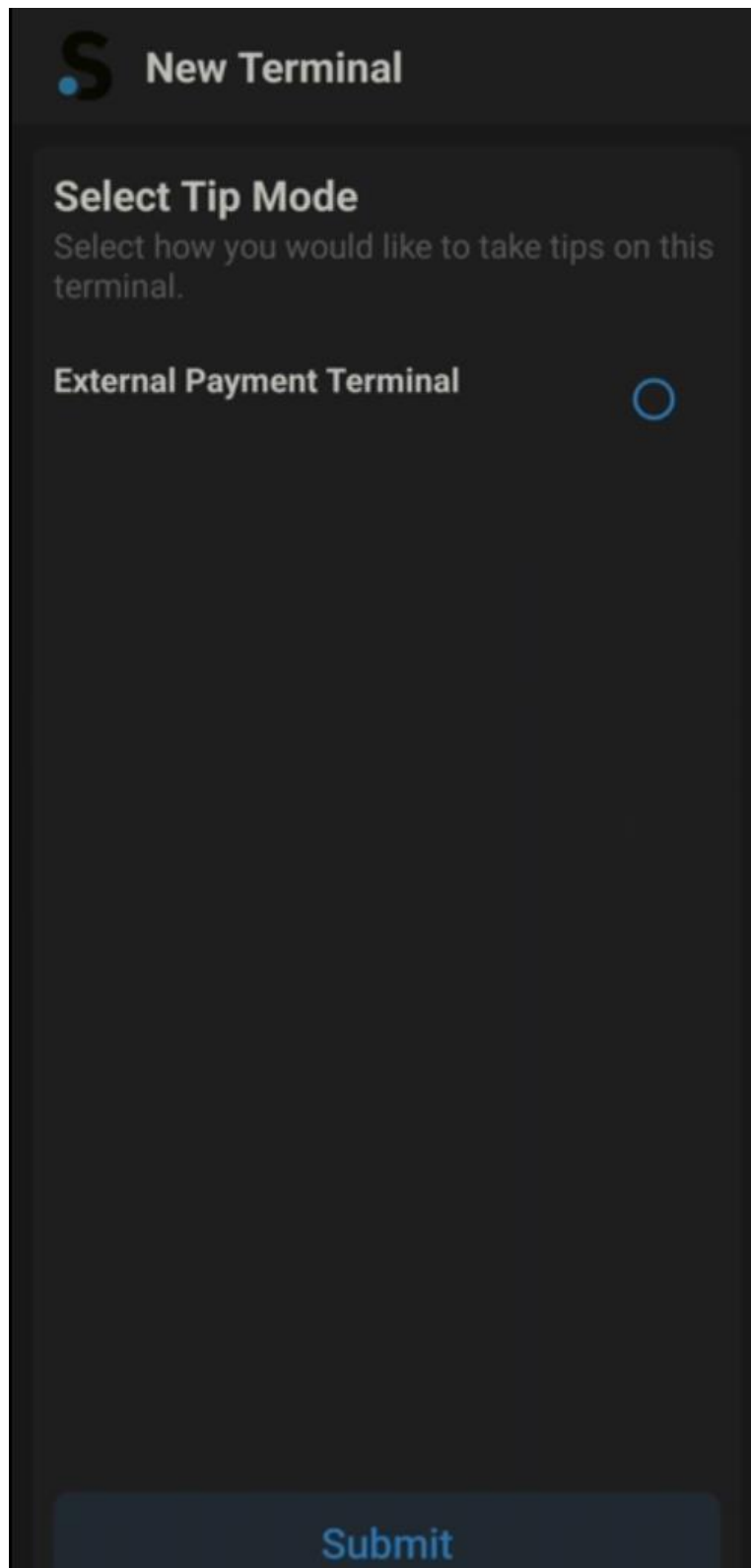
Next Step

After creating the terminal, you can then select to set it up as several different options:

- **Quick Service:** This allows you to set the phone in a quick service mode where it will automatically open to the menu and move to a new ticket after payment has been made.
- **Payment Terminal:** This allows you to have the phone act like a more traditional terminal where it will open up to the tickets page, and allow you to switch between multiple tickets seamlessly.
- **Security Terminal:** This will have the phone only setup to do biometric checks and login.
- **Standalone Payment:** The phone will only be set to take payments that are not attached to any ticket.



Finally, you will then select the Tip Mode for the phone, which will only just have one option: External Payment Terminal.

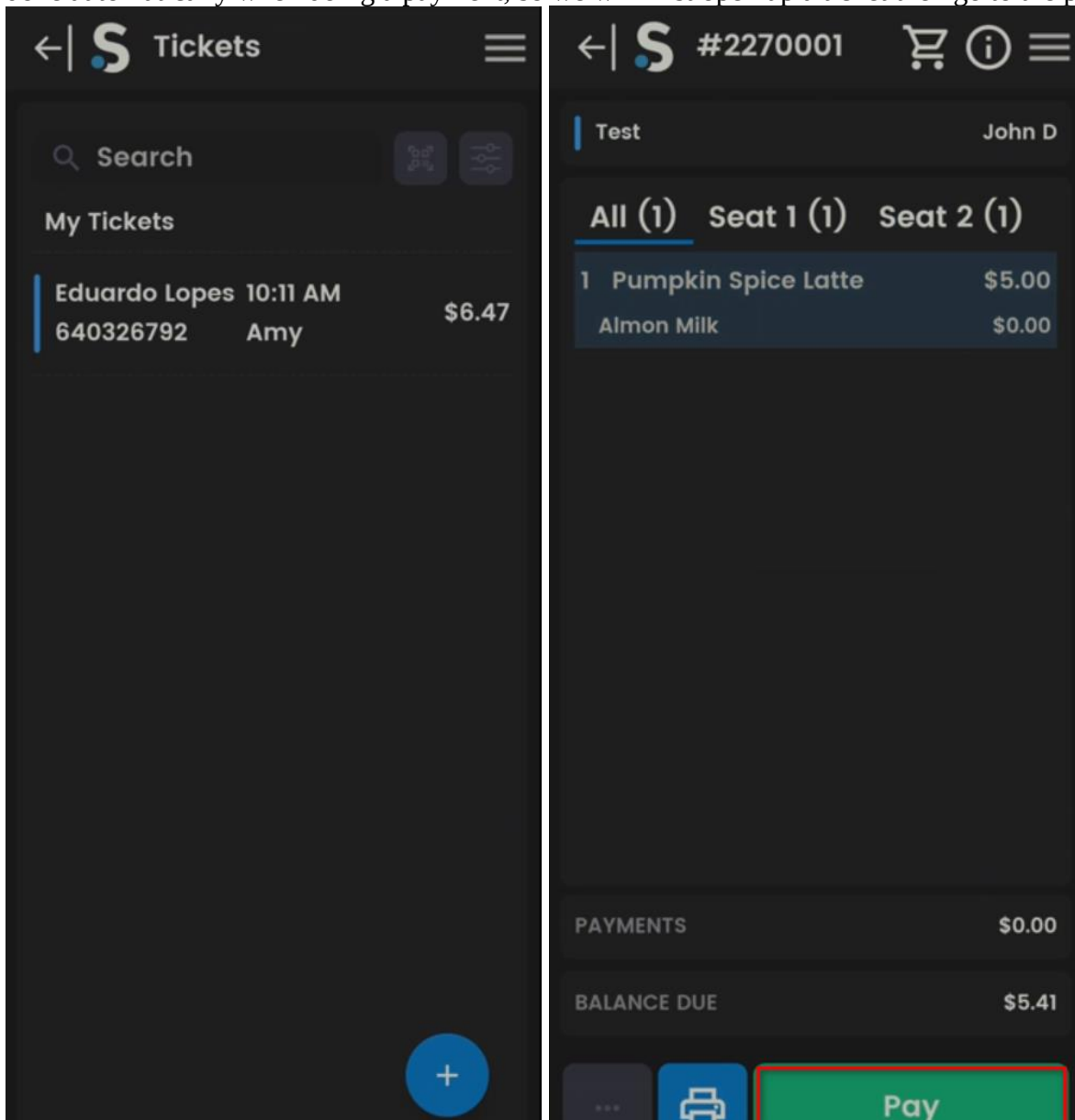


The screenshot shows a mobile application interface for setting up a new terminal. At the top, there is a header with a stylized 'S' logo and the text 'New Terminal'. Below this, a section titled 'Select Tip Mode' contains the instruction 'Select how you would like to take tips on this terminal.' Underneath, there is a single option labeled 'External Payment Terminal' with a blue radio button to its right. At the bottom of the screen, there is a blue button labeled 'Submit'.

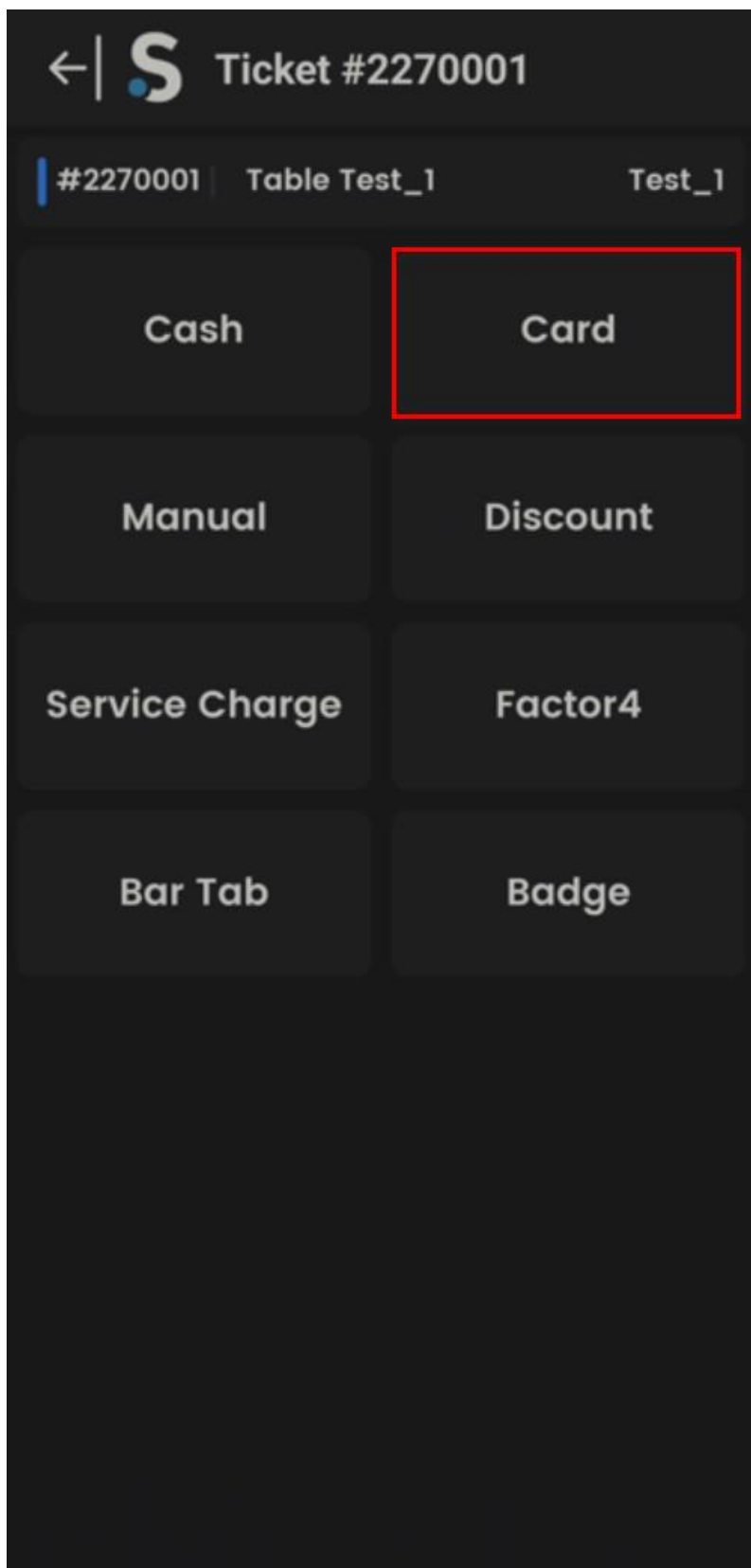
After that, the phone will be fully setup on SoftPoint side.

Initial Cybersource Setup

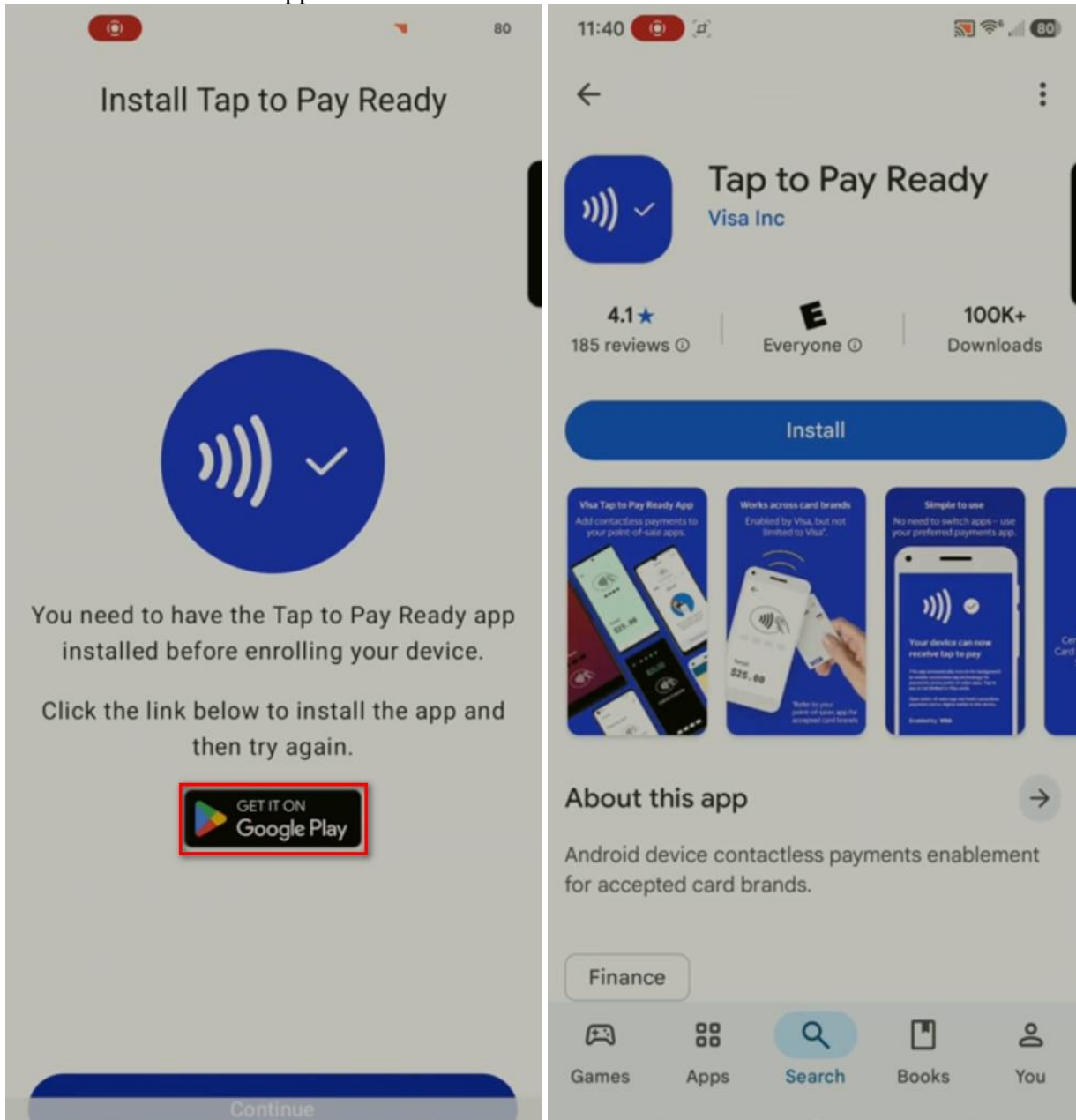
After the phone has been setup on SoftPoint, we need to enroll the phone into Cybersource. This will be done automatically when doing a payment, so we will first open up a ticket then go to the pay.



On the 'Pay' screen, we will select 'Card'.

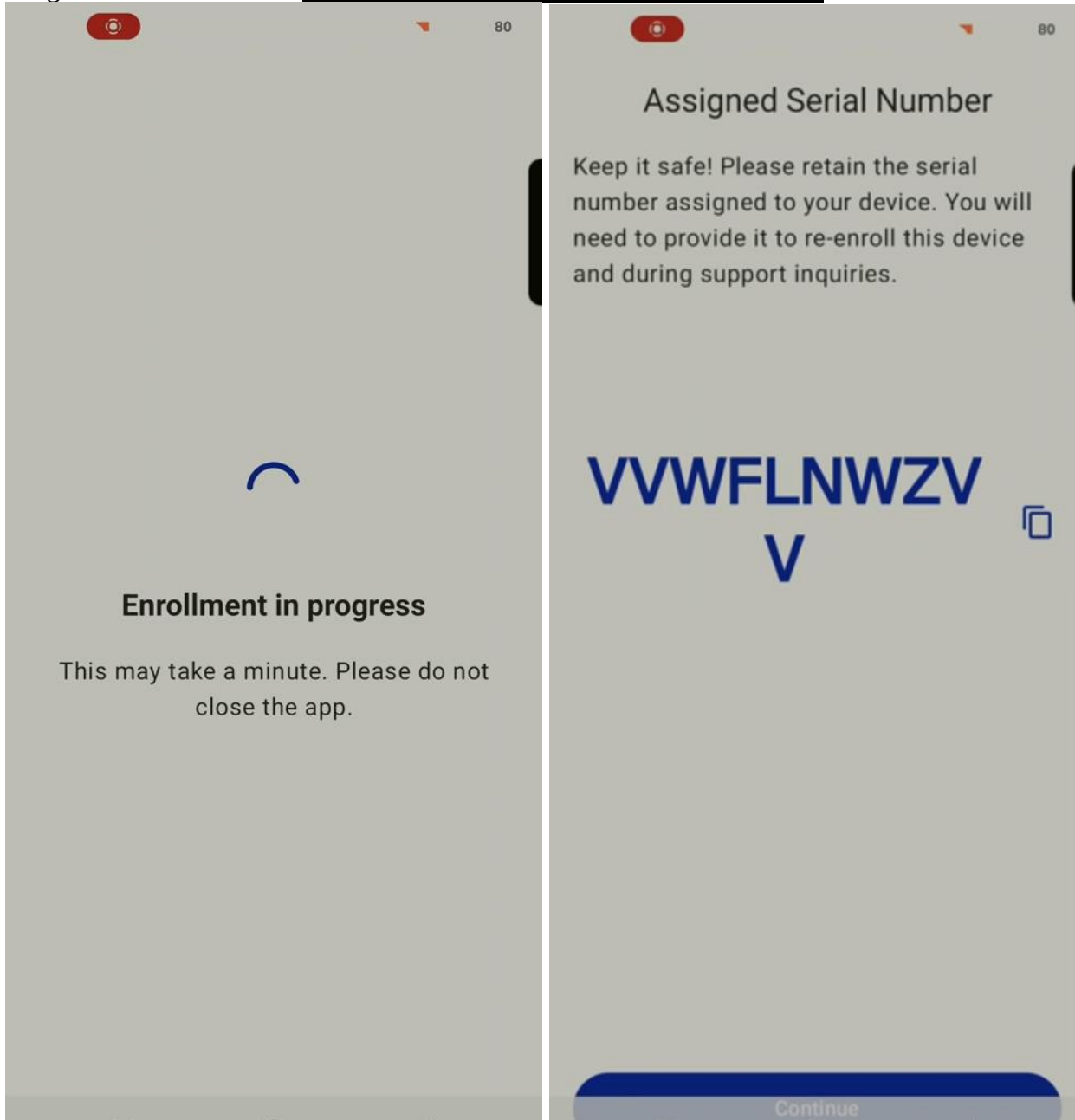


After selecting card, we will then be prompted to install Visa Tap to Pay Ready app. Select the link on the screen to install the application.

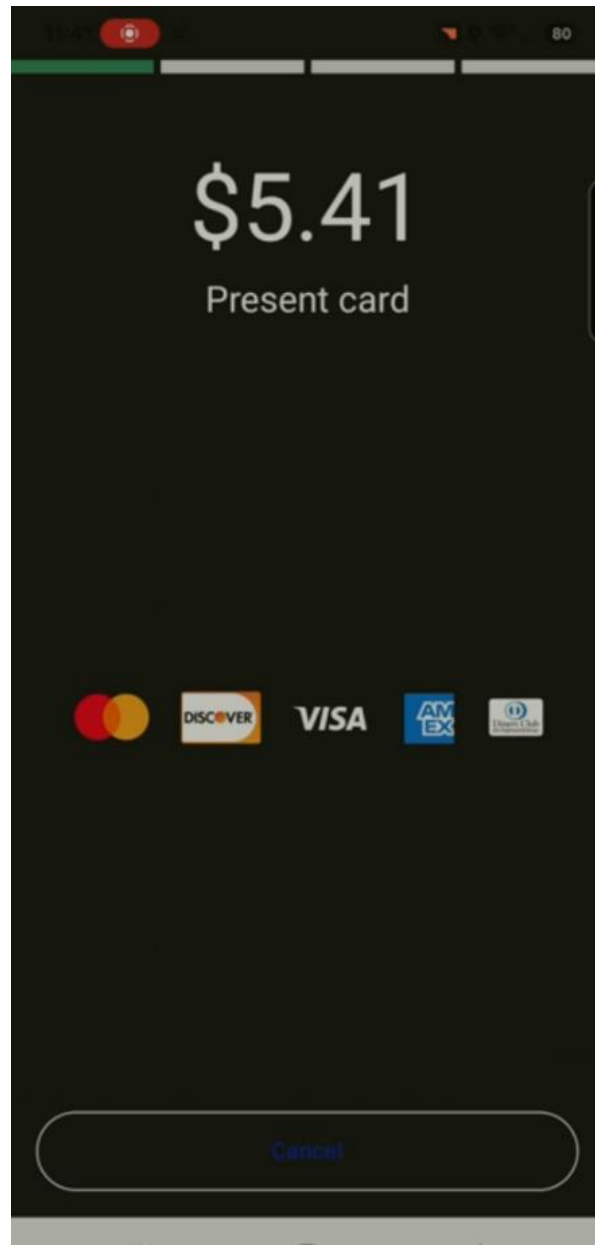


After the application is installed, you will be brought back and can select 'Continue'.

The device, will then go through the enrollment process on Visa's side. Once done you will then be assigned a Serial Number. **You will not need to save the Serial Number.**



Now you are all setup to take any card and cash payments on your phone!



To reach out to support for any issues or trouble, you can reach us at the following:

Email: support@softpoint.io

Phone: +1 (480) 745-3049 ext 2.



SoftPoint LLC
8924 E. Pinnacle Peak Rd,
Suite G586