OH! LOTTERY®

PHOTON QUICK REFERENCE GUIDE

SIGNING ON/OFF

Sign on - Enter 5-digit User Number plus password

Sign off - Return to the Utilities tab and touch the **Sign Off** button. When the confirmation message displays, touch **OK** to confirm

SELLING DRAW GAMES AND EZPLAY ®

By selecting the game logo you will enter the main game screen. You can either select your players numbers/draws/bet types or select **AP**

By selecting AutoPick (AP), numbers are automatically selected. Hitting **SEND** will add the ticket to the shopping cart

Selecting one of the **Quick Pick** buttons will automatically add that ticket type to the shopping cart

SELLING INSTANT TICKETS

Scan the barcode on the back of each instant ticket using the camera or hand scanner. The "Buy Instant Ticket" pop up will appear.

If 1 ticket is being purchased, scan the same barcode again and select **ADD INSTANT TICKET** to add to the shopping cart

If more than 1 of the same ticket is being purchased, scan the first ticket and the last ticket

USING A BETCARD

Place the completed betcard on the scanner tray with the numbers facing up.
If the betcard is correctly filled out, the ticket automatically moves to the shopping cart
If the betcard is filled out incorrectly, an error message displays
Edit - edit the playslip error
Drop - cancel the transaction and return the betcard to the customer to correct

It is preferred to fill out the betcards using a PEN with black ink

SHOPPING CART

All ticket purchases are sent to the shopping cart.
Expand the cart to edit tickets (purple arrows) and then tap on the ticket you wish to edit
Selecting the ⊗ will delete a ticket from the cart
! next to a ticket is a warning the ticket is not cancellable

Clear Cart - Empties the cart
Buy All Cash - Print tickets and collect cash
Buy All Credit/Debit - Once payment is authorized, tickets will print

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PURCHASING WITH CASH

Once tickets are in the shopping cart, confirm total, select **BUY ALL CASH**
Tickets and receipt will print once this button has been selected, collect cash

Tickets: 3   Total: $21.00

BUY CREDIT/DEBIT   **CLEAR CART**   **BUY ALL CASH**

PURCHASING WITH CREDIT/DEBIT

Buy Credit/Debit   Exit

Total:
$21.00

Cash to Collect
$0.00

New Pinpad Amount
$0.00

7	8	9
4	5	6
1	2	3
←	0	CLR

Submit

Once tickets are in the shopping cart, confirm total, select **BUY CREDIT/DEBIT**
The Buy Credit/Debit pop up will appear
If the customer wants to use card for the total, select **Submit**
If the customer wants to split between cash and card, fill in the appropriate amounts and select **Submit**
Customer follows instructions on the pinpad
Once payment is authorized, tickets and receipt will print

VALIDATING A TICKET

Place the ticket on the scanner tray for the camera to read
A confirmation screen may appear based on cashing limit, select **OK** to continue or the validation will automatically appear in the shopping cart
The validation will appear in the shopping cart as a negative amount
REDEEM ALL CASH will produce the validation voucher

You can add tickets to the shopping cart which will result in the net due amount either to the player or what they are still owed from their winnings
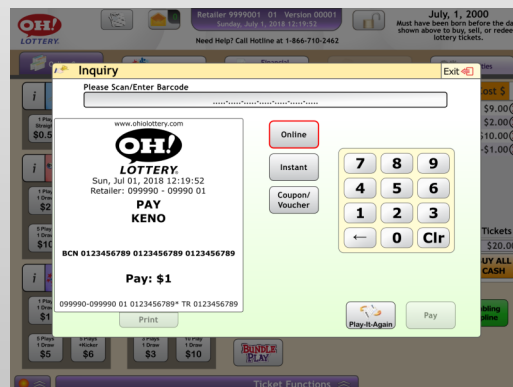**(Validations may still be made using the hand held scanner and bottom barcode on tickets)**

PLAY IT AGAIN

If you place a ticket underneath the camera scanner, it will attempt to validate first
The Inquiry screen will appear, if the ticket is a low tier winner (under $599.99) the validation will automatically place in the shopping cart
Selecting the Play-It-Again button will automatically add the ticket to the shopping cart

Scanning the **TOP** barcode on a ticket to play it again will automatically add the ticket to the shopping cart

Scanning a Pick 3, 4, or 5 ticket will prompt a play it again screen which allows for possible changes, Select **SEND**, ticket will be added to the shopping cart

HELP VIDEOS

There are training help videos located under the Utilities tab that can help with training new staff on using the Photon terminal. Topics include a variety of subjects from changing the printer paper to processing payments

NEED HELP? Call Intralot Hotline at 1-866-710-2462