1. Sign in as a manager.

2. Click 'Credit Cards'

		Sig	ned In: 1 Cowans
	Seat 0 No Order Type	ALL DAY Ready for	or your next entry
CONFIGURATOR	ASSIGN CASH DRAWER PAYROLL	IN CHECK TAX EXEMPT	SIGN OUT
Z MANAGER PROCEDURES	Previo	us Screen	OPERATIONS
VIEW REPORTS	DAILY BALANCE REPORT	WEEKLY LABOR REPORT	END OF DAY
1 2 3	4 5 6	7 8 9	0 . 00

3. Click 'Create Batch'.

Credit Card Batch Utility			
Create Edit Settle Reports	Exit		
Press the Create Batch button to create a new batch of credit card records			
	Create Batch		
As long as there is a batch it shows a batch has been created with x records			
Last Action: Create Batch, Created 0 batches with 0 total records	Cowans Cowans		

4. Click on the Settle button.

