

Enable Tip Report Printing at Settlement



Step 1

Go to www.online.valorpaytech.com and enter your login credentials.

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Password

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SIGN IN

VALOR
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Step 2

Navigate to **Device Management**.

Dashboard

User Management

Transactions

Virtual Terminal

Device Management

Engage My Customers

Promotions

Valor Shield RT

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My Tickets

My Setting

Reports

Downloads

MARS PAYMENTS

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Action

<input type="checkbox"/>	The Plantronix aaaaaaaa	EPI : 2127942667	VER : N/A	Processor : TSYS SIERRA	(875) 462-0807
Store : The Plantronix		DeviceName : Device3	DeviceType : ValorPos 110		
AppDownload : ENABLE DISABLE		ParamDownload : ENABLE DISABLE	V# / TID : 75021681		
Status : ACTIVE					
Assigned App Version : 1.2.57					
<input type="checkbox"/>	The Plantronix aaaaaaaa	EPI : 2121760180	VER : 1.0.0	Processor : TSYS SIERRA	(875) 462-0807
Store : The Plantronix#2		DeviceName : Device1	DeviceType : Virtual Terminal		
LastTxnDate : 01/18/22 12:41 AM		V# / TID : 75085081	Status : ACTIVE		
<input type="checkbox"/>	The Plantronix aaaaaaaa	EPI : 2127224027	VER : 1.0.0	Processor : TSYS SIERRA	(875) 462-0807
Store : The Plantronix		DeviceName : Device2	DeviceType : Virtual Terminal		
LastTxnDate : 09/07/22 01:52 AM		V# / TID : 75085022	Status : ACTIVE		
TAG1 : Karthi					
<input type="checkbox"/>	The Plantronix aaaaaaaa	EPI : 2127224027	VER : 1.0.0	Processor : EDR OMAHA	(875) 462-0807

Device Management

Step 3

Select the **Vertical Ellipsis** on the device associated with the **Merchant** you would like to edit. Select **Edit Parameters**.

The screenshot shows a list of devices for 'The Plantronix aaaaaaaa' merchant. Each device entry includes details like EPI, VER, Processor, and DeviceType. A vertical ellipsis menu is shown for the first device, with 'Edit Parameters' highlighted. A callout box labeled 'Edit Parameters' points to this option.

Device ID	EPI	VER	Processor	DeviceType
The Plantronix aaaaaaaa	2127942667	N/A	TSYS SIERRA	ValorPos 110
The Plantronix aaaaaaaa	2121760180	1.0.0	TSYS SIERRA	Virtual Terminal
The Plantronix aaaaaaaa	2127224027	1.0.0	TSYS SIERRA	Virtual Terminal
The Plantronix aaaaaaaa	2128540692			

Step 4

Navigate to the **Receipt** section. Toggle **Settlement Report Tip (Print)** to **Yes**. Scroll down and select **Save**.

The screenshot shows the 'RECEIPT' settings page. The 'SETTLEMENT REPORT TIP (PRINT)' toggle is set to 'YES'. A callout box labeled 'Save' points to the 'SAVE' button at the bottom of the page.

Setting	Value
SETTLEMENT REPORT DETAILED (PRINT)	YES
EMAIL SETTLEMENT REPORT	YES
PAPER RECEIPT	NO
FORCE ON SCREEN SIGNATURE	NO
RECEIPT OPTIONS MERCHANT	AUTO
SETTLEMENT REPORT TIP (PRINT)	YES
HIDE RECEIPT OPTION	NO
SMS-RECEIPT	NO
FORCED SIGNATURE LINE	NO
RECEIPT OPTIONS CUSTOMER	PROMPT

Step 5

After making parameter changes, you must perform a **Package Download** on the device by pressing (★) > 6 > OK button.

