



Hold Here to Pay



Customer Support
(630) 405- 9872

Hours: Monday - Friday 8:00AM - 6:00PM CST

iPOSGo!

Quick Reference Guide
iPOSGo! App for iPhone and Android

Quick Reference Guide for:

Dejavoo iPOSGo! Mobile App

Getting started with iPOSGo!

1. Download iPOSGo! From your device's app store.
2. Enter your provided TPN number.
3. Enter your one-time password.
4. Start selling!



Device and System Requirements

iPhone: Requires iPhone XS or later and iOS 16 or later.

Android: Requires Android phone with NFC capability.
Requires Android 9 or later.

Performing a Sale

1. Enter the amount of the sale, then tap OK.
2. On the next screen, select Tap to Pay.
3. The cardholder should now tap their NFC card or mobile phone wallet to the top of your device. Some cards work better when tapped directly on the back of your smartphone.
4. Once the sale is successful, tap OK.
5. If the customer wants a receipt, select the option for Email or SMS.
6. Enter the customer's email address or mobile phone number.
7. Once entered, tap OK.

Performing a QR Code Sale

1. For cardholders without an NFC card, you can create a QR Code for the customer to scan to complete payment.
2. Enter the amount of the sale, then tap OK.
3. On the next screen, tap QR Pay.
4. Present the QR Code to the customer, who will then scan the QR Code with their own device.
5. On their device, a web page will open for the customer to enter their card details.
6. Once the sale is successful, the customer will receive confirmation on their device.

Refund a Transaction

1. At the top left of the screen, tap on .
2. Tap Refund, then enter the device password.
3. Enter the amount that is being refunded.
4. Next, select Tap to Pay.
5. The amount will be refunded to the card tapped with your device.
6. Once the refund is complete, tap OK.

Settling a Batch

1. By default, all transactions will automatically batch at 1 AM.
2. To manually settle a batch, tap the  icon.
3. Tap on the Show Batch or Settle option.
4. At the top right of the screen, tap Settle.
5. Once completed, tap Done to exit.

Void a Transaction

1. At the top right of the screen, select .
2. Tap Void.
3. Select the transaction you wish to void.
4. Select Yes to complete the void.

Adding a Tip

1. Enter the sale amount, then tap OK.
2. If setup for tipping, the next screen will ask for amount to tip. Ask the card holder to select a tip amount.
3. To complete the sale, follow the steps for **Performing a Sale or Performing a QR Code Sale.**