

# ePort Engage Quick Start Guide

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**THE COMPLETE INSTALLATION & OPERATIONS REFERENCE GUIDE**

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# Welcome to Your New Device

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## THE EPORT ENGAGE

Congratulations on your purchase of Cantaloupe's new ePort Engage Device. This quick start guide has been created in order to give you a quick overview to help you get up and running. Please be sure to read this manual thoroughly and refer to the pre-installation information content in the Before You Get Started section for additional resources and information.

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## Section 01 Before You Get Started

# Before You Get Started

### SECTION 01

TOOLS REQUIRED FOR INSTALLATION

INSTALLATION KIT CONTENTS

PRE-INSTALLATION STATEMENT PROCEDURES

#### **PLEASE NOTE:**

The Engage device may need to download and process software updates when it is first installed and powered on. Please allow the system to fully complete all updates before attempting any test swipes. Please do NOT power down the unit while the updates are processing as this may result in unexpected behavior.

## Section 01 Before You Get Started

### TOOLS REQUIRED FOR INSTALLATION

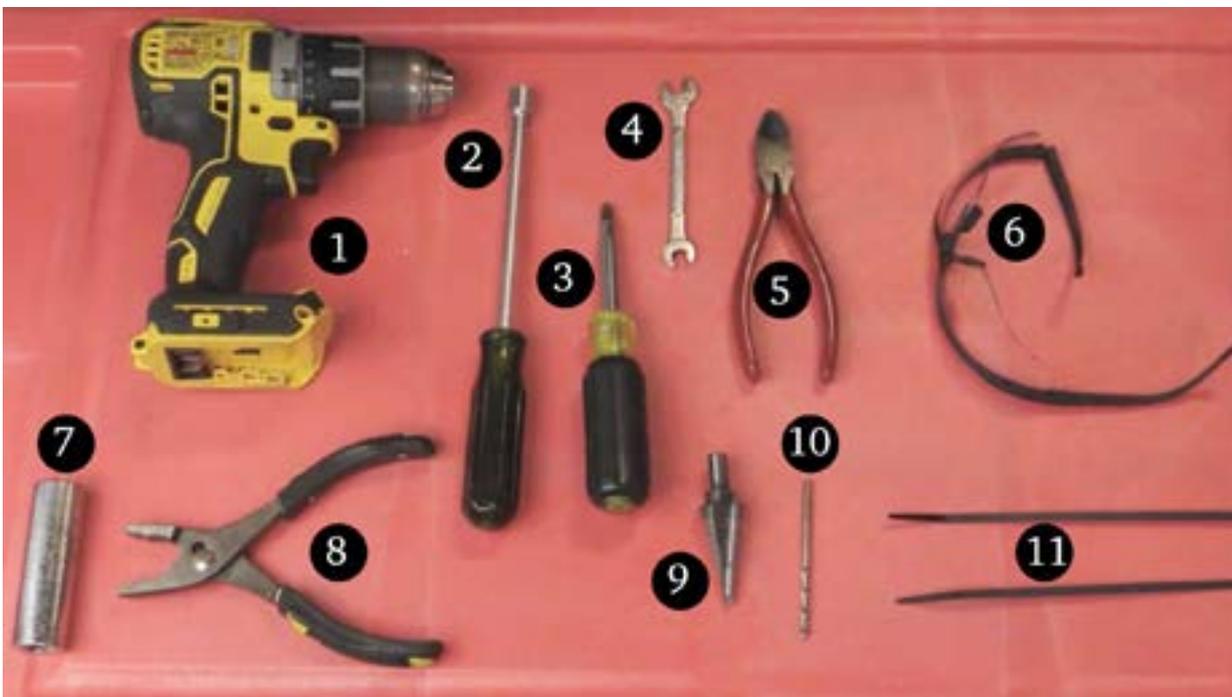


Figure 1.1

1. Power Drill (corded or battery operated)
2. 11/32" Nut Driver
3. Phillips Head Screwdriver
4. 8mm Metric Wrench
5. Wire Cutters
6. Safety Glasses
7. 3/4" Deep Wall Socket
8. Pliers
9. Step Bit\* (1/2", 3/4", and 1" drill bits)
10. 5/32" Drill Bit
11. Zip Ties

\*Alternatively, you can use the individual drill bit sizes in place of the step bit.

## Section 01

### Before You Get Started

#### INSTALLATION KIT CONTENTS

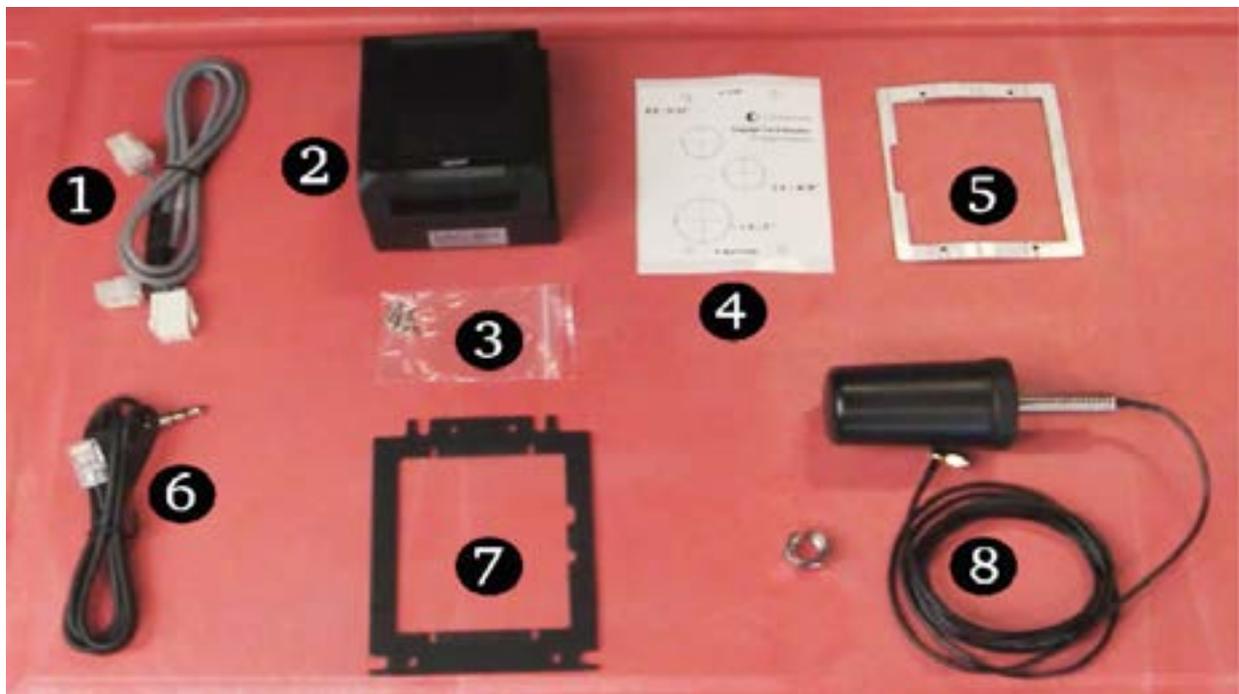


Figure 1.2

- |                        |                      |
|------------------------|----------------------|
| 1. MDB Cable           | 5. Gasket            |
| 2. ePort Engage Device | 6. DEX Cable         |
| 3. 10mm Screws         | 7. NAMA Mounting Kit |
| 4. Drilling Template   | 8. Antenna           |

**IMPORTANT:** In some cases, you may need to order a riser depending on where you choose to mount the device and if there are clearance issues, contact Cantaloupe's Customer Care at 1-800-341-7677 for more information.



**WARNING: The correct screws must be used or the Card Reader may be damaged and the warranty will be void.**

# Section 01

## Before You Get Started

### PRE-INSTALLATION INFORMATION



Thank you for purchasing the ePort Engage. Before you start, please read the instructions thoroughly and then take a few moments to plan your installation. Pick a mounting spot that will allow for ease of access and will not interfere with any moving parts in your vending equipment. You must have a signed ePort Connect Services Contract and bank account assigned to this device for it to be able to accept credit card transactions.

Please call Cantaloupe's Customer Care at 1-888-561-4748, if you need activation documents or have any technical issues with your device.

You must have a signed ePort Connect Services Contract and bank account assigned to this device for it to be able to accept credit card transactions. Please call Cantaloupe's Customer Care at 1.888.561.4748, if you need activation documents.

For instructional videos and installation tips for your vending device, please visit us at <https://www.cantaloupe.com/help-center/r/touchscreen-installation-guides> or scan the QR code above with your smart phone or tablet for quick, direct access to the installation videos for your specific vending equipment below.



# Section 01 Before You Get Started

## REQUIRED ACCESSORIES



While most machine makes and models can function normally without any additional accessories, some machines (particularly older models) may require a firmware update or additional accessories to function.

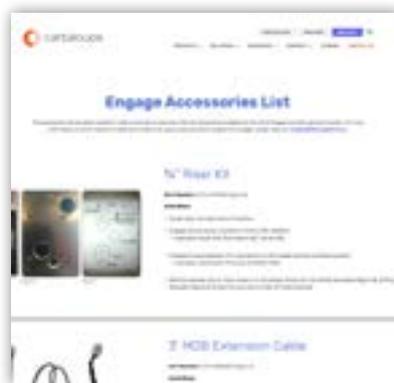
Before going to install an Engage on your machines, please take a moment to visit our ePort Engage Accessories FAQ page. Here you will find information on the types of accessories available, and a compatibility chart of machines that require additional accessories.

Please [visit](#) or scan the QR code on this page with your phone or tablet to access the ePort Engage Accessories FAQ.

If you still have questions about the ePort Engage or it's accessories, please view the following pages on our website for more information:



FAQS



ACCESSORIES LIST



COMPATIBILITY CHART

## Section 02

# Installation of the ePort Engage Device

# Installation of the ePort Engage Device

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SECTION 02

DRILLING INTO YOUR VENDING EQUIPMENT

INSTALLING THE EPORT ENGAGE DEVICE

SYSTEM CONNECTION TO THE DEVICE

## Section 02

# Installation of the ePort Engage Device

### DRILLING INTO YOUR VENDING EQUIPMENT



**WARNING:** Be sure that power to your vending equipment has been turned off prior to installing the ePort Engage device to avoid any risk of electrical shock.

1. Select a flat surface on your vending equipment and carefully apply the drilling template to the selected surface.  
Note: Choose a surface that is close to the same height of the bill acceptor and avoid drilling into and covering a company logo (see figure 2.1).
2. Open the vending equipment prior to drilling into the drilling template to be sure you have plenty of clearance. Typically, the only clearance issue is the light bulb, which should be removed and taken out for this installation process.
3. Once you have your drilling template sticker in place on the surface of the vending equipment, you will need to attach the 5/32" drill bit to your power drill. It is advised to drill pilot holes and avoid initially drilling all the way through the sticker as it may come off and could cause misalignment issues (see figure 2.2). Once pilot holes have been drilled, peel the drilling template sticker off the vending equipment and complete the drilling process in its entirety.



Figure 2.1

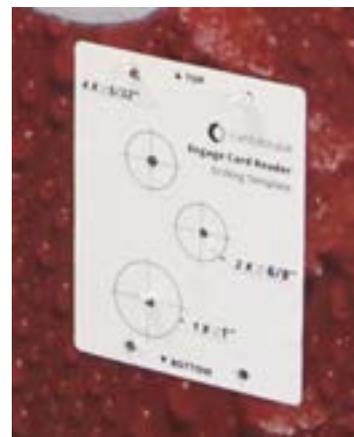


Figure 2.2

## Section 02

# Installation of the ePort Engage Device

### INSTALLING THE EPORT ENGAGE DEVICE

1. Now that the holes have been drilled into the vending equipment, it is time to set up the antenna. It should be mounted on top of the vending equipment, so be sure not to drill into anything that is already on top of the machine or that which could cause clearance issues.
2. Once you have the surface on top selected, drill a 1/2" hole on top leading into the vending equipment.
3. Feed the antenna wiring through the 1/2" hole and fasten the nut tightly to the shaft of the antenna to hold it firmly in place (see figure 2.3).  
Note: The nut that comes with the installation kit has a slot on it to make it easy to slide into place before firmly securing it to the antenna.
4. Before you mount the Engage device to the front surface of the vending equipment, be sure to attach the gasket to the back of the device in order to create a mechanical seal and protect the device from potential leakage, especially if the vending equipment will be located outside (see figure 2.4).
5. It is strongly recommended to connect the antenna through the surface mount drill holes ahead of mounting the Engage device. Position the antenna cable so that it will not block the MDB or DEX ports. Once you have the antenna cable in place, use the 8mm wrench to firmly fasten the antenna cable to the Engage device and establish a strong positive connection.
6. Use the 10mm screws included with the installation kit and use the phillips head screwdriver to mount the Engage device to the surface of the vending equipment.  
Note: Connect all four of the 10mm screws to the device before firmly fastening each screw to the surface of the vending equipment.



figure 2.3



figure 2.4

## Section 02

# Installation of the ePort Engage Device

### SYSTEM CONNECTION TO THE DEVICE

1. Now that the Engage device is secured to the vending equipment, it is time to connect the MDB and DEX cables. Take each cable and connect them to their respective ports on the Engage device.
2. Connect the DEX cable to the DEX port on the vending equipment. There are several areas inside of the vending equipment that house a DEX port, making it versatile where you can connect your DEX cable. There are optional DEX Y cables that can also be used for installation if necessary (see figure 2.5).
 

Note: If you choose to use a DEX port that is located on the door frame, you'll need to take it apart and let the cable hang, otherwise it will hit the back of your vending equipment which could damage the cable over time.
3. Connect MDB cable to the connection point directly from the main board. All other MDB connections should follow after the Engage (plugged in 'first in line' to the board). If Engage is plugged in behind any other equipment, it could cause reporting or communication errors.
4. Now that the cable is connected, power the vending equipment back on and check the front of the equipment to make sure the power is connected correctly and is booting up.
 

Note: It may take several minutes for the machine to fully reboot, gather it's IP Address, and load additional files to operate.
5. As the vending equipment reboots, you can use the zip ties included with the installation kit in order to keep the internal wiring together and avoid clearance issues.

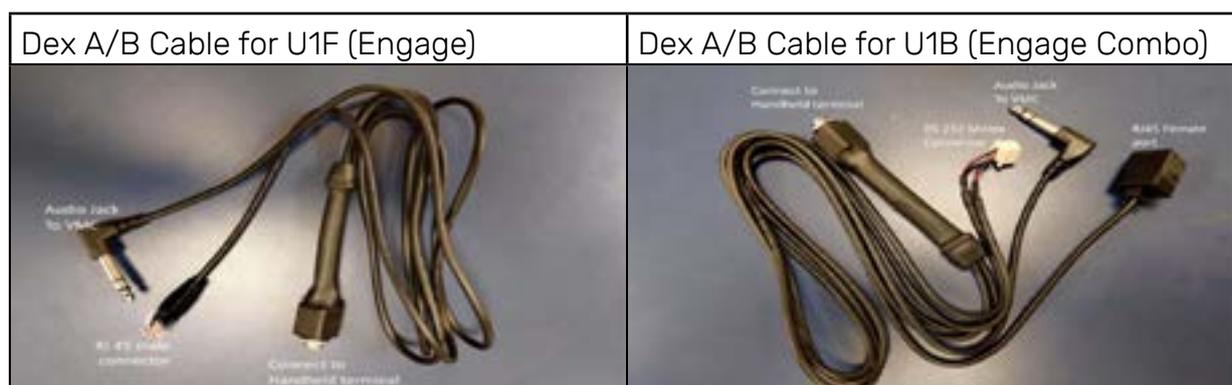


figure 2.5

## Section 03 Expected Start-Up Behaviors

# Expected Start-Up Behaviors

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SECTION 03

START UP SEQUENCE - NO ISSUES

CHIP PAYMENT ACCEPTANCE SEQUENCE

TAP PAYMENT ACCEPTANCE SEQUENCE

SWIPE PAYMENT ACCEPTANCE SEQUENCE

## Section 03

# Expected Start-Up Behaviors

### START UP SEQUENCE - NO ISSUES

The start-up sequence typically takes about 40 seconds to power on and become ready to make a sale. This time can differ depending on how long the vending machine takes to communicate with the card reader and the cellular signal reception.

The screen will display this sequence on power up:

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- System Initializing – a progress bar with percent complete will be shown
- Blank white screen
- White screen, 'Loading .....', 'Please wait .....
- Blank white screen
- Blue gradient background with Cantaloupe logo 'cantaloupe' near the top of the screen with "chip, tap, and swipe" logos displayed.
- 4 simulated LEDs will blink at the top of the screen
- Under the 'cantaloupe' logo and wording, 'Not ready' may be shown until the device is ready to accept transactions. During the Start-up Sequence the words 'Not Ready' will appear on the screen as the device connects to our system. This is also when the Device Serial Number will be appear on the screen.
- Screen will switch from 'Not ready' to 'Ready'
- Bottom of screen will display 'Tap, insert, or swipe payment to begin'

The very first time the device is powered up in the field, it is recommended to perform a test swipe using a driver card (maintenance or gift card).

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- If this test swipe succeeds, the device is ready for use.
- Sometimes, this will result in an error such as 'Couldn't reach network', and the device will return to the 'Not ready' / 'Waiting for network' state for about a minute.
- Once the device returns to the 'Ready' state, reattempt the test swipe. If there are no problems with the device's cellular provisioning, this second attempt will succeed.  
Note: If the second swipe does not approve, power cycle the machine, allow the device to complete the start-up sequence, then perform a third test swipe.

#### **PLEASE NOTE:**

The Engage device may need to download and process software updates when it is first installed and powered on. Please allow the system to fully complete all updates before attempting any test swipes. Please do NOT power down the unit while the updates are processing as this may result in unexpected behavior.

## Section 03

# Expected Start-Up Behaviors

### CHIP PAYMENT ACCEPTANCE SEQUENCE

The device will beep and show the below messages during the transaction process. The screen will display text. Upper and lower areas of text will be indicated using a forward slash (/) as a separator (see figure 3.1).

- 'Please wait' / 'Processing ... Do not remove card'
  - » Once a card is inserted, a 'beep' will indicate that the card has been recognized
  - » Card information is being read
- 'Please wait' / 'Authorizing ... Remove card'
  - » Card information is being sent for authorization
  - » Card has not been detected, remove the card and try again
- 'Please wait' / 'Authorizing...'
  - » Card authorization is still in progress, do not remove the card
- 'Approved' / 'Waiting for vending machine'
  - » Card authorization has been received and credit is being applied to the vending machine
- 'Approved'/'Select item'
  - » Vending machine has confirmed receipt of credit and you may now select your item

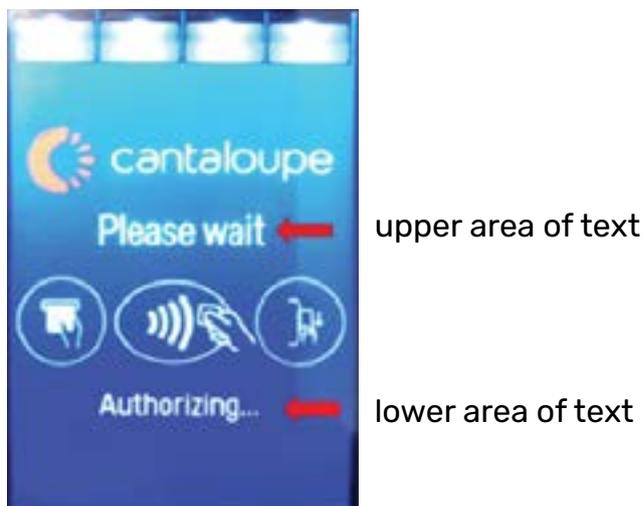


figure 3.1

## Section 03

# Expected Start-Up Behaviors

### TAP PAYMENT ACCEPTANCE SEQUENCE

The device will beep and show the below messages during the transaction process. The LEDs on the top of the screen will display information about the card reading process. The screen will display text. Upper and lower areas of text will be indicated using a forward slash (/) as a separator (see figure 3.1 on page 15).

- 'Please wait' / 'Processing... Do not remove card'
  - » Card information is being read, do not remove the card
  - » LEDs on the top of the screen will light up from left to right
  - » The device will beep once the card information has been read
- 'Please wait' / 'Authorizing... Remove card'
  - » LEDs will return to 'off'
  - » Card information is being sent for authorization
- 'Please wait' / 'Authorizing...'
  - » Authorization is still in progress
- 'Approved' / 'Waiting on vending machine'
  - » Card authorization has been received and credit is being applied to the vending machine
- 'Approved' / 'Select item'. A 'cancel' button is displayed on the touch screen of the card reader.
  - » Vending machine has confirmed receipt of credit, you can select 'cancel' if you wish to cancel the current authorization for an item selection

# Section 03

## Expected Start-Up Behaviors

### SWIPE PAYMENT ACCEPTANCE SEQUENCE

The Device will beep and show the below messages during the transaction process. The screen will display text. Upper and lower areas of text will be indicated using a forward slash (/) as a separator (see figure 3.1 on page 15).

- ‘Please wait’ / ‘Authorizing...’
  - » Authorization is in progress. Card data has already been read.
- ‘Approved’ / ‘Waiting for vending machine’
  - » Card authorization has been received and credit is being applied to the vending machine
- ‘Approved’ / ‘Select item’. A ‘cancel’ button is displayed on the touch screen of the card reader.
  - » Vending machine has confirmed receipt of credit

### SINGLE VENDING/MULTI-VENDING SEQUENCES

| Single Vending   | Multi-Vending   |
|--|---|
| <ul style="list-style-type: none"> <li>• ‘Approved’ / ‘Select item’</li> <li>• ‘Please wait’ / ‘Vending item...’</li> <li>• Displayed once vending machine has reported a selection has been made</li> <li>• ‘Thank you’ / ‘1 item vended (\$x.xx)’</li> <li>• Displayed once the vending machine has reported vend success to the card reader</li> <li>• The last message will be ‘Thank you’ / ‘1 item vended (\$x.xx)’. this will be the total of how much was spent including two-tier.</li> </ul> | <p>Once the device is ready the multi-vend mode acts like a series of single vend sequences that adds the total spent by the customer at the end of each sale including any two-tier pricing.</p> <ul style="list-style-type: none"> <li>• ‘Approved’ / ‘Select item’</li> <li>• ‘Please wait’ / ‘Vending item...’</li> <li>• Displayed once vending machine has reported a selection has been made</li> <li>• ‘Thank you’ / ‘N items vended (\$x.xx)’</li> <li>• Displayed once the vending machine has reported vend success to the card reader</li> <li>• ‘Thank you’ / ‘Select another item’</li> <li>• Displayed once the vending machine has been recredited with the remaining balance from the initial authorization.</li> </ul> <p>The cycle will repeat until no more credit is available or the max number of items allowed in a single sale has been reached. The last message will be ‘Thank you’ / ‘x items vended (\$x.xx)’. this will be the total number of items vended to the customer and the total of how much was spent including two-tier fee.</p> |



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