



## Secure Processing – A Step by Step Guide

Protecting your theatre from fraudulent credit card activity requires two levels of security – changes to your credit card account and additional hardware. This guide will explain how to configure your retail and internet accounts and installing your hardware.

### Step One – Contacting Vantiv

Before RTS can be configured, your retail and ecommerce accounts are required to be setup with Vantiv. Hardware needs to be purchased as well. Seth Rodeheffer can assist with configuring your accounts and also selecting which type of readers you would like to purchase. Contact information is provided below.

Seth Rodeheffer  
Sales Executive  
Toll Free [800-846-4472](tel:800-846-4472) x4900  
Direct [970-335-4900](tel:970-335-4900)  
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Vantiv provides two options for credit card readers. The VX805 and iSC250. The VX805 is \$250 and the iSC250 is \$594. The readers must be purchased from Vantiv so the processor can properly encrypt the readers.



When discussing your accounts with Vantiv, you will be setting up two accounts. For your retail account, the account will need to be setup with the following RTS version:

### **RTS v 7.1 dsiEMVUS/dsiPDCX E2E/MToken**

It is important to configure an Ecommerce account as well. This will allow for your theatre to process credit cards securely online. Without this account credit cards will no longer process online.

When Vantiv boards you with your ecommerce account, there will be instructions provided with the dealer letter explaining how to generate your hosted checkout password. Follow the instructions and generate the password by logging in to your mercury portal and saving the password. Copy the password and email to RTS Technical Support at [support@rts-solutions.com](mailto:support@rts-solutions.com). The password will be used when configuring your account in RTS.

## Step Two – Setting Up Your Hardware

Before your accounts can be modified from your existing account to your new secure processing account, your card readers will need to be installed and tested. The following instructions will be executed depending on which card readers you are using. Please have the card readers plugged in to your units when installing.

### VX805

1) In RTS, navigate to Help – Support – RTS Support Website

2) Click on the “VX805” link. A zip folder will download.

[Ingenico iSC 250 USB Driver](#)

[Ingenico iSC 250 USB Driver – windows 8](#)

[VX805](#)

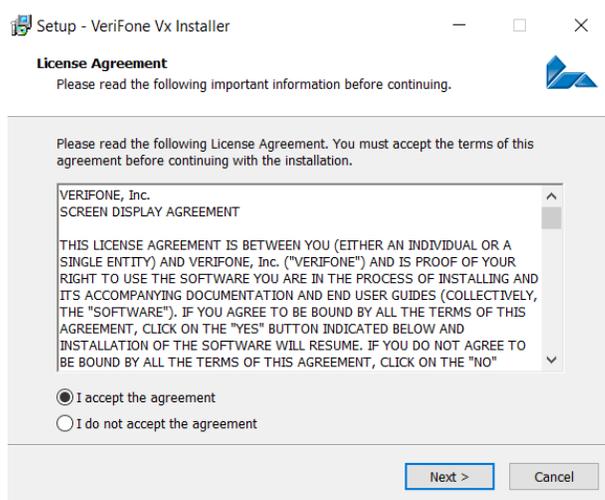
[dsiPDCX](#)

3) Save the folder to your desktop. Once the folder is done downloading, navigate to the desktop. Extract the zip drive by right clicking on the zip drive and selecting “Extract All.”

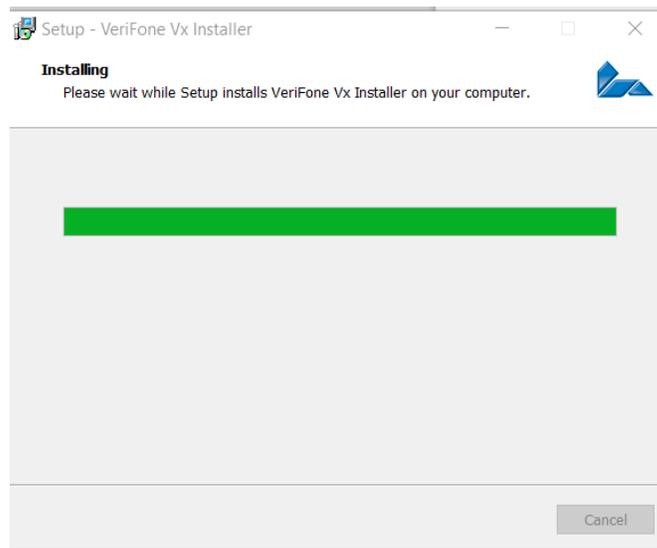
4) Once contents have completed extraction, you will see five options. Double click on the setup.exe to run the executable.

|   |                            |                      |                     |          |
|---|----------------------------|----------------------|---------------------|----------|
|  | Release_notes_1_0_0_52.txt | 5/25/2017 10:29 A... | Text Document       | 14 KB    |
|  | setup.exe                  | 5/25/2017 10:29 A... | Application         | 9,035 KB |
|  | silent.bat                 | 5/25/2017 10:29 A... | Windows Batch File  | 1 KB     |
|  | silent_vfiTO.bat           | 5/25/2017 10:29 A... | Windows Batch File  | 1 KB     |
|  | Vx_UnInst_1.0.5.zip        | 5/25/2017 10:29 A... | Compressed (zipp... | 2,362 KB |

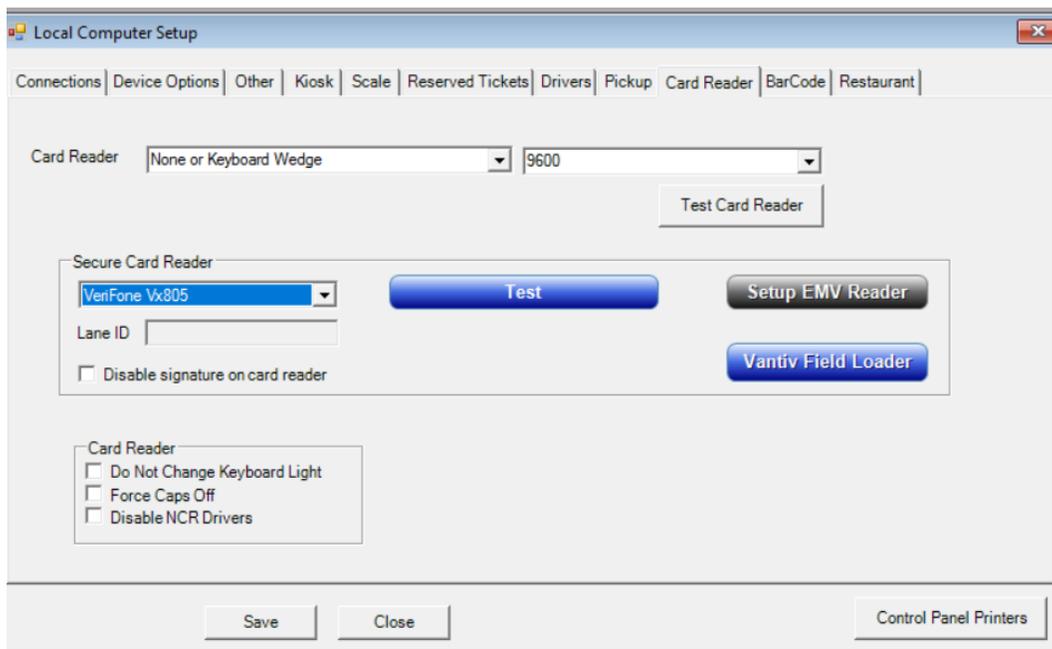
5) Select “I accept” to the agreement.



6) The program will now install.



7) When the window disappears, navigate in RTS to Setup – Local Computer and choose the card reader tab.



8) Change the Secure Card Reader type to Verifone VX805 and select Test. The module will now check the comm ports to see if the reader is working. If properly installed and the reader is functional, you will see a working screen after the test function has run through the comm ports.

## iSC250

- 1) In RTS, navigate to Help – Support – RTS Support Website
- 2) Click on the “Ingenico isc 250 USB Driver.” If you are using a Windows 8 operating system or above, choose the Windows 8 driver.

## [Ingenico isc 250 USB Driver](#)

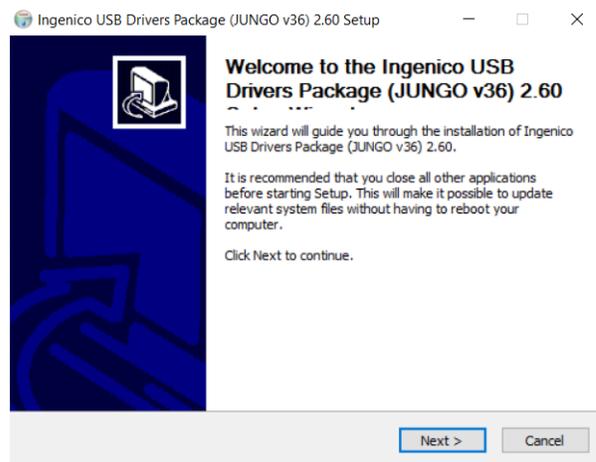
## [Ingenico isc 250 USB Driver – windows 8](#)

## [vx805](#)

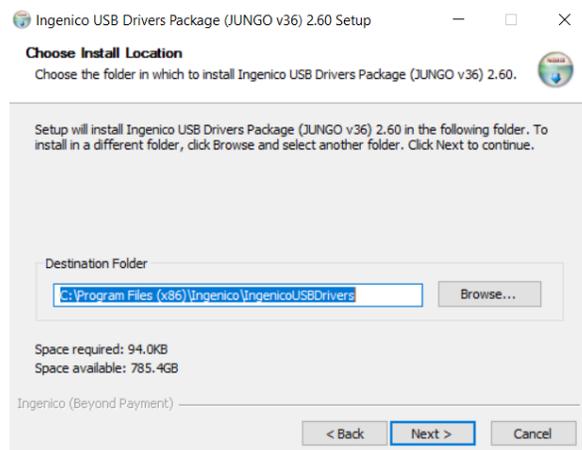
## [dsiPDCX](#)

- 3) An executable file will download. After download, save to the desktop. Navigate to the desktop and run the link.

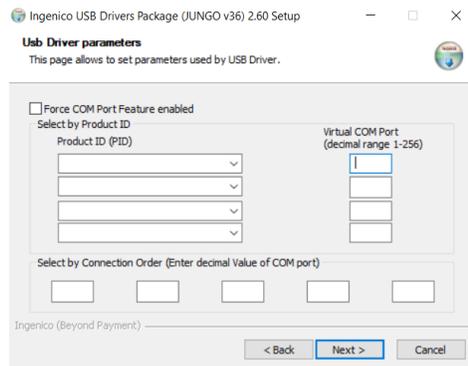
- 4) When running the .exe the installer will launch. Click Next



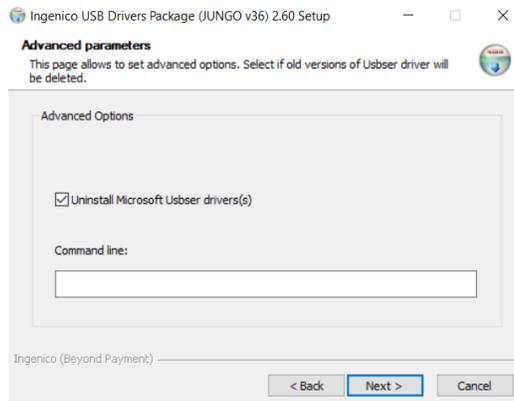
- 5) Click Next



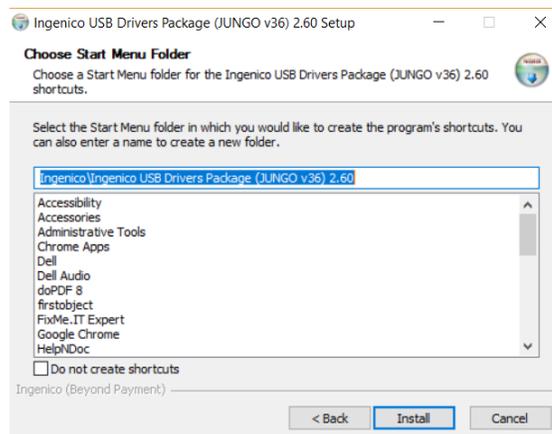
6) Click Next



7) Click Next

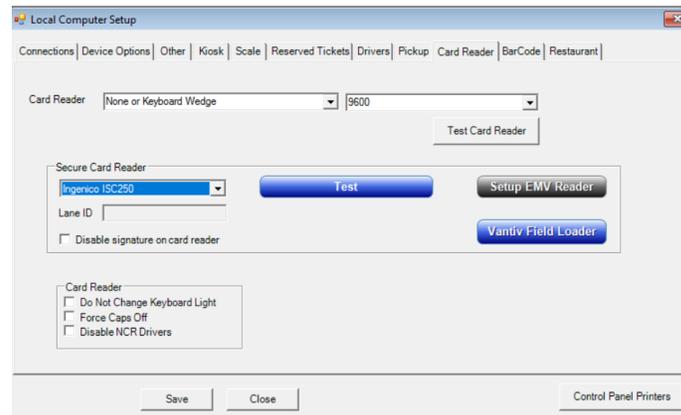


8) Select Install



9) The installation will now run. Once completed, the installation will prompt to reboot the computer. Select "yes" to restart the computer.

10) After your station restarts. Navigate in RTS to Setup – Local Computer and select the card reader tab.



11) Change the Secure Card Reader type to Ingenico iSC250 and select Test. The module will now check the comm ports to see if the reader is working. If properly installed and the reader is functional, you will see a working screen after the test function has run through the comm ports.

### Step 3 - Configuring RTS

When all readers are tested and working and your accounts are ready with Vantiv, RTS is now ready to start processing securely. Please call RTS Technical Support at least 30 minutes prior to opening for business so a technician may configure your accounts accordingly. Please have the following prepared.

- 1) All hardware tested and working
- 2) Hosted checkout password emailed to support
- 3) Your secure username and password for closing your deposit at the end of the night
- 4) Stations and Deposit closed from the previous business day

### Step 4 – EMV

This setup guide only configures your account for secure processing. Please see the instruction manual corresponding with your card reader to enable chip functionality on your readers.

**If you have any questions during the setup process, please contact RTS Technical Support for assistance.**



**Ready Theatre Systems**  
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