Note: Before you begin, ensure that you have your Co-pilot equipment order email (titled "Your Card Pointe Terminal Order Has Shipped!") handy. You'll need the Registration Code included in the email to register the device or you can get the registration code from the LQpay Implementation Team.

After you unbox your Card Pointe device, do the following to set up and connect the device

1. Connect the power cable to the device hub. How to charge the Clover Flex Device

- For charge the device have two ways.
  - ✦ Clover Flex Hub
  - ✦ Using Hub follow below Clover Flex Cable Kit guidance
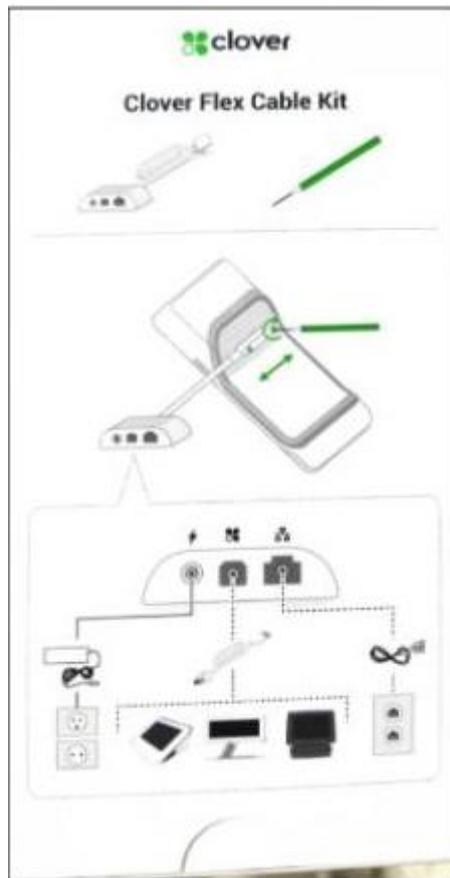
  - ✦ Clover Flex Cradle

✦ Using Cradle follow below Flex Quick Start Guide
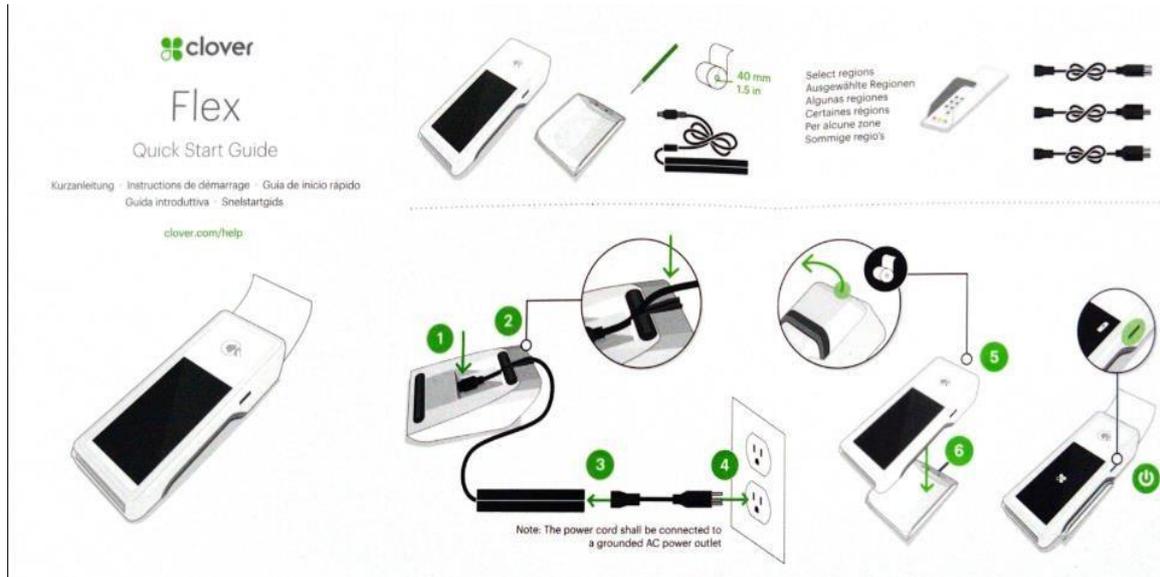
- **How to connect power cable or charge cable to the Clover Mini Device**
  - ✦ Clover Mini Device
  - ✦ follow below Cover mini-Guide
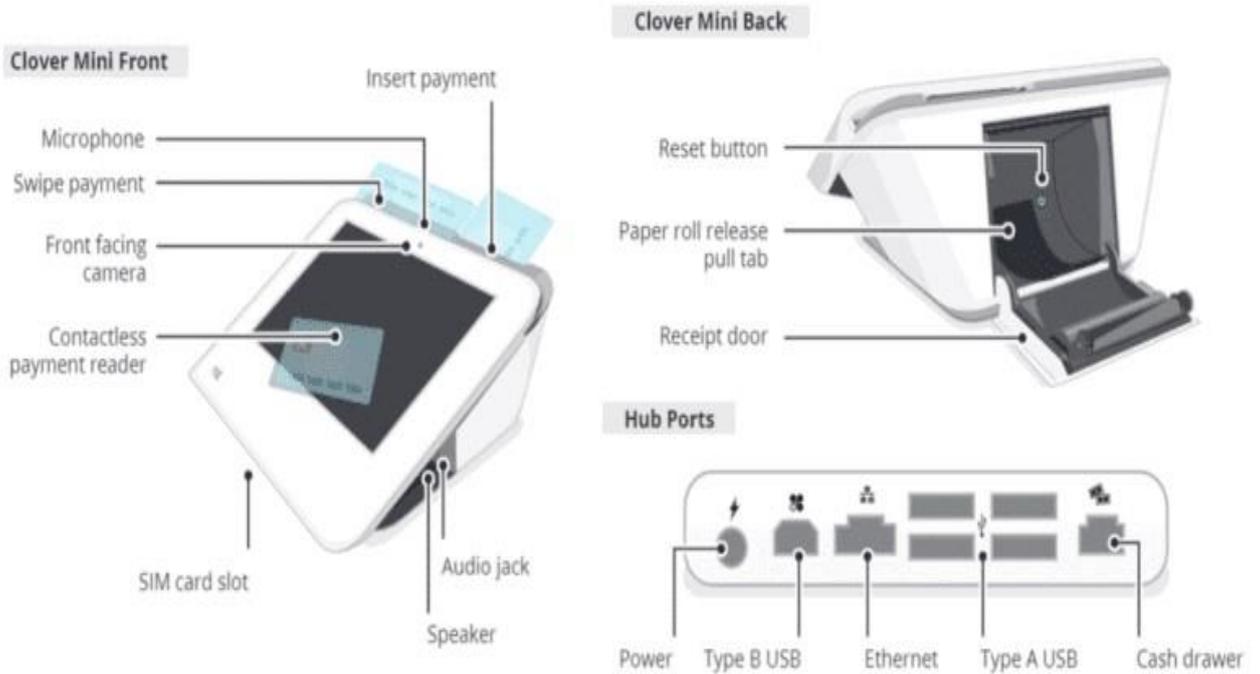
✦ From device back side will connect the charge to mini device.

2. The Clover Mini/Flex powers on and displays the Welcome screen.

3. Select a language and press Pick Language.

4. On the Connect to network screen, do the following to configure the device's network connection:

5. To connect to a Wi-Fi network, tap Configure next to the Wi-Fi option, and select your network.

6. To connect to an Ethernet network (recommended), connect an Ethernet cable to the device hub. The device should automatically connect to your network.

7. To connect to an LTE network, tap Configure next to Mobile (SIM card).

8. The device displays Successfully Connected to Server once the network configuration is complete.

9. Click Next to proceed.

10. The device begins to download and install the Bolt App and other required components.

11. Once complete, the Bolt App launches and displays the Terminal Registration screen.

12. The first time the Bolt app launches, it displays the Terminal Registration screen and prompts you to enter the registration code that you received to register the terminal. Before you begin, ensure that you have your order confirmation email and

registration code handy or else you can get the activation code from the LQpay Implementation Team.

13. On the Terminal Registration screen, tap the empty field to open the keyboard.

14. Enter the 8-digit Order ID provided in your welcome email, then tap Continue.

15. The Bolt app authenticates and registers the Clover Mini with the Bolt service.

16. On the Registration Complete screen, tap Continue to complete the device registration.

17. On the Registration Complete screen, tap Continue to complete the device registration.

Launching the Bolt App

○ From the Bolt App Launcher, tap the Bolt icon to launch the Bolt app to begin accepting payments. Additionally, you can launch the Settings app to modify the Android device.

○ The Bolt app initially launches in Merchant Mode and displays the Welcome screen. If the Clover Mini is connected to the Bolt service and is ready to begin accepting payments, the status displays Bolted. If the status displays Unbolted, the device is unable to communicate with the Bolt service. Access the Bolt Admin Panel to troubleshoot the network connection.
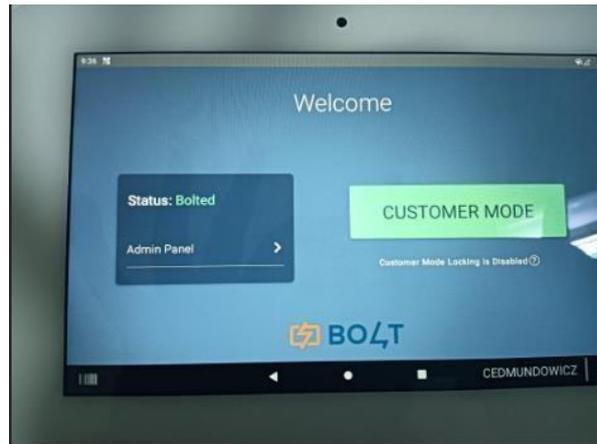
- To begin accepting payments, tap the Customer Mode button. To access the Bolt Admin Panel to view or modify Bolt App settings, tap the Admin Panel button.

- Merchant Mode - Merchant Mode is the merchant-facing interface. In Merchant Mode, you can access the Bolt Admin Panel to manage Bolt application and terminal settings. You can also access the Android device settings. **To switch from merchant Mode to Customer Mode, tap the Customer Mode button on the Welcome screen.**
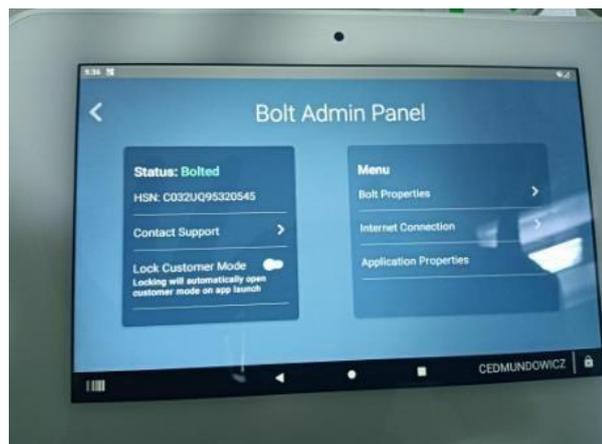
- Customer Mode - Customer Mode is the customer-facing interface. In Customer Mode, the merchant or customer can use the device to submit a payment. If we want exit from customer mode, follow screen instructions (To exit customer mode touch all 4 corners at once).

- If there is no internet in customer mode will get device unbolted (device unbolted, please notify the provider) like below.