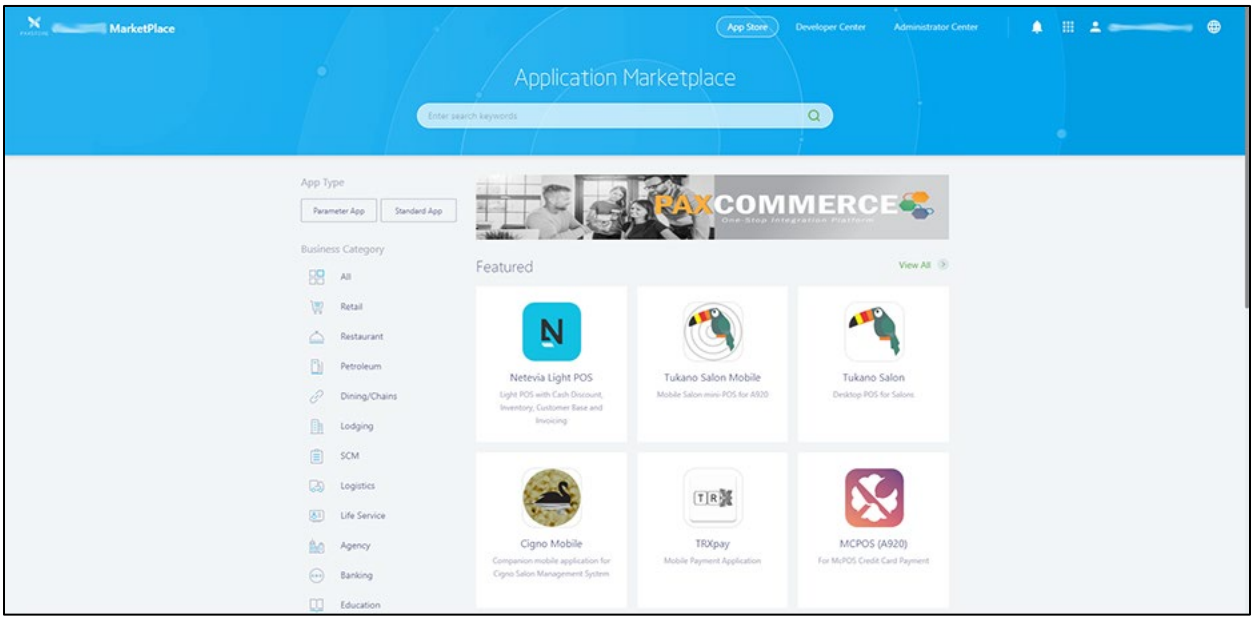

PAXSTORE USER GUIDE QRG

Date: 03-03-2020

Version: 1.05

Preface

PAXSTORE User Guide

Version: 03-03-2020 V1.05

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Technical Support

If there is a problem while installing, registering or operating this product, please refer to the documentation. If it is not possible to resolve the Issue, please contact customer support.

The level of access to PAX support is governed by the support plan arrangements made between PAX and each Organization. Please consult this support plan for further information about entitlements, including the hours when telephone support is available.

Technical Support Contact Information:

Phone: (877) 859-0099

Email: paxstore.support@pax.us

URL: www.pax.us

Revision History

Date	Version	Description
2018-01-29	v1.00	1. Initial release DRAFT
2018-01-31	v1.00	1. Added image of store to cover page 2. Updated Preface per Jade 3. Updated Revision Table 4. Fixed Table of Contents - missing line descriptions only Step 1, Step 2, etc. displayed 5. Fixed PAXSTORE Overview paragraph 6. Changed Multi-Link image x2 to show only what reseller sees per Dan
2018-02-01	v1.00	1. Blurred or line through on some images text 2. Updated Terminal Management Category Screen shot to show expanded category section. 3. Removed reference to the number of required and option fields. 4. Changed Post Code to Postal Code 5. Changed options icon name to More Options in Merchant Section 6. In the Merchant Detail Section updated the More options section updated the descriptions for Change User – Is only displayed if the profile is “Active”. Allows the ability to change the merchant login name/email address. Delete – Is only displayed if the profile is Inactive. If selected can delete the merchant profile. 7. Step 1 Add a Single Terminal matched login text with Add Merchant
2018-02-02	v1.00	1. Updated the Multi-Link pop-up window to better show actual window for the reseller. Section 4.1, Section 5.2 Step 2, Section 6.2 Step 2 2. The page image changed to show the category tree expanded. Section 3, Step 3. 3. Added reference to open the category select the Expand Tree icon. Section 3. step 3. 4. Removed reference to the number of required and non-required fields to be completed. New: There are required and optional fields. Section 6.7 Step 7. 5. Changed ID to TID were needed. 6. Redo sentence to: They can also view reporting of a specific terminal, installed application list, installed firmware and terminal hardware status. Section 8
2018-02-22	v1.00	1. Added Role Management Section 2. Added Parameter Section 3. Added Add Reseller Section 4. Updated Table of Contents 5. Updated version 21080223 v1.01
2018-03-23	v1.02	1. Changed document title to PAXSTORE User Guide 2. Changed header to reflect new document title 3. Changed Preface to reflect new document title 4. Changed version number to 20180323 v1.03 5. Draft Version

Date	Version	Description
7-12-2018	v1.03	1. Changed from Draft to Release status 2. Changed version to 20180712 v1.03
10-02-2018	v1.04	1. Updated cover page image 2. Updated multi-link marketplace image reflecting BroadPOS Marketplace 3. Added Sept 2018 Update Summary 4. Added Login and Two Factor authentication section 5. Added BroadPOS Marketplace logo to the cover page 6. Added September 2018 PAXSTORE update summary section
03-03-2020	V1.05	1. Updated PAXSTORE Logo on Headers 2. Updated Cover Image 3. Fixed Page Numbering 4. Added Customer Support information 5. Updated Preface

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1 Introduction

1.1 Purpose

This document is aimed to provide the user a PAXSTORE Reseller level user guide. The following topics are contained in this document.

- Introduction
- Overall Description
- Methods and Properties

1.2 Document Conventions

- **PAXSTORE** – Is an online marketplace for terminal applications and provides terminal management solutions. The PAXSTORE connects merchants and their PAX terminals with the opportunity to purchase and download applications. It also provides application developers away to upload applications to be available online.
- **Application Market Place** – This is the PAXSTORE marketplace where applications are located and available for download. Note: The PAX Technology® payment applications are not directly visible in the Application Marketplace or from the terminal PAXSTORE client application.
- **Reseller** – The reseller level supports a company that resells credit card terminals, peripherals and may also offer credit card processing services with merchants and sub-resellers.
- **Reseller Administrator** – The Reseller Administrator is a user level within the PAXSTORE that manages the main reseller and sub-resellers. This includes editing the main reseller account, adding, editing and deleting sub-reseller accounts. The reseller admin also manages developers, applications, users and user permissions, store layout, reports, terminals, and merchants.
- **Developer** – The Developer is a person or team of developers that creates applications supporting PAX terminals that will be used on the PAXSTORE. The Developer registers to obtain login privilege as a Developer. The Developer when ready will submit their application for signing. Once signed the application can be added to their Reseller store.

1.3 Intended Audience and Reading Suggestions

This PAXSTORE document is intended to provide user instructions and store descriptive information. There are several various levels of users and features available within the store. Each user level includes user instructions and feature information.

The following should read this document;

- Administrator of company operations
- Administrator of company business development
- Administrator of company and sub-reseller accounts
- Administrator of company and sub-reseller marketing
- Administrator of company merchant accounts
- Administrator of company terminals
- Administrator of terminal applications
- Administrator and team for terminal application development
- Administrator and team for application quality assurance

- Administrator and team for terminal deployment
- Administrator and team for customer support

2 Overall Description

2.1 Product Perspective

The PAXSTORE Is an online marketplace for terminal applications and provides terminal management solutions. The PAXSTORE connects merchants and their PAX terminals with the opportunity to purchase and download applications. It also provides application developers away to upload applications to be available online.

2.2 Communication Method

The terminals will communicate with the PAXSTORE through the internet.

2.3 Product Features

The PAXSTORE supports an online marketplace for terminal applications, terminal, reseller, sub-reseller, merchant, application development, dashboard, application level parameter, and download management.

3 The PAXSTORE Overview

The PAXSTORE is an online marketplace for PAX terminal applications and provides terminal management solutions. The PAXSTORE connects resellers and merchants and their PAX terminals with the opportunity to have applications available online. It also provides resellers the ability to manage sub-resellers, merchants, terminals, terminal applications, terminal parameters, and downloads. Also includes the ability for Applications to be purchased and downloaded. It also provides application developers away to upload applications to be available in the PAXSTORE exclusively for their store or available to everyone.

4 Logging Into the PAXSTORE

This section covers the PAXSTORE login including security processes implemented.

4.1 Login Fields and Security

4.1.1 Login Email Address

A valid email address is required to setup an account. The email address is used to send emails for resetting the password.

4.1.2 Login Username

A username is required to setup the user account. When prompted enter a username.

4.1.3 Login User Generated Password

An email will be sent to the email address entered in the user setup with a link to enter a new password or to reset a password. When prompted enter a password. The password length must be at least 8 or more alphanumeric characters and must contain at least one uppercase character and at least one symbol (!@#$%*()_+-|=[]). The new password should not be same as the previous 4 passwords.

4.1.4 Login User Generated Password Expiration

It forces users to periodically reset their passwords. This adds extra security by minimizing the impact of shared or compromised passwords. The password is set to expire in 30 days. The actual expiration date is unique for each user and relative to the last date they reset their password

4.1.5 Two-Factor Authentication

The login process includes an optional two-factor authentication login for additional security. Entering a user password and the optional Google Authenticator password code.

Google verification uses their Google Authenticator cell phone application to display the authenticator code. Using your cell phone provides an additional layer of security since the person attempting unauthorized access would not have your phone. Codes are uniquely crafted for your account when you need them. If you choose to use verification codes, they will be sent to your phone via Google mobile app. Each code can only be used once.

4.1.6 CAPTCHA

An additional security step involves entering a separate unique CAPTCHA verification code.

This form of CAPTCHA requires that the user type the characters of a distorted image, sometimes with the addition of an obscured sequence of letters or digits that appears on the screen.

Using CAPTCHA makes it difficult for a bot to attempt to reset a user's password and gain access to your system. A CAPTCHA is a scrambled image that a human can read but a bot cannot. The user must enter the characters shown on the screen to verify that they are human.

4.1.7 Idle Timeout Period

When a user does not perform any actions for a certain period, the user is automatically logged out of the system and will be forced to log back in. For example, if the user is accessing the PAXSTORE from a computer and fails to log out, this will help ensure that the user's account gets logged out eventually preventing any unauthorized access to the system. By default, users are logged out after 30 minutes of inactivity.

4.1.8 Invalid Login Credential

If the login password fails a message will be displayed “Invalid login credential, your account will be locked after 5 attempts”. If the password attempts exceed the displayed value then the user will be locked out with the following message “User account is locked, please try again after 30 minutes”. After 30 minutes the user can retry logging in.

4.2 How to Log In

This section will cover the log in process. It will not include user setup.

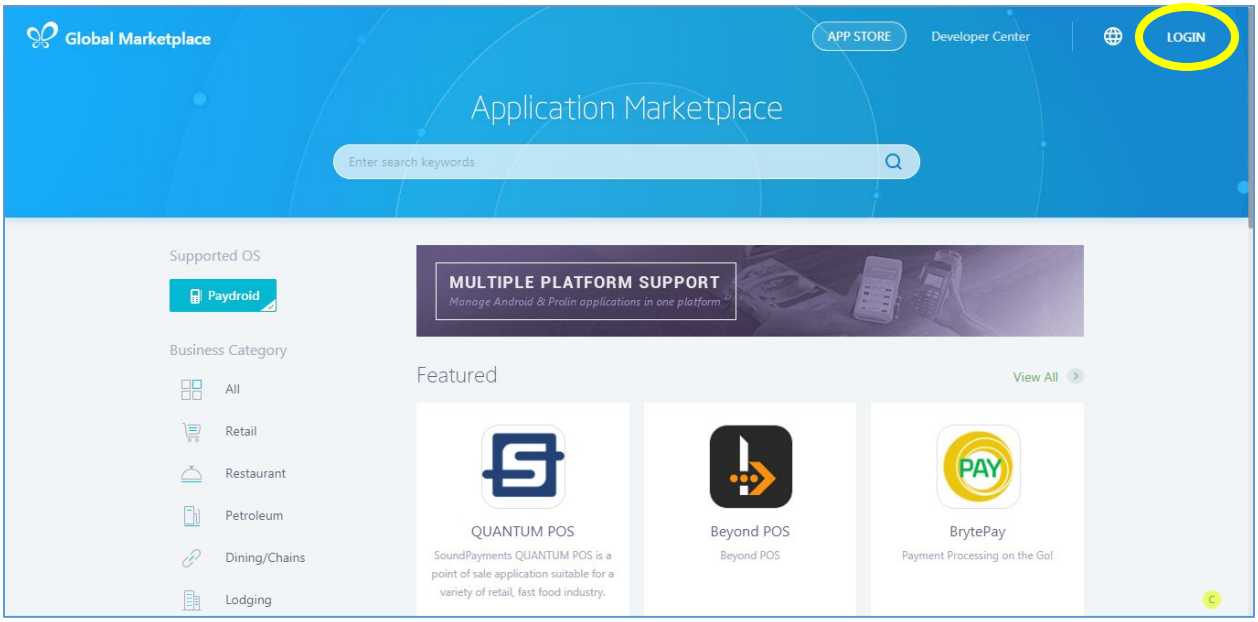
Includes the following:

1. Successful login
2. Successful login with two-factor authentication
3. Forgot password
4. Maximum login attempts

4.2.1 Login with Optional Two-Factor Authentication Disabled

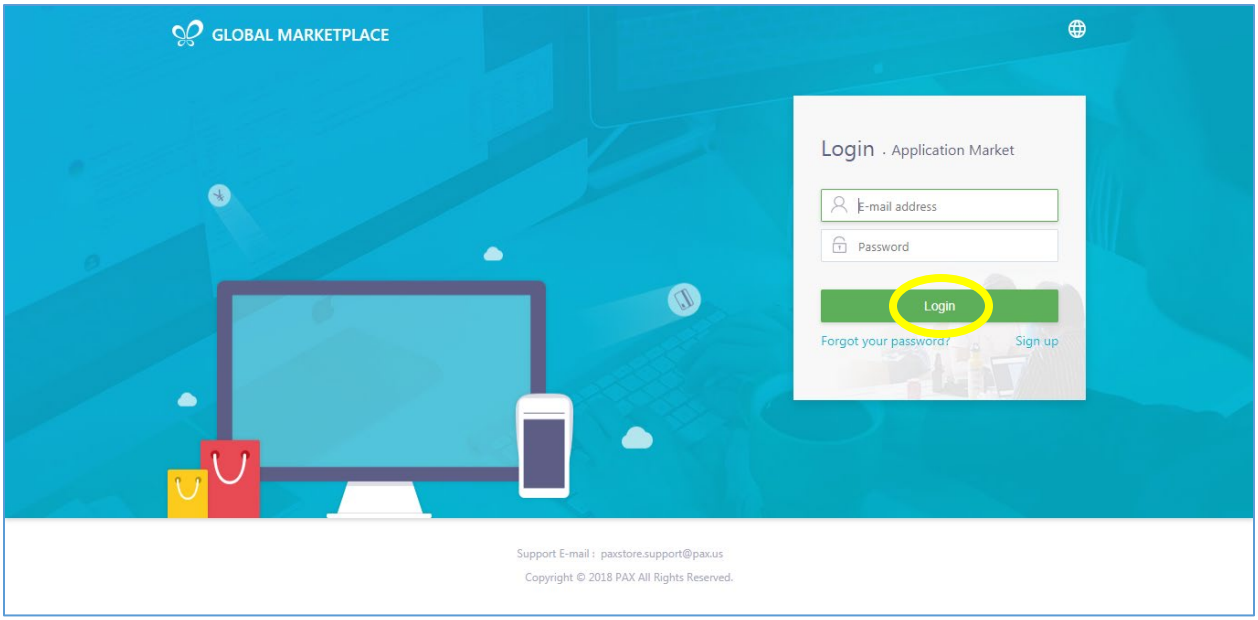
4.2.1.1 Step 1. Home Page Login

From the PAXSTORE home page select the **[LOGIN]** icon on the upper right-hand corner of the page.



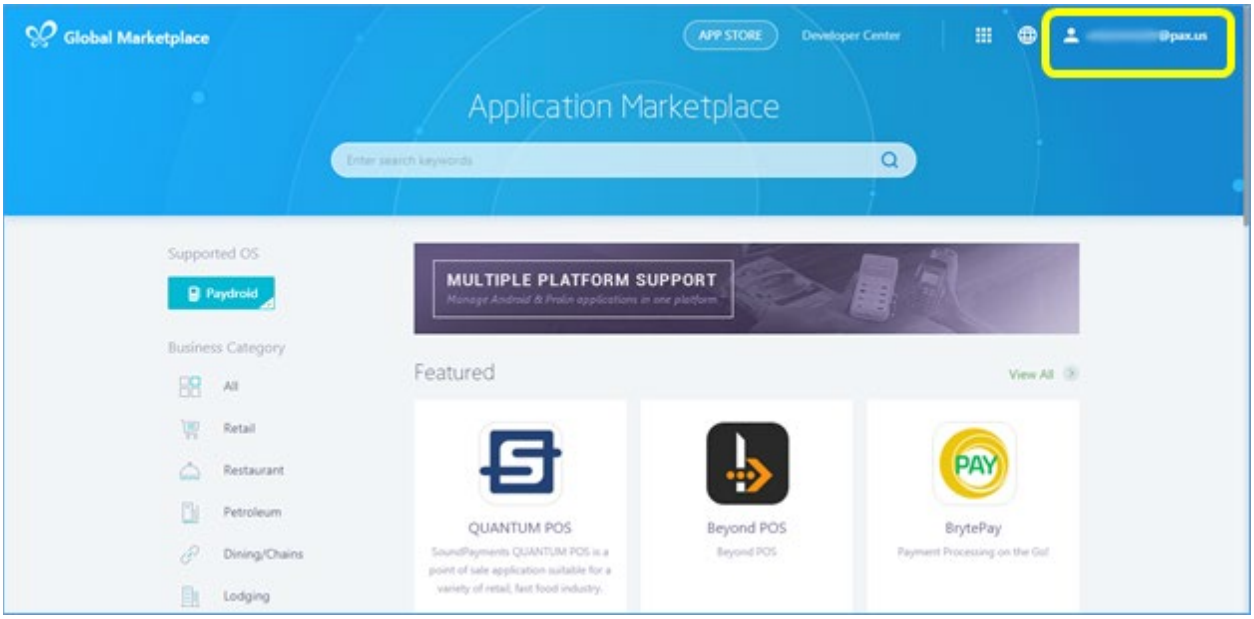
4.2.1.2 Step 2. Enter Login Email Address and Password

Enter the user **email address** and **password** and then select **[Login].**



4.2.1.3 Step 3. Successful Login - User E-mail Displayed

Upon a successful login, the user email address will be displayed in the upper right-hand corner of the

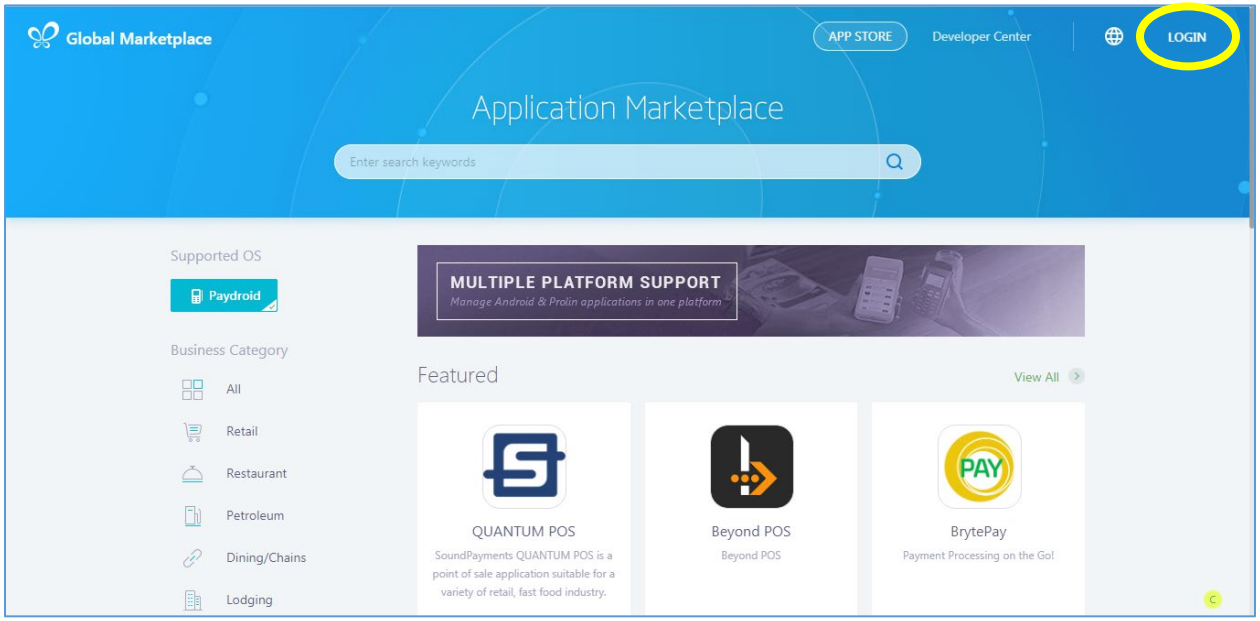


page.

4.2.2 Login with Optional Two-Factor Authentication Enabled

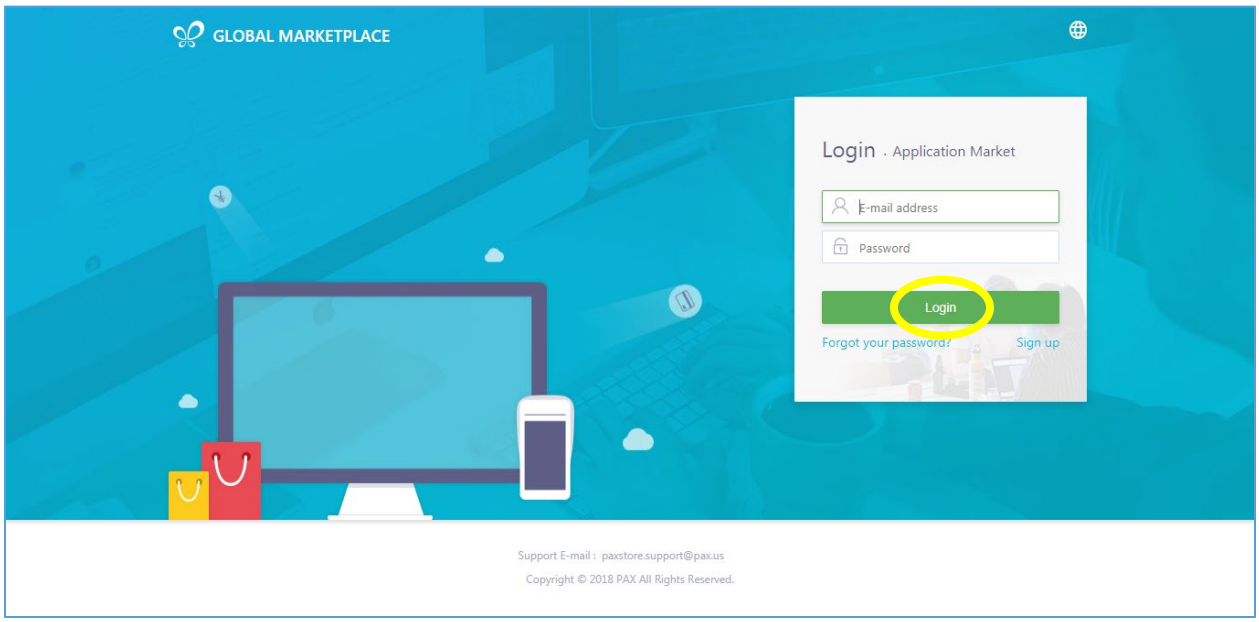
4.2.2.1 Home Page Login

From the PAXSTORE home page select the **[LOGIN]** icon on the upper right-hand corner of the page.



4.2.2.2 Step 2. Enter Login Email Address and Password

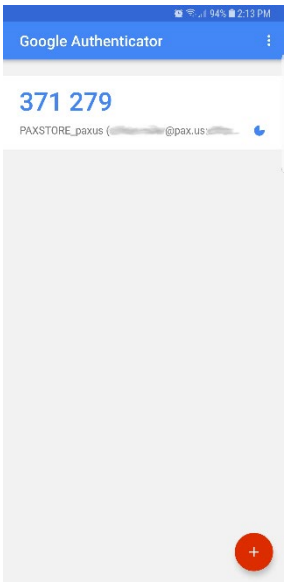
Enter the user **email address** and **password** and then select **[Login].**



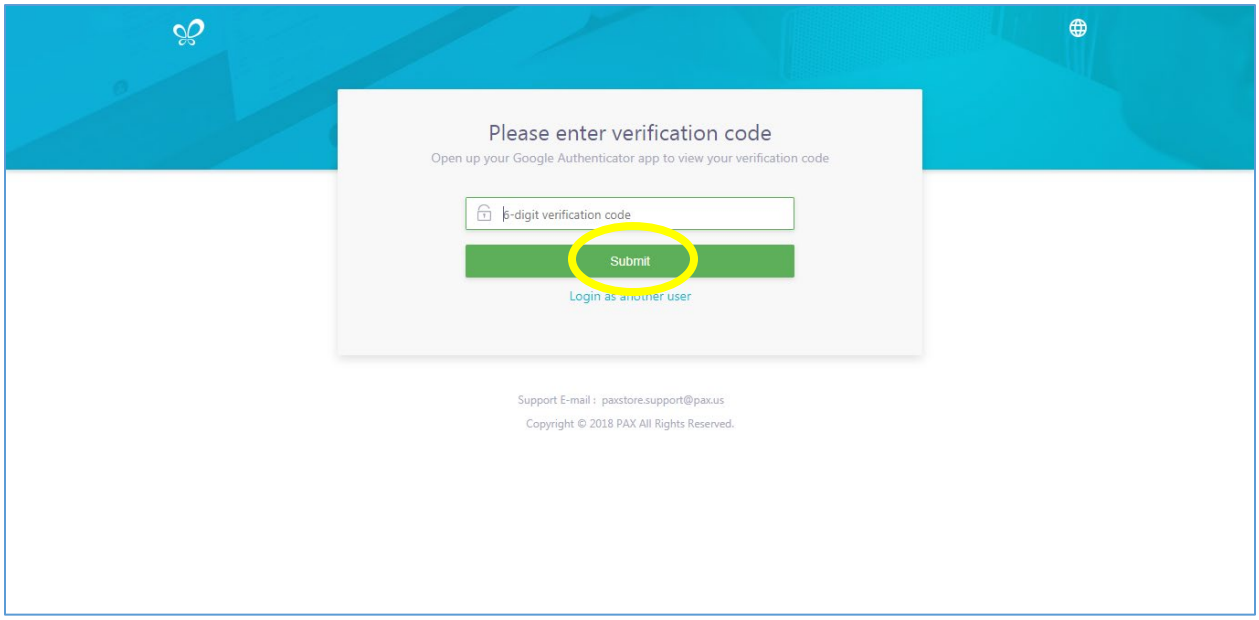
4.2.2.3 Step 3. Google Authenticator Code

If the optional two-factor authentication is enabled the Google Authenticator code will be required to login. Refer to the Google Authenticator application on your phone for the authenticator code.

Cell Phone Google Authenticator Code

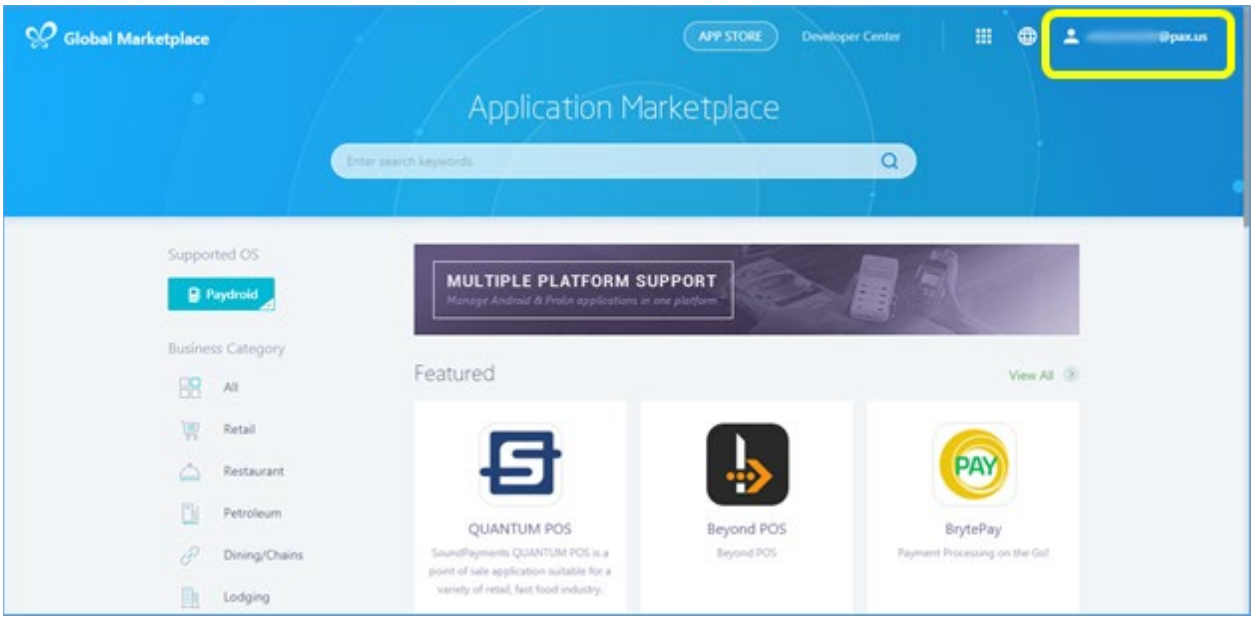


Then enter the 6-digit Google Authenticator code and select **[Submit]**.



4.2.2.4 Step 4. Successful Login - User E-mail Displayed

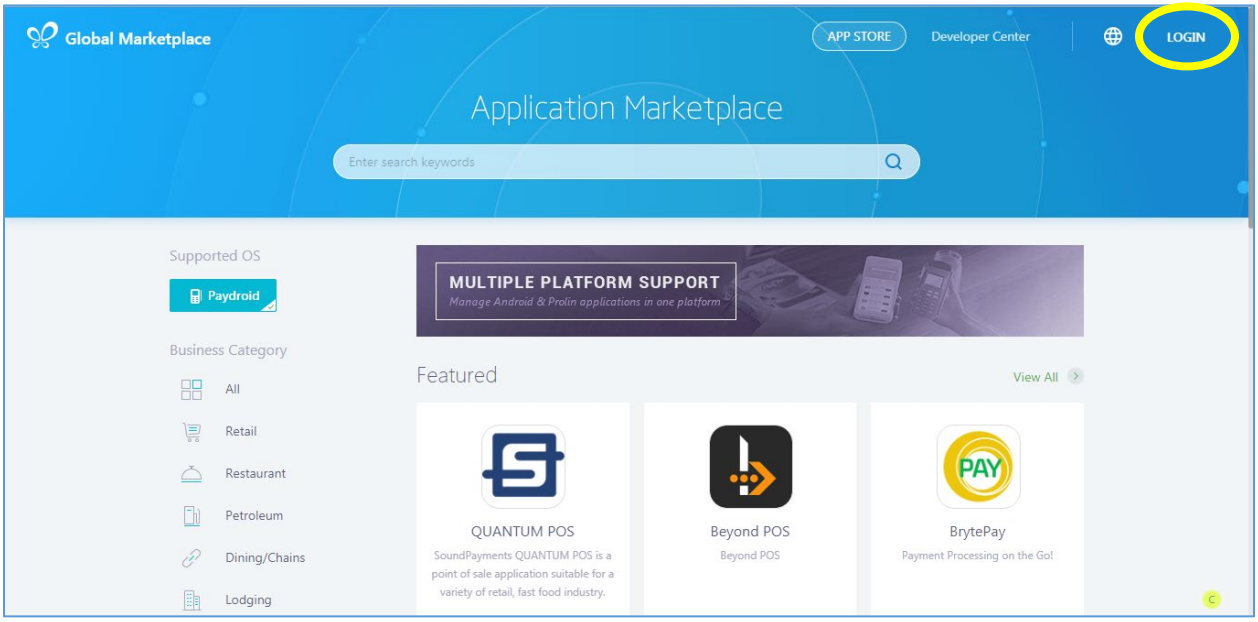
Upon a successful login, the user email address will be displayed in the upper right-hand corner of the page.



4.2.3 Login with Optional Two-Factor Authentication and CAPTCHA

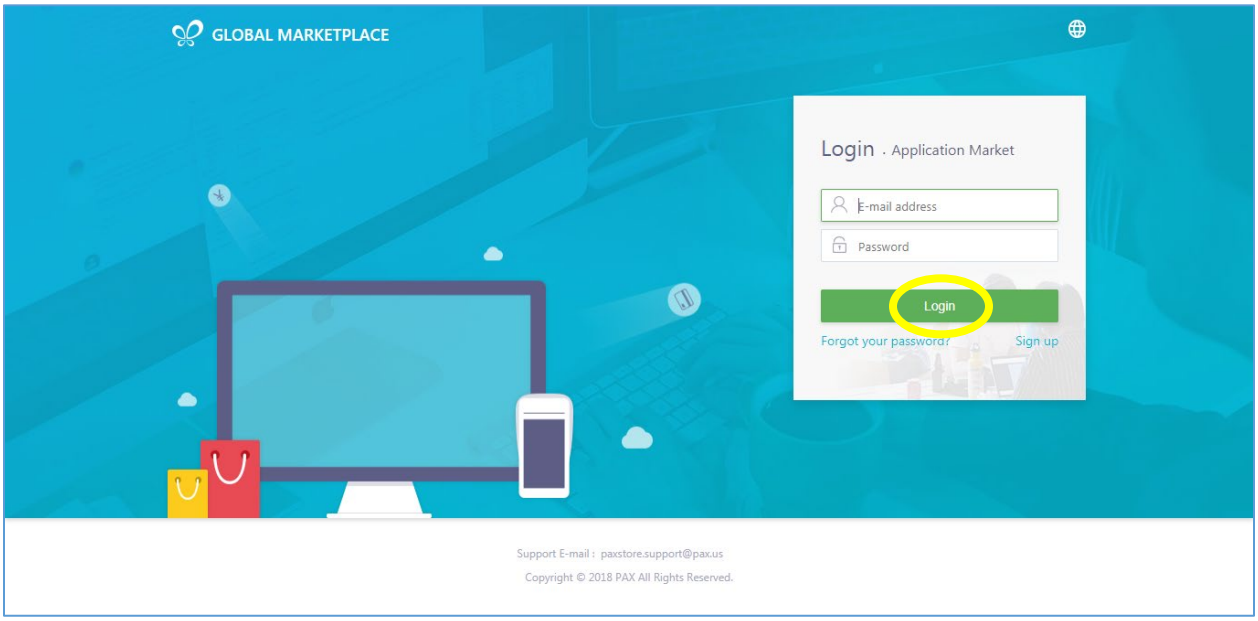
4.2.3.1 Step 1. Home Page Login

From the PAXSTORE home page select the **[LOGIN]** icon on the upper right-hand corner of the page.



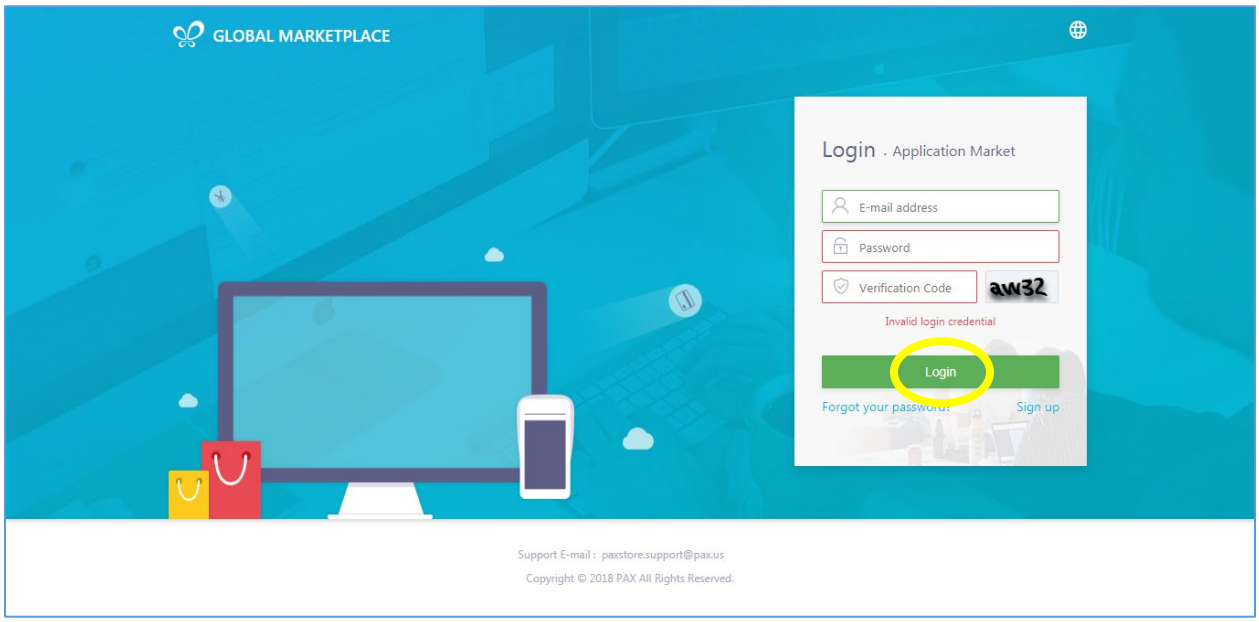
4.2.3.2 Step 2. Enter Login Email Address and Password

Enter the user **email address** and **password** and then select **[Login].**



4.2.3.3 Step 3. Re-Enter Login with Verification Code

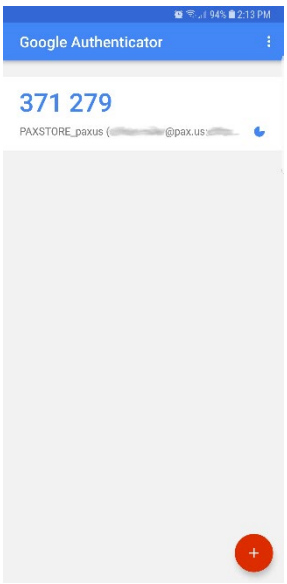
If the email address or the password was not correct a new login screen appears with the message "Invalid login credential", then CAPTCHA verification code entry is required. Follow prompts and enter the **email address**, **password** and the **verification code** and then select **[Login]**.



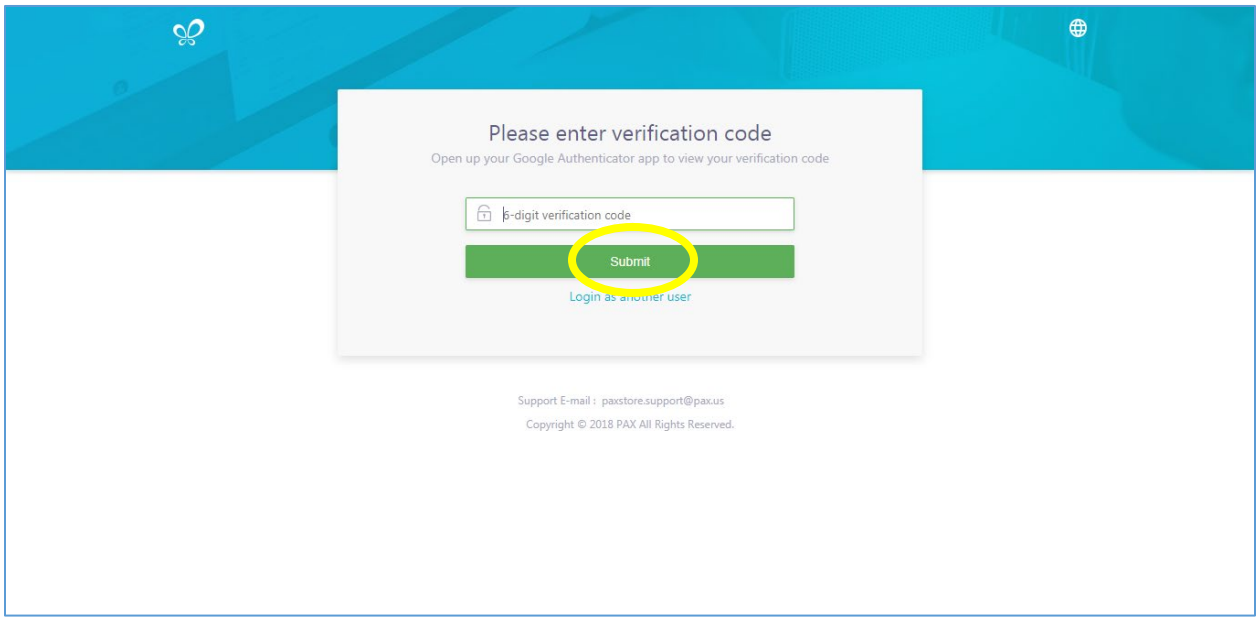
4.2.3.4 Step 4. Google Authenticator Code

If the optional two-factor authentication is enabled the Google Authenticator code will be required to login. Refer to the Google Authenticator application on your phone for the authenticator code.

Cell Phone Google Authenticator Code

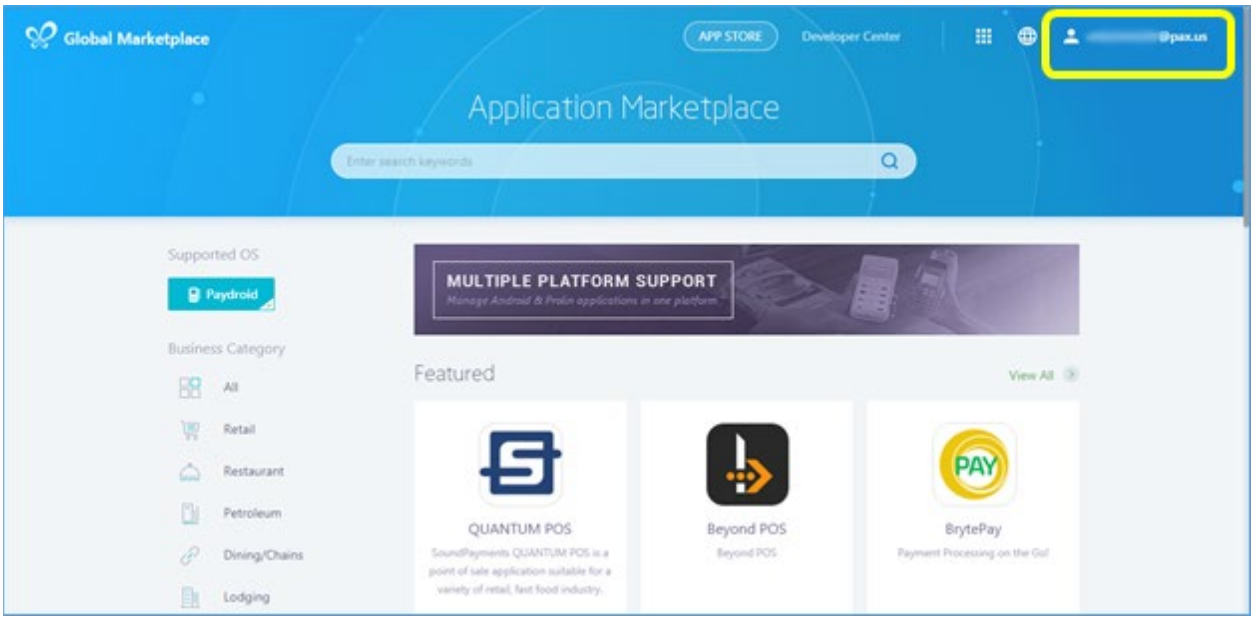


Then enter the 6-digit Google Authenticator code and select **[Submit]**.



4.2.3.5 Step 5. Successful Login - User E-mail Address Displayed

Upon a successful login, the user email address will be displayed in the upper right-hand corner of the page and the user will land on the Application Marketplace page.

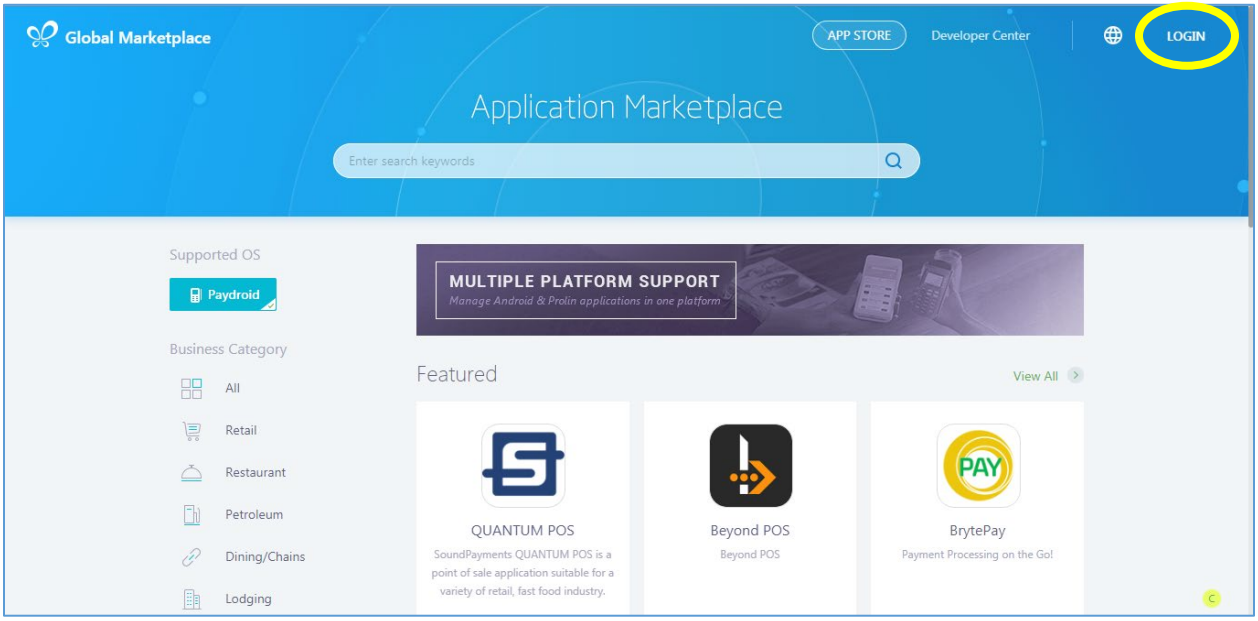


4.2.4 Forgot Password and Resetting Password

This section covers resetting the password.

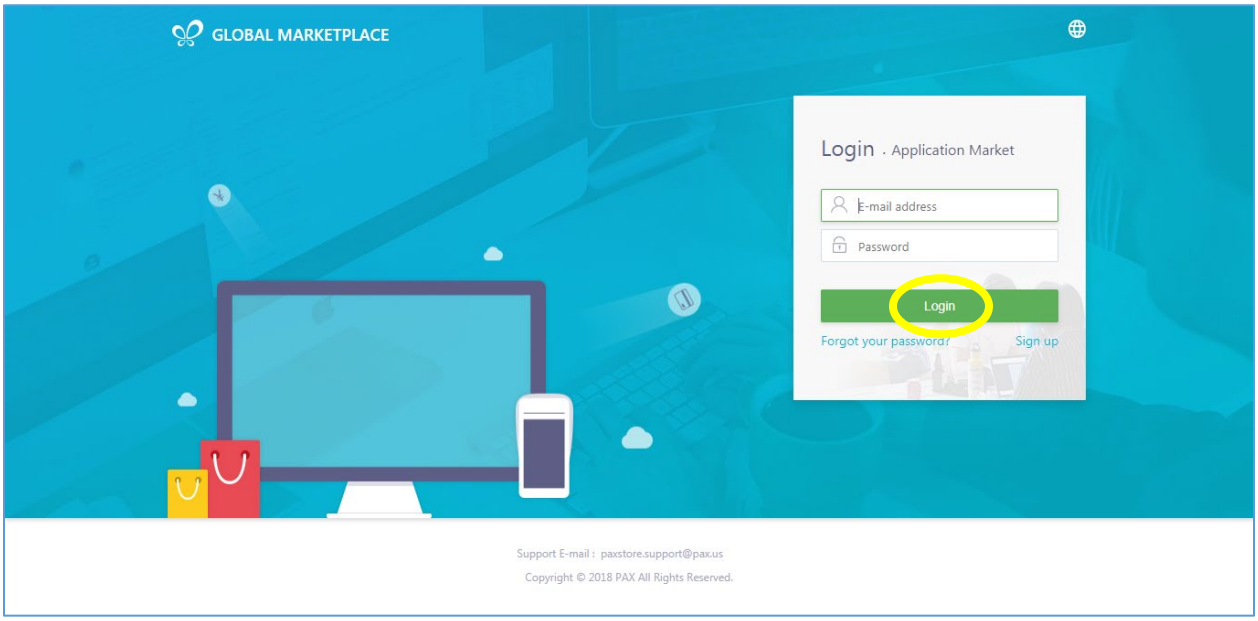
4.2.4.1 Home Page Login

From the PAXSTORE home page select the **[LOGIN]** icon on the upper right-hand corner of the page.



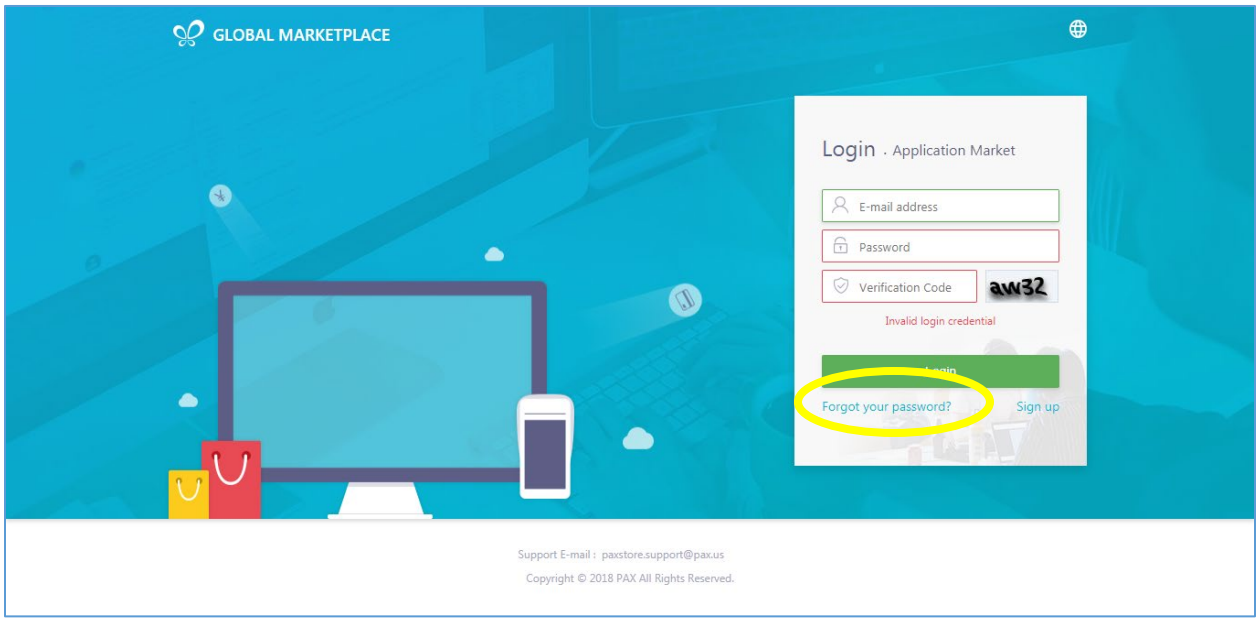
4.2.4.2 Step 2. Enter Login Email Address and Password

Enter the user **email address** and **password** and then select **[Login].**



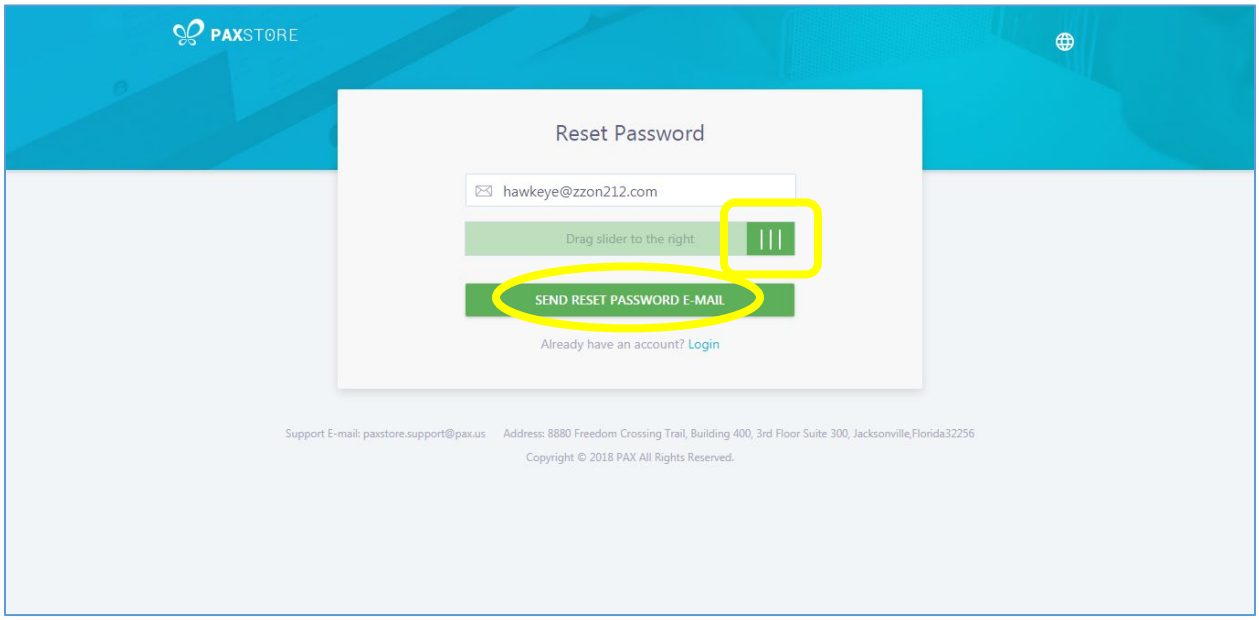
4.2.4.3 Step 3. Request New Password

If the email address or the password was not correct a new login screen appears with the message "Invalid login credential". To reset the password, select the **[Forget your password]** option.



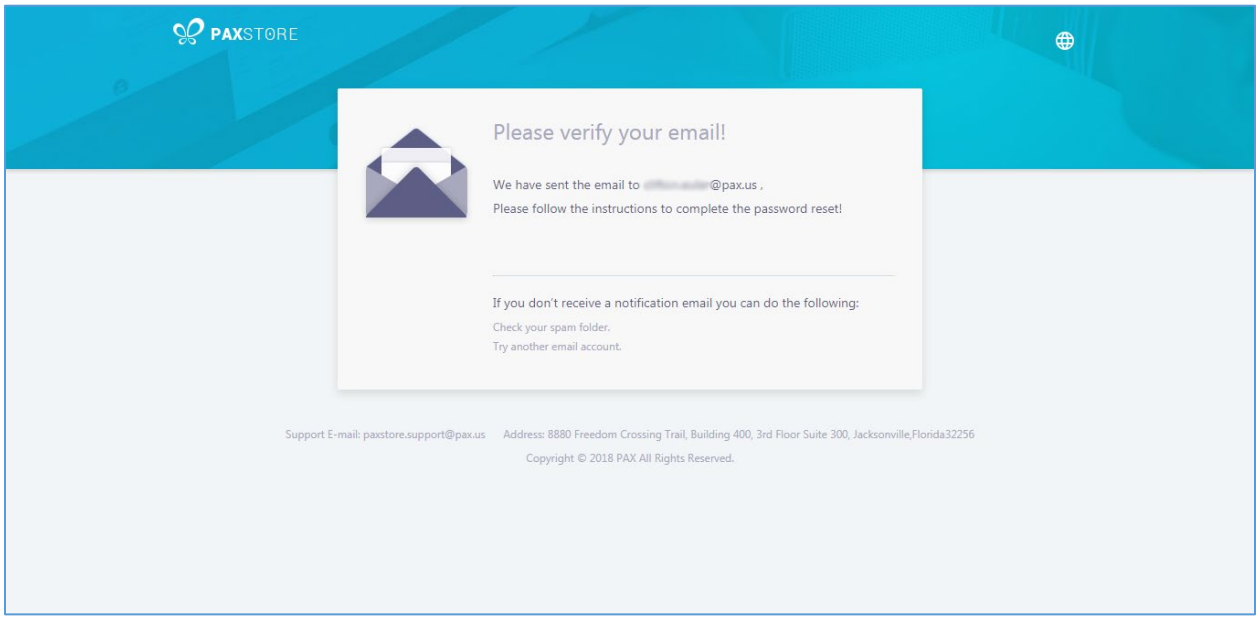
4.2.4.4 Step 4. Reset Password

To reset the password, enter the **login email address**. Then **[drag the slider to the right]**. To send the password reset email select the **[SEND RESET PASSWORD E-MAIL]** option. To bypass the reset email and to re-enter the login information, select the "Login" option.



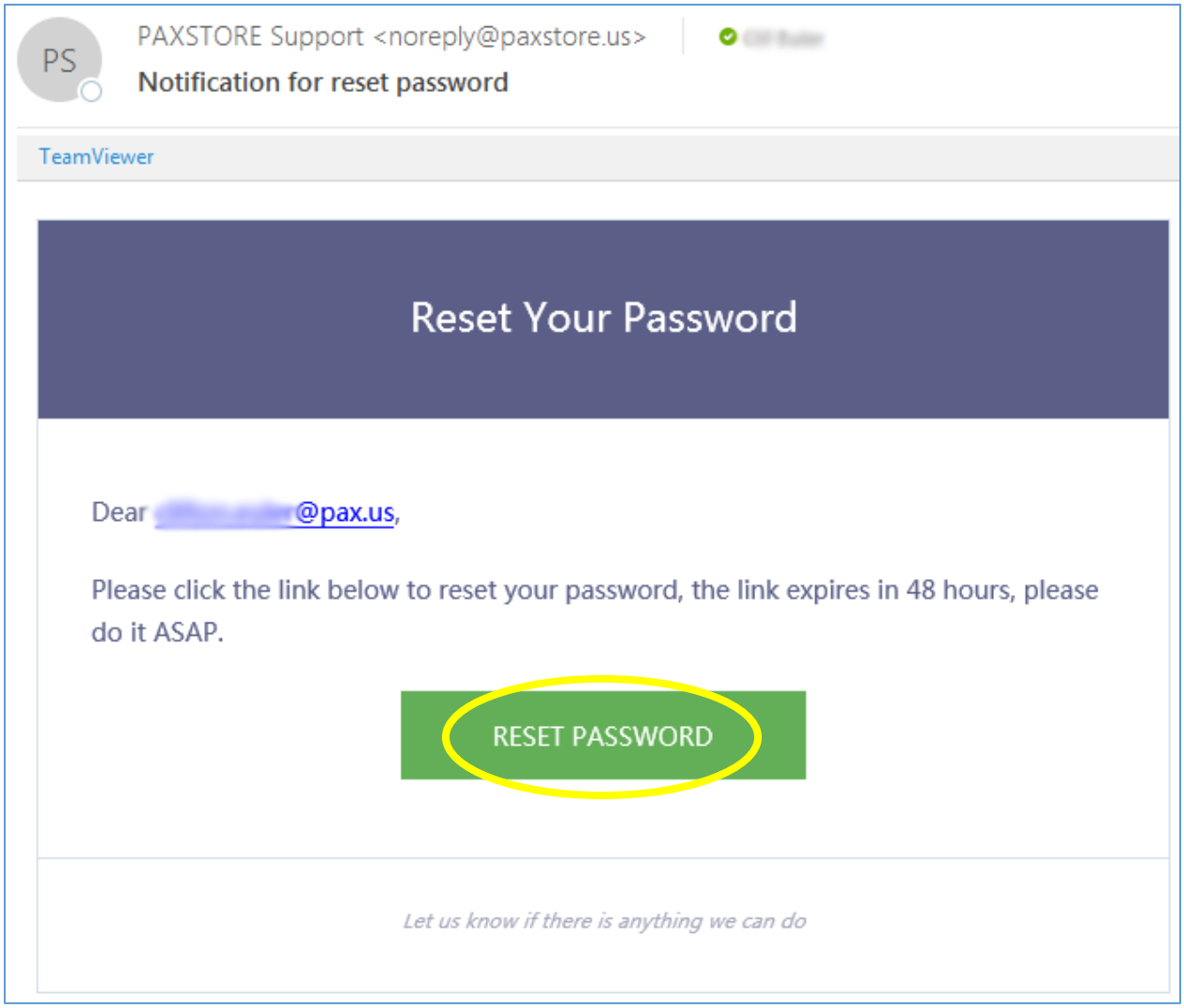
4.2.4.5 Step 5. Verify Reset Password E-mail Request

An email will be sent to the email address provided on the reset password screen.



4.2.4.6 Step 6. Reset Password E-mail

Check your email for the Reset Your Password email message. Select the **[RESET PASSWORD]** option in the email message. The link will expire in 48 hours. This will take you to the password reset page.

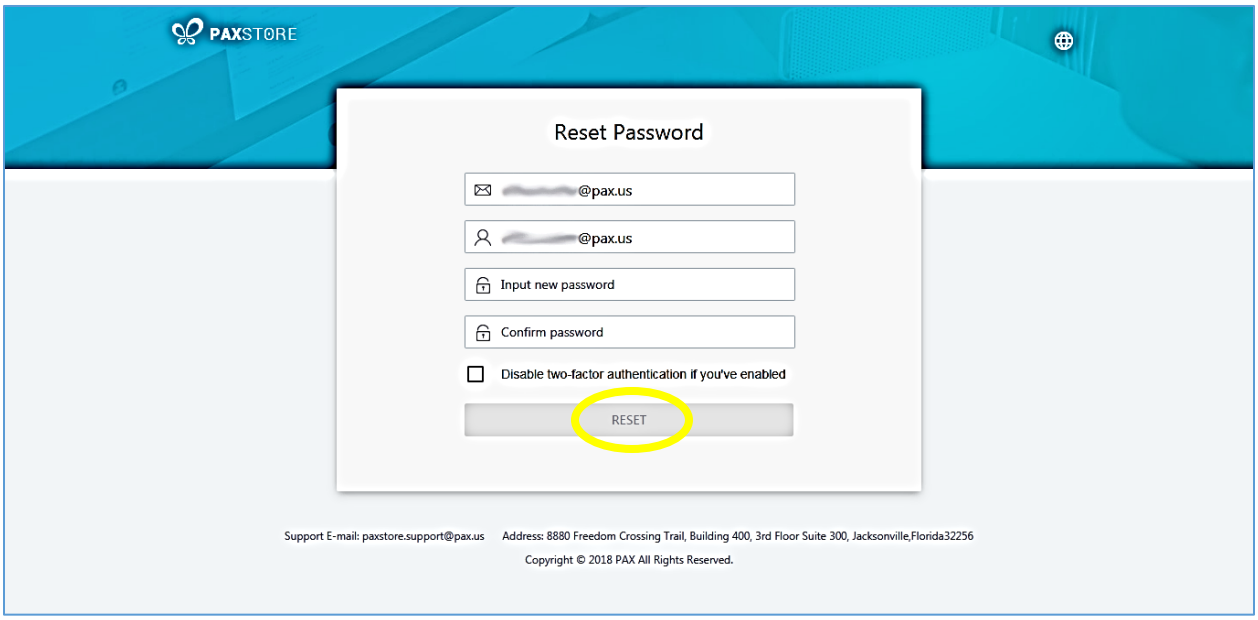


4.2.4.7 Step 7. Reset Password – Disable Two-Factor Authentication

When prompted enter a new password. The password length must be at least 8 or more alphanumeric characters and must contain at least one uppercase character and at least one symbol (!@#$%*()_+-|=[]). The new password should not be same as the previous 4 passwords.

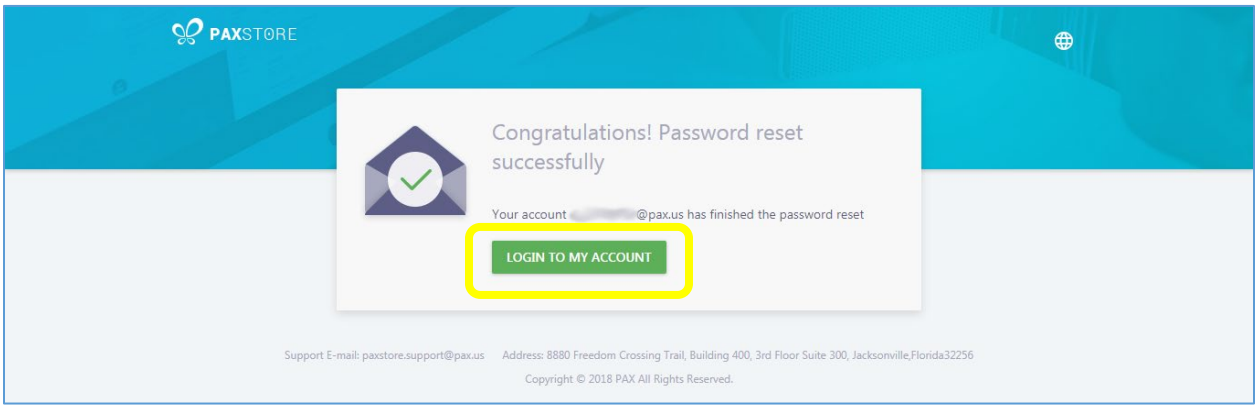
To disable two-factor authentication if enabled click on the box next to the Disable two-factor authentication if you've been enabled option.

To confirm and reset select **[RESET]**.



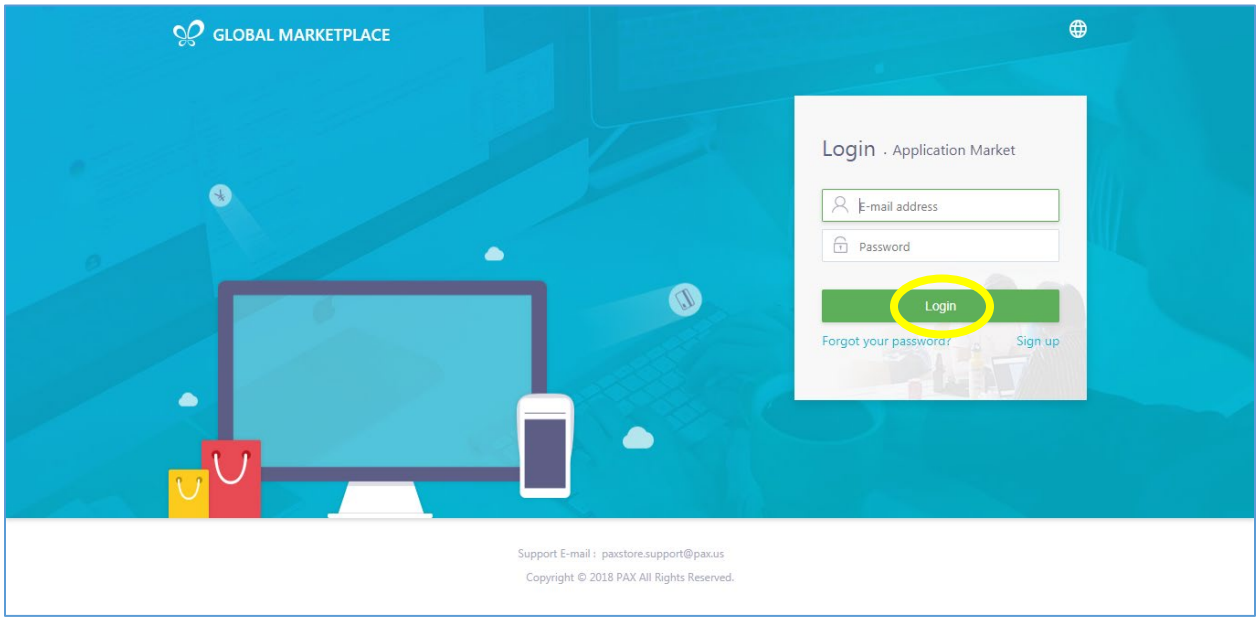
4.2.4.8 Step 8. Password Reset Successfully

The password has been successfully reset. To login, select **[LOGIN INTO MY ACCOUNT]**.



4.2.4.9 Step 9. Enter Login Email Address and Password

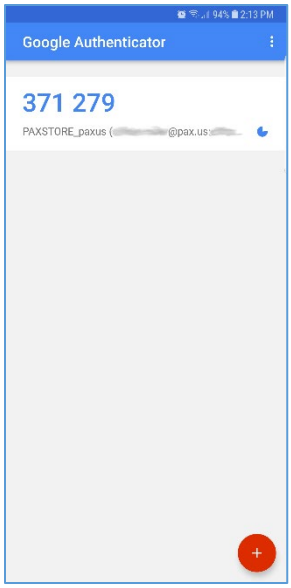
Enter the user **email address** and **password** and then select **[Login].**



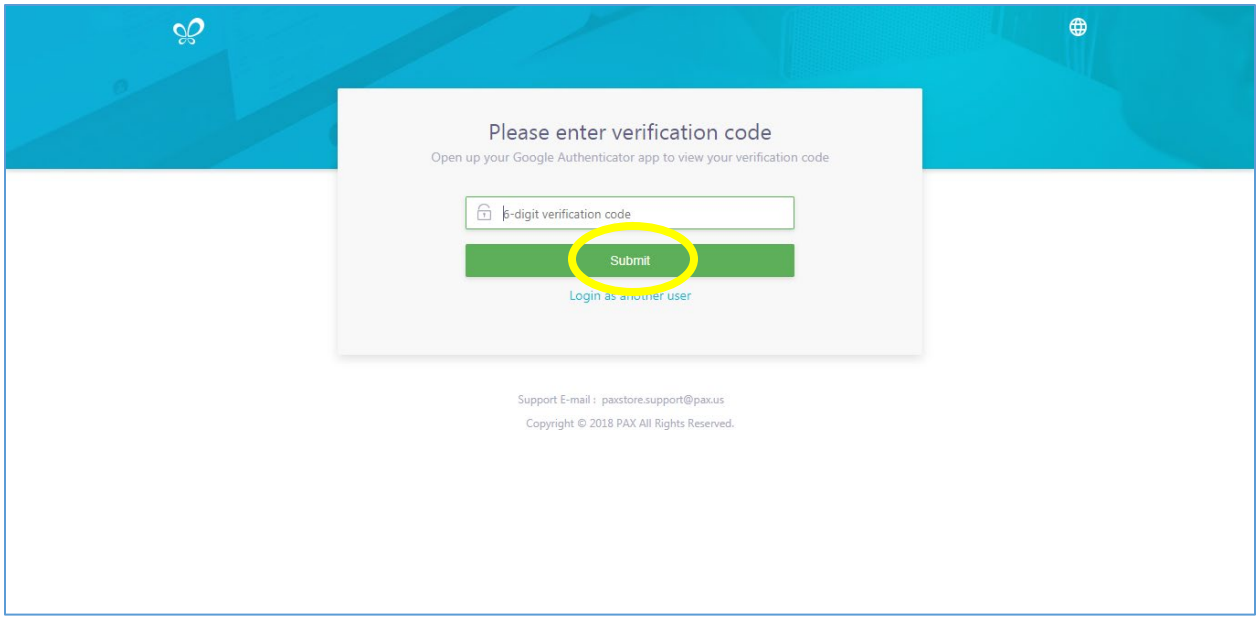
4.2.4.10 Step 10. Google Authenticator Code

If the optional two-factor authentication is enabled the Google Authenticator code will be required to login. Refer to the Google Authenticator application on your phone for the authenticator code.

Cell Phone Google Authenticator Code

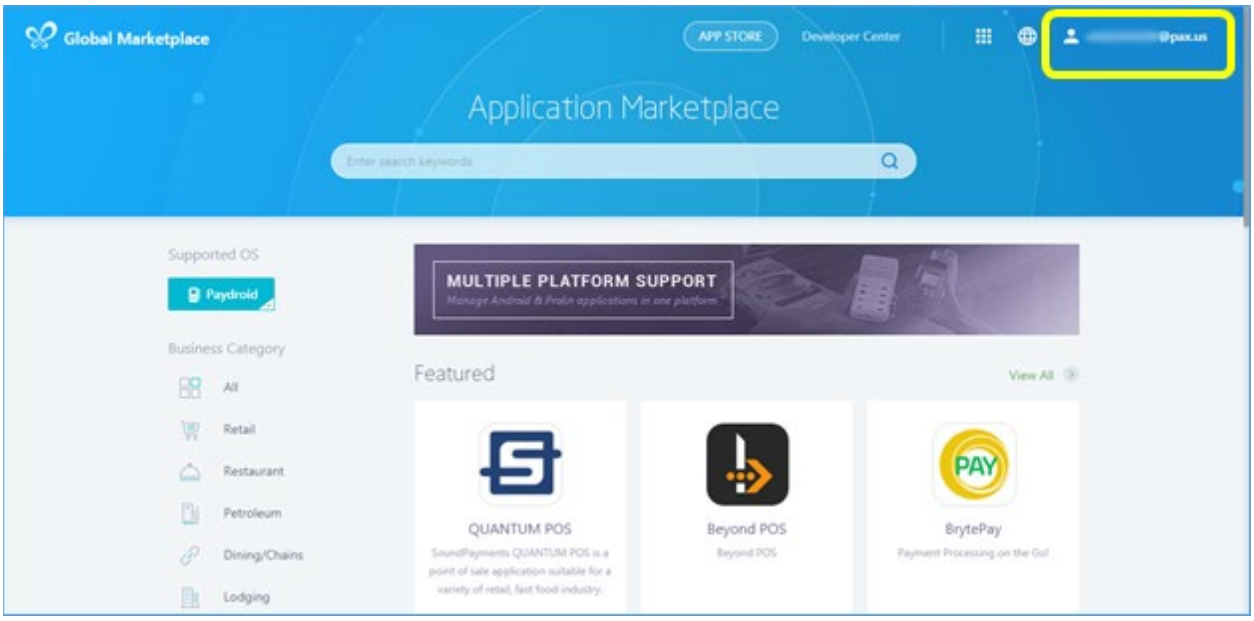


Then enter the 6-digit Google Authenticator code and select **[Submit].**



4.2.4.11 Step 11. Successful Login - User E-mail Address Displayed

Upon a successful login, the User E-mail Address will be displayed in the upper right-hand corner of the page.

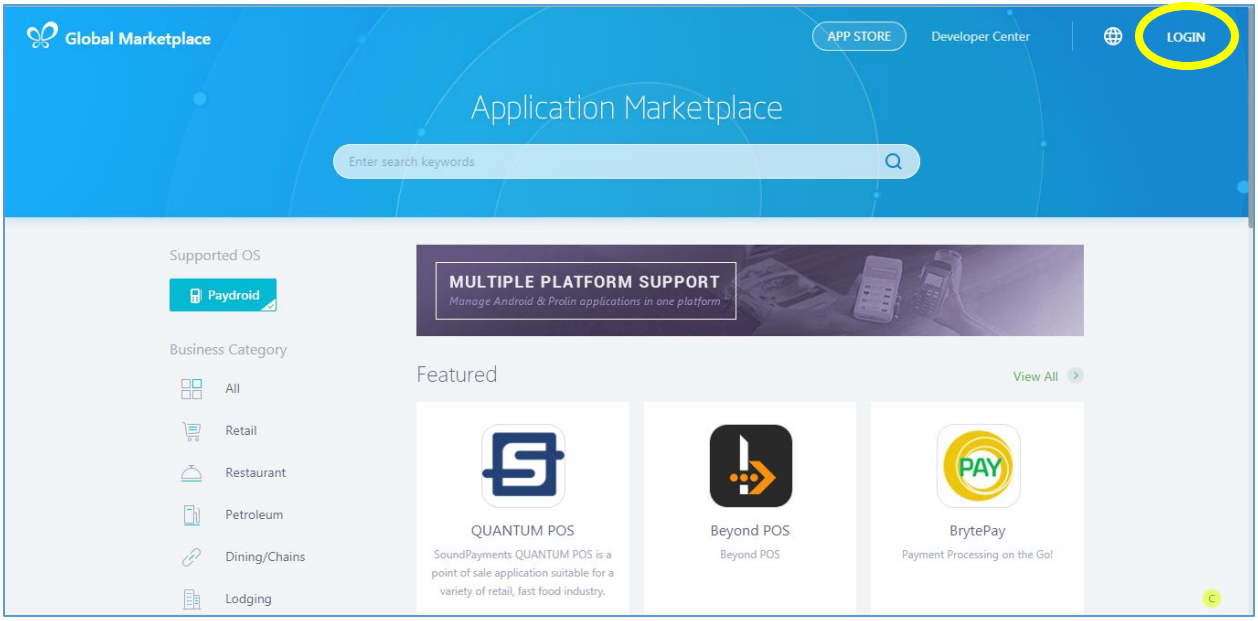


4.2.5 Maximum Login Attempts with Time Out

If the login password fails a message will be displayed “Invalid login credential, your account will be locked after 5 attempts”. If the password attempts exceed the displayed value then the user will be locked out with the following message “User account is locked, please try again after 30 minutes”. After 30 minutes the user can retry logging in.

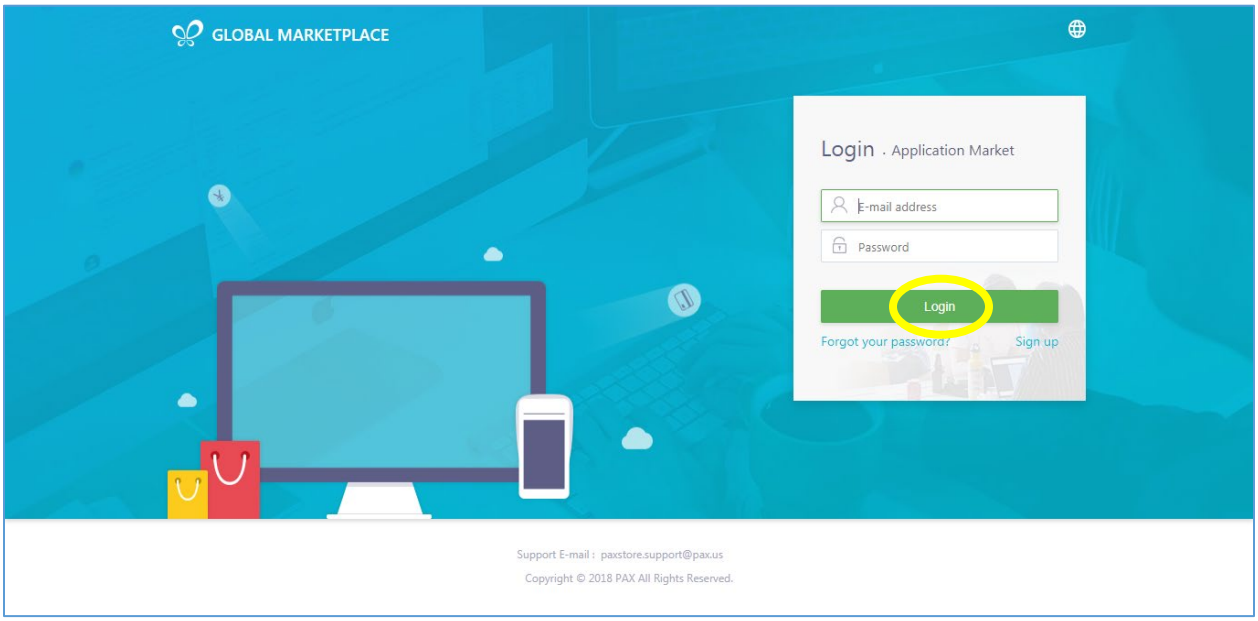
4.2.5.1 Home Page Login

From the PAXSTORE home page select the **[LOGIN]** icon on the upper right-hand corner of the page.



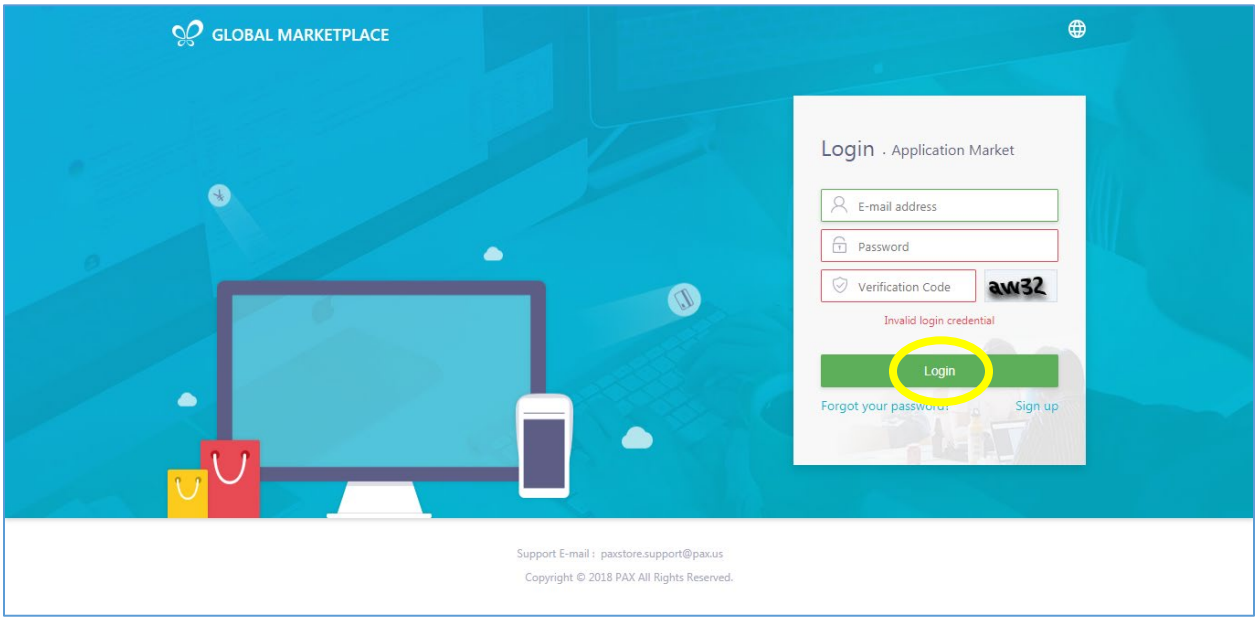
4.2.5.2 Step 2. Enter Login Email Address and Password

Enter the user email address and password and then select **[Login]**.



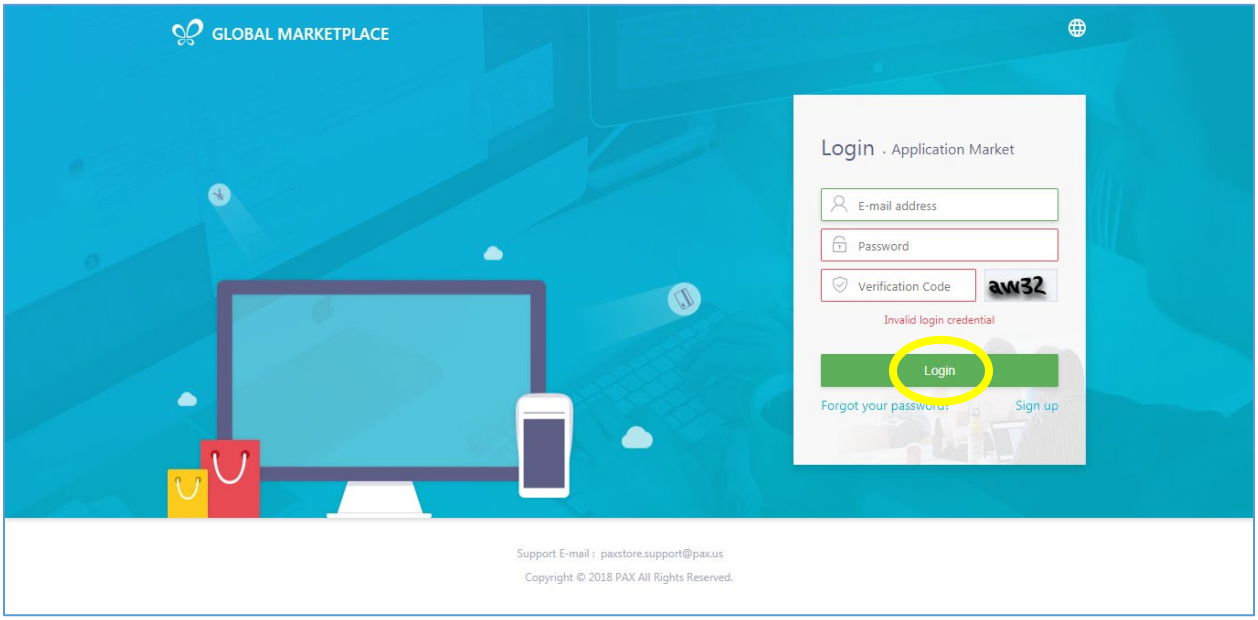
4.2.5.3 Step 3. Re-Enter Login with Verification Code

If the email address or the password was not correct a new login screen appears with the message "Invalid login credential", and the CAPTCHA verification code entry is required. Follow prompts and enter the **email address**, **password** and the **verification code** and then select **[Login]**.



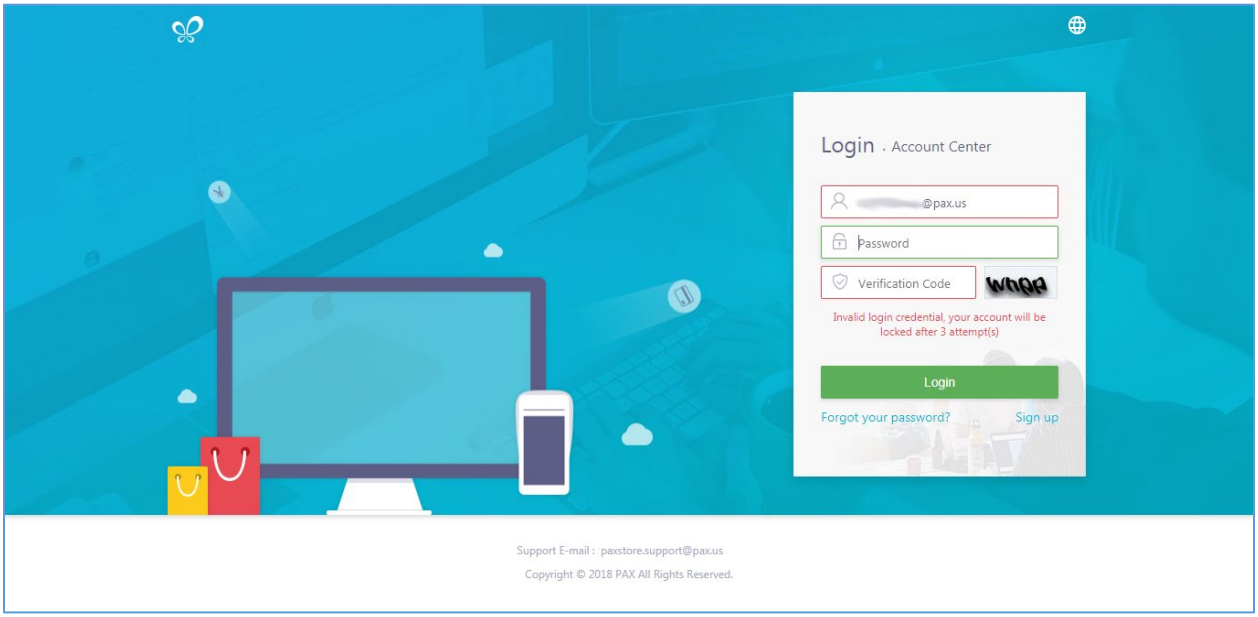
4.2.5.4 Step 4. Re-Enter Login with Verification Code – 2nd Attempt

If the email address or the password or the CAPTCHA codes was not correct a new login screen appears with the message "Invalid login credential", and the CAPTCHA verification code entry is required. Follow prompts and enter the **email address**, **password** and the **verification code** and then select **[Login]**.



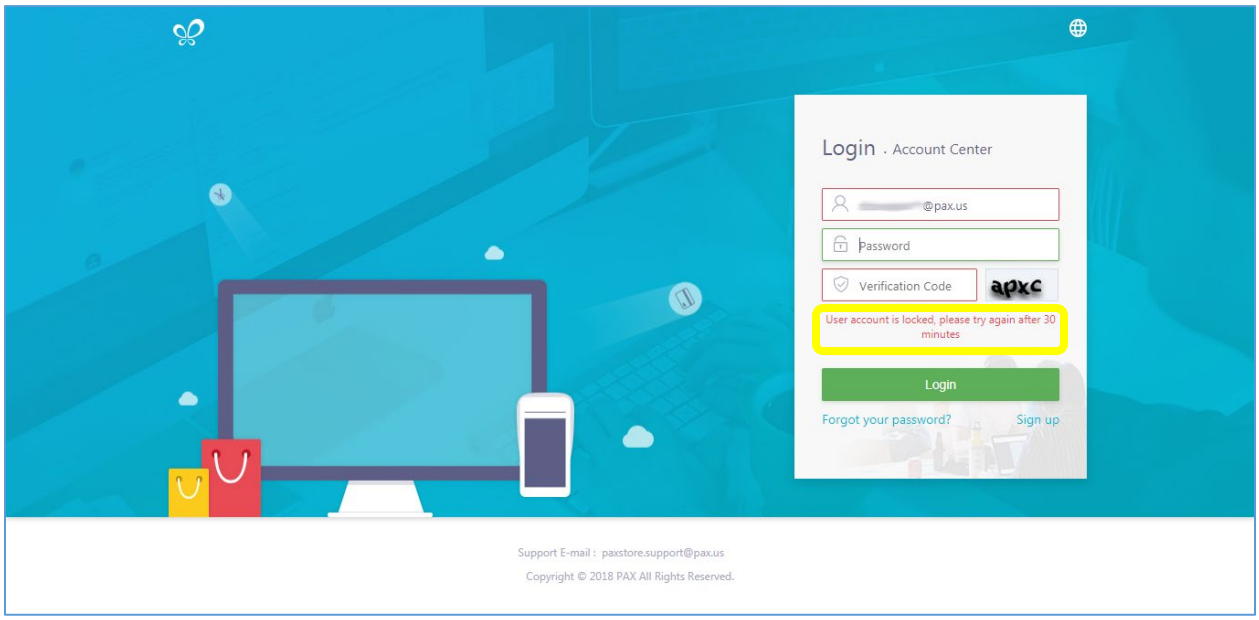
4.2.5.5 Step 5. Re-Enter Login with Verification Code – 3+ Attempt

If the email address or the password or the CAPTCHA codes was not correct a new login screen appears with the message "Invalid login credential, your account will be locked after 3 attempt(s)", and the CAPTCHA verification code entry is required. This message mentions there are only 3 more failed password attempts before lockout occurs. Follow prompts and enter the **email address**, **password** and the **verification code** and then select **[Login]**.



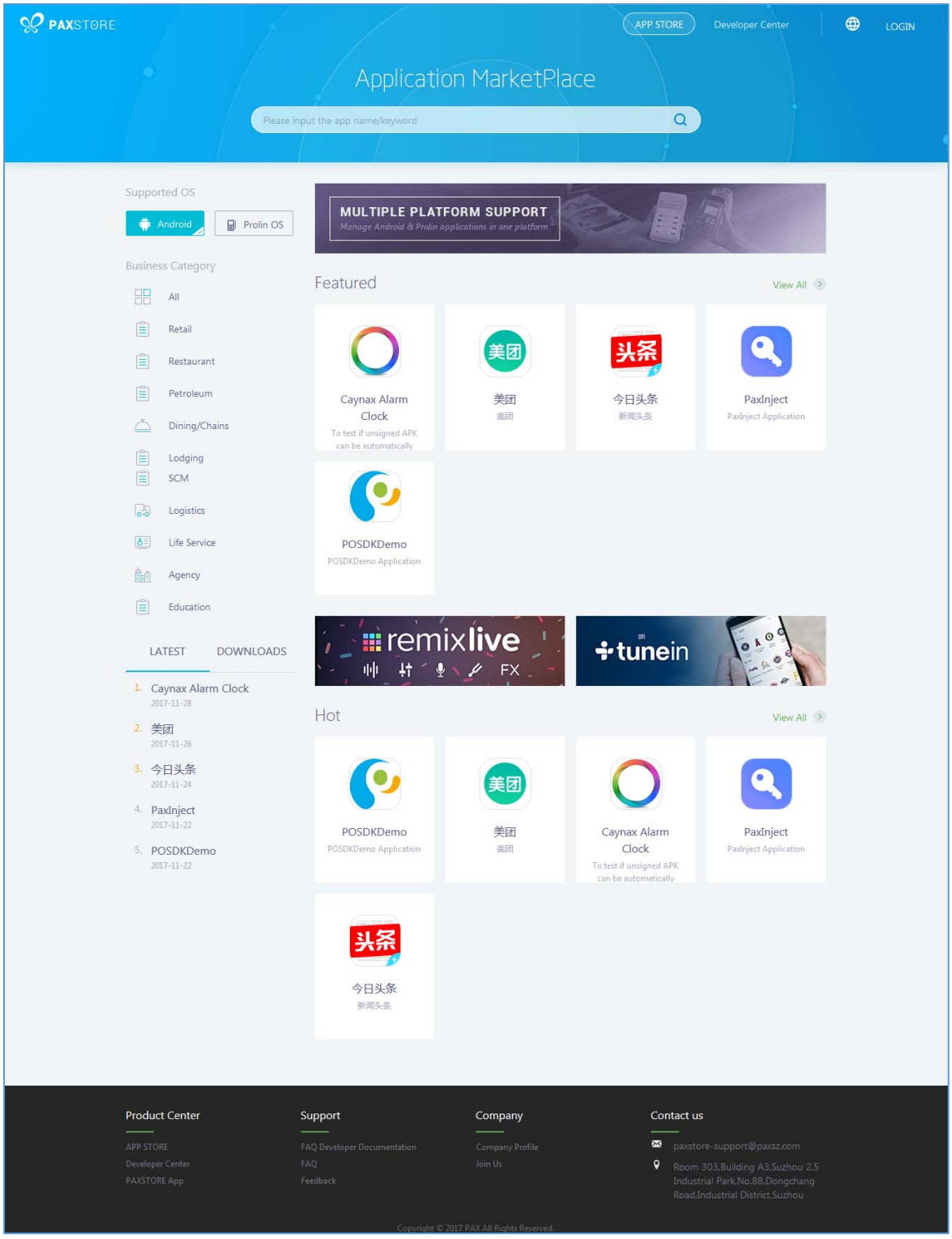
4.2.5.6 Step 6. Account Lock Out

If the password was not correct a new login screen may appear with the message "User account is locked, please try again after 30 minutes". After 30 minutes the user can retry logging in.



5 The PAXSTORE Marketplace

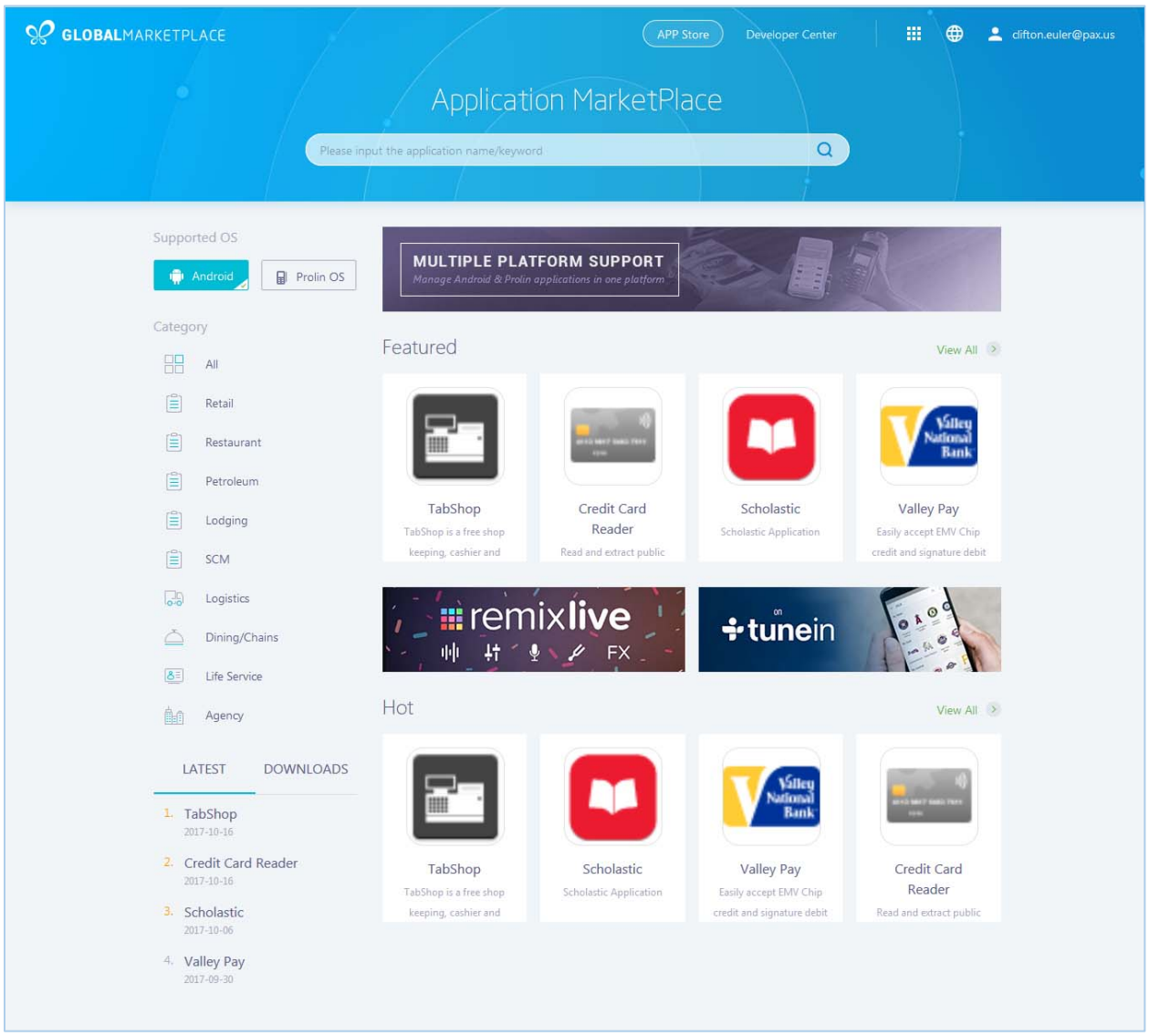
The PAXSTORE marketplace is where applications are located and available for purchase and download. Some examples might be an ID verification, time and attendance or a POS application.



There are also applications that are not directly visible in the Application Marketplace. Some examples might include a payment application or firmware update or other applications that the reseller may have configured to be pushed out to selected terminals.

The Marketplace also includes various reports and displays Featured and Hot application sections which can be sorted by downloads and order by date. Other sorting options include display applications by category such as retail, restaurant, logistics and chain stores.

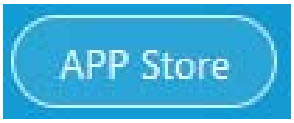
PAXSTORE APPLICATION GLOBALMARKETPLACE HOME PAGE



On the Market Place home page, there are navigation links, various application search options and listings of applications. Below describes the Application Market Place home page.

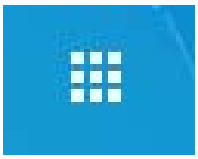
5.1 Reseller Market Place Home Page Details

App Store: At the top right-hand center area of the page there is an APP Store button. Selecting this link takes the user to the GLOBAL APPLICATION MARKETPLACE.

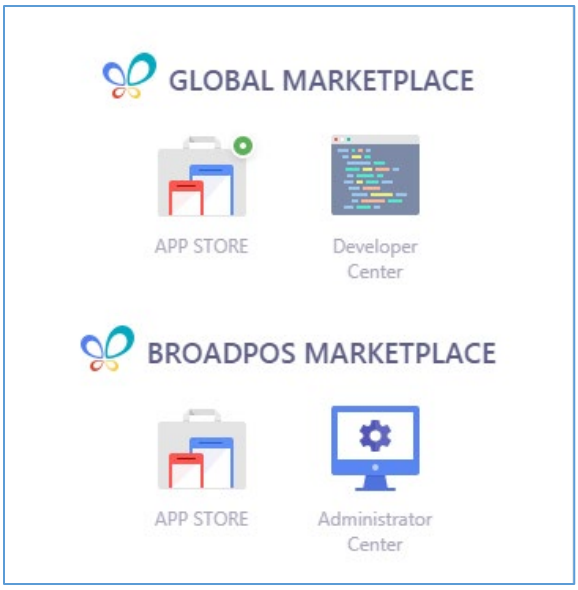


Developer Center: At the top right-hand area there is a Developer Center link. Selecting this link takes the user to the App Distribution and Promotion home page.

Multi-Links: Depending upon whether the user is logged in or not and access privileges the Multi-Link box may be displayed. When selected opens a pop-up window that displays links to various pages.



Multi-Link Popup Window: When the Multi-Link icon is selected the following pop-up, window will appear. Various links can be displayed depending upon the user's access privileges. In this example within the Global Marketplace is the APP Store, Developer Center and the Administrator Center and within the Resellers PAXSTORE the APP Store and the Administrator Center. Selecting an icon will take the user to the described home page supported by the login privileges. n



Language Section: At the top right-hand corner area there is a feature that supports the option to select supported languages. Selecting the icon displays a list of supported languages. Selecting a language changes the site to display text in the supported language as English and Chinese.

Login: At the top right-hand corner area is the login icon. Selecting this icon takes the user to the Application Market login/sign up home page.

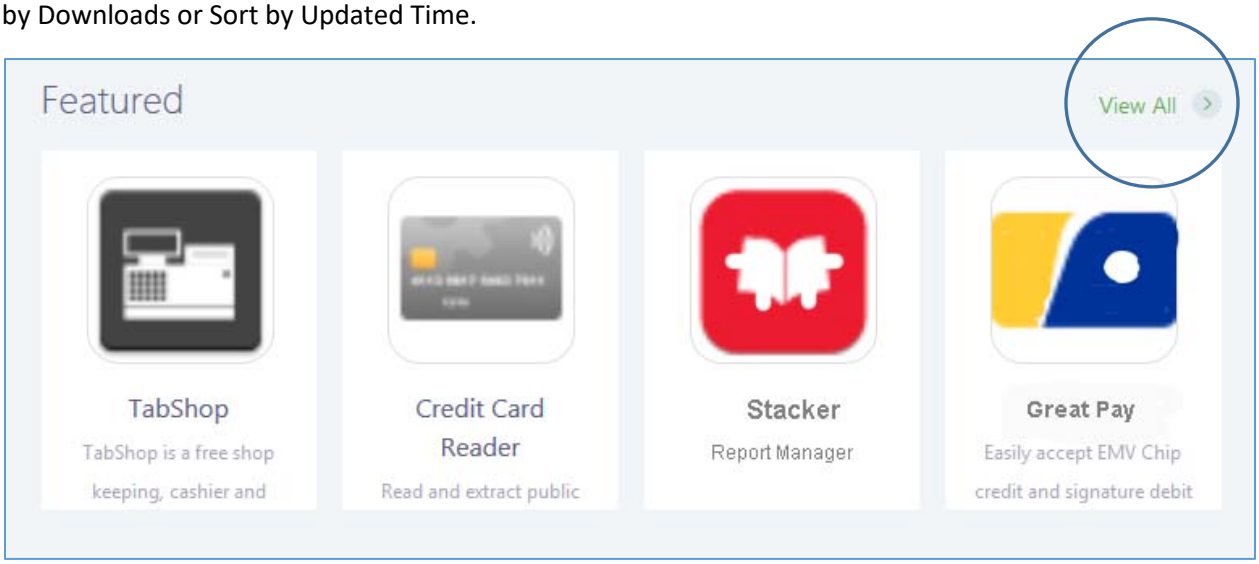
Log In ID: If the user is logged into the web site the users ID will be displayed in the upper right-hand corner of the page in place of the Sign In icon.

Search Feature: Near the top center of the page is a search feature which supports search by application name or keyword.

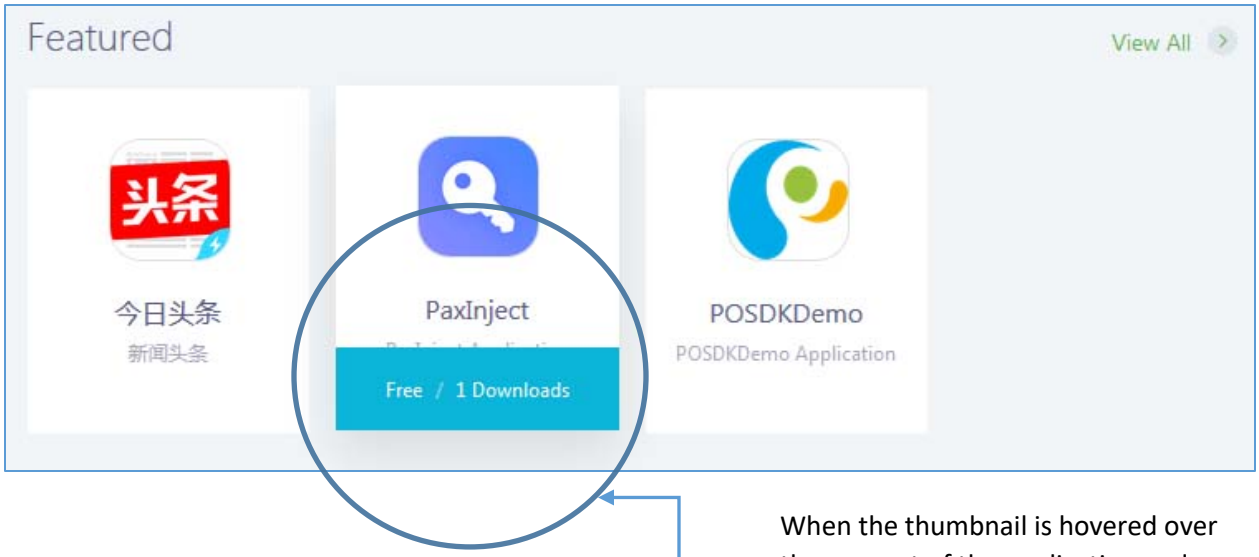
Supported OS: The is a quick search feature that displays applications based upon the Android or Prolin based operating systems on the point of sale terminal. Selecting one or the other OS displays the associated applications.

Top Banner: There are two locations on the Marketplace home page that can display advertising or informational banners. Both banners are configured only within the Administrator Center Global Dashboard section of the site. These are not accessible to the reseller level administrator.

Featured: The Featured section displays featured applications based upon the Supported OS type selected and what is configured by the Reseller Administrator. The Reseller Administrator can add or remove applications to be featured within the Dashboard section. This section also includes a drop-down sort option by selecting the View All icon to display featured applications and then select FILTER to sort by All, Free and Charged downloads. Another sort option is available by selecting SORT then Sort by Downloads or Sort by Updated Time.



The applications are displayed as thumbnails and when the thumbnail is clicked an additional application detailed page is opened. When the thumbnails are hovered over the application price and number of downloads is displayed.



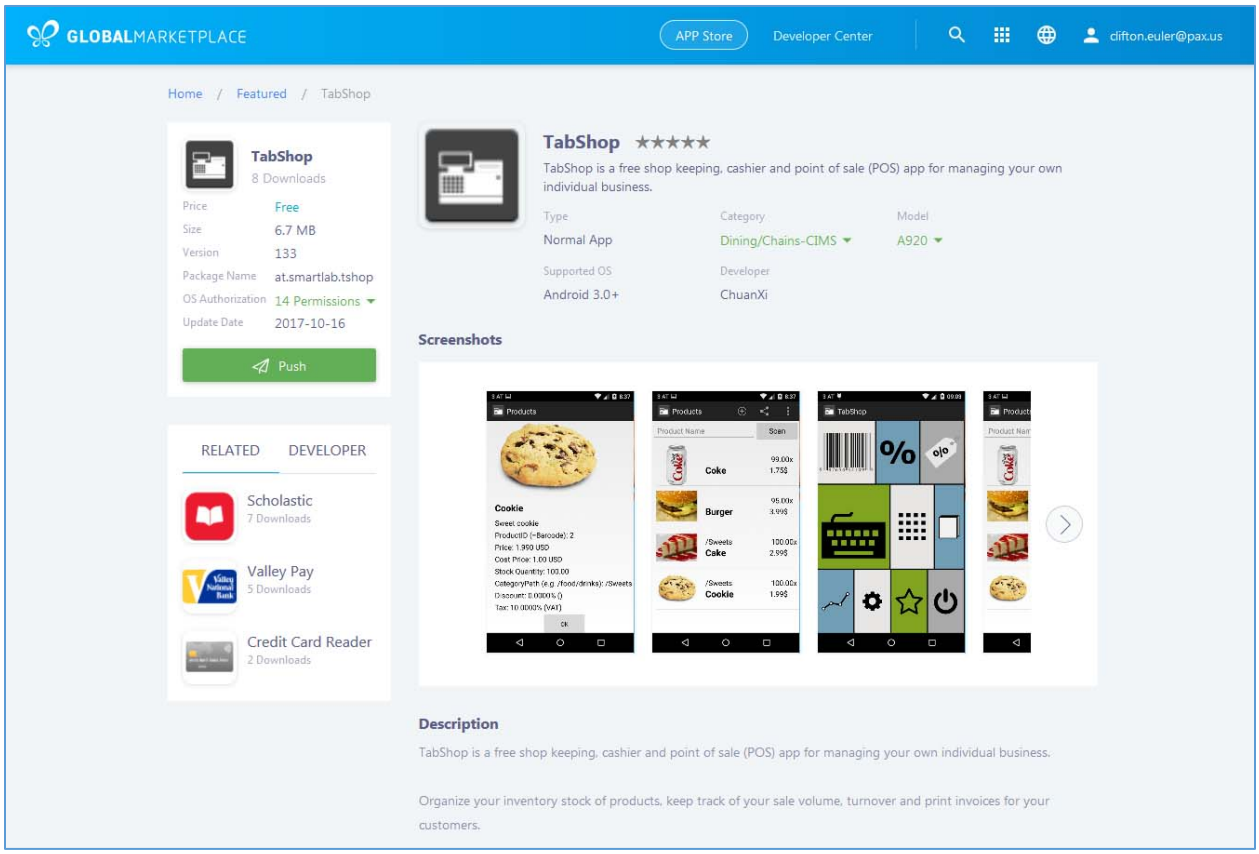
When the thumbnail is hovered over the amount of the application and number of downloads are displayed.

5.2 Application Detail Page

Breadcrumb: The top of the page features a breadcrumb for easy navigation. Select anyone of the breadcrumbs for a short cut to the selected page.

Search Icon: In the top mid-right side there is a search icon which supports a search by application name or keyword.

Application Detail Screen Shot



5.2.1 Main Section of the Application Detail page.

The main section of the application detailed page includes the following headers:

- Application Icon
- Application Name
- Rating Stars
- Brief Description
- Type
- Category
- Model
- Supported OS
- Developer
- Screen Shots
- Description
- Release Notes
- Comments

Main Section Definitions

Application Icon: Displays the application icon and pulls the icon file directly from the application file. Supports png, jpg, and jpeg. When loaded on the web page the size is fixed and the image size is changed to support the image requirements.

Application name: Displays the name of the application name.

Rating Stars: Displays bold stars with a value of 0-5 stars to show the rating of the application. (Currently, this option is still in development and does not work. There is no ability for users to rate the application)

Brief Description: A very brief description of the application.

Type: Application type.

Category: Application category type such as retail, restaurant, petroleum, attendance, and reports.

Model: The compatible terminal name.

Supported OS: Supported operating system.

Developer: Name of the developer for the application.

Screen Shots: Screen shot images of the application.

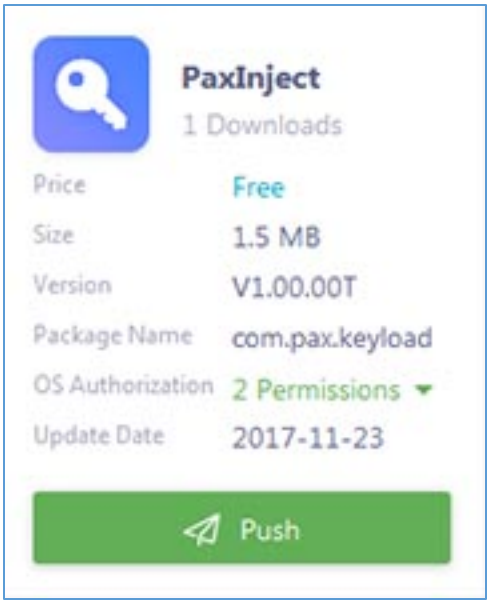
Description: Detailed description of the application.

Release Notes: Release date and a summary of the release notes.

Comments: A section to add comments, product description information, and announcements.

There is a sub section of the application detail page which supports the ability to push and purchase the application. This section includes the following headers:

- Application Icon
- Application Name
- Number of downloads
- Price
- Size
- Version
- Package Name
- OS Authorization
- Update Date
- Push Button



5.2.2 Sub Section Definitions

Purchase: Clicking on the Push button takes the user to another page to begin the purchasing process.

Application Icon: Displays the application icon and pulls the icon image file directly from the application file. Supports .png, .jpg and .jpeg. When loaded on the web page the image file size is changed to support the image requirements for the page.

Application name: Displays the name of the application name.

Number of Downloads: Displays the number of successful downloads.

Price: Displays the price for the application

Size: Displays the application file size.

Version: Displays the application version information.

Package Name: Displays the application file name.

OS Authorization: Displays the operating system authorization such as the permissions WRITE_EXTERNAL_STORAGE and the READ_EXTERNAL_STORAGE.

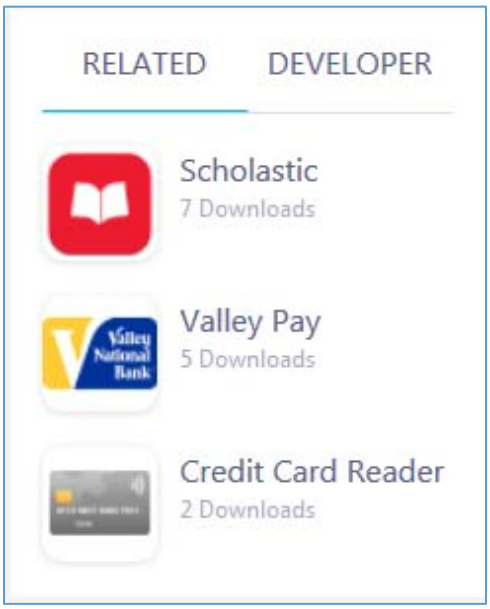
Update Date: Displays the application build date.

Push Date: Displays the application push date.

Related / Developer: Another small side bar section displays applications that might be a related type of an application or created by the same developer. This section can be sorted by related or by developer.

5.3 Applications displayed by Related or Developer Section

This section displays applications that might be related by type to the selected application or have been created by the same developer. If an application is selected from this group, it will replace the featured application.



6 Add Sub-Reseller

The add Sub-Reseller feature allows the Reseller to add, edit or delete a sub-reseller. The Reseller cannot add, edit or delete a Reseller. The Reseller is added, edited or deleted by PAX. Sub-Resellers can add, edit or delete their own merchants.

The Add Sub-Reseller option is located within the Reseller Administration level in the Terminal Management category and then within the + SUB-RESELLER link option.

6.1 Step 1. Login to the Reseller PAXSTORE

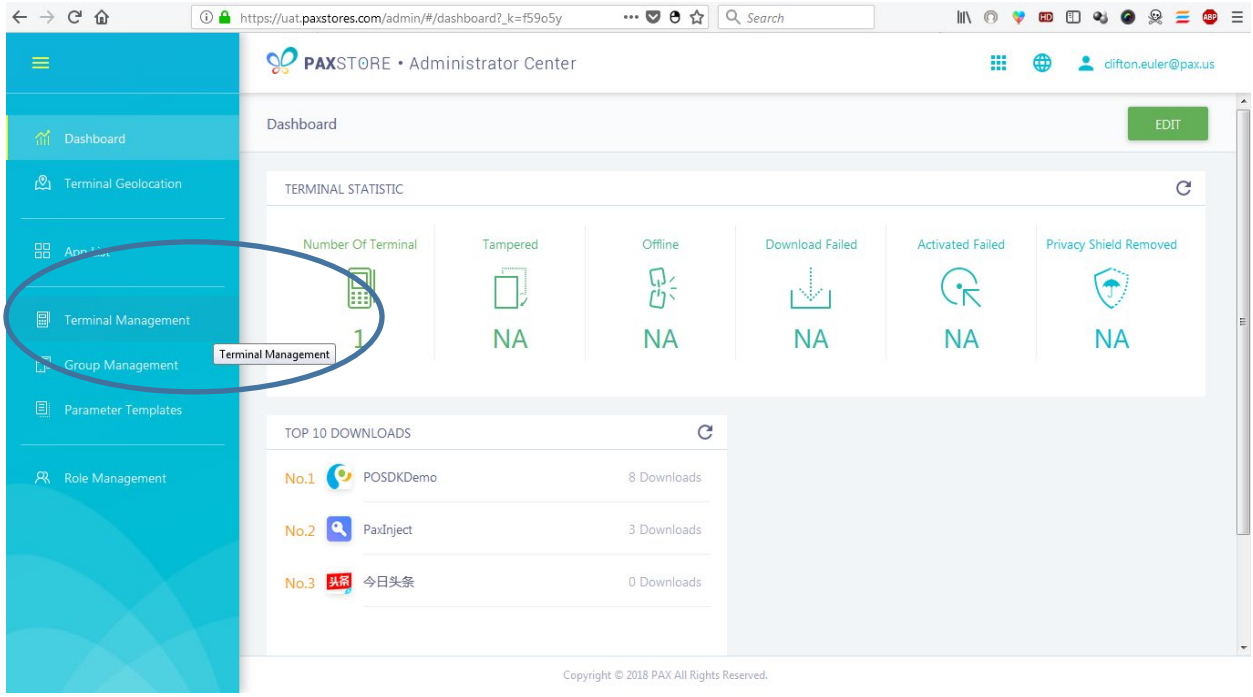
From the PAXSTORE home page select the LOGIN icon in the upper right-hand corner of the page and log in. If the login is successful, the GLOBALMARKETPLACE page will open.

6.2 Step 2. Select the Reseller Administrator icon

From the GLOBALMARKETPLACE page select the Multi-Link icon and then select the PAXSTORE Reseller Administrator icon.

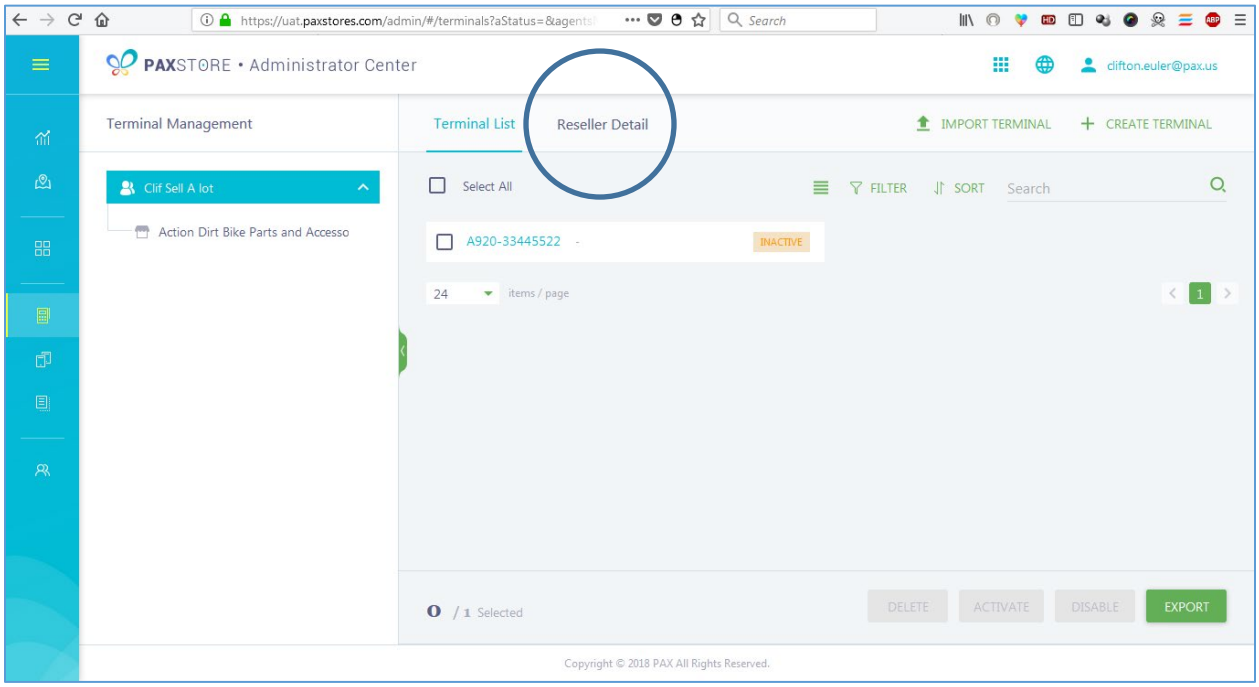
6.3 Step 3. Select the Terminal Management Category

From the left side of the page, select the Terminal Management category.



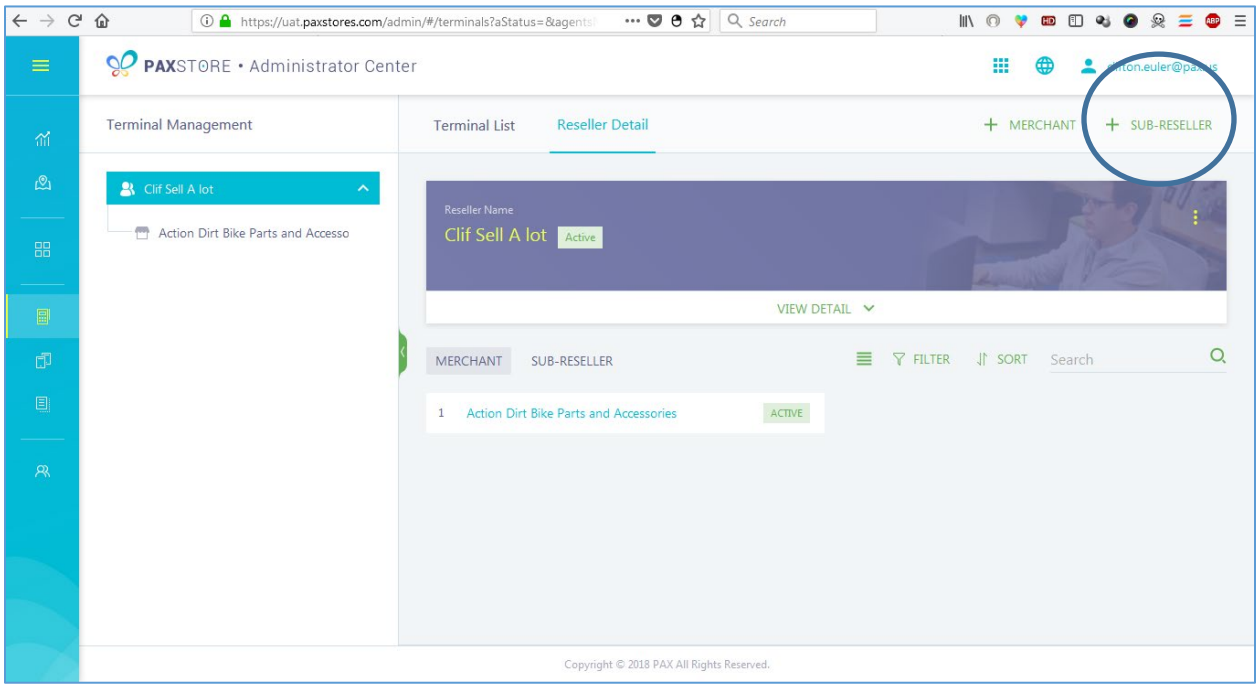
6.4 Select Reseller Detail option

From the upper center area of the page select the Reseller Detail option.



6.5 Select the + Sub-Reseller option

From the upper right side of the page select the + SUB-RESELLER option.

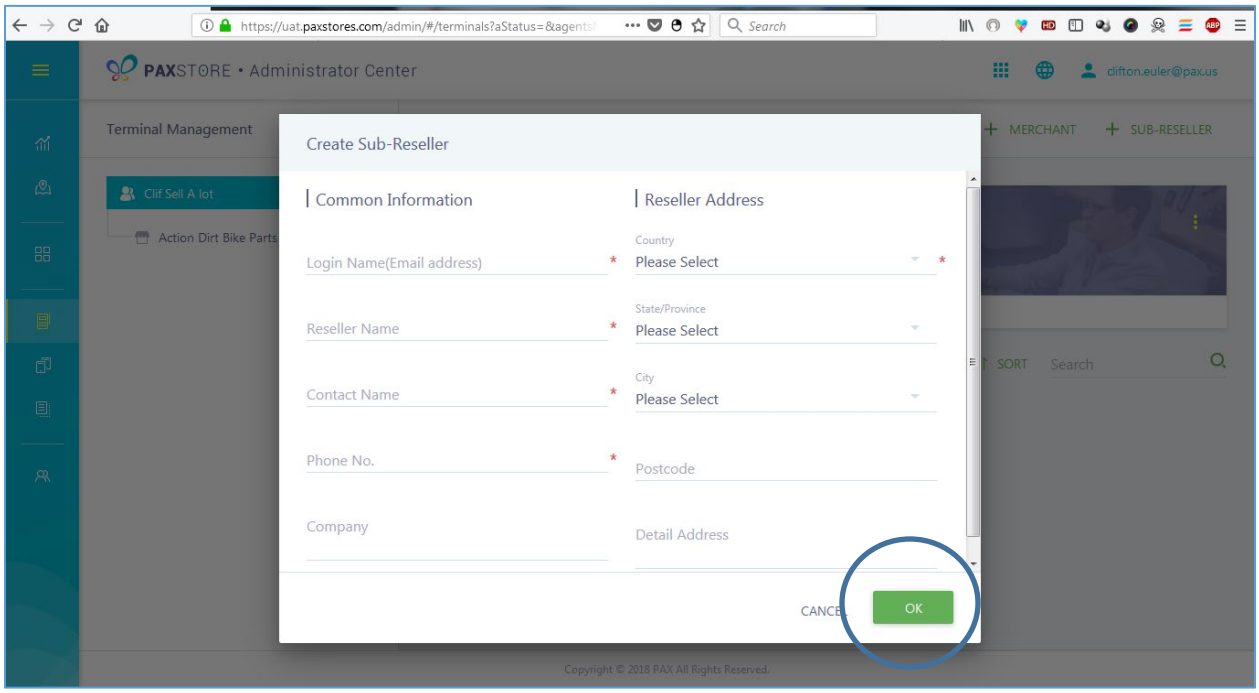


6.6 Create Sub-Reseller

After selecting the + SUB-RESELLER option a pop-up window will appear that displays the fields for setting up a new Sub-Reseller. Some fields are required highlighted with a red Asterix. If a required field is entered incorrectly a red text message will be displayed. Select the OK button to save and exit or CANCEL to exit without saving.

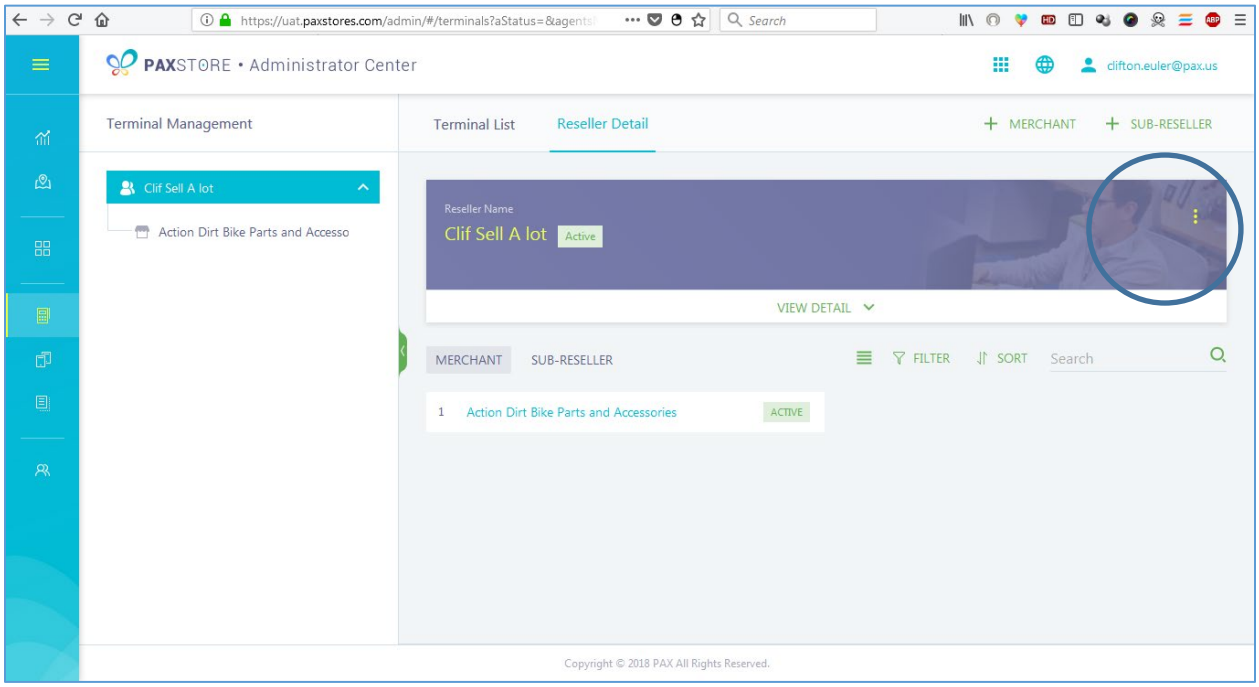
The following fields will be displayed:

- Login Name (email address)
- Reseller Name
- Contact Name
- Phone No.
- Company
- Reseller Address
- Country
- State/Province
- City
- Postcode
- Detail Address



6.7 Sub-Reseller Options screen

To edit the Sub-Reseller, select the Options Icon on the right side of the page.

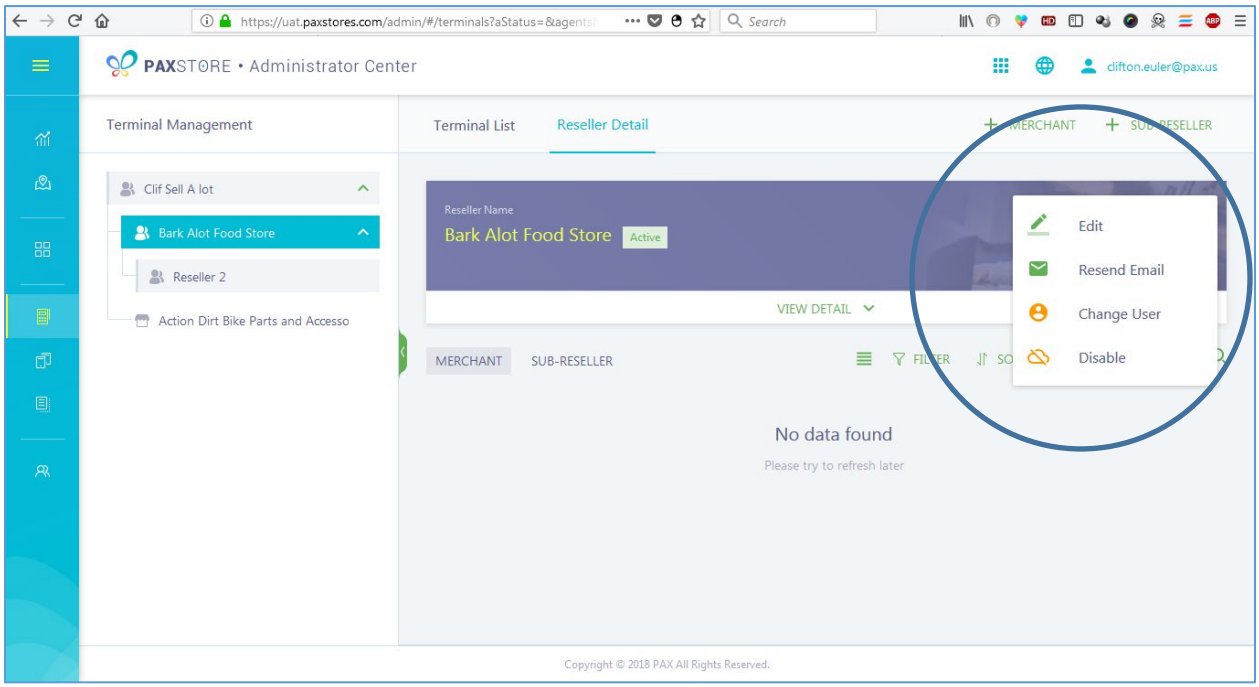


After selecting the Option icon, a small pop up window will open.

The options displayed include;

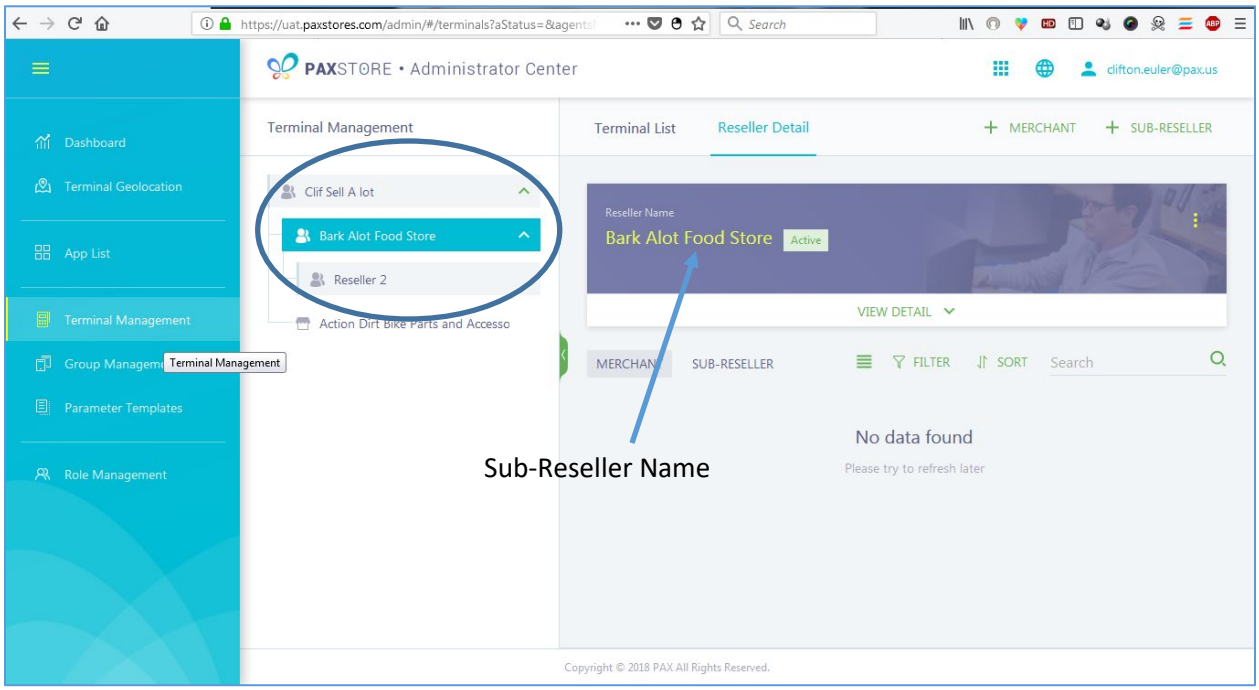
- Edit – When selected can edit all fields except the Login Name (User Email).
- Resend Email – Sends a Reseller Activate Notification email to the email address provided.
- Change User – Ability to change the Login Name (User Email).
- Disabled – If selected will disable but not delete the Sub-Reseller account.

Note: If the Sub-Reseller has active sub-resellers it is not possible to disable the Reseller.



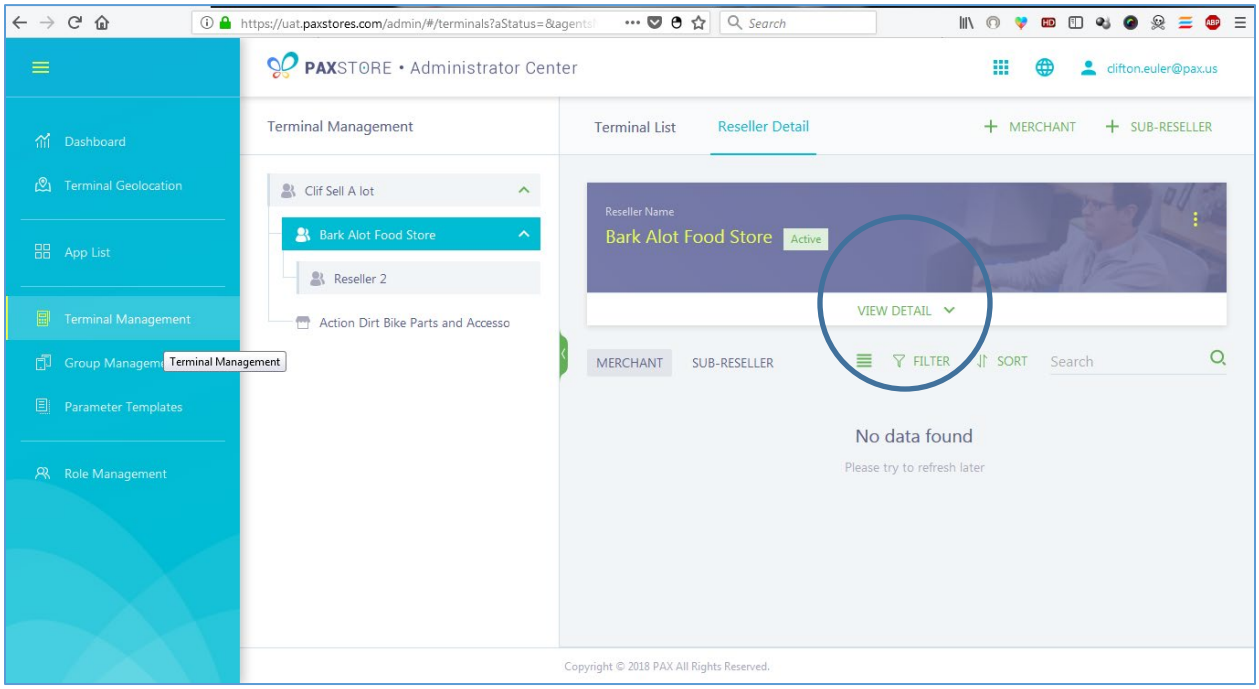
6.8 View a Sub-Reseller Details

In the terminal Management category highlight the Sub-Reseller from the listed Sub-Resellers. The Sub-Reseller name will display in the blue title bar.



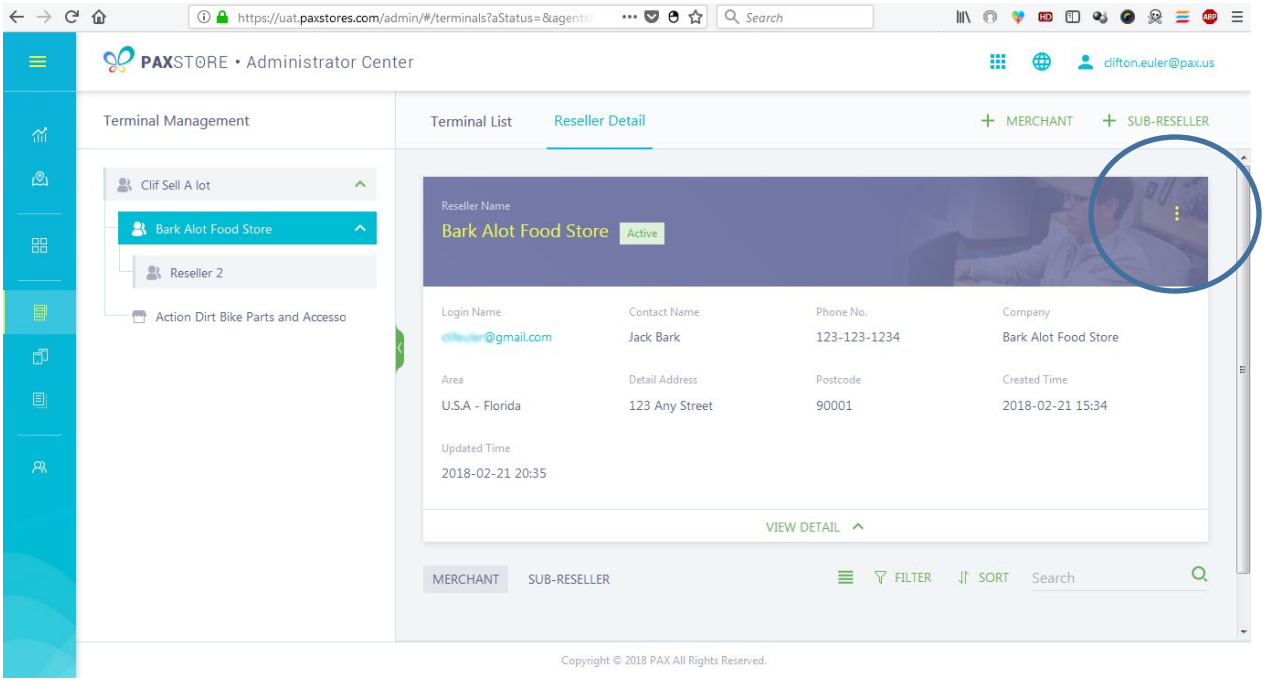
6.9 Select VIEW DETAIL

To view the Sub-Reseller details, select the VIEW DETAILS link.



6.10 Sub-Reseller Detail View

After selecting the VIEW DETAIL link a new window will display the Sub-Resellers details. To edit any of the Sub-Reseller details select the Options icon on the right side of the screen.



7 Add Merchant

The Add Merchant feature allows the Reseller Administrator to add, edit or delete a merchant. A merchant must be added or already existing before a terminal download assigned to the merchant is performed. A merchant must be assigned to a reseller or sub-reseller.

The Add Merchant option is located within the Reseller Administration level in the Terminal Management category and then under the + MERCHANT link option.

7.1 Step 1. Login to the Reseller PAXSTORE

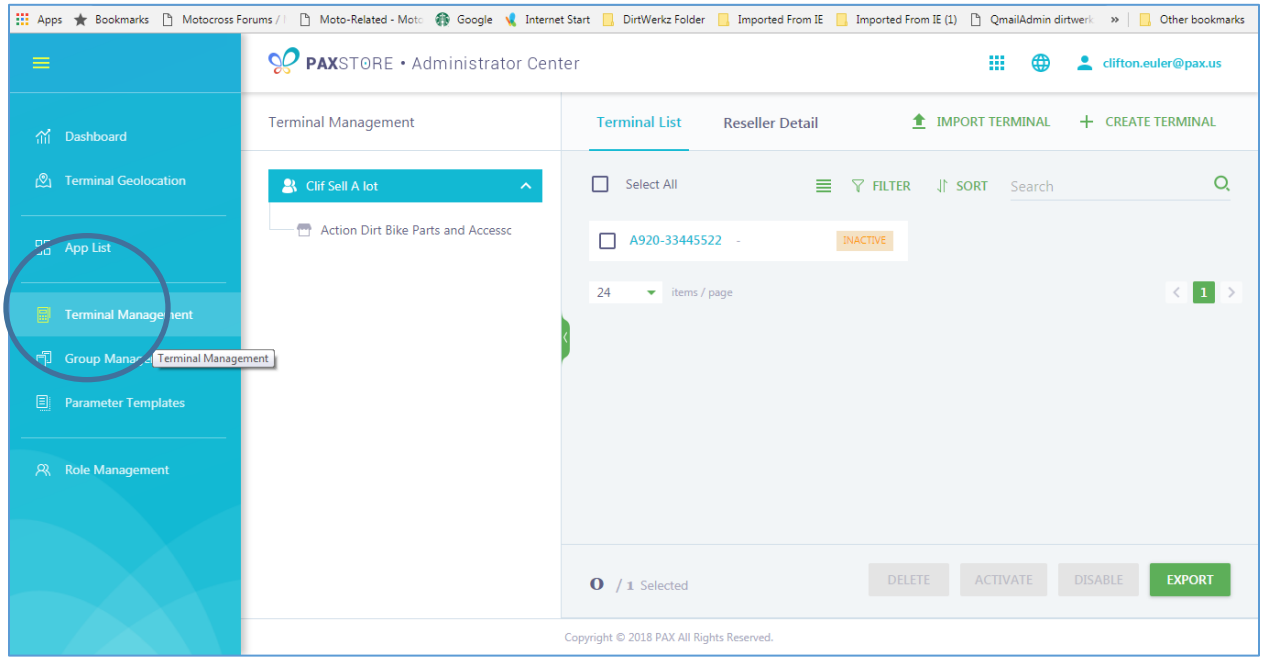
From the PAXSTORE home page select the LOGIN icon in the upper right-hand corner of the page and log in. If the login is successful, the GLOBALMARKETPLACE page will open.

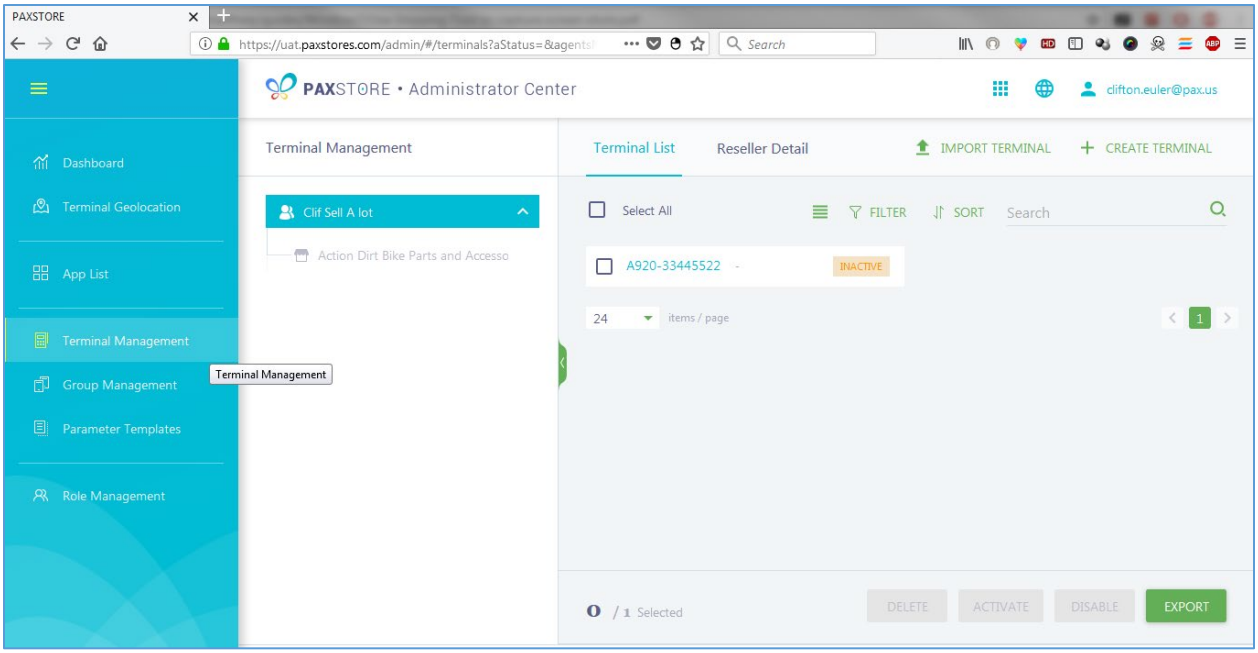
7.2 Step 2. Select the Reseller Administrator icon

From the GLOBALMARKETPLACE page select the Multi-Link icon and then select the PAXSTORE Reseller Administrator icon.

7.3 Step 3. Select the Terminal Management Category

From the left side of the page, select the Terminal Management category.





7.4 Step 4. Add a new merchant select the + MERCHANT link

From the right-side area of the page select the + MERCHANT link. A new Create Merchant pop-up window will appear.

7.5 Step 5. Create a new merchant profile

From the center of the page, a Create Terminal pop up window will appear. There are required and optional fields. Please complete all required fields and include the optional fields as needed. When complete and ready to save select the **[OK]** button on the bottom right hand corner or select CANCEL to exit without saving. If any of the required fields are incomplete a red text message will be displayed on the impacted field when [OK] is selected.

These fields include:

- Merchant (required)
- Login Name / Email address (required)
- Select the Reseller Name (required)
- Select the business type (required)

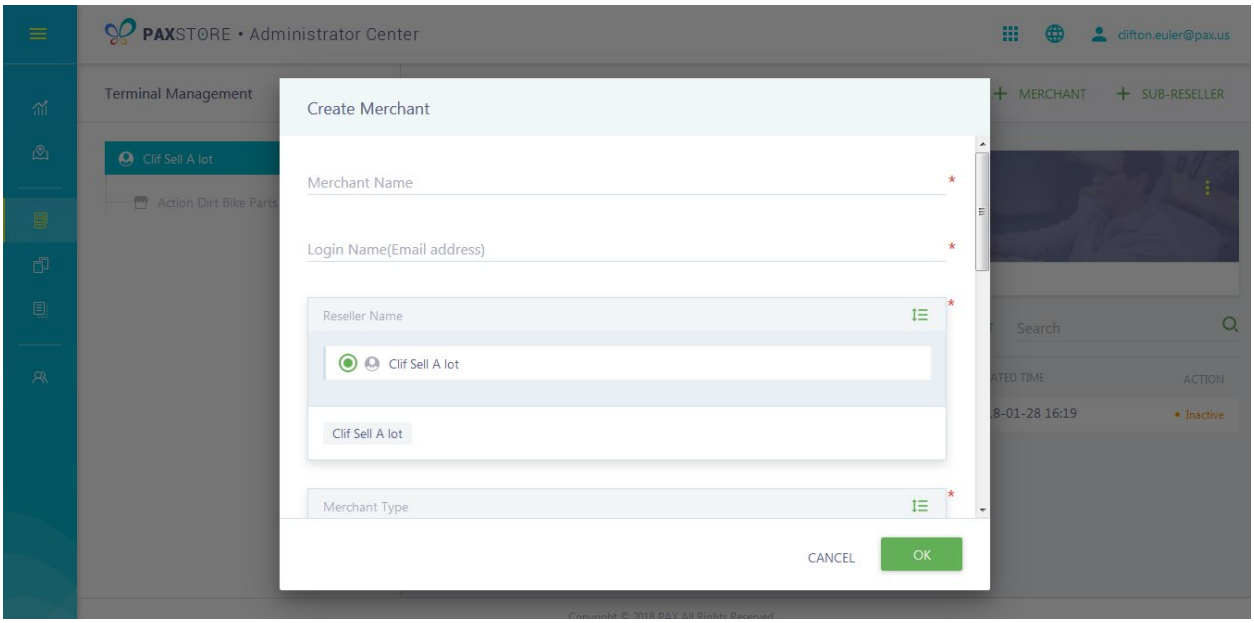
- Contact Name (required)
- Phone No. (required)
- Postal Code
- Address
- Description

Country (required)

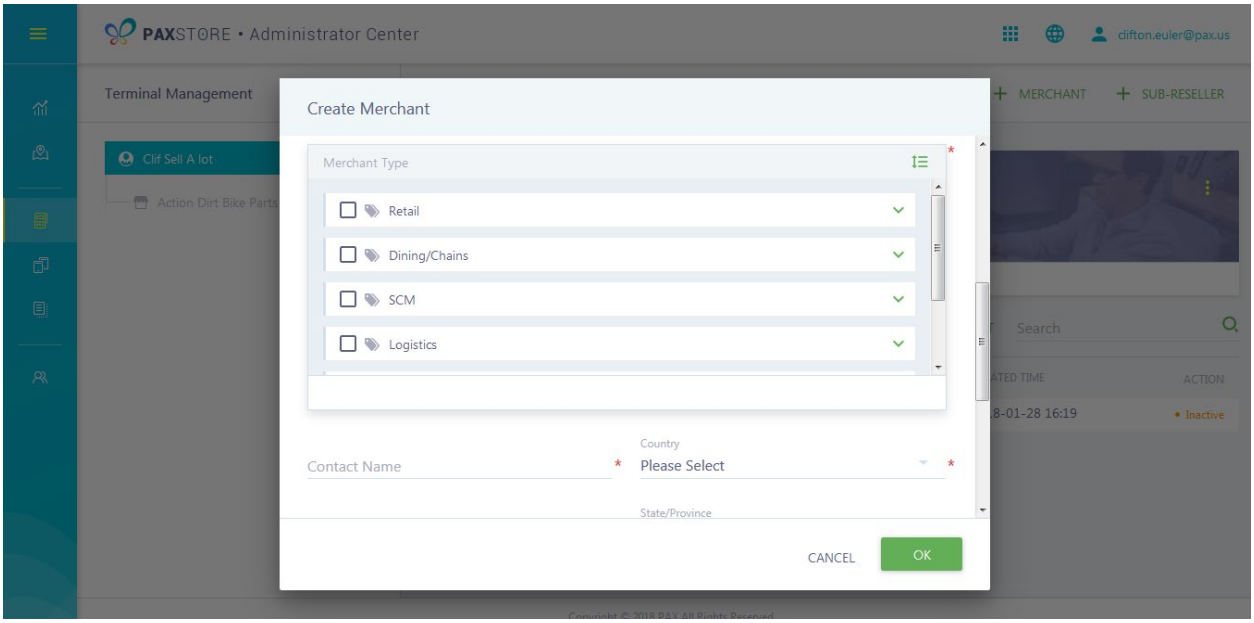
State/Province (required)

City (required)

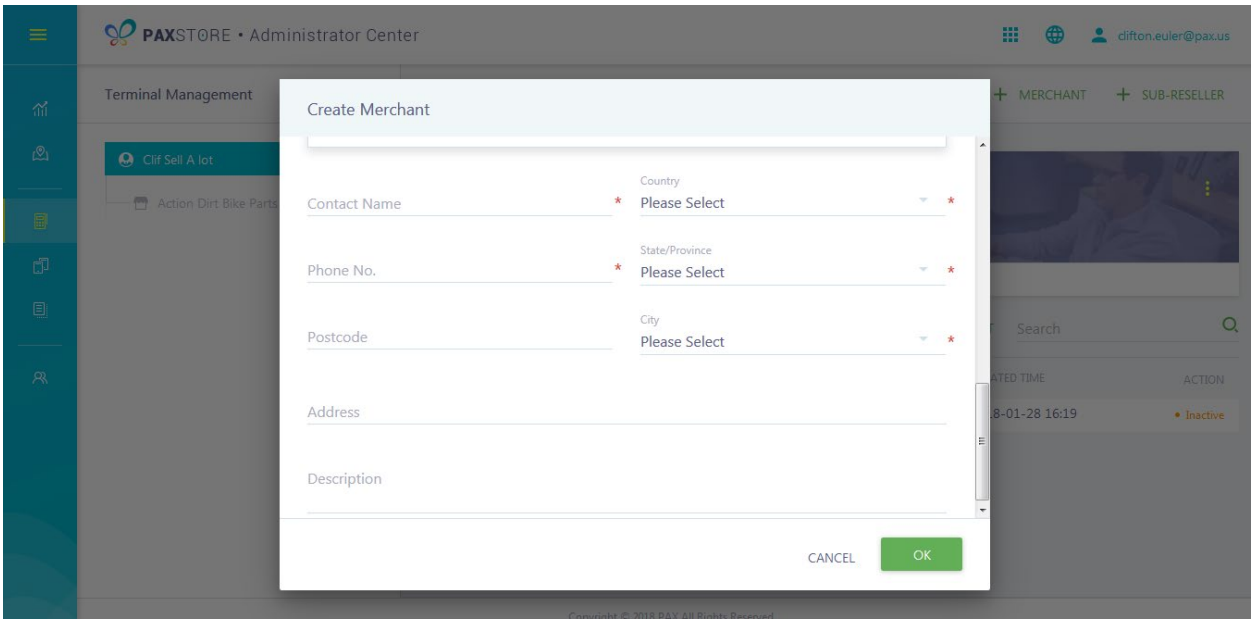
Create Merchant - Top Section


PAXSTORE • Administrator Center
clifton.euler@pax.us
Terminal Management
MERCHANT
SUB-RESELLER
Clif Sell A lot
Action Dirt Bike Parts
Create Merchant
Merchant Name
Login Name(Email address)
Reseller Name
Clif Sell A lot
Clif Sell A lot
Merchant Type
CANCEL
OK
Search
ACTION
Inactive

Create Merchant - Mid Section

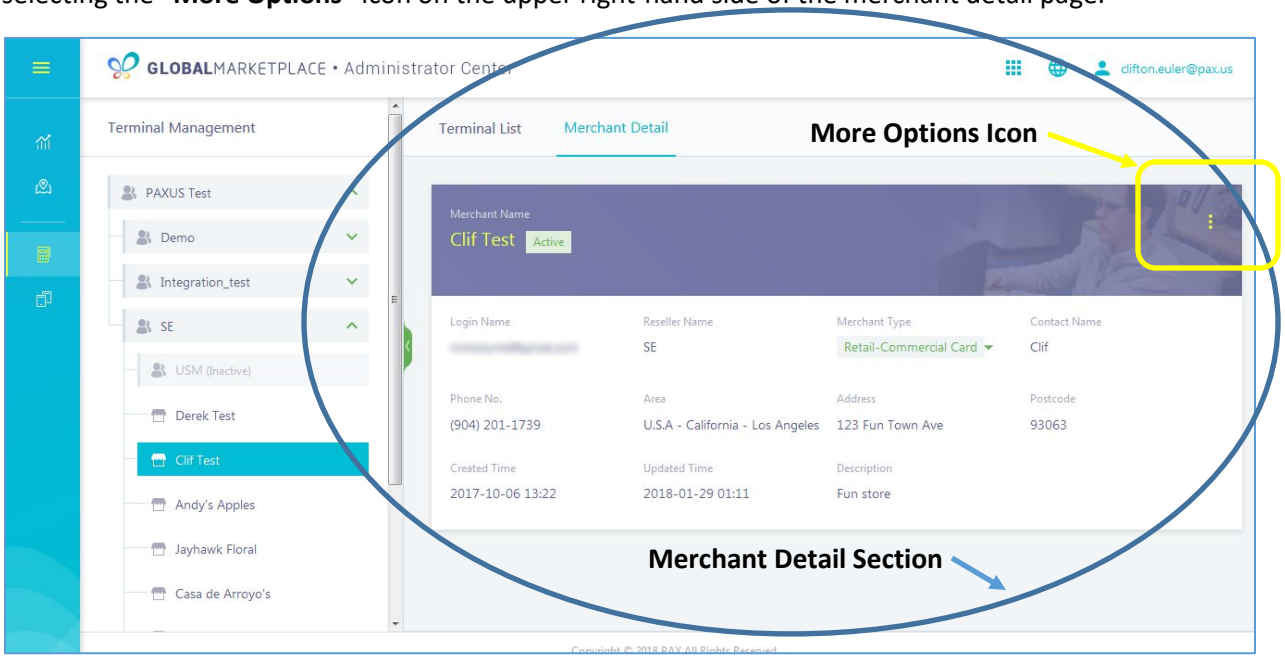


Create Merchant - Bottom Section



7.6 Step 6. Merchant Detail

After [OK] is selected the Merchant Detail screen is displayed. In this screen, the merchant details are displayed. The ability to edit, disable, or delete the merchant is available when this option is opened by selecting the "**More Options**" icon on the upper right-hand side of the merchant detail page.



Merchant Detail Options

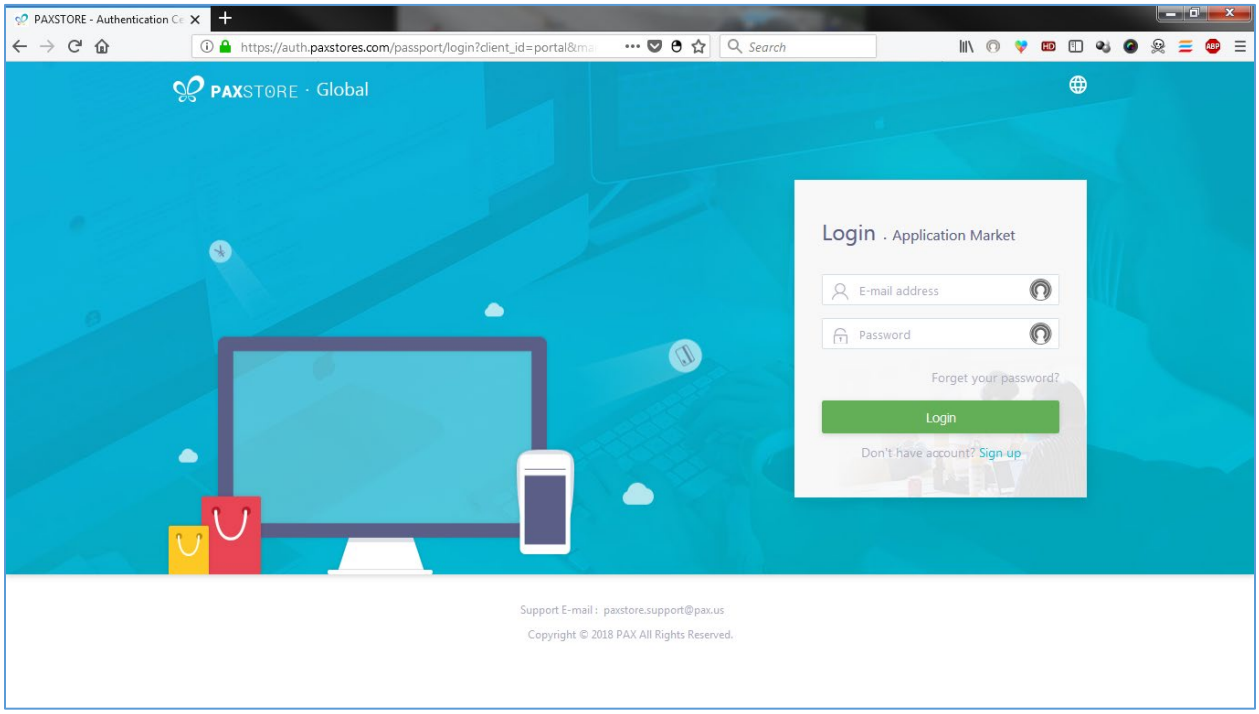
- Edit – The ability to edit the merchant detail fields. Login name/email address field edit is not allowed.
- Disable – Disables the merchant but does not delete the merchant.
- Change User – Is only displayed if the profile is "Active". Allows the ability to change the merchant login name/email address.
- Delete – Is only displayed if the profile is Inactive. If selected can delete the merchant profile.

8 Add A Single Terminal

This feature includes instruction on how to add, edit or delete a terminal. The reseller and merchant assigned to this terminal must be created before adding a terminal. The terminal profile must be created before attempting to download from the PAXSTORE. It is possible to download a terminal without the serial number or TID number but not without both numbers.

8.1 Step 1. Login to the PAXSTORE

To setup a terminal for a download the terminal information needs to be added first. From the PAXSTORE home page select the LOGIN icon in the upper right-hand corner of the page and log in. If the login is successful, the GLOBALMARKETPLACE page will open.



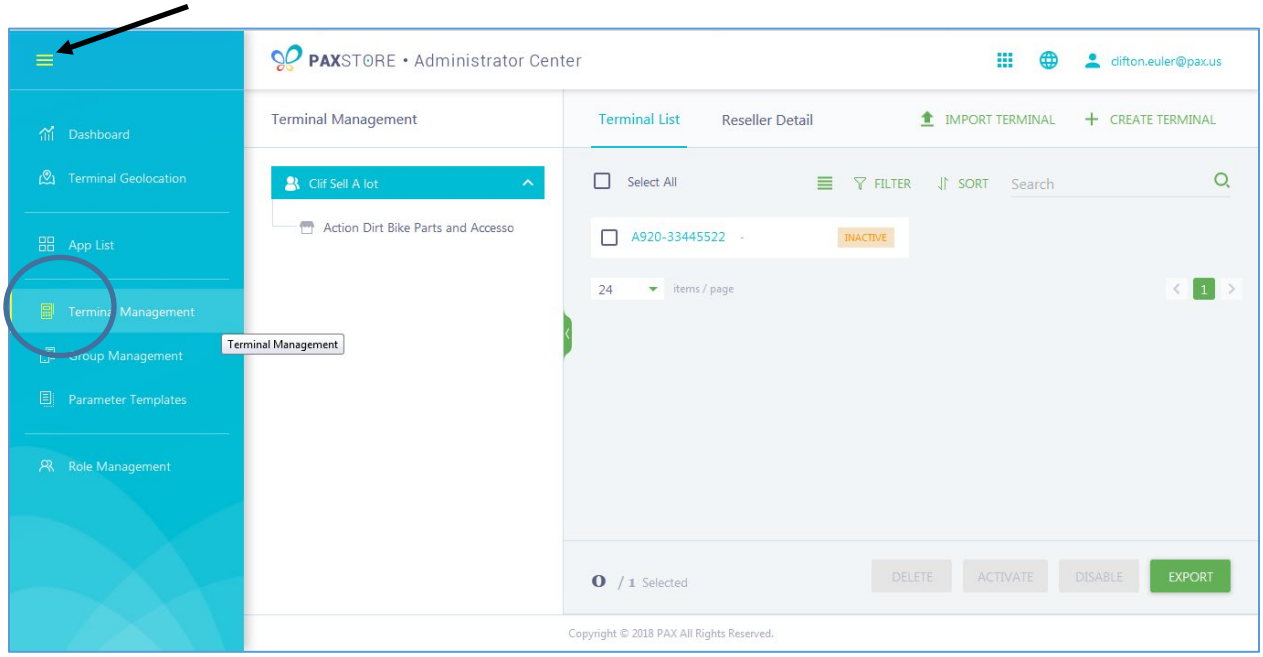
8.2 Step 2. Select the Reseller Administrator icon

From the GLOBALMARKETPLACE page select the Multi-Link icon and then select the PAXSTORE Reseller Administrator icon.

8.3 Step 3. Select the Terminal Management Category

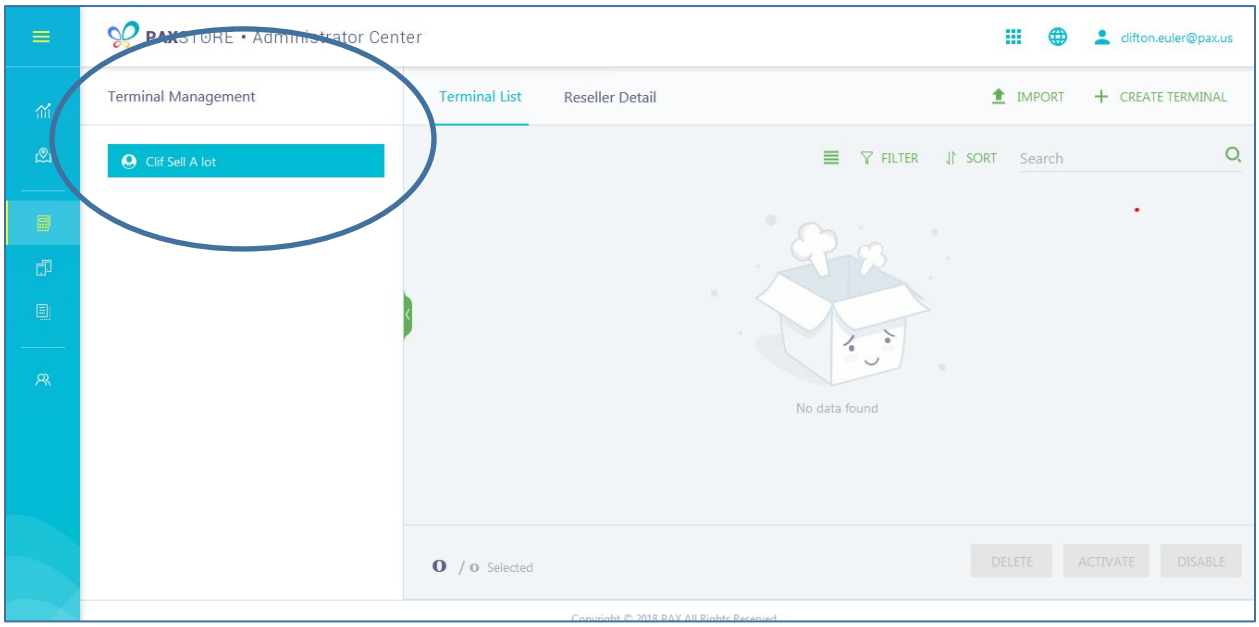
From the left side of the page, select the Terminal Management category.

Note: To expand the category tree select the Expand Icon in the upper left corner of the category tree.



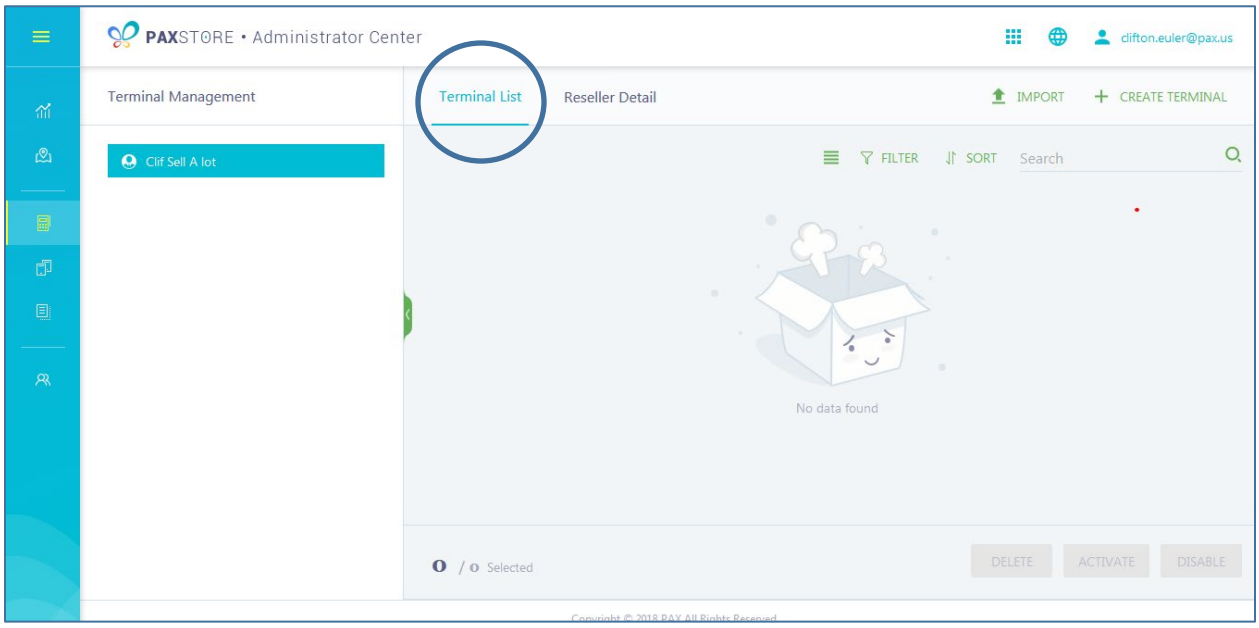
8.4 Step 4. Select the Merchant in Terminal Management.

From the left side Terminal Management category select the Merchant that the terminal will be assigned to.



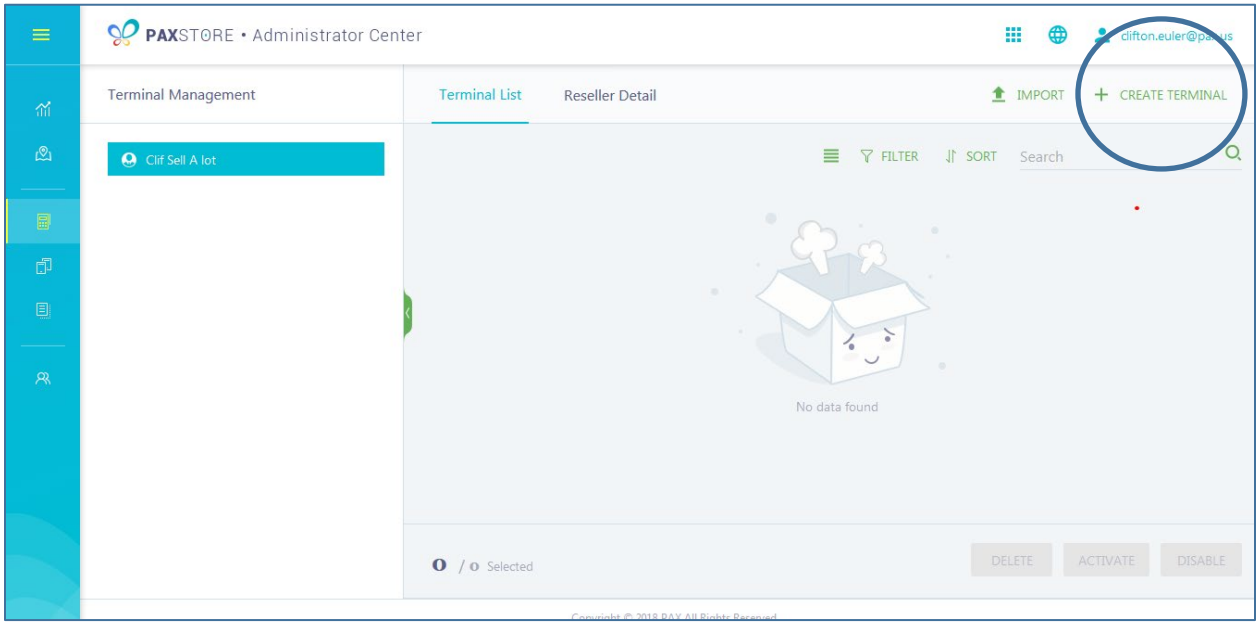
8.5 Step 5. Select the Terminal List option

In the left center section select the Terminal List option to display terminals already assigned to the Merchant selected.



8.6 Step 6. Add a new terminal select the + CREATE TERMINAL link

From the right-side area of the page to add a new terminal select the + CREATE TERMINAL link. A new Create Terminal pop-up will page will appear.



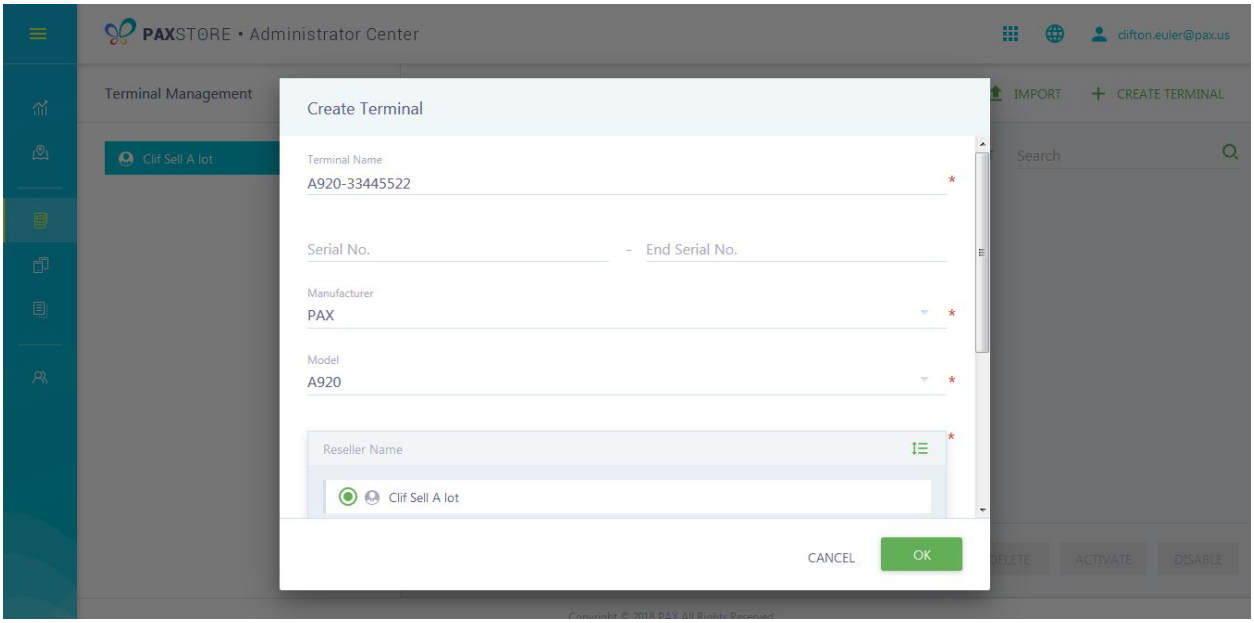
8.7 Step 7. Add New Terminal Information

In the CREATE TERMINAL window complete the fields in the form. There are required and optional fields. Please complete all required fields and include the optional fields as needed. When complete and ready to save select the **[OK]** button on the bottom right hand corner or select CANCEL to exit without saving. If any of the required fields are incomplete a red text message will be displayed on the impacted field when [OK] is selected.

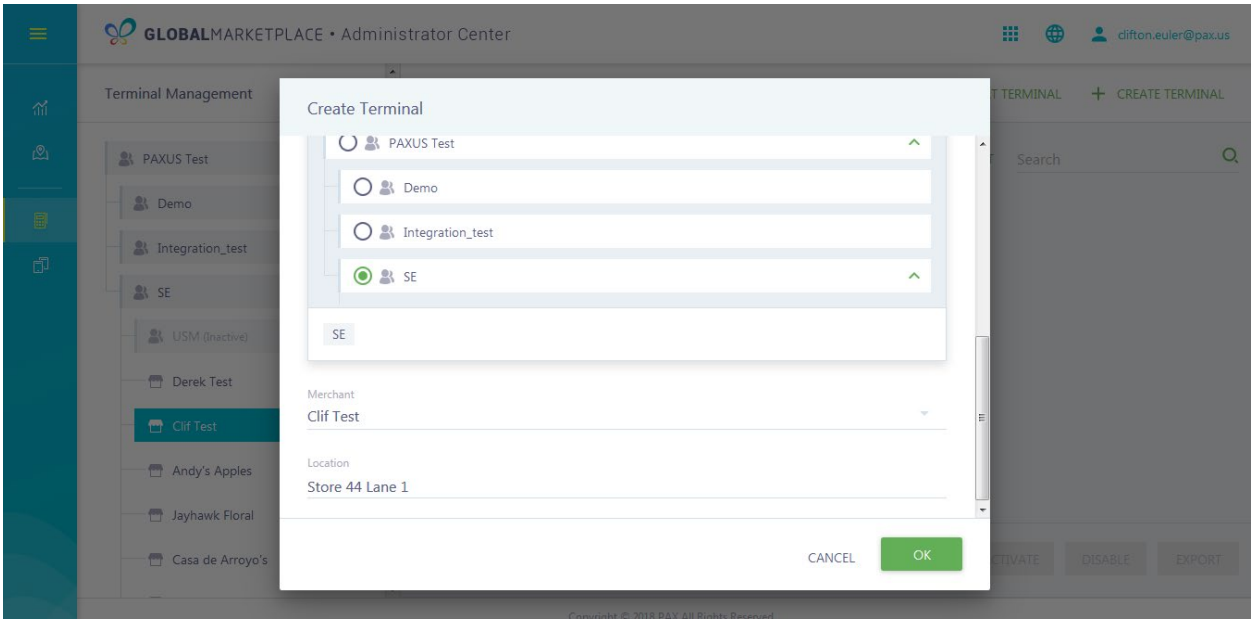
Note: If the serial number is not entered during the terminal setup a terminal TID will be automatically created. The terminal ID (TID) can be entered the terminal when configuring the terminal to register with the PAXSTORE.

The terminal setup fields include:

- Terminal Name (required)
- Serial No.
- Manufacture (required)
- Model (required)
- Reseller Name (required)
- Merchant
- Location
- End Serial No.

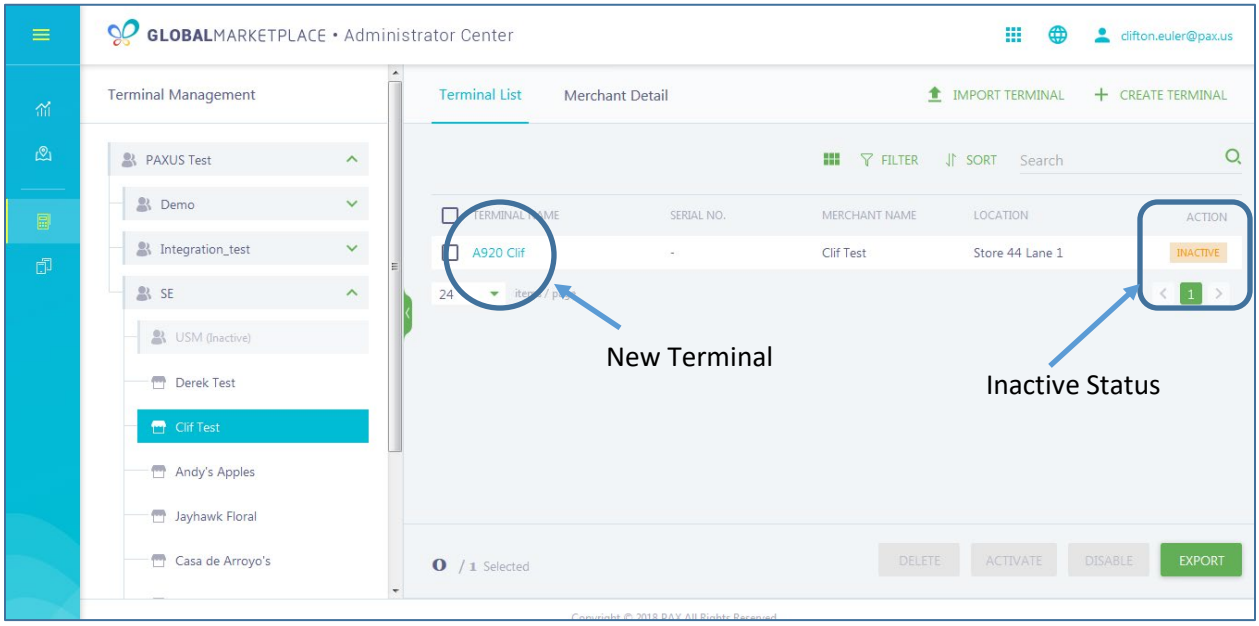


Bottom half of the Create Terminal page.



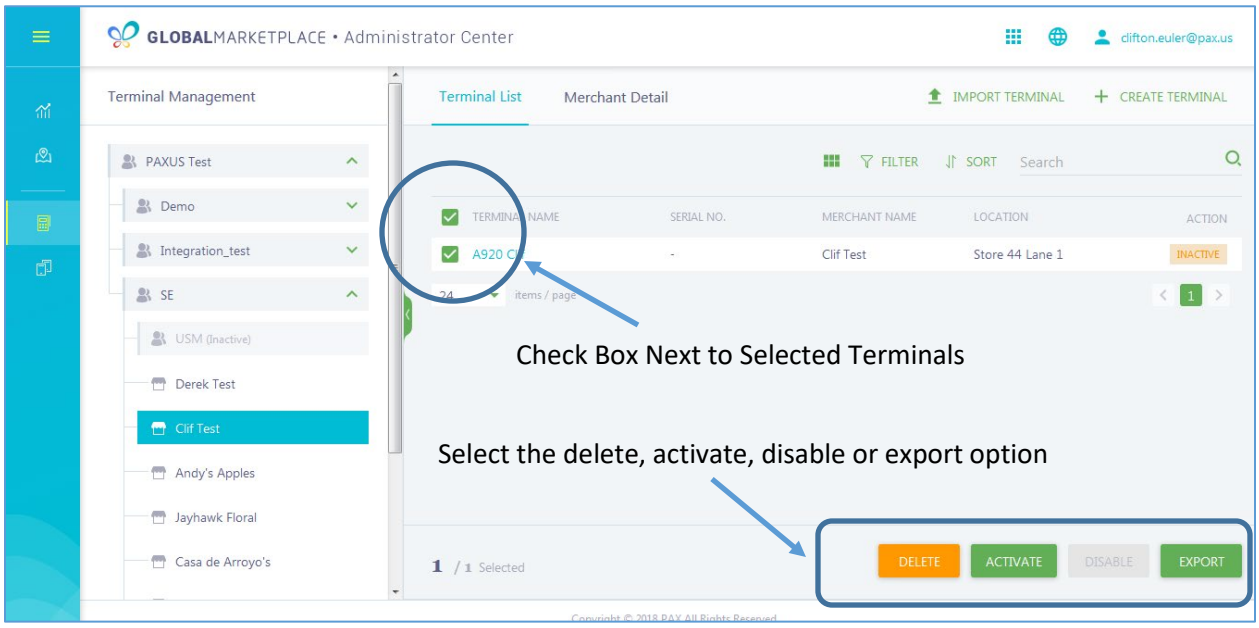
8.8 Step 8. Terminal List

After creating the terminal profile and selecting [OK] the new terminal information will be listed in the Terminal List column and will default to inactive status.

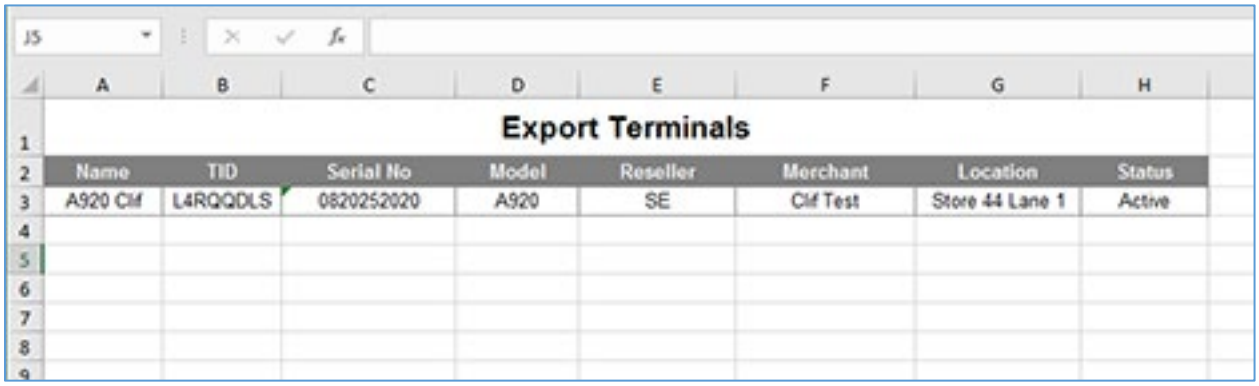


8.9 Step 9. Delete, Activate, Disable or Export Terminal Details

To delete, activate, disable or export the terminal profile select the box next to the terminal(s) to be impacted and then select the option from the lower right-hand corner.



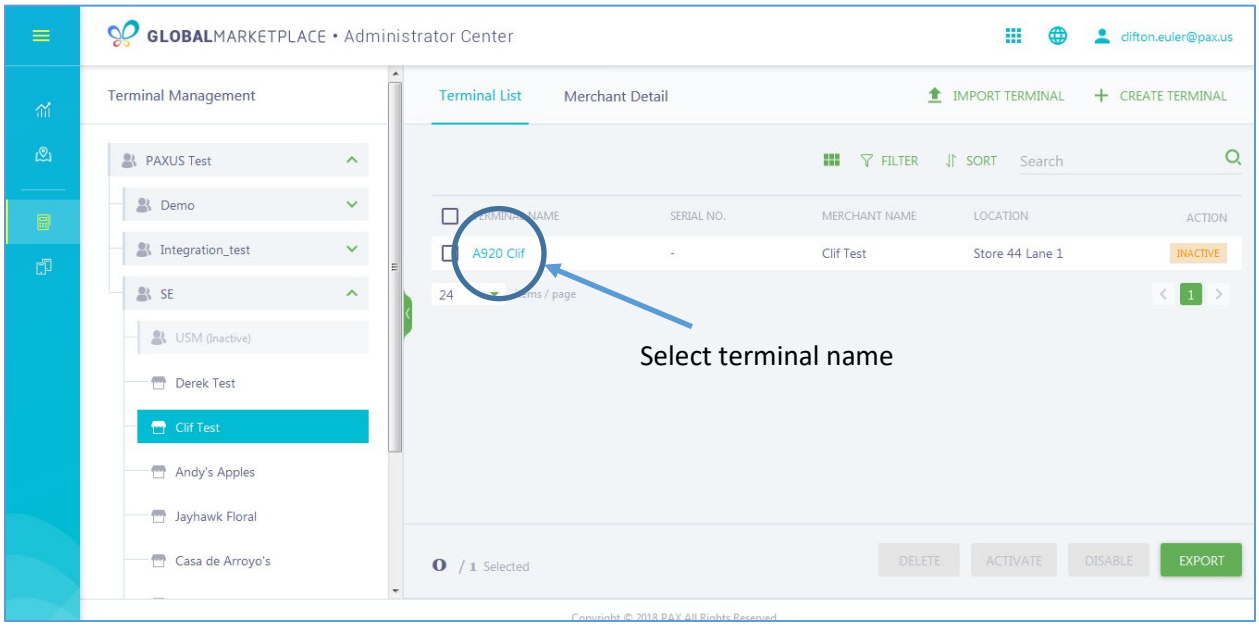
Selecting the Export option will download an excel spread sheet with the terminal detail information.



	A	B	C	D	E	F	G	H
1	Export Terminals							
2	Name	TID	Serial No	Model	Reseller	Merchant	Location	Status
3	A920 Clif	L4RQQDLS	0820252020	A920	SE	Clif Test	Store 44 Lane 1	Active
4								
5								
6								
7								
8								
9								

8.10 Step 10. Terminal Details

To review and edit terminal details select the terminal name.



8.11 Step 11. Basic Terminal Information Tab

After selecting the terminal name, the basic information will be displayed by default. If the terminal has sync'd up with the PAXSTORE then the terminal information will be displayed. If the terminal has not sync'd up with the PAXSTORE then the terminal information will not be displayed.

Top Banner Section Fields and Features Displayed:

- Terminal Name
- Serial Number
- Terminal ID (TID)
- Reseller Name
- Merchant Name
- Location
- Terminal Status
- More Options Icon
  - Edit
  - Enable
  - Disable
- Basic Information Tab
- App & Firmware Tab
- Setting Tab

Dashboard Section

- Terminal Monitor
  - CPU
  - RAM
  - Storage

Transaction Section (Coming Soon)

History Section

- List of PAXSTORE Operator activity with the terminal

Bottom of Page Section

- Items/page and page number

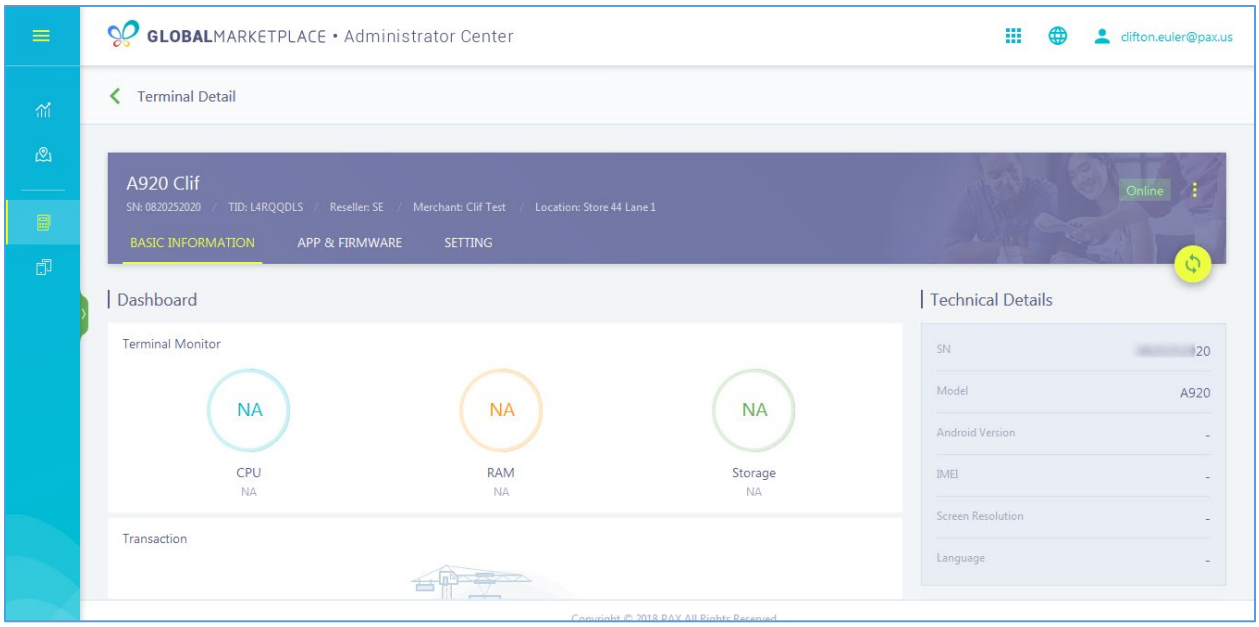
Technical Details Section

- SN (Terminal Serial Number)
- Model
- Android Version
- IMEI
- Screen Resolution
- Language

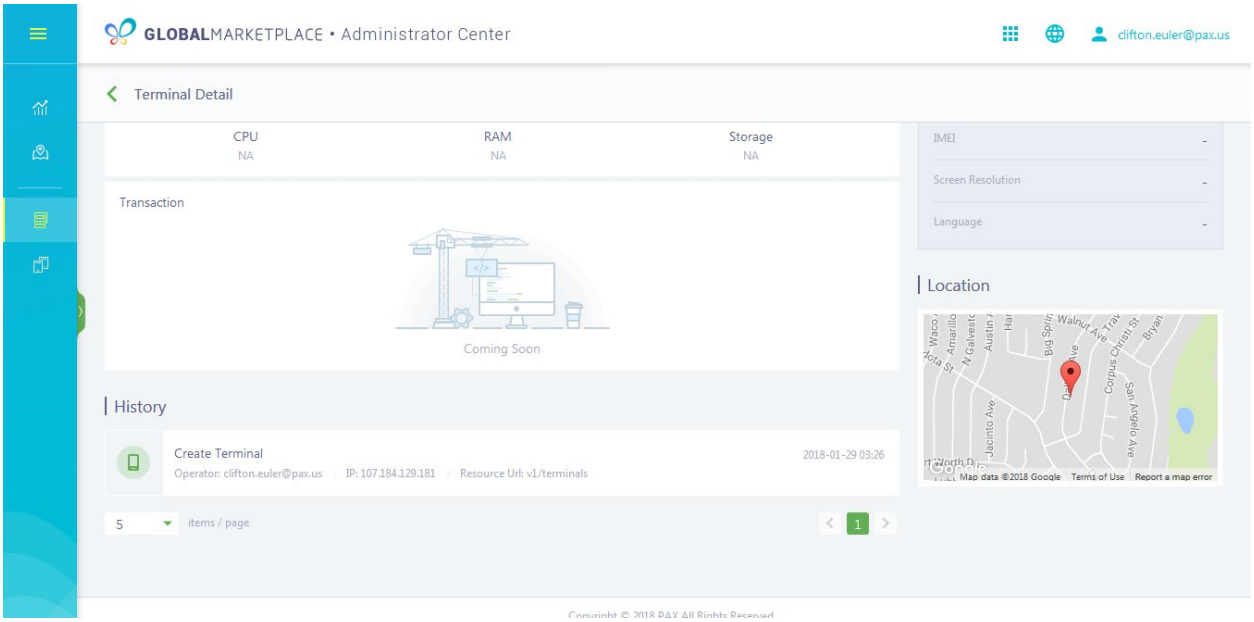
GPS Location Section

- Displays GPS map location of the terminal provided the terminal is powered on.

Top Portion of the Terminal Basic Screen



Bottom Portion of the Terminal Basic Screen



8.12 Step 12. APP & Firmware Tab

The APP & Firmware Tab provides information regarding installed firmware and version, installed applications, source of applications, third party applications, system applications, only cellular data, add Push Application, add Push Firmware, push Application and Firmware configuration. There is also a manual sync icon button and an additional sort option for the installed applications.

Top Banner Section Fields and Features Displayed:

- Terminal Name
- Serial Number
- Terminal ID (TID)
- Reseller Name
- Merchant Name
- Location
- Terminal Status
- Options Icon
    - Edit
    - Enable
    - Disable
- Basic Information Tab
- App & Firmware Tab
- Setting Tab

Installed Firmware Section

- Displays installed firmware name and version information currently installed in the terminal

Application and Firmware Add and Push Section

- Push App – when configured will push selected applications and parameters to the terminal
- Push Firmware – when configured will push firmware to the terminal

Installed Apps Section

This section is a report of the installed applications with various sort options.

Sort Options:

- ALL
- APP STORE
- THIRD PARTY
- SYSTEM APP
- Only Cellular Data (how much cellular date usage)

Additional Sort Options with the SORT tool:

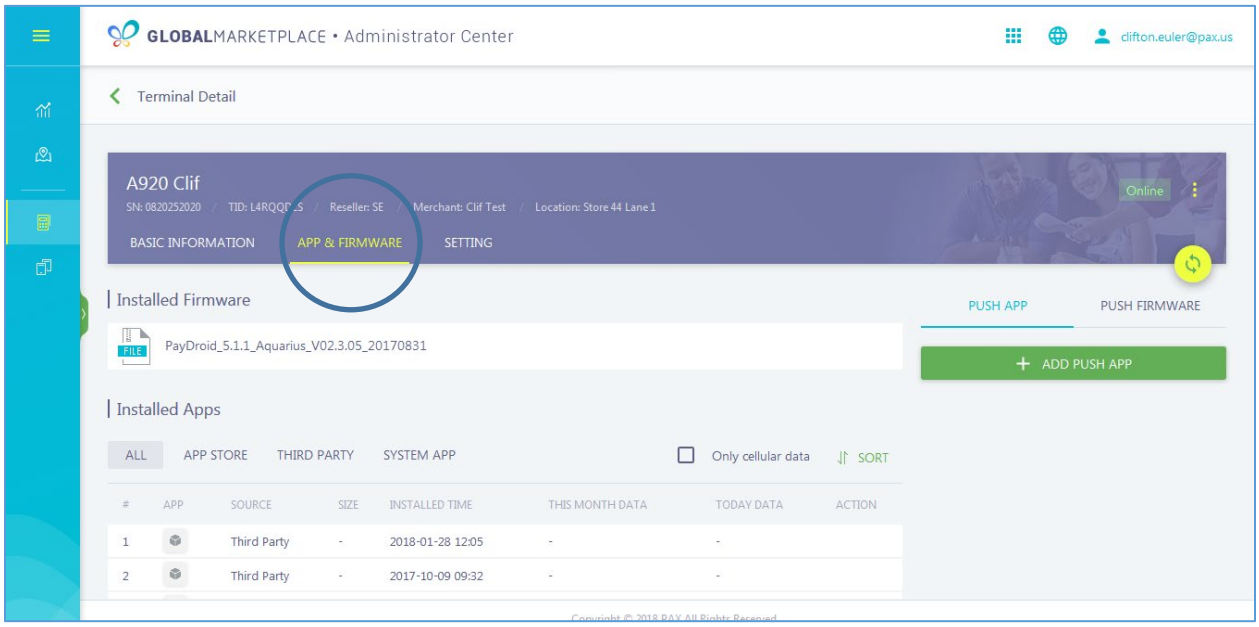
- Sort by App Name
- Sort by App Source
- Sort by App Size

- Sort by Install Date
- Sort by This Month Data
- Sort by Today Data

Matrix Titles:

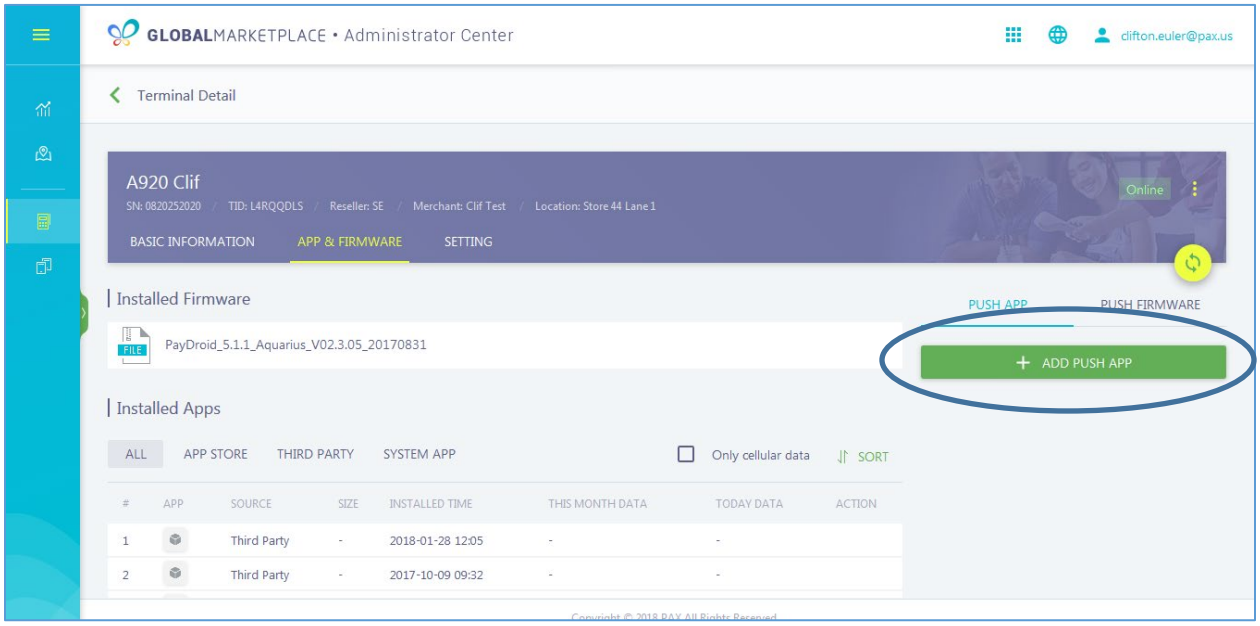
- #
- APP
- SOURCE
- SIZE
- INSTALLED TIME
- THIS MONTH DATA
- TODAY DATA
- ACTION

The App and Firmware Tab



8.13 Step 13. Push Application

To push an application means there is a feature within the PAXSTORE to support adding an application into the PAXSTORE to be pushed to the designated terminal or terminals. Selecting the PUSH APP option sets up the PAXSTORE to push an application.



9 Terminal Application Download with an TID

The PAXSTORE is a cloud-based management platform for terminal and application management. The main functions include application edit, developer edit, terminal maintenance, parameter configuration, application & parameter push, firmware maintenance, firmware push and reporting of terminals. The Administrator can maintain the manufacturer, model, reseller, and merchant of terminal and implement terminal group management on this platform.

The administrator can push applications, parameters, and firmware to a specific terminal or one terminal group through the terminal management system. They can also view reporting of a specific terminal, installed application list, installed firmware and terminal hardware status.

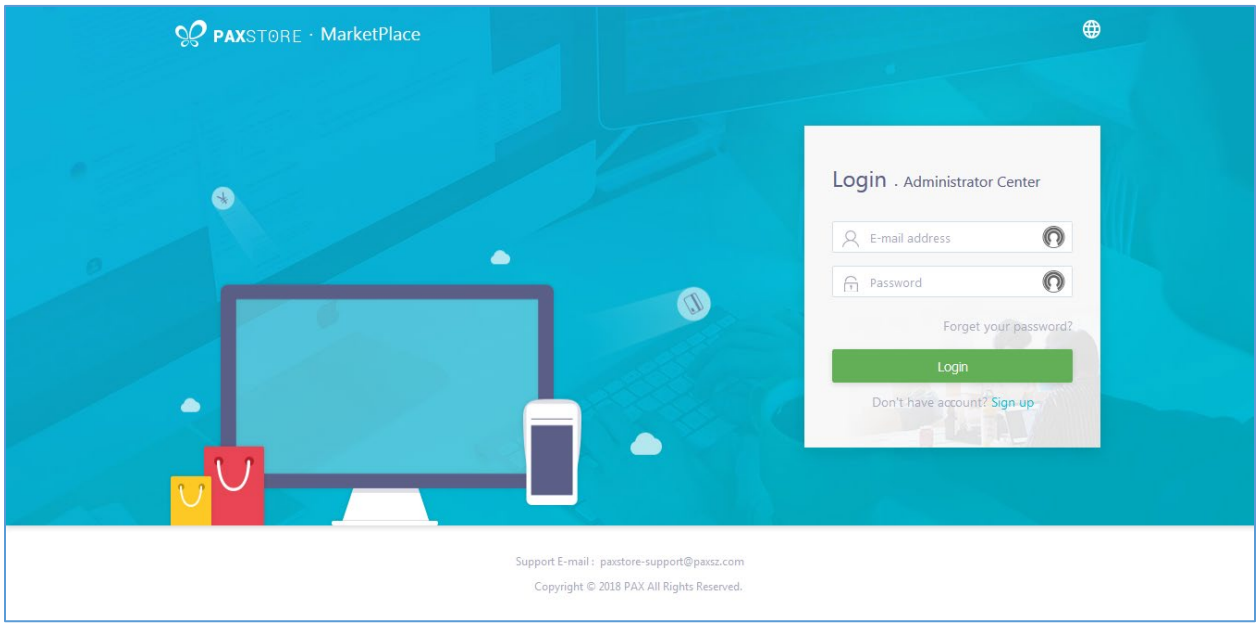
PAXSTORE application icon.

9.1.1 PAX Store download instructions for the terminal.

This document assumes the PAX Store is currently configured for a reseller, includes terminal manufacture and terminal model information and this instruction is to add a new merchant and terminal for a download. Please note that only the reseller information, reseller supported merchants, terminals, and applications are available within the resellers store.

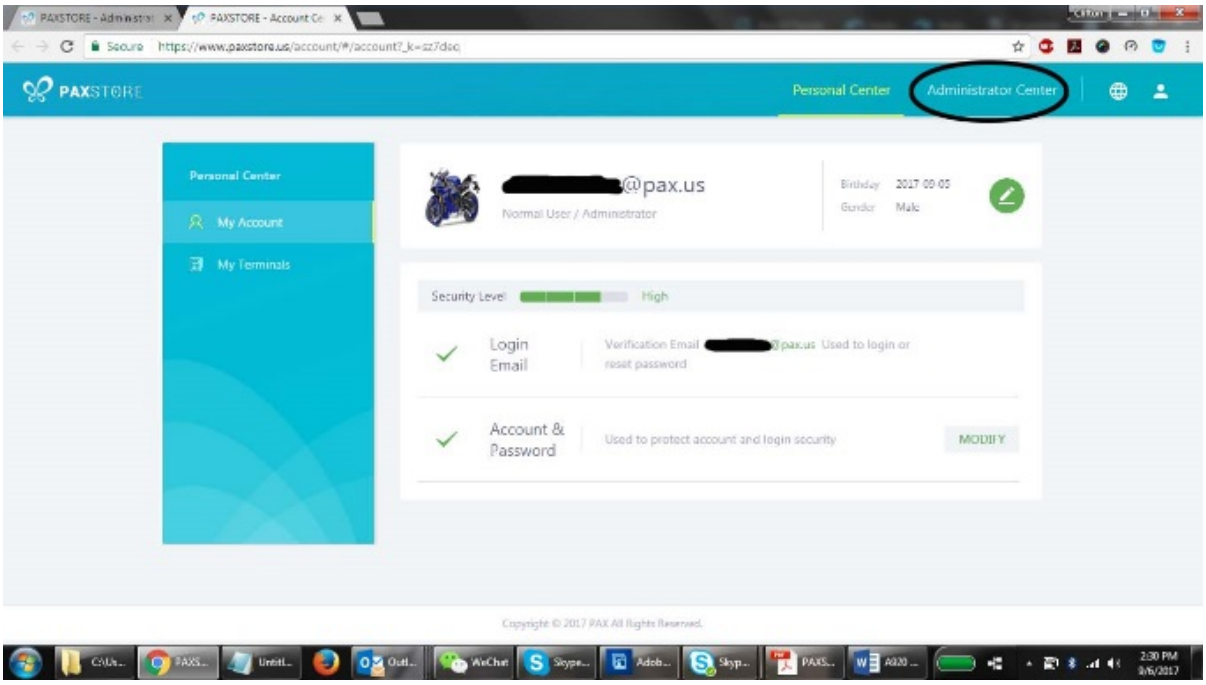
9.1.2 Step 1. Add New Terminal

To setup a merchant and terminal for a download the terminal information needs to be added. To add a new terminal please log into the PAX Store. Please note that only the Reseller Administrator level can add terminals.



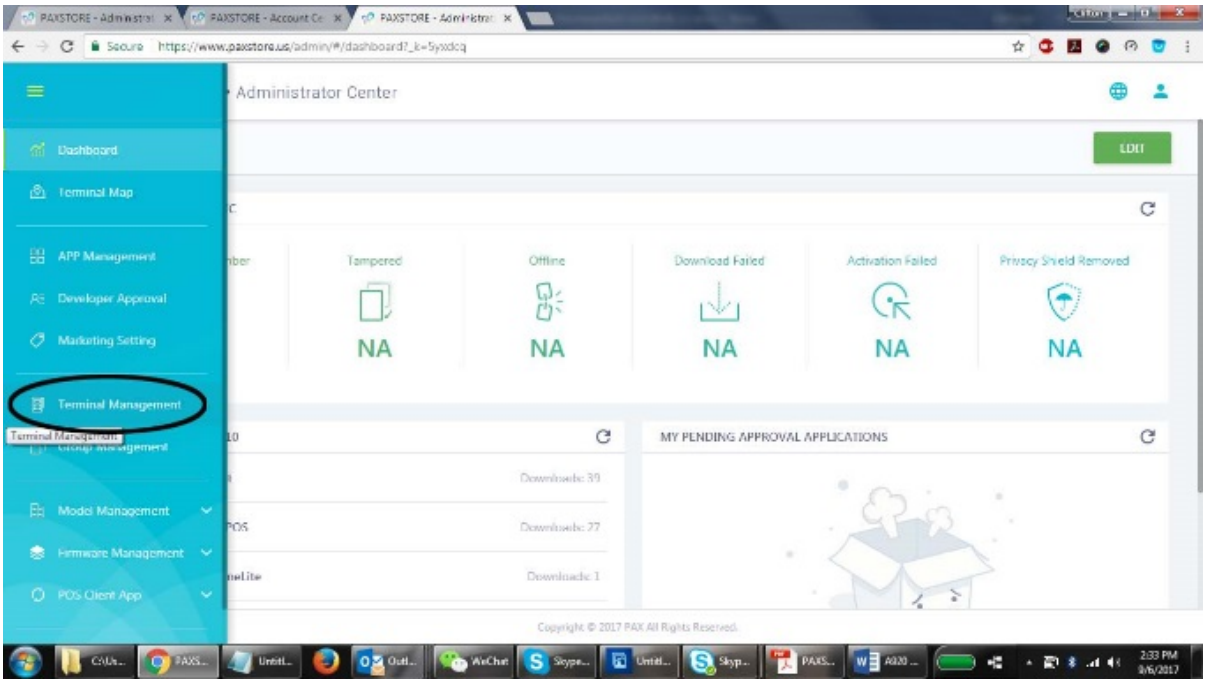
9.1.3 Step 2. Select Administrator Center

Once logged into the PAXSTORE select Administrator Center on the upper right-hand corner area of the page.



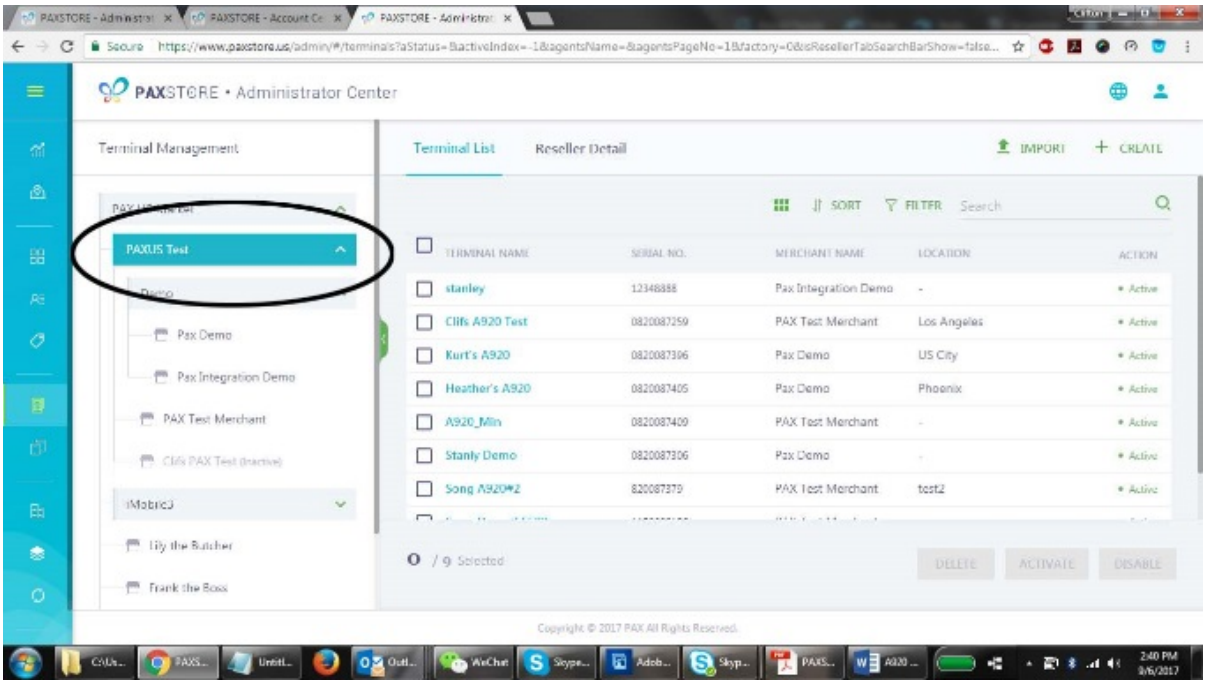
9.1.4 Step 3. Select Terminal Management Category

From the category tree on the left side of the page select the Terminal Management category.



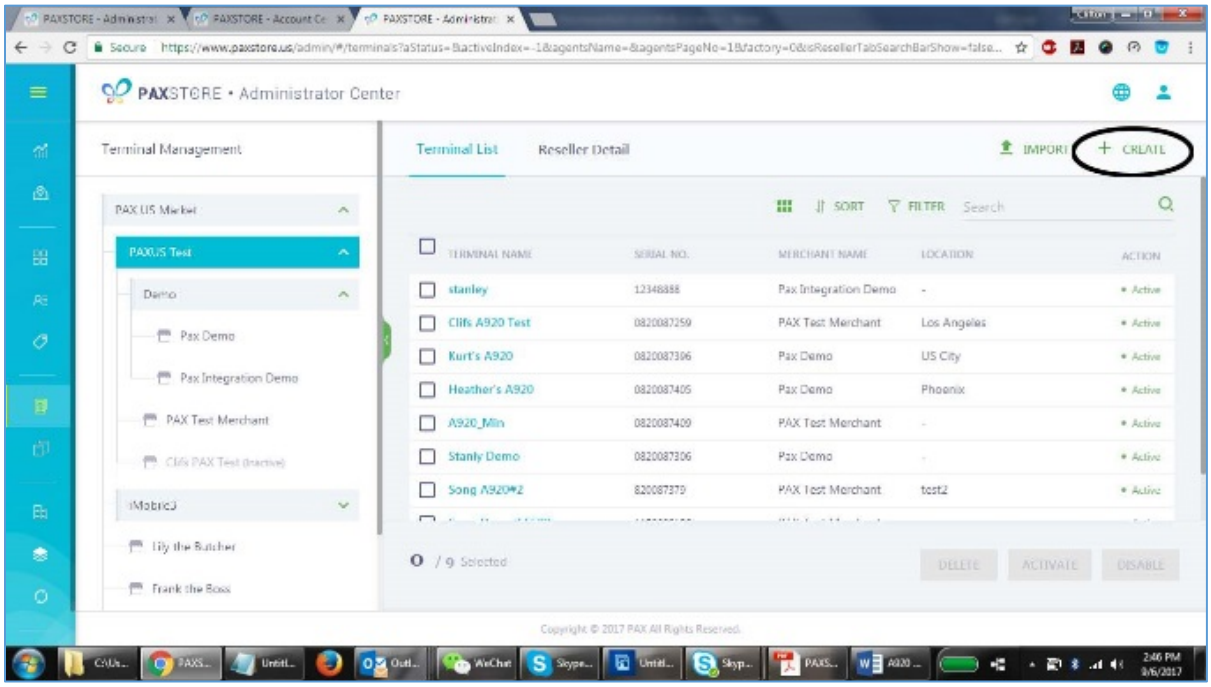
9.2 Step 4. Select Reseller Account

Next from the Marketplace category tree on the left side of the page select the reseller account the terminal will be used.



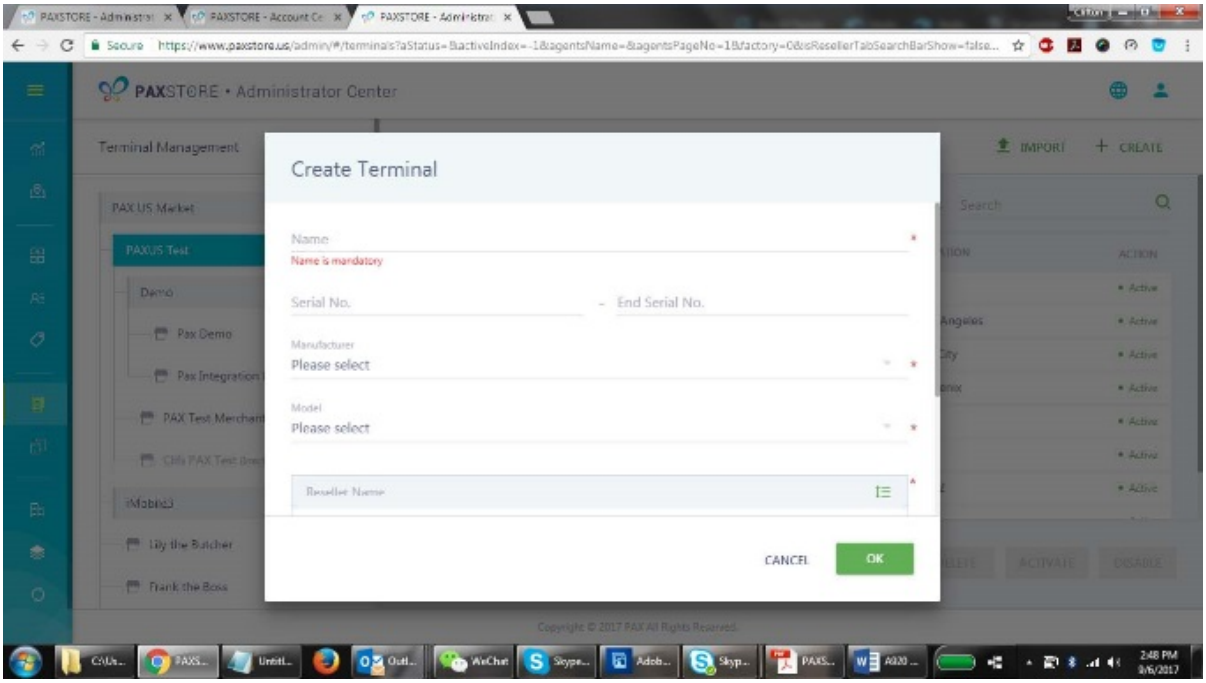
9.3 Step 5. Select + CREATE

To create a new terminal account, select the + CREATE link in the upper right-hand corner of the page.



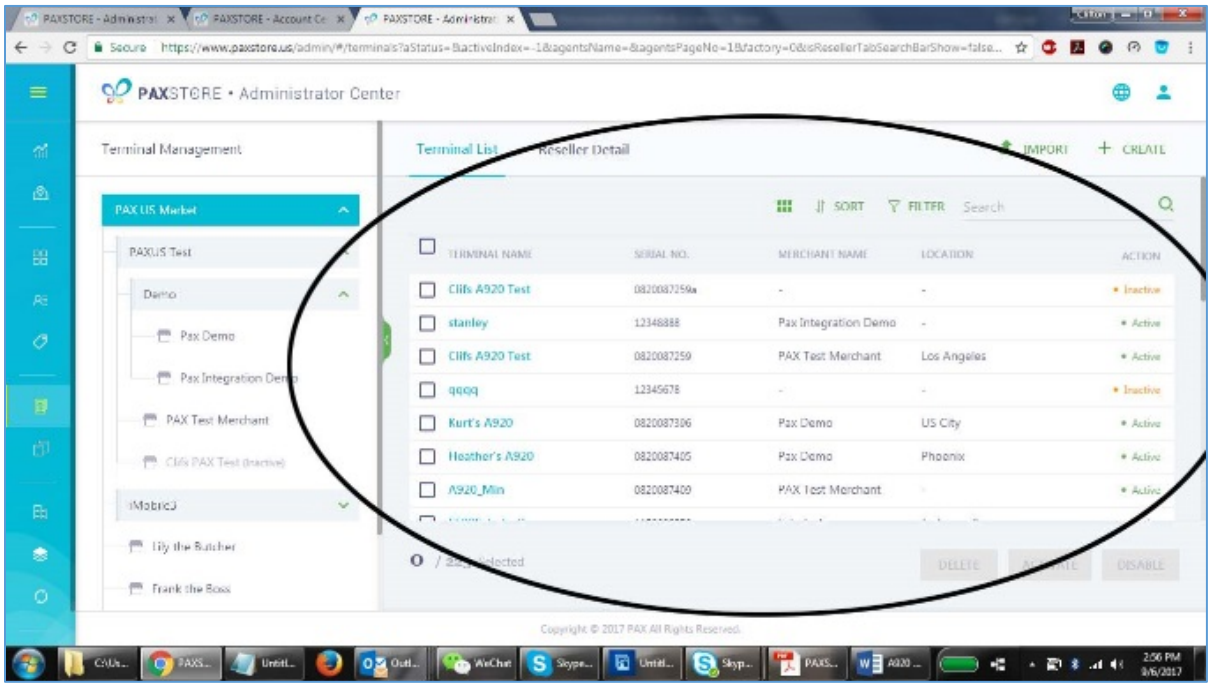
9.4 Step 6. Select OK to Save

The terminal setup page includes the following fields: Terminal Name, Terminal Serial Number, Terminal Manufacture, Terminal Model Number, Reseller Name, Merchant Name, and Location. All fields must be completed. Then select **[OK]** to save or CANCEL to exit without saving.



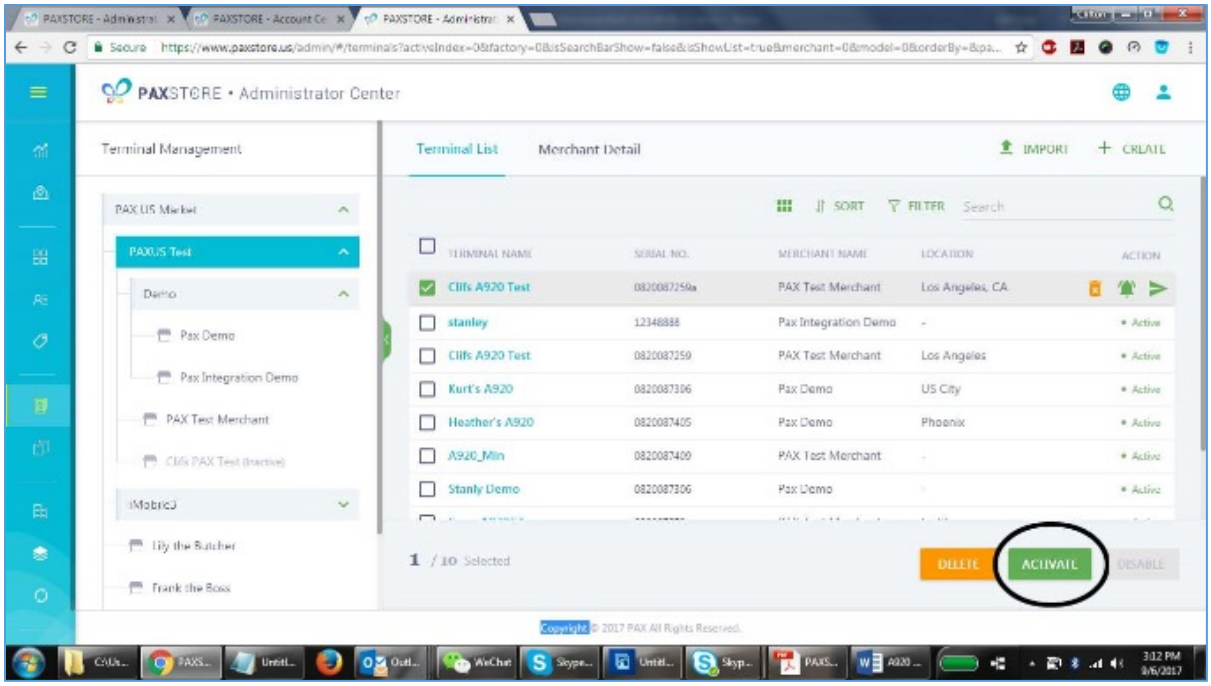
9.5 Step 7. Default as Inactive

After submitting the terminal information, the new terminal will appear in the terminal list. By default, it will be set as Inactive until changed to Active.



9.6 Step 8. Activate a Terminal

To Activate a terminal profile will enable the terminal to access the PAXSTORE with the PAXSTORE Client and register the terminal. Select the box next to the terminal information and then select the Activate button on the bottom right side of the page. Until the terminal is activated and registered the terminal will display an error message on each attempt to register with the PAXSTORE. The error message displayed on the terminal is "Login failed, terminal (SN:nnnnnnnnn) not registered" and the merchant will have to contact customer support to resolve the issue.



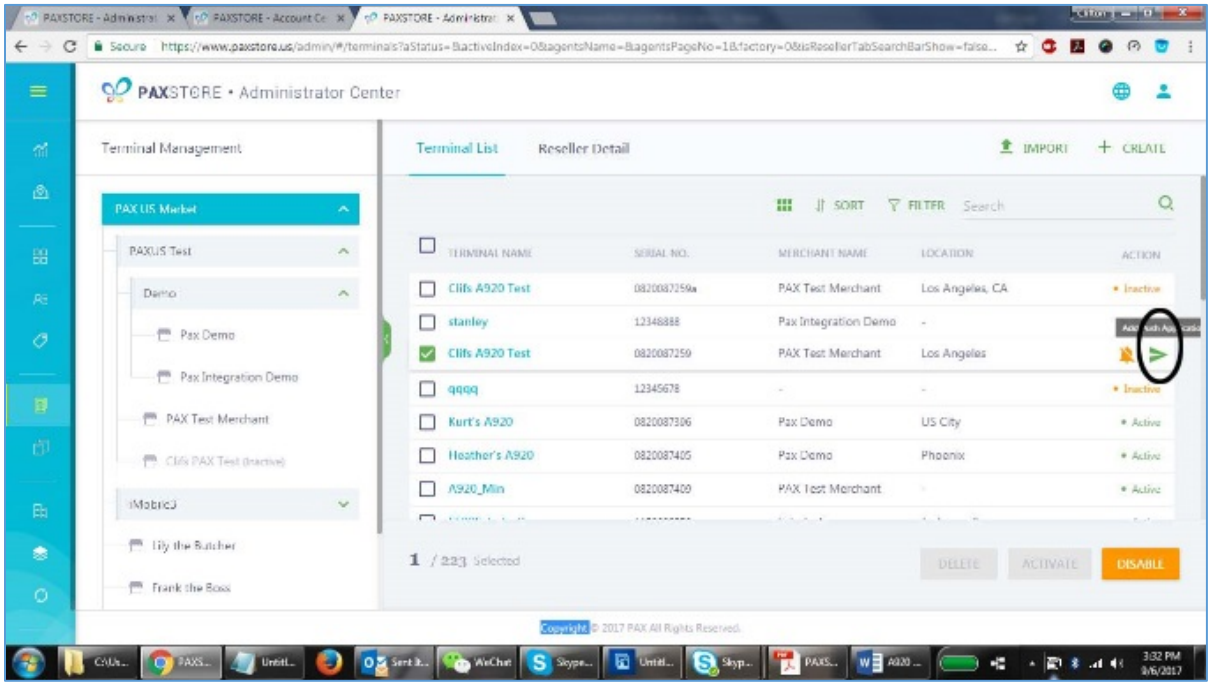
9.7 Step 9. Terminal Ready to Register

Now the terminal is ready to register the PAXSTORE Client with the PAXSTORE. Once the terminal is successfully registered the PAXSTORE Client will display on the terminal the available applications in the PAXSTORE. During terminal registration, the terminal will include the terminal serial number and terminal details to the PAXSTORE. After a successful registration, the merchant can manually select an application from the terminal and manually initiate the download from the terminal.

In addition, the terminal can be setup for an application or firmware to be pushed to the terminal from the PAXSTORE side.

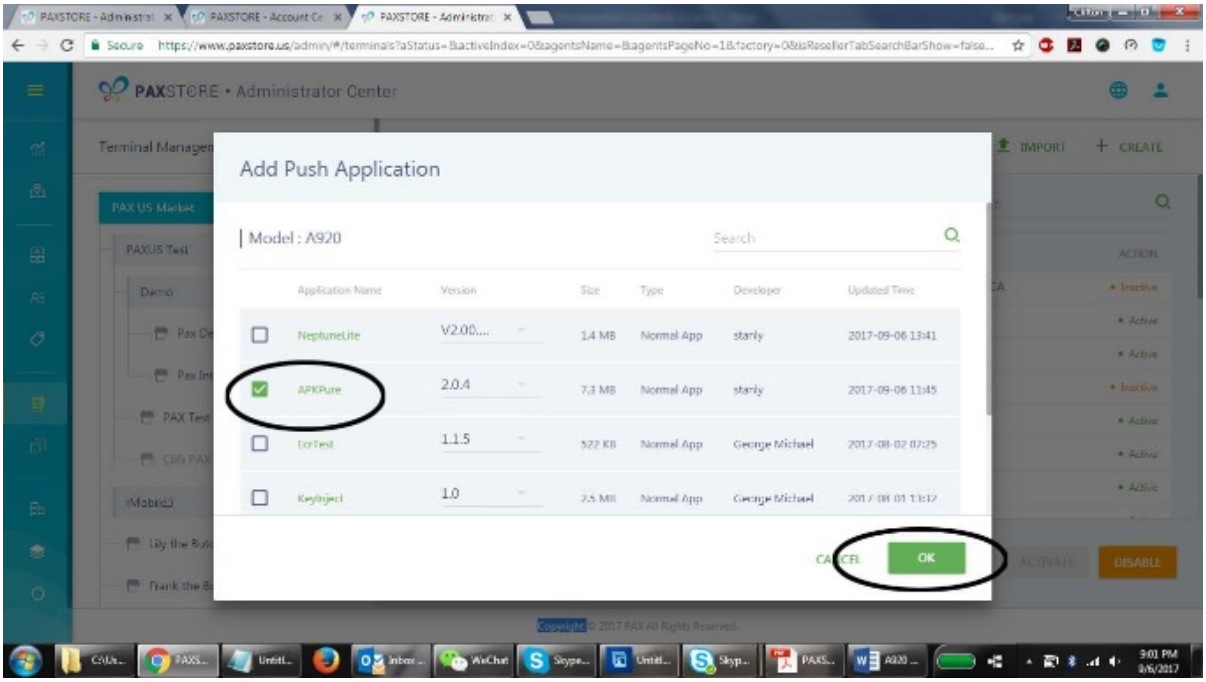
9.8 Step 10. Setup Application or Firmware

To setup an application or firmware to be automatically pushed to the terminal in the Terminal Management section select the terminal from the list of terminals and then select the green arrow on the right side of the screen.



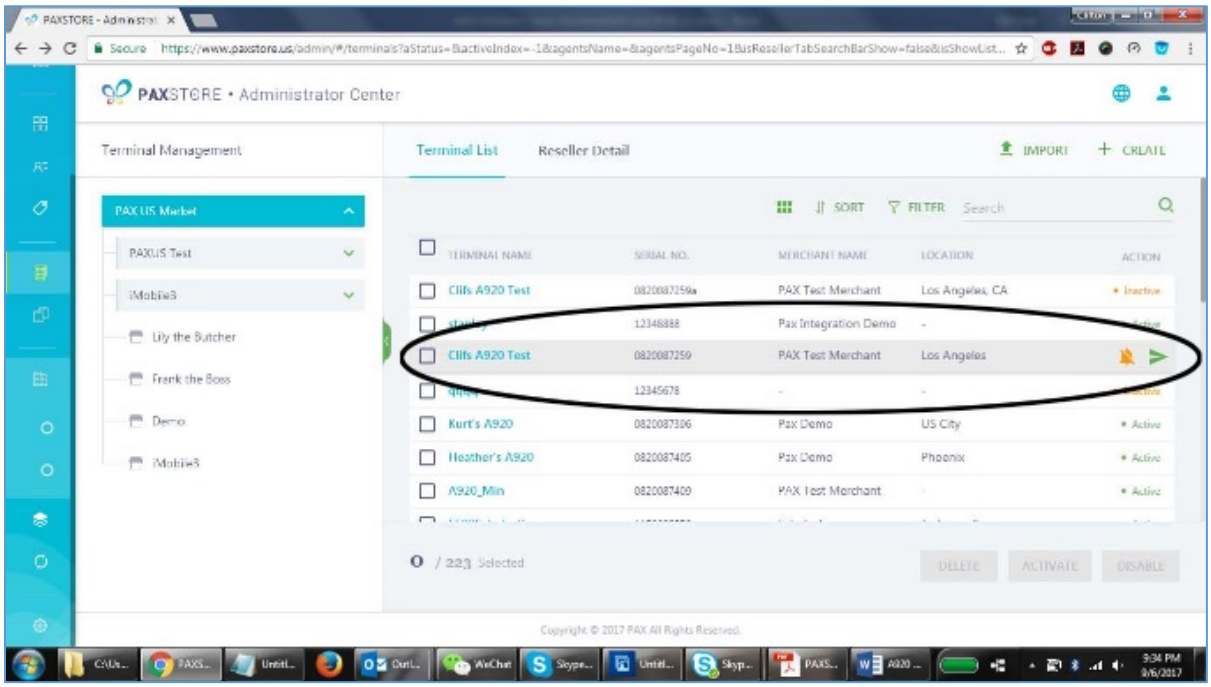
9.9 Step 11. Select an Application

To setup an application to be pushed to the terminal select an application from the Add Push Application list and then select [OK].



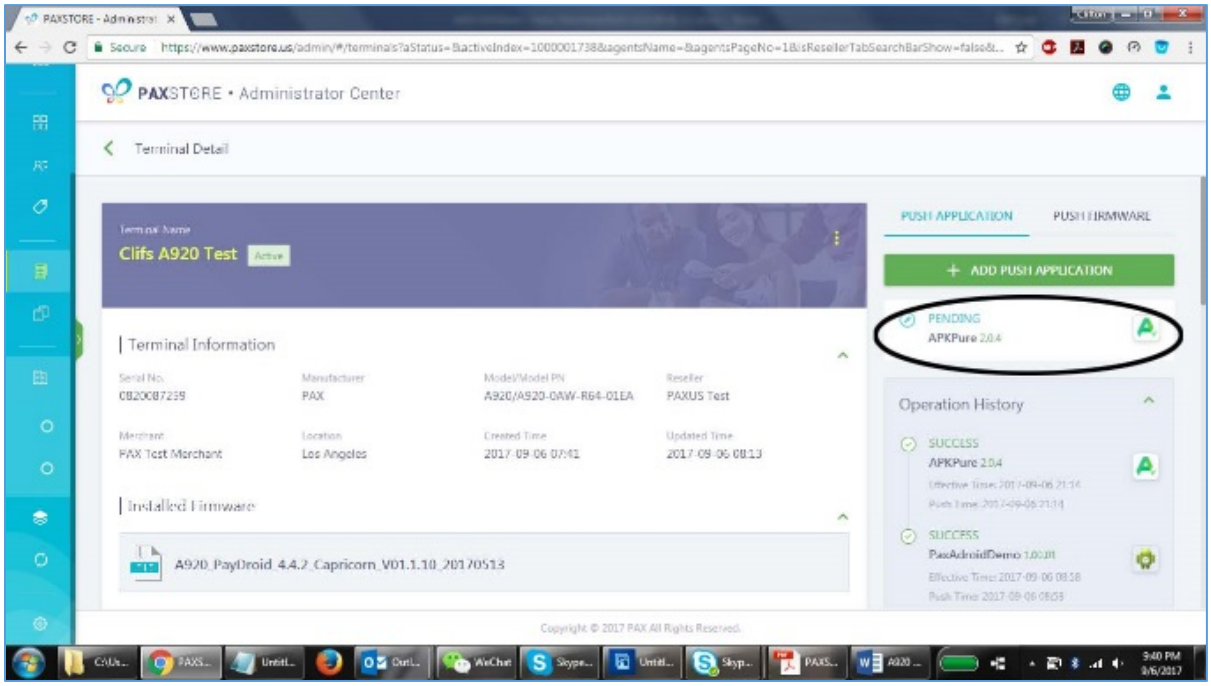
9.10 Step 12. Highlight Terminal to Download

To setup, the application push date and time start from the Terminal Management screen. Highlight and click the terminal to be downloaded.



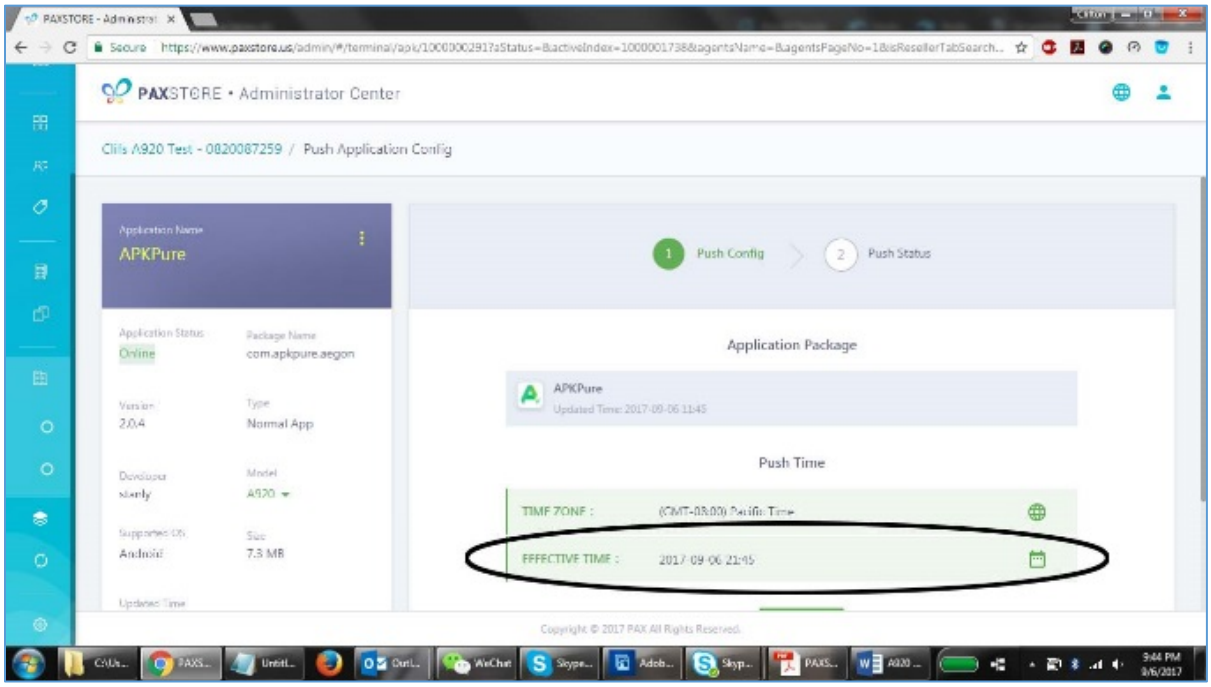
9.11 Step 13. Select the Pending Application

Next in the terminal detail section select the pending application from ADD PUSH APPLICATION menu.



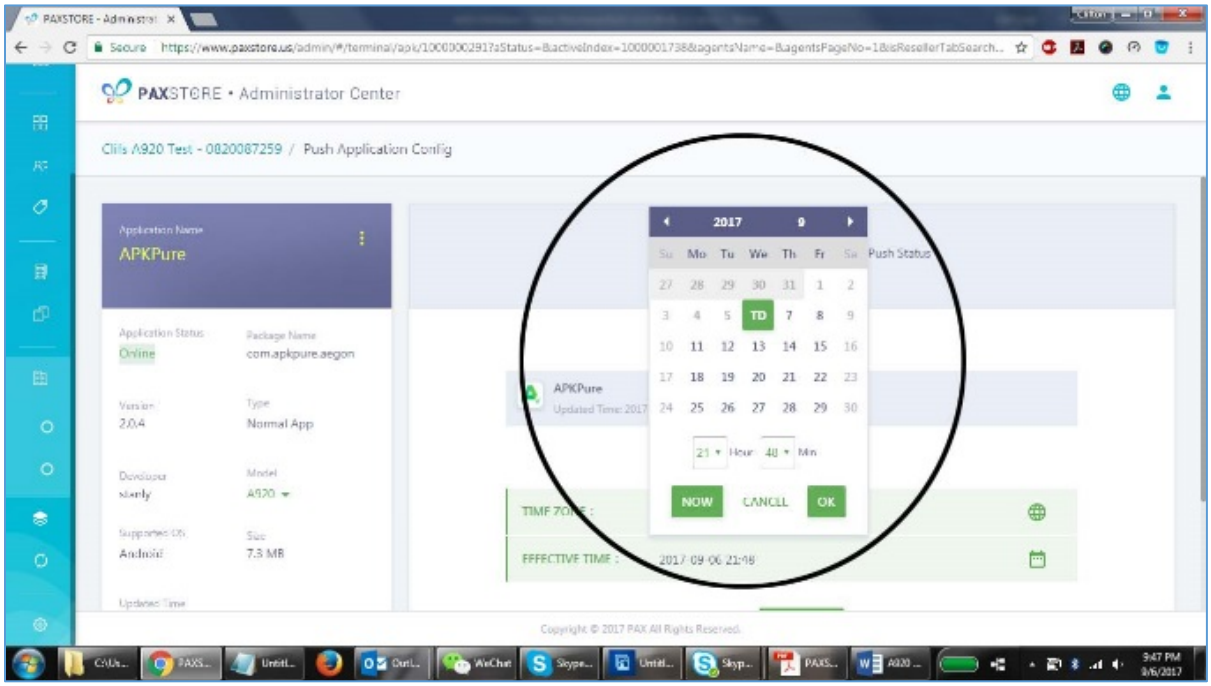
9.12 Step 14. Select EFFECTIVE TIME

In the Push, Time menu select the EFFECTIVE TIME calendar option.



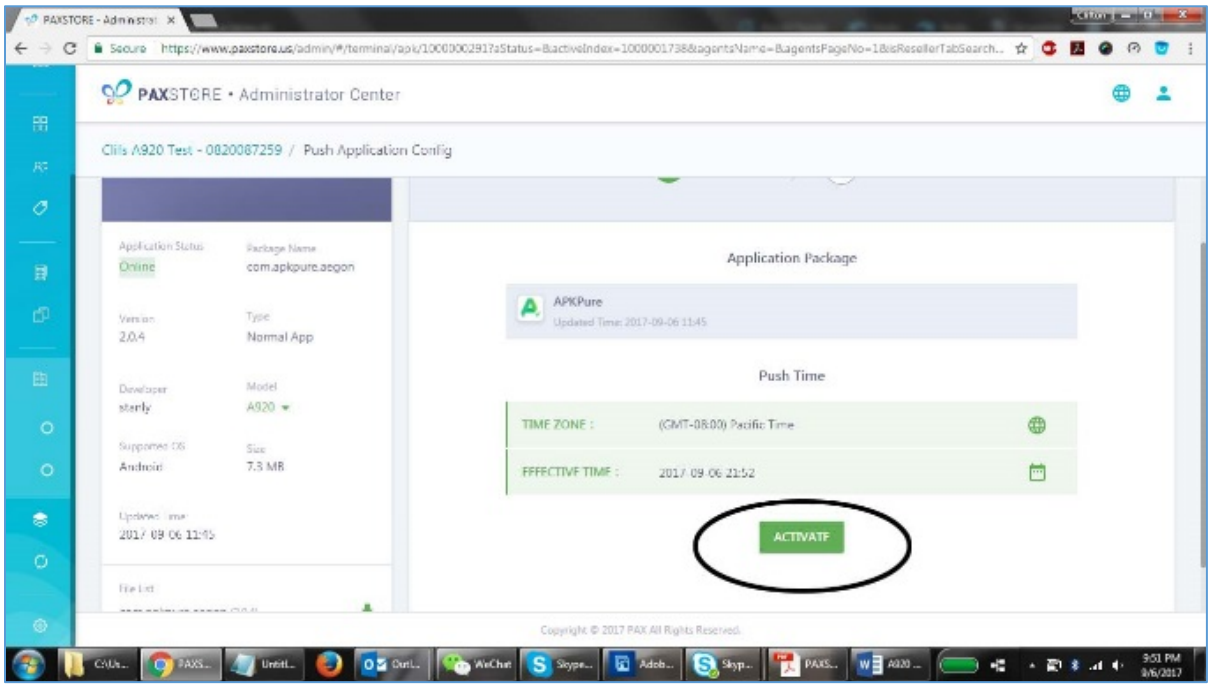
9.13 Step 15. Select Date and Time then OK

Using the calendar select the date and time then [OK] to save or select the [NOW] option.



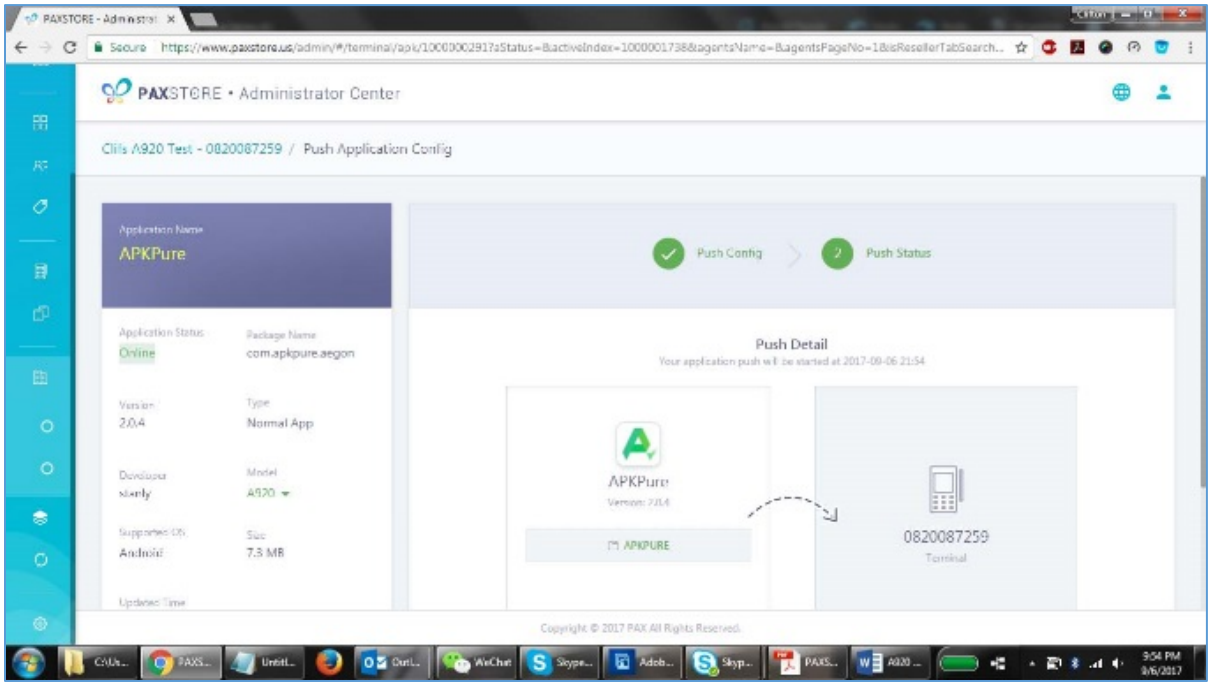
9.14 Step 16. To Activate Scheduled Download Push

To activate the scheduled download push, in the Application Package / Push Time section select [ACTIVATE].



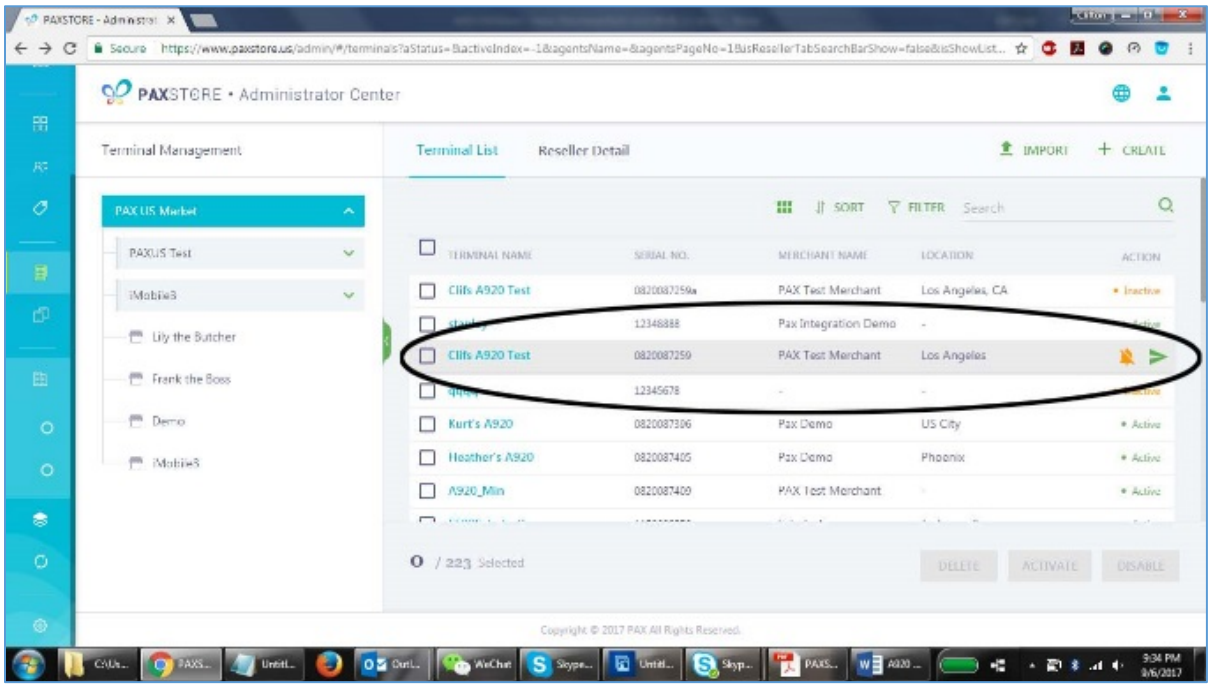
9.15 Step 17. Push Detail Screen

To view the push application status, view the Push Detail screen.



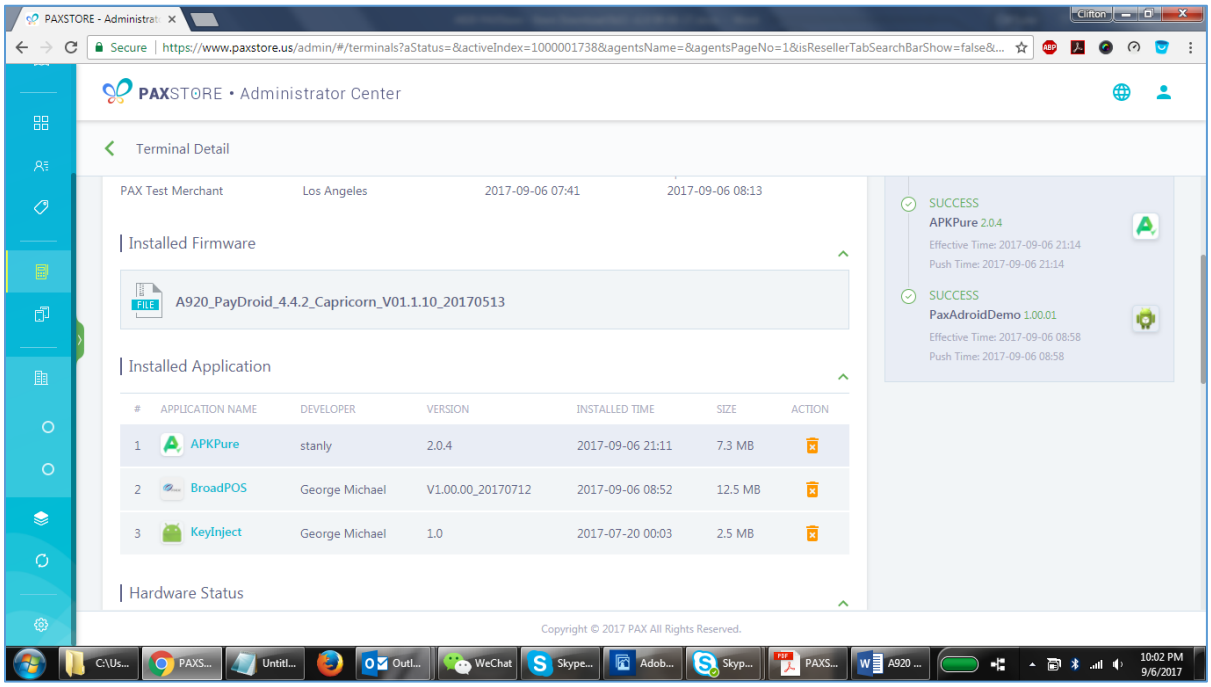
9.16 Step 18. View Terminal Details

To view terminal details such as installed applications and pushed application status start from the Terminal Management screen. Highlight and click the terminal to be viewed.



9.17 Step 19. View Terminal Type, Brand, Serial Number, etc.

To view the terminal details, such as terminal type, brand, model, serial number, installed applications, pushed application, terminal status, and more scroll the Terminal Detail page.

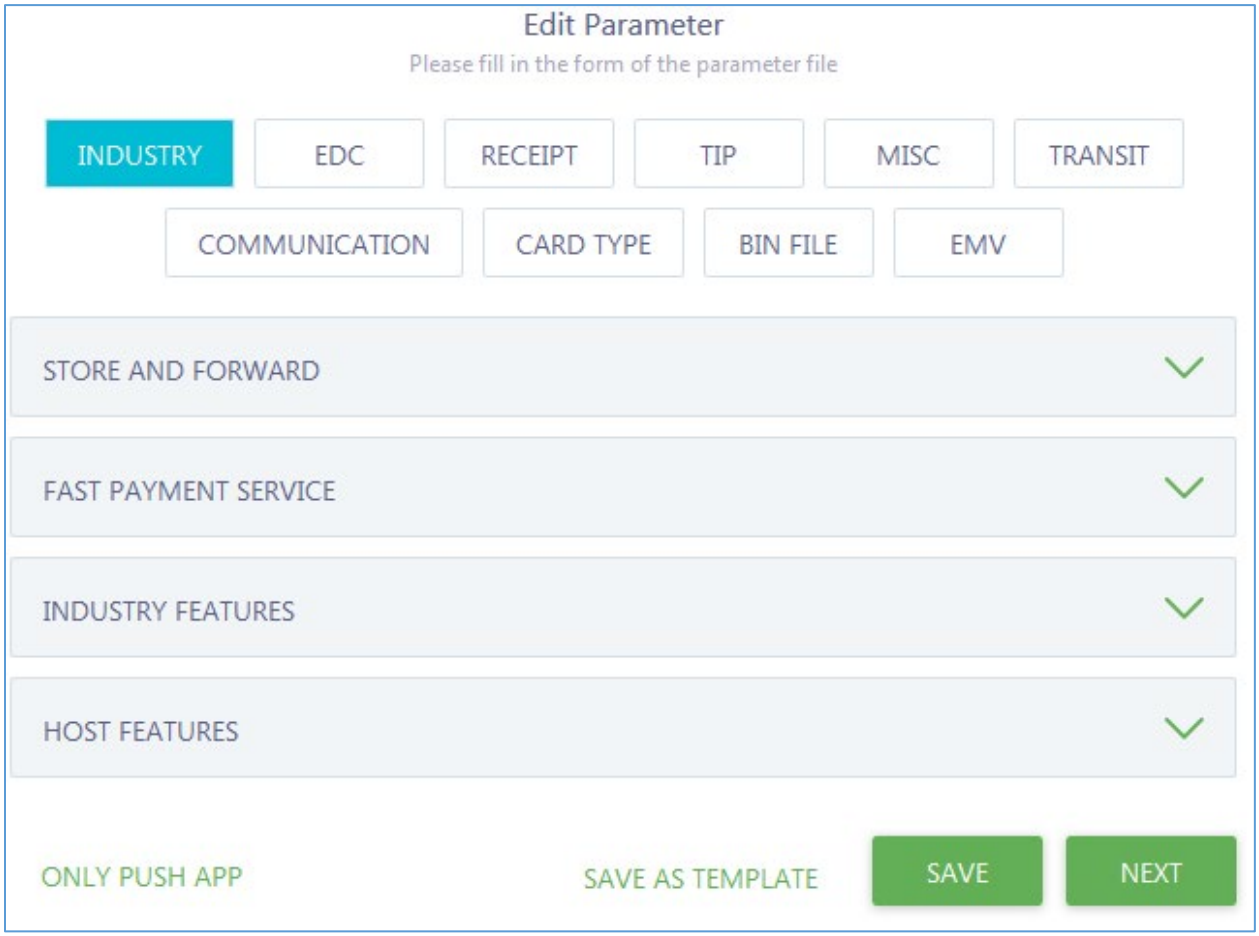


10 Developer

For developer level information please refer to the PAXSTORE Developer Guide.

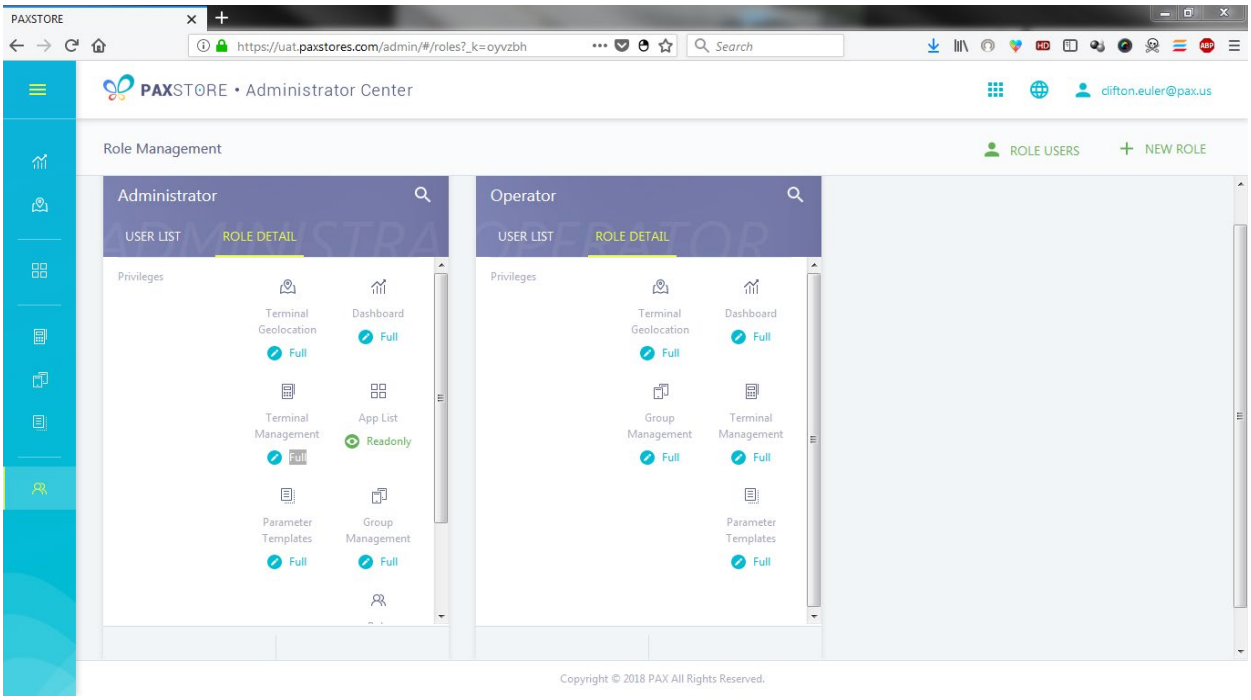
11 Terminal Parameters

The PAXSTORE supports the ability to include a separate parameter file with the application download. The parameter file is created, maintained and assembled per the developer to support their application. The parameter file is very similar to how the BroadPOS parameters work today. Below is a sample image of the parameters.



12 Role Management

The Role Management feature supports access control for users to include; no access, read only access and full privileges for each option.



12.1 Role Management Options

Below are role management examples with options supported for an Administrator and Operator. It is possible to add a user to the User List and Create a NEW ROLL.

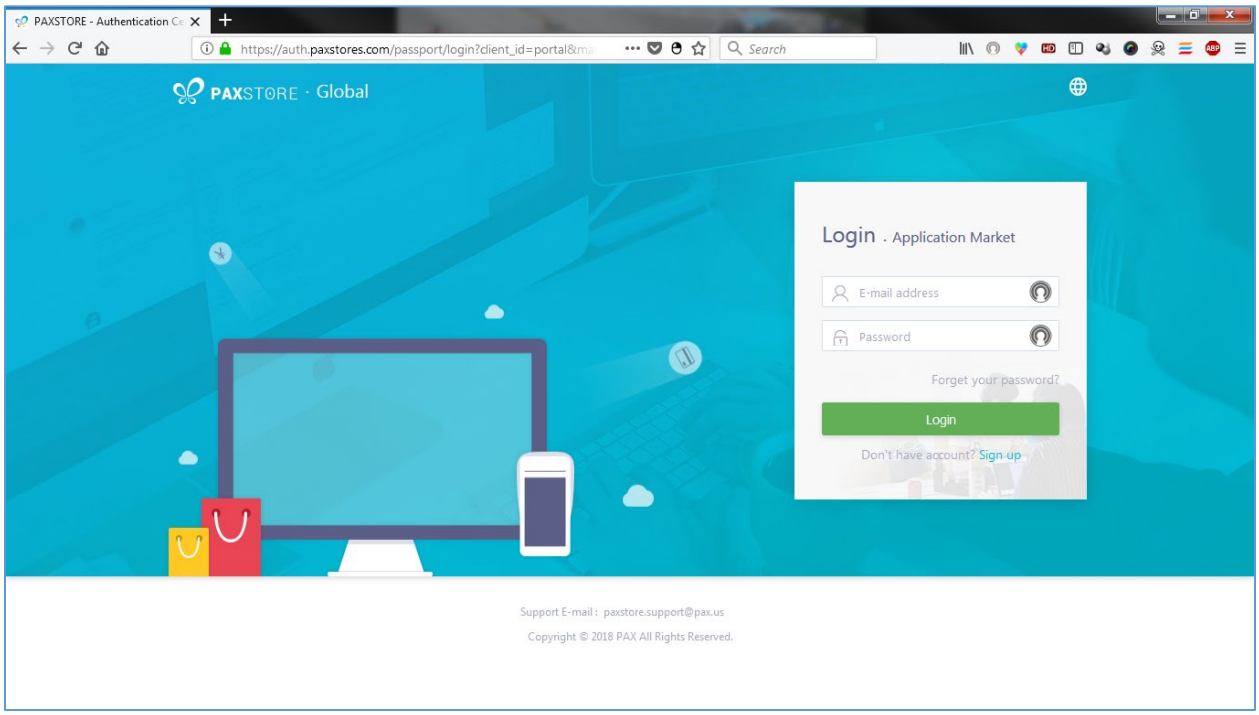
Administrator User List	Role		Operator User List	Role
Roger Decoaster	**Monitoring**		**Laura Hanna**	**Monitor**
Read Only **X** Full	Dashboard		**X** Read Only Full	Dashboard
Read Only **X** Full	Terminal Geolocation		**X** Read Only Full	Terminal Geolocation
	Task			**Task**
Read Only **X** Full	Application List		**X** Read Only Full	Application List
	Management			**Management**
Read Only **X** Full	Terminal Management		Read Only **X** Full	Terminal Management
Read Only **X** Full	Group Management		Read Only **X** Full	Group Management
Read Only **X** Full	Parameter Templates		Read Only **X** Full	Parameter Templates
Read Only **X** Full	Role Management		**X** Read Only Full	Role Management

12.2 Step 1. Add a New User

The following instructions will help guide you through the process of adding a new USER and assigning roles to the new user.

12.3 Step 2. Login

From the PAXSTORE home page select the LOGIN icon in the upper right-hand corner of the page and log in. If the login is successful, the GLOBALMARKETPLACE page will open.

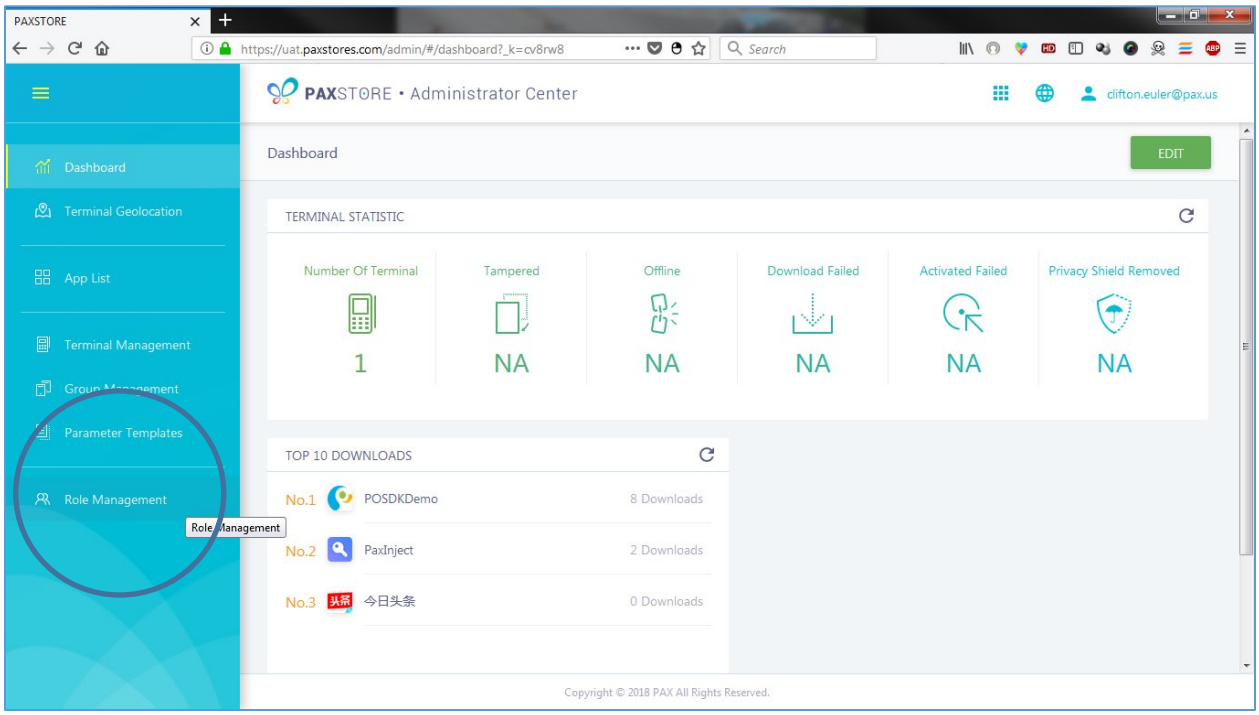


12.4 Step 3. Multi-Link

From the GLOBALMARKETPLACE page select the Multi-Link icon and then select the PAXSTORE Reseller Administrator icon.

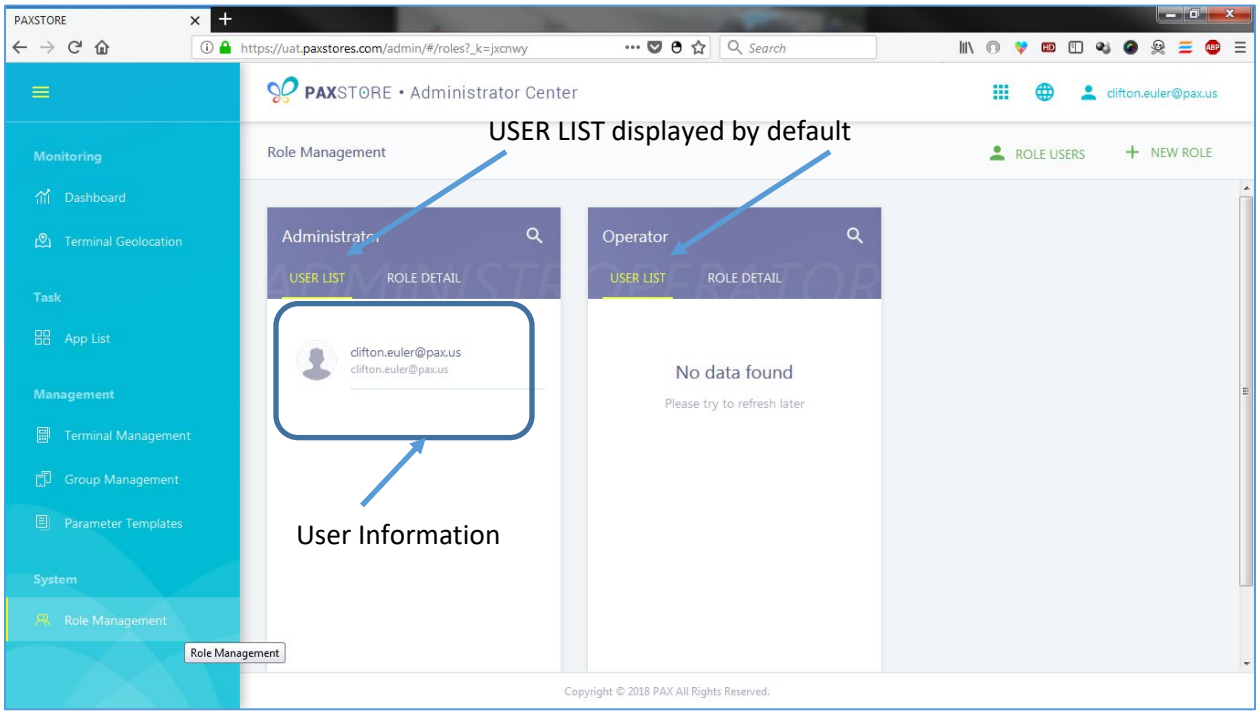
12.5 Step 4. Select Role Management

Select from the left side of the page within the blue category section under the System Category the Role Management icon.



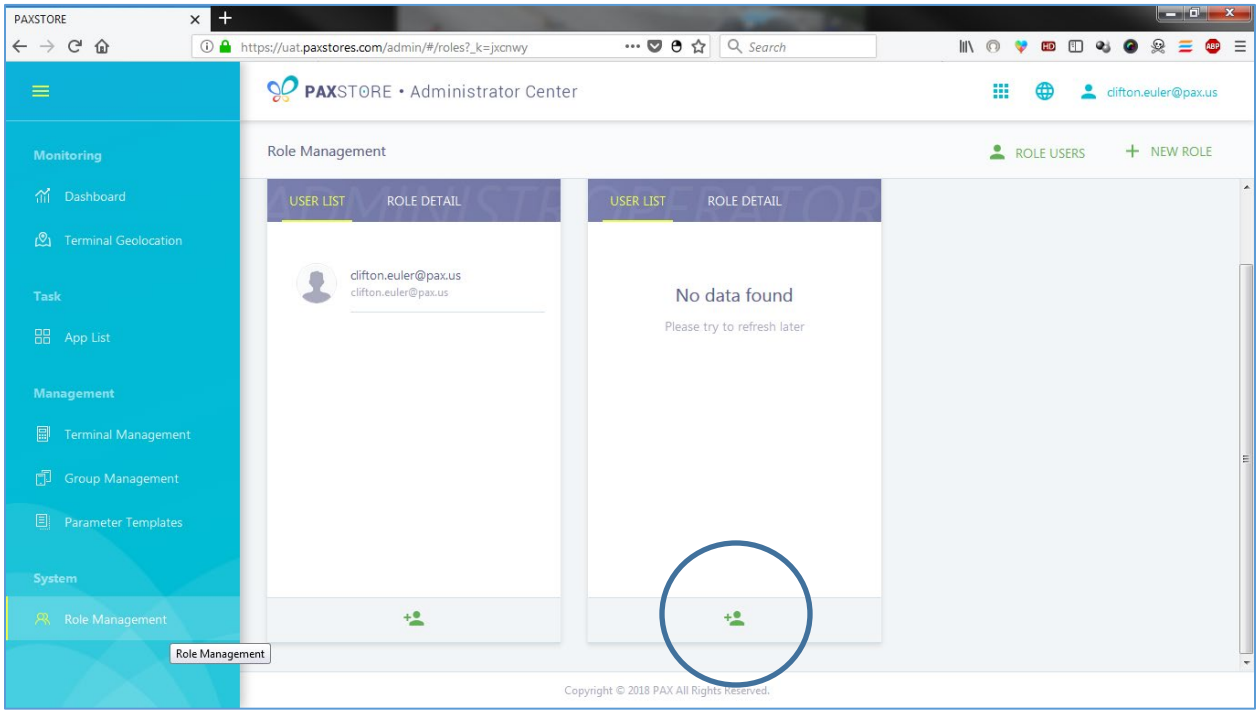
12.6 Step 5. Role Management Page

After selecting the Role Management feature in the category section, the Role Management screen will display. By default, the various Role Management types will display with the USER LIST highlighted and any existing users will be displayed in the corresponding Role Management sections. Please note that a User cannot edit or delete your own profile.



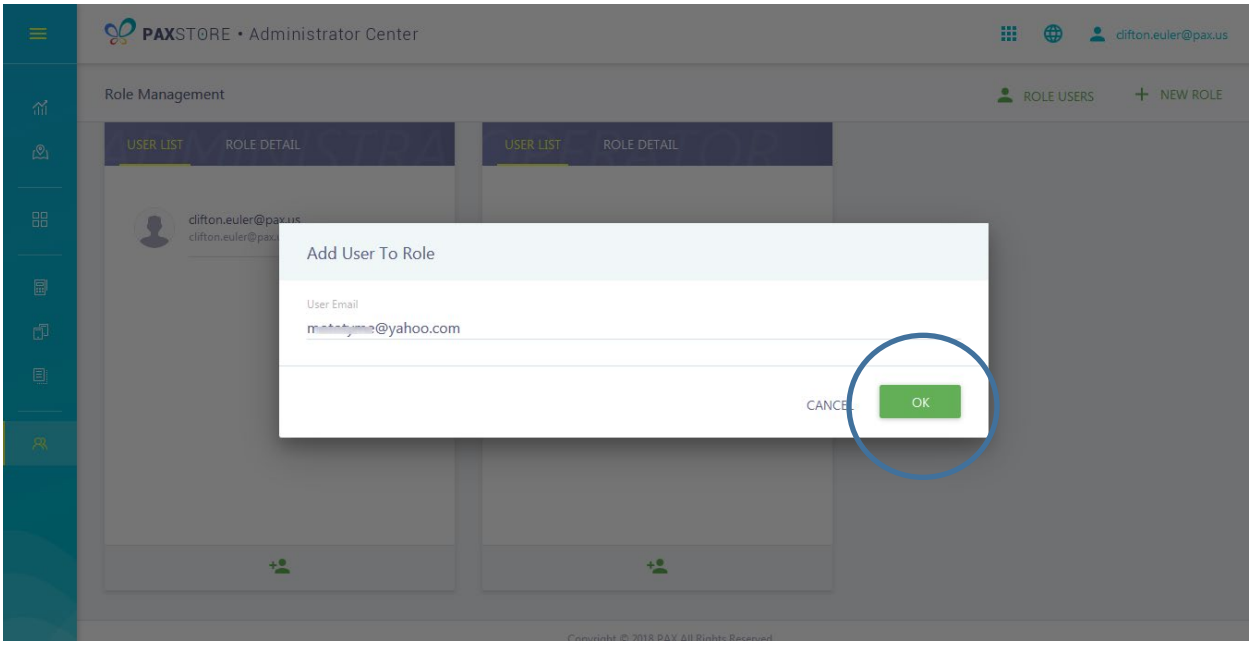
12.7 Step 6. Add User

It is possible to select the Role Management Administrator or the Operator for the User. For this exercise please choose he Operator Role Management option. To add a new user, select the + User icon at the bottom of the Operator level section.



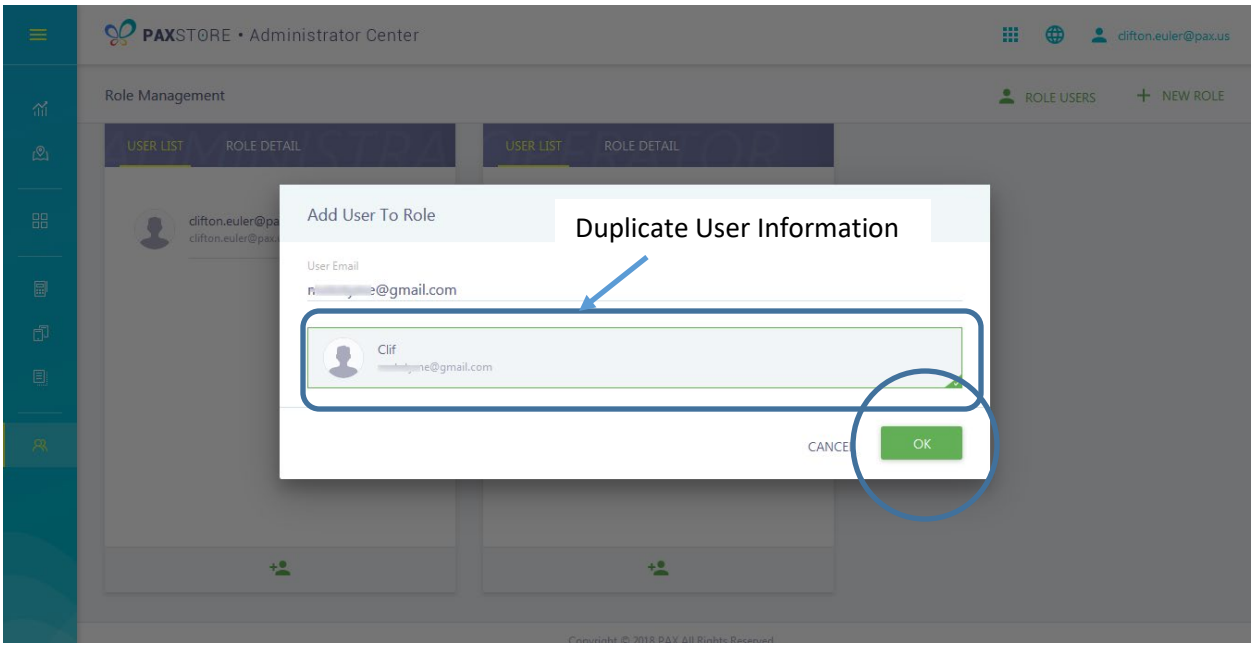
12.8 Step 7. Creating the new User

When the + User icon is selected to add new user the Add User to Role pop up window will appear. Enter the Users email and select **[OK]** to save or CANCEL to exist without saving.



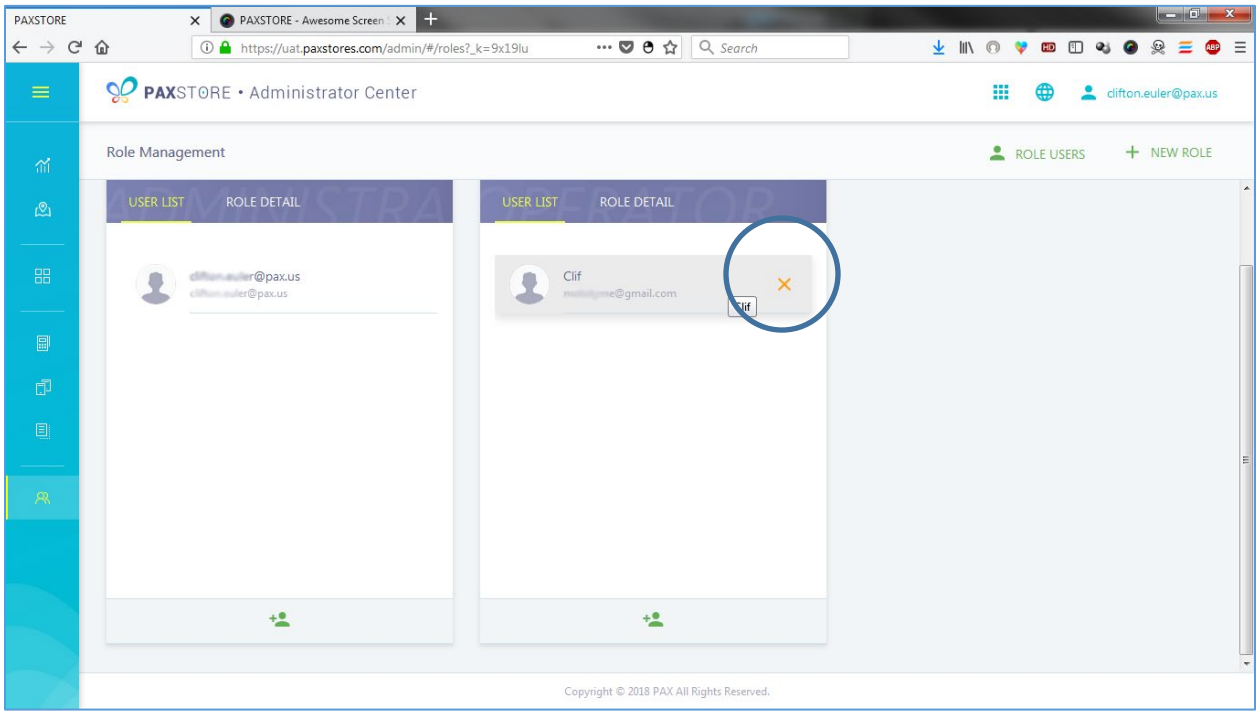
12.9 Step 8. Existing User Match

While entering the User email information if a match is found the result will be displayed. To accept the match, select the **[OK]** button or CANCEL to exist without saving.



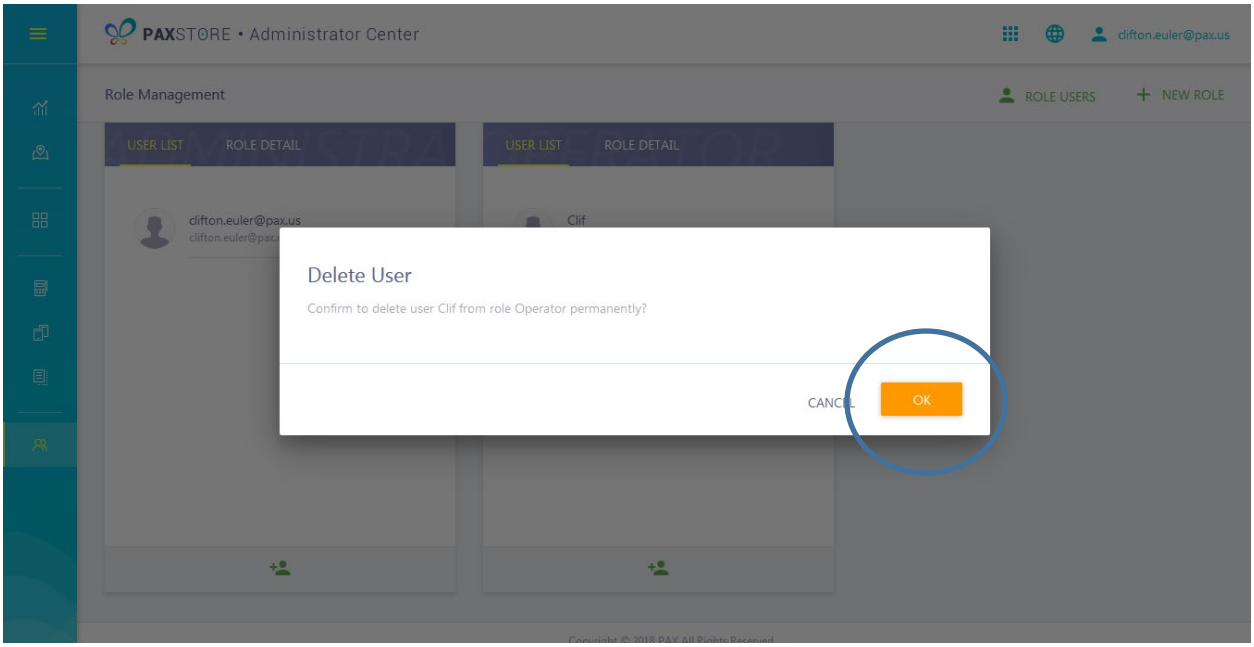
12.10 Step 9. Delete a User

If while entering a new User or anytime it is required to delete a user hover the cursor near the right side of the User name and an "X" will appear. To delete the User, select the **[X]** and then **[OK]** to accept and save or CANCEL to exist without saving.



12.11 Step 10. Confirm Delete User

To confirm Delete User select **[OK]** to save and exit or CANCEL to exit without saving.

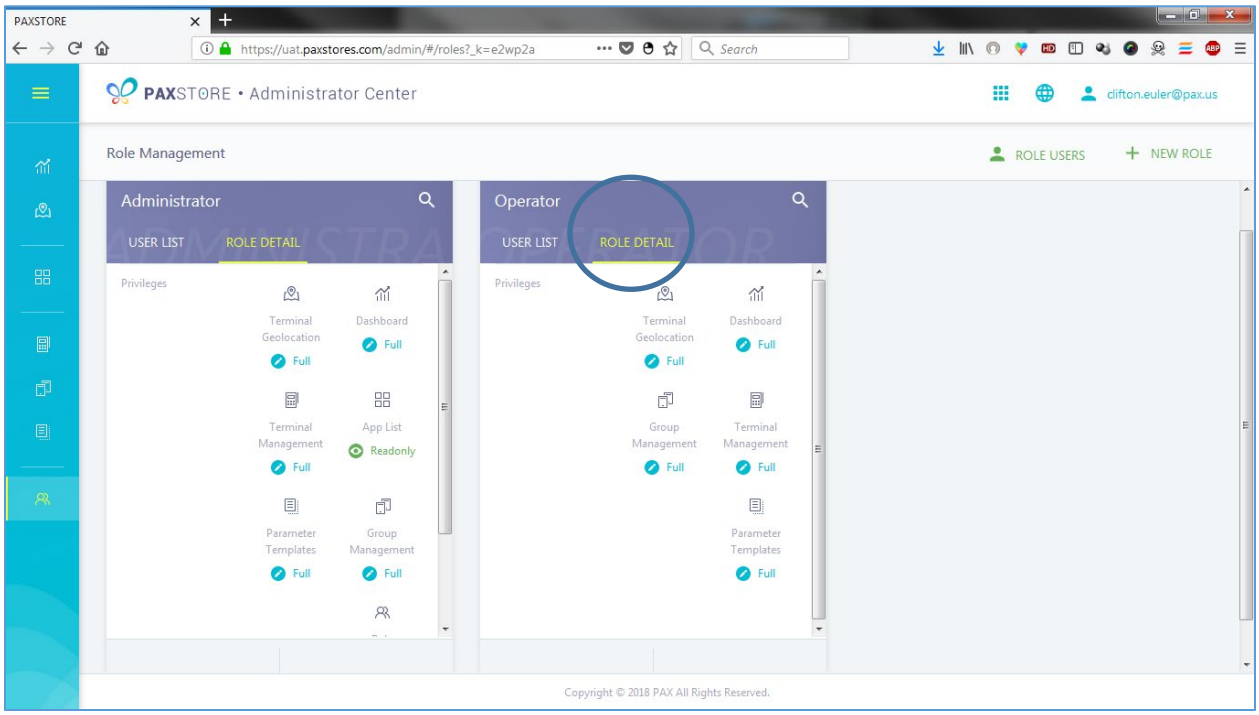


12.12 Step 11. Role Settings

When the User is added to the Operator Role the User is automatically configured to the existing Operator Level settings. These settings are not adjustable. All Users added to the Operator Role will assume the Operator Role settings. For Custom Role settings create a brand-new Role Management Profile. Each User added to the Custom Role will assume the settings in the Custom Role. To set custom Role Management settings for a single user create a custom Role just for the User.

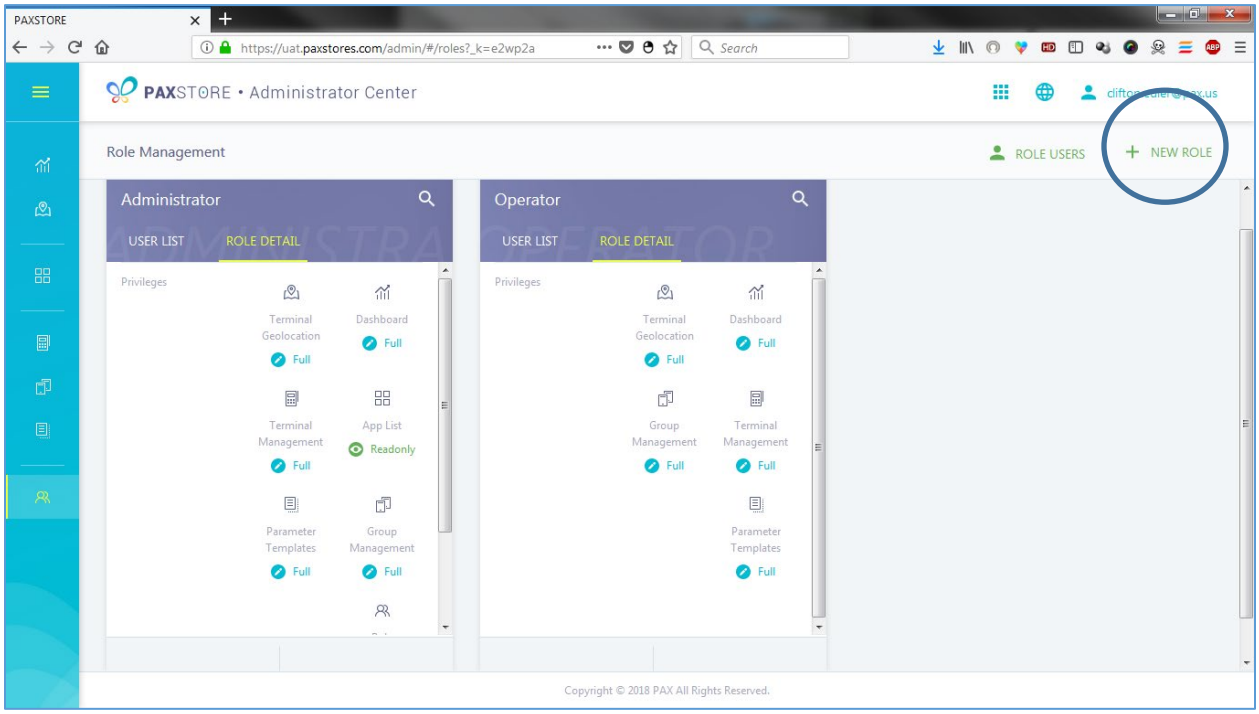
12.13 Step 12. Select Role Detail

To view and edit Role privileges select the ROLE DETAIL link. The Operator Level does not allow edit of the privileges and is hard coded.



12.14 Add a new Role

To add a new Role, select the + NEW ROLE in the upper right corner.

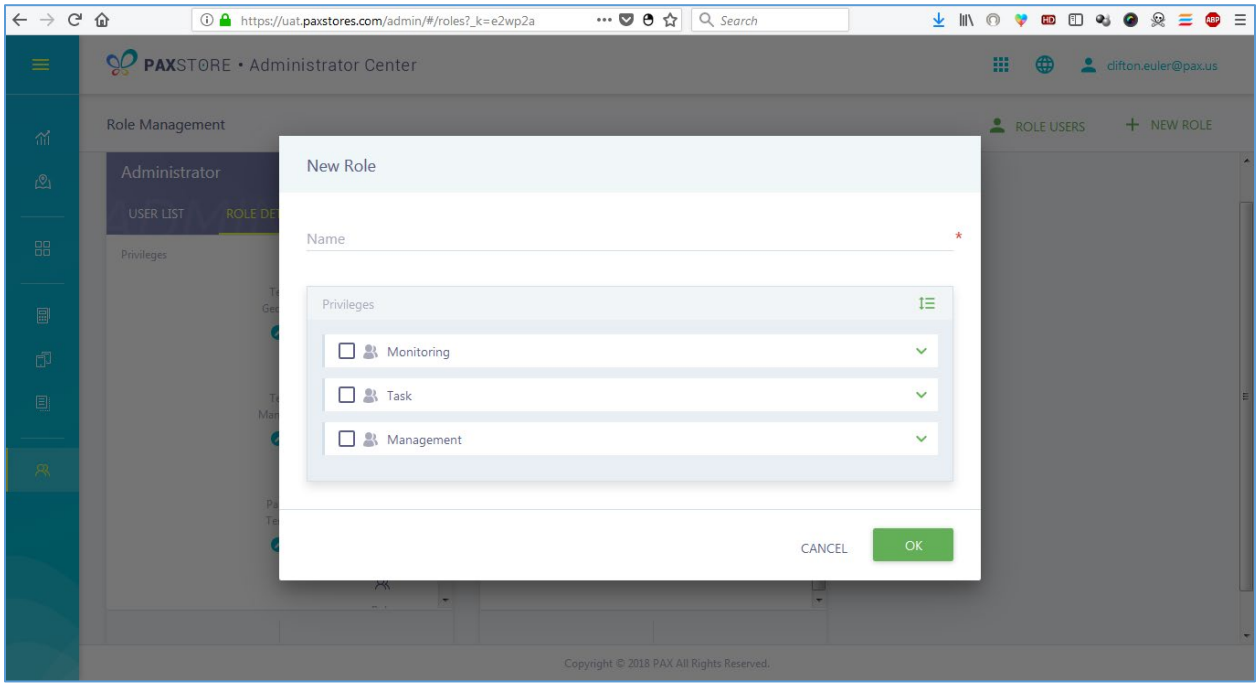


12.15 Step 14. New Role Window

When the + NEW ROLE is selected a NEW ROLE pop up window will appear. In the Name field enter a case sensitive name for the new Role. Then check the box next to the privilege to be supported by the new Role. When the role is selected it and extended privileges will be displayed in the box at the bottom. Use the scroll tool on the right side to scroll all the way down to the bottom to display all available roles. The box at the bottom includes additional privilege settings for the ones enabled on the list above. In the box at the bottom, the privileges and extended privileges are displayed and can be disabled by hovering over the privilege and selecting the [X]. To save changed select [OK] to save and exist or select CANCEL to exit without saving. Some Administration privileges are not available for non-administration Role levels.

The following privileges will be listed:

- **Monitoring**
  - Dashboard
  - Terminal Geolocation
- **Task**
  - App List
- **Management**
  - Terminal Management
  - Group Management
  - Parameter Templates

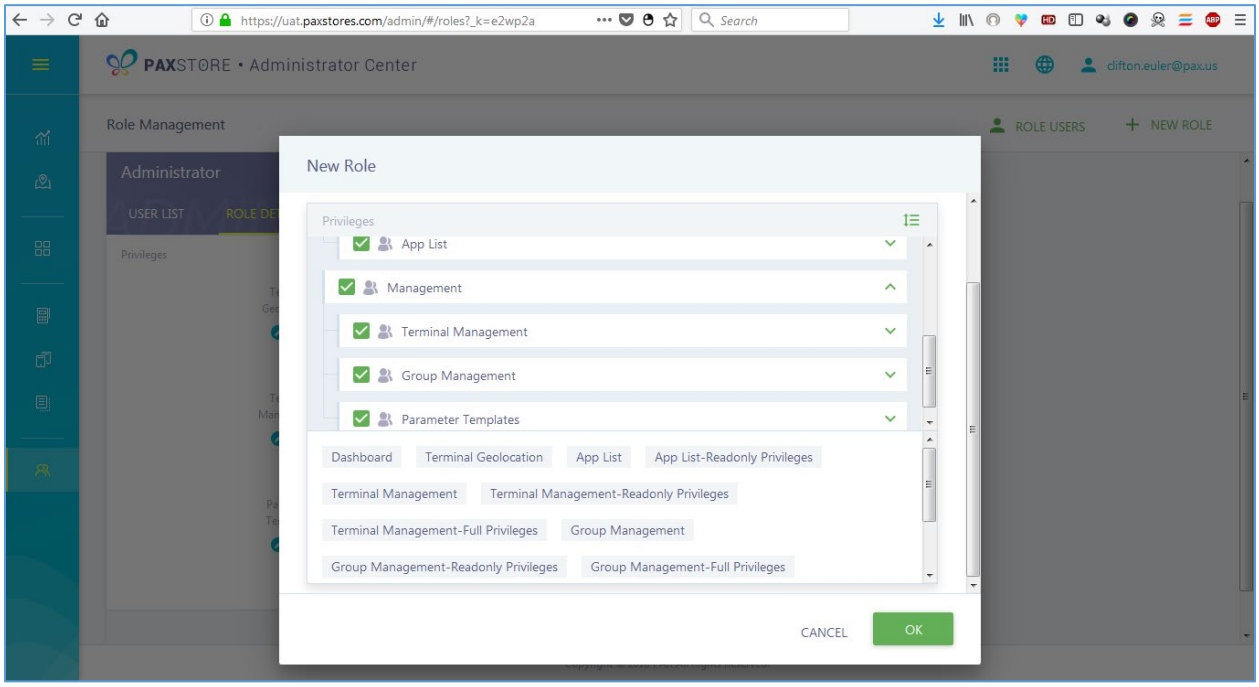


Lower Role Box Privileges

The following privileges and supporting privileges will be displayed within the bottom section if the privilege is selected above. To disable any of the privileges in the box hover the cursor over the desired privilege to disable and select the [X] next to the description. Once all the privileges have been setup select [OK] to save and exist or CANCEL to exit without saving.

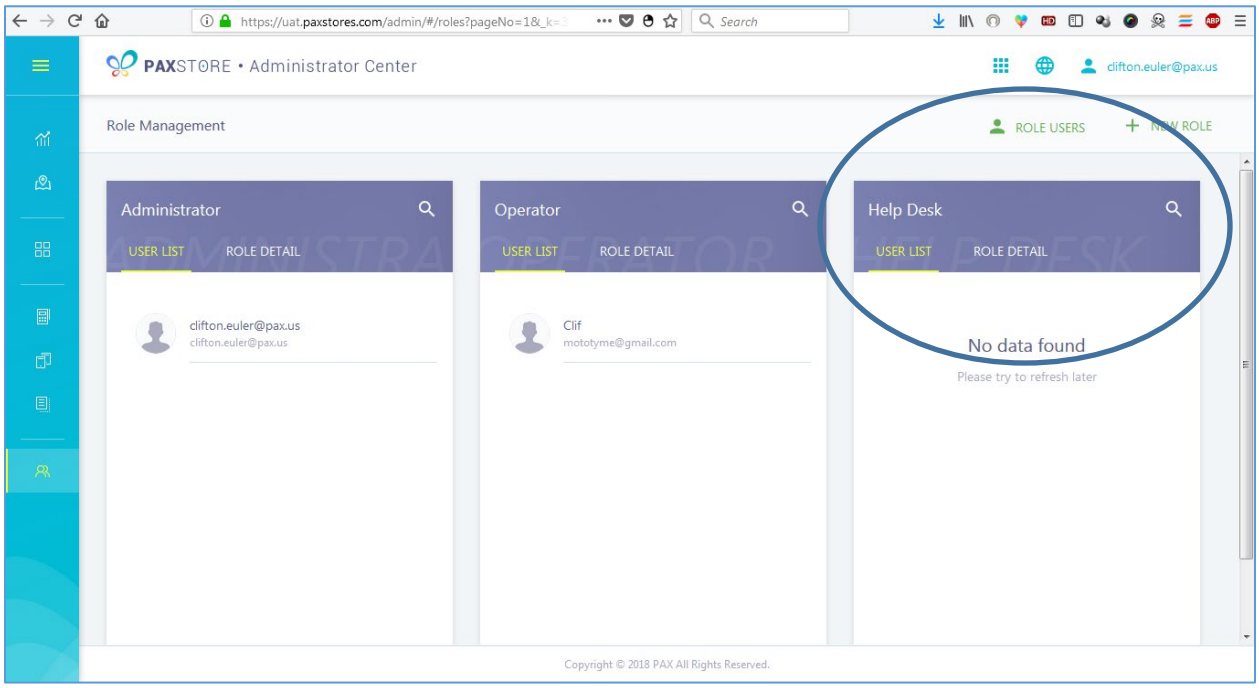
- Dashboard
- Terminal Geolocation
- App List
- App List-Read Only Privileges
- Terminal Management
- Terminal Management – Read Only Privileges
- Terminal Management – Full Privileges
- Group Management
- Group Management – Read Only Privileges
- Group Management – Full Privileges
- Parameter Templates
- Parameter Templates – Read Only Privileges
- Parameter Templates – Full Privileges

Lower Section of the Scrolling Privileges



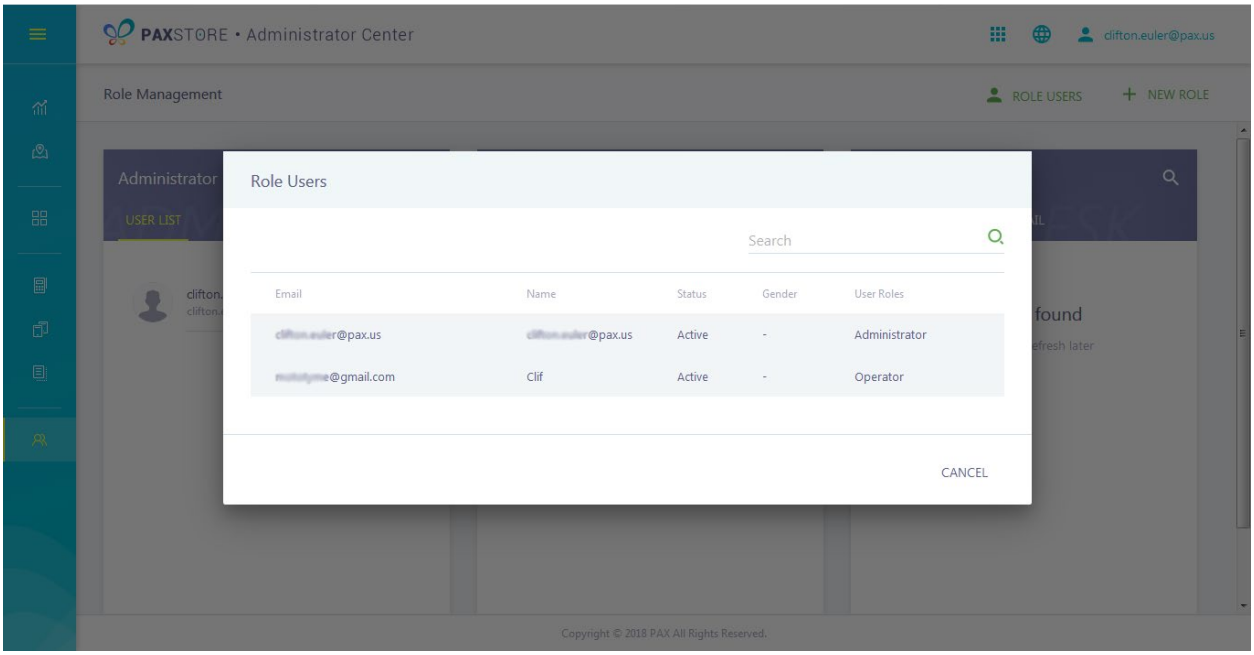
12.16 Step 15. New Role Displayed

After the new Role has been created and the [OK] button selected the new Role will be displayed. To add a new user and configure privileges to the new Role please use the instructions provided above.



12.17 Step 16 View Role Users

To view existing Role Users, select the ROLE USERS icon in the upper right corner. When the icon is selected a new pop-up, window will appear displaying existing users. To search for uses enter a name on the Search line and then select the magnifying glass icon to search. To exit select CANCEL to exit.



13 September 2018 Update Summary

To continuously improve the functionality of the PAXSTORE an upgrade occurred the evening of September 9th, 2018. We kept intact the database, therefore your accounts, application settings, and terminal downloads are still there.

New Changes:

- Terminal Management Support for traditional PAX non-Android terminals
- PAXSTORE Marketplace has been renamed the BroadPOS Marketplace
- UAT Marketplace has been renamed the Test Marketplace
- Added Terminal Monitoring Features in the Terminal List and in the Terminal Detail
- Two Factor Authentication (optional)
- A Single Email User can be on Multiple Reseller Accounts
- Other minor enhancements/fixes

13.1 Terminal Management Support for Traditional PAX non-Android Terminals.

Going forward terminal management will be supported for selected PAX traditional non-Android terminals on the PAXSTORE. Please contact your PAX Sales Engineer or paxstore.support@pax.us for a list of supported terminals. Eventually, all the PAX traditional non-Android terminals will be supported.

13.2 PAXSTORE Marketplace has been renamed the BroadPOS Marketplace

The PAXSTORE Marketplace has been renamed to the BroadPOS Marketplace.

13.3 UAT Marketplace has been renamed the Test Marketplace

The UAT Marketplace has been renamed to the Test Marketplace.

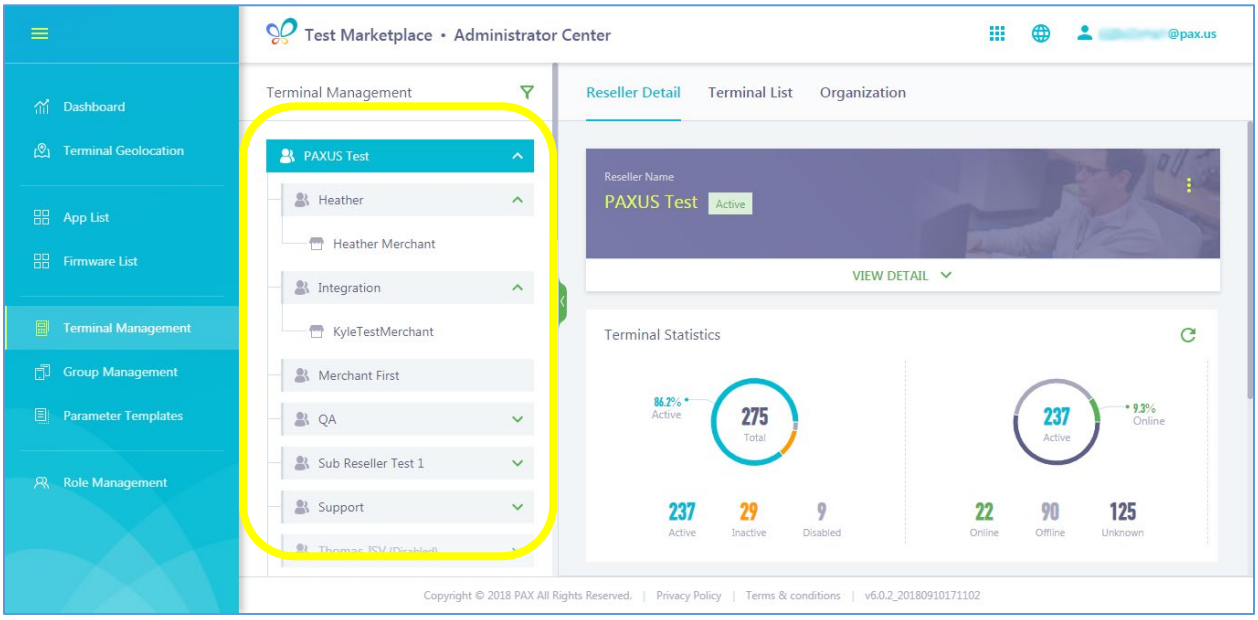
13.4 New Features within Terminal Monitoring, Terminal List and in the Terminal Detail

There are new features and changes in the Terminal List and Terminal Detail sections.

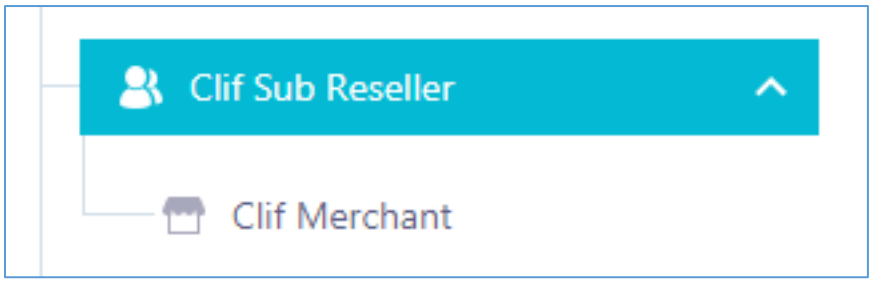
- New Font
- New Icons
- New Search Filter options
- New Check Boxes

13.5 New Terminal Management Category Format

A new Terminal Management Category format has been implemented to improve the layout of main and sub-folders.

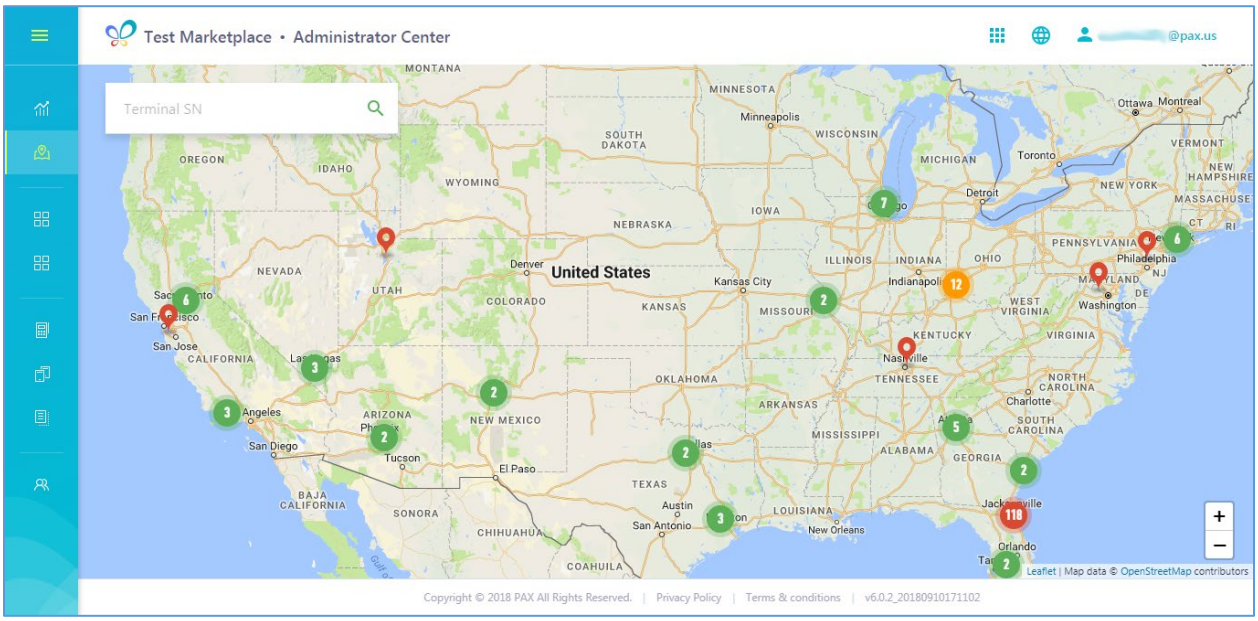


13.6 New Terminal Management Category Icons



13.7 New Geolocation Mapping

A new geolocation mapping format has been implemented which supports terminal location information.



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