Square

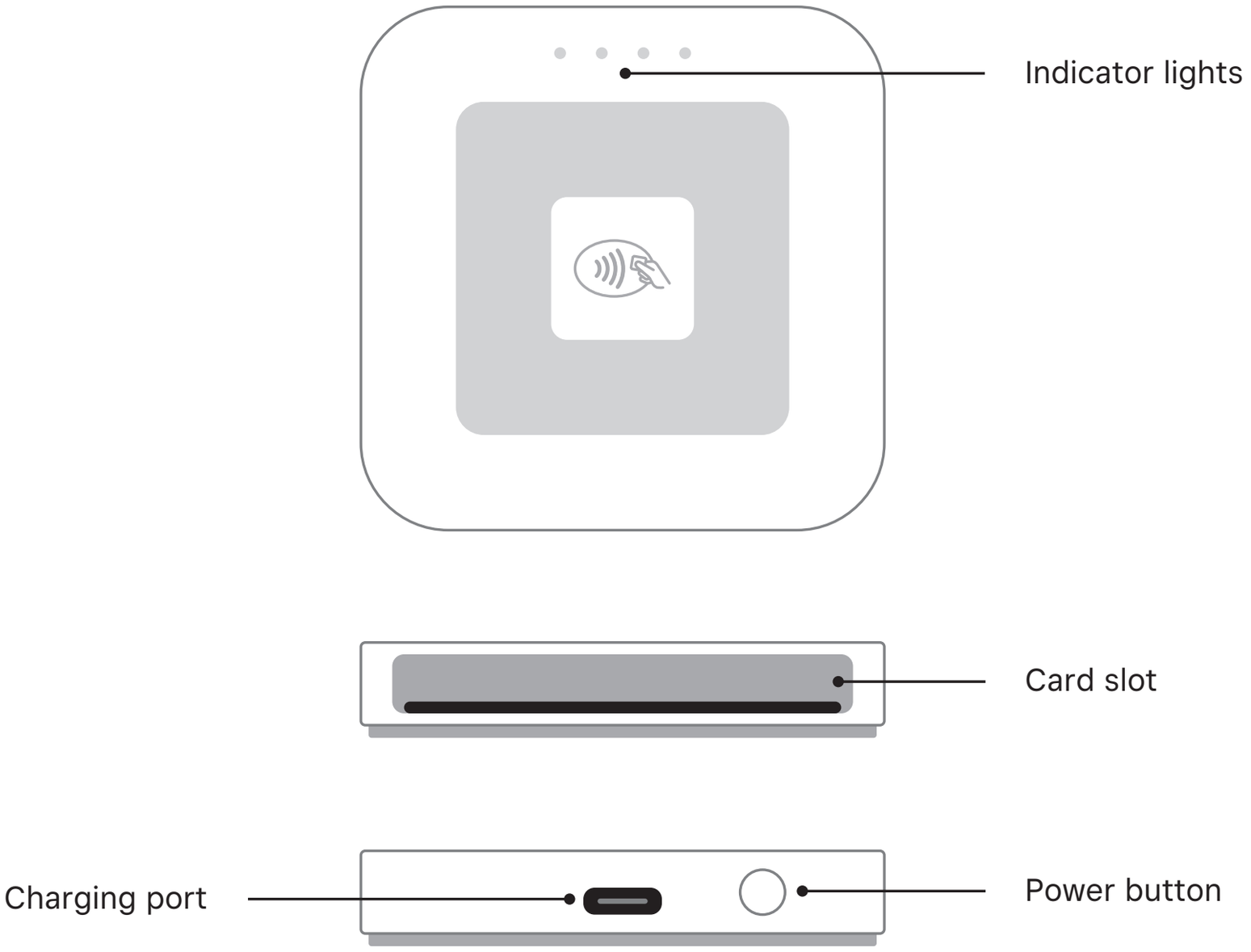
Square Reader

Getting started

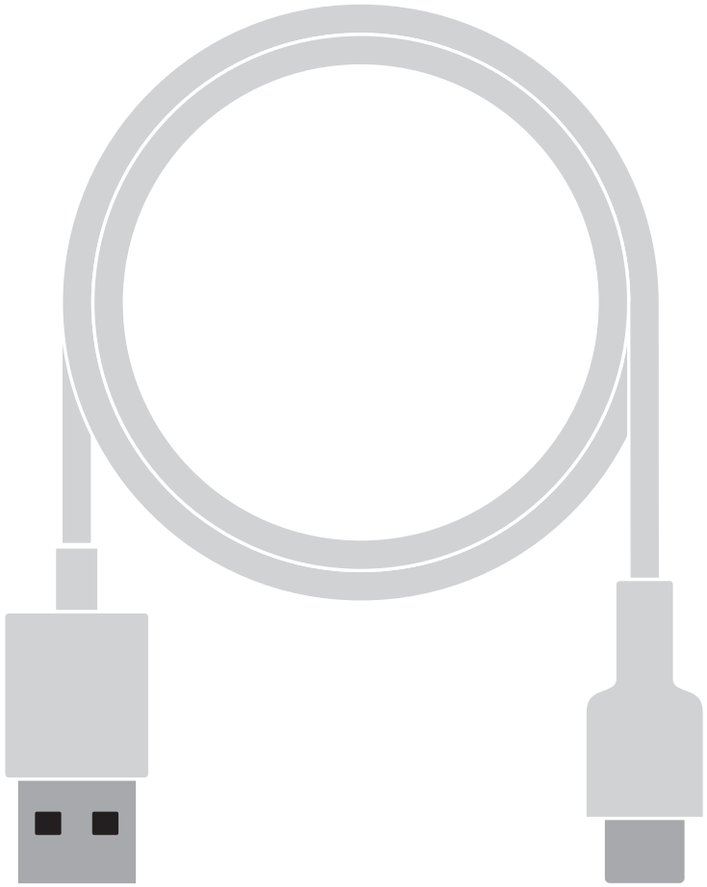
Primeros pasos

EVERYTHING YOU NEED TO GET STARTED

Contactless and chip reader



USB-C cable



Use this cable to charge your reader.

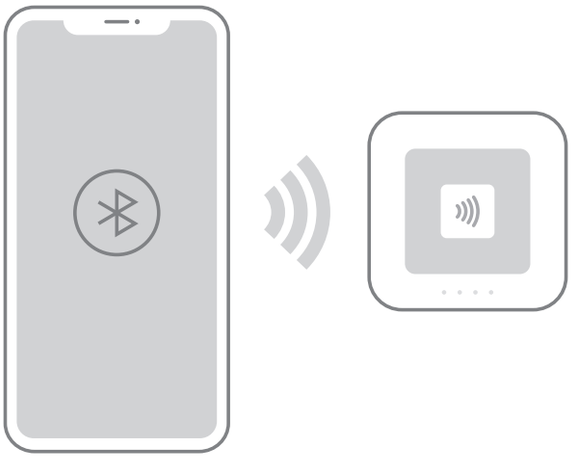
EN

GET UP AND RUNNING



1. Get the app

On your phone or tablet, make sure you have the latest version of the Square app. If you're new to Square, download the Square app from the App Store or Google Play. Then, open the app to create an account or sign in to an existing account.



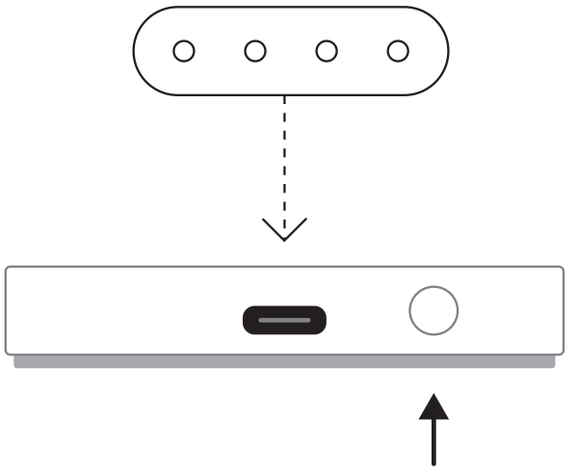
2. Set up

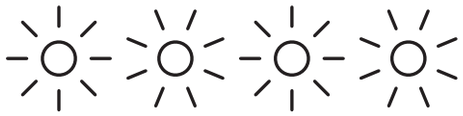
Make sure Bluetooth is turned on in your device's settings. Open the Square app. Tap ☰ **> Settings > Hardware > Square card readers**. Then tap **Connect a Reader**.

Need help?

Watch step-by-step setup videos at **square.com/setup**.

EN



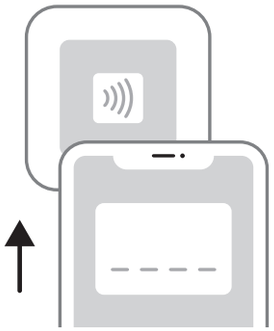


3. Pair

Grab your reader. Press and hold the power button for about three seconds. When four orange lights start flashing, release the button. A Bluetooth pairing request will appear on your device. Tap **Pair** and you’re ready to take payments.

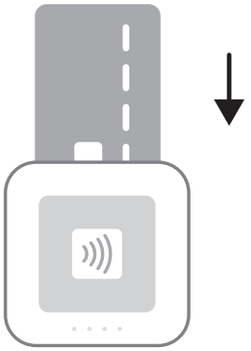
Pro tip: Your reader may go to sleep after a few hours of inactivity to conserve battery life. To wake it up, simply push the power button on your reader once. Within 20 seconds you’ll see four green flashing lights — this means you’re connected.

HOW TO TAKE A PAYMENT



Tap

In the Square app, tap **Charge** and wait for a single green light to appear on the reader. Your customer can then hold a contactless device or card near the reader to trigger payment.



Dip

In the Square app, tap **Charge** and wait for a single green light to appear on the reader. Your customer can then insert a chip card. Leave it in place until you see four green lights.

PRO TIPS

Check your battery

Push the button on your reader once to check its battery level.

4 green lights means your battery is 100% charged.

3 green lights means your battery is 75% charged.

2 green lights means your battery is 50% charged.

1 solid red light means your battery is 25% charged.



1 blinking red light
means your battery is low — charge immediately.

Explore POS Software

Square has a variety of point-of-sale solutions to fit your business, whether you run a restaurant, sell retail goods, book appointments, or just need a versatile POS for whatever comes next. Compare POS software options at **square.com/pos**.

TODO LO QUE NECESITAS PARA COMENZAR

Lector sin contacto y chip



Luces indicadoras



Ranura para tarjeta

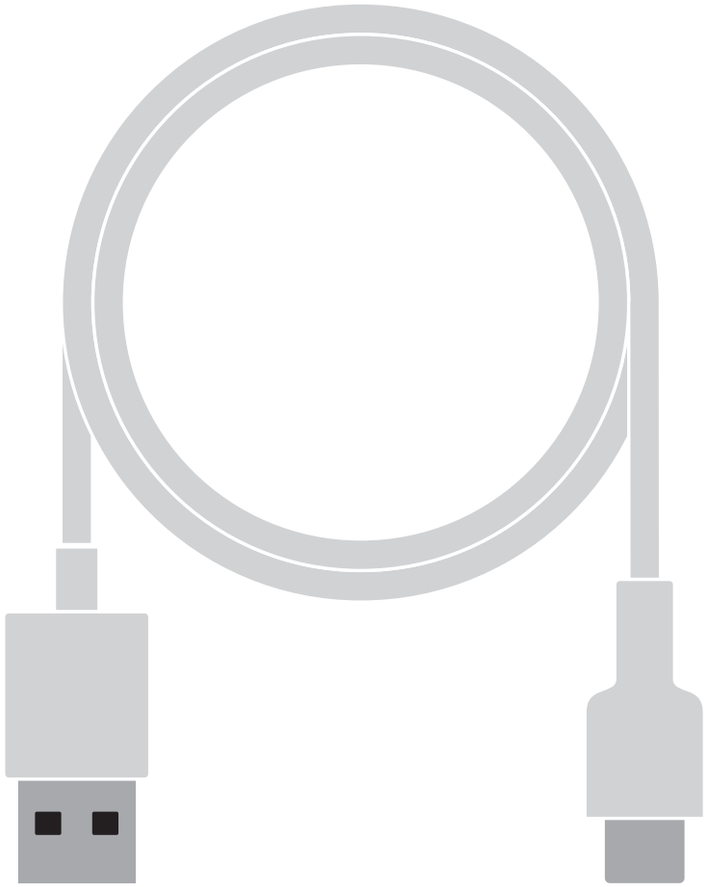
Puerto de carga



Botón de encendido

ES

Cable USB-C



Usa este cable para cargar tu lector.

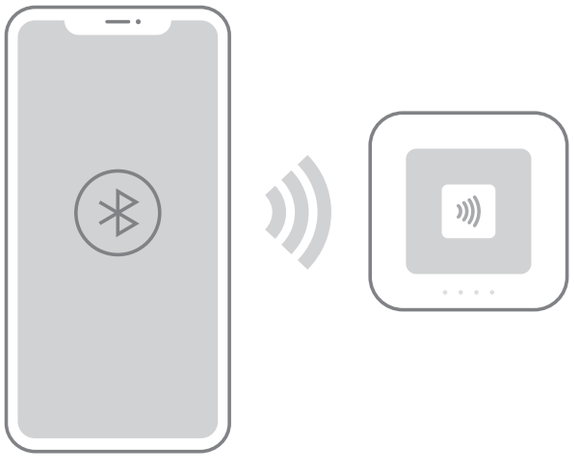
ES

PUESTA EN MARCHA



1. Descargar la aplicación

En tu teléfono o tableta, asegúrate de tener la última versión de la aplicación Square. Si eres nuevo en Square, descarga la aplicación Square desde App Store o Google Play. Luego, ábrela para crear una cuenta o iniciar sesión en una cuenta existente.



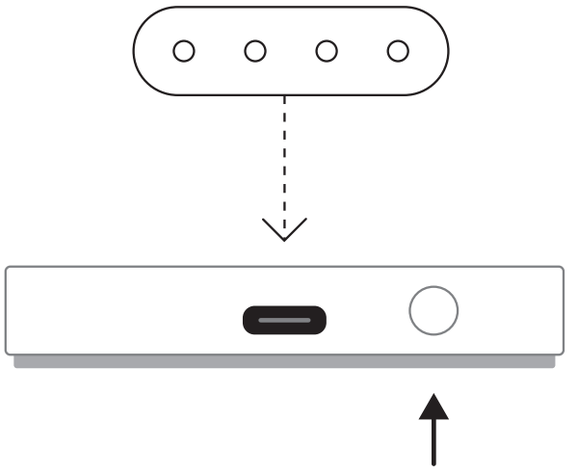
2. Configuración

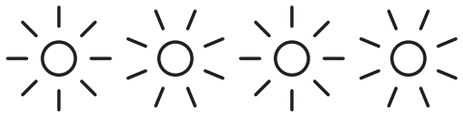
Asegúrate de que Bluetooth está activado en los ajustes del dispositivo. Abre la aplicación Square. Pulsa ☰ **> Ajustes > Hardware > Lectores de tarjetas Square**. Luego, pulsa **Conectar un lector**.

¿Necesitas ayuda?

Mira este video de configuración paso a paso en **square.com/go/configuracion**.

ES



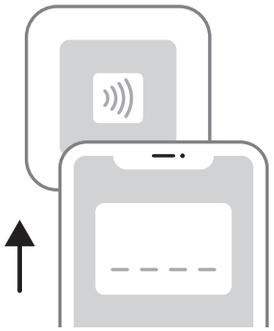


3. Emparejamiento

Toma tu lector. Pulsa el botón de encendido y mantenlo pulsado durante 3 segundos aproximadamente. Cuando aparezcan cuatro luces naranja parpadeantes, suelta el botón. En tu dispositivo, aparecerá una solicitud de emparejamiento de Bluetooth. Pulsa **Emparejar** y ya podrás comenzar a aceptar pagos.

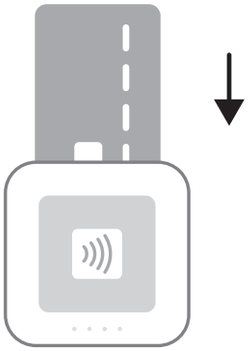
Sugerencia: Para ahorrar batería, es posible que el lector se suspenda después de algunas horas de inactividad. Para volver a encenderlo, simplemente pulsa el botón de encendido del lector una vez. Después de 20 segundos, verás cuatro luces verdes parpadeantes. Esto quiere decir que ya está conectado.

CÓMO ACEPTAR UN PAGO



Tarjeta acercada

En la aplicación Square, pulsa **Cobrar** y espera a que una sola luz verde aparezca en el lector. El cliente ya puede acercar un dispositivo sin contacto o una tarjeta al lector para iniciar el pago.



Tarjeta insertada

En la aplicación Square, pulsa **Cobrar** y espera a que una sola luz verde aparezca en el lector. El cliente ya puede insertar una tarjeta con chip. Déjala insertada hasta que veas cuatro luces verdes.

SUGERENCIAS

Revisa la batería

Pulsa el botón en el lector una vez para revisar el nivel de la batería.

4 luces verdes la batería está cargada al 100%.

3 luces verdes la batería está cargada al 75%.

2 luces verdes la batería está cargada al 50%.

1 luz roja sólida la batería está cargada al 25%.



1 luz roja parpadeante la batería es baja y debes cargar el lector inmediatamente.

Explora el software para PDV

Square cuenta con una variedad de soluciones de punto de venta que se adaptan a tu negocio, ya sea que tengas un restaurante, que vendas productos minoristas, que reserves citas o que, simplemente, necesites un PDV versátil para lo que sea que tengas que hacer. Compara las opciones de software de PDV en **squareup.com/us/es/pos**.

HELP AND SUPPORT

Read our FAQs, learn more about compatible accessories, and get troubleshooting support at **square.com/setup**.

HARDWARE PROTECTION

Your Square hardware comes with a limited one-year warranty.
To find warranty information, go to **square.com/warranty**.

FREE 30-DAY RETURNS

Square offers a 30-day, risk-free return policy for all purchases made from **square.com/shop**. Visit **square.com/returns** to process your return. After a return is complete, a refund will be credited back to you.

AYUDA Y ASISTENCIA

Lee nuestras preguntas frecuentes, obtén más información sobre los accesorios compatibles y obtén asistencia para la resolución de problemas en **square.com/setup**.

PROTECCIÓN DE HARDWARE

Tu hardware Square tiene una garantía limitada de un año. Para encontrar información sobre la garantía, ve a **squareup.com/us/es/legal/general/hardware**.

DEVOLUCIONES GRATIS DE 30 DÍAS

Square ofrece una política de devoluciones de 30 días sin riesgo para todas las compras realizadas en **squareup.com/us/es/hardware**. Visita **square.com/go/devoluciones** para procesar tu devolución. Una vez completada la devolución, se te abonará el reembolso.

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions:

1. This device may not cause harmful interference, and
2. this device must accept any interference received, including interference that may cause undesired operation.

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

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