

Payment Cloud

MagTek  
Magstripe Mini  
— **User Manual** —  
**& Setup Guide**





## Overview

With a compact design and abundant features, the MagTek Magstripe Swipe/Mini Card Reader is the ultimate credit card swipe reader. Compatible with virtually any POS system, this terminal operates efficiently without requiring an external power source, thanks to its mini USB-based power function. Equipped with features like a virtual keyboard, magnetic stripe card reader, and mini MICR check reader functionalities, peace of mind is ensured with every swipe. This swipe card reader supports secure transactions across different platforms. For easy card swiping, trust the MagTek Magstripe Swipe/Mini Card Reader for effortless operation.

Click here to [purchase the MagTek Magstripe Mini USB terminal](#) from our online shop.

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## Setup

### How to Install Swipe Reader

1. Connect your MagTek Mini to your host or PC via a cable connector and nine-pin serial com port. Those with a 25-pin adapter can plug their adapters into both the PC as well as the nine-pin connector on their MagTek Mini.
2. Open your encoder program (MagTek Encoder, Reader Demonstration Program, etc.), and navigate to DEMO PROGRAMS. These programs are available on the MagTek website.
3. Select ENCODER/READER DEMO.
4. Select the com port that your MagTek Mini is connected to. If the com port connection is successful, a green light will display.
5. Select BAUD RATE: 9600.
6. Select 8 DATA BITS, 1 STOP BIT, NO PARITY.
7. To test your device's functionality, try swiping a card through the card reader. If your MagTek Mini cannot read the card, an E will appear where the card track data normally would. If you do not receive numeric or alphanumeric track data on your display, check your communications.

### How To Load Paper Roll

The MagTek Swipe Mini does not have a built-in receipt printer. No thermal receipt paper rolls can be installed in this device.

### How To Turn On/Off

The MagTek Swipe Mini is powered exclusively by USB.

- Power On: Connect the Swipe Mini's USB cable to the host device.
- Power Off: Disconnect your USB cable.

### How To Set Up an Ethernet or WiFi Connection

The MagTek Mini is a USB-supported device that does not require the setup of either Ethernet or WiFi connectivity.

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## Accept Payments

The MagTek Mini Swipe is a bidirectional card reader that processes credit cards at the point of swipe via single/dual/three-track capability. It can handle up to a million passes with ISO-conforming cards. The Mini is powered by USB and can be supported either by vendor-defined HID mode or keyboard mode.

For enhanced processing, you may need to install card programming software via your Windows host device. To do this, download the configuration profile and program the MagTek card reader. The MagTek Mini is not compatible with Mac software.

Since the MagTek Mini is not a Bluetooth-compatible device, it does not support pairing mode. It accepts payments from Visa, American Express, Discover, and Mastercard.

### How To Process a Sale

1. The MagTek Mini Swipe accepts cards via swipe. Cards may be swiped in either direction through the card's magnetic stripe reader. The MagTek Mini card reader absorbs and processes raw data and can read AAMVA, CDL, and ISO-encoded cards. It requires no external charge aside from USB.
2. When your terminal's LED indicator flashes green, your card is ready to be processed.
3. To initiate payment, swipe the credit card in either direction through the Mini's MSR and await authorization that the payment has been successfully processed.

### How To Process a Refund

Merchants can only perform refunds on the MagTek Mini Swipe using an external POS portal. Refunds cannot be performed at the device level.

### How To Void Transaction

Merchants can only void transactions on the MagTek Mini Swipe using an external POS portal. Transactions cannot be voided at the device level.

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## Settings

### How To Change the Date and Time

The MagTek Mini does not come outfitted with built-in date and time settings.

### Using the MagTek Mini in HID Mode

Like other MagTek devices, the MagTek Mini can be used in keyboard emulation or HID mode. Keyboard mode, or KB mode, simulates the use of a keyboard while overseeing transactions, while HID (Human Interface Device) Version 1.1 establishes a path of communication between the host and the device. The Mini is compatible with Windows HID drivers and does not require an external driver device to operate in HID mode.

However, during setup, your host software may detect HID MODE, at which point you will be prompted to load the program for use. HID mode and keyboard mode cannot be used simultaneously.

### A Note on Configuration

The MagTek Mini Swipe has been designed for compatibility with Windows software. Configuration is achieved via MagTek's Reader Management System, or RMS, which streamlines the configuration process. Merchants will need to utilize MSR configuration while working with a Windows-based OS.

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## Troubleshooting & Tips

### What To Do if Your MagTek Mini Isn't Working

1. Unplug your device from USB. Let it sit for one minute, then plug back in.
2. If this fails, conduct a test sale by swiping a card through the MSR.
3. As a last resort, contact MagTek support, as it's possible that your device is damaged and may require a replacement.

### How To Mount Your MagTek Mini on a Surface

There are a number of ways to mount your MagTek Mini card readers:

- Using a pair of screws and a drill, attach the device to the surface by threading cable through the hole.
- Using a pair of screws to attach the device to a flat, stable surface and threading the cable along the top of said surface.
- Affixing your device to a flat, stable surface via durable dual lock fasteners before threading the cable on top of said surface.

Ensure that your MagTek mini is positioned on a level, horizontal surface that is easily accessible, with four inches of space on either side of the car to allow room for a swipe. LED displays should be aligned properly, i.e. cardholder-facing. If the merchant opts to use fastening tape, be sure that the reader has been cleaned with isopropyl alcohol or a similar cleaning agent.

*Note: Length of screws used in these aforementioned procedures will correspond to surface volume.*

### A Guide To Your LED Indicator

Your MagTek Mini's LED indicator will alert you to the status of your device. Here are some of the indicators you can expect to see:

- GREEN: Cables are functional, Com Port is selected.
- RED: Error reading or processing card.
- UNRESPONSIVE: Potential issue with either cable or com port.

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## Troubleshooting & Tips Cont.

### How To Reset Your MagTek Mini using Magtek's Demo App

*Note: To perform this reset, MagTek users must download the MSR demo app from MagTek.com.*

1. Begin by going to MagTek.com and selecting SOFTWARE PAGE.
2. Select DEMO PROGRAMS.
3. Select ENCODER/READER DEMO.
4. Select DOWNLOAD, then save.
5. Run the installation, then the SETUP.EXE.
6. Send configuration commands, and SAVE.

### How To Do a Factory Reset

*Note: Performing a factory reset will erase all data on the device, including transaction history and customized settings. Be sure to back up any important data before proceeding with a factory reset.*

1. To perform a factory reset on your MagTek Mini, you must have the MSR Demo Program installed. If you have already run the setup, select SEND COMMANDS.
2. On your host keyboard, type 01 03 95, then SEND MESSAGE.
3. Unplug your MagTek Mini.
4. When ready, plug your MagTek device back into your power source.
5. Type 01 04 63 on your host device, then SEND MESSAGE.
6. Unplug your device from power, then plug it back in one last time. Your MagTek Mini should then begin restoring itself to factory default settings.

### How To Reach Customer Service

If you have any customer service issues related to your [MagTek device](#), contact PAX support via email ([support@magtek.com](mailto:support@magtek.com)) or telephone (562-546-6800).

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