



# Documentation

Comprehensive documentation  
for Hula POS system.

## Installing and Configuring the Credit Card Authorization Server for Hula POS

## Introduction

The CCA (**Credit Card Authorization**) Server is an application that runs on the Hula Server which monitors, processes and manages credit card transactions. There are 3 processors that Hula currently interfaces with: **Mercury Payment Systems**, **Tsys Acquiring Solutions** and **Heartland Payment Systems**.

## Getting Started

If you have not done so yet, please visit <http://www.eAppCloud.com>, sign up for an account and download and install the Hula Server application before installing the CCA Server. For help installing the Hula Server, please refer to our *Server Installation Guide* available on the Hula Support website. In addition, to be able to process credit cards you must have a registered account with one of the processors listed above and have your configuration sheet/settings ready.

## Enabling the CCA Server

To load the CCA Server on your system, you must first purchase the application. Follow the steps below to purchase, enable credit card processing on your Hula POS system.

1. Log into your eAppCloud account. Once you are successfully logged in, select the **App Market** tab near the top of the page.



Figure 1-1: Accessing the App Market

2. Click on the product you would like to view from the navigation menu on the left side of the screen. In this case we will select **Credit Cards**.



Figure 2-2: Navigating to the Credit Cards Section

3. A page will appear showing the processors currently supported for use with Hula. Find your processor and select the **View More** button located on the right side of the window.

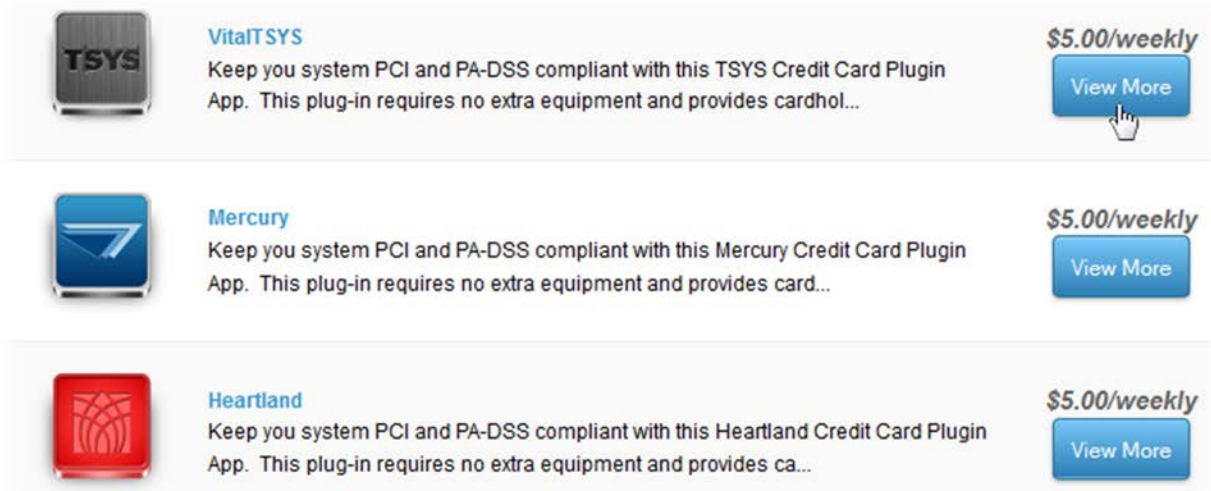


Figure 3-3: Choosing your Credit Card Processor

4. You will be taken to the main page for the product selected. Here you will find more information such as the general features, different editions and pricing. Once you are ready to download the application selected, click the **Buy Now** button.

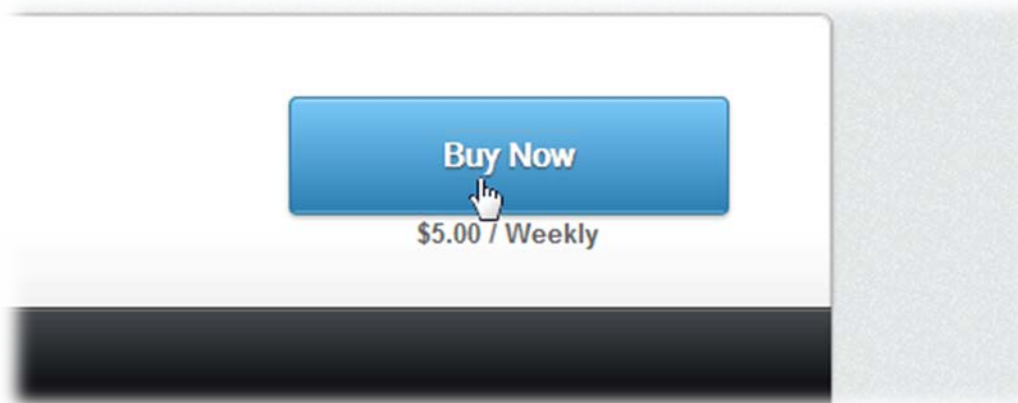


Figure 4-4: Buying the Credit Card Processing App

5. Select the appropriate location from the drop down menu that you would like to install the CCA server for. Once your location has been chosen, click the **Purchase Application** button.

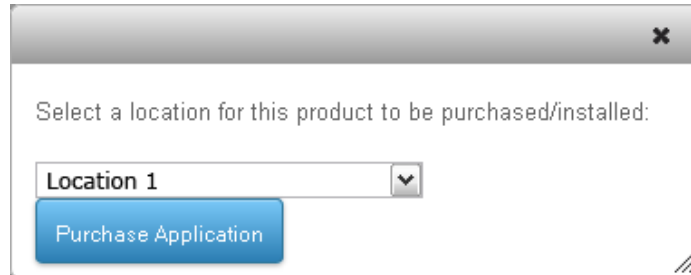


Figure 5-5: Choosing your Location

6. Enter your merchant information into the fields provided. Please be sure not to enter any additional spaces in any of the fields as the system will read this as an extra character and may not be able to process transactions. There are 3 different sections in this screen: **Credit Card Settings**, **Merchant Information** and **[Processor name] Configuration Settings**. After filling out each section please be sure to click the save button beneath it, wait for the system to save the information and then proceed to the next section.



Figure 6-6: Saving the Credit Card Configuration Settings

7. Once all of your information has been filled out and saved, restart your computer to activate and start the CCA Server. **Note:** If using an older version of Hula, it may be necessary to restart twice before the CCA Server will load.

## Accessing the CCA Server

Follow the instructions below to access the CCA Server program once it has been loaded onto your Hula Server.

1. After logging in to your Windows user account, the Hula Server program will load first automatically followed by the CCA Server. The icon for the CCA Server will appear in the Windows notification area, located near the system clock.



Figure 2-1: The Credit Card Authorization (CCA) Icon

2. Double click the blue CCA icon to bring up the **HulaPOS Credit Card Processing Server** window. Here you can view the status of the server, view the latest transactions and perform other miscellaneous functions.

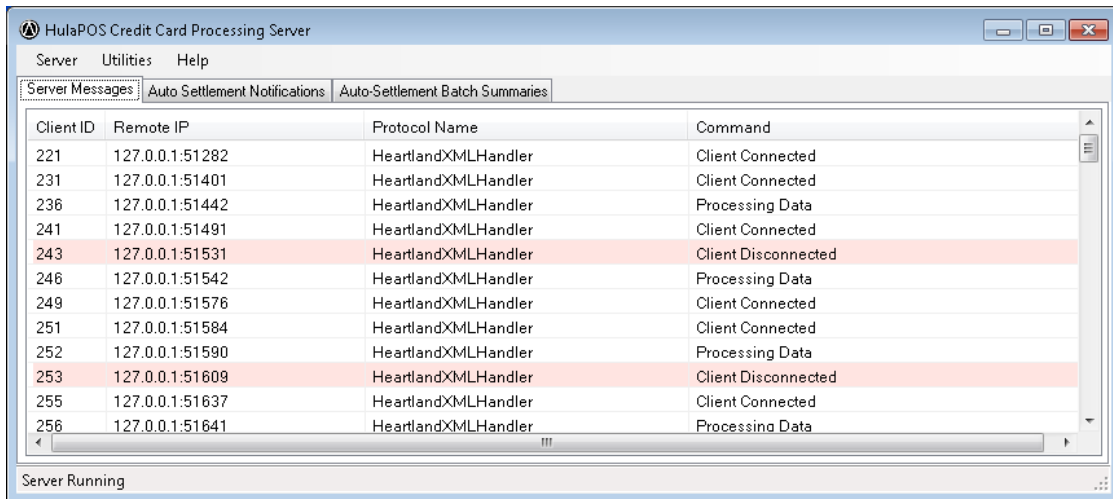


Figure 2-2: The HulaPOS Credit Card Processing Server Window

## Loading the CCA Server

If you must start the CCA Server program manually, follow the step by step instructions outlined below.

1. Click on your Windows start menu and navigate to the **HulaPOS** folder, located under Program Files/All Programs, depending on your Operating System.

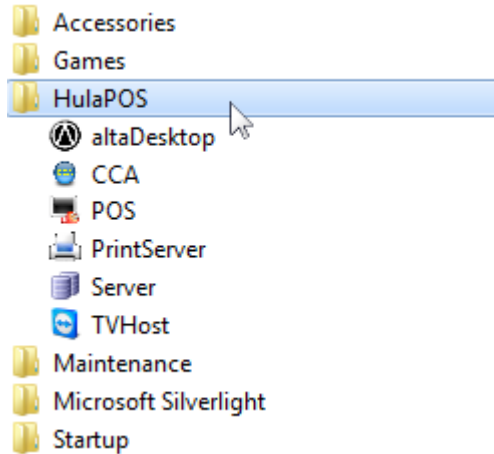


Figure 3-1: The HulaPOS Folder in the Windows Start Menu

2. Click the blue CCA icon to load the HulaPOS Credit Card Processing Server.

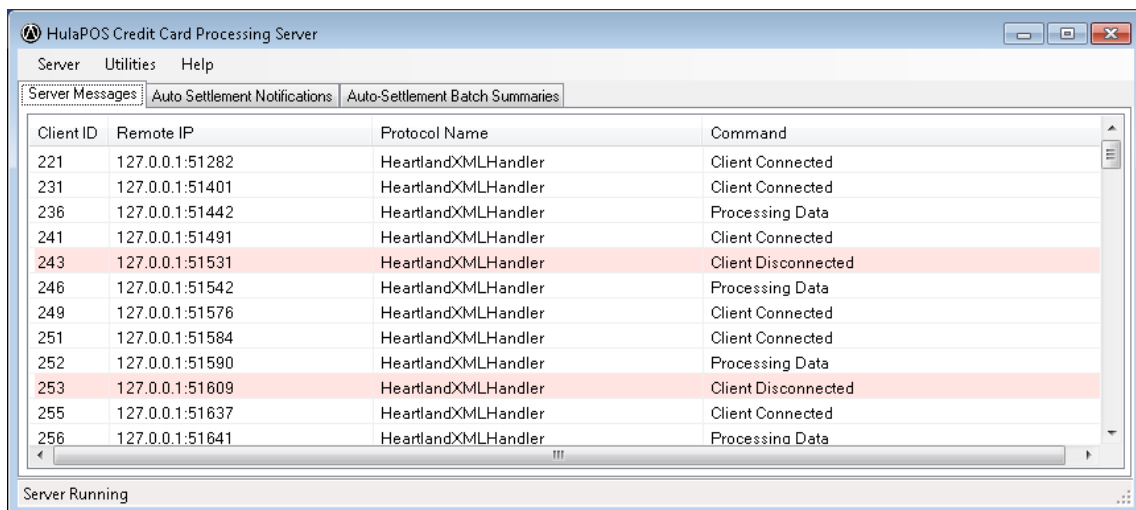


Figure 3-2: The HulaPOS Credit Card Processing Server Window

## Exiting the CCA Server

If you must exit the CCA Server program, follow the step by step instructions outlined below.

1. Find the blue CCA icon in the Windows notification area. With the mouse pointer on the icon, right click on your mouse. Select the **Exit** option in the menu that appears.



Figure 4-1: The Windows Notification Area

2. A confirmation window will appear, click **Yes** to exit the program. If you need help reloading the CCA Server program, please follow the instructions on the previous page.

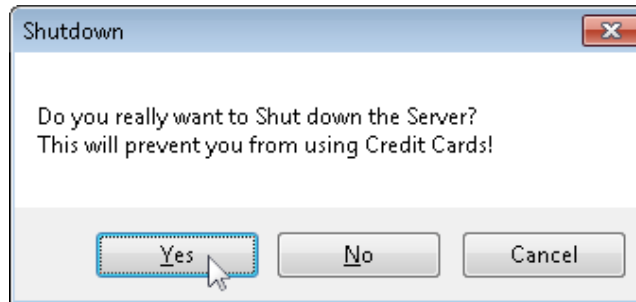


Figure 4-2: Confirmation Window for Exiting the CCA Server