

# MINDBODY + Poynt

## Startup Guide

Thanks for choosing the Poynt Smart Terminal,  
loaded with your MINDBODY business app.

You're on your way to making every retail transaction  
seamless for your staff and customers. Before you begin  
using your device, please follow these simple setup steps.

## STEP 01

### Check contents.

01. Poynt Smart Terminal

02. Charging dock

03. Power cord

04. Three receipt rolls

(1 pre-loaded in the terminal, plus 2 additional rolls wrapped in black paper—remove the wrapper before replacing receipt paper)



## STEP 02

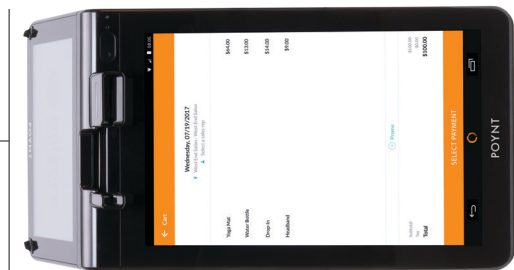
### Set up docking station.

Connect the power cord to the docking station and place the Poynt Smart Terminal on the charging dock so the charging pins connect. You'll see the LED light on the front of the terminal turn on. Allow the device to fully charge before initial use (approximately 1 hour).





Customer Facing



Staff Facing

### STEP 03

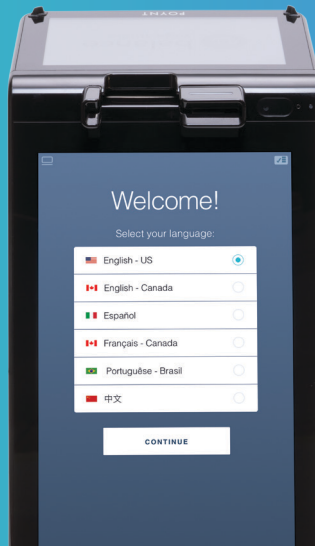
Place your device.

After charging, place the Poynt Smart Terminal wherever you normally accept payments, with the smaller screen facing your customers and the bigger screen facing your staff.

## STEP 04

### Power on and select language.

Locate the power button on the back side of the large screen.  
Hold it down for 3 seconds to power on. You'll initially see a language selection screen. Select English and click **CONTINUE**.





## STEP 05

### Connect to the Internet.

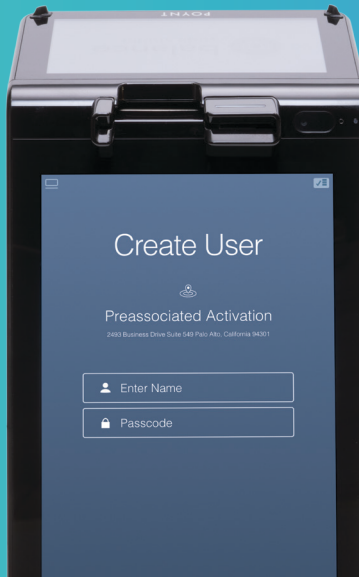
You'll be prompted to connect to your Wi-Fi network when you turn on your device for the first time. Or, simply plug your Ethernet cord into the back of the dock.

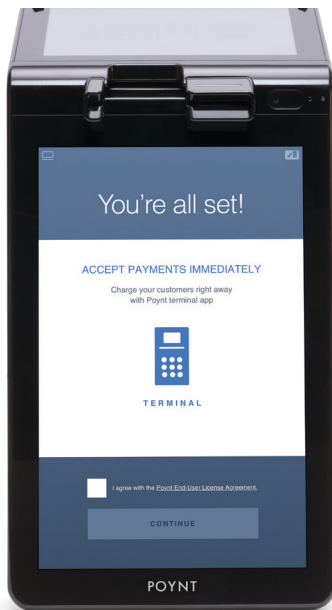
If required, the device will begin to update, which can take a few minutes. Allow the device to download, install and reboot.

## STEP 06

# Create your username and passcode.

You'll then be prompted to create a new user. Your username can be anything. Your passcode must be all numeric and can be up to 6 digits. When you're finished, select "Done."





## STEP 07

### Accept terms of use.

After creating your username and password, you'll be asked to agree to the end-user license agreement. After you've agreed, select "CONTINUE" to be taken to the home screen.

## STEP 08

Open the MINDBODY business app.

On the home screen, click the MINDBODY business app icon and sign in with your MINDBODY login.



You're ready to start using your device.

For further instructions or troubleshooting,  
please visit our support site at  
[support.mindbodyonline.com](https://support.mindbodyonline.com)

