



How to Activate Your Merchant TPNs in DeNovo

Step 1: Logging to STEAM and access your merchant's TPN you wish to activate with DeNovo services.

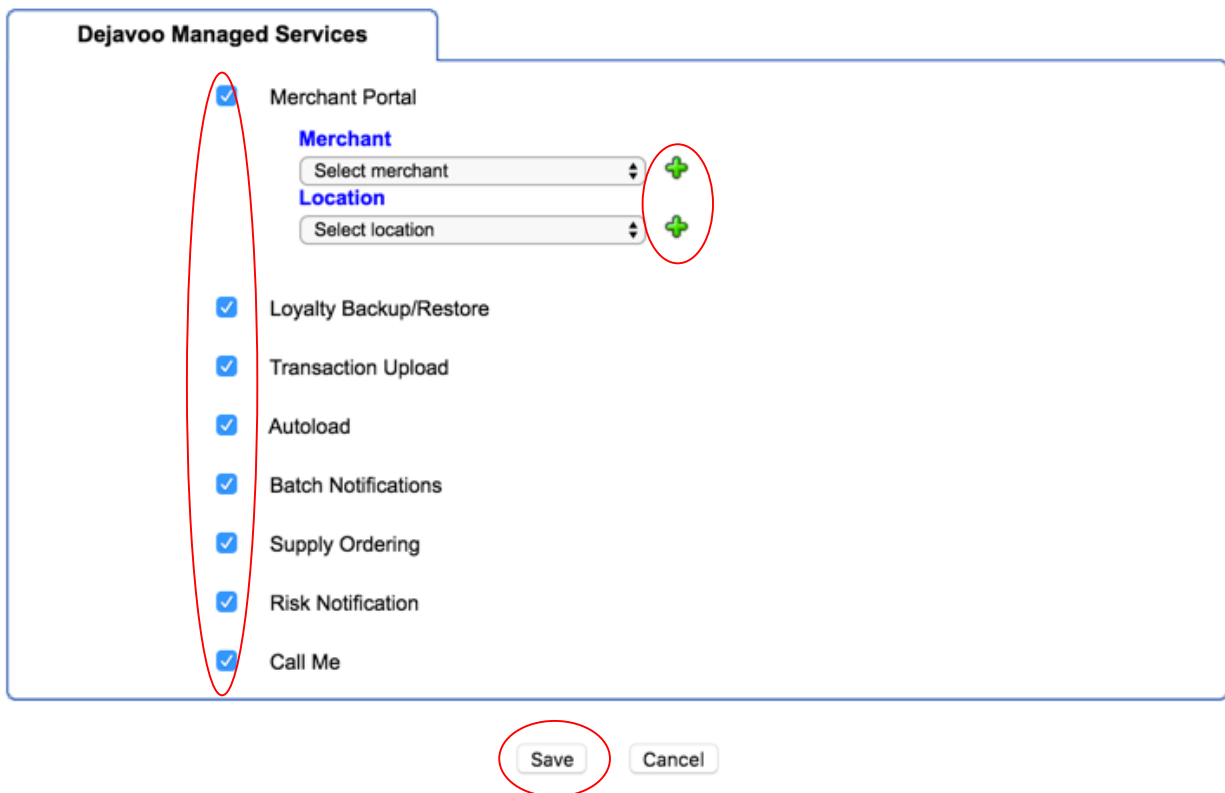
Step 2: Click on the Managed Services Icon  found to the right of the TPN Number.

Step 3: Using the check boxes provided, place a check next to each and any service you are activating for the customer.



Step 4: Click on the plus  next to the Merchant Box, and add your merchant's information.

Step 5: Click on the plus  next to the Location Box, and add your merchant's location information.

Step 6: After all desired selections have been made, click on SAVE. The system will populate the TPN again. Your merchant's TPN has been updated. You can run a partial download to pick up the DeNovo activation **or** if your merchant is set up for monthly autoloads, your merchants terminal will pick up the changes at its designated autoload day/time.



Dejavoo Managed Services

- Merchant Portal
 - Merchant**
Select merchant 
 - Location**
Select location 
- Loyalty Backup/Restore
- Transaction Upload
- Autoload
- Batch Notifications
- Supply Ordering
- Risk Notification
- Call Me

For further questions, please contact your Dejavoo Account Representative.