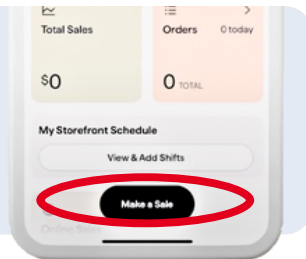This guide will provide step-by-step instructions for scouts and parents to successfully take a payment on the Trail's End app on their mobile device with Tap to Pay.

Note: Tap to Pay is only available in the Trail's End app on an Android phone when a reader is not paired with the device.
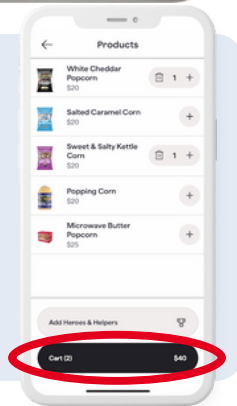
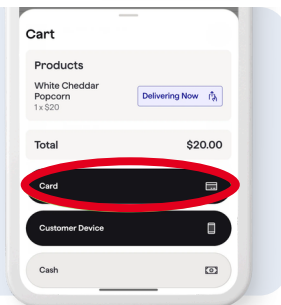### Step 1

Tap **'Make a Sale'** from the app dashboard

Step 2

Add products to the cart.

Tap **'Cart'** to complete checkout.

Step 3

Tap **'Card'** to take payment with Tap to Pay.

Step 4

Have the customer hold their payment method on the back of the Android phone near the center.

TIPS

Best Practices for using Tap to Pay on an Android Phone

- If your phone case has a holder for physical cards, remove them from your phone case to prevent accidentally charging your own card while Tap to Pay is enabled.
- Never hand your phone over to the customer. Have the customer hold their card or NFC device. If needed, have them hand you their card or NFC device for you to tap on your phone.
- Watch for the Approved message on the screen to confirm that payment has been accepted.

Troubleshooting Tips for Tap to Pay on an Android Phone

- If a reader is paired to the Android phone, Tap to Pay will not be available. Disconnect the reader to use Tap to Pay.
- If you see a "Reader unavailable, Disable 'Developer options' in your device settings and restart this app to use this reader":
  a. Go to your device Settings > System > Developer options/mode. You can also search "Developer options" or "Developer mode."
  b. Turn OFF Developer options or Developer mode.
  c. Force quit the Trail's End app.
  d. Restart your Android device.
- If you have a Galaxy Fold device, make sure the device not folded open as Tap to Pay is not available when in that mode.
- Check that your phone is compatible using this list from Square, available at https://squareup.com/us/en/compatibility?platform=Android

Setting up Tap to Pay in the Trail's End App on an Android Phone

1. Go to Settings in the app by tapping the gear icon in the upper right corner.
2. Tap on Square Settings
3. Accept the permissions to enable Square to accept payments:
   a. Bluetooth
   b. Location
   c. Microphone
4. Tap to Pay will show as Ready when it is connected.