VersaCheck® Presto

Quick Start Guide

STEP 1 — INSTALL VersaCheck®

IF YOU ARE A CURRENT VERSACHECK USER, PLEASE SKIP STEP 1. THERE IS NO NEED TO INSTALL THIS SOFTWARE. SIMPLY ENTER YOUR VALIDATION CODE(S). (see STEP 2 to find and enter your Validation Codes)

INSTALL from a VersaCheck® Presto CD:

1. Insert VersaCheck® Presto CD into your CD/DVD drive
2. If AutoRun does not begin, double click the **Setup.exe** file from the VersaCheck® Presto installation folder.

Windows Vista & newer users - right-click **Setup.exe** and select '**Run as administrator**'.

If your product did NOT include a VersaCheck® Presto CD please follow the instructions below to download the software.

INSTALL from a VersaCheck® Presto DOWNLOAD:

1. Go to this website: **www.versacheck.com/presto**
2. Use the following promo code: **VCPR**
3. Follow the checkout process (this download is free)
4. Download and install the software

STEP 2 — VALIDATION

When prompted by VersaCheck, enter a **Validation Code** to increase print credit values and enable printing of valid checks.

Validation Codes are FREE and can be found on **Validation Certificates or online** with purchases of VersaCheck, Instant Checks, VersaInk and VersaToner products.

You can also purchase them separately at VersaCheck.com.

To view and enter Validation codes, go to the top menu and click **Tools \ Manage Product Licenses \ Product License Manager.**

STEP 3 — Account & Check SETUP

1. Launch VersaCheck® by clicking on the desktop icon.
2. Get an existing pre-printed blank check from your bank that contains your bank information and MICR line, these can be found at the bottom of the check.

   MICR line ⟹

3. **Set up a financial account and checkbook.** You must first set up an account in VersaCheck® before you can write and print checks.

Account Setup:
For first time users, follow the 3-step **New Account** wizard. Complete all entries and click on '**Finish**'.
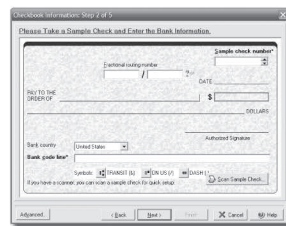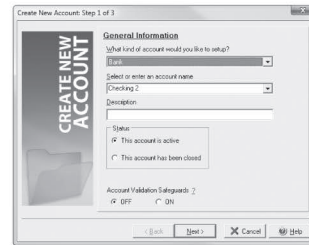
Checkbook Setup:
Follow the 5-step **Checkbook Information** wizard. You will name the account, and enter MICR line and bank information. Click on the '**Help**' button for detailed instructions.

Financial Account Validation
Create ultra-secure checks to safeguard your check recipients and your accounts! Account Validation is simple and SAFE. Simply follow the automated instructions to Validate your account during account setup.

PAY from VersaCheck®

1. Click on the '**Pay**' button from the main tool bar.
2. Select your account from the drop-down account list in the upper left-hand corner.
3. Simply fill out the fields of the on-screen check and then click the '**Record**' button and your check will be placed in the register.

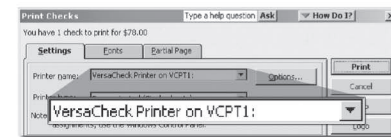To print checks, click on the '**Print/Send/Receive**' button.
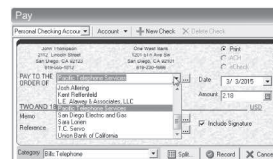
Note: To print BLANK CHECKS click the '**Print/Send/Receive**' button and then click the **Blank** tab.

PAY from QuickBooks® & Other Financial Software

Note: The example below demonstrates printing a check from QuickBooks®. Quicken®, Sage & other software will follow the same process.

1. Create a check in your financial software. Click '**Print**' when the check is completed.
2. In the **Printer Name** window, select **VersaCheck Printer** and ensure that your applicable check style is selected. Click '**Print**'. This will open a **VersaCheck®** window.
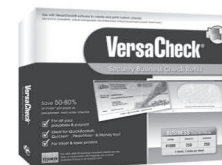3. Confirm print options, click **Printer Setup** and select the physical printer that will be used to print the check (different than **Step 2**).
   Click '**Print**'.

VersaCheck® SUPPLIES & SUPPORT

CHECK PAPER: ⟹
VersaCheck® Security Check Refills meet Check Payment Systems Association (CPSA) and American National Standards Institute (ANSI) X9 check processing specifications.

MAGNETIC INK & TONER:
Magnetic Ink Character Recognition (MICR) VersaInk™ and VersaToner™ meet ANSI X9 Check Processing specifications.

CHECK PRINTERS: ⟹
Loaded with bank compliant VersaInk™/VersaToner™

Shop Online and Support
VersaCheck.com