September 12, 2012

POSitouch New Features and Enhancements - 2012

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Positouch New Backoffice

New design look

Key Features

The Backoffice area has been redesigned from the ground up and contains several key features.

- Updated User Interface
- Organzied into seven (7) main groups for ease of access
- Flyover help on options
- Ability to SEARCH for options in the Backoffice. Key word searching enabled.
- Display of all options containing searched for key words
  - Clicking any displayed option takes the user directly to the option
- Page History allows users to quickly return to a previously visited page.
- Unified appearance across all screens.
- Linking of dependent options
- Options located in multiple locations
  - i.e. Terminal based payment options are located in BOTH, Terminal Setup and Payment Setup for ease in finding the desired option(s).
  - Changing an option in one location, changes the option in other locations.

*** *See POSitouch Backoffice Setup.docx for more detail*

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POSIRpt.net
Introduction

POSiRPT .NET is an expanded suite of reports for the POSitouch system. The reports include sales, efficiency, auditing and labor reports. POSirpt .NET brings together reports from various modules in POSitouch into a single, central location, with improved functionality for emailing .PDF formats of the files and saving reports to various formatting.

Additionally, users may create "My Reports" with preconfigured options for ease in producing daily, weekly or monthly reporting. Users can produce standard reports with a ==*SINGLE MOUSE CLICK*==!

The main sections of POSiRPT .NET include the following reports:

Sales Reports
The following reports show various sales information including discounts and coupons.
- *Enter Deposits* **– This allows users to enter deposits for any given day.**
- *Reconciliation Report* **– Allows users to review the expected deposit versus the actual deposit**
  along with various sales information.
- *Daily Sales Report* **– A summary report of the daily sales information, deposits and discounts.**
  Other important daily information is included.
- *Weekly Sales Report* **– An weekly view of the Daily Sales Report.**
- *Sales Statistics Report* **– A sales breakdown and customer count by Cost Centers.**
- *Category Sales Report* **– A sales breakdown of sales by sales categories.**
- *Item Sales Report* **– A listing of item by item sales for a period. Review**

- **the number of individual**
  entrees, beverages, ect sold for the period.
- *Hourly Sales Report* **– Reports the sales broken down by the hour or half hour.**
- *Discount/ Coupon Report* **– reflect the various discounts and coupons used during a period,**
  including who applied the discount or coupon to a check and the server.

Efficiency
These reports allow users to review their operation's service times.
- *Server Productivity Report* **– Review server's sales including items sold, total dollars sold, and**
  other custom criteria used to evaluate performance.
- *Service Time Report* **– a report to evaluate the ideal service times versusu actual service times.**
- *Table Turn Report* **– View how often a table is turned in a given period.**
- *VDU Bump Report* **– To assess actual bump times against an ideal.**

Audit
Various reports to aid in managing the operation
- *User List Report* **– A summary of users have access to the POS system.**
- *Menu Item List Report* **– A list of menu items in the POSitouch system.**
- *Manager Activity Report* **– Lists all manager functions (deletes, discounts, transfers, paidouts,**
  etc.) performed in a given period.
- *Account Report* **– Lists all house charges for a given period.**

*** *See Posirpt.docx for more detail*

POSixml

POSixml is a utility that can be called to generate XML files for Sales and Labor results data from POSitouch.   The sales data is obtained from the daily check files and the labor data is obtained from the Time and Attendance database.

The utility is called with the following syntax:

Posixml StartDate EndDate ConfigFile

StartDate and EndDate can be either
- dates in the form of mm/dd/yy or
- relative numbers of days prior to the current calendar date (not business date).

ConfigFile is a reference to an XML file containing configuration parameters

Examples:

- Posixml 10/05/11 10/05/11 nightly.xml
- Posixml 01/02/12 01/02/12 laboradj.xml *
  - * Labor adjustment files of both types only support processing of one day at a time. POSixml will process the date specified in the starting data field on the command line.
- Posixml 10/05/11 10/11/11 weekly.xml
- Posixml 1 1 nightly.xml   **This would be a run for yesterday**
- Posixml 7 1 weekly.xml   **A week ago through a day ago**

* SPECIAL NOTICE

Labor adjustment files of both types only support processing of one day at a time.   POSixml will process the date specified in the starting data field on the command line.For example, the command line "Posixml 01/02/12 01/15/12 laboradj.xml", POSiXML will generate the adjustment file for a single date, 01/02/12. The file will contain the adjustments PERFORMED on 01/02/12 for previous days. The second date in the example, "01/15/12" is ignored.

*** *See Posixml.docx for more detail*

POSeReserve
POSeReserve Basic Features

- Website widgets for online reservations from guests
- Record and Print dining room reservations
  - Historical reports for reservations
- Toggle between multiple locations for review of reservations
- Email reservation confirmations
- Email customized reservation contracts to guests (large parties)
- Email notification to managers of special guests' reservations
- Daily reservation reminders to guests and confirmation requests

POSeReserve Premium Features

- All features included in POSeReserve Basic *plus* :
- Ability to enter online reservations
- Widgets for websites for online reservations by guests
- Ability to create multiple floor plans, for instance
  - 4 section floor plan template
  - 5 section floor plan template
  - 6 section floor plan template
  - Unlimited number of templates
- Ability to assign servers to sections and tables
  - easily change a server's tables by simple two touch process
    - Easily change a whole section or a single table
- Recording and visual feedback of all servers'
  - Number of total tables seated
  - Number of total guests seated
  - Aids host staff in determining the where to seat the next guests
- Ability to suggest where to seat large parties, automatically combining multiple tables in the dining room to accommodate large parties
- Ability to open a table when seated from the reservation/wait list by the host
- Table's visual status updated when seated, entrees served, check printed/paid
  - ability to manually change the table's status from the Table Status button at terminals
- Ability to seat and track walk in guests
- Ability to move/combine tables visually on the screen - on the fly.
- Current functionality does not support SERVERS accessing their tables via the POSeReserve screen as POSitouch's Table Status does.
- Additional modules include Party Function sheets
- Hold, Block or Lock a table.
  - Hold a table for a specific party/reservation
  - Locking a table requires a manager to "unlock" a table for future seating.
  - Block a table from being seated (not locked)
- Visually determine reservations that have been confirmed
- Custom reports including
  - Dining Experience reviews - averages
  - Dining frequency of guests
  - Totals for dates; Total reservations taken by user
- Online Journal for notes, upcoming events and business trends

QM Enhancements

- **Quick Menu now allows the user to specify specific item numbers when creating new Item Records**
- **Quick Menu now supports Advanced Edit Controls**
- **Quick Menu now offers a "test" mode as part of the Export process, which allows local testing of Menu Updates before any update files are actually deployed to live stores**
- **Quick Menu now allows exports to be managed by "Concept" so that a single QM database can be used to manage multiple types of stores.**
- **Quick Menu Enterprise (Coming Soon) will allow:**
    - **Unlimited number of cells on each Menu Screen at the Corporate level**
    - **Custom layouts of each screen on a Store / Concept basis (with only one actual Menu Screen to manage in the Corporate database)**
    - **The ability to manage Prices, Taxes, and Prep Categories on a store / concept basis via a special "Enterprise Grid"**
    - **The ability to manage Prices for Set Modifiers right from within the Enterprise Grid View**

Out of Stock Enhancements
PLU Lookup and Out of Stock

Out of Stock now works with PLU Lookup.

OOS and quantity buttons

Currently Out of Stock works if the item has been rung up with a quantity button, so if you ring 6 shrimp and there are 4 shrimp left, you get the error but if you ring 3 shrimp, using quantity buttons, you get your order. We have extended Out of Stock to items rung up with cell type 2 banquet multipliers. So if instead of using quantity buttons, the Shrimp main item has a modifier of a single must select of a cell type 2 multiplier and puts in 6, this 6 gets factored in just as a quantity button is. So, no matter how you do your quantity, onscreen quantity button or popup multiplier, we handle the quantity properly for Out of Stock.

Show Server name as First L at log in

Setup>Restaurant Miscellaneous Data>Login 2: "Show Server name as First L?"

```
Restaurant Misc Data: Login Screen 2                                    [X]
  ☐ Fast Food stay in System jumps to first menu?
  ☐ Enter check number in Station?
  ☐ Name/Name required on all orders?
  ☐ Show restaurant name on login screen?
  ☐ No Advance Orders on Reopen Screen?
  ☑ Show Server name as First L?
  Misc table default # party:              [1   ]
  Fast order default # party:              [1   ]
  Minimum number in party:                 [1   ]
  Maximum number in party:                 [  99]
  Name for Misc Table Function:       [START TAB  ]
  Name for Fast Order Function:       [FAST CASH  ]
  Station number prompt:              [CHECK#     ]
  Table number prompt:                [           ]
  Manager Screen label:          [              ]
  Cashout label:                 [READINGS       ]
  Age of consent:  [21]  [0 ]
  Login Display Messages:        [                        ]
                                 [                        ]


      [    Ok    ]                          [   Exit   ]
```

Mode starts Bump to VDU

Setup>Hardware>Kitchen Videos>Edit: "Mode starts bump to VDU?": This is a new flag that works with the "Bump to VDU" flag. Bump to vdu is one feature, and mode starts bump to vdu is another feature. They share one setup so you can have one or the other.

This is for a store that wants to be able to send an order from one vdu that is overworked to another location that can handle the order. To do this you press mode on the bump bar and words appear on the screen "move mode". You then bump an order and it moves to the "bump to vdu" indicated in set up.

If you really wanted to use the Mode button, you have to press mode twice. First enters is move mode, second does mode.
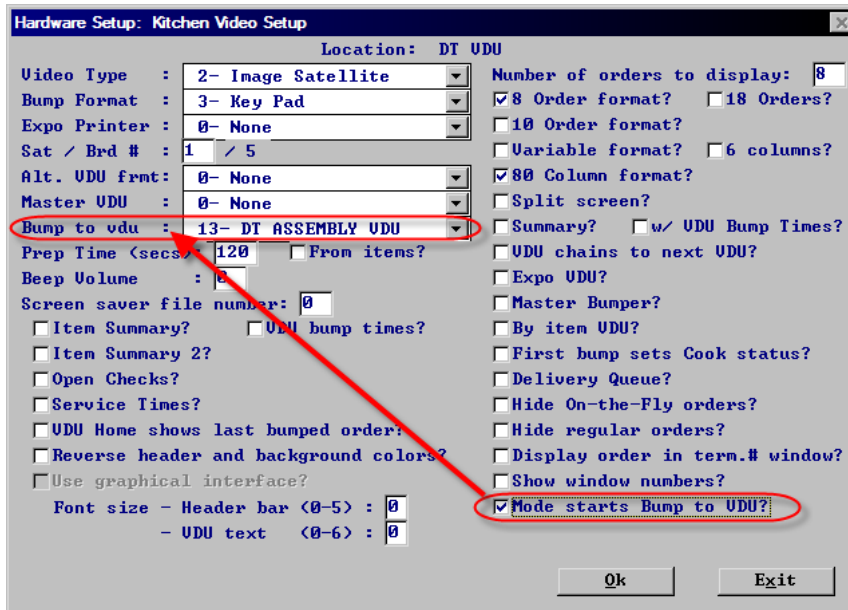
New Manager Activity records for all types of manager swipes

People want to know when a manager uses their card to override something in POSi. We recorded some of these as manager transactions. We have now added additional manager transactions for all such cases.
Some examples:
- o Order screen – enables manager items, changes which discount order screen cells appear, what else?
- o Cc auth – changes whether various buttons like repeat, reprint, etc. appear and whether manual entry is allowed.
- o Payment screen – enables discounts, payment types,
- o Discount screen – changes what appears.
- o Time clock – manager overrides.

New User Privilege Codes

No unsettled checks

Setup>User Privilege Codes>Assign Privileges: No unsettled checks. On the reopen and take payment screens we now have a button that cycles the view into 3 modes, "REGULAR CHECKS", "UNSETTLED CHECKS", and "ALL CHECKS". This feature is enabled by a global setting.

This user privilege cancels the global setting for this user type and they only get **All Checks.**

So for example, servers would have this new user privilege and always be able to see their half dozen checks regardless of state. Bartenders, who may leave dozens of checks open till the end of the night in the unsettled status, would need to be able to cycle between the 3 modes.

No Cashout

Setup>User Privilege Codes>Assign Privileges New user priv "No Cashout" This user privilege simply skips these people from being included in the list of people who show up on the cashout screen's list of people.
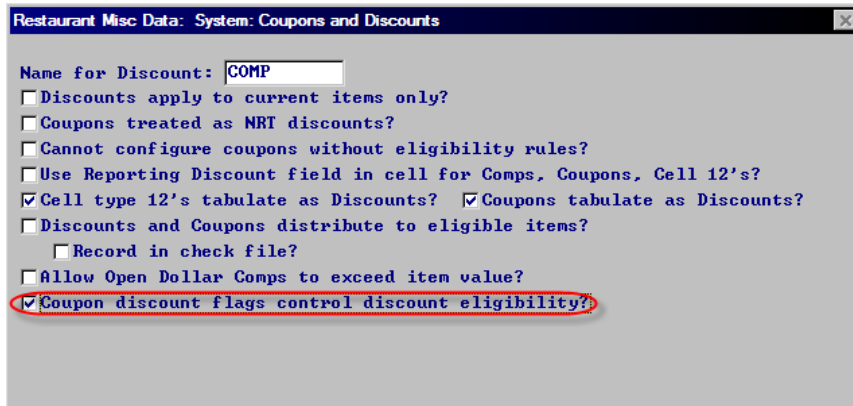

Manager override for Credit Card Reuse

Setup>User Privilege Codes>Assign Privileges: "Manager Credit Card Reuse" This is a user privilege that will allow an override of the flag, "Prevent Reuse of Credit Cards". After the manager swipes their card on CC auth screen the card in question will be accepted if swiped after that. The "card acceptance" rule will be reset after that.

Coupon, Discount and Comp Enhancements

Coupon discount flags control discount eligibility?

> Setup>Restaurant Miscellaneous Data>System 1>Coupon and Discounts: Coupon discounts flags control discount eligibility. With this flag on you can you the discount flags in the coupon cell to control the eligibility of the coupon.

Allow Open Dollar comps to exceed Item Value

> Setup>Restaurant Miscellaneous Data>System 1->Coupon and Discounts: "Allow Open Dollar Comps to exceed item value?"Comps are about highlighting an item and touching the comp and bringing the item to $0.00. These were not working correctly so we fixed them. There were some users that were using these comps that worked incorrectly to comp a certain amount off of a check and when we fixed them to work properly they were not happy with the way they were now functioning. So this flag gives them their old functionality back.

Use Reporting Discount field in cell for Comp, Coupons, and Cell Type 12's.

Setup>Restaurant Miscellaneous Data>System 1>Coupon and Discounts:"Use Reporting Discount field in cell for Comps, Coupon, Cell 12's?" This flag will let you set in the cells which discount this Comp, Coupon or Cell type 12. Will report to and not use the eligibility flag.
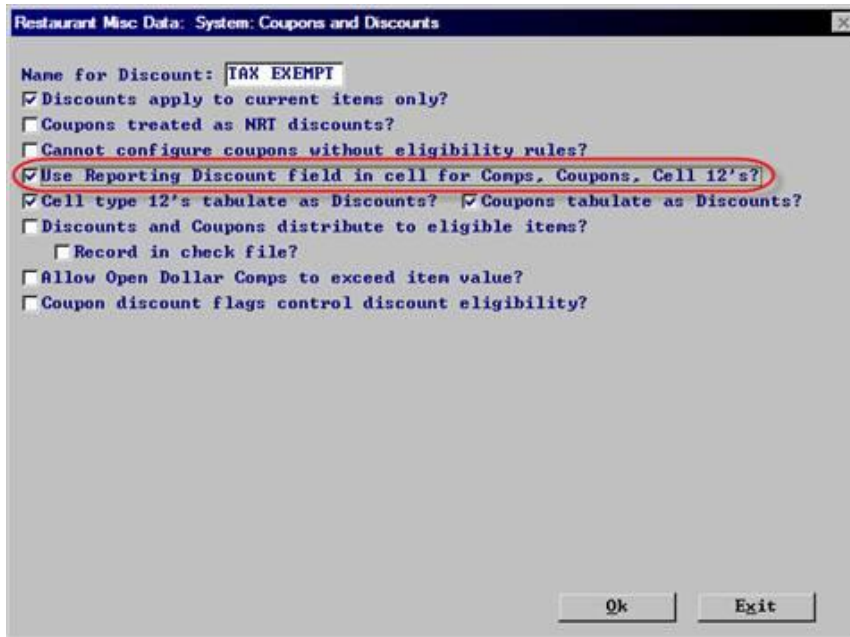
By turning on the above flag you now get this field in the comp, coupon and cell type 12 cells. So you can point to a different discount if needed for discount eligibility and still report to whatever discount category you want.

Eligible amount in Price 3 for Cell type 12 discounts
> Menu Screens>Edit an Order Screen>Cell: "Elig Amt. in Price 3? This is a new flag for cell type 12's to be able to set the eligible amount.

No masking numeric Memos if shorter than designated length
> Setup>Restaurant Miscellaneous Data>System 1: "No masking numeric memos shorter than:"
> With this flag on we allow skipping the masking of memos that look like credit cards with number of digits less than X. We limit the entered number to be 13 or less. If X=0 this means we mask all numbers that look like credit cards regardless of number of digits.

Gift Card Button for CC Remote

Setup->Credit Cards->Merchant Date->More 2: "Gift Card Button for CC Remote?" This is a new feature to support Tender Retail Pin Pad functionality for redeeming gift cards through CC remote interface. (Canada)

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Conversational Ordering via Mixed Mod Groups

Conversational Ordering allows the customer to tell the cashier their food order randomly, allowing the cashier to enter the customer's order exactly as it was placed, rather than the cashier prompting or interrupting the customers as often, allowing for this simplifies and expedites the ordering process. Any must selects not fulfilled in ordering process will need to be addressed by cashier via the customer before moving on to next item and will be prompted for at that time.

Global Setting

Setup>Restaurant Miscellaneous Data>System 3: "Allow Mixed Mod. Groups" This is a Global setting which will then enable a cell based flag for conversational ordering.

Mixed Mod Groups in cells

Menu Screens>Edit an Order Screen>Item Cell> "Mixed Mod Groups?" This is a flag that needs to be turned on in each main item cell that you wish to use conversational ordering with.

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It is important to use sort options by prep sequence when using mixed modifier Groups. You can still have main items show on prep as ordered but you would want the options to go to the prep in their proper sequence.

Quick update (5.37 6.37)

Setup>Restaurant Miscellaneous Data>System 3: "No Quick Update?" We can now update certain front of the house areas without bringing the front of the house down. The flag below will turn off quick update leaving you with the regular immediate system change.

With this new flag on we leave the immediate system change how it has always been…

With the new flag off you get in addition to the immediate system change, a Quick update, that updates changes to Menu, prices, employees and users. It does not bring the front of the house down, but does flash the immediate sytem change message and brings all users back to the front screen.

Immediate Order Entry Changes

Quick Changes to Menu,
Prices, Employees, Users

Quick Update

Changes to All Settings

Immediate System Change

E**x**it
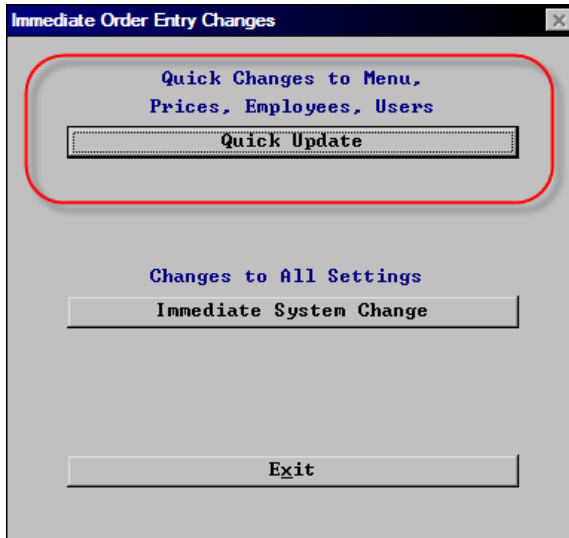
No Split Payment function

Setup>Payment>Options 1>More Flags**:**"No Payment Split Function?" This flag eliminates the SPLIT button from both payment and CC Auth screens.

Payment System Setup: Payment System Options 1

☐ Team Check Server change to Cashier?
Team Flash Category: 0 — None
Team Flash Item Number: 0

☑ No Payment Split Function?
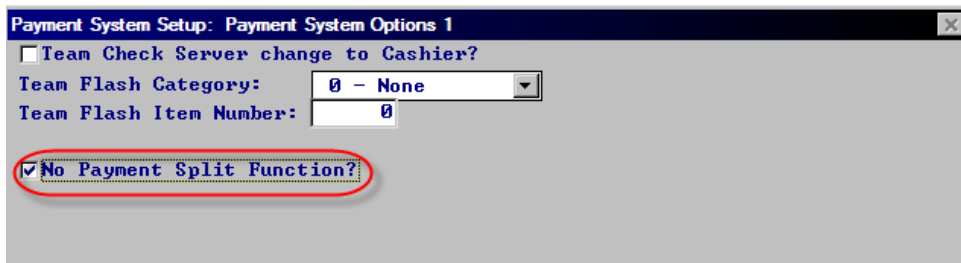
Barcode Scanning

Confirm failed Scan

Setup>Restaurant Miscellaneous Data>System 1:"Confirm failed scans?" With this flag on if a scan fails we now pop up a box that says "Barcode xxxxxxxxxxx not found" in addition to the flash across the top. The pop up requires touching "OK" for it to go away but will allow additional valid scans while the pop up there. The purpose of this is so that if a person is scanning multiple items and doesn't realize there was a failed one when they see the pop up, they will then need to stop and see what failed. We do not block the valid say 2 or 3 scans that happened after the failed one, we let those go through so one will just need to look back and see which one failed.

Time and Attendance

T&A Current and previous weeks adjustments from touch screen.
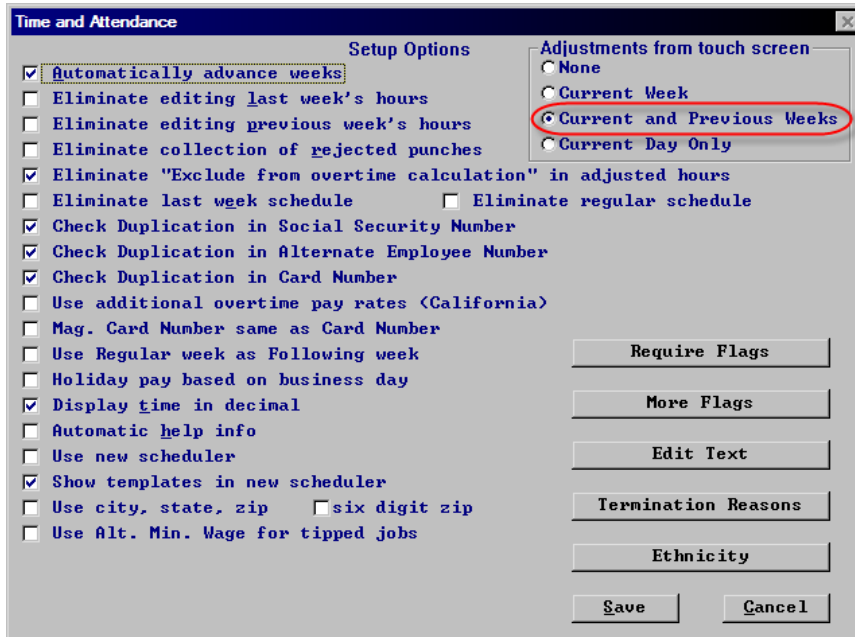
Biweekly period Start Date

Setup>Time and Attendance>T&A Backoffice setup>Company Data:" Biweekly period start date":
When using "Current and Previous weeks" adjustments from the touch screen, this date is the
date that represents the 2 week payroll start date So that the POS will know if we are in the first
or second week of the pay period.   This will control whether you see Last Week punches on the
adjustment screen.

Time and Attendance	
Setup Company and Misc. Data	

Company Name: `Outback Steakhouse #2014`
Address (line 1): `1203 Townsgate Court`
Address (line 2): `Plant City, Fl  33566`
Address (line 3): ` `
Phone Number: `(813)759-4329`
Week Start Day: `5 - Thursday`
Biweekly Period Start Date: `05/31/2012`
First Alternate Employee Number: ` `

Payroll start of day time `0:00`   ☐ Previous day

[Save]   [Cancel]

T&A Adjustments scroll button

Now that we have "current week and previous week" adjustments from the front of the house, there is a potential for the screen to fill up. So we have added a scroll button. Only one arrow, a right arrow that will scroll thru all adjustments and come back to the first:

Time Adjustments		08/01/12 16:21

ROBINSON,ROB		(A)djustment, (B)reak, (D)eleted, (R)ejected

07/22 A 9:00a- 2:00p WAITSTAFF -DI	07/27 A 2:00p- 4:00p WAITSTAFF -DI	**ADD**
07/22 A 3:00p- 8:00p WAITSTAFF -DI	07/27 A 4:30p- 6:30p WAITSTAFF -DI	
07/22 A 9:00p-11:30p WAITSTAFF -DI	07/27 A 7:00p- 8:30p WAITSTAFF -DI	**CHANGE**
07/22 A 11:40p-12:00 WAITSTAFF -DI	07/27 A 9:00p-10:30p WAITSTAFF -DI	
07/23 A 9:00a-12:00p WAITSTAFF -DI	07/27 A 10:30p-11:45 WAITSTAFF -DI	
07/23 A 1:00p- 3:00p WAITSTAFF -DI	07/28 A 9:00a-11:00a WAITSTAFF -DI	**DELETE**
07/23 A 4:00p- 8:00p WAITSTAFF -DI	07/28 A 11:30a- 1:00p WAITSTAFF -DI	
07/23 A 9:00p-11:30p WAITSTAFF -DI	07/28 A 4:30p- 6:00p WAITSTAFF -DI	
07/24 10:38a- 1:54p WAITSTAFF -DI	07/28 A 8:30p-10:00p WAITSTAFF -DI	**PUNCH OUT**
07/24 A 2:00p- 4:00p WAITSTAFF -DI	07/29 A 10:00a- 4:00p WAITSTAFF -DI	
07/24 A 5:00p- 8:00p WAITSTAFF -DI	07/29 A 5:00p- 9:00p WAITSTAFF -DI	
07/24 A 9:00p-11:00p WAITSTAFF -DI	07/30 A 10:00a- 4:00p WAITSTAFF -DI	**TIPS**
07/25 10:12a- 5:02p WAITSTAFF -DI	07/30 D 10:30a------- WAITSTAFF -DI	
07/25 A 6:00p-11:30p WAITSTAFF -DI	07/30 b 12:51p- 1:15p WAITSTAFF -DI	
07/26 12:10p- 4:42p WAITSTAFF -DI	07/31 A 9:00a- 5:00p WAITSTAFF -DI	
07/26 A 5:00p- 8:00p WAITSTAFF -DI	07/31 D 9:52a------- WAITSTAFF -DI	**DONE**
07/26 A 9:00p-11:00p WAITSTAFF -DI	07/31 bA 2:00p- 2:15p WAITSTAFF -DI	
07/27 A 9:00a-11:00a WAITSTAFF -DI	07/31 bD 2:00p- 4:46p WAITSTAFF -DI	
07/27 A 11:30a- 1:30p WAITSTAFF -DI	07/31 bD 4:14p------- WAITSTAFF -DI	▶ QUIT

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Break Adjustments

  We have added the functionality to Insert, Change and Delete breaks using TAW.EXE.

Split Shifts

  Setup>Time and Attendance>T&A Backoffice>Setup>Payroll and Overtime>More Flags: This is new TAW.EXE with the Split Shift flag for employee.

No split shift Pay

  Time and Attendance>Employee Data>Employee Status: "No split Shift Pay". You can exclude employee from calculation for Split Shift by checking the "No Split Shift Pay" flag:

User messages for Break Alerts using Clockerr.dat

When a user/employee needs to take a break, the following message is what we have shown at the front of the house.

```
┌─────────────────────────────────┐
│  You need to take a RestPd break │
│                                  │
│             ┌──────┐             │
│             │  OK  │             │
│             └──────┘             │
└─────────────────────────────────┘
```

If the operator has programmed an entry in "CLOCKERR.DAT", the warning will look more this:

```
┌────────────────────────────────────────────┐
│     You are required to take a 15 minute break.│
│                                              │
│     The laws of the great soverign state of  │
│                                              │
│  Rhode Island and Providence Plantations demand it!│
│                                              │
│              Besides...                      │
│                                              │
│          You deserve a break!                │
│                                              │
│              ┌──────┐                        │
│              │  OK  │                        │
│              └──────┘                        │
└────────────────────────────────────────────┘
```

"CLOCKERR.DAT" has two new programmed messages in addition to numbers 1 through 5 previously assigned. They are 6 for the first break alert and 7 for the second.

[1]Declared Tips, [2]Early from Break, [3]Off Schedule, [4]Early, [5]Late , [6]Break 1, [7]Break2

[1]
Declare Cash tips only, do not deduct tipshare.

[3]
Do not start working. Your clock-in was not successful.
You need manager approval to clock-in and start working
before your scheduled time.
[4]
Do not start working. Your clock-in was not
successful. You need manager approval to clock-in

and start working before your scheduled time.

[6]
You are required to take a 15 minute break
The laws of the great sovereign State of
Rhode Island and Providence Plantations demands it!
Besides…..
You Deserve a Break!
[7]
You are required to take a 30 minute break
The laws of the great sovereign State of
Rhode Island and Providence Plantations demands it!
Besides…..
You Deserve a Break!

Meal break alerts based on minimum scheduled time

Setup>Time and Attendance>T&A Front of the House>Profiles and Breaks: "Alert Min Schedule"
This is a new setting for <Break1> and <Break2> that indicates the minimum scheduled time for
each employee to have this break's alert logic to kick in.

A person may be setup to be alerted to take a meal break every 5 hours with an offset time of 30
minutes so that they get bugged after 4:30 hours of work that they need to take a break.   BUT if
they are scheduled to work less than 6 hours that day, this new feature would let you say, "Don't
bother bugging these folks about this break unless they are scheduled to work more than 6
hours".

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Three New properties in each Time and Attendance Job

Do Not enforce schedule – If this flag is on for a job that is being punched in at. We do not enforce the schedule even if enforce schedule is on in the users record.

No Break1 – This refers to the first of the two types of breaks we have and whether buttons for them should appear on the punch screen – when getting ready to put the two break buttons on the screen, we check to see what job the user is punched in at. If this flag is on for that job, we do not show the first break button.

No Break2 – This refers to the second of the two types of breaks we have and whether buttons for them should appear on the punch screen – when getting ready to put the two break buttons on the screen, we check to see what job the user is punched in at. If this flag is on for that job, we do not show the second break button.

Punch file – media field

We have added a new media field on the very, very end of all "PUNCH2.DAT" records. Its meaning is as follows:

0 – User used keypad touch to enter their employee number.
1 – Mag card was used.
2 – Fingerprint was used.

We have this for all record types stemming from the following cases:

- Punch in
- Punch out
- Rejected punches.
- Breaks.
- Adjustments – in this case, it is whether the manager logged into time clock via various means.
- Adjustment acknowledgement records.

Exception enhancements

New Exception Report parameters

Time and Attendance>Reports>Exception Reports Sch. VS Hrs.>Select Exceptions: We have added new parameter for exception selection for reports and command line reports 90, 91 and 92.

Print Exceptions need picture

We have added a print button to the "exceptions list" so it can now be printed with the date and time at the top.
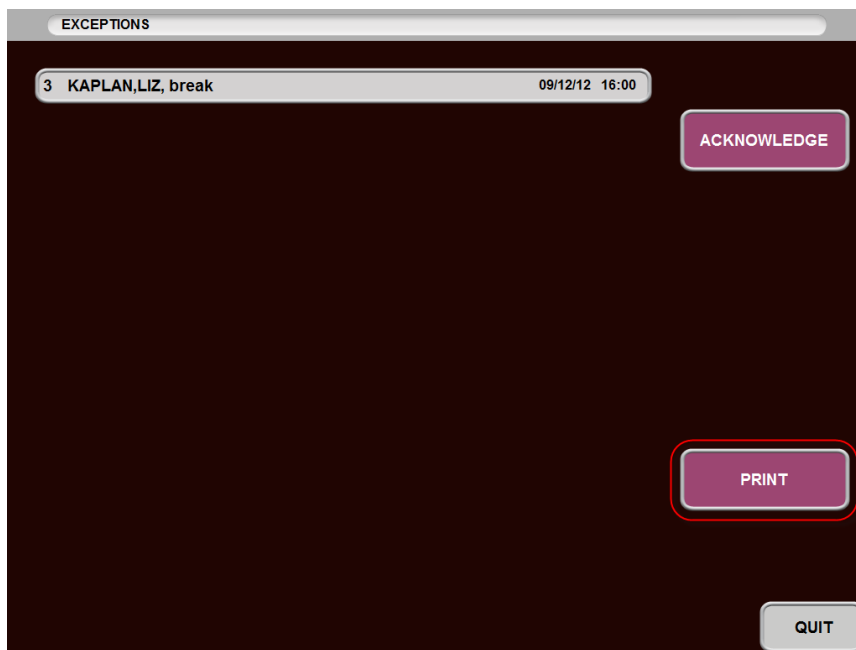
Cashout Enhancements

Send all cashouts to one printer

Setup>Restaurant Miscellaneous Data>Cashouts 1: "Send all cashouts to printer:?" We have added a new dropdown box with a list of all terminals and printers so if wanted one can send all of their cashouts to a single printer. The requester of this new feature is sending all cashouts to a single virtual printer.
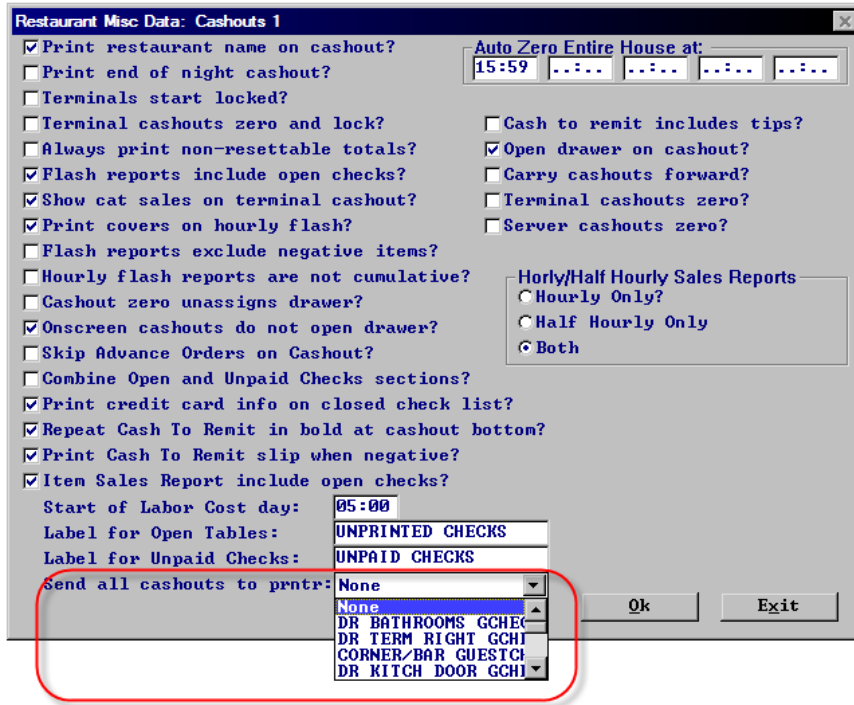
Team Members on individual cashouts

We now indicate team members on individual cashouts.   On an individual cashout, we have added a single line at the top below the heading in double width, the word "TEAM" for a person who was a member of a team at any point during the current day.

No Cashout

Setup>User Privilege Codes>Assign Privileges: "No Cashout?" This new user privilege simply skips these people from being included in the list of people who show up on the cashout screens list of people.

Remove Tip Pool Summary from Cashout

Setup>Restaurant Miscellaneous Data>Cashouts 2: "Eliminate Tip Pool Summary?" We have added a flag that lets you remove the tip pool summary from the cashout.

This new flag can be used to eliminate Tip Pool Summary from the cashout. It turns off the section headed Tip Pools shown below.

```
CASH OUT 11/01/11 22:22:37
ENTIRE HOUSE (ENTIRE DAY)

OPEN TABLES
               OPEN  CHK# TABLE  CHK-AMT
SERVER
DERRON L       11:11 0008#  3a    67.20
                                --------
TOTAL:                            67.20


SALES SUMMARY
                        SALES      TAX
TAXABLE:              24997.59
  TAX:                            2187.16

TAX INCLUDED (NET):    234.67
  TAX OWED:                        20.83

TAX EXEMPT:           9465.52
  TAX OWED:                         0.00
                   --------------------------
TOTAL:                34697.78  2207.99

TOTAL SA                          ...77


TIP POOLS
TUNSTALL,ROBERT     17.84   0.00   0.00
LIGGANS,DERRON      21.30   0.00   0.00
BLANCHARD,CHERYL    21.68   0.00   0.00
ROBERTS,BLAINE      18.58   0.00   0.00
PORCHE,MICHELLE     31.45   0.00   0.00
LIEBERT,JASON       30.77   0.00   0.00
CLAVERIE,RYAN       15.51   0.00   0.00
BAKER,WINSTON       50.76   0.00   0.00
JEANSONNE,ANGELL    41.39   0.00   0.00
RONIGER,MITCHELL    38.69   0.00   0.00
ROMERO,JEFFERY      39.24   0.00   0.00
POPICH,IVANA        13.82   0.00   0.00
KIRK,ERICA          30.28   0.00   0.00
DURON,GABRIELA      27.90   0.00   0.00
RAINER,KRIS         32.23   0.00   0.00
GANDOLFI,KENNETH    31.65   0.00   0.00
TRAN,ANNA           21.37   0.00   0.00
CLEMENTS,EDWARD     28.87   0.00   0.00
CARTER,KOREY        21.55   0.00   0.00
SCOTT,ALVIN         25.34   0.00   0.00
RAY,RANDY           30.57   0.00   0.00
MORRIS,CINDY        26.50   0.00   0.00
BIENVENU,KIMBERL    32.86   0.00   0.00
O'FLYNN,AMY         21.59   0.00   0.00
DELANEY,RACHEL      22.30   0.00   0.00
CADE,JEREMY         21.57   0.00   0.00
JONES,MARIA        299.50   0.00   0.00
```

New Cover ranges

We have increased our ranges for Covers in Menu Items and Recipes and Edit an Order screen to -10.0 – 10.0.

New fields in .DBF files xxx
PREPARED field and SCREEN_NUM field in Chkitems.dbf

We added two new fields "PREPARED" and "Screen_Num" into CHKITEMS.DBF.

PREPARED field and SCREEN_NUM field in Mainitem.dbf

We added two new fields "PREPARED" and "Screen_Num" into MAINITEM.DBF.

* Screen Number – The following screen numbers are not screens accessible by the end user. The following numbers in the screen number field of the DBF file, indicate the type of item added to the check, in most circumstances, there are discounts or other items that users do not have access to via an actual screen. Details of these types of items can be found in other DBF files.

Screen Number	Item Type
32760	**Payment type discount 1-15, distribution total**
32761	**Discount 1-15 distribution total**
32762	**Coupon**
32763	**Discount cell type 12**
32764	**New server**
32765	**Open dollar discount**
32766	**Service charges**
32767	**Payment type discount**

New fields into PAYRHEAD.DBF file:

"CC_TIP_SLS" – Employee Credit Card tip sales
"CASH_SALES" – Employee Cash Sales
"CC_TIP_TIP" – Employee Credit Card tips
"CASH_TIPS" – Employee Cash tips

Changes:

28	TPOOL_DSTR	N	9	2	Tip pool distribution
29	TPOOL_ADJS	N	9	2	Tip pool adjustment
30	HRS_SPRD	N	8	4	The number of hours paid at minimum wage for spread worked.
31	HRS_SPLT	N	8	4	The number of hours paid at minimum wage for a split Shift.
32	CC_TIP_SLS	N	9	2	Credit card sales where the guest entered a tip amount on the CC slip. This number also reports on the TRAC Report.
33	CASH_SALES	N	9	2	All other sales, including credit card sales that contain No tips from the guest.
34	CC_TIP_TIP	N	9	2	Tips related to the sales reported in CC_TIP_SLS field, also found on the TRAC Report.
35	CASH_TIPS	N	9	2	Employee's cash tips. May be Declared Tips or Declared Tips less charged tips based on the flag setting "Setup > Payment > Sales Journal > Standard Options > T&A Declared Tips Include Charged Tips"

Suggestive selling text files and messages

Menu Screens>Edit an Order Screen>Item Cell>More fields:"Price 9 is Msg Txt File#?"

We have added a new flag for each cell in the More Fields screen for main items only that will pop up an message for that item. The price in price 9 like 1.00, 2.00, 3.00 will correspond to a message text file whose names must be ITMMSG01.TXT, ITMMSG02.TXT, ITEMMSG03.TXT ETC., where the number "01" is corresponding to the price/100.

Credit cards

Revalidate check at Print

Setup->Credit Cards>Merchant Data>More 2: "Revalidate check at print?" With this option on, when a check is reprinted (or printed) we send a command to the middleware to revalidate the check. Meaning, we send an xml containing all the items on the check. The middleware assess this xml file and if anything has been added or removed, the middleware determines if a new discount should be applied or existing discounts should be removed. i.e. Buy 2 Apps get a 3 rd free. At some point, the check had 3 Apps so one was free. The server deleted one and at reprint the middleware assesses the check and removes the discounted price from the check.

This is used when the middleware applies coupons where the coupons in posi have no rules. For Some. All rules are based in the middleware.

No Swiped Indicator in CC Slip Header

Setup>Credit Cards>Merchant Date->More 2**:** "No Swiped Indicator in CC Slip Header?" This flag when on will eliminate the word swiped from the cc-slip.

The word swiped will be eliminated from the cc-slip, pictured below.

Prevent credit cards from multiple use with manager override.

Setup>Credit Cards>Merchant Data>More 2: "Prevent Reuse of credit cards?" There is a new global flag in Crdit Cards prevent the reuse of credit cards in the same day.

When the user swipes/enters a credit, debit, or gift card, we check this card against all cards used in the day so far. If match is found (first 6 digits + last 4 digits and different than current check/sub-check number) and all appropriate flags and privileges to prevent card duplicates are set, We then pops up the message "Duplicate card, manager required"

```
Credit Cards: Setup Merchant Data More Fields                              [X]
  Reprint CC slip in SAF queue emptying mode?        Signature Slip Labels
  CC auth proceeds to payment?                         Check Total: [        ]
  CC auth returns to original screen?                  Tip:         [        ]
  Card auth total less or equal check amount?          Add'l Tip:   [        ]
  Eliminate credit card swipe jumps to CC Auth?        Total:       [        ]
✓ Use guest check gratuity label for Tip line?
  Forward Track 1 data to middleware?
  Debit cards determined based on service codes (Canada)?
  No waiting for Credit Card authorization?
  No waiting for Gift Card authorization?
✓ Add cardholder name to payment memo?
     ✓ Exclude from printed checks?
     ✓ Exclude from backoffice reports?
  Forward Suggested Gratuity amount to middleware?
  Eliminate standard cardholder message?
  Allow CC/Debit processing through CC Remote only?
  Manual Button for CC Remote?
  Gift Card Button for CC Remote?
✓ Prevent Reuse of Credit Cards?
  Revalidate check at print?
  No Swiped Indicator in CC Slip Header?

                                            [ Save ]    [ Exit ]
```

After the manager swipes their card on CC auth screen the card in question will be accepted if swiped after that. The "card acceptance" rule will be reset by the next front screen on that terminal. Use an mret variable like mret->card_reuse

Manager override for Credit Card Reuse

Setup>User Privilege Codes>Assign Privileges: "Manager Credit Card Reuse" This is a user privilege that will allow an override of the above flag, "Prevent Reuse of Credit Cards". After the manager swipes their card on CC auth screen the card in question will be accepted if swiped after that. The "card acceptance" rule will be reset after that.

User Privilege Codes: Assign Privileges								
Privileges	SERU	BAR	MGR	PART	KEY	GC	TRAIN	CARSD
143-CC Reprint	☑	☑	☑	☑	☑	☑	☑	☑
144-CC Post Auth	☐	☐	☑	☑	☑	☐	☐	☐
145-No CC Delete Auth	☑	☑	☐	☐	☐	☑	☑	☑
146-No Pay Scrn Delete Payment	☑	☑	☐	☐	☐	☑	☑	☑
147-Reopen Sep Checks Recomb	☑	☑	☑	☑	☑	☑	☑	☑
148-Reopen Sep Checks Edit	☑	☑	☑	☑	☑	☑	☑	☑
149-Reopen Separate Check	☐	☐	☐	☐	☐	☐	☐	☐
150-CC Auth Remote	☐	☐	☐	☐	☐	☐	☐	☐
151-Reopen Review Default ON	☐	☐	☐	☐	☐	☐	☐	☐
152-CC Auth Other's Checks	☐	☐	☐	☐	☐	☐	☐	☐
153-Auto Jump to Punch In	☐	☐	☐	☐	☐	☐	☐	☐
154-Open Tbls from Floor Plan	☐	☐	☐	☐	☐	☐	☐	☐
155-Manager Fingerprint Only	☐	☐	☐	☐	☐	☐	☐	☐
156-TimeClock Fingerprint Only	☐	☐	☐	☐	☐	☐	☐	☐
157-Manager Credit Card Reuse	☐	☐	☑	☑	☑	☐	☐	☐
158-No Cashout	☐	☐	☐	☐	☐	☐	☐	☐
159-No Unsettled Checks	☐	☐	☐	☐	☐	☐	☐	☐

Save   Exit

Three more card processing channels

Setup>Credit Cards>Merchant Data>More fields>Additional Channels: 3 more card processing channels these cannot be used for credit cards on this screen They can only be used for the user defined rows.

Additional Channels

Additional Channel IP Addresses and Ports

4:	10	.99	.99	.19	Connect:	5055	Listen:	5045
5:	0	.0	.0	.0	Connect:	0	Listen:	0
6:	0	.0	.0	.0	Connect:	0	Listen:	0

Save   Exit

Gratuity on view/edit

When a gratuity has been applied to a check we changed the format at the bottom on view edit. We used to show the subtot, tax and total, and now we show the gratuity and the total amount including the gratuity:

Subt: xxxxx.xx Tax: xxxxx.xx   Grat: xxxxxx.xx   Tot: xxxxxx.xx
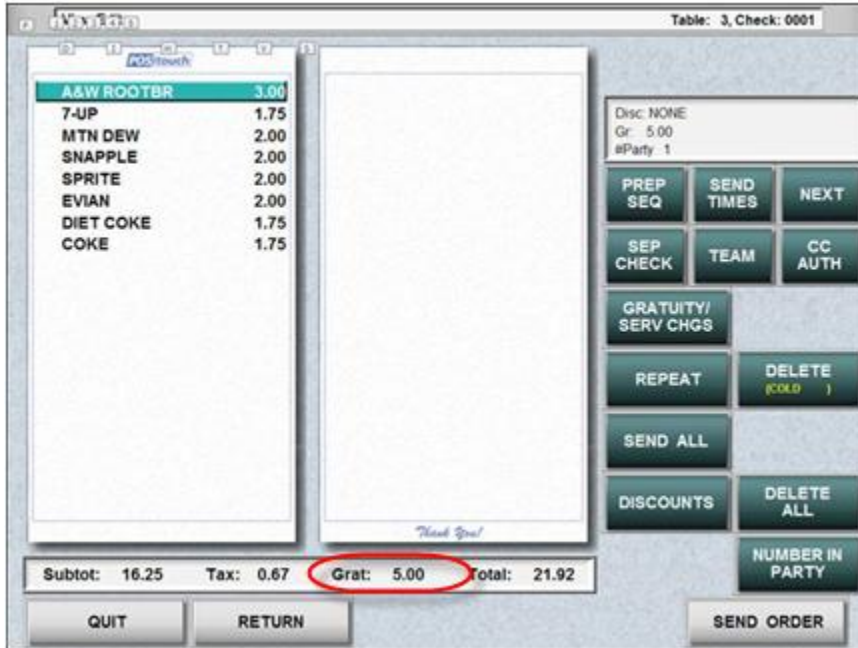
No Mag Card Only

Setup>Hardware>Terminal Stations>Page 2>No Mag Card Only? You can set this new flag in hardware terminals. It indicates that this terminal does not have a mag card reader, and we use this as an override for both mag card only and time clock mag card only settings. This will override these settings meaning that user numbers can be entered via touch at this terminal always.

```
Hardware Setup: Terminal Stations Setup: Page 2 of 2                              [X]
    No.      Location            □ This terminal for Time Clock only?
  1- TOGO TERM POSDRVR           □ Drawer connected to check printer?
  2- BAR REDUNDANT TERM          □ Allow Table Status?  □ Table Status Only?
  3- KITCHEN LEFT TERM 3         □ Eliminate CC auth at take payment?
  4- KITCHEN RIGHT TERM4         □ Can't bump an unpaid order?
  5- BREAD OVEN TERMINAL         □ On screen show orders?
  6- SKEYE PAD 1 XSL             □ Eliminate orderscreen view/edit button

                                 □ Drawer Finalize?
Cost Center:  TO GO           ▼  □ Automaticaly bump order when paid?
              None selected   ▼  □ Show Orders- bump when new order sent?
              None selected   ▼  □ Eliminate Table Number Entry?
              None selected   ▼  □ Eliminate tip line on CC slip?
              None selected   ▼  □ Must select alt menu before payment?
              None selected   ▼  □ No drawer assign?    □ No auto reprint?
              None selected   ▼  □ Allow Delete at Transaction Complete?
              None selected   ▼  # of CC copies from this term:           0
              None selected   ▼  # of guest check copies from this term:  0
S J    C C:   TO GO           ▼  VDU label:
CC Remote Mode: Both          ▼  Drive Thru:   0- None selected          ▼
□ Auto Reconnect?
□ Print barcode on checks?
☑ No compare to # party?
□ Printed chk not ready to pay?
☑ No Mag Card Only?
    Ok        Edit      Page 1        Exit
```

Team Enhancements

Teams

We now allow the addition of Jobs to Manager Teams. For example a team could be everyone working the Bartender job plus Suzie Server and Mary Server. By manager team, we mean only the Teams created from the manager screen, not the Check Teams created from view edit.

There is a new button to the left of "Select Server" that reads "Select Job". When you touch "Select Job", we display a screen similar to the select server screen but display all Job/department pairs. The user selects a job and we return to the screen above and show the job name rather than server name. Shares selection works the same way.
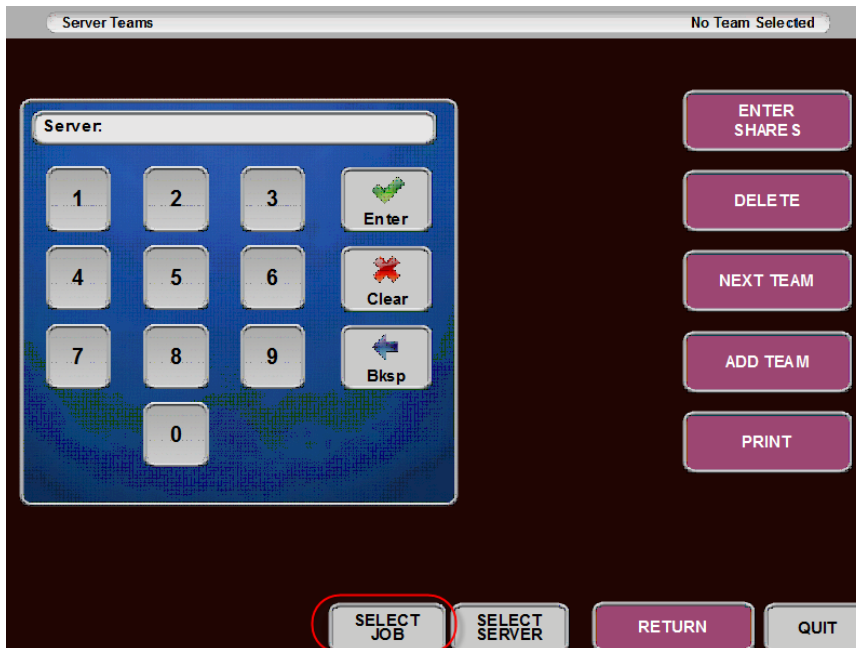
NOTES: Note that if you have a mixed team containing a job or jobs and a server or servers, the jobs mean people punched in at that job but servers are included even if they are not punched in. Servers have always been included without regard to being punched in and this has not changed.
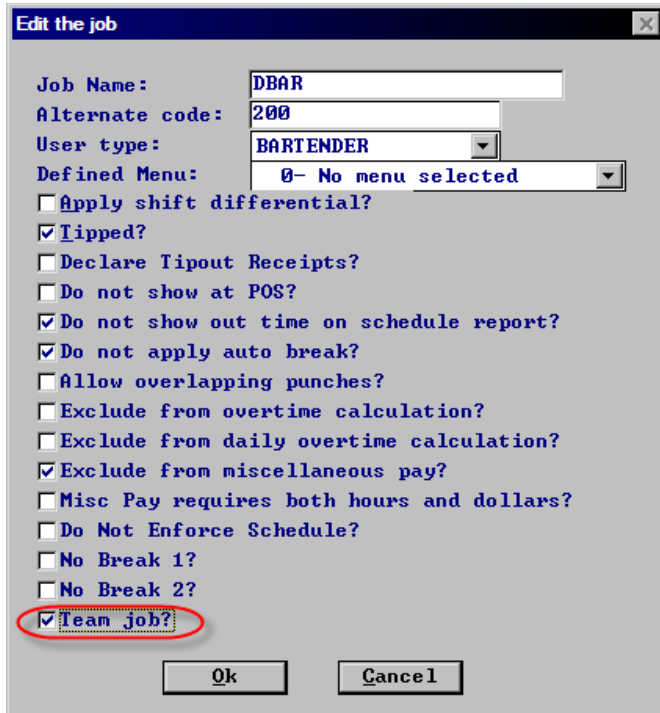
Example:
- You have a bartender team containing 1 job, bartender.
- On Thursday one of your bartenders is sick so you call Fred to come in and work as a bartender.
- Fred does not own the bartender job; he is usually a server and so punches in as a server.
- You add Fred to the team for the duration of his shift and then take him off the team.
- While he is in the team, he joins the other punched-in bartenders as a team member when checks get closed but he is there by virtue of being a server member of the team, not because he is punched in. .

Team Job

Setup>Time and Attendance>T&A Backoffice Setup>Departments and Jobs>Job List>Edit Field: "Team Job?" We added a flag for team job to the job properties. You can select jobs to be part of teams so we only offer teams with this new flag set as team job that can be in teams.   Some restaurants have 50+ jobs but only a few are relevant for teams so there is no need show all 50.

```
Edit the job                                        [X]

Job Name:        DBAR
Alternate code:  200
User type:       BARTENDER              [v]
Defined Menu:    0- No menu selected       [v]
[ ] Apply shift differential?
[x] Tipped?
[ ] Declare Tipout Receipts?
[ ] Do not show at POS?
[x] Do not show out time on schedule report?
[x] Do not apply auto break?
[ ] Allow overlapping punches?
[ ] Exclude from overtime calculation?
[ ] Exclude from daily overtime calculation?
[x] Exclude from miscellaneous pay?
[ ] Misc Pay requires both hours and dollars?
[ ] Do Not Enforce Schedule?
[ ] No Break 1?
[ ] No Break 2?
[x] Team job?

        [  Ok  ]      [ Cancel ]
```

September 12, 2012

Time report to Printer

We have changed the time report to go to the printer with "option" to go to the screen just like cashout reports. We added an "ONSCREEN" button to the screen below. We changed "ENTER" to go simply to print rather than to OnScreen as it used to. If a user highlights "ONSCREEN", touching the ENTER or IN ONLY buttons does what we have always done. If user does not highlight onscreen, it simply generates a printed report and quits in the normal way.
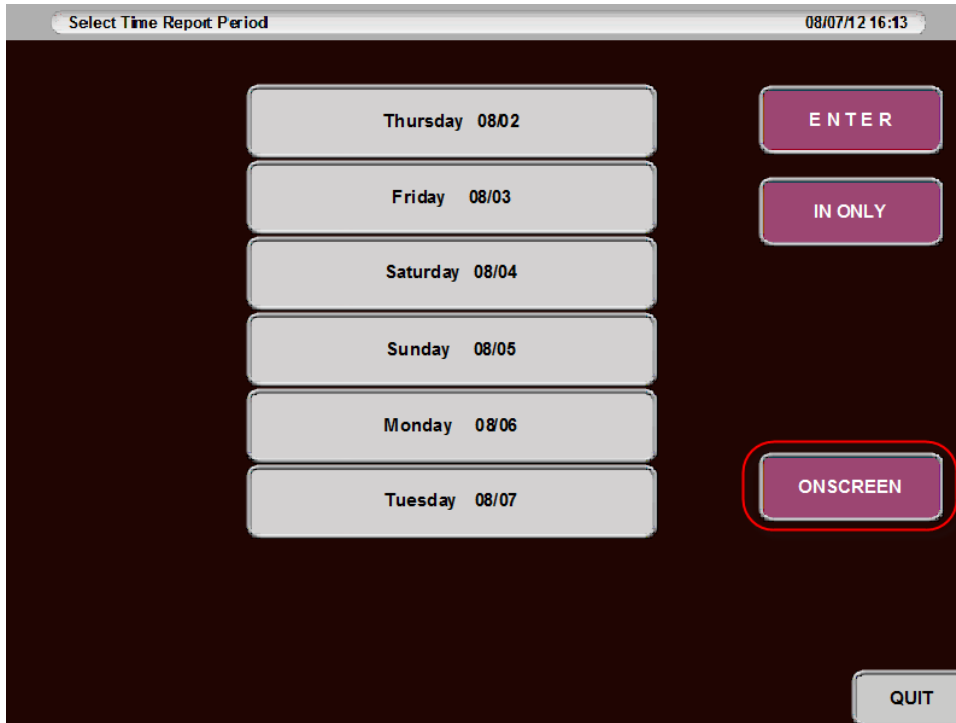
Curindat.dbf

Spcwin has always read "INDATA.DBF". We have now changed the logic to read "CURINDAT.DBF" if it exists but fall back to "INDATA.DBF" if it does not.

Adjusting work periods, adjusts unpaid breaks in tandem

When adjusting surrounding two work periods of unpaid breaks we now move the paired times in tandem

Examples:
- Work 9-2
- Break 2-2:30
- Work 2:30-5
- Manager adjusts 9-2 to be 9-1:45 – we change 2-2:30 break to 1:45 – 2:30
- Or Manager adjusts 2:30 -5 to 2:45-5 – we change 2-2:30 to 2 – 2:45
  - if the work periods are adjusted, we adjust the break to match.

44

Service Charges
Auto second service charge

Setup>Payment>Gratuity/Service Chg: "Service Charge #2" – We have added the ability to apply a second service charge to a check, via auto service charge only, not via the touch screen. Simply put, the second service charge is exactly like the first one, with one exception. It can only be applied automatically based on number in party and costcenter. You cannot to to the touch screen and manually apply sevice charge #2 to a check.

Eliminate from service charge 2

Menu Screens>Edit an Order screen>Cell Elim from Service Charge 2? We have added a flag in every cell to be able to eliminate the items from service charge 2.

September 12, 2012

Reporting discounts for payment types

Setup>Payments forms of payment>Discount/Coupon: Discount – This is a New combo box "Discount:" on Form of Payment screen. This is so that we can now associate one of these payment types that works like a discount with one of our 15 discounts for reporting purposes and eligibility.

Eliminate Time from Prep Slip

Menu>Prep Printouts>Prep Printout Option 2: "Eliminate from Prep Slip" "Time?" Setting this flag will eliminate the time that prints at the top of the prep slip. It will not eliminate the repeat of the time at the bottom of the prep slip so people would set this if they have the time repeated at the bottom.

```
Menu Screens: Prep Printout Option 2                                      ✕

 ─Eliminate from Prep Slip─────────────────────────────────────────────
  ☐Table Number?   ☐Only for Misc Table/Start Tab?
  ☐Server?           ☐Number in Party?      ☑Check Number?
  ☑Menu Name?        ☐Printer Name?         ☐Terminal Name?
  ☑Time?

  ☐Auto send prep seq groups w/delay?
  ☐Auto send prep seq groups w/vdu bump?
  ☐Use SELECT button for 'send all'?
  ☐Show course breaks on vdu?
  ☐Repeat check number at prep bottom?    ☐Show prices on prep slips?
  ☑Sort options by prep sequence?         ☐Sort options by prep category?
  ☐Conditional routing checks options?    ☑Use conditional routing?
  ☐No seats on By Item VDU's?             ☐Expedite box prints in red?
  ☐Repeat server/table at VDU bottom?   ☐at vdu top?
  ☑Print Time Double High at prep bottom?  ☑in Red?
  ☑Highlight menus starting w/ * at top of prep?
    Prep seq group  0  options stay with preceding Main Items
    Prep trailer line 1: ┌─────────────────────┐
    Prep trailer line 2: ┌─────────────────────┐
    Prep trailer line 3: ┌─────────────────────┐    ┌────OK────┐  ┌───Exit───┐
```

Guest check Enhancements

Cost Center and Terminal name single width on Guest checks

Setup>Hardware>Guest Checks Options. "Costcenter single width?" and "Terminal single width?". We currently print costcenter and terminal name on the guest check in double with if the flags are checked to print them. We now have flags that you can set to print them in single width.

```
Hardware Setup: Guest Check Options                              [X]

  □ Use narrow guest check format for hard checks?
  □ Use inventory descriptions on guest checks?
  □ Eliminate 'taxable/other' detail from subtotal line?
  □ Print category totals on guest check?
        Number of sales categories:    0
  ☑ Print cost center on check?    ☑ Single width?
  ☑ Print terminal name on check?  ☑ Single width?
  ☑ Use tent/station number at check bottom?
  □ Print voids after payment validation?    □ Total only
  □ Print Total Sales plus Tips on payment validation?
     Hard check start line (custom):                    0
     Hard check length max (custom):                    0
     Number of copies:                                  1
     Repeat check number at check bottom prompt: TENT#
        □ Print full check number?
     Adjust Check Length (-9 to +9):                    0

        Ok                                    Exit
```

Header/trailer message lines on payment reprint only

Setup->Hardware->Guest Check Headings 2 and 3: New property for check header and trailer messages "on payment reprint only". We already have "exclude from payment reprint checks" so this is the opposite. These header/trailer lines only appear on auto reprint checks.

Flash Category for messages on guest checks

Setup->Hardware->Guest Check Headings 2 and 3: Flash Category: This is a new dropdown box that allows you to choose a flash category as criteria for printing messages on the guest check.

Guest Check/Category Minimum for messages

Setup->Hardware->Guest Check Headings 2 and 3: "Check/Category Minimum:" This new field can be used to have the message print only if there is a certain dollar amount from a specific flash category on the check.

Table Status Enhancements
Start Tab on the Table Status Screen

- We have added a Start Tab button to the bottom of the Table Status screen. Functionality is standard start tab logic.   This only works if you are using table status where you have to put in your user number first. We need to know who the user is or we cannot start a check. The flag for this is "table status requires user priv" in Restaurant Miscellaneous Data>Table Status.

  Here is how you get this option :
  1. Log in
  2. Go to Table Status
  3. touch SEAT PARTY
  4. Enter the number in party
  5. then this button appears.
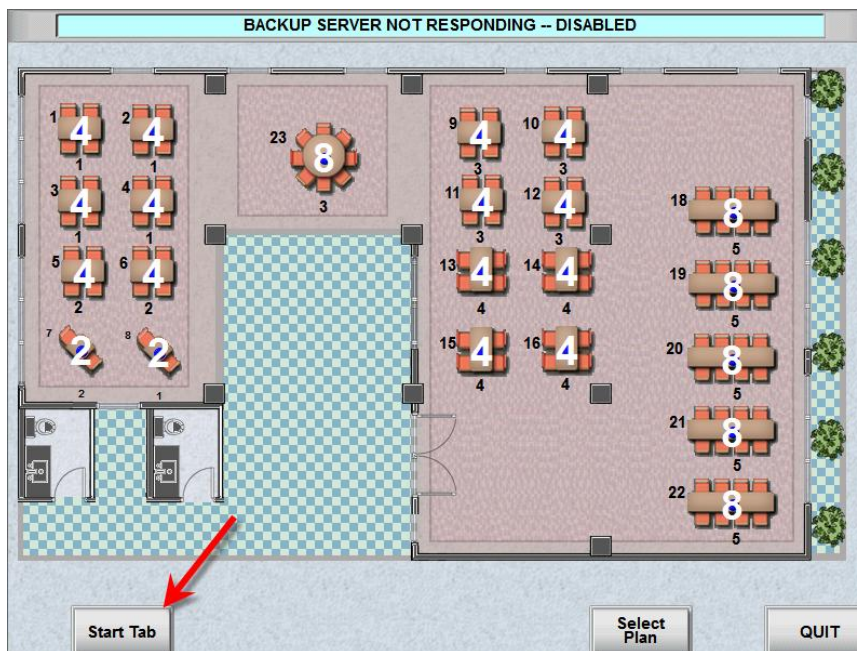
Wait List Seat and Delete

- Wait list – seat and delete function –
  - o The start tab button can appear if the above condition is met and touching start tab can also be a good resolution of the seat and delete. Of course it would not change any table's status since you went to start tab. The wait list entry would still be deleted.

Reopen Transfer uses floor Plan

> Setup>Restaurant Miscellaneous Data>Login Screen 1:" Reopen transfer uses floor plan?
> Touching a check on the reopen screen and then Transfer Check will flip to the table status
> screen with no buttons at the bottom except Quit. Touching a table on the screen will show a
> Transfer button instead of the Select Plan, Wait List and View buttons shown below. If the table
> selected also has items that need to be sent, a Transfer and Send button will also appear.
> Touching either at this point will finish the transfer with a send to the kitchen on the latter.

Print transfer slip to prep printers

Setup>Restaurant Miscellaneous Data>View Edit: Print transfer slip to prep printers. With this flag on, when a transfer is done we send a transfer slip to the prep printer. xxx

Teams save - *Not released yet*

Teams get lost if you start a new check file mid shift. So we have created a file "TEAMS.SYS" that stores team records in a reloadable format.

New Adjustments Report- *Coming Soon!*

Adjustments Report will provide details of the various types of adjustments one can do in POSitouch that can result in theft by Managers or those permitted to do the adjustments.   The new report will cover the following adjustments:

- Reopen Closed Check
- Overring Check
- Payment Adjustment
- Tip Adjustment
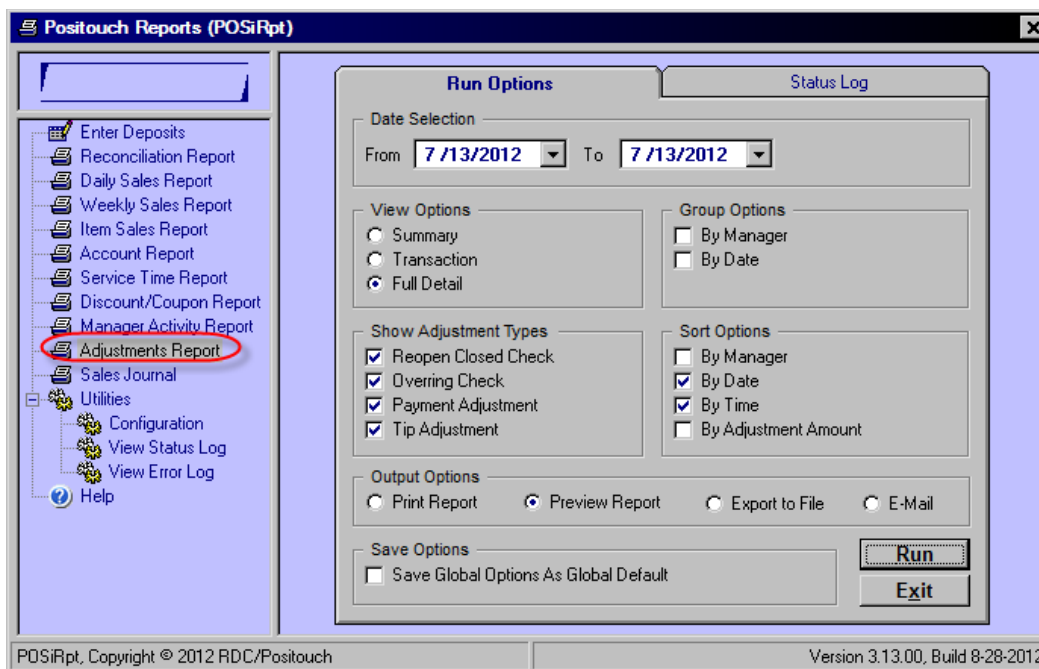
The user will be able to select any or all of these adjustments to appear on the report either as Summary, by transaction or with full detail. If the report is run without full detail the user will be able to use a 3 level drilldown to show various levels of detail. The lowest level of drilldown for each of the adjustments will show the following:

- Reopen Closed Check
    - Original payment details
    - new payment details
    - Deleted items – as done on mar
    - Comps – as done on mar
- Overring Check
    - Original payment details
    - Deleted items
    - comps
- Payment Adjustment
    - Original payment details
    - New payment details
- Tip Adjustment
    - Original payment details
    - New payment details

The report can be sorted in various ways including:
- By Manager
- By Time – chronological sequence
- By Adjustment Amount

Here is an example of the report at the highest level (Summary) showing the totals for each adjustment type.

POSitouch

Adjustments Report

Location: OUTBACK STEAKHOUSE #1015   **Summary View**   Reporting Period: Fri, Jul 13, 2012

Activity	Count	Total Adjustments	Original Check Totals	Adjusted Check Totals
Overring Check	2	($80.38)	$92.41	$0.00
Payment Adjustment	2	$0.00	$0.00	$0.00
Reopen Closed Check	2	($131.27)	$131.27	$72.87
Tip Adjustment	2	$9.00	$87.19	$0.00

One can then double click on the overring check and see the individual transactions.

POSitouch

Adjustments Report

Location: OUTBACK STEAKHOUSE #1015   **Summary View**   Reporting Period: Fri, Jul 13, 2012

Activity	Count	Total Adjustments	Original Check Totals	Adjusted Check Totals
Overring Check	2	($80.38)	$92.41	$0.00

Date: 07/13/2012						Manager: All Managers				Activity: Overring Check	
Date	Tab	Chk	Server	Manager	Check Opened	Check Closed	Check Total	Payment Type	Overring Time	Adj. Amount	Adj. Check Total	Overring Type
07/13/12	002	0009	KELLEY, SHAWN	DISMUKE, TREY	3:47 pm	3:47 pm	12.60	CASH	3:47 pm	($12.60)	$0.00	Reversal - Items Not Made
07/13/12	003	0007	HUNTSMAN, DAVID	DISMUKE, TREY	3:43 pm	3:45 pm	79.81	CASH	3:46 pm	($67.78)	$0.00	Reversal - Items Not Made

They can then take it a step further and double click on the individual detail line and get the full detail for that transaction.

Print Date: 09/06/2012   Print Time: 2:07:08PM   Page 1 of 1

POSitouch

Adjustments Report

Location: OUTBACK STEAKHOUSE #1015   **Summary View**   Reporting Period: Fri, Jul 13, 2012

Activity	Count	Total Adjustments	Original Check Totals	Adjusted Check Totals
Overring Check	2	($80.38)	$92.41	$0.00

Date: 07/13/2012					Manager: All Managers						Activity: Overring Check
Date	Tab	Chk	Server	Manager	Check Opened	Check Closed	Check Total	Payment Type	Overring Time	Adj. Amount	Adj. Check Total	Overring Type

Date	Tab	Chk	Server	Manager	Check Opened	Check Closed	Check Total	Payment Type	Overring Time	Adj. Amount	Adj. Check Total	Overring Type
07/13/12	002	0009	KELLEY, SHAWN	DISMUKE, TREY	3:47 pm	3:47 pm	12.60	CASH	3:47 pm	($12.60)	$0.00	Reversal – Items Not Made

Item #	Item Name	Price	Discount	Net	Void	Manager
975	COLD BEVERAGE	-2.39				
979	HOT BEVERAGE	-2.39				
3500	BLOOM	-6.99				