In order to install the Item Group Management Tool a few upgrades are needed.

Go to: Downloads -> NS Portal Downloads -> NS Portal Beta

Carefully follow the instruction within the installers. Install in this order:

- NorthStar Portal Config Update 2.2.2.4
 - IMPORTANT:

- This update requires Microsoft.NET 3.5
- Make sure to backup your existing NorthStar portal files prior to deploying this update.
 - Install this update directly into your existing NorthStar portal directory.
- NorthStar Enterprise Portal SP1 (2.3.2.1)
 - That will include the NorthStar Database Updater 1.0.1.10 (run after SP1 is in place)
 - o IMPORTANT
 - Prior to applying this update, please ensure that you have a full backup of your database(s).
 - * NorthStar Enterprise Portal (NorthStar and NSPortal) 2.3.3.0
 - * NorthStar Recipe Viewer (NorthStar.Recipe and Recipe.System.Portal) 2.0.3.10
 - * NorthStarLive! (NorthStarLive) 1.0.2.12

Next go to: Downloads -> NS Portal Report Downloads -> Pappas Reports

Download the following:

- Item Group Manager Module
- Item Sales Rank Report
- Server Item Sales Rank Report

Next install the Item Group manager Module

The downloaded file is a zip file (ItemGroupManager.zip) – DO NOT unzip.

Start the Portal Config App.

Under "Report Management" you will a new link "Module Installer" - Click the link

NorthStar Portal Configura	tion
<u>Eile T</u> ools <u>H</u> elp	
Portal Config	This tool provides you with the ability to install modules into your NorthStar Enterprise Portal. To install a downloaded module:
Home Licensing	 Browse to the module package (*.zip) that you wish to install. Browse to select the web.config file of your NorthStar Enterprise Portal. Click the Install button.
Date Time Setup	Note: The NorthStar Enterprise Portal directory must be accessible on the current machine or via network share and you must have write access to the NorthStar Enterprise Portal directory.
Fiscal Calendar Day Parts	Select the Module Package (*.zip) that you wish to install:
	Select the NorthStar Enterprise Portal web.config file:
Server Tools Report Management Module Installer Comp Report Admin Query Tool Support S	Install

Find the itemGroupManager.zip file

YPNorthStar Portal Configuration	
<u>File T</u> ools <u>H</u> elp	
Portal Config 📚 Home	This tool provides you with the ability to install modules into your NorthStar Enterprise Portal. To install a downloaded module: 1. Browse to the module package (*.zip) that you wish to install. 2. Browse to select the web.config file of your NorthStar Enterprise Portal.
Date Time Setup 😒	3. Click the Install button. Note: The NorthStar Enterprise Portal directory must be accessible on the current machine or via network share and you must have write access to the NorthStar Enterprise Portal directory. Select the Module Package (*.zip) that you wish to install:
Day Parts	C:\Documents and Settings\Administrator\Desktop\itemGroupManager.zip
	ChProgram Files/NorthStar/Enterprise Portal/NSDortal/web.config
Server Tools (*) Report Management Module Installer Comp Report Admin Query Tool Support (*)	L: Program Files Worth Star Enterprise Portait SPortait Web.comg

Click Install

Select the Module Pa	ackage (*.zij	p) that you wish to install:			_
C:\Documents and :	NorthStar	Portal Module Installer	×	er.zip	
Select the NorthStar	٩	Installation Successful.]
		OK		<u>ľ</u> n	stall

Now the Item Group Manager is installed, but it still needs to be added to a Portal Tab.

Go to your portal website.

Add a new tab.

\bigcirc	0	• 🧧	http://k	ocalho	st/NSPc	ortal/De	esktopDefaul	t.aspx			
<u>F</u> ile	<u>E</u> dit	<u>⊻</u> iew	F <u>a</u> vor	ites	<u>T</u> ools	<u>H</u> elp					
☆	4	🏉 Nor	rthStar P	ortal							
Ad	min T	ools	Edit T	ab	New	Tab	Move Lef	t Move	e Right	Delete	Tab
		_									
Das	hboa	rd Fo	orums	Wel	come	Org	anization	Admin			_
Da	ily Co	mmit			-	For:	National: A	ll Locatio	ns	💌 Ву	: Day 💌

I'll name mine "Item Group Manager tab"

Tab Name and Layout								
Tab Name:	Item Group Manager							
	All Users	🗆 дм						
Authorized Poles:	Admins	🗆 Leader						
Authorized Roles.	🗆 мо	Pappas						
	Concept							

On the Module Type drop down find "Item Group manager" Change the module name to: "Item Group Manager" Click on "Add to "Organize Modules" Below"

Add Module:	Module Type	Item Group Manager	•	
	Module Name:	Item Group Manager		[
	♣ Add to "Organ	ize Modules" Below		
	Group Manager - Ite	em Group Manager		+
	Croup Manager - In	chi oloup Manager		÷
				۳ 🔁
×				×

Click on "Apply Changes" on the upper left corner of the page

Apply Changes	Tab Name and La	ayout
	Tab Name:	Item Group
	Authorized Delese	☐ All Users ☑ Admins
	Authorized Roles:	П мо

To learn how to use the module please watch:

ItemGroupManagerDemo.avi – available for in Downloads -> NS Portal Report Downloads -> Pappas Reports

Add the Item Sales Rank report and the Server Item Sales Rank report as you normally would, through the Report Viewer Module

Daily Commit	For: National: All Locations	By: Day Day: 2/3/2010	•	Run Report Admin	
					_

Then choose your parameters and run it:

Item Sales Rank	For: Unit: Burger-01 (082)	By: Day	Day: 11/7/2009 Run Report

Before viewing the final report choose the item group:

Seport Viewer - Windows Internet Explorer									
itemgroup <select a="" value=""> ▼ <select a="" value=""> Group 1 Group 2 Group 3</select></select>						View Report			
Breport Viewer - Windows Internet Explor	er								
itemgroup Group 3									
4 4 1 of 1 ▷ ▷ 100%		Find	Next Select	t a format	Export				
Item Sales Rank	Item Sales Rank								
For Unit: Burger-01 (082), 11/7/2009									
Group 1									
Store Name	Sales 🔤	QTY \$	AVG\$/PER Guest	AVG\$PER Cover	AVG\$/PER Transaction				
Burger 082	558.45	51	0.05	27.92	0.14				
20091121	F	Page 1 of 1							

The same rules will apply for the "Server Item Sales Rank" report.