CONTRACTOR STATES

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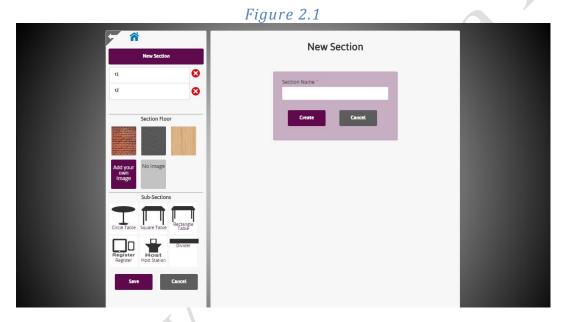
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1.0 Full Service Restaurant Location Editor Overview

This editor allows the user to edit, in real time, the contents of their restaurant's app. It includes all the functions the user would need to run their business from setting up their restaurant floor so their employees can seat customers, to inventory and reports to manage their business from anywhere.

2.0 Set Up location

This function can be found on the landing page of the location editor screen. It allows the user to edit their restaurant floor so that they can place tables, registers, and even dividers. The restaurant floor is fully customizable and allows users to change even the background for the floor seen on the app to better fit their restaurant.



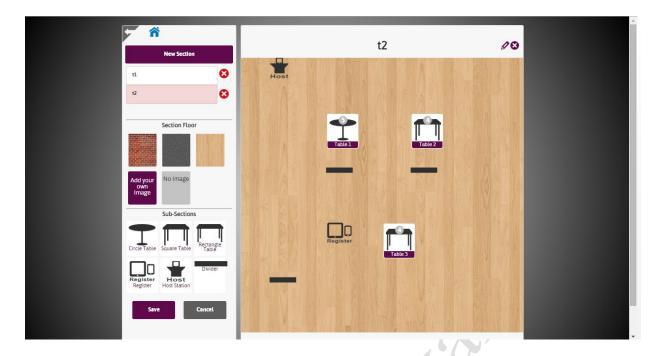
2.1 New Section

This function allows the user to create new sections for their restaurant. It allows the user to divide the floor of their restaurant into manageable pieces that may apply to their location. It also allows the user to delete sections by clicking the red x next to the section. Users can change the name of their section by clicking the name and typing the desired section name

2.2 Section Floor

This function allows the user to edit the background of the section. To change the background to one of the default pictures, simply click the section too be changed and click the background desired. You can also add custom images by clicking the "Add your own image" button. This will open a file explorer window to search the computer for the desired image and upload it to the app.

Figure 2.2



2.3 Sub-Sections

This function allows the user to add tables, registers, host stations and dividers to their restaurant floor. Adding new sub-sections requires the user to click and drag the desired sub section to the restaurant floor and release the mouse when they want to place the sub section. If the user wants to move a sub section, they would click the sub section they want moved on the floor, and drag it to the desired location.

2.4 Saving the Restaurant Floor

When the user is satisfied with their restaurant floor, would like to keep their changes, or would like to reset their section to a previous save point, the user would click save to keep the changes and cancel to delete them. If the user wants to go back a screen, i.e. to go back to the section floor screen after adding a new section, the user would click the back button at the top left of the screen. To return back to the location editor home screen, the user would click the house icon.

3.0 Business Settings

This tile allows users to edit the various details about their business such as the name, website, currency and address.

Figure 3.1



3.1 Update business

This form allows the user to change the details of their business. The business name field changes the name of the business seen on the account landing page. The next form allows the user to upload a logo for their business. Clicking choose file will open a file explorer window for the user to search their computer for a desired image and upload it to the website. The Website form allows the user to specify a website for their business for customers to see. This form is not required to update the business settings. The Sales Tax form allows the user to select a sales tax option created from the Tax tile on the location editor home screen. The Gratuity form allows the user to set a gratuity charge applied to large groups, where the next form indicated the minimum number of people in a part to add a gratuity charge. The transnational currency drop down menu allows the user to change the currency their business accepts. The Time zone dropdown menu allows the user to specify the time zone their business operates in. The Round Off toggle allows the user to activate / deactivate the function that rounds the currency. The status toggle activates / deactivates the business and its app. The product updates toggle allows the user to designate whether the business automatically updates the products in its inventory. The address, city, state postal code and country forms and dropdown menus allows the user to change the location of the business.

4.0 Manage Users

This tile allows the user to edit the different users of their business. It allows for adding, removing and changing the information for each employee and user of the app and their roles and functions they have access to. This also allows the user to add, remove, and change the different roles and edit the functions available to users of the app. To go back to the previous screen, click the arrow pointing left at the top left of the screen. To go to the location editor home screen, click the house icon at the top left of the screen.

4.1 Functions

This page is where the user lands after clicking the manage users tile on the location editor home page. It allows the user to change the functions.

۶	ñ	Functions			
	unctions	Name	Display Name	Display Sequence	Update
R	Roles	Reservation	Reservation	0	0
U	Jsers	Walk-in	Walk in	1	0
		Waitlist	Waitlist	2	0
		Self Service Waitlist	Self Service Waitlist	3	0
		Floor	Floor	4	0
		Pick Up	Pick Up	5	0
		Delivery	Delivery	6	0
		Open Orders	Open Orders	7	Ø
		Closed Orders	Closed Orders	8	0
		Feedback	Feedback	9	0
		Clock In	Clock In	10	0
		Clock Out	Clock Out	11	Ø
		End Of Day	End Of Day	12	Ø
		Void Orders	Void Orders	13	0
l		Void Orders	Void Orders	13	0

4.1a Update

Clicking the pencil icon next to the function the user wishes to change will allow the user to edit the display name and display sequence of the function. The display name is the name that will be displayed to the app. The display sequence controls the order of the functions seen on the app.

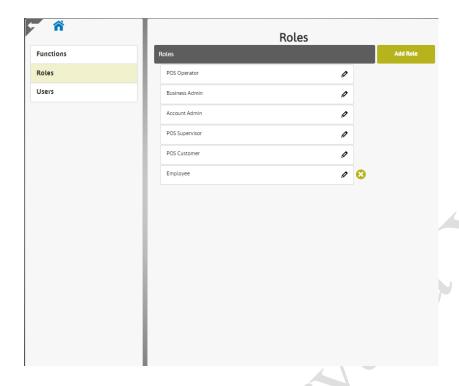


Figure 4.2

4.2 Roles

This screen allows the user to view the various roles that have been created for the app to assign to users. This screen also allows users to add new roles, remove created roles outside the default, and edit all roles created. These roles are assigned to users of the app.

Figure 4.3



4.2a Add Role

This function allows the user to create a new role for their business. The name field allows the user to name the new role. The display name field allows the user to create a name that will be displayed on the app for the new role. The display sequence form allows the user to specify where the new role is shown on the app and on the website. The functions list allows the user to specify which functions they want the new role to have. Clicking a function will activate it and will leave a check next to it to specify it was selected. The create button will create the new role while the cancel button will cancel the creation of the new role. Both buttons return the user to the roles list as seen in figure 4.3

Roles

Name *

Display Name *

Display Sequence *

Functions *

Reservation

Water

Variet

Set Service Wateset

Place

Takeout

Delivery

Open Orders

Closed Orders

New Order

New Order

New Order

New Order

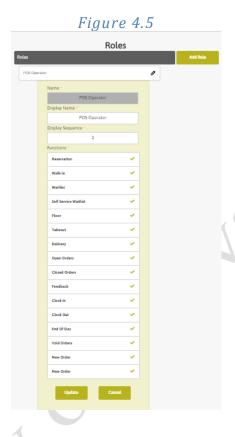
Lock Out

Lock

Figure 4.4

4.2b Edit Role

Allows the user to edit the created roles. As with the creation of a new role, the forms and functions seen in figure 4.4 and explained in section 4.2a hold the same actions. The only difference is that with the default roles, you cannot change the name but are allowed to change the display name. To delete roles, select one of the non – default roles that have been created manually and click the red x next to role to be deleted.



4.3 Users

Allows the user to add, remove and edit the users of the app. The users are displayed in a list in alphabetical order. For larger organizations, the list can be organized to display users with certain letters in their first name, or the entire company at once.



4.3a Add User

Allows the user to add a new user to the application. To open the add user window, simply click the add user button at the top right of the screen. Once open, the button will display a form to enter information about the new user. The first and last name will display the name of the new user. The login username will be the username the new user will use to enter the website. The password will be used with the username to enter the site. The confirm password form must exactly match the password in the other form and is case sensitive. The next form is the pin, used on the app to access the different functions and to store use of functions that record use. A toggle is displayed to make the new user active / inactive. The next lines indicate the address, city state etc. of the user. Along with the email and phone number for the next forms on the list, these are not required to create the new user. Under the roles and responsibilities list, the user can specify which roles are to be associated with the new user. Clicking a box around a role will assign it to the user, and will leave a green checkmark next to selected roles. To save and create the new user, click the create button. To cancel the creation of the new user, click cancel.

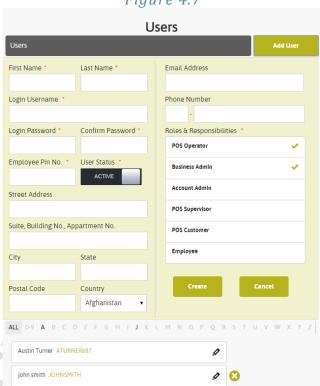
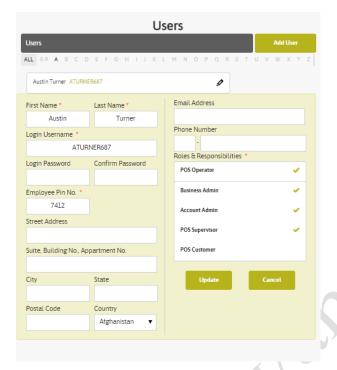


Figure 4.7

4.3a Edit User

Allows the user to edit an existing user. By clicking the pencil icon, a window similar to the one in figure 4.8. It allows the user to edit the information about the user including their name, username, password address, contact information and their roles and responsibilities. The update button will save the changes made to the user while the cancel button will delete the changes made to the user. Both buttons will return the user to the users list screen. The user can also delete users besides the account currently accessing the website by clicking the x next to the username.

Figure 4.8



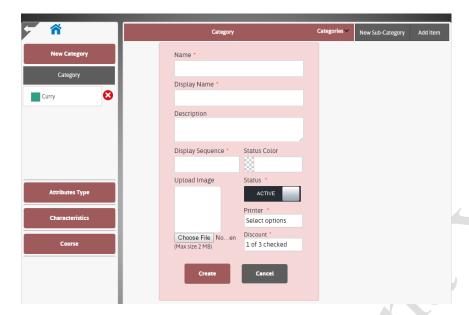
5.0 Add Products

This tile allows the user to add products to their location. Allows the user to add, remove and edit categories along with their attribute types, characteristics and courses for the customer to select from. Upon clicking the tile on the location editor home screen, the user will be directed to create a new category.

5.1 New Category

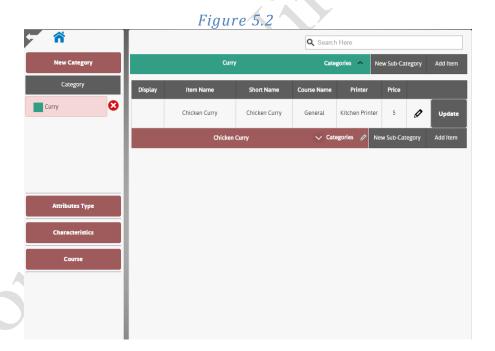
Allows the user to create a new category of items for their business. This will be used to organize the products on the app so that finding items and ordering them is simple. To create a category, the user will need to designate a name, seen on the website, and a display name, seen on the application. A description of the category is helpful, but not needed. The user can enter a display sequence to designate its order on the application. A status color can be created using a color palate, it's not necessary but recommended to allow easy finding of different categories. The user can also create an image for their category. Again, it's not necessary but recommended. To find an image on the user's computer, click the choose file button and search for the image on the file explorer window that opens. The user can specify which printer the category gets printed to and can also assign certain discounts to the category. When this is completed, the user can finish their category by clicking "Create" or cancel its creation with the "Cancel" button. Both will open another New Category window.

Figure 5.1



5.2 Category List

This panel, seen on the left in figure 5.2, displays the various categories that have been created for the business. Clicking on a category will allow the user to edit the category along with adding new sub categories and items.



5.2a New Sub Category

This button, found in the top right of figure 5.2, allows the user to create a new sub category. These are helpful in further dividing a menu into smaller, more manageable chunks. To add a new sub category, simply click on the new sub category button. This will open a new sub category form. From there, the user will need to designate a name, seen on the website, and a display name, seen on the application. A description of the sub category is helpful, but not needed. The user can enter a display sequence to designate its order on the application. A status color can be created using a color palate, it's not necessary but recommended to allow easy finding of different sub categories. The user can also create an image for their sub category. Again, it's not necessary but recommended. To find an image on the user's computer, click the choose file button and search for the image on the file

explorer window that opens. The user can specify which printer the sub category gets printed to and can also assign certain discounts to it. When this is completed, the user can finish their sub category by clicking "Create" or cancel its creation with the "Cancel" button. Both will return the user to the categories screen.

Figure 5.3 Q Search Here Categories ^ New Sub-Category Name * Display Name Description Display Sequence ' Category Color Upload Image Status 1 of 2 checked Choose File No...en Discount (Max size 2 MB) 2 of 3 checked

5.2b Add Item

This Function allows the user to add an item to their category or sub category. This will be the item the customer orders from the menu. To add an item, click the "add item" button to the left of the category or sub category that the item will be under. Clicking the button will open a menu seen in figure 5.4. The user will need to enter a name, to be seen on the website, and a display name seen on the application along with a short name for the printer. Next, the user will select a printer, sales tax option and a discount from a dropdown menu. All of these options allow customization of the item, such as where it prints, what sort of tax to attach to it and what kind of discounts are available. The user also set the price of the item and can set whether it's active or inactive with the toggle. The user can also set a color for the item. It's not required, but is recommended to distinguish different items at a glance. The user can also assign; what course it's under, its characteristics and attribute types. The user can set what category the item is under if the current category isn't satisfactory. The user also has the option to assign a description and upload an image. Both are not required, but at least an image is recommended so that employees can easily order items for customers. To add the item to the category, click the add item button. To cancel its creation, click either the cancel button or the x at the top right.

Figure 5.4

	Add I	tem		8
Name *	Display Nam	e *	Short Name *	
Printer: * 1 of 2 checked	Sales Tax * Select option	5	Discount * 2 of 3 checked	
Price *	Color		Status *	
Course *	New Course	Categor	y *	
Characteristics Select options	New Characteristics	Attribut		
Description		Upload In	Choose File (Max size 2 MB)	
Ad	d Item		Cancel	

5.2c Quick Edit item

This function allows quick and easy editing of items. This can be accessed by the pencil icon to the right of the item's name. The user can edit the item's name, short name, course name, printer and price of the item. To reset the changes, click the arrows in a circle. To update the changes, click the update button.

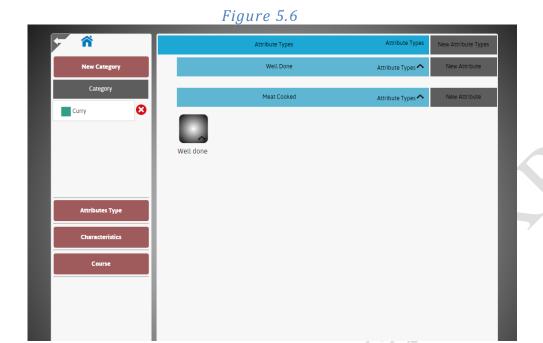
5.2d Edit item

This function allows the user to edit the entire item. This function brings up a window similar to the window for creating a new item. It allows the user to change the various names for the items, the printer it prints orders to, the tax and discounts. It even allows the user to edit the quick edit options such as the price and course name. The user can also edit the description, color of the item and its associated picture. To save any changes made to the item, click the update button, and it will bring the user back to the category list page. To delete any changes and revert the item to its previous state, click the cancel button.



5.3 Attribute Types

This function allows the user to create, edit and delete attribute types for their items. This page can be found on the left sidebar under the category list. Clicking this button will open a window that lists all the attribute types that have been created, along with options to create, edit and delete attribute types.



5.3a New Attribute Types

This function allows the user to create a new attribute type for their items. To create a new item, the user enters in a name for the attribute type, and a display name and sequence for the attribute type, to be seen on the application. The user can enter in a description, color and upload an image as well. These options aren't required, but are recommended to make your application easy to use. The user then selects the modifier type that they want applied to items that take this attribute. When the item is ordered with the new attribute type, the user can specify whether the attribute can be edited on the item, or is mandatory to create it. To finalize the data and to create the new attribute type, click the create button. To delete the information provided, click the cancel button. Both of these buttons will bring the user back to the attribute screen.



5.3b New Attribute

This function allow the user to create a new attribute that can be associated with items such as, well done meat for food items, and colors for clothing. This function can be found to the right of an attribute type seen in figure 5.6. To create a new attribute, the user will enter in a name, to be seen on the website, and a display name, to be seen on the application. The user also enters in a short name that will be sent to the printer when the item is ordered with the attribute along with indicating the display sequence that will control the order in which the attributes are displayed. If there are characteristics created, the user can add them with a dropdown menu. Clicking a characteristic will add it to the attribute and will indicate selected characteristics with a green checkmark. The user can also specify a price for adding the attribute, along with a multi-select toggle that controls whether multiples of the attribute can be added. The user can control how the attribute is seen on the app as well with a description box, color indicator and the ability to upload images. These are not necessary to create the attribute, but are recommended to distinguish attributes quickly. The user can also toggle whether the attribute is active on the app or not with the status toggle switch. The Stock and Sellable UOM, or Unit of Measure, controls how the attribute is stocked and sold. For example, if a customer orders a beer the stock UOM would be in cases while the sellable UOM would be by the bottle. To finalize this new attribute, click the create button. To delete this new attribute, click the cancel button. Both of these buttons returns the user to the attribute list page.



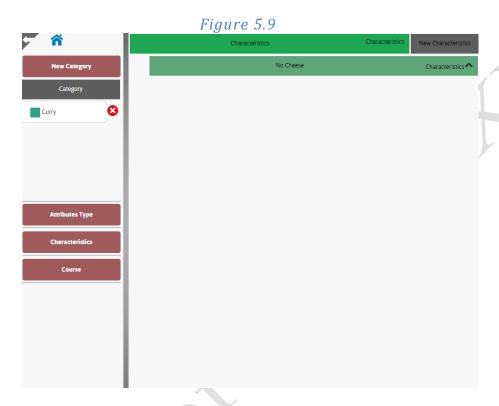
Figure 5.8

5.3c Edit Attribute

This function allows the user to edit an already created attribute. This function can be found by clicking on the attribute that is to be edited. This function opens a window similar to the one in Figure 5.8 and explained in 5.3b, except that it has the information tied to the attribute when the window is opened.

5.4 Characteristics

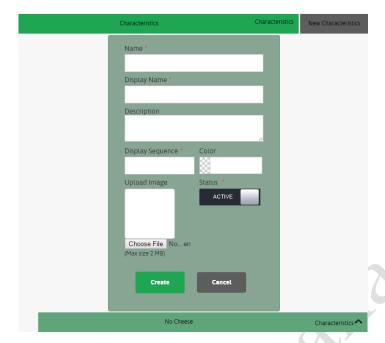
This page allows the user to create new characteristics for their items such as whether the item can be ordered without cheese or whether a piece of clothing has a logo on it. This page can be opened by clicking the "Characteristics" button on the sidebar to the left. Clicking this button opens the list of characteristics that have been created, along with the ability to edit, and create new characteristics.



5.4a New Characteristics

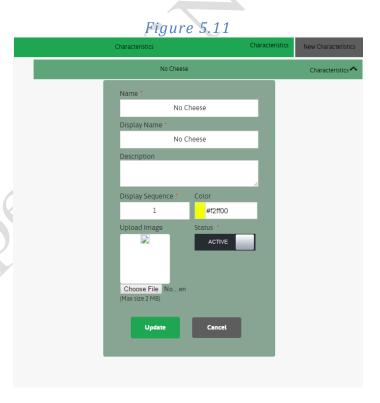
This function allows the user to create a new characteristic for their items and attributes. This window can be opened by clicking the "New Characteristics" button at the top left of the screen seen in figure 5.9. To create a new characteristic, the user will enter a name, seen on the website, and a display name and sequence to control how the characteristic will be seen on the application. A description, color and the ablitity to upload an image are not required to create the new characteristic, but are recommended to help make the characteristic distinguishable from other characteristics that may be created. The user also has the ability to toggle whether the characteristic is active or inactive. To save the new characteristic, click the "create" button. To cancel its creation, click the cancel button. Both of these buttons will return the user to the characteristics page.

Figure 5.10



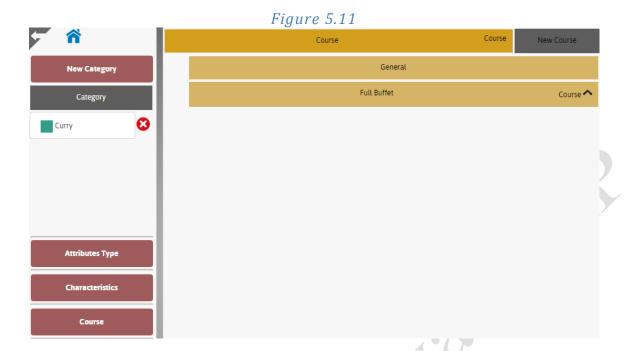
5.4b Edit Characteristics

This function allows the user to edit an existing characteristic seen on the characteristics list. To activate this function, the user can click on the characteristic and it will open a window similar to the one seen in figure 5.10 and explained in 5.4a. The only difference is that the new window has the information about the characteristic in its proper forms.



5.5 Course

This page displays all the different courses items can belong to such as eggs and pancakes belong to a breakfast platter. To open this page, click on the "Course" button found at the bottom left of the left-hand side bar. This will direct the user to the course list page and will allow the user to view, create and edit courses.



5.5a New Course

This function allows the user to create a new course for their items. To access this function, click the "New Course" button found at the top left of figure 5.11. To create a new course, the user will enter a name, seen on the website, and a display name and sequence to control how the item is seen on the application. The user can also add a description, choose a color and upload an image for their course. This is not necessary to create the course, but is recommended to help keep the application organized and easy to use. The user will also need to toggle whether the course is active or not on the application. To save and create a course with the information provided, click the create button. To cancel its creation, click the cancel button. Both of these buttons will return the user back to the course list page.



5.5a Edit Course

This function allows the user to edit an already made course seen on the course list page. This function can be found by clicking on the course to be changed. This will open a window similar to the one in figure 5.12 and explained in section 5.5b. The only difference is that the new window has the information about the course in its proper forms.



6.0 Business Hours

This function allows the user to create and edit the hours their business is open for. This tile is important because none of the functions on the app will work unless it's within the business hours. This function orders each day and allows any set of hours to be set. It even lets the user split the business hours into two sets for a day. Clicking the "Business Hours" tile on the location landing page will direct the user to the page displaying all the hours seen in figure 6.0.

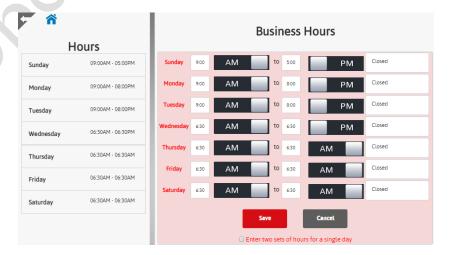
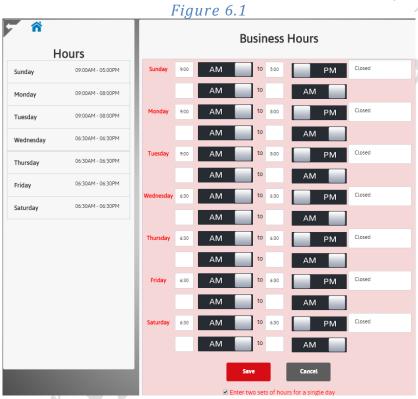


Figure 6.0

6.1 Editing the Business Hours

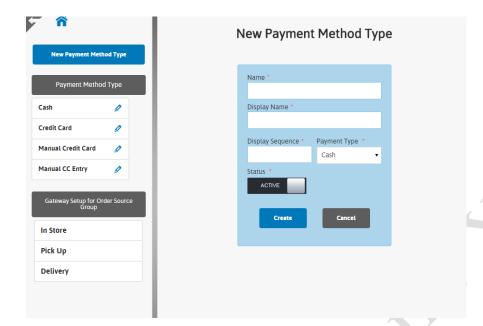
As soon as the user lands on the business hours page, they have immediate control of the business hours. The days are labeled in descending order starting on Sunday. The first form will allow the user to designate when the business opens and is operated through a dropdown menu. The toggle to the right will control whether the time is in the AM or PM. The next form indicates when the business closes and is also operated through a dropdown menu. The toggle to the right of the form controls whether the business closes in the AM or PM. The button to the right of the time control panel controls whether the business is closed during that day. The panel to the left displays the hours as they're currently set. To save the options with the information provided, click the save button. To cancel the changes, click the cancel button. The check box at the bottom of the screen indicates whether the user wants to split when the business is open for. It will open a box seen in figure 6.1. The top row indicates the first times the business is open and closed while the bottom box indicates when the business opens and closes next.



7.0 Payment Options

This function allows the user to create edit and delete the payment options available to customers through the application. Clicking the payment options tile on the location landing page will open a window seen in figure 7.0.

Figure 7.0

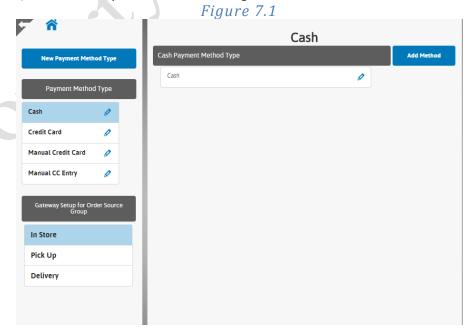


7.0 New Payment Type

This function allows the user to create a new payment type for their application and is the landing page for the "Payment Options" tile on the location landing page. All that is needed to create a new payment type is to give the payment option a name, to be seen on the website, a display name, to be seen on the application, a display sequence, to control the order of the different payment types, a payment type, to allow the customer different options for cash, credit or a manual credit card entry, and a status toggle, to indicate if the payment type is active or inactive. To save the new payment option, click the "Create" button. To cancel its creation, click the "Cancel" button. Both will open a new New Payment Method Type window.

7.1 Payment Method Type

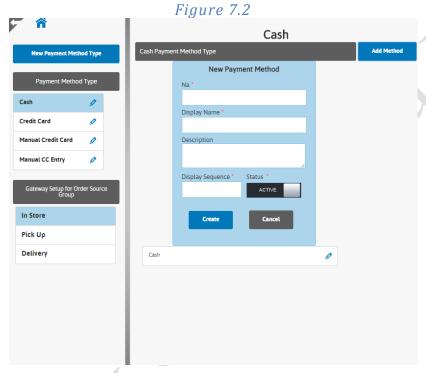
This function allows the user to edit and delete different payment method types. The create Payment Method Types are displayed in the left column by their display sequence order. To open the Payment Method Types editor, click on the pencil icon to the right of the name.



Page 19

7.1a Add Method

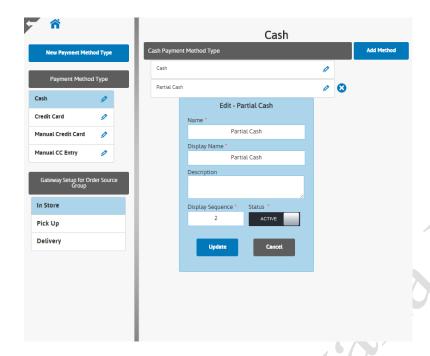
This function allows the user to create a new method for the Payment Method Type. To open this window, click on the "Add Method" button to the top right of the screen. This will open a window seen in figure 7.2. All that is needed to create the payment type is a name, for the website, a display name, for the app, the display sequence, to control the order of the different methods on the app, and to toggle whether the status of the method is active or inactive. A description can be added though it's not necessary to create the method. Though it is recommended just to make the app more clear for users of the application. To create an instance of the desired method with the information provided, click the "Create" button. To cancel it's creation, click the "Cancel" button. Both of these buttons will direct the user to the list of payment methods for the payment method type selected.



7.1b Edit Method

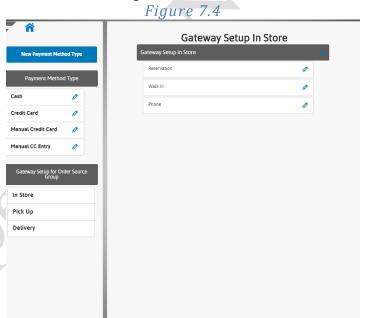
This function allows the user to edit a previously made method. This can be accessed by clicking on the pencil option to the right of the method that is to be changed. This will open a window similar to the one explained in 7.1a and shown in figure 7.2. The difference is that the methods information is displayed in the forms as shown in figure 7.3. Also, you can only delete or deactivate custom made methods. You can delete custom made methods by clicking the x to the right of the methods name.

Figure 7.3



7.2 Gateway Setup for Order Source Group

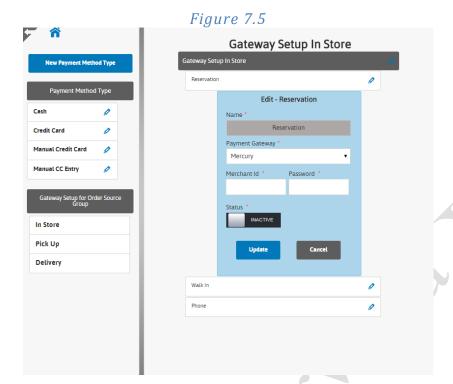
This function allows the user to setup how the different order sources, such as in store reservations, use payment gateways for payment. Clicking on one of the different Order Sources on the left-hand panel will open that Order Source's editor seen in figure 7.4.



7.2a Edit Order Source

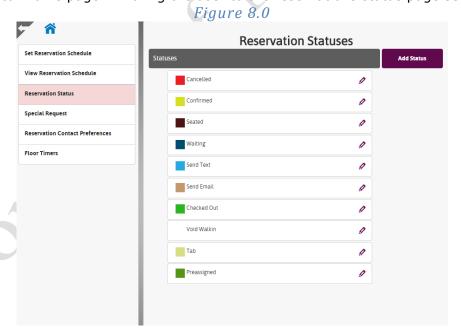
This function allows the user to edit the different order sources. To open this window, click on one of the order sources. It will open a window seen in figure 7.5. Users can only edit the order sources and cannot change their name. Users can, however, change the order sources Payment Gateway, which controls if digital purchases are handled by a third party payment service, and whether the status of the gateway option is active or inactive. If the user decides to add a payment gateway, they will need to enter their username and password for the payment options site.

To save these changes, click the "Update" button. To delete these changes, click the "Cancel" button. Both buttons will return the user back to the Gateway Setup page.



8.0 Reservations

This function allows the user to add, remove and edit; reservation status, special requests, reservation contact preferences, floor timers and set and view reservation schedules. Clicking on the reservations tile on the location editor home page will bring the user to the reservations status page seen in figure 8.0.

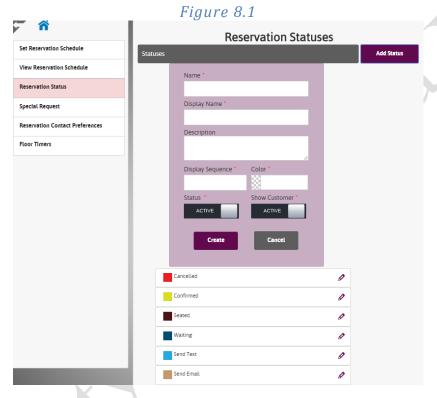


8.1 Reservation Status

This function allows the user to add, remove and edit reservation statuses to keep track of the different parties that make reservations for the business. This is the screen the user lands on when they click the Reservations tile on the location landing page. The different statuses are displayed in ascending order depending on their display sequence.

8.1a Add Status

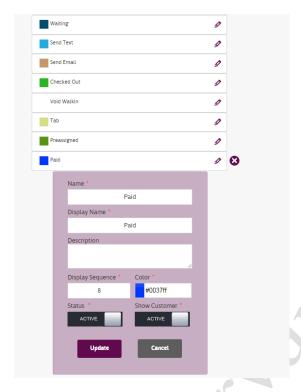
This function allows the user to add new reservation statuses. It can be opened by clicking the "Add Status" button at the top right of the screen seen in figure 8.0. From here, to create a new status the user first will enter a name for the status, seen on the website, and a display name, to be seen on the application. The user can also add a description of the status. This isn't necessary to create the status, but is recommended to help keep the app easy to use. The user then adds a display sequence number, to control the order of the statuses, and a color to help differentiate the status from the others and to be shown on the restaurant floor on the table they sit at. After, the user enters the whether the status is active or inactive and toggles whether they want the status to show the customer on the application. To create the new status, click the "Create" button. To delete the current status, click the "Cancel" button. Both of these buttons will return the user to the reservation status list.



8.1b Edit Status

This function allows the user to edit existing reservation statuses. To activate this function, click the pencil icon to the right of the reservation status. This will open a window shown in figure 8.2 and similar to the window described in 8.1a. The difference depends on the status. If the user selects on of the default statuses, then the user can do everything except make it active or inactive, or toggle whether the status shows the customer. When the changes are complete, click the "Update" Button. To revert the status to its previous state, click the "Cancel" button. To delete a custom-made status, click the x to the right of the editor button next to the status to be deleted.

Figure 8.2



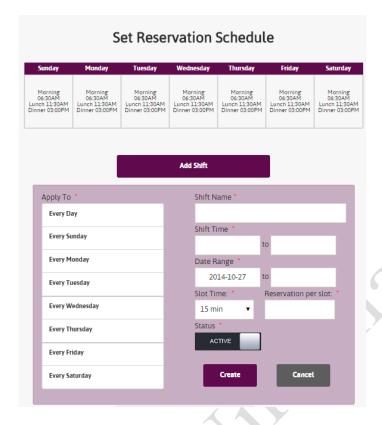
8.2 Set Reservation Schedule

This function allows the user to add, edit and delete reservation schedules for their business. This function can be found on the left sidebar under the "Set Reservation Schedule" button. This page displays all the reservations that have been created and allows the user to edit and delete previously created ones.

8.2a Add Shift

This function allows the user to add a new reservation shift for customers to sign up for. To access this function, click on the "Add Shift" button under the weekly schedule. It will open a window seen in figure 8.3. To add a new shift, the user will start with giving a name to the shift. Next the user will set the time period and dates the shift will be open for. Then, the user will indicate how long the shift is open for and how many reservations can be taken for the time. The user can make the shift active or inactive with the status toggle. The user can also set a frequency with the "Apply To" list in the left column. The user can select when the shift is open by clicking the frequency they want and a green checkmark will appear next to the choice. To save the shift with the information provided click the "Update" button. To cancel creating the shift, click the "Cancel" button. Both of these options will return the user back to the Set Reservation Schedule screen.

Figure 8.3



8.2b Edit Shift

This function allows the user to edit existing shifts seen on the Set Reservation Schedule page. This function is accessed by clicking the pencil icon next to the shift to be edited. This will bring a window shown in figure 8.4 and is similar to adding a new shift explained in 8.2a. The difference is that all the information for the selected shift is filled into the various forms. To save any changes made to the shift, click the "Update" button. To delete the changes to the shift, click the "Cancel" button. Both buttons will return the user to the Set Reservation Schedule screen. Users can also delete whole shifts by clicking the x to the right of the shifts name.

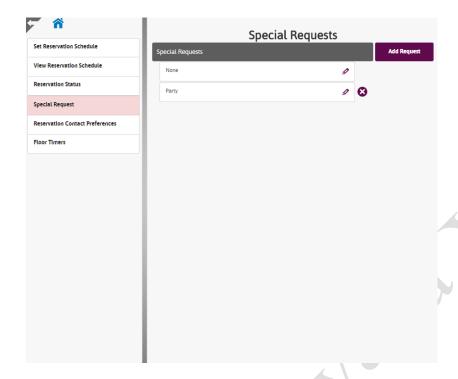
8.3 View Reservation Schedule

This page displays all of the reservation shifts that are available in a calendar form. The user can find this page by clicking on the "View Reservation Schedule" button on the left side column. The calendar automatically shows the current day and it's month. Users can change between month, week and day views by clicking the corresponding button at the top of the screen to the right of the calendars title. Users can also switch between different months weeks and days by clicking either the left or right facing arrow at the top right of the screen. Users can edit shifts for specific days by clicking on the shift's name. The user can; set when there cannot be reservations for that shifts time, close the shift entirely, change the shifts time period, and the user can apply these changes to different frequencies of the shift.

8.4 Special Request

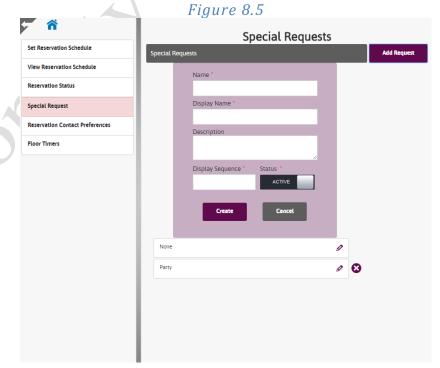
This function allows the user to create special requests the customer can create such as birthday or surprise parties. The user can add, delete and edit special requests with this function. To access this function, click on the special request button on the left sidebar.

Figure 8.4



8.4a Add Request

This function allows the user to create a new special request. This can be accessed by clicking the "Add Request" button at the top right of the screen. It will open a window seen in figure 8.5. To create the Special Request, the user first enters a name, to be seen on the website, and a display name, to be seen on the application. The user can add a description of the special request. Although it's not required to create the new special request, it is recommended to make the app easy to use. The user then indicates a display sequence, to control how the special request is displayed on the app, and indicates whether the special request is active or not. To create the special request with the information provided, click the "Create" button. To delete the information and cancel the creation of the new special request, click the "Cancel" button. Both buttons return the user to the special request list.



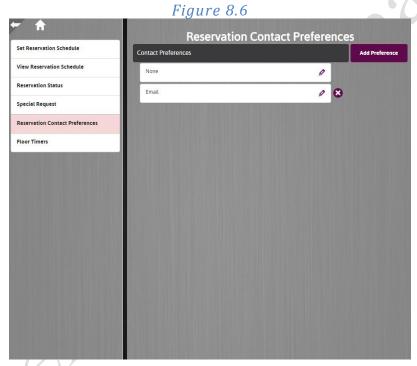
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8.4b Edit Request

This function allows the user to edit an already made Special Request. To access this function, click on the pencil icon to the right of the special request's name. This will open a window seen in figure 8.6 and similar to the one explained in section 8.4a. The difference is that the window contains all the information for the special request. To save the changes to the special request, click the "Update" button. To cancel the changes, click the "Cancel" button. Both buttons return the user to the Special Request list. Users can also delete Special Requests by clicking the x to the right of the edit request pencil icon.

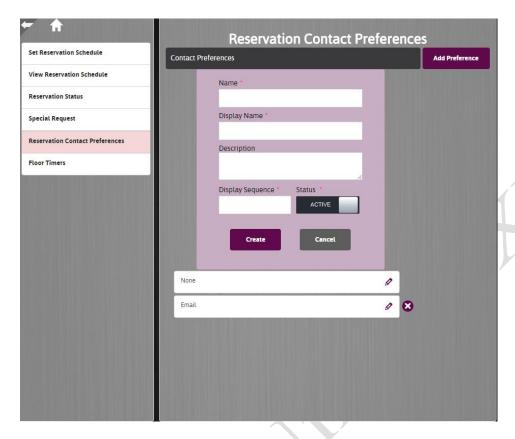
8.5 Reservation Contact Preferences

This function allows the user to create, edit and delete Reservation Contact Preferences. This creates a new option when creating new reservations for a contact preference for the customer to choose. To select this option, select the "Reservation Contact Preferences" button on the left sidebar. Clicking this button will open the window seen in figure 8.6



8.5a Add Preference

This button allows the user to create a new contact preference. This function can be accessed by clicking the "Add Preference" button at the top right of the screen. Clicking this button will open a window seen in figure 8.7. This window gives the user the forms to create the new preference. Enter a name, for the website, and a display name, for the application. A description of the preference can be added, but isn't required. Then enter its display sequence and toggle its status to either active or inactive. To accept the information, press the "create" button. To cancel the preference, click the cancel button. Both of these options will return the user back to the Reservation Contact Preference list.



8.5a Edit Preference

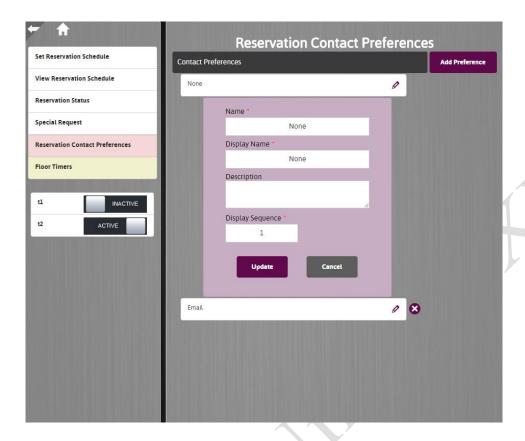
This function allows the user to edit the information associated with any created contact preference. To access this function, click the pencil icon to the right of the contact preferences name. This will open a window similar to the one seen in 8.7, except it will display all of the information associated with the preference. To change any of the fields, click on the field that is to be changed and enter in the new information. Clicking the "update" button will change the information of the contact preference to the information entered. Clicking the "cancel" button will delete the changes made to the contact preference and leaves the information the same. Both of these buttons will return the user to the Reservation Contact Preference list.

8.5a Delete Preference

This function allows the user to delete a custom contact preference. This function can be accessed by clicking the "x" button to the right of the contact preference. This will remove and delete the contact preference from both the website's list and the application. Once this action is completed, it cannot be undone.

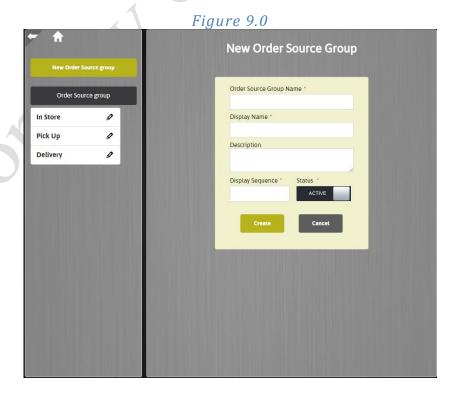
8.6 Floor Timers

This function allows the user to toggle the timers for all floors of their business. To access this feature, click the "Floor Timers" button in the left sidebar. Clicking this button will open a list containing the floors in the business along with toggle buttons to the right of them, similar to the one seen in figure 8.7. The toggles to the right of each floor will make the floor timer either active or inactive. This function will be shown in the left sidebar no matter which reservation option is open as well.



9.0 Oder Source

This tile allows the user to add order sources to their application. This will create a new way for customers to order products from the business. To access this tile, click on the order source tile on the home screen. Clicking this will open a screen similar to the one seen in figure 9.0. This will be the order source landing page. It will give access to the ability to create new order sources, and to edit default and custom order sources and the ability to delete custom order sources.



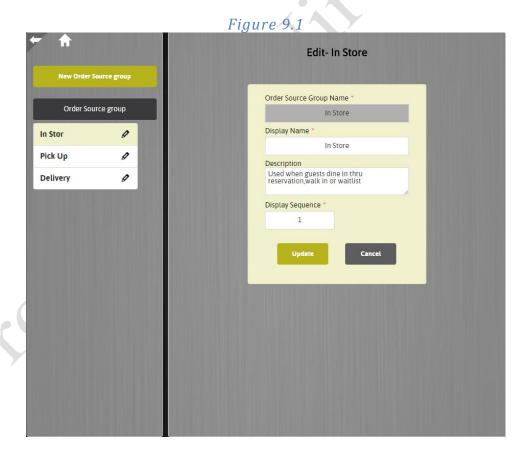
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9.1 New Order Source Group

This is the screen allows the user to create new order source groups for their application. This is also the landing page for the order source tile from the home screen and can be seen in figure 9.1. Order sources contain all of the options to control what each order from that group does such as statuses. To create a new order Group, simply enter in a group name for the website, then one for the applications display. A description of the group can be added, but isn't necessary to create the group. Then enter a display sequence and toggle the status to active or inactive. Clicking "Create" will make a new order group with the information provided. Clicking "Cancel" will abort the creation of the new status group and will clear the information provided. After either option is selected, the user will be redirected to a New Order Source Group screen.

9.2 Edit Order Source Group Details

This is the screen allows the user to edit the Order Source Group's information and details. To access this function, click on the pencil icon to the right of the Order Source Group that is to be changed. This will open a screen similar to the one seen in figure 9.1. All of the information about the Order Source Group is displayed in their respective forms. To change any of the fields, click on the form and enter in the new detail. Users can change the name of the Group for the website and the status of Groups only on custom made groups the user creates. Otherwise, the user will be able to change the display name, description, and display sequence. To save the changes made to the group, click the "Update" button. To abort the changes, click the "Cancel" button.



9.3 Edit Order Source Group

This is the screen allows the user to edit how the Order Status Group creates new orders and the statuses that can be assigned to orders. This can be accessed by clicking the name of the Order Source Group. This will open a screen seen in figure 9.2.

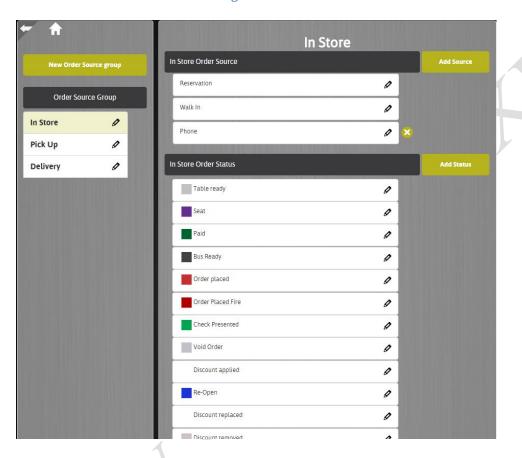


Figure 9.2

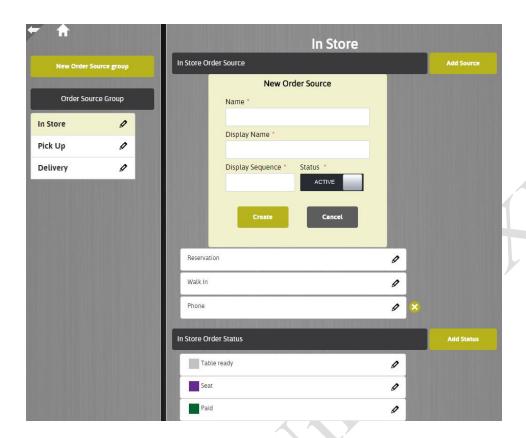
9.3a Edit Order Source Group: Order Sources

This function allows the user to change which order sources the order group can access orders from. Users can add, delete and edit Order Sources.

9.3b Edit Order Source Group: Add Order Sources

This function allows the user to add new Order Sources for the Order Source Group to access orders from. To access this function click on the "Add Source" button to the right of the Order Source Group's "Order Source" list. This will open a screen similar to the one in figure 9.3. This screen will allow the user to enter in the information to create a new order source. Enter in a name for the website and application, the sources display sequence, and toggle whether it is active or inactive. To create a new order source, click the create button. To abort it's creation, click the "Cancel" button. Both of these buttons will return the user back to the Order Source Group's source and status list.

Figure 9.3



9.3c Edit Order Source Group: Edit Order Sources

This function allows the user to edit order statuses for each order source group. To access this function, click on the pencil icon to the right of the order source. This will open a screen similar to the one seen in figure 9.4 except it will display the information associated with the Order Source. Users can change the information associated with an Order Source, by editing the form. Users can click "Update" to save the changes made to the Order Source, or they can abort the changes by clicking "Cancel". These will both return the user to the Order Source Group's information list.

9.3d Edit Order Source Group: Delete Order Sources

This function allows the user to delete custom made order sources. To access this function, click on the red x button to the right of the custom order source. This will delete the order source and cannot be undone.

9.3e Edit Order Source Group: Order Status

This table displays all of the statuses the Order Source Group has associated with it. Users can find this table below the Order Source list. Users have the ability to add, delete and edit Order Statuses.

9.3f Edit Order Source Group: Add Order Status

This function allows the user to add a new status to the Order Source Group. To access this function, click on the "Add Status" button next to the Order Status title. Clicking this will open a screen similar to the one seen in figure 9.4. From here users can create information about the status. Users enter in a Name, for the website, and a Display Name, for the application. A description and an image can be added, but is not necessary to

create the Order Status. The user then designates it's; display sequence number, a color, status, and whether the servers are the only ones who can access it. Users can either save the entered information with the "Create" button, or can abort it's creation with the "Cancel" button. Both of these functions return the user back to the Order Source Groups order status page.

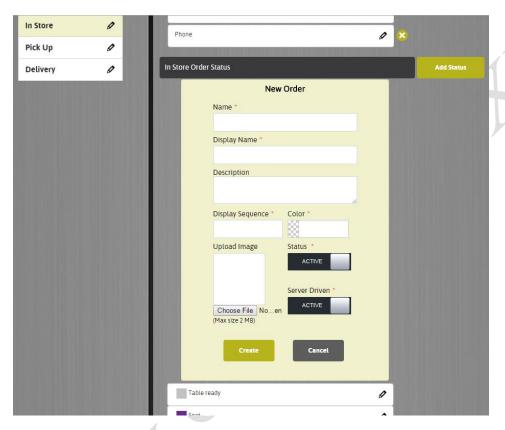


Figure 9.4

9.3g Edit Order Source Group: Edit Order Status

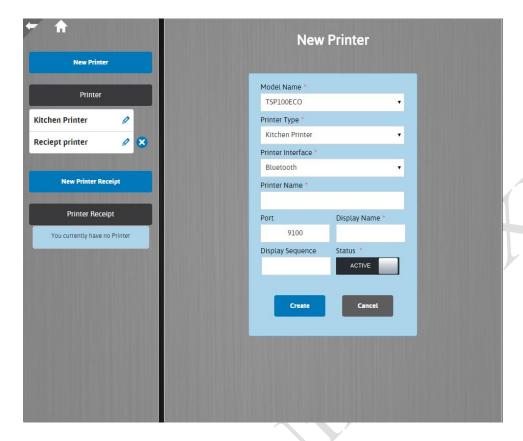
This function allows the user to change the information associated with each Order Status. This function can be found by clicking the pencil icon to the right of the Order Status. This will open a screen similar to the one seen in figure 9.4, except the information about the Order Status will be presented in their forms. Users can change any information on custom made Order Statuses, and can change everything but the Name of default Order Statuses. To save the changes, click the "Update" button. To abort the changes, click on the "Cancel" button. Both of these buttons return the user back to the list of Order Statuses.

9.3h Edit Order Source Group: Delete Order Statuses

This function allows the user to delete custom made order statuses. To access this function, click on the red x button to the right of the custom order status. This will delete the order status and cannot be undone.

10.0 Printer

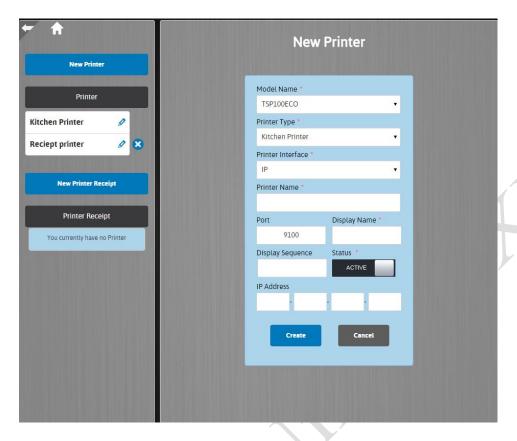
This function allows the user create, edit and delete their printer connections to the application. Clicking the printer button, users will be directed to the page seen in figure 10.0.



10.1 New Printer

This function allows the user to create new printer connections for the application to use. This is also the landing page for the printer button from the home screen and can be seen in figure 10.0. To add a new printer, users must know their printer's model name and what kind of connection it uses. Users are automatically directed to a printer page that connects through Bluetooth. To change the interface to a printer that connects with an IP, click the printer interface dropdown menu and select IP. This will direct the user to a page that has an IP input seen in figure 10.1. After selecting which interface the printer uses, select the printer's model name and choose what type of printing it does. Each printer type can be only be used when a function has designated it as its printer. For example, the payment screen might print to a different printer than the clock-in / clock-out printer would. Then designate the printer's name as would be seen on the website, and it's display name for the application. Using the Bluetooth interface, the user will enter in the printer's port. Using the IP interface, the user will enter in the IP address of the printer. For most printers, the port that is already entered into the form will be the same. Then the user can enter in a display sequence number, and then designate if the printer is active or inactive. To save the new printer, click the "Create" button. To abort it, click the "Cancel" button.

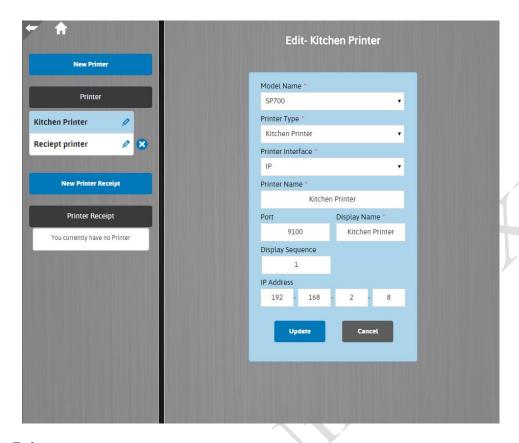
Figure 10.1



10.1a Edit Printer

This function allows the user to modify the printers found in the left panel. To access this function, click on the pencil icon to the right of the printer's name. This will open a screen similar to the one found in figure 10.2. Users will be directed to this page with the information associated with the printer. Users can edit any of the information found on this page. To find a page with the IP interface options, click on the dropdown form under "Printer Interface" and select "IP". To save these changes, click the "Update" button. To abort the changes, click the "Cancel" button. The "Update" button saves the changes to the printer and the user returns to the printer's page. The "Cancel" button directs the user to the home screen.

Figure 10.2



10.1b Delete Printer

This function allows the user to delete custom made printers. To access this function, click on the x button to the right of the printer's name. Performing this function will permanently delete the printer and cannot be undone.

10.2 New Printer Receipt

This function allows the user to create new printer receipt. This function can be found by clicking on the "New Printer Receipt" button below the list of printers. This will open a screen similar to the one found in figure 10.3. Users enter in a name for the printer, the message's alignment and position, it's display sequence and toggle whether the printer receipt is active or inactive. The display name and value will be output to the printer when the receipt is printed. Users can preview what the message looks like when printer using the "Preview" button. Looking at the screen seen in figure 10.4, the message output will be the printer's name, a ":" and then the value. To save the changes, click the "Create" button. To abort the changes, click the "Cancel" button. The "Create" button will save the changes and return the user to the same page. The "Cancel" button will redirect the user back to the home screen.

Figure 10.3

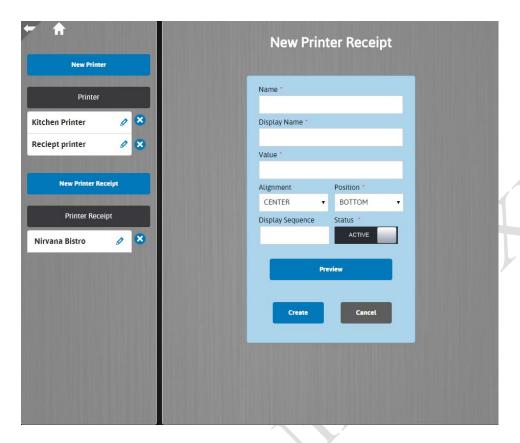
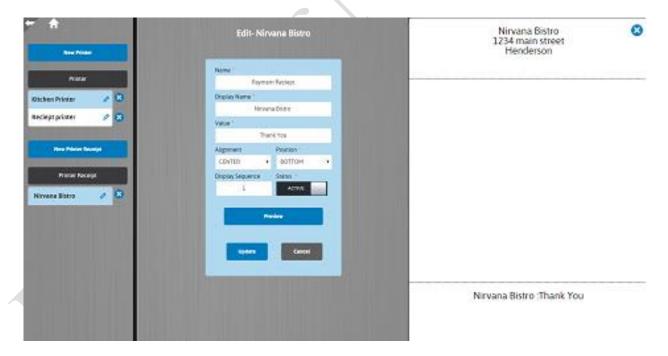


Figure 10.4



10.2a Edit Printer Receipt

This function allows the user to modify their printer receipts. To access this function, click on the pencil icon to the right on the printer receipt's name. This will open a screen similar to the one seen in figure 10.5 that displays all of the information associated with the printer receipt. To change any entry, click on it's form and enter in the new information. To save the changes, click the "Update" button. This will save the information

and return the user to the same page. To abort the changes, click the "Cancel" button. This will direct the user to the home screen.

Figure 10.4 **Edit- Nirvana Bistro** New Printer Printer Payment Reciept Display Name Kitchen Printer Nirvana Bistro Reciept printer Thank You New Printer Receipt Position * CENTER воттом Printer Receipt Display Sequence Status * Nirvana Bistro Preview

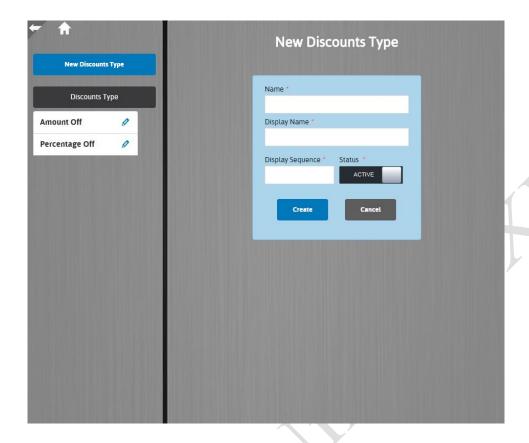
10.2c Delete Printer Receipt

This function allows the user to delete custom made printer receipt. To access this function, click on the x button to the right of the printer receipt's name. Performing this function will permanently delete the printer receipt and cannot be undone.

11.0 Discount

This function allows the user create, edit and delete their discount options to the application. Clicking the "Discount" button, users will be directed to the page seen in figure 11.0.

Figure 11.0



11.1a New Discount Type

This function allows the user to create a new discount type to apply to a payment. This function is found in figure 11.0 and is the landing page for the "Discount" tile on the home screen. Enter in a Name, Display Name, and a Display Sequence, toggle whether the type is active or inactive. To save the New Discount Type, click the "Create" button. This will save the Discount Type and refresh the page with the new Discount Type displayed in the Discount Type list. To delete the new Discount Type, click the "Cancel" button. This will direct the user to the home screen.

11.1b Edit Discount Type

This function allows the user to edit the information associated with each discount type. This function can be found by clicking on the pencil icon to the right of the discount type. This will open a screen similar to the one seen in figure 11.0 except the information for the discount type will be entered into the respective forms. Users can change any information in custom made Discount Types. Users can change any information in the default types except for the Name. To save any changes, click the "Update" button. This will change the Discount Type and return display the Discount Type and update changed forms. To delete the changes, click the "Cancel" button. This will direct the user to the home screen.

11.1c Delete Discount Type

This function allows the user to delete custom made Discount Types. This function can be accessed by clicking the "X" button to the right of the Discount type. This will permanently delete the Discount Type and cannot be undone.

11.2 Discount Type Discounts

This function displays discounts for the discount type where the user can create, edit and delete discounts. This can be accessed by clicking on the name of the discount type and will display a screen similar to the one seen in figure 11.1.

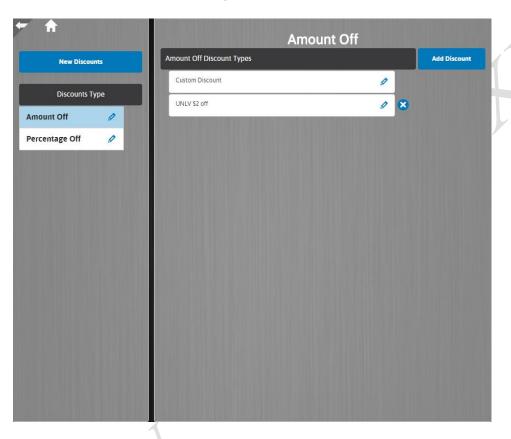
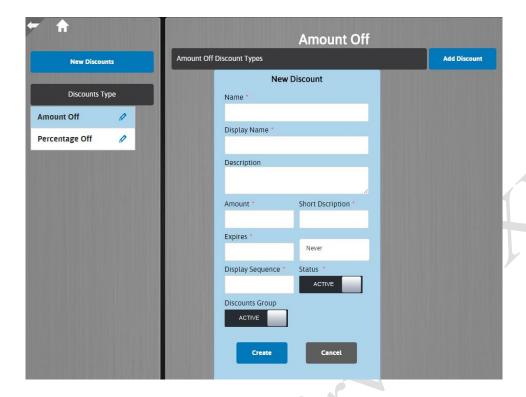


Figure 11.1

11.2a Add Discount

This function allows the user to create a new Discount for the Discount Type. This can be accessed by clicking on the "Add Discount" button at the top right of the screen. This will open a screen similar to the one seen in figure 11.2. Here, the user can enter in; a Name and display name, an optional description, the amount the discount is, a short description for the printer, expiration date, a display sequence, and can toggle whether the status and discount group is active or inactive. To save the New Discount, click the "Create" button. This will direct the user to the Discount Type Discount List. To delete the new Discount, click the "Cancel" button. Both of these buttons will direct the user to the Discount Type Discount List.

Figure 11.2



11.2b Edit Discount

This function allows the user to edit Discount Type Discounts. This function can be found by clicking on the pencil icon to the right of the Discount. This will open a screen similar to the one seen in figure 11.2 except the information about the Discount are filled in. Users can change the information by clicking on the form and entering in the new information. To save the changes, click the "Update" button. To abort the changes, click on the "Cancel" button. These buttons will both direct the user to the Discount Type Discount list.

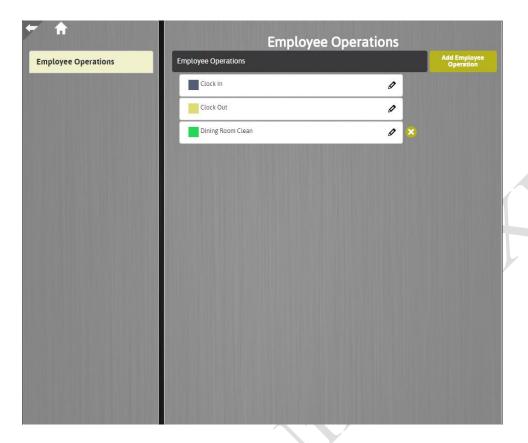
11.2c Delete Discount

This function allows the user to delete custom made Discount Type Discounts. This function can be found by clicking on the "x" icon to the right of the Discount. This will permanently delete the Discount and cannot be undone.

12.0 Employee Operations

This function allows the user create, edit and delete the operations their employees can do on the application. Clicking the employee operations button on the home screen, users will be directed to the page seen in figure 12.0.

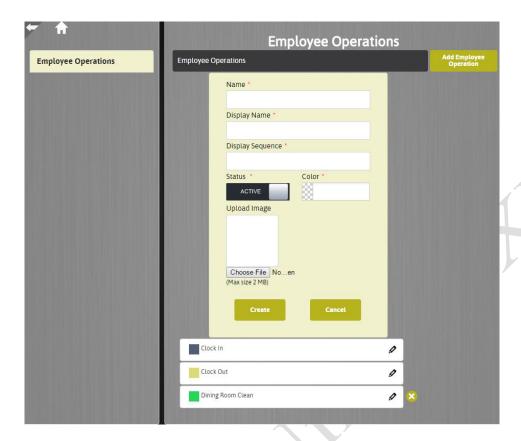
Figure 12.0



12.1 Add Employee operation

This function allows the user to create a new Employee Operation. This can be found by clicking on the "Add Employee Operation" button. This will open a screen similar to the one seen in figure 12.1. Here, users can enter in; a name, display name and sequence, a color, and can also toggle whether the status is active or inactive and can upload an image to represent the operation. To save the new Employee Operation, click the "Update" button. To delete the Operation, click the "Cancel" button. These will both direct the user to the list of Employee operations.

Figure 12.1



12.1a Edit Employee operation

This function allows the user to edit an Employee Operation. This can be found by clicking the pencil button to the right of the Employee Operation. This will open a screen similar to the one seen in figure 12.1 except the information about the Employee operation will be displayed in their respective forms. Users can change the Employee Operation by clicking on the form and entering in the new information. To save the changes to the Employee Operation, click the "Update" button. To delete the changes to the Employee Operation, click the "Cancel" button. These will both direct the user to the list of Employee Operations.

12.2c Delete Employee Operation

This function allows the user to delete custom made Employee Operations. This function can be found by clicking on the "x" icon to the right of the Employee Operation. This will permanently delete the Employee Operation and cannot be undone.

13.0 Tax

This function allows the user create, edit and delete their tax options to the application. Clicking the "Tax" button, users will be directed to the page seen in figure 13.0.

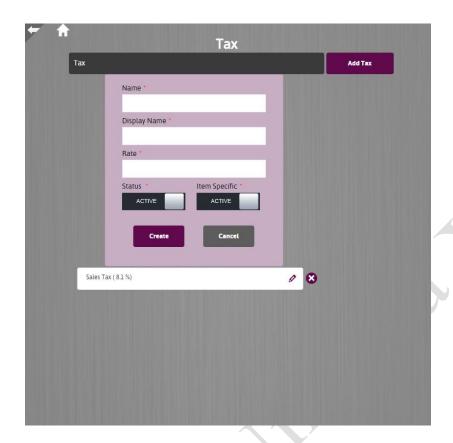
Figure 13.0



13.1 Add Tax Option

This function allows the user to create a new Tax option. This screen is can be accessed by clicking the "Add Tax" button and is similar to the screen seen in figure 13.1. Here, users can enter in; a name, display name, a tax rate, and can toggle whether the tax option is active or inactive and whether the tax is item specific. To save the new Tax option, click the "Create" button. To delete the new Tax option, select the "Cancel" button. Both of these buttons will return the user to the Tax list.

Figure 13.1



13.1a Edit Tax Option

This function allows the user to edit a tax option. This can be found by clicking the pencil button to the right of the Tax option. This will open a screen similar to the one seen in figure 13.1 except the information about the Tax option will be displayed in their respective forms. Users can change the Tax Option by clicking on the form and entering in the new information. To save the changes to the Tax option, click the "Update" button. To delete the changes to the Tax option, click the "Cancel" button. These will both direct the user to the list of Tax Options.

12.1b Delete Tax Option

This function allows the user to delete custom made Tax options. This function can be found by clicking on the "x" icon to the right of the Tax option. This will permanently delete the Tax option and cannot be undone.