



Administrator Guide

Venue configuration: Manage, integrations, and advanced settings.

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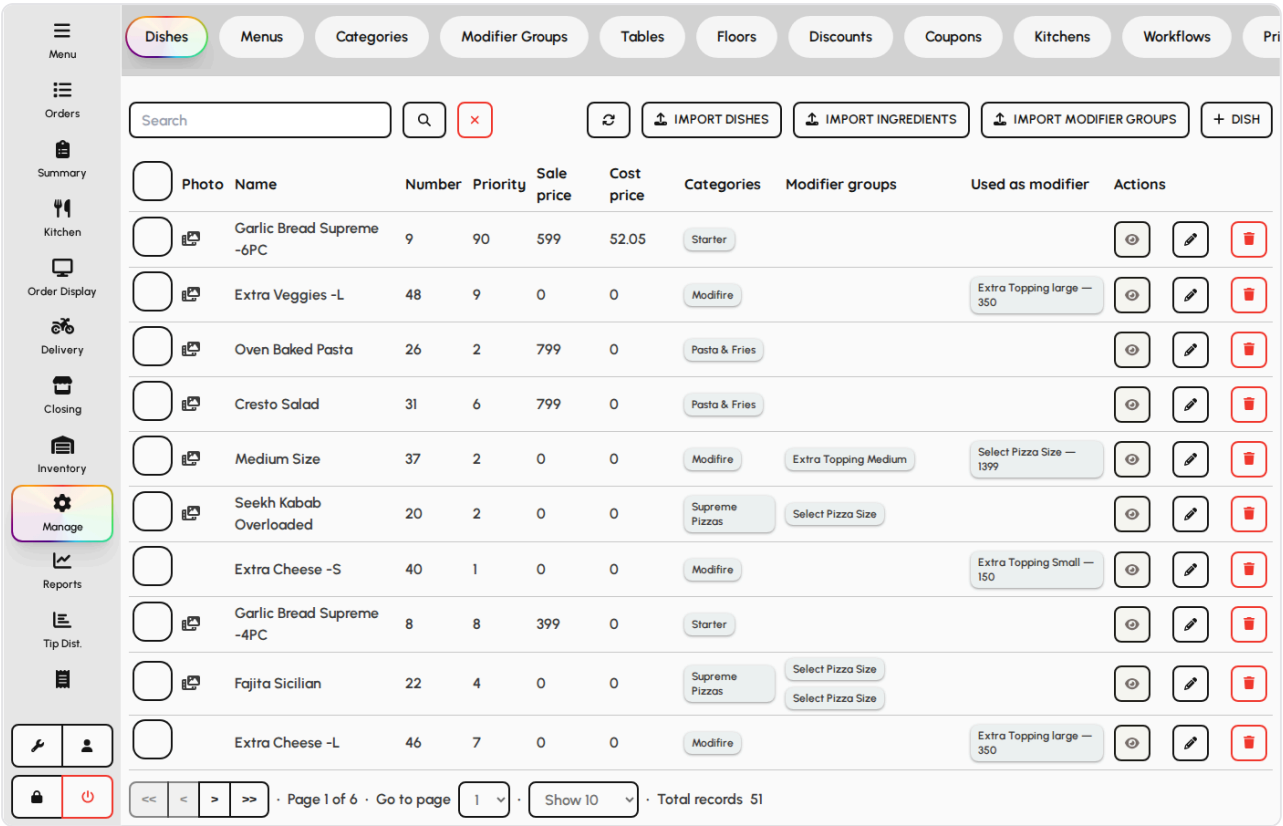
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Manage overview

Manage is the administrator hub for venue configuration. Open it from the sidebar to maintain dishes, menus, floors, users, taxes, discounts, kitchens, printers, and more.

Open Manage

- 1. Sign in with a user that has administrator access.
- 2. Tap Manage in the sidebar (gear icon area for admin roles).
- 3. The screen opens on the Dishes tab by default.

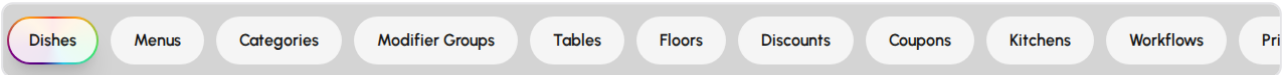


Manage screen with tab bar and content panel.

Tab navigation

Tabs group related settings. Switching tabs may require manager PIN approval depending on your role.

- 1. Scroll the tab bar horizontally when many tabs are visible.
- 2. Tabs cover menus, floor plan, promotions, kitchen routing, printing, payments, and users.
- 3. Each tab opens its own maintenance table or form list.
- 4. The selected tab is highlighted with the primary gradient.



Manage tab bar.

Dishes tab (default)

- 1. Dishes lists every sellable item with number, name, and price.
- 2. Use Add, Edit, Import, or bulk actions when your role allows.
- 3. Search and pagination help find items in large menus.

Search

Q

X

↺

IMPORT DISHES

IMPORT INGREDIENTS

IMPORT MODIFIER GROUPS

+ DISH

Photo	Name	Number	Priority	Sale price	Cost price	Categories	Modifier groups	Used as modifier	Actions
	Garlic Bread Supreme -6PC	9	90	599	52.05	Starter			
	Extra Veggies -L	48	9	0	0	Modifire		Extra Topping large — 350	
	Oven Baked Pasta	26	2	799	0	Pasta & Fries			
	Cresto Salad	31	6	799	0	Pasta & Fries			
	Medium Size	37	2	0	0	Modifire	Extra Topping Medium	Select Pizza Size — 1399	
	Seekh Kabab Overloaded	20	2	0	0	Supreme Pizzas	Select Pizza Size		
	Extra Cheese -S	40	1	0	0	Modifire		Extra Topping Small — 150	
	Garlic Bread Supreme -4PC	8	8	399	0	Starter			
	Fajita Sicilian	22	4	0	0	Supreme Pizzas	Select Pizza Size Select Pizza Size		
	Extra Cheese -L	46	7	0	0	Modifire		Extra Topping large — 350	

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1

 ·

Show 10

 · Total records 51

Dishes maintenance table.

Menus, categories, and dishes

Configure what appears on the ordering screen: dishes, menu groupings, and categories.

Dishes

1. Open the Dishes tab.
2. Create or edit dishes with price, categories, modifiers, and recipes.
3. Import CSV files for bulk dish or ingredient updates when needed.

Menu

Orders

Summary

Kitchen

Order Display

Delivery

Closing

Inventory

Manage

Reports

Tip Dist.

Dishes

Menus

Categories

Modifier Groups

Tables

Floors

Discounts

Coupons

Kitchens

Workflows

Pr...

Search

Q

X

IMPORT DISHES

IMPORT INGREDIENTS

IMPORT MODIFIER GROUPS

+ DISH

Photo	Name	Number	Priority	Sale price	Cost price	Categories	Modifier groups	Used as modifier	Actions
	Garlic Bread Supreme -6PC	9	90	599	52.05	Starter			
	Extra Veggies -L	48	9	0	0	Modify		Extra Topping large — 350	
	Oven Baked Pasta	26	2	799	0	Pasta & Fries			
	Cresto Salad	31	6	799	0	Pasta & Fries			
	Medium Size	37	2	0	0	Modify	Extra Topping Medium	Select Pizza Size — 1399	
	Seekh Kabab Overloaded	20	2	0	0	Supreme Pizzas	Select Pizza Size		
	Extra Cheese -S	40	1	0	0	Modify		Extra Topping Small — 150	
	Garlic Bread Supreme -4PC	8	8	399	0	Starter			
	Fajita Sicilian	22	4	0	0	Supreme Pizzas	Select Pizza Size Select Pizza Size		
	Extra Cheese -L	46	7	0	0	Modify		Extra Topping large — 350	

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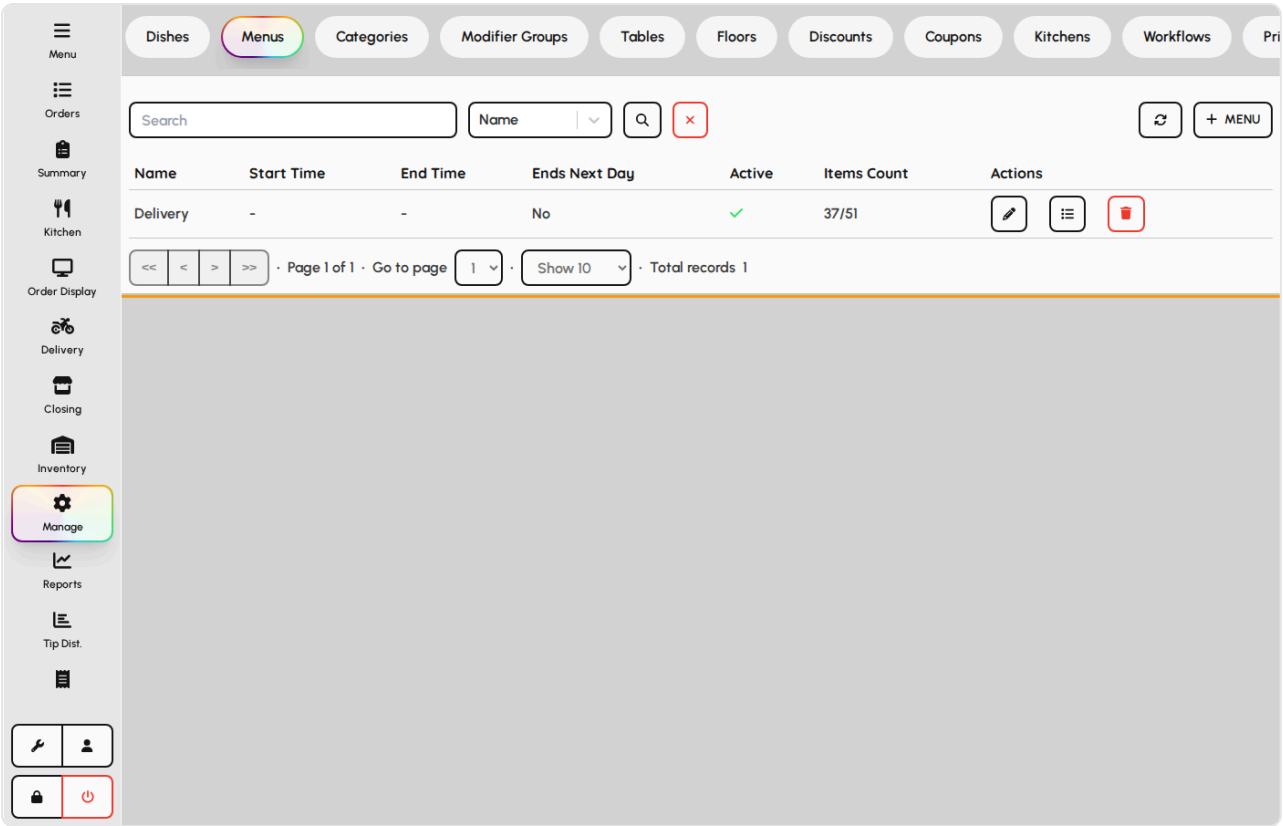
 · Show 10 · Total records 51

Dishes tab.

Menus

Menus control which dishes are visible on each service period or channel.

- 1. Open the Menus tab.
- 2. Assign dishes to menus and set availability windows.
- 3. Save changes so floor staff see updated items on the Menu screen.



Menus tab.

Categories

1. Open the Categories tab.
2. Group dishes for navigation on the ordering screen.
3. Reorder categories to match how staff browse the menu.

The screenshot displays the 'Categories' management screen. At the top, a horizontal navigation bar includes tabs for Dishes, Menus, Categories (selected), Modifier Groups, Tables, Floors, Discounts, Coupons, Kitchens, Workflows, and Pri. Below this, a search bar and a dropdown menu for 'Name' are visible, along with buttons for 'Q', 'X', 'IMPORT CATEGORIES', and '+ CATEGORY'. The main area is a table with the following data:

	Name	Show in menu	Priority	Actions
☐	Classic Pizzas	✓	2	
☐	Drinks	✓	6	
☐	Deals	✓	3	
☐	Supreme Pizzas	✓	3	
☐	Desserts	✓	5	
☐	Pasta & Fries	✓	4	
☐	Starter	✓	1	
☐	Modifire	✓	8	

At the bottom of the table, there are pagination controls: '<<' '<' '>' '>>' · Page 1 of 1 · Go to page 1 · Show 10 · Total records 8. The left sidebar contains icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. At the bottom left, there are icons for a wrench and a person, and a lock and a power button.

Categories tab.

Modifier groups

Modifier groups define optional add-ons, sizes, and nested choices shown when staff customize a dish.

1. Open the Modifier groups tab.
2. Create groups with modifiers, prices, and optional next-group rules.
3. Assign groups to dishes so the cart shows the correct customization flow.

The screenshot shows the 'Modifier Groups' tab selected in a restaurant management system. The interface includes a sidebar with various management tools and a main content area displaying a list of modifier groups.

Sidebar (Left):

- Menu
- Orders
- Summary
- Kitchen
- Order Display
- Delivery
- Closing
- Inventory
- Manage** (highlighted)
- Reports
- Tip Dist.
- Tools (wrench and person icons)
- Lock and Power buttons

Top Navigation:

- Dishes
- Menus
- Categories
- Modifier Groups** (selected)
- Tables
- Floors
- Discounts
- Coupons
- Kitchens
- Workflows
- Pri

Search and Filter:

- Search input field
- Name dropdown
- Search button (Q)
- Reset button (X)
- Refresh button (circular arrow)
- + MODIFIER GROUP button

Table of Modifier Groups:

Name	Modifiers	Priority	Actions
Select Pizza Size	Small Size — 599 ((1 next)) Medium Size — 1399 ((3 next)) Large Size — 1899 ((1 next)) Stuffed Crust large — 2499 ((1 next)) X-Large Size — 2999 ((1 next))	1	[Edit] [Delete]
Select Mini Platter Option	Chicken Wings 4PC — 0 Spicy Wedges — 0 Garlic Bread -2PC — 0 Dip Sauce — 0	1	[Edit] [Delete]
Select jumbo Paltter option	Chicken Wings 6PC — 0 Spicy Wedges — 0 Garlic Bread -4PC — 0 Dip Sauce — 0	1	[Edit] [Delete]
Large pizzas	Chicken Fajita — 0 ((2 next)) Chicken Tikka — 0 ((1 next))	1	[Edit] [Delete]
Extra Topping Medium	Extra Cheese -M — 250 Extra Chicken -M — 250 ExtraVeggies -M — 250	2	[Edit] [Delete]
Extra Topping large	Extra Cheese -L — 350 Extra Chicken -L — 350 Extra Veggies -L — 350	3	[Edit] [Delete]
Extra Topping Small	Extra Cheese -S — 150 Extra Chicken -S — 150 ExtraVeggies -S — 150	1	[Edit] [Delete]

Footer:

- Navigation: << < > >>
- Page 1 of 1
- Go to page 1
- Show 10
- Total records 7

Modifier groups tab.

Dish form

Dishes are sellable items with price, categories, modifiers, recipes, and kitchen routing.

1. Open Admin → Menus → Dishes and add or edit.
2. Set number, name, price, cost, and categories.
3. Attach modifier groups, inventory recipe lines, kitchen, and workflow.
4. Save — dish appears on menus and POS immediately when active.

Fields

- **Number / name** — POS identifier and display name.
- **Price / cost** — Selling price and theoretical food cost.
- **Categories** — Menu grouping and discount targeting.
- **Modifier groups** — Customization flow with required/optional rules.
- **Recipe lines** — Inventory depletion when the dish is sold.
- **Kitchen / workflow** — Routes KOT printing and prep stages.

Create new dish

Name of item

Number of item

Priority

Sale price

Cost of item

Categories

Select...

+

Production workflow

Workflow (leave empty to use legacy kitchen routing)

Select...

+

Photo

Choose File

No file chosen

Modifier groups

+ MODIFIER GROUP

+ CREATE MODIFIER GROUP

Recipe

+ ADD RECIPE ITEM

SAVE

Dish maintenance form.

Menu form

Menus time-box which categories appear on POS (e.g. lunch vs. dinner).

1. Open Menus tab and add or edit.
2. Set name and optional start/end times.
3. Toggle active and ends-on-next-day for overnight menus.
4. Assign categories on the Menus list after saving.

Fields

- **Name** — Menu label on POS switcher.
- **Start from / end time** — Automatic availability window.
- **Ends on next day** — Allows service past midnight into the next calendar day.
- **Active** — Inactive menus are hidden from POS.

The screenshot shows a 'Create new menu' modal form overlaid on a POS system interface. The form has a title bar with a close button (X). The fields include:

- Name:** A text input field.
- Start Time:** A time selection field with a clock icon.
- End Time:** A time selection field with a clock icon.
- Ends on next day:** A toggle switch, currently off.
- Active:** A toggle switch, currently on.
- SAVE:** A button to save the menu.

The background interface shows a sidebar with various menu items: Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted with a green border), Reports, and Tip Dist. The 'Manage' item is highlighted with a green border. The main area shows a search bar and a list of menu items.

Menu form with service hours.

Category form

1. Open Categories and add or edit.
2. Set name, sort priority, and show-in-menu flag.
3. Save — assign dishes and link to menus.

Fields

- **Name** — Category header on POS and reports.
- **Priority** — Sort order among sibling categories.
- **Show in menu** — When off, category is hidden from customer-facing menu views.

The screenshot shows a 'Create new category' modal form overlaid on a category management interface. The form has the following fields and controls:

- Name of category:** A text input field.
- Priority:** A text input field.
- Show this category in menu:** A toggle switch, currently turned off.
- SAVE:** A button to save the new category.

The background interface displays a table of existing categories:

Category	Priority	Show in menu	Actions
Drinks	6	✓	[Edit] [Delete]
Deals	3	✓	[Edit] [Delete]
Supreme Pizzas	3	✓	[Edit] [Delete]
Desserts	5	✓	[Edit] [Delete]
Pasta & Fries	4	✓	[Edit] [Delete]
Starter	1	✓	[Edit] [Delete]
Modifire	8	✓	[Edit] [Delete]

At the bottom of the background interface, there is a pagination control showing 'Page 1 of 1', 'Go to page 1', 'Show 10', and 'Total records 8'.

Category form.

Modifier group form

Groups define modifiers, prices, and nested follow-up groups per choice.

1. Open Modifier groups and add or edit.
2. Set name, priority, and modifier lines with prices.
3. For each modifier configure allowed next groups.
4. Use next group overrides to hide or reprice nested modifiers.
5. Save and attach the group to dishes.

Fields

- **Name / priority** — Group label and order when multiple groups attach to a dish.
- **Modifier** — Selectable option (often a dish used as add-on).
- **Price** — Extra charge when the modifier is chosen.
- **Allowed next groups** — Which modifier groups open after this choice (nested flow).
- **Next group overrides** — Per nested group: override nested modifier price or hide items.

Create new modifier group

Name Priority

Modifiers

Select Jumbo Palter option 1

Large pizzas 1

Extra Topping Medium 2

Extra Topping large 3

Extra Topping Small 1

<< < > >> · Page 1 of 1 · Go to page · Show · Total records 7

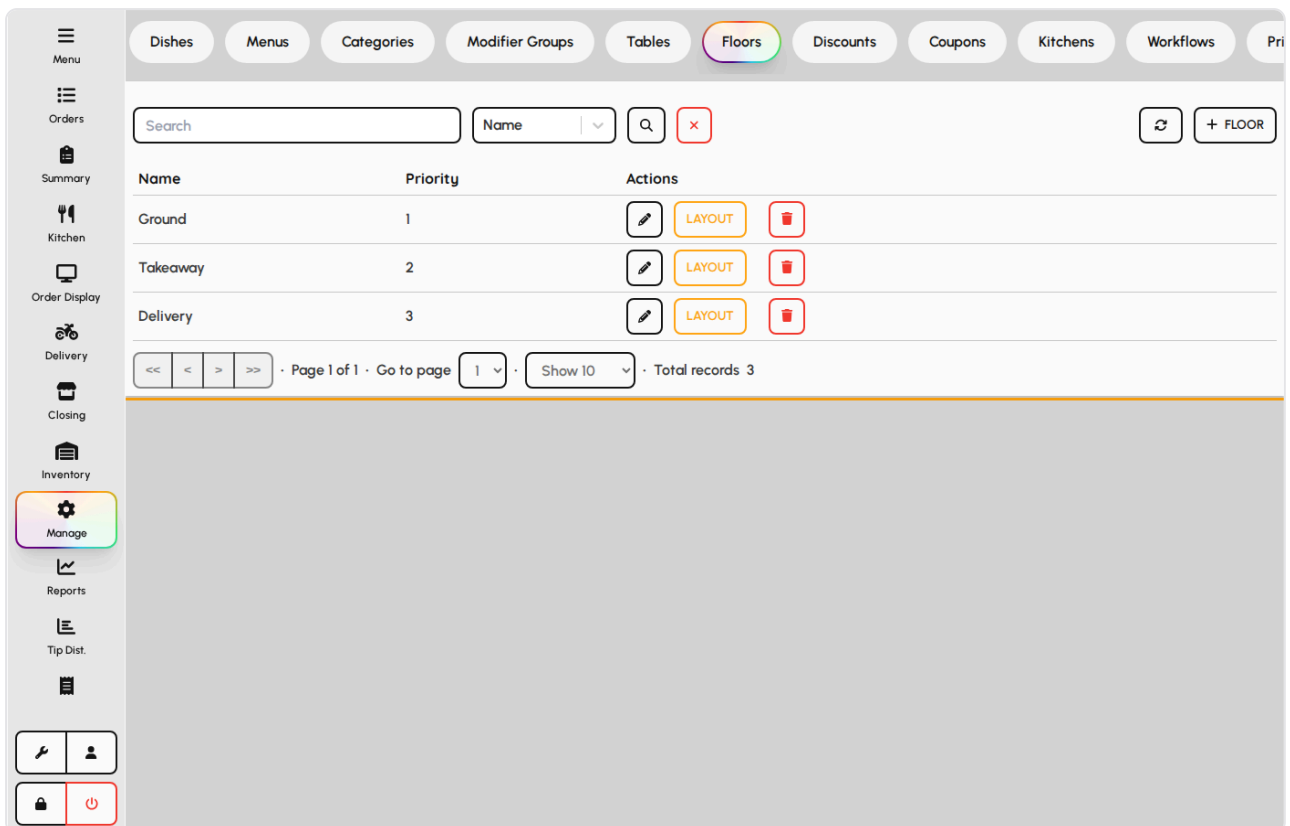
Modifier group form with nested groups.

Floors and tables

Floors and tables define the dine-in layout used when staff select a table before taking orders.

Floors

1. Open the Floors tab.
2. Create floor plans for each dining area (e.g. Main, Patio).
3. Floors appear on the table-selection step when floor mode is enabled.



Floors tab.

Tables

Each table belongs to a floor and carries a name or number used on checks and kitchen tickets.

1. Open the Tables tab.
2. Add tables with capacity and floor assignment.
3. Edit or deactivate tables when the floor plan changes.

Menu	Dishes	Menus	Categories	Modifier Groups	Tables	Floors	Discounts	Coupons	Kitchens	Workflows	Pri
Orders	Search Name Q X										
Summary	REFRESH IMPORT TABLES + TABLE										
Kitchen	☐	Name	Number	Ask for number of covers	Floor	Payment types	Order types	Priority	Locked	Actions	
Order Display	☐	G	17	✓	Ground			17		EDIT	DELETE
Delivery	☐	G	13	✓	Ground			13		EDIT	DELETE
Closing	☐	G	1	✓	Ground			1		EDIT	DELETE
Inventory	☐	Delivery	2		Delivery			2		EDIT	DELETE
Manage	☐	Delivery	1		Delivery			1		EDIT	DELETE
Reports	☐	G	16	✓	Ground			16		EDIT	DELETE
Tip Dist.	☐	TA	1		Takeaway			1		EDIT	DELETE
	☐	G	8	✓	Ground			8		EDIT	DELETE
	☐	G	10	✓	Ground			10		EDIT	DELETE
	☐	G	9	✓	Ground			9		EDIT	DELETE
	PREV NEXT · Page 1 of 3 · Go to page 1 · Show 10 · Total records 24										

Tables tab.

Floor form

1. Open Admin → Floors and add or edit a floor.
2. Set name, priority, and tile colors.
3. Save — floor appears on the floor plan switcher.

Fields

- **Name** — Floor label on POS floor picker.
- **Priority** — Sort order in the floor list.
- **Background / color** — Default tile styling on the floor plan canvas.

The screenshot shows a 'Create new Floor' modal form overlaid on a POS system interface. The form has the following fields and controls:

- Name:** A text input field.
- Background color:** A color picker with a black bar.
- Font color:** A color picker with a black bar.
- Priority:** A text input field.
- SAVE:** A button at the bottom left of the form.

The background interface includes a sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. At the bottom of the sidebar are icons for a wrench and a person. The main area shows a table with columns for Name, Ground, Takeaway, and Delivery. The table is currently empty, and the pagination shows 'Page 1 of 1', 'Go to page 1', 'Show 10', and 'Total records 3'. On the right side of the main area, there are buttons for 'Kitchens', 'Workflows', and 'Pri', along with a '+ FLOOR' button.

Floor form.

Table form

Tables belong to a floor and may restrict categories, order types, and payment types.

1. Select a floor and add or edit a table.
2. Set number, name, colors, and floor.
3. Optionally limit categories, order types, and payment types.
4. Toggle ask-for-covers if guests should be prompted on seat.

Fields

- **Name / number** — Table label on floor plan and checks.
- **Floor** — Parent floor plan containing the table.
- **Priority** — Sort order on dense floor layouts.
- **Categories / order types / payment types** — Optional restrictions for this table.
- **Ask for covers** — Prompts for guest count when opening the table.

The screenshot shows a 'Create new Table' modal form overlaid on a restaurant management interface. The form contains the following fields and controls:

- Name of table**: A text input field.
- Number of table**: A text input field.
- Ask for number of covers**: A toggle switch.
- Background color**: A color picker.
- Font color**: A color picker.
- Floor**: A dropdown menu with a 'Select...' placeholder and a '+' button to add new floors.
- Priority**: A text input field.
- Categories**: A dropdown menu with a 'Select...' placeholder and a '+' button to add new categories.
- Order types**: A dropdown menu with a 'Select...' placeholder and a '+' button to add new order types.
- Payment types**: A dropdown menu with a 'Select...' placeholder and a '+' button to add new payment types.
- SAVE**: A button at the bottom of the form.

The background interface includes a sidebar with navigation options like Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. The main area shows a table list with columns for Name, G, Delivery, and Actions. The bottom of the screen has pagination controls: '<< < > >>' , Page 1 of 3 · Go to page 1 · Show 10 · Total records 24.

Table form.

Discounts and coupons

Configure promotional pricing: discount rules with reasons and role permissions, plus coupon codes staff can apply at payment.

Discount rules

Discount rules define automatic or manual reductions by category, scope, and eligibility.

- 1. Open the Discounts tab in Manage.
- 2. Select the Rules sub-tab.
- 3. Add or edit rules; set type, value, scope, and when the discount applies.

Menu

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Kitchens

Workflows

Pri

Discount rules

Reasons

Permissions

Search

Name

Q

x

↺

+ DISCOUNT

Name	Category	Scope	Mode	Type	Priority	Actions
up to 50 percent	Manual	Cart	Manual	Percent	1	
fix 150	Manual	Cart	Manual	Fixed	2	
BOGO Pizza	Buy X Get Y	Category	Both	Percent	1	
up to 1000	Manual	Cart	Manual	Fixed	3	

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Page 1 of 1

Go to page

1

Show 10

Total records 4

Discount rules list.

Discount reasons

Reasons appear when staff apply manual discounts so reporting can track why a reduction was given.

1. Open Discounts and switch to the Reasons sub-tab.
2. Create reasons staff can pick at the payment or cart screen.
3. Deactivate reasons you no longer want offered.

The screenshot displays the 'Discount reasons' maintenance interface. The sidebar on the left contains navigation icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, Tip Dist., and a bottom section with user and system icons. The top navigation bar includes tabs for Dishes, Menus, Categories, Modifier Groups, Tables, Floors, Discounts, Coupons, Kitchens, Workflows, and Pri. The 'Discounts' tab is active, and within it, the 'Reasons' sub-tab is selected. Below the sub-tabs, there is a search bar with the placeholder 'Search', a 'Name' dropdown, and buttons for search and reset. A '+ ADD REASON' button is also present. The main content area features a table with the following data:

Name	Code	Active	Requires approval
wese hi	0001	Yes	No

Below the table, there are pagination controls: '<<' '<' '>' '>>' buttons, 'Page 1 of 1', 'Go to page' with a dropdown showing '1', 'Show 10' with a dropdown, and 'Total records 1'.

Discount reasons maintenance.

Discount permissions

Control which roles may apply each discount type or exceed limits without manager approval.

1. Open Discounts and switch to the Permissions sub-tab.
2. Review the matrix of roles versus discount capabilities.
3. Adjust permissions so only authorized roles can grant large or sensitive discounts.

The screenshot shows a software interface for managing discount permissions. On the left is a vertical sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted with a rainbow border), Reports, and Tip Dist. At the top is a horizontal tab bar with buttons for Dishes, Menus, Categories, Modifier Groups, Tables, Floors, Discounts (highlighted with a rainbow border), Coupons, Kitchens, Workflows, and Pri. Below the Discounts tab are three sub-tabs: Discount rules, Reasons, and Permissions (highlighted with a rainbow border). The main area displays a permission matrix for five roles: Inventory, Master, Cashier, and Delivery. Each role's section contains a 'Max percent' label, a text input field, a 'Max fixed amount' label, and another text input field. Below these are two checkboxes: 'Can apply manual' (checked with a checkmark) and 'Can override approval' (unchecked).

Role	Max percent	Max fixed amount	Can apply manual	Can override approval
Inventory			☒	☐
Master			☒	☐
Cashier			☒	☐
Delivery			☒	☐

Discount permission matrix.

Coupons

1. Open the Coupons tab.
2. Create coupon codes with value, validity window, and usage limits.
3. Staff enter coupons on the payment screen when the order qualifies.

The screenshot shows the 'Coupons' tab selected in a POS system. The interface includes a top navigation bar with tabs for Dishes, Menus, Categories, Modifier Groups, Tables, Floors, Discounts, Coupons (highlighted), Kitchens, Workflows, and Pri. A left sidebar contains icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, Tip Dist., and a bottom section with icons for a wrench, a person, a lock, and a power button. The main content area displays a table of coupons with the following columns: Code, Description, Type, Discount type, Value, Min order, Max discount, Usage limit, Per user limit, Used, Stackable, First order only, Priority, Active, and Actions. A single coupon is listed with the code '500p', description '500 flat discount', type 'order', discount type 'fixed', value '500', min order '3000', max discount '500', usage limit '-1', per user limit '-1', used '0', stackable 'No', first order only 'No', priority '1', and active 'Yes'. The Actions column for this coupon contains edit and delete icons. Below the table, there is a pagination bar showing '<< < > >>' and 'Page 1 of 1 · Go to page 1 · Show 10 · Total records 1'. The bottom of the screen is a large grey area.

Code	Description	Type	Discount type	Value	Min order	Max discount	Usage limit	Per user limit	Used	Stackable	First order only	Priority	Active	Actions
500p	500 flat discount	order	fixed	500	3000	500	-1	-1	0	No	No	1	Yes	

Coupons tab.

Discount rule form

Categories classify rules for permissions and reporting: manager, staff, vip, corporate, happy_hour, category, product, floor, damage_wastage, service_recovery, bulk_order, manual, scheduled, buy_x_get_y. Scope sets whether discounts apply to items, categories, cart, customers, or floors. Buy X Get Y uses the conditions editor instead of simple targets.

1. Open Admin → Promotions → Discounts → Rules.
2. Set name, category, scope, and application mode (manual, automatic, or both).
3. Configure targets for the chosen scope.
4. Set percent or fixed value range, priority, schedules, and stacking.
5. Save — cache refreshes and the rule is available in POS/discount engine.

Fields

- **Category** — One of 14 types — manager, staff, vip, corporate, happy_hour, category, product, floor, damage_wastage, service_recovery, bulk_order, manual, scheduled, buy_x_get_y — used for permissions and analytics.
- **Scope** — item, category, cart, customer, or floor — determines target editor.
- **Application mode** — manual (cashier applies), automatic (engine applies), or both.
- **Targets** — Specific items, categories, customers, or floors eligible for the rule.
- **Type (percent / fixed)** — Whether min/max rates are percentages or currency amounts.
- **Min / max rate** — Allowed discount range for manual entry or auto calculation.
- **Max cap** — Percent discounts only — upper currency limit per application.
- **Priority** — Order when multiple automatic rules compete.
- **Min order amount** — Cart subtotal required before the rule can apply.
- **Stacking mode** — allow, prevent, highest_wins, or priority vs. other discounts.
- **Tax treatment** — tax_before_discount, tax_after_discount, inclusive, or exclusive.
- **Schedules** — Day/time windows for scheduled and happy_hour categories.
- **Conditions** — Buy X Get Y thresholds and free-item logic.
- **Requires reason / approval** — Forces reason pick or manager PIN when applied manually.

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Create new discount

×

Basic

Name

Category

Select...

Scope

Select...

Application mode

Select...

Value & limits

Type

PERCENT

FIXED

Min rate

Max rate

Priority

Minimum order amount

SAVE

Workflows

Pri

+ DISCOUNT

Discount rule form with category and targets.

Coupon form

1. Open Promotions → Coupons.
2. Set code, discount type/value, and usage limits.
3. Configure valid days, time window, and date range.
4. Save — cashiers enter the code at payment.

Fields

- **Code** — String customers or staff enter at checkout.
- **Coupon type** — Single-use, multi-use, or other coupon behavior.
- **Discount type / value** — Percent or fixed amount taken off the order.
- **Min order amount** — Minimum subtotal before the coupon applies.
- **Max discount amount** — Cap on percent-based coupon savings.
- **Usage limit** — Total redemptions allowed across all customers.
- **Usage limit per user** — Redemptions allowed per customer profile.
- **Valid days / start & end time** — Restricts coupon to certain weekdays and hours.
- **Start / end date** — Overall validity window.
- **Stackable / first order only** — Combining rules with other discounts or new customers only.

Create new coupon

Code:

Priority:

Description:

Valid days:

Coupon type:

Start Time:

End Time:

Discount type:

Start date:

End date:

Discount value:

☐ Stackable ☐ First order only ☒ Active

Min order amount:

Max discount amount:

Usage limit (overall):

Usage limit per user:

Coupon form.

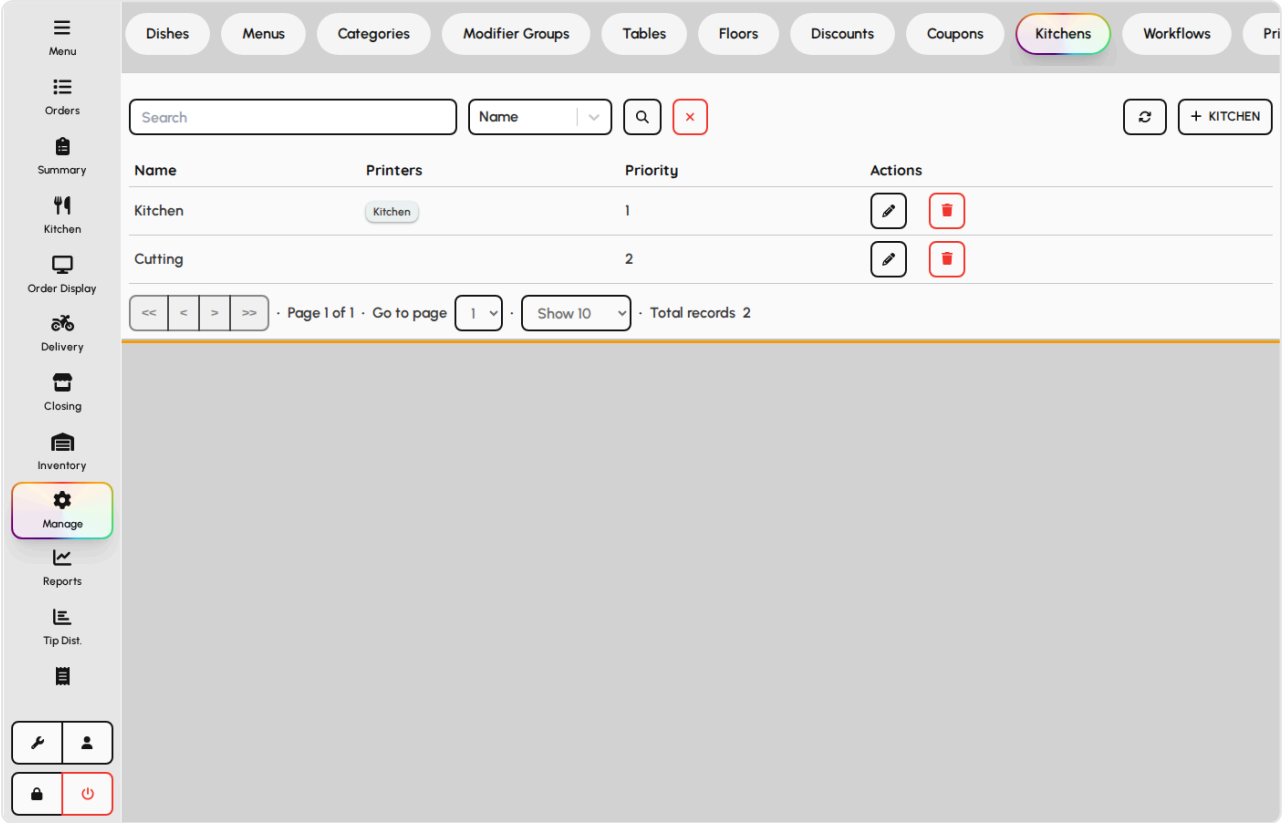
Kitchens and workflows

Route fired items to the right kitchen stations and define how orders move through preparation stages.

Kitchens

Kitchens group dishes and link to printers for kitchen tickets.

- 1. Open the Kitchens tab.
- 2. Create kitchen stations (e.g. Grill, Bar, Pastry).
- 3. Assign dishes and printers so tickets route to the correct station.

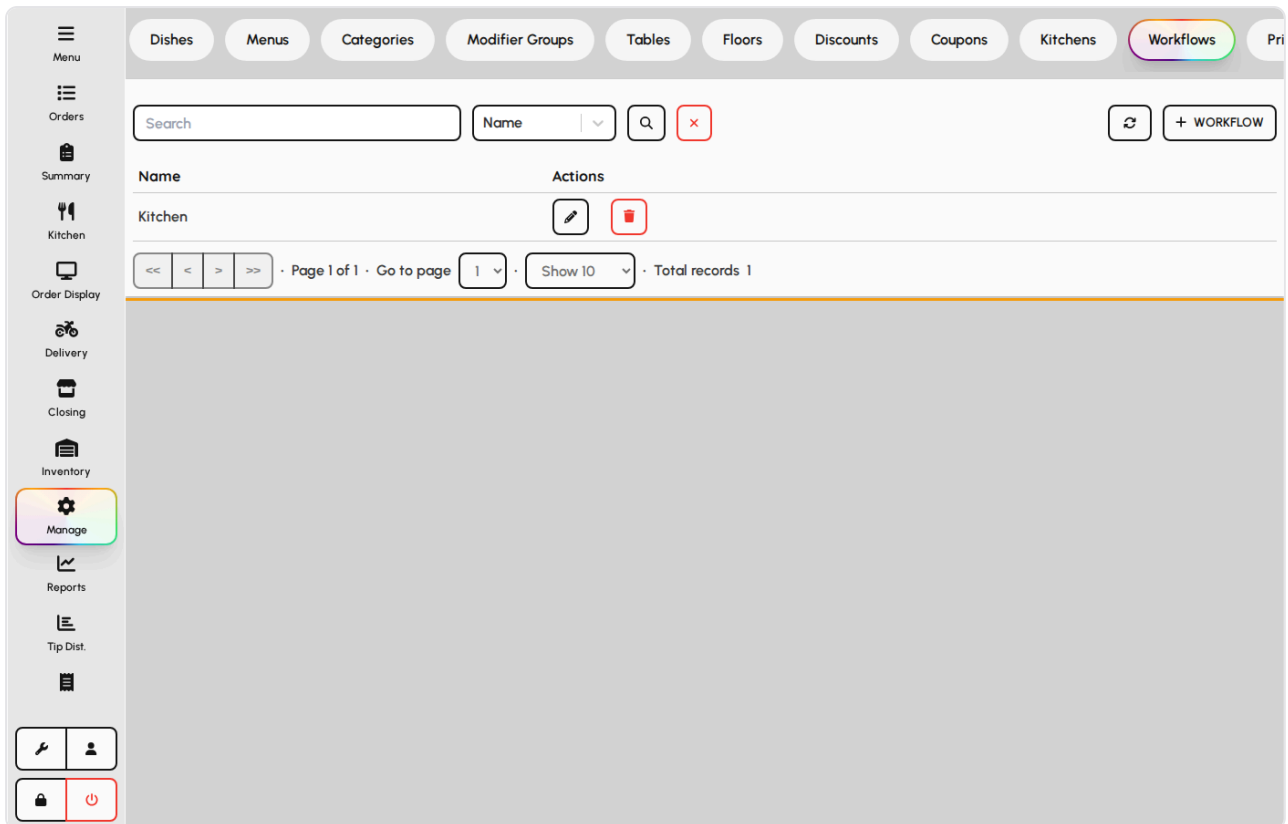


Kitchens maintenance table.

Workflows

Workflows define order-status steps used by kitchen and order-display screens.

1. Open the Workflows tab.
2. Create or edit workflow steps and transitions.
3. Link workflows to order types or kitchens as required by your venue setup.



Workflows tab.

Kitchen form

Kitchens route dishes to printers and inventory locations.

1. Open Admin → Kitchen → Kitchens.
2. Add name, priority, linked printers, and dishes.
3. Save — new items print to this station when assigned on dishes.

Fields

- **Name** — Station label on KOT and order display.
- **Priority** — Order when multiple kitchens match.
- **Printers** — Devices that print tickets for this kitchen.
- **Items (dishes)** — Dishes routed to this station.

The screenshot shows a 'Create new kitchen' modal form. The form has a title bar with a close button (X). It contains several input fields: 'Name' (a text box), 'Dishes' (a search box with the placeholder 'Search dishes...'), a list of dishes with checkboxes (Classic Pizzas, Chicken Tikka, Chicken Fajita, Very Veggies, Margherita Cheese, Deals, and bogo large), 'Printers' (a dropdown menu with 'Select...' and a '+' button), and 'Priority' (a text box). A 'SAVE' button is at the bottom left of the form. The background shows a sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage, Reports, and Tip Dist. The top of the background shows tabs for Dishes, M, Kitchens, Workflows, and Pri.

Kitchen station form.

Workflow form

Workflows chain kitchen stages for order display and bump bars.

1. Open Kitchen → Workflows.
2. Name the workflow and add ordered stages.
3. Assign a kitchen to each stage.
4. Link workflow on dishes that need multi-step prep.

Fields

- **Name** — Workflow identifier on dishes and displays.
- **Stages** — Ordered prep steps (e.g. Grill → Expo).
- **Stage kitchen** — Which station owns each stage for routing and KPIs.

The screenshot shows a 'Create new workflow' modal window overlaid on a kitchen management interface. The modal has a title bar with a close button (X). It contains the following fields and controls:

- Name:** A text input field for the workflow name.
- Production stages (in order):** A container with a '+ ADD STAGE' button and a list area for stages.
- SAVE:** A button at the bottom of the modal.

The background interface includes a sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. The main area has tabs for Dishes, M, Kitchens, Workflows (highlighted), and Pri. A '+ WORKFLOW' button is visible in the top right of the main area.

Workflow stages editor.

Printers and print settings

Define printer records in Manage, configure what each print job contains, then assign printers to devices in Settings.

Printers

Printer records store connection details used across receipt, kitchen, and report printing.

1. Open the Printers tab.
2. Add printers with name, type, and connection settings.
3. Link printers to kitchens and device Settings so tickets reach the right hardware.

The screenshot shows the 'Printers' tab within the 'Manage' section of a software interface. The top navigation bar includes tabs for 'Menus', 'Categories', 'Modifier Groups', 'Tables', 'Floors', 'Discounts', 'Coupons', 'Kitchens', 'Workflows', and 'Printers'. The left sidebar contains icons for 'Menu', 'Orders', 'Summary', 'Kitchen', 'Order Display', 'Delivery', 'Closing', 'Inventory', 'Manage' (highlighted), 'Reports', and 'Tip Dist.'. The main content area displays a table of printer records:

Name	Type	Path	Port	Actions
printer 1	Network	192.168.1.241	9100	
Kitchen	USB	192.168.100.241	9100	

Below the table, there is a pagination control showing 'Page 1 of 1', 'Go to page 1', 'Show 10', and 'Total records 2'. At the bottom of the sidebar, there are icons for a wrench and a person, and a red power button icon.

Printers master list in Manage.

Print settings

Print settings control templates and options for temp bills, final receipts, kitchen tickets, summaries, and delivery slips.

1. Open the Print settings tab.
2. Edit each print type (Temp, Final, Kitchen, Summary, Delivery).
3. Save so new orders use the updated layout and fields.

The screenshot shows a web application interface with a sidebar on the left and a main content area. The sidebar contains icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted with a rainbow border), Reports, and Tip Dist. The main content area has a top navigation bar with tabs: counts, Coupons, Kitchens, Workflows, Printers, Print settings (highlighted with a rainbow border), Order Types, Payment Types, Extras, Taxes, and L. Below the tabs is a search bar with the text "Search" and a dropdown menu labeled "Name". To the right of the search bar are buttons for search (magnifying glass) and reset (X). Below the search bar is a table with two columns: "Name" and "Actions". The table lists five print types: Temp Print, Summary Print, Kitchen Print, Delivery Print, and Final Print. Each row has an edit icon (pencil) in the Actions column. Below the table is a pagination bar showing "<< < > >>" buttons, "Page 1 of 1", "Go to page" with a dropdown showing "1", "Show 10" with a dropdown, and "Total records 5". At the bottom of the sidebar are two rows of buttons: the first row has a wrench icon and a person icon; the second row has a lock icon and a power icon.

Name	Actions
Temp Print	
Summary Print	
Kitchen Print	
Delivery Print	
Final Print	

<< < > >> · Page 1 of 1 · Go to page 1 · Show 10 · Total records 5

Print settings tab.

Printer form

1. Open Admin → Printing → Printers.
2. Add name and connection: network IP/port or USB identifiers.
3. Choose printer type (receipt, kitchen, label).
4. Save — assign in kitchens and device settings.

Fields

- **Name** — Friendly name in admin and device pickers.
- **Type** — Receipt, kitchen, or label driver profile.
- **IP address / port** — Network ESC/POS connection.
- **VID / PID** — USB vendor/product IDs for direct-attached printers.

The screenshot shows a web application interface for managing printers. A modal window titled "Create new printer" is open, featuring a close button (X) in the top right corner. The form contains two input fields: "Name" with a text input and "Type" with a dropdown menu showing "Select...". A "SAVE" button is located below the "Type" field. The background interface includes a sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. The top navigation bar shows "Menus", "Workflows", and "Printers" (highlighted). The main content area displays a table with columns "Name" and "Kitchen", showing a single entry "printer 1" under the "Kitchen" column. Below the table is a pagination bar indicating "Page 1 of 1", "Go to page 1", "Show 10", and "Total records 2".

Printer form.

Print setting form

Each print job type (temp bill, final receipt, kitchen, summary, delivery) has its own template.

1. Open Print settings tab and pick a job type.
2. Configure logo, header/footer sections, VAT block, and margins.
3. Toggle line columns shown on receipts.
4. Save — the next print uses the updated layout.

Fields

- **Show logo** — Includes uploaded logo on the ticket.
- **Header / footer sections** — Rich text or image blocks above and below the body.
- **VAT name / number** — Tax registration block on guest receipts.
- **Margins** — Top, bottom, left, right spacing in printer dots.
- **Item columns** — Toggle number, name, qty, price, and line total columns.

Print template editor.

Payment types, taxes, and order types

Configure how orders are classified and settled: payment methods, tax rules, and service types (dine-in, delivery, etc.).

Payment types

1. Open the Payment types tab.
2. Define Cash, Card, and custom tenders shown on the payment screen.
3. Set sort order and whether a type requires reference or change calculation.

The screenshot displays the 'Payment Types' configuration screen. At the top, there's a navigation bar with tabs: Coupons, Kitchens, Workflows, Printers, Print settings, Order Types, **Payment Types**, Extras, Taxes, and Users. Below this is a search bar and a '+ PAYMENT TYPE' button. The main area contains a table with the following data:

Name	Type	Gateway	Mode	Tax	Discounts	Priority	Actions
Card	Card	-	-	GST 5%		2	
Cash	Cash	-	-	GST 17%		1	
Telebirr	Remote	telebirr	sandbox			5	
Complimentary	Cash	-	-			3	
M-pesa	Remote	mpesa	sandbox			4	

Below the table, there's a pagination control: '<< < > >>' · Page 1 of 1 · Go to page 1 · Show 10 · Total records 5. The left sidebar shows various system modules, with 'Manage' (gear icon) highlighted.

Payment types tab.

Taxes

Taxes apply to dishes and appear on receipts and reports.

1. Open the Taxes tab.
2. Create tax rates and link them to applicable items or order types.
3. Save so new orders calculate tax correctly.

The screenshot shows the 'Taxes' tab selected in a software interface. The top navigation bar includes tabs for Coupons, Kitchens, Workflows, Printers, Print settings, Order Types, Payment Types, Extras, Taxes (highlighted), and Users. A left sidebar contains icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. The main content area displays a table of tax rates:

Name	Rate %	Priority	Actions
GST	5	1	 
GST	17	2	 

Below the table, there is a pagination control showing '<<' '<' '>' '>>' buttons, 'Page 1 of 1', 'Go to page' with a dropdown set to '1', 'Show 10' with a dropdown, and 'Total records 2'. The bottom of the interface features a sidebar with icons for a wrench, a person, a lock, and a power button.

Taxes tab.

Order types

1. Open the Order types tab.
2. Configure dine-in, takeaway, delivery, and other service modes.
3. Order types drive kitchen routing, reporting, and default behaviors.

The screenshot shows a web application interface for managing order types. At the top, there is a horizontal navigation bar with tabs: Coupons, Kitchens, Workflows, Printers, Print settings, Order Types (highlighted with a rainbow border), Payment Types, Extras, Taxes, and Users. On the left side, there is a vertical sidebar with icons and labels for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted with a rainbow border), Reports, Tip Dist., and a bottom section with icons for a wrench, a person, a lock, and a power button. The main content area displays a table of order types. The table has four columns: Name, Service charges, Priority, and Actions. There are three rows: Take Away (Service charges: red X, Priority: 2), Dine In (Service charges: green checkmark, Priority: 1), and Delivery (Service charges: red X, Priority: 3). Each row has two action icons: a pencil (edit) and a trash can (delete). Above the table, there is a search bar with the placeholder text 'Search', a dropdown menu labeled 'Name', a search icon, and a red 'X' icon. To the right of the search bar are two buttons: a refresh icon and a '+ ORDER TYPE' button. Below the table, there is a pagination bar showing '<< < > >>' navigation buttons, 'Page 1 of 1', 'Go to page' with a dropdown showing '1', 'Show 10' with a dropdown, and 'Total records 3'.

Name	Service charges	Priority	Actions
Take Away	×	2	
Dine In	✓	1	
Delivery	×	3	

<< < > >> · Page 1 of 1 · Go to page 1 · Show 10 · Total records 3

Order types tab.

Extras

Extras are automatic surcharges linked to payment types, order types, or tables (e.g. service fees or cover charges).

1. Open the Extras tab.
2. Create extras with name, amount, and applicability rules.
3. Save so qualifying orders include the surcharge on payment.

The screenshot displays the 'Extras' management screen. At the top, there's a navigation bar with tabs: Coupons, Kitchens, Workflows, Printers, Print settings, Order Types, Payment Types, Extras (highlighted), Taxes, and Users. Below this is a search bar and a '+ EXTRA' button. The main area contains a table with the following data:

Name	Value	Payment types	Order types	Tables	Delivery	Apply to all	Actions
FBR FEE	Rs 1	-	-	-	×	✓	 

Below the table, there's a pagination bar showing 'Page 1 of 1', 'Go to page 1', 'Show 10', and 'Total records 1'. The left sidebar has various icons for different system functions, with 'Manage' (gear icon) highlighted. At the bottom left, there are icons for a wrench and a person, and a lock and a power button.

Extras tab.

Payment type form

Payment types include local methods and Remote gateway types that delegate to Stripe, PayPal, etc.

1. Open Admin → Payments → Types.
2. Add name, priority, and type (Cash, Card, Remote, ...).
3. For Remote: pick gateway provider, mode (test/live), and API keys.
4. Optionally link tax and automatic discounts.
5. Save — type appears on payment screen and table restrictions.

Fields

- **Name** — Label on payment screen buttons.
- **Priority** — Sort order among payment methods.
- **Type** — Behavior profile — choose Remote to enable gateway fields.
- **Gateway provider** — Stripe, PayPal, or other integrated processor.
- **Gateway mode** — Test vs. live credentials.
- **public_key** — Client-side or publishable API key for the gateway.
- **secret_key** — Server-side secret used to capture charges.
- **webhook_secret** — Validates asynchronous payment callbacks.
- **client_id / client_secret** — OAuth-style gateways that use paired credentials.
- **merchant_id / integrity_salt** — Provider-specific merchant and hash fields.
- **Tax** — Default tax rule applied when this type is used.
- **Discounts** — Auto-applied discount rules tied to the payment method.

Menu

Orders

Summary

Kitchen

Order Display

Delivery

Closing

Inventory

Manage

Reports

Tip Dist.

Coupons

Search

Name

Card

Cash

Telebirr

Complimentary

M-pesa

<< < > >> · Page 1 of 1 · Go to page 1 · Show 10 · Total records 5

Create new payment type

Name

Priority

Type

Select...

Tax

Select...

+

Discounts

Select...

+

Only fixed amount discounts can be applied

SAVE

Extras

Taxes

Users

+ PAYMENT TYPE

Actions

Payment type form with remote gateway.

Tax form

1. Open Payments → Taxes.
2. Define name, rate, and inclusive/exclusive behavior.
3. Save — assign to payment types or order defaults.

Fields

- **Name** — Tax label on receipts.
- **Rate** — Percentage applied to taxable amounts.
- **Inclusive** — When true, tax is embedded in displayed prices.

The screenshot shows a 'Create new tax' modal form overlaid on a POS system interface. The modal has a title bar with a close button (X). It contains three input fields: 'Name', 'Rate %', and 'Priority'. Below these fields is a 'SAVE' button. The background interface includes a sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. At the bottom of the sidebar are icons for a wrench and a person. The top of the background interface has tabs for Coupons, Extras, Taxes (highlighted), and Users. Below the tabs are buttons for a refresh icon and '+ TAX'.

Tax form.

Order type form

1. Open Payments → Order types.
2. Set name and behavior flags (dine-in, takeaway, delivery).
3. Save — used on tables, POS, and reporting.

Fields

- **Name** — Order type shown on checks and filters.
- **Priority** — Sort order in selectors.
- **Default** — Pre-selected type for new orders when applicable.

The screenshot shows a 'Create new order type' modal form overlaid on a POS system interface. The modal has a title bar with a close button (X). It contains two input fields: 'Name' and 'Priority'. Below these fields is a toggle switch labeled 'Allow service charges', which is currently turned off. At the bottom of the modal is a 'SAVE' button. The background interface includes a sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. The main area shows a table with columns for Name, Priority, and a status column. The table has three rows: 'Name' (empty), 'Take Away' (checked), 'Dine In' (checked), and 'Delivery' (checked). The table is paginated, showing 'Page 1 of 1', 'Go to page 1', 'Show 10', and 'Total records 3'. There are also buttons for 'Coupons', 'Extras', 'Taxes', and 'Users' at the top right.

Name	Priority	
Take Away		☒
Dine In		☒
Delivery		☒

Order type form.

Extra (service charge) form

Extras add automatic surcharges (service charge, coperto) by payment or order context.

1. Open Payments → Extras.
2. Name the charge and set amount or percent.
3. Configure when it applies (order type, payment type, etc.).
4. Save — qualifying orders include the surcharge.

Fields

- **Name** — Surcharge label on guest receipt.
- **Amount / rate** — Fixed currency or percent of eligible total.
- **Taxable** — Whether tax is calculated on the surcharge.
- **Auto apply rules** — Links to order types, payment types, or floors.

The screenshot shows a 'Create new extra' modal form overlaid on a POS system interface. The modal has a title bar with a close button (X). The form contains the following fields and controls:

- Name**: A text input field.
- Value**: A text input field.
- Payment types**: A dropdown menu with 'Select...' and a '+' button to add more.
- Order types**: A dropdown menu with 'Select...' and a '+' button to add more.
- Tables**: A dropdown menu with 'Select...' and a '+' button to add more.
- Delivery only**: A radio button.
- Apply to all**: A radio button.
- SAVE**: A button at the bottom.

The background interface shows a sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. The main area has tabs for Coupons, Extras (highlighted), Taxes, and Users. The Extras tab shows a '+ EXTRA' button and an 'Actions' section with edit and delete icons.

Extra surcharge form.

Users and roles

Manage staff accounts, PINs, role permissions, shifts, and tip-pool definitions that control who can access each screen and tab.

User list

1. Open the Users tab.
2. Browse active users with name, role, and contact fields.
3. Use Add user to create a new account or Edit to update an existing one.

Menu

Orders

Summary

Kitchen

Order Display

Delivery

Closing

Inventory

Manage

Reports

Tip Dist.

Coupons

Kitchens

Workflows

Printers

Print settings

Order Types

Payment Types

Extras

Taxes

Users

Users

Roles

Shifts

Tips definition

Search

First name

Q

X

↺

+ USER

First name	Last name	Login	Role	Shift	Actions
Inventory	User	9999	Inventory	morning (06:00 - 05:59 (next day))	
Rider	rider	rider	Rider	morning (06:00 - 05:59 (next day))	
Cashier	1	9999	Cashier	morning (06:00 - 05:59 (next day))	
Manager	1	5555	Master	-	
Kashif	ali	1234	order taker	morning (06:00 - 05:59 (next day))	
cashier	2	8888	Cashier	morning (06:00 - 05:59 (next day))	
Ahmed	Ali	0000	order taker	morning (06:00 - 05:59 (next day))	

<<

<

>

>>

Page 1 of 1

Go to page

1

Show 10

Total records 7

Users maintenance table.

Roles

Roles bundle permission modules that gate sidebar screens, Manage tabs, and protected actions.

1. Switch to the Roles sub-tab under Users.
2. Create roles and open the module list to enable or disable access.
3. Assign roles to users so permissions stay consistent across staff.

The screenshot shows the 'Roles' sub-tab under the 'Users' section. The interface includes a top navigation bar with various settings tabs, a left sidebar with navigation icons, and a main content area with a table of roles.

Top Navigation Bar: Coupons, Kitchens, Workflows, Printers, Print settings, Order Types, Payment Types, Extras, Taxes, Users (selected).

Sub-tabs: Users, Roles (selected), Shifts, Tips definition.

Search and Filter: Search input, Name dropdown, Search icon, Clear icon, Refresh icon, + ROLE button.

Name	Modules	Actions
Inventory	22 MODULES	
Master	277 MODULES	
Cashier	18 MODULES	
Delivery	15 MODULES	
Rider	1 MODULES	
order taker	48 MODULES	

Footer: << < > >> · Page 1 of 1 · Go to page 1 · Show 10 · Total records 6

Roles sub-tab.

Shifts

Shifts define work windows used for labor reporting and automatic clock-out rules.

1. Switch to the Shifts sub-tab.
2. Add shift names with start and end times.
3. Assign shifts to users for scheduling and tip-distribution context.

The screenshot shows a web application interface for managing shifts. On the left is a vertical sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted with a rainbow border), Reports, Tip Dist., and a bottom section with icons for a wrench, a person, a padlock, and a power button. The top of the interface features a horizontal menu with tabs: Coupons, Kitchens, Workflows, Printers, Print settings, Order Types, Payment Types, Extras, Taxes, and Users (highlighted with a rainbow border). Below this, a sub-menu contains Users, Roles, Shifts (highlighted with a rainbow border), and Tips definition. The main content area has a search bar with a 'Search' placeholder, a 'Name' dropdown, a search icon, and a red 'x' icon. To the right of the search bar are a refresh icon and a '+ SHIFT' button. Below the search bar is a table with the following structure:

Name	Shift hours	Actions
morning	06:00 - 05:59 (next day)	 

Below the table is a pagination bar: '<<' '<' '>' '>>' · Page 1 of 1 · Go to page 1 · Show 10 · Total records 1. The bottom half of the main content area is a large, empty gray rectangle.

Shifts sub-tab.

Tip definition

Tip definition sets pool weights and rules used when managers run tip distribution (see HR Guide → Tip distribution for payout runs).

1. Switch to the Tip definition sub-tab.
2. Configure how tips are pooled and weighted by role or shift.
3. Save so tip distribution calculations use the latest rules.

The screenshot shows the 'Tip definition' sub-tab within a management interface. The top navigation bar includes tabs for Coupons, Kitchens, Workflows, Printers, Print settings, Order Types, Payment Types, Extras, Taxes, and Users. The left sidebar contains icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, Tip Dist., and a bottom section with icons for a wrench, a person, a lock, and a power button. The main content area has sub-tabs for Users, Roles, Shifts, and Tips definition (which is active). Under the 'Tips definition' sub-tab, there are two main sections: 'By roles' and 'Specific users'. The 'By roles' section has a '+ ROLE WEIGHT' button and a table with three rows: 'order taker' with a weight of 30, 'Cashier' with a weight of 25, and 'Master' with a weight of 15. Each row has a red trash icon to its right. The 'Specific users' section has a '+ USER WEIGHT' button and a message: 'No user-specific weight added yet.' A 'SAVE DISTRIBUTION' button is located at the bottom left of the main content area.

Role	Weight	
order taker	30	
Cashier	25	
Master	15	

Tip definition sub-tab.

User form

POS operators log in with PIN or password and inherit role permissions.

1. Open Admin → Users and add or edit.
2. Set login method, name, credentials, role, and shift.
3. Optionally create a linked HR employee record.
4. Save — user can sign in on terminals with assigned permissions.

Fields

- **Login method** — PIN (4 digits) or password authentication.
- **First / last name** — Displayed name on checks and reports.
- **Login / PIN** — Credential used at sign-in.
- **Password** — Required when login method is password.
- **User role** — Permission bundle controlling modules and actions.
- **User shift** — Default work shift for labor reporting.
- **Create employee** — Auto-creates linked HR employee with employee number.

The screenshot shows a 'Create new user' modal form. The form contains the following fields and controls:

- First name**: Text input field.
- Last name**: Text input field.
- Login method**: Dropdown menu with 'Pin' selected.
- Pin**: Text input field for the login PIN.
- Role**: Dropdown menu with 'Select...' and a '+' button.
- Shift**: Dropdown menu with 'Select...' and a '+' button.
- Also create employee record**: Checked checkbox.
- Required for clock-in and clock-out**: Text label.
- Employee number**: Text input field.
- SAVE**: Button at the bottom left of the modal.

The background interface includes a sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. The top bar has tabs for Coupons, Users (highlighted), Extras, and Taxes. On the right, there are buttons for refresh and '+ USER', and a table with 'Actions' (edit and delete icons).

User account form.

Role form

Roles grant module and action access checked by protectAction throughout the app.

1. Open Users → Roles.
2. Name the role and search the module tree.
3. Check parent modules or individual actions.
4. Save — assign the role on user records.

Fields

- **Name** — Role label on user form.
- **Module permissions** — Hierarchical checkboxes for screens and sub-actions.

The image shows a 'Create new role' modal dialog box overlaid on a POS system interface. The dialog box contains the following elements:

- Role name:** A text input field.
- Modules:** A section with a search bar labeled 'Search modules...'. Below the search bar is a list of modules, each with a checkbox and a right-pointing chevron icon:
 - > ☐ Menu
 - > ☐ Orders
 - > ☐ Summary
 - > ☐ Reports
 - > ☐ Closing
 - > ☐ Kitchen
 - > ☐ Order Display
- SAVE:** A button at the bottom left of the dialog.

The background interface shows a sidebar menu with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, Tip Dist., and a bottom bar with icons for a wrench, a person, a lock, and a power button. The top navigation bar includes tabs for Coupons, Users, Extras, Taxes, and Users (highlighted). A '+ ROLE' button is visible in the top right corner of the background interface.

Role permissions editor.

Shift template form

Shifts in Admin → Users define named time windows for user default shift and schedule templates.

1. Open Users → Shifts.
2. Enter name, start time, and end time.
3. Overnight shifts set ends_next_day automatically.
4. Save — selectable on users and HR schedule forms.

Fields

- **Name** — Shift label (e.g. Morning, Close).
- **Start time** — Scheduled shift start.
- **End time** — Scheduled shift end; may roll to next calendar day.

The screenshot shows the 'Create new shift' form overlaid on the 'Users' management page. The form has a title bar with a close button (X). It contains three main input fields: 'Shift name' (a text box), 'Start Time' (a time selector with a clock icon), and 'End Time' (a time selector with a clock icon). Below these is a 'SAVE' button. The background interface includes a sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage (highlighted), Reports, and Tip Dist. At the bottom of the sidebar are icons for a wrench and a person, and a lock and power button. The top of the interface has tabs for Coupons, Users, Extras, Taxes, and Users (highlighted). Below the tabs is a search bar and a list of users, with the first user named 'morning'. At the bottom of the page, there is a pagination bar showing 'Page 1 of 1', 'Go to page 1', 'Show 10', and 'Total records 1'.

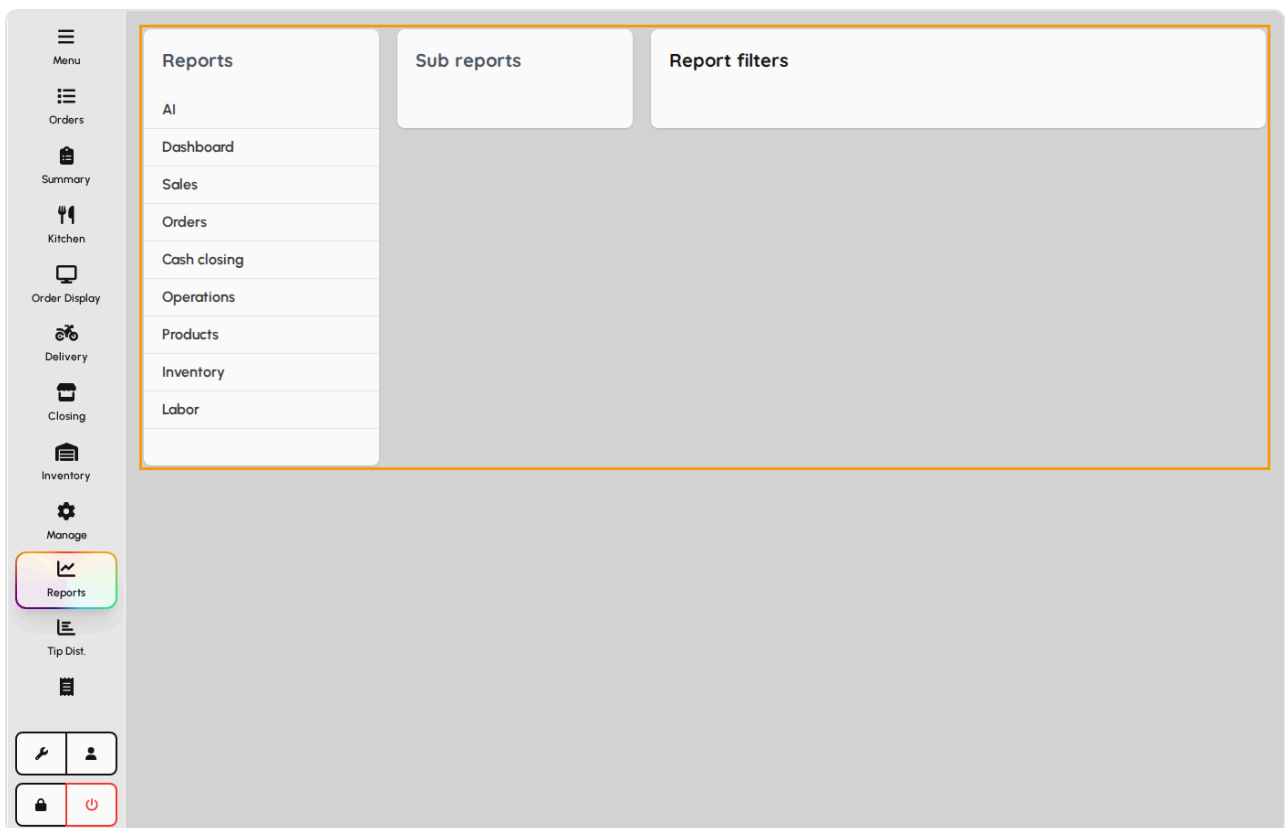
Shift template form.

Reports hub (administrator packs)

Administrators use the same Reports hub as managers, with access to deeper packs: inventory, labor, products, and tax. Open a category, pick a report, set filters, then run or export.

Administrator reports layout

1. Tap Reports in the sidebar.
2. Categories on the left include Inventory, Labor, Products, Sales, and more.
3. The middle column lists reports in the selected pack; the right panel holds filters.

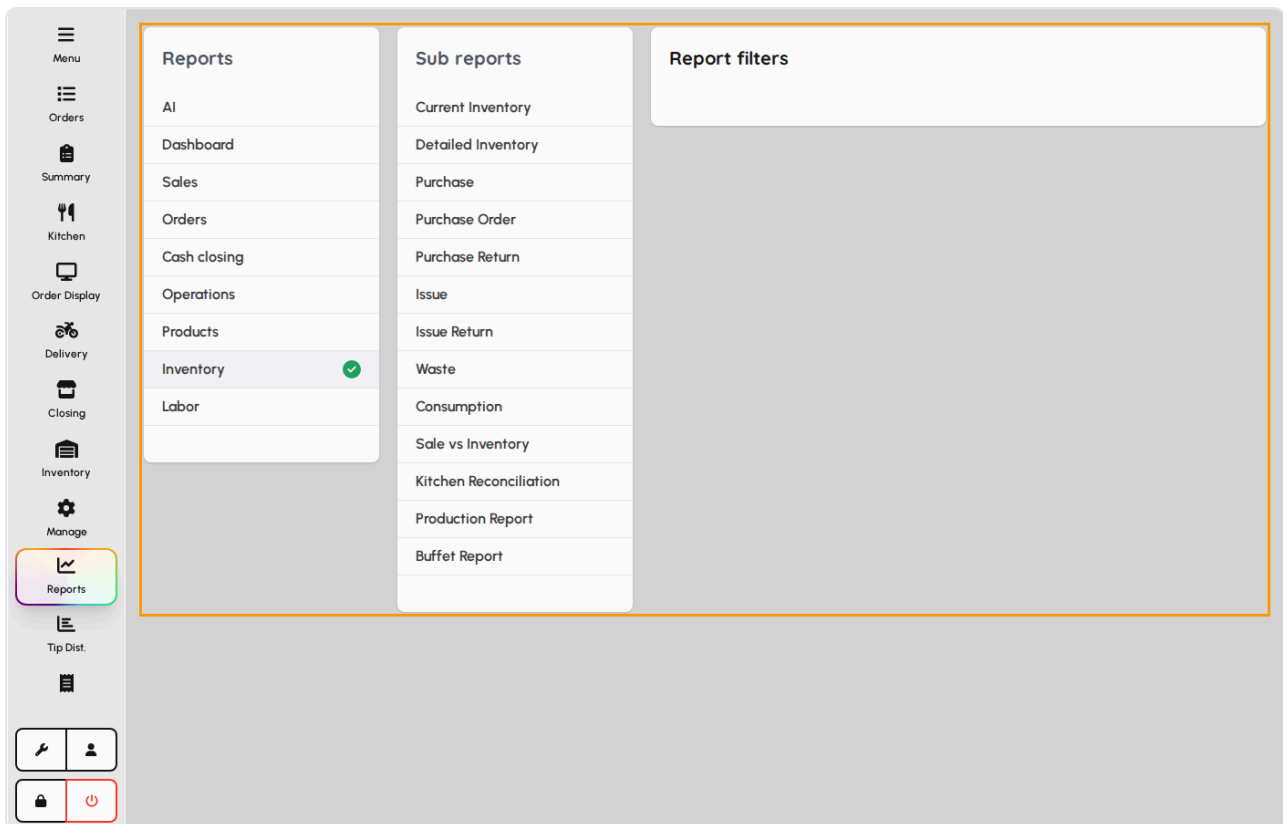


Reports hub for administrator packs.

Inventory pack

Inventory reports cover stock on hand, purchases, issues, wastes, consumption, production, and buffet.

1. Select the Inventory category.
2. Choose a report such as Current inventory or Purchase.
3. Set location and date filters, then run the report.



Inventory report pack.

Inventory filters

1. After choosing a report, the right panel shows its filters.
2. Adjust dates, locations, or item filters as needed.
3. Run or export when the filter set matches the question you need answered.

Inventory > Current Inventory

Inventory Items

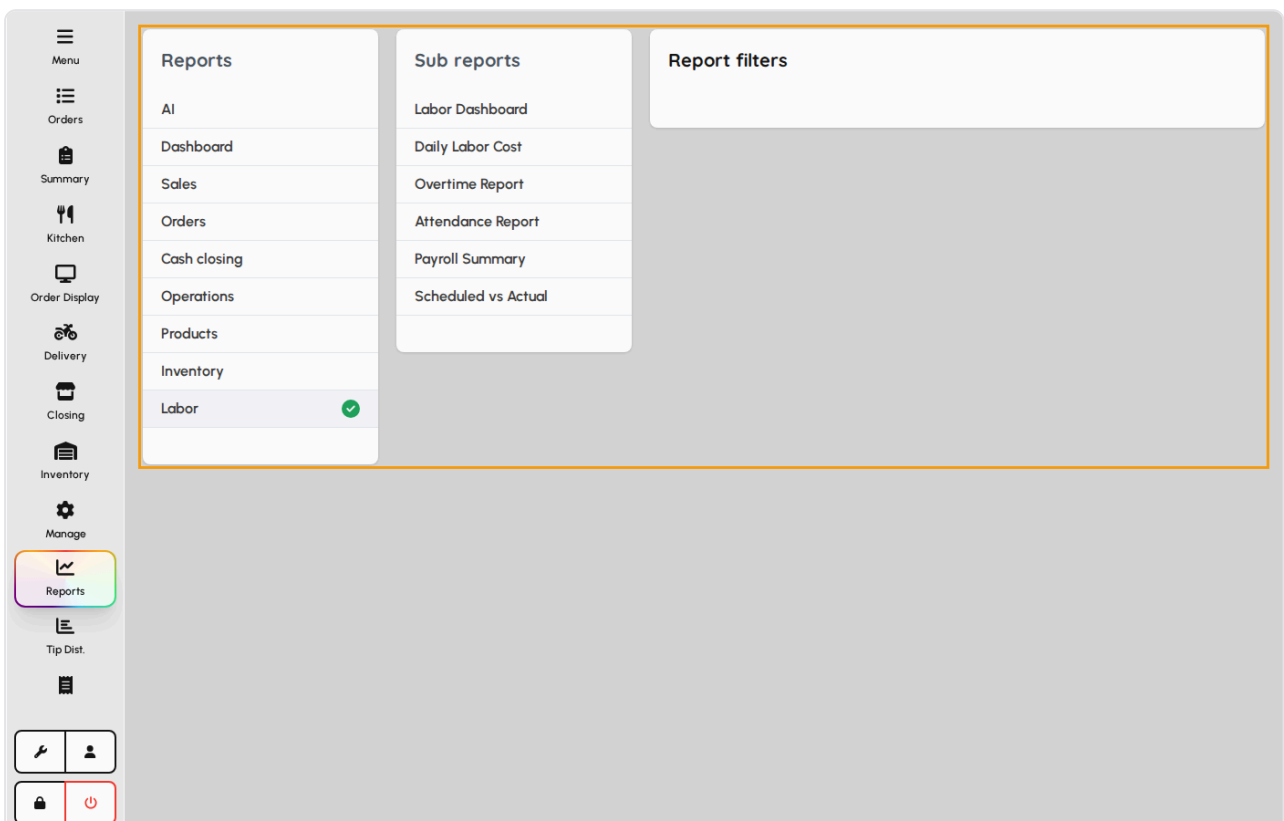
GENERATE

Filter panel for an inventory report.

Labor pack

Labor reports summarize cost, overtime, attendance, payroll, and scheduled vs actual hours.

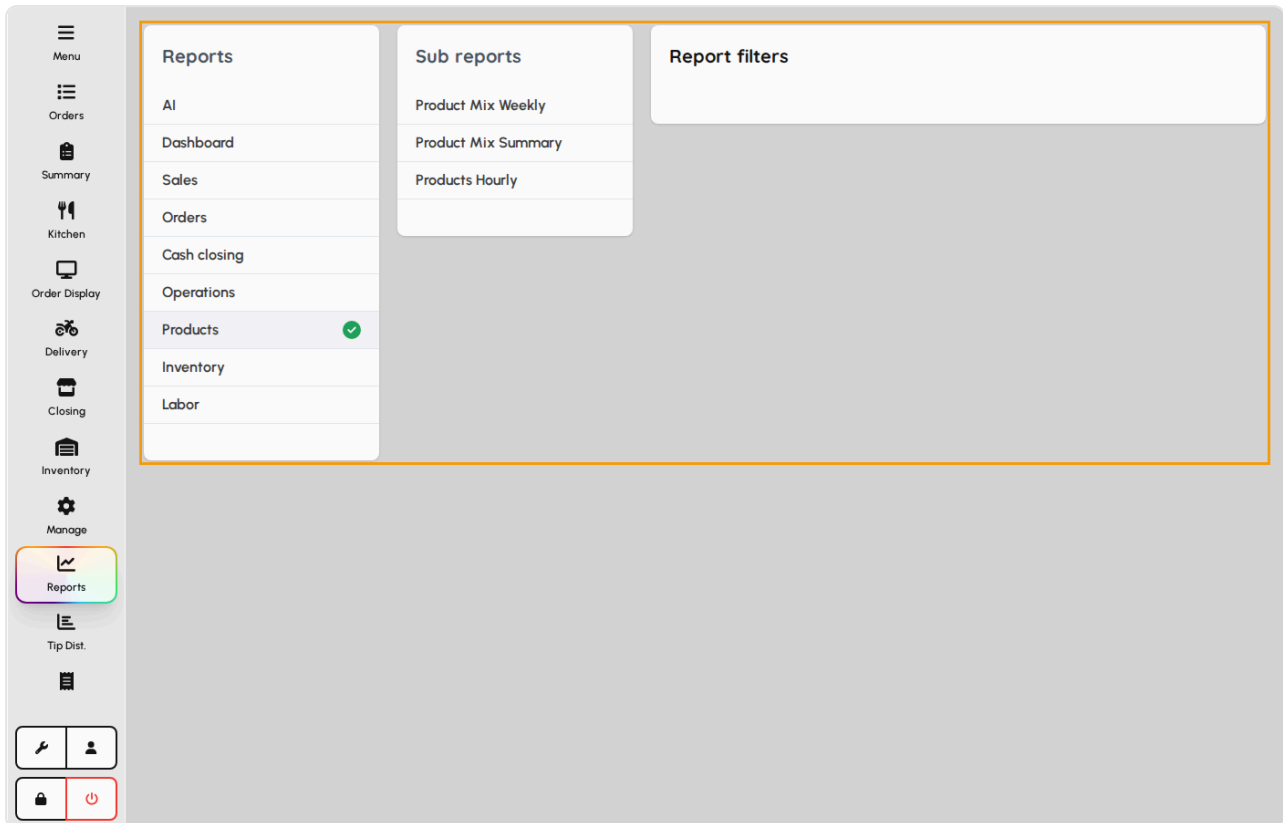
1. Select the Labor category.
2. Open Labor dashboard or Daily labor cost for high-level views.
3. Use Attendance or Payroll summary for people-cost detail.



Labor report pack.

Products pack

1. Select the Products category.
2. Use Product mix summary or weekly mix for item performance.
3. Products hourly shows velocity by hour for staffing and prep planning.



Products report pack.

Tax report filters

Tax sits under Sales. Administrators use it to reconcile collected tax by period.

1. Open Sales, then Tax.
2. Set the date range and any venue filters.
3. Run the report for filing or audit checks.

Sales > Tax

Select a range

Today

Tax

Select...

GENERATE

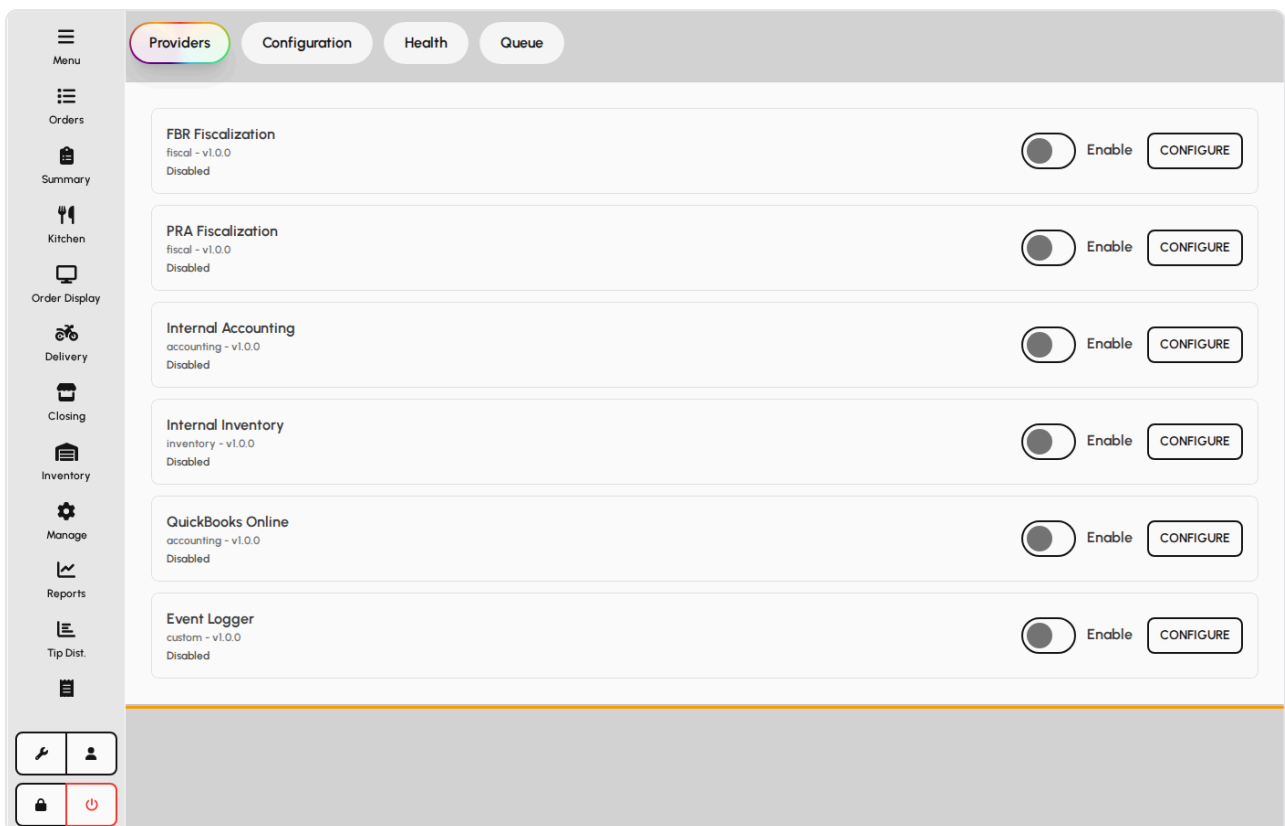
Tax report filter panel.

Integrations

Integrations connect POSR to external accounting, fiscal, logging, and inventory providers. Enable providers, configure credentials, and monitor health and the outbound queue.

Open Integrations

1. Sign in with a user that has integrations access.
2. Tap Integrations in the sidebar.
3. The screen opens on the Providers tab by default.



Integrations screen with tabs and providers list.

Tab navigation

Tabs cover provider list, configuration, health checks, and the sync queue. Switching tabs may require manager PIN approval.

1. Providers lists available connectors and enable/disable switches.
2. Configuration holds credentials and provider-specific settings.
3. Health and Queue show runtime status and pending jobs.



Integrations tab bar.

Providers

1. Review each provider card: name, category, version, and enabled state.
2. Use the switch to enable or disable a provider (approval may be required).
3. Tap Configure to open that provider on the Configuration tab.

FBR Fiscalization fiscal - v1.0.0 Disabled	☐ Enable	CONFIGURE
PRA Fiscalization fiscal - v1.0.0 Disabled	☐ Enable	CONFIGURE
Internal Accounting accounting - v1.0.0 Disabled	☐ Enable	CONFIGURE
Internal Inventory inventory - v1.0.0 Disabled	☐ Enable	CONFIGURE
QuickBooks Online accounting - v1.0.0 Disabled	☐ Enable	CONFIGURE
Event Logger custom - v1.0.0 Disabled	☐ Enable	CONFIGURE

Providers list with enable switches.

Configuration

Configuration stores secrets and mapping options for the selected provider.

1. Select a provider from the dropdown or arrive via Configure.
2. Fill required fields (API keys, company IDs, account mappings, etc.).
3. Connect or run initial sync when the provider supports OAuth or bulk sync.

The screenshot shows a web application interface with a sidebar on the left and a main configuration area. The sidebar contains icons and labels for various sections: Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage, Reports, Tip Dist., and a bottom section with icons for a wrench, a person, a lock, and a power button. The main area has a top navigation bar with tabs: Providers, Configuration (highlighted), Health, and Queue. Below the tabs, the 'Configuration' section is active, showing a dropdown menu for 'Provider' set to 'FBR Fiscalization'. The configuration fields are organized into two columns. The left column includes: 'API Base URL', 'Seller NTN', 'Default PCT Code', a toggle for 'Punjab Mode (TotalAmount without tax)' with a sub-note 'When enabled, line TotalAmount = Quantity * SaleValue (FBR Punjab).', a toggle for 'Offline Buffering', and a toggle for 'Block Settlement On Failure'. The right column includes: 'Bearer Token', 'POS ID', 'Invoice Type', a 'Receipt Logo' section with a 'Choose File' button and 'No file chosen' text, a 'Request Timeout (seconds)' field, and a 'QR Print Priority' field with a sub-note 'Higher priority prints first when multiple fiscal providers return a QR.'. A 'SAVE CONFIGURATION' button is located at the bottom left of the configuration area.

Providers Configuration Health Queue

Provider: FBR Fiscalization

API Base URL

Bearer Token

Seller NTN

POS ID

Default PCT Code

Invoice Type

☒ Punjab Mode (TotalAmount without tax)
When enabled, line TotalAmount = Quantity * SaleValue (FBR Punjab).

☒ Offline Buffering

☒ Block Settlement On Failure

SAVE CONFIGURATION

Receipt Logo
Choose File No file chosen
Printed beside the fiscal QR on receipts (100x100).

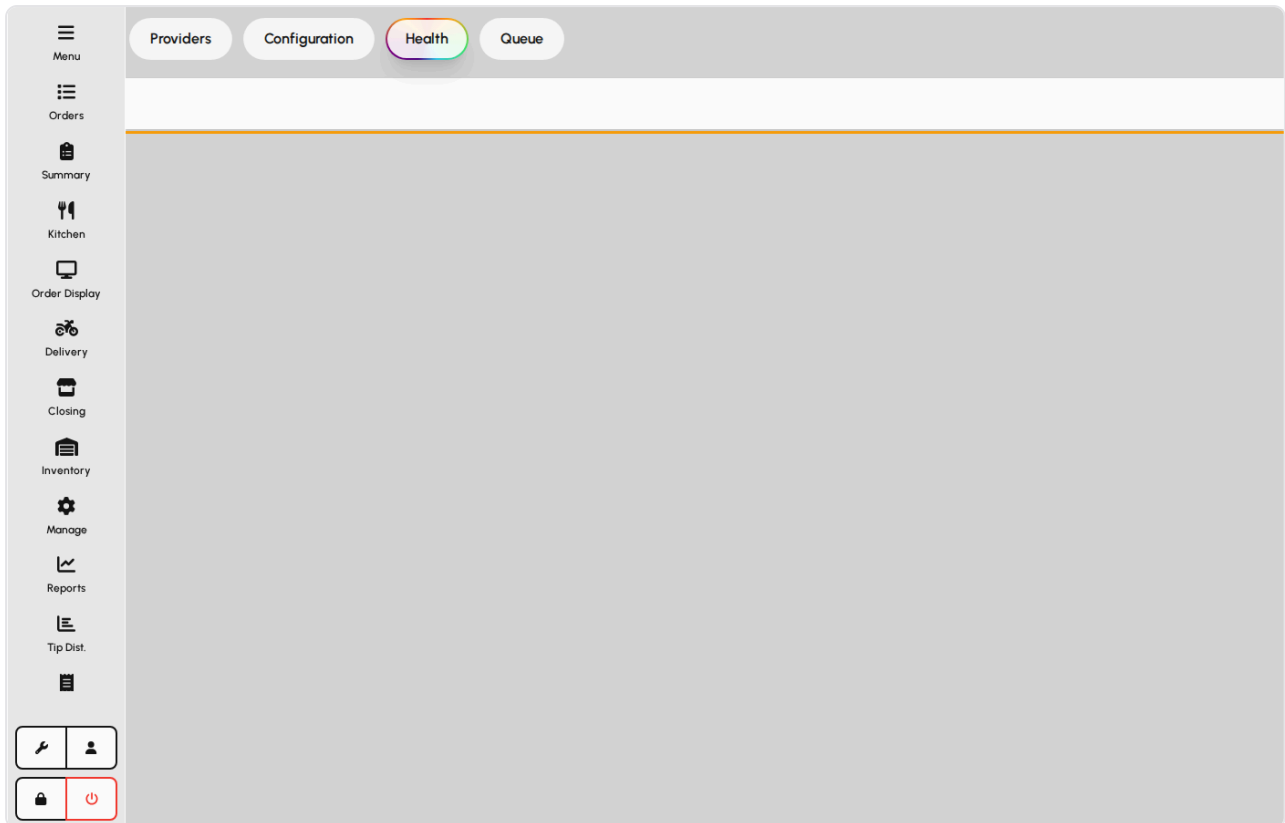
Request Timeout (seconds)

QR Print Priority
Higher priority prints first when multiple fiscal providers return a QR.

Configuration panel for a provider.

Health

1. Open the Health tab to see provider status snapshots.
2. Healthy providers can send events; failing ones need configuration or network checks.
3. Refresh happens when you open Integrations or after enable/disable.

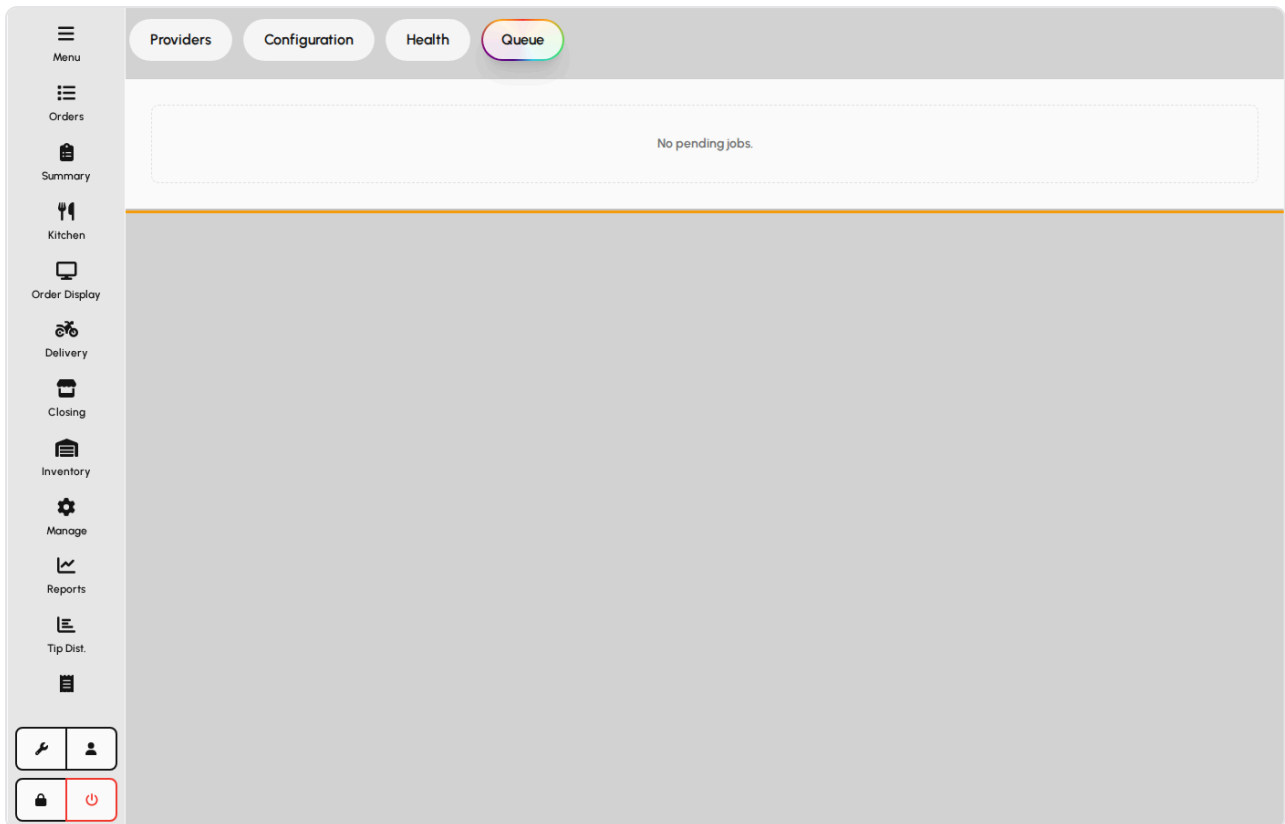


Health status panel.

Queue

The queue holds outbound jobs waiting to sync to external systems.

1. Open the Queue tab to inspect pending, retrying, or failed jobs.
2. Jobs update automatically while the tab is open.
3. Failed jobs usually clear after fixing configuration and retrying.



Integration queue panel.

Advanced device settings

Administrators use Settings for venue-wide operational controls: closing cycle, auto check close, session security, auto clock-out, service charges, active menus, inventory preferences, and printers. Open Settings with the wrench on the sidebar.

Settings for administrators

1. Sign in with a user that can change venue settings.
2. Open Settings from the wrench control.
3. Focus on cards that affect the whole venue, not only this browser's language or touch preference.

The screenshot displays the 'Advanced device settings' page. On the left is a vertical sidebar with icons for Menu, Orders, Summary, Kitchen, Order Display, Delivery, Closing, Inventory, Manage, Reports, Tip Dist., and a bottom section with a wrench icon (active) and a power icon. The main content area is divided into several cards:

- What's New:** View release notes and recent updates for this app. Updated 2026-08-10. Button: OPEN WHAT'S NEW.
- Menu settings:** Activate menus (Delivery x). Button: SAVE MENU SETTINGS.
- Hide table selection from menu:** Skip table selection and open the menu directly. Only applies to this device. Suitable for takeaway based ordering. Button: DISABLED.
- Cache:** Stores data into browser for faster operations. Button: RELOAD CACHE.
- Service charges:** Type: Fixed, Value: 3. Button: SAVE.
- Closing cycle:** Configure cycle start and end time. End time can be next day (example: 06:00 to 02:00). Enabled (toggle). Start time: 00:00, End time: 23:59. Button: SAVE.
- Auto check close:** Automatically close open table checks at closing cycle end time. Delivery orders are excluded. A warning appears 1 minute before close.
- Language:** Choose the display language for this device. Only applies to this device. Options: ENGLISH (selected), ESPAÑOL, TÜRKÇE, PORTUGUÊS (BRASIL), FRANÇAIS, NEDERLANDS, DEUTSCH, ITALIANO, العربية, РУССКИЙ.
- Text direction:** Choose left-to-right or right-to-left layout for this device. Options: LTR (selected), RTL.
- Inventory:** Ledger cutover and optional advanced tracking. Keep batch/expiry off unless you need them. Use inventory ledger (single source of truth) (toggle). Enable only after running the ledger backfill and confirming reconciliation. Costing method: Weighted Average. Purchase cost allocation: Enable landed costs (shipping, freight, etc.) (toggle), Enable purchase discounts in inventory cost (toggle), Enable purchase taxes in inventory cost (toggle). Default allocation method: By value.

Settings page — advanced / venue cards.

Closing cycle

Defines the business-day window used for closing and day-range operations.

1. Enable a custom cycle when the venue runs overnight.
2. Set start and end times for the business day.
3. Save (manager approval may be required).

Closing cycle

Configure cycle start and end time. End time can be next day (example: 06:00 to 02:00).

☒ Enabled

Start time

00:00 

End time

23:59 

SAVE

Closing cycle card.

Auto check close

1. Enable automatic settlement of open checks at cycle end.
2. Choose whether to print and which payment type to use.
3. Save when finished.

Auto check close

Automatically close open table checks at closing cycle end time. Delivery orders are excluded. A warning appears 1 minute before close.

☒ Enabled

☒ Print final bill on close

Payment type

Select... ▼

SAVE

Auto check close card.

Session security

1. Enable idle lock or logout for unattended terminals.
2. Set idle minutes and the action (lock vs logout).
3. Save (manager approval may be required).

Session security

Automatically lock or log out this user after a period of inactivity. Choose one action.

☒ Enabled

Idle minutes (e.g. 0.1 $\approx$ 6 seconds)

0.2

Action

LOCK

LOGOUT

SAVE

Session security card.

Auto clock-out

1. Enable automatic clock-out for labor accuracy.
2. Choose triggers: shift end, defined time, or both.
3. Save when finished.

Auto clock-out

Automatically clock out the logged-in user when their shift ends and/or at a fixed daily time. Uses the scheduled shift when available, otherwise the user's assigned shift. Applies to all users.

☒ Enabled

☒ Clock out when shift ends

☐ Clock out at a defined time

Clock-out time

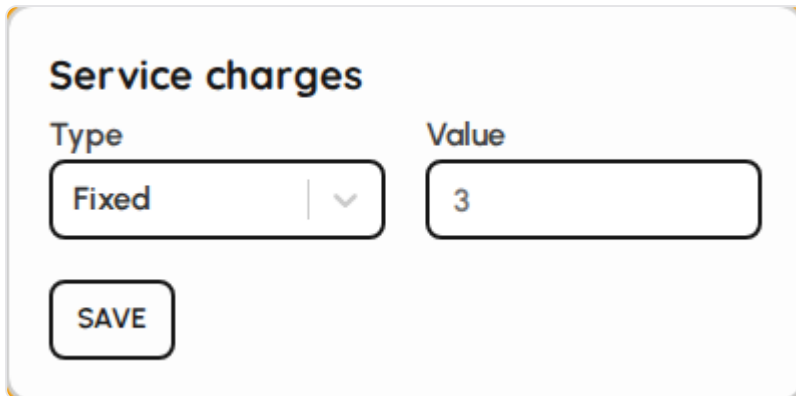
23:00

SAVE

Auto clock-out card.

Service charges

1. Set default service charge type (percent or fixed) and value.
2. These defaults apply when service charge is used on payment.
3. Save (manager approval may be required).

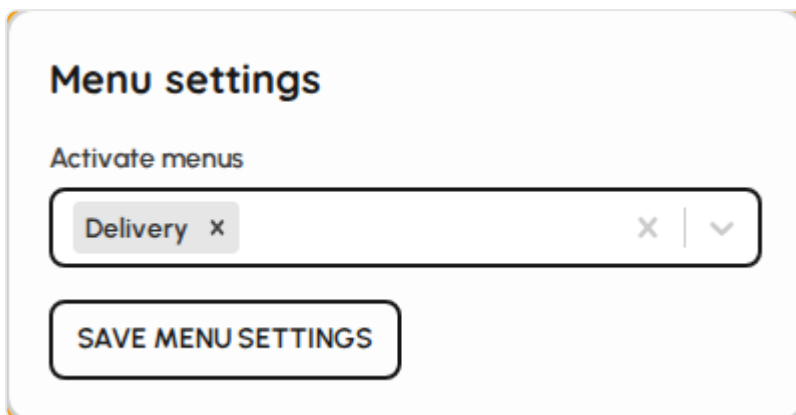


The 'Service charges' card features a title 'Service charges' at the top. Below it, there are two input fields: 'Type' with a dropdown menu currently showing 'Fixed', and 'Value' with a text input containing the number '3'. A 'SAVE' button is positioned at the bottom left of the card.

Service charges card.

Active menus

1. Select which menus this terminal can sell from.
2. Save so floor staff see the correct categories and dishes.
3. Combine with Manage → Menus for full menu maintenance.



The 'Menu settings' card has a title 'Menu settings'. Below the title is the label 'Activate menus' followed by a multi-select dropdown menu. The dropdown currently displays 'Delivery' with an 'x' icon to its right. To the right of the dropdown is another 'x' icon and a downward arrow. A 'SAVE MENU SETTINGS' button is located at the bottom of the card.

Menus card.

Inventory settings

1. Configure inventory-related device preferences used by stock flows.
2. Save when finished.
3. Deep inventory documents live under the Inventory sidebar.

Inventory

Ledger cutover and optional advanced tracking. Keep batch/expiry off unless you need them.

☒ Use inventory ledger (single source of truth)

Enable only after running the ledger backfill and confirming reconciliation.

Costing method

Weighted Average



Purchase cost allocation

☒ Enable landed costs (shipping, freight, etc.)

☒ Enable purchase discounts in inventory cost

☒ Enable purchase taxes in inventory cost

Default allocation method

By value



Default purchase tax behavior

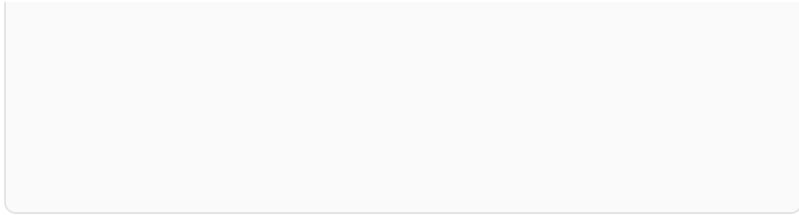
Non-recoverable (capitalize)



Non-recoverable tax is capitalized into inventory. Recoverable tax is ignored for valuation.

☒ Enable batch tracking

☐ Enable expiry tracking



Inventory settings card.

Printers

1. Assign receipt, kitchen, and other printers for this device.
2. Save so tickets and receipts print to the correct hardware.
3. Print options on neighboring cards control what is printed.

When enabled, this browser/terminal uses the system printer assignments below instead of the logged-in user's printers (except delivery).

System printers (this device)

Stored in this browser only. Ideal for shared terminals so prints go to nearby printers. Delivery is not included — it stays user or global.

Printers for temp print

Select printers...



Printers for final print

Select printers...



Printers for refund print

Select printers...



Printers for summary print

Select printers...



User printers

Stored per logged-in user. Used when system printers are off, and always for delivery.

Printers for temp print

printer 1 x



Printers for final print

printer 1 x



Printers for refund print

printer 1 x

x | v

Printers for delivery print

Printers card.