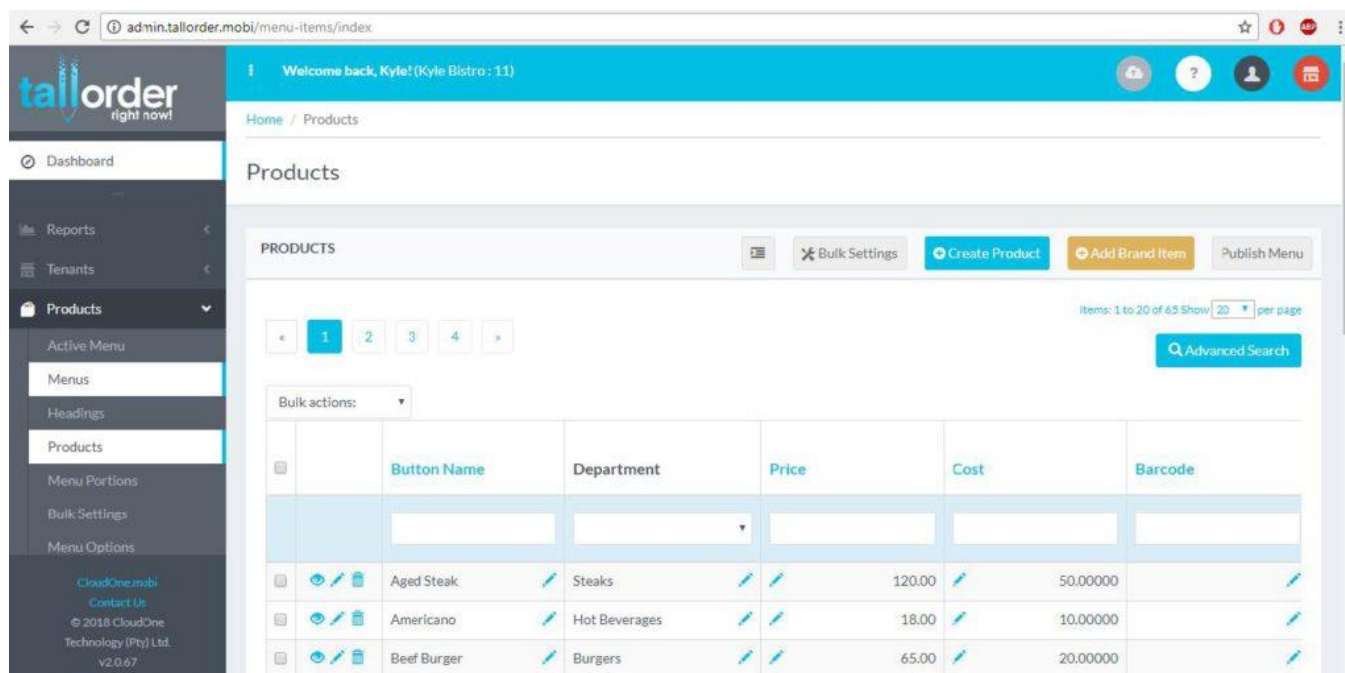


TALLORDER SOLUTIONS CREATING PRODUCTS

Products are the items/services that are for sale in your business. These items are anything that is to be sold in your business and items you want to have reporting records of. In hospitality, you can create products that serve as an extra for meals; such as extra eggs with a particular breakfast.

Click on 'Products' on the left hand side of the TallOrder admin Dashboard and it will display a dropdown list of functions related to 'Products'. Select 'Products' and then click 'Create Product'.



Input the name of the product/item – 'Button Name' is the name that will display on the TallOrder POS. Display Name is the name that will appear in TallOrder Reporting. 'Print Slip Name' is the name that will appear on your slips. You can also add a product/service description under 'Display Description'.

'SKU' serves as a product code that would be uniquely associated with a particular product – the search function on the POS will allow the user to search a product via SKU in Hospitality & Retail.

'Barcode' is a readable code that would be uniquely associated with a particular product – you can input the product/item barcode here. This will allow you to make use of a barcode scanner with TallOrder POS to scan items for sale. The search function in the TallOrder POS also allows you to search products via barcode.

'Department' contains reporting categories that allows you to assign a particular product to an already created department.

'Modifier Only' refers to marking an item, such as an Extra, to appear as an Add-On only.

Under the Finance Tab you can input the Selling Price in 'Price' and the Cost Price of the item in 'Cost'.

'Tax Group' allows you to make the particular product Taxable or non-taxable.

'On Special' allows a price to be overridden with a promotional price – If your product initially sells for R25, you can mark it on special for R15.

'SQ' refers to Seasonal Quote, which will require the user to input the SQ price.

Within the Availability Tab, you can stipulate specific periods of time/days that a product will be available.

In the POS Tab, the user can assign the item to print to a designated printer (this is more applicable for hospitality for production slips) such as a Kitchen Printer or Bar Printer etc.

The ToGo Tab allows you to stipulate whether the respective item/product will be available for ToGo and whether it will be an 'Auto-Accept' item on ToGo or not.