



Open the **platform** and click **+ Add Option menu**.

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Option menus (0 option menus)

Q Type to search

Show 50 records

+ Add Option menu

| ID               | Name | Prepare separately | Store | Min selection | Max selection |
|------------------|------|--------------------|-------|---------------|---------------|
| No records found |      |                    |       |               |               |

 Click on the text field **Name** and type in your Option menu title.

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Add Option menu

Option menu

Option menu CLOSE

Name\*

Option menu

Should be prepared separately

No

Min selection

Max selection

Identification

Your reference

ID

Option item

| ID                | Name | Type | Hide on receipt | Prepare separately | Product |
|-------------------|------|------|-----------------|--------------------|---------|
| + Add option item |      |      |                 |                    |         |

Save



Click **No** to choose if your option menu should or should not be prepared separately.

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Add Option menu

Option menu

Option menu

CLOSE

Name\* Optional whipped cream

Option menu

Should be prepared separately

No

Min selection

Max selection

Identification

Your reference

ID

Option item

| ID                | Name | Type | Hide on receipt | Prepare separately | Product |
|-------------------|------|------|-----------------|--------------------|---------|
| + Add option item |      |      |                 |                    |         |

Save



Select **Depends on product, Yes** or **No**, if your Option menu should be prepared separately.

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Option menu

Option menu

CLOSE

Name\* Optional whipped cream

Option menu

Should be prepared separately

No
Depends on product
Yes
✓ No

Min selection
Max selection

Identification

Your reference
ID

Option item

| ID                | Name | Type | Hide on receipt | Prepare separately | Product |
|-------------------|------|------|-----------------|--------------------|---------|
| + Add option item |      |      |                 |                    |         |

Save

 Click on the text fields **Min selection** and **Max selection** to add these.

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Add Option menu

Option menu

Option menu

CLOSE

Name\* Optional whipped cream

Option menu

Should be prepared separately No

Min selection 0
Max selection 1

Identification

Your reference ID

Option item

| ID                | Name | Type | Hide on receipt | Prepare separately | Product |
|-------------------|------|------|-----------------|--------------------|---------|
| + Add option item |      |      |                 |                    |         |

Save



Add option items by clicking on **+ Add option item**.

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Add Option menu

Option menu

Option menu

CLOSE

Name\* Optional whipped cream

Option menu

Should be prepared separately

No

Min selection

0

Max selection

1

Identification

Your reference

ID

Option item

| ID                | Name | Type | Hide on receipt | Prepare separately | Product |
|-------------------|------|------|-----------------|--------------------|---------|
| + Add option item |      |      |                 |                    |         |

Save



Add Option details. Start by clicking on the text field **Option name** and give your Option menu a title.

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Add Option menu

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Option menu

CLOSE

Name\* Optional whipped cream

Option menu

Should be prepared separately

No

Min selection

0

Max selection

1

Identification

Your reference

ID

Option item

| ID | Name | Type | Hide on receipt | Prepare separately | Product |
|----|------|------|-----------------|--------------------|---------|
|----|------|------|-----------------|--------------------|---------|

Option details

Option name\*

Type\*

Hide on receipt

Save



Click on **Type**.

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**Add Option menu**

Option menu

CLOSE ✕

**Option menu**

Name\* Optional whipped cream

---

**Option menu**

Should be prepared separately No

Min selection 0

Max selection 1

---

**Identification**

Your reference

ID

---

**Option item**

| ID                                                                                                                                                                | Name | Type | Hide on receipt | Prepare separately | Product |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|-----------------|--------------------|---------|
| <p><b>Option details</b></p> <p>Option name* Without cream</p> <p>Type* <span style="border: 2px solid orange; padding: 2px;"> </span></p> <p>Hide on receipt</p> |      |      |                 |                    |         |

Save





Select your option details Type. Choose between **Product option** and **Remark**. In our case we selected Remark.

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Option menu

CLOSE (X)

Name\*

Optional whipped cream

Option menu

Should be prepared separately

No

Min selection

0

Max selection

1

Identification

Your reference

ID

Option item

| ID              | Name                                                            | Type | Hide on receipt | Prepare separately | Product |
|-----------------|-----------------------------------------------------------------|------|-----------------|--------------------|---------|
| Option details  |                                                                 |      |                 |                    |         |
| Option name*    | Without cream                                                   |      |                 |                    |         |
| Type*           | <div>Remark</div> <div>Product option</div> <div>✓ Remark</div> |      |                 |                    |         |
| Hide on receipt |                                                                 |      |                 |                    |         |

Save



Click on **Hide on receipt**.

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**Add Option menu**

Option menu

CLOSE ✕

**Option menu**

Name\* Optional whipped cream

---

**Option menu**

Should be prepared separately

No ▼

Min selection

0

Max selection

1

---

**Identification**

Your reference

ID

---

**Option item**

| ID                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Name | Type | Hide on receipt | Prepare separately | Product |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|-----------------|--------------------|---------|
| <p><b>Option details</b></p> <div style="display: flex; justify-content: space-between;"> <div>Option name*</div> <div>Without cream</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Type*</div> <div>Remark <span>▼</span></div> </div> <div style="display: flex; justify-content: space-between;"> <div>Hide on receipt</div> <div style="border: 2px solid orange; padding: 2px;"> <span>▼</span> </div> </div> |      |      |                 |                    |         |

Save



Choose between **Yes or No**. In our case we selected no.

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Option menu

Option menu

CLOSE

Name\*

Optional whipped cream

Option menu

Should be prepared separately

No

Min selection

0

Max selection

1

Identification

Your reference

ID

Option item

| ID              | Name                                                      | Type | Hide on receipt | Prepare separately | Product |
|-----------------|-----------------------------------------------------------|------|-----------------|--------------------|---------|
| Option details  |                                                           |      |                 |                    |         |
| Option name*    | Without cream                                             |      |                 |                    |         |
| Type*           | Remark                                                    |      |                 |                    |         |
| Hide on receipt | <div> <div>No</div> <div>Yes</div> <div>✓ No</div> </div> |      |                 |                    |         |

Save



Confirm your Option details by clicking on **Add**.

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Add Option menu

Option menu

Option menu

CLOSE

Name\*
Optional whipped cream

separately

Max selection

1

Identification

Your reference
ID

Option item

| ID              | Name          | Type | Hide on receipt | Prepare separately | Product |
|-----------------|---------------|------|-----------------|--------------------|---------|
| Option details  |               |      |                 |                    |         |
| Option name*    | Without cream |      |                 |                    |         |
| Type*           | Remark        |      |                 |                    |         |
| Hide on receipt | No            |      |                 |                    |         |

Add

Cancel

Save



To add another option item. Click on **+ Add option item**.

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Add Option menu

Option menu

Option menu

CLOSE

Name\*
Optional whipped cream

Option menu

Should be prepared separately

No

Min selection

0

Max selection

1

Identification

Your reference

ID

Option item

| ID | Name          | Type   | Hide on receipt | Prepare separately | Product |
|----|---------------|--------|-----------------|--------------------|---------|
| #  | Without cream | Remark | No              |                    |         |

+ Add option item

Save



Click on each field in the highlighted area and add your Option details for **Option name**, **Type\***, **Hide on receipt** as previously done.

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Add Option menu

Option menu

Option menu

CLOSE

Name\*

Optional whipped cream

Identification

Your reference

ID

Option item

| ID | Name          | Type   | Hide on receipt | Prepare separately | Product |
|----|---------------|--------|-----------------|--------------------|---------|
| #  | Without cream | Remark | No              |                    |         |

Option details

Option name\*

With whipped cream

Type\*

Product option

Hide on receipt

No

Should be prepared separately

Default

Product\*

Add

Cancel

Save



If you selected **Product option** for Type, further information can be added.

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Add Option menu

Option menu

Option menu

CLOSE

Name\* Optional whipped cream

Identification

Your reference
ID

Option item

| ID | Name          | Type   | Hide on receipt | Prepare separately | Product |
|----|---------------|--------|-----------------|--------------------|---------|
| #  | Without cream | Remark | No              |                    |         |

Option details

Option name\*

With whipped cream

Type\*

Product option

Hide on receipt

No

Should be prepared separately

Default

Product\*

Add

Cancel

Save



Click on **Default** to select whether the Option item should be prepared separately.

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Option menu

Option menu

CLOSE

Name\* Optional whipped cream

Identification

Your reference
ID

Option item

| ID | Name          | Type   | Hide on receipt | Prepare separately | Product |
|----|---------------|--------|-----------------|--------------------|---------|
| #  | Without cream | Remark | No              |                    |         |

Option details

Option name\*

With whipped cream

Type\*

Product option

Hide on receipt

No

Should be prepared separately

Default

Product\*

Add

Cancel

Save





Whether the Option item should be prepared separately or not, can be decided by selecting between **Default**, **Yes** or **No**.

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Add Option menu

Option menu

Option menu

CLOSE

Name\* Optional whipped cream

Identification

Your reference
ID

Option item

| ID | Name          | Type   | Hide on receipt | Prepare separately | Product |
|----|---------------|--------|-----------------|--------------------|---------|
| #  | Without cream | Remark | No              |                    |         |

Option details

Option name\*

With whipped cream

Type\*

Product option

Hide on receipt

No

Should be prepared separately

Default

✓ Default

Yes

No

Product\*

Add

Cancel

Save



Click on **Product**.

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**Add Option menu**

Option menu

**Option menu** CLOSE

Name\*

---

**Identification**

Your reference  ID

---

**Option item**

| ID | Name          | Type   | Hide on receipt | Prepare separately | Product |
|----|---------------|--------|-----------------|--------------------|---------|
| #  | Without cream | Remark | No              |                    |         |

---

**Option details**

Option name\*

Type\*

Hide on receipt

Should be prepared separately

Product\*

Add Cancel

Save



Type in the **search bar** your desired Product and click on it to confirm it. In our case we added it to the Product Creme Brulee.

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Add Option menu

Option menu

Option menu

CLOSE

Name\* Optional whipped cream

Identification

Your reference
ID

Option item

| ID | Name          | Type   | Hide on receipt | Prepare separately | Product |
|----|---------------|--------|-----------------|--------------------|---------|
| #  | Without cream | Remark | No              |                    |         |

Option details

Option name\*

With whipped cream

Type\*

Product option

Hide on receipt

No

Should be prepared separately

Default

Product\*

Processing products list. ...

cre

Creme Brulee

Crème De Cassis

Add

Cancel

Save



Confirm your Option details by clicking on **Add**.

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Add Option menu

Option menu

Option menu

CLOSE

Name\*
Optional whipped cream

Identification

Your reference
ID

Option item

| ID | Name          | Type   | Hide on receipt | Prepare separately | Product |
|----|---------------|--------|-----------------|--------------------|---------|
| #  | Without cream | Remark | No              |                    |         |

Option details

Option name\*

With whipped cream

Should be prepared separately

Default

Type\*

Product option

Product\*

Creme Brulee

Hide on receipt

No

Add

Cancel

Save



Click on **Save**.

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Add Option menu

Option menu

Option menu

CLOSE

Name\*
Optional whipped cream

Option menu

Should be prepared separately

No

Min selection

0

Max selection

1

Identification

Your reference

ID

Option item

| ID | Name               | Type           | Hide on receipt | Prepare separately | Product |
|----|--------------------|----------------|-----------------|--------------------|---------|
| #  | Without cream      | Remark         | No              |                    |         |
| #  | With whipped cream | Product option | No              |                    | Creme B |

+ Add option item

Save



Click on **Products**.

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Option menus (1 option menus)

Q Type to search Show 50 records + Add Option menu

| ID | Name                   | Prepare separately | Store | Min selection | Max selection |
|----|------------------------|--------------------|-------|---------------|---------------|
| #1 | Optional whipped cream | No                 |       | 0             | 1             |

1



Click on **Type to search**.

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Products (products)

General Allergens

Q Type to search Product group All Show 50 records Filter Columns + Add Product

| ID | Name | Product group | Turnover group | Price | Option price | VAT | Proc |
|----|------|---------------|----------------|-------|--------------|-----|------|
|----|------|---------------|----------------|-------|--------------|-----|------|



Type in the **Type to search text field** a Product.

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**Products (3 products)**

General Allergens

Q cheese Product group All Show 50 records Filter Columns + Add Product

SELECTED FILTERS (1) Search query = cheese

| ID  | Name                 | Product group | Turnover group | Price   | Option price | VAT       | Proc |
|-----|----------------------|---------------|----------------|---------|--------------|-----------|------|
| #18 | Cheese Fondue        | Dishes        | Food           | € 21.50 |              | 9% - Laag | Ke   |
| #25 | Cheesecake           | Desserts      | Food           | € 8.00  |              | 9% - Laag | Ke   |
| #28 | Selection Of Cheeses | Desserts      | Food           | € 14.00 |              | 9% - Laag | Ke   |

1





Click the **pencil icon** to edit your Product.

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**Products (3 products)**

General Allergens

Search: cheese Product group: All Show 50 records Filter Columns + Add Product

SELECTED FILTERS (1) Search query: cheese

| ID  | Name                 | Product group | Turnover group | Price   | Option price | VAT       | Proc |
|-----|----------------------|---------------|----------------|---------|--------------|-----------|------|
| #18 | Cheese Fondue        | Dishes        | Food           | € 21.50 |              | 9% - Laag | Ke   |
| #25 | Cheesecake           | Desserts      | Food           | € 8.00  |              | 9% - Laag | Ke   |
| #28 | Selection Of Cheeses | Desserts      | Food           | € 14.00 |              | 9% - Laag | Ke   |

1



Scroll down to Pop-ups and click on **+ Add option menu**.

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Edit Product

# Article

Article

CLOSE

Name\*
Cheesecake
Product group
Desserts
Turnover group\*
None (Default: Food)

Tax Rate\*
9% - Laag
Price per
Unit

☐ Open price
☒ Tax Rate Included

Production

Production Order
0
Course
None (Default)

Production attributes

DefaultKeuken
+ Add production attributes

Pop-ups

+ Add option menu

Composites
No components have been added yet
+ Add item

Search & filters

SearchField1
SearchField2

Other

Store
None
☐ Is option only

Process

Workflow
Default
Processing type
Default
Package profile
None

Identification

Your reference
f98c19b0-eea3-4a81-92c

Save



Click on the following **highlighted field**.

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Edit Product

# Article

Article

CLOSE

Name\*
 Cheesecake
 Product group
 Desserts
 Turnover group\*
 None (Default: Food)

Tax Rate\*
 9% - Laag
 Price per
 Unit
 Tax Rate Included

Production
 Production Order
 0
 Course
 None (Default)
 Production attributes
 DefaultKeuken
 + Add production attributes

Pop-ups
 Option menu:
 + Add option menu

Composites
 No components have been added yet
 + Add item

Search & filters

SearchField1
 SearchField2

Other

Store
 None
 Is option only

Process

Workflow
 Default
 Processing type
 Default
 Package profile
 None

Identification

Your reference
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Save



Click on your added Option Menu. In our case it's **Optional whipped cream**.

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Edit Product

# Article

Article

CLOSE

×

Name\*

Cheesecake

Product group

Desserts

Turnover group\*

None (Default: Food)

Tax Rate\*

9% - Laag

Price per

Unit

☐ Open price
☒ Tax Rate Included

Production

Production Order

0

Course

None (Default)

Production attributes

DefaultKeuken

+ Add production attributes

Pop-ups

Option menu:

Optional whipped cream

+ Add option menu

Composites

No components have been added yet

+ Add item

Search & filters

SearchField1

SearchField2

Other

Store

None

☐ Is option only

Process

Workflow

Default

Processing type

Default

Package profile

None

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Save



Scroll down and click **Save**

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Edit Product

# Article

Article

CLOSE

Name\*

Cheesecake

Product group

Desserts

Turnover group\*

None (Default: Food)

☒ Tax Rate Included

SearchField1

SearchField2

Production

Production Order

0

Course

None (Defai

Production attributes

DefaultKeuken

+ Add production attributes

Pop-ups

Option menu:

Optional whipped cream

+ Add option menu

☐ Depends on product

Composites

No components have been added yet

+ Add item

Other

Store

None

☐ Is option only

Process

Workflow

Default

Processing type

Default

Package profile

None

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ID

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Save



**Scroll** to the right until Option Menu to check if your Option menu was added to your selected Product.

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Products (3 products)

General Allergens

Search: cheese Product group: All Show 50 records Filter Columns Add Product

SELECTED FILTERS (1) Search query: cheese

| ID  | Name                 | Product group | Turnover group | Price   | Option price | VAT       | Proc |
|-----|----------------------|---------------|----------------|---------|--------------|-----------|------|
| #18 | Cheese Fondue        | Dishes        | Food           | € 21.50 |              | 9% - Laag | Ke   |
| #25 | Cheesecake           | Desserts      | Food           | € 8.00  |              | 9% - Laag | Ke   |
| #28 | Selection Of Cheeses | Desserts      | Food           | € 14.00 |              | 9% - Laag | Ke   |

1



Your Option menu was added to your selected Product. That's it. You're done.

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Products (3 products)

General Allergens

Search: cheese Product group: All Show 50 records Filter Columns Add Product

SELECTED FILTERS (1) Search query: cheese

| ID  | Name                 | Production attributes | Option menu            | Course   | Price |
|-----|----------------------|-----------------------|------------------------|----------|-------|
| #18 | Cheese Fondue        | Keuken                |                        | Dishes   |       |
| #25 | Cheesecake           | Keuken                | Optional whipped cream | Desserts |       |
| #28 | Selection Of Cheeses | Keuken                |                        | Desserts |       |

1



Scan to go to the interactive player