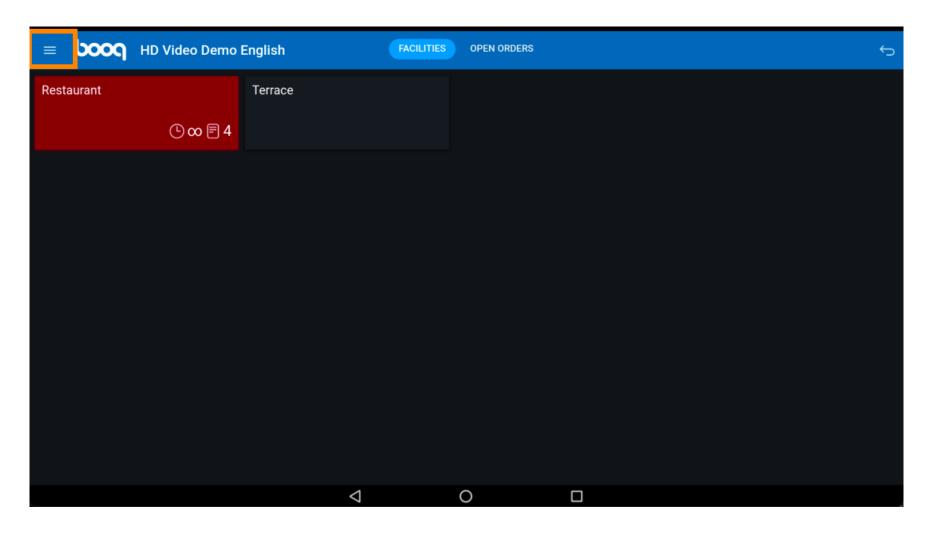
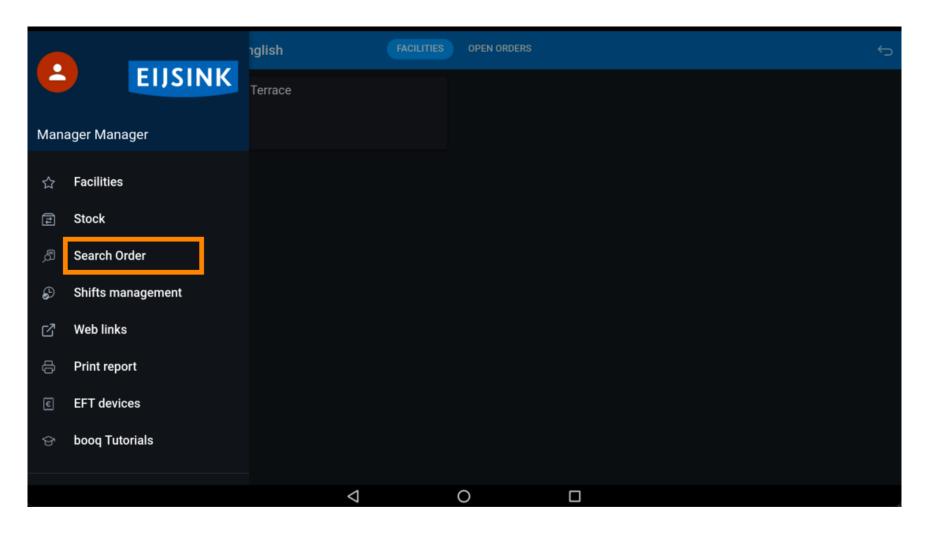


i Click on the menu icon.



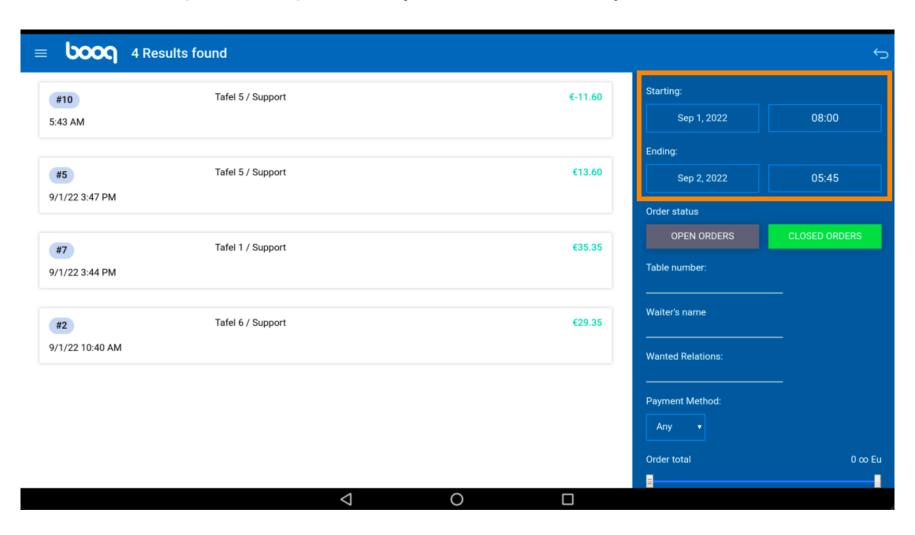


i Click on Search Order.



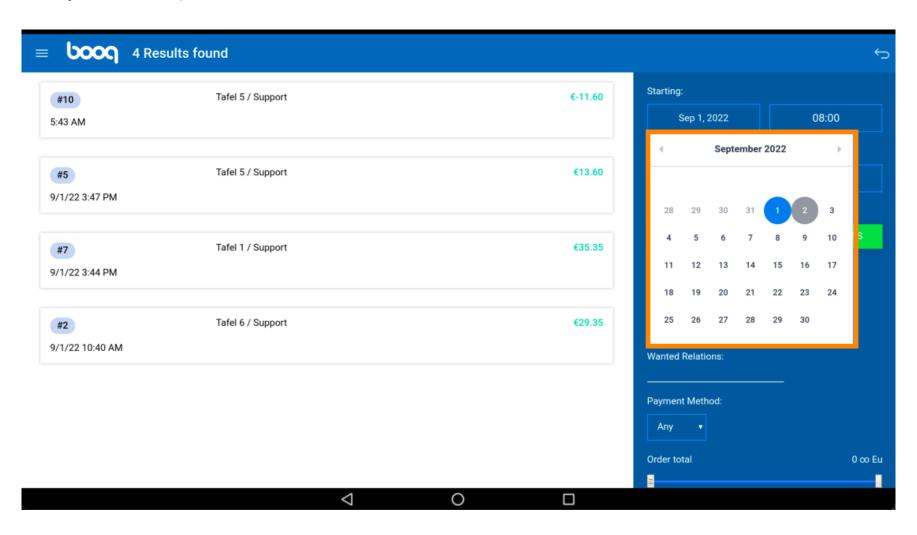


Click on the Starting and Ending date to adjust the time frame of your search order.



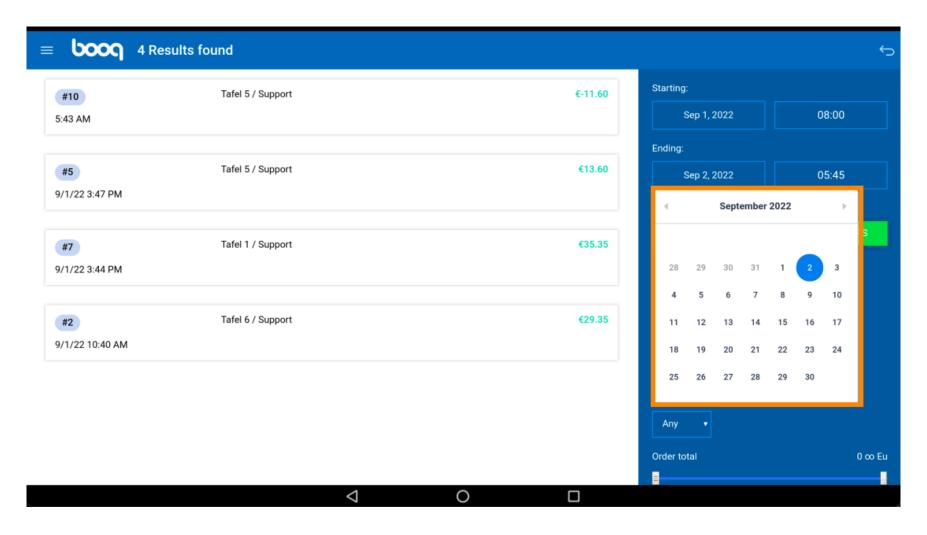


Select your starting date.



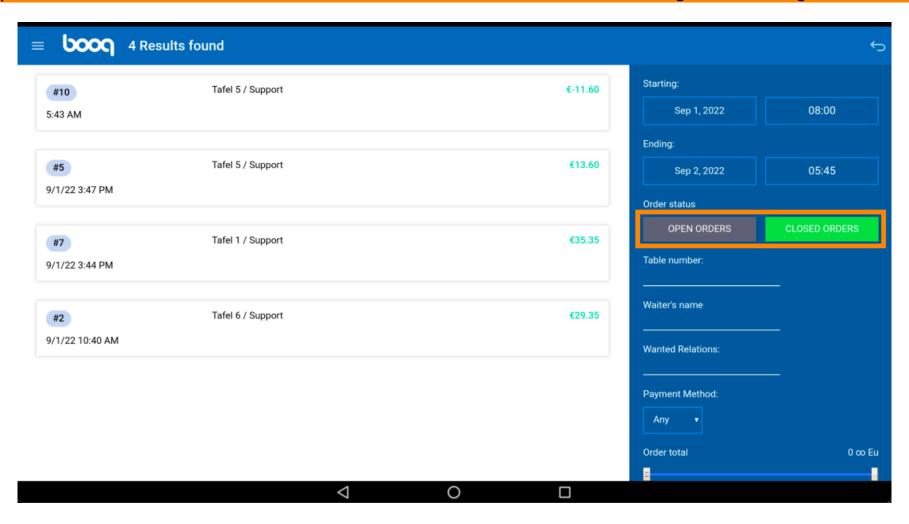


(i) Click on the highlighted area and select your ending date.



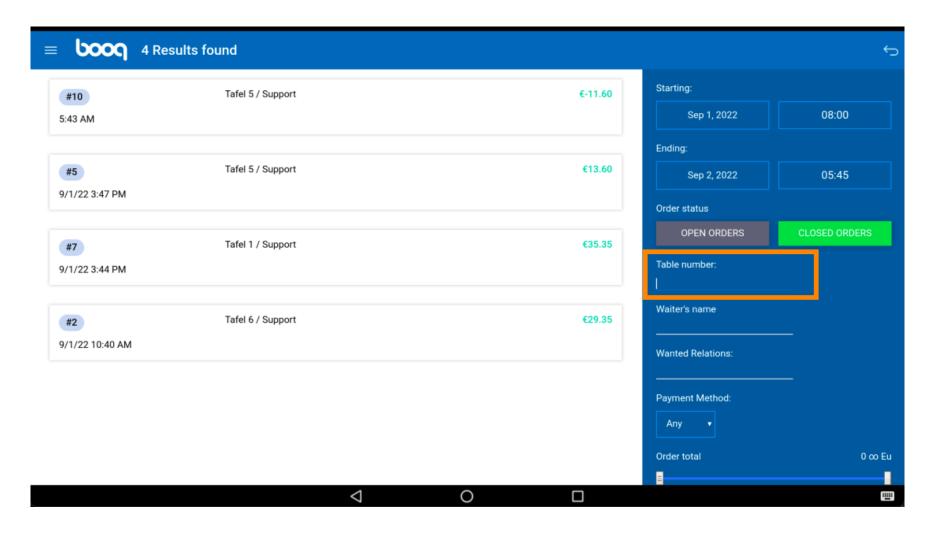


By clicking on OPEN ORDERS or CLOSED ORDERS you can filter your search more. Note: it is also possible to click on both, however CLOSED ORDERS is the default setting. When it is green it is enabled.



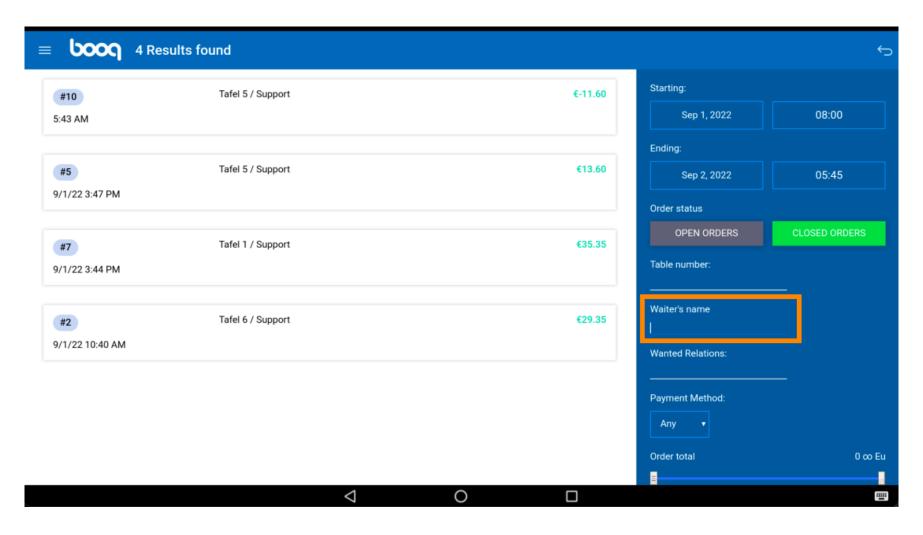


Click on the text field Table number: to add a table number.



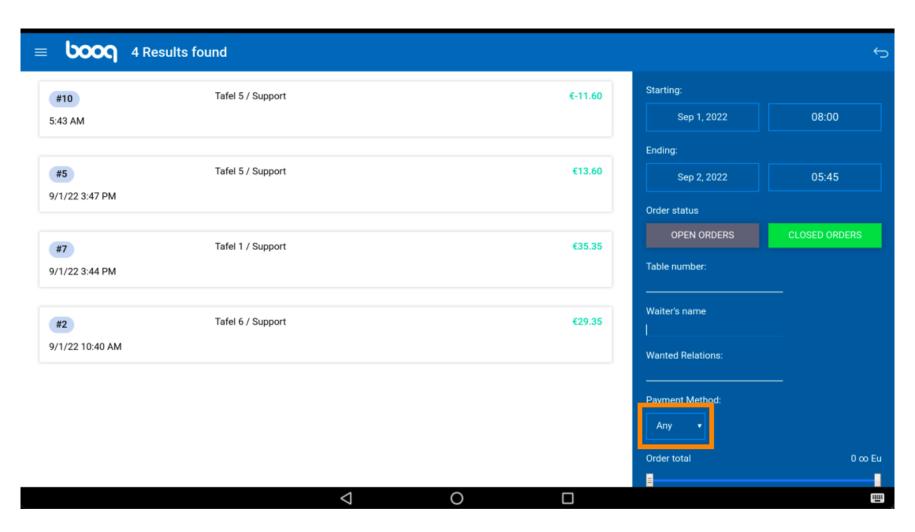


Click on the text field Waiter's name to specify your search order more.



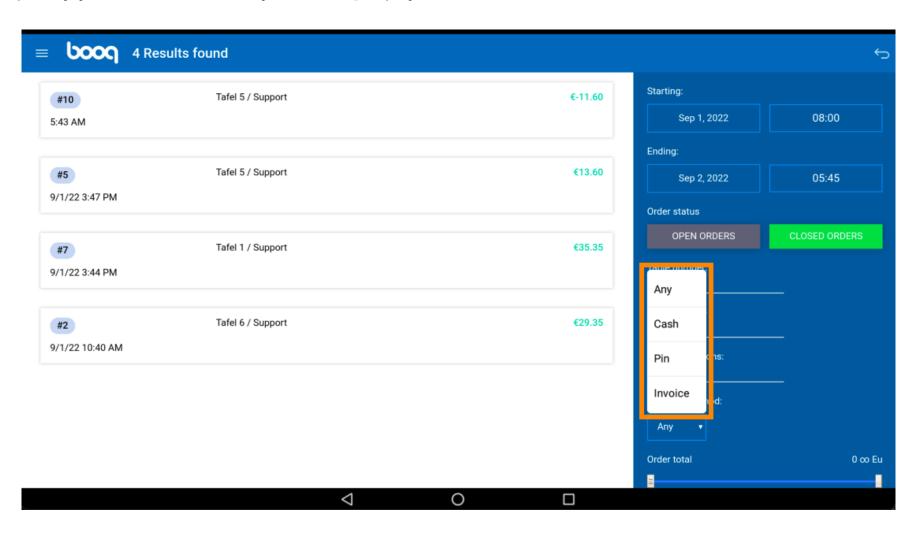


Click on Any.



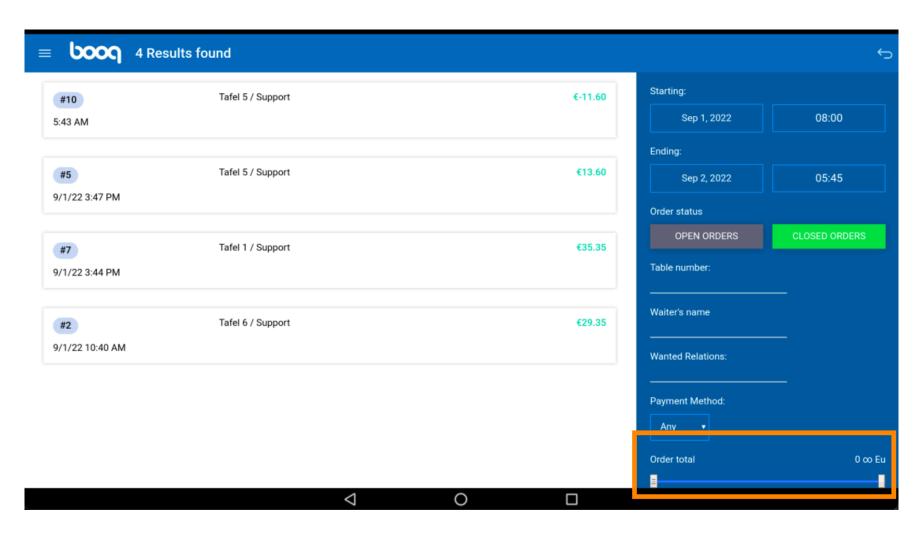


Specify your search order by selecting a payment method.



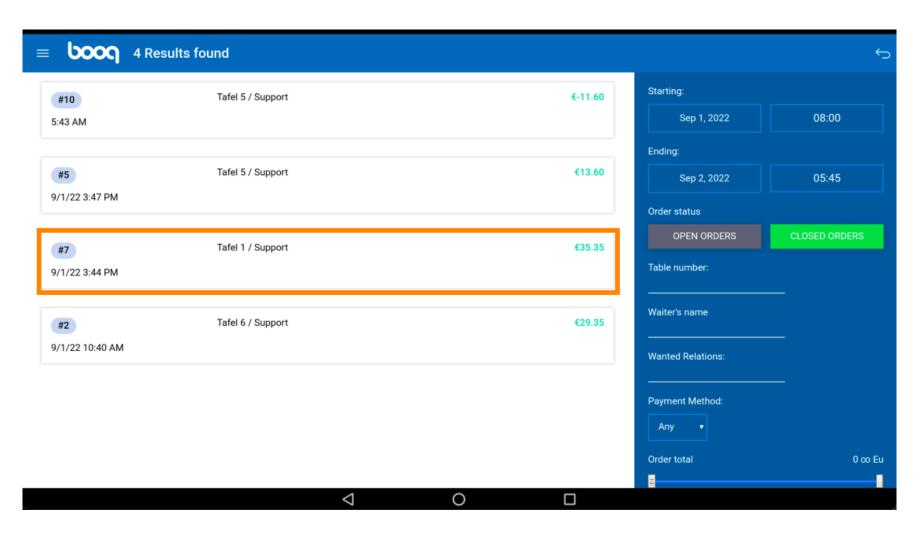


Add the amount of the order in the field Order total.



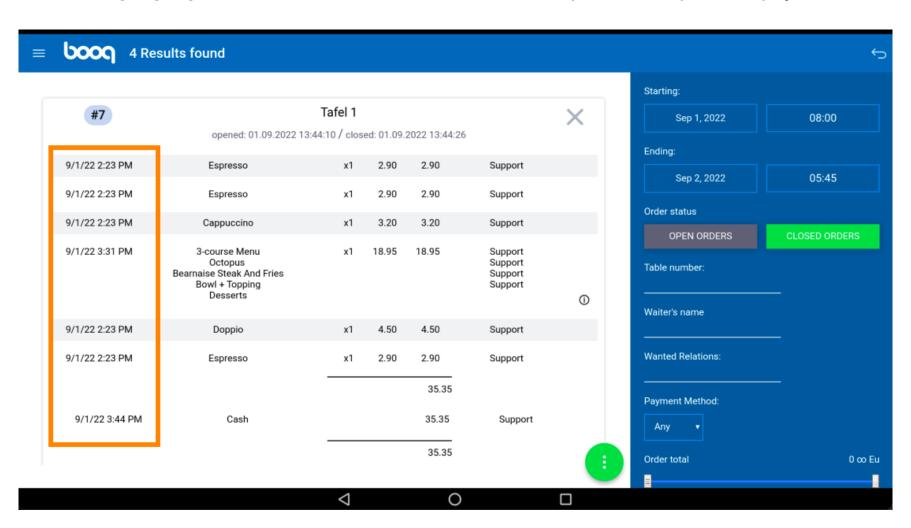


To view order details click on the order.



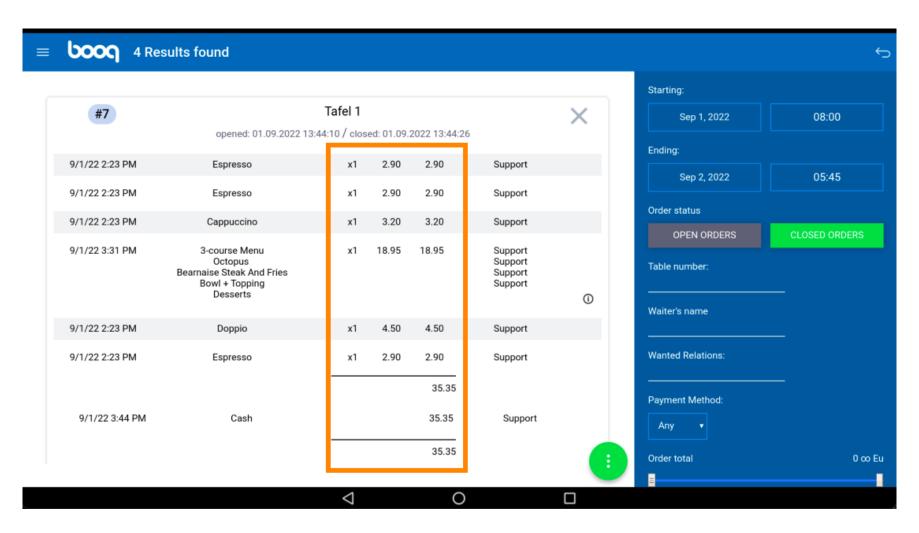


The following highlighted area describes the time/date stamp when the product/payment is done.



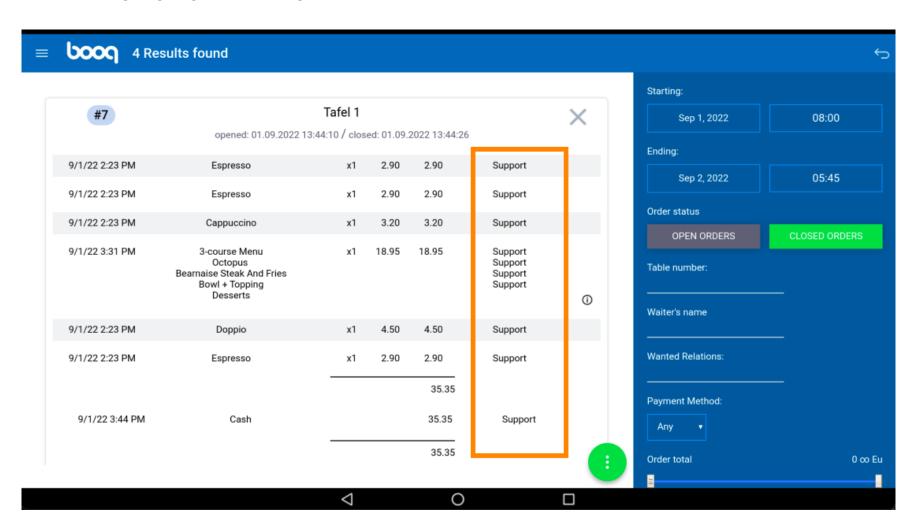


The following highlighted area describes the amount of the product/payment.



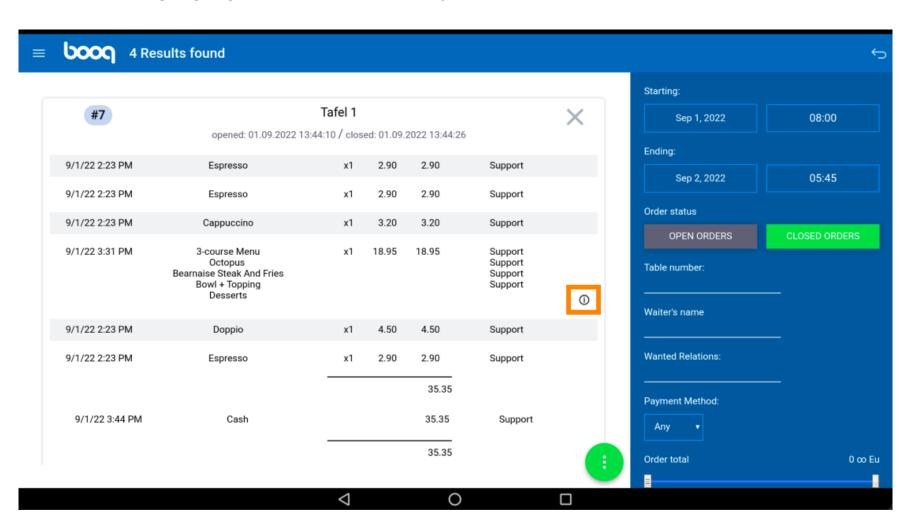


The following highlighted area gives us the name of the waiter.



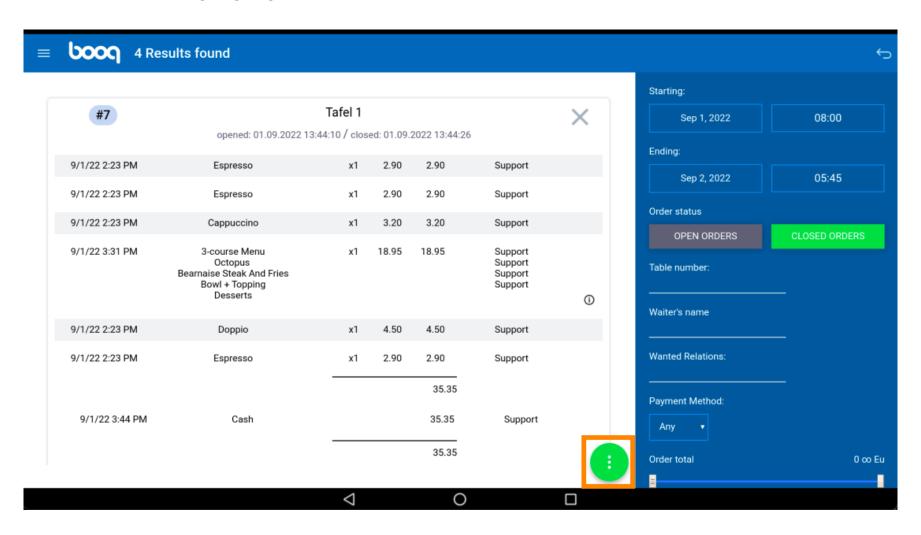


Click on following highlighted area to see the special status.



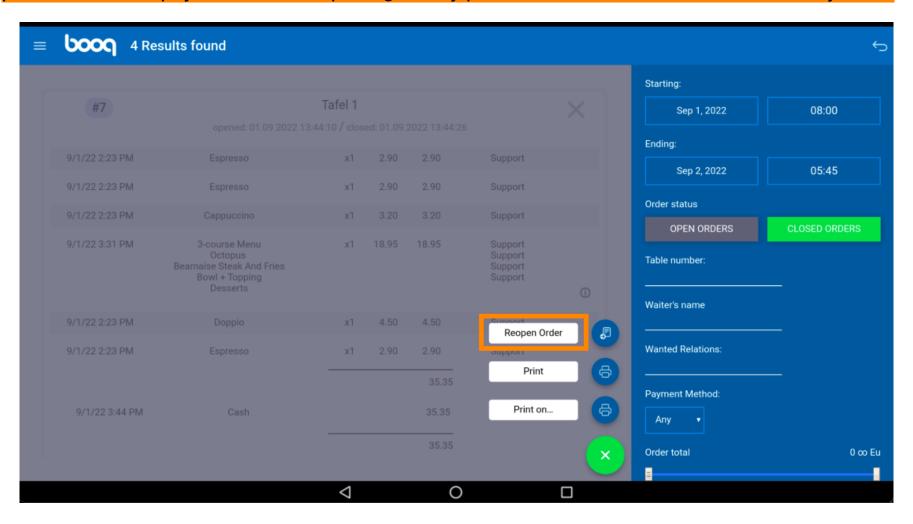


Click on the following highlighted icon.



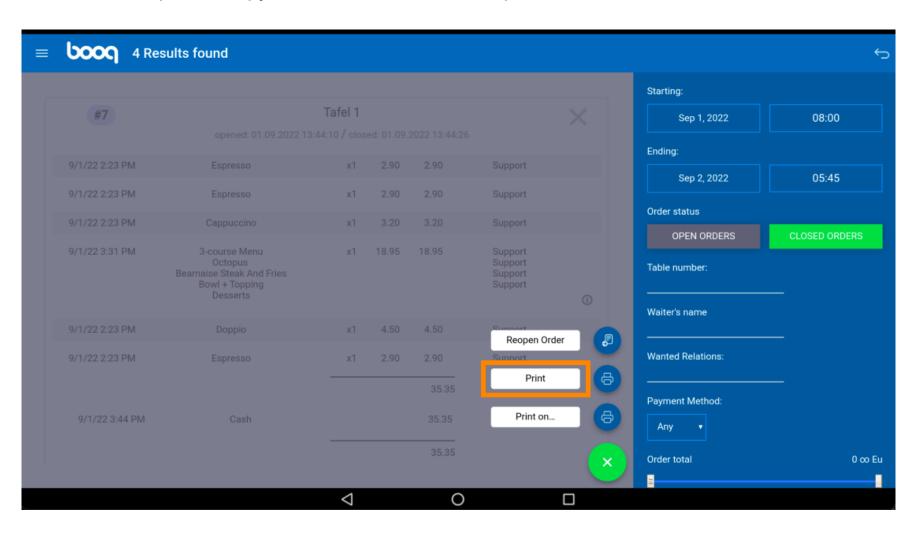


Click on Reopen Order to reopen orders that have been payed by cash and on the same day. Note: Not possible for EFT payed orders. Reopening is only possibles for orders from the same day/shift.



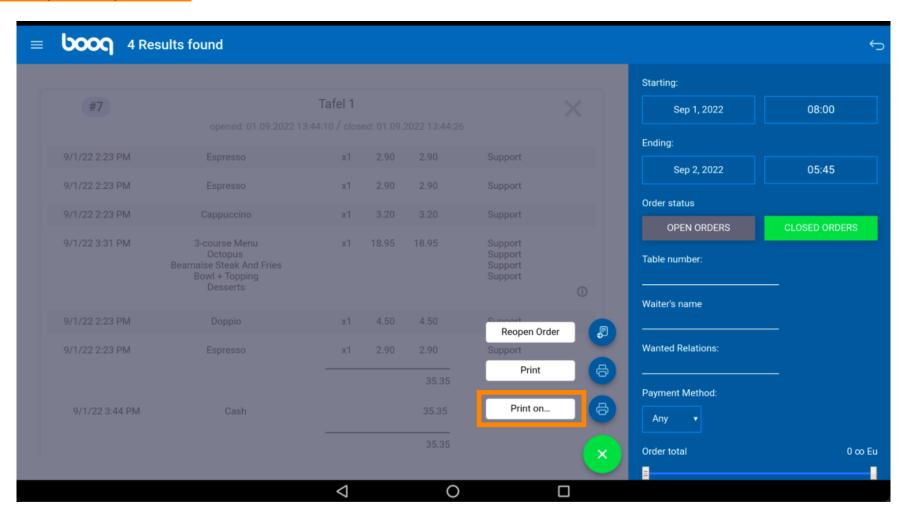


Click on Print to print a copy of the bill on the default printer.



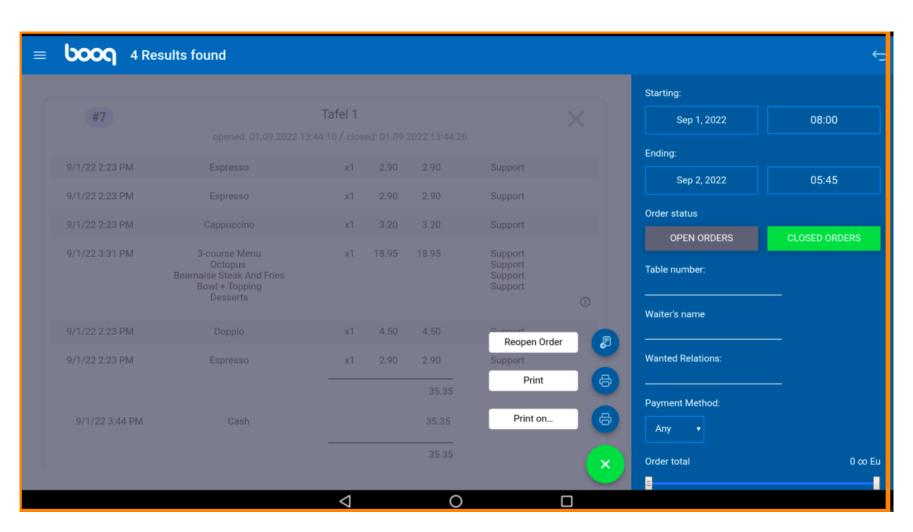


Click on Print on... to print a copy of the bill on a bill printer of choice. Note: only possible if you have multiple bill printers.





That's it. You're done.





Scan to go to the interactive player