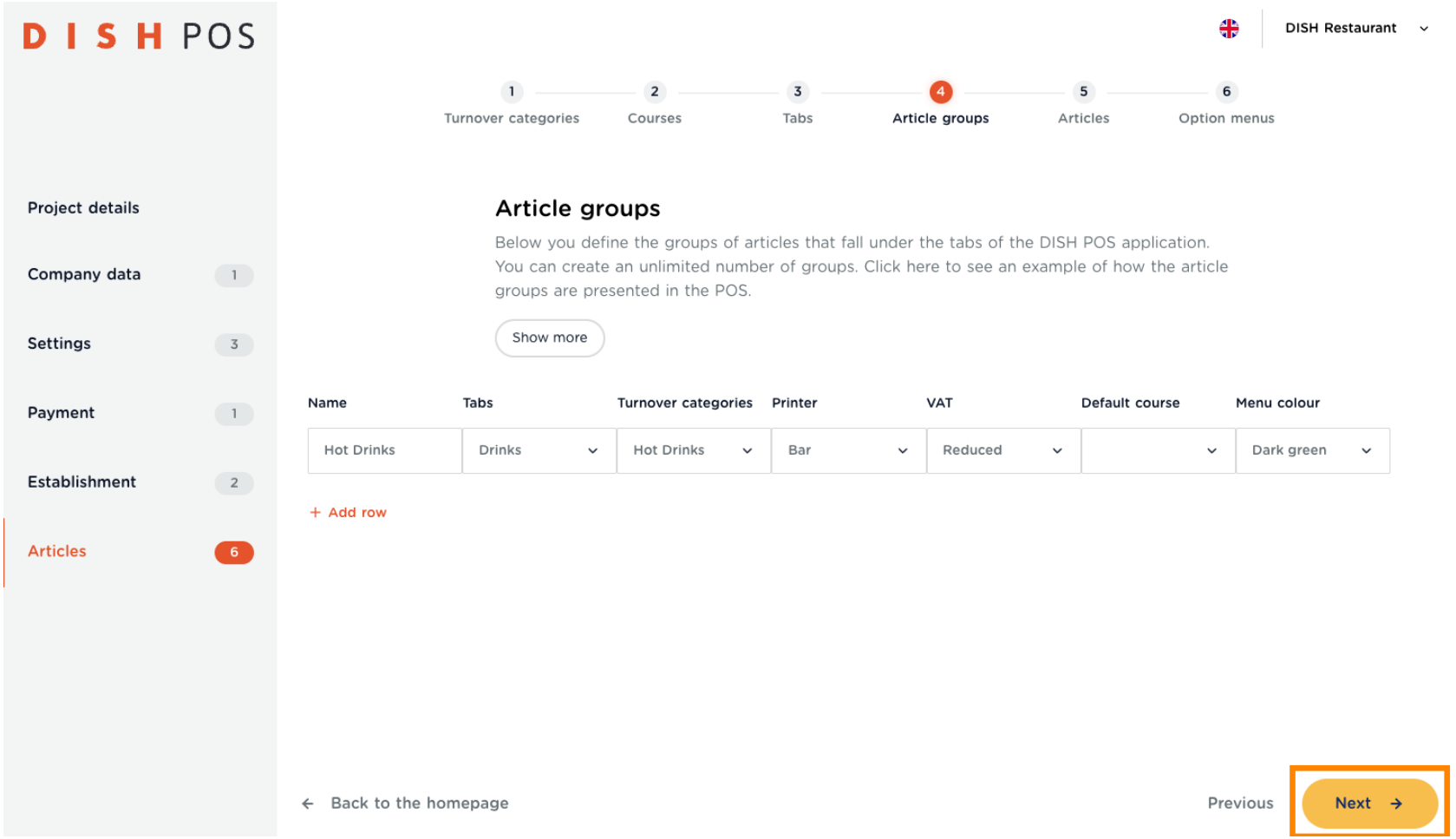
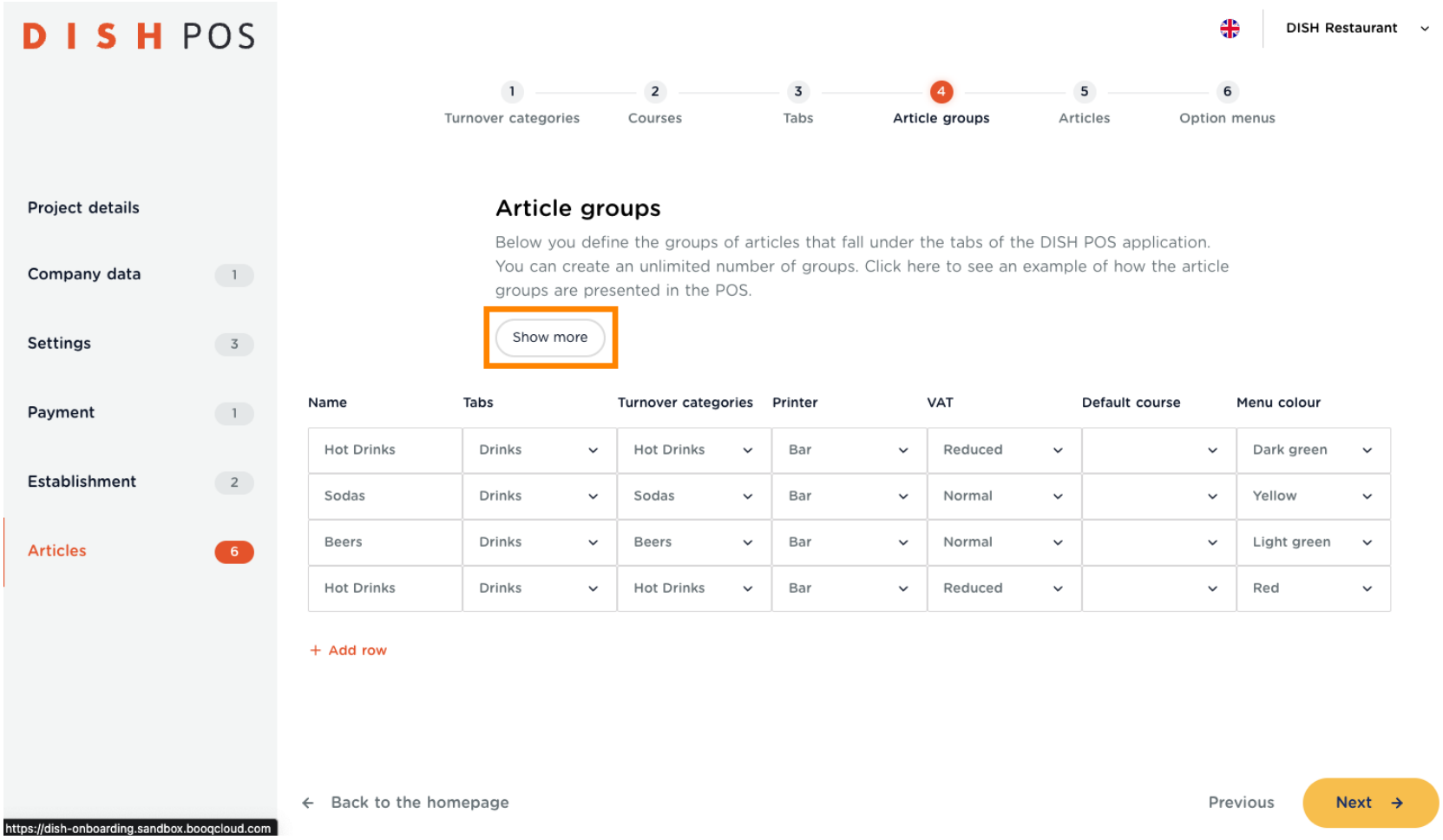
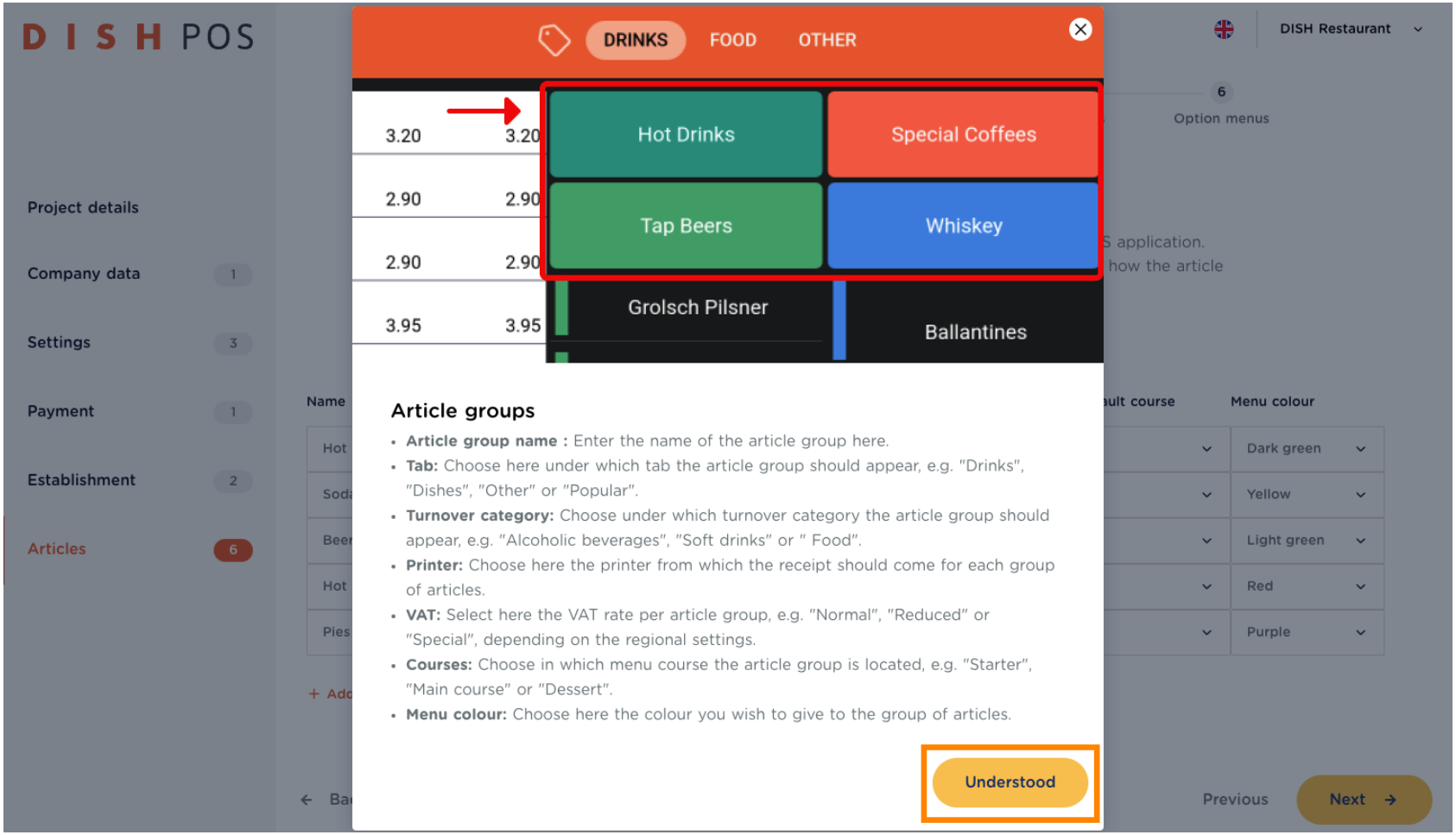
Welcome back to the DISH POS Onboarding part 3. Depending on the template provided, you should already find some Article groups, as you will see in the next step. Click on Next .



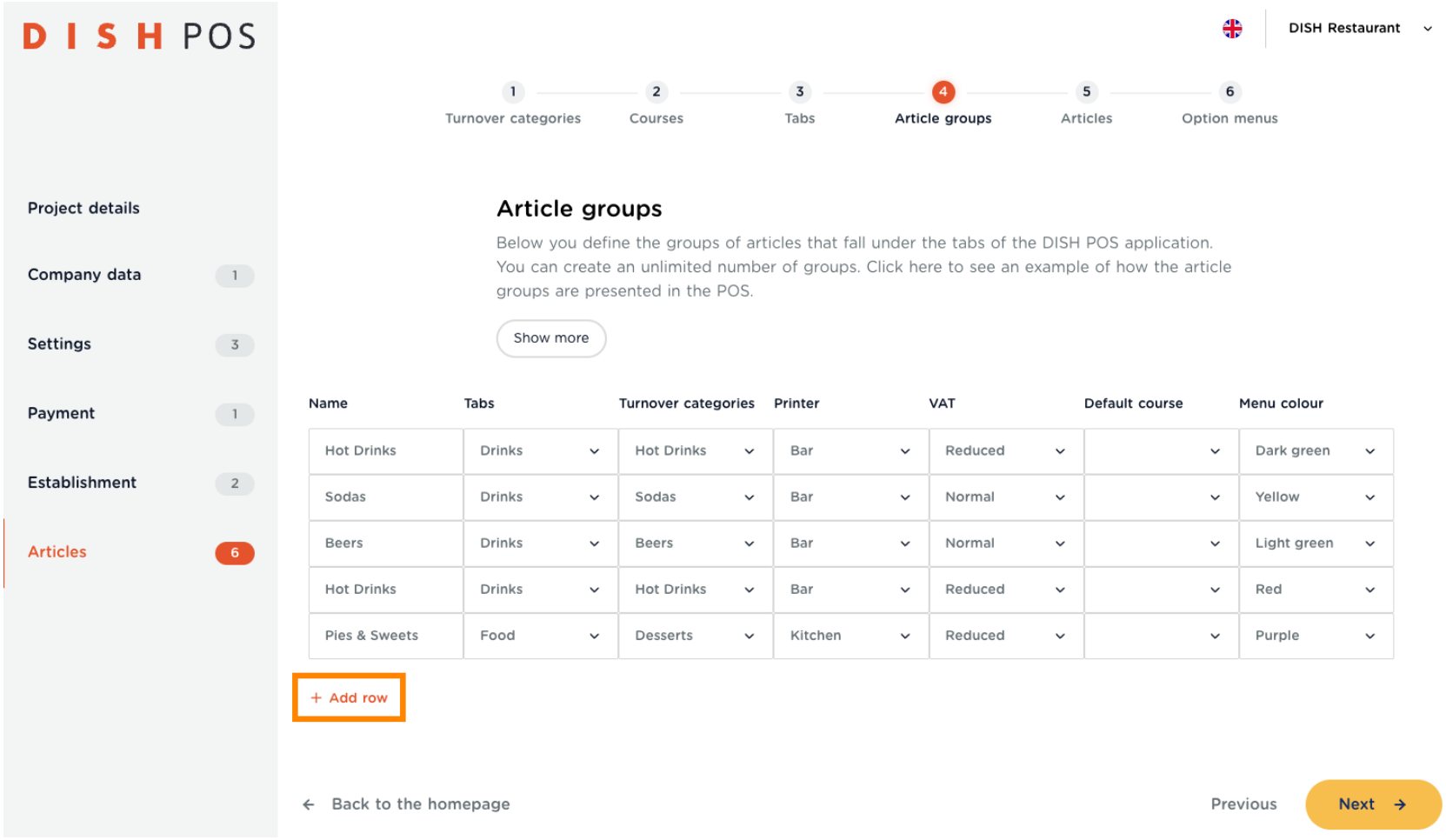
Click on Show more and see how the Article groups look like inside the DISH POS App.



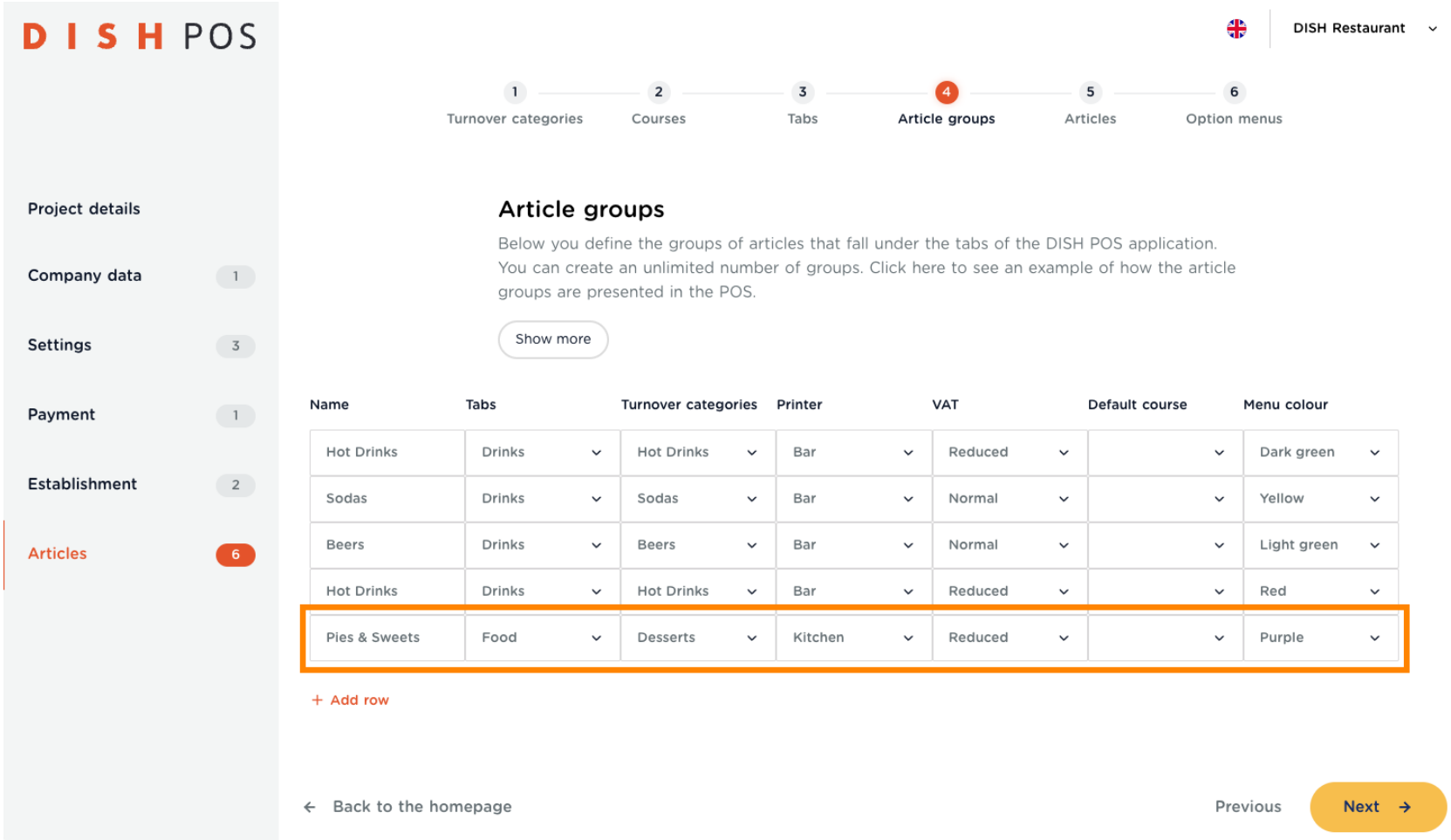
Your Article groups are within each tab, which you have configured in your previous step. Click on Understood, to close this pop-up.



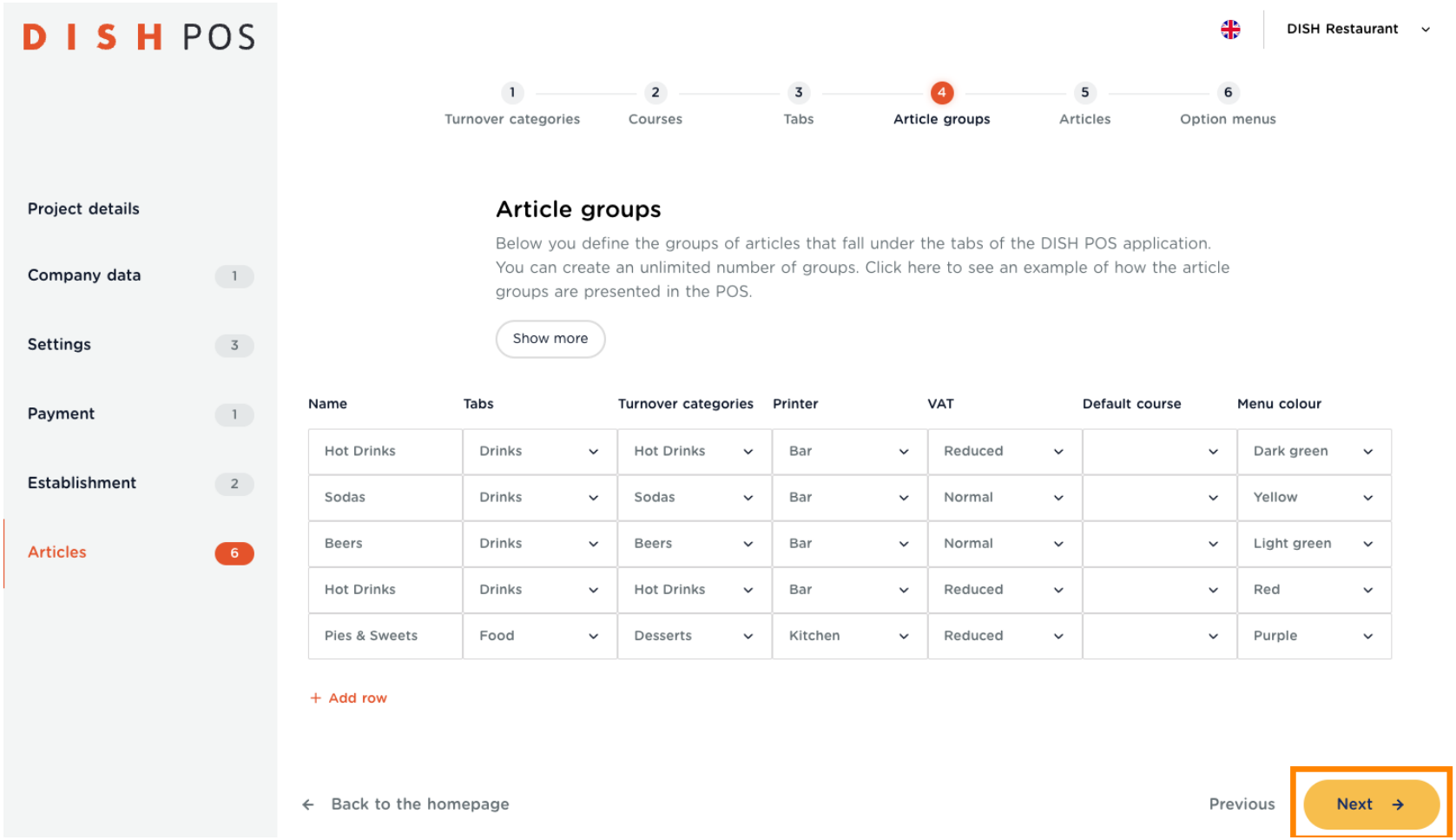
To create an Article group, just click on + Add row and fill in the data.



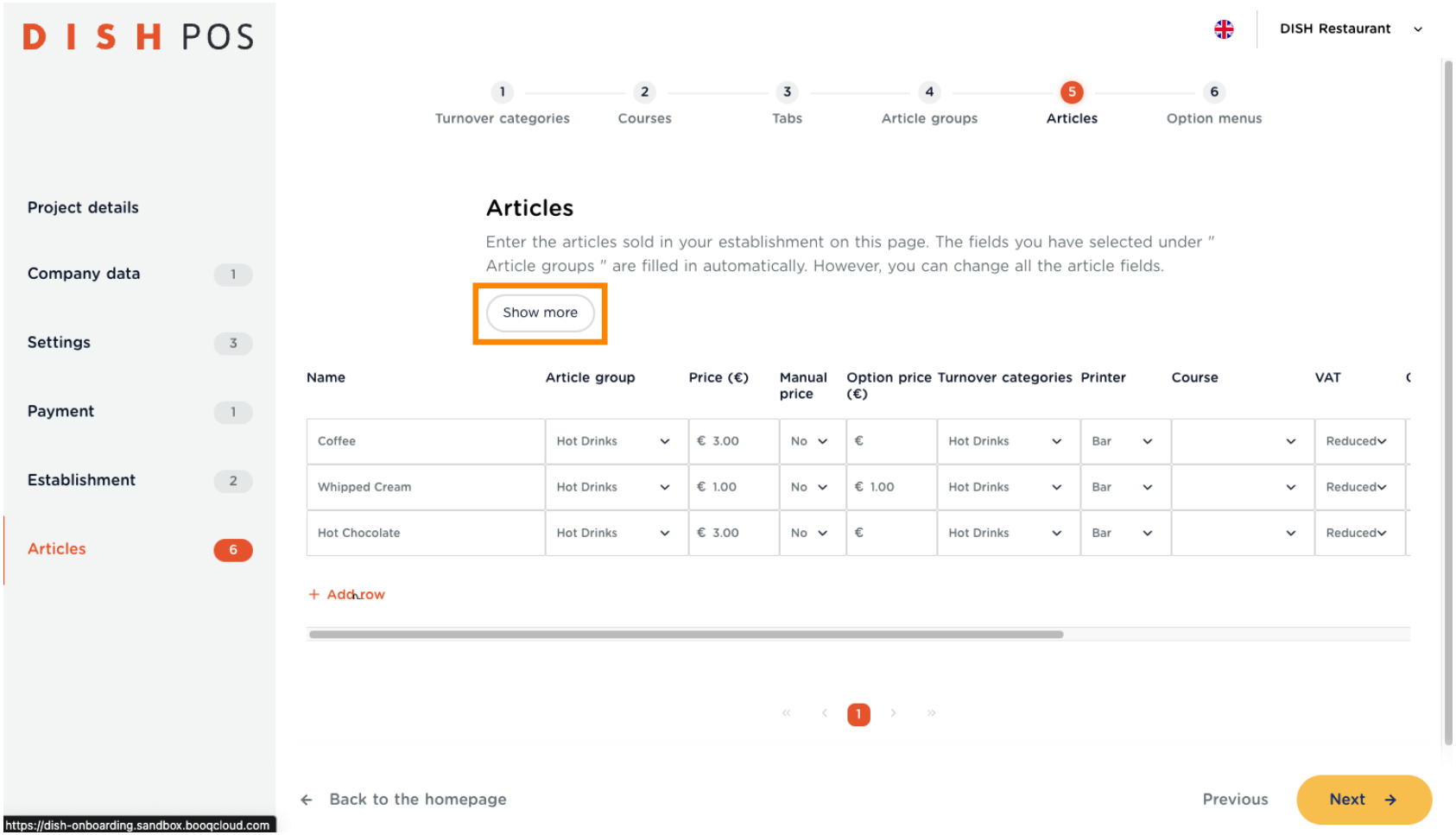
Give it a Name, choose the Tab you want it to be placed in, choose it's Turnover category, the Printer to be assigned, the VAT rate, if it is part of a Default course and which Menu colour you want it to have.



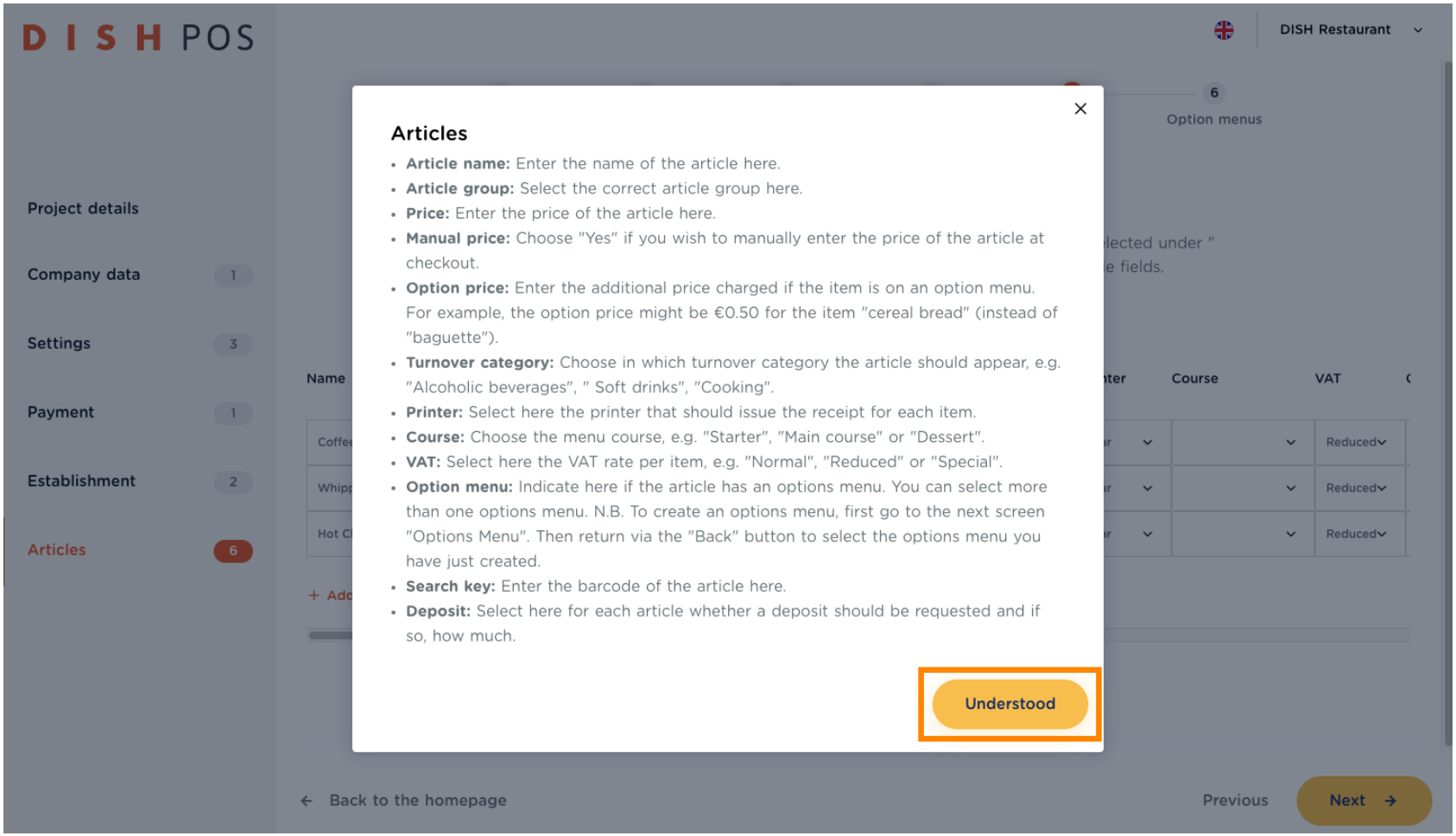
Once you have entered all Article groups, click on Next ->. Note: You can come back at any time to add, remove or change something.



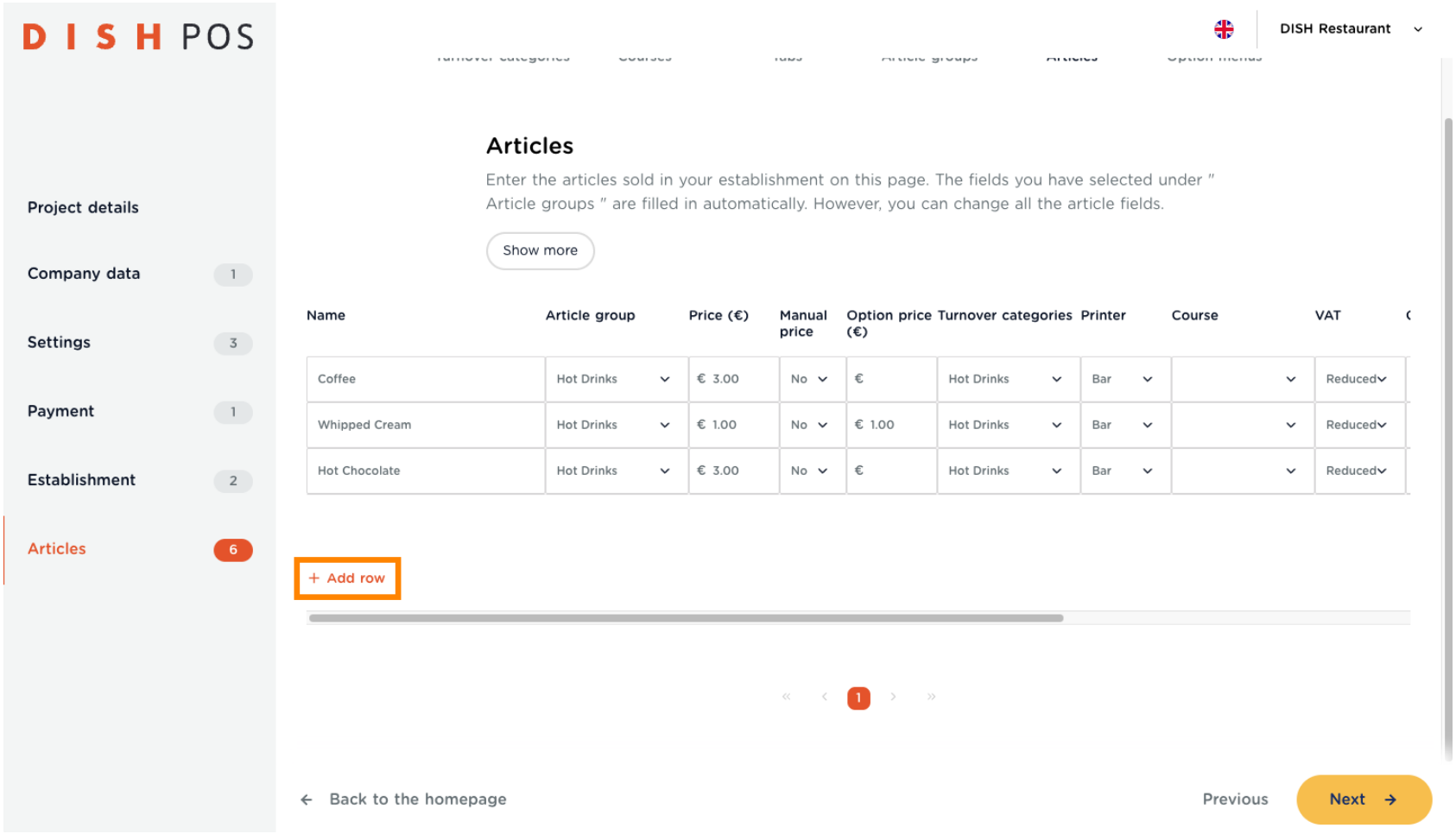
Now it is time to enter all your articles. Here you see some examples already. In case you have a large menu, remember to take breaks. If you are not sure what each tab means, click on Show more.



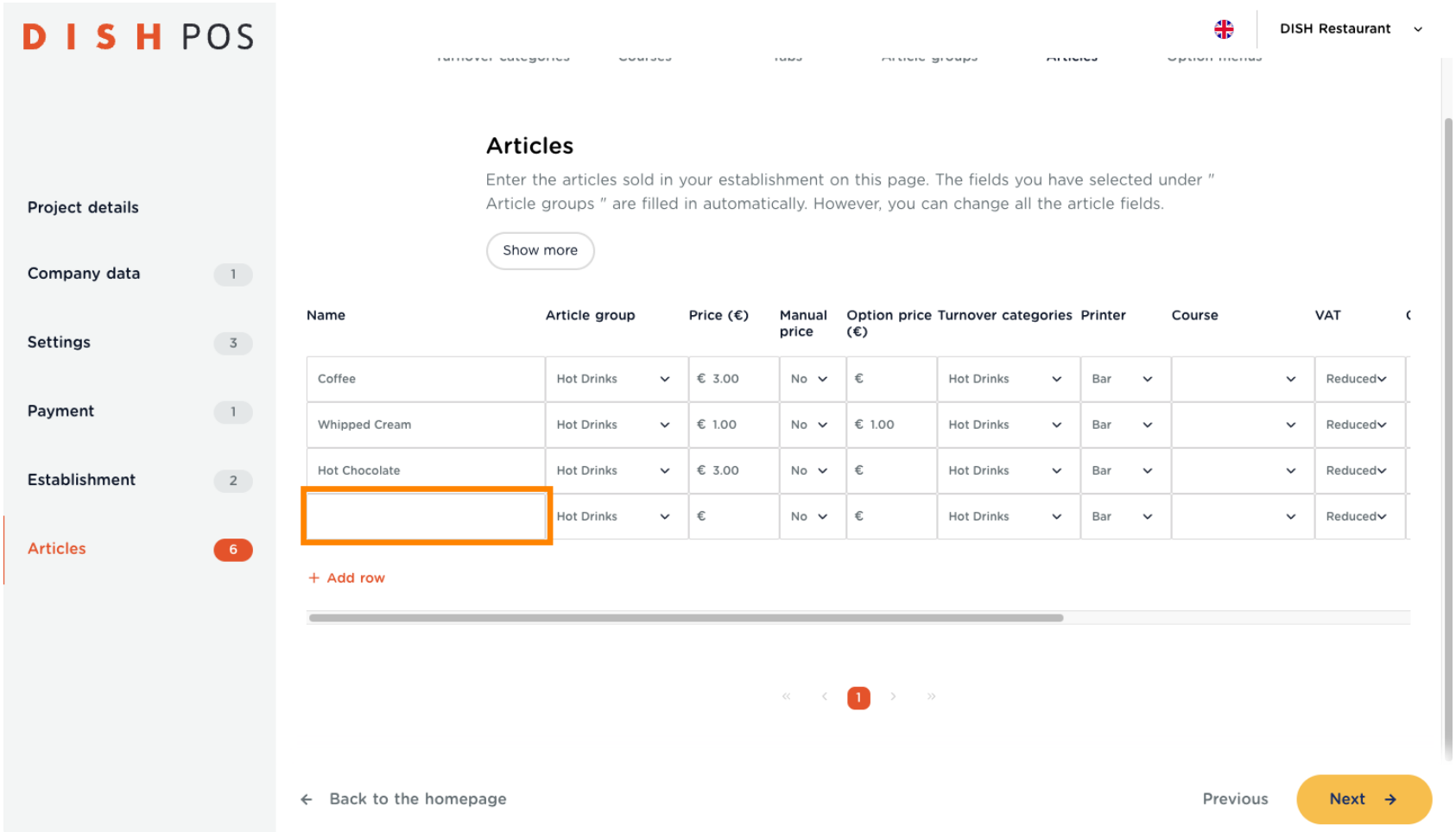
In the pop-up you will find a description to all the tabs. Click Understood when finished going through.



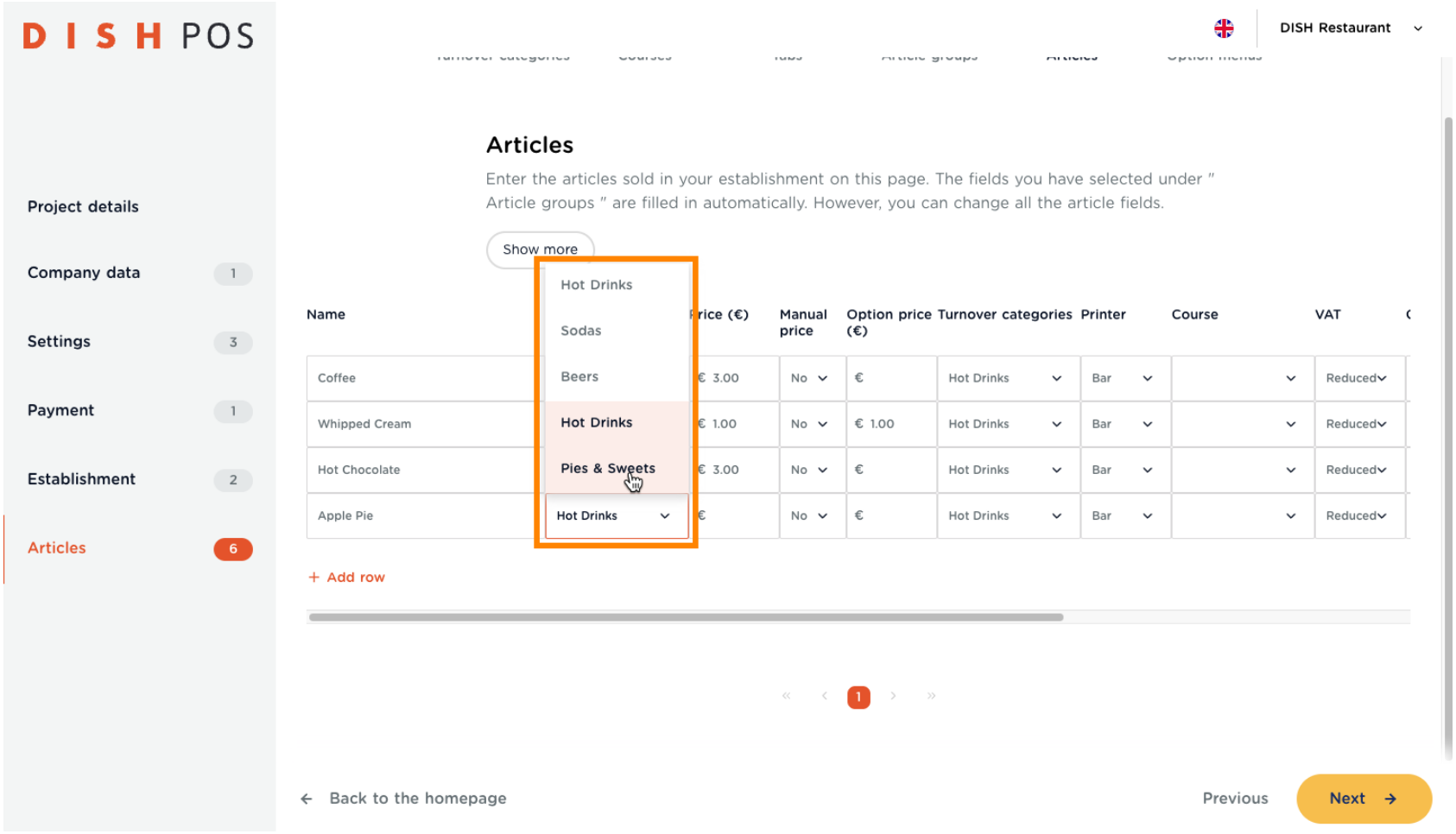
To enter the first article, click on + Add row. Note: It is advisable to start the same way as your menu is built up. Usually it is either Soups or Salads, or it starts with beverages.



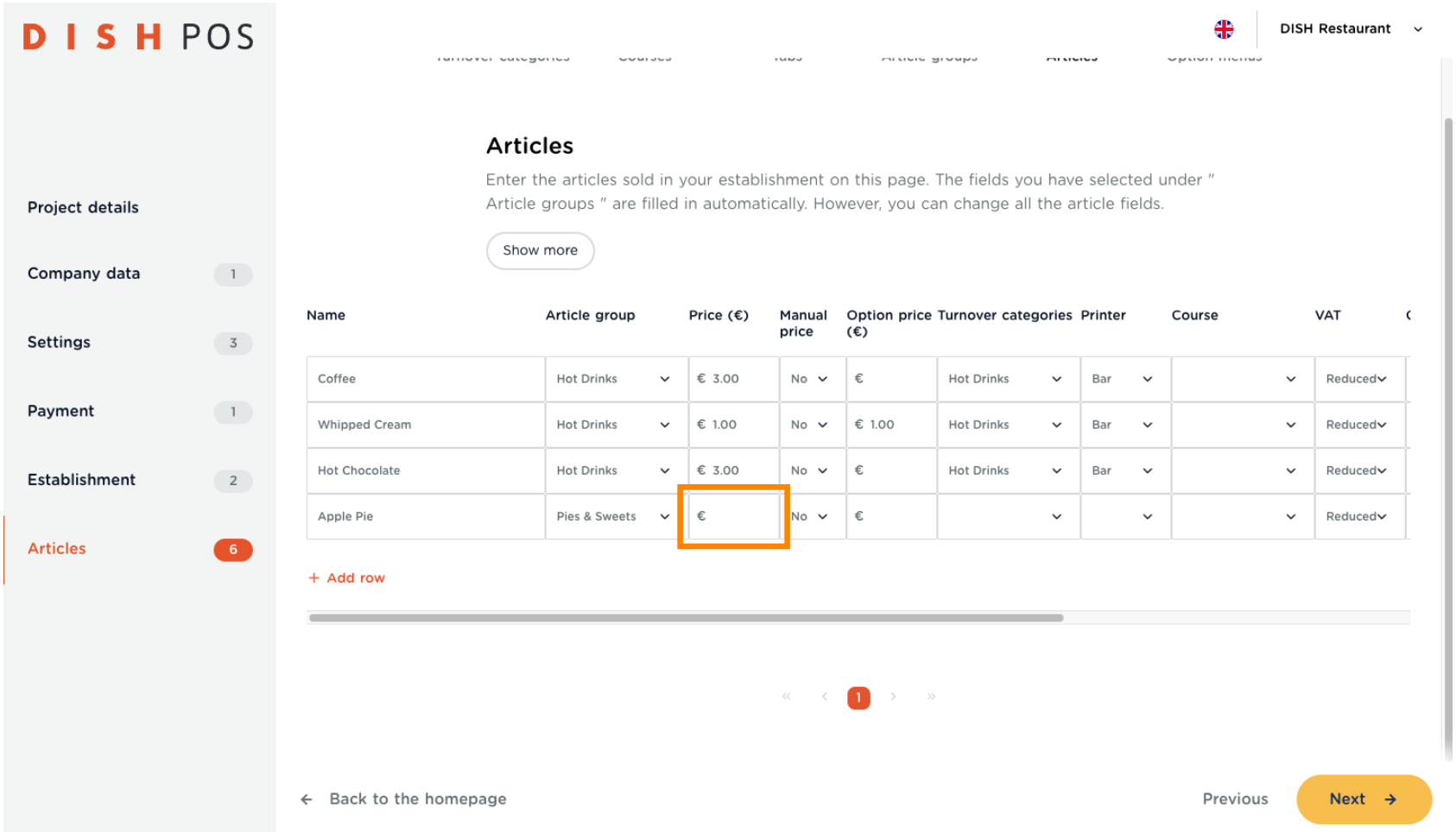
Type in the Name of the Article. Note: Some fields may be pre-filled, but you can change everything step by step.



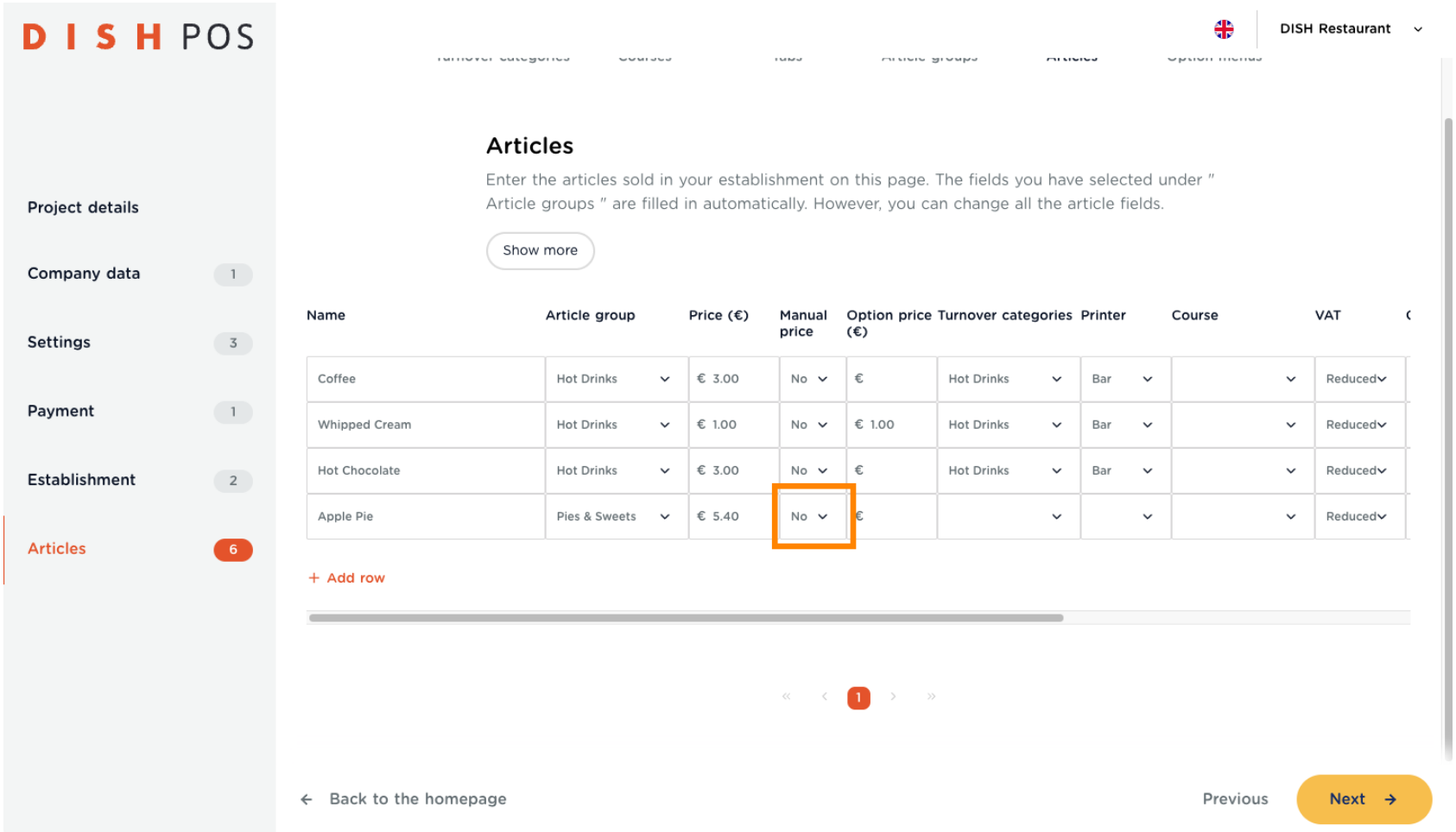
Choose the correct Article group.



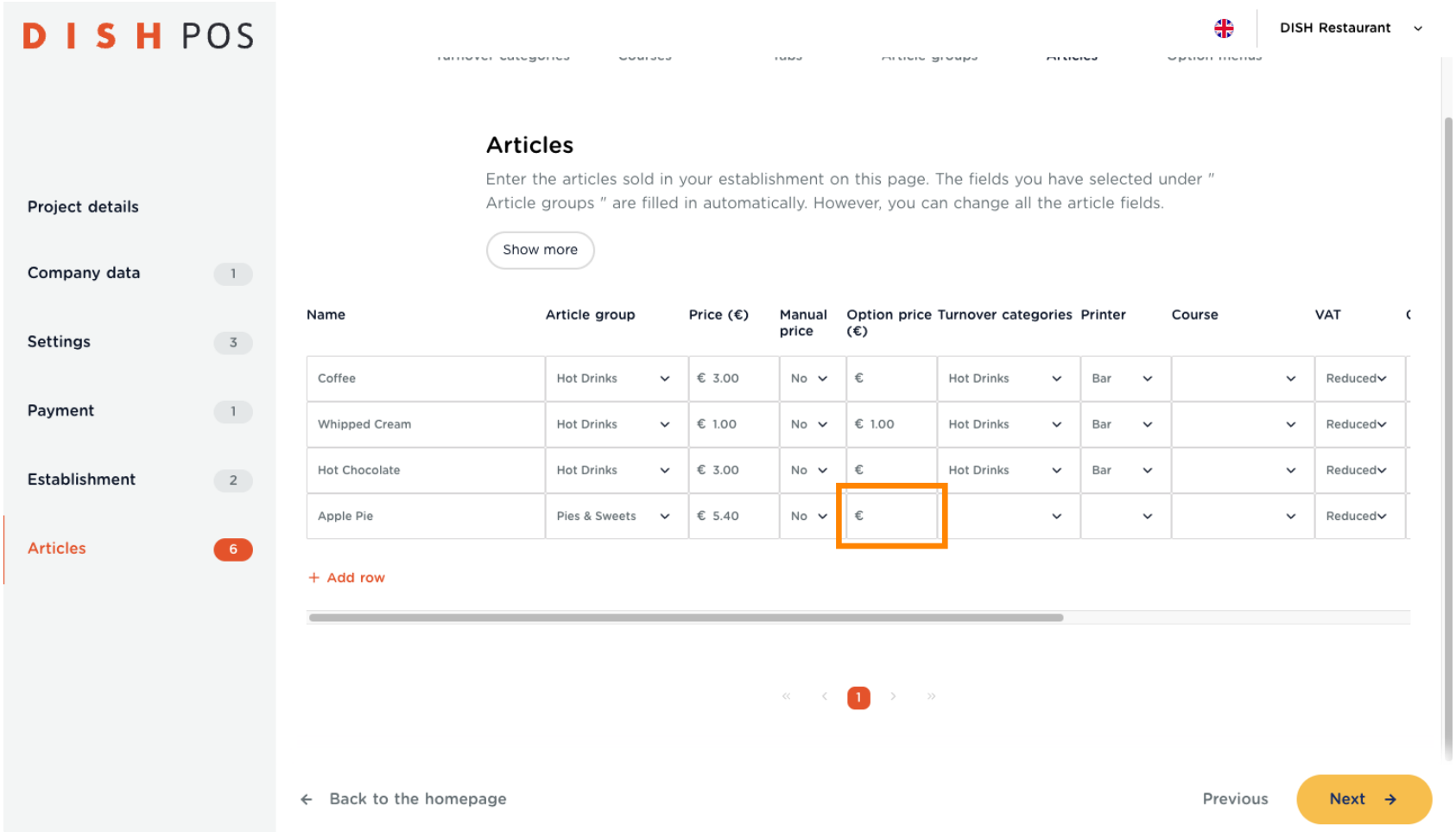
Enter the Price. Note: This field is obligatory. If there is a article that you give away for free, you have to enter the value of € 0.00.



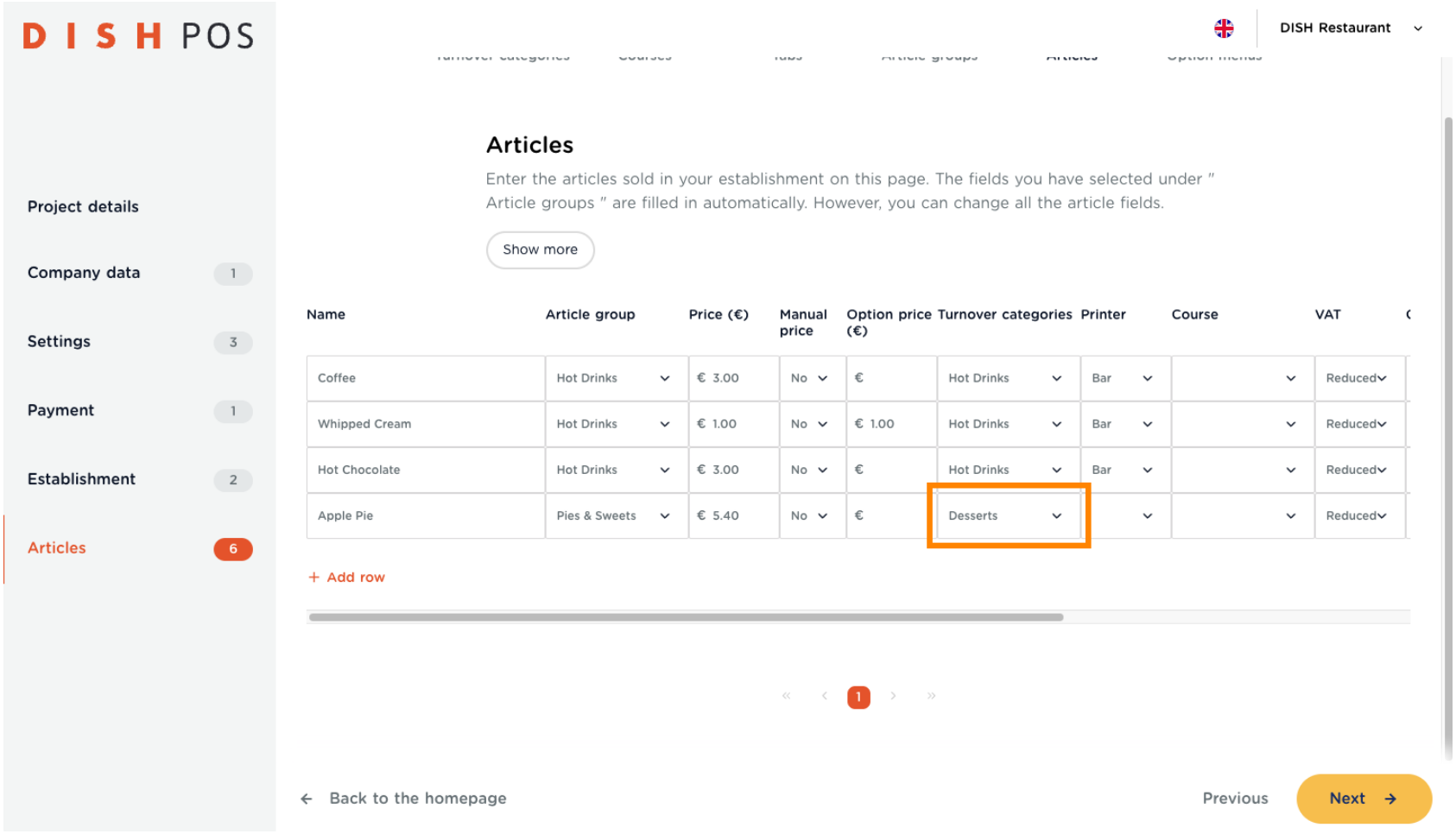
Now choose Yes/No for Manual price. Note: If you choose Yes, then you allow entering the price with each order. Use this option for things like a Menu (i.e. Fish of the day), that has a variable price.



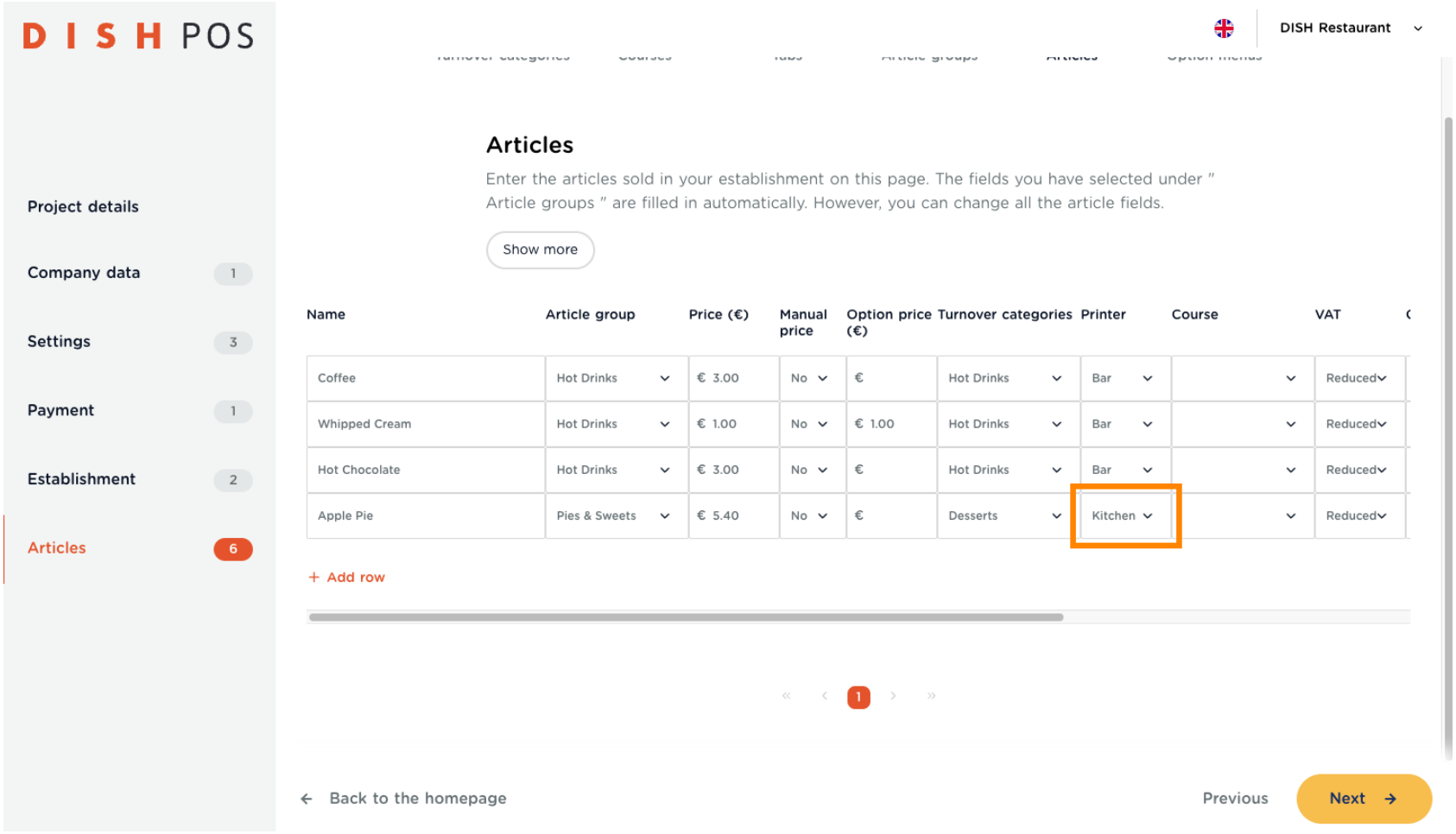
If this is an option article, like the whipped cream above, enter the Option price. Otherwise, just skip this step.



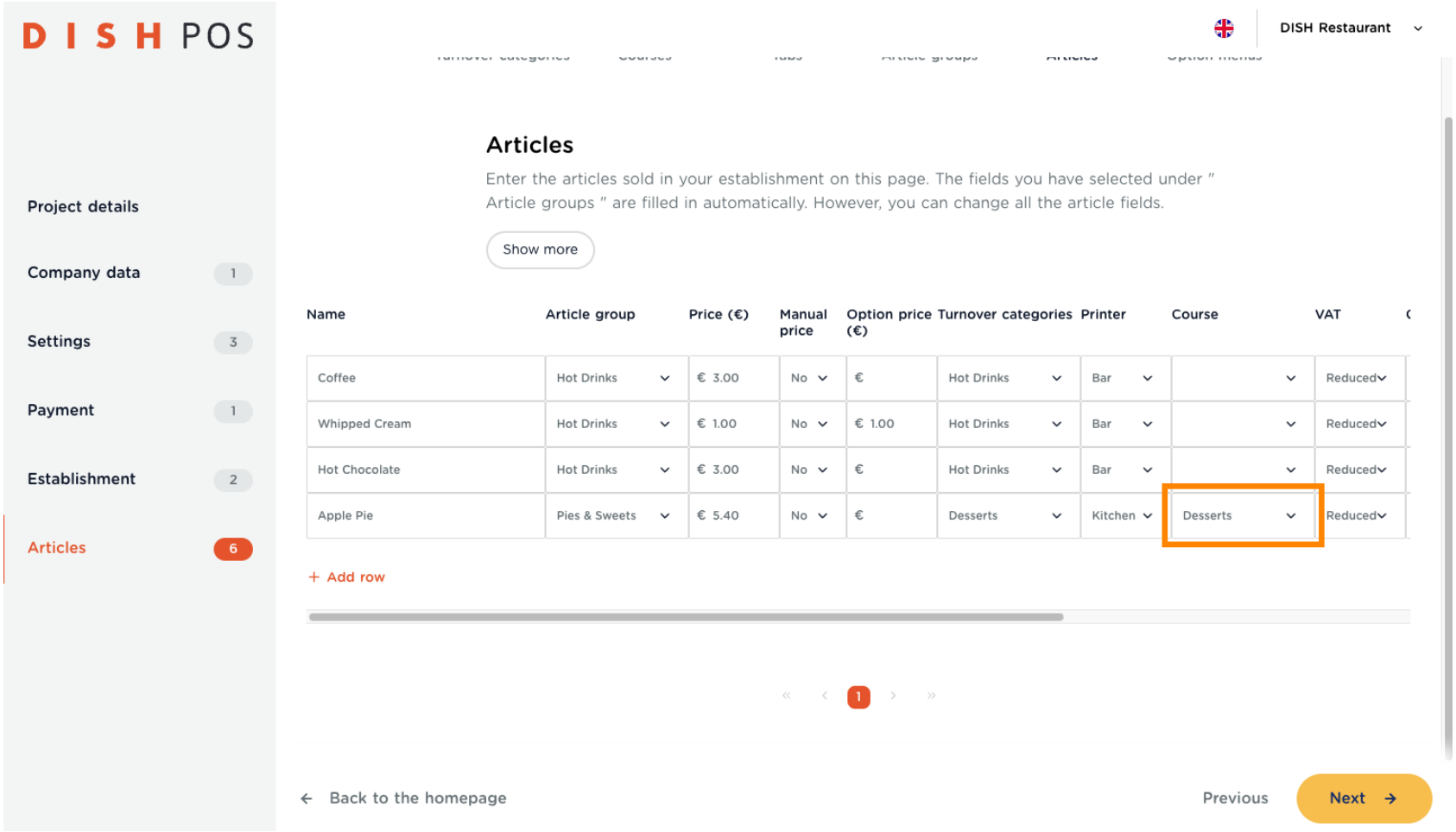
Set your article to the correct Turnover category.



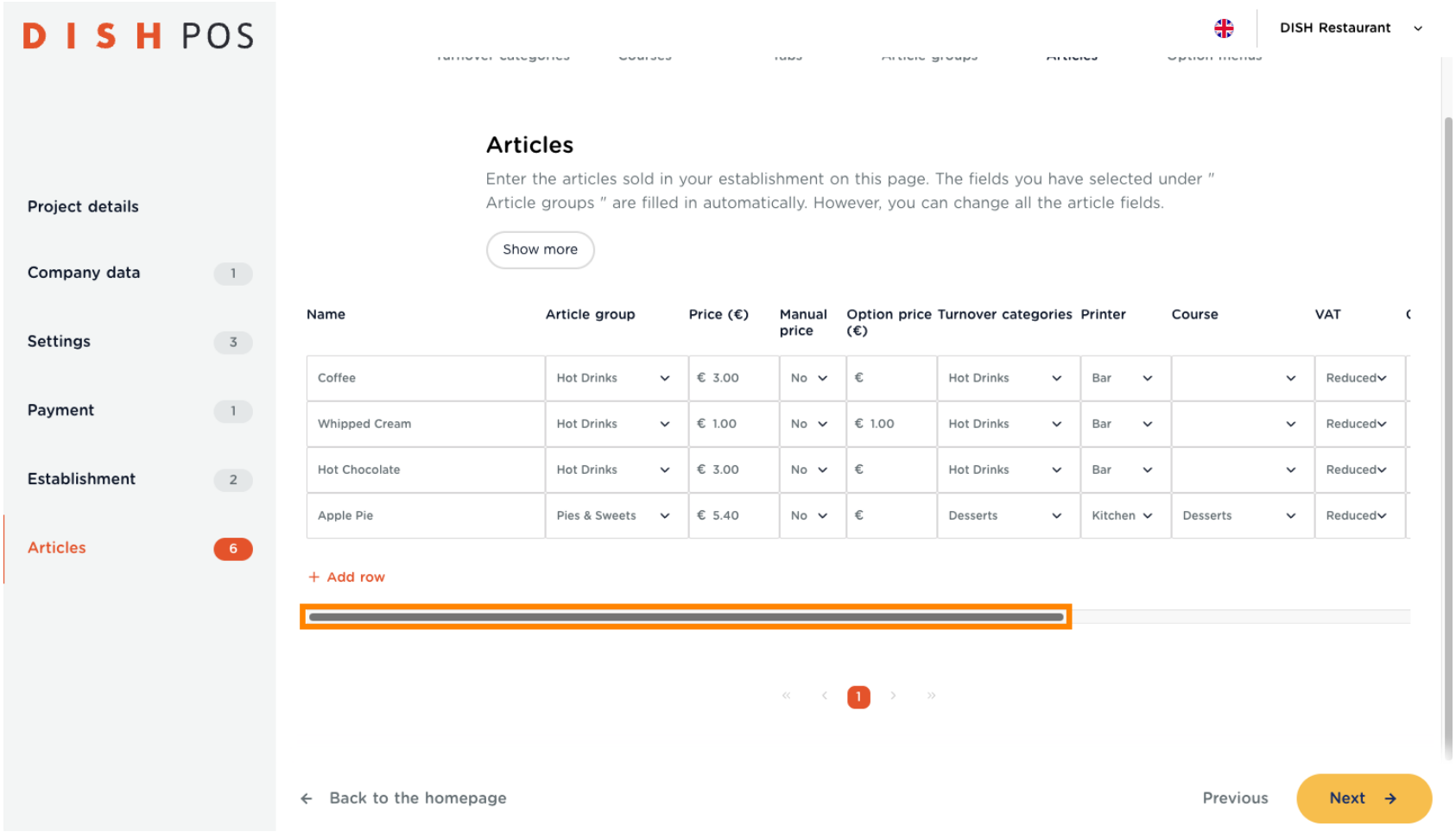
Choose the Printer for this article.



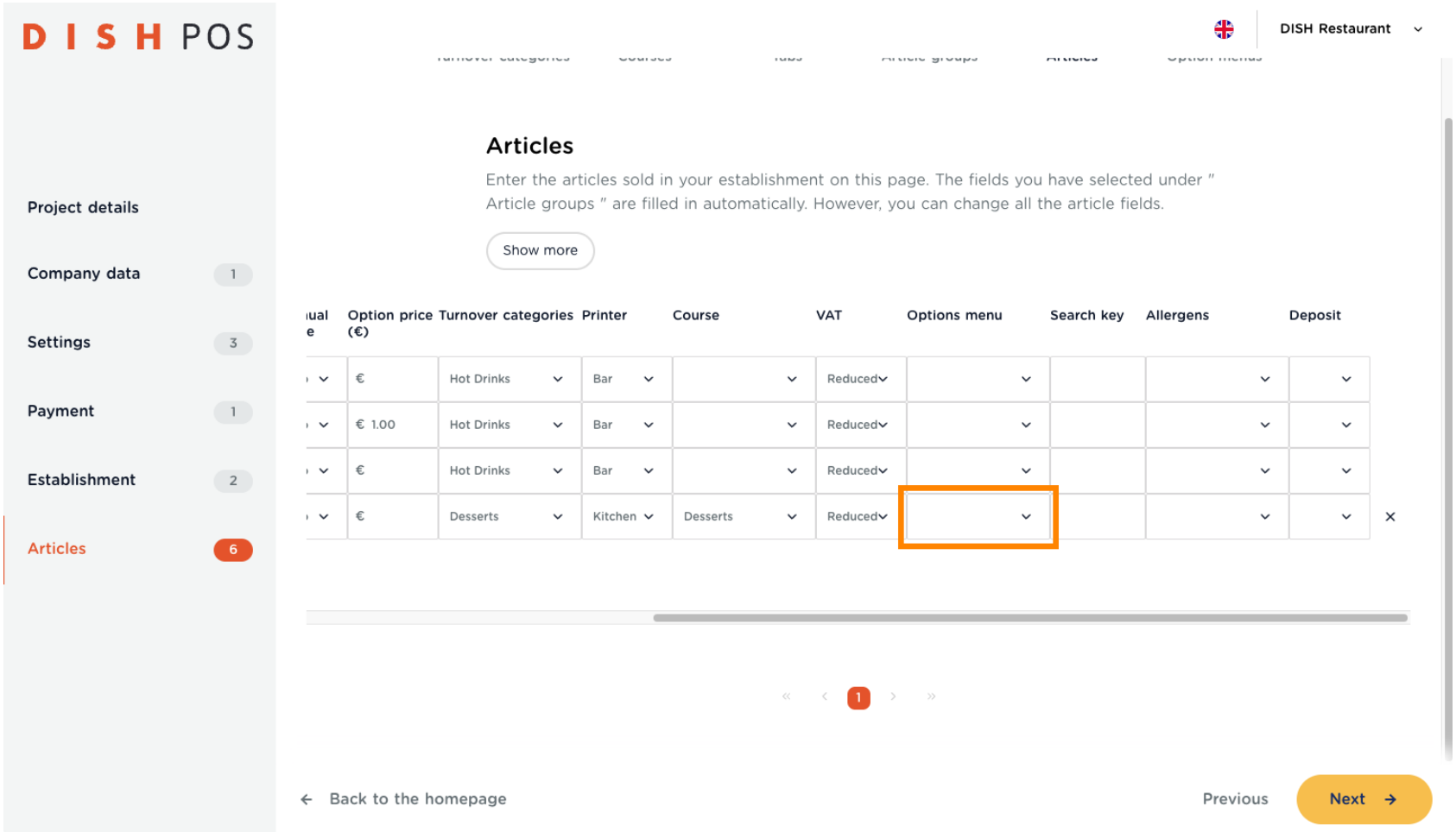
If applicable, choose the Course.



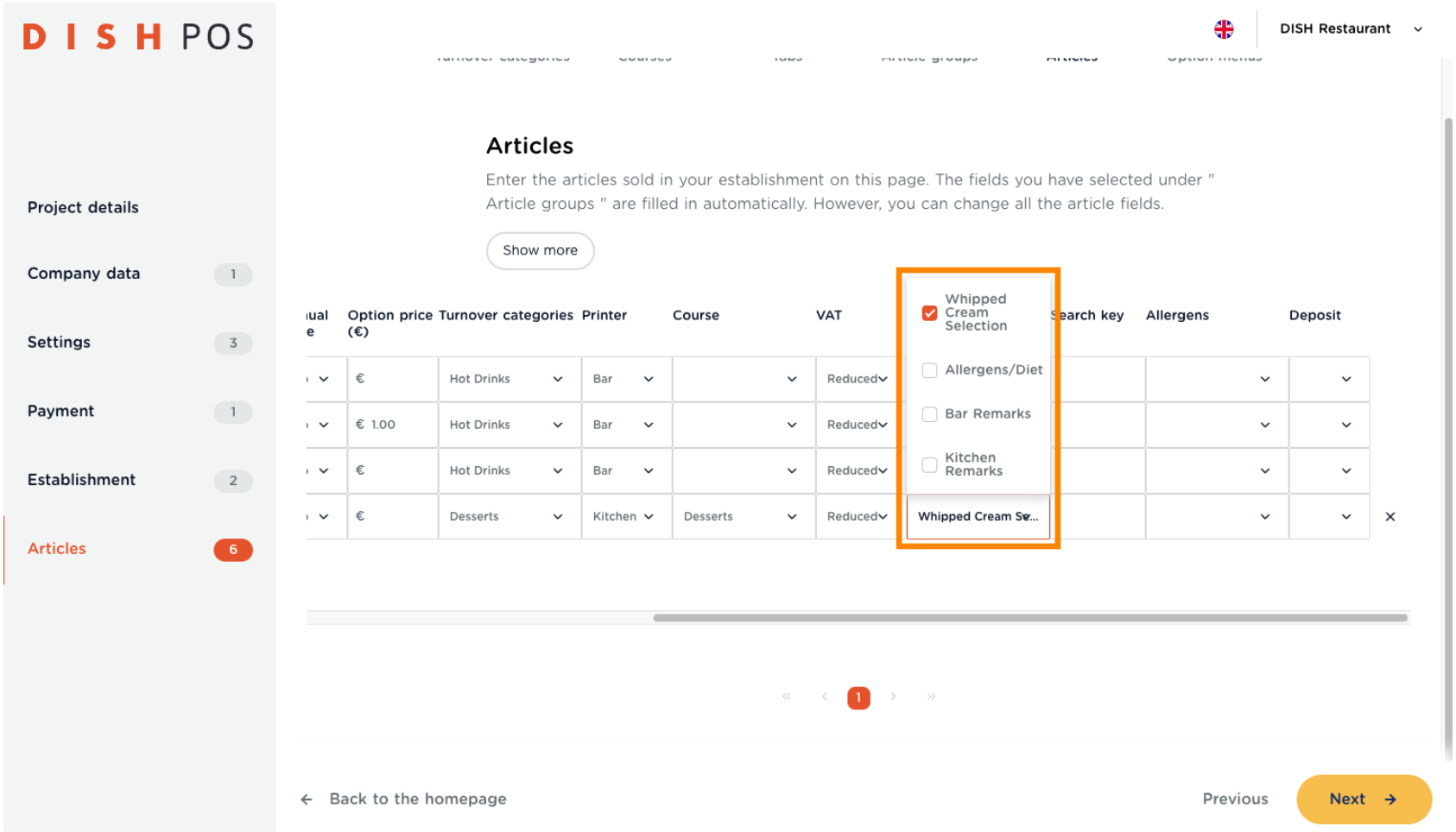
Now grab the bar and scroll all the way to the right.



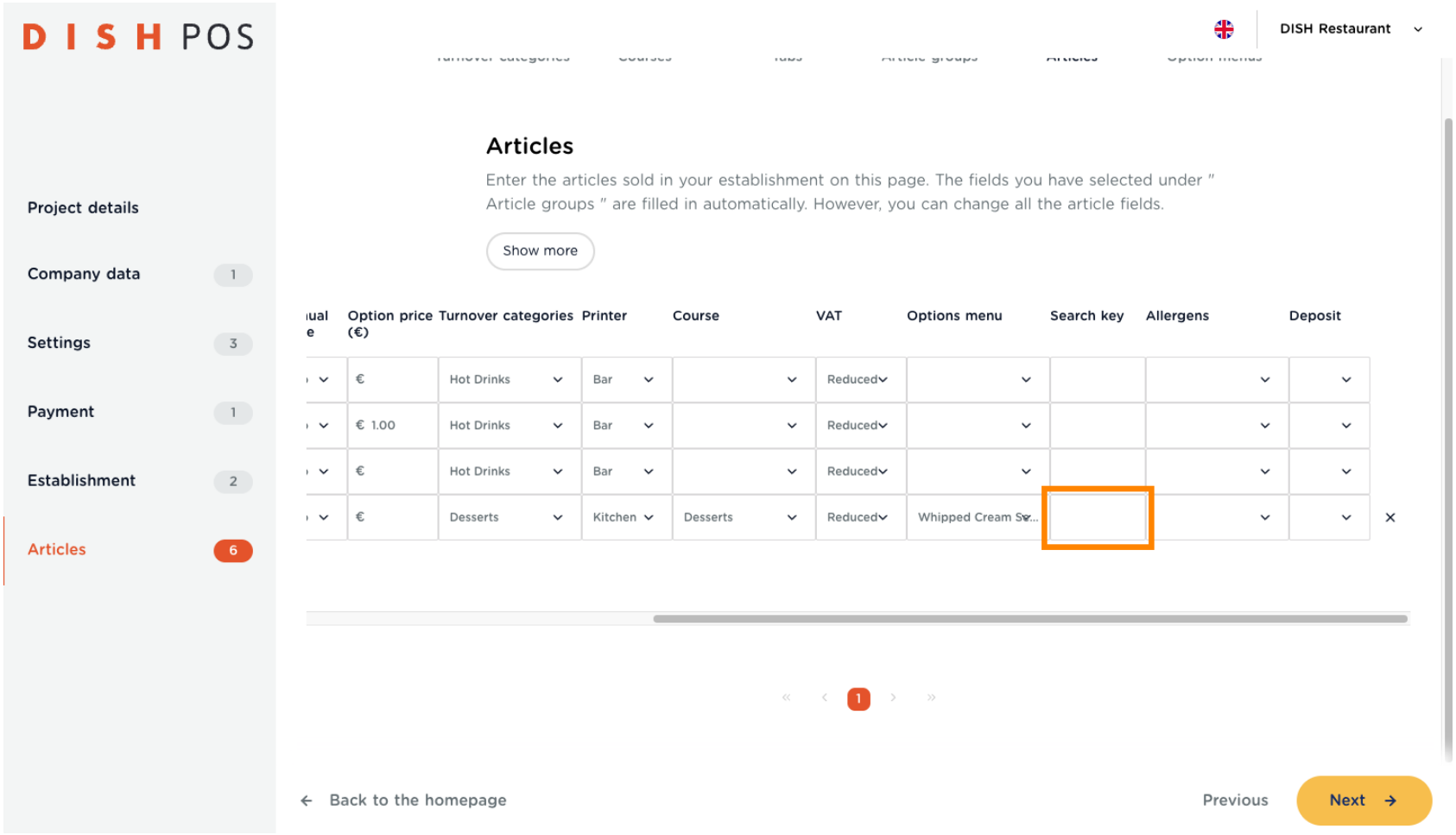
To connect any article with any option, click on this article's Option menu and in the drop-down you will find all your stored options.



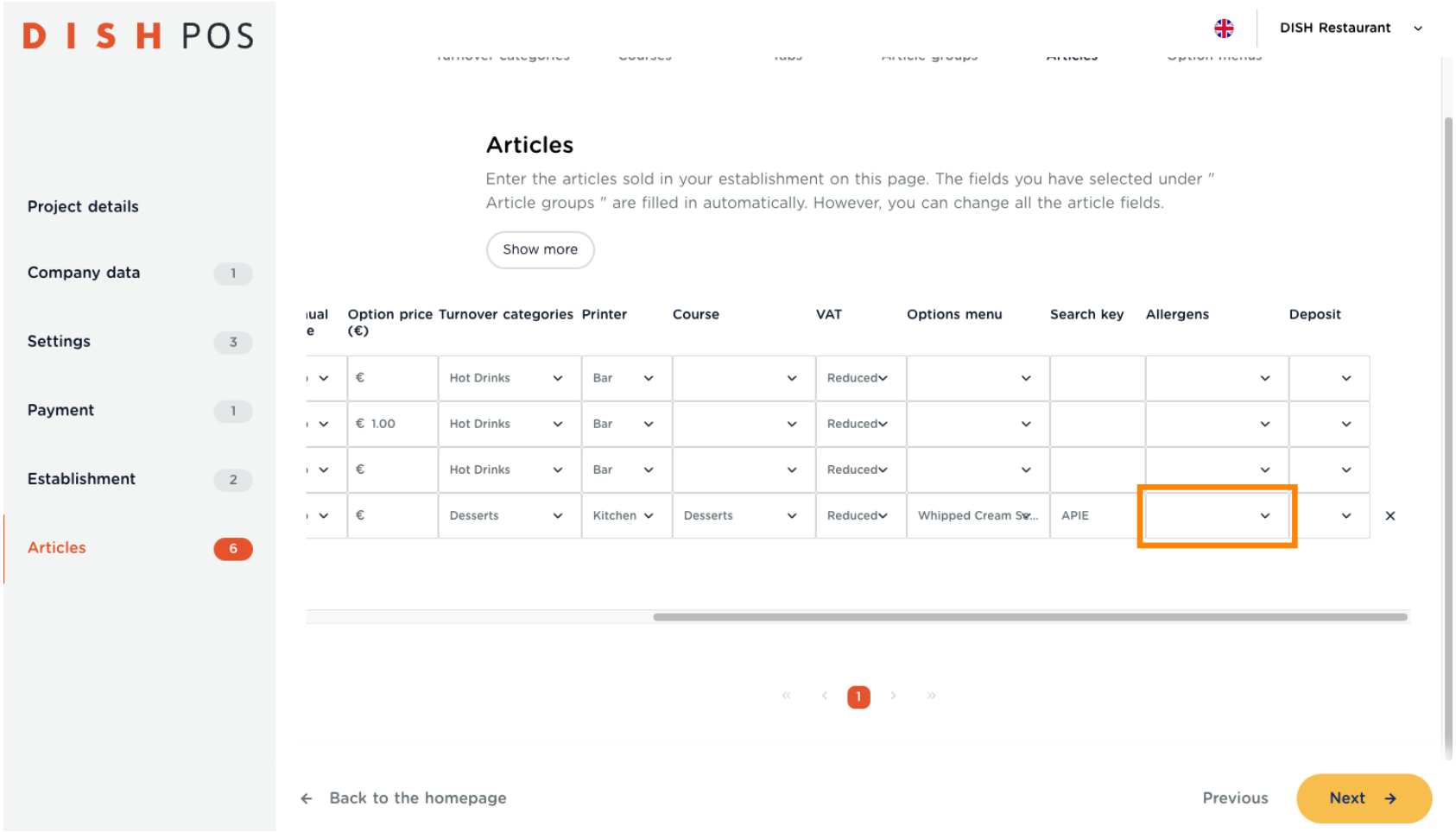
Click and set a hook on the option you wish to attach this article. Note: Multiple selection is possible if more than one options apply to an article.



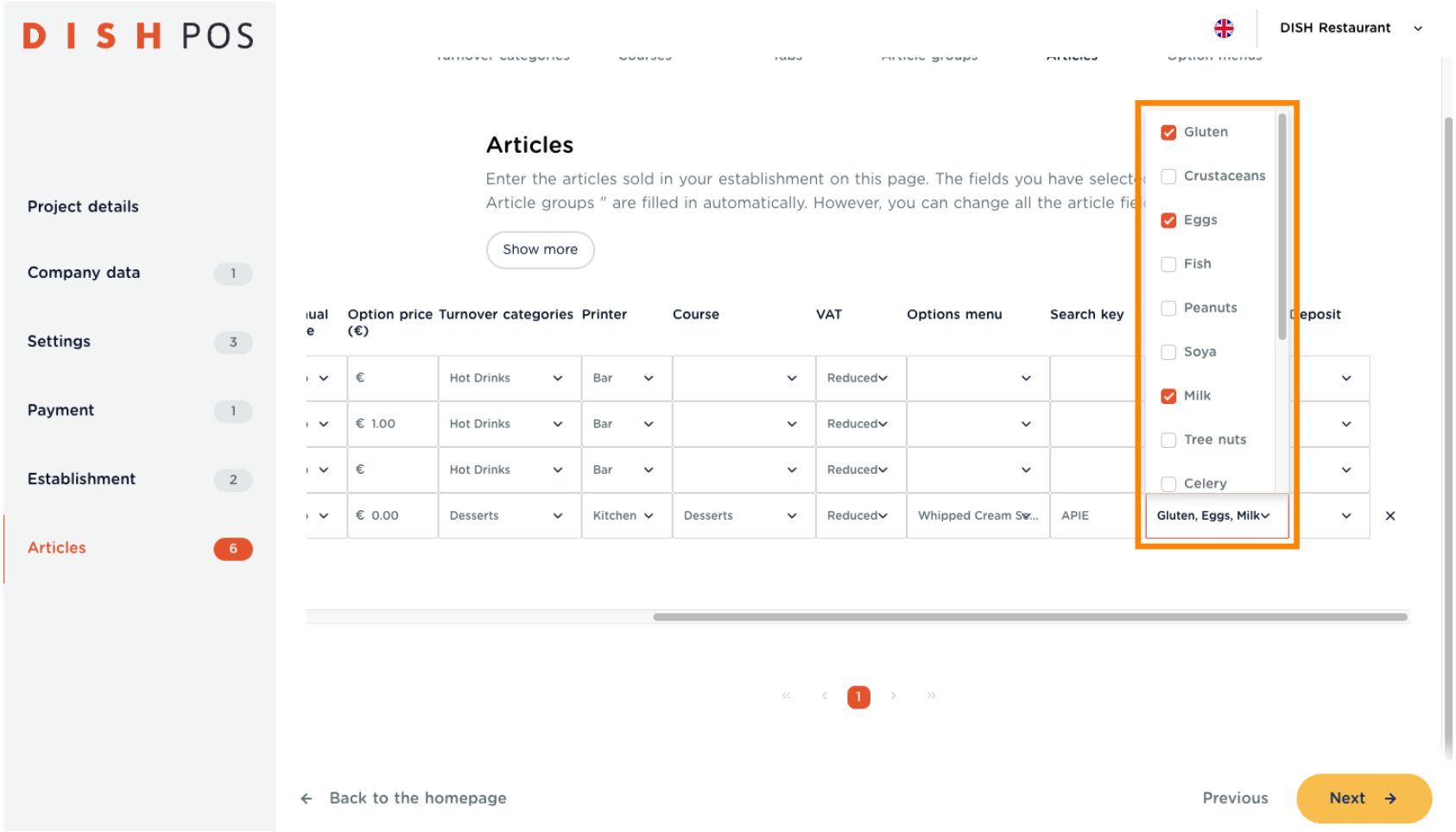
You can also enter a Search key for some, or all of your articles, to make them easier to find. For instance, the letters "cf" for coffee, or "cap" for cappuccino. Note: You can also search for the product's full name.


DISH POS
Project details
Company data 1
Settings 3
Payment 1
Establishment 2
Articles 6
DISH Restaurant
Articles
Enter the articles sold in your establishment on this page. The fields you have selected under " Article groups " are filled in automatically. However, you can change all the article fields.
Show more
Option price (€)
Turnover categories
Printer
Course
VAT
Options menu
Search key
Allergens
Deposit
Hot Drinks
Bar
Reduced
Desserts
Kitchen
Whipped Cream Sw...
Back to the homepage
Previous
Next

To set the Allergens, just click on the field of the article.

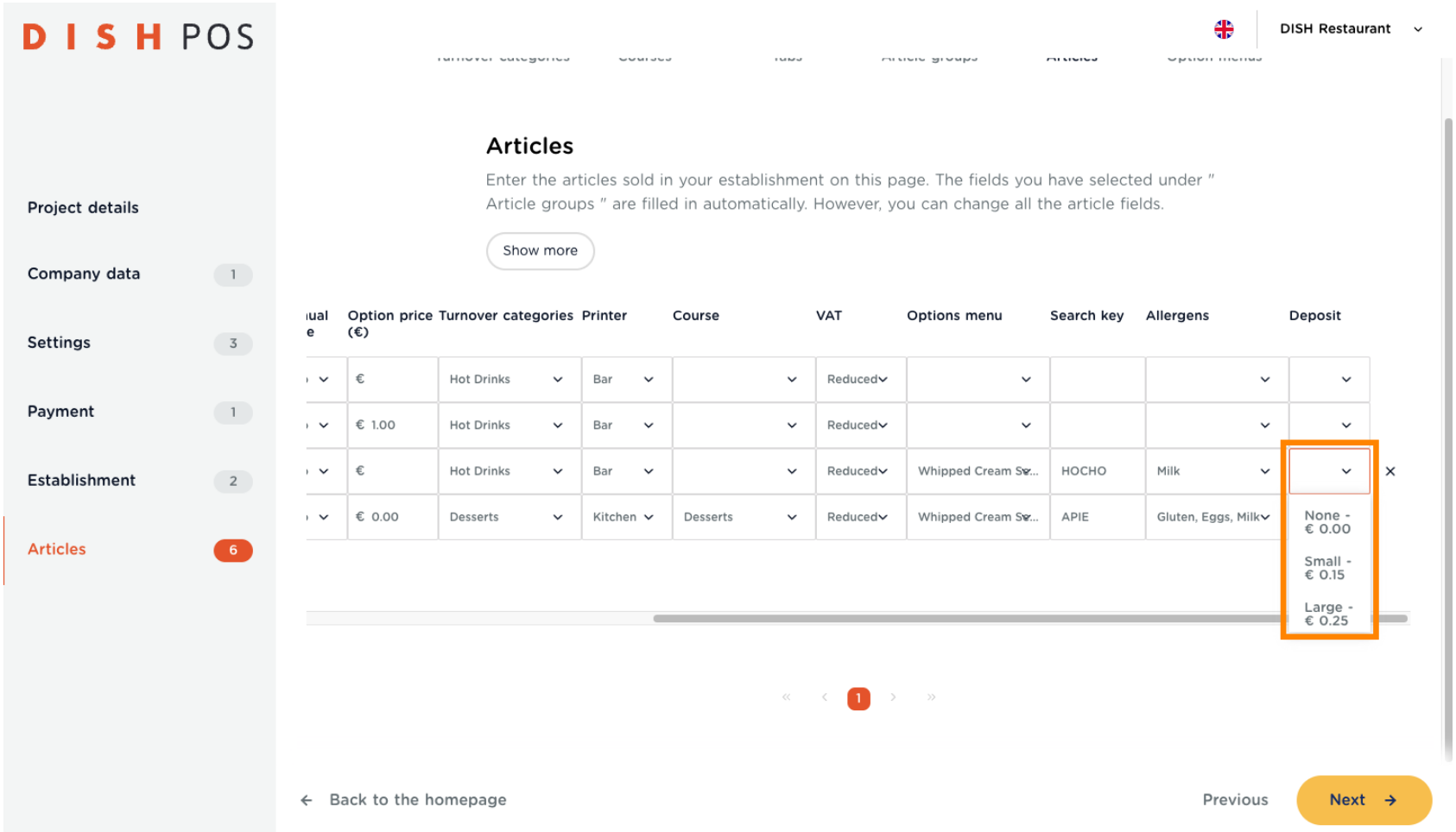


Then click on every box that applies to this specific article, and the Allergens will be saved.

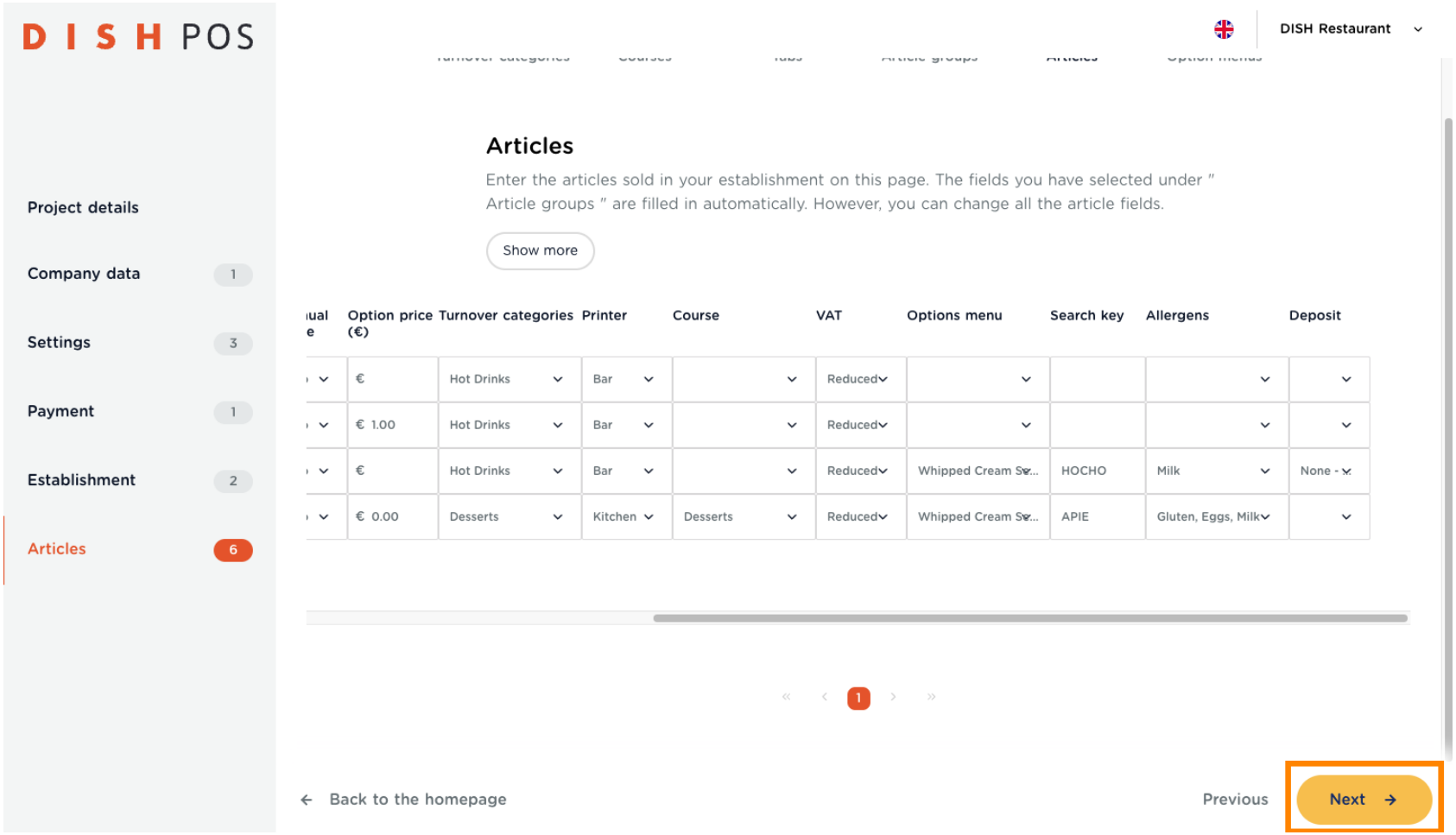


Click on Deposit, if you need to add one for this article. Usually this is the case when there is either an imposed deposit for the restaurateur, or the for high quality dishes that the customer is supposed to return.

DISH POS Onboarding Part 3

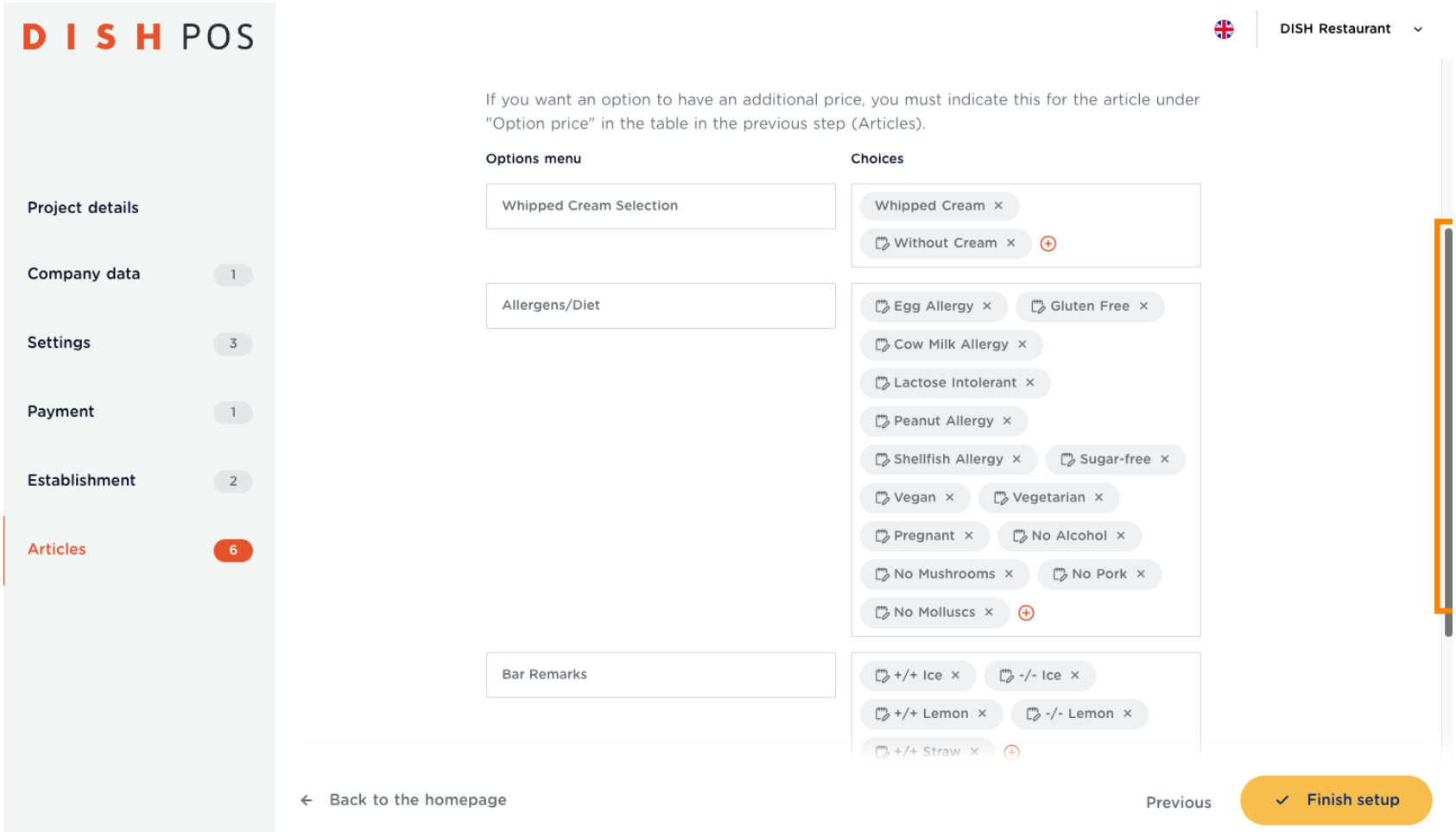


Now you can go ahead and enter your entire menu. Go back and forth as you need, to create articles and article options. When finished, click on Next ->.



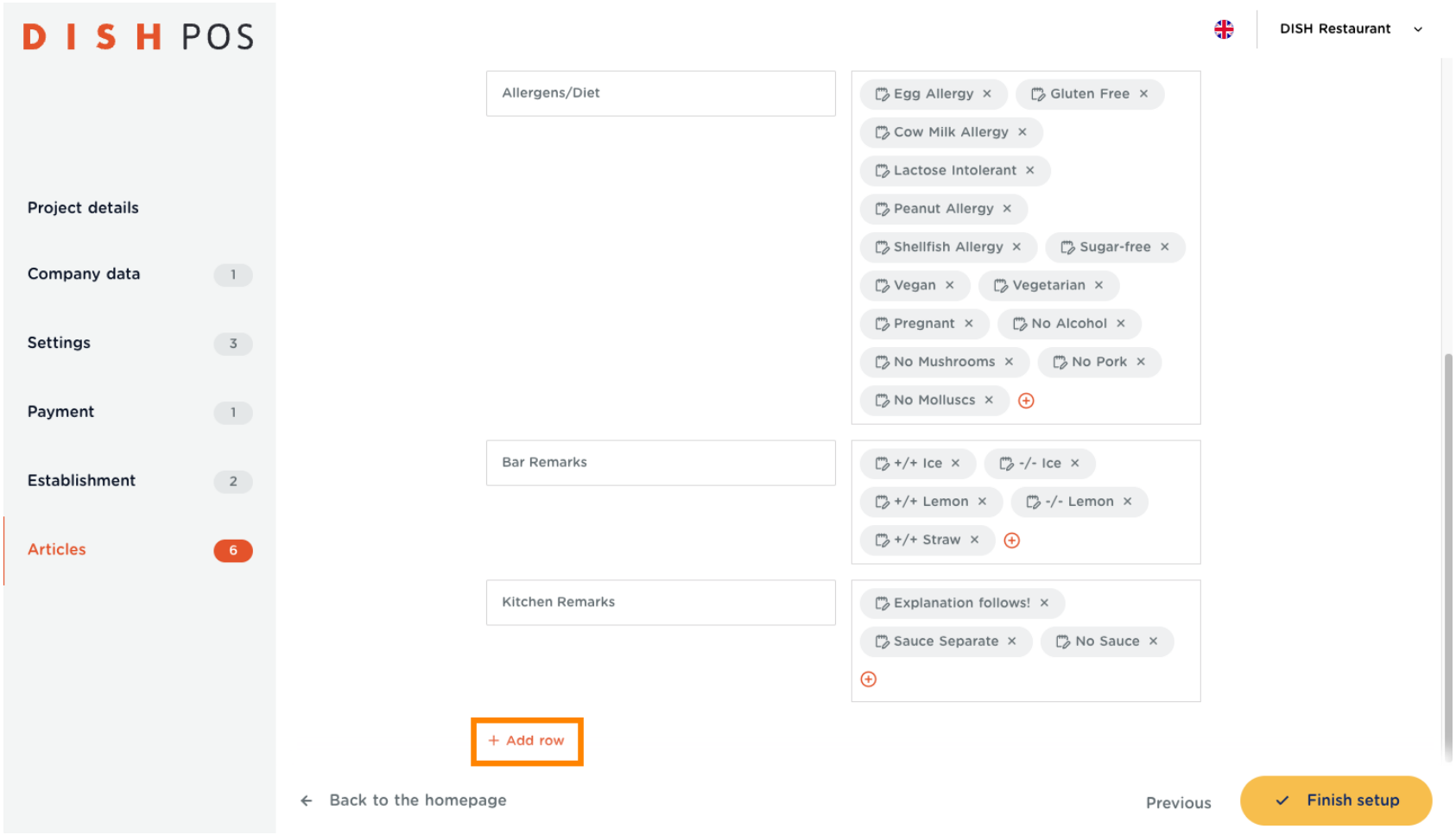
You can create as many Options menus as you want. Most common are remarks and customer wishes that are quite regular. This allows your staff to be more efficient and fast whilst taking orders. Scroll down to add more.

DISH POS Onboarding Part 3



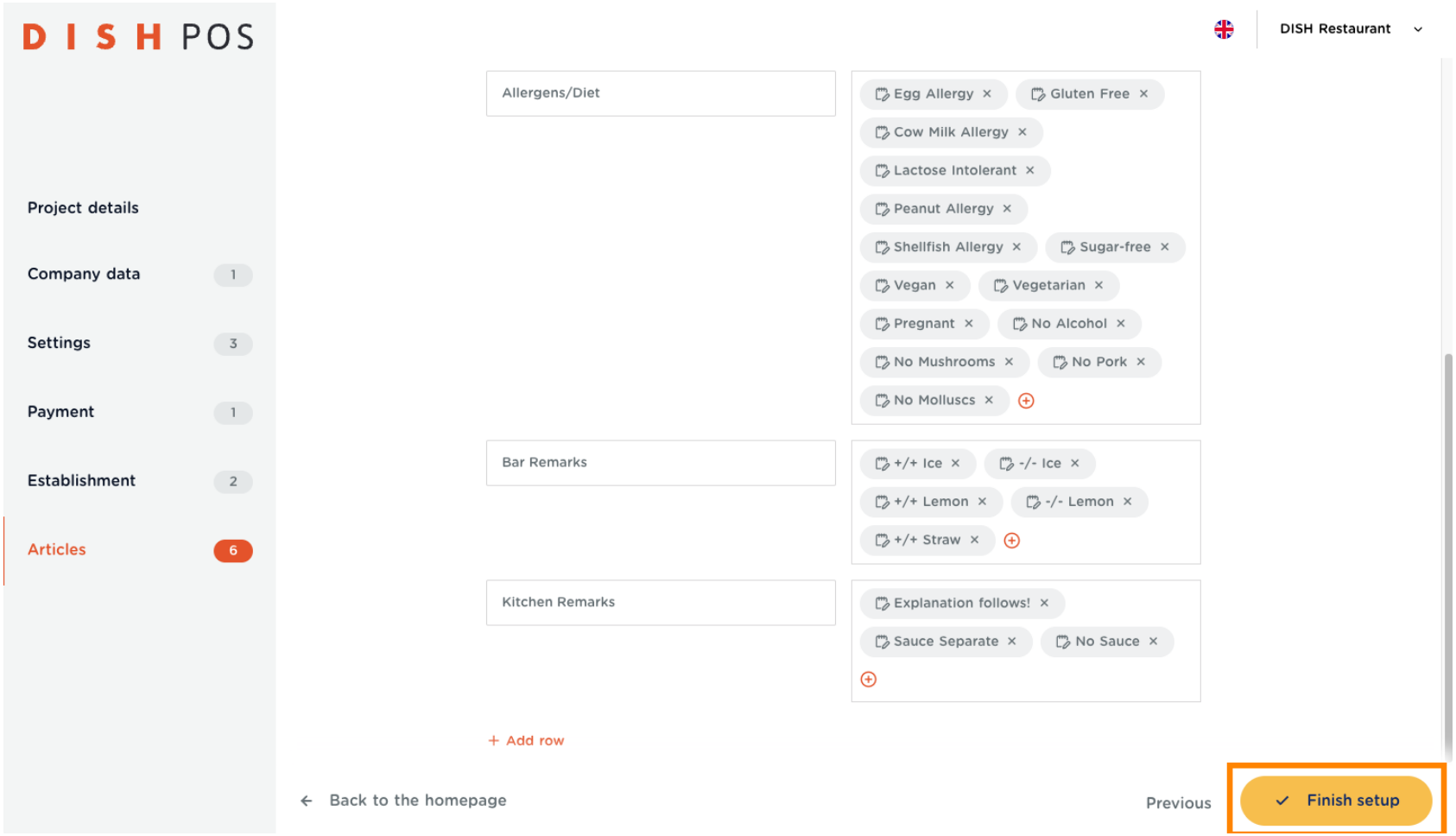
Click on + Add row, enter first the Options menu name, and then one by one the options description which will be the Choice. Note: All settings can also be accessed by the Back-office login, deleted and/or edited.

DISH POS Onboarding Part 3

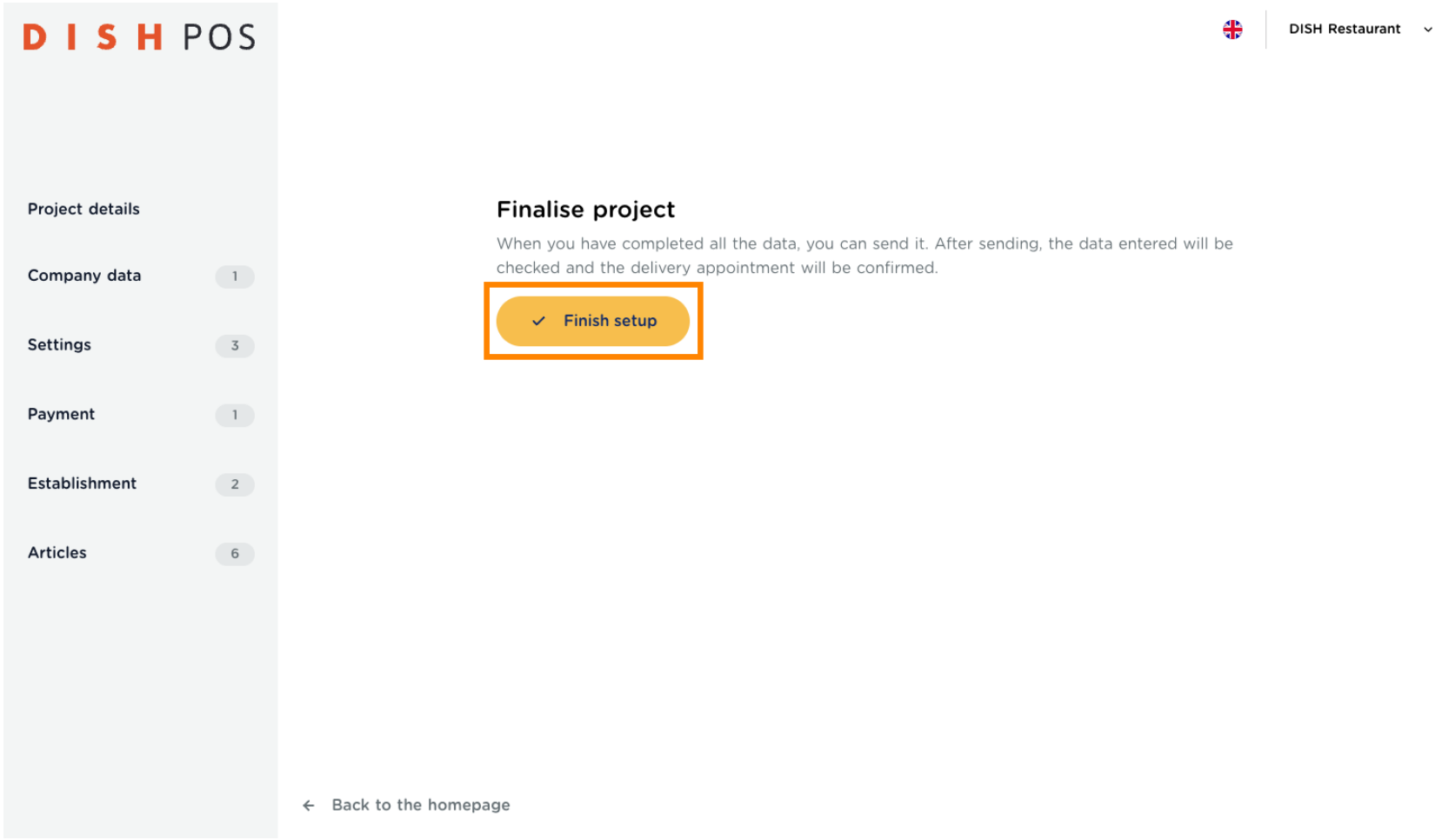


Once you have entered everything, you are set to go. Click on Finish setup to submit the entire form. This will save everything to your DISH POS. Note: It is highly advisable to take a break and look over everything, before submitting this form.

DISH POS Onboarding Part 3



Click once more on Finish setup, to upload all your data. Congratulations! You have successfully set up your new DISH POS.



Scan to go to the interactive player