



The first step is to open booq and click **Articles**

The screenshot shows the booq v2.49.0 dashboard for '(V) booq Demo NL'. The left sidebar contains a menu with 'Articles' highlighted in a pink box. The main dashboard area displays 'Turnover data today' with four key metrics: Turnover (€ 0.00), Transactions (0), Average spending (€ 0.00), and Open orders (€ 339.30). Below this is a 'Turnover details' section with a line chart comparing 'This week' and 'Previous week' across the days of the week. To the right of the chart is a summary table of sales and transactions.

Metric	This Week	Last Week	Total Last Week
SALES UNTIL TODAY	€ 0.00	€ 0.00	€ 0.00
AVERAGE UNTIL TODAY	€ 0.00	€ 0.00	€ 0.00
TRANSACTIONS UNTIL TODAY	0	0	2



Add new product



Click Products

boooq v2.49.0 (V) boooq Demo NL boooq Tutorials Update available boooq_nl_video@hd.digital

Dashboard Display amounts excluding VAT

Articles **Products** Product groups Menus French menus Option menus Price management Time periods Promotions Finances General Payment Self-service

Turnover data today

Turnover	Transactions	Average spending	Open orders
€ 0.00	0	€ 0.00	€ 339.30

Amount: 1
Last updated: Today at 15:37

Turnover details

— This week — Previous week

SALES UNTIL TODAY THIS WEEK	SALES UNTIL TODAY LAST WEEK	SALES TOTAL LAST WEEK
€ 0.00	€ 0.00	€ 0.00
AVERAGE UNTIL TODAY THIS WEEK	AVERAGE UNTIL TODAY LAST WEEK	AVERAGE TOTAL LAST WEEK
€ 0.00	€ 0.00	€ 0.00
TRANSACTIONS UNTIL TODAY THIS WEEK	TRANSACTIONS UNTIL TODAY LAST WEEK	TRANSACTIONS TOTAL LAST WEEK
0	0	2



Add new product



Click **Add Product**

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« Minimize menu

- Dashboard
- Articles **+**
 - Products
 - Product groups
 - Menus
 - French menus
 - Option menus
 - Price management
 - Time periods
 - Promotions
- Finances **-**
- General **-**
- Payment **-**
- Self-service **-**

Products (145 products)

General Allergens

Search: Type to search Product group: All Show 50 records Filter Columns **+ Add Product**

ID	Name	Product group	Turnover group	Price	Option price	VAT	Proc
#167	3 Gangen Menu		Keuken	€ 29.95		0% - 0	
#98	Amaretto Disaronno New	Gedistilleerd	Dranken Hoog	€ 5.25		21% - Hoog	
#68	Apple Juice	Frisdranken	Drinks Low VAT	€ 3.20		9% - Laag	
#119	Bacardi Blanco	Gedistilleerd	Dranken Hoog	€ 5.25		21% - Hoog	
#120	Bacardi Limon	Gedistilleerd	Dranken Hoog	€ 5.25		21% - Hoog	
#44	Bailey'S Coffee	Speciale Koffies	Dranken Hoog	€ 7.75		9% - Laag	
#99	Baileys	Gedistilleerd	Dranken Hoog	€ 5.25		21% - Hoog	
#78	Ballantines	Whiskey	Dranken Hoog	€ 6.25		21% - Hoog	
#14	Bearnaise Steak En Friet	Hoofdgerechten	Keuken	€ 19.50		9% - Laag	Keul
#76	Bokbier (seizoensgebonden)	Tap Bier	Dranken Hoog	€ 4.75		21% - Hoog	
#112	Bombay Gin	Gedistilleerd	Dranken Hoog	€ 5.25		21% - Hoog	
#161	Bowl	Salades	Keuken	€ 10.00	€ 10.00	9% - Laag	Keul
#163	Bowl + Topping	Salades	Keuken	€ 12.50	€ 0.00	9% - Laag	Keul
#12	Burata	Salades	Keuken	€ 10.00		9% - Laag	Keul

1 2 3 >

📌 Fill in the details, of the new Artikel, starting with the **Name**

boon v2.49.0

<< Minimize menu

- 🏠 Dashboard
- 📄 Articles
- 📦 Products
- 📁 Product groups
- 📄 Menus
- 📄 French menus
- 📄 Option menus
- 📄 Price management
- 📄 Time periods
- 📄 Promotions
- 📄 Finances
- ⚙️ General
- 💰 Payment
- 🛒 Self-service

Add Product

- # Article
- 📄 Product description
- 📄 Product images
- 🕒 Product Information

Article
CLOSE ✕

Name*

Product group None

Turnover group* None

Prices

Price*

Tax Rate* None

Open price

Tax Rate Included

Production

Production Order

Course None

Production attributes

None

[+ Add production attributes](#)

Pop-ups

[+ Add option menu](#)

Composites

No components have been added yet

[+ Add item](#)

Description

Short Name

Search & filters

SearchField1

SearchField2

Other

Store None

Is option only

Process

Workflow Default

Processing type Default

Package profile None

Identification

Your reference

ID

Save and add new
Save



Select the Product group - Desserts

boon v2.49.0

- Dashboard
- Articles
 - Products
 - Product groups
 - Menus
 - French menus
 - Option menus
 - Price management
 - Time periods
 - Promotions
- Finances
- General
- Payment
- Self-service

Add Product

- # Article
- Product description
- Product images
- Product Information

Article CLOSE

Name* Product group Turnover group*

Prices

Price* Option price

Tax Rate* Price per

Open price Unit

Tax Rate Included

Production

Production Order Course

Production attributes

None

[+ Add production attributes](#)

Pop-ups

[+ Add option menu](#)

Composites

No components have been added yet

[+ Add item](#)

Description

Short Name

Search & filters

SearchField1

SearchField2

Other

Store

Is option only

Process

Workflow

Processing type

Package profile

Identification

Your reference

ID



Select the Turnover group **The standard Tax Rate has been added for this particular Product group.**

boq v2.49.0

<< Minimize menu

- Dashboard
- Articles
- Products
- Product groups
- Menus
- French menus
- Option menus
- Price management
- Time periods
- Promotions
- Finances
- General
- Payment
- Self-service

Add Product

- # Article
- Product description
- Product images
- Product Information

Article CLOSE ✕

Name* Product group Turnover group* ^

Prices

Price* Option price

Tax Rate* Price per

Needs attention. Product group has changed!

Open price

Tax Rate Included

Needs attention. Product group has changed!

Production

Production Order Course

Production attributes

Default: Keuken
[+ Add production attributes](#)

Pop-ups

[+ Add option menu](#)

Composites

No components have been added yet
[+ Add item](#)

Descript

Short Name

Search & filters

SearchField1

SearchField2

Other

Store

Is option only

Process

Workflow

Processing type

Package profile

Identification

Your reference

ID



Add new product



Fill in the Price

boon v2.49.0

- Dashboard
- Articles
- Products
- Product groups
- Menus
- French menus
- Option menus
- Price management
- Time periods
- Promotions
- Finances
- General
- Payment
- Self-service

Add Product

- # Article
- Product description
- Product images
- Product Information

Article CLOSE

Name* Product group Turnover group*

Prices

Price* Option price

Tax Rate* Price per

Needs attention. Product group has changed!

Open price

Tax Rate Included Needs attention. Product group has changed!

Production

Production Order Course

Production attributes

Default: Keuken
[+ Add production attributes](#)

Pop-ups

[+ Add option menu](#)

Composites

No components have been added yet
[+ Add item](#)

Description

Short Name

Search & filters

SearchField1

SearchField2

Other

Store

Is option only

Process

Workflow

Processing type

Package profile

Identification

Your reference

ID



Complete all the details you need to add. When ready, scroll down and click **Save**

boon v2.49.0

« Minimize menu

- Dashboard
- Articles
- Products
- Product groups
- Menus
- French menus
- Option menus
- Price management
- Time periods
- Promotions
- Finances
- General
- Payment
- Self-service

Edit Product

- # Article
- Product description
- Product images
- Product Information

CLOSE ✕

Name* Product group Desserts Turnover group* Laag BTW

Prices

Price* Option price

Tax Rate* 9% - Laag Price per

Open price Unit ▼

Tax Rate Included

Description

Short Name

Search & filters

SearchField1

SearchField2

Other

Store None ▼

Is option only

Process

Workflow Default ▼

Processing type Default ▼

Package profile None ▼

Identification

Your reference

ID

Production

Production Order Course None (Def...) ▼

Production attributes

Default: Keuken
[+ Add production attributes](#)

Pop-ups

[+ Add option menu](#)

Composites

No components have been added yet
[+ Add item](#)

Save



Add new product



Verify the product has been added via **Type to search**

Products (146 products)

General Allergens

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

ID	Name	Product group	Turnover group	Price	Option price	VAT	Proc
#167	3 Gangen Menu		Keuken	€ 29.95		0% - 0	
#98	Amaretto Disaronno New	Gedistilleerd	Dranken Hoog	€ 5.25		21% - Hoog	
#68	Apple Juice	Frisdranken	Drinks Low VAT	€ 3.20		9% - Laag	
#119	Bacardi Blanco	Gedistilleerd	Dranken Hoog	€ 5.25		21% - Hoog	
#120	Bacardi Limon	Gedistilleerd	Dranken Hoog	€ 5.25		21% - Hoog	
#44	Bailey'S Coffee	Speciale Koffies	Dranken Hoog	€ 7.75		9% - Laag	
#99	Baileys	Gedistilleerd	Dranken Hoog	€ 5.25		21% - Hoog	
#78	Ballantines	Whiskey	Dranken Hoog	€ 6.25		21% - Hoog	
#14	Bearnaise Steak En Friet	Hoofdgerechten	Keuken	€ 19.50		9% - Laag	Keul
#76	Bokbier (seizoensgebonden)	Tap Bier	Dranken Hoog	€ 4.75		21% - Hoog	
#112	Bombay Gin	Gedistilleerd	Dranken Hoog	€ 5.25		21% - Hoog	
#161	Bowl	Salades	Keuken	€ 10.00	€ 10.00	9% - Laag	Keul
#163	Bowl + Topping	Salades	Keuken	€ 12.50	€ 0.00	9% - Laag	Keul
#12	Burata	Salades	Keuken	€ 10.00		9% - Laag	Keul



Add new product



See that **Chocolate fondue for 2** has been added.

The screenshot shows the boooq v2.49.0 interface. The top navigation bar includes the boooq logo, the current environment '(V) boooq Demo NL', 'boooq Tutorials', an 'Update available' notification, and the user profile 'booq_nl_video@hd.digital'. The left sidebar contains a 'Minimize menu' button and a list of navigation items: Dashboard, Articles, Products, Product groups, Menus, French menus, Option menus, Price management, Time periods, Promotions, Finances, General, Payment, and Self-service. The main content area is titled 'Products (1 products)' and has tabs for 'General' and 'Allergens'. It features a search bar with 'chocolate', a 'Product group' dropdown set to 'All', a 'Show 50 records' indicator, and buttons for 'Filter', 'Columns', and '+ Add Product'. Below the search bar, a 'SELECTED FILTERS (1)' section shows 'Search query = chocolate'. The product list table has columns for ID, Name, Product group, Turnover group, Price, Option price, VAT, and Product. The first row is highlighted, showing ID #170, Name 'Chocolate fondue for 2', Product group 'Desserts', Turnover group 'Laag BTW', Price '€ 15.00', VAT '9% - Laag', and Product 'Keuke'. The page number '1' is visible at the bottom center.



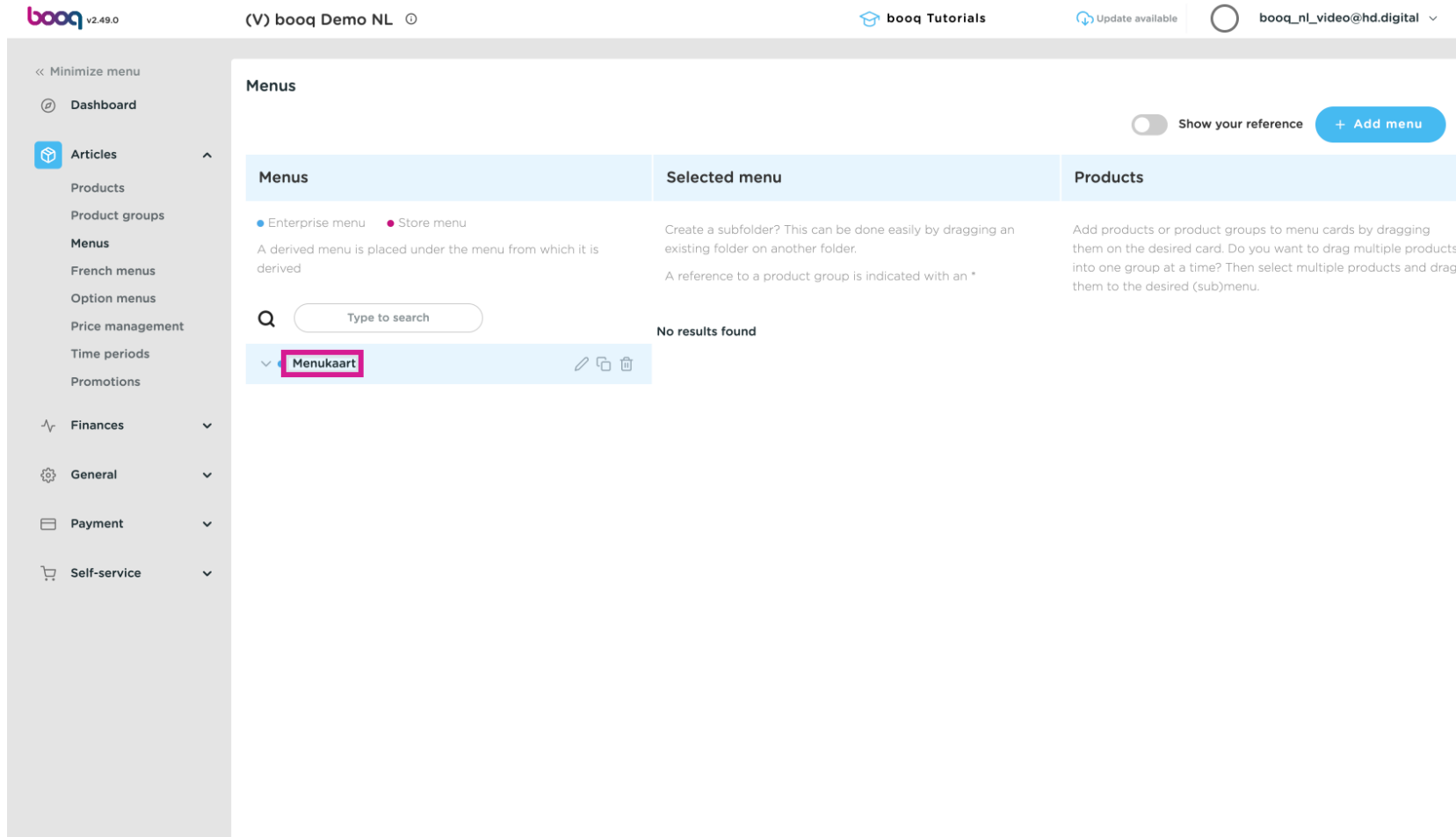
For adding the dish to a particular menu, click **Menus**

The screenshot shows the booq v2.49.0 interface. The sidebar on the left contains a menu with the following items: Dashboard, Articles, Products, Product groups, **Menus** (highlighted with a pink box), French menus, Option menus, Price management, Time periods, Promotions, Finances, General, Payment, and Self-service. The main content area is titled 'Products (1 products)' and has tabs for 'General' and 'Allergens'. A search bar contains the text 'chocolate'. Below the search bar, there are controls for 'Product group' (set to 'All'), 'Show 50 records', 'Filter', and 'Columns'. A 'SELECTED FILTERS (1)' section shows 'Search query = chocolate'. A table below displays the search results:

ID	Name	Product group	Turnover group	Price	Option price	VAT	Produ
#170	Chocolate fondue for 2	Desserts	Laag BTW	€ 15.00		9% - Laag	Keuke



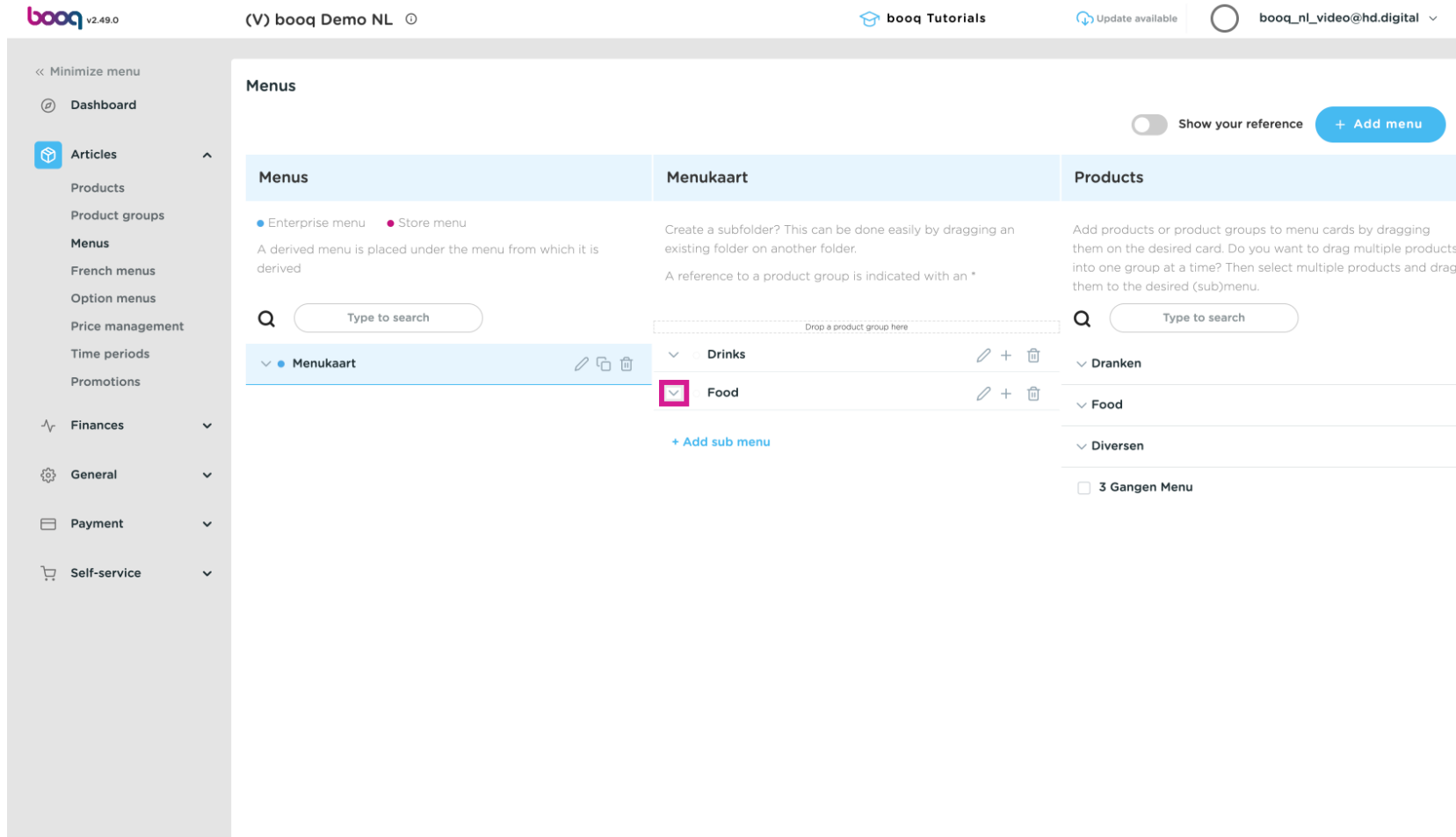
Click on the menu that needs to contain the new product, in this case: **Menukaart**



The screenshot shows the 'Menus' management interface in the booq system. The top navigation bar includes the booq logo (v2.49.0), the current environment '(V) booq Demo NL', 'booq Tutorials', an 'Update available' notification, and the user profile 'booq_nl_video@hd.digital'. The left sidebar contains a 'Minimize menu' button and a list of menu categories: Dashboard, Articles, Products, Product groups, Menus (selected), French menus, Option menus, Price management, Time periods, Promotions, Finances, General, Payment, and Self-service. The main content area is titled 'Menus' and features a 'Show your reference' toggle and an '+ Add menu' button. Below this is a table with three columns: 'Menus', 'Selected menu', and 'Products'. The 'Menus' column contains a list of menu items, with 'Menukaart' highlighted in pink. The 'Selected menu' column contains instructions on how to create subfolders and use references. The 'Products' column contains instructions on how to add products to menu cards. A search bar is located below the table, and the text 'No results found' is displayed below it.



Go to the aimed submenu via the **arrows**.



The screenshot shows the 'Menus' management interface in the booq system. The interface is divided into three main columns: 'Menus', 'Menukaart', and 'Products'. The 'Menus' column on the left contains a search bar and a list of menu items, with 'Menukaart' selected and highlighted. The 'Menukaart' column in the center provides instructions on how to create subfolders and includes a search bar and a list of submenus: 'Drinks' and 'Food'. The 'Food' item is highlighted with a pink box, and a pink arrow points to it from the instruction text above. The 'Products' column on the right contains a search bar and a list of product groups: 'Dranken', 'Food', 'Diversen', and '3 Gangen Menu'. The top of the interface shows the user's profile, the current menu ('(V) booq Demo NL'), and a 'Show your reference' toggle.



We want to add the new product to **desserts**

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<< Minimize menu

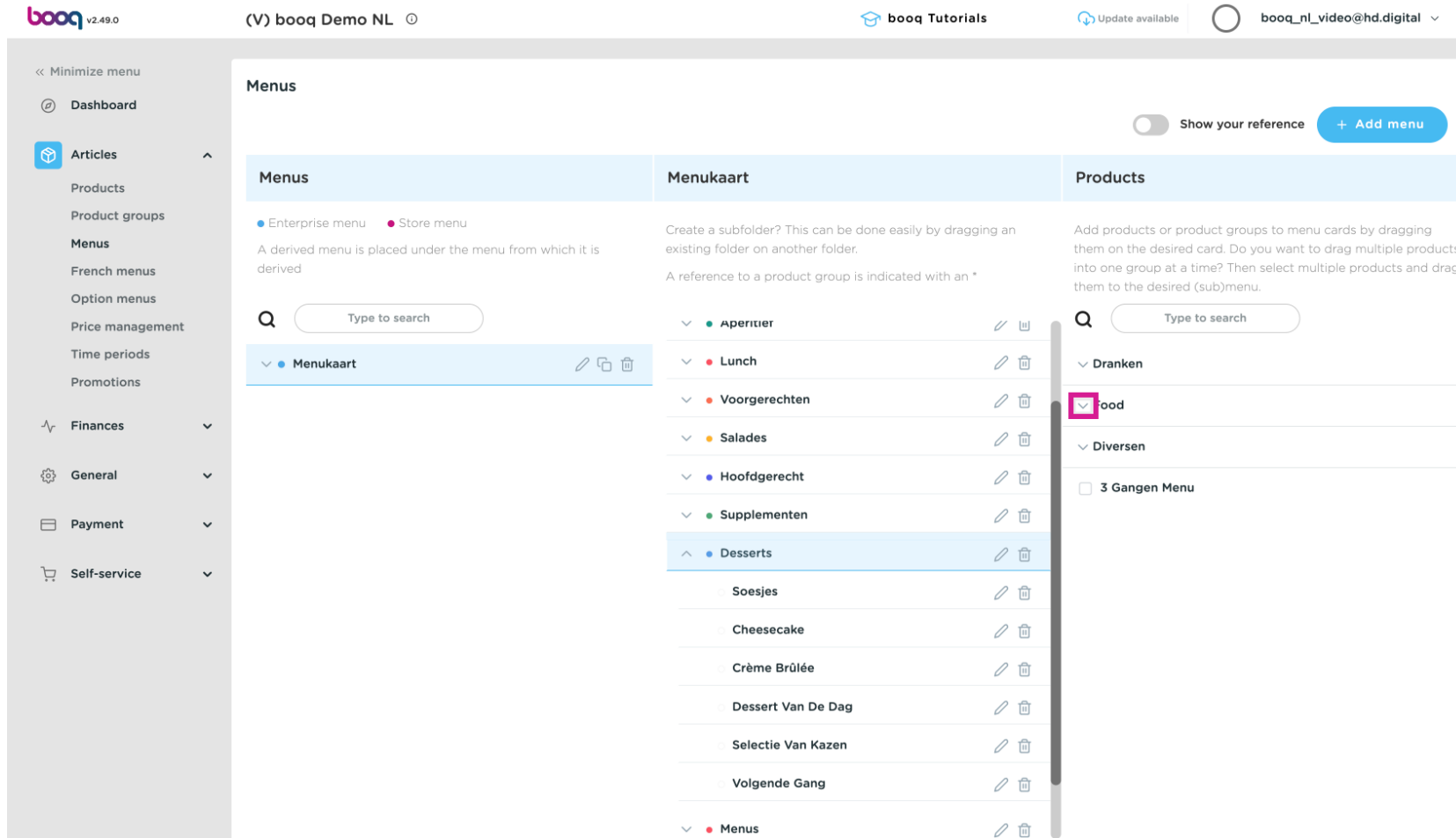
- Dashboard
- Articles
 - Products
 - Product groups
 - Menus**
 - French menus
 - Option menus
 - Price management
 - Time periods
 - Promotions
- Finances
- General
- Payment
- Self-service

Menus

Show your reference
 + Add menu

Menus	Menukaart	Products
<p>• Enterprise menu • Store menu</p> <p>A derived menu is placed under the menu from which it is derived</p> <p>Q <input style="width: 80%;" type="text" value="Type to search"/></p> <ul style="list-style-type: none"> ▼ • Menukaart 	<p>Create a subfolder? This can be done easily by dragging an existing folder on another folder.</p> <p>A reference to a product group is indicated with an *</p> <ul style="list-style-type: none"> ▼ • Aperitief ▼ • Lunch ▼ • Voorgerechten ▼ • Salades ▼ • Hoofdgerecht ▼ • Supplementen <li style="border: 2px solid #e91e63;">▼ • Desserts <ul style="list-style-type: none"> ○ Soesjes ○ Cheesecake ○ Crème Brûlée ○ Dessert Van De Dag ○ Selectie Van Kazen ○ Volgende Gang ▼ • Menu 	<p>Add products or product groups to menu cards by dragging them on the desired card. Do you want to drag multiple products into one group at a time? Then select multiple products and drag them to the desired (sub)menu.</p> <p>Q <input style="width: 80%;" type="text" value="Type to search"/></p> <ul style="list-style-type: none"> ▼ Dranken ▼ Food ▼ Diversen <input type="checkbox"/> 3 Gangen Menu

🔍 Search for the new product in the right column via the **arrows**



Menus

Enterprise menu Store menu
 A derived menu is placed under the menu from which it is derived

Menukaart

Menukaart

Create a subfolder? This can be done easily by dragging an existing folder on another folder.
 A reference to a product group is indicated with an *

- Aperitief
- Lunch
- Voorgerechten
- Salades
- Hoofdgerecht
- Supplementen
- Desserts**
- Soesjes
- Cheesecake
- Crème Brûlée
- Dessert Van De Dag
- Selectie Van Kazen
- Volgende Gang
- Menu

Products

Show your reference [+ Add menu](#)

- Food**
- Dranken
- Diversen
- 3 Gangen Menu



Click and drag **Chocolate fondue for 2**, then drop it on the menu, in this case **desserts**.

Menus

Enterprise menu • Store menu

A derived menu is placed under the menu from which it is derived

Q Type to search

- Menukaart

Menukaart

Create a subfolder? This can be done easily by dragging an existing folder on another folder.

A reference to a product group is indicated with an *

- Aperitief
- Lunch
- Voorgerechten
- Salades
- Hoofdgerecht
- Supplementen
- Desserts**
- Soesjes
- Cheesecake
- Crème Brûlée
- Dessert Van De Dag
- Selectie Van Kazen
- Volgende Gang
- Menus

Products

Add products or product groups to menu cards by dragging them on the desired card. Do you want to drag multiple products into one group at a time? Then select multiple products and drag them to the desired (sub)menu.

Q Type to search

- Salades
- Hoofdgerechten
- Supplements
- Desserts**
 - Chocolate fondue for 2
 - Soesjes
 - Cheesecake
 - Crème Brûlée
 - Dessert Van De Dag
 - Selectie Van Kazen
 - Chocolade fondue
- Diversen



Add new product



Drop

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<< Minimize menu

- Dashboard
- Articles
 - Products
 - Product groups
 - Menus**
 - French menus
 - Option menus
 - Price management
 - Time periods
 - Promotions
 - Finances
 - General
 - Payment
 - Self-service

Menus

Enterprise menu Store menu

A derived menu is placed under the menu from which it is derived

Q Type to search

Menusaart

Create a subfolder? This can be done easily by dragging an existing folder on another folder.

A reference to a product group is indicated with an *

- Aperitief
- Lunch
- Voorgerechten
- Salades
- Hoofdgerecht
- Supplementen
- Desserts**
 - Soesjes
 - Cheesecake
 - Crème Brûlée
 - Dessert Van De Dag
 - Selectie Van Kazen
 - Volgende Gang
- Menus

Show your reference + Add menu

Products

Q Type to search

- Salades
- Hoofdgerechten
- Supplements
- Desserts
 - Chocolate fondue for 2
 - Soesjes
 - Cheesecake
 - Crème Brûlée
 - Dessert Van De Dag
 - Selectie Van Kazen
 - Chocolade fondue
- Diversen



To send changes to the restaurant go to **General**

The screenshot shows the booq v2.49.0 interface. The top navigation bar includes the booq logo, the current restaurant '(V) booq Demo NL', 'booq Tutorials', an 'Update available' notification, and the user profile 'booq_nl_video@hd.digital'. The left sidebar contains a 'Minimize menu' button and several menu categories: Dashboard, Articles, Products, Product groups, Menus, French menus, Option menus, Price management, Time periods, Promotions, Finances, **General** (highlighted with a pink box), Payment, and Self-service. The main content area is titled 'Menus' and is divided into three columns: 'Menus', 'Menukaart', and 'Products'. The 'Menus' column shows a search bar and a list of menu items, with 'Menukaart' selected. The 'Menukaart' column contains a list of menu categories: Salades, Hoofdgerecht, Supplementen, Desserts, and Menu. The 'Desserts' category is expanded, showing items like Soesjes, Cheesecake, Crème Brûlée, Dessert Van De Dag, Selectie Van Kazen, Volgende Gang, and Chocolate fondue for 2. The 'Products' column also has a search bar and a list of products, with 'Desserts' expanded to show items like Chocolate fondue for 2, Soesjes, Cheesecake, Crème Brûlée, Dessert Van De Dag, Selectie Van Kazen, and Chocolade fondue. A '+ Add menu' button is visible in the top right of the 'Menus' section.



Add new product



Click **General**

boooq v2.49.0 (V) boooq Demo NL boooq Tutorials Update available boooq_nl_video@hd.digital

<< Minimize menu

- Dashboard
- Articles
- Products
- Product groups
- Menus**
- French menus
- Option menus
- Price management
- Time periods
- Promotions
- Finances
- General**
- General
- Production stations
- Facilities
- Cash stores
- Printers
- App links
- Table map
- Users
- Usergroups
- POS devices
- Courses
- Customers
- Currencies

Menus

● Enterprise menu ● Store menu

A derived menu is placed under the menu from which it is derived

Q Type to search

- ▼ ● Menukaart

Menukaart

Create a subfolder? This can be done easily by dragging an existing folder on another folder.

A reference to a product group is indicated with an *

Q Type to search

- ▼ ● Salades
- ▼ ● Hoofdgerecht
- ▼ ● Supplementen
- ^ ● Desserts
 - Soesjes
 - Cheesecake
 - Crème Brûlée
 - Dessert Van De Dag
 - Selectie Van Kazen
 - Volgende Gang
 - Chocolate fondue for 2
- ▼ ● Menu

+ Add sub menu

Show your reference + Add menu

Products

Add products or product groups to menu cards by dragging them on the desired card. Do you want to drag multiple products into one group at a time? Then select multiple products and drag them to the desired (sub)menu.

Q Type to search

- ▼ Salades
- ▼ Hoofdgerechten
- ▼ Supplements
- ^ Desserts
 - Chocolate fondue for 2
 - Soesjes
 - Cheesecake
 - Crème Brûlée
 - Dessert Van De Dag
 - Selectie Van Kazen
 - Chocolade fondue
- ▼ Diversen



Add new product



Click **Transmit**

The screenshot shows the boooq v2.49.0 interface. The top navigation bar includes the boooq logo, the store name '(V) boooq Demo NL', 'boooq Tutorials', an 'Update available' notification, and the user profile 'booq_nl_video@hd.digital'. A left sidebar menu is visible with categories like Dashboard, Articles, Finances, and General. The main content area is titled 'Stores' and contains a table with the following data:

Name	Installed version	Update status	Transmit status	Last transmission
HD Video Demo Dutch	v3s38b1	Update available (v3s38b7.0)	Update	2023-04-18 11:39

At the top right of the 'Stores' section, there are two buttons: 'Normalize price rules' and 'TRANSMIT'. The 'TRANSMIT' button is highlighted with a pink rectangular box.



That's it. You're done.

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<< Minimize menu

- Dashboard
- Articles
 - Products
 - Product groups
 - Menus
 - French menus
 - Option menus
 - Price management
 - Time periods
 - Promotions
- Finances
- General
 - General
 - Production stations
 - Facilities
 - Cash stores
 - Printers
 - App links
 - Table map
 - Users
 - Usergroups
 - POS devices
 - Courses
 - Customers
 - Currencies

Stores

Normalize price rules TRANSMIT

Name	Installed version	Update status	Transmit status	Last transmission
HD Video Demo Dutch	v3s38b1	Update available (v3s38b7.0)	Update	2023-04-18 15:44



Add new product



Scan to go to the interactive player