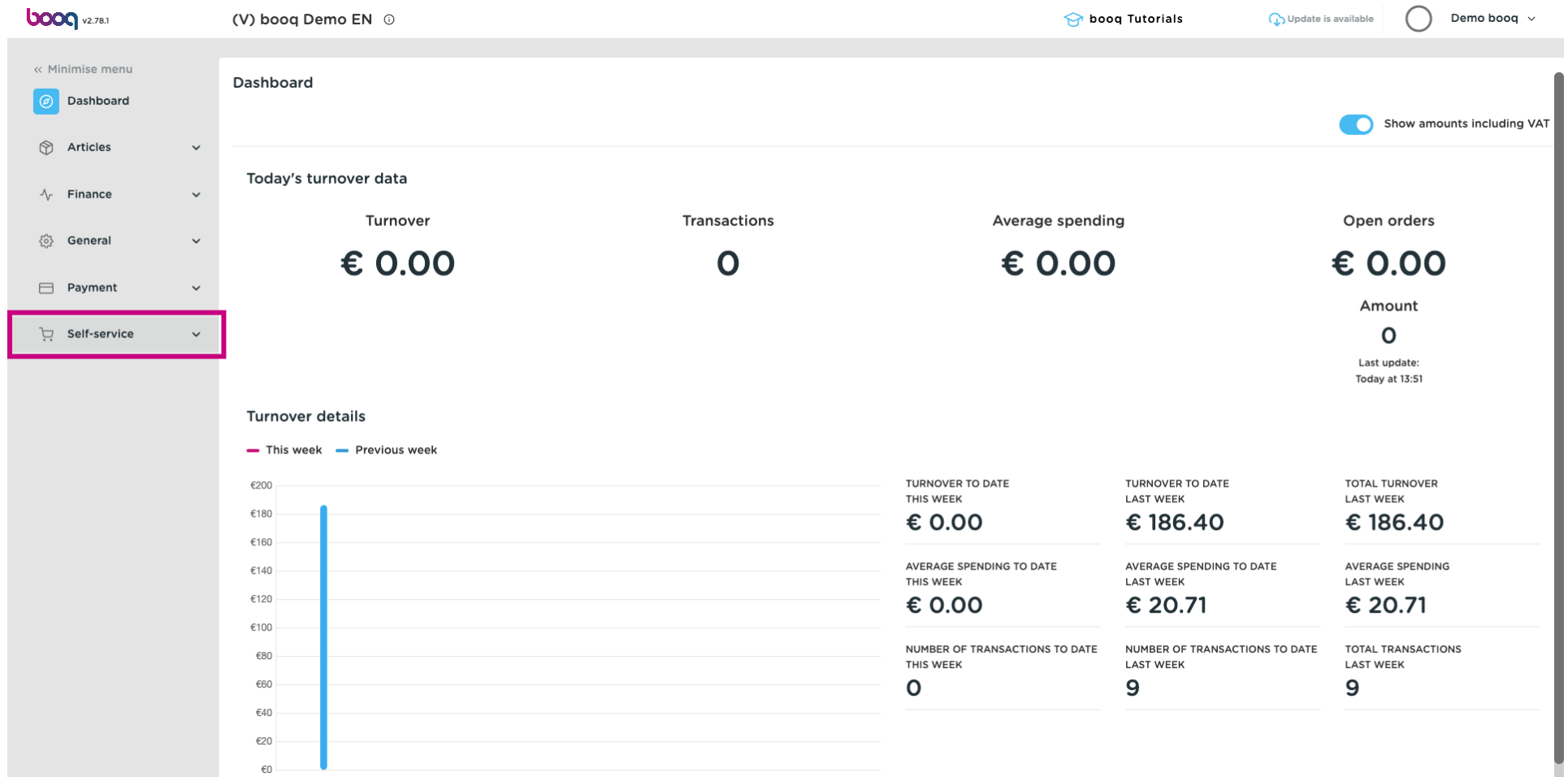




Welcome to **booq dashboard**. In this tutorial, we will show how to adjust your **payment settings**. First, go to **Self-service**.





Changing payment settings



Click on **Sales channels**.

booq v2.65.7

(V) booq Demo EN ⓘ

booq Tutorials

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Show amounts including VAT

Today's turnover data

Turnover

€ 0.00

Transactions

0

Average spending

€ 0.00

Open orders

Unknown

Turnover details

This week

Previous week

€100

€90

€80

€70

€60

€50

€40

€30

€20

€10

€0

TURNOVER TO DATE THIS WEEK

€ 0.00

AVERAGE SPENDING TO DATE THIS WEEK

€ 0.00

NUMBER OF TRANSACTIONS TO DATE THIS WEEK

0

TURNOVER TO DATE LAST WEEK

€ 0.00

AVERAGE SPENDING TO DATE LAST WEEK

€ 0.00

NUMBER OF TRANSACTIONS TO DATE LAST WEEK

0

TOTAL TURNOVER LAST WEEK

€ 0.00

AVERAGE SPENDING LAST WEEK

€ 0.00

TOTAL TRANSACTIONS LAST WEEK

0

2 of 35



Changing payment settings



Click on the **pencil icon**.

booq v2.78.1 (V) booq Demo EN booq Tutorials Update is available Demo booq

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 - Payment method menu
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 - Payment providers
- Self-service
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Sales channels (5 sales channels)

Q Search Show 50 Records

	Name	Store	Type	URL
	Grab & Go	HD Video Demo English	Self-scan checkout	http://netherlands.sandbox.booqcloud.com/qr/booq
	Kiosk	HD Video Demo English	Ordering kiosk	http://netherlands.sandbox.booqcloud.com/kiosk/de
	Payment	HD Video Demo English	QR	
	Self-Service	HD Video Demo English	Self-service checkout	http://netherlands.sandbox.booqcloud.com/qr/booq
	Webshop	HD Video Demo English	Webshop	http://netherlands.sandbox.booqcloud.com/webshop

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Click the toggle **Allow comments on orders** to allow guests to add comments to their order.

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Legal notice

Opening hours

General

NAME*

Payment

Store

HD Video Demo English

Customer interaction

Allow comments on orders

☐

Language settings

Languages

German, English, French, Dutch

Default language *

English

Identification

ID

23

CLOSE

×

Save

Select the **Languages** you want to support in the Payment web page.

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General

NAME*

Payment

Store

HD Video Demo English

Customer interaction

Allow comments on orders

Language settings

Languages

German, English, French, Dutch

Default language *

English

Identification

ID

23

CLOSE

Save

Click on **Default Language** to determine the default language

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Customer interaction

Allow comments on orders

Language settings

Languages

German, English, French, Dutch

Default language *

English

Identification

ID

23

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Save



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Click on **Content**.

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General

CLOSE

Name*Payment

Store

StoreHD Video Demo English

Customer interaction

Allow comments on orders

Language settings

LanguagesGerman, English, French, Dutch

Default language *English

Identification

ID23

Save



In the highlighted box, you can enter a **Welcome text**.

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Content

CLOSE

Name*

Welcome text

Normal

B

I

U

General information

Normal

B

I

U

Save



Click on **Appearance**.

boon v2.65.7

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Content

CLOSE

Name*

Welcome text

Normal

B

I

U

General information

Normal

B

I

U

Save

Choose your preferred **primary color** by clicking on the color.

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Name*

Colours

Primary colour

Secondary colour

Default product overview

Grid view

Logo

Logo

Files supported: .png, .jpg, .jpeg, .svg (max 1 MB)
Drop your file here or [browse](#)

Images

Welcome image

Files supported: .png, .jpg, .jpeg (max 4 MB)
Drop your file here or [browse](#)

Success image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Save



Click on the highlighted color to select the **secondary color**.

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Name*

Colours

Primary colour

Secondary colour

Default product overview

Grid view

Logo

Files supported: .png, .jpg, .jpeg, .svg (max 1 MB)
Drop your file here or [browse](#)

Images

Welcome image

Files supported: .png, .jpg, .jpeg (max 4 MB)
Drop your file here or [browse](#)

Success image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Save



Select a **default product overview**.

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Name*

Colours

Primary colour

Secondary colour

Default product overview

Default product overview

Grid view

Logo

Logo

Files supported: .png, .jpg, .jpeg, .svg (max 1 MB)

Drop your file here or [browse](#)

Images

Welcome image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Success image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Save



Click on **browse** to select and upload a **Logo** from your files. **MB.**

Note: The file size should not exceed 1

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Name*

Colours

Primary colour

Secondary colour

Default product overview

Default product overview

Grid view

Logo

Logo

Files supported: .png, .jpg, .jpeg, .svg (max 1 MB)

Drop your file here or **browse**

Images

Welcome image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or **browse**

Success image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Save



Click on **browse** to select a **Welcome image** from your files and upload it.

Note: The file size should not exceed 4 MB.

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Name*

Colours

Primary colour

Secondary colour

Default product overview

Default product overview

Grid view

Logo

Logo

Files supported: .png, .jpg, .jpeg, .svg (max 1 MB)

Drop your file here or [browse](#)

Images

Welcome image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Success image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Save



Click on **browse** to select a **Success image** from your files and upload it.

Note: The file size should not exceed 4 MB.

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Logo

Files supported: .png, .jpg, .jpeg (max 1 MB)

Drop your file here or [browse](#)

Images

Welcome image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Success image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Error image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Closed image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Save



Click on **browse** to select an **Error image** from your files and upload it.

Note: The file size should not exceed 4 MB.

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Files supported: .png, .jpg, .jpeg (max 1 MB)

Drop your file here or [browse](#)

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Welcome image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Success image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Error image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Closed image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Save



Click on **browse** to select a **Closing image** from your files and upload it. **Note: The file size should not exceed 4 MB.**

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Files supported: .png, .jpg, .jpeg (max 1 MB)

Drop your file here or [browse](#)

Images

Welcome image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Success image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Error image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Closed image

Files supported: .png, .jpg, .jpeg (max 4 MB)

Drop your file here or [browse](#)

Save



Changing payment settings



Click on **Tipping**.

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Click on the **toggle** to enable or disable **Tipping**.

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Name*

Tipping active

Tipping active

Tipping options

☆ ADVICE

We advise you to use a maximum of three tipping options.

Value	Type
10	%

+ Add tipping option

Open amount

Open amount authorised

Save

Click on **+ Add tipping option** to determine the tipping options.

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Name*

Tipping active

Tipping active

Tipping options

☆ ADVICE

We advise you to use a maximum of three tipping options.

Value	Type
10	%

+ Add tipping option

Open amount

Open amount authorised

Save



Enter the **tipping value**.

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Name*

Tipping active

Tipping active

Tipping options

☆ ADVICE

We advise you to use a maximum of three tipping options.

Value	Type
0	€

+ Add tipping option

Open amount

Open amount authorised

Save



Select the tipping **type**, it could be either a percentage of the total amount or a monetary precise value.

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CLOSE

Name*

Tipping active

Tipping active

Tipping options

☆ ADVICE

We advise you to use a maximum of three tipping options.

Value	Type
0	€ ^
+ Add tipping option	

€

%

Open amount

Open amount authorised

Save



Check the toggle next to **Open Amount Authorized** if you want the guest to enter an amount themselves. **Note: You can combine fixed options and an open amount with each other, displaying of options and the free entry.**

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Name*

Tipping active

Tipping active

Tipping options

☆ ADVICE

We advise you to use a maximum of three tipping options.

Value

Type

10

%

+ Add tipping option

Open amount

Open amount authorised

Save



Click on **Legal notice**.

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CLOSE

Name*

Tipping active

Tipping active

Tipping options

ADVICE

We advise you to use a maximum of three tipping options.

Value	Type
10	%

+ Add tipping option

Open amount

Open amount authorised

Save



Click on **browse** to upload your own **Terms and Conditions**. You can also use the text field on the left side. **Note: The file size should not exceed 4 MB.**

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Save



Click on **browse** to upload your own **Privacy Policy**. You can also use the text field on the left side.

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Legal notice

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Legal notice

CLOSE

Name*

Privacy Policy

Normal

B

I

U

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Imprint

Normal

B

I

U

Save



Click on **Opening hours**.

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Legal notice

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☆

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Terms & Conditions

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Privacy Policy

Normal B I U

Save



Select the opening hours as configured on the opening hours page to apply to the sales channel. **Note:** Changes can be made on the opening hours page.

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Opening hours

CLOSE

Name*

Opening hours

Select a time schedule to use as opening hours for this sales channel. Reusable time schedules can be created and changed can be made on the Time schedules page.


Opening hours

Always open

Save



Finally, click on **Save**.

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 Opening hours

Opening hours
 CLOSE

Name*

Opening hours

Select a time schedule to use as opening hours for this sales channel. Reusable time schedules can be created and changed can be made on the Time schedules page.

Opening hours

Monday till Friday

	From	To
<input checked="" type="checkbox"/> Monday	00:00	00:00
<input checked="" type="checkbox"/> Tuesday	00:00	00:00
<input checked="" type="checkbox"/> Wednesday	00:00	00:00
<input checked="" type="checkbox"/> Thursday	00:00	00:00
<input checked="" type="checkbox"/> Friday	00:00	00:00
<input checked="" type="checkbox"/> Saturday	00:00	00:00
<input checked="" type="checkbox"/> Sunday	00:00	00:00

Exceptions

08-12-2022

Open

00:00 - 00:00

Save



1



Changing payment settings



Click on **General**.

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- Facilities
- Cash stores
- Printers
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- Table map
- Users
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- POS devices
- Courses
- Customers
- Currency
- Turnover categories
- Translations
- Packaging profiles
- Payment
- Self-service

Sales channels (5 sales channels)

Search

Show 50 Records

Name	Store	Type	URL
Grab & Go	HD Video Demo English	Self-scan checkout	http://netherlands.sandbox.booqcloud.com/qr/booq
Kiosk	HD Video Demo English	Ordering kiosk	http://netherlands.sandbox.booqcloud.com/kiosk/de
Payment	HD Video Demo English	QR	
Self-Service	HD Video Demo English	Self-service checkout	http://netherlands.sandbox.booqcloud.com/qr/booq
Webshop	HD Video Demo English	Webshop	http://netherlands.sandbox.booqcloud.com/webshop

1



Changing payment settings



Click on **Send**.

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 - General
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Stores

Normalise price rules **SEND**

Name	Current version	Update status	Send status	Last transmission
HD Video Demo English	v3s38b16	Update is in progress (v3s61b7.0)		2023-05-19 13:40

That's it. You're done.

(V) booq Demo EN
booq Tutorials
Demo booq

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 - General
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 - POS devices
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 - Currency
 - Turnover categories
 - Translations
 - Packaging profiles
- Payment
- Self-service

Stores

Name	Current version	Update status	Send status	Last transmission
HD Video Demo English	v3s38b16	Update is in progress (v3s61b7.0)		2023-09-07 14:34



Scan to go to the interactive player