

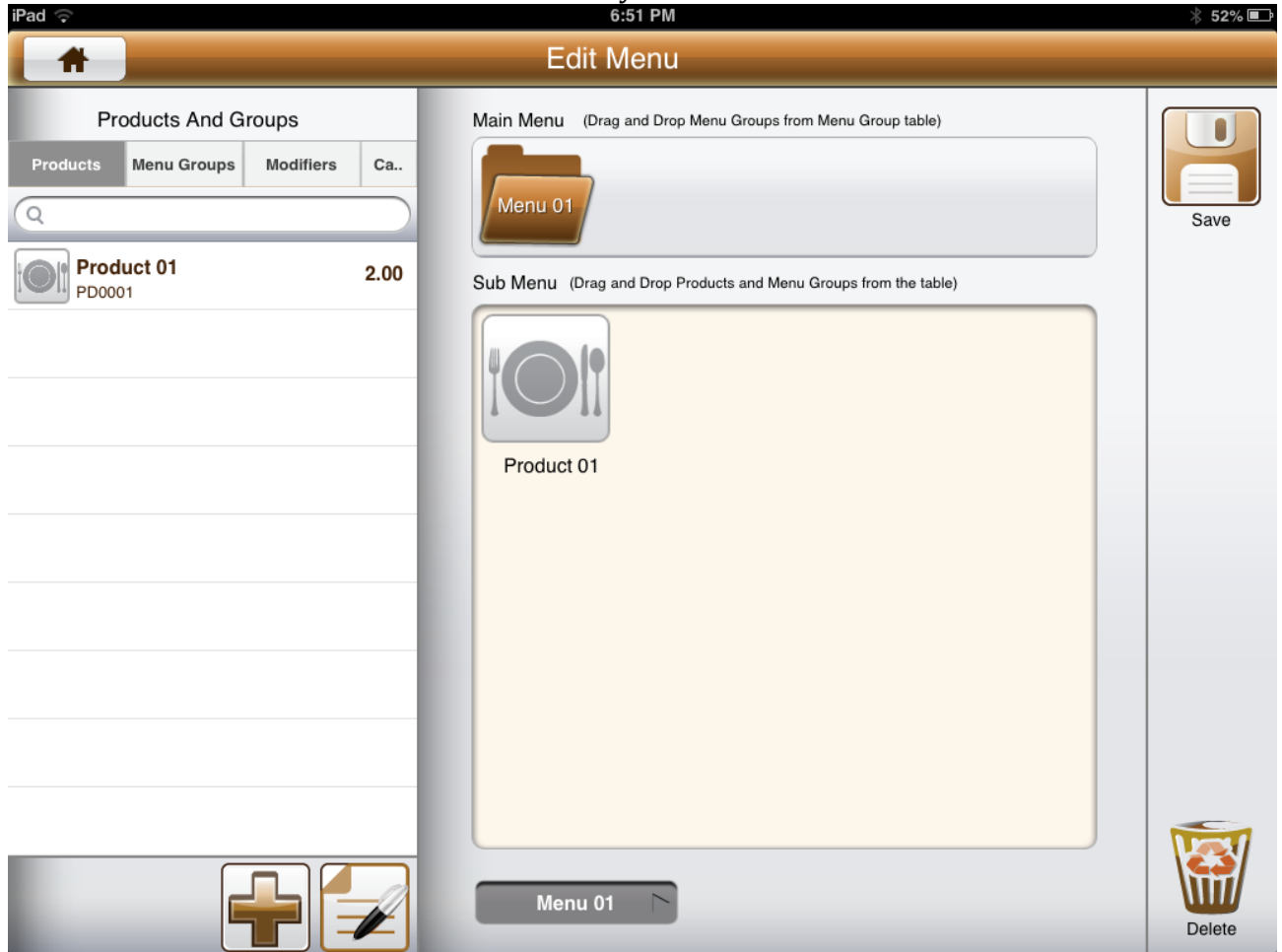
Guide on Setting Up Modifiers in Octopus™ Food POS

How to Setup Modifiers in Octopus™ Food POS

Step 1:

Create a item that requires modifiers, for eg: Beef Steak

Go to Edit Menu and create a item called RibEye Steak



To create a new item - > Click on the '+' sign at the bottom of the page.
A screen will appear as below and you can enter in the details of the item.

Assign a category for easier reporting later.

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Enter in the details of the RibEye Steak accordingly and assign them to a category called Steaks.

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Step 2:

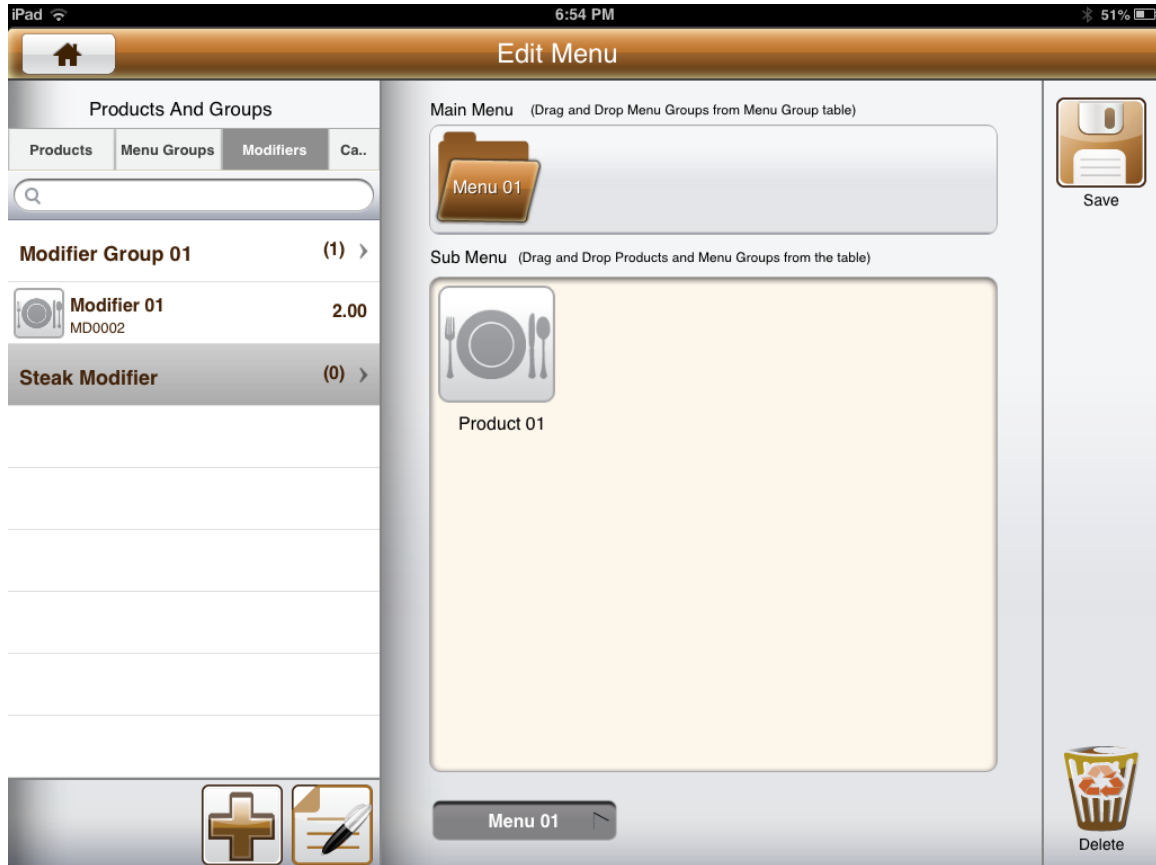
Assign the RibEye to a new modifier group called Steak Modifier.
Click on the '+' sign under the modifier groups section and the pop up appears – Enter in Steak Modifier as the modifier group.



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Step 3:

Create the items under the steak modifier group. After the modifier group is created, the user is taken to the creation page for the modifier items.



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Step 4:

Create the items accordingly for the modifier group. In our example, it will items such as Well Done(No Cost), Medium Well(No Cost), and perhaps Extra Fries(extra \$1).



The above shows a modifier item created called 'Well Done' at 0\$0 value.

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For each modifier item created, remember to assign them to Steak Modifier group as shown.

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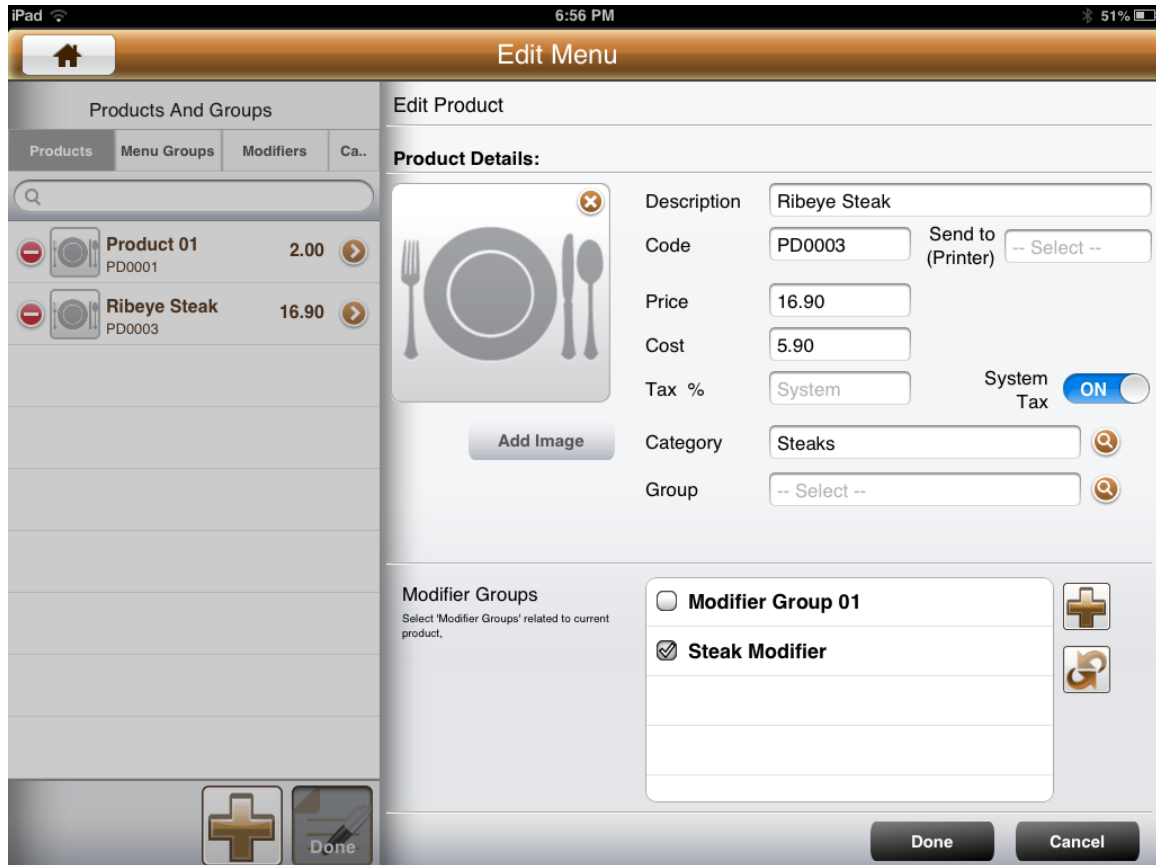
The above shows an example of a modifier created with a retail value of \$1 and assigned to the Steak Modifier group.

At the end of each creation, press 'Done' at the bottom of the screen to complete the creation.

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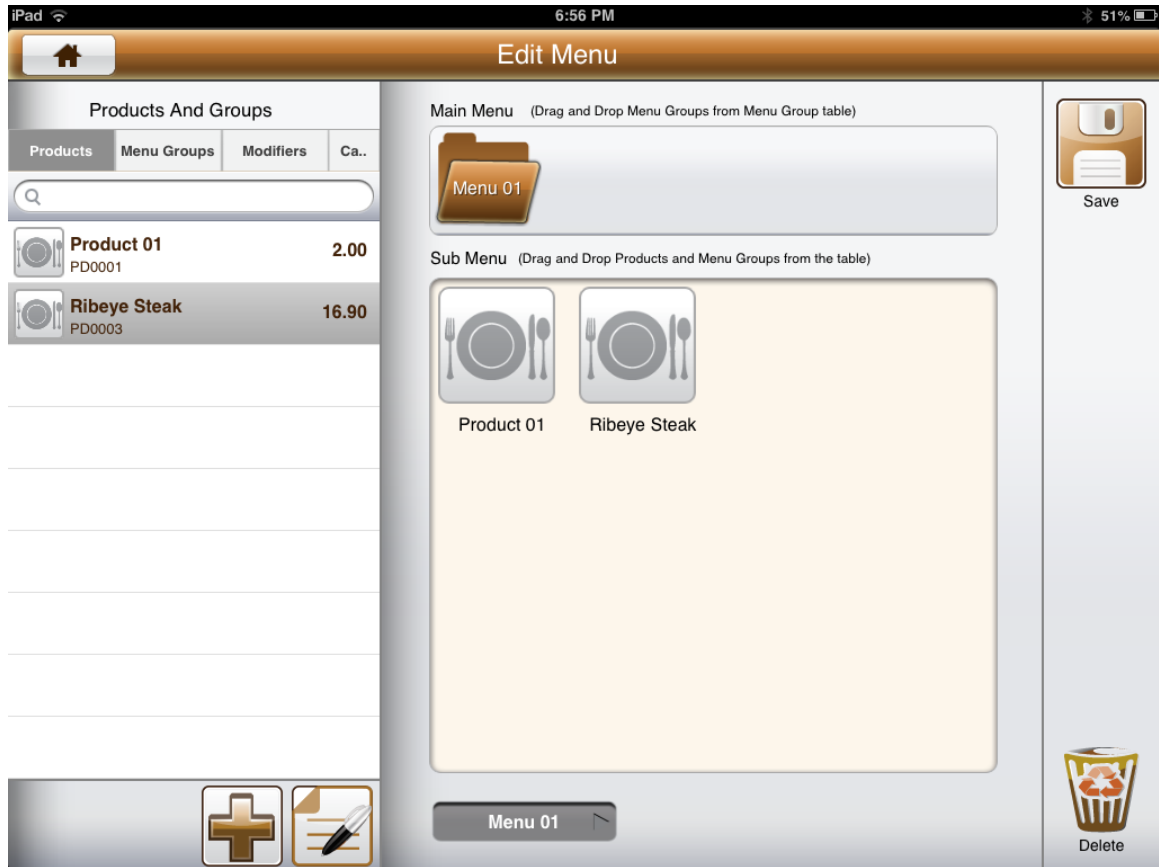
Step 5:

Navigate back to the Product Item called 'Rib Eye Steak' and ensure that it is assigned to the steak modifier group. Click 'Done' when completed.



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Place the menu item on the menu as shown and click on 'Save' to save the menu structure.

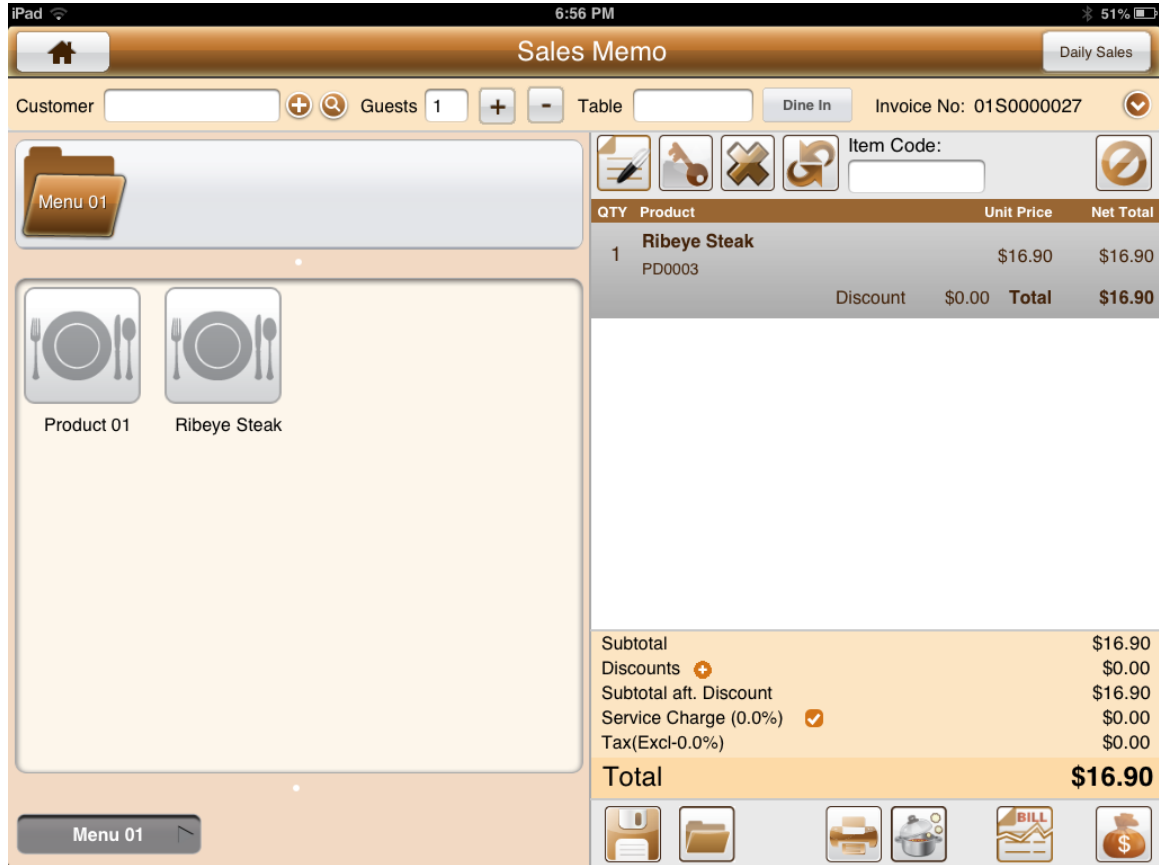


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Step 6:

Go back to the Sales Memo and you will see the Ribeye Steak as a item as show below.

Select the item and it will appear on the right of the screen. Select the RibEye Steak and click on the Edit Button



The screenshot shows the 'Sales Memo' screen on an iPad. At the top, it displays 'iPad', '6:56 PM', and '51%' battery. The main header is 'Sales Memo' with a 'Daily Sales' button on the right. Below the header, there are fields for 'Customer', 'Guests' (set to 1), 'Table', 'Dine In', and 'Invoice No: 01S0000027'. A 'Menu 01' folder icon is visible on the left. The main area shows two product icons: 'Product 01' and 'Ribeye Steak'. On the right, a table lists the items:

QTY	Product	Unit Price	Net Total
1	Ribeye Steak PD0003	\$16.90	\$16.90
	Discount	\$0.00	Total \$16.90

Below the table, a summary section shows:

Subtotal	\$16.90
Discounts +	\$0.00
Subtotal aft. Discount	\$16.90
Service Charge (0.0%) ✓	\$0.00
Tax(Excl-0.0%)	\$0.00
Total	\$16.90

At the bottom, there are several icons for saving, deleting, printing, and other functions.

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The Option window will appear and it will allow the user to select the options such as a discount or to increase in quantity as well as modifiers if there are.

Click on the 'Add modifiers' button in the window.



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The following window appears and allows the users to select all the modifiers that were set earlier on.



In this case, if we select More Fries and Medium Well, the following will appear in the menu ordering.

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The screenshot displays the Octopus Food POS interface on an iPad. The top status bar shows 'iPad', signal strength, '6:57 PM', and '51%' battery. The main header is 'Sales Memo' with a 'Daily Sales' button. Below the header, there are fields for 'Customer', 'Guests' (set to 1), 'Table', 'Dine In', and 'Invoice No: 01S000027'. The left panel shows a 'Menu 01' folder and two product icons: 'Product 01' and 'Ribeye Steak'. The right panel shows a table of items:

QTY	Product	Unit Price	Net Total
1	Ribeye Steak	\$16.90	\$16.90
	PD0003		
1	More Fries	\$1.00	\$1.00
1	Medium Well	\$0.00	\$0.00
	Discount	\$0.00	
	Total		\$17.90

Below the table, a summary section shows: Subtotal \$17.90, Discounts \$0.00, Subtotal aft. Discount \$17.90, Service Charge (0.0%) \$0.00, and Tax(Excl-0.0%) \$0.00. The final **Total** is **\$17.90**. The bottom of the screen features a 'Menu 01' button and a row of icons for various POS functions.

The above shows how to create a modifier group, modifier items and to tag them to a specific group.