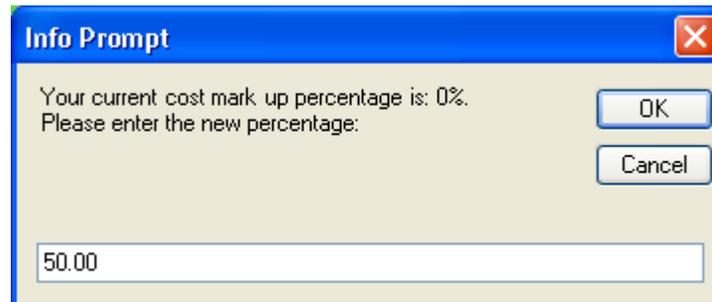
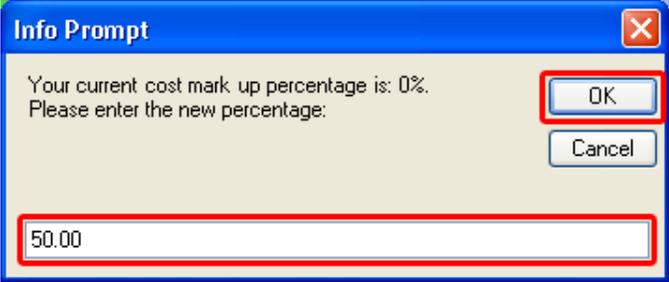

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Cost Markup

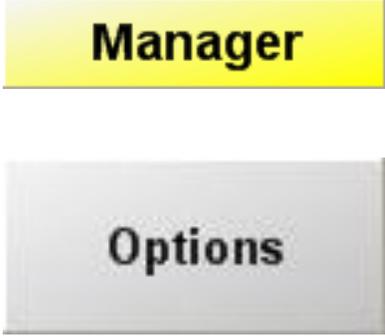
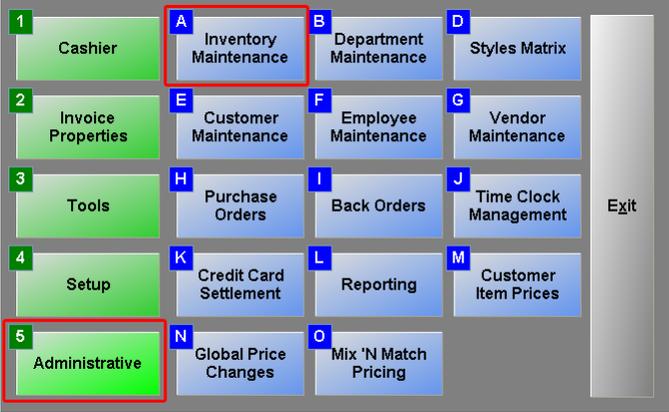
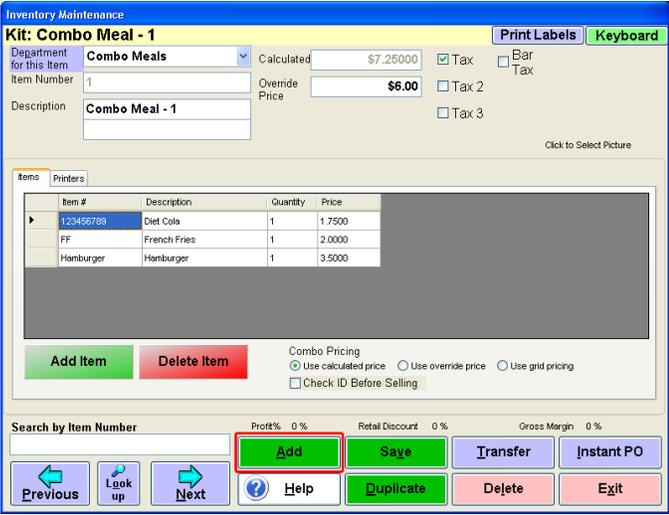


Cost markup can be a useful tool when adding new inventory items. It will automatically calculate the price you charge by multiplying the cost by the percentage you enter in the cost markup window.

Changing the Value for the Cost Markup Percentage

 <p>The image shows two buttons: a yellow 'Manager' button at the top and a grey 'Options' button below it.</p>	<ol style="list-style-type: none">1. Select Manager/Options. Enter your administrator password (default: admin) where applicable.
 <p>The image shows a grid of menu items. The 'Setup' item is highlighted with a red box. The 'Cost Markup' item is also highlighted with a red box. The grid includes: Cashier, Invoice Properties, Tools, Setup, Administrative, Cashier CDL, Discount Levels, Setup Screen, Touch Screen Configuration, Price Batches, Cost Markup, Display Setup, Online Ordering Setup, Friendly Printer Setup, Self Service Configuration, Customer Loyalty, General Invoice Notes, Tax Rates, Barcode Express, and Virtual Pole Configuration. An 'Exit' button is on the right.</p>	<ol style="list-style-type: none">2. Select Setup then Cost Markup.3. Enter your administrator password (default: admin).
 <p>The image shows an 'Info Prompt' dialog box. The text inside reads: 'Your current cost mark up percentage is: 0%. Please enter the new percentage:'. Below the text is a text input field containing '50.00'. There are 'OK' and 'Cancel' buttons. The 'OK' button and the input field are highlighted with red boxes.</p>	<ol style="list-style-type: none">4. Enter the percentage you would like to markup your inventory (i.e. 50.00).5. Select OK.

Adding New Inventory with Cost Markup Enabled

 <p>The image shows two buttons: a yellow 'Manager' button at the top and a grey 'Options' button below it.</p>	<ol style="list-style-type: none"> 1. Select Manager/Options. Enter your administrator password (default: admin) where applicable.
 <p>The image shows a grid of menu options. The 'Administrative' button is highlighted with a red box and labeled '5'. The 'Inventory Maintenance' button is highlighted with a red box and labeled 'A'. Other buttons include Cashier, Invoice Properties, Tools, Setup, Department Maintenance, Customer Maintenance, Purchase Orders, Credit Card Settlement, Global Price Changes, Employee Maintenance, Back Orders, Reporting, Mix 'N Match Pricing, Vendor Maintenance, Time Clock Management, Styles Matrix, and Customer Item Prices. An 'Exit' button is on the right.</p>	<ol style="list-style-type: none"> 2. Select Administrative then Inventory Maintenance.
 <p>The image shows the 'Inventory Maintenance' screen for 'Kit: Combo Meal - 1'. It includes fields for Department (Combo Meals), Item Number (1), Description (Combo Meal - 1), Calculated price (\$7.25000), and Override Price (\$6.00). There are checkboxes for Tax and Bar Tax. A table lists items: Diet Cola (1, 1.7500), French Fries (1, 2.0000), and Hamburger (1, 3.5000). At the bottom, there are buttons for 'Add Item', 'Delete Item', 'Add', 'Save', 'Transfer', 'Instant PO', 'Previous', 'Look up', 'Next', 'Help', 'Duplicate', 'Delete', and 'Exit'. The 'Add' button is highlighted with a red box.</p>	<ol style="list-style-type: none"> 3. Select Add.

Question Box

What type of item would you like to add?

Standard Item	Choice Item	Modifier Group
Coupon	Kit	

4. Select **Standard Item**.

Inventory Maintenance

Enter information for the item and touch 'Save' Pizza Setup Print Labels Keyboard

Department for this item: NONE Cost: \$0.00 Tax: Bar Tax:

Item Number: Price You Charge: \$0.00 Tax 2:

Description: Price with Tax: \$0.00 Tax 3:

In Stock: 0

Optional Info Pending Orders Properties Notes Modifiers Price Levels

Ordering Info Special Pricing Matrix Sales History Recipe Printers

Options Additional Info

Bonus Points: 0 # Barcodes: 0 Alternate SKUs: Tag Along Items:

Commission: % of Gross Profit: 0

Location:

Unit Size: 0 Unit Type:

Search by Item Number Profit%: 0% Retail Discount: 0% Gross Margin: 0%

Save Save Transfer Instant PO

Previous Look up Next Help Duplicate Delete Cancel

5. The required information for the item is on the top one-third of the screen:

- The **Department** this item will be inside of (ex: NONE).
- A unique **Item Number** (ex: Sweater01, or the barcode of the item).
- A **Description**, which will print on the receipts (ex: short sleeve v-neck).
- Your **Cost**, which is the price you pay.
- The **Price you charge** will automatically update after the cost is entered. Please see below for calculation method.
- An optional **# In Stock** value if you track stock levels.
- Various tax options if you charge tax for this item.

6. Select **Save**.

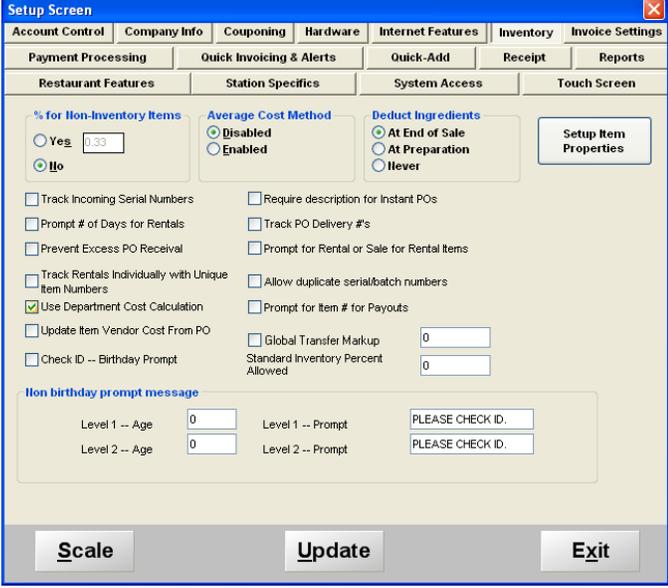
Calculation Method

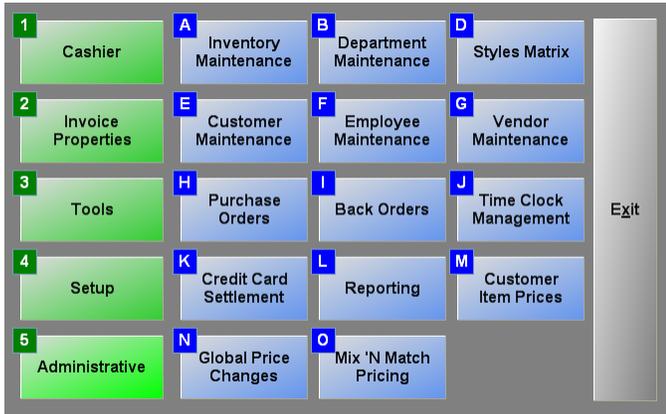
$$\text{Cost} \times \text{Cost Markup} = \text{Amount to Markup} + \text{Cost} = \text{Price You Charge}$$

$$\$10.00 \times 50\% (.50) = \$5.00 + \$10.00 = \$15.00$$

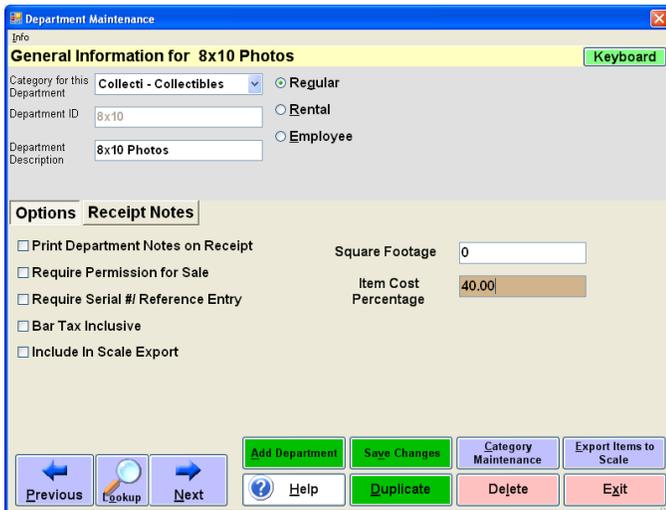
Using Department Cost Calculation:

Before we can use Department Cost Calculation we must first enable it

 <p>The image shows two buttons: a yellow 'Manager' button at the top and a grey 'Options' button below it.</p>	<ol style="list-style-type: none"> 1. Select Manager/Options. Enter your administrator password (default: admin) where applicable.
 <p>The image shows a grid of menu items for the 'Setup Screen'. The items are arranged in a 5x4 grid with an 'Exit' button on the right. The items are: <ul style="list-style-type: none"> Row 1: Cashier, Cashier CDL, Cost Markup, Customer Loyalty Row 2: Invoice Properties, Discount Levels, Display Setup, General Invoice Notes Row 3: Tools, Setup Screen, E-commerce Setup, Tax Rates Row 4: Setup, Touch Screen Configuration, Friendly Printer Setup, Barcode Express Row 5: Administrative, Price Batches, Self Service Configuration, Virtual Pole Configuration </p>	<ol style="list-style-type: none"> 2. Select Setup then Setup Screen.
 <p>The image shows a screenshot of the 'Setup Screen' window. The 'Inventory' tab is selected. Under the 'Inventory' section, the 'Use Department Cost Calculation' checkbox is checked. Other options include 'Average Cost Method' (set to 'Disabled') and 'Deduct Ingredients' (set to 'At End of Sale'). At the bottom, there are 'Scale', 'Update', and 'Exit' buttons.</p>	<ol style="list-style-type: none"> 3. Select the Inventory tab. 4. Enable (check) Use Department Cost Calculation. This option when checked, will calculate the price of items automatically using the Item Cost Percentage of the department (configured in Department Maintenance). 5. Select Update.



6. Select **Administrative** then **Department Maintenance**.



7. Enter the percentage you would like to markup your inventory in the selected department (i.e. 40.00) in the **Item Cost Percentage** field.

8. Select **Save Changes**.

9. Select **Exit**.

Note: When using Department Cost Calculation the percentage entered in the Cost Markup Window (Page 2 of this document) will be ignored.