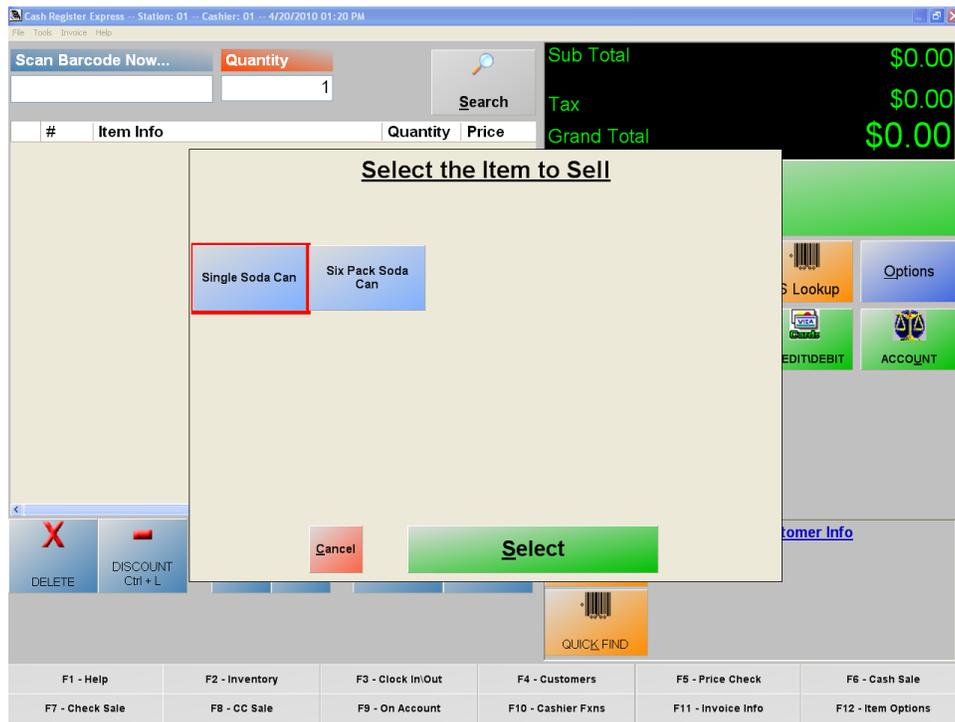


Linked Inventory



CRE/RPE can link inventory items that use the same barcode, for example if you sell a six-pack and single can of soda (that share the same barcode), you can prompt the cashier as to how it will be sold.

We will set this up by creating a single and then six pack and then a choice item to choose which you will be selling. When the six pack is sold it will deduct 6 units from the stock of the single cans.

Creating the Single Inventory Item

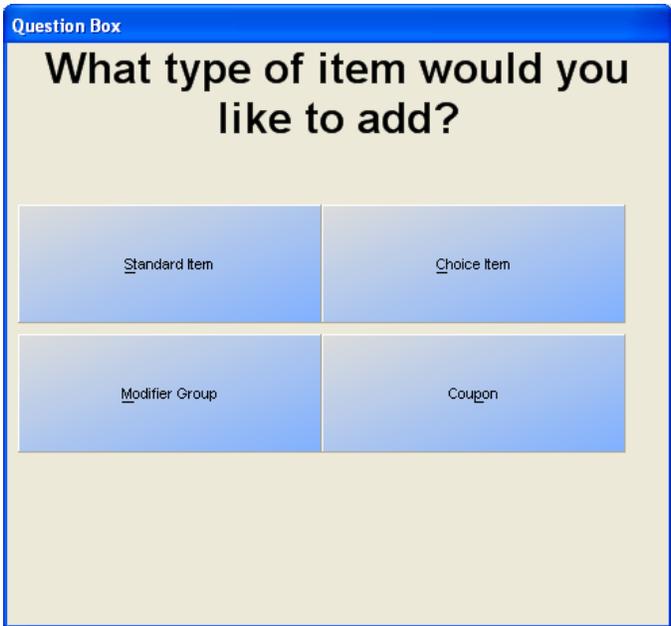
To create an inventory item, select **Manager** from the login screen, provide the requested credentials, and follow these steps.



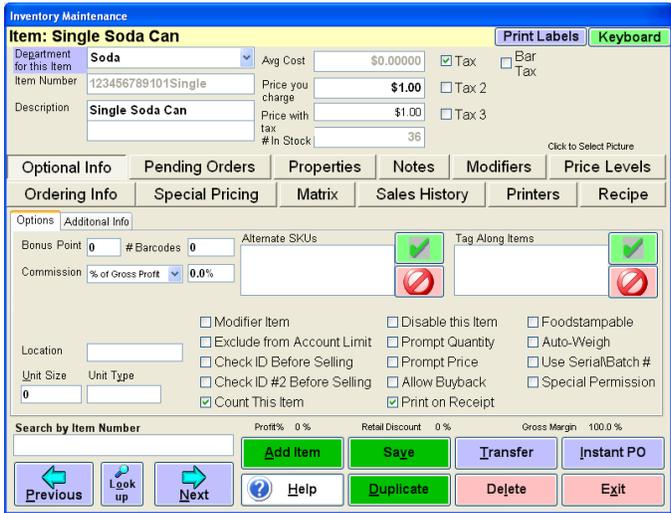
1. Select **Inventory Maintenance**.

A screenshot of the 'Inventory Maintenance' form. The title bar says 'Inventory Maintenance'. The main title is 'Item: BLACK TRUFFLE RISOTTO'. There are tabs for 'Pizza Setup', 'Print Labels', and 'Keyboard'. The form contains several sections: 'Department for this Item' (APPETIZERS SOUP SALA), 'Item Number' (APP1), 'Description' (BLACK TRUFFLE RISOTTO), 'Avg Cost' (\$4.00000), 'Price you charge' (\$10.00), 'Price with tax' (\$10.00), and '# In Stock' (0). There are checkboxes for 'Tax', 'Bar Tax', 'Tax 2', and 'Tax 3'. Below this are tabs for 'Optional Info', 'Pending Orders', 'Properties', 'Notes', 'Modifiers', and 'Price Levels'. Another set of tabs includes 'Ordering Info', 'Special Pricing', 'Matrix', 'Sales History', 'Printers', and 'Recipe'. The 'Options' section has fields for 'Bonus Point' (0), '# Barcodes' (0), 'Commission' (0.0%), and checkboxes for 'Alternate SKUs', 'Tag Along Items', 'Modifier Item', 'Exclude from Account Limit', 'Check ID Before Selling', 'Check ID #2 Before Selling', 'Count This Item', 'Disable this Item', 'Prompt Quantity', 'Allow Buyback', 'Print on Receipt', 'Foodstampable', 'Auto-Weigh', 'Use SerialBatch #', and 'Special Permission'. At the bottom, there are fields for 'Search by Item Number', 'Profit%' (150.0%), 'Retail Discount' (0%), and 'Gross Margin' (60.0%). A row of buttons includes 'Add Item' (highlighted in red), 'Save', 'Transfer', 'Instant PO', 'Previous', 'Look up', 'Next', 'Help', 'Duplicate', 'Delete', and 'Exit'.

2. Select **Add Item**.



3. Select **Standard Item**.



- 4. Select the **Department** this item will be inside of (ex: Soda).
- 5. Scan the barcode on the can and then enter Single after it (e.g.: **123456789101Single**).
- 6. Enter a **Description**, which will print on the receipts (e.g.: **Single Soda Can**).
- 7. Your **Cost**, which is the price you pay.
- 8. The **Price you charge** the customer.
- 9. Enter the **# In Stock** as a value (e.g. **36**, will be 6, 6packs).
- 10. Select the Tax that you would like to applied to this item when sold.



11. Select **Save**.

12. Decide whether or not to add another item and, if so, whether or not to start by duplicating the item that was just created.

Creating the Six-Pack Inventory Item

To create an inventory item, select **Manager** from the login screen, provide the requested credentials, and follow these steps.



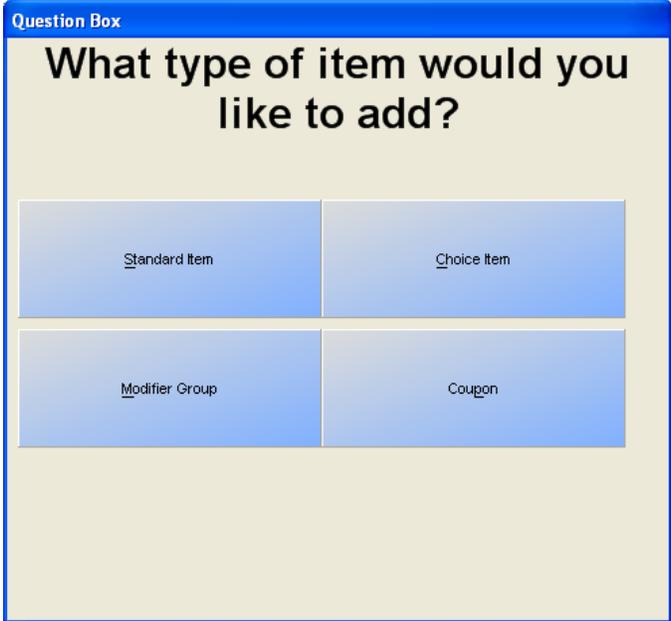
1. Select **Inventory Maintenance**.

A screenshot of the 'Inventory Maintenance' form. The title bar reads 'Inventory Maintenance'. The main title is 'Item: BLACK TRUFFLE RISOTTO'. There are tabs for 'Pizza Setup', 'Print Labels', and 'Keyboard'. The form contains several sections:

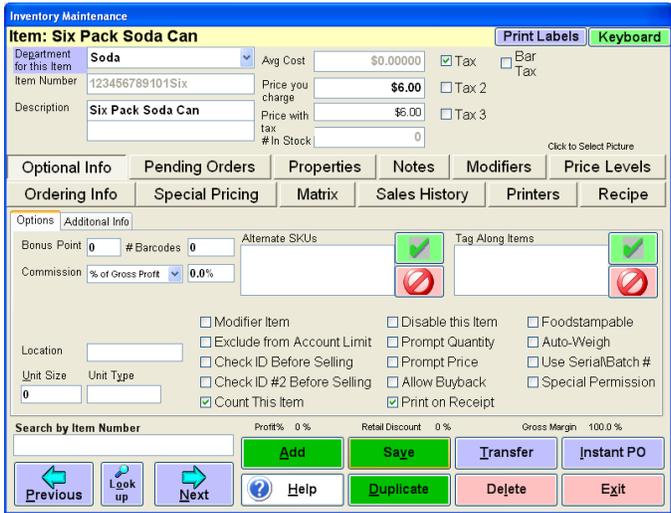
- Department for this Item:** APPETIZERS SOUP SALA
- Item Number:** APP1
- Description:** BLACK TRUFFLE RISOTTO
- Avg Cost:** \$4.00000
- Price you charge:** \$10.00
- Price with tax:** \$10.00
- # In Stock:** 0

 Below these are tabs for 'Optional Info', 'Pending Orders', 'Properties', 'Notes', 'Modifiers', and 'Price Levels'. Under 'Optional Info', there are fields for 'Bonus Point' (0), '# Barcodes' (0), 'Commission' (0.0%), and 'Tag Along Items'. There are also several checkboxes for item properties like 'Exclude from Account Limit', 'Prompt Quantity', 'Auto-Weigh', etc. At the bottom, there are buttons for 'Add Item', 'Save', 'Transfer', 'Instant PO', 'Previous', 'Look up', 'Next', 'Help', 'Duplicate', 'Delete', and 'Exit'. The 'Add Item' button is highlighted with a red border.

2. Select **Add Item**.



3. Select **Standard Item**.



- 4. Select the **Department** this item will be inside of (ex: Soda).
- 5. Scan the barcode on the can and then enter Six after it (e.g.: **123456789101Six**).
- 6. Enter a **Description**, which will print on the receipts (e.g.: **Six Pack Soda Can**).
- 7. The **Cost**, which is the price you pay.
- 8. The **Price you charge** the customer.
- 9. Select the Tax that you would like to applied to this item when sold.
- 10. Uncheck **Count This Item**.

Inventory Maintenance

Item: Six Pack Soda Can Print Labels Keyboard

Department for this Item: **Soda** Avg Cost: \$0.00000 Tax Bar Tax

Item Number: 123456789101Six Price you charge: **\$6.00** Tax 2

Description: **Six Pack Soda Can** Price with tax: \$6.00 Tax 3

In Stock: 6

Click to Select Picture

Optional Info | Pending Orders | Properties | Notes | Modifiers | Price Levels

Ordering Info | Special Pricing | Matrix | Sales History | Printers | Recipe

An item's ingredients will be deducted from stock when it's sold

ItemNum	Description	Quantity	Yield	Cost

Search by Item Number:

11. Select the **Recipe** tab.
12. Select **Add Ingredient**.

Search Inventory Keyboard

Item Number	Description	Price	Stock	Description 2	Vendor Part Num
123456789101Single	Single Soda Can	1.00	36		
123456789101Six	Six Pack Soda Can	6.00	6		

Category No Category Selected | **Department** No Department Select | **Vendor** No Vendor Selected

Item Number
 Description
 Vendor Part Num
 Style
 Search Main Fields

Enter Search Text:

13. Scan the barcode on the can to filter the inventory and then select the can (item number: **123456789101Single**).

Enter quantity

6

7	8	9
4	5	6
1	2	3
.	0	+/-

Clear
Cancel

OK

- 14. Enter the **Quantity** (e.g. 6).
- 15. Select **OK**.
- 16. Enter the **Yield Percentage** (e.g. 0).
- 17. Select **OK**.

You will see that the Recipe is now added to the Six Pack.

Save

- 18. Select **Save**.

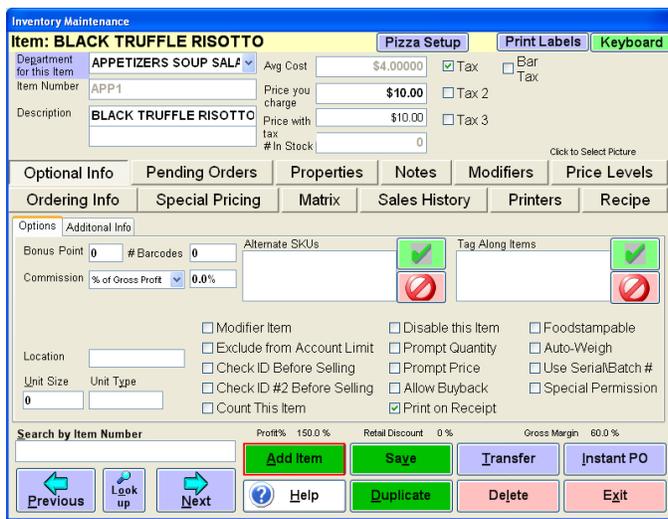
19. Decide whether or not to add another item and, if so, whether or not to start by duplicating the item that was just created.

Creating the Choice Item Inventory Item

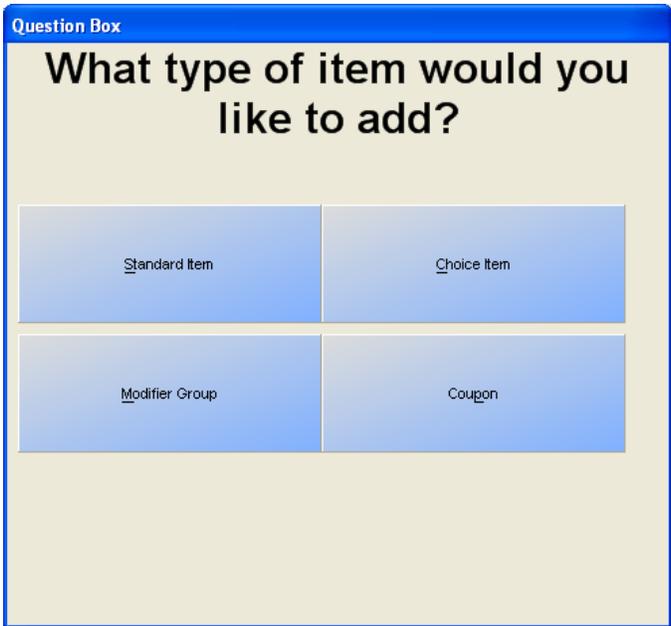
To create an inventory item, select **Manager** from the login screen, provide the requested credentials, and follow these steps.



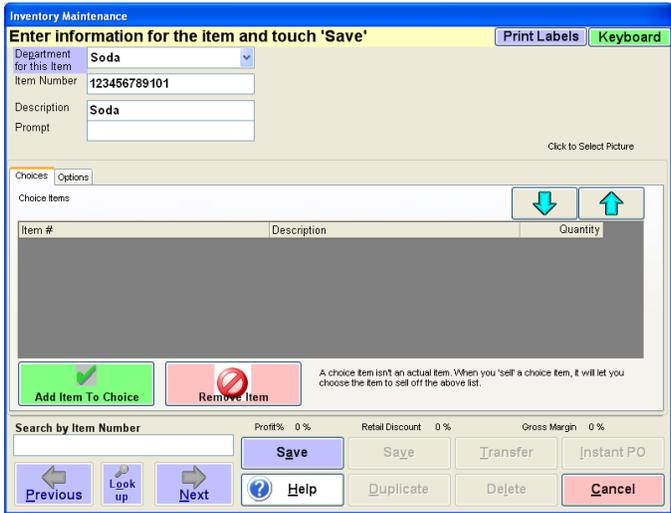
1. Select **Inventory Maintenance**.



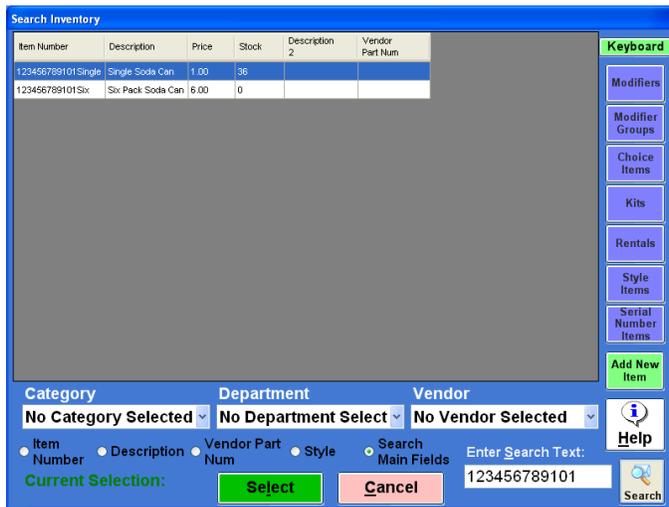
2. Select **Add Item**.



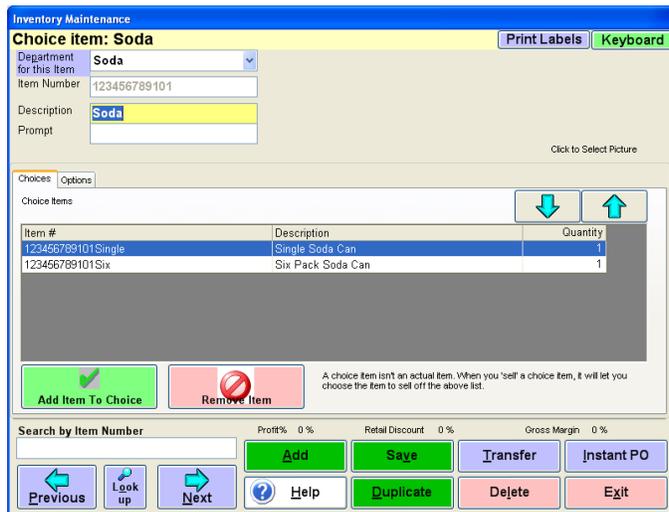
3. Select **Choice Item**.



- 4. Select the **Department** this item will be inside of (ex: Soda).
- 5. Scan the barcode on the can (e.g.: **123456789101**).
- 6. Enter a **Description**, which will print on the receipts (e.g.: **Soda**).
- 7. Select **Add Item To Choice**.



8. Scan the barcode on the can to filter the inventory and then select the can (item number: **123456789101Single**).
9. Select **Add Item To Choice**.
10. Scan the barcode on the can to filter the inventory and then select the six pack (item number: **123456789101Six**).



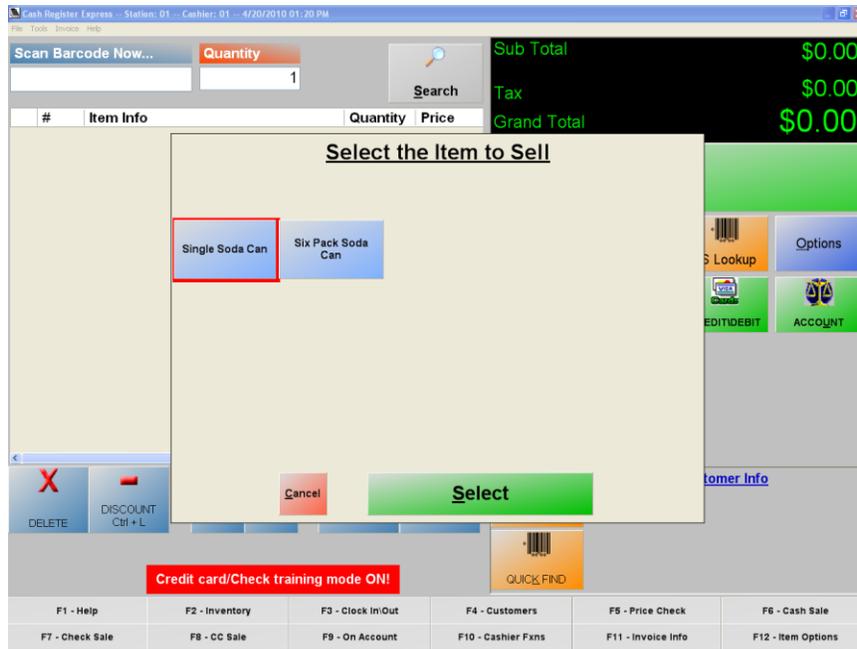
You will then see the can and six pack as part of the choice.



11. Select **Save**.

12. Decide whether or not to add another item and, if so, whether or not to start by duplicating the item that was just created.

Ring Up a Sale



1. After Logging into CRE scan the barcode on the can.
2. You will then be prompted to select either the can and six pack.

Note: When a Six Pack is sold 6 units will be deducted from the stock of the can.