

# How-To Guide Configuring Hospitality Products

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Author: Thilini Sayakkara

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# Introduction

The purpose of this guide is to provide a foundational understanding of the options and capabilities available when configuring Hospitality Products and Restaurant Courses.

## Overview

All activities required to define and configure a new Hospitality Product including Product Preparation Types, Restaurant Course, and Option Sets is provided here.

This guide will cover the configuration for the following:

- Product Preparation Types
- Restaurant Course
- Option Sets
  - Product Options
  - Product Preparation Options
  - Product Set Options
- Hospitality Products
- Hospitality Product Set Products
- Product List
- Product Preparation Type Mappings
- Fee Products

## Prior Training / Experience

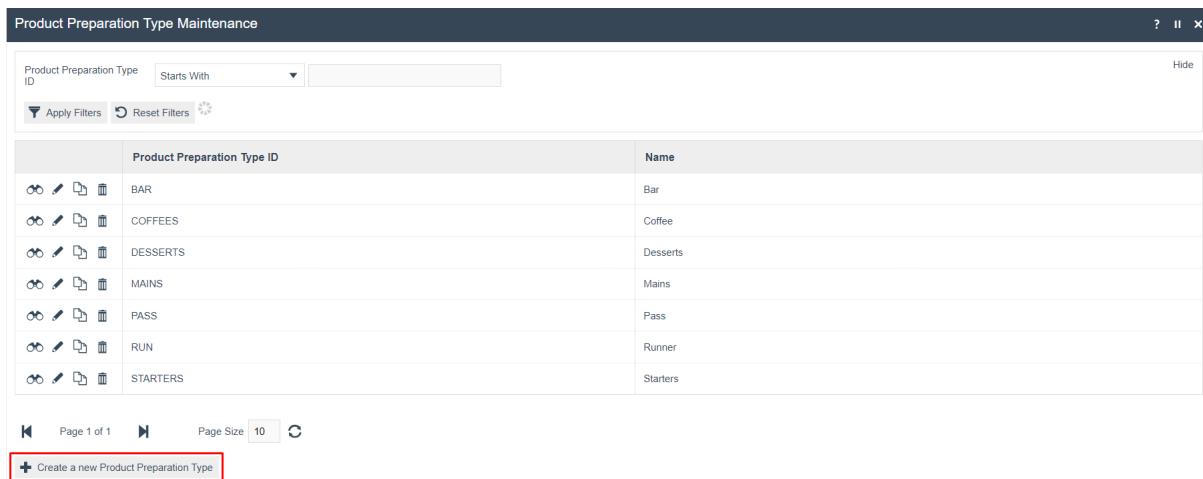
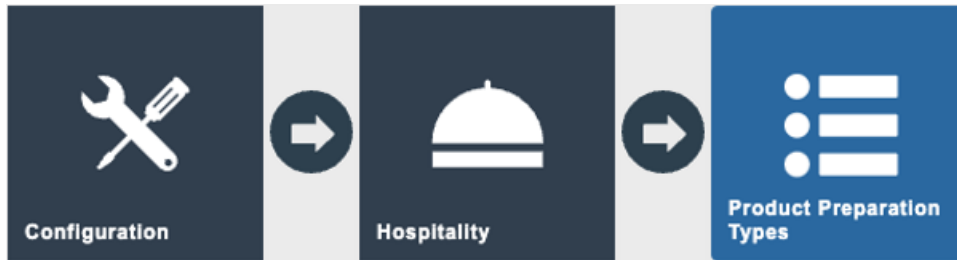
You should be familiar with the following:

- Estate Manager Configuration
- Data Broadcasting

# Product Preparation Types

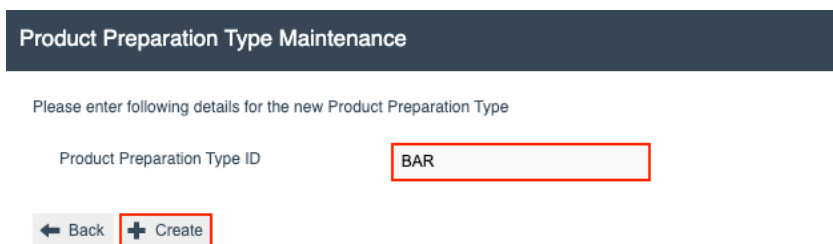
Product Preparation Types are used to categorise restaurant products by defining the type of preparation required for the product when ordered and submitted to a kitchen.

The Product Preparation Type maintenance application can be accessed through:  
**Configuration > Hospitality > Product Preparation Types**



To create a new product preparation type, select **Create a new Product Preparation Type**.

Enter a unique **Product Preparation Type ID**, this can be alphanumeric and contain a maximum of 20 characters.



Select **Create**.

\* The Product Preparation Type ID cannot be changed once it has been created. You will be presented with the following option to complete creating the Product Preparation Type:

## Product Preparation Type Maintenance

 Save  Cancel

You are editing Product Preparation Type ID 'BAR'

**General**

Name\*

\* Denotes Mandatory

Enter a **Name** - this is mandatory field and can contain up to 30 alphanumeric characters.

Press **Save** to complete.

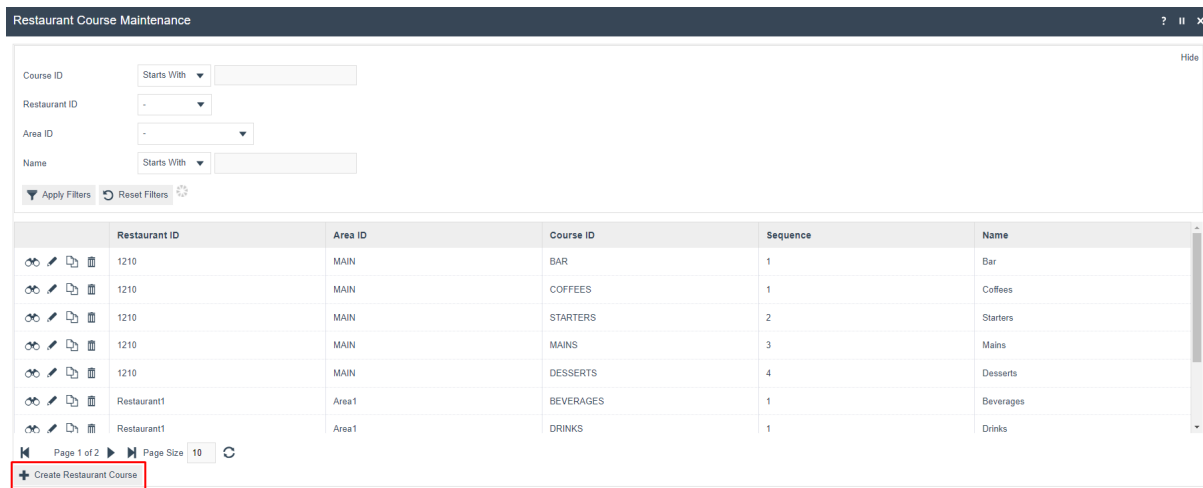
Repeat this step to create the rest of Product Preparation Types:

- COFFEES
- DESSERTS
- MAINS
- STARTERS

# Restaurant Course

New Courses can be created for Restaurant Locations and Areas that have already been configured. Restaurant Courses are configured with a sequence number to define the order courses are served in.

The Restaurant Courses Maintenance application can be accessed through:  
**Operations > Restaurant > Restaurant Courses**



To create a new Restaurant Course, select **Create Restaurant Course**.

Select the relevant location for the **Restaurant ID** field.

Select the relevant restaurant area for the **Area ID** field.

Enter a unique **Course ID**, this can be alphanumeric and contain a maximum of 20 characters.

**Restaurant Course Maintenance**

Please enter following details for the new Restaurant Course

Restaurant ID:

Area ID:

Course ID:

Select **Create**.

\*The Course ID cannot be changed once a Restaurant Course has been created.

## General Tab

**Restaurant Course Maintenance**

You are editing the course with Restaurant ID: 'REST1', Area ID: 'MAIN', Restaurant Course ID: 'STARTERS'

**General** Product Preparation Types

Sequence:

Name:

On order move to next status:

On order move to status:

On away move to next status:

On away move to status:

Force order per cover:

Warn On Over Order:

Expected Preparation Time (minutes):

Preparation Time Warning Threshold (minutes):

\*Table and Table Status Definitions are discussed in **How-To Guide Configuring Restaurant Tables and Table Status Definitions**.

Set the appropriate values as follows:

Configuration	Description
Sequence	Set the number in the sequence of courses the table will go through.
Name	Enter an alphanumeric value that can contain a maximum of 20 characters. This name will be displayed in screens and other configuration options.

On order move to next status	Select the checkbox to indicate that the tables status should move to the next table status in its sequence when an order is submitted.
On order move to status	Select from the dropdown list to define the table status to change to. This works in conjunction with <b>On order move to next status</b> and the table status definition <b>Allow Sequence Number Override</b> setting.
On away move to next status	Select the checkbox to indicate that the table status should move to the next table status in its sequence when an away message is submitted on the POS application.
On away move to status	Select from the dropdown list to define the table status to change to. This works in conjunction with <b>On away move to next status</b> and the table status definition <b>Allow Sequence Number Override</b> setting.
Force Order per cover	Select checkbox to prompt on the POS Application that for the given course, all covers (Diners) should have an order. This can be fulfilled with course fillers (No Course Orders)
Warn On Over Order	Select the checkbox to warn the POS Application operator if more items of this course have been ordered than the available diners on the table.
Expected Preparation Time (minutes)	Estimate of the preparation time to prepare the course (use in Kitchen Display screens).
Preparation Time Warning Threshold (minutes)	Warning threshold that triggers a colour change of the preparation time in the Kitchen Display.

Then select the Product Preparation Types tab.

## Product Preparation Types tab

Restaurant Course Maintenance

 Save  Cancel


You are editing the course with Restaurant ID: 'REST1', Area ID: 'MAIN', Restaurant Course ID: 'STARTERS'

General **Product Preparation Types**

Primary Product Preparation Type

Output Course Items

Output Away Messages

	Product Preparation Type
-	-
 Add	<input type="text"/>

Set the appropriate values as follows:



Configuration	Description
Primary Product Preparation Type	Select the primary product preparation type. This works in conjunction with the configuration in Product Preparation Peripheral Mapping to select the printers to print from.
Output Course Items	Enable to instruct the POS application to print ordered items in receipts.
Output Away Messages	Enable to instruct the POS application to print away messages in receipts.

Additional product preparation types can be assigned here, if needed.

Once configured, press **Save**.

Repeat this step to create the remaining Restaurant Courses:

### Bar

Tab	Configuration	Value
General	Sequence	1
General	Name	Bar
General	On order move to next status	Disabled
General	On order move to status	<empty>
General	On away move to next status	Disabled
General	On away move to status	<empty>
General	Force Order per cover	Disabled
General	Warn On Over Order	Disabled
General	Expected Preparation Time (minutes)	0
General	Preparation Time Warning Threshold (minutes)	0
Product Preparation Types	Primary Product Preparation Type	Bar
Product Preparation Types	Output Course Items	Enabled
Product Preparation Types	Output Away Messages	Enabled

### Mains

Tab	Configuration	Value
General	Sequence	3
General	Name	Mains
General	On order move to next status	Disabled
General	On order move to status	<empty>

General	On away move to next status	Enabled
General	On away move to status	Mains
General	Force Order per cover	Enabled
General	Warn On Over Order	Enabled
General	Expected Preparation Time (minutes)	20
General	Preparation Time Warning Threshold (minutes)	15
Product Preparation Types	Primary Product Preparation Type	Mains
Product Preparation Types	Output Course Items	Disabled
Product Preparation Types	Output Away Messages	Enabled

### Desserts

Tab	Configuration	Value
General	Sequence	4
General	Name	Desserts
General	On order move to next status	Enabled
General	On order move to status	Dessert
General	On away move to next status	Enabled
General	On away move to status	Dessert
General	Force Order per cover	Disabled
General	Warn On Over Order	Disabled
General	Expected Preparation Time (minutes)	10
General	Preparation Time Warning Threshold (minutes)	5
Product Preparation Types	Primary Product Preparation Type	Desserts
Product Preparation Types	Output Course Items	Disabled
Product Preparation Types	Output Away Messages	Enabled

### Coffees

Tab	Configuration	Value
General	Sequence	5

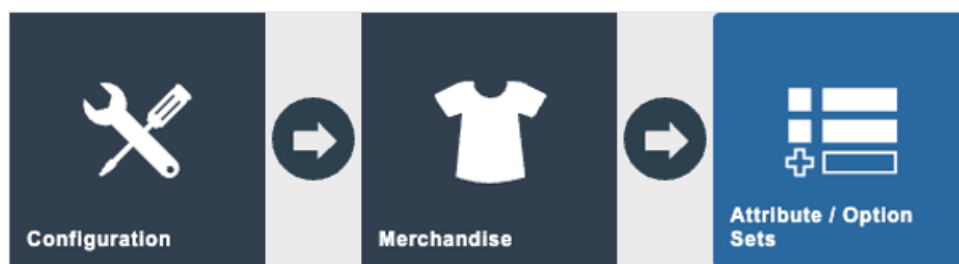
General	Name	Coffees
General	On order move to next status	Enabled
General	On order move to status	Coffees
General	On away move to next status	Enabled
General	On away move to status	Coffees
General	Force Order per cover	Disabled
General	Warn On Over Order	Disabled
General	Expected Preparation Time (minutes)	7
General	Preparation Time Warning Threshold (minutes)	5
Product Preparation Types	Primary Product Preparation Type	Coffees
Product Preparation Types	Output Course Items	Enabled
Product Preparation Types	Output Away Messages	Enabled

# Option Sets

Option Sets are used to create user-configurable data entry fields. The purpose and function of the option set is defined by the Option Set Type. In a restaurant, Product Options, Product Preparation Options and Product Set Options are examples of Option Set Types that can be used.

Single or multiple option sets can be added to a hospitality product. Once all desired Option Sets have been configured against the product, these will be displayed in the POS application as options to be selected when a product is being sold.

The Product Attribute / Option Set Maintenance application can be accessed through:  
**Configurations > Merchandise > Attribute / Option Sets**



Attribute / Option Set ID	Name	Type	Region
AGE_VERIFICATION	Age_Verification	Product Options	All
Chargeable	Chargeable	Product Options	UK
CURTAIN_ADDITIONAL_INFO	Curtain Additional Info	Product Options	UK
LADUREE_2Course	Laduree 2 Course	Product Options	UK
OS_HOT_BEVERAGES	OptionSet Hot Beverages	Product Options	USA

To create a new Option Set, select **Create a new Option Set**.

## Product Options

Enter a unique **Option Set ID**. The ID can be alphanumeric and contain a maximum of 40 characters.

Select **Product Options**, from the **Type** dropdown list.

Select the appropriate **Region** from the drop-down list.

## New Attribute / Option Set

Please enter the Attribute / Option Set ID, Type and Region:

Attribute / Option Set ID	<input type="text" value="Chargeable"/>
Type	<input type="text" value="Product Options"/>
Region	<input type="text" value="All Regions"/>

[← Back](#) [+ Create](#)

Select **Create**.

\* The Option Set ID cannot be changed once the Option Set has been created.

## Edit Attribute / Option Set

[Save](#) [Cancel](#)

You are editing Attribute / Option Set ID: 'Chargeable' of Type: 'Product Options', for the Region: 'All'

Name\*

Attribute / Option Set

Add...

- Add Group
- Add Boolean Option
- Add Choice Option
- Add Compound Option
- Add Date Option
- Add Percentage Option
- Add Product Option
- Add Text Option
- Add List Option
- Add Preparation Choice Option
- Add Numeric Option
- Add Product List**
- Add Capture Product Option

Enter an alphanumeric character value for the **Name**.



Select **Add**.

Select **Add Product List**.

## General Tab

### Edit Product List Option

 Save  Cancel

<b>General</b>	Restrictions	
ID*	1	<input type="text" value="Chargeable"/>
Name*	2	<input type="text" value="Chargeable"/>
Description	3	<input type="text"/>
Product List*	4	<input type="text" value="Chargeable"/>  
Mandatory	5	<input checked="" type="checkbox"/>
Auto Submit		<input type="checkbox"/>
Next Option Set		<input type="text" value="-"/>
Next Option		<input type="text"/>

\* Denotes Mandatory

Set the appropriate values as follows:

Configuration	Description
ID	Enter an alphanumeric value for the Product List Option ID. This will be displayed in screens and other configuration options.
Name	Enter an alphanumeric value. This will be displayed in screens and other configuration options.
Description	Enter an optional description for Product List Option. This will be displayed in screens and other configuration options.
Product List	Select the pre-defined Product List referenced by this option set from the dropdown list. Product Lists are described in a later section of this guide.
Mandatory	Select the checkbox to define that at least one option from the Product List must be selected when present to a user on the POS application.

\*To edit the chosen product list, select the arrow button which will navigate you to Product List Maintenance.

Select **Save** when completed.

## Edit Attribute / Option Set

 Save  Cancel

You are editing Attribute / Option Set ID: 'Chargeable' of Type: 'Product Options', for the Region: 'UK'

Name\*

 Attribute / Option Set  
└─ Chargeable

Then **Save** again.

## Product Preparation Options

A Product Preparation Options in Option Set is a text list of preparation options that can be applied to a product.

Enter a unique **Option Set ID**. The ID can be alphanumeric and contain a maximum of 40 characters.

Select **Product Preparation Options**, from the **Type** dropdown list.

Select the appropriate **Region** from the drop-down list.

## New Attribute / Option Set

Please enter the Attribute / Option Set ID, Type and Region:

Attribute / Option Set ID	<input type="text" value="Salad Options"/>
Type	<input data-bbox="523 1361 879 1413" type="text" value="Product Preparation Options"/>
Region	<input data-bbox="523 1435 683 1487" type="text" value="All Regions"/>

 Back  Create

Select **Create**.

\* The Option Set ID cannot be changed once the Option Set has been created.

You will be presented with the following options to complete creating the new option set:

**Edit Attribute / Option Set**

Save Cancel

You are editing Attribute / Option Set ID: 'Salad Options - not wanted' of Type: 'Product Preparation Options', for the Region: 'All'

Name\* Salad Options - not wanted

Attribute / Option Set

Add... Add Preparation Choice Option  
Add Product Option  
Add Product List

Enter an alphanumeric character value for the **Name**.

Select **Add**.

Select **Add Preparation Choice Option**.

**General tab**

**Edit Choice Option** x

Save Cancel

General Values Advanced

ID\* ServedWithout

Name\* Served without

Description

Title English (UK)

Subtitle English (UK)

Auto Submit

Mandatory

Allow Multi-Select

Next Option Set -

Next Option

\* Denotes Mandatory

Set the appropriate values on the **General** tab as follows:

Configuration	Description
ID	Enter an alphanumeric value for the Choice Option ID. This will be displayed in screens and other configuration options.



Name	Enter an alphanumeric value. This will be displayed in screens and other configuration options.
Description	Enter an optional description for the Choice Option. This will be displayed in screens and other configuration options.
Mandatory	Enable to define that at least one option must be selected.
Allow Multi-Select	Enable to allow multiple selection of the displayed options.

Then select the **Values** tab.

## Values tab

The values tab allows you to define the preparation options entries as string values.

Edit Choice Option

Save Cancel

General **Values** Advanced

	Value	Label	Image Url
↓	Tomato	No Tomato	
↑ ↓	Lettuce	No Lettuce	
↑ ↓	Sliced Peppers	No Sliced Peppers	
↑ ↓	Cucumber	No Cucumber	
↑	Beetroot	No Beetroot	
+	Onion <span style="color: red;">1</span> <small>Cannot be blank</small>	No Onion <span style="color: red;">2</span>	

To add a new choice option, enter an alphanumeric value in the **Value** field.

Enter an alphanumeric value in the **Label** field. This will be displayed on the POS application.

Select the **Add** button.

All Choice options added are listed here.

\*The order of the option items can be changed by using the directional arrow buttons.

Select **Save** when completed.

## Edit Attribute / Option Set

You are editing Attribute / Option Set ID: 'Salad Options' of Type: 'Product Preparation Options', for the Region: 'All'

Name\*

Attribute / Option Set

- Served without
  - No Tomato
  - No Lettuce
  - No Sliced Peppers
  - No Cucumber
  - No Beetroot

Then **Save** again.

## Product Set Options

Product Set Options are essentially Product List Options but are intended to only be selected by Hospitality Product Set Products (also known as Set Menus) – these are described later in the document.

Enter a unique **Option Set ID**. The ID can be alphanumeric and contain a maximum of 40 characters.

Select **Product Set Options**, from the **Type** dropdown list.

Select the appropriate **Region** from the drop-down list.

## New Attribute / Option Set

Please enter the Attribute / Option Set ID, Type and Region:

Attribute / Option Set ID

Type

Region

Select **Create**.

\* The Option Set ID cannot be changed once the Option Set has been created.

## Edit Attribute / Option Set

Save

Cancel

You are editing Attribute / Option Set ID: 'STARTERS' of Type: 'Product Set Options', for the Region: 'All'

Name\* STARTERS

Attribute / Option Set

Add... Add Product Option  
Add Product List  
Add Product Group

Enter an alphanumeric character value for the **Name**.

Select **Add**.

Select **Add Product List**, from the list displayed against the Add button.

## General tab

Edit Product List Option

Save Cancel

General Restrictions

ID\* 1 STARTERS

Name\* 2 STARTERS

Description 3

Product List\* 4 STARTERS →

Mandatory 5

Auto Submit

Next Option Set -

Next Option

\* Denotes Mandatory

Set the appropriate values as follows:

Configuration	Description
ID	Enter an alphanumeric value for the Product List Option ID. This will be displayed in screens and other configuration options.
Name	Enter an alphanumeric value. This will be displayed in screens and other configuration options.
Description	Enter an optional description for Product List Option. This will be displayed in screens and other configuration options.
Product List	Select the pre-defined Product List referenced by this option set from the dropdown list.

Mandatory	Select the checkbox to define that at least one option from the Product List must be selected when present to a user on the POS application.
-----------	--

\*To edit the chosen product list, select the arrow button to open the Product List Maintenance.

Select **Save** when completed.

Edit Attribute / Option Set

Save
Cancel

You are editing Attribute / Option Set ID: 'STARTERS' of Type: 'Product Set Options', for the Region: 'All'

Name\*

---

Attribute / Option Set

- STARTERS

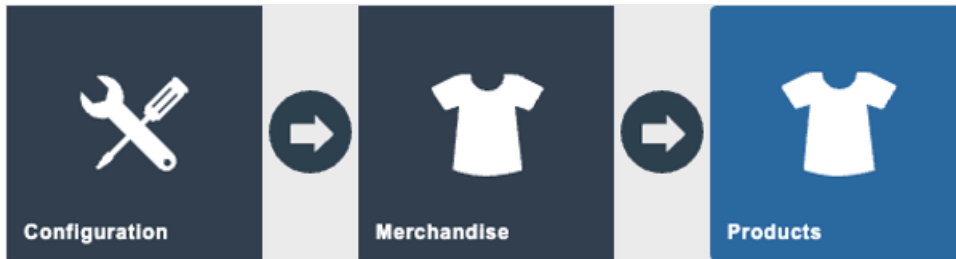
---

Then **Save** again.

# Hospitality Products

Enactor supports multiple hospitality product types such as Hospitality Product, Hospitality Option Product, Hospitality Product Set Product. Hospitality products are configured through the Product Maintenance application on the estate manager.

The Product Maintenance application can be accessed through:  
**Configurations > Merchandise > Products**



Product Maintenance

Product ID: Starts With [ ] Description: Starts With [ ] Hide

Product Type: - Product Group: -

Brand: - MM Group: -

Fascia: - Range: -

Supplier: - Supplier Product ID: Starts With [ ]

Selling Code: Starts With [ ]

Apply Filters Reset Filters

	Product ID	Product Description
	00003	APPLE MacBook Pro 13.3"
	0DQJOJ4	Tile Print Shorts
	0DQJOJ4-11	Tile Print Shorts
	0DQJOJ4-21	Tile Print Shorts

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**+** Create a new Product Export Products

To create a new Hospitality Product, select **Create a new Product**.

Select **Hospitality Product** from the Product Type drop-down.

No selection should be made for **Template**. The creation and use of Templates are covered in a separate How-to Guide. This document covers how to manually configure the mandatory and common settings relating to hospitality product maintenance.

Enter a unique **Product ID**, this can be alphanumeric and contain a maximum of 20 characters.

## Product Maintenance

You are adding a new product, please enter the ID:

Product Type	<input type="text" value="Hospitality Product"/>
Template	<input type="text" value="-"/>
Product ID	<input type="text" value="000000002"/>

Select **Create**.

\*The Product ID cannot be changed once the Product has been created.

## General tab

The General tab has all the basic information that captures the identity of the hospitality product.

### Product Maintenance

You are editing Hospitality Product 000000002 : 6 Loch Ryan Native Oysters.

<b>General</b>	Selling Options	Alternative	Tenders	Tax	Merchandise	Prices	Location	Supplier	Attributes	Product Media	Hospitality
<b>General</b>	Label	Information	Product Group	Product Sale Region	Selling Codes	Product Lists					
Product Description*	1 6 Loch Ryan Native Oysters		English (UK)		2						
Product Long Description	3		6 Loch Ryan Native Oysters Serve in a half shell		English (UK)		4				
Product Long Description URL					5						
Product Information URL					6						
Product External Reference											
Image (Preloaded)	-		Test Image		7						
Image URL			Test Image		8						
Fascia	-										
Sale Start Date											
Sale End Date											
Product Status	Discontinued		9								
Fiscal Product Reference											
Template					Change Template						

Set the appropriate values as follows:

Configuration	Description
---------------	-------------

Product Description	Enter a user-friendly, meaningful name for the Product that can be alphanumeric with a maximum of 30 characters. Select the locale in the second field from a dropdown list of all configured locales.
Product Long Description	Enter a long description of the Product, if necessary. This can be alphanumeric with a maximum of 30 characters. Select the locale in the second field from a dropdown list of all configured locales.
Product Long Description URL	Enter a URL pointer to an externally defined, usually HTML-formatted, description of the Product.
Product Information URL	Enter a URL pointer to an externally defined, usually HTML-formatted, set of information of the Product.
Image (Preloaded)	Select the ID of an image from the drop-down list to choose the product display image. Images are managed through Image Maintenance. (This is described in a separate how-to guide)
Image URL	Add a URL that points to an externally stored image.
Product Status	Select an appropriate status of the product from a drop-down list. <ul style="list-style-type: none"> <li>• <b>Live</b> – Indicates that the product is currently available.</li> <li>• <b>Discontinued</b> – Indicates that the product is unavailable.</li> <li>• <b>Suspended</b> – Indicates that the product is terminated.</li> </ul>

## Prices Tab

Select the **Prices** tab.

The screenshot shows the 'Product Maintenance' window for 'Hospitality Product 000000002 : 6 Loch Ryan Native Oysters'. The 'Prices' tab is highlighted in red. Below the tabs, a table lists defined prices with columns for Store, Price Group, Currency, Start Date, End Date, Price Type, Price Change Id, Price Change Type, Price Context, and Price. A '+ Add' button is also visible in the bottom left of the table area.

Select **Add**, and you will be navigated to **Product Price Maintenance** screen as shown below:

## Product Price Maintenance

Please enter following details for the new Product Price

Product ID	<input type="text" value="000000002"/>	1
Location	<input type="text" value="-"/>	2
Price Group	<input type="text" value="United Kingdom (All Regions)"/>	3
Currency	<input type="text" value="Pounds Sterling"/>	4
Start Date	<input type="text" value="13"/> <input type="text" value="December"/> <input type="text" value="202"/> <input type="text" value="..."/> <input type="text" value="00"/> <input type="text" value=":"/> <input type="text" value="00"/> <input type="text" value=":"/> <input type="text" value="00"/>	5
End Date	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Price Type	<input type="text" value="Retail Unit"/>	6
Price Context	<input type="text"/>	

Set the appropriate values on the **Product Price Maintenance** as follows:

Configuration	Description
Product ID	Product ID of the product that you wish to set the price for, this will be already populated if accessed through the prices tab in Product Maintenance.
Location	Select the appropriate location from the dropdown list. Do not select if a Price Group is already set.
Price Group	Select the appropriate price group from the dropdown list. Do not select if a Location is already set.
Currency	Select the applicable currency from the dropdown list.
Start Date	Defines the date from when the product price is applied. Defaults to the date of creation of the Product price entry.
End Date	Defines the end date of the product price application (if necessary). Defaults to indefinite.
Price Type	Select <b>Retail Unit</b> from the dropdown list.

\*Location and Price Group are mutually exclusive fields. You must choose either one of these options to proceed.

Select **Create**.

You will be presented with the following options to complete creating the new product price:



## Product Price Maintenance

[Save](#) [Cancel](#)

You are editing Product Price for Product '0000000002'

, Price Group 'United Kingdom'

, Currency 'Pounds Sterling'

, Start Date '13/12/23 00:00'

, and Price Type 'Retail Unit'

**General**

Price\*

Pricing Method

Price Change

Enter a positive numeric value for the product price and select **Save**. You will be taken back to the product maintenance prices tab where the configured product price will be visible with the options to edit or delete.

**Product Maintenance** ? || X

[Save](#) [Cancel](#)

You are editing Hospitality Product 0000000002 : 6 Loch Ryan Native Oysters.

General Selling Options Alternative Tenders Tax Merchandise **Prices** Location Supplier Attributes Product Media Hospitality

The following prices are defined for this product

	Store	Price Group	Currency	Start Date	End Date	Price Type	Price Change Id	Price Change Type	Price Context	Price
<input type="button" value="edit"/> <input type="button" value="delete"/>		United Kingdom	Pounds Sterling	13/12/23 00:00		Retail Unit				£12.00
<input type="button" value="+ Add"/>										

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Select the **Hospitality** tab.

## Hospitality tab

### Product Maintenance

Save Cancel

You are editing Hospitality Product 0000000002 : 6 Loch Ryan Native Oysters.

General	Selling Options	Alternative	Tenders	Tax	Merchandise	Prices	Location	Supplier	Attributes	Product Media	Hospitality
Product Preparation Type		Mains									
Default Course		MAINS									
Is Side Dish?		<input type="checkbox"/>									
Calories Per Portion (kcal)		0									
Number of Portions		0									
Expected Preparation Time (minutes)		0									
Preparation Time Warning Threshold (minutes)		0									
											Allergen
											-
											-
											+ Add

Set the appropriate values as follows:

Configuration	Description
Product Preparation Type	Select a Product Preparation Type from the drop-down. This is used to associate the product with a preparation type (e.g. whether the product should be served as a starter, main, or dessert etc.)
Default Course	Select a course from the drop-down list to associate this product with. This is used to set the table status when the relevant course is sent away.
Is Side Dish?	(Optional) Select the checkbox to indicate that the product is served as a side dish. This is generally only relevant to applications that analyse transaction.xml files.

\*Allergens can also be added here – these are described in the **How to configure Allergens** guide.

Press **Save** to complete.

# Hospitality Product Set Products

A Hospitality Product Set Product can be created if a restaurant wishes to offer a Set Menu. This allows regular hospitality products to be assigned to a set menu with a zero price on individual items that are served. The price of the set menu is defined against the Hospitality Product Set Product.

Set menus can be configured using Product Set Options, as context pricing is enabled for set menu functionality for instances when products with surcharges are included in set menus. The price of the individual products is ignored but the surcharge is defined as a context price against the item and it is added to the price of the set menu. It is also possible to define a single product to have different context prices against different set menu options.

This guide will provide the configuration needed to create a Set Menu with three courses.

Create three Product Set Options named STARTERS, MAINS, DESSERTS as described earlier in this document.

Attribute / Option Set Maintenance

Attribute / Option Set ID: Starts With [ ]

Name: Starts With [ ]

Type: **Product Set Options**

Region: -

Apply Filters Reset Filters

Attribute / Option Set ID	Name	Type	Region
DESSERTS	DESSERTS	Product Set Options	QA KB
MAINS	MAINS	Product Set Options	QA KB
<b>STARTERS</b>	STARTERS	Product Set Options	QA KB

Page 1 of 1 Page Size 10

+ Create a new Option Set

To create a new Hospitality Product Set Product, on the Product Maintenance page select **Create a new Product**.

Product Maintenance

Product ID: Starts With [ ]

Product Type: **Hospitality Product**

Brand: -

Fascia: -

Supplier: -

Selling Code: Starts With [ ]

Description: Starts With [ ]

Product Group: -

MM Group: -

Range: -

Supplier Product ID: Starts With [ ]

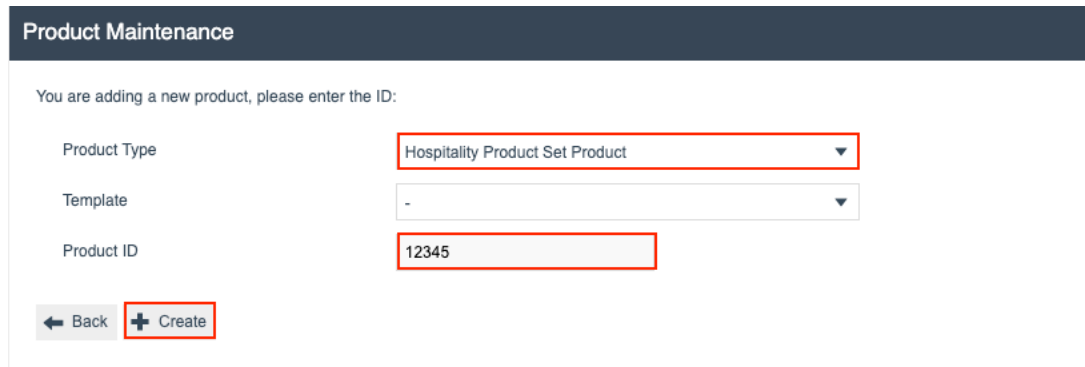
Apply Filters Reset Filters

Product ID	Product Description
000000002	6 Loch Ryan Native Oysters
000000003	6 No2 Loch Ryan Native Oysters
000000004	Langoustine & Shrimp Cocktail

Page 1 of 790 Page Size 10

**+ Create a new Product** Export Products

Select **Hospitality Product Set Product** from the Product Type drop-down.  
Enter a unique **Product ID**, this can be alphanumeric and contain a maximum of 20 characters.

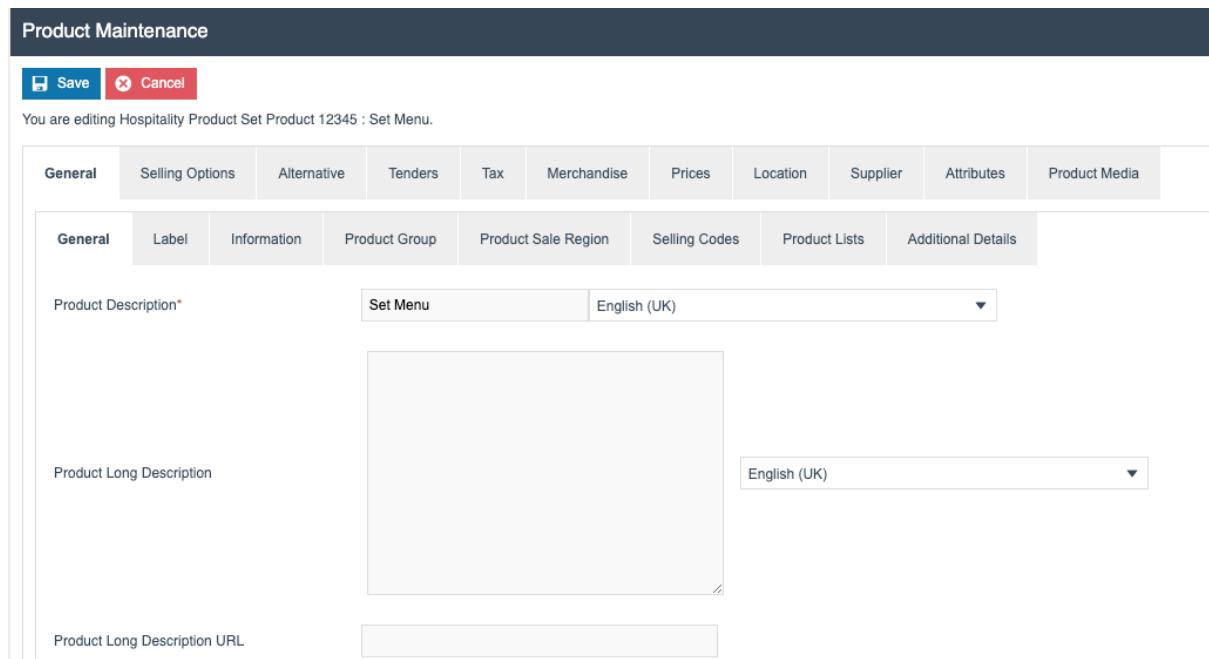


The screenshot shows the 'Product Maintenance' header. Below it, a message states: 'You are adding a new product, please enter the ID:'. There are three input fields: 'Product Type' with a dropdown menu showing 'Hospitality Product Set Product', 'Template' with a dropdown menu showing '-', and 'Product ID' with a text box containing '12345'. At the bottom, there are two buttons: 'Back' with a left arrow and 'Create' with a plus sign.

Select **Create**.

\*The Product ID cannot be changed once the Product has been created.

## General tab



The screenshot shows the 'Product Maintenance' header. Below it, there are 'Save' and 'Cancel' buttons. A message states: 'You are editing Hospitality Product Set Product 12345 : Set Menu.'. There are two rows of tabs. The first row includes 'General', 'Selling Options', 'Alternative', 'Tenders', 'Tax', 'Merchandise', 'Prices', 'Location', 'Supplier', 'Attributes', and 'Product Media'. The second row includes 'General', 'Label', 'Information', 'Product Group', 'Product Sale Region', 'Selling Codes', 'Product Lists', and 'Additional Details'. The 'General' tab is selected. Below the tabs, there are three input fields: 'Product Description\*' with a dropdown menu showing 'Set Menu' and 'English (UK)', 'Product Long Description' with a large text area and a dropdown menu showing 'English (UK)', and 'Product Long Description URL' with a text box.

Enter a user-friendly, meaningful name for the Set Menu that can be alphanumeric with a maximum of 30 characters.

Press the **Selling Options** tab and then **Option Sets**.

## Option Sets tab












Product Maintenance

Save Cancel

You are editing Hospitality Product Set Product 12345 : Set Menu.

General **Selling Options** Alternative Tenders Tax Merchandise Prices Location Supplier Attributes Product Media

General Prompts Restrictions Selling Options **Option Sets** Option Prices Option Details Allowed Product Types

	Set	Type	Option	Mandatory
  	1	Option Set	STARTERS	<input type="checkbox"/>
   	2	Option Set	MAINS	<input type="checkbox"/>
  	3	Option Set	DESSERTS	<input type="checkbox"/>
 Add			<input type="text"/>	

Select the desired Option Set for this Set Menu from the drop-down list (in this case STARTERS, MAINS, DESSERTS).

Then press **Add**.

Select the **Option Prices** tab.

## Option Prices tab

Product Maintenance








Save Cancel

You are editing Hospitality Product Set Product 12345 : Set Menu.

General **Selling Options** Alternative Tenders Tax Merchandise Prices Location Supplier Attributes Product Media

General Prompts Restrictions Selling Options Option Sets **Option Prices** Option Details Allowed Product Types

The following is the list of all products in Option Sets of this product. Products that have prices with the Price Context set to the product id of this product are shown with their price details. Products with no price set in this context default to a zero price.

	Option	Option ID	Product ID	Product Description	Store	Price Group	Currency	Start Date	End Date	Price Type	Price Change Id	Price
 Add	STARTERS	STARTERS	0000000004	Langoustine & Shrimp Cocktail								Default (zero)
 Add	STARTERS	STARTERS	0000000005	Dressed Crab								Default (zero)
 Add	STARTERS	STARTERS	0000000006	Lobster Ceviche								Default (zero)
 Add	STARTERS	STARTERS	0000000007	Lobster Bisque								Default (zero)
 Add	STARTERS	STARTERS	0000000008	Salt & Pepper Squid								Default (zero)
 Add	STARTERS	STARTERS	0000000009	Belvelly Smoked Salmon								Default (zero)
 Add	STARTERS	STARTERS	0000000010	Small Bouillabaisse								Default (zero)

Page 1 of 3 7

To add a context price to a specific product, select the **Add** button against each product and you will be navigated to the **Product Price Maintenance** where you can add the surcharge applicable on the selected product.

## Product Price Maintenance

Please enter following details for the new Product Price

Product ID	<input type="text" value="000000005"/>
Location	<input type="text" value="-"/>
Price Group	<input type="text" value="United Kingdom (All Regions)"/>
Currency	<input type="text" value="Pounds Sterling"/>
Start Date	<input type="text" value="04"/> <input type="text" value="October"/> <input type="text" value="202"/> <input type="text" value="..."/> <input type="text" value="00"/> <input type="text" value=":"/> <input type="text" value="00"/> <input type="text" value=":"/> <input type="text" value="00"/>
End Date	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value="..."/> <input type="text" value=""/> <input type="text" value=":"/> <input type="text" value=""/> <input type="text" value=":"/> <input type="text" value=""/>
Price Type	<input type="text" value="Product Option"/>
Price Context	<input type="text" value="12345"/>

\*Note the Price Context is already populated as this references the Set Menu.

Press **Create**, provide a **Price**.

## Product Price Maintenance

You are editing Product Price for Product '000000005'  
, Price Group 'United Kingdom'  
, Currency 'Pounds Sterling'  
, Start Date '04/10/2024, 00:00'  
, and Price Type 'Product Option'  
, and Price Context '12345'

### General

Price*	<input type="text" value="10"/>
Price Change	<input type="text" value=""/> <input type="button" value="Q"/>
Equivalent Price Measure System	<input type="text" value="-"/>

Press **Save** to confirm.

**Product Maintenance**

Save Cancel

You are editing Hospitality Product Set Product 12345 : Set Menu.

General Selling Options Alternative Tenders Tax Merchandise Prices Location Supplier Attributes Product Media

General Prompts Restrictions Selling Options Option Sets **Option Prices** Option Details Allowed Product Types

The following is the list of all products in Option Sets of this product. Products that have prices with the Price Context set to the product id of this product are shown with their price details. Products with no price set in this context default to a zero price.

	Option	Option ID	Product ID	Product Description	Store	Price Group	Currency	Start Date	End Date	Price Type	Price Change Id	Price
+ Add	STARTERS	STARTERS	0000000004	Langoustine & Shrimp Cocktail								Default (zero)
	STARTERS	STARTERS	0000000005	Dressed Crab		United Kingdom	Pounds Sterling	04/10/2024, 00:00		Product Option		£10.00
+ Add	STARTERS	STARTERS	0000000006	Lobster Ceviche								Default (zero)
+ Add	STARTERS	STARTERS	0000000007	Lobster Roll								Default (zero)

The context price will be set against the Hospitality Product Set Product ID and will be added to the total cost of the Set Menu (as a surcharge/context price) if the product is ordered.

Select the **Prices** tab and provide a price for the Set Menu.

**Product Maintenance**

Save Cancel

You are editing Hospitality Product Set Product 12345 : Set Menu.

General Selling Options Alternative Tenders Tax Merchandise **Prices** Location Supplier Attributes Product Media

The following prices are defined for this product

	Store	Price Group	Currency	Start Date	End Date	Price Type	Price Change Id	Price Change Type	Price Context	Price
		United Kingdom	Pounds Sterling	04/10/2024, 00:00		Retail Unit				£15.00
+ Add										

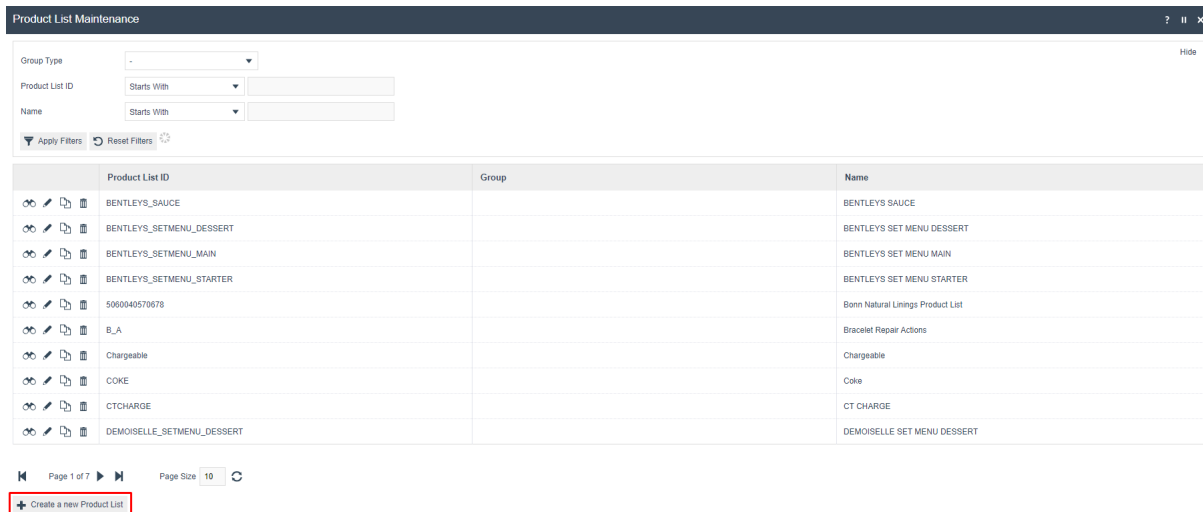
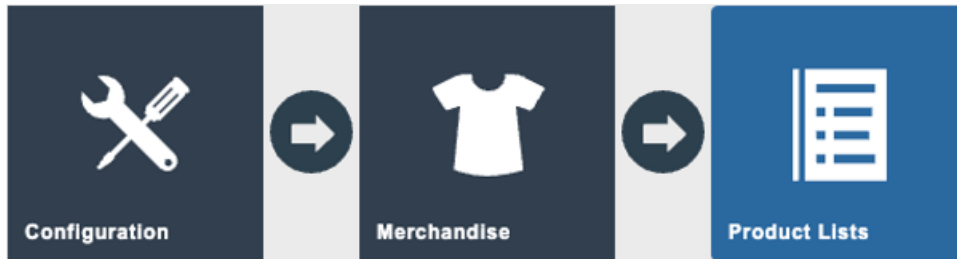
Page 1 of 1 10

Press **Save** to complete.

# Product List

A Product List is a collection of products referenced by an ID and a specific Region. Each product ID in the collection (list) is also associated with predefined Product Attributes. (Also referred to as option sets) Hospitality makes use of product list for option set configuration.

The Product List Maintenance application can be accessed through:  
**Configurations > Merchandise > Product Lists**



To create a new Product List, select **Create a new Product List**.

Enter a unique **Product List ID**, this can be alphanumeric and contain a maximum of 50 characters.

Select the Group type **Region**, from the **Group Type** drop-down.

Select a region that is applicable for the restaurant from the **Group** drop-down. (Can opt to select **All Regions**).



## Product List Maintenance

Please enter following details for the new Product List

Product List ID	<input type="text" value="Chargeable"/>
Group Type	<input type="text" value="Region"/>
Group	<input type="text" value="All Regions"/>

[← Back](#) [+ Create](#)

Select **Create**.

\*The Product List ID cannot be changed once the Product List has been created.

## General tab

Product List Maintenance ? || ×

[Save](#) [Cancel](#)

You are editing Product List ID: 'Chargeable' for Region 'All Regions'

**General** [Items](#)

Name\*

\* Denotes Mandatory

Set the appropriate values as follows:

Configuration	Description
Name	Enter your product list name in this field which can be alphanumeric and contain a maximum of 40 characters. This name will be displayed in various screens and other configuration options. The name is locale dependent - select the appropriate Locale from the drop-down list.

Select the **Items** tab.

## Items tab

The Items tab allows you to specify any number of products you wish the product list to contain.

Product List Maintenance ? || ×

[Save](#) [Cancel](#)

You are editing Product List ID: 'Chargeable' for Region 'All Regions'

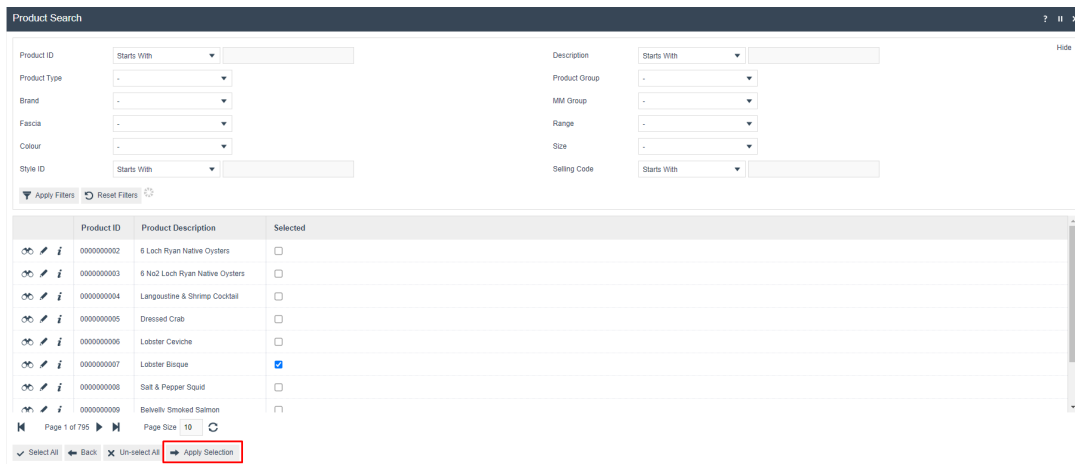
General **Items**

Product List Items

Button Position	Product ID	Product Description	Button Description	Button Image URL	Quantity
-	-	-	-	-	-
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

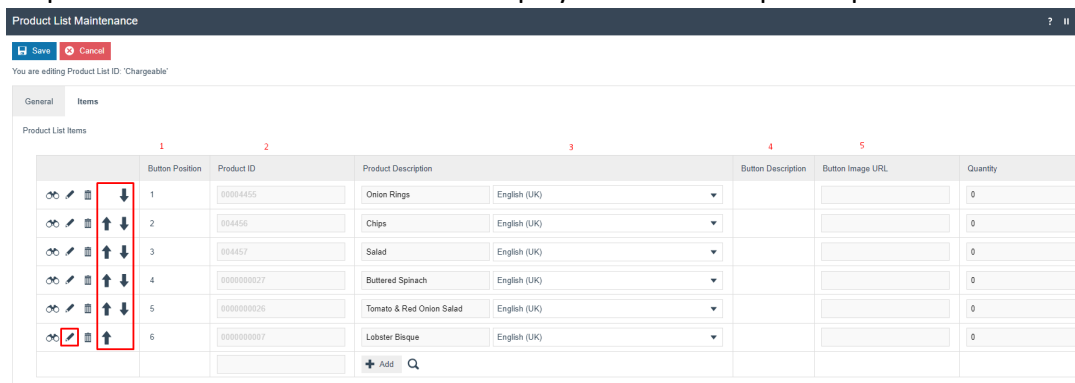
[+ Add](#)

To add a new product, enter the Product ID in the space and Select **Add**.  
Or select the search icon and you will be navigated to a product search screen as shown below:



Tick the checkboxes of products that you wish to add to the Product list and select **Apply Selection**.

All products added to the list will be displayed under the specific product list:



Field	Example Value	Description
Button Position	1, 2, 3	A read-only value, which indicates the position of the button on the POS.
Product ID	00004455	A read-only value, which indicates the product ID(s) of product added to the list.
Product Description	Onion Rings	Alphanumeric; maximum 40 characters description to be displayed on POS button. The original values obtained from product configuration can be edited as required. Select the Locale from the dropdown list as required.
Button Image URL	image://PRODUCT/hildonstill33.png	A read-only value, which indicates the URL that identifies the image to be displayed on POS button.

\*You can edit the order of the Product List items using directional arrow buttons. Select the edit icon to navigate directly to product maintenance, which will enable you to edit product details.

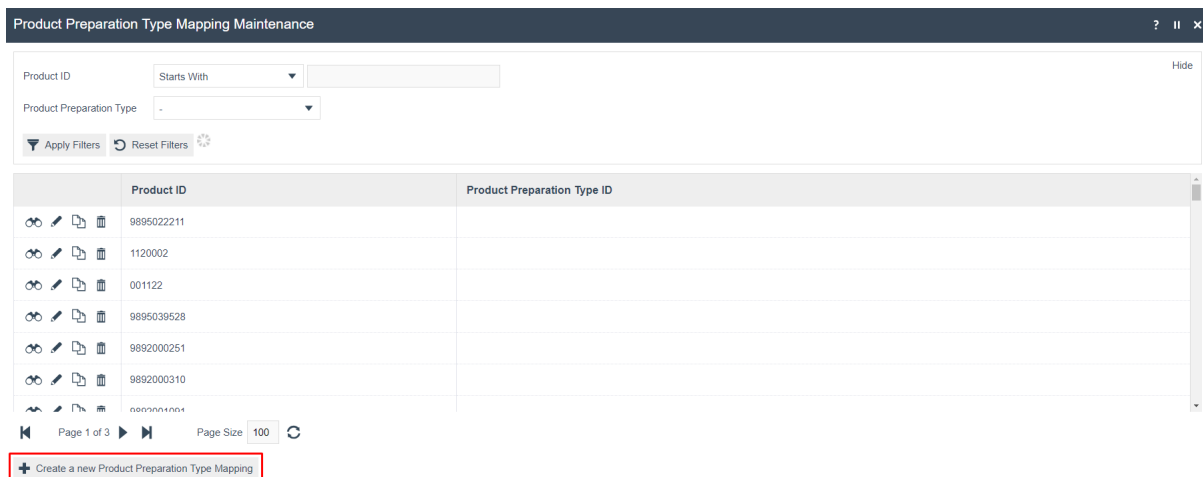
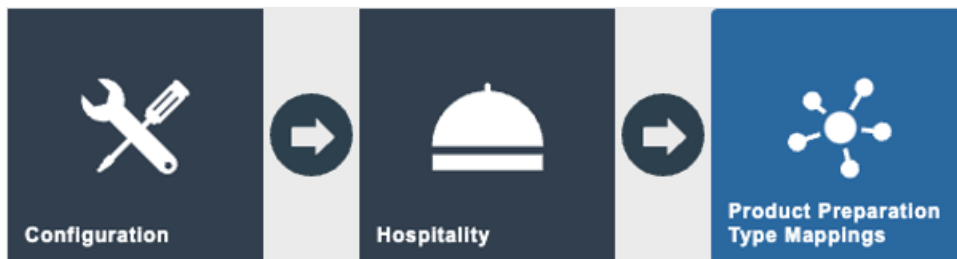
Press **Save** to complete.

# Product Preparation Type Mappings

Product Preparation Type Mappings are used to associate Products with a preparation type (e.g. 'Chocolate brownies' to Desserts, 'Gin & Tonic' to 'Drinks' etc.).

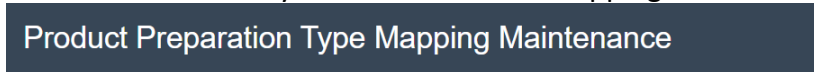
This can be done when configuring new products in Products Maintenance (described in a separate how-to guide) or through the Product Preparation Type Mappings Maintenance application.

The Product Preparation Type Mapping Maintenance application can be accessed through: **Configuration > Hospitality > Product Preparation Type Mappings**



To create a new product preparation type mapping, select **Create a new Product Preparation Type Mapping**.

Enter the Product ID you wish to create a mapping for.



Please enter details for the new Product Preparation Type Mapping

Product ID

[← Back](#) [+ Create](#)

Select **Create**.

## Product Preparation Type Mapping Maintenance

 Save  Cancel

You are editing the Product Preparation Type Mapping for Product ID '0000056864'

**General**

Preparation Type\*

\* Denotes Mandatory

Select the appropriate Preparation Type from the dropdown list.

Press **Save** to complete.

\*You can view, edit, copy, or delete Product Preparation Type Mapping associated with any product through the Product Preparation Type Mapping Maintenance application.

# Fee Products

This option is used to define products with an applicable service charge. This will usually be a Fee Product with a percentage configured as its product price. To create a new Fee Product, go to the Product Maintenance page and select **Create a new Product**.

The screenshot shows the 'Product Maintenance' interface. At the top, there are search filters for 'Product ID' and 'Description', both with 'Starts With' dropdowns and input fields. Below these are dropdown menus for 'Product Type', 'Brand', 'Fascia', 'Supplier', 'Selling Code', 'Product Group', 'MM Group', 'Range', and 'Supplier Product ID'. There are 'Apply Filters' and 'Reset Filters' buttons. Below the filters is a table with the following data:

	Product ID	Product Description
	0000000002	6 Loch Ryan Native Oysters
	0000000003	6 No2 Loch Ryan Native Oysters
	0000000004	Langoustine & Shrimp Cocktail

At the bottom, there is a pagination control showing 'Page 1 of 2664' and 'Page Size 3'. A red box highlights the '+ Create a new Product' button.

Select **Fee Product** from the Product Type drop-down.

Enter a unique **Product ID** that can be alphanumeric and contain a maximum of 20 characters.

The screenshot shows the 'Product Maintenance' form for creating a new product. The text 'You are adding a new product, please enter the ID:' is displayed. There are three input fields with red boxes around them:

- 'Product Type' dropdown menu with 'Fee Product' selected.
- 'Template' dropdown menu with '-' selected.
- 'Product ID' text input field with 'SERVICE\_CHARGE' entered.

At the bottom, there are 'Back' and 'Create' buttons.

Select **Create**.

\* The Product ID cannot be changed once the Product has been created.

## General tab

The screenshot shows the 'Product Maintenance' interface. At the top, there are 'Save' and 'Cancel' buttons. Below them, it says 'You are editing Fee Product SERVICE\_CHARGE : Service Charge.' The main area has several tabs: 'General', 'Selling Options', 'Alternative', 'Tenders', 'Tax', 'Prices', 'Attributes', and 'Product Media'. The 'General' tab is selected. Underneath, there are sub-tabs: 'General', 'Label', 'Information', 'Product Group', 'Product Sale Region', 'Selling Codes', 'Product Lists', and 'Additional Details'. The 'General' sub-tab is active. It contains a 'Product Description\*' field with the text 'Service Charge' and a dropdown menu for 'English (UK)'. There is also a large empty text area below the dropdown.

Enter a user-friendly, meaningful name for the Service Fee Product that can be alphanumeric with a maximum of 30 characters.

Select the locale in the second field from a dropdown list of all configured locales.

Select the **Prices** tab.

## Prices tab

A fee product can either be configured with a fixed price or with a percentage.

The screenshot shows the 'Product Maintenance' interface with the 'Prices' tab selected. It says 'You are editing Fee Product SERVICE\_CHARGE : Service Charge @ 12%.' The 'Prices' tab is highlighted with a red box. Below the tabs, it says 'The following prices are defined for this product'. There is a table with columns: Store, Price Group, Currency, Start Date, End Date, Price Type, Price Change Id, Price Change Type, Price Context, Price, and Percentage. The table is currently empty. A red box highlights a '+ Add' button in the bottom left corner of the table area.

Select the **Add** button and you will be navigated to the **Product Price Maintenance**.

Set the appropriate values as done previously.

## Product Price Maintenance

Please enter following details for the new Product Price

Product ID	SERVICE_CHARGE
Location	-
Price Group	United Kingdom (All Regions)
Currency	Pounds Sterling
Start Date	15 December 202 00 : 00 : 00
End Date	
Price Type	Fee
Price Context	

← Back + Create

Select **Fee**, from the **Price Type** dropdown list.

Select **Create**.

General

Thresholds

Price*	£0.00
Price Rate	2%
Price Change	

Set a fixed price in the **Price** field or a percentage in the **Price Rate** field.

Select **Save**.

Product Maintenance

Save Cancel

You are editing Fee Product SERVICE\_CHARGE : Service Charge @ 12%.

General Selling Options Alternative Tenders Tax **Prices** Attributes Product Media

The following prices are defined for this product

	Store	Price Group	Currency	Start Date	End Date	Price Type	Price Change Id	Price Change Type	Price Context	Price	Percentage
		United Kingdom	Pounds Sterling	15/12/23 00:00		Fee				£0.00	2%
+ Add											

Page 1 of 1 10

Then press **Save** again.

\*If needed, refer to How-To Guide Product Price for further clarifications.



## Broadcasting

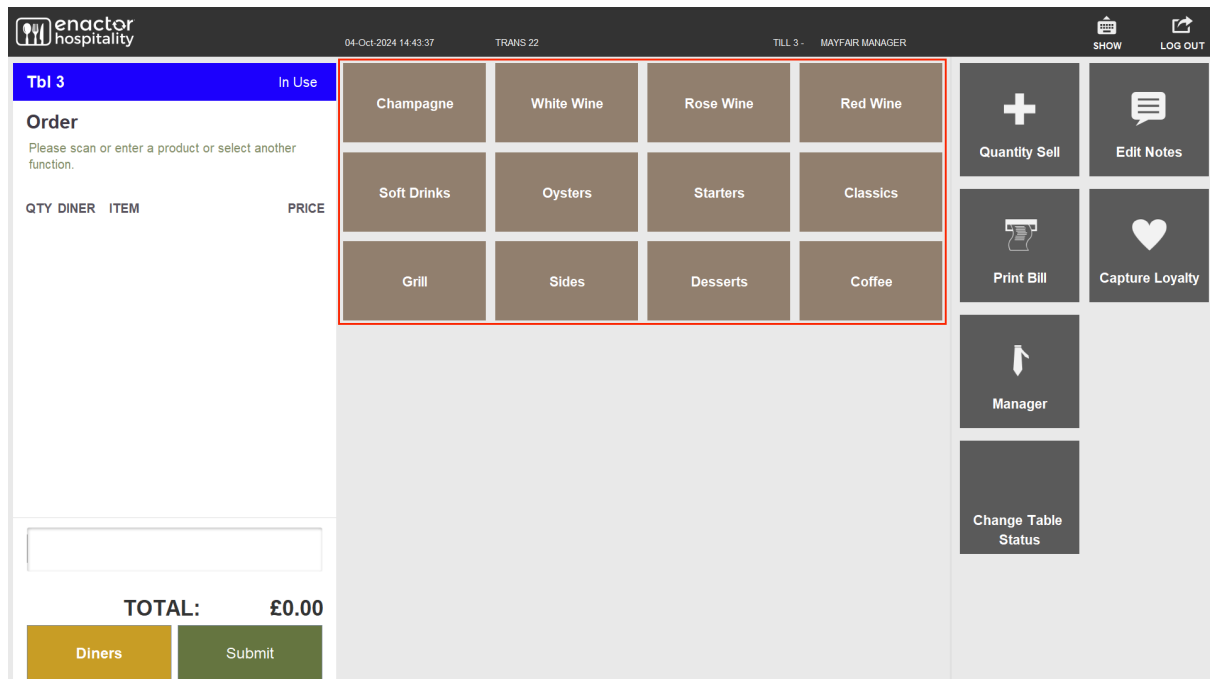
To deliver the configuration changes to the POS, broadcast the following entities.

- Product
- Product Attribute
- Product List
- Product Group
- Product Preparation Type
- Product Preparation Type Mapping
- Product Price
- Option Set
- Restaurant Course

# POS Functionality

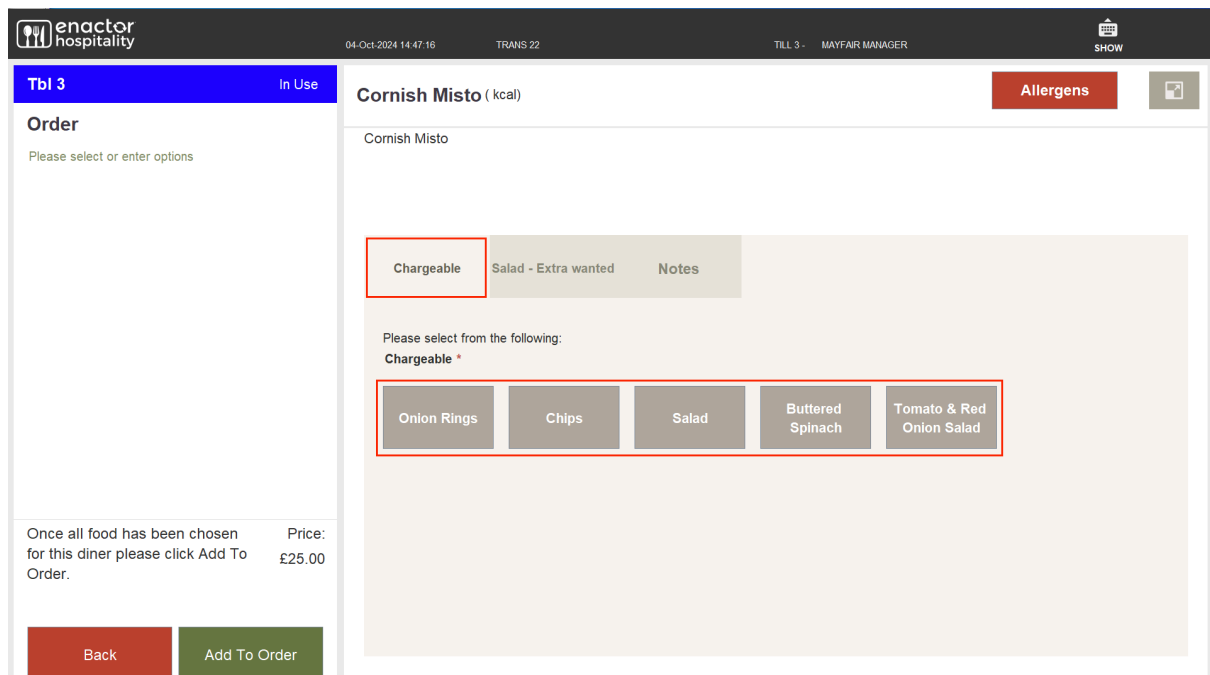
Log in to a POS, press Tables and select a table.

The POS will then prompt to select the number of diners on the table. Once this is done, the table order screen will be displayed with two separate menus.



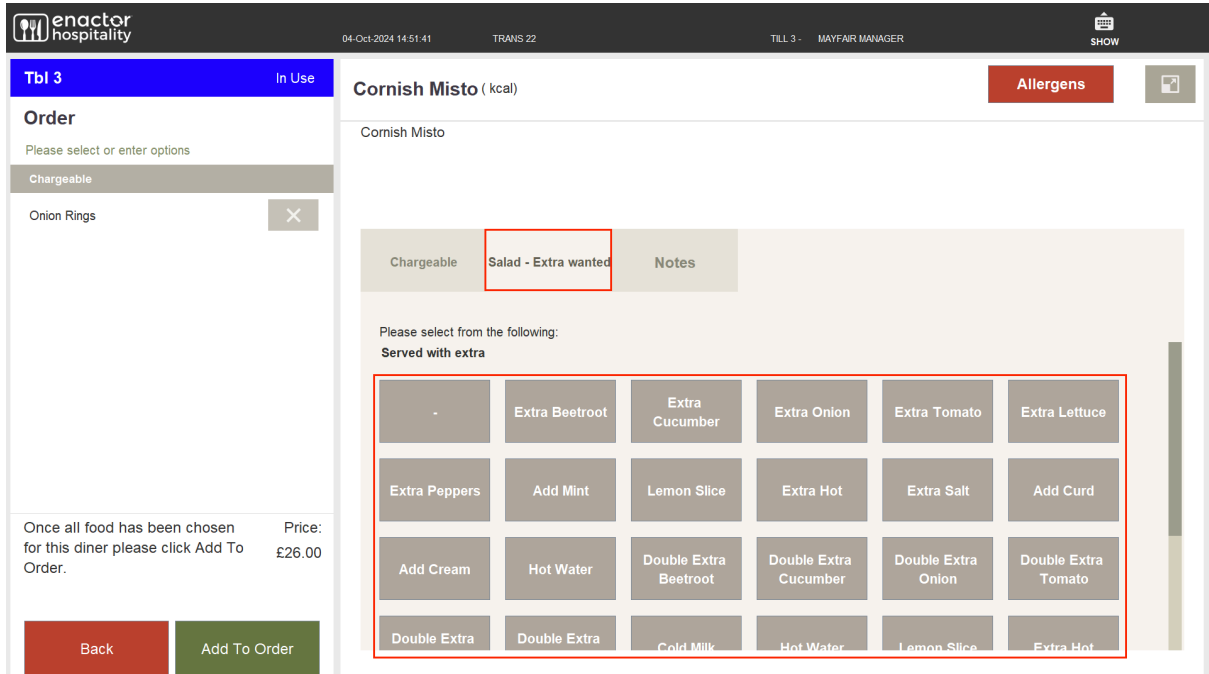
Function	Outcome
Restaurant Course	Shows the available courses for this table.

If a product with an Option Set is selected, the following screen is presented:



Function	Outcome
Chargeable	Shows the options enabled for this product.

If the product contains a product preparation options, the following screen is presented:



Function	Outcome
Served with Extra	Shows the Salad options enabled for this product.

Confirming an option and adding it to the order will display the item and its options in the receipt area:

**Tbl 3** In Use

**Order**  
Please scan or enter a product or select another function.

QTY	DINER	ITEM	PRICE
1	1	<b>Cornish Misto</b>	<b>£25.00</b>
		Onion Rings	£1.00
		Served with extra-Extra	
		Beetroot	

Service: £3.25  
**TOTAL: £29.25**

Diners Submit Back

Cornish Misto

Fish & Chips

Cornish Mussel Pot

No Main Order

Grills

Sides

Desserts

Coffee

Quantity Sell
 Edit Notes

Print Bill
 Capture Loyalty

Manager

Change Table Status

# About This Document

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The amendment history of this document can be found in the table below.

## Current Document Version information

Document Version 1.2

Product Version 2.7

## Document Context

This document is part of the Enactor Product Documentation Series. All Enactor products include a comprehensive documentation set designed to improve understanding of the product and facilitate ease of use.

## Document Inquiries

At Enactor we aspire to producing the highest quality documentation to reflect and enhance the quality of our product. If you find that the document is inaccurate or deficient in any way, please assist us in improving our standard by letting us know.

For matters of document quality or any other inquiries regarding this document please contact:

By Email: [documentation@enactor.co.uk](mailto:documentation@enactor.co.uk)

# Document History

The following versions of the document have been produced:

VERSION	STATUS	ISSUE DATE	AUTHOR	REASON FOR ISSUE
1.0	Initial Draft	28/05/21	Thilini Sayakkara	Initial version
1.1	Update	18/12/23	Shenol Silva	Document Update – Most Recent Themes and Configurations
1.2	Update	01/10/24	Lucas Andres Casas	Updated order, EM and POS screens