

MenuMax V8 Quick Reference Guide

V1.1

1. Specifying Items

1.1 Click on "Close" button.

RHS V8.2.58.82 DB:rhs\sql	express, 1435: Autolodge_Motor_I	nn:1 User: RHS Business	Day:11/12/2018 Term:1 11/12	/2018 18:16:11		×
Maintenance	EFTPOS Admin	Hold	Logout	Ag	e 🌔	Close
		Rep	orts			
		Sales	Report			
		Sales S	ummary			
		Invoices	Summary	1		
		Invoice	s Detail			
		Archived	Invoices			
		Covers S	iummary			
line-+		Covers	Detail			
		Audit	Trail			
		Active Menu :	2018 Summer			
Current Sale	es Fina	alised Sales	New Dine	er	Ne	w Cash Sale

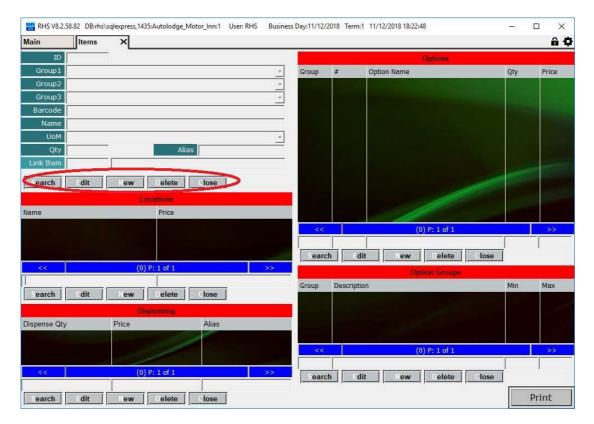
1.2.Click on "Inventory" button.

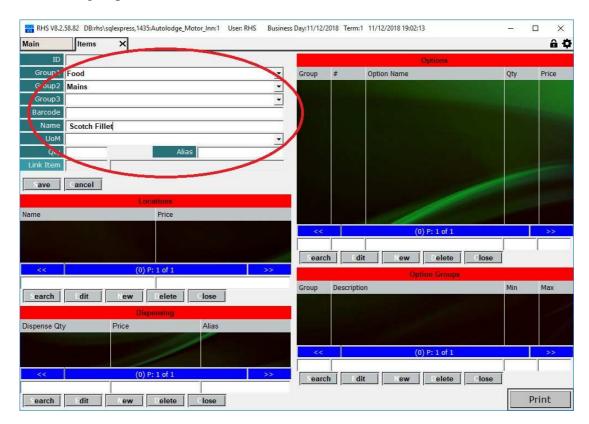
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	Guests	Transactions	Reservations
	Check-in	Post to Guest	Worksheet
	Check-out	Batch Posting	Reservation
	Occupied	Cash Sales	Reports
	Accounts	Reports	Other
	Accounts Invoices	Reports Daily	Other Inventory
	Invoices	Daily	Inventory
	Invoices Debtors	Daily Management	Inventory Housekeening
	Invoices Debtors	Daily Management	Inventory Housekeening

1.3. Click on "Items" button

RHS V8	8.2.58.82 D	B:rhs\sqlexpress,1435:Autolodge_Motor_Inn:	User: RHS	Business Day:11/12/2018	Term:1 1	1/12/2018 18:22:34	-		×
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							1		
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		Items		Stock In			POS Sales		1
	Mill	then Historyes		Stock Out			Stock Levels		1
		Menus		Stocktake			Exit		1
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			11						
			1						
Logi	in	Available Occupied	Make	Rates De	partur	es Arrivals	Refresh	Menu	Max

1.4. Click on "New" button to insert a new item



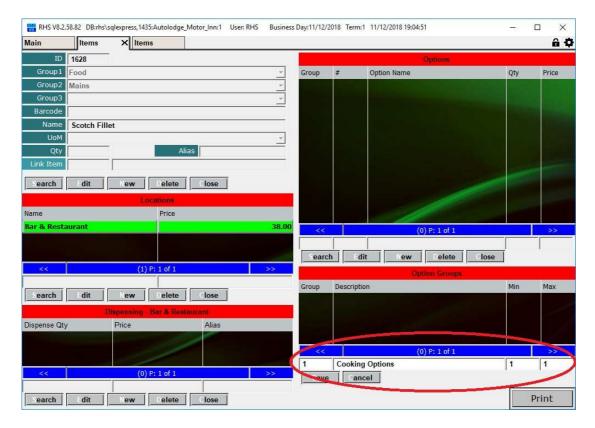


1.5. Enter groups and the item's name and click on "Save" when finished.

1.6. Click on "New" button to add location and base unit price. Click on "Save" to commit the entry.

RHS V8.2.5	8.82 DB:rhs\so	qlexpress, 1435: Autolodge_M	otor_Inn:1 User: RH	HS Busines	s Day:11/12/2	018 Term:1	11/12/2018 19:0	3:37			
Main	Items	× Items									â 🗘
ID	1628							Options			
Group1	Food			Ψ	Group	#	Option Name			Qty	Price
Group2	Mains			Ŧ							
Group3				Ŧ							
Barcode	-										
Name	Scotch Fille	t									
UoM		10	_	Ŧ							
Qty		Alia									
Link Item										1	
Search	Edit	New Delete	Close								افتعتما
		Locations						1			
Name		Price									
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		(0) P: 1 of 1				- 1-	0	ption Groups	• [a	e.	
Bar & Restau	percent a	38			Group	Descriptio				Min	Max
ave	Cancel									المحجد ال	
		Dispensing									
Dispense Qty		Price	Alias								
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					<<	1		(0) P: 1 of 1			>>
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Search	Edit	New Delete	Close		1		- I			F	rint

1.7. Add option groups. Min and max levels specify number of options that can be selected. (e.g. min 1 and max 3 means that at least one option must be selected and no more than 3 are allowed).



1.8. Enter each group item by clicking on "New" button. Specify what group number it belongs and what its sequence is in the option group. Press F2 on the Option Name to select the item. Specify its quantity and price and press on "Save" to commit changes.

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Main	Items	Items	×							_	_	-			â¢
ID	1590							d.			Options				
Group1	Food				~	Group	/-		Option	Name			Qty	1	Price
Group2	Mains				~		1	1	Blue					1.00	0.00
Group3	Unknown				~		1	2	Rare		-			1.00	000
Barcode					1		1	3	M/R					1.00	0.0
Name	Scotch Fillet						1	4	м					1.00	0.00
UoM		N			Ŧ		1	5	M/W					1.00	0.00
Qty	0.00		Alias		1		1	6	W/D					1.00	0.00
Link Item	1590 S	cotch Fillet					2	1	Cherm	oula				1.00	0.00
Search	dit	ew D	elete Clo	se			2	2	Green	Pepperco	FR -			1.00	0,00
earch				130	_		2	3	Red W	/ine Jus				1.00	0.00
		Locat									1				
Name			Price							11			-		
Bar & Resta	aurant				30.00	<<			No. of Concession, name	(9) P: 1 of 1				>>
	_				1994 - A	Sear	ch	Edit		New	Delete	Close			
<<		(1) P: 1	of 1		>>					01	tion Group				
						Group	D	escriptior	1				Min		Max
Search	dit	ew	elete	se			10	ooking O	ptions					1.00	1.00
	Disp	ensing - Bai	& Restaurant				2 5	auces						0.00	1.00
Dispense Qty	/ Pr	ice	A	lias											
			1			<<				(2) P: 1 of 1				>>
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<<		(0) P: 1	of 1		>>	Sear	ch	Edit		New	Delete	Close	1		
								2							
Search	dit	ew D	elete Clo	se										Pri	int

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1.9. If you want to enter dispensing for the item click on the "New" button under dispensing table, enter quantity, price and alias (used for display/print). The quantity unit of measure is specified in the item header above (i.e. "ml").

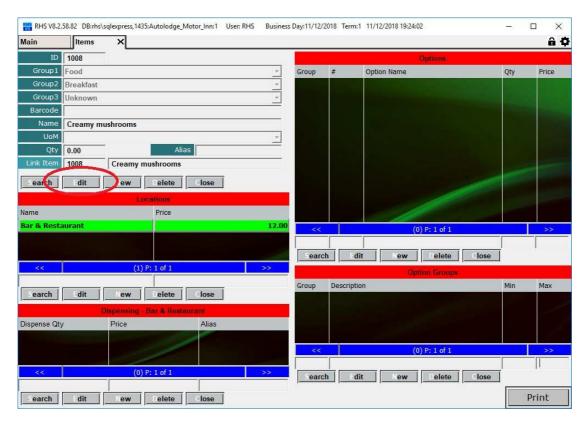
If \$0 is specified under location then the item will be not sold as base unit (i.e. 750 ml bottle). If \$-999 is specified as price than the item will have a price prompt on the sale screen.

RHS V8.2.	58.82 DB:rhs\:	sqlexpress, 1435: Aut	olodge_Motor_Inn:1 U	ser: RHS Business	Day:11/12/2	018 Term:1	11/12/2018 19:06:49		-2	
Main	Items	×								â¢
ID	1304	1					Options			
Group1	Beverage			*	Group	#	Option Name		Qty	Price
Group2	House Wine	Ð		-						
Group3	Red Wine			~						
Barcode										
Name	House Mer	lot								
UoM	ml	<i>1</i> -		~						
Qty	750.00		Alias							
Link Item	1304	House Merlot								
Search	Edit	New De	elete Close							
		Locatio								
Name		in los	rice							
Bar & Resta	weant		nce	34.00		L.,				
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Dispense ory		Price	Alias							
	187.50	D	9.00							
and the second se					<<		(0) P: 1 of 1			>>
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		(1)			Search	Edit	t New Delete	Close		
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				foo	break				
Barcode	Coue	None.	Drice	Croupi	Group2	Groups	QLY	UoM	Loca
	2001	Big breakfast	22.00	Food	Breakfast	Unknown	0.00		
	2002	Express breakfast	10.00	Food	Breakfast	Unknown	0.00		
	2004	Salmon benne	21.00	Food	Breakfast	Unknown	0.00		
	2005	Bacon benne	19.00	Food	Breakfast	Unknown	0.00		
	2006	Porridge	10.00	Food	Breakfast	Unknown	0.00		
	2007	Breakfast \$	0.00	Food	Breakfast	Unknown	0.00		
	2008	Creamy mushrooms	12.00	Food	Breakfast	Unknown	0.00		
	2017	Bacon & eggs	17.50	Food	Breakfast	Unknown	0.00		
	2018	Omelette	19.50	Food	Breakfast	Unknown	0.00		
	2019	Hot cakes	19,00	Food	Breakfast	Unknown	0.00		
	2021	Breakfast	0.00	Food	Breakfast	Unknown	0.00		
	2023	Eggs light option	10.00	Food	Breakfast	Unknown	0.00		
	2025	Eggs on toast	15.00	Food	Breakfast	Unknown	0.00		
	2026	Breakfast extra	0.00	Food	Breakfast	Unknown	0.00		
	2028	Room service	1.50	Food	Breakfast	Unknown	0.00		
	2029	Continental	17.50	Food	Breakfast	Unknown	0.00		
	2042	Mush & spinach benne	19.00	Food	Breakfast	Unknown	0.00		
	2045	Buffet bfast \$22	20.00	Food	Breakfast	Unknown	0.00		
	1568	Breakfast Extra	0.00	Food	Breakfast	Unknown	0.00		
	1569	Breakfast	0.00	Food	Breakfast	Unknown	0.00		
	1580	Breakfast \$20	0.00	Food	Breakfast	Unknown	0.00		
	1610	UFBA Breakfast	0.00	Food	Breakfast	Unknown	0.00		
	1614	Buffet Breakfast	0.00	Food	Breakfast	Unknown	0.00		
			1990 (Constant)						

1.10. To edit an existing item click on "Search" button in the item header and select it from the list by using its search fields to filter the selection. Double click or press enter to select the item.

1.11. Use "Edit" buttons to modify the item header or other tables on the item screen.

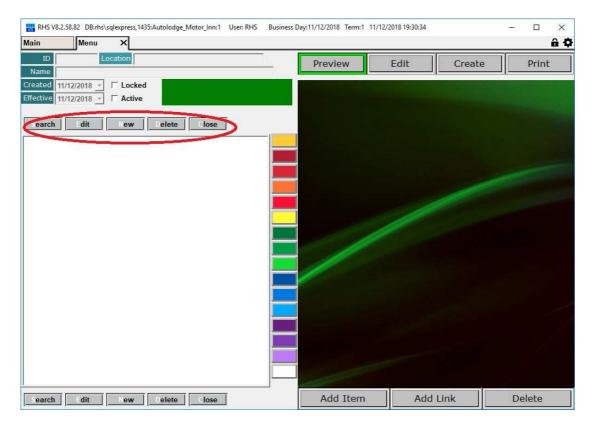


2. Creating and Modifying Menus

2.1 Click on "Menus" on the Inventory page.

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	Kitchen Messages		Stock Out			Stock Levels		1
-	Menus		Stocktake			Exit		1
					L			-
		1						

2.2. . Select a menu or enter a new one by clicking on "Search" or "New".



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2.3 If you selected an existing menu use the treeview on click on the buttons on the right to navigate . Make sure you are in the "Preview" mode.

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ID 3 Location Bar & Restaurant		Preview	Ed	it	Create	e	Print
Name 2019 Restaurant							_
Gamma Control Contron Control Control Control Control Control Control C		Crumbed Fish	Half Chicken	Herefo		Lamb Shank	Mains Special
	24	4.00	24.00	39.00	26.00	0 -	999.00
Search dit New Delete Oose		Ovation Lamb	Pork Belly	Pumpl		cotch Fillet	Teriyaki Salmon
E Food		4.00	26.00	22.00	30.00	0 2	5.00
Chorizo Corn Fritters					1		

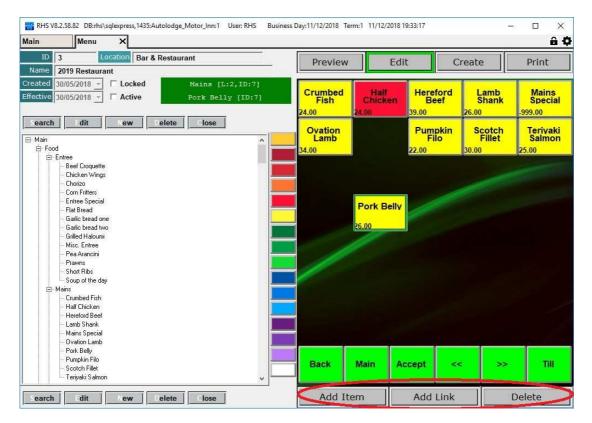
2.4 To edit an item just right-click on the button. This will open a new tab with the item details. Once finished with your changes just close the tab.

RHS V8.2.	58.82 DB:rhs\sqlexpress,14	35:Autolodge_Motor_Inn:1	User: RHS Business	Day:11/12/20)18 Term:1	11/12/2018 19:32	:50		- C	ı x
Main	Menu	ns 🗙								âØ
ID	1595						Options			
Group1	Food		Ψ.	Group	#	Option Name			Qty	Price
Group2	Mains		-	2	1	Chermoula			1.00	0.00
Group3	Unknown		Ψ.	2	2	Green Pepperco)FR		1.00	0.00
Barcode				2	3	Red Wine Jus			1.00	0.00
Name	Crumbed Fish									
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Qty	0.00	Alias								
Link Item	1595 Crumbed	l Fish								
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Name		Price								
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Search	Edit New	Delete Close							Pr	int

2.5. Click on "Edit" button to position items' buttons or change their colours.

m Menu X		And the second second	-			â
ID 3 Location Bar & Restaurant	Previe		Edit	reate		Print
ame 2019 Restaurant						
ated 30/05/2018 - [Locked Mains [L:2, ID:7]	1					
ective 30/05/2018 - CActive Pork Belly [ID:7]	Crumbed	Half	Heref	ford La	amb	Mains
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Beef Croquette						
- Lhicken wings						
Chicken Wings Chorizo						
		10				
Chorizo						
- Chorizo - Corn Fritters		Pork Be				
Chorizo Corn Fritters Entree Special						
– Chorizo – Con Fritters – Entree Special – Flat Bread		Pork Be				
- Chorizo - Con Fritters - Entree Special - Flat Bread - Garlic bread one			ily			
- Chorizo - Corn Fritters - Entree Special - Flat Bread - Garlic bread one - Garlic bread two						
- Chorizo - Con Fritters - Entre Special - Flat Bread - Garlic bread one - Garlic bread two - Grilled Haloumi						
- Chorizo - Corn Fritters - Fintee Special - Flat Bread - Garlic bread one - Garlic bread two - Griled Haloumi - Misc. Entree						
- Chorizo - Corn Fritters - Entree Special - Flat Bread - Garlic bread two - Garlied Haloumi - Misc. Entree - Pee Aranchini						
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2.6. Use "Add Item" and "Add Link" to add additional items or link to other menu pages.



2.7. If you have done any item changes, such as price or name change, modified dispensing or item options you will need to recreate the menu. Simply click on "Create" button. If you are prompted on whether you want to dump/restore positions just answer ok/yes (depending on your version on settings this might be done automatically, without any prompts). The software will recreate the entire menu pages based on your item settings/pricing, whilst keeping the existing colour schema and positions. If you have a new item added please recheck its position and colour on the page.

