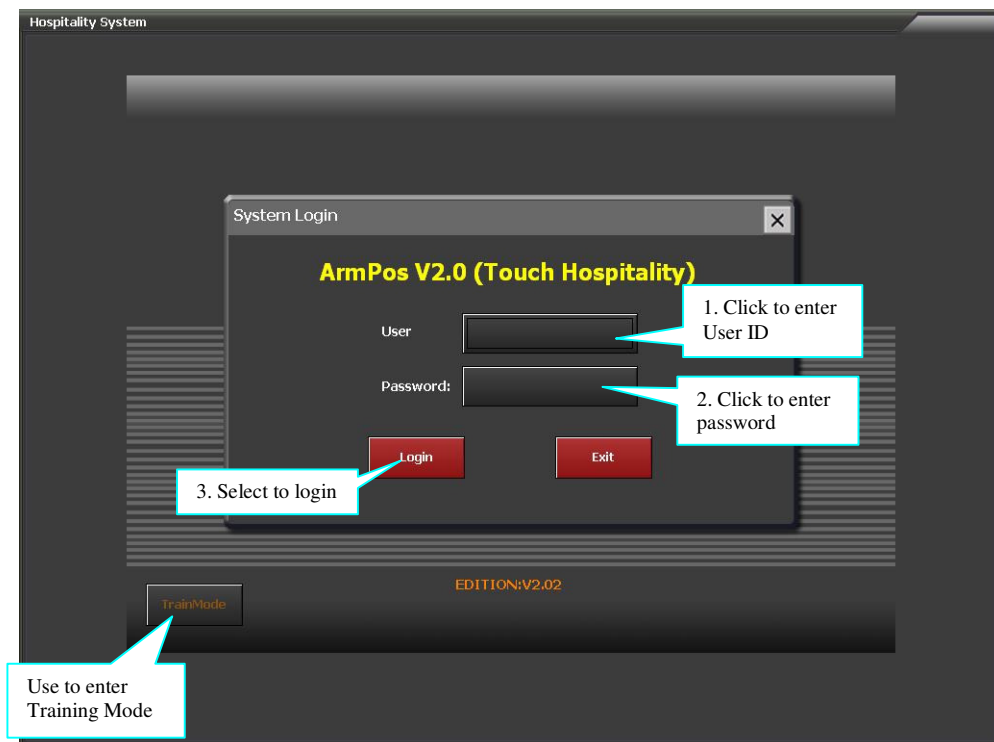


ArmPos (Touch Hospitality)

After installing ArmPos (Touch Hospitality), double click on ConfigCYServer icon and choose the correct server for your system.

Double click on ArmPos icon, a System Login window will open (see below).

Can either login or enter training mode (training mode is the same as normal mode; the only difference is that transactions will not be recorded).

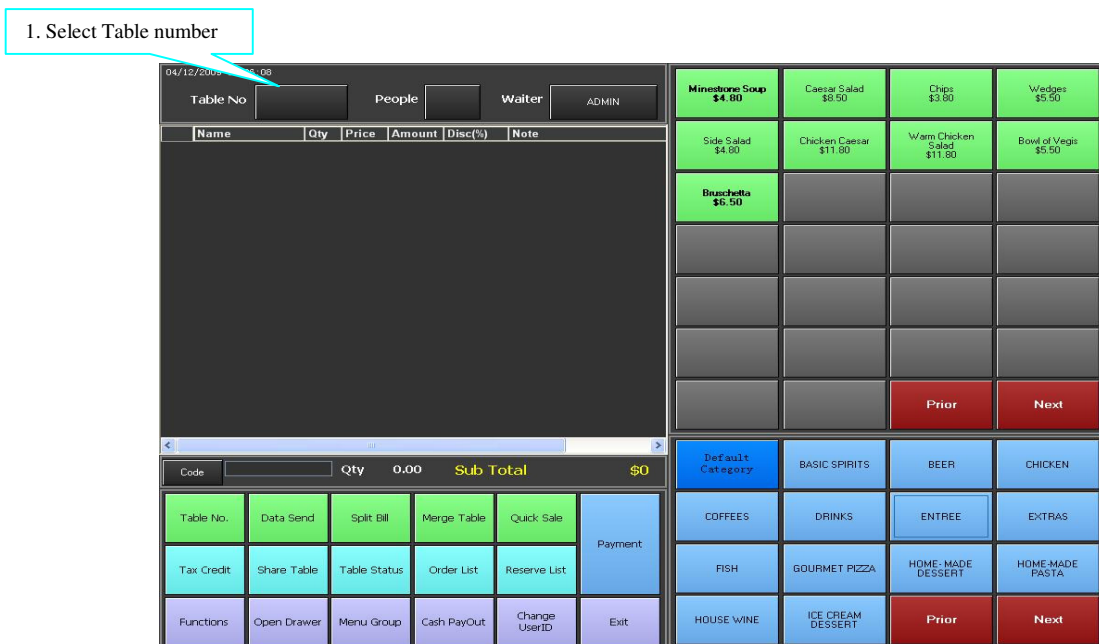


POS

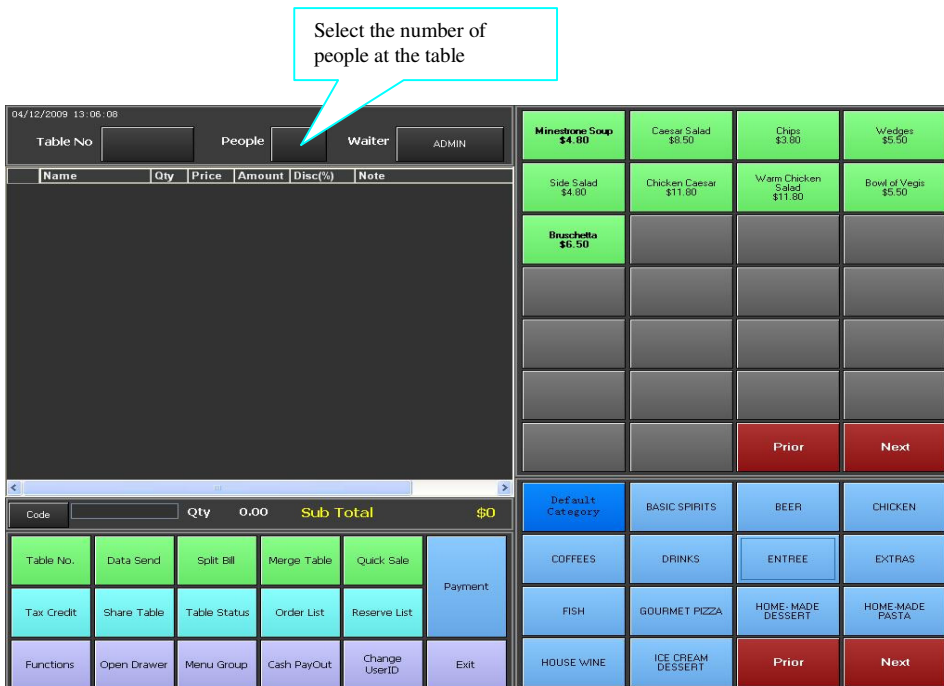
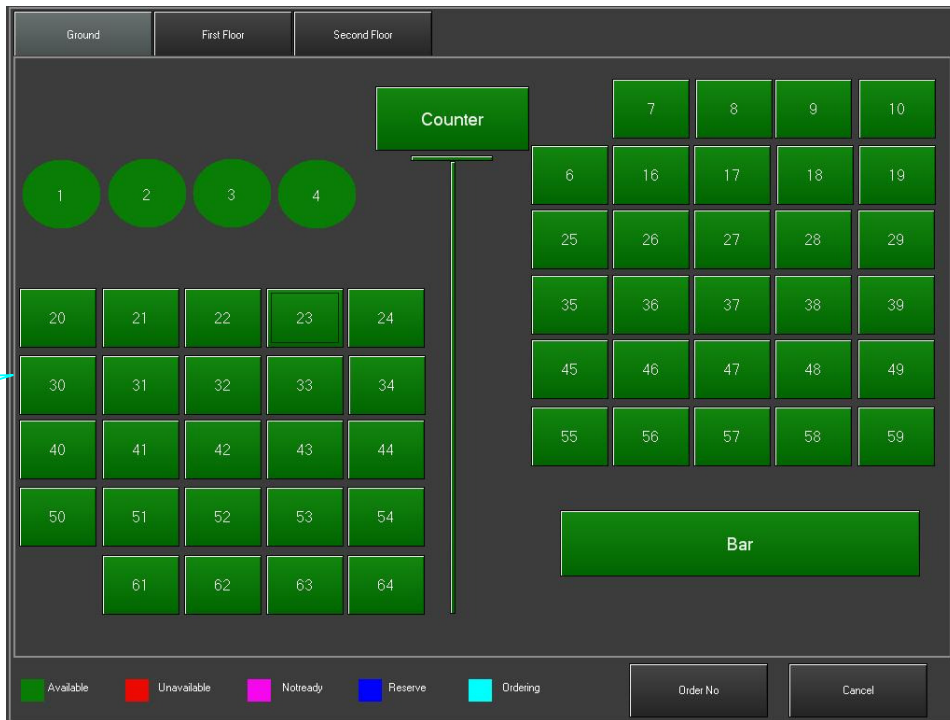
I. Table Sale



1. When using Table Sale select a table number, the number of people and the waiter first



The following window will open:



The following window will open. Select the number of people at the table and press ok.

04/12/2009 13:08:00

Table No: 23 People: 4 Waiter: ADMIN

Name Qty Price Amount Disc(%) Note

Code Qty 0.00

People

0

7 8 9 +/- C

4 5 6 OK

1 2 3

0 . Cancel

Prior Next

COFFEES DRINKS ENTREE EXTRAS

FISH GOURMET PIZZA HOME-MADE DESSERT HOME-MADE PASTA

HOUSE WINE ICE CREAM DESSERT Prior Next

04/12/2009 13:08:08

Table No: People: Waiter: ADMIN

Name Qty Price Amount Disc(%) Note

Code Qty 0.00 Sub Total \$0

Minestrone Soup \$4.80 Caesar Salad \$8.50 Chips \$3.80 Wedges \$5.50

Side Salad \$4.80 Chicken Caesar Salad \$11.80 Warm Chicken Salad \$11.80 Bowl of Vegis \$5.50

Buschetta \$6.50

Prior Next

Default Category BASIC SPIRITS BEER CHICKEN

COFFEES DRINKS ENTREE EXTRAS

FISH GOURMET PIZZA HOME-MADE DESSERT HOME-MADE PASTA

HOUSE WINE ICE CREAM DESSERT Prior Next

Table No. Data Send Split Bill Merge Table Quick Sale Payment

Tax Credit Share Table Table Status Order List Reserve List

Functions Open Drawer Menu Group Cash Payout Change UserID Exit

The following window will open. Select the correct waiter.

04/12/2009 13:08:37

Table No: 23 People: 4 Waiter: ADMIN

Name Qty Price Amount Disc(%) Note

User Name

ADMIN SUPERVISOR

Prior Next

Code Qty 0.0

QTY 2 3 4 Payment

Price Void Item Insert Item Taste Instruction

Functions Discount Meal Package Menu Group Void All Items Quit

COFFEES DRINKS ENTREE EXTRAS

FISH GOURMET PIZZA HOME-MADE DESSERT HOME-MADE PASTA

HOUSE WINE ICE CREAM DESSERT Prior Next

2. Function buttons are in the lower-left-hand section, the most commonly used function buttons can be arranged to present on the first level, more function keys can be found after clicking the 'function' button. All function keys' positions and colours can be modified by using 'Cyfunen.exe'

04/12/2009 13:06:08

Table No: People: Waiter: ADMIN

Name Qty Price Amount Disc(%) Note

Code Qty 0.00 Sub Total \$0

Table No. Data Send Split Bill Merge Table Quick Sale

Tax Credit Share Table Table Status Order List Reserve List

Functions Open Drawer Menu Group Cash PayOut Change UserID Exit

Minestone Soup \$4.80 Caesar Salad \$8.50 Chips \$3.80 Widges \$5.50

Side Salad \$4.80 Chicken Caesar \$11.80 Warm Chicken Salad \$11.80 Bowl of Vegie \$5.50

Bruschetta \$6.50

Prior Next

Default Category BASIC SPIRITS BEER CHICKEN

COFFEES DRINKS ENTREE EXTRAS

FISH GOURMET PIZZA HOME-MADE DESSERT HOME-MADE PASTA

HOUSE WINE ICE CREAM DESSERT Prior Next

Select "Functions" to find other options

Pop up window shows other functions



3. Menu items are in the right hand section, the lower half has the categories and the upper half has the corresponding items in that category. Each item has instruction links and multi-price choices. They can be managed by entering **MANAGE → MENU SETUP** on the main screen.



4. Completing order. Select the items and select either Payment to finalise the order or Balance to save the order.

09/12/2009 10:54:10

Table No **2** People **4** Waiter **ADMIN**

Name	Qty	Price	Amount	Disc(%)	Note
1 Orange/Passion	1.00	2.00	2.00	0.00	
2 Chicken Caesar	1.00	11.80	11.80	0.00	
3 [*]Olives	1.00	0.85	0.85	0.00	
4 Breast Fillet/Sala	1.00	13.80	13.80	0.00	

Items customer has ordered

Code **2** Qty **4.00** Sub Total **28.45**

QTY	2	3	4	Payment	Balance
Price	Void Item	Insert Item	Taste	struction	
Functions	Discount	Meal Package	Menu Gro	Void All Items	Quit

To complete the order select Payment

To save the order select Balance

Parmigiana \$14.50	Chicken Schnitzel \$13.80	Breast Fillet \$13.80	
		Prior	Next

Default Category	BASIC SPIRITS	BEER	CHICKEN
COFFEES	DRINKS	ENTREE	EXTRAS
FISH	GOURMET PIZZA	HOME-MADE DESSERT	HOME-MADE PASTA
HOUSE WINE	ICE CREAM DESSERT	Prior	Next

If Payment is selected the following screen will open:

09/12/2009 11:07:25

Table No **2** Waiter **ADMIN**

Name	Qty	Price	Amount	Disc(%)	Note
1 Bacardi Breezer/	1.00	5.50	5.50	0.00	
2 Chicken Caesar	1.00	11.80	11.80	0.00	
3 Tira Mi Su	1.00	5.50	5.50	0.00	

Total **22.80** Receivable **22.80**

Rounding **0.00** Paid **0.00**

Discount **0.00** Change **22.80**

MemberCard

Multi Payment

Discount Rate

Method

CASH

EFTPOS

coupons 5 Yuan

coupons 10 Yuan

trial opening foretaste

22.80

\$5 \$10 \$20 \$50 \$100 Discount Rate%

7 8 9 CLEAR Discount\$

4 5 6 -

1 2 3 .

0 Cancel OK LAYBY

Cash Pay Out

Original Price

Open Drawer

ItemDisc

Change Price

Print

Select payment method, to complete the transaction

Aclas Pty Ltd Add
www.aclas.com.a

If Balance is selected the screen will clear. The saved order can be viewed by selecting Table No.

04/12/2009 13:04:50

Table No	<input type="text"/>	People	<input type="text"/>	Waiter	<input type="text"/>	ADMIN
----------	----------------------	--------	----------------------	--------	----------------------	-------

Name	Qty	Price	Amount	Disc(%)	Note

<	<input type="text"/>				>
---	----------------------	--	--	--	---

Code	<input type="text"/>	Qty	0.00	Sub Total	\$0
------	----------------------	-----	------	-----------	-----

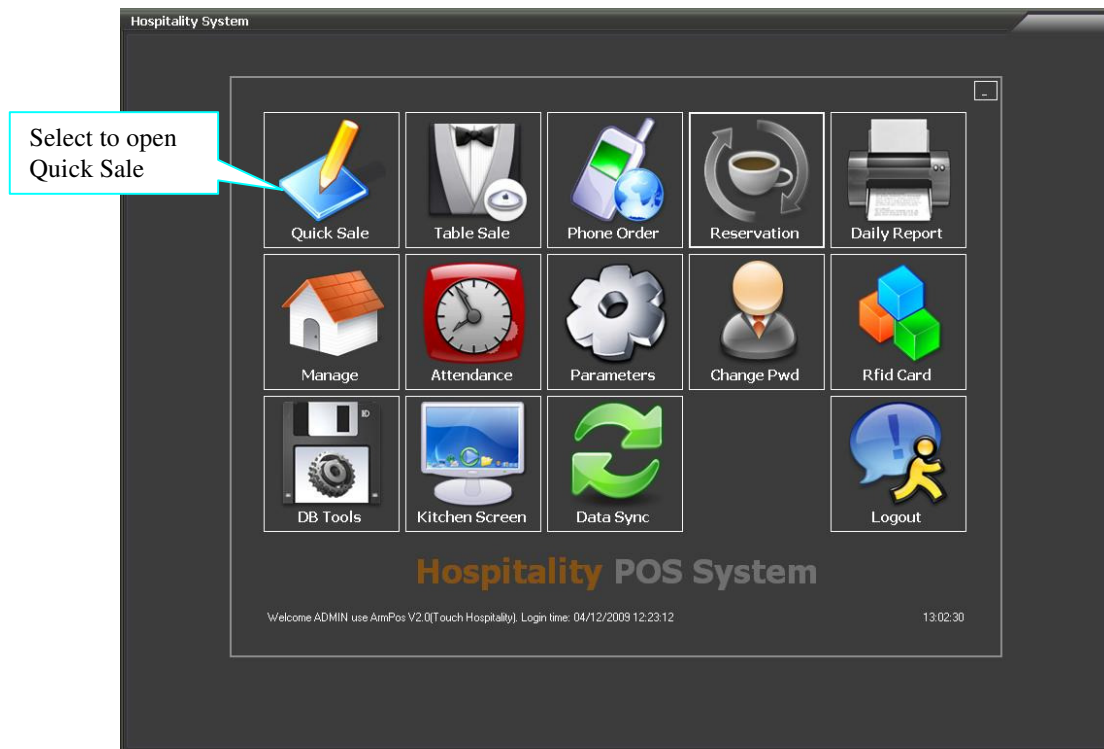
Table No.	Data Send	Split Bill	Merge Table	Quick Sale	Payment
Tax Credit	Share Table	Table Status	Order List	Reserve List	
Functions	Open Drawer	Menu Group	Cash PayOut	Change UserID	

Default Category	BASIC SPIRITS	BEER	CHICKEN
COFFEES	DRINKS	ENTREE	EXTRAS
FISH	GOURMET PIZZA	HOME-MADE DESSERT	HOME-MADE PASTA
HOUSE WINE	ICE CREAM DESSERT	Prior	Next

Select to
view saved
orders by
table

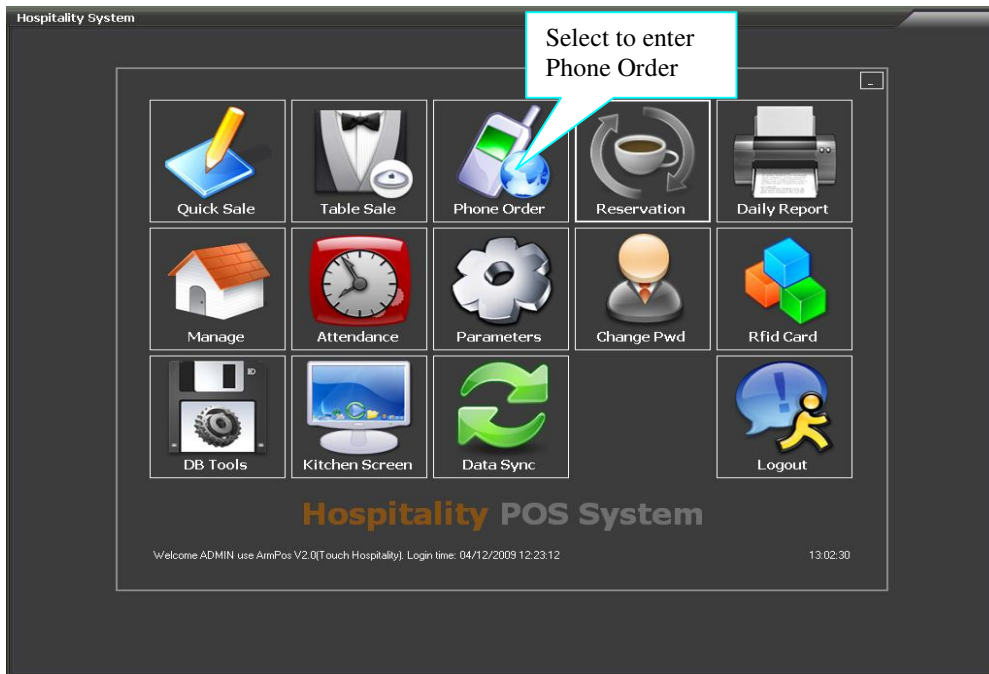
II. Quick Sale

Quick sale is similar to table sale, the only difference is that a table number does not need to be selected before ordering. They can be switched over by using the function keys on the bottom left hand section.

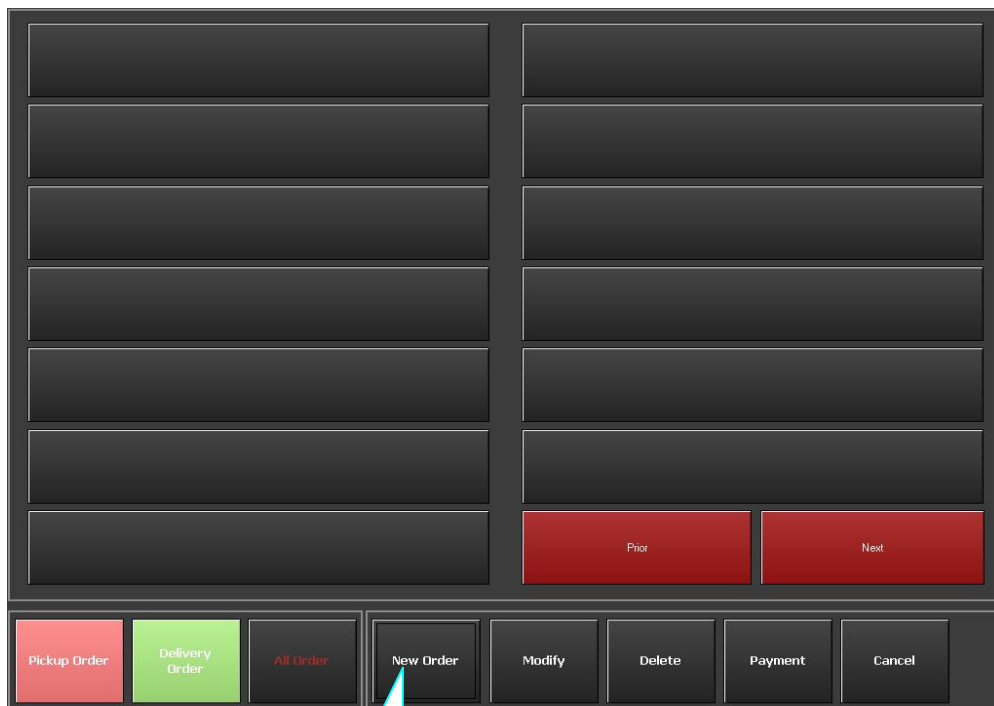


III. Phone Order

Enter customer's details first, and then this order can be transferred to the table sale interface. Once customer arrives, re-enter phone order, select order and complete payment



The following window will open:



The following window will open:

Enter customer's name, address

Select the order type: delivery or pick up

Enter customer's phone number

Select save once you have entered information

The image shows a software window titled "ReservEditForm". It contains several input fields: "Tel" (with a callout "Enter customer's phone number"), "CustomerName" (with a callout "Enter customer's name, address"), "Address", and "Note". There are two radio buttons for "Delivery" (selected) and "Pick up" (with a callout "Select the order type: delivery or pick up"). On the right, there are "Save" and "Cancel" buttons (with a callout "Select save once you have entered information"). Below the form is a numeric keypad and a QWERTY keyboard.

The following window will open:

This shows the customer's information

1. Select the customer's order

2. Select Balance after entering order

The image shows a main application window. The top section displays customer information: "Date" (2009-12-04), "Send Method" (Delivery), "CustomerName" (mon), "Clerk" (ADMIN), and "Order No". Below this is a table with columns: Name, Qty, Price, Amount, Disc(%), Note. The bottom section features a menu grid with various food and drink items. Callouts indicate: "This shows the customer's information" pointing to the top section; "1. Select the customer's order" pointing to the "Default Category" button in the menu grid; and "2. Select Balance after entering order" pointing to the "Balance" button in the bottom right of the menu grid.

The following window will open:

The image shows a software window titled "ReservEditForm". It contains several input fields: "Tel", "CustomerName", "Address", and a large "Note" text area. There are two radio buttons labeled "Delivery" and "Pick up". To the right of the form are two buttons: "Save" and "Cancel". A callout box points to the "Save" button with the text "Select save". Below the form is a virtual keyboard with keys for numbers, letters, and symbols.

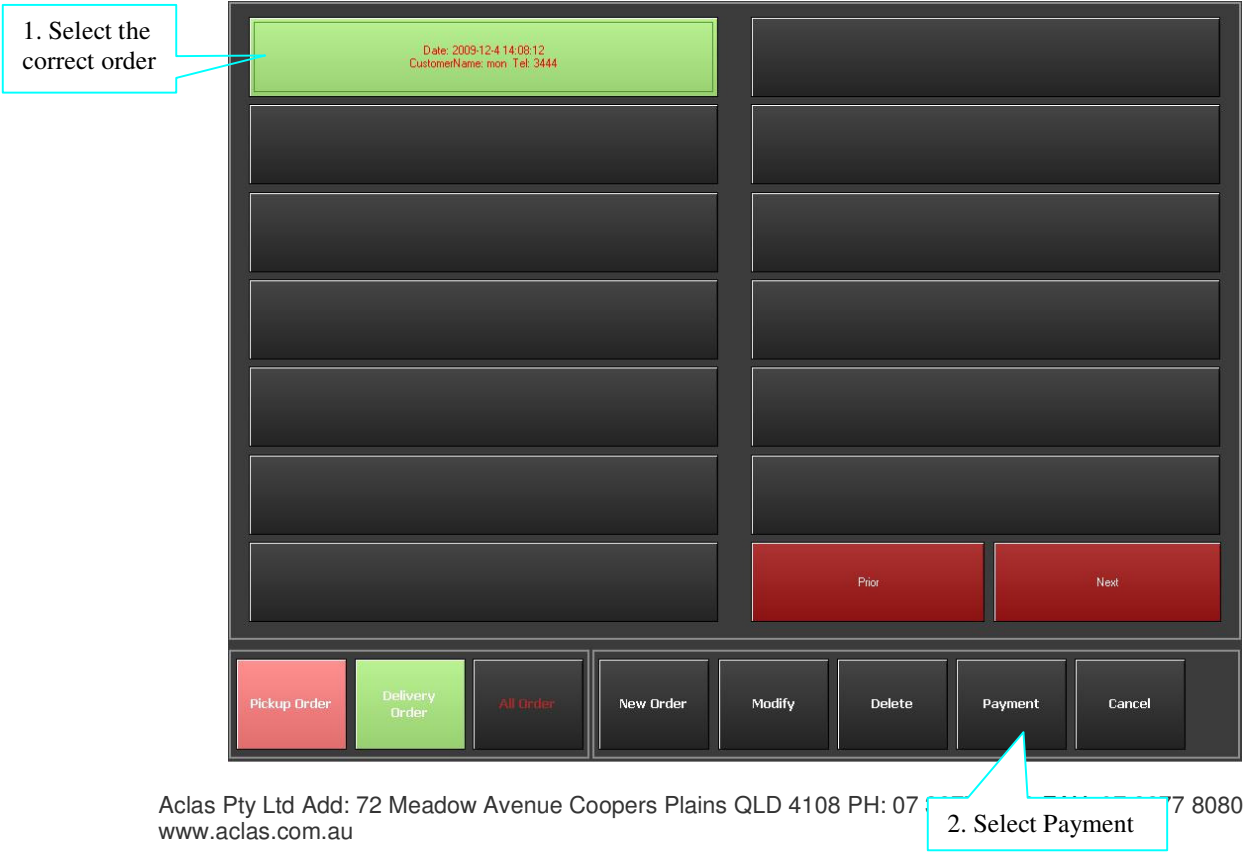
The following window will open:

The image shows a main menu window. At the top, a green box displays order details: "Date: 2009-12-4 14:08:12" and "CustomerName: mon Tel: 3444". Below this is a list of order entries. At the bottom, there is a row of buttons: "Pickup Order", "Delivery Order", "All Order", "New Order", "Modify", "Delete", "Payment", and "Cancel". A callout box points to the "Cancel" button with the text "Select cancel to return to main menu".

When the customer arrives, simply enter Phone Order function again



The following window will open:



The following window will open, complete the payment as usual.

Date		Send Method		CustomerName	
2009-12-04		Pick up		moo	
Order No		E00109120400003			
Name	Qty	Price	Amount	Disc(%)	Note
1 Crown Lager	1.00	4.95	4.95	0.00	
2 Chicken Caesar	1.00	11.80	11.80	0.00	

Total16.75

Receivable16.75

Rounding0.00

Paid0.00

Discount0.00

Change16.75

MemberCard

Multi Payment

Discount Rate

Method

CASH

EFTPOS

coupons 5 Yuan

coupons 10 Yuan

trial opening foretaste

16.75

\$5\$10\$20\$50\$100Discount Rate%

789CLEARDiscount\$

456-

123.

0CancelOKLAYBY

Cash Pay Out

Original Price

Open Drawer

ItemDisc

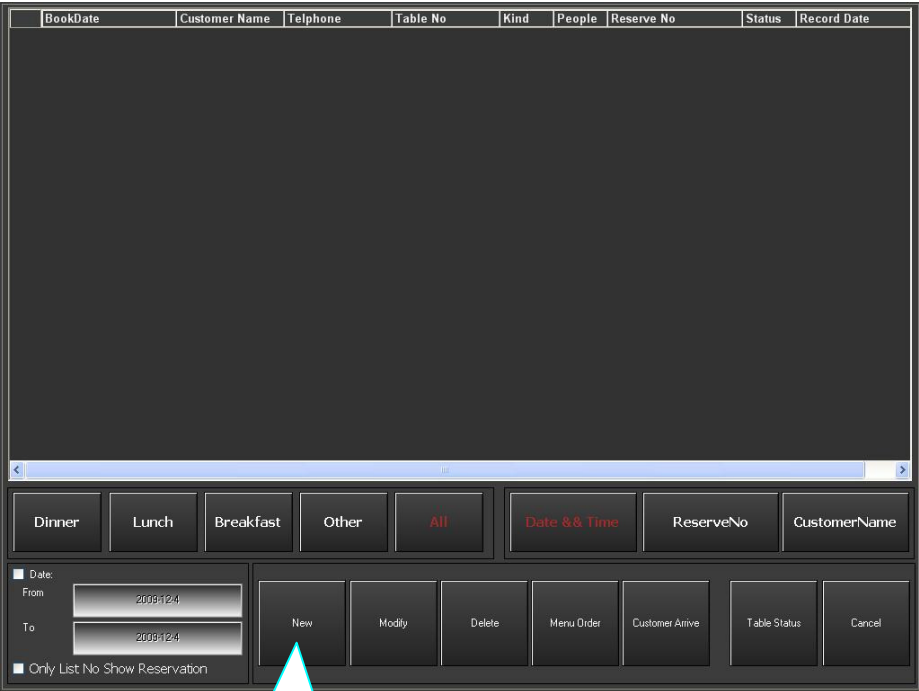
Change Price

Print

Select payment method

IV. Reservation

Enter customer's details and choose a table to make the reservation, the reserved table will be highlighted red



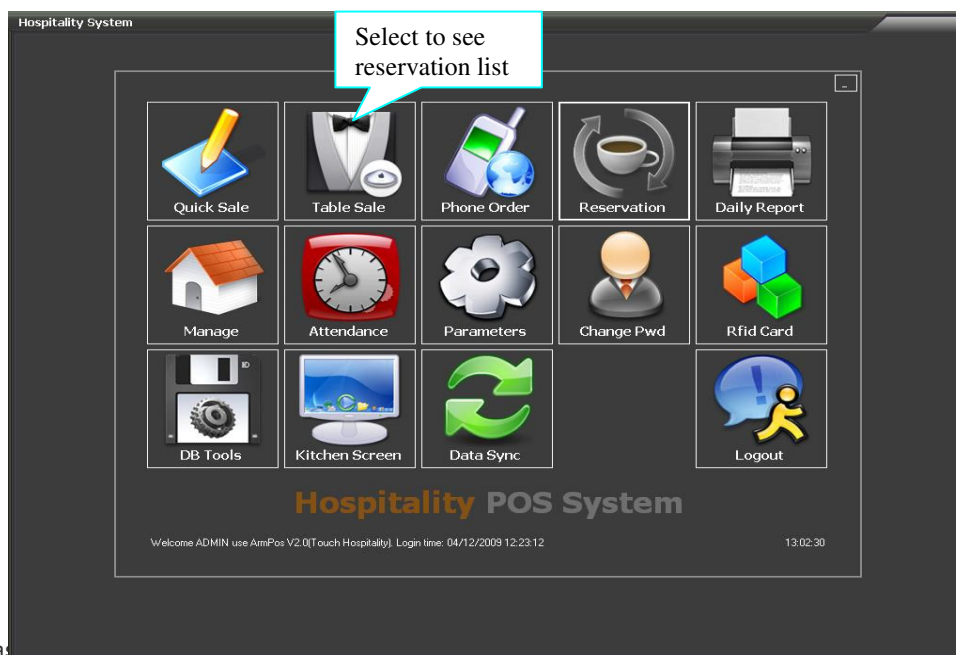
The following window will open: Enter all the information using the keyboard. Making sure that a table no. has been allocated. Once completed select Save and return to the main menu.

The image shows a software window titled "ReservEditForm". It contains a form with the following fields:

- Tel: [Text Box]
- CustomerName: [Text Box]
- VIP No.: [Text Box]
- Fax: [Text Box]
- Mobile: [Text Box]
- Date: [Text Box]
- Time: [Text Box with "0:0"]
- Wait: [Text Box with "0:0"]
- Meal Kind: [Text Box]
- Table No: [Text Box]
- People: [Text Box with "0"]
- Company: [Text Box]
- Address: [Text Box]
- Note: [Text Area]

On the right side of the form are two buttons: "Save" and "Cancel". Below the form is a full QWERTY keyboard overlay, indicating that all input is done via keyboard.

When customer arrives, enter table sale and select reserve list. Open the correct reservation.



04/12/2009 13:06:08

Table No

People

Waiter

ADMIN

Name

Qty

Price

Amount

Disc(%)

Note

Code

Qty

0.00

Sub Total

\$0

Table No.

Data Send

Split Bill

Merge Table

Quick Sale

Payment

Tax Credit

Share Table

Table Status

Order List

Reserve List

Functions

Open Drawer

Menu Group

Cash PayOut

Change ID

Exit

Minestrone Soup
\$4.00

Caesar Salad
\$8.50

Chips
\$3.80

Wedges
\$5.50

Side Salad
\$4.00

Chicken Caesar
\$11.00

Warm Chicken Salad
\$11.80

Bowl of Vegis
\$5.50

Bruschetta
\$6.50

Prior

Next

Default Category

BASIC SPIRITS

BEER

CHICKEN

COFFEES

DRINKS

ENTREE

EXTRAS

FISH

GOURMET PIZZA

HOME-MADE DESSERT

HOME-MADE PASTA

HOUSE WINE

ICE CREAM DESSERT

Prior

Next

The following window will open:

BookDate	Customer Name	Telephone	Table No	Kind	People	Reserve No	Status	Record Date
2009-12-5 14:00:0	mon	88	25	Lunch	2	E00109120400003	√	2009-12-4 16:31

Dinner

Lunch

Breakfast

Other

All

Date & Time

ReserveNo

CustomerName

☐ Date:

From

2009-12-7

To

2009-12-7

☐ Only List No Show Reservation

OK

Cancel

07/12/2009 14:25:31

Table No

25

People

2

Waiter

ADMIN

Name

Qty

Price

Amount

Disc(%)

Note

<

>

Code

Qty

0.00

Sub Total

0.00

QTY

2

3

4

Payment

Balance

Price

Void Item

Insert Item

Taste

Instruction

Functions

Discount

Meal Package

Menu

Quit

Void All Items

Quit

Prior

Next

Default Category

BASIC SPIRITS

BEER

CHICKEN

COFFEES

DRINKS

ENTREE

EXTRAS

FISH

GOURMET PIZZA

HOME-MADE DESSERT

HOME-MADE PASTA

HOUSE WINE

ICE CREAM DESSERT

Prior

Next

To save the
order select
Balance

[illegible]

If you saved an order and now wish to complete the payment, select table no.

Select table
number to view
table layout

The following window will open. Select the table that you wish you finalise payment of. Continue to finalise as usual.

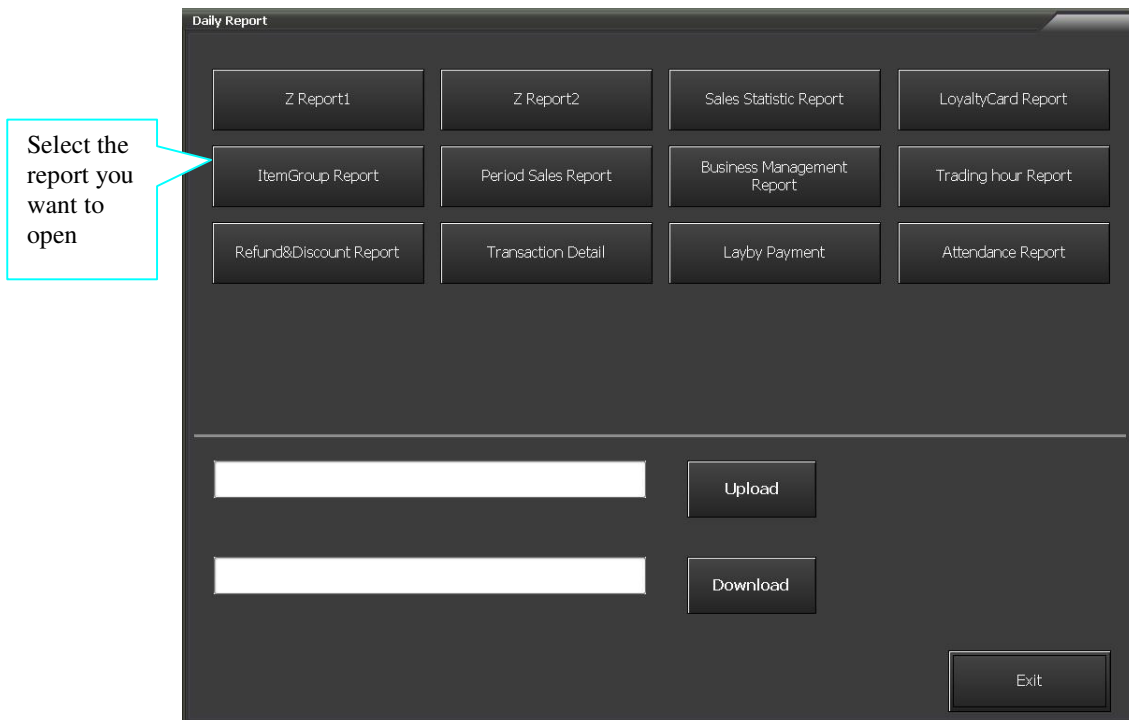
[illegible]

V. Daily Report

Includes all operational reports for sale, stock and clerk



The following page will open:

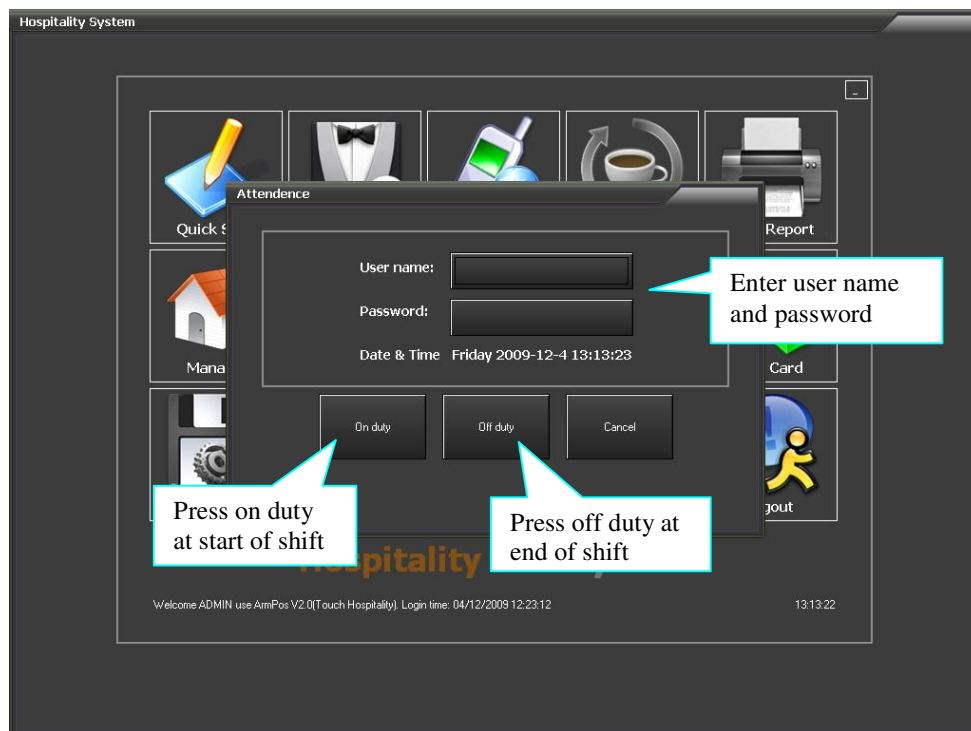


VI. Attendance

Every clerk should sign in when shift begins, this function can record staff attendance and create an attendance report

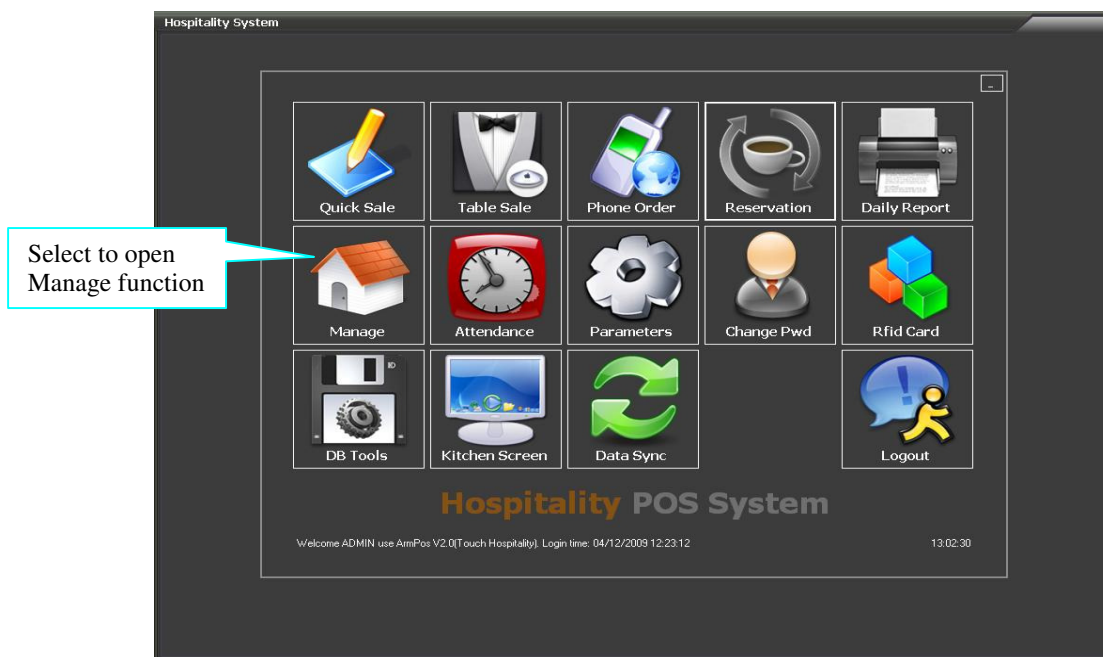


The following window will open:



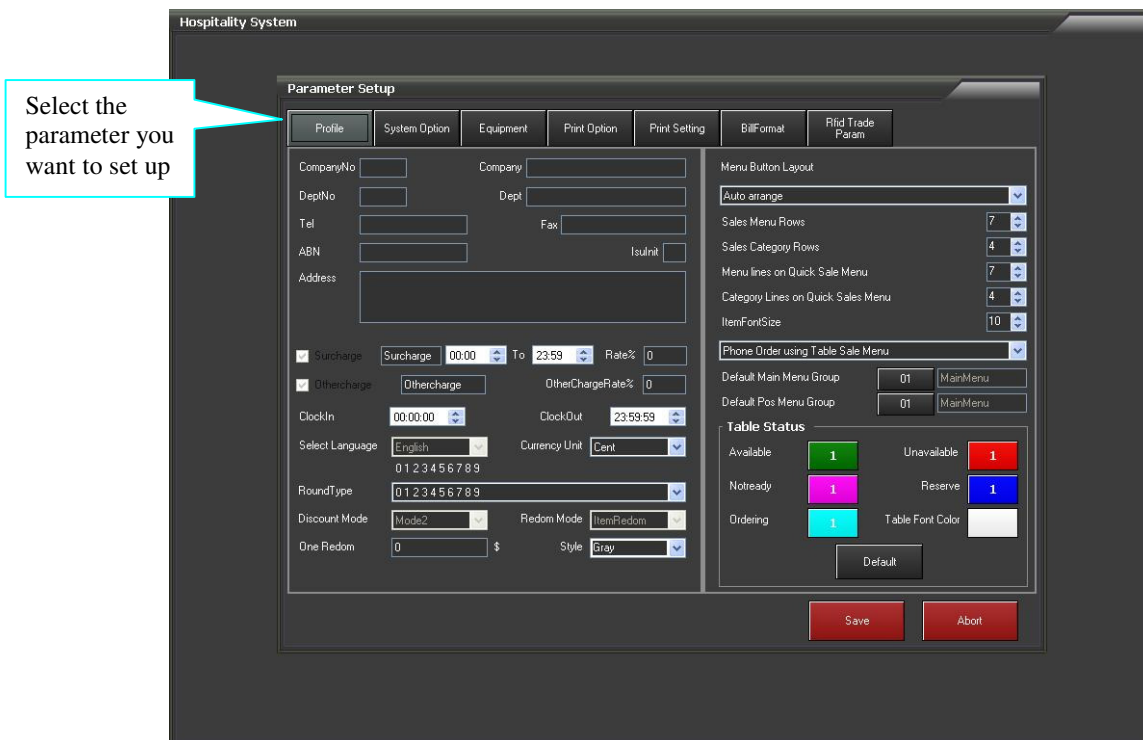
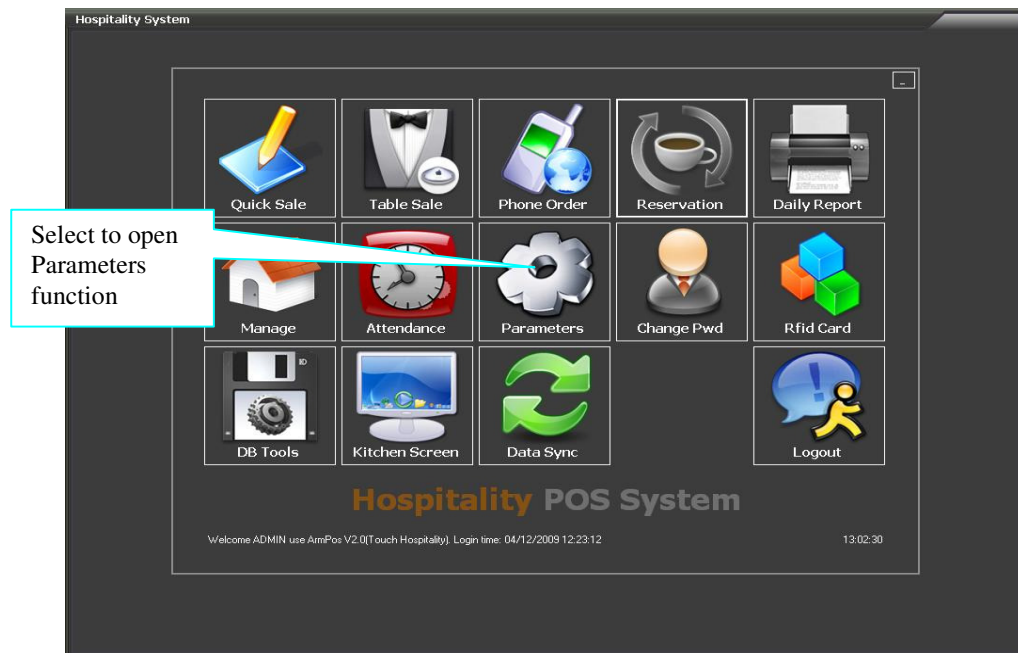
Manage

- Menu setup: setup all menu items, categories and instruction links in menu setup, including its properties, colour, font, position, relations, etc. In description, description1 refers to the item in English; description2 can be used to translate the item from English to Chinese, if the customer requires this.
 - Table setup: create table position and size layout according to the restaurant
 - Printer setup: setup printer connection parameters
- User setup: setup clerk and manager



Parameters

- Profile: setup company details, sale interface layout and some basic properties
- Equipment: connection parameters set up for cash drawers, customer display and server
- Print Option: print option and pre-set printer selection
- Print Setting: Print lay-out set-up for bill and tax invoice



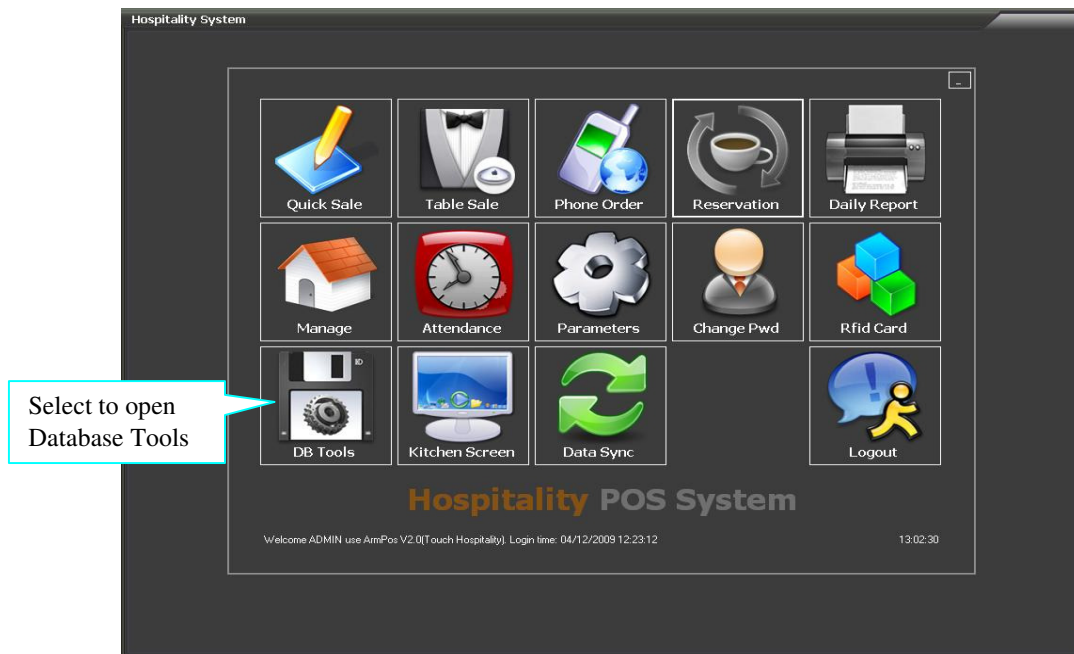
Change PWD

Change the password of the current user

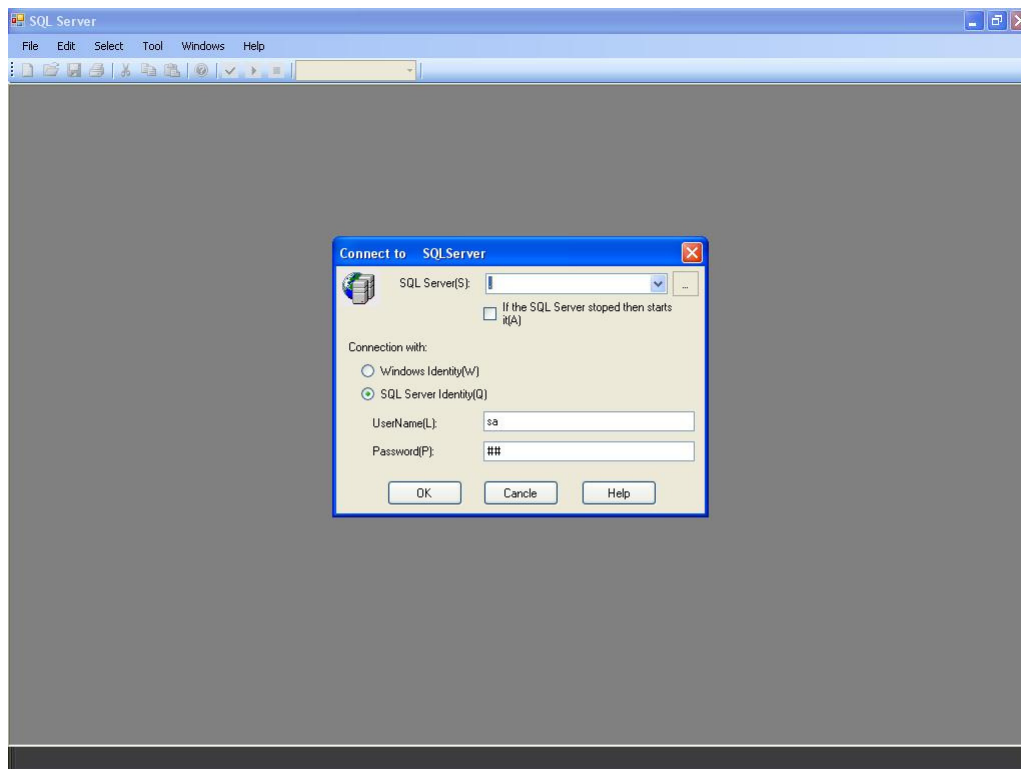


Database Tools

Access to SQL server analyser for database maintenance



The following window should open:

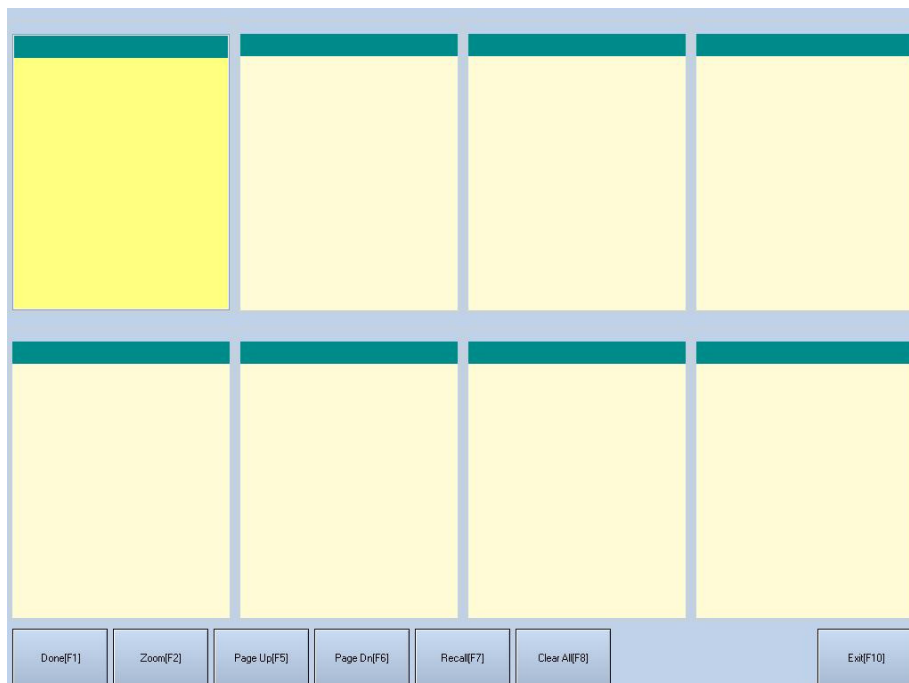


Kitchen Screen

This is used by the kitchen staff to notify them when an order has been placed, they can scroll through this screen to see what orders need to be completed, and delete them once they are completed.



The following screen should open:



Logout

Logout of ArmPos



Demo steps:

1. Brief Introductions of all sections
2. Perform Table sale operation
 - Select Table
 - Choose different types of menu items, click balance
 - Finish payment
 - Refund
 - Perform 'how to make phone order'
3. Daily report
 - How to create required daily reports
 - How to monitor clerk shifts
4. Manage
 - How to setup menu, user and printer
5. Parameter setup
 - How to create required daily reports
- How to manage clerk shifts