

iCAFE - PocketPos

Introduction

PocketPOS is an optional version of the iPOS system designed to be run on the new Pocket PC Platform. Pocket PC's are mobile devices that run a cut down version of Windows called Pocket PC 2003 (previously known as Windows CE). These devices have copies of Word, Excel, Outlook and Pocket Internet Explorer (PIE). It is this last program (PIE) which makes using the Pocket PC possible. Pocket PC's have a small screen size. Slightly smaller than half a normal screen, it provides some challenges to make normal screen size program run on the Pocket PC, which is why we have built a separate program called PocketPOS.

What PocketPOS does

Pocket POS is not a complete version of iPOS, there are a number of features which are not available from the POCKET POS.

The POCKET POS is not able to • Settle Tables (cash draw is at the counter) • Print Receipts • Void Items from the Dockets

It is therefore seen that Pocket POS is an add-on to iPOS and should not be considered to be used without access to a normal iPOS system.

To handle the screen size Pocket POS does do some things slightly differently. Not everything can fit onto the screen at once. Therefore, it is important when taking to order to minimize the number of times you have the screen refresh; you can improve order taking speed by entering all of the orders for the same department at once. (For example Seat 1 and 3 are having beers, Seat 2 is having a wine, enter Seat 1 and 3 at the same time, then switch to wines and add seat 2 drink).

Pocket POS is suitable only for experienced iPOS operators and should not be considered to be the default system. In a store it would be recommended that Pocket POS is used to compliment the iPOS system and help you extend your reach in tricky places, like outdoor dining.

The POCKET POS software can also run on a normal computer, and is included with iPOS even if you don't have any Pocket PC's. The window will shrink to Pocket PC size so you can get an idea of how to use Pocket POS before you decide to buy the hardware. Pocket POS and iPOS are integrated; Orders taken on the Pocket PC can be modified and settled on iPOS and orders started on iPOS and can continued on the Pocket PC.

Pocket PC - Hardware

There are many manufacturers of the Pocket PC's. The Pocket PC is a standards based device so the difference between manufacturers are minimal and any new Pocket PC with a built in Wireless Network Card will run PocketPOS perfectly.

To connect your Pocket PC to the network you will need to have a Wireless Base Station. This base

station connects into the network hub/switch and provides the radio communications to the Pocket PC. One base station can support up to 64 Pocket PC's.

The location of the Wireless Base Station will greatly affect its performance. The system is working on Radio waves so anything that affects normal radio will affect the Pocket PC. Placing the Base Station high and in the middle of the service area is best. Think walls, floors and the large amounts of steel in kitchens will affect the ability to get a signal.

A single base station will easily communicate with devices some 50m away (line of sight). If walls, floors and or kitchen areas get in the way a second base station may be needed to fill in the dead spots.

Upgrading the iPOS Server

Each Pocket PC is seen as a computer on the network by the iPOS server. Windows XP has a limit of 5 concurrent connections at any one time to iPOS. (This is not a limit imposed by Imagatec but by Microsoft). Therefore if you are considering installing Pocket PCs you may need to upgrade your iPOS server to Windows Server 2003 to remove the limit of the number of connections you can have.

The upgrade requirement is only to remove the limit on the number of connections. A performance boost will also gained if extra RAM is added to the server once it is running Windows Server.

How to use PocketPOS

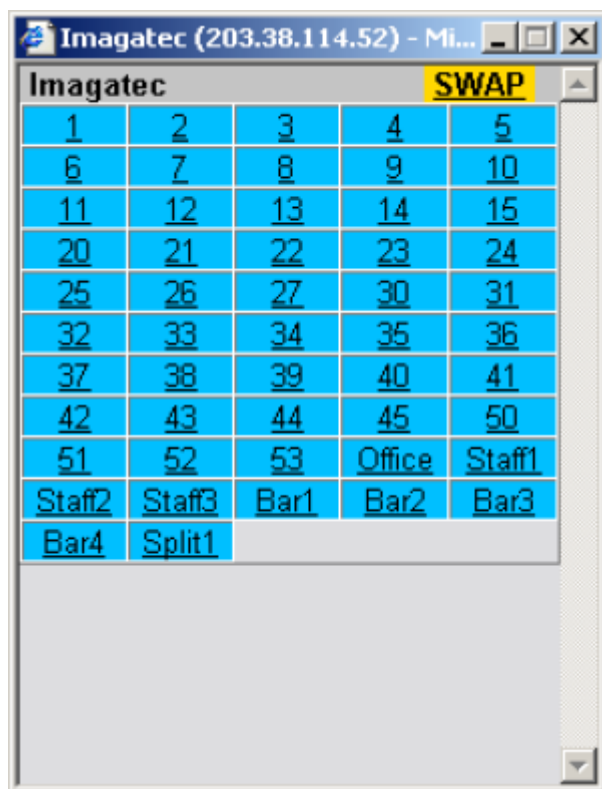
Turn on your Pocket PC.

With the Pen Tap the Windows ICON and select Internet Explorer.

You can also use PocketPOS on any iPOS workstation by logging in and selecting it from the POS menu.

These screen shots have been taken from the PocketPOS running on a normal Workstation.

Table Selection



The first screen just like in iPOS is the floor plan. Unlike iPOS there is not enough screen space to show the floor plan as a graphic so instead the tables are displayed in this grid.

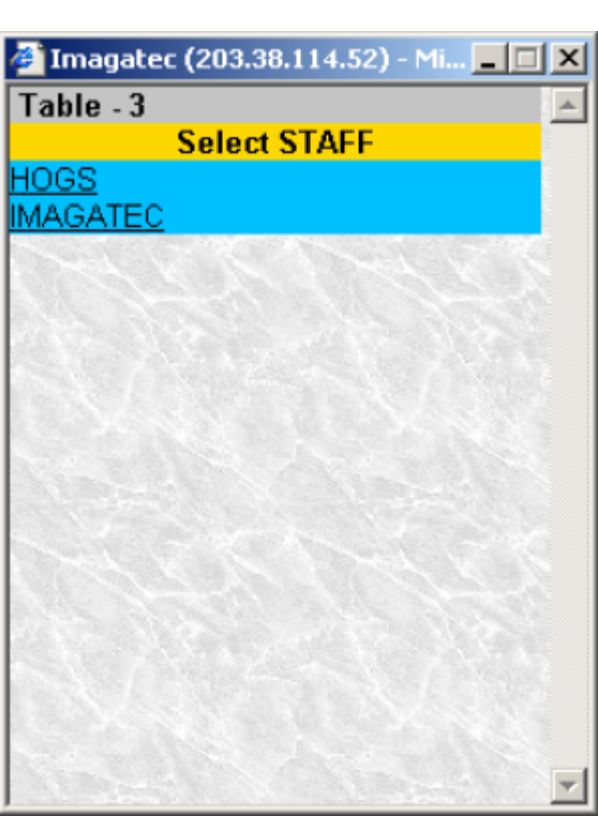
The colour coding for Tables remains the same. In this example all of the tables are empty (Blue).

Tap the Table Number to select it. Tapping a Blue table will open a NEW Order.

**HINT. Look for the underline. This will indicate that this is something you can tap. Also you need to tap what is underlined the space around it won't work. (You need to take some care as some of the targets are small).*

Tap the HOME button on the bottom of the Pocket PC Screen to return to this screen at any time.

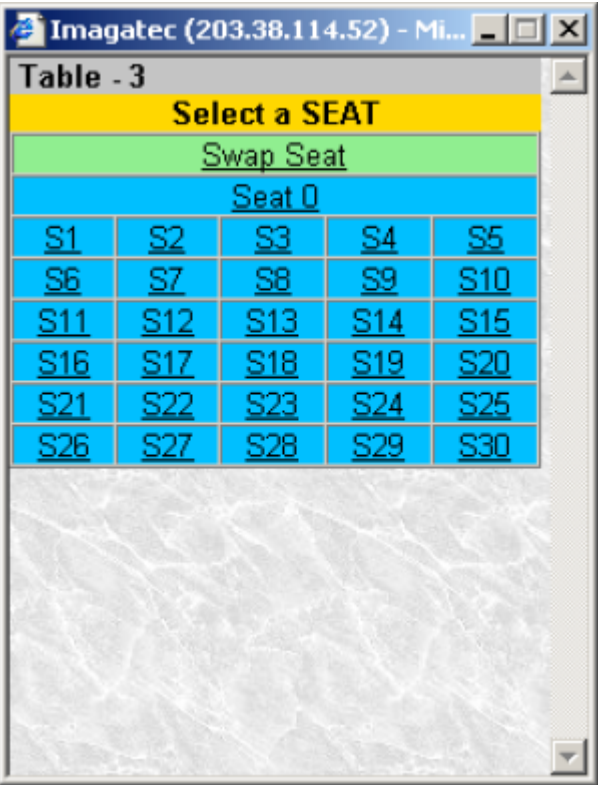
Staff Selection



Just like with iPOS you need to tell the system who you are so that the Sales are correctly added to your Contest and PPA totals.

The names are presented in alphabetically order.

Seat Selection



This should be a familiar screen to users of iPOS. The Seats are set out in the same grid as in iPOS, and the purpose is the same. Select the seat of the guest whose order you are going to take next.

Just like in regular iPOS, PocketPOS has multiple ways of changes the set number. But you can always get back to this screen and select the seat number here.

Seat Selection is important in iPOS, it is even more so in PocketPOS. The screen size is very restricted so to limit what is presented data entry is done 1 seat at a time.

Tap the seat number of the guest.

Product Selection



Tap the department to see the items in that department.

In this case we have tapped Appetisers and we can now tap Bruschetta to add that to the order.

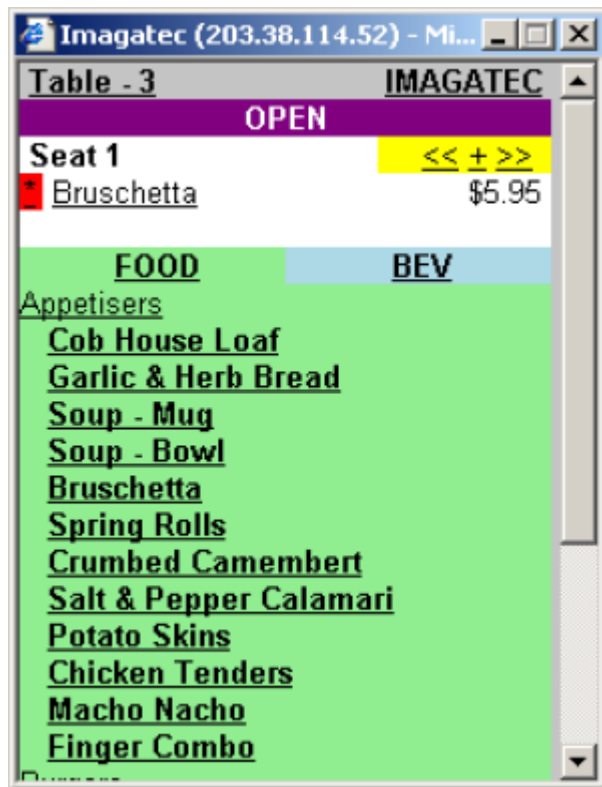
**HINT: The restricted screen size means that in many cases a lot of information will not be directly visible. Since we opened the Appetisers Department all of the other Departments have dropped off the bottom of the screen. You will have to scroll down to see them.*

Scrolling is an important skill in using the PocketPC.

The Pocket PC has 2 ways you can scroll.

1. The standard scroll bar on the side of the screen will work. You can tap the area above or under the bar to scroll per page, You can tap and drag the bar itself to scroll up and down.
2. The Pocket PC also has cursor button on the case itself. This joystick looking button will let you scroll up and down quickly. You will find that the button is perfectly positioned for the thumb of the hand holding the Pocket PC to be able to rock the button up and down for scrolling, leaving your pen free to do the tapping.

Deleting a Product



Just like with iPOS you can delete an item from the order as long as the docket has not been saved and printed. Items that can be deleted from this order are marked with the *.

The Red background indicates that you can tap here to delete. On other screens the * is not red which is just indicated that the product has not yet been printed.

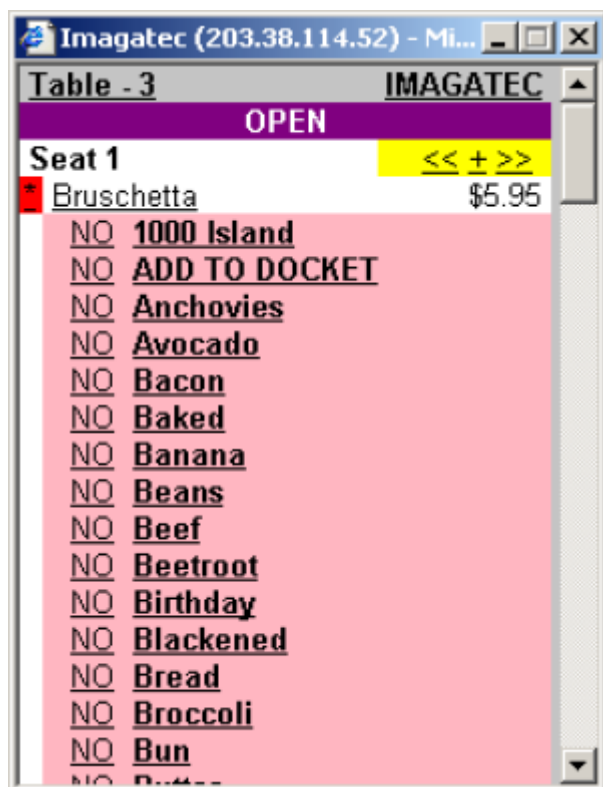
Changing Seats

The controls for changing seats have a yellow background.

- Tap » to increase the Seat Number by 1
- Tap « to decrease the Seat Number by 1
- Tap ± return to the Seat Selection Screen.

When using « or » the Department List will stay open at its current selection. You can use this feature to your advantage by entering everyone Appetisers or Drinks at the same time by just change Seats.

Prep Screens



On iPOS if you wanted to add Prep Items to this product you would touch the PREP button. In PocketPOS there is not enough room to have a PREP button, so instead tapping the product itself will open the list of prep items.

Prep lists are long, you will have to scroll up and down to find the items you want.

Tap the prep item to add it under the selected product. Tapping the NO target in front of the prep item will add a NO line for that prep item.

Special Prep Items

Some products have a scripted set of prep items that must be selected each time. The Best example for this is the Prime Rib. When you select a Prime Rib the system will automatically prompt you for the Temperature, Potato, Vege/Salad and Dressing.

Build the order by changing seats and departments and selecting products as required. To start with you may find it easier to build the order one seat at a time, As you get more proficient with the system you will be able to slip between seats with ease and build a number of seats at the same time.

Table Review

To review you whole table at anytime tap the word Table in the top left corner of the screen.

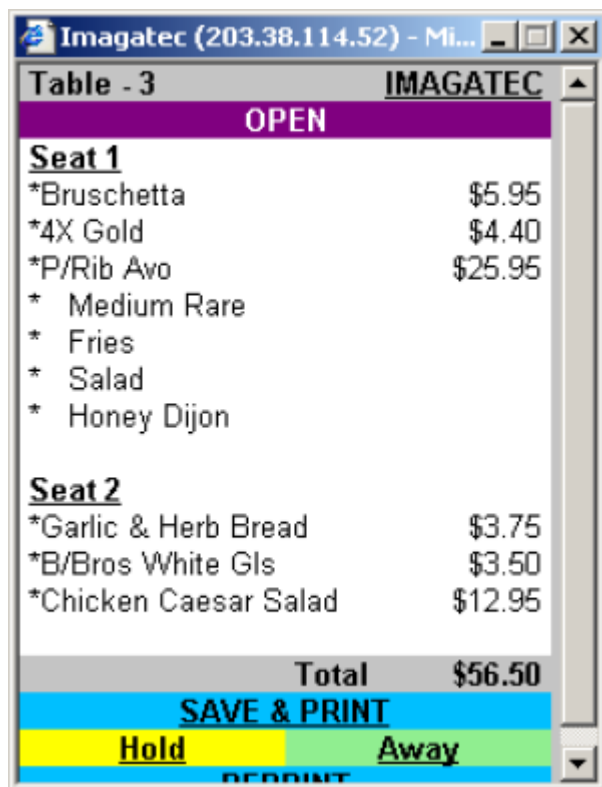


Table - 3	
IMAGATEC	
OPEN	
<u>Seat 1</u>	
*Bruschetta	\$5.95
*4X Gold	\$4.40
*P/Rib Avo	\$25.95
* Medium Rare	
* Fries	
* Salad	
* Honey Dijon	
<u>Seat 2</u>	
*Garlic & Herb Bread	\$3.75
*B/Bros White Gls	\$3.50
*Chicken Caesar Salad	\$12.95
Total	\$56.50
SAVE & PRINT	
Hold	Away

Products cannot be added or deleted from this screen. To make these changes you need to select a Seat which can be done by tapping the underlined Seat Numbers.

Saving & Printing

Once the Table has been reviewed and everything is correct it is time to save and print the order. To do this Tap Save & Print.

The screen will return to the Floor plan ready to select another table.

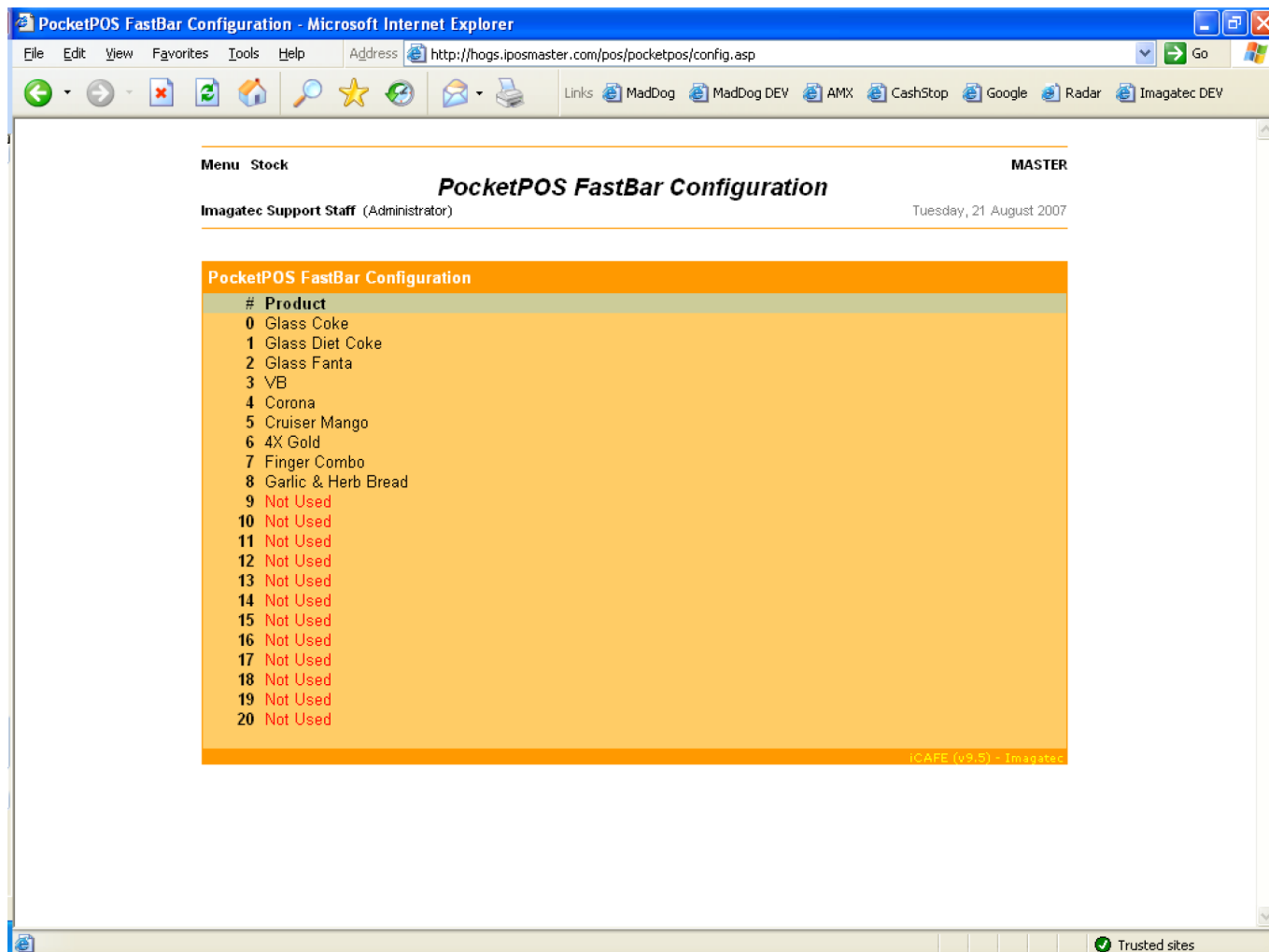
How to use PocketPOS FastBar

(Feature available from v9.5 Aug 2007)

PocketPOS now has a new FastBar feature. If your menu is complicated you might find the small screen of the PocketPOS a little slow and cumbersome. The FastBar feature allows you to use the PocketPOS system for a different purpose. In this case the FastBar can be used for a staff member dedicated to getting those first drinks and entrees. The FastBar system lets you select 20 of your top selling items for quick selection.

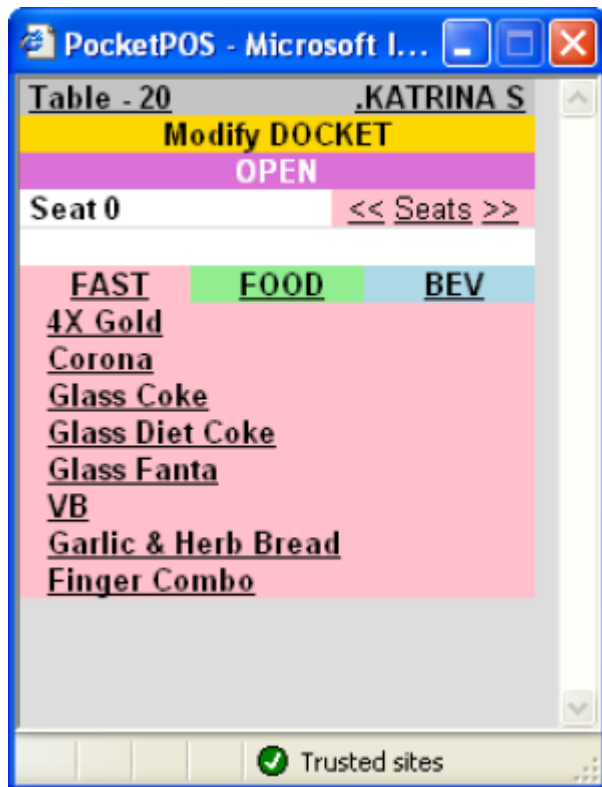
Setting up PocketPOS FastBar

Login to the Back Office. From the Left Hand Menu under Configuration select PocketPOS.



Select an open slot (Marked "Not Used"). And find the product from the pulldown list. Click Save. Keep doing this until you have filled the list with as many products that you want on the PocketPOS FastBar.

Using PocketPOS Fastbar



Once the FastBar feature has been configured it will change the Product Selection screen by adding a new FAST tab to the screen.

By default the Production selection screen will show the new FastBar. You can still access the full PocketPOS system through the FOOD and BEV tabs.

The new FAST tab shows all the items on the FastBar. If your guests order what is on this page then you can complete the order without leaving this page, making the process much faster.

Remember that to change to the next seat you click » which is a real time saver and allows you to keep using the Seat Numbers which is important for service standards and cover counting.

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