iCAFE - Split Bills

Introduction

Many Restaurants have a NO SPLIT Bill policy. In designing iPOS we have recognized the hassle that splitting bills causes for the staff and we have also seen the opportunity for increased customer service if we could produce tools that would allow for bills to be split easily.

There are 2 tools that iPOS use for this. The first is the docket layout. By making the staff enter food by seat we can not only capture the correct cover count, and avoid auctioning meals at the table, we can also total each seat so that each guest does not have to work out their share of the bill. This is a standard feature and requires no special effort on behalf of the staff to produce.

Over and above that is this new feature of actually splitting bills. This feature is useful when one or more of the guests at a table have to leave early. Those seats can be split from the existing table and settled separately leaving the table open and ready for that next round of drinks.

The Split Bills feature can also be used to transfer a party to another table.

How it works
On the floor plan 2 new buttons have been added. SPLIT (next to SWAP) and Split1 near the office and Staff buttons. The seats in the split will appear in the Split1 table which you can then settle in the normal way.

Procedure – How To Split A Bill

From the floor plan.
Touch SPLIT.
Touch the TABLE to be split.
The system will open the docket.
Select the seats to be split.
You can only select seats that are purple (are being used).
You can touch the seat a second time to unselect that seat if you make a mistake.
Touch DONE when you are complete.

The system will now take a moment to move those chosen seats to the table Split1 and calculate the new table totals for both tables.

Touch Split1 to open that table, you can now add more items or settle the table in the normal way.

Procedure – How to turn ON/OFF the Split Bill feature

LOGIN to the system using your **LOGIN** and **PASSWORD**.
Select Restaurant from the Configuration Menu.
Tick the box next to Split Bills to turn it on. Clear the tick to turn it off.
Click Save.

If the feature has been turned off the SPLIT and Split1 buttons will be removed from the floor plan.