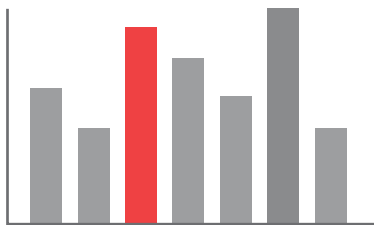
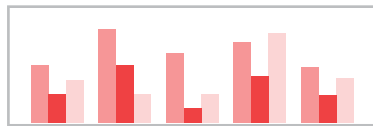
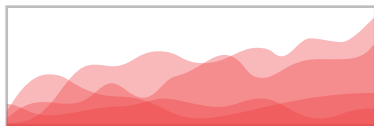


ACCOUNT SALES • LABOUR REPORT • KTS REPORT • DAILY SUMMARY
TAKINGS THIS TERMINAL • SALES • TOTAL TAKINGS PER DRAWER
BY CATEGORY • ITEM SOLD REPORT • STAFF SALES

PLUS
REPORT
HOURLY
SALES
DISCOUNTS
REPORT
LABOUR \$
LABOUR
HOURS
\$

REPORTING GUIDE



YEAR
ON YEAR
AUDIT
TRANSACTION
JOURNAL
NO SALES
ITEMS
SOLD
STOCK
%

DISCOUNTS • SURCHARGE • COVERS • \$/HEAD • TRANSACTIONS
DEBTOR PAYMENTS • DEBTOR SALES • AVERAGE TRANSACTION

REPORTING ECOSYSTEM



Control Centre

Accessible from anywhere. Out of the business, not out of the loop.



OfficeMate

Back of House Software: the full suite of reports as well as the ability to make modifications to the menu.



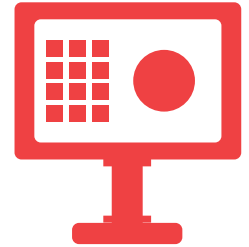
StockMate

Handle stocktakes while the business is in operation - no need to close for the service.



MultiSite

Head office reporting, multisite menu management as well as multi-site customer loyalty.

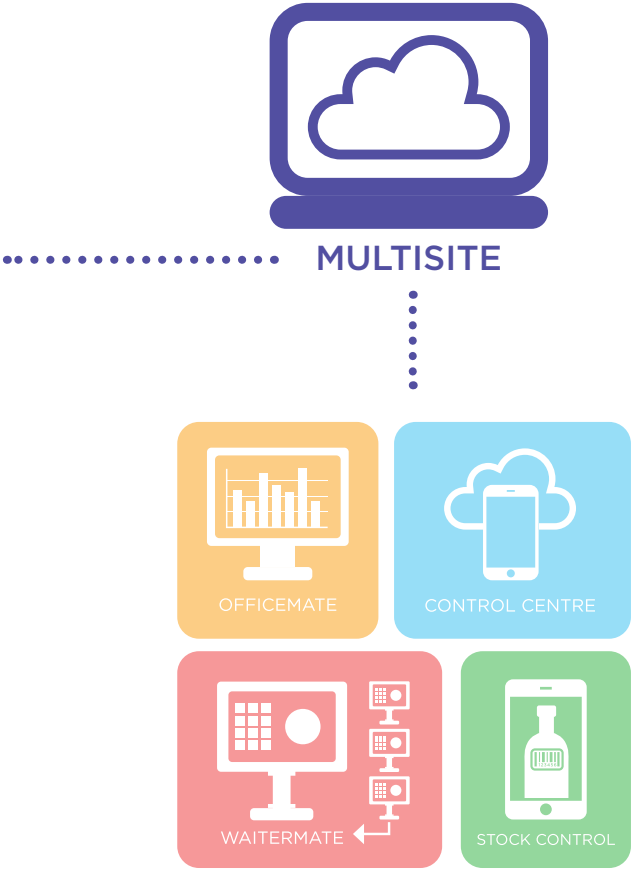


WaiterMate

The front end of POS: the main portal of POS that staff and management use on an everyday basis.

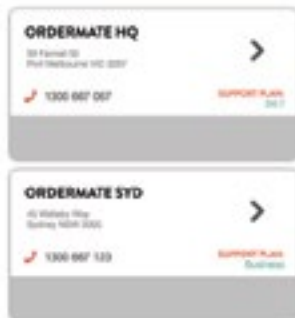
**Reports available on all platforms,
when you need it most.**

Helping you to make decisions on the fly and
analyse your business' growth.



CONTROL CENTRE

MULTISITE



USER REVIEW



"From start to finish OrderMate has fulfilled our needs and requirements. We loved the personalised service."
- Geraldine ★★★★★



Attend to customer feedback as soon as possible. Stay in control.



WEATHER



23°C
Partly Cloudy



17°C
Afternoon Fog

Plan your week of trade, factoring in external elements













BUSINESS VITALS





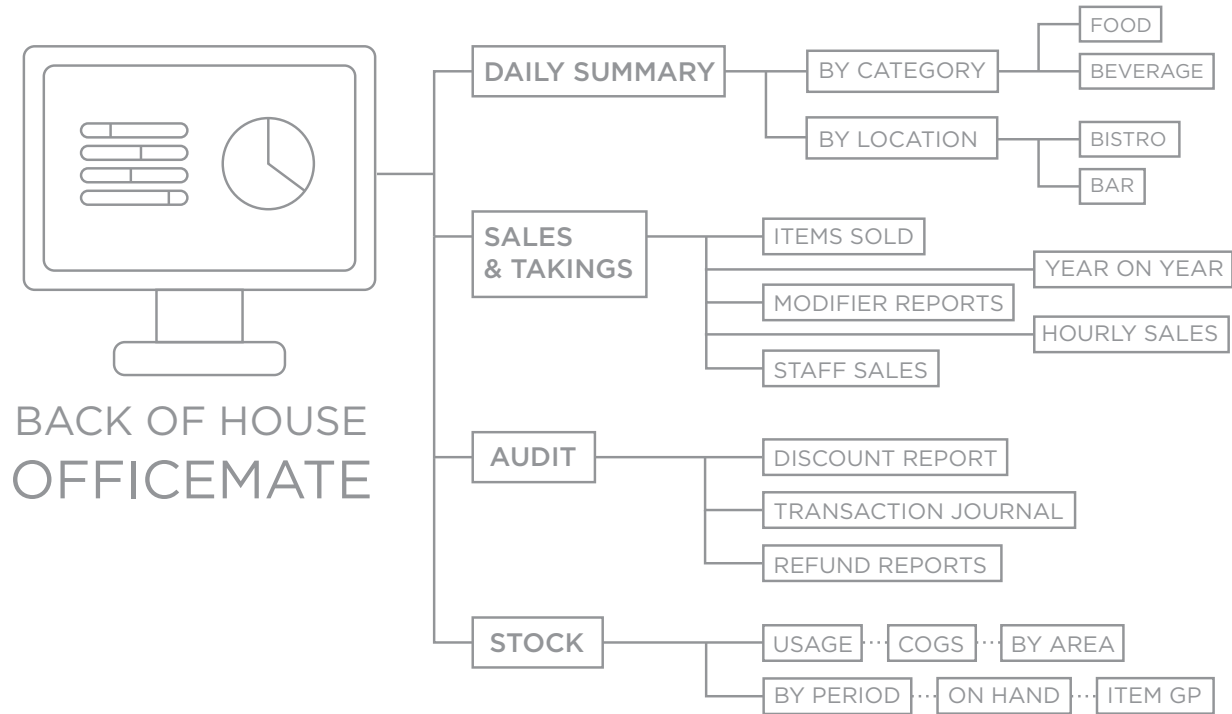
BUSINESS VITALS

CONTROL CENTRE

 DISCOUNTS Dollar value of discounts in terms of cost to the business	 SURCHARGES Dollar value of applied surcharges eg. credit card and public holiday	 COVERS The number of customers allocated to table orders	 \$ / HEAD Daily sales against number of covers
 # ITEMS SOLD Total number of items sold	 AVG TRANS Daily sales against number of transactions	 DEBTOR SALES Accounts that have been sent to a debtor	 DEBTOR PAYMNT Payments made to debtors
 LABOUR \$ Labour hours multiplied by pay rate	 LABOUR HRS Total clocked on hours	 \$ / LABOUR HR The amount of labour dollars by labour hours	 NO SALES Times the cash drawer has opened without payment being made



OFFICEMATE REPORTS





DAILY SUMMARY BY CATEGORY

OFFICEMATE REPORTS

Daily summary of takings for the week, includes percentage of sales separated by Categories.
View a summary of sales, debtor activity, productivity and reconciliations for a week.

Day Total	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total
Beverage Sales*^	\$95.18	\$26.82	\$160.67	\$235.88	\$737.75	\$397.93	\$181.34	\$1835.57
Beverage %	13%	10%	11%	14%	20%	15%	10%	15%
Beverage Disc	\$3.00	\$0.00	\$12.08	\$12.50	\$10.75	\$23.34	\$0.00	\$61.67
Beverage Sur	-\$3.20	\$0.00	-\$1.32	-\$3.97	-\$2.28	-\$0.56	-\$3.47	-\$14.80
Beverage Ref	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Beverage Volume	7	4	17	33	82	48	27	218
Food Sales*^	\$642.54	\$240.00	\$1294.78	\$1447.37	\$3034.86	\$2328.19	\$1717.30	\$10705.04
Food %	87%	90%	89%	86%	80%	85%	90%	85%
Food Disc	\$110.50	\$39.00	\$198.42	\$223.50	\$257.88	\$319.44	\$268.00	\$1416.73
Food Sur	-\$24.79	-\$3.00	-\$57.68	-\$58.86	-\$52.22	-\$58.44	-\$74.53	-\$329.52
Food Ref	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Food Volume	73	29	139	160.5	331	271	199	1,202.5
Volume	80	33	156	193.5	413	319	226	1,420.5
Sales Ex Tax^	\$737.72	\$266.82	\$1455.45	\$1683.25	\$3772.61	\$2726.11	\$1898.64	\$12540.61
Discounts	\$113.50	\$39.00	\$210.50	\$236.00	\$268.63	\$342.78	\$268.00	\$1478.40
Surcharges	\$27.99	\$3.00	\$59.00	\$62.83	\$54.50	\$59.00	\$78.00	\$344.32
Tax	\$73.77	\$26.68	\$145.55	\$168.33	\$377.26	\$272.61	\$189.86	\$1254.06
Sales Inc Tax^	\$811.49	\$293.50	\$1601.00	\$1851.58	\$4149.88	\$2998.73	\$2088.50	\$13794.67
Covers	6	3	17	22	70	51	23	192
\$ / Head	\$29.47	\$31.67	\$31.10	\$33.60	\$37.52	\$30.70	\$32.06	\$33.69

Every item is allocated to a category. Once it is sold it will appear on this report



SALES & TAKINGS: ITEM SOLD REPORT

OFFICEMATE REPORTS

Item Sold Report can be refined by a specific date range, or by the Daily, Weekly, Monthly, Quarterly or Yearly filter. Advanced filters allow the operator to focus the search by time period, shift, item category, item name.

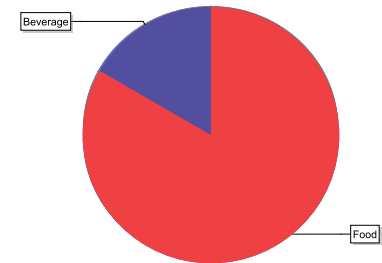
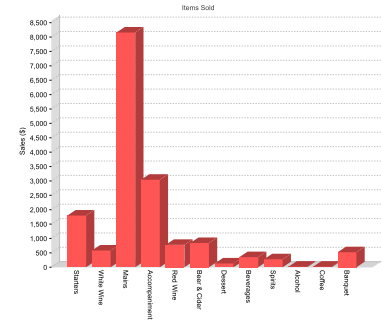
Menu
Section

White Wine

Category
totals for
the period.

Menu Item	Size	Portion	Category	Unit Price	Quantity Sold	Sales	% of Sales
Annie's Lane Riesling	Glass	Whole	Beverage	\$8.50	2	\$17.00	2.9%
Bespoke Vineyards Sauv Blanc	Glass	Whole	Beverage	\$7.50	2	\$15.00	2.6%
Coldstreamhills Chardonnay	Bottle	Whole	Beverage	\$48.00	1	\$48.00	8.3%
Domian Chandon Brut	Bottle	Whole	Beverage	\$60.00	1	\$60.00	10.3%
Rothbury Estate Sauv Blanc	Glass	Whole	Beverage	\$6.50	8	\$52.00	8.9%
Rothbury Estate Sauv Blanc	Bottle	Whole	Beverage	\$24.08	2	\$48.16	8.3%
Squealing Pig Sauv Blanc	Bottle	Whole	Beverage	\$40.00	3	\$120.00	20.6%
T.Gallant Cape Schank Pinot Grigio	Glass	Whole	Beverage	\$8.00	2	\$16.00	2.8%
Upside Down Sauv Blanc	Glass	Whole	Beverage	\$8.00	9	\$72.00	12.4%
Upside Down Sauv Blanc	Bottle	Whole	Beverage	\$32.00	2	\$64.00	

% of sales per
menu section
as well as
quantity sold



MAJOR BENEFITS

- Great for analysing individual items and forecasting for the future.
- Writing new menus: great to look back and assess the sales history of various menu sections.



STAFF SALES

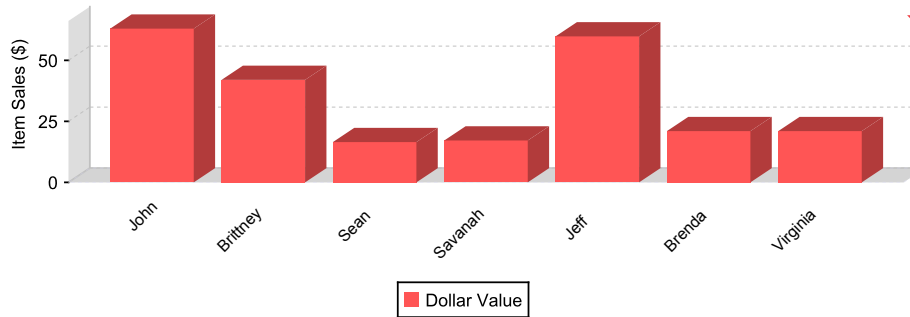
OFFICEMATE REPORTS

Specific menu items sold by a staff member during a period. Run a comparison of staff sales for specific items.

Salumi Selection (Serve)

User

	Quantity Sold	Dollar Value
John	3	\$63.00
Brittney	2	\$42.00
Sean	1	\$16.50
Savanah	1	\$17.16
Jeff	3	\$59.82
Brenda	1	\$21.00
Virginia	1	\$21.00
Total	12	\$240.48



Build incentives and competitions around staff who sell in excess of a specific item.



MODIFIER REPORTS

OFFICEMATE REPORTS

Shows all the pluses or options sold within a specific menu category.

Pizza (Regular)

Name	Price	Quantity	\$ Sold
Anchovies	\$ 1.00	1.0	\$ 1.00
Avocado	\$ 2.00	1.0	\$ 2.00
BBQ Sauce	\$ 1.00	2.0	\$ 2.00
Cheese	\$ 0.50	1.0	\$ 0.50
Chilli Flakes	\$ 0.00	1.0	\$ 0.00
Egg	\$ 1.00	1.0	\$ 1.00
Fetta Cheese	\$ 1.50	1.0	\$ 1.50
Garlic	\$ 0.00	1.0	\$ 0.00
GLUTEN FREE BASE	\$ 3.00	13.0	\$ 39.00
Ham Shredded	\$ 1.50	1.0	\$ 1.50
Mushroom	\$ 1.50	1.0	\$ 1.50
Olives	\$ 1.00	1.0	\$ 1.00
Pineapple	\$ 1.00	1.0	\$ 1.00
Prosciutto	\$ 3.00	2.0	\$ 6.00
Salami Hot	\$ 1.50	3.0	\$ 4.50
Salami Mild	\$ 1.00	1.0	\$ 1.00
Thin Base	\$ 0.00	2.0	\$ 0.00
Total:		34.0	\$ 63.50

Easily view options or plus items chosen to modify dishes: a great way to farm new ideas for future menus.

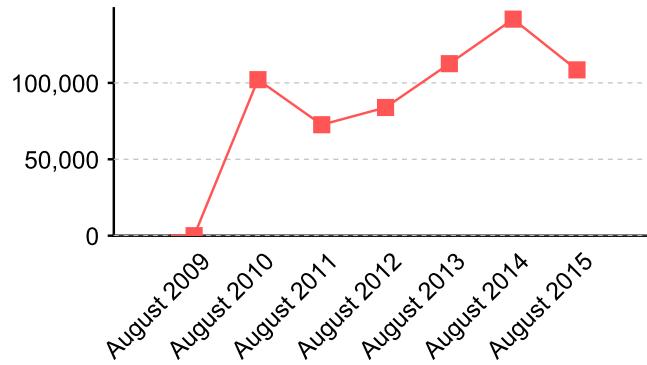


YEAR ON YEAR

OFFICEMATE REPORTS

True representation of how your business is going. Compare sales this day, week, month or quarter to previous years' data.

Date	Sales Value	Diff	Diff %
August 2010	\$102125.03	\$102125.03	
August 2011	\$72610.47	-\$29514.56	-28.90%
August 2012	\$83910.07	\$11299.60	15.56%
August 2013	\$112587.47	\$28677.40	34.18%
August 2014	\$141736.77	\$29149.30	25.89%
August 2015	\$108524.68	-\$33212.09	-23.43%



This report is a good way to assess how the business has gone from a high level, as well as predict for the future.



HOURLY SALES

OFFICEMATE REPORTS

Daily report: view sales and volume broken down by hour.

Allows you to predict staffing requirements for days and weeks ahead, revealing the flow of orders and waves of business for public holidays or times when sales may be irregular.

Hour Of Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
09:00 - 10:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10:00 - 11:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11:00 - 12:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00
12:00 - 13:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13:00 - 14:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14:00 - 15:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15:00 - 16:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16:00 - 17:00	\$0.00	\$37.41	\$0.00	\$0.00	\$0.00	\$44.50	\$0.00
17:00 - 18:00	\$190.00	\$120.50	\$39.00	\$383.00	\$908.00	\$598.45	\$362.15
18:00 - 19:00	\$908.75	\$780.50	\$552.99	\$915.52	\$783.45	\$858.50	\$1309.00
19:00 - 20:00	\$600.84	\$239.73	\$246.50	\$239.50	\$759.50	\$1874.95	\$656.54
20:00 - 21:00	\$81.50	\$356.78	\$402.00	\$163.00	\$532.50	\$450.50	\$633.25
21:00 - 22:00	\$0.00	\$0.00	\$32.00	\$0.00	\$0.00	\$188.50	\$239.21
22:00 - 23:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23:00 - 24:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
00:00 - 01:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01:00 - 02:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
02:00 - 03:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Sales by Hour:
easily identify
your busiest
periods each
week



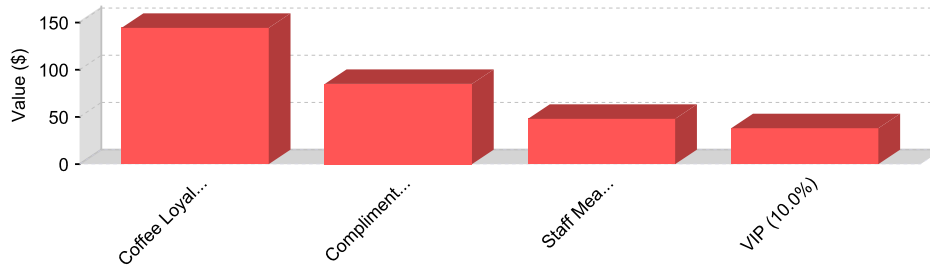
DISCOUNTS REPORT

OFFICEMATE REPORTS

Shows the different types of discounts put through within a specific date range.

Discount Report

27/07/15 07:34 AM to 25/08/15 10:38 AM



Type: pre-set,
custom or open price

Creation Date	User Name	Type	Cost	Target
25/08/15 10:36 AM	Admin	Normal	\$3.80	Cappuccino
25/08/15 10:36 AM	Admin	Normal	\$3.80	Piccolo
25/08/15 10:36 AM	Admin	Normal	\$3.80	Long Black
25/08/15 10:36 AM	Admin	Normal	\$3.80	Cafe Latte
25/08/15 10:37 AM	Frank	Normal	\$11.40	Piccolo

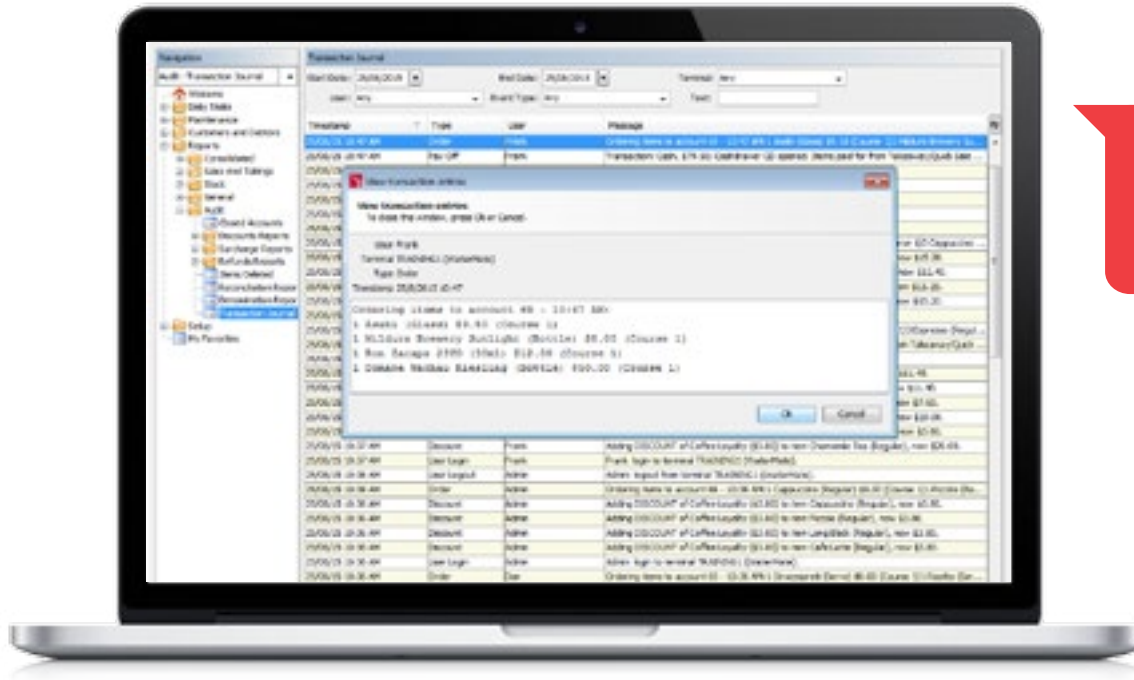
Target:
The item level or
account type that
the discount
is applied to.



TRANSACTION JOURNAL

OFFICEMATE REPORTS

The transaction journal will log each individual action done on all terminals including OfficeMate.



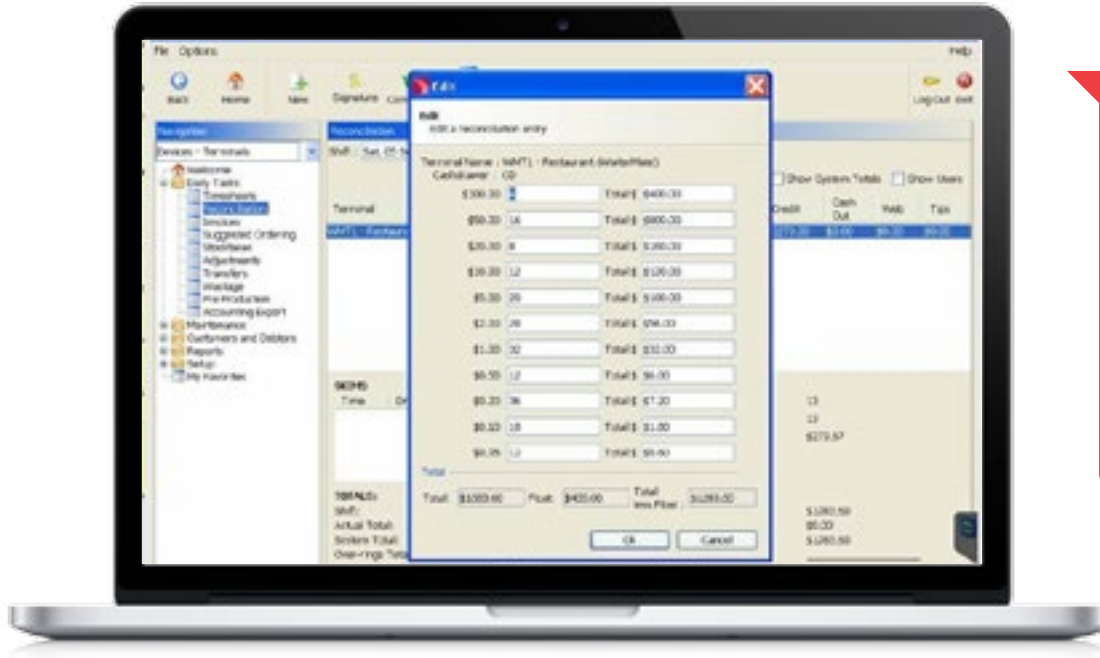
Audit everything that happens within the POS: find exactly who has done what, and when.



RECONCILIATION

OFFICEMATE REPORTS

The daily reconciliation feature in OfficeMate allows you to balance each cash drawers' totals against the systems takings totals. Otherwise known as 'Cashing Up'.



This daily task factors in all events that happen in conjunction with the cash drawers throughout the shift, such as skims, petty cash, tips etc. By completing this process it ensures that all takings at the end of the shift are accounted for and variances are identified.



TIMESHEETS

OFFICEMATE REPORTS

A range of timesheet reports that can be generated by date, employee or department.

Timesheet Summary by User

From 05/09/15 08:08 AM to 05/09/15 11:54 AM

Name	Payroll	Department	Hours	Pay
Jackie		Restaurant	7.5	\$178.00
Total:			7.5	\$178.00
Name	Payroll	Department	Hours	Pay
Jess		Restaurant	4	\$88.00
Total:			4	\$88.00
Name	Payroll	Department	Hours	Pay
Michelle		Restaurant	10	\$237.50
Total:			10	\$237.50
Name	Payroll	Department	Hours	Pay
Rebecca		Restaurant	8.5	\$153.00
Total:			8.5	\$153.00
Grand Total			30	\$478.50

At a glance you can see where your staff costs are being attributed to and whether certain staff members are working too much or too little for a specific time period.





STOCK CONTROL

STOCK CONTROL REPORTS

The OrderMate stock control module is an advanced stock management system that allows businesses to manage incoming and outgoing stock.

Features include

- Stocktakes
- Stocktake iOS App
- Multiple Stock Area Management and Reporting
- Recipe Building and Management
- Barcode Capabilities
- Par Levels for your stock
- Suggested Ordering and generated purchase orders
- Receive Invoices
- Store Supplier Information
- Wastage management
- Complimented by our accounting software integration
- Comprehensive Stock Reporting

	Menu Item	Stock Item
LONG ISLAND ICE TEA		● ● ● 5ml Cola
		● ● ● 45ml Sweet + Sour Mix
		● ● ● 30ml Triple Sec
		● ● ● 30ml Gin
		● ● ● 30ml White Rum
		● ● ● 30ml Tequila
		● ● ● 30ml Vodka



ITEM GP

STOCKMATE REPORTS

See the GP \$ Value and % Value of all of your stock items in relation to their current sell price and purchase price.

Name	Price Level	Est. Cost Inc	Est. Cost Ex	Sales	GP %	GP \$
Cocktails						
20th Century Band	Menu	\$1.62	\$1.47	\$18.00	91.0	\$14.89
42 Fruit Ninjas	Menu	\$0.43	\$0.39	\$18.00	97.6	\$15.97
Attack of the Clones	Menu	\$1.75	\$1.59	\$18.00	90.3	\$14.77
Barrell Full O'Monkeys	Menu	\$3.25	\$2.95	\$18.00	82.0	\$13.41
Bitter Chocolate	Menu	\$0.60	\$0.55	\$18.00	96.6	\$15.81
Blazing Prince	Menu	\$0.58	\$0.53	\$19.00	96.9	\$16.75
Blazing Saddles	Menu	\$4.25	\$3.87	\$18.00	76.4	\$12.50
Blood and Guts	Menu	\$0.94	\$0.86	\$19.00	95.0	\$16.41
Carthusian Flip	Menu	\$0.19	\$0.18	\$18.00	98.9	\$16.19
Clouds and Fire	Menu	\$7.56	\$6.88	\$25.00	69.7	\$15.85
Cognac Blazer	Menu	\$3.85	\$3.50	\$18.00	78.6	\$12.86
Crowded House	Menu	\$1.98	\$1.80	\$18.00	89.0	\$14.56
Curacao Punch	Menu	\$2.00	\$1.81	\$19.00	89.5	\$15.46
D/S Autumn Touch	Menu	\$1.75	\$1.59	\$0.00	0.0	-\$1.59
D/S Midas Touch	Menu	\$1.54	\$1.40	\$0.00	0.0	-\$1.40
D/S Rose-Tint	Menu	\$2.31	\$2.10	\$0.00	0.0	-\$2.10
D/S Smoking Gun	Menu	\$0.00	\$0.00	\$0.00	0.0	\$0.00

Helps to determine if the items are being sold at the desired target profit margin.



PERIOD STOCK

STOCKMATE REPORTS

Shows stock activity between stock takes for each stock area.

Area	Opening	Purchases	Closing	COGS	Sales	Sales EX
Bar	\$17,200.98	\$8,560.45	\$20,661.22	\$5,100.21	\$29,506.29	\$26,823.98
Events	\$6,080.00	\$3,096.00	\$7,176.00	\$2,605.00	\$15,860.00	\$14,418.00
Kitchen	\$2,005.00	\$566.00	\$3,067.05	\$1,056.06	\$5,073.89	\$4,309.78
	\$25,285.98	\$12,222.45	\$30,904.27	\$8,761.27	\$50,440.18	\$45,551.76

-----	% Profit	% COGS	Wastage	Stocktake	Inventory Turnover
	80.99	19.01	\$257.98	\$509.97	0.27
	30.8	8.6	\$50.90	\$206.98	0.60
	60.89	17.09	\$250.89	\$805.89	0.87
	172.68	44.7	\$559.77	\$1,522.84	1.74

Helps to determine if there are less profitable areas within your business for a given period.



STOCK USAGE

STOCKMATE REPORTS

Shows an itemised account of stock items used in a selected date range.

Item	Qty Used	Qty Wasted	Waste %	Yield Loss	Yield Loss %	Qty Adjusted	COGS (Ex GST)
Grand Marnier	340 mL	30 mL	8.82	0 mL	0.0	0 mL	\$27.72
Hellyers Road C...	45 mL	0 mL	0.0	0 mL	0.0	0 mL	\$1.76
J Cartron Peche	105 mL	0 mL	0.0	0 mL	0.0	0 mL	\$5.68
J Catron White C...	130 mL	0 mL	0.0	0 mL	0.0	0 mL	\$8.15
Licor 43	335 mL	0 mL	0.0	0 mL	0.0	0 mL	\$17.66
Maraschino	1.228 bottle	25 mL	2.91	0 mL	0.0	0 mL	\$54.65
Massanez Apricot	1.842 bottle	0 mL	0.0	0 mL	0.0	0 mL	\$75.39
Massenez Kirsch	80 mL	0 mL	0.0	0 mL	0.0	0 mL	\$7.27
Massenez Violet	390 mL	10 mL	2.56	0 mL	0.0	0 mL	\$22.79
Menthe Blancé	120 mL	0 mL	0.0	0 mL	0.0	0 mL	\$5.55
Midori	30 mL	0 mL	0.0	0 mL	0.0	0 mL	\$1.42
Mozart Black	1 bottle 500mL	0 mL	0.0	0 mL	0.0	0 mL	\$27.48
Pienne Fernand	120 mL	0 mL	0.0	0 mL	0.0	0 mL	\$97.93
PX Sherry Valdes..	70 mL	0 mL	0.0	0 mL	0.0	0 mL	\$1.76
St Germain Elder..	195 mL	0 mL	0.0	0 mL	0.0	0 mL	\$14.19
							\$586.47

Highlight any
fast or slow
moving stock
items.



COST OF GOODS SOLD (COGS)

STOCKMATE REPORTS

Shows an itemised account of all stock items sold within the selected period.
Will show the quantity sold and the cost represented by both dollar and percentage value.

Name	Size	Portion	Price Level	Qty Sold	Est. Cost	Sales	Sales (Ex GST)	GP %	GP \$
Signature...									
Margarita Cu...	Glass	Whole	Menu	1.0	\$3.78	\$19.00	\$17.27	78.12	\$13.49
				1	\$3.78	\$19.00	\$17.27	78.11	\$13.49
Aperitif/Di...									
Amaro Mont...	Glass	Whole	Menu	1.0	\$1.76	\$8.00	\$7.27	75.8	\$5.51
Campari	Glass	Whole	Menu	4.0	\$6.41	\$36.00	\$32.73	80.41	\$26.32
Fernet Branca	Glass	Whole	Menu	2.0	\$4.66	\$20.00	\$18.18	74.37	\$13.52
Lillet Blanc	Glass	Whole	Menu	1.0	\$2.92	\$8.00	\$7.27	59.83	\$4.35
Penfolds Port	Glass	Whole	Menu	1.5	\$1.44	\$12.00	\$10.91	86.8	\$9.47
				10	\$18.26	\$88.00	\$80.00	77.17	\$61.74
Beer									
Batlow	Bottle	Whole	Menu	3.0	\$7.53	\$33.00	\$30.00	74.9	\$22.47
Boags Light	Bottle	Whole	Menu	1.0	\$1.76	\$8.50	\$7.73	77.22	\$5.97
Dark Knight	Bottle	Whole	Menu	4.0	\$10.72	\$48.00	\$43.64	75.43	\$32.92
Growler	Bottle	Whole	Menu	3.0	\$8.64	\$36.00	\$32.73	73.6	\$24.09
Guinness	Bottle	Whole	Menu	9.0	\$23.49	\$108.00	\$98.18	76.08	\$74.69
Gypsy	Bottle	Whole	Menu	5.0	\$12.30	\$60.00	\$54.55	77.45	\$42.25
James Squire..	Bottle	Whole	Menu	4.0	\$9.36	\$44.00	\$40.00	76.6	\$30.64
James Squire..	Bottle	Whole	Menu	12.0	\$28.08	\$129.80	\$118.00	76.2	\$89.92
Konig Ludvig	Bottle	Whole	Menu	6.0	\$20.76	\$75.00	\$68.18	69.55	\$47.42
Koszy Pale	Bottle	Whole	Menu	19.0	\$46.36	\$209.00	\$190.00	75.6	\$143.64
Pikes	Bottle	Whole	Menu	21.0	\$60.45	\$252.00	\$229.09	73.61	\$168.64
Taxi	Bottle	Whole	Menu	19.0	\$54.72	\$228.00	\$207.27	73.6	\$152.55

This report shows values that can be compared to the Item GP report to ascertain if the products are actually being sold as the target profit margin.



SALES BY AREA

STOCKMATE REPORTS

Shows a breakdown of category sales, their sales \$ value, GP \$ value and GP % value.
It also shows relevant stock information such as Invoice fees, adjustments and wastages as dollar values.

Category	Sales	Sales (Ex GST)	Est. Cost	GP	GP %
Bar					
(Not allocated)	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Beer	\$1744.10	\$1585.55	\$400.80	\$1184.75	74.72
Mixed Drinks	\$331.80	\$301.64	\$24.96	\$276.68	91.73
Cocktails	\$30812.11	\$28011.01	\$5537.03	\$22473.98	80.23
Food	\$1899.66	\$1726.96	\$0.00	\$1726.96	100.0
Set Menu	\$680.00	\$618.18	\$64.55	\$553.63	89.56
Soft Drink	\$234.00	\$212.73	\$61.17	\$151.56	71.24
Spirits	\$4957.30	\$4506.64	\$1308.12	\$3198.52	70.97
Wine	\$1088.54	\$989.58	\$201.74	\$787.84	79.61
(Invoice Fees)	-	-	-\$29.10	-	-
(Adjustments)	-	-	\$1494.29	-	-
(Wastages)	-	-	\$134.57	-	-
	\$41747.51	\$37952.29	\$9198.13	\$30353.92	75.76
EVENTS					
(Not allocated)	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Beer	\$1744.10	\$1585.55	\$400.80	\$1184.75	74.72
Mixed Drinks	\$331.80	\$301.64	\$24.96	\$276.68	91.73
Cocktails	\$30812.11	\$28011.01	\$5537.03	\$22473.98	80.23
Functions	\$1744.10	\$1585.55	\$400.80	\$1184.75	74.72
Food	\$331.80	\$301.64	\$24.96	\$276.68	91.73
Set Menu	\$30812.11	\$28011.01	\$5537.03	\$22473.98	80.23
Soft Drink	\$1744.10	\$1585.55	\$400.80	\$1184.75	74.72

Use this report
to determine the
estimated GP for
each area



STOCK ON HAND

STOCKMATE REPORTS

Shows your current stock on hand count and the value of this stock at both an individual stock item level and as totals.

Name	Qty On Hand	Unit cost (Ex GST)	Unit cost (Inc GST)	Total cost (Ex GST)	Total cost (Inc GST)
Beer					
Angry Man Pale	21 bottle	\$2.68	\$2.95	\$56.32	\$61.95
Batlow Cider	7.774 bottles	\$2.51	\$2.76	\$19.54	\$21.50
Boags Light	24 bottles	\$1.76	\$1.94	\$42.29	\$46.52
Dark Knight	13 bottle	\$2.68	\$2.95	\$34.86	\$38.35
Growler	22.854 bottle	\$2.87	\$3.16	\$65.71	\$72.28
Guinness	35 bottles	\$2.64	\$2.90	\$92.37	\$101.61
Gypsy Pear Cider	36 bottles	\$2.46	\$2.70	\$88.50	\$97.35
James Squire Copp..19 bottle		\$2.37	\$2.61	\$45.11	\$49.62
James Squire Sun...-1 bottle		\$2.38	\$2.62	-\$2.38	-\$2.62
Konig Ludvig	35 bottle 330mL	\$3.46	\$3.80	\$121.04	\$133.15
Koszy Pale	26 bottle	\$2.49	\$2.73	\$64.61	\$71.07
Pikes	38 bottles	\$2.67	\$2.93	\$101.33	\$111.47
Samuel Cider	2.6 bottles	\$5.23	\$5.75	\$13.59	\$14.95
Taxi	17 bottle	\$2.88	\$3.16	\$48.88	\$53.76
				\$791.77	\$870.96

You can see the tally and value of your stock on hand live.





STORE RANKING REPORT

MULTISITE REPORTS

Head office reporting, multisite menu management
as well as multi-site customer loyalty.

Rank	Store	Net Sales	% Sales
1	Woolloongabba	\$83281.75	9.5%
2	Bondi Beach	\$75865.08	8.7%
3	Caulfield	\$70214.07	8.0%
4	Burwood	\$68301.36	7.8%
5	Prahran	\$53053.08	6.1%
6	Cabramatta	\$52864.31	6.1%
7	Carnegie	\$51807.66	5.9%
8	Chatswood	\$40768.26	4.7%
9	Fitzroy	\$39012.47	4.5%
10	Crows Nest	\$37968.03	4.3%
11	Diamond Creek	\$33930.50	3.9%
12	Darlinghurst	\$33368.60	3.8%
13	Armadales	\$32488.02	3.7%
14	Croydon	\$29992.04	3.4%
15	Williamstown	\$28119.50	3.2%
16	Flemington	\$27648.25	3.2%
17	Newport	\$25966.15	3.0%
18	Cremorne	\$21385.19	2.4%

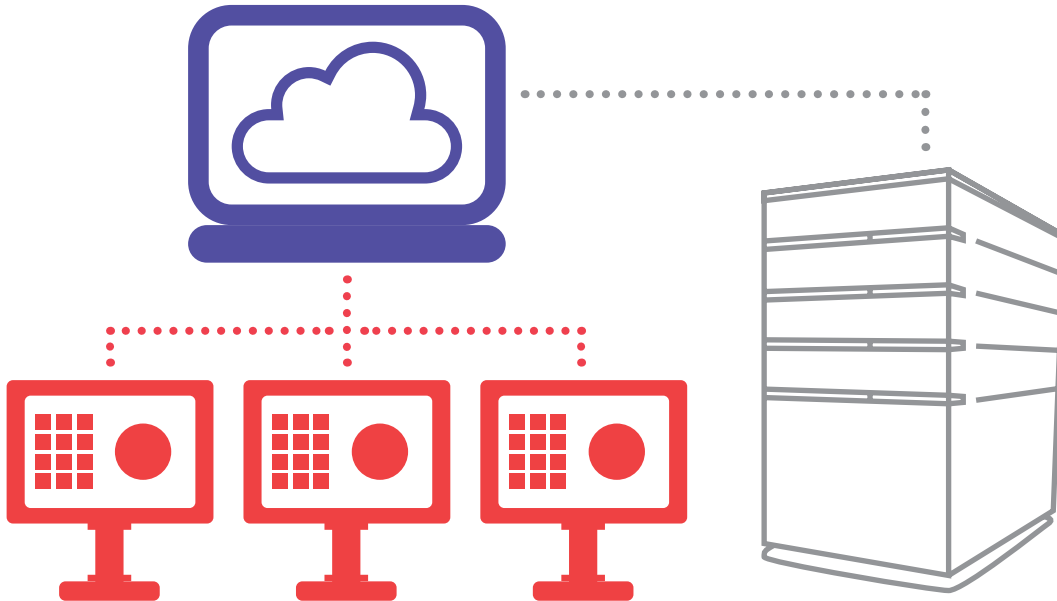
Allows you to see
which stores are the
best performers.



Woolloongabba

CUSTOM ENTERPRISE REPORTING

Integrate your POS data into
your own data warehouse.



Benefits:

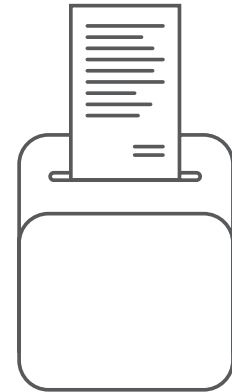
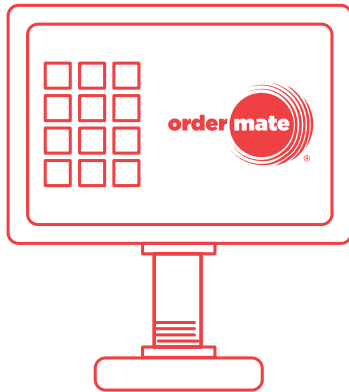
- Our in-house database experts can build a custom reporting export to suit your needs.
- Our cloud based data extractor works quickly and securely to push your data via FTP or web service.
- We will build CSV reports to your specifications, and regularly email them to you.

Speak with one of
our corporate account
managers to arrange
a quote.



SNAPSHOT REPORTING

ON DEMAND WHEN YOU NEED IT MOST





REPORTS IN WAITERMATE

VIEW & PRINT REPORTS FROM FRONT OF HOUSE



Takings this Terminal

Any payments in this shift that have been taken from this terminal, including a tip summary.



Sales

Itemised sales report, which allows you to see one shift at a time.



KTS Report

A live stats report for venues running a Kitchen or Coffee Touch Prep Screen, tracking efficiency within the business.



Takings total per cash drawer

Summary Report, which allows you to see takings from each separate drawer.



Account Sales

Breakdown of sales by account type: table, phone, delivery, takeaway, drive thru, bar tabs, online and quick sale.



Labour

Overview of the number of staff members clocked on currently, including live labour dollars, labour percentage and daily sales per labour hour.



TAKINGS THIS TERMINAL

WAITERMATE REPORTS



Any payments in this shift that has been taken from this terminal. This includes a tip summary breaking down any tips incurred during the shift both cash and card.

Tip Summary	
CASH TIPS	\$20.00
ALL CARDS TIPS	\$40.00
Card Tip Breakdown	
Amex	\$30.00
Bankcard	\$0.00
Diners	\$0.00
Mastercard	\$22.90
Visa	\$288.60
Cheque Acc	\$10.70
Savings Acc	\$55.90
ALL CARDS TOTAL INC. TIPS	\$460.80
WEB TIPS	\$0.00
Web Tip Breakdown	
PayPal	\$0.00
Aston Club	\$0.00
Clipp	\$0.00
WEB TOTAL INC. TIPS	\$0.00

TAKINGS	
OrderMate Cafe	
Shift: Wed Jul 8, 2015 - Day	
Trading day commenced : 3:00 AM	
TAKINGS FROM TERMINAL ORDERMATE (WaiterMate) - Restaurant	
Cashdrawer :	
Cash	\$465.95
Cash Total	
Skipped	\$0.00
Total	\$465.95
Credit	
Visa	\$121.24
Mastercard	\$95.84
Bankcard	\$25.40
Amex	\$0.00
Diners	\$0.00
Power Cheque	\$0.00
Debit	
Savings Acc	\$152.91
Cheque Acc	\$45.20
Internet Prepayment	\$7.65
ALL CARDS TOTAL	\$0.00
Web Payments	\$174.15
PayPal	\$0.00
Aston Club	\$0.00
Clipp	\$0.00
TOTAL	\$640.90
Tip Summary	
CASH TIPS	\$20.00



TOTAL TAKINGS

WAITERMATE REPORTS



Summary Report, which allows you to see takings from each separate drawer.

Shift: Wed Jul 8, 2015 - Day
Trading day commenced : 3:00 AM

CD	\$640.10
CD1	\$793.70
Officedrawer	\$0.00

Total:\$1433.80
Cash Tips:\$24.60
Card Tips:\$8.60
Web Tips:\$0.00
Total Tips:\$33.20

*** All Cashdrawers***

Shift: Wed Jul 8, 2015 - Day
Trading day commenced : 3:00 AM

CD	\$640.10
CD1	\$793.70
Officedrawer	\$0.00

Total:\$1433.80
Cash Tips:\$24.60
Card Tips:\$8.60
Web Tips:\$0.00
Total Tips:\$33.20
Deleted Items:\$100.10
Refunded Items:\$0.00
Refunded Previous Items:\$0.00
No Sales:32

Nett Cust Acc Added	\$0.00
Nett Cust Acc Paid	\$0.00

Discounts:

Open Price Discount (\$0.00)	\$26.06 (14 times)
Friends (10.0%)	\$13.20 (11 times)
VIP (10.0%)	\$2.80 (4 times)
staff (50.0%)	\$5.00 (1 times)

MAJOR BENEFITS

- On demand when you need it most.
- Looking at reports with quick access, without going into OfficeMate (Back Of House)



SALES

WAITERMATE REPORTS



Itemised Sales Report

Allows you
to see one shift
at a time.

*** Sales ***	
OrderMate Cafe	
Shift: Wed, 08 Jul - Day	
Coffee	
BabyCino	5 - \$7.00
Mocha	4 - \$14.50
Joe Coffee	2 - \$9.50
Flat white	17 - \$85.65
Joe Chocolate	1 - \$5.00
Cafe Latte	50 - \$177.30
Piccolo	3 - \$8.75
Double Espresso	2 - \$5.30
English Breakfast Tea	5 - \$18.80
Long Black	6 - \$20.00
Hot Chocolate	12 - \$49.50
Chai Latte	7 - \$25.50
Earl Grey Tea	2 - \$7.00
Cappuccino	45 - \$154.05
Short Macchiato	1 - \$2.00
Passerino Tea	2 - \$7.00
Total	164 - \$575.85
Pastry	
Cake Slice	1 - \$5.95
Paccetta	4 - \$28.90
Croissant feta cheese	3 - \$15.65
Muffin	5 - \$27.35
Banana Cake Slice	2 - \$7.90
Raisin Toast	2 - \$11.80
Macaron	9 - \$28.60
Cookies	1 - \$3.00
Individual	11 - \$54.45

Croissant plain	2 - \$6.30
Muffin Large	7 - \$27.65
Lebanese Pie	1 - \$3.60
Total	11 - \$275.80
Served in Bread	
Hanger Oven Souvlaki Lamb	2 - \$19.80
Hanger Beef Burger	2 - \$31.80
Total	4 - \$71.60
Starters	
Chips	1 - \$5.90
Tris of Blues	2 - \$21.80
Soup	2 - \$18.80
Bruschetta	1 - \$9.90
Total	6 - \$56.40
Beverages	
Juice Pineapple	1 - \$5.90
Pasta	2 - \$8.00
Deep Spring Orange, Lemon and Lime	
Thick Shake Chocolate	1 - \$3.50
GI Fresh Juice Apple	1 - \$5.90
Diet Coke	1 - \$4.00
Smoothie Mixed Berries	1 - \$3.50
Pump Plain	1 - \$6.90
Pump Plain	3 - \$11.00
Barista Brothers Ice Coffee	1 - \$3.80
Juice Watermelon	1 - \$5.90
GI Fruity Drink Orange	1 - \$2.90
Juice Apple	1 - \$5.90
Juice Orange	3 - \$17.70
Total	18 - \$84.90
Kids	
Kids Lunch Box	2 - \$15.00
Kids Nuggets & Chips	1 - \$8.00
Total	3 - \$24.00

Breakfast	
Breakfast Bruschetta	1 - \$15.40
French Toast	1 - \$11.90
Hanger Veggie Brokky	1 - \$15.90
Eggs on Toast	2 - \$23.55
Eggs GREEN	3 - \$43.20
Shivella Special Fritter	1 - \$14.90
Hanger Birchir Musli	2 - \$25.80
Strawberry Pancakes	1 - \$13.90
Hanger One Pan Brokky	1 - \$15.65
Eggs Benl	1 - \$15.90
Hanger Big Brokky	1 - \$17.90
Toastie	2 - \$9.75
Total	17 - \$229.80
Main & Seafood	
Special	1 - \$17.00
Chicken Schnitzel	2 - \$38.80
Fish and Chips	2 - \$38.80
S&P Calamari	1 - \$18.90
Total	6 - \$116.50
Total Sales	299 - \$1433.83 (GST \$130.33)
Discounts	
Open Price Discount (\$2.50)	3 - -\$4.10
Friends (10.0%)	11 - -\$13.20
staff (50.0%)	1 - -\$6.00
VSP (10.0%)	4 - -\$2.80
Open Price Discount (\$2.90)	11 - -\$21.95
Surcharges	
27-07-2015	9:49 AM
Powered By OrderMate www.ordermate.com.au	



ACCOUNT SALES

WAITERMATE REPORTS



Breakdown of sales by account type, detailing which are currently open and closed.

Sales Category Breakdown	
Restaurant	- \$1433.80
Beverage	- \$84.90
Coffee	- \$576.85
Food	- \$772.05
Discount Breakdown	
Restaurant	- \$48.05
Open Price Discount (\$0.00)	- 14 \$26.05
Friends (10.0%)	- 11 \$13.20
VIP (10.0%)	- 4 \$2.80
staff (50.0%)	- 1 \$6.00

Number of Covers:	128
Dollars per head:	\$7.89

*** Account Sales ***	
Shift: Wed Jul 8, 2015 - Day	
Trading day commenced : 3:00 AM	
All Paid Accounts in Venue	
Table	
0 Open Account(s)	\$48.60
67 Closed Account(s)	# \$1070.19
Phone	
0 Open Account(s)	\$26.60
0 Closed Account(s)	\$18.60
Delivery	
0 Open Account(s)	\$26.60
0 Closed Account(s)	\$38.60
Delivery Fees	\$0.00
Take Away	
0 Open Account(s)	# \$0.00
75 Closed Account(s)	# \$423.64
Drive Thru	
0 Open Account(s)	\$26.60
0 Closed Account(s)	\$30.60
Bar Tabs	
0 Open Account(s)	\$76.60
0 Closed Account(s)	\$30.60
Online Delivery	
0 Open Account(s)	\$66.60
0 Closed Account(s)	\$30.60
Online Pickup	
0 Open Account(s)	\$4.60
0 Closed Account(s)	\$30.60
Quicksale DriveIn	
0 Open Account(s)	\$20.60
0 Closed Account(s)	\$30.60
Total (Inc GST):	\$1433.80, 138 acc
Sales subject to GST:	\$1433.80

Account types being: table, phone, delivery, takeaway, drive thru, bar tabs, online and quick sale.



LABOUR REPORT

WAITERMATE REPORTS



Overview of the number of staff members clocked on currently, as well as live labour statistics for the day including labour dollars, labour percentage, and daily sales per labour hour.

*** Labour Report *** OrderMate Cafe

Shift: Wed Jul 8, 2015 - Day
Trading day commenced : 3:00 AM

Daily Labour
Labour: \$350.00, 5.6%, \$67.50/Labour Hr

Daily Sales:
\$1433.83
Labour: \$350.00, 5.6%, \$67.50/Labour Hr
27-07-2015 9:49 AM

This feature is relevant for venues that track clocking on and off of staff through WaiterMate.



KTS REPORT

WAITERMATE REPORTS



This is a live statistics report for venues running a Kitchen or Coffee Touch Prep Screen.

*** KTS Report ***	
OrderMate Cafe	
Shift: Wed Jul 8, 2015 - Day	
Trading day commenced : 3:00 AM	

Daily KTS Times	Min:Sec
Highest Total Time	44:19
Lowest Total Time	00:02
Average Total Time	04:40
Average Live Time	04:40
Average Hold Time	00:00
# Dockets	135
27-07-2015	9:49 AM

These statistics are important benchmarks to track efficiency within the business.



PREP DOCKETS & RECEIPTS

ORDERMATE DOCKETS

Spearheading communication between the chefs, baristas and front of house.

order mate

59 Fennell St, Port Melbourne
VIC 3207
Phone Number
ABN Number
TAX INVOICE

2 Flat White (Serve)	\$5.40
1 Eggs Benedict (Serve)	\$12.90
1 Toast (Serve)	\$4.50
1 Chicken Caesar Salad (Serve)	\$15.50
1 Latte (Serve)	\$3.30

GST Component: \$3.78
Indicates item is GST Free
Total (inc GST): \$41.60

Paid:
Cash
\$41.60 (tendered \$41.60 change \$0.00)

Amount Due : \$0.00
Order No.: 40

Coffee

TAKE AWAY ACCOUNT
Service: Leigh
Account: 40

1 Latte
2 Flat White
Decaf
Hot

04-09-2015 12:00 PM No:1

Kitchen

TAKE AWAY ACCOUNT
Service: Leigh
Account: 40

1 Eggs Benedict
1 Toast
Vegemite
1 Chicken Caesar Salad
- Egg
+ Parmesan
+ Pineapple

54

Modifiers are clear and easy to read on all prep dockets



KITCHEN DOCKETS

ORDERMATE DOCKETS

Kitchen

TABLE ACCOUNT

Services: OrderMate TechSupport
Covers: 4
Table Inside 4

FIRST COURSE

1 Chicken Risotto
Covers (2)

2 Lasagne
Covers (1,1)

1 Spaghetti Meatballs
Covers (1)

SECOND COURSE

1 Fish & Chips
Covers (1)

1 Garlic Prawns
Covers (2)

1 Pork Belly
Covers (1)

1 Veal Parmigiana
Covers (1)

05-09-2015 11:35 AM No.1

Seat Numbers:
Helps staff present
the right food to
the right people.
True fine dining.

Larder

TABLE ACCOUNT

Services: OrderMate TechSupport
Covers: 2
Table Inside 2

FIRST COURSE

1 Bruschetta
1 Garlic Prawns

SECOND COURSE

1 Chicken Parmigiana
1 Garlic Prawns
1 Pork Belly

THIRD COURSE

1 Chicken Parmigiana
1 Garlic Prawns
1 Pork Belly

FOURTH COURSE

1 Chicken Parmigiana
1 Garlic Prawns
1 Pork Belly

05-09-2015 11:40 AM No.1

Kitchen

TABLE ACCOUNT

Services: OrderMate TechSupport
Covers: 2
Table Inside 2

FIRST COURSE

1 Chicken Parmigiana
1 Garlic Prawns
1 Pork Belly

SECOND COURSE

1 Chicken Parmigiana
1 Garlic Prawns
1 Pork Belly

THIRD COURSE

1 Chicken Parmigiana
1 Garlic Prawns
1 Pork Belly

05-09-2015 11:45 AM No.1

Pizza

TABLE ACCOUNT

Services: OrderMate TechSupport
Covers: 2
Table Inside 2

FIRST COURSE

1 Lrg Americana
1 Half-Half Pizza
1/2 Chicken
1 Pineapple
1/2 Aussie

SECOND COURSE

1 Chicken Parmigiana
1 Garlic Prawns
1 Pork Belly

THIRD COURSE

1 Chicken Parmigiana
1 Garlic Prawns
1 Pork Belly

05-09-2015 11:50 AM No.1

Itemised Notifiers: Each
department can easily
identify their own order
and see what is required
from other departments

The screenshot shows a web browser displaying a Zendesk Help Center article. The page has a grey header with the Zendesk logo and a user profile icon. The breadcrumb trail reads: Home > Using Zendesk PaaS > Zendesk Config > Configuration. The article title is "How to Setup a Public Holiday / Automatic Surcharges" by Scott Fox, dated November 11, 2015. The article content includes two numbered steps: 1. Enabling a single "all day" daily surcharge, and 2. Enabling a surcharge which is triggered only on dates that you've defined with triggers. A note states that the former option has the benefit that it is as quick and easy to enable, but the latter is often better as it doesn't rely on customers understanding or using the surcharge at the rate at the trading day. A warning icon indicates that users should visit the order notes for the instructions on how to configure this feature. On the right, there is a "Recently viewed articles" section listing: Enabling a Surcharge, Enabling a Holiday or New Date, All members and Customers using Triggers, Implementing a Surcharge and a Discounted Rate, and Using the Zendesk API to Manage Rates. At the bottom, a screenshot of the "Public Holiday Surcharges" configuration interface is shown, featuring a calendar grid and a table with columns for Name, Type, Holiday, and Status.

Zendesk

Home > Using Zendesk PaaS > Zendesk Config > Configuration

How to Setup a Public Holiday / Automatic Surcharges

Scott Fox
November 11, 2015

Enabling a surcharge in Zendesk is really easy, and one of the most common questions that comes up (the one that I see most often) is how to do this. This guide will go through the one most effective:

1. Enabling a single "all day" daily surcharge
2. Enabling a surcharge which is triggered only on dates that you've defined with triggers

While the former option has the benefit that it is as quick and easy to enable, the latter is often better as it doesn't rely on customers understanding or using the surcharge at the rate at the trading day.

Visit the order notes for the instructions on how to configure this feature.

Recently viewed articles

- Enabling a Surcharge
- Enabling a Holiday or New Date
- All members and Customers using Triggers
- Implementing a Surcharge and a Discounted Rate
- Using the Zendesk API to Manage Rates

Public Holiday Surcharges

Name	Type	Holiday	Status
Public Holiday	Surcharge	Public Holiday	Active

help.ordermate.com.au







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 1300 667 067