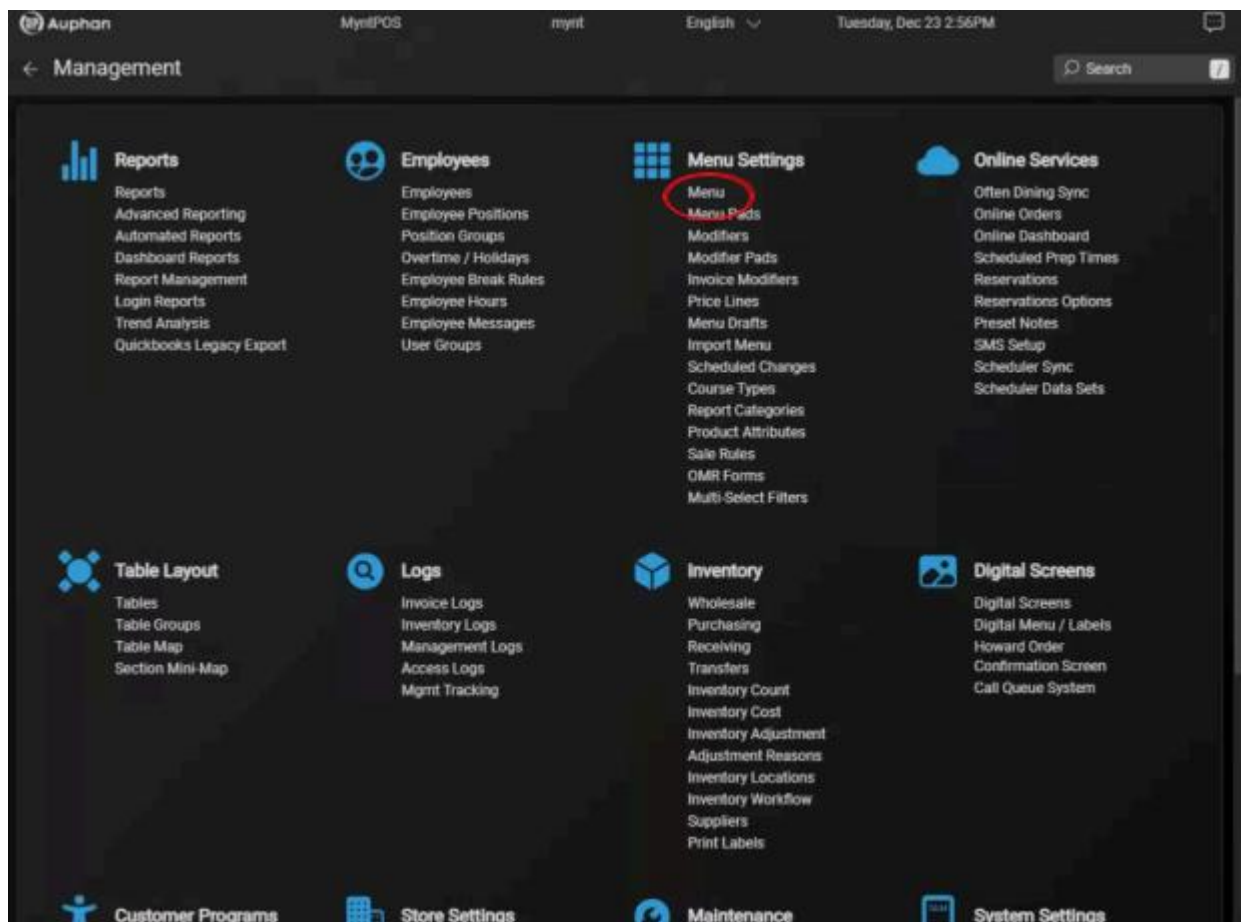




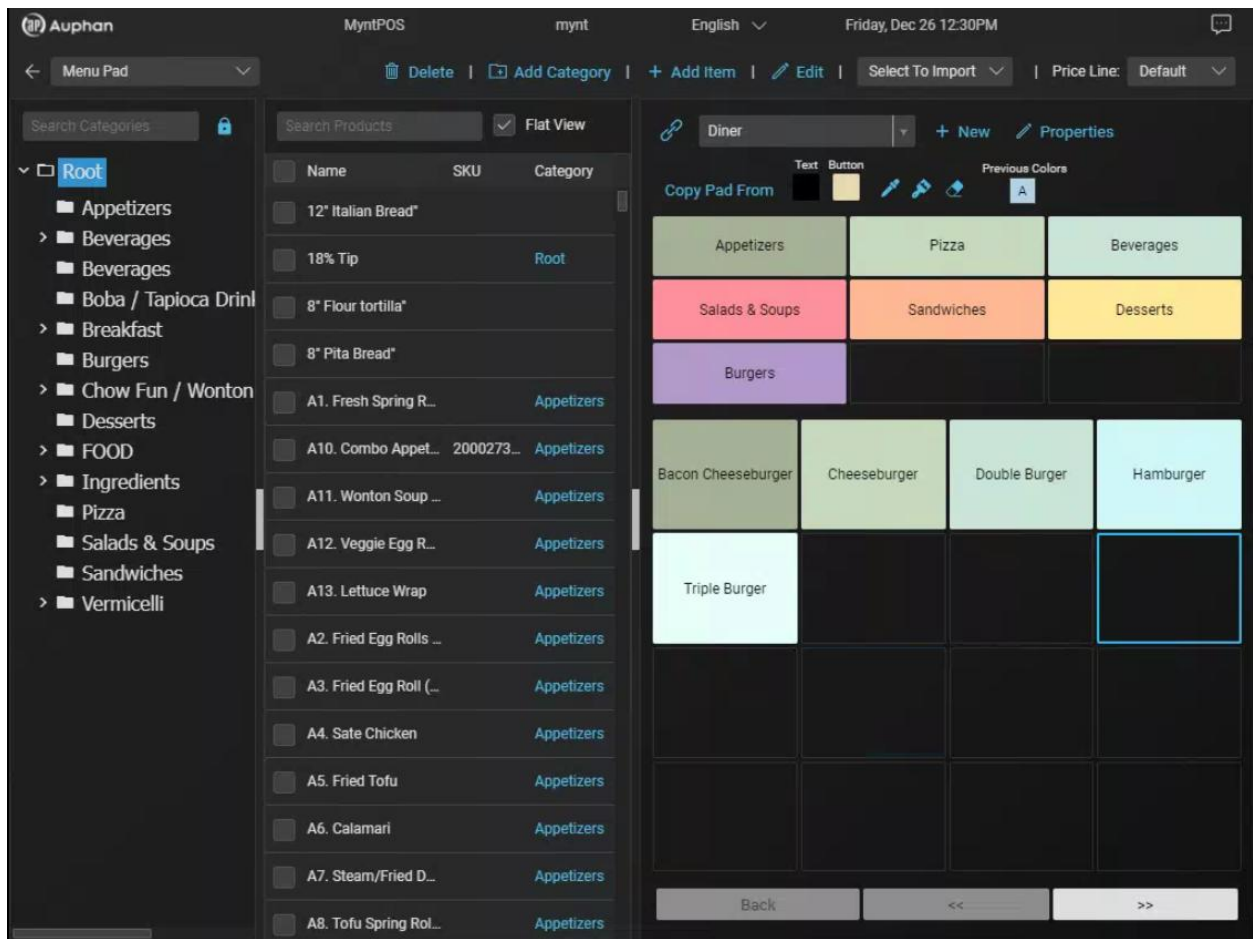
ADDING CATEGORIES AND ITEMS

MYNT CORE & ENTERPRISE

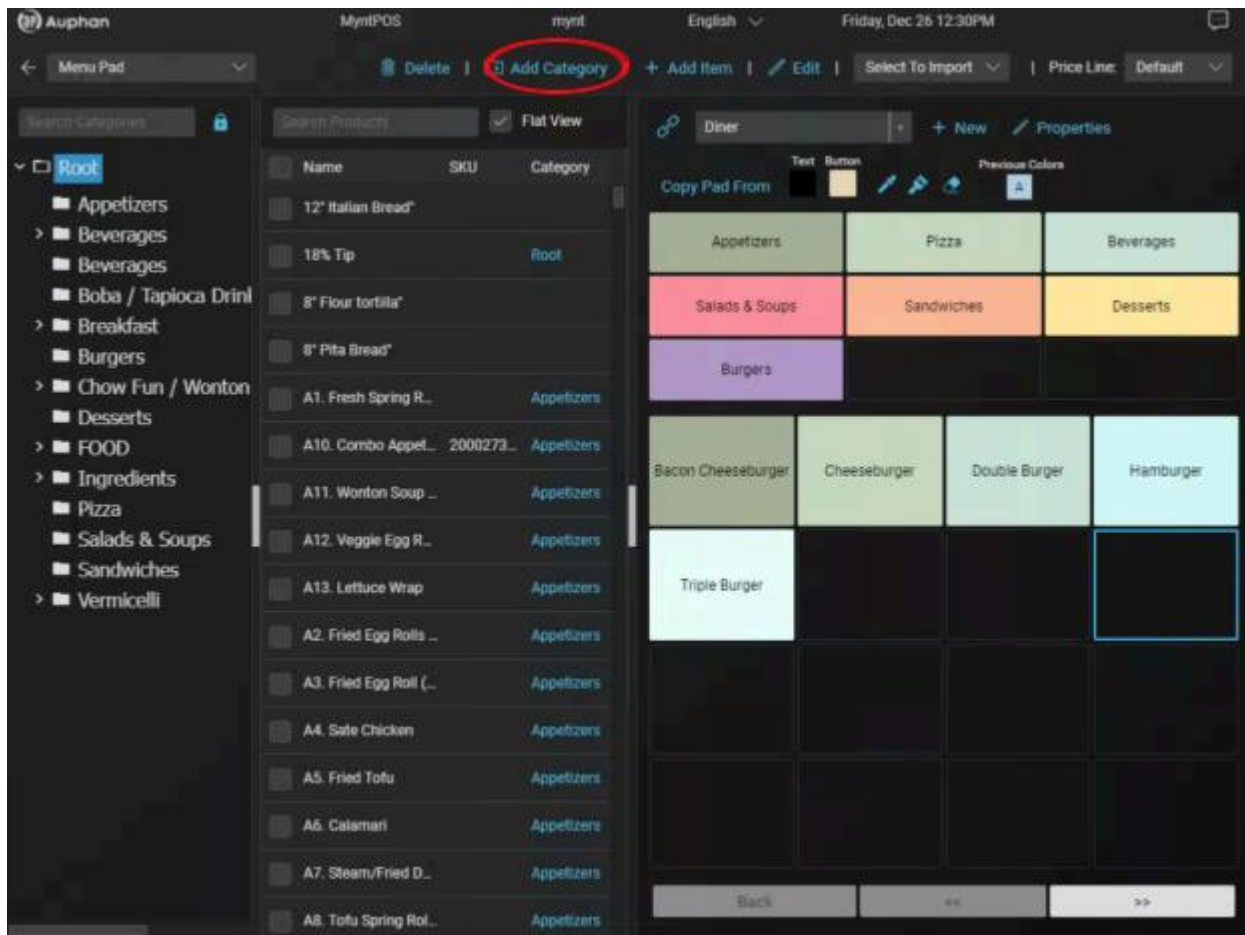
This Is a step-by-step guide on how to create categories and items in Mynt.



Navigate to “Menu” under “Menu Settings” in Management.



This is the menu pad. You can think of the left side as your database: where the categories and items are stored. You can think of the right side as the menu pad: what will be on your POS, what you and your employees will see.



To add a new category, you can press the “Add Category” button at the top. Note, this will create the category inside the currently selected category in the database.



Category - 1063

GL Code:

English Name:

Verify Age:

EBT Cash Benefits Payable: Inherited - No

EBT Food Stamps Payable: Inherited - No

Pricing Defaults Modifiers Taxes/Charges Discounts Times Printers Inventory Image

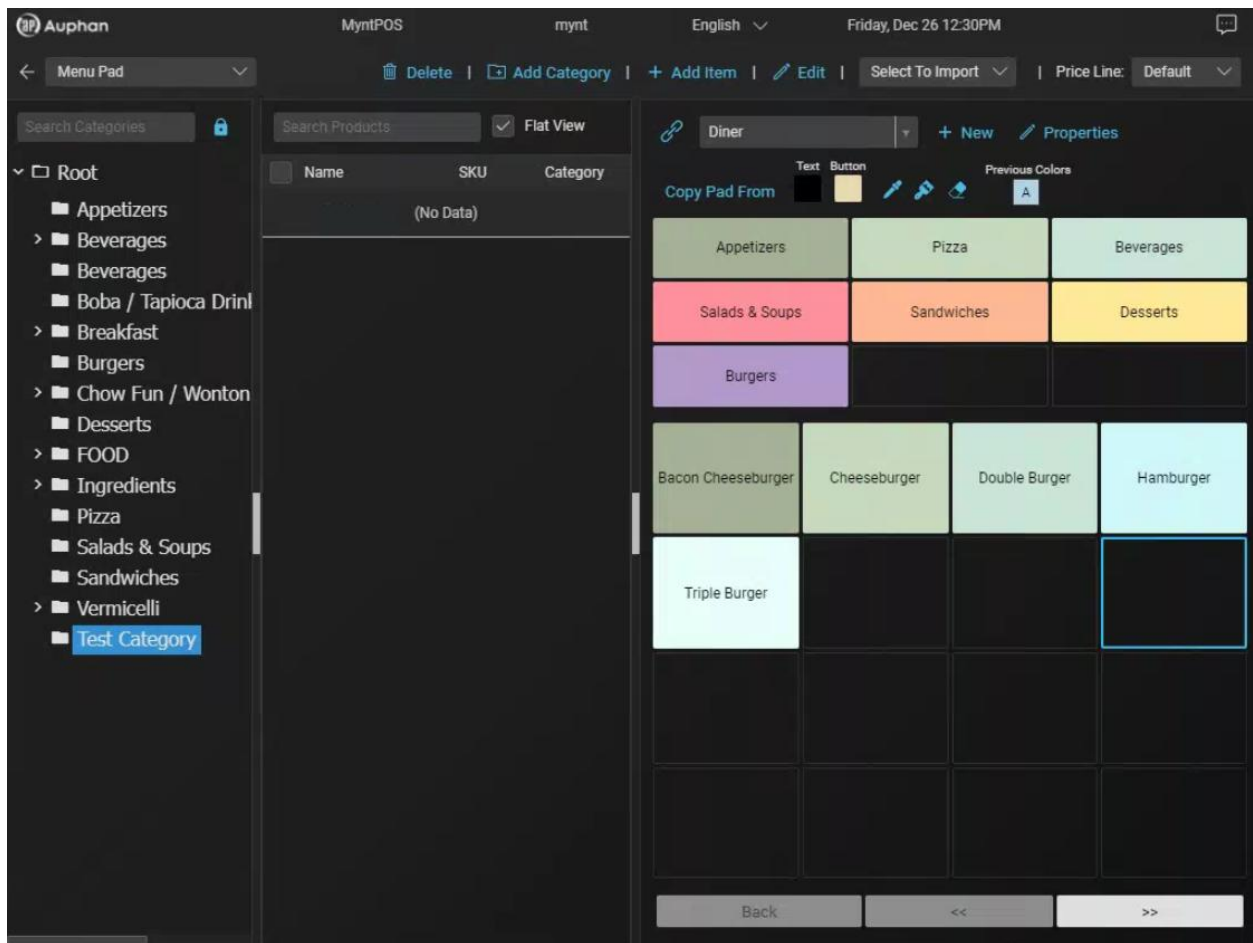
Report Info

☐ Override Pricing Defaults From Global

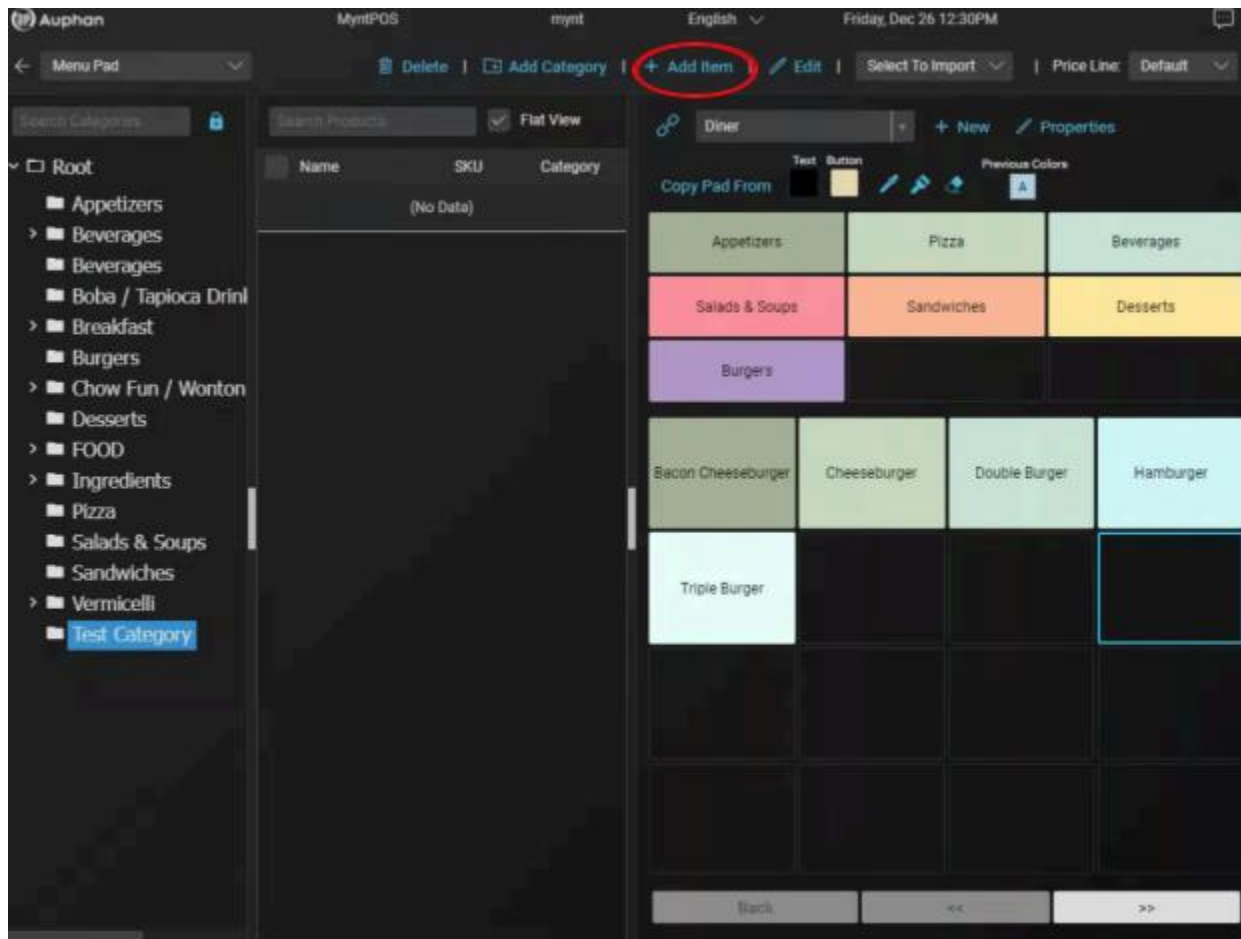
No Pricing Defaults

Exit New Previous Next Apply Save

You can then name the category, apply modifiers to it, set specific times it can be available, and more. Whatever items that are later stored in this category will inherit any properties the category has (i.e., if the entire category has a meat temp mod where you need to choose the temperature of the meat, then any item you create in this category will have that modifier). After you are content with the name and settings for the category, you can press “Save” at the bottom.



“Test Category”, is now created and stored under the main “Root” category. Also note, there are no items stored in this category yet.



You can add an item to a category by first highlighting the category from the inventory tree, then pressing “Add Item”. Whatever category is highlighted is where the item will be stored. If no category is selected, it will go under the main “Root” category.



Product - ID: 2560

English Name: SKU:

Renamable: ☐ Coupon Code:

Countable On Invoice: ☒ Reorderable: ☒

Type: EBT Cash Benefits Payable:

EBT Food Stamps Payable:

Verify Age:

Prices Taxes/Charges Modifiers Discounts Printers Times Combo Image

Inventory Suppliers Recipe Info Properties

Price Overridable: ☐ Normal Pricing Auto Ask Qty: ☐ Use Scale: ☐

Price Line: Default Price: Commission:

Price	SKU	Coupon Code	Size	Inventory	Level	Sold Out	Sell Online	Sell Kiosk/Table Order	Additional Prep. Time	Online Minimum Order Quantity
				1	Base Recipe	1	☒	☒	0	

Exit New Copy Previous Next Apply Save

When you go to create an item, the most important fields are the name and the price. If you have multiple sizes (i.e., if you have a soda that has 12 oz., 16 oz., and 20 oz.) you can set those up here, all with different prices. You can use the “Add” button to add the price line / size for the item. Pressing “Save” will save the item and exit you back to the menu screen, and “Apply” will save it and leave you on that item’s settings. We will create a test item with some price lines in the test category.



Product - Test Item ID: 2560

English Name: SKU:

Renamable: ☐ Coupon Code:

Countable On Invoice: ☒ Reorderable: ☒

Type: EBT Cash Benefits Payable:

EBT Food Stamps Payable:

Verify Age:

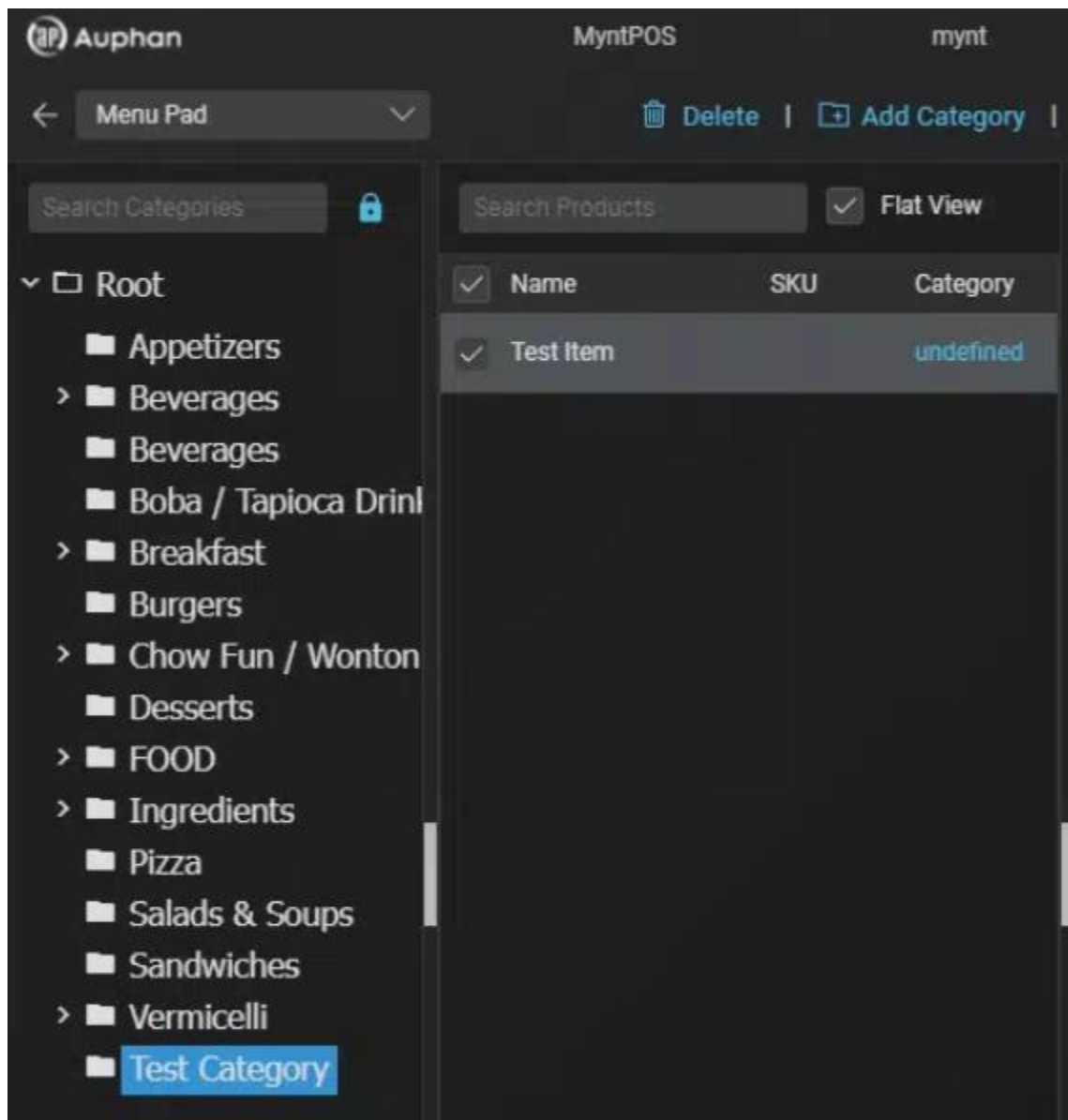
Prices Taxes/Charges Modifiers Discounts Printers Times Combo Image

Inventory Suppliers Recipe Info Properties

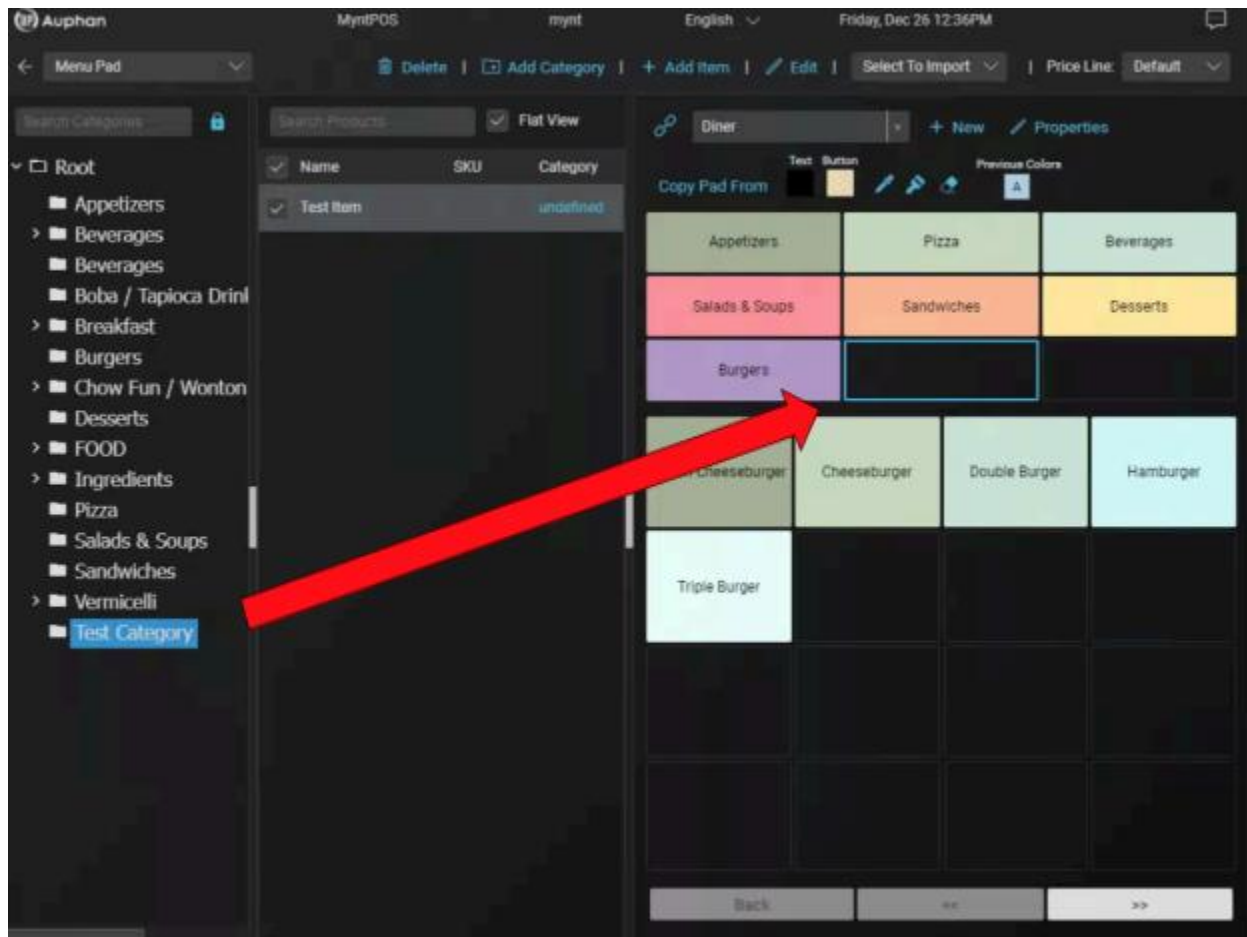
Price Overridable: ☐ Normal Pricing Auto Ask Qty: ☐ Use Scale: ☐

Price Line: Default Price: Commission:

Price	SKU	Coupon Code	Size	Inventory	Level	Sold Out	Sell Online	Sell Kiosk/Table Order	Additional Prep. Time	Online Minimum Order Quantity		
\$10.00			Small	1	Base Recipe	1	☐	☒	☒	0		Delete
\$12.00			Medium	1	Base Recipe	2	☐	☒	☒	0		Delete
\$14.00			Large	1	Base Recipe	3	☐	☒	☒	0		Delete
				1	Base Recipe	4	☐	☒	☒	0		Add



There is now an item inside the Test Category.



To add these categories and items to the menu pad, it is as simple as dragging and dropping. Please note you need a mouse to perform the drag and drop to the menu.



Auphan MyntPOS mynt English Friday, Dec 26 12:39PM

Menu Pad Delete Add Category Add Item Edit Select To Import Price Line: Default

Search Categories

- Root
 - Appetizers
 - Beverages
 - Beverages
 - Boba / Tapioca Drink
 - Breakfast
 - Burgers**
 - Chow Fun / Wonton
 - Desserts
 - FOOD
 - Ingredients
 - Pizza
 - Salads & Soups
 - Sandwiches
 - Vermicelli
 - Test Category

Search Products Flat View

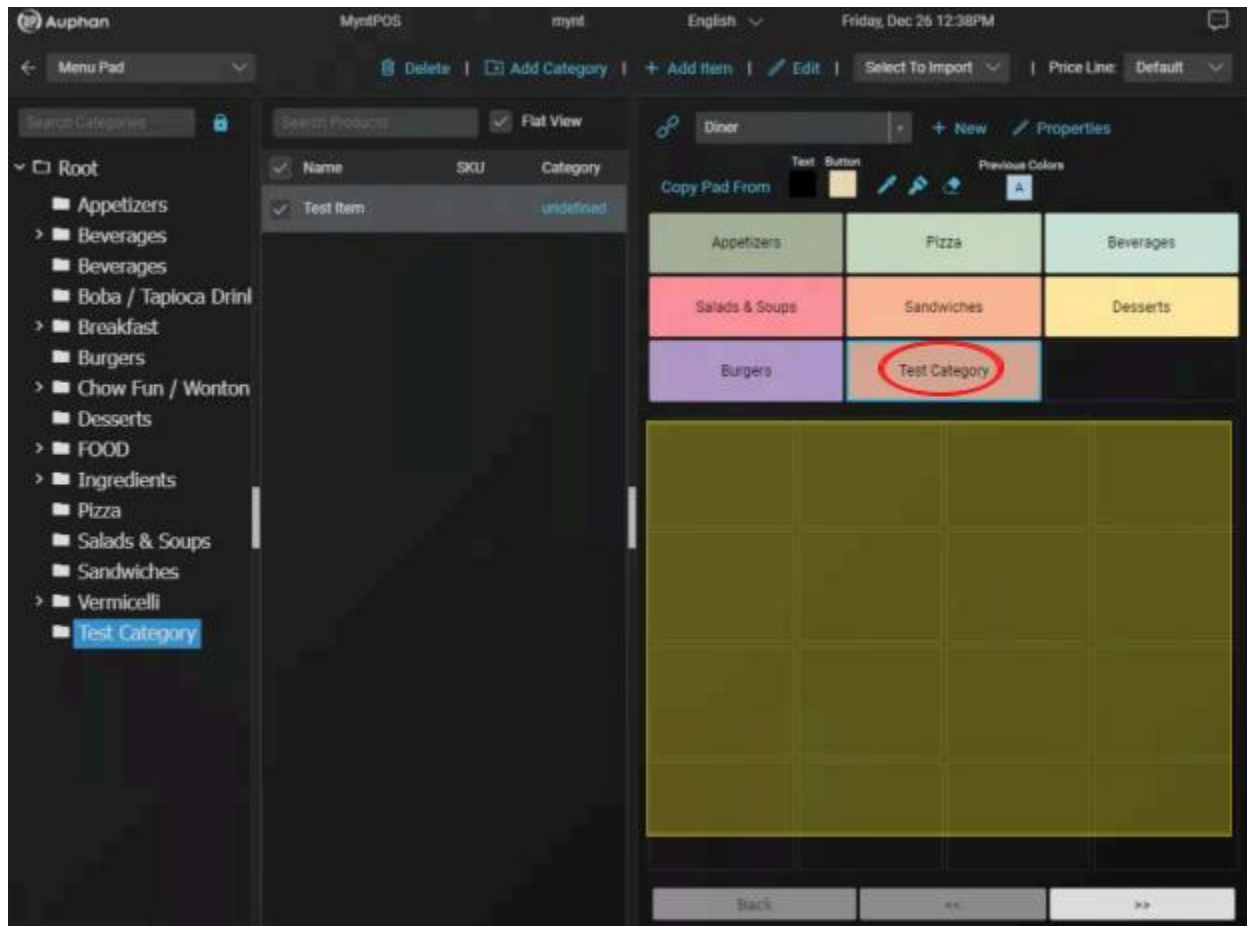
Name	SKU	Category
Bacon Cheeseburger		Burgers
Cheeseburger		Burgers
Double Burger		Burgers
Hamburger		Burgers
Triple Burger		Burgers

Diner + New Properties

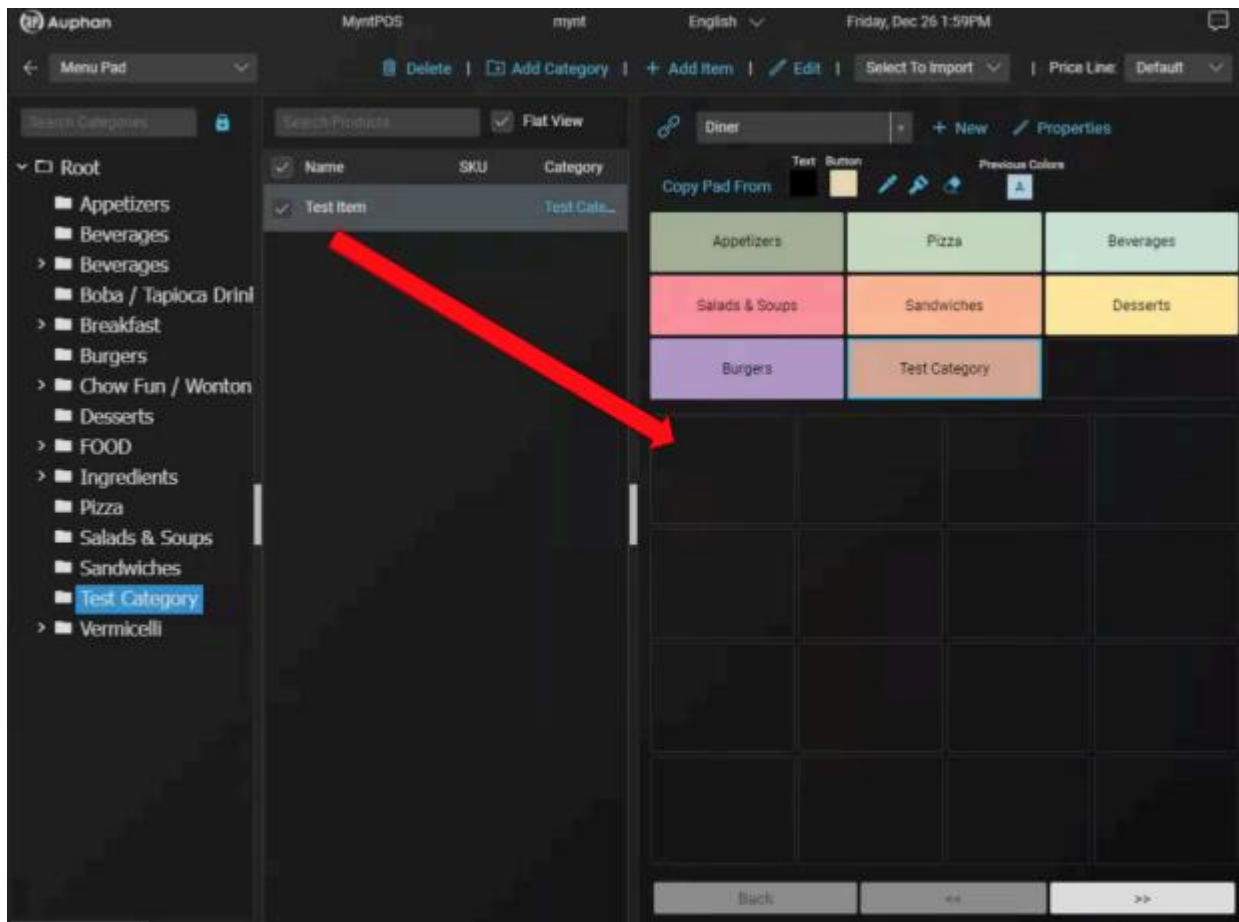
Copy Pad From Text Button Previous Colors A

Appetizers	Pizza	Beverages	
Salads & Soups	Sandwiches	Desserts	
Burgers	Test Category		
Bacon Cheeseburger	Cheeseburger	Double Burger	Hamburger
Triple Burger			

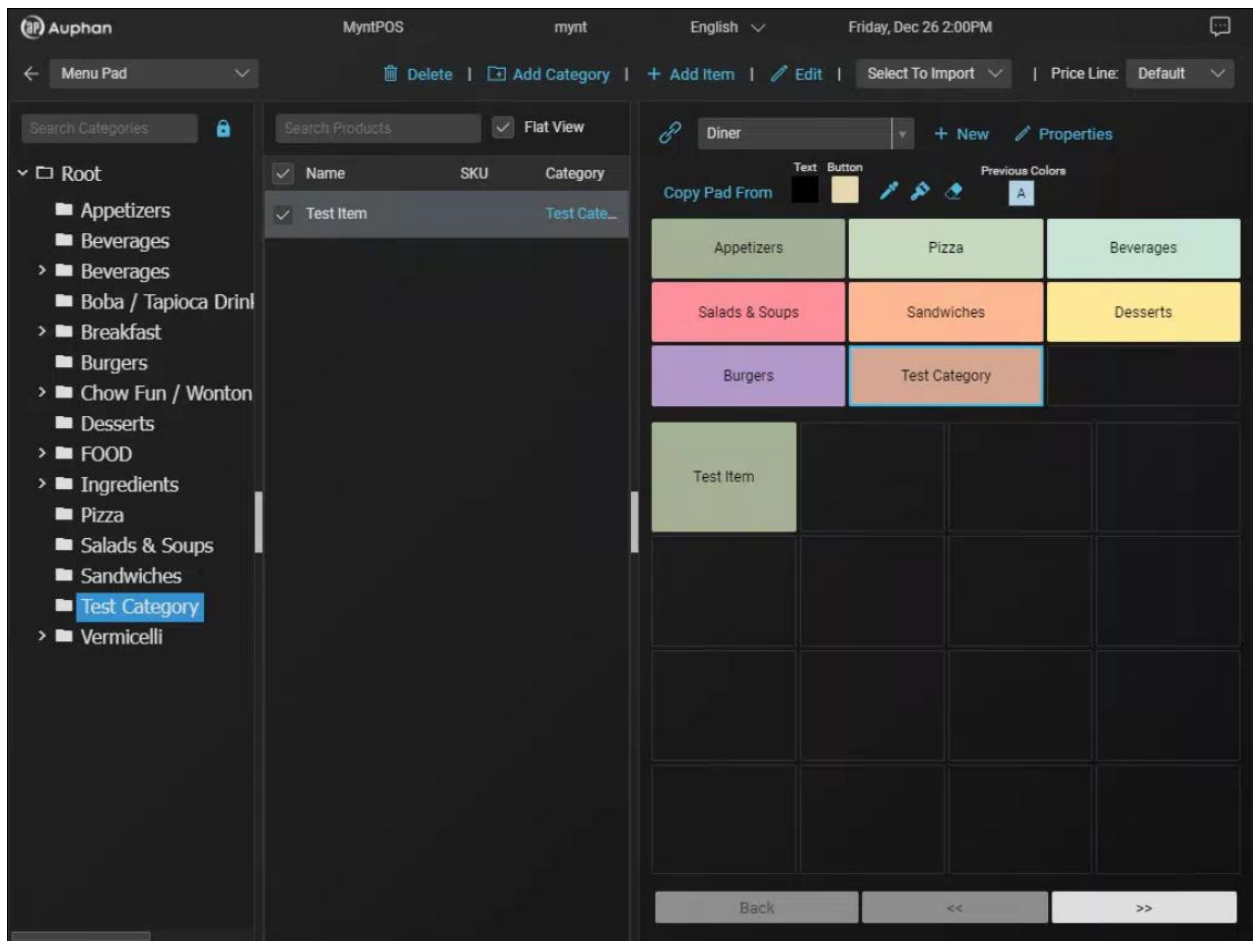
Back << >>

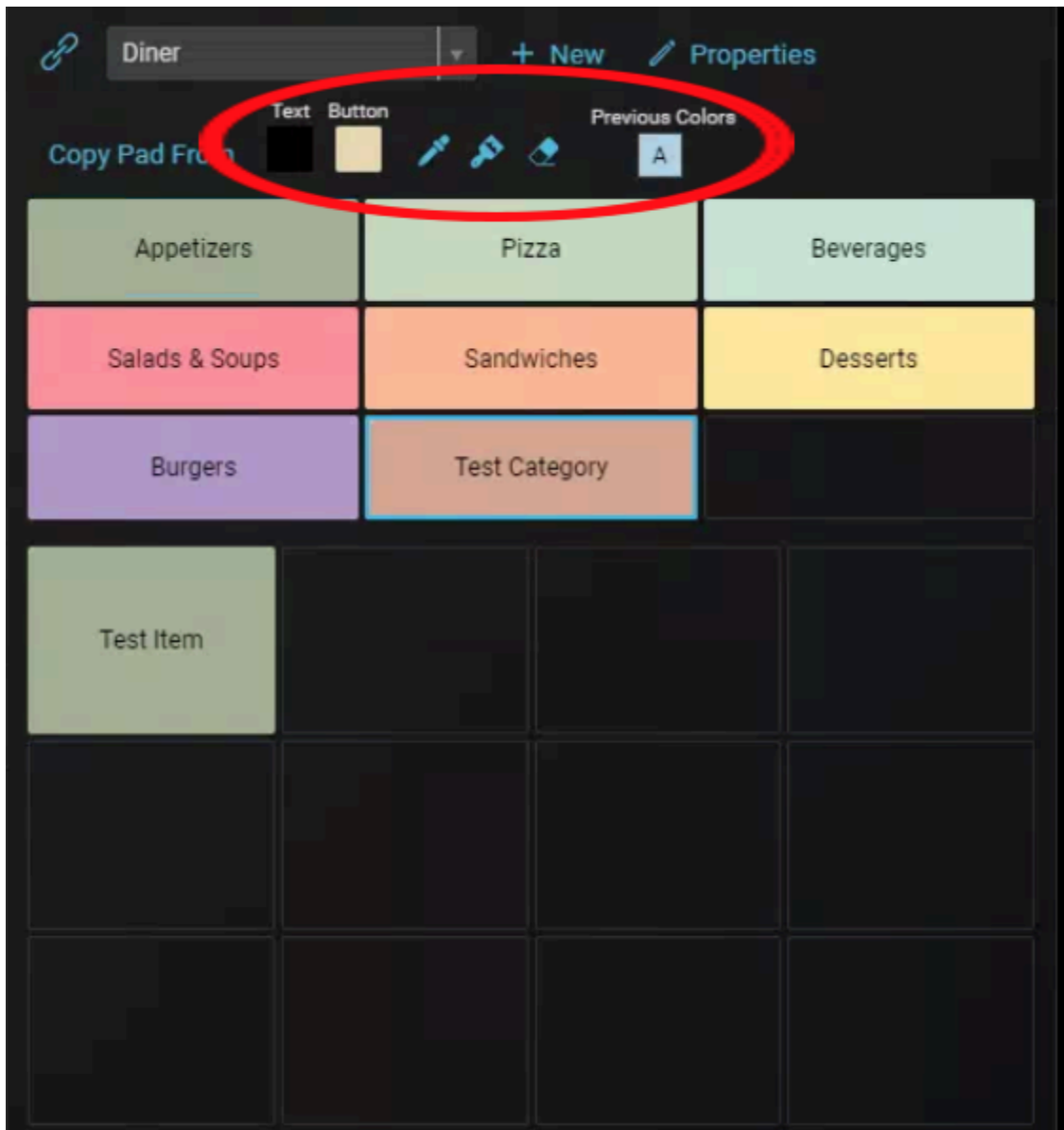


Now, to add the test item below the test category, double-click the test category box on the right, this allows us to enter the test category to put items in that category. You will note the selected category has a blue border, indicating it has been selected. There are now more boxes below where we can drag and drop the items.

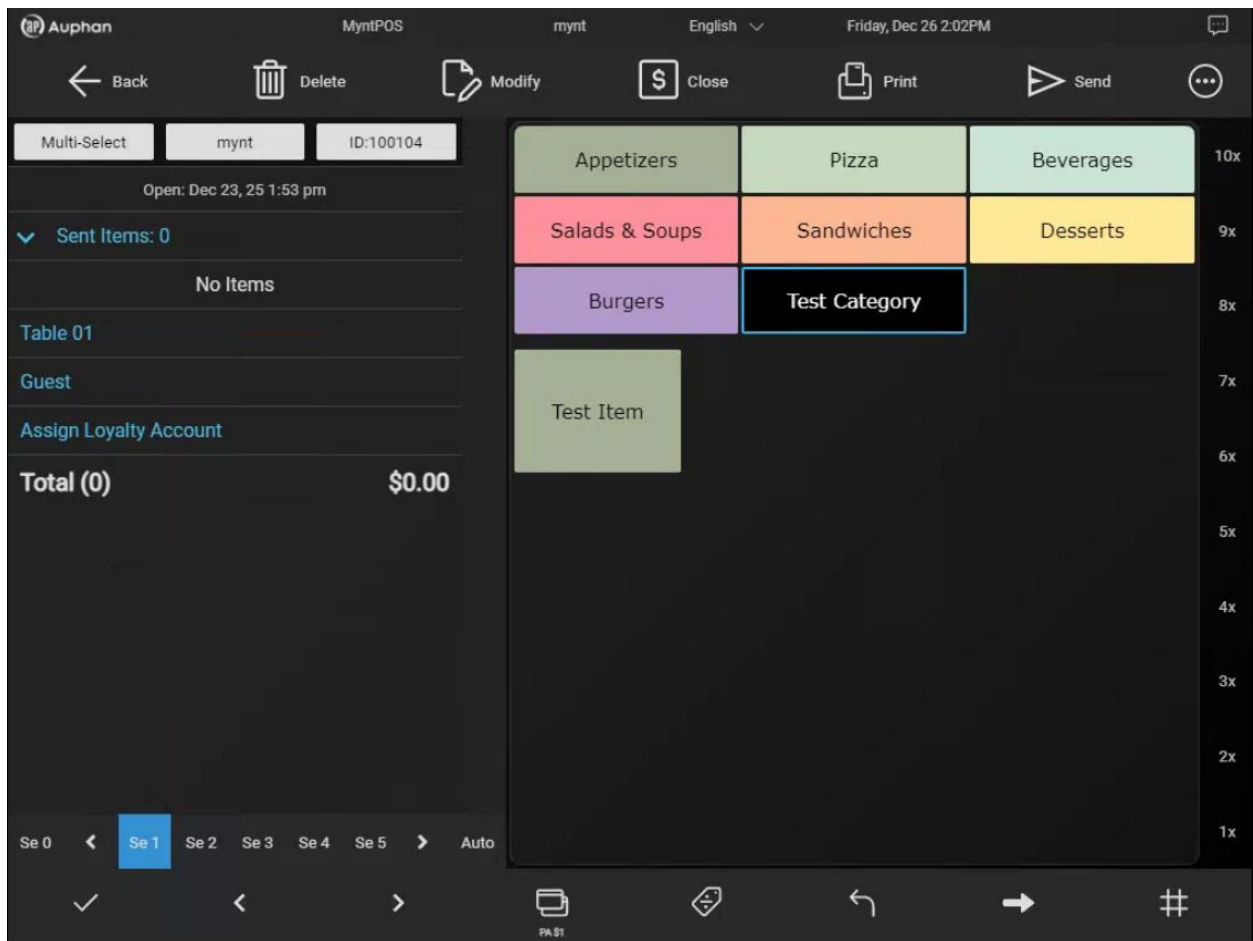


Drag and drop the test item into the first box of the test category.





If you want to customize and color the buttons, this can be done using the color selector and paint brush tool at the top of the menu settings. We can color the text and the buttons, simply by pressing the colored box and selecting a color. Once we are happy with our color, we can press the middle paint brush, then click on the item or category we would like to color.



Now, the items are in place and on the live menu via the normal login to the POS.

