

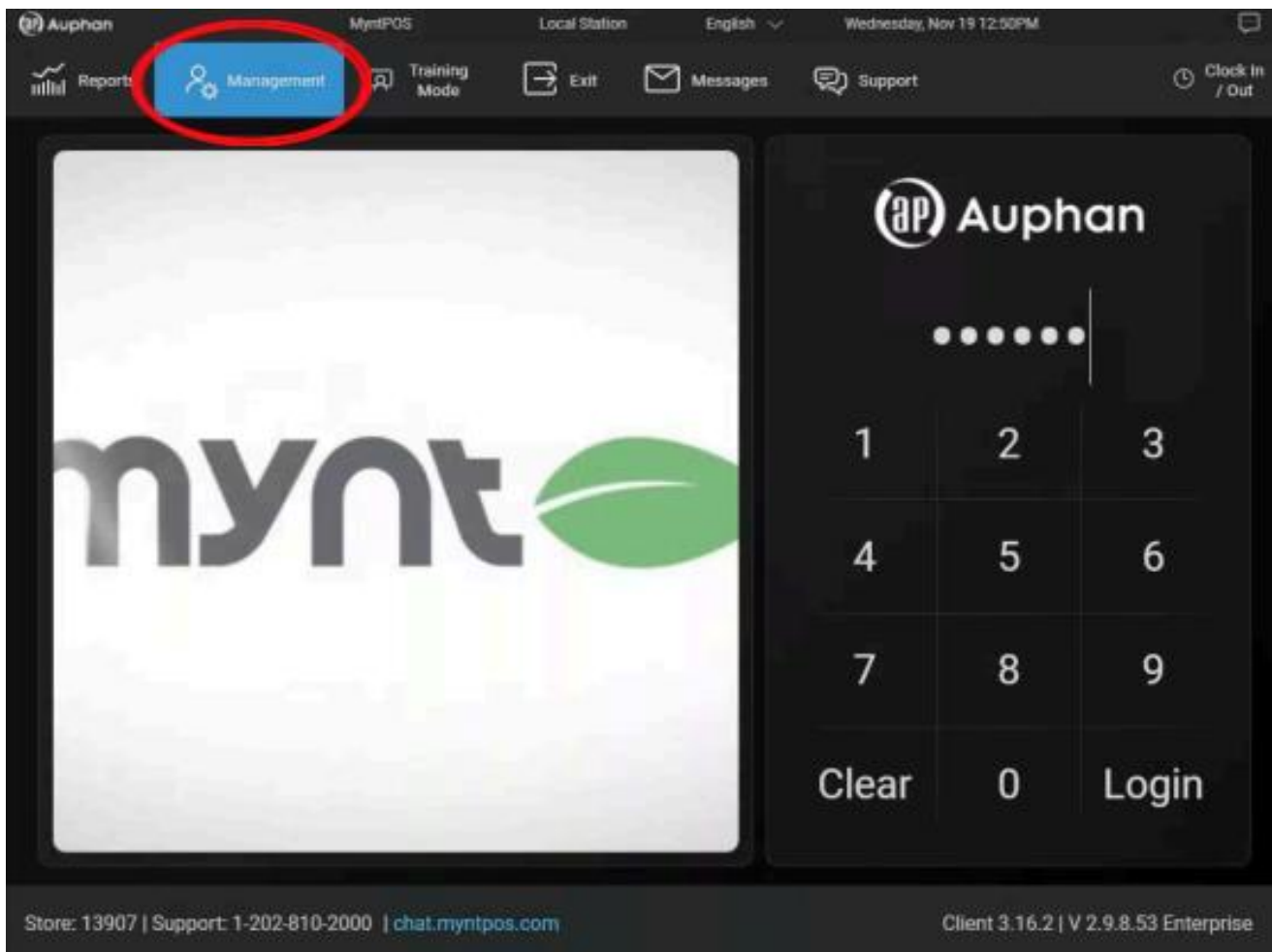


CREATING AND APPLYING DISCOUNTS

MYNT CORE & ENTERPRISE

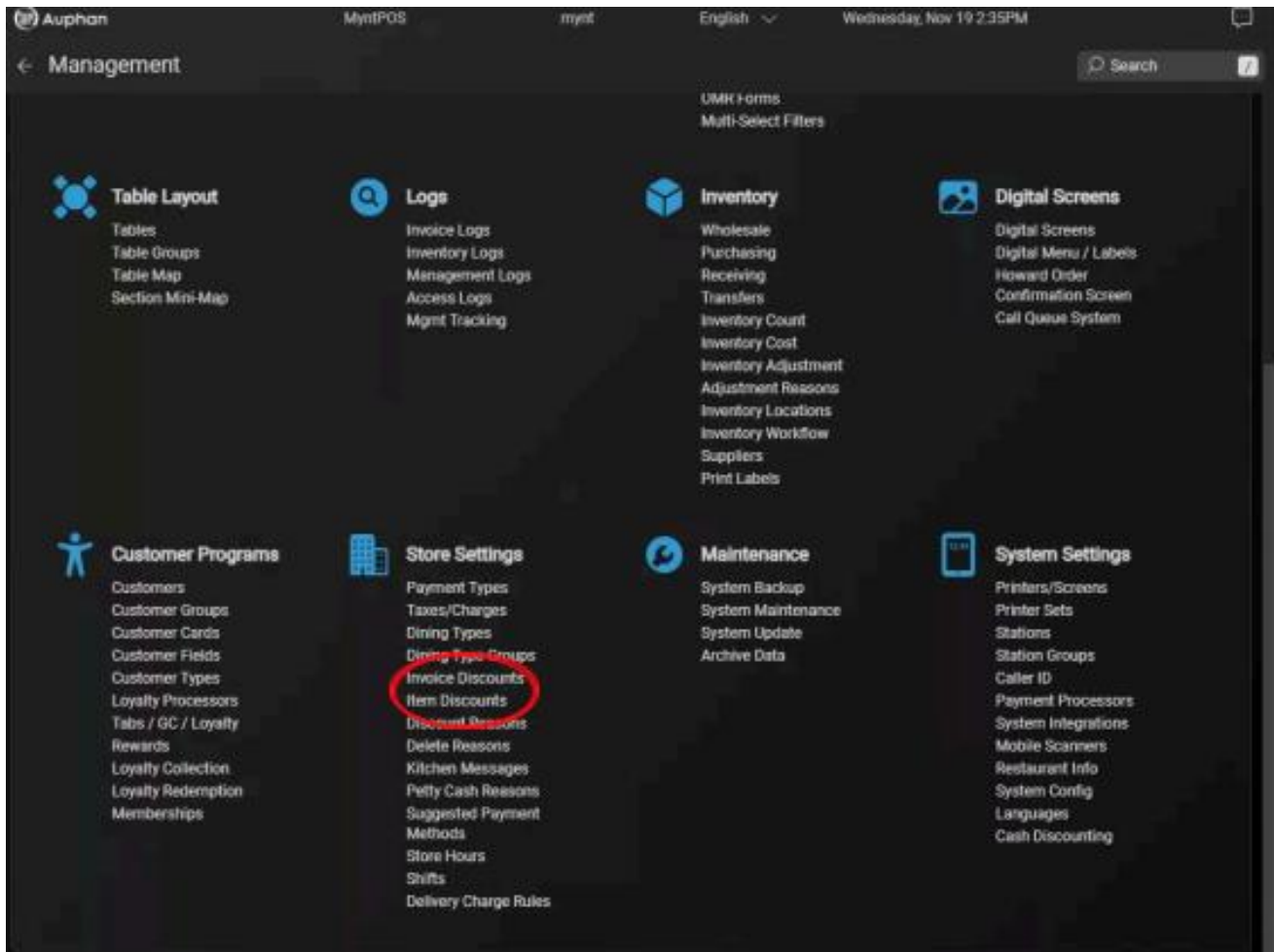
This guide provides step-by-step instructions for creating and applying discounts in Mynt. Discounts are created in the Management portal and applied during the sales process on the Order and Closing screens.

To create a discount, select “Management” on the top.

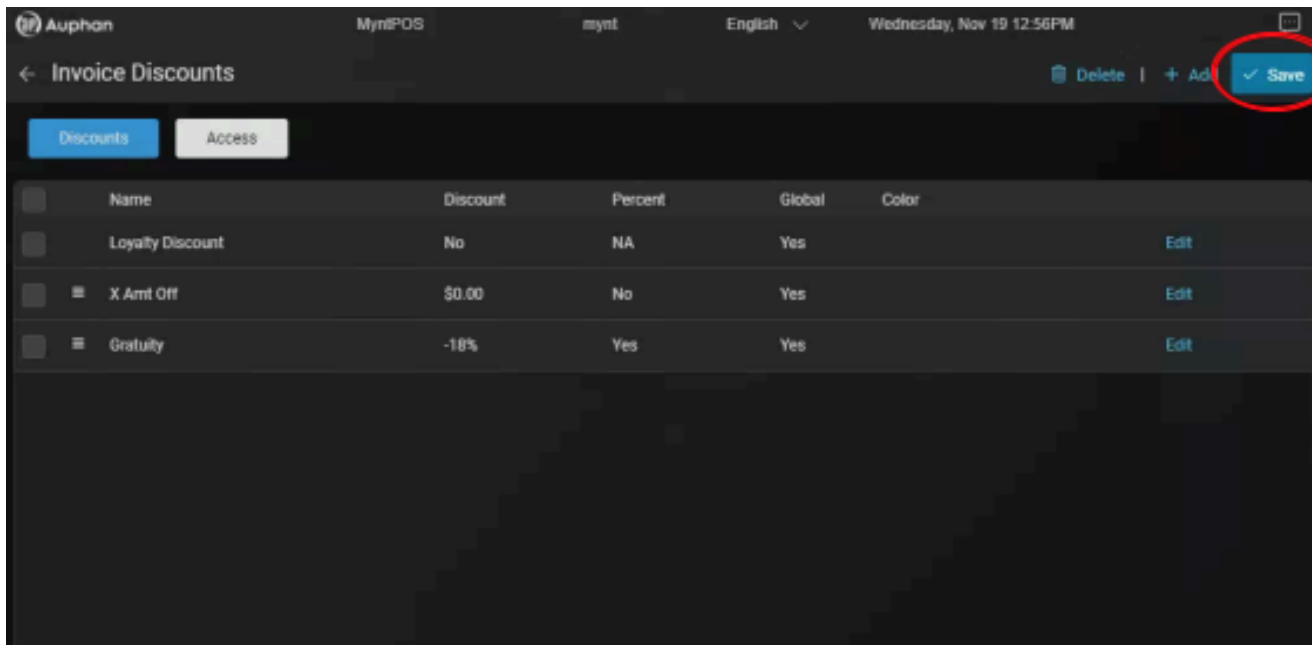




Under “Store Settings”, there are two types of discounts. Invoice discounts: which are discounts that apply to the entire invoice, and item discounts: which can be used to apply to a single item.



For this example, we will create one of each. We can start in the “Invoice Discount” screen. On this screen, we will see any discounts we have created. By default, there is the “X Amount Off” discount, which allows you to put in a custom value as a discount. Let us say we want to create a new “First Responder” discount. We will press “Add” in the top left.



From here, we can create a new discount with a custom name, values, color, and even set access to this discount. As mentioned, we will do a "First Responder" discount for 15%.



In this case, we want to give the name “First Responders” to identify the discount and call it what we want. Since I want to do a 15% discount, I will put 15 in the discount box, then check off the “Percent” box below that, otherwise it would be \$15. The other thing to check off is “Global”. This will globally apply the discount to all items. You can also require the discount to have a reason and give it a unique color.

After we have that set up, select the “Access” tab to give specific access to user groups. This is useful to not allow employees access to give a discount. In this case, I will allow everyone to have permission for the discount, just by pressing the check boxes under access. Limits on amounts can also be set using the far-right column.



Auphan MyntPOS

← Edit Discount

Info Access Modifiers

ID	
Order	
Name	First Responders
Discount	0
Percent	☒
Retain Tax/Charges	☐
Global	☒
Need Reason	☒
GL Code	
Color	☒ #ff0000



Auphan MyntPOS mynt English Wednesday, Nov 19 1:50PM

Edit Discount

Info Access Modifiers

User Group	Access	Max Discount Amount
Super Admin	☐	Disabled
Admin	☐	Disabled
Manager	☐	Disabled
Employee	☐	Disabled

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Edit Discount

Info Access Modifiers

User Group	Access	Max Discount Amount
Super Admin	☒	
Admin	☒	
Manager	☒	
Employee	☒	

Once you are happy with the setup, you can press save in the top right corner.

We will now see the created discount.

Auphan 1:52PM

Invoice Discounts

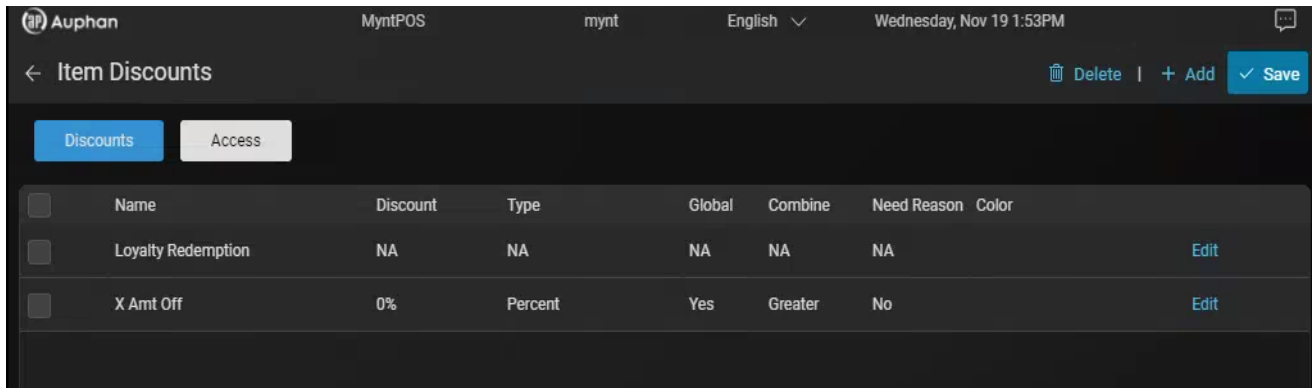
Deleted | + Add Save

Discounts Access

	Name	Discount	Percent	Global	Color
☐	Loyalty Discount	No	NA	Yes	Edit
☐	X Amt Off	\$0.00	No	Yes	Edit
☐	Gratuity	-18%	Yes	Yes	Edit
☐	First Responders	15%	Yes	Yes	Edit

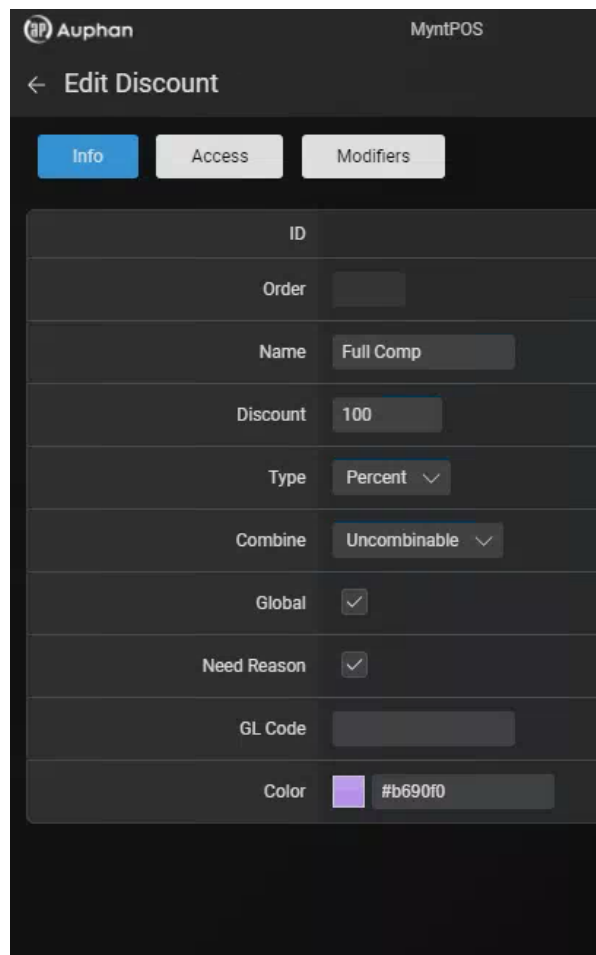


The item discount is just about the same concept, as we can see below in the “Item Discount” screen.



	Name	Discount	Type	Global	Combine	Need Reason	Color
☐	Loyalty Redemption	NA	NA	NA	NA	NA	Edit
☐	X Amt Off	0%	Percent	Yes	Greater	No	Edit

For the item discount, we will create a 100% comp for an item.



Edit Discount

Info Access Modifiers

ID

Order

Name Full Comp

Discount 100

Type Percent

Combine Uncombinable

Global ☒

Need Reason ☒

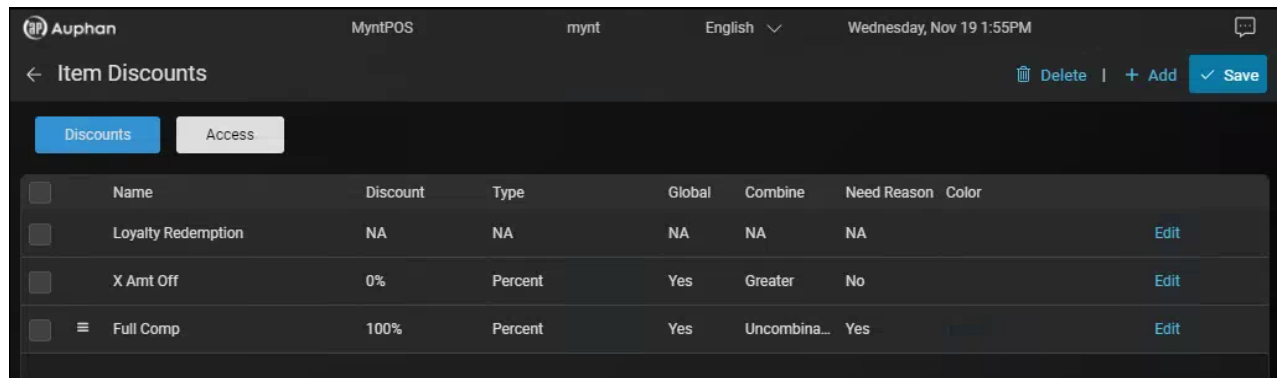
GL Code

Color



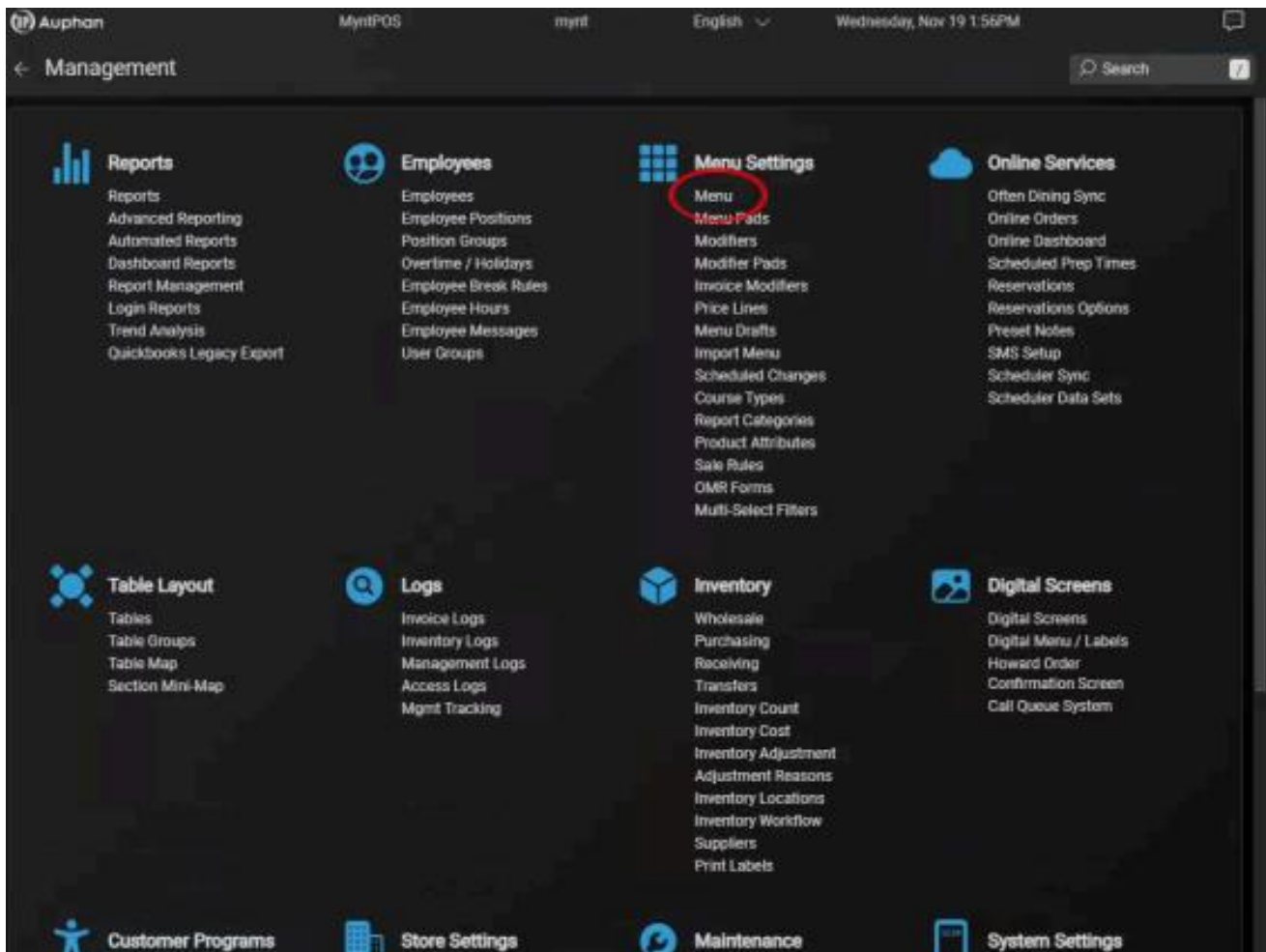
In this case, we will limit Discount access to managers. You can use that same access tab to set up permissions, then press save.

We will now see that item discount created in our item discount list.

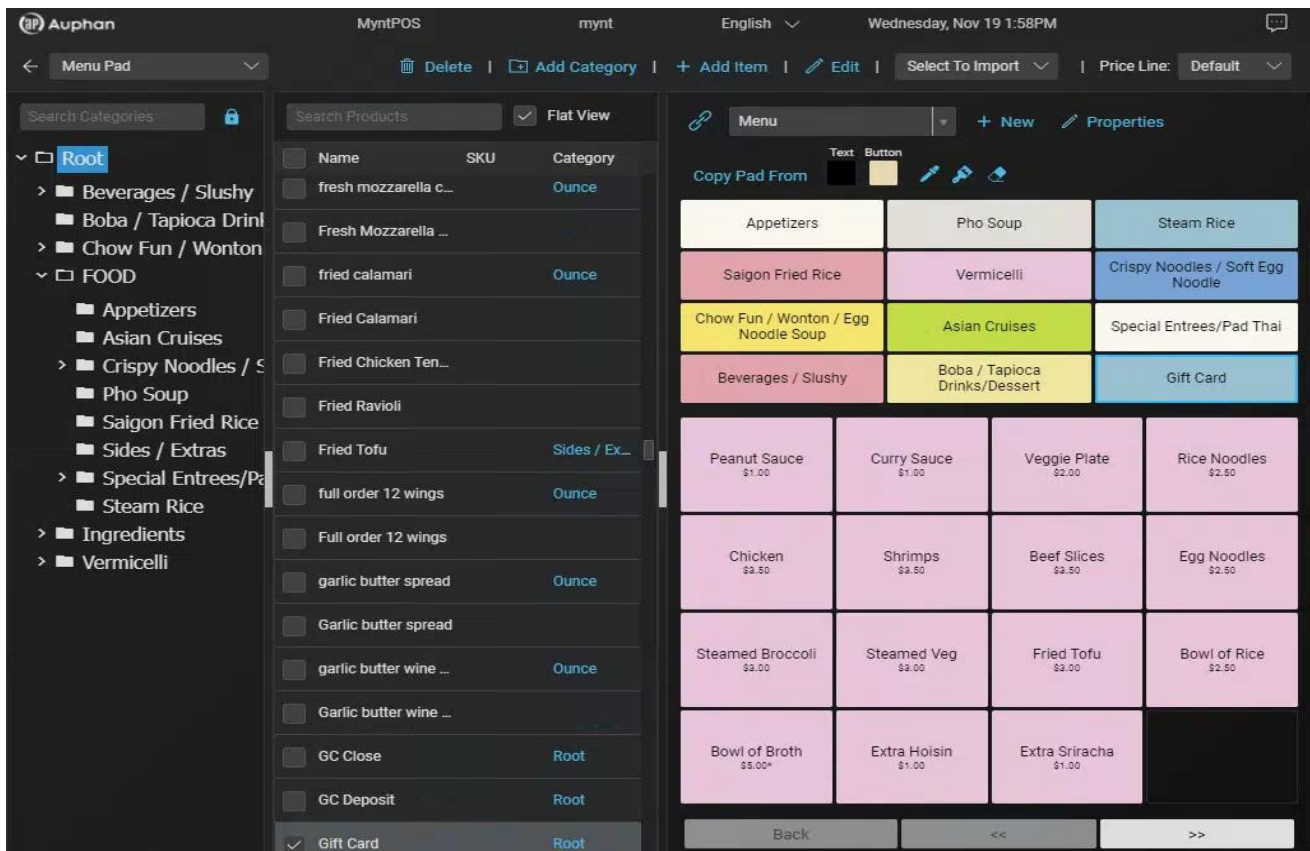


☐	Name	Discount	Type	Global	Combine	Need Reason	Color
☐	Loyalty Redemption	NA	NA	NA	NA	NA	Edit
☐	X Amt Off	0%	Percent	Yes	Greater	No	Edit
☐	≡ Full Comp	100%	Percent	Yes	Uncombina...	Yes	Edit

Using the “Global” check box will allow every item to be eligible for the discounts. If there are specific items or categories you do not want to be included for these discounts, navigate to “Menu”.



From there, you can select the category or item(s) you want to be excluded (Gift Card is used in this example). Double click the item to open the interface.



Under the item or category, open the “Discounts” tab.



Product - Gift Card

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	
\$0.00				1	Base Recipe	☐	☒	☒	0		Delete
				1	Base Recipe	☐	☒	☒	0		Add

Exit New Copy Previous Next Apply Save

Any eligible item or invoice discounts are viewed on this screen. If you do not want the discount to be applied to this item or category, check off the top box that says, "Override Item / Invoice Discount from Global".



Product - Gift Card

English Name: Gift Card SKU: ID: 2547

Renamable: ☐ Coupon Code:

Countable On Invoice: ☒ Reorderable: ☒

Type: Auphan GC EBT Cash Benefits Payable: Inherited - No

EBT Food Stamps Payable: Inherited - No

Prices Taxes/Charges Modifiers Discounts Printers

Inventory Suppliers Recipe Info Properties

☐ Override Item Discounts From Global ☐ Override Invoice Discounts From Global

☒ X Amt Off ☒ X Amt Off

☒ Full Comp ☒ Gratuity

☒ First Responders

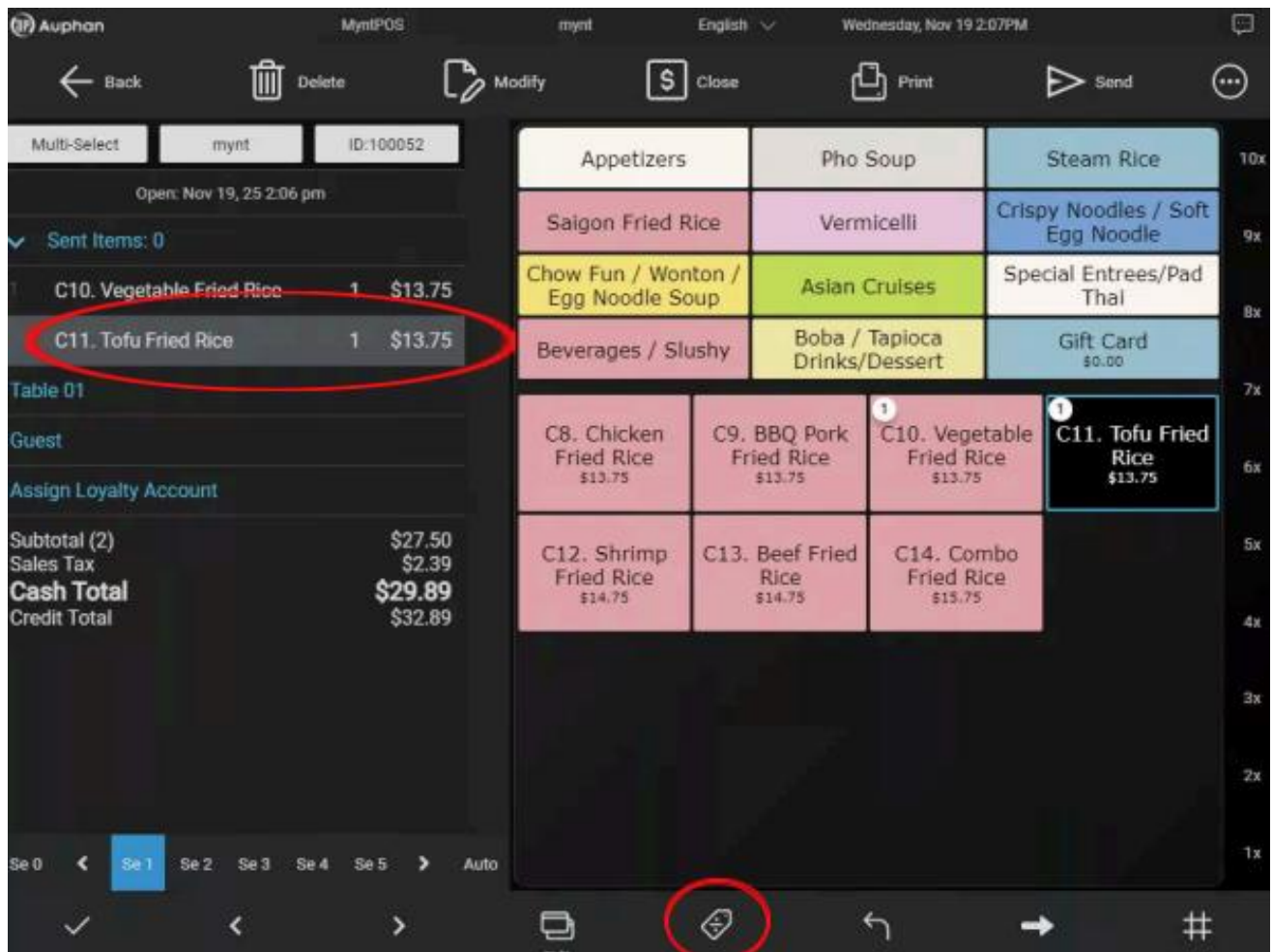
Exit New Copy Previous Next Apply Save

For this gift card item, we will uncheck all discounts, then press save.

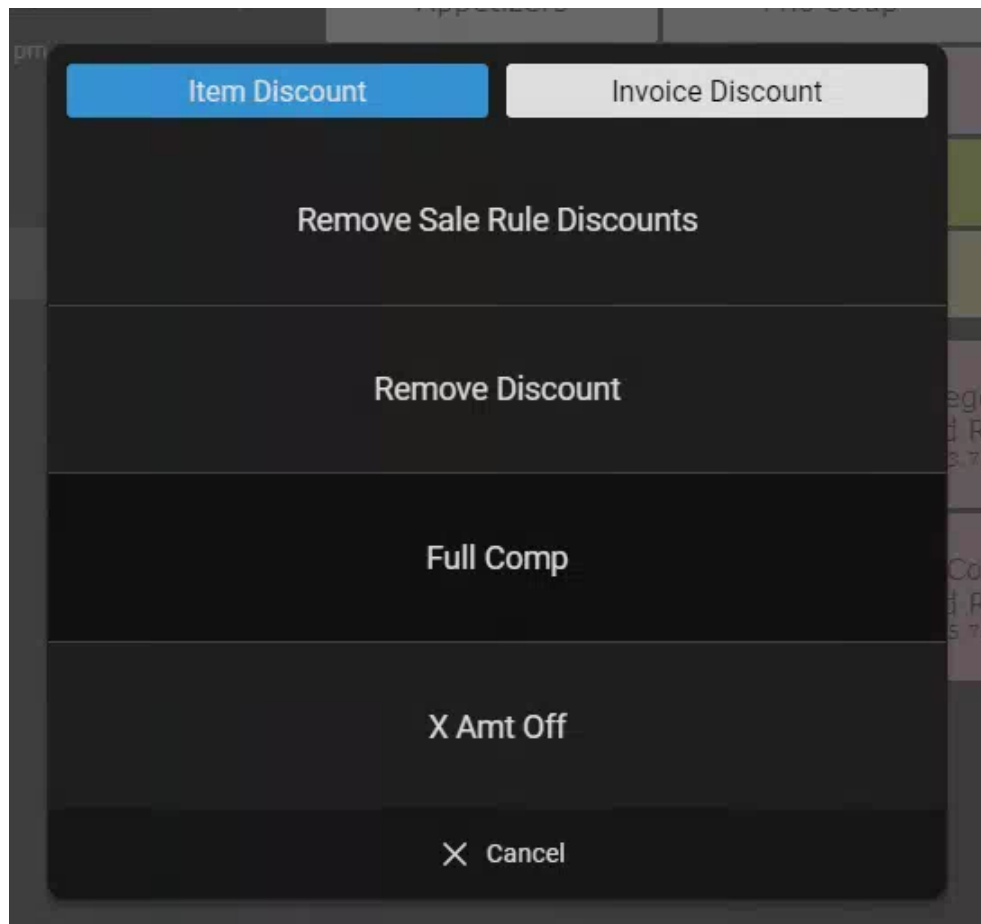


The screenshot shows a software interface for editing a 'Gift Card' product. At the top, there are fields for 'English Name' (set to 'Gift Card'), 'SKU', 'Renamable' (checkbox), 'Coupon Code', 'Countable On Invoice' (checked), 'Reorderable' (checked), 'Type' (set to 'Auphan GC'), 'EBT Cash Benefits Payable' (set to 'Inherited - No'), 'EBT Food Stamps Payable' (set to 'Inherited - No'), and 'Monthly Amt'. Below these is a grid of tabs: 'Price', 'Taxes/Charges', 'Modifiers', 'Discounts' (highlighted in blue), 'Printers', 'Times', 'Combo', 'Image', 'Inventory', 'Suppliers', 'Recipe', 'Info', and 'Properties'. The 'Discounts' tab is circled in red. It contains two columns of settings. The left column has 'Override Item Discounts From Global' (checked), 'X Amt Off' (checkbox), and 'Full Comp' (checkbox). The right column has 'Override Invoice Discounts From Global' (checked), 'X Amt Off' (checkbox), 'Gratuity' (checkbox), and 'First Responders' (checkbox). At the bottom, there is a navigation bar with buttons: 'Exit', '+ New', 'Copy', 'Previous', 'Next', 'Apply', and 'Save' (circled in red).

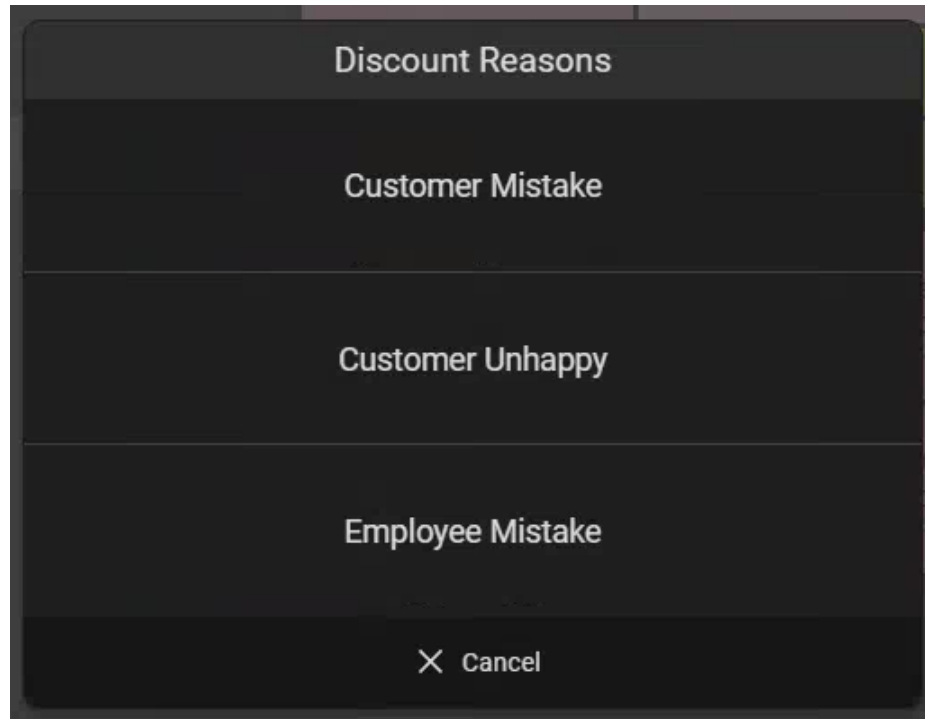
Now that we have the discounts set up, we can test them. To do so, we can login normally, add items to our sale, then apply our discounts. In this example, we will do an item discount for Tofu Fried Rice. Let's say one of the servers was walking the rice to the table and dropped it, leaving us to make another one and the customer is upset and wants to be fairly compensated for it. We will do an item discount on just the Fried Rice by selecting it on the left side from the invoice (making sure it is highlighted), then pressing the discount tag at the bottom.



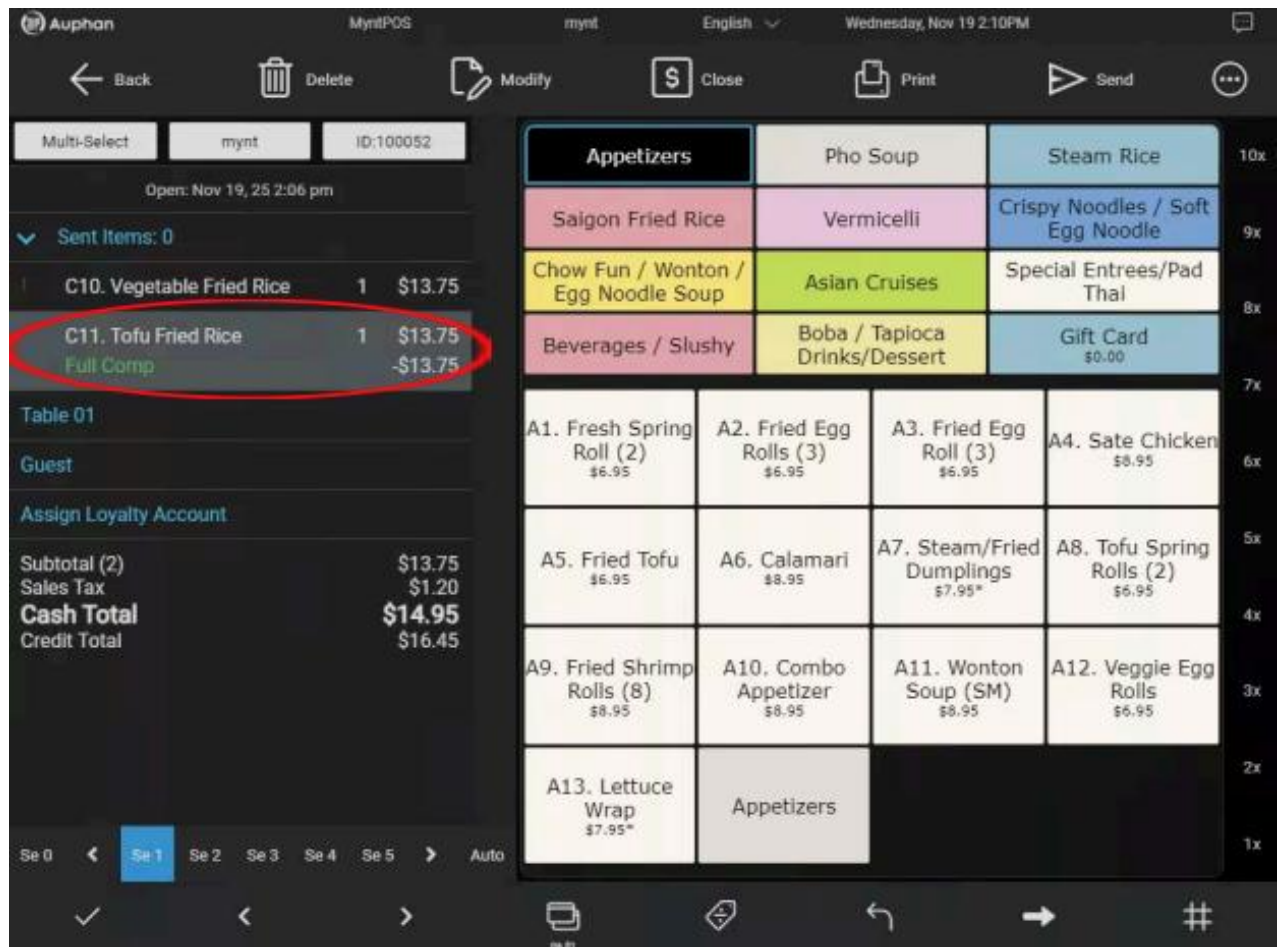
All Discounts will be available to select once opening this menu.



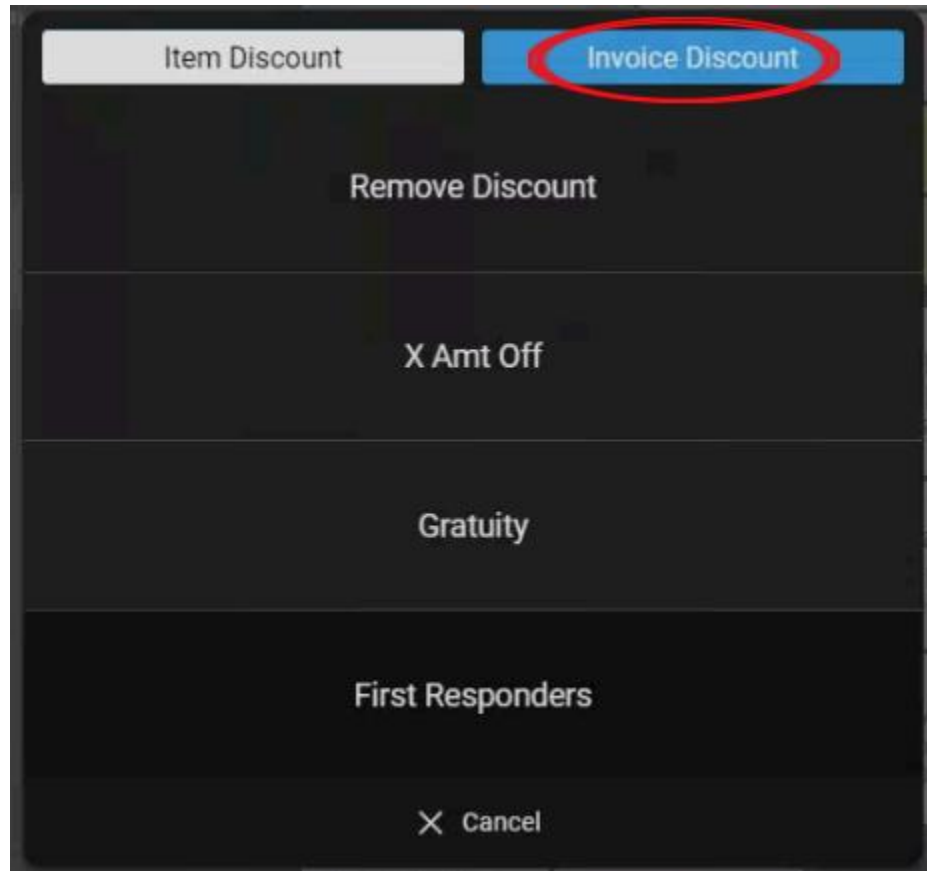
After selecting the desired Discount, it may prompt a reason. Select the most appropriate reason from this list. These can be configured in the management screen under “Discount Reasons”. They can also be disabled per discount in the Item Discounts or Invoice Discounts screen in Management by unchecking “Need Reason”.



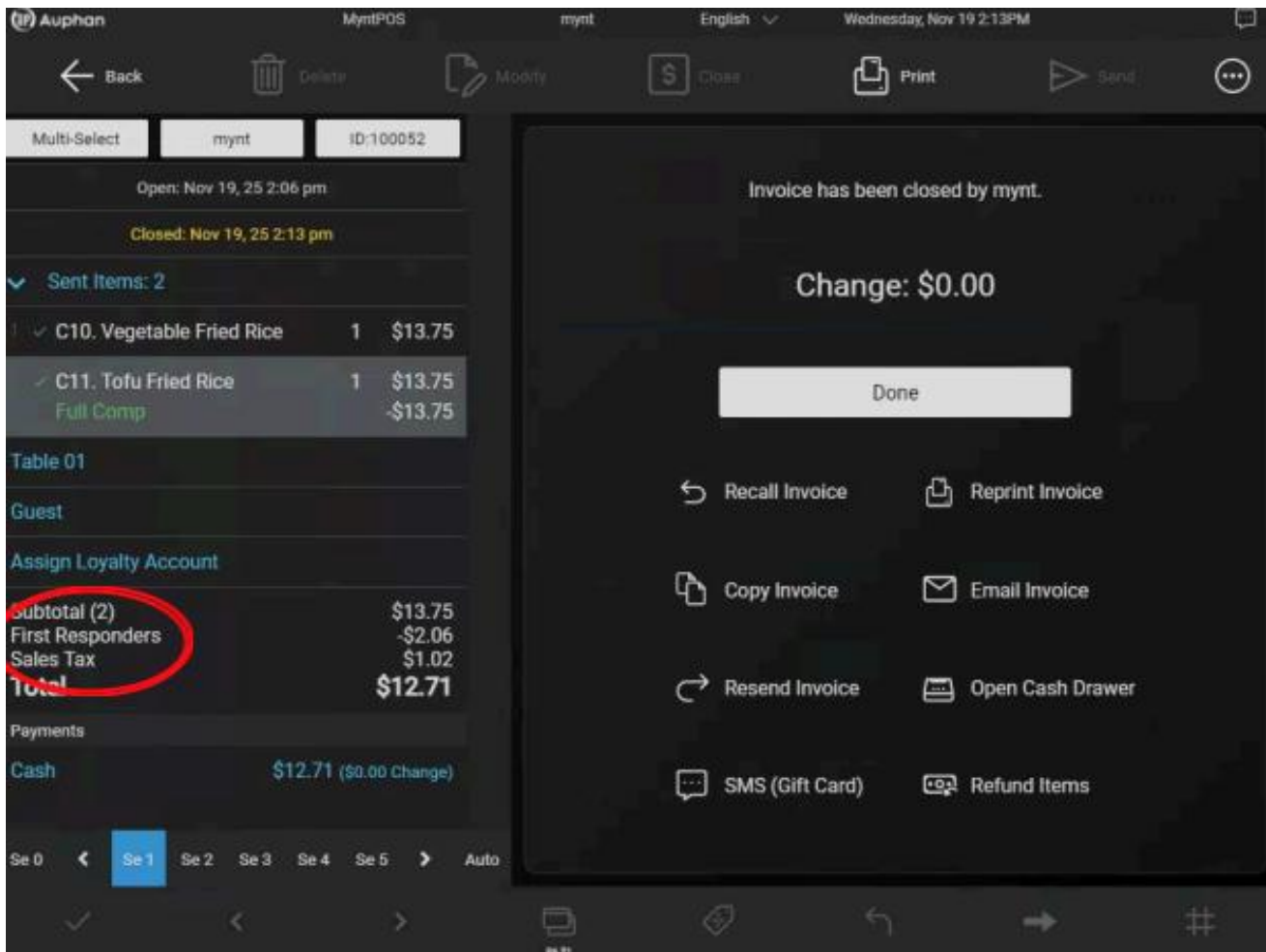
Now we can see our "Full Comp" item discount being applied to only the Fried Rice as we intended.



To apply a full invoice discount, select the item tag and change the tab to invoice discount.



The discount reflects off the total at the closing screen as shown below.



Congratulations!

You can now successfully create
and apply discounts!