

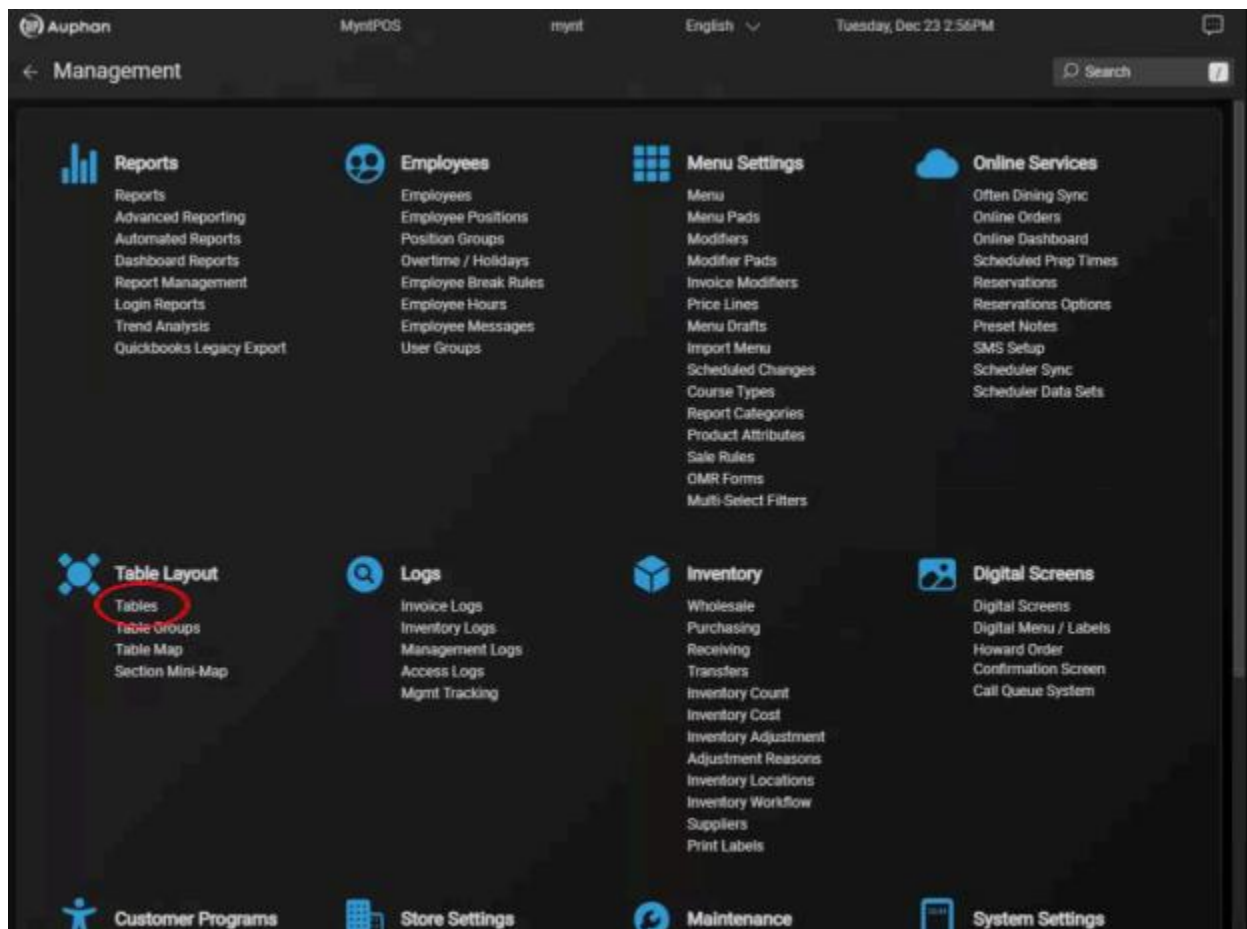


HOW TO CREATE A TABLE MAP

MYNT CORE & ENTERPRISE

This is a step-by-step guide on how to create a table map in Mynt.

Creating the Tables



Navigate to “Tables” under “Table Layout” in Management.



Auphan MyntPOS mynt English Friday, Dec 26 2:06PM

← Tables ✓ Save

ID	Order	Name	Short Name	Group	Size	Type	Printer Set	OLO Printer	PAT Printer
100	00	Delivery		Default		Delivery	None	Default	Default
101	00	Pickup		Default		Pickup	None	Default	Default
102	00	Wholesale		Default		Wholesale	None	Default	Default
103	00	Web eGift		Default		eGift Issue	None	Default	Default
105	40	Kiosk		Default		Kiosk Takeout	None	Default	Default
1002	60	01		Default	1-4	Dine-In	None	Default	Default
	70			Default		Dine-In	None	Default	Default

This will display a list of all tables in the system. By default, these are the options the system comes with.

Auphan MyntPOS Auphan Tech English Friday, Dec 26 2:18PM

← Tables ✓ Save

ID	Order	Name	Short Name	Group	Size	Type	Printer Set	OLO Printer	FET Printer	Reservable	Click Behavior	
100	00	Delivery		Default		Delivery	None	Default	Default		Double Click	Delete
101	00	Pickup		Default		Pickup	None	Default	Default		Double Click	Delete
102	00	Wholesale		Default		Wholesale	None	Default	Default		Double Click	Delete
103	00	Web eGift		Default		eGift Issue	None	Default	Default		Double Click	Delete
105	40	Kiosk		Default		Kiosk Takeout	None	Default	Default		Double Click	Delete
1002	60	01		Default	1-4	Dine-In	None	Default	Default		Double Click	Delete
	70	Test		Default		Dine-In	None	Default	Default		Double Click	Add

To add or adjust any table names, you can simply type the table name in the “Name” box, then press “Add” on the right. Table names can be words or numbers; however you like to have your restaurant set up.



MyntPOS mynt English Friday, Dec 25 2:16PM

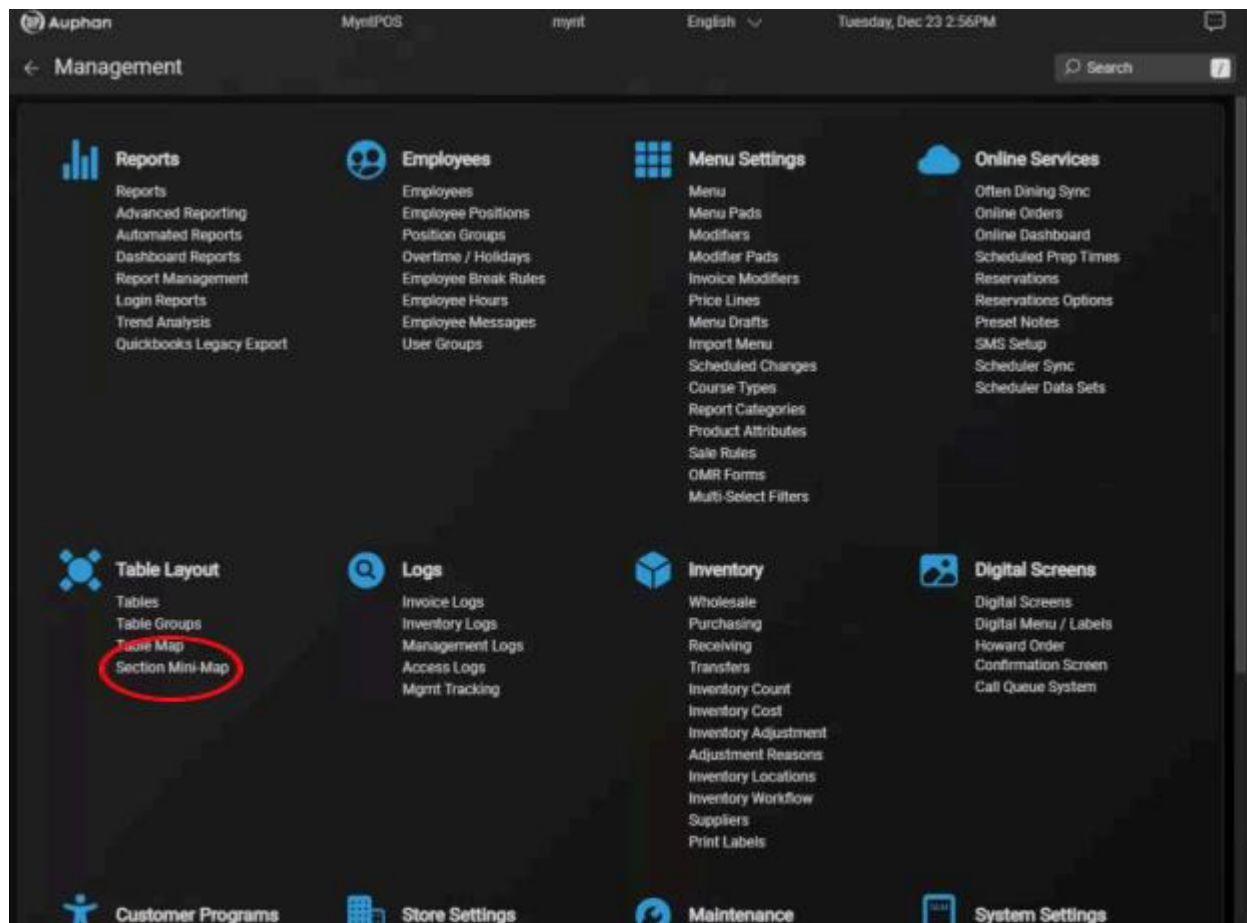
← Tables ✓ Save

ID	Order	Name	Short Name	Group	Size	Type	Printer Set	OLD Printer	PAT Printer
100	00	Delivery		Default		Delivery	None	Default	Default
101	00	Pickup		Default		Pickup	None	Default	Default
102	00	Wholesale		Default		Wholesale	None	Default	Default
103	00	Web eGift		Default		eGift Issue	None	Default	Default
105	40	Kiosk		Default		Kiosk Takeout	None	Default	Default
1002	60	01		Default	1-4	Dine-In	None	Default	Default
1003	70	Test		Default	1-1	Dine-In	None	Default	Default
	80			Default		Dine-In	None	Default	Default

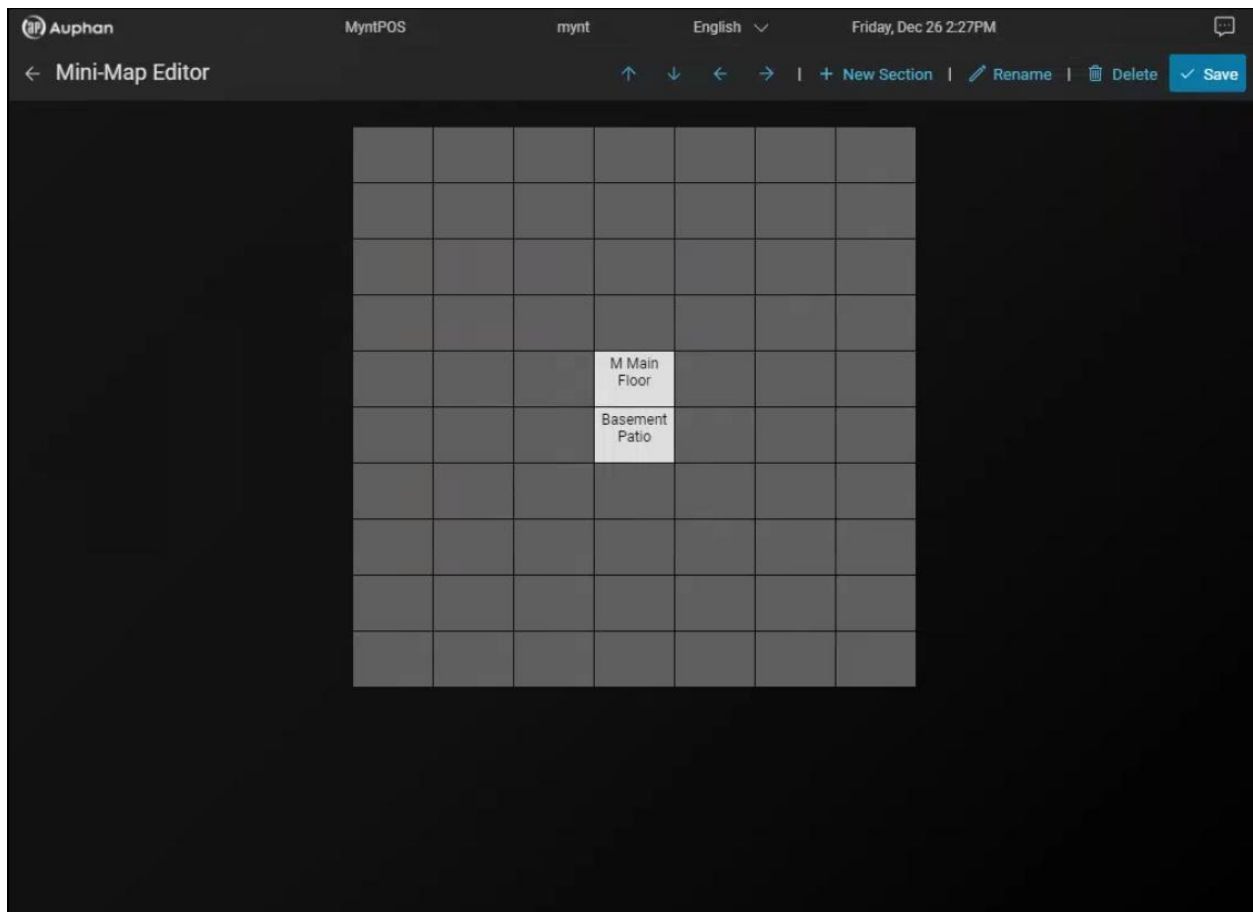
Once you have all of your tables created, press “Save” in the top right.



Creating sections



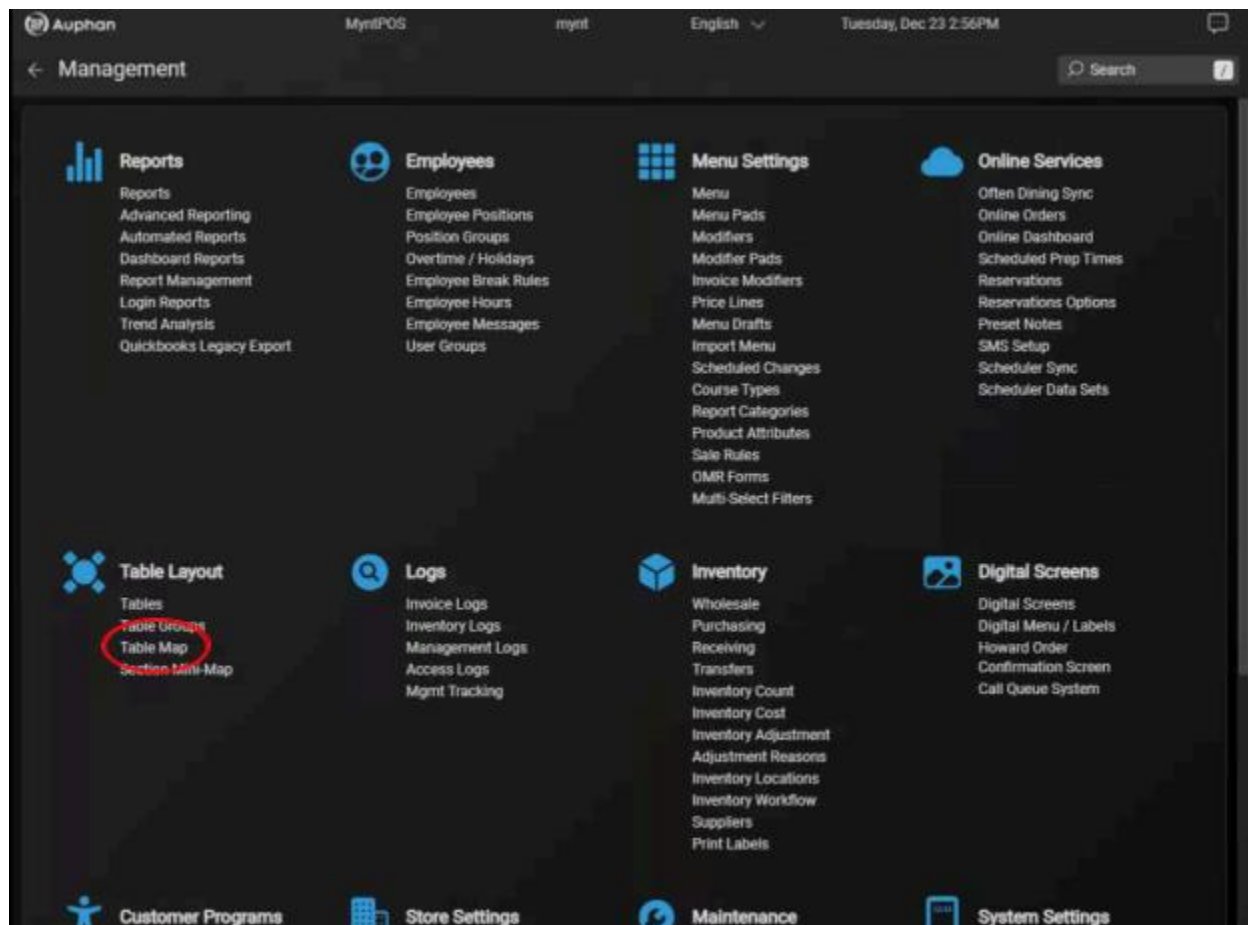
Now that the table itself is set up, we can add it to the table map. If you have multiple sections or want to rename the main section, we can go to the “Section Mini-Map” tab.

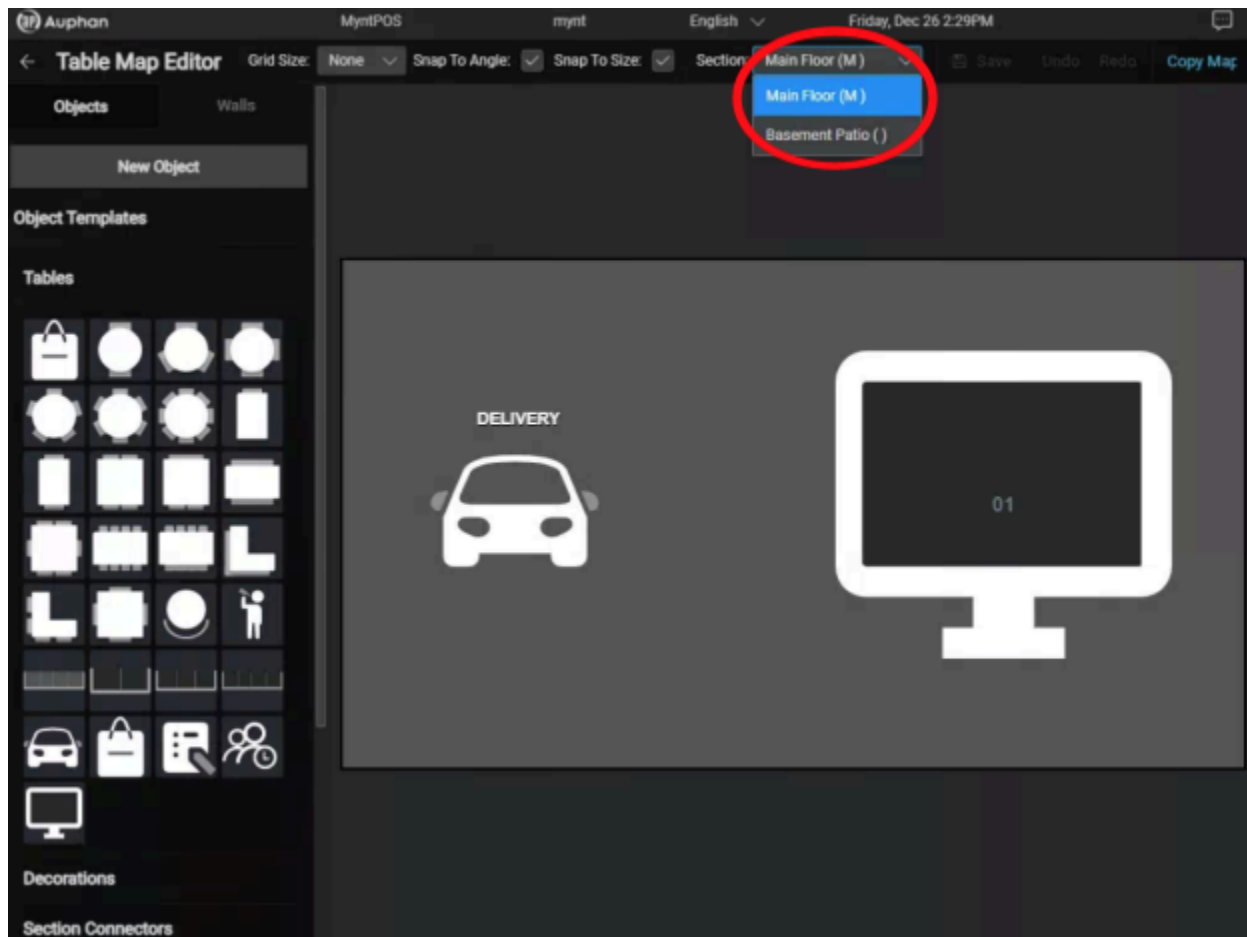


This is the mini map screen. You can add a new section by using the “New Section” button in the top right, then use the arrows to move it around based on how your restaurant is set up. You can also rename current sections by selecting the section and pressing “Rename” in the top right. For this example, we will leave the Main floor section as it is.

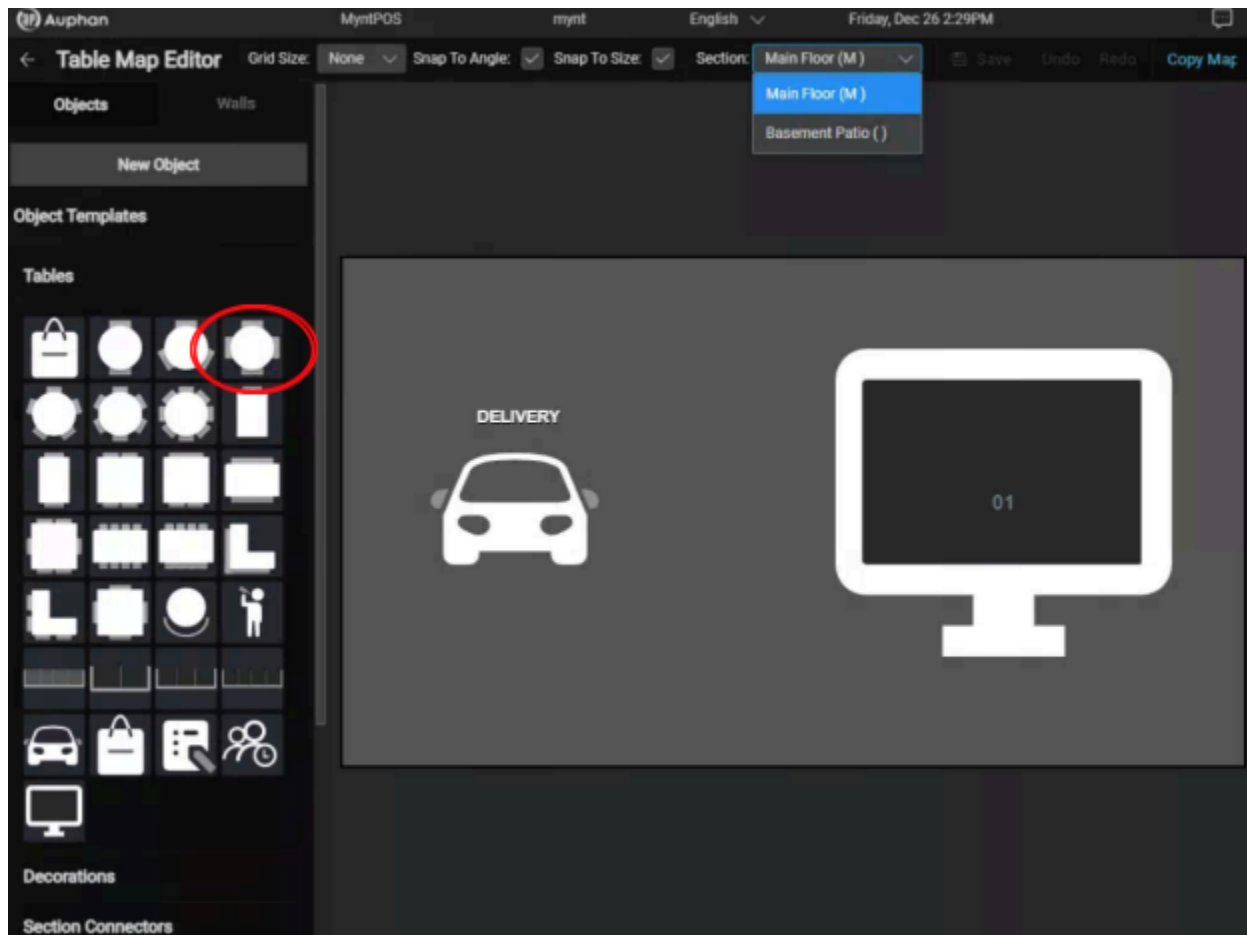


Creating a Table Map

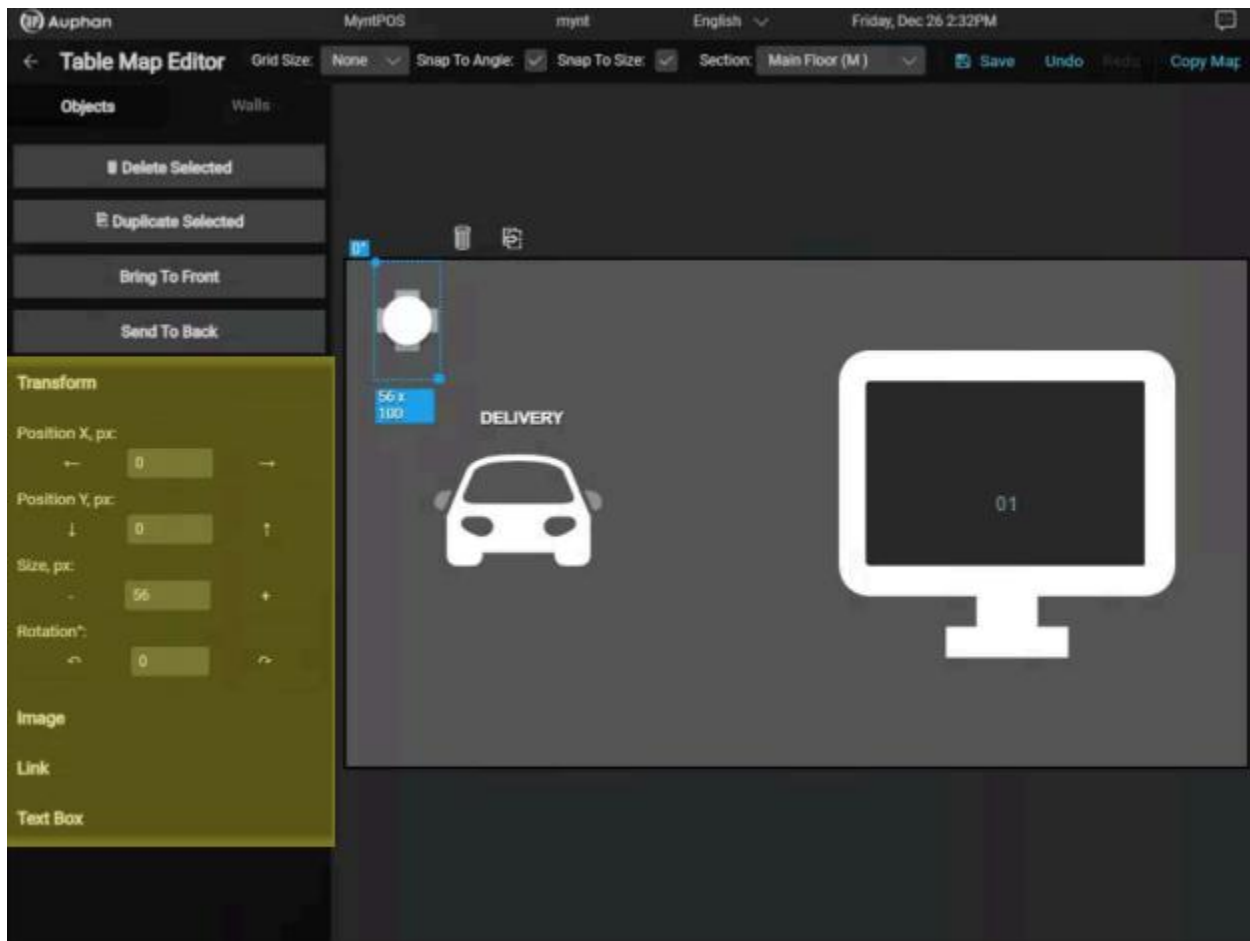




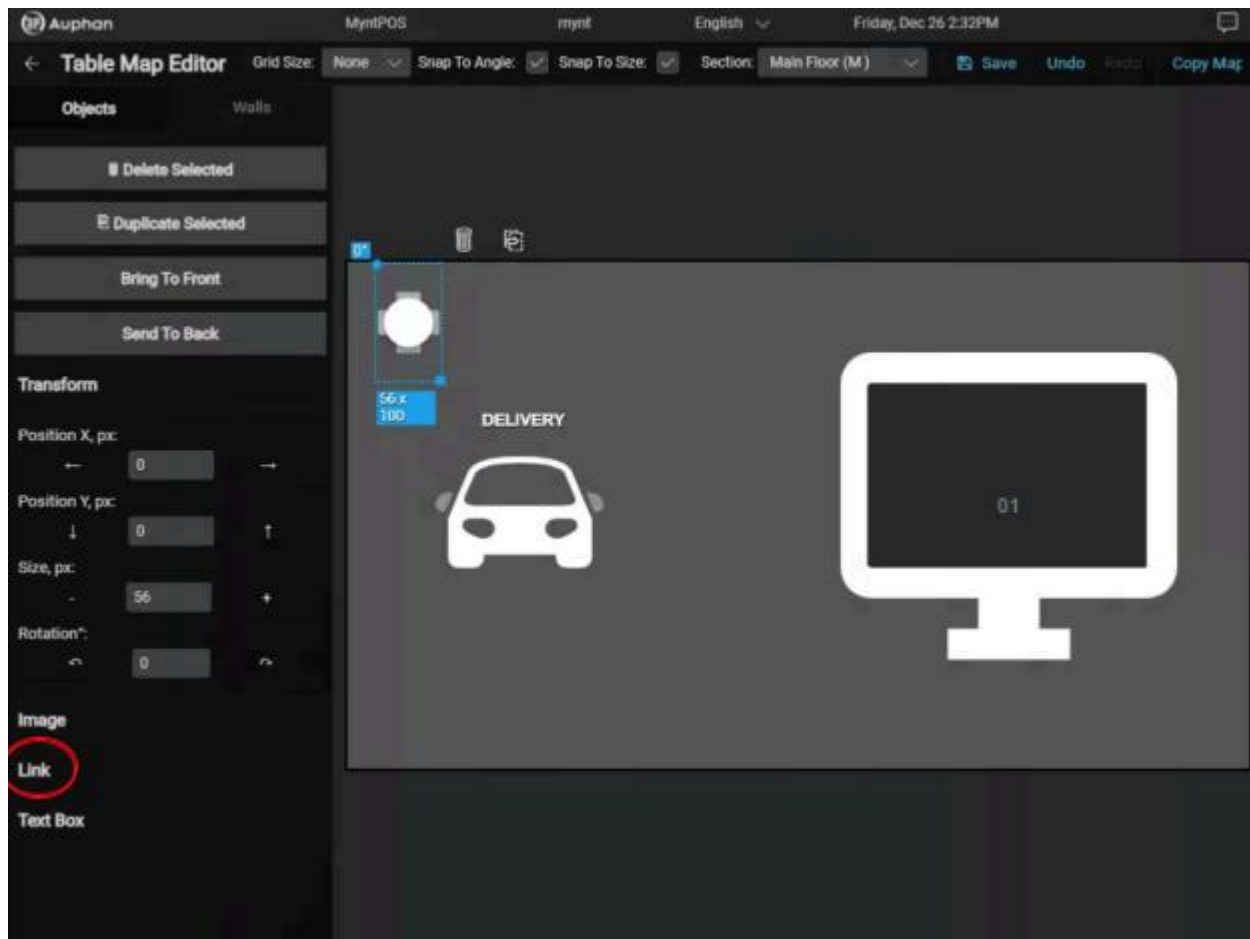
This is the table map screen. This is where we can customize our table map, create different table icons, separate our sections, and link the tables to icons. Any sections you have set up will appear at the top of the screen. Using the dropdown box will allow you to move to your other sections.



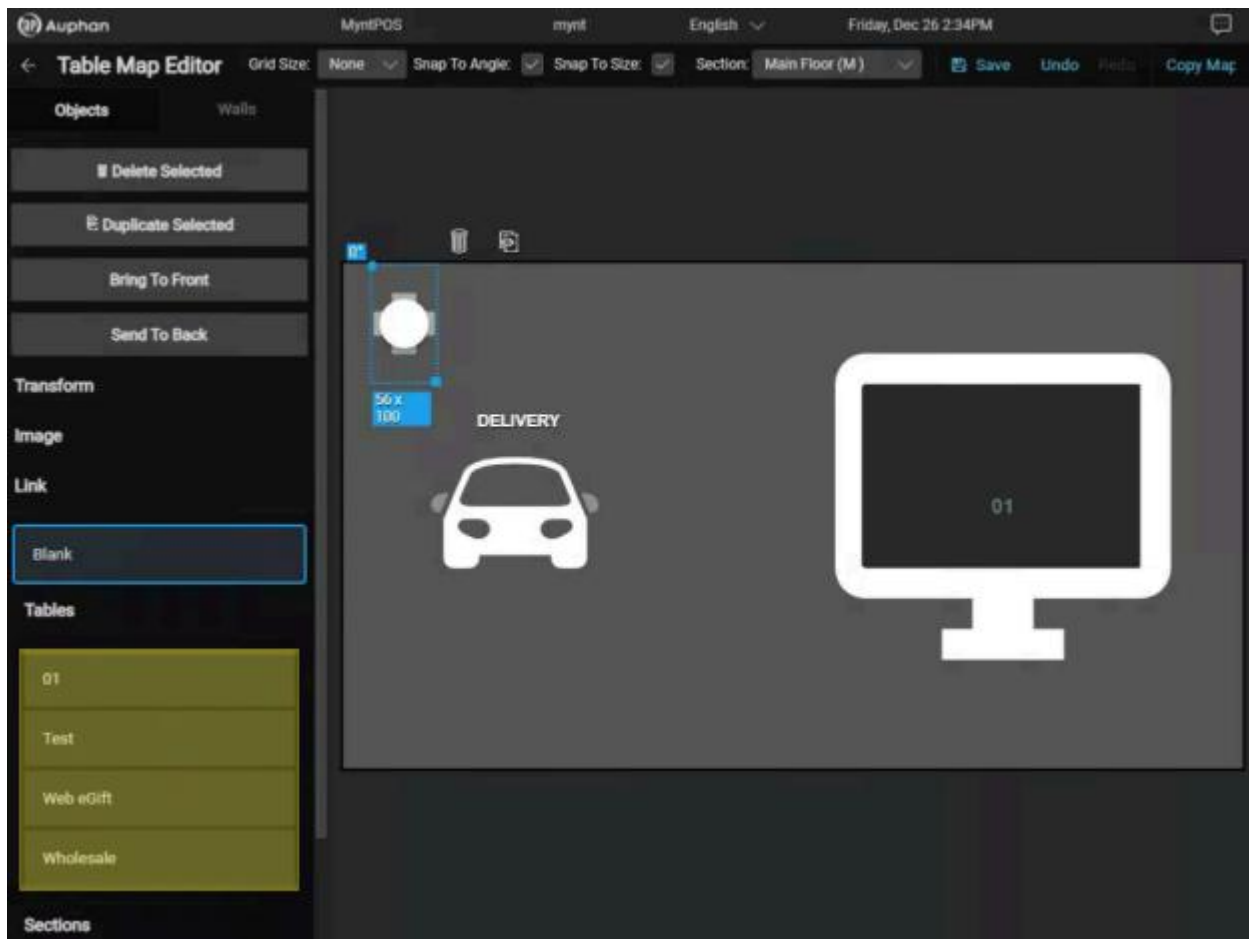
To add a new table icon, we can go under the “Tables” dropdown in the toolbox. You can see the different table icons: some 2 top circle tables, some 4 top square tables, some booths, etc. Keep in mind, these are only icons and have no effect on the number of seats. They are simply for display. Let’s select the 4-seat round table in the top right.



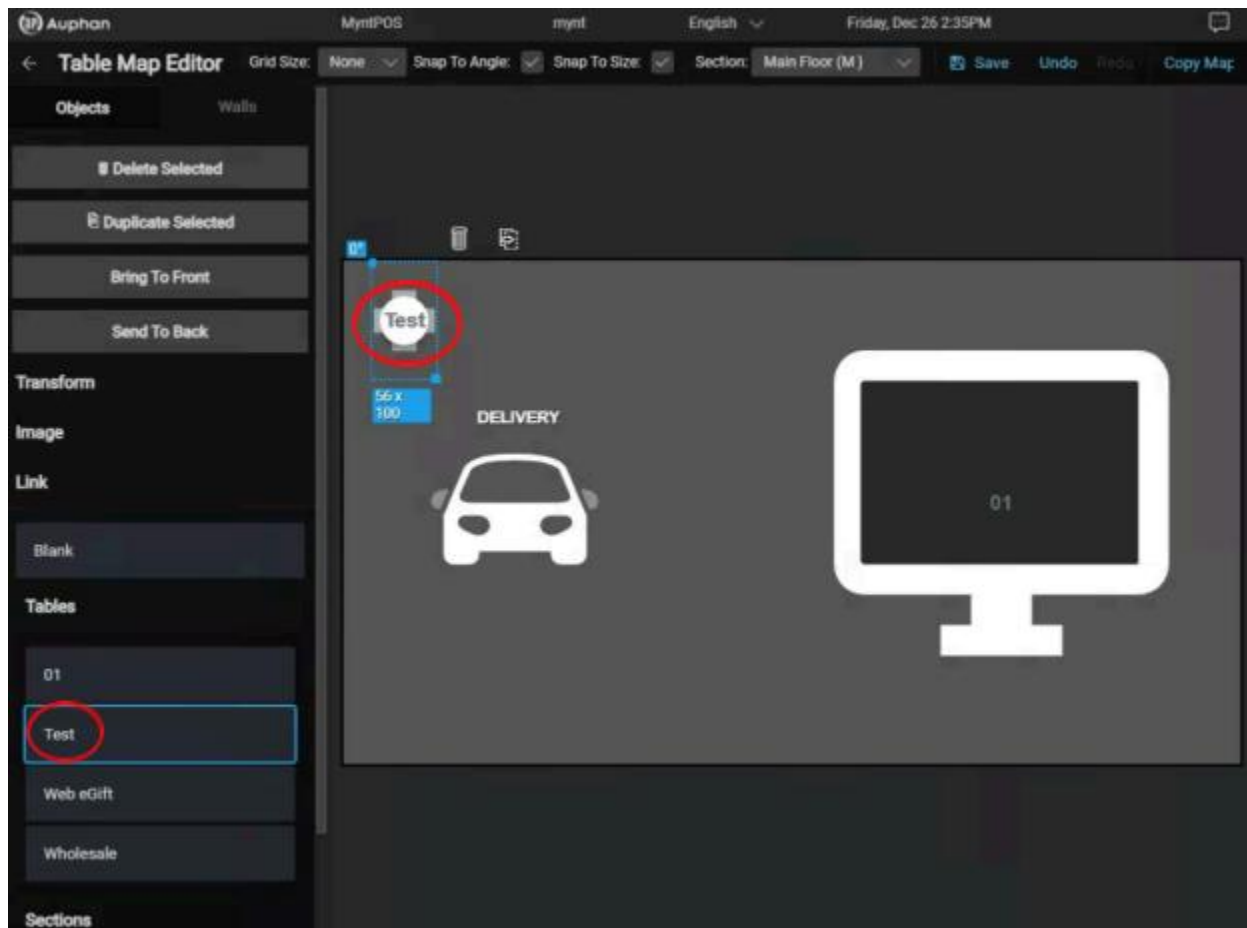
After we select an icon, it will be added to the table map, and we can drag it around as we please. We can also resize, rotate, delete, or link the table.



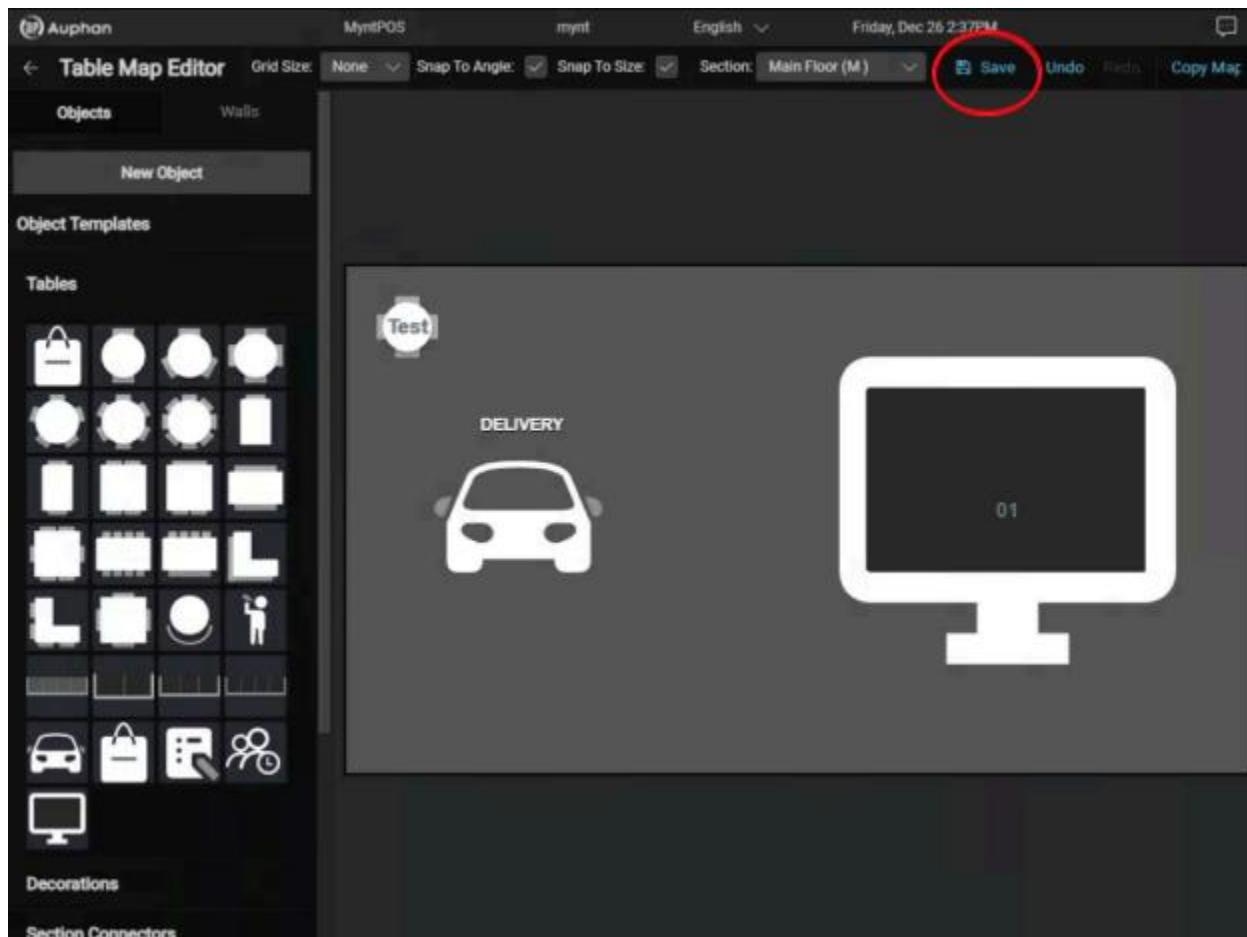
After rotating, resizing, and moving the table to your liking, we can then link the table icon to a table we set up in the first step. To do so, you can click the “Link” tab under the Tools.



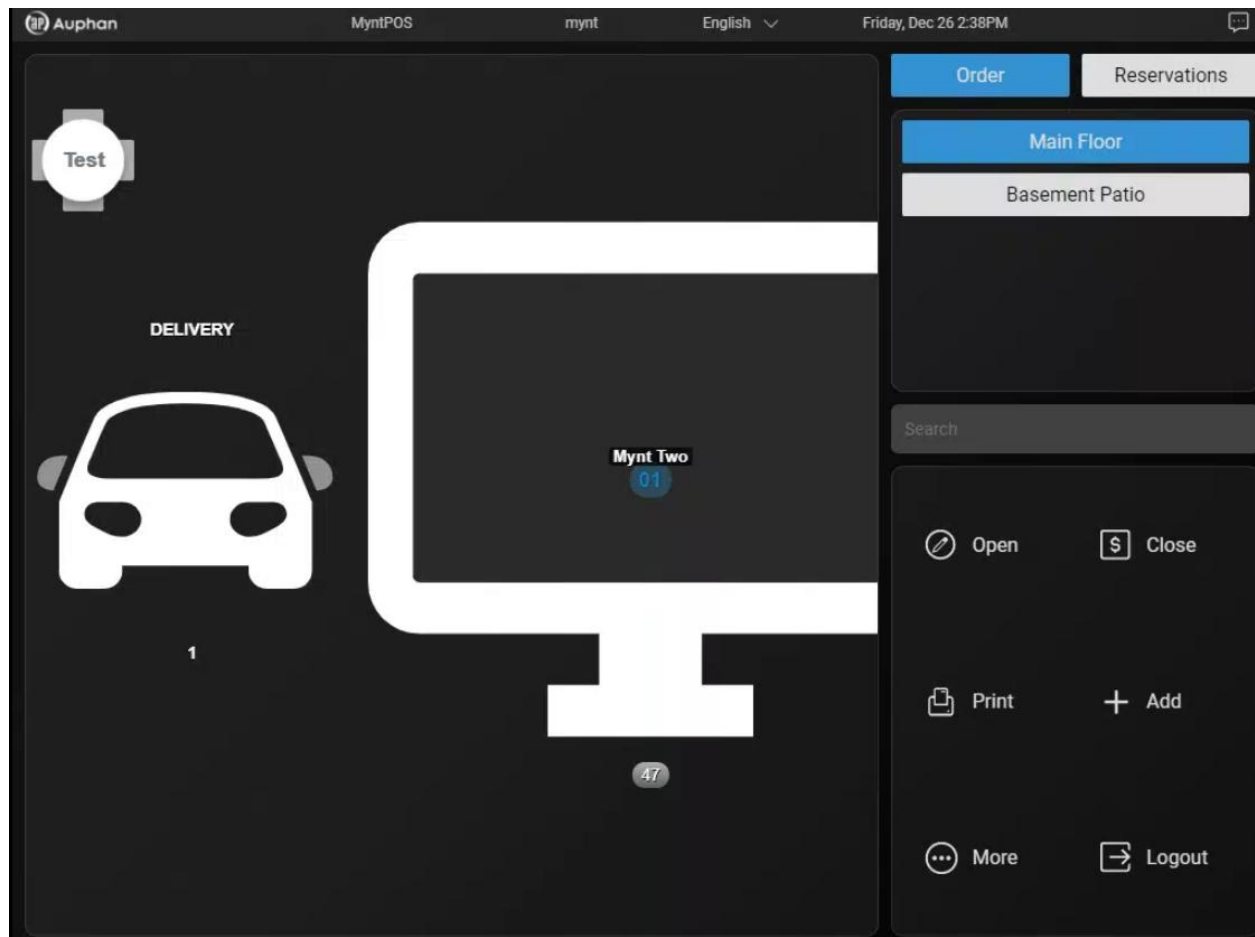
Once selected, you can access the list for tables. This is a list of tables that have been set up in the first couple steps through the “Tables” tab. Here, you can match up what table you want the icon to be linked to. Simply select the table you want from the list.



When done properly, you will see under the “Link” tab which table it is linked to. You will also see the table name on the table icon.



Whenever you are done with the table map, you need to press “Save” in the top right. This will save any changes you have made and make them live immediately.



After that, when you now log in, the table map will have taken effect. Please note tables must be linked to be used and clicked on to place orders through and store invoices.

