

# Restaurant Manager Database Definitions for HotSchedules Integration



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**EMPLOYEE.DBF      Employee data file**

Field	Type	Vers	Description
-----	----	----	-----
Emp_no	N4		Employee number (1/15/97 N3-->N4)
Emp_name	C25		Employee name
Emp_name2	C13		Employee POS name
Emp_pass	C15		Employee password
Emp_phone	C15		Employee phone #
Emp_street	C25		Employee address
Emp_city	C25		Employee city
Emp_state	C15		Employee state
Emp_zip	C15		Employee zip
Emp_log	L1		Clocked in .F.
Emp_rate1	N15.3		Hrly rate (job 1)
Emp_rate2	N15.3		Hrly rate (job 2)
Emp_rate3	N15.3		Hrly rate (job 3)
Emp_rate4	N15.3		Hrly rate (job 4)
Emp_rate5	N15.3		Hrly rate (job 5)
Emp_txt1	C25		Descriptive text 1
Emp_txt2	C25		Descriptive text 2
Emp_txt3	C25		Descriptive text 3
Emp_acct	C10		G/L account #
Emp_pswd	C30		Employee password <----- Index Key
Emp_Call	L1		Server Call On .F.
Emp_jc1	N2		Job Class 1
Emp_jc2	N2		Job Class 2
Emp_jc3	N2		Job Class 3
Emp_jc4	N2		Job Class 4
Emp_jc5	N2		Job Class 5
Emp_Recno	N6		LOGINyy pointer
Emp_Level	N2	14.0	Empl Security Lvl when clocked in (-1 to use job class)
Emp_Hours	N6		Total Hours 2 (See Note)
Emp_Driver	L1		Designated Driver
Emp_Note	Memo		Memo field (windows version only)
Emp_Active	L1		Active flag (windows version only)
Emp_Break	L1		Set .T. when employee is on break
Emp_Adate	D8		Date for prioritizing drivers
Emp_Atime	C8		Time for prioritizing drivers
Emp_Away	L1		Indicates when driver is out (see note)
Emp_Finger	L1		.T. to use fingerprint reader for this emp
Emp_Fingp	Memo		Fingerprint info
OT_Rate1	N15.3	14.0	OT rate for 1st job (0 to use OT mult from config.dbf)
OT_Rate2	N15.3	14.0	2nd job
OT_Rate3	N15.3	14.0	3rd job
OT_Rate4	N15.3	14.0	4th job
OT_Rate5	N15.3	14.0	5th job
Job_SecLvl	N2	14.0	Security level of the employee job class when clocked in
Out_SecLvl	N2	14.0	Security level when employee is clocked out
Emp_Job	N2	15.0	Job class for current shift
Emp_Sal	L1	15.0	indicates if the employee is on salary
Emp_SRate	N15.3	15.0	daily rate for the salaried employee
Emp_Email	C127	18.0	address for sending external emails
Hire_Date	D8	15.0	when the employee was hired
Leave_Date	D8	15.0	employee leave date
Strong_NFO	C255	15.1	Info for strong password (Admin password)

## EMPSCHED.DBF - Schedule enforcement table.

Field	Type	Vers	Description
-----	----	----	-----
EMP_NO	N4		Employee number (relates to EMP_NO in Employee.DBF)
JOB_NO	N4		Job class (relates to JOB_NO in JOBCLASS.DBF)
SHIFTNUM	N3		Unused
DATE	D8		Date that the shift starts.
STARTTIME	C8		Starting time of the shift (HH:MM:SS)
ENDTIME	C8		Ending time of the shift.
EMP_NOTIFY	L1		The employee been notified about this shift via email.
LOCKED	L1		Do not allow editing of this shift.
PRIORITY	N2		Priority of this shift
SQLSTATE	N2		addition for SQL usage

### NOTES:

If ENDTIME is less than STARTTIME, then that shift ends on the next day.

This file uses a compound index key as follows: DTOC(Date) + STR(Emp\_No, 8)

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## JOBCLASS.DBF - Description of Job Classifications

This file contains descriptions for the various job classifications (i.e., waiter, bartender, dishwasher, manager, etc.).

Field	Type	Vers	Description
-----	----	----	-----
JOB_NO	N4		Key field (= record #)
JOB_DESC	C15		Job Description
JOB_SCHED	L1		Enable Scheduling
JOB_TIPS	L1		Flag to declare tips when clocking out
JOB_NAVSET	N3	14.0	Nav bar to display for this job class
TIPSHRPCT	N8.4	14.0	Tip share percentage for this job class (No longer used)
TIPSHRCOMP	N1	14.0	Tip share computation method (No longer used)
JOB_SECLVL	N2	14.0	Security level for the this job class
JOB_ACCT	C36	14.0	QB assigned acct List ID for this job class
JOB_GROUP	N4		Default item group for the job class
JOB_DRIVER	L1	15.0	Flag to declare job as a driver class
JOB_REVRPT	L1	15.0	Flag to prompt for revenue report
JOB_CREATE	L1	16.0	Allow this job class to create new transactions
JOB_XFER	L1	16.0	Allow this job class to transfer checks / transfer items
JOB_INITCT	L1	16.0	Allow this job class to initialize cash tray
JOB_TPAID	L1	16.0	Allow this job class to input tips paid out
JOB_TRECV	L1	16.0	Allow this job class to input tips received
SQLSTATE	N2	17.0	addition for SQL usage

## LOGINyy.DBF - Login/logout Audit Trail

This file contains employee login/logout data along with relevant information for each work period.  
This file is used as LOGIN<YY>, where <YY> is the current year, last two digits.

Field	Type	Vers	Description
-----	----	----	-----
EMP_NO	N4		Employee number
IN_DATE	D8		Login date
IN_TIME	C8		Login time
OUT_DATE	D8		Logout date
OUT_TIME	C8		Logout time
LOGIN_REF	N8	11.0	Login reference number
REVENUES	N15.3		Total revenues (including hash item)
REAL_TIPS	N15.3		Total actual tips recorded in PMT file
CLAIM_TIPS	N15.3		Declared tips
ACCT_POST	L1		Posted to accounting
HRLY_RATE	N15.3		Hourly pay rate
REPRINTS	N2		Number of check reprints
DEL_ITEMS	N15.3		\$ value of item deletions
JCLASS	N2		Job classification
MEALS	N15.3		Employee meals
MONEY_DROP	N15.3		Total Money Drops
EDIT_LOG	L1		
OT_HOURS	N10.4		OT hours this clock in
OT_RATE	N15.3		OT hourly rate
IN_SESS	N5	11.0	Session # when clocking in
OUT_SESS	N5	11.0	Session # when clocking out
BREAKHOURS	N6.2	12.0	# of hours employee was on break during shift
CC_FEES	N15.3	12.0	Total credit card fees on CC tips during the shift
OT_FIXRATE	N15.3	14.0	Fixed overtime rate (see note*)
PO_RECV	N15.3	14.0	Money received from employee paid outs
PRETAXREV	N15.3	14.0	Pre tax revenues (including hash items)
CASH_SALES	N15.3	15.0	Cash sales
CASH_TIPS	N15.3	15.0	Cash tips
ODOM_IN	N3	15.0	Odometer reading at start
ODOM_OUT	N3	15.0	Odometer reading at finish
DRIVE_DIST	N5	15.0	Distance driven during shift
DRIVE_RATE	N9.3	15.0	Driving reimbursement rate (per mile/km)
TIPS_PAID	N15.3	16.0	Amount of tips paid out
TIPS_RECV	N15.3	16.0	Amount of tips paid out
SQLSTATE	N2	17.0	addition for SQL usage
HASH_TOTAL	N15.3	18.0	Total hash items (pre-tax) for the login
RAWINDATE	D8	18.0	Actual clock in date (may be different than In_Date if rounding is used)
RAWINTIME	C8	18.0	Actual clock in time
RAWOUTDATE	D8	18.0	Actual clock out date
RAWOUTTIME	C8	18.0	Actual clock out time

LOGINyy.DBF ... continued

Indexed on	Index file
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In_date	Login<yy>.NTX

The login reference number provides a link to sls<mm><yy>.

Estimated file size for 50 login/logouts per day:

$$50 * 144 * 365 = 2.6 \text{ MB per year}$$

REVENUES, PRETAXREV:

Both these fields include the value of hash items. To get the amount without the hash sales, you must subtract the field HASH\_TOTAL.

IN\_SESS, OUT\_SESS:

These fields are provided for reporting purposes. All activity during the login period will be contained between the in\_sess and out\_sess. If you clock in before the session is open, the in\_sess is set to the 'next' session number. If you clock out after the session is closed, the out\_sess is set to the last session number.

OT\_FIXRATE

if > 0, CalcOT will use this value as the overtime rate rather than computing it based on the regular rate.

## SLSmmyy.DBF - Sales header file

This file contains header information for each guest check. This file is used as SLS<mmyy>.DBF, where <mmyy> is a four digit number corresponding to the month and year.

Field	Type	Vers	Description
-----	----	----	-----
BILL_NO	N9		Order number
FACT_NO	N9		Check number
SESSION_NO	N5		Session number
TABLE	N3		Table number
SEAT_NO	N2		Seat number (for split checks only)
WAITER	N4		Employee (server) number
PEOPLE_NO	N4		Number of covers
PAY_TYPE	N2		Method of payment
DISC_TYPE	N2		Discount type
OPEN_TIME	C8		Time check was started
DATE	D8		Date check was started
BILL_TIME	C8		Time check was settled
BILL_DATE	D8		Date check was settled
PRINTED	L1		Check printed
POSTED	L1		Check settled
TOTAL	N15.3		Check sub-total (includes hash items)
RECEIVED	N15.3		Amount received (plus tip)
TAXES	N15.3		Taxes
AUTO_GRAT	N15.3		Auto gratuity amount
LOGIN_REF	N8	11.0	Login reference number
CASH_DRAW	N3		Cash Till Number
SALE_TYPE	N1		Sale type (POS_type) *
SALE_AREA	N1		Sale Area (POS_Area)
ACC_POSTED	L1		Posted to accounting
DISCOUNT	N15.3		Discount amount
DOLLARDISC	N15.3	16.0	Fixed discount amount
TAXABLE	L1		Taxable transaction
PRT_TIME	C8		Time check was printed
PRT_DATE	D8		Date check was printed
DISC_PCT	N8.4		Discount percentage
HIDDEN	L1		Flag to hide transaction
TAX_TABLE	N1		Primary or Secondary tax tbl
ACCOUNT_NO	C10		Guest Account Number
REV_CENTER	N2		
PHONE	C17		Customer Phone
CUST_ID	N10		Customer ID
PHONE_ID	N10		
GRATOVRPCT	N6.2		Add-hoc tip pct

## SLSmmyy.DBF ...continued

GRATOVRAMT	N15.3	Add-hoc tip amt
NOTE	C30	Reference
SLS_NAME	C25	Guest Account Name
CASH_BACK	N15.3	Cash back
TRANS_ID	N7	11.0 Transaction identifier (see note)
START_STN	N3	12.0 Starting station #
SETTLE_STN	N3	12.0 Settlement stn #
WAITERO	N4	12.0 Originating employee #
SEND_TIME	C8	12.0 Send time
ASSG_TIME	C8	12.0 Assign time
TRAY_REF	N8	12.0 Unique cash tray reference (not used)
NOTAXAMT	N15.3	Non-taxable revenue (added on 3/28/01)
RETN_TIME	C8	14.0 Driver returns time
ADDRESS_ID	N10	17.0 to replace ADDR_MODE, links to CUSTADDR->ADDRESS_ID
ADDR_MODE	N6	17.0 no longer used
ADVCONVERT	N1	17.0 web ordering - sale type to convert to
READY_TIME	C8	17.0 Ready time of Order
SQLSTATE	N2 17.0	Support for SQL
HASH_TOTAL	N15.3	Total pre-tax value of hash items

### **SLSmmyy.DBF Notes:**

Field ROOM\_NO removed from file no longer used here, replaced by PX->Room\_No

Field ADDR\_MODE no longer used, but is retained for backward compatibility only, valid codes were: Address mode (0 = primary, 1 = alternate)

Current ADVCONVERT values to convert:

- 2 = tab
- 4 = delivery
- 0 = prompt

The accounting iface flag is set once the information has been transferred to the accounting package's journal. The login reference number is linked to LOGIN<yy>.DBF.

### **Seat\_No:**

This is used for table transactions and split checks only. For all other transactions (incl. unsplit tables), seat numbers are stored in the temporary transaction file.

Sale\_Type: 1 = Tables      2 = Tabs      3 = Fast Trans      4 = Delivery

Hidden is set to .T. by "Session Edit" to hide this transaction.

Tax\_Table is set to 1 for primary tax, 2 for secondary. This field marks the active tax table when changing the tax table on the fly. When recalling the check, the tax table is restored appropriately. This field is not used on any reports.

SLSmmyy.DBF ...continued

GratOvrPct and GratOvrAmt are set to -1 to turn OFF gratuity override. The gratuity override is set when printing the check.

The actual tip can be computed as follows:

Actual tip = Received - Total - Taxes - Cash\_Back

(This is somewhat dated, there is a tip\_pct field to take into account now. BTR)

Trans\_Id:

This field varies depending on the POS mode as follows:

Tables:	Table #
Delivery:	DLV #
Tabs:	Tab #
Fast:	Station #

continued....



## SDET.DBF - Detailed Item Sales

This file contains a detailed account of items that are sold. This file is used as a template to create the working files SDET<mmyy>.DBF, where <mmyy> is a four digit number corresponding to the month and year. A new file is created each month.

Field	Type	Vers	Description
-----	----	----	-----
BILL_NO	N9		Order number <-- Index key
REF_NO	N6		Menu item reference number (v17 size increase to 6)
QUANTITY	N9.4		Quantity
PRICE_PAID	N15.3		Unit price paid
RAW_PRICE	N15.3		Undiscounted price
COST	N15.3		Unit cost
POSTED	L1		Item "sent" flag
EMP_NO	N4		Employee (server) number
DEL_CODE	N2		Deletion code
PRC_ADJ	L1		Price adjustment flag
TWO4ONE	L1		Two for one flag
DISC_NO	N2		Discount type
PRC_LVL	N2		Price level used
PRC_LVL0	N2		Default price level
ISCOUPON	L1		Marks coupon items
ITEM_ADJ	N15.3		Price change applied to the item (see notes)
VAT_ADJ	N15.3		Adjustment due to value added tax
DISC_ADJ	N15.3		Price change due to global check discount
PRICEMULT	N7.3		Item price multiplier
INVMULT	N7.3		Item inventory multiplier
GD_NO	N3		Group discount number
SEND_TIME	C8		Time item was sent to remote printer(s)
ADJ_NO	N2	16.0	Adjective number (simple adjectives only)
REFUNDFLAG	L1	16.0	Marks "refunded" items
COU_REC	N6	17.0	Record # in DSC<mmyy> of coupon applied to this item
COUPITEM	L1	17.0	Marks items that are applied w/ a coupon
SQLSTATE	N2	17.0	Support for SQL
HASH_STAT	N1	18.0	Hash status (0=non-hash item, 1=Hash+, 2=Hash-)
ORD_DATE	D8	17.0	Date item was ordered (added post release)
ORD_TIME	C8	17.0	Time item was ordered (added post release)
SPEC_INST	C40	18.0	special instruct
MODOF	N6	19.0	signifies mod as a mod of an item or modifier
MODSCREEN	N2	19.0	screen level for modifier
SQLSTATE	N2	18.0	support for sql

continued...

## SDETmmmyy.DBF ...continued

Notes: PRICE\_PAID - is the unit price after discount and VAT.  
RAW\_PRICE - is the unit price after VAT but BEFORE discount.

To compute total price, must multiply by QUANTITY.

DISC\_NO: usage of this field is not yet fully implemented.  
It is always set to 0.  
It is included for future expansion

ITEM\_ADJ: line item price change  
(e.g., 2 for 1 disc, price adj, line item disc)

ITEM\_ADJ, DISC\_ADJ, VAT\_ADJ: These fields reflect the amount of the adjustment (a negative number indicates that the price was reduced from the original value while a positive number means the price was increased). The following relationship should always be true (if not, then there is an error, or the data is corrupted):

$$\text{Price\_Paid} = \text{Raw\_Price} + \text{Item\_Adj} + \text{Disc\_Adj} \quad (\text{Equation 1})$$

Both Price\_Paid and Raw\_Price are adjusted by the VAT amount so a straight VAT retains the relationship  $\text{Price\_Paid} = \text{Raw\_Price}$ ; therefore VAT\_Adj is not necessary on the right side of equation 1. This implementation was chosen for 2 reasons:

1. Backward compatibility
2. Easy identification of items whose prices were adjusted