



Project Charter: Menu Tablets

DATE: March 2022

Project Summary

This project deals with rollout of menu tablets in restaurants.

Project Goals

- Decrease average table turn time by about 30 minutes by the start of Q2
- Increase average daily guest counts by 10%
- Reducing food waste by 25% by the end of Q2
- Train the staff on the new system
- Tablets will integrate with existing POS system and host software
- Increase average check value at least \$75
- Increase appetizer sales by 15% average by the end of Q2

Deliverables

- Tablets installed in the bar area of two restaurant locations
- A plan to train the staff on the new system
- Clear data points to track metrics

Scope and Exclusion

In-Scope:

- Food waste goal to include metrics

Out-of-Scope:

- Policy on order returns
- Employee satisfaction

Benefits & Costs

Benefits:

- Increase guests, Reduce wait-times, increase sales, Reduce food waste

Costs:

- Price of hardware, software, installation fees, training fees, maintainence, website costs
- \$50550 budgeted

Appendix:

- Reallocate payroll to hire more kitchen staff
- Policy Changes
- Kitchen staff satisfaction