

2011

Beverage Monitor

Users Guide – Beverage Metrics



Beverage Monitor User Guide

Introduction

Beverage Monitor is a software application used by the hospitality industry to manage and assess inventory, track pours and provide report based on these factors. “User” as defined in this document is the typical user of this application: the bar/restaurant owner or the manager of the bar/restaurant or stock room attendant.

Version 1.0

Document Overview

The following is a User Guide for Beverage Monitor software application.

This guide walks the user through all the functionality of this software.

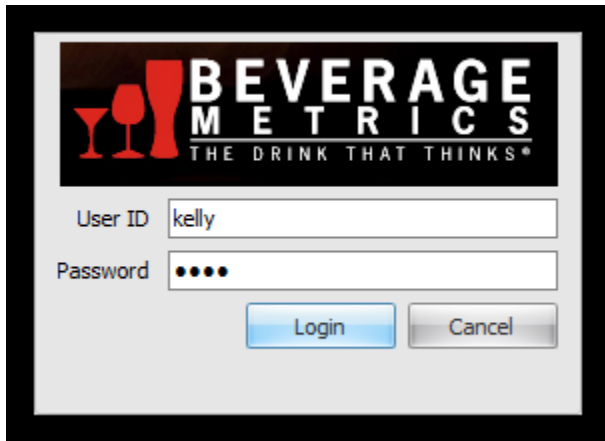
A glossary is provided at the end of this document.

Application Overview

Beverage Monitor is a software tool that will track and manage bar inventory at the pour level and provide reports for bar/restaurant owners

Login Screen

- Enter User ID/Password
- Click Login

The image shows a login window for Beverage Metrics. At the top is the company logo, which consists of three red glass icons (a shot glass, a wine glass, and a beer mug) to the left of the text "BEVERAGE METRICS" in a bold, sans-serif font. Below this text is the tagline "THE DRINK THAT THINKS®" in a smaller font. Below the logo, there are two input fields. The first is labeled "User ID" and contains the text "kelly". The second is labeled "Password" and contains four black dots. Below these fields are two buttons: a blue "Login" button and a grey "Cancel" button.

BEVERAGE METRICS
THE DRINK THAT THINKS®

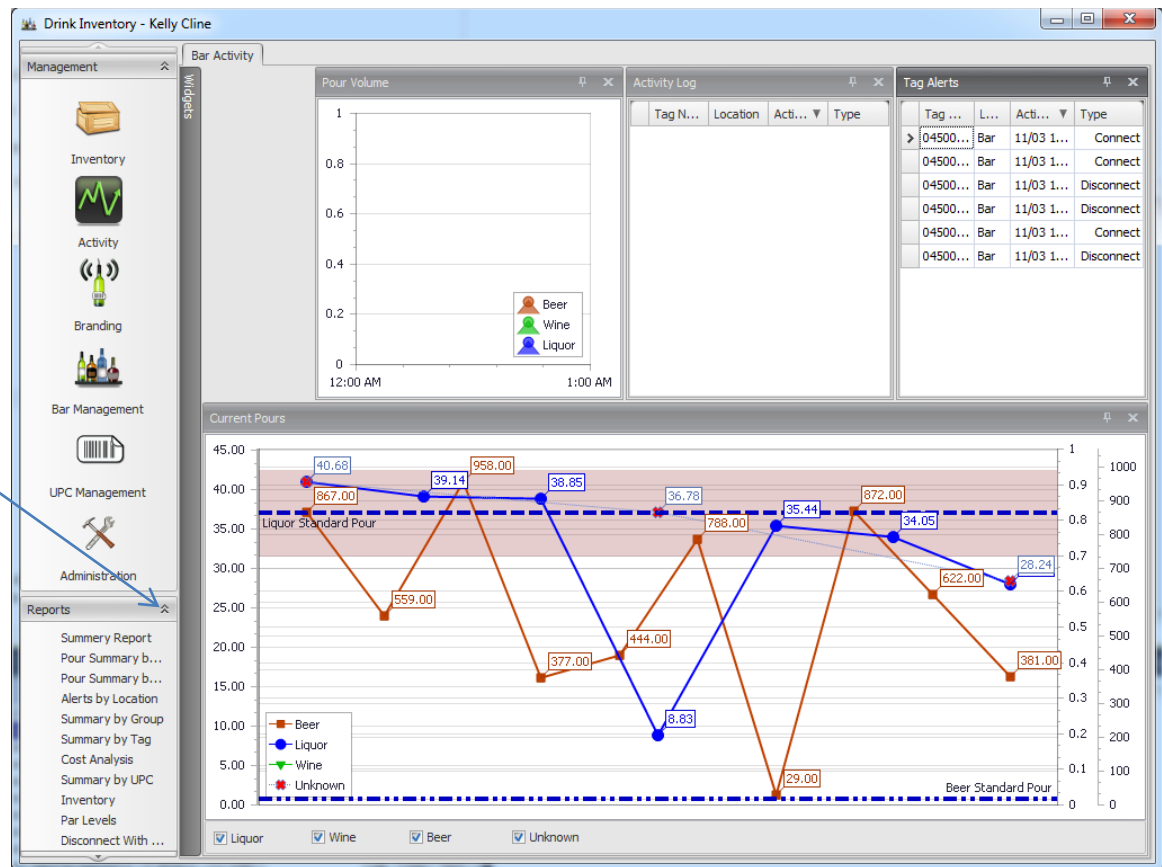
User ID

Password

Dashboard

Left pane for Management activities & Reports.

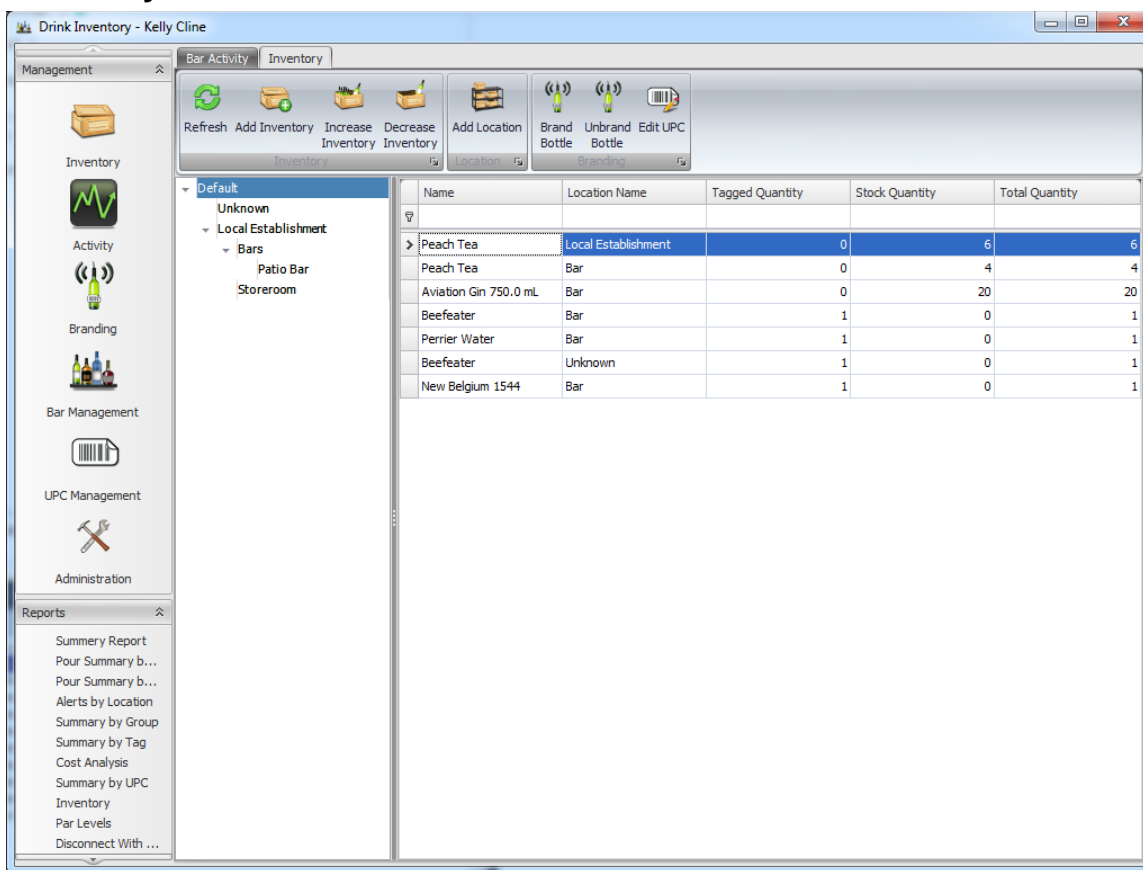
Double Arrows



The dashboard is where all of the software's functionality can be accessed. The user can choose from the left pane which contains the Management and Report windows. These windows can be expanded to reveal their contents. Click the double arrows to collapse and expand the options.

As options are selected from the left pane, a tab appears across the top of the dashboard. Once opened, these tabs can be selected from across the top as the user toggles between activities.

Inventory



The Inventory tab is where the inventory can be added, removed and reviewed. The major functions of the application can be accessed from this page. Inventory levels can be added and adjusted or moved, locations can be added and updated, and Bottles can be branded and unbranded.

The screenshot shows a window titled "Location Management". On the left is a tree view with the following structure:

- Default
 - Unknown
 - Local Establishment
 - Bars
 - Patio Bar
 - Storeroom

On the right is a form with the following fields and controls:

- Buttons: "Add New" and "Delete" at the top.
- Form fields:
 - Name: Text input field.
 - Description: Text input field.
 - Device: Dropdown menu with "Unknown" selected.
- Checkboxes: "Allow Half Pours" and "Auto-Move".
- Buttons: "Save" and "Cancel" at the bottom right.

New locations (i.e. bar, store room) can be enter under “Add location” as needed for storage of inventory as necessary to your daily operations.

Brand a Bottle (Inventory tab)

Branding

Remove Save Close

Inventory

Location: Patio Bar ☐ Allow Keyboard Entry

UPC: 083664864461

Tag ID: 0450002847

Sailor Jerry

☐ New Inventory ☒ Existing Inventory

Round 5 5

Tag	UPC	Quantity	Nozzle	Location
> 0450001607	Beefeater	1000	19.63	Patio Bar
0450002124	Beefeater	1000	19.63	Patio Bar
0450002847	Sailor Jerry	750	19.63	Patio Bar

100 %

- Click Branding
- Choose Location from dropdown menu
- If not using a scanner, select “Allow Keyboard Entry”.
- Select type of Inventory: New or Existing
- If not the default, select spout type and dimensions.
- If the bottle is partially used, choose the percent remaining by clicking on the bottle contents. This will display the percent remaining in the bottle.
- Scan/Enter the bottles UPC
- Scan/Enter the tag that will be associated with the bottle.
- Affix RFID Tag associated with the bottle. ***Ensure the “branded” tag is attached to the correct bottle.***

Once the tags have been associated with the bottles, the user can adjust the levels of the product in the bottle and the nozzle size/type.

Unbrand a Bottle (Inventory tab)

Tag Number	Current Location	Quantity	Nozzle	UPC
0450002847	Patio Bar	440	19.63	Beefeater
0450001607	Bars	750	19.63	Perrier Water
0450002124	Patio Bar	750	19.63	Sailor Jerry

- Select Inventory Tab
- Select Unbrand Bottle
- Scan or enter Tag ID, Description, Manufacturer information
- Select OK

Note: selecting Remove button only removes that bottle from being Unbranded, it does not “unbrand” the bottle or remove it from Inventory.

When is a Bottle Unbranded?

Steps to Add Inventory

UPC: 083664864461 ☐ Allow Keyboard Entry

Description: Sailor Jerry

Manufacturer: Sailor Jerry

Tree View: Default > Local Establishment > Bars > **Patio Bar** > Storeroom

UPC	Location	Quantity
Beefeater	Patio Bar	12
Sailor Jerry	Storeroom	3

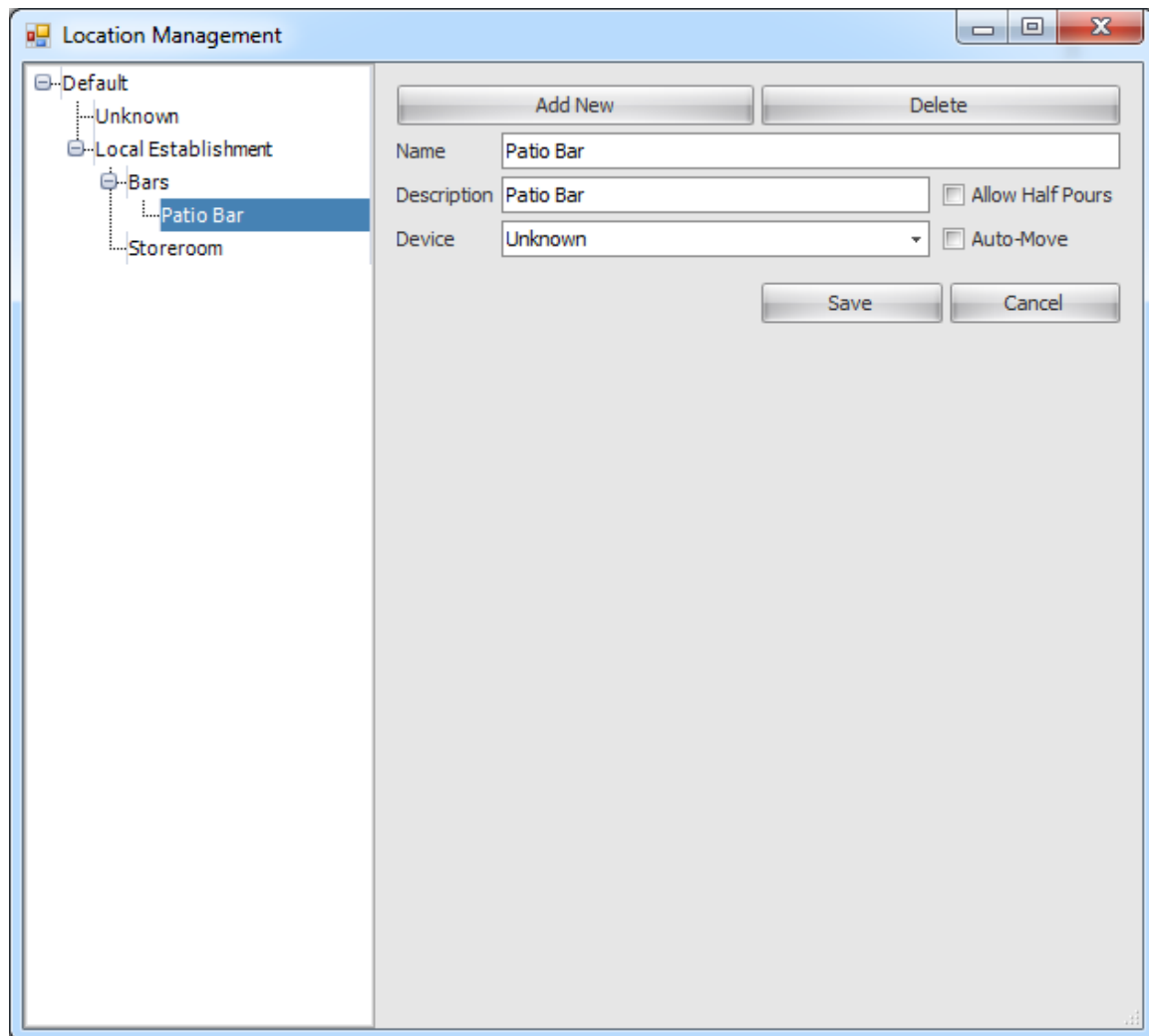
Counter: + 0 - Add Inventory

Buttons: OK Cancel

- Click Add Inventory
- If scanner is used, Scan UPC code. If scanner is not used, manually enter information.
- Select location of inventory (bar, store room)
- Enter the quantity
- Click “Add Inventory”

These steps can be repeated until all inventory had been entered. Clicking “OK” will add the items to the inventory.

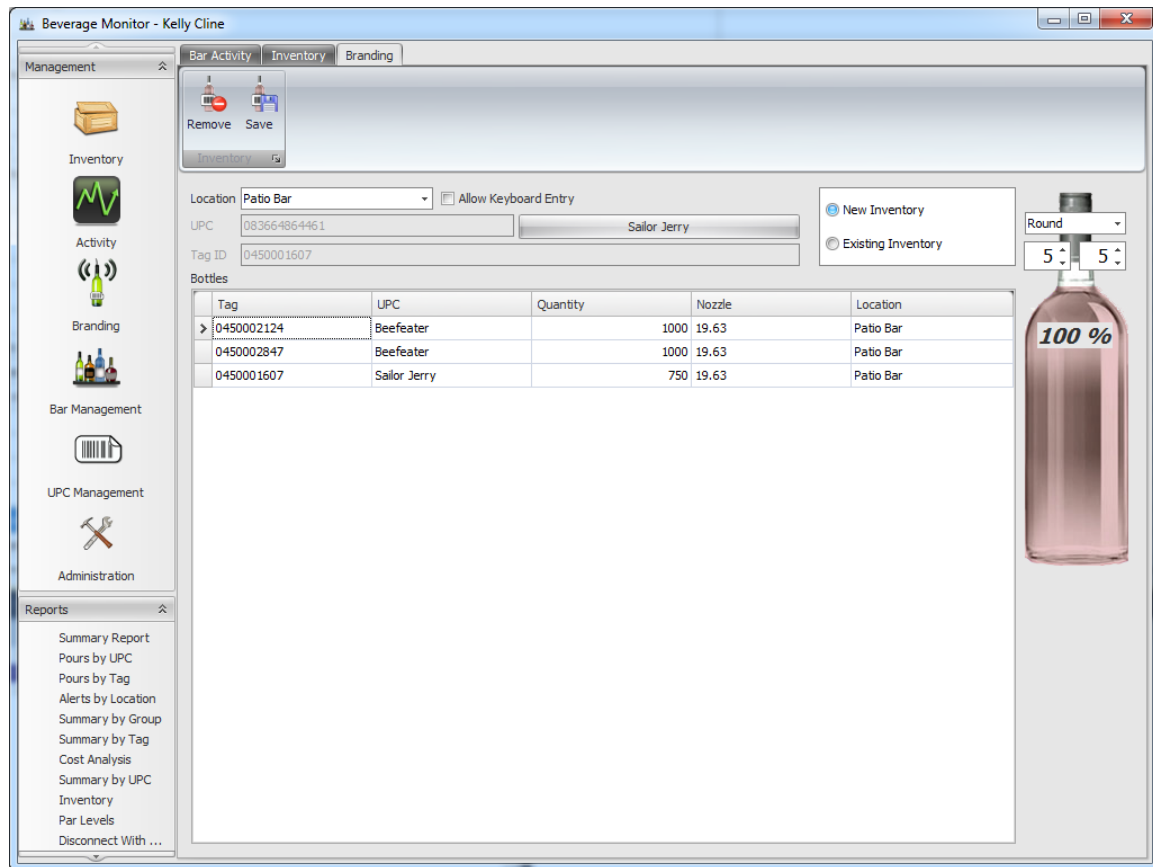
Location Management



Locations can be added, edited, and deleted

- To add a new location
 - Select the tree node that should contain the new node.
 - Press the Add New button
 - Enter the Name and description.
 - If the location allows half pours, check the half pour check box
 - If the location should set the tags location based on a reader, select the correct reader from the dropdown and check the auto move check box.
 - Press Save.
- To edit a location
 - Select the tree node to edit
 - Modify the desired attributes
 - Press Save
- To delete a location
 - Select the desired location
 - Press Delete

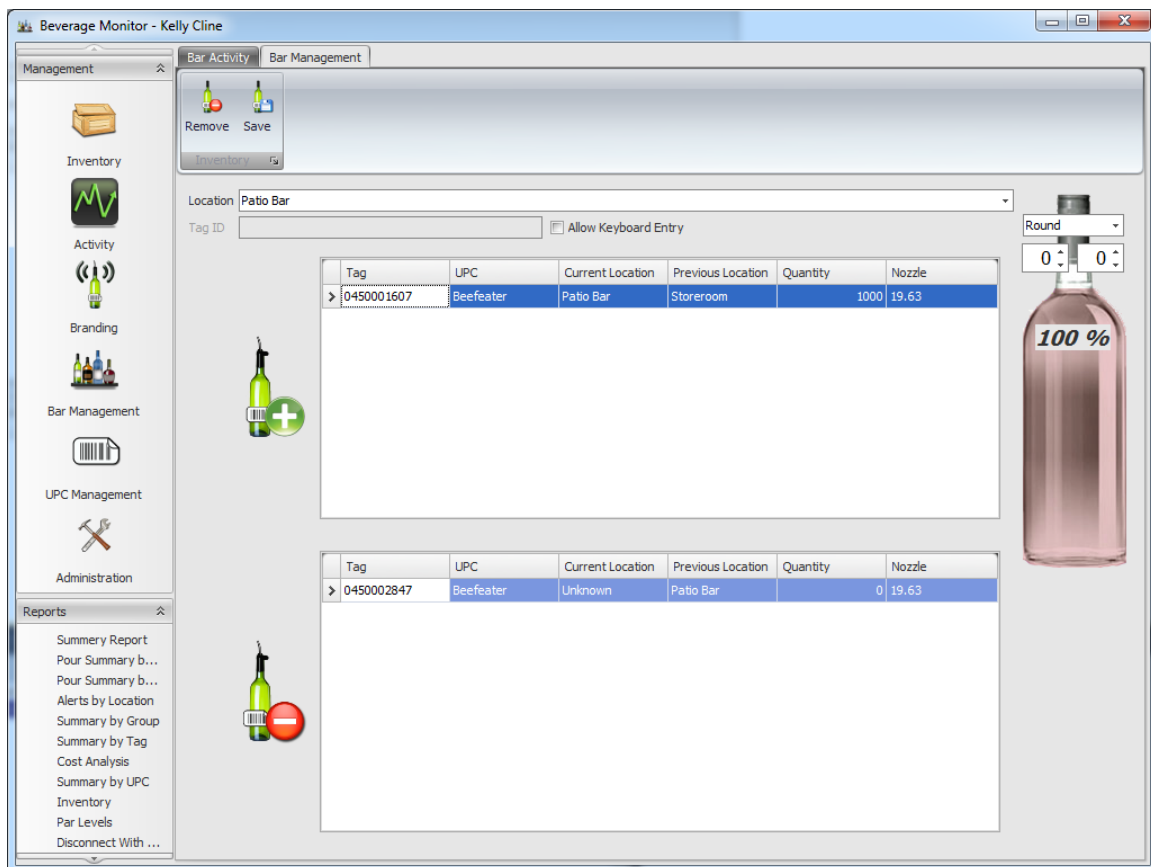
Branding



- Click Branding
- Choose Location from dropdown menu
- If not using a scanner, select “Allow Keyboard Entry”.
- Select type of Inventory: New or Existing
- If not the default, select spout type and dimensions.
- If the bottle is partially used, choose the percent remaining by clicking on the bottle contents. This will display the percent remaining in the bottle.
- Scan/Enter the bottles UPC
- Scan/Enter the tag that will be associated with the bottle.
- Affix RFID Tag associated with the bottle. ***Ensure the “branded” tag is attached to the correct bottle.***

Once the tags have been associated with the bottles, the user can adjust the levels of the product in the bottle and the nozzle size/type if needed.

Bar Management



- Choose location
- Scan Tag

Administration

The screenshot shows the 'Beverage Monitor - Kelly Cline' application window with the 'Administration' tab selected. The interface includes a left sidebar with icons for Management, Inventory, Activity, Branding, Bar Management, UPC Management, and Administration. The main area is divided into several sections:

- Default Volume Units:** A dropdown menu set to 'Milliliter' with a 'Set' button below it.
- Default Spout:** A dropdown menu set to 'Round', with input fields for 'Lenth' (5) and 'Width' (5), and a 'Set' button below.
- Standard Pours:** A table with columns for 'Liquor', 'Standard Pour', and 'Variance %'.

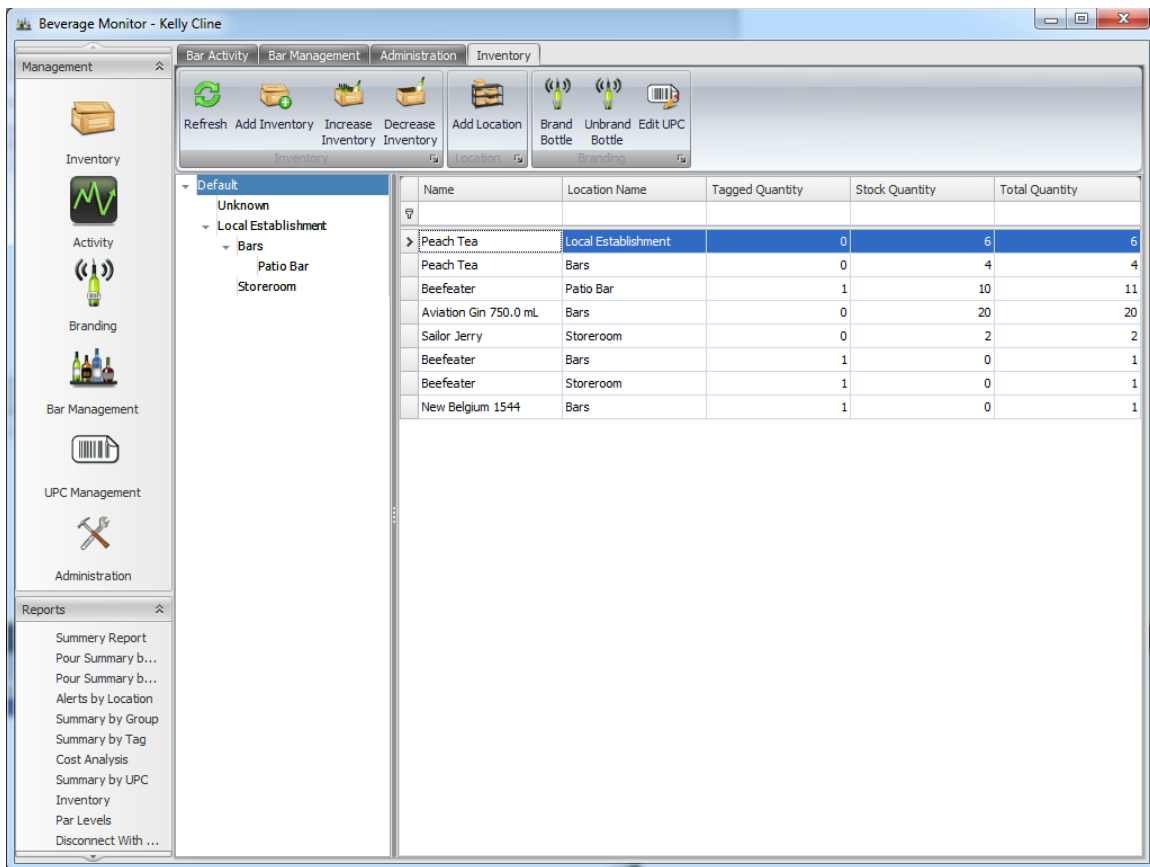
Liquor	Standard Pour	Variance %
Standard Liquor Pour	36.97	15
Double Liquor Pour	66.54	15
Wine		
Standard Wine Pour	118.29	15
Large Wine Pour	207.01	15
Beer		
Standard Beer Pour	473.18	25
Double Beer Pour	709.76	25

 A 'Set' button is located at the bottom of this section.
- Users:** A text field containing 'Kelly Cline' and an 'Add/Edit Users' button.
- Engine Configuration:** A section with the text 'Configure Devices and Plugis for the Engine' and a 'Configure Engine' button.
- UPC Importer:** A text field and an 'Import UPC's' button.

A 'Close' button is located at the bottom right of the window.

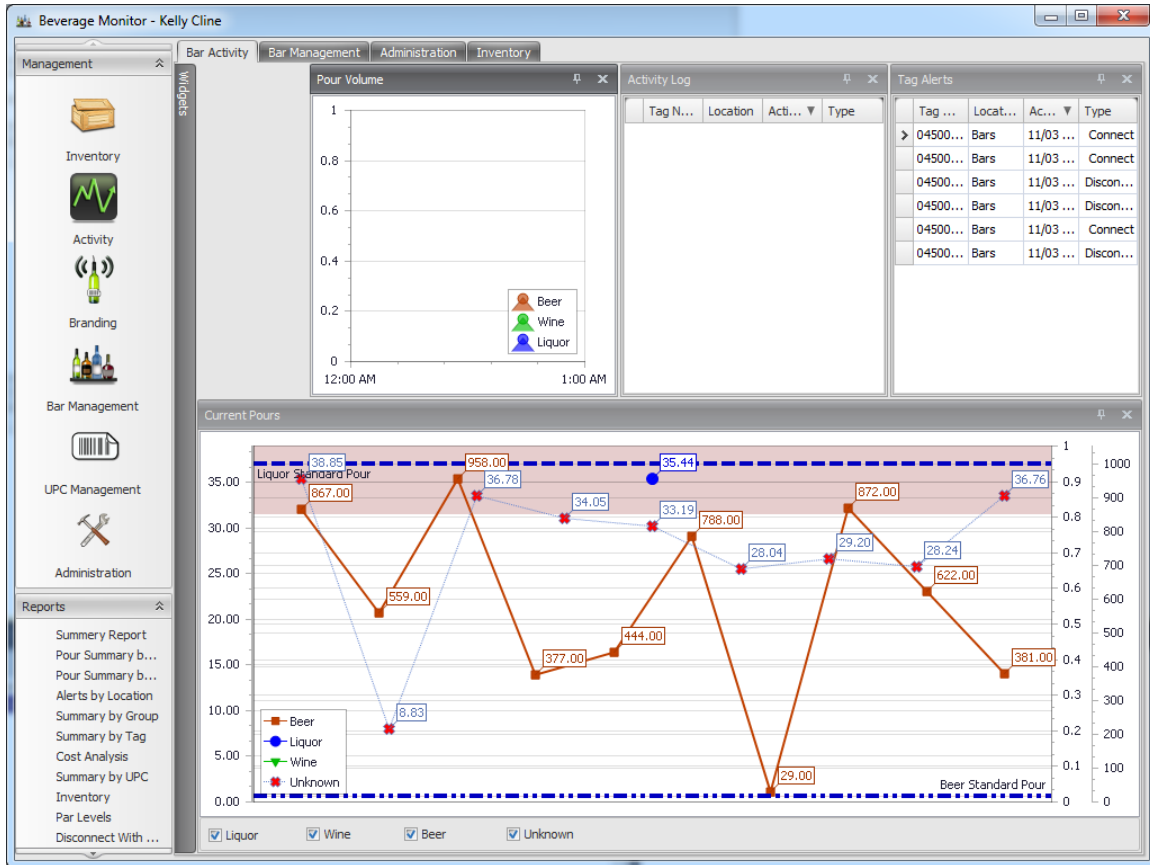
- Enter Default Volume Units – ounces or milliliters.
- Click Set
- Enter Default Spout
- Click Set
- Enter Standard Pours and Variance percentages
- Click Set
- Close close to close the Administration tab

Decrease/Increase Inventory



- To Decrease Inventory click “decrease inventory” until the correct value is displayed.
- To Increase Inventory click “increase inventory” until the correct value is displayed.

Activity



- Choose Activity along left window pane
- Bar activity will be displayed.

Reports

Summary Report
Pours by UPC
Pours by Tag
Alerts by Location
Summary by Group
Summary by Tag
Cost Analysis
Summary by UPC
Inventory
Par Levels
Disconnect With Volume
Reader List
Pours
Tag List

UPC Management

The screenshot shows the 'UPC Management' window in the Beverage Monitor application. The left sidebar contains navigation icons and labels: Management, Inventory, Activity, Branding, Bar Management, UPC Management, Administration, and Reports. The main window has tabs for Bar Activity, Bar Management, Administration, Inventory, and UPC Management. Below the tabs are buttons: Refresh, Add Category, Add Sub Category, Add UPC, and Edit UPC. The main area displays a table of UPCs with the following columns: Item Num..., Category Name, Manufacturer, Name, and No... (Quantity). The table is filtered by Category ID '0f1654e3-d4fa-4323-b9e8-45e8df3b94c4'.

Item Num...	Category Name	Manufacturer	Name	No...
80686011...	Bourbon	Bookers Noe	Bookers Noe 7 Years Bourbon 750.0 mL	750
80686480...	Bourbon	Bellows Blend	Bellows Blend Bourbon 1000.0 mL	1...
80686011...	Bourbon	Bookers Noe	Bookers Noe 7 Years Bourbon 750.0 mL	750
80686001...	Bourbon	Red Stag	Red Stag Bourbon 1000.0 mL	1...
8755409	Bourbon	Bulleit Bourbon	Bulleit Bourbon 1000.0 mL	1...
80244002...	Bourbon	Blanton Bourbon	Blanton Single Barrel Bourbon 750.0 mL	750
80686507...	Bourbon	Old Crow	Old Crow Bourbon 1000.0 mL	1...
80686507...	Bourbon	Old Crow	Old Crow Bourbon 1000.0 mL	1...
80244002...	Bourbon	Blanton Bourbon	Blanton Single Barrel Bourbon 750.0 mL	750
80686407...	Bourbon	OLD GRAND DAD	OLD GRAND DAD Bourbon Whisky 1000.0 mL	1...
80686012...	Bourbon	Basil Hayden	Basil Haydens Bourbon 8 Years 750.0 mL	750
80686015...	Bourbon	Bakers	Bakers Bourbon 7 Years 750.0 mL	750
5500550055	Bourbon	A.H. Hirsch	A.H. Hirsch Reserve 16 Year Old Bourbon 5...	500
80686408...	Bourbon	OLD GRAND DAD	OLD GRAND DAD Bourbon Whisky 1000.0 mL	1...
8755409	Bourbon	Bulleit Bourbon	Bulleit Bourbon 1000.0 mL	1...
80686480...	Bourbon	Bellows Blend	Bellows Blend Bourbon 1000.0 mL	1...
87229150...	Bourbon	A.H. Hirsch	A.H. Hirsch Reserve 16 Year Old Bourbon 7...	750
5500550055	Bourbon	A.H. Hirsch	A.H. Hirsch Reserve 16 Year Old Bourbon 5...	500
80686407...	Bourbon	OLD GRAND DAD	OLD GRAND DAD Bourbon Whisky 1000.0 mL	1...
80686001...	Bourbon	Red Stag	Red Stag Bourbon 1000.0 mL	1...
87229150...	Bourbon	A.H. Hirsch	A.H. Hirsch Reserve 16 Year Old Bourbon 7...	750
80686408...	Bourbon	OLD GRAND DAD	OLD GRAND DAD Bourbon Whisky 1000.0 mL	1...
80686015...	Bourbon	Bakers	Bakers Bourbon 7 Years 750.0 mL	750
80686012...	Bourbon	Basil Hayden	Basil Haydens Bourbon 8 Years 750.0 mL	750

- This is a view of all the UPC's stored in the system.
- The attributes of these items can be managed from this screen.
- Items can be sorted by clicking on the column headers.
- Items can be filtered by typing in the blank area below the column headers.

Glossary

BRANDING – the process by which a bottle is tagged and identified with a specific RFID tag.

UNBRANDING – the process by which a bottle is disassociated with a specific RFID tag.

INVENTORY – the units that are sold and reported on via Beverage Monitor software

RFID – Radio Frequency ID is the technology used in the scanner to provide information electronically.

SCANNER – barcode reader used to scan UPC codes and tags

USER – the person using Beverage Monitor software