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## **Better Business Solution**

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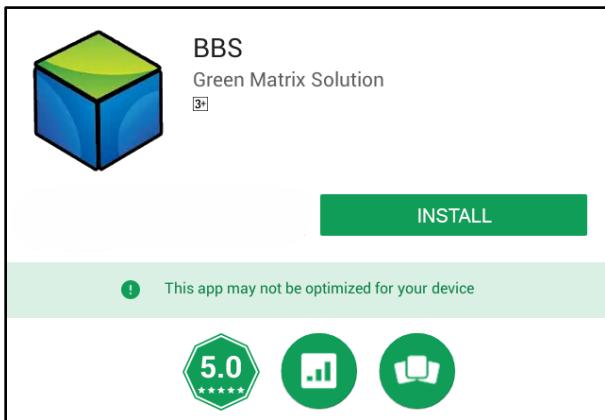
# Chapter 1: Getting Started with BBS

## Install

1. User can get the **BBS application** on **Google Play Store**.



2. Search with keyword “Green Matrix Solution”.
3. Click **Install**.



4. After installed success.
5. Open **BBS Application**.



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6. Figure 1.1 is the first view of **BBS Application** after installed success.

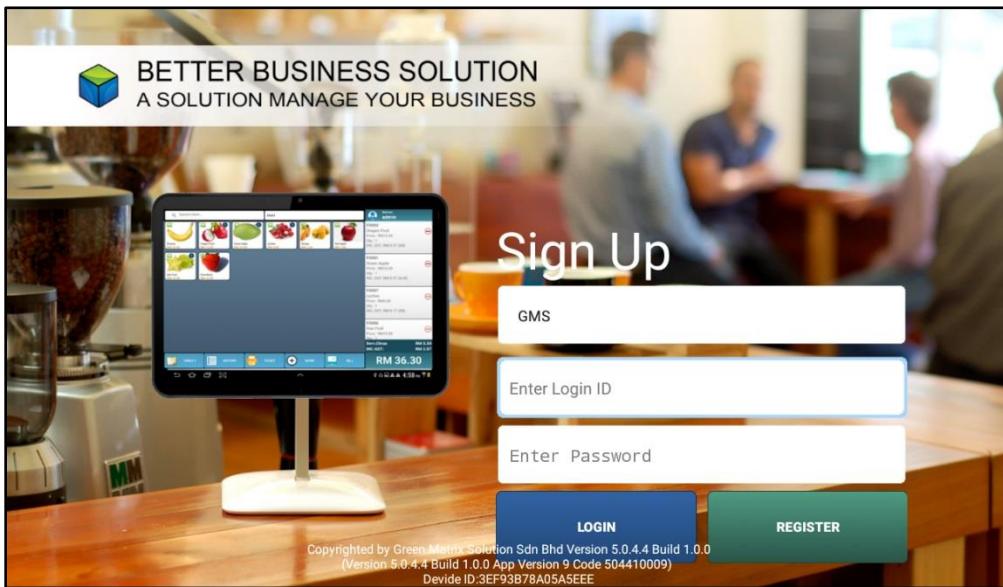


Figure1.1 Sign Up Page

## Register

1. First, you need a **BBS2U Account** to login the application.
2. Skip this step, if you already had an account.
3. Press **REGISTER** button in Sign up page.

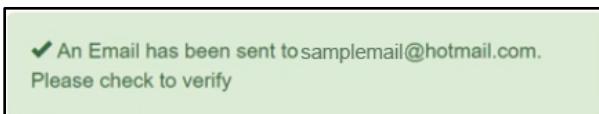


4. Or you can register account at the [BBS2U Website](#).
5. Figure 1.2 is the view of register page in BBS2U website.

The screenshot shows the 'Register' page of the BBS2U website. At the top, there's a navigation bar with links for Login, Register, Apps, About, and Contact Us. The main header has the BBS logo. Below the header, the word 'Register' is centered. There are four input fields: one for email (with an envelope icon), one for retying password (with a lock icon), one for name (with a person icon), and one for a refer code (with a greater than icon). Below these is a CAPTCHA field with the code 'OVONRM', a 'Try a different code' link, and a 'Verification Code' input field. At the bottom left, there's a checkbox with the text: 'By clicking "Register" button, you hereby agree that you have read and accepted the User Software Agreement.' A large green 'Register' button is at the bottom right.

Figure1.2 Register Page

6. Insert the required **information** and **verification code** correctly in register page.
7. Tick the **Checkbox** in register page.
8. Click **Register** button in register page to register account.
9. After register, Green Matrix Solution will send you a verify email.



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10. Go to your register email box
11. Check the verification.
12. Figure 1.3 is sample of verify email.
13. In email, click “[verify your email address](#)”.

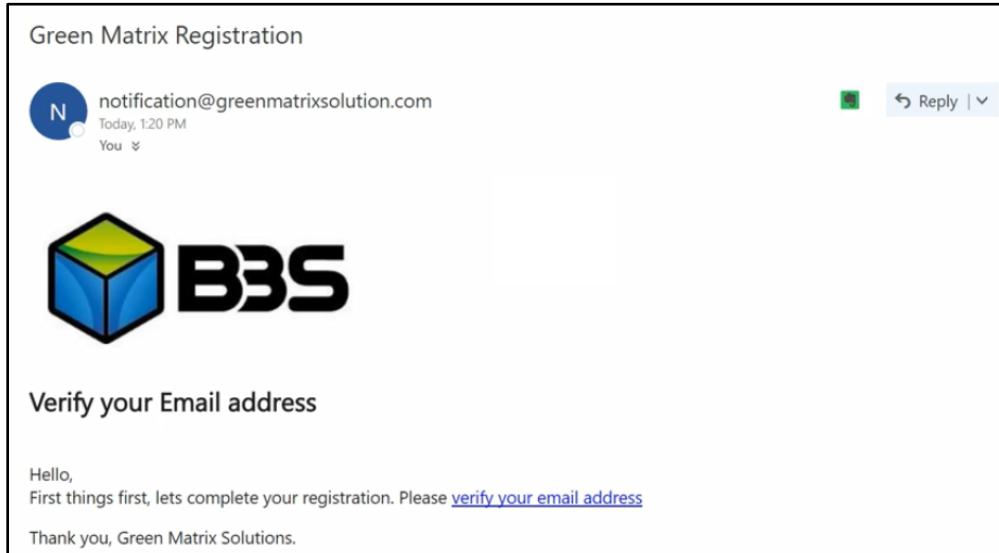
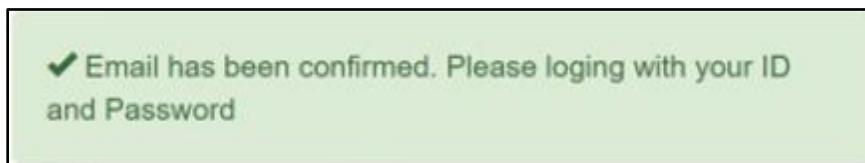


Figure1.3 Sample Email

14. Your email is verified.



## Connection Sign Up

1. In figure 1.4, user can select the connection of the application.
2. User can select using **GMS** (login with BBS2U account) or **Local** (IP address) to login the application.

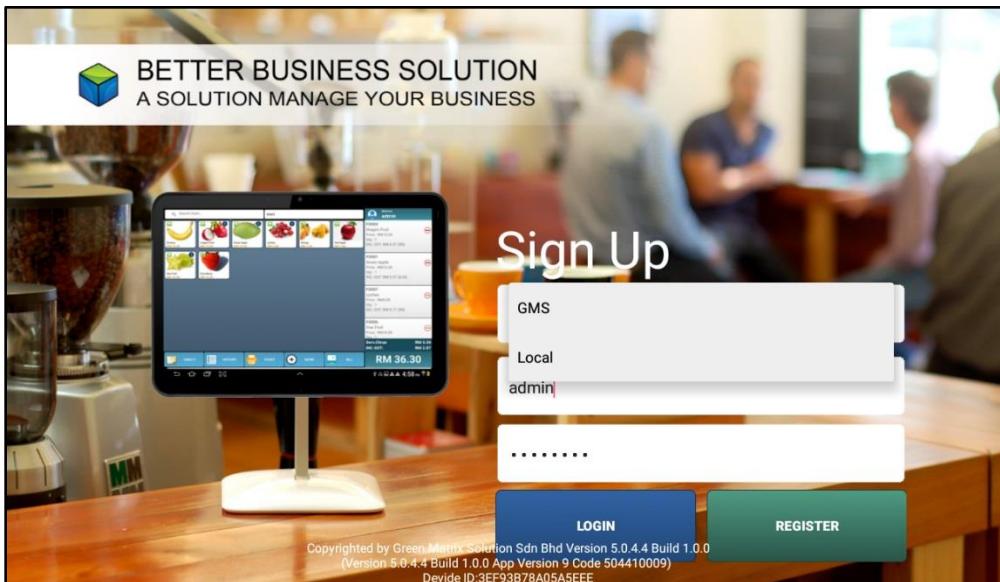


Figure1.4 Sign Up Page

## GMS Connection

1. You can use **BBS2U account** to sign up the application.
2. Figure1.5 is sample view of the page.

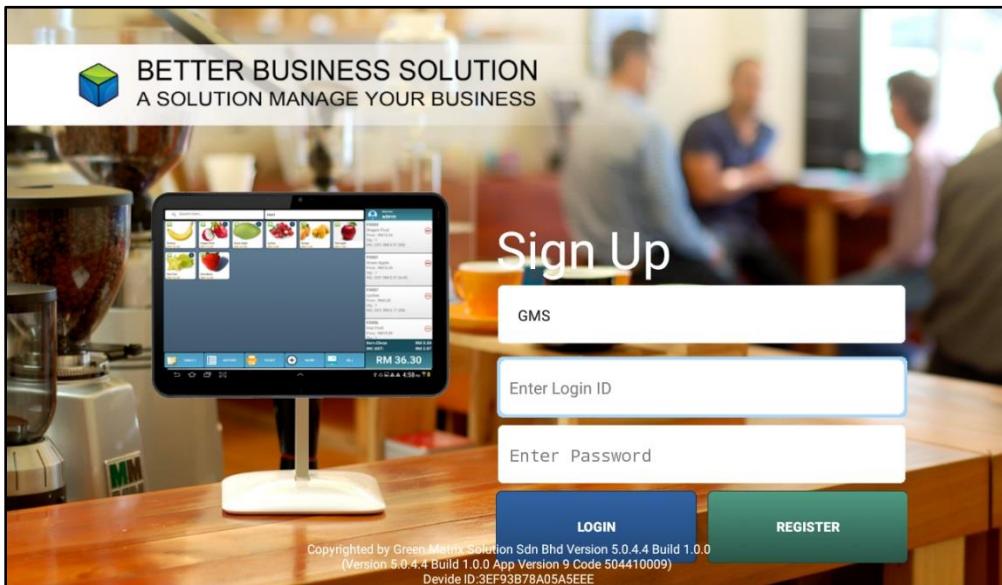


Figure1.5 GMS Connection

3. Insert account **Login ID** and **Password**.
4. Press **LOGIN**.
5. Select branch if user have multiple work place.



## Local Connection (Single Client)

1. You can use the **IP Address** to sign up the application.
2. Figure1.6 is sample view of the page.

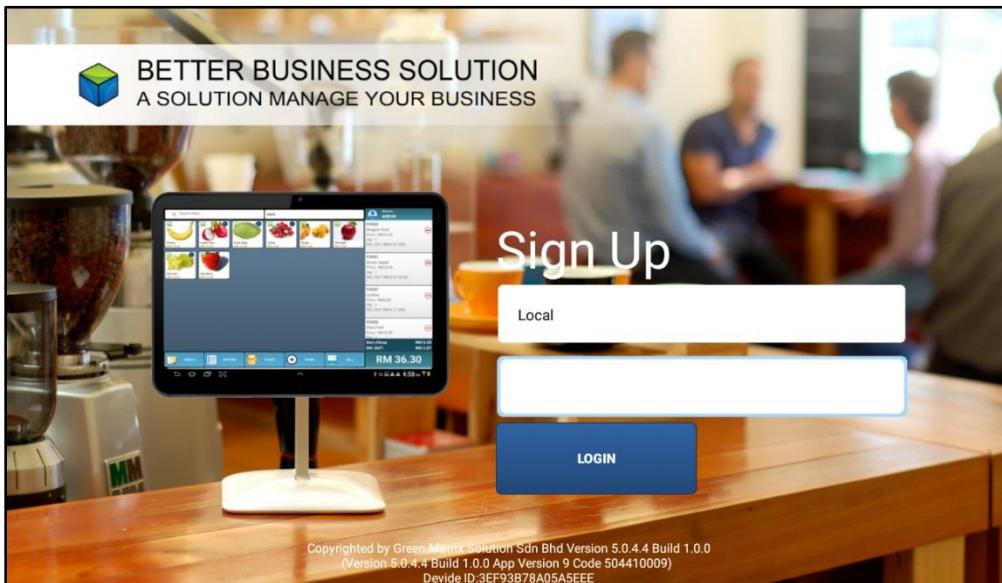


Figure1.6 Local Connection

3. Insert **IP Address**.
4. Press **LOGIN**.
5. Select branch if user have multiple work place.



## Login

- After user sign up into the BBS application, user can see the login page.

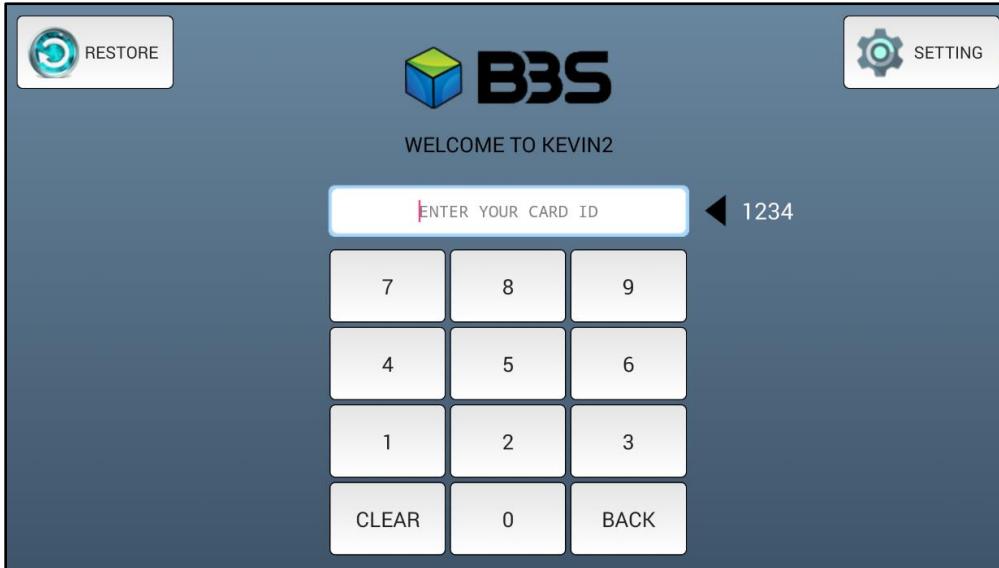


Figure1.7 Login Page

- In login page, user ID is showing for user to check the Login ID is correctly.
- Insert four number of Card ID.
- Clear** button to delete all number.
- Back** button to delete single digit number.
- Use can **Restore Data** and edit the **Login Setting**.
- Following content will show how restore and setting button are functioning.

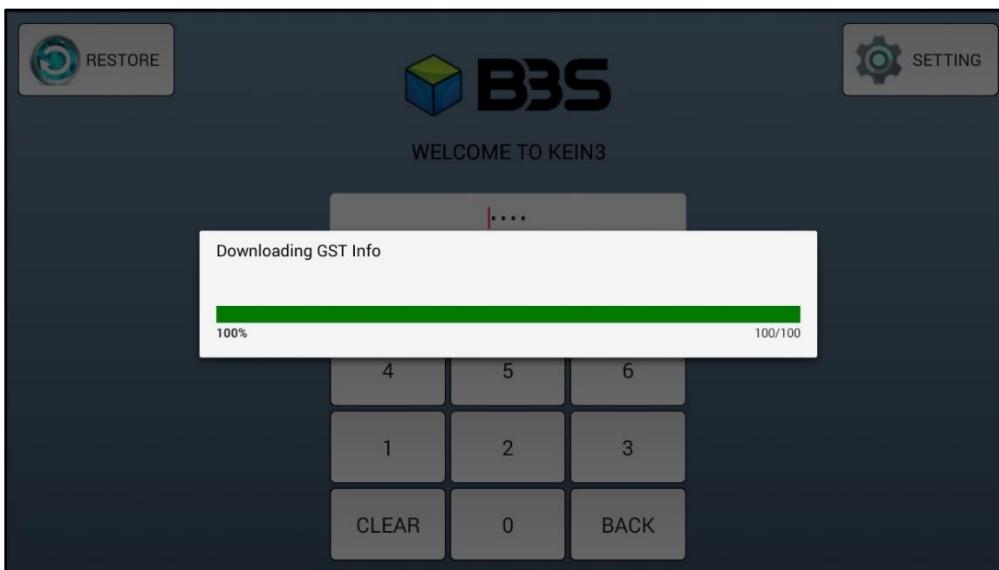


Figure1.8 Data Download

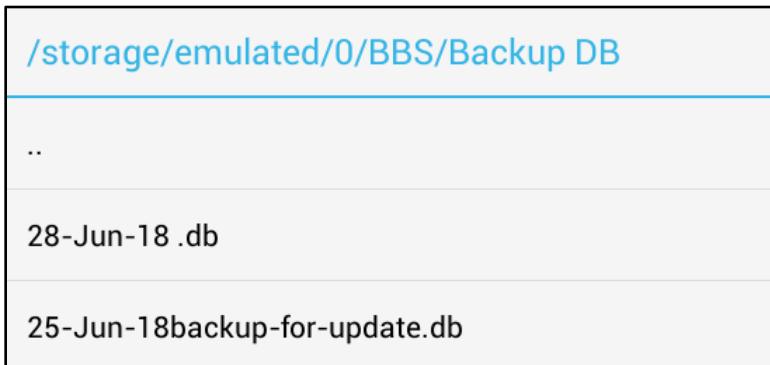
- Figure1.8 shows BBS is downloading the data from BBS2U after user enter valid Card ID.

## Restore

1. User can use the **Restore** button to restore the **Data**.



2. Select the backup file to restore data.



3. Restore done.
4. Click **OK**.

## Setting

1. User can use the **Setting** button to change **Login Setting**.



2. After press the button, figure1.9 appear.

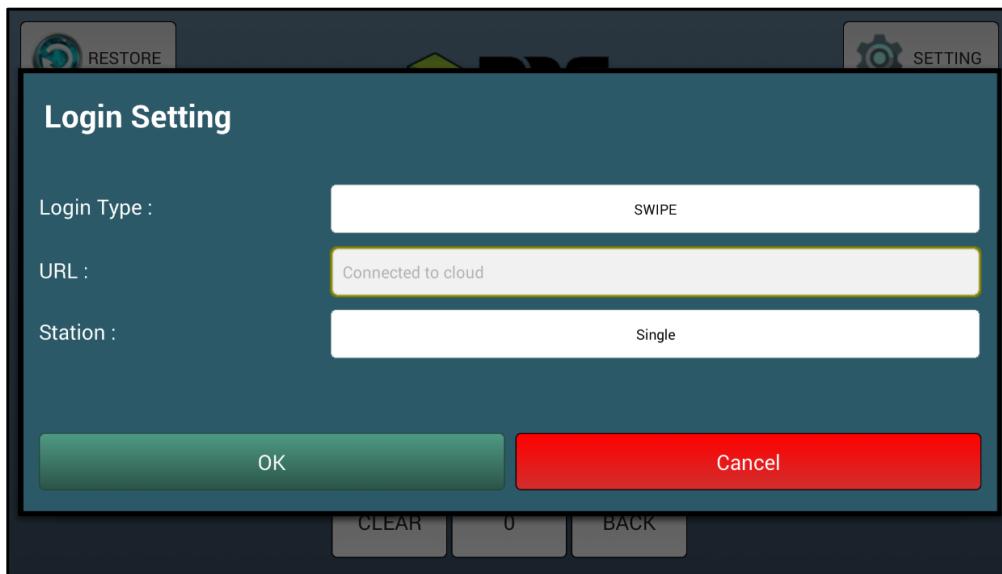


Figure1.9 Login Setting

3. User can change the **Login Type** into Normal Method or Swipe Method.
4. User can insert the cloud connection **URL**.
5. User can change the **Station** into Single, Server or Client.
6. To know the different Between Single/Server and Client>**Station**.

### Login Method – Normal

1. User can use the BBS2U account email or billing ID to login in the Normal type.

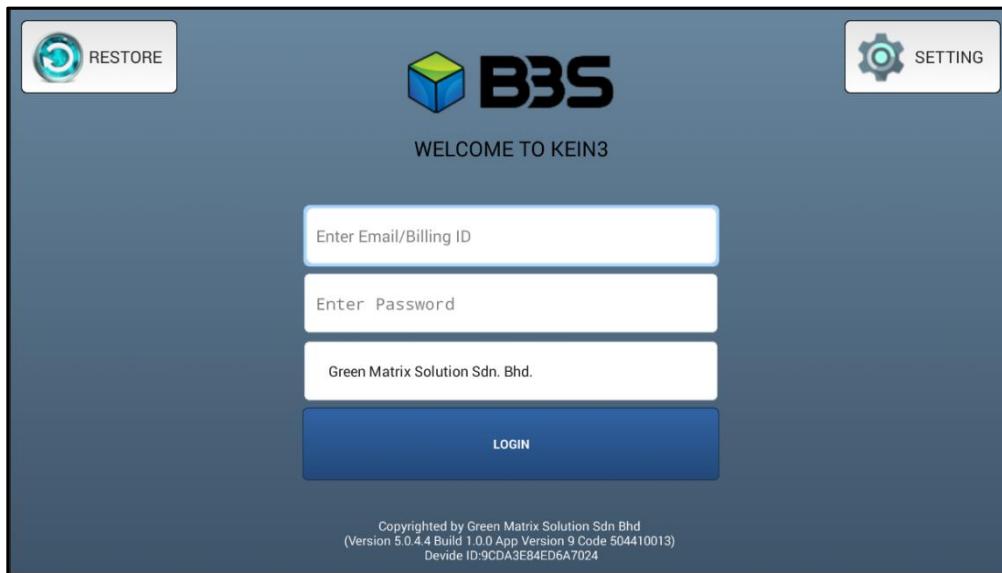


Figure1.10 Normal Login Method

2. Insert **Email/Billing ID** and **Password** of the BBS2U account.

### Login Method – Swipe ID Card

1. User can use the BBS2U account card ID to login in the Swipe type.
2. Figure1.11 is the sample view of the Swipe Login Method.

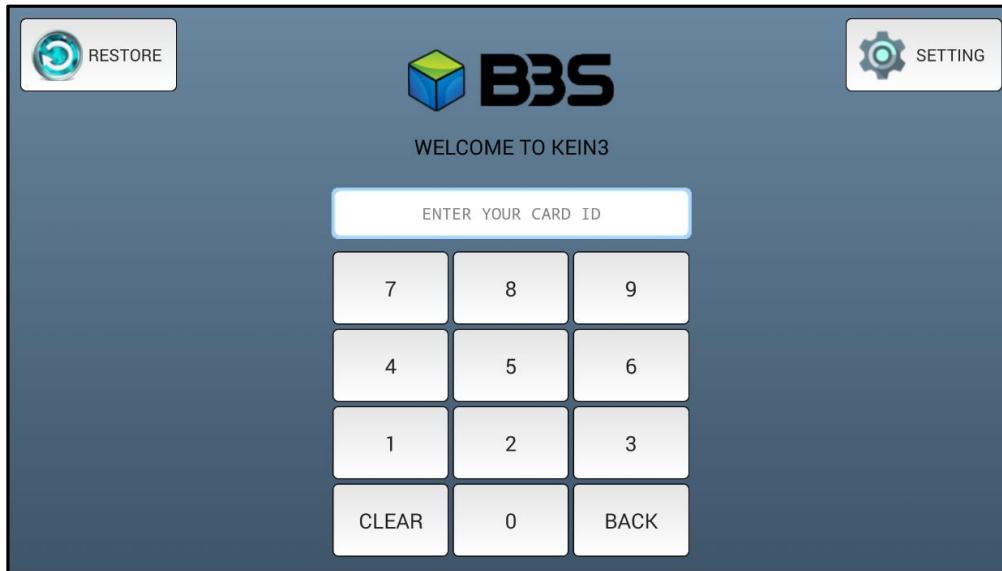


Figure1.11 Swipe Login Method

3. Insert **Card ID** of the BBS2U account.

## Station – Single

1. Sample view of the Single Station.

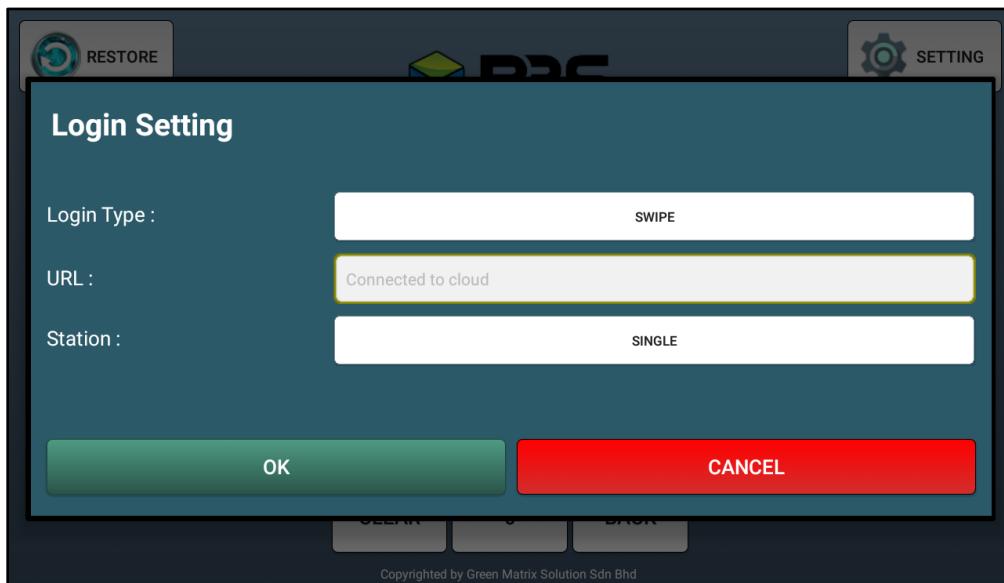


Figure1.12 Single Station

2. Single station is standalone.
3. Select this station while user had one tablet device only.
4. Press **OK** to change the setting.
5. Press **Cancel** to close the screen.

## Station – Server

1. Sample view of the Server Station.

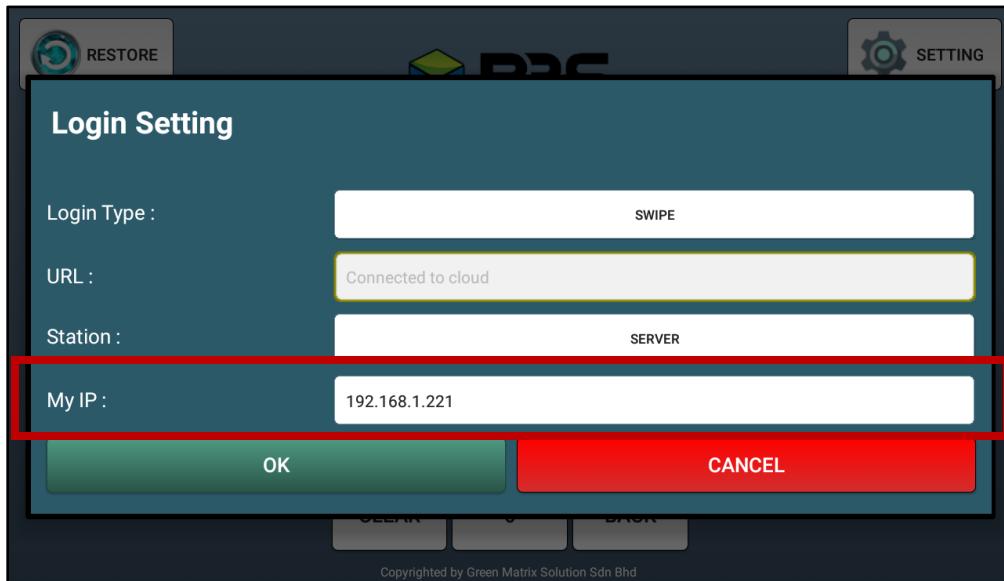


Figure1.13 Server Station

2. **Server** work as a centralize system between client version.
3. **My IP**(Figure1.13) is the address for server, client is require to enter this IP to connect.
4. Press **OK** to change the setting.
5. Press **Cancel** to close the screen.

## Station – Client

1. Sample view of the Client Station.

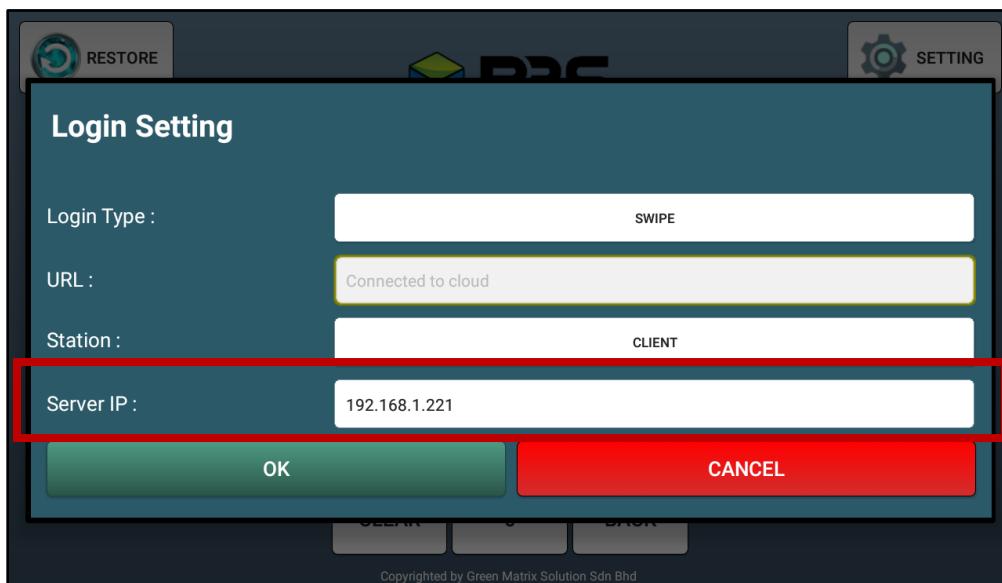


Figure1.14 Client Station

2. Client need connect to the Server Station.
3. **Server IP**(Figure1.14 Client Station) is **My IP**(Figure1.13 Server Station).
4. Server IP and My IP required same IP to connect.
5. Press **OK** to change the setting.
6. Press **Cancel** to close the screen.

## Chapter 2: Overview Floor Plan

1. User can edit the **Floor Plan** design in BBS2U/Data/Table Maintenance.
2. Figure2.1 **Floor Plan** is display after user login success.

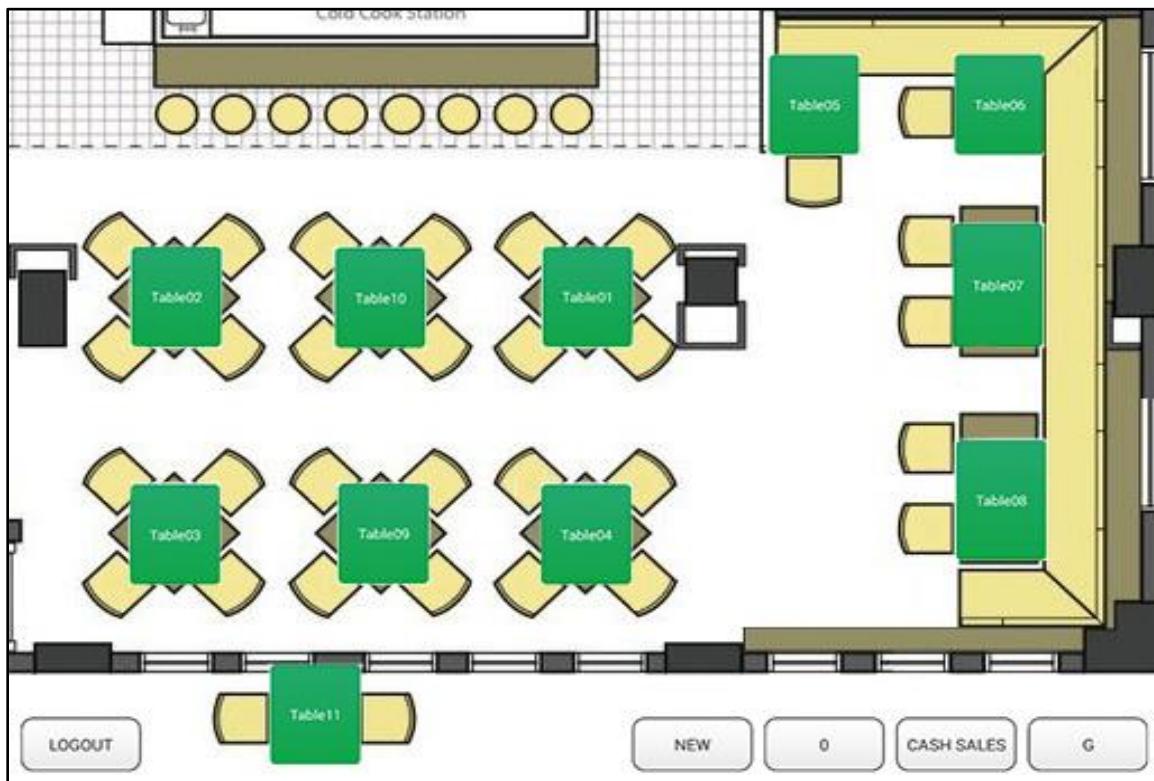


Figure2.1 Floor Plan

3. Different table color content different meaning.

**Red Color** - No available

**Green Color** - Available to service.

4. In floor plan, user can **Take Order**, **Transform Table** and **Combine Table**.
5. In here have module navigator of

<b>LOGOUT</b>	- Back to login page.
<b>NEW</b>	- Create new addon table.
<b>0</b>	- Addon table.
<b>CASH SALES</b>	- Cash Sales.
<b>1</b>	- Floor level.

## Table Features

In table, user can **take customer order transaction, combine table and transfer table**.  
Multiple devices are not allowed to serve on the same table, one of them will be kick out from the section.

### Take Order

1. In figure2.1 floor plan, press table to take customer order.
2. Figure below, **Table Order Page** appears.

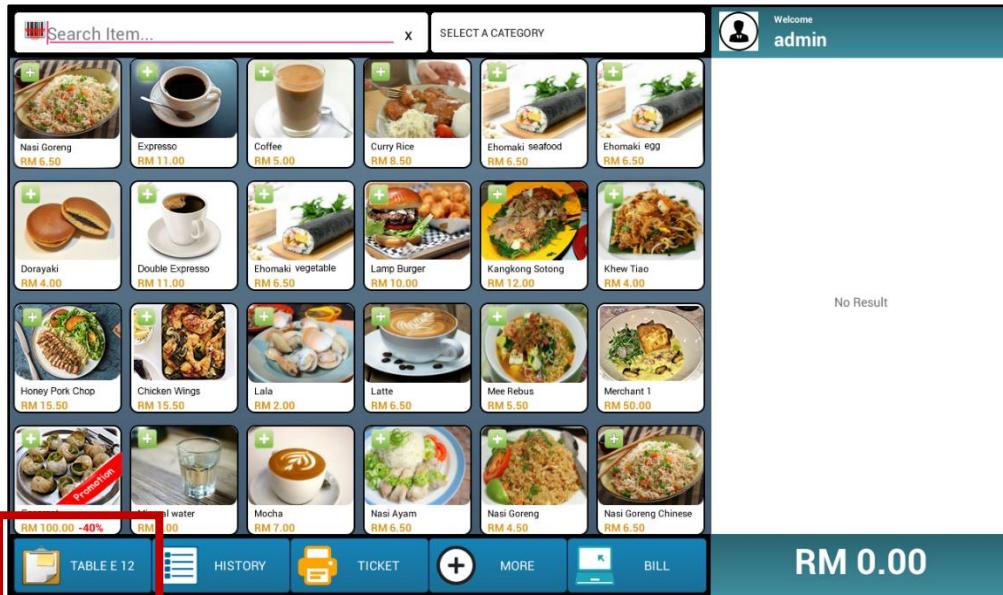


Figure2.2 Table Order Page

3. Select on the item to add into order list.
4. The total price of order item(s) will calculate and show in here.
5. Press **Table** to back to floor plan.

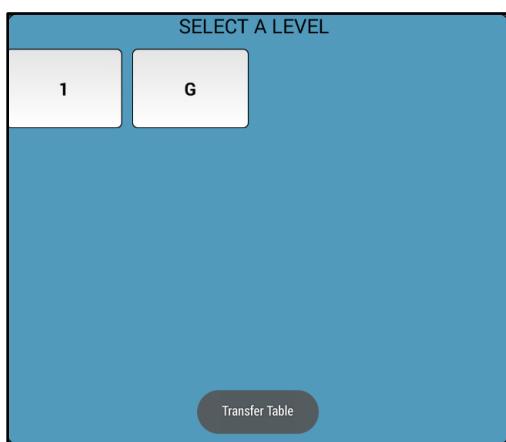
## Better Business Solution

### Transfer Table

1. Used when customer is changing their table.
2. In figure2.1 floor plan, **Long Press** the table.
3. A window is pops up. Press **Transfer Table**.

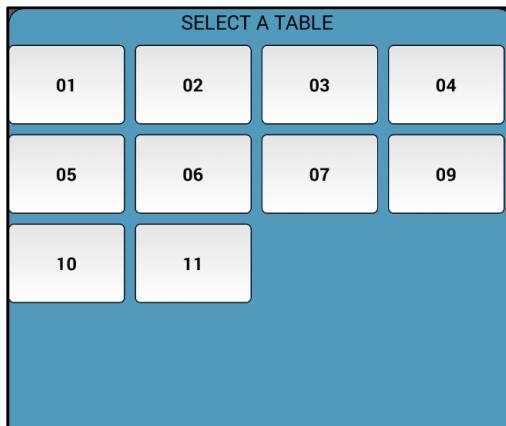


4. Select transfer **Floor Level**.



## Better Business Solution

5. Available table will show, select a **Table** to transfer.



6. Transfer done.
7. In figure2.3, you will see the red color move to the selected table.

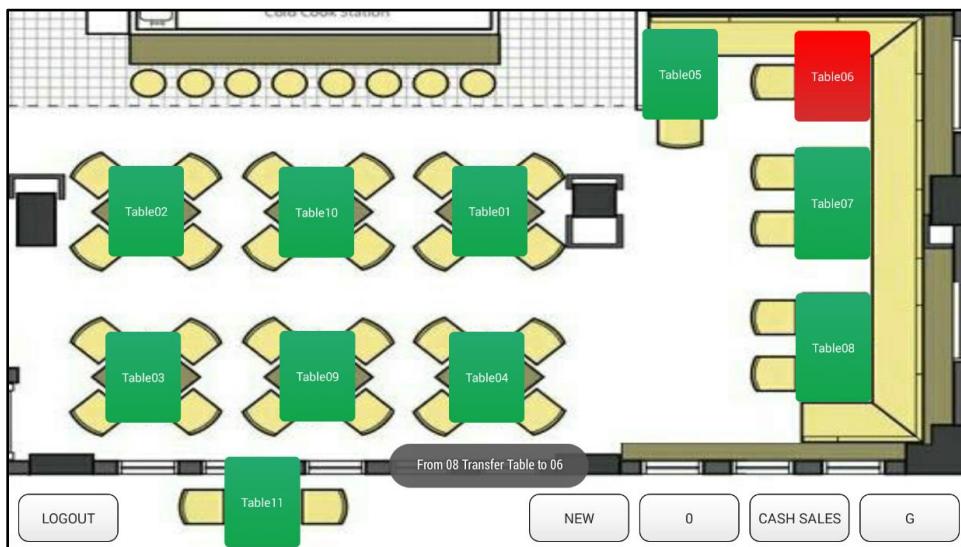
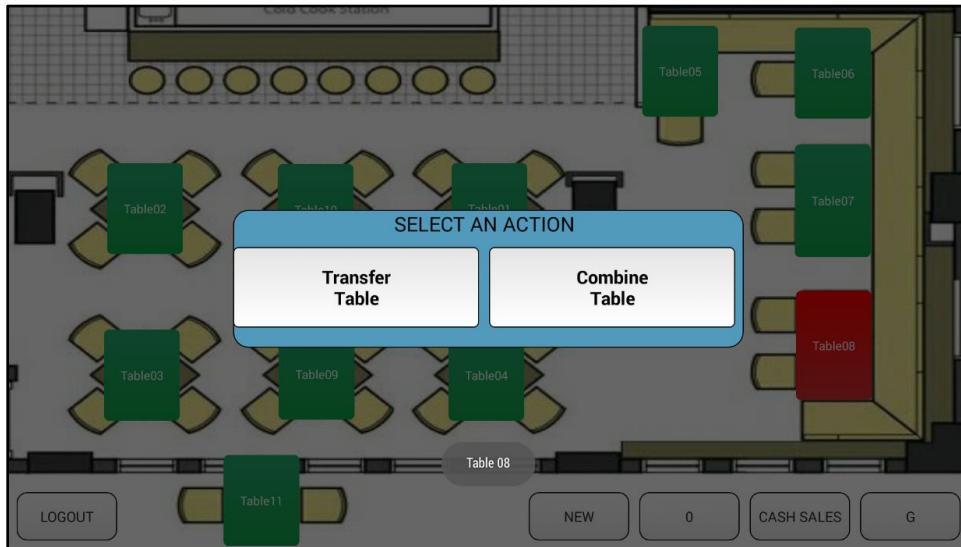


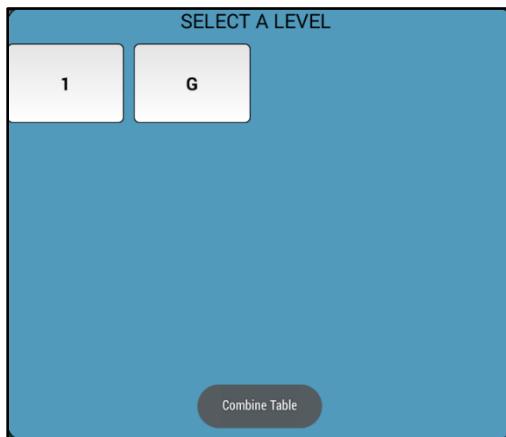
Figure2.3 Table Transfer

## Combine Table

1. When user want to combine 2 tables into one.
2. In figure2.1 floor plan, **Long Press** the table.
3. A window is pops up. Press **Combine Table**.

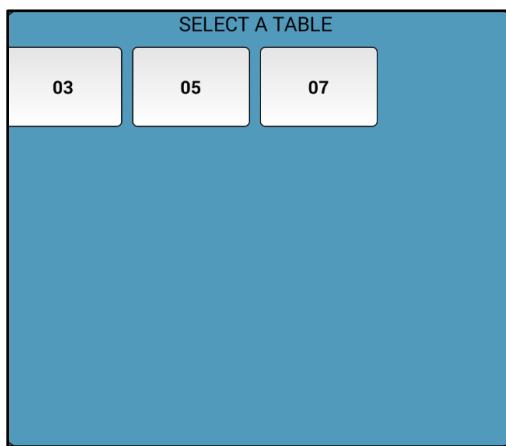


4. Select transfer **Floor Level**.



## Better Business Solution

5. The served table will show. Select a **Table** to combine.



6. Combine done.
7. In figure2.4, you will see the selected red color table turn green color.

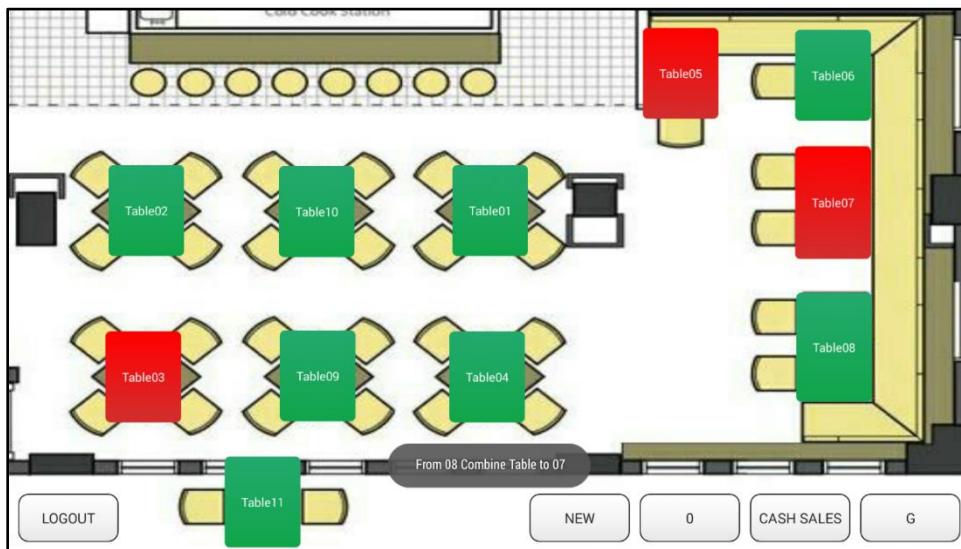
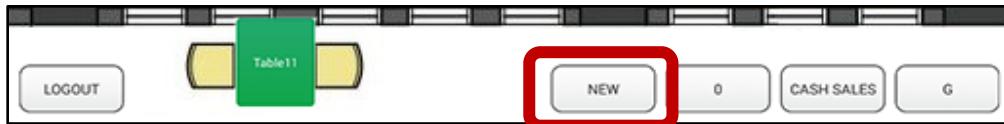


figure2.4 Table Combine

## Create New Addon Table

1. User can create new temporary table whenever there is additional walk in customer.
2. In figure2.1 floor plan view, press **New Button**.



3. After user press the new button, a window pops up.

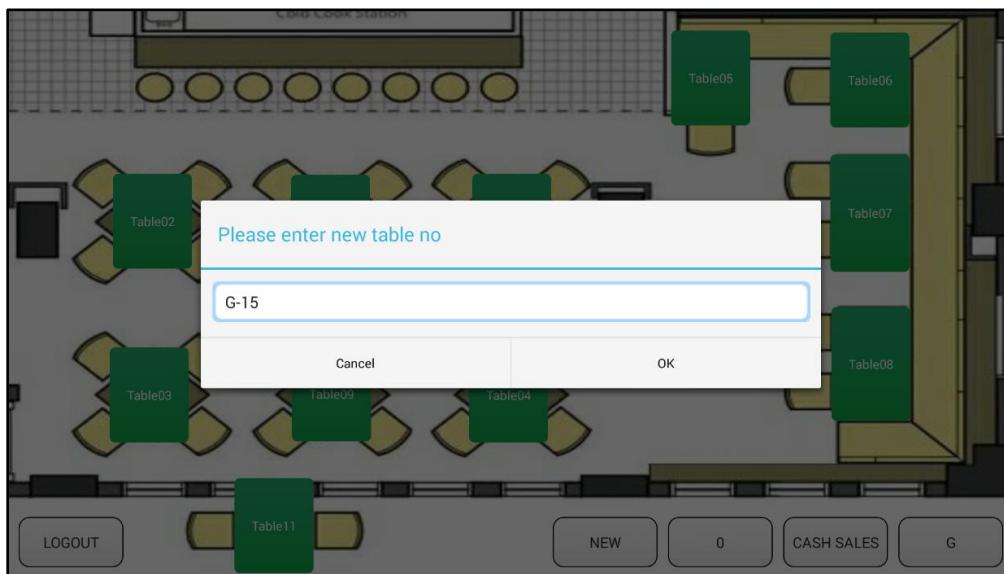


Figure2.5 Create Addon Table

4. Insert addon table number or name.
5. Press **OK**.
6. Addon table has been created and will proceed next page (order page).

## Addon Table

1. In figure2.1 floor plan, all addon table is show in here.



2. After press on it, all addon tables are showing.
3. Figure 2.6 is the sample view after user press on it.

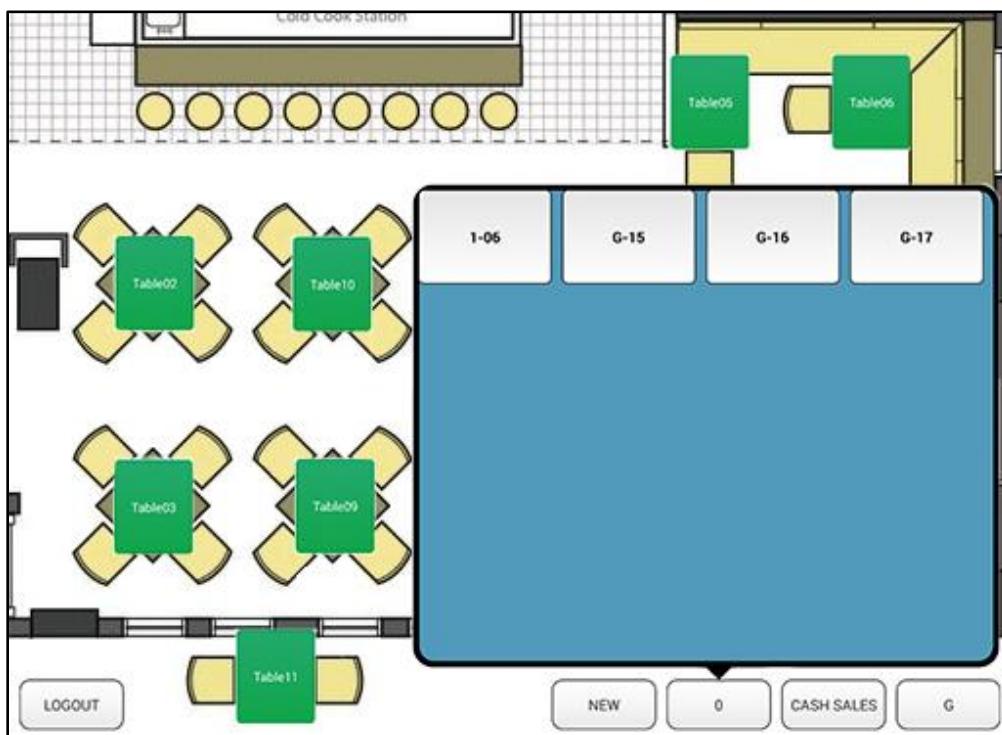


Figure2.6 Addon Table

4. User can press the addon table to open the order page.

## No Table Seat/Cash Sales

1. When customer want to take away, user can use **Cash Sale** to take order.
2. In figure2.1 floor plan, press **Cash Sales**.



3. After user press the button, figure2.7, an order page appears.

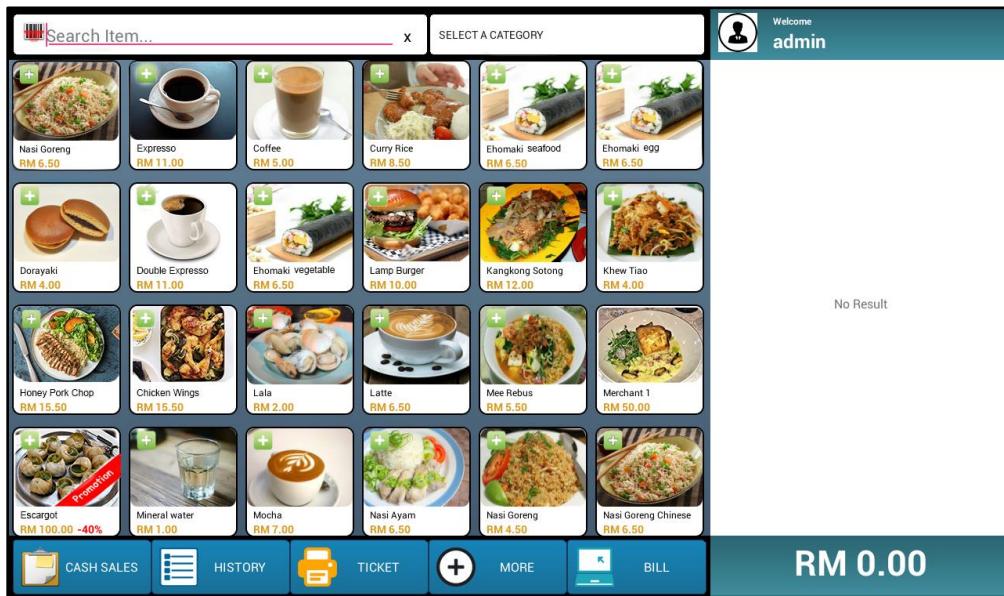


Figure2.7 Cash Sales Order

4. Select items.
5. The total price of the item will calculate and show in here.
6. Bill to make payment.
7. Cash Sales Order transaction is save as well.

**Note : The function is not available for Client**

## Floor Level

1. User can add or delete the **Floor Level** in BBS2U/Data/Table Floor Plan.
2. In figure2.1 floor plan, total floor level is show in here.



3. After press on it, all floor levels are showing.
4. Figure 2.8 is the sample view after user press on it.

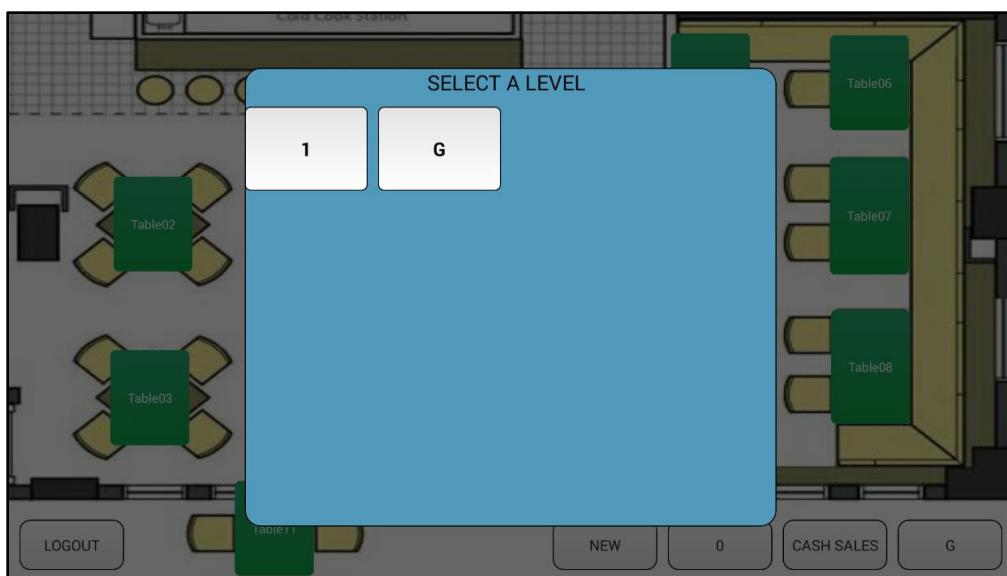


Figure2.8 Floor Level

5. Select a level and move to the level.

## Chapter 3: Overview Order Page

- Figure3.1 is the sample view of the order page.

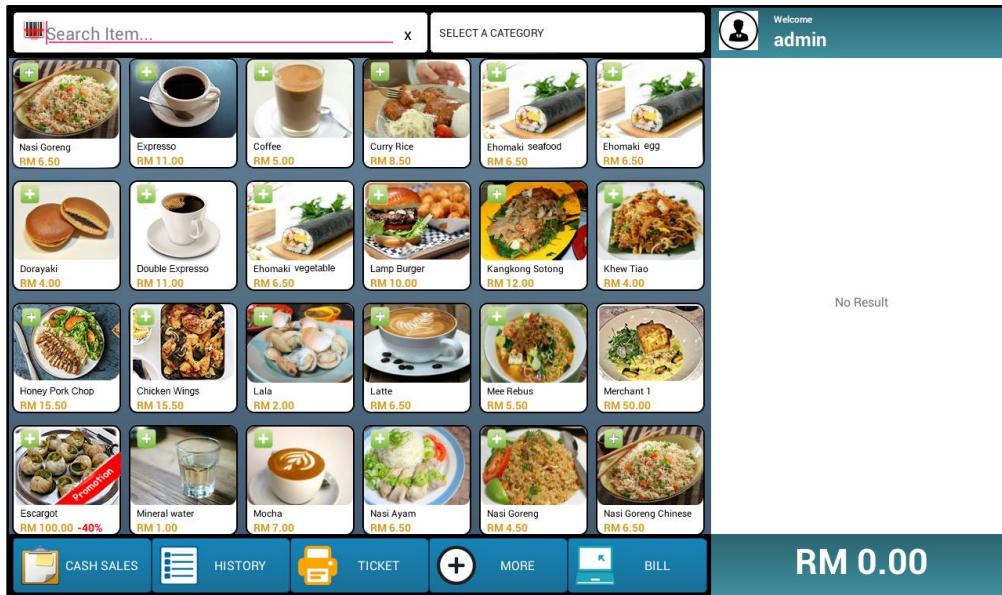


Figure3.1 Order Page

- To open the figure3.1 Order Page, user can press on **Cash Sales/Table/Addon Table**.
- In this module, you may find such functions: **Search Item, Search Category, Cash Sales/Table, History, Ticket, More** (addon pre-set Description on Item) and customer **Bill**.
- In here, user can **Search Item** and **Search Category Item**.
- In here, user can switch the **Sales person** (staff info).
- The **Order Item(s)** and **Total Price** of the transaction are showing in here.

## Search Item

1. In figure3.1 order page, user can search item name or item number with this filter.
2. Search with item name.

<input type="text" value="eho"/> <span>x</span>	SELECT A CATEGORY	
2001	Ehomaki	RM6.5

3. Search with item number.

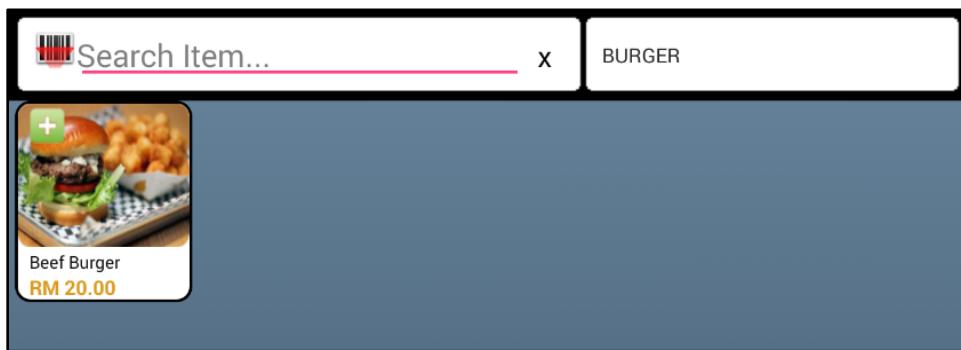
<input type="text" value="100"/> <span>x</span>	SELECT A CATEGORY	
1001	Mineral water	RM1
1002	Coffee	RM5
1003	Espresso	RM10

## Search Category Item

1. In figure3.1 order page, user can search item category with this filter.
2. Select a category.

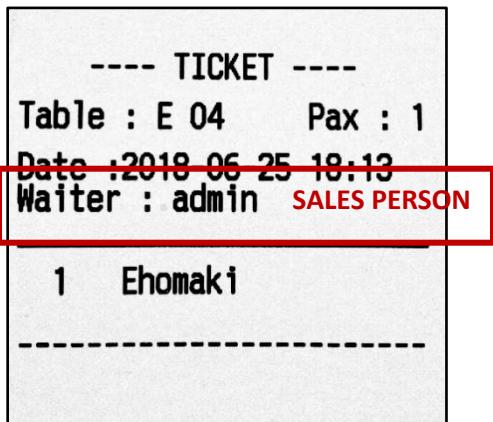


3. Specify category item is filtered.

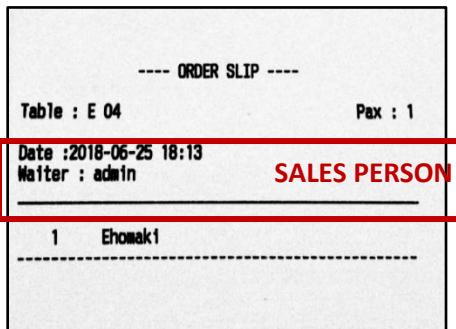


## Sales Person

1. In figure3.1 order page, user can switch the sales person information for specify tablet device.
2. Each of the transaction record will be save with in charge waiter name.
3. Example in printed Ticket Slip.



4. Example in printed Order Slip.



5. User can change the Waiter Name in Order Page.
6. Press the sales person profile.



7. Select a waiter to switch the in charge sales person.



## Transaction History

- In figure3.1 order page, press **History button.**

The screenshot shows a transaction history interface. At the top, there are search filters for 'Search Receipt No...', 'PayType' (with icons for Cash, Credit Card, and PayPal), and date ranges ('19 May 18' to '18 Jun 18'). On the right, a sidebar displays a welcome message for 'admin' and a detailed view of a transaction for 'Drink Mineral water' with a price of RM1.00 and quantity of 1. Below the main table, it shows 'History Record(s) :3' and a total amount of 'Total :RM 264.00'. At the bottom right, it displays 'RM 1.10'.

Customer Cancel Order						Table E 01	1	RM 1.1	2018-06-18	admi	2:51 PM	n		
RCP/1/0106648/000002						Table E 01	1	RM 256.85	2018-06-18	admi	1:01 PM	n		
RCP/1/5526145/000001						Table E 04	1	RM 6.05	2018-06-14	admi	3:55 PM	n		

History Record(s) :3      Total :RM 264.00      RM 1.10

Figure3.2 Transaction History

- Daily transaction records** are shown in figure3.2 **Transaction History** module.
- The history record will show the **receipt number, table number, total item number** customer ordered, **total amount, date and time** of the transaction.
- The customer order item will show in the white blank space.
- Total history record** and **total amount** are calculated and shown in figure3.2 **Transaction History** module.
- User can search the transaction record with receipt number, payment type, date range and status to search the transaction of the day.



- Report generated.

The screenshot shows a report table with the same structure as the history table, listing three transactions with their details and status indicators.

Customer Cancel Order						Table E 01	1	RM 1.1	2018-06-18	admi	2:51 PM	n		
RCP/1/0106648/000002						Table E 01	1	RM 256.85	2018-06-18	admi	1:01 PM	n		
RCP/1/5526145/000001						Table E 04	1	RM 6.05	2018-06-14	admi	3:55 PM	n		

## Better Business Solution

8. Icon represent:



- Transaction completed.



- Transaction has been voided.



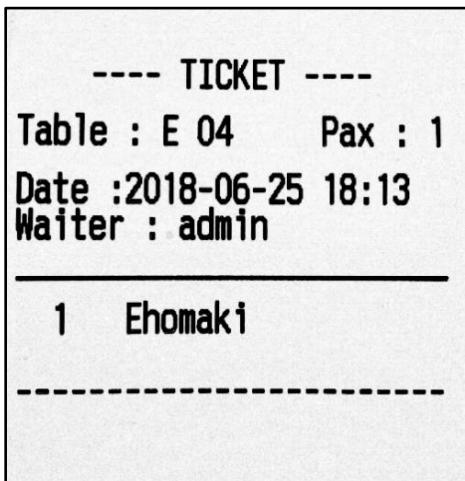
- Transaction has been uploaded to cloud.



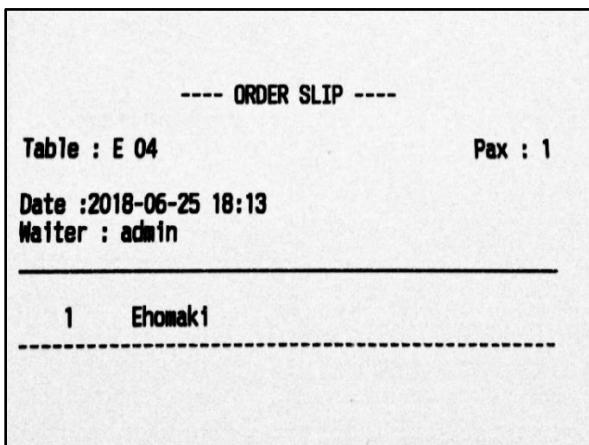
- Transaction pending for upload.

## Order Ticket

1. After finish taking customer order in order page, press **TICKET button**.
2. The kitchen printer will separately print out the order slip item.
3. Sample Order Ticket for kitchen use will show information of table, date and time, waiter name and order item:

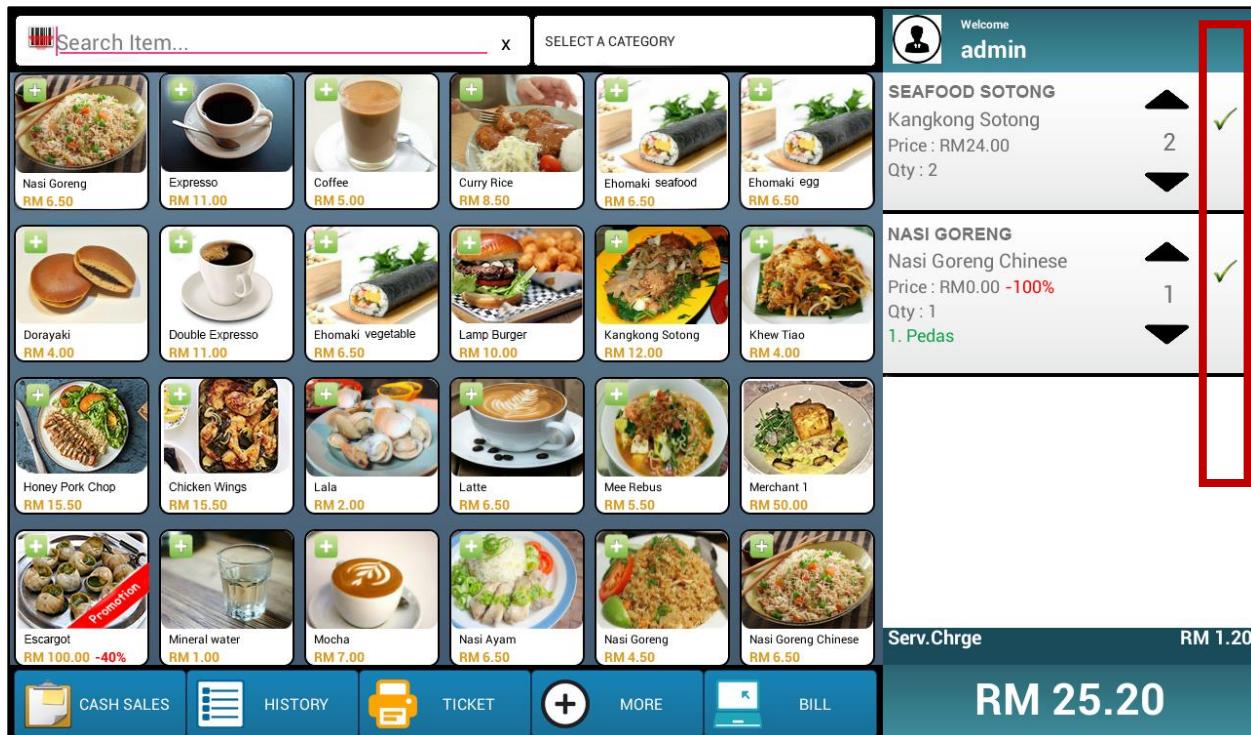


4. Sample Order Ticket for customers checking will show information with table, data and time, waiter name and all order item(s):



5. Order slip will send to and print out according to the printer IP address setting.
6. To set **Printer IP Address > more > setting**.

## Better Business Solution



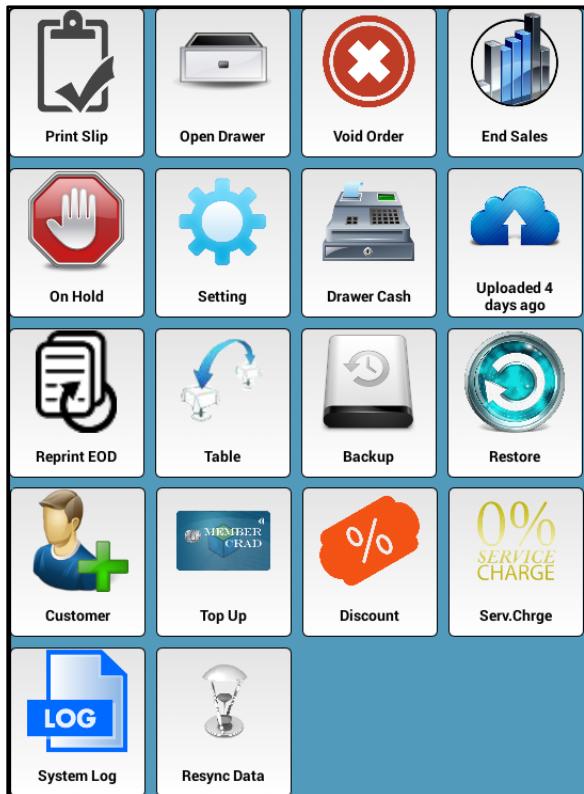
Figur3.3 Order Ticket

7. In figure3.3, **Green Checked Mark** represent order item has printed.
8. User can addon order item and press ticket to print ticket.
9. Total item amount was calculated with service charge.
10. User can reprint all the order item ticket
11. To **reprint** the all item(s) (Server) > **more** > **print slip**.
12. Else (Client) press the specify order item to **reprint**.

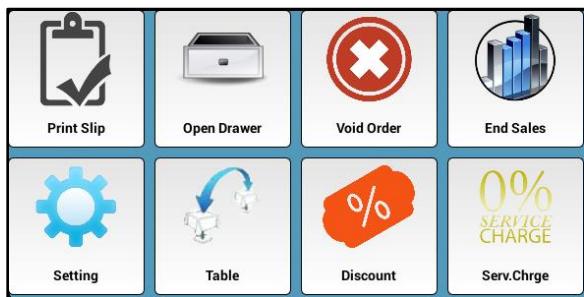
## More Button

1. In order page, press **More button**.
2. Addon button in Single and Server are more than Client.

### I. Addon button in Server/Single Overview



### II. Addon button in Client Overview



## Station

Different Permission are allowed in Single/Server Station and Client Station.

	<b>Server / Single</b>	<b>Client</b>
<b>Print Slip</b>	Reprint order slip.	Reprint order slip.
<b>Open Drawer</b>	Open cash drawer.	Open cash drawer.
<b>Void Order</b>	Cancel order.	Cancel order.
<b>End Sales</b>	Generate sales report of the day.	Generate sales report of the day.
<b>On Hold</b>	Hold the table order.	-
<b>Setting</b>	Include <b>General Setting</b> , <b>Display Setting</b> , <b>Printer Setting</b> , <b>Member Card Setting</b> and <b>Credit Card Setting</b> .	<b>Printer IP Setting</b>
<b>Drawer Cash</b>	Make transaction.	-
<b>Upload</b>	Update Cloud record.	-
<b>Print EOD (End Of Day)</b>	Reprint end day sales report	-
<b>Table</b>	Transfer table or Combine table.	Transfer table or Combine table.
<b>Backup</b>	Save data as Backup.	-
<b>Restore</b>	Restore backup data.	-
<b>Customer</b>	Add new member and create new member card.	-
<b>Top Up</b>	Member card reload.	-
<b>Discount</b>	Change discount rate (%).	Change discount rate (%).
<b>Serv.Chrge</b>	Change service rate.	Change service rate.
<b>System Log</b>	Record error message.	-
<b>Resync Data</b>	Remain data record.	-

**Single/Server Station**

**Print Slip**

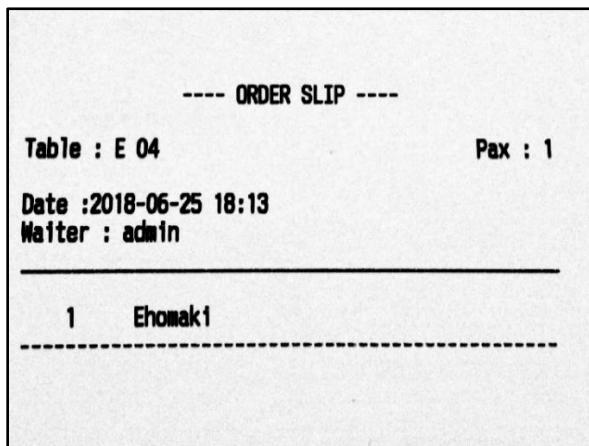
1. User can reprint the customer order slip.
2. Press **Print Slip button**.



3. Press **Yes**.



4. Slip printed.
5. Below is the sample printed Slip.



## Open Drawer

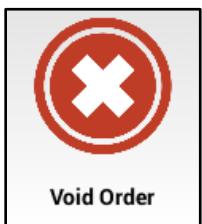
1. User can open cash drawer.
2. Press **Open Drawer button**.



3. Cash Drawer opened.
4. Cash drawer history is recorded.
5. Cash Drawer History Report is show in BBS2U/Data/Cash Drawer History Report.

## Void Order

1. User can void an order.
2. Press **Void Order button**.



3. Select or insert the reason of cancel order.

Please select a reason

Customer Avoid Pay Bill	( <input type="button" value="-"/> )
Wrongly Key In	( <input type="button" value="-"/> )
Customer Cancel Order	( <input type="button" value="-"/> )
Others	( <input type="button" value="-"/> )

Other reason please specify

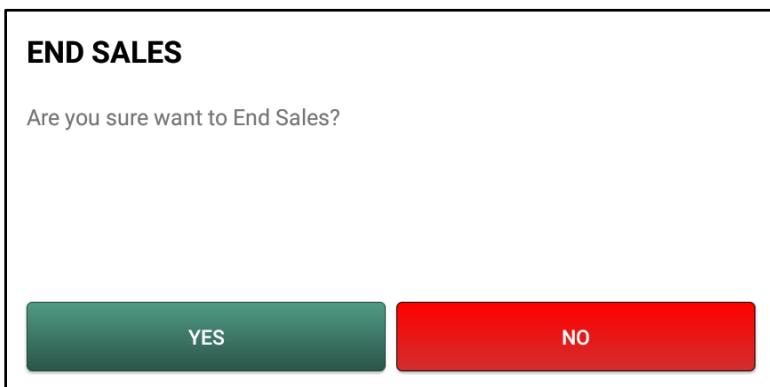
4. Press **OK**.
5. Transaction cancelled, and table color change to green.

## End Sales

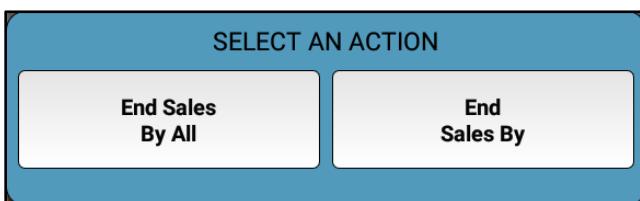
1. User can print out the daily sales report and upload the daily transaction data.
2. Press **End Sales button**.



3. Press **OK**.



4. Select an action.



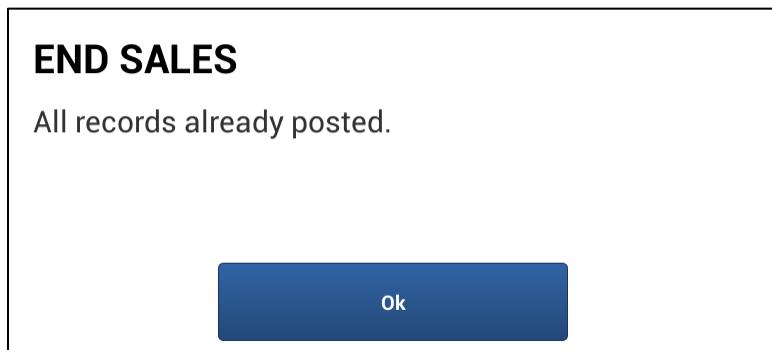
5. Daily Cash Count Summary Report and Cash Count Item Report printing.

## Better Business Solution

6. Below is the sample printed Cash Count Summary Report.

Green Matrix Solution Sdn. Bhd.	
<b>Cash Count Summary</b>	
Date : 29-Jun-2018	
Time : 17:58	
Cashier : admin	
Branch : HQ	
Reference : 180629175838-000001	
Last Reference : -	
Total Cash Sales	83.60
Balance :	83.60
Non Cash :	0.00
Net Sales:	82.50
Discount :	6.50
Service Charge :	7.60
Rounding :	0.00
Gross Sales:	83.60
GST:	0.00
Sales Aft GST :	83.60
Total Void Transaction :	1
Total Void Transaction Amount :	13.20
Confirmed By	

7. Press **OK**.



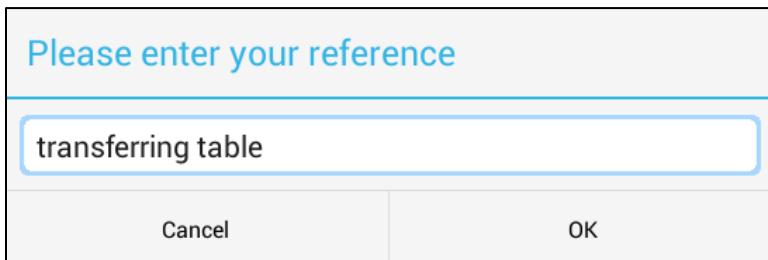
8. Daily transaction report uploaded to BBS2U.

## On Hold

1. User can hold the order item.
2. Press **On Hold button**.



3. Insert the on hold table reference and press **OK**.



4. Figure3.4 below is the sample on holding table view.

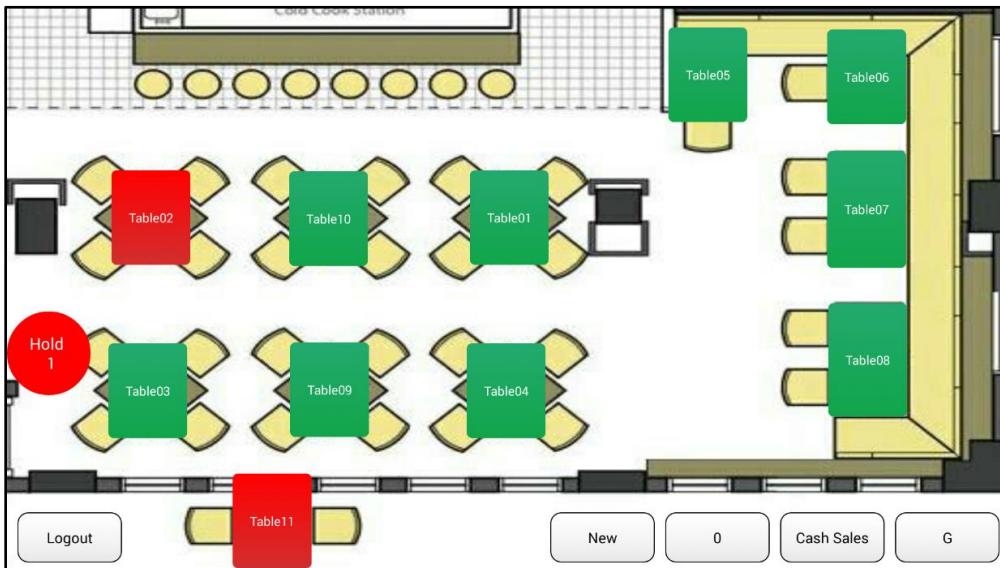


Figure3.4 On Hold Table

5. In figure3.4, a red bubble will show in the floor plan as a reminder, to remind user the on holding table.
6. User can press the bubble to check the holding table information and go to the order page of the specify table.
7. Figure 3.5 show the sample when user press on the red bubble.

## Better Business Solution

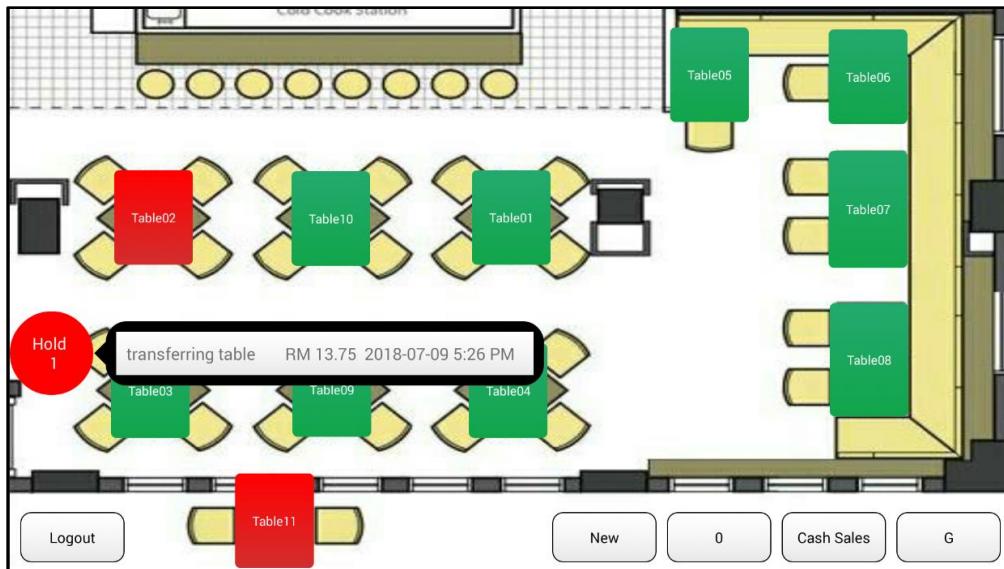
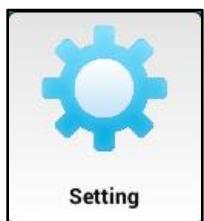


Figure3.5 On Hold Table Info

8. References, total amount, time and date of the on-hold table are show, when user press on the red bubble.
9. Press the references to continue specify table order transaction.
10. The bubble will disappear when user bill the on-hold transaction table.

## Setting

1. Press **Setting**.



2. User can edit five parts of setting in here. **General Setting, Display Setting, Printer Setting, Customer Setting and Credit Card Setting.**

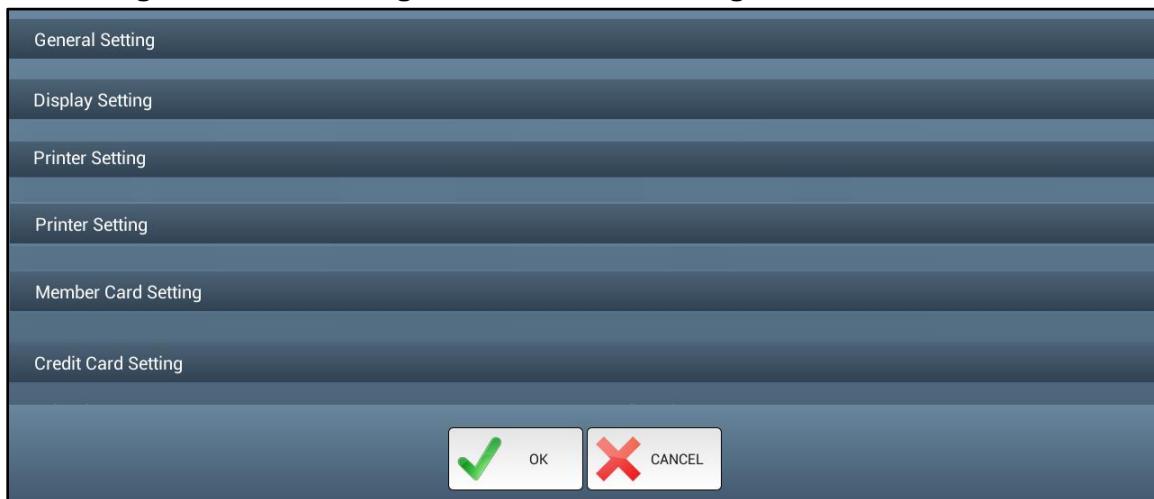


Figure3.6 Setting Page

## General Setting

In figure3.7 here, user can edit the **GST Rate**, **Service Rate** and **Currency**. Permission on **GST Inclusive**, **5 Cent Rounding**, **Allow Pax Input**, **Item Category Auto Out**, **Client Bill**, **Allow Direct Bill**, **Allow Direct Quantity Change** and **Allow Direct Bill Ticket**.

General Setting

GST Rate % <input type="text" value="0"/>	GST Inclusive <input type="button" value="OFF"/>
Service Rate % <input type="text" value="0"/>	Rounding 5 Cent <input type="button" value="OFF"/>
Currency <input type="text" value="RM"/>	Allow Pax Input <input type="button" value="OFF"/>
Allow Client Bill <input type="button" value="OFF"/>	Item Category Auto Out <input type="button" value="OFF"/>
Allow Direct Quantity Change <input type="button" value="OFF"/>	Allow Direct Bill <input type="button" value="OFF"/>
Allow Direct Bill Ticket <input type="button" value="OFF"/>	

 OK     CANCEL

Figure3.7 General Setting

## Better Business Solution

**GST Rate** is the GST charge tax in each of the transaction. User can insert the GST rate according to them.

**GST Inclusive** is editing the include GST rate in billing.

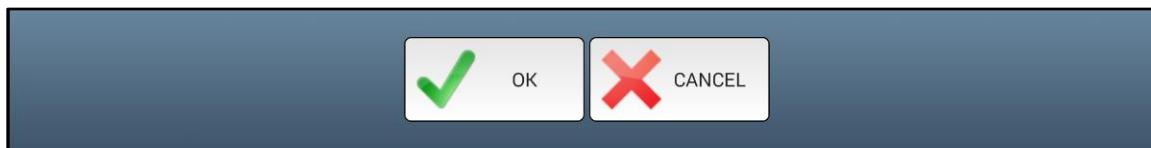
### 1. Insert the **GST Rate**.

The screenshot shows the 'General Setting' screen. It includes fields for 'GST Rate %' (set to 6), 'Service Rate %' (set to 0), 'Currency' (set to RM), and several toggle switches: 'GST Inclusive' (ON), 'Rounding 5 Cent' (OFF), 'Allow Pax Input' (OFF), 'Item Category Auto Out' (OFF), 'Allow Client Bill' (OFF), 'Allow Direct Bill' (OFF), 'Allow Direct Quantity Change' (OFF), and 'Allow Direct Bill Ticket' (OFF).

### 2. GST Inclusive **ON**.



### 3. Press **OK** to save.



### 4. The total amount in the bill will inclusive GST rate.

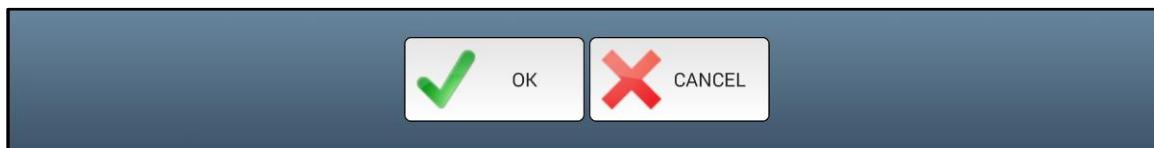
## Better Business Solution

**Service Rate** is editing the service charge tax in each transaction. User can insert the service rate according to them.

### 1. Insert Service Rate.

The screenshot shows the 'General Setting' screen. It includes fields for GST Rate % (0), Service Rate % (10, highlighted in blue), Currency (RM), and various toggle switches for GST Inclusive (OFF), Rounding 5 Cent (OFF), Allow Pax Input (OFF), Item Category Auto Out (OFF), Allow Client Bill (OFF), Allow Direct Bill (OFF), Allow Direct Quantity Change (OFF), and Allow Direct Bill Ticket (OFF).

### 2. Press OK.



3. In bill, the total amount of transaction had included service charge.
4. Figure3.7.1 is a sample included service charge.

2 ITEM(S)		
Ehomaki		
Ehomaki		
Price : RM6.50		
Qty : 1		
Rice		
Curry Rice		
Price : RM111.00		
Qty : 1		
Serv.Chrg	RM 11.75	
AMOUNT DUE	PAID :	RM 129.25
<b>RM 129.25</b>	Voucher :	RM 0.00
CARD CHARGE : RM 0.00	BALC :	RM 0.00

Figure3.7.1 Sample Service Rate Setting

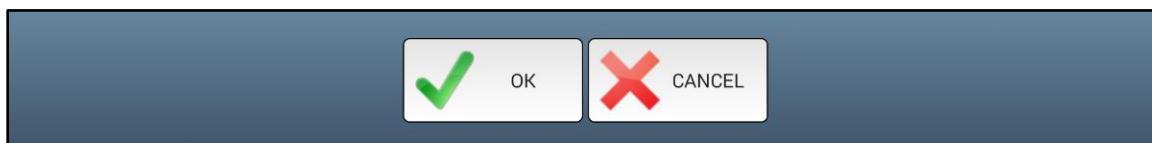
## Better Business Solution

**Currency** is editing the system of money. User can insert the currency according to them.

### 1. Insert Currency.

The screenshot shows the 'General Setting' screen with various configuration options. Under 'Currency', 'USD' is selected. Several toggle switches are set to 'OFF': GST Inclusive, Rounding 5 Cent, Allow Pax Input, Item Category Auto Out, Allow Client Bill, Allow Direct Bill, and Allow Direct Bill Ticket. The 'GST Rate %' field contains '0' and the 'Service Rate %' field also contains '0'.

### 2. Press OK.



3. The currency had changed.

4. Figure3.7.2 is a sample.

The screenshot displays a receipt sample showing the effect of changing the currency to USD. The receipt header says '1 ITEM(S)'. The item details show 'Ehomaki' listed twice, with a total quantity of '1'. The breakdown includes a service charge of 'USD 0.65' and a total amount due of 'USD 7.15'. The payment summary at the bottom shows 'PAID : USD 7.15' and 'BALC : USD 0.00'.

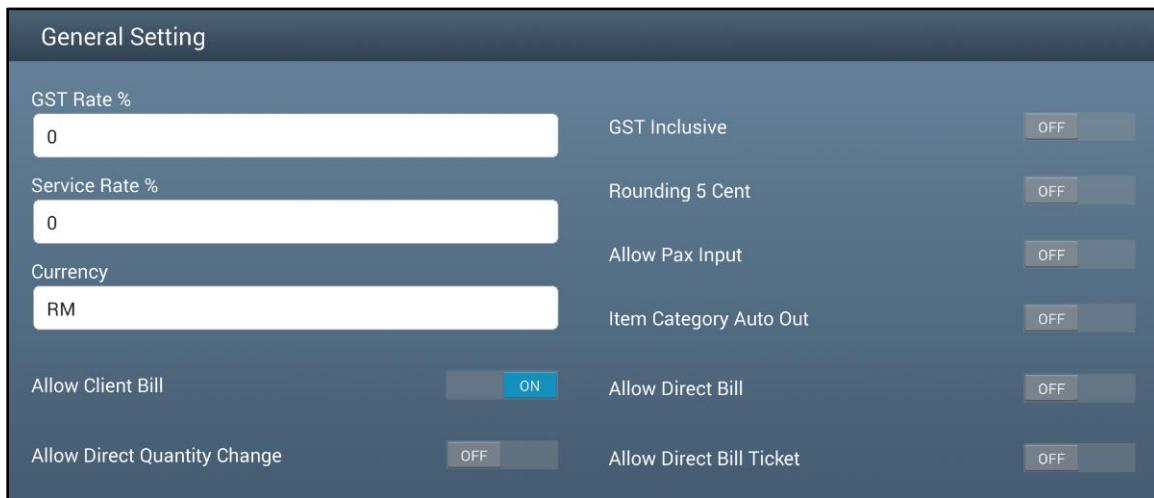
1 ITEM(S)	
Ehomaki	
Ehomaki	
Price : USD6.50	
Qty : 1	
Serv.Chrg	USD 0.65
AMOUNT DUE	PAID : USD 7.15
<b>USD 7.15</b>	Voucher : USD 0.00
CARD CHARGE : USD	BALC : USD 0.00

Figure3.7.2 Sample Currency Setting

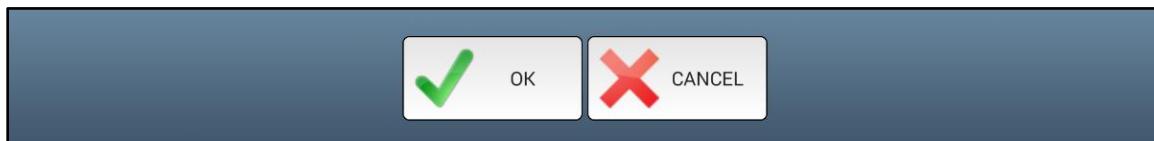
## Better Business Solution

**Client Bill** is setting the billing permission on the client station.

### 1. Allow Client Bill ON.



### 2. Press OK.



### 3. In figure3.7.3 is a sample of Allow Client Bill Off, Client Station allow to Print Slip.

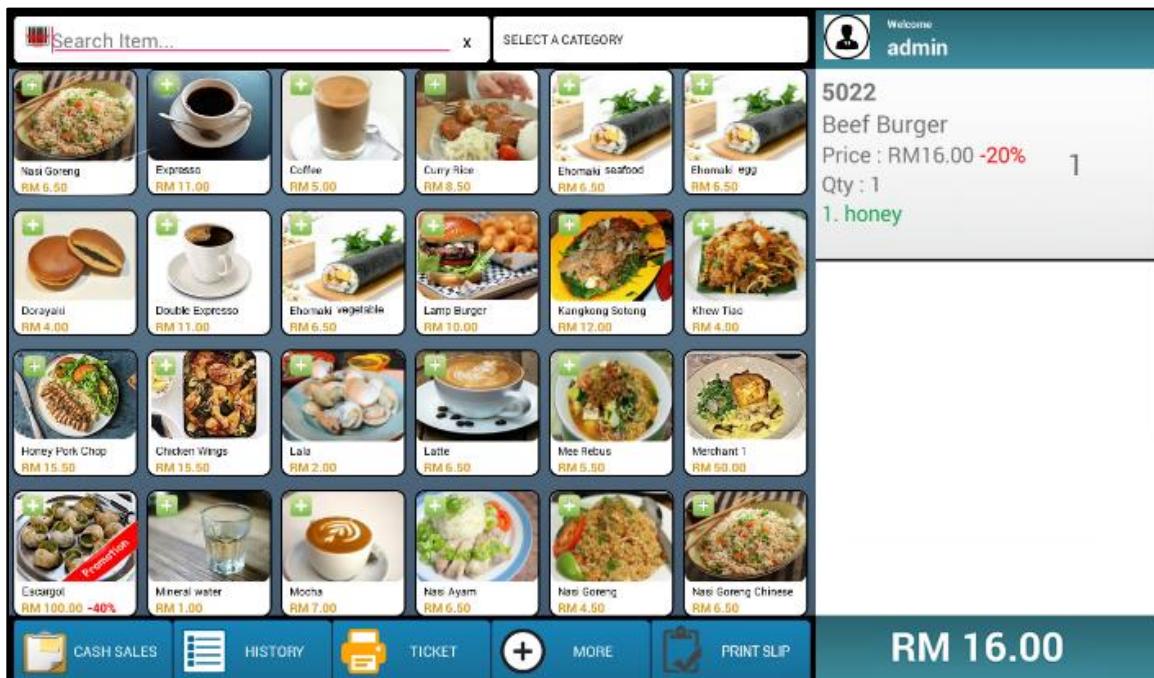


Figure3.7.3 Sample Allow Client Bill OFF Testing

## Better Business Solution

4. Figure3.7.4 is a sample of **Allow Client Bill ON**. Now, Client Station allow to Bill.

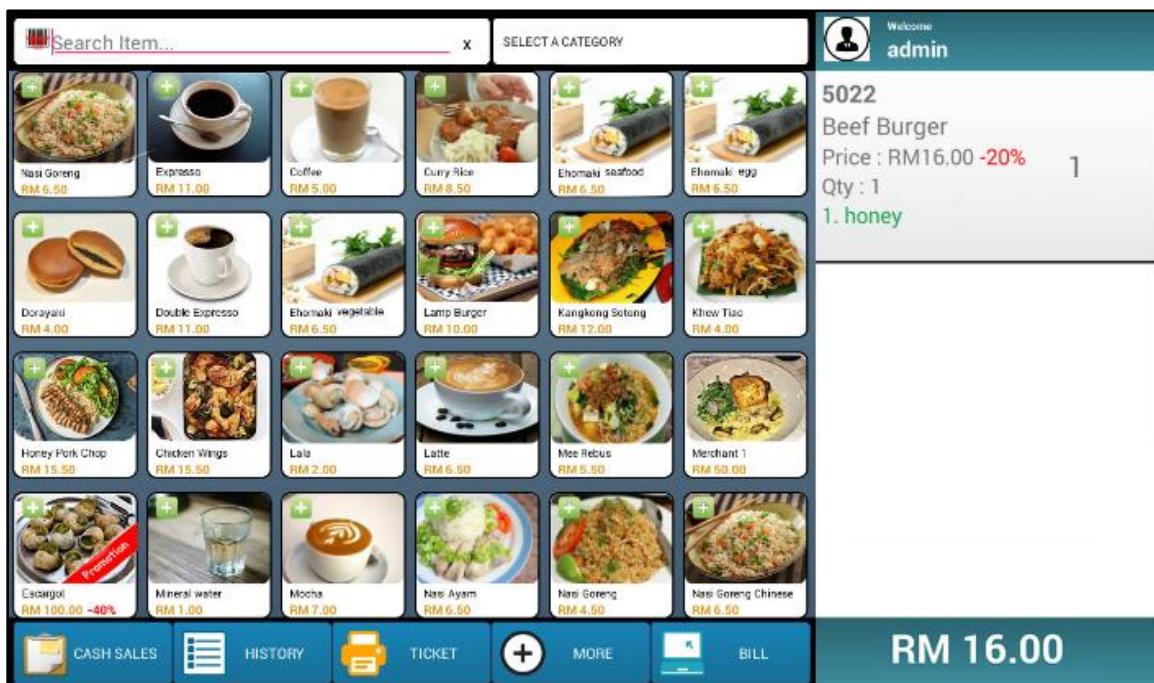
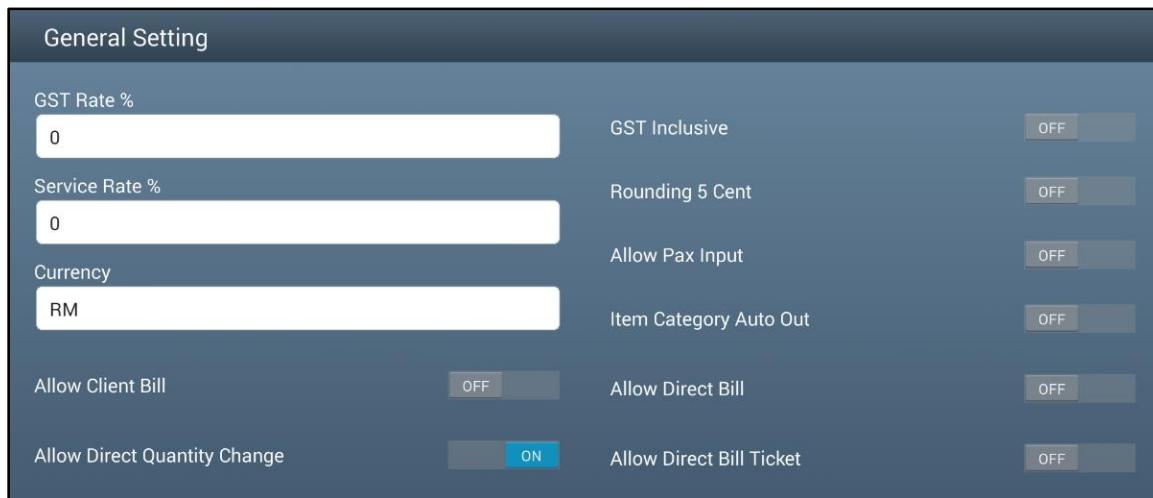


Figure3.7.4 Sample Allow Client Bill ON Testing

## Better Business Solution

**Allow Direct Quantity Change** is the ordering item quantity can be edit.

### 1. Allow Direct Quantity Change ON.



### 2. Press OK.



### 3. Figure3.7.5 is a sample of Allow Direct Quantity Change OFF.

The screenshot shows the POS system interface. At the top right, it says 'Welcome admin'. On the right side, there is a list of items with their details and quantities. The first item is 'Drink Mocha Price : RM7.00 Qty : 1'. The second item is 'Drink Latte Price : RM6.50 Qty : 1'. The third item is 'Drink Latte Price : RM6.50 Qty : 1'. Below this list is a large total amount 'RM 20.00'. At the bottom, there are navigation icons for TABLE E 12, HISTORY, TICKET, MORE, and BILL. The overall layout is clean and organized, typical of a restaurant POS system.

Figure3.7.5 Sample Allow Direct Quantity Change OFF Testing

## Better Business Solution

4. Figure3.7.6 is a sample of Allow Direct Quantity Change ON.

The screenshot shows a POS system interface with the following details:

- Search Item...** input field at the top left.
- SELECT A CATEGORY** dropdown at the top right.
- Welcome admin** at the top right.
- Drink** category on the right sidebar with two items:
  - Mocha: Price : RM7.00, Qty : 1 (with up and down arrows)
  - Latte: Price : RM13.00, Qty : 2 (with up and down arrows)
- Product Grid:** A 4x6 grid of menu items with images, names, and prices. Some items have a green plus sign icon and a small red box indicating a promotion.
- Bottom Buttons:**
  - TABLE E 12
  - HISTORY
  - TICKET
  - +
  - MORE
  - 
  - BILL
- Total Amount:** RM 20.00 displayed prominently at the bottom right.

Figure3.7.6 Sample Allow Direct Quantity Change ON Testing

## Better Business Solution

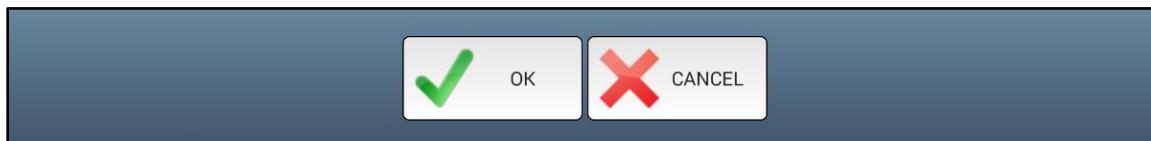
**Rounding 5 Cent** is rounding up the 5cent when calculate the price amount.

### 1. Allow Rounding 5 Cent ON.

The screenshot shows the 'General Setting' configuration screen. It includes fields for GST Rate % (0), Service Rate % (0), Currency (RM), and various toggle switches. The 'Rounding 5 Cent' switch is set to 'ON' (highlighted in blue).

Setting	Value	Status
GST Rate %	0	OFF
Service Rate %	0	ON
Currency	RM	OFF
Allow Client Bill	OFF	OFF
Allow Direct Quantity Change	OFF	OFF
GST Inclusive		OFF
Allow Pax Input		OFF
Item Category Auto Out		OFF
Allow Direct Bill		OFF
Allow Direct Bill Ticket		OFF

### 2. Press OK.



3. The total amount of the transaction is round up 5 cent.

4. Figure3.7.8 is a sample of **Rounding 5 Cent OFF**.

1 ITEM(S)		
AG	Curry Rice	Price : RM8.50
		Qty : 1
Serv.Chrg		RM 0.34
AMOUNT DUE	PAID :	RM 8.84
<b>RM 8.84</b>	Voucher :	RM 0.00
CARD CHARGE : RM 0.00	BALC :	RM 0.00

Figure3.7.8 Sample Rounding OFF Testing

5. Figure3.7.9 is a sample of **Rounding 5 Cent ON**.

1 ITEM(S)		
<b>AG</b> Curry Rice Price : RM8.50 Qty : 1		
Serv.Chra		RM 0.34
Rounding		RM 0.01
AMOUNT DUE	PAID :	RM 8.85
<b>RM 8.85</b>	Voucher :	RM 0.00
CARD CHARGE : RM 0.00	BALC :	RM 0.00

Figure3.7.9 Sample Rounding ON Testing

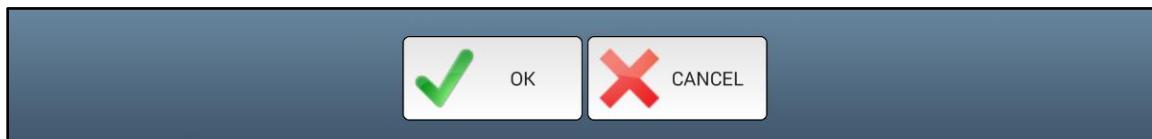
## Better Business Solution

**Allow Pax Input** is allowing the pax input while insert the number.

### 1. Allow Pax Input ON.

The screenshot shows the 'General Setting' screen with various configuration options. The 'Allow Pax Input' setting is highlighted with a blue border and the word 'ON' in blue, indicating it is enabled. Other settings shown include GST Rate % (0), Service Rate % (0), Currency (RM), and several toggle switches for GST Inclusive (OFF), Rounding 5 Cent (OFF), Item Category Auto Out (OFF), Allow Client Bill (OFF), Allow Direct Bill (OFF), Allow Direct Quantity Change (OFF), and Allow Direct Bill Ticket (OFF).

### 2. Press OK.



### 3. Allow Pax Input ON, user require to insert total number of customer.

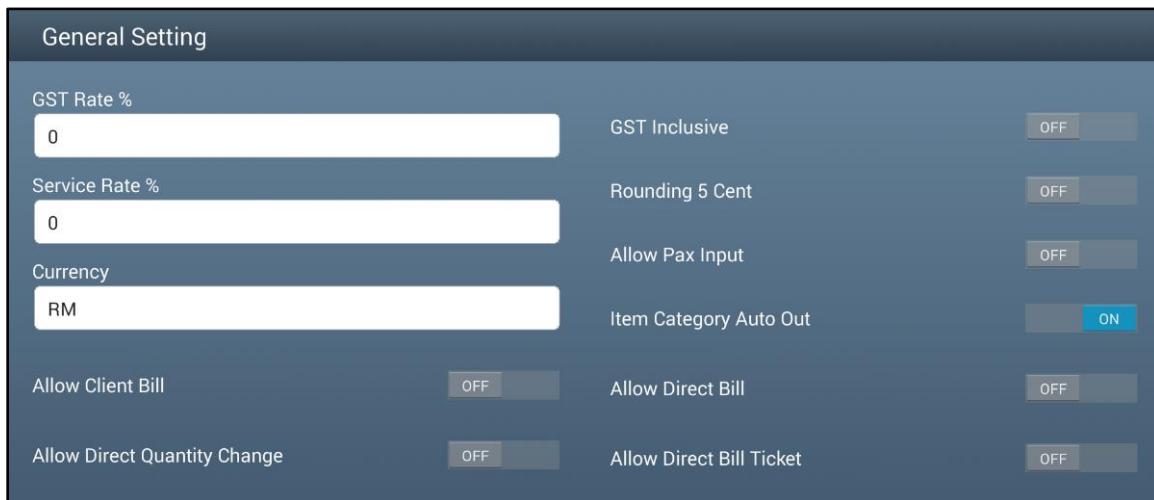
The screenshot shows the 'Enter Pax' screen. It features a header with three people icons and the text 'Enter Pax'. Below is a text input field containing the number '2'. At the bottom is a 'DONE' button.

### 4. Pax input number is show in ticket slip and bill invoice.

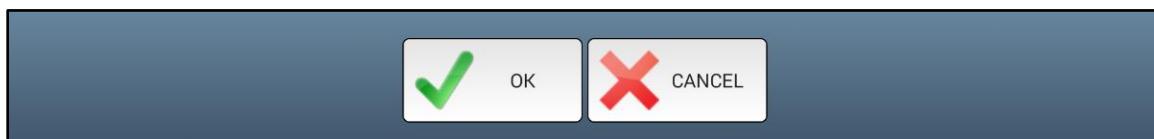
## Better Business Solution

**Item Category Auto Out** is allowing the item category pop out when enter the order page.

### 1. Item Category Auto Out ON.



### 2. Press **OK** to save.



### 3. In order page, the item category pops out first after user press **Table**.



## Better Business Solution

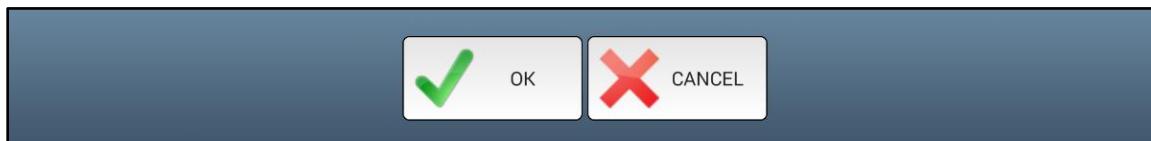
Allow Direct Bill is allowing Server Station to direct print out receipt when bill button is press on.

### 1. Allow Direct Bill ON.

General Setting

GST Rate % 0	GST Inclusive <input type="button" value="OFF"/>
Service Rate % 0	Rounding 5 Cent <input type="button" value="OFF"/>
Currency RM	Allow Pax Input <input type="button" value="OFF"/>
Allow Client Bill <input type="button" value="OFF"/>	Allow Direct Bill <input checked="" type="button" value="ON"/>
Allow Direct Quantity Change <input type="button" value="OFF"/>	Allow Direct Bill Ticket <input type="button" value="OFF"/>

### 2. Press **OK** to save.



### 3. Receipt is printing when user press **Bill button**.



### 4. The payment page does not appear, when **Allow Direct Bill ON**.

1 ITEM(S)			Customer INFO		
AG Curry Rice Price : RM8.50 Qty : 1			Scan Card ID Enter Reference		
			Voucher INFO Voucher No <input type="text"/> <input type="button" value="←"/>		
			CASH		
			7	8	9
			4	5	6
			1	2	3
AMOUNT DUE <b>RM 8.50</b>	PAID : Voucher : <b>RM 0.00</b>	BALC : <b>RM 0.00</b>	<input type="button" value="PRINT"/>	<input type="button" value="SPLIT"/>	<input type="button" value="CANCEL"/>

## Display Setting

1. Press **Setting**.

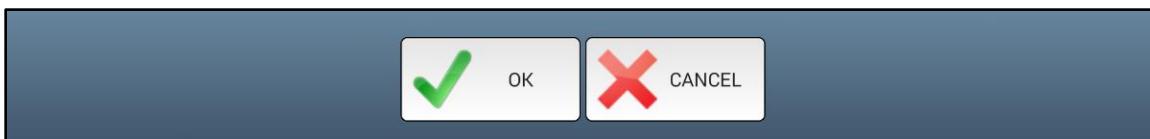


2. In here, user can edit the **Receipt Number**, **Receipt Prefix**, **Order Caption**, **GST Caption**, **Service Tax Caption**, **Waiter** and **No Table Text** (Take Away) that display on ticket and invoice. Permission on **Thumbnail Preview**.

Display Setting	
Receipt No	Service Tax Caption
1	Serv.Chrg
Receipt Prefix	Waiter
RCP	Waiter
Order Caption	No Table Text
Table	Cash Sales
GST Caption	Thumbnail Preview
GST	<input checked="" type="checkbox"/> ON

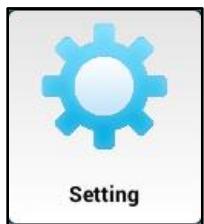
Figure3.8 Display Setting

3. User can edit the textbox text in figure3.8.
4. Press **OK** to save.



## Printer Setting

1. Press **Setting**.



2. In here, user can edit the **Printer Model**, **Printer IP**, **Printer Item Line**, **Ticket Footer**, **Receipt Footer** and **Receipt Copies**. Permission on **Print Item List After End Sales**, **Print Ticket Big Font**, **Print Order Slip at Cashier** and **Allow Split Ticket**.

Printer Model		Ticket Footer	
PRINTER IP			
Printer IP		Receipt Footer	
192.168.1.100		Thank you. Please come again	
Print Item Line		Receipt Copies	
2		1	
Print Item List After End Sales		ON	Print Order Slip At Cashier
Print Ticket Big Font		ON	Split Ticket

Figure3.9 Printer Setting

3. Click **OK** to save.

## Member Card Setting

1. Press **Setting**.
2. In here, user can edit the **Card Expiry**. Permission on **Allow PIN**.

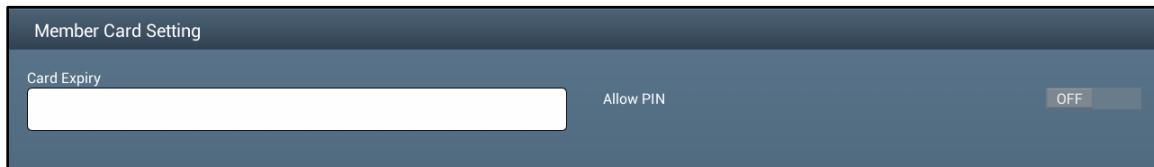
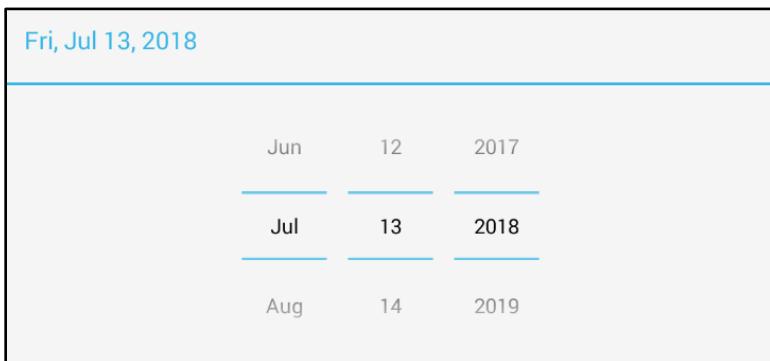


Figure3.10 Member Card Setting

## Card Expiry

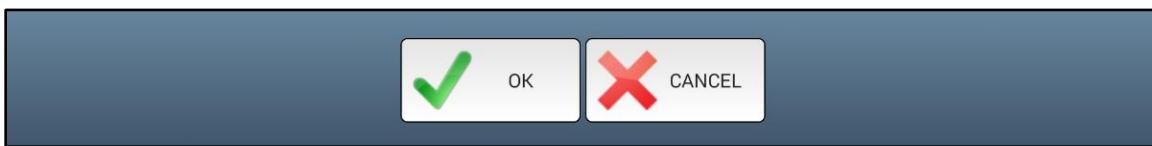
1. Select Card Expiry date.



2. Press **Done**.



3. Press **OK** to save.

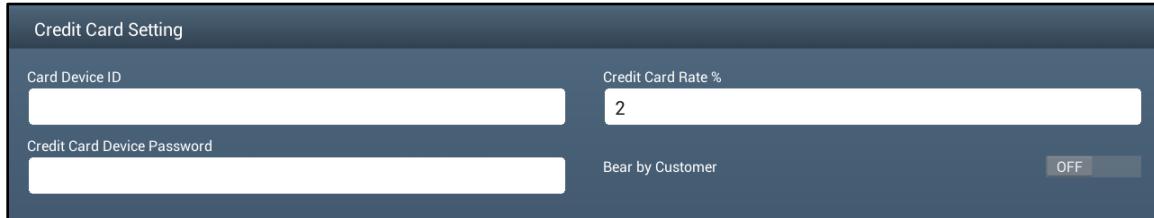


4. In add member card, the card expire date is auto selected the expiry date.



## Credit Card Setting

1. Press **Setting**.
2. In here, user can edit the **Card Device ID**, **Credit Card Device Password** and **Credit Card Rate** in payment. Permission on **Bear by Customer**.



The screenshot shows a 'Credit Card Setting' interface. It includes fields for 'Card Device ID' (empty), 'Credit Card Rate %' (set to 2), 'Credit Card Device Password' (empty), and a 'Bear by Customer' toggle switch which is currently set to 'OFF'. The background is dark blue.

Figure3.11 Credit Card Setting

3. Press **OK** to save.



## Drawer Cash

1. Press **Drawer Cash button.**



2. Figure3.12 show the Drawer Cash page.

Enter Reason		Enter Amount	CASH IN	CASH OUT
Date	Description	Cash In(RM)	Cash Out(RM)	Print
Total Cash In : 0.00    Total Cash Out : 0.00    Balance : 0.00				

Figure3.12 Drawer Cash

3. Cash Drawer open history is record and list at here.
4. The history report includes Date, Description and Amount.
5. User can click **Print** to print out the report.
6. Daily **Total Cash In/Out** and **Balance** are calculated and shown at here.

## Cash In

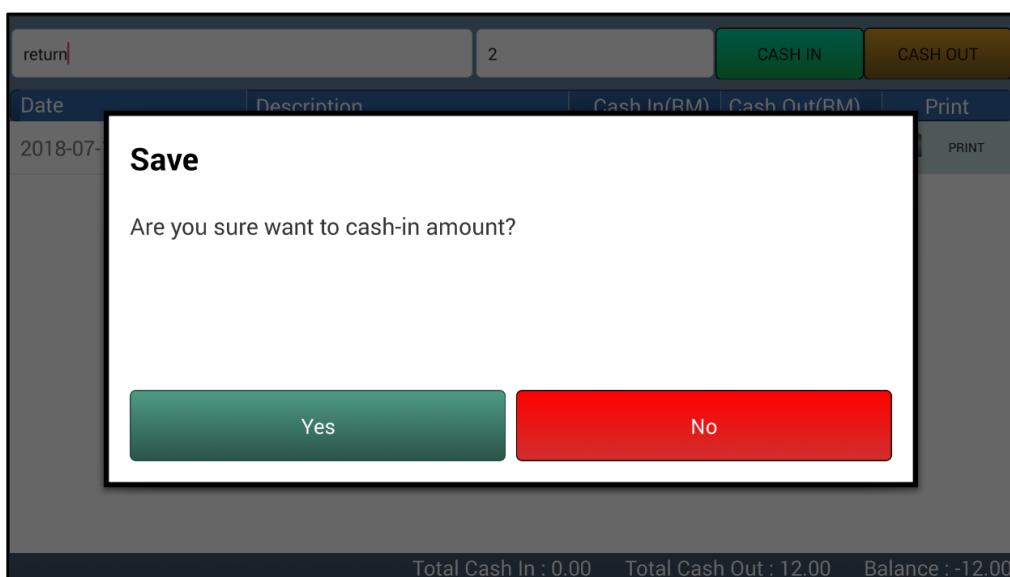
1. Insert reason and amount to open cash drawer.

Enter Reason	Enter Amount
--------------	--------------

2. Press **CASH IN**.



3. Press **Yes**.



4. Figure3.12.1 show the sample of Cash In.

Enter Reason		Enter Amount		CASH IN	CASH OUT
Date	Description	Cash In(RM)	Cash Out(RM)	Print	
2018-07-10 5:38 PM	return	100.00	0.00		PRINT
2018-07-10 5:37 PM	return	2.00	0.00		PRINT
Total Cash In : 102.00    Total Cash Out : 00.00    Balance : 102.00					

Figure3.12.1 Cash IN Testing

## Cash Out

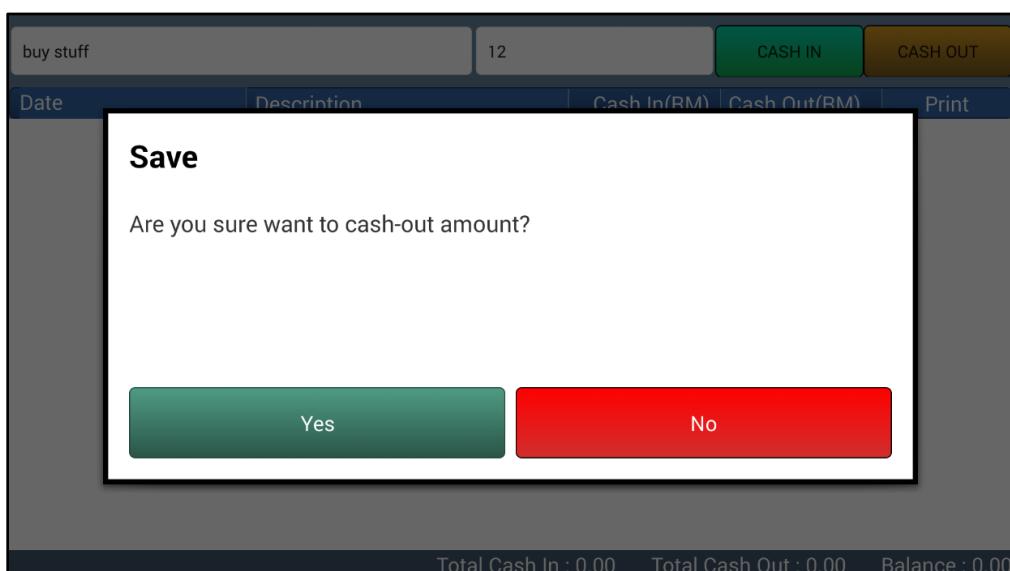
1. Insert reason and amount to open cash drawer.

Enter Reason	Enter Amount
--------------	--------------

2. Press **CASH OUT**.



3. Press **Yes**.



4. Figure3.12.2 show the sample Cash Out.

Enter Reason		Enter Amount		CASH IN	CASH OUT		
Date	Description	Cash In(RM)		Cash Out(RM)		Print	
2018-07-10 5:35 PM	buy stuff	0.00		12.00			PRINT
						Total Cash In : 00.00	Total Cash Out : 12.00 Balance : -12.00

Figure3.12.2 Cash OUT Testing

## Sales Data Upload

1. Record upload required Network Connection.
2. Press **Upload button**.



3. Figure below is sample of data uploading.

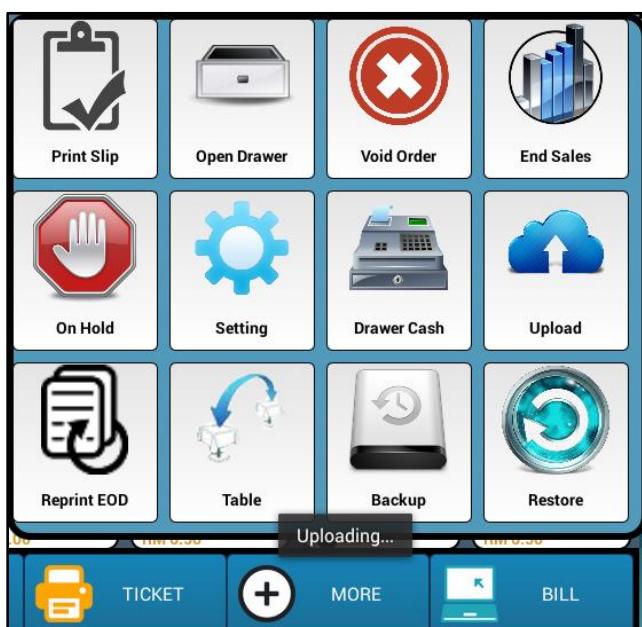


Figure3.13 Sales Data Upload Testing

4. The sales record(s) is uploading to BBS2U and cloud.
5. User can check the uploaded data at BBS2U/Sales Report/Sales Summary Report.

## Print EOD (End Of Day)

1. Reprint daily sales report.
2. Press **Reprint EOD button.**



3. Select an end sales references to print.

Select an end sales reference

4. Below is the sample end sales report.

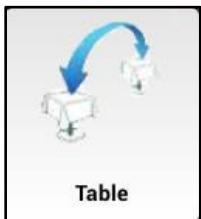
Cash Count Item			
Date : 29-Jun-2018	Time : 17:58	Cashier : admin	Branch : HQ
Reference : 180629175838-000001	Last Reference : -		
Heineken	1	10.00	0.00
Nasi Ayam	1	6.50	6.50
Mineral water	1	1.00	0.00
LM Red	1	15.50	0.00
Nasi Goreng	1	4.50	0.00
Nee Rebus	2	11.00	0.00
Latte	2	13.00	0.00
Kangkong Sotong	1	12.00	0.00
Mocha	1	7.00	0.00
Lala	1	2.00	0.00
Total :	12	82.50	6.50
Item Category			
Item	Qty	Price	Dis.
AB	1	6.50	6.50
AC	1	1.00	0.00
AE	1	15.50	0.00
Beer	1	10.00	0.00
G	1	4.50	0.00
K	2	11.00	0.00
N	2	13.00	0.00
Q	1	12.00	0.00
S	1	7.00	0.00
Z	1	2.00	0.00
Total :	12	82.50	6.50

## Table

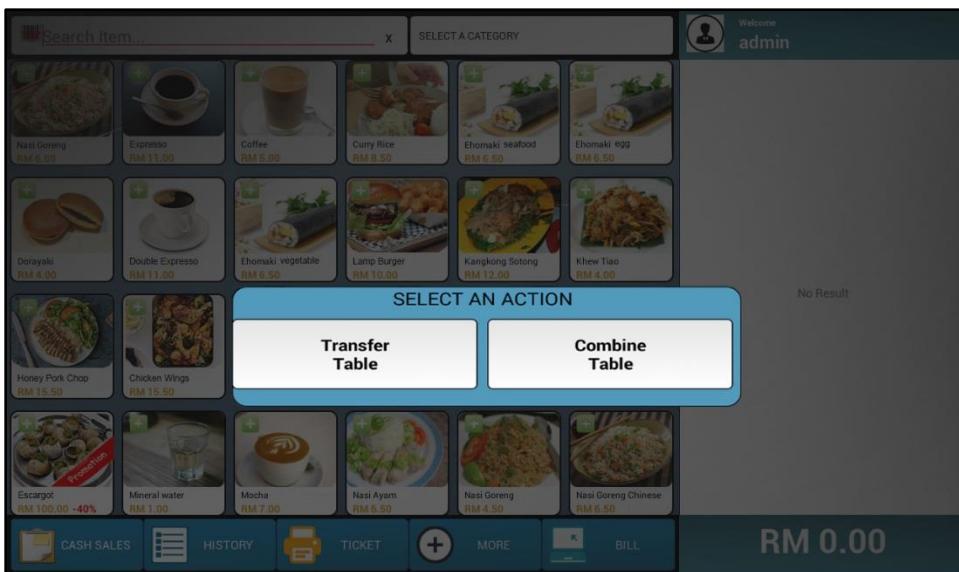
1. In table, user can **combine table** and **transfer table**.
2. Multiple devices are not allowed to serve on the same table, one of them will be kick out from the section.

### Transfer Table

1. Used when customer is changing their table.
2. Press **Table button**.



3. After press the button, a window is pop out.

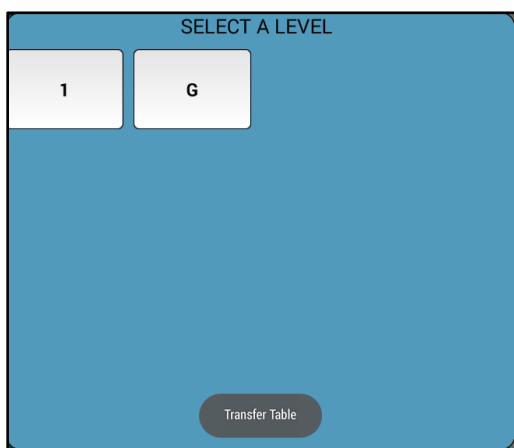


4. In select action window, press **Transfer Table**.

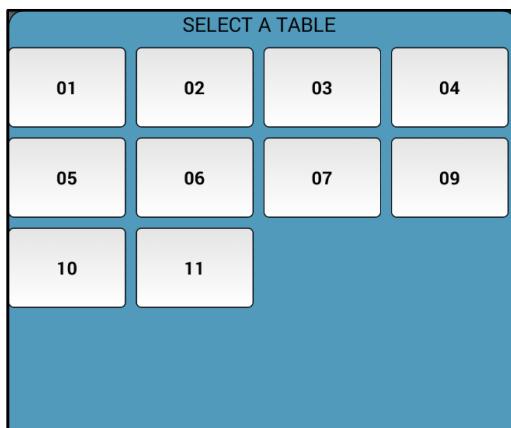


## Better Business Solution

### 5. Select transfer **Floor Level**.



### 6. Available table will show, select a **Table** to transfer.



### 7. Transfer done.

### 8. In figure3.14, you will see the red color move to the selected table.

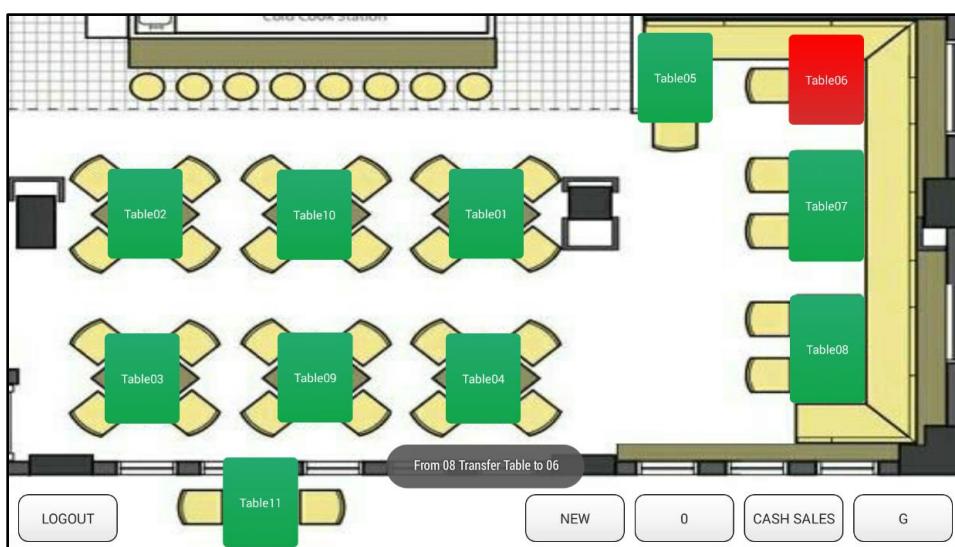


Figure3.14 Table Transfer Testing

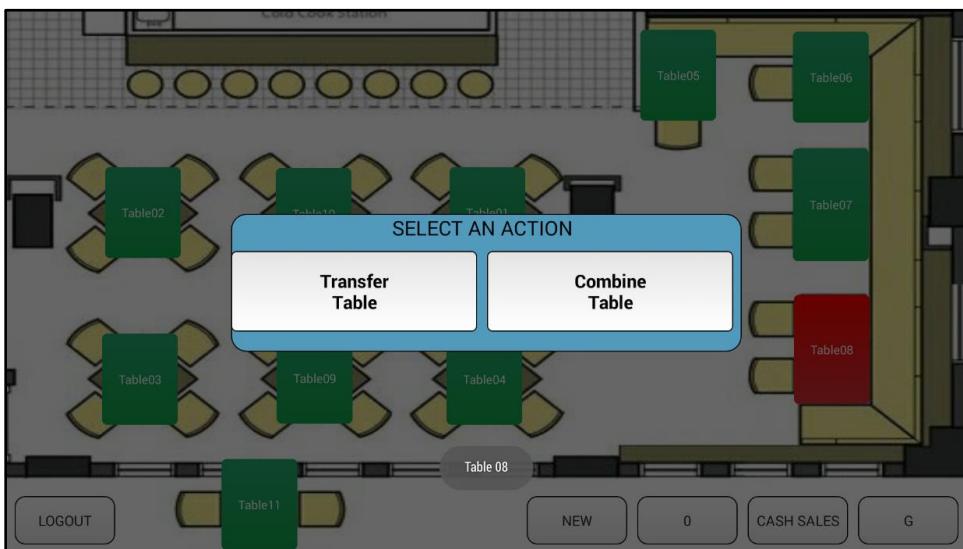
## Better Business Solution

### Combine Table

1. When user want to combine 2 tables into one.
2. Press **Table button**.



3. After press the button, a window is pop out.

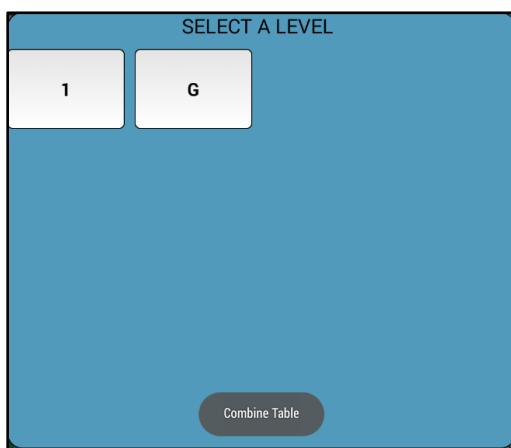


4. In select action window, press **Combine Table**.

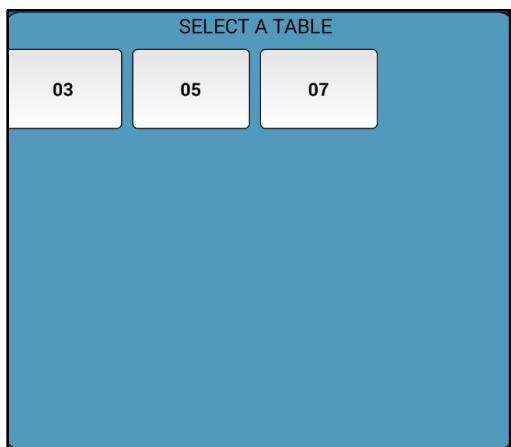
Combine  
Table

## Better Business Solution

### 5. Select transfer **Floor Level**.



### 6. The served table will show. Select a **Table** to combine.



### 7. Combine done.

### 8. In figure3.15, you will see the specify table turn into green color.

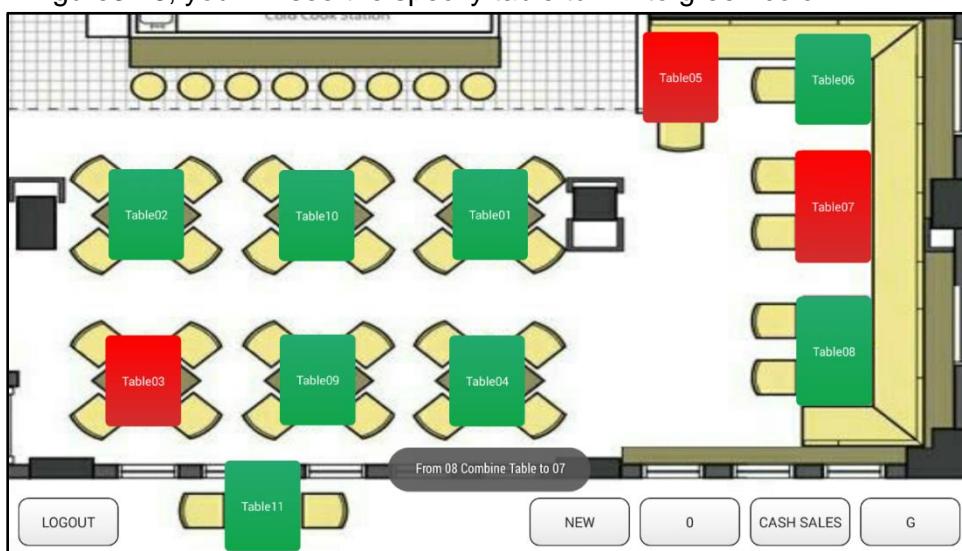


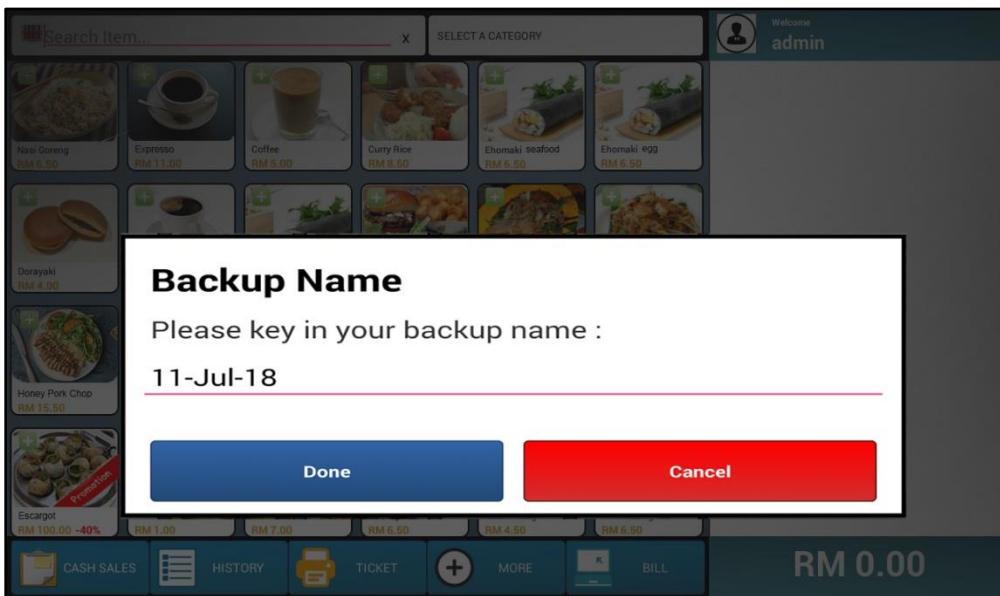
Figure3.15 Table Combine Testing

## Backup

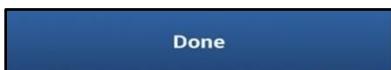
1. Press **Backup button.**



2. Insert the backup file name.



3. Press **Done.**

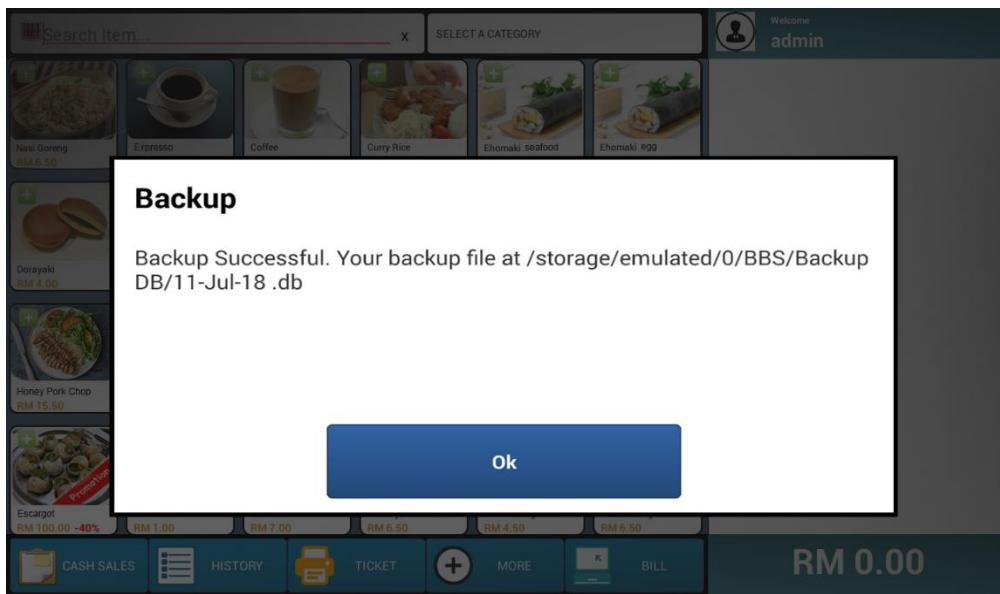


Done

4. Backup file saved.

## Better Business Solution

5. Click **OK**. The location of the backup file is showing.

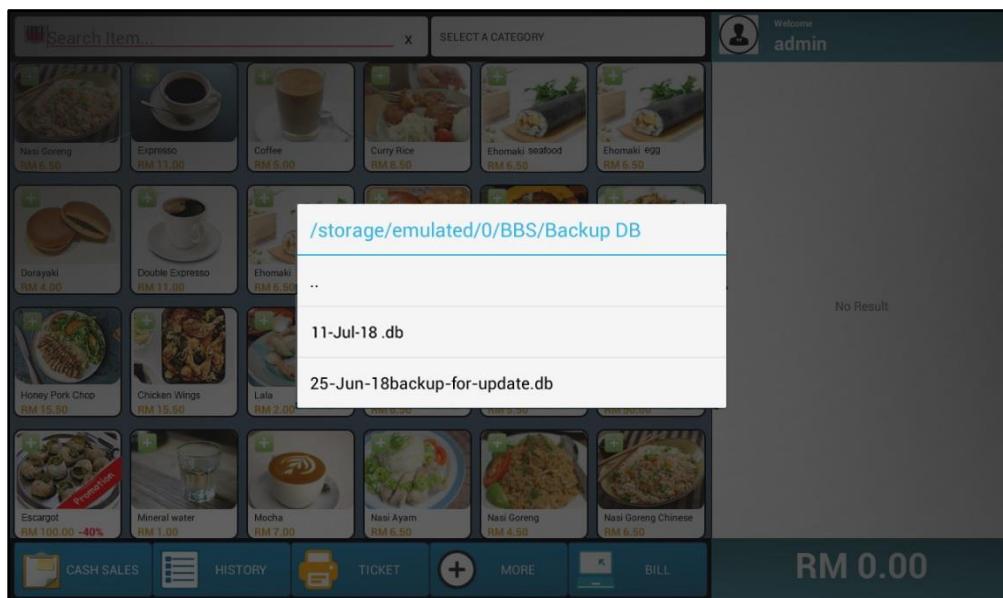


## Restore

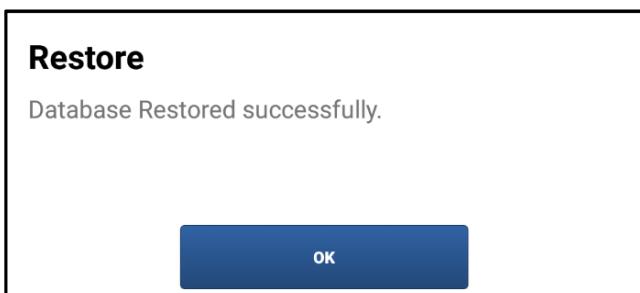
1. To restore the data.
2. Press **Restore button**.



3. Find the backup file saved location.
4. Select the backup file to restore data.



5. Restore done.
6. Click **OK**.



7. Login again.

## Customer

User can manage the customer in BBS2U/Data/Customer Maintenances.

Customer member card can be manage in BBS2U/Data/Member Card Maintenances.

In here, User can manage the customer record. User can **Add New Member**, **Search Member Record** and **Add Member Card**. User can help customer **Reset Member Card Pin Number**.

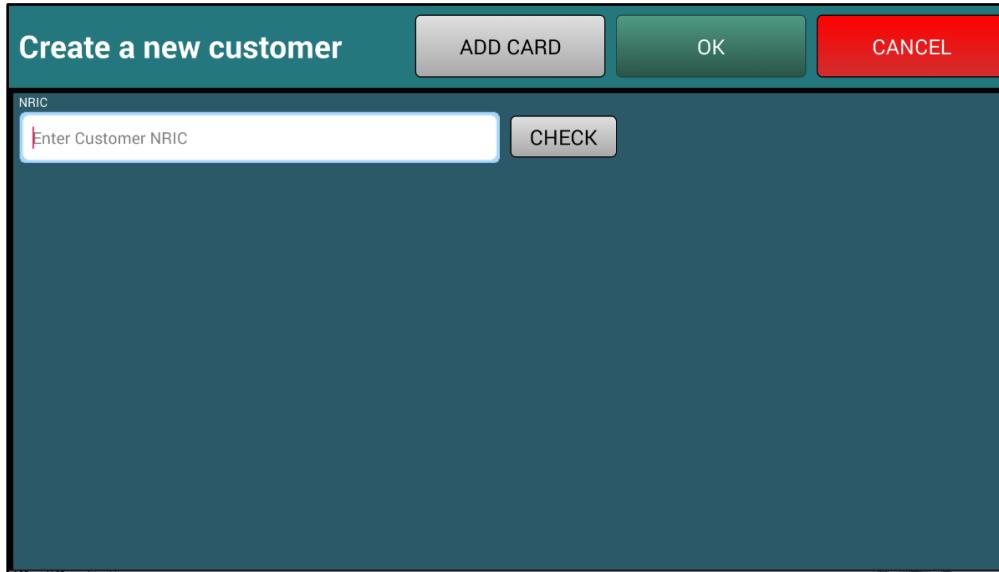


Figure3.16 Customer Features Overview

### Add New Member

1. Press **Customer button.**



2. Figure3.16.1 show the sample of customer NRIC record.

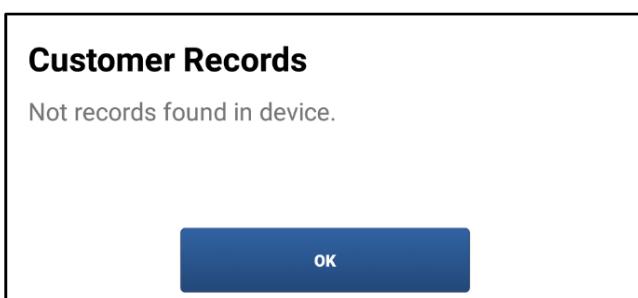
A screenshot of a mobile application interface. At the top, a teal bar contains the title "Create a new customer" and two buttons: "OK" (green) and "CANCEL" (red). Below this is a form field labeled "NRIC" containing the number "990805121234", with a "CHECK" button to its right. The main body of the screen is a large, dark blue rectangular area.

Figure3.16.1 Customer NRIC Record Check Testing

3. In figure3.16.1, insert customer IC Number to search the customer record.
4. In figure 3.16.1, press **Check button.**

**CHECK**

5. The message is show, when customer NRIC record was not found in data.



## Better Business Solution

6. Figure3.16.2 show the sample of member information.

**Create a new customer**

Customer Information		Card Info	
NRIC	990805121234	ADD CARD	OK
Customer Name	Customer A	Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female
Address 1	Customer A address	Contact	Phone No. 012-3456789
Address 2	Enter Customer Address 2	Email	Enter Customer Email
Post Code	Enter Post Code	Race	RACE
State	Enter State	GST No.	GST No.
City	Enter City	Country	MALAYSIA
Remarks	Enter Remarks	Date of Birth	01 JANUARY 1900

**Member Card Info**

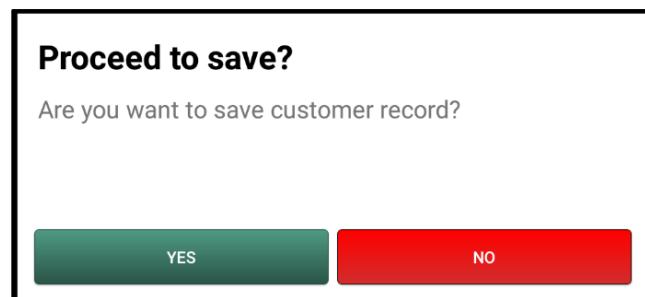
CardNo	Card Name	Expiry	Balance
No Result			

Figure3.16.2 Add New Member Record Testing

7. To add a new member, insert the require information correctly in figure3.16.2.  
8. After entered information, press **OK**.

**OK**

9. Click **YES** to save new record.



10. Customer record Added.

## Better Business Solution

### Search Member Record

1. Press **Customer** button.



2. Figure3.16.3 show the sample of customer NRIC record.

A screenshot of a software application window titled "Create a new customer". The window has a dark teal header bar with "OK" and "CANCEL" buttons. Below the header is a form field labeled "NRIC" containing the number "990805121234". To the right of the input field is a "CHECK" button. The main body of the window is a large, solid dark teal area.

Figure3.16.3 Member NRIC Record Check Testing

3. Insert customer NRIC Number to search customer record in figure3.16.3.
4. After entered NRIC, press **Check** button.

**CHECK**

## Better Business Solution

5. Figure3.16.4 show the sample of member record.

Create a new customer

NRIC  
990805121234

Customer Name  
Customer A

Address 1  
Customer A address

Address 2  
Enter Customer Address 2

Post Code  
Enter Post Code

State  
Enter State

City  
Enter City

Remarks  
Enter Remarks

Gender  
 Male  Female

Contact  
Phone No. 012-3456789

Email  
Enter Customer Email

Race  
RACE

GST No.

Country  
MALAYSIA

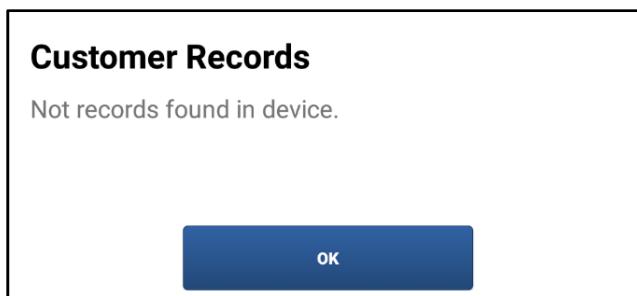
Date of Birth  
01 JANUARY 1900

Member Card Info

CardNo	Card Name	Expiry	Balance
No Result			

Figure3.16.4 Search Member Record Testing

6. Member record found.
7. Member record includes customer information and member card information.
8. Below message is show when customer NRIC not found in data.



9. If customer record not found, see **Add New Member**.

### Add Member Card

1. Press **Customer** button.



2. Figure3.16.5 show the sample customer NRIC record.

A screenshot of a software application window titled "Create a new customer". The window has a dark teal header bar with "OK" and "CANCEL" buttons. Below the header is a form field labeled "NRIC" containing the number "990805121234". To the right of the input field is a "CHECK" button. The main body of the window is a large, solid dark teal area.

Figure3.16.5 Member NRIC Record Check Testing

3. Insert customer NRIC Number to search member record in figure3.16.5.
4. After entered NRIC, press **Check** button.

**CHECK**

## Better Business Solution

5. Figure3.16.6 show the sample of member record.

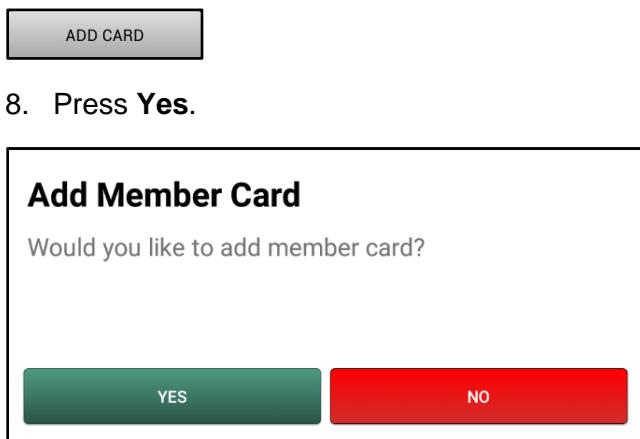
The screenshot shows a mobile application interface titled "Create a new customer". At the top right are three buttons: "ADD CARD" (grey), "OK" (green), and "CANCEL" (red). The main area contains the following fields:

- NRIC: 990805121234, with a "CHECK" button to its right.
- Customer Name: Customer A, with Gender options (Male, Female) below it.
- Address 1: Customer A address, with Contact information (Phone No. 012-3456789) to its right.
- Address 2: Enter Customer Address 2, with Email information to its right.
- Post Code: Enter Post Code, with Race information (RACE) to its right.
- State: Enter State, with GST No. information to its right.
- City: Enter City, with Country information (MALAYSIA) to its right.
- Remarks: Enter Remarks, with Date of Birth information (01 JANUARY 1900) to its right.

Below this section is a header "Member Card Info" followed by a table with columns: CardNo, Card Name, Expiry, and Balance. The table displays the message "No Result".

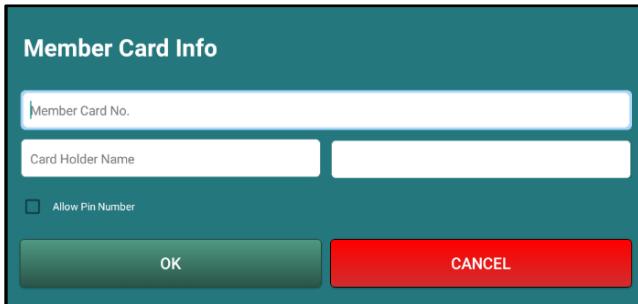
Figure3.16.6 Search Member Record Testing

6. If customer record not found, see **Add New Member**.
7. After member record found, press **ADD CARD**.



## Better Business Solution

9. A window is pop out to requesting member card info.



10. Insert member card information, Card Number, Card Holder Name and Card Expire Date.
11. Tick the box to allow member to enter pin number.
12. Press **OK** to register the member card.
13. Customer member card added.
14. Figure3.16.7 show the sample of member record and added member card record.

A composite screenshot showing two windows. The top window is titled 'Create a new customer' with tabs for 'ADD CARD', 'OK', and 'CANCEL'. It contains fields for NRIC (990805121234), Customer Name (Customer A), Gender (Male selected), Address 1 (Customer A address), Address 2 (Enter Customer Address 2), Post Code (Enter Post Code), State (Enter State), City (Enter City), Remarks (Enter Remarks), and a 'CHECK' button. The bottom window is titled 'Member Card Info' and lists member cards with columns for CardNo, Card Name, Expiry, and Balance. It shows two entries: one for Mr Lee (CardNo 11112) with balance 975.25 and another for Alice Yiew (CardNo 11224) with balance 9.00. Each entry has a 'RESET' button.

Figure3.16.7 Add Member Card Record Testing

## Better Business Solution

### Reset Member Card Pin Number

1. Press **Customer** button.



2. Figure3.16.8 show the sample customer NRIC record.

A screenshot of a mobile application interface. At the top, a teal header bar displays the text "Create a new customer" on the left, and "OK" and "CANCEL" buttons on the right. Below the header is a dark teal content area. In the top-left corner of this area, there is a white input field labeled "NRIC" containing the number "990805121234". To the right of the input field is a grey "CHECK" button. The rest of the content area is blank and dark.

Figure3.16.8 Member NRIC Record Check Testing

3. Insert customer NRIC Number to search member record in figure3.16.8.
4. After entered NRIC, press **Check** button.

**CHECK**

## Better Business Solution

5. Figure3.16.9 show the sample of member and card info

**Create a new customer**

Customer Details		Card Info	
NRIC	990805121234	CHECK	ADD CARD
Customer Name	Customer A	Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female
Address 1	Customer A address	Contact	Phone No. 012-3456789
Address 2	Enter Customer Address 2	Email	Enter Customer Email
Post Code	Enter Post Code	Race	RACE
State	Enter State	GST No.	GST No.
City	Enter City	Country	MALAYSIA
Remarks	Enter Remarks	Date of Birth	01 JANUARY 1900

**Member Card Info**

CardNo	Card Name	Expiry	Balance	Action
11112	Mr Lee	24 September 2020	975.25	RESET
11224	Alice Yiew	30 June 2018	9.00	RESET

Figure3.16.9 Reset Pin Number Testing

6. If customer does not registered member card, see **Add Member Card**.
7. Member Card Info includes Card Number, Card Holder Name, Expiry and Balance.
8. In figure3.16.9 at member card info part, press **RESET** to reset Member Card Pin Number.



## Better Business Solution

9. Insert New Pin Number.

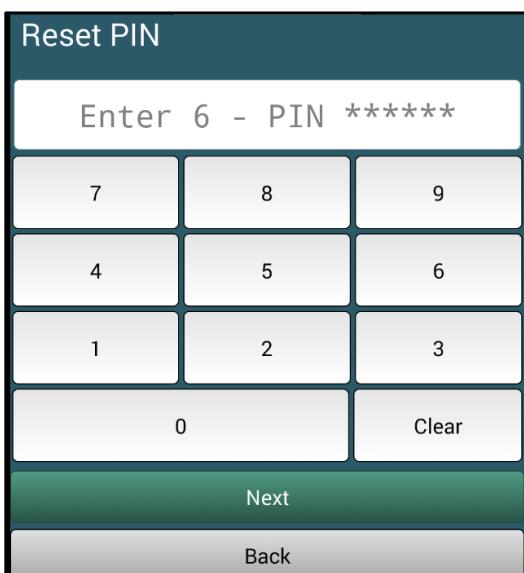
Reset PIN

Enter 6 - PIN \*\*\*\*\*

7	8	9
4	5	6
1	2	3
0	Clear	

Next

Back



10. Insert New Pin Number again to confirm.

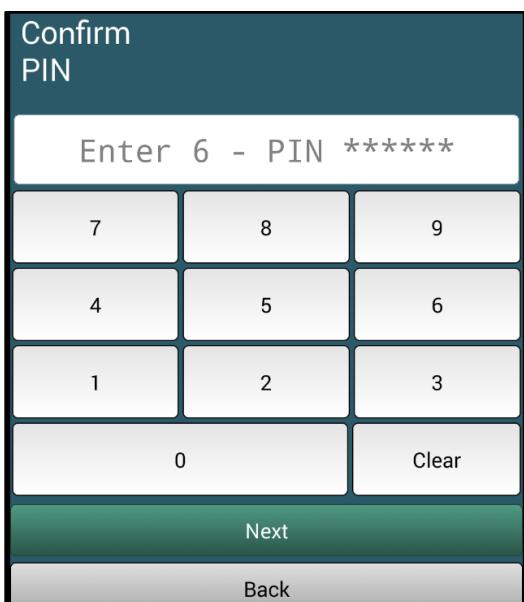
Confirm  
PIN

Enter 6 - PIN \*\*\*\*\*

7	8	9
4	5	6
1	2	3
0	Clear	

Next

Back

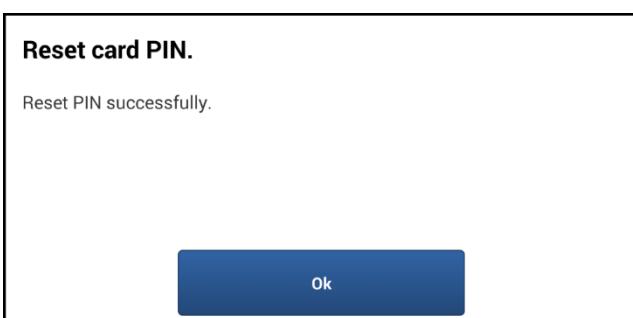


11. Pin Number reset success.

**Reset card PIN.**

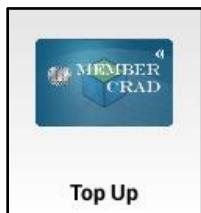
Reset PIN successfully.

Ok



## Top Up

1. Press **Top Up button.**



2. Insert member **Card ID** to search the member card record.

Scan Card ID

DONE

3. Press **Done.**



4. Member NRIC Number checking.



5. Figure3.17 show the sample of member and card info

Customer Name :	Customer A	TOP UP	CANCEL		
Customer IC :	990805121234	Total Credit :	0.00		
Customer Contact :	Contact	Top Up Amount :	0.00		
Card ID :	11224	Balance Credit :	0.00		
Date	Description	Debit (RM)	Credit (RM)	Balance (RM)	Print
00.00      00.00      00.00					

Figure3.17 Top Up Overview

## Better Business Solution

6. In sample figure3.17, member and member card info are showing.
7. In figure3.17, total of debit, credit and balance are calculated and shown at down side.
8. In figure3.17, enter Top Up amount.

Top Up Amount :	<input type="text" value="9"/>
-----------------	--------------------------------

9. Press **TOP UP**.



10. Press **Yes**.



11. Top Up Record saved.

Customer Name :	Customer A	TOP UP	CANCEL		
Customer IC :	1111	Total Credit :	9.00		
Customer Contact :	Contact	Top Up Amount :	9		
Card ID :	11224	Balance Credit :	18.00		
Date	Description	Debit (RM)	Credit (RM)	Balance	Print
2018-06-20 4:22 PM	1-9481375832	9.00	0.00	9.00	PRINT

loading

Records info save successful

## Better Business Solution

12. Figure3.18 show the sample of Member Card Top Up record.

Customer Name :	Customer A	TOP UP	CANCEL		
Customer IC :	990805121234	Total Credit :	18.00		
Customer Contact :	Contact	Top Up Amount :	0.00		
Card ID :	11224	Balance Credit :	0.00		
Date	Description	Debit (RM)	Credit (RM)	Balance (RM)	Print
2018-06-20 4:22 PM	1-9481375832	9.00	0.00	9.00	PRINT
2018-07-11 5:04 PM	1-1298349559	9.00	0.00	18.00	PRINT
		18.00	00.00	18.00	

Figure3.18 Member Card Top Up Record Testing

13. Top Up Amount added success.
14. Top Up record added.
15. Total credit in member card increase
16. Balance amount in member card is calculated and show.

### Print Top Up Record Report

1. Select print record and press **PRINT** button.



2. Below is the sample of Top Up Slip.

Green Matrix Solution Sdn. Bhd. No 3, Jalan PJU 3/40,Sunway Damansara Industrial Park,47180 Petaling Jaya, Selangor TEL :0378859211 / Fax :0378858109 Email :contact@greenmatrixsolution.com WWW.GMS.COM	
TOP UP SLIP	
Transaction ID : 1-9481375832 Date : 20-06-2018 Time : 16:22 Cashier : admin Branch : HQ Customer ID : 1-170803234940 Customer Name : Customer A	
Previous	RM 0.00
Top Up	RM 9.00
Balance	RM 9.00

## Discount

- Figure3.19 show the sample of non-discount transaction.

SELECT A CATEGORY	
	Ehomaki Ehomaki egg Price : RM6.50 Qty : 1
	Rice Curry Rice Price : RM8.50 Qty : 1
<b>RM 15.00</b>	

Figure3.19 Non-Discount Transaction Testing

- Press **Discount** button.



- Insert discount rate.

- Press **Done**.

## Better Business Solution

5. Figure3.20 show the sample of discounted item price.

The screenshot shows a POS system interface. On the left is a grid of food and drink items with their names and prices. On the right is a summary table for a customer named 'admin'.

Search Item...		SELECT A CATEGORY				Welcome admin	
Nasi Goreng RM 6.50	Expresso RM 11.00	Coffee RM 5.00	Curry Rice RM 6.50	Ehomaki seafood RM 6.50	Ehomaki egg RM 6.50	Ehomaki Ehomaki egg Price : RM5.85 -10% 1 Qty : 1	
Dorayaki RM 4.00	Double Espresso RM 11.00	Ehomaki vegetable RM 6.50	Lamp Burger RM 10.00	Kangkong Sotong RM 12.00	Khew Tiao RM 4.00	Rice Curry Rice Price : RM7.65 -10% 1 Qty : 1	
Honey Pork Chop RM 15.50	Chicken Wings RM 15.50	Lala RM 2.00	Latte RM 6.50	Mee Rebus RM 5.50	Merchant 1 RM 50.00		
Escargot RM 100.00 -40%	Mineral water RM 1.00	Mocha RM 7.00	Nasi Ayam RM 6.50	Nasi Goreng RM 4.50	Nasi Goreng Chinese RM 6.50		

At the bottom right, it says **RM 13.50**.

Navigation icons at the bottom include: TABLE E 12, HISTORY, TICKET, MORE, and BILL.

Figure3.20 Discount Rate Transaction Testing

6. In figure3.20, all the transaction item was deducted 10% discount.
7. The discount rate is for specify table customer transaction only.
8. User can use the discount rate for offering customer.

## Service Charge

- Figure3.21 show the sample of non-service tax transaction.

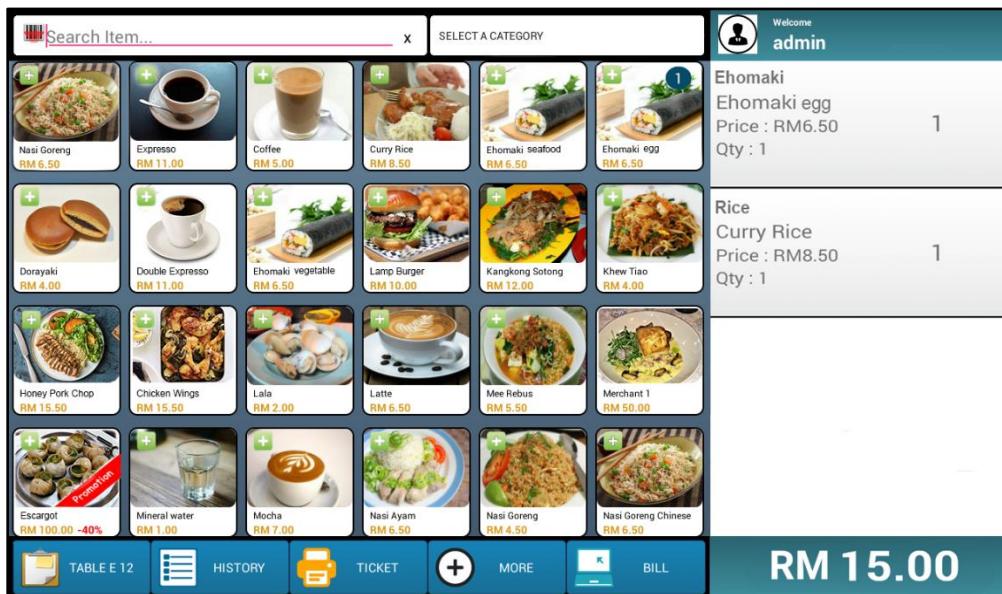


Figure3.21 Non-Service Charge Transaction Testing

- Press **Serv.Chrge** button.



- Insert service charge rate.

	Service Rate
10	
DONE	

- Press **DONE**.

DONE
------

## Better Business Solution

5. Figure3.22 show the sample of included service tax transaction.

Search Item...		SELECT A CATEGORY		Welcome admin	
	Nasi Goreng RM 6.50		Expresso RM 11.00		Coffee RM 5.00
	Curry Rice RM 8.50		Ehomaki seafood RM 6.50		Ehomaki egg RM 6.50
	Dorayaki RM 4.00		Double Espresso RM 11.00		Ehomaki vegetable RM 6.50
	Lamb Burger RM 10.00		Kangkong Sotong RM 12.00		Khew Tiao RM 4.00
	Honey Pork Chop RM 15.50		Chicken Wings RM 15.50		Latte RM 2.00
	Escargot RM 100.00 -40% Promotion!		Mineral water RM 1.00		Mocha RM 7.00
	Nasi Ayam RM 6.50		Nasi Goreng RM 4.50		Nasi Goreng Chinese RM 6.50
				Ehomaki Ehomaki egg Price : RM6.50 Qty : 1	
				Rice Curry Rice Price : RM8.50 Qty : 1	
				Serv.Chrg      RM 1.50	
				<b>RM 16.50</b>	
	TABLE E 12		HISTORY		TICKET
	MORE		BILL		

Figure3.22 Service Charge Transaction Testing

6. In figure3.22, the total amount was included 10% service charge.
7. The service charge is for specify table customer transaction only.
8. User can include consistency service charge in all transaction at More/Setting/General Setting.

## System Log

1. System Log record the logged events when user is using BBS.
2. Press **System Log button**.



3. Figure3.23 show the sample logging record in system log.

### System Log

[2018-06-28 08:38 AM] IOException : failed to connect to /192.168.1.82 (port 6000) after 3000ms: isConnected failed:  
EHOSTUNREACH (No route to host)

[2018-06-28 08:38 AM] IOException : failed to connect to /192.168.1.82 (port 6000) after 3000ms: isConnected failed:  
EHOSTUNREACH (No route to host)

[2018-06-28 08:38 AM] Failed to open port : bind failed: EADDRINUSE (Address already in use)

[2018-06-28 08:38 AM] Failed to open port : java.net.BindException: bind failed: EADDRINUSE (Address already in use)

[2018-06-28 08:38 AM] IOException : failed to connect to /192.168.1.82 (port 6000) after 3000ms: isConnected failed:  
EHOSTUNREACH (No route to host)

[2018-06-28 08:39 AM] Failed to open port : java.net.BindException: bind failed: EADDRINUSE (Address already in use)

[2018-06-28 08:39 AM] Failed to open port : bind failed: EADDRINUSE (Address already in use)

[2018-06-28 08:49 AM] Error Setting Record : Setting ID 731 "Index was out of range. Must be non-negative and less than the  
size of the collection.\u000d\u000aParameter name: index"

[2018-06-28 08:49 AM] Error Setting Record : Setting ID 732 "Index was out of range. Must be non-negative and less than the  
size of the collection.\u000d\u000aParameter name: index"

[2018-06-28 08:49 AM] Error Setting Record : Setting ID 733 "Index was out of range. Must be non-negative and less than the  
size of the collection.\u000d\u000aParameter name: index"

Figure3.23 System Logging Message Testing

4. In figure3.23 is showing the date, time and logging events records.

## Resync Data

1. Before process to Resync Data, all data must be clear.
2. Table, local table must be in no active status (green color).

### Remain Data

Table 08, 10, 04 is active. All local table must be not active

Ok

3. Order item must be clear.

### Remain Data

Table item must be all clear.

Ok

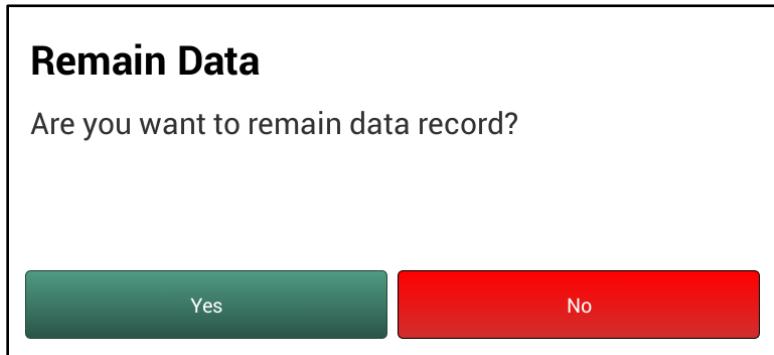
4. Press Resync Data button.



Resync Data

## Better Business Solution

5. Click **Yes**.



6. Checking and resync.



7. Resync data success.

8. Login again.

## Client Station

### Print Slip

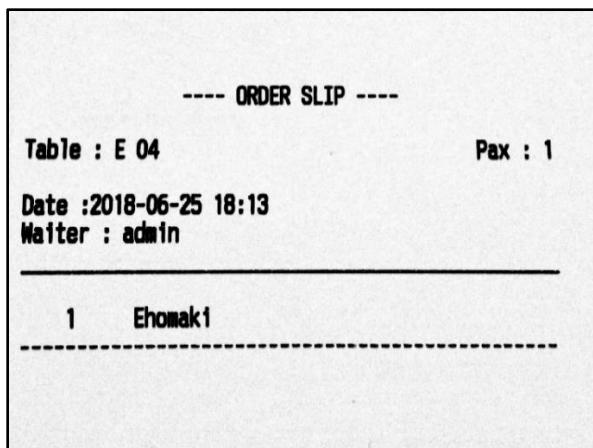
1. User can reprint the customer order slip.
2. Press **Print Slip button.**



3. Press **Yes**.



4. Slip printed.
5. Below is the sample printed Slip.



## Open Drawer

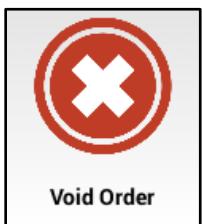
1. User can open cash drawer.
2. Press **Open Drawer button**.



3. Cash Drawer opened.
4. Cash drawer history is recorded.
5. Cash Drawer History Report is show in BBS2U/Data/Cash Drawer History Report.

## Void Order

1. User can void an order.
2. Press **Void Order button**.



3. Select or insert the reason of cancel order.

Please select a reason

Customer Avoid Pay Bill	( <input type="button" value="-"/> )
Wrongly Key In	( <input type="button" value="-"/> )
Customer Cancel Order	( <input type="button" value="-"/> )
Others	( <input type="button" value="-"/> )

Other reason please specify

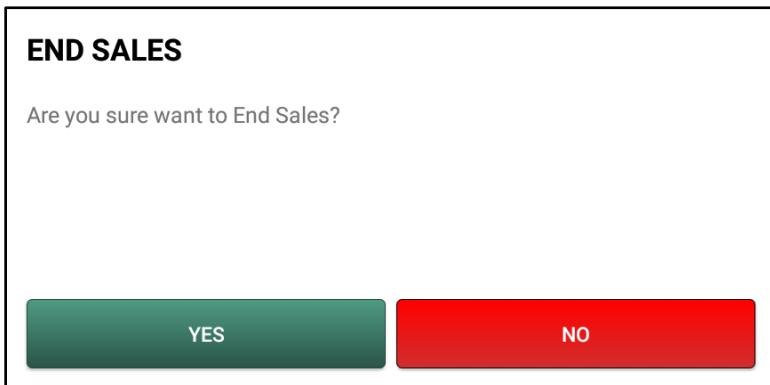
4. Press **OK**.
5. Transaction cancelled, and table color change to green.

## End Sales

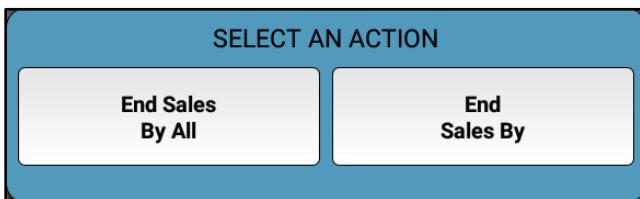
1. User can print out the daily sales report and upload the daily transaction data.
2. Press **End Sales button**.



3. Press **OK**.



4. Select an action.



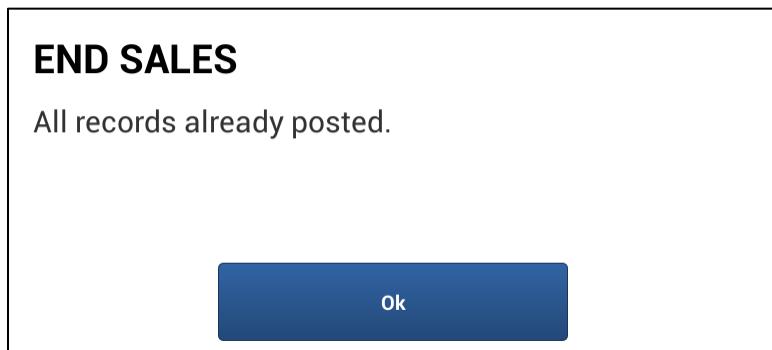
5. Daily Cash Count Summary Report and Cash Count Item Report printing.

## Better Business Solution

6. Below is the sample printed Cash Count Summary Report.

Green Matrix Solution Sdn. Bhd.	
<b>Cash Count Summary</b>	
Date : 29-Jun-2018	
Time : 17:58	
Cashier : admin	
Branch : HQ	
Reference : 180629175838-000001	
Last Reference : -	
Total Cash Sales	83.60
Balance :	83.60
Non Cash :	0.00
Net Sales:	82.50
Discount :	6.50
Service Charge :	7.60
Rounding :	0.00
Gross Sales:	83.60
GST:	0.00
Sales Aft GST :	83.60
Total Void Transaction :	1
Total Void Transaction Amount :	13.20
Confirmed By	

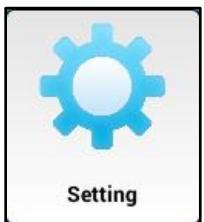
7. Press **OK**.



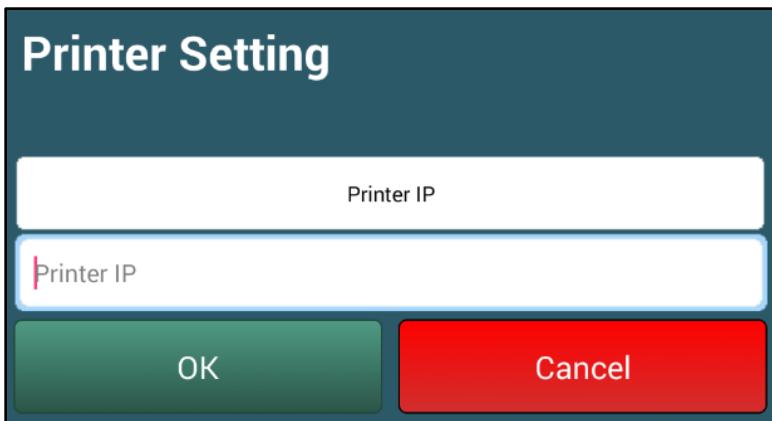
8. Daily transaction report uploaded to BBS2U.

**Setting**

1. Press **Setting**.



2. Insert **Printer IP** and press **OK**.



## Discount

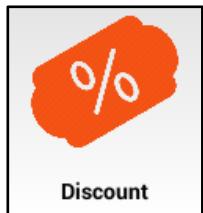
- Figure3.24 show the sample of non-discount transaction.

Search Item...		SELECT A CATEGORY		Welcome admin	
	Nasi Goreng RM 6.50		Espresso RM 11.00		Coffee RM 5.00
	Curry Rice RM 8.50		Ehomaki seafood RM 6.50		Ehomaki egg RM 6.50
	Dorayaki RM 4.00		Double Espresso RM 11.00		Ehomaki vegetable RM 6.50
	Lamb Burger RM 10.00		Kangkong Sotong RM 12.00		Khew Tiao RM 4.00
	Honey Pork Chop RM 15.50		Chicken Wings RM 15.50		Lala RM 2.00
	Latte RM 6.50		Mee Rebus RM 5.50		Merchant 1 RM 50.00
	Escargot RM 100.00 -40%		Mineral water RM 1.00		Mocha RM 7.00
	Nasi Ayam RM 6.50		Nasi Goreng RM 4.50		Nasi Goreng Chinese RM 6.50

TABLE E 12    HISTORY    TICKET    + MORE    - BILL    RM 15.00

Figure3.24 Non-Discount Transaction Testing

- Press **Discount button**.



- Insert discount rate.

Discount

10

DONE

- Press **Done**.

DONE

5. Figure3.25 show the sample of discounted item price.

The screenshot shows a POS interface with a search bar at the top left. Below the search bar is a grid of food and drink items with their names and prices. To the right of the grid is a sidebar for the user 'admin'. The sidebar displays two items with discounts applied:

- Ehomaki**: Ehomaki egg, Price: RM5.85 -10%, Qty: 1
- Rice**: Curry Rice, Price: RM7.65 -10%, Qty: 1

The total amount shown on the right is **RM 13.50**.

Search Item...		SELECT A CATEGORY						Welcome admin	
Nasi Goreng RM 6.50	Expresso RM 11.00	Coffee RM 5.00	Curry Rice RM 6.50	Ehomaki seafood RM 6.50	Ehomaki egg RM 6.50			Ehomaki	Ehomaki egg Price : RM5.85 -10% 1
Dorayaki RM 4.00	Double Expresso RM 11.00	Ehomaki vegetable RM 6.50	Lamp Burger RM 10.00	Kangkong Sotong RM 12.00	Khew Tiao RM 4.00			Rice	Curry Rice Price : RM7.65 -10% 1
Honey Pork Chop RM 15.50	Chicken Wings RM 15.50	Lala RM 2.00	Latte RM 6.50	Mee Rebus RM 5.50	Merchant 1 RM 50.00				
Escargot RM 100.00 -40%	Mineral water RM 1.00	Mocha RM 7.00	Nasi Ayam RM 6.50	Nasi Goreng RM 4.50	Nasi Goreng Chinese RM 6.50				
<b>TABLE E 12</b>		<b>HISTORY</b>	<b>TICKET</b>	<b>+</b>	<b>MORE</b>	<b>-</b>	<b>BILL</b>	<b>RM 13.50</b>	

Figure3.25 Discount Rate Transaction Testing

- In figure3.25, all the transaction item was deducted 10% discount.
- The discount rate is for specify table customer transaction only.
- User can use the discount rate for offering customer.

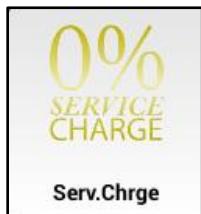
## Service Charge

- Figure3.26 show the sample of non-service tax transaction.

SELECT A CATEGORY			
	Welcome admin		
Ehomaki			
Ehomaki egg			
Price : RM6.50	1		
Qty : 1			
Rice			
Curry Rice			
Price : RM8.50	1		
Qty : 1			
<b>RM 15.00</b>			

Figure3.26 Non-Service Charge Transaction Testing

- Press **Serv.Chrge** button.



- Insert service charge rate.

- Press **Done**.



## Better Business Solution

5. Figure3.27 show the sample of included service tax transaction.

Search Item...		SELECT A CATEGORY		Welcome admin								
	Nasi Goreng RM 6.50		Expresso RM 11.00		Coffee RM 5.00		Curry Rice RM 8.50		Ehomaki seafood RM 6.50		Ehomaki egg RM 6.50	1
	Dorayaki RM 4.00		Double Espresso RM 11.00		Ehomaki vegetable RM 6.50		Lamb Burger RM 10.00		Kangkong Sotong RM 12.00		Khew Tiao RM 4.00	1
	Honey Pork Chop RM 15.50		Chicken Wings RM 15.50		Latte RM 2.00		Mee Rebus RM 5.50		Merchant 1 RM 50.00			
	Escargot RM 100.00 -40% Promotional		Mineral water RM 1.00		Mocha RM 7.00		Nasi Ayam RM 6.50		Nasi Goreng RM 4.50		Nasi Goreng Chinese RM 6.50	
TABLE E 12		HISTORY		TICKET		MORE		BILL		Serv.Chrg RM 1.50		<b>RM 16.50</b>

Figure3.27 Service Charge Transaction Testing

6. In figure3.27, the total amount was included 10% service charge.
7. The service charge is for specify table customer transaction only.
8. User can include consistency service charge in all transaction at More/Setting/General Setting.

## Bill

In this module, user can view the order item record of the table and make the payment bill. Customer can **Split Bill** while make payment. User can get or give invoice or individual invoice to customer as a receipt when they make payment.

1. Press **BILL** button.



2. Figure3.28 show the sample billing page.

2 ITEM(S)		Customer INFO		
<b>SEAFOOD SOTONG</b> Kangkong Sotong Price : RM24.00 Qty : 2		Scan Card ID  Enter Reference		
<b>NASI GORENG</b> Nasi Goreng Price : RM4.50 Qty : 1 1. Pedas		<b>Voucher INFO</b> Voucher No		
<b>CASH</b>				
7      8      9 4      5      6 1      2      3 CLEAR      0      .				
Serv.Chrg <b>RM 31.35</b> CARD CHARGE : RM 0.00		AMOUNT DUE : <b>RM 31.35</b> PAID : RM 0.00 Voucher : RM 0.00 BALC : RM 0.00		
		PRINT	SPLIT	CANCEL

Figure3.28 Bill

3. Enter **Customer INFO** if the customer had member card.
4. Enter **Voucher INFO** if have any.
5. Select **Payment Method**.
6. Enter **Paid Amount**.
7. Press **PRINT** to pay the bill.

**PRINT**

8. Press **SPLIT** to split up the bill.

**PRINT**

## Better Business Solution

9. **Cancel** to cancel.

CANCEL

## Print Bill

1. Press Print.

PRINT

2. Item(s) pay in once.
3. **Due Amount**, **Paid Amount** and **Balance** had calculated and recorded.
4. Invoice receipt printed.

**Receipt No : RCP/1/2237552/000003**

DUE AMOUNT (RM)	:	31.35
PAID AMOUNT (RM)	:	31.35
BALANCE (RM)	:	0.00

Ok

5. Below is the sample invoice receipt.

Green Matrix Solution Sdn. Bhd.  
No 3, Jalan PJU 3/40,Sunway Damansara Industrial Park,47180 Petaling Jaya, Selangor  
TEL :0378859211 / Fax :0378858109  
Email :contact@greenmatrixsolution.com  
WWW.QMIS.COM

TAX INVOICE

Invoice No : RCP/1/5634095/000439  
Date :2018-07-13 12:56  
Cashier : admin Pax :1  
Waiter : admin

Item Description	Qty	Dis.	RW	TAX
Kangkong Sotong	2	0%	24.00	
Nasi Goreng	1	0%	4.50	
1. Pedas				

SUB TOTAL : 28.50  
Serv.Chrg(10%) : 2.85

---

TOTAL(RM) : 31.35  
CASH (RM) : 31.35  
BALANCE(RM) : 0.00

Thank you. Please come again

## Split Bill

1. Click **Split**.
2. Figure3.28.1 show the sample split bill

2 ITEM(S)		Customer INFO														
<b>SEAFOOD SOTONG</b> Kangkong Sotong Price : RM24.00 Qty : 2		<input type="checkbox"/> Scan Card ID <input type="text"/> Enter Reference														
<b>NASI GORENG</b> Nasi Goreng Price : RM4.50 Qty : 1 <b>1. Pedas</b>		<b>Voucher INFO</b> <input type="text"/> Voucher No <span style="float: right;">←</span> <b>CASH</b> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; text-align: center;"> <tr><td>7</td><td>8</td><td>9</td></tr> <tr><td>4</td><td>5</td><td>6</td></tr> <tr><td>1</td><td>2</td><td>3</td></tr> <tr><td colspan="2">CLEAR</td><td>0</td></tr> </table>			7	8	9	4	5	6	1	2	3	CLEAR		0
7	8	9														
4	5	6														
1	2	3														
CLEAR		0														
<b>Serv.Chrge</b> <span style="float: right;"><b>RM 0.45</b></span> <b>AMOUNT DUE</b> <span style="float: right;"><b>PAID : RM 4.95</b></span> <b>RM 4.95</b> <span style="float: right;"><b>Voucher : RM 0.00</b></span> <b>CARD CHARGE : RM 0.00</b> <span style="float: right;"><b>BALC : RM 0.00</b></span>		<span style="float: left; padding-right: 10px;">PRINT</span> <span style="float: left; padding-right: 10px;">SPLIT</span> <span style="float: left;">CANCEL</span>														

Figure3.28.1 Split Bill Testing

3. In figure3.28.1, select the split-out item(s).
4. Press **PRINT**.

**PRINT**

5. Press **Yes**.



6. Press OK.

**Receipt No : RCP/1/2513388/000001**

DUE AMOUNT (RM)	:	4.95
PAID AMOUNT (RM)	:	4.95
BALANCE (RM)	:	0.00

**Ok**

7. Below is sample invoice receipt.

Green Matrix Solution Sdn. Bhd. No 3, Jalan PJU 3/40, Sunway Damansara Industrial Park, 47180 Petaling Jaya, Selangor TEL :0378859211 / Fax :0378859109 Email : <a href="mailto:contact@greenmatrixsolution.com">contact@greenmatrixsolution.com</a> <a href="http://www.gms.com">www.gms.com</a>				
<b>TAX INVOICE</b>				
Invoice No : RCP/1/5756360/000441 Date :2018-07-13 12:57 Cashier : admin Pax :1 Waiter : admin				
Item Description	Qty	Dis.	RM	TAX
Nasi Goreng 1. Pedas	1	0%	4.50	
SUB TOTAL :			4.50	
Serv.Chrg(10%) :			0.45	
<hr/>				
TOTAL(RM) :			4.95	
CASH (RM) :			4.95	
BALANCE(RM) :			0.00	
<hr/> Thank you. Please come again				

## Better Business Solution

8. Figure3.28.2 show the sample after spilt bill.

2 ITEM(S)		Customer INFO		
SEAFOOD SOTONG Kangkong Sotong Price : RM24.00 Qty : 2		Scan Card ID		
		Enter Reference		
		Voucher INFO		
		Voucher No	↔	
		CASH		
		7	8	9
		4	5	6
		1	2	3
		CLEAR	0	.
Serv.Chrge <b>RM 26.40</b> CARD CHARGE : RM 0.00		RM 2.40		
AMOUNT DUE <b>RM 26.40</b>		PAID : Voucher : BALC :	RM 26.40 RM 0.00 RM 0.00	
			PRINT	SPLIT
				CANCEL

Figure3.28.2 Split Bill Sample

9. In figure3.28.2 shown, paid item(s) is removed from the bill.  
10. The amount due will re-calculate after customer paid.  
11. **Due Amount, Paid Amount and Balance** had calculated and recorded.

## Chapter 4: Order Item Option

- Figure4.1 show a sample of table transaction.

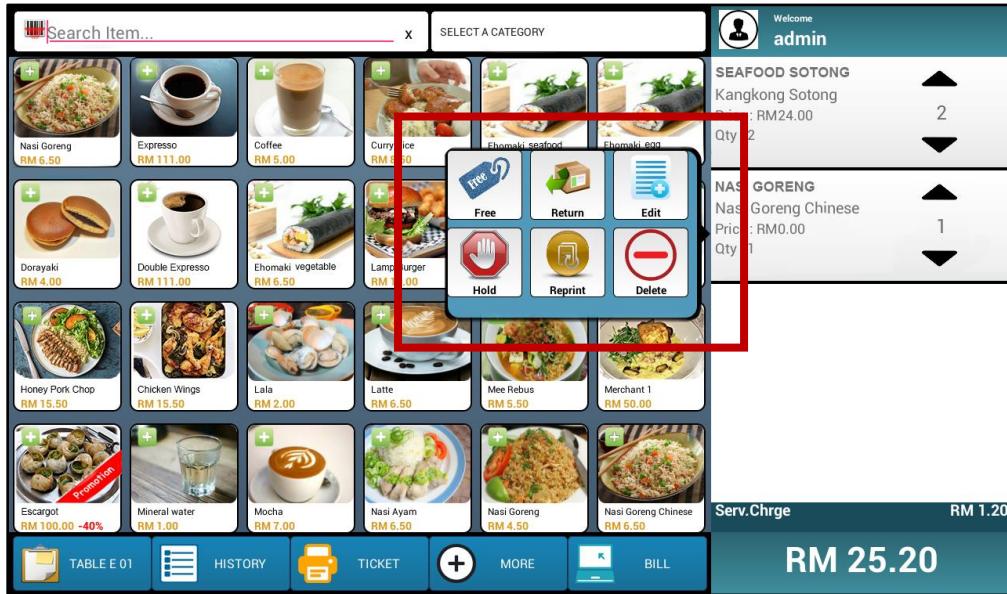


Figure4.1 Order Transaction

- Press the order list item for Extra Option Table.
- Option in order item:

- **Free**
- **Return**
- **Edit**
- **Hold**
- **Reprint**
- **Delete**

## Free

The specify item price will 100% deduct from the total bill.

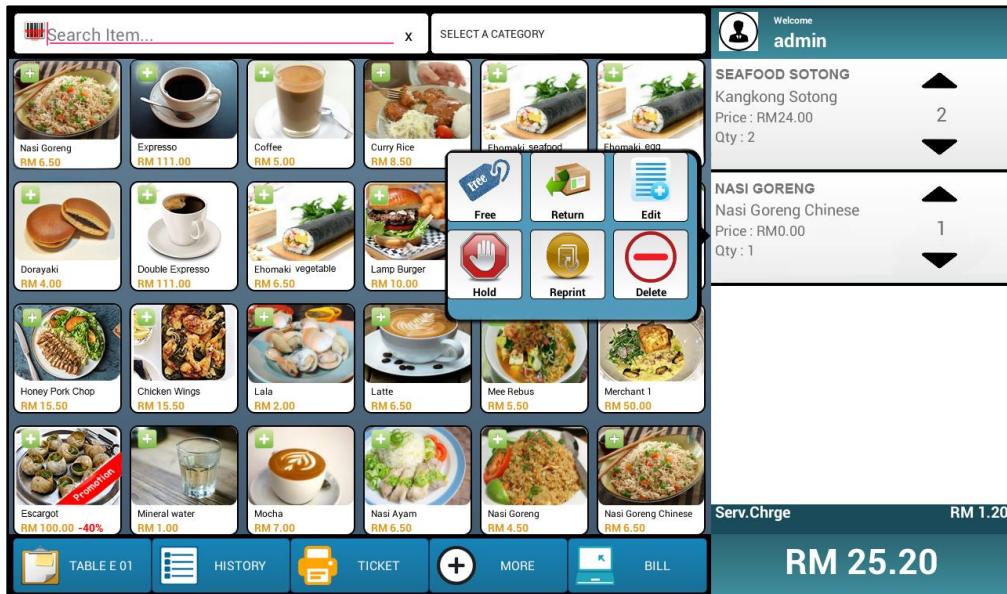


Figure4.2 Free Order Item Testing

1. In figure4.2, select an order item and press on it.
2. In **Extra Option Table**, press **Free**.
3. Figure4.3 show a sample of free item.

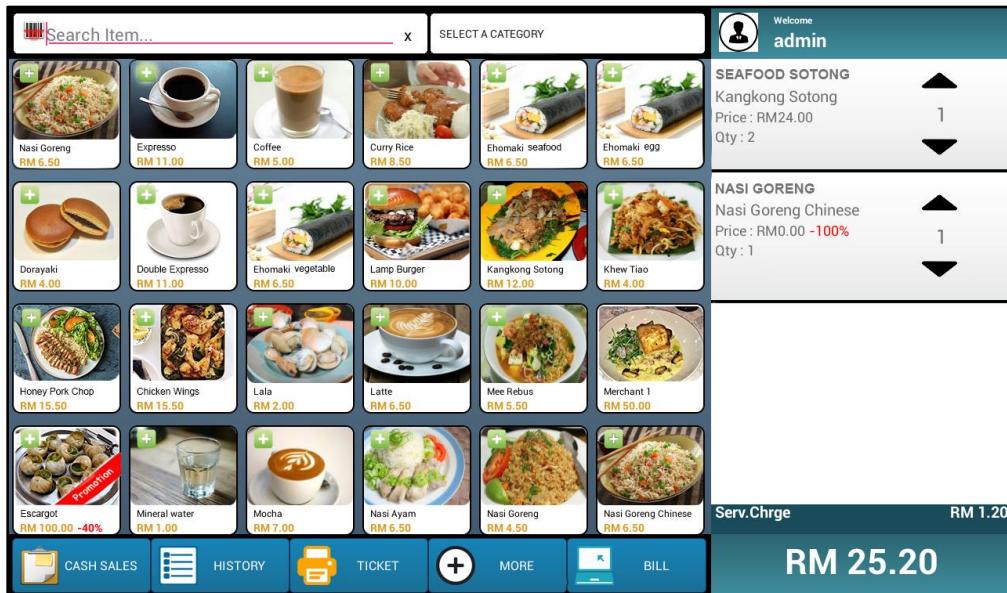


Figure4.3 Free Order Item Testing

4. The selected item is 100% discounted.
5. The total amount of the bill has been deducted.

## Return

Customer can return the ordered item. The item quantity will be record when customer return it.

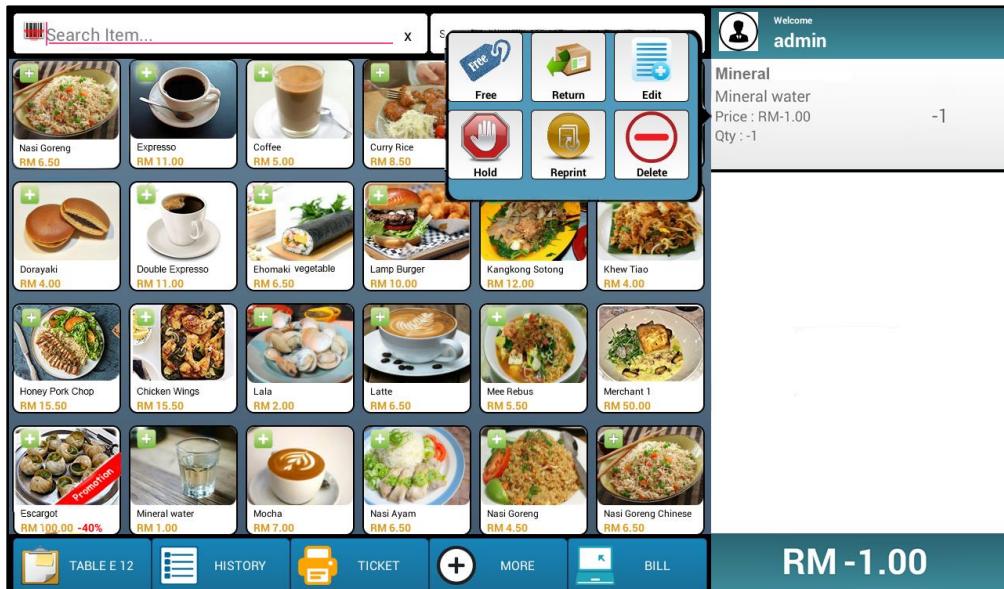


Figure4.4 Return Order Item Testing

1. In figure4.4, select an order item and press on it.
2. In **Extra Option Table**, press **Return**.

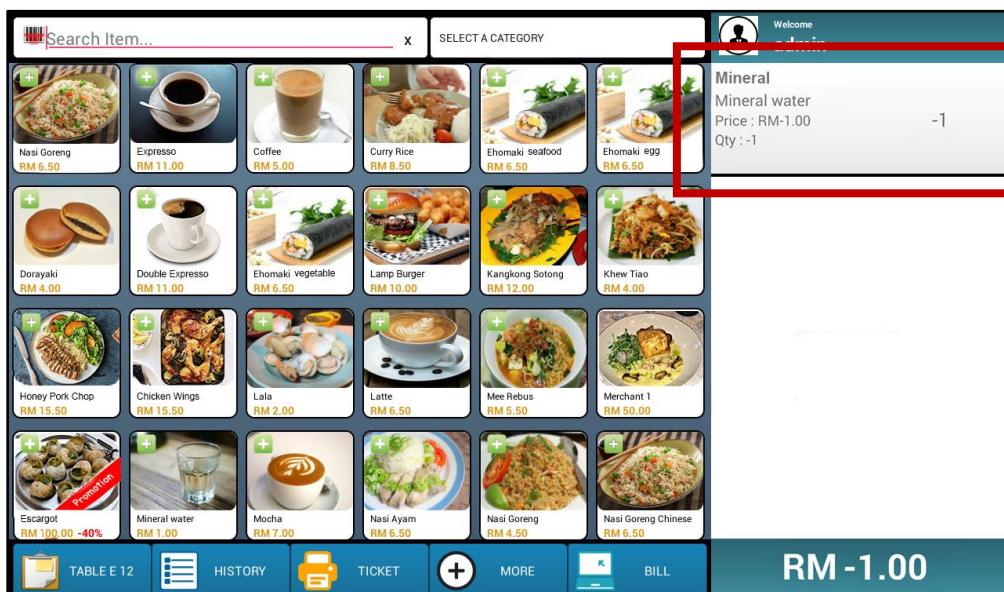


Figure4.5 Return Order Item Testing

3. In figure4.5, the quantity of the item became negative.
4. In figure4.5, the total amount of the bill deducted the return item price.

## Edit

Two methods to edit the details of the item or add sub item to the item:

1. User can press the “+” symbol on top left of the item.
2. Or user can press the order item and press **Edit**.



Figure4.6 Edit Order Item Testing

3. In figure4.6, select an order item and press on it.
4. In figure4.6 **Extra Option Table**, press **Edit**.

## Edit Item

- Figure4.6.1 show a sample of item.

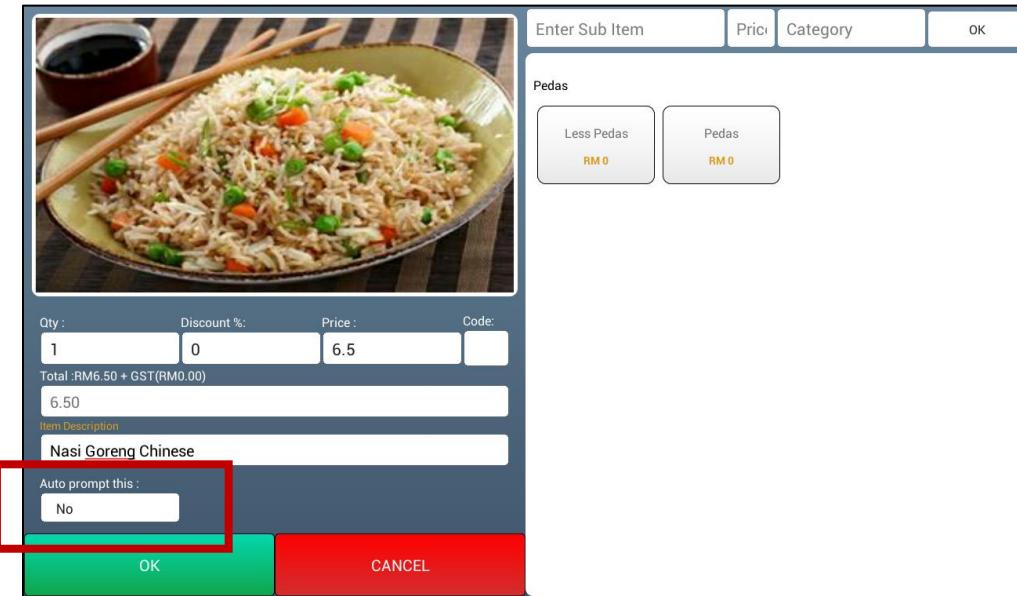


Figure4.6.1 Edit Item Testing

- In figure4.6.1, user can edit the Quantity, Promotion, Price, Code, Total Price of Item and Item Description.
- In figure4.6.1, change **Auto Prompt** to **ON** to pop up the item.
- In figure4.5.1, press **OK** to save the item setting.

**Note : Auto Prompt setting only available in Server.**

## Better Business Solution

### Add New Sub Item

1. New sub-item can be added in figure4.6.1.
2. Complete required field and press **OK**.

Enter Sub Item	Price	Category	OK
----------------	-------	----------	----

3. Sub-item added.
4. Figure4.6.2 below is a sample item of sub-item.

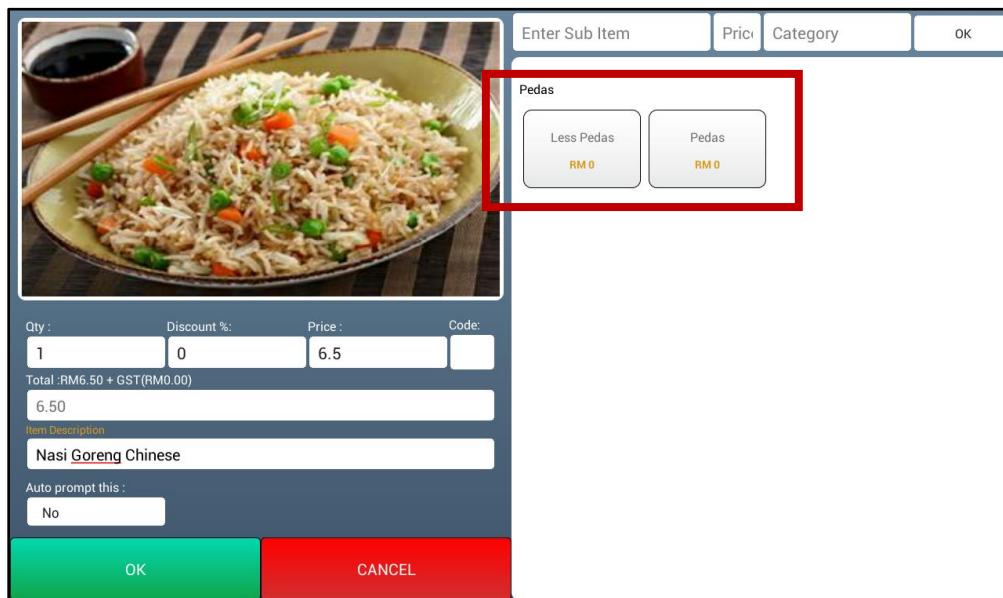


Figure4.6.2 Sub-Item Testing

5. In figure4.6.2, sub-item is shown with different label of category.
6. In figure4.6.2, select the sub-item.
7. Added sub-item have a caption on the order item.
8. The caption is shown in ticket slip, bill and invoice slip.
9. Below is a sample that show in order list.

<b>SEAFOOD SOTONG</b>	▲
Kangkong Sotong	2
Price : RM24.00	▼
Qty : 2	
<b>NASI GORENG</b>	▲
Nasi Goreng Chinese	1
Price : RM6.50	▼
Qty : 1	
1. Pedas	▼

## Hold

User is able hold the order. The hold on item is excluded when user print the order ticket.

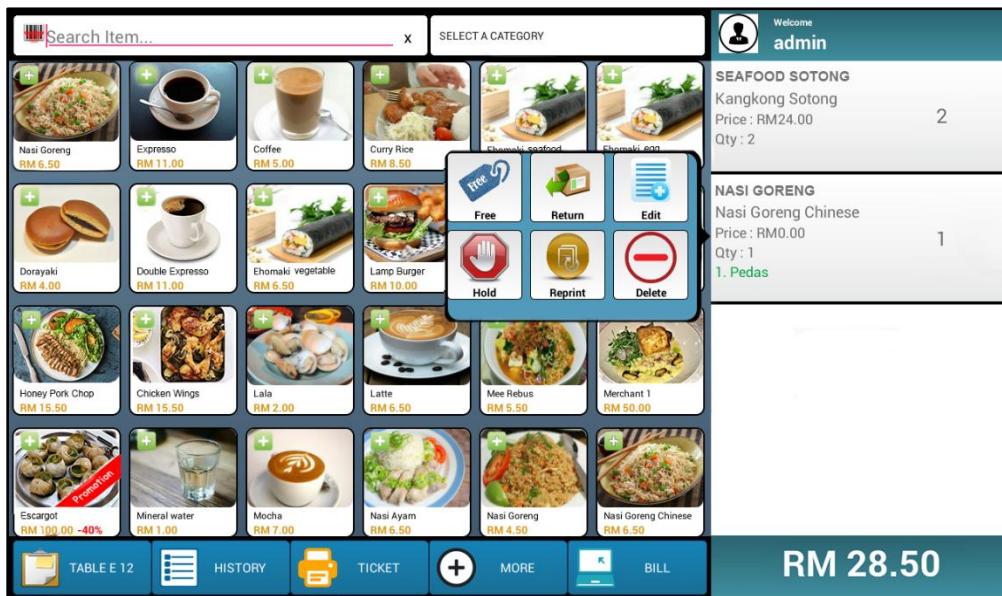


Figure4.7 Hold Order Item Testing

1. In figure4.7, select an order item and press on it.
2. In figure4.7, **Extra Option Table**, press **Hold**.
3. Figure4.8 show the sample of holding item.

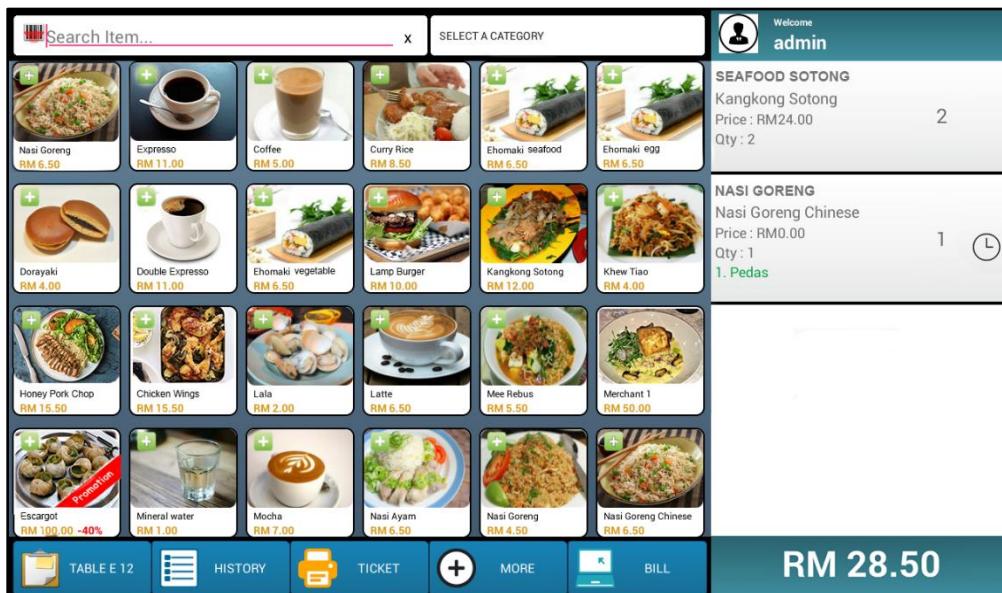


Figure4.8 Hold Order Item Testing

4. Holding item will have a **Small Clock icon**.
5. Holding item will not print when user print ticket slip.
6. To cancel the holding, repeat the steps.

## Reprint Item

User can reprint the specify order item.



Figure4.9 Reprint Order Item Testing

1. In figure4.8, select an order item and press on it.
2. In figure4.8, **Extra Option Table**, press **Reprint**.
3. Specify selected item ticket is reprinted.

## Delete

User can cancel the customer(s) order item.

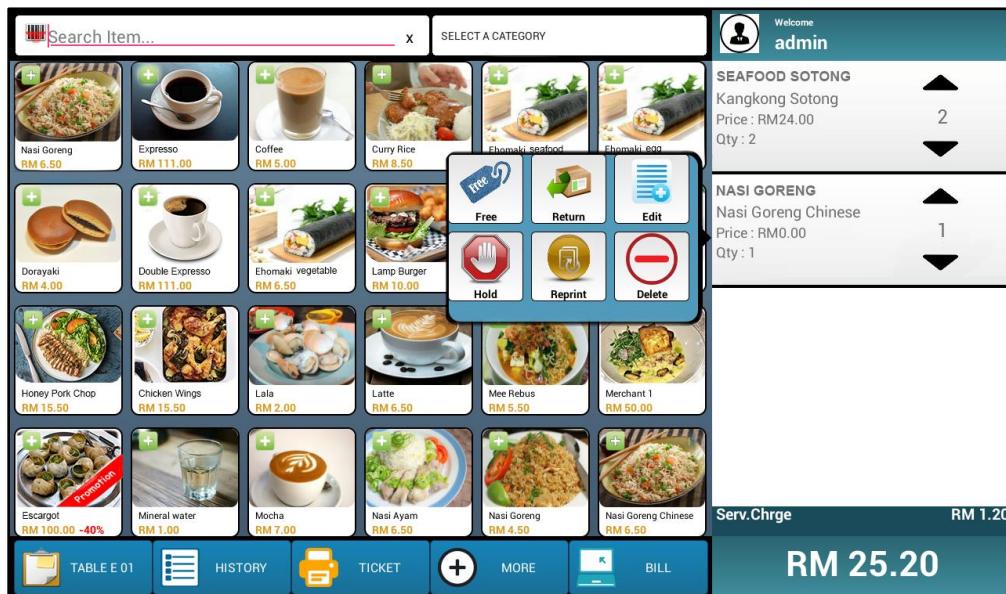


Figure4.9 Delete Order Item Testing

1. In figure4.9, select an order item and press on it.
2. In figure4.9, **Extra Option Table**, press **Delete**.
3. User can select or insert the cancel reason and press **OK**.

Please select a reason

Customer Avoid Pay Bill	<input type="button" value="Delete"/>
Wrongly Key In	<input type="button" value="Delete"/>
Customer Cancel Order	<input type="button" value="Delete"/>
Others	<input type="button" value="Delete"/>

Other reason please specify

Cancel	OK
--------	----

## Better Business Solution

4. Figure4.10 is the sample after deleted item.

The screenshot shows a POS interface with a search bar at the top left. Below it is a grid of food and drink items with their names and prices. To the right of the grid, there's a sidebar for 'SELECT A CATEGORY' and a user profile for 'admin'. The sidebar also displays the total bill amount, 'RM 24.00'. At the bottom, there are navigation buttons for 'TABLE E 12', 'HISTORY', 'TICKET', 'MORE', and 'BILL'.

Food & Beverage Options						Order Summary	
Nasi Goreng RM 6.50	Expresso RM 11.00	Coffee RM 5.00	Curry Rice RM 8.50	Ehomaki seafood RM 6.50	Ehomaki egg RM 6.50	SEAFOOD SOTONG Kangkong Sotong Price : RM24.00 Qty : 2	
Dorayaki RM 4.00	Double Expresso RM 11.00	Ehomaki vegetable RM 6.50	Lamb Burger RM 10.00	Kangkong Sotong RM 12.00	Khew Tiao RM 4.00		
Honey Pork Chop RM 15.50	Chicken Wings RM 15.50	Lala RM 2.00	Latte RM 5.50	Mee Rebus RM 5.50	Merchant 1 RM 50.00		
Escargot RM 100.00 -40%	Mineral water RM 1.00	Mocha RM 7.00	Nasi Ayam RM 6.50	Nasi Goreng RM 4.50	Nasi Goreng Chinese RM 6.50	RM 24.00	

Bottom Buttons: TABLE E 12, HISTORY, TICKET, MORE, BILL

Figure4.10 Delete Order Item Testing

5. In figure4.10, item deleted success from order list.
6. In figure4.10, the total amount of bill is deducted the deleted item price.

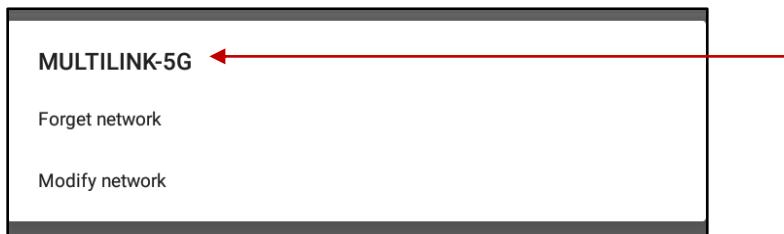
**Note :** The function is not available for Client

## Chapter 5: IP Setting

BBS Application need internet connection to upload the record and data in daily. You can set a router or modem as centralized control to manage all the ordering device(s) in the restaurant. You may also set up a unit IP Address for each specify devices.

### Set IP Address

1. Open devices **Setting**.
2. Select **Wi-Fi**.
3. Long press **Connecting Network**.
4. Select **Modify Network**.



5. **IP Setting** change to **Static**.
6. Insert **IP Address** and **Gateway IP Address**.

YOUR CONNECTION NETWORK NAME

MULTILINK-5G  
None  
IP settings  
Static  
IP address  
\_\_\_\_\_  
Gateway  
\_\_\_\_\_  
Network prefix length  
\_\_\_\_\_  
DNS 1  
\_\_\_\_\_  
DNS 2  
\_\_\_\_\_

CANCEL SAVE

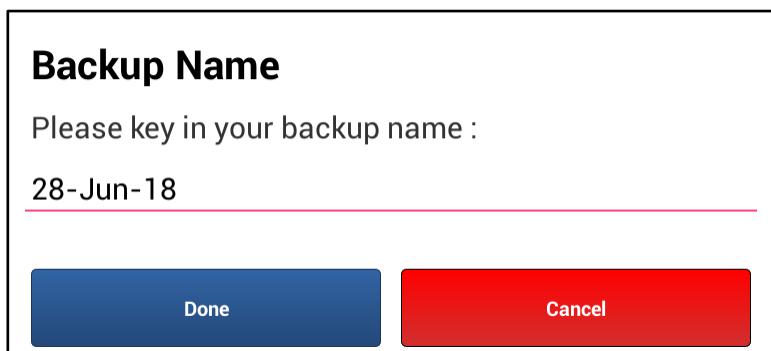
7. Press **Save**

## Chapter 6: Backup

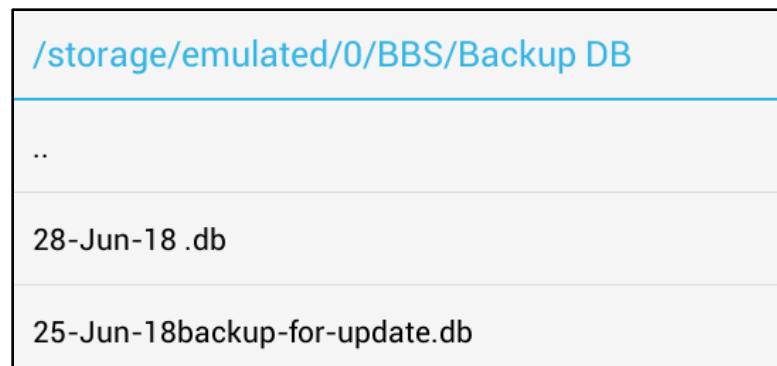
BBS can support in **Online mode** or **Offline mode**. Online mode helps you save the BBS data record in daily. Else in offline mode, you are required to do software backup once in a while. **Back Up** the application data is to **avoid losing your important business data** or for the **system update**. BBS allowed you to **Restore** the backup data.

### Backup

1. In Order Page.
2. Press More.
3. Press Backup.
4. Insert the backup file name.
5. Press Done.

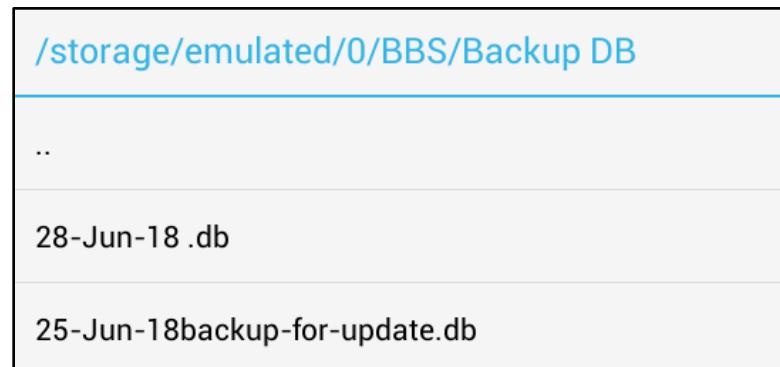


6. Backup file saved.

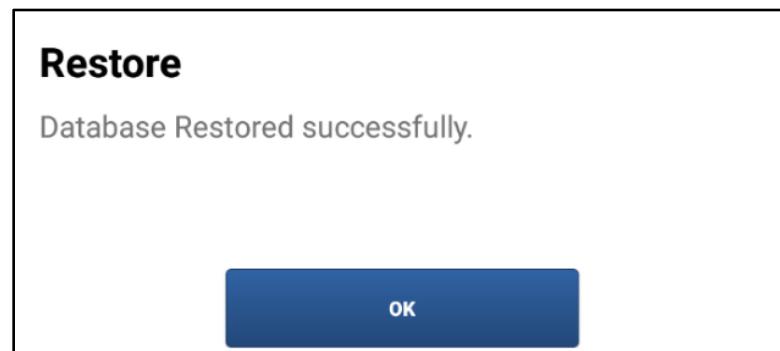


## Restore

1. Press **Restore**.
2. Select the backup file to restore data.



3. Restore done.
4. Press **OK**.



## Chapter 7: Application Version

You can check your current **version of the application** in the **login page**. If your application was outdated, please update it. **Backup the data** in the application first, before you update the latest BBS Application version. BBS allowed you to Restore the data after application was updated.

