

What's New in TouchBistro 6.1

TouchBistro 6.1 offers a new integration with a third party app: 7shifts. Pro users will discover noticeable speed improvements for operations that access the Mac server. We are also in the process of changing how staff types and rights work. In 6.1, you can now create your own custom staff types and assign rights to the staff types.

Consult these release notes for full details on these changes along with other significant improvements added in version 6.1.

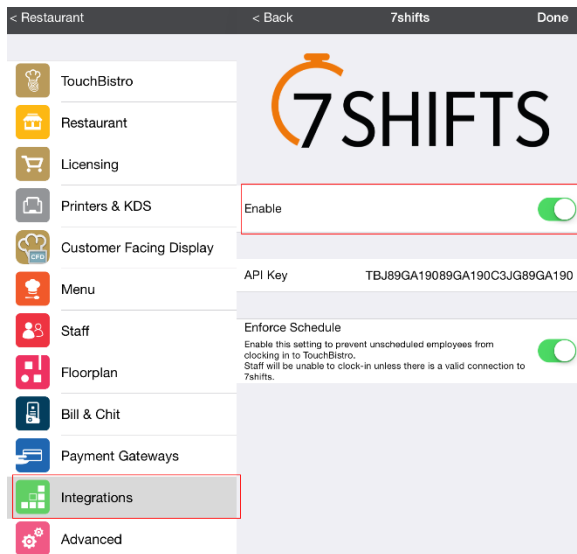
Need More Help?

Email support@touchbistro.com if you are experiencing any issues with this update.

7shifts Integration

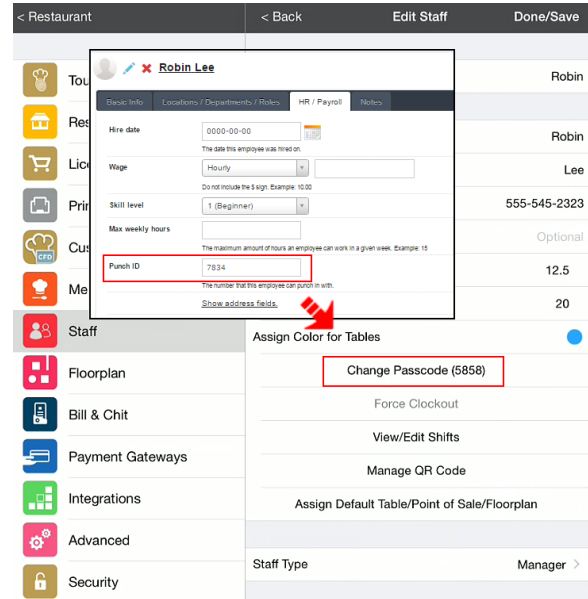
If you are a user of the 7shifts scheduling app, TouchBistro now integrates with the app.

To enable the Integration on TouchBistro, access **Admin | Admin Settings**. Tap on the new **Integrations** section. Tap **7shifts**.



Slide **Enable** to the green position. Enter the **API Key** you received from 7shifts. Slide **Enforce Schedule** to the green position. This will ensure TouchBistro users can't clock in unless they are explicitly scheduled to work via 7shifts.

You must also visit **Admin | Admin Settings | Staff** and modify staff passcodes to match the **PunchIDs** entered for the matching staff profile.



For example, if Robin Lee in 7shifts has a **PunchID** of 7834, change Robin Lee's TouchBistro passcode to 7834.

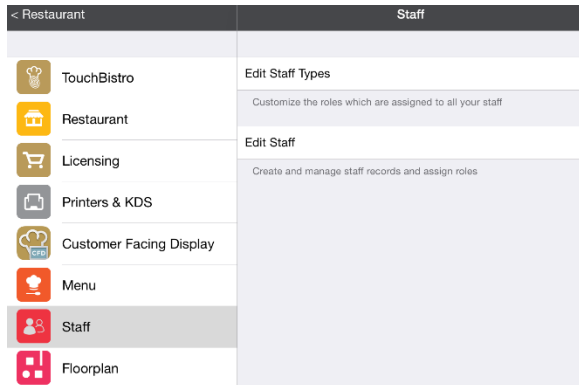
Pro Speed Improvements

Pro (multi iPad) users will notice significant speed improvements. TouchBistro has dedicated significant effort to improve the performance of the system, users will notice an increase in speed when opening the restaurant, loading the floorplan, and most importantly when closing a table

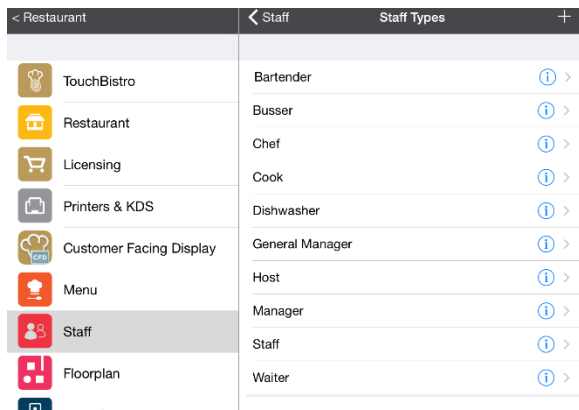
Custom Staff Types

We are in the process of re-vamping how TouchBistro handles staff profiles and rights. For 6.1, we've eliminated the long list of "canned" profiles and offer, by default, a shorter list of standard front of the house and back of the house profiles.

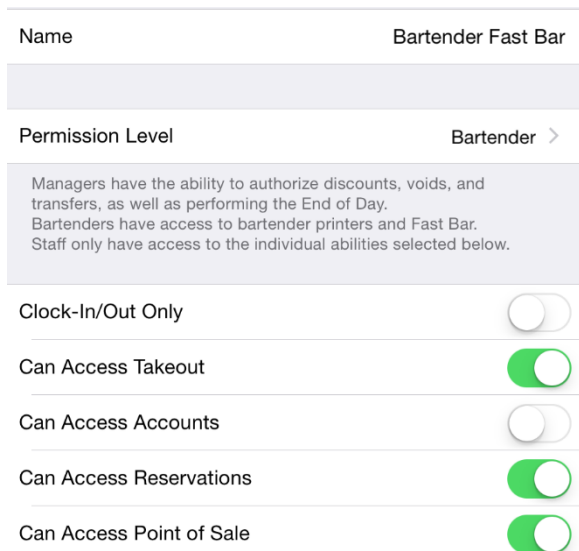
Adding New Staff Types



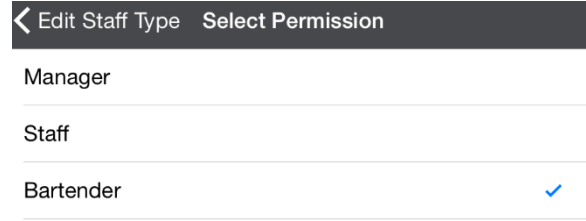
You can create your own staff types by tapping **Edit Staff Types** and tapping the **Add** icon on the top right.



You can delete a staff type by swiping left.



Tap a staff type to edit its name, **Permission Level**, and security settings.



The **Manager** permission level gives any staff member assigned to that staff type **Manager** functionality (closing a day, running reports, etc.).

The **Bartender** permission level will have their bill and end of day reports sent to any configured **Global Bartender Printer**.

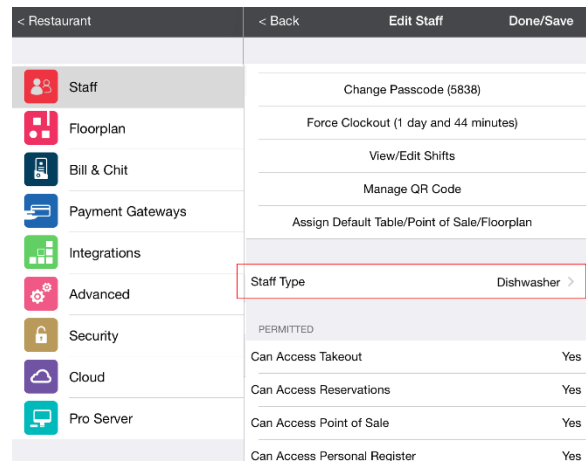
Security Settings set here will be applied to any staff member given this staff type.

New Back of the House Security Setting

We've also added a **Is Back of House?** setting. If enabled, hours clocked by staff members assigned staff types with this enabled will have their hours reported as **Back of House Staff**. Previously this was determined by assigned the staff member a clock in only setting. 6.1 allows you to create staff members who have access to the floor plan but are flagged as **Back of House** staff for labor reporting purposes.

Setting Staff Types for Staff Members

The new **Edit Staff** option allows you to access your staff list, edit staff members, and assign staff types.



If you tap **Staff Type**, you can assign staff types you created or edited. You can also edit the staff type settings before assigning the staff type.

At the bottom of the staff member's details page, is a list of enabled (permitted) and disabled (not permitted) settings as set by the assigned staff type. You cannot change these individually.

If you want to change them, assign the staff member a new staff type or edit the staff type assigned. If you change settings to a staff type, all staff members assigned the staff type will have the updated security settings.

6.1 Updating Existing Staff Types

If you were using non staff/bartender/manager staff types from the previous TouchBistro (for example, Waiter, Cook, Door Greeter, Snack Counter, etc.) TouchBistro will automatically create staff types with those staff types/permission levels assigned in the previous version. The security settings assigned to the new staff type will be the same as the security settings assigned to the staffer given the staff types/permission level.

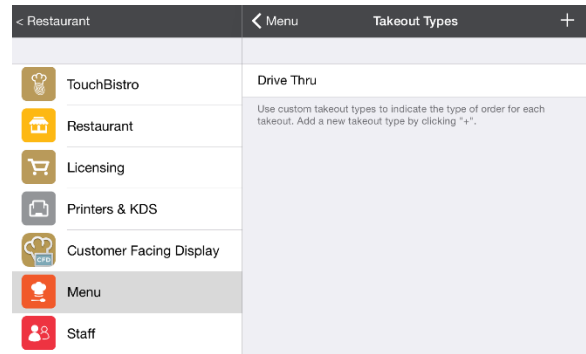
If more than one staff member was assigned the same staff types/permission level but had different security settings, (for example you had two Snack Counter staffers but one had **Can Access Accounts** enabled and one had **Can Access Accounts** disabled), 6.1 will create two similarly named staff types (e.g., Snack Counter 1, Snack Counter 2).

New Takeout Types

	Printers & KDS	Cooking instructions, sides, etc.
	Customer Facing Display	Menu Items Caesar Salad, Filet Mignon, California Roll, etc.
	Menu	Discounts Customize the list of present discounts that waiters or managers can choose from when discounting items.
	Staff	Promotional Pricing Set up a schedule to change the pricing and availability of menu items throughout the day & week.
	Floorplan	Gratuity Settings Setup and manage the gratuity that can be applied automatically to your bills/guest checks.
	Bill & Chit	Takeout Types <small>Create custom takeout types that will appear on kitchen-chits and reports.</small>
	Payment Gateways	
	Integrations	
	Advanced	
	Security	

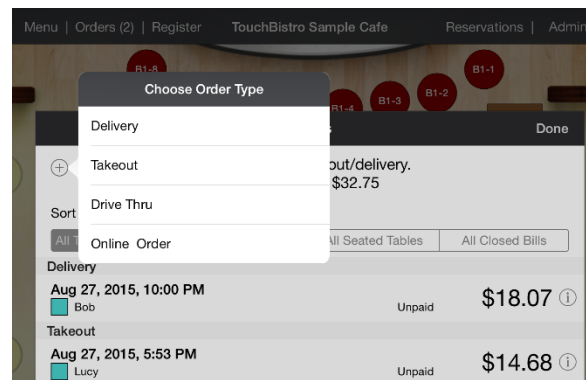
Under the **Menu** settings page, we've added a **Takeout Types** option. If you need to send chits/tickets to the kitchen flagged for different kinds of takeout orders, you can create these here.

Tap the **Add** icon on the top right. Enter the **Takeout Type**. Tap **Save**.



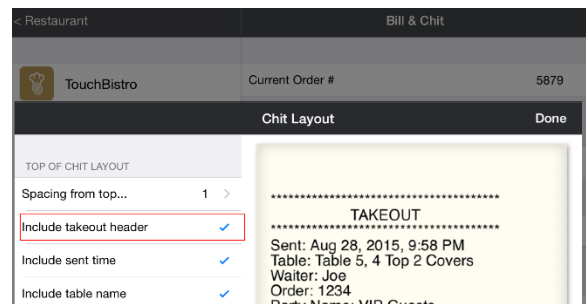
Setting new **Take Out Types** can be useful if your kitchen or expediting staff needs takeout specifics on the kitchen ticket to treat different kinds of take out differently. For example, you might create a "Drive Thru" take out type that alerts kitchen staff a drive through order needs to be packed differently or given some kind of priority.

Using Your New Take Out Types

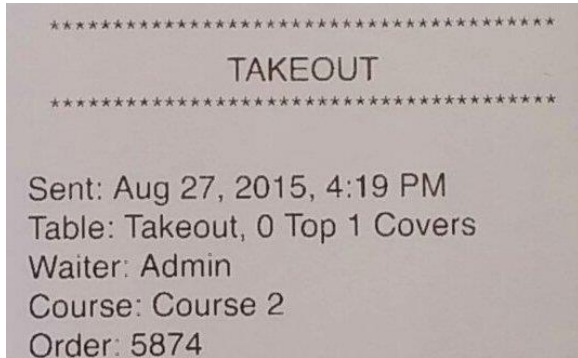


When you create a takeout via the **Orders** screen, you will be given a list of your optional takeout types.

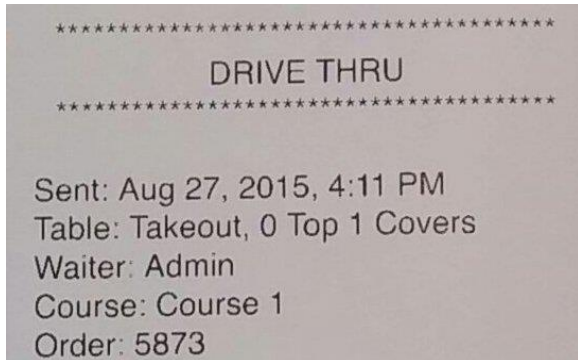
Takeout Header



Under **Bill & Chit**, we've added **Include Takeout Header**, which gives you the ability to enable/disable a banner that prints for takeout and delivery order chits/tickets.



If enabled, TouchBistro will print a TAKEOUT or DELIVERY banner across the top of the ticket.



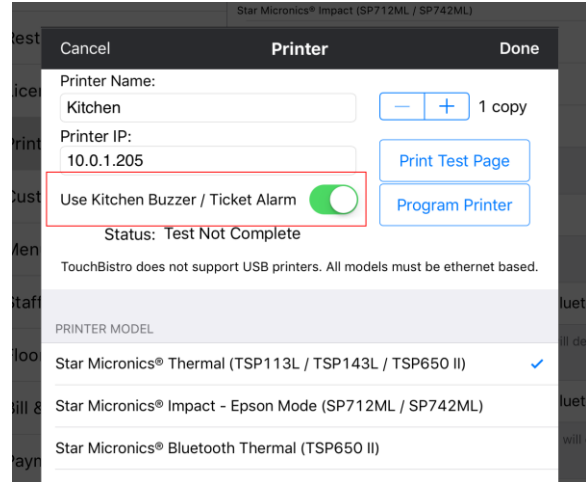
If a custom takeout type was selected, the ticket will print the banner with the custom takeout type.

Star Kitchen Buzzer



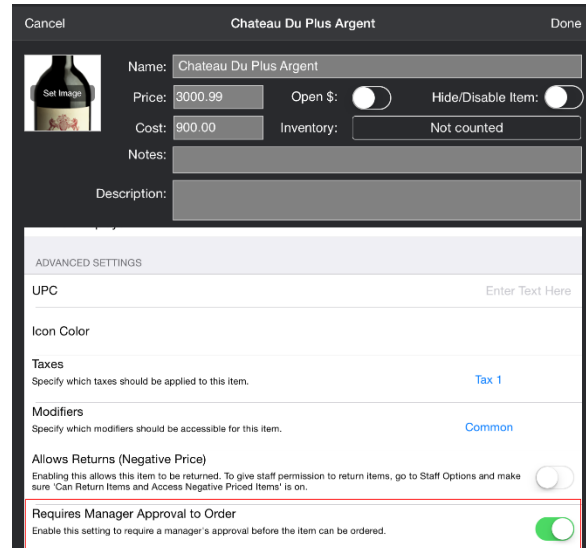
TouchBistro has added support for the Star Kitchen Buzzer. The buzzer is a small device that plugs into your Star impact or thermal printer's cash drawer port.

If you send a chit/ticket to the printer, the buzzer will make a loud beeping sound to alert kitchen staff a new chit/ticket has arrived. The buzzer can be useful in noisy kitchen situations where an impact printer is not loud enough or a counter server venue that may be using a thermal printer to print tickets and need the buzzer to alert food preparers about the arrival of a new ticket.



You also need to enable support on your Kitchen printer's setup page ([Admin](#) | [Admin Settings](#) | [Printers & KDS](#))

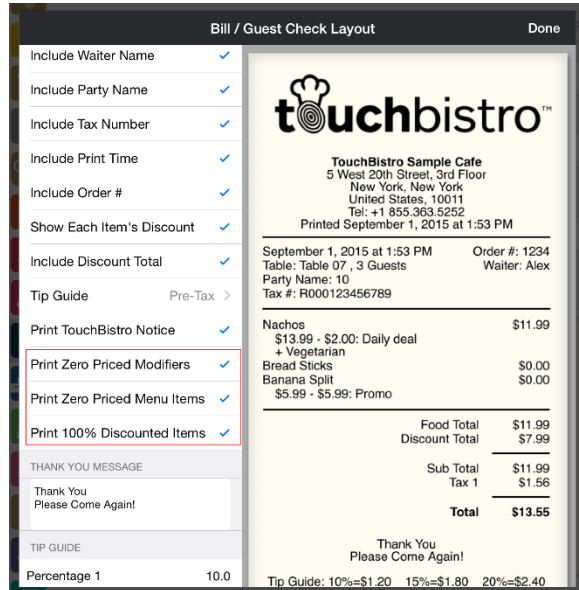
Set Menu Items to Require Manager Approval



At the menu item level, you can now prevent a menu item from being added to an order unless there's a manager/admin passcode approval. Enable the new **Requires Manager Approval** setting. You can use this, for

example, to prevent wait staff from adding a particularly expensive bottle of wine to a customer order.

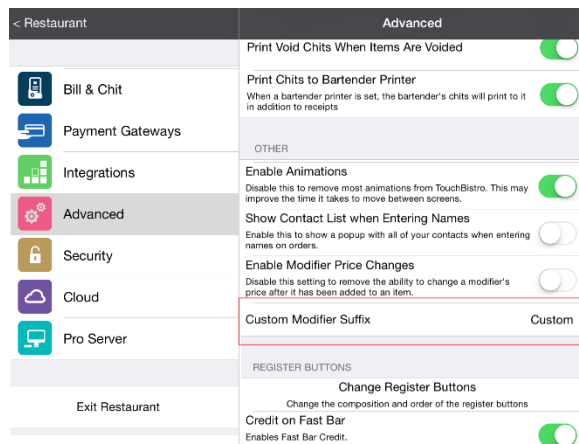
Printing Zero Priced Items on the Bill



We've moved the options to print zero priced modifiers and menu items, as well as 100% discounted items, from **Advanced** to the **Bill/Guest Check Layout** screen (found under **Admin | Admin Settings | Bill & Chit**).

Modifiers

Custom Modifier Suffix



Under **Advanced** settings **Other** section, you can now add a **Custom Modifier Suffix**. The text entered here will be appended to any custom modifier entered by a server,

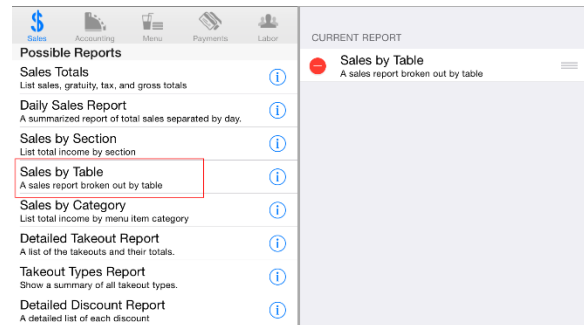
helping alert kitchen staff the modifier is a custom modifier.

Forced Modifiers Suppressed at Fast Bar

If a bartender is using the POS in Fast Bar mode, TouchBistro will not pop-up forced modifiers.

New Reports

Sales by Table



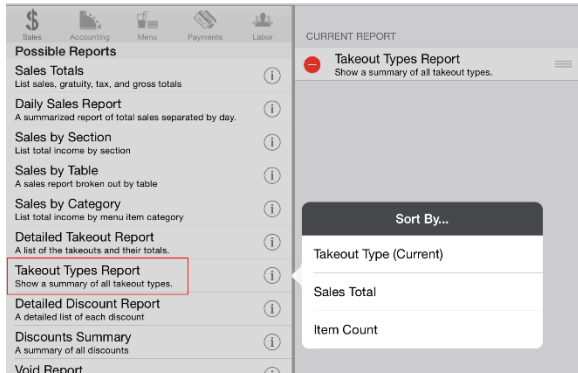
Under **Reports (Admin | Reports)**, we've added a new **Sales by Tables** report to the **Sales** section.

Sales by Table		
B1-5	Count: 4	Total: \$51.95
B1-6	Count: 1	Total: \$23.97
P104	Count: 2	Total: \$101.93
T1-1	Count: 1	Total: \$39.96
T1-4	Count: 2	Total: \$71.92
T1-5	Count: 3	Total: \$122.92
T1-9	Count: 1	Total: \$17.97
Totals	Count: 14	Amount: \$430.62

When generated, the report breaks down the pre-tax sales totals for each table name as well as the number of bills generated per table (the count figure).

If customers get separate checks at a table, count includes each separate check. So a table of four that pays one check would be a count of 1. A table of four that splits by seat and pays four separate checks would be a count of 4.

Takeout Type Report



Under the **Sales** section, we've also added a new **Takeout Type** report **Sales** section.

Takeout Types Report	
Bar Tab	
Orders: 1	Total: \$30.97 Tax: \$4.03 Net Total: \$35.00
Delivery	
Orders: 2	Total: \$46.97 Tax: \$6.11 Net Total: \$53.08
Drive Thru	
Orders: 4	Total: \$144.89 Tax: \$18.84 Net Total: \$163.73
Takeout	
Orders: 1	Total: \$30.98 Tax: \$4.03 Net Total: \$35.01
Total	
Sales	\$253.81
Tax	\$33.01
Net Total	\$286.82

The report will show pre- and post-tax totals for orders created as bar tabs, delivery, or takeout (breaking out any new custom takeout types you've created).

New Dialog Boxes for Promotions and Discounts

The **Menu** section's **Promotions** and **Discounts** dialog boxes have been replaced with slide-in panels similar to **Void Reasons**. Functionality remains the same although controls have been modified slightly.