

What's New in TouchBistro 7.2

In TouchBistro 7.2 we've changed some of the navigation design and colors to align with Apple's guidelines as well as accessibility guidelines.

You can now issue and report on payouts and pay ins. You can associate your products with barcodes and ring in purchases using your iPad's rear-facing camera.

PayPal user in the USA can now use PayPal's EMV card reader.

Consult these release notes for full details on these changes along with other significant improvements added in version 7.2.

Need More Help?

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

Payouts/Pay Ins

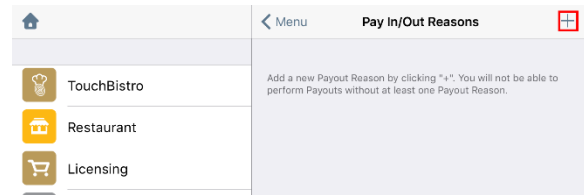
TouchBistro now allows you to set up and track cash drawer payouts (cash coming out of the cash drawer to pay for items related to your business) as well as pay ins (cash coming into your cash drawer for a reason other than a sale).

Setting Up Pay In/Payouts

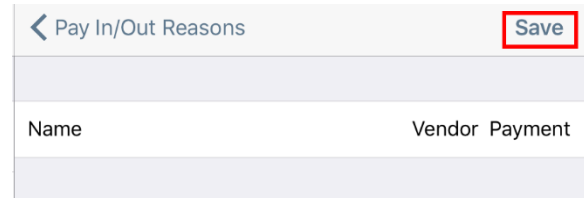
Create Pay In/Payout Reasons

Menu	Customize the list of present discounts that waiters or managers can choose from when discounting items.
Staff	Promotional Pricing
Floorplan	Set up a schedule to change the pricing and availability of menu items throughout the day & week.
Bill & Chit	Gratuity Settings
Payment Gateways	Setup and manage the gratuity that can be applied automatically to your bills/guest checks.
Integrations	Takeout Types
Advanced	Create custom takeout types that will appear on kitchen chits and reports.
Security	Payout Reasons
	Customize the list of Pay In/Out Reasons.

Under **Admin | Admin Settings | Menu** we've added a **Payout Reasons** option that allows you to enter payout/pay in reasons for reporting purposes.



Tap the **Add +** icon to add a reason. You can add both pay in and payout reasons.

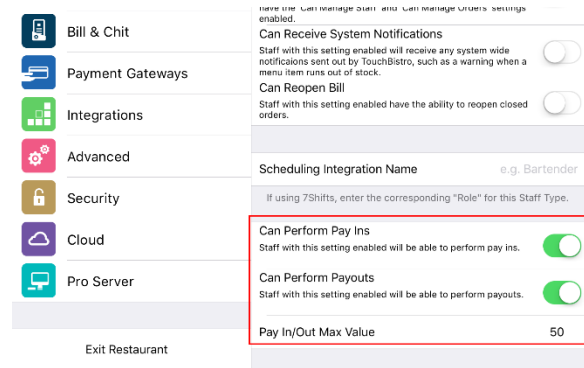


For example, you might add a payout reason like "Pinball machine refund" or "Vendor payment". A pay in reason might be something like "Float addition". Tap **Save** when done entering the reason.

Enabling Pay In/Payout Rights for Staff Types

After you've created your payout reasons, you should set which staff type has the ability to issue payouts and pay ins.

Tap **Admin | Admin Settings | Staff | Staff Types**. Select a staff type like **Manager** or **Bartender**.



At the bottom of the screen you will find a new section to manage pay in/payout rights.

Enable **Can Perform Pay Ins** and **Can Perform Payouts**. If enabled, you can limit the maximum amount the staff type is allowed to payout or accept as a pay in. For example, you might set a bartender staff type to \$75 and a manager staff type to \$200.

Note: the Admin may do an unlimited pay in/payout amount.

Enable Pay In/Payout button for the Register

Integrations	REGISTER BUTTONS
Advanced	Change Register Buttons Change the composition and order of the register buttons
Security	Credit on Fast Bar Enables Fast Bar Credit. <input checked="" type="checkbox"/>
Cloud	Debit on Fast Bar Enables Fast Bar Debit. <input checked="" type="checkbox"/>
Pro Server	PARTY NUMBER
	Enable Max Party Number Party number will reset once a set number is reached <input type="checkbox"/>
Exit Restaurant	

Tap **Admin | Admin Settings | Advanced**. Scroll to the bottom and tap **Change Register Buttons**.

Cancel	Done/Save
TouchBistro	Exact Smart 1 Smart 2 Smart 3
Restaurant	Cash Debit Credit Tab
Licensing	No Sale / Print Bill / Clear Print Prev. Takeout Delivery
Printers & KDS	Remove Button
Customer Facing Display	Cash An extra screen will appear to enter cash amount.
Menu	Exact Will close the bill with exact cash paid.
Staff	Smart 1 The button will display the most likely close cash amount.
Floorplan	Smart 2 The button will display the next most likely close cash amount.
Bill & Chit	Smart 3 The button will display the next most likely close cash amount.
Payment Gateways	Credit An extra screen will appear to enter credit amount.
Integrations	Tab Create a tab of the current order.
Advanced	Delivery Create a delivery of the current order.
Security	SmoothPay An extra screen will appear to complete SmoothPay order.
	Pay In/Out An extra screen will appear to perform a Pay In/Out

Tap one of the quick pay buttons you may not use like **Smart 3**. Tap **Pay In/Out**. Tap **Done/Save**.

Using Payouts

The **Pay In/Out** button is available only on the cash register. It's not available when you're on a table or any kind of order screen (delivery/takeout/bar tab).

Quantity: 1				Order Summary: 20
Exact	\$0	\$5	Pay In/Out	Sub-Total: \$0.00
Cash	Debit	Credit	Tab	Tax 1: \$0.00
No Sale	Print	Takeout	Delivery	Total: \$0.00
Switch User				TouchBistro

Tap **Pay In/Out**.

Cancel	Pay In Or Out		
Amount:	35.25		
Reason:	Vendor Payment >		
Comment:	Milk supplies		
1	2	3	Payout
4	5	6	
7	8	9	
<	0	.	

Enter the amount to be paid out or paid in. Tap **Reason** to select a pre-configured reason. Add a comment if the payout or pay in needs to be supported with additional details.

After you complete these details, pay **Payout** if this is a payout or **Pay In** if this is a pay in.

Date: July 4, 2016 at 10:56 AM
 Register: Cash Register
 Waiter: James
 Reason: Vendor Payment
 Comment: Milk supplies

Amount: \$53.25

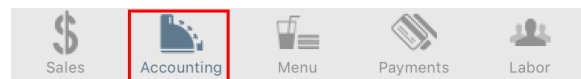
Employee Signature:

Vendor Signature:

Select a receipt option. TouchBistro will generate a special receipt for the payout/pay in requiring server and vendor signatures.

If your cash drawer is connected to your receipt printer, TouchBistro will "kick" open the drawer to facilitate the payout or pay in.

Payout/Pay in Reporting



Possible Reports

Freepour Draft Report

A report formatted for use with Freepour

Detailed Sales CSV

A CSV file containing details on each item sold

Bills With Open Balance

A list of bills which have less payments than balance.

Payouts Report

Shows all Payouts and Pay Ins within the specified ti...

Under **Admin | Reports | Accounting**, we've added a **Payouts Report** to track money going in and out when the Payouts/Pay in function is used.

TouchBistro Sample Cafe			
From: Monday, Jul 4, 2016, 10:55 AM			
To: Monday, Jul 4, 2016, 11:02 AM			
Payouts Report			
Pay Outs			
Jul 4, 2016, 10:56 AM			
Reason: Vendor Payment	\$53.25		
Comment: Milk supplies		Waiter: James	
Register: Cash Register			
Pay Out Total	\$53.25		
Pay Ins			
Jul 4, 2016, 11:02 AM			
Reason: Vendor Payment	\$25.00		
Comment: Claw machine refund		Waiter: Admin	
Register: Cash Register			
Pay In Total	\$25.00		

If you have multiple cash registers (for example one at the counter and one at the bar), the report will indicate which cash register the money was paid out of or in to.

Barcode Scanning

You can now associate your menu items with barcodes and scan them using the iPad rear facing camera when you're in cash register mode.


Entering Barcodes

Access menu items you want to associate with bar codes (**Admin | Admin Settings | Menu | Menu Items**).

Cancel

Men's T-shirt

Done



Name: Men's T-shirt

Price: 25

Open \$: ☐

Hide/Disable Item: ☐

Cost: 15

Inventory: ☐

Not counted

Notes: Insert Notes Here (ex. Featured on Thursdays after 12)

Description: Available in S M L XL XXL.

enable this to always print this item on its own chit/ticket.

Course

Specify which course this item should be printed under on kitchen chits/tickets.

Course 1

Short Name

Enter Text Here

UPC

UPC

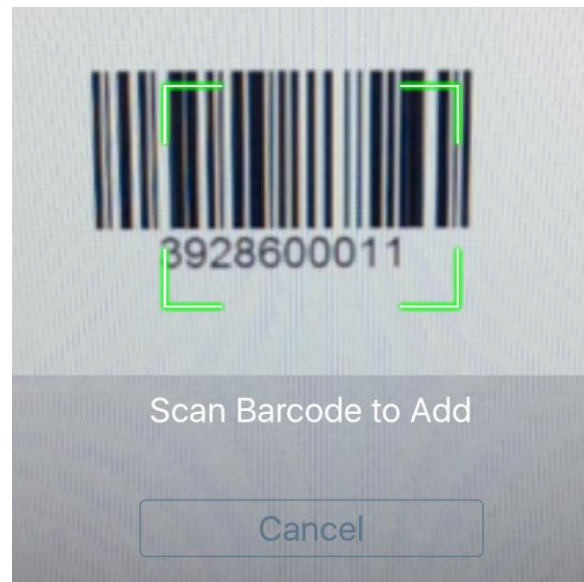
Enter Text Here

Scan Barcode Code

Scan a barcode to place it in the item's UPC field, allowing you scan that code again to automatically add the item to an order.

ADVANCED SETTINGS

Tap Scan Barcode Code.



Using the iPad's rear-facing camera, line up the barcode in the guides. If the barcode is not immediately recognized, pull the iPad back and then slowly bring the camera forward towards the barcode ("zooming in") until the barcode is recognized.

UPC

UPC

3928600011

Scan Barcode Code

Scan a barcode to place it in the item's UPC field, allowing you scan that code again to automatically add the item to an order.

ADVANCED SETTINGS

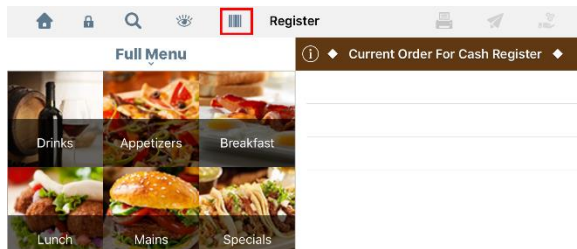
Icon Color

When recognized, TouchBistro reads the barcode's UPC number and completes the **UPC** field in TouchBistro.

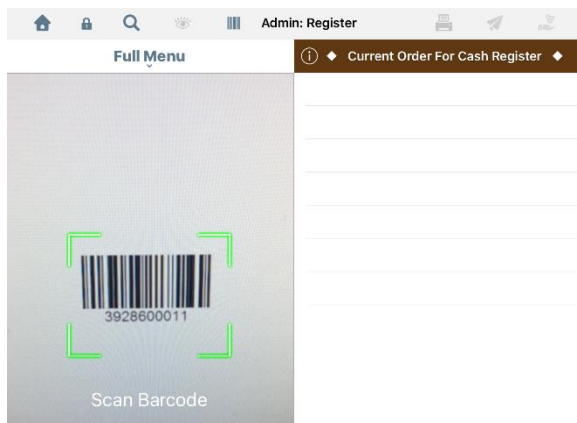
If you need to delete the barcode, simply tap on the **UPC** field and backspace over the UPC number to delete it. You can then rescan the item.

Using Barcodes

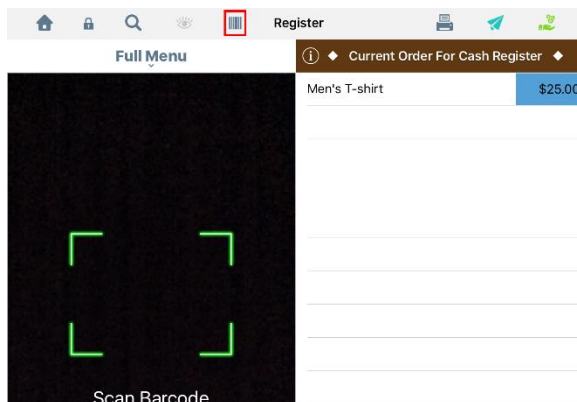
Barcodes scanning is only available from the POS cash register.



Tap the **Barcode** icon.

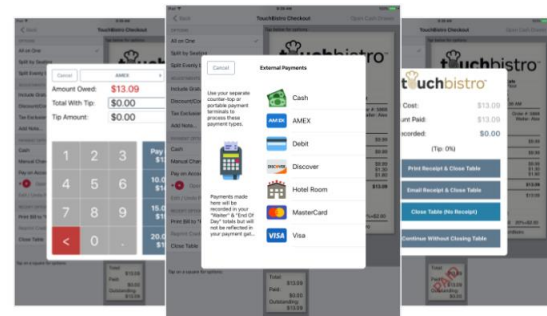


Use the guides to line up the barcode.



The menu item will automatically be entered into the order section. Tap the **Barcode** icon to return to the normal menu view.

Better Apple Design Integration



You will find a number of screens have a new look. This is to better integrate with Apple design standards. It also helps present staff who are accustomed to navigating iPad and iPhone screens with a more familiar interface.

Dark Mode

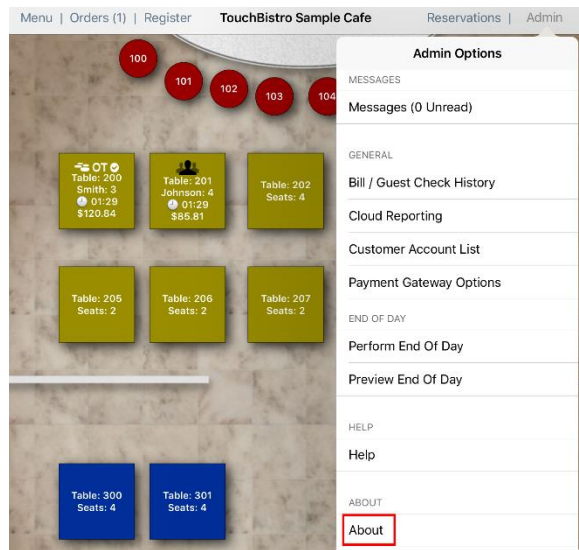
	Back	Edit Staff	Done/Save
TouchBistro	Display Name/Alias	Karl	
Restaurant	First Name	Optional	
Licensing	Last Name	Optional	
Printers & KDS	Phone	555-321-4948	
Customer Facing Display	Email	Optional	
Menu	Staff Discount %	15	
Staff	Right Hand Mode (Order Input)	<input type="checkbox"/>	
	Dark Mode	<input checked="" type="checkbox"/>	
Floorplan	Assign Color for Tables	<input type="checkbox"/>	
Bill & Chit	Change Passcode (999)		
	Force Clockout (3 hours and 12 minutes)		

If the new navigation color scheme does not provide enough contrast for an employee, you can access the employee's staff page (**Admin | Admin Settings | Staff | Staff**) and enable the new **Dark Mode** option.

PayPal EMV (USA)

TouchBistro now supports PayPal USA's EMV card reader.

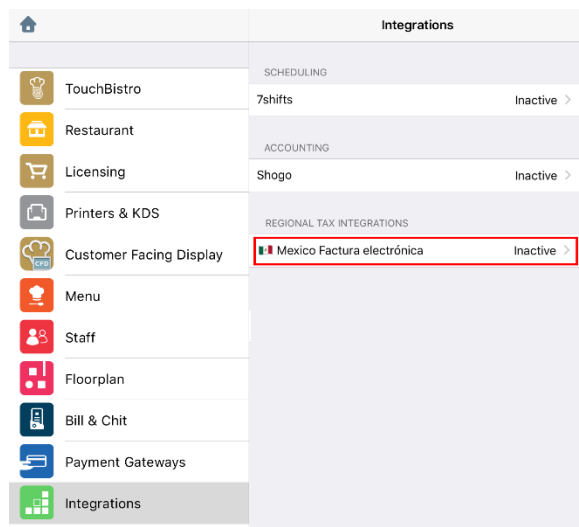
About Option Moved



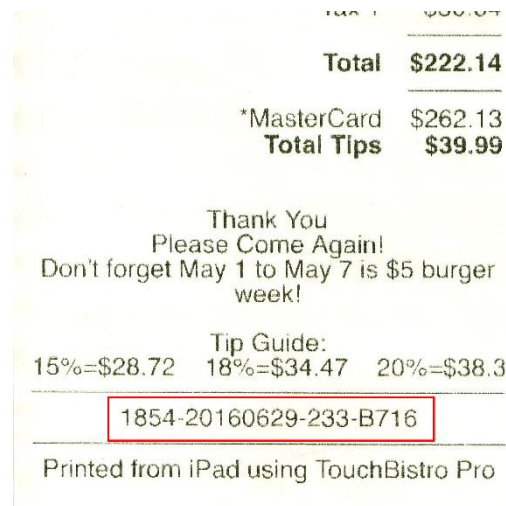
The **About** option indicates the TouchBistro version number (e.g., 7.2) as well as a list of version by version feature enhancements. In previous versions it was located on the bottom right of the screen. It has now been moved under the **Admin** drop-down menu.

Mexico Electronic Invoice Integration

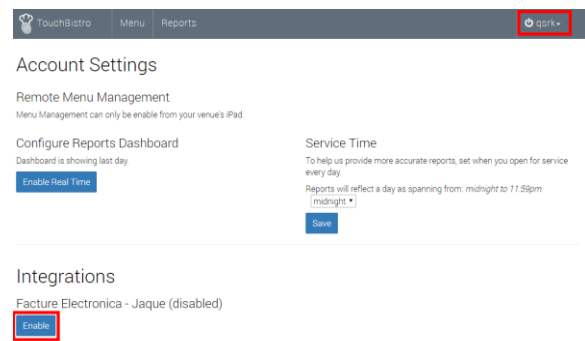
TouchBistro Pro (multi iPad) now supports Mexico's electronic invoice reporting requirement.



If you are a pro user, enable it under **Admin | Admin Settings | Integrations**.



When enabled, TouchBistro will print a compliant invoice code at the bottom of each receipt.



After enabling it, access your cloud reporting site (cloud.touchbistro.com). Open your **Settings** page and enable the **Factura Electronica – Jaque** option.

Jaque is an approved third-party service that will re-transmit your invoice data to the Mexican tax authority.

Reports on the Pro Server

We've removed the reporting options from the Pro Server. Reports are available from your iPad (**Admin | Reports**) and the Cloud site.