



myAPPetite DASHBOARD INSTRUCTIONS

Introduction

You will have access to a dashboard where you can make your own amendments such as menu edits, change of price, images, opening and closing times, delivery zones and prices and your analytics of sales that come through your app, whether that be card payments or cash. Any of the information can be exported for your records.

Stripe

Please note that if you haven't completed a stripe account at www.stripe.co.uk, please complete a stripe account so your customers have the ability to pay online.

Login Details

To access your dashboard please enter the following URL:

<https://admin.restajet.com>

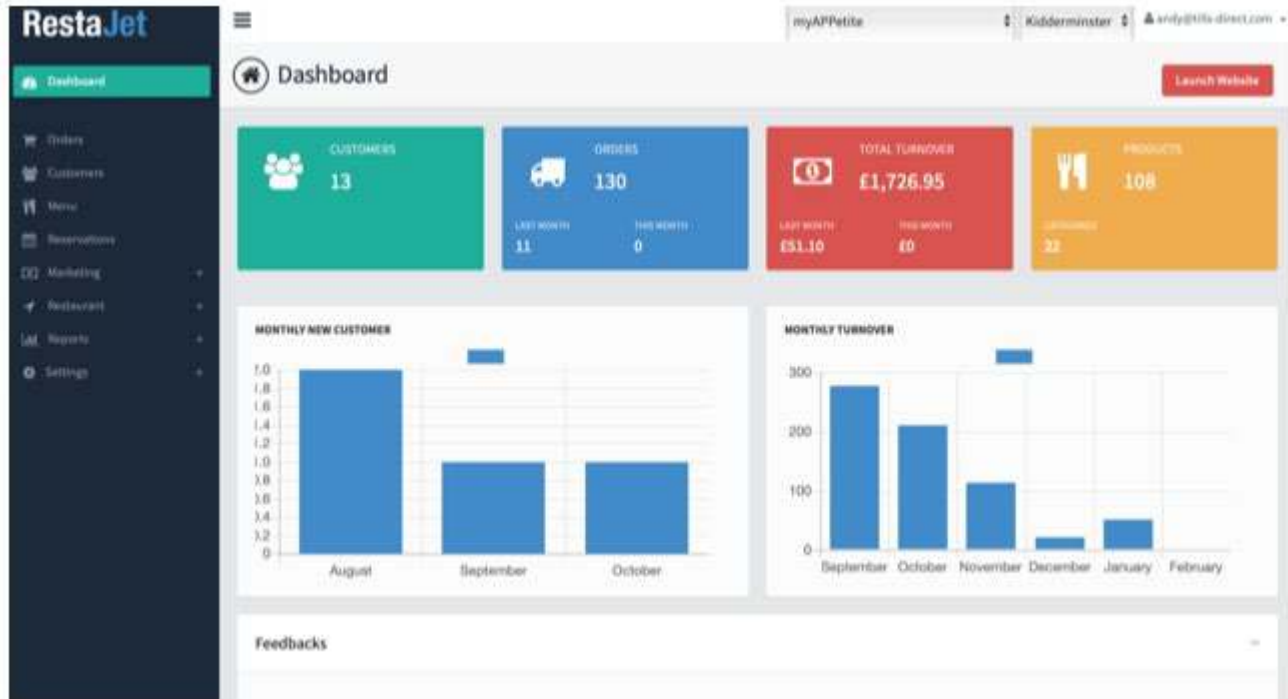
Below are your unique login details for your dashboard

Username:.....

Password:.....

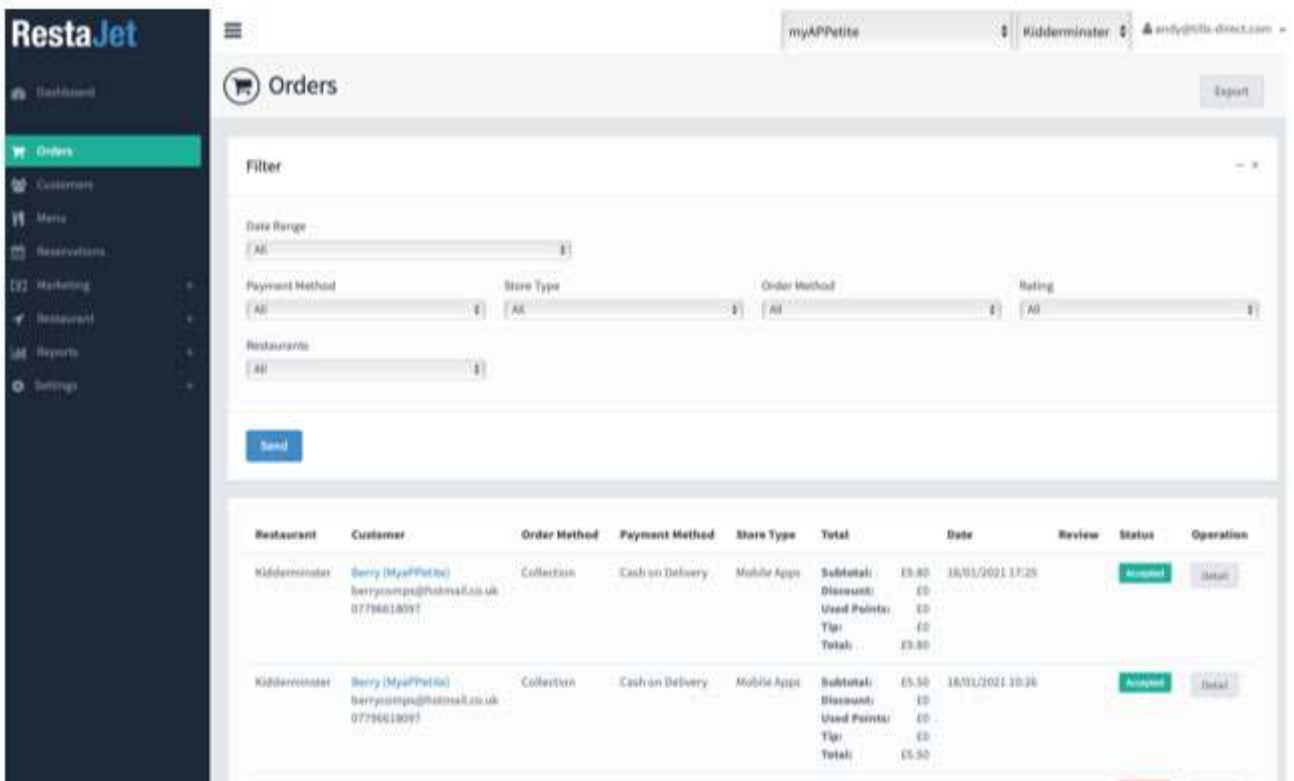
Please note that you can either bookmark your dashboard on your computer or add the dashboard to the home screen on your phone, so you have quick, easy access.

When you log in your dashboard will appear with an overview of your analytics on the home page, showing the number of customers who have created an account, total orders and your products. If you click on your total turnover, you can customise the overview to show daily, weekly, monthly, yearly or dates you input manually.



Order Screen

The Order Screen will show all the orders that have come through your EPOS system. If you click into the order it will display, customers name, address (if delivery), telephone number, email address etc, method of payment and the order received.



Restajet Orders

myAPPetite | Kidderminster | info@myappetite.co.uk

Orders [Export]

Filter

Date Range: [All]

Payment Method: [All] | Store Type: [All] | Order Method: [All] | Rating: [All]

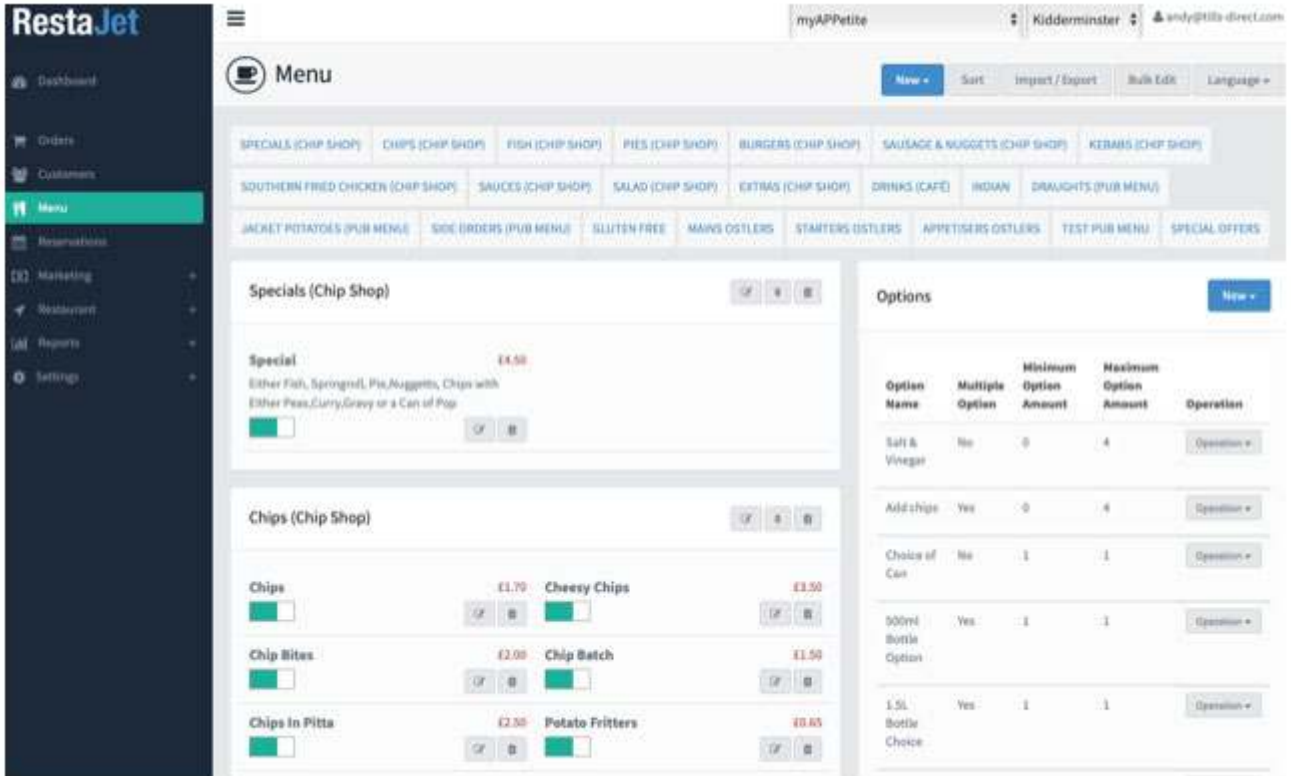
Restaurants: [All]

[Send]

Restaurant	Customer	Order Method	Payment Method	Store Type	Total	Date	Review	Status	Operation
Kidderminster	Berry (MyAPPetite) berrycomp@ratna.co.uk 07796618097	Collection	Cash on Delivery	Mobile Apps	Subtotal: £5.80 Discount: £0 Used Points: £0 Tip: £0 Total: £5.80	18/01/2021 17:25	[Review]	Approved	[Detail]
Kidderminster	Berry (MyAPPetite) berrycomp@ratna.co.uk 07796618097	Collection	Cash on Delivery	Mobile Apps	Subtotal: £5.50 Discount: £0 Used Points: £0 Tip: £0 Total: £5.50	18/01/2021 10:36	[Review]	Approved	[Detail]

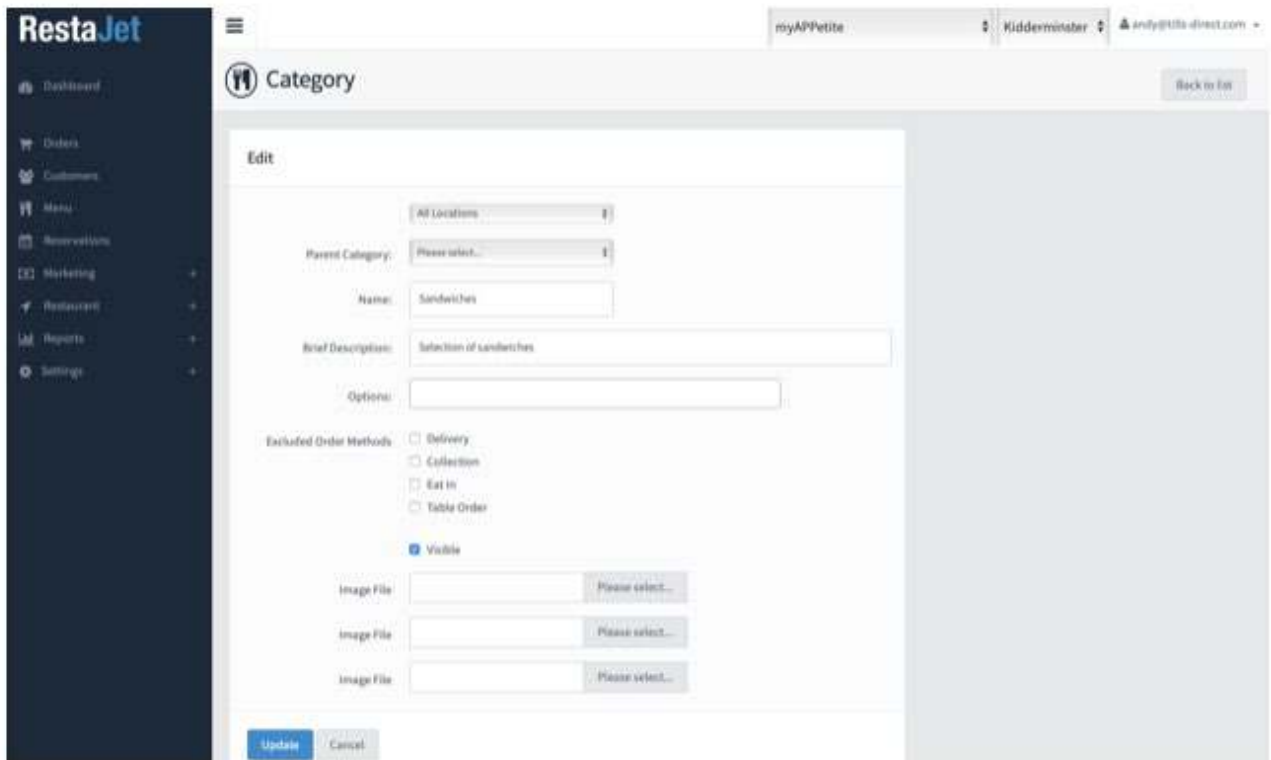
Menu

The menu screen will list all your menu items, showing categories and the items within that category.

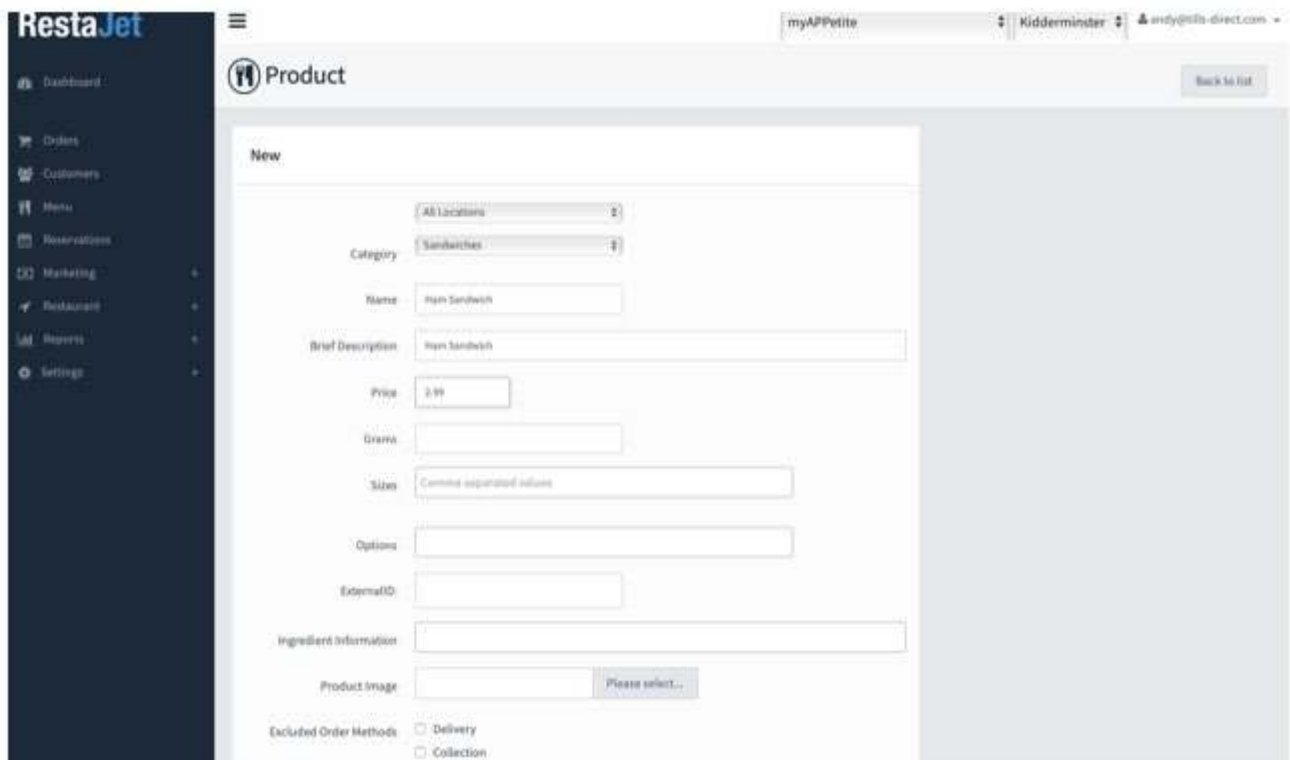


Option Name	Multiple Option	Minimum Option Amount	Maximum Option Amount	Operation
Salt & Vinegar	No	0	4	Operation +
Add chips	Yes	0	4	Operation +
Choice of Can	No	1	1	Operation +
900ml Bottle Option	Yes	1	1	Operation +
1.5L Bottle Choice	Yes	1	1	Operation +

To add a category or product select NEW on the top line and select which one you will be adding: I have added 'Sandwiches' as a category below:



Now the category has been set up, I can now add products into that category. I have added 'Ham'. You will see you can add the price and image and Click 'ADD'. (Please note images for your products on the App should be 440 x 360px)



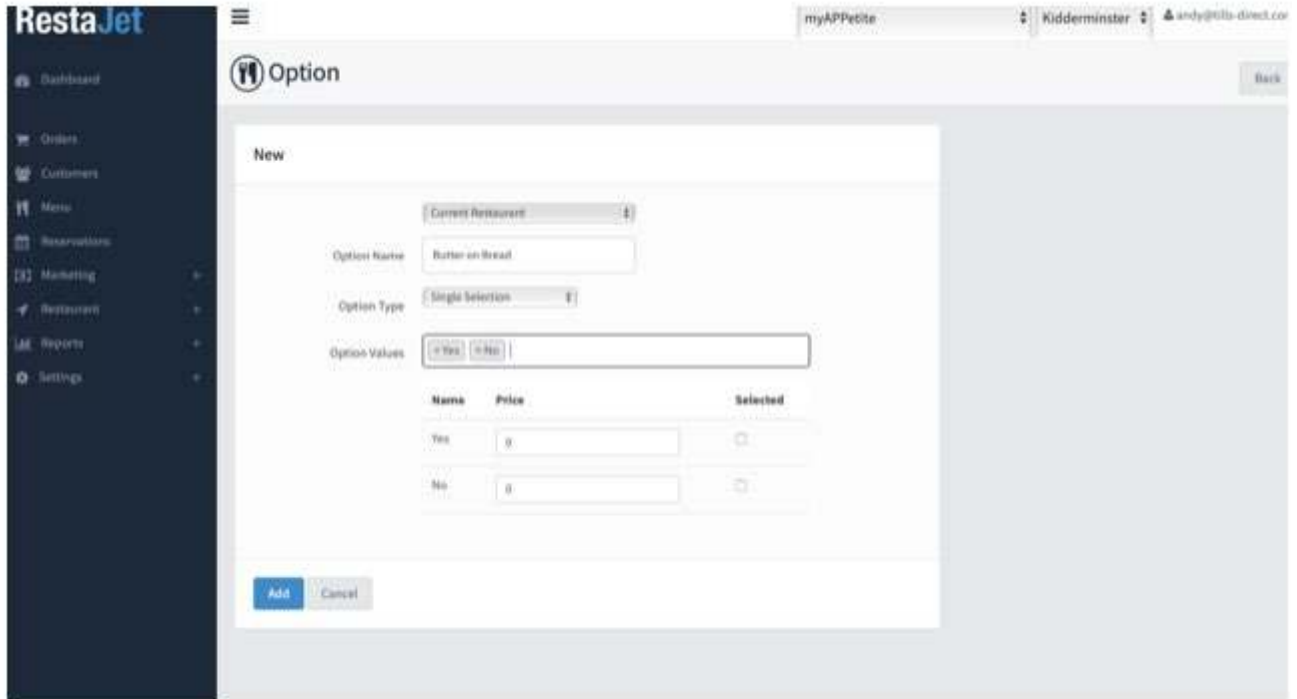
Options

Options is fantastic for upselling or if an item has a variety or choice. I have set up an option 'Butter on bread?' You Click New Option as follows: You put the options in with a comma (,) after each option and it will display underneath. If an option has a cost, you simply put the amount in the appropriate section.

Options New ▾

Option Name	Multiple Option	Minimum Option Amount	Maximum Option Amount	Operation
Salt & Vinegar	No	0	4	Operation ▾
Add chips	Yes	0	4	Operation ▾
Choice of Can	No	1	1	Operation ▾
500ml Bottle Option	Yes	1	1	Operation ▾
1.5L Bottle	Yes	1	1	Operation ▾

If it is mandatory for the customer to select the option, you select 'Single selection' as follows:



RestaJet myAPPetite Kidderminster andy@pita-direct.co.uk

Option Back

New

Current Restaurant: [Dropdown]

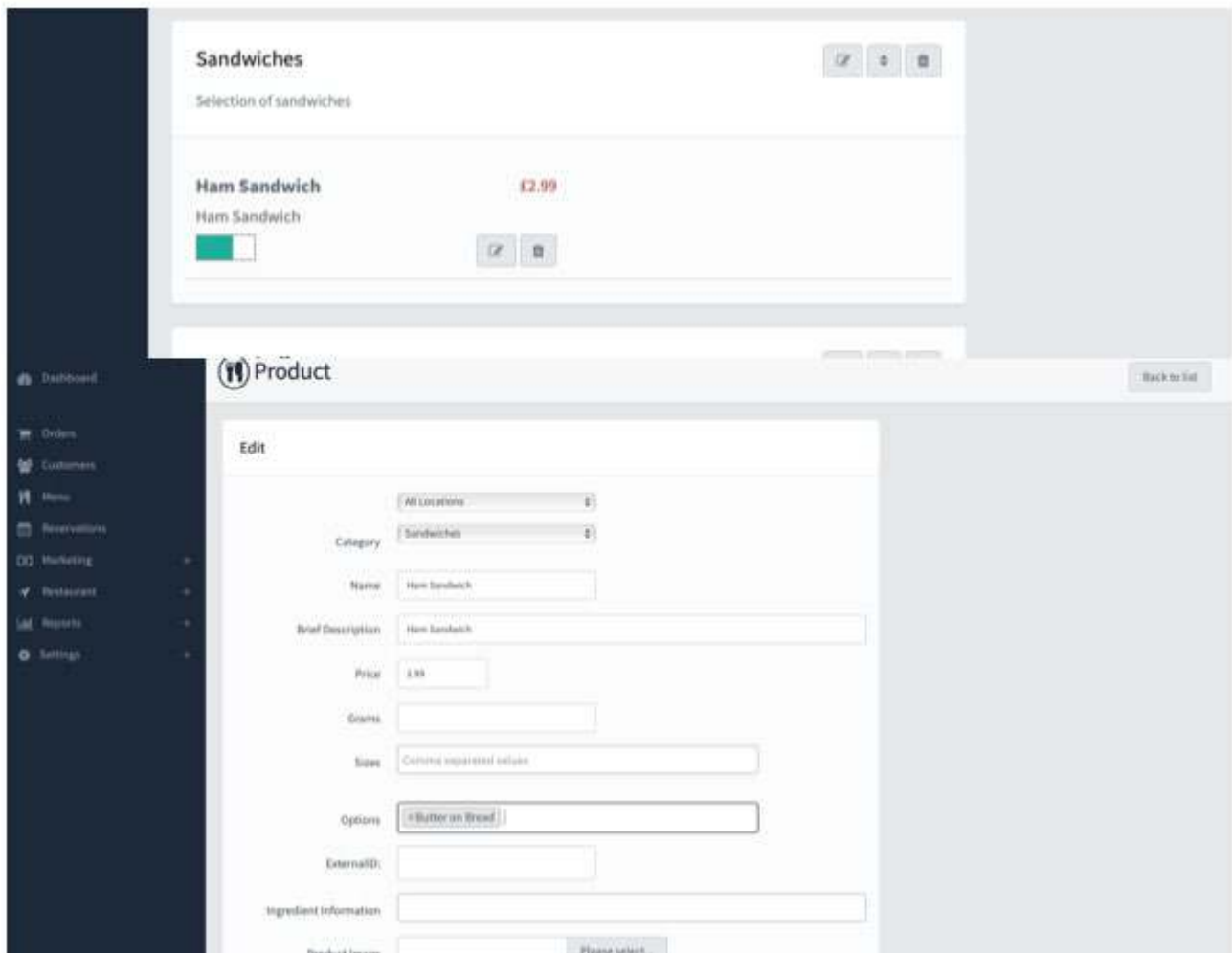
Option Name:

Option Type:

Option Values:

Name	Price	Selected
Yes	<input type="text" value="0"/>	<input type="checkbox"/>
No	<input type="text" value="0"/>	<input type="checkbox"/>

Select the item you want to edit-click edit and then go to 'Options' and input 'Butter on Bread?'



Sandwiches [Edit] [Add] [Delete]

Selection of sandwiches

Ham Sandwich £2.99

Ham Sandwich [Image] [Edit] [Delete]

Product Back to Edit

Edit

All Locations: [Dropdown]

Category:

Name:

Brief Description:

Price:

Grams:

Sizes:

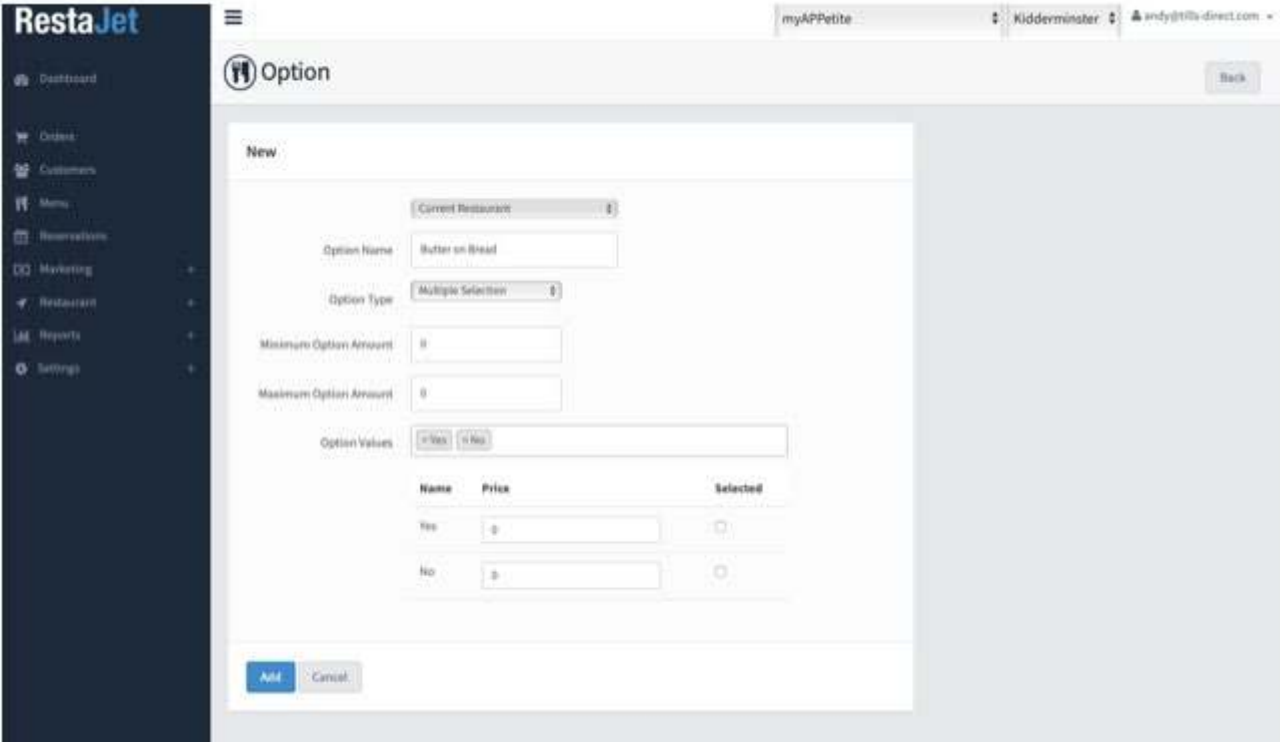
Options:

ExternalID:

Ingredient information:

Product Image:

If it is not mandatory to select an option, use the 'Multiple selection' and keep the number to zero (0) which means your customers can skip the question when using the app as follows:



RestaJet | myAPPetite | Kidderminster | info@myappetite.co.uk

Option [Back]

New

Current Restaurant: [Dropdown]

Option Name:

Option Type:

Minimum Option Amount:

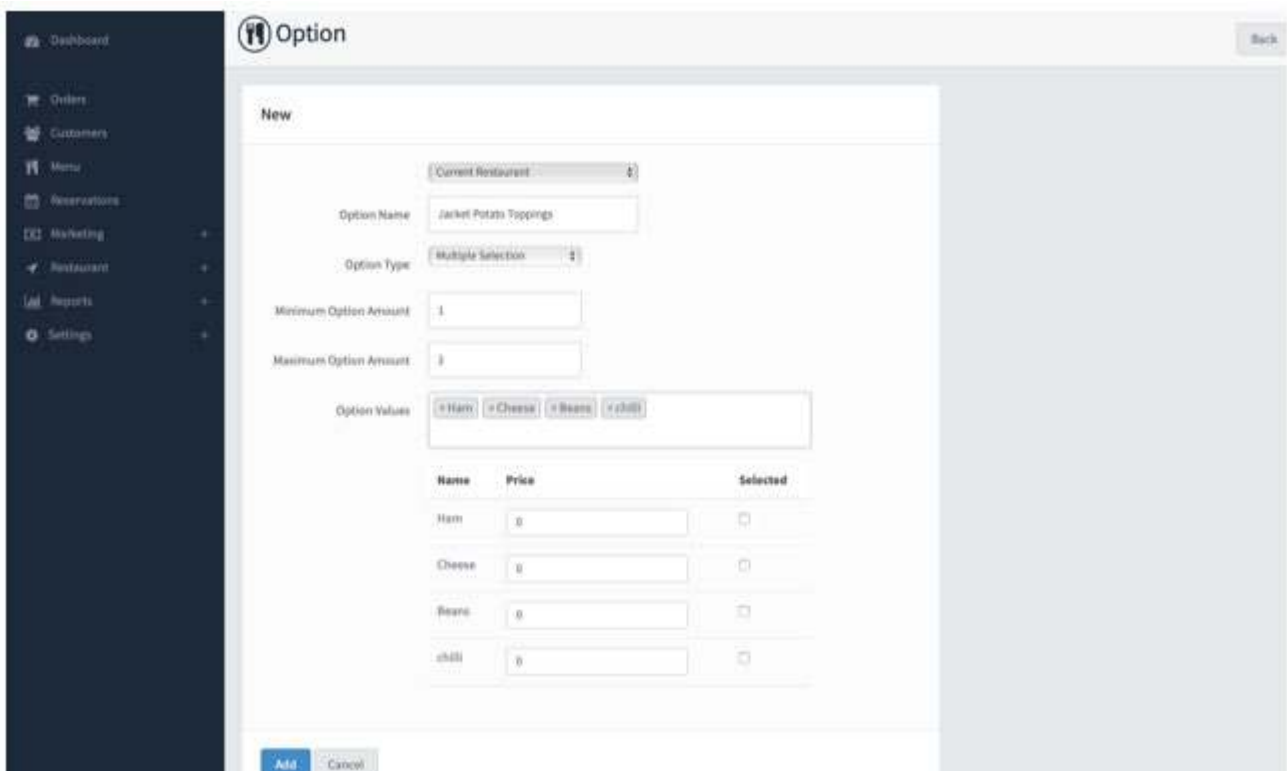
Maximum Option Amount:

Option Values:

Name	Price	Selected
No	<input type="text" value="0"/>	<input type="checkbox"/>
No	<input type="text" value="0"/>	<input type="checkbox"/>

[Add] [Cancel]

You may want your customers to select more than one option. For example, you serve 2 free toppings on a jacket potato and charge for chilli extra. In this case, you select maximum option amount as '2' See example below.



Option [Back]

New

Current Restaurant: [Dropdown]

Option Name:

Option Type:

Minimum Option Amount:

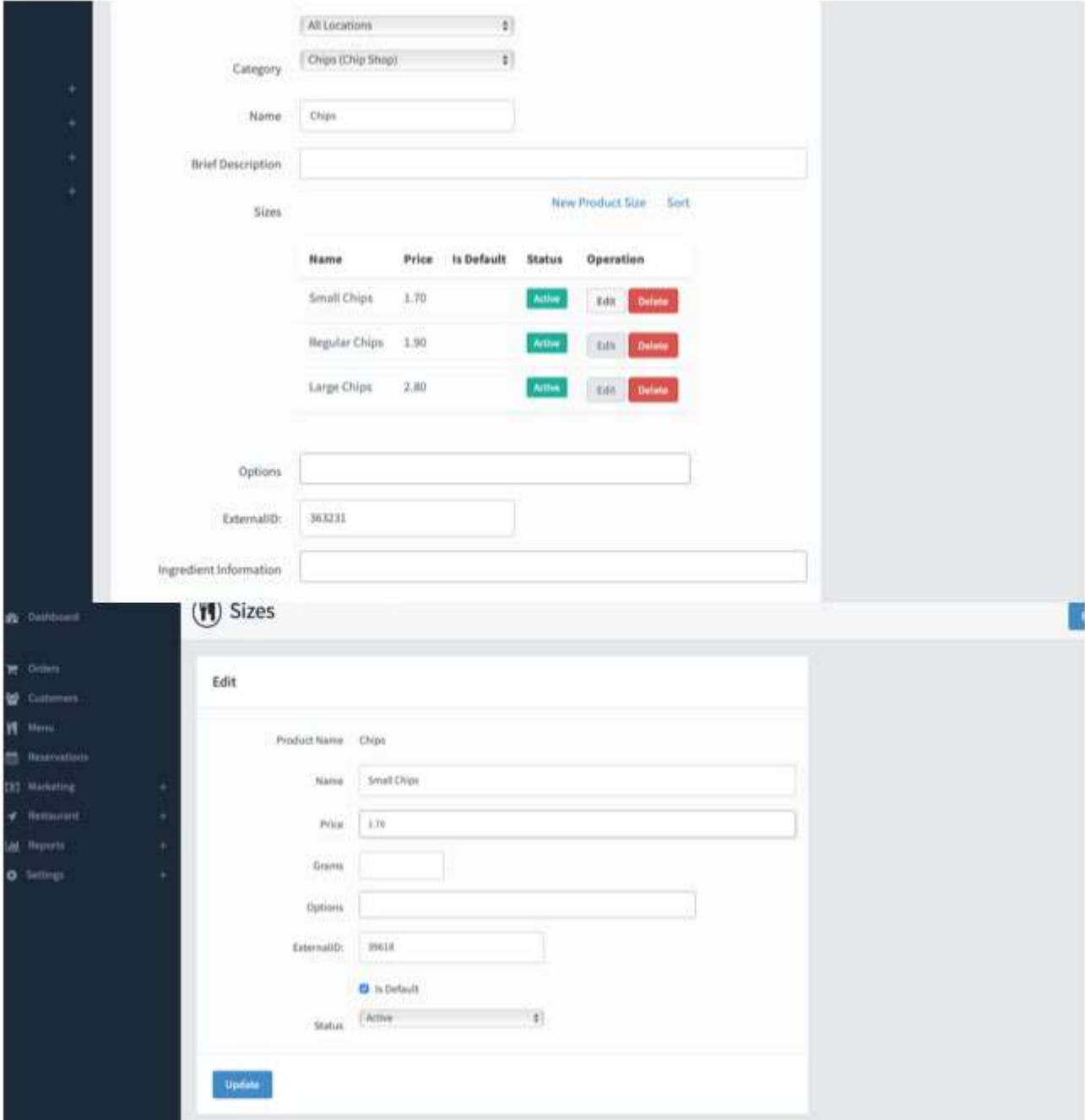
Maximum Option Amount:

Option Values:

Name	Price	Selected
Ham	<input type="text" value="0"/>	<input type="checkbox"/>
Cheese	<input type="text" value="0"/>	<input type="checkbox"/>
Beans	<input type="text" value="0"/>	<input type="checkbox"/>
Chilli	<input type="text" value="0"/>	<input type="checkbox"/>

[Add] [Cancel]

To edit an item, for example, price, image, description etc. please select the item and click 'edit'. Once you have amended the item you must click UPDATE as follows. (Please note images for your products on the App should be 440 x 360px)

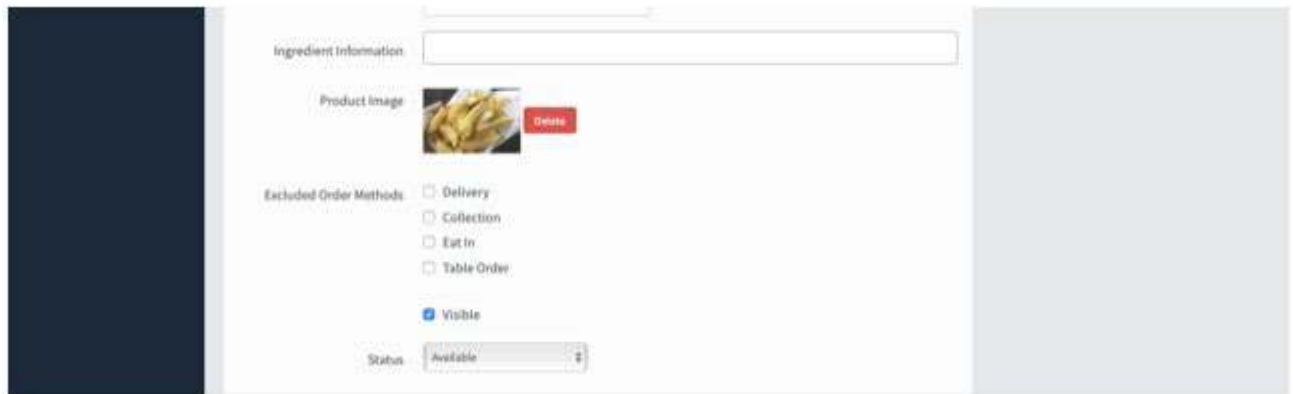


The screenshot displays the 'Edit' form for a product size in the myAPPetite system. The interface includes a sidebar with navigation options: Dashboard, Orders, Customers, Menu, Reservations, Marketing, Restaurant, Reports, and Settings. The main content area shows the 'Edit' form for a product named 'Chips'. The form fields include:

- Product Name:** Chips
- Name:** Small Chips
- Price:** 1.70
- Grams:** (empty field)
- Options:** (empty text area)
- ExternalID:** 39618
- Is Default:**
- Status:** Active

At the bottom of the form is a blue 'Update' button. The background shows a table of product sizes for 'Chips' with columns for Name, Price, Is Default, Status, and Operation. The table contains three rows: Small Chips (Price: 1.70, Status: Active), Regular Chips (Price: 1.90, Status: Active), and Large Chips (Price: 2.80, Status: Active). Each row has 'Edit' and 'Delete' buttons.

If you would like to hide an item, deselect the box that says 'Visible' as follows:



Menu Reservations

This section will not apply to your business.

Marketing

You will only use 2 of these sections initially. 'Promotion' and 'Bulk Push Notifications'

- 🔗 **Promotion** - in this section you can select the type of promotion, whether it be 'cart-based' 'product-based' or 'free delivery', whether it is a percentage (%) or fixed amount off (example: £5.00). If it is a discount on 'First Order Only' You can add dates and times that the promotion is running. The example below is how to add 10% off first order only.

Dashboard

Orders

Customers

Menu

Reservations

Marketing

Restaurant

Reports

Settings

Promotion

Back to list

Edit

Current Restaurant

Name: 10% Off Your First Order

Brief Description: 10% Off Your First Order

Promotion Type: Cart Based Promotion

Coupon Code:

Customer Class: Please select...

Once per Customer

Only First Order

Order Methods

Delivery

Collection

Eat in

Table Order

Store Type: 88

Start Date: 3/1/2021

End Date:

Days

Sunday Monday Tuesday

Wednesday Thursday Friday

Saturday

Start Time: 00:00

End Time: Please select...

Min. cart subtotal: 0.00

Discount Type: Percent

Discount Value: 10.00

Sort Order: 0

Status: Active

[Update](#) [Cancel](#)

Promotions New Sort

Branch	Name	Brief Description	Sort Order	Status	Operation
Worcestershire	10% Off Your First Order	10% Off Your First Order	0	Active	Edit Delete Reports

Start Date:

End Date:

Days: Sunday Monday Tuesday
 Wednesday Thursday Friday
 Saturday

Start Time:

End Time:

Min. cart subtotal:

Discount Type:

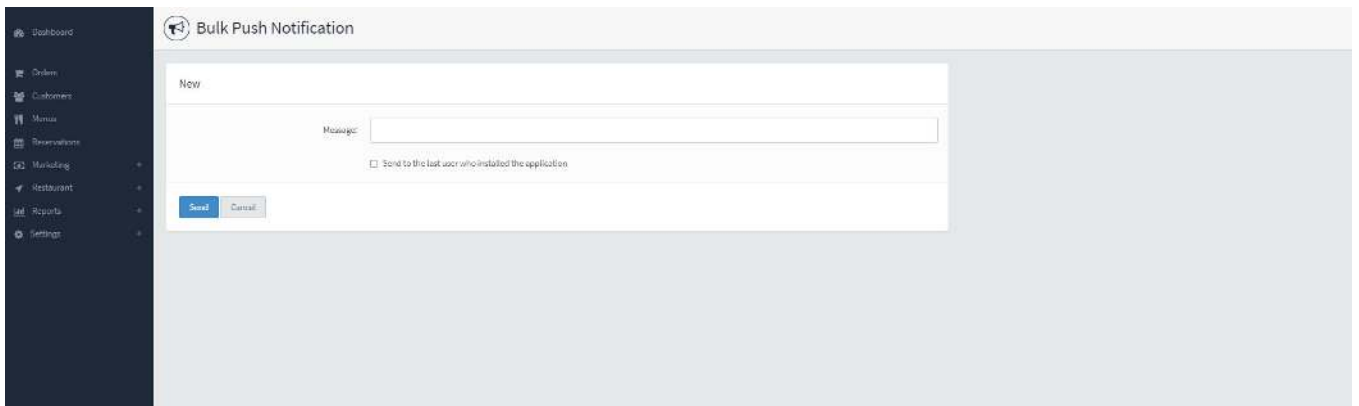
Discount Value:

Sort Order:

Status:

Add Cancel

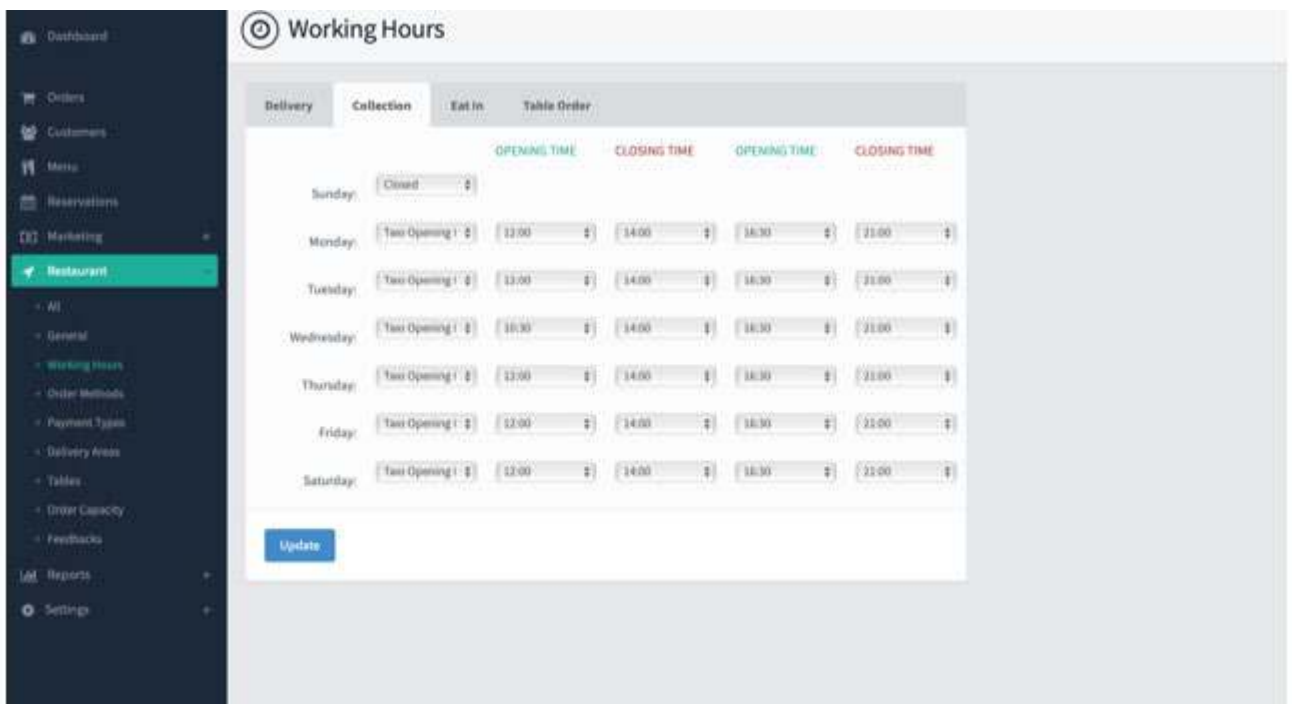
🔴 **Bulk Push Notifications:** You will select this option if you want to send a message to ALL your customers that have registered as follows. Deselect 'Send to the last user who installed the application' and input the message you want to send:

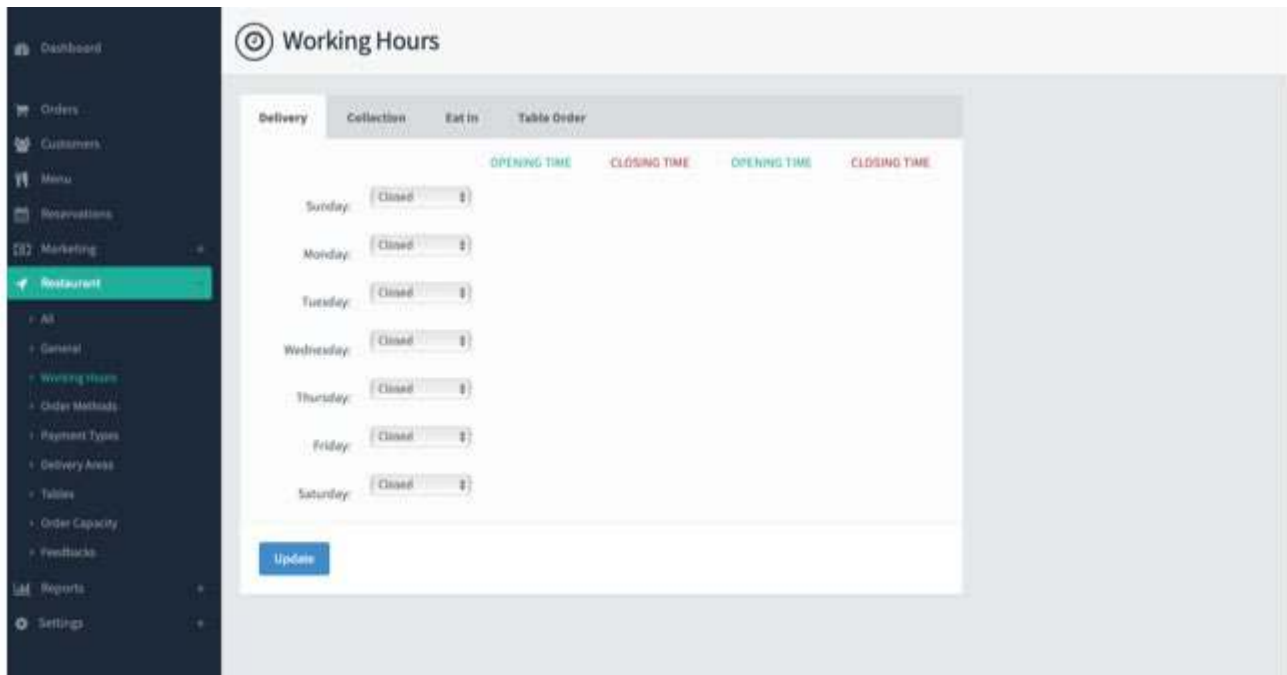


Restaurant

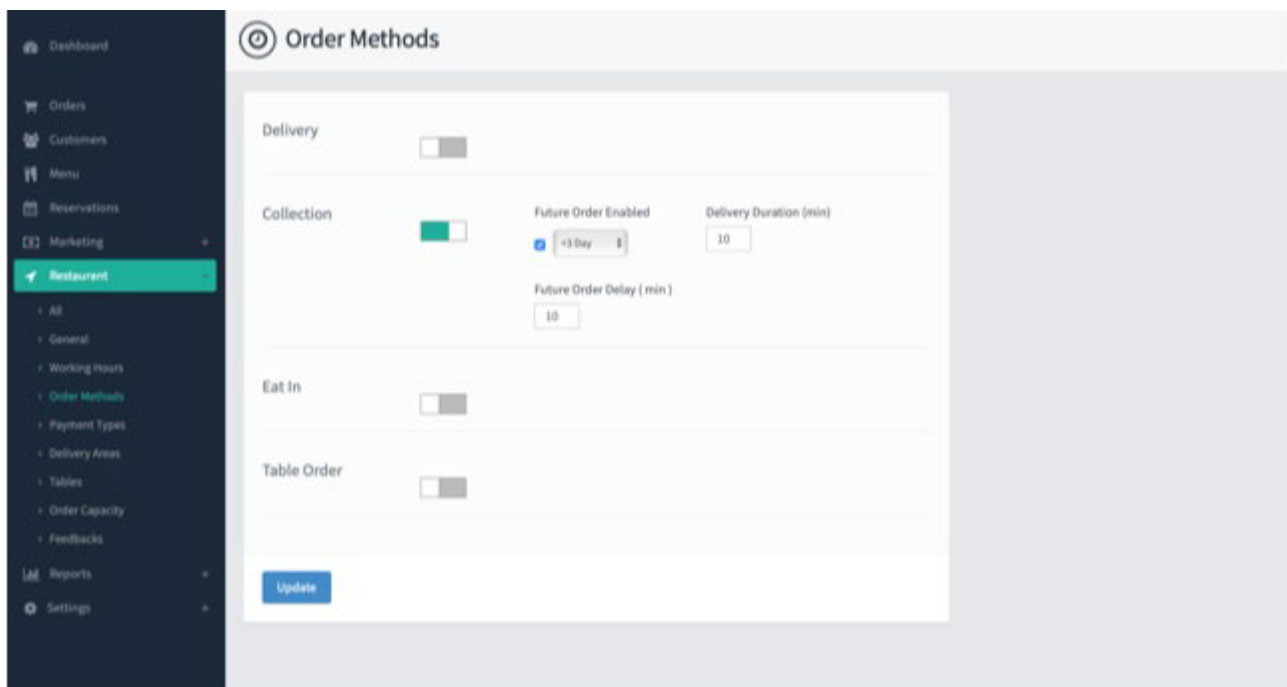
The first couple of sections are details of your business, address, telephone number etc.

- 🕒 **Opening Times:** You can select opening and closing times for 'Collection' (delivery, table order and Eat In have been disabled but if you decide to offer delivery, this can be switched on). This is where you edit the times if needed and click 'UPDATE'

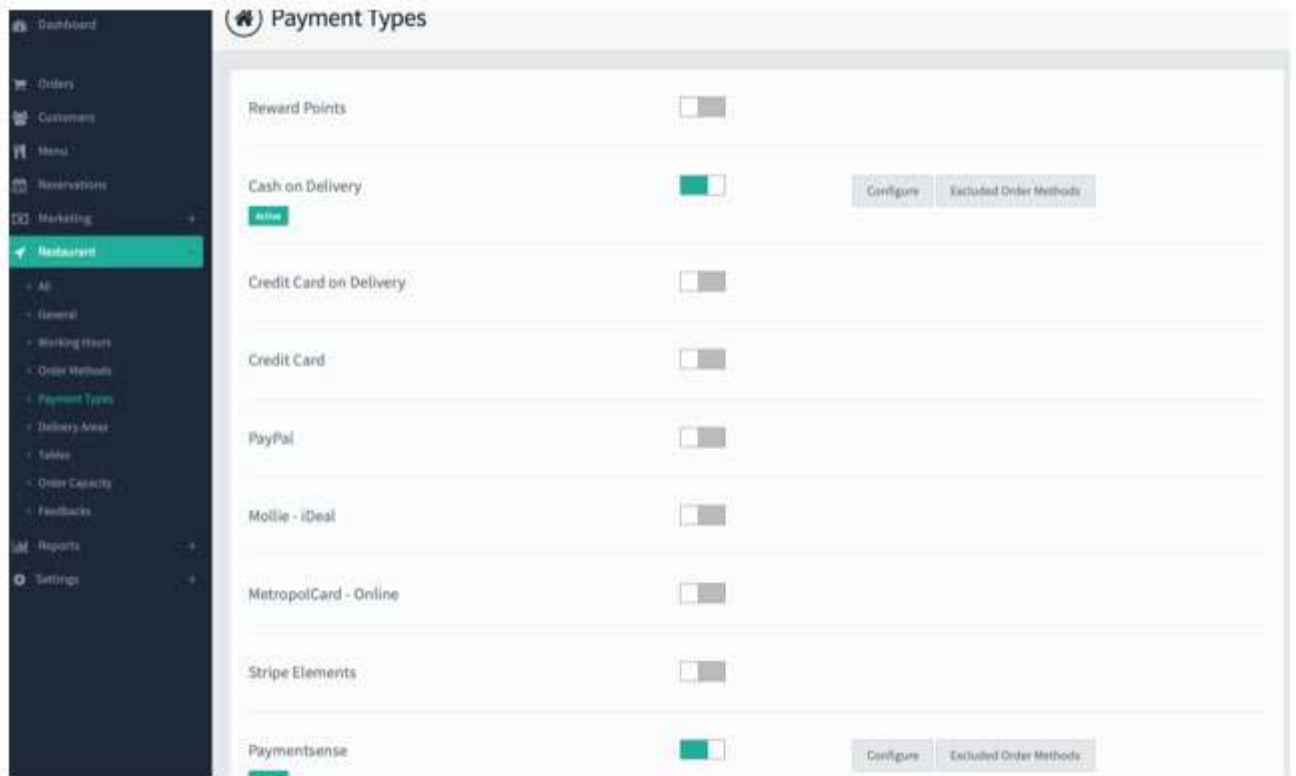




- 🔗 **Order Methods:** Delivery, Collection, Eat In Or Table Order. We have switched off Delivery, Eat In and Table Order. If you want to switch collection or delivery on or off, simply click the 'Green Button' next to it and this will work in real time. We have set your collection and delivery so customers can pre-order up to 3 days in advance. If you would like this changed, amend the days in 'Future Order Enabled' Please then select UPDATE to make any changes.



- 🔗 **Payment Types:** This section will display payment types that you are using. We recommend using stripe initially until the app is taking approx. £1500 per month and then we will introduce you to paymentsense as it is more cost effective.



- 🕒 **Delivery Areas:** This section is where you can set your delivery zones. If you want to add a delivery zone, simply select 'ADD' and then select the number of miles, minimum spend and cost of delivery as follows:

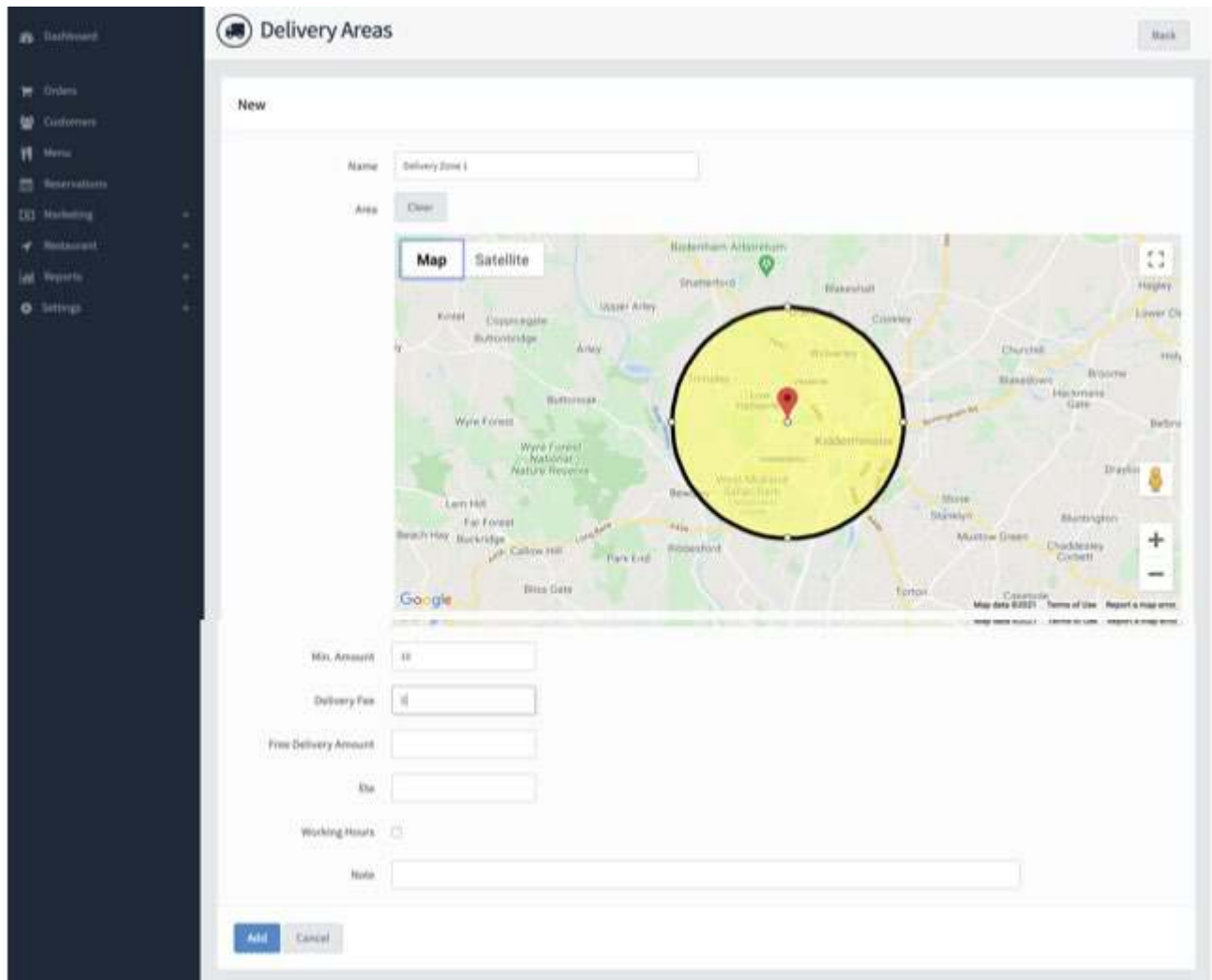


Table Ordering

Not required for your business.

Reports

There are various reports you can obtain from your dashboard, for example:

- 🔗 Order Reports
- 🔗 Top Customer
- 🔗 Best Selling Products
- 🔗 Delivery Areas
- 🔗 Reward Points
- 🔗 Online Payment Report

You can customise these reports to select daily, weekly, monthly, yearly reports for your records.

Settings

The settings section is to be used by the Technical Team only. Thank you

Your Individual Links

Please note that we will send you your links to your ordering website and links for your customers to download your app via the Apple Store and the Google Play store, so you can promote your app / online ordering.

Questions

Full training will be provided for the above on how to use your dashboard. If you have some initial enquires, please let us know as soon as possible through the WhatsApp Support Group.

At a later date if you require further training, we can come back and offer an on-site visit, provide a system check and update and offer a full in-depth refresher training at the price of £225.

If you request us to edit menus, add promotions, add push notifications or add stock imagery, prices range from £50 - £175.

If you have any issues regarding your EPOS system, please let us know via the WhatsApp Support Group and someone will be able to assist. We have remote access to your EPOS system should you have any problems.