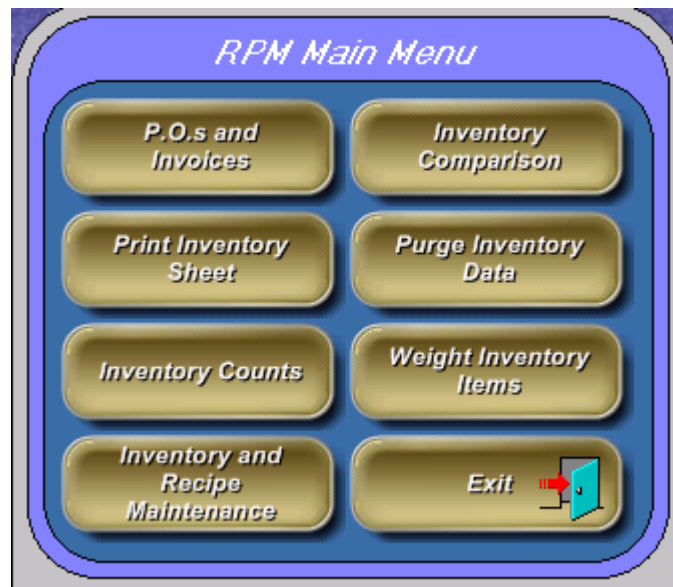




MicroSale POS

Simple, Complete Food Service System™

R.P.M. Manual



**1221 West Brandon Blvd.
Brandon FL. 33511
(813) 681-1875**

This food cost program will help with your inventory control and supply information regarding price of your menu items and show the percentage of cost. It is a very useful tool for the management of the restaurant. The initial set up is very time consuming yet the results will more than pay for the program in a very short period of time.

At the manager's menu, touch the Software Connections Menu button.



This screen will appear.



Touch R.P.M. Cost Analysis.



Before you can use all the features the RPM Cost Analysis has to offer, you must build your inventory and recipe files. It is suggested that you read through this entire manual before beginning to get an overall feel for the program. Use the following flow chart as a step-by-step guide.

FLOW CHART

STEP 1

Set up Group Names, Category Names, Vendors, and Storage Location

STEP 2

Set up Inventory Data- The price, min.level, location, and vendor must be entered

STEP 3

Set up Inventory Portions- How the product is actually used

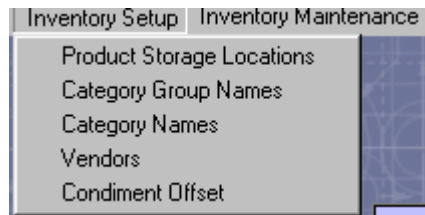
STEP 4

Set up Sub-Recipes (**OPTIONAL**)- A combination of inventory items can be set up as One item in the menu recipes

STEP 5

Set up Menu Recipes- What inventory items make up a menu item

Step 1



In the gray box at the top of the screen, touch Inventory Setup. This will set up the product locations, group names, category names, vendors, and condiment offset.

- **Product Storage Location**- The physical location of each inventory item. Such as Cooler, Freezer, Dry Storage, Front Counter, etc. This will be helpful when you print out the inventory sheet when the inventory is counted.
- **Category Group Names**- General names such as Food, Supplies, and Linen that will group the inventory in each category.
- **Category Names**- A specific category that will be assigned to the group. For Example, In a Seafood Restaurant, you may have several categories assigned to Food, such as, Fish, Seafood, or Meat. In the Supplies group, paper goods may be assigned.
- **Vendors**- All purchases should have a Vendor. The name of the Companies that the restaurant makes its purchases from.
- **Condiment offset**- A percentage of sales for the usage of condiments needs to be estimated based on past experience.

Step 2

Inventory Setup and Maintenance

All the inventory data will be added at this screen. As inventory items are added it will appear in the current inventory at the bottom of the screen.

Product	Category	Price	Purchased By	Par	Vendor	Inventory	Daily	So
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Inventory Item Data:

Product Name – Inventory Item

Category Name – The Category the item is placed

Bar Code- some locations use bar code for items

Minimum Level- (minimum inventory level) (based on history)

Reorder Qty- Minimum Order Unit (purchased by)

Select Type of Inventory Item:

Include this item in inventory-Check the box if you want to count the item in inventory

Count item daily for inventory control- Check the box if the item will be counted daily

Weight Item (Daily Tracking)-Check the box if the item is weighed by a scale, and enter the Tare Wt.

Vendor Name-Pull down the box and Select the correct Vendor that was previously setup.

Vendor Code- A code to identify the Vendor

Purchased By- Select from the choices- (How is it sold to you)

Count Broken- Select from the choices-(How it is counted individually)

Purchase Price- How it is priced from the Vendor

Count- How many are in the purchased by item

Set as Default Vendor- This box should be checked if you normally buy that product from the Vendor selected. It will automatically set that product name to that Vendor.

Save Alternates-If the product is purchased occasionally from an alternate Vendor, the product's price or the size of the case could be different and the new Vendor will be listed in the Purchase orders. The Set as Default should not be checked.

Products Located In- The location of the product must be checked in order for the item to be added to the current inventory. A product may have more than one location.

The following picture shows the inventory product *Chicken Breast* was added.

The screenshot shows the 'Inventory Setup and Maintenance' window with the following configuration for 'Chicken Breast':

- Inventory Item Data:** Product Name: Chicken Breast, Category Name: OTHER FOODS, Minimum Level: 0.50, ReOrder Qty: 1.00.
- Select Type of Inventory Item:** Include this item in inventory: ; Count item daily for inventory control: ; Weight Item (Daily Tracking): ; Tare Wt.: 0.
- Vendor Information:** Vendor Name: CISCO FOODS, Vendor Code: (empty), Purchased By: Case, Count Broken: Each, Purchase Price: 35.00, Case Count: 50.
- Set as Default Vendor:**
- Products Located In:** DRY STORAGE, FREEZER, WALKIN.
- Current Inventory Table:**

Product	Category	Price	Purchased By	Par	Vendor	Inventory	Daily	Soi
Chicken Breast	OTHER FOODS	35.00	Case	0.5	CISCO FOODS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

The item, *Chicken Breast* is purchased by the case for \$35.00 and there are 50 breasts per case.

Another item, Cod Fish is added.

The screenshot shows the 'Inventory Setup and Maintenance' window with the following configuration for 'Cod Fish':

- Inventory Item Data:** Product Name: Cod Fish, Category Name: OTHER FOODS, Minimum Level: 10.00, ReOrder Qty: 1.00.
- Select Type of Inventory Item:** Include this item in inventory: ; Count item daily for inventory control: ; Weight Item (Daily Tracking): ; Tare Wt.: 0.
- Vendor Information:** Vendor Name: CISCO FOODS, Vendor Code: (empty), Purchased By: Case, Count Broken: Pound, Purchase Price: 120.00, Case Count: 50.
- Set as Default Vendor:**
- Products Located In:** DRY STORAGE, FREEZER, WALKIN.
- Current Inventory Table:**

Product	Category	Price	Purchased By	Par	Vendor	Inventory	Daily	Soi
Chicken Breast	OTHER FOODS	50.00	Case	0.5	CISCO FOODS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Cod Fish	OTHER FOODS	120.00	Case	10	CISCO FOODS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Cod Fish is purchased by the case. It is a 50lb. Case that sells for \$120.00.

Step 3

The next step in the process is Inventory Portions.

Inventory Portion Control	
Product Name	Cod Fish
Purchase Price	120.00
Case Count	50
Portion Control Data	
Portion Item By	
Total Portions	0.00
Waste Percentage	0
Portion Cost	0

In the pull down window, select the product name. I will use Cod Fish. The purchase price and the case count automatically are assigned from the inventory in the yellow area. I am going to portion the item by the ounce. You have to be knowledgeable with the product. The total portions would be (50lb. X 16oz = 800) I know from past experience that the waste percentage is 20%. The portion cost is then figured for you with the waste percentage taken into account. In this example, it costs .1875 per ounce of Cod Fish.

Inventory Portion Control	
Product Name	Cod Fish
Purchase Price	120.00
Case Count	50
Portion Control Data	
Portion Item By	Oz
Total Portions	800
Waste Percentage	20
Portion Cost	0.1875

In this example, the portion cost for Chicken Breast is \$1.00.

Another aspect of inventory portion control is setting up how the product is used. For example, *Mayonnaise*- Mayonnaise is used in tartar sauce and is used by the gallon. There are 4 gallons in a case and each gallon is \$4.00. This will be used later in sub-recipes.

Inventory Portion Control	
Product Name	Chicken Breast
Purchase Price	50.00
Case Count	50
Portion Control Data	
Portion Item By	Each
Total Portions	50
Waste Percentage	0
Portion Cost	1.0000

Step 4

Sub-Recipes--- This is an optional step in the process. It is very useful when an item is made in the restaurant from a few inventory items. For example, *Tarter Sauce*. The recipe calls for mayonnaise, onion, and relish. You pull from the inventory that was set up in inventory portions. Touch Sub-Recipes in Inventory Maintenance. This screen will appear.

The screenshot shows the 'Sub Recipe' window with the following fields:

- Recipe Name: [Empty dropdown]
- Recipe Yields: [Empty dropdown]
- Recipe Cost: [Empty text box]
- Recipe Yield: [Empty text box]
- Unit Cost: [Empty text box]

The 'Recipe List' table is empty:

Inventory Item	Price	Inv. Portion	Total	Recipe Uses	Qty Used	Cost	Yields
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To make tarter sauce as a sub-recipe, Type in Tarter Sauce next to recipe name. In the recipe yield box pull down a selected yield. In this example the yield is gallon.

The screenshot shows the 'Sub Recipe' window with the following fields:

- Recipe Name: Tarter Sauce
- Recipe Yields: Gallon
- Recipe Cost: 0.0000
- Recipe Yield: 0.0000
- Unit Cost: 0.0000

The 'Recipe List' table is populated with the following data:

Inventory Item	Price	Inv. Portion	Total	Recipe Uses	Qty Used	Cost	Yields
Mayonnaise	16.00	Gallon		4		0.0000	0.0000
French Fries							
Green Beans							
Hamburger							
Cod Fish							
Hush Puppies							
Mayonnaise							
Onions							
Dill Relish							

To make the sub-recipe, go to the inventory item box. In the pull down box select mayonnaise from the inventory list. Double Click it. The price and the portion will come up automatically when the price box is clicked with the left mouse button. The way mayonnaise is used in the recipe needs to be inserted in the recipe uses column. The recipe uses 3 gallons of mayonnaise. Select gallon under *Recipe Uses* and type in 3 under *Qty Used* and press enter. The cost and yield will automatically be figured for you. Please note the recipe data changes as inventory is entered. Please note: If any inventory item is entered in error. Please highlight the inventory item and right click the mouse button to remove. If you would like to remove the Sub-Recipe press *delete* at the top gray area.

The screenshot shows the 'Sub Recipe' window with the following fields:

- Recipe Name: Tarter Sauce
- Recipe Yields: Gallon
- Recipe Cost: 12.0000
- Recipe Yield: 3.0000
- Unit Cost: 4.0000

The 'Recipe List' table is updated with the following data:

Inventory Item	Price	Inv. Portion	Total	Recipe Uses	Qty Used	Cost	Yields
Mayonnaise	16.00	Gallon		4	Gallon	12.0000	3.0000

I will finish adding onions and dill relish to the recipe.

The 'Sub Recipe' window displays the following data:

Recipe Name		Recipe Data	
Recipe Name	Tarter Sauce	Recipe Cost	21.0000
Recipe Yields	Gallon	Recipe Yield	4.0156
		Unit Cost	5.2296

Recipe List							
Inventory Item	Price	Inv. Portion	Total	Recipe Uses	Qty Used	Cost	Yields
Mayonaise	16.00	Gallon		4	Gallon	3	12.0000
Onions	12.00	Each	6	Each	2	4.0000	2.0000
Dill Relish	20.00	Gallon	4	Gallon	1	5.0000	1.0000

The recipe data shows that the recipe costs \$21.00 to make and it yields 4.0156 gallons.
The cost per gallon is \$5.2296.

Step 5

Menu Recipes---This is the final step in the setup procedure. At this screen you will take all the inventory items and make the recipe for each menu item..

The 'Menu Recipes' window displays the following fields:

- Menu Item: [Empty dropdown]
- Sale Price: 0.00
- Target %: 0.00
- Menu Item Cost: 0.00
- Target Price: 0.00
- Item Cost %: 0.00
- Count as Customer:
- # of Customers: 0

Recipe List						
Inventory Item	Price	Inv. Portion	Total	Recipe Uses	Qty Used	Cost
[Empty]						

Use the pull down box and highlight the menu item. The sale price will appear in the Sale Price box. Check the *Count of Customer* box to get an accurate average sale per customer. You would not check the box if the menu item does not represent a customer. For example, an order of french fries may be a add-on to an order but shouldn't be counted as a customer. A Family Pack of Fish may represent more than one customer. It may represent 4 customers.

In the following example, I will show how my first menu item is added in the menu recipes. 2 Pc. Fish Dinner. Select the 2Pc. Fish Dinner in the pull down list under menu item. The Sale price of the menu item will appear. I counted the item as 1 customer. Next select all the inventory items that make up the 2pc.Fish Dinner. The Price, Inv. Portion and Total will automatically be added when you click the price column. The quantity that the recipe uses will need to be added for each inventory item.

The 'Menu Recipes' window displays the following data:

- Menu Item: 2 Pc. Fish Dinner
- Sale Price: 3.39
- Target %: 0.00
- Menu Item Cost: 0.0000
- Target Price: 0.00
- Item Cost %: 7.9646
- Count as Customer:
- # of Customers: 1

Recipe List						
Inventory Item	Price	Inv. Portion	Total	Recipe Uses	Qty Used	Cost
Cod Fish	120.00	Oz	800			0.0000
French Fries	12.00	Oz	480			0.0000
Cole Slaw	0.12	Portion	2.00	Portion		0.0000
Hush Puppies	10.00	Each	600			0.0000

When you enter the quantity that the recipe uses for each inventory item, the cost will be figured. The total Menu Item Cost and Item Cost % will be shown in the purple area of the screen. In this example, the 2 Pc. Fish Dinner costs .87 cents to produce, and the cost % is 25.6637.

The screenshot shows the 'Menu Recipes' window with the following fields and values:

- Menu Item: 2 Pc. Fish Dinner
- Count as Customer: # of Customers: 1
- Sale Price: 3.39
- Menu Item Cost: 0.8700
- Item Cost %: 25.6637
- Target %: 0.00
- Target Price: 0.00

Inventory Item	Price	Inv. Portion	Total	Recipe Uses	Qty Used	Cost
Cod Fish	120.00	Oz	800	Oz	4.00	0.6000
French Fries	12.00	Oz	480	Oz	4.75	0.1188
Cole Slaw	0.12	Portion	2.00	Portion	1.00	0.1200
Hush Puppies	10.00	Each	600	Each	2.00	0.0333

If you do not have a Sale Price for the menu item and know the target % that you want the cost to be, the program will figure the target price for you

The screenshot shows the 'Menu Recipes' window with the following fields and values:

- Menu Item: 2 Pc. Fish Dinner
- Count as Customer: # of Customers: 1
- Sale Price: 0.00
- Menu Item Cost: 0.8700
- Item Cost %: 0.00
- Target %: 30.00
- Target Price: 2.90

Inventory Item	Price	Inv. Portion	Total	Recipe Uses	Qty Used	Cost
Cod Fish	120.00	Oz	800	Oz	4.00	0.6000
French Fries	12.00	Oz	480	Oz	4.75	0.1188
Cole Slaw	0.12	Portion	2.00	Portion	1.00	0.1200
Hush Puppies	10.00	Each	600	Each	2.00	0.0333

For Example, this screen shows with a 30% target cost, \$2.90 Sale Price needs to be charged as shown in the target price. This feature is useful when a new dinner is created and you do not know what to charge the customer.

The *Save Sort Order* button is designed to save the sort that was placed on inventory items. By default, the sort is 0 and the inventory will be sorted alphabetically or by location alphabetically. This feature was added to make counting the inventory easier. If a shelf has canned goods and they are stored such as green beans, white beans, navy beans, and corn. If you sort the items 1, 2, 3, 4; the program will keep the order as numbered rather than alphabetically. These numbers are inserted in the last column of the current inventory. Make sure the *Save Sort Button* is touched and it will save the order.

This completes the Inventory Maintenance area of the program.

Server Setup

Server Setup

Touch the server setup button at the top right side of the screen. The location name is used for multiple inventories. If sequel server is used, this product has the ability to operate through a high-speed Internet connection. Scale Port is where the scale is connected to the computer (Com Port)

The screenshot shows a window titled "SQL Server Setup" with a menu bar containing "Exit", "Save", "Set Default", and "Location Names". The main area is a blue rounded rectangle containing the following fields:

- Server Name: A text input field.
- Enable SQL: A checkbox.
- Path To Files: A text input field.
- Location Name: A dropdown menu with "ALL" selected.
- Enable Price Averaging: A checkbox.
- Scale Port: A dropdown menu.

If Inventory Averaging is desired, check the *Enable Price Averaging* box. This will now average the price of your inventory based on weighted averages. Make sure you touch *Save* before exiting and you must exit out of RPM. When RPM is started again, the price averaging method will be displayed at the bottom of the screen after the copyright. This will let you know that price averaging is in effect.

P.O.s and Invoices

The next section will explain how to create Purchase Orders and enter Invoices.

The screenshot shows a window titled "Purchase Orders" with a menu bar containing "Load New Order", "Misc Purchase", "Print Order", "Order Received", and "Exit". The main area contains the following fields and buttons:

- Vendor Name: A dropdown menu.
- Order Date: A text input field with "04/12/2005" entered.
- Delete Order: A red button.
- P.O. Number: A dropdown menu.
- Clear Order Guide: A yellow button.
- Invoice Number: A dropdown menu.
- Delivery Date: A text input field.
- Save P.O.: A green button.
- Product Name, Price, On Hand, Minimum, Needed, Extension, Received, Item Cost: A table with multiple rows.
- BURGERS, OTHER FOODS, PRODUCE: A list of items with up/down arrows.
- Purchase Order: A text input field with "0.00" entered.
- Invoice Total: A text input field with "0.00" entered.

Purchase Orders

Select the Vendor. The inventory items that were set up in inventory maintenance will be listed as well as the price and the par value of each item. Enter a P.O. Number and a Delivery Date. The Delivery Date automatically is 2 days after the Order Date. If this is not correct, insert the correct date.

Purchase Orders

Vendor Name: CISCO FOODS Order Date: 02/24/03
P.O. Number: 224 Delivery Date: 02/26/03
Invoice Number:

Buttons: Load New Order, Misc Purchase, Print Order, Order Received, Exit, Delete Order, Clear Order Guide, Save P.O.

Product Name	Price	On Hand	Par	Needed	Extention	Received	Item Cost
Cod Fish	120.00		10				
Dill Relish	20.00		1				
French Fries	12.00		10				
Green Beans	12.00		1				
Hamburger	10.00		20				
Hush Puppies	10.00		2				
Mayonaise	16.00		4				
Onions	12.00		1				
Slaw Cabbage	14.00		4				
Slaw Dressing	20.00		4				
Sugar Ind.	10.00		1				

Summary: FISH 0.00, MEAT 0.00, OTHER FOODS 0.00. Purchase Order: 0.00, Invoice Total: 0.00

Enter an On Hand amount for the products listed. As you can see, the needed amount will be figured for you based on the Par. If you want to change the *Needed* amount, you may enter a different amount. The extension will be completed for you and the total Purchase Order will be listed in the purple box.

Purchase Orders

Vendor Name: CISCO FOODS Order Date: 02/24/03
P.O. Number: 224 Delivery Date: 02/26/03
Invoice Number:

Buttons: Load New Order, Misc Purchase, Print Order, Order Received, Exit, Delete Order, Clear Order Guide, Save P.O.

Product Name	Price	On Hand	Par	Needed	Extention	Received	Item Cost
Cod Fish	120.00	5	10	5	600.00		0.00
Dill Relish	20.00	1	1	0	0.00		0.00
French Fries	12.00	5	10	5	60.00		0.00
Green Beans	12.00	0	1	1	12.00		0.00
Hamburger	10.00	11	20	9	90.00		0.00
Hush Puppies	10.00	2	2	0	0.00		0.00
Mayonaise	16.00	3	4	1	16.00		0.00
Onions	12.00	1	1	0	0.00		0.00
Slaw Cabbage	14.00	2	4	2	28.00		0.00
Slaw Dressing	20.00	2	4	2	40.00		0.00
Sugar Ind.	10.00	0	1	1	10.00		0.00

Summary: FISH 600.00, MEAT 90.00, OTHER FOODS 166.00. Purchase Order: 856.00, Invoice Total: 0.00

When the purchase order is complete, touch the green *Save P.O.* button.

put in an invoice number. I touched received column and the invoice total became \$5.00. Touch the purple *Order Received* button and it will be saved and posted as an invoice. If a price is changed, the program will save the last price.

The yellow *Print Order* button can be touched to see the order on the screen and print it to the printer if needed.

If an invoice or purchase was entered in error, select the red *Delete Order* button at the top right and that number will be deleted. It will always ask if you are sure you want the order deleted before it is done.

Inventory Counts

Enter Inventory Counts

Select Inventory Dates		load Inventory		Inventory Totals						
Beginning Inventory Date	Ending Inventory Date	<input checked="" type="radio"/> Load By Location	Beginning	166.00	Ending	0.00				
02/24/2003	02/25/2003	<input type="radio"/> Load Alphabetically	Purchased	392.00	Usage	558.00				
Inventory Data										
Item Name	Price	Whole	Quantity	Broken	Quantity	Beginning	Purchased	Ending	Usage	Loc
Cod Fish	120.00	Case	0.00	Pound	0.00	120.00	120	0.00	240.00	CO
Dill Relish	20.00	Case	0.00	Gallon	0.00	0.00	40	0.00	40.00	CO
Onions	12.00	Case	0.00	Bag	0.00	0.00	24	0.00	24.00	CO
Slaw Cabbage	14.00	Case	0.00	Bag	0.00	0.00	28	0.00	28.00	CO
Slaw Dressing	20.00	Case	0.00	Gallon	0.00	20.00	40	0.00	60.00	CO
Tarter Sauce	21.00	Gallon	0.00	Gallon	0.00	0.00	0.00	0.00	0.00	CO
Green Beans	12.00	Case	0.00	Can	0.00	0.00	24	0.00	24.00	DR
Hush Puppies	10.00	Box	0.00	Bag	0.00	0.00	20	0.00	20.00	DR
Mayonaise	16.00	Case	0.00	Gallon	0.00	16.00	32	0.00	48.00	DR
Sugar Ind.	10.00	Case	0.00	Each	0.00	0.00	20	0.00	20.00	DR
Cod Fish	120.00	Case	0.00	Pound	0.00	0.00	0.00	0.00	0.00	FRI
French Fries	12.00	Case	0.00	Pound	0.00	0.00	24	0.00	24.00	FRI
Hamburger	10.00	Case	0.00	Each	0.00	10.00	20	0.00	30.00	FRI

This is the screen where you enter your ending inventory. The counts can be taken by the whole and broken cases. The inventory was previously set up in inventory maintenance and the price, case, and counts were entered. The beginning inventory date is the previously entered ending inventory date by default. The ending inventory date by default is today's date. The pull down box under each date can give you date ranges if past inventories need to be viewed. The inventory can be loaded by location or alphabetically. This example will be by location. The inventory totals are as follows:

\$166.00 Beginning Inventory, \$392.00 in purchases, and the usage is \$558.00. We are now ready to enter the ending inventory.

Item Name	Price	Whole	Quantity	Broken	Quantity	Beginning	Purchased	Ending	Usage
Cod Fish	120.00	Case	1.00	Pound	10.00	120.00	120	144.00	96.00

In this example, I have 1 case and 10 pounds of Cod Fish. I had entered purchases previously (P.O's and Invoices) and had \$120.00 in Cod Fish purchases. The dollar

amount of 1 case and 10 pounds is \$144.00. This was automatically extended for you. The new usage is \$96.00. Continue entering the ending inventory.

Select Inventory Dates		Load Inventory	Inventory Totals	
Beginning Inventory Date	Ending Inventory Date	<input checked="" type="radio"/> Load By Location	Beginning	Ending
02/24/2003	02/25/2003	<input type="radio"/> Load Alphabetically	166.00	184.41
			Purchased	Usage
			392.00	373.59

Inventory Data										
Item Name	Price	Whole	Quantity	Broken	Quantity	Beginning	Purchased	Ending	Usage	Lot
Cod Fish	120.00	Case	1.00	Pound	10.00	120.00	120	144.00	96.00	CO
Dill Relish	20.00	Case	0.00	Gallon	0.00	0.00	40	0.00	40.00	CO
Onions	12.00	Case	0.00	Bag	0.00	0.00	24	0.00	24.00	CO
Slaw Cabbage	14.00	Case	0.00	Bag	0.00	0.00	28	0.00	28.00	CO
Slaw Dressing	20.00	Case	1.00	Gallon	0.00	20.00	40	20.00	40.00	CO
Tarter Sauce	21.00	Gallon	0.00	Gallon	0.00	0.00	0.00	0.00	0.00	CO
Green Beans	12.00	Case	0.00	Can	0.00	0.00	24	0.00	24.00	DR
Hush Puppies	10.00	Box	1.00	Bag	0.00	0.00	20	10.00	10.00	DR
Mayonaise	16.00	Case	0.00	Gallon	0.00	16.00	32	0.00	48.00	DR
Sugar Ind.	10.00	Case	0.00	Each	1	0.00	20	0.01	19.99	DR
Cod Fish	120.00	Case	0.00	Pound	0.00	0.00	0.00	0.00	0.00	FRI
French Fries	12.00	Case	0.00	Pound	1.00	0.00	24	0.40	23.60	FRI
Hamburger	10.00	Case	1.00	Each	0.00	10.00	20	10.00	20.00	FRI

With the inventory entered, the new inventory totals are at the top right. You can change the counts if any are entered incorrectly. You must backspace over the number to remove the error. When everything is correct you are now ready to run the costs.

Touch Run Cost at the top of the screen.

Exit Save Run Cost Purge Old Inventory Data

When you highlight and enter *Run Cost*, the inventory will be saved, and a report will appear on the screen.

You can now print the report by touching the *Print* button.

Costing Period : 02/24/2003 To 02/25/2003

Report Date : 02/25/2003
Time : 02:08 PM

Item Name	Item Cost	On Hand	Quantity	Location
Cod Fish	\$120.00	1.00	10.00	COOLER
Dill Relish	\$20.00	0.00	40.00	COOLER
Onions	\$12.00	0.00	24.00	COOLER
Slaw Cabbage	\$14.00	0.00	28.00	COOLER
Slaw Dressing	\$20.00	1.00	40.00	COOLER
Tarter Sauce	\$21.00	0.00	0.00	COOLER
Green Beans	\$12.00	0.00	24.00	DRY STORAGE
Hush Puppies	\$10.00	1.00	20.00	DRY STORAGE
Mayonaise	\$16.00	0.00	32.00	DRY STORAGE
Sugar Ind.	\$10.00	0.00	20.00	DRY STORAGE
Cod Fish	\$120.00	0.00	0.00	FREEZER
French Fries	\$12.00	0.00	24.00	FREEZER
Hamburger	\$10.00	1.00	20.00	FREEZER
Beginning Cost	Dollars	Percentage		
MEAT	\$120.00	\$120.00		
MEAT	10.00	%10.00		
OTHER FOODS	20.00	%20.00		
Purchase Cost	Dollars	Percentage		
MEAT	120.00	%120.00		
MEAT	20.00	%20.00		
OTHER FOODS	20.00	%20.00		
Ending Cost	Dollars	Percentage		
MEAT	144.00	%144.00		
MEAT	10.00	%10.00		
OTHER FOODS	20.00	%20.00		
Category Cost	Dollars	Percentage		
MEAT	154.00	%154.00		
MEAT	20.00	%20.00		
OTHER FOODS	20.00	%20.00		
Group Cost Information	Dollars	Percentage		
FOOD	373.64	%373.64		
LINEN	0.00	%0.00		
SUPPLIES	0.00	%0.00		
Total Cost	373.64	373.64		

Cost are based on Sales of 141.00

Inventory Comparisons

Inventory Comparison

This is used when a daily inventory is counted of certain key items. It will figure the ideal usage and On Hand amount and run a comparison. To do this, Select the dates of the comparison, then touch Load Inventory, and then touch the Run Comparison button. A report can be printed if desired.

Print Inventory Sheet

Print Inventory Sheet

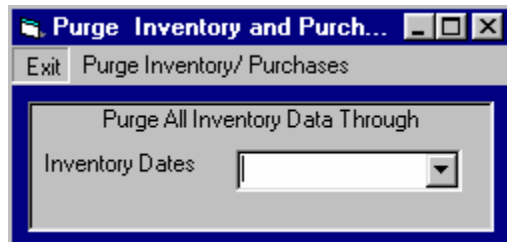
When the inventory is counted, an inventory sheet can be printed out. This makes counting very easy because the inventory is listed by location.

Inventory Printout

Location COOLER					
Cod Fish	120.00	Case	_____	Pound	_____
Dill Relish	20.00	Case	_____	Gallon	_____
Onions	12.00	Case	_____	Bag	_____
Slaw Cabbage	14.00	Case	_____	Bag	_____
Slaw Dressing	20.00	Case	_____	Gallon	_____
Tarter Sauce	21.00	Gallon	_____	Gallon	_____
Location DRY STORAGE					
Green Beans	12.00	Case	_____	Can	_____
Hush Puppies	10.00	Box	_____	Bag	_____
Mayonaise	16.00	Case	_____	Gallon	_____
Sugar Ind.	10.00	Case	_____	Each	_____
Location FREEZER					
Cod Fish	120.00	Case	_____	Pound	_____
French Fries	12.00	Case	_____	Pound	_____
Hamburger	10.00	Case	_____	Each	_____

Purge Inventory Data

Purge Inventory Data



At this screen, all inventories can be purged through different inventory dates. You should do this to remove old inventory that is no longer needed.

Theoretical Cost

Theoretical Cost

A theoretical cost can be run daily, week to date, or a date range. The program will show the inventory items that were used and the cost of those items. It will tabulate the total cost and show the percentages based on net sales. The total customer count as well as the average sale per customer will be printed at the bottom of the report.



Inventory Depletion For :

Report Date : 10/13/2003
Time : 02:06 PM

Item Name	Cost	Usage	Used by	On Hand
FISH (HOKI)	88.35	57.00	Pound	
BATTER MIX	8.98	0.36	Case	
PUP MIX	2.20	0.12	Case	
CHOPPED ONIONS	2.02	0.12	Case	
CABBAGE	8.00	0.50	Case	
SLAW DRESSING	4.49	0.25	Case	
FRIES	11.11	0.83	Case	
Department Totals				
BAKERY	\$0.00	%0.00		
COD	\$0.00	%0.00		
FISH (HOKI)	\$88.35	%15.26		
FRIES	\$11.11	%1.92		
GENERAL FOODS	\$25.69	%4.44		
LINEN	\$0.00	%0.00		
MEAT & CHIX	\$0.00	%0.00		
PRODUCE	\$0.00	%0.00		
SEAFOOD	\$0.00	%0.00		
SUPPLIES	\$0.00	%0.00		
Group Totals				
FOOD	\$125.15	%21.62		
LINEN	\$0.00	%0.00		
SUPPLIES	\$0.00	%0.00		
Total Cost		\$125.15		
Total Percent of Cost		%21.62		
Net Sales		\$579.00		
Customer Count for this analysis		100		
Average sale per customer		\$5.79		

The last item under theoretical cost is Plate Cost. This report gives the menu item, the price of that menu item, the cost, and the percentage of cost.

Report Date : 10/13/2003
Time : 03:15 PM

Item Name	Price	Cost	Perc Cost
1 Bread Stick	\$0.35	\$0.09	25.74
1 Hush Puppy	\$0.20	\$0.02	10.55
10 PC Fish Only	\$9.99	\$2.43	24.36
20 Pc Chicken Pl	\$15.99	\$6.44	40.26
24 pc Shrimp	\$3.99	\$2.64	66.12
2 PC Dinner	\$4.29	\$0.76	17.83
3 PC Dinner	\$4.99	\$1.01	20.20
3 Shrimp	\$1.09	\$0.43	39.30
Add Chicken	\$0.99	\$0.30	30.73
Add Crab	\$1.09	\$0.37	33.57
Add Crunchy Fish	\$1.09	\$0.24	22.32
Add Fish	\$1.09	\$0.24	22.32
Add Shrimp	\$0.59	\$0.14	24.20
Baked Fish Dinner	\$5.79	\$1.33	22.89