

## Table Planner

### Introduction:

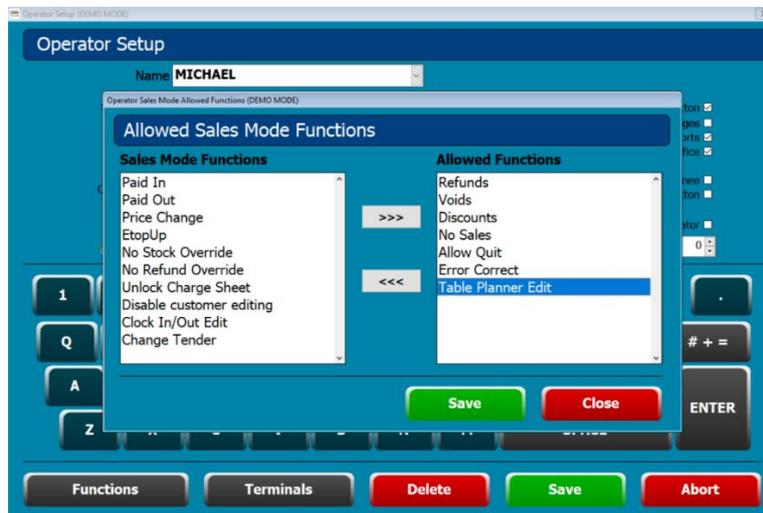
Table Planner allows you to set up a screen showing the floor layout and tracks what stage each table is on. Each time a table is opened a pop-up screen will show to select the course when storing the table. The courses are set up with their own individual colours to give full visibility of what stage each table is up to.

### Licence

The Table Planner licence module is required to enable the Table Planner option.

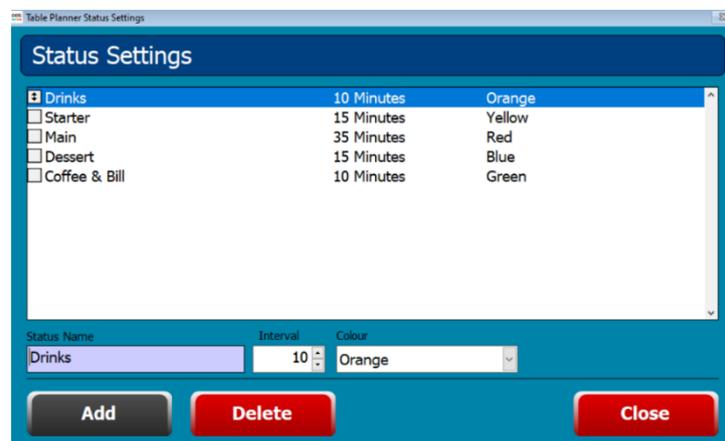
### Operator Setting

Set up at least one operator with the **Table Planner Edit** function as that is required to configure or make changes to the Table Planner layout in sales mode.



### Table Statuses

The table status setting are found in the charge sheet section in the back office settings. Each status should be set with its own colour and set the number of minutes before table planner will start an alert if the table has not been updated in the time set between courses.

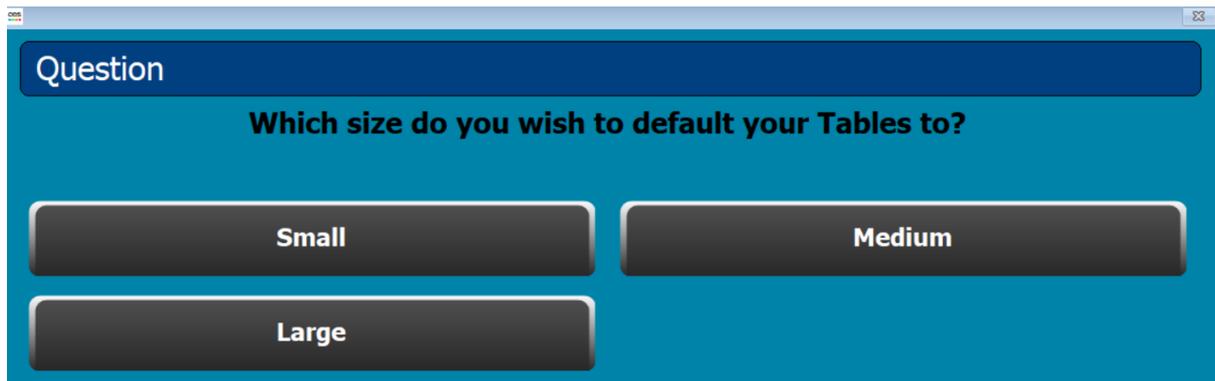


### Table Planner Button commands

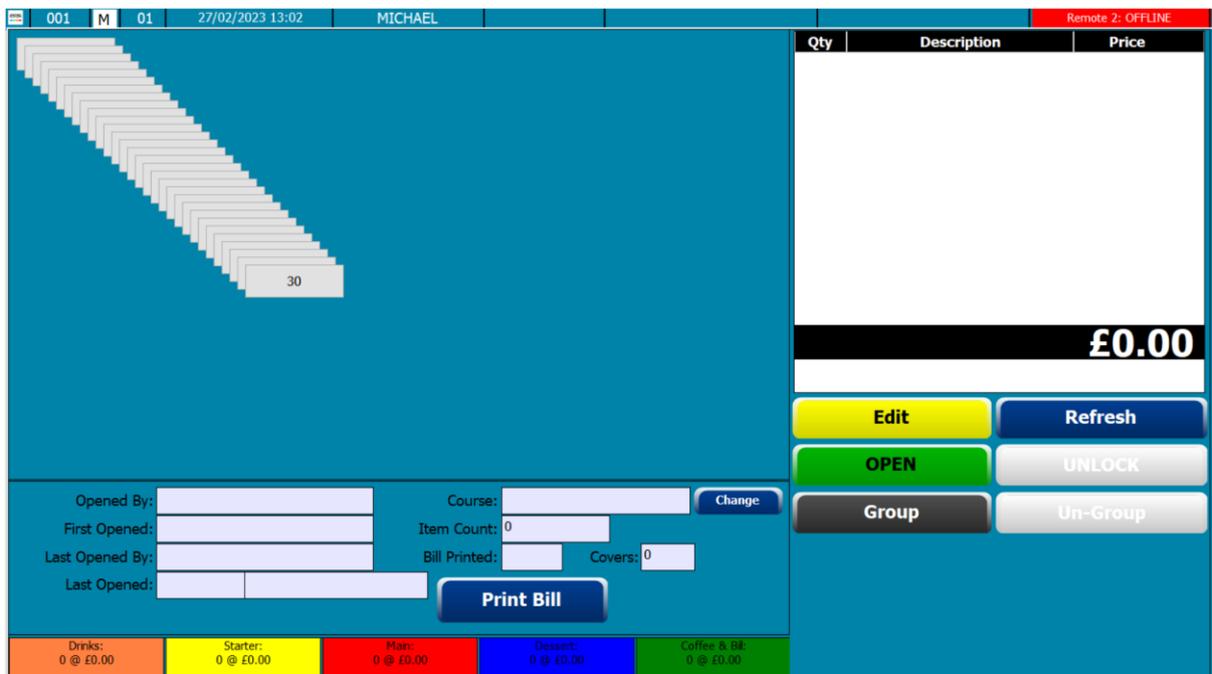
The button command for table planner is **X\*OPEN TABLE** (X = Charge Sheet number) E.G. for charge sheet 1 the button command would be **1\*OPEN TABLE**.

### Setting up Table planner

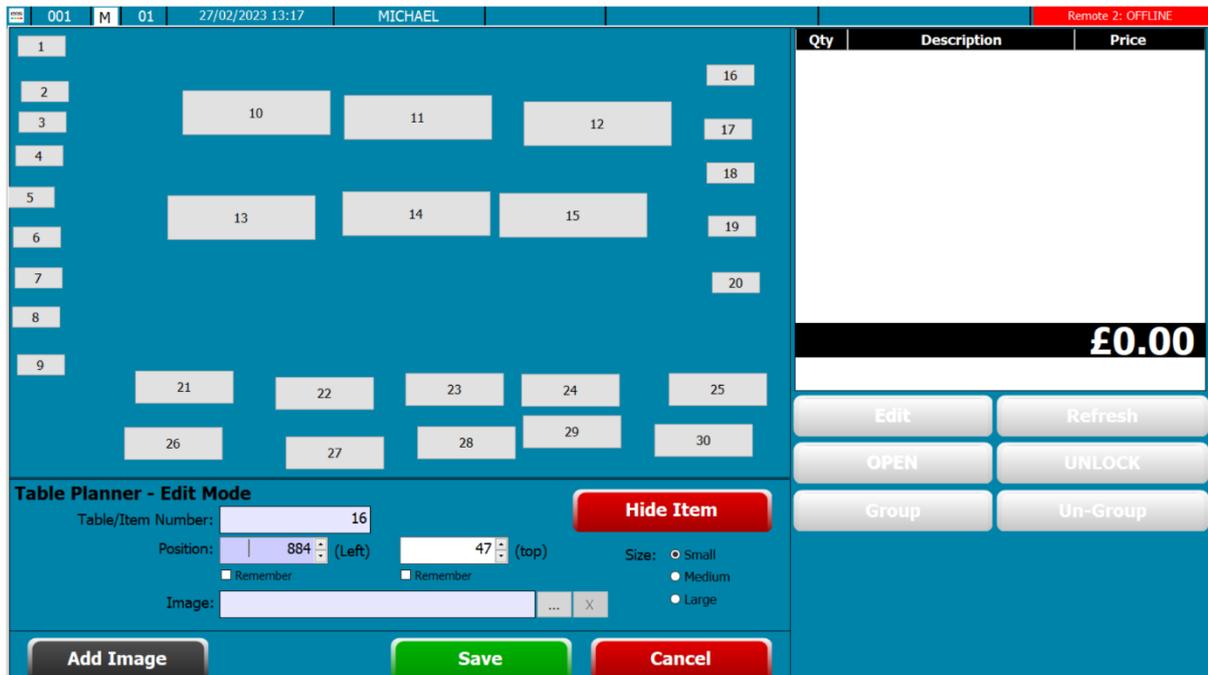
Sign on with the operator set with the Table Planner Edit function and press the **X\*OPEN TABLE** button to launch table planner. The first time Table Planner opens the screen below will show where you select the default button size for the tables.



The example below is for a charge sheet with 30 tables and the Medium size has been selected.



Press the Edit button to start arranging the tables, the function buttons on the left will all turn grey. Using the mouse drag the table into roughly the area they need to be and when you click on a table button to make it active choose the size using the radio buttons below the hide item button.



Once the buttons are positioned roughly where they are needed you can then use the position (left) and (top) settings to line them up more precisely, press the Save button to save the changes.

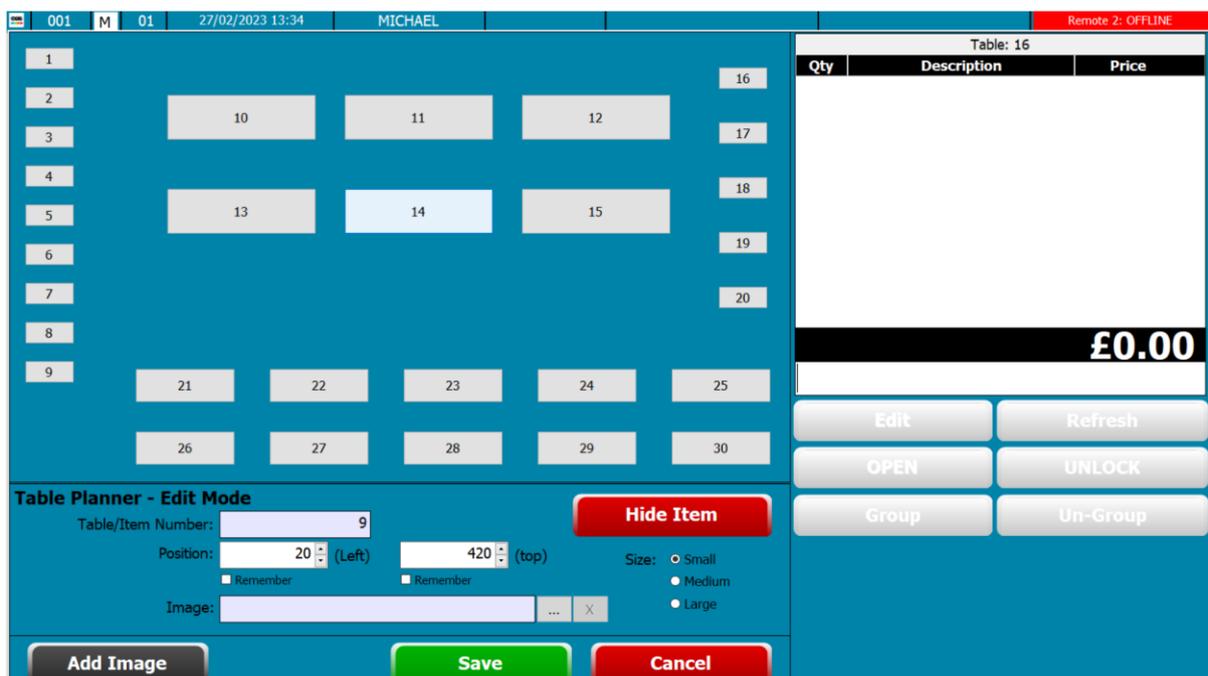
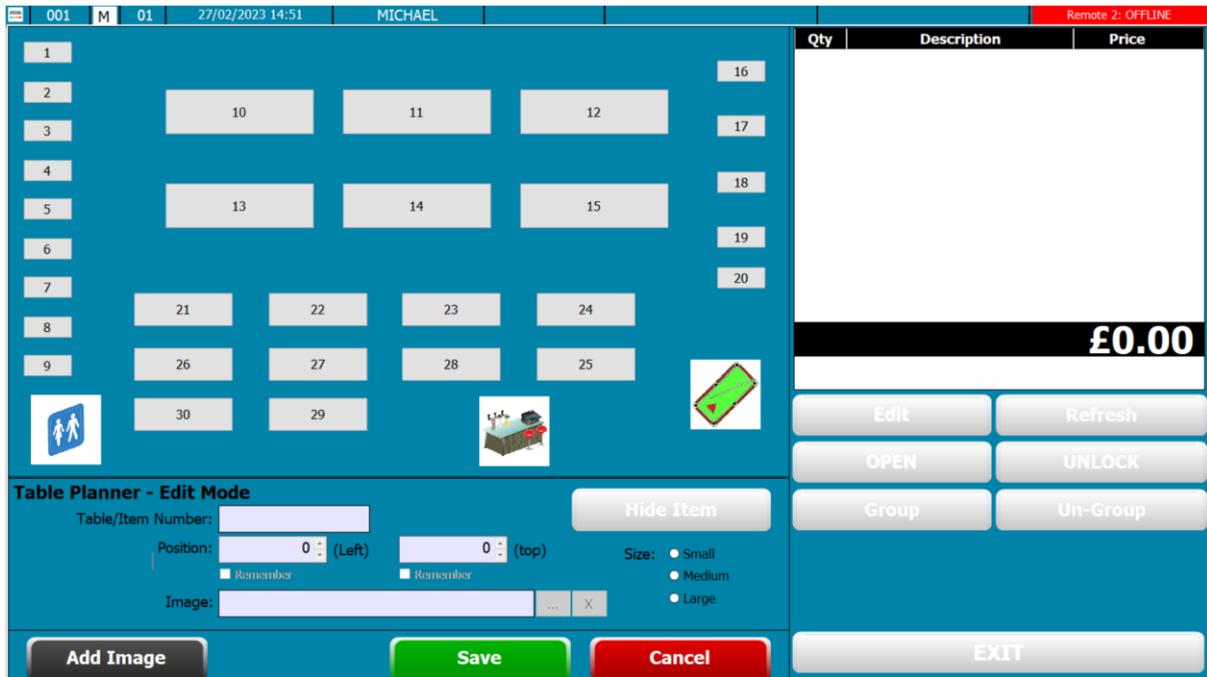
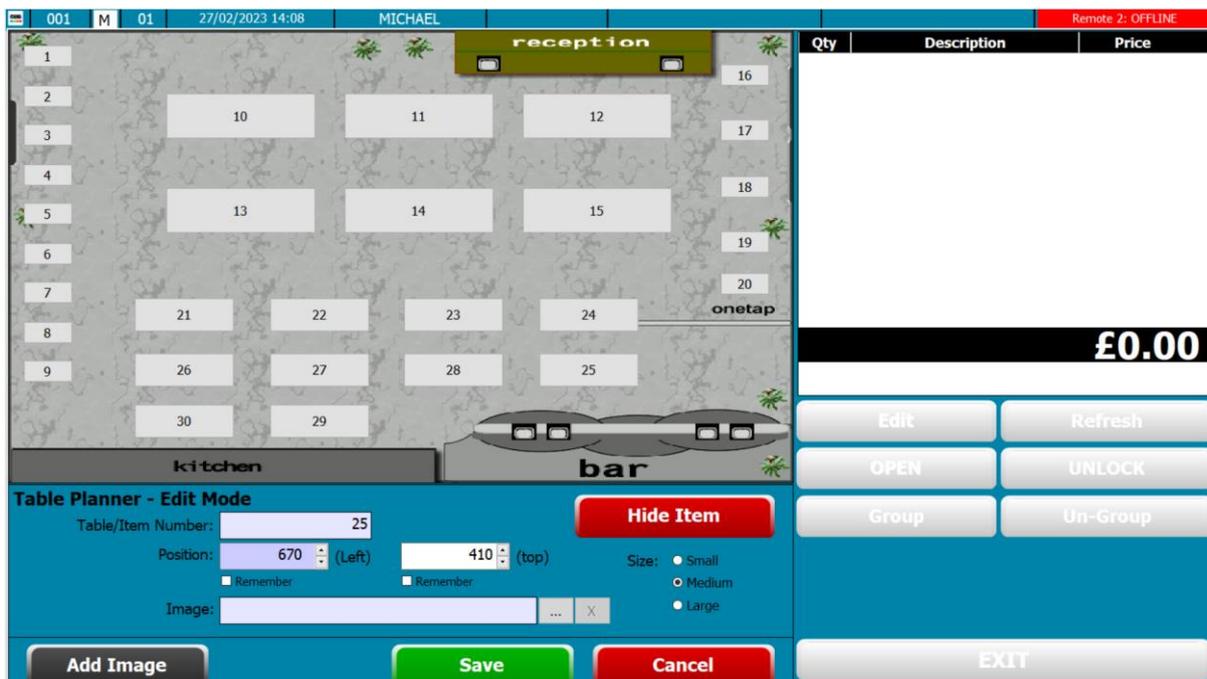


Image files can be added to the table planner screen by pressing the **Add Image** button when in edit mode where you can browse for image files and position them by dragging them into place.



An alternative backdrop image can be used by adding a TablePlannerBackdrop.jpg file into the C:\Touch\Images\Table Planner\ folder to replace the default backdrop image. Different images for different charge sheets can be used by adding -X to the image name E.G TablePlannerBackdrop-1 for charge sheet 1 or -2 for charge sheet 2 etc.



The pop-up below will show when storing a table that has been opened on Table Planner and will set the course on that table.



Below is how the Table Planner screen looks with open tables on various courses.

When you click on an open table the legend below will show the table details as per the example below showing the details for table 4.

The screenshot shows the Table Planner interface. At the top, there's a status bar with '001 M 01', '27/02/2023 15:05', 'MICHAEL', and 'Remote 2: OFFLINE'. The main area is a grid of tables numbered 1 to 30. Table 4 is highlighted in green and shows '14 (15:02) (5 @ £22.00)'. To the right, a legend for 'Table: 4' shows a table with columns 'Qty', 'Description', and 'Price':

Qty	Description	Price
1	High Tea	£15.00
1	High Tea	£15.00

Below the legend, the total price is displayed as '£30.00'. There are buttons for 'Edit', 'Refresh', 'OPEN', 'UNLOCK', 'Group', and 'Un-Group'. At the bottom, there's a 'Print Bill' button and a summary bar showing the course breakdown: Drinks: 1 @ £15.50, Starter: 1 @ £22.00, Main: 1 @ £54.50, Dessert: 1 @ £24.75, and Coffee & Bill: 1 @ £30.00.

You can also change the course inside the Table Planner screen by highlighting a table and pressing the **Change** button to bring up the course pop-up, the current course will be highlighted in green.

001 M 01 27/02/2023 15:24 MICHAEL Remote 2: OFFLINE

Table: 27

Qty	Description	Price
1	Haddock	£13.50
1	Chips	£0.00
1	Scampi	£14.00
1	Clapshot Mash	£0.00
1	Steak Pie	£13.50
1	New Potato	£0.00
1	Steak Burger	£13.50
1	Cappuccino	£3.00
1	Americano	£2.50
1	Filter Coffee	£2.50
1	Latte	£3.00

**£65.50**

Drinks: 1 @ £15.50 | Starter: 0 @ £0.00 | Main: 2 @ £87.50 | Desserts: 1 @ £24.75 | Coffee & Bill: 2 @ £35.00

The bill can be printed in the table planner screen by highlighting a table and pressing the print bill button. Tables that have had the bill printed will display a \* as shown below on tables 14 and 27.

001 M 01 27/02/2023 15:32 MICHAEL Remote 2: OFFLINE

Table: 14

Qty	Description	Price
1	Garlic Bread	£3.00
1	+Cheese	£0.50
1	Pate	£6.50
1	Soup	£5.00
1	Prawns	£7.00

**£22.00**

Drinks: 1 @ £15.50 | Starter: 1 @ £22.00 | Main: 1 @ £65.50 | Desserts: 1 @ £24.75 | Coffee & Bill: 2 @ £35.00

If a table has not been updated for the duration set for the current course it will turn red to show an alarm. If you highlight the table the clear alarm button will show giving the option to clear the alarm on that table.

001 M 01 27/02/2023 15:47 MICHAEL
Remote 2: OFFLINE

1				16
2				
3	10	11	12 (15:31) (6 @ £24.75)	17
4				
5	13	*14 (15:30) (5 @ £22.00)	15	18
6				19
7				20
8	21	22	23	24
9	26	*27	28	25
	30	29		

Table: 14		
Qty	Description	Price
1	Garlic Bread	£3.00
1	+Cheese	£0.50
1	Pate	£6.50
1	Soup	£5.00
1	Prawns	£7.00
		<b>£22.00</b>

Opened By: MICHAEL Course: Starter Change

First Opened: 15:02 on 27/02/2023 Item Count: 5

Last Opened By: MICHAEL Bill Printed: Yes Covers: 0

Last Opened: 15:30 Overdue by 2 mins

Print Bill
Clear Alarm

Edit Refresh

OPEN UNLOCK

Group Un-Group

EXIT

Drinks:  
2 @ £24.00

Starter:  
1 @ £22.00

Main:  
1 @ £65.50

Dessert:  
1 @ £24.75

Coffee & Bill:  
2 @ £35.00