

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.

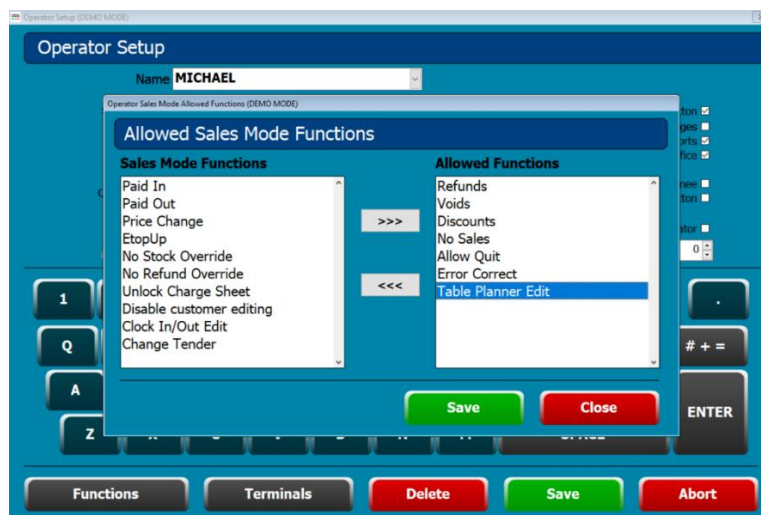


Table Statuses

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.

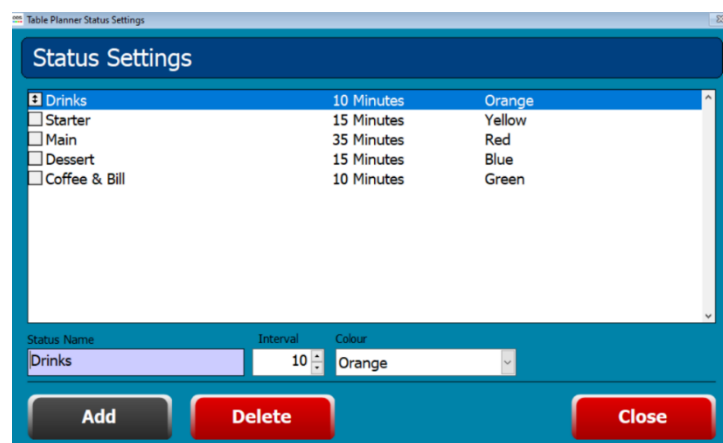
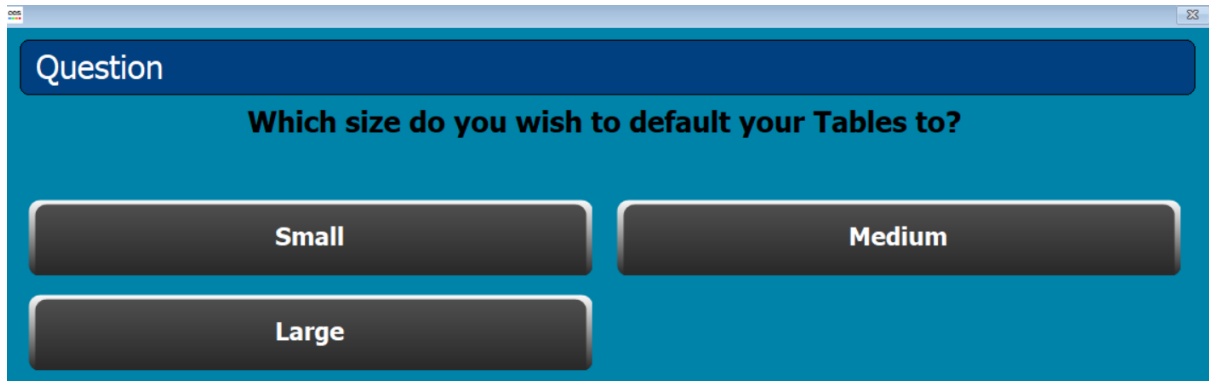


Table Planner Button commands

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.

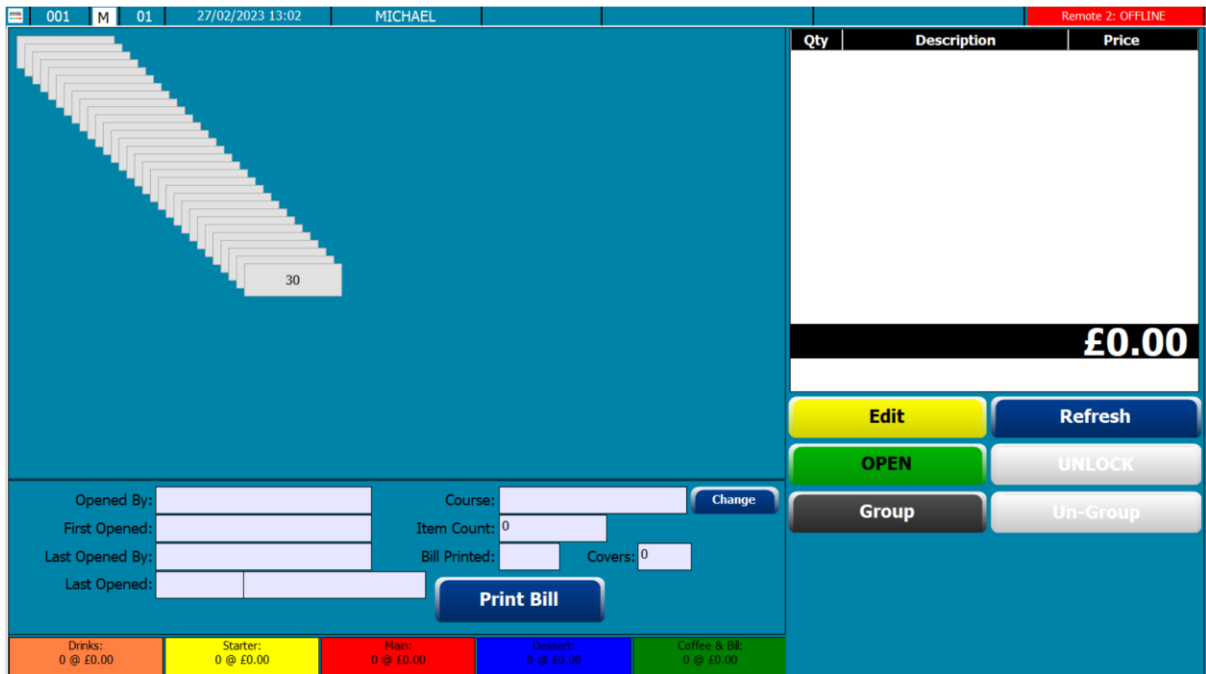


Question

Which size do you wish to default your Tables to?

Small Medium Large

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



001 M 01 27/02/2023 13:02 MICHAEL Remote 2: OFFLINE

Qty	Description	Price
		£0.00

Opened By: Course: Change
 First Opened: Item Count: 0
 Last Opened By: Bill Printed: Covers: 0
 Last Opened: Print Bill

Drinks: 0 @ £0.00 Starter: 0 @ £0.00 Main: 0 @ £0.00 Dessert: 0 @ £0.00 Coffee & Bill: 0 @ £0.00

Edit Refresh
 OPEN UNLOCK
 Group Un-Group

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.

Table Planner - Edit Mode

Table/Item Number: 16

Position: 884 (Left) 47 (top)

Size: ☐ Small ☐ Medium ☐ Large

Image: ... X

Buttons: Add Image, Save, Cancel, Hide Item

Table Summary:

Qty	Description	Price
£0.00		

Buttons: Edit, Refresh, OPEN, UNLOCK, Group, Un-Group

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.

Table Planner - Edit Mode

Table/Item Number: 9

Position: 20 (Left) 420 (top)

Size: ☐ Small ☐ Medium ☐ Large

Image: ... X

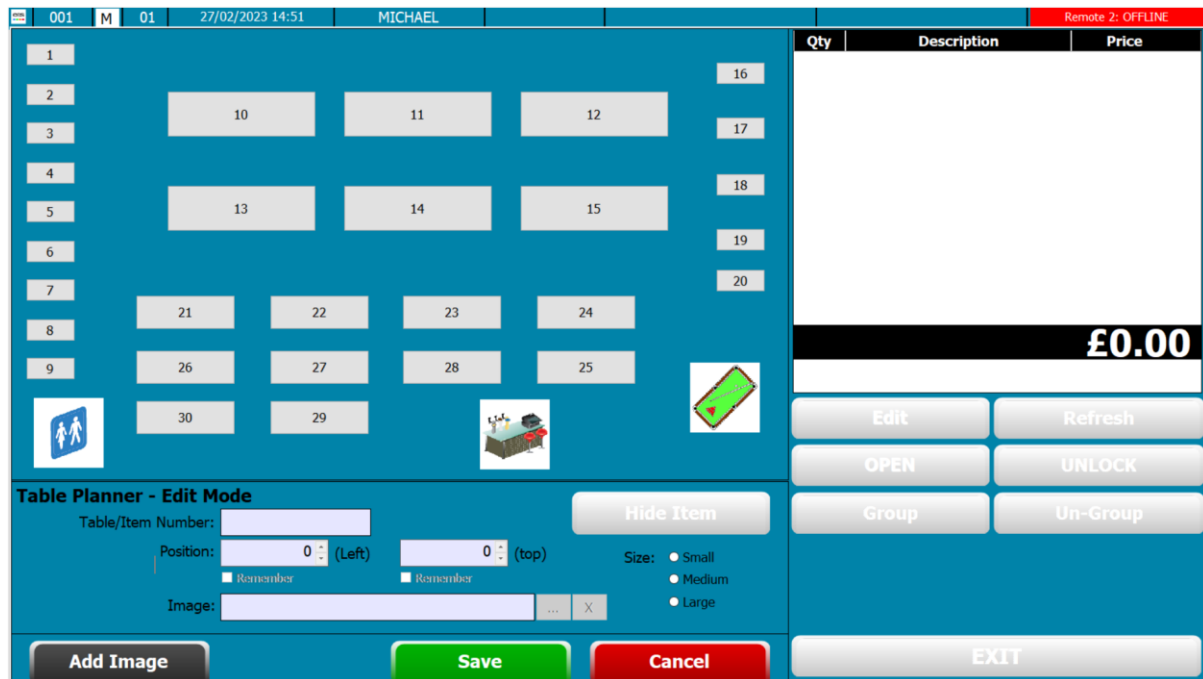
Buttons: Add Image, Save, Cancel, Hide Item

Table Summary:

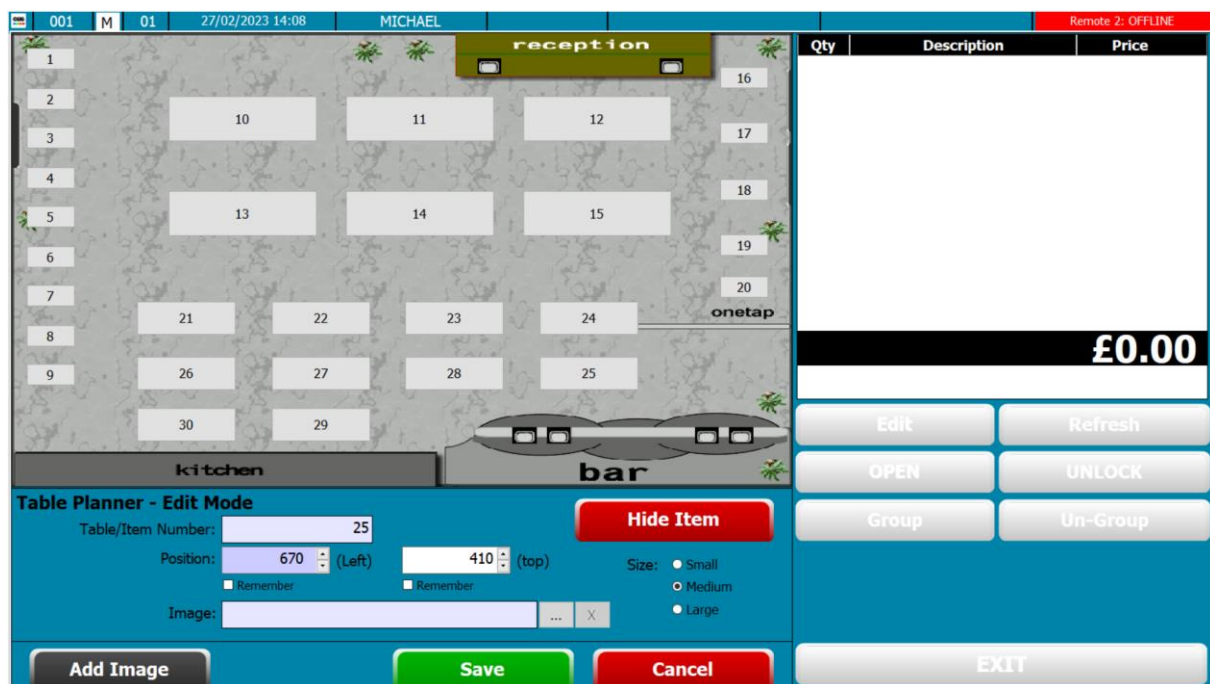
Qty	Description	Price
£0.00		

Buttons: Edit, Refresh, OPEN, UNLOCK, Group, Un-Group

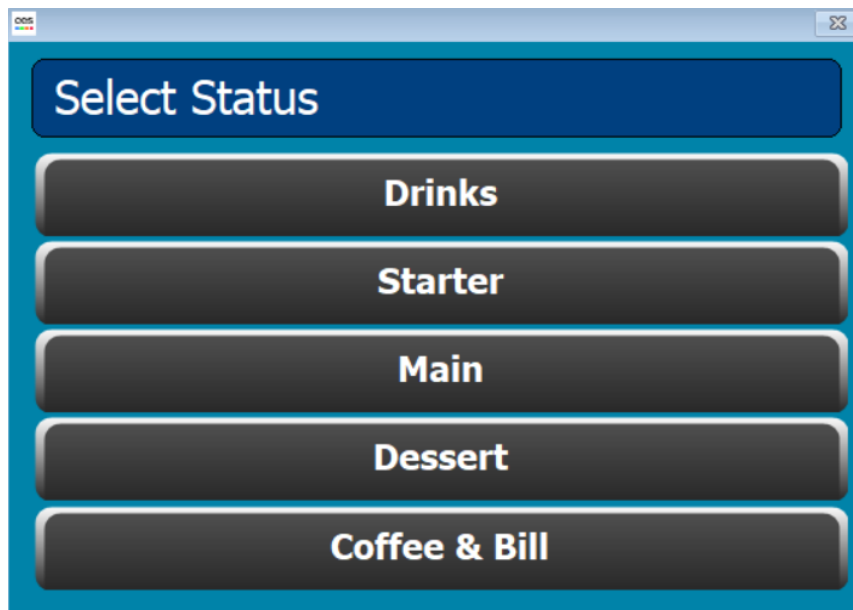
Image files can be added to the table planner screen by pressing the **Add Image** button when in edit mode where you can browse for image files and position them by dragging them into place.



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.



A pop-up window titled "Select Status" with a blue header and a light blue background. It contains five large, dark grey buttons with white text, stacked vertically: "Drinks", "Starter", "Main", "Dessert", and "Coffee & Bill".

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 Table Planner screen displays a grid of tables. Table 4 is highlighted in yellow, indicating it is the selected table. The table details for Table 4 are shown in the legend on the right.

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

£30.00

Buttons: Edit, Refresh, OPEN, UNLOCK, Group, Un-Group, EXIT

Table Details (Table 4):

- Opened By: MICHAEL
- First Opened: 15:04 on 27/02/2023
- Last Opened By: MICHAEL
- Last Opened: 15:04
- Due in 10 mins
- Course: Coffee & Bill
- Item Count: 2
- Bill Printed: No
- Covers: 0

Print Bill

Summary:

- Drinks: 1 @ £15.50
- Starter: 1 @ £22.00
- Main: 1 @ £54.50
- Dessert: 1 @ £24.75
- 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

Edit Refresh

OPEN UNLOCK

Group Un-Group

EXIT

Select Status

Drinks

Starter

Main

Dessert

Coffee & Bill

Opened By: MICHAEL Course: Main Change

First Opened: 15:02 on 27/02/2023 Item Count: 11

Last Opened By: MICHAEL Bill Printed: No Covers: 0

Last Opened: 15:24 Due in 35 mins

Print Bill

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

Edit Refresh

OPEN UNLOCK

Group Un-Group

EXIT

*14 (15:30) (5 @ £22.00)

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 Due in 14 mins

Print Bill

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

2

3

4

5

6

7

8

9

10

11

12 (15:31)
(6 @ £24.75)

13

*14 (15:30)
(5 @ £22.00)

15

21

22

23

24

26

*27

28

25

30

29

16

17

18

19

20

Opened By: MICHAEL

First Opened: 15:02 on 27/02/2023

Last Opened By: MICHAEL

Last Opened: 15:30

Course: Starter

Item Count: 5

Bill Printed: Yes

Covers: 0

Overdue by 2 mins

Print Bill

Clear Alarm

Drinks: 2 @ £24.00

Starter: 1 @ £22.00

Main: 1 @ £65.50

Dessert: 1 @ £24.75

Coffee & Bk: 2 @ £35.00

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

Edit

Refresh

OPEN

UNLOCK

Group

Un-Group

EXIT