Admin Center - Menu - Using "Quick Create" to Create a New Item

6 Steps <u>View most recent version</u>

Created by Kyle Schroer Creation Date May 2, 2023 Last Updated May 17, 2023





STEP 1

Click on Add new item

88			?	8	
👖 Oakville's Store Group			Save	,	~
E Menu ^	Search for the menu item you are looking for			V	
Groups Questions	O Add new item				l
Sales Class	Description V	Store assignment	1 5	+ :	J

STEP 2

Enter a name for your item

	? &
	Save 🗸
	🔓 Store assignment
ITEM NAME	
Choose a minor class	~
0.00	



STEP 3

Click on "Choose a minor class"

	Save 🗸
	🔓 Store assignment
m	
ITEM NAME	
Choose a minor class	~
0.00	

STEP 4

Select a minor class

Beverage Fountain	
Beverage Kids	
Beverage Mocktails	
Beverage Mod - Liquor Mix	
Beverage Other	
Beverage Take-Out	
Breakfast	
Btl Domestic	
Bti Import	
Btl Party	



STEP 5

Enter the selling price

n ITEM NAME Breakfast 13.99	ent
ITEM NAME Breakfast 13.99	
Breakfast 13.99	
13.99	~

STEP 6

Click on Save

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ο Save 🗸
🔓 Store assignment



