



1. LOCATE THE ORDER YOU WISH TO MOVE TO ANOTHER TABLE BY CLICKING THE ORDERS BUTTON ON THE **POS** DASHBOARD.

Revel						Johnathan R. \ominus	
Product Mix	Updated: Today 3:53:09 PM C Large Fribble Milkshake Lobster Roll Classic	•••• 4 2	CL Time C	Clock	New Order		
	26 oz. Cake (4-6) All American Burger Chicken Quesadilla Kids' French Fries			orts	Orders		
Top by Quantity	New England Fish 'N' Chips Soda Tater Kegs	1 1 1	ດ ກັ Retu	Im	П	☐ bles	
Time Management	3 Cloci	ked In	Drive Thru Queue	Pickup	Reward Cards	Gift Cards	
Offline Payments	U	inver 1	Training Support				
(<u>)</u> Dashboard	(Manage Customers		Invente	ory	S	© ettings	

2. CLICK THE ORDER TO OPEN IT, AT THE BOTTOM OF THE SCREEN ARE A SET OF ACTION BUTTONS. SELECT MOVE TABLE FROM THE LIST.

<	9328 Eat In	3				? 5	Q 🗎	Johnathan R. 🕞
8 31 - Johnathan	R		•••	CATEGORY				
_ 1 Seat	+	Course	+	DRIVE THRU	DRINKS	LUNCH DINNER	KID ZONE	DESSERTS
Seat 1 Chicken Quesadilla	1	\$10.99	\$10.99	DRIVE THRU	DRINKS	LUNCH/DIN	KIDS	DESSERT
Seat 1 \$100,000 Cobb Salad Crispy Chicken	1 7	\$14.99 \$0.00	\$14.99 \$0.00	SUB CATEGOR	Y INDIVIDUAL ITEMS	ී ICE CREAM	े DRINKS	ි SIDES
				Combos PRODUCTS	Individual Ite	Ice Cream	Drinks	Sides
				COMBOS Burger/Sand	KIDS COMBOS Kids Zone C	SALAD COMBOS Salad Combos		
		Discounts: Sub Total: Surcharge: Tax:	\$0.00 \$25.98 \$0.00 \$2.99					
Cancel	old S	Total: Items:	\$28.97 2					
Move Transfer Table Owner	Quantity	Loyalty Lookup	28.97 Pay					





3. THIS WILL TAKE YOU TO THE MOVE/MERGE ORDERS HOME PAGE. SELECT ONE OR MORE ORDERS YOU WANT TO MERGE SIMULTANEOUSLY.

<	932 Eat I	2 <mark>8</mark> n	(1	3		? 🍒 📿 🗎 Johnathan R. 🔶
Move/Merge Orde	ers					Cancel Move
Today's Orders - by	y Emp.	I	Please select	one or more orders	Q	Available Select a destination
Derek L	42	4	1	Active #9	9339	⊡ 1
Derek L	33	2	1	Paid #9	9333	11 Available
Derek L	62	4	1	Paid #9	9325	12 Available
Derek L	61	4	1	Active #9	9318	13 Available
Derek L	71	4	1	Active #9	9244	
Derek L	72	3	1	Paid #9	9233	
Johnathan R	32	1	1	Active #9	9334	
Johnathan R	31	1	1	Active #9	9328	21 Available
						22 Available
						23 Available
						24 Available
						34 Available
						35 Available

- **4.** IF YOU'VE SELECTED **2** OR MORE ORDERS, YOU'LL SEE THE MERGE BUTTON APPEAR. SELECT IT TO MERGE ALL OF YOUR SELECTED ORDERS INTO ONE.
- **5.** TO VIEW TABLES ALREADY IN USE TO MERGE TO, CLICK THE **A**VAILABLE BUTTON AT THE TOP OF THE MENU ON THE RIGHT HAND SIDE OF THE PAGE.



Merge Orders



<	932 Eat I	2 8 n	13			? 🍒 🔍 🗎 Johnathan R. 🖨
Move/Merge Orde	ers					Cancel Move
Today's Orders - by	y Emp.	ţ	Please select on	e or more order	s C	Available Select a destination
Derek L	42	4	1	Active	#9339	□ 1
Derek L	33	2	1	Paid	#9333	11 Available
Derek L	62	4	1	Paid	#9325	12 Available
Derek L	61	4	1	Active	#9318	13 Available
Derek L	71	4	1	Active	#9244	
Derek L	72	3	1	Paid	#9233	
Johnathan R	32	1	1	Active	#9334	15 Available
Johnathan R	31	1	1	Active	#9328	21 Available
						22 Available
						23 Available
						24 Available
						34 Available
						35 Available

6. A DROP-DOWN WILL APPEAR, SELECT IN USE.

<	932 Eat I	2 <mark>8</mark> n		3		? $\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \$
Move/Merge Orde	ers					Cancel Move
Today's Orders - b	by Emp.	1	Please select	one or more order	s (Q Available Select a destination
Derek L	42	4	1	Active	#93	Include
Derek L	33	2	1	Paid	#93 Av	ailable In Use
Derek L	62	4	1	Paid	#9325	12 Available
Derek L	61	4	1	Active	#9318	13 Available
Derek L	71	4	1	Active	#9244	
Derek L	72	3	1	Paid	#9233	
Johnathan R	32	1	1	Active	#9334	15 Available
Johnathan R	31	1	1	Active	#9328	21 Available
						22 Available
						23 Available
						24 Available
						34 Available
						35 Available





7. A list of all tables, available and in use will appear. Select the table you want to merge to by tapping on the table number.

<	932 Eat I	2 8 n	(14	2		? 🍒 🔍 🗎 Johnathan R. 🔶
Move/Merge Order	s					Cancel Move
Today's Orders - by	Emp.	Ρ	lease select o	one or more orders	Q	In Use Select a destination
Derek L	51	4	1	Active #	9362	□ 1
Derek L	42	4	1	Active #	9339	31 Active
Derek L	33	2	1	Paid #	9333	✓ 32 Active
Derek L	62	4	1	Paid #	9325	33 I Paid
Derek L	61	4	1	Active #	9318	42 Activo
Derek L	71	4	1	Active #	9244	42 Active
Derek L	72	3	1	Paid #	9233	51 Active
Johnathan R	32	1	1	Active #	9334	61 Active
Johnathan R	31	1	1	Active #	9328	62 Paid
						71 Active
						72 Paid

8. THEN, CLICK THE MOVE BUTTON TO MERGE THE TABLES TOGETHER.

<	932 Eat li	18 n	(1.	4			? 🍒 🔍 🗎 Johnathan R. 🔶
Move/Merge Orde	ers						Cancel Move
Today's Orders - b	y Emp.	F	Please select	one or more orders		Q In U	se Select a destination
Derek L	51	4	1	Active	#9362		1
Derek L	42	4	1	Active	#9339		31 Active
Derek L	33	2	1	Paid	#9333	~	32 Active
Derek L	62	4	1	Paid	#9325		33 I Paid
Derek L	61	4	1	Active	#9318		
Derek L	71	4	1	Active	#9244		42 Active
Derek L	72	3	1	Paid	#9233		51 Active
Johnathan R	32	1	1	Active	#9334		61 Active
Johnathan R	31	1	1	Active	#9328		62 Paid
							71 Active
							72 Paid