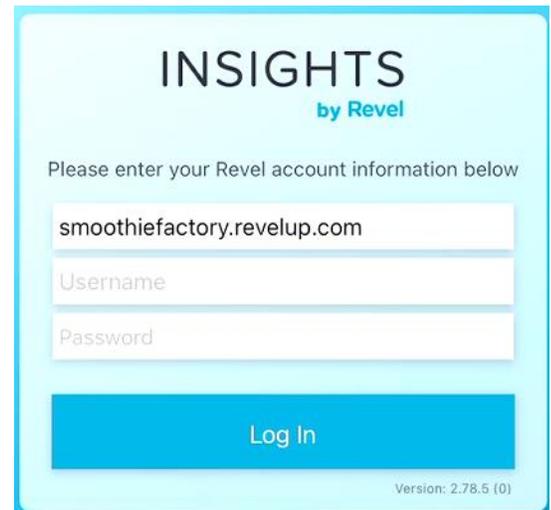


This app is designed to offer key insights for store managers and owners about the performance of the establishment based on the activity of the Revel iPad Point of Sale. Insights by Revel lets you create employee shifts, analyze sales and labor trends, and track payment activity processed at your location(s). The Insights by Revel app is available on the **iPhone** via the **App Store**.

To proceed download the application.

## Logging In:

1. Log in by entering the following:
  - **Establishment URL** from the list below
    - [friendly.s Revelup.com](http://friendly.s Revelup.com)
    - [smoothiefactory.s Revelup.com](http://smoothiefactory.s Revelup.com)
    - [orangeleafyogurt.s Revelup.com](http://orangeleafyogurt.s Revelup.com)
    - [redmangousa.s Revelup.com](http://redmangousa.s Revelup.com)
    - [sopersalad.s Revelup.com](http://sopersalad.s Revelup.com)
    - [jukeboxpizza.s Revelup.com](http://jukeboxpizza.s Revelup.com)
  - **Username:** The username used to login to the Management Console.
  - **Password:** The password used to login to the Management Console.
2. After logging in, enter your license key on the next screen and tap Activate. A license key is required to activate Insights. The License key will be sent to you after you sign a doc-u-sign with Revel.
3. Select the location to view its dashboard.



INSIGHTS  
by Revel

Please enter your Revel account information below

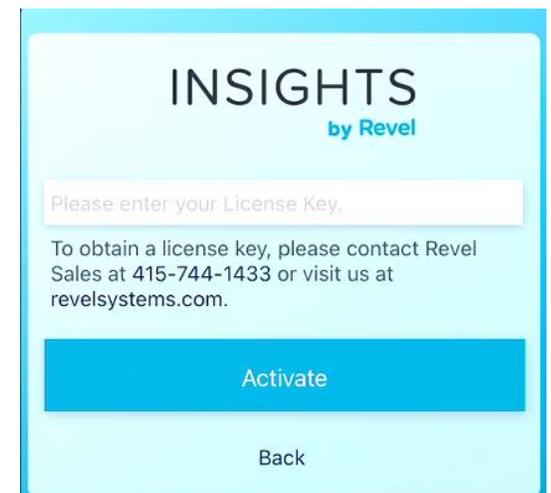
smoothiefactory.revelup.com

Username

Password

Log In

Version: 2.78.5 (0)



INSIGHTS  
by Revel

Please enter your License Key.

To obtain a license key, please contact Revel Sales at 415-744-1433 or visit us at [revelsystems.com](http://revelsystems.com).

Activate

Back



INSIGHTS  
by Revel

Please choose which establishment to manage

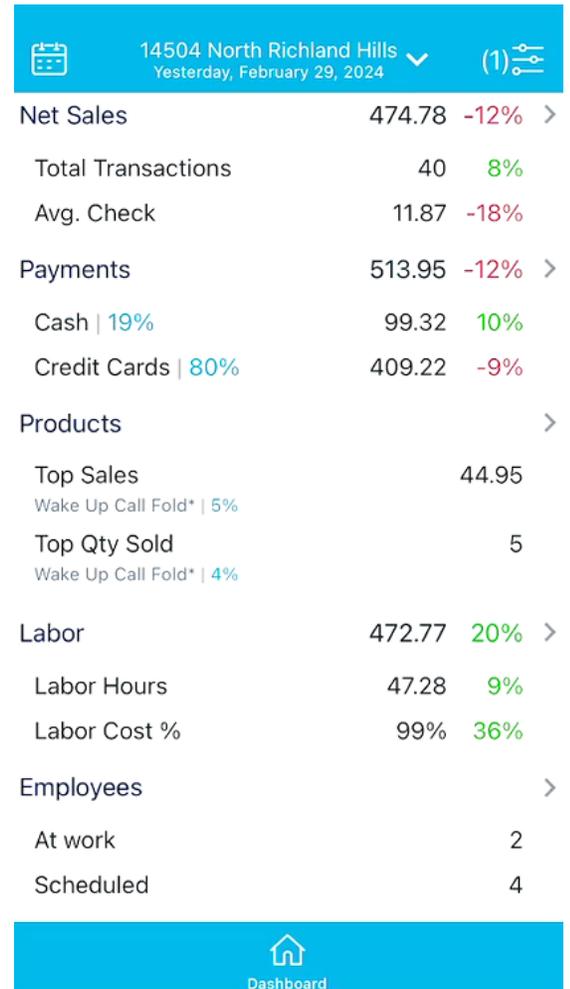
LAB	2 >
14503 Dodson	4 >
14415 Prosper	5 >
14504 North Richland Hills	6 >
14114 Mesquite - TX	7 >



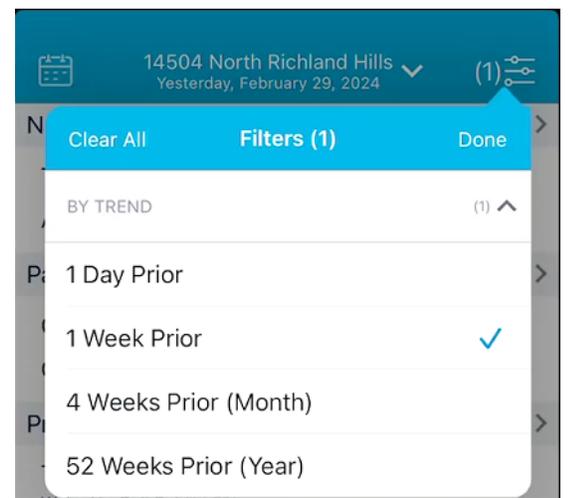
**You must have POS role and manager permission to access the location on the Insights app.**

## The Dashboard:

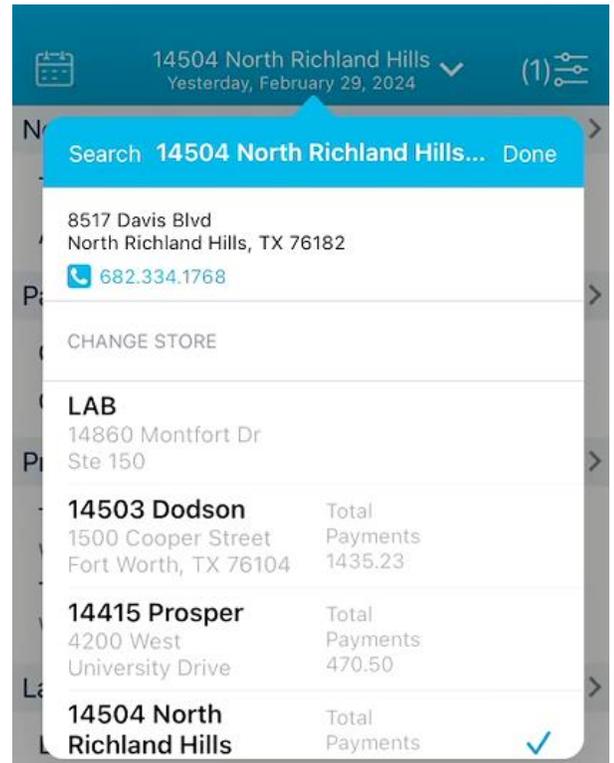
The Dashboard screen provides insights on transactions, payments, top selling products, labor trends, and shift alerts, grouped into five different sections as shown in the image to the right:



Assuming trending is turned on, the percentages (in red or green) on the right-hand side of the Dashboard screen signify an increase or decrease from a previous day. Turn trending on or off, or set the trend date by tapping the filter icon in the upper right. Turn trending off by tapping Clear All, or start or manage trending by selecting the time period against which you wish to perform comparisons, as shown in the image to the right.



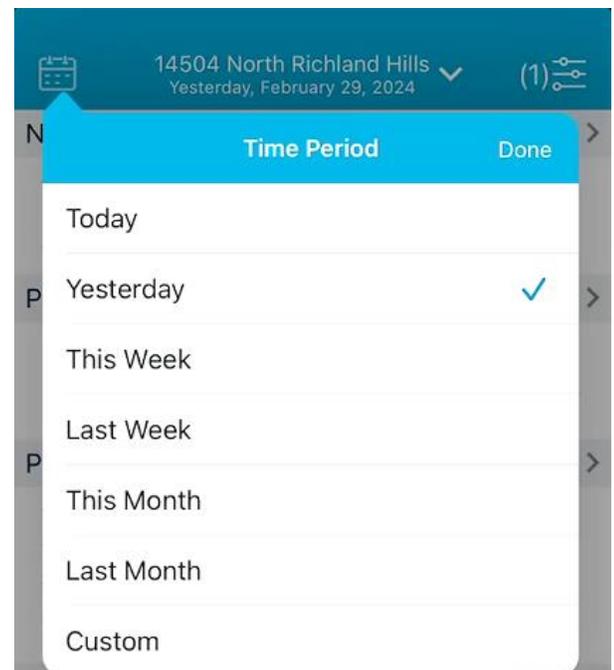
Return to the store list by tapping the drop-down arrow at top of the screen. This opens the establishment details window, allowing you to switch between establishments. When viewing stores, the application displays the Total Payments for each store for that day, as shown in the image below.



## Reporting

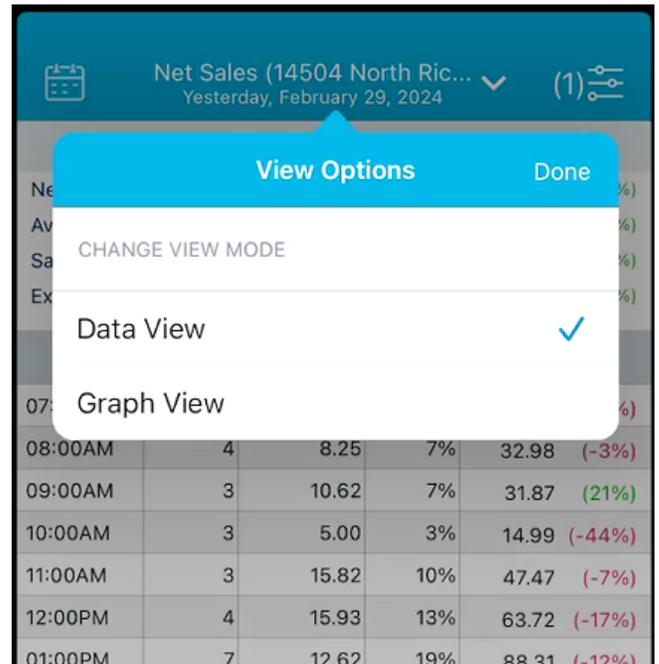
The reporting range is one day. To change the reporting date, tap the calendar icon in the upper left corner. Select a default day or tap a date range to select a date from the calendar. Custom allows you will have the ability to select a specific date not listed. Trending is ONLY available when reporting is on a single day.

Note: Trending is ONLY available when reporting is on a single day.

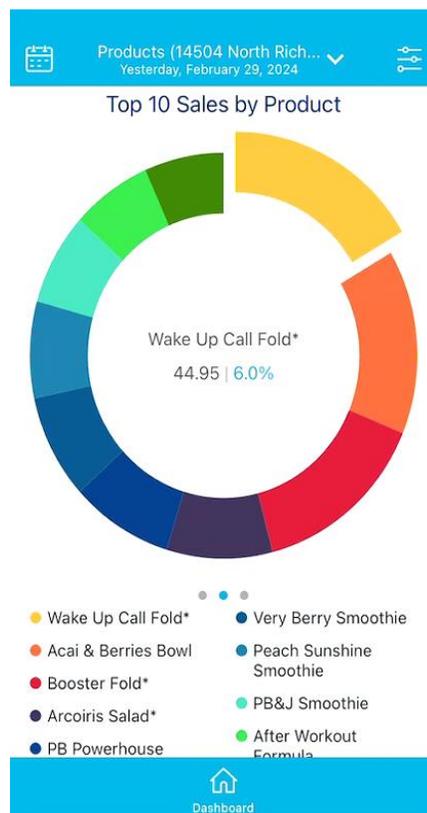
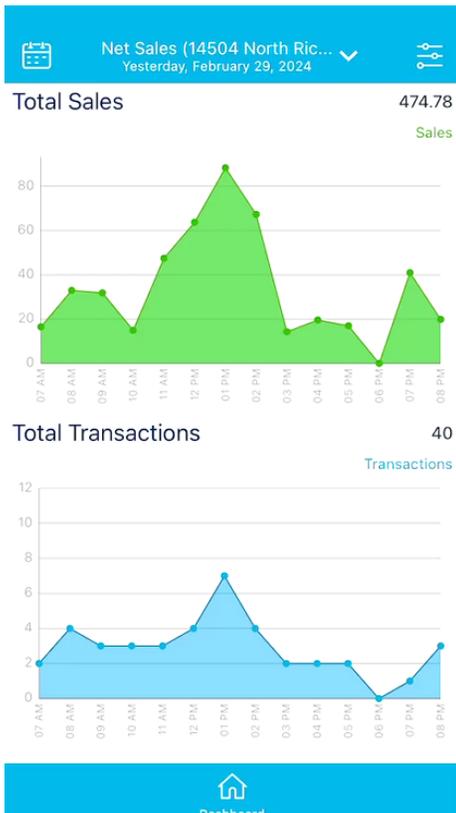


Take the time to explore by tapping into **any of the sections** to drill down into the reports. Most reports have **two to three view modes** (excluding the Payments report, which only has one): "Data View", "Pie View", or "Graph View" represented by "Mountain and Lines" or "Lines Only".

Depending on the type of report there are several sorting options, as shown in the images below. Tap Done in the upper right corner to generate the data in the form of a graph (line/mountain and lines/pie/bar).



### Examples:



**Employees (Schedules)**  
Today, March 01, 2024

Name	ID	Role	Rate	Status
Jessie [redacted]	682 [redacted]	Manager, Hourly	18.00 / Hr	Working
Dais [redacted]	682 [redacted]	Cashier	12.00 / Hr	Working
Shelbe [redacted]	682 [redacted]	Cashier	12.00 / Hr	Late 11 Min
Vivia [redacted]	940 [redacted]	Keyholder	14.00 / Hr	Scheduled
Alis [redacted]	817 [redacted]	Cashier	12.00 / Hr	Late 11 Min
Adria [redacted]	817 [redacted]	Cashier	12.00 / Hr	Scheduled

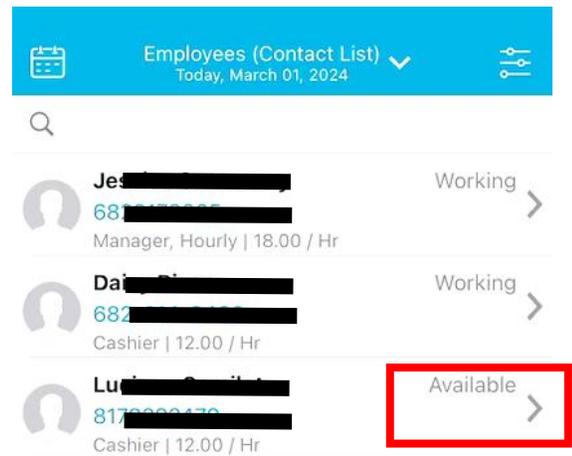
## Employees

**Note: This does not apply to Friendly's.**

Tap **Employees > Contact List** to display a list of employees along with their contact/role/wage details, as shown in the image below. From this list, you may either create a shift by tapping on an employee who is Available or edit or cancel a shift by tapping on an employee who is Scheduled or Working.

### To create a shift:

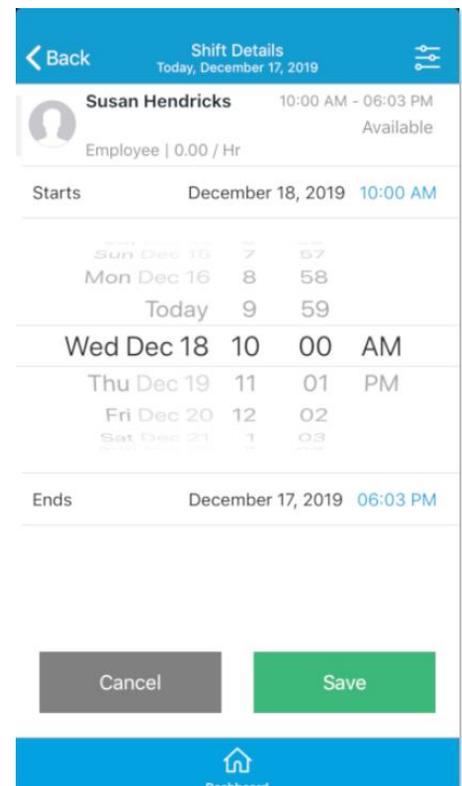
- Tap an available employee



- Tap **Create Shift**

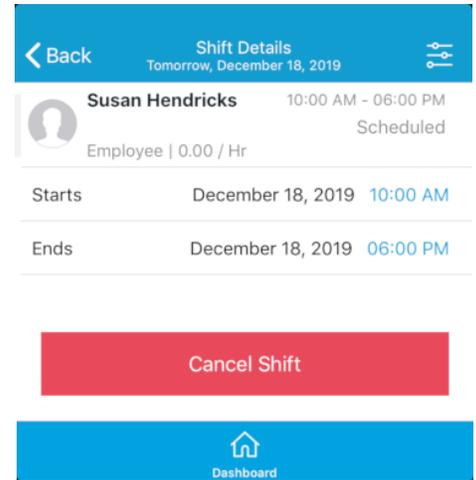


- Enter the start and end times for the shift. You may need to scroll below the time selector to select the end time.
- Tap **Save** to confirm your changes. A pop-up window will appear. Enter a reason for creating the shift and tap **Okay**. After creating the shift, you may also send an SMS message to the employee, alerting them of their upcoming shift.

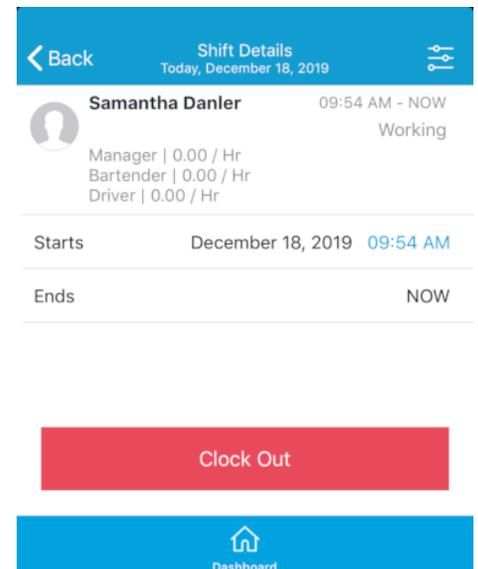


## To edit a shift:

- Edit shifts by tapping on a scheduled or working employee and tapping the start or end times.
- Cancel shifts by tapping on a scheduled employee and tapping Cancel Shift.



- Clock employees out by tapping on a working employee and tapping **Clock Out**.



Tap the filter button near the upper right corner of the Employees screen to filter by Alert, Department, or Role. Employees Shift alerts (for late employees and for employees in or nearing overtime) can be configured on the Settings > Reports > Insights Application page in the

Management Console. Once configured, they appear on the Schedules screen of the Insights app, as shown in the image.