How to Enable 'Out of Stock' and How it Works

Part 1: How to Enable 'Out of Stock'

On inTouch first go to ‘Management’

image-1622019487142.png

Then ‘Occasional Menu’

image-1622019458429.png

Click on 'Internet Options'

image-1622019428176.png

Go to 'Program'

image-1624289872125.png

You will see the option 'Out of Stock'

image-1624289939295.png

Click on the drop down and select where you want to have it located

image-1624289994608.png

Also whether it 'Applies Instore'

image-1624290885431.png

Part 2: How it Works

If Chocolate Fudge Cake isn't available and you want to make it out of stock

image-1624292019347.png

On inTouch click the 'Out of Stock' button

image-1624291405176.png

Then click on the item that is out of stock

image-1624292088747.png

Image not found or type unknown

If the item has choices then select the name of the item at the top to make the full item out of stock, or you can also make the individual choices out of stock by selecting those as well (this however will make the choice out of stock for all items that have this choice)

2021-09-29 11_40_29-.png

Image not found or type unknown

The item will then be added into the list on the right

image-1624292126023.png

Image not found or type unknown

Once you have done click 'Finished'

image-1624292296143.png

Image not found or type unknown

On the website Chocolate Fudge Cake now appear Out of Stock

image-1624292381185.png

Image not found or type unknown

If you did tick 'Applies Instore' then it will appear grayed out

image-1624292569770.png

Image not found or type unknown

Out of Stock refreshes each day so if the item remains out of stock then you MUST add it back to the list

Revision #4

Created Mon, Jun 21, 2021 3:36 PM by Alec
Updated Wed, Sep 29, 2021 10:42 AM