

# Assigning an Assistant to the Order

The program can be set up to ask automatically for the name of the server at the beginning (or end) of the order in Management > Occasional Menu > Options > Order Screen. If this option has not been set, you have the chance to enter your assistant name, or change the name of the assistant, on the payment section of the Order screen.

Touch the button below and the screen will change to show every assistant who has been entered in the program.

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Touch the button with your name on it and the program will return to the payments section with the assistant name now shown on the **Assistant** button.

image1681378717571.png

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