

Finishing an Order

Touch the button shown below at anytime on the payments screen to abandon this order. inTouch asks you to touch **Yes** to confirm and then takes you back to the Main Menu. If you touch **No**, the program returns to the payments screen.

image-1681378877336.png

When you have made any of the above amendments to the order and you are satisfied that all the details on screen are correct, touch the button shown below.

image-1681378915955.png

The program will now print a receipt and the screen will return to the Main Menu where you will see that the number on either the **Assign To Driver** button or the **Collect** button has increased by 1.

There are many options that cover what should appear on the receipt and when or where it should be printed; they are covered in full in Management > Occasional Menu > Options > Receipt/Kitchen Printing.

Revision #1

Created Thu, Apr 13, 2023 9:40 AM by Simon

Updated Thu, Apr 13, 2023 9:42 AM by Simon