

POS TRAINING SHEET

Teach trainee to write down drink orders on note pad while taking the orders.

Be sure to navigate through each of the following beverage orders types

- liquor orders
- mixed drink orders
- wines by the tap
- wines by the glass
- wines by the bottle
- beer taps
- beer bottles
- specialty (seasonal) drinks
- modifiers

TRAINER AND TRAINEE complete the following exercises using a training access sign in on the POS (practice to proficiency):

- Open a table
- Add 6 guests
- Take away one guest
- Order 6 meals
- one guest is a Vegetarian, change them to Salad Bar Only (remove the full meal). Note: Meal was already placed, so must have manager (not cashier) remove 1 full meal.
- Enter the drink orders..
- I need a Corona Light
- I need a Traditional Caipirinha
- I need a Sabby's Finest
- I need a "Paul Hobbs Crossbarn" bottle
- teach what clicking "Done" accomplishes. NOTE: After you hit "done" and want to make a change (i.e., remove an item ordered), you must have a manager remove it for you.
- Order a "Caliente"
- Oops, I meant to order a glass not a bottle, before cancelling the bottle, (RUN to bar and make certain bartender pulls ticket and tosses before they open the bottle)
- Order a glass of Paul Hobbs Crossbarn (get a manager only to cancel the bottle ordered)
- Retrieve the ordered drinks and deliver to table
- Dessert Time: Order cheesecake with strawberry topping, 2 mousse cakes, 1 peanut butter, and 2 molten lava cakes but one with ice cream and one without. Click "DONE"
- Customer changed cheesecake to Blueberry not Strawberry topping (Run to kitchen and have dessert person pull ticket and hand write Blueberry on receipt)
- Split a check
- Transfer a check and receive a transfer
- Combine checks