🚀 UPOS: The Ultra-POS Restaurant Operating System

User Manual & Feature Guide

IMPORTANT

Welcome to the Future of Restaurant Management. UPOS isn't just a POS; it's a synchronized ecosystem designed to make your restaurant run like a well-oiled machine. This guide will walk you through every feature, showing you exactly how it empowers your staff and delights your customers.

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1. 🔑 Getting Started: The Login Portal

Page:

index.php (Redirects to Login)

Every shift starts here. We've replaced clunky passwords with a fast, touch-friendly interface.

- **Visual Profiles**: Staff details are shown as cards with avatars. No more typing usernames!

- **PIN Security**: A secure 4-digit PIN ensures that only the right people access sensitive areas.

- **Smart Routing**:

    - **Waiters** ➜ Jump straight to order taking.

    - **Kitchen Staff** ➜ Go directly to the Kitchen Display System (KDS).

    - **Managers/Cashiers** ➜ Land on the Admin Dashboard.

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2. 📋 For Waiters: Lightning-Fast Ordering

Folder: /waiter

Designed for speed and accuracy. Your waiters can take orders at the table, on any mobile device.

The "App-Like" Experience

- **Mobile First**: The interface feels just like a native app. It locks scroll on mobile to prevent accidental swipes.

- **Visual Menu**: Categories (Pastas, Drinks, etc.) are at the top. Products are large, tappable cards with **Veg ⬜ / Non-Veg** ⚫ indicators.

- **Smart Cart**:

    - The **Mini Bar** at the bottom shows a live total.

- Tap it to open the **Cart Overlay**. You can add notes (e.g., "No onions"), adjust quantities, or remove items.
- **One-Tap Send**: Hitting **"Send to Kitchen"** instantly fires the order to the KDS. No walking to a terminal!

TIP

Real-Time Feedback: Waiters get immediate "Order Sent" confirmation toasts, ensuring nothing is missed.

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3. 🔥 For the Kitchen: The Digital Chef's Screen (KDS)

Folder: /kitchen

Say goodbye to lost paper tickets. The Kitchen Display System is your kitchen's heartbeat.

Key Features

- **Live Order Stream**: New orders appear *instantly* with a flashing animation and sound alert 🔊.
- **Status Workflow**:
    1. **NEW** (Flashing Red): A fresh order just arrived.
    2. **PREPARING** (Yellow): Chef taps "Start Preparing" to acknowledge.
    3. **READY** (Green): Chef marks it as "Ready" when plated.
    4. **SERVED**: Final check when the food leaves the pass.
- **Station Filtering**: Have a dedicated Pizza station? Use the ⚙️ **Station Filter** to show *only* Pizza category items on that screen.
- **Dark Mode**: A contrast-heavy dark theme specifically designed for hot, bright kitchen environments.

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4. 🧑‍💼 For Managers: The Control Center

Folder: /manager

Stay on top of your business with real-time insights and effortless control.

📊 The Dashboard (index.php)

- **Live Stats**: See **Today's Sales**, **Total Orders**, and **Active Tables** at a glance.
- **Floor View**: A visual grid of all tables.
    - **Grey**: Empty

- **Yellow**: Occupied (Click to Bill or Add Items)

- **Green**: Paid/Ready

- **Take Away Mode**: A dedicated section for managing take-away/delivery orders separately from dine-in.

🍽 Menu Management (menu.php)

- **Easy Updates**: Add new products or categories in seconds with emoji icons 🍲.

- **86 Items Instantly**: Run out of fresh basil? Toggle the **Availability Switch** to hide it from waiter menus instantly.

- **Trash Bin**: deleted items go to a "Trash Bin" first, so you can restore them if it was a mistake.

🔢 Billing & Finance

- **Quick Bill**: Generate professional bills with one tap.

- **Order Modifications**: Need to void an item or change a quantity? The manager has override access to modify active orders safely.

☑ Reports & Logs

- **Sales Reports**: Track performance over time.

- **Activity Logs**: See exactly who did what (e.g., "Waiter John voided a Coke"), preventing theft and confusion.

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5. 💡 Why UPOS? (Selling Points)

If you are pitching this software, here is your "Elevator Pitch":

1. **Zero Training Needed**: It's as easy to use as a food delivery app. New staff can start in minutes.

2. **Speed**: Orders go from Table ➜ Kitchen in 1 second. No shouting, no walking.

3. **Accuracy**: "Spicy" tags, notes, and clear Veg/Non-Veg indicators reduce food waste from wrong orders.

4. **Control**: Managers see everything live. You can run your restaurant from a tablet in the corner.

5. **Modern**: It looks and feels premium, impressing customers who see the waiters using it.

Ready to transform your restaurant? Switch to UPOS today.

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