

TIM XL user manual 1.5

Welcome to TIM XL

TIM is the next generation handheld solution for the hospitality industry. TIM is easy to use, reliable, intuitive and quick. Oh, and we almost forgot: downright good looking. Even though we think most of you will never even need this manual, we figured we'd write it for those of you that get carried away and don't find some of the neat features we put in there, like the reverse check view or item editing. We hope you enjoy your new handheld application and don't forget to visit us at www.tim-app.com to check out the latest news or send us some feedback. Now let's start the app and dive right in!

Table of Contents

- Welcome to TIM XL
- Selecting a profile
- Logging in
- Check overview
- Floorplan
- Opening a Table or Tab
- Ordering Items
- Modifying items
- Check detail view
- Recipes
- Payment screen
- Functions screen

Selecting a profile

At the beginning of each business day TIM will ask you what profile you would like to work with today. This profile assigns you a menu, default check printer, revenue center and more. As you can still change this profile during the day, TIM gives you all the flexibility you could ever need.



Logging in

You can log in to TIM using your Aloha ID, and optionally your password. Type your ID into TIM and press 'OK'. If you did not yet previously clock-in, then TIM will allow you to do so by selecting your jobcode. If you use the original TIM employee cards you can use the QR code on the back for secure logging in. Just press the little QR button in the top right corner to activate the camera and scan the QR code on your employee card.

The Linea Tab device allows you to log in from this screen by swiping your employee magcard.



Check overview

After you logged into TIM you are presented with the tableoverview. This shows you the accessible tables. Green tables are owned by you, other tables are pink. You can access a table by selecting it. Pressing the New button allows you to open a new table, Express gives the ability to create an express order, Messaging allows you to read and send messages and the Functions screens gives you access to system functions like logout, Hostess functions and more. With the Tabs and Tables buttons at the top of the screen you can easily switch between Tabs and Tables.



Floorplan

After you logged into TIM you are able to access the floor plan. This shows you the accessible tables. Green tables are owned by you, other tables are pink. Tables with no color are free for starting a new table. You can access a table by selecting it.



Opening a Table or Tab

Opening a table or tab is a piece of cake. Either select one of the already listed tables or tabs, or press **+** in the toolbar. Depending on whether you are in the table or tab view, you will be presented with either a numeric keypad

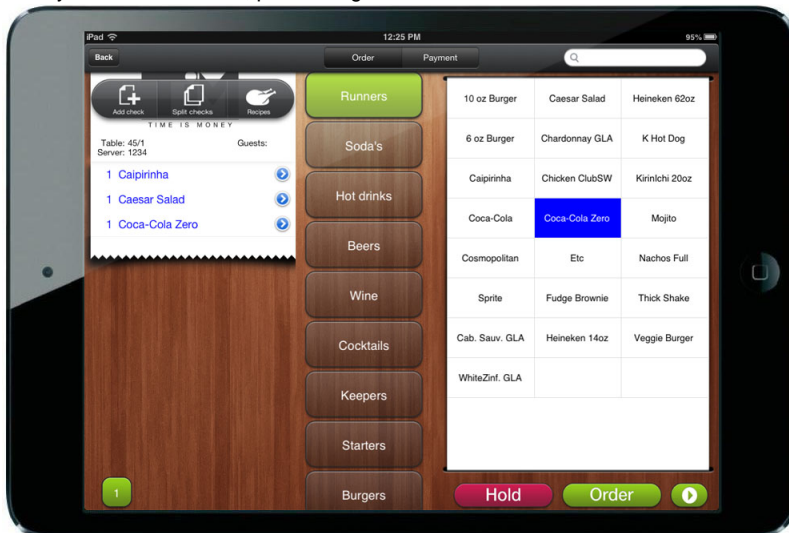
or a keyboard. After entering a tabnumber or tabname you will be asked for a guestcount. Also, when you select a free table in the Floorplan, you will access the New Table screen.

Alternatively, if you press the **+** button on the check overview screen and enter the number for a table already opened, TIM will access that table instead of trying to open a new table with that number. Isn't that smart?



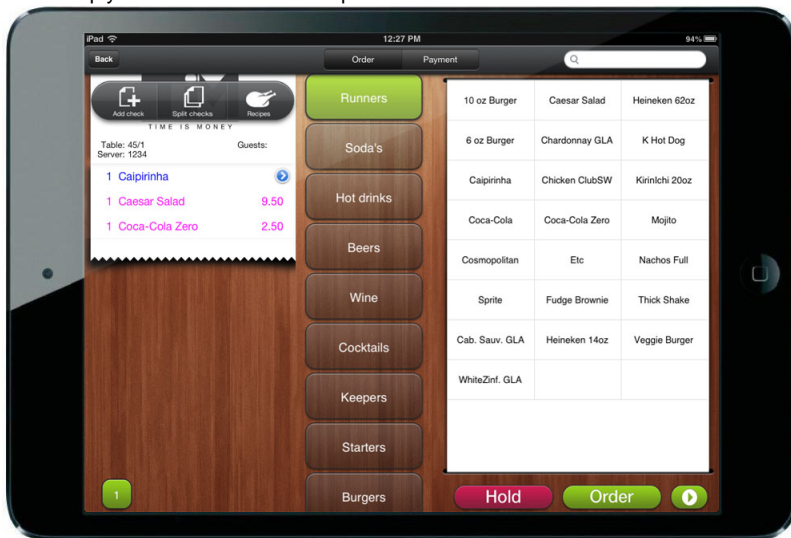
Ordering Items

After you accessed a table or tab you'll be able to order some items. Ordering items is easy. Press an item to order it. Hold the (blue) item to navigate to the item editing menu, where you're able to repeat the order, fill in a quantity, delete or modify the item. When you selected all items you wanted to order, press the green Order button.





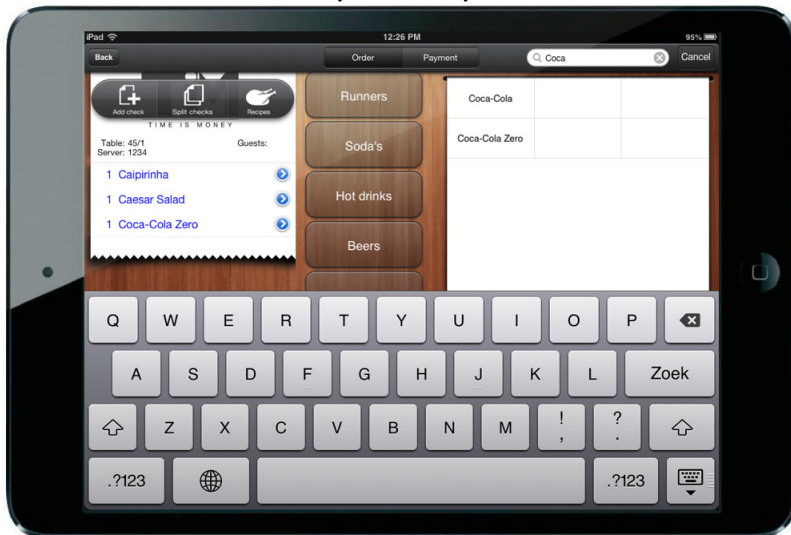
You also have the option to put items on hold. Select the item you'd like to put on hold and press the hold button. Only pressing the hold button will put the last selected item on hold. The item will appear in pink. To order hold items simply select these items and press order.



If you'd like to use a different order mode, press the (>) button next to the order button and select your order mode.



TIM also has the option to search for items. Enter your search term and tim will show items that fit the search term. You can then order these like you would any item.



Modifying items

Modifying items in TIM is as easy as you would expect it to be. When you want to order an item with a modifier, all you need to do is click on the blue arrow icon next to it. This will bring you to the modifier groups assigned to the item you selected. You can order modifiers from different groups or type your own by pressing the pen & paper icon. The NO, EXTRA and SIDE buttons give you the option to add modifier codes to the items.



Check detail view

The check detail screen gives you an overview of all the orders for a table or tab. From here you have several options:

Add check will add a new check to your table



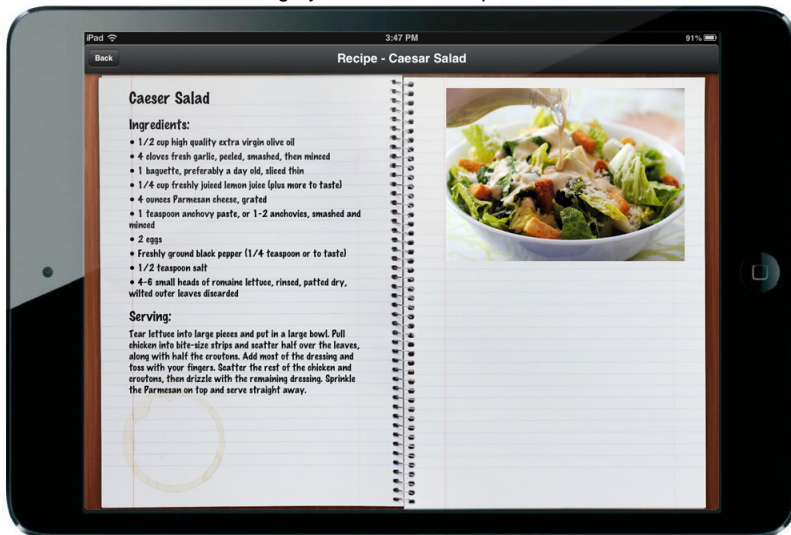
Split checks will allow you to split items to other checks on the same table. Select the item(s) you'd like to move and tap the check you'd like to move them to.



Recipes

If you want to see what ingredients an item contains, what wine pairing is advised or simply what the item looks like, you can view recipes right from TIM. To view a recipe while ordering all you have to do are two simple steps.

1. Press the recipe button: Pressing the recipe button activates Recipe mode and allows you to select an item you want to see the recipe for.
2. Select the item: Select an item that has a recipe. Items that have black text have a recipe or picture available. Items with grey text have no recipe.



Payment screen

After pressing the payment button in the check view screen, you will enter the payment screen. This screen allows you to either apply a full or partial tender, one of the defined comps or a promo. If the balance of a check is already reduced to zero, you can close a check with the Close button. Selecting the Check button gives you the option of either emailing or printing a check. The check will be printed at the default checkprinter for the used profile, or the checkprinter selected in the functions screen.



Functions screen

The functions screen is where you find other options you might require during operation.

1. The **Hostess** tab gives you functions to Dirty and Clear a table. This can be used in conjunction with Aloha Guestmanager, QSR's Hostess product and other tablemanagement systems that leverage the Aloha ProHost interface.
2. Under **Preferences** you will find the ability to select a preferred checkprinter, the ability to sort your Tables and Tabs differently and what Aloha POS menu you want to use.
3. If you are using TIM in a hotel environment and Aloha is interfaced to the PMS, you will see the option **PMS inquiry** which allows the user to perform a room inquiry.
4. The **Logout** button logs you out of TIM and returns you to the employee login screen.

