Changing Menus Article

PixelPoint now has the ability to change menus through a selection on the manager menu, or to set a scheduled time to automatically switch from one menu to the other. The setup and functionality of both features are described in this article.

Note: Additional menus can be set up in BackOffice using the 'Multi Menu' function from the **Products** menu. All POS stations must be returned to the login screen before any menu changes (scheduled or automatic) can take effect.

Scheduling an Automatic Menu Change

Menus can be set to switch automatically at a specified time. To enable this function:

1. Open an empty Notepad file and name it POSAutoMenu.ini (ensure the spelling is correct).
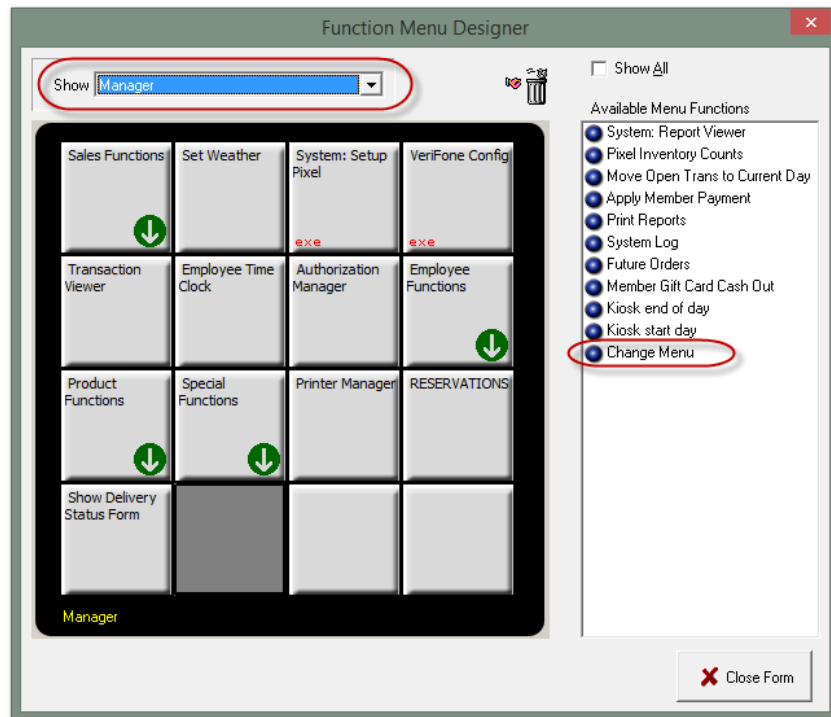2. Enter Auto Menu entries using the following format:

.ini File Entry	
`[AutoMenu1]`	This tag opens a new Auto Menu entry. Additional entries should be named [AutoMenu2], [AutoMenu3], etc.
`Stations=1, 2, 3, 100..150`	Individual stations can be named with each separated by a comma (,) and a space A range can also be selected, with the smallest and largest numbers being separated by two dots with no spaces (..)
`MenuIndex=2043`	Enter the number assigned to the menu to be displayed from the Multi Menu section
`TimeStart=9:00am`	Start time for the chosen menu to be displayed
`TimeEnd=12:00pm`	End time for the chosen menu to be displayed

The above example, [AutoMenu1], will cause stations 1, 2, 3 and 100-150 (including all station numbers between 100 and 150) to switch to menu #2043 at 9am and switch back to the Default menu (set in Station Setup) at 12pm.

Manually Changing Menus

To change menus manually, the option 'Change Menu' must be added to the Manager window. Too add this option:
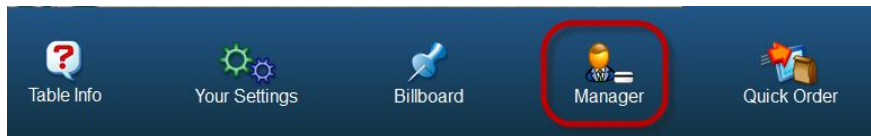
1. In BackOffice, Select 'POS Function Setup' from the **Administrator** menu.
2. In the **Show** dropdown list, select 'Manager'.

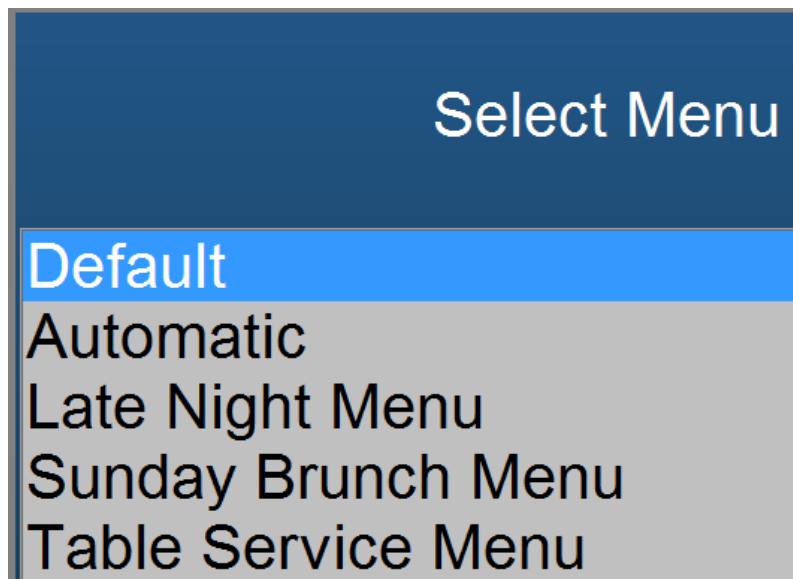3. Drag and drop the 'Change Menu' function to an empty button slot.

The button will then be visible within the Manager menu in the POS.

Selecting the 'Change Menu' button will bring up a window showing a list of available menus to switch to:

- The Default option is the main menu configured in Station setup.
- The Automatic option should be selected if the user wants to schedule a menu change using the .ini file detailed in the previous section
  - o Note: Adding the Change Menu button and selecting the Automatic menu selection is **not** necessary for the Automatic Menu Change function to work
- Any additional menus created using the 'Multi Menu' function will be listed and available to select

Note: After running an End of Day, all menus will revert back to the Default menu.