

# Bottle Count Application Help

Version 1.1

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## Overview

The Bottle Count is a desktop and mobile application used to track the daily usage of fluids in a bar or restaurant. Many times within these industries that are situations where the added inventory isn't generating the expected sales revenue. This can be caused by a number of situations like bartender mistakes, overpouring, or just plain stealing of the products. Bottle Count allows management to track the usage of the product before each shift to identify where the lose is occuring. The application tracks products that are sold in units, i.e. a bottle of beer, as well as partial sold products like liquor. Inventory snapshots are taken to register the count of unit sold products and weights of the partial products. The partial items are weighed in grams using a standard digital kitchen scale. Sales data for the day is entered into the system. A usage report between two snapshot dates will list each items usage, sales count, and the over/under servings. This report will quickly show you where your loss of revenue is occuring.

## Registration

In order to start using the Bottle Count application you must complete the user registration process. Select Register from the navigation bar as shown below. The registration form will require a license code and email address. The license code was delivered at the time of purchase. Once registered select Sign In and enter your email address to gain access to the application.



(Navigation Bar with user registration option)

## Navigation

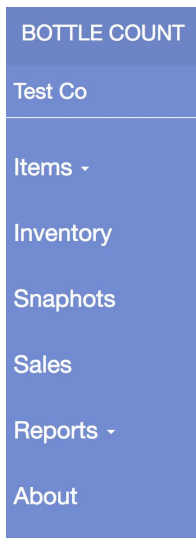
Depending on the device you're using the user interface will look different. On a desktop/laptop device the navigation bar will show the available menu options and the sidebar with its options will always be visible. When using the application on a mobile device the navigation bar may be compressed. To reveal the navigation bar menu items select the options menu on the right. To access the sidebar select the home button on the left. The gear icon will present a form with global configuration options as described below. The question mark icon will display this help document.



(Navigation Bar for desktop devices)



(Navigation Bar for mobile devices)



(Application Sidebar)

## Configuration

The application provides a global set of configuration options that can be accessed by selecting the gear icon from the navigation bar at the top.

Configuration options:

- Grams Per Ounce
  - This option defines the serving size for your partial items, i.e. a shot of vodka. One ounce of liquor weighs approximately 36 grams. Typically this value won't need to be changed.
- Ounces Per Serving:
  - This field allows you to define how many ounces are in your serving. With this value and the grams per ounce we can compute the weight of a serving. If your standard serving size is 1.5 ounces then your grams per serving would be 54.
- Grams +/-:
  - This field is used to define a tolerance of grams to ignore when computing an inventory usage report. The default is 2. This means any item's usage within 2 grams of the serving size will be ignored.
- Pour Spout Grams:
  - If your partial items use a standard size pour spout its weight can be entered here. The value in this global configuration will be used for all weighed items.

Within each item you have the option to override this value with a specific weight for that item. When weighing an item the pour spout can be left on the bottle for quicker snapshot sessions. Knowing the weight of the pour spout allows the system to subtract its weight when computing a bottles usage.

## Items

The application comes with a default set of typical items found in a bar. Each item contains a category to allow for better grouping within various reports. An item can be either a single such as a bottle of beer, serving of rum, a bag of chips or it can be a mixed item such as a long island iced tea. The items library has options to add, change, or delete individual items.

## Categories

The default categories are beer, wine, vodka, rum, and food to name a few. Each category has a name and a checkbox to indicate if the item is sold as a unit or not. Sold as a unit would be items such as a bottle of beer, or bag of chips. When entering inventory snapshots a whole number is entered for these types of items, i.e. 46 units of Bud Light. An item not sold by the unit, i.e. Well Vodka, would be entered as the number of grams the bottle weighs.

## Inventory Items

The inventory items are sold by the unit or sold as partial items. Miller Lite, Coors, Bacardi Rum, Well Vodka, Jack Daniels to name a few. Each item contains the name, a category, full bottle unopened weight, empty weight with its pour spout, and the weight of the pour spout. If the full and/or empty weight has not been entered computation errors can occur in the usage report if a full bottle is introduced into the inventory or a partially full bottle is used and now gone from the inventory count. The usage report will highlight item that are missing either of these values. Each item also contains a value to define the order it sits within the bar. When performing a snapshot of the items the first item will be presented for quantity/weight. As each items count is entered the application will automatically present the next item in the order list. This allows for quick/efficient reading of the items.

## Mixed Items

The mixed items library defines items sold that contain more than one inventory item. These are basically any mixed drink. The mixed item contains a name and a number of inventory items and the full units or partial fluid ounces used to make up the drink. For example, a long island iced tea contains ½ ounce of rum, tequila, vodka, whiskey etc. Each of these items is entered with their respective units/ounces. All of the mixed items will be added to the Mixed category.

# Inventory

As new products are made available to bartenders they are added to the inventory. When adding the item is selected from a list and the number of units is added. I.e. Bud Light, 48 or Absolute, 1. Each inventory entry includes a date/time. This date is used to include inventory items that fall in between the two snapshot dates of the usage report.

# Snapshots

When creating a product snapshot the date/time of the snapshot session is entered. Each item's count data form is presented in the order defined by the inventory items library. For items sold by the unit the quantity is entered. For partial items a full quantity and/or a partial bottle's weight can be entered. Selecting the Create button will save the entry. When a previous snapshot for a given item exists, the application will present the previous units and/or weight in the data entry form. If the item hasn't changed from the previous snapshot then the Prev button can be selected to automatically enter the previous data values. This will help speed up the snapshot session. If a mistake is made and an item in which the snapshot is already entered, select Cancel, find the item from the list of snapshots already entered, correct the item and select Save. Then select Create from the snapshot list to resume with the next item in the order list. Once all items have been entered the application will return back to the item snapshot list.

# Sales

The sales area of the application is used to enter the items sales for a given day. These sales numbers are used to compare against the item snapshots showing over/short revenue for each item in your inventory.

# Reports

## Usage Report

The Usage report is the heart of the Bottle Count application. It provides you and the business owner/manager with the details to show where product revenue is not being collected by your staff. The option will prompt you to select two snapshot session dates. Once selected a list of each item and its units/weight used, sales, and over/under amounts are shown. Only items who over/under amount are greater than the Configuration Grams +/- will be shown. If the Show All Items checkbox is selected then all items are shown in the report. Selecting a row from the list will display the usage/sales details for the item.

## On Hand Report

The On Hand report shows the number of units/servings that are available for each item based on the last item snapshot session. The report can be sorted in a few ways by clicking on Order, Category, or Name. The report can be helpful when determining which items need to be ordered.