



Portable Stock Take Unit Installation & Operation - **HOW TO**

Introduction

The Menumate portable stock take unit is a device that allows the business owner or manager to perform fast, efficient and accurate stock takes.

Currently Supported Stock Take Terminals

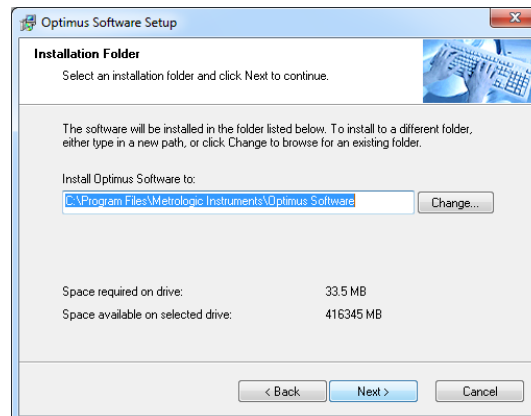
- Honeywell Optimus



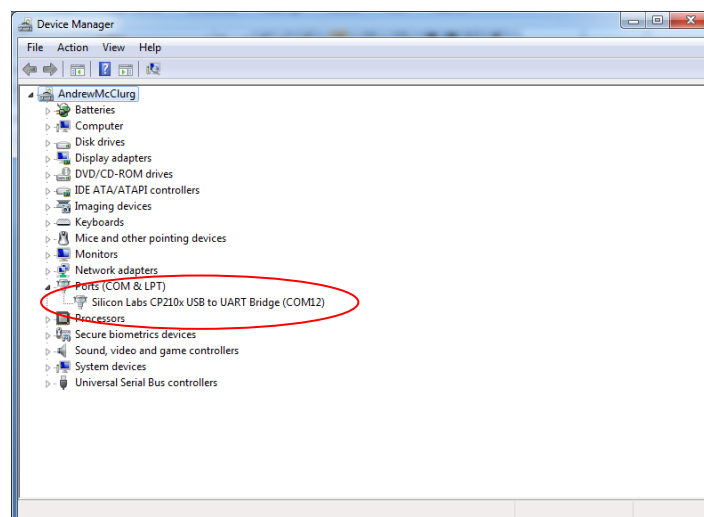
Installation (Optimus)



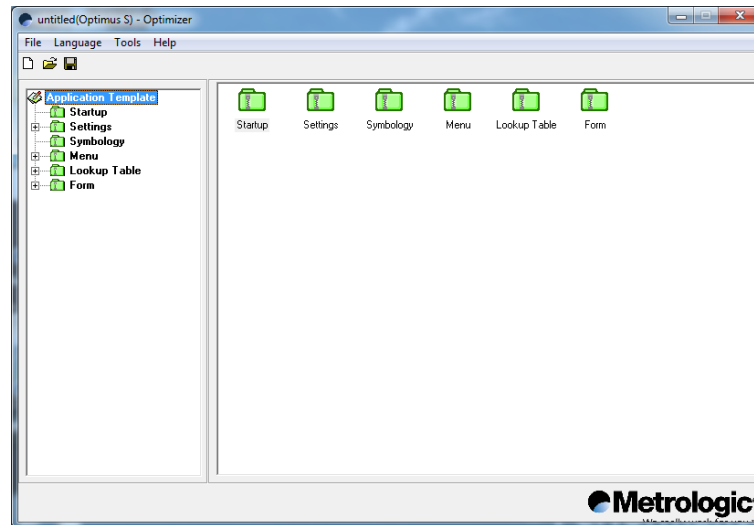
- Ensure the portable stock take unit has been assembled and charged fully.
(DO NOT CONNECT THE UNIT TO THE COMPUTER YET)
- Install the Optimus Drivers from the supplied CD.



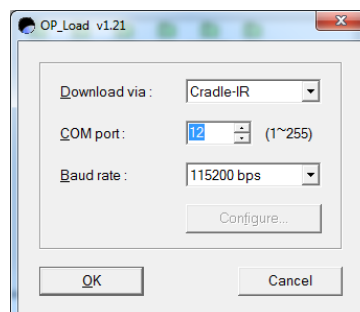
- Connect the USB Cable from the Stock take unit to the Computer's USB port and let the computer automatically install the drivers and create the virtual serial port.
- Open up the System / Device Manager from the Control Panel on your computer to find out the new virtual serial port that the stock take unit has been attached to. E.g COM12



- Select Start, All Programs, and Optimus Software and run Optimizer. This will open the configuration software.

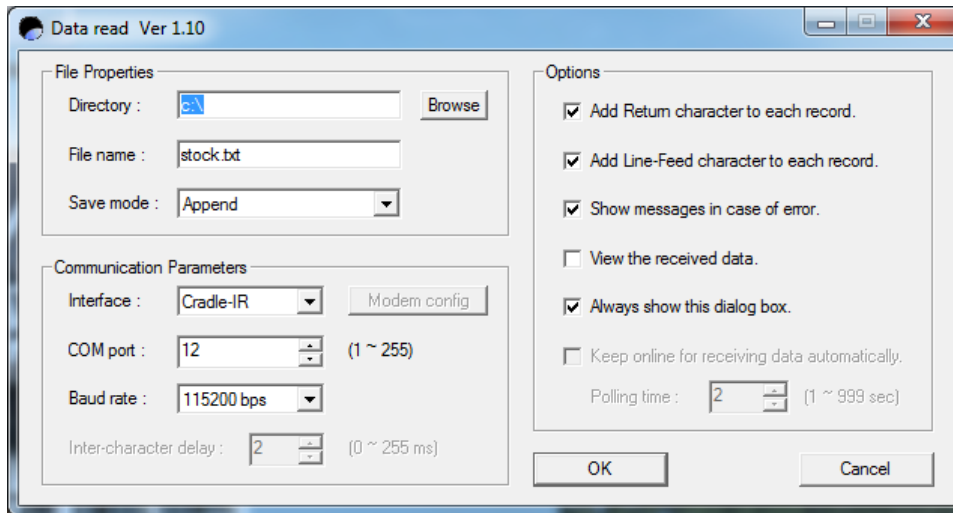


- Select File, Open and choose the **menumate.opt** file (available only from Menumate). This will configure the software to work with Menumate.
- Press F6 on the computer and change the COM PORT to match the virtual serial port from the prior steps.



Turn the hand held terminal on, select (3) for Utilities, (1) Transfer Files, (1) Get Program and put the unit back into the cradle. On the computer OP Load screen press OK to send the program to the hand held. The Hand Held will show the progress bar and when completed the computer will display Downloaded Completely.

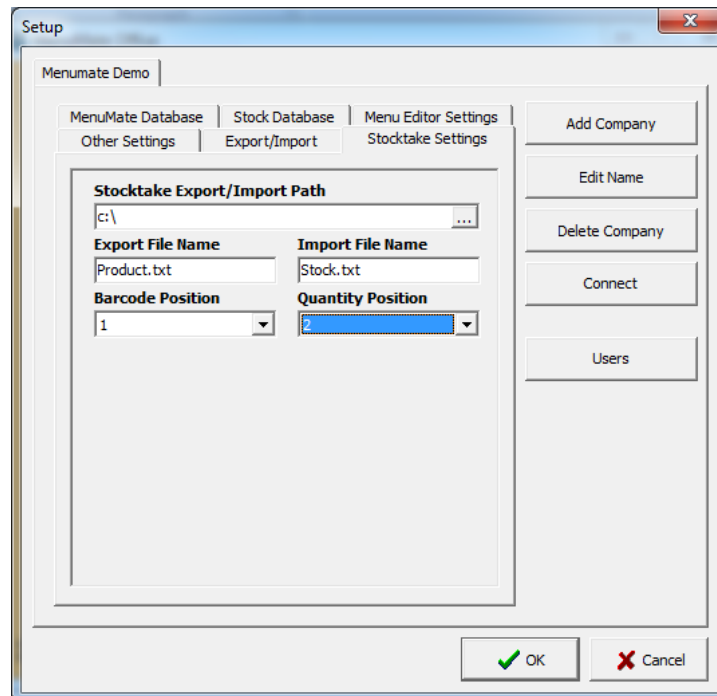
- On the computer select Start, All Programs, Optimus Software, Utilities and send the DATA READ application to the Desktop (Create a Short Cut). This application is the main application used to receive data from the hand held. Configure the DATA READ application with the below details (EXACTLY)





Configuring Menumate (Optimus)

- In the setup section of Menumate Office in the Stocktake Settings tab set the field as below (EXACTLY)

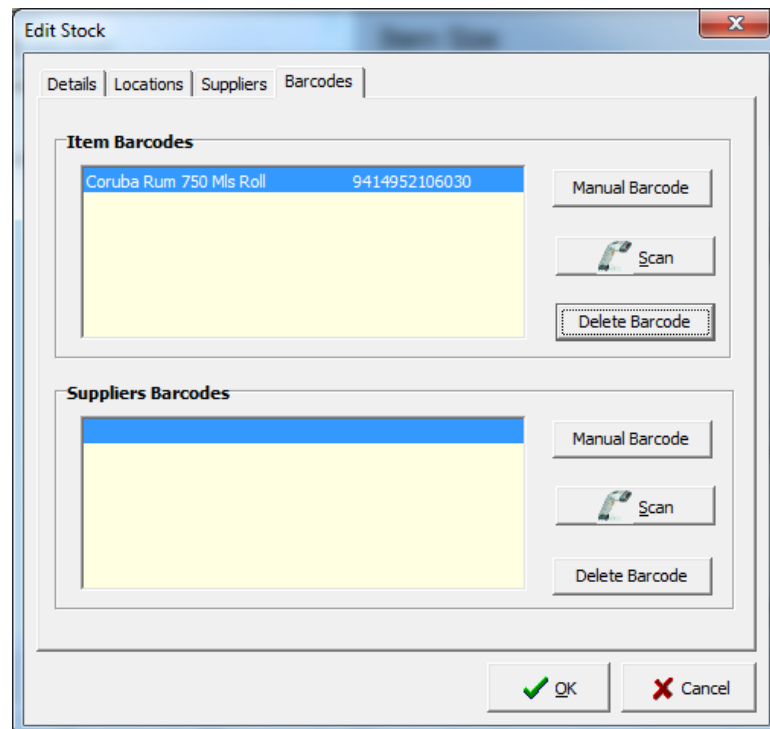


The screenshot shows the 'Setup' dialog box for 'Menumate Demo'. The 'Stocktake Settings' tab is selected. The 'Stocktake Export/Import Path' is set to 'c:\'. The 'Export File Name' is 'Product.txt' and the 'Import File Name' is 'Stock.txt'. The 'Barcode Position' is set to '1' and the 'Quantity Position' is set to '2'. The 'OK' button is highlighted with a green checkmark.

- Press OK when completed

Building the Barcode Stock Database in Menumate

- Each stock item needs to be setup in Menumate in the normal manner, but more importantly the stock item's barcode needs to be loaded, otherwise items counted in the hand held terminal will be ignored.

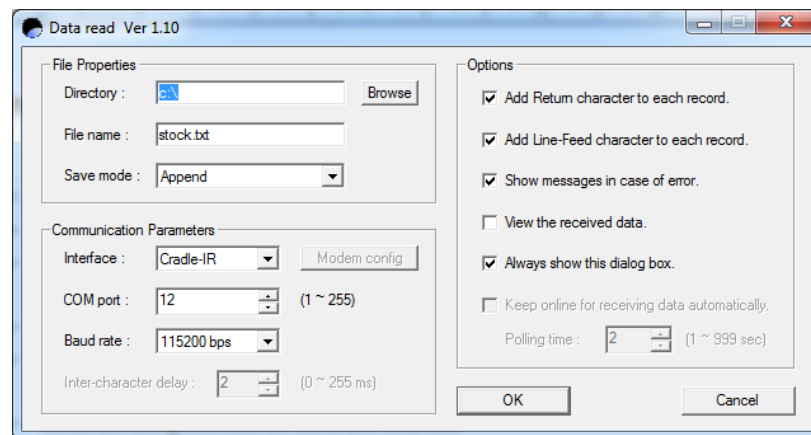


- Each item can have multiple barcodes

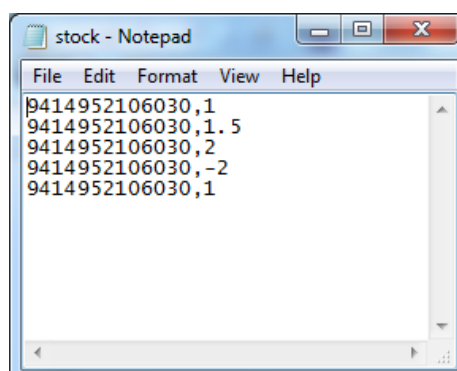
Using the Optimus Hand Held



- Turn the Hand Held On
- Press (1) Run Program, This will display STOCKTAKE
- Press the one of the arrows (Enter) next to the Orange Button. This will Display Scan Barcode and QTY
- Scan the Barcode of the item you are counting
- If there is ONE then press one of the arrows (next to the orange button) to move to the next item or enter the quantity and press one of the arrows. If you make a mistake then scan the item again and enter a negative quantity
- Continue doing this until all items are counted
- When completed the count press ESC
- Start the DATA READ application from your desktop computer.
- Put the hand held unit in the cradle and press (2) Send Data
- One the computer press OK in the DATA READ application

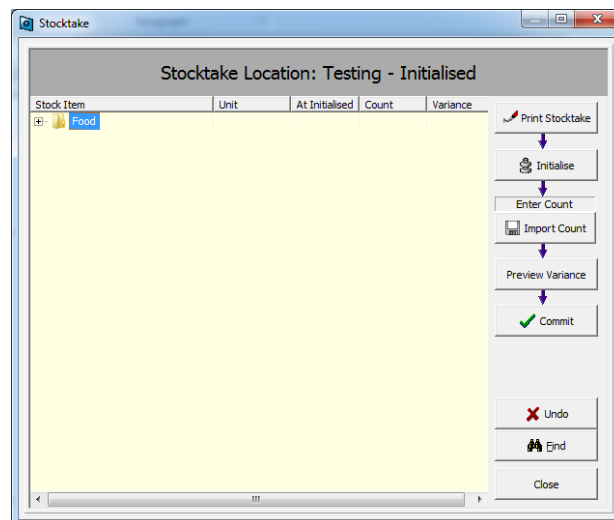


- When completed there will be a stock.txt file in the C: Drive of your computer. It will contain the Stock information that has been counted

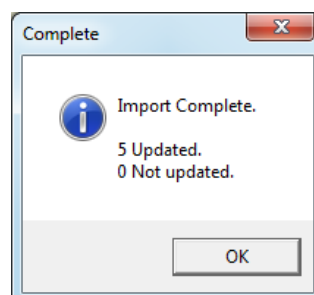


Importing the Data into Menumate

- Start the Stocktake in the normal manner as all stock takes.
- When in the count screen press IMPORT COUNT. The menumate system will read the STOCK.TXT file that came from the hand held unit and import it into the Menumate Count system.



- The Menumate system will display which items have been imported and matched to a stock item and how many have been ignored.



- Complete the Stock take as normal.
- On the Stocktake Unit follow the on screen instructions to delete the counted data.