

## Expeditor Screens

### About this Guide

This guide consists of two sections:

- **Overview** – A brief description of what an **Expeditor Screen** is.
- **How-to Configure an Expeditor Screen** - A procedure to configure an Expeditor screen in a Multi-Station KDS system. This guide assumes that you already have a Multi-Station KDS system setup as described in the Epson KDS Multi-Station Quick Start Guide.

This guide is relevant for:

KDS FW: **v2.50 and above**

KDS Utility (Windows): **v2.5.0.0 and above**

## Overview

An **Expeditor Screen** shows an order in its entirety as it enters the KDS system but can only be bumped off once the items are bumped from their respective Prep screens. The background color changes when orders can be bumped from the Expeditor screen.

0 Expo Thu Nov 22 11:27 AM 2018 AVG Time MM:SS 0				
1 Stephanie Smith 00:07 Tbl 1 CK# 0133	2 Stephanie Smith 00:07 Tbl 1 CK# 0134	3 Stephanie Smith 00:05 Tbl 1 CK# 0135	4 Stephanie Smith 01:02 Tbl 1 CK# 0136	5 Stephanie Smith 00:51 Tbl 1 CK# 0137
1 Classic Hamburger Pickles Extra Tomatoes Onions Lettuce Mustard 1 Cheesburger Extra Ketchup Extra Onions Lettuce 2 POP 2 French Fries	1 Veggie Burger Pickles Extra Tomatoes Extra Onions Extra Lettuce Mustard 1 Chicken Sandwich Pickles Mayo Tomatoes Onions Extra Lettuce 2 POP	1 Classic Hamburger Extra Pickles Extra Onions Lettuce Mustard 1 Classic Hamburger Extra Ketchup Extra Onions Lettuce Mustard 1 Salad 1 POP 1 French Fries 1 Juice	1 Classic Hamburger Pickles Extra Onions Lettuce Mustard 1 Cheesburger Extra Ketchup Extra Onions 2 POP	1 Ham Sandwich Pickles Extra Ketchup Onions Lettuce Mustard 1 Salad 1 Juice
6 Stephanie Smith 00:41 Tbl 1 CK# 0138	7 Stephanie Smith 00:32 Tbl 1 CK# 0139	8	9	10
1 Veggie Burger Pickles Extra Tomatoes Extra Onions Extra Lettuce 1 French Fries 1 POP	1 Classic Hamburger Extra Pickles Extra Mayo Extra Tomatoes Onions Lettuce Mustard 1 Salad 1 French Fries 1 POP			

Figure 0.1 – Expeditor Screen

# How to Configure an Expeditor Screen

This procedure assumes that you already have a Multi-Station KDS system setup as described in the Epson KDS Multi-Station Quick Start Guide. These steps can be referenced to configure an Expeditor screen for any Multi-Station KDS.

## Step 1: Adding an Expeditor Tile

1. Select the **Tiles** configuration.
2. Add  a new **Tile**.
3. Name the new Tile **“Expo”**.
4. Click **“For Kitchen Display”**.
5. Click **“OK”**.

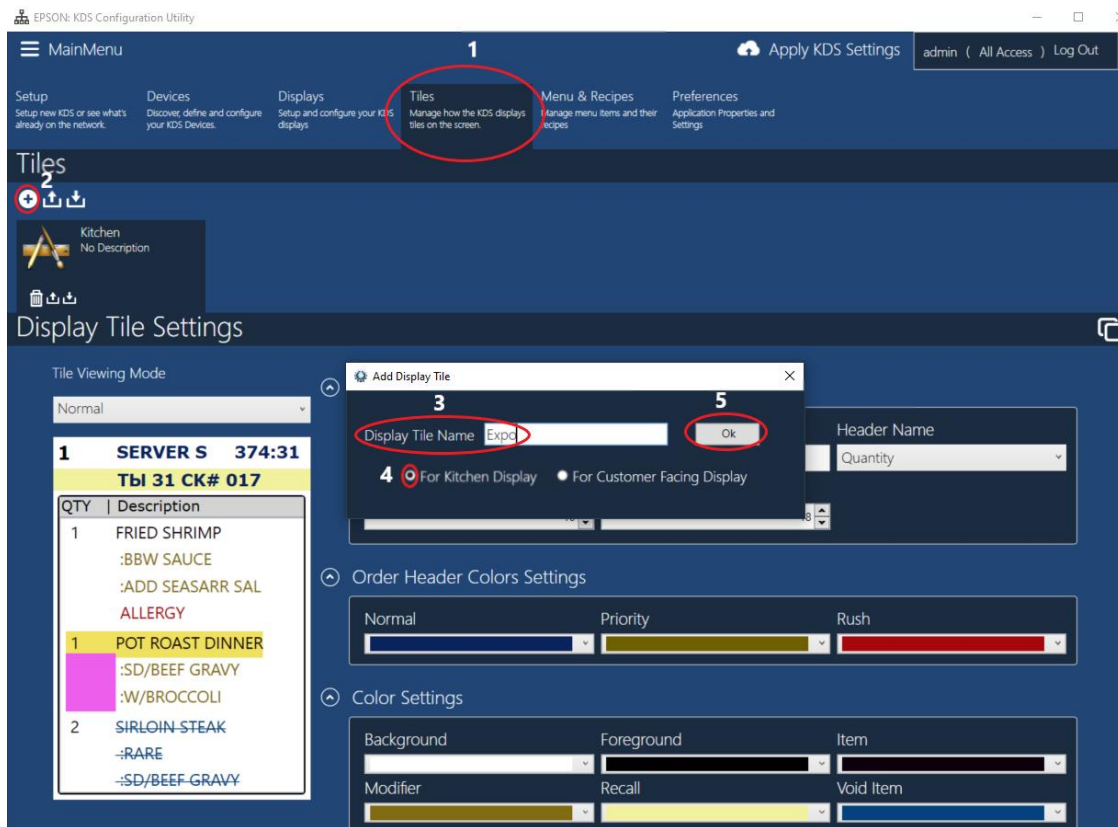


Figure 1.1 – Adding Expeditor Tile

## Step 2: Adding Expeditor Display

1. Select “**Displays**”.
2. Click  to add Display.
3. Name display “**Expo**”.
4. Click **OK**.

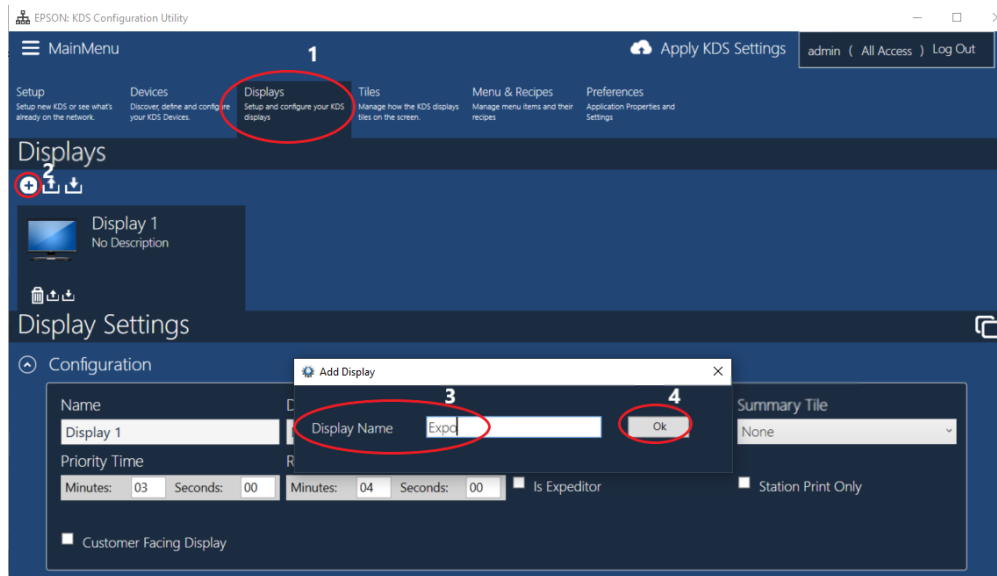


Figure 2.1 – Adding Expeditor Display

5. Click “**Is Expeditor**” box.
6. Choose “**Expo**” in Display Tile.

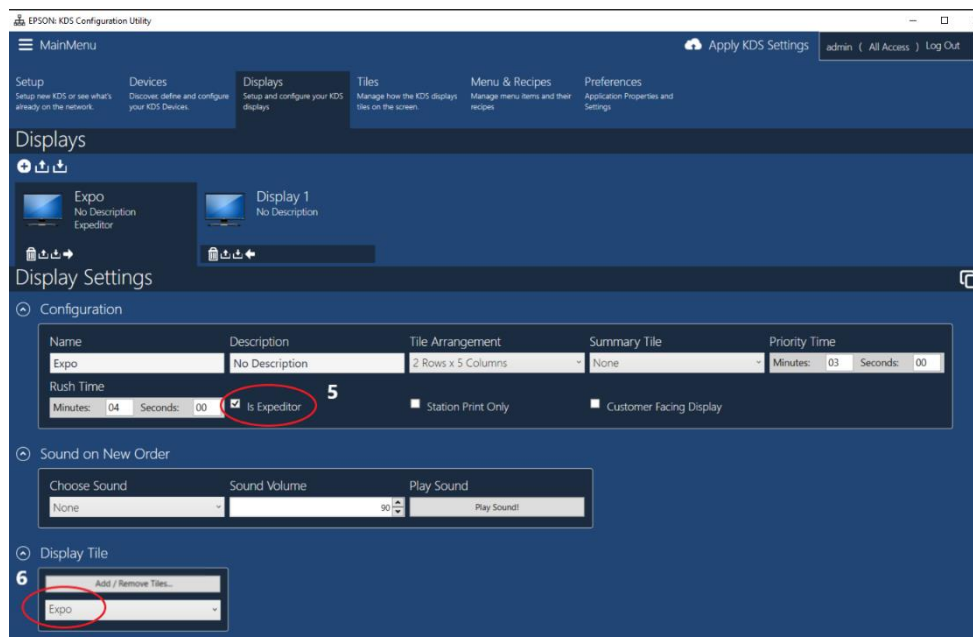


Figure 2.2 – Enabling Expeditor Functionality and Assigning Tile

### Step 3: Assign Expeditor Display to Device

1. Select **Devices**.
2. Choose **Device 2** to assign as the “**Expo**”.
3. Ensure that “**Expo**” is selected in **Display Manager**.
4. Click “**Apply KDS Settings**”

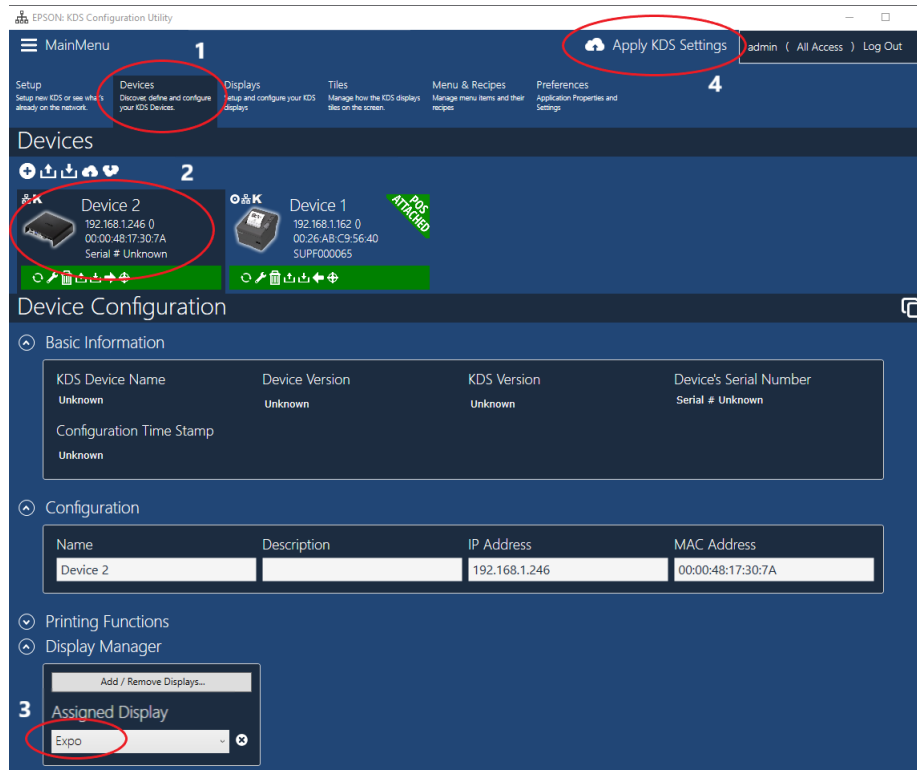


Figure 3.1 – Assign Expeditor to Device

5. The new configuration will be uploaded to the system. Click **OK**.

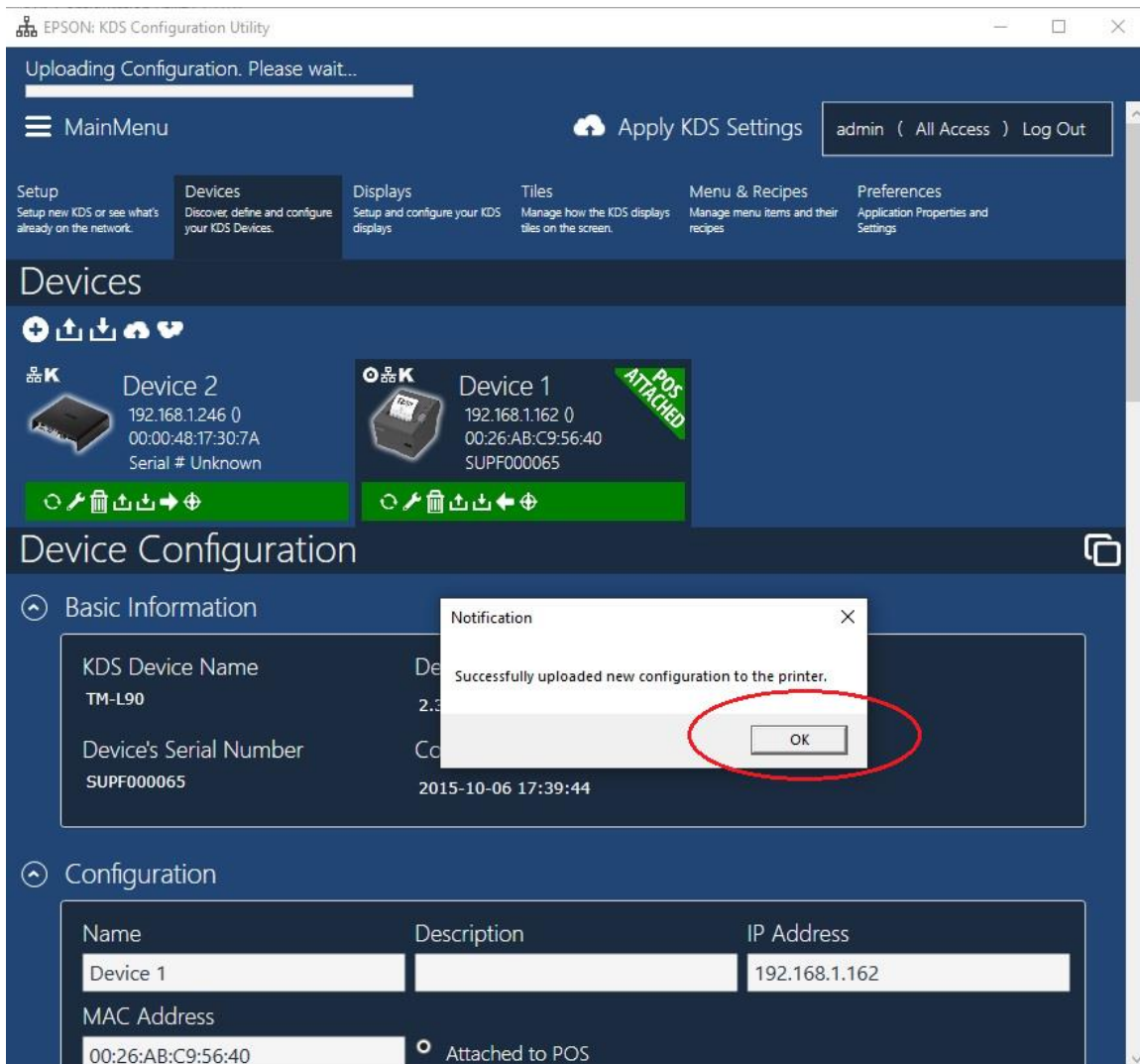


Figure 3.2 - Configuration Successfully Uploaded

6. The display attached to Device 1 will now function as an Expeditor screen.