

# Tickets

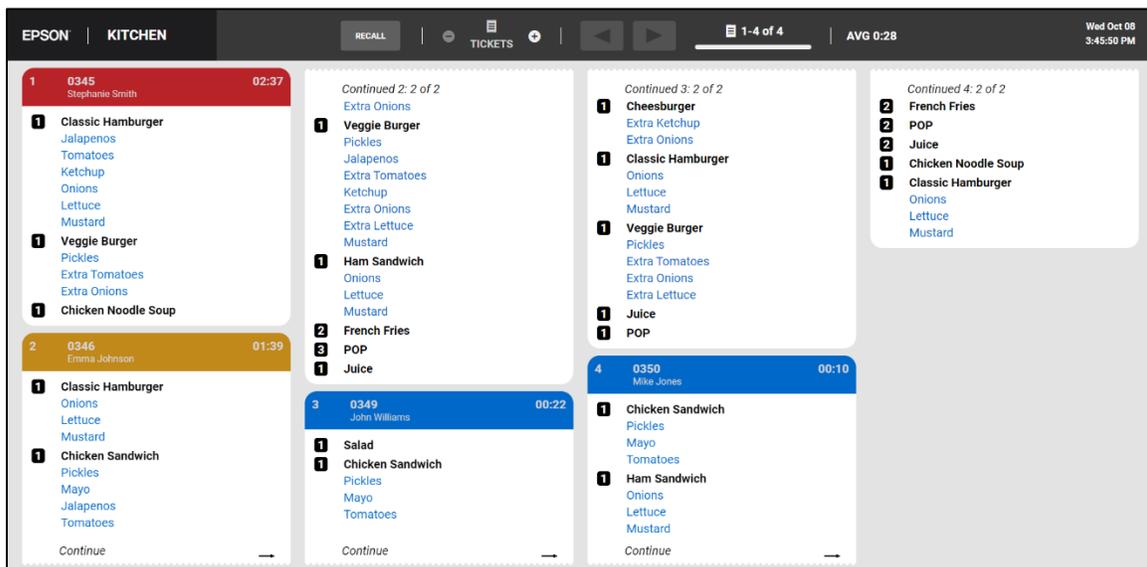
## About this Guide

This guide consists of 3 sections:

- **Overview** – A brief description of what Tickets are in a TrueOrder™ Kitchen Display System (KDS).
- **How to Configure** – A procedure that can be followed to add a new Ticket.
- **Appendix** – Highlighting the configuration options.

## Overview

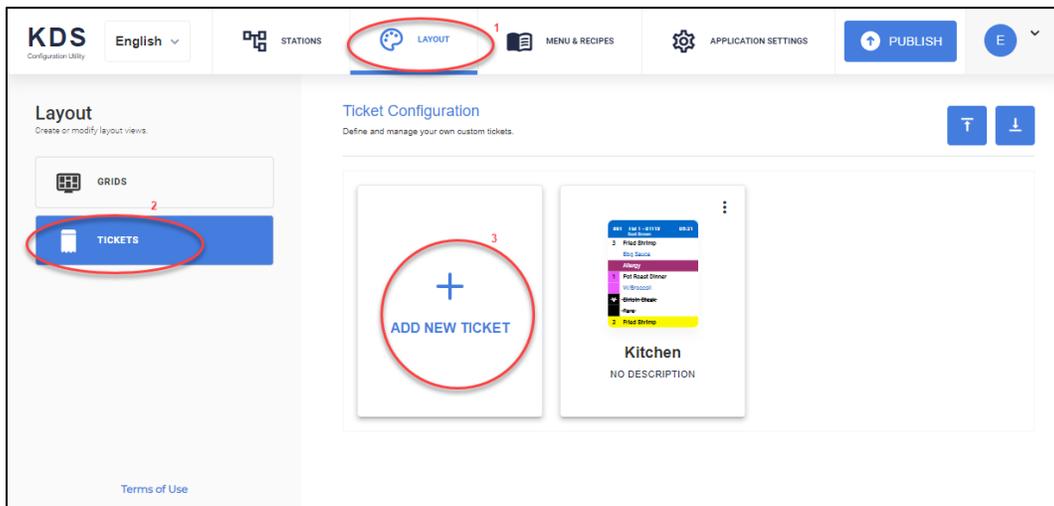
Tickets contain the order information and are displayed in a tile on the KDS display. The Item Font Size, Line Spacing, and Color Themes are all modifiable. Different display tickets can be created to allow each display to have its own unique look. This guide covers how to configure tickets.



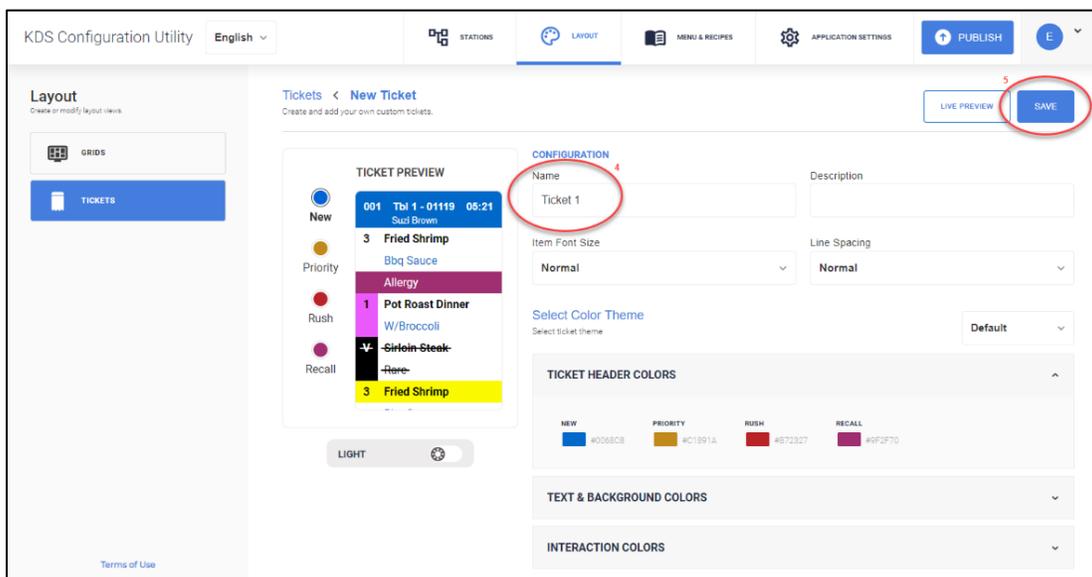
# How to Configure Tickets

This guide assumes that you already have a Single-Station KDS system setup as described in the TrueOrder KDS Single-Station Quick Start Guide.

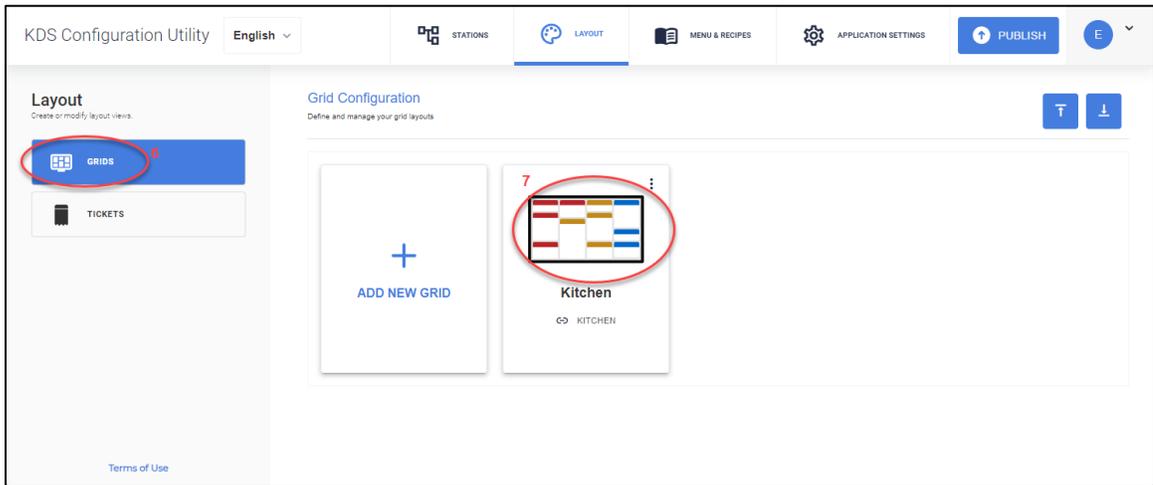
1. Select the **Layout** tab.
2. Click **Tickets**.
3. Click **Add New Ticket**.



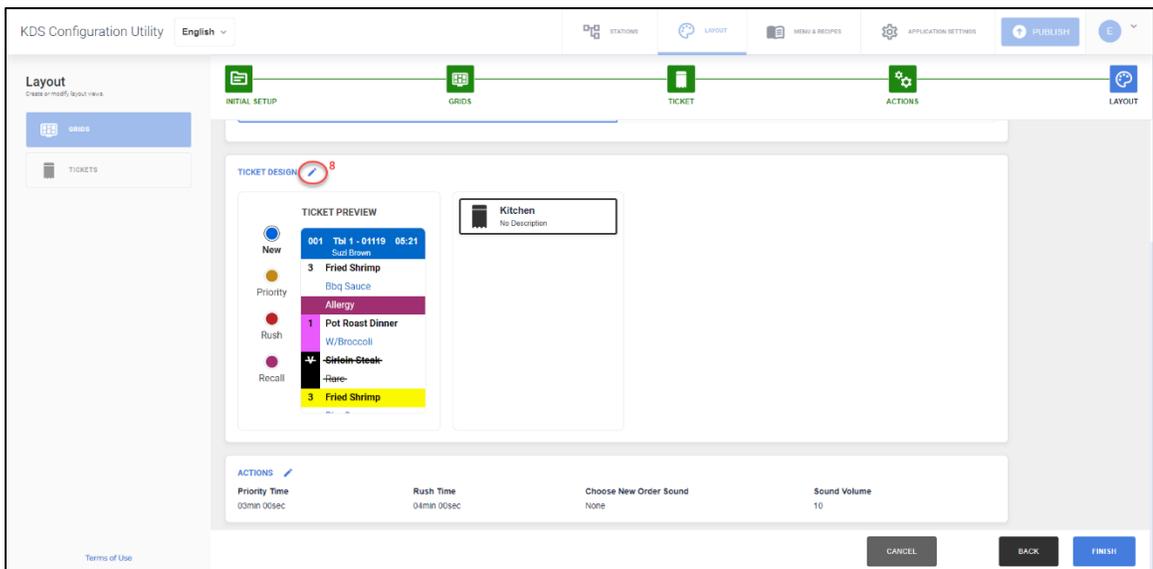
4. **Name** the Ticket.
5. Click **Save**.



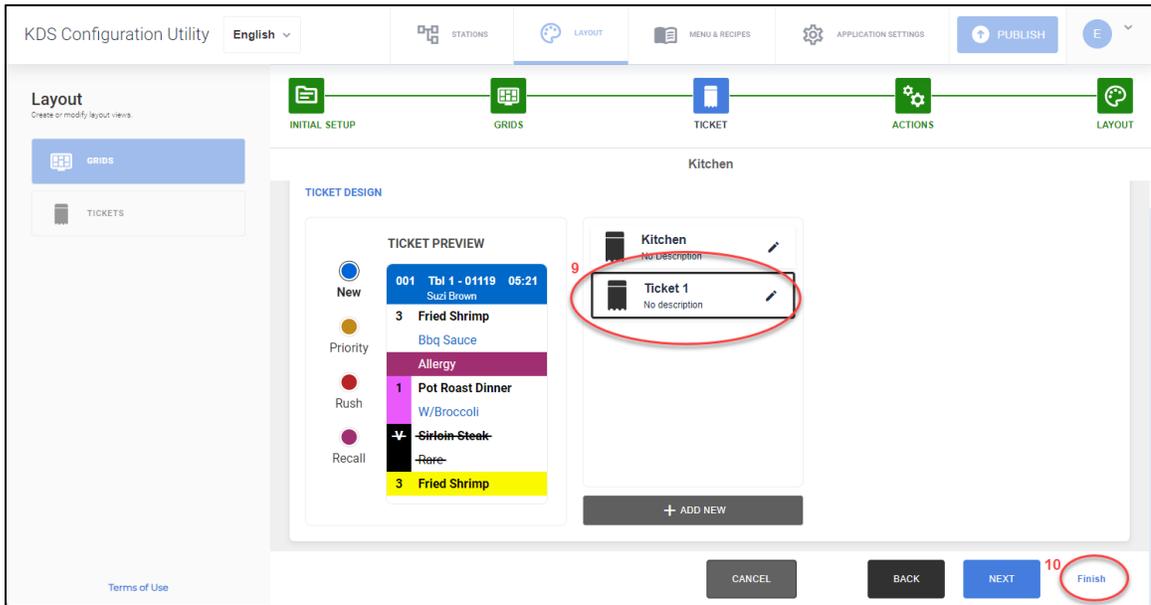
6. Click **GRIDS** in the left-hand menu.
7. Choose which Grid/Layout you want to configure.



8. Scroll down to the TICKET DESIGN section and click on the pencil icon to modify.



9. Select **Ticket 1** (the newly created ticket design).
10. Click the **Finish** button.



11. Click the  button to publish settings.

## Appendix

1. **Item Font Size** – There are 6 preset Item Font Sizes and an option to customize the size *numerically*.
2. **Line Spacing** –
  - Small
  - Normal
  - Large
3. **Color Theme** – There are 5 preset Ticket color themes, and an option to set custom colors by setting each color using a scale/color #.
4. **Mode** – There is a *Light Mode* and a *Dark Mode* option for the preset color themes.

