

Summary Ticket

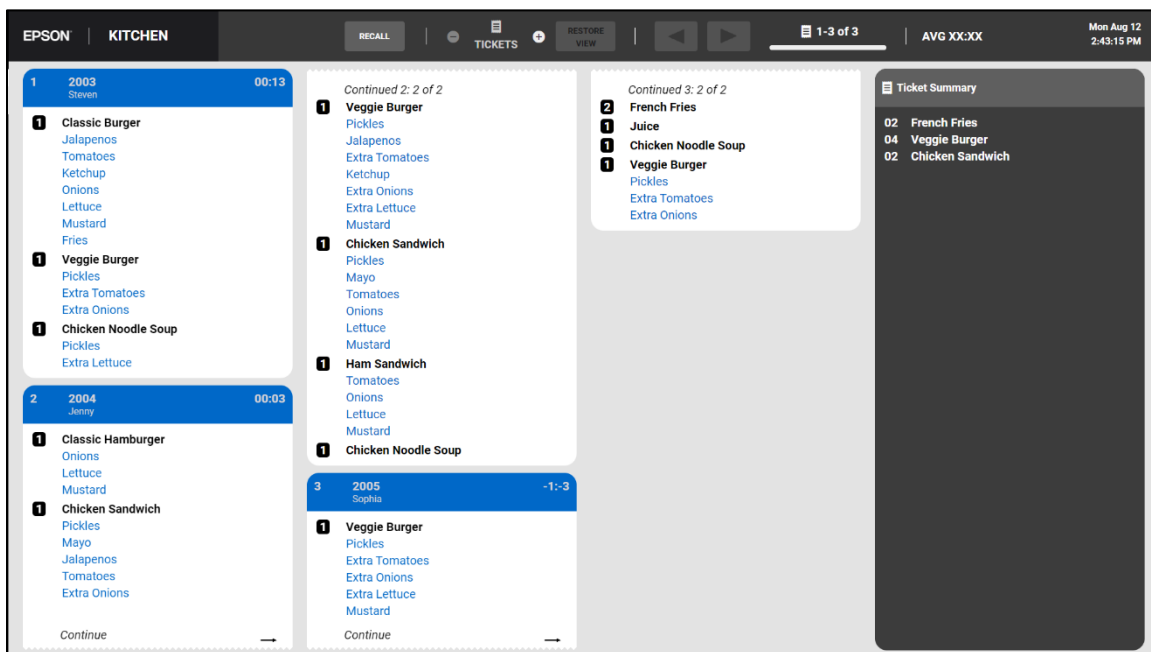
About this Guide

This guide consists of 2 sections:

- **Overview** – A brief description of what a Summary Ticket is in a TrueOrder™ Kitchen Display System (KDS).
- **Configure Summary Ticket** - A procedure to add a Summary Ticket to a Prep screen.

Overview

Any KDS prep screen can be configured to have the rightmost ticket designated as the Summary Ticket. The Summary Ticket tallies the items on the screen giving the kitchen staff a quick look-up for popular items to be prepared.

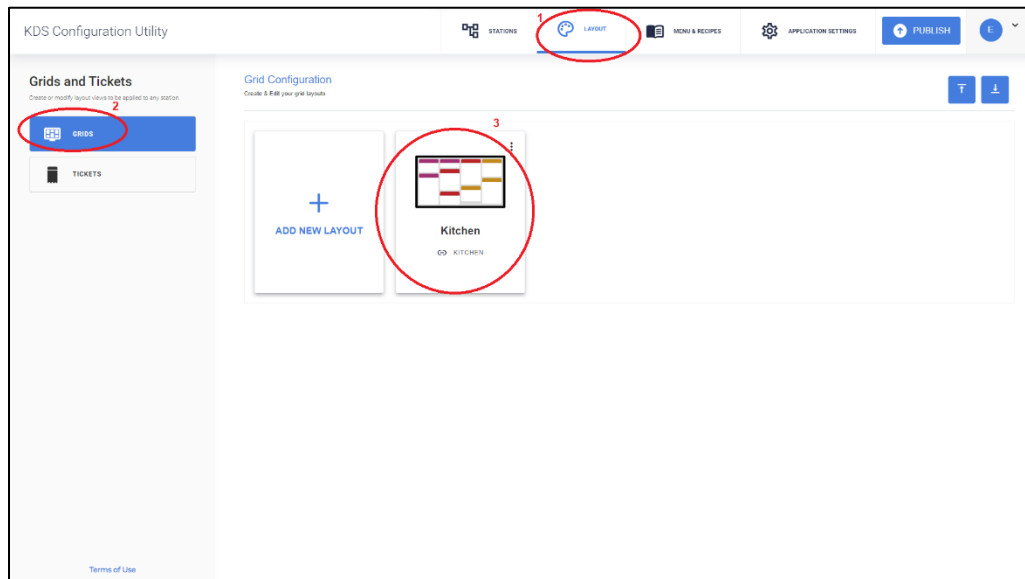


Configure Summary Ticket

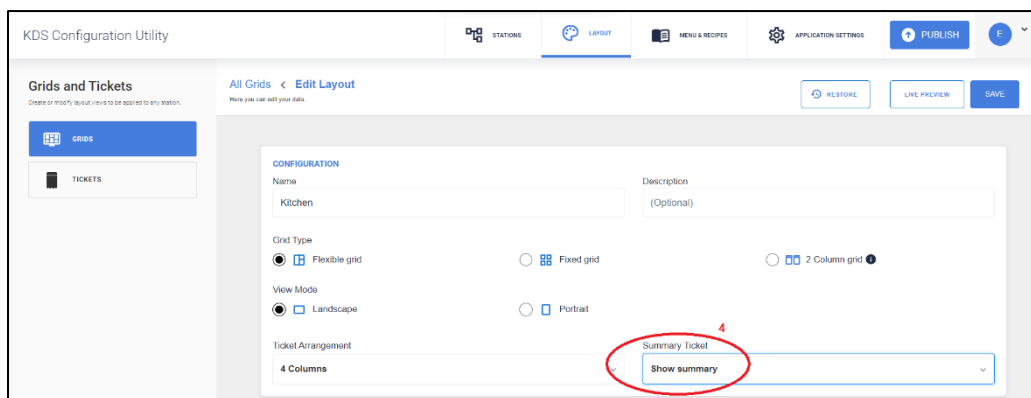
This guide assumes that you already have a Single-Station setup as described in the TrueOrder KDS Single-Station Quick Start Guide. However, the steps can be followed to apply this to Prep screens in a Multi-Station KDS as well. This function requires that **Menu Items and Groups** be configured in the Menu and Recipes tab. Please refer to **Menu and Recipes QUM**.

1. Apply Summary Ticket to Layout

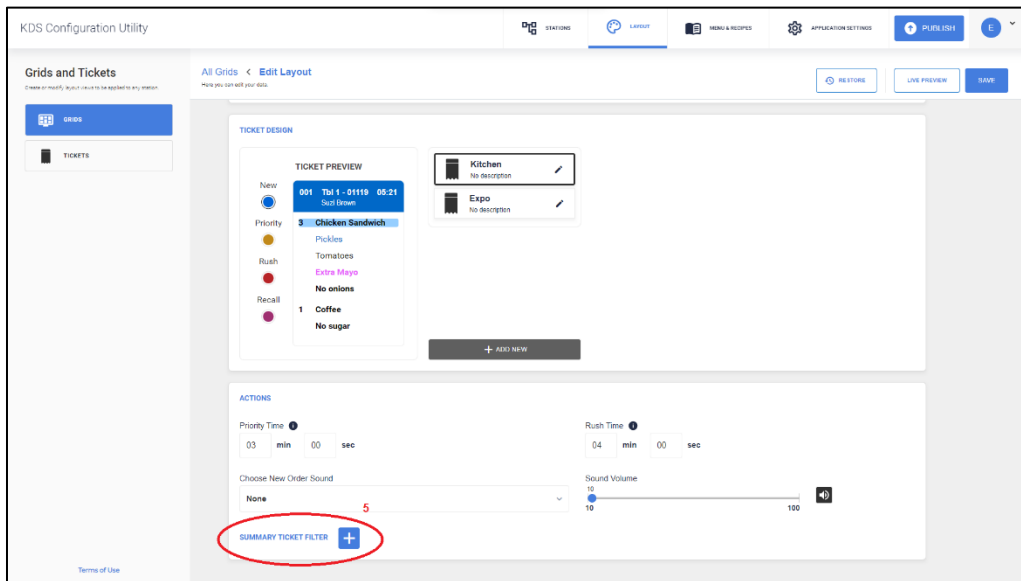
1. Click **Layout**.
2. Click Grids.
3. Select the Grid to apply Summary Ticket (e.g., Kitchen Grid).



4. Apply Summary Ticket to Kitchen grid.

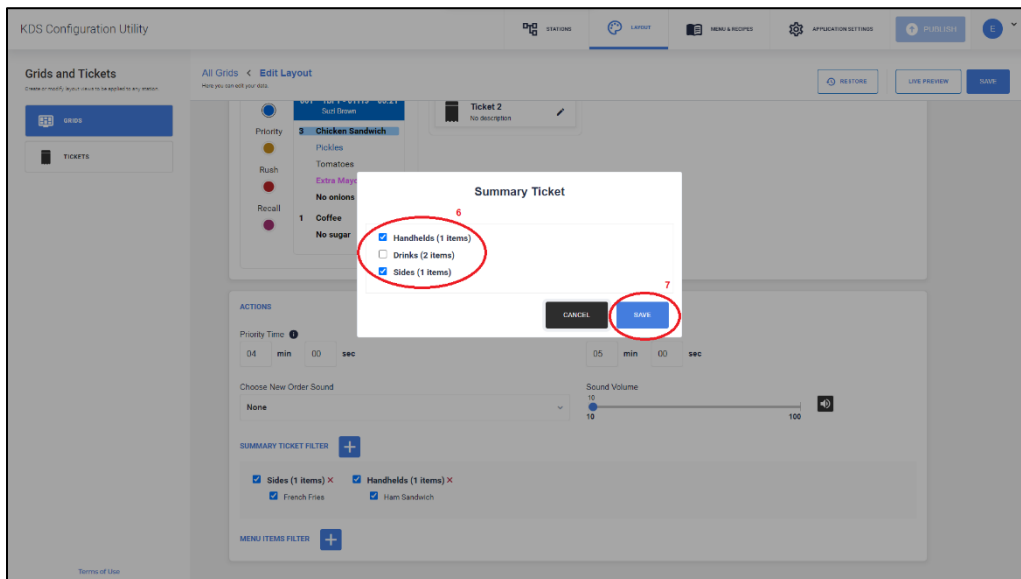


5. Under **ACTIONS**, click **Summary Ticket Filter**.



6. Select which **Groups** you want displayed in the Summary Ticket.

7. Click **Save**.



8. Select which **Menu Items** you want shown in the **Summary Ticket**.
9. Click **Save**.
10. Click **Publish**.

