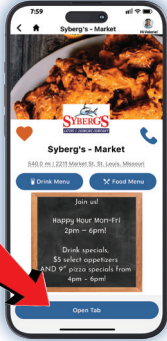
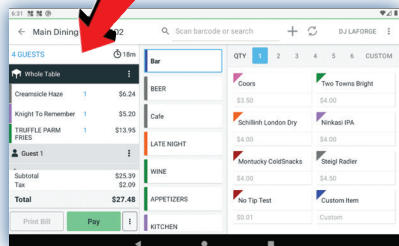


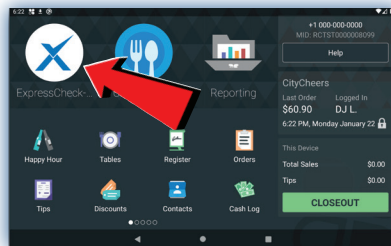
1 CREATE & FIRE THE TICKET



- > The guest downloads CityCheers and creates an account
- > Guest will tap "Open Tab"
- > Take the order as usual, get their name and table/ticket number

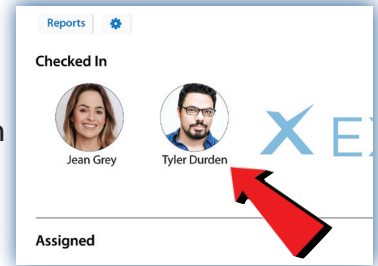


> Put the order in the POS and **Fire**

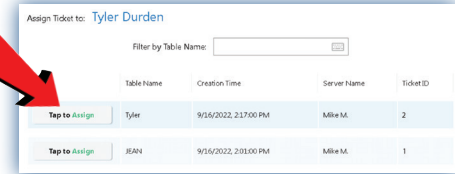


> Log Out and tap the ExpressCheck button

2 ASSIGN THE TICKET



- > Tap the Guest's face and a list of your open tickets will appear



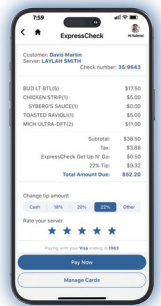
- > Tap the ticket to **Assign**

- > Tap "OK" and "Back to POS"



- > Order will appear on the guest phone

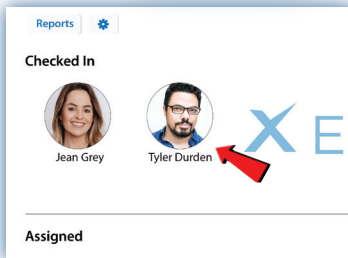
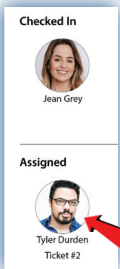
- > Any additional items added to the ticket will appear in the app



3 WRONG CHECK ASSIGNED? UN-ASSIGN & RE-ASSIGN



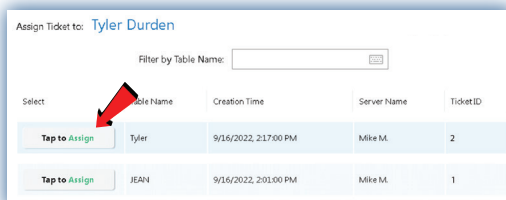
- > Tap the ExpressCheck Button



- > Tap the guest you would like to un-assign and you will see a confirmation

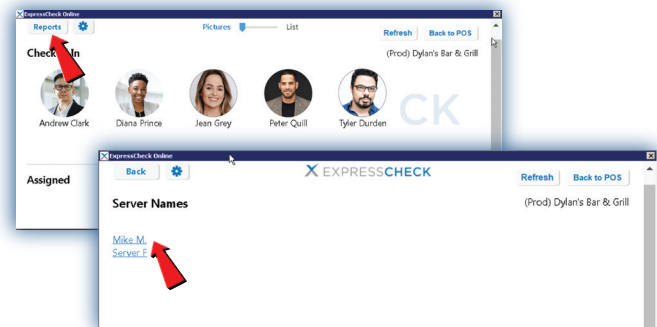
- > Once un-assigned, tap their face again

- > Tap the Ticket to **Assign** the correct check



4 VIEW TIPS

- > Tap the ExpressCheck icon on the POS
- > Tap Reports
- > Tap your name
- > View Tips and Totals



Date	Time	Patron Name	Total	Tip
2022-09-16	2:23 PM	Esmer Dull	21.29	4.29
2022-09-16	2:22 PM	Diana Prince	14.99	3.03
2022-09-16	2:17 PM	Tyler Durden	22.99	4.80
2022-09-16	2:01 PM	Tyler Durden	12.00	2.64
2022-09-16	2:01 PM	Jean Grey	12.00	2.40
2022-09-16	11:04 AM	Jean Grey	4.00	0.88
2022-09-16	10:59 AM	Mike M.	11.99	2.73
Totals			99.26	20.77