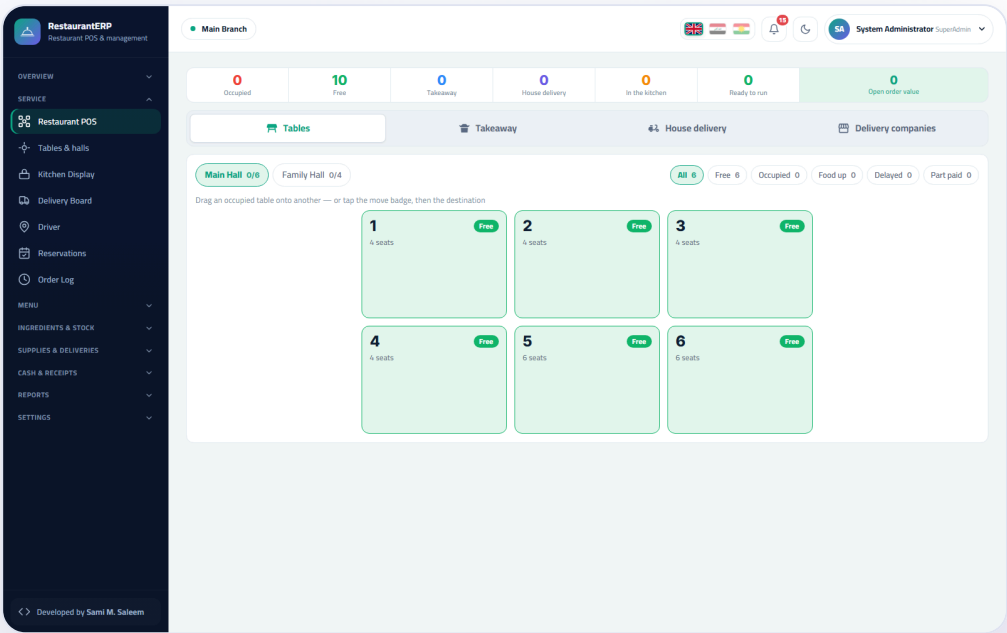




RestaurantERP – Restaurant Management System

User & Training Manual

From the table to the kitchen to the ledger — floor, orders, KDS, delivery, sessions and reports



Version 1.0 · Prepared 2026-09-12

Every screen in this manual comes from a demo environment with entirely fictional data.

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Chapter 1

Introduction and Quick Start

1.1 What is RestaurantERP?

RestaurantERP runs a restaurant, café or food-court outlet from a single web system: the dining floor and its tables, orders and the kitchen display, takeaway and delivery, cashier sessions, and – underneath – a complete trading back office (menu and recipes, ingredient stock, purchasing, treasury and double-entry accounting). It is built on the same platform as TradeERP, so everything the restaurant sells ends in real stock movements and a balanced journal entry.

Area	What it covers
Service	Restaurant POS (tables, takeaway, house delivery, delivery companies), delivery board, driver screen, reservations, order log, receipts
Kitchen	Kitchen display (KDS) with stations and ticket states, printed kitchen tickets, 86'd (sold-out) board, waste
Menu	Dishes, modifiers, categories, prices; recipes that explode into ingredient issues at settlement
Ingredients & stock	Stock on hand, batches/expiry, ledger, adjustments, counts
Suppliers & purchases	Purchase invoices, receipts, returns
Cash & receipts	Cashier sessions, cashboxes, payment methods, discounts, expenses
Reports	Daily sales, item sales, kitchen timing, table occupancy, delivery, discounts, payments, waste, theoretical vs actual cost, peak hours
Administration	Users, permissions, branches, numbering, backups, integrity checks, audit trail

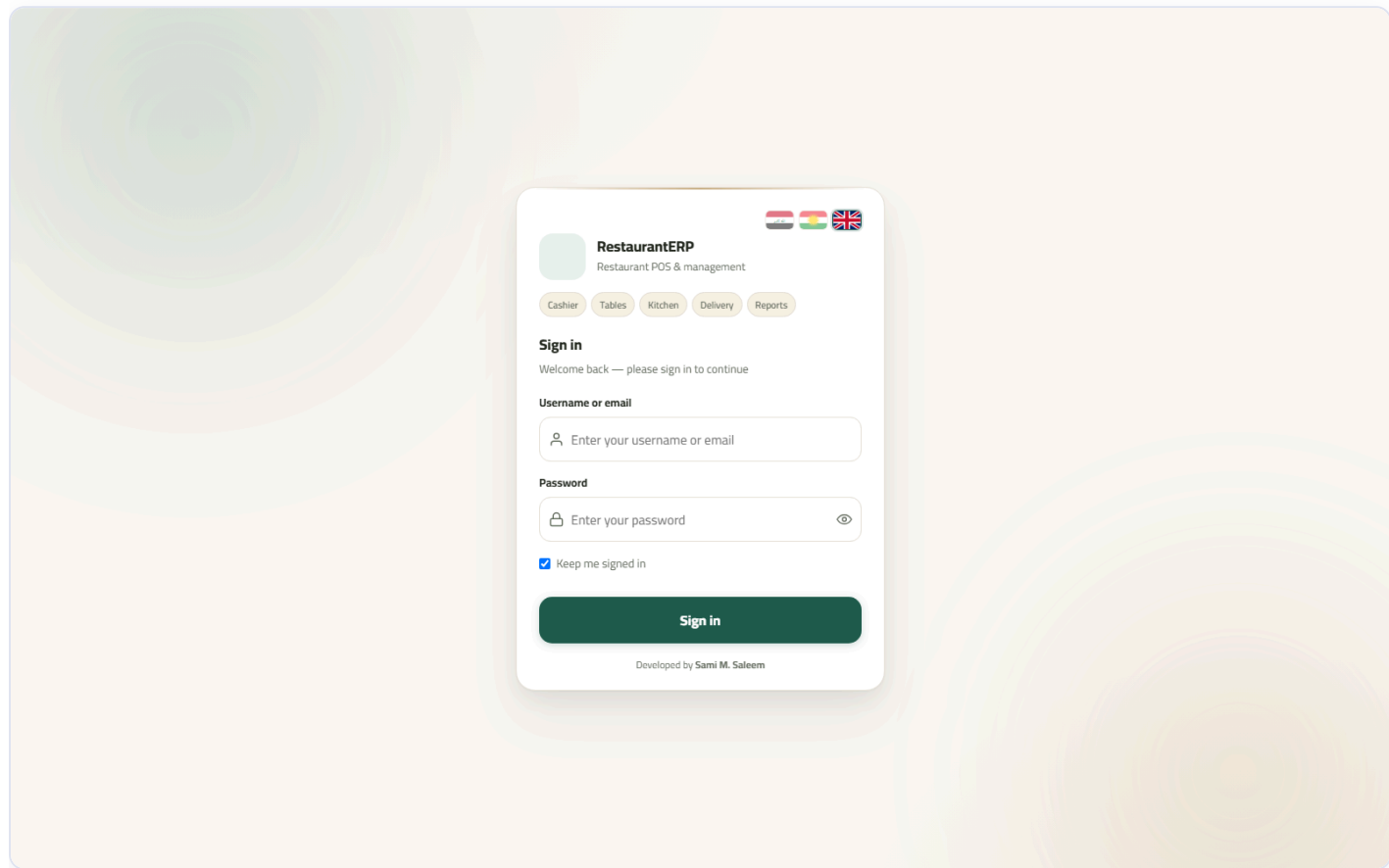
Demo note. Every screen in this manual comes from a demo restaurant with automatically generated data. Nothing in it is real.

1.2 Roles

Role	Where they work
Owner / Administrator	Everything, including setup, permissions, backups
Manager	Floor, kitchen, menu, stock, purchases, reports
Cashier	POS, floor, delivery board, receipts, own session
Kitchen	Kitchen display only
Driver	Driver screen — orders assigned to them and cash-on-delivery custody
Accountant	Treasury, journal, statements, periods

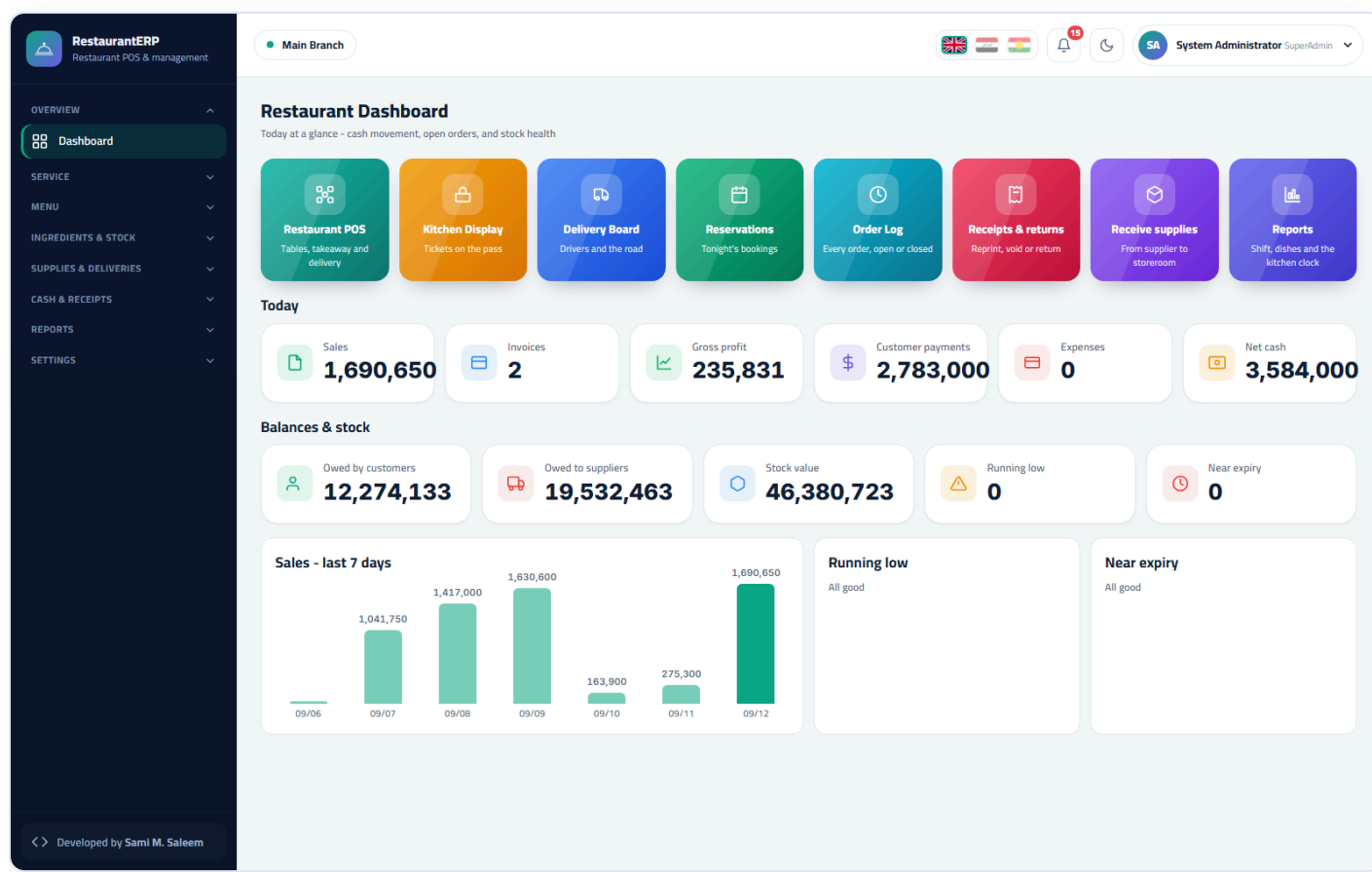
1.3 Signing in

The login page offers two ways in: the **cashier picker** (tap your name, type your PIN) for the front of house, and the **username / password form** for everyone else. Choose the language with the flags — Arabic and Kurdish switch the layout to right-to-left.



Sign-in

1.4 The layout



Restaurant dashboard

- **Sidebar** — Overview, Service, Kitchen, Menu, Ingredients & stock, Suppliers & purchases, Cash & receipts, Reports, Settings.
- **Top bar** — active branch, language, notifications, dark mode, profile.
- **Dashboard** — quick tiles (Restaurant POS, Kitchen display, Delivery board, Reservations, Order log, Receipts & returns, Receive supplies, Reports), today's counters, balances & stock, sales of the last 7 days, low-stock and near-expiry lists.

1.5 The five-minute service tour

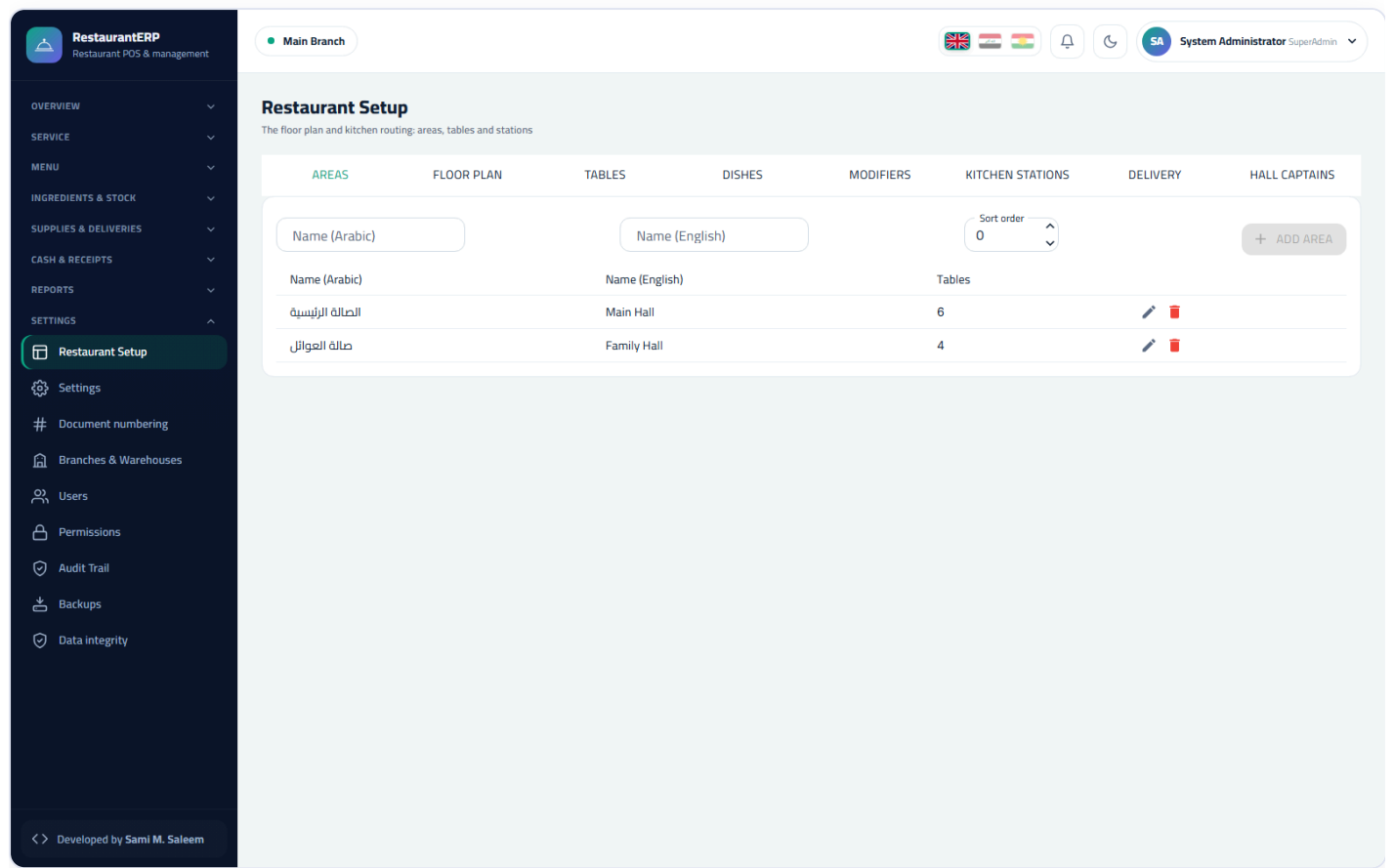
1. **Service** → **Restaurant POS**: the floor shows every table with its state (free, occupied, ready to serve, late).
2. Tap a free table → enter the **guest count** → the order screen opens.
3. Add dishes from the menu wall; set options (modifiers) and notes; **Send** to the kitchen.
4. **Kitchen** → **Kitchen display**: the ticket appears at its station; the cook bumps it through *preparing* → *ready*.
5. Back on the table: **Pre-bill**, then **Pay** (cash, card, split). The receipt prints; the sale, its stock issues (from recipes) and the journal entry are posted together.

Chapter 2

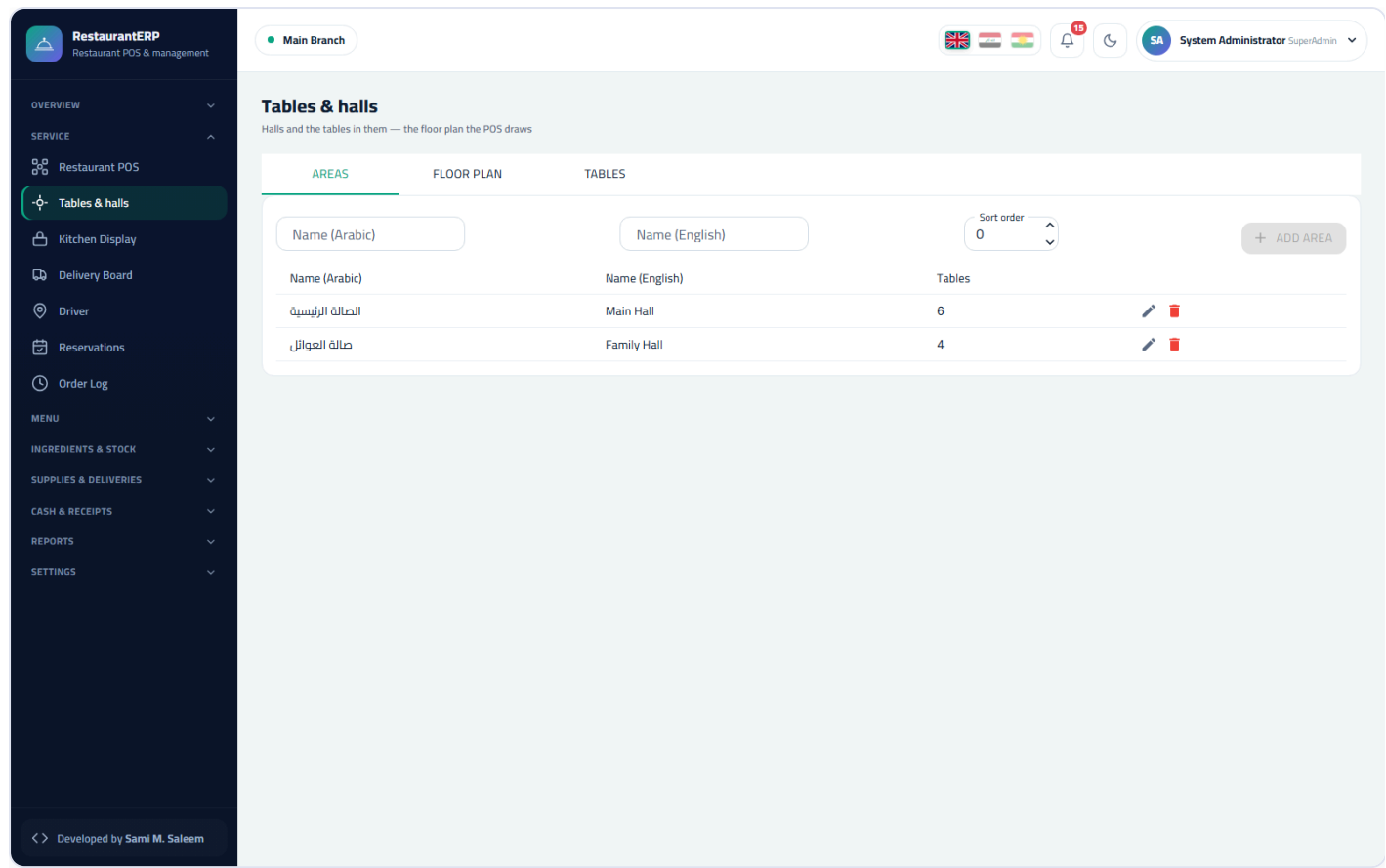
Setup: Halls, Tables, Stations, Menu and Recipes

2.1 Restaurant setup

Settings → **Restaurant setup** is the one-stop wizard for a new outlet: company details, **kitchen stations** (grill, cold, bar, dessert...), **halls** (dining areas) and their **tables** with seat counts, payment methods, service-charge and VAT rules, receipt header/footer and printer assignments.



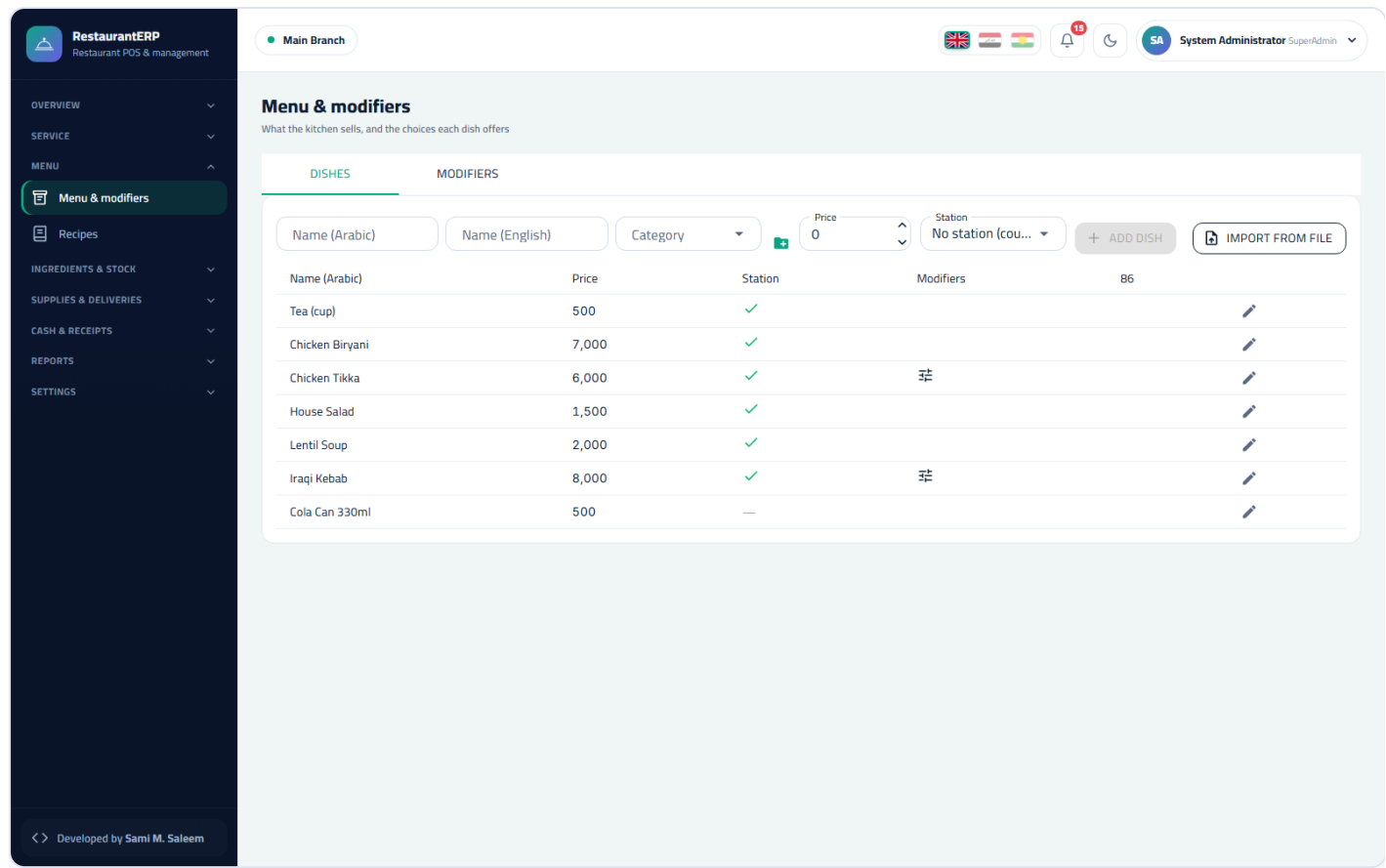
Restaurant setup



Halls and tables

2.2 Menu and modifiers

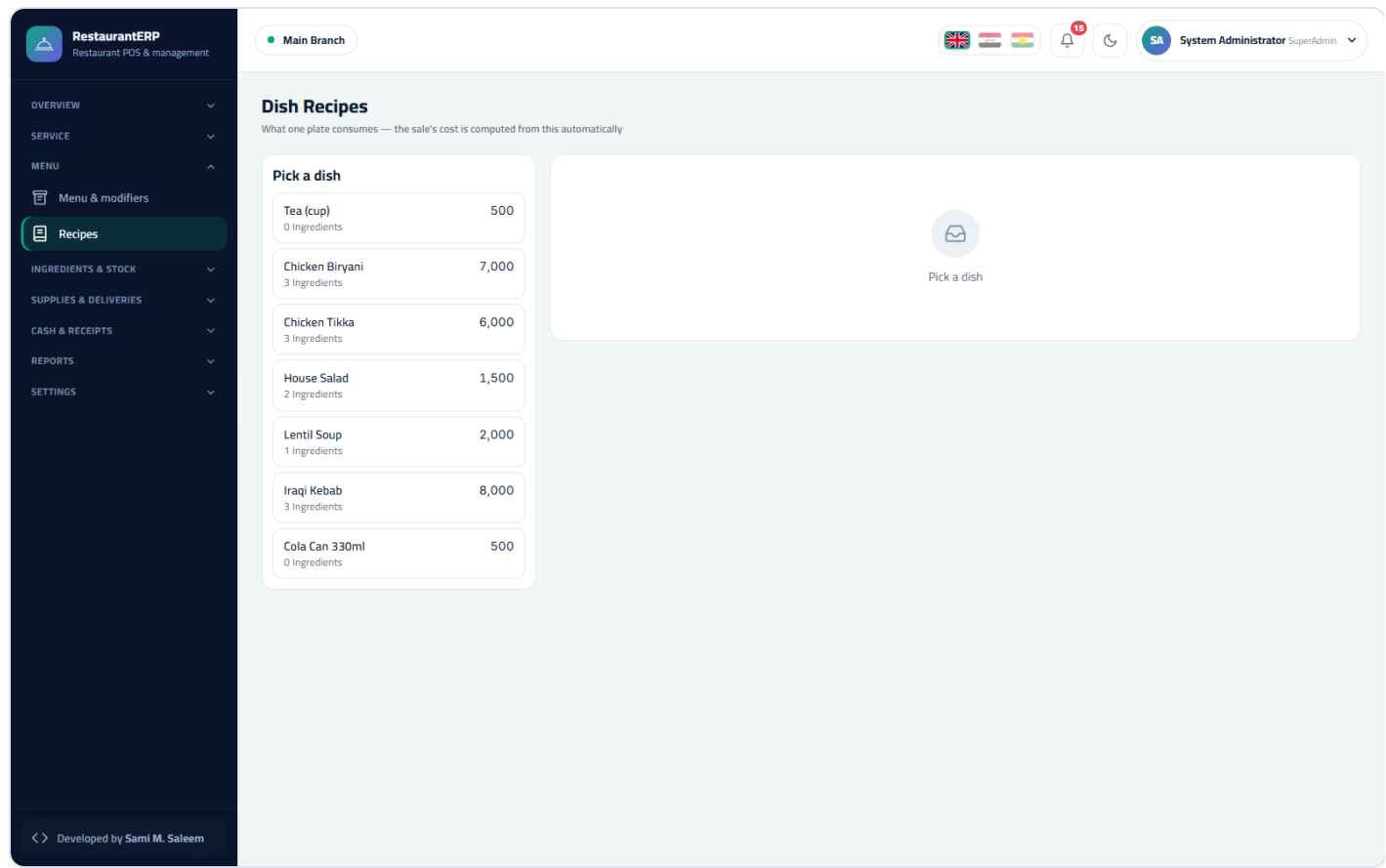
Menu → **Menu & modifiers**. Dishes are grouped by category with English/Arabic names, price, kitchen station and status. **Modifiers** (size, extras, "no onion"...) are option groups attached to dishes; each option can change the price. Import a whole menu from Excel with **Import from file**.



Menu and modifiers

2.3 Recipes

Menu → Recipes. Pick a dish and list its ingredients with quantities per portion. When an order is settled the recipe **explodes**: each ingredient is issued from stock (FEFO, from the batch that expires first) and its real cost becomes the dish's cost of sale. Dishes without a recipe simply sell at zero stock impact.



Dish recipes

Why it matters. The *Theoretical vs actual cost* report compares what the recipes say you should have used with what the stock count says you actually used — the fastest way to find waste and over-portioning.

2.4 Ingredients and stock

The stock module is the same engine used by TradeERP: **Stock on hand, Batches / expiry, Ledger, Adjustments, Counts.** Ingredients are bought from suppliers through **Suppliers & purchases → Purchase invoices / Receive supplies** and consumed by recipes.

RestaurantERP

Restaurant POS & management

OVERVIEW

SERVICE

MENU

INGREDIENTS & STOCK

Ingredient stock

Stock count

Expiring soon

Waste & adjustments

Ingredient movements

SUPPLIES & DELIVERIES

CASH & RECEIPTS

REPORTS

SETTINGS

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Main Branch

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System Administrator SuperAdmin

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Stock on Hand

Stock balances by product and warehouse

Warehouse

Main Warehouse

×

ALL

LOW

OUT

Q

Search

Product

Warehouse

On hand

Reserved

Available

Reorder level

Status

Arabic coffee 500g
P-216

Main Warehouse

263.000

0.000

263.000

30.000

OK

⚙️

ADJUST

Basmati rice 25kg
P-200

Main Warehouse

229.000

0.000

229.000

30.000

OK

⚙️

ADJUST

Basmati Rice 5kg
RICE-5KG

Main Warehouse

176.000

0.000

176.000

20.000

OK

⚙️

ADJUST

Bleach 4L
P-222

Main Warehouse

327.000

0.000

327.000

30.000

OK

⚙️

ADJUST

Bread (piece)
BREAD-EA

Main Warehouse

267.000

0.000

267.000

10.000

OK

⚙️

ADJUST

Ceylon tea 400g
P-205

Main Warehouse

120.000

0.000

120.000

30.000

OK

⚙️

ADJUST

Ceylon Tea 500g
TEA-500G

Main Warehouse

71.000

0.000

71.000

20.000

OK

⚙️

ADJUST

Cheese (kg)
CHEESE-KG

Main Warehouse

91.000

0.000

91.000

10.000

OK

⚙️

ADJUST

Cheese triangles 24p
P-210

Main Warehouse

207.000

0.000

207.000

30.000

OK

⚙️

ADJUST

Chicken (kg)
CHICKEN-KG

Main Warehouse

136.000

0.000

136.000

10.000

OK

⚙️

ADJUST

Chicken Biryani
BIRYANI

Main Warehouse

293.000

0.000

293.000

0.000

OK

⚙️

ADJUST

Chicken Tikka
TIKKA

Main Warehouse

232.000

0.000

232.000

0.000

OK

⚙️

ADJUST

Chickpeas 1kg
P-207

Main Warehouse

296.000

0.000

296.000

30.000

OK

⚙️

ADJUST

Cola Can 330ml
COLA-330

Main Warehouse

73.000

0.000

73.000

20.000

OK

⚙️

ADJUST

+ RECEIVE STOCK

Ingredient stock on hand

RestaurantERP

Restaurant POS & management

OVERVIEW

SERVICE

MENU

INGREDIENTS & STOCK

Receive delivery

Supplier deliveries

Supplier orders

Return to supplier

Suppliers

CASH & RECEIPTS

REPORTS

SETTINGS

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Purchases

All posted purchase invoices

+ PURCHASE INVOICE

Invoice no.

Invoice date

Supplier

Warehouse

Source

Lines

Invoice total

GRN-20260912-0003

2026-09-12

Al-Rafidain Foodstuffs

Main Warehouse

Direct purchase

2

969,878

🔍

🖨️

GRN-20260912-0002

2026-09-12

Duhok Beverages

Main Warehouse

Direct purchase

2

5,770,604

🔍

🖨️

GRN-20260912-0001

2026-09-12

Al-Furat Detergents

Main Warehouse

Direct purchase

3

2,259,743

🔍

🖨️

GRN-20260902-0004

2026-09-02

Al-Rafidain Foodstuffs

Main Warehouse

Direct purchase

1

297,693

🔍

🖨️

GRN-20260902-0003

2026-09-02

Al-Furat Detergents

Main Warehouse

Direct purchase

2

6,039,684

🔍

🖨️

GRN-20260902-0002

2026-09-02

Baghdad General Trading

Main Warehouse

Direct purchase

4

3,246,686

🔍

🖨️

GRN-20260902-0001

2026-09-02

Duhok Beverages

Main Warehouse

Direct purchase

5

4,980,831

🔍

🖨️

GRN-20260822-0004

2026-08-22

Baghdad General Trading

Main Warehouse

Direct purchase

1

429,165

🔍

🖨️

GRN-20260822-0003

2026-08-22

Duhok Beverages

Main Warehouse

Direct purchase

2

656,106

🔍

🖨️

GRN-20260822-0002

2026-08-22

Al-Rafidain Foodstuffs

Main Warehouse

Direct purchase

2

463,760

🔍

🖨️

GRN-20260822-0001

2026-08-22

Al-Furat Detergents

Main Warehouse

Direct purchase

1

618,120

🔍

🖨️

GRN-20260812-0004

2026-08-12

Duhok Beverages

Main Warehouse

Direct purchase

1

50,400

🔍

🖨️

GRN-20260812-0003

2026-08-12

Al-Furat Detergents

Main Warehouse

Direct purchase

3

2,004,016

🔍

🖨️

GRN-20260812-0002

2026-08-12

Baghdad General Trading

Main Warehouse

Direct purchase

3

4,795,192

🔍

🖨️

GRN-20260812-0001

2026-08-12

Al-Rafidain Foodstuffs

Main Warehouse

Direct purchase

2

10,793,742

🔍

🖨️

GRN-20260802-0004

2026-08-02

Al-Rafidain Foodstuffs

Main Warehouse

Direct purchase

2

465,964

🔍

🖨️

GRN-20260802-0003

2026-08-02

Duhok Beverages

Main Warehouse

Direct purchase

4

7,570,074

🔍

🖨️

GRN-20260802-0002

2026-08-02

Baghdad General Trading

Main Warehouse

Direct purchase

2

225,484

🔍

🖨️

GRN-20260802-0001

2026-08-02

Al-Furat Detergents

Main Warehouse

Direct purchase

2

972,070

🔍

🖨️

GRN-20260722-0004

2026-07-22

Al-Rafidain Foodstuffs

Main Warehouse

Direct purchase

2

918,124

🔍

🖨️

Purchase invoices

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2.5 Users, permissions, cashier PINs

Settings → **Users** creates staff accounts; front-of-house users get a **cashier PIN** so they can sign in from the picker in two taps. **Settings** → **Permissions** is the role matrix — e.g. only managers can void a sent item, give discounts above the limit, or reopen a closed session.

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Settings

Document numbering

Branches & Warehouses

Users

Permissions

Audit Trail

Backups

Data integrity

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SA System Administrator SuperAdmin

Permissions

What each role can do

EDIT A ROLE

COMPARE ALL ROLES

Changes apply to a user the next time their session refreshes or they sign in again.

Role

Cashier

Search permissions

12 / 102 granted

COLLAPSE ALL

RESTORE DEFAULT PERMISSIONS

Legend: ☐ Role default — restored automatically after a restart ☐ Full-access role — not editable

Products1/9

☐ View cost prices

☐ Create products

☐ Delete products

☐ Edit products

☐ Export products

☐ Import products

☐ Print barcode labels

☐ Manage pricing

☒ View products

Default for this role — restored automatically on restart

Inventory0/11

☐ Adjust stock

☐ Manage batches

☐ Write off expired stock

☐ Allow negative stock

☐ Correct opening balance

☐ Receive stock

☐ Stock count

☐ Approve transfers

☐ Create transfers

☐ View stock valuation

☐ View inventory

Point of Sale7/11

☐ Cash in / out

☒ Apply discount

☒ Park / resume sale

☐ Override price

☒ Reprint receipt

☐ Return without receipt

☒ Sell at POS

☒ Close POS session

☒ Open POS session

☒ Void a line

☐ Void entire sale

Default for this role — restored automatically on restart

Restaurant2/11

☐ Work the driver screen — own deliveries, mark delivered, share position

☐ Approve a discount above the house limit (sensitive)

☐ Work the kitchen display

Sales1/11

☐ Sell below minimum price

☐ Cancel sales invoices

☐ Create sales invoices

Purchasing0/7

☐ Approve purchases

☐ Create purchases

☐ Edit purchases

Permission matrix

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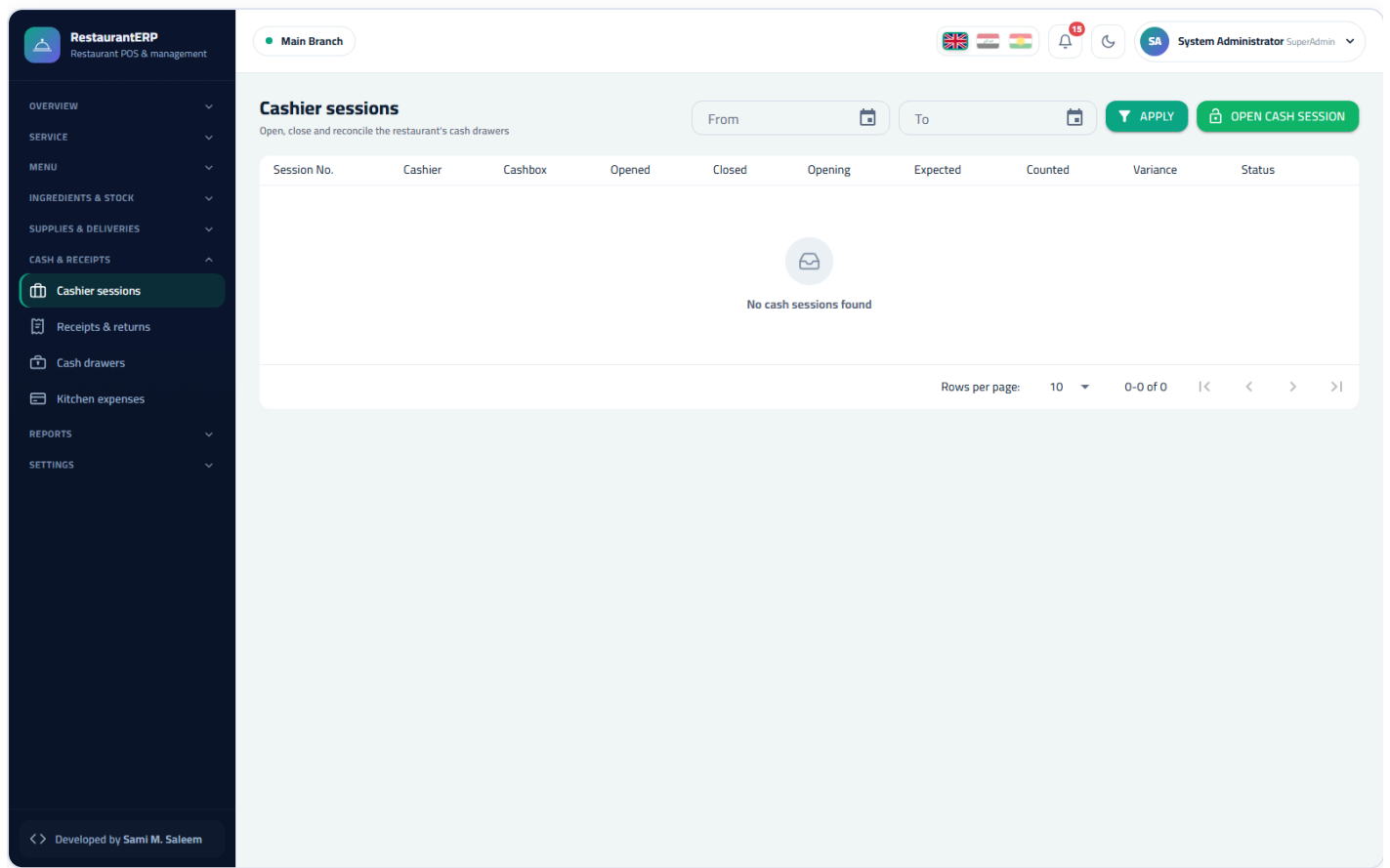
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Chapter 3

Service: Floor, Orders, Takeaway and Delivery

3.1 Cashier session first

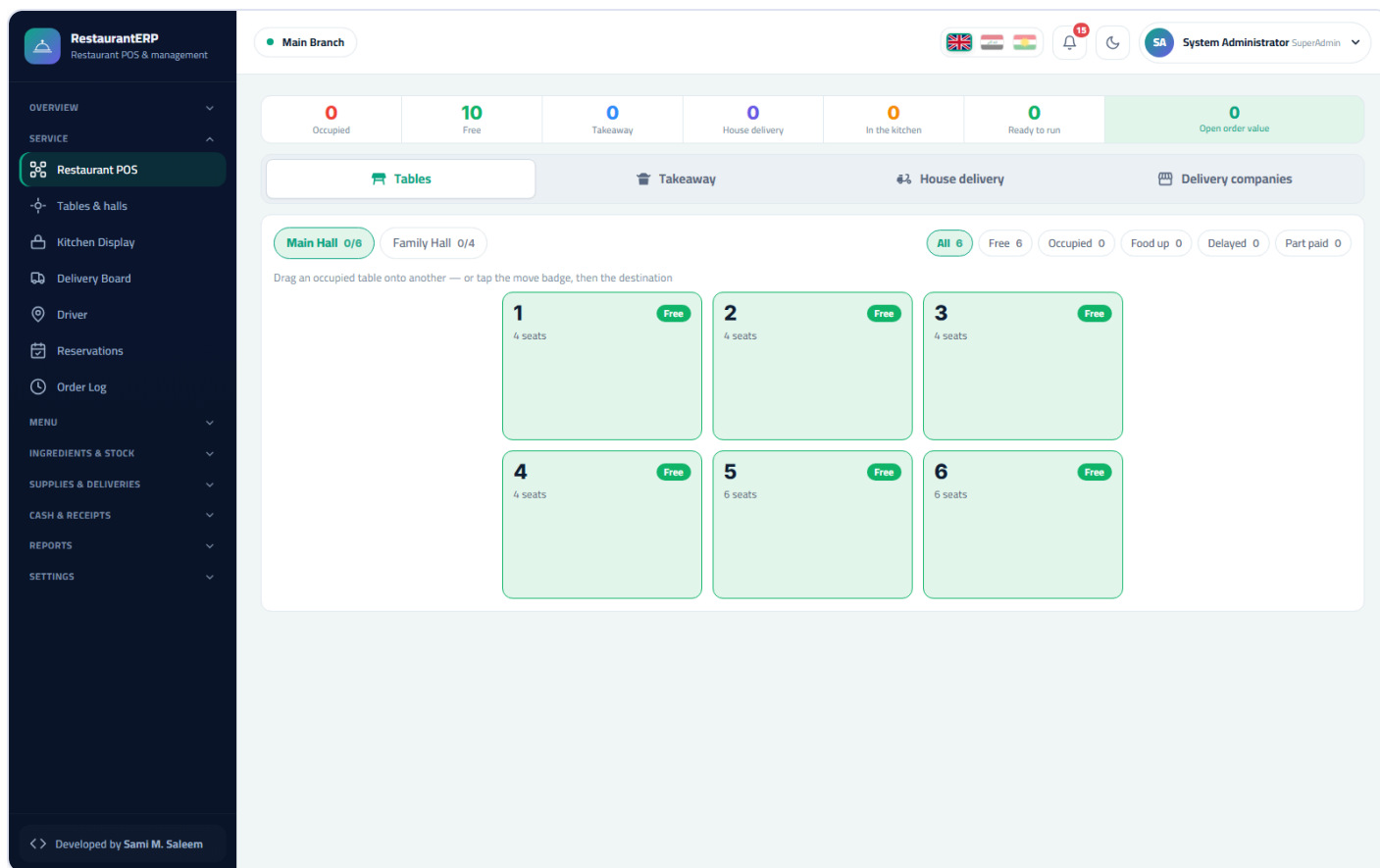
Nothing can be sold without an **open cashier session**. From **Cash & receipts** → **Cashier sessions** (or the prompt on the POS) choose the cashbox, enter the opening float and **Open**. At the end of the shift **Close** it: the system shows expected cash versus counted cash and records the variance with the closer's name.



Cashier sessions

3.2 The floor

Service → **Restaurant POS** opens on the **Tables** tab: one card per table with its number, seats, current guests, running total, elapsed time and a colour state – *free, occupied, ready to serve, late, partly paid*. The counters on top summarise the hall (occupied, free, in kitchen, ready, takeaway, deliveries, open-orders value). Halls are switched with the chips.



The floor board

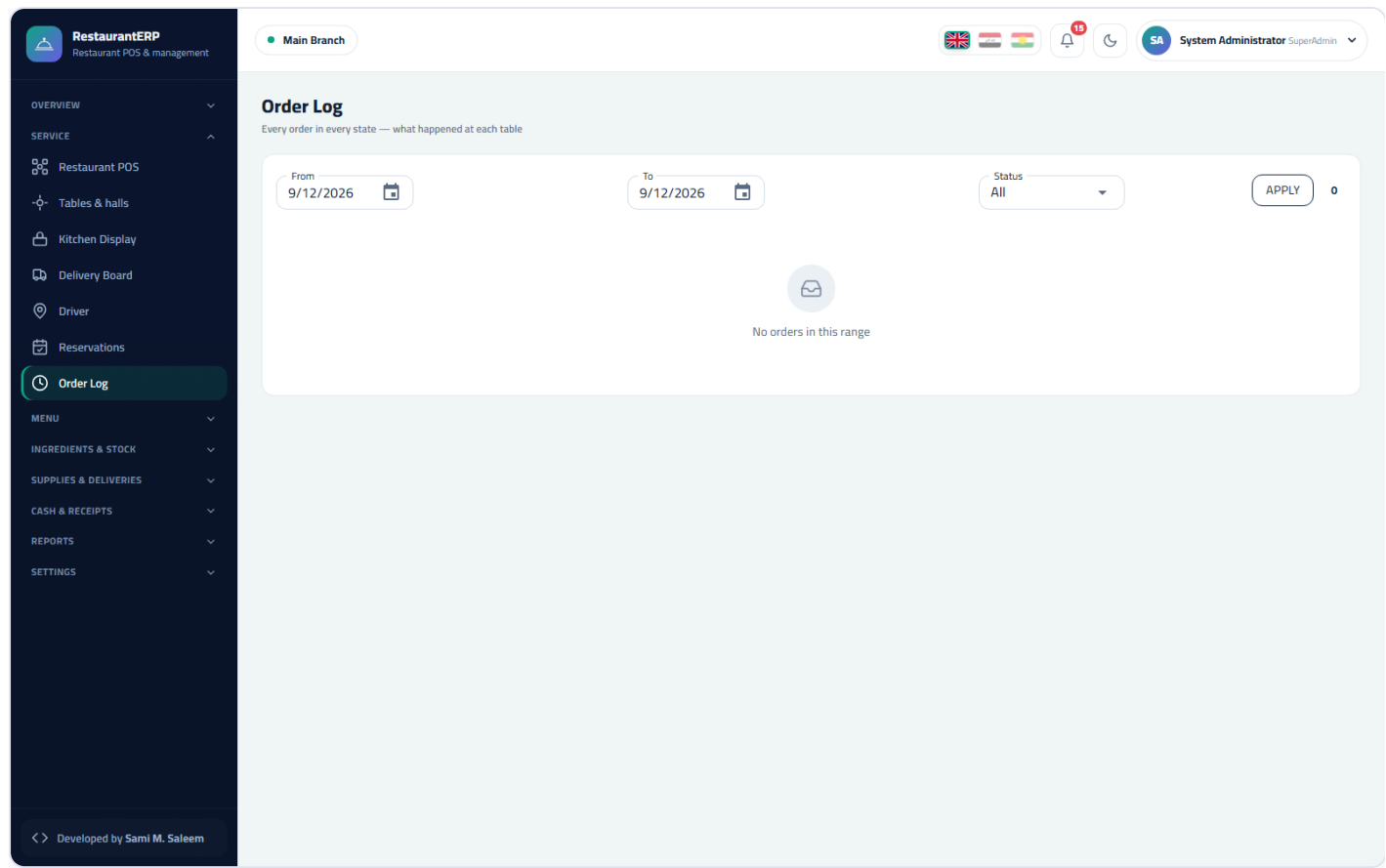
Table actions:

- **Tap a free table** → guest count → new order.
- **Tap an occupied table** → open its order.
- **Move / merge** — drag an occupied table onto another, or use **Move** to transfer dishes between tables (two-step dialog).
- **Split bill** — by items or by equal shares.

3.3 Taking an order

The order screen shows the **menu wall** (category chips, quick-item bars, search) on one side and the **ticket** on the other.

1. Tap dishes to add them; tap a line to change quantity, choose **modifiers**, add a **note** for the kitchen, or remove it (removing a *sent* item needs a manager reason and is logged).
2. **Send** — items go to their kitchen stations; the table turns *in kitchen*.
3. Add more items later; only the new ones are sent.
4. **Pre-bill** prints the check; **Pay** settles (see below).



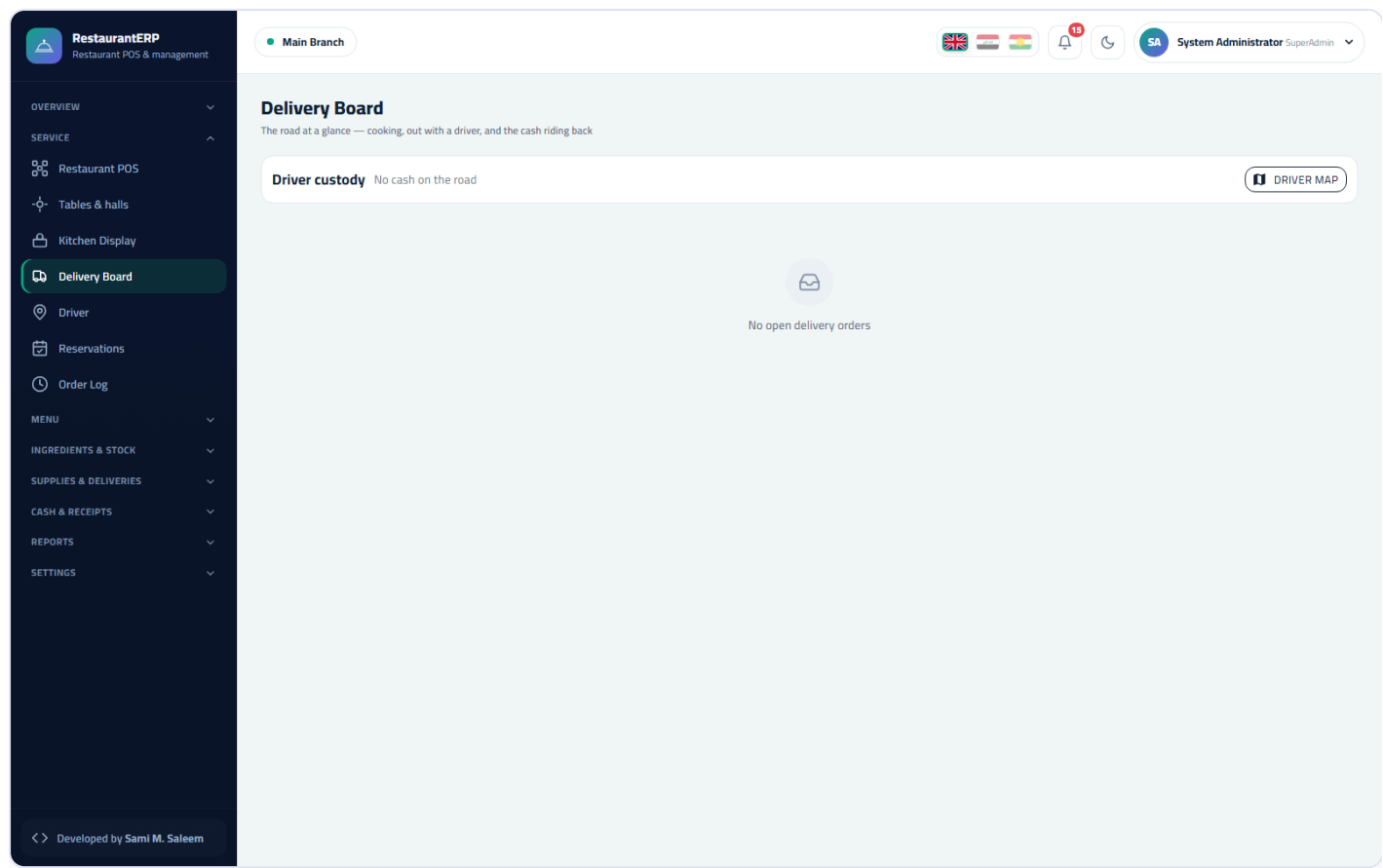
Order log — every order with state and totals

3.4 Takeaway

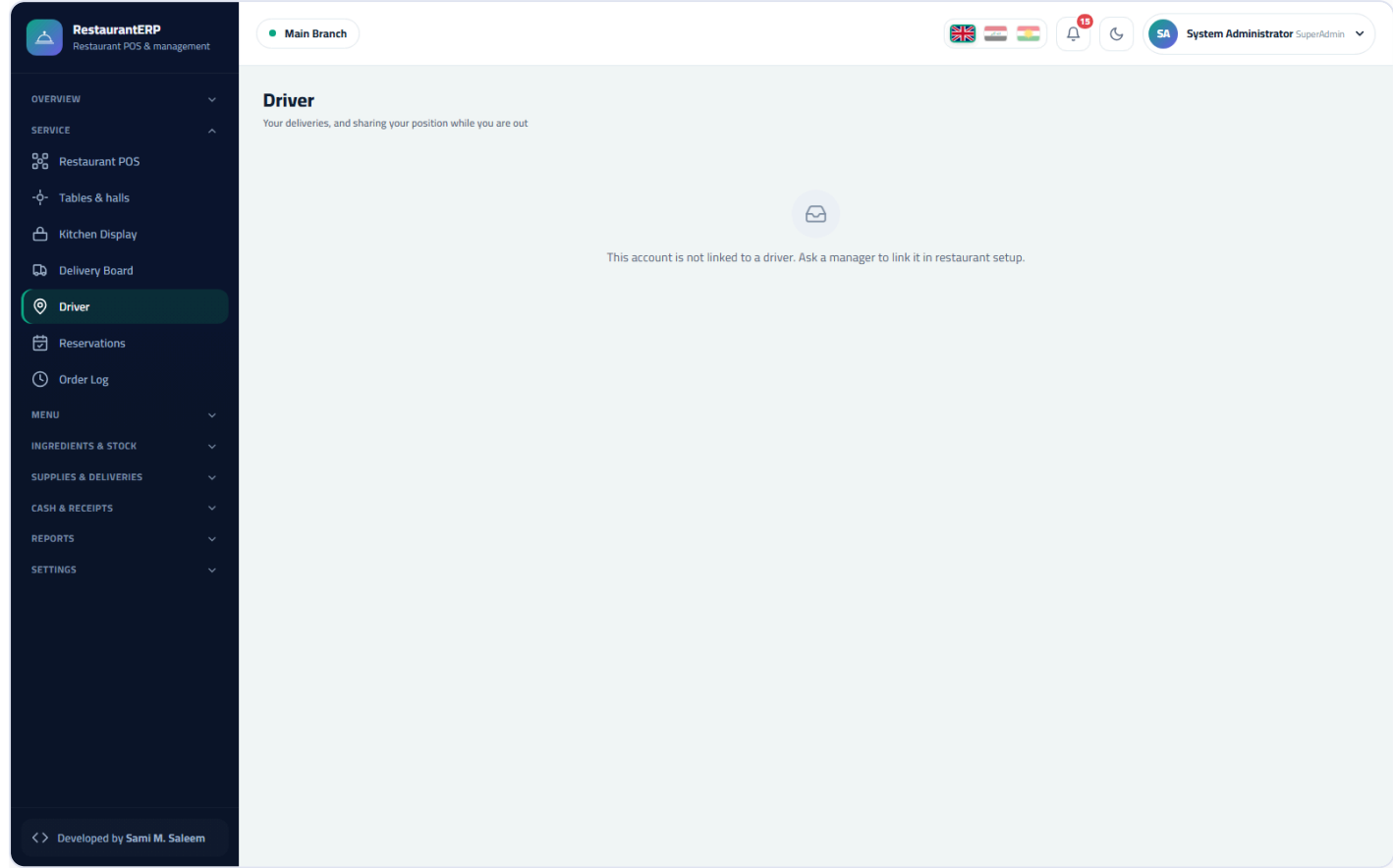
The **Takeaway** tab holds counter orders without a table: same order screen, the customer's name or number on the ticket, and a **ready** state to call them.

3.5 House delivery and delivery companies

- **Service → Delivery board** — three columns: *to prepare*, *out for delivery*, *delivered*, plus the **driver custody** bar (cash the driver is carrying). Assign a driver, mark handed-over, and settle when the driver returns.
- **Delivery companies** (aggregators) are handled as a separate channel with their own commission and settlement.
- **Service → Driver screen** — the driver's own view: the orders assigned to them, addresses and phone numbers, amounts to collect, and a **delivered** button.



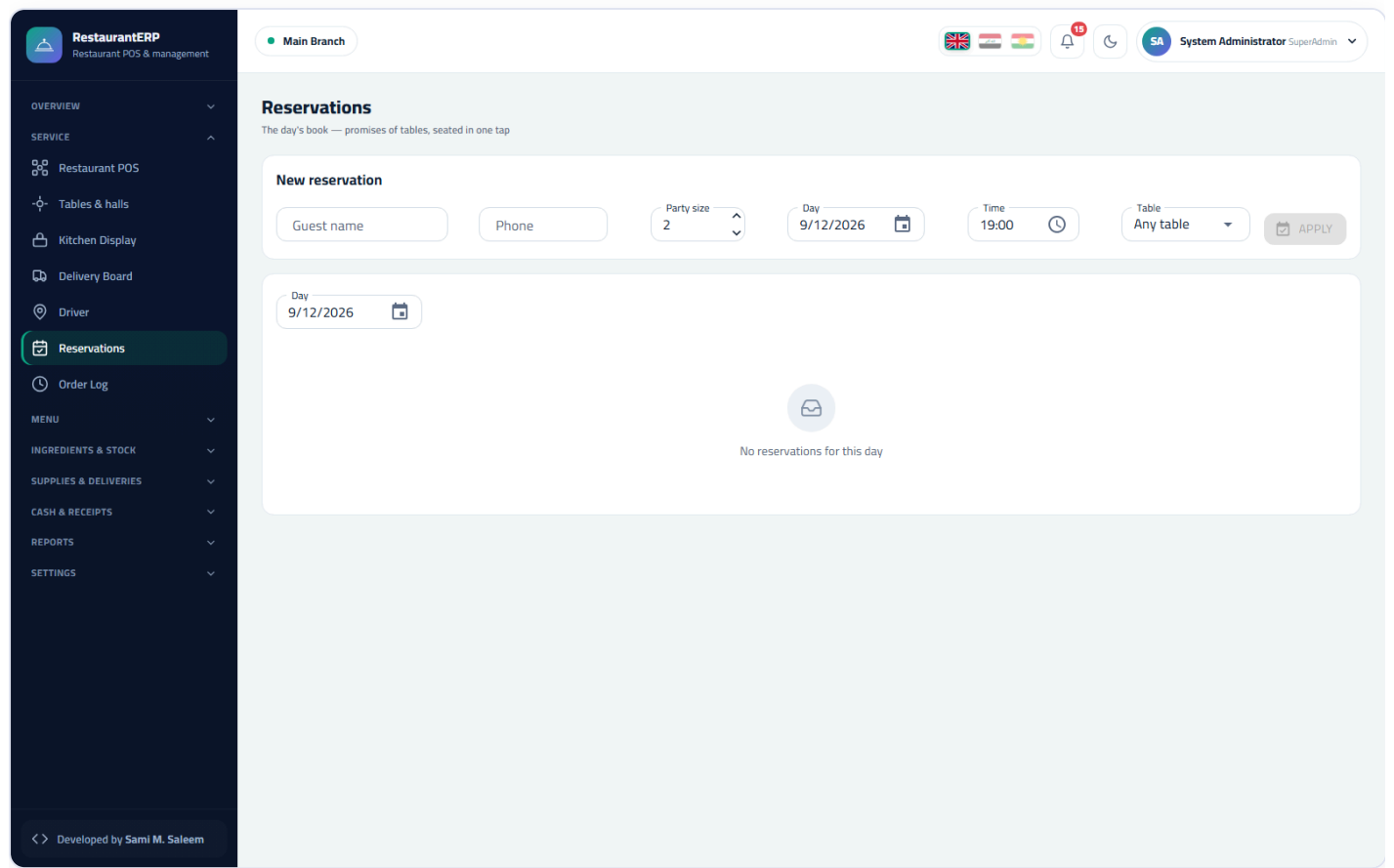
Delivery board



Driver screen

3.6 Reservations

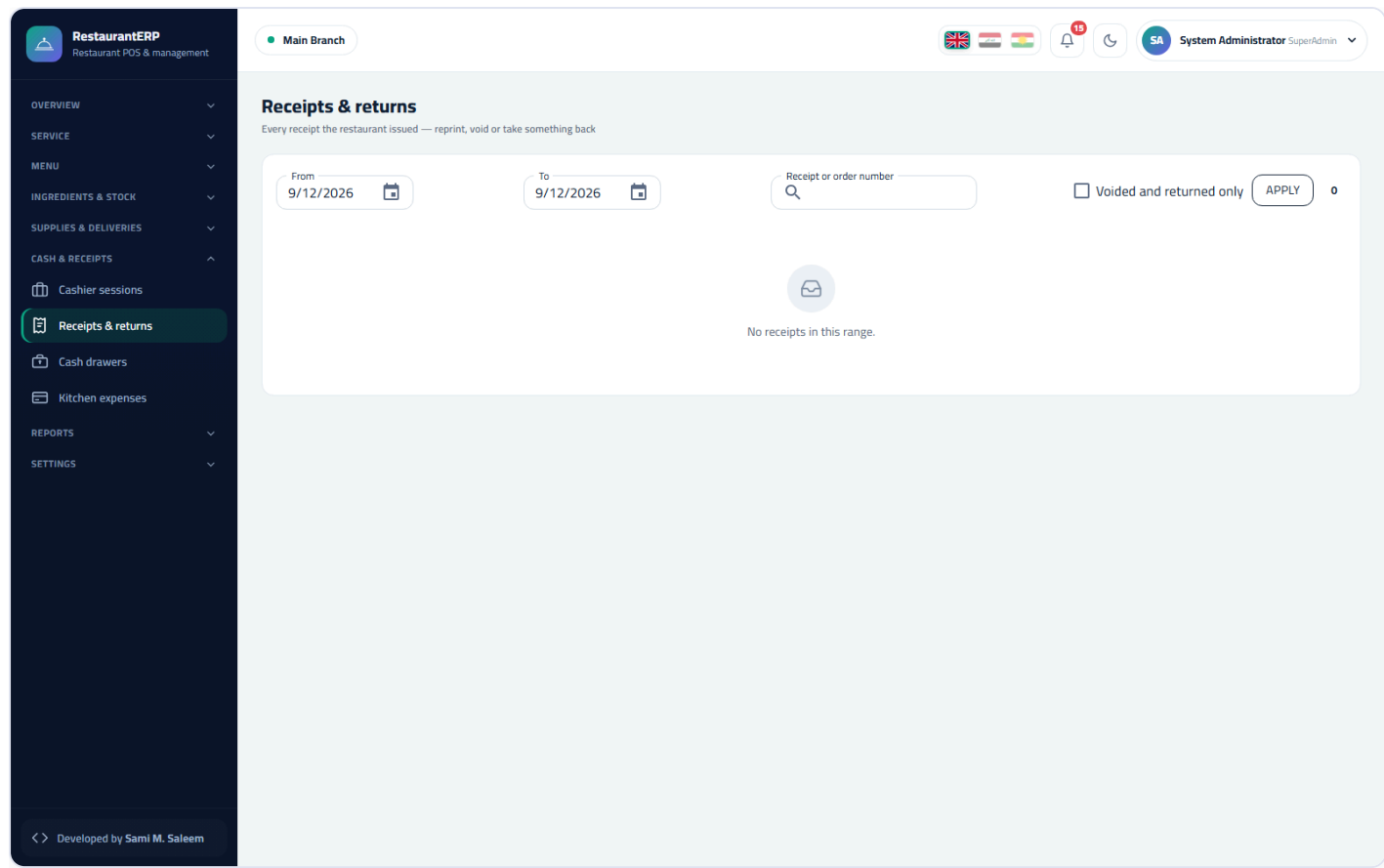
Service → Reservations. Date, time, guests, name, phone and preferred hall/table; reserved tables show a badge on the floor and the reservation converts to an order with one tap on arrival.



Reservations

3.7 Paying and receipts

Pay accepts cash, card, or mixed; applies discounts (within the user's limit — beyond it a manager code is required); adds service charge if configured; and prints the receipt. **Cash & receipts → Receipts & returns** lists every receipt and lets a manager issue a **return** (full or per item) with a reason.



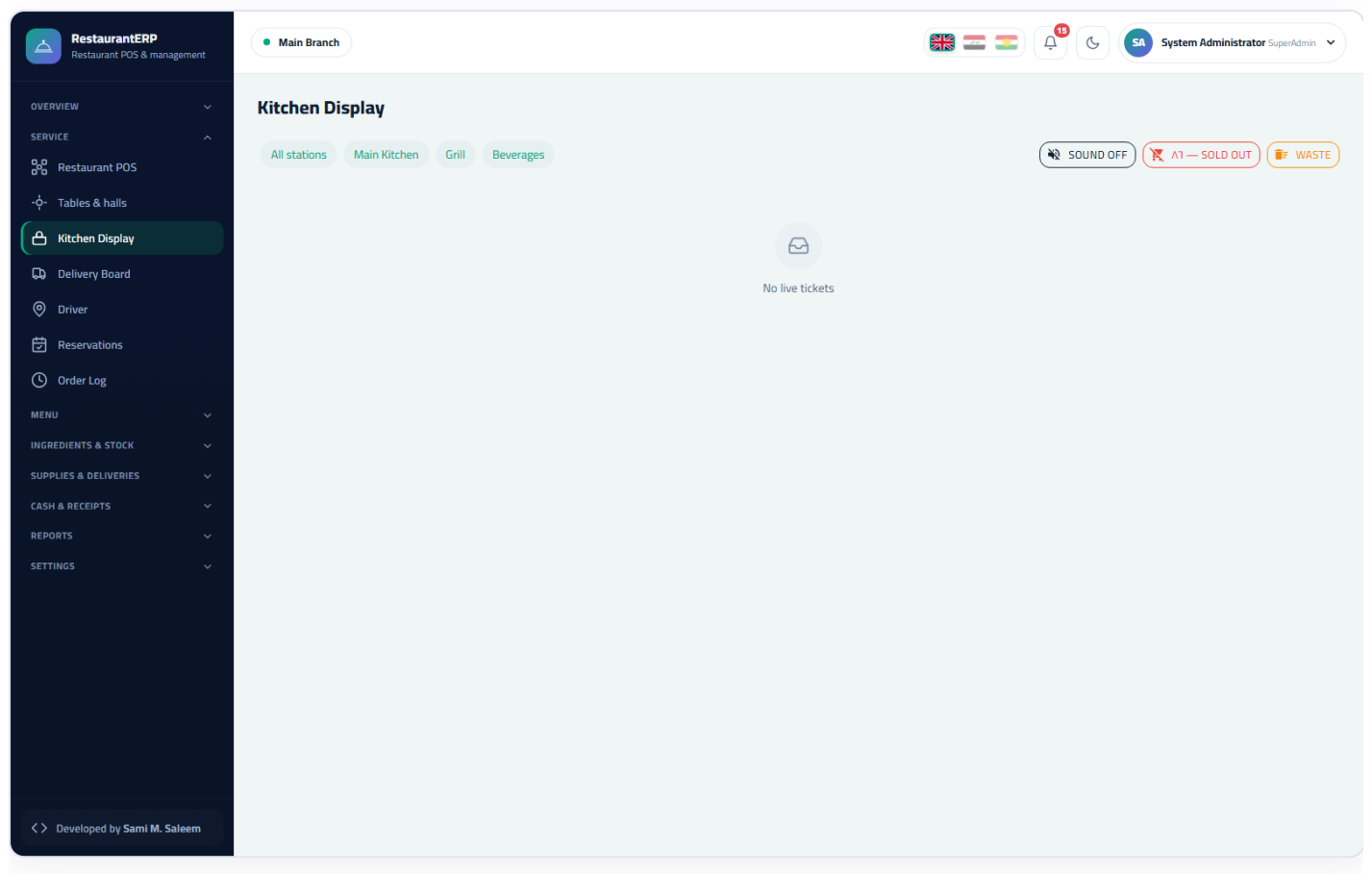
Receipts and returns

Chapter 4

Kitchen, Money and Reports

4.1 Kitchen display (KDS)

Kitchen → Kitchen display is the screen on the pass. Each station sees its own tickets in three columns – *new*, *preparing*, *ready*. A cook taps a ticket to advance it; a ticket that exceeds the target time gets a red frame and a **late** badge. Tickets can also be printed on an 80 mm kitchen printer.

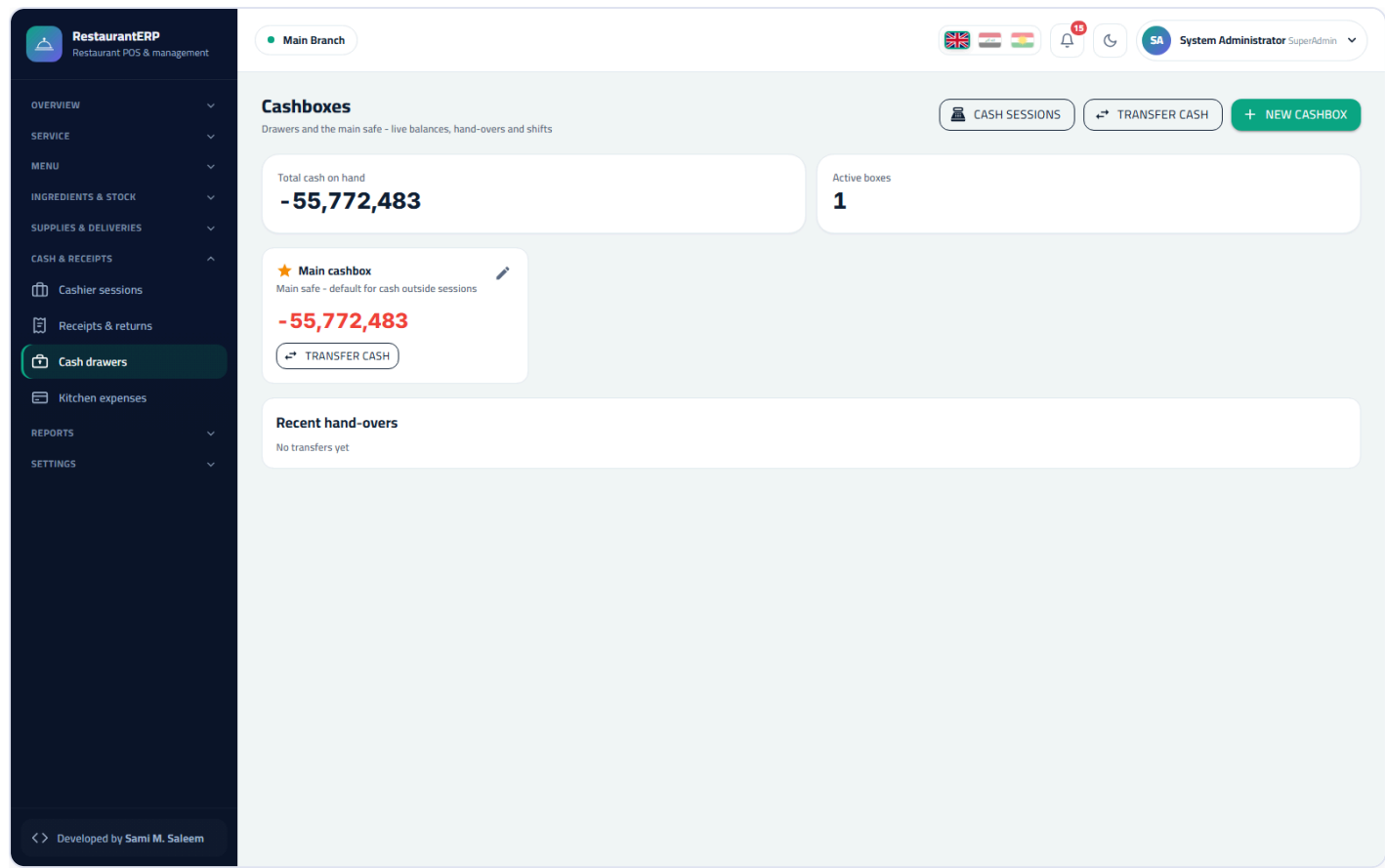


Kitchen display

- **86 board** — mark a dish sold-out; it greys out on every POS immediately.
- **Waste** — record a wasted portion (dropped plate, wrong order) with a reason; stock is issued and the waste report captures it.

4.2 Cashboxes and expenses

Cash & receipts → Cashboxes shows each cashbox with its balance and open session; **Expenses** records petty cash spending (gas, cleaning, tips paid out) against the session's cashbox.



Cashboxes

4.3 Reports

All reports have the same period picker, **Apply**, **Excel** and **Print**.

Report	What it shows
Daily sales	Sales per day by channel (tables, takeaway, house delivery, companies) with discounts, service charge, VAT and net
Item sales	Quantity and revenue per dish and category, linked to recipe cost
Kitchen timing	Average preparation time per station and per dish, late-ticket count
Table occupancy	Turns per table, average ticket, average stay
Delivery	Orders and cash per driver and per company, commission
Discounts	Every discount with who gave it and why
Payments	Totals per payment method per session
Waste	Wasted items, cost and reasons
Theoretical vs actual cost	Recipe cost vs stock-count cost — the shrinkage finder
Peak hours	Sales by hour × weekday heat-map
Shift	Per-session summary: opening, sales, expenses, expected, counted, variance

RestaurantERP

Restaurant POS & management

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REPORTS

Cashier shift

Daily sales

Payment methods

Waste

Item sales

Kitchen timing

Delivery

Table occupancy

Discounts & voids

Dish cost & profit

Peak hours

SETTINGS

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Daily sales

The day's takings by channel — dine-in, takeaway, house delivery and aggregator

Today

Yesterday

Last 7 days

This month

All

From

12-09-2026

To

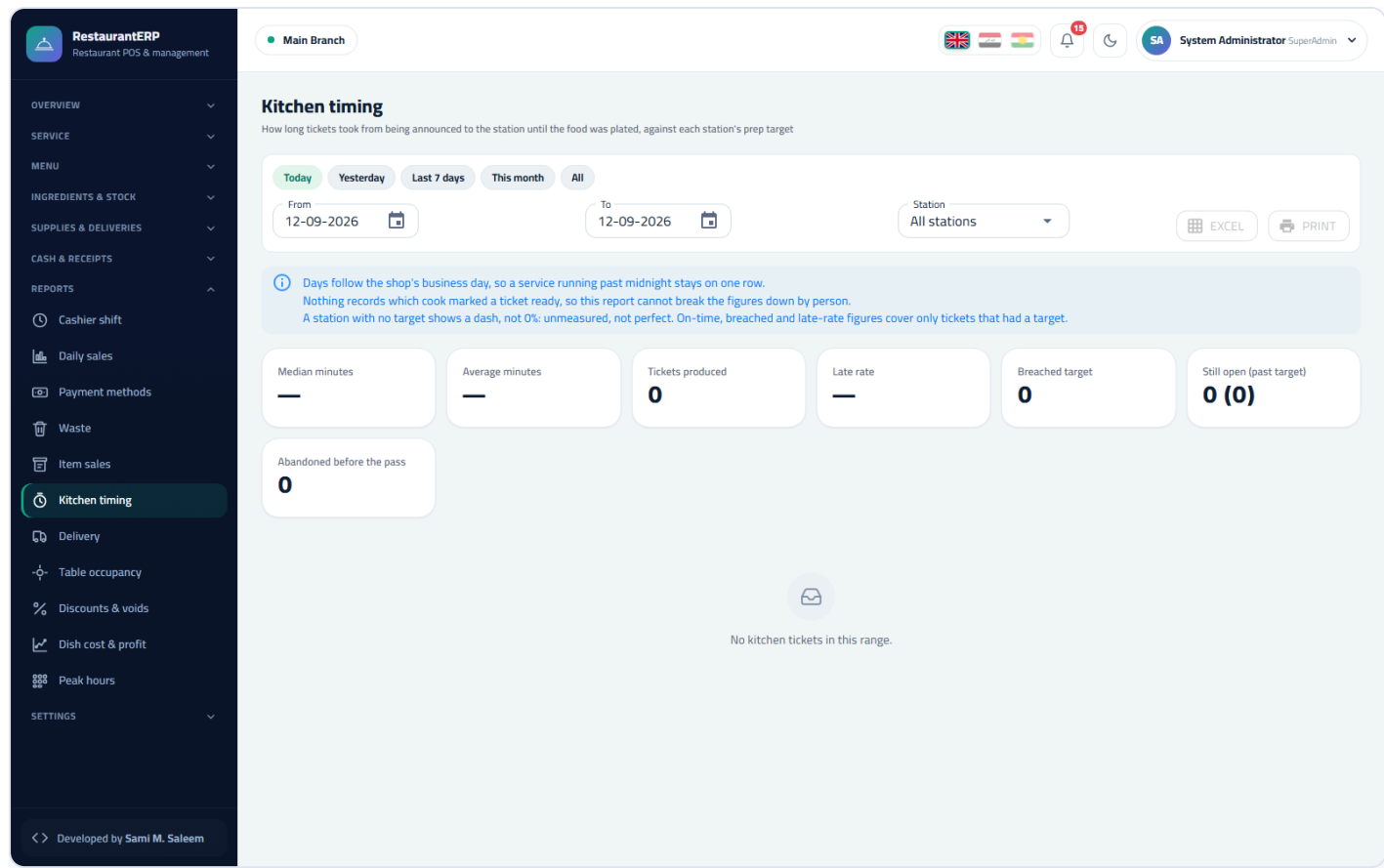
12-09-2026

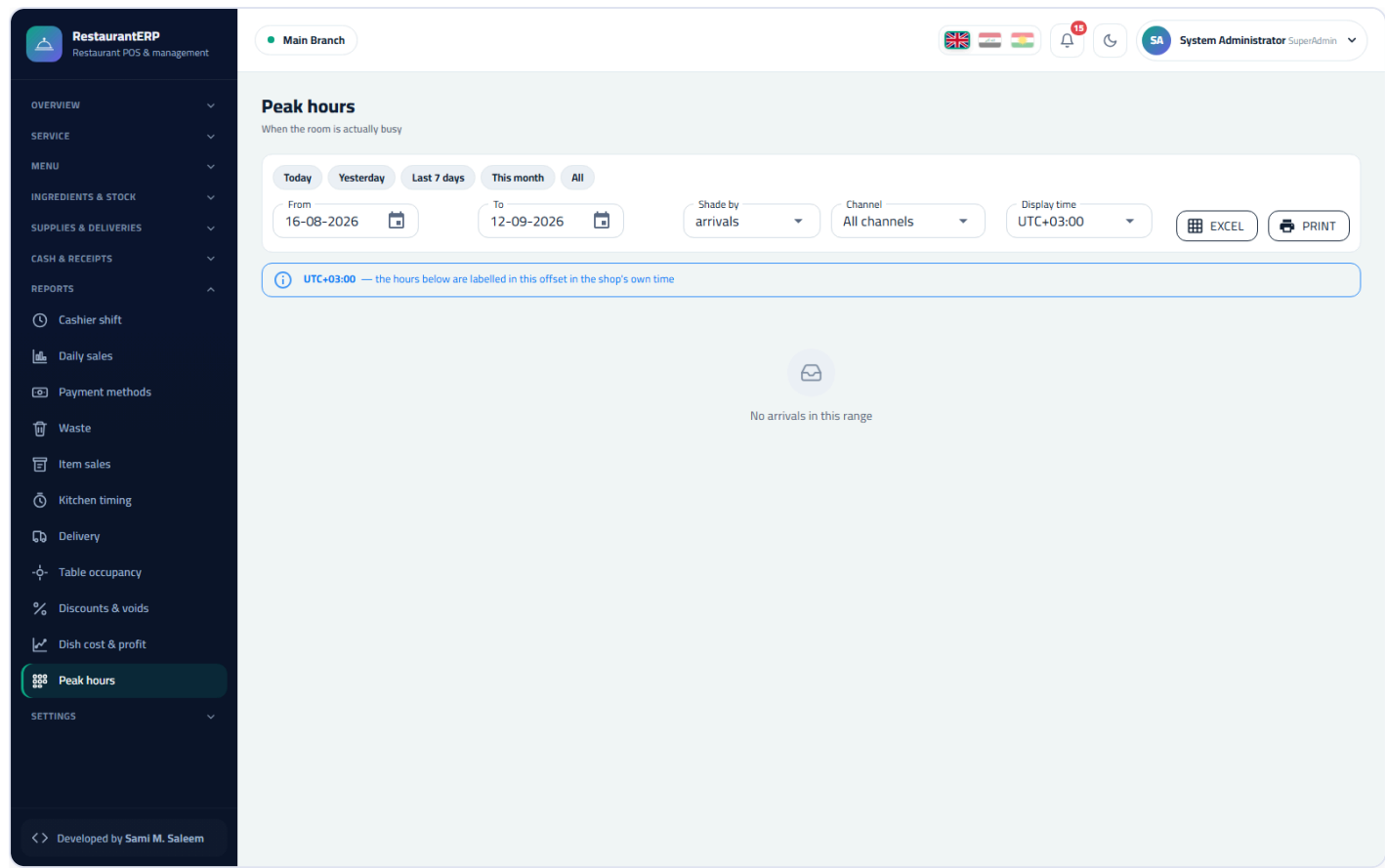
EXCEL

PRINT

No posted restaurant sales in this range

Daily sales





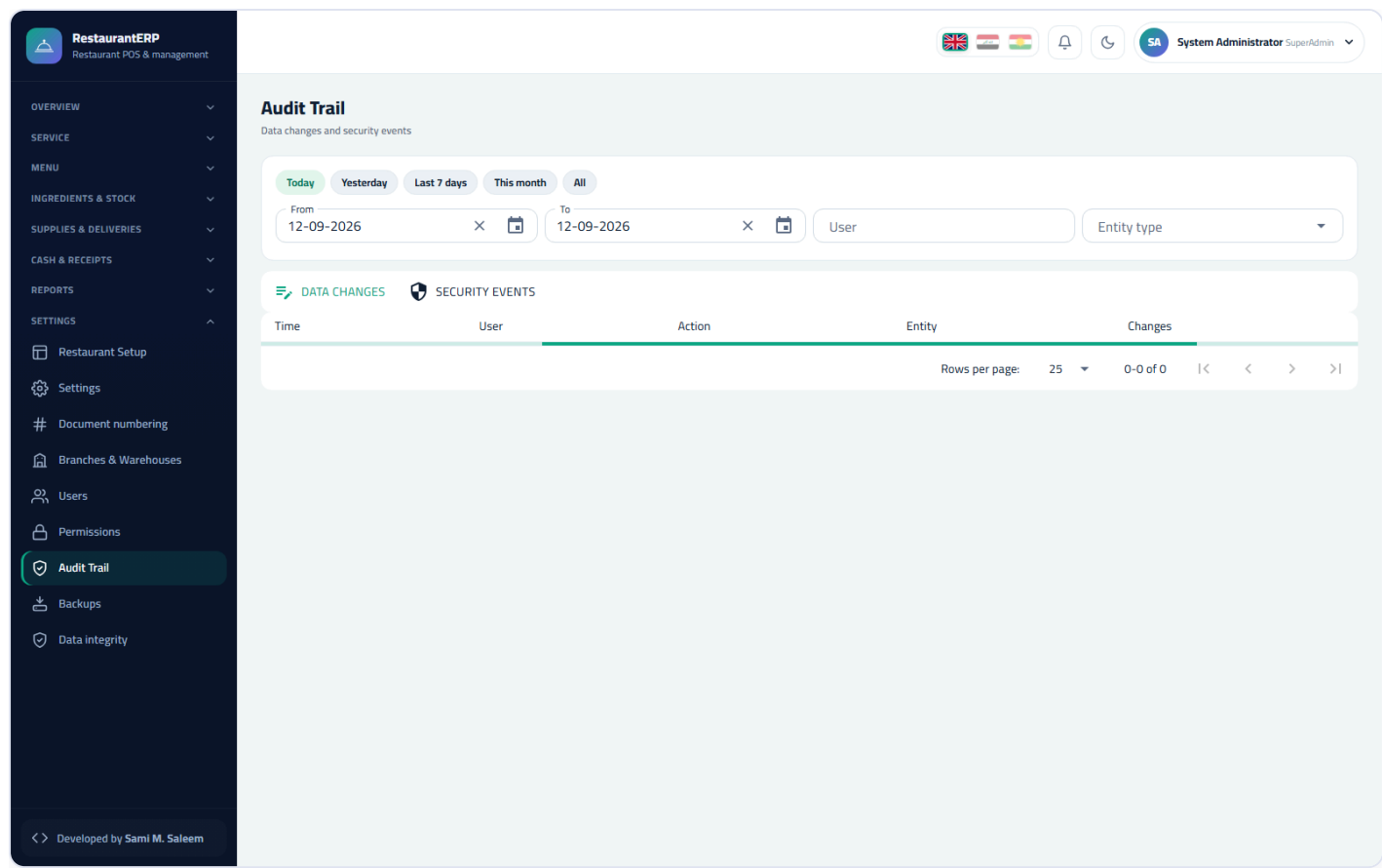
Peak hours

4.4 Back office and accounting

Purchasing, treasury, journal, ledger, statements and accounting periods work exactly as in TradeERP (see the TradeERP manual, chapters 4 and 6): every settled order posts sales revenue, service charge, VAT, cost of sales and inventory in one balanced entry.

4.5 Administration

- **Audit trail** — who did what (voids, discounts, reopened sessions, permission changes).
- **Data integrity** — reconciliations between tickets, receipts, sessions, stock and journal.
- **Backups** — nightly and on-demand.



Audit trail

4.6 Frequently asked questions

- A dish is greyed out on the POS.** It was marked *86* (sold out) on the kitchen board; un-mark it there.
- The table shows "late".** A ticket at one of its stations passed the target time; check the kitchen display.
- Can I move part of an order to another table?** Yes — **Move** on the floor, pick the items, choose the destination.
- The variance at session close is not zero.** The system records it with the closer's name; managers review variances in the *Shift* report.
- How do delivery companies get paid?** Their orders accumulate in the company's account; settle them from the delivery report when the company pays.