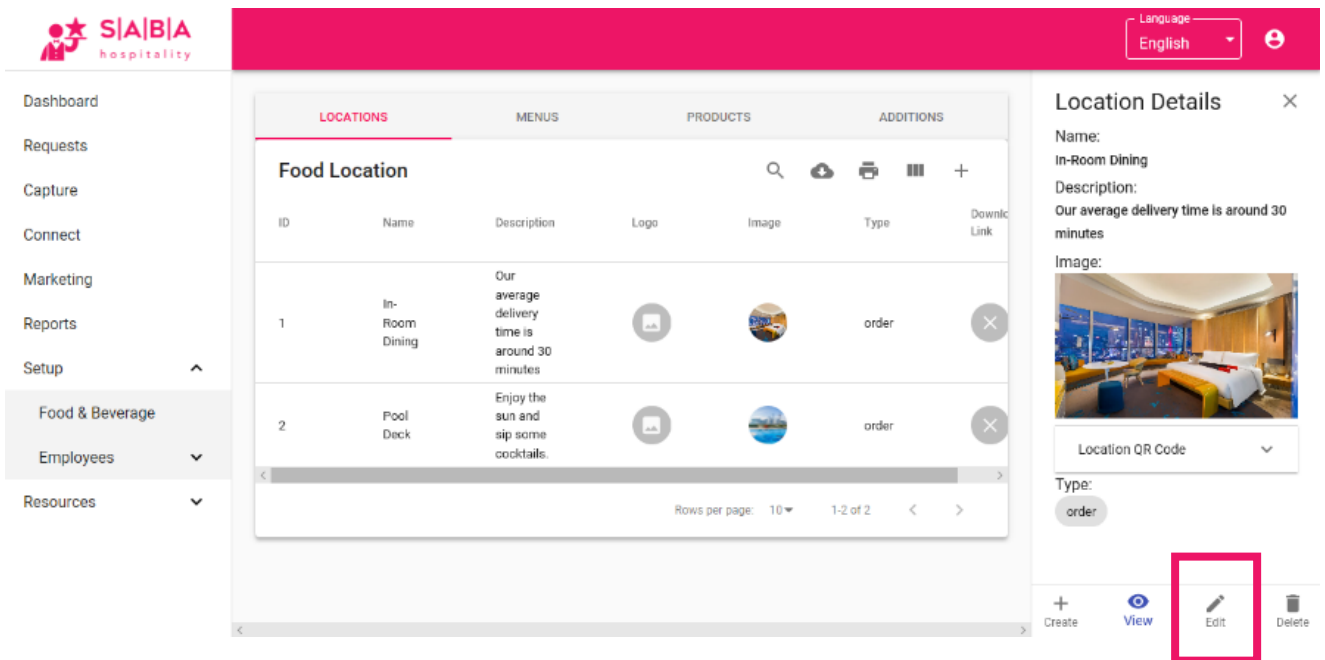


F&B Console - Enabling and Disabling Items

In this job aid, you will learn how to enable and disable menus and products on the F&B dashboard. Should a product or item become unavailable or sell out, you can remove it from the user interface without having to delete the product and re-add it again when it becomes available. The same can be done for a menu or an entire category which is seasonal in nature.

Disabling an item

Should a product or item become unavailable or sell out, you can remove it from the user interface without having to delete the product and re-add it again when it becomes available. The same can be done for a menu or an entire category which is seasonal in nature. To disable a location, category or product, click on the item you want to disable and select the 'Edit' button that is found at the base of the window that appears on the right hand side of the screen.



The screenshot shows the S|A|B|A hospitality F&B Console interface. On the left is a sidebar menu with options: Dashboard, Requests, Capture, Connect, Marketing, Reports, Setup, Food & Beverage (selected), Employees, and Resources. The main content area has a top navigation bar with 'LOCATIONS', 'MENUS', 'PRODUCTS', and 'ADDITIONS'. Below this is a table titled 'Food Location' with columns: ID, Name, Description, Logo, Image, Type, and Download Link. The table contains two rows: ID 1, In-Room Dining, 'Our average delivery time is around 30 minutes', and ID 2, Pool Deck, 'Enjoy the sun and sip some cocktails.' At the bottom of the table are pagination controls: 'Rows per page: 10', '1-2 of 2', and navigation arrows. On the right side of the interface is a 'Location Details' panel. It shows the name 'In-Room Dining', description 'Our average delivery time is around 30 minutes', and an image of a hotel room. Below the image is a 'Location QR Code' section. At the bottom of the panel are four buttons: '+ Create', 'View', 'Edit' (highlighted with a red box), and 'Delete'.

Once you have pressed the 'Edit' button, scroll to the bottom of the form to 'Availability' and disable the item by pressing the 'Enable' button. When the button is coloured, the item is enabled. When it is grey, the item is disabled and can not be seen on the user interface. You must click 'Update' to save the change.

