Quick-start card for the kitchen

Reading the kitchen screen, ticking lines off, bumping orders, and what VOID means.

For Kitchen staff · **Length** 1 page

Read it online
360navtech.com/pos/help/card-kitchen

The kitchen screen

- New orders appear the moment they're fired, oldest first.
- Each order shows its number, table or takeaway, and the time since it was fired.
- Options and notes (spice level, size, allergies) are listed under each item. **Read them.**

Working an order

1. Tap each line as it's done.
2. When the whole order is ready, bump it so it moves off the screen.

Watch for

- **VOID** on an item: it was cancelled at the till. Stop cooking it.
- **Sold out?** Ask a manager to switch the item off on the till (**More** → **Item availability**), so nobody can order it.

If the screen goes blank

Check it's awake and on the main Wi-Fi (not guest Wi-Fi), then refresh it.

Help: 360navtech.com/pos/help