

AJJA FOOD LTD

MERCHANT APP

HOW TO USE MERCHANT APP

Open your merchant app on your device.
Enter your username and password.

When the screen open you can see at
the bottom Home, Orders, Menu,
Account, Other Tab

This screen give you total of sales
Your balance of your credit card sales

A List with top customers will be
displayed and an overview of Reviews

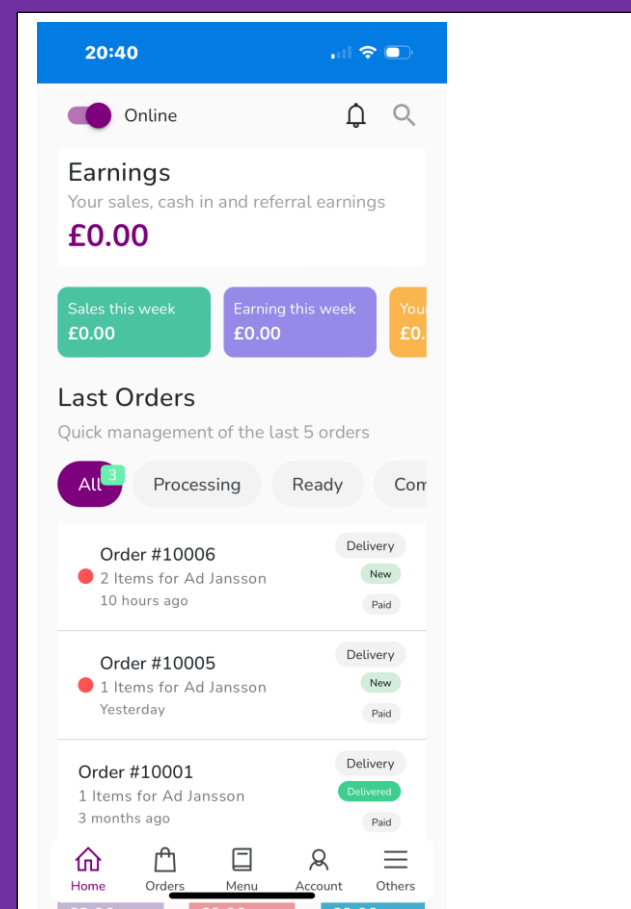
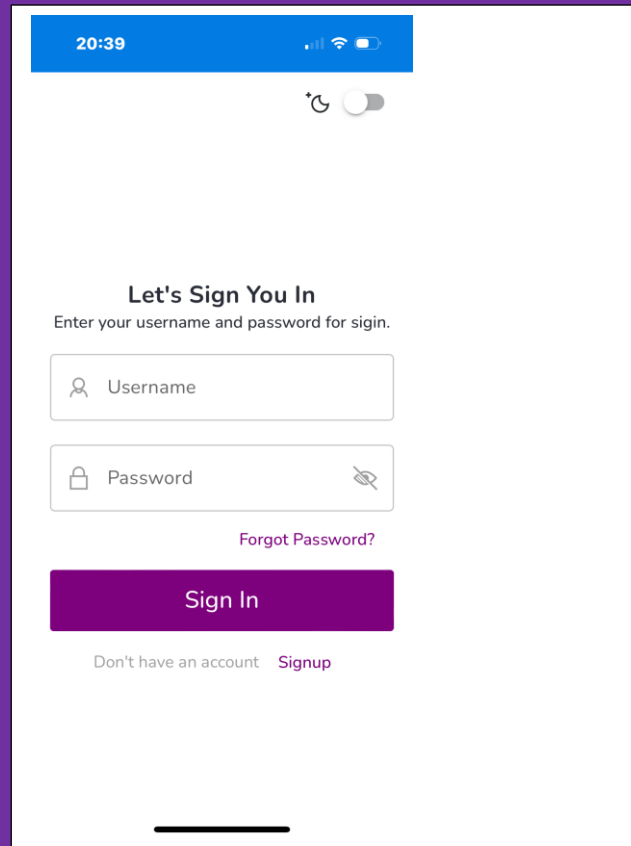
AJJAFOOD can work automatic or it will
wait for your instructions. This function
has to be activated by AJJAFOOD Admin.

Automatic

Each order will be accepted and the
printer will immediately print the order.

Non-Automatic.

Order page, click on new received order
Accept it.

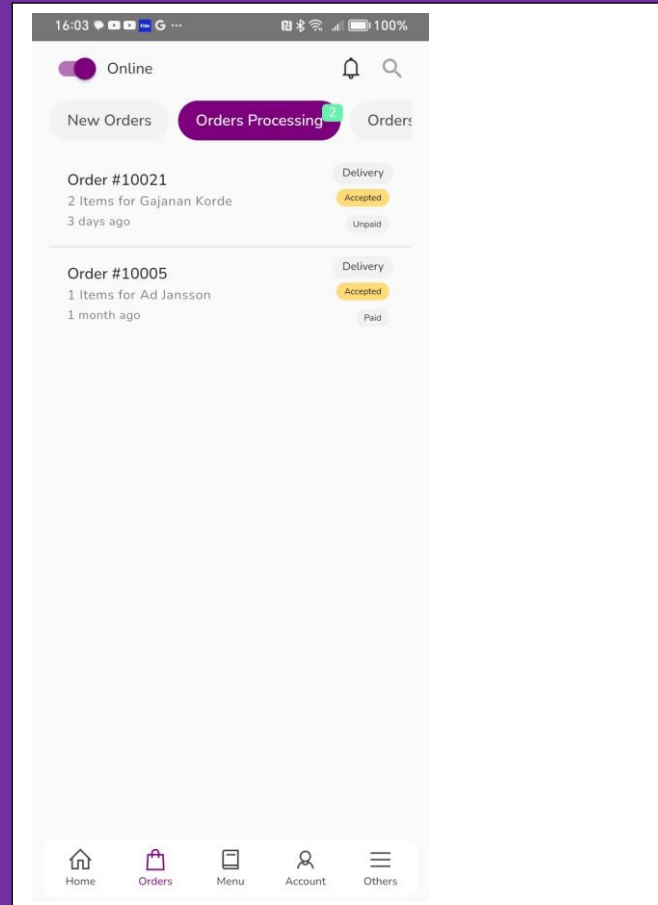


When a new order is in your app you can either accept or decline.

If you accept the order then this order moves to Tap Orders Processing. You open this when order is ready for pick up. The order moves to Orders Ready Tap. Click on out for delivery Your customer received notification that order is under way.

As soon as the driver has delivered, he will update the order to delivered and in your App this is moved to completed.

This is end of the cycle of the order. If an order is for a later time, you can click on scheduled.



Menu Tab

When you open **menu tab** you will at top of screen Menu Items, Addons, Size, Ingredients, Cooking reference.

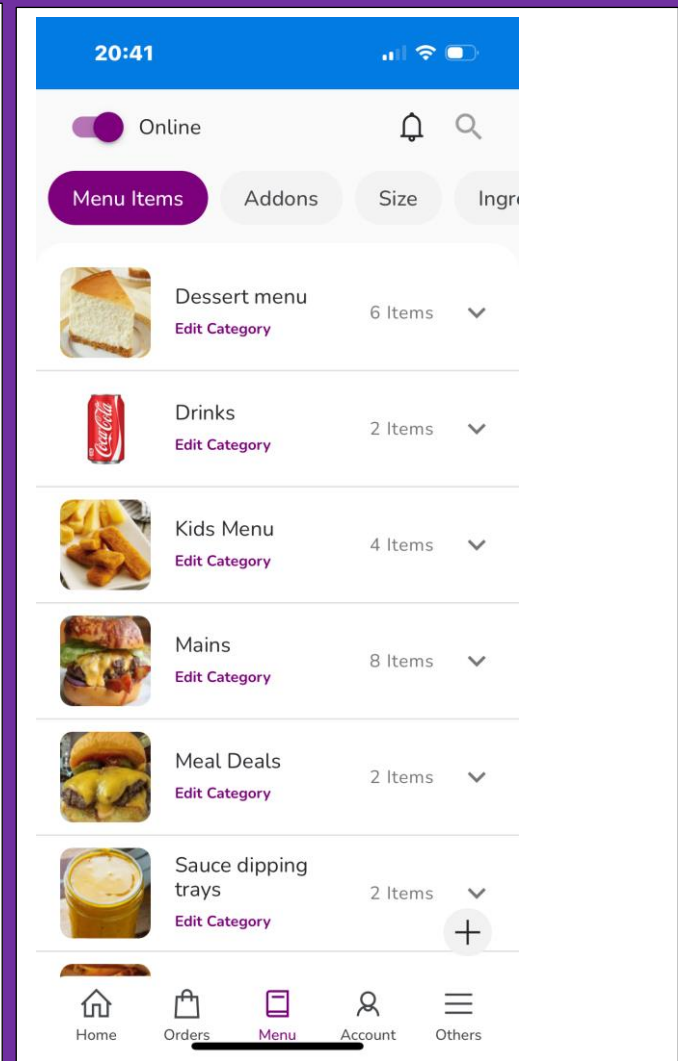
Click on **Menu Items**

This will open the categories of your Menu. Open an Item by clicking **V** on the right-hand side of App.

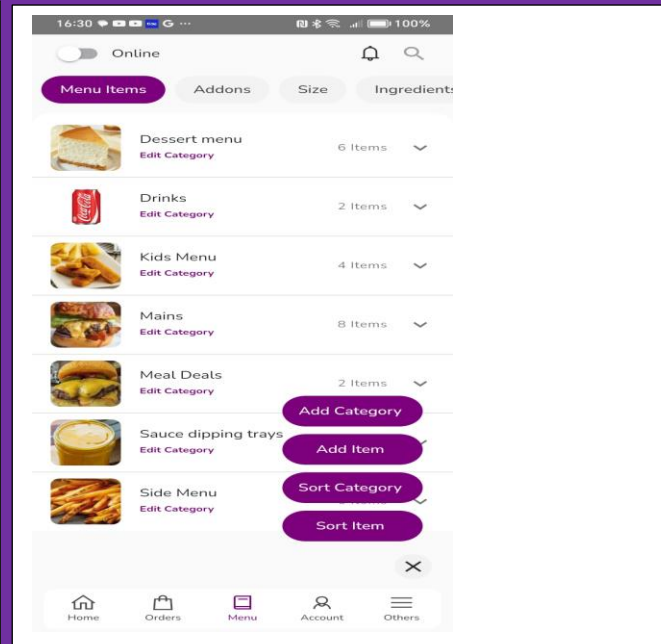
Here you can switch of the Item because it is sold out, move to the left with your finger. If you need to change the price, click the purple circle with pen. Now you can change the text and click on save.

This is now immediately updated.

To delete item click on the right **BIN** symbol and product will be removed.



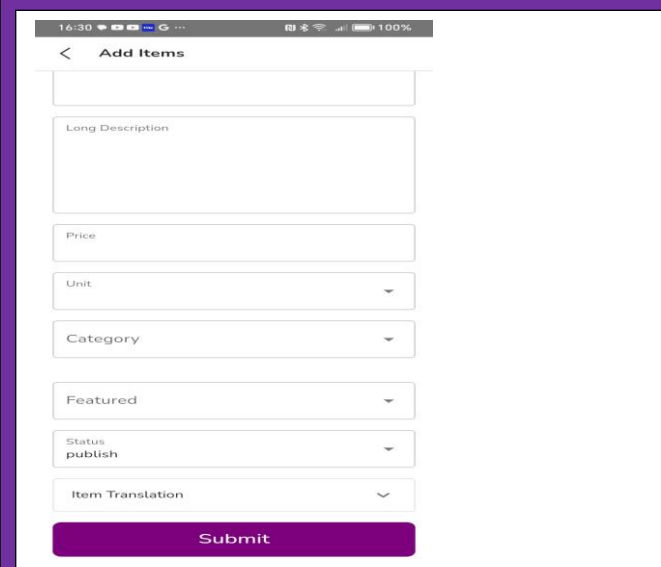
If you need to add a product
Click on + sign at the bottom of the App.
Click on the button you want to do, in
this case Add Item.



If you want to add a picture, make sure
you have this in your handset, otherwise
you need to access your account via
webportal.

Fill in all fields required attach photo
And click **Submit**.

This will become active immediately



Account Tap

This is an admin Tab, here you can update
your details, change password etc.

You can even add a Bluetooth printer to
the app to print out sales information.

Click on Printers, Click +
Switch you Bluetooth printer on
Click the magnifying glass and the APP
will try to find it. When found it will
display in the App **choose** size and make
Choice Print Automatic, if so slide lever
to the right and **Save Printer**

