

Accessing your CertiStar Account from the Revel Point of Sale Devices

Overview

For CertiStar customers, using the Revel System Point of Sale, Revel's Custom Action Buttons, can create a custom button on your Point of Sale to access CertiStar. Once done, it will appear on the Point of Sale dashboard or among the action buttons below the order and link to a web page of your choice.

Custom Action Button Settings

To configure a custom action button:

- 1. On your Management Console ([yoursubdomain].revelup.com), go to the Settings tab.
- 2. Then, click Clear Selections. In the search box type Custom Buttons:

| Select Desired S | ettings |
|--------------------------------------|---------|
| Custom Button | |
| Advanced Pos Settings Custom Buttons | |

3. From the left side menu, check the box next to **Custom Buttons** so the setting appears on the right:



4. Click + Add Custom Button:

| Select Desired S | Select Desired Values to Push | | | | | | | |
|------------------|-------------------------------|-----------------------|---------------------|------------|---------------------|-----------------|------|--|
| Custom Button | Clear Selections | | | | | | | |
| Custom Buttons | | Advanced Pos Settings | | | | | | |
| | | Custom Buttons 🕐 | BUTTON | LINKED URL | DASHBOARD BUTTON | BUTTONS SIZE | EDIT | |
| | | | + Add Custom Button | | | | | |
| | | | | | | | | |

- 5. Enter your **Button Name: "CertiStar Allergens"**, select the color, icon, enter the **Linked URL: "https://menustar.certistar.com/search"**, select if you want the button displayed on the Point of Sale dashboard, and check the box if a passcode is required to access the
- 6. URL:

| New Custom Button | | | | |
|--------------------------|-----------|---------------|-----------------------|----------------------------|
| Button Name | Max 20 ch | aracters | | |
| Color | | | | * |
| lcon 🖲 | ☆ • | A 0 | \mathcal{P}_{\circ} | $\stackrel{\frown}{\circ}$ |
| | © 0 | <u>ن</u> | ð O | Add Custom Icon |
| Linked URL 🕐 | | | | |
| Dashboard 🖲 Button | | | | |
| Buttons Size | Small | | | 0 |
| Security Pin Required | | | | |
| | | | Cancel | Save |

7. Make sure to click **Save** in the top right corner before exiting the Settings tab.

Custom Action Button on the Point of Sale

There are two ways to use the Custom Action Button on the Point of Sale:

- Using Custom Action Button on Dashboard
- Using Custom Action Button on Order Screen

USING CUSTOM ACTION BUTTON ON DASHBOARD

- 1. Log into the Point of Sale station.
- 2. On the Dashboard, you'll see your custom action button.
- 3. Tap the button to be directed to the link you input when setting up your custom action button. Tap **Done** to exit and return back to the dashboard:

| Product Mix | no data available 0 | CertiStar Allergens | C Time Clock | |
|--------------------|---------------------|---------------------|-----------------|--|
| 0 | | New Order | Reports | |
| Top by Quantity | | Orders | Return | |
| Time Management | 0 Clocked In | | | |
| OPERATIONS | | 13 | | |
| 🖨 Tills | Not Set | Product Setup | Appointments | |
| Declined Payments | | | | |
| Offline Payments | | Catering Invoices | Shipping Rewar | |

To use the custom button on the Point of Sale:

- 1. Open a new or existing order.
- 2. Swipe against your quick action buttons until you see your new custom button:

| Pad 🗢 | 364 Take Out | | | 11:55 AM | | | s Q | ¥ 40%■ ? Nick B. (= |
|-------------------------|------------------------|--|--------------------------------------|----------|----------|-------|--------|------------------------|
| Nick B Chuck Taylors | 1 | \$0.00 | \$0.00 | Cafe | Clothing | Shoes | Drinks | Coupon |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | Discounts: Sub Total: Surcharge: Tax: | \$0.00 \$0.00 \$0.00 \$0.00 | | | | | |
| Cancel | wipeHold | Total: | \$0.00 | | | | | |
| Remove Tax Clock Out | Invoice | | 0.00 Pay | | | | | |

- 3. Tap the icon to open to the linked URL.
- 4. If you want to change the order of the action buttons, follow the instructions in the <u>Rearranging Revel iPad Action Point of Sale Buttons</u> article.

If you have any questions, please contact your CertiStar Support team at support@certistar.com.