

Feature Focus Guide: Bar Code Scanners

Core Product: Aloha Takeout
Last Updated: December 19, 2023

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Atlanta

Georgia

USA

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Revision Record

Date	Version #	Description
Prior to 12/2022	ATO v1.1+	Bar code scanning was available in the first release of Aloha Takeout.
06/04/2021		Converted document to use new templates.
12/09/2022		Updated front cover and back page to reflect new NCR branding.
12/19/2023		Updated document to reflect NCR Voyix branding.

About Bar Code Scanners

Bar Code Scanners at a Glance	
Core Product	Aloha [®] Takeout
Complementary Products	
Separate License Required?	No
Other References	Aloha Takeout Implementation Guide

This document discusses how to configure and use bar code scanners with Aloha[®] Takeout (ATO). Bar code scanners are used to recall a check in a mixed takeout / convenience store environment. In this scenario, the customer orders takeout items, then shops in the convenience store while the takeout items are prepared. The customer is provided a check containing a bar code. When the customer and the order are both ready, the cashier accesses the ATO Orders screen, and scans the bar code on the customers check to quickly recall their order. The cashier adds any convenience store items to the check as normal. When all takeout and convenience store items are added to the check, the customer pays for the entire order.

Currently, only one reader of this type has been tested by NCR Voyix, the Symbol LS-2208, which makes the reader available for purchase through normal channels. Other USB readers may work with Aloha Takeout and the Aloha POS system, but no others have been tested. Aloha Takeout checks containing a bar code may be scanned to recall, add additional items to the check, tender and close.

Configuring Bar Code Scanners

This section details the configuration requirements within Aloha Manager and Aloha Configuration Center (CFC) for Bar Code Scanners. If you are an experienced user, refer to Procedures at a Glance for abbreviated steps. If you prefer more detail, continue reading this document.

Procedures at a Glance:	
If you are viewing this document using Adobe Acrobat Reader, click each link for detailed information regarding the task.	
1.	Access Maintenance > Business > Store Settings > Check Printing group to enable bar codes to print on guest checks, for scanning. See page 5 .
2.	Attach the bar code scanner to the Aloha BOH file server.
3.	Click Detect in Maintenance > Takeout Configuration > Takeout Settings > Barcode Scanners tab and scan a bar code for each scanner attached to an ATO terminal. See page 6 .

Printing bar codes on guest checks

Bar codes must be enabled to print on guest checks to allow scanning and recalling an order.

To print bar codes on guest checks:

1. Select **Maintenance > Business > Store Settings** tab > **Check Printing** group.

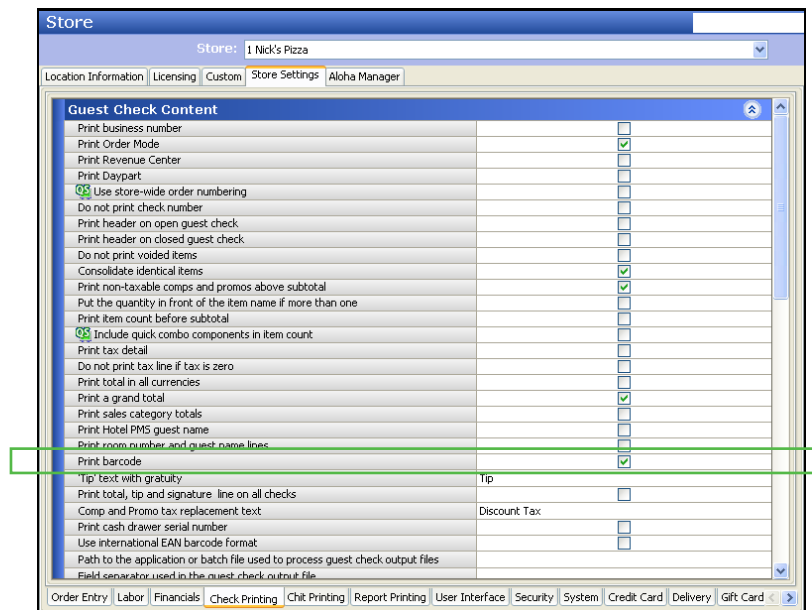


Figure 1 Print Barcode

2. Select **Print barcode**.
3. Click **Save**.

Configuring bar code scanners in ATO

Bar code scanners are configured in Takeout Settings.

To configure bar code scanners:

1. Connect a **bar code scanner** to an available USB port on the Aloha BOH file server.
2. Wait for the **device drivers** to install and the scanner to become ready. The scanner will beep when it is installed and ready.
3. Select **Maintenance > Takeout Configuration > Takeout Settings > Barcode Scanners** tab.
4. Select **Enable USB barcode scanners**.
5. Click **Detect** to locate the scanner on the system.
6. Scan any **bar code**. A dialogue appears with the scanner information.

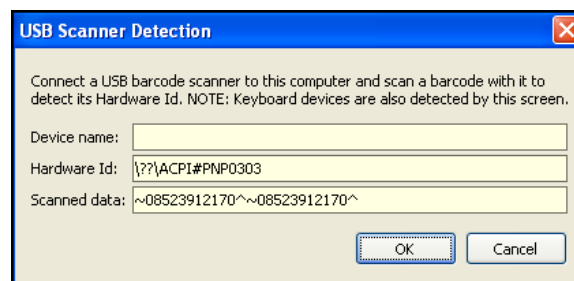


Figure 2 Detect Scanner

Note: If a normal keyboard is attached to the terminal along with the bar code reader, Aloha Takeout may detect the keyboard instead. We recommend you detach the keyboard before detecting scanners.

7. Type a device **name**.
8. Click **OK**.
9. Repeat the **steps above** for other bar code scanners you will connect to ATO terminals.
10. Click **Save**.

Refreshing the data

You must refresh the data for the FOH terminals to use the latest bar code scanner configuration.

To refresh the FOH terminals:

1. Select **Utilities > Aloha Manager**.
2. Select **Refresh POS and all Applications**.
3. Wait for the FOH terminals to restart **Aloha**.

Connecting a bar code scanner to a terminal

Bar code scanners must be connected to an Aloha Takeout terminal to allow the system to detect a scanner during configuration.

To connect a bar code scanner:

1. Plug the **bar code scanner** into an available USB port on an ATO terminal.
2. Wait for the **device drivers** to install and the scanner to become ready. The scanner will beep when it is installed and ready.
3. Repeat for other ATO **terminals** with scanners.

Using Bar Code Scanners

Using bar code scanning with Aloha Takeout is usually a two-step process, with a delay in the middle.

Accepting the takeout order:

1. Create a new **takeout order** for a customer.
2. Add **takeout items** to the check.
3. Order the **items**.
4. Print the **check**, containing a bar code, and hand to the customer.
5. Address the next **customer** in line.

At this point, the customer shops within the convenience store, or waits for the takeout order to be prepared.

When the takeout order is ready and the customer arrives back at the counter:

1. Log in and select the ATO **Orders screen**.
2. Scan the **bar code** on the customer's check with the scanner attached to the terminal. ATO recalls the check and it appears in the POS order entry screen.
3. Add any convenience store **items** to the check.
4. Tender and close the **check** as normal.

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Documentation.HSR@NCRVoyix.com