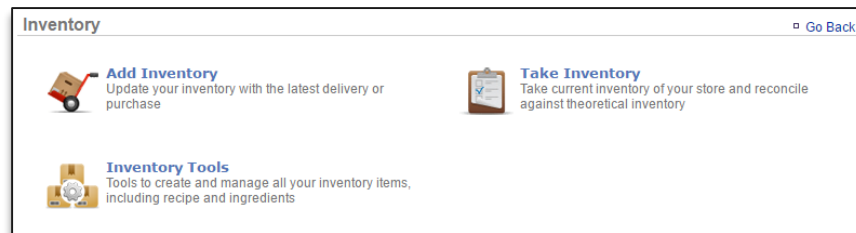


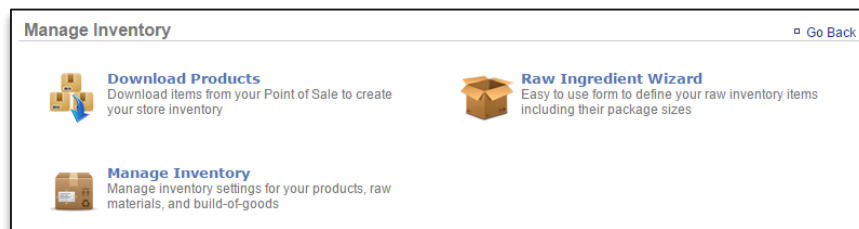
SETTING PAR LEVELS

The Inventory Management Module of NCR Console allows users with the proper access to set part levels for inventory items. Par levels indicate your minimum required and maximum needed amounts for inventory to help you control costs, and stock properly. To set par levels:

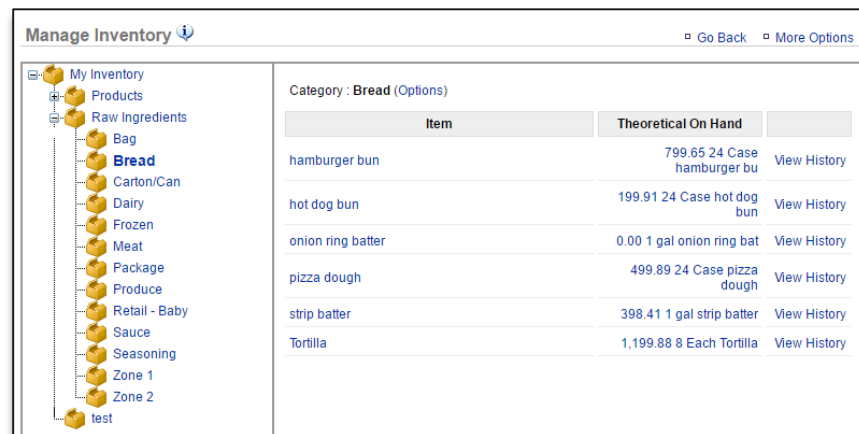
1. Log into NCR Console, go to the **Store** tab and click **Product**
2. Click **Inventory**
3. Click **Inventory Tools**



4. Click **Manage Inventory**



5. Click the **Raw Ingredients** folder to the left of the screen to expand the category
6. Click a subcategory
7. Click an item within the subcategory



8. Click **Edit Item Information**

Item: *hamburger bun*
Go Back More Options

Item Information

Name: hamburger bun
Category: Bread
Description:
SKU:
Model Number:
Manufacturer:
Vendor:
Vendor Product Name:
Vendor Product ID:

Cost:
Price:
Unit Type: 24 Case hamburger bun
Theoretical On Hand: 799.65
Minimum Quantity:
Maximum Quantity:
Taxable: No
Discontinued: No
Identified on the POS as:

Edit Item Information >>

- Enter **Minimum Quantity** and **Maximum Quantity**. Keep in mind that the quantity is based off the default unit type that is selected

Edit Item: *hamburger bun*

Item Information
Recipe

Category: Bread [Change]

Name (Required):
hamburger bun

Description:

SKU:

Model Number:

Manufacturer:

Vendor:
Select a vendor ▼

Vendor Product Name:

Vendor Product ID:

Price:

Unit Type (Required):
24 Case hamburger bun ▼

Minimum Quantity:
5

Maximum Quantity:
10

Taxable:
No ▼

Discontinued:
No ▼

Identified on the POS as:

	Category	Item
<input type="checkbox"/>	?	?
<input type="checkbox"/>	ADMISSION	Admission (12 & UNDER)
<input type="checkbox"/>	ADMISSION	Admission (ADULT)
<input type="checkbox"/>	ADMISSION	Admission (SENIORS)
<input type="checkbox"/>	ADMISSION	Admission (YOUTH)
<input type="checkbox"/>	ADMISSION	Adult Pass
<input type="checkbox"/>	ADMISSION	BackStage Pass Adult
<input type="checkbox"/>	ADMISSION	BackStage Pass Child

Save Cancel

- Click **Save**
- You will be redirected to the **Item Information** screen. Click **Go Back** to go back to the **Inventory Management** screen

Item: *hamburger bun*

[Go Back](#) [More Options](#)

Item Information

Name: hamburger bun

Category: Bread

Description:

SKU:

Model Number:

Manufacturer:

Vendor:

Vendor Product Name:

Vendor Product ID:

Cost:

Price:

Unit Type: 24 Case hamburger bun

Theoretical On Hand: 799.65

Minimum Quantity: 5.00

Maximum Quantity: 10.00

Taxable: No

Discontinued: No

Identified on the POS as:

[Edit Item Information >>](#)

Recipe

Not Applicable

[Edit Recipe >>](#)

12. Repeat this process for all items you want to apply par levels to

Once set, par levels will be visible in:

- Add Inventory
- Take Inventory
- Inventory on Hand Report
- Par Level Report