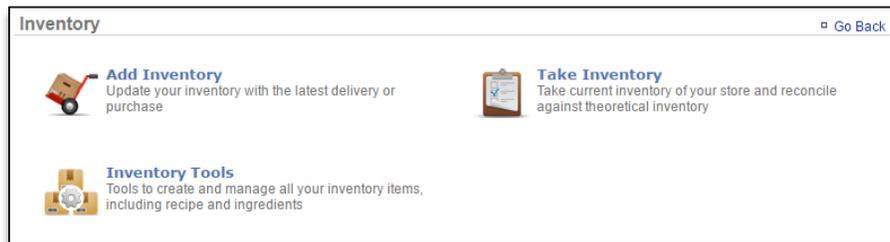

RAW INGREDIENT WIZARD

The Raw Ingredient Wizard in NCR Console's Inventory Management module allows you to build the list of all raw ingredients you manage within your location.

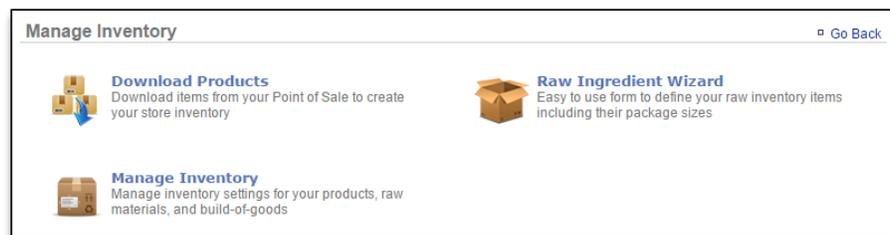
NOTE: Keep in mind that if Console is supporting your brand with inventory management, this feature may not be accessible within your Console account.

To build your list of raw ingredients using the Raw Ingredient Wizard:

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



4. Click **Raw Ingredient Wizard**



5. Enter a **Category name** (e.g. Dairy, Produce, Beverages, Apparel, etc.)
6. Enter an **Item name** (e.g. Milk, Lettuce, Water, T-shirt, etc.)
7. Enter **Unit Size**
 - Unit size refers to a single unit. For example:
 - a. For a 2 gallon container of milk, you'd enter "2"
 - b. For a bottle of water, you'd enter "1"
8. Click the dropdown arrow to **Select Unit**
 - Unit refers to the unit of measure that applies to Unit Size. For example:
 - a. For a 2 gallon container of milk, you'd select "gallon"
 - b. For a bottle of water you'd select "each"

9. Enter **Unit/Case**

- Unit/Case refers to the number of units per case. For example:
 - a. If one case of milk contains six 2-gallon containers, you'd enter "6"
 - b. If one case of water contains 24 bottles of water, you'd enter "24"

10. Enter **Case Cost**

- Case cost refers to the cost per case of the item. For example:
 - a. If one case of milk costs \$25.00, enter 25.00
 - b. If one case of water costs you \$12.00, enter 12.00

11. Click **Add Additional Item** to continue adding items

- Keep in mind that **ALL** fields are required to successfully add items to your raw ingredients list

12. Click **Save**

The screenshot shows a web form titled "Raw Ingredient Wizard" with a "Go Back" link in the top right. The form contains several input fields: "Category", "Item", "Unit Size", "Unit" (a dropdown menu currently showing "Select Unit"), "Units / Case", and "Case Cost". Below these fields is a button labeled "+ Add Additional Item". At the bottom right of the form are "Save" and "Cancel" buttons.

13. You will be redirected to the **Manage Inventory** platform

- The items you download will appear within a folder titled **Raw Ingredients**

The screenshot displays the "Manage Inventory" platform. On the left is a tree view showing a hierarchy: "My Inventory" > "Products" > "Raw Ingredients" (highlighted in blue) > "Bag", "Bread", "Carton/Can", "Dairy", "Frozen", "Meat", "Package", "Produce", "Retail - Baby", "Sauce", "Seasoning", "Zone 1", "Zone 2", and "test". On the right, the "Category" is set to "Raw Ingredients (Options)". Below this, there is a table with two columns: "Item" and "Theoretical On Hand".