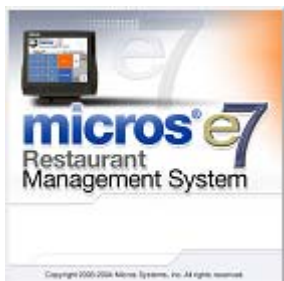




Supported



*MICROS e7  
Version 3.0 Maintenance Release 2  
ReadMe First*

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**General Information**

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**About This Document**

ReadMe First is an introduction to the new features, enhancements and revisions added in the release of the Version 3.0 Maintenance Release 2 MICROS e7 product.

\*\*\*\*\***WARNING**\*\*\*\*\*  
**Do not attempt to install MICROS e7 Version 3.0 Maintenance Release 2 without fully reading this document.**  
\*\*\*\*\*

\*\*\*\*\***IMPORTANT**\*\*\*\*\*  
MICROS e7 Version 3.0 Maintenance Release 1 has re-established support for ALL existing software keys (original e7 license key, e.7 3.0 license key, and the Sentinel Rainbow key).

Windows 2000 is no longer supported.  
\*\*\*\*\*

Product information is divided into the following sections:

- ◆ MICROS e7 Installation
- ◆ What's New
- ◆ What's Enhanced
- ◆ What's Revised

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## **Declarations**

### **Warranties**

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## Introduction

MICROS e7 is a robust point-of-sale solution, with the high quality, reliable and extensive features that the marketplace has grown to expect from MICROS. All of this has been packaged specifically for the independent restaurateur.

MICROS e7 is a complete solution that utilizes the revolutionary MICROS Workstation POS terminal platform and MICROS' 30 plus years of industry leading software solutions.

The MICROS e7 user interface offers an intuitive, user-friendly touchscreen design that takes advantage of color, font, and an efficient screen layout to guide servers through the order entry process. The simplicity of the design reduces training time, improves speed of service to the customer, and lowers error rates for daily operations.

For more information about the MICROS e7 product, refer to the following resources:

- ◆ **Marketing Overview** - This manual provides information regarding MICROS, the hospitality industry, features and benefits, sample reports, and a proposed return on investment for MICROS e7. This document is available for download from the MICROS website *e7 / Marketing / e7 Marketing Overview*.
- ◆ **User's Manual** - This manual provides information on how to use the MICROS e7 System, including POS Operations, Manager Procedures, Credit Card Batch, and Reporting. This document is available for download on the MICROS website *e7 / e7 [Release Version] / Documentation / e7 User's Manual*.

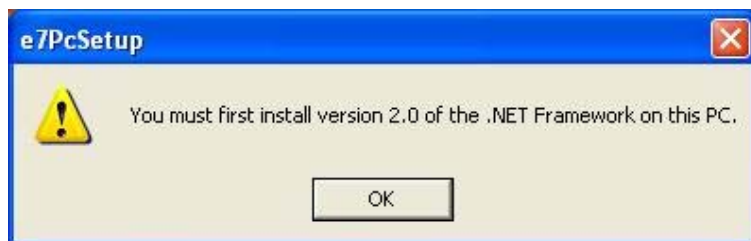
## MICROS e7 Installation

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In order to successfully install and use the MICROS e7 product, the user must upgrade both the PC and workstations to the 2.0 Version of the Microsoft .NET Framework or the .NET Compact Framework respectively.

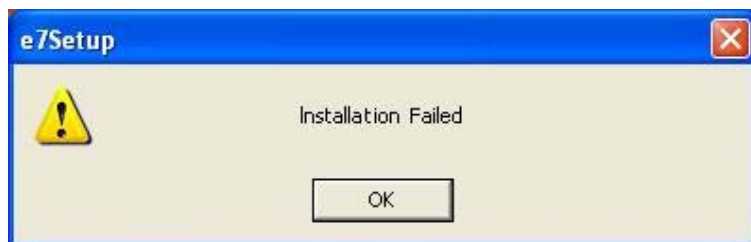
Attempting to upgrade MICROS e7 to Version 3.0 Maintenance Release 2 without performing a framework upgrade, will cause the installation to fail and an error message to appear.

The following error message will appear on a PC:



If this occurs select [Ok] to clear the error message and follow the instructions outlined in the *MICROS e7 PC Installation* section.

The following error message will appear when attempting a stand-alone workstation installation:



If this occurs select [Ok] to clear the error message and follow the instructions outlined in the *Workstation Platform Image* section.

## Upgrading From a Non-PCI Compliant Version of Software

Visa established the Payment Card Industry (PCI) Data Security Standard to protect Visa cardholder data—wherever it resides—ensuring that members, merchants, and service providers maintain the highest information security standard. Please see the *MICROS e7 PABP Compliance* document for the appropriate software version for additional information.

Non-PCI compliant versions of MICROS e7 may allow sensitive information, such as credit card numbers, to exist in a non-encrypted format. Such historical data (magnetic stripe data, card validation codes, PINs, or PIN blocks) must be removed. Removal of such data is necessary to ensure the MICROS software upgrade is conducted in a manner that is PCI compliant.

The table below lists all of the PCI compliant and non-PCI compliant versions of MICROS e7.

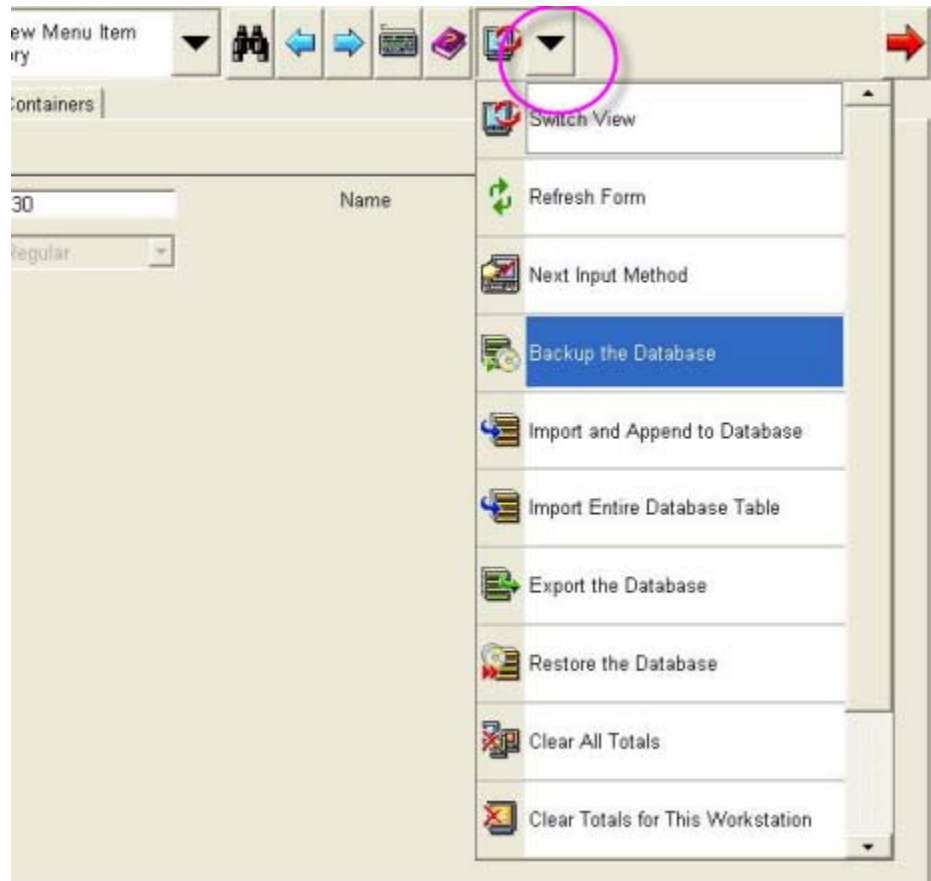
Non-PCI Compliant Version	Compliant PCI Versions
1.0	2.1
1.5	2.1 Patches 1, 2, 3 & 4
1.5 Patch 1	2.5
2.0	2.6 Patches 1, 2 & 3
2.0 Patches 1 & 2	2.7 Patches 1 & 2
	2.8
	3.0

For information on upgrading a MICROS e7 system from a non-PCI compliant version to a PCI compliant version see the *MICROS e7 Version 2.7 Payment Application Best Practices Implementation Guide, MD0007-032* documentation.

## Before You Begin

MICROS recommends backing up the MICROS e7 database before performing an update to the system. Follow these steps to backup the database:

1. Go to the MICROS e7 Configurator.
2. Select the down arrow on the right-hand side of the screen.

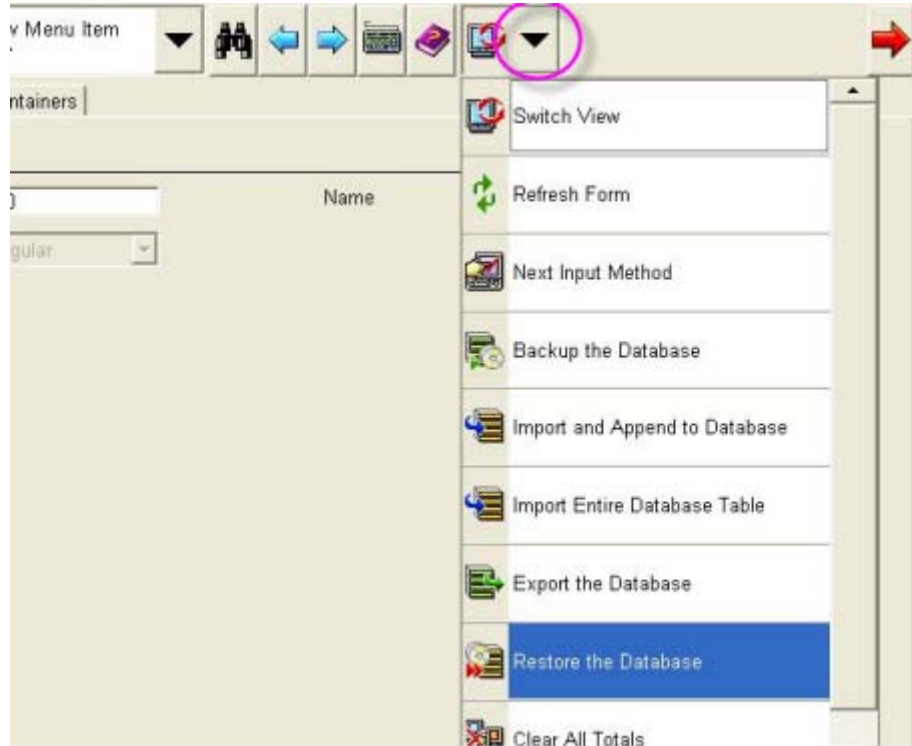


3. A list of available operations will appear. Select **Backup the Database**.
4. A backup of the database will be written to the `\\MICROS\e7\DbBackups` folder.

## Restore Database

Restoring a database is NOT part of the standard MICROS e7 installation process. If for any reason the user needs to restore a database, follow these steps:

1. Go to the MICROS e7 Configurator.
2. Select the down arrow on the right-hand side of the screen.



3. A list of available operations will appear. Select **Restore the Database**.
4. The database will be restored from the *\\MICROS\e7\DbBackups* folder.



## Downloading the MICROS e7 Product

The MICROS e7 product is available for download from the MICROS Web Site. There are several download choices available from the *Member Services / Product Support / MICROS Products* page:

- ◆ **Workstation Platform Image** - The platform image will depend on the type(s) of workstation(s) in use at the site. The following images are available:
  - ◆ **Workstation 4.** Download this file to extract the platform image for a Workstation 4. Use the *e7 | e7 [Release Version] | Workstation 4 Platform Software* link to download the **ws4\_platform\_15.2.exe** file.
  - ◆ **Workstation 4 LX.** Download this file to extract the platform image for a Workstation 4 LX. Use the *e7 | e7 [Release Version] | Workstation 4 LX Platform Software* link to download the appropriate **ws4lx\_platform\_RC\_2.9\_and\_BIOS.exe** file.
  - ◆ **Workstation 5.** Download this file to extract the platform image for a Workstation 5. Use the *e7 | e7 [Release Version] | Workstation 5 Platform Software* link to download the appropriate **ws5\_platform\_RC\_1.3\_and\_BIOS.exe** file.

- ◆ **MICROS e7 Workstation Installation** - Download this file if you are installing only to a workstation.

Use the *e7 | e7 [Release Version] | e7 Workstation 4 Software* link to download the **e7\_ws4\_build\_3.0\_MR2.exe** file.

Use the *e7 | e7 [Release Version] | e7 Workstation 4 LX Software* link to download the **e7\_ws4lx\_build\_3.0\_MR2.exe** file.

Use the *e7 | e7 [Release Version] | e7 Workstation 5 Software* link to download the **e7\_ws5\_build\_3.0\_MR2.exe** file.

- ◆ **MICROS e7 PC Installation** - Download this file if you are installing to a PC. The extracted files can be used to burn a CD or to run the MICROS e7 PC Setup program.

Use the *e7 | e7 [Release Version] | e7 PC Software* link to download the **e7\_pc\_build\_3.0\_MR2.exe** file.

## Workstation Platform Image

The platform image and the installation instructions will vary based on the workstation(s) being used at the site. This section is divided as follows, refer to the appropriate instructions for your workstation version.

- ◆ Workstation 4
- ◆ Workstation 4 LX
- ◆ Workstation 5

---

### **Note**



*With the release of MICROS e7 Version 3.0, a new platform was required for the Workstation 4LX and the Workstation 5.*

*With the release of MICROS e7 3.0 Maintenance Release 1, the use of the e7 Version 2.8 platform is supported. The new platform is supported with e7 Version 3.0 Maintenance Release 1 but is NOT required.*

*When upgrading from MICROS e7 Version 2.8 to Version 3.0 Maintenance Release 2, a platform upgrade is NOT required.*

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### **Workstation 4**

Use these instructions to install the Platform Image on a Workstation 4. These steps may also be used to install another CE language platform, such as Chinese, Japanese, or Korean.

The MICROS e7 software will not be installed as part of these instructions. A PC or laptop is required to extract the zip (.exe) file and copy the extracted files to the appropriate transfer media, such as a USB thumb drive.

1. Copy the **ws4\_platform\_15.2.exe** file from the MICROS Web Site to a temporary directory on the PC.
2. Double-click on **ws4\_platform\_15.2.exe** to extract the MICROS e7 files.
3. Enter a directory location where the MICROS e7 files will be extracted (i.e., *C:\wsImage*).

4. Click on **Unzip**.
5. Click on **Close**.
6. Copy the directory from Step 3 (i.e., *C:\wsImage*) to a USB thumb drive.
7. Attach the USB thumb drive to the USB slot on the back of the Workstation 4.
8. Open Windows Explorer on the Workstation.
9. Locate the MICROS e7 software directory (i.e., *C:\wsImage*) on the USB thumb drive. The USB thumb drive should appear in Explorer as *\Hard Disk*. The following two sub-directories should be available:
  - ◆ *..\Standalone CAL Upgrade to 1.1.3.55*.
  - ◆ *..\Standalone Platform Update 15.2*
10. From the *..\Standalone CAL Upgrade to 1.1.3.55* directory, run **StandAloneInstall.exe** to upgrade the CAL client software on the workstation.

---

**Note**



*Make sure that each workstation has at least 25 MB of free compact flash space before installing the software on the workstation.*

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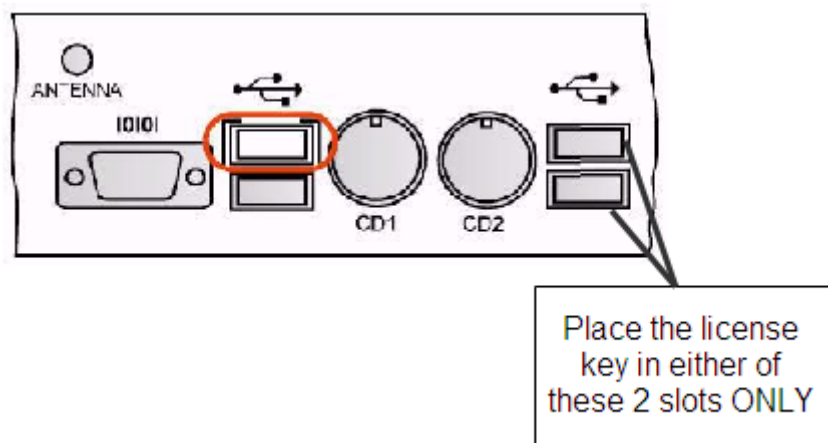
11. From the *..\Standalone Platform 15.2* directory, run **StandAloneInstall.exe** to install the 15.2 platform. CAL installs the Windows CE image and reboots the workstation.

### **Workstation 4 LX**

Use these instructions to install the Platform Image on a Workstation 4 LX. These steps may also be used to install another CE language platform, such as Chinese, Japanese, or Korean.

The MICROS e7 software will not be installed as part of these instructions. A PC or laptop is required to extract the zip (.exe) file and copy the extracted files to the appropriate transfer media, such as a USB thumb drive.

1. Copy the **ws4lx\_platform\_RC\_2.9\_and\_BIOS.exe** file from the MICROS Web Site to a temporary directory on the PC.
2. Double-click on **ws4lx\_platform\_RC\_2.9\_and\_BIOS.exe** to extract the MICROS e7 files.
3. Enter a directory location where the MICROS e7 files will be extracted (i.e., *C:\wsImage*).
4. Click on **Unzip**.
5. Click on **Close**.
6. Copy the directory from Step 3 (i.e., *C:\wsImage*) to a USB thumb drive.
7. Attach the USB thumb drive to the USB slot on the back of the Workstation 4 LX. The user must insert the USB thumb drive into the first USB port on the back of the workstation. Insert the thumb drive to the USB port indicated below:



8. Open Windows Explorer on the Workstation.

9. Locate the MICROS e7 software directory (i.e., *C:\wsImage*) on the USB thumb drive. The USB thumb drive should appear in Explorer as *\Hard Disk*. The following three sub-directories should be available:
  - ◆ *..\Standalone BIOS Update*
  - ◆ *..\Standalone CAL Upgrade to 6.1.3.68*
  - ◆ *..\Standalone Platform Update RC 2.9*
10. From the *..\Standalone BIOS Update* directory, run **StandAloneInstall.exe** to upgrade BIOS on the workstation.

---

**Note**



*Make sure that each workstation has at least 25 MB of free compact flash space before installing the software on the workstation.*

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11. From the *..\Standalone CAL Upgrade to 6.1.3.68* directory, run **StandAloneInstall.exe** to upgrade the CAL client software on the workstation.
12. From the *..\Standalone Platform 2.9* directory, run **StandAloneInstall.exe** to install the 2.9 platform. CAL installs the Windows CE image and reboots the workstation.

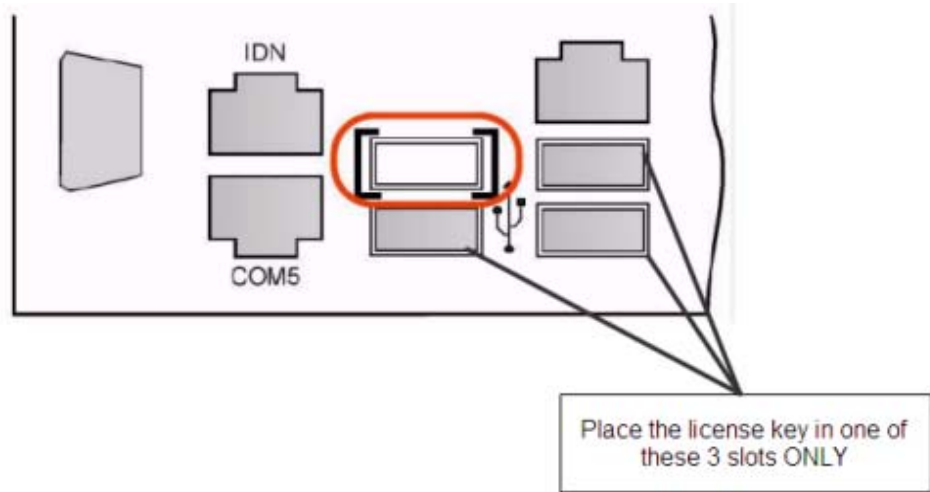
### Workstation 5

Use these instructions to install the Platform Image on a Workstation 5. These steps may also be used to install another CE language platform, such as Chinese, Japanese, or Korean.

The MICROS e7 software will not be installed as part of these instructions. A PC or laptop is required to extract the zip (.exe) file and copy the extracted files to the appropriate transfer media, such as a USB thumb drive.

1. Copy the **ws5\_platform\_RC\_1.3\_and\_BIOS.exe** file from the MICROS Web Site to a temporary directory on the PC.

2. Double-click on **ws5\_platform\_RC\_1.3\_and\_BIOS.exe** to extract the MICROS e7 files.
3. Enter a directory location where the MICROS e7 files will be extracted (i.e., *C:\wsImage*).
4. Click on **Unzip**.
5. Click on **Close**.
6. Copy the directory from Step 3 (i.e., *C:\wsImage*) to a USB thumb drive.
7. Attach the USB thumb drive to the USB slot on the back of the Workstation 5. The user must insert the USB thumb drive into the first USB port on the back of the workstation. Insert the thumb drive into the USB port indicated below:



8. Open Windows Explorer on the Workstation.
9. Locate the MICROS e7 software directory (i.e., *C:\wsImage*) on the USB thumb drive. The USB thumb drive should appear in Explorer as *\Hard Disk*. The following three sub-directories should be available:

- ◆ ..\Standalone BIOS Update
- ◆ ..\Standalone CAL Upgrade to 6.1.3.68
- ◆ ..\Standalone Platform Update RC 1.3

10. From the ..\Standalone BIOS Update directory, run **StandAloneInstall.exe** to upgrade BIOS on the workstation.

---

**Note**



*Make sure that each workstation has at least 25 MB of free compact flash space before installing the software on the workstation.*

---

11. From the ..\Standalone CAL Upgrade to 6.1.3.68 directory, run **StandAloneInstall.exe** to upgrade the CAL client software on the workstation.

12. From the ..\Standalone Platform RC 1.3 directory, run **StandAloneInstall.exe** to install the RC 1.3 platform. CAL installs the Windows CE image and reboots the workstation.

## MICROS e7 Workstation Installation

Use these instructions to install the MICROS e7 software on a Workstation that has the appropriate Windows CE operating system image already installed. A PC or laptop is required to extract the zip file and copy the extracted files to the appropriate transfer media, such as a USB thumb drive.

The zip file will vary depending on workstation version being used at the site. This section is divided as follows, refer to the appropriate instructions for your workstation version.

- ◆ Workstation 4
- ◆ Workstation 4 LX
- ◆ Workstation 5

#### **Workstation 4**

1. Copy the **ws4\_build\_3.0\_MR2.exe** file from the MICROS Web Site to a temporary directory on the PC.
2. Double-click on **ws4\_build\_3.0\_MR2.exe** to extract the MICROS e7 files.
3. Enter a directory location where the MICROS e7 files will be extracted. (i.e. *C:\e7Software*)
4. Click on **Unzip**.
5. Click on **Close**.
6. Copy the directory from Step 3 (i.e. *C:\e7Software*) to a USB thumb drive.
7. Attach the USB thumb drive to the USB slot on the back of the workstation.
8. Open Windows Explorer on the workstation.
9. Locate the MICROS e7 software directory (i.e. *C:\e7Software*) on the USB thumb drive.
10. Run **StandAloneInstall.exe** CAL installs the MICROS e7 software and reboots the workstation.

#### **Workstation 4 LX**

1. Copy the appropriate **ws4lx\_build\_3.0\_MR2.exe** file from the MICROS Web Site to a temporary directory on the PC.
2. Double-click on **ws4lx\_build\_3.0\_MR2.exe** to extract the MICROS e7 files.
3. Enter a directory location where the MICROS e7 files will be extracted. (i.e. *C:\e7Software*)



4. Click on **Unzip**.
5. Click on **Close**.
6. Copy the directory from Step 3 (i.e. *C:\e7Software*) to a USB thumb drive.
7. Attach the USB thumb drive to the USB slot on the back of the workstation.
8. Open Windows Explorer on the workstation.
9. Locate the MICROS e7 software directory (i.e. *C:\e7Software*) on the USB thumb drive.
10. Run **StandAloneInstall.exe** CAL installs the MICROS e7 software and reboots the workstation.

#### **Workstation 5**

1. Copy the appropriate **ws5\_build\_3.0\_MR2.exe** file from the MICROS Web Site to a temporary directory on the PC.
2. Double-click on **ws5\_build\_3.0\_MR2.exe** to extract the MICROS e7 files.
3. Enter a directory location where the MICROS e7 files will be extracted. (i.e. *C:\e7Software*)
4. Click on **Unzip**.
5. Click on **Close**.
6. Copy the directory from Step 3 (i.e. *C:\e7Software*) to a USB thumb drive.
7. Attach the USB thumb drive to the USB slot on the back of the workstation.
8. Open Windows Explorer on the workstation.

9. Locate the MICROS e7 software directory (i.e. *C:\e7Software*) on the USB thumb drive.
10. Run **StandAloneInstall.exe** CAL installs the MICROS e7 software and reboots the workstation.

## MICROS e7 PC Installation

With MICROS e7, a PC can be setup to run the MICROS e7 ReportsPlus, Configurator, and Credit Cards modules. To use these applications on a PC, the .NET Framework (Version 2.0 or higher) must be installed prior to the MICROS e7 PC installation.

Optionally, the PC may be configured to be a CAL server for the MICROS e7 site, so that it can be used to update the workstations with the MICROS e7 workstation software.

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### *Note*



*The .NET Framework (Version 2.0 or higher) must be installed on the PC prior to running the MICROS e7 PC setup program. .NET Framework is available for download from Microsoft's website.*

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## Firewall Settings

If Windows Firewall is enabled during the MICROS e7 setup, the system will automatically configure the firewall exceptions needed for the applications to communicate across the network. When an application is listed on the Exceptions List, Windows overrides the application's security settings and automatically applies the necessary listening ports. These exceptions include:

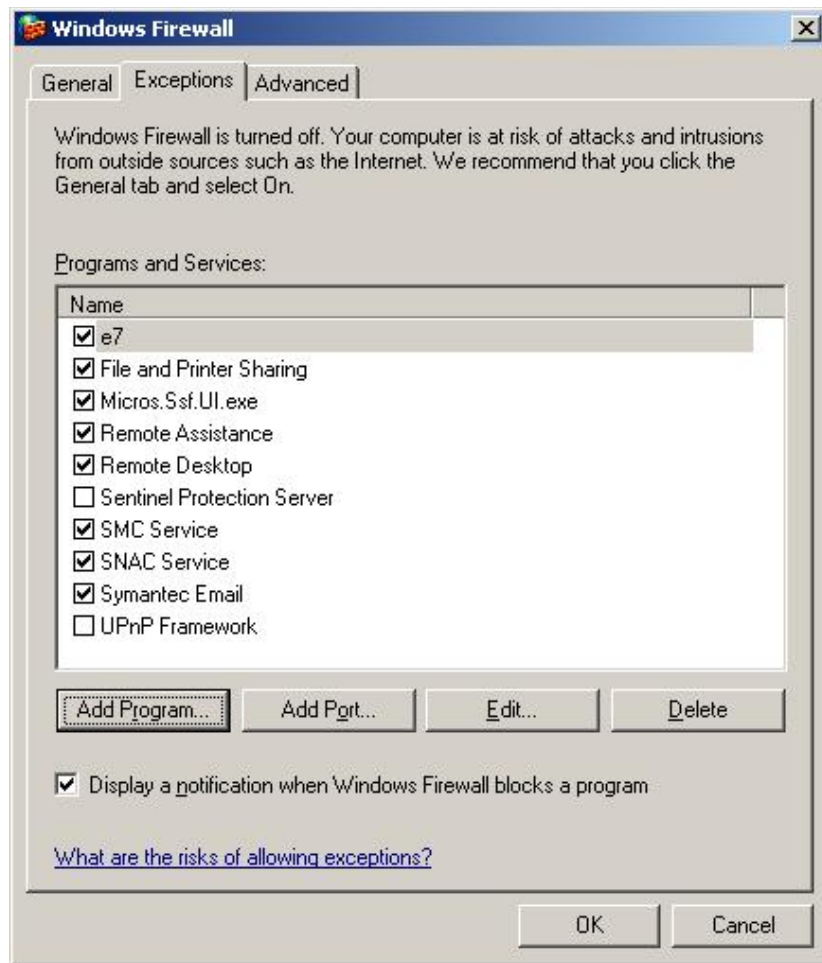
- ◆ MICROS CAL Service
- ◆ MICROS SSF UI Launcher (enable if Gift Cards are used)
- ◆ Network Diagnostics for Windows XP
- ◆ POSMain

If the Windows Firewall is disabled during the MICROS e7 setup and then later enabled after the setup has completed, the user must manually add applications to the Windows Firewall Exceptions List by following the directions below. Keep in mind that steps may vary slightly depending on the Operating System used.

To add an application to the Exceptions List:

1. From the *PC*, select *Start | Settings | Control Panel | select either the Security Center or Windows Firewall*.
2. Ensure that the Windows Firewall is **Enabled**.
3. Click on the **Windows Firewall** icon. This will cause a Windows Firewall screen to appear.
4. Go to the *Exceptions* tab and add the following programs and services:
  - ◆ MICROS CAL Service
  - ◆ MICROS SSF UI Launcher (enable if Gift Cards are used)
  - ◆ Network Diagnostics for Windows XP
  - ◆ POSMain (also known as 'e7')

◆ Remote Assistance



To add a program to this list, select the **[Add Program]** button. This will cause the Add a Program dialog box to display. From here the user can add a program by either:

- ◆ Select the appropriate program from the list displayed in the Add a Program dialog box and click **[Ok]**, OR
  - ◆ Select **[Browse]** and navigate to the file location for the desired program and Click **[Open]**.
5. The newly added program should now appear in the Exceptions List on the *Exceptions* tab.

## For Windows XP Professional - 32 bit, and Windows 2003 Server - 32 bit

### Extracting the MICROS e7 PC Setup Files

Use these instructions to extract the PC Setup zip (.exe) file and install the extracted files to a PC.

1. Copy the **e7\_pc\_build\_3.0\_MR2.exe** file from the MICROS Web Site to a temporary directory on the PC.
2. Double-click on **e7\_pc\_build\_3.0\_MR2.exe** to extract the MICROS e7 files.
3. Enter a directory location where the MICROS e7 files will be extracted. (i.e. *C:\e7CD*)
4. Click on **Unzip**.
5. Click on **Close**.

---

#### **Note**



*The MICROS e7 installation can be started from the directory where you extracted files in these previous steps (i.e. *C:\e7CD*) using the instructions below.*

*or*

*These extracted MICROS e7 files can be burned onto a CD. Then, *e7PcSetup.exe* can be executed to start the product installation.*

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### Installing the MICROS e7 PC Setup Files to a PC

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#### **Note**



*Once the CAL software is installed on the PC, the system will automatically upgrade each workstation. Make sure that each workstation has at least 25 MB of free compact flash space before installing the software on the PC.*

- 
1. Open Windows Explorer on the PC.
  2. Locate the MICROS e7 software directory (i.e., *C:\e7CD*) that you extracted in the previous steps.

3. Run **e7PCSetup.exe**.
4. Click [**Next**] from the MICROS e7 Setup Welcome screen.
5. Review the End User License Agreement, click **I Accept the Agreement**, and click [**Next**].
6. Enter the location where MICROS e7 will be installed. The default destination location is the same as the previously installed version of MICROS e7 or *c:\Program Files\MICROS\e7* for a new installation. Use the Browse button to select a different destination location.
7. Select the additional tasks to be performed by the MICROS e7 installation and click [**Next**].

The following actions will automatically be performed:

- ◆ **Create shortcut on the desktop**—Creates a desktop shortcut for the **e7.exe** file in the \bin folder. The name of the desktop shortcut is MICROS e7 and the default folder is the \bin folder.
  - ◆ **Create shortcut in the Start Menu**—Creates a selection for MICROS e7 in Start Menu | Programs on the PC.
  - ◆ **Create shortcut in the Startup folder**—Creates a shortcut in the PC's startup folder for the e7.exe program.
  - ◆ **Install MICROS CAL Service**—Installs the MICROS CAL Service on the PC. If the CAL server is already installed, this choice is greyed out.
8. Click [**Finish**] to begin installing MICROS e7.

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**Note**



*After the CAL server installation, the workstation operating system images will be automatically updated.*

*If told to reboot the PC, please wait until all workstations have finished their CAL upgrade to MICROS e7 Version 3.0 Maintenance Release 2.*

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9. When finished, a prompt will display indicating that installation is complete. Click [Ok].
10. Start MICROS e7.
11. If this is a new MICROS e7 installation, enter the **Network location ID** and *Restore the Database* via the MICROS e7 Configurator. The Network location ID is used when communicating with the workstations and PC. **IMPORTANT:** The Network location ID must be the same for every workstation and PC on the network. Note that this entry is case sensitive.

If this is a MICROS e7 software upgrade, CAL will update the workstations and MICROS e7 will start automatically.

### **Installing MICROS e7 on the Workstation via CAL**

#### **Performing a New MICROS e7 Installation**

Follow the directions below to install the MICROS e7 application on a workstation via CAL.

1. Select 'Start.' Navigate to *Programs / CAL / Reconfigure CAL*.

2. Highlight the CAL Server and select [Next].

MICROS CAL - Select CAL Server

Server Name: M36372

Server IP/URL : 172.28.212.23

POS Type: MICROS e7

CAL Enabled:

Available Servers:

Server Name	POS Type
M36372	MICROS e7

Cancel Search Again Next >>

3. Select [Save].

MICROS CAL - Select WS Identity

**Workstation Identity**

UWS Name: WindowsCE

IP Address: 172.28.213.182

Net Mask: 255.255.252.0

Def. Gateway: 172.28.212.1

Automatic DHCP Configuration

Select Product to Install on Workstation

9700SAROps

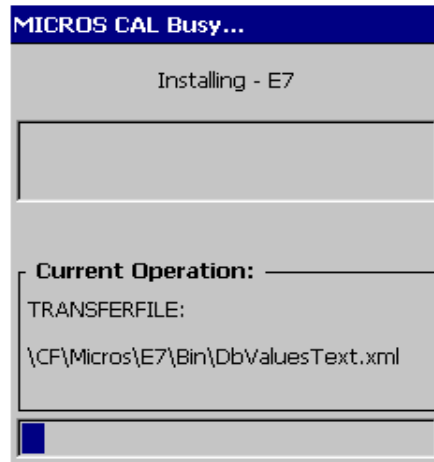
Available Workstation List:

UWS Name	IP Addr	InUse?	Def Product
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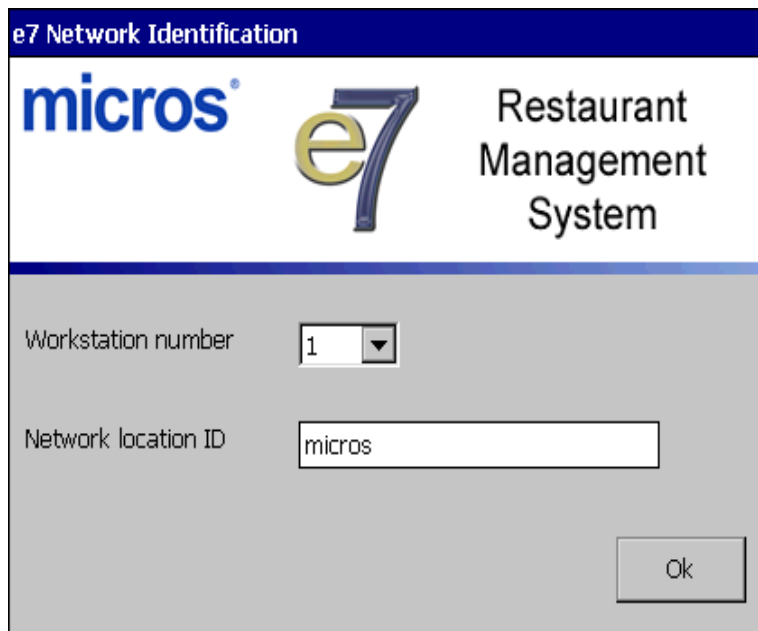
Save Cancel



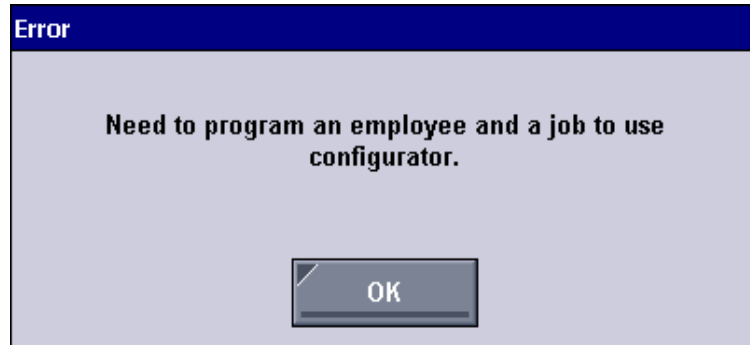
4. The workstation will reboot after the files have been installed.



5. Enter the **Network location ID**. The Network location ID is used when communicating with the workstations and PC. **IMPORTANT:** The Network location ID must be the same for every workstation and PC on the network. Note that this entry is case sensitive. Click [OK].



- The following error will display, 'Need to program an employee and a job to use configurator.' Click [OK].



- The Configurator opens to the shell database.
- The following message displays and a new encryption key must be generated. The key will only need to be generated on one node (any node) and the key will be changed everywhere. Click [OK].

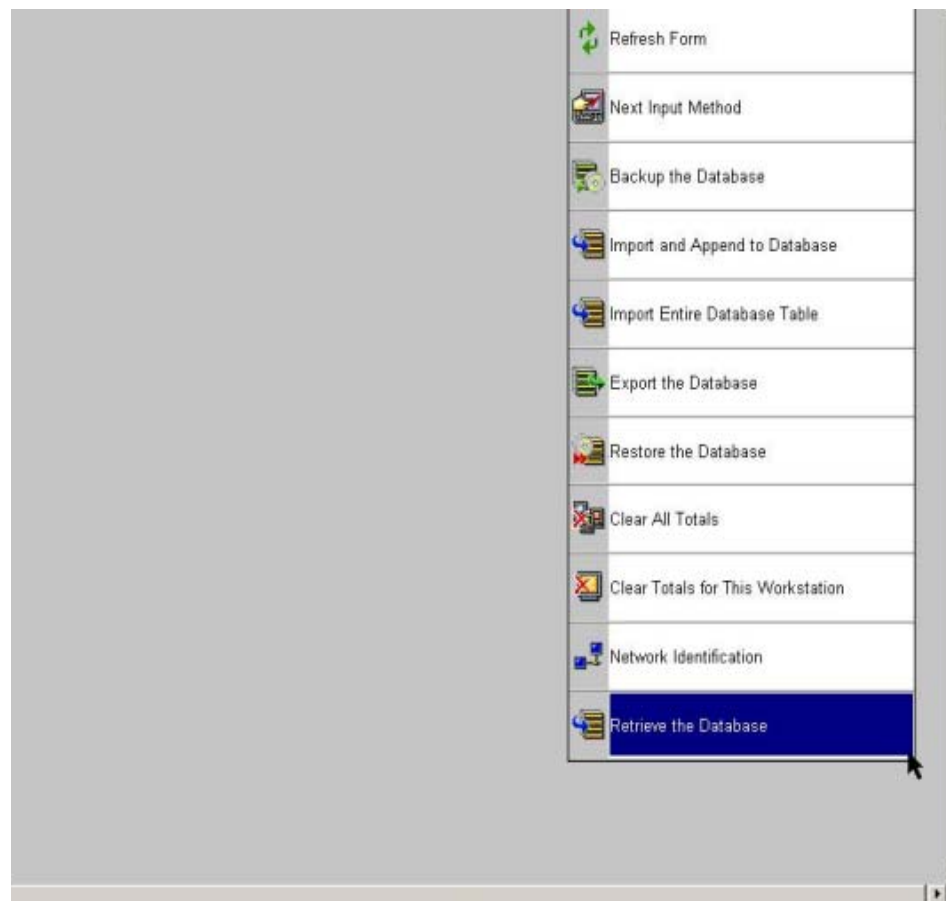


- The following prompt displays, seen on the next page, instructing the user to navigate to the *MICROS e7 Configurator | Restaurant | Credit Cards* tab to change the key. Click [OK]. Do not change the encryption key now. **IMPORTANT:** *The installation process must finish and all workstations must be online before generating the key.*

These instructions will prompt you to generate the key in a later step on page [28](#).

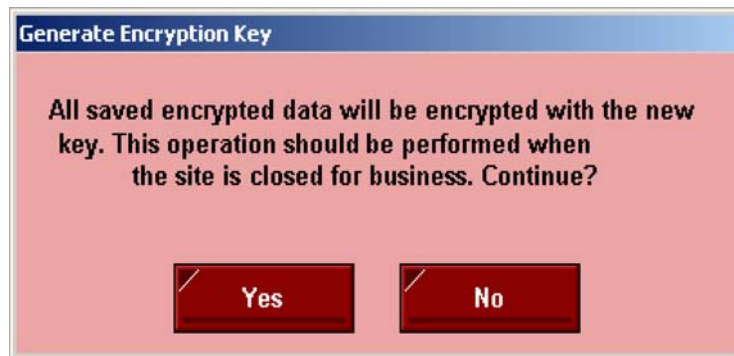


10. Select 'Retrieve the Database.'



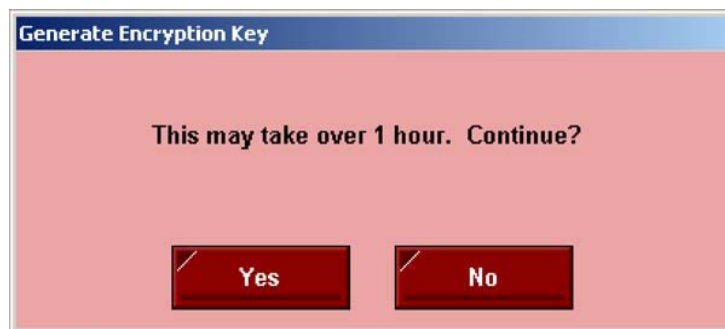
11. Select [**Refresh**].

12. Exit the Configurator.
13. Exit MICROS e7 and reboot the workstation.
14. Log into the MICROS e7 Configurator. Navigate to the *MICROS e7 Configurator | Restaurant | Credit Cards* tab.
15. Change the encryption key by clicking the **[Generate New Key]** button. This button will generate a new pass phrase.
16. This operation will fail if there are open checks on the system, or if there are offline workstations. Do not continue until both of these issues are resolved. If the system satisfies these requirements, the following verification prompt will appear:



Select **[Yes]** to continue, or select **[No]** to stop.

17. The following verification prompt will appear:



Select **[Yes]** to continue, or select **[No]** to stop.

18. The following final verification prompt will appear:



Select [**Yes**] to continue, or select [**No**] to stop. The prompting is intended to ensure that the key is not changed accidentally.

19. If the key is generated from the PC, then an hourglass will display until the process is complete. If the key is generated from a workstation, then an hourglass will display along with the following dialog box:



20. Once this process is complete, the dialog box will disappear and the hourglass will return to the normal mouse cursor.

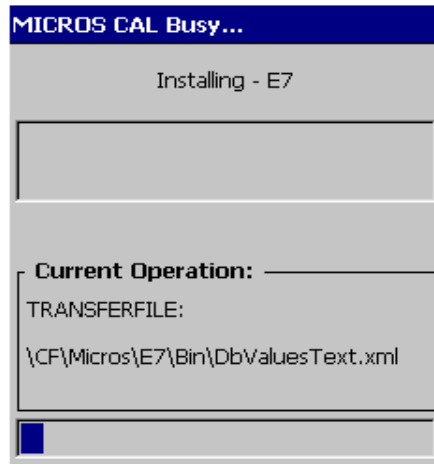
21. Click [**Save**].

### **Performing a MICROS e7 Upgrade**

Follow the directions below to install the MICROS e7 application on a workstation via CAL.

1. After performing the upgrade on the PC, CAL will automatically update the workstations.

2. The workstation will reboot after the files have been installed.



3. If upgrading from MICROS e7 v. 2.7 Patch 1 or higher, the MICROS e7 installation process is complete and Steps 6–13 are not needed. If upgrading from MICROS e7 v. 2.7 or below, proceed to Step 4.
4. The following message displays and a new encryption key must be generated. The key will only need to be generated on one node (any node) and the key will be changed everywhere. Click [OK].



5. The following prompt displays, seen on the next page, instructing the user to navigate to the *MICROS e7 Configurator / Restaurant / Credit Cards* tab to change the key. Click [OK]. Do not change the

encryption key now. **IMPORTANT:** *The installation process must finish and all workstations must be online before generating the key.*

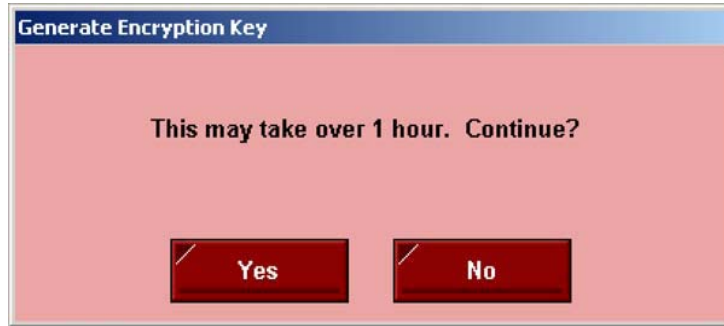


6. Navigate to the *MICROS e7 Configurator | Restaurant | Credit Cards* tab.
7. Change the encryption key by clicking the [**Generate New Key**] button. This button will generate a new Passovers.
8. This operation will fail if there are open checks on the system, or if there are offline workstations. Do not continue until both of these issues are resolved. If the system satisfies these requirements, the following verification prompt will appear:



Select [**Yes**] to continue, or select [**No**] to stop.

9. The following verification prompt will appear:



Select **[Yes]** to continue, or select **[No]** to stop.

10. The following final verification prompt will appear:



Select **[Yes]** to continue, or select **[No]** to stop. The prompting is intended to ensure that the key is not changed accidentally.

11. If the key is generated from the PC, then an hourglass will display until the process is complete. If the key is generated from a workstation, then an hourglass will display along with the following dialog box:



12. Once this process is complete, the dialog box will disappear and the hourglass will return to the normal mouse cursor.



13. Click [**Save**].

### **Installing Windows Vista Business Edition and Windows 7 Professional - 32 bit**

#### **Configuring CAL**

Optionally, the PC may be configured to be a CAL server for the MICROS e7 site, so that it can be used to update the workstations with the MICROS e7 workstation software.

If the site is using CAL, then all workstations should be turned off or removed from the network until installation of MICROS e7 Version 3.0 and any applicable patches are complete on the PC. Once the workstations are turned back on, they will be upgraded automatically.

#### **Extracting the MICROS e7 PC Setup Files**

Use these instructions to extract the PC Setup zip (.exe) file and install the extracted files to a PC.

1. Copy the **e7\_pc\_build\_3.0\_MR2.exe** file from the MICROS Web Site to a temporary directory on the PC.
2. Double-click on **e7\_pc\_build\_3.0\_MR2.exe** to extract the MICROS e7 files.
3. Enter a directory location where the MICROS e7 files will be extracted. (i.e. *C:\e7CD*)
4. Click on **Unzip**.
5. Click on **Close**.

---

#### **Note**



*The MICROS e7 installation can be started from the directory where you extracted files in these previous steps (i.e. *C:\e7CD*) using the instructions below.*

*or*

*These extracted MICROS e7 files can be burned onto a CD. Then, *e7PcSetup.exe* can be executed to start the product installation.*

---

### Installing the MICROS e7 PC Setup Files to a PC

---

**Important!** *Workstation(s) should now be turned off and not turned back on until AFTER patch installation is complete.*

---

1. Open Windows Explorer on the PC.
  2. Locate the MICROS e7 software directory (i.e., *C:\e7CD*) that you extracted in the previous steps.
  3. Run **e7PCSetup.exe**.
- 

**Note** *When installing MICROS e7 on a Windows 7 System, right click on **e7PCSetup.exe** and select **Run as Administrator**.*



- 
4. If User Access Control (UAC) is enabled, the user will be prompted to allow the MICROS e7 installation. Click **Allow**.
  5. Click [**Next**] from the MICROS e7 Setup Welcome screen.
  6. Review the End User License Agreement, click **I Accept the Agreement**, and click [**Next**].
  7. Enter the location where MICROS e7 will be installed. At the Select Destination Location prompt enter the following location:  
  
*C:\Users\{Administrator\_Account\_Name}\Micros\e7*  
  
*For Windows 7 Professional:*  
*C:\Users\Public\Micros\e7*
  8. Click [**Next**].
  9. Select the additional tasks to be performed by the MICROS e7 installation and click [**Next**].

The following actions will automatically be performed:

- ◆ **Create shortcut on the desktop**—Creates a desktop shortcut for the **e7.exe** file in the \bin folder. The name of the desktop shortcut is MICROS e7 and the default folder is the \bin folder.
- ◆ **Create shortcut in the Start Menu**—Creates a selection for MICROS e7 in Start Menu | Programs on the PC.
- ◆ **Create shortcut in the Startup folder**—Creates a shortcut in the PC's startup folder for the e7.exe program.
- ◆ **Install MICROS CAL Service**—Installs the MICROS CAL Service on the PC. If the CAL server is already installed, this choice is greyed out.

10. Click [**Finish**] to begin installing MICROS e7.
11. When finished, a prompt will display indicating that installation is complete. Click [**Ok**].
12. Start MICROS e7.
13. If this is a new MICROS e7 installation, enter the **Network location ID** and *Restore the Database* via the MICROS e7 Configurator. The Network location ID is used when communicating with the workstations and PC. **IMPORTANT:** The Network location ID must be the same for every workstation and PC on the network. Note that this entry is case sensitive.  
  
If this is a MICROS e7 software upgrade, CAL will update the workstations and MICROS e7 will start automatically.
14. If this is a new MICROS e7 installation or if upgrading from MICROS e7 v. 2.7 or below, you will need to generate an encryption key after the installation is complete. For more information, please see the steps outlined on page [31](#).

## MICROS e7 Version 3.0 Maintenance Release 2

---

### What's New

A new feature is defined as one that provides capabilities that were not available in previous versions of the application.

### New Features Summarized

The table below summarizes the new features included in this version.

Module	Feature	SCR	Page
POS Operations	Subtotal Alternate Line Added to Guest Check Summary	3140	36
Reports/ Autoseq	System Enhanced Tax Report Introduced	3122	37

---

### POS Operations

#### *Subtotal Alternate Line Added to Guest Check Summary*

SCR# N/A

CR ID# 3140

With this release, the ability to print an alternate subtotal line and separator lines on a guest check has been added.

The alternate subtotal name is defined in Restaurant | Posting | Alternate Subtotal name. The alternate subtotal name and the subtotal plus service charges and auto service charges will print on the guest check.

The separator line will print the line of text defined in the OpsText.xml as PRINT\_SEPARATOR.

---

## Reports and Autosequences

### *System Enhanced Tax Report Introduced*

SCR# 3139  
CR ID# N/A

The following report has been added under System Reports:

-----	
7031 Columbia Gateway Dr Columbia, MD 21046 System Enhanced Tax Report	
Scope:	System
Business Date:	Mon 05/10/2010
Taken From:	COUNTER 1
Generated:	Tue 05/11/2010 08:49AM
-----	
1 Food Tax	
Tax Collected	9.91
Taxable Sales	164.97
Tax Exempt	0.00
-----	
Gross Sales	174.88
2 Bev Tax	
Tax Collected	5.36
Taxable Sales	76.50
Tax Exempt	0.00
-----	
Gross Sales	81.86
Total	
Tax Collected	15.27
Non Taxable	0.00
Net Sales	164.97
-----	
Gross sales	180.24
-----	

Gross Sales

The diagram shows the text 'Gross Sales' on the left. Three red arrows originate from this text and point to the 'Gross Sales' lines in the report table: the first arrow points to the 'Gross Sales' line under '1 Food Tax' (174.88), the second arrow points to the 'Gross Sales' line under '2 Bev Tax' (81.86), and the third arrow points to the 'Gross sales' line at the bottom of the report (180.24).

The System Enhanced Tax Report has a 'Gross Sales' line for each tax rate and the total.

## What's Revised

A revision is defined as a correction made to any existing form, feature, or function currently resident in the MICROS e7 product. To qualify as a revision, the change must satisfy the following criteria:

The basic form, feature, or functionality must be part of the previous version of the software.

The change must replace the current item or remove it from the application.

## Revisions Summarized

The table below summarizes the revisions included in this version.

Module	Feature	CR ID/ SCR	Page
Configurator	Can Not Configure Auto Service Charge in Guest Check Summary	28573/ 3110	38
POS Operations	Error Corrects Double When Using Change Screen Send Function	28936/ 3118	39
	Receive Error if Table Object Not Linked to a Table	29045/ 3135	39

---

## Configurator

### *Can Not Configure Auto Service Charge in Guest Check Summary*

SCR# 3110

CR ID# 28573

Previously, the user could not configure where Auto Service Charges would print on the guest check. In the Configurator | Restaurant | Guest Check Summary tab, Service Charges were available, Auto Service Charges were not available. This has been corrected.

---

## **POS Operations**

### ***Error Corrects Double When Using Change Screen Send Function***

SCR# 3138  
CR ID# 28936

Previously, when using 'Change Screen Send', if an error correct is made prior to sending, the count and amount of the error correct will be doubled. This has been corrected.

### ***Receive Error if Table Object Not Linked to a Table***

SCR# 3135  
CR ID# 29045

Previously, if a table object is selected on the table layout screen and that button is not linked to a table, POS Operations will error and e7 will close. This has been corrected.

## MICROS e7 Version 3.0 Maintenance Release 1

---

### What's New

A new feature is defined as one that provides capabilities that were not available in previous versions of the application.

### New Features Summarized

The table below summarizes the new features included in this version.

Module	Feature	SCR	Page
POS Operations	Weight in Ounces is Now Supported	3122	40

---

### POS Operations

#### *Weight in Ounces is Now Supported*

SCR# 3122  
CR ID# N/A

With this Maintenance Release, weight in ounces is now supported. A 'Weight' group box has been created in the Restaurant | Descriptors tab. Three radio button options are available: Pounds, Ounces, and Kilograms. Weight in Pounds will be the default unless configured otherwise.

In the Tare Weight field, located in the Menu Item | Prices tab, placement of the decimal point is determined by which weight is configured.

- ◆ If the weight is in pounds, then only two digits are allowed after the decimal point
- ◆ If the weight is in kilograms, then only three digits are allowed after the decimal point
- ◆ If the weight is in ounces, then only one digit is allowed after the decimal point.



## What's Revised

A revision is defined as a correction made to any existing form, feature, or function currently resident in the MICROS e7 product. To qualify as a revision, the change must satisfy the following criteria:

- ◆ The basic form, feature, or functionality must be part of the previous version of the software.
- ◆ The change must replace the current item or remove it from the application.

## Revisions Summarized

The table below summarizes the revisions included in this version.

Module	Feature	CR ID/ SCR	Page
Configurator	Translation for Table Alerts Have Been Added	N/A/ 3125	41
Reports & Autosequences	All Day Time Period Would Show Incorrect Hours When Clocking Out After period End Time	28621/ 3120	42

---

## Configurator

### *Translation for Table Alerts Have Been Added*

SCR# 3125

CR ID# N/A

Previously, the POSConfigText.xml file was not updated to include the strings for Table Alerts to allow translation. This has been corrected.

---

## Autosequences & Reports

### *All Day Time Period Would Show Incorrect Hours When Clocking Out After period End Time*

SCR# 3120

CR ID# 28621

Previously, when a user would clock out after the all day time period had ended, the Time Period Detail and Time Period Labor Reports would state that the user had been clocked in for almost 24 hours. This was caused by the time period being configured to span the business date start time. By design, this should not happen. For example, if the business date start time is set to 2 am then a time period should not span over that 2 am mark.

With this release, the calculation for the time periods has been corrected to calculate for 60 minutes instead of 59 minutes when the time period was correctly configured as 1:00AM – 1:59AM.

Also with this release, if a time period is spanned across the 'business date start time', that time period will appear as an 'Invalid Time Period' on the report.

- ◆ A valid time period for example would be from 1:00 am - 1:59 am.
- ◆ An invalid time period would be from 1:00 am - 2:00 am.
- ◆ Time periods cannot over lap.

---

#### **Note**

*BY DESIGN - Do not attempt to balance Time Period Labor Reports to other Labor Reports.*



## MICROS e7 Version 3.0

### What's New

A new feature is defined as one that provides capabilities that were not available in previous versions of the application.

### New Features Summarized

The table below summarizes the new features included in this version.

Module	Feature	SCR	Page
Licensing	MICROS e7 3.0 Maintenance Release 1 Removed New License Key Requirement	3089	44
MICROS e7 Operations	Support for Windows 7 Professional	3017	44
	Limit Error Corrects by Job Introduced	3010	45
	Table Layout Screen Introduced	3038	45
	Inactive Employees Blocked from Signing In	3037	48
Setup	New Graphics for the Table Layout Feature Introduced and Installed	3105	49
Reports/ Autoseq	Autosequence for Backing Up the Journal Introduced	3036	52
	Enhanced Time Card Detail Report Introduced		53
Manager Procedures	Ability to Filter Employee List Introduced	3029	55
Inventory	Inventory Control Module Introduced		55

**New Features  
Detailed**

---

**Licensing**

***MICROS e7 3.0 Maintenance Release 1 Removed New  
License Key Requirement***

*SCR# 3132*

With the release of MICROS e7 Version 3.0 Maintenance Release 1, the requirement for the new 3.0 license key has been removed. This release of 3.0 Maintenance Release 1 supports the original e7 license key, the e7 3.0 license key, and the Sentinel Rainbow key.

---

**Note**



*The General Release of MICROS e7 3.0 temporarily required the new 3.0 license key. Although the new license key is NOT required with this Maintenance Release, the key is still supported.*

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**MICROS e7 Operations**

***Support for Windows 7 Professional***

*SCR# 3017*

With this release, MICROS e7 3.0 is fully functional with Windows 7 Professional.

### ***Limit Error Corrects by Job Introduced***

*SCR# 3010*

With this release, the ability to limit the number of Error Corrects an employee can make has been introduced. This feature allows an employee to Void only the last transaction item posted (Menu Item, Discount, Service Charge, or Tender/Media). If an employee attempts to perform a 'Last Item Void' on more than one menu item, the employee will be prompted for Manager Authorization.

Previously employees could last item void by default. No privilege setting was in place for this. Now there are three choices which are configured on the Transactions tab of the Jobs form:

- ◆ Not allowed
- ◆ Last item
- ◆ Any item -- this is the default

### ***Table Layout Screen Introduced***

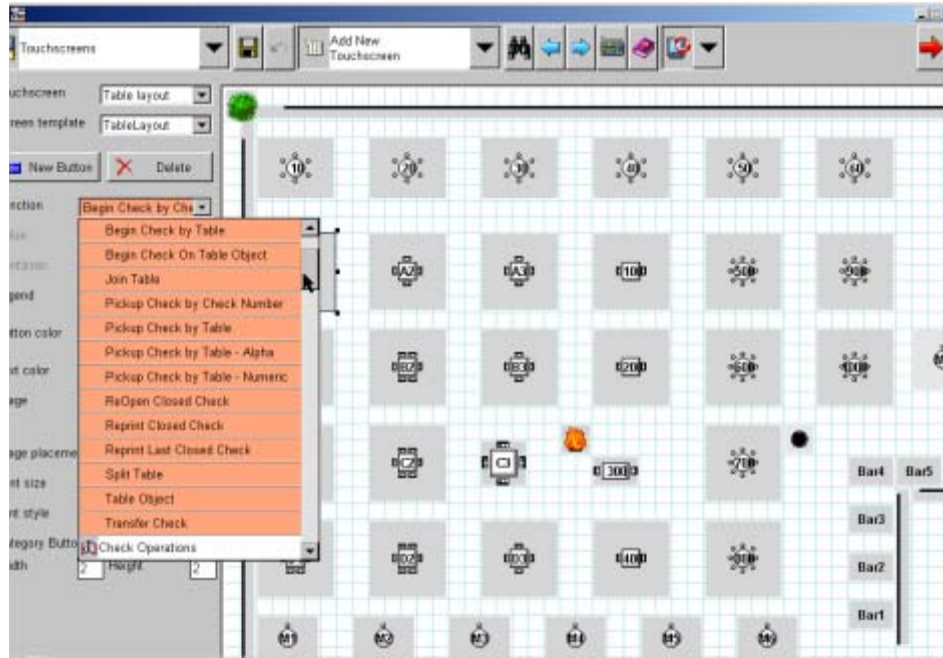
*SCR# 3038*

*CR ID#*

With this release, a new 'Table Layout' screen template has been introduced. This template is used to add a 'Table Layout' touchscreen. The following check access commands have been added:

- ◆ **Table Objects**
- ◆ **Join Table**
- ◆ **Split Table**

- ◆ **Begin Check On Table Object** - Allows a check to be started on a table that already has one or more checks on it. The option 'Only one group per table' must be disabled to allow more than one check per table.

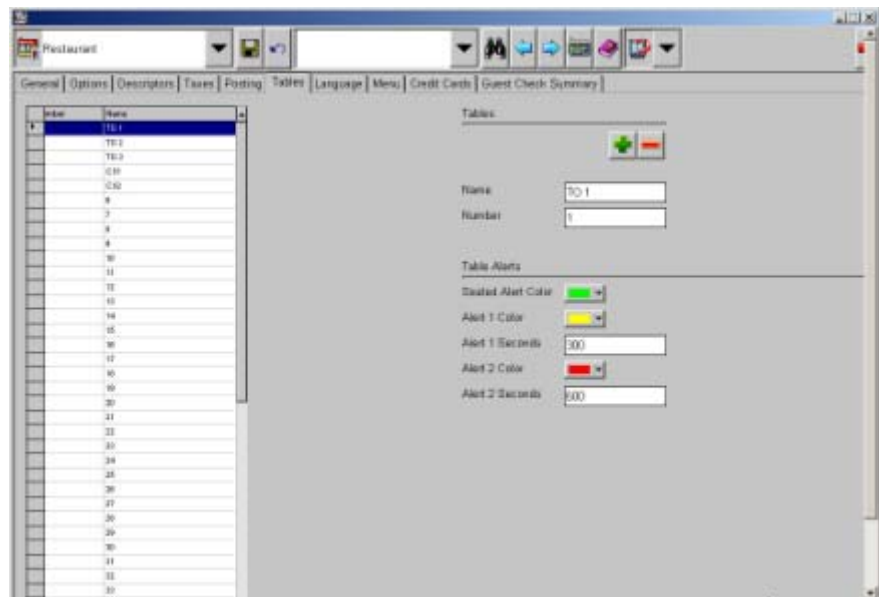


Located under Non-Sales:

- ◆ **Table Status** - Selecting this button and then touching a table with an open check on it will display a dialog box detailing key information about the check. The following information will be displayed:
  - Table Number
  - Check Number
  - Check Name
  - Guest Count
  - Server
  - Start Time

- Last Serviced Time
  - Check Time (age of the check)
  - Amount Due
- ◆ **Bitmap Object** - Use this button to add bitmap images onto buttons such as bushes, flames, and walls. These buttons are not actual buttons, but can act as a frame for the restaurant layout or add a decorative accent to the touchscreen.

### Table Alerts



In the Restaurants form under the Tables tab, the 'Table Alerts' can be configured. Here the user can set the alert colors, as well as the time (in seconds) when the alert should change.

### Table Objects

Allows a button to be configured that will link to a specific table number programmed in the *Restaurant / Tables* form. Selecting this table object button will start a check on the defined table.

*Join Table*

Allows two or more tables to be linked together. The parent check will display a 'P' next to the table. All child tables associated with the parent table will display a 'C' next to the table. This is used in situations where a large number of guests cannot be seated at one table.

Example: A party of 8 comes in but there are only two four top tables available for seating. The tables will be joined together to accommodate the party.

*Split Table*

Used to return joined tables back to their respective separate states.

*Begin Check On Table Object*

Used to add a check to a table that already has an open check on it. The option 'Only one group per table' must be disabled, located on the *Restaurant form / Posting* tab.

***Inactive Employees Blocked from Signing In***

*SCR# 3037*

*CR ID#*

With this release, the ability to designate employees as inactive has been introduced. If an inactive employee attempts to sign in or clock in, an error message will be displayed preventing them from going forward.


















## Setup









### *New Graphics for the Table Layout Feature Introduced and Installed*



SCR# 3105  
CR ID# N/A

With this release, new graphics for the Table Layout feature have been introduced. The following table lists the images that are now installed during setup in the Images Directory.

Graphic	Name
	HWall.bmp
	TblRnd1white.bmp
	TblRnd2white.bmp
	TblRnd4white.bmp
	TblRnd6white.bmp
	TblRnd8white.bmp

Graphic	Name
	TblSqr1white.bmp
	TblSqr2white.bmp
	TblSqr4white.bmp
	TblSqr6white.bmp
	TblSqr8white.bmp
	VWall.bmp
	Bush201.bmp
	Bush203.bmp
	Bush204.bmp

Graphic	Name
	Door174.bmp
	Door175.bmp
	Door176.bmp
	Door177.bmp
	Door183.bmp
	Door184.bmp
	Door185.bmp
	Door186.bmp

Graphic	Name
	Flames209.bmp
	TblRndBlack.bmp

---

## Reports and Autosequences

### *Autosequence for Backing Up the Journal Introduced*

SCR# 3036

CR ID# N/A

With this release, a new autosequence action has been added for backing up journal files. The new action is 'Backup the journal'. The action causes the journal file, as defined in the workstation's device definition, to be copied to a backup USB drive that goes onto each workstation. When copied, the name of the backup file will include the workstation name and the current business date.

---

#### **Note**



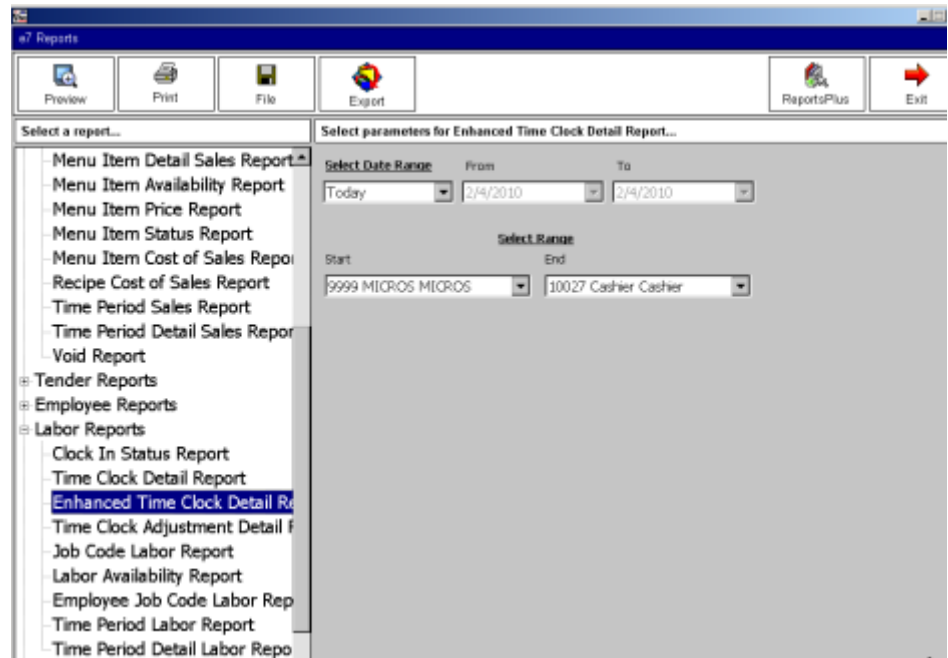
*This autosequence must be added to End of Day prior to the Update Business Date step.*

*Once the USB drive is full, the journals will fail to copy over until space is made. Old journals will NOT be overwritten.*

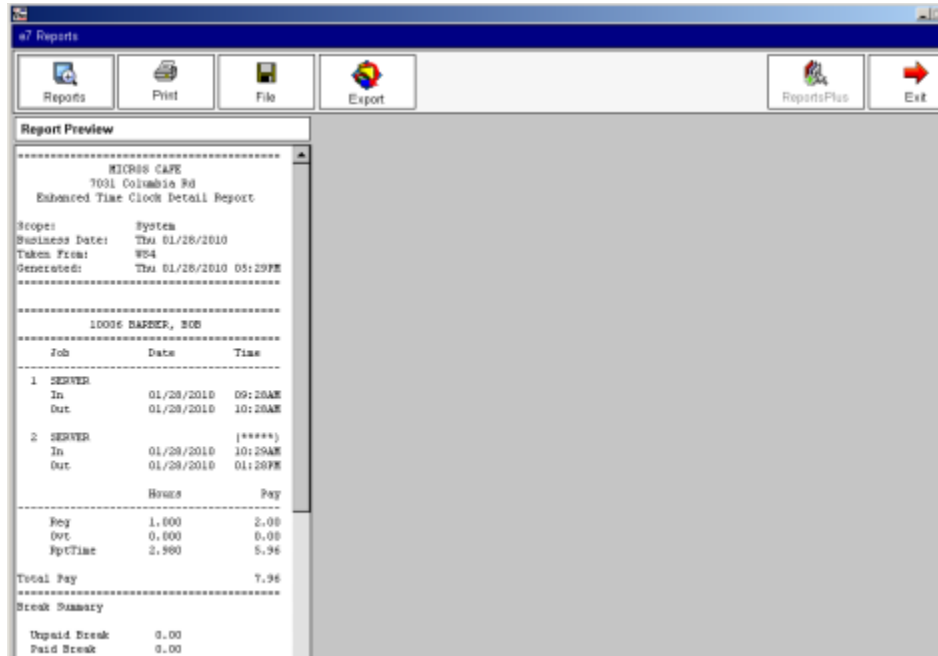
---

## *Enhanced Time Card Detail Report Introduced*

The following report has been added under Labor Reports:



◆ Enhanced Time Clock Detail Report



The Enhanced Time Clock Detail Report is a version of the Time Clock Detail Report with the following enhancements added:

- ◆ Reporting Time in order to comply with California Labor laws
- ◆ Paid and Unpaid break hours are displayed on the report

**Note** *California Labor laws in regards to Reporting time pay:*



*Reporting time pay is a type of “premium” pay that, like overtime or missed meal period compensation, is intended to discourage work scheduling practices that are deemed to create a special burden on employees.*

*Reporting time pay, also called “Show-Up Pay”, is intended to discourage employers with variable work demands from deliberately over-staffing their operations and then sending home any “excess” workers without pay.*

---

## Manager Procedures

### *Ability to Filter Employee List Introduced*

SCR# 3029

With this release, the ability to filter employees has been introduced. In the Configurator, a user can now indicate when an employee becomes inactive. When Manager Procedures is open, the Filter option will appear when selecting the Employees button. The Filter options will be: All Employees, Active Employees, and Inactive Employees.

---

**Note**

*This option is grayed out if the employee is currently clocked in.*



---

## Inventory

### *Inventory Control Module Introduced*

MICROS e7 Version 3.0 now offers a fully integrated inventory package that allows customers the ability to track their high dollar inventory items.

Integrating inventory in e7 offers many benefits with real-time depletion, which gives restaurant managers quick access to stock on hand reporting and knowing they have enough product to serve customers. e7's inventory allows tracking of up to 1000 inventory items with or without a back office PC. Each menu item can support up to five (5) ingredients in their recipe, allowing for control to be placed on the highest cost inventory items.

The inventory package consists of the following features:

- ◆ Receiving – has the ability to receive from vendors, return to vendors and transfer to or from other restaurants.
- ◆ Waste – has the ability to deplete based on inventory items, recipes and menu items.
- ◆ Counting – allows the user to count the inventory items based on purchased units and individual units as they are sold.
- ◆ Reporting – currently has ten reports that show various information. They are vendors, transfers, returns, waste, stock on hand, count variance, and cost of sales reports.
- ◆ Recipe Management
  - Link recipes to menu items by containers
  - Link a recipe to more than one menu item
  - One recipe per menu item container
- ◆ Count List – has the ability to create different count lists, can have a daily count list for very high cost items and a weekly list for all items being tracked.

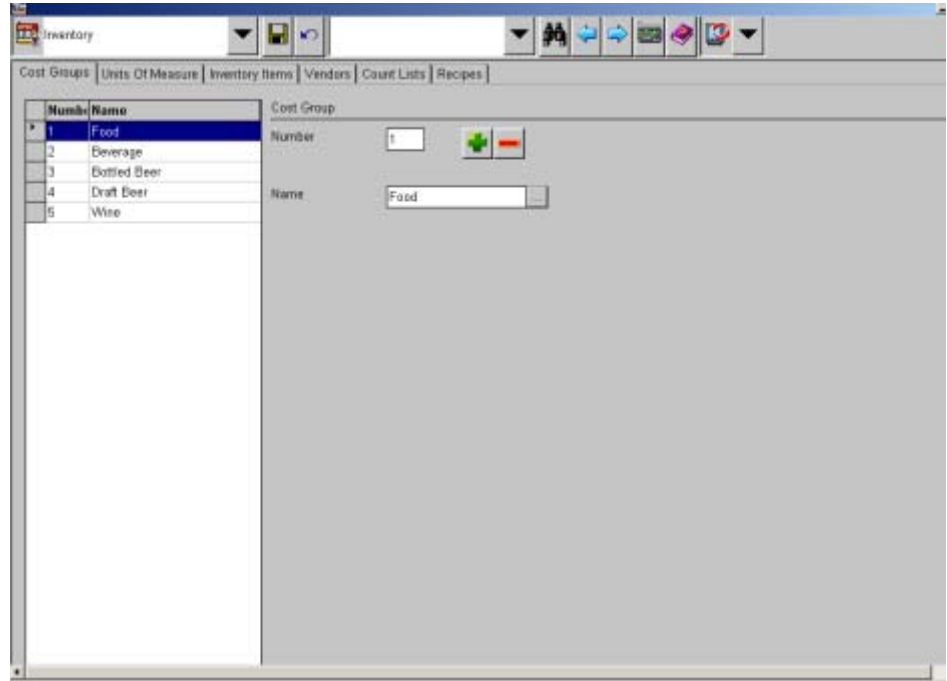
### **Configuration**

A manager, or designated user, can now configure the system to track inventory items within the store. To configure the Inventory module, open the Configurator, and open the Inventory module. There are six tabs within the Inventory module that need to be configured.



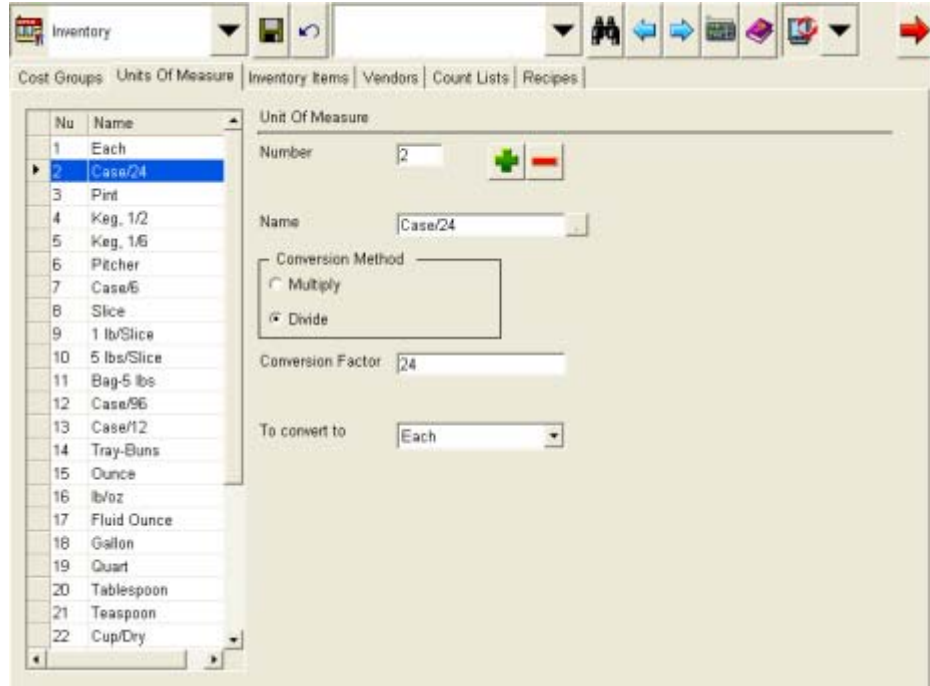
Cost Groups

Cost Groups is the first tab within the Inventory module. The cost groups are broad categories of items such as 'food' or 'beverage' that will later be associated with inventory items.



Units of Measure

Units of measure may include items such as ‘dozen’, ‘liter’, ‘milliliter’, ‘gram’, and ‘each’. When defining a unit of measure, the manager describes how the unit may be converted to another unit of measure. For example, allowing a ‘Case/24’ to be divided by 24 to convert to a ‘Each’.



Any unit used for an inventory item must have a conversion to the items major unit.

Example: Soda

Major Unit	each
Purchase Unit	Case 24
Count 1	6-pack
Count 2	Case 24

The unit 'each' must be multiplied by a conversion factor of 1 to convert to 'each'. 'Case 24' must be divided by a conversion factor of 24 to convert to 'each'. '6-pack' must be divided by a conversion factor of 6 to convert to 'each'.

#### Inventory Items

The manager then opens the Inventory Items form of the Configurator and begins to add items. Each item will need to have the following configured:

- ◆ Name
- ◆ Major Unit - this is used as the reporting group
- ◆ Purchase Unit
- ◆ Count Group 1
- ◆ Count Group 2
- ◆ The cost group of the item

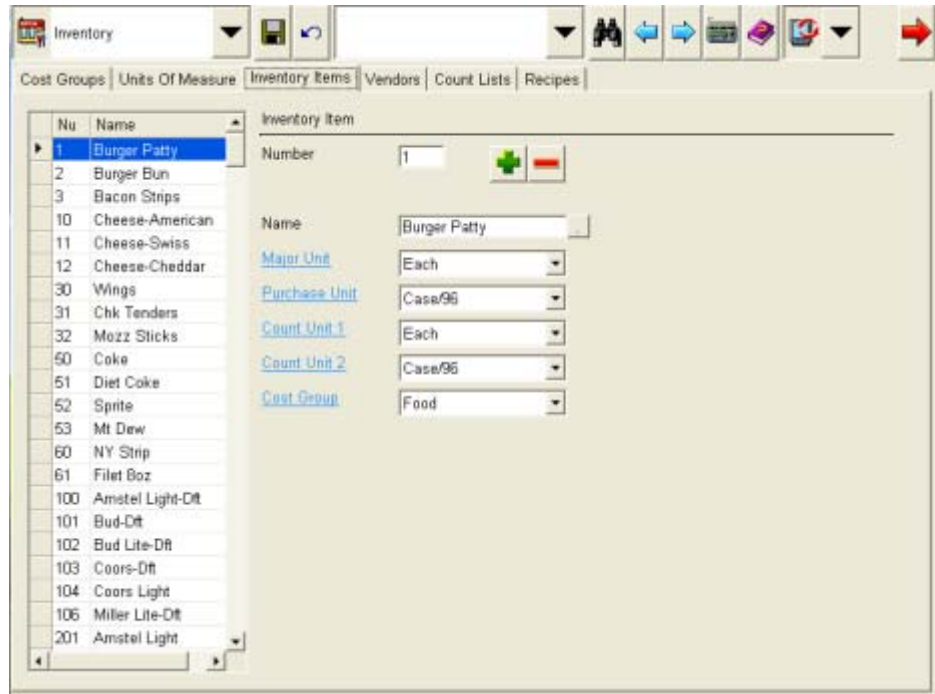
---

#### **Note**

*MICROS e7 Version 3.0 Inventory module supports up to 1000 'high cost' inventory items.*



In the example below, a 'Burger Patty' item will be added to the inventory. This inventory item is typically counted as each, so its Major Unit will be 'Each'. However, when the burger patty is received from the vendor it comes in a case of 96. Therefore, the purchase unit is configured as 'Case/96'. Count Unit 1 would be set up as 'Each', and Count Unit 2 is set up as 'Case/96'. The cost group for this item is then set up as 'Food'.



No	Name	Inventory Item
1	Burger Patty	Number: 1
2	Burger Bun	Name: Burger Patty
3	Bacon Strips	Major Unit: Each
10	Cheese-American	Purchase Unit: Case/96
11	Cheese-Swiss	Count Unit 1: Each
12	Cheese-Cheddar	Count Unit 2: Case/96
30	Wings	Cost Group: Food
31	Chk Tenders	
32	Mozz Sticks	
50	Coke	
51	Diet Coke	
52	Sprite	
53	Mt Dew	
60	NY Strip	
61	Filet Boz	
100	Amstel Light-Dlt	
101	Bud-Dlt	
102	Bud Lite-Dlt	
103	Coors-Dlt	
104	Coors Light	
106	Miller Lite-Dlt	
201	Amstel Light	

**Note** *The Purchase Unit should also be a count unit since only the Major Unit, Count Unit 1, and Count Unit 2 are available when entering counts.*

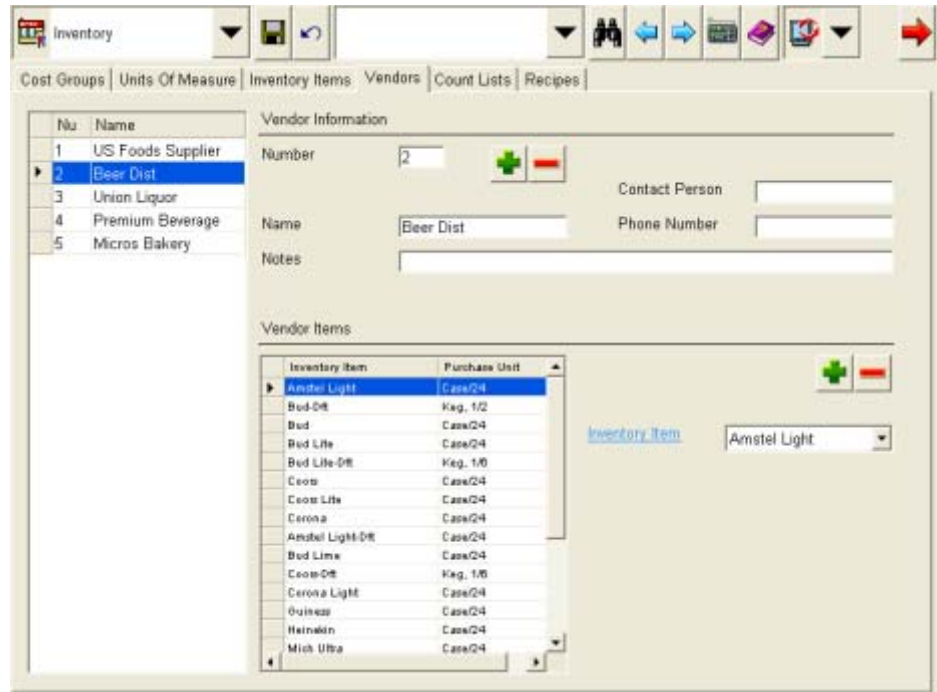


### Vendors

Next, the manager opens the Vendors form in the Configurator to add the vendors who supply the store with items. For each vendor, a phone number and contact person can be added. Additionally, an open 'Notes' field will be present to store information of the manager's choice. For each vendor, a list of inventory items can be added as a default listing used for that vendor in Inventory Receiving. The manager will then

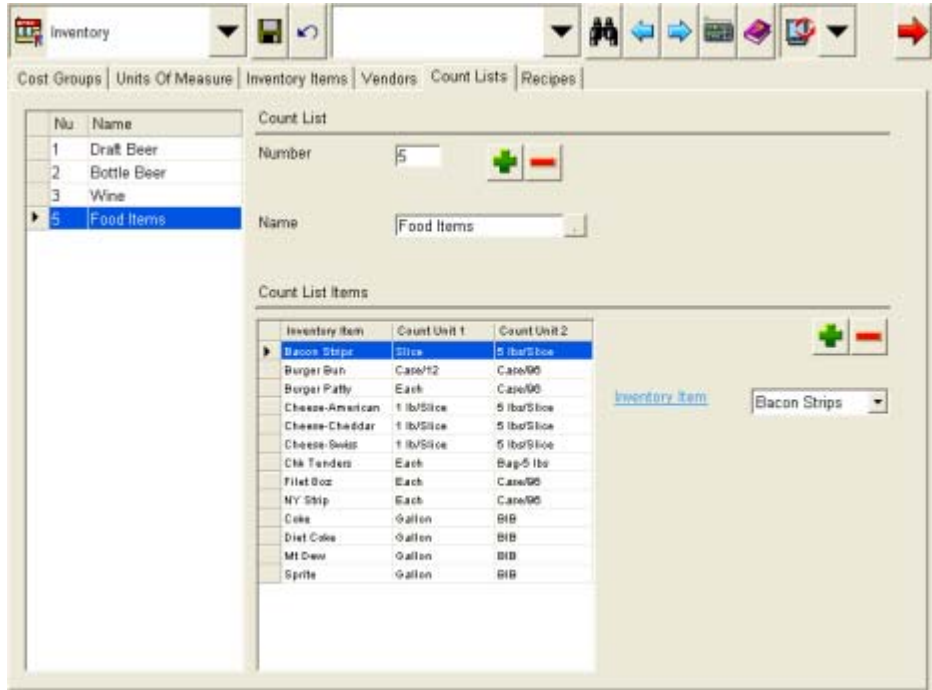
select the vendor.

From this screen, the user can add or remove items from the list depending on what is available from that particular vendor.



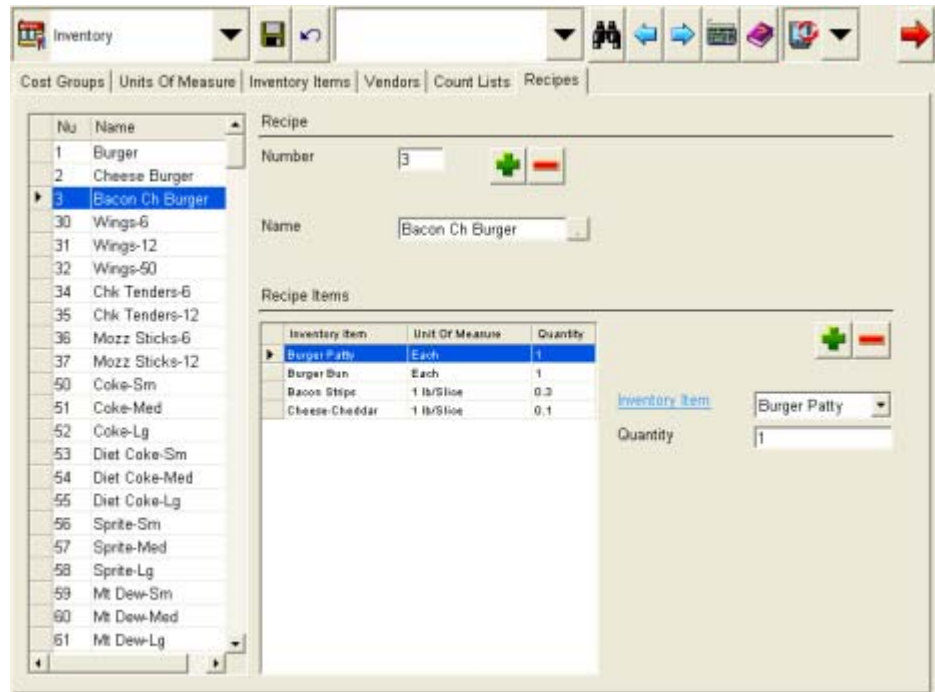
Count Lists

The manager can define one or more lists of inventory items that can make up a count. For example, the 'Food Items' count list will contain all food inventory items, such as 'Bacon Strips'.



### Recipes

The manager will then open the 'Recipe' form. Here the manager defines the inventory items that make up a recipe. For example, the manager will create a 'Bacon Ch Burger' recipe which contains four inventory items, 'Burger Patty', which has 'Each' as a unit of measure and a quantity of 1. 'Burger Bun', which has 'Each' as a unit of measure and a quantity of 1. 'Bacon Strips', which has '1 lb/Slice' as a unit of measure and a quantity of .03. And 'Cheese-Cheddar', which has '1 lb/Slice' as a unit of measure and a quantity of .1. MICROS e7 Version 3.0 supports up to 5 inventory items in each recipe.

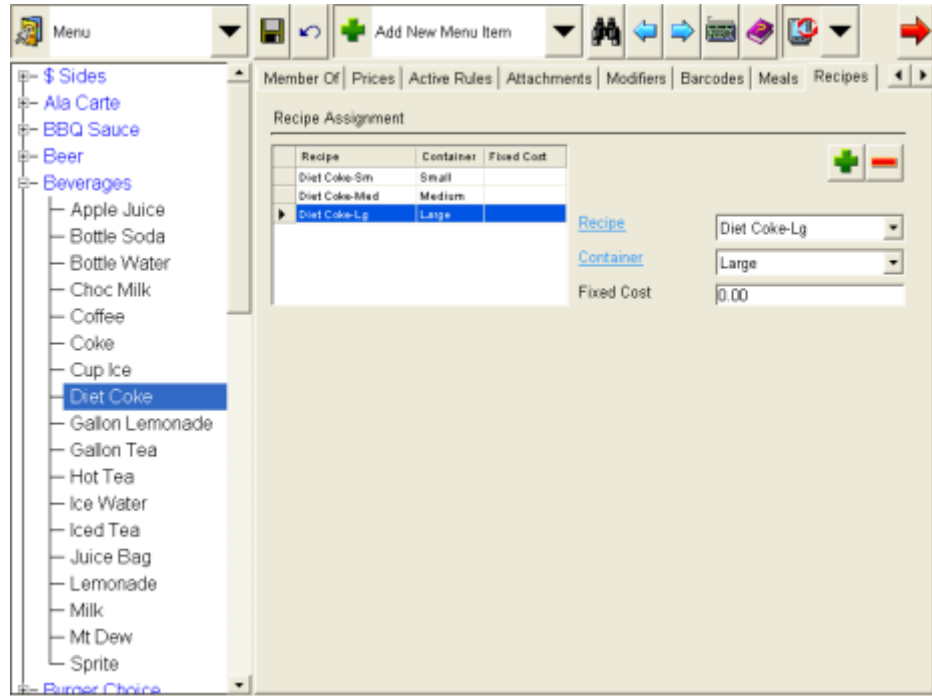


### Assigning a Recipe to a Menu Item

Once all of the recipes are defined, the manager then opens the 'Menu' form to link the recipes to the actual menu items. The manager will be presented with a list of menu items that are in the system.

If multiple containers are available for a menu item, a recipe can be associated with each container. For the appropriate menu items, a recipe can be selected. When adding a recipe item, it will default to the major unit of measure.

For example, the 'Diet Coke' menu item can be linked to the 'Diet Coke-Lg' recipe. Each menu item can be linked to only one recipe, but a single recipe may be associated with one or more menu items. Menu items may also have a 'Fixed Cost', which defines the cost of the item to the store and is used for report calculation.



**Note** Access to the Inventory module is assigned in Jobs / Privileges by the 'Use Inventory' option.



For access in POS Operations, place a button on a touchscreen, typically the Manager Screen, with a Non Sales Function of Inventory.

### Receiving (From a Vendor)

When a vendor delivers items to the store, the manager will enter the items into the system. The manager begins by opening the Inventory module and selecting 'Receiving' from the list of tasks. The manager clicks on the [Add] button and selects a vendor from the drop down list of vendors. The invoice number from the printed invoice can be entered in the Invoice Number box.



For each item on the invoice, the manager enters the item into the system, choosing the 'Inventory item' from the drop down menu, selecting the appropriate units of measure, the quantity of items received, and finally the price paid for the items. After entering all of the items from the invoice, the manager saves the list to the system and exits the Inventory module.

Inventory Item	Unit of Measure	Quantity	Unit Price	Total
Amstel Light	Case/24	0	0.00	0.00
Bud-Dft	Keg, 1/2	0	0.00	0.00
Bud	Case/24	(0.5)	(12.00)	(6.000)
Bud Lite	Case/24	1	12.00	12.00
Bud Lite-Dft	Keg, 1/6	0	0	0
Coors	Case/24	0	0	0
Coors Lite	Case/24	0	0	0
Corona	Case/24	0	0	0
Amstel Light-Dft	Case/24	0	0	0
Bud Lime	Case/24	0	0	0
Coors-Dft	Keg, 1/6	0	0	0
Corona Light	Case/24	0	0	0
Guinness	Case/24	0	0	0
Heinekin	Case/24	0	0	0
Mich Ultra	Case/24	0	0	0

In addition to receiving an inventory item from a vendor, the manager can 'Return' an inventory to a vendor. Once a vendor is selected from the drop down box, the 'Return' option will appear. This is used when sending an inventory item back to the vendor that was damaged, or incorrect when received. For example in the screen shot above, the inventory item 'Bud' has a quantity of (0.5). This is because 'Bud' was a returned item.

As an alternative to choosing a Vendor as the Purchase Source, 'Transfer' can be selected by opening the drop down box. In the case of a transfer, an item is received on a specified business date but does not originate at a vendor and does not have an invoice number, both fields will be grayed-out. For example, if an item is transferred to the store from another store.

In addition to inventory receiving, the manager may 'Transfer Out' inventory items. Unlike receiving, transferring out will result in inventory depletion. Transferring out does not require a vendor and will use the same drop down option described above. Transfers In and Transfers Out will allow a 'Notes' field to add optional information about the action.

When selecting a vendor, the default list of items from that vendor will be shown, which were previously defined in Vendors. The manager will then be able to adjust the quantity and price of items received. New items can be added for those that aren't on the default vendor list.

### **Capturing Waste**

At any time, the manager may enter waste into the system. The manager opens the Inventory module and selects 'Waste' from the list of tasks. For each item wasted, the manager may either enter information about an inventory item, menu item or a recipe.

After entering in all of the waste for a business date (current date or previous dates, future dates are not supported), the manager saves the list to the system and exits the Inventory module. Waste is then depleted from the inventory.

In the example below, 'Bacon Strips' is an inventory item, and shows the unit of measure. 'Bacon Ch Burger' is a recipe and will deplete all of the ingredients within that recipe. The 'Diet Coke' is a menu item, and will deplete the recipe associated with it.

The screenshot shows the 'e7 Inventory' application window. At the top, there are buttons for 'Receiving', 'Waste', 'Count', 'Input Panel', 'Help', and 'Exit'. Below these is a 'Save' button. The main area is divided into a left-hand form and a right-hand table.

**Waste Item Form Fields:**

- Business Date: 01/13/2010
- Waste Type: Menu Item
- Inventory Item: (empty)
- Recipe: (empty)
- Menu Item: Diet Coke
- Container: Large
- Unit of Measure: (empty)
- Quantity: 2

**Table Data:**

Business Date	Waste Item	Unit of Measure	Quantity
1/13/2010	Bacon Strips	1 lb/Slice	0.5
1/13/2010	Bacon Ch Burger		1
1/13/2010	Diet Coke		2

### Inventory Count

A manager will periodically perform a count of items within the store's inventory. The manager begins by opening the Inventory module and choosing 'Count' from the list of tasks. The manager will be able to choose a 'Count List' as a basis for which items will be counted. The count list limits the items that are displayed to the manager. The display will show a table containing a row for each inventory item that must be counted.

For each item, the manager will enter the quantity of that item currently in the inventory. The manager must enter quantity values for each item in the count list. If any quantity is left blank, a warning will be displayed, forcing the manager to enter a quantity before proceeding. The total value for a row is the calculated number of items based on the Major Unit of measure.

Inventory Item	Quantity	Major Unit	Quantity	Count Unit 1	Quantity	Count Unit 2	Total
Bacon Strips	1	1 lb/Slice	6	Slice	1	5 lbs/Slice	6.5
Burger Bun	2	Each	2	Case/12	1	Case/6	122
Burger Patty	0	Each	35	Each	1	Case/6	131
Cheese-American		1 lb/Slice	1.75	1 lb/Slice		5 lbs/Slice	1.75
Cheese-Cheddar		1 lb/Slice	1.5	1 lb/Slice	1	5 lbs/Slice	6.5
Cheese-Swiss		1 lb/Slice	0.3	1 lb/Slice		5 lbs/Slice	0.3
Chk Tenders		Each	9	Each	53	Bag-5 lbs	857
Filet Boz		Each	35	Each	2	Case/6	227
NY Strip		Each	72	Each	1	Case/6	188
Coke		Gallon	1.5	Gallon	1	BB	6.5
Diet Coke		Gallon	1.75	Gallon	1	BB	6.75
Mt Dew		Gallon	1.5	Gallon		BB	1.5
Sprite		Gallon	1.5	Gallon	1	BB	6.5

After entering the quantity for all items, the manager will press the 'Preview' button, causing the table to change. The new table will display each inventory item along with its Unit, Opening Amount, Purchase Amount, Return Amount, Transfer In, Transfer Out, Waste, Theoretical Use, Actual Use (sales), Expected amount, Count (actual amount), and Variance (the difference between the Expected amount and the actual amount).

Inventory Item	Unit	Opening	Purchase	Return	Other In	Other Out	Waste	Theo. Use	Act. Use	Expected	Count	Variance
Bacon Strips	1 lb/Box	1.25	10	0	0	0	0.0	2.7	3.5	7.25	6.5	(1.25)
Burger Bun	Each	27	130	0	0	0	1	0	13	157	132	(15)
Burger Patty	Each	54	96	0	0	0	1	0	13	148	131	(15)
Cheese Fries	1 lb/Box	1.0	0	0	0	0	0	0	0	1.0	1.35	(0.35)
Cheese Fritter	1 lb/Box	2.0	5	0	0	0	0.1	0.9	1.0	6.0	6.5	(0.5)
Cheese Sauce	1 lb/Box	1.32	0	1.0	0	0	0	0	0	0.32	0.3	(0.02)
Chk Tenderloin	Each	800	40	0	0	0	0	54	54	877	887	(10)
Filet Mignon	Each	109	96	0	0	0	0	5	5	208	227	(19)
NY Strip	Each	100	96	0	0	35	0	0	0	196	196	0
Coke	Gallon	1.0	5	0	0	0	0.045	0.045	6.555	6.5	6.555	(0.055)
diet Coke	Gallon	1.75	5	0	0	0	0.0042	0.0042	6.7558	6.75	6.7558	(0.0042)
M Diet	Gallon	1.44	0	0	0	0	0	0	1.44	1.6	1.6	(0.08)
Sprite	Gallon	1.7	5	0	0	0	0.111	0.111	6.859	6.5	6.859	(0.359)

This information allows the manager to compare the quantity of items that were counted in the inventory to the quantity expected by the system based on sales, purchases, and waste. The manager may then go and correct any variances. The manager will then press the 'Reconcile' button to update the quantity of inventory items within the system once they are satisfied with the count.

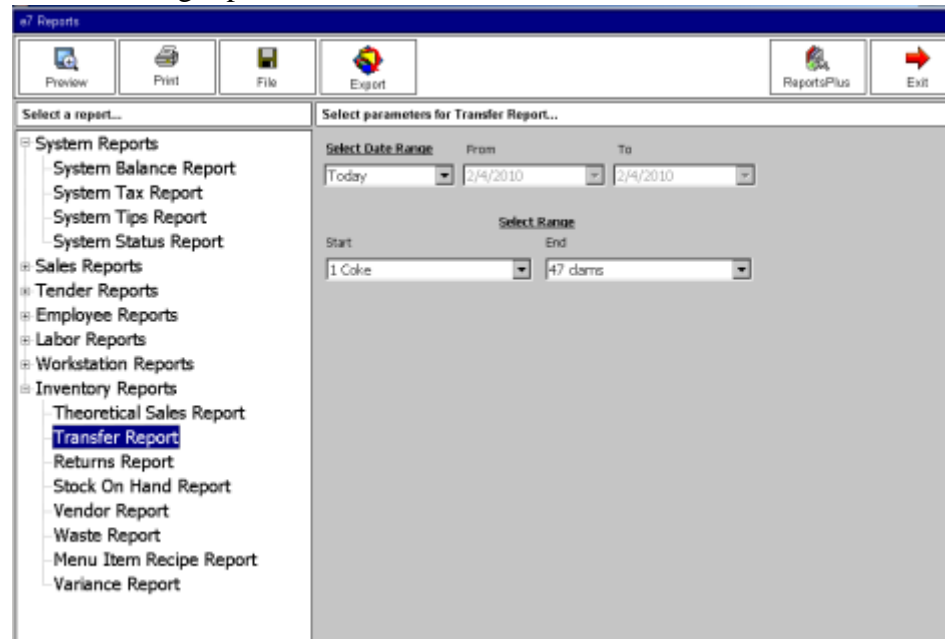
### Depletion

Items are considered removed from inventory based on their sale. Depletion of inventory items or recipes occurs when the check containing menu items is tendered.

## Reporting

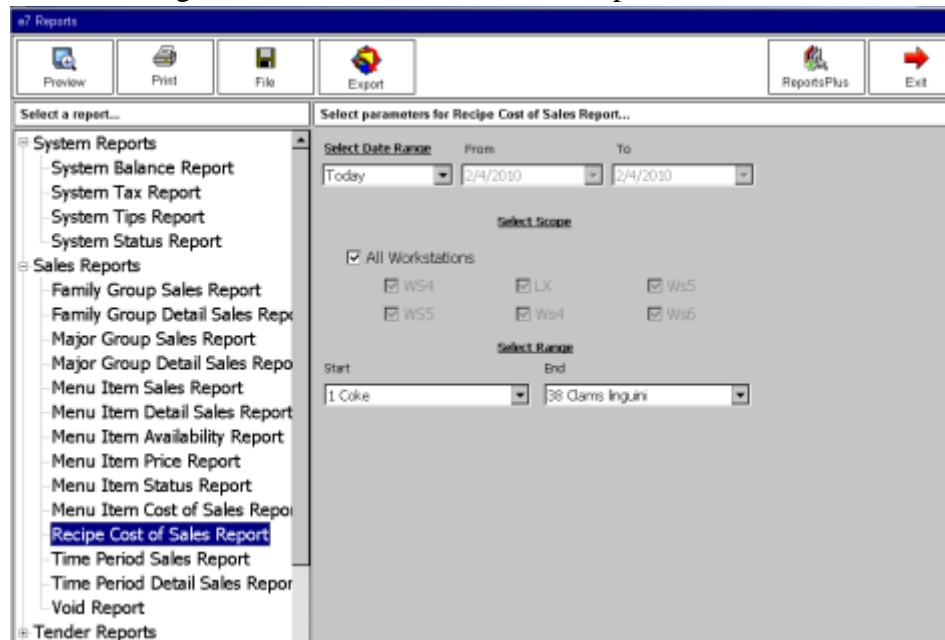
The manager may choose to run and then print a report of inventory items. The generated reports are 40 column in width and appropriate for printing on a workstation printer.

The following reports have been added for this feature:



- ◆ Theoretical Sales Report
- ◆ Transfer Report
- ◆ Returns Report
- ◆ Stock on Hand Report
- ◆ Vendor Report
- ◆ Waste Report
- ◆ Menu Item Recipe Report
- ◆ Variance Report

The following have been added under Sales Reports:



- ◆ Menu Item Cost of Sales Report
- ◆ Recipe Cost of Sales Report

### Go Live

Prior to opening, to bring a site live with inventory, the following steps should be completed once the inventory module has been configured:

1. Receive one of every inventory item at the correct cost.
2. Enter the physical count for every inventory item.





## What's Enhanced

An enhancement is defined as a change made to improve or extend the functionality of the current MICROS e7 software. To qualify as an enhancement, the change must satisfy the following criteria:

- ◆ The basic feature or functionality already exists in the previous release of the software.
- ◆ The change adds to or extends the current process. This differs from a revision (i.e., a bug fix) which corrects a problem not caught in the previous release of the software.

## Enhancements Summarized

The table below summarizes the enhancements included in this version.

Module	Feature	CR ID/SCR	Page
MICROS e7 Operations	Credit Card Authorization Results in Error When Preambles Are Configured with a NULL Driver	N/A/2919	74
Configurator	Number of Menus Supported Increased	N/A/3035	75
Manager Procedures	Labor Algorithm Now Runs when Time Cards are Edited, Inserted, or Deleted	28310/2624	76
Transaction Interface	Buffer Size is Now Configurable	3028/28355	77

**Enhancements  
Detailed**

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**MICROS e7 Operations**

***Credit Card Authorization Results in Error When Preambles  
Are Configured with a NULL Driver***

*SCR# 2919*

*CR ID#*

With this release, 'Credit Card Lookup' will now generate the same error message as 'Credit Card Auth: Credit authorization not required for this type of card'. Previously, it was possible to put an authorization on a check without a credit card driver being linked to the tender.

The problem was that when no driver was linked to the tender, there was no error message indicating so. This allowed the transaction to go through but the merchant would never get paid.

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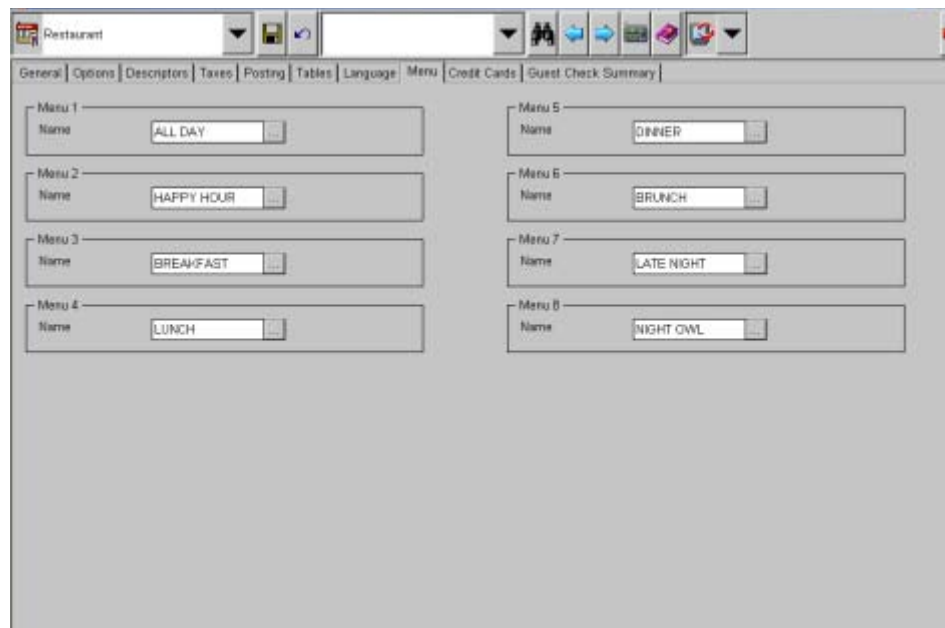
## Configurator

### *Number of Menus Supported Increased*

SCR# 3035

CR ID#

With this release, the number of menus supported by MICROS e7 has been increased from 4 to 8.



This has increased the possible number of prices from 20 to 40.

Main | Access | Member Of | Prices | Active Rules | Attachments | Modifiers | Barcodes | Meals | Recipes |

Price Affected By...

- Menu Only
- Container Only
- Container And Menu
- One Price Only

Weighted item

Weight entry required

Tare weight

Small	
Medium	
Large	
2 Liter	
Pitcher	

Menu Item Price

	Small	Medium	Large	2 Liter	Pitcher
ALLDAY	1.25	2.01	3.01	4.01	5.01
HAPPYHOUR	6.01	7.01	8.01	9.01	10.01
BREAKFAST	11.01	12.01	13.01	14.01	15.01
LUNCH	16.01	17.01	18.01	19.01	20.01
DINNER	21.01	22.01	23.01	24.01	25.01
BRUNCH	26.01	27.01	28.01	29.01	30.01
LATE NIGHT	31.01	32.01	33.01	34.01	35.01
NIGHT OWL	36.01	37.01	38.01	39.01	40.01

Open Price

Open price menu item

Negative open menu item price

Surcharge

Surcharge

## Manager Procedures

### *Labor Algorithm Now Runs when Time Cards are Edited, Inserted, or Deleted*

SCR# 2624

CR ID# 28310

Previously, the labor algorithm would only run when the System Balance and Time card detail reports were run. This is where an issue could occur because these reports could be run at pre-close. An adjustment could then be made before running EOD, which would result in punches not making it up to MyMicros.

This has been corrected. With this release, the labor algorithm is run when a Time Card is edited, inserted or deleted.

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## Transaction Interface

### *Buffer Size is Now Configurable*

*SCR# 3028*

*CR ID# 28355*

When set to '0', the TIFExport will now use a default size of '8'.

This has been enhanced to allow sites that have problems completing an export to modify the buffer size and whether to close after the FTP is complete.

## What's Revised

A revision is defined as a correction made to any existing form, feature, or function currently resident in the MICROS e7 product. To qualify as a revision, the change must satisfy the following criteria:

- ◆ The basic form, feature, or functionality must be part of the previous version of the software.
- ◆ The change must replace the current item or remove it from the application.

## Revisions Summarized

The table below summarizes the revisions included in this version.

Module	Feature	CR ID/SCR	Page
Reporting	All Reports Performing Labor Calculations Were Not Using Reporting Time	N/A/3059	79
POS Operations	A Discount that Affects Auto Service Charge Could Drive a Check Negative	27029/2934	79
	Percentage Service Charges Would Not Recalculate When Items Were Voided On a Check	N/A/2574	80
	Voided Items Would Print on Check When Using Print Check Button	28372/3031	80
	Incorrect Quantity Would Print When Voiding Quantities of Items	28329/3027	80
	Some Dialog Boxes Would Not Display on the PC	N/A/3117	81

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**Revisions  
Detailed**

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**Reporting*****All Reports Performing Labor Calculations Were Not Using Reporting Time***

SCR# 3059  
CR ID# N/A

With the implementation of 'Reporting pay', in order to satisfy California labor laws the following reports have been updated:

- ◆ Time clock detail report
- ◆ Job code labor report
- ◆ Time clock adjust detail report
- ◆ Employee job code labor report

'Reporting Pay' is added into the 'Regular Time Pay' field bucket on most of the reports. The following reports list 'Reporting Pay' separately:

- ◆ Employee job code labor report
- ◆ Time clock detail report

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**POS Operations*****A Discount that Affects Auto Service Charge Could Drive a Check Negative***

SCR# 2934  
CR ID# 27029

Discounts that affect auto service charges were being calculated by including all menu items on the check, including the items that did not contribute to the auto service charge. This has been corrected.

***Percentage Service Charges Would Not Recalculate When Items Were Voided On a Check***

SCR# 2574

CR ID# N/A

Previously, when users would void a menu item from a check that had a service charge added, the service charge would not be updated to reflect the voided item. This has been corrected.

With this release, all percentage service charges are required to be voided prior to menu items being voided.

***Voided Items Would Print on Check When Using Print Check Button***

SCR# 3031

CR ID# 28372

Previously, if a user selected the 'Print Check' button after voiding menu items from a previous round, the items would print on the check. This has been corrected.

***Incorrect Quantity Would Print When Voiding Quantities of Items***

SCR# 3027

CR ID# 28329

Previously, when doing voids of items that were rung in quantity, the amount of items that would be shown on the check would be incorrect if there were no reason codes associated with the voids. Depending on the quantity of the items, the check would either show the wrong amount of items with the correct price or no items with the correct price.

This has been corrected.



### ***Some Dialog Boxes Would Not Display on the PC***

*SCR# 3117*

*CR ID# N/A*

Dialog boxes without a button for the user to press would not display on the PC. This issue was introduced when MICROS e7 was updated to the .Net Framework 2.0. This issue was first noticed during the development of e7 v2.7 Patch 1 when the [**Generate New key**] button was added to the Configurator. This issue affected the following functions:

- ◆ Retrieve All Definitions
- ◆ Retrieve Newer Definitions
- ◆ Retrieve Checks

Also, this affected:

- ◆ Exporting to MyMicros for the first time

This has been corrected.

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**Note**

*The progressions bar has been removed and has been replaced by the dialog box.*

