



CrunchTime!

Mobile Apps

User Guide



LEGAL DISCLAIMER

This training is designed to cover certain optional tools and resources available through CrunchTime!, functionality and system configurations, and some generally recommended practices. It is not designed to cover all such tools, resources, practices or procedures, and we do not make any representations about the impact, if any, on sales, profitability, or any other matters related to these topics. All prices or costs referenced herein are examples for training purposes only, and are not a representation of applicable pricing or actual costs, which vary.

While franchisees are required to comply with Brand standards, we do NOT require franchisees or their employees to use optional tools or follow recommended practices. Use of CrunchTime!'s labor and inventory applications is entirely optional. Franchisees should consult with their own legal and financial advisors about establishing appropriate practices for their restaurants, and what tools are suitable for their financial or business needs based on their individual circumstances. This training is not intended, or to be construed as legal advice of any kind. Under the franchise agreement, the franchisee is solely responsible for complying with all applicable laws including without limitation laws that may relate to topics covered in this training.

All metrics and data available in Net-Chef is based on your set up of the system, data you have entered and data your employees have entered in the POS and Net-Chef.

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INTRODUCTION

There are three CrunchTime! mobile apps that can help the Franchisee and their designated Restaurant Management manage inventory, view reporting and reconcile invoices.

This guide is intended to provide an overview and walk-thru of how to use each of these optional CrunchTime! mobile applications.

CRUNCHTIME! MOBILE APPLICATIONS AVAILABLE



TECHNOLOGY REQUIREMENTS

- Available in the iTunes and Google Play Stores.



LOGGING IN

For all CrunchTime! apps, use your unique CrunchTime! URL to log in. The unique URL will be provided to the Franchisee via email by NCR once your Network is setup.

- Log into desired CrunchTime! app using your unique URL.
- Enter login credentials provided by NCR
(or the Franchisee if you are an Above Restaurant Leader or Restaurant Manager).

Note: The Franchisee will receive credentials via email from NCR.

- Select Sign In.

CrunchTime! URL's	
Counter App	https://dbiYourUniqueCrunchTimeURL.net-chef.com
Impact App	https://dbiYourUniqueCrunchTimeURL.net-chef.com
Reconciler App	https://dbiYourUniqueCrunchTimeURL.net-chef.com

SUPPORT

If you need help, please contact Unified Service Desk (USD) 800-700-1225.

COUNTER APP

The Counter App allows the Franchisee or any Restaurant Manager they have given access to count inventory electronically from a mobile device or tablet.

Notes:

- The brand standard for a full inventory count is once per month. However, it is recommended to complete inventory weekly.
- For inventory functions to work accurately in Net-Chef, inventory must be **posted** in the system weekly.

To use the Counter App:

1. Download and Install the **CrunchTime! Counter App**.

Note: The Counter App is available through iTunes for Apple devices and Google Play for Android devices.

2. Launch the **Counter App**.

3. Select the **Gear icon**.

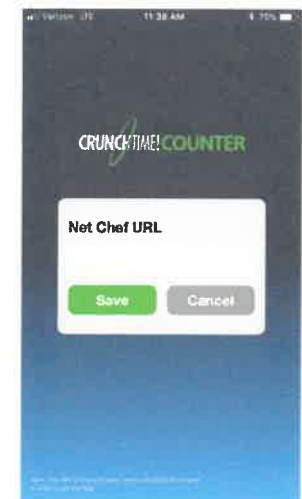


4. Type your **Net-Chef URL**.

Note: You only need to type the unique portion of your URL.

Example: <https://dbiYourUniqueCrunchTimeURL.net-chef.com>

5. Select **Save**.



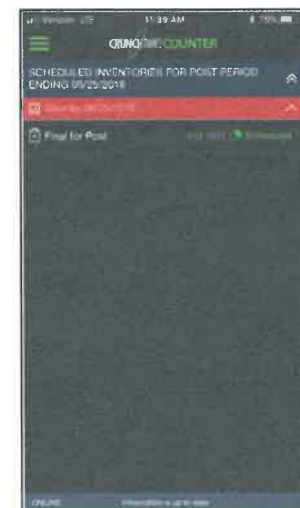
- 6. Enter your credentials using the same **user name and password** you would use to log in to Net-Chef on the computer.
- 7. Select **Login**.



- 8. Select applicable **Store Location**.



- 9. Select **Posting Period**.



10. Select applicable **Storage Location**.



11. Select **Claim**.

Notes:

- Claiming the storage location will prevent others users from being able to enter counts for the claimed storage location at the same time.
- You will not be able to enter your inventory counts until you **Claim** the storage location.
- If your phone dies while a storage location is **claimed**, the storage location will remain locked and the data will be saved within the App only until the device restores power and is synced.



12. Enter **counts** for the products, as applicable

Notes:

- For products with no quantity available in the primary storage locations, a zero should be entered in one of the units of measure. For any product that does not have a value, it will be automatically generated by the system based on the **By Exception** table in the *CrunchTime! Inventory User Guide*.
- You will not lose your counts if you close out of the App to take a phone call, answer an email, etc.



Product Search

13. Select **Search**.



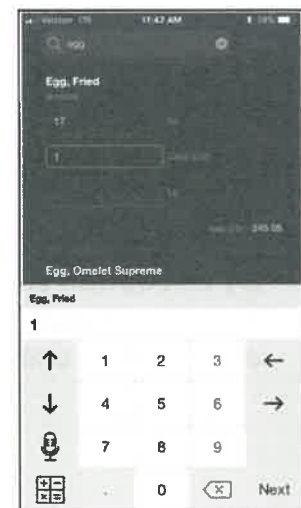
14. Enter the **product**.

15. Select **Search**.

Note: All products with the search term will display.



16. Enter **counts** for the product(s).



Multiple Counts of the Same Product in the Same Storage Location

17. Enter the **Case** count.



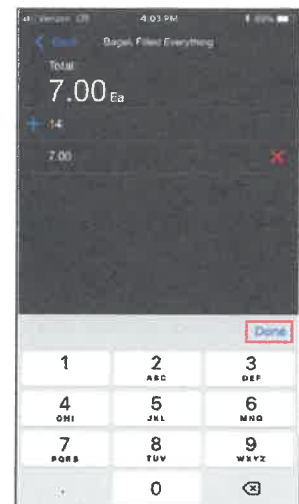
18. Enter the **Each** count.

19. Select the **Calculator** icon.



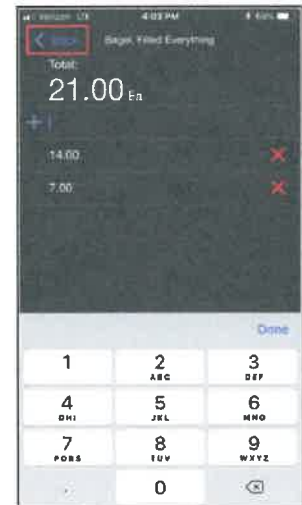
20. Enter the additional **Each** count.

21. Select **Done**.



Result: **Each** quantities will be added together.

22. Select **Back**.



Result: Updated **Each** quantity will display.

Saving Inventory

23. Select **Save**.



24. Select **Yes**.

Notes:

- **Yes** marks the counts you entered as complete and you are ready to sync the counts.
- **No** returns you to the entry screen.



Syncing Counts

Syncing counts transfers the data you entered on the Counter App to Net-Chef onto your main computer.

25. Select **Sync**.

Note: The **Sync** symbol will stop spinning once complete.

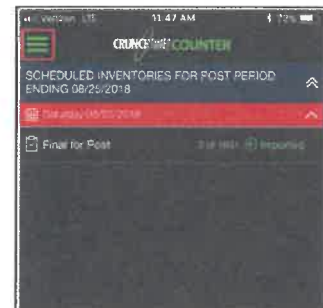
*Result: Once you have **Synced** your counts, you will need to Review, Finalize, and Post your Inventory for the desired post period in Net-Chef.*



26. Select **Back** to return to the main screen of this location.



Note: You can use the **Menu icon** in the upper left-hand corner to change locations or log out.



IMPACT APP

The Impact App allows the Franchisee or any Restaurant Manager they have given access to quickly access real-time reporting found in Net-Chef such as Today's Operating Metrics.

Remember that all data and reporting found in Net-Chef or accessed through the Impact App is based on your set up of the system, the options you have selected and data your employees have entered into the POS system. Franchisees are solely responsible for their system set up and compliance with all applicable laws.

Notes:

- Metrics can be viewed for a single restaurant or consolidated if you have access to multiple locations.
- Historical metrics available
- Real-time data is uploaded every 15 minutes

To view reporting in the Impact App:

1. Download and Install the **CrunchTime! Impact App**.

Note: The Impact App is available through iTunes for Apple devices and Google Play for Android devices.

2. Launch the **Impact App**.
3. Select the **Gear icon**.



4. Type your **Net-Chef URL**.

Note: You only need to type the unique portion of your URL.

Example: <https://dbiYourUniqueCrunchTimeURL.net-chef.com>

5. Select **Save**.



6. Enter your credentials using the same **user name and password** you would use to log in to Net-Chef on a computer.
7. Select **Login**.
8. Select **Location**.



Result: You will be brought to the top 10 Impact metrics.

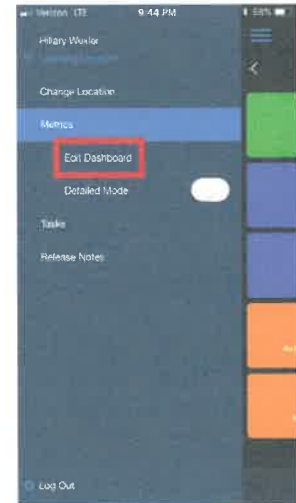
Notes:

- Each tile can be selected for additional information.
- You can select the left and right arrows to change the date you are viewing data from.
- You can toggle between single location metrics and consolidated metrics for multiple locations at the bottom of the screen.

9. You can use the **Menu icon** to change the location, log out or edit your dashboard – steps below.



10. Select **Edit Dashboard**.



Result: All widgets can be moved or removed.

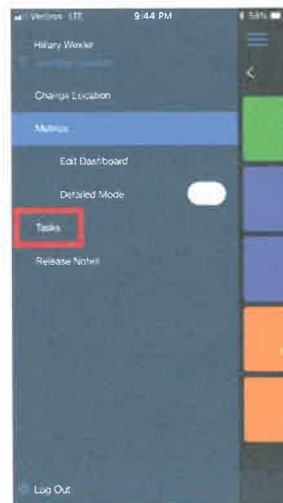
- 11. To remove a widget completely, select the **X** in the bottom left of the widget.
- 12. To move a widget, hold the widget down and drag it to desired location.

Note: You can swipe left and right to toggle between pages.

13. Select **Save**.



14. Select **Tasks** to view outstanding tasks to be completed in Net-Chef.



RECONCILER APP

The Reconciler App allows franchisees or their designated Restaurant Managers to electronically receive and reconcile an invoice in Net-Chef.

Notes:

- Displays vendor orders for the current day plus and minus seven days.
- Invoices that have not been reconciled but are older than seven days will not display in the Reconciler App.
- Provides the ability to take pictures of damaged goods upon arrival.
- Adjustments for previously reconciled invoices need to be made in Net-Chef, not the Reconciler App.
- No further action is necessary in Net-Chef once an invoice has been reconciled in the Reconciler App.

To reconcile an invoice in the Reconciler App:

1. Download and Install the **CrunchTime! Reconciler App**.

Note: The Reconciler App is available through iTunes for Apple devices and Google Play for Android devices.

2. Launch the **Reconciler App**.
3. Select the **Gear icon**.



4. Type your **Net-Chef URL**.

Note: You do not need to type https://

Example: <https://dbiYourUniqueCrunchTimeURL.net-chef.com>

5. Select **Save**.



6. Enter your credentials using the same **user name and password** you would use to log in to Net-Chef on the computer.

7. Select **Login**.



8. Select **Location**.



Result: You will be brought to the current day's invoices plus or minus seven days.

Notes:

- A yellow check mark indicates the invoice has not been reconciled.
- A green check mark indicates the invoice has been reconciled.

9. Select desired invoice.

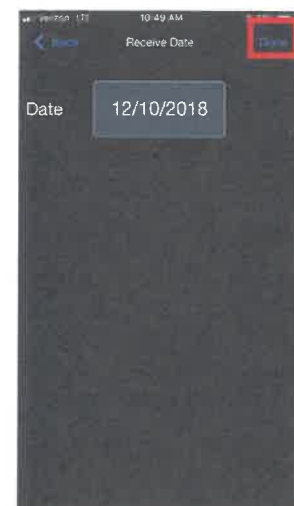


Result: Details of the invoice will display.

10. Select **Date**.

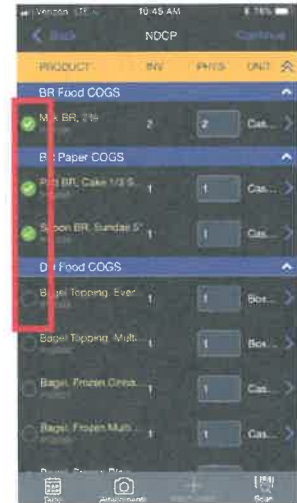


11. Verify the date you want as the receive date for the invoice.
12. Select **Done**.



13. For items that should be reconciled with no change, click the circle so a green check mark appears.

14. Adjust the quantity of an item as needed.



15. To make a qualitative adjustment, select the desired item.

16. Select **Qualitative Judgement**.



17. Select reason.

18. Select **Done**.



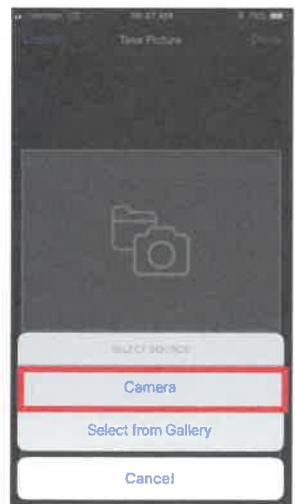
19. To take a picture of an item, select **Take Picture**.



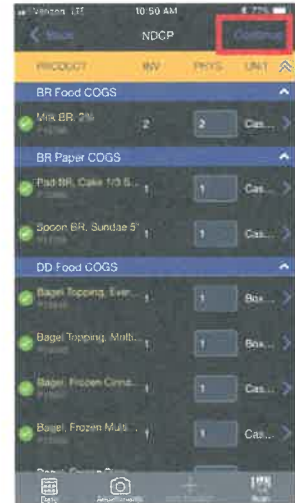
20. Tap the picture image.



21. Select **Camera** if you do not have the photo saved.
Note: If this is the first time you are using the Reconciler App you may have to grant the App access to your camera.
22. Select **Done**.
23. Select **Back** to return to invoice.



- 24. Complete reconciling inventory until all items have a green check mark.
- 25. Select **Continue**.

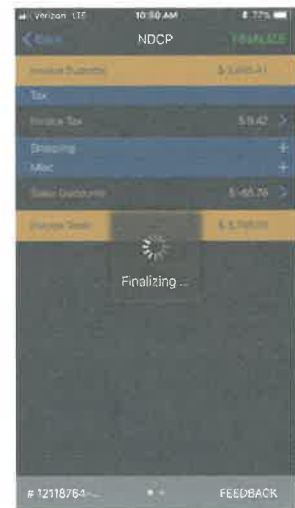
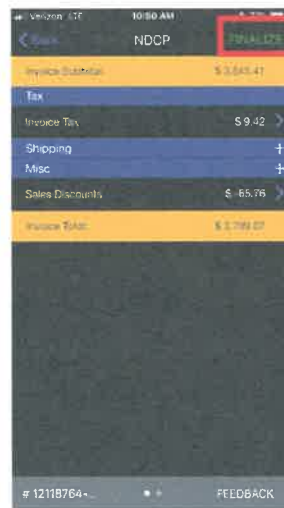


26. Verify invoice

Notes:

- You can swipe right to view invoice details.
- You can use the **plus sign (+)** to expand section details.

27. Select **Finalize**.



Result: Reconciled invoice will display with a green check mark.

