

How to Set the Current Toppings

This guide provides step-by-step instructions on how to set the current toppings for menu items. By following this guide, you can easily update and select the applicable toppings for items, ensuring accuracy and efficiency in your menu management.

- 1 **Log-in** to <https://my.deliverit.com.au> with your DPOS Cloud account credentials.

- 2 Make sure your store is selected from the drop-down list.

The screenshot shows the Deliverit web interface. At the top, there is a store selection dropdown menu labeled 'Andiamo Test' with a downward arrow. A red box highlights this dropdown, and a red arrow points to it. Below the dropdown is the 'Menu Items' section, which includes a search bar, a 'Select Sub Category' dropdown, and a 'Show 25 Items' dropdown. The main content area displays a table of menu items with the following columns: Name, Sub Cate..., PLU, Shop, and Delivery. The table contains three items:

Name	Sub Cate...	PLU	Shop	Delivery
\$10 OFF next order	-	HBD10TB	\$ -10	\$ -10
\$10 STUDENT DEAL	-	D22	\$ 10	\$ 10
\$13 Small Pizza	-	LSPIZ	\$ 13	\$ 13

3 Select the **Menu Items** tab from the left navigation bar.

The screenshot shows the DELIVERIT interface. The left navigation bar has the 'Menu Items' tab highlighted with a red box and a red arrow pointing to it. The main content area shows the 'Menu Items' section with a search bar, a sub-category dropdown, and a table of items. The table has columns for Name, Sub Category, PLU, Shop, and Delivery. The items listed are:

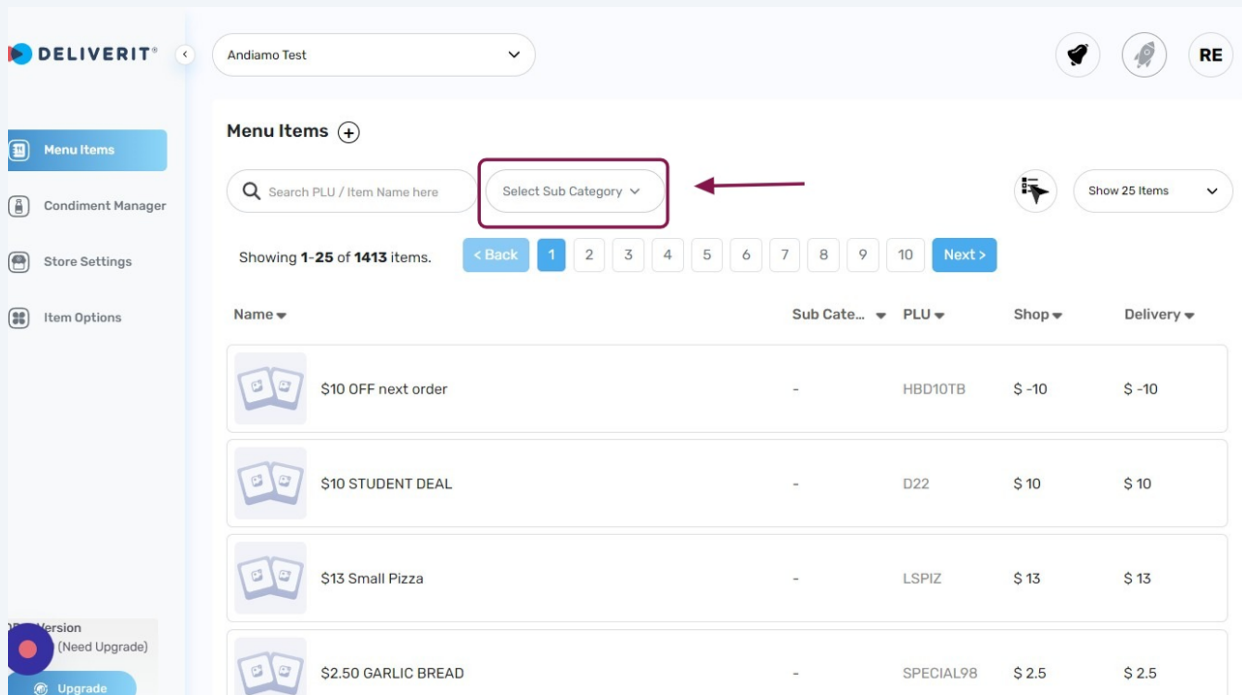
Name	Sub Category	PLU	Shop	Delivery
\$10 OFF next order	-	HBD10TB	\$ -10	\$ -10
\$10 STUDENT DEAL	-	D22	\$ 10	\$ 10
\$13 Small Pizza	-	LSPIZ	\$ 13	\$ 13

4 Search for the specific **Item**, using either the Item name or PLU.

The screenshot shows the DELIVERIT interface. The left navigation bar has the 'Menu Items' tab selected. The main content area shows the 'Menu Items' section with a search bar highlighted by a red box and a red arrow pointing to it. The search bar contains the text 'Search PLU / Item Name here'. The table of items is the same as in the previous screenshot, but with an additional item at the bottom:

Name	Sub Category	PLU	Shop	Delivery
\$10 OFF next order	-	HBD10TB	\$ -10	\$ -10
\$10 STUDENT DEAL	-	D22	\$ 10	\$ 10
\$13 Small Pizza	-	LSPIZ	\$ 13	\$ 13
\$2.50 GARLIC BREAD	-	SPECIAL98	\$ 2.5	\$ 2.5

5 You can also filter the items by **Sub Category**.



DELIVERIT® Andiamo Test

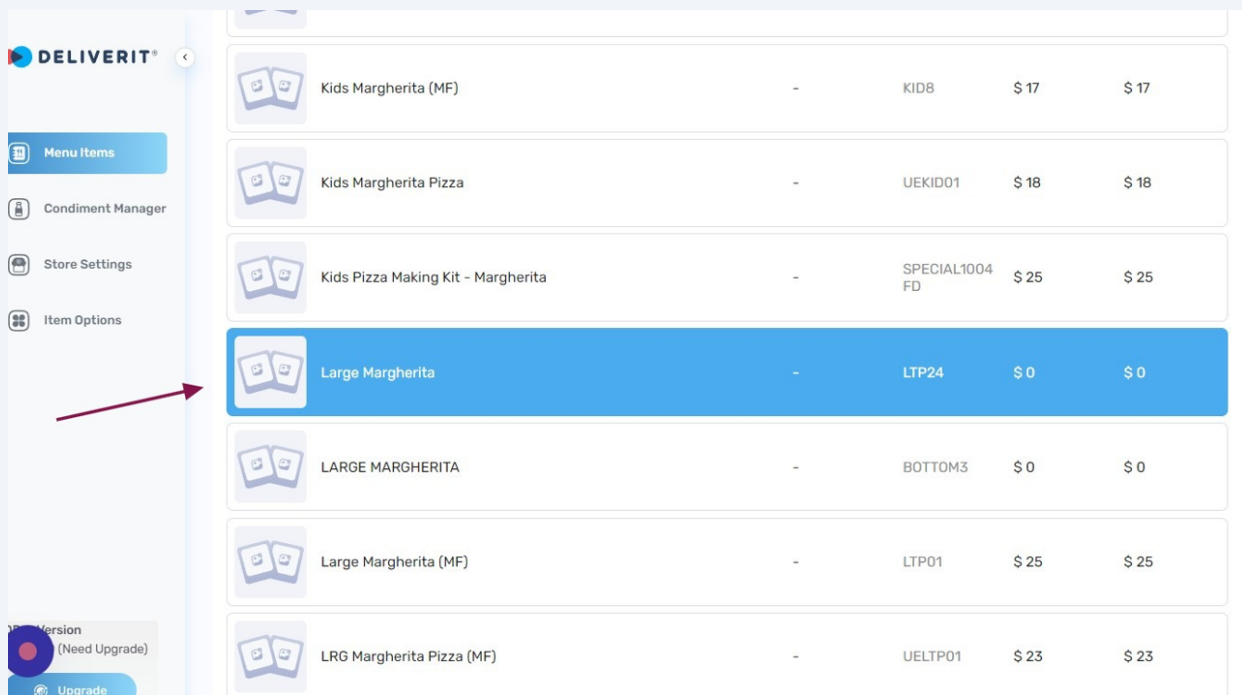
Menu Items (+)

Search PLU / Item Name here Select Sub Category

Showing 1-25 of 1413 items. < Back 1 2 3 4 5 6 7 8 9 10 Next >

Name	Sub Cate...	PLU	Shop	Delivery
\$10 OFF next order	-	HBD10TB	\$ -10	\$ -10
\$10 STUDENT DEAL	-	D22	\$ 10	\$ 10
\$13 Small Pizza	-	LSPIZ	\$ 13	\$ 13
\$2.50 GARLIC BREAD	-	SPECIAL98	\$ 2.5	\$ 2.5

6 Click the Specific **Item** you wish to update.



DELIVERIT®

Menu Items

Condiment Manager

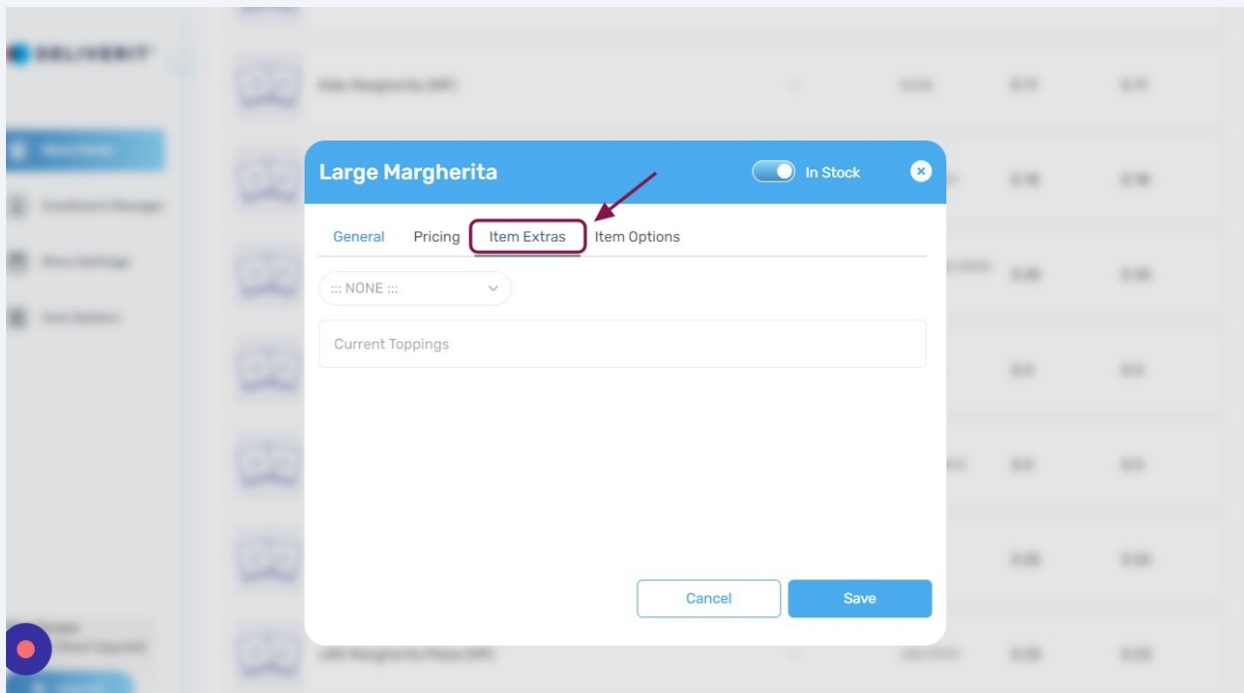
Store Settings

Item Options

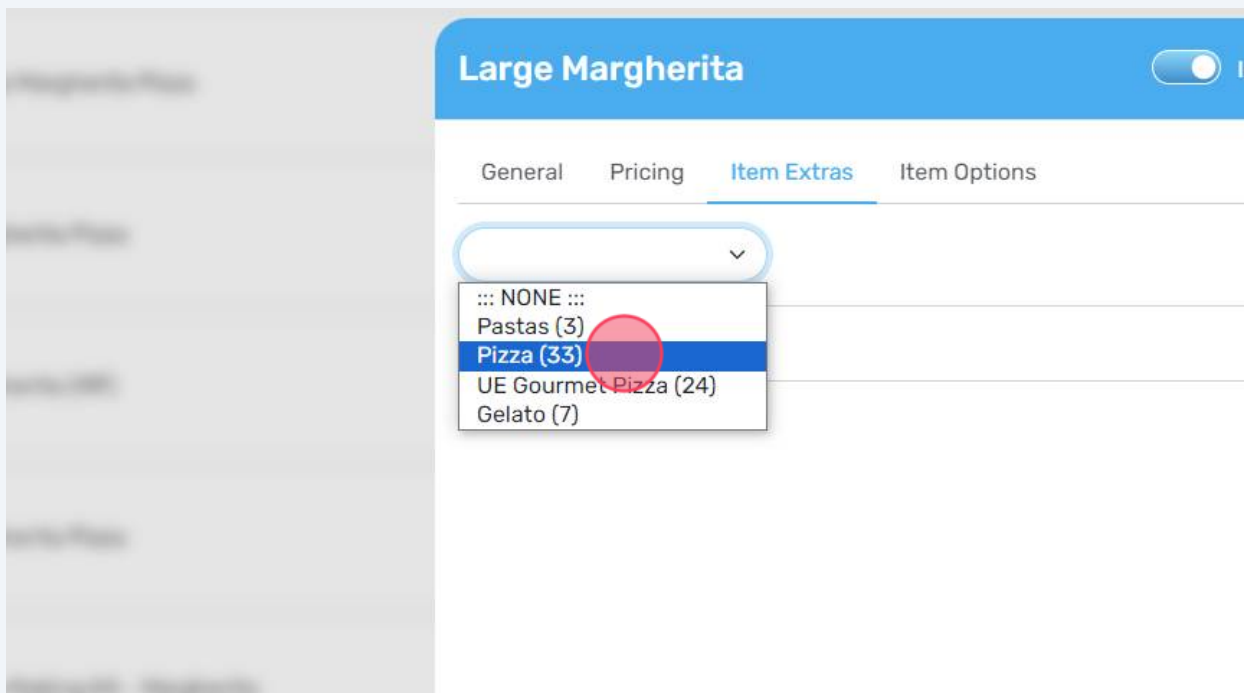
Version (Need Upgrade) Upgrade

Kids Margherita (MF)	-	KID8	\$ 17	\$ 17
Kids Margherita Pizza	-	UEKID01	\$ 18	\$ 18
Kids Pizza Making Kit - Margherita	-	SPECIAL1004 FD	\$ 25	\$ 25
Large Margherita	-	LTP24	\$ 0	\$ 0
LARGE MARGHERITA	-	BOTTOM3	\$ 0	\$ 0
Large Margherita (MF)	-	LTP01	\$ 25	\$ 25
LRG Margherita Pizza (MF)	-	UELTP01	\$ 23	\$ 23

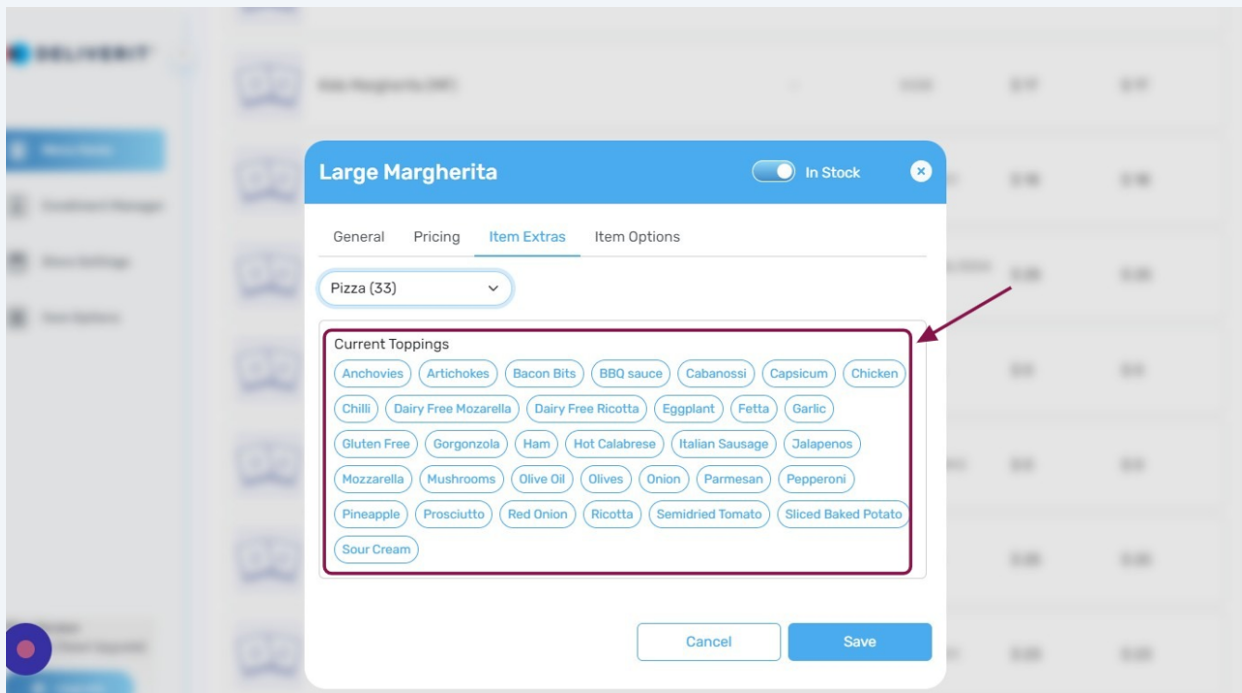
7 Select the **Item Extras** tab.



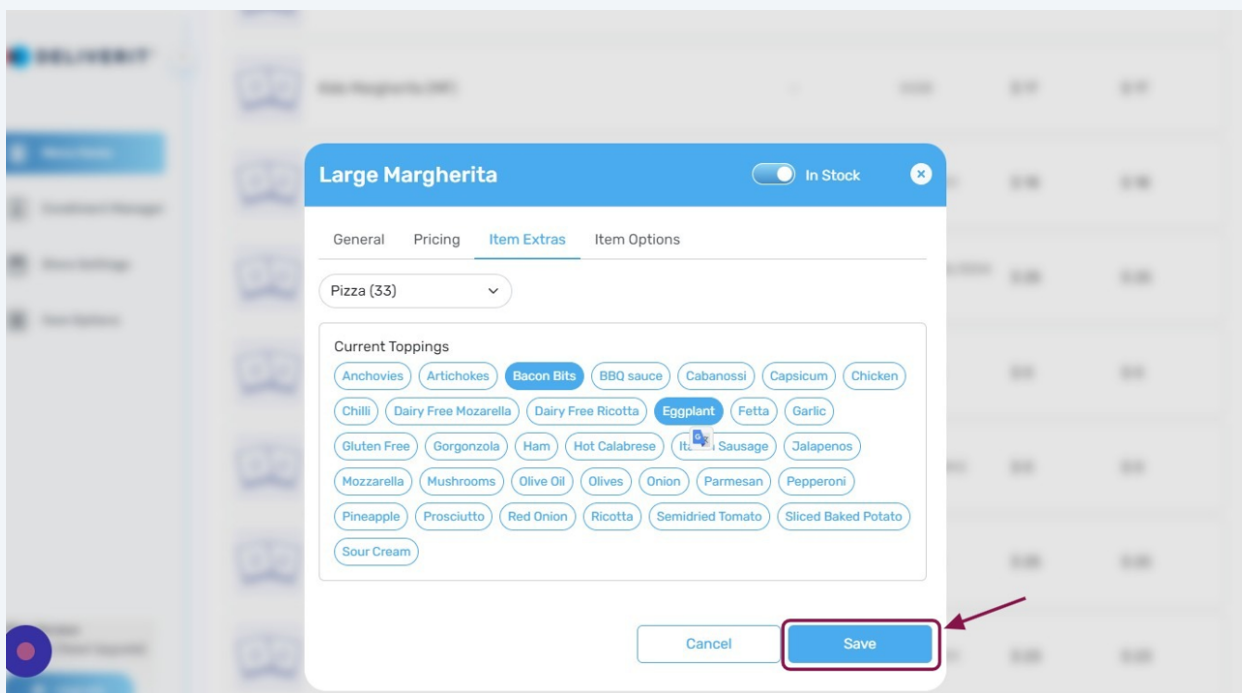
8 Select the **Condiment Group** of the item.



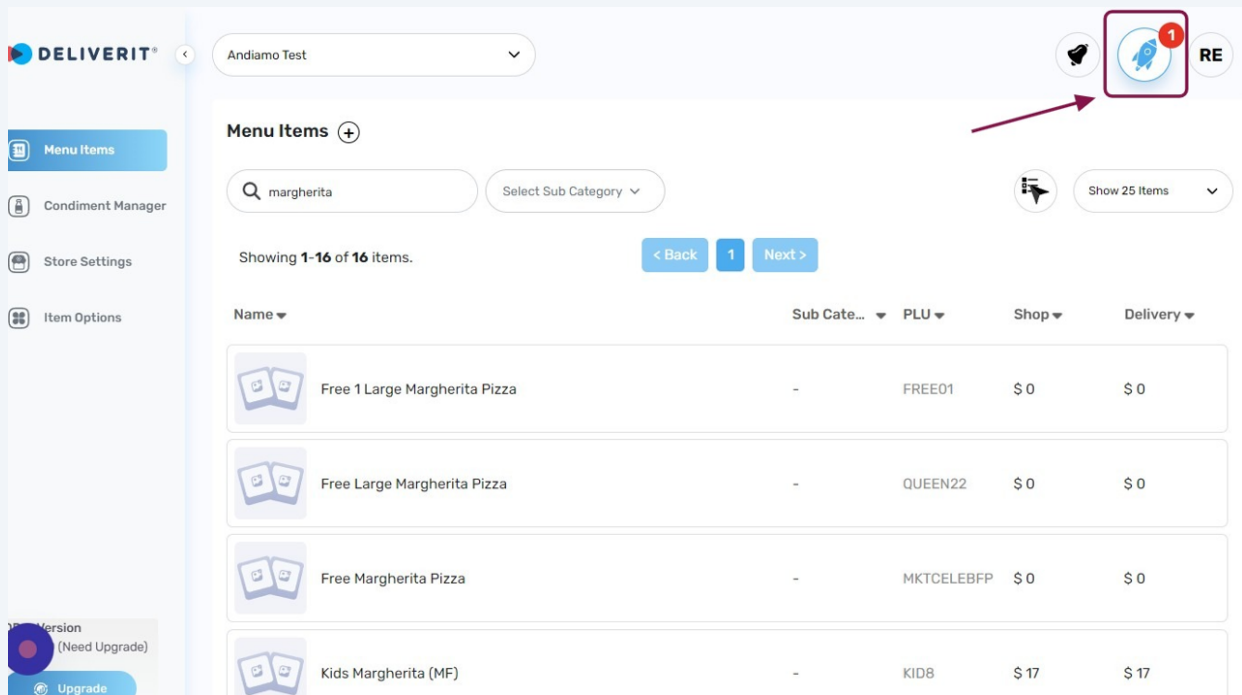
9 Choose all of the applicable toppings for item.



10 Click **Save** Button.



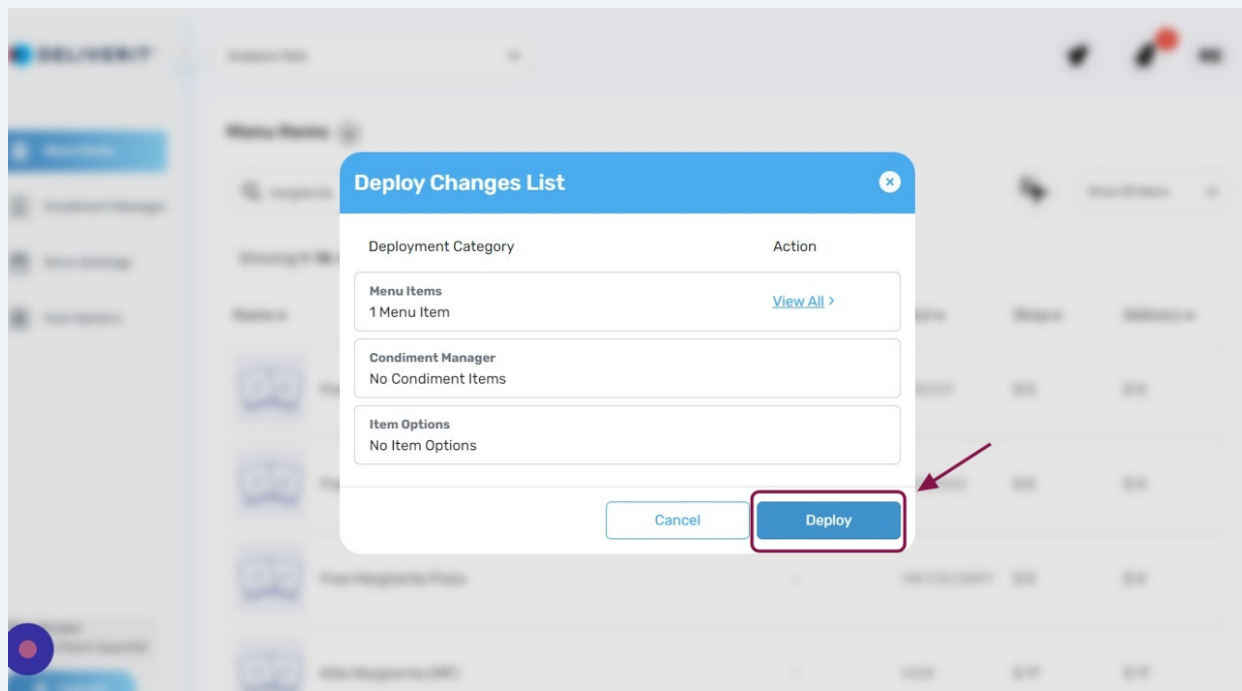
11 Click the **Rocket Icon**.



The screenshot shows the Deliverit dashboard for the store 'Andiamo Test'. The left sidebar contains navigation options: Menu Items, Condiment Manager, Store Settings, and Item Options. The main content area is titled 'Menu Items' and shows a search for 'margherita' with 16 items displayed. A red box highlights the Rocket Icon in the top right corner, with a red arrow pointing to it. The Rocket Icon has a red notification badge with the number '1'.

Name	Sub Cate...	PLU	Shop	Delivery
Free 1 Large Margherita Pizza	-	FREE01	\$ 0	\$ 0
Free Large Margherita Pizza	-	QUEEN22	\$ 0	\$ 0
Free Margherita Pizza	-	MKTCELEBFP	\$ 0	\$ 0
Kids Margherita (MF)	-	KID8	\$ 17	\$ 17

12 After clicking the Rocket Icon, the list of changes for you to review will appear by clicking View All. Once satisfied, Click the **Deploy** button.



The screenshot shows a 'Deploy Changes List' dialog box. The dialog box has a blue header with a close button. It contains a table with the following data:

Deployment Category	Action
Menu Items 1 Menu Item	View All >
Condiment Manager No Condiment Items	
Item Options No Item Options	

At the bottom of the dialog box, there are two buttons: 'Cancel' and 'Deploy'. The 'Deploy' button is highlighted with a red box, and a red arrow points to it.

13 After clicking the **Deploy** button, restart the **DPOS** for changes to reflect.