




Barkeep – Managing Items – Flavors, Varieties and Different Sizes

With beer, wine and liquor there are many families of products that offer different flavors, special editions, and seasonal offerings as well as wines with a large range of varieties. There are also Items stocked in various sizes and containers. A common error is when an incorrect but similarly named product is added to an Inventory instead of the correct product.

To use Barkeep correctly and generate effective Reports, you must have a separate Item for every product and every size and every variety of that product.

In the example below there are three different bottles of **Absolut** and three Items.

Item Name	Category	Size	Price	Serving Price
Absolut	Call Liquor	1	\$21.20	
Absolut	Call Liquor	750	\$18.00	\$6.00
Absolut Citron Vodka	Call Liquor	1	\$25.97	\$6.00

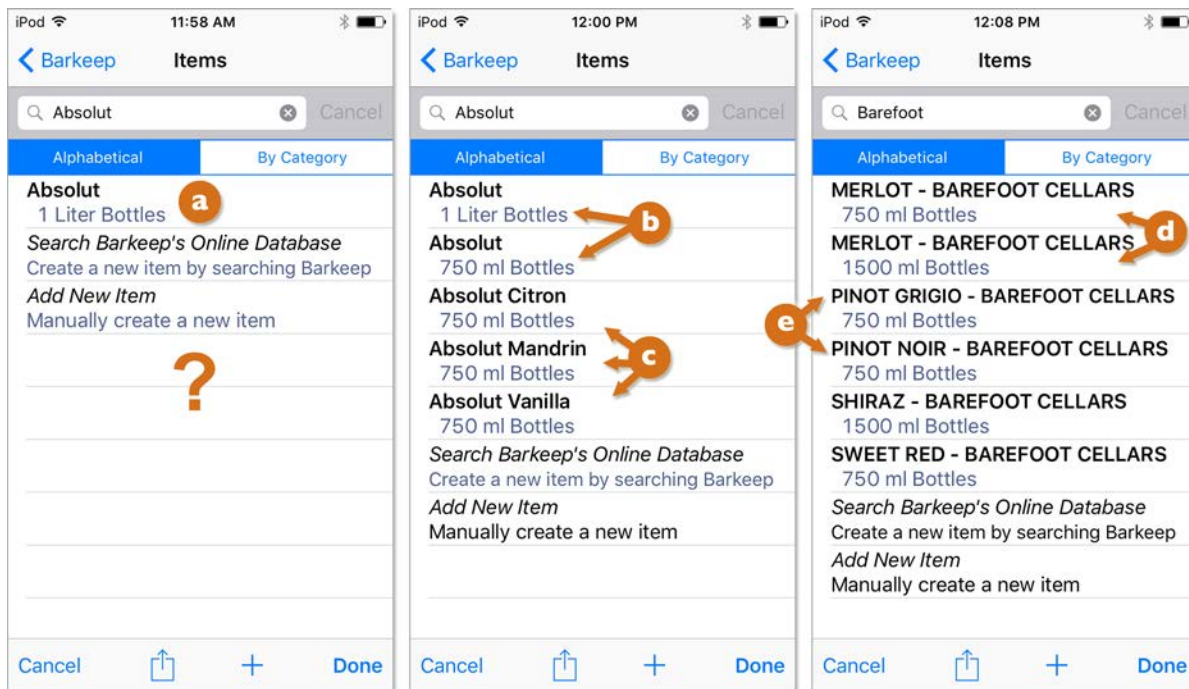


The image displays three screenshots of the Barkeep mobile application's 'Item Details' screen, each overlaid with a photograph of a corresponding Absolut vodka bottle. The first screenshot shows a standard 1-liter bottle of Absolut Vodka with a price of \$21.20. The second screenshot shows a 750ml bottle of Absolut Vodka with a price of \$18.00 and a serving price of \$6.00. The third screenshot shows a 1-liter bottle of Absolut Citron Vodka with a price of \$25.97 and a serving price of \$6.00. In the third screenshot, the name 'Absolut Citron Vodka' and the size '1' are circled in orange.

Adding all your Items

The example below shows some possible configurations of Items in Barkeep:

- The first example only shows one variety of **Absolut** and one size. **a**
This would be correct only if you stocked **Absolut** in one-liter bottles and did not offer any of the other varieties of **Absolut**.
- The second example shows **Absolut** in two different sizes **b** because you stock both 750 ml bottles and one-liter bottles.
- Note the separate Items **c** for **Absolut Citron**, **Absolut Mandarin**, etc.
- The third example shows all the varieties and sizes of wine you stock from **Barefoot Cellars**. There are separate Items **d** for 750 ml and 1500 ml bottles of **Barefoot Cellars Merlot**. Also note the separate Items **e** for **Pinot Grigio** and **Pinot Noir**.



Note: Some users may prefer to keep their Inventory simple, counting all bottles of a product family under one Item. For example, you might count all the varieties of bottles of **Michelob** you serve under one Item called **Michelob**. If you did choose to use Barkeep this way, your Reports will be less effective and it will be more difficult to focus in on problems. If you are using Barkeep, we assume you want to get the most from your Inventory data. To do so, you have to create separate Items.

Reminder: Copying Items

When you add Items that are similar to ones in your Barkeep data, you can add a new Item by copying and saving an existing one. Remember to make the necessary changes to the new Item. For example:

- When you copy and add the same product but in a different size bottle. You still need to change the bottle size in Barkeep.
- You need to change the price.
- If you scan your bottles, update the barcode. When you add a new Item by copying an existing Item, it is important to add barcodes for the new Item.
- If you use a scale, you will have to update the full and empty weights for the same Item in a different size.

The **Barkeep User Guide** has detailed instructions.

FAQs/Tips for Adding Items

Are there different flavors and varieties of the same product family in the Barkeep Database?

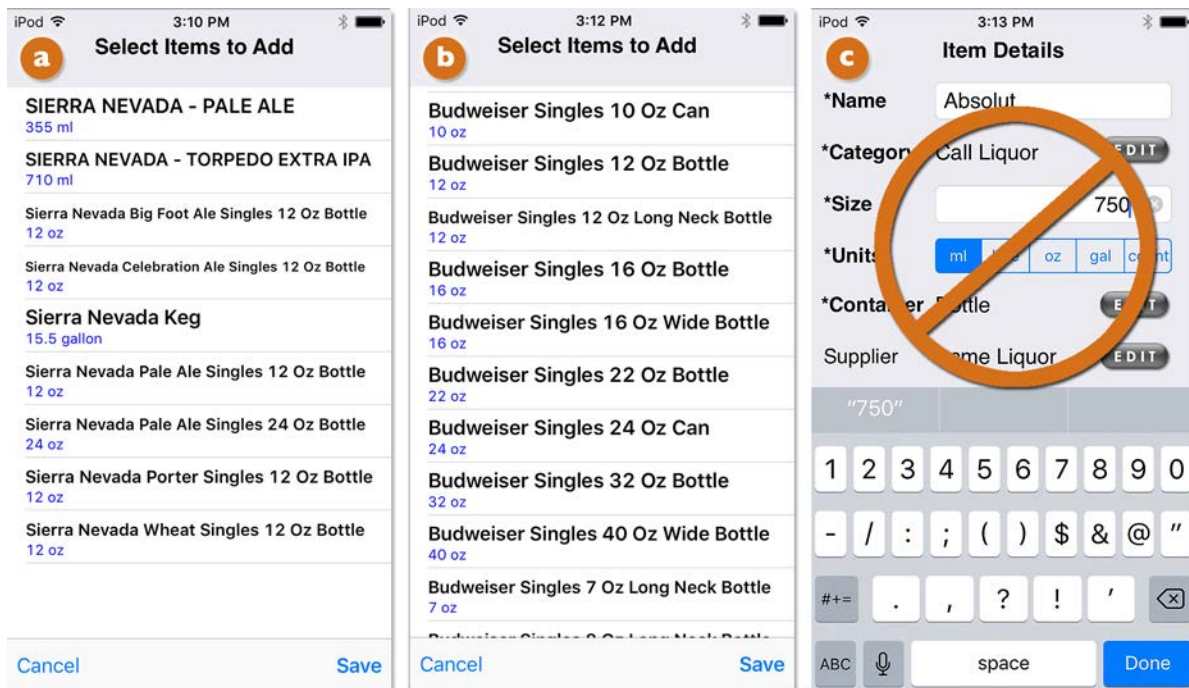
a Yes. Barkeep's database has over 75,000 wine, beer and liquor products that are maintained on the Barkeep Server. The database is frequently updated, though with some new products and sizes you might need to enter Items manually. To save time we do recommend searching the Barkeep Database before entering a new Item.

Are there different sizes of the same Item in the Barkeep Database?

b Yes. We always recommend searching the Barkeep Database before entering a new Item.

When my Supplier sends me a different size bottle, can I just change the bottle size for the Item?

No! You need to create a new Item for the new bottle size. This is an important step. **c** If you just changed the bottle sizes it would change the data in your earlier Inventories.



Should I delete the Item with the other size?

No. If your Supplier has switched and you now will receive 1 liter bottles instead of 750 ml for a particular Item, you should make the Item with the 750 ml size inactive – do not delete it. By making an Item inactive, it will remain in your earlier Inventories but you will not accidentally add it to a new Inventory.

Note: You can add new Items during a Receiving Inventory by scanning the barcode. Barkeep will ask you if you want to search the Barkeep Database for the Item or add it manually.

Do I need to add an Item for every possible bottle size of a product I carry?

You only need to add Items for different bottle sizes if you actually receive and stock that size. For example, if you only stock **Absolut** in one-liter bottles you do not need to create an Item for 1.8 liter bottles or 750 ml bottles of **Absolut**. But the day your Supplier delivers 750 ml bottles of **Absolut** because they were out of one-liter bottles, you would need to create a new Item for **Absolut** 750 ml bottles.

What can go wrong?

Here are two examples illustrating why you need detailed, separate Items to use Barkeep effectively.

Similar Names but Different Items

This example shows the Category Group **Wine** from a Variance Report:

- The first version is correct and there are no problems. **a**
- The second version is incorrect. **b**
- When you examine the Variance Details, **c** there is a problem with the Used and Ideal Used counts for **Pinot Noir Barefoot Cellars** and **Pinot Grigio Barefoot Cellars**. **d**
- When you select an Item (i.e., **Pinot Noir Barefoot Cellars**), **e** you will be able to review all of the instances where the Item appeared in in Inventories used in the Variance Report.
- In this example the source of the problem is a staff member adding bottles of **Pinot Noir** when taking Inventory in the Store Room instead of adding cases of **Pinot Grigio**.

This type of mistake can cause inaccurate Reports. Also, if you set a par level for reordering, you could inadvertently order the wrong Item.

Variance Summary | **Variance Details** | Sales Data | Used Details | Sold Details

a

Category Group	Category	Item	Sales	Used	Ideal Used	Over / Short	Cost	Ideal Cost	Over / Short (Cost)
Wine	Champagne	KORBEL - BRUT	\$1,689.00	47	46.3	0.7	\$606.30	\$597.08	\$9.22
Wine	Champagne	Total	\$1,689.00	47	46.3	0.7	\$606.30	\$597.08	\$9.22
Wine	Premium Red Wine	Bounty Cellars Pinot ...	\$412.00	7	6.9	0.1	\$129.27	\$127.62	\$1.65
Wine	Premium Red Wine	Total	\$412.00	7	6.9	0.1	\$129.27	\$127.62	\$1.65
Wine	Red Wine	Bogle Pinot	\$372.00	30	29.3	0.7	\$210.00	\$205.36	\$4.64
Wine	Red Wine	Merlot - Sutter Home	\$1,109.50	42.6	42.6	0	\$340.37	\$340.27	\$0.11
Wine	Red Wine	Pinot Noir - Barefoot ...	\$120.00	4.8	4.7	0	\$35.63	\$35.49	\$0.14
Wine	Red Wine	Tin Roof Merlot	\$624.00	24	23.7	0.3	\$208.80	\$205.84	\$2.96
Wine	Red Wine	Total	\$2,225.50	101.4	100.3	1	\$794.80	\$786.96	\$7.84
Wine	White Wine	Geysler Peak Sauvign...	\$480.00	22.8	22.7	0.1	\$165.23	\$164.67	\$0.56
Wine	White Wine	Pinot Grigio - Barefoo...	\$676.00	19.5	19.4	0.1	\$146.25	\$145.50	\$0.75
Wine	White Wine	Total	\$1,156.00	42.3	42.1	0.2	\$311.48	\$310.17	\$1.30
Wine	Total		\$5,482.50	197.6	195.6	2	\$1,841.85	\$1,821.83	\$20.02

Variance Summary | **Variance Details** | Sales Data | Used Details | Sold Details

b **c**

Category Group	Category	Item	Sales	Used	Ideal Used	Over / Short	Cost	Ideal Cost	Over / Short (Cost)
Wine	Champagne	KORBEL - BRUT	\$1,689.00	47	46.3	0.7	\$606.30	\$597.08	\$9.22
Wine	Champagne	Total	\$1,689.00	47	46.3	0.7	\$606.30	\$597.08	\$9.22
Wine	Premium Red Wine	Bounty Cellars Pinot ...	\$412.00	7	6.9	0.1	\$129.27	\$127.62	\$1.65
Wine	Premium Red Wine	Total	\$412.00	7	6.9	0.1	\$129.27	\$127.62	\$1.65
Wine	Red Wine	Bogle Pinot	\$372.00	30	29.3	0.7	\$210.00	\$205.36	\$4.64
Wine	Red Wine	Merlot - Sutter Home	\$1,109.50	42.6	42.6	0	\$340.37	\$340.27	\$0.11
Wine	Red Wine	Pinot Noir - Barefoot e	\$120.00	-7.3	4.7	-12	\$-54.38	\$35.49	\$-89.86
Wine	Red Wine	Tin Roof Merlot	\$624.00	24	23.7	0.3	\$208.80	\$205.84	\$2.96
Wine	Red Wine	Total	\$2,225.50	89.4	100.3	-11	\$704.80	\$786.96	\$-82.16
Wine	White Wine	Geysler Peak Sauvign...	\$480.00	22.8	22.7	0.1	\$165.23	\$164.67	\$0.56
Wine	White Wine	Pinot Grigio - Barefoo...	\$676.00	31.5	19.4	12.1	\$233.38	\$143.73	\$89.64
Wine	White Wine	Total	\$1,156.00	54.3	42.1	12.2	\$398.60	\$308.40	\$90.20
Wine	Total		\$5,482.50	197.6	195.6	2	\$1,841.85	\$1,821.83	\$20.02

d

One of the best ways to prevent this kind of mistake is to scan bottles and cases with your iOS Device's built-in camera or with a **Linea Pro** scanner from Barkeep.

continue to the next page for an additional example

What can go wrong? (cont.)

Selecting the wrong Sales Item

This example shows the Category Group **Beer** from a Variance Report:

Category Group	Category	Item	Sales	Used	Ideal Used	Over / Short	Cost	Ideal Cost	Over / Short (Cost)
Beer	Bottled Beer	Amstel Light	\$3,752.00	536	536	0	\$469.00	\$469.00	\$0.00
Beer	Bottled Beer	Anchor Steam Beer	\$1,736.00	217	217	0	\$238.70	\$238.70	\$0.00
Beer	Bottled Beer	Bud Light	\$3,293.00	599	599	0	\$449.25	\$449.25	\$0.00
Beer	Bottled Beer	Budweiser	\$956.00	344	244	100	\$292.40	\$207.40	\$85.00
Beer	Bottled Beer	Miller Genuine Draft	\$1,356.00	226	226	0	\$176.28	\$176.28	\$0.00
Beer	Bottled Beer	Miller Lite	\$2,382.00	397	397	0	\$309.66	\$309.66	\$0.00
Beer	Bottled Beer	Rolling Rock	\$2,879.25	356	350	6	\$267.00	\$262.50	\$4.50
Beer	Bottled Beer	Total	\$16,354.25	2,675	2,569	106	\$2,202.29	\$2,112.79	\$89.50
Beer	Cider	Angry Orchard Crisp ...	\$504.00	56	56	0	\$89.60	\$89.60	\$0.00
Beer	Cider	Wyder's Draft Pear Ci...	\$1,705.00	1.5	1.5	0	\$139.67	\$139.44	\$0.21
Beer	Cider	Total	\$2,209.00	57.5	57.5	0	\$139.67	\$229.04	\$0.21
Beer	Domestic Draft Beer	Budweiser Keg	\$11,855.00	14.8	15.6	-0.8	\$1,370.60	\$1,442.89	-\$72.29
Beer	Domestic Draft Beer	Miller Lite Keg	\$0.00	2	0	2	\$178.00	\$0.00	\$178.00
Beer	Domestic Draft Beer	Red Hook ESB Keg	\$2,576.00	2.6	2.6	0	\$327.60	\$327.19	\$0.41
Beer	Domestic Draft Beer	All Items	\$1,410.00	0	2	-2	\$0.00	\$193.42	-\$193.42
Beer	Domestic Draft Beer	Total	\$15,841.00	19.4	20.2	-0.8	\$1,876.20	\$1,963.51	-\$87.31

- The Used count and Ideal Used count (sales) are off for two Items:
 - **Budweiser** (sold by the bottle)
 - **Budweiser Keg** (sold by the pint).
 - For bottles of **Budweiser** you have an Ideal Used of 244 but your Used is 344.
 - For **Budweiser Keg** you have an Ideal Used of 15.6 kegs but your Used is only 14.8 kegs.
 - Notice how the Over/Short number for both Items – this can be clue to spot problems.
- How did this happen?
 - In this example the Sales Data may have been entered incorrectly.
 - You might have miscounted and missed some cases of **Budweiser** in your walk-in cooler and then were distracted and entered kegs of **Budweiser** twice.
 - Or, in this example, a bartender was entering pints of **Budweiser** when they should have been entering bottles of **Budweiser** in your POS System. This is why your Ideal Used number is higher for **Budweiser Keg**. It also explains how you “used” 100 more bottles of **Budweiser**.

Having detailed and separate Items helps you catch your own mistakes as well as ones made by your employees

For additional information, see the [Barkeep User Guide](#).