



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 varietals. 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.

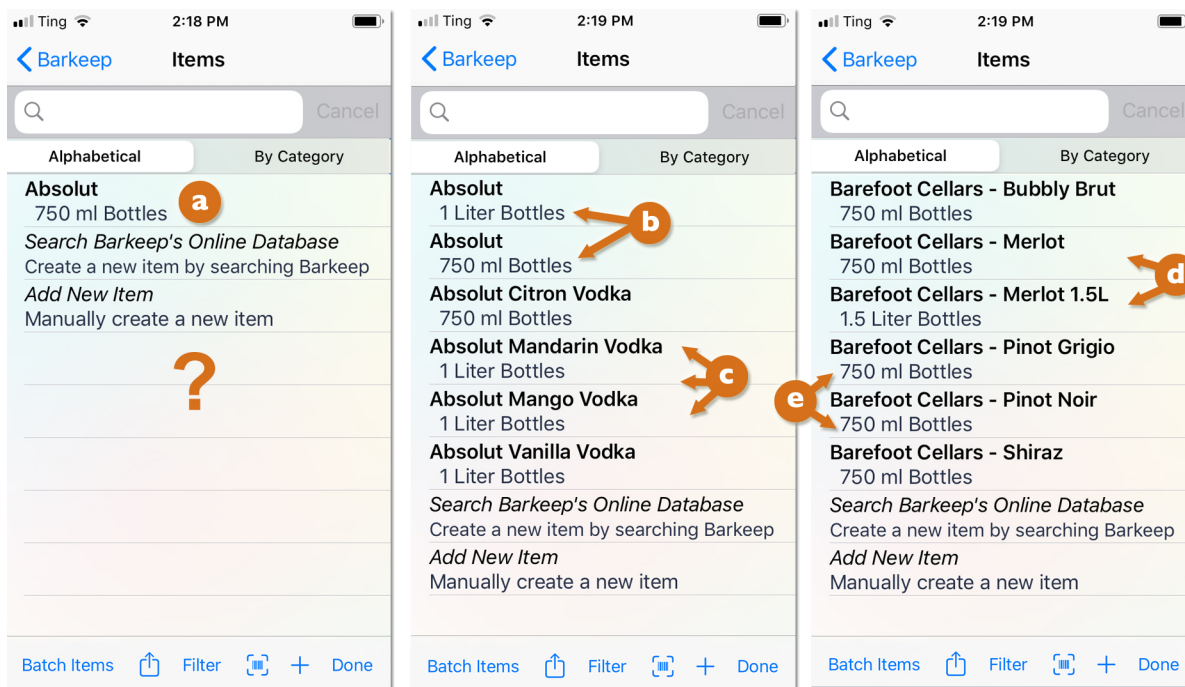
Item Details	Item Details	Item Details
*Name Absolut	*Name Absolut	*Name Absolut Citron Vodka
*Category Call Vodka	*Category Call Vodka	*Category Call Vodka
*Size 1	*Size 750	*Size 750
*Units ml liter oz gal co...	*Units ml liter oz gal co...	*Units ml liter oz gal co...
*Container Bottle	*Container Bottle	*Container Bottle
Supplier Acme Liquor	Supplier Acme Liquor	Supplier Acme Liquor
Price \$21.20	Price \$18.00	Price \$19.50
Serving Price 0.00	Serving Price \$7.00	Serving Price Price
Case Count 12	Case Count 12	Case Count 12
Empty Weight 1 lb 0 oz	Empty Weight 1 lb 00 oz	Empty Weight 1 lb 86 oz
Full Weight	Full Weight 2 lb 00 oz	Full Weight

The image shows three bottles of Absolut vodka. The first bottle is Absolut Vodka (1 liter), the second is Absolut Vodka (750 ml), and the third is Absolut Citron Vodka (750 ml). The bottles are arranged in a row, with the first two being standard Absolut Vodka and the third being Absolut Citron Vodka.

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 1.5-liter 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.

The image displays three screenshots of the Barkeep mobile application interface. Screenshot (a) shows the 'Select Items to Add' screen with a list of various beer items from Sierra Nevada, including 'PALE ALE', 'TORPEDO EXTRA IPA', and 'Big Foot Ale', each with its size (e.g., 12 oz, 710 ml). Screenshot (b) shows another 'Select Items to Add' screen with a list of Budweiser items, including 'Singles 10 Oz Can', 'Singles 12 Oz Bottle', and 'Singles 16 Oz Bottle'. Screenshot (c) shows the 'Item Details' screen for 'Absolut' liquor. The 'Size' field is set to '750' and is circled in red with a diagonal line through it, indicating that this field should not be edited. Other fields include 'Name' (Absolut), 'Category' (Call Liquor), 'Units' (ml, liter, oz, gal, co...), 'Container' (Bottle), and 'Supplier' (Acme Liquor). A numeric keypad is visible at the bottom of the screen.

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 **Wine** and Nested Categories like **Red Wine**, **White Wine**, etc. in 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											
Item a	Sales	Used	Ideal Used	Over / Short	Cost	Ideal Cost	Over / Short (Cost)	Pour Cost	Ideal Pour Cost	% Over / Short	
Wine											
Red Wine											
Clos Du Bois Zinfandel	\$198.00	10.4	10.4	-0	\$82.99	\$83.07	\$-0.08	41.92%	41.96%	-0.1%	
Merlot - Sutter Home	\$40.00	2	1.9	0.1	\$15.98	\$15.12	\$0.86	39.95%	37.81%	5.67%	
Pinot Noir - Barefoot Cellars	\$210.00	10	10	0	\$75.00	\$75.00	\$0.00	35.71%	35.71%	0%	
Total Red Wine	\$448.00	22.4	22.3	0.1	\$173.97	\$173.19	\$0.78	38.83%	38.66%	0.45%	
Sparkling Wine											
Korbel Brut	\$3,609.00	53	53	0	\$794.47	\$794.47	\$0.00	22.01%	22.01%	0%	
Total Sparkling Wine	\$3,609.00	53	53	0	\$794.47	\$794.47	\$0.00	22.01%	22.01%	0%	
White Wine											
Pinot Grigio - Barefoot Cellars	\$38.50	2	2	0	\$14.50	\$14.50	\$0.00	37.66%	37.66%	0%	
White Zinfandel - Sutter Home	\$40.00	1.9	1.9	0	\$13.78	\$13.72	\$0.05	34.44%	34.31%	0.38%	
Total White Wine	\$78.50	3.9	3.9	0	\$28.28	\$28.22	\$0.06	36.03%	35.95%	0.21%	
Total Wine	\$4,135.50	79.3	79.2	0.1	\$996.72	\$995.88	\$0.84	24.1%	24.08%	0.08%	

Red Wine b											
Clos Du Bois Zinfandel	\$198.00	10.4	10.4	-0	\$82.99	\$83.07	\$-0.08	41.92%	41.96%	-0.1%	
Merlot - Sutter Home	\$40.00	2	1.9	0.1	\$15.98	\$15.12	\$0.86	39.95%	37.81%	5.67%	
Pinot Noir - Barefoot Cellars e	\$210.00	-8	10	-18	\$-60.00	\$75.00	\$-135.00	-28.57%	35.71%	-180%	
Total Red Wine	\$448.00	4.4	22.3	-17.9	\$38.97	\$173.19	\$-134.22	8.7%	38.66%	-77.5%	
Sparkling Wine											
Korbel Brut	\$3,609.00	53	53	0	\$794.47	\$794.47	\$0.00	22.01%	22.01%	0%	
Total Sparkling Wine	\$3,609.00	53	53	0	\$794.47	\$794.47	\$0.00	22.01%	22.01%	0%	
White Wine											
Pinot Grigio - Barefoot Cellars	\$38.50	20	2	18	\$145.00	\$14.50	\$130.50	376.62%	37.66%	900%	
White Zinfandel - Sutter Home	\$40.00	1.9	1.9	0	\$13.78	\$13.72	\$0.05	34.44%	34.31%	0.38%	
Total White Wine	\$78.50	21.9	3.9	18	\$158.78	\$28.22	\$130.56	202.27%	35.95%	462.65%	
Total Wine	\$4,135.50	79.3	79.2	0.1	\$992.22	\$995.88	\$-3.66	23.99%	24.08%	-0.37%	

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 **Beer** with Nested Categories **Domestic Bottled Beer** and **Domestic Draft Beer** from a Variance Report:

Variance Summary Variance Details Sales Data Used Details Sold Details										
Item	Sales	Used	Ideal Used	Over / Short	Used (Servin...	Ideal Used (Servin...	Over / Short (Servin...	Cost	Ideal Cost	
Beer										
Domestic Bottled Beer										
Amstel Light	\$328.80	44	44	0	44	44	0	\$38.50	\$38.50	
Bud Light	\$295.00	49	49	0	49	49	0	\$36.75	\$36.75	
Budweiser	\$1,260.00	352	252	100	352	252	100	\$299.20	\$214.20	
Miller Genuine Draft	\$250.00	50	50	0	50	50	0	\$39.00	\$39.00	
Miller Lite	\$290.00	59	59	0	59	59	0	\$46.02	\$46.02	
Rolling Rock	\$674.00	114	114	0	114	114	0	\$85.50	\$85.50	
Total Domestic Bottled Beer	\$3,097.80	668	568	100	668	568	100	\$544.97	\$459.97	
Domestic Draft Beer										
Budweiser Keg	\$3,405.00	6.3	5.5	0.8	681	681	100	\$579.60	\$505.26	
Miller Genuine Draft Keg	\$1,340.00	2.2	2.2	0	275	273	2	\$197.58	\$195.94	
Miller Lite Keg	\$2,705.00	4.1	4.1	0	508	508	0	\$364.90	\$364.61	
Total Domestic Draft Beer	\$7,450.00	12.6	11.8	0.8	1,564	1,462	102	\$1,142.08	\$1,065.81	

- 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 252 but your Used is 352.
 - For **Budweiser Keg** you have an Ideal Used of 6.3 kegs but your Used is only 5.5 kegs.
 - Notice 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](#).