



Barkeep Sales Items – Troubleshooting – “MISC”

The Problem with Miscellaneous Sales Items (“MISC”)

We recommend not using general Sales Items like “\$5.00 Misc” or “MISC” because you need to be able to directly link or “map” an individual Sales Item onto Liquor Usage to have effective and accurate Pour Cost Reports.

What if I need to have a “MISC” key in my POS System?

Yes, you can have a “MISC” key(s) or something similar. The instructions that follow will explain how to set up and use one in a way that will still allow you to run accurate Reports in BarkeepOnline.

Below is an example of a Sales Data spreadsheet with a Sales Item “MISC” as well as an example of how the Sales Data upload might appear:

Sales Item #	Name	Sales Count	\$Sales Total
1	Domestic Bottled Beer	186	\$930.00
2	Domestic Draft	800	\$4,000.00
3	Imported Bottled Beer	25	\$150.00
4	Imported Draft	174	\$1,392.00
5	Premium Bottled	44	\$396.00
6	Premium Draft		
7	MISC		
8	Well		
9	Well Shot		
10	Well Multi		
11	Call		
12	Call Shot		
13	Call Martini		
14	Call Multi		
15	Prem		
16	Prem Martini		
17	Prem Multi		
18	Prem Shot		
19	House Wine		
20	Prem Wine		
23	Champagne Glass		
24	Champagne Cocktail		
25	Red Bull		

Item Number	Sales Item	Sales Co
1	Domestic Bottled Beer	
2	Domestic Draft	
3	Imported Bottled Beer	
4	Imported Draft	
5	Premium Bottled	
6	Premium Draft	
7	MISC ⚠	5
8	Well	620
9	Well Shot	70
10	Well Multi	350
11	Call	751
12	Call Shot	179

Information: Sales item MISC has been automatically created for you.

The next page will show you how to set-up the Sales Item “MISC.” Also note the pop-up warning ⚠ message alerting you that this Sales Item needs attention.

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What if I need to have a “MISC” key in my POS System? (cont.)

These are the steps to follow:

1. In this example, when you set-up the Sales Item “MISC” you do not need to select a **a** Category, Item or Recipe. As the Sales Item is completely unspecified you would not want to link it to any of your Categories or Items.
2. To have more accurate Reports in BarkeepOnline you must select **b** the “Exclude from Sales Uploads?” option.
3. The final step is to press the **Done** button **c** on the top of the screen to save the changes to the Sales Items or select the **Cancel** button to discard them.
4. All of the Sales that your POS System registers under “MISC” will be part of your Sales Data spreadsheet but will no longer be uploaded and calculated into BarkeepOnline Reports.

Note: Assuming that the dollar amounts are relatively small, this will not have a significant impact on your Reports.

For example, on the previous page the Sales Total in the example was \$25 for the Sales Item “MISC” out of a total of over \$27,000 in sales.

5. In future Sales Data uploads, Sales Item #7 no longer appears **d** in the Sales Data shown in BarkeepOnline even though it still appears in your spreadsheet.

Item Number	Sales Item	Sales Count	Sales Total \$
1	Domestic Bottled Beer	186	\$930.00
2	Domestic Draft	800	\$4,000.00
3	Imported Bottled Beer	25	\$150.00
4	Imported Draft	174	\$1,392.00
5	Premium Bottled	44	\$396.00
6	Premium Draft	273	\$2,184.00
7	MISC	1	\$25.00
8	Well	620	\$3,100.00
9	Well Shot	70	\$210.00
10	Well Multi	350	\$2,100.00
11	Call	751	\$5,257.00
12	Call Shot	179	\$1,074.00
13	Call Martini	100	\$700.00
14	Call Multi	149	\$1,192.00

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Can I create “MISC” keys that are included in Sales Data and Reports?

Yes, but you would probably need to create more than one. Let’s take a look at the example below.

This example shows a situation where a POS System is detailed and there are separate Sales Items for commonly sold cocktails (e.g., **Well Martini**, **Well Gin & Tonic**, **Well Margarita**, etc.). There are also Sales Items for specific cocktails using **Call Liquor** (e.g., **Absolut Cocktail**, **Jäger Shot**, **Bacardi Cocktail**, etc.).

Your POS System needs Sales Items for cocktails made with **Well Liquor** and **Call Liquor** that are uncommon and rarely sold. For example, you would create a Sales Item called **MISC Well Cocktail** for those instances when a customer orders an unusual drink. It could also be used for situation where a new staff member is unfamiliar with the POS System and needs to serve the customer promptly.

Below is an example of how you could set-up the Sales Item **MISC Well Cocktail**:

1. Note that you have chosen a name to match **e** the Sales Item in the POS System.
2. Because this “MISC” Sales Item is only for cocktails made with **Well Liquor**, **f** select that Category.
3. The Sales Item’s Recipe specifies the Category **Well Liquor**. **g**
4. Do not select an Item **g** for the Recipe.
The Sales Item could be made with any Item in the **Well Liquor** Category.

The screenshot shows the BarkeepOnline interface for setting up a Sales Item. The interface includes a sidebar with navigation options: Home, Inventories, Items, Banquets, Sales, Orders, Reports, Settings, and Sign Off. The main content area is titled 'Sales Item' and contains the following fields:

- * Sales Item #: 145
- Name: MISC Well Cocktail (marked with 'e')
- Description: (empty)
- Category: Well Liquor (marked with 'f')
- Item: (empty)
- Exclude from Sales Uploads?:

Below the Sales Item fields is the 'Recipe' section, which includes a table with the following columns: Sales Item, Category, Item, Quantity, and Units. The table contains one row:

Sales Item	Category	Item	Quantity	Units
MISC Well Cockta	Well Liquor (marked with 'g')	(marked with 'h')	2	Oz

5. When running a Pour Cost and other Reports in BarkeepOnline, your sales and use of **Well Liquor** for this Sales Item will be factored in.

For additional instructions for managing your Sales Data and using BarkeepOnline please see the [BarkeepOnline User Guide](#).