Add Ingredients & CoO information to Deli products
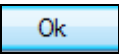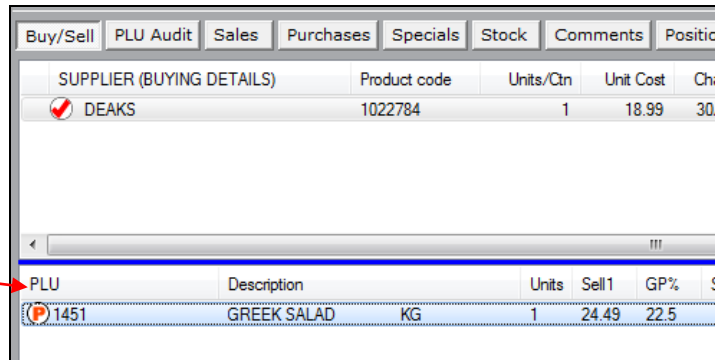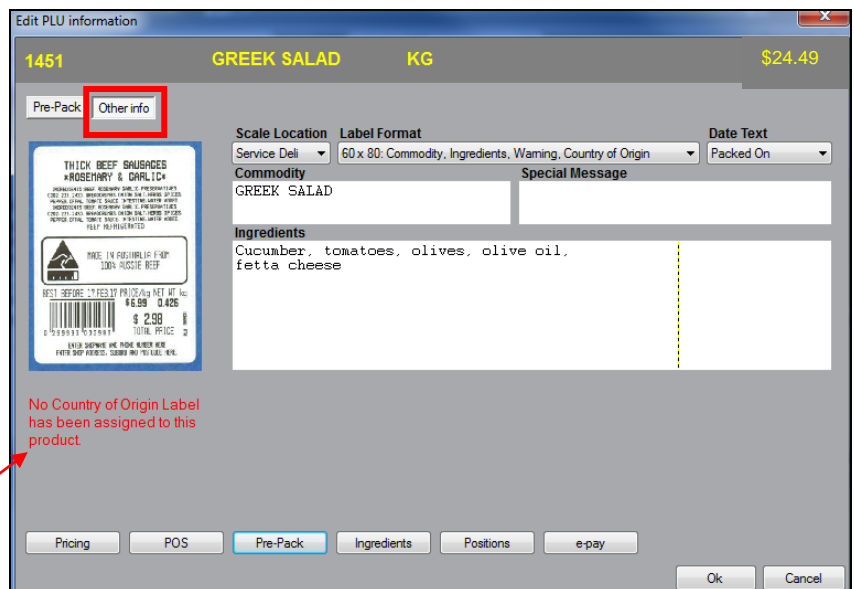
Overview

- Profit-Track™ is fully integrated to **Wedderburn Wedge** Deli scales which makes adding ingredients and Country of Origin information to products a quick and easy process.

1.	*Add Ingredients & Nutrition to Deli products*

- Go to the **Shop** file [Shop]

- Click [Search F3] to search for the required product.

- Double click on the product line

- Click the [Pre-Pack] tab

- Click [Other info] tab

- Select the *Scale Location* this product will be sold from.

- Select the *Label Format* required for this product.

- Select *Date Text*

- Enter the Ingredients:

  - *Commodity*: 25 characters x 2 lines

  - *Special Message:* 33 chars x 1 line

  - *Ingredients:* 50 chars x 6 lines

- Click [Ok]

⚠ You will see this message if you have **not** setup the CoOL information for this product.   This must be setup for each product so it will print the CoO info on the Deli label. See next step below.
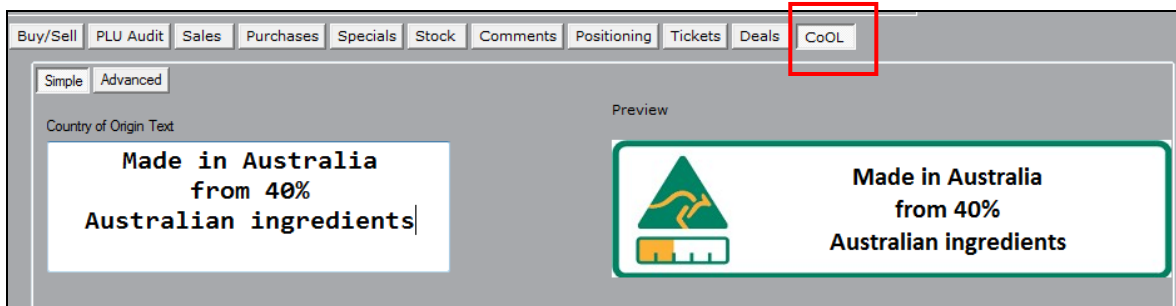
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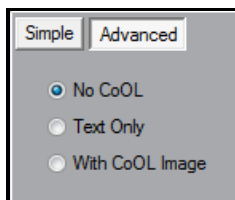| 2.	*Add the CoOL information for this product*

- Click on the `CoOL` tab in Shop:

Simple Process

- Key in the Country of Origin information as one big line of text. The **Preview** are the right will display the suggested label results.
- Click `Save` if you are happy with the displayed results.

Advanced process

- Click `Advanced` if you want to **change** or create your own label.
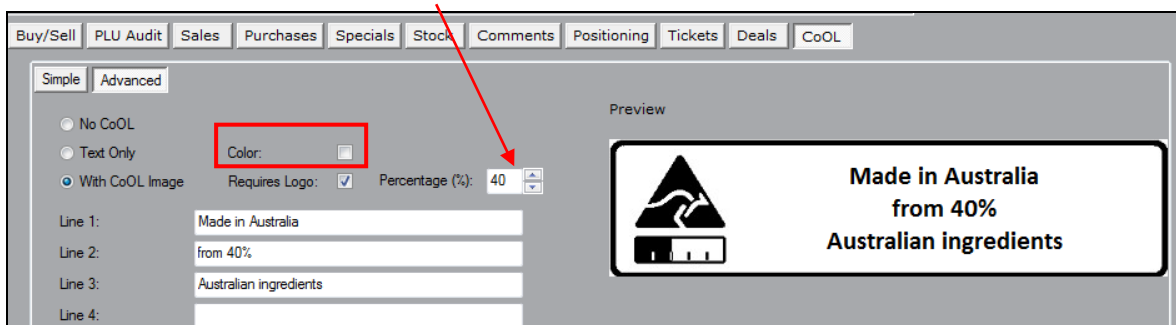- Select the CoOL information required for this product label:

  - *No CoOL*: label requires no CoOL information
  - *Text Only*: label requires text only (no logos)
  - *With CoOL image* (bar chart AND/OR kangaroo logo included on label)

- When you select **Text Only** or **With CoOL image** you will also have the following selections:

  - *Requires Logo* (tick OFF to remove the kangaroo logo – just the bar chart will remain)
  - *Colour* (or black & white)
  - *Percentage of main ingredient*

⚠️ Always complete the **Percentage** as this is **not** automatically filled in from your Text lines.

In this example the Deli scale does not print in colour so we have removed the **Colour** tick

- Enter the **Text** – this will display in the Preview area so you can see how it looks as you type. Press **[Enter]** to start a new line.
- Click `Save` when done

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| 3.	*Send to deli scales*
	You need to send to Deli Scales anytime you make changes to Deli products (ingredients and CoOL information).
	▪ Click ***Comms / Send items to prepack scale***

4.	*Deli CoOL label example*
	▪ Label below shows how the CoOL setup above will look when the Deli product is printed.

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Fast CoOL

- **Fast CoOL (Country of Origin) is a quick and convenient way to add & update the Country of Origin information for multiple products using a grid type screen, much like the Profit-Track™ Fast Prices screen.**

- **This function also offers a fast way to check & change the Country of Origin information for a group of products.**

1.	- Go to *Setup ➢ Shop Setup ➢ Fast CoOL - Country of Origin Labelling*
2.	- Select products required using the normal Profit-Track™ selectors (eg Department, Group, Family etc) - Click **Ok** to display your products.
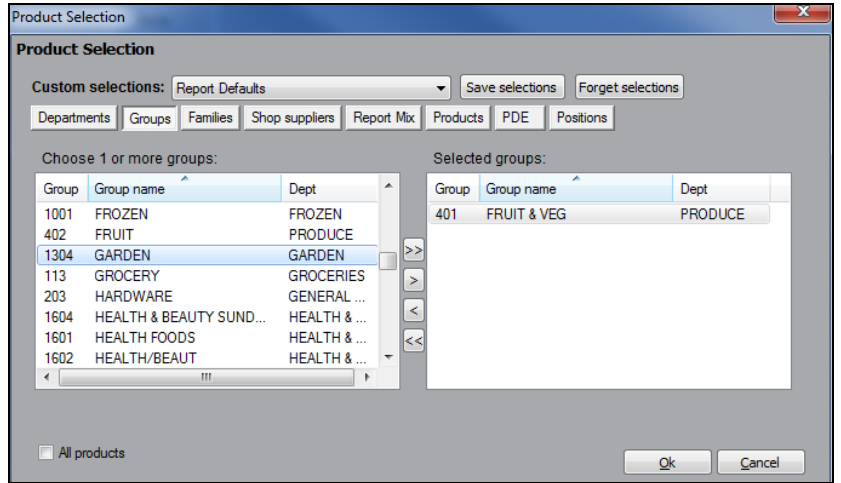
3. *View & Search options*

ⓘ *This is an undocked window so you can move between Profit-Track™ functions and resize the screen as required.*

Number of products in the list displays here

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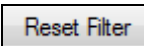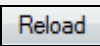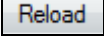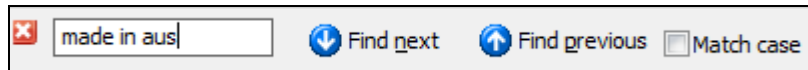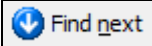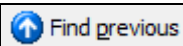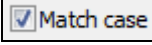|		
4.	Selections ⏵ Groups ⎵ FRUIT & VEG	▪ Displays the current selection of products
	Show Columns ☐ Department ☑ Supplier ☑ Group ☐ Family	▪ Select extra columns to view as required
	Sort columns ▽ ╱	▪ Click on any column to resort the data in ascending or descending order
	Filter column data	▪ Click the ▽ button on columns to further restrict the products in the list. ▪ Multiple filter selections on different columns can be made. ▪ Click Reset Filter to set all columns back to view ALL products.
	Reload	▪ Click Reload to select a new list of products to work on. You will be prompted to save any current changes to the products on the screen. 　▪ NOTE: saving will update the CoOL tab in Shop for the products you have data entered for. 　▪ NOTE: Reloading creates a **new** list on the screen – it does not add to your current list.
	[F3] search:	▪ Press **[F3]** from anywhere in the list screen to open up the search field. ▪ Search Rules: 　● Entering the *Product Code* or *Description* will highlight the product line if found 　● Entering phrases such as *made in Aust* will highlight any matching text ▪ Click Find next and Find previous to move between the matched search terms ▪ Click Match case to differentiate searches between upper and lower case (eg. *Aust* and *aust*). ▪ Click ✖ to close the F3 search field.
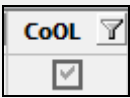
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5.	*Enter Country of Origin information*

<u>Fields for entry</u>

- ▪ **Single Product entry: click on the product line** *(Note that Product Code and Description are not editable fields so click on any other field on the required product line).*
- ▪ **Multiple product entry: is covered in point 7 below**

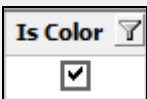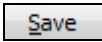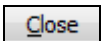| **CoOL** ▽ ☑	▪ This box indicates the product has Country of Origin information. This is a read only field and will tick on if Country of Origin information is entered for this product. ▪ To remove CoOL information from a product, click in the *Product Code* or *Description* field to select the product line and then right click to select *Remove CoOL.*
Has Logo ▽ ☑	▪ Tick ON: include kangaroo logo on label ▪ Tick OFF: no kangaroo logo on label
Is Color ▽ ☑	▪ Tick ON: print the logo & bar chart in colour ▪ Tick OFF: print log & bar chart in black and white
Percentage %	▪ Enter the percentage of the main ingredient ▪ This populates the bar chart
Text Lines 1 to 4	▪ Enter the Text for the label ▪ Use [Enter], TAB or arrows → ← to move between fields **Line 1** ▽ | **Line 2** ▽ | **Line 3** ▽ | **Line 4** Made in Australia | from 50% Australian | ingredients |

Preview

- ▪ The Preview shows how the Country of Origin information will look when printed.
- ▪ Click on the line to view the Preview up the top.
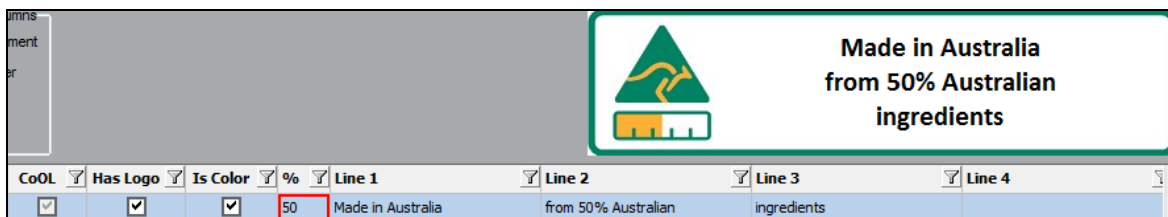
6.	▪ Click Save when udpates are complete. ▪ Saving updates all entries into the product's CoOL tab in Shop. ▪ Click Close to exit out of the screen *You might like to leave the Fast CoOL screen open while you check a few products.* *Go to Shop, F3 search on the product and go to CoOL Tab.*

7.	*Multiple CoOL entries*

- Products that have the *same* Country of Origin information can be quickly entered.

Select All:

- Click the check box next to **Product Code** heading to select ALL products currently listed.

Multi-select:

- Click the check box next to required products to select

Enter Data

- Enter the Country of Origin information (logo, colour % and Text) into any ONE of the selected lines and ALL lines will update with the same information.

- Click [Save] when all updates complete
- Saving updates all entries into the products CoOL tab in Shop immediately
- Click [Close] when you are ready to leave the screen.

You might like to leave the Fast CoOL screen open while you check a few products.

Go to Shop, F3 search on the product and go to CoOL Tab.

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