



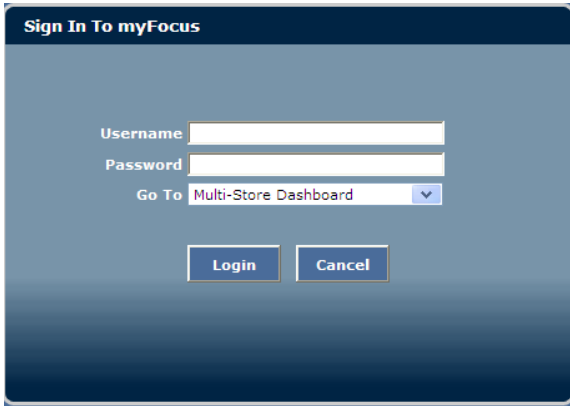
OPTION 1: Kahala Focus Online Reporting

\$40 MONTH/PER STORE / Custom report requests additional / 30-day free trial

Single Store Dashboard

This is the same dashboard at store level that displays net sales, labor \$, labor %, etc.

1. Access kahala.focuspos.com
2. Enter Username and Password
3. Select Login



4. Home page will display with a list of available stores

You Are Here [Home](#)

Totals
 Region: All
 Store: All
 Start: 2/21/2011 End: 2/21/2011
 Today | Yesterday | MTD | YTD

Store	Date	Net Sales	Lbr \$	Lbr %	Void #	Void \$	Disc #	Disc \$	Rfd #	Rfd \$	GC #	GC \$	PO #	PO \$	1st Clk
BL-██████	02/21/2011	\$0.00	\$0.00	0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	
BL-██████	02/21/2011	\$0.00	\$0.00	0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	

5. Current data is displayed with 0s' this is the store dashboard

You Are Here [Dashboards](#) [Single Store](#)

BL-██████
 Date: 2/21/2011

nFocus (As of 8:04 am)	
Net Sales	\$0.00
Labor \$	\$0.00
Labor %	0.00
Voids (0)	\$0.00
Discounts (0)	\$0.00
Refunds (0)	\$0.00
Return Items (0)	\$0.00
Gift Cards (0)	\$0.00
Paid Outs (0)	\$0.00
First Clock In	

Net Sales	

Miscellaneous	
Overtime Warnings (0)	
On the Clock (0)	

6. Enter a new date and select Update
(prior day sales will be available for viewing after 2pm MST).
7. Many on the list can be drilled down for more data; current drill down displayed is Report Groups, which is from Net Sales

The screenshot shows a software interface for a store. At the top, there is a header with 'Store BL-10010', a date dropdown set to '2/18/2011', and an 'Update' button. Below the header are three navigation buttons: 'Previous Day', 'Next Day', and 'Today'.

The main content area is divided into several sections:

- nFocus (Business Date - 2/18/2011):** A list of financial metrics including Net Sales (\$227.98), Labor \$ (\$111.58), Labor % (48.94), Voids (0) (\$0.00), Discounts (4) (\$17.33), Refunds (0) (\$0.00), Return Items (0) (\$0.00), Gift Cards (0) (\$0.00), Paid Outs (0) (\$0.00), First Clock In (8:58am), Averages (Checks (38) \$6.00, Guests (38) \$6.00, Time 00:00:30), Checks (Open 0, Reopened 0, Missing Bevs 0), Sales By Period (Breakfast \$27.73, Lunch \$192.28, Dinner \$7.97, Late Night \$0.00), and Items (Out Of Stock 0, Countdown 0, Tracking 0, Variable Price (5) \$4.45).
- Net Sales:** A table with columns 'Report Group', 'Units', 'Sales', and '% Sales'. The data includes: BL - Cld Sand (15 units, \$74.53 sales, 32.69% sales), BL - Hot Sand (2 units, \$13.98 sales, 6.13% sales), BL - Panini (2 units, \$14.38 sales, 6.31% sales), BL - Spr Sand (1 unit, \$6.29 sales, 2.76% sales), BL - Sides (23 units, \$22.77 sales, 9.99% sales), BL - Combos (13 units, \$65.00 sales, 28.51% sales), BL - Cpn Disc (14 units, -\$6.72 sales, -2.95% sales), BL - Cld Bevs (23 units, \$30.75 sales, 13.49% sales), BL - Condiments (2 units, \$2.55 sales, 1.12% sales), and BL - Other (5 units, \$4.45 sales, 1.95% sales).
- Miscellaneous:** A section with expandable items: 'Overtime Warnings (0)' and 'On the Clock (0)'.
- System Alerts:** A section with 'Current Date' (02/21/2011), 'Business Date' (02/18/2011), 'Last Batch' (02/18/2011 (\$76.33)), 'Batch Time' (Feb 19 2011 2:45AM), and 'Deposit' (\$0.00).

8. Select another Store ID and Update to view another location
9. Or Use tool bar and select Dashboards to view available reports

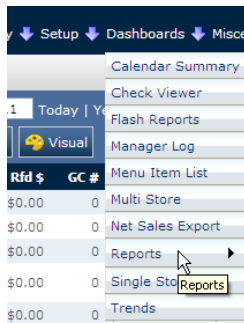
The screenshot shows a dark blue navigation toolbar with the following items from left to right: 'Home', 'Corporate', 'Gift/Loyalty' (with a dropdown arrow), 'Setup' (with a dropdown arrow), 'Dashboards' (with a dropdown arrow), and 'Miscellaneous' (with a dropdown arrow).

Reports

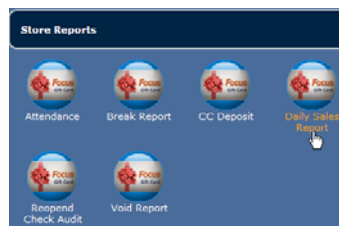
Several reports are available; favorite reports are listed below.

- Item Count Daily – by Item Name
 - o Displays menu item, unit, sales, %sales to Net for a date or date range
- Daily Sales Report (SSRS)
 - o This is the Sales report that locations use to balance with
- Concept Report
 - o Displays unit, sales, %sales to Net by concept and report group for a date or date range

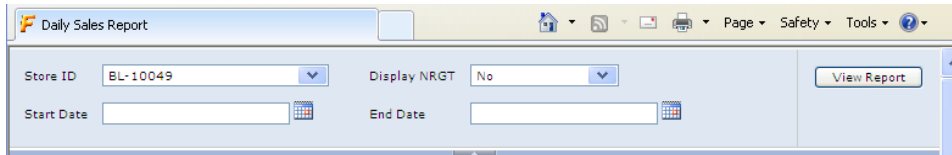
1. Select Dashboards from top tool bar then select Reports



2. Select a report; a new browser window will open



3. Select Store ID and dates; options/screens vary by report



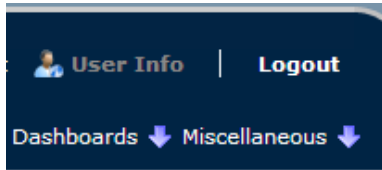
4. Select View Report

5. Report will generate and display

Daily Sales Report for 02/06/2011 - 02/12/2011
created at 2/21/2011 10:29 AM

DAILY SALES					
	Units	Sales	% Sales	Disc Units	Disc Sales
Average Check	709	8.12			
Average Guest	709	8.12			
Voids	38	194.72			
TT - Cr. Taco	98	145.87	2.53	1	-0.45
TT - Fl. Taco	102	295.48	5.13	0	0.00
TT - Cr. Burrit	111	289.89	5.03	2	-0.50
TT - SF. Burrit	98	323.82	5.82	3	-2.40
TT - Salads	24	90.98	1.58	0	0.00
TT - Nachos	10	53.10	0.92	0	0.00
TT - Fries	89	211.05	3.86	1	-0.72
TT - Desserts	4	6.76	0.12	0	0.00
TT - Combos	240	933.16	16.20	0	0.00
TT - Kids	5	21.45	0.37	0	0.00
TT - Other	32	39.88	0.69	0	0.00
TT - Condiments	30	14.37	0.25	0	0.00
AW - Condiments	2	1.98	0.03	0	0.00
AW - Hamburgers	129	395.91	6.88	0	0.00
AW - Hotdogs	41	78.10	1.36	0	0.00
AW - Meals	373	1,480.30	25.71	1	-3.00
AW - Sides	157	348.14	6.01	1	-0.81
AW - Desserts	108	237.62	4.13	0	0.00
AW - Retail	3	5.97	0.10	0	0.00
Chevron	481	788.88	13.86	0	0.00
Totals	2,117	6,758.87	100.00	9	-7.88

6. Select another Store ID to continue using current report
7. *Or* Close webpage to choose another report
8. To exit Kahala Focus, select Logout in top right corner



OPTION 2: Focus POS Mobile Web Reporting

\$24.95 MONTH PER STORE/ Also available as IPAD, IPHONE & DROID APPS

1. Access mobile.focuspos.com
2. Enter Username and Password
3. Select Login

Welcome to Focus POS Mobile Web Reporting!

Please enter your information below to login.

User Name

Password

Login

Need Assistance? [Call Support](#)

4. Multi-Store Dashboard will display; accessible store numbers vary by login
 - Quickly view Net Sales, Void \$, and Lbr%
 - This is current, up to the minute data

Focus		Multi-Store Dashboard		
Store	Net Sales	Void \$	Lbr %	
BL-10049	\$117.05	\$0.00	37.35	
BL-10053	\$273.68	\$8.48	13.39	
BL-10067	\$93.74	\$0.00	31.84	
BL-10500 SCS 1894	\$302.50	\$6.98	25.00	
BL-10677	\$564.63	\$0.00	10.53	
BL-11193	\$374.78	\$15.00	11.32	
BL-12015	\$880.14	\$34.88	3.82	
BL-12025 JP-9039	\$185.53	\$0.00	39.96	
BL-12044	\$715.67	\$0.00	0.00	
Averages	\$189.10	\$3.40	20.61%	
Totals	\$11,535.25	\$207.31	20.61%	

5. Select Show Details to change viewing
 - View all stores in your region or select an individual store
 - Use the arrow keys to move to a previous date

Date: Today Show Details	Lbr %
	37.35
	13.39
	31.84
	25.00
	10.53
	11.32
	3.82
	39.96
	0.00
	20.61%
	20.61%

Focus Multi-Store Dashboard

Date: Today | Hide Details

Region: All

Store: All

Start Date: 2/16/2011

End Date: 2/16/2011

Today Yesterday

Previous Day

Month To Date Year To Date

6. If an individual store is selected it will appear at the bottom of screen in blue

Region	All
Store	BL [REDACTED]
Start Date	2/12/2011
End Date	2/12/2011
	Today Yesterday
	Previous Day Next Day
	Month To Date Year To Date

Store	Net Sales
BL [REDACTED]	\$1,070.45
Averages	\$1,070.45
Totals	\$1,070.45

7. Select the store to open the store's dashboard

This is the same dashboard that is on the store POS

- Items in blue can be opened to view more data; this can vary by day

Focus

←
BL [REDACTED] | Show Details +

Store Details As Of 1:31 pm

Net Sales	\$767.05
Labor \$	\$0.00
Labor %	0.00
Voids (0)	\$0.00
Discounts (1)	\$4.19
Refunds (0)	\$0.00
Return Items (0)	\$0.00
Gift Cards (0)	\$0.00
Paid Outs (0)	\$0.00
First Clock In	9:00am
Averages	
Checks (106)	\$7.24
Guests (106)	\$7.24
Time	00:00:17
Checks	
Open	0
Reopened	0
Missing Bevs	0
Sales By Period	
Breakfast	\$55.23
Lunch	\$711.82
Dinner	\$0.00
Late Night	\$0.00
Items	
Out Of Stock	0
Countdown	0
Tracking	0
Variable Price (7)	\$7.36

Store Alerts

Current Date	02/16/2011
Business Date	02/16/2011
Last Batch	02/15/2011 (\$356.29)
Batch Time	Feb 16 2011 2:45AM
Deposit	\$0.00

[Overtime Warnings \(1\)](#)

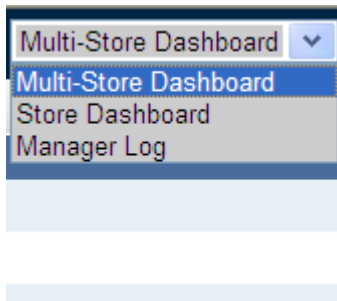
[On the Clock \(2\)](#)

[Cashier / Crew](#)

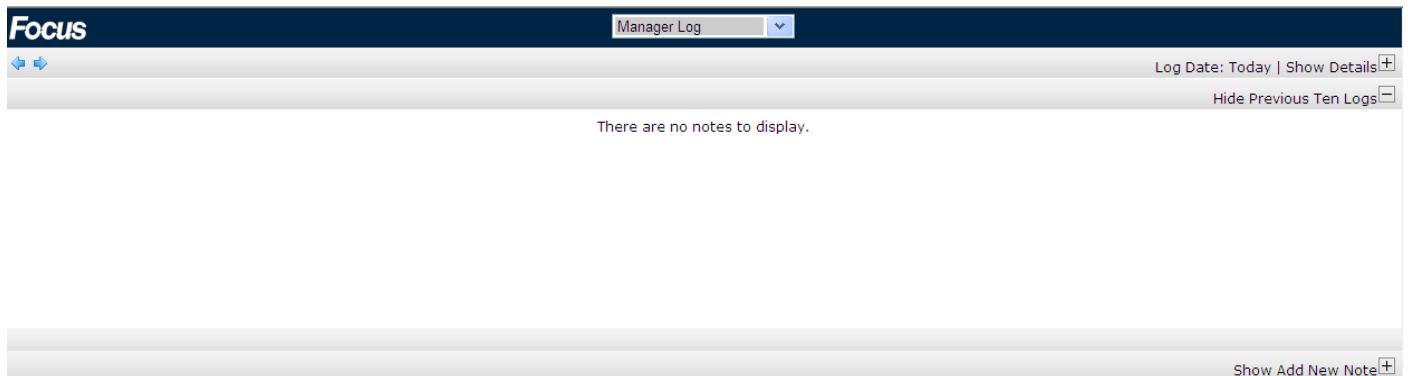
8. Select Net Sales to view sales by report group
 - Use the arrow keys to move to a previous date
 - Use Go back to return to Dashboard

Report Group	Units	Sales	% Sales
BL - Cld Sand	15	\$68.69	\$25.59
BL - Hot Sand	9	\$27.96	\$10.42
BL - Panini	5	\$19.52	\$7.27
BL - Spr Sand	5	\$22.57	\$8.41
BL - Salads	3	\$13.97	\$5.20
BL - Sides	30	\$17.72	\$6.60
BL - Combos	14	\$70.00	\$26.08
BL - Cpn Disc	15	(\$7.20)	(\$2.68)
BL - Desserts	14	\$4.12	\$1.53
BL - Cld Bevs	28	\$23.31	\$8.68
BL - Condiments	1	\$1.20	\$0.45
BL - Other	4	\$6.59	\$2.45

9. Select Discounts to view the check #, time, and \$amount of a discount
10. Select Re-open to view the check #, time, and \$amount of re-opened checks
11. Select Voids to view the check #, time, employee, and \$amount of a void
12. Select job code under Overtime Warning to view employees weekly hour total
13. Select On the Clock to view employees on the clock and clock in time
14. Always select Go Back to move back to the dashboard
15. Use drop-down to change Dashboard selection



16. The Manager Log can be used to Add Notes



17. Select Show Add New Note to enter information

- Use the Priority drop-down to select Low, Medium, or High
- Use the Weather drop-down to select from over 40 different weather scenarios
- Enter Notes

Hide Add New Note

Priority Low

Weather Not Available

Notes

Clear Save

18. Select Save; date and notes will be added to current log

	Date	Notes
	02/16	Great sales on a clear and SU...

19. To exit Mobile Focus close the webpage

SUPPORT

Technical Issues_____POSHelpNow; 877-811-3811

Login Issues_____Cynthia Keller; cakeller@kahalamgmt.com

Training_____Danielle Fontenot; dfontenot@kahalamgmt.com

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