



Back office

User Guide

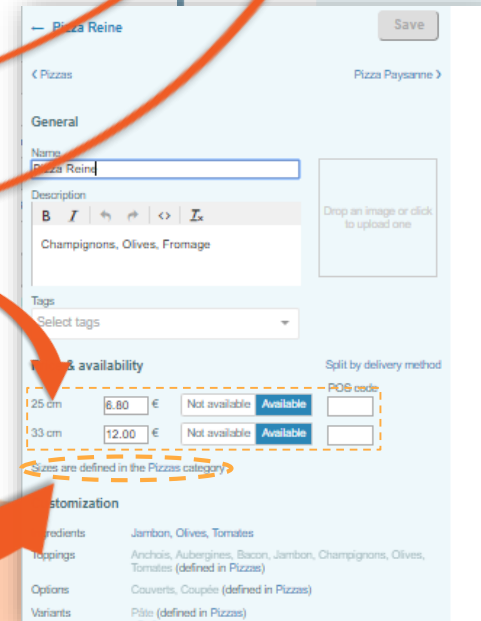
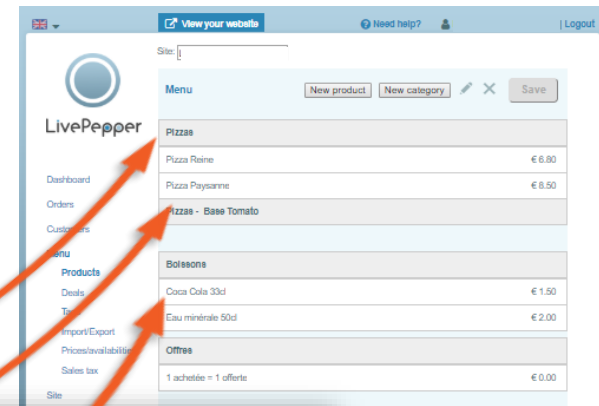


▶ **Product sizes**

Product sizes

1. Where do you enter product sizes?

- You can **enter the sizes** of your products at different levels in the **Menu** page:
 - for a **category**
 - for a **subcategory**
 - for a **product**
- If a **size already appears** on a product page or a subcategory, this is because **it has been entered at another level** (subcategory or category).
- The **level** at which the sizes are defined is indicated immediately **below the sizes**.



Product sizes

2. In the categories

- If a size is defined for a category, it will be applied to all the **subcategories** and **products** contained in that **category**.

In the example opposite, the "25 cm" and "33 cm" sizes have been defined for the "Pizzas" category. They thus apply to the two "Cream base" and "Tomato base" subcategories and, consequently, to the "Reine" and "Paysanne" pizzas.

- Note that, if a size is defined for a category, you will be **unable to add another size at the subcategory or product levels**.

The image displays two screenshots of the LivePepper admin interface. The top screenshot shows the 'Pizzas' category configuration page. The 'Price & availability' section is highlighted with a yellow dashed box, showing two size options: '25 cm' and '33 cm'. For each size, there are two buttons: 'Not available' and 'Available'. The 'Available' button for '25 cm' is highlighted with a blue box. The bottom screenshot shows the 'Menu' page with a list of products. The 'Pizzas' category is expanded, showing subcategories: 'Pizzas - Base Tomato', 'Bolesone', 'Coca Cola 33', and 'Offree'. The 'Coca Cola 33' product is highlighted with a blue box. Red arrows point from the text in the first screenshot to the 'Pizzas' category in the top screenshot and to the 'Pizzas - Base Tomato' subcategory in the bottom screenshot.

Size	Not available	Available
25 cm	Not available	Available
33 cm	Not available	Available

Category	Subcategory	Product	Price	
Pizzas	Pizzas - Base Tomato	Pizza Reine	€ 6.00	
		Pizza Paysanne	€ 6.50	
Bolesone	Coca Cola 33	Coca Cola 33	€ 1.50	
		Eau minérale 50cl	€ 2.00	
		Offree	1 achetée = 1 offerte	€ 0.00

Product sizes

3. In the subcategories

- If a size is defined for a subcategory, it will be applied to all the products contained in that subcategory.

In the example opposite, the "25 cm" and "33 cm" sizes have been defined for the "Tomato base" category, and thus apply only to the "Reine" and "Marguerita" pizzas.

- As before, if a size is defined for a subcategory, you will be unable to add another size at the product level.

The image displays two screenshots of the LivePepper admin interface, illustrating product configuration for pizzas. The top screenshot shows the configuration for the 'Pizzas' category, where the 'Price & availability' section is set to 'Available' for both 25 cm and 33 cm sizes. The bottom screenshot shows the configuration for the 'Pizzas - Base' subcategory, where the 'Price & availability' section is set to 'Not available' for both 25 cm and 33 cm sizes. A red arrow points from the 'Available' status in the top screenshot to the 'Not available' status in the bottom screenshot, indicating that the size is inherited from the subcategory. The 'Customization' section in both screenshots shows the same ingredients and toppings, but the 'Variants' section is empty in the bottom screenshot, suggesting that no additional sizes can be added at the product level.

Product sizes

4. How do you define product sizes?

- Before you start, **look carefully at all the available sizes available** within the same category of products.
- If possible, **enter them at the highest level possible: the main category.**

In the example opposite, the "Single size" and "33 cl" sizes have been entered for the "Drinks" category.

- **Tip:** if a product is not available in a given size, simply **specify the price** (or €0) and/or **change the size to "Not available"** to ensure that this product is **not displayed** on your online ordering site.

The image displays two screenshots of the LivePepper admin interface. The top screenshot shows the 'Boissons' category configuration page. The 'Price & availability' table is highlighted with a red dashed box and an arrow pointing to the bottom screenshot. The bottom screenshot shows the 'Coca Cola 33cl' product configuration page. The 'Price & availability' table is also highlighted with a red dashed box and an arrow pointing to the top screenshot. The 'Price & availability' table in both screenshots has the following structure:

Size	Price	Availability	Availability	POS code
(single size)	1.50 €	Not available	Available	
33 cl	0.00 €	Not available	Available	

Product sizes

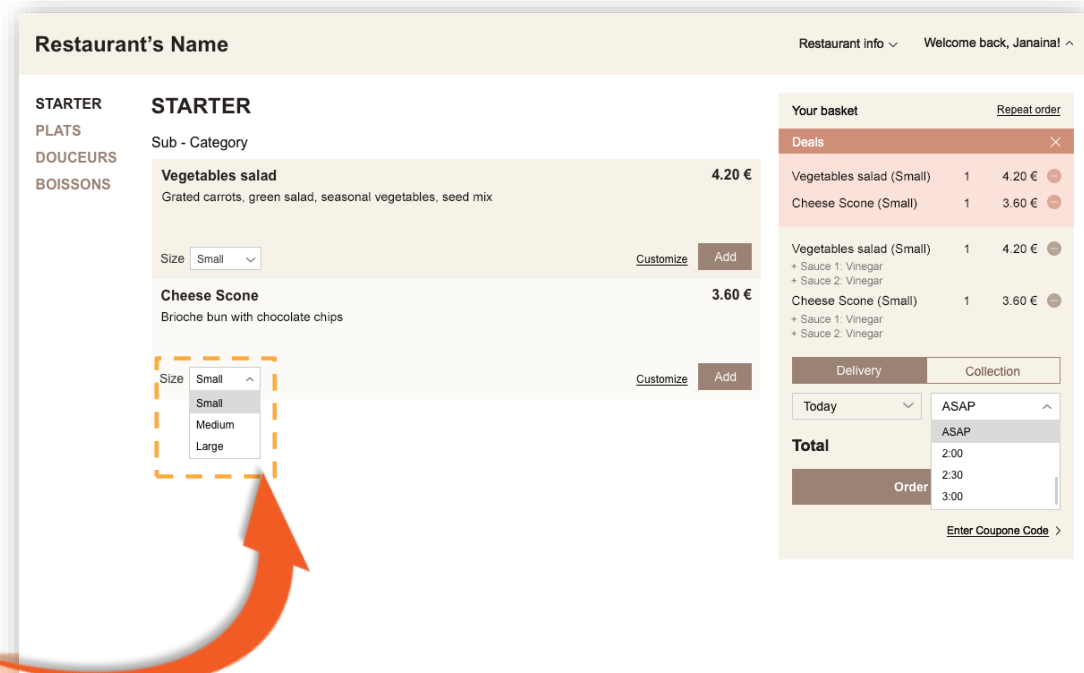
4. How do you define product sizes?

- You can **name your product sizes as you like**:

- 25 cm / 33 cm
- small / medium / large
- S / M / L / XL
- 33 cl / 50 cl / 1.5 l, etc.

- If possible, try to **combine your variables** to simplify your customers' browsing experience.

For example, if you offer pizzas in 2 sizes (small, large) with 2 different bases (thin, thick), you can create the following sizes: small thin / large thin / small thick / large thick.



The screenshot shows a restaurant ordering interface. The main menu is titled "STARTER" and includes categories like "PLATS", "DOUCEURS", and "BOISSONS". Two items are listed: "Vegetables salad" for 4.20 € and "Cheese Scone" for 3.60 €. Each item has a "Size" dropdown menu. The "Vegetables salad" size dropdown is highlighted with a dashed orange box, showing options for "Small", "Medium", and "Large". A large orange arrow points from this dropdown towards the basket summary on the right. The basket summary, titled "Your basket", lists the items and their prices: "Vegetables salad (Small)" for 4.20 € and "Cheese Scone (Small)" for 3.60 €. Below the basket, there are options for "Delivery" and "Collection", a "Total" section showing a price of 2:00, and an "Order" button. A "Repeat order" link is also visible.

Product sizes

5. Create your product sizes

- Position yourself on the **category, subcategory or product** concerned.
- Click **"Edit sizes"** in the **"Price & availability"** section.
- This will open a new **"Price & availability"** page.
- Double-click the **area with the dotted outline** (here, **"25 cm"**) to rename it.
- A new page is displayed. Enter the first size in the **"Name"** field.
- Click **"Save"**. This greys the button.
- Click the **back arrow** to **go back** to the **"Price & availability"** page.


➤ Remember to click "Save" each time you create a new element on your menu in order for your changes to be applied.

The screenshots illustrate the following steps:

- Accessing the **"Price & availability"** section for a product (e.g., Pizzas) and clicking **"Edit sizes"**.
- Opening the **"New size"** form where the size **"25 cm"** is entered in the **"Name"** field.
- Clicking **"Save"**, which results in a greyed-out button.
- Clicking the **back arrow** to return to the **"Price & availability"** page.

Product sizes

5. Create your product sizes

- In the **"Price & availability"** page, click the **"New size"** button.
- A new page is displayed. Enter the second size in the **"Name"** field.
- Click **"Save"**.
- You are taken back to the **"Price & availability"** page with the two sizes created.
- Proceed in the same way for the other sizes.
- Once you have finished, click the  **back arrow to go back to the Product page.**

➤ Remember to click "Save" each time you create a new element on your menu in order for your changes to be applied.

The screenshots illustrate the following steps:

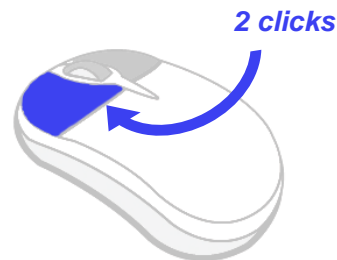
- Clicking the **"New size"** button in the **"Pizzas / Price & availability"** page.
- Entering the size name (e.g., **50 cm**) in the **"Name"** field on the **"Pizzas / Price & availability / New size"** page.
- Clicking the **"Save"** button to confirm the new size.
- Clicking the **back arrow** to return to the **"Pizzas / Price & availability"** page, where the new size is now listed alongside the existing ones (25 cm and 33 cm).

▶ **Browsing tools**

► Browsing tools

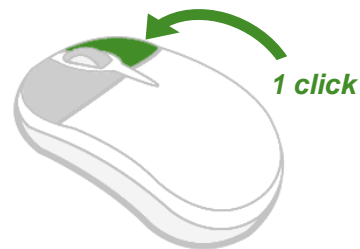
1. Double click

- To double-click, **click the left mouse button twice in quick succession.**



2. Right click

- To right-click, **click the right mouse button once.**



3. Scroll

- To scroll up or down a page, **turn the mouse wheel at the centre of your mouse in the corresponding direction.**



► Browsing tools

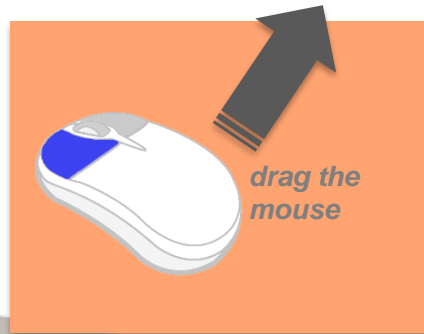
4. Drag & drop

- To drag & drop an element:
 - **click AND hold the left mouse button;**
 - **drag the mouse** to the appropriate location;
 - **release the left mouse button.**

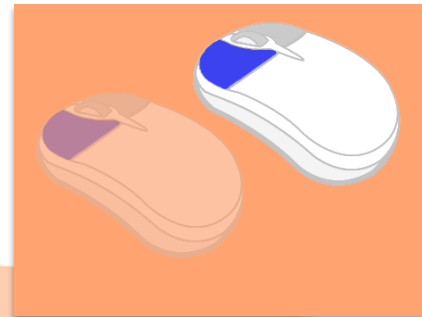
STEP 1



STEP 2



STEP 2 (b)



STEP 3

