LivePepper

LivePepper

Back Office

User Guide

LivePepper

Product categories and subcategories

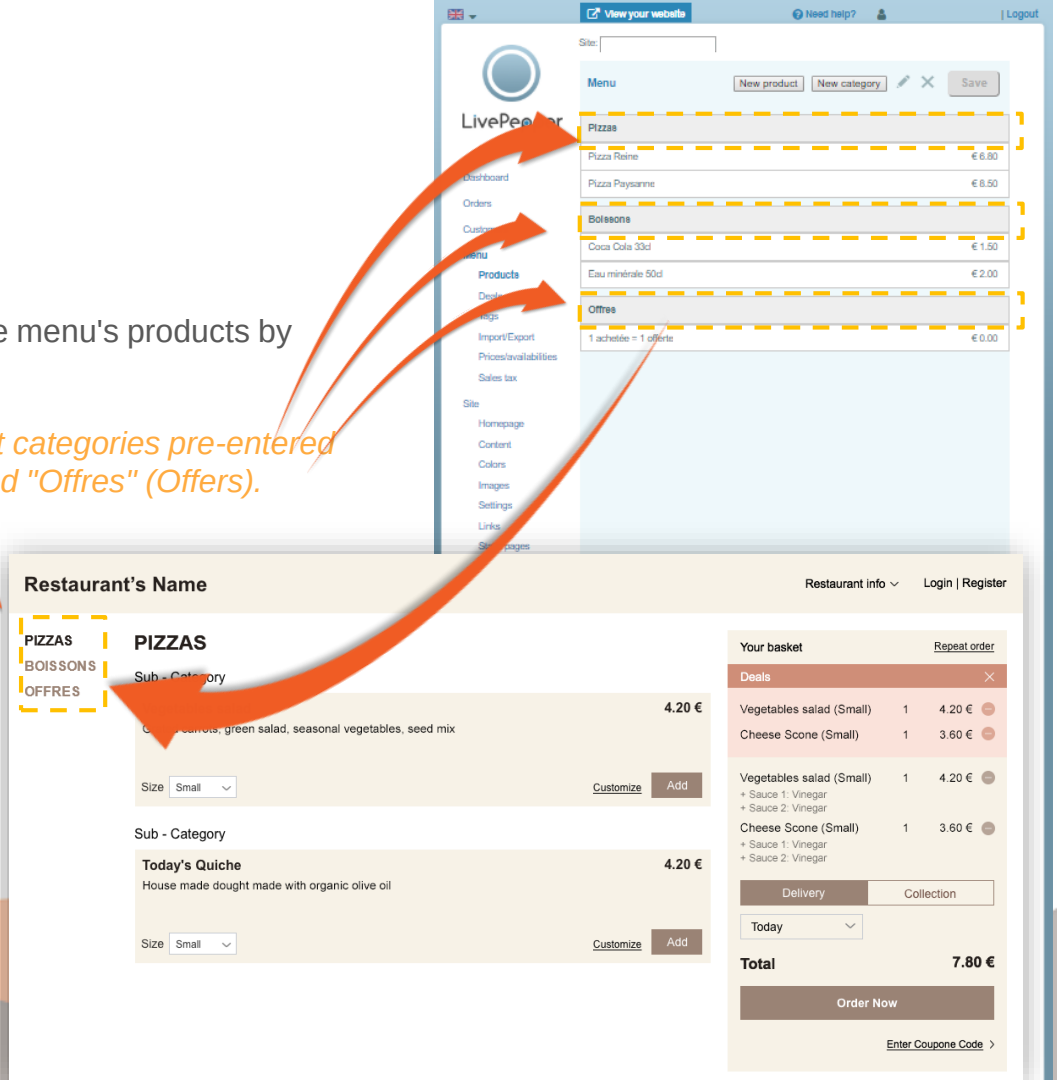
Categories

What does this involve?

- You can organize and **classify** your online menu's products by **category and subcategory**.

  Here, for example, there are three product categories pre-entered by default: "Pizza", "Boissons" (Drinks) and "Offres" (Offers).

- The product ***"categories"*** correspond to your **main menu** and are accessible from any product page on the online ordering site.



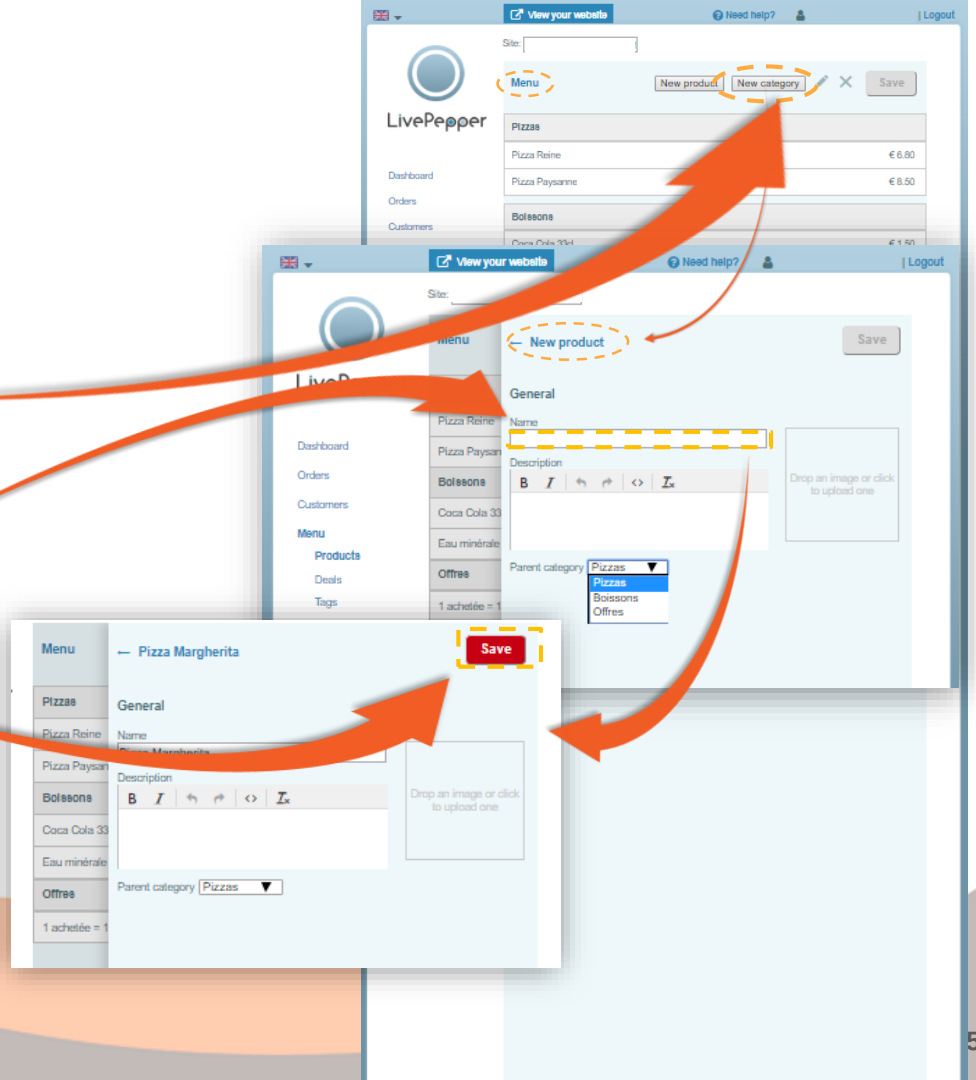
➢ *Preview of the product page for LivePepper Theme 1*

Creating a category

In the ***"Menu"*** page:

- click ***"New category"***.
- a ***"New product"*** page is displayed.
- enter *(at least)* the **name** you wish to give to your category.
- click ***"Save"***.

➢ *Remember to click "Save" each time you create or modify an element on your menu in order for your changes to be applied.*

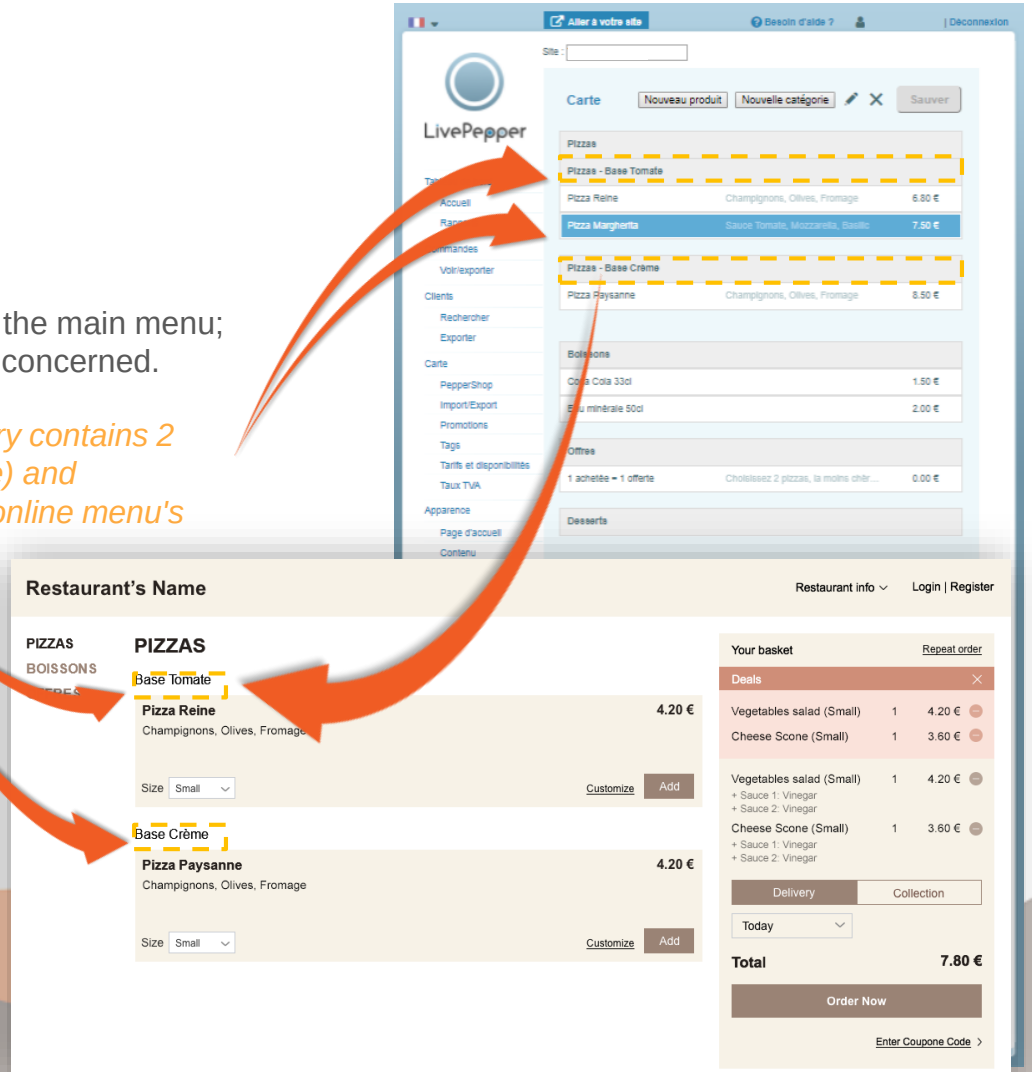


Subcategories

What does this involve?

- Product ***"subcategories"*** do not appear on the main menu; they are visible only on the "Products" page concerned.

  In the example opposite, the "Pizza" category contains 2 subcategories: "Base Tomate" (tomato base) and "Base Crème" (cream base), visible on the online menu's "Pizzas" page.



➢ *Preview of the "Pizza" product page for LivePepper Theme 1*

Creating a subcategory

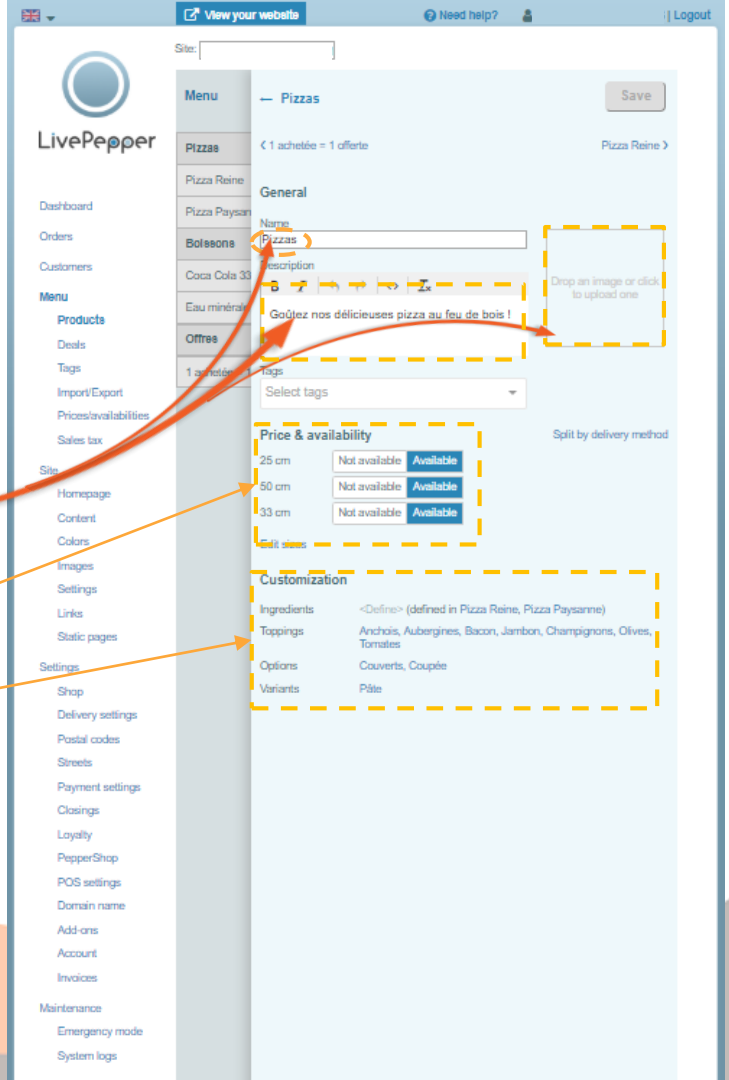
As with categories, in the ***"Menu"*** page:

- click ***"New category"***.
- a ***"New product"*** page is displayed.
- enter *(at least)* the **name** you wish to give to your subcategory.
- select the **category** to which it belongs.
- click the ***"Save"*** button, now enabled.

➢ *Remember to click **"Save"** each time you create or modify an element on your menu in order for your changes to be applied.*

Configuring the categories and subcategories

- Double-click the line of the **category** concerned to see its **description** and the corresponding **settings**.
- A product category may contain:
  - a **name** *(mandatory)*
  - a **description**
  - a **photo**
- For all products within the same category or subcategory, you can apply the same:
  - **sizes**
  - **toppings**
  - **options**
  - **variants**



LivePepper

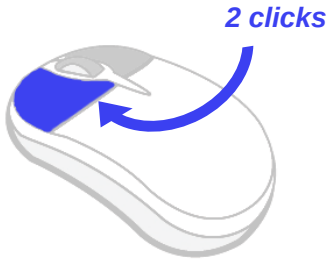
Browsing tools

► Browsing tools

LivePepper

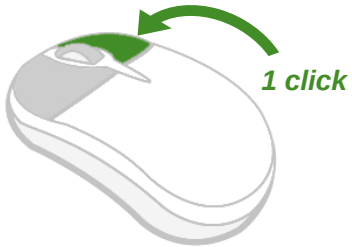
1. **Double click**

   - 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.