



Back Office

User Guide

- ▶ **Adding ingredients, options, toppings and variants**

What does this involve?

Variants	This involves allowing the customer to choose between one or more possible variants of a given product. <i>For example: BBQ sauce, Tomato sauce, etc.</i> Variants may entail a supplement.
Ingredients	This involves allowing customers to deselect one or more ingredients which they don't like or to which they may be allergic. <i>For example: mozzarella, basil</i>
Toppings	This involves adding extra ingredients (i.e. toppings). <i>For example: peppers, onions, ham, dried tomatoes, etc.</i> Checkboxes are associated with the various toppings, which may entail an additional charge. Users may check as many boxes as they like.
Options	This involves offering the customer one or more non-compulsory options. <i>For example: gluten free, pre-sliced, etc.</i> Checkboxes are associated with the various options and may entail an additional charge. Users may check as many boxes as they like.

The screenshot shows a mobile application interface for ordering a 'Vegetables salad'. At the top right, the price is 4.20 €. Below the title is a small image of the salad in a glass bowl with a fork and knife. Underneath the image, there is a description: 'Sunflower seeds and other seeds. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Praesent nisl odio, condimentum auctor elementum nec, aliquet ut eros. Quisque agestas urna eget massa interdum aliquet.' Below the description are controls for 'Quantity' (set to 1) and 'Size' (set to Small). The interface is divided into sections: 'Sauce' with buttons for 'BBQ' and 'Tomato'; 'Ingredients' with checkboxes for 'Tomato base', 'Bufala mozzarella', and 'Basil'; 'Toppings' with a grid of 12 items, each with a checkbox and a price of 2.00 €; and 'Options' with checkboxes for 'Gluten free £ 3.00', 'Sliced', and 'Extra crispy'. At the bottom, there are 'Cancel' and 'Order Now' buttons.

Implementation

Your online menu breaks down into several product **categories**.

If all the products within a same category are concerned by the same variants, toppings and/or options, the operation **must be performed directly on the category concerned**, otherwise directly on the product concerned if specific to that product (this is the case, for example, with the **Ingredients**, which are specific to each product).

Implementation

Proceed as follows in your LivePepper back office:

- In the column on the left, go to **Menu > Products**.
- Double-click the Category concerned.
- You can configure the ingredients, toppings, options and variants by clicking **Define** for each.
- A new pop-up window opens.

The operation to be performed next is the same regardless of whether it concerns the ingredients, toppings, options or variants.

The screenshot displays the LivePepper back office interface. On the left is a navigation sidebar with categories like Dashboard, Orders, Customers, Menu, Site, and Settings. The 'Menu' section is expanded to show 'Pizzas'. The main content area is titled 'Pizzas' and includes a 'Save' button. Below the title, there are sections for 'General', 'Price & availability', and 'Customization'. The 'General' section has a 'Name' field containing 'Pizzas' and a 'Description' field with the text 'Goûtez nos délicieuses pizza au feu de bois !'. The 'Price & availability' section shows three size options (25 cm, 50 cm, 33 cm) with 'Available' buttons selected. The 'Customization' section is highlighted with a red box and contains a table of configuration options:

Ingredients	<Define> (defined in Pizza Reine, Pizza Paysanne)
Toppings	Anchois, Aubergines, Bacon, Jambon, Champignons, Olives, Tomates
Options	Couverts, Coupée
Variants	Pâte

Implementation

To add an item in the ingredients:

- Enter the name of the item in the **Name** field.
- You can also add a **price** if the added ingredient entails a supplement, and dissociate the delivery methods.
- Click **Save**.

Site:

← Pizza R ← Pizza Reine / Ingredients / Olives Save

← Jambon Tomates >

Name

Price & availability Split by delivery method

Size	Price	Not available	Available	POS code
25 cm	<input type="text" value="0.00"/> €	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text"/>
50 cm	<input type="text" value="0.00"/> €	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text"/>
33 cm	<input type="text" value="0.00"/> €	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text"/>

- The window closes and you go back to the previous step.
- Here, to add a new item in addition to "Olives", click on **Olives**.

← Pizza Reine Save

← Pizzas Pizza Paysanne >

General

Name

Description

Tags

Price & availability Split by delivery method

Size	Price	Not available	Available	POS code
25 cm	<input type="text" value="6.80"/> €	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text"/>
50 cm	<input type="text" value="0.00"/> €	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text"/>
33 cm	<input type="text" value="12.00"/> €	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text"/>

Sizes are defined in the Pizzas category

Customization

Ingredients Jambon **Olives** Tomates

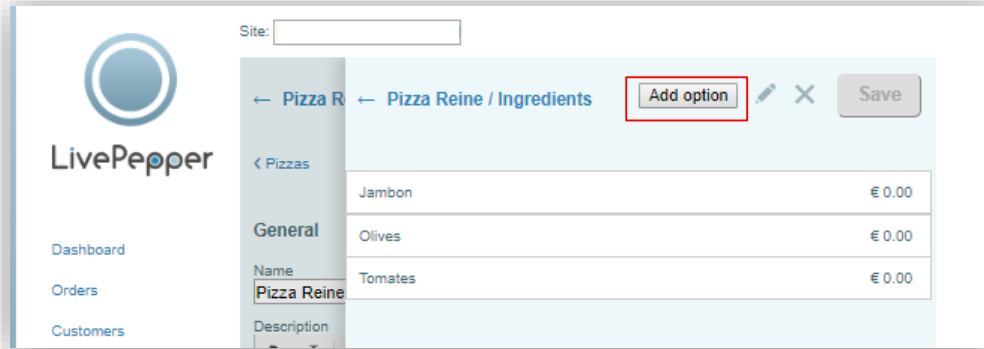
Toppings Anchois, Aubergines, Bacon, Jambon, Champignons, Olives, Tomates (defined in Pizzas)

Options Couverts, Coupée (defined in Pizzas)

Variants Pâte (defined in Pizzas)

Implementation

- Click on **Add option**.



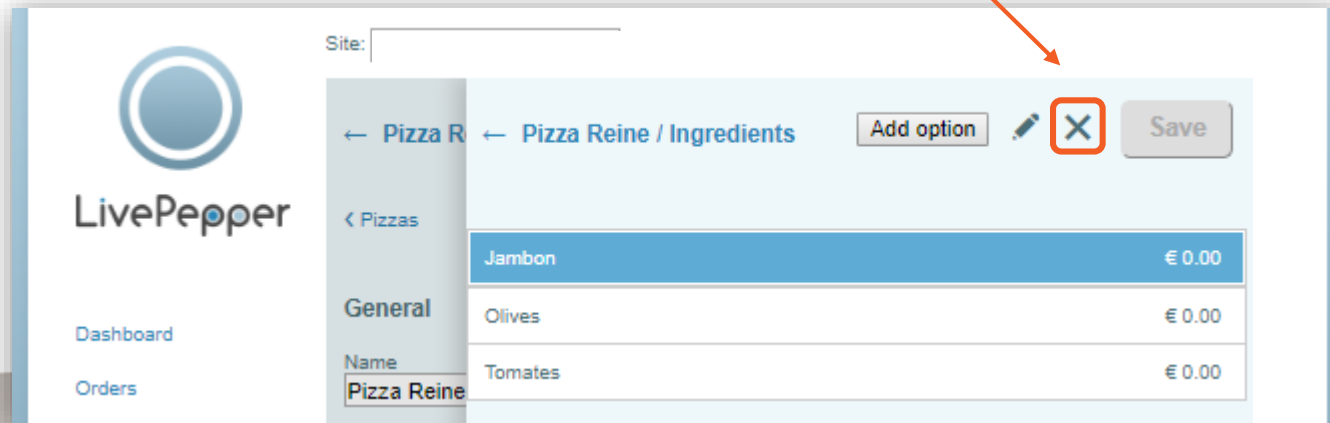
Then, as before:

- Enter the name of the item in the **Name** field.
- You can also add a **price** if the added ingredient entails a supplement.
- Click **Save**.



Modification/Removal

To modify or remove one of the items entered in the ingredients, toppings, options or variants:

- Double-click the **Category** concerned.
- Click on the list of items opposite **Ingredients** / **Toppings** / **Options** / **Variants**.
- Double-click the item to modify it.
- Select the item and click the **cross** to remove it.



Site:

← Pizza Reine ← Pizza Reine / Ingredients  

< Pizzas

Jambon	€ 0.00
Olives	€ 0.00
Tomates	€ 0.00

General

Name
Pizza Reine

Toppings

Specificity concerning toppings: when you add an item, you are asked whether you want to do a **quick copy**.

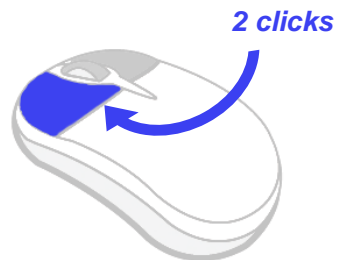
This quick copy allows you, if you decide to modify the price of Olives, for example, to apply this change to all products on which this topping is available.

▶ **Browsing tools**

► Browsing tools

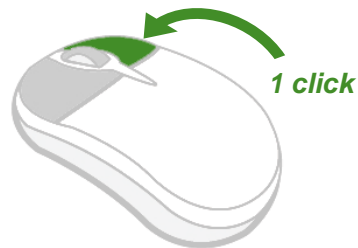
1. Double click

- 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.**

