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# Eat Out To Help Out Script

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## Table of Contents

<b>Eat Out To Help Out Script</b> .....	1
<i><b>Prerequisites</b></i> .....	1
<i><b>Set-Up</b></i> .....	1
<i><b>Settings Menu</b></i> .....	2
<i><b>Workflow</b></i> .....	2
<i><b>Reporting</b></i> .....	3

# Eat Out To Help Out Script

This script handles the government's Eat Out To Help Out scheme which offers a discount on eating out. Full info can be found here:

<https://www.gov.uk/government/publications/get-more-information-about-the-eat-out-to-help-out-scheme/get-more-information-about-the-eat-out-to-help-out-scheme>

The key bits of information that directly affect the script are:

1. The discount is only available on Monday-Wednesday during August 2020. The script will not work outside of August 2020 so you don't need to rush removing this script from your customer's tills.
2. 50% discount up to a maximum of £10 per person, to diners for food or non-alcoholic drinks to eat or drink in (Not takeaway).
3. Alcohol and service charge are excluded from the offer.
4. VAT is still based on the full amount of the sale and not just the discounted amount.

This script mirrors the set up for TouchTakeaway in that you need to assign a selective itemiser to the PLUs that are included in the offer. If a PLU does not have the selective itemiser set then it will not be included in the sales eligible discount value.

## Prerequisites

Fixed Totaliser records 130, 131 and 132 need to be available. If not please contact Support.

Up to date ETAL libraries are needed (Go to PGM 5 | Check For Update | type in 'etallib' and press enter | restart till).

## Set-Up

Since the full value of the sale needs to be taxable we cannot process the discounted value as a discount amount. Instead there are two options you can use to process the discount:

1. **Finalise Key:** This should be used in a majority of cases. The value will be sent to it's own finalise key leaving the remaining balance to be finalised as normal. Create a new finalise key for your Eat Out to Help Out discount, name it something which clearly shows the customer what it is on the receipt eg *Eat Out To Help Out Disc*. The key must be set to go to a different *in drawer* total to distinguish it from your cash and card totals etc. The key must have *Inhibit Partial Tendering* set to NO. This key should **not** go on your keyboard.
2. **Deposit Transaction Key:** This should be used if your site is using PocketTouch as it means that the discount amount can be saved to the table and then when opened on PocketTouch the discount will have been applied. It is important that this is processed at the end of the sale as adding extra items after the discount has been applied will result in items not being included.

Create a new deposit transaction key for your Eat Out to Help Out discount, name it something which clearly shows the customer what it is on the receipt eg *Eat Out To Help Out Disc*. This key should **not** go on your keyboard. When you set up your deposit key you must set a **Preset In Drawer Totaliser**, set it to something different to your normal cash/ card drawers so it is unique. Note that using this method will mean that you need to rely on the fixed totalisers we have created on the Z report from TouchPoint. There will not be a TouchOffice Web report for this method.

Complete the settings menu below.

## Settings Menu

Setting:	Description:
Enable Script?	Enables / disables the script
Disable private parties/functions prompt	If the sale is part of a private party, functions or event it is not eligible for the discount. If the site never does private parties then you can use this setting to disable the prompt on each sale. If the site does do private parties then you should leave this on.
Include PLUs with Selective Itemiser	Any PLU with this Selective Itemiser against it will be included in the discount.
Use Deposit Key for Discount? (else finalise key)	Set this to YES (use deposit key) if your site is using PocketTouch. Otherwise leave this as NO
Set Finalise Key for Discounted Value	If you are using the finalise key method set in the above setting then you need to add the Eat Out To Help Out finalise key you have already created here.
Set Deposit Key for Discounted Value	If you are using the deposit key method then you need to add the deposit transaction key you have already created here.

## Workflow

When the sale is ready to be finalised the user will need to press Subtotal. Any split bills will need to have been completed already. The script will then do some checks to ensure it Monday-Wednesday/August 2020 and that there is no Takeaway key present in the sale. It will also ask the user if the sale is part of a function or private event as this is not included however this setting can be turned of in prog 3.

If the above is all eligible then the script will check through the sale adding the net price of any eligible PLUs. Any PLUs which are not included in your selective itemiser will not be included at this point.

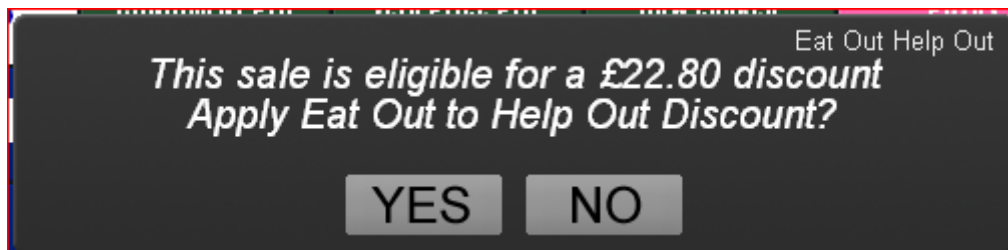
If the sale does not have any covers attributed to it already then the script will ask for the number of covers.

If the value of the eligible PLUs is greater than £20 per person then the script will allocate a discount of £10 per person as this is the maximum allowed.

If the value of the eligible PLUs is LESS than £20 per person then the script will allocate a 50%

discount per person.

**Finalise Key Method:** This discount will then be sent to the Eat Out to Help Out finalise key you have set up. At this point the sale will be in finalisation and no other changes can be made to the sale. In order to ensure this is not done accidentally before the user is ready we will display this message:



This serves two purposes:

1. Allows the user to back out without accidentally finalising the sale before they are ready.
2. Clearly shows the discount so they can tell their customer.

Selecting NO will stop the process and they can carry on as normal. Selecting YES will apply the discount to the finalise key and leave the remaining balance to be finalised as normal to cash or card.

**Deposit Key Method:** This discount will be sent to the deposit key you have set in program 3. This can only be done once and must be done at the end of the sale. A warning will be displayed to alert the user and also to give them the opportunity to cancel the discount until later. Once this has been applied then the sale can be stored to the table and opened on PocketTouch to be finalised at the table.

## Reporting

For each day you're using the scheme, you must keep records of:

- Total number of people who have used the scheme in your establishment.
- Total value of transactions under the scheme.
- Total amount of discounts you've given.

The script will create 3 new fixed totalisers in fixed totaliser records 130, 131 & 132. Ensure these are available, if not please contact Support:

- Eat Out Help Out Covers
- Eat Out Total Value
- Eat Out Total Discount

These will be reported on the Z report each day when the period 1 report is run. You'll need to ensure you have fixed totalisers included on your batch reports in prog 3. This report can also be viewed in TOW under Till Reports.

If you are using the finalise key method then there will be a report on TouchOffice Web.