

Tip Out Use Cases Research 現有功能涵蓋情境及使用問題

1. 企台从个人销售报表中分自己消费税前总营业的百分比给公司

Based on staff performance Net sales %.

Ex: staff A has made 3,000 net sales today, and will take 10% with him which will be 300. (does role matter?)

A: Doesn't need tip out feature, unless it is used for tip sharing.

個人覺得這不是一個完整場景，企台直接提交10%稅前營業給公司如果是單一場景那只需在staff performance中計算就行。但如果是為了無法管控的cash tips而統一上交一個估值作為共享小費tip sharing使用便可使用 tip out tool- tip sharing, collected from server of 10% net sales to "Boss" or "Merchant" 或是直接看分享對象做設定。

2. 企台从个人销售报表中分酒水的总营业的百分比，交给工厂的bartender，这个bartender团体共享的所有企台從個人報表的酒水部分（需要能夠以menugroup分開顯示）提出%給bartender share.

Server share X% of drinks(menu) sales for bartender group to split.

A: Typical tip sharing case. The tip out tool can cover this case by setting up the tip sharing rule. However, the way how bartender group split can not be modified, we now only have split evenly or based on working hours.

典型共享小費的例子，目前的設計可以實現此場景需求，將酒水營業額比例從服務員身上收集起來後分給酒保，但目前酒保們分配此額度的方式只有直接平分或是照工時分配。

3. 企台个人销售报表中Hibachi区域的总营业额的百分比，企台从自己的小费中分出交给Hibachi师傅们（团体共享）

Server share X% of Hibachi(area) sales for Hibachi chef group to split.

A: Typical tip sharing case. The tip out tool can cover this case by setting up the tip sharing rule. However, the way how Hibachi chef group split can not be modified, we now only have split evenly or based on working hours.

典型共享小費的例子，目前的設計可以實現此場景需求，將鐵板區域營業額比例從服務員身上收集起來後分給鐵板師傅，但目前師傅們分配此額度的方式只有直接平分或是照工時分配。

4. 企台个人销售报表中Dine in区域的sushi的总营业额的百分比,企台从自己的小费中分出交给所有Sushi师傅们（团体共享）

Server share X% of Dine in(area) and Sushi(menu) sales for Sushi chef group to split.

A: Typical tip sharing case. The tip out tool can cover this case by setting up the tip sharing rule. However, the way how Sushi chef group split can not be modified, we now only have split evenly or based on working hours.

典型共享小費的例子，目前的設計可以實現此場景需求，內用區域交集壽司菜單的營業額比例從服務員身上收集起來後分給壽司師傅，但目前師傅們分配此額度的方式只有直接平分或是照工時分配。

5. 企台上交个人总小费中百分比的信用卡小费给公司。

Server submit % of the credit card tips to the company.

A: Not really relate with tip out. The case usually used to cover the transaction fees of the credit card tips. However, using the tip pool and set the base to 98% of CC tips, then distribute 100% to server can save a lot of efforts.

與tip out無關，基於總小費計算方式有不同理解。像是要企臺們繳回信用卡小費的手續費2%。但是如果將tip pool的base自定義為98% of credit card tips，然後distribute 時一樣只給到server role可節省不少來回成本於此單一場景。

6. 铁板企台与铁板师傅平分一半小费

Hibachi server share the half of the tips with the Hibachi chef.

A: There are different ways to complete this. Tip sharing can easily cover it. Collect 50% total tips on all area from "Hibachi server"(need this role) and share to Hibachi chef.

有多種方式可達成，小費共享可涵蓋此場景，將鐵板服務員的50%小費（於所有區域和菜單）分給鐵板師傅。此處特別提到鐵板服務員意為餐廳內需設置此角色。

7. sushi bar区域，企台与sushi 师傅各自平分一半小费，其他剩余的普通dine in 区域 企台独自享有。

Sushi bar server share the half of the tips of sushi area with the sushi chef, and keep the rest for the other area.

A: Similar to 6. but only share the sushi area's tips with chef. Set up the tip sharing rule collect 50% of tips at sushi bar area and distribute to sushi chef.

類似上一個情境，小費共享可涵蓋此場景，將服務員於壽司吧台的50%小費分給壽司師傅。

8. 如果存在busboy或者经理参与小费的分成中，分成比例还要调整，分成比例通常是按照

- 1.每个区域总营业额的百分比分给不同区域的员工，
- 2.或者按照每个区域消费总金额的百分比分给不同区域的员工

If there are more roles participate in the tip sharing. Every area sales'(grand total or net sales) % distribute to staff in certain areas.

A: **Need to add the options of involving area sales** when customizing pool base on tip out pool settings. Set up the area sales % for the tip pool base and distribute to the roles as you want.

需要在客製化小費池基數時增加區域選項。接著只要在設定基數時選取對應區域銷售再依喜好分配至各角色即可。

9. 有个铁板店，要求小费分给铁板师5.5%（不含酒水），分给passer 0.05%(含酒水)，铁板师的就是出来一个总数，几个上班的平分就可以了， passer 只有一个人，但分AM班跟PM班，系统要算出来AM跟PM分别是多少钱

Tips out应用场景1：

企台打私产，从自己的小费中分出这些钱给公司不同部门的同事

- 1.企台上交**税前总营业额**的1%，给到公司
- 2.企台上交所有酒水的**税前总营业额**的4%，给到bartender们（团队share）
- 3.企台上交hibachi区域的**税前总营业额**的8%，给到hibachi师傅们（团队share）
- 4.企台上交dine in 区域的sushi 餐的**税前总营业额**的4%，给到sushi师傅们（团队share）

Assuming the sales is \$10,000; drink sales is \$2,000; hibachi area sales is \$1,000; dine in area sushi sales is \$500, and the credit tips is \$1,000; cash tips \$unknown

1. set up a sharing rule take 1% of \$10,000 to the boss/ company: \$100
2. set up the sharing rule take 4% of \$2,000 to bartenders: \$80
3. set up the sharing rule take 8% of \$1,000 to hibachi chef: \$80
4. set up the sharing rule take 4% of \$500 to sushi chef: \$20

so the server can keep whatever they got from the cash tips which is not trackable, and the credit tips that they are sharing is gonna be \$1,000- \$100- \$80- \$80- \$20= \$720

Tips out应用场景2：場景一和二不共存

企台打私产，从自己的小费中分出这些钱给公司不同部门的同事(總小費的計算無法精準取得cash tips總數)

- 1.企台上交自己**总小费**的6%给sushi bar
- 2.企台上交自己**总小费**的3.15%给bartender
- 3.企台上交自己**总小费**的10.85%给runner

Assuming the credit tips is \$1,000; cash tips \$unknown

1. set up a sharing rule take 6% of \$1,000 to the sushi bar chef: \$60
2. set up the sharing rule take 3.15% of \$1,000 to bartenders: \$31.5
3. set up the sharing rule take 10.85% of \$1,000 to the runner: \$108.5

so the server can keep whatever they got from the cash tips which is not trackable, and the credit tips that they are sharing is gonna be \$1,000- \$60- \$31.5- \$108.5= \$800

*does every rule base on the same base or they are overlapping to each other?

Constrains

1. The current system can not support having area and menugroup as the base.

現在系統無法同時支持規則中以區域加上菜單別來計算。但目前無遇到相關需求。

Fixed in new design

1. The current system can only have one calculation base for all the rules(based on net sale, grand total, gratuities...ect).

現有系統只能以一個基準來計算所有規則，如基於稅前營業額、基於加收小費...等等。

Fixed in new design

1. The current system can only choose one menugroup at a time for a rule(there is allgroups, but can not be selected), in which we have to make multiple rules for each group.

現有系統在制定菜單類別規則時一次只能只定一種菜單種類，無法指定所有菜單，必須要單獨設立，較不方便。

Fixed in new design

Need to add area selection at tip pool base to accomplish this scenario

Need to add distribute to at sharing to(?)

Count the working hour in(switch)

Single store selection

5/26 Updates

Udate scenario:

Server keeps all the cash tips, and submit the cash bills amount everyday. The boss distribute the tipout base on menu - Chinese food(5%), sushi menu(4%), bar menu(3%) and gives to servers every two weeks with payroll.

每個起台的現金小費都是個人的入帳，老闆不管，每日上交現金的帳單（此數字在報表上會有：個人現金payments）。老闆每兩週根據比例分配不同菜單類別上的營業收入作為PayRoll上的明細和薪資一起發放。例如中餐菜單的5%，壽司菜單的4%，吧台菜單的3%。

Ex:

There are staff A,B,C,D(servers)

A makes \$10,000 sales(C-Chinese Food: \$4,000, S-Sushi bar: \$3,000, B-Bar: \$3,000)

B makes \$20,000 sales(C:\$10,000, S:\$5,000, B:\$5,000)

C makes \$10,000 sales(C:\$3,000, S:\$4,000, B:\$3,000)

D makes \$12,000 sales(C:\$3,600, S:\$4,400, B:\$4,000)

有四個員工：A、B、C、D均為服務員。

A做了\$10,000的銷售（其中中餐為\$4,000，壽司菜單的有\$3,000，酒吧\$3,000）

B做了\$20,000的銷售（其中中餐為\$10,000，壽司菜單的有\$5,000，酒吧\$5,000）

C做了\$10,000的銷售（其中中餐為\$3,000，壽司菜單的有\$4,000，酒吧\$3,000）

D做了\$10,000的銷售（其中中餐為\$3,600，壽司菜單的有\$4,400，酒吧\$4,000）

The final tipout results will be:

最終的計算方式如下：

A → Chinese food: $\$4,000 \times 5\% = \200 ,

Sushi bar: $\$3,000 \times 4\% = \120 ,

Bar: $\$3,000 \times 3\% = \90 . Total = \$410(A拿\$410)

B → $\$500 + \$200 + \$150 = \850 (B拿\$850)

C → $\$150 + \$160 + \$90 = \400 (C拿\$400)

D → $\$180 + \$176 + \$120 = \476 (D拿\$476)

Updates: After the discussion and research, this is not part of Tipout, we just need to pull out the sales by menu group for each staff and distribute the portions base on that.

此情境其實不可算為Tipout，tipout用於共產，此場景屬於私產計算，過去用戶可能多為自己手動計算，但希望我們能提供相關功能以便查看。

Proposal 1.

We can generate the CSV file of the menu groups(categories) sales for each staff. Then users can use excel for the rest calculations.

可以提供導出CSV報表，依照個員工在每個menu groups / categories的sales展開。使用者可以依此在excel上面做對應計算得出結果。或是一個計算機小工具，讓使用者可以簡單的輸入算式得出最終結果。

Proposal 2.

Extend the tipout tool. Add section "personal tips" and have this process set up there. The out come will apply to tipout report in summary.

擴充雲tipout工具，增加“私產”項目流程設定，結果會直接反映在tipout報表上。

6/19 updates

The "Tip Out" here as the client (Amber) described, is the amount that she wants to take away from servers. And how she is going to distribute this amount is not the matter in this case. The "Out" amount is processed as I record above. The differences is this amount is not given to the server.

此客戶的Tipout（依客戶習慣稱呼）所認知的意思為將計算出的金額從給到服務員的Payroll（wage + cc tips）中扣除，作為商家保留金額，至於此金額是否給到後廚、酒保...等等，如何分配，則不是我方需要關心的。此Tipout計算方式如同上次描述，唯一差別是此金額非給予，而是扣除。

Based on the description, the requirements will be:

1. Generate the daily(period) records for each employee(server) that has Cash payment sales(total cash payment- cash tips), Tipout(deducted amount), CC tips, and sales breakdown by menugroups.

一份依個人為單位的報表(一日、一週、兩週)，其中包含其現金銷售額(總現金應收金額減去現金小費)、Tipout(小費提呈)、信用卡小費、菜單組銷售分佈(可帶上其小費扣除額)。

Ex:

Staff	Total sales	Sushi Bar (10%)	Kitchen (10%)	Bar(8%)	Cash on hand	Total Tipouts	Cc Tips	Owe house
A	\$1,000	\$500(\$50)	\$400(\$40)	\$100(\$8)	\$500	\$98	\$105	\$598
B	\$1,800	\$500(\$50)	\$800(\$80)	\$500(\$40)	\$700	\$170	\$190	\$870
C	\$1,800	\$800(\$80)	\$900(\$90)	\$100(\$8)	\$700	\$178	\$140	\$878

2. Create an interface where the client can edit the % of each menugroup's tipout portion. The changes should be applied immediately, and the history results should be keep as a snapshot.

需要有一個介面可以讓用戶可以輸入各菜品組佔比，並立即生效，且過去歷史紀錄需保留。

3. The accounting need to know the info for creating the payroll bi-weekly: Total work hours, overtime hours, total cc tips, total tipout 每兩週一次的薪資條中我方需要提供會計以員工為單位的以下資訊：總工時、總超時工時、總信用卡小費、總小費提呈(tipout)。

Solution:

Tip sharing process:

1. Create the sharing rules

創造小費分享規則。

Tip Sharing Create

Rule Name : Merchant : Effective Date : Created Date : Creator :

click create to create the sharing rules

2. Fill out the info. In this case, we set up the first rule "Sushi Bar 3% to house".

填寫基本資訊，此例中我們先創造第一個規則："壽司吧3%上交"

Rule Name:

Store:

Start / Effective Date:

End Date:

3. The next step will be setting up the rule details. In this case, we want to collect from server, base on the 3% of net sales on menu "Japanese Menu" (can choose multiple), and the collections will be share to "The House"(Need to add this into system).

下一步驟為設置規則細節，在這個例子中，我們想將服務員在壽司菜單的3%銷售額上繳給店家，因此我們收集對象選擇角色"服務員"，基數就填入3%的"日餐"菜單(JapaneseMenu)銷售額(net sales)，至於分享對象則選擇"商家"(house)。

Collect from:

Based on:

Portions
 % Of

Share To:

4. The last step is set up the distribution portion. In this case, "House" is the only one we share to under this rule, so we put 100% of the sharing to the house, and we don't want to involve working hour in this case.

最後一個步驟是設置分享對象的比例，在這個例子裡，"商家"是我們唯一的分享對象，因此只要將100%的分享結果都指向商家即可，而工時也不在我們的例子考量中，因此不要勾選。

Distribution Sets

Roles	Distribution weight	Percentage
House	<input type="button" value="-"/> 1 <input type="button" value="+"/>	<input type="text" value="100.00"/> %

Involve Working Hours

Repeating the steps upon to set up the rest of rules if you want the different % on different menu group to be shared. And that's it! after we completed the set up, we can then go to report page and check out the results.

重複以上操作，設置其餘規則，若想要不同的菜單帶有不同比例的分配則要設置多個規則，完成後便可至報表查看結果。

Tip Sharing

[Create](#)

Rule Name	Merchant	Effective Date	Created Date	Creator		
Bar 5% to house	Menusifu M1 Flushing NY 11355	2023/06/20	2023/06/20	Wilson Kuo	Delete	Duplicate
Sushi bar 3% to house	Menusifu M1 Flushing NY 11355	2023/06/20	2023/06/20	Wilson Kuo	Delete	Duplicate

We can see the results at the report. In this case, the amount that the server need to hand over to the "House" will be the "Cash sales" plus "Out" amount, and the "keep" part will be where the server will get after all.

我們可以在報表上看到結果，其中此例子中，服務員要上繳給商家的額度為此處的現金銷售額加上小費提呈的額度(以Wilson為例，他需要上繳\$500+\$88的金額)，至於keep則是服務員最終應該拿到的金額。

Staff	Roles	Total sales	Cash sales	Tip out rules	Work hours	Total Tips	Cc Tips	Out	Keep
Wilson	Server	\$1,000	\$500	Sushi Bar 3% to house, Bar 5% to house	5:32(5.51)	\$159	\$105	\$88	\$71
Bill	Server	\$1,800	\$500	Sushi Bar 3% to house, Bar 5% to house	8:00(8.0)	\$190	\$190	\$170	\$20
Cathy	Server	\$1,800	\$800	Sushi Bar 3% to house, Bar 5% to house	7:33(7.51)	\$148	\$140	\$150	-\$2