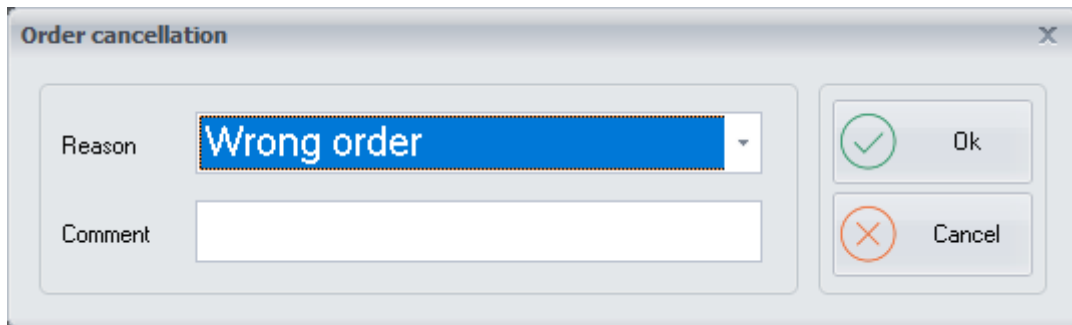


# Order Cancellation

Once we have clicked on the **Cancel** button through the **Check Order** screen, we will see a screen like the one we can see below:

The image shows a software dialog box titled "Order cancellation" with a close button (X) in the top right corner. Inside the dialog, there are two input fields on the left: "Reason" and "Comment". The "Reason" field is a dropdown menu with "Wrong order" selected and highlighted in blue. The "Comment" field is an empty text box. On the right side of the dialog, there are two buttons: "Ok" with a green checkmark icon and "Cancel" with a red X icon.

Here we have to choose from the drop-down list the reason for cancelling the order, if we wish we can write a comment and click on the **OK** button. Then, the system will warn us that the order has been cancelled and if the order is from the current day, a chit kitchen will be sent by all the kitchen printers to the kitchen staff, so that they do not produce the order.

We can configure the dropdown list with all the cancellation reasons, through the screen **Cancellation Reasons**

The **Cancel** button allows us to exit of the screen without making any changes.

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