Changing an order already sent

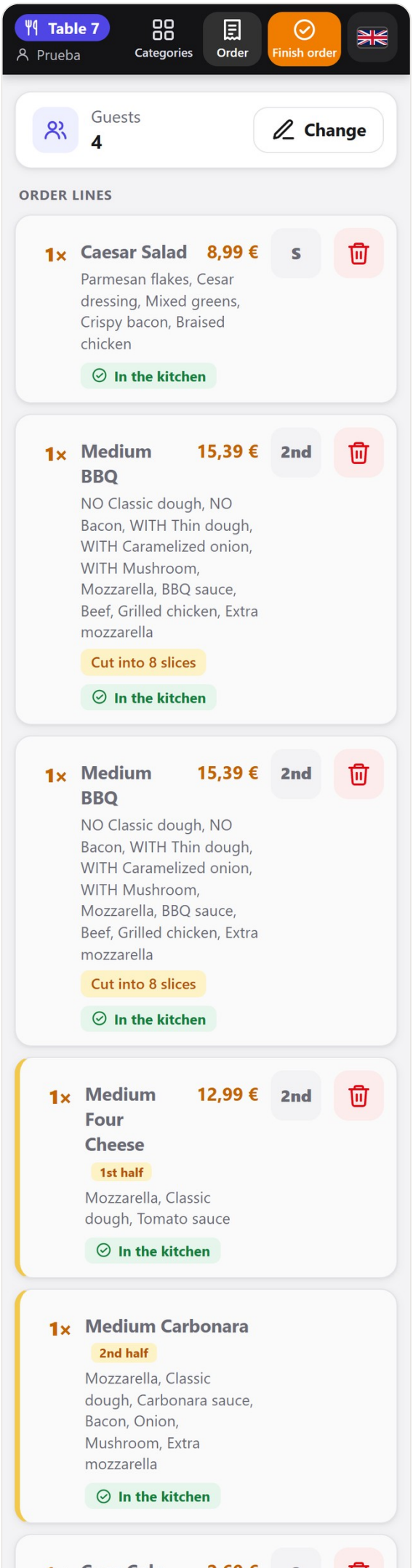
To add or remove products on a table whose order is already in the kitchen, tap it under **Open orders** on the Orders screen.

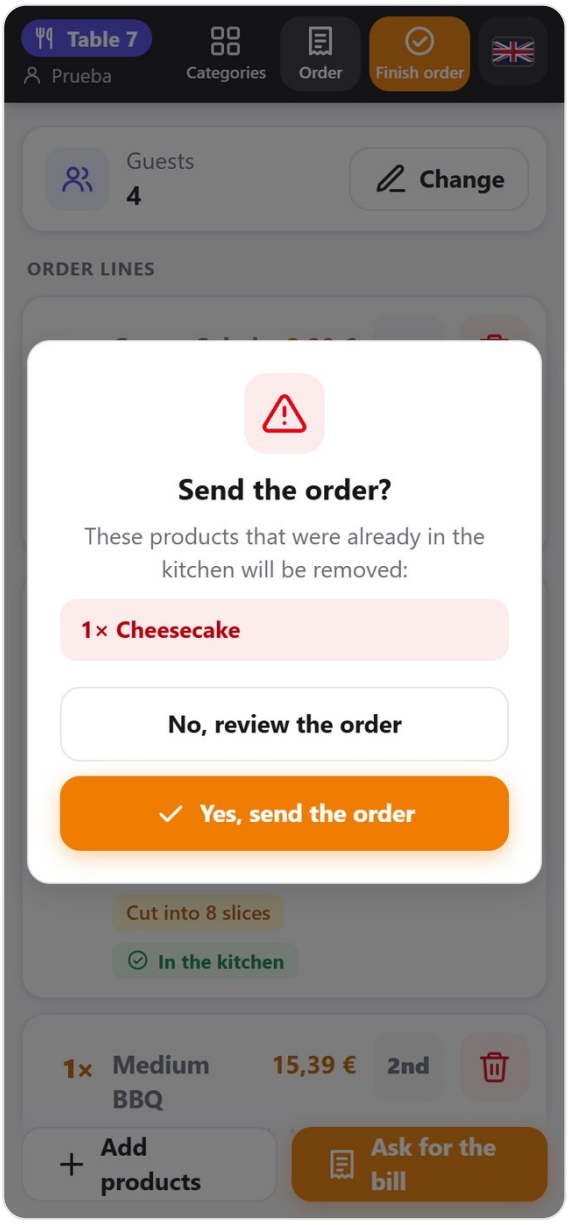
Adding products

Go into the categories and add the products as usual. When you tap **Finish order**, only the new ones reach the kitchen.

Removing a product that is already in the kitchen

Tap **Order** to see the lines:


Table 7
Prueba
Categories
Order
Finish order
Guests
4
Change
ORDER LINES
1× Caesar Salad 8,99 €
S
Parmesan flakes, Cesar dressing, Mixed greens, Crispy bacon, Braised chicken
In the kitchen
1× Medium BBQ 15,39 €
2nd
NO Classic dough, NO Bacon, WITH Thin dough, WITH Caramelized onion, WITH Mushroom, Mozzarella, BBQ sauce, Beef, Grilled chicken, Extra mozzarella
Cut into 8 slices
In the kitchen
1× Medium BBQ 15,39 €
2nd
NO Classic dough, NO Bacon, WITH Thin dough, WITH Caramelized onion, WITH Mushroom, Mozzarella, BBQ sauce, Beef, Grilled chicken, Extra mozzarella
Cut into 8 slices
In the kitchen
1× Medium Four Cheese 12,99 €
2nd
1st half
Mozzarella, Classic dough, Tomato sauce
In the kitchen
1× Medium Carbonara
2nd half
Mozzarella, Classic dough, Carbonara sauce, Bacon, Onion, Mushroom, Extra mozzarella
In the kitchen


Table 7
Prueba
Categories
Order
Finish order
Guests
4
Change
ORDER LINES
Send the order?
These products that were already in the kitchen will be removed:
1× Cheesecake
No, review the order
Yes, send the order
Cut into 8 slices
In the kitchen
1× Medium BBQ 15,39 €
2nd
Add products
Ask for the bill

Products that were already sent are marked **In the kitchen**. Their course can no longer be changed. A product ordered in several units now appears on separate lines, one per unit, so you can remove just one.

To remove one of them, tap its **trash can**. The product does not disappear: it is **crossed out** with the message **Will be removed when the order is sent**. If you made a mistake, tap the **circular arrows** button to put it back.

When you tap **Finish order**, the PDA asks you to confirm and shows the products that will be removed:

Yes, send the order: the order is sent and PizzaGest removes those products from the table.

No, review the order: you go back to the order and nothing is sent.

*Example: the guests at Table 7 order a coffee with milk and say they no longer want the dessert. Go into the table, add the coffee, tap **Order** and the trash can next to the **Cheesecake**. The total drops from €66.70 to €61.71. Tap **Finish order** and **Yes, send the order**.*

Keep in mind that:

- Products you have just added and not yet sent are deleted right away with the trash can, with no confirmation.
- You cannot delete the whole order from the PDA. If you mark every product for removal, the PDA tells you that the whole order has to be **canceled from PizzaGest**.

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