

*Aspect Software, Inc.*  
*Back-office software for restaurateurs*

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# Aspect Configuration Manual

**Buffalo Wild Wings**

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Here is a step by step manual to realign the sales and inventory for the Buffalo Wild Wings due to the mismatch in Panasonic POS Databases. Since the POS Databases are not the same from store to store but the Aspect Software was the same from store to store, it is required by the end user to change the configuration of Aspect for each individual POS Database.

### Step 1

Make a backup of the Aspect Software (Navigator / Scripts / Backup Store Files)

### Step 2

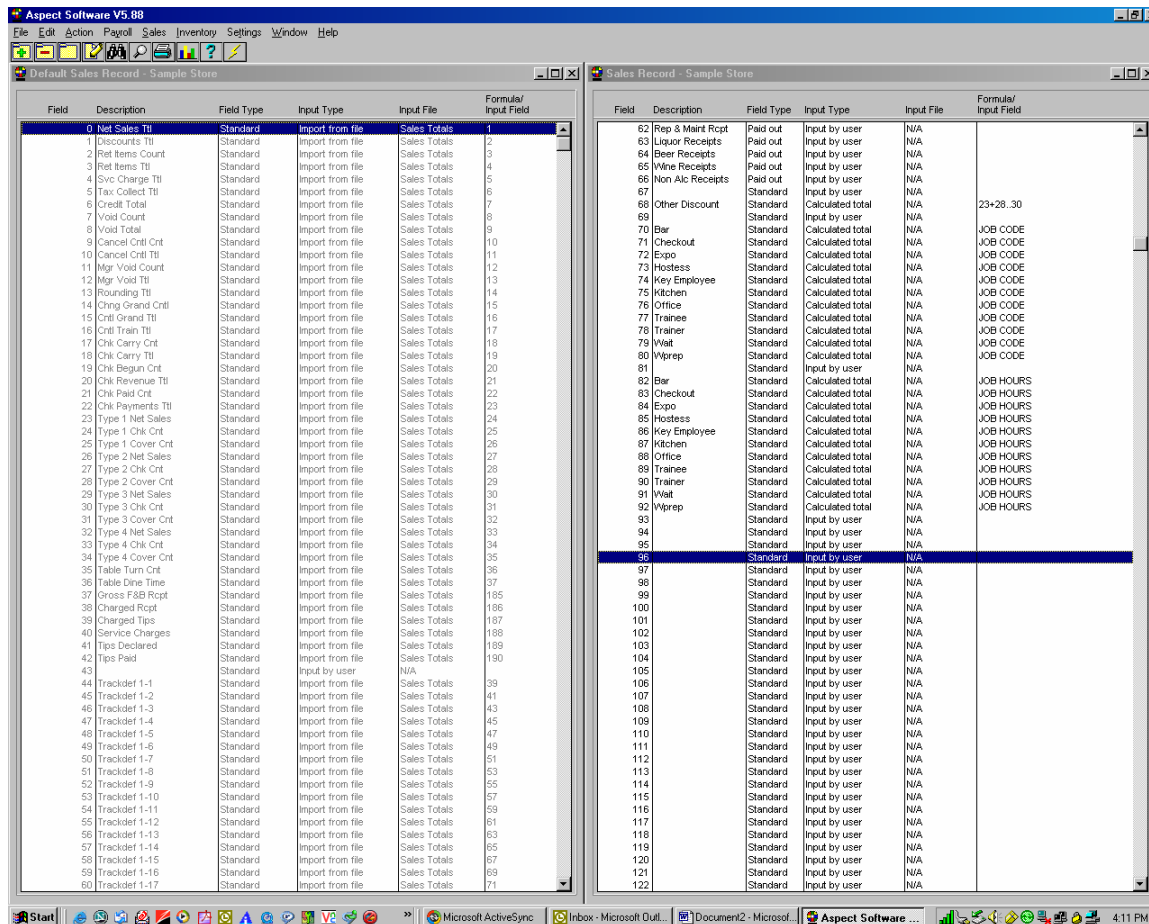
Go to the Sales Record (Settings / Sales Setup / Sales Record Setup)

### Step 3

Print out a copy of the Sales Record

### Step 4

Right click on the Sales Record and choose "View Defaults". A separate screen will appear on the left. The left screen is the "default" settings and the right screen is the "actual" settings.



## Step 5

Scan the "default" and "actual" records. You will notice a variance in Field or Line number 9. Basically, the "default" has the record and the "actual" does not, causing the "actual" sales record to pull from the wrong fields. There are a total of 11 mismatches that pushed the Sales Record.

## Step 6

Close the "default" Sales Record on the left and expand the "actual" Sales Record so it is full screen. Then right click on the Sales Record and choose "Load Defaults". This will cause all of the fields in the Sales Record to match. \*\*Note: Once you do this, sales information won't be valid for previous days\*\*

## Step 7

Right click again on the Sales Record and choose "View Defaults". A separate screen will appear on the left. The left screen is the "default" settings and the right screen is the "actual" settings.

## Step 8

Scan the "default" and "actual" records line by line. Remove any duplicate entries or erroneous entries up until the "net sales" calculation around line 254. To remove an entry, DO NOT HIT THE RED NEGATIVE. Instead, click on the field and clear out the fields. The result should look like this...

**Edit Sales Record**

Description:

Field Type:

Input Type:

Input File:

Field:

Code:

Always import as a positive number

Always export as a negative number

Make this field read-only

This field is only a placeholder for future changes. Do not include it in any reports.

Projection Settings    Ok    Cancel

## Step 9

Close the "default" Sales Record on the left and expand the "actual" Sales Record so it is full screen.

## Step 10

Find the discounts in the Sales Record, typically lines 12 through 21 (default 12..21). Double click each one and change the "standard" to "discount."

## Step 11

Find the Net Sales and change the calculation (default 80..156)

Find the Ttl Charges and change the calculation (default 27..30)

Find the Ttl Discounts and change the calculation (default 12..21)

Find the Deposit Due and change the calculation (default 60-34-296)

Close the Sales Record

### Step 13

Go to the Sales Input (Settings / Sales Setup / Sales Input Setup)

### Step 14

Double click each line and make sure the description matches to your liking the Field 1 input. For instance, if you are reporting Beer Sales, you want the description to be Beer Sales and the Field 1 Input to read "Beer"

Column	Row	Description	Field 1	Field 2
Left	1	NET SALES	Unused	Unused
Left	2	Food	Food Sales	Food Sales %
Left	3	Non Alcohol	Non Alc Sales	Non Alc Sales %
Left	4	Liquor	Liquor Sales	Liquor Sales %
Left	5	Beer	Beer Sales	Beer Sales %
Left	6	Wine	Wine Sales	Wine Sales %
Left	7		Unused	Unused
Left	8	=TTL NET SALES	Net Sales	Unused
Left	9		Unused	Unused
Left	10	TAX	Unused	Unused
Left	11	Food	Food Tax	Unused
Left	12	Liquor	Liquor Tax	Unused
Left	13	Beer	Beer Tax	Unused
Left	14	Wine	Wine Tax	Unused
Left	15		Unused	Unused
Left	16	+TTL TAX	Total Tax	Unused
Left	17		Unused	Unused
Left	18	=GROSS SALES	Gross Sales	Unused
Left	19		Unused	Unused
Left	20		Unused	Unused
Right	1	GROSS SALES	Gross Sales	Unused
Right	2	- Charges	Net Charges	Unused
Right	3	- Charge Tips	Charge Tips	Unused
Right	4	- Discounts	Total Discounts	Unused
Right	5	- Paid Outs	Ttl Paid Out	Unused
Right	6	+ Cash Over	Server Over	Unused
Right	7	- Cash Short	Server Short	Unused
Right	8	+ Gift C Sold	Gift Cert Sold	Unused
Right	9	- Gift C Redeem	Gift Cert Redeem	Unused
Right	10		Unused	Unused
Right	11	= DEPOSIT DUE	Deposit Due	Unused
Right	12	AM DEPOSIT	Am Deposit	Unused
Right	13	PM DEPOSIT	Pm Deposit	Unused
Right	14		Unused	Unused
Right	15	OVER/SHORT	Over/short	Unused
Right	16		Unused	Unused
Right	17	Lunch Sales	Lunch Sales	Unused
Right	18	Dinner Sales	Dinner Sales	Unused
Right	19		Unused	Unused
Right	20		Unused	Unused

Make sure you save your changes.

### Step 15

Reimport your sales for the last day. Go to Action / Import POS Totals. Note: The time that the import is cutoff for is located under Settings / System Settings. For instance, if you are changing the information at 2pm and your system settings say 12:00pm, then you are importing today's information. You want to change the System Settings time to later in the day, hence 5pm.

## Step 16

Verify the Sales Match your DSR from your POS System. To do older days, you cannot import them. You will have to have management rekey the sales, deposit, ect. and verify the sales mix under Sales / Sales Mix Summary.

## Step 17

Final step is to fix the Inventory Groups. Go to Inventory Groups (Settings / Inventory Setup / Inventory Groups)

Name	Sub Of	G/L Account	Sales Link 1	Sales Link 2	Sales Link 3
Chicken	Food	701502	Food Sales		
Dairy	Food	701302	Food Sales		
Food Other	Food	701002	Food Sales		
Import	Food		Food Sales		
Meat	Food	701102	Food Sales		
Produce	Food	701202	Food Sales		
Seafood	Food	701402	Food Sales		
Til Food	Food		Food Sales		
Beer	Bar	721002	Beer Sales		
Liquor	Bar	711002	Liquor Sales		
Non Alch	Bar	741002	Non Alc Sales		
Wine	Bar	731002	Wine Sales		
Til Bar	Bar		Beer Sales	Liquor Sales	Wine Sales
Linen	Operating	834002	Net Sales		
Chemicals	Oper. Supplies	869002	Net Sales		
China/glass/silv	Oper. Supplies	869002	Net Sales		
Other Supplies	Oper. Supplies	869002	Net Sales		
Paper Goods	Oper. Supplies	869002	Net Sales		
Wood/charcoal	Oper. Supplies	869002	Net Sales		
Oper. Supplies	Operating	869002	Net Sales		
Other Equipment	Operating	869002	Net Sales		
Til Operating	Operating	869002	Net Charges		
Bluffret	Group 4	701602	Net Sales		
Keg Deposit	Group 4	251000	Net Sales		
R&D	Group 4	846602	Net Sales		
Taste	Group 4		Net Sales		
Til Group 4	Group 4		Net Sales		

## Step 18

To fix, double click each line and assign the Inventory Group to the appropriate Sales Link. For instance, Produce would be linked to "Food Sales."

Step 19

Close the Inventory Group Screen and make sure you save it.

Step 20

Verify the COGS.

That should fix all of your stores....