

How to Enter Coupons:

- 1. Check:** Please Make sure that the coupon is for the correct restaurant and that it has not expired. Read the fine print. Most coupons are for dine-in only and purchases over \$25.
- 2. Entering coupons:** Highlight the table that has the coupon. Press the "Close Button." Look for the button that says, "X Amount Off". A window will pop open and choose Promo by Nghia for the coupon.
- 3. Approval:** You might need to override this transaction. To do so swipe the override card.
- 4. Keep your copy:** Make sure you keep the coupon and do not give the coupon back to the customer. Staple the coupon to the receipt and put it into the till.

