OALCF Task Cover Sheet

Task Title: How to use a POS (Point of Service) touch screen terminal

Learner Name:
Date Started: **Date Completed:**
Successful Completion: Yes___   No___
Goal Path: Employment ✓ Apprenticeship___   Secondary School__   Post Secondary ___ Independence___
Task Description: Using a POS in a restaurant.

Competency:	Task Group(s):
A: Find and Use Information	A2: Interpret Documents
C: Understand and Use Numbers	C1: Manage Money

Level Indicators:
A2.2:   Interpret simple documents to locate and connect information
C1.1:   Compare costs and make simple calculations
Performance Descriptors: see chart on last page
Materials Required: • Pen/Pencil • POS handout • Question sheet

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To work in the service industry, you may need to use a POS (sometimes called Point Of Service or Point of Sale) terminal to serve your customers. This is a hand held computer, with a screen that you can touch to select specific things. This machine will help you take orders, send orders to the kitchen and help giving customers their bill. Look at the document "POS (Point of Service)."

Learner Information and Tasks:

Task 1: What **3** hot drinks can be served?

Task 2: What are the names of the **two taxes** that are charged to the TOTAL cost the customer must pay?

Task 3: Circle, highlight or underline the subtotal of the bill.

Task 4: A customer would like to order **two coffees**. How much will it cost them?

Task 5: A customer wants a healthier drink. What are 3 juices that can be served?

Task 6: A customer is ready to pay their bill. Circle a button that will allow them to pay.

Practitioner submitted task: Prepared for the Project, Teaching to Fish (Build Tasks) Integrating OALCF Task Development within Ontario's Literacy Programs *(2014)*

QUILL Learning Network

Toolbar buttons: Access | Tab | Repeat | Modify | Split | Delete | Quantity 2 3 4 | Table | Trans. Item | Print | » | Close Day

Side buttons: Menu | Setup | Employees | Reports | Schedule | Time Cards | Cashier | Order Entry | Time Clock | Quit

Category tabs: Soft Drinks | Speed Bar | Cocktails | Appetizers | Soups & Salads | Burgers | Grinders | Sandwiches and Wraps | Entres | Payments

Soft Drinks panel items: TONIC WATER, SODA WATER, TOMATO JUICE, LEMONADE, DIET RED BULL, CANADA DRY, PINEAPPLE JUICE, iced tea, Red Bull, Sprite, GRAPEFRUIT JUICE, Hot Tea, Poland Spring, Diet Coke, CRANBERRY JUICE, Decaf Coffee, chocolate milk, Coca-Cola, ORANGE JUICE, Coffee, MILK

Check 3
Captain
Guests 2

Qty	Item	Price
1	Sml COKE	1.25
1	Lrg ORANGE JUICE	1.75
1	COFEEE	1.35
1	COFFEE	1.35
1	RED BULL	3.50

Subtotal	9.20
Food Tax	0.46
Liquor Tax	0.18
TOTAL	9.84

Balance Due 9.84

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Answer sheet

Task 1:   Coffee, Decaf Coffee, Hot Tea

Task 2:   Food Tax, Liquor Tax

Task 3: $9.20

Task 4: $2.70

Task 5:   3 choices from the following:

- Orange,
- Cranberry
- Grapefruit
- Pineapple
- Tomato Juice

Task 6:   Yes. Sandwiches, wraps and salads.

Task 7:   Student must have circled the tab/button marked 'Payments' or 'Cashier'.

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	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A2.2	• performs limited searches using one or two search criteria			
	• extracts information from tables and forms			
	• locates information in simple graphs and maps			
	• uses layout to locate information			
	• makes connections between parts of documents			
	• makes low-level inferences			
C1.1	• Adds and subtracts whole numbers and decimals			
	• Understands numerical order			
	• Recognizes values in number and word format			
	• Identifies and performs required operation			
	• Follows apparent steps to reach solutions			
	• Interprets and represents costs using monetary symbols and decimals			

This task: was successfully completed___   needs to be tried again___

Learner Comments

_____   _____

Instructor (print)   **Learner Signature**