UniCLOUD

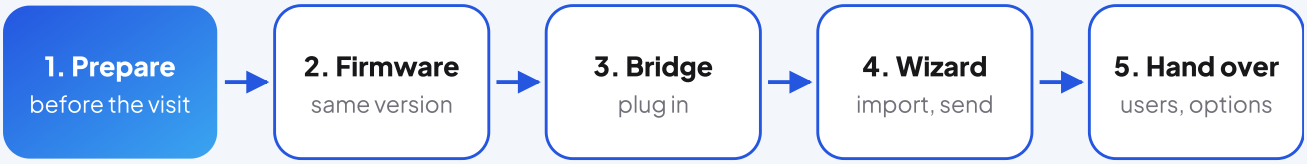
Configuration Guide

Setting up a new site, from the first register backup to the first online order. For Uniwell distributors and dealers.

Who does what

A new site is set up in one visit. Preparation is done beforehand; the on-site part takes about one hour per register.

UniCLOUD administrator (distributor)	Creates the customer, the site and the users in the administration console. Prepares the bridge box for the site and runs the set-up wizard.
On-site technician (dealer)	Updates the register firmware, backs up each register to a USB key, plugs in the bridge box, and runs reports on the register keyboard when the wizard asks.
The merchant	Receives a login, chooses who in the team accesses what, and sets up online ordering if they want it.



Two ways to connect a site. With the **bridge** (recommended), UniCLOUD offers every feature, including QR Code Ordering and the Kiosk. **Without a bridge**, through Uniwell HX Cloud (register firmware 7.00), UniCLOUD offers a reduced back office (see the last page).

STEP 1: BEFORE THE VISIT

Check the site in advance

The registers

- **Supported models:** Uniwell HX-3500, HX-4000, HX-5500, HX-6500, HX-7500.
- **Firmware V5.62 or later.** Below that version, the register refuses some kitchen-printing settings.
- **Same firmware version on all registers of a site.** The whole site shares a single program, and a register one version behind would refuse it.
- **A fixed IP address** on each register (not DHCP), and a **unique register number** within the site.
- **Internal FTP server enabled** on each register. The bridge reads and writes the register's program through it.

The shop network

- **A 2.4 GHz Wi-Fi network** (WPA2 or open) reaching the place where the bridge will sit. A 5 GHz-only network is not visible to the bridge.
- Send **the Wi-Fi name and password** to the UniCLOUD administrator before the visit. They are written into the bridge when it is prepared.
- **The registers and the bridge on the same local network.** Internet access is outgoing only, with no port to open on the router. Details in the Bridge Box Guide.

In the administration console

- Create the **customer**, the **site**, and the merchant's **user accounts**.
- Prepare a **bridge box** for the site: it appears in the fleet as **in stock**, then **active** once linked to the site.

STEP 2: FIRMWARE

Bring every register to the same version

Before connecting anything, the technician runs the UniCLOUD firmware update tool on a laptop connected to the shop network.

1. **Inventory.** The tool lists the registers found on the network, with their model and current version.
2. **Backup.** It saves each register's program and configuration before touching anything.
3. **Upgrade path.** It works out the steps needed to reach the target version, and restores whatever a step erases.
4. **Verification.** It finishes by checking that every register runs the same version.

> **Multi-register sites:** the communication between registers changes at V5.62. Upgrade every register of the site on the same day.

Then, on each register

1. Save the **program** and the **configuration** to a USB key, with the register's name in the file name. The wizard asks for these files.
2. Note the register's **IP address** and **register number**.

STEP 3: THE BRIDGE

Plug in the bridge and check that it is online

1. Place the bridge near the registers, within reach of the 2.4 GHz Wi-Fi, and plug it in.
2. Wait for the **Wi-Fi light**: it comes on once the bridge has joined the network.
3. In the administration console, the bridge shows **online** within a minute.
4. Link it to the site (if not already done). Its status changes to **active**.

> The Bridge Box Guide describes the box, its lights, the network requirements and troubleshooting in detail.

STEP 4: THE SET-UP WIZARD

Run the six-step wizard

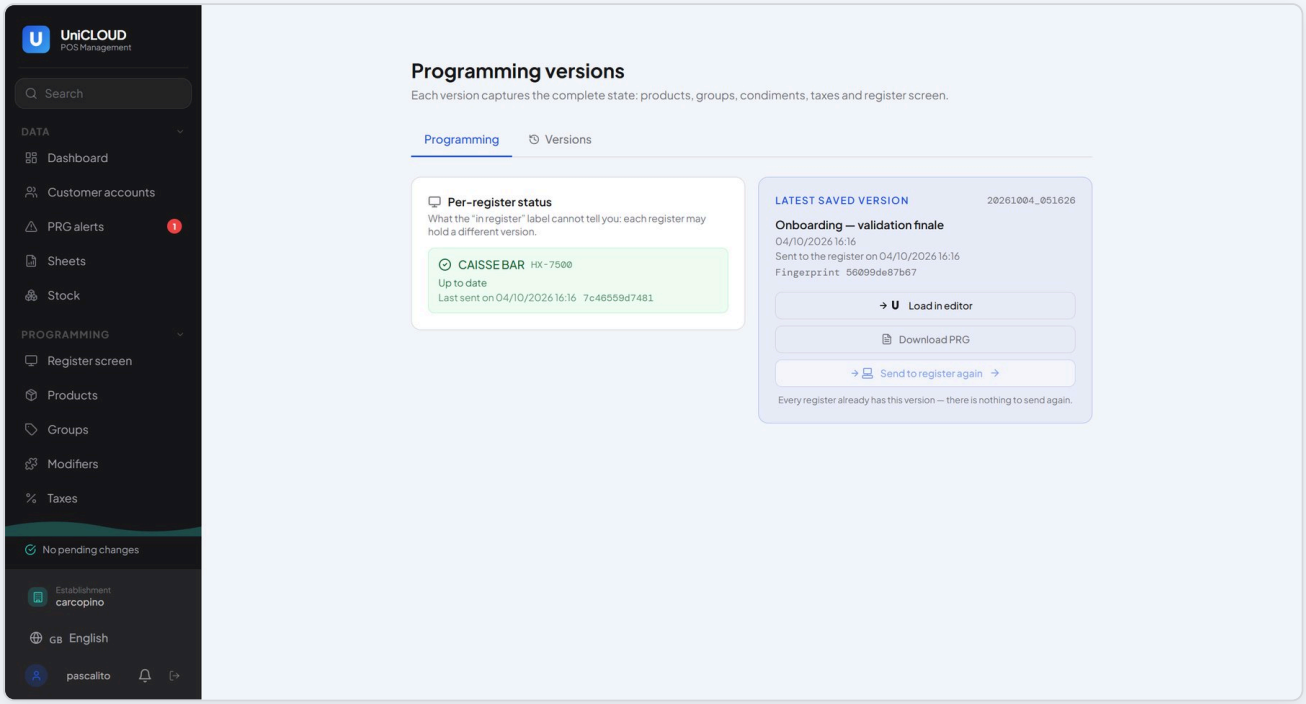
The wizard starts from the empty register screen of the new site. Each step must succeed before the next one opens.

1. **Back up each register.** Confirm that every register's program and configuration have been saved to USB.
2. **Attach the bridge.** Pick the bridge prepared for this site.
3. **Add the registers.** Upload each register's configuration file. UniCLOUD checks the fixed IP, the register number and the FTP server, detects the model, and checks the firmware version. Then upload each register's program from the USB key.
4. **Test the return channel.** UniCLOUD prepares a test report; the technician runs it on the register, and the platform waits for the file to arrive. If it doesn't, the wizard stops here: the register can't send its reports yet.
5. **Analyze the programming.** If all registers carry the same menu, nothing is asked. Otherwise, choose a reference register; registers with a different screen keep their own layout. UniCLOUD imports products, groups, taxes, the screen and the printers.
6. **Final send.** UniCLOUD checks the program, adds what it needs (for example the end-of-day report button) and sends it to each register. Then choose the business type: restaurant or retail.

> **Reboot each register** after the final send: a register applies a new configuration only when it restarts.

STEP 5: HAND OVER

Hand the site over to the merchant



Versions. After the final send, each register shows the version it carries. The end-of-day report brings the first sales.

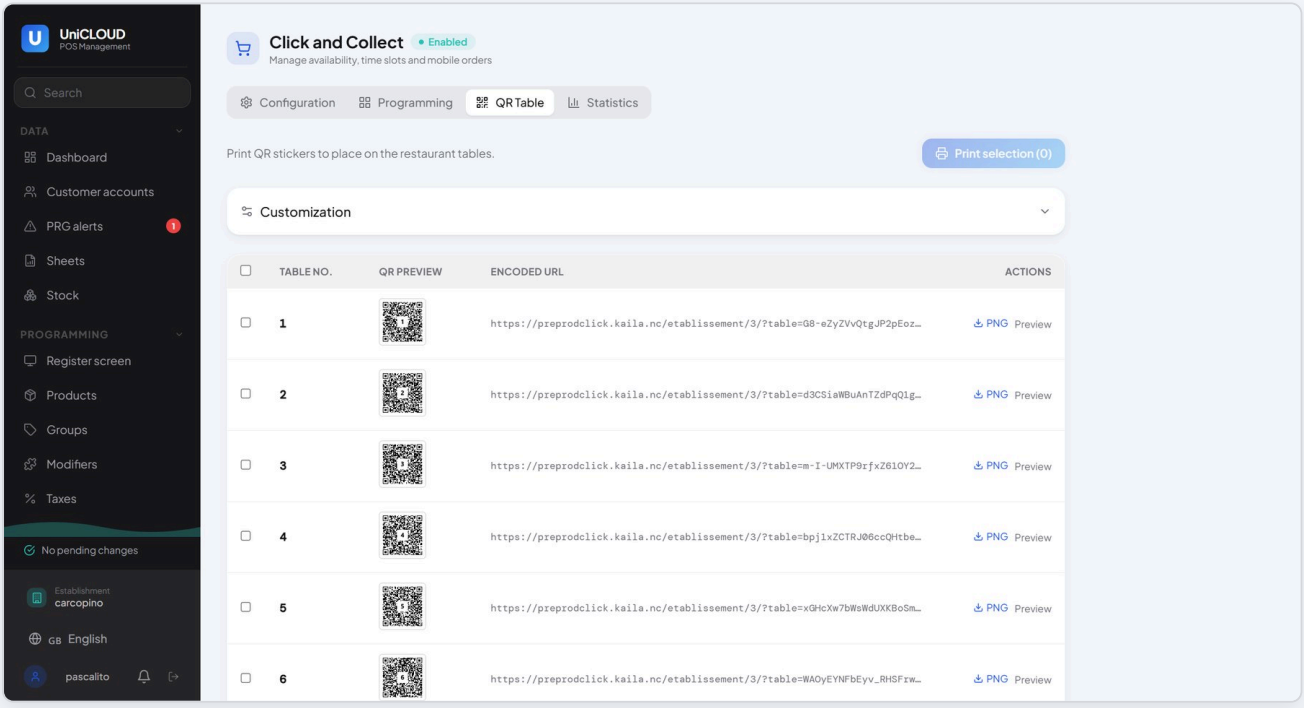
- **Check the first day.** The first end-of-day (Z) report fills the dashboard. Sales arrive with each report the register sends.
- **Users and rights.** For each person, choose the areas they can see and change: data, programming, online ordering, settings, etc. An accountant profile is ready-made.
- **Automated reports.** Set up the reports the merchant wants by email, and the accountant's periodic summary.
- **Language.** Each user picks one of the fifteen languages of the application.

OPTION 1: QR CODE ORDERING

Open online ordering

Requires the bridge. Orders are rung into the register through it.

1. **Payment.** Online payments are collected by a licensed payment provider; the merchant is paid out the takings, minus the fees.
2. **Configuration tab.** Switch online ordering on, set opening hours (general or per service), preparation time, time slots, maximum items per order, colors and logo, and whether a phone number is required.
3. **Programming tab.** Build the online menu from the register's products (or let the assistant draft it) and add photos.
4. **QR Table tab.** Print one QR code per table and stick them on.
5. **The restaurant tablet.** Open the tablet app with the site's address and PIN code: it rings for each new order.
6. **Test.** Place a test order with the site's built-in test account: it goes through the whole chain without any real payment.



> UniCLOUD automatically creates the clerk and payment method used for online orders in the register program. You do not need to set them by hand.

OPTION 2: SELF-ORDER KIOSK

Set up the kiosk

1. **Register the kiosk** in the administration console (kiosk fleet). The bridge picks it up within five minutes.
2. **Connect the card terminal** to the bridge's USB port, if the kiosk accepts card payment.
3. **Build the kiosk menu** in the back office: drag the register's products into the kiosk grid, add pictures and colors, choose the clerk and the card payment method.
4. **Check, then publish.** UniCLOUD flags any product missing from the register program or priced differently, then sends the menu to the kiosk through the bridge.

> Products switched off on the restaurant tablet disappear from the kiosk too.

WITHOUT A BRIDGE

Connect through Uniwell HX Cloud

Registers on firmware 7.00 can send their data to a Uniwell HX Cloud server. UniCLOUD then reads it from that server, with no box in the shop.

1. Update the registers to **firmware 7.00** (save program and configuration first: the update may erase them).
2. Enroll each register on the distributor's **HX Cloud server**.
3. In the administration console, enter for each register its **HX Cloud identifier, user name, server address and password**, and set the site to **without bridge**.

	With bridge / HX Cloud
Sales and dashboard	Yes / Yes, within seconds
Products, prices, groups, taxes, clerks	Full programming / Main attributes
Register screen, kitchens, printing, rights	Yes / No
QR Code Ordering and Kiosk	Yes / No
Weak internet connection	Data queued in the bridge / Register retries