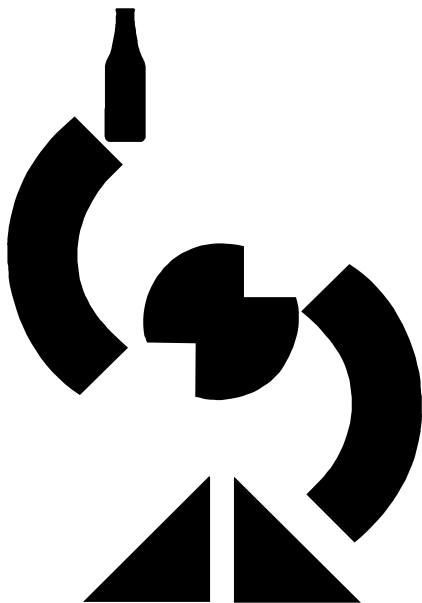




I'm barteam, Now what?



*A guide for barteam in the canteen
of the Sports Centre*

Last updated: June 2026



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Introduction

As sports associations at Twente University, we have the privilege to manage the canteen in the Sports Centre. A percentage of the daily income goes directly to the association running the bar. It is therefore important that the service in the canteen is good. This is the one and only task for you, as barteam!

Today, the canteen is yours, and you are responsible!

This book, “I’m barteam, now what?” serves as a guide to perform your task to the best extent possible.

If you have any questions during the day, you can ask the student workers, the board, or the canteen manager, Wim Senger. During the evening, you can ask the receptionists.

Good luck with your bar shift!



Regular Tasks

As barteam you have a few regular tasks/points to pay attention to. Make sure these are done!

- There is always at least 1 person behind the bar.
- Read the hygiene rules (Appendix A) and comply with them.
- Be careful with the equipment! If anything breaks, the repair or replacement costs will be for your association.
- Keep the canteen clean. Ensure in particular that you:
 - Clear and clean the tables and bar. Regularly pass over these areas with a cloth using clean soapy water; this also includes the client area, around the deep-fryer, and the rest of the bar. Making clean soapy water is done using a bucket with hand-warm water and one pinch (20 ml) of detergent.
 - Keep the kitchen and storage area clean.
 - Pre-rinse the plates, cups, and cutlery before they enter the dishwasher, until they are almost clean.
 - Only then, rinse the plates, cups, and cutlery using the dishwasher.
 - Rinse the glassware in the sink.
 - Sort the bottles in crates by type.
 - Keep the canteen ordered. Clean up wandering papers, push the chairs under tables and put the tables straight.
 - Keep the terrace nice and clean!
- Keep supervision in the canteen and ensure the house rules (Appendix B) are complied with.
- Make sure that the people replacing you as barteam are informed about current events and if products are out of stock.
- The most important thing, of course, is that you pay attention to whether anyone wants to order anything.
- Think about your attitude; you are trying to sell something. Don't sit on a barstool behind the bar with your feet on the counter.
- Lead the ROC students; make them clean up their own mess.
- Smoking on the terrace is not allowed, as a barteam you have a proactive attitude in making sure no one smokes or vapes.
- When alcohol is ordered, ask for ID if the person looks below 25. This is very important in September – December, since a lot of new students are <18.
- **EVERY TUESDAY NIGHT at closing, all chairs and barstools must be placed on the tables and bar!**



Opening, closing

Opening

The student worker (werkstudent) starts working at 8:00 every day from Monday to Sunday and works until 12:00. In this period, they have their own tasks, like cleaning, etc., and won't be doing a barshift, they will help when it's very busy. Next to this, the student worker guides the barteam in their tasks.

The student worker makes sure everything is ready for use and transfers everything to the barteam the moment they leave. This includes checking the expiration dates of the food we sell, together with the canteen manager.

Closing

A closing checklist can be found in Appendix F



Paperwork

Bill coffee/tea

Some organisations receive free coffee and tea. This holds for the board of KSUT and SUT, other Sports Centre personnel (including lifeguards), teachers of the ROC and Zone College, and exam invigilators (surveillanten). **These individuals will tell you if you need to bill coffee/tea.** For explanation, see the register instruction in Appendix C.

For a can of coffee, press the coffee/tea button 8 times. For a can of tea, press the button 6 times. *Note: If the button already states 'can', you, of course, do not need to do this step. :)*

Bar tabs

You can purchase items and pay with your association's bar tab (see Appendix C). This will automatically be invoiced to your association at the end of the month. **Ask your BACO or board whether you may use this bar tab.**

Every association has its own bar tab. To prevent misuse, everything that is struck on any bar tab during your barday will be invoiced to your association. **So other associations cannot use their bar tab during your barday.**

Identification

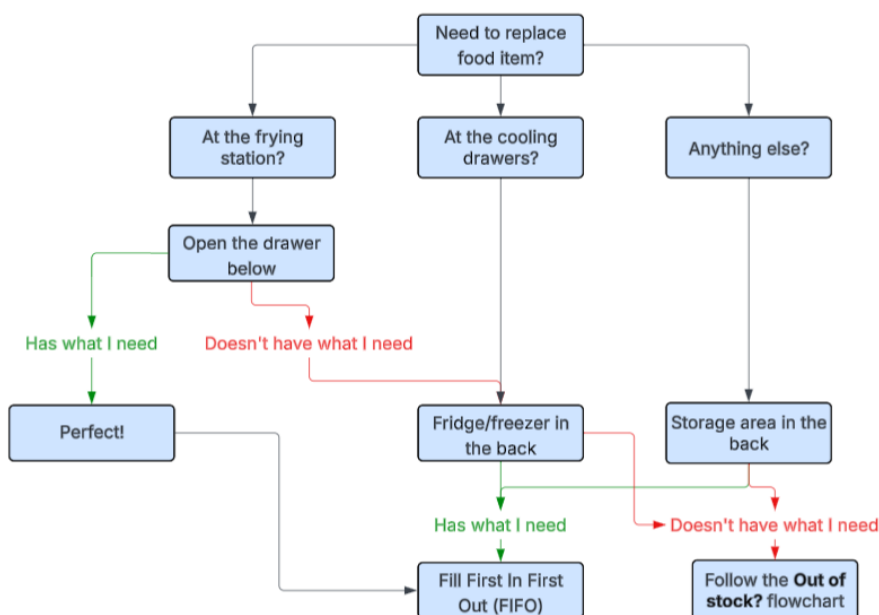
Guests

When someone looks below the age of 25, ask them to **identify** themselves before selling alcohol. The legal minimum age for beer, wine, and mixed drinks is 18 years.

Barteam

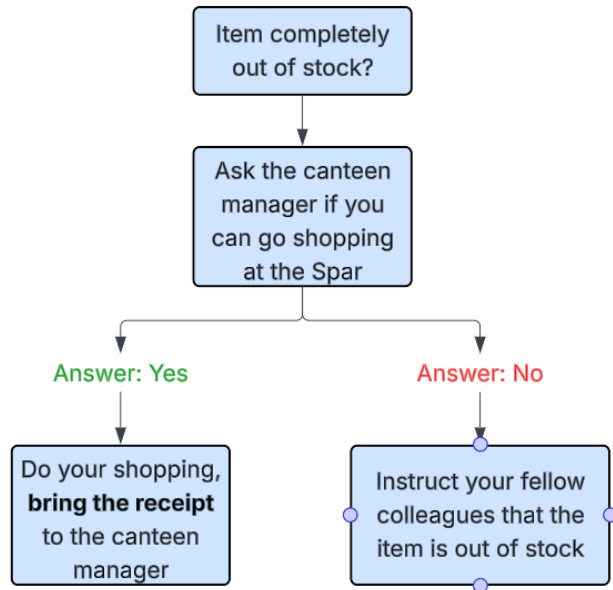
Personnel and thus also barteam are obliged by law always to be able to identify themselves either by ID or driving license.

Restocking





Item out of stock





Food and drinks

Equipment

Settings

At 10.00, the deep fryer is turned on by the student worker at 175 °C and the griddle at 200 °C.

Frying

- Follow the sheet on the wall next to the fryers for accurate frying times
- **Bake fries only in the right deep-fryer and the other snacks in the left deep-fryer, never switch around**
- Only put a new bag of fries in the cooling container to the right of the deep fryer if it is fully empty
- The temperature of the frying oil is 175°C and never higher! (Check the mark on the turning button)

Griddle

- Used for baking hamburgers, eggs, onions, etc.
- Follow the instruction sheets on the wall on the left of the griddle

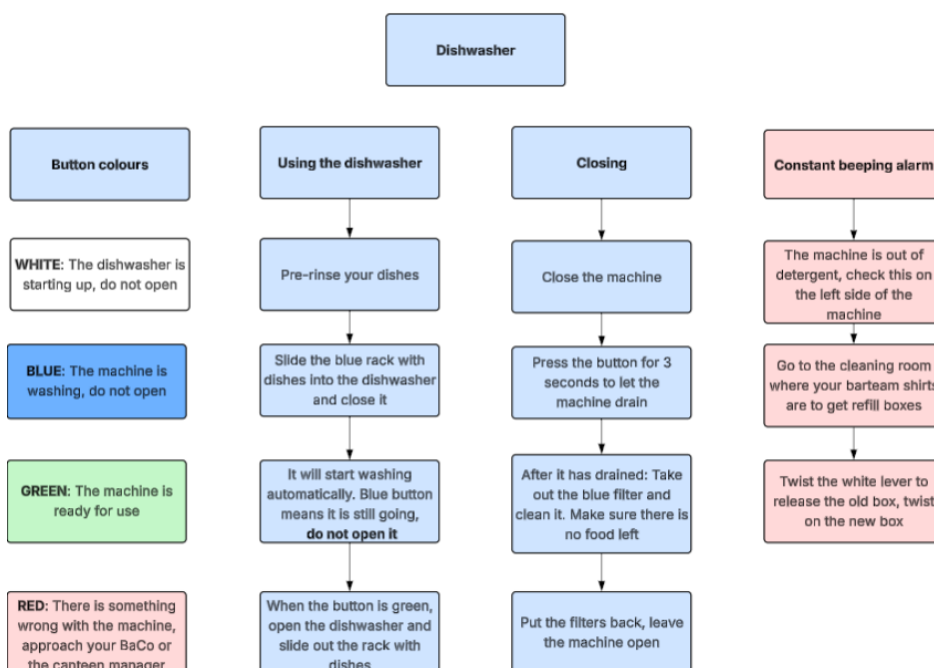
Steamer/Oven

- The steamer is used for baking bread, some weekspecials, and hamburgers
- Follow the instructions on the steamer to turn it on
- If many burgers need to be baked, you can use the steamer at 180 °C for 8 minutes

Toastie grill

- During lunch, turn on the toastie grill at 100 °C
- Bake toasties until the cheese has melted (about 5-8 minutes)

Dishwasher





Storage

<i>What?</i>	<i>Contains?</i>
Cooler at sandwich corner	Ham, cheese, margarine, lettuce, tomatoes, cucumber, dill sauce, unions, boiled eggs, buns, etc.
Cooling workbench opposite of deep fryer	Kroketten, frikandellen, bitterballen, mini-kaassoufflés, chicken nuggets, (vega) hamburgers, etc.
Fries cooler next to deep fryer	Fries
Ice cream freezer	Ice cream
Walk-in fridge	Beer tanks, beer crates, wine (sometimes extra food storage)
Big freezers storage area	Tosti, ice cream, extra stock of kroketten & frikandellen, etc.
Big fridges storage area	Fries, products for sandwiches
Metal cabinet storage area	Chocolate bars, candy, sauces, napkins

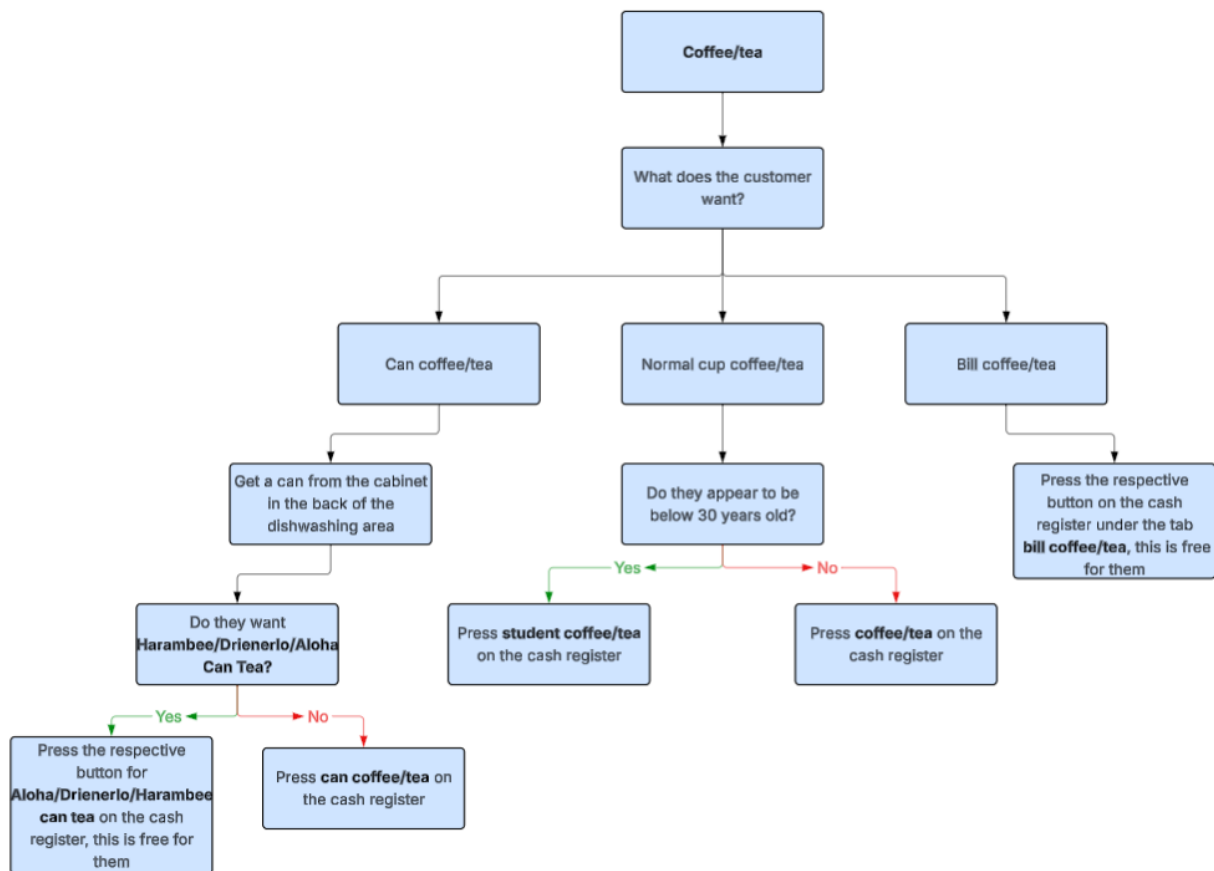
Sauces

For sauces, we use buckets and pumps. When a bucket is empty, a new one must be taken, and the remaining bottom of the last sauce bucket can be scooped over. After that, put the pump onto the new bucket, and it's ready for use again.



Drinks

Coffee/ Tea



Wine

In the cupboard (with the glasses and pitchers), there are bottles of red wine; the stock of red wine stays in the bottom part of the grey cabinet in the storage.

White wine and rosé stay in the big fridge (in the cupboard on the left). Don't flush the wine glasses, but use the dishwasher for cleaning. You will find the glasses on the trays in the cabinet below the bar.

Beer

There are 4 beer taps and 1 water tap in the sports canteen. Normally, one of these is connected to beer, and the other 3 are connected to special draft beers. **Make sure someone has taught you how to draw a beer before you try this.**

Your BaCo can request a tap course for your association to teach you how to draw beers.



Beer taps

Beer can only be served from 12:00 onwards!!

Tap instruction

Every association can request a **tap course** where a student worker will teach you how to draw beers. Contact the **canteen manager** for this!

- 1) Take a **clean** glass
- 2) Hold it **close** to the tap, **not below** it
- 3) Open the tap **completely** in one quick motion
- 4) Immediately after, put the glass below the tap at a **45°** angle so the beer can enter without too much foam
- 5) When the glass is almost full, pull it downwards carefully
- 6) Pull the glass **away** from the tap (and immediately follow step 7)
- 7) Immediately after, **close** the tap (use force, *het is je moeder niet*)
- 8) Skim off the foam with the skimmer. **Do not do this for special draft beers**
- 9) Serve it

Replacing kegs and carbon gas

Empty special draft beer keg?

- 1) There should be a new one behind the empty one in the keg cooler (fustenkast) below the bar
- 2) **Pull up** the handle with **force**; it might sputter a bit
- 3) **Pull** the handle **off** the keg
- 4) **Open** the plastic lid on the new keg if needed
- 5) Put the handle on the new keg
- 6) **Push** the handle **down** with force
- 7) Put the new keg in the keg cooler (fustenkast) and close the doors
- 8) Take a pitcher, hold it below the tap, and **open the tap** until normal beer flows out
- 9) Put the empty keg in the back of the storage area

Empty beer tank?

Normal beer is connected to beer tanks in the walk-in fridge. Follow the instructions in **Appendix D** if the beer tank is empty.

Empty carbon gas barrel?

- 1) Check the **closet** below the sink, there are **barometers**, these are supposed to indicate ~2 bar
- 2) If they have decreased to 0 bar, your carbon gas barrel is empty
- 3) **Close** the carbon gas barrel by turning the **lid** on top
- 4) **Close** all **valves** in that closet (3 on the right wall, 1 on the back wall) (the red and black/blue ones) by turning them **perpendicular** (loodrecht/haaks) to the pipe
- 5) **Detach** the empty carbon gas barrel by turning the **connector tube** on the barrel
- 6) **Detach** the empty carbon gas barrel from its **chain** and place it on the **trolley** across the walk-in fridge
- 7) Take a **new** carbon gas barrel from behind the door next to the **laundry area**, detach it from its chain. **Handle carefully, do not drop**
- 8) **Attach** the new carbon gas barrel to the **chain** at the bar, and open the plastic lid if needed



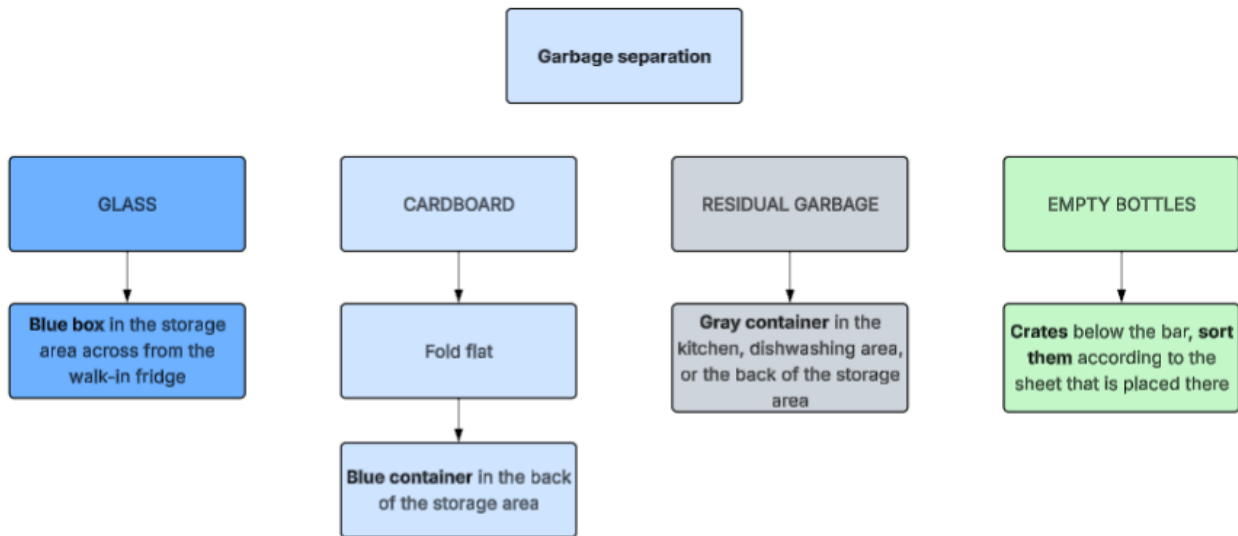
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- 9) **Connect** the new carbon gas barrel to the pipe with the **connector tube**
 - 10) Make sure the **connection** is sealed **properly**; otherwise, gas may leak (if you don't manage, ask the canteen manager)
 - 11) **Open** the carbon gas barrel by turning the **lid** on top fully
 - 12) **Open** all **valves** that you closed at step 4, and make sure they are **parallel** to the pipe
 - 13) All special draft beer taps may have **small disturbances** for the first beer that is poured; this is **normal**
- Never touch** the knobs of the carbon gas barrels unless they are empty. The tapping pressure may **only be changed** by a student worker or the canteen manager if needed.

Beer hygiene

- The working student flushes the pipes every week and after the change of a sort of beer using the stainless steel barrel.
- This barrel stays under the bar, next to the beer cooler, with a sign "Barteam's afblijven".
- Which means: "do not touch". That's because it is very expensive and loved among students for own beer installations. **Do not lend the barrel or use it elsewhere!**
- A specialist company cleans the hoses chemically monthly.



Garbage separation





Media

General

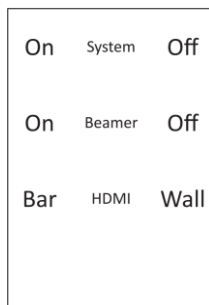
In the canteen there are two sound systems: the installation of the canteen (under the bar) and the sports Centre installation.

Next to the deep fryer there are two boxes (inside and outside), where you can switch between the Sports Centre and canteen channels. The receptionist decides the music on the Sports Centre channel. A microphone can also be attached here, which you can get at the receptionist. Turn this system off when turning on the sound in the canteen. This manual continues the use of the system in the canteen.

Projector

The big screen can be lowered with a turning knob in the upper right corner of the music cabinet. You can turn the the projector on by pressing the on 'Beamer On' button (see picture below) on the music cabinet, it will then turn on automatically. Showing promotions for your association is allowed, you can attach your PC to the equipment, however important sporting events have priority.

The projector can't and won't be loaned.



Premier league, UEFA Cup, Champions League, Olympic Games, Tour de France, World Championships and European Championships (and other sports) can only be shown, if they are broadcasted on one of the allowed tv channels, which are: NPO1, NPO2, NPO3, RTL4, RTL5, RTL7, RTL8, RTLZ, SBS6, SBS9, NET5, Veronica, Disney Jr., Star Channel, Nickelodeon, MTV, Comedy Central, Discovery, TLC.

Music

Music can be played in the canteen and on the terrace, using our stereo with the radio. Next to this, there is a central broadcast in the Sports Centre where music is played. Music sets the mood in the canteen, but keep in mind that it is to be used as background music. The boxes are turned away from the bar, so keep this in mind when managing the volume button. Music on the terrace can be managed by the stereo and then you have the same music inside and outside. Using the dial on the wall next to the deep-fryer, you can also play music on the terrace, this will be the same radio channel that can be heard in the whole Sports Centre.

Bar TV

This tv always stays on. It's possible to have a picture of your club or team, or promotion be shown on the screen. If you want to participate please do contact the catering manager.



I want image and sound, now what?

General:

In the canteen there are two sound systems: the canteen installation (under the bar) and the sports centre installation. The canteen system has (much) better sound and therefore has the preference.

Next to the deep-fryer there are two boxes (one for inside and one for outside) where you can switch between channels in the sports centre, the receptionist decides what you can hear on there. Turn this system off when you use the canteen system. This manual further describes the operation of the canteen system.

To start:

On the right there's an overview of the system ->

Turn on the system when you start by pressing the button 'systeemaan' (see picture in previous chapter) on the right white box on the selection panel (1). This turns on all the equipment. If a device doesn't turn on then someone before you did something that isn't allowed and you need to turn on the device manually. It takes about 5 seconds before the system is completely turned on and you have image or sound.

Selection panel		(1)
Media player	TV-Tuner	(2+3)
Remote controls		(3)
Microphone		(4)
Radio/mp3 tuner		(5)
Amplifier		(6)
Amplifier		(6)

Sound:

The sound in the canteen is arranged by a few panels on the selection panel (1). These are 'boxen bij projector' and 'overige boxen'. With two dials on these panels you decide which sound sources are being used. Then you can arrange the volume with the two squares on the panels 'boxen bij projector' and 'overige boxen'. Try to keep these at the same volume level.

Listening to the radio:

The radio/mp3 tuner (5) turns on automatically when the other equipment is turned on via the 'systeem aan' button. Zap using 'zender selectie', on the bottom right of the radio/mp3 tuner. If the tuner isn't on FM radio, use the button on the bottom left for this.

Music from a USB-stick:

The radio/mp3 tuner (5) has a USB entrance for usb-sticks with mp3 files, you can stick this in the left slot of the radio/mp3 tuner and follow the instructions on the screen to play. This can be done with the round button on the radio/mp3 tuner.

Sound on the terrace:

Use the 'buiten' panel on the selection panel (1) to get sound on the terrace. What you hear is decided by the two selection panels 'boxen bij projector' and 'overige boxen'. Don't turn the knob 'buiten' too loud, these speakers can handle less than the speakers inside.

Microphone use:

You must reserve this beforehand with the canteen manager. As the wireless microphones can be coupled to specific music speakers only, which must be arranged by a canteen employee.



Image:

Turn the projector on by pressing the on-button on the beamer remote. Screen down: Button in the upper right corner next to the rack of equipment, the screen doesn't have to go all the way down, adjust when you have image.

Watching TV on the projector:

Turn on the Digital TV-tuner (3) on with the remote control, using the button on the top left. Always aim on the receiver and not the screen. Turn on 'beeld' on the selection panel (1) and put the channels of 'boxen bij projector' as well as 'overige boxen' on TV-tuner.

- You can zap using Channel (CH).
- You can also punch in the numbers of the channel.
- A simple channel list can be gotten by pressing 'OK'. Choose a channel using 'OK'.
- The electronic program guide can be reached via: 'Guide'. Using the arrows, choose a channel by pressing 'OK'. Use 'Return' to get a fullscreen image again.

Image from a USB-stick on the projector:

Turn on the Mediaplayer (2), put the USB-stick in the mediaplayer or use the adjacent USB-cable and put 'beeld' and both sound channels on 'mediaplayer' on the selection panel (1). Then use the remote control and follow the instructions on the projector.

Laptop image on the projector:

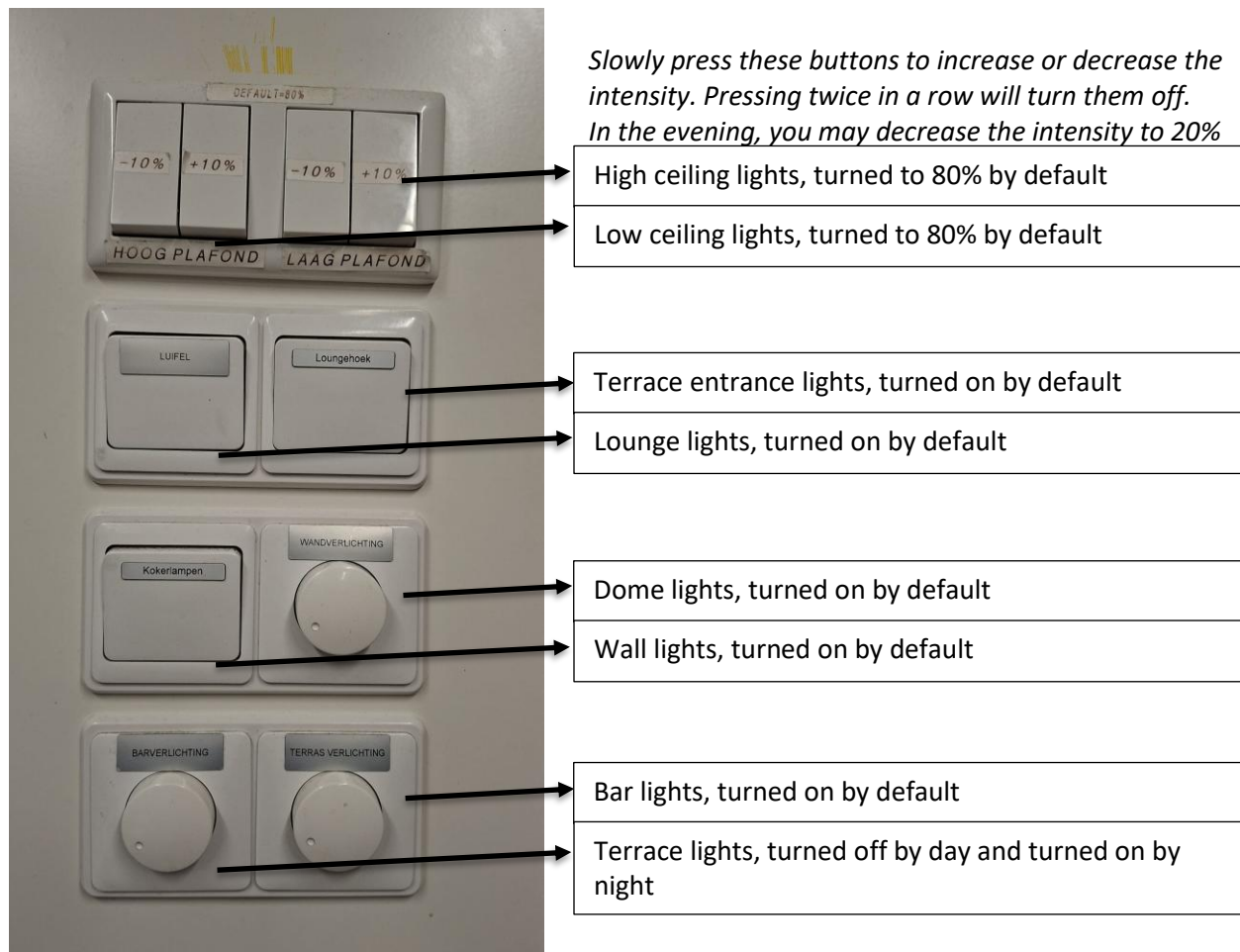
Under the right window looking out on SC4, there is a socket attached to the wall where you can connect a laptop. This is done using an HDMI cable. With the button 'laptop' on the selection panel (1) you can switch the projector to the HDMI-channel. The sound can be regulated via the selection panel (1) by switching 'boxen bij projector' and 'overige boxen' to 'laptop'.



Lighting and furniture

Lighting in the canteen and on the terrace

The picture below shows the setup in the dishwashing area for lights in the sports canteen. By default, all lights are turned on according to the picture.



When closing the canteen, all lights must be switched off. The lights in the cooling buffets can be turned off using the switch on the lower right. Make sure that you do not turn off the cooling buffet itself. The switch for the deep-fryer extractor fan can be found on the left of the extractor fan.

The coffee machine lighting will stay on!

Furniture

The furniture may **not** leave the canteen or the terrace. We do not lend out anything. Be sure to remind the guests that tables are not meant to be sat on. And be sure to leave the canteen in a nice state by putting tables and chairs back in their place from time to time.



Special cases

Sports injuries

Because it is a sports canteen, it is very likely that people with a sports injury come to the bar for ice. You may refer them to the servicedesk. Do **NOT** hand out towels, as they disappear.

Dealing with ROC students

ROC students regularly visit the sports canteen, special rules apply to them. They are not always **aware** of these rules; do not be afraid to teach them:

It is **permitted** to bring from home and use in the canteen:

- Drinks and bottles of water
- Homemade sandwiches in a box or plastic bag
- Fruits

It is **not allowed** for them to bring:

- Cans or big bottles with drinks
- Food bought somewhere else (i.e., Spar or Subway)

A caretaker of the ROC will make sure the students follow these rules. You can contact the **service desk** if the ROC students do not adhere to the rules.

Deliveries

Deliveries arrive every Tuesday and Friday. The student worker will sort the deliveries. If they need help with this, they will ask you and instruct you on what goes where.

Kettle coffee or tea

Before making the coffee, be sure to wet the filter, so that no coffee residue will fall into the kettle. From 10L, about 75 cups of coffee can be poured.

To make one big kettle of coffee (10L), 6 large spoons of coffee are needed. The spoon can be found in the jar with the coffee. To make 10L of coffee takes about 15 mins.

Tea in kettles is produced with big teabags; take those out before pouring from the kettle, otherwise the tea will get too strong.



Calamities

Evacuation volunteers

From 20:00 – 01:00, the barteam should have 2 evacuation volunteers. These volunteers wear a band that says “Ontruimingsvrijwilliger” (the bands can be picked up at the servicedesk after having watched the instructional video there).

In case of an emergency, the evacuation volunteers will ensure all guests leave the canteen.

Evacuation alarm (slow whoop)

What to do:

1. **Turn off** all heated equipment:
 - **Fryers**
 - **Griddle**
 - **Steamer/Oven**
2. Leave the building immediately

If you are an evacuation volunteer:

1. **Turn off** all heated equipment
2. Ensure all guests leave the canteen and terrace
3. Approach the **BHV coordinator** (head of EROs) and tell them everyone has left the canteen
4. Ask if you can be of any help. If not, leave the building immediately

Disorder in the canteen

If there is any disorder in the canteen, then it is up to the barteam to solve this in the first instance. This must be done by starting a calm and polite yet clear conversation. If you cannot solve the problem, then the receptionist must be advised (053-489 8001). Keep in mind that the receptionist is the last resort.



Appendix A: Hygiene rules

General hygiene rules

- Always **wash hands** at the start of a shift, after changing garbage bags, and after using the toilet
- Do not wear rings, watches, bracelets, or nail polish during your barshift
- Wear a **clean association shirt**, long trousers, and closed shoes, **also in the summer**
- Look clean and fresh
- Keep the canteen neat and clean
- Keep the bar clean and free of junk during the day
- Keep the area around the deep-fryer neat and clean
- Keep all items that must be kept cool in the fridge
- Use clean cloths and frequently get clean hand-warm water
- ☐ The plastic containers for food, such as 'kroketten', must go through the dishwasher before being used

Food-related hygiene rules

- 'Frikandellen', 'kroketten' and 'bitterballen' must not be defrosted in their box, but in a plastic container in the small fridge.
- Fries must be placed in a plastic container in the fries cooler during opening hours. If a new bag of fries is opened, this must always be placed in a clean container.



Appendix B : Houserules and code of conduct in the Canteen of the Sports Centre UT

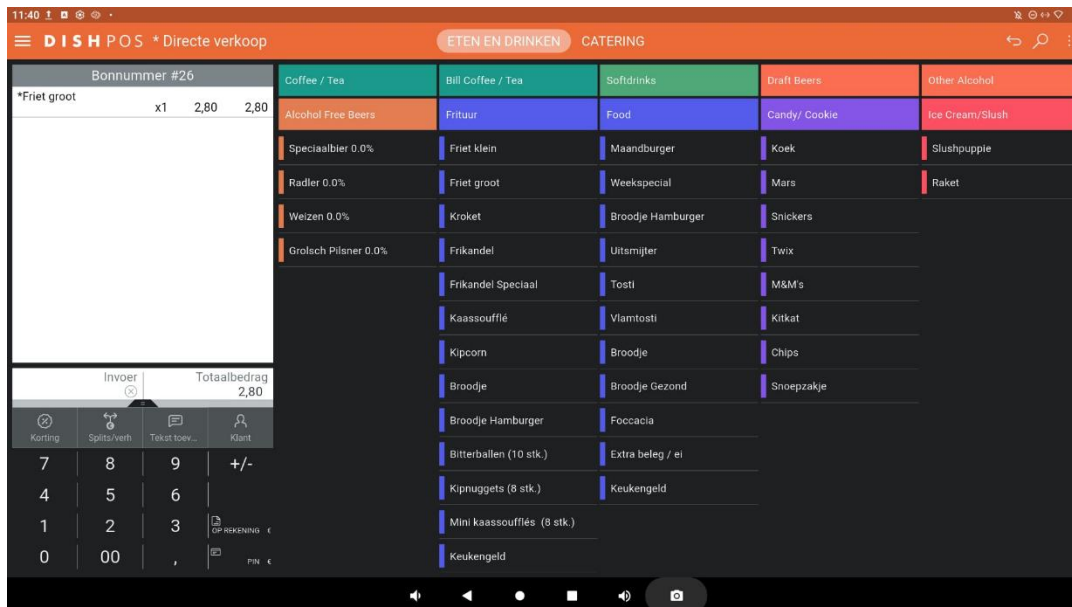
1. The houserules in the canteen must be complied with. In the case that these rules do not suffice for the barteam then, possibly in consult with the canteen manager¹ or receptionist, decide what happens.
2. It is not allowed to consume homemade consumptions in the canteen or anywhere on the terrain belonging to the canteen.
3. It is not allowed to consume alcoholic beverages bought in the canteen anywhere else (for example in the dressing rooms). Alcoholic beverages may only be consumed in the canteen or on the terrace.
4. Alcoholic beverages are not sold to:
 - Youth leaders, trainers of youth teams and other guidance of youth while they are in function.
 - Persons functioning as chauffeurs for the transport of athletes.
5. The board wants to prevent those who drink more than allowed to participate in traffic. Based on this it is allowed to refuse someone alcoholic beverages.
6. People showing aggression or any other deviant behavior, may be removed from the canteen, by the manager or by a bar volunteer.
7. Managers and bar volunteers do not consume alcohol during their barshift.
8. There will be no consumption of alcohol if more than three quarters of the guests is under the age of 18.
9. Stimulating alcohol consumption, such as happy hours, yards of bier and rounds by the boss aren't allowed.
10. From the point of view of alcohol moderation, the consumption of alcohol-free beverages is promoted, by not being more expensive than alcoholic beverages.
11. Without permission from the barteam or the canteen manager no one is allowed behind the bar, with the exception of reception or maintenance personnel of the Sports Centre.
12. Smoking and drug consumption are not allowed in the canteen or the terrace.
13. Without permission from the barteam no one is allowed to touch the audio/video devices, with the exception of the canteen manager, receptionists and maintenance personnel of the Sports Centre.
14. When using the tableware (for example plates and knives), it must be returned to the bar after use.
15. Glassware and tableware are not allowed out of the canteen and are not lent.
16. Furniture must be used as it is meant to be used and may not leave the canteen. After use the furniture must be left behind in a neat state.
17. The barteam is responsible for the appearance of the canteen and may address the guests in case of unwanted behavior. Unwanted behavior is for example when the abovementioned rules aren't complied with, unnecessary dirtying of the canteen or ruining the atmosphere in the canteen. In these cases the barteam or the receptionist may remove these guests from the canteen
18. Instructions (which may be in contradiction to these rules) from the canteen manager or the receptionist must be followed at all times, this goes for guests as well as the barteam.

¹ Student workers in the canteen have the same rights as the canteen manager.

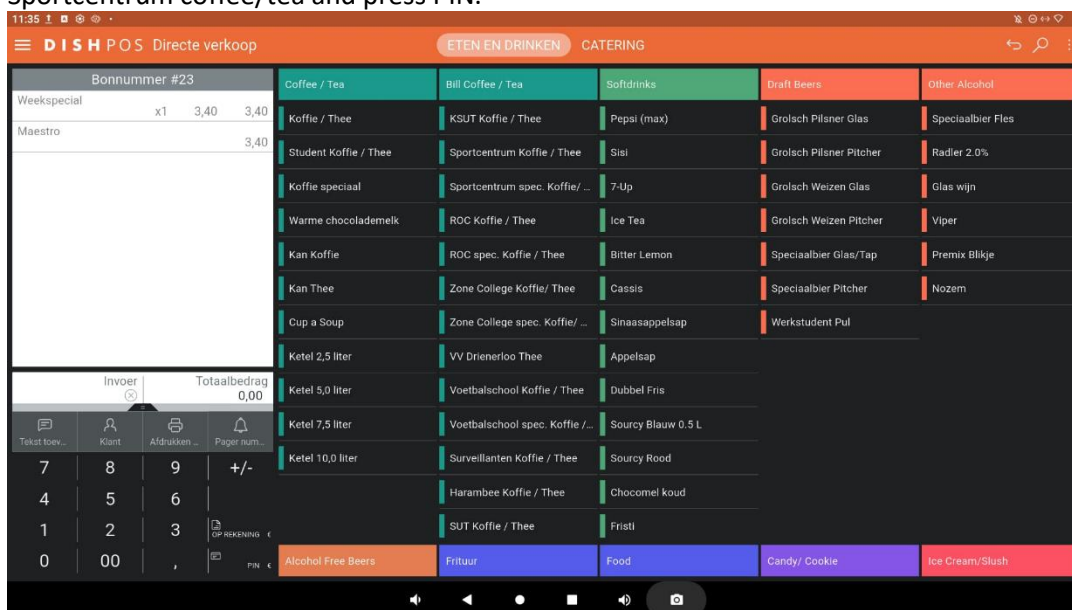


Appendix C : Cash-register

The cash register is shown in the image below. It contains several categories for the food and drinks sold in the sports canteen. When a customer orders an item, you locate it in the appropriate category and press it. It will appear on the ticket on the left side of the screen. Once the entire order is on the ticket, you press PIN so the customer can pay.



The category Bill Coffee/Tea is used for relations of the Sports Canteen who can order free coffee that will be billed later to their company. When someone asks for a “sportcentrum coffee” for example, you press the button Sportcentrum coffee/tea and press PIN.



When a wrong product has been put on the register, it can be removed by holding the item on the ticket and pressing the red X button. If the customer has paid for a wrong product, they can fill the “formulier geld terug” form. You need to attach the receipt (see next page how to print) and sign in.



Print a receipt

The screenshot shows the DASH POS interface. The sidebar on the left contains navigation options: Faciliteiten, Voorraad, Rapport afdrucken, Zoek order, Dienstbeheer, PIN/EFT terminals, Dish support, Kastransacties, Geen rekening afdrucken, Herafdrukken order, and Rekening retour. The main menu at the top has tabs for 'ETEN EN DRINKEN' and 'CATERING'. Below these are categories: Coffee / Tea, Bill Coffee / Tea, Softdrinks, Draft Beers, and Other Alcohol. A list of items is displayed, including Koffie / Thee, Student Koffie / Thee, Koffie speciaal, Warme chocolademelk, Kan Koffie, Kan Thee, Cup a Soup, Ketel 2,5 liter, Ketel 5,0 liter, Ketel 7,5 liter, Ketel 10,0 liter, VV Drienerloo Thee, Voetbalschool Koffie / Thee, Voetbalschool spec. Koffie / Thee, Surveilanten Koffie / Thee, Harambee Koffie / Thee, SUT Koffie / Thee, Pepsi (max), Sisi, 7-Up, Ice Tea, Bitter Lemon, Cassis, Sinaasappelsap, Werkstudent Pul, Appelsap, Dubbel Fils, Sourcy Blauw 0.5 L, Sourcy Rood, Chocomel koud, Fliet, Grolsch Pilsner Glas, Grolsch Pilsner Pitcher, Grolsch Weizen Glas, Grolsch Weizen Pitcher, Speciaal Bier Fles, Radler 2.0%, Glas wijn, Viper, Premix Blikje, Nozem, and Candy/ Cookie. A red arrow points to the 'Rekening retour' button in the sidebar.

The second screenshot shows the 'Selecteer order' dialog. It lists several orders with details like 'Directe verkoop/Arashi', 'bonummer', and '€ 3,40'. A red arrow points to the first entry. A message in the background says 'Bestelregels zijn niet beschikbaar, selecteer eerst een order'.

The third screenshot shows the 'Rekening retour' dialog. It lists items like 'Weekspecial' and 'Maestro' with quantities and prices. A red arrow points to the 'Rekening retour' button in the sidebar.



Use a barpas

The screenshot displays the DASH POS system interface, which is used for managing a bar or restaurant. The interface is divided into several sections:

- Top Bar:** Shows the time (11:36) and the current location (St. Kantine Sportcentrum UT).
- Left Sidebar:** Contains navigation options such as "Faciliteiten", "Voorraad", "Rapport afdrukken", "Zoek order", "Dienstbeheer", "PIN/EFT terminals", "Dish support", "Kastransacties", "Geen rekening afdrukken", "Herafdrukken order", and "Rekening retour".
- Main Area:** Displays a grid of items categorized by "ETEN EN DRINKEN" (Food and Drink) and "CATERING". Items include various coffee/tea options, soft drinks, draft beers, and other beverages. Each item has a price and a small icon.
- Bottom Section:** Shows a list of associations (Verenigingen) with their names and associated items. The list includes: Aloha, Arashi, Buitenwesten, Cabezota, Arriba, DIOK, Hardboard, High Tech Hitters, Hippocampus, Klein Vezet, Kronos, Linea Recta (Linea Recta), Messed up, Motor Sport Group, Phoenix, Piranha, Sagittarius, Skeuvel, Slapping Studs, Tartaros, Thibats (Thibats), TSAC, Vakgericht, VV Drienerlo, Voetbalschool, Harambee, and VV Drienerlo.

Red arrows and numbers indicate the steps for using the system:

- 1 - Select your item
- 2 - Select your association
- 3 - Choose your association
- 4 - Select your item
- 5 - Select your association



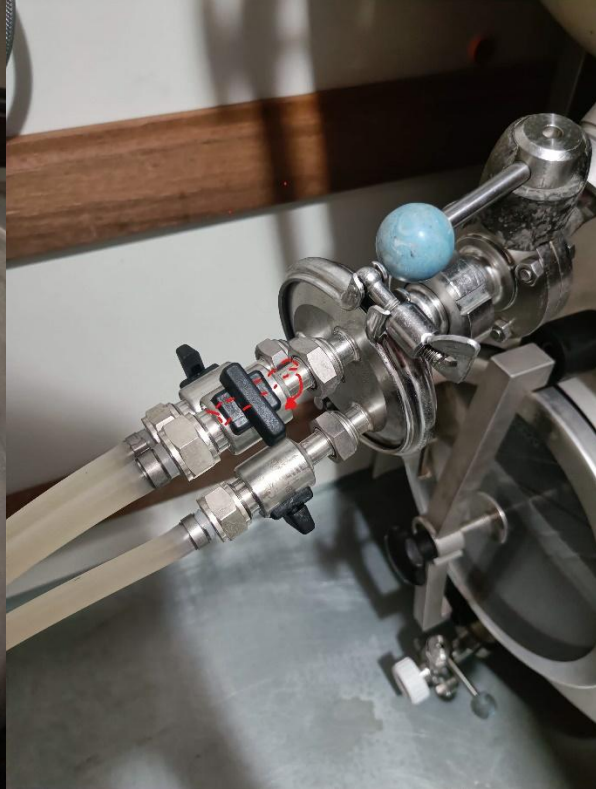


Appendix D: Detaching and attaching a new beer tank

0. Close the air intake of the tank



1. Close all 3 valves on the beer-pipe



2. Pull the handle a bit and rotate it 90 degrees



3. Detach the entire pipe using the wrench





4. Remove the seal from the new tank



5. Attach the pipe again and hand tighten it

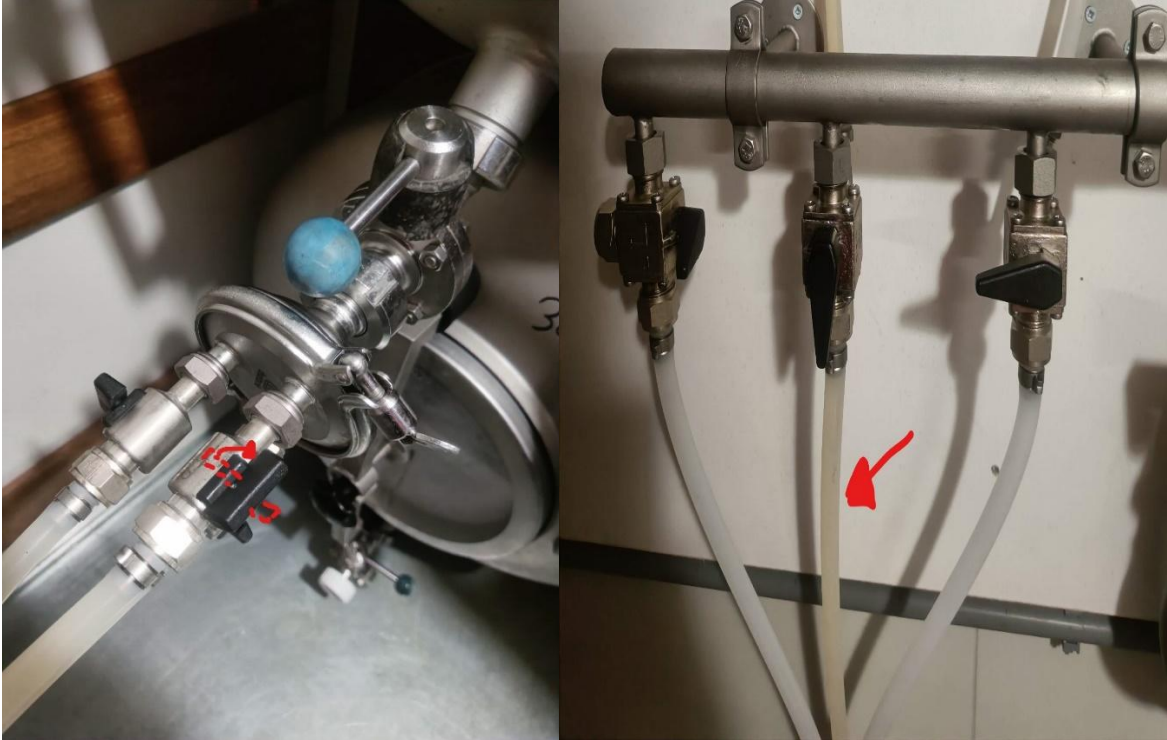


6. Use the wrench to (HAND!!) tighten the pipe 7. Pull the handle a bit and rotate it 90 degrees





8. Open the middle valve again (see left picture to see which one is the middle one)





Appendix E: Pictures of the snacks

'Bitterballen'	'Kipnuggets'
	
'Mini-kaassoufflé'	'Frikandel'
	
'Kroket'	'Kipcorn'
	
'Kaassoufflé'	
	

Appendix F: Closing checklist sports canteen

(Note: on weekends, other times may apply)

Time	Task	Done?
General		
22:00 – 00:45	Clear the bar of dirty dishes and glassware	
22:00 – 00:45	Clean up the terrace and close the parasols	
22:00 – 00:45	Sort and put away bottles, full crates on the cart	
22:00 – 00:45	Flatten all cardboard boxes and throw them in the blue container	
<u>23:30</u>	Call out the last round for food	
00:00 – 00:45	Clear all tables of empty dishes and glasses - put dirty dishes through the dishwasher	
00:00 – 00:45	Clean all empty tables and the bar with a towel and soapy water	
00:00 – 00:45	Put the sauce pumps in the walk-in fridge in the back	
<u>00:15</u>	Call out last round for beer, do NOT sell any pitchers (start cleaning empty tables and barstools as people are leaving)	
<u>00:45</u>	Canteen closed, guests should be out by now (Every Tuesday: Put all <i>chairs</i> on the tables and all <i>barstools</i> on the bar)	
00:45 – 01:00	Final check: Wrap up, check if equipment is turned off (dishwasher, griddle, radio, projector, fryers), turn off lights	

Time	Task	Done?
Kitchen (frying, griddle, and dishwashing area)		
Entire day	Keep all food items within the fridge drawers where they belong to prevent spoiling	
21:30 – 23:30	Keep the kitchen clean and orderly	
<u>23:30</u>	Call out the last round for food	
23:30	Turn off all kitchen equipment (fryers, griddle, steamer, toastie grill)	
23:30 – 00:15	Clean the frying area of grease and food remains (ensure no water enters the fryers)	
23:30 – 00:15	Clean the griddle, put the surrounding metal piece and the grease-catch-tray through the dishwasher. Caution: the griddle may still be hot	
23:30 – 00:15	Put all kitchen equipment through the dishwasher, remember to pre-rinse (e.g., knives, cutting boards, dirty oven plates, dirty food containers, griddle equipment, etc.)	
23:30 – 00:15	Clean the entire kitchen surface with soapy water and a towel/sponge	
23:30 – 00:15	Clean the dishwashing sink, dispose of food remains in the bin	
23:30 – 00:45	Put all final dirty dishes, trays, and cutlery through the dishwasher before turning it off	
<u>Before 00:45</u>	Turn off the dishwasher, clean its filters when it's drained of water	

