## Entering "Tipped" Wages

Last Modified on 01/06/2017 10:43 pm MS

## From the Menu Bargo to **Employees**

## Select Edit to access an employees settings

\					
Log out Das	hboard Schedule	Employees	Reports	Roles / Heac	
Employee L	ist 3 Locations	~	Acti	ve l	
- Front of House		lude Employe	es Working	Here	
Name			Email		
Unassigned	Edit				
Armstrong, Kristin	Edit Edit Avail	/ Prefs	test@test	.com	

Selct the Salary / Wages Tab

To enter **Tipped Wage** (below minimum wage), check the **"Below Min Tippable Wage"** checkbox when entering a wage

0	g PTO Hours					
0		M 1 5				
	-	: Monday De	c 26, 2016 - S	unday Jan 8, 2017		
-	ourly Employee	ourly Wage Sta	rt Date	Notes		
	erver 🗘 \$	7.50 Jan	n 2, 2017 🔛			
						Add Wage/Salary
	Below Min Tippable	-	-			
	Il roles not config	ured with a wag	ge will use the "De	efault Wage" wage		
A						

For New York and states which tie Overtime to minimum wage, enter the override calculation (in this case \$11.00), as shown in the preceding image

To rapidly designate all Tipped Wages in a company

Choose Reports from the main toolbar

## Select and Show the Wage Report

To apply Tipped designation, under the "Below Min w Tips" column, check all Tipped Wages

Front of House					
Employee Name		Role	Below Min w Tips	Wage / Salary OT 1.5x	Start Date
Unassigned, Front of House	Hourly	Default Wage		\$0.00	Jan 6, 2017 EDIT
Armstrong, Kristin	Hourly	Default Wage		\$9.25	Jun 16, 2016 EDIT
Cipollini, Mario	Hourly	Default Wage		\$9.25	Jun 16, 2016 EDIT
Compton, Katie	Hourly	Server		\$7.50 \$11.00	Jan 2, 2017 EDIT

To raise Tipped Wage floor globally, see Raising Minimum Wage and Minimum Tipped Wage