Synergy Order App - The Boss Phone: Seeing All Branches

The boss phone lets you read the sales of your shop's branches from one place. This guide shows where to find it, how to look at one branch or all branches, and how to add a branch.

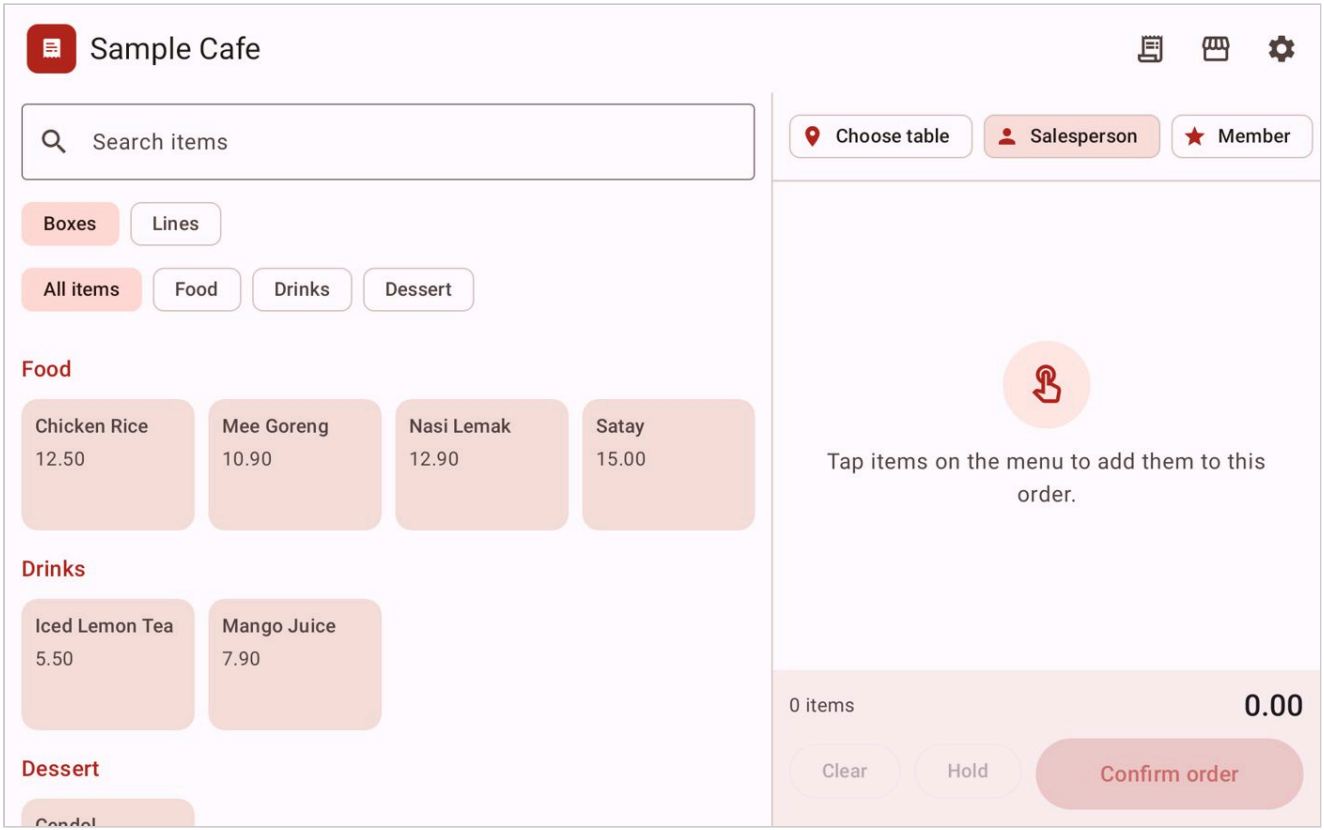
Before you start

- Have the main device address of each branch ready.
- Have the code from each branch's Add device screen ready, or be ready to scan its QR code.

Steps

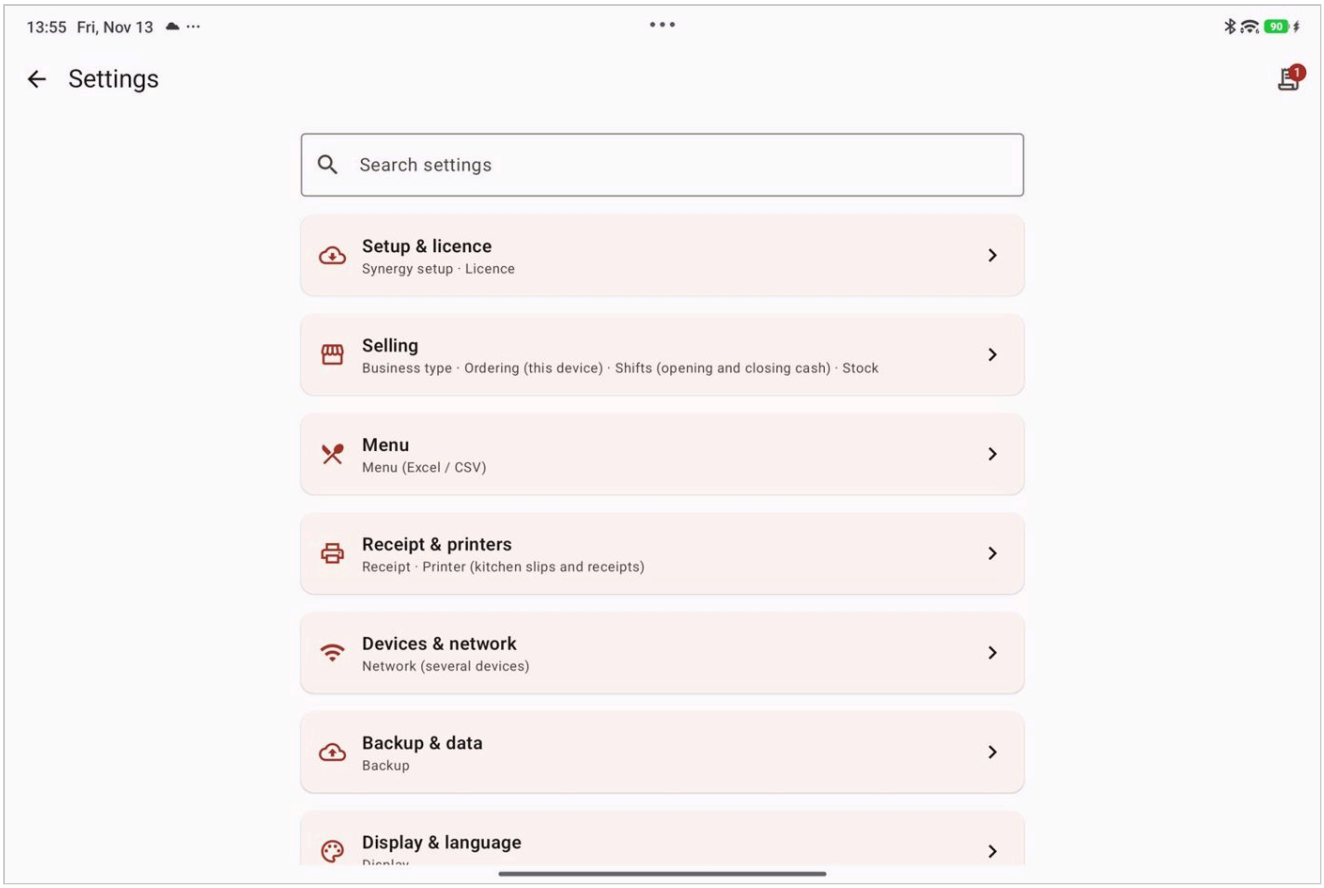
1. Start on the order screen

This is the screen you see when you open the app.



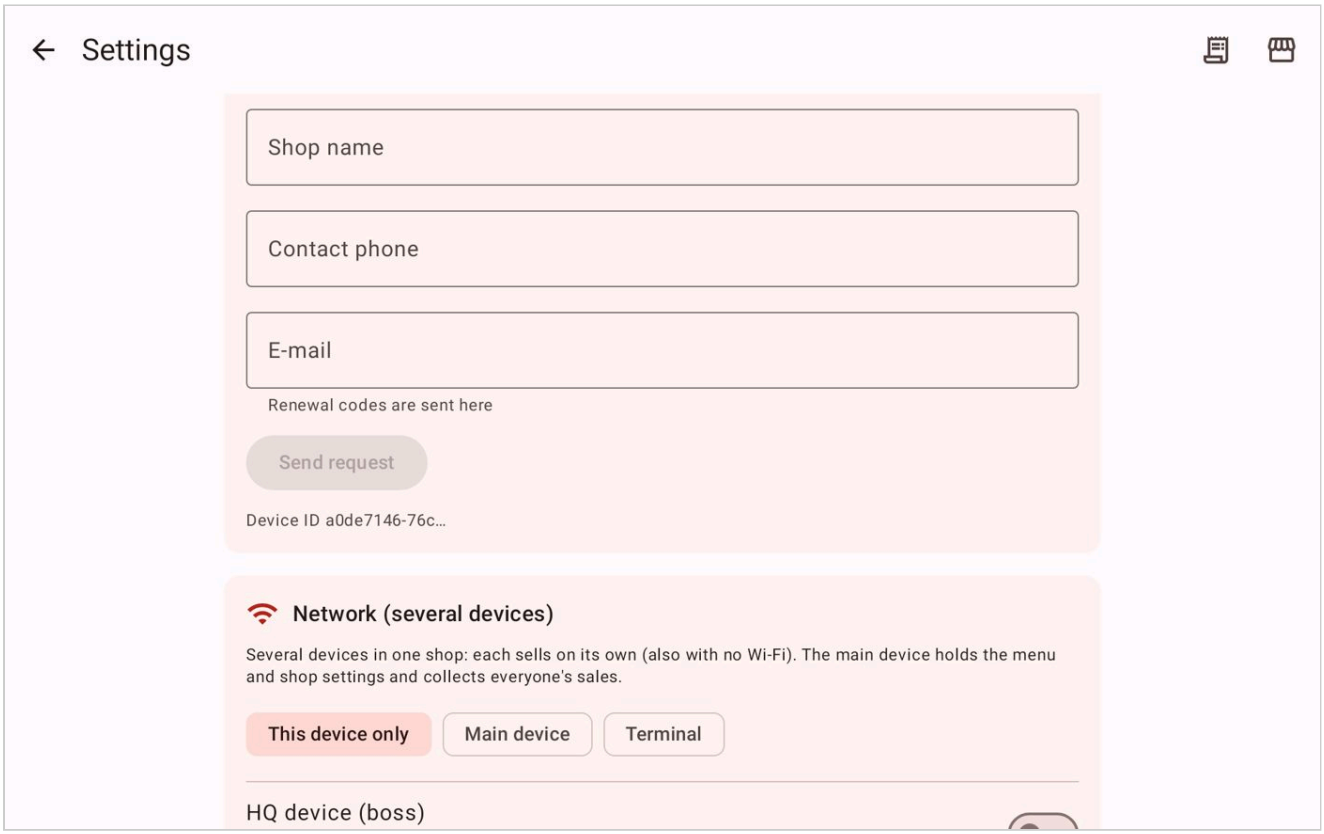
2. Open Settings

Tap the gear icon to open Settings.



3. Find HQ device (boss)

Open the group Devices & network and find HQ device (boss). This is where a phone is made the boss phone that reads the sales of the shop's branches.

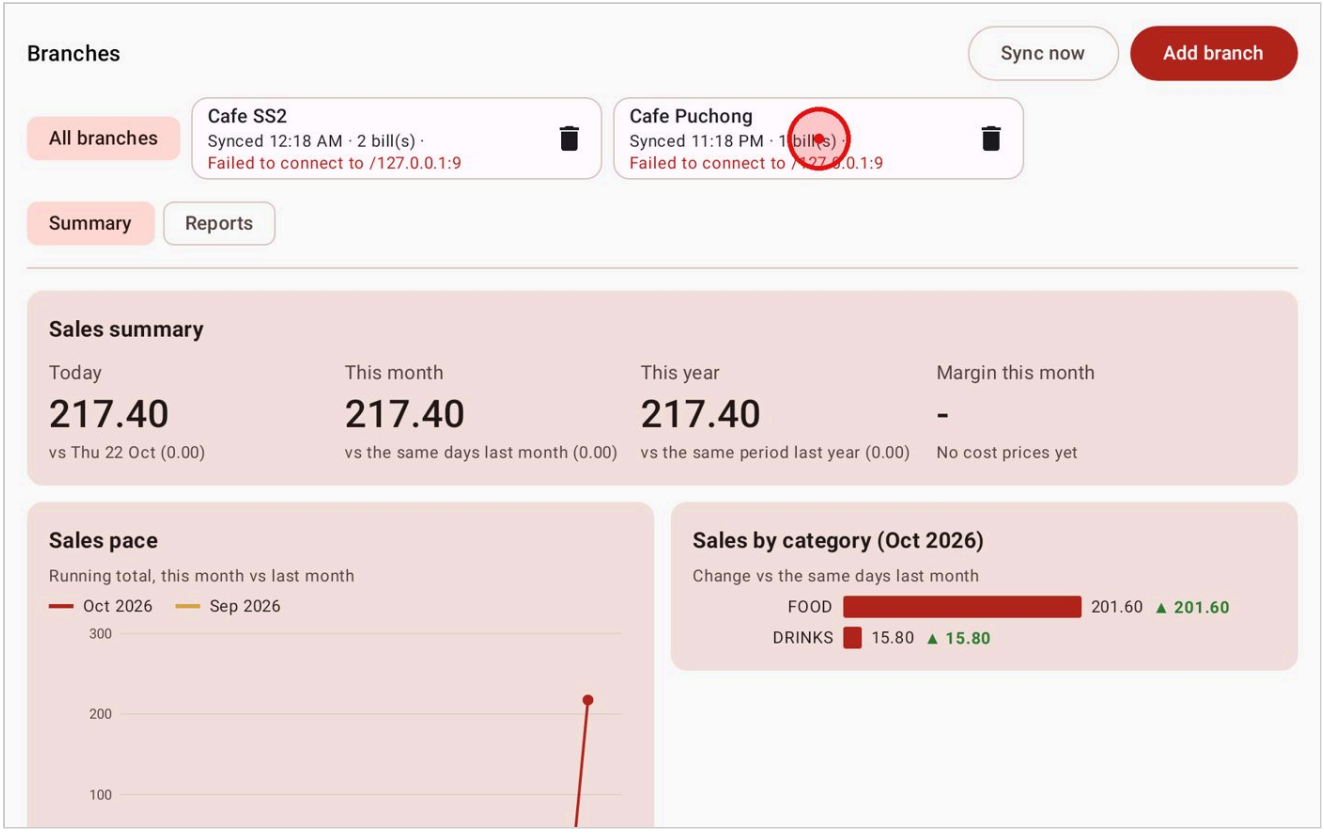


4. Look at all branches

The boss screen lists your branches and shows when each one last synced. All branches together are shown first.

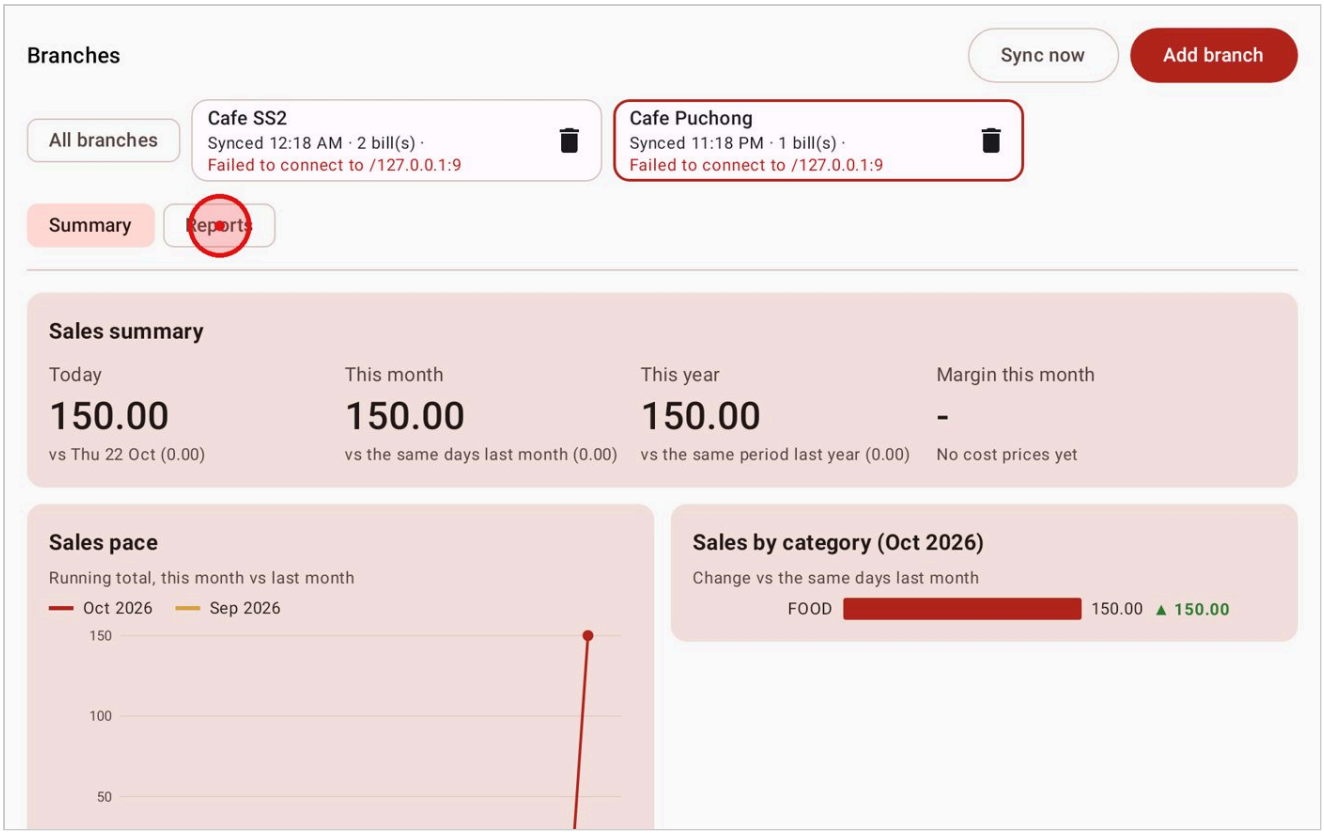
5. Choose one branch

Tap one branch to see only that branch.



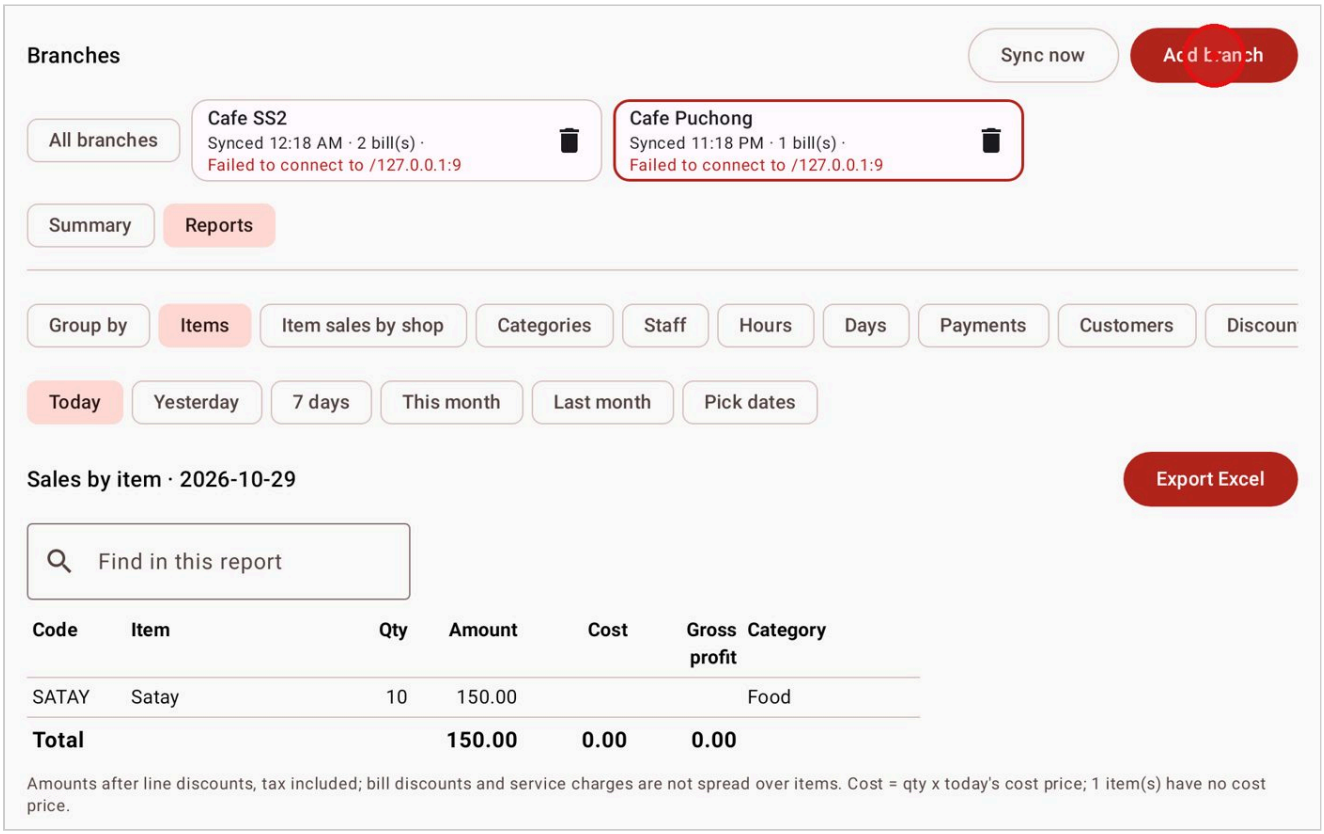
6. Open the reports

Tap Reports to see the sales reports for the branches you chose.



7. Add another branch

Tap Add branch. Type the branch main device address and the code from its Add device screen, or scan its QR code. Then tap Connect.



Tips

- The boss phone can also keep selling if you turn on 'This phone sells too'.

- In Reports you can pick Today, Yesterday, 7 days, This month, Last month or Pick dates, and tap Export Excel to export.

Order App (screens from build 2026-11-13A) - Guide date 2026-11-13.