



THE OPERATING INTELLIGENCE LAYER FOR MODERN RETAIL

CONTROL EVERY OUTLET. SEE EVERY SIGNAL.

A complete guide to sales, people, payroll, finance, stock, secure clocking, reporting and AI-assisted operations.

OPZAIQ PLATFORM / 2026 EDITION

One live command centre for every store, manager and operational decision.

THE OPERATING MODEL

One command centre. Every operation connected.

OPZAIQ replaces disconnected spreadsheets, chats and paper processes with one live operating picture.

**Command centre**

Sales pulse

People & shifts

Finance control

Stock signals

TODAY ACROSS OUTLETS

\$9,744

+8.4%

TEAM ON SHIFT

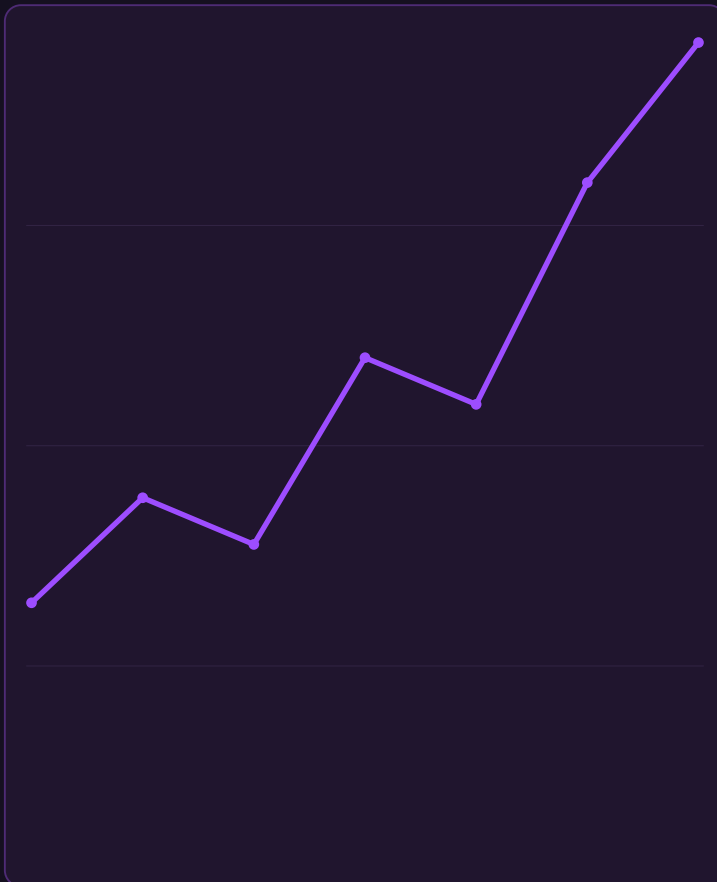
18

4 outlets

OPEN ACTIONS

7

3 urgent

**LIVE OPERATIONS FEED**

- **Darlinghurst**
Target reached
- **Bondi**
2 staff clocked in
- **Parramatta**
Invoice due tomorrow
- **CBD**
Stock batch expiring

MULTI-OUTLET CONTROL

Your entire business in one live view.

Switch outlets without losing context, compare performance and keep each team working from the same source of truth.

- Live outlet switching keeps sales, staff, tasks and finance correctly scoped to the store you are managing.
- Business-wide targets reveal which locations are ahead, behind or need intervention today.
- Owners see every outlet; limited staff see only approved pages at their assigned home outlet.
- Central business administration manages store pins, people, rates and payslip approvals from a PC.
- Activity history records who added, edited or deleted operational information.

OUTLETS

UNIFIED

SIGNALS

LIVE

HISTORY

AUDITED**OPERATIONAL OUTCOME**

Move from weekly hindsight to same-day action across every outlet.

SALES INTELLIGENCE

See the week taking shape — not after it ends.

Daily cash, EFTPOS and delivery takings flow into weekly performance, targets and downloadable reports.



Command centre

Sales pulse

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WEEK TAKINGS

\$68,904

+6.1%

WEEKLY TARGET

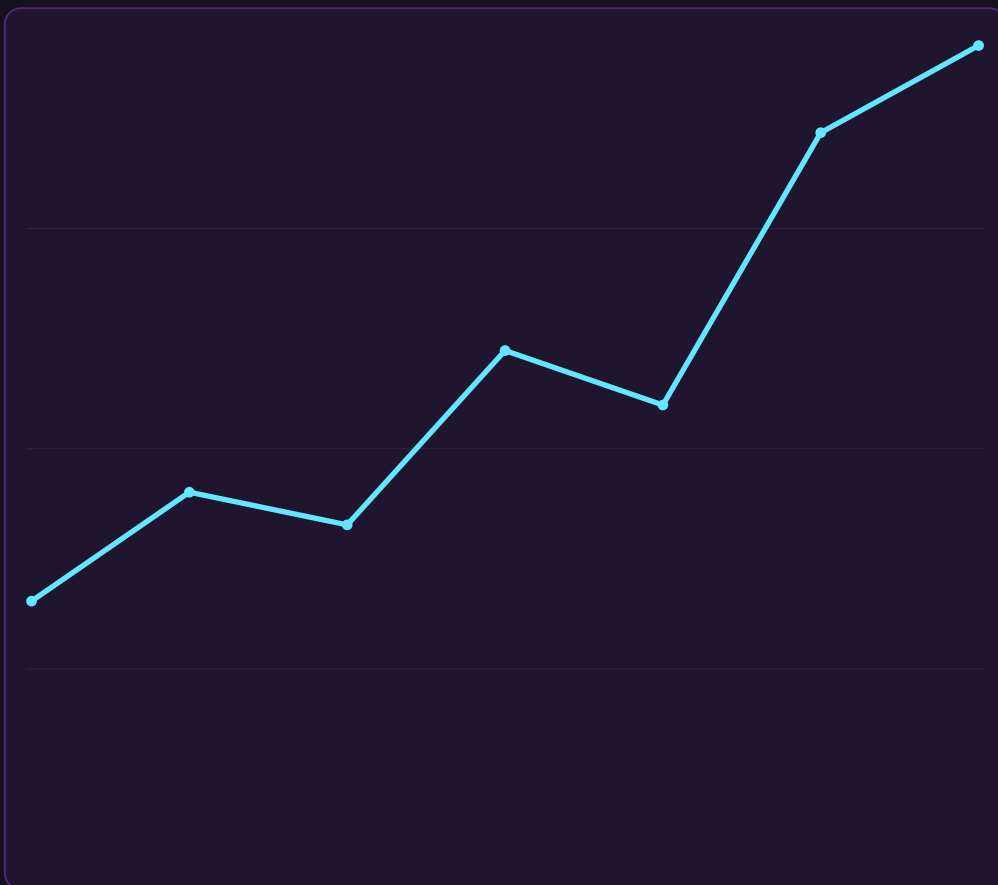
\$68,208

101%

BEST OUTLET

Darlinghurst

\$19,430



SALES MIX

EFTPOS

67%

Cash

21%

Delivery

12%

SALES & REPORTING

Capture sales once. Use the insight everywhere.

Sales entry, photo capture, targets, history and reporting are designed as one continuous operational workflow.

- Staff enter cash, EFTPOS and delivery totals per outlet and day, with totals calculated automatically.
- Take a photo of the EFTPOS end-of-day summary; AI reads the card total and fills the EFT field for confirmation.
- Compare each outlet with its daily target and review week-by-week performance from a searchable history.
- Download a polished weekly PDF showing outlet totals, channels, targets and daily results.
- Email the report instantly or activate automatic Sunday delivery to the chosen recipient.

DAILY TARGET

\$2,436

REPORTS

PDF + EMAIL

HISTORY

SEARCHABLE**OPERATIONAL OUTCOME**

A reliable weekly rhythm: capture, compare, review, share and improve.

PEOPLE OPERATIONS

Put the right people in the right place.

One connected people system joins staff records, access, rosters, attendance and accountability.

- Add each staff member with role, contact details, home outlet, employee code and pay settings.
- Grant full access or tick exactly which pages that person can open; new staff start with shifts and clock only.
- Existing staff can retain full business access while managers progressively introduce tighter permissions.
- Each person signs in with their own mobile number and code, giving every action a clear identity.
- Managers can see availability, leave dates, rostered hours and actual worked hours together.

ACCESS

PER PERSON

HOME OUTLET

SCOPED

CHANGES

ATTRIBUTED**OPERATIONAL OUTCOME**

Clear access without slowing the team — and a reliable record of who changed what.

ROSTERS & SCHEDULING

Build the week. Publish with confidence.

Create the operating plan, adjust it quickly and carry approved hours forward into payroll.

- Build weekly shifts by staff member, outlet, start time and finish time in a clear schedule.
- Edit the worker or hours, remove a shift with confirmation and account for staff unavailability.
- Print clean black-on-white roster sheets for the workplace regardless of the dark on-screen theme.
- Use rostered hours as the primary payroll basis, while unrostered clock records still capture genuine extra work.
- Create payslips from the roster, then adjust worked hours before final approval when needed.

WEEK

PLANNED

HOURS

CONNECTED

PRINT

CLEAR**OPERATIONAL OUTCOME**

Planning, attendance and pay remain aligned instead of being reconciled by hand.

SECURE CLOCKING

Clocking that knows where work happens.

Mobile geofencing and approved Centre Control PCs protect attendance without making clocking difficult.

- Phones must provide precise location and be within 30 metres of the outlet's saved store pin.
- Clock-in and clock-out are blocked when location is unavailable or the person is outside the boundary.
- An owner can approve a browser on the in-store PC as Centre Control for one outlet.
- The Centre Control uses a revocable, server-hashed device token — never a browser-stored role.
- Managers can correct missed or incorrect entries, with the change recorded in activity history.

BOUNDARY

30 METRES

PC

TRUSTED

CHECK

SERVER-SIDE**OPERATIONAL OUTCOME**

Flexible for real stores, strict enough to protect payroll and attendance records.

MOBILE STAFF APP

A useful app in every staff member's pocket.

Install OPZAIQ from the home screen and give staff direct access to the moments that matter.

- Installable on iPhone and Android with the official globe-Q identity and a fast app-like launch.
- Staff sign in with their own mobile number and employee code — no shared identity.
- Clock in and out within the store boundary using precise mobile location.
- View personal shifts, worked hours, leave information and sales on days worked.
- Open and download personal finalised payslips directly from the phone.

IPHONE

READY

ANDROID

READY

PAYSLIPS

PERSONAL**OPERATIONAL OUTCOME**

The everyday staff workflow stays simple, mobile and accountable.

PAYROLL CONTROL

From roster to approved payslip.

Turn planned and worked hours into a transparent pay run with room for manager review.

- Handle casual hourly pay and annual salary settings from the same staff record.
- Store award name, hourly rate, annual salary and super rate per person.
- Calculate casual base hours and weekend loadings, with tax, super, gross and net shown clearly.
- Managers can amend final worked hours before finalising the pay run.
- Print individual or bulk payslip PDFs, each carrying the official OPZAIQ globe-Q footer.

SUPER

12%

PAY RUN

REVIEWABLE

HISTORY

PERMANENT**OPERATIONAL OUTCOME**

A traceable path from scheduled labour to a professional payslip.

AI DOCUMENT INTELLIGENCE

Turn a photo into structured finance data.

OPZAIQ uses AI where it removes repetitive entry while keeping a person in control of the final record.

- Upload or photograph an invoice; AI extracts supplier, invoice number, dates and total amount.
- Matching invoice numbers can update an existing invoice instead of creating a duplicate.
- Photograph a receipt; AI pre-fills supplier, date, amount and category for confirmation.
- Uploaded records keep their upload date, sort newest first and remain editable or deletable.
- Supplier matching improves consistency across invoices, receipts and expense tracking.

INPUT

PHOTO

EXTRACTION

AI-ASSISTED

FINAL SAVE

HUMAN-CHECKED**OPERATIONAL OUTCOME**

Less typing, faster capture and a clear confirmation point before financial data is saved.

INVOICES, RECEIPTS & PAYMENTS

Keep every payable and expense in context.

A single finance workspace connects what arrived, what was paid and what remains owing.

- The invoice register shows supplier, status, total, paid, owing, due date and upload date.
- Record part or full payments with payment date, amount and method; status updates follow the ledger.
- Receipts create a searchable expense history with overall and current-month totals.
- Supplier records are managed per outlet and can be matched automatically during upload.
- Mobile layouts use readable cards while desktop retains a detailed lined register.

INVOICES

TRACKED

PAYMENTS

RECONCILED

EXPENSES

VISIBLE**OPERATIONAL OUTCOME**

Know what has arrived, what has been paid and what still needs attention.

INVENTORY & BATCHES

See stock risk before it becomes waste.

Connect everyday stock control with batch, expiry and merchandising workflows.

- Maintain inventory records per outlet so stock stays attached to the correct operating location.
- Track batches and expiry dates to make short-dated products visible before they become a loss.
- Use merchandising checks for presentation standards including clean windows and store readiness.
- Create operational tasks with due dates, ownership and printable task sheets.
- Keep specialist tasting and ambassador workflows alongside core store operations.

BATCHES

TRACEABLE

EXPIRY

VISIBLE

STANDARDS

CHECKED**OPERATIONAL OUTCOME**

Turn stock, presentation and in-store execution into repeatable operating routines.

TASKS & SPECIALIST WORKFLOWS

Make standards visible and repeatable.

From daily tasks to tastings and brand ambassadors, specialist activity stays connected to the outlet.

- Create and track outlet tasks so recurring operational work is not lost in messages.
- Plan tasting schedules in a shared calendar and keep each booking tied to the correct location.
- Manage ambassador activity and specialist retail workflows without a separate system.
- Print task and tasting schedules in clean black-on-white layouts for use on the floor.
- Use activity history to understand who changed the operating plan and when.

TASKS

OWNED

SCHEDULES

SHARED

WORKFLOWS

CONNECTED**OPERATIONAL OUTCOME**

Every operating standard becomes assignable, visible and easier to execute consistently.

BUSINESS ADMINISTRATION

Manage the business from one PC workspace.

Owners and admins get a consolidated control point while detailed pages remain the source of truth.

- Set or update each outlet's store pin from the physical location using precise device location.
- Approve or revoke an in-store browser as Centre Control for one specific outlet.
- Manage staff records, access choices, rates, awards and salary settings centrally.
- Review payroll inputs and approve payslips without duplicating staff or pay records.
- Keep specialist operational pages available for deeper day-to-day work.

STORE PINS

CONTROLLED

PEOPLE

CENTRALISED

PAYSLIPS

APPROVED**OPERATIONAL OUTCOME**

A clear administration layer without creating duplicate records or parallel processes.

SECURITY & ACCOUNTABILITY

Trust is designed into every write.

Access rules, outlet checks and activity records protect operational data behind the friendly interface.

- Each business is isolated so one company cannot access another company's operational records.
- Outlet checks remain active when staff clock, save rosters and work with location-specific data.
- Page access is enforced beyond the menu, so hiding a button is never the only protection.
- Centre Control tokens are stored as server-side hashes and can be revoked by an owner.
- Actionable denial messages explain what needs attention without weakening the underlying control.

BUSINESS

ISOLATED

OUTLETS

ENFORCED

DEVICES

REVOCABLE**OPERATIONAL OUTCOME**

Operational speed with the controls required for payroll, attendance and multi-company data.

AI + HUMAN CONTROL

Automation where it helps. Approval where it matters.

OPZAIQ combines intelligent extraction and reporting with human confirmation at important decisions.

- AI reads invoice, receipt and EFTPOS images to remove repetitive typing.
- People confirm extracted totals and supplier details before records become operational truth.
- Automated calculations build weekly totals, comparisons, payroll values and outstanding balances.
- Scheduled Sunday reporting distributes a consistent weekly sales view without manual preparation.
- Managers retain final control over access, payroll hours, payslip approval and corrected clock entries.

AI

EXTRACTS

SYSTEM

CALCULATES

PEOPLE

APPROVE**OPERATIONAL OUTCOME**

Intelligence accelerates the work; accountable people remain in control.

OPZAIQ WEEKLY IQ

Every Monday, your whole business in one report.

An automated weekly performance update for owners and managers, with green, amber and red lights per store or the entire business.

- Store performance: weekly sales vs target, previous-week change, average daily sales and strongest / weakest days.
- Taste tests: products tested, tests completed, customer feedback, sales uplift on test days and best-performing products.
- Tasks, staff and stock: overdue to-dos, attendance, late starts, no-shows, expired, expiring and low stock with transfer ideas.
- OPZAIQ AI summary: what went well, what needs attention and the top 3 recommended actions for the coming week.
- Action This Week: assign any action straight to the To-Do list, plus an automatic Monday 7am email to your inbox.



INDICATORS

GREEN · AMBER · RED

DELIVERED

MONDAY 7AM

VIEW

STORE / ALL**OPERATIONAL OUTCOME**

Managers start each week knowing exactly what worked, what slipped and who is doing what next.

ACTIVITY HISTORY

Know who changed what — every time.

Every staff member signs in with their own login, so every add, edit and delete is recorded against the person who made it.

- A full audit trail across sales, rosters, staff, invoices, receipts, payments, suppliers, leave, opening hours and more.
- Each entry shows who did it, what changed, which outlet and when — named by whoever is signed in at the time.
- Search history to answer questions fast: who deleted a shift, who edited a sale, who updated a supplier.
- Manager clock corrections and missed clock-ins are logged too, so payroll adjustments always have a clear reason.
- Records are secured per company and can't be edited or erased by staff.



TRACKS

ADD · EDIT · DELETE

IDENTITY

PER-STAFF LOGIN

COVERAGE

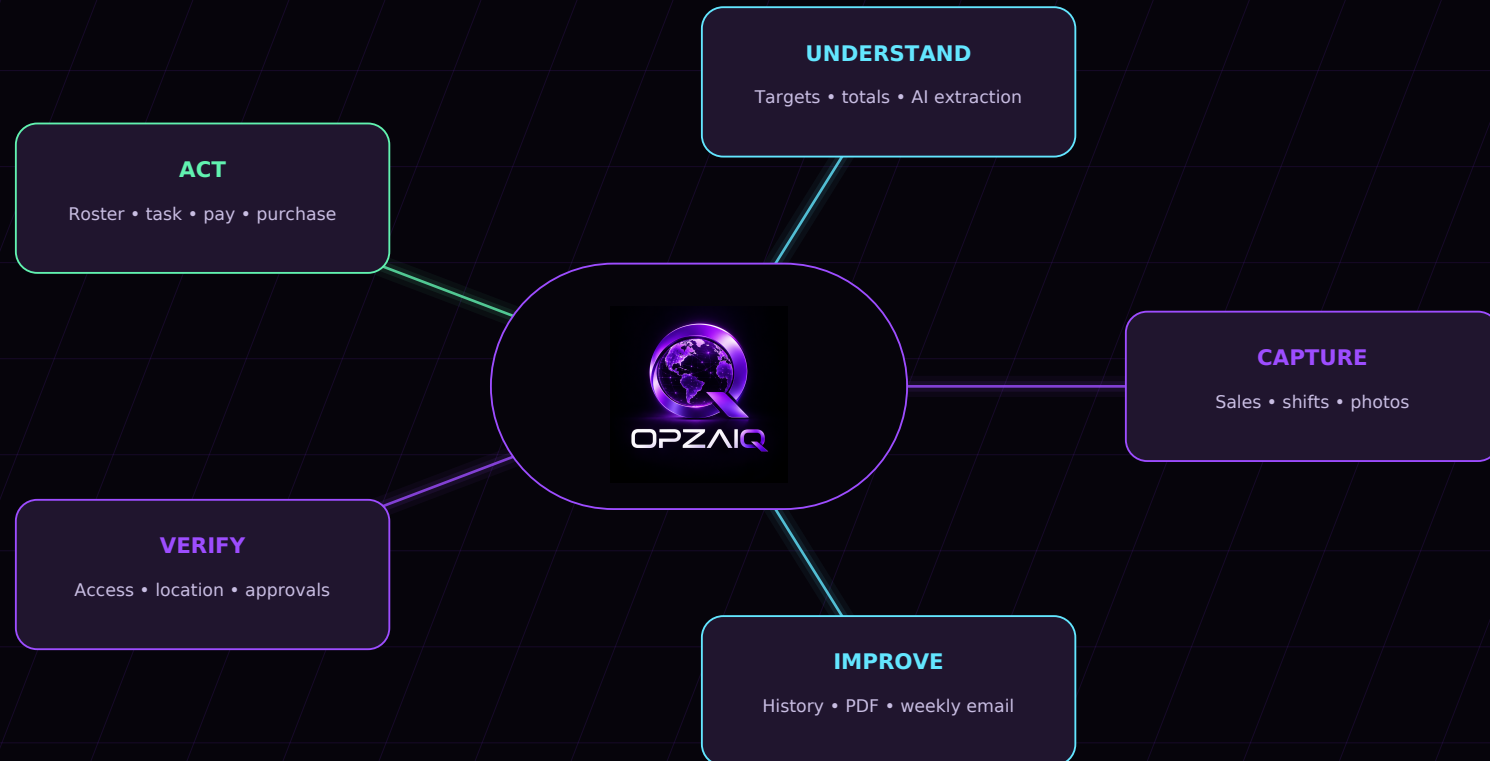
ALL OUTLETS**OPERATIONAL OUTCOME**

Accountability built in — mistakes are easy to trace and fix, and nothing disappears without a record.

THE COMPLETE SYSTEM

One operating loop — from signal to action.

Every feature feeds a common rhythm: capture the truth, understand performance, act quickly and keep the record.





RUN THE BUSINESS. NOT THE CHAOS.

Sales, people, payroll, finance and stock — connected by one intelligent operating system.

START YOUR OPZAIQ TRIAL

opzaiq.com