



Benvenuti alla dashboard di **DISH Reservation**. In questo tutorial, vi mostriamo come gestire le vostre prenotazioni.

DISH RESERVATION Test Bistro Training

Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book! **WALK-IN** **ADD RESERVATION**

Wed, 27 Sep - Wed, 27 Sep

There is **1** active limit configured for the selected time period [Show more](#)

All Completed Upcoming Cancelled **0** **0** **0/49**

No reservations available

Print

Too many guests in house? Pause online reservations

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Selezionando il menu **Prenotazioni**, viene visualizzata una panoramica delle tue prenotazioni.

The screenshot displays the DISH Reservation administration interface. On the left, a dark sidebar contains a menu with the following items: Reservations (highlighted with an orange border), Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area features a teal header with the text: "Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!" and two orange buttons: "WALK-IN" and "ADD RESERVATION". Below this is a date selector showing "Wed, 27 Sep - Wed, 27 Sep". A message states: "There is 1 active limit configured for the selected time period" with a "Show more" dropdown. A filter bar includes radio buttons for "All", "Completed", "Upcoming" (selected), and "Cancelled", along with icons for a calendar (0), people (0), and a table (0/49). The central area shows a large grey circle with a person looking through binoculars and the text "No reservations available". At the bottom left, there is a "Print" button and a notification: "Too many guests in house? Pause online reservations" with a pause icon. At the bottom right, there is a yellow question mark icon and a footer with links for "FAQ", "Terms of use", "Imprint", "Data privacy", and "Privacy Settings". The footer also includes the text "Designed by Hospitality Digital GmbH. All rights reserved."



Per aggiungere manualmente una prenotazione, cliccare su **AGGIUNGI PRENOTAZIONE**.

DISH RESERVATION Test Bistro Training

Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!

WALK-IN **ADD RESERVATION**

Wed, 27 Sep - Wed, 27 Sep

There is 1 active limit configured for the selected time period [Show more](#)

All Completed Upcoming Cancelled

📅 0 👤 0 🍴 0/49

No reservations available

Print

Too many guests in house? Pause online reservations

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Si aprirà una nuova finestra in cui potrai inserire le **informazioni essenziali per la prenotazione**.

DISH RESERVATION Test Bistro Training

Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book! [Back](#)

Reservation information

Guests *

Date * Wed, 27/09/2023

Time * Select guest number to see time

Duration Please select capacity and time first

Table(s) Please select time slot first

Source Please select

Occasion Please select

Guest information

Last name

First name

Phone

Email

Reservation notes

Internal note. Will be shown for this reservation only.

e.g. window seat, occasion...

Internal guest information

Note will be shown on all reservations made by this guest.

e.g. 10% discount, VIP...

Too many guests in house? Pause online reservations



Poi inserisci le **informazioni dell'ospite**. **Nota: Nome o cognome, uno dei due è obbligatorio.**

DISH RESERVATION Test Bistro Training 🇬🇧 🏠

Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book! Back

Reservation information

Guests *

Date *

Time *

Duration

Table(s)

Source

Occasion

Guest information

Last name

First name

Phone

Email

Reservation notes

Internal note. Will be shown for this reservation only.

Internal guest information

Note will be shown on all reservations made by this guest.

Allergies

Too many guests in house? ⏸
Pause online reservations



Se ci sono note per la prenotazione, puoi lasciarle in Reservation notes. Utilizza il **campo di testo** corrispondente per inserire le informazioni.

DISH RESERVATION
Test Bistro Training ▼ ▼

Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book! Back

Reservation information

Guests *

Date *

Time *

Duration

Table(s)

Source

Occasion

Guest information

Last name

First name

Phone

Email

Reservation notes

Internal note. Will be shown for this reservation only.

e.g. window seat, occasion...

Internal guest information

Note will be shown on all reservations made by this guest.

e.g. 10% discount, VIP...

Allergies

Too many guests in house? Pause online reservations



Ci sono informazioni aggiuntive riguardanti l'ospite? Lasciale sotto Informazioni interne dell'ospite nei **campi** corrispondenti .

The screenshot displays the DISH Reservation administration interface. On the left is a dark sidebar with navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area is divided into several sections:

- Reservation details:** Three dropdown menus for 'Table(s)' (set to 1), 'Source' (set to Phone), and 'Occasion' (set to Casual dining).
- Reservation notes:** A text area titled 'Internal note. Will be shown for this reservation only.' with a placeholder 'e.g. window seat, occasion...'.
- Internal guest information:** A text area titled 'Note will be shown on all reservations made by this guest.' with a placeholder 'e.g. 10% discount, VIP...'. Below this are sections for 'Allergies' and 'Diet', each with a list of checkboxes:
 - Allergies:** Gluten, Sesame, Nuts, Crustacean, Eggs, Fish, Mustard, Lactose, Celery, Peanuts, Shellfish, Soy, Lupins, Sulphite.
 - Diet:** Gluten-free, Halal, Kosher, Lactose-free, Vegan, Vegetarian.
- SAVE:** A prominent orange button at the bottom right of the internal guest information section.

At the bottom of the interface, there is a status bar with a 'Too many guests in house? Pause online reservations' message, a 'Designed by Hospitality Digital GmbH. All rights reserved.' footer, and a row of links: FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.



Dopo aver inserito tutte le informazioni, clicca su **SALVA** per aggiungere la prenotazione.

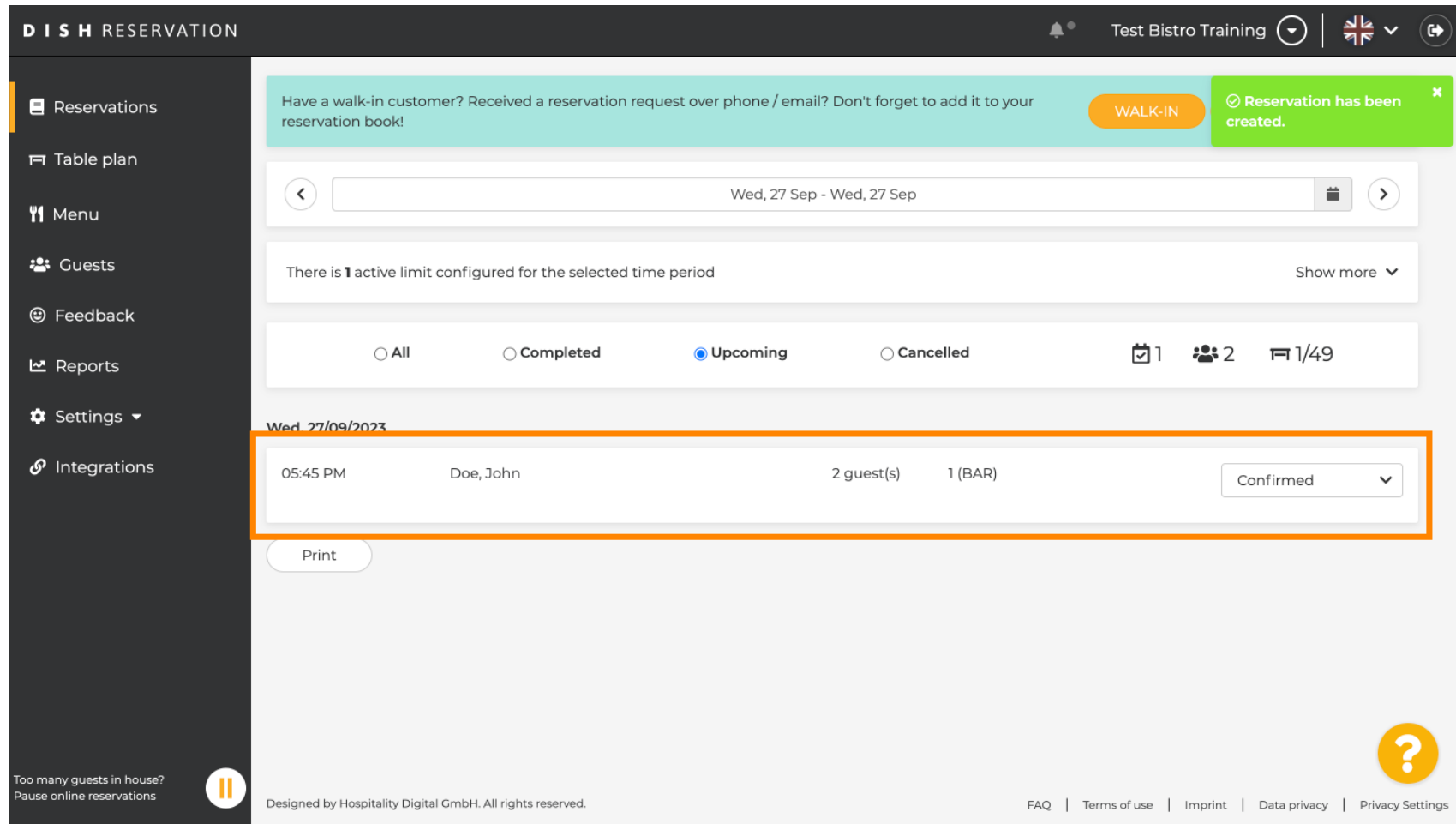
The screenshot displays the DISH Reservation administration interface. On the left is a dark sidebar with navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area is divided into several sections:

- Table(s)**: A dropdown menu showing '1'.
- Source**: A dropdown menu showing 'Phone'.
- Occasion**: A dropdown menu showing 'Casual dining'.
- Reservation notes**: A section titled 'Internal note. Will be shown for this reservation only.' with a text input field containing 'e.g. window seat, occasion...'.
- Internal guest information**: A section titled 'Note will be shown on all reservations made by this guest.' with a text input field containing 'e.g. 10% discount, VIP...'.
- Allergies**: A list of checkboxes for various allergens: Gluten, Sesame, Nuts, Crustacean, Eggs, Fish, Mustard, Lactose, Celery, Peanuts, Shellfish, Soy, Lupins, and Sulphite.
- Diet**: A list of checkboxes for dietary preferences: Gluten-free, Halal, Kosher, Lactose-free, Vegan, and Vegetarian.

At the bottom right of the main content area, there is a prominent orange button labeled 'SAVE', which is highlighted with a red rectangular box. In the bottom left corner, there is a notification: 'Too many guests in house? Pause online reservations' with a pause icon. The footer contains the text 'Designed by Hospitality Digital GmbH. All rights reserved.' and a list of links: 'FAQ | Terms of use | Imprint | Data privacy | Privacy Settings'.



Verrai quindi reindirizzato alla panoramica, dove potrai vedere la prenotazione aggiunta.



The screenshot displays the DISH Reservation administration interface. The top navigation bar includes the logo, the text "DISH RESERVATION", and user information "Test Bistro Training" with a dropdown menu, a language selector (UK flag), and a refresh icon. A left sidebar contains navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area features a teal notification banner: "Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!" with a "WALK-IN" button. A green success message states "Reservation has been created." Below this is a date range selector for "Wed, 27 Sep - Wed, 27 Sep". A summary bar indicates "There is 1 active limit configured for the selected time period" with a "Show more" dropdown. Filter buttons for "All", "Completed", "Upcoming" (selected), and "Cancelled" are present, along with summary icons for 1 calendar, 2 people, and 1/49 tables. A table of reservations for "Wed 27/09/2023" is shown, with one reservation highlighted by an orange border: "05:45 PM", "Doe, John", "2 guest(s)", "1 (BAR)", and "Confirmed" status. A "Print" button is located below the table. The footer contains a "Too many guests in house? Pause online reservations" message with a pause icon, "Designed by Hospitality Digital GmbH. All rights reserved.", and links for "FAQ", "Terms of use", "Imprint", "Data privacy", and "Privacy Settings". A help icon (question mark) is also visible.

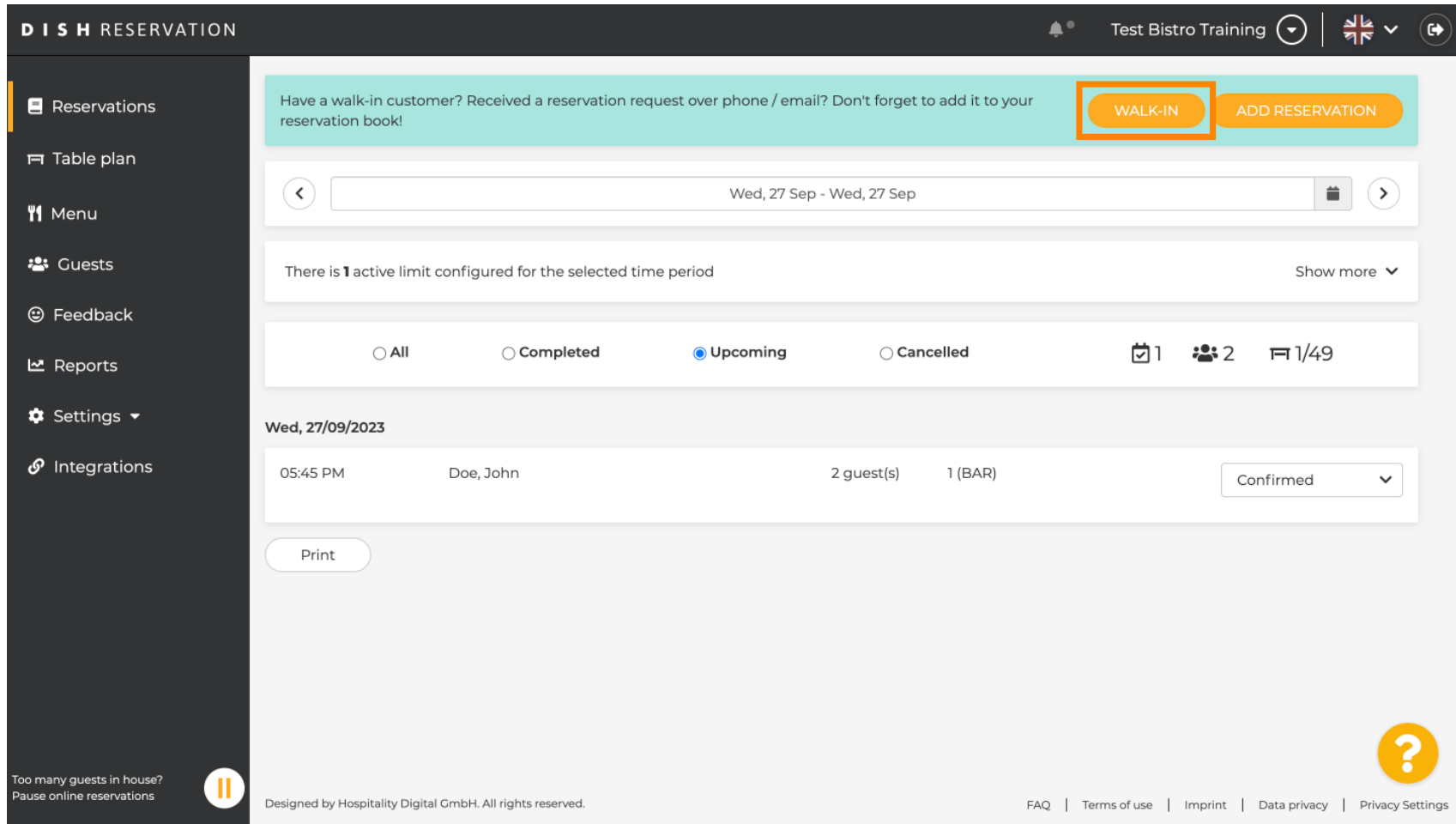


Utilizzando il **menu a discesa** è possibile annullare una prenotazione o contrassegnarla come arrivata.

The screenshot displays the DISH Reservation administration interface. On the left is a dark sidebar with navigation items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area has a dark header with 'DISH RESERVATION' and 'Test Bistro Training'. Below the header is a teal banner with a message and 'WALK-IN' and 'ADD RESERVATION' buttons. A date selector shows 'Wed, 27 Sep - Wed, 27 Sep'. A status bar indicates '1 active limit configured for the selected time period'. Filter buttons for 'All', 'Completed', 'Upcoming', and 'Cancelled' are present, along with icons for 1 calendar, 2 people, and 1/49 tables. A reservation table entry for 'Wed, 27/09/2023' at '05:45 PM' for 'Doe, John' (2 guests, 1 BAR) is shown. A dropdown menu for this reservation is open, with 'Confirmed', 'Cancel reservation', and 'Arrived' options. The 'Arrived' option is highlighted with an orange box. A 'Print' button is below the reservation. At the bottom, there is a 'Too many guests in house? Pause online reservations' warning, a help icon, and footer text: 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.



Per aggiungere un walk-in clicca su **WALK-IN**.



The screenshot shows the DISH Reservation administration interface. At the top, the header includes the 'DISH RESERVATION' logo, a notification bell, the user 'Test Bistro Training', a language selector (UK flag), and a refresh icon. A teal banner at the top right contains the text 'Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!' and two buttons: 'WALK-IN' (highlighted with an orange box) and 'ADD RESERVATION'. Below the banner is a date range selector for 'Wed, 27 Sep - Wed, 27 Sep'. A message states 'There is 1 active limit configured for the selected time period' with a 'Show more' dropdown. Filter buttons for 'All', 'Completed', 'Upcoming' (selected), and 'Cancelled' are present, along with summary icons for 1 calendar, 2 people, and 1/49 tables. A reservation entry for 'Wed, 27/09/2023' at '05:45 PM' for 'Doe, John' with '2 guest(s)' and '1 (BAR)' is shown, with a 'Confirmed' status dropdown. A 'Print' button is located below the entry. The bottom left corner features a warning: 'Too many guests in house? Pause online reservations' with a pause icon. The bottom right corner has a help icon (question mark) and footer links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'. The footer also includes 'Designed by Hospitality Digital GmbH. All rights reserved.'



Si aprirà una nuova finestra in cui potrai inserire le **informazioni essenziali per la visita** .

DISH RESERVATION
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Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book! Back

Walkin information

Guests *

Date

Time

Duration

Table(s)

Source

Reservation notes

Internal note. Will be shown for this reservation only.

e.g. window seat, occasion...

Internal guest information

Note will be shown on all reservations made by this guest.

e.g. 10% discount, VIP...

Allergies

Gluten Sesame Nuts Crustacean Eggs Fish
 Mustard Lactose Celery Peanuts Shellfish Soy
 Lupins Sulphite

Diet

Gluten-free Halal Kosher Lactose-free Vegan
 Vegetarian

SAVE

Too many guests in house? || Pause online reservations

Se ci sono note per la prenotazione, puoi lasciarle in Reservation notes. Utilizza il **campo di testo** corrispondente per inserire le informazioni.

The screenshot shows the DISH Reservation administration interface. On the left is a dark sidebar with navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. At the bottom of the sidebar, there is a notification: "Too many guests in house? Pause online reservations" with a pause icon.

The main content area has a header with "DISH RESERVATION" on the left, a notification bell, "Test Bistro Training" with a dropdown, a language selector (UK flag), and a share icon. Below the header is a prompt: "Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!" with a "Back" button.

The central form is divided into two main sections:

- Walkin information:** Contains fields for "# Guests" (3), "Date" (Wed, 27/09/2023), "Time" (Now), "Duration" (2.5 hours), "Table(s)" (1-2), and "Source" (Walkin).
- Reservation notes:** This section is highlighted with an orange border. It includes:
 - Internal note. Will be shown for this reservation only.** A text area containing "e.g. window seat, occasion..."
 - Internal guest information:** A section for notes visible to all reservations by this guest, with a text area containing "e.g. 10% discount, VIP..."
 - Allergies:** A list of checkboxes for various allergens: Gluten, Sesame, Nuts, Crustacean, Eggs, Fish, Mustard, Lactose, Celery, Peanuts, Shellfish, Soy, Lupins, and Sulphite.
 - Diet:** A list of checkboxes for dietary preferences: Gluten-free, Halal, Kosher, Lactose-free, Vegan, and Vegetarian.

A "SAVE" button is located at the bottom right of the form.



Se sono presenti ulteriori informazioni riguardanti l'ospite, lasciarle nella sezione Informazioni interne sull'ospite nel **campo di testo** corrispondente .

DISH RESERVATION
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Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book! Back

Walkin information

Guests *

Date

Time

Duration

Table(s)

Source

Reservation notes

Internal note. Will be shown for this reservation only.

e.g. window seat, occasion...

Internal guest information

Note will be shown on all reservations made by this guest.

e.g. 10% discount, VIP...

Allergies

Gluten Sesame Nuts Crustacean Eggs Fish
 Mustard Lactose Celery Peanuts Shellfish Soy
 Lupins Sulphite

Diet

Gluten-free Halal Kosher Lactose-free Vegan
 Vegetarian

SAVE

Too many guests in house? || Pause online reservations



Dopo aver inserito tutte le informazioni, clicca su **SALVA** per aggiungere il walk-in.

DISH RESERVATION
Test Bistro Training ▼ ▼

Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book! Back

Walkin information

Guests *

Date

Time

Duration

Table(s)

Source

Reservation notes

Internal note. Will be shown for this reservation only.

e.g. window seat, occasion...

Internal guest information

Note will be shown on all reservations made by this guest.

e.g. 10% discount, VIP...

Allergies

Gluten Sesame Nuts Crustacean Eggs Fish
 Mustard Lactose Celery Peanuts Shellfish Soy
 Lupins Sulphite

Diet

Gluten-free Halal Kosher Lactose-free Vegan
 Vegetarian

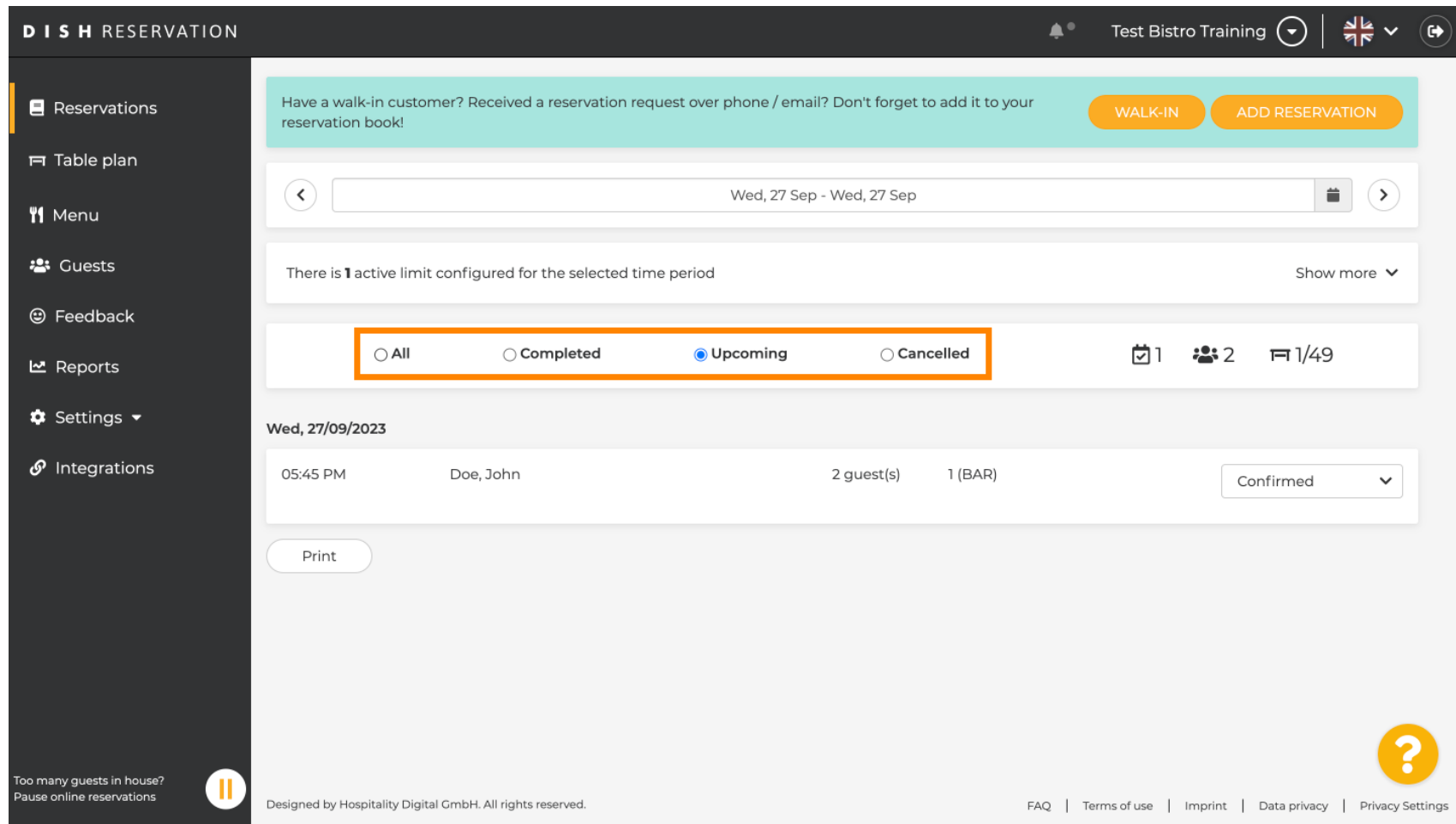
Too many guests in house?
Pause online reservations

||


SAVE

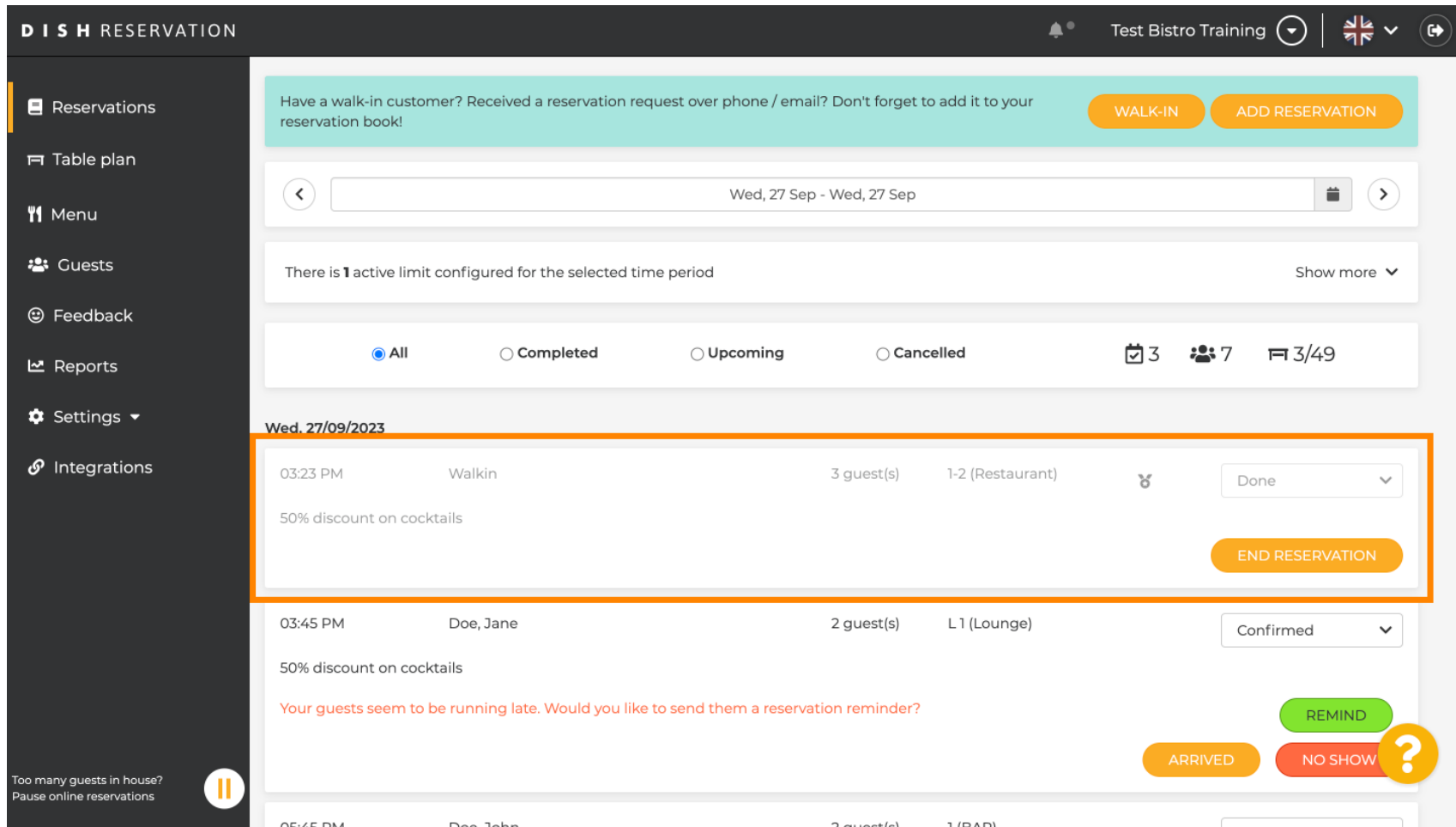


Poiché un walk-in non è una prenotazione imminente, devi filtrare le tue prenotazioni in modo diverso. Per farlo, usa le **selezioni** fornite .



The screenshot shows the DISH Reservation administration interface. On the left is a dark sidebar with navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area has a dark header with 'DISH RESERVATION', a user profile 'Test Bistro Training', and a language selector. Below the header is a teal banner with a message: 'Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!' and two buttons: 'WALK-IN' and 'ADD RESERVATION'. A date range selector shows 'Wed, 27 Sep - Wed, 27 Sep'. A message states 'There is 1 active limit configured for the selected time period' with a 'Show more' link. A filter bar contains radio buttons for 'All', 'Completed', 'Upcoming', and 'Cancelled', with 'Upcoming' selected. To the right of the filter bar are icons for a calendar (1), guests (2), and tables (1/49). Below this is a reservation entry for 'Wed, 27/09/2023' at '05:45 PM' for 'Doe, John', with '2 guest(s)' and '1 (BAR)', and a status dropdown set to 'Confirmed'. A 'Print' button is located below the entry. At the bottom, there is a footer with a 'Too many guests in house? Pause online reservations' warning, a help icon, and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.

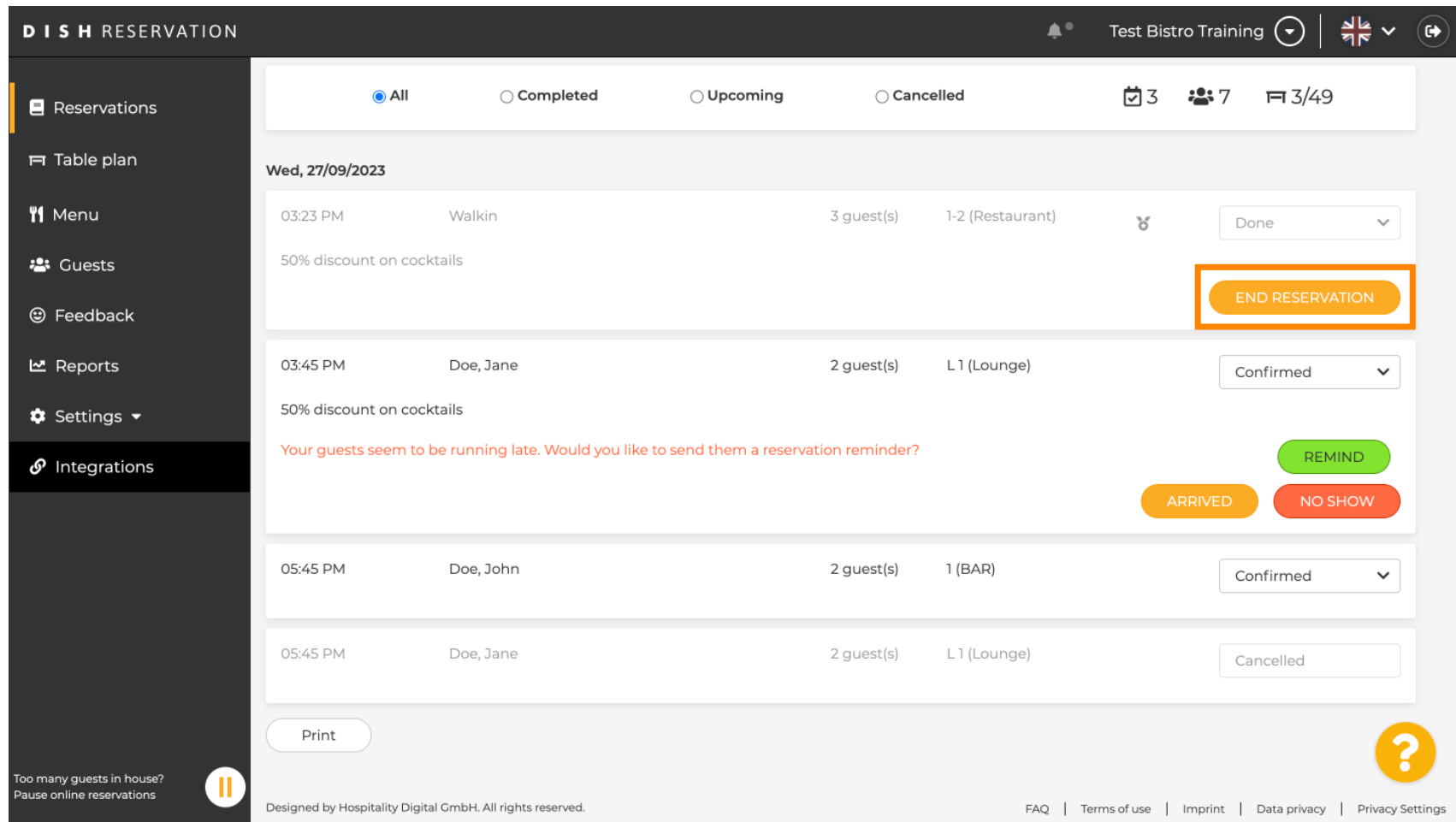
 A seconda della selezione che hai scelto, vedrai le tue prenotazioni filtrate. Cliccando su una **prenotazione** puoi sempre vedere ulteriori informazioni e anche modificarle.



The screenshot shows the DISH Reservation administration interface. On the left is a dark sidebar with navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area has a top navigation bar with the text 'Test Bistro Training', a language selector (UK flag), and a refresh icon. Below this is a teal banner with the text 'Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!' and two buttons: 'WALK-IN' and 'ADD RESERVATION'. A date range selector shows 'Wed, 27 Sep - Wed, 27 Sep'. A summary bar indicates 'There is 1 active limit configured for the selected time period' with a 'Show more' dropdown. Below this are filter tabs: 'All' (selected), 'Completed', 'Upcoming', and 'Cancelled'. Summary statistics show 3 reservations, 7 guests, and 3/49 tables. The main list shows reservations for 'Wed. 27/09/2023'. The first reservation is highlighted with an orange border: it is at 03:23 PM, 'Walkin', for 3 guest(s) at 1-2 (Restaurant), with a status of 'Done' and an 'END RESERVATION' button. The second reservation is at 03:45 PM for 'Doe, Jane', 2 guest(s) at L1 (Lounge), with a status of 'Confirmed' and a 'REMIND' button. A red text prompt asks 'Your guests seem to be running late. Would you like to send them a reservation reminder?' with 'ARRIVED' and 'NO SHOW' buttons. A third reservation is partially visible at 05:45 PM for 'Doe, John', 2 guest(s) at 1 (BAR).



Se un tavolo è terminato, puoi annullare quella specifica prenotazione cliccando su **TERMINA PRENOTAZIONE**.



DISH RESERVATION | Test Bistro Training | 🇬🇧

All
 Completed
 Upcoming
 Cancelled
 📅 3
👤 7
🍴 3/49

Wed, 27/09/2023

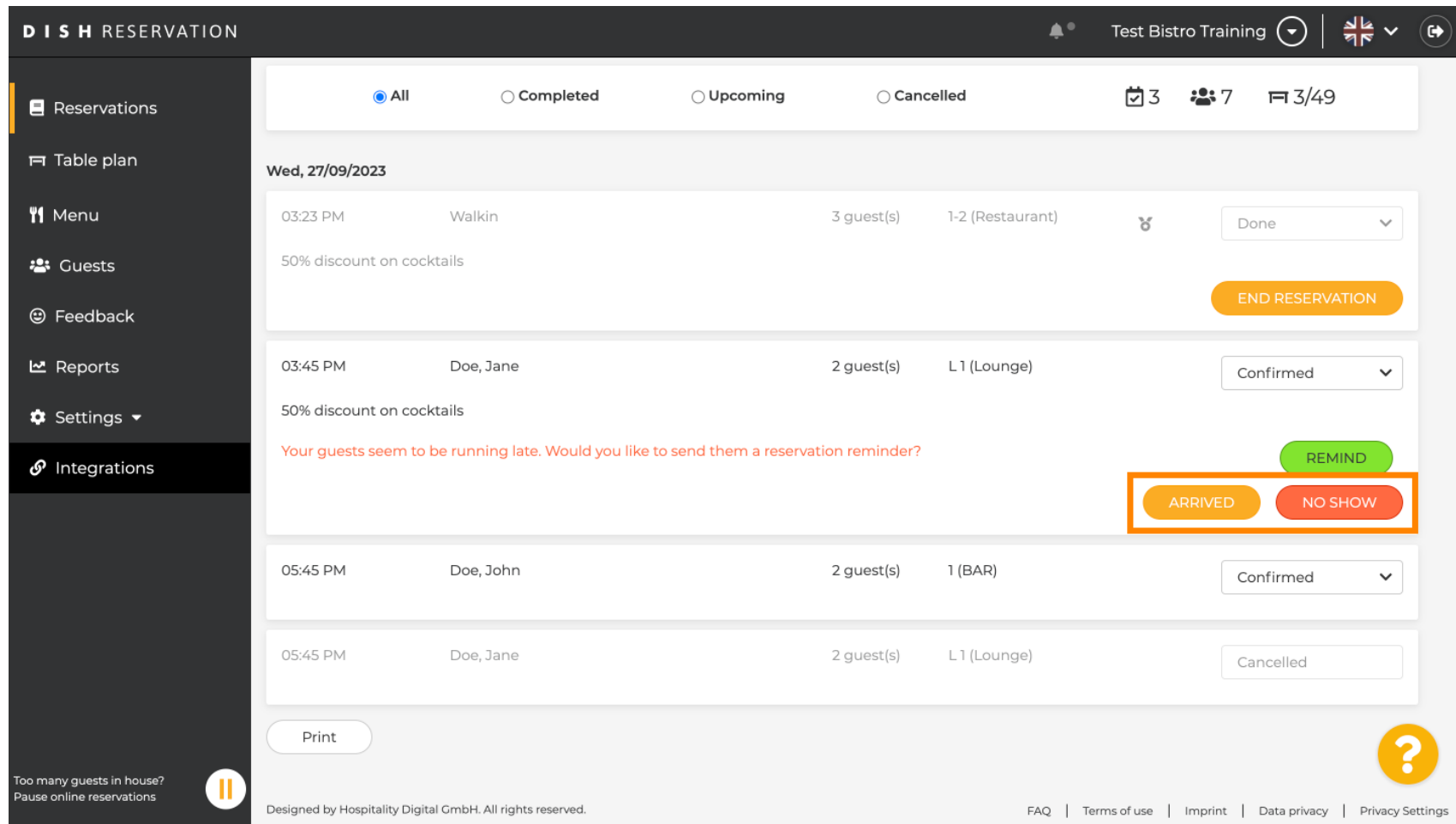
03:23 PM	Walkin	3 guest(s)	1-2 (Restaurant)	🔗	Done	END RESERVATION
50% discount on cocktails						
03:45 PM	Doe, Jane	2 guest(s)	L1 (Lounge)		Confirmed	REMIND
50% discount on cocktails						
Your guests seem to be running late. Would you like to send them a reservation reminder?						
						ARRIVED NO SHOW
05:45 PM	Doe, John	2 guest(s)	1 (BAR)		Confirmed	
05:45 PM	Doe, Jane	2 guest(s)	L1 (Lounge)		Cancelled	

Print

Too many guests in house? Pause online reservations

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Per una prenotazione imminente hai la possibilità di contrassegnarla come arrivata o come mancata presentazione. Basta cliccare sul **pulsante** corrispondente .



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🔔 3 🧑 7 📅 3/49

Wed, 27/09/2023

Time	Name	Guest(s)	Location	Status	Actions
03:23 PM	Walkin	3 guest(s)	1-2 (Restaurant)	Done	END RESERVATION
03:45 PM	Doe, Jane	2 guest(s)	L1 (Lounge)	Confirmed	ARRIVED, NO SHOW, REMIND
05:45 PM	Doe, John	2 guest(s)	1 (BAR)	Confirmed	
05:45 PM	Doe, Jane	2 guest(s)	L1 (Lounge)	Cancelled	

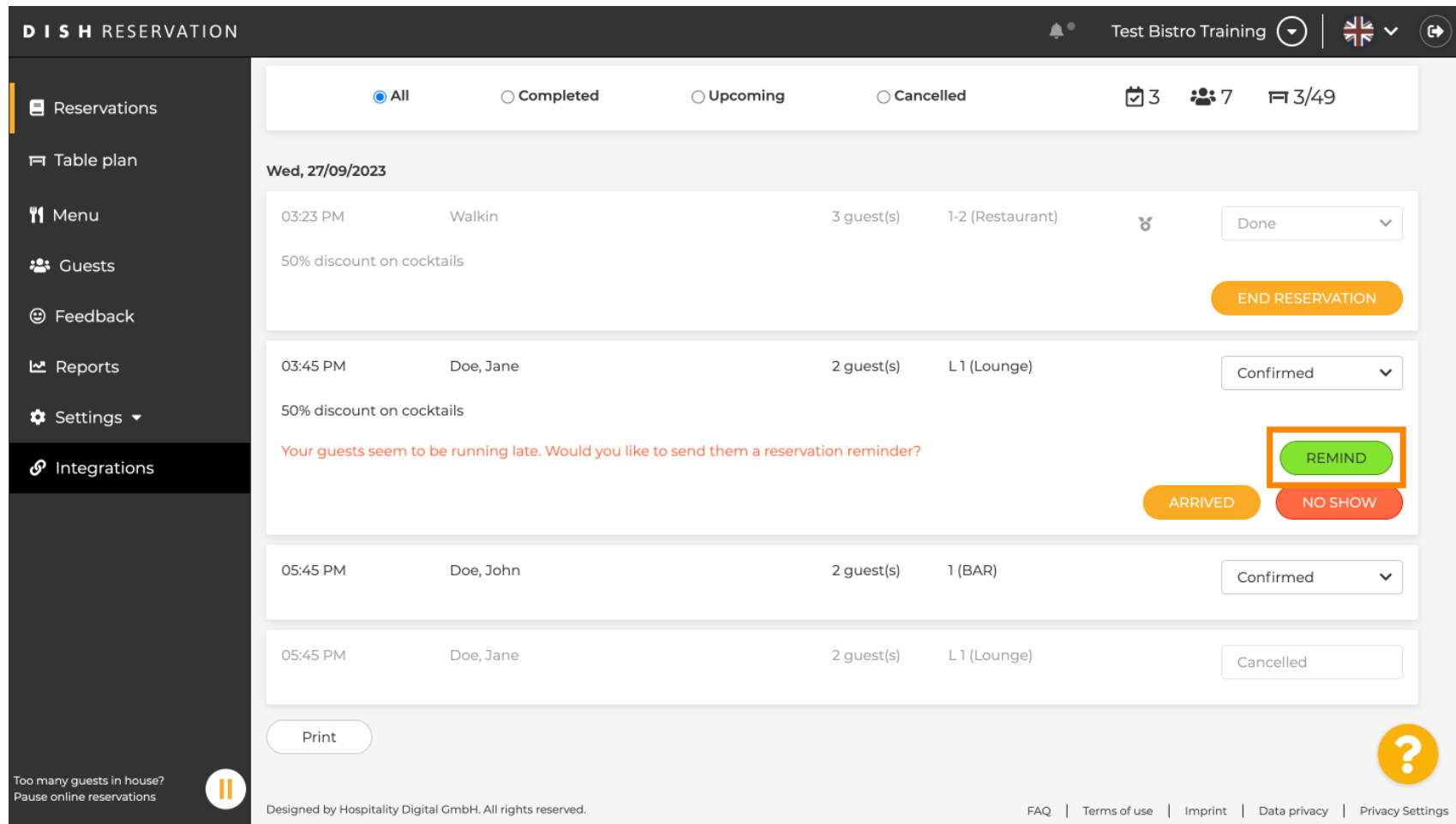
Print

Too many guests in house? Pause online reservations

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Se l'ospite non è puntuale, puoi inviare un promemoria utilizzando il **pulsante REMIND**. **Nota: se hai aggiunto la prenotazione manualmente, devi depositare un indirizzo e-mail o un numero di telefono.**



DISH RESERVATION | Test Bistro Training | 🇬🇧

All
 Completed
 Upcoming
 Cancelled
 📅 3
👤 7
🍴 3/49

Wed, 27/09/2023

03:23 PM	Walkin	3 guest(s)	1-2 (Restaurant)	🔗	Done	END RESERVATION
50% discount on cocktails						
03:45 PM	Doe, Jane	2 guest(s)	L1 (Lounge)		Confirmed	REMIND
50% discount on cocktails						
Your guests seem to be running late. Would you like to send them a reservation reminder?						
						ARRIVED NO SHOW
05:45 PM	Doe, John	2 guest(s)	1 (BAR)		Confirmed	
05:45 PM	Doe, Jane	2 guest(s)	L1 (Lounge)		Cancelled	

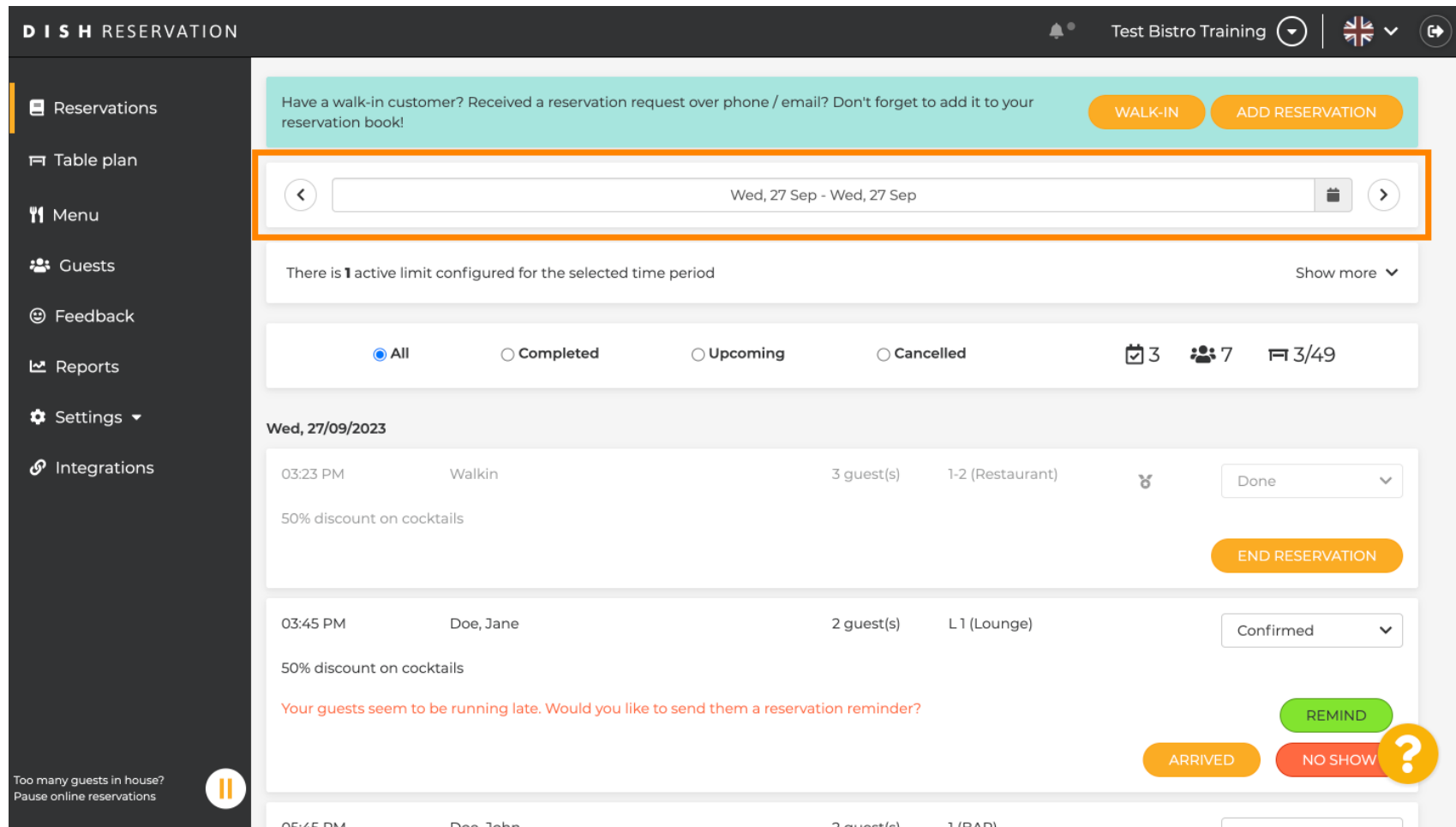
Print

Too many guests in house? Pause online reservations

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Vuoi gestire o rivedere le prenotazioni di date diverse? Utilizza la **funzione calendario** o salta le date utilizzando le **frecce**.



The screenshot shows the DISH Reservation administration interface. At the top, there's a header with the logo and user information. A sidebar on the left contains navigation options like Reservations, Table plan, Menu, etc. The main content area features a teal banner with a 'WALK-IN' button and an 'ADD RESERVATION' button. Below this is a calendar navigation bar, which is highlighted with an orange box. This bar includes left and right arrow icons and a date range 'Wed, 27 Sep - Wed, 27 Sep'. Underneath the calendar, there's a summary of active limits and a filter section with radio buttons for 'All', 'Completed', 'Upcoming', and 'Cancelled'. The main reservation list shows details for 'Wed, 27/09/2023', including time slots, guest counts, and reservation status. A red notification message is visible: 'Your guests seem to be running late. Would you like to send them a reservation reminder?'. At the bottom right, there are buttons for 'ARRIVED', 'NO SHOW', and 'REMIND', along with a question mark icon.



Ecco fatto. Hai completato il tutorial e ora sai come gestire le tue prenotazioni.

The screenshot displays the DISH Reservation administration interface. At the top, the header includes the logo, the text "DISH RESERVATION", and user information "Test Bistro Training" with a language selector (UK flag) and a refresh icon. A teal banner at the top right prompts: "Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!" with "WALK-IN" and "ADD RESERVATION" buttons. Below this is a date range selector for "Wed, 27 Sep - Wed, 27 Sep". A summary bar indicates "There is 1 active limit configured for the selected time period" with a "Show more" dropdown. Filter tabs include "All" (selected), "Completed", "Upcoming", and "Cancelled". Summary statistics show 3 reservations, 7 guests, and 3/49 tables. The main content area lists reservations for "Wed, 27/09/2023":

- 03:23 PM, Walkin, 3 guest(s), 1-2 (Restaurant), status "Done", with an "END RESERVATION" button.
- 03:45 PM, Doe, Jane, 2 guest(s), L1 (Lounge), status "Confirmed", with a "REMIND" button and a note: "Your guests seem to be running late. Would you like to send them a reservation reminder?". Below this are "ARRIVED" and "NO SHOW" buttons.
- 05:45 PM, Doe, John, 2 guest(s), 1 (BAR), partially visible.

A sidebar on the left contains navigation links: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. At the bottom left, a notification states "Too many guests in house? Pause online reservations" with a pause icon.



Scansiona per andare al lettore interattivo