



Vítejte na hlavním panelu **rezervace DISH**. V tomto tutoriálu vám ukážeme, jak spravovat nastavení rezervace.

The screenshot displays the DISH RESERVATION admin interface. The top navigation bar includes the title 'DISH RESERVATION', a user profile 'Test Bistro Training', and a language selector (UK flag). A left sidebar contains menu items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area features a teal notification banner with 'WALK-IN' and 'ADD RESERVATION' buttons. Below is a date range selector set to 'Thu, 28 Sep - Thu, 28 Sep'. A summary row indicates '1 active limit configured for the selected time period' and provides filters for 'All', 'Completed', 'Upcoming', and 'Cancelled'. Summary statistics show 0 reservations, 0 guests, and 0/49 tables. A large central area displays 'No reservations available' with a magnifying glass icon. A 'Print' button is located at the bottom left of the main content area. The footer contains a status message 'Too many guests in house? Pause online reservations', a copyright notice 'Designed by Hospitality Digital GmbH. All rights reserved.', and a list of links: FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.

Nejprve přejděte na **Nastavení** v nabídce vlevo.

The screenshot displays the DISH RESERVATION admin interface. On the left, a dark sidebar contains a menu with the following items: Reservations, Table plan, Menu, Guests, Feedback, Reports, **Settings** (highlighted with an orange border), and Integrations. The main content area features a teal notification banner at the top 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 range selector showing "Thu, 28 Sep - Thu, 28 Sep". A message states "There is 1 active limit configured for the selected time period" with a "Show more" link. A filter bar includes radio buttons for "All" (selected), "Completed", "Upcoming", and "Cancelled", along with icons for a calendar (0), people (0), and a table (0/49). The main content area is empty, displaying a large circular icon of a person with a magnifying glass and the text "No reservations available". At the bottom left, there is a "Print" button and a status message: "Too many guests in house? Pause online reservations" with a pause icon. At the bottom right, there is a help icon (question mark) and a footer with "Designed by Hospitality Digital GmbH. All rights reserved." and links for "FAQ", "Terms of use", "Imprint", "Data privacy", and "Privacy Settings".



A poté vyberte **Rezervace** .

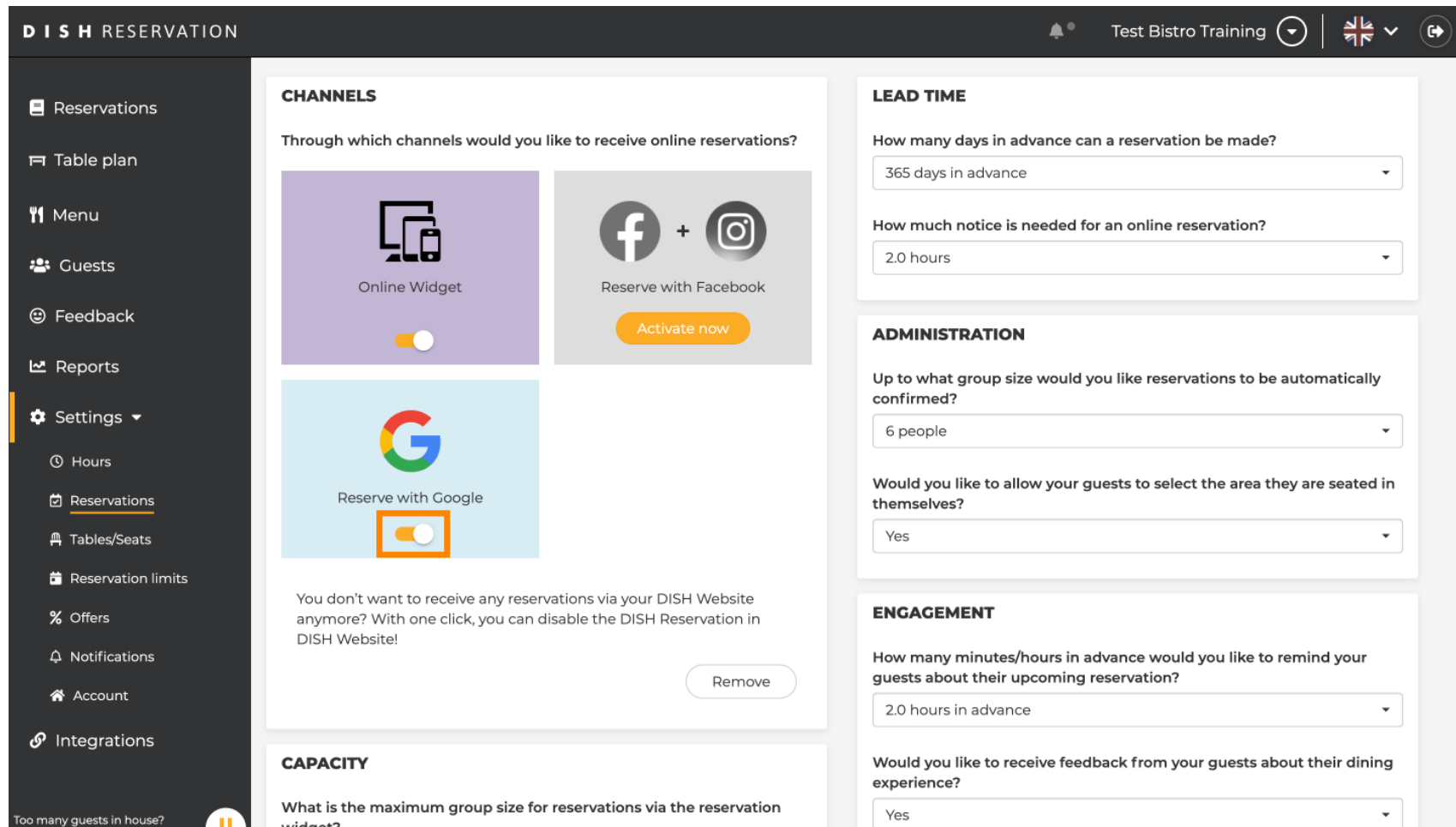
The screenshot displays the DISH RESERVATION admin interface. The top navigation bar includes the title "DISH RESERVATION", a notification bell, the user name "Test Bistro Training", a language selector (UK flag), and a refresh icon. The left sidebar contains a menu with items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, Hours, Reservations (highlighted with an orange box), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area features 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 buttons for "WALK-IN" and "ADD RESERVATION". Below this is a date range selector showing "Thu, 28 Sep - Thu, 28 Sep". A message states "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", along with summary icons for 0 reservations, 0 guests, and 0/49 tables. The main content area shows "No reservations available" with an illustration of a person looking through binoculars. A "Print" button is located at the bottom left of the main area. The footer contains the text "Designed by Hospitality Digital GmbH. All rights reserved.", a "FAQ" link, and links for "Terms of use", "Imprint", "Data privacy", and "Privacy Settings". A yellow question mark icon is in the bottom right corner.



Nyní jste v **nastavení** pro své rezervace.



V sekci kanály se můžete rozhodnout, přes které kanály chcete přijímat rezervace. Chcete-li tak učinit, klikněte na určený **přepínač**.



DISH RESERVATION Test Bistro Training

CHANNELS
Through which channels would you like to receive online reservations?

- Online Widget
- Reserve with Facebook [Activate now](#)
- Reserve with Google

You don't want to receive any reservations via your DISH Website anymore? With one click, you can disable the DISH Reservation in DISH Website! [Remove](#)

CAPACITY
What is the maximum group size for reservations via the reservation widget?

LEAD TIME
How many days in advance can a reservation be made?
365 days in advance

How much notice is needed for an online reservation?
2.0 hours

ADMINISTRATION
Up to what group size would you like reservations to be automatically confirmed?
6 people

Would you like to allow your guests to select the area they are seated in themselves?
Yes

ENGAGEMENT
How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?
2.0 hours in advance

Would you like to receive feedback from your guests about their dining experience?
Yes

Too many guests in house?



Sekce **dodací lhůta** vám umožňuje nakonfigurovat, kolik dní předem lze provést rezervaci a kolik upozornění je potřeba pro online rezervaci.

DISH RESERVATION Test Bistro Training

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ENGAGEMENT

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2.0 hours in advance

Would you like to receive feedback from your guests about their dining experience?
Yes

CAPACITY
What is the maximum group size for reservations via the reservation widget?

Reservations

Table plan

Menu

Guests

Feedback

Reports

Settings

Hours

Reservations

Tables/Seats

Reservation limits


Offers

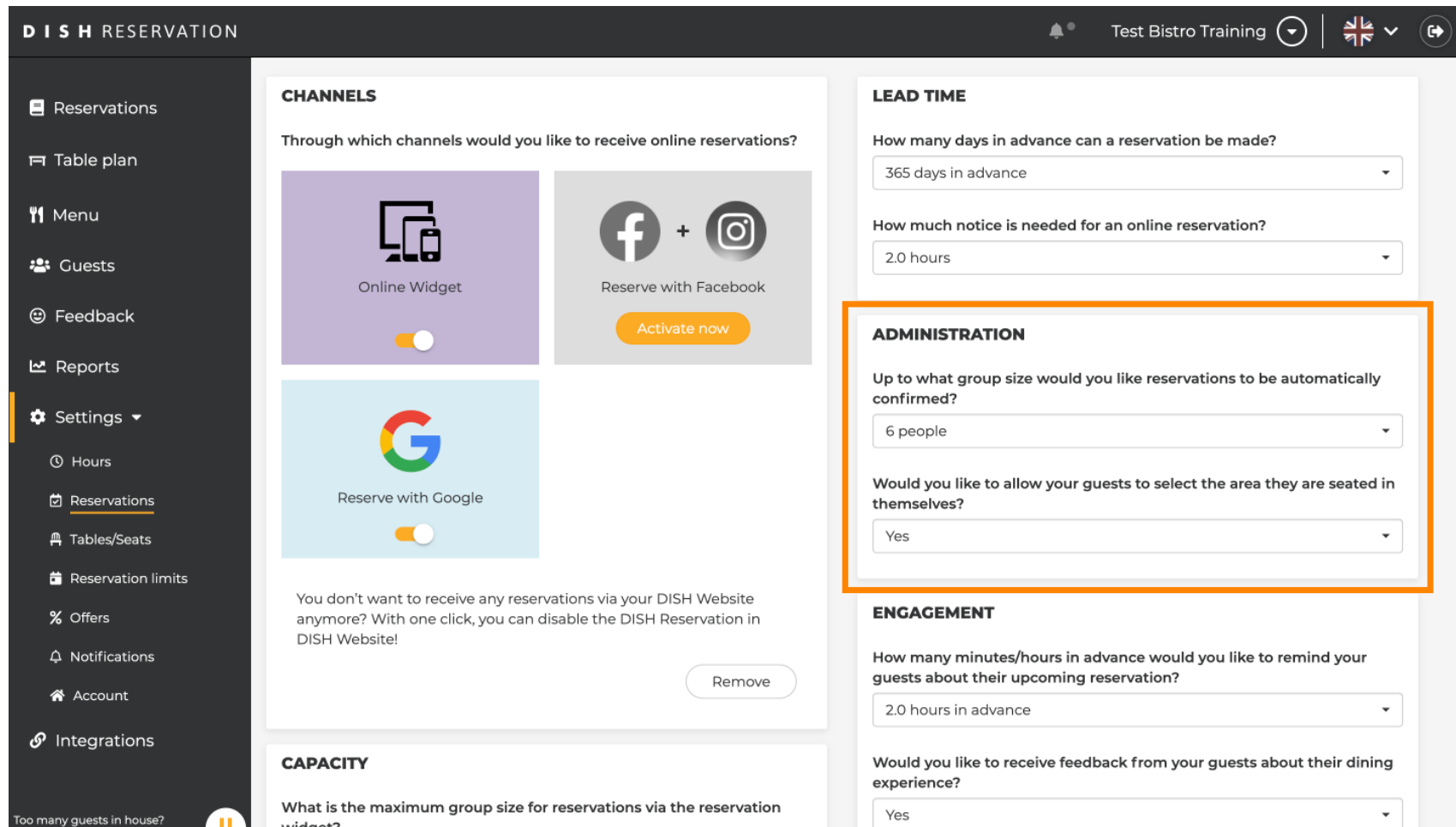
Notifications

Account

Integrations

Too many guests in house?

 V **sekci administrace** můžete nastavit, při jaké velikosti skupin již nebudou automaticky potvrzovány rezervace.



DISH RESERVATION Test Bistro Training

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ENGAGEMENT
How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?
2.0 hours in advance
Would you like to receive feedback from your guests about their dining experience?
Yes

Too many guests in house? 



V sekci **Zapojení** nastavíte, kdy bude hostovi připomenuta nadcházející rezervace a zda chcete od hosta dostávat zpětnou vazbu ohledně zážitku.

DISH RESERVATION Test Bistro Training

Reserve with Google

You don't want to receive any reservations via your DISH Website anymore? With one click, you can disable the DISH Reservation in DISH Website!

CAPACITY

What is the maximum group size for reservations via the reservation widget?

10 people

What is the minimum group size for reservations via the reservation widget?

1 person

What is the duration of a visit at your restaurant?

A table will be marked occupied for this period of time.

General setting: 2.5 hours

ENGAGEMENT

Up to what group size would you like reservations to be automatically confirmed?

6 people

Would you like to allow your guests to select the area they are seated in themselves?

Yes

How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?

2.0 hours in advance

Would you like to receive feedback from your guests about their dining experience?

Yes


COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET

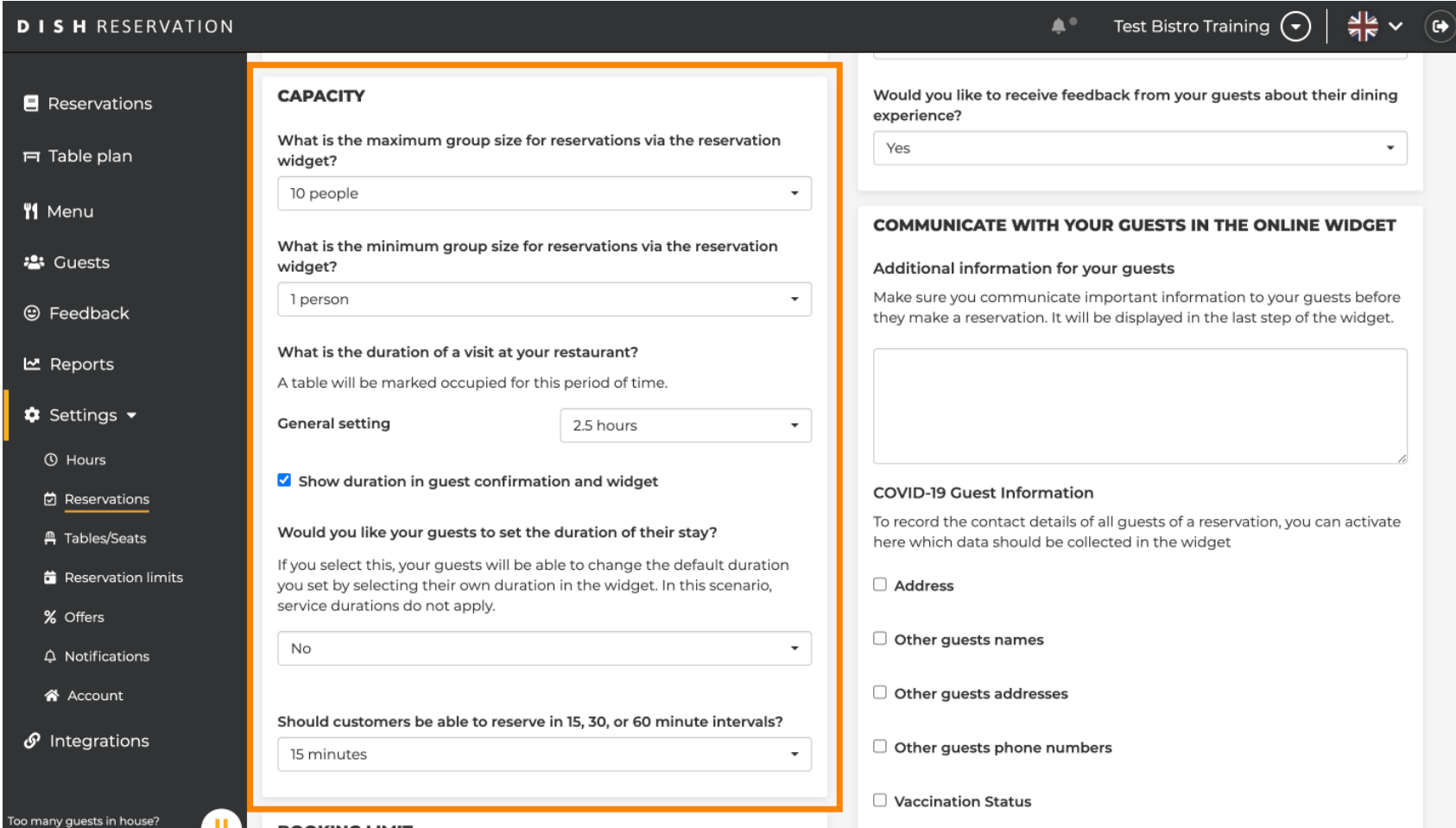
Additional information for your guests

Make sure you communicate important information to your guests before they make a reservation. It will be displayed in the last step of the widget.

Remove

Too many guests in house?

 V sekci **Kapacita** sekce si můžete upravit detaily ohledně velikosti skupiny a několik možností ohledně doby trvání rezervací.



The screenshot shows the DISH RESERVATION admin interface. The left sidebar contains navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (selected), Hours, Reservations, Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is titled 'CAPACITY' and contains several settings:

- What is the maximum group size for reservations via the reservation widget?** (Dropdown menu: 10 people)
- What is the minimum group size for reservations via the reservation widget?** (Dropdown menu: 1 person)
- What is the duration of a visit at your restaurant?** (Text: A table will be marked occupied for this period of time. General setting: 2.5 hours)
- Show duration in guest confirmation and widget**
- Would you like your guests to set the duration of their stay?** (Text: If you select this, your guests will be able to change the default duration you set by selecting their own duration in the widget. In this scenario, service durations do not apply. Dropdown menu: No)
- Should customers be able to reserve in 15, 30, or 60 minute intervals?** (Dropdown menu: 15 minutes)

Other sections visible on the right include:

- Would you like to receive feedback from your guests about their dining experience?** (Dropdown menu: Yes)
- COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET**
 - Additional information for your guests**

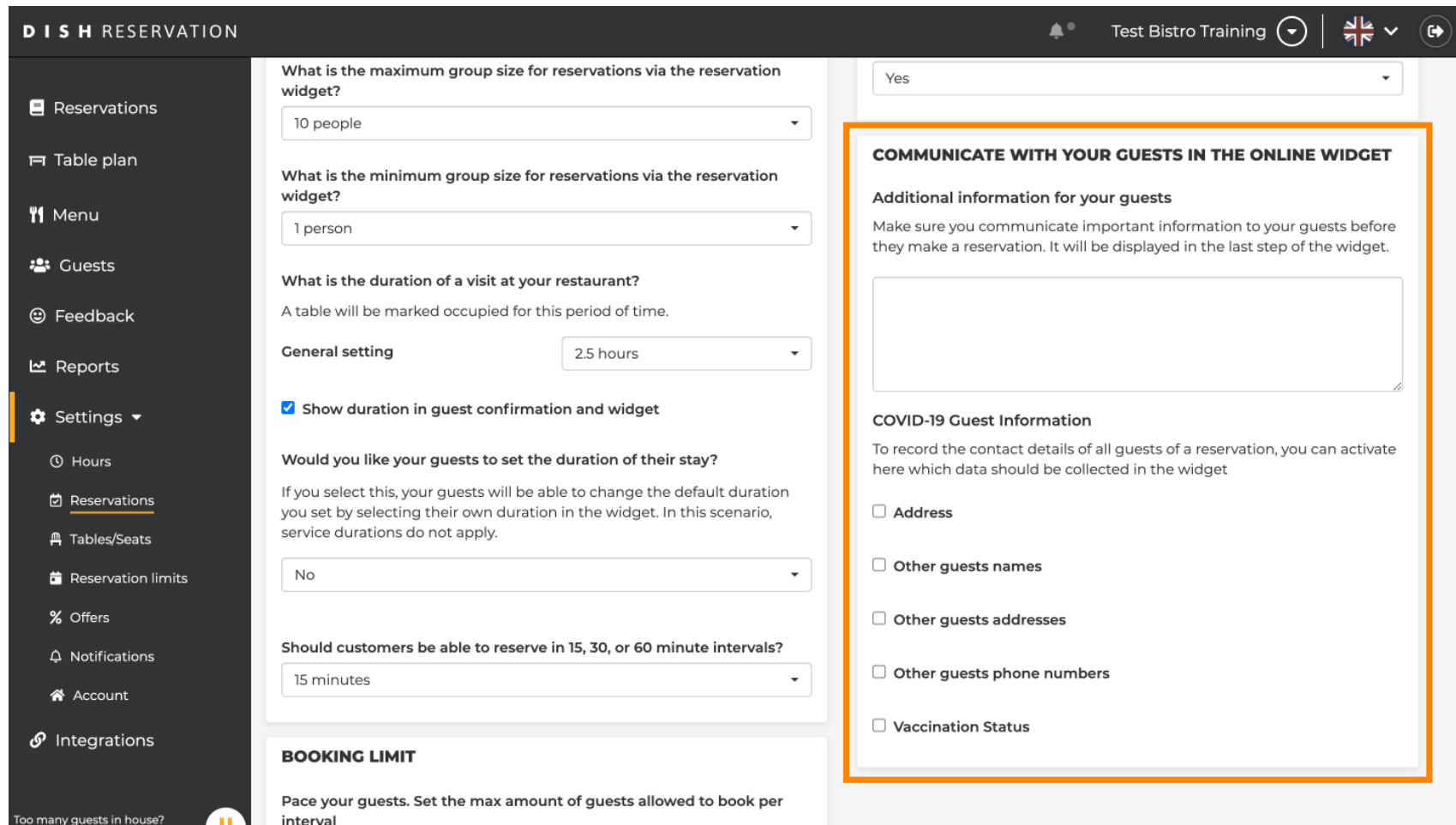
Make sure you communicate important information to your guests before they make a reservation. It will be displayed in the last step of the widget.
 - COVID-19 Guest Information**

To record the contact details of all guests of a reservation, you can activate here which data should be collected in the widget

 - Address
 - Other guests names
 - Other guests addresses
 - Other guests phone numbers
 - Vaccination Status



V sekci **komunikace s hosty v online widgetu** můžete zobrazit další informace, když si host rezervuje stůl prostřednictvím widgetu.



DISH RESERVATION Test Bistro Training

Reservations

Table plan

Menu

Guests

Feedback

Reports

Settings

Hours

Reservations

Tables/Seats

Reservation limits

Offers

Notifications

Account

Integrations

Too many guests in house?

What is the maximum group size for reservations via the reservation widget?
10 people

What is the minimum group size for reservations via the reservation widget?
1 person

What is the duration of a visit at your restaurant?
A table will be marked occupied for this period of time.
General setting: 2.5 hours

Show duration in guest confirmation and widget

Would you like your guests to set the duration of their stay?
If you select this, your guests will be able to change the default duration you set by selecting their own duration in the widget. In this scenario, service durations do not apply.
No

Should customers be able to reserve in 15, 30, or 60 minute intervals?
15 minutes

BOOKING LIMIT
Pace your guests. Set the max amount of guests allowed to book per interval

COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET

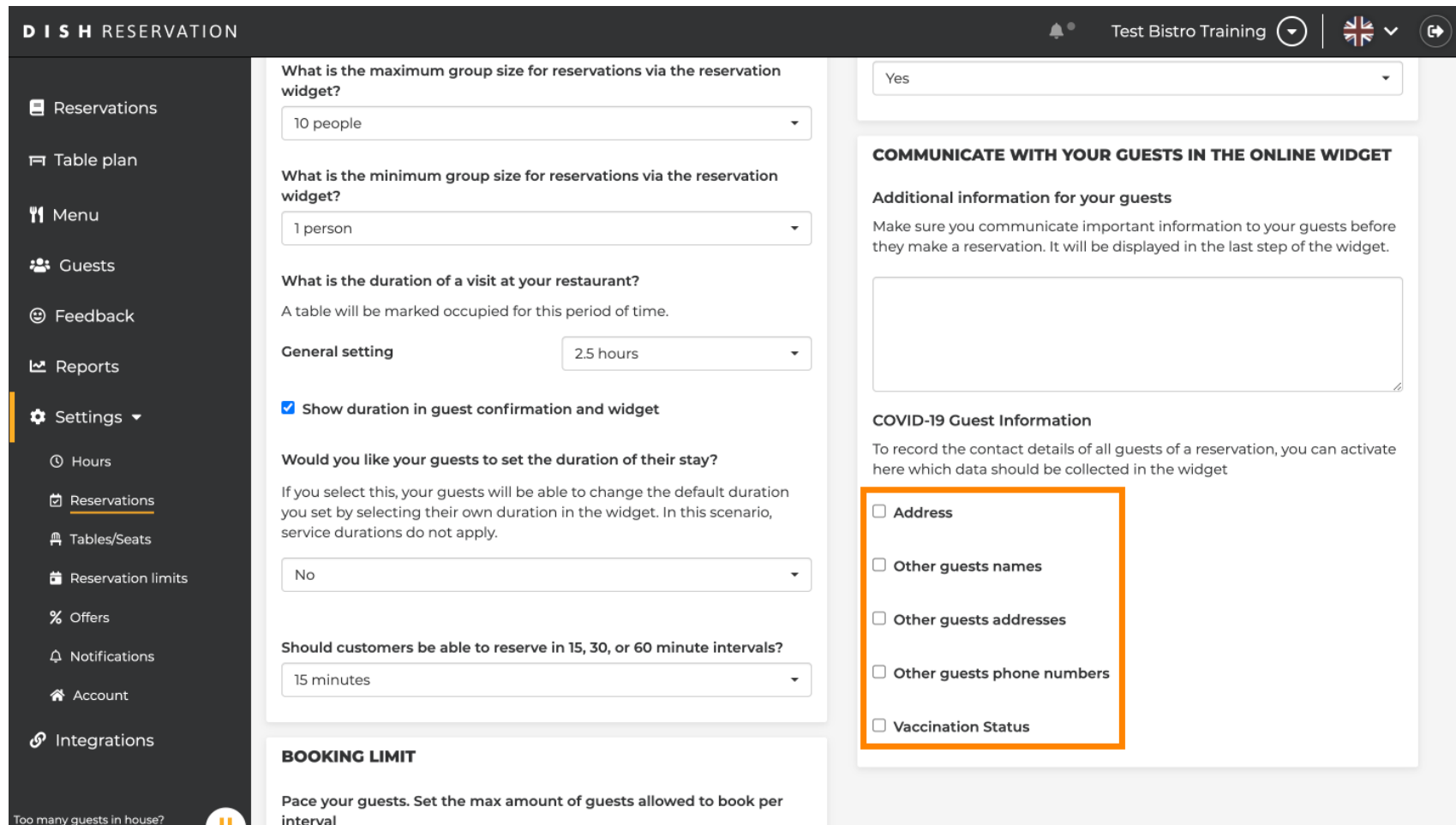
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Navíc můžete v případě potřeby nastavit informace o hostech COVID-19 jako povinné při rezervaci stolu prostřednictvím widgetu. Jednoduše zaškrtněte **políčka** u informací, které chcete shromažďovat.



DISH RESERVATION Test Bistro Training

- Reservations
- Table plan
- Menu
- Guests
- Feedback
- Reports
- Settings**
 - Hours
 - Reservations**
 - Tables/Seats
 - Reservation limits
 - Offers
 - Notifications
 - Account
 - Integrations

What is the maximum group size for reservations via the reservation widget?
10 people

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Too many guests in house?



Limit rezervací v sekci vám umožňuje nastavit maximální počet hostů, kteří si mohou rezervovat za interval. Pomocí **tlačítka + Limit rezervací** nastavte nový limit rezervací.

DISH RESERVATION Test Bistro Training

What is the duration of a visit at your restaurant?
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General setting: 2.5 hours

Show duration in guest confirmation and widget

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No

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+ Booking limit

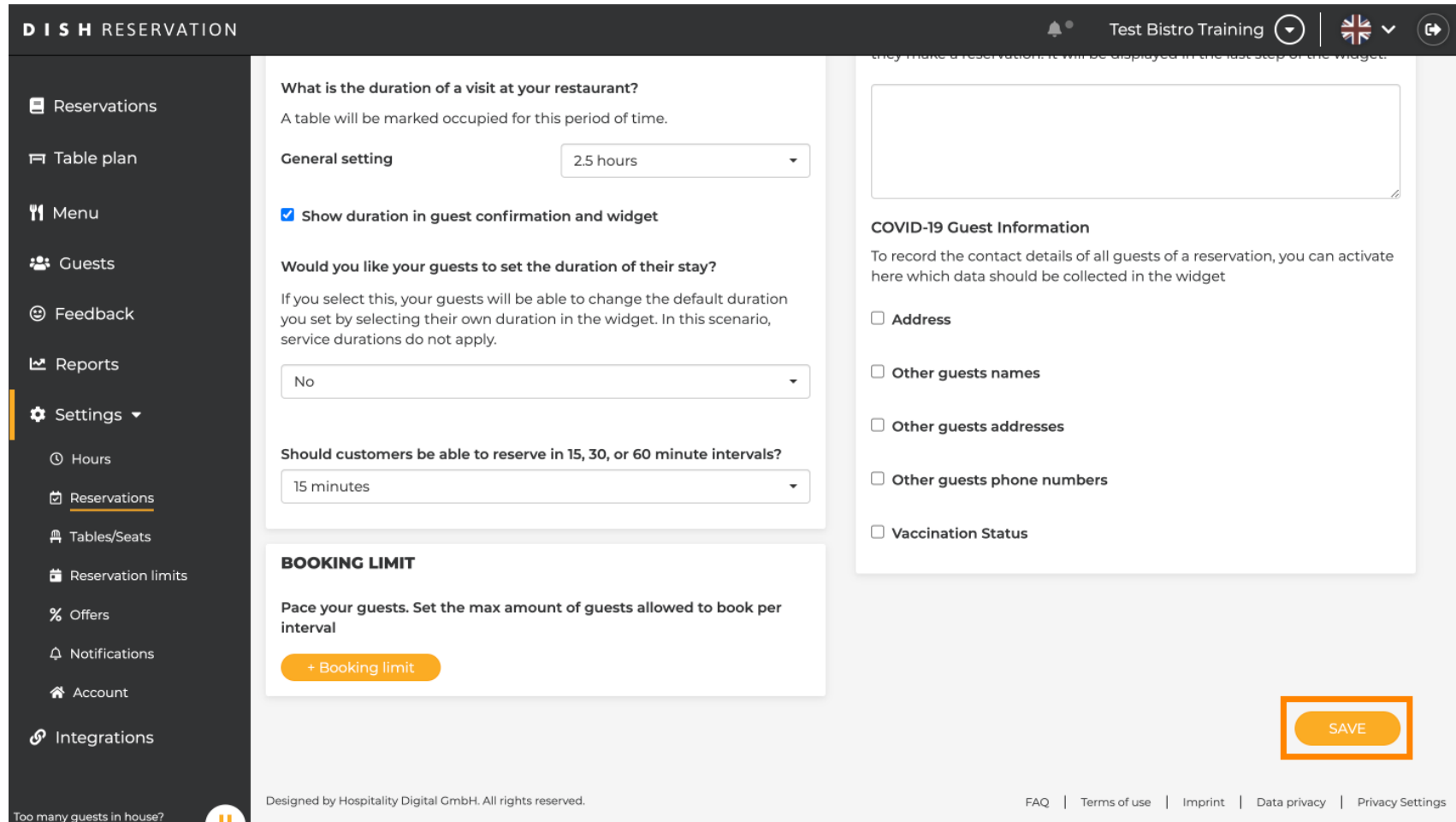
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SAVE

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Po úpravě nastavení klikněte na **ULOŽIT** pro použití změn.



DISH RESERVATION Test Bistro Training

- Reservations
- Table plan
- Menu
- Guests
- Feedback
- Reports
- Settings**
 - Hours
 - Reservations**
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+ Booking limit

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Too many guests in house?



To je vše. Dokončili jste výukový program a nyní víte, jak spravovat nastavení rezervace.

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ENGAGEMENT

How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?
2.0 hours in advance

Would you like to receive feedback from your guests about their dining experience?
Yes

Too many guests in house?



Skenováním přejděte do interaktivního přehrávače