



Welcome to the dashboard of **DISH Reservation**. In this tutorial, we show you how to manage your reservation settings.

The screenshot displays the DISH Reservation Admin Panel interface. At the top, the header includes the 'DISH RESERVATION' logo, a notification bell, the user name 'Test Bistro Training', and a language selector set to 'GB'. 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!' with 'WALK-IN' and 'ADD RESERVATION' buttons. Below this is a date range selector for 'Thu, 28 Sep - Thu, 28 Sep'. A summary row indicates 'There is 1 active limit configured for the selected time period' with a 'Show more' dropdown. Filter tabs for 'All', 'Completed', 'Upcoming', and 'Cancelled' are visible, along with counts for '0' items in each category and a table icon showing '0/49'. The main content area shows 'No reservations available' with a magnifying glass icon. A 'Print' button is located at the bottom left of the main 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 | Privacy Settings'. A help icon is also present in the bottom right corner.

First, go to **Settings** on the menu to your left.

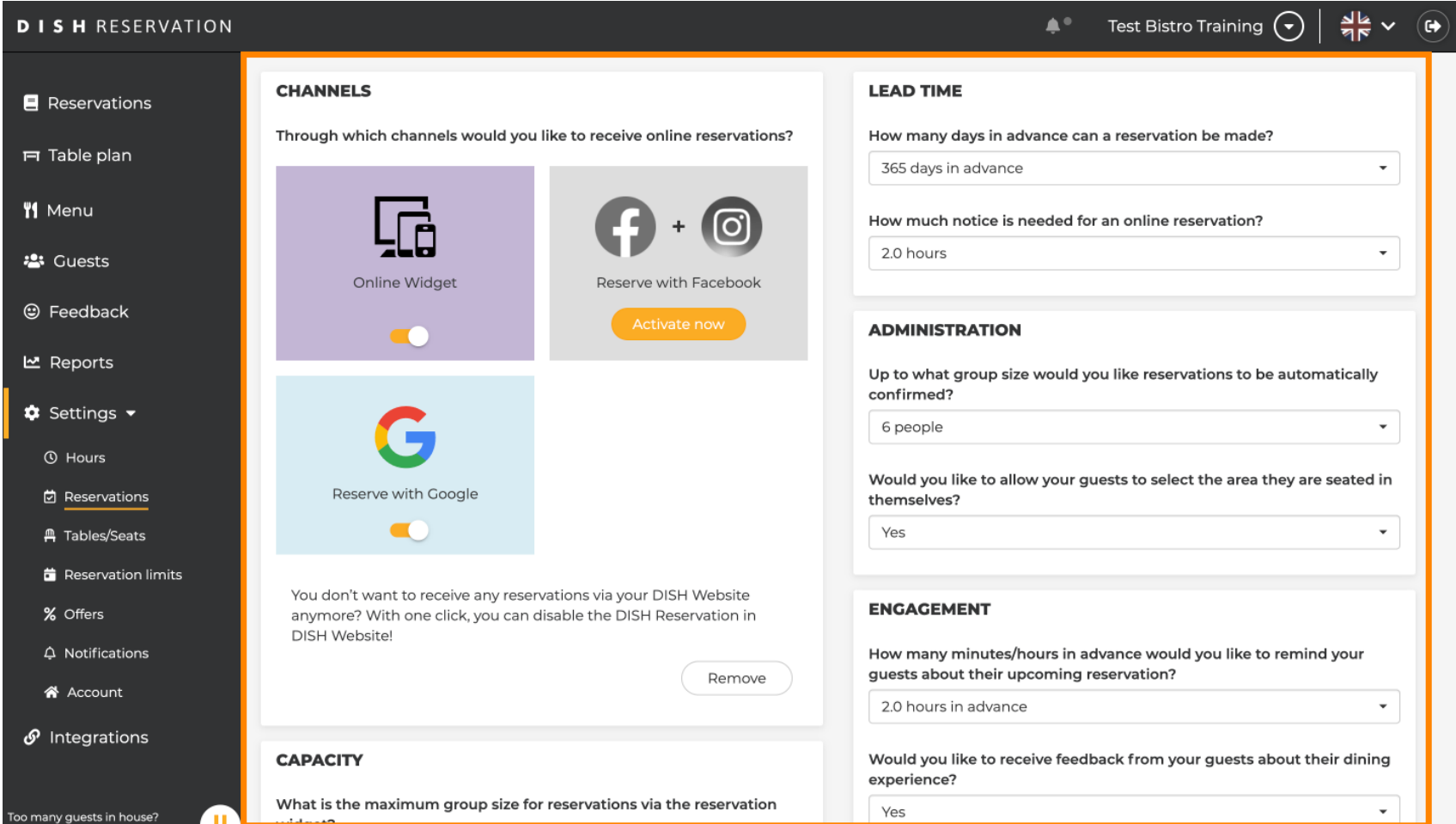
The screenshot displays the DISH Reservation Admin Panel interface. On the left, a dark sidebar menu contains several options: Reservations, Table plan, Menu, Guests, Feedback, Reports, **Settings** (highlighted with an orange border), and Integrations. The main content area features a teal banner with 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 orange buttons labeled "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 icons for a calendar (0), people (0), and a table (0/49). The main content area is empty, displaying a "No reservations available" message with a magnifying glass icon. At the bottom, there is a "Print" button, a "Too many guests in house? Pause online reservations" warning, 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".



And then select **Reservations**.

The screenshot displays the DISH Reservation Admin Panel interface. The top navigation bar includes the logo, the text "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 list of menu 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 two 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" dropdown. Filter tabs include "All" (selected), "Completed", "Upcoming", and "Cancelled", along with summary icons for calendar, guests, and tables (0/49). 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.

 You are now in the **settings** for your reservations.



The screenshot shows the DISH Reservation Admin Panel. The top navigation bar includes the DISH RESERVATION logo, a notification bell, the text "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 (selected), Hours, Reservations (underlined), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is titled "CHANNELS" and asks "Through which channels would you like to receive online reservations?". It features three cards: "Online Widget" with a toggle switch, "Reserve with Facebook" with an "Activate now" button, and "Reserve with Google" with a toggle switch. Below these is a note: "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!" with a "Remove" button. The "CAPACITY" section is partially visible at the bottom. On the right, the "LEAD TIME" section has two dropdown menus: "How many days in advance can a reservation be made?" (set to 365 days in advance) and "How much notice is needed for an online reservation?" (set to 2.0 hours). The "ADMINISTRATION" section has two dropdown menus: "Up to what group size would you like reservations to be automatically confirmed?" (set to 6 people) and "Would you like to allow your guests to select the area they are seated in themselves?" (set to Yes). The "ENGAGEMENT" section has two dropdown menus: "How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?" (set to 2.0 hours in advance) and "Would you like to receive feedback from your guests about their dining experience?" (set to Yes). A status bar at the bottom left shows "Too many guests in house?" and a pause icon.

Under the section channels, you can decide through which channels you would like to receive reservations. To do so, click on the designated **switch**.

The screenshot displays the DISH Reservation Admin Panel. The top navigation bar includes the DISH logo, the text 'DISH RESERVATION', and user information 'Test Bistro Training' with a dropdown arrow, 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 (selected), Hours, Reservations (underlined), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. At the bottom of the sidebar, a notification reads 'Too many guests in house?' with a pause icon.

The main content area is divided into several sections:

- CHANNELS**: A heading followed by the question 'Through which channels would you like to receive online reservations?'. It features three channel cards: 'Online Widget' (purple background, toggle switch is off), 'Reserve with Facebook' (grey background, 'Activate now' button), and 'Reserve with Google' (light blue background, toggle switch is on and highlighted with an orange box).
- LEAD TIME**: Contains two dropdown menus. The first is 'How many days in advance can a reservation be made?' set to '365 days in advance'. The second is 'How much notice is needed for an online reservation?' set to '2.0 hours'.
- ADMINISTRATION**: Contains two dropdown menus. The first is 'Up to what group size would you like reservations to be automatically confirmed?' set to '6 people'. The second is 'Would you like to allow your guests to select the area they are seated in themselves?' set to 'Yes'.
- ENGAGEMENT**: Contains two dropdown menus. The first is 'How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?' set to '2.0 hours in advance'. The second is 'Would you like to receive feedback from your guests about their dining experience?' set to 'Yes'.
- CAPACITY**: A heading followed by the question 'What is the maximum group size for reservations via the reservation widget?'.

A 'Remove' button is located below the 'Reserve with Google' card.

The section **lead time** lets you configure how many days in advance a reservation can be made and how much notice is needed for an online reservation.

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](#)

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

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?



In the **administration section**, you are able to adjust at what group size reservations won't be any longer confirmed automatically.

The screenshot shows the DISH Reservation Admin Panel. The top navigation bar includes the DISH logo, the text "DISH RESERVATION", and user information "Test Bistro Training" with a dropdown arrow, 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 (selected), Hours, Reservations (highlighted), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is divided into several sections:
1. **CHANNELS**: "Through which channels would you like to receive online reservations?" It features three options: "Online Widget" (purple background, toggle on), "Reserve with Facebook" (grey background, "Activate now" button), and "Reserve with Google" (light blue background, toggle on). Below these is a note: "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!" with a "Remove" button.
2. **LEAD TIME**: "How many days in advance can a reservation be made?" (dropdown: "365 days in advance") and "How much notice is needed for an online reservation?" (dropdown: "2.0 hours").
3. **ADMINISTRATION** (highlighted with an orange border): "Up to what group size would you like reservations to be automatically confirmed?" (dropdown: "6 people") and "Would you like to allow your guests to select the area they are seated in themselves?" (dropdown: "Yes").
4. **ENGAGEMENT**: "How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?" (dropdown: "2.0 hours in advance") and "Would you like to receive feedback from your guests about their dining experience?" (dropdown: "Yes").
At the bottom left, a notification says "Too many guests in house?" with a pause icon.



Under the section **engagement**, you set up when a guest will be reminded about the upcoming reservation and if you want to receive feedback from the guest regarding the experience.

The screenshot shows the DISH Reservation Admin Panel. The top navigation bar includes the DISH RESERVATION logo, a notification bell, the text '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 (selected), Hours, Reservations (sub-item), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is divided into several sections:

- Reserve with Google:** A light blue box with the Google logo and a toggle switch. Below it, text reads: "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!" and a "Remove" button.
- CAPACITY:** Contains three settings:
 - "What is the maximum group size for reservations via the reservation widget?" set to "10 people".
 - "What is the minimum group size for reservations via the reservation widget?" set to "1 person".
 - "What is the duration of a visit at your restaurant?" set to "2.5 hours".
- ENGAGEMENT (highlighted with an orange border):** Contains two settings:
 - "Up to what group size would you like reservations to be automatically confirmed?" set to "6 people".
 - "Would you like to allow your guests to select the area they are seated in themselves?" set to "Yes".
 - "How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?" set to "2.0 hours in advance".
 - "Would you like to receive feedback from your guests about their dining experience?" set to "Yes".
- COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET:** Includes a heading "Additional information for your guests" and a text box with the instruction: "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." Below this is a large empty text area.

At the bottom left of the sidebar, there is a notification: "Too many guests in house?" with a pause icon.

Under the section **capacity**, you can adjust details regarding the group size and several options regarding the duration of reservations.

DISH RESERVATION Test Bistro Training

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

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

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

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.

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

Too many guests in house?



In the section **communicate with your guests in the online widget**, you are able to display additional information when a guest books a table through the widget.

The screenshot shows the DISH Reservation Admin Panel. The left sidebar contains navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (selected), Hours, Reservations (highlighted), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is titled 'DISH RESERVATION' and includes a user profile 'Test Bistro Training' and a language selector (UK flag). The settings are organized into sections:

- Reservation Limits:**
 - 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? (2.5 hours)
 - General setting: 2.5 hours
 - Show duration in guest confirmation and widget
- Booking Duration:**
 - Would you like your guests to set the duration of their stay? (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:** (highlighted with an orange border)
 - 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. (Text area)
 - 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

At the bottom left, there is a notification: 'Too many guests in house?' with a pause icon.

Plus, you can make the COVID-19 guest information mandatory when booking a table through the widget if needed. Simply tick the **boxes** for the information you want to collect.

The screenshot displays the DISH Reservation Admin Panel settings for Reservations. The interface includes a dark sidebar with 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 divided into several sections:

- Group Size Settings:**
 - Maximum group size: 10 people
 - Minimum group size: 1 person
- Duration Settings:**
 - Duration of a visit: 2.5 hours
 - Checkbox: Show duration in guest confirmation and widget
 - Guests setting duration: No
- Booking Interval:** 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:** Includes a text area for additional information.
- COVID-19 Guest Information:** A section with a red border containing checkboxes for:
 - Address
 - Other guests names
 - Other guests addresses
 - Other guests phone numbers
 - Vaccination Status

At the bottom left, a notification states: "Too many guests in house?"



The section booking limit lets you set a maximum amount of guests allowed to book per interval. Use the **+ Booking limit button** to set up a new booking limit.

The screenshot shows the DISH Reservation Admin Panel. The left sidebar contains navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (expanded), Hours, Reservations (selected), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is titled 'DISH RESERVATION' and includes a notification 'Too many guests in house?'. The 'Reservations' section is active, showing settings for visit duration (2.5 hours), a checked option to 'Show duration in guest confirmation and widget', and a question about whether guests can set their own duration (set to 'No'). Below this is the 'BOOKING LIMIT' section, which states 'Pace your guests. Set the max amount of guests allowed to book per interval' and features a prominent orange button labeled '+ Booking limit'. To the right, there is a 'COVID-19 Guest Information' section with checkboxes for 'Address', 'Other guests names', 'Other guests addresses', 'Other guests phone numbers', and 'Vaccination Status'. A 'SAVE' button is located at the bottom right of the settings area. The footer contains the text 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.

Once you adjusted the settings, click on **SAVE** to apply the changes.

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That's it. You have completed the tutorial and now know how to manage your reservation settings.

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

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

Too many guests in house?



Scan to go to the interactive player