



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

The screenshot displays the DISH Reservation administration interface. The top navigation bar includes the 'DISH RESERVATION' logo, 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 this is a date range selector for 'Thu, 28 Sep - Thu, 28 Sep'. A summary row indicates '1 active limit configured for the selected time period' and includes filters for 'All', 'Completed', 'Upcoming', and 'Cancelled', along with counts for calendar, guests, and tables (0/49). The central area shows '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.

Per prima cosa, vai su **Impostazioni** nel menu a sinistra.

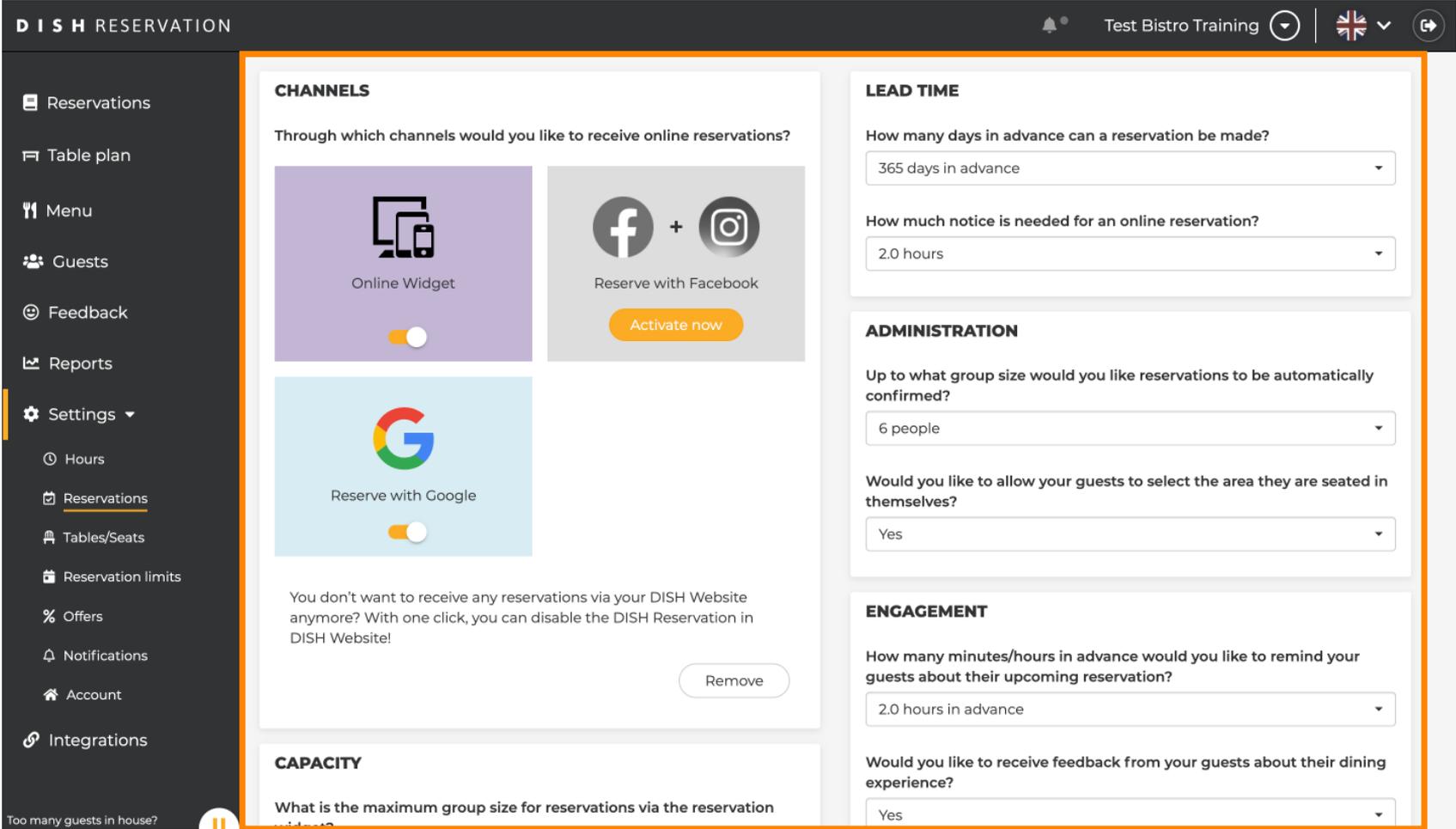
The screenshot displays the DISH Reservation administration interface. On the left, a dark sidebar menu contains the following items: Reservations, Table plan, Menu, Guests, Feedback, Reports, **Settings** (highlighted with an orange border), and Integrations. The main content area features a teal banner 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 orange buttons: "WALK-IN" and "ADD RESERVATION". Below this is a date 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 calendar, guests, and tables. The main content area shows "No reservations available" with a magnifying glass icon. At the bottom, there is a "Print" button, a "Too many guests in house? Pause online reservations" notification, 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".



Quindi seleziona **Prenotazioni**.

The screenshot displays the DISH Reservation administration 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 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 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 (0), people (0), 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 other legal links: "Terms of use", "Imprint", "Data privacy", and "Privacy Settings". A help icon (question mark) is in the bottom right corner.

 Ora ti trovi nelle **impostazioni** per le tue prenotazioni.



The screenshot displays the DISH Reservation administration interface. 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, Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is divided into four sections:

- CHANNELS**: A section titled "Through which channels would you like to receive online reservations?". It features three cards: "Online Widget" (with a toggle switch), "Reserve with Facebook" (with a "Reserve with Facebook" button and an "Activate now" button), and "Reserve with Google" (with a toggle switch). Below these cards 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!" and a "Remove" button.
- LEAD TIME**: A section with 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**: A section with 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**: A section with 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".

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

Nella sezione canali, puoi decidere attraverso quali canali desideri ricevere le prenotazioni. Per farlo, clicca sull'interruttore **designato**.

The screenshot shows the DISH Reservation administration 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 'CHANNELS' and asks 'Through which channels would you like to receive online reservations?'. It features three channel options: 'Online Widget' (disabled), 'Reserve with Facebook' (with an 'Activate now' button), and 'Reserve with Google' (enabled, with the toggle switch highlighted by an orange box). Below the Google option is a 'Remove' button. The right sidebar contains three sections: 'LEAD TIME' with dropdowns for 'How many days in advance...' (365 days) and 'How much notice is needed...' (2.0 hours); 'ADMINISTRATION' with dropdowns for 'Up to what group size...' (6 people) and 'Would you like to allow your guests...' (Yes); and 'ENGAGEMENT' with dropdowns for 'How many minutes/hours in advance...' (2.0 hours) and 'Would you like to receive feedback...' (Yes). The top right of the interface shows 'Test Bistro Training', a language selector (UK flag), and a refresh icon. A notification at the bottom left says 'Too many guests in house?' with a pause icon.

La sezione **lead time** consente di configurare quanti giorni di anticipo può essere effettuata una prenotazione e quanto preavviso è necessario per una prenotazione online.

The screenshot shows the DISH Reservation administration 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 divided into several sections:

- CHANNELS:** Includes 'Online Widget' (toggle on), 'Reserve with Facebook' (with 'Activate now' button), and 'Reserve with Google' (toggle on). A note at the bottom says: "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.
- LEAD TIME (highlighted with an orange border):**
 - How many days in advance can a reservation be made? (Dropdown: 365 days in advance)
 - How much notice is needed for an online reservation? (Dropdown: 2.0 hours)
- ADMINISTRATION:**
 - Up to what group size would you like reservations to be automatically confirmed? (Dropdown: 6 people)
 - Would you like to allow your guests to select the area they are seated in themselves? (Dropdown: Yes)
- ENGAGEMENT:**
 - How many minutes/hours in advance would you like to remind your guests about their upcoming reservation? (Dropdown: 2.0 hours in advance)
 - Would you like to receive feedback from your guests about their dining experience? (Dropdown: Yes)
- CAPACITY:** Question: "What is the maximum group size for reservations via the reservation widget?"

The top right of the interface shows "Test Bistro Training", a language selector (UK flag), and a refresh icon. The bottom left corner has a notification: "Too many guests in house?" with a pause icon.

Nella **sezione amministrazione** puoi stabilire a partire da quale dimensione del gruppo le prenotazioni non verranno più confermate automaticamente.

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 language selector (UK flag) and a refresh icon. A dark sidebar on the left contains a menu with items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (highlighted), Hours, Reservations, 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 toggleable options: 'Online Widget' (purple background, toggle on), 'Reserve with Facebook' (grey background, toggle off, with an '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!' and a 'Remove' button.
- LEAD TIME:** Contains 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').
- ADMINISTRATION:** This section is highlighted with an orange border. It includes:
 - 'Up to what group size would you like reservations to be automatically confirmed?' (dropdown set to '6 people')
 - 'Would you like to allow your guests to select the area they are seated in themselves?' (dropdown set to 'Yes')
- ENGAGEMENT:** Contains:
 - 'How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?' (dropdown set to '2.0 hours in advance')
 - 'Would you like to receive feedback from your guests about their dining experience?' (dropdown set to 'Yes')
- CAPACITY:** A heading followed by the question 'What is the maximum group size for reservations via the reservation widget?'.

Nella sezione **Coinvolgimento**, puoi impostare quando un ospite verrà ricordato della sua prossima prenotazione e se desideri ricevere un feedback dall'ospite in merito all'esperienza.

The screenshot shows the DISH Reservation administration 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 divided into several sections:

- Reserve with Google:** A section 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:**
 - 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)
- ENGAGEMENT (highlighted with an orange border):**
 - 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.

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

Nella sezione **capacità** è possibile modificare i dettagli riguardanti la dimensione del gruppo e diverse opzioni riguardanti la durata delle prenotazioni.

The screenshot shows the DISH Reservation administration 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:

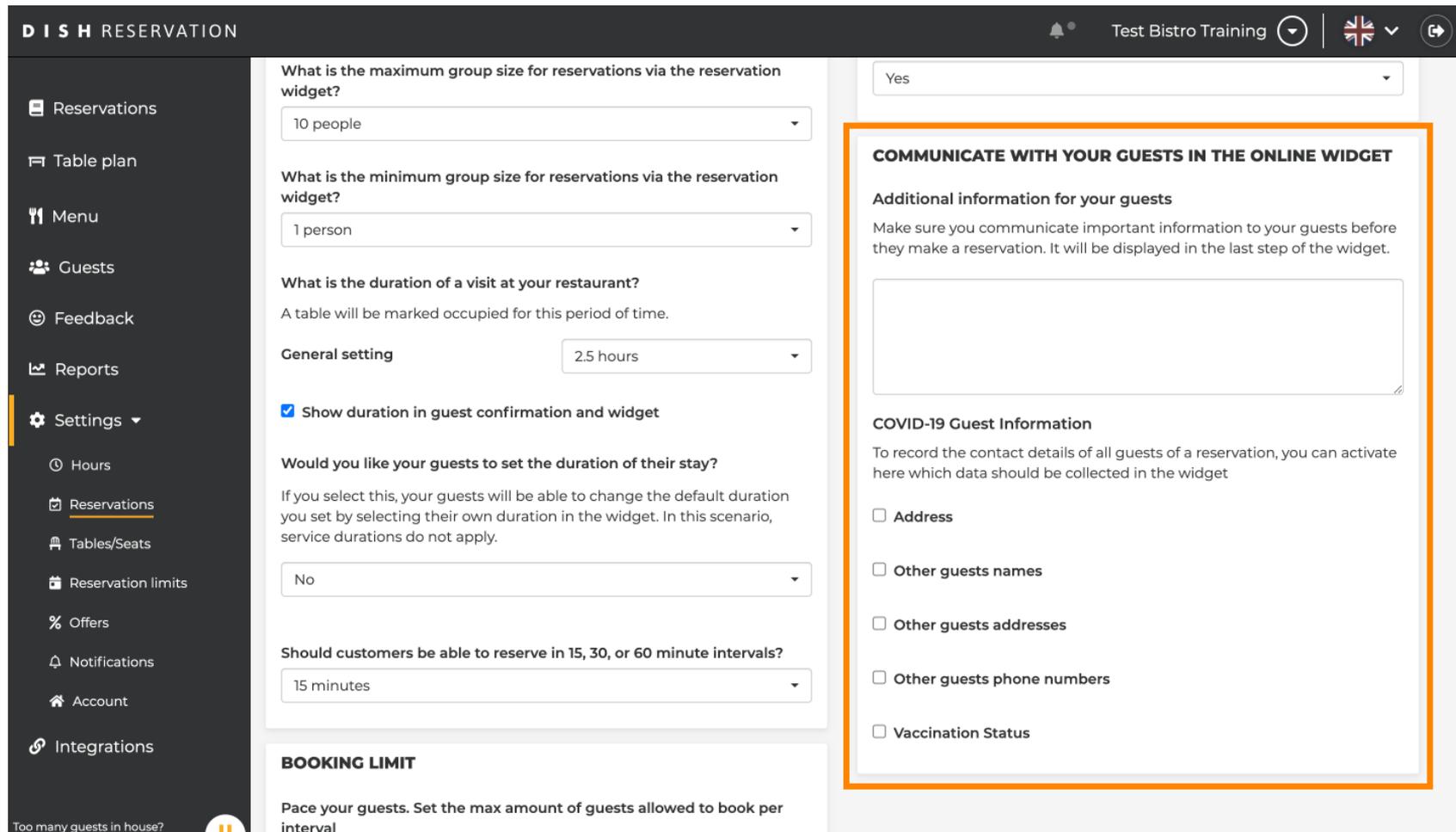
- Would you like to receive feedback from your guests about their dining experience?** (Dropdown menu: Yes)
- COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET**
 - Additional information for your guests**

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

Nella sezione **Comunica con i tuoi ospiti nel widget online** puoi visualizzare informazioni aggiuntive quando un ospite prenota un tavolo tramite il widget.



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

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

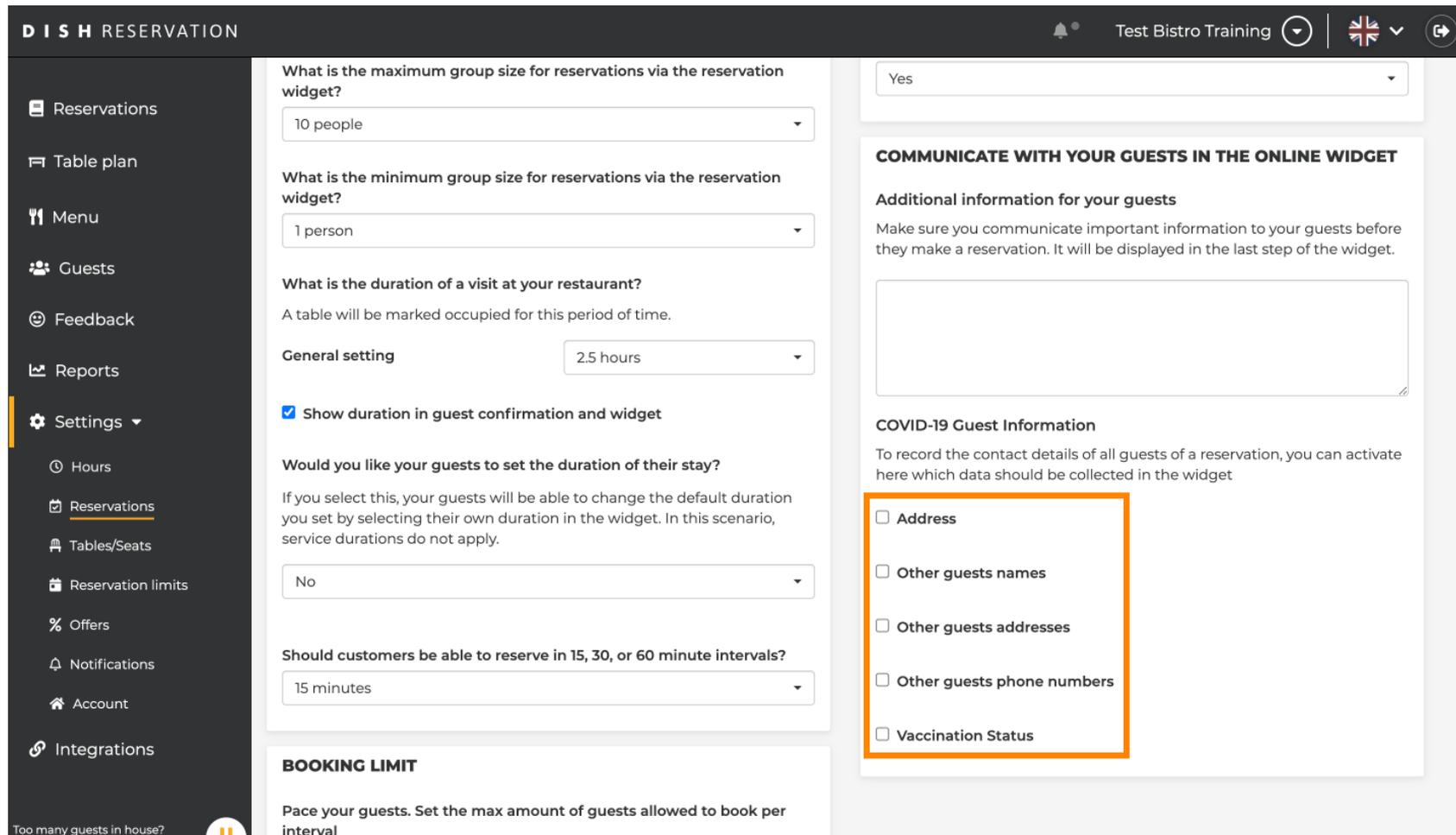
Additional information for your guests
Make sure you communicate important information to your guests before they make a reservation. It will be displayed in the last step of the widget.

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?

Inoltre, puoi rendere obbligatorie le informazioni COVID-19 degli ospiti quando prenoti un tavolo tramite il widget, se necessario. Basta spuntare le **caselle** per le informazioni che vuoi raccogliere.



The screenshot shows the DISH Reservation administration 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 divided into several sections:

- Reservation Widget Settings:**
 - Maximum group size: 10 people
 - Minimum group size: 1 person
 - Duration of a visit: 2.5 hours (General setting)
 - Checkbox: Show duration in guest confirmation and widget
 - Guests setting: No
 - Reservation intervals: 15 minutes
- BOOKING LIMIT:**
 - Text: Pace your guests. Set the max amount of guests allowed to book per interval
- COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET:**
 - Section: Additional information for your guests
 - Text: 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 for additional information.
- COVID-19 Guest Information:**
 - Text: To record the contact details of all guests of a reservation, you can activate here which data should be collected in the widget
 - List of checkboxes (highlighted with an orange box):
 - Address
 - Other guests names
 - Other guests addresses
 - Other guests phone numbers
 - Vaccination Status



Il limite di prenotazione della sezione ti consente di impostare un numero massimo di ospiti autorizzati a prenotare per intervallo. Utilizza il **pulsante + Limite di prenotazione** per impostare un nuovo limite di 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 (selected), Hours, Reservations, Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. At the bottom of the sidebar, a notification reads "Too many guests in house?".

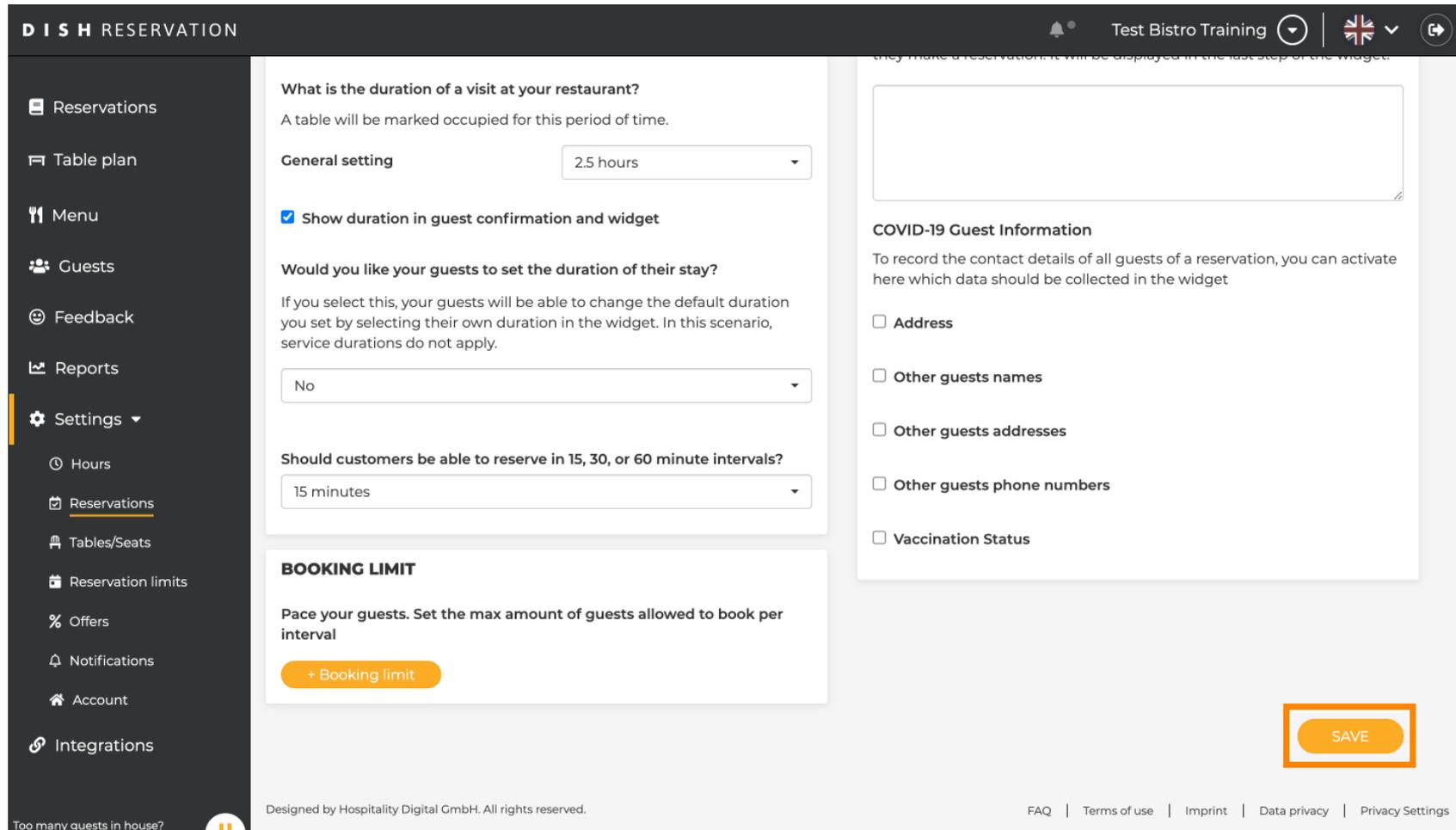
The main content area is titled "DISH RESERVATION" and includes a user profile "Test Bistro Training" and a language selector (UK flag). The settings are organized into sections:

- 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 (dropdown menu)
 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 (dropdown menu)
- Should customers be able to reserve in 15, 30, or 60 minute intervals?**
15 minutes (dropdown menu)
- BOOKING LIMIT**
Pace your guests. Set the max amount of guests allowed to book per interval.
+ Booking limit (button)
- 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

A "SAVE" button is located at the bottom right of the settings area. At the bottom of the page, there is a footer with the text "Designed by Hospitality Digital GmbH. All rights reserved." and a navigation menu: FAQ | Terms of use | Imprint | Data privacy | Privacy Settings.



Dopo aver modificato le impostazioni, fare clic su **SALVA** per applicare le modifiche.



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 (selected), Hours, Reservations, 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. The primary settings section is titled 'What is the duration of a visit at your restaurant?' and contains the following options:

- General setting:** A dropdown menu set to '2.5 hours'.
- Show duration in guest confirmation and widget**
- Would you like your guests to set the duration of their stay?** A dropdown menu set to 'No'.
- Should customers be able to reserve in 15, 30, or 60 minute intervals?** A dropdown menu set to '15 minutes'.

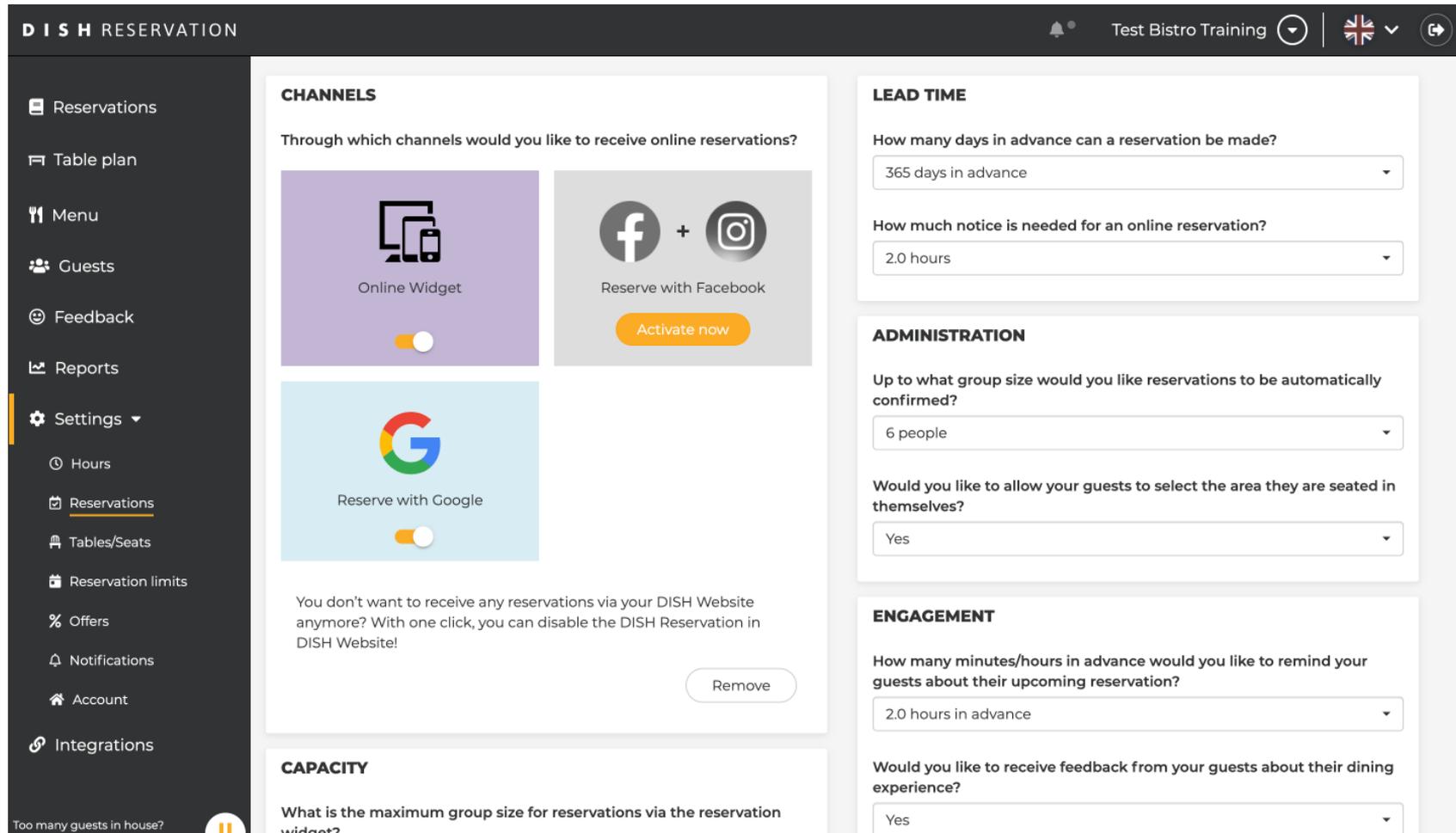
Below this is a 'BOOKING LIMIT' section with the text 'Pace your guests. Set the max amount of guests allowed to book per interval' and a '+ Booking limit' button.

On the right side, there is a 'COVID-19 Guest Information' section with a text area and several checkboxes: Address, Other guests names, Other guests addresses, Other guests phone numbers, and Vaccination Status.

A prominent orange 'SAVE' button is located at the bottom right of the settings area. At the bottom of the page, there is a footer with the text 'Designed by Hospitality Digital GmbH. All rights reserved.' and a row of links: FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.



Ecco fatto. Hai completato il tutorial e ora sai come gestire le impostazioni della tua prenotazione.



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 language selector (UK flag) and a refresh icon. A dark sidebar on the left 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. At the bottom of the sidebar, a notification reads "Too many guests in house?".

The main content area is divided into four sections:

- CHANNELS:** Titled "Through which channels would you like to receive online reservations?". It features three options:
 - Online Widget:** Represented by a purple card with a smartphone icon and a toggle switch that is currently turned on.
 - Reserve with Facebook:** Represented by a grey card with Facebook and Instagram icons and an "Activate now" button.
 - Reserve with Google:** Represented by a light blue card with the Google logo and a toggle switch that is currently turned on.
- LEAD TIME:** Contains two dropdown menus:
 - "How many days in advance can a reservation be made?" set to "365 days in advance".
 - "How much notice is needed for an online reservation?" set to "2.0 hours".
- ADMINISTRATION:** Contains two dropdown menus:
 - "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".
- CAPACITY:** Starts with the question "What is the maximum group size for reservations via the reservation widget?".

At the bottom of the Channels section, there 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!" and a "Remove" button.



Scansiona per andare al lettore interattivo