



Bem-vindo ao painel do **DISH Reservation**. Neste tutorial, mostramos como gerenciar suas configurações de reserva.

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 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: "WALK-IN" and "ADD RESERVATION". Below this is a date range selector showing "Thu, 28 Sep - Thu, 28 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 0 reservations, 0 guests, and 0/49 tables. A large white box in the center contains an icon of a person with binoculars and the text "No reservations available". At the bottom, there is a "Print" button, a "Pause online reservations" warning, and a help icon. The footer includes "Designed by Hospitality Digital GmbH. All rights reserved." and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.

Primeiro, vá em **Configurações** no menu à sua esquerda.

The screenshot displays the DISH RESERVATION administration interface. The top header includes the logo, the text "DISH RESERVATION", and user information "Test Bistro Training" with a dropdown arrow and a language selector (UK flag). A teal notification banner at the top right says "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 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. A filter bar shows "All" selected, along with "Completed", "Upcoming", and "Cancelled" options, and counts for calendar, guests, and tables (0/49). The main content area shows "No reservations available" with a magnifying glass icon. The left sidebar menu includes "Reservations", "Table plan", "Menu", "Guests", "Feedback", "Reports", "Settings" (highlighted with an orange box), and "Integrations". 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". A help icon (question mark) is in the bottom right corner.



E então selecione **Reservas** .

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**

Thu, 28 Sep - Thu, 28 Sep

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

All Completed Upcoming Cancelled 0 0 0/49

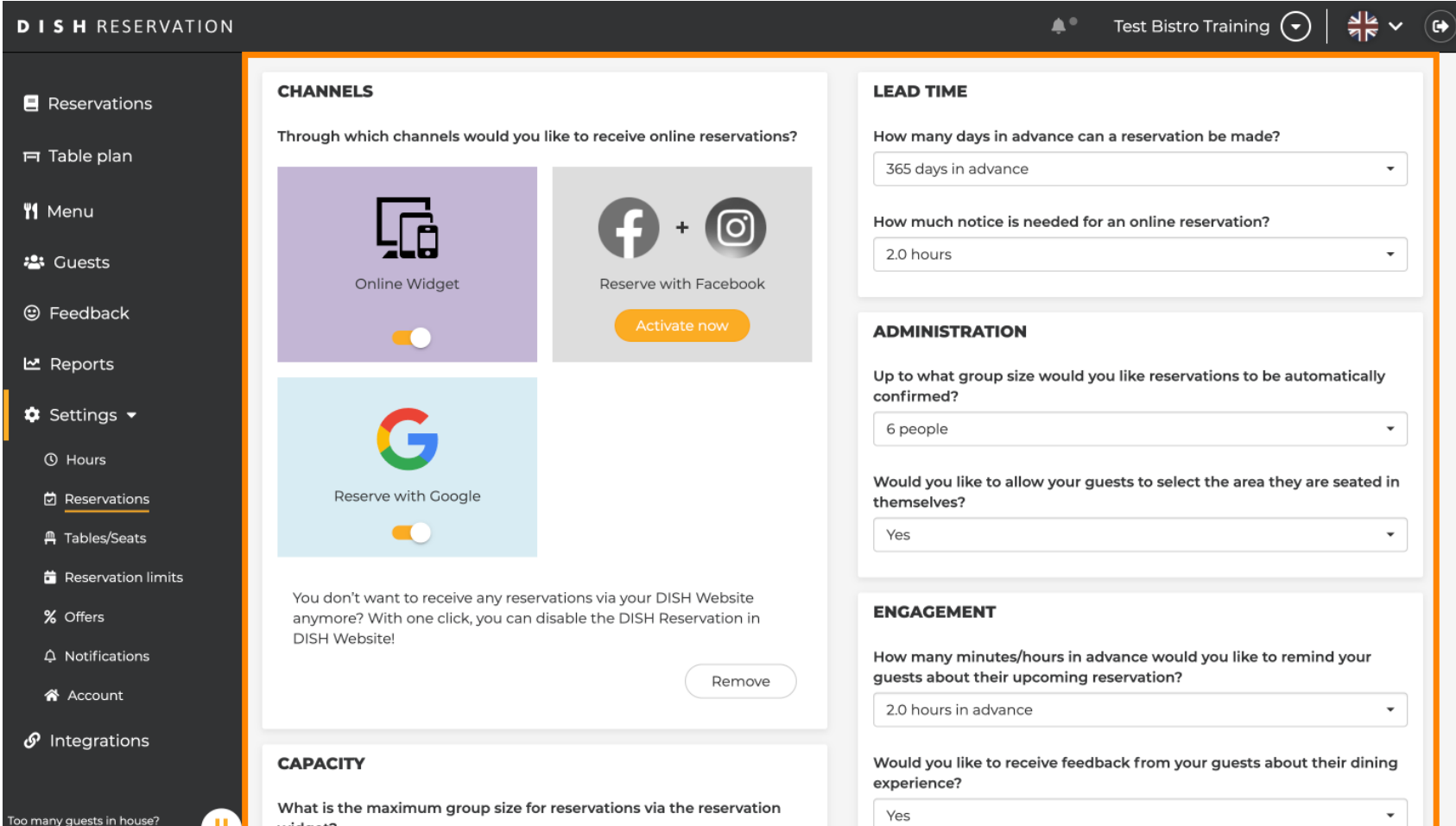
No reservations available

Print

Too many guests in house?

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 Agora você está nas **configurações** das suas reservas.



The screenshot shows the 'DISH RESERVATION' admin interface. The top navigation bar includes the logo, the text 'Test Bistro Training', 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. The main content area is titled 'CHANNELS' and asks '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 on, 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. The 'CAPACITY' section is partially visible at the bottom. To the right, the 'LEAD TIME' section 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'). The 'ADMINISTRATION' section has two dropdowns: '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 dropdowns: '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').

Na seção canais, você pode decidir por quais canais você gostaria de receber reservas. Para fazer isso, clique no **botão** designado .

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 (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?".

The main content area is titled "CHANNELS" and asks, "Through which channels would you like to receive online reservations?". It features three channel cards:

- Online Widget**: A purple card with a toggle switch that is currently turned off.
- Reserve with Facebook**: A grey card with Facebook and Instagram icons and an "Activate now" button.
- Reserve with Google**: A light blue card with the Google logo and a toggle switch that is currently turned on and highlighted with an orange box.

Below the cards, a note states: "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.

Other sections visible on the right include:

- LEAD TIME**: "How many days in advance can a reservation be made?" (365 days in advance) and "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) and "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) and "Would you like to receive feedback from your guests about their dining experience?" (Yes).

A seção de **prazo de entrega** permite que você configure com quantos dias de antecedência uma reserva pode ser feita e quanto aviso é necessário para uma reserva online.

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 dark sidebar on the left 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. At the bottom of the sidebar, a notification reads "Too many guests in house?".

The main content area is divided into several sections:

- CHANNELS:** A section titled "Through which channels would you like to receive online reservations?". It features three cards: "Online Widget" (purple background, toggle switch is on), "Reserve with Facebook" (grey background, "Activate now" button), and "Reserve with Google" (light blue background, toggle switch is on). 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!" with a "Remove" button.
- LEAD TIME:** A section highlighted with an orange border. It 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:** A section with 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").
- ENGAGEMENT:** A section with 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").
- CAPACITY:** A section with the question "What is the maximum group size for reservations via the reservation widget?".

Na **seção de administração**, você pode ajustar o tamanho do grupo para que as reservas não sejam mais confirmadas automaticamente.

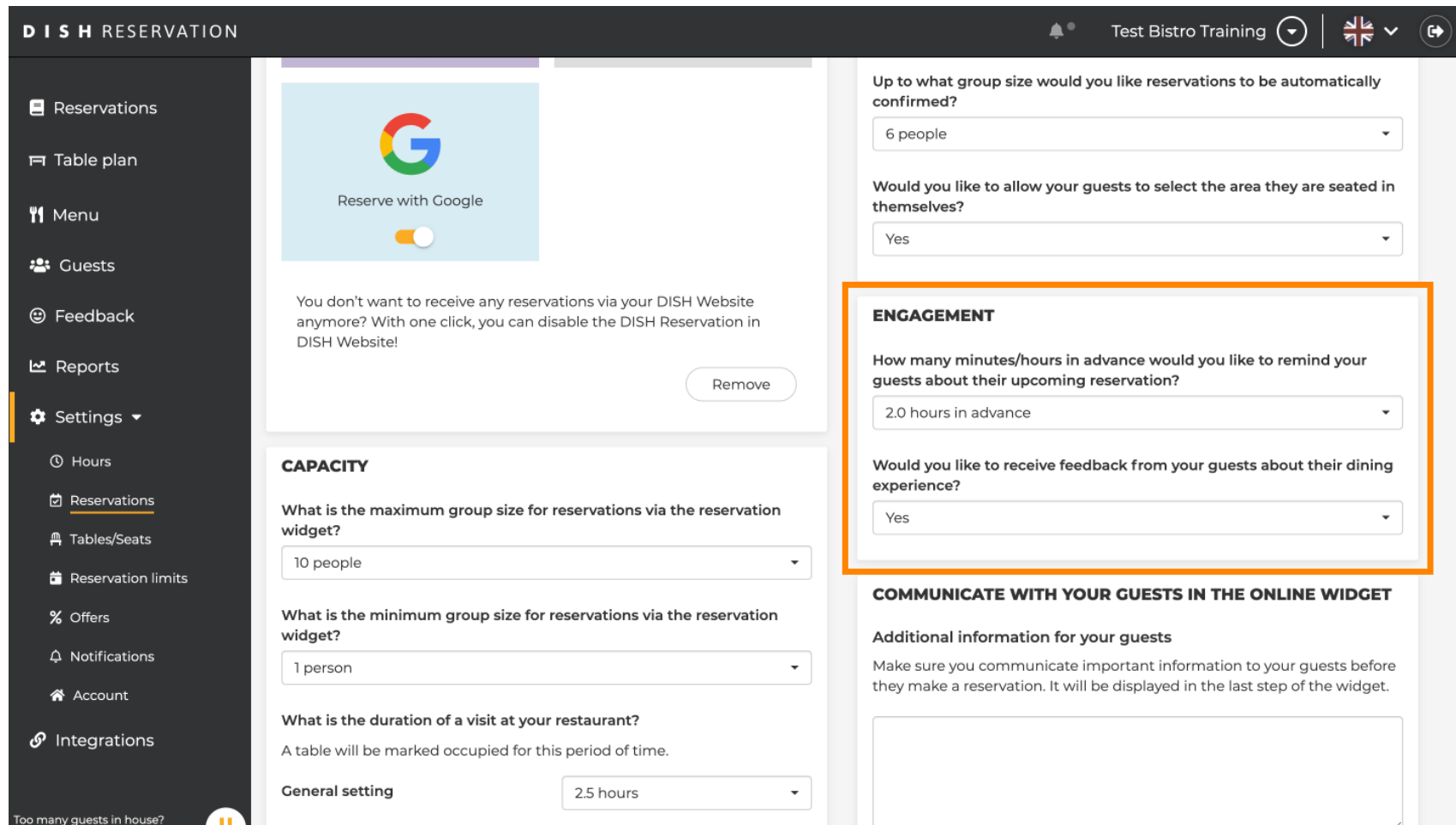
The screenshot displays the DISH Reservation administration interface. The top navigation bar includes the logo, the text "DISH RESERVATION", and user information "Test Bistro Training" with a dropdown menu, a language selector (UK flag), and a refresh icon. A dark sidebar on the left contains a menu with items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (highlighted with a gear icon), Hours, Reservations (highlighted with a calendar icon), 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:** "Through which channels would you like to receive online reservations?"
 - Online Widget:** A purple card with a toggle switch currently turned off.
 - Reserve with Facebook:** A grey card with Facebook and Instagram icons and an "Activate now" button.
 - Reserve with Google:** A light blue card with the Google logo and a toggle switch currently turned off.
- LEAD TIME:**
 - "How many days in advance can a reservation be made?" with a dropdown menu set to "365 days in advance".
 - "How much notice is needed for an online reservation?" with a dropdown menu set to "2.0 hours".
- ADMINISTRATION (highlighted with an orange border):**
 - "Up to what group size would you like reservations to be automatically confirmed?" with a dropdown menu set to "6 people".
 - "Would you like to allow your guests to select the area they are seated in themselves?" with a dropdown menu set to "Yes".
- ENGAGEMENT:**
 - "How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?" with a dropdown menu set to "2.0 hours in advance".
 - "Would you like to receive feedback from your guests about their dining experience?" with a dropdown menu set to "Yes".
- CAPACITY:** "What is the maximum group size for reservations via the reservation widget?" (partially visible).

A "Remove" button is located at the bottom right of the Channels section.

Na seção **engajamento**, você define quando um hóspede será lembrado sobre a próxima reserva e se deseja receber feedback do hóspede sobre a experiência.



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, a message states: "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.
- 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.

Na seção **capacidade**, você pode ajustar detalhes sobre o tamanho do grupo e diversas opções sobre a duração das reservas.

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, 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:

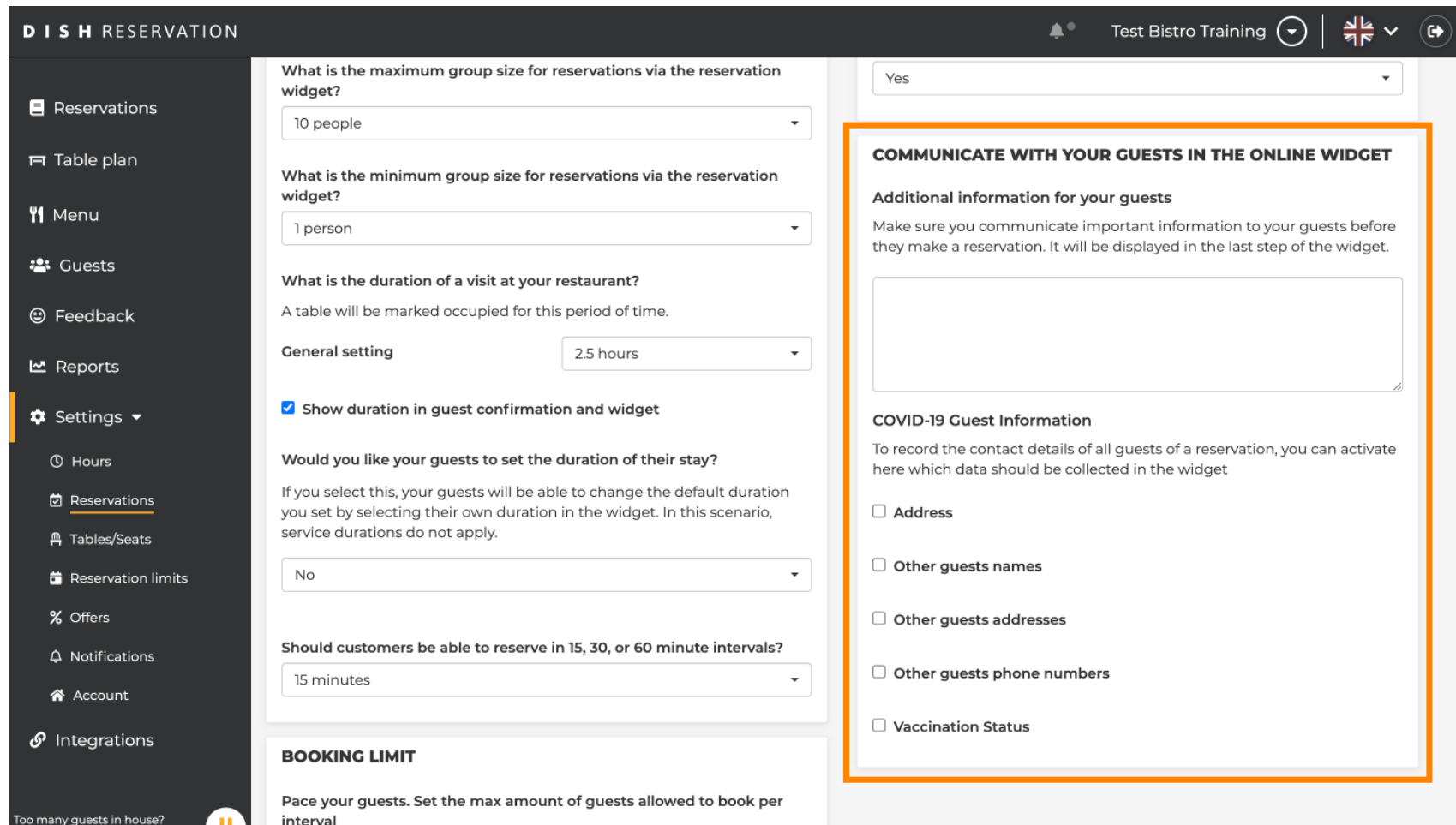
- Would you like to receive feedback from your guests about their dining experience?** (Dropdown menu: Yes)
- COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET**
 - Additional information for your guests**

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

Na seção **comunique-se com seus hóspedes no widget online**, você pode exibir informações adicionais quando um hóspede reserva uma mesa por meio do widget.



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:**
 - 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
 - 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. (Includes a text area for input)
 - 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



Além disso, você pode tornar as informações do hóspede sobre a COVID-19 obrigatórias ao reservar uma mesa por meio do widget, se necessário. Basta marcar as **caixas** para as informações que você deseja coletar.

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

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? ⏸

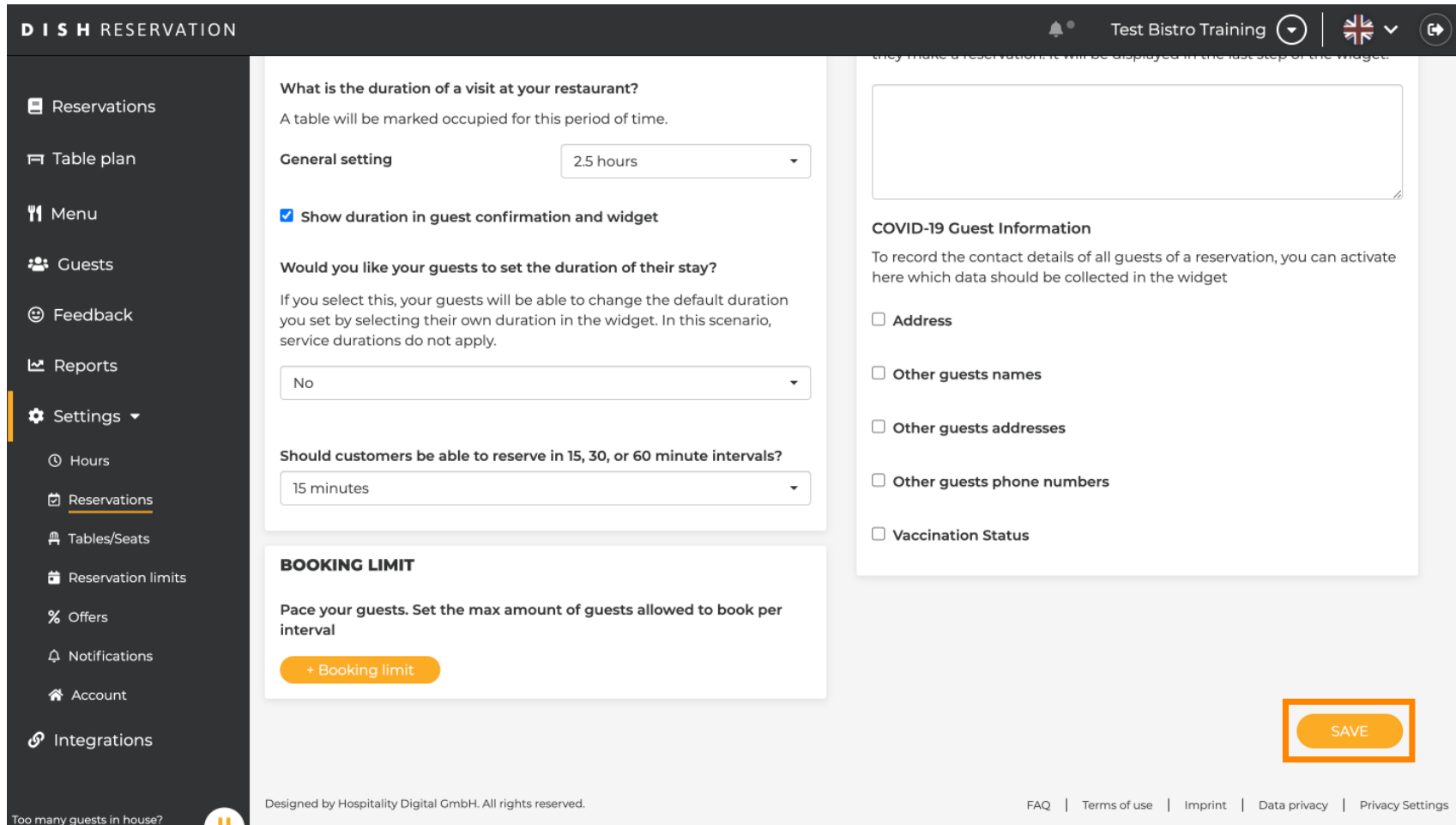


A seção limite de reserva permite que você defina uma quantidade máxima de hóspedes permitidos para reservar por intervalo. Use o **botão + Limite de reserva** para configurar um novo limite de reserva.

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 (expanded), Hours, Reservations (highlighted), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is titled 'DISH RESERVATION' and includes a top bar with 'Test Bistro Training', a language selector (UK flag), and a refresh icon. The 'BOOKING LIMIT' section is highlighted with an orange border and contains the text: 'Pace your guests. Set the max amount of guests allowed to book per interval'. Below this text is an orange button labeled '+ Booking limit'. Other visible settings include 'What is the duration of a visit at your restaurant?' (set to 2.5 hours), 'Show duration in guest confirmation and widget' (checked), 'Would you like your guests to set the duration of their stay?' (set to No), and 'Should customers be able to reserve in 15, 30, or 60 minute intervals?' (set to 15 minutes). A 'COVID-19 Guest Information' section on the right has several unchecked checkboxes: 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 main content area. The footer contains the text 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for 'FAQ | Terms of use | Imprint | Data privacy | Privacy Settings'. A notification at the bottom left says 'Too many guests in house?' with a pause icon.



Depois de ajustar as configurações, clique em **SALVAR** para aplicar as alterações.

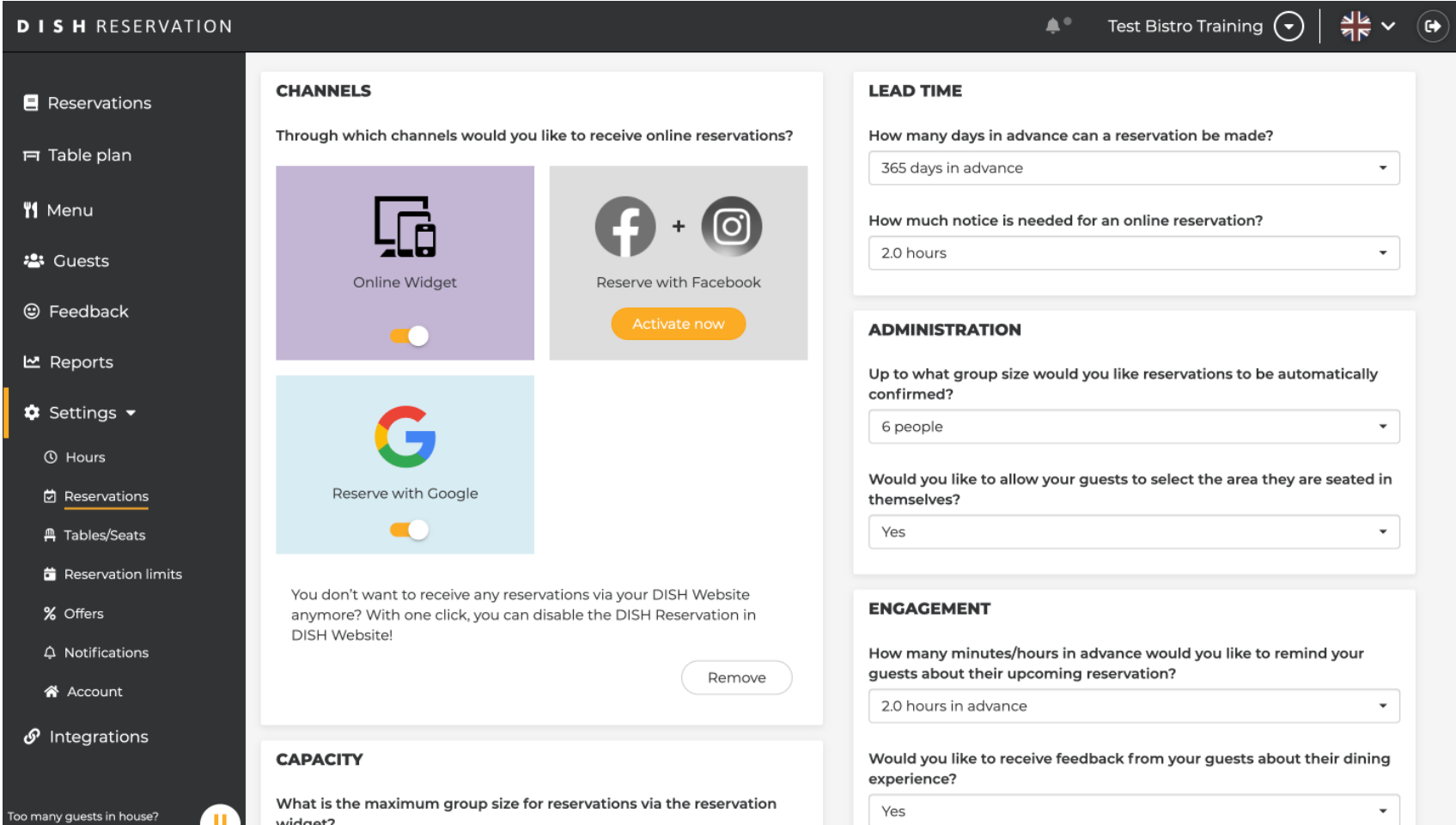


The screenshot displays the DISH RESERVATION administration interface. The left sidebar contains navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (selected), Hours, Reservations, Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is divided into several sections:

- 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](#)
- 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 prominent orange **SAVE** button is located at the bottom right of the settings area. The footer includes the text "Designed by Hospitality Digital GmbH. All rights reserved." and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.

 Pronto. Você concluiu o tutorial e agora sabe como gerenciar suas configurações de reserva.



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, 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:** "Through which channels would you like to receive online reservations?"
 - Online Widget:** A purple card with a toggle switch currently turned on.
 - Reserve with Facebook:** A grey card with Facebook and Instagram icons and an "Activate now" button.
 - Reserve with Google:** A light blue card with the Google logo and a toggle switch currently turned on.

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)



Digitalize para ir para o player interativo