



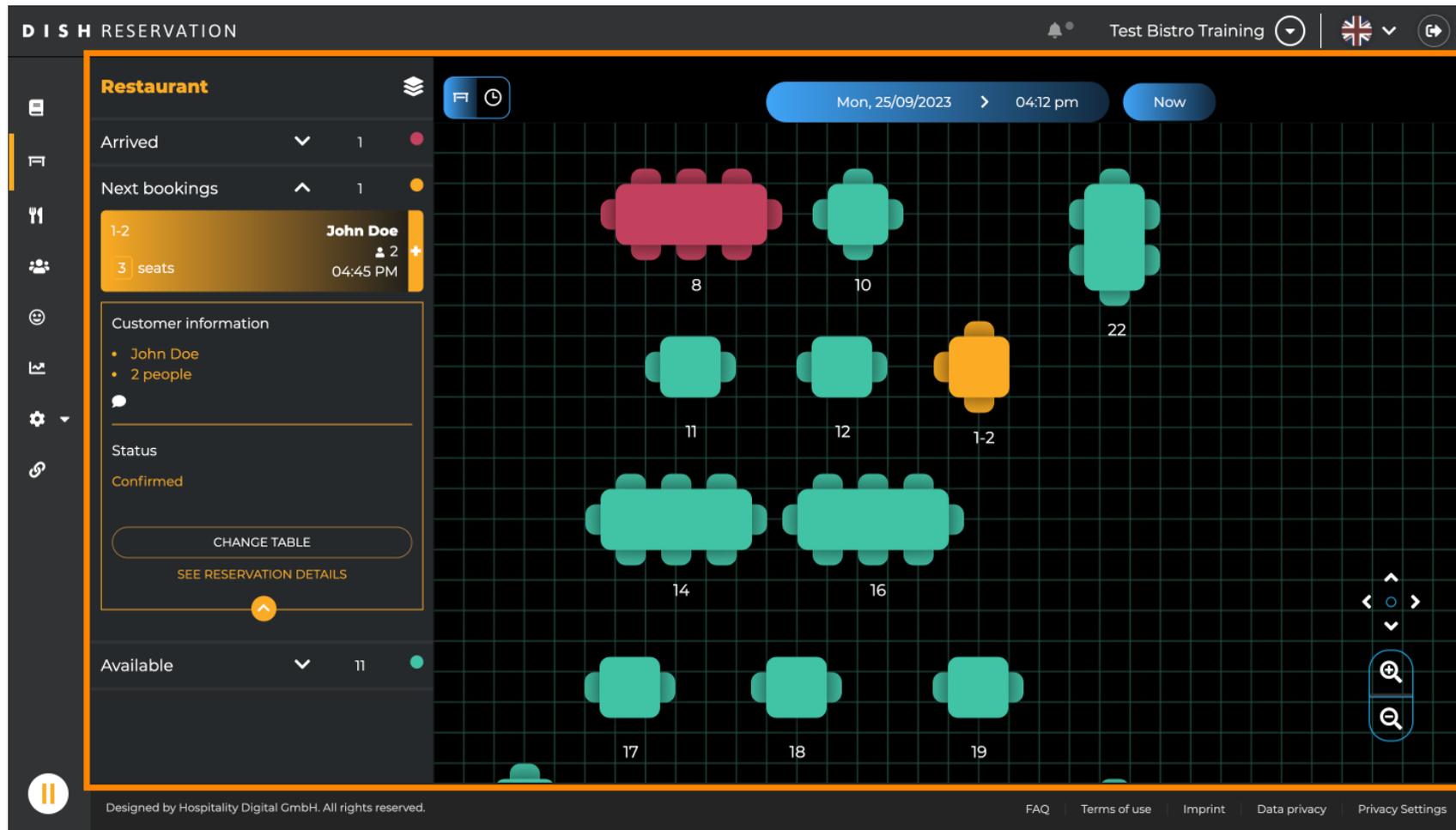
Welcome to the **DISH Reservation dashboard**. In this tutorial, we will give you an overview of the table plan functions.

The screenshot shows the DISH Reservation dashboard. At the top, there's a header with the logo and navigation options. A sidebar on the left contains menu items like Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area features a teal notification bar, a date range selector for 'Mon, 25 Sep - Mon, 25 Sep', a status filter for 'Upcoming', and a table of reservation details for 'Mon, 25/09/2023'. The table entry shows a reservation at 04:45 PM for 'Doe, John' with 2 guests at '1-2 (Restaurant)', confirmed status, and a note about a 50% discount on cocktails. A 'Print' button is located below the table entry. At the bottom, there's a footer with copyright information and a help icon.

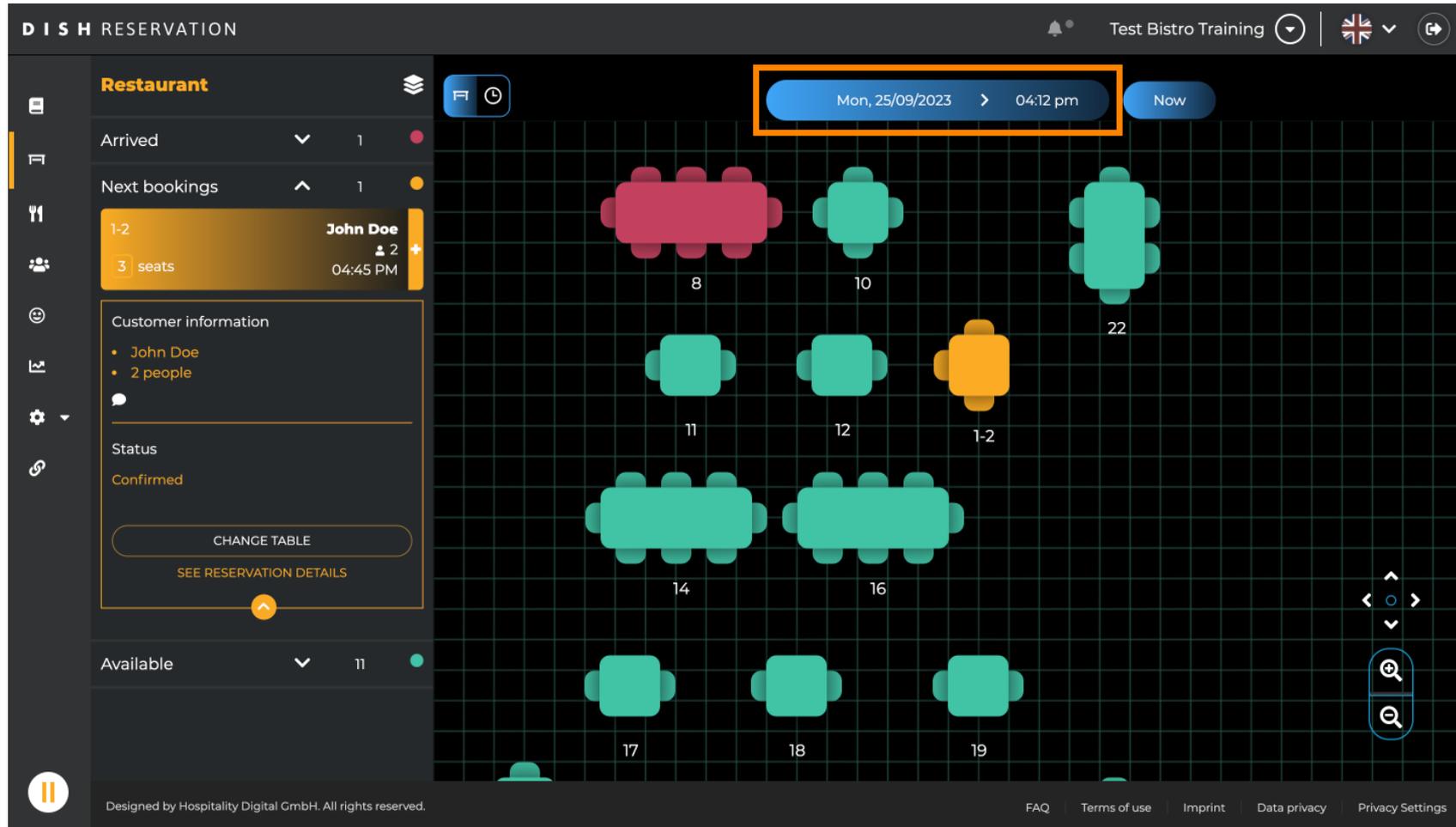
To access the table plan, click on **Table Plan** at the menu on the left.

The screenshot displays the DISH Reservation Admin Panel interface. The top navigation bar includes the 'DISH RESERVATION' logo, 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 the following items: Reservations, Table plan (highlighted with an orange box), Menu, Guests, Feedback, Reports, Settings, 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 the banner is a date range selector set to 'Mon, 25 Sep - Mon, 25 Sep'. A summary bar indicates 'There is 1 active limit configured for the selected time period' with a 'Show more' dropdown. Filter options include 'All', 'Completed', 'Upcoming' (selected), and 'Cancelled'. Summary statistics show 1 calendar icon, 2 people icon, and 1/50 table icon. A reservation card for 'Mon, 25/09/2023' at '04:45 PM' for 'Doe, John' (2 guest(s) at 1-2 (Restaurant)) is shown with a 'Confirmed' status and a '50% discount on cocktails' note. A 'Print' button is located below the reservation card. The footer contains a 'Too many guests in house? Pause online reservations' message with a pause icon, the text 'Designed by Hospitality Digital GmbH. All rights reserved.', and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.

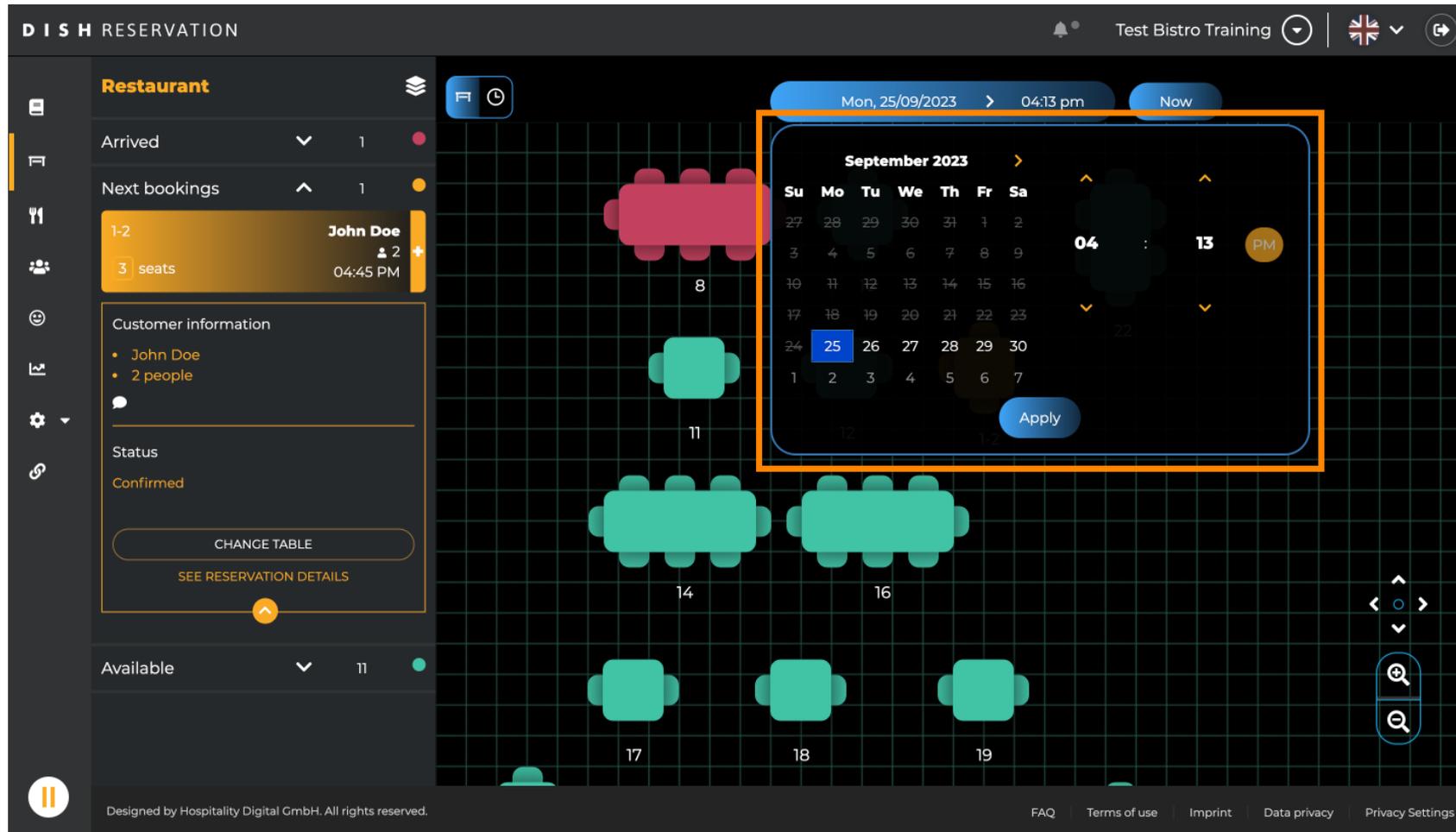
i You then will see your **available tables**, **arrived guests** and **next bookings**. **Note: The visual table plan is a feature only included in DISH Professional Reservation.**



To spectate another date/time, click on the **time bar**.



Then select the date and time you want to spectate.

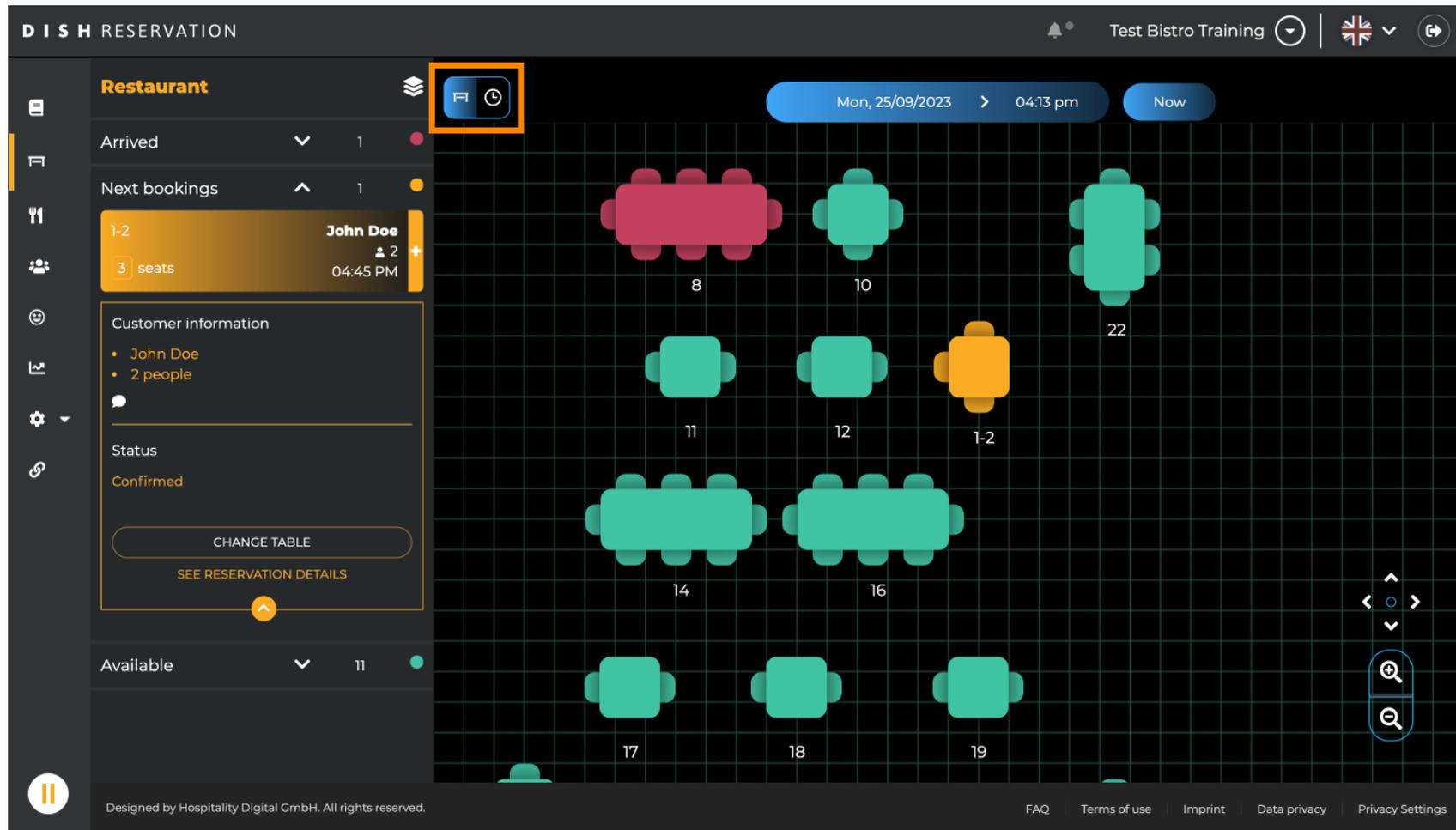




To go back to the current time, click on **Now**.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a sidebar contains navigation icons and a detailed reservation card for 'John Doe' with 2 people, 3 seats, and a confirmed status. The main area shows a grid of tables numbered 8 through 19, with various table shapes and colors (pink, teal, orange). At the top right, the current date and time are 'Mon, 25/09/2023 04:13 pm', and a 'Now' button is highlighted with an orange box. The bottom of the screen features a footer with copyright information and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.

When the **table icon** is selected it shows you the overview of available and booked tables. Click on the **watch icon** to see an overview of reservations assigned to the tables.



i You now see the available time slots for the corresponding tables.

DISH RESERVATION | Test Bistro Training

Mon, 25/09/2023 > 04:13 pm | Now

Restaurant

Arrived 1
Next bookings 1

1-2 **John Doe**
3 seats 04:45 PM

Customer information
• John Doe
• 2 people

Status
Confirmed

CHANGE TABLE
SEE RESERVATION DETAILS

Available 11

Restaurant	2:00 PM	3:00 PM	4:00 PM	5:00 PM
1-2 (3 seats)			04:13 pm 465 minutes John Doe (2 people)	
2-4 (3 seats)				
8 (8 seats)			John Doe (4 people) 420 minutes	
10 (4 seats)				
11 (2 seats)				
12 (2 seats)				
14 (8 seats)				
16 (8 seats)				

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Click on an **existing reservation** to adjust the selected reservations. **Note: Upcoming or already ongoing doesn't matter.**

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a sidebar contains navigation icons and a 'Restaurant' section with filters for 'Arrived' (1) and 'Next bookings' (1). A detailed view for a reservation by 'John Doe' (2 people, 04:45 PM) is shown, including customer information and a 'Confirmed' status. The main area features a table layout with columns for time slots (2:00 PM, 3:00 PM, 4:00 PM, 5:00 PM) and rows for tables (1-2, 2-4, 8, 10, 11, 12, 14, 16). A reservation for 'John Doe' (4 people) is highlighted with an orange border, showing a duration of 420 minutes. The top right of the interface includes the text 'Test Bistro Training' and a date/time selector set to 'Mon, 25/09/2023' at '04:20 pm'.

i The **information** of the selected reservation will be shown on the left. You then have different options to choose depending on the status (arrived, confirmed, upcoming) of the reservation.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a detailed overlay for a reservation is shown, highlighted with an orange border. This overlay includes the reservation status (Arrived), customer name (John Doe), number of seats (8), and time (04:00 PM). It also provides options to 'END RESERVATION', 'CHANGE TABLE', and 'SEE RESERVATION DETAILS'. The main area on the right shows a table layout with columns for time slots (1:00 PM, 3:00 PM, 4:00 PM, 5:00 PM) and rows for tables (1-2, 2-4, 8, 10, 11, 12, 14, 16). A vertical yellow line indicates the current time is 04:27 pm. The reservation details overlay is positioned over the 4:00 PM slot, showing a reservation for 8 seats at 04:00 PM.



To add a new reservation, select the desired **table** you wish to place the reservation.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a sidebar contains navigation icons and a detailed view of a reservation for 'John Doe' at 04:00 PM, including customer information and status. The main area shows a table layout for 'Restaurant' on 'Mon, 25/09/2023' at '04:20 pm'. The table is divided into sections for 3:00 PM, 4:00 PM (04:27 pm), and 5:00 PM. A reservation for 'John Doe' (2 people) is highlighted in orange in the 4:00 PM section, occupying table 1-2. Other reservations are shown in various colors (green, teal, pink) across different tables and times. The bottom of the screen features a footer with 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.

Then click on the **plus symbol** to add a new reservation.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a sidebar lists available tables with their seat counts and a plus sign to add reservations. The table with 11 seats and 2 seats is highlighted with an orange box around its plus sign. The main area shows a reservation grid for 'Test Bistro Training' on 'Mon, 25/09/2023' at '04:20 pm'. The grid shows existing reservations for tables 1-2, 2-4, and 8, with a new reservation for table 11 starting at 04:27 pm.

Table	Seats	Personnel	Duration	Guest Name	Guest Count
1-2	3	3	465 minutes	John Doe	2
2-4	3	3			
8	8	8	420 minutes	John Doe	4
10	4	4			
11	2	2			
12	2	2			
14	8	8			
16	8	8			

A new input screen will open where you can enter the required **information**.

The screenshot displays the DISH RESERVATION Admin Panel interface. On the left, a reservation input form is highlighted with an orange border. The form includes the following fields and options:

- Table number: 11
- Seats: 2 (input field)
- Time: 04:20 pm
- Customer information section:
 - First name (input field)
 - Last name (input field)
 - Party size (input field)
 - Phone number (input field)
 - Email address (input field)
- Duration time: 150 min (input field)
- Status: Available
- Buttons: CREATE RESERVATION and DON'T SAVE

On the right, a table reservation grid is visible. The grid shows tables with their respective sizes and current reservations. The table with 2 seats is highlighted in orange, indicating it is the selected table for the reservation.

Restaurant	Table Size	Current Reservation	Duration	Customer Name	Customer Count
1-2	2	John Doe	465 minutes	John Doe	2
2-4	4				3
8	8	John Doe	420 minutes	John Doe	4
10	10				4
11	11				2
12	12				2
14	14				8
16	16				8



Once you entered all the information of the reservation click on **CREATE RESERVATION** to add it.

The screenshot shows the DISH Reservation Admin Panel interface. On the left, there is a reservation form with the following fields:

- Seats:** 2 seats (highlighted with an orange box)
- Time:** 04:20 pm
- Customer information:**
 - Name: Jane
 - Surname: Doe
 - Number of people: 2
 - Phone number: (placeholder)
 - Email address: (placeholder)
- Duration time:** 150 min
- Status:** Available
- Buttons:** **CREATE RESERVATION** (highlighted with an orange box) and DON'T SAVE

On the right, there is a table showing the reservation schedule for a restaurant. The table has columns for time slots (1:00 PM, 3:00 PM, 4:00 PM, 5:00 PM) and rows for reservation numbers (1-2, 2-4, 8, 10, 11, 12, 14, 16). The current time is 04:27 pm, indicated by a vertical yellow line. The reservation for 1-2 seats at 04:27 pm is highlighted in orange and shows a duration of 465 minutes and a customer named John Doe with 2 people.

To switch the area of your establishment, click on the **layered symbol**.

The screenshot displays the DISH Reservation Admin Panel interface. At the top, it shows 'DISH RESERVATION' and 'Test Bistro Training'. The main area is a table layout for a restaurant, with a time slot of 04:41 pm highlighted. A layered symbol (three stacked squares) is highlighted with an orange box in the top left corner of the table area. The table shows reservations for tables 1-2, 2-4, 8, 10, 11, 12, 14, and 16. Reservations are color-coded: green for 'ARRIVED', orange for 'NO SHOW', and pink for 'CHANGED'. Customer information for 'John Doe' is visible in the left sidebar, including '3 seats' and '04:45 PM'. The bottom of the screen shows a footer with 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.

Then select your desired area by clicking on the **name** of it.

The screenshot displays the DISH Reservation Admin Panel interface. The top navigation bar includes the 'DISH RESERVATION' logo, a notification bell, the user 'Test Bistro Training', a language selector (UK flag), and a refresh icon. The main content area is divided into a sidebar on the left and a main table on the right. The sidebar lists various areas: BAR, Garten, Lounge (highlighted with an orange border), Restaurant, Terrasse, and Test 20, along with an 'Add areas' button. The main table shows a reservation schedule for the 'Restaurant' area. The columns represent time slots: 3:00 PM, 4:00 PM, and 5:00 PM. A vertical yellow line indicates the current time is 04:41 pm. Reservations are shown as colored blocks with details such as duration (e.g., 465 minutes, 420 minutes, 440 minutes), guest count (e.g., 3, 8, 4, 2), and names (John Doe, Jane Doe).

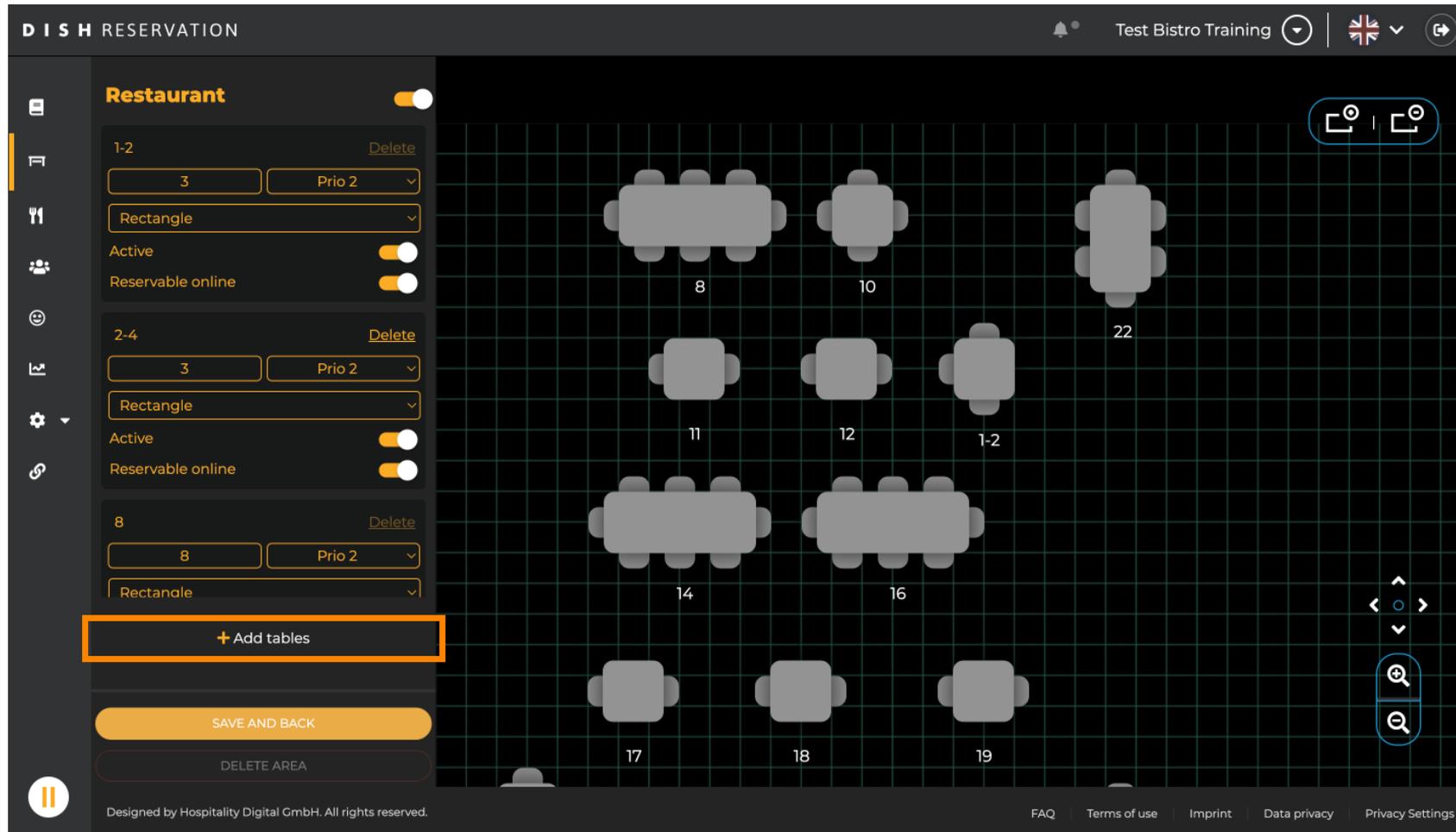
Area	Table No.	Guests	Duration	Name	Guests
Restaurant	1-2	3	465 minutes	John Doe	2
	2-4	3			
Restaurant	8	8	420 minutes	John Doe	4
	10	4			
Restaurant	11	2	440 minutes	Jane Doe	2
	12	2			
Restaurant	14	8			
	16	8			

Do you wish to edit an area, click on the corresponding **editing icon**.

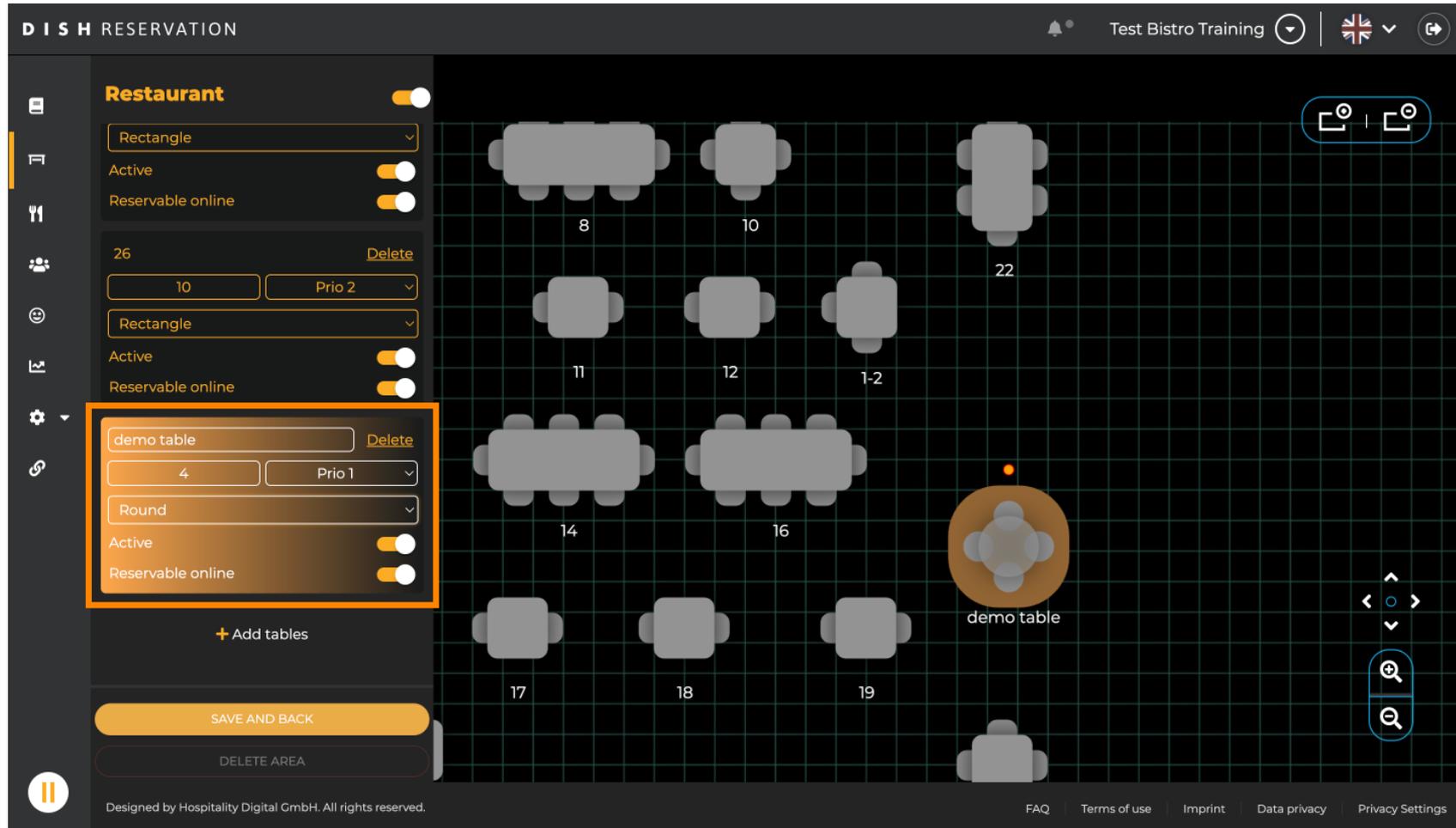
The screenshot displays the DISH RESERVATION Admin Panel interface. At the top, it shows the restaurant name 'Test Bistro Training' and the current date and time: 'Mon, 25/09/2023 04:41 pm'. The main area is a table layout with columns for time slots (3:00 PM, 4:00 PM, 5:00 PM) and rows for different areas. The 'Restaurant' area is highlighted with an orange box around its editing icon (a pencil). The table shows reservations for 'John Doe' and 'Jane Doe' in various areas and time slots.

Area	Table No.	Guests	Reservation 1	Reservation 2
Restaurant	1-2	3	John Doe (2 guests, 465 minutes)	John Doe (2 guests)
Lounge	2-4	3		
Restaurant	8	8	John Doe (4 guests, 420 minutes)	
Test 20	10	4		
Test 20	11	2	Jane Doe (2 guests, 440 minutes)	
Test 20	12	2		
Test 20	14	8		
Test 20	16	8		

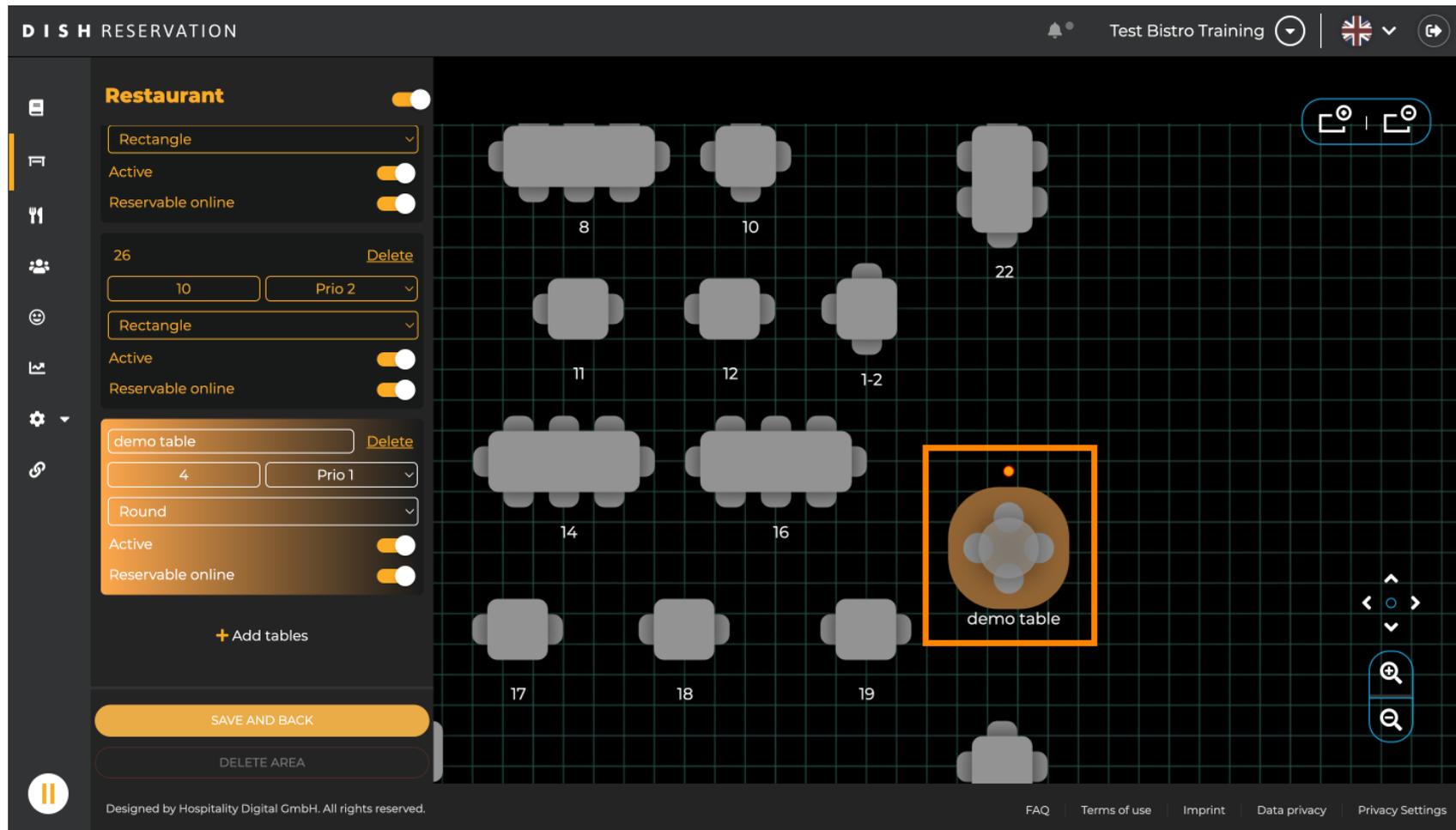
Now you are able to add tables to this area. To do so click on **+ Add tables**.



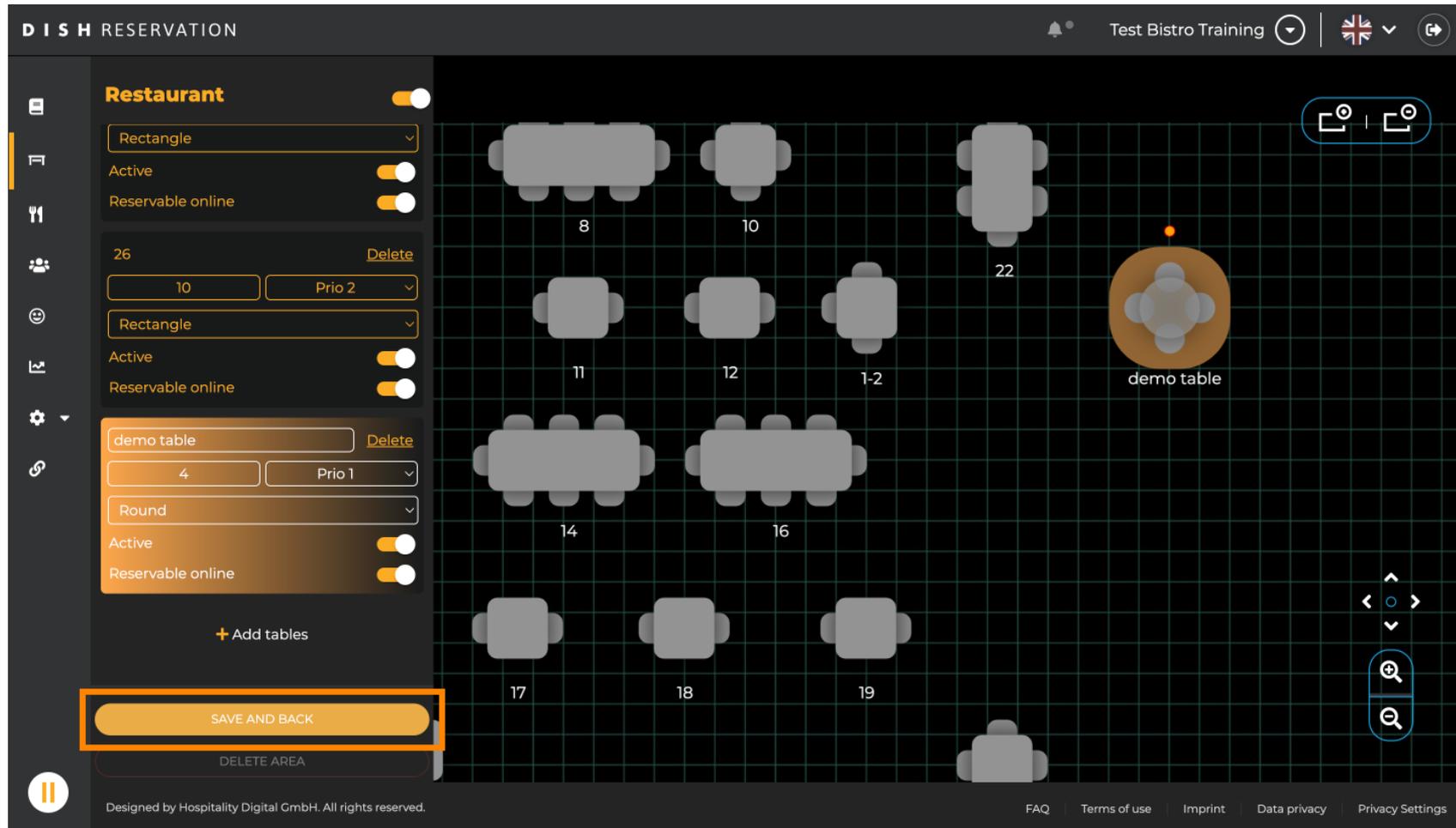
A new **input mask** will appear where you have to add the details of the table.



- Once you added the details, you can freely move the **new table** on your table plan. Simply drag and drop it on the desired spot.



Then click on **SAVE AND BACK** to apply your changes.





To disable an area set the **slider** inactive.

DISH RESERVATION | Test Bistro Training |

Test 20

Table 10 [Delete](#)

Active

Reservable online

Table 11 [Delete](#)

Active

Reservable online

[+ Add tables](#)

[SAVE AND BACK](#)

[DELETE AREA](#)

Table 11

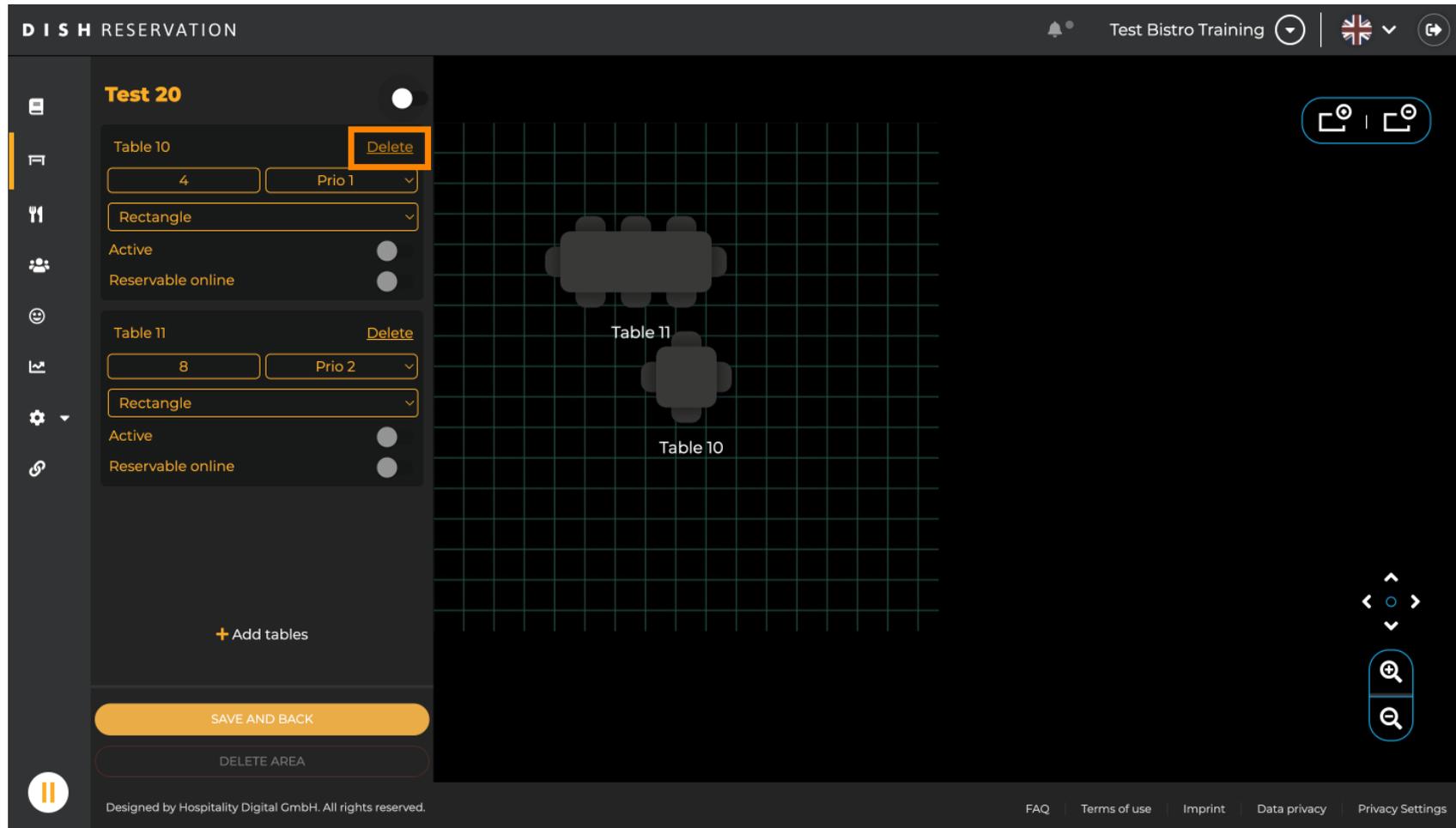
Table 10

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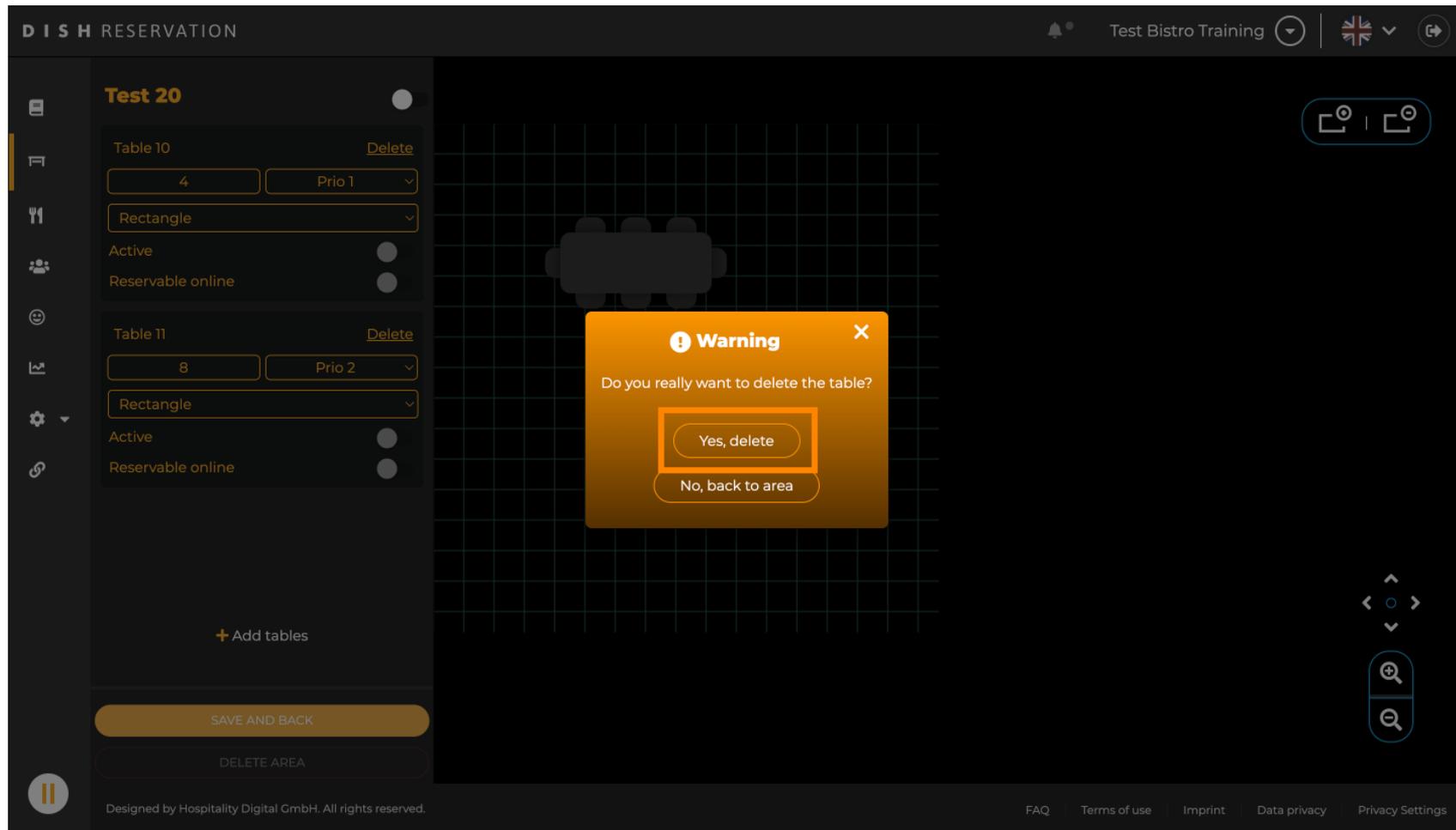


If you want to remove a table, click on **Delete**.

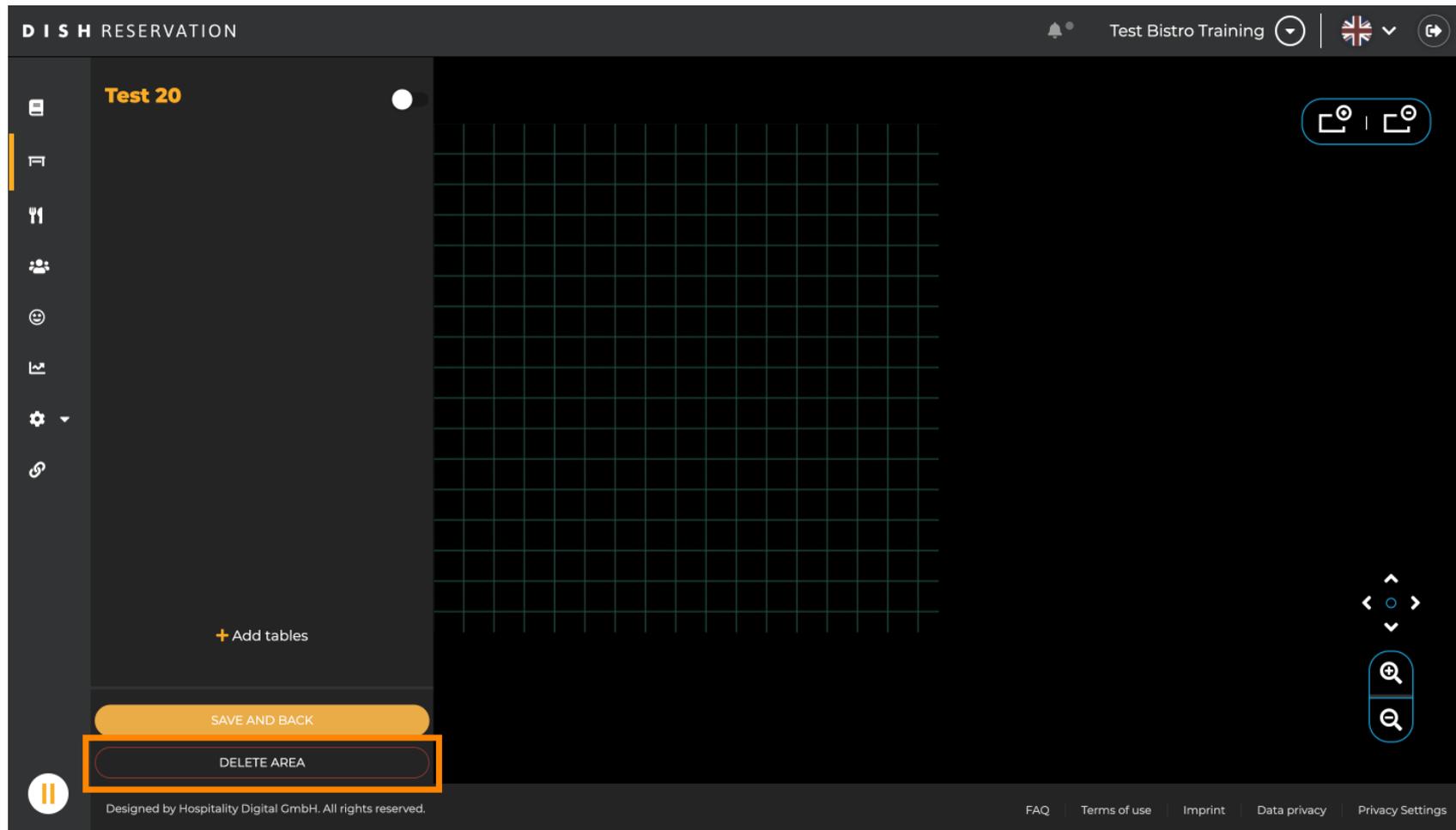




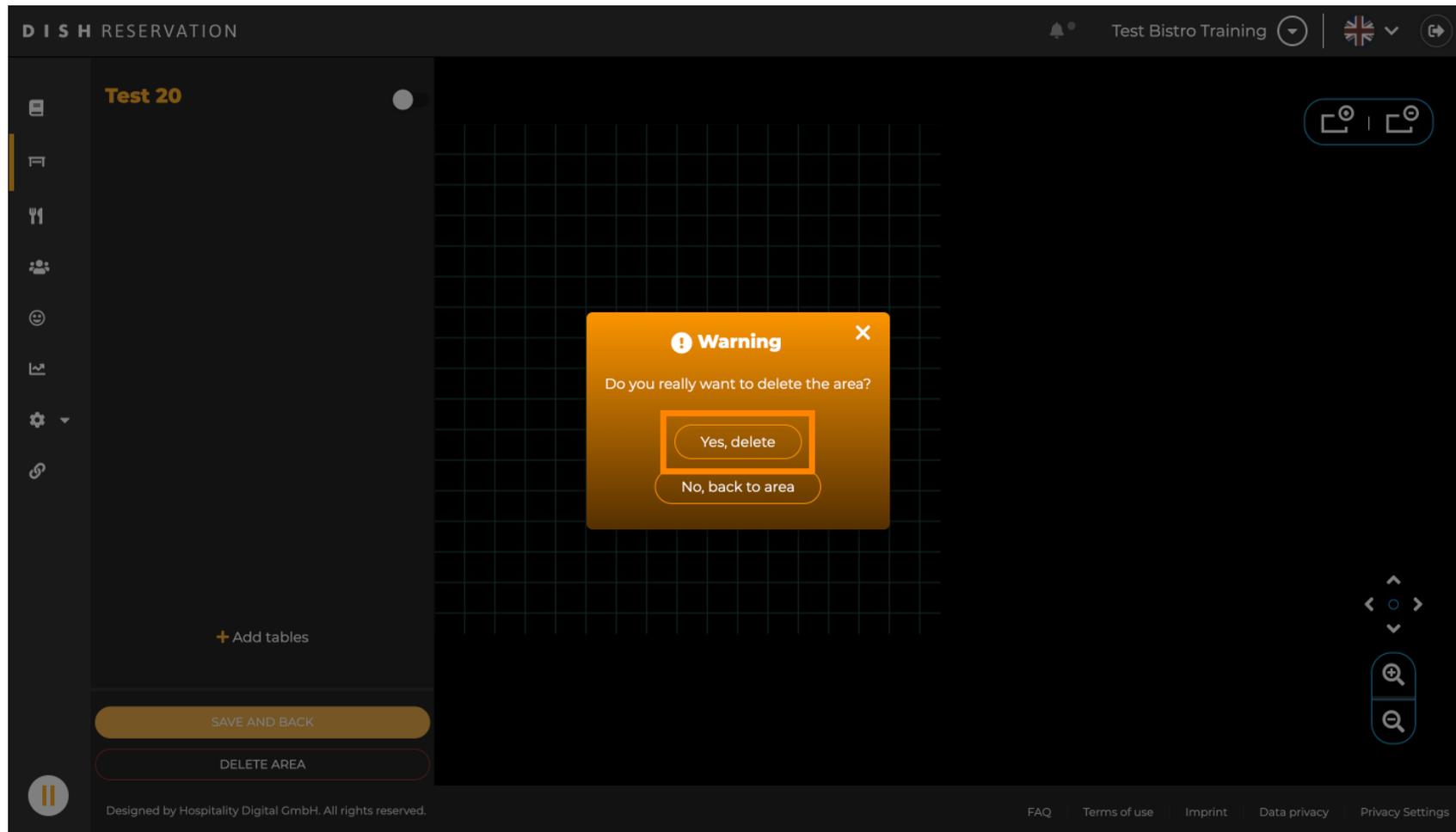
To make sure you don't delete a table on accident, you will be asked to confirm your action. To confirm, click on **Yes, delete**.



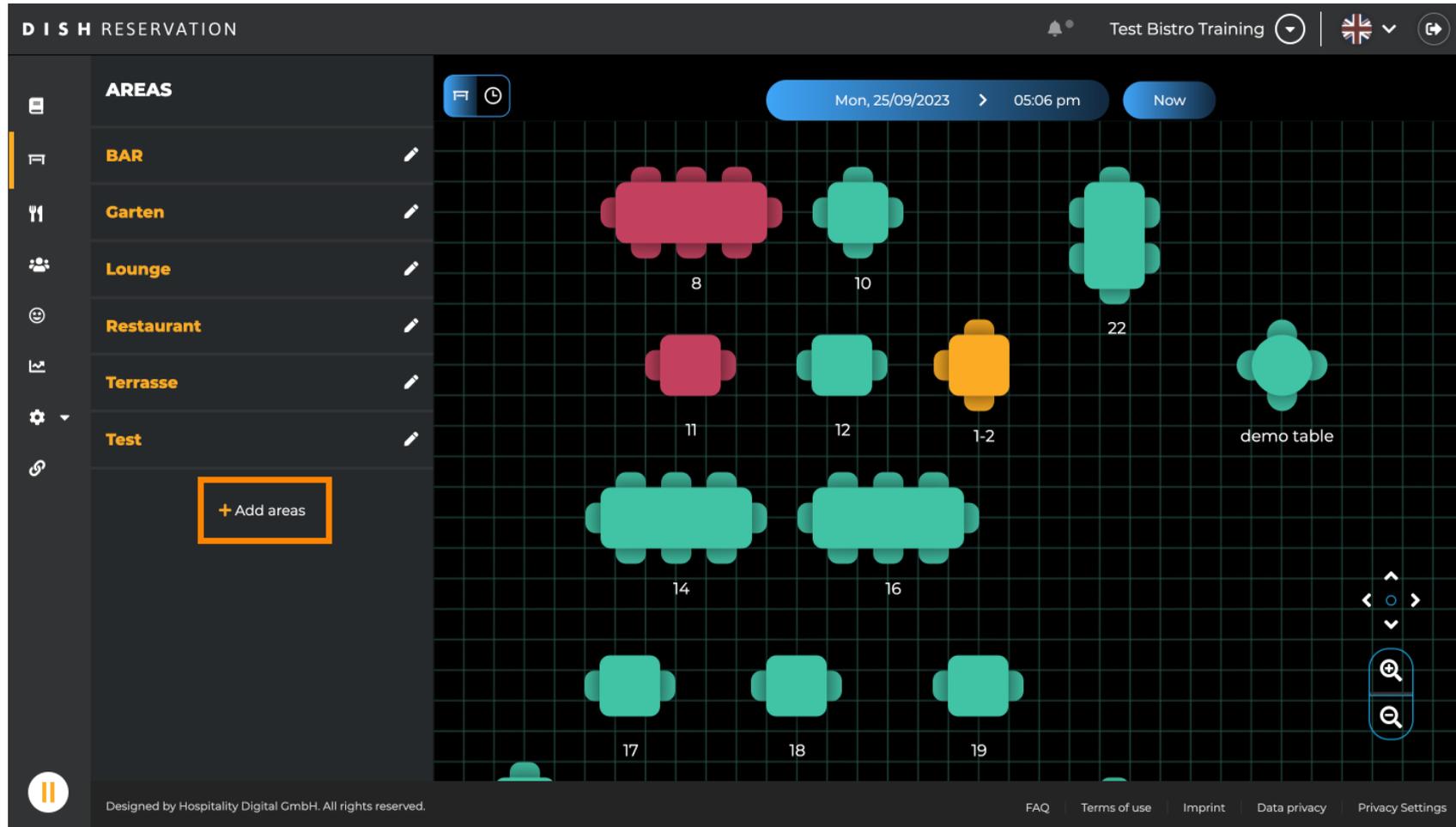
- To remove a complete area, click on **DELETE AREA**. **Note: To delete an area, make sure all tables are deleted and the area is disabled.**



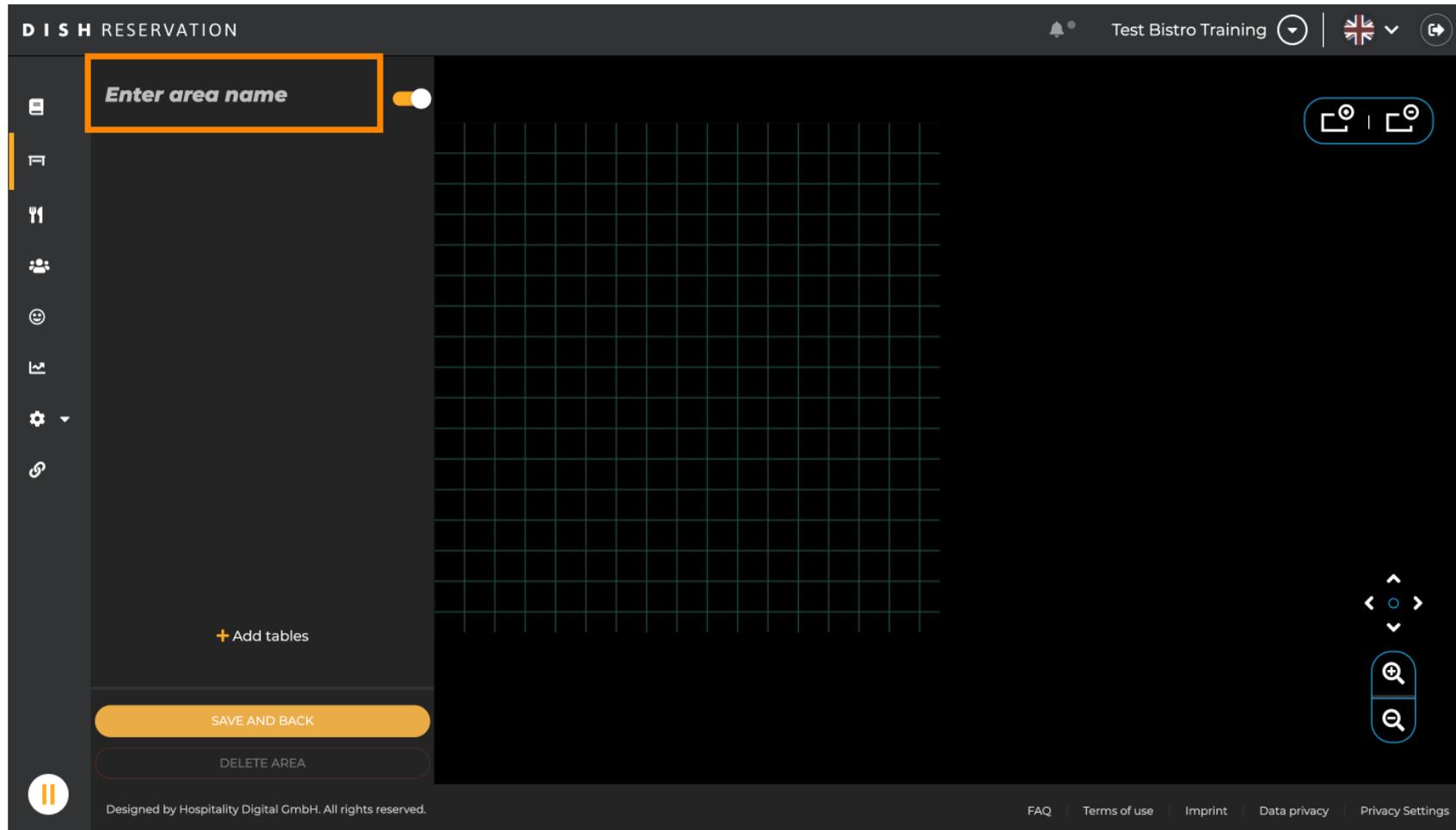
- To make sure you don't delete an area on accident, you will be asked to confirm your action. To confirm, click on **Yes, delete**.



By clicking on **+ Add areas** an input mask for adding the name for the new area will open up.

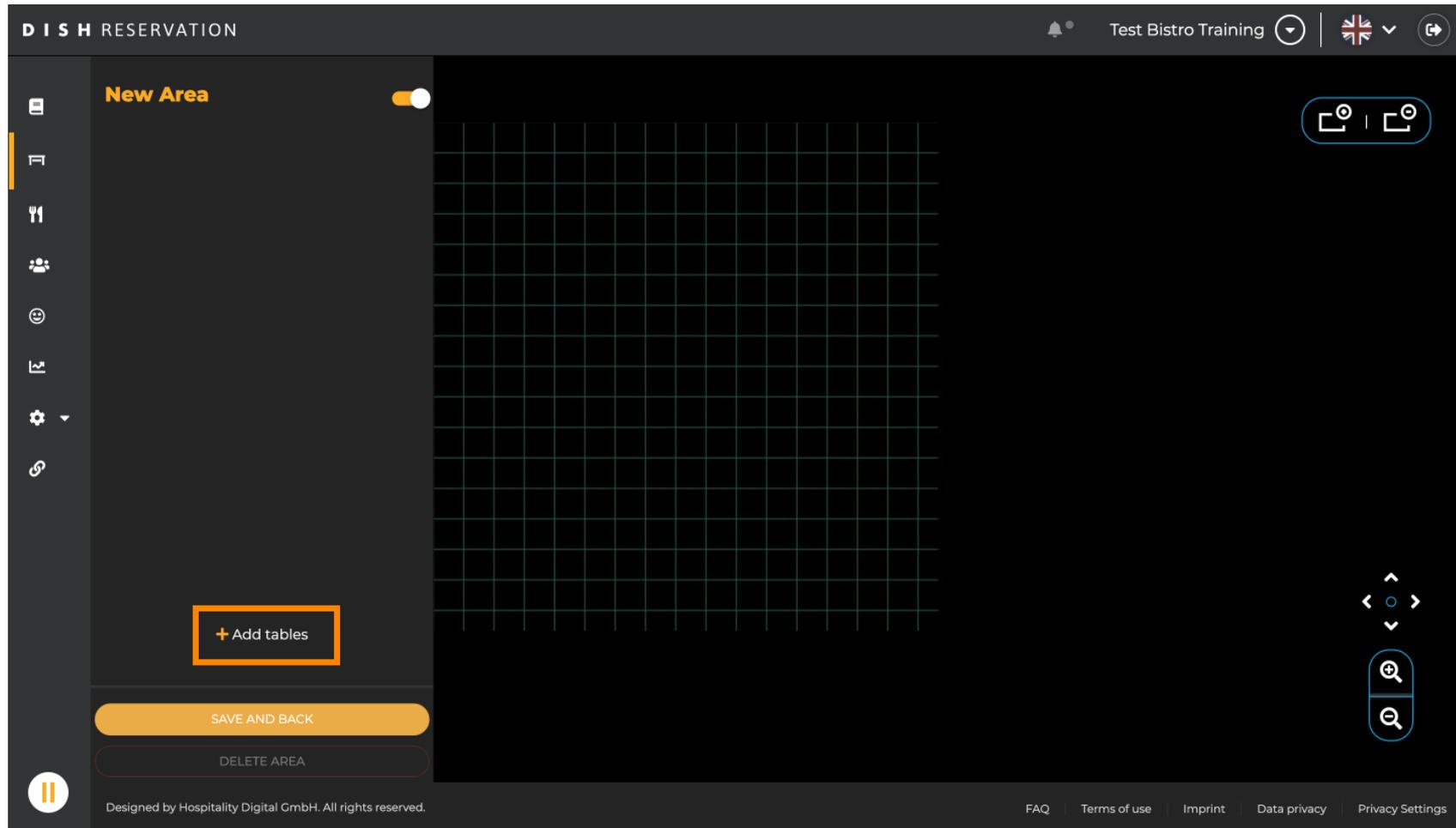


Enter the name of the area in the corresponding **text field**.

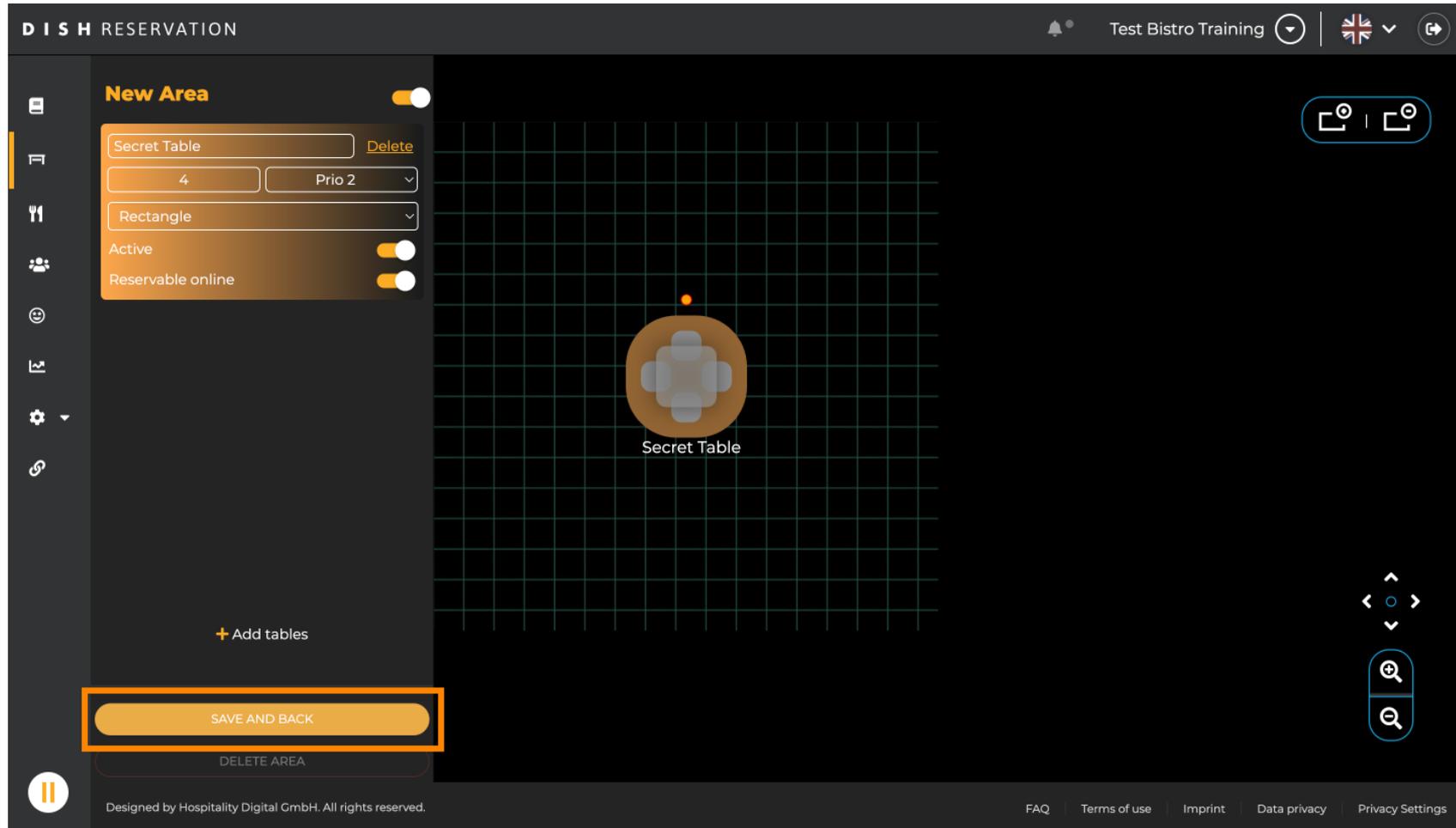




As shown in the previous steps you can create and place tables by clicking on to **+ Add tables**.

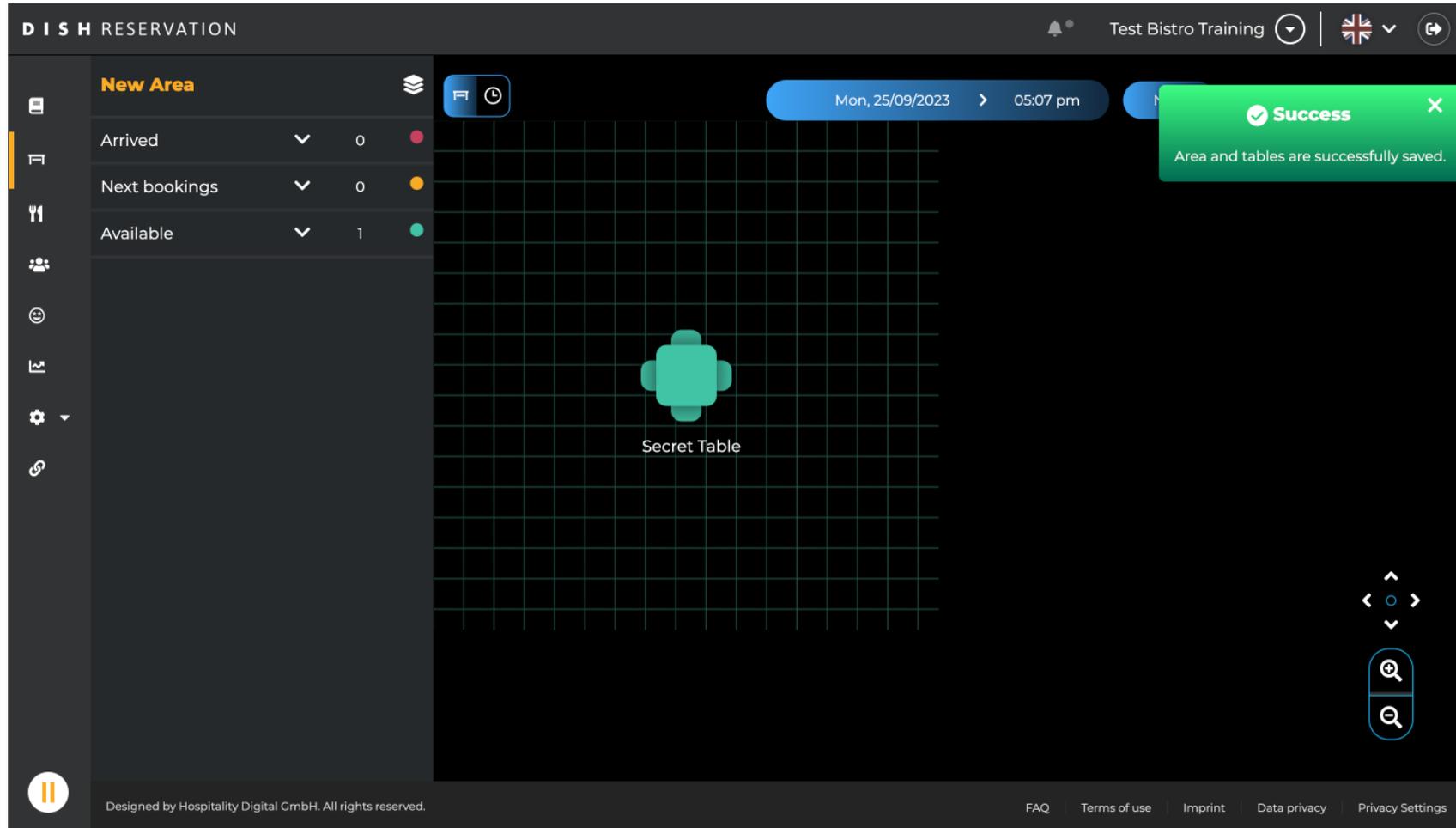


Once you finished your setup of the new area, click on **SAVE AND BACK** to apply the changes.





That's it. You have completed the tutorial and now have an overview of the functions of the table plan.





Scan to go to the interactive player