

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

DISH RESERVATION					* °	Test Bist	ro Trainin	g 💽 1	해주 ~	•
Reservations	Have a walk-in cust reservation book!	omer? Received a reservation re	quest over phone / ema	il? Don't forget to	o add it to your	WALK-IN	A	D RESERVA		
편 Table plan ୩ Menu	•		Mon, 25 Sep	o - Mon, 25 Sep				i) >	
🚢 Guests	There is 1 active lim	it configured for the selected tir	ne period					Show r	nore 🗸	
Feedback		Completed			alled	# 1		-1/50		
🗠 Reports		Completed	 Opcoming 	() Can	celled		~	I=I 1/50		
🌣 Settings 👻	Mon, 25/09/2023									
𝚱 Integrations	04:45 PM 50% discount on co	Doe, John cktails		2 guest(s)	1-2 (Restaurant)		Co	nfirmed	~	
	Print									
									6	
Too many guests in house? Pause online reservations	Designed by Hospitality Dig	ital GmbH. All rights reserved.			FAQ	Terms of use	Imprint	Data privacy	Privacy Se	ttings



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

DISH RESERVATION		🌲 Test Bistro Training 🕤 🛛 🏄 🗸 🕞									
Reservations	Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to y reservation book!	OUR WALK-IN ADD RESERVATION									
Ħ Table plan											
¶ Menu	Mon, 25 Sep - Mon, 25 Sep										
🐣 Guests	There is 1 active limit configured for the selected time period Show more 🗸										
Feedback											
🗠 Reports	○ All ○ Completed	🗹 1 😤 2 🥅 1/50									
🗢 Settings 👻	Mon, 25/09/2023										
${\cal O}$ Integrations	04:45 PM Doe, John 2 guest(s) 1-2 (Resta	aurant) Confirmed V									
	50% discount on cocktails										
	Print										
		2									
Too many guests in house? Pause online reservations	Designed by Hospitality Digital GmbH. All rights reserved.	FAQ Terms of use Imprint Data privacy 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.





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.





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

DISH	RESERVATION					* •	Test Bistro Training 🕤	╡ ╪ * ・ ・
2	Restaurant 📚	FO			Mon, 25/09/2023	> 04:13 pm	Now	
F	Arrived 🗸 1 📍	Restaura	ant	2:00 PM	3:00 PM		4:00 PM	5:00 PM
¥1	Next bookings ^ 1					04	John Do	e
	1-2 John Doe ▲ 2 +	1-2	23				465 minutes 👱 2	
○	3 seats 04:45 PM	2-4	£ 3					
2	John Doe2 people	8	8		420	Joh minutes 🚨 4	n Doe	
ଦ - ଡ	Status	10	4					
	Confirmed CHANCE TABLE	11	≗ 2					
		12	2					
	Available 🗸 11 🖣	14	8					
		16	8					
	Designed by Hospitality Digital GmbH. All rights reserved.					FAQ 1	erms of use Imprint Data prive	acy Privacy Settings



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

DISH	RESERVATION					* *	Test Bistro Tr	aining \bigcirc	<u> 1</u>	
2	Restaurant 📚	F O			Mon, 25/09/2023 💙	04:20 pm	Now			
F	Arrived V 1	Restaura	ant	2:00 PM	3:00 PM	4:	:00 PM		5:00 PM	
¥1	1-2 John Doe	1-2	3			465	Joł minutes	nn Doe 2		
*	3 seats 04:45 PM	2-4	.∎3							
진	John Doe2 people	8	8		 420 minutes	John Doe 🚨 4				
ଦ - ଜ	Status	10	. 4							
	Confirmed	11	2							
	SEE RESERVATION DETAILS	12	2							
	Available V 11	14	8 🛓							
		16	8							
	Designed by Hospitality Digital GmbH. All rights reserved					FAQ Ten	ms of use Impri	nt 🛛 Data privacy	Privacy S	ettings



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.

DISH	RESERVATION				* °	Test Bistro Traini	ng 🕤 齢 🗸	•
8	Restaurant 📚	ЯC		Mon, 25/09/2023	• 04:20 pm	Now		
F	Arrived ^ 1 • 3	Restauran	:00 PM	3:00 PM	4 : 04:2'	00 рм 7 рм	5:00 PM	
41	■ 4 B seats 04:00 PM	1-2	3			John D minutes 💄 2	be	
*	Customer information John Doe 4 people 	2-4	3					
2	P Status	8	8	420 minutes	John Doe 💄 4			
ب چ رو	Arrived	10	4					
0	END RESERVATION CHANCE TABLE	11	2					
	SEE RESERVATION DETAILS	12	2					
	Next bookings ^ 1	14	8					
	1-2 John Doe ▲ 2 3 seats 04:45 PM	16	8					
	Designed by Hospitality Digital GmbH. All rights reserved.	T			FAQ Ter	ms of use Imprint	Data privacy 📄 Privacy	Settings



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





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

DISH	RESERVATION					¢ °	Test Bistro Training 🗲) <u>+</u> ~ (•)	
8	Restaurant 😂	E C				lon, 25/09/2023 💙	• 04:20 pm	Now	
P	John Doe2 people	Restaura	ant	:00 PM	3:	00 PM	4 : 04:2	00 PM 7 pm	5:00 PM
¥1	Status	1-2	≗ 3				465	John Doe minutes 2	
*		2-4	. 3						
N		8	8			420 minutes	John Doe 🚨 4		
¢ •	Available ^ 11 •	10	. 4						
0	2-4 3 seats	11	2						
	10 4 seats	12	2						
	11 2 seats	14	8						
	12 Doutt	16 🛓							
	2 seats						FAQ Ter	ms of use Imprint Data pr	ivacy Privacy Settings



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

DISH	RESERVATION				* •	Test Bist	ro Training 🕤	⋕ × ↔		
	▲ ВАСК	FO			Ν	1on, 25/09/2023 🏾 🔉	04:20 pm	Not	N	
ы	2 seats 04:20 pm	Restaura	int	:00 PM	3	:00 PM	4: 04:27	00 PM / pm		5:00 PM
¥1	Customer information	1-2	a 3				465	minutes	John Doe 💄 2	
≅ ⊕		2-4	≗ 3							
শ	Party size Phone number	8	8			420 minutes	John Doe 🚨 4			
ଦ - ଡ	Email address	10	. 4							
Ĭ	Duration time	11	2							
	Status	12	2							
	Available CREATE RESERVATION	14	8							
	DON'T SAVE	16	8							
	Designed by Hospitality Digital GmbH. All rights reserved.						FAQ Terr	ns of use	Imprint Data priva	icy Privacy Settings



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





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





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

DISH	RESERVATION					* •	Test Bistro	Training 🕤	<u> </u>	
8	AREAS	FO		Mon, 25/09/2023	23 >	04:41 pm	Now			
F	BAR	Restaura	ant	3:00 PM		4:00 PM 04:41	pm	5:00	РМ	
¥1	Garten 🖍	1-2	2 3			465 minutes	John Doe			
***	Lounge	2-4	<u> </u>							
۲	Restaurant 🖍									
2	Terrasse 🍾	8	8	3 420 minutes	John Doe _ 4					1
ب ج رو	Test 20	10	± 4							
0	+ Add areas	11	2	440 m	ninutes	Jane Doe 💄 2				
		12	2							
		14	8							
		16	8							
	Designed by Hospitality Digital GmbH. All rights reserved.					FAQ Terr	ns of use Im	print 🕴 Data priva	cy Privacy S	Settings



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

DISH	RESERVATION			🐥 Test Bistro Training 🕤 쾨본 🗸 🚱
8	AREAS	FO		Mon, 25/09/2023 > 04:41 pm Now
ы	BAR	Restaura	ant	3:00 PM 4:00 PM 5:00 PM 04:41 pm
¥1	Garten 2	1-2	2 3	John Doe 465 minutes 🚊 2
*	Lounge 🧨	2-4	• 3	
۲	Restaurant			
2	Terrasse 🖍	8	8	John Doe 420 minutes 2 4
ب ج رو	Test 20	10	. 4	
Ū	+ Add areas	11	2	Jane Doe 440 minutes 2
		12	2	
		14	8	
		16	. ≜ 8	
	Designed by Hospitality Digital GmbH. All rights reserved.			FAQ Terms of use Imprint Data privacy Privacy Settings



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.





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.





