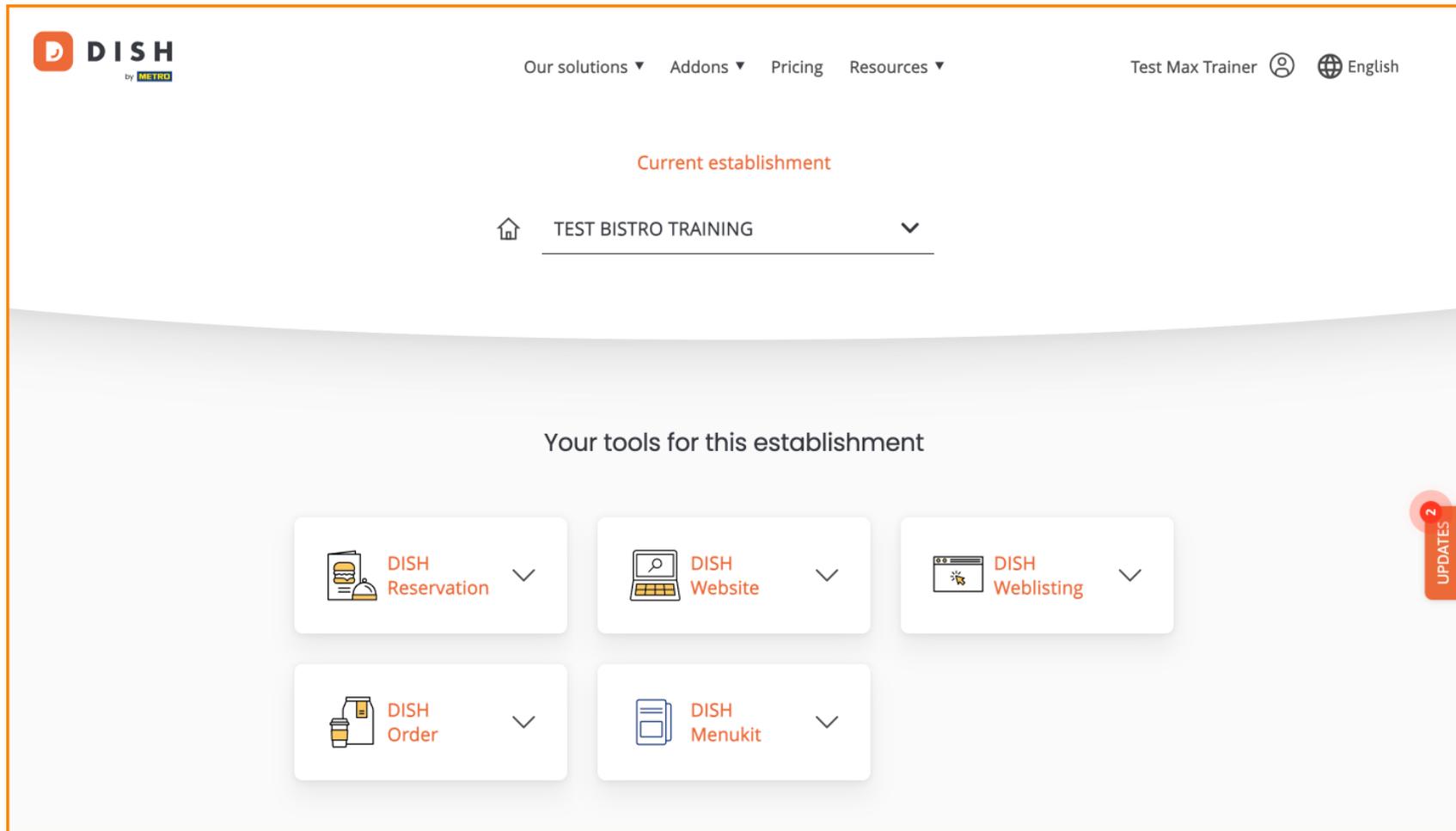


 Welcome to your **dish.co dashboard**. In this tutorial we show you how to edit information of your establishment.



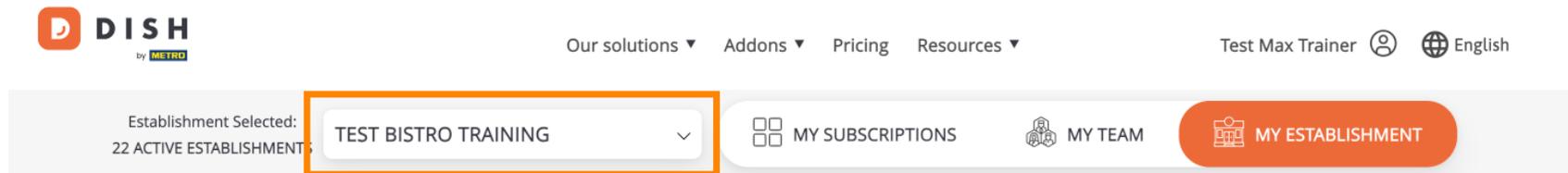
First, go to your **profile**.

The screenshot shows the DISH by METRO user interface. At the top left is the DISH by METRO logo. To the right of the logo are navigation links: "Our solutions", "Addons", "Pricing", and "Resources". Further right is a user profile section with the name "Test Max Trainer" and a globe icon labeled "English". Below this is a section for the current establishment, "TEST BISTRO TRAINING", with a home icon and a dropdown arrow. The main content area is titled "Your tools for this establishment" and contains five tool cards: "DISH Reservation", "DISH Website", "DISH Weblisting", "DISH Order", and "DISH Menukit". Each card has an icon and a dropdown arrow. On the right side of the main content area, there is a vertical red "UPDATES" badge with the number "2".

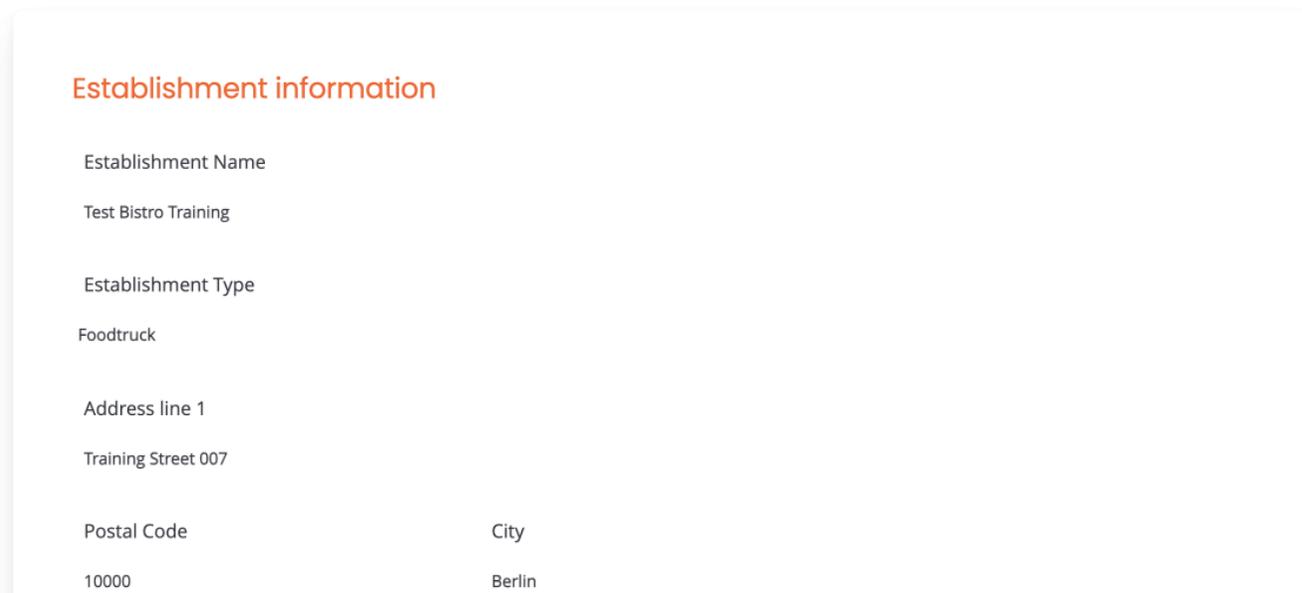
And then click on **My Establishments**.

The screenshot displays the DISH by METRO dashboard. At the top left is the logo. The top navigation bar includes links for 'Our solutions', 'Addons', 'Pricing', and 'Resources'. On the right, it shows the user 'Test Max Trainer' and the language 'English'. A dropdown menu is open, with 'My Establishments' highlighted by an orange border. Below the navigation, the current establishment is identified as 'TEST BISTRO TRAINING'. A section titled 'Your tools for this establishment' contains five icons: 'DISH Reservation', 'DISH Website', 'DISH Weblisting', 'DISH Order', and 'DISH Menukit'. A red 'UPDATES' badge with the number '2' is visible on the right side of the dashboard.

You are now in the overview of the currently selected establishment. To change the establishment, use the **drop-down menu** and select the establishment you like to edit.



## Manage the establishment information



📌 To edit your establishment's information, scroll down a bit.

The screenshot shows the DISH dashboard interface. At the top left is the DISH by METRO logo. The top navigation bar includes links for 'Our solutions', 'Addons', 'Pricing', and 'Resources'. On the right, there are user profile options for 'Test Max Trainer' and 'English'. Below the navigation bar, a dropdown menu shows 'Establishment Selected: TEST BISTRO TRAINING' with '22 ACTIVE ESTABLISHMENTS' below it. To the right of this are buttons for 'MY SUBSCRIPTIONS', 'MY TEAM', and 'MY ESTABLISHMENT' (which is highlighted in orange). The main content area features a large orange heading: 'Manage the establishment information'. Below this heading is a white card containing the following information:

- Establishment information**
- Establishment Name: Test Bistro Training
- Establishment Type: Foodtruck
- Address line 1: Training Street 007
- Postal Code: 10000
- City: Berlin

On the right side of the card, there is a vertical orange button labeled 'UPDATES' with a red circle containing the number '2' above it.



Then click on **Edit**, to adjust the information.

Country

Germany

METRO customer number

1111111

We'll forward the status of your DISH-membership and the tools you use to the METRO organization at your place of business for METRO to contact you and help you with the tools. You can withdraw your consent at any time with future effect. [Read more about how we process your data and how to withdraw your consent in our Data Protection Notice](#)

Same as company

Edit

2  
UPDATES

## Company information

Company Name



Now the information of your establishment can be edited. To do so, use the corresponding **text fields**.

## Establishment information ×

Establishment Name

Test Bistro Training

Establishment Type

Foodtruck ▾

Address line 1

Training Street 007

Postal Code

10000

City

Berlin

Country

Germany

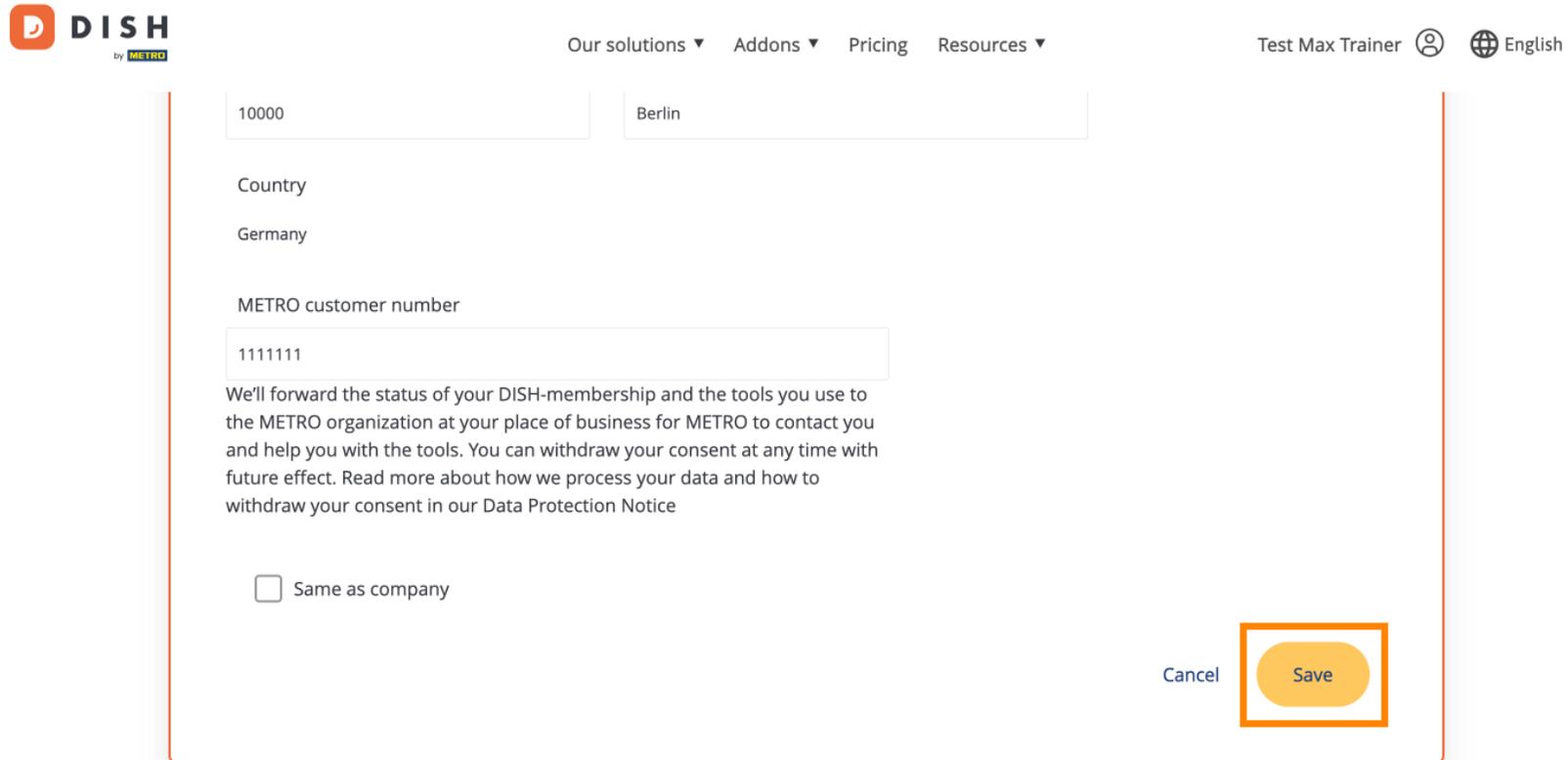
METRO customer number

1111111

We'll forward the status of your DISH-membership and the tools you use to

2  
UPDATES

Once you are done editing the information, click on **Save** to apply the changes.



**DISH** by METRO

Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer   English

10000 Berlin

Country  
Germany

METRO customer number  
1111111

We'll forward the status of your DISH-membership and the tools you use to the METRO organization at your place of business for METRO to contact you and help you with the tools. You can withdraw your consent at any time with future effect. Read more about how we process your data and how to withdraw your consent in our Data Protection Notice

Same as company

Cancel **Save**

**UPDATES**

Company information



The process of editing the company information is the same as previously shown.

### Company information

Company Name  
Training Bistro

Address 1  
Training Street 007

Postal Code	City
10785	Berlin

Country  
Germany

Billing Email (optional)

VAT Number (Optional)  
DE



Click on **Edit** to adjust the information. and don't forget to save the changes afterward.

Country

Germany

Billing Email (optional)

VAT Number (Optional)

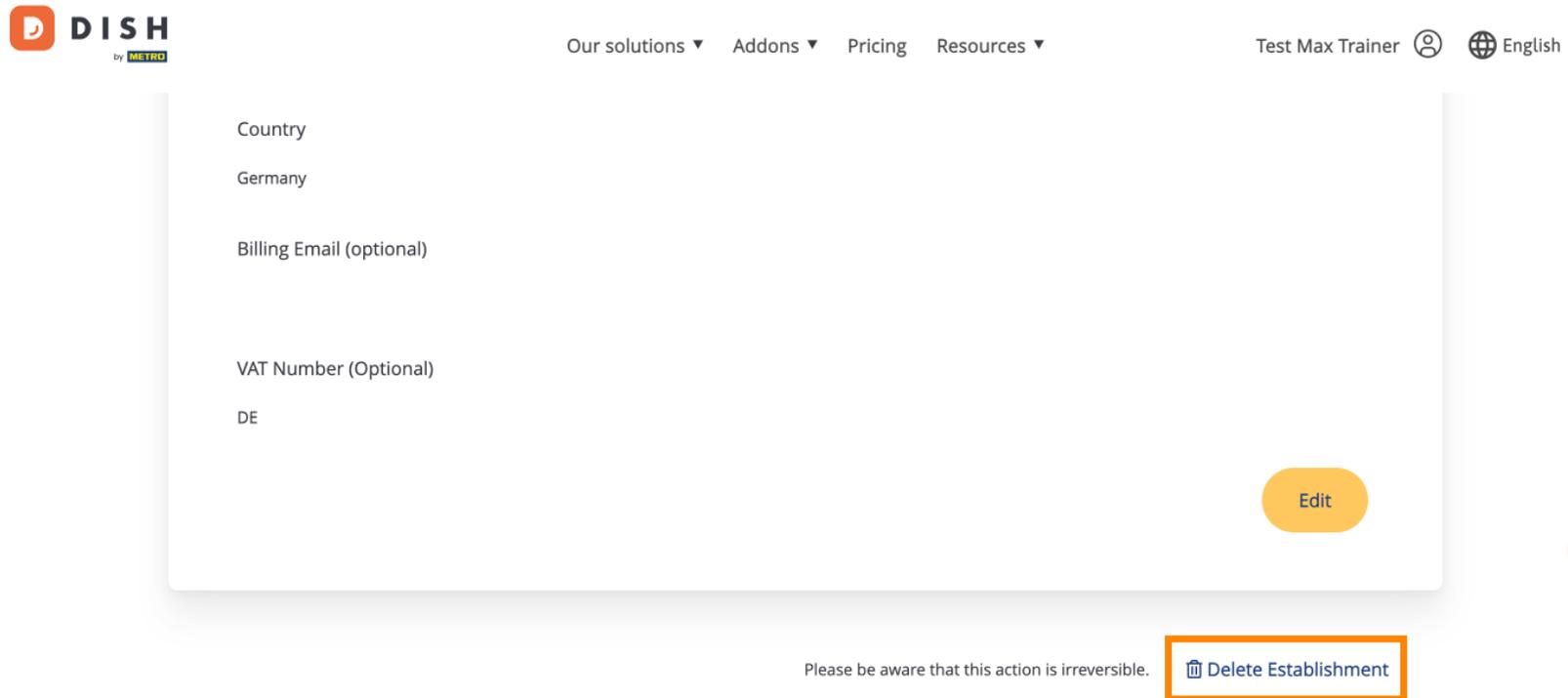
DE

Edit

Please be aware that this action is irreversible. [Delete Establishment](#)

2  
UPDATES

 To delete the establishment, click on **Delete Establishment**. **Note: Before the establishment will be deleted permanently, you have to follow through two security steps. This action is irreversible.**

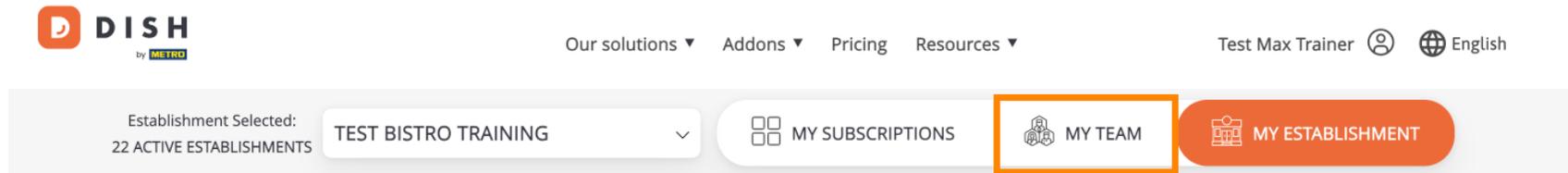


The screenshot shows the DISH by METRO interface. At the top left is the logo. The navigation menu includes 'Our solutions', 'Addons', 'Pricing', and 'Resources'. On the right, there are links for 'Test Max Trainer', a user profile icon, and 'English'. The main content area displays the following details:

- Country: Germany
- Billing Email (optional)
- VAT Number (Optional): DE

An orange 'Edit' button is located at the bottom right of the details panel. Below the details panel, a warning message reads: 'Please be aware that this action is irreversible.' To the right of this message is a blue button with a trash icon and the text 'Delete Establishment', which is highlighted with an orange border. On the far right, there is a vertical orange 'UPDATES' badge with a red circle containing the number '2'.

To edit team members assigned to your establishment, click on **MY TEAM**.



## Manage the establishment information

**Establishment information**

Establishment Name  
Test Bistro Training

Establishment Type  
Foodtruck

Address line 1  
Training Street 007

Postal Code 10000	City Berlin
----------------------	----------------



You now can add new team members. To do so click on **+ Add Person**.

**DISH** by METRO

Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer English

Establishment Selected: **TEST BISTRO TRAINING** ▾

MY SUBSCRIPTIONS MY TEAM MY ESTABLISHMENT

## Manage your team members

**BY JOB ROLE** BY NAME

**+ Add Person** Search ▾

OTHERS	2 MEMBERS
Anne Smith DISH MENUKIT	
John Doe Invitation yet to be accepted	

OWNER	1 MEMBER
Test Max Trainer DISH MENUKIT, DISH WEBSITE, DISH WEBLISTING, DISH RESERVATION, DISH ORDER	



And team members can be edited by using the **editing icon**.

**DISH** by METRO

Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer English

Establishment Selected: TEST BISTRO TRAINING ▾  
22 ACTIVE ESTABLISHMENTS

MY SUBSCRIPTIONS **MY TEAM** MY ESTABLISHMENT

## Manage your team members

**BY JOB ROLE** BY NAME

**+ Add Person**

OTHERS	2 MEMBERS
Anne Smith DISH MENUKIT	
John Doe Invitation yet to be accepted	

OWNER	1 MEMBER
Test Max Trainer DISH MENUKIT, DISH WEBSITE, DISH WEBLISTING, DISH RESERVATION, DISH ORDER	



To manage your subscription, click on **MY SUBSCRIPTIONS**.

The screenshot shows the top navigation bar of the DISH interface. On the left is the DISH logo. In the center, there are links for 'Our solutions', 'Addons', 'Pricing', and 'Resources'. On the right, there is a user profile for 'Test Max Trainer' and a language selector for 'English'. Below the navigation bar is a secondary bar with a dropdown menu for 'Establishment Selected: TEST BISTRO TRAINING' (showing 22 ACTIVE ESTABLISHMENTS). To the right of this dropdown are three buttons: 'MY SUBSCRIPTIONS' (highlighted with an orange border), 'MY TEAM', and 'MY ESTABLISHMENT'.

## Manage your team members

The screenshot shows the 'Manage your team members' interface. At the top, there are two tabs: 'BY JOB ROLE' (selected) and 'BY NAME'. To the right, there is a '+ Add Person' button and a search bar. Below the tabs are two columns of team members. The 'OTHERS' column has 2 members: Anne Smith (DISH MENUKIT) and John Doe (Invitation yet to be accepted). The 'OWNER' column has 1 member: Test Max Trainer (DISH MENUKIT, DISH WEBSITE, DISH WEBLISTING, DISH RESERVATION, DISH ORDER). A red '2 UPDATES' badge is visible on the right side of the interface.

You now see the current plan assigned to your establishment. To either down- or upgrade your plan, click on **Manage subscription**.

The screenshot shows the top navigation bar of the DISH application. On the left is the DISH by METRO logo. In the center, there are menu items: 'Our solutions', 'Addons', 'Pricing', and 'Resources'. On the right, there are user-related options: 'Test Max Trainer' with a user icon and 'English' with a globe icon. Below the navigation bar is a grey bar containing 'Establishment Selected: TEST BISTRO TRAINING' with a dropdown arrow and '22 ACTIVE ESTABLISHMENTS'. To the right of this are three buttons: 'MY SUBSCRIPTIONS' (highlighted in orange), 'MY TEAM', and 'MY ESTABLISHMENT'.

## Manage your subscriptions

The screenshot shows the 'Manage your subscriptions' page. The main card displays the 'CURRENT PLAN' as 'DISH PREMIUM' in bold, with 'Active' in red text below it. The price is shown as '€69.00/Every month' with '€82.11 incl. VAT' in smaller text to the right. Below this, there are two columns of information: 'PURCHASE DATE' (04/10/2021) and 'COMMITMENT PERIOD' (1 month). At the bottom of this card, there are two buttons: 'Manage subscription' (highlighted with an orange border) and 'Cancel subscription'. Below the card, there is a section titled 'TOOLS INCLUDED IN YOUR PLAN' with a dropdown arrow.



A partial view of another subscription plan card. It shows the 'DISH MENUKIT' logo and the price '€0.00/Every month'.

- If you like to cancel your subscription, click on **Cancel subscription**. You then will be guided through the process of terminating the contract.

The screenshot shows the top navigation bar of the DISH application. On the left is the DISH by METRO logo. In the center, there are menu items: 'Our solutions', 'Addons', 'Pricing', and 'Resources', each with a downward arrow. On the right, there are links for 'Test Max Trainer' (with a user icon) and 'English' (with a globe icon). Below the navigation bar is a grey bar containing: 'Establishment Selected: TEST BISTRO TRAINING' (with a dropdown arrow and '22 ACTIVE ESTABLISHMENTS' below it), a prominent orange 'MY SUBSCRIPTIONS' button, and two other buttons: 'MY TEAM' (with a group icon) and 'MY ESTABLISHMENT' (with a building icon).

## Manage your subscriptions

The screenshot displays the 'Manage your subscriptions' page. The main card shows the 'CURRENT PLAN' as 'DISH PREMIUM' in an 'Active' state, priced at '€69.00/Every month' (with '€82.11 incl. VAT' noted below). It also lists the 'PURCHASE DATE' as '04/10/2021' and the 'COMMITMENT PERIOD' as '1 month'. Two buttons are visible: 'Manage subscription' and 'Cancel subscription', with the latter highlighted by an orange border. Below this card, a section titled 'TOOLS INCLUDED IN YOUR PLAN' is partially visible with a dropdown arrow. To the right of the main card, there is a vertical orange 'UPDATES' badge with a '2' in a red circle.

This block shows the top portion of a second subscription card. It features the 'DISH MENUKIT' icon and name on the left, and the price '€0.00/Every month' on the right.

To see which tools are currently included in your chosen plan, click on the **drop-down menu TOOLS INCLUDED IN YOUR PLAN**.

The screenshot shows the top navigation bar of the DISH application. On the left is the DISH by METRO logo. In the center, there are links for 'Our solutions', 'Addons', 'Pricing', and 'Resources'. On the right, there are links for 'Test Max Trainer' and 'English'. Below the navigation bar, there is a grey bar containing the text 'Establishment Selected: 22 ACTIVE ESTABLISHMENTS' and a dropdown menu currently showing 'TEST BISTRO TRAINING'. To the right of this bar are three buttons: 'MY SUBSCRIPTIONS' (highlighted in orange), 'MY TEAM', and 'MY ESTABLISHMENT'.

## Manage your subscriptions

The screenshot shows the 'Manage your subscriptions' page. The main card displays the current plan as 'DISH PREMIUM' with a status of 'Active'. The price is listed as '€69.00/Every month' with a note '€82.11 incl. VAT'. Below this, the purchase date is '04/10/2021' and the commitment period is '1 month'. There are two buttons: 'Manage subscription' and 'Cancel subscription'. At the bottom of the card, there is a dropdown menu labeled 'TOOLS INCLUDED IN YOUR PLAN' which is highlighted with an orange border. To the right of the card, there is a vertical orange button labeled 'UPDATES' with a '2' in a red circle above it.

This block shows the top portion of the next subscription card, which is 'DISH MENUKIT' with a price of '€0.00/Every month'.

 Below your current plan, you see your active add-ons. If you like to cancel the subscription of it, click on **Remove add-on**.



Seat more guests with our online reservation management system.



**DISH WEBSITE**

Create your own website in a matter of minutes.



**DISH WEBLISTING**

Drive more traffic from Google with your own business profile.



**DISH ORDER**

The best way to manage delivery and pick-up service.



**DISH MENUKIT**

Increase the contribution margin of your recipes.

Active

€0.00/Every month

€0.00 incl. VAT

PURCHASE DATE  
18/03/2021

[Remove add-on](#)





That's it, You completed the tutorial and now know how to edit information of your establishment.

**DISH** by METRO

Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer English

Establishment Selected: **TEST BISTRO TRAINING** ▾

**MY SUBSCRIPTIONS** MY TEAM MY ESTABLISHMENT

22 ACTIVE ESTABLISHMENTS

## Manage your subscriptions

**CURRENT PLAN**

**DISH PREMIUM** €69.00/Every month  
*Active* €82.11 incl. VAT

**PURCHASE DATE** 04/10/2021      **COMMITMENT PERIOD** 1 month

[Manage subscription](#)      [Cancel subscription](#)

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**TOOLS INCLUDED IN YOUR PLAN** ▾

**DISH RESERVATION**  
Seat more guests with our online reservation management system.





Scan to go to the interactive player