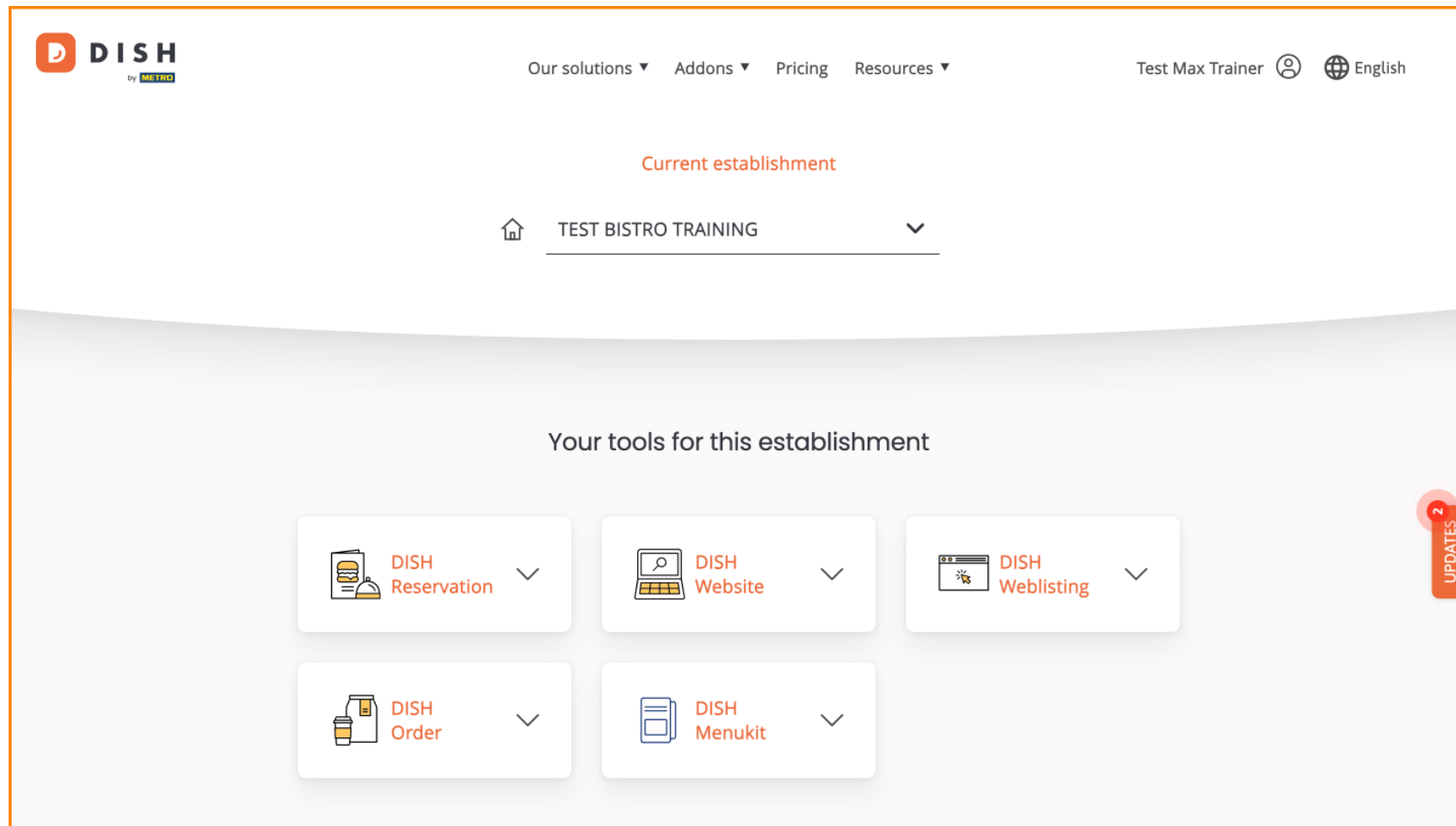




Welcome to your **dish.co dashboard**. In this tutorial we show you how to edit information of your establishment.



First, go to your **profile**.

The screenshot displays the DISH user 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 is a user profile section with the text 'Test Max Trainer' and a globe icon for 'English'. Below the navigation, the current establishment is identified as 'TEST BISTRO TRAINING'. The main content area is titled 'Your tools for this establishment' and features five tool cards: 'DISH Reservation', 'DISH Website', 'DISH Weblisting', 'DISH Order', and 'DISH Menukit'. Each card has a corresponding icon and a dropdown arrow. On the right side of the tool cards, there is a vertical red 'UPDATES' badge with the number '2'.

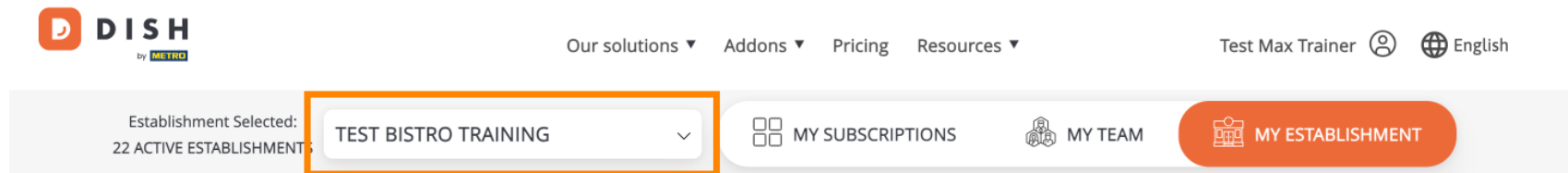


And then click on **My Establishments**.

The screenshot displays the DISH user 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, it shows the user 'Test Max Trainer' and the language 'English'. A dropdown menu is open, with 'My Establishments' highlighted in an orange box. Below the navigation, the current establishment is identified as 'TEST BISTRO TRAINING'. A section titled 'Your tools for this establishment' contains five tool cards: '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 interface.

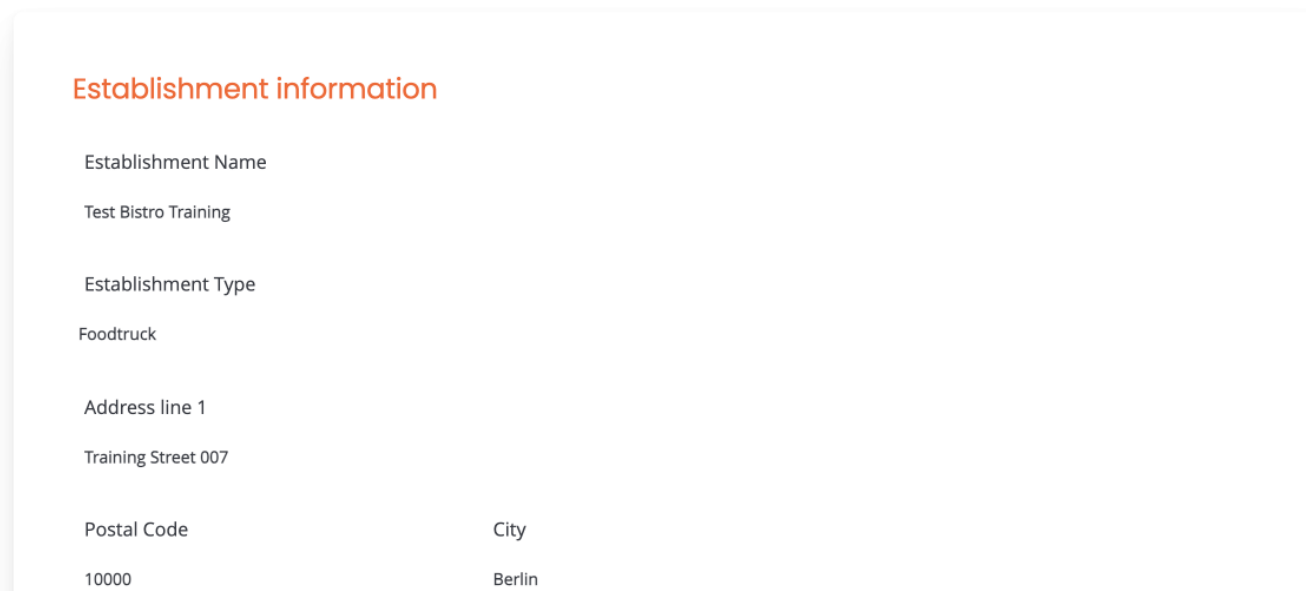


You are now in the overview of the currently selected establishment. To change the establishment, use the **drop-down menu** and select the establishment you like to edit.



The screenshot shows the top navigation bar of the DISH application. On the left is the DISH by METRO logo. In the center are navigation links: "Our solutions", "Addons", "Pricing", and "Resources". On the right, it shows the user profile "Test Max Trainer" and the language "English". Below the navigation bar is a grey bar containing the text "Establishment Selected: 22 ACTIVE ESTABLISHMENTS" and a dropdown menu currently displaying "TEST BISTRO TRAINING". To the right of the dropdown are three buttons: "MY SUBSCRIPTIONS", "MY TEAM", and "MY ESTABLISHMENT". The dropdown menu is highlighted with an orange border.

## Manage the establishment information



The screenshot shows a form titled "Establishment information" with the following fields:

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



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

The screenshot displays the DISH user interface. At the top left is the DISH logo. The top navigation bar includes links for 'Our solutions', 'Addons', 'Pricing', and 'Resources'. On the right, it shows 'Test Max Trainer' with a user icon and 'English' with a globe icon. Below the navigation bar, there is a section for 'Establishment Selected: TEST BISTRO TRAINING' with a dropdown arrow and '22 ACTIVE ESTABLISHMENTS'. To the right of this are buttons for 'MY SUBSCRIPTIONS', 'MY TEAM', and 'MY ESTABLISHMENT'. The main content area is titled 'Manage the establishment information' and contains a form with the following fields:

- 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 form, 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.

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

2  
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.**

Country

Germany

Billing Email (optional)

VAT Number (Optional)

DE

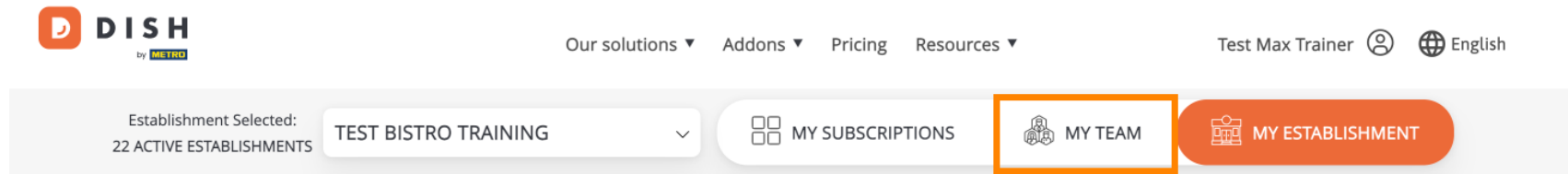
Edit

Please be aware that this action is irreversible.

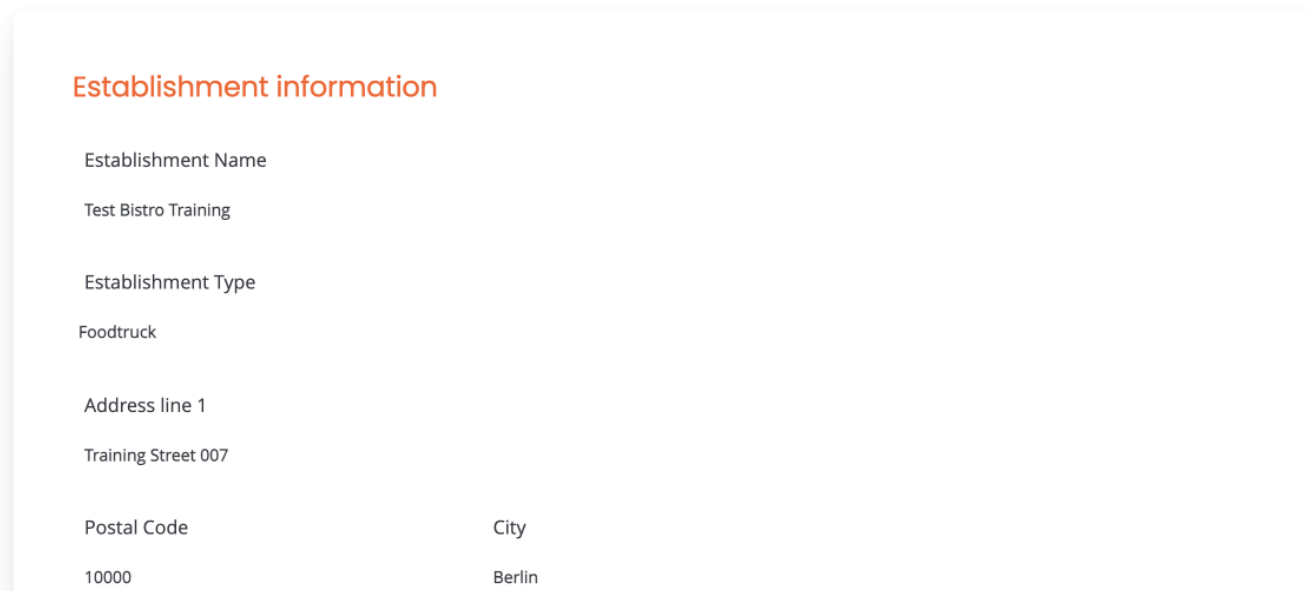
 **Delete Establishment**

2  
UPDATES

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



## Manage the establishment information



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

The screenshot shows the DISH user interface. At the top, there is a navigation bar with the DISH logo, a menu with 'Our solutions', 'Addons', 'Pricing', and 'Resources', and user information for 'Test Max Trainer' in 'English'. Below this is a secondary navigation bar with 'Establishment Selected: TEST BISTRO TRAINING (22 ACTIVE ESTABLISHMENTS)', 'MY SUBSCRIPTIONS', 'MY TEAM' (highlighted in orange), and 'MY ESTABLISHMENT'. The main content area is titled 'Manage your team members' and features two tabs: 'BY JOB ROLE' (selected) and 'BY NAME'. A '+ Add Person' button is highlighted with an orange box. To its right is a search bar. Below the tabs are two columns of team members:

| OTHERS                                    | 2 MEMBERS |
|---|-----------|
| Anne Smith<br>DISH MENUKIT                |           |
| John Doe<br>Invitation yet to be accepted |           |

| OWNER   | 1 MEMBER |
|---|----------|
| Test Max Trainer<br>DISH MENUKIT, DISH WEBSITE, DISH WEBLISTING, DISH RESERVATION, DISH ORDER |          |

On the right side of the page, there is a vertical orange 'UPDATES' badge with the number '2'.

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 Search ▾

| OTHERS                                    | 2 MEMBERS   |
|---|---|
| Anne Smith<br>DISH MENUKIT                |  |
| John Doe<br>Invitation yet to be accepted |  |

| OWNER   | 1 MEMBER  |
|---|---|
| Test Max Trainer<br>DISH MENUKIT, DISH WEBSITE, DISH<br>WEBLISTING, DISH RESERVATION,<br>DISH ORDER |  |



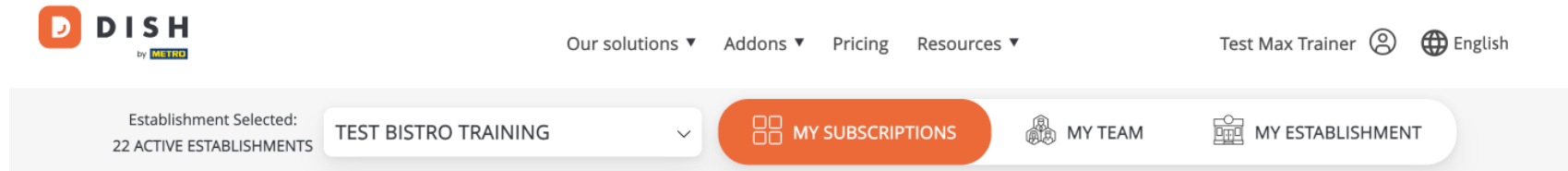
To manage your subscription, click on **MY SUBSCRIPTIONS**.

The screenshot shows the top navigation bar of the DISH system. 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, there is a secondary bar with a dropdown menu for 'Establishment Selected: TEST BISTRO TRAINING' (showing 22 ACTIVE ESTABLISHMENTS) and 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 filter buttons: 'BY JOB ROLE' (selected) and 'BY NAME'. To the right, there is a '+ Add Person' button and a search bar with a search icon and a dropdown arrow. Below the filters, there are two columns of team members. The first column is titled 'OTHERS' and has '2 MEMBERS'. It lists two members: Anne Smith (with a pencil icon) and John Doe (with a pencil icon and the text 'Invitation yet to be accepted'). The second column is titled 'OWNER' and has '1 MEMBER'. It lists one member: Test Max Trainer (with a pencil icon) and lists the services they manage: DISH MENUKIT, DISH WEBSITE, DISH WEBLISTING, DISH RESERVATION, and DISH ORDER. On the right side of the page, there is a vertical orange bar with a red circle containing the number '2' and the word 'UPDATES' written vertically.

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

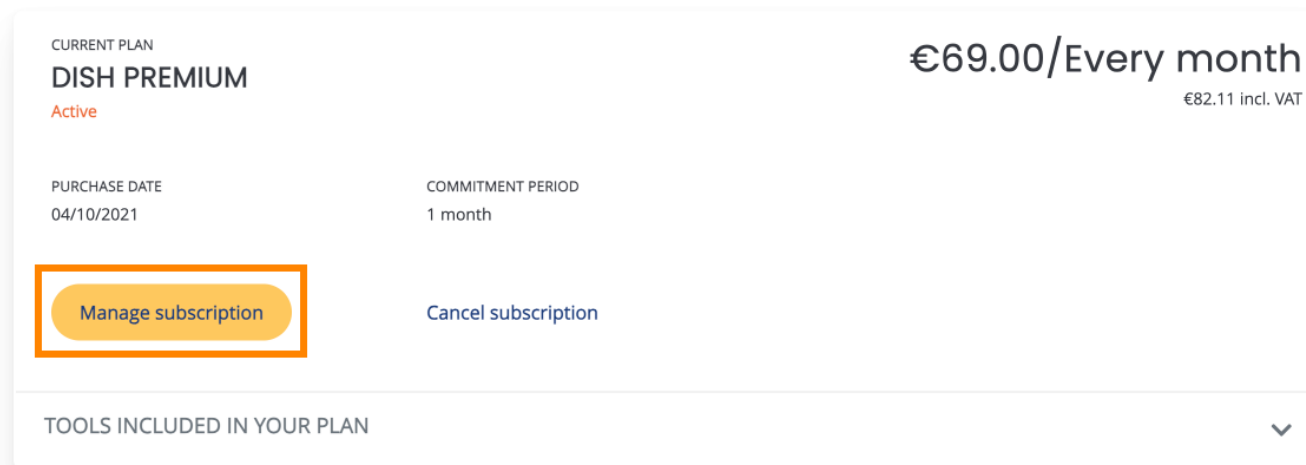


Our solutions ▾ Addons ▾ Pricing Resources ▾ Test Max Trainer ⓘ English

Establishment Selected: TEST BISTRO TRAINING ▾ 22 ACTIVE ESTABLISHMENTS

**MY SUBSCRIPTIONS** MY TEAM MY ESTABLISHMENT

## Manage your subscriptions



**CURRENT PLAN**  
**DISH PREMIUM**  
Active

€69.00/Every month  
€82.11 incl. VAT

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

**Manage subscription** Cancel subscription

TOOLS INCLUDED IN YOUR PLAN ▾



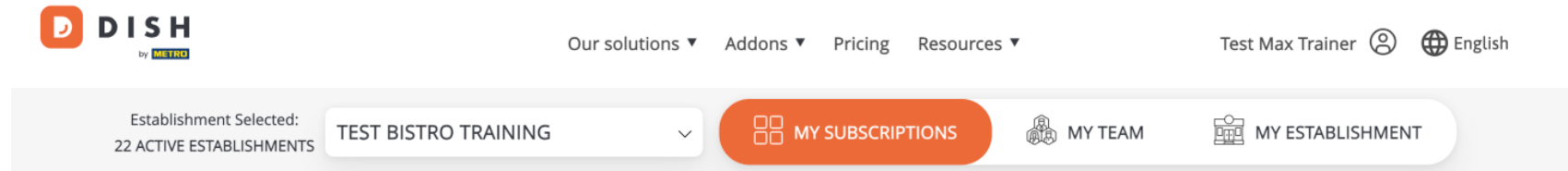
**DISH MENUKIT**

€0.00/Every month



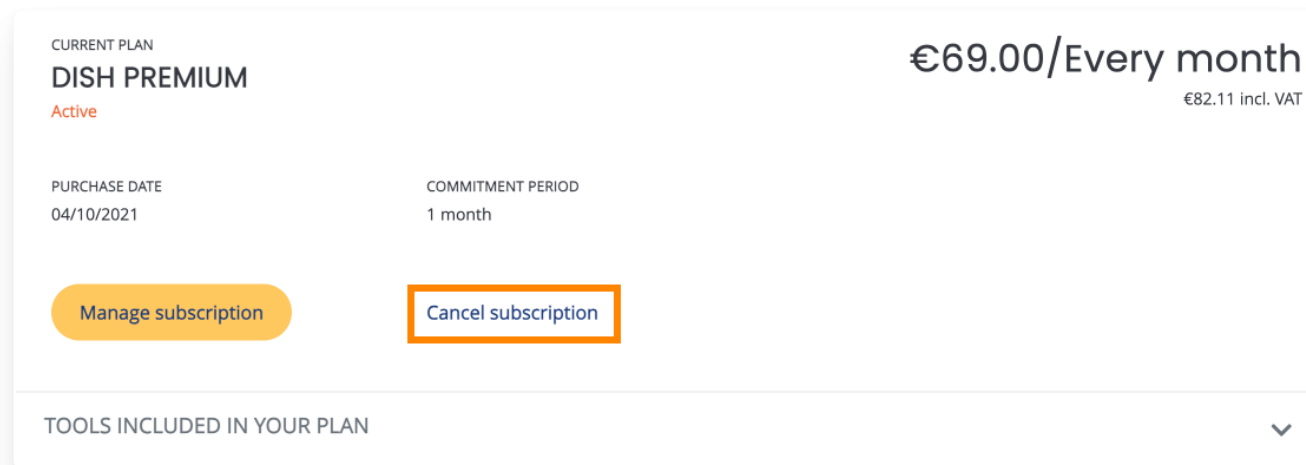


If you like to cancel your subscription, click on **Cancel subscription**. You then will be guided through the process of terminating the contract.



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 dropdown 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, a grey bar displays "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 an "Active" state, priced at "€69.00/Every month" (with "€82.11 incl. VAT" noted below). It also shows the "PURCHASE DATE" as "04/10/2021" and the "COMMITMENT PERIOD" as "1 month". At the bottom of this card are two buttons: "Manage subscription" and "Cancel subscription", with the latter highlighted with an orange border. Below this card, a section titled "TOOLS INCLUDED IN YOUR PLAN" is partially visible, showing "DISH MENUKIT" at "€0.00/Every month". On the right side of the page, there is a vertical orange "UPDATES" badge with a red circle containing the number "2".



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

**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 subscriptions

**CURRENT PLAN**  
**DISH PREMIUM**  
Active

€69.00/Every month  
€82.11 incl. VAT

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

Manage subscription Cancel subscription

**TOOLS INCLUDED IN YOUR PLAN** ▾



**DISH MENUKIT**

€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 addon**.



Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer   English



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 addon

2  
UPDATES



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** ▾

22 ACTIVE ESTABLISHMENTS

**MY SUBSCRIPTIONS** **MY TEAM** **MY ESTABLISHMENT**

## Manage your subscriptions

**CURRENT PLAN**

**DISH PREMIUM**

Active

€69.00/Every month

€82.11 incl. VAT

**PURCHASE DATE**  
04/10/2021

**COMMITMENT PERIOD**  
1 month

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

**TOOLS INCLUDED IN YOUR PLAN** ▾

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





Scan to go to the interactive player