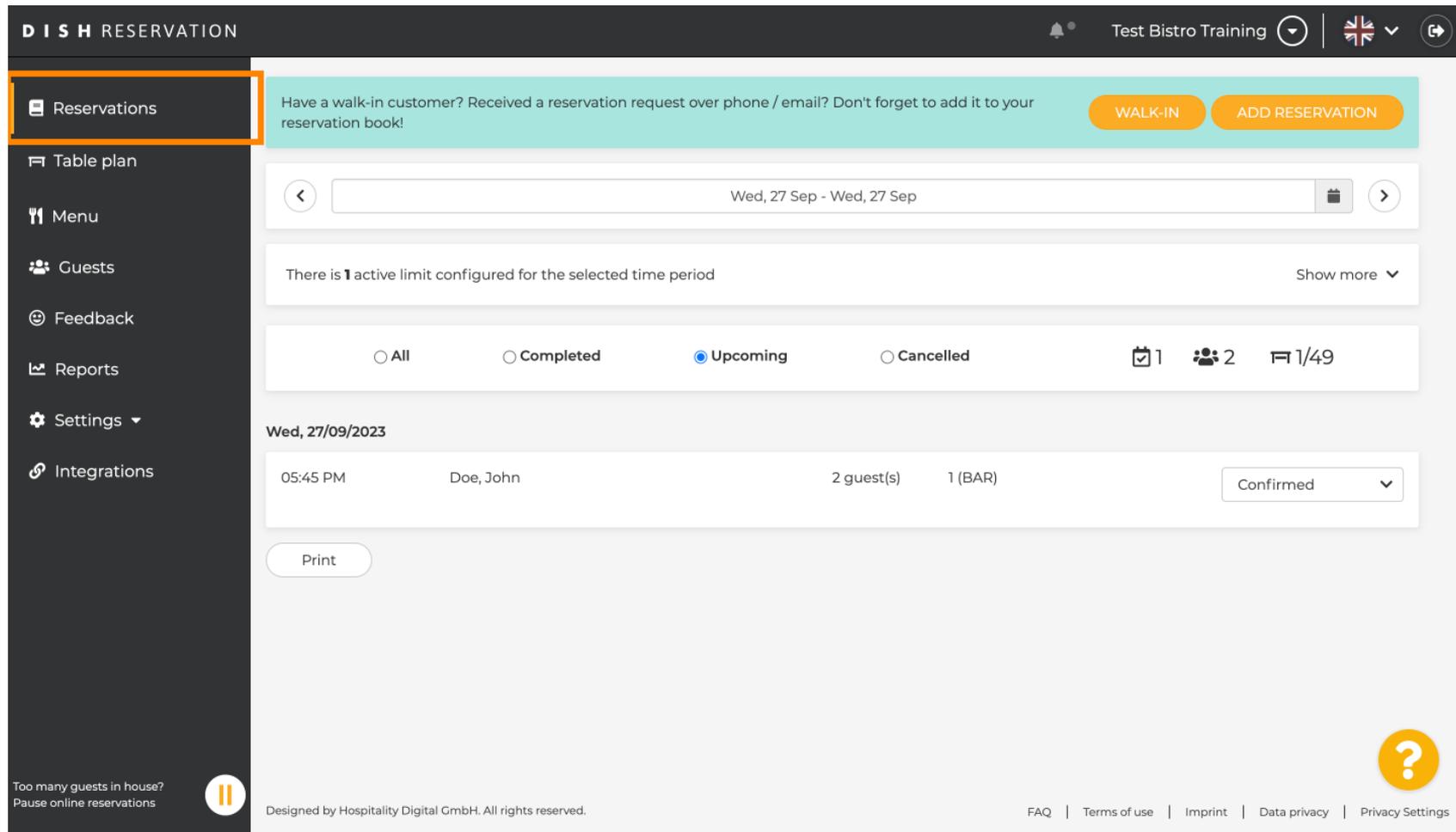




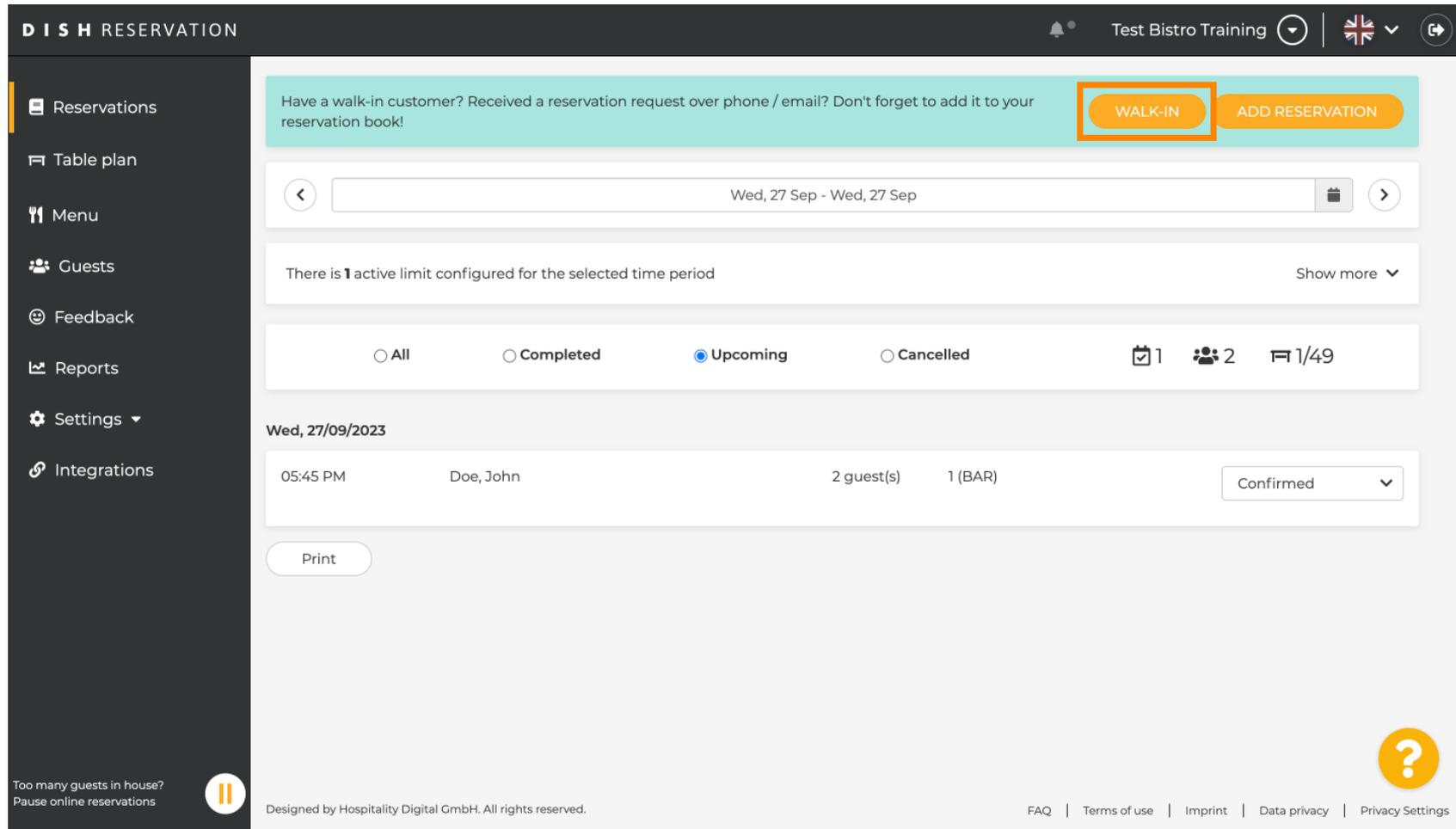
Benvenuti alla dashboard di **DISH Reservation**. In questo tutorial, vi mostriamo come aggiungere ospiti walk-in alle vostre prenotazioni.



The screenshot displays the DISH Reservation dashboard. The left sidebar contains navigation options: Reservations (highlighted with an orange box), Table plan, 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 buttons for "WALK-IN" and "ADD RESERVATION". Below this is a date range selector set to "Wed, 27 Sep - Wed, 27 Sep". A message states "There is 1 active limit configured for the selected time period" with a "Show more" dropdown. Filter buttons include "All", "Completed", "Upcoming" (selected), and "Cancelled". Summary statistics show 1 calendar icon, 2 people icon, and 1/49 table icon. A reservation entry for "Wed, 27/09/2023" at "05:45 PM" for "Doe, John" with "2 guest(s)" and "1 (BAR)" is shown, with a status dropdown set to "Confirmed". A "Print" button is located below the reservation entry. The footer includes a "Too many guests in house? Pause online reservations" message, a "Designed by Hospitality Digital GmbH. All rights reserved." notice, and a help icon.



Per aggiungere un walk-in clicca su **WALK-IN**.



The screenshot shows the DISH RESERVATION management interface. At the top, there is a navigation bar with the text "DISH RESERVATION" on the left, a notification bell, the text "Test Bistro Training", a language selector (UK flag), and a refresh icon. Below the navigation bar is 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!". To the right of this banner are two buttons: "WALK-IN" (highlighted with an orange box) and "ADD RESERVATION". Below the banner is a date selector showing "Wed, 27 Sep - Wed, 27 Sep". Underneath is a message: "There is 1 active limit configured for the selected time period" with a "Show more" dropdown. Below that is a filter bar with radio buttons for "All", "Completed", "Upcoming" (selected), and "Cancelled". To the right of the filter bar are icons for a calendar (1), guests (2), and a table (1/49). The main content area shows a reservation for "Wed, 27/09/2023" at "05:45 PM" for "Doe, John" with "2 guest(s)" and "1 (BAR)". The reservation status is "Confirmed" with a dropdown arrow. Below the reservation is a "Print" button. At the bottom left, there is a warning: "Too many guests in house? Pause online reservations" with a pause icon. At the bottom right, there is a help icon (question mark) 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".



Si aprirà una nuova finestra in cui potrai inserire le **informazioni essenziali per la visita guidata**.

**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! [Back](#)

### Walkin information

**#' Guests \***

**Date** Wed, 27/09/2023

**Time** Now

**Duration** Please select capacity and time first

**Table(s)** Please select

**Source** Walkin

### Reservation notes

Internal note. Will be shown for this reservation only.

e.g. window seat, occasion...

### Internal guest information

Note will be shown on all reservations made by this guest.

e.g. 10% discount, VIP...

### Allergies

Gluten  Sesame  Nuts  Crustacean  Eggs  Fish  
 Mustard  Lactose  Celery  Peanuts  Shellfish  Soy  
 Lupins  Sulphite

### Diet

Gluten-free  Halal  Kosher  Lactose-free  Vegan  
 Vegetarian

[SAVE](#)

Too many guests in house? Pause online reservations



Se ci sono note per la prenotazione, puoi lasciarle in Reservation notes (Note sulla prenotazione). Utilizza il **campo di testo** corrispondente per inserire le informazioni.

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! Back

**Walkin information**

# Guests \*

Date

Time

Duration

Table(s)

Source

**Reservation notes**

Internal note. Will be shown for this reservation only.

e.g. window seat, occasion...

**Internal guest information**

Note will be shown on all reservations made by this guest.

e.g. 10% discount, VIP...

**Allergies**

Gluten  Sesame  Nuts  Crustacean  Eggs  Fish  
 Mustard  Lactose  Celery  Peanuts  Shellfish  Soy  
 Lupins  Sulphite

**Diet**

Gluten-free  Halal  Kosher  Lactose-free  Vegan  
 Vegetarian

SAVE

Too many guests in house? || Pause online reservations



Se sono presenti ulteriori informazioni riguardanti l'ospite, lasciarle nella sezione Informazioni interne sull'ospite nel **campo di testo** corrispondente .

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! Back

**Walkin information**

# Guests \*

Date

Time

Duration

Table(s)

Source

**Reservation notes**

Internal note. Will be shown for this reservation only.

**Internal guest information**

Note will be shown on all reservations made by this guest.

**Allergies**

Gluten
  Sesame
  Nuts
  Crustacean
  Eggs
  Fish
  Mustard
  Lactose
  Celery
  Peanuts
  Shellfish
  Soy
  Lupins
  Sulphite

**Diet**

Gluten-free
  Halal
  Kosher
  Lactose-free
  Vegan
  Vegetarian

SAVE

Too many guests in house? Pause online reservations



Dopo aver inserito tutte le informazioni, clicca su **SALVA** per aggiungere il walk-in.

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! Back

**Walkin information**

# Guests \*

Date

Time

Duration

Table(s)

Source

**Reservation notes**

Internal note. Will be shown for this reservation only.

e.g. window seat, occasion...

**Internal guest information**

Note will be shown on all reservations made by this guest.

e.g. 10% discount, VIP...

**Allergies**

Gluten  Sesame  Nuts  Crustacean  Eggs  Fish  
 Mustard  Lactose  Celery  Peanuts  Shellfish  Soy  
 Lupins  Sulphite

**Diet**

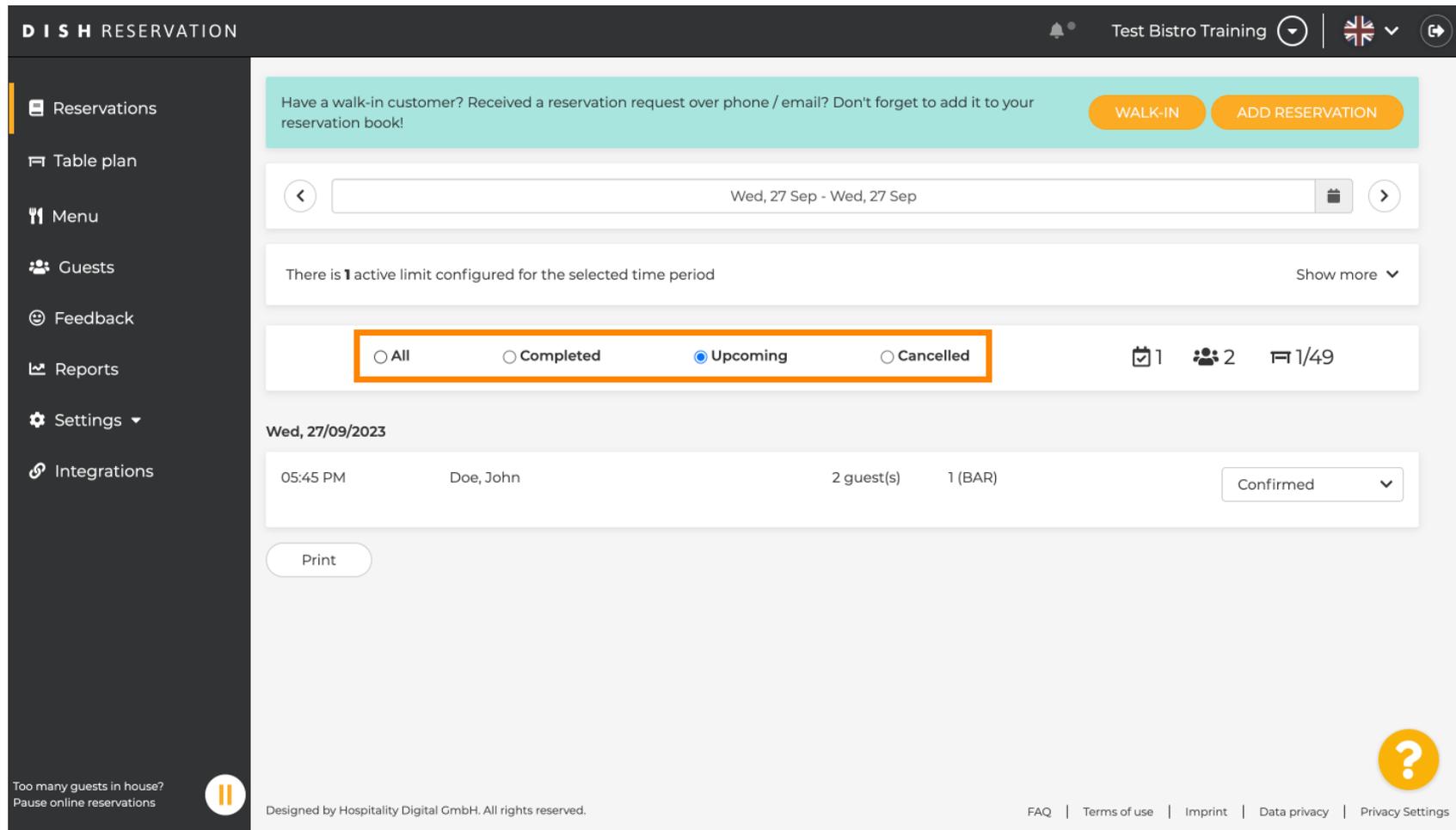
Gluten-free  Halal  Kosher  Lactose-free  Vegan  
 Vegetarian

Too many guests in house?  
Pause online reservations

SAVE



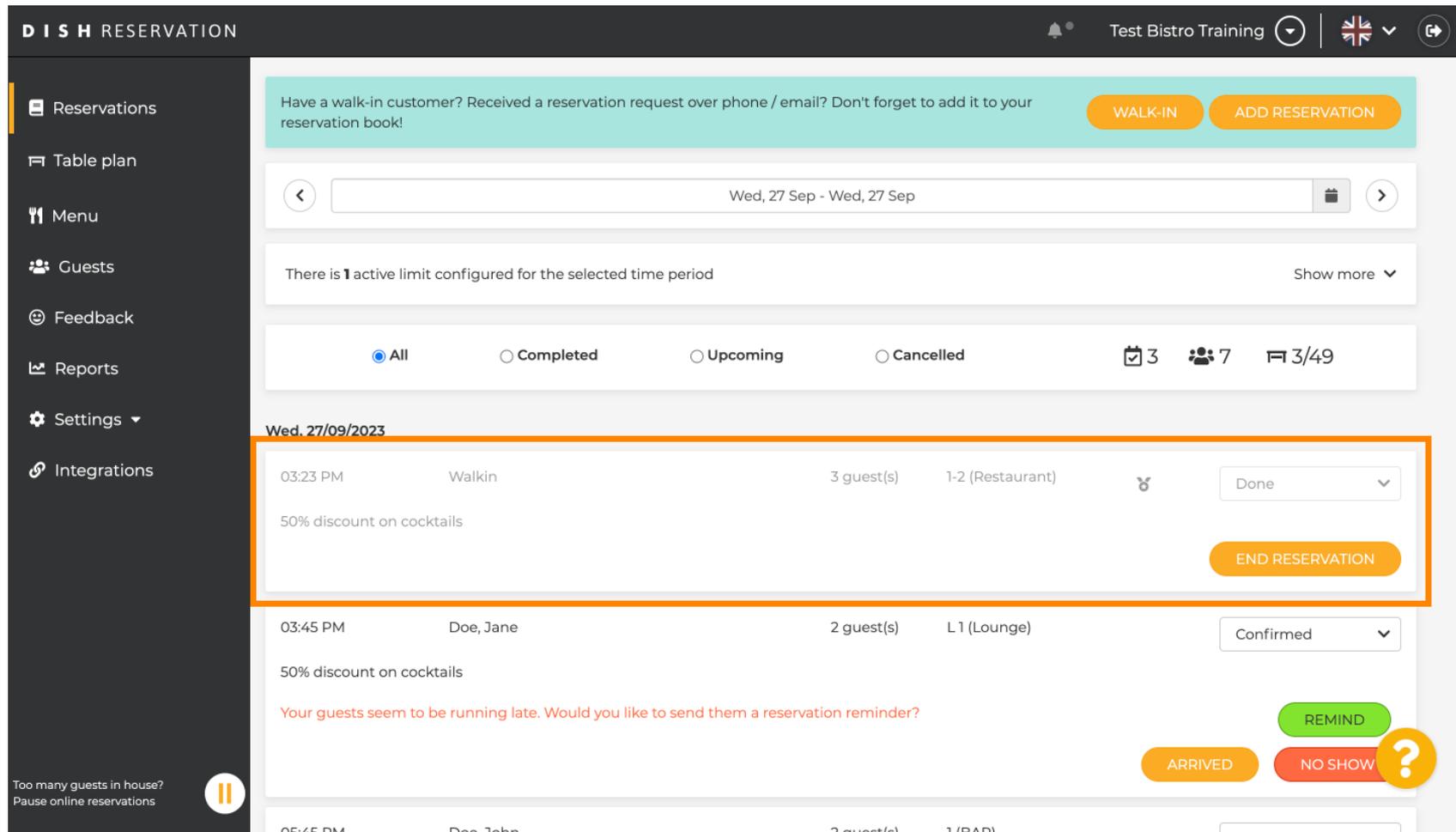
Poiché un walk-in non è una prenotazione imminente, devi filtrare le tue prenotazioni in modo diverso. Per farlo, usa le **selezioni** fornite .



The screenshot displays the DISH RESERVATION management 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 buttons for "WALK-IN" and "ADD RESERVATION". Below this is a date range selector set to "Wed, 27 Sep - Wed, 27 Sep". A status message indicates "There is 1 active limit configured for the selected time period" with a "Show more" link. A filter bar contains radio buttons for "All", "Completed", "Upcoming" (which is selected and highlighted with an orange border), and "Cancelled". To the right of the filters are summary icons: a calendar with "1", a group of people with "2", and a table with "1/49". A reservation card for "Wed, 27/09/2023" shows a time of "05:45 PM", name "Doe, John", "2 guest(s)", "1 (BAR)", and a status of "Confirmed" with a dropdown arrow. A "Print" button is located below the reservation card. At the bottom, there is a footer with a "Too many guests in house? Pause online reservations" warning, a "Designed by Hospitality Digital GmbH. All rights reserved." notice, and a list of links: FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings. A yellow question mark icon is also present in the bottom right corner.



A seconda della selezione che hai scelto, vedrai le tue prenotazioni filtrate. Cliccando su una **prenotazione** puoi sempre vedere ulteriori informazioni e anche modificarle.



**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**

Wed, 27 Sep - Wed, 27 Sep

There is 1 active limit configured for the selected time period **Show more**

All  Completed  Upcoming  Cancelled **3** **7** **3/49**

**Wed. 27/09/2023**

03:23 PM	Walkin	3 guest(s)	1-2 (Restaurant)	🔧	Done
50% discount on cocktails					<b>END RESERVATION</b>
03:45 PM	Doe, Jane	2 guest(s)	L1 (Lounge)		Confirmed
50% discount on cocktails					
Your guests seem to be running late. Would you like to send them a reservation reminder?					<b>REMIND</b>
					<b>ARRIVED</b> <b>NO SHOW</b> <b>?</b>
05:45 PM	Doe, John	2 guest(s)	1 (BAR)		

Too many guests in house? Pause online reservations **||**

Un altro modo per aggiungere un ospite walk-in è tramite il table plan. Per farlo, clicca su **Table plan**.

**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**

Wed, 27 Sep - Wed, 27 Sep

There is 1 active limit configured for the selected time period **Show more**

All  Completed  Upcoming  Cancelled **3** **7** **3/49**

**Wed, 27/09/2023**

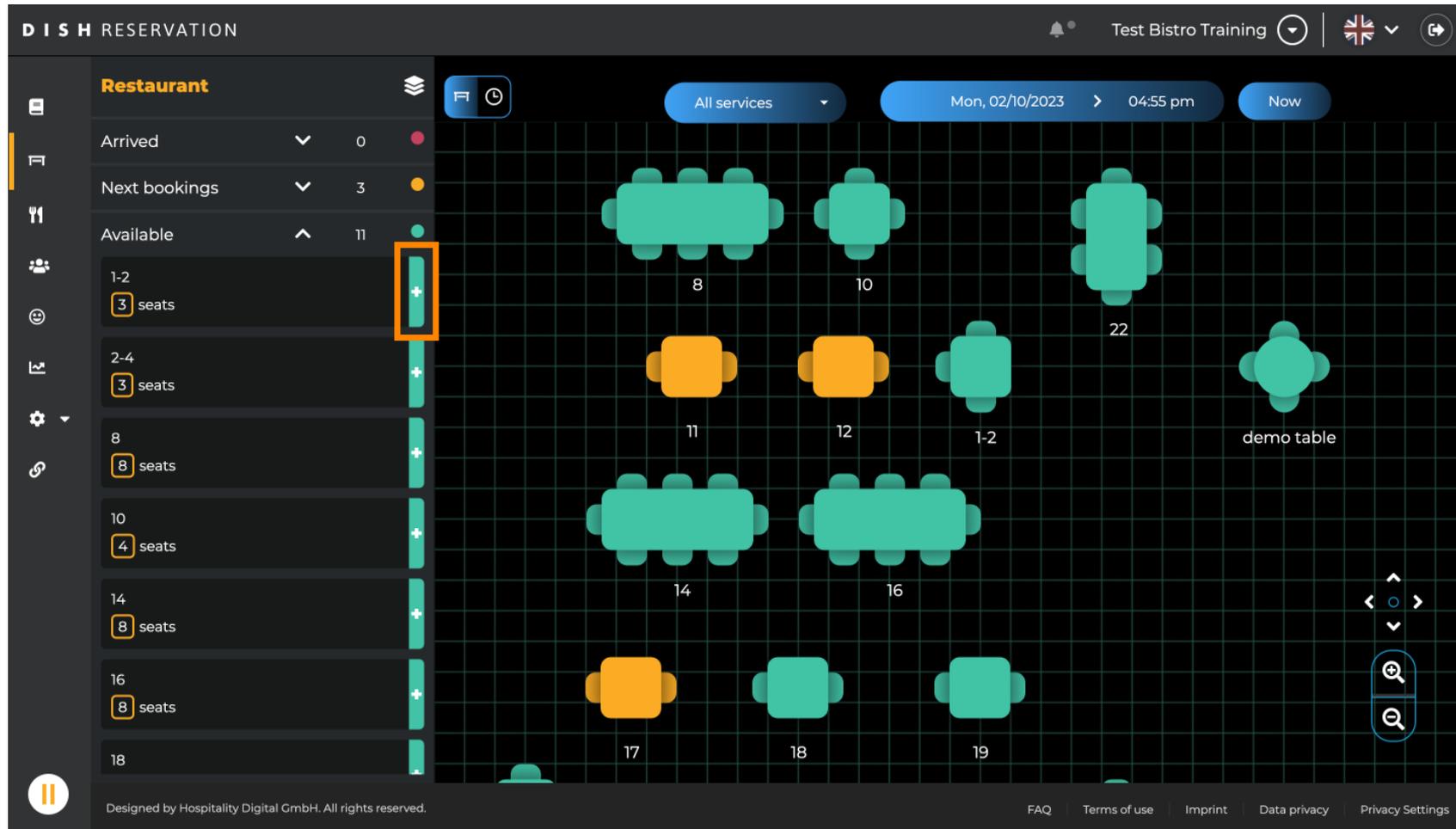
03:23 PM	Walkin	3 guest(s)	1-2 (Restaurant)	<b>8</b>	Done
50% discount on cocktails					
<b>END RESERVATION</b>					
03:45 PM	Doe, Jane	2 guest(s)	L1 (Lounge)		Confirmed
50% discount on cocktails					
Your guests seem to be running late. Would you like to send them a reservation reminder?					
<b>REMIND</b>					
<b>ARRIVED</b> <b>NO SHOW</b> <b>?</b>					
05:45 PM	Doe, John	2 guest(s)	1 (BAR)		

Too many guests in house? Pause online reservations

Quindi fare clic su **Disponibile** per aprire un elenco delle tabelle disponibili.

The screenshot displays the DISH RESERVATION interface. On the left, a sidebar menu lists 'Restaurant' with a sub-menu containing 'Arrived' (0), 'Next bookings' (3), and 'Available' (11). The 'Available' option is highlighted with an orange border. The main area shows a grid of tables represented by icons and numbers: 8, 10, 22, 11, 12, 1-2, demo table, 14, 16, 17, 18, and 19. The top navigation bar includes 'All services', 'Mon, 02/10/2023', '04:55 pm', and 'Now'. The bottom footer contains 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.

Dopo aver scelto il tavolo, clicca sull'icona verde **più** per aggiungere una prenotazione.

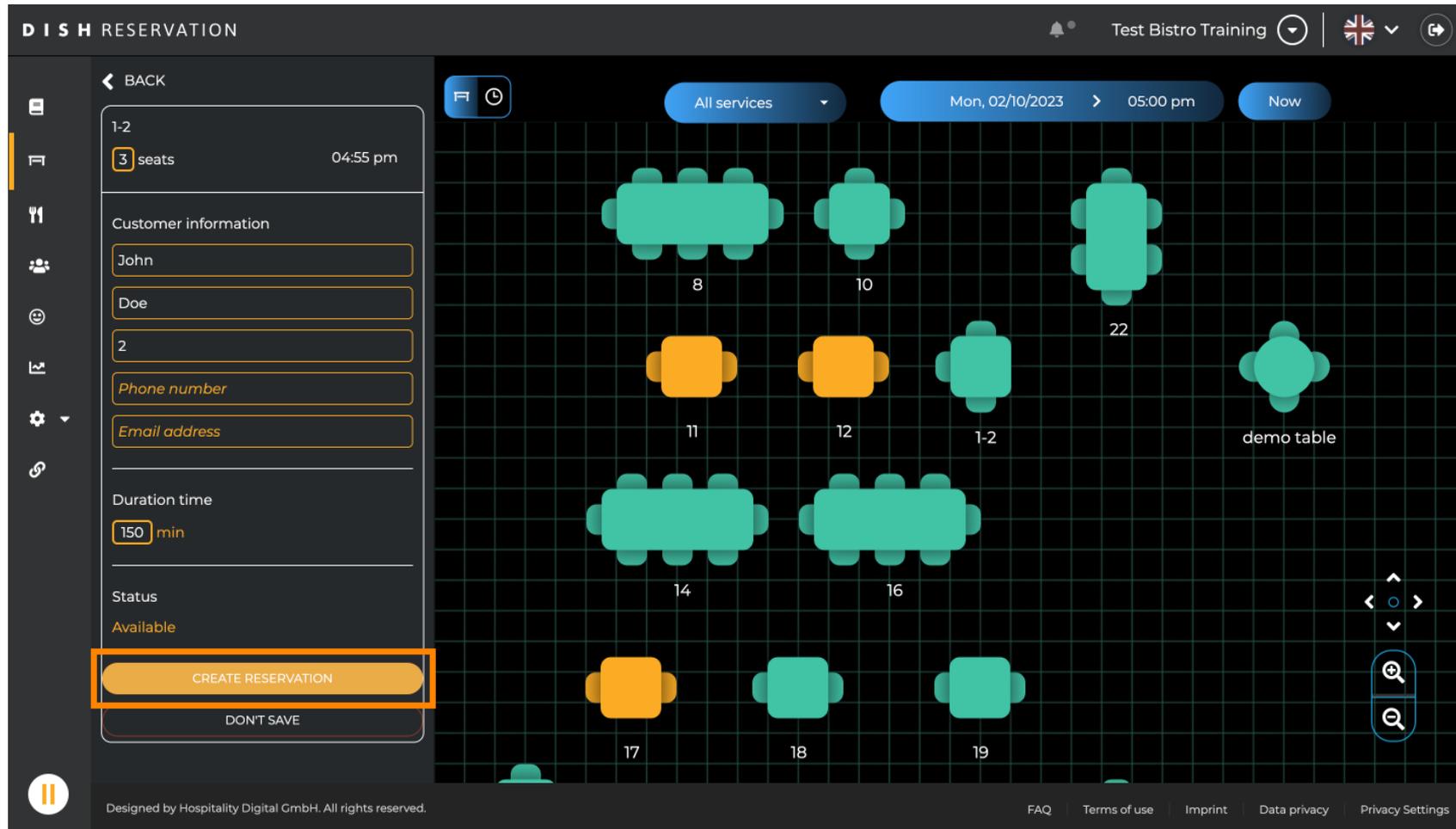




Successivamente, compila le **informazioni** necessarie. **Nota: il numero di telefono e l'indirizzo e-mail sono facoltativi.**

The screenshot displays the DISH RESERVATION app interface. On the left, a reservation form is visible with the following fields: "1-2" (party size), "3 seats" (number of seats), "04:55 pm" (time), "Customer information" (with sub-fields for First name, Last name, Party size, Phone number, and Email address), "Duration time" (150 min), "Status" (Available), and buttons for "CREATE RESERVATION" and "DON'T SAVE". The main area shows a grid of tables with various shapes and sizes, each labeled with a number (8, 10, 11, 12, 1-2, 14, 16, 17, 18, 19, 22) or "demo table". The top right corner shows "Test Bistro Training", a language selector (UK flag), and a refresh icon. The bottom right corner has navigation arrows and a search icon. The footer contains "Designed by Hospitality Digital GmbH. All rights reserved." and links for "FAQ", "Terms of use", "Imprint", "Data privacy", and "Privacy Settings".

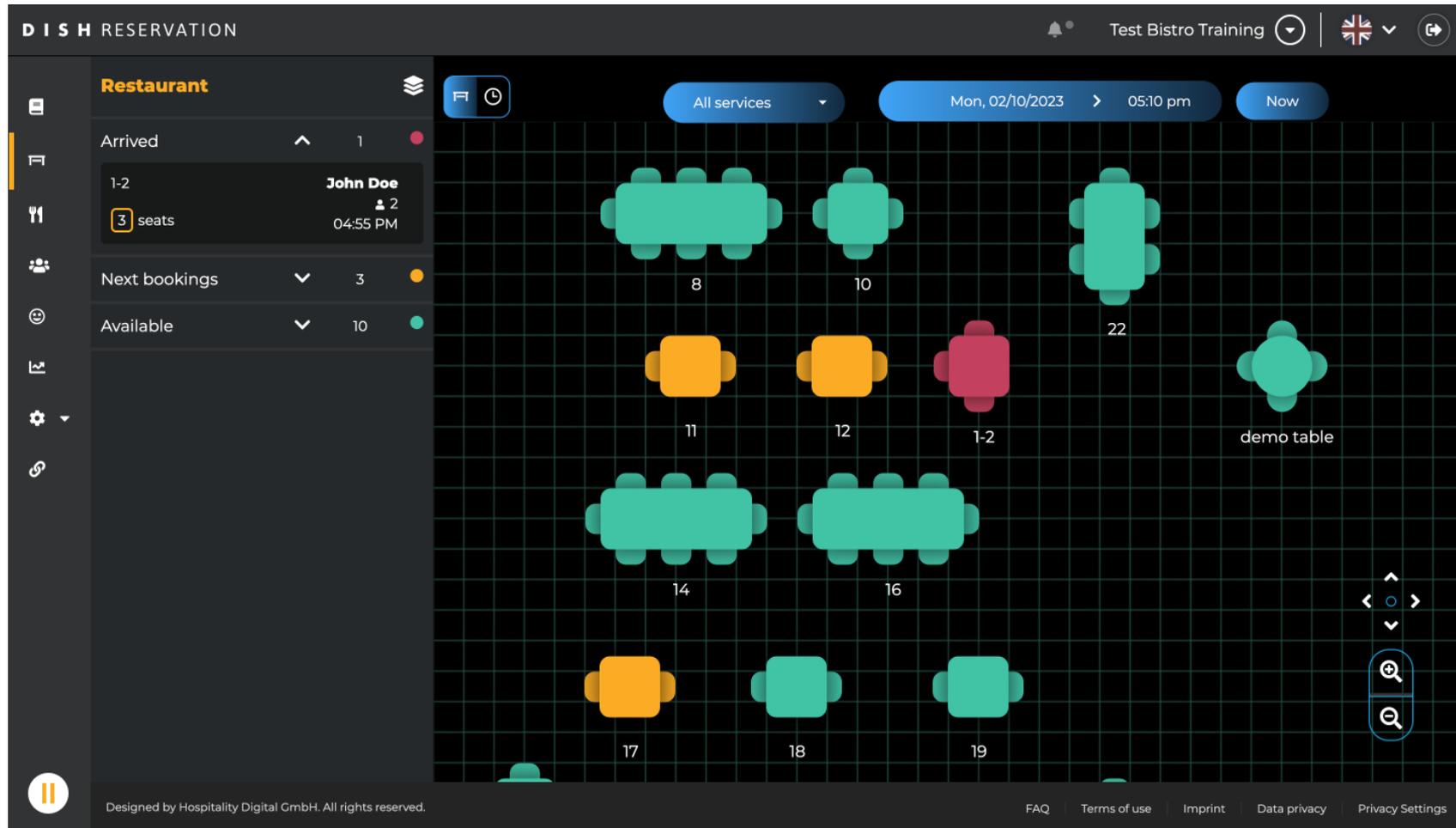
Quindi clicca su **CREA PRENOTAZIONE** per prenotare l'ingresso senza appuntamento.



Il tuo arrivo sarà quindi visibile nella sezione **Arrivati**.

The screenshot displays the DISH RESERVATION interface for 'Test Bistro Training'. The main area shows a grid of tables represented by icons and numbers: 8, 10, 22, 11, 12, 1-2, demo table, 14, 16, 17, 18, 19. A sidebar on the left is titled 'Restaurant' and contains a list of reservation statuses: 'Arrived' (1), 'Next bookings' (3), and 'Available' (10). The 'Arrived' section is highlighted with an orange border and shows details for a reservation: '1-2', 'John Doe', '3 seats', '2' people, and '04:55 PM'. The interface also includes a top navigation bar with 'All services', 'Mon, 02/10/2023', '05:10 pm', and 'Now' buttons, and a footer with 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.

 Ecco fatto. Hai completato il tutorial e ora sai come aggiungere ospiti walk-in alle tue prenotazioni.





Scansiona per andare al lettore interattivo