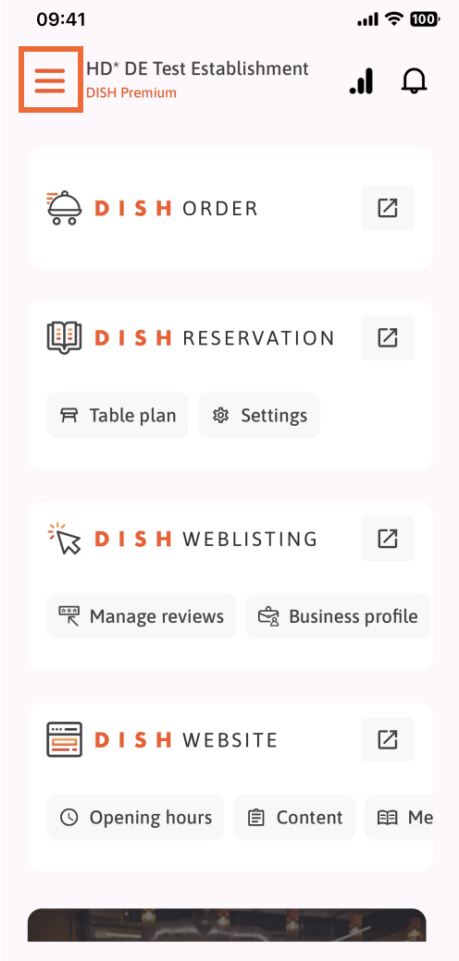
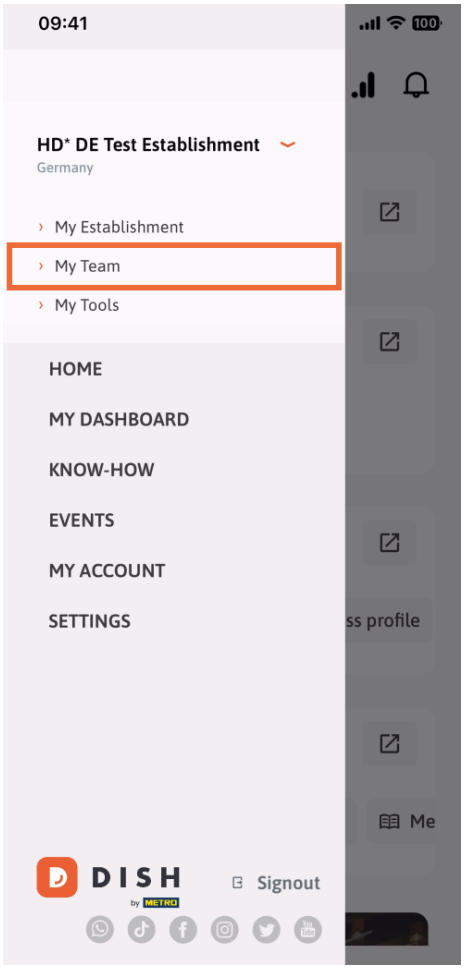
In this tutorial, you are going to learn how to manage team members in the DISH App. First open the DISH app on your mobile phone.

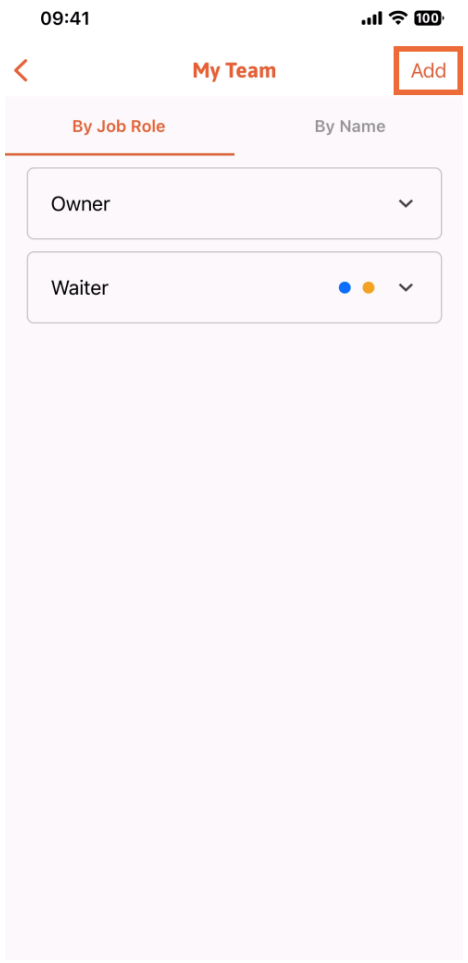
The next step is to open the menu by tapping on the menu icon.



You'll then have to tap on the My Team section.

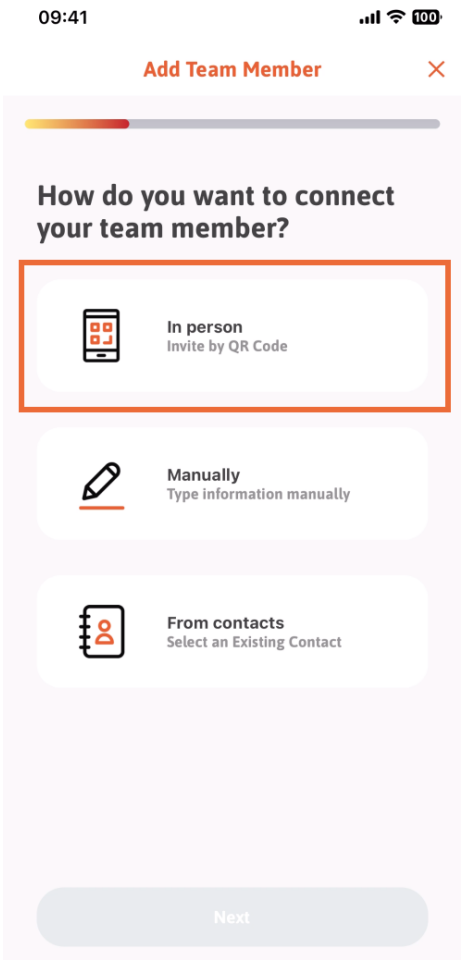


In the upper right corner you'll see an Add button, tap on it.

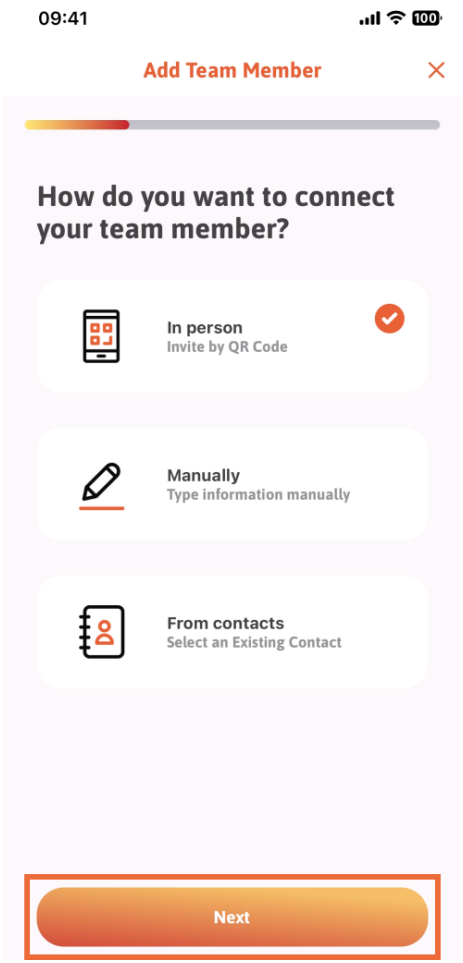


If you want to add a team member in person, you can generate a QR Code by tapping on the first section In person. Note: There are 3 ways in which you can add a new team member. We will explain them all in this tutorial.

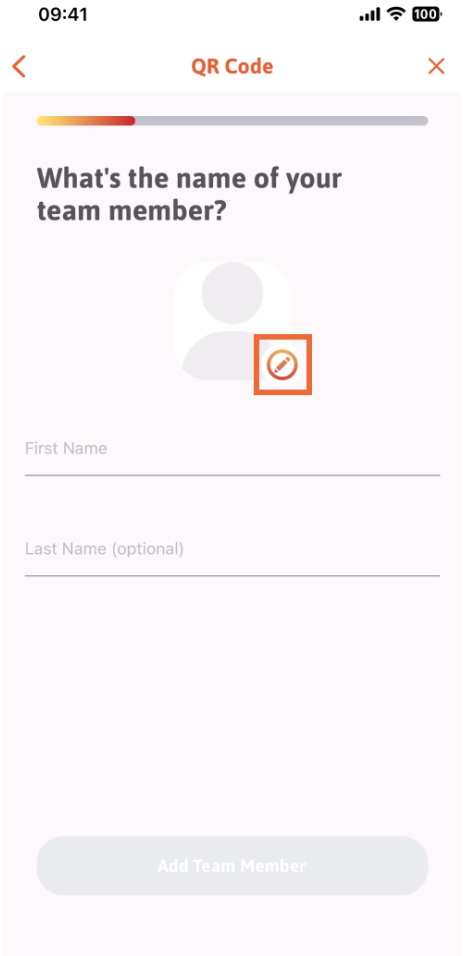
DISH App - Hoe teamleden beheren in de app - QR-code



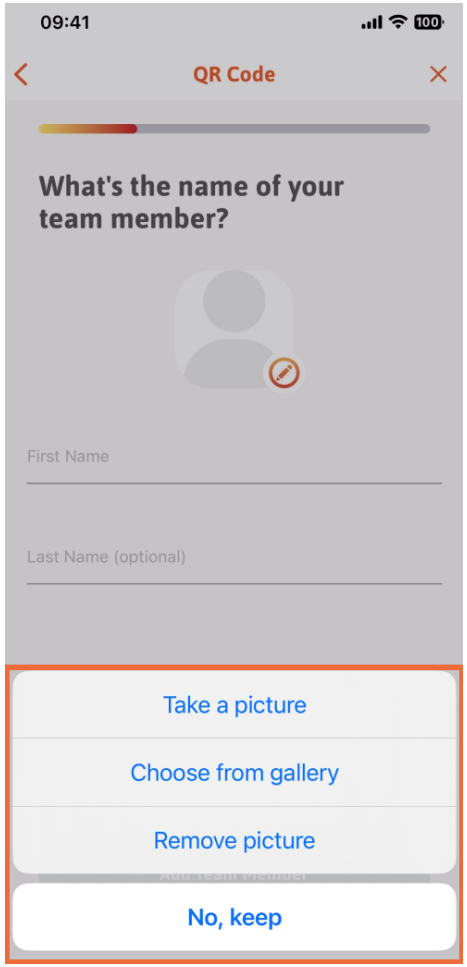
After you have selected the In person mode, you can click on Next.



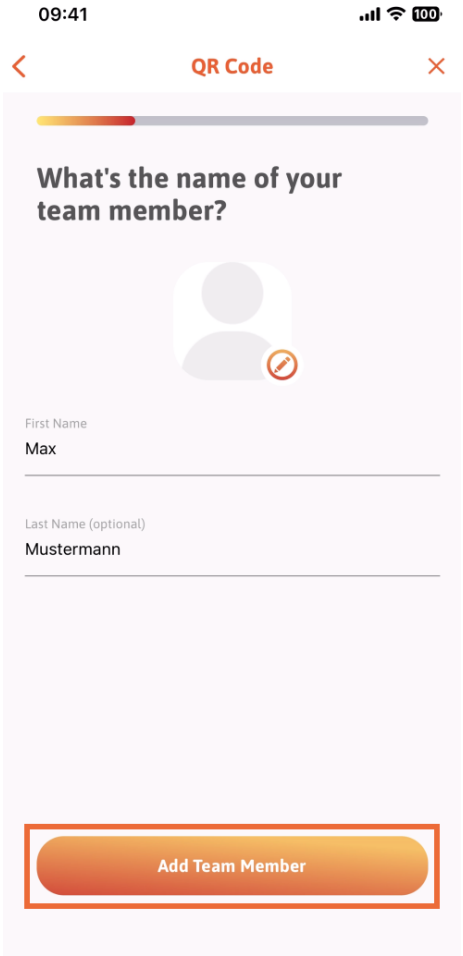
In the next step, you can now enter the details of the new member. If you click on the pencil icon on the profile picture, you can add a photo of the new member.



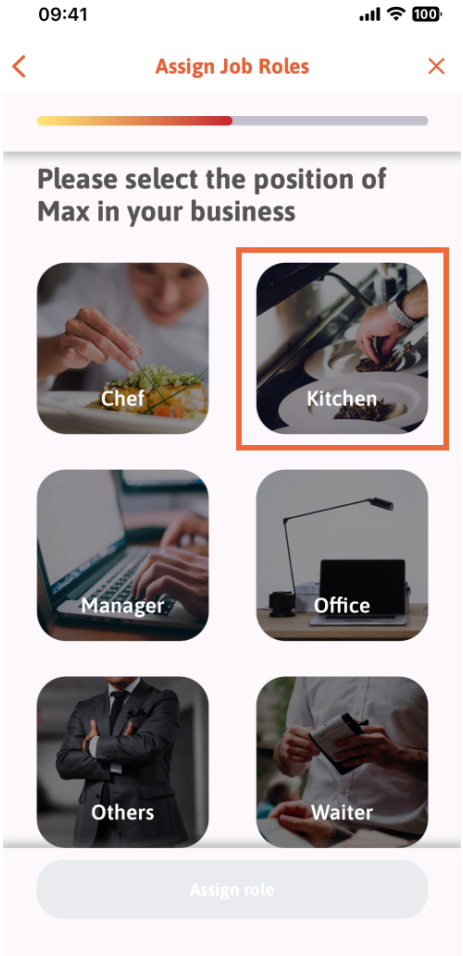
You can decide between Take a picture, Choose from gallery, Remove picture or dismiss though the button No, keep.



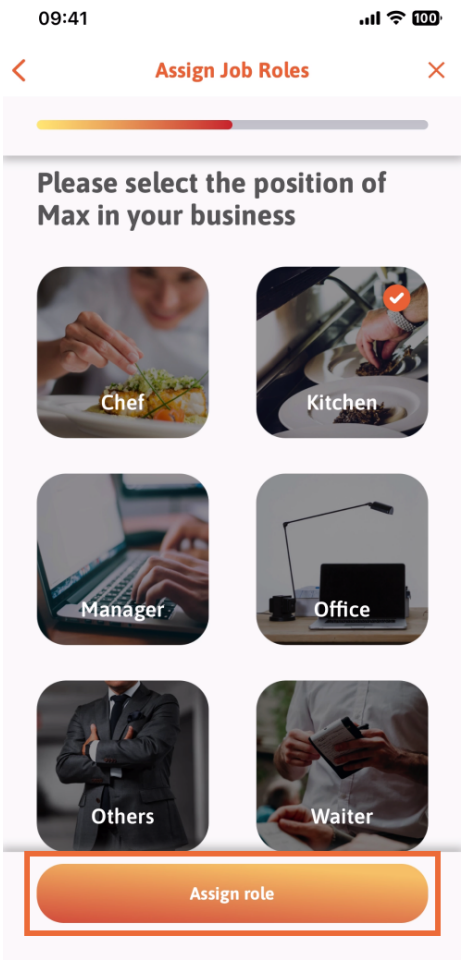
After filling in the First e the Last name, tap on Add Team Member. Note: Filling the Last Name section is optional.



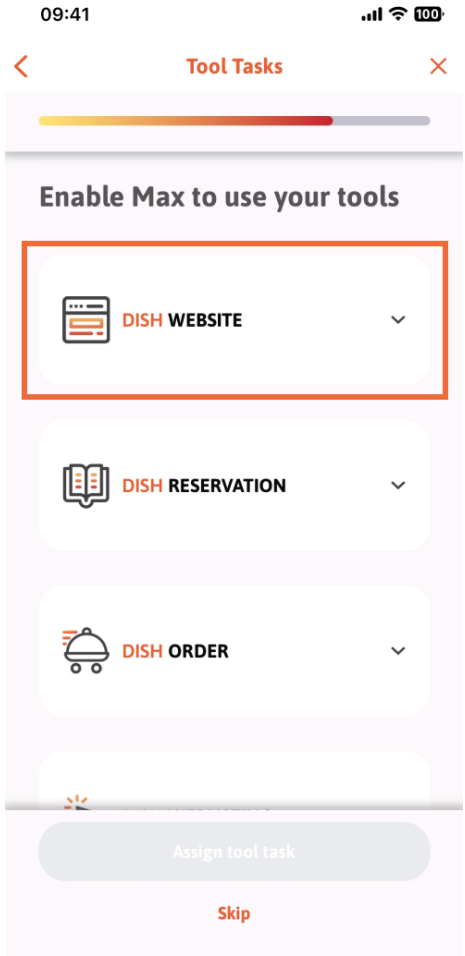
On the next step, you'll have to select the position your new member is occupying. We have selected, for example, Kitchen.



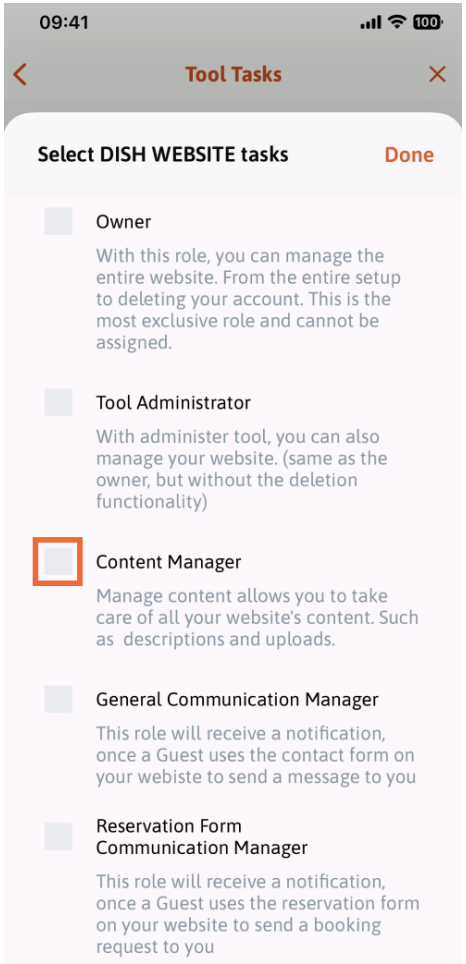
You'll then have to tap on Assign role.



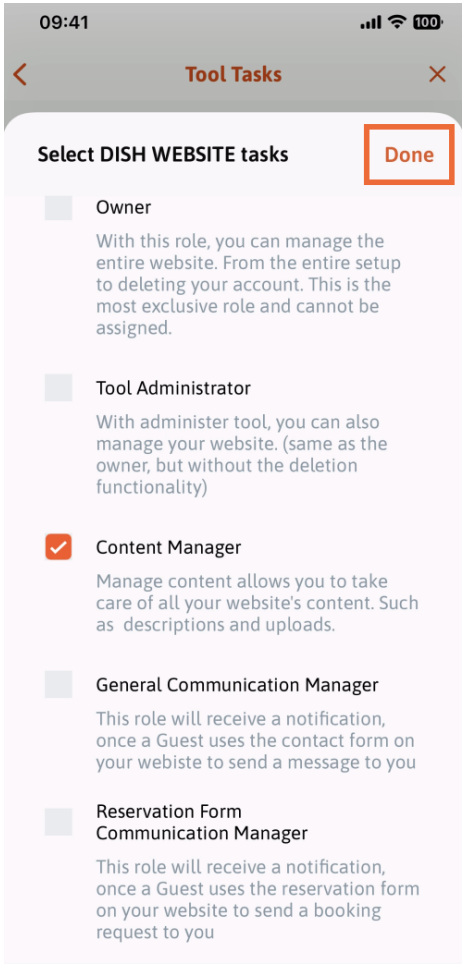
You can also choose which tools your new team member can use. If you decide he can use a tool on DISH Website, tap on it to move to the next section.



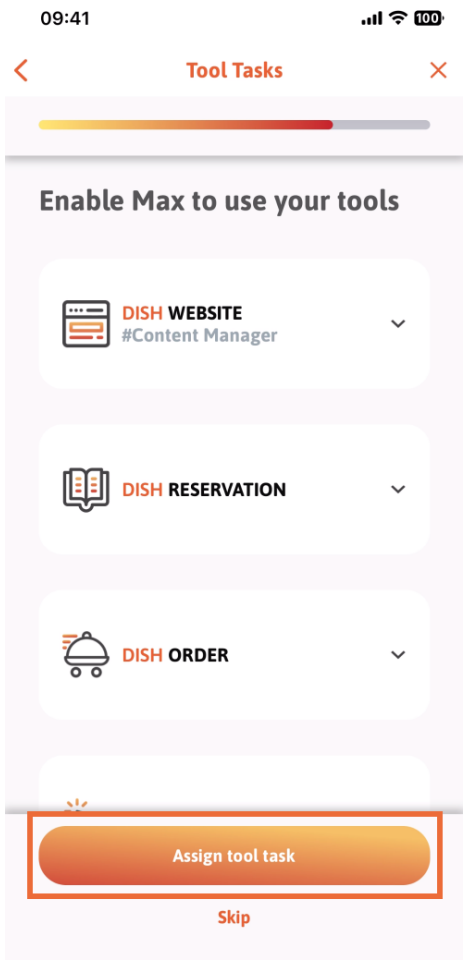
A drop-down menu is going to open, offering you different possibilities. In our case, we are going to select Content Manager.



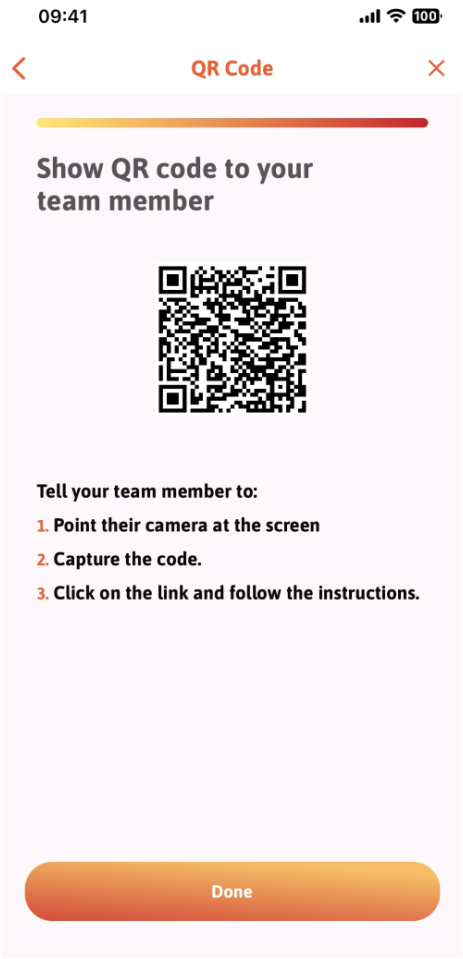
After you have selected the task, the corresponding square is going to become orange. You can click on Done.



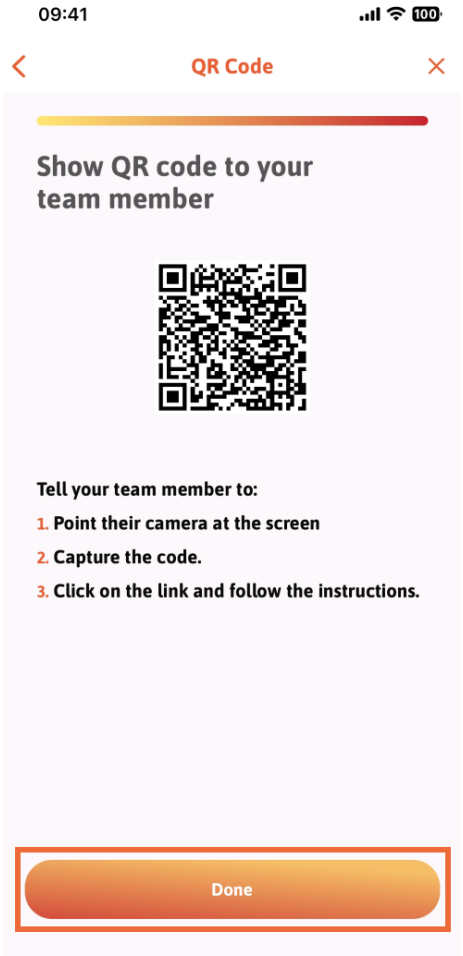
You can now click on Assign tool task.



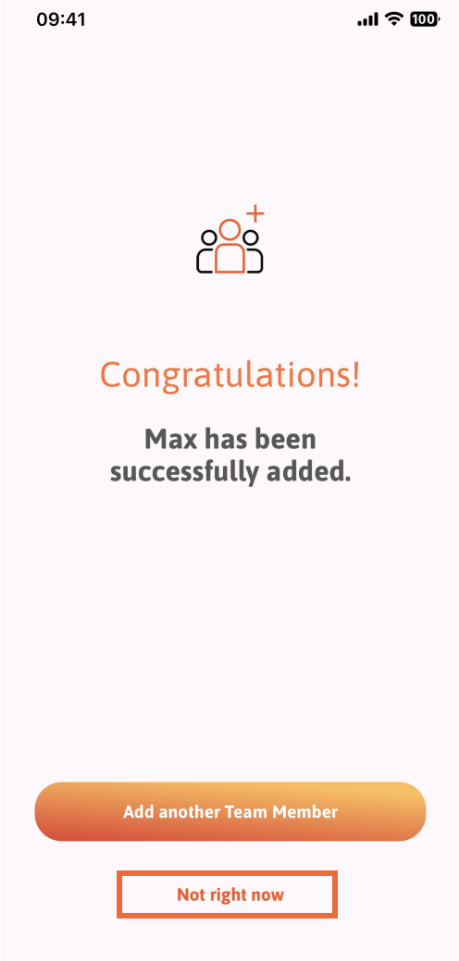
In this step, you can verify if the QR code has been successfully created.



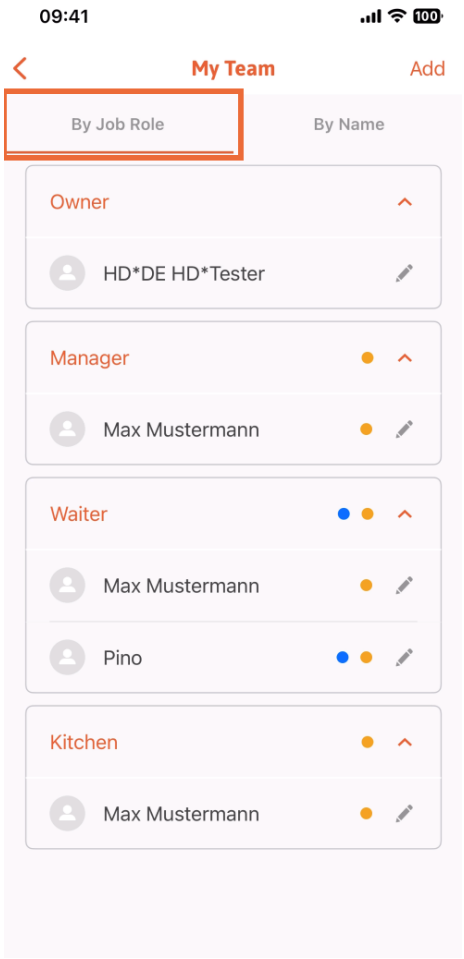
You have now created a new QR code that you can show to your new team member. You can click on Done.



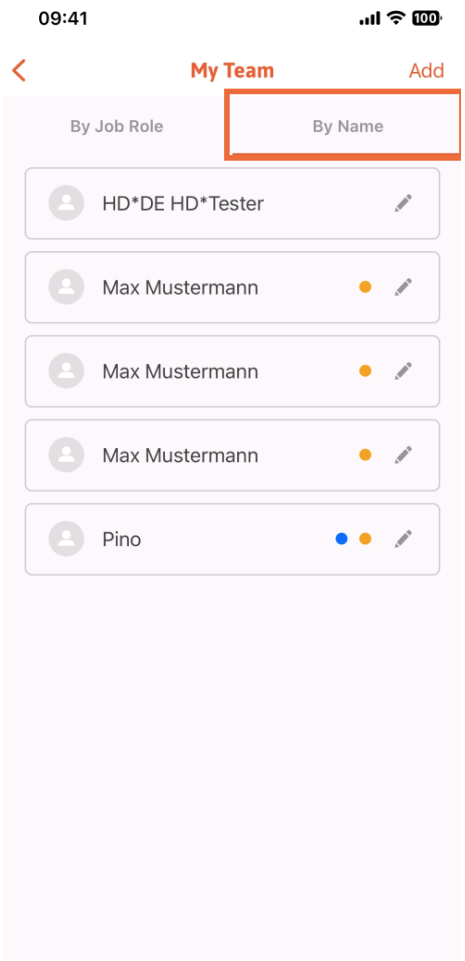
When you have successfully added your new team member, e you don't wish to add another one, you can click on Not right now.



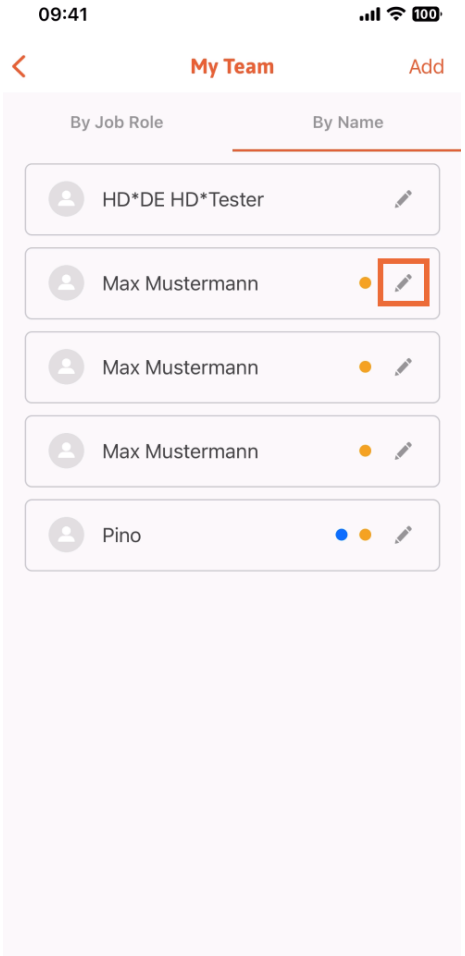
In the My Team section, you can visualize all your team members by the role, tapping on By Job Role.



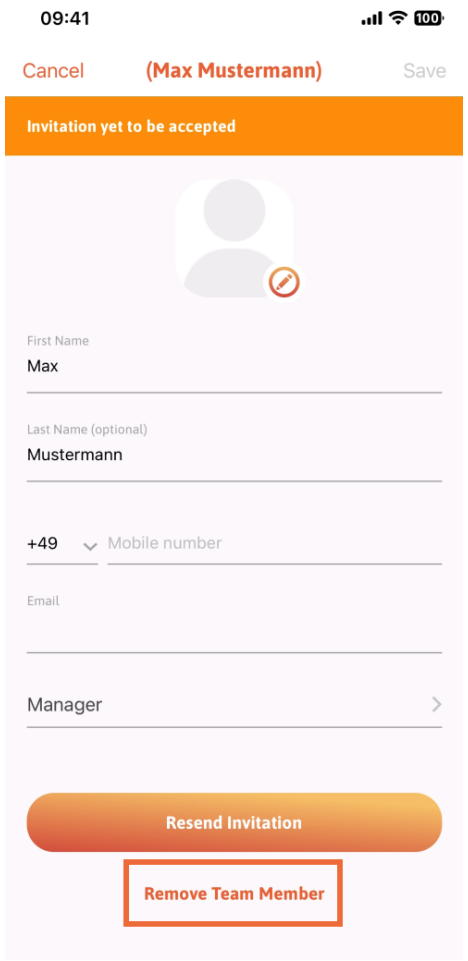
Or you can choose to visualize them tapping on By Name.



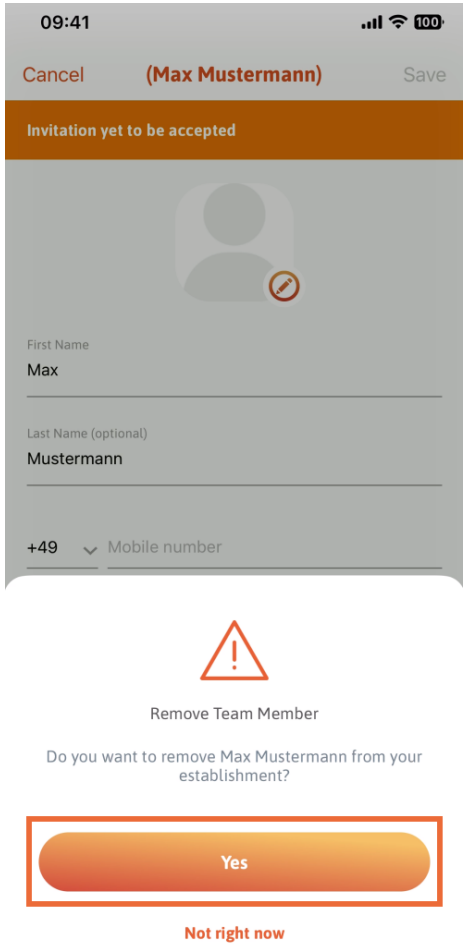
If you wish to edit a team member's information or remove them, you can click on the pencil icon on the right side of their name.



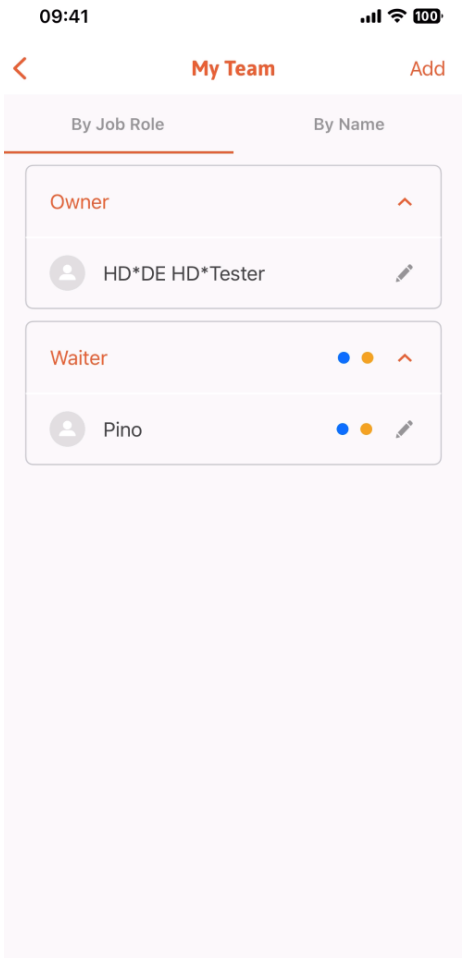
For removing this team member, you can click on the bottom on Remove Team Member.



If you choose so, a pop-up menu is going to ask you again if you are sure to remove this team member. Confirm, tapping on Yes.



That's it. You are done. You now know how to manage the teams' member in the app.



Scan om naar de interactieve speler te gaan