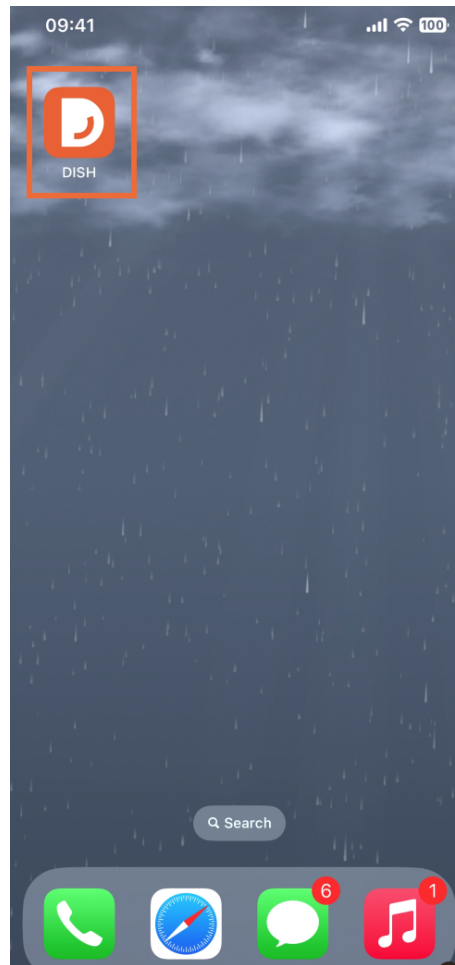
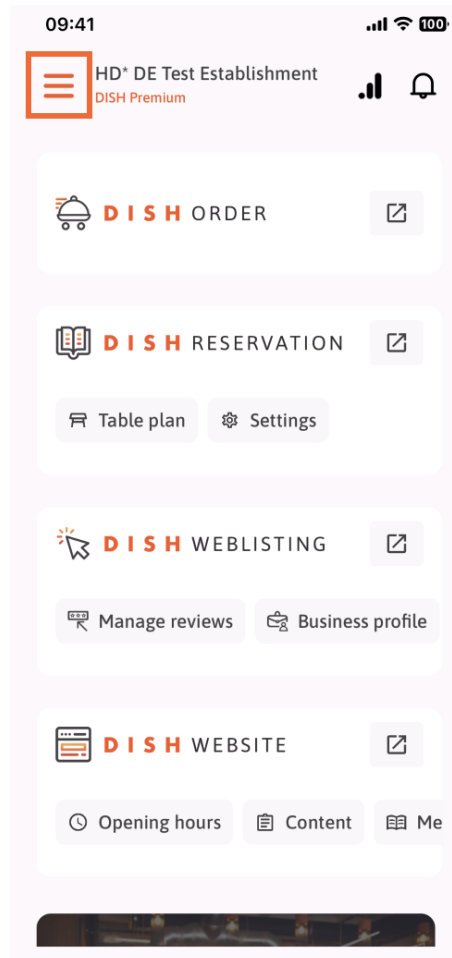


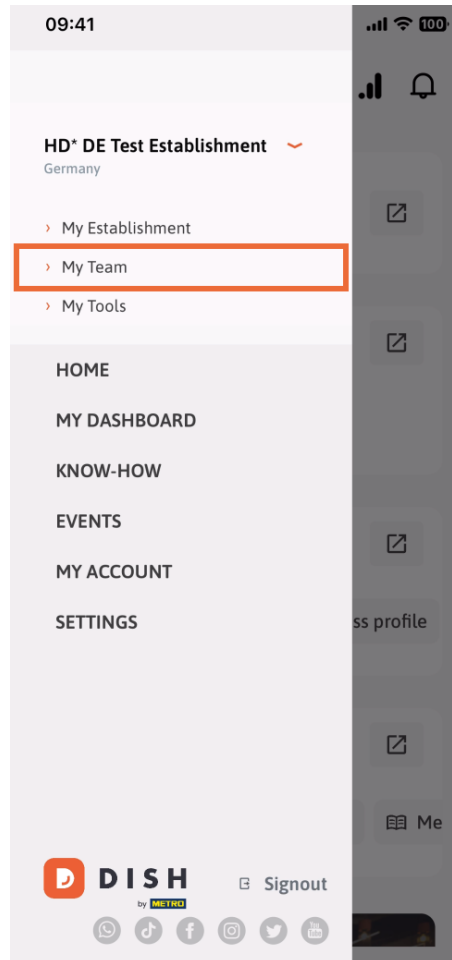
- 📱 In this tutorial, you are going to learn how to manage team members in the DISH App. First open the **DISH app** on your mobile phone.



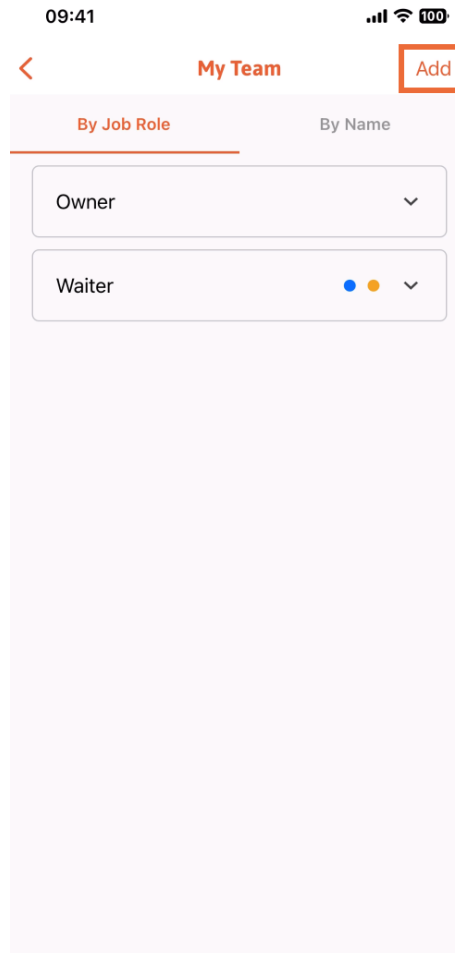
The next step is to open the menu by tapping on the **menu icon**.



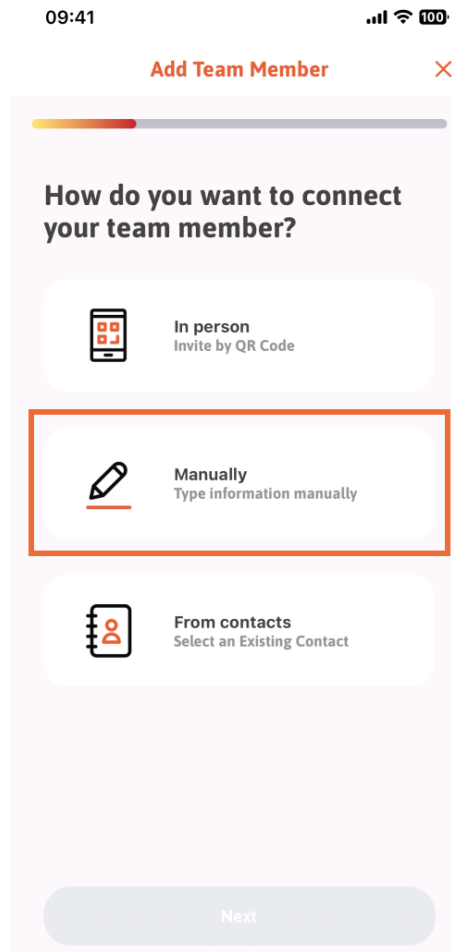
You'll then have to tap on the **My Team** section.



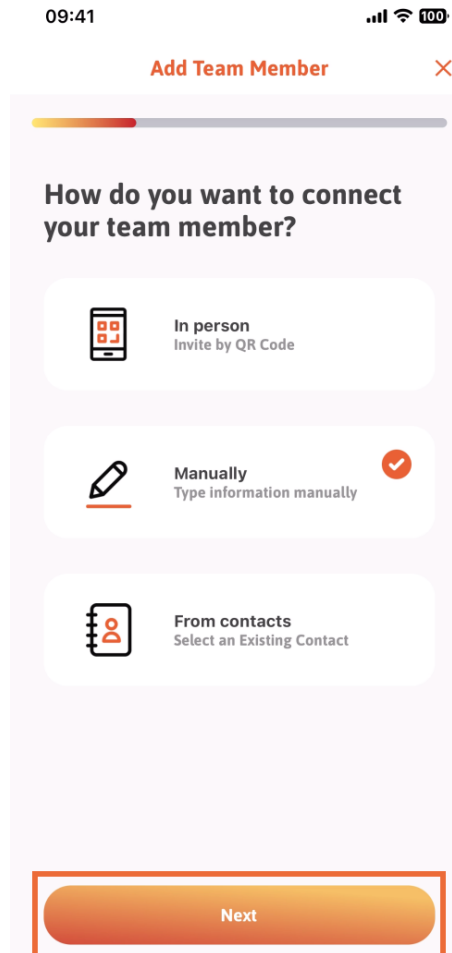
In the upper right corner you'll see an **Add** button, tap on it.



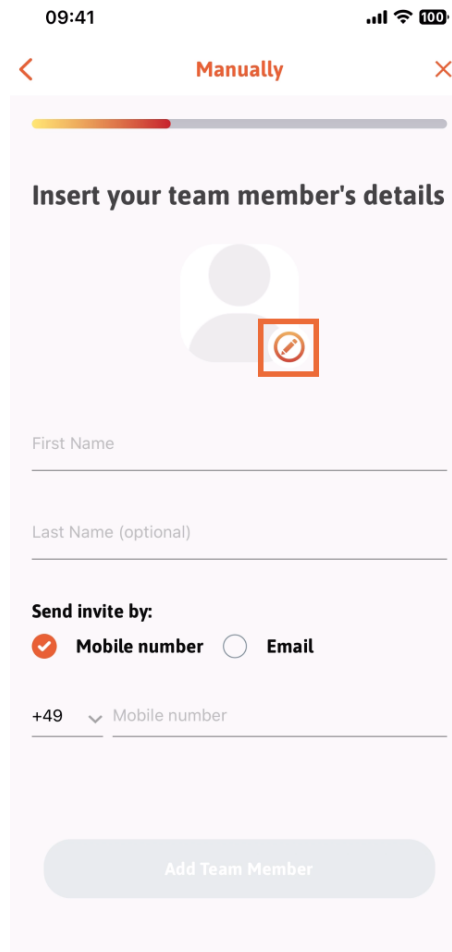
- 1 The second way you can use for adding a new team member is to type the information manually, tapping on **Manually**.



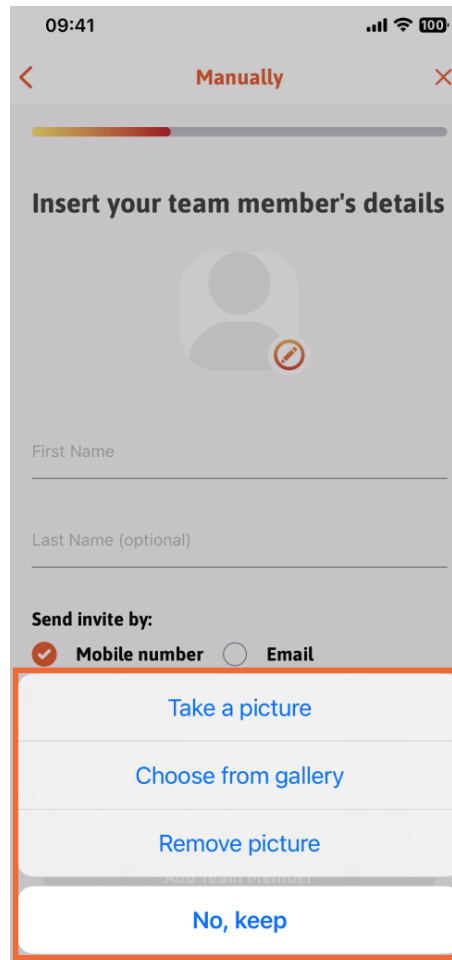
You can then tap on **Next**.



- In this section, you can insert the new member information. If you tap 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 through the button **No, keep**.



You can decide if you want to send the invite by **mobile number** or **email**.

The screenshot shows the 'Manually' screen in the DISH app. At the top, the time is 09:41 and the battery is at 100%. The screen has a back arrow on the left and a close 'X' on the right. Below the title 'Manually' is a progress bar. The main heading is 'Insert your team member's details'. There is a placeholder for a profile picture with a red 'X' icon. Below this are two text input fields: 'First Name' with the value 'Max' and 'Last Name (optional)' with the value 'Mustermann'. A section titled 'Send invite by:' is highlighted with an orange border, containing two radio button options: 'Mobile number' (which is selected) and 'Email'. Below this is a field for a phone number with the prefix '+49' and a dropdown menu set to 'Mobile number'. At the bottom is a grey button labeled 'Add Team Member'.

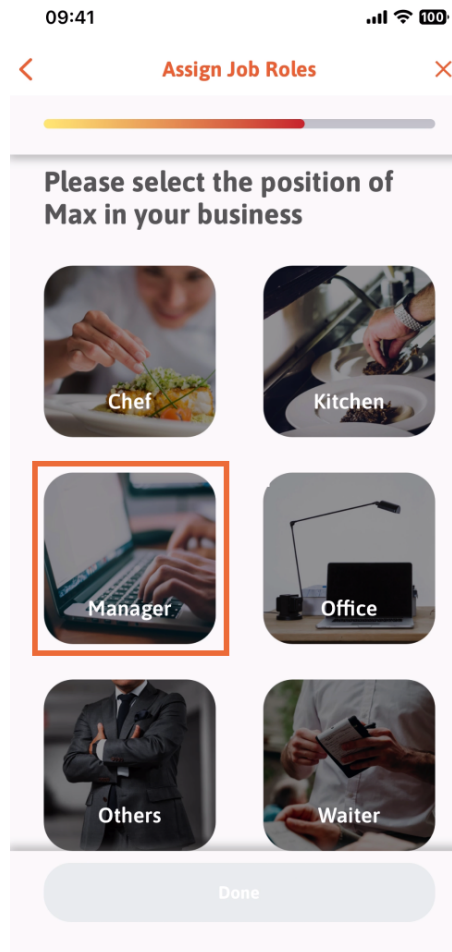
If you tap on **email**, you are also required to fill in the **email information**.

The screenshot shows the 'Manually' screen in the DISH app. At the top, the time is 09:41 and the battery is at 100%. The screen title is 'Manually'. Below the title is a progress bar and the instruction 'Insert your team member's details'. There is a placeholder for a profile picture with a red 'X' icon. The form fields are: 'First Name' with the value 'Max', and 'Last Name (optional)' with the value 'Mustermann'. Under 'Send invite by:', there are two radio buttons: 'Mobile number' (unselected) and 'Email' (selected). Below the 'Email' radio button is a text input field for the email address, which is highlighted with a red border. At the bottom of the screen is a button labeled 'Add Team Member'.

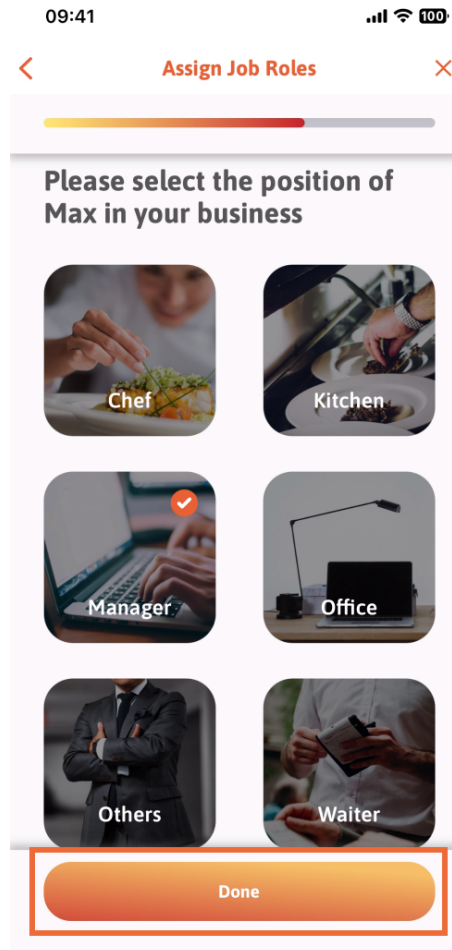
- After you have successfully filled in the email, a green check is going to appear on the right. You can now move on, clicking on **Add Team Member**.

The screenshot shows the 'Manually' screen in the DISH app. At the top, the time is 09:41 and the battery is at 100%. The screen title is 'Manually'. Below the title is a progress bar and the instruction 'Insert your team member's details'. There is a placeholder for a profile picture with a red checkmark icon. The form fields are: 'First Name' with the value 'Max', 'Last Name (optional)' with the value 'Mustermann', 'Send invite by:' with radio buttons for 'Mobile number' and 'Email' (the 'Email' option is selected with a red checkmark), and 'Email' with a blurred address and a green checkmark on the right. At the bottom, there is a large orange button labeled 'Add Team Member' which is highlighted with a red border.

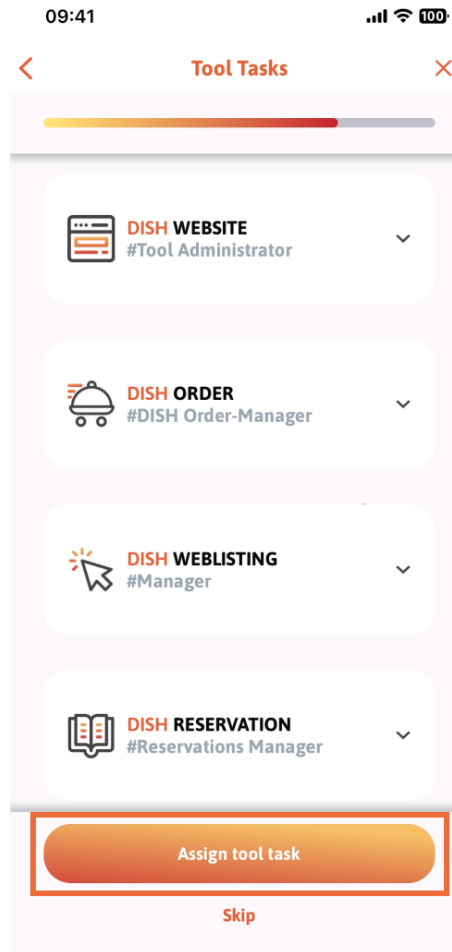
- On the next step, you'll have to select the **position** your new member is occupying. We have selected, for example, **Manager**.



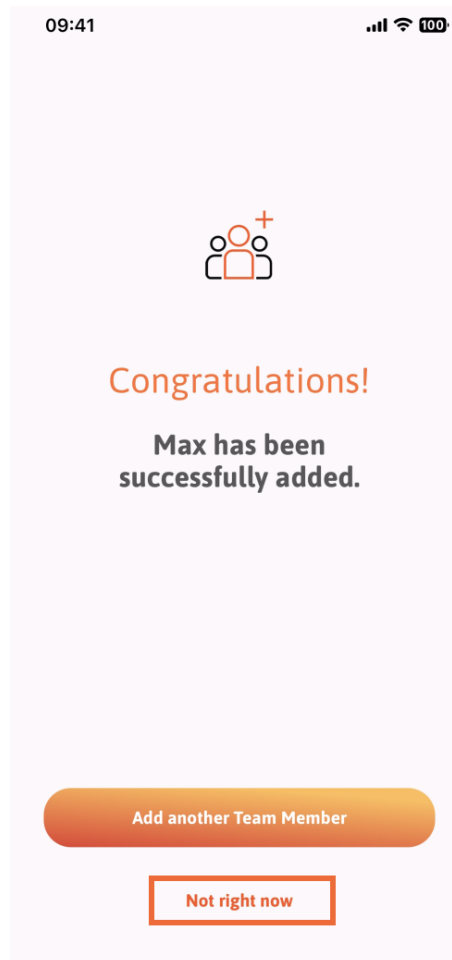
After you have selected the position, you can click on **Done**.



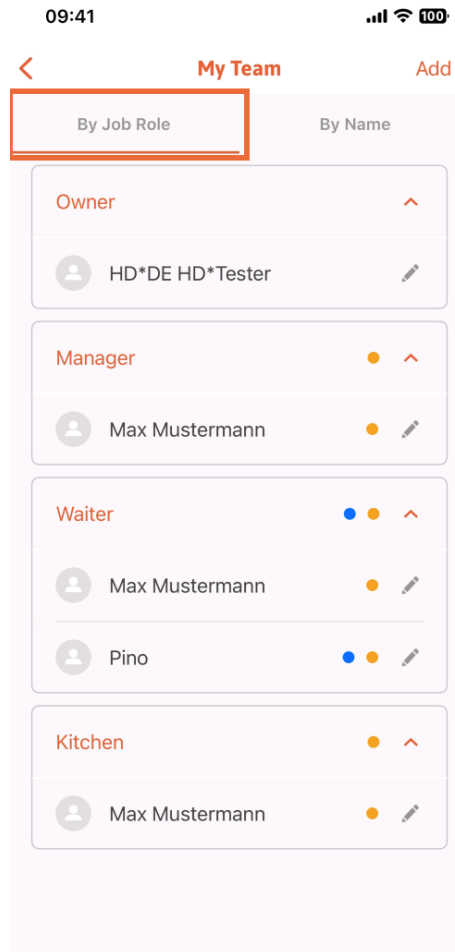
In the next section, you are going to see all the tool tasks he is allowed to do. Click on **Assign tool task**.



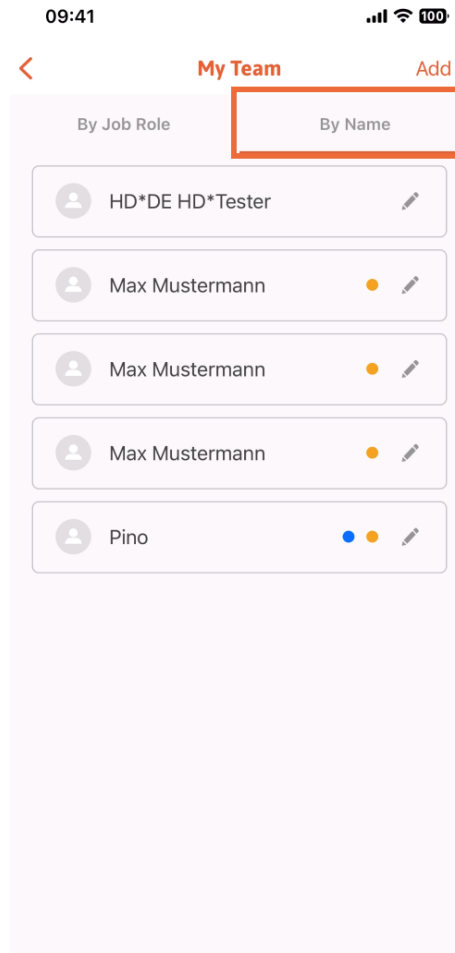
- When you have successfully added your new team member, and you don't wish to add another one, you can click on **Not right now**.



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

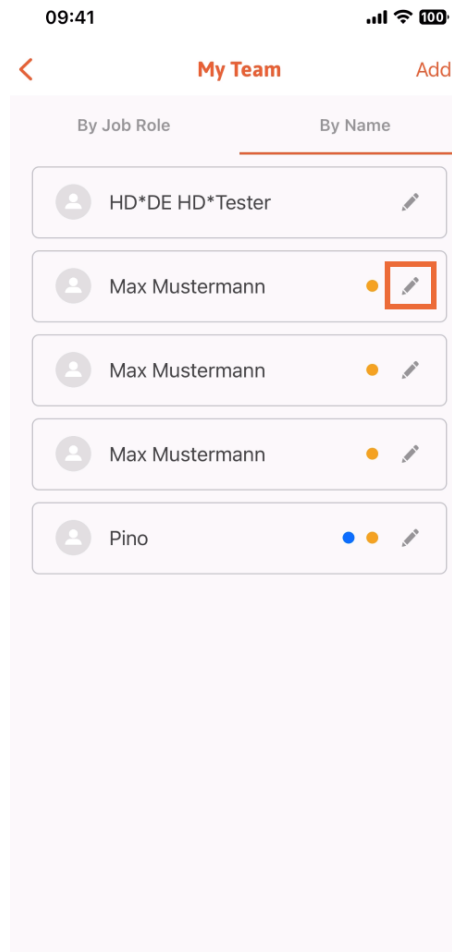


Or you can choose to visualize them tapping on **By Name**.

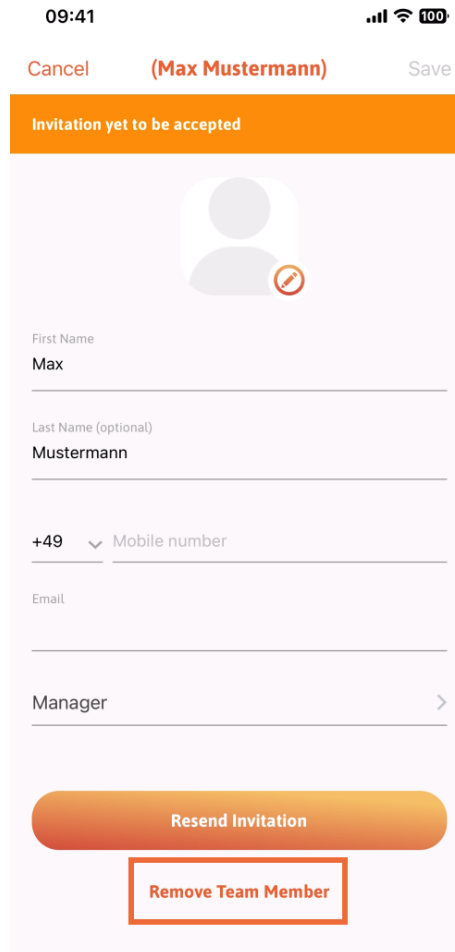




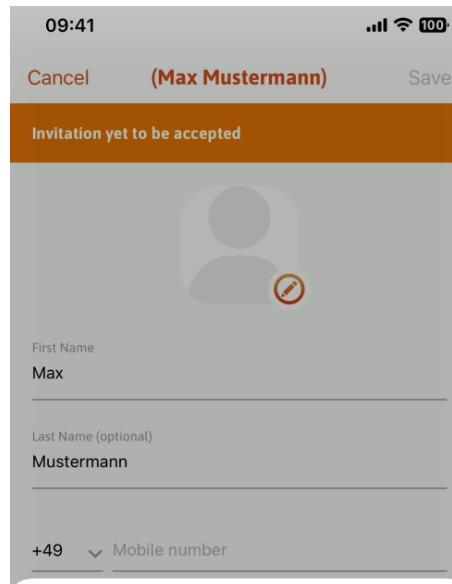
If you wish to edit a team member's information or remove them, you can click on the **pencil icon** on the right side of their name.



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**.



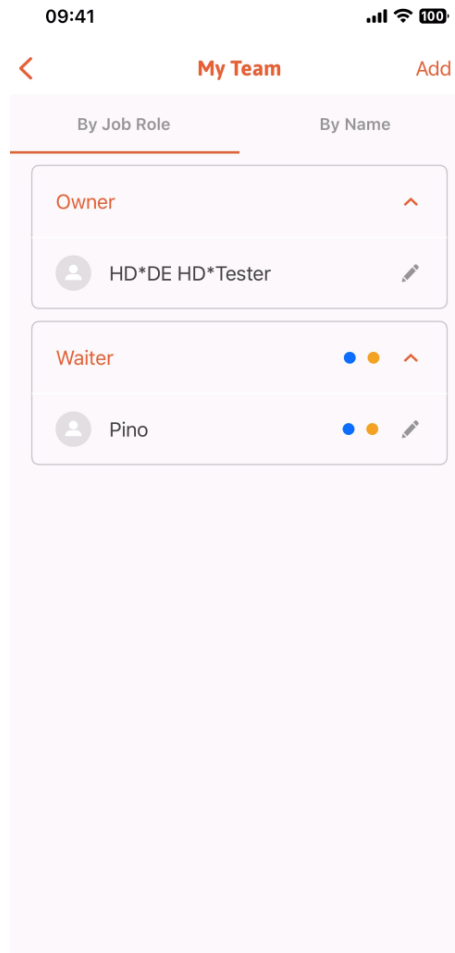
Remove Team Member

Do you want to remove Max Mustermann from your establishment?



Not right now

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





Scan to go to the interactive player