



Willkommen im Dashboard von **DISH Reservation**. In diesem Tutorial zeigen wir Ihnen, wie Sie nach Gästen suchen und die mit einem Gast verknüpften Reservierungen anzeigen.

DISH RESERVATION

Test Restaurant - Test

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](#)

< Fri, 13 Oct - Fri, 13 Oct >

You have no limits configured for the selected date. [Add a new limit](#)

☐ All ☐ Completed ☒ Upcoming ☐ Cancelled

📅 0 👤 0 🍴 0/5

No reservations available

Print

Too many guests in house? Pause online reservations

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Gehen Sie zunächst im Menü links zu „Gäste“.

The screenshot displays the DISH Reservation Admin Panel interface. The left sidebar contains a menu with the following items: Reservations, Table plan, Menu, **Gäste** (highlighted with an orange box), Feedback, Reports, Settings, and Integrations. The main content area shows a header 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 two buttons: "WALK-IN" and "ADD RESERVATION". Below this is a date selector showing "Fri, 13 Oct - Fri, 13 Oct". A message states "You have no limits configured for the selected date." with an "Add a new limit" button. A filter bar shows "All", "Completed", "Upcoming" (selected), and "Cancelled", along with counts: 0, 0, and 0/5. The main content area displays a large empty box with a magnifying glass icon and the text "No reservations available". At the bottom, there is a "Print" button, a "Too many guests in house? Pause online reservations" warning, and a footer with "Designed by DISH Digital Solutions GmbH. All rights reserved." and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.



Sie befinden sich nun in der Übersicht Ihrer Gästedatenbank.

DISH RESERVATION


Test Restaurant - Test




Reservations

Table plan

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Integrations

In accordance with legal regulations, we store your guest data for one year from the last reservation. You have the possibility to download your guest data. Please note that as per data privacy laws, it may not be legal to use their contact information for offers & promotions. Please check with the local laws before proceeding.

SEARCH

First name	Last name	Visits	Email	Phone number	Customer since	
Jane	Doe	-			13/10/2023	View
John	Doe	-			13/10/2023	View

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Um einen bestimmten Gast zu finden, verwenden Sie die **Suchleiste** und geben Sie dessen Namen oder E-Mail-Adresse ein.

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- Guests**
- Feedback
- Reports
- Settings
- Integrations

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Klicken Sie anschließend auf **SUCHEN** , um die Ergebnisse zu Ihrer Eingabe anzuzeigen.

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Nachfolgend werden dann alle Gäste mit ihren angezeigten Informationen aufgelistet.

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Um weitere Informationen zum Gast sowie den Reservierungsverlauf anzuzeigen, klicken Sie auf **Anzeigen**.

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Anschließend werden Ihnen die Informationen zum Gast angezeigt und Sie können weitere hinzufügen.

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Guest information

Doe, Jane

Customer since 13/10/2023

Internal guest note
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

Reservation history

Date	Time	Pax	Occasion	Status	Food	Service
19/10/2023	02:30 PM	4		Confirmed		

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Wenn Sie die Angaben angepasst haben, klicken Sie auf **SPEICHERN** , um die Änderungen zu übernehmen.

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Guest information

Doe, Jane
Customer since 13/10/2023

Internal guest note

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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

Reservation history

Date	Time	Pax	Occasion	Status	Food	Service
19/10/2023	02:30 PM	4		Confirmed		



Um Informationen zum Reservierungsverlauf anzuzeigen, scrollen Sie zum Ende der Seite.

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Internal guest note

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☐ Sesame
☐ Nuts
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Diet

☐ Gluten-free
☐ Halal
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SAVE

Reservation history

Date	Time	Pax	Occasion	Status	Food	Service
19/10/2023	02:30 PM	4		Confirmed		

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Wenn Sie mit der Überprüfung der Informationen zum Gast fertig sind, klicken Sie auf **Zurück**, um zur Übersicht zurückzukehren.

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Guest information

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Customer since 13/10/2023

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Allergies

☐ Gluten
☐ Sesame
☐ Nuts
☐ Crustacean
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Diet

☐ Gluten-free
☐ Halal
☐ Kosher
☐ Lactose-free
☐ Vegan
☐ Vegetarian

Back

SAVE

Reservation history

Date	Time	Pax	Occasion	Status	Food	Service
19/10/2023	02:30 PM	4		Confirmed		

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Zurück in der Übersicht haben Sie die Möglichkeit, Kundendaten herunterzuladen. Entweder die Daten aller Kunden, Gästedaten der letzten vier Wochen oder Daten der Newsletter-Kunden.

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Klicken Sie einfach auf den entsprechenden **Button** , von dem Sie die Daten haben möchten. Anschließend startet der Download.

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Das war's. Sie haben das Tutorial abgeschlossen und wissen nun, wie Sie nach Gästen suchen und die mit einem Gast verknüpften Reservierungen anzeigen können.

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Scannen, um zum interaktiven Player zu gelangen