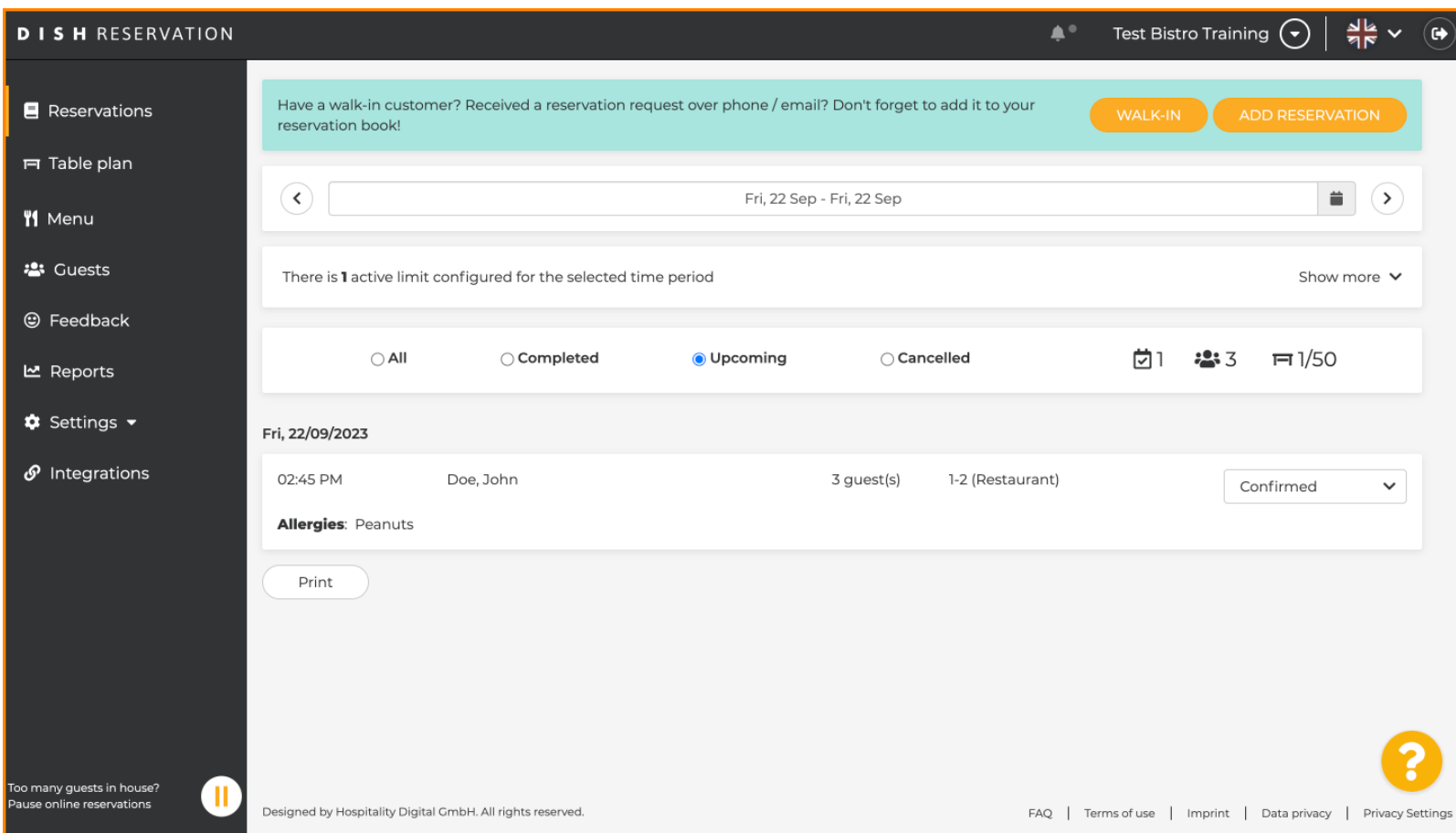


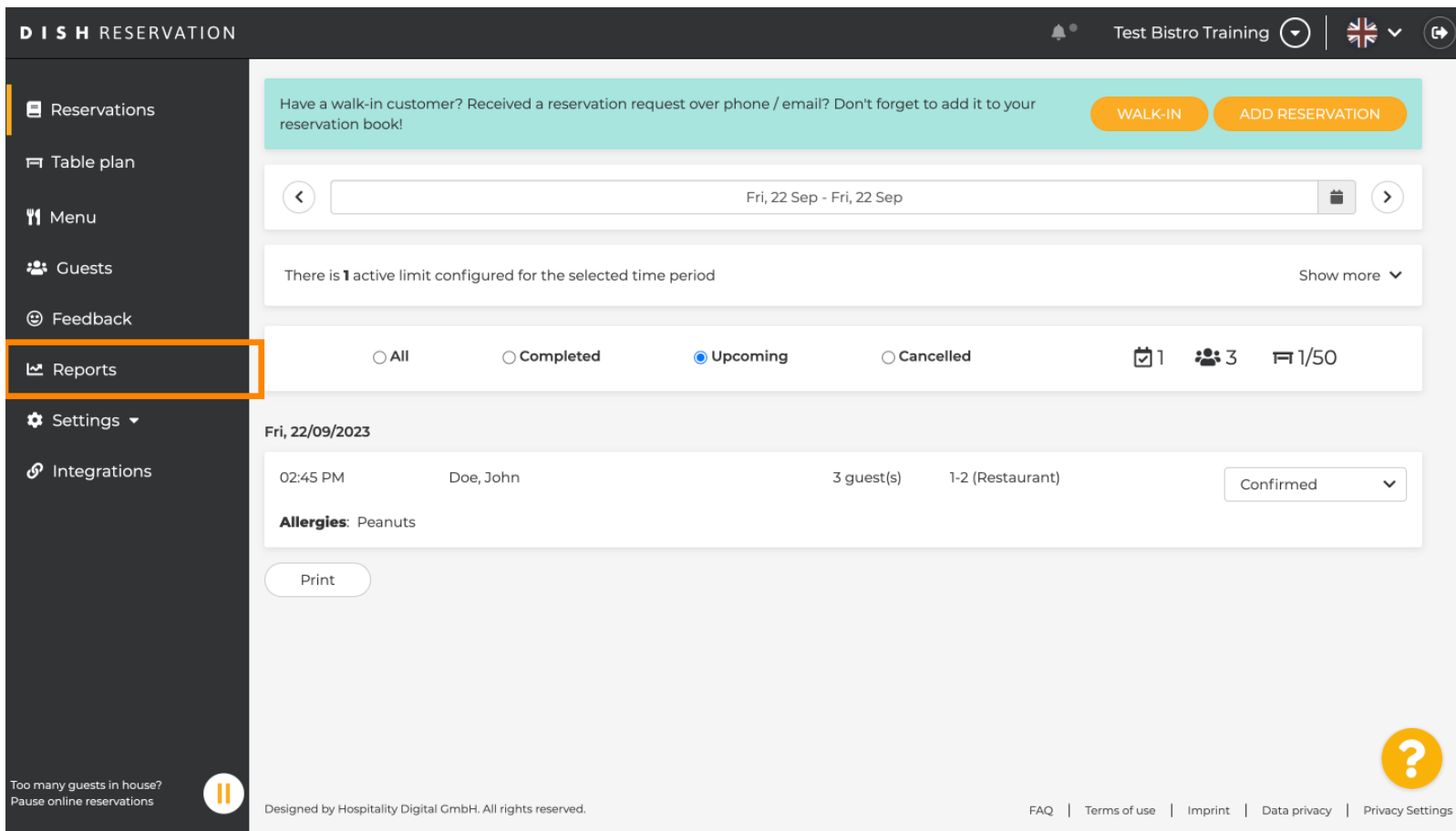


Bem-vindo ao **painel de reservas do DISH**. Neste tutorial, daremos uma visão geral da função de relatórios.



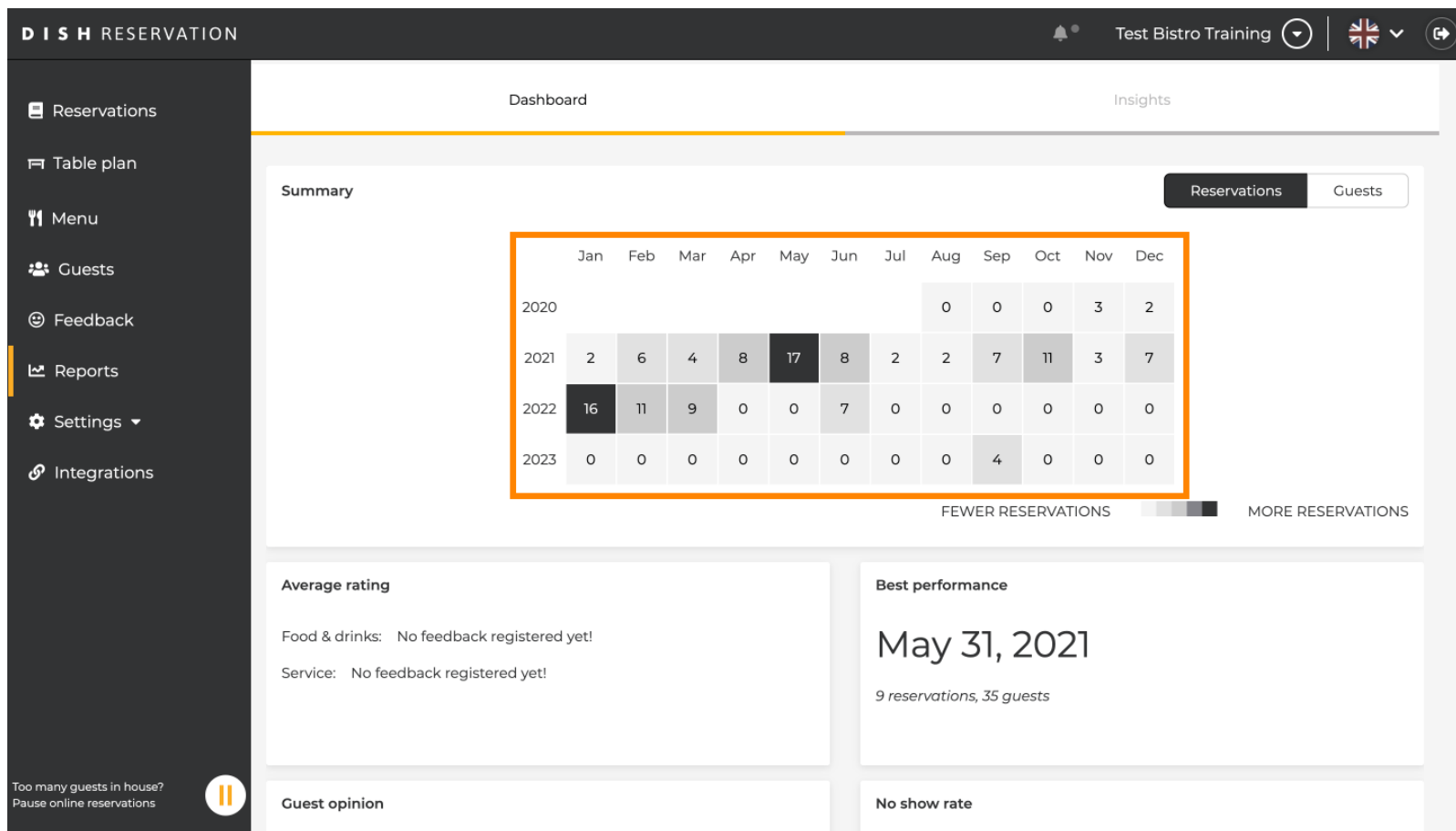
The screenshot displays the DISH RESERVATION administration interface. On the left is a dark sidebar with navigation links: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area has a dark header with the title 'DISH RESERVATION', a user profile 'Test Bistro Training', a language selector (UK flag), and a refresh icon. Below the header is a light blue banner with a message about walk-in customers and two buttons: 'WALK-IN' and 'ADD RESERVATION'. A date range selector shows 'Fri, 22 Sep - Fri, 22 Sep'. A summary bar indicates '1 active limit configured for the selected time period' with a 'Show more' link. Filter tabs include 'All', 'Completed', 'Upcoming' (selected), and 'Cancelled'. Summary statistics show 1 calendar icon, 3 people icon, and 1/50 table icon. A reservation card for 'Fri, 22/09/2023' at '02:45 PM' for 'Doe, John' (3 guests, 1-2 Restaurant) is shown with a 'Confirmed' status and 'Allergies: Peanuts'. A 'Print' button is below the card. At the bottom left, a warning says 'Too many guests in house? Pause online reservations' with a pause icon. The footer contains 'Designed by Hospitality Digital GmbH. All rights reserved.', a help icon, and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.

Para acessar os dados, clique em **Relatórios** no menu à esquerda.



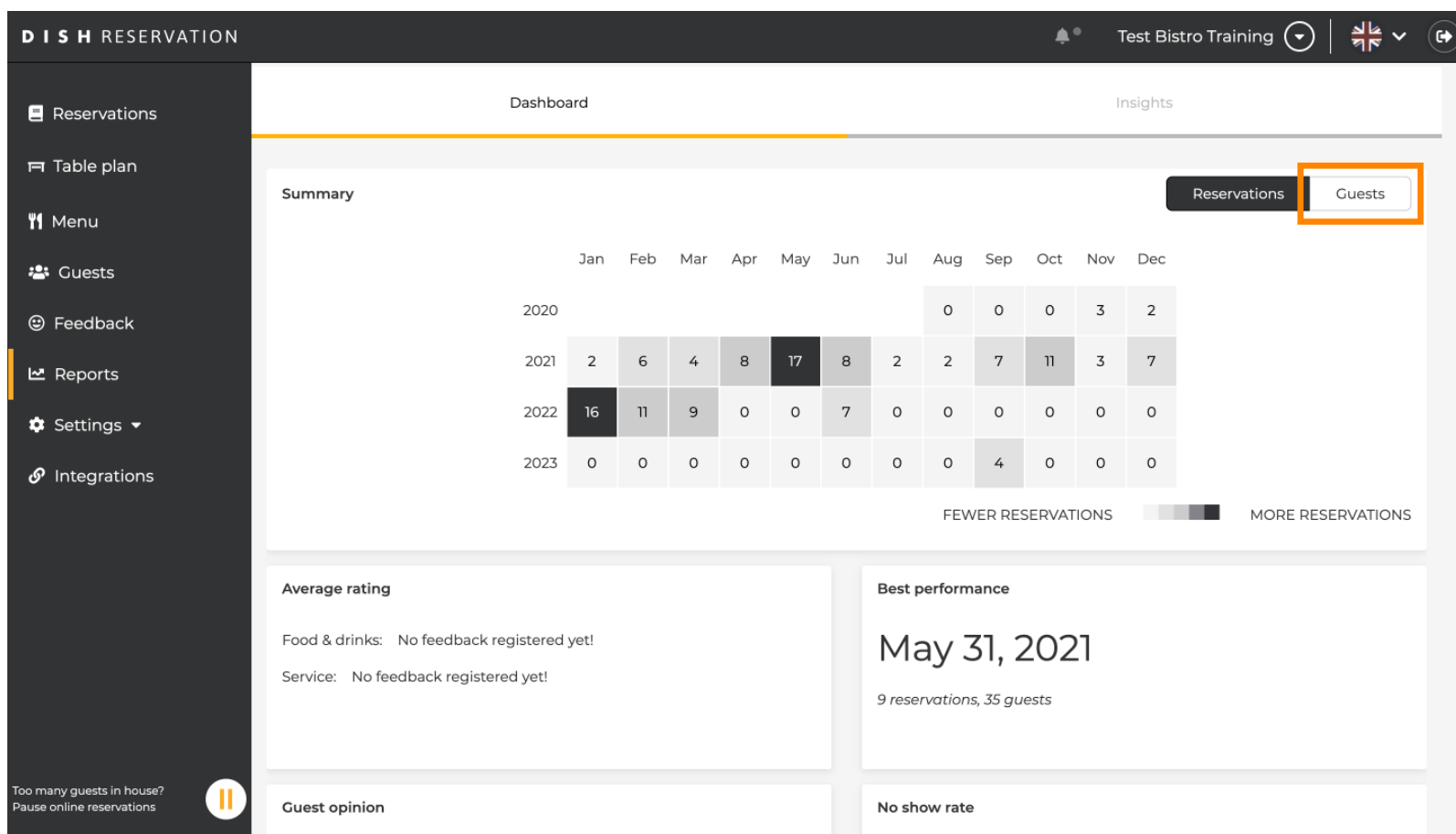
The screenshot displays the DISH RESERVATION administration interface. On the left sidebar, the 'Reports' menu item is highlighted with an orange border. The main content area shows a notification banner at the top, a date range selector set to 'Fri, 22 Sep - Fri, 22 Sep', and a summary of active limits. Below this, there are filters for reservation status: 'All', 'Completed', 'Upcoming' (selected), and 'Cancelled'. Summary statistics show 1 calendar icon, 3 people icon, and 1/50 table icon. A table lists reservation details for 'Fri, 22/09/2023', including time (02:45 PM), name (Doe, John), guest count (3 guest(s)), location (1-2 (Restaurant)), and status (Confirmed). An 'Allergies' section lists 'Peanuts'. A 'Print' button is available below the table. At the bottom, there is a footer with a 'Too many guests in house? Pause online reservations' message, a 'Designed by Hospitality Digital GmbH' note, and a list of links: FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.

 Agora você tem uma **visão geral** de quantas reservas recebeu ao longo dos anos por mês.



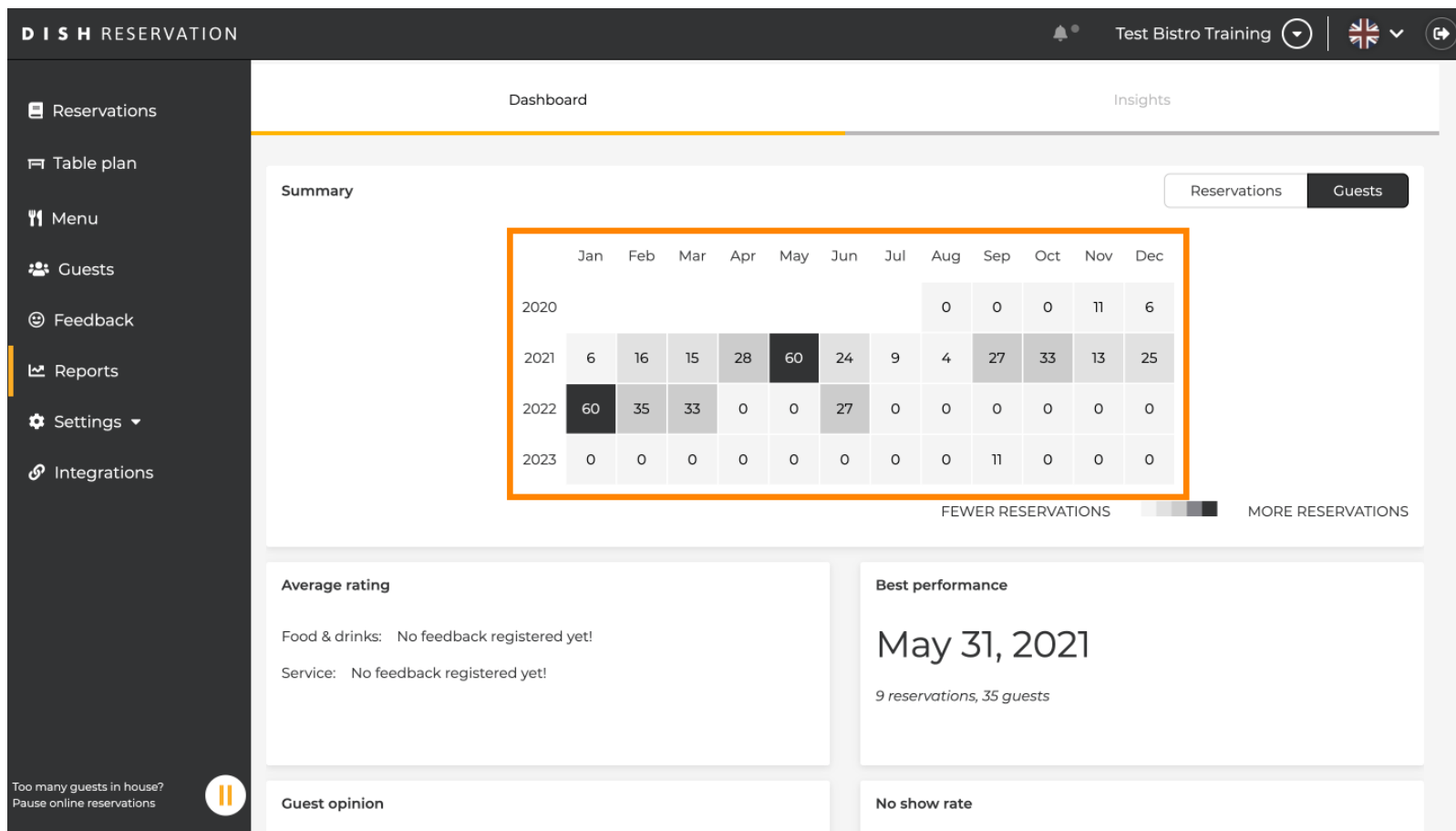


Para ver uma visão geral de quantos hóspedes visitaram você ao longo dos anos por mês, clique em **Hóspedes**.



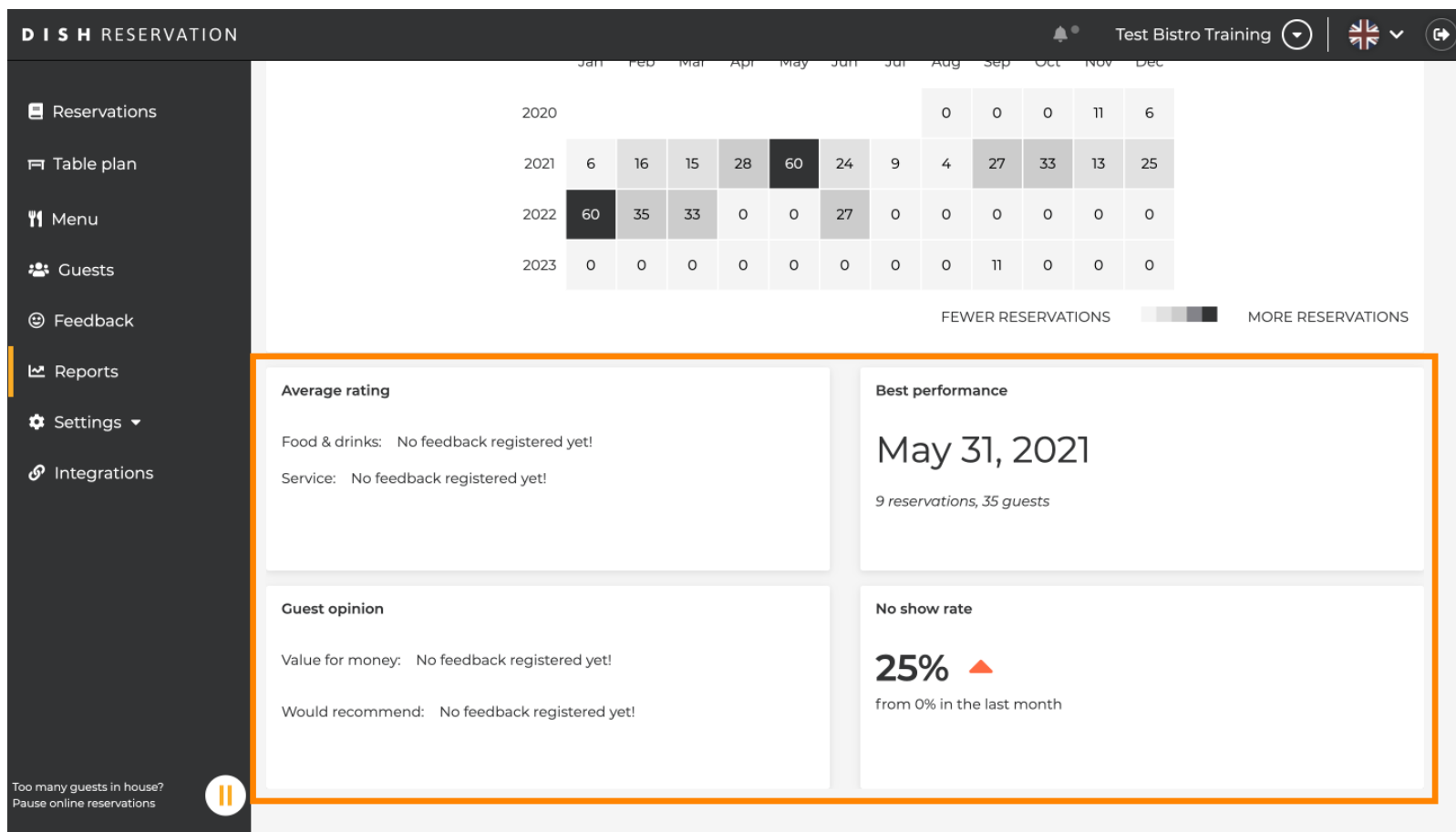


Você verá uma **visão geral** de quantos convidados visitaram você ao longo dos anos por mês.

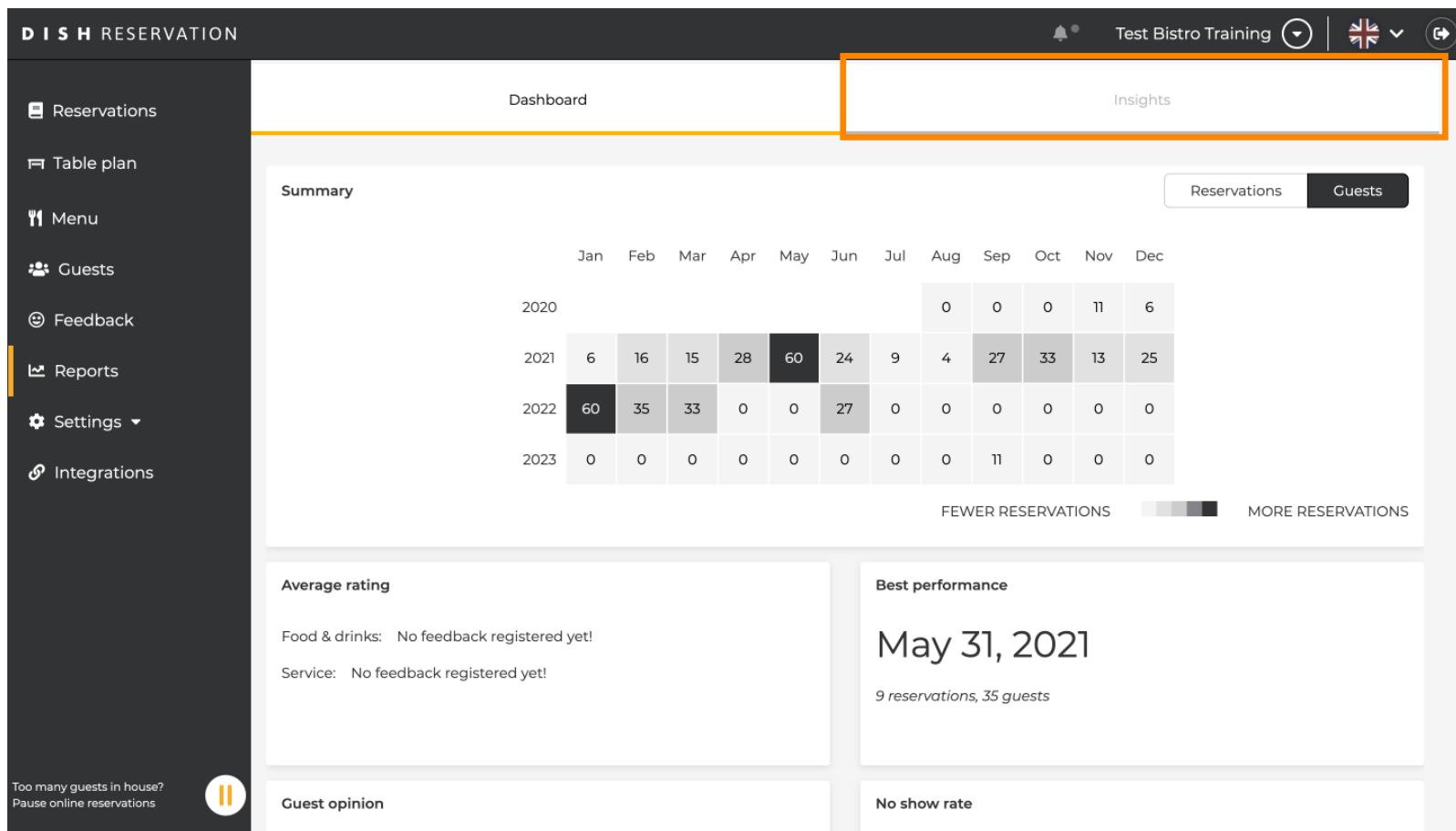




Ao rolar para baixo, você terá **informações adicionais**, como a classificação média, opiniões dos hóspedes, o melhor desempenho e a taxa de não comparecimento.

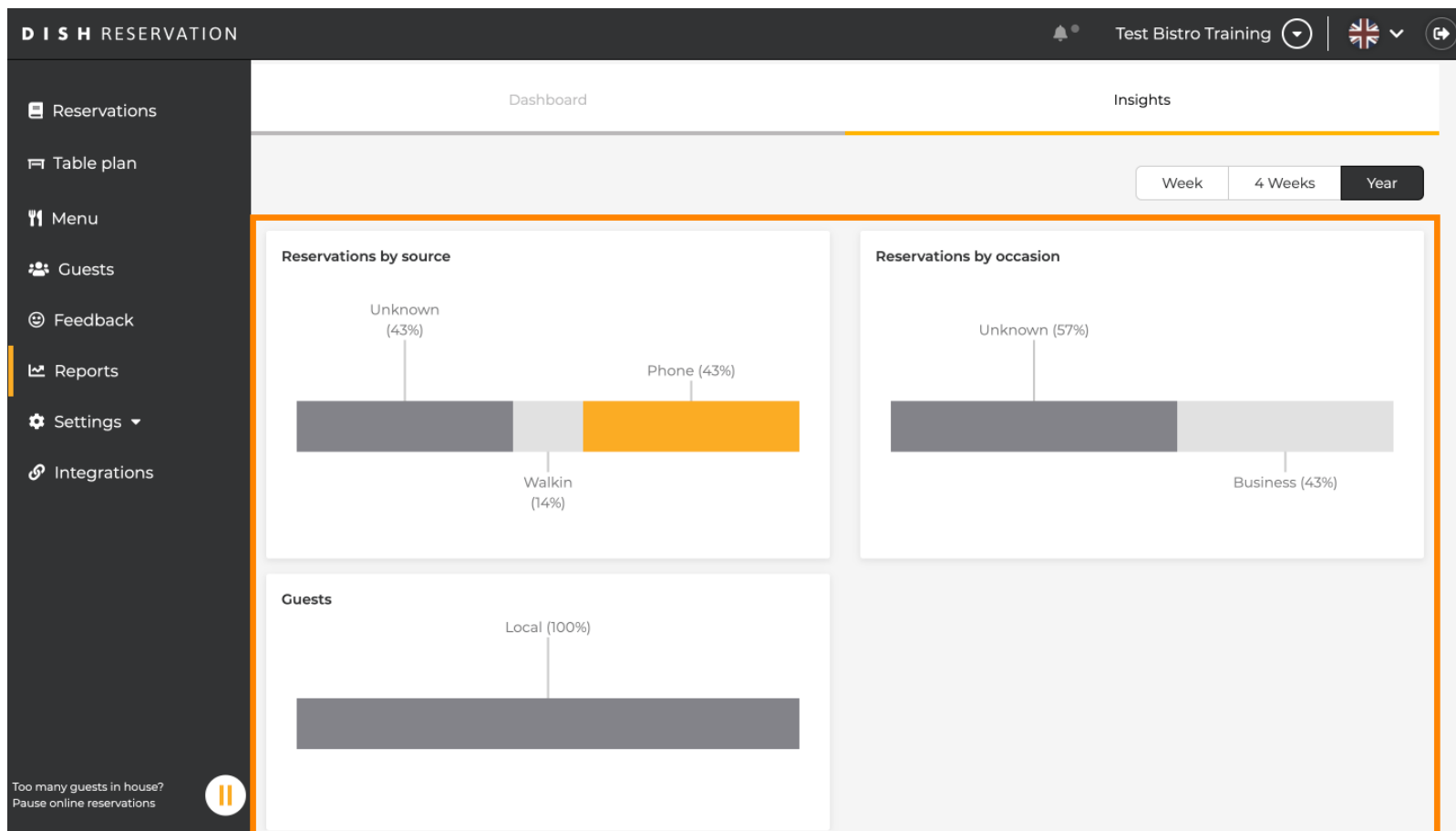


Para obter mais informações sobre as reservas, clique em **Insights**.



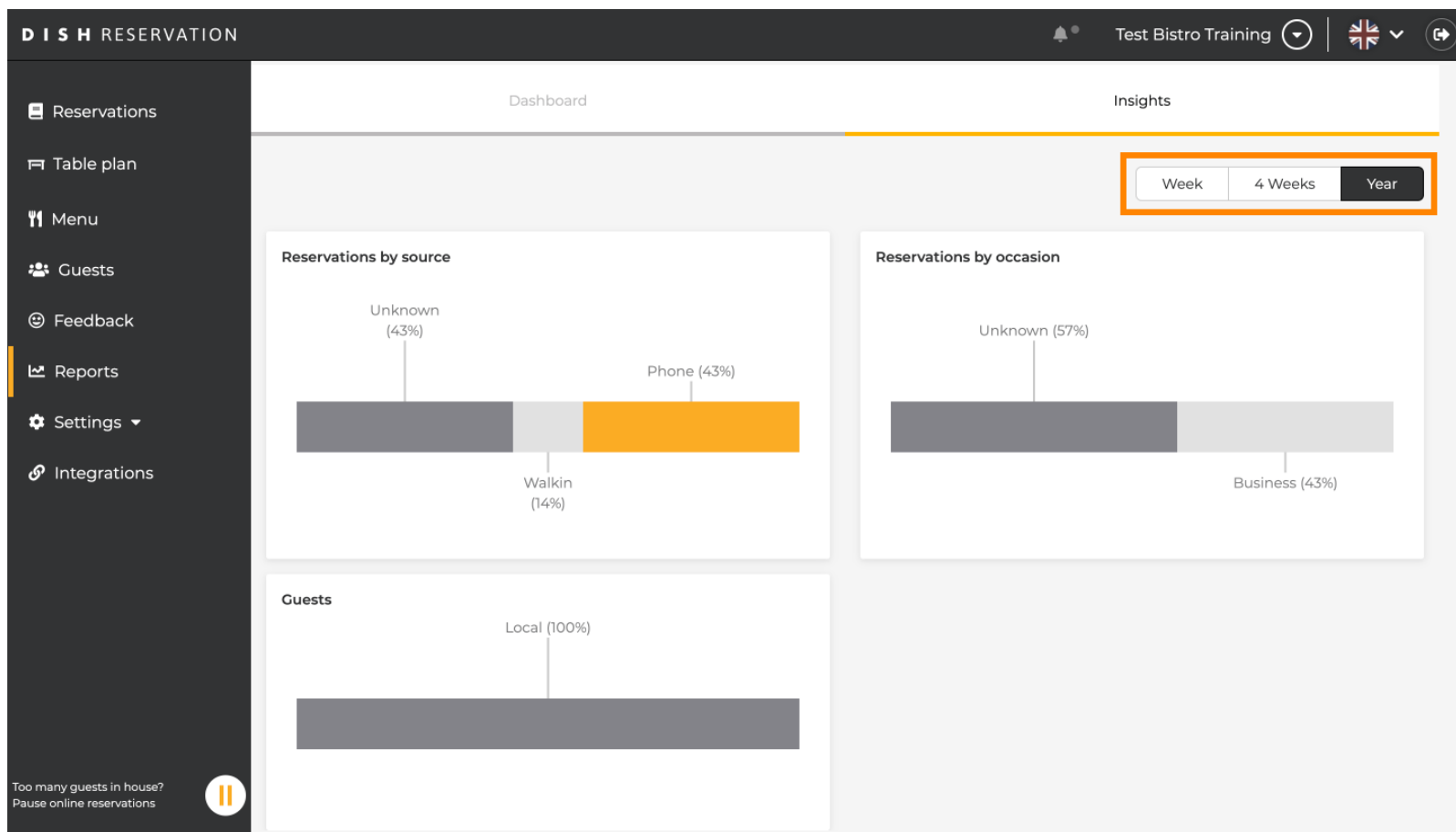


Você terá então informações sobre a **origem da reserva** , **ocasião** e **convidados** a serem exibidas.



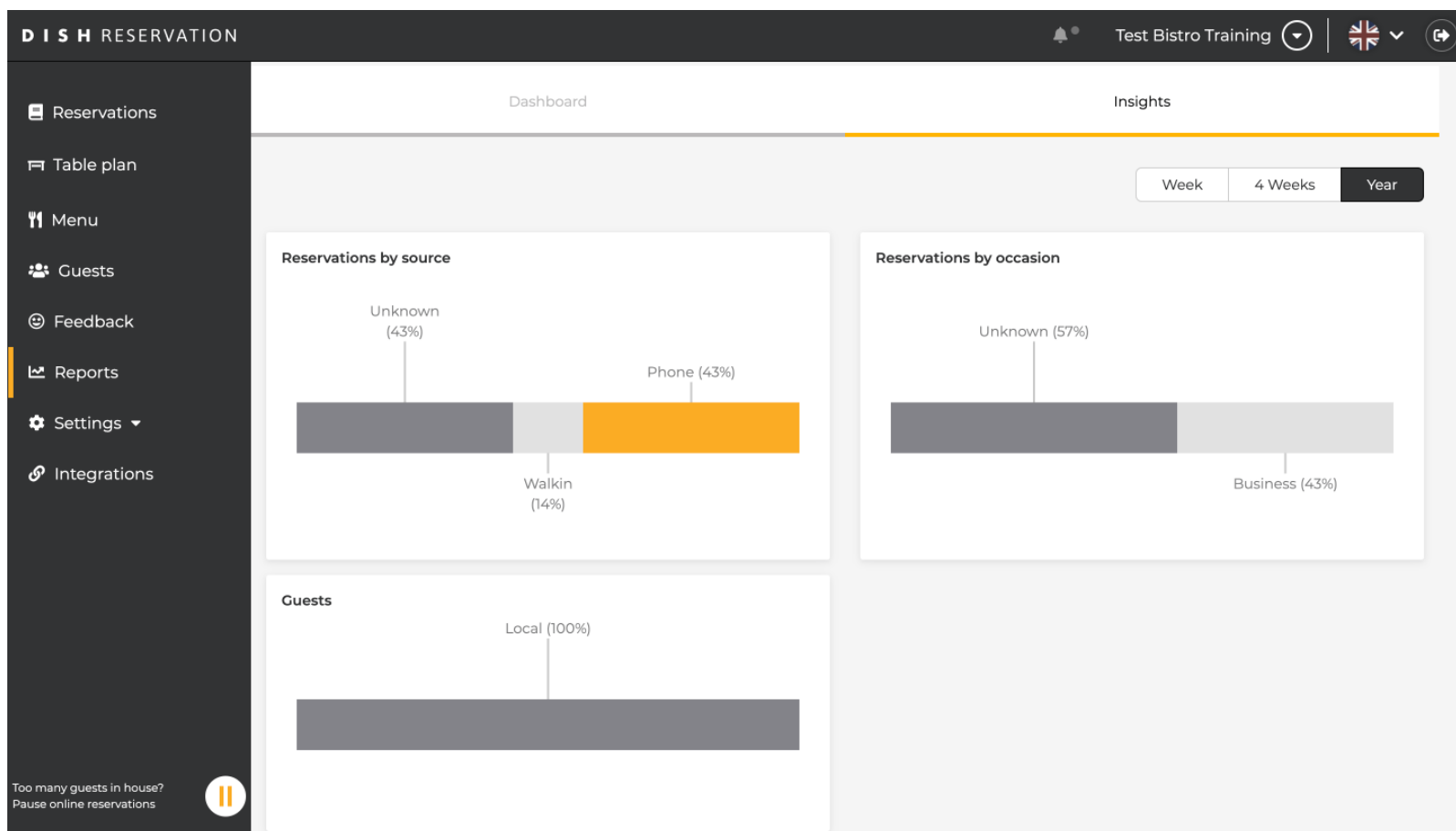


Esses insights podem ser segmentados por semana, 4 semanas e ano. Basta selecionar o período clicando.





Você concluiu o tutorial com sucesso. Agora você tem uma visão geral da função de relatórios.





Escaneie para ir para o player interativo