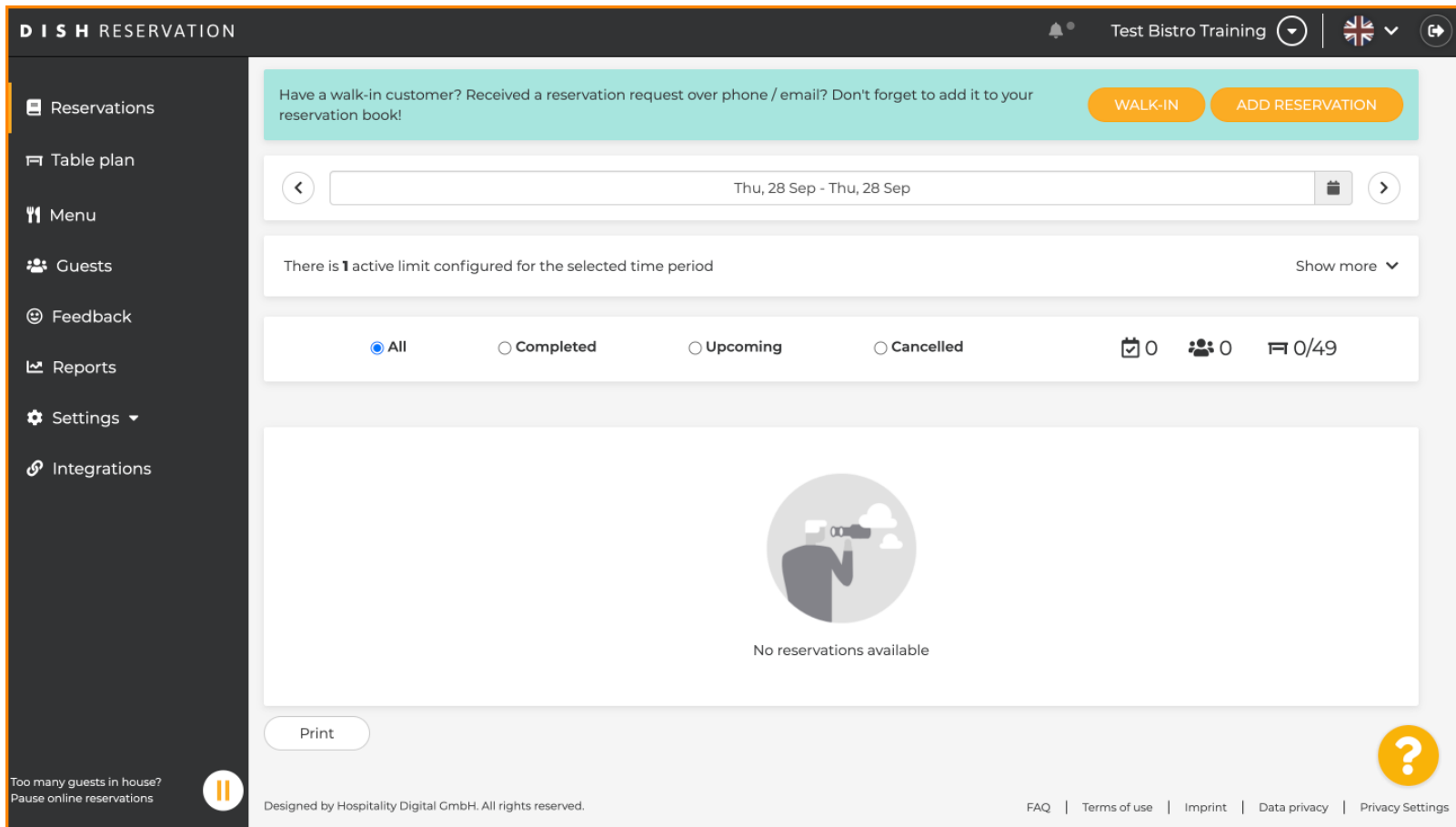




Welcome to the dashboard of **DISH Reservation**. In this tutorial, we show you how to manage your reservation settings.



The screenshot displays the DISH Reservation Admin Panel for the 'Test Bistro Training' user. The interface includes 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 about walk-in customers and buttons for 'WALK-IN' and 'ADD RESERVATION'. Below this is a date range selector set to 'Thu, 28 Sep - Thu, 28 Sep'. A summary bar indicates '1 active limit configured for the selected time period' with a 'Show more' link. Filter tabs for 'All', 'Completed', 'Upcoming', and 'Cancelled' are present, along with counts for reservations (0), guests (0), and tables (0/49). The central area shows 'No reservations available' with an illustration of a person looking through binoculars. At the bottom, there is a 'Print' button, a status message 'Too many guests in house? Pause online reservations', and a footer with legal information and a help icon.



First, go to **Settings** on the menu to your left.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a dark sidebar contains a menu with the following items: Reservations, Table plan, Menu, Guests, Feedback, Reports, **Settings** (highlighted with an orange box), and Integrations. The main content area has a dark header with the text "DISH RESERVATION" and a user profile "Test Bistro Training" with a dropdown arrow, a flag icon, and a refresh icon. Below the header, a teal banner reads: "Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!" with "WALK-IN" and "ADD RESERVATION" buttons. A date range selector shows "Thu, 28 Sep - Thu, 28 Sep". A summary bar indicates "There is 1 active limit configured for the selected time period" with a "Show more" link. Filter buttons include "All" (selected), "Completed", "Upcoming", and "Cancelled". Summary statistics show "0" for a calendar icon, "0" for a group of people icon, and "0/49" for a table icon. The main content area shows "No reservations available" with an illustration of a person looking through binoculars. A "Print" button is at the bottom left. The footer includes a status message "Too many guests in house? Pause online reservations" with a pause icon, the text "Designed by Hospitality Digital GmbH. All rights reserved.", and links for "FAQ", "Terms of use", "Imprint", "Data privacy", and "Privacy Settings". A yellow question mark icon is in the bottom right corner.

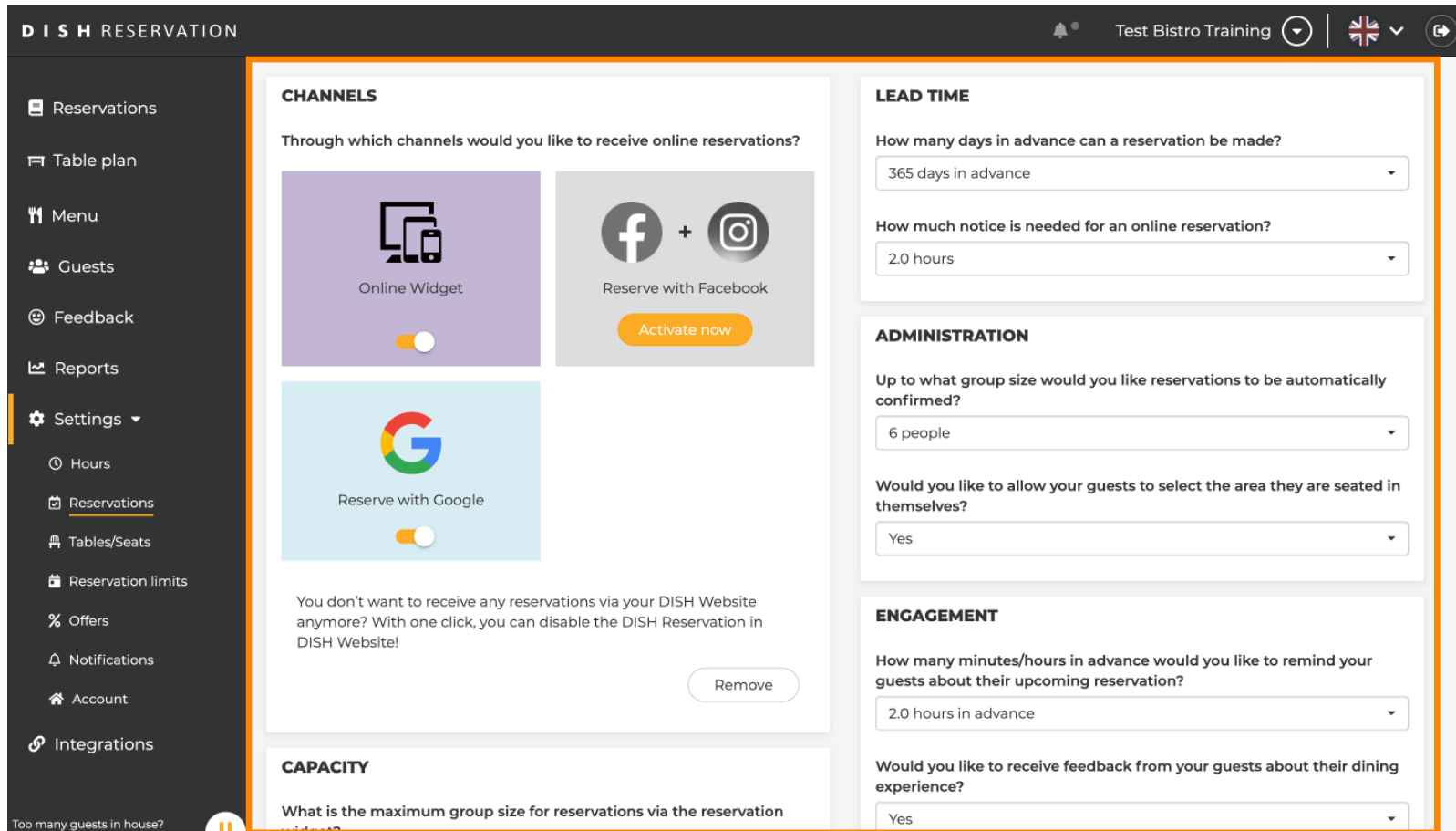


And then select **Reservations**.

The screenshot displays the DISH Reservation Admin Panel. The top navigation bar includes the DISH logo, a user profile dropdown for 'Test Bistro Training', a language selector (UK flag), and a refresh icon. The left sidebar contains a list of menu items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (with a dropdown arrow), Hours, Reservations (highlighted with an orange box), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area features a teal banner with a message about adding walk-in customers and two buttons: 'WALK-IN' and 'ADD RESERVATION'. Below this is a date range selector set to 'Thu, 28 Sep - Thu, 28 Sep'. A summary bar indicates 'There is 1 active limit configured for the selected time period' with a 'Show more' link. Filter buttons for 'All' (selected), 'Completed', 'Upcoming', and 'Cancelled' are present, along with counts for reservations (0), guests (0), and tables (0/49). The central area shows 'No reservations available' with an illustration of a person looking through a telescope. A 'Print' button is located at the bottom left of the main content area. The footer contains copyright information, a 'Designed by Hospitality Digital GmbH' note, and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings. A yellow question mark icon is in the bottom right corner.



You are now in the **settings** for your reservations.



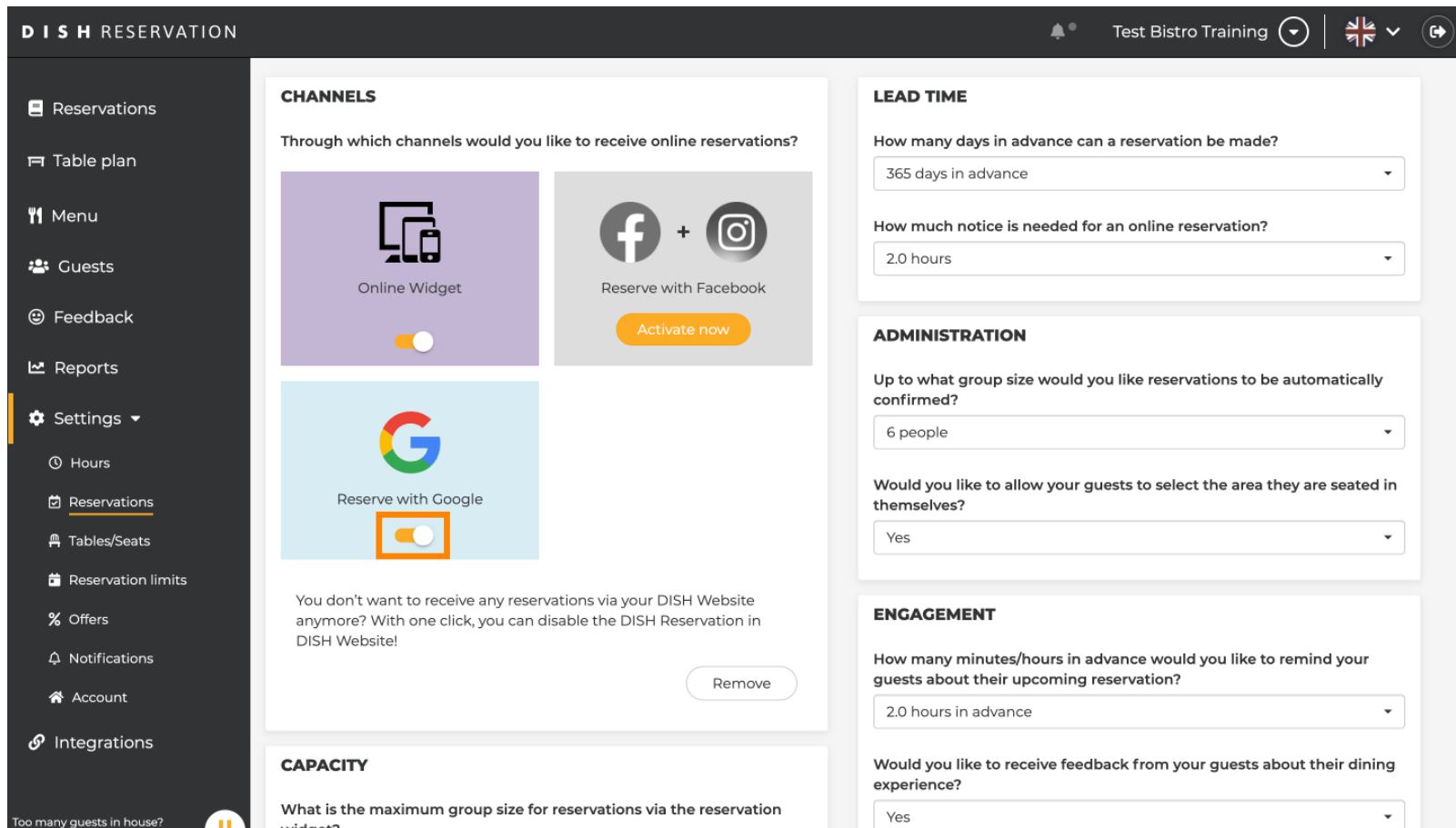
The screenshot shows the DISH Reservation Admin Panel. The top navigation bar includes the DISH RESERVATION logo, a notification bell, the text "Test Bistro Training", a language selector (UK flag), and a refresh icon. The left sidebar contains a menu with the following items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (highlighted with an orange bar), Hours, Reservations (highlighted with an orange bar), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is divided into several sections:

- CHANNELS**: A section titled "Through which channels would you like to receive online reservations?". It contains three cards: "Online Widget" (purple background, toggle switch is on), "Reserve with Facebook" (grey background, toggle switch is off, with an "Activate now" button), and "Reserve with Google" (light blue background, toggle switch is on). Below these cards is a note: "You don't want to receive any reservations via your DISH Website anymore? With one click, you can disable the DISH Reservation in DISH Website!" and a "Remove" button.
- LEAD TIME**: A section with two dropdown menus. The first is "How many days in advance can a reservation be made?" set to "365 days in advance". The second is "How much notice is needed for an online reservation?" set to "2.0 hours".
- ADMINISTRATION**: A section with two dropdown menus. The first is "Up to what group size would you like reservations to be automatically confirmed?" set to "6 people". The second is "Would you like to allow your guests to select the area they are seated in themselves?" set to "Yes".
- ENGAGEMENT**: A section with two dropdown menus. The first is "How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?" set to "2.0 hours in advance". The second is "Would you like to receive feedback from your guests about their dining experience?" set to "Yes".
- CAPACITY**: A section with a dropdown menu titled "What is the maximum group size for reservations via the reservation website?".

At the bottom left of the sidebar, there is a notification: "Too many guests in house?" with a pause icon.



Under the section channels, you can decide through which channels you would like to receive reservations. To do so, click on the designated **switch**.



The screenshot shows the DISH Reservation Admin Panel. The left sidebar contains a menu with options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (highlighted), Hours, Reservations, Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is divided into several sections:

- CHANNELS**: A section titled "Through which channels would you like to receive online reservations?". It contains three cards:
 - Online Widget**: A purple card with a switch that is currently turned on.
 - Reserve with Facebook**: A grey card with Facebook and Instagram icons and an "Activate now" button.
 - Reserve with Google**: A light blue card with the Google logo and a switch that is currently turned on. This switch is highlighted with an orange box.
- LEAD TIME**: A section with two dropdown menus:
 - "How many days in advance can a reservation be made?" set to "365 days in advance".
 - "How much notice is needed for an online reservation?" set to "2.0 hours".
- ADMINISTRATION**: A section with two dropdown menus:
 - "Up to what group size would you like reservations to be automatically confirmed?" set to "6 people".
 - "Would you like to allow your guests to select the area they are seated in themselves?" set to "Yes".
- ENGAGEMENT**: A section with two dropdown menus:
 - "How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?" set to "2.0 hours in advance".
 - "Would you like to receive feedback from your guests about their dining experience?" set to "Yes".
- CAPACITY**: A section with a question: "What is the maximum group size for reservations via the reservation widget?".

At the bottom left of the sidebar, there is a notification: "Too many guests in house?" with a yellow icon.



The section **lead time** lets you configure how many days in advance a reservation can be made and how much notice is needed for an online reservation.

DISH RESERVATION

Test Bistro Training

Reservations
Table plan
Menu
Guests
Feedback
Reports
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CHANNELS

Through which channels would you like to receive online reservations?

Online Widget

Reserve with Facebook

Reserve with Google

Remove

CAPACITY

What is the maximum group size for reservations via the reservation widget?

LEAD TIME

How many days in advance can a reservation be made?

365 days in advance

How much notice is needed for an online reservation?

2.0 hours

ADMINISTRATION

Up to what group size would you like reservations to be automatically confirmed?

6 people

Would you like to allow your guests to select the area they are seated in themselves?

Yes

ENGAGEMENT

How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?

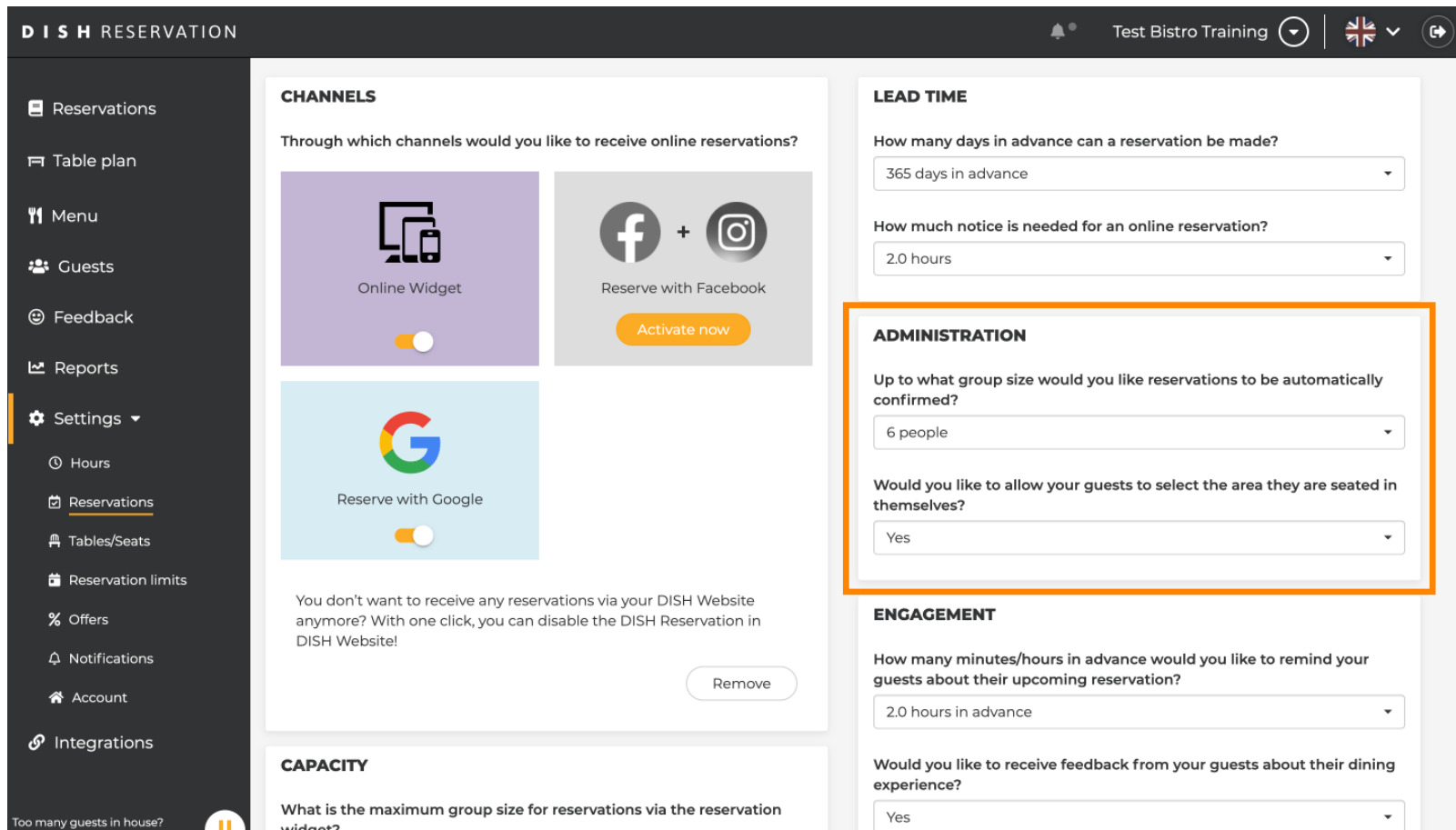
2.0 hours in advance

Would you like to receive feedback from your guests about their dining experience?

Yes



In the **administration section**, you are able to adjust at what group size reservations won't be any longer confirmed automatically.



DISH RESERVATION Test Bistro Training

- Reservations
- Table plan
- Menu
- Guests
- Feedback
- Reports
- Settings**
 - Hours
 - Reservations**
 - Tables/Seats
 - Reservation limits
 - Offers
 - Notifications
 - Account
 - Integrations

CHANNELS
Through which channels would you like to receive online reservations?

- Online Widget (Toggle: On)
- Reserve with Facebook (Activate now)
- Reserve with Google (Toggle: On)

You don't want to receive any reservations via your DISH Website anymore? With one click, you can disable the DISH Reservation in DISH Website! (Remove)

CAPACITY
What is the maximum group size for reservations via the reservation widget?

LEAD TIME
How many days in advance can a reservation be made? (365 days in advance)
How much notice is needed for an online reservation? (2.0 hours)

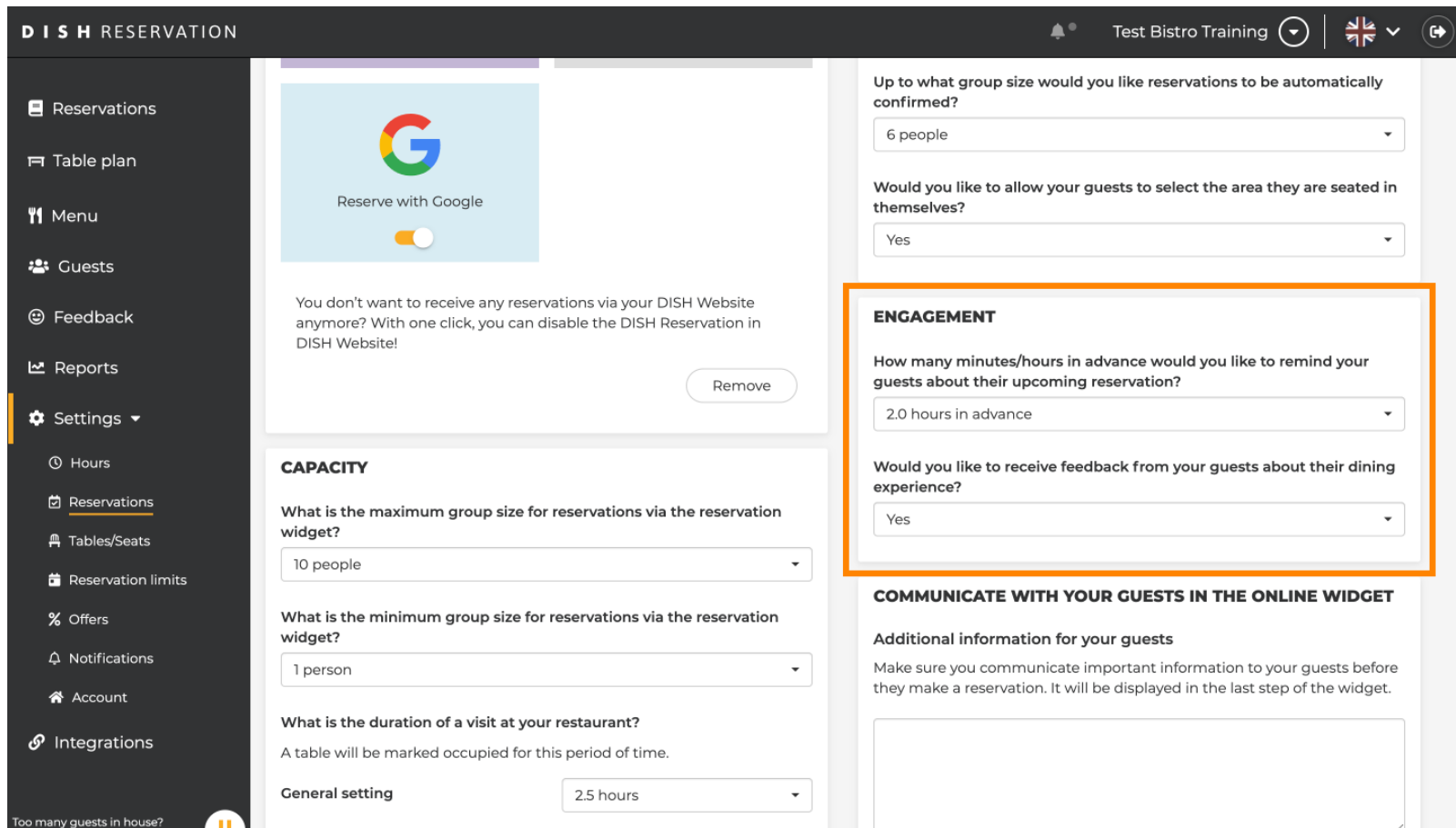
ADMINISTRATION
Up to what group size would you like reservations to be automatically confirmed? (6 people)
Would you like to allow your guests to select the area they are seated in themselves? (Yes)

ENGAGEMENT
How many minutes/hours in advance would you like to remind your guests about their upcoming reservation? (2.0 hours in advance)
Would you like to receive feedback from your guests about their dining experience? (Yes)

Too many guests in house?



Under the section **engagement**, you set up when a guest will be reminded about the upcoming reservation and if you want to receive feedback from the guest regarding the experience.



DISH RESERVATION Test Bistro Training

- Reservations
- Table plan
- Menu
- Guests
- Feedback
- Reports
- Settings**
 - Hours
 - Reservations**
 - Tables/Seats
 - Reservation limits
 - Offers
 - Notifications
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 - Integrations

Reserve with Google

You don't want to receive any reservations via your DISH Website anymore? With one click, you can disable the DISH Reservation in DISH Website!

CAPACITY

What is the maximum group size for reservations via the reservation widget?

10 people

What is the minimum group size for reservations via the reservation widget?

1 person

What is the duration of a visit at your restaurant?

A table will be marked occupied for this period of time.

General setting 2.5 hours

ENGAGEMENT

Up to what group size would you like reservations to be automatically confirmed?

6 people

Would you like to allow your guests to select the area they are seated in themselves?

Yes

How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?

2.0 hours in advance

Would you like to receive feedback from your guests about their dining experience?

Yes

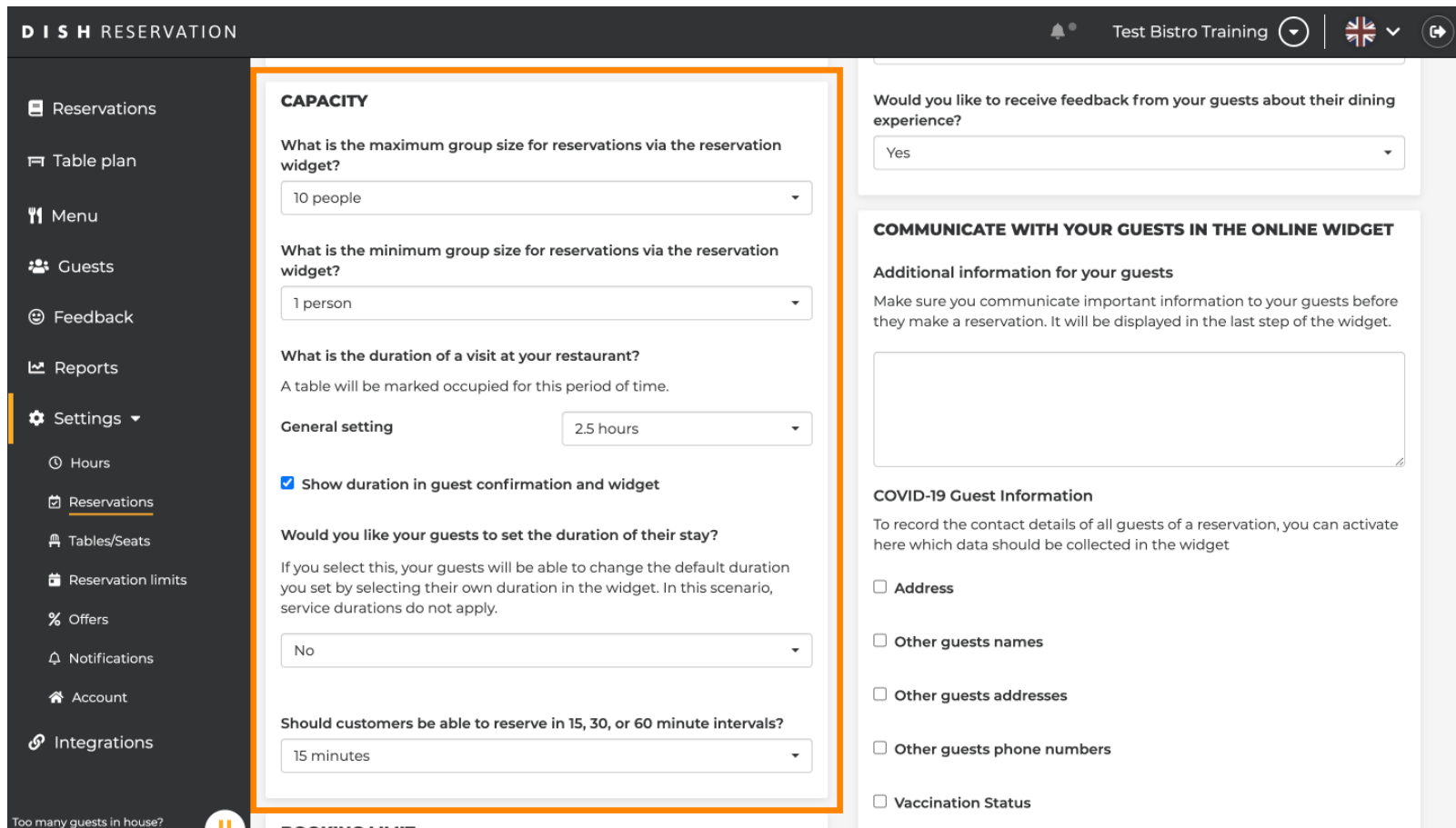
COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET

Additional information for your guests

Make sure you communicate important information to your guests before they make a reservation. It will be displayed in the last step of the widget.



Under the section **capacity**, you can adjust details regarding the group size and several options regarding the duration of reservations.



DISH RESERVATION

Test Bistro Training

Would you like to receive feedback from your guests about their dining experience?

Yes

COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET

Additional information for your guests

Make sure you communicate important information to your guests before they make a reservation. It will be displayed in the last step of the widget.

COVID-19 Guest Information

To record the contact details of all guests of a reservation, you can activate here which data should be collected in the widget

☐ Address

☐ Other guests names

☐ Other guests addresses

☐ Other guests phone numbers

☐ Vaccination Status

CAPACITY

What is the maximum group size for reservations via the reservation widget?

10 people

What is the minimum group size for reservations via the reservation widget?

1 person

What is the duration of a visit at your restaurant?

A table will be marked occupied for this period of time.

General setting

2.5 hours

☒ Show duration in guest confirmation and widget

Would you like your guests to set the duration of their stay?

If you select this, your guests will be able to change the default duration you set by selecting their own duration in the widget. In this scenario, service durations do not apply.

No

Should customers be able to reserve in 15, 30, or 60 minute intervals?

15 minutes

Too many guests in house?

BOOKING LIMIT



In the section **communicate with your guests in the online widget**, you are able to display additional information when a guest books a table through the widget.

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What is the maximum group size for reservations via the reservation widget?

10 people

What is the minimum group size for reservations via the reservation widget?

1 person

What is the duration of a visit at your restaurant?

A table will be marked occupied for this period of time.

General setting

2.5 hours

☒ Show duration in guest confirmation and widget

Would you like your guests to set the duration of their stay?

If you select this, your guests will be able to change the default duration you set by selecting their own duration in the widget. In this scenario, service durations do not apply.

No

Should customers be able to reserve in 15, 30, or 60 minute intervals?

15 minutes

BOOKING LIMIT

Pace your guests. Set the max amount of guests allowed to book per interval

Yes

COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET

Additional information for your guests

Make sure you communicate important information to your guests before they make a reservation. It will be displayed in the last step of the widget.

COVID-19 Guest Information

To record the contact details of all guests of a reservation, you can activate here which data should be collected in the widget

☐ Address

☐ Other guests names

☐ Other guests addresses

☐ Other guests phone numbers

☐ Vaccination Status



Plus, you can make the COVID-19 guest information mandatory when booking a table through the widget if needed. Simply tick the **boxes** for the information you want to collect.

DISH RESERVATION
Test Bistro Training

Reservations
Table plan
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What is the maximum group size for reservations via the reservation widget?

10 people

What is the minimum group size for reservations via the reservation widget?

1 person

What is the duration of a visit at your restaurant?

A table will be marked occupied for this period of time.

General setting

2.5 hours

☒ Show duration in guest confirmation and widget

Would you like your guests to set the duration of their stay?

If you select this, your guests will be able to change the default duration you set by selecting their own duration in the widget. In this scenario, service durations do not apply.

No

Should customers be able to reserve in 15, 30, or 60 minute intervals?

15 minutes

BOOKING LIMIT

Pace your guests. Set the max amount of guests allowed to book per interval

Yes

COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET

Additional information for your guests

Make sure you communicate important information to your guests before they make a reservation. It will be displayed in the last step of the widget.

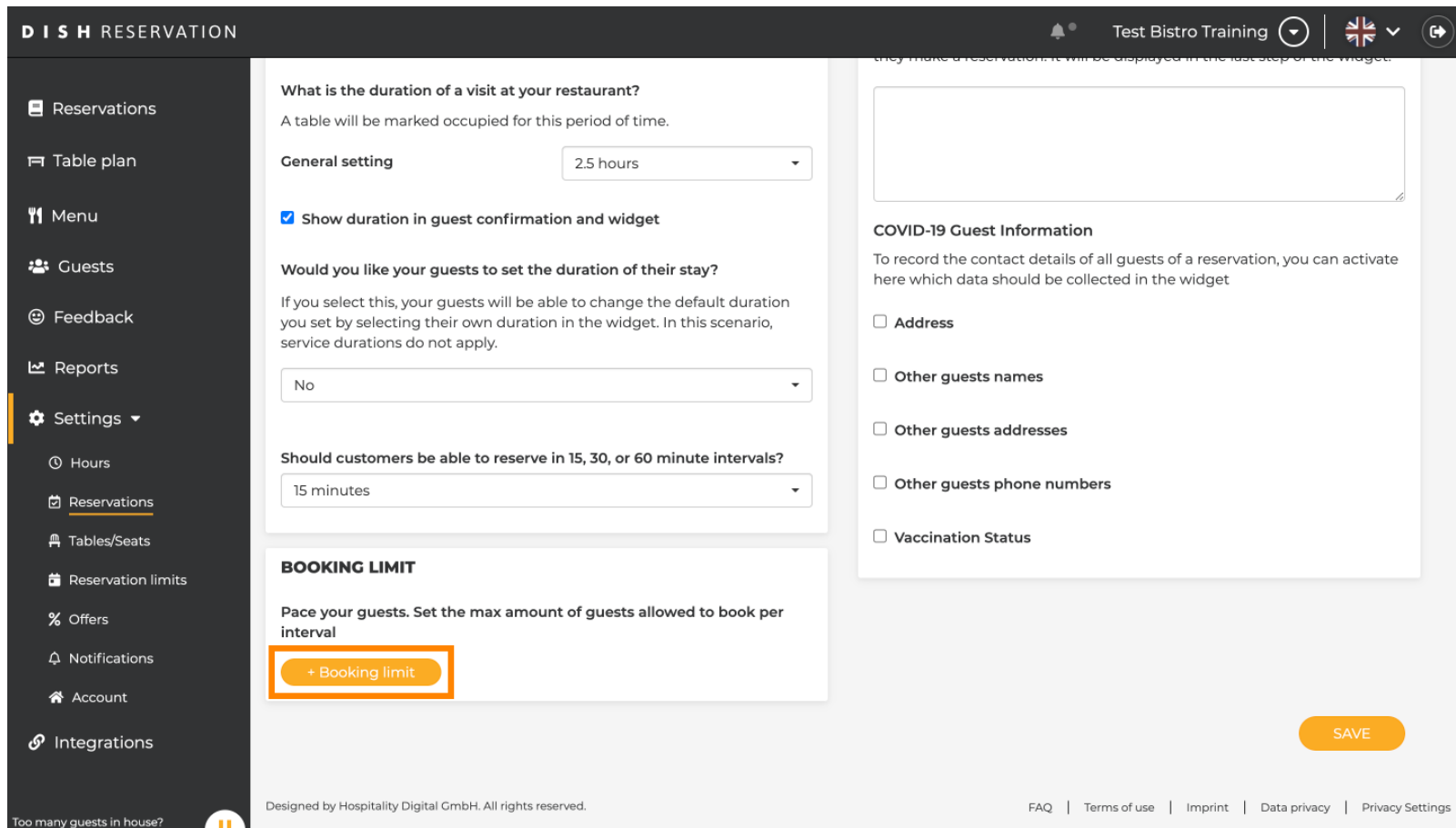
COVID-19 Guest Information

To record the contact details of all guests of a reservation, you can activate here which data should be collected in the widget

☐ Address
☐ Other guests names
☐ Other guests addresses
☐ Other guests phone numbers
☐ Vaccination Status

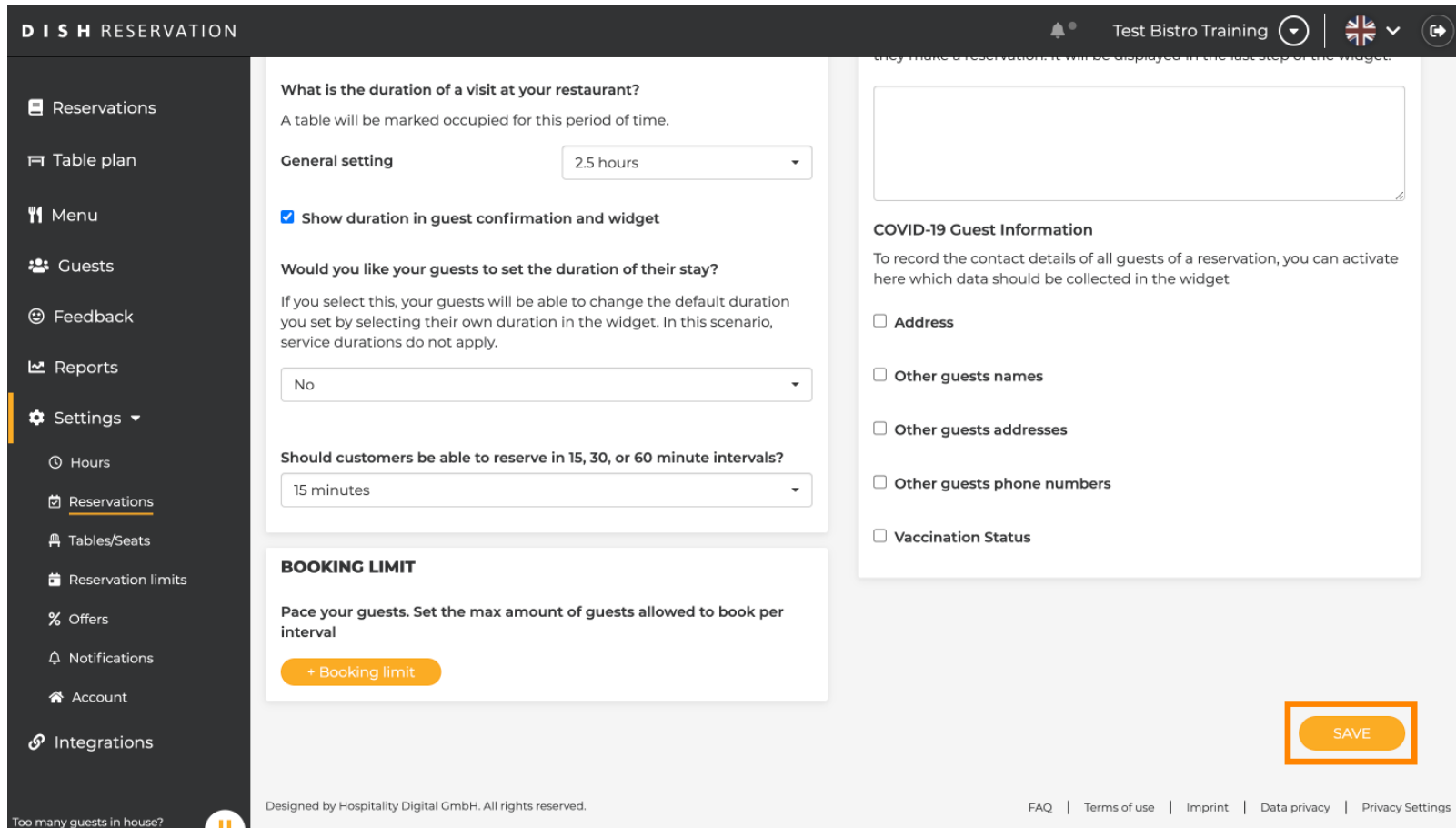


The section booking limit lets you set a maximum amount of guests allowed to book per interval. Use the **+ Booking limit button** to set up a new booking limit.



The screenshot shows the DISH Reservation Admin Panel. The left sidebar contains a menu with the following items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (highlighted with an orange bar), Hours, Reservations (highlighted with an orange bar), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is divided into two columns. The left column contains the following sections:
1. "What is the duration of a visit at your restaurant?" with a subtext "A table will be marked occupied for this period of time." and a "General setting" dropdown menu set to "2.5 hours".
2. A checkbox "Show duration in guest confirmation and widget" which is checked.
3. "Would you like your guests to set the duration of their stay?" with a subtext "If you select this, your guests will be able to change the default duration you set by selecting their own duration in the widget. In this scenario, service durations do not apply." and a dropdown menu set to "No".
4. "Should customers be able to reserve in 15, 30, or 60 minute intervals?" with a dropdown menu set to "15 minutes".
5. "BOOKING LIMIT" section with the text "Pace your guests. Set the max amount of guests allowed to book per interval" and a button labeled "+ Booking limit" which is highlighted with an orange border.
The right column contains a large empty text area at the top, followed by a section titled "COVID-19 Guest Information" with the subtext "To record the contact details of all guests of a reservation, you can activate here which data should be collected in the widget". Below this are five checkboxes: "Address", "Other guests names", "Other guests addresses", "Other guests phone numbers", and "Vaccination Status". At the bottom right of the main content area is a large orange "SAVE" button. The footer of the page contains the text "Designed by Hospitality Digital GmbH. All rights reserved." and a row of links: "FAQ", "Terms of use", "Imprint", "Data privacy", and "Privacy Settings".

Once you adjusted the settings, click on **SAVE** to apply the changes.



DISH RESERVATION

Test Bistro Training

Reservations

Table plan

Menu

Guests

Feedback

Reports

Settings

Hours

Reservations

Tables/Seats

Reservation limits

Offers

Notifications

Account

Integrations

What is the duration of a visit at your restaurant?
A table will be marked occupied for this period of time.

General setting 2.5 hours

☒ **Show duration in guest confirmation and widget**

Would you like your guests to set the duration of their stay?
If you select this, your guests will be able to change the default duration you set by selecting their own duration in the widget. In this scenario, service durations do not apply.

No

Should customers be able to reserve in 15, 30, or 60 minute intervals?

15 minutes

BOOKING LIMIT

Pace your guests. Set the max amount of guests allowed to book per interval

+ Booking limit

COVID-19 Guest Information
To record the contact details of all guests of a reservation, you can activate here which data should be collected in the widget

☐ Address

☐ Other guests names

☐ Other guests addresses

☐ Other guests phone numbers

☐ Vaccination Status

SAVE

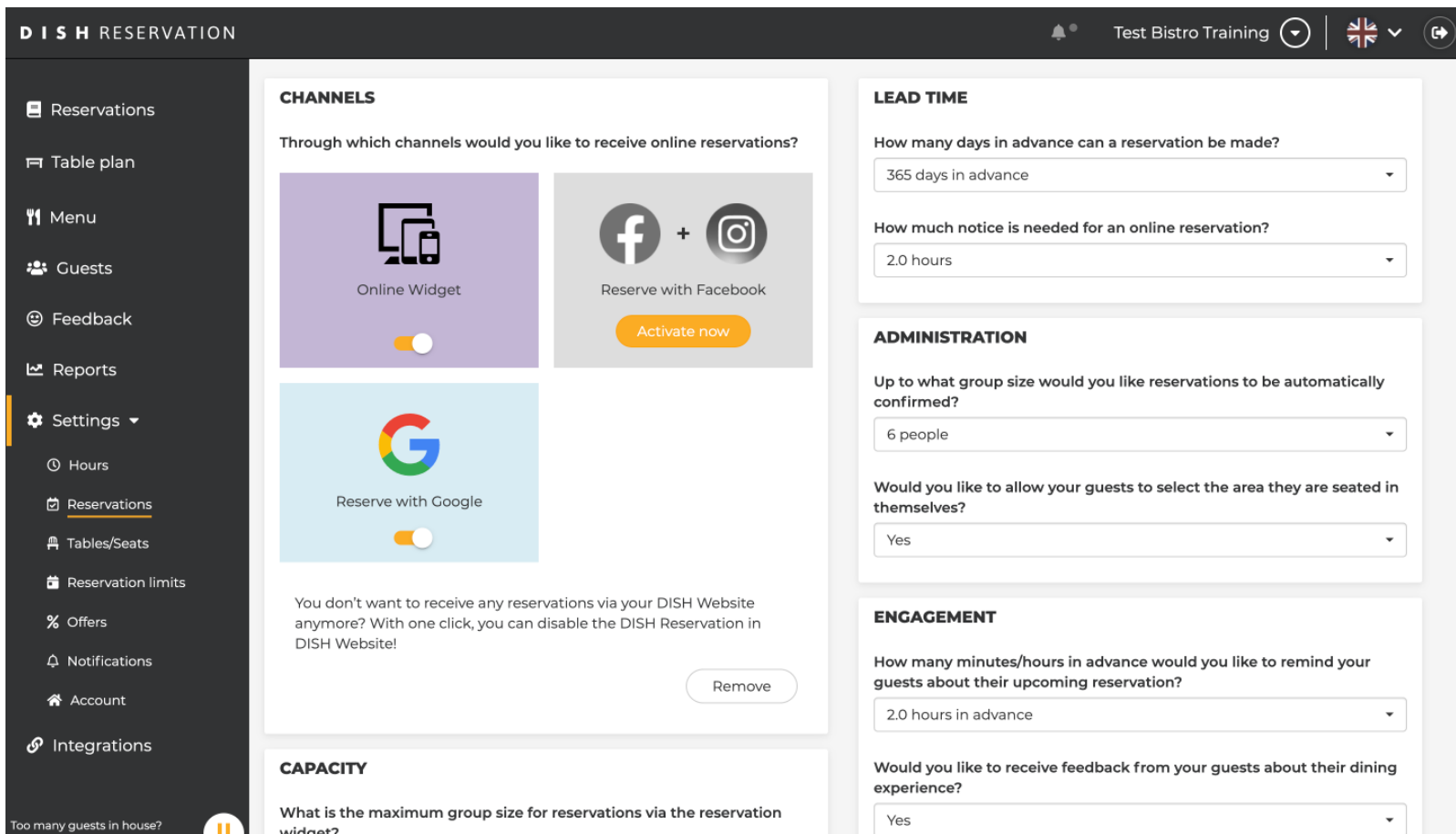
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FAQ | Terms of use | Imprint | Data privacy | Privacy Settings

Too many guests in house?



That's it. You have completed the tutorial and now know how to manage your reservation settings.



The screenshot displays the DISH Reservation Admin Panel, specifically the 'Settings - Reservations' section. The interface features a dark sidebar on the left with navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (selected), Hours, Reservations, Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. The main content area is divided into several sections:

- CHANNELS**: A section titled 'Through which channels would you like to receive online reservations?' containing three toggleable options: 'Online Widget' (purple background, toggle on), 'Reserve with Facebook' (grey background, toggle on, with an 'Activate now' button), and 'Reserve with Google' (light blue background, toggle on). Below these is a note: 'You don't want to receive any reservations via your DISH Website anymore? With one click, you can disable the DISH Reservation in DISH Website!' and a 'Remove' button.
- LEAD TIME**: A section with two dropdown menus. The first is 'How many days in advance can a reservation be made?' set to '365 days in advance'. The second is 'How much notice is needed for an online reservation?' set to '2.0 hours'.
- ADMINISTRATION**: A section with two dropdown menus. The first is 'Up to what group size would you like reservations to be automatically confirmed?' set to '6 people'. The second is 'Would you like to allow your guests to select the area they are seated in themselves?' set to 'Yes'.
- ENGAGEMENT**: A section with two dropdown menus. The first is 'How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?' set to '2.0 hours in advance'. The second is 'Would you like to receive feedback from your guests about their dining experience?' set to 'Yes'.
- CAPACITY**: A section titled 'What is the maximum group size for reservations via the reservation widget?'.

The top of the panel shows the 'DISH RESERVATION' logo, a notification bell, the text 'Test Bistro Training', a language selector (UK flag), and a refresh icon. A bottom status bar indicates 'Too many guests in house?' with a yellow warning icon.



Scan to go to the interactive player