



Welcome to the dashboard of **DISH Reservation**. In this tutorial, we show you how to manage your tables and seats.

The screenshot displays the DISH Reservation Admin Panel interface. The top navigation bar includes the 'DISH RESERVATION' logo, a notification bell, the restaurant name 'Test Restaurant - Test', a language selector (UK flag), and a refresh icon. The left sidebar contains a menu with options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (with a dropdown arrow), and Integrations. The main content area features a teal banner with a message about walk-in customers and two buttons: 'WALK-IN' and 'ADD RESERVATION'. Below this is a date range selector showing 'Thu, 28 Sep - Thu, 28 Sep'. A message states 'You have no limits configured for the selected date.' with an 'Add a new limit' button. A filter section shows radio buttons for 'All', 'Completed', 'Upcoming' (selected), and 'Cancelled', along with icons for a calendar and guests. The central area displays a large circular icon of a person with a magnifying glass and the text 'No reservations available'. At the bottom left, there is a 'Print' button and a status message 'Too many guests in house? Pause online reservations' with a pause icon. The bottom right corner includes a help icon (question mark) and a footer with the text 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.



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

The screenshot displays the DISH Reservation Admin Panel interface. The top header bar includes the 'DISH RESERVATION' logo, a notification bell, the restaurant name 'Test Restaurant - Test', a language selector (UK flag), and a refresh icon. The left sidebar menu contains the following items: Reservations, Table plan, Menu, Guests, Feedback, Reports, **Settings** (highlighted with an orange box), 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 showing 'Thu, 28 Sep - Thu, 28 Sep'. A message states 'You have no limits configured for the selected date.' with an 'Add a new limit' button. Filter tabs for 'All', 'Completed', 'Upcoming' (selected), and 'Cancelled' are present, along with counts for a calendar icon (0) and a group icon (0). The central area shows 'No reservations available' with an illustration of a person looking through a telescope. At the bottom, there is a 'Print' button, a status message 'Too many guests in house? Pause online reservations' with a pause icon, a footer note 'Designed by Hospitality Digital GmbH. All rights reserved.', and a help icon (question mark). Navigation links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings' are located in the bottom right corner.



And then select **Table/Seats**.

The screenshot displays the DISH Reservation Admin Panel interface. The left sidebar contains a menu with the following items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (with a dropdown arrow), Hours, Reservations, **Tables/Seats** (highlighted with an orange box), Reservation limits, Offers, Notifications, Account, and Integrations. The main content area features a teal banner at the top 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 "Thu, 28 Sep - Thu, 28 Sep". A message states "You have no limits configured for the selected date." with an "Add a new limit" button. Filter options include "All", "Completed", "Upcoming" (selected), and "Cancelled", along with icons for a calendar and a group of people. The main content area shows a large white box with a magnifying glass icon and the text "No reservations available". A "Print" button is located at the bottom left of the main content area. The footer includes a "Too many guests in house?" notification, a copyright notice "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 visible in the bottom right corner.



If you chose the seats-based setup, you can enter the number of available seats at the corresponding input field. **Note: Seats-based setup will manage reservations regarding the total number of seats available.**

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If you choose to use seats-based setup, reservations will be managed according to the total number of seats available. If you choose table-based setup, all reservations will be assigned one or more tables automatically. You will have the possibility to modify the automatically assigned tables. Only you can see the assigned tables. Your guests are not shown tables during the reservation process.

Do you wish to enable table-based setup?

How many seats are available for reservation in your establishment?

6

SAVE

Too many guests in house?

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If you wish to use a table-based setup, simply use the **switch** to enable it. **Note: A table-based setup will assign reservations automatically to tables.**

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Do you wish to enable table-based setup?

How many seats are available for reservation in your establishment?

6

SAVE

Too many guests in house?

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Switching from seats-based to table-based setup will automatically assign all existing reservations to tables.

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Do you wish to enable table-based setup?

How many seats are available for reservation in your establishment?

6

SAVE

Too many guests in house?

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If you chose the table-based setup, you can manage your areas with the designated **editing icon**.

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If you choose to use seats-based setup, reservations will be managed according to the total number of seats available.

If you choose table-based setup, all reservations will be assigned one or more tables automatically. You will have the possibility to modify the automatically assigned tables. Only you can see the assigned tables. Your guests are not shown tables during the reservation process.

You are using table-based setup

IMPORTANT: Please be aware that the change to table mode can take some time. All reservations will be automatically assigned to tables. To make this properly work for existing reservations, please make sure that the overall amount of seats on the tables is the same as the amount of seats configured before.

Area(s)

If your establishment has multiple areas or rooms, you may want to define an area before you start assigning tables to it. e.g.: Indoor, Outdoor, Bar, Lounge, etc.

Your active areas are listed below:

Restaurant

✎

Table(s)

Tables are assigned to specific areas. When you pause a whole area, all tables assigned to that area will be paused. This may make some of your future reservations invalid. Don't worry, you can just move them to other available table(s). When you deactivate a table for "reservable online", reservations made online won't be assigned to this tables. You can also assign tables a booking priority between 1 (high) and 3 (low). The tables with high priority will be preferred for incoming reservations.

Table name	Seats (6)	Area name	Priority	Status	Reservable online
1	2	Restaurant	1	Active	Active
2	4	Restaurant	2	Active	Active

✎

Tablegroups

✎

Too many guests in house?

⏸



You then can edit the name, decide whether the guest can select it when booking a reservation and set it active or inactive. As well as adding new areas and delete them.

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You are using table-based setup

Manage Area(s)

Area Name	Selectable	Active	
Restaurant	☒	☐	

Would you like to add more areas?

Add

Table(s)

Tables are assigned to specific areas. When you pause a whole area, all tables assigned to that area will be paused. This may make some of your future reservations invalid. Don't worry, you can just move them to other available table(s). When you deactivate a table for "reservable online", reservations made online won't be assigned to this tables. You can also assign tables a booking priority between 1 (high) and 3 (low). The tables with high priority will be preferred for incoming reservations.

Table name	Seats (6)	Area name	Priority	Status	Reservable online
1	2	Restaurant	1	Active	Active
2	4	Restaurant	2	Active	Active

Tablegroups

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To manage your tables, click on the designated **editing icon**.

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You are using table-based setup

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Table name	Seats (6)	Area name	Priority	Status	Reservable online
1	2	Restaurant	1	Active	Active
2	4	Restaurant	2	Active	Active

Tablegroups

You can configure table combinations here. If reservations don't fit any of the tables, we will try to configure one of the configured table combinations for this reservation. Please configure a line for each possible combination, a specific table can be used in multiple combinations, You can configure minimum and maximum number of guests, which fit on

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Now you are able to edit existing tables. Set them active or inactive, choose if they are reservable online and add new tables or delete them.

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You are using table-based setup

Area(s)

If your establishment has multiple areas or rooms, you may want to define an area before you start assigning tables to it. e.g.: Indoor, Outdoor, Bar, Lounge, etc.

Your active areas are listed below:

Restaurant

Manage Table(s) - Total Seats: 6

Table Name	Seats	Area	Priority	Active	Reservable online	
1	2	Restaurant	Prio 1	☒	☐	
2	4	Restaurant	Prio 2	☒	☐	

Would you like to add more tables?

Add

Tablegroups

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To manage your table groups, click on the designated **pencil icon**.

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Table name	Seats (34)	Area name	Priority	Status	Reservable online
1	2	Restaurant	1	Active	Active
2	4	Restaurant	2	Active	Active
3	4	Restaurant	1	Active	Active
4	10	Restaurant	3	Active	Active
5	14	Restaurant	3	Active	Active

Tablegroups

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Tables	Min.Guests	Max.Guests	Priority	Status
1, 2	5	6	1	Active

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You can then decide which tables can be combined and set the minimum and maximum number of guests for the table group.

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4	10	Restaurant	3	Active	Active
5	14	Restaurant	3	Active	Active

Manage Tablegroup(s)

*1

*2

5

6

Prio 1

Would you like to add more table combinations?

Add

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Once you finished your setup, click on **SAVE** to apply your changes.

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Manage Tablegroup(s)

Don't forget to save your changes

*1 *2

5

6

Prio 1

*2 *3

7

8

Prio 1

Would you like to add more table combinations?

Add

SAVE

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When switching from table-based to seats-based setup all table assignments from existing reservations will be removed.

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You are using table-based setup

Area(s)

If your establishment has multiple areas or rooms, you may want to define an area before you start assigning tables to it. e.g.: Indoor, Outdoor, Bar, Lounge, etc. Your active areas are listed below.

Restaurant

Table(s)

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

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5	14	Restaurant	3	Active	Active

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Scan to go to the interactive player