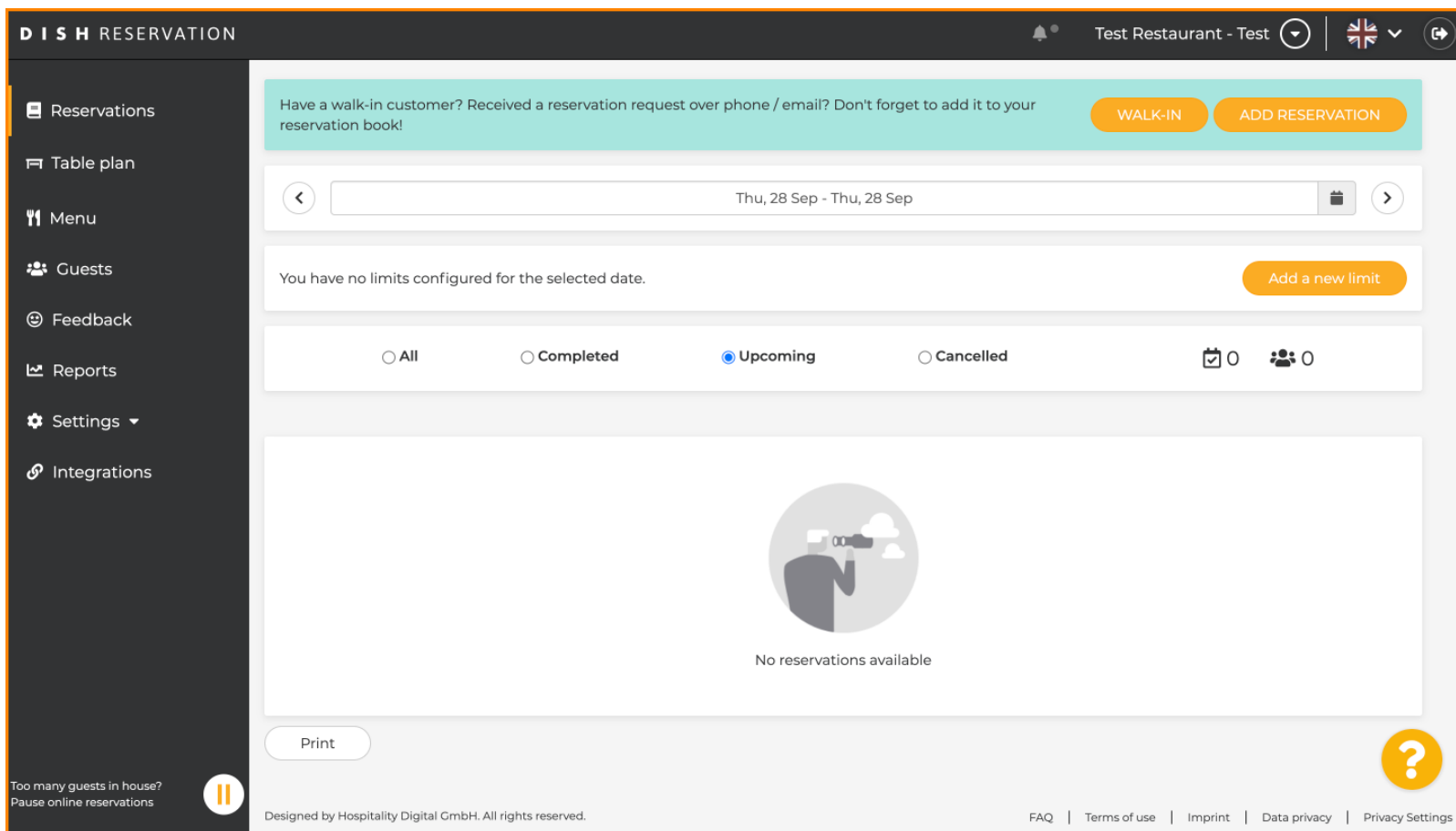


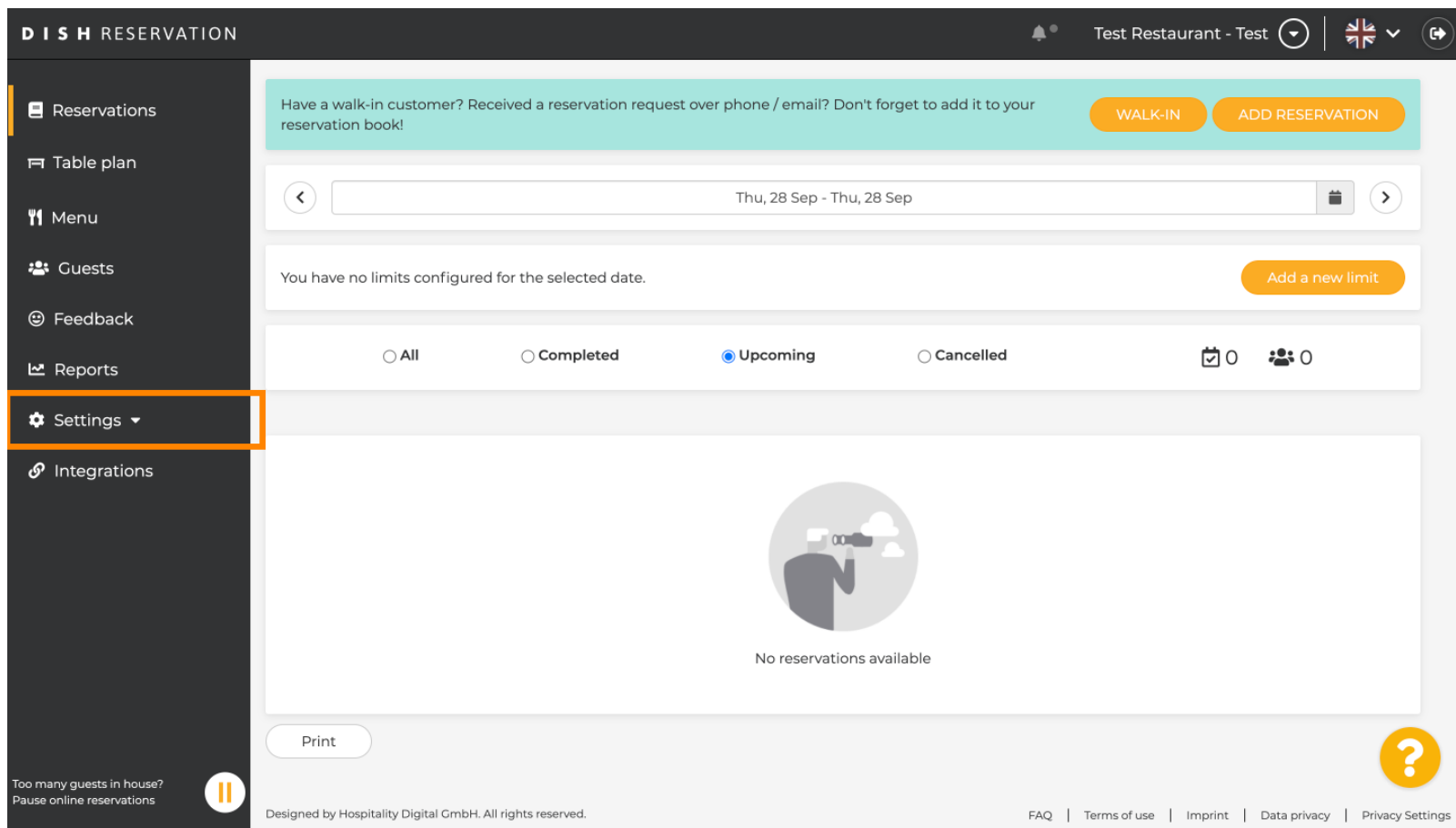


Bem-vindo ao painel de **reservas do DISH**. Neste tutorial, mostraremos como gerenciar suas mesas e assentos.



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 top header with a notification banner, a date selector for 'Thu, 28 Sep - Thu, 28 Sep', and a status filter bar showing 'Upcoming' as the selected filter. Below this, a large white box contains an illustration of a person with a magnifying glass and the text 'No reservations available'. At the bottom of the main area is a 'Print' button. The footer includes a status message 'Too many guests in house? Pause online reservations', a copyright notice 'Designed by Hospitality Digital GmbH. All rights reserved.', and a row of links: FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings. A help icon is also present in the bottom right corner.

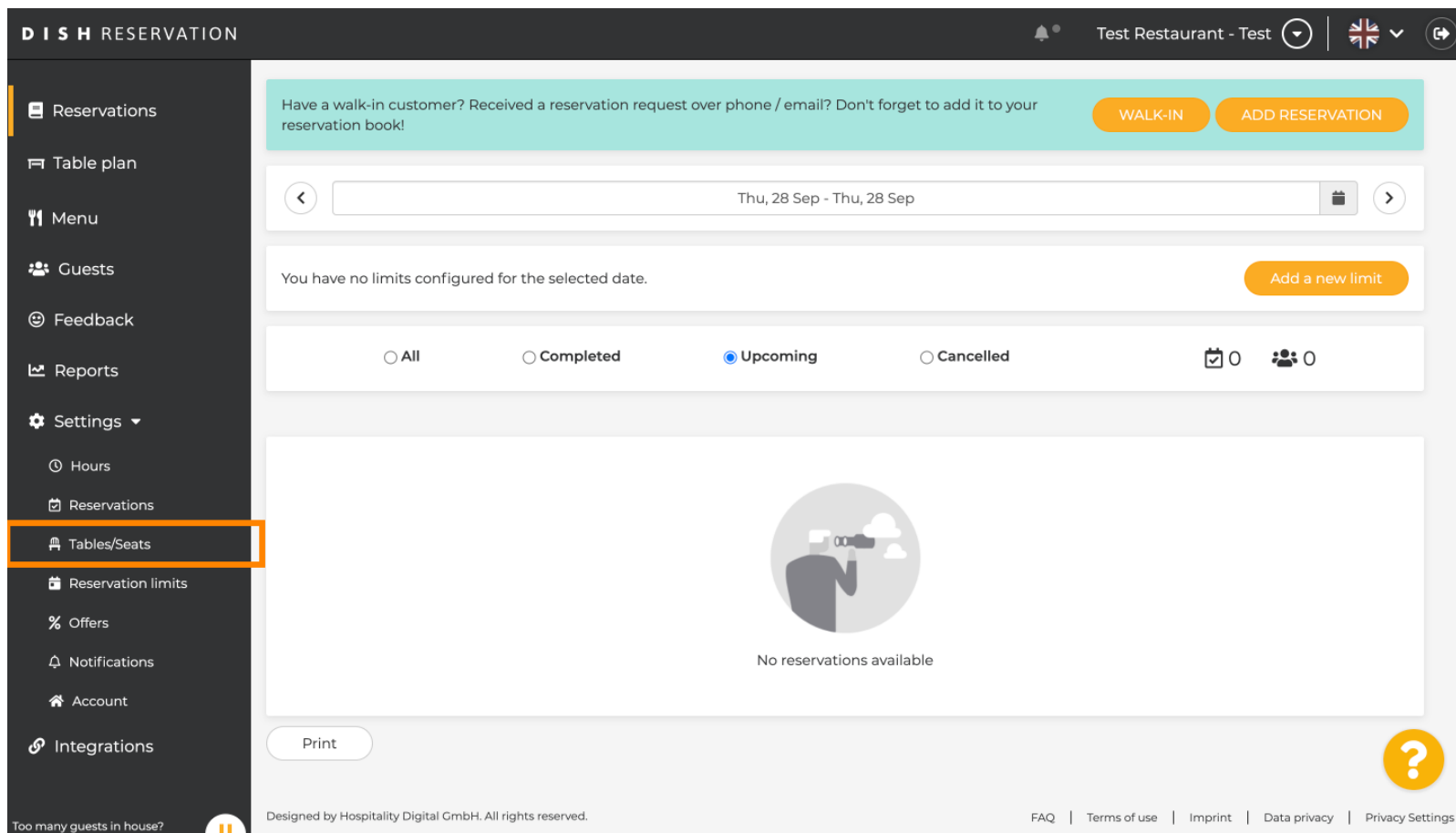
Primeiro, vá em **Configurações** no menu à sua esquerda.



The screenshot displays the DISH RESERVATION admin interface. On the left, a dark sidebar contains a menu with items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (highlighted with an orange box), and Integrations. The main content area has a teal header with a message about walk-in customers and buttons for 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 tabs for All, Completed, Upcoming (selected), and Cancelled are present, along with counts for calendar and guests. The main 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', a copyright notice 'Designed by Hospitality Digital GmbH. All rights reserved.', and a footer with links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings. A help icon (?) is also visible.



E então selecione **Mesa/Assentos** .



The screenshot displays the DISH RESERVATION admin interface. The left sidebar contains a menu with options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (expanded), Hours, Reservations, **Tables/Seats** (highlighted with an orange box), Reservation limits, Offers, Notifications, Account, 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 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 include 'All', 'Completed', 'Upcoming' (selected), and 'Cancelled', along with icons for a calendar and a group of people. The central 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 'Too many guests in house?' notification, a copyright notice for Hospitality Digital GmbH, and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings. A yellow question mark icon is in the bottom right corner.



Se você escolher a configuração baseada em assentos, poderá inserir o número de assentos disponíveis no **campo de entrada** correspondente . **Observação: a configuração baseada em assentos gerenciará as reservas com base no número total de assentos disponíveis.**

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Test Restaurant - Test

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

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?

SAVE

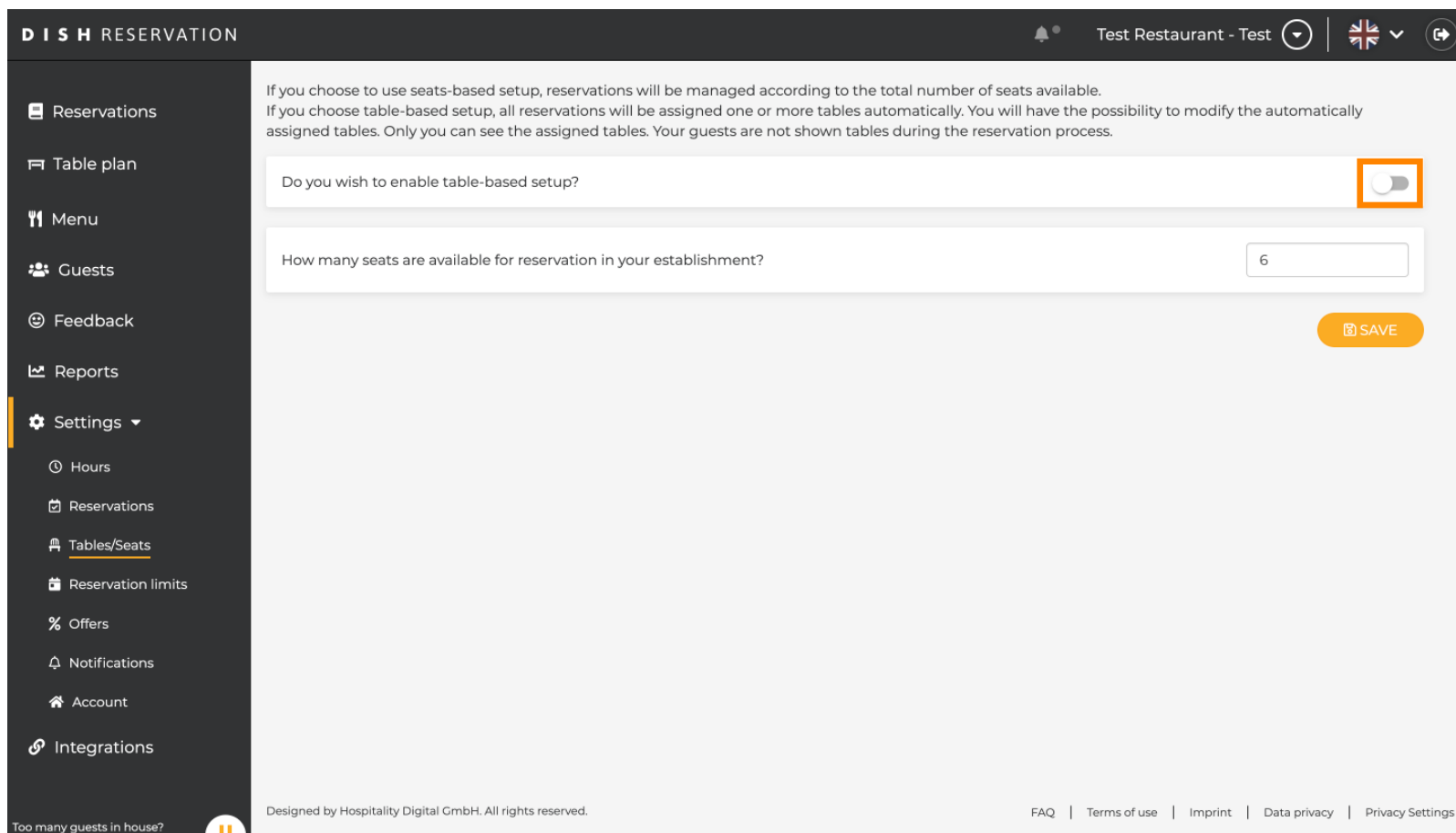
Too many guests in house?

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 [Terms of use](#) |
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Se desejar usar uma configuração baseada em tabelas, basta usar o **botão** para ativá-la. **Observação:** uma configuração baseada em tabelas atribuirá reservas automaticamente às mesas.



DISH RESERVATION | Test Restaurant - Test | UK | Refresh

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?

SAVE

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Mudar da configuração baseada em assentos para a baseada em mesas atribuirá automaticamente todas as reservas existentes às mesas.

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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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Se você escolher a configuração baseada em tabela, poderá gerenciar suas áreas com o **ícone de edição** designado .

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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



Você pode então editar o nome, decidir se o hóspede pode selecioná-lo ao fazer uma reserva e defini-lo como ativo ou inativo, além de adicionar novas áreas e excluí-las.

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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

Too many guests in house?

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Para gerenciar suas tabelas, clique no **ícone de edição** designado .

DISH RESERVATION

Test Restaurant - Test

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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

Too many guests in house?

⏸



Agora você pode editar as mesas existentes. Ativá-las ou inativá-las, escolher se podem ser reservadas online e adicionar ou excluir novas mesas.

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UK

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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

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 used in multiple combinations, You can configure minimum and maximum number of guests, which fit on

Too many guests in house?



Para gerenciar seus grupos de tabelas, clique no **ícone de lápis** designado .

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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

Too many guests in house?

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Você pode então decidir quais mesas podem ser combinadas e definir o número mínimo e máximo de convidados para o grupo de mesas.

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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

SAVE

Too many guests in house?

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Após concluir a configuração, clique em **SALVAR** para aplicar as alterações.

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5	14	Restaurant	3	Active	Active

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

Too many guests in house?

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Ao alternar da configuração baseada em mesas para a baseada em assentos, todas as atribuições de mesas de reservas existentes serão removidas.

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5	14	Restaurant	3	Active	Active

Too many guests in house?



Pronto. Você concluiu o tutorial e agora sabe como gerenciar suas mesas e assentos.

DISH RESERVATION


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5	14	Restaurant	3	Active	Active

Too many guests in house?



Escaneie para ir para o player interativo