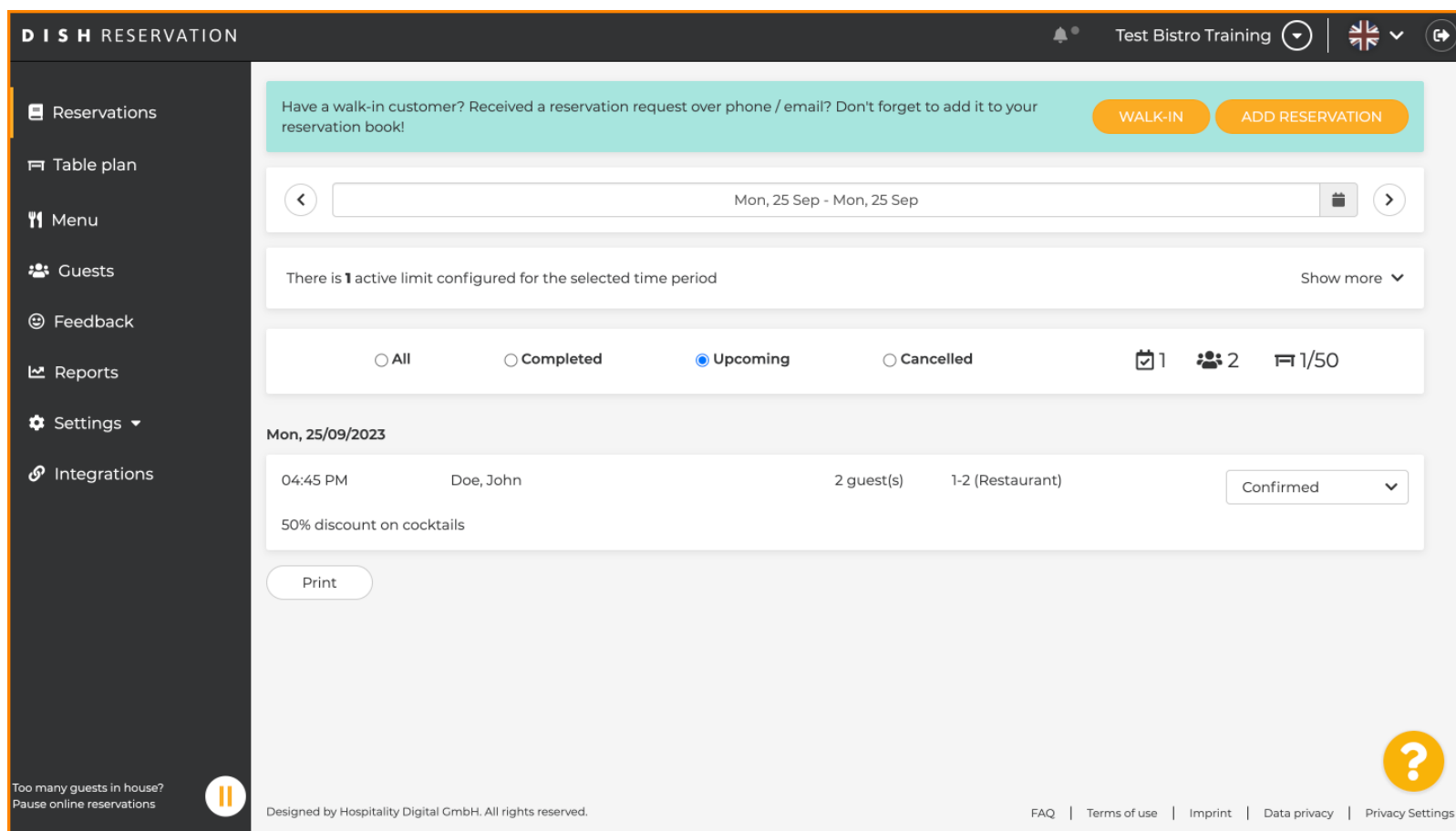




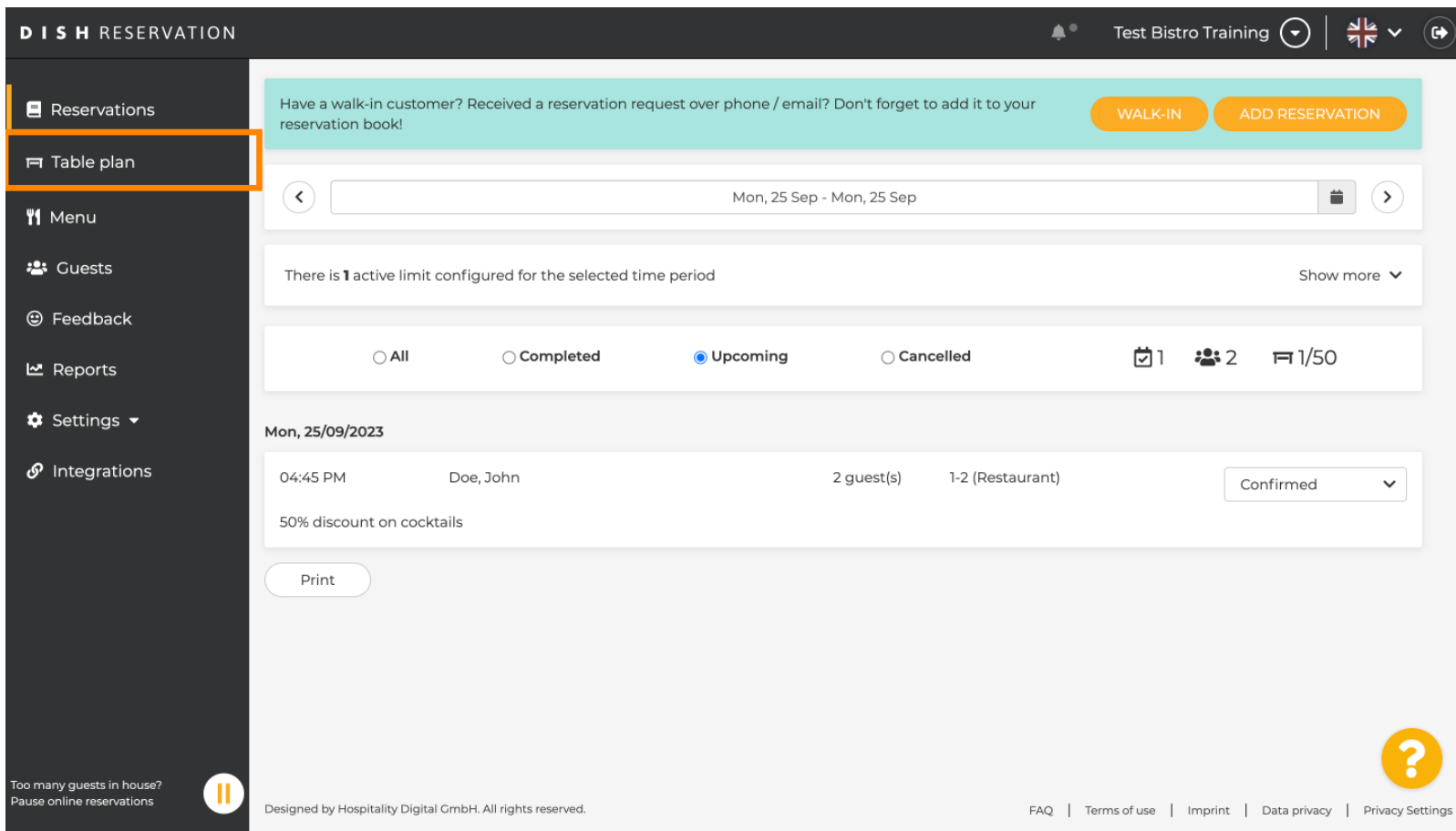
Bem-vindo ao **painel de reservas do DISH**. Neste tutorial, daremos uma visão geral das funções do plano de mesa.



The screenshot displays the DISH RESERVATION administrative 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 teal banner with a message about walk-in customers and two buttons: 'WALK-IN' and 'ADD RESERVATION'. A date range selector shows 'Mon, 25 Sep - Mon, 25 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, 2 people icon, and 1/50 table icon. A reservation card for 'Mon, 25/09/2023' at '04:45 PM' for 'Doe, John' (2 guests, 1-2 Restaurant) is shown with a 'Confirmed' status and a '50% discount on cocktails' note. 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. At the bottom right is a help icon (question mark). The footer contains 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.



Para acessar a planta da mesa, clique em **Planta da Mesa** no menu à esquerda.

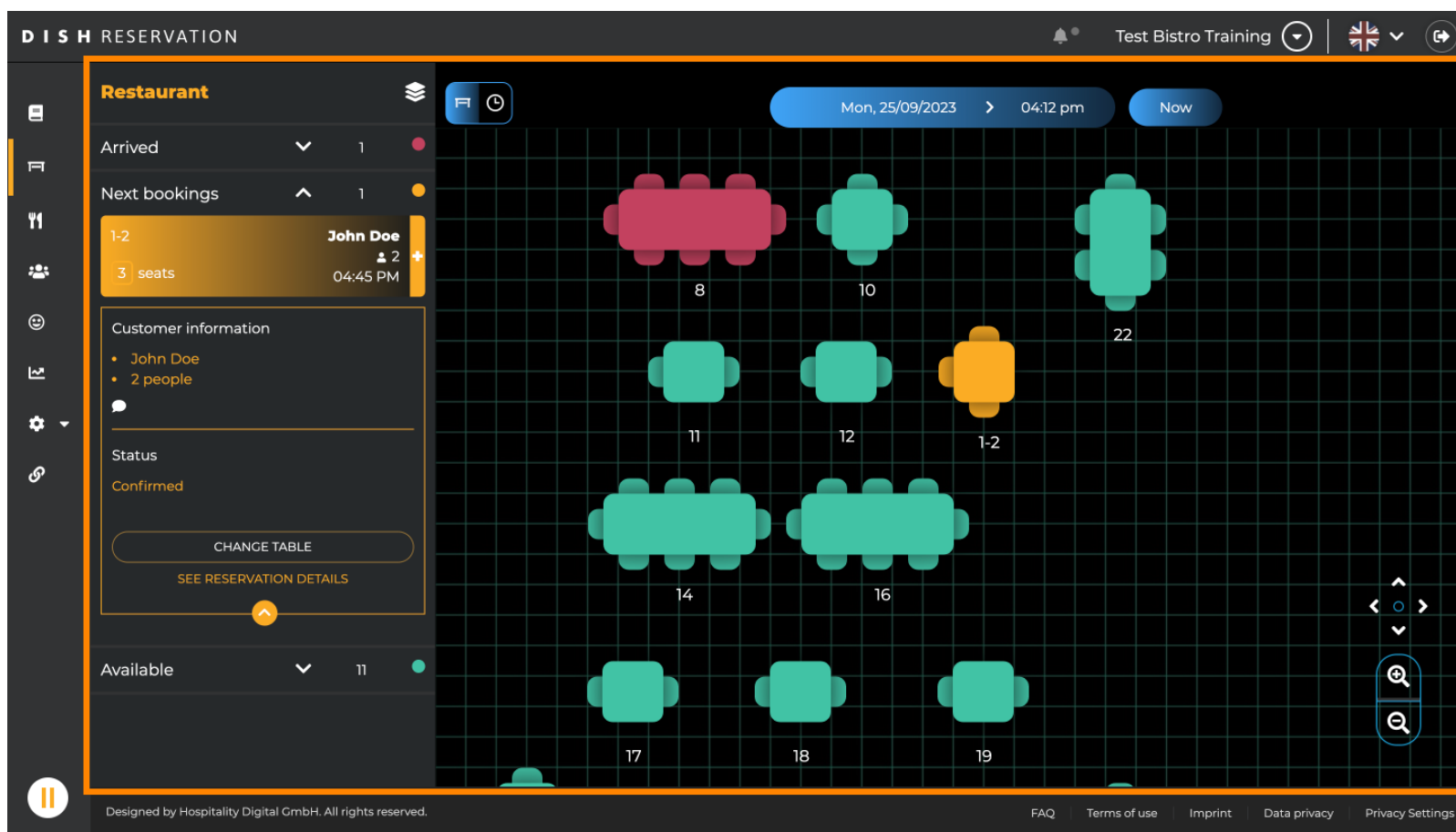


The screenshot displays the DISH RESERVATION administrative interface. On the left sidebar, the 'Table plan' option is highlighted with an orange border. The main content area shows a notification banner at the top with 'WALK-IN' and 'ADD RESERVATION' buttons. Below this is a date range selector set to 'Mon, 25 Sep - Mon, 25 Sep'. A message indicates 'There is 1 active limit configured for the selected time period' with a 'Show more' link. Filter buttons for 'All', 'Completed', 'Upcoming' (selected), and 'Cancelled' are present, along with icons for 1 calendar, 2 people, and 1/50 tables. A reservation entry for 'Mon, 25/09/2023' at '04:45 PM' for 'Doe, John' (2 guests, 1-2 Restaurant) is shown with a 'Confirmed' status and a '50% discount on cocktails' note. A 'Print' button is located below the entry. At the bottom, there is a footer with a 'Pause online reservations' button, 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 (question mark) is also visible in the bottom right corner.



Você verá então suas **mesas disponíveis**, **convidados que chegaram** e **próximas reservas**.

Observação: o plano visual de mesas é um recurso incluído apenas no DISH Professional Reservation.



The screenshot displays the DISH Reservation Administrative Panel. The interface is divided into a left sidebar, a top header, and a main content area.

Header: The top header shows the date and time: "Mon, 25/09/2023" and "04:12 pm". There is also a "Now" button and a "Test Bistro Training" dropdown menu.

Left Sidebar: The sidebar contains a list of reservation statuses: "Arrived" (1), "Next bookings" (1), and "Available" (11). The "Next bookings" section is expanded, showing details for a reservation by "John Doe" for 2 people at 04:45 PM. The status is "Confirmed". There are buttons for "CHANGE TABLE" and "SEE RESERVATION DETAILS".

Main Content Area: The main area displays a grid of tables. Each table is represented by a colored icon (pink, teal, or orange) and a number indicating the number of seats. The tables are arranged in a grid pattern. The numbers visible are 8, 10, 22, 11, 12, 1-2, 14, 16, 17, 18, and 19.

Footer: The footer contains the text "Designed by Hospitality Digital CmbH. All rights reserved." and links for "FAQ", "Terms of use", "Imprint", "Data privacy", and "Privacy Settings".

Para assistir outra data/hora, clique na **barra de tempo**.

DISH RESERVATION

Test Bistro Training

Restaurant

Arrived 1

Next bookings 1

1-2 **John Doe** 2 people 04:45 PM

3 seats

Customer information

- John Doe
- 2 people

Status

Confirmed

CHANGE TABLE

SEE RESERVATION DETAILS

Available 11

Mon, 25/09/2023 > 04:12 pm

Now

8 10 22

11 12 1-2

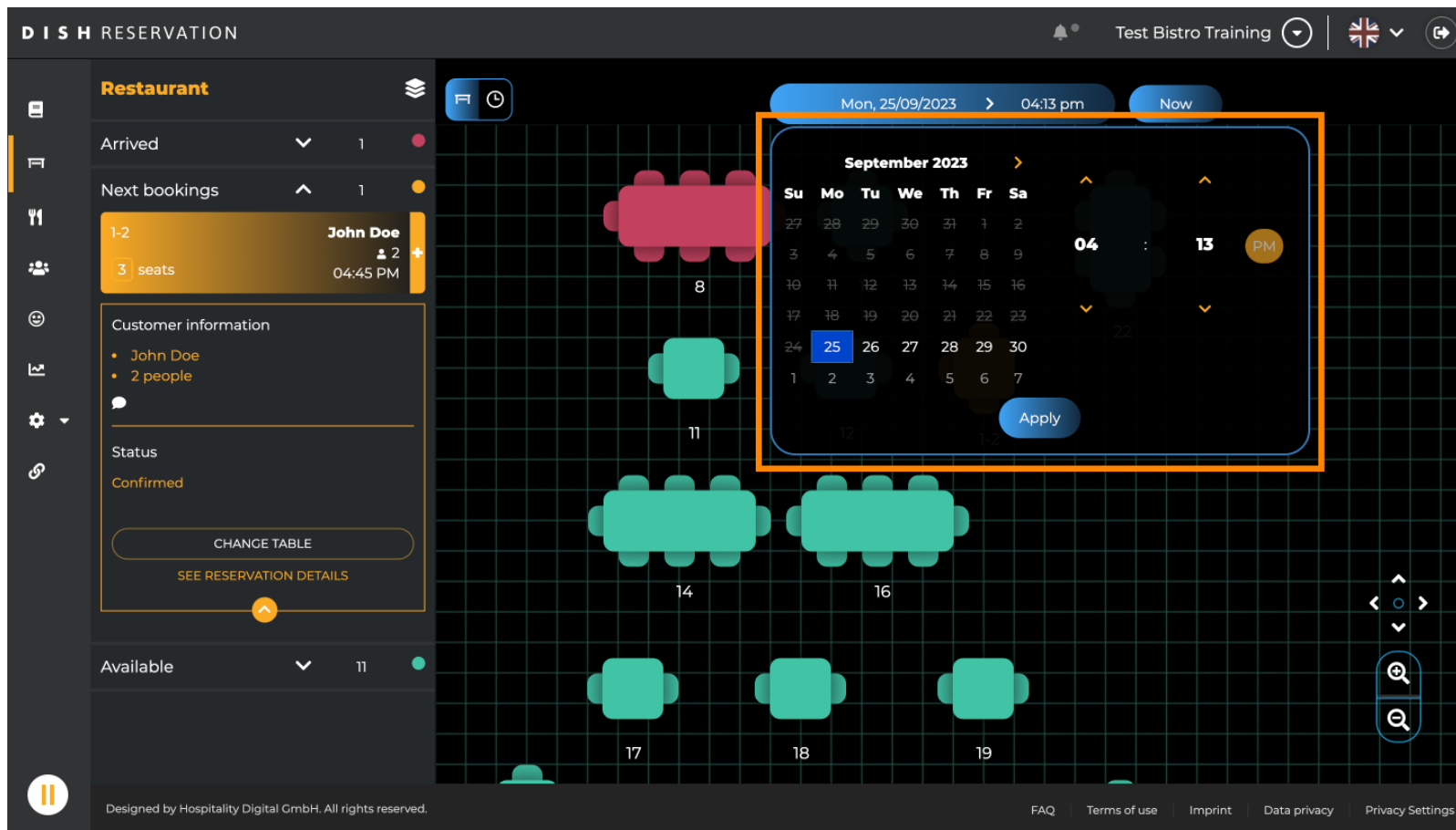
14 16

17 18 19

FAQ Terms of use Imprint Data privacy Privacy Settings

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Em seguida, selecione a data e a hora em que você deseja assistir.



The screenshot displays the DISH Reservation Administrative Panel. On the left, a sidebar contains navigation icons and a list of reservation details for a restaurant. The main area shows a table plan with various table shapes and numbers (8, 11, 14, 16, 17, 18, 19). A date and time selection modal is open, showing a calendar for September 2023 with the 25th selected. The time is set to 04:13 PM. The modal includes an 'Apply' button and navigation arrows.

Restaurant

Arrived 1

Next bookings 1

1-2 **John Doe** 2 people 04:45 PM

3 seats

Customer information

- John Doe
- 2 people

Status

Confirmed

CHANGE TABLE

SEE RESERVATION DETAILS

Available 11

Mon, 25/09/2023 04:13 pm Now

September 2023

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

04 : 13 PM

Apply

FAQ Terms of use Imprint Data privacy Privacy Settings



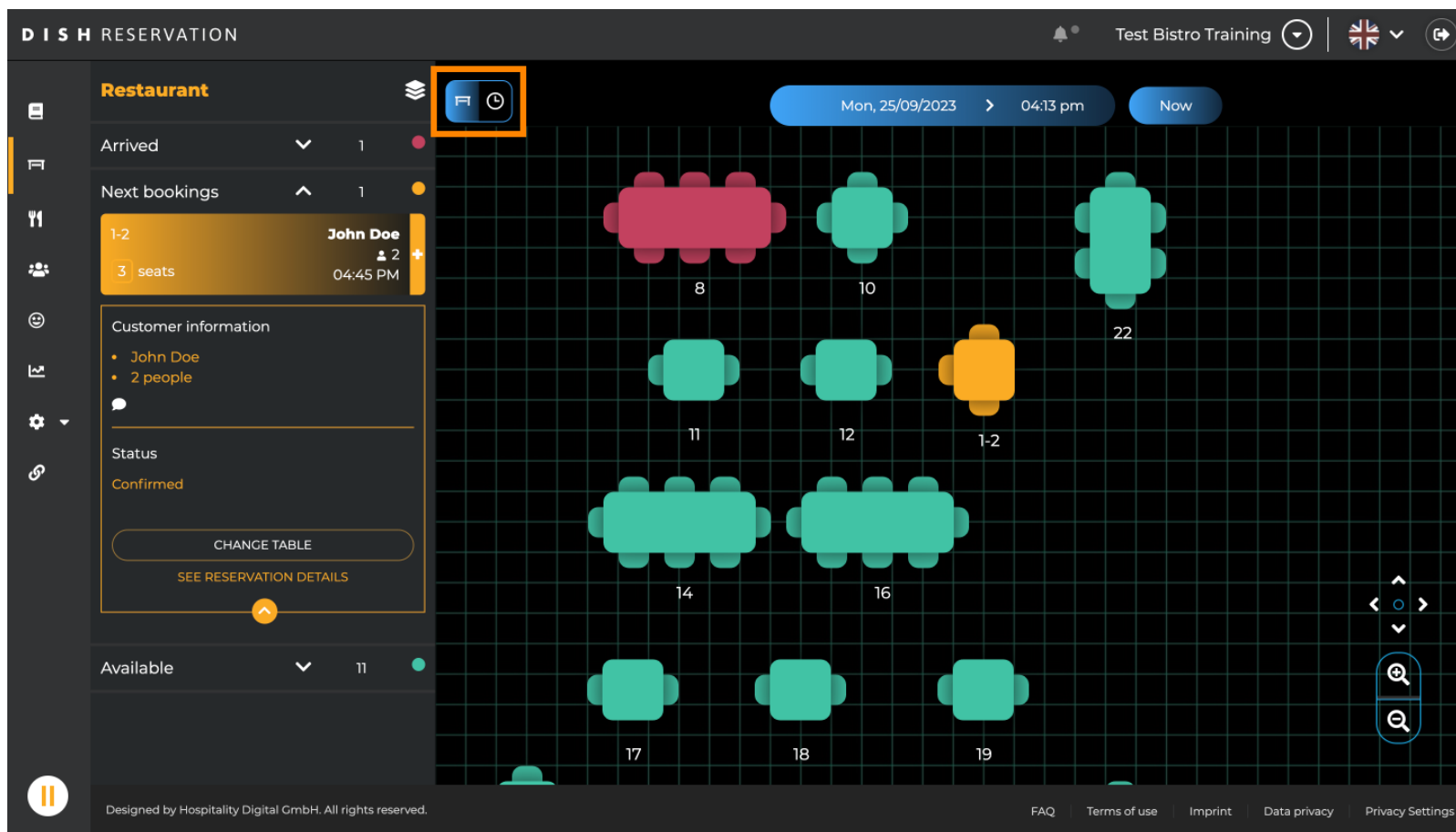
Para voltar ao horário atual, clique em **Agora**.

The screenshot displays the DISH Reservation Administrative Panel. The interface is divided into several sections:

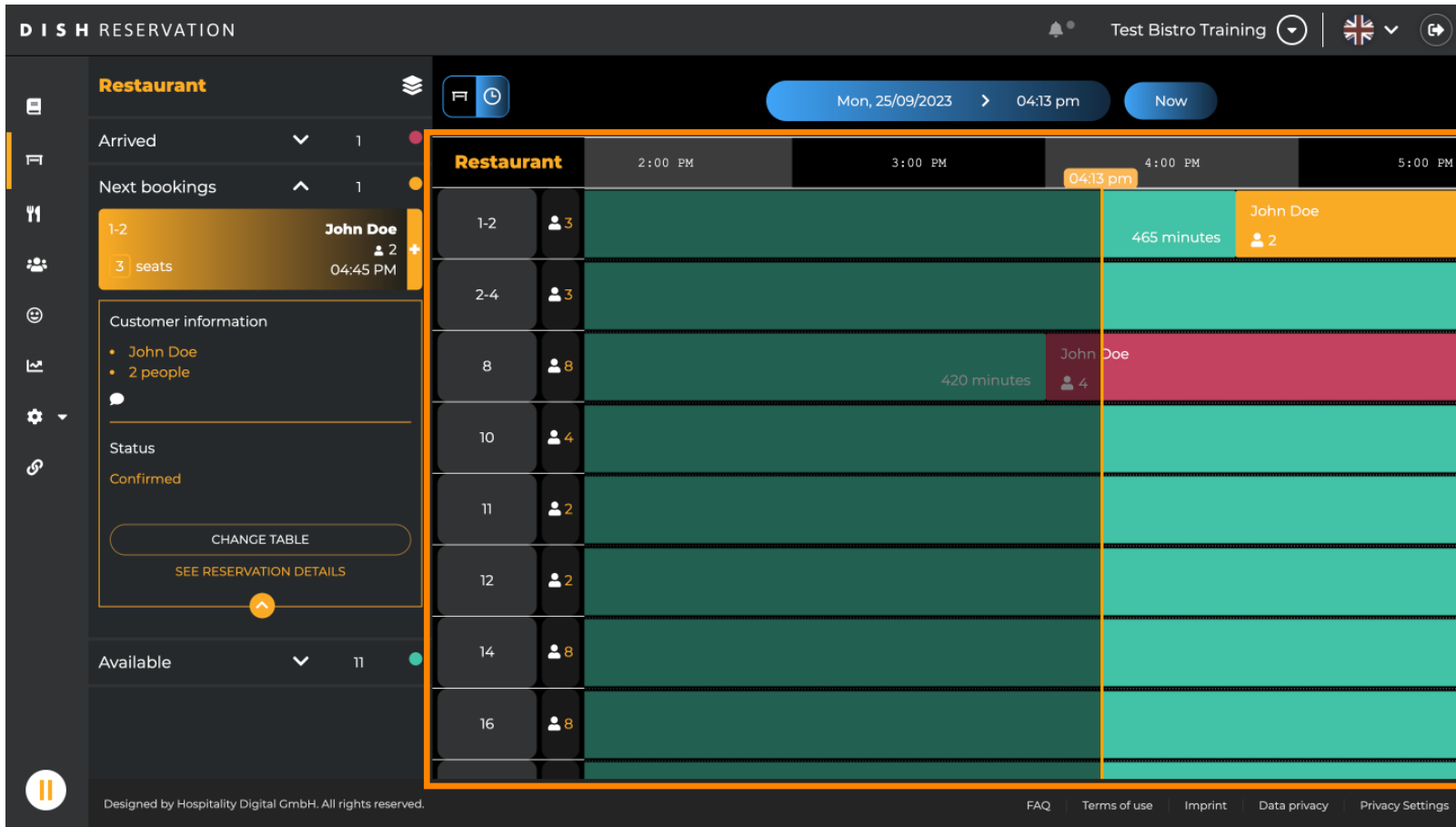
- Header:** Includes the DISH logo, a notification bell, the text "Test Bistro Training", a language selector (UK flag), and a refresh icon.
- Left Sidebar:** Contains navigation icons for various functions.
- Main Content Area:**
 - Restaurant Section:** Shows reservation status filters: "Arrived" (1), "Next bookings" (1), and "Available" (11). A specific reservation for "John Doe" (2 people, 04:45 PM) is highlighted with 3 seats.
 - Customer Information:** Lists "John Doe" and "2 people". The status is "Confirmed". Buttons for "CHANGE TABLE" and "SEE RESERVATION DETAILS" are present.
 - Table Plan:** A grid of tables numbered 8 through 22. Table 8 is pink, table 10 is teal, table 22 is teal, table 11 is teal, table 12 is teal, table 1-2 is orange, table 14 is teal, table 16 is teal, table 17 is teal, table 18 is teal, and table 19 is teal. A "Now" button is highlighted with an orange border.
- Footer:** Includes a copyright notice "Designed by Hospitality Digital CmbH. All rights reserved." and links for "FAQ", "Terms of use", "Imprint", "Data privacy", and "Privacy Settings".



Ao selecionar o **ícone de mesa** , você verá uma visão geral das mesas disponíveis e reservadas. Clique no **ícone de relógio** para ver uma visão geral das reservas atribuídas às mesas.



 Agora você vê os horários disponíveis para as mesas correspondentes.



The screenshot displays the DISH Reservation Administrative Panel. The interface is divided into several sections:

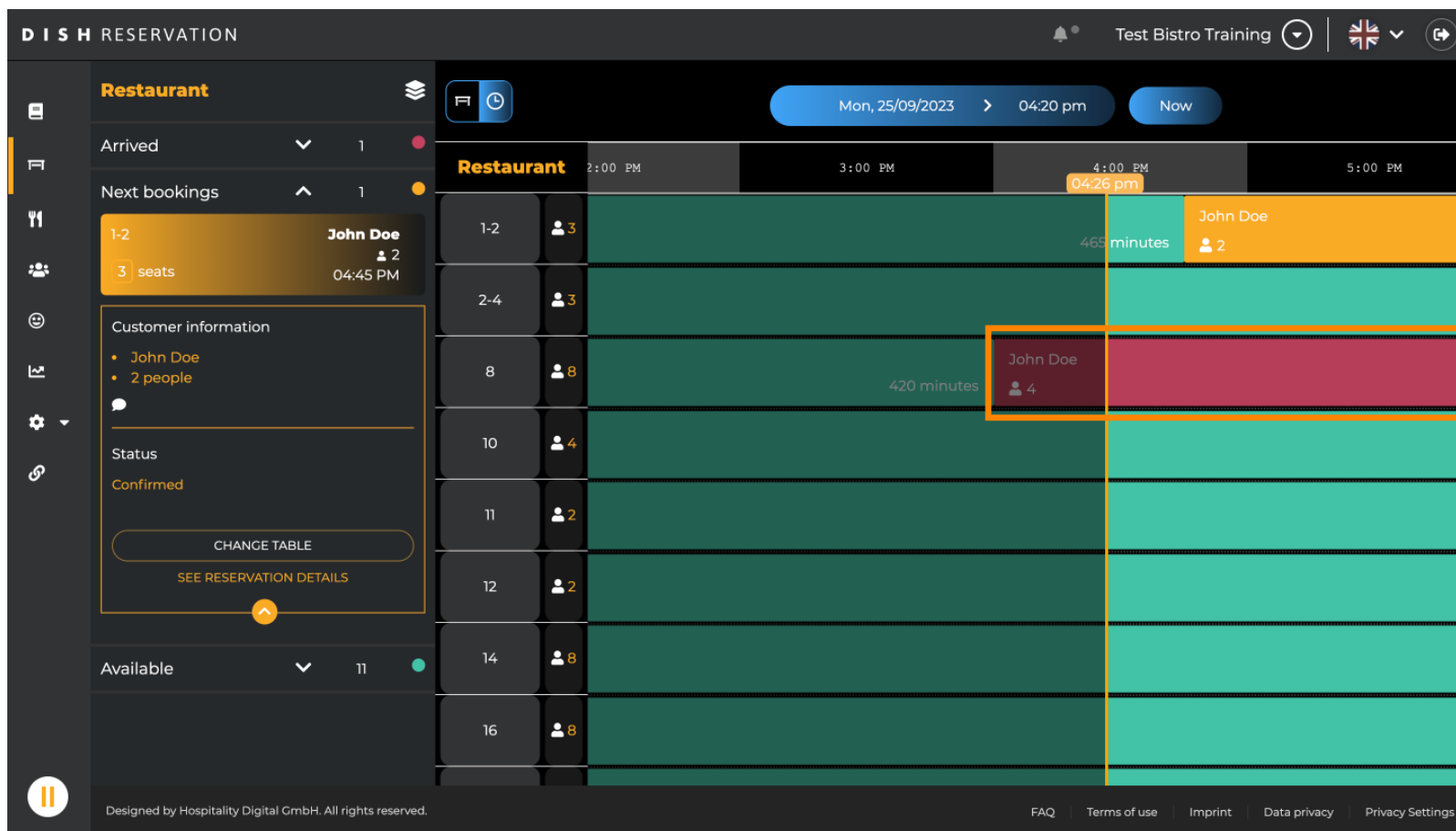
- Header:** "DISH RESERVATION" logo, user "Test Bistro Training", and navigation icons.
- Left Sidebar:** Contains icons for various functions: Home, Restaurant, Bookings, Customers, Settings, and a Help/Info icon.
- Main Content Area:**
 - Restaurant Overview:** Shows "Arrived" (1), "Next bookings" (1), and "Available" (11) counts.
 - Customer Information:** Details for "John Doe" (2 people, 04:45 PM arrival). Includes a "Status" of "Confirmed" and buttons for "CHANGE TABLE" and "SEE RESERVATION DETAILS".
 - Table Plan:** A grid showing tables (1-2, 2-4, 8, 10, 11, 12, 14, 16) and their corresponding reservation details. The current time is 04:13 pm.

Table	Guests	Arrival Time	Duration	Guest Name
1-2	3	04:13 pm	465 minutes	John Doe (2)
2-4	3			
8	8		420 minutes	John Doe (4)
10	4			
11	2			
12	2			
14	8			
16	8			

Footer: Designed by Hospitality Digital GmbH. All rights reserved. | FAQ | Terms of use | Imprint | Data privacy | Privacy Settings



Clique em uma **reserva existente** para ajustar as reservas selecionadas. **Observação: não importa se são futuras ou já estão em andamento.**



DISH RESERVATION Test Bistro Training

Mon, 25/09/2023 > 04:20 pm Now

Restaurant

Arrived 1

Next bookings 1

1-2 **John Doe** 2 people 04:45 PM 3 seats

Customer information

- John Doe
- 2 people

Status Confirmed

CHANGE TABLE

SEE RESERVATION DETAILS

Available 11

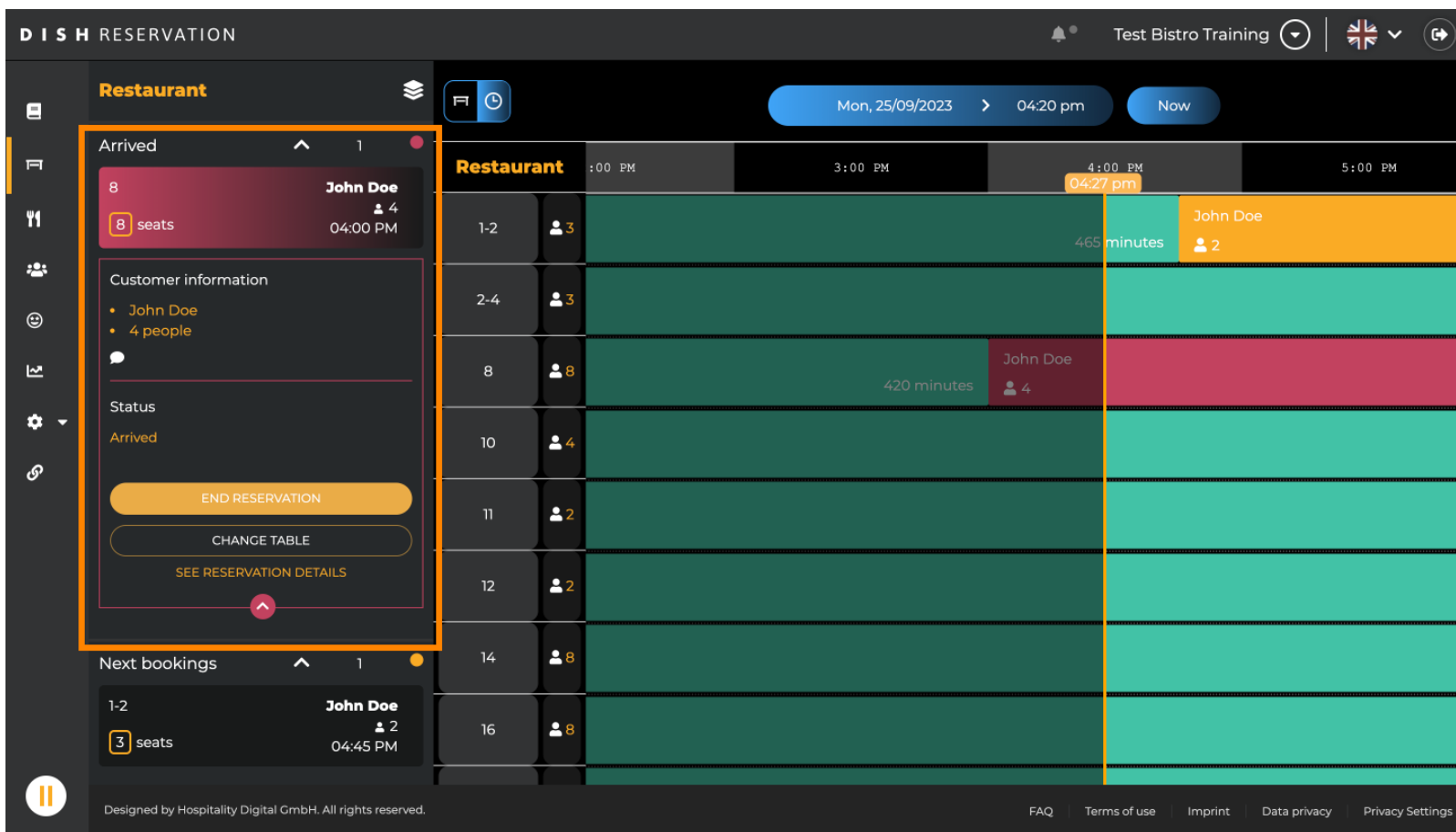
Table	Guests	Time	Duration	Guest Name	Guests
1-2	3	04:26 pm	465 minutes	John Doe	2
2-4	3				
8	8		420 minutes	John Doe	4
10	4				
11	2				
12	2				
14	8				
16	8				

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As **informações** da reserva selecionada serão exibidas à esquerda. Você terá diferentes opções para escolher dependendo do status da reserva (chegada, confirmada, próxima).



The screenshot displays the DISH Reservation Administrative Panel. On the left, a sidebar shows the 'Restaurant' section with a list of reservations. The selected reservation is highlighted, showing details for 'John Doe' (4 people, 04:00 PM) with 8 seats. The details panel includes customer information, status (Arrived), and action buttons: 'END RESERVATION', 'CHANGE TABLE', and 'SEE RESERVATION DETAILS'. The main area shows a table plan with a grid of tables (1-2, 2-4, 8, 10, 11, 12, 14, 16) and their respective seat counts. A reservation for 'John Doe' (2 people) is shown at 04:27 PM, with a duration of 465 minutes. The interface includes a top navigation bar with the date 'Mon, 25/09/2023' and time '04:20 pm', and a bottom footer with links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.



Para adicionar uma nova reserva, selecione a **mesa** desejada para fazer a reserva.

DISH RESERVATION Test Bistro Training

Mon, 25/09/2023 > 04:20 pm Now

Restaurant

Arrived 1

8 **John Doe**
8 seats 04:00 PM

Customer information

- John Doe
- 4 people

Status
Arrived

END RESERVATION

CHANGE TABLE

SEE RESERVATION DETAILS

Next bookings 1

1-2 **John Doe**
3 seats 04:45 PM

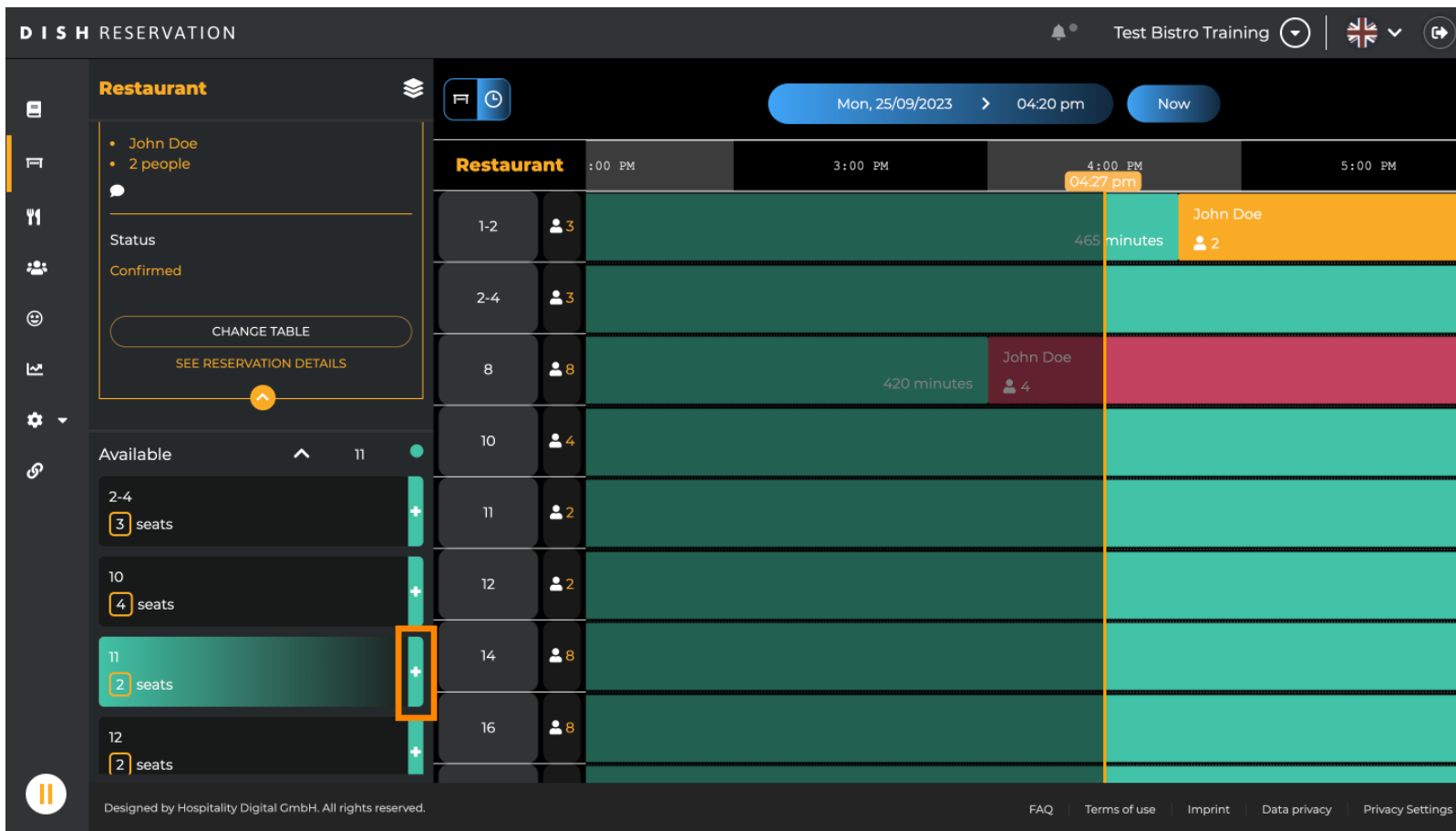
Restaurant	1:00 PM	3:00 PM	4:00 PM	5:00 PM
1-2	3		John Doe 2	
2-4	3			
8	8	John Doe 4		
10	4			
11	2			
12	2			
14	8			
16	8			

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Em seguida, clique no **símbolo de mais** para adicionar uma nova reserva.



DISH RESERVATION

Test Bistro Training

Mon, 25/09/2023 04:20 pm Now

Restaurant

- John Doe
- 2 people

Status: Confirmed

CHANGE TABLE

SEE RESERVATION DETAILS

Available: 11

2-4 seats

10 seats

11 seats

12 seats

Restaurant

	1:00 PM	3:00 PM	4:00 PM	5:00 PM
1-2	John Doe 2			
2-4				
8	John Doe 4			
10				
11				
12				
14				
16				

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FAQ Terms of use Imprint Data privacy Privacy Settings



Uma nova tela de entrada será aberta, onde você poderá inserir as **informações** necessárias .

DISH RESERVATION
Test Bistro Training

BACK

11
2 seats
04:20 pm

Customer information

First name

Last name

Party size

Phone number

Email address

Duration time
150 min

Status
Available

CREATE RESERVATION
DONT SAVE

Restaurant

		12:00 PM	3:00 PM	4:00 PM	5:00 PM
1-2	3	465 minutes		John Doe 2	
2-4	3				
8	8	420 minutes		John Doe 4	
10	4				
11	2				
12	2				
14	8				
16	8				

Mon, 25/09/2023
04:20 pm
Now

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FAQ
Terms of use
Imprint
Data privacy
Privacy Settings



Depois de inserir todas as informações da reserva, clique em **CRIAR RESERVA** para adicioná-la.

DISH RESERVATION


Test Bistro Training





BACK

11

2 seats

04:20 pm

Customer information

Jane

Doe

2

Phone number

Email address

Duration time

150 min

Status

Available

CREATE RESERVATION

DON'T SAVE

Restaurant

1-2

3

2-4

3

8

8

10

4

11

2

12

2

14

8

16

8

Mon, 25/09/2023

04:20 pm

Now

4:00 PM

3:00 PM

4:00 PM

5:00 PM

04:27 pm

John Doe

2

465 minutes

John Doe

4

420 minutes

FAQ

Terms of use

Imprint

Data privacy

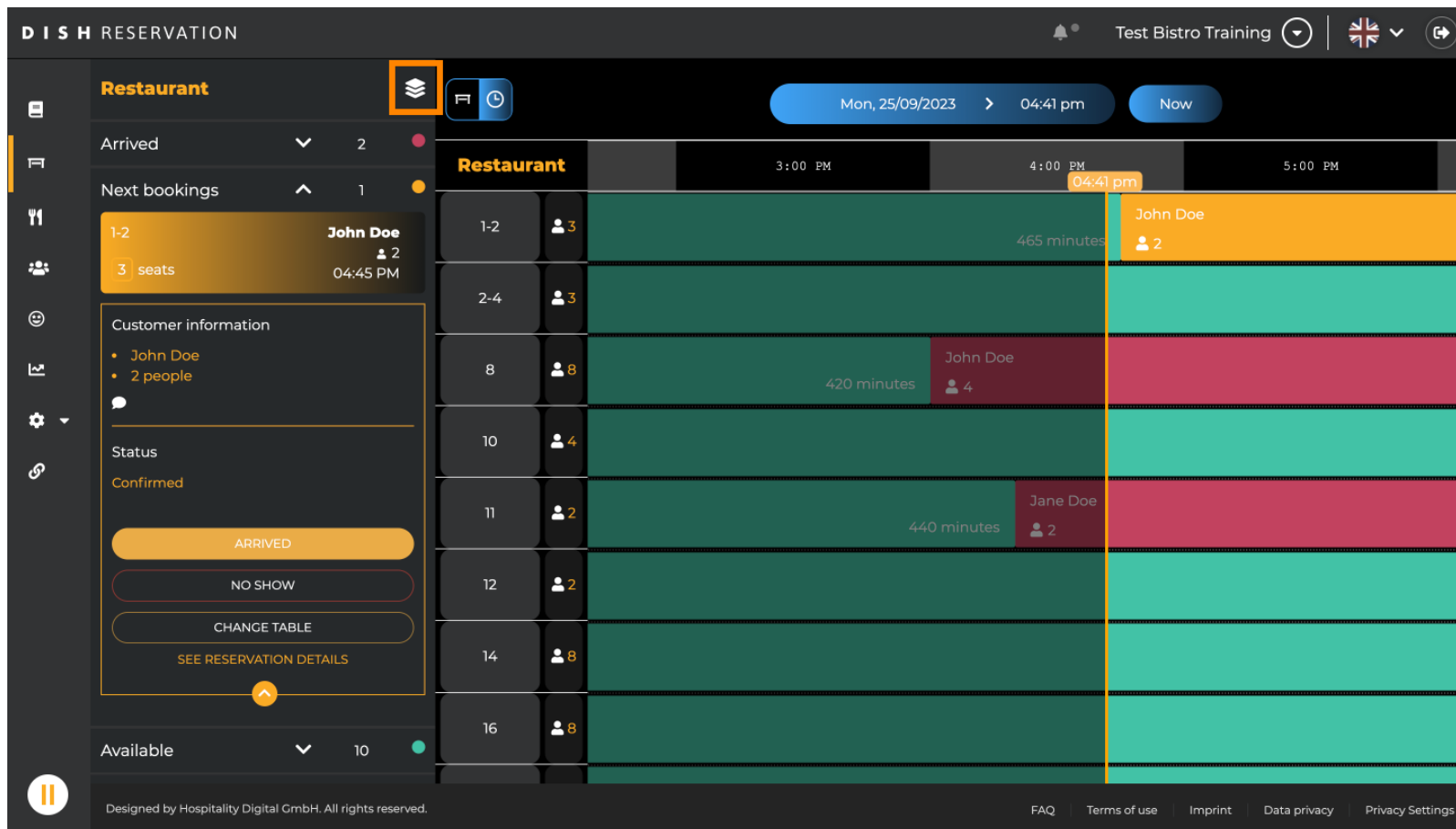
Privacy Settings

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14 de 32



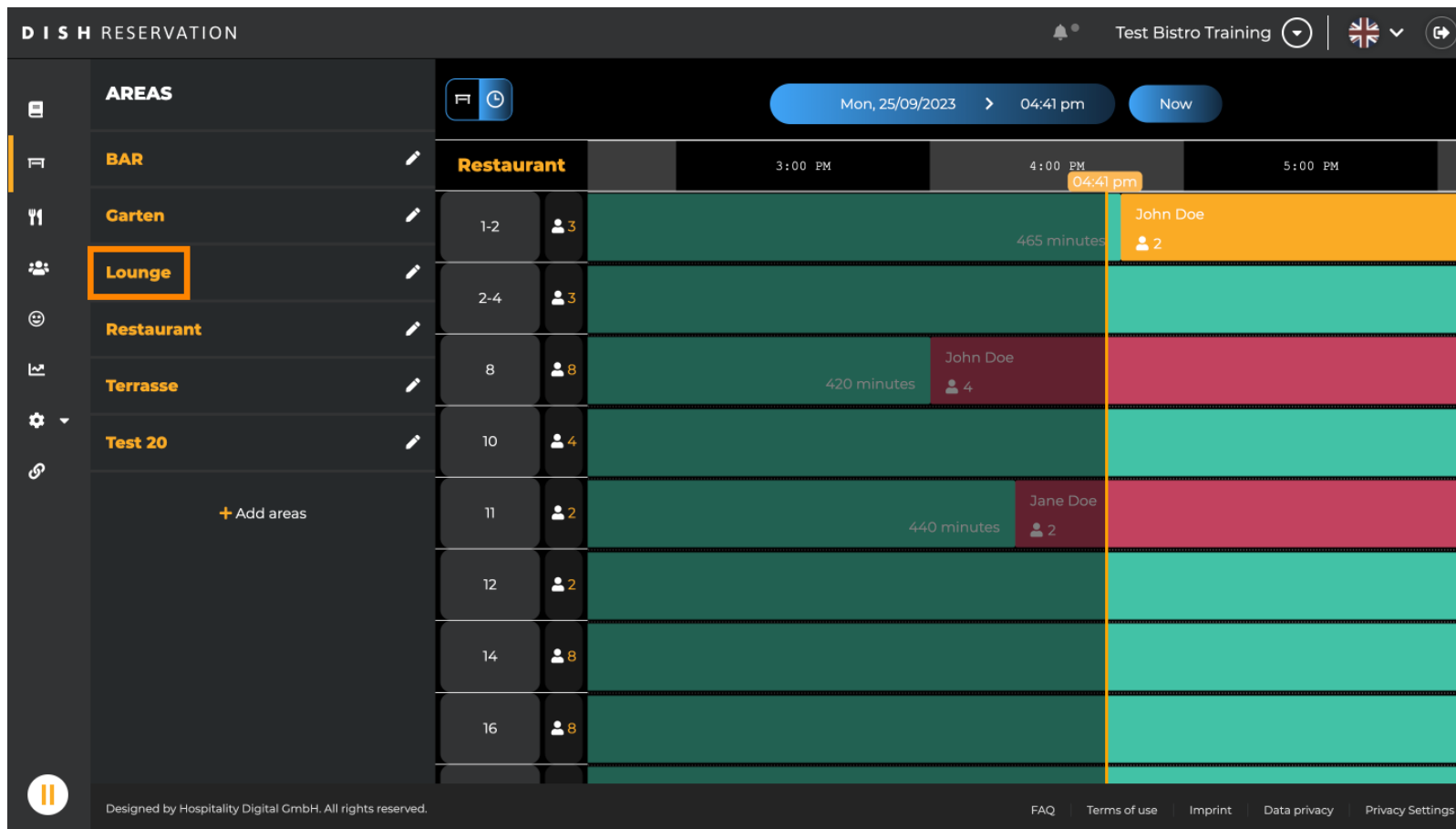
Para alternar a área do seu estabelecimento, clique no **símbolo em camadas**.



The screenshot displays the DISH Reservation Administrative Panel. The interface is divided into several sections:

- Header:** Includes the DISH RESERVATION logo, a notification bell, the text "Test Bistro Training", a dropdown menu with a flag icon, and a refresh icon.
- Left Sidebar:** Contains a vertical menu with icons for various functions: a calendar, a table plan, a fork and knife, a group of people, a smiley face, a list, a gear (settings), and a link icon.
- Main Content Area:**
 - Restaurant Section:** At the top, it shows "Restaurant" with a highlighted icon of three stacked squares (the "símbolo em camadas"). Below this, there are sections for "Arrived" (2 people), "Next bookings" (1 booking), and "Customer information" (John Doe, 2 people, 04:45 PM). There are also buttons for "ARRIVED", "NO SHOW", "CHANGE TABLE", and "SEE RESERVATION DETAILS".
 - Table Plan:** A grid showing the layout of the restaurant. The grid has columns for time slots (3:00 PM, 4:00 PM, 5:00 PM) and rows for different table numbers (1-2, 2-4, 8, 10, 11, 12, 14, 16). Each table entry shows the number of people (e.g., 3, 4, 8) and the duration of the reservation (e.g., 465 minutes, 420 minutes, 440 minutes). The current time, 04:41 pm, is indicated by a vertical orange line.
 - Available Section:** At the bottom left, it shows "Available" with a dropdown menu and the number 10.
- Footer:** Includes the text "Designed by Hospitality Digital GmbH. All rights reserved." and links for "FAQ", "Terms of use", "Imprint", "Data privacy", and "Privacy Settings".

Em seguida, selecione a área desejada clicando no **nome** dela.



DISH RESERVATION Test Bistro Training

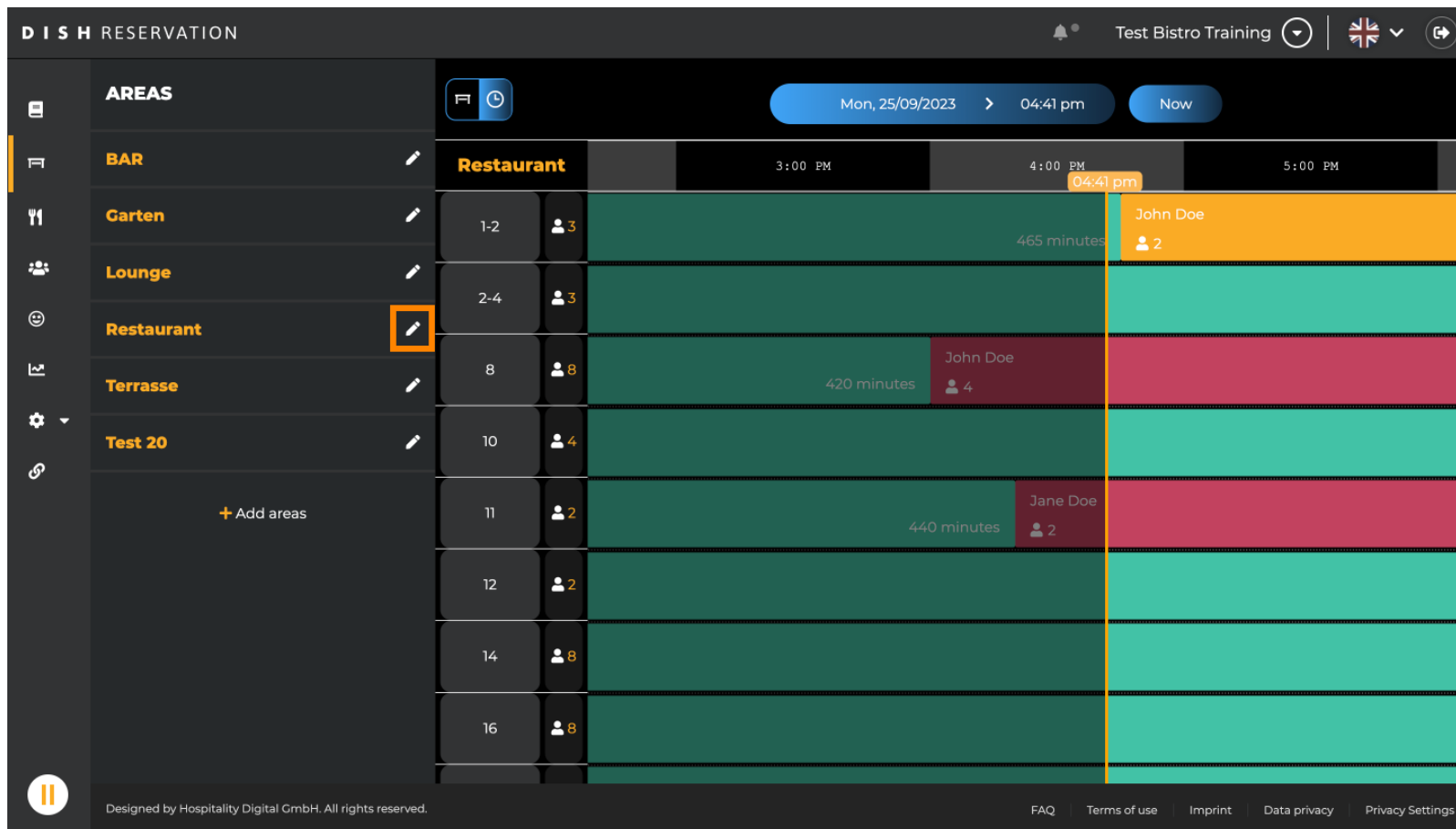
Mon, 25/09/2023 04:41 pm Now

AREAS	Restaurant	3:00 PM	4:00 PM	5:00 PM
BAR				
Garten	1-2 3	465 minutes		John Doe 2
Lounge	2-4 3			
Restaurant	8 8	420 minutes	John Doe 4	
Terrasse	10 4			
Test 20	11 2	440 minutes	Jane Doe 2	
+ Add areas	12 2			
	14 8			
	16 8			

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Se desejar editar uma área, clique no **ícone de edição** correspondente .

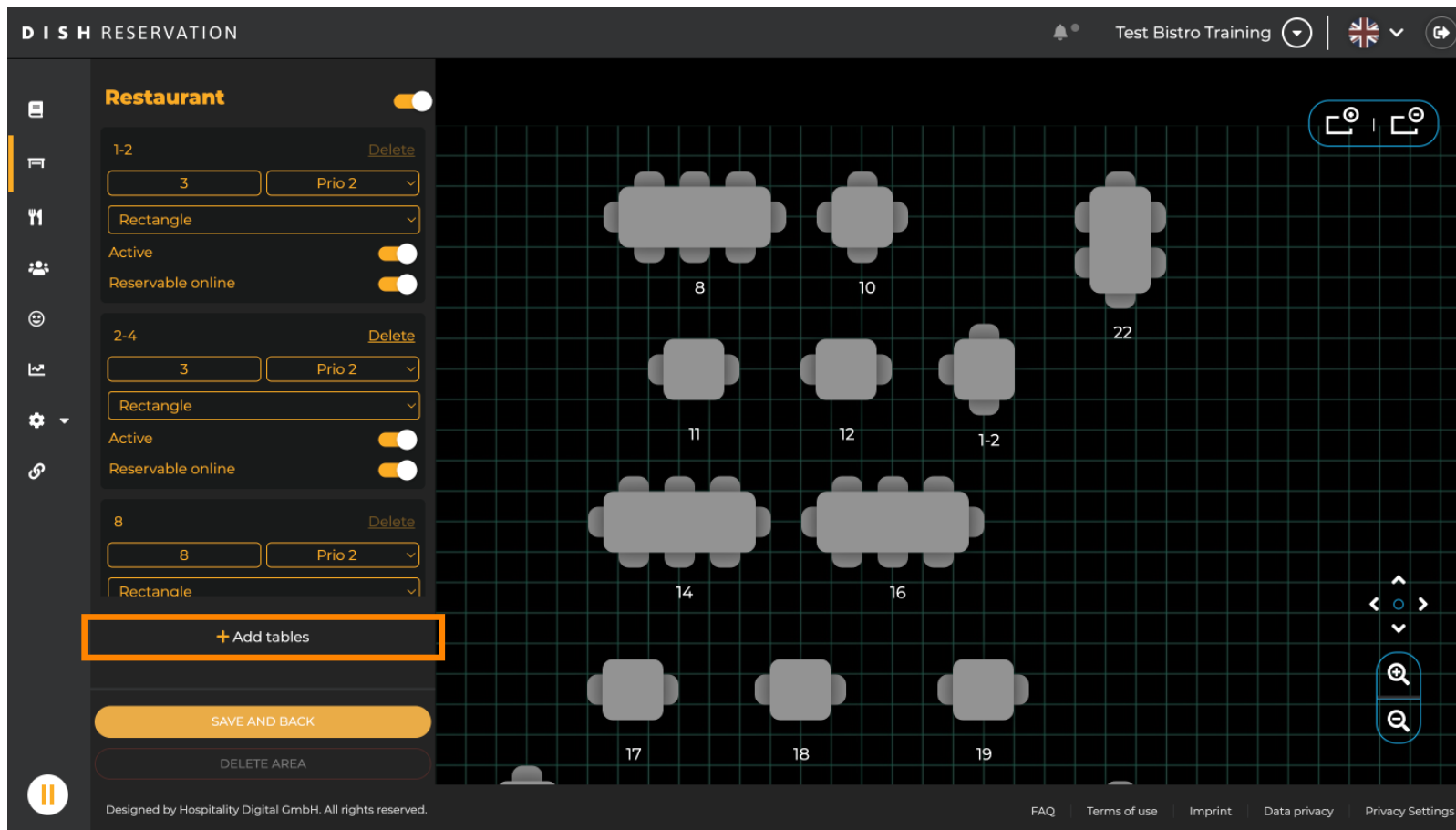


The screenshot displays the DISH RESERVATION administrative interface. On the left, a sidebar lists various areas: BAR, Garten, Lounge, Restaurant, Terrasse, and Test 20. The 'Restaurant' area is currently selected and highlighted with an orange box around its edit icon (a pencil). The main area shows a reservation plan for Monday, 25/09/2023, at 04:41 pm. The plan is organized into a grid with columns for time slots (3:00 PM, 4:00 PM, 5:00 PM) and rows for reservation slots. The 'Restaurant' area is highlighted in orange, and the 'Garten' area is highlighted in green. The 'Lounge' area is highlighted in blue. The 'Terrasse' area is highlighted in red. The 'Test 20' area is highlighted in purple. The 'Restaurant' area is highlighted in orange. The 'Garten' area is highlighted in green. The 'Lounge' area is highlighted in blue. The 'Terrasse' area is highlighted in red. The 'Test 20' area is highlighted in purple. The 'Restaurant' area is highlighted in orange. The 'Garten' area is highlighted in green. The 'Lounge' area is highlighted in blue. The 'Terrasse' area is highlighted in red. The 'Test 20' area is highlighted in purple.

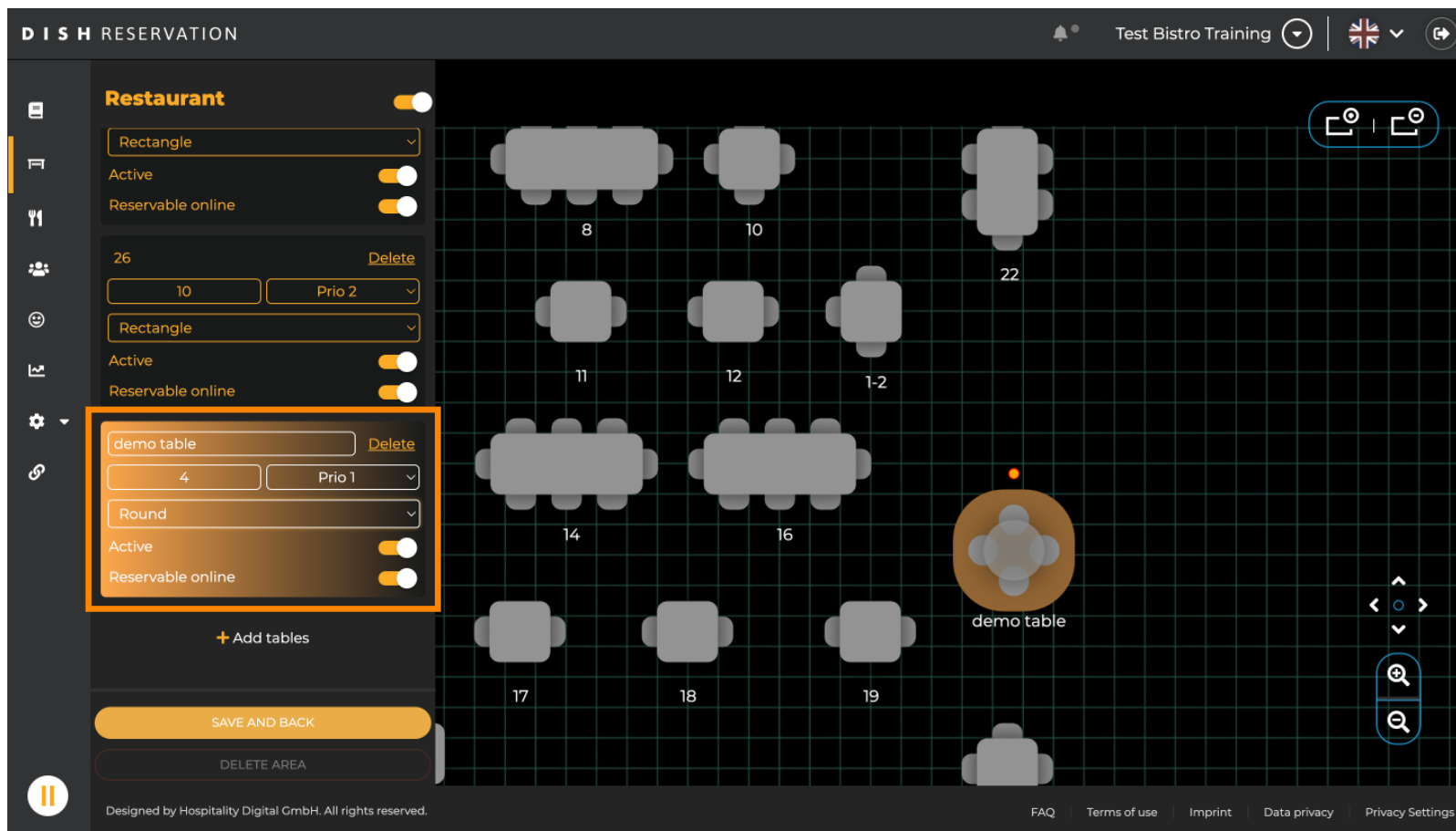
Area	Reservation Slot	Guests	Duration	Guest Name
Restaurant	1-2	3	465 minutes	John Doe
Garten	2-4	3		
Lounge	8	8	420 minutes	John Doe
Terrasse	10	4		
Test 20	11	2	440 minutes	Jane Doe
	12	2		
	14	8		
	16	8		



Agora você pode adicionar tabelas a esta área. Para isso, clique em **+ Adicionar tabelas**.

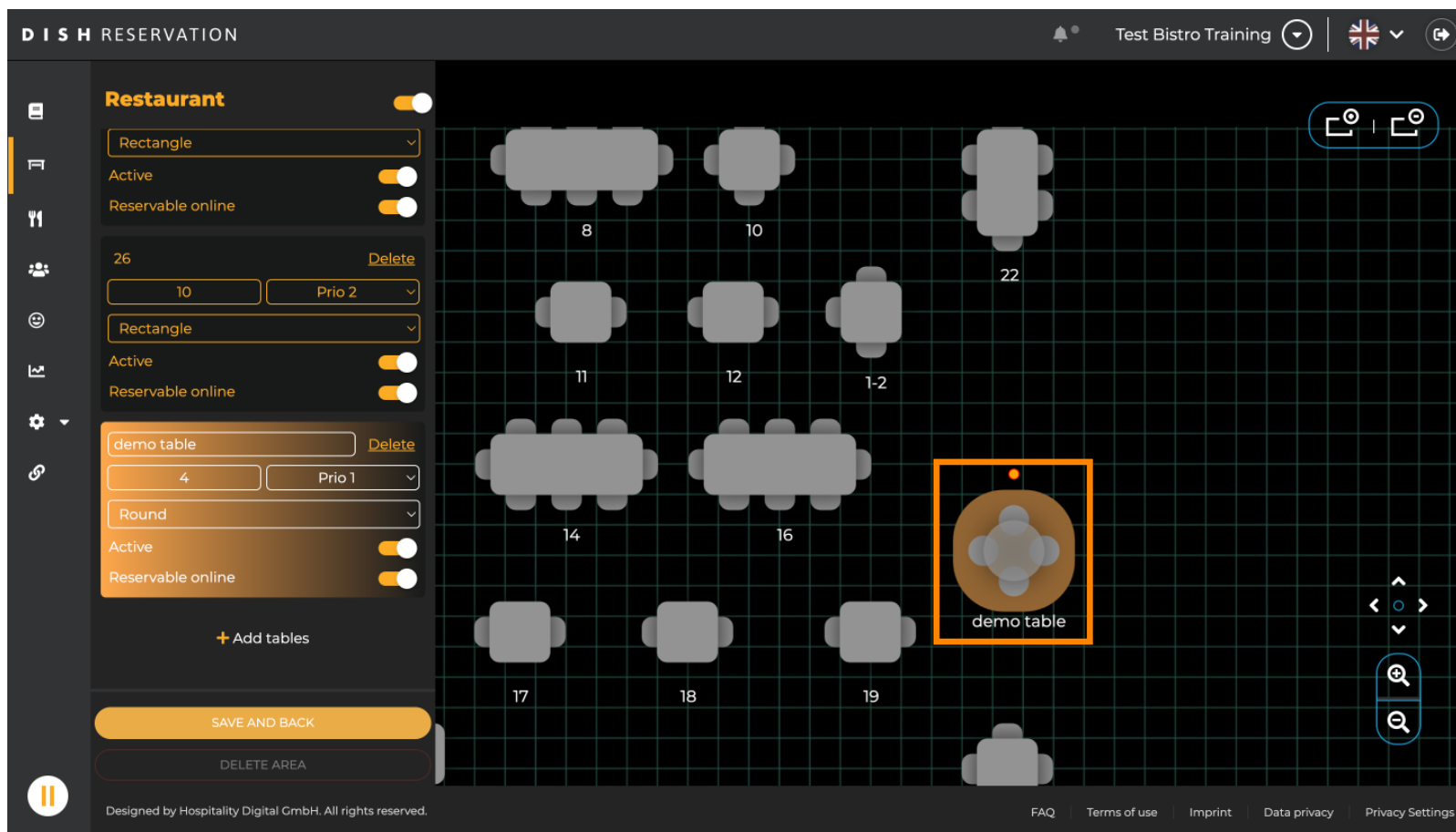


Uma nova **máscara de entrada** aparecerá onde você deve adicionar os detalhes da tabela.

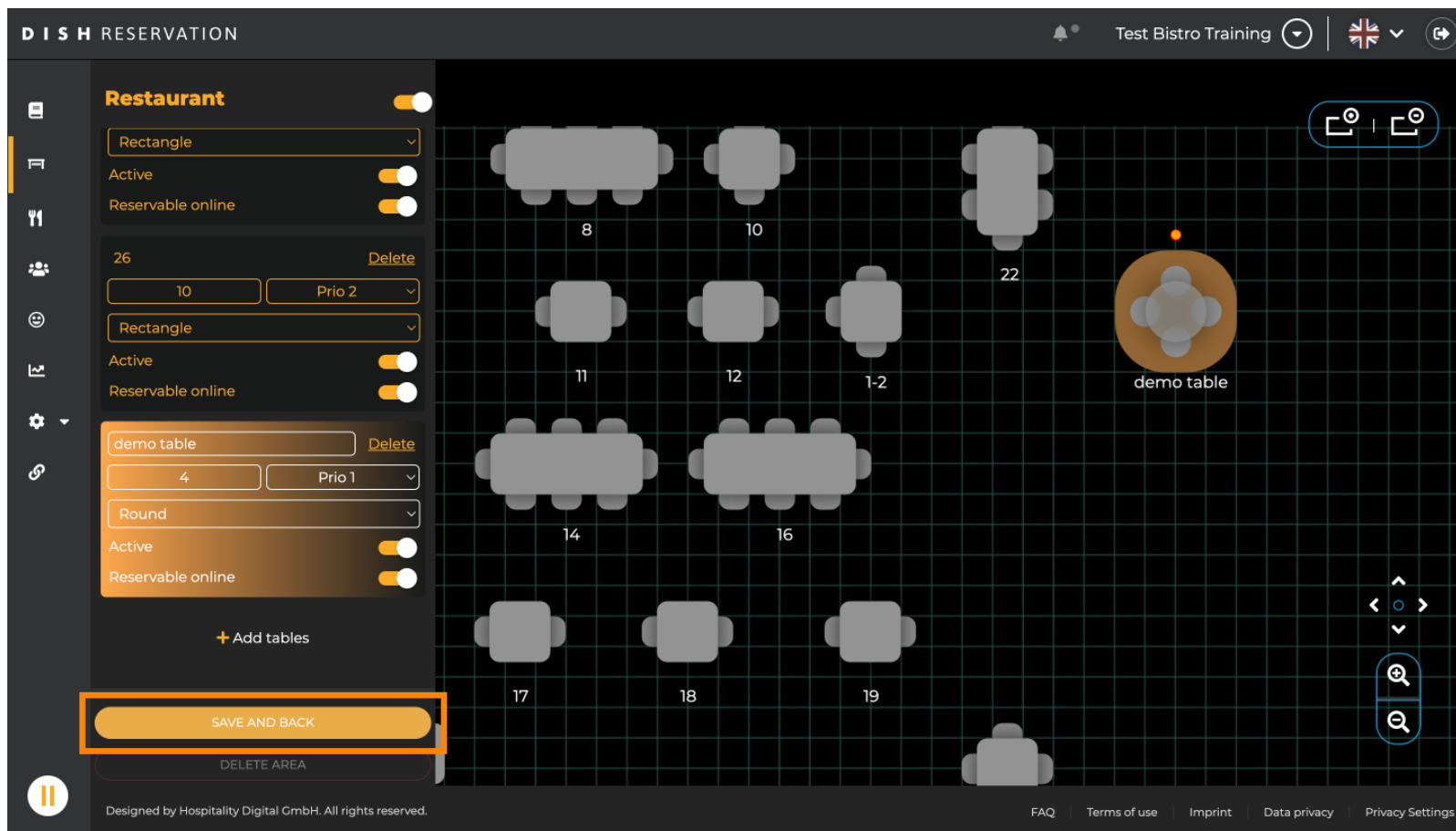




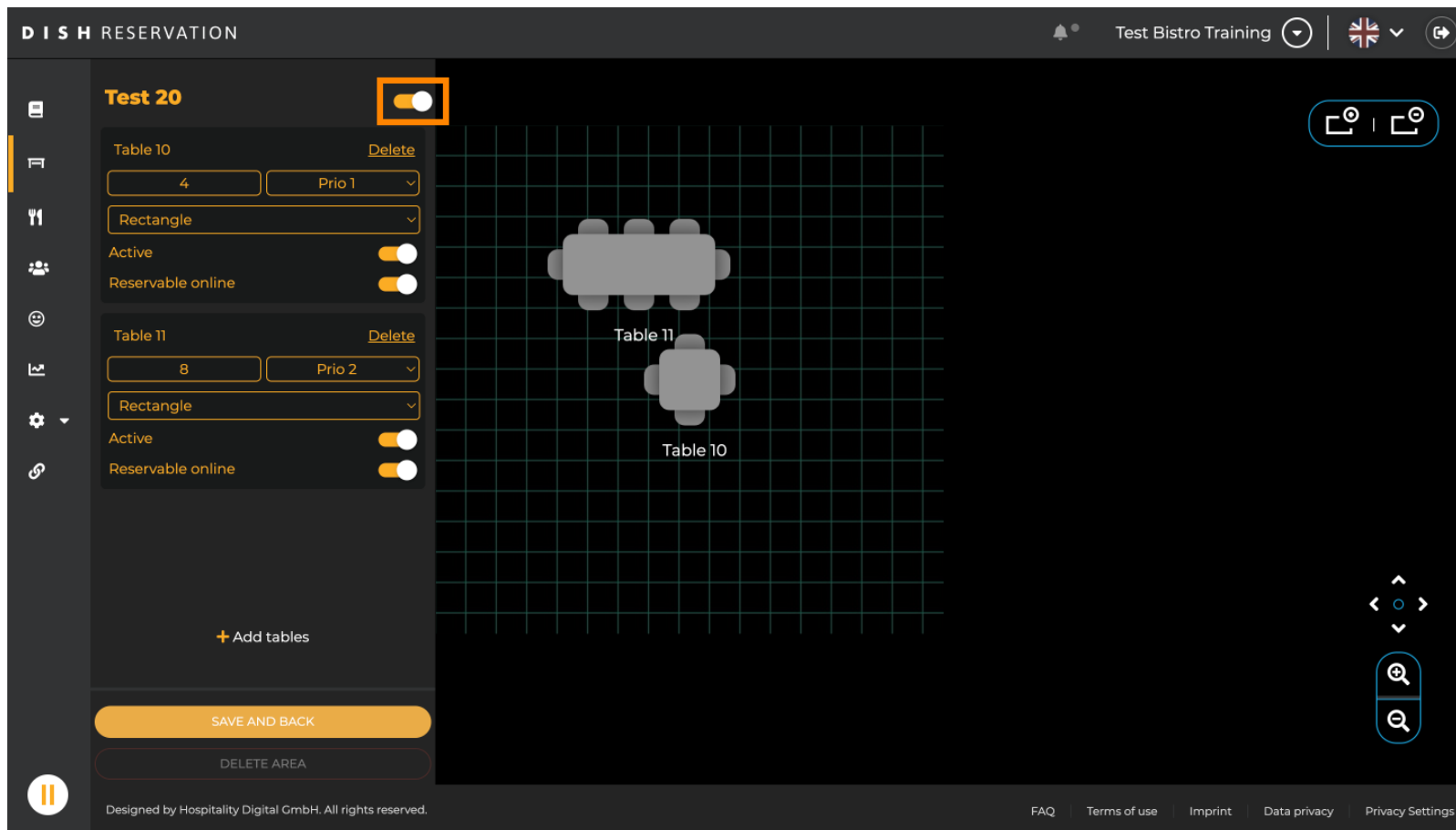
Depois de adicionar os detalhes, você pode mover a **nova mesa** livremente no seu plano de mesa. Basta arrastá-la e soltá-la no local desejado.



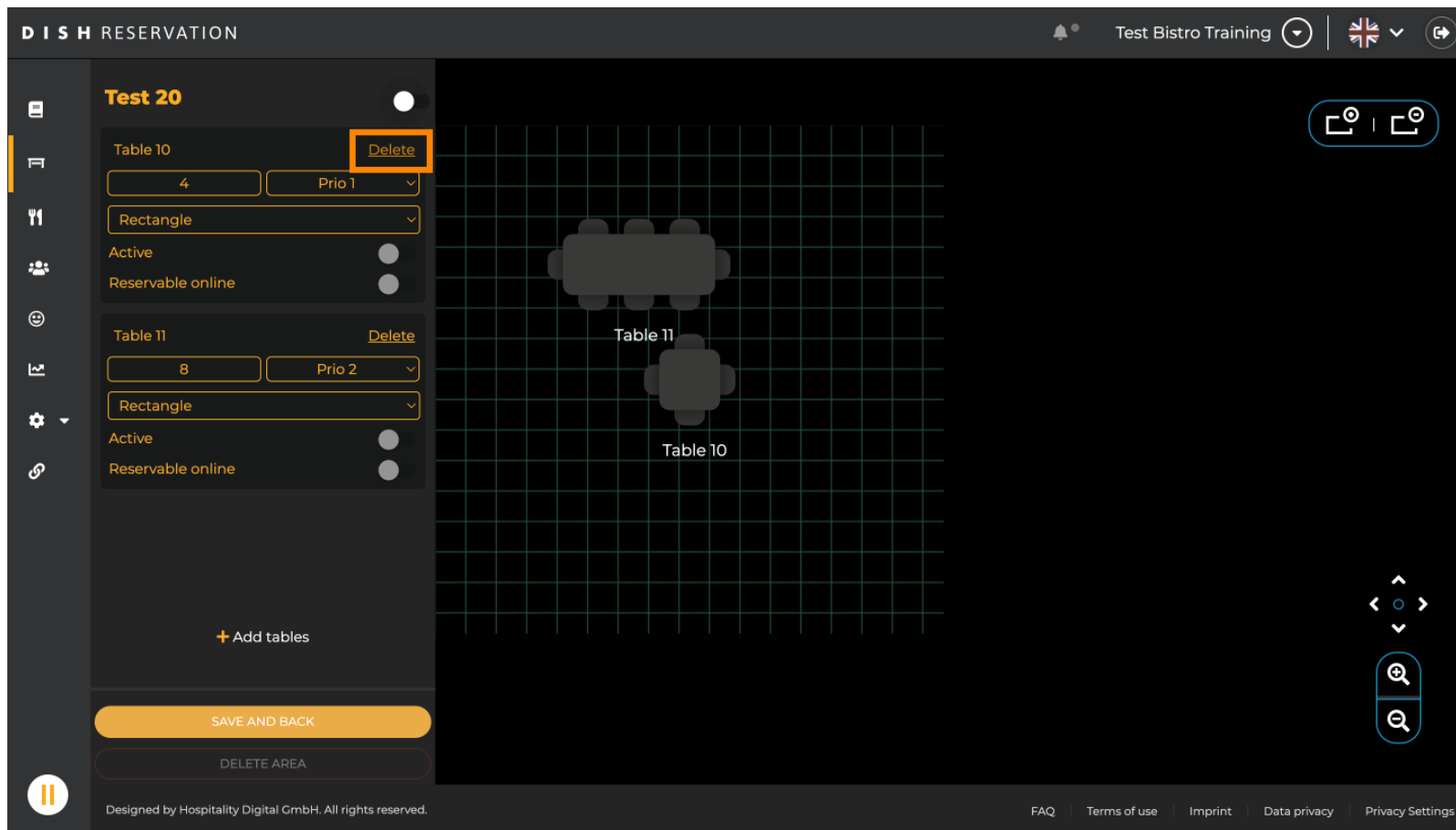
Em seguida, clique em **SALVAR E VOLTAR** para aplicar suas alterações.



Para desabilitar uma área, defina o **controle deslizante** como inativo.

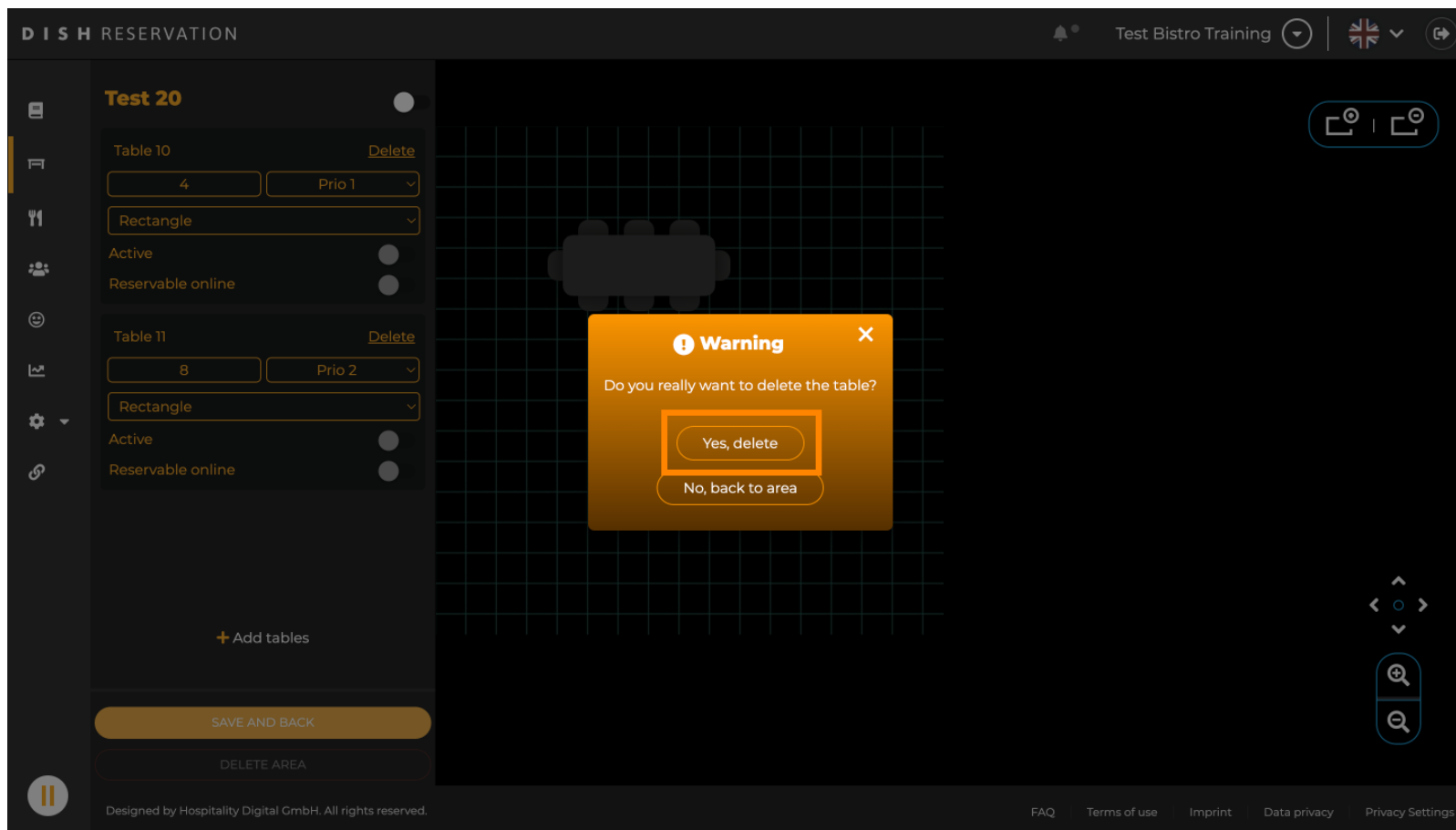


Se você quiser remover uma tabela, clique em **Excluir**.



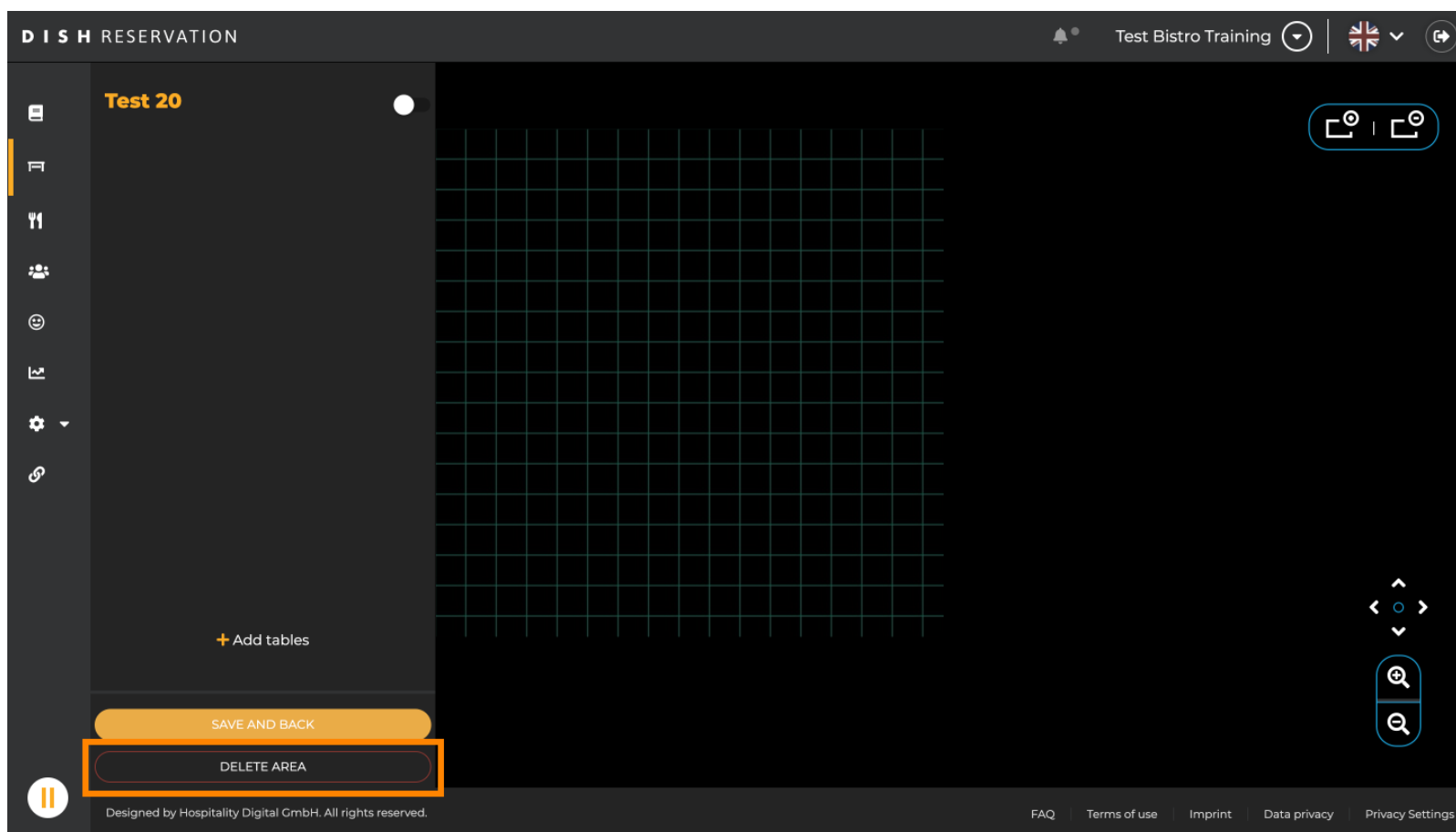


Para garantir que você não exclua uma tabela acidentalmente, será solicitado que você confirme sua ação. Para confirmar, clique em **Sim, excluir**.



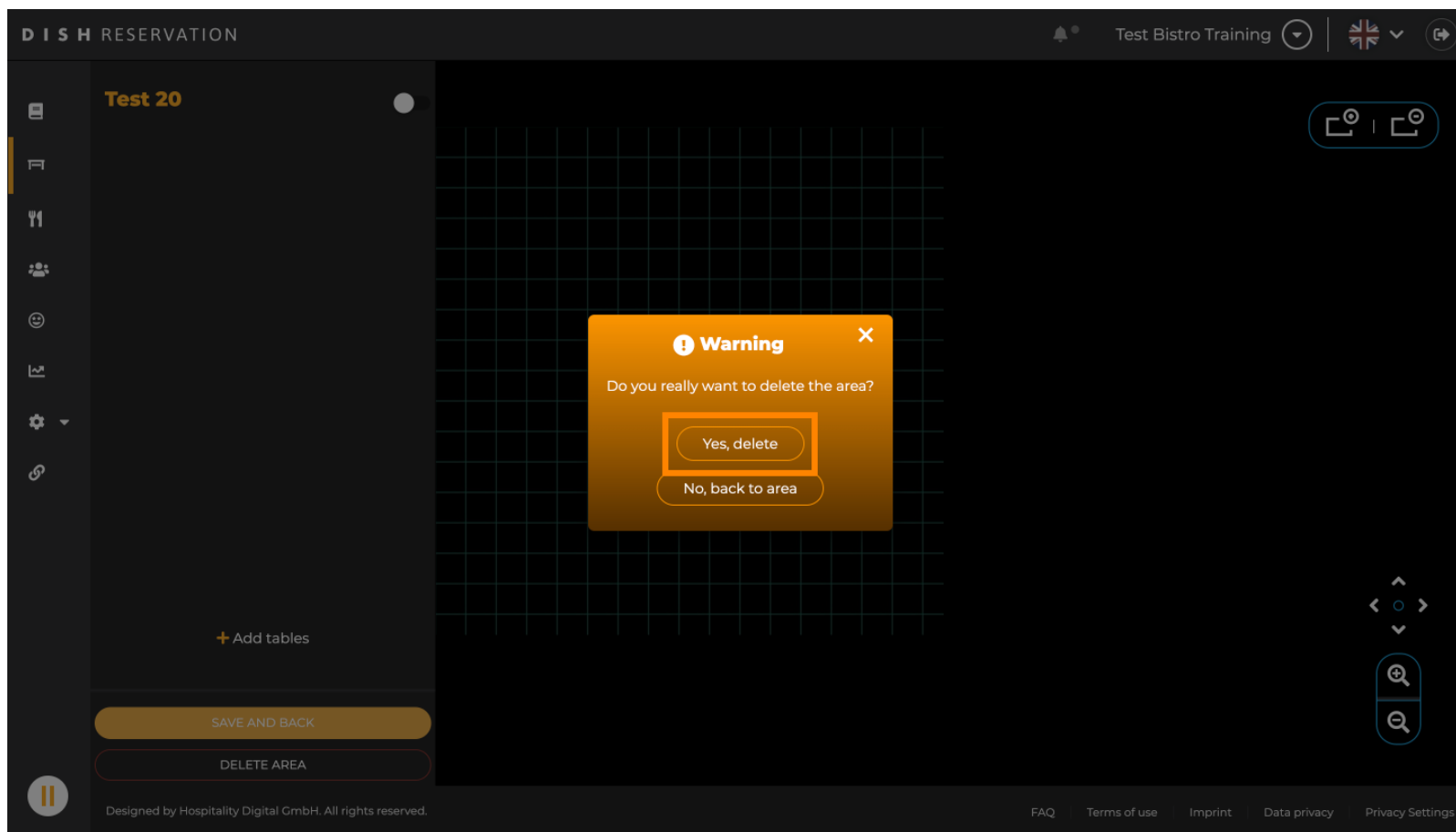


Para remover uma área completa, clique em **EXCLUIR ÁREA** . Observação: para excluir uma área, certifique-se de que todas as tabelas sejam excluídas e que a área esteja desabilitada.



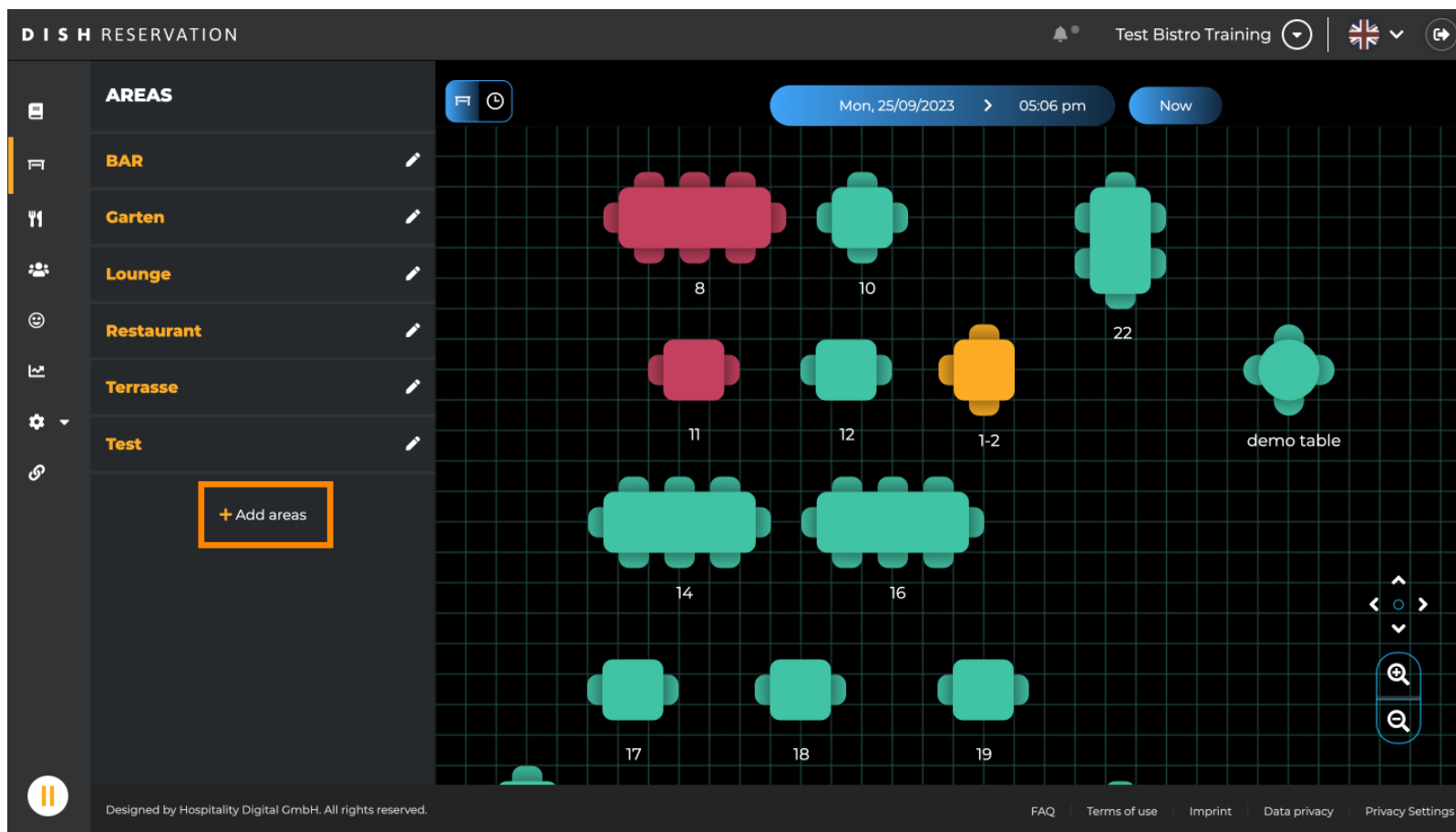


Para garantir que você não exclua uma área acidentalmente, será solicitado que você confirme sua ação. Para confirmar, clique em **Sim, excluir**.

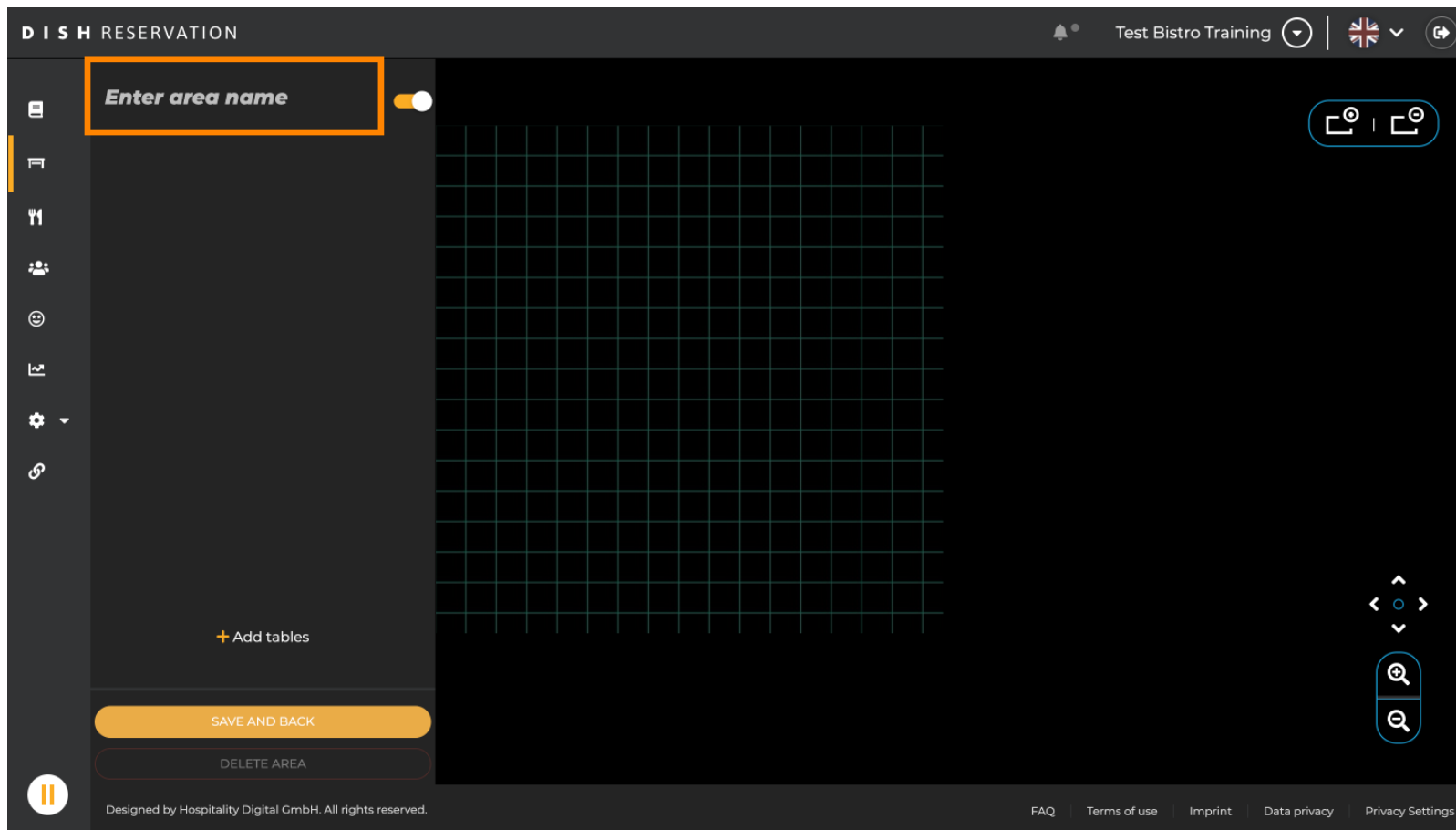




Ao clicar em **+ Adicionar áreas**, uma máscara de entrada para adicionar o nome da nova área será aberta.

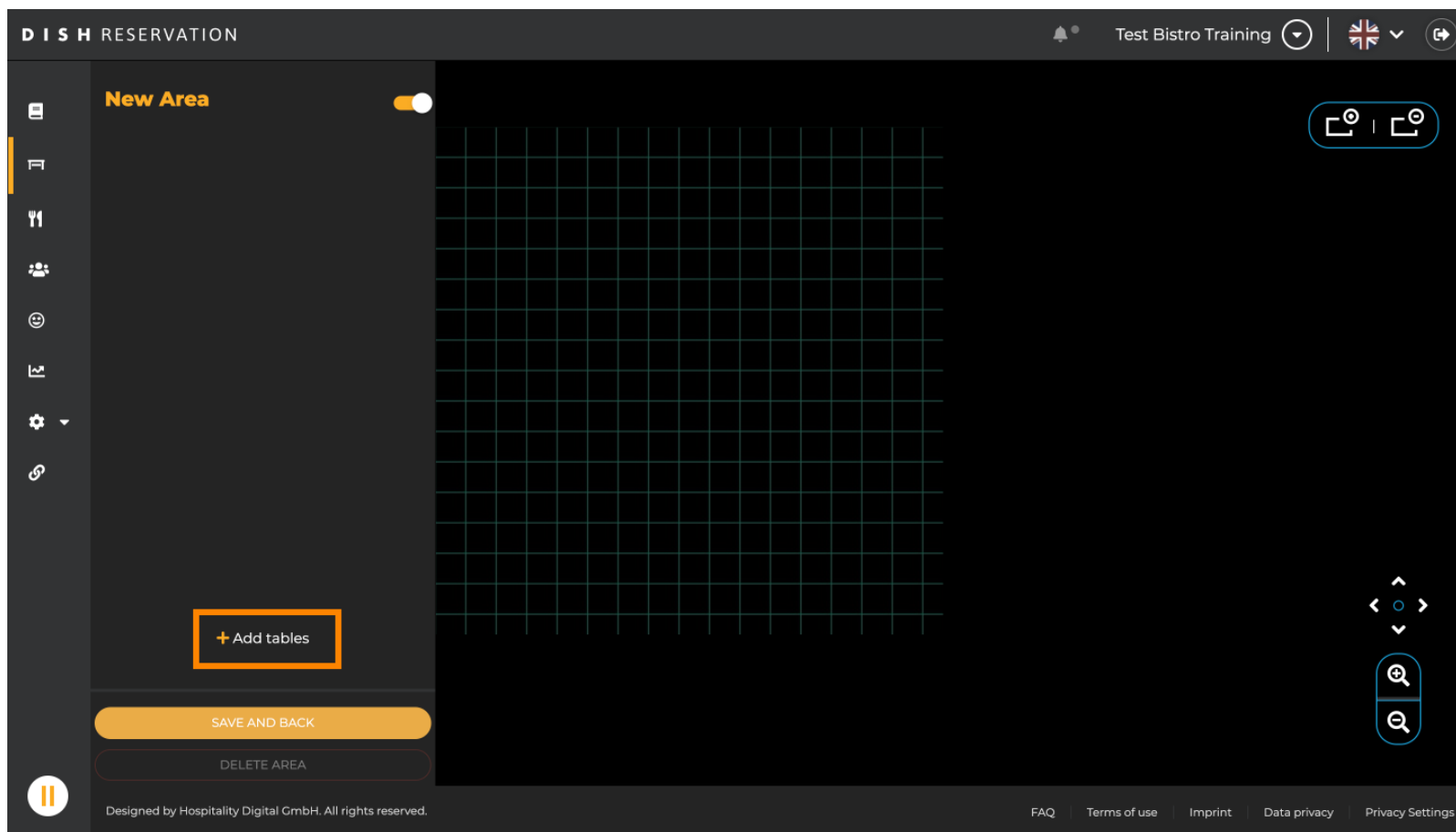


 Digite o nome da área no **campo de texto** correspondente .



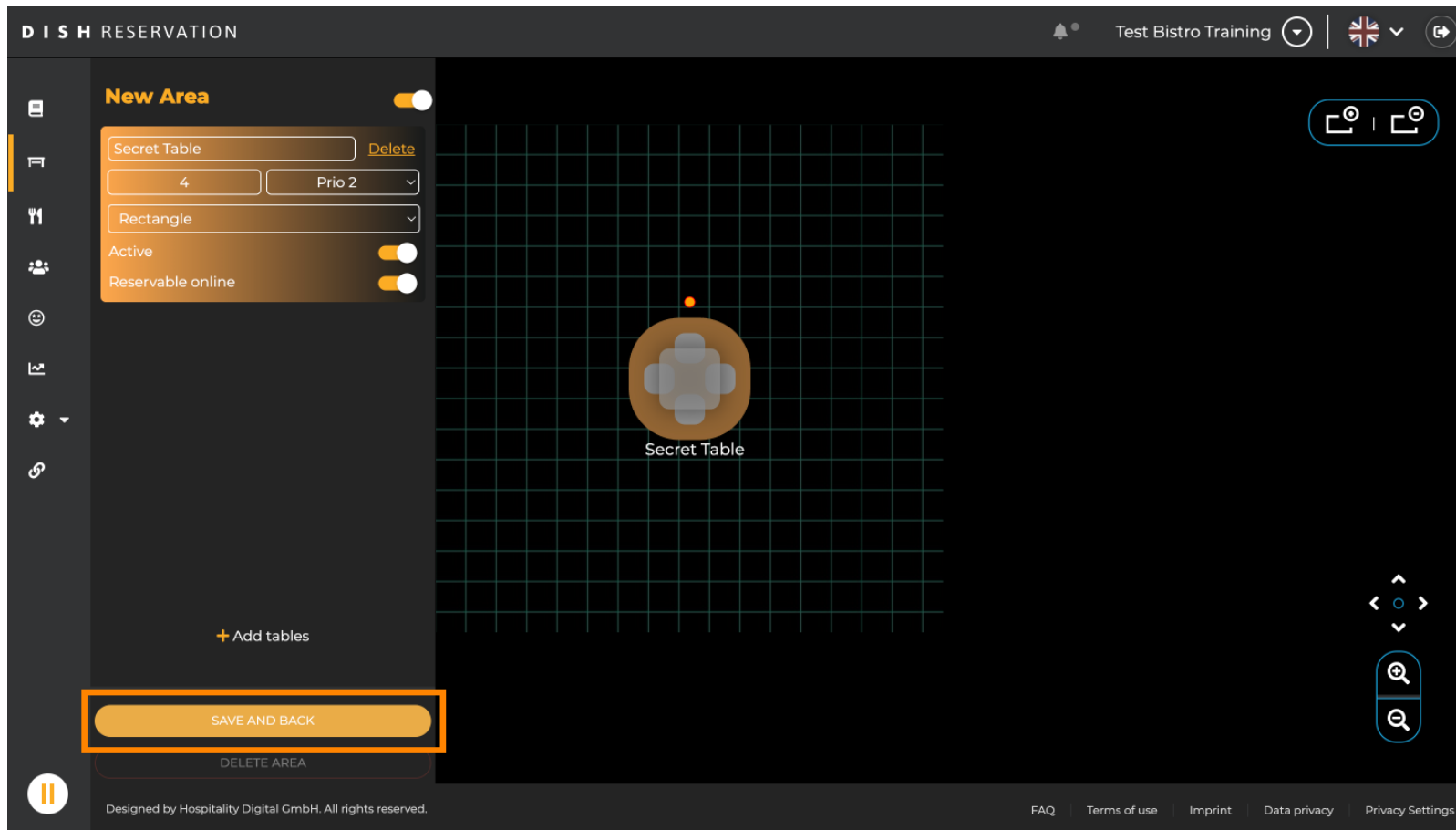


Conforme mostrado nas etapas anteriores, você pode criar tabelas de lugares clicando em **+ Adicionar tabelas**.



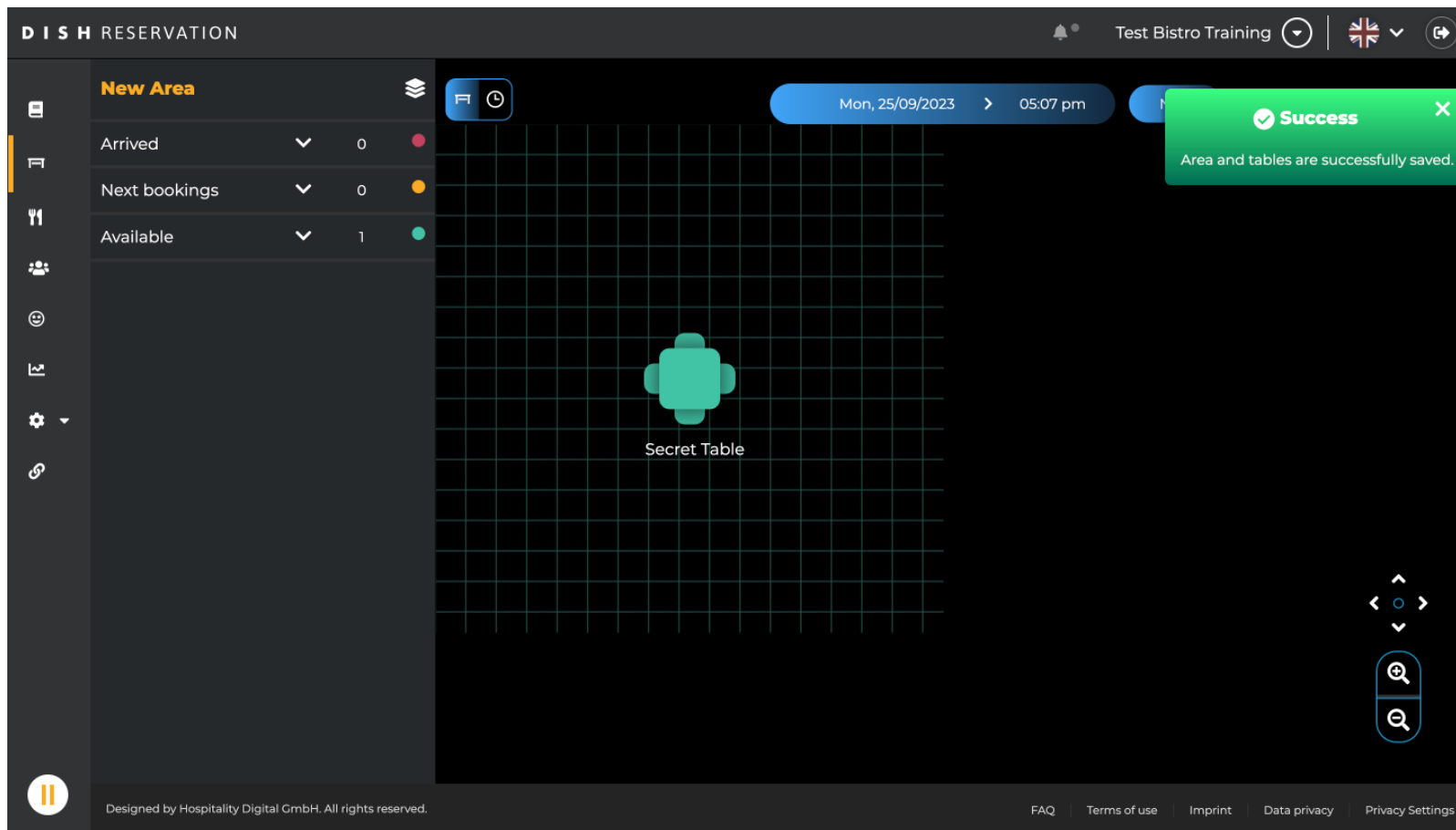


Depois de terminar a configuração da nova área, clique em **SALVAR E VOLTAR** para aplicar as alterações.





Pronto. Você concluiu o tutorial e agora tem uma visão geral das funções do plano de mesa.





Escaneie para ir para o player interativo