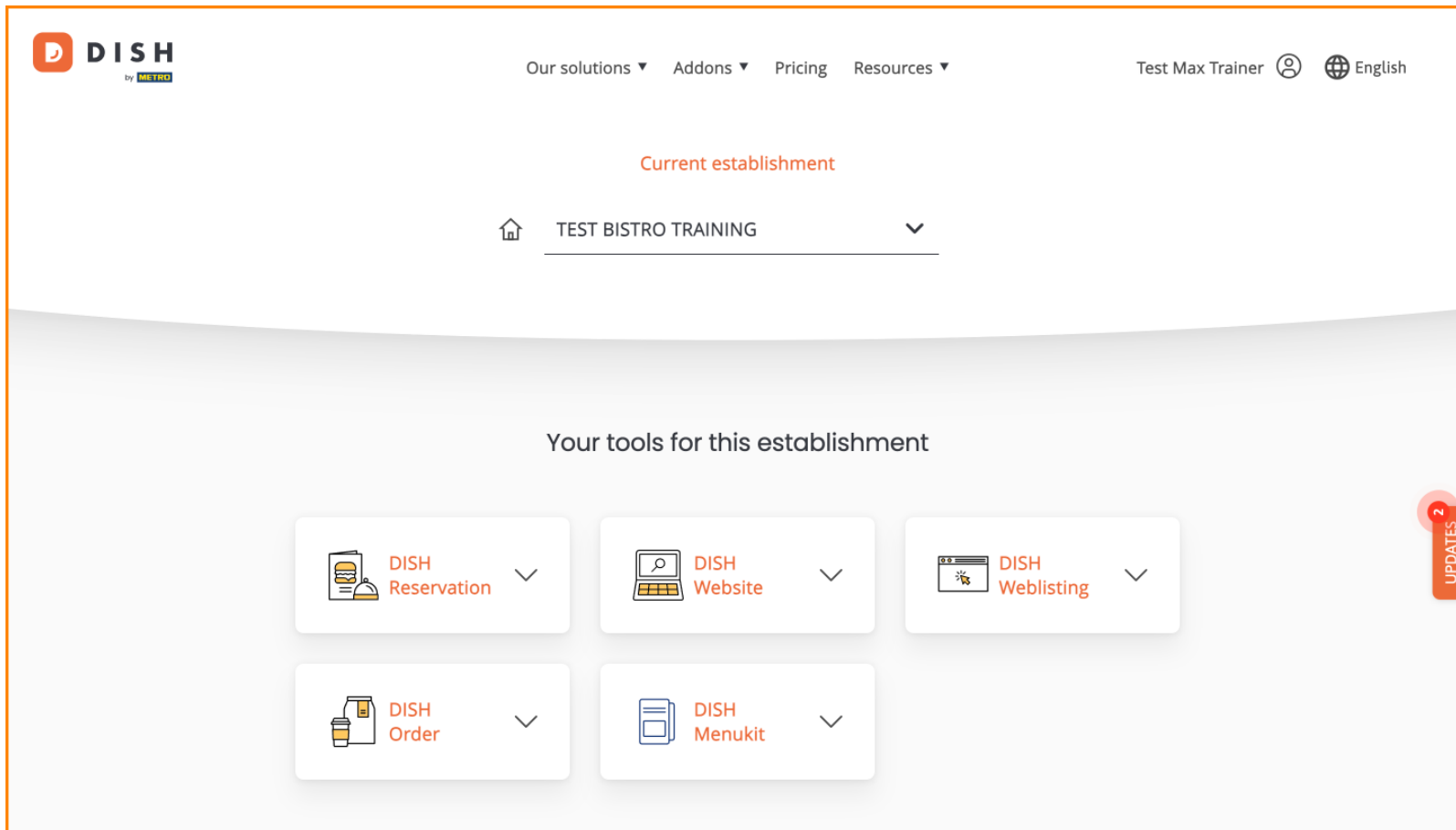


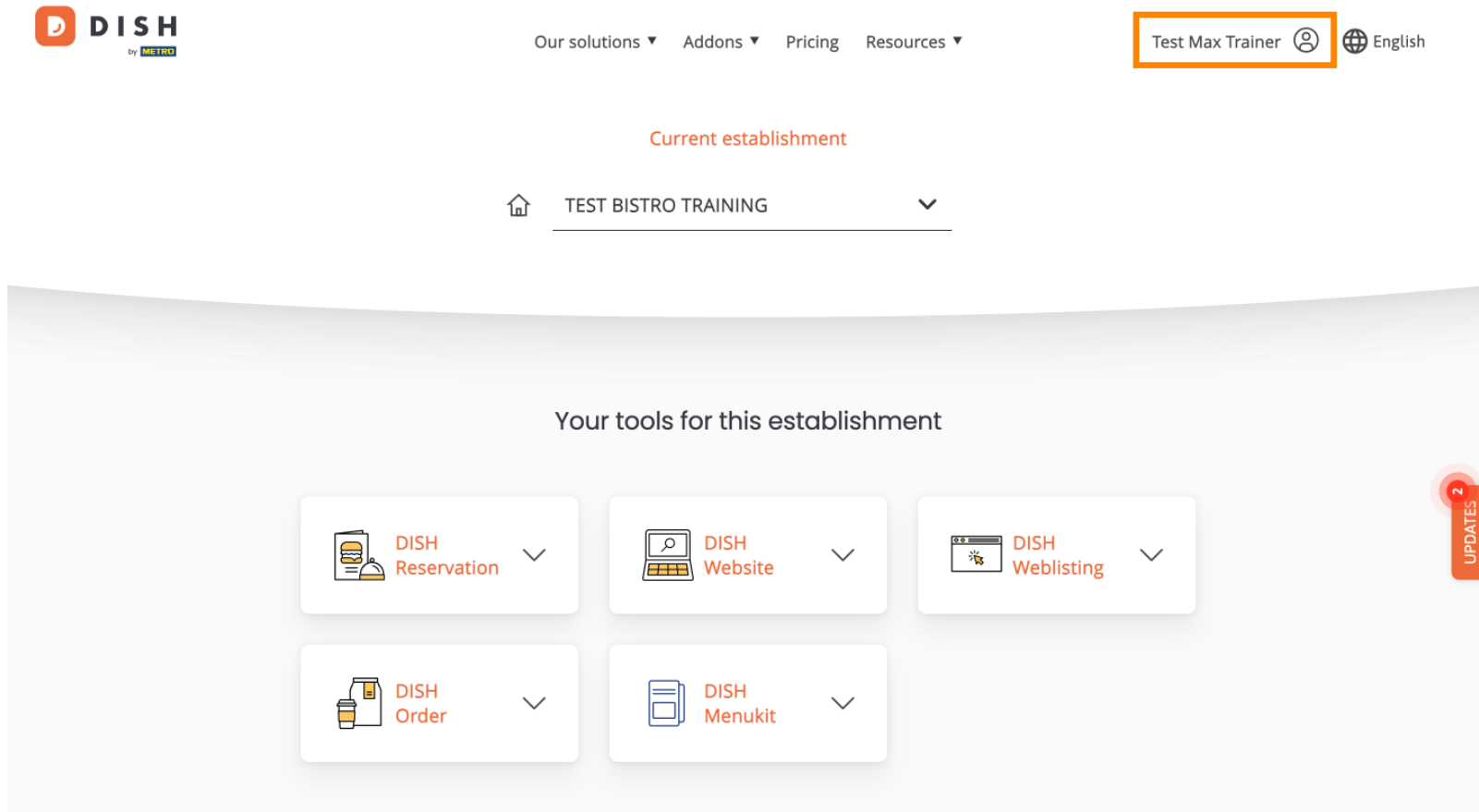


Welcome to your **dish.co dashboard**. In this tutorial we show you how to edit information of your establishment.

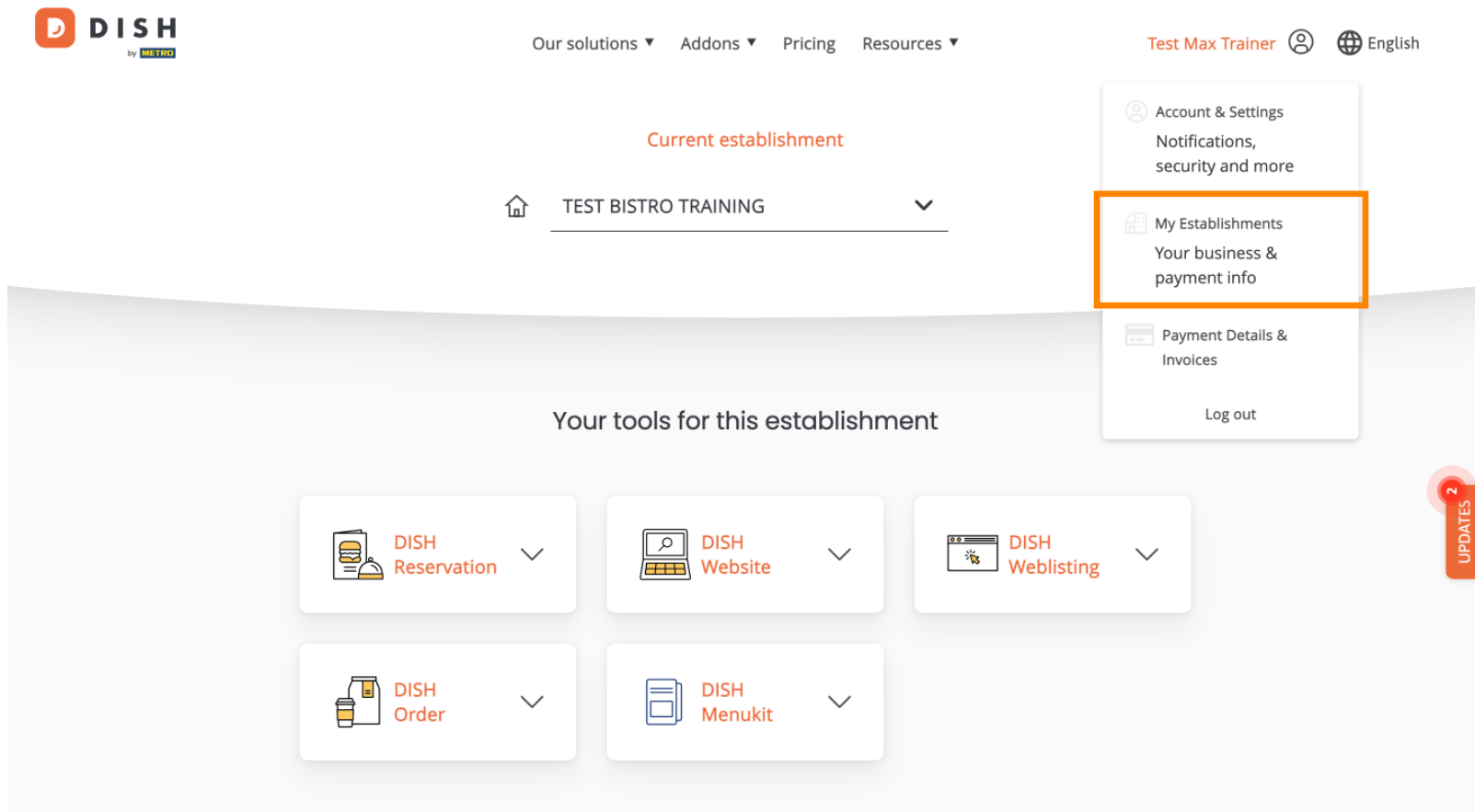




First, go to your **profile**.



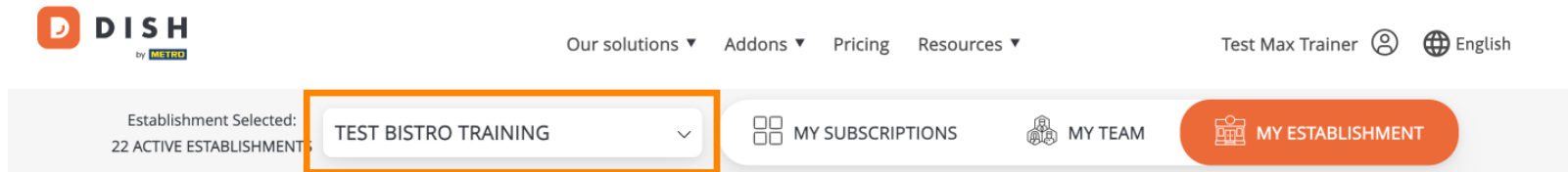
 And then click on **My Establishments**.



The screenshot shows the DISH by METRO dashboard. At the top left is the DISH by METRO logo. To its right are navigation links: "Our solutions", "Addons", "Pricing", and "Resources". On the far right of the top bar are links for "Test Max Trainer" (with a user icon) and "English" (with a globe icon). Below the top bar, the text "Current establishment" is centered. Underneath, a dropdown menu is open, showing "TEST BISTRO TRAINING" with a house icon and a downward arrow. To the right of this dropdown is a user menu. The user menu has four items: "Account & Settings" (with a user icon), "My Establishments" (with a document icon and highlighted by an orange border), "Payment Details & Invoices" (with a card icon), and "Log out". Below the user menu, the text "Your tools for this establishment" is centered. Underneath this text are five tool cards arranged in two rows. The first row contains "DISH Reservation" (with a burger icon), "DISH Website" (with a laptop icon), and "DISH Weblisting" (with a calendar icon). The second row contains "DISH Order" (with a coffee cup icon) and "DISH Menukit" (with a menu icon). On the right side of the dashboard, there is a red vertical button labeled "UPDATES" with a "2" in a circle above it.



You are now in the overview of the currently selected establishment. To change the establishment, use the **drop-down menu** and select the establishment you like to edit.



Manage the establishment information

Establishment information

Establishment Name

Test Bistro Training

Establishment Type

Foodtruck

Address line 1

Training Street 007

Postal Code

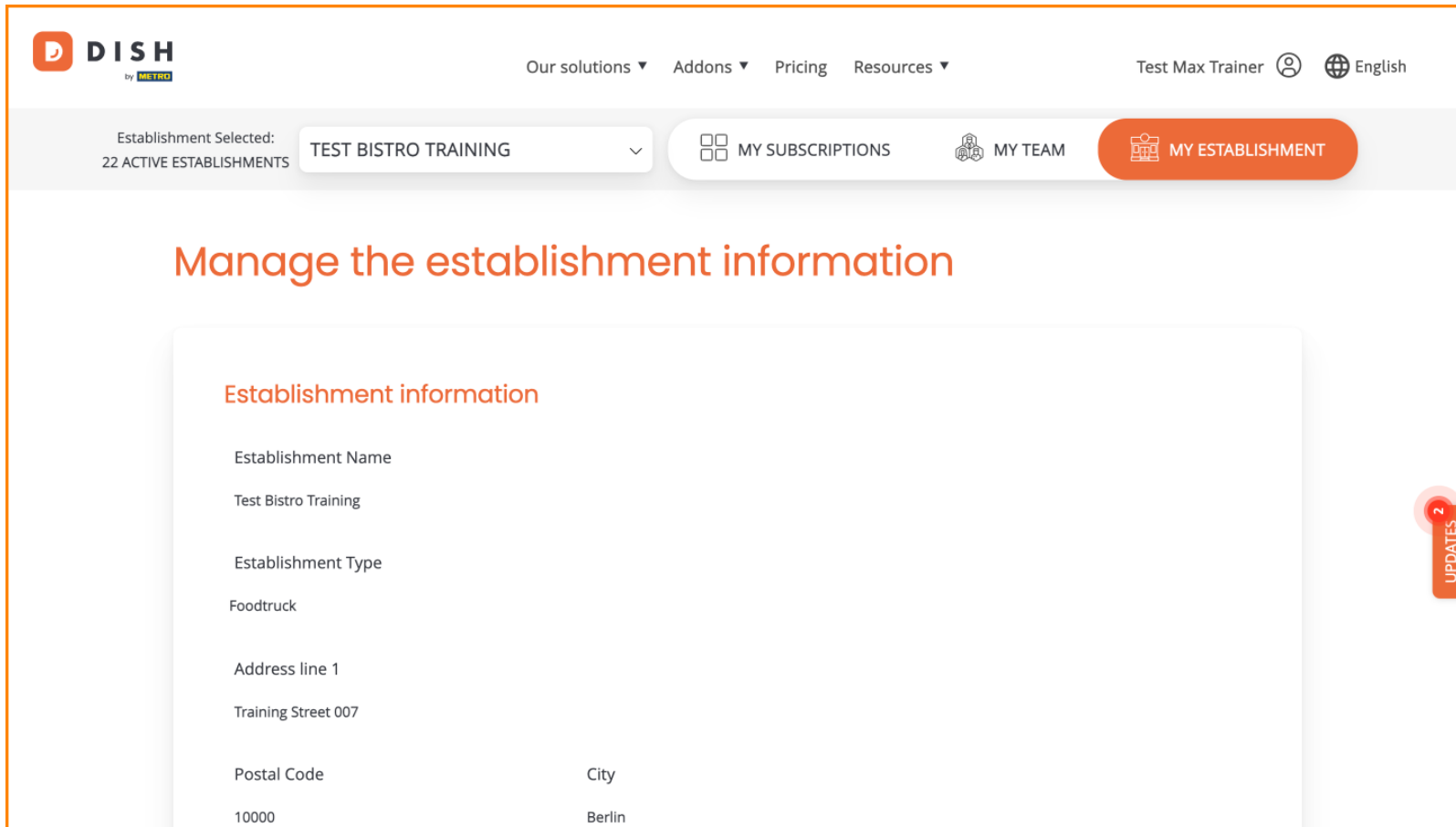
10000

City

Berlin



 To edit your establishment's information, scroll down a bit.



The screenshot displays the DISH web application interface. At the top, the DISH logo is on the left, and navigation links for 'Our solutions', 'Addons', 'Pricing', and 'Resources' are in the center. On the right, there are links for 'Test Max Trainer' and 'English'. Below the navigation bar, a section shows 'Establishment Selected: 22 ACTIVE ESTABLISHMENTS' with a dropdown menu currently set to 'TEST BISTRO TRAINING'. To the right of this are buttons for 'MY SUBSCRIPTIONS', 'MY TEAM', and 'MY ESTABLISHMENT' (which is highlighted in orange). The main heading 'Manage the establishment information' is centered in orange. Below this, a white card contains the 'Establishment information' section. This section lists several fields: 'Establishment Name' (Test Bistro Training), 'Establishment Type' (Foodtruck), 'Address line 1' (Training Street 007), 'Postal Code' (10000), and 'City' (Berlin). On the right side of the card, there is a red 'UPDATES' badge with the number '2'.

DISH
by METRO

Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer   English

Establishment Selected: 22 ACTIVE ESTABLISHMENTS TEST BISTRO TRAINING ▾

 MY SUBSCRIPTIONS  MY TEAM  MY ESTABLISHMENT

Manage the establishment information

Establishment information

Establishment Name
Test Bistro Training

Establishment Type
Foodtruck

Address line 1
Training Street 007

Postal Code
10000

City
Berlin

UPDATES 2



Then click on **Edit**, to adjust the information.



[Our solutions](#) ▼ [Addons](#) ▼ [Pricing](#) [Resources](#) ▼

Test Max Trainer   English

Country

Germany

METRO customer number

1111111

We'll forward the status of your DISH-membership and the tools you use to the METRO organization at your place of business for METRO to contact you and help you with the tools. You can withdraw your consent at any time with future effect. Read more about how we process your data and how to withdraw your consent in our Data Protection Notice

☐ Same as company

Edit

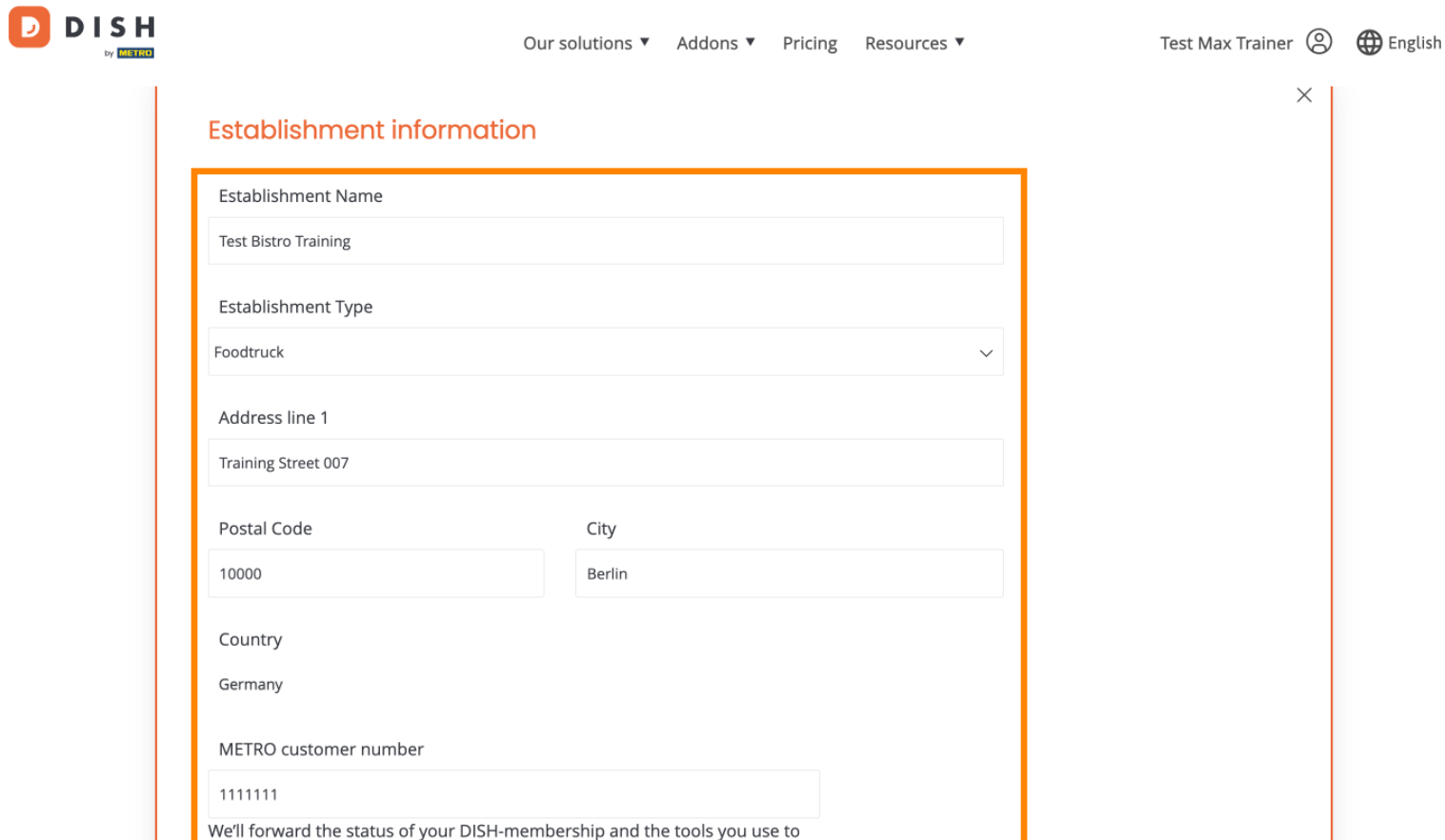
2
UPDATES

Company information

Company Name



Now the information of your establishment can be edited. To do so, use the corresponding **text fields**.



The screenshot shows the 'Establishment information' form in the DISH by METRO interface. The form is titled 'Establishment information' and has a close button (X) in the top right corner. The form fields are as follows:

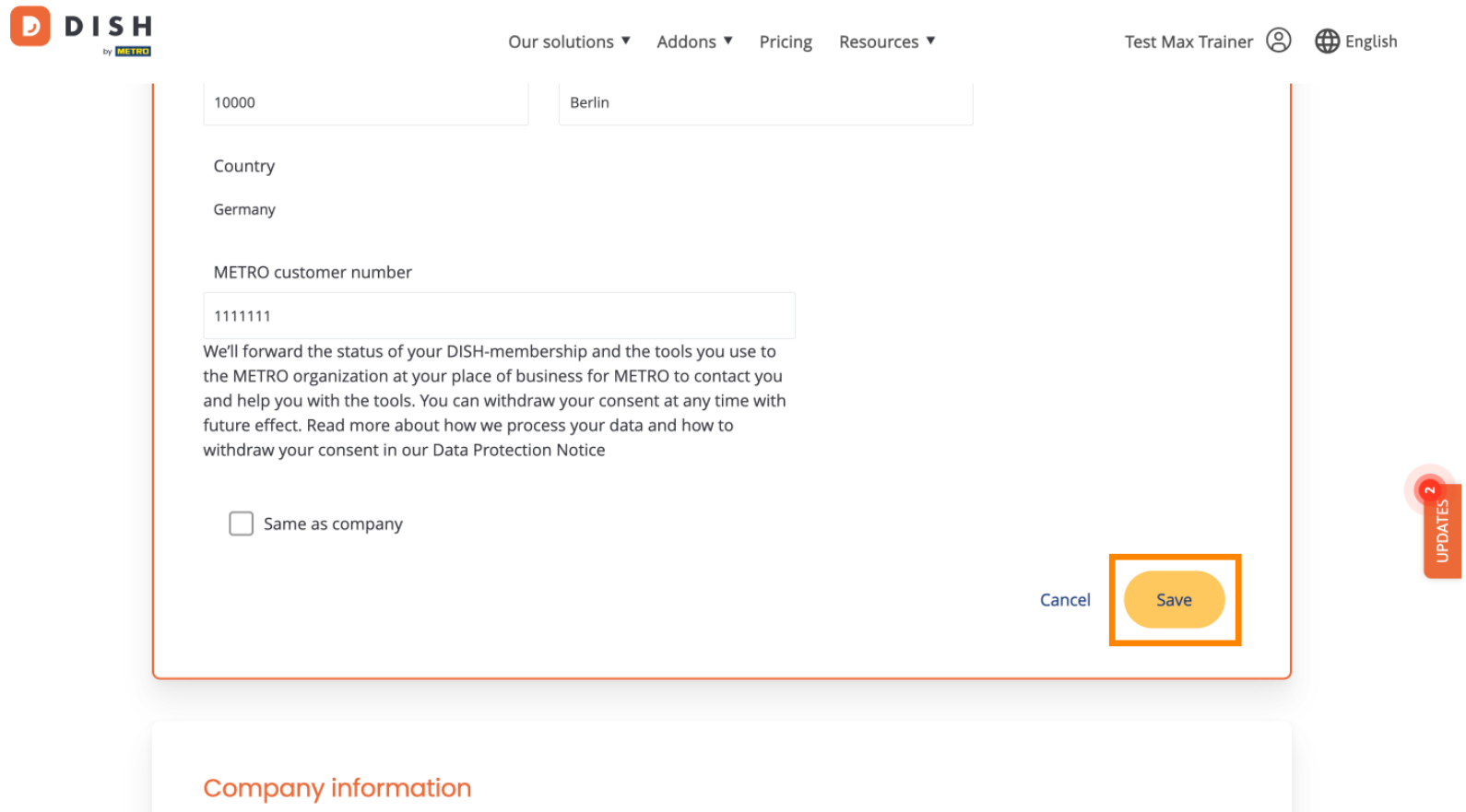
- Establishment Name:** Text field containing 'Test Bistro Training'.
- Establishment Type:** Dropdown menu with 'Foodtruck' selected.
- Address line 1:** Text field containing 'Training Street 007'.
- Postal Code:** Text field containing '10000'.
- City:** Text field containing 'Berlin'.
- Country:** Text field containing 'Germany'.
- METRO customer number:** Text field containing '1111111'.

Below the form, there is a note: 'We'll forward the status of your DISH-membership and the tools you use to'.

On the right side of the page, there is a red 'UPDATES' button with a '2' in a circle above it.



Once you are done editing the information, click on **Save** to apply the changes.



The screenshot shows the DISH by METRO user interface for editing establishment information. The top navigation bar includes the DISH by METRO logo, links for 'Our solutions', 'Addons', 'Pricing', and 'Resources', and user options for 'Test Max Trainer' and 'English'. The main form area contains several input fields: a postal code field with '10000', a city field with 'Berlin', a 'Country' dropdown menu currently showing 'Germany', and a 'METRO customer number' field with '1111111'. Below these fields is a paragraph of text explaining data forwarding to METRO and a link to the Data Protection Notice. At the bottom left is a checkbox labeled 'Same as company'. At the bottom right are 'Cancel' and 'Save' buttons; the 'Save' button is highlighted with an orange border. On the far right, a vertical orange 'UPDATES' badge with the number '2' is visible.

DISH by METRO

Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer ⓘ English

10000 Berlin

Country

Germany

METRO customer number

1111111

We'll forward the status of your DISH-membership and the tools you use to the METRO organization at your place of business for METRO to contact you and help you with the tools. You can withdraw your consent at any time with future effect. Read more about how we process your data and how to withdraw your consent in our Data Protection Notice

☐ Same as company

Cancel Save

UPDATES 2

Company information



The process of editing the company information is the same as previously shown.



[Our solutions](#) ▼ [Addons](#) ▼ [Pricing](#) [Resources](#) ▼

[Test Max Trainer](#)   [English](#)

Company information

Company Name

Training Bistro

Address 1

Training Street 007

Postal Code

10785

City

Berlin

Country

Germany

Billing Email (optional)

VAT Number (Optional)

DE

2
UPDATES



Click on **Edit** to adjust the information. and don't forget to save the changes afterward.



[Our solutions](#) ▼ [Addons](#) ▼ [Pricing](#) [Resources](#) ▼

[Test Max Trainer](#)   [English](#)

Country

Germany

Billing Email (optional)

VAT Number (Optional)

DE

Edit

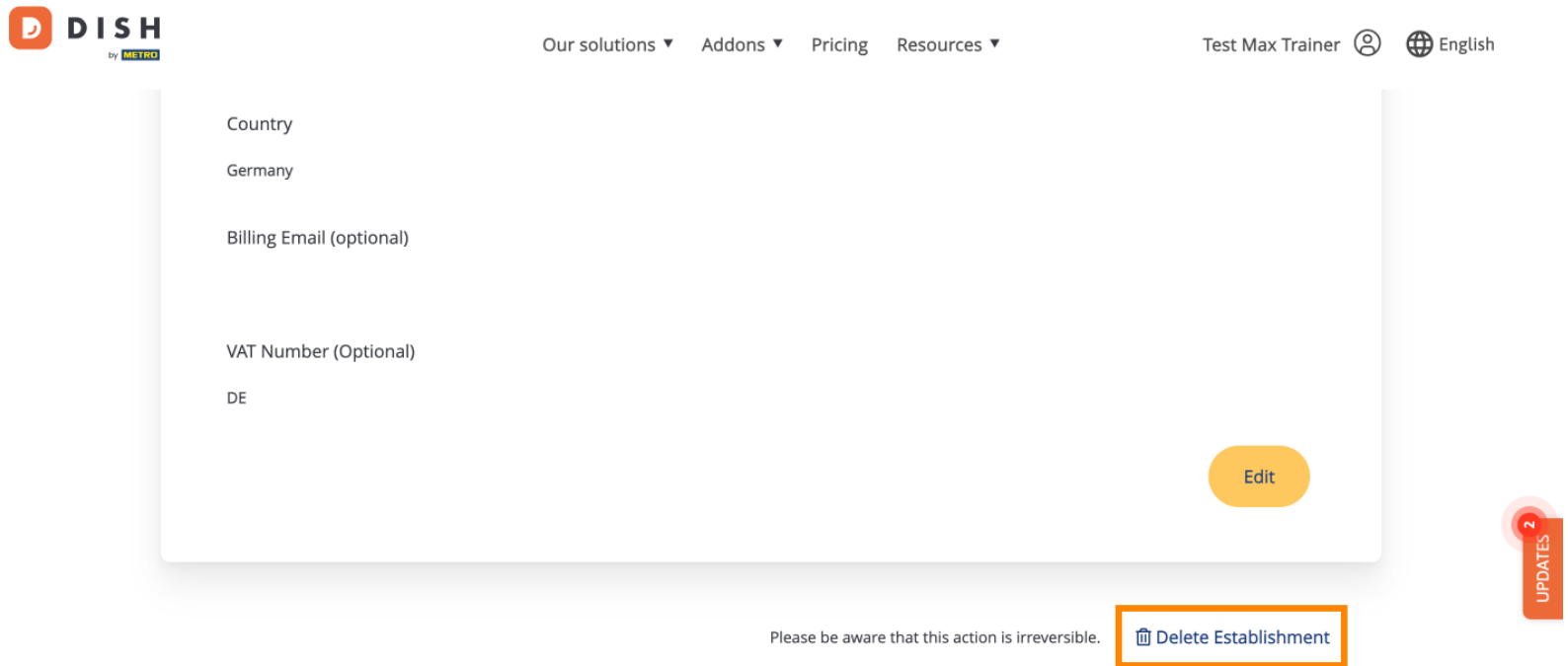
Please be aware that this action is irreversible.

 [Delete Establishment](#)

2
UPDATES



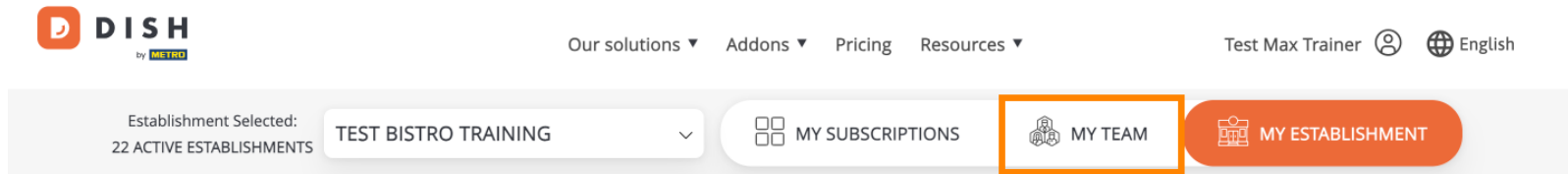
To delete the establishment, click on **Delete Establishment**. Note: Before the establishment will be deleted permanently, you have to follow through two security steps. This action is irreversible.



The screenshot displays the DISH by METRO web application. At the top, the logo is on the left, and navigation links for 'Our solutions', 'Addons', 'Pricing', and 'Resources' are in the center. On the right, there are links for 'Test Max Trainer', a user profile icon, and a language selector set to 'English'. The main content area features a form for editing establishment details, including fields for 'Country' (set to 'Germany'), 'Billing Email (optional)', and 'VAT Number (Optional)' (set to 'DE'). An 'Edit' button is located at the bottom right of the form. Below the form, a warning message states 'Please be aware that this action is irreversible.' followed by a button labeled 'Delete Establishment' with a trash icon, which is highlighted with an orange border. On the far right, a vertical red 'UPDATES' badge with the number '2' is visible.



To edit team members assigned to your establishment, click on **MY TEAM**.



Manage the establishment information

Establishment information

Establishment Name

Test Bistro Training

Establishment Type

Foodtruck

Address line 1

Training Street 007

Postal Code

10000

City

Berlin



You now can add new team members. To do so click on **+ Add Person**.



Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer   English

Establishment Selected:
22 ACTIVE ESTABLISHMENTS

TEST BISTRO TRAINING ▾

 MY SUBSCRIPTIONS

 **MY TEAM**

 MY ESTABLISHMENT

Manage your team members

BY JOB ROLE

BY NAME

+ Add Person

Search ▾

OTHERS2 MEMBERS

Anne Smith
DISH MENUKIT

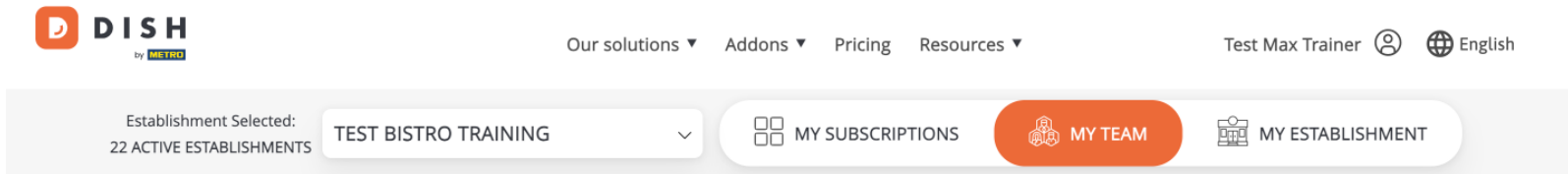
John Doe
Invitation yet to be accepted

OWNER1 MEMBER

Test Max Trainer
DISH MENUKIT, DISH WEBSITE, DISH
WEBLISTING, DISH RESERVATION,
DISH ORDER



And team members can be edited by using the **editing icon**.

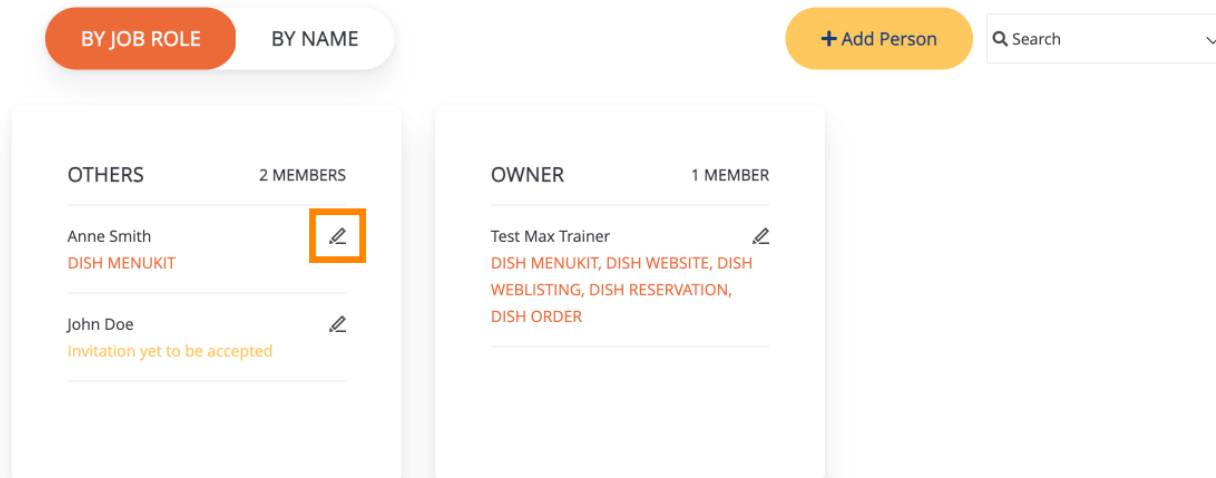


Our solutions ▾ Addons ▾ Pricing Resources ▾ Test Max Trainer ⓘ English

Establishment Selected: 22 ACTIVE ESTABLISHMENTS TEST BISTRO TRAINING ▾

MY SUBSCRIPTIONS MY TEAM MY ESTABLISHMENT

Manage your team members



BY JOB ROLE BY NAME + Add Person Q Search ▾

OTHERS	2 MEMBERS
Anne Smith DISH MENUKIT	
John Doe Invitation yet to be accepted	

OWNER	1 MEMBER
Test Max Trainer DISH MENUKIT, DISH WEBSITE, DISH WEBLISTING, DISH RESERVATION, DISH ORDER	

2 UPDATES

 To manage your subscription, click on **MY SUBSCRIPTIONS**.

 **DISH**
by 

Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer   English

Establishment Selected: 22 ACTIVE ESTABLISHMENTS

TEST BISTRO TRAINING ▾

 **MY SUBSCRIPTIONS**

 MY TEAM

 MY ESTABLISHMENT

Manage your team members

BY JOB ROLE BY NAME

 + Add Person

 Search ▾

OTHERS 2 MEMBERS

Anne Smith 
DISH MENUKIT

John Doe 
Invitation yet to be accepted

OWNER 1 MEMBER

Test Max Trainer 
DISH MENUKIT, DISH WEBSITE, DISH
WEBLISTING, DISH RESERVATION,
DISH ORDER

2
UPDATES

 You now see the current plan assigned to your establishment. To either down- or upgrade your plan, click on **Manage subscription**.

 **DISH**
by METRO

Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer   English

Establishment Selected:
22 ACTIVE ESTABLISHMENTS

TEST BISTRO TRAINING ▾

 MY SUBSCRIPTIONS

 MY TEAM

 MY ESTABLISHMENT

Manage your subscriptions

CURRENT PLAN
DISH PREMIUM
Active

€69.00/Every month
€82.11 incl. VAT

PURCHASE DATE
04/10/2021

COMMITMENT PERIOD
1 month

 Manage subscription

Cancel subscription

TOOLS INCLUDED IN YOUR PLAN ▾

 DISH MENUKIT

€0.00/Every month

2
UPDATES



If you like to cancel your subscription, click on **Cancel subscription**. You then will be guided through the process of terminating the contract.



[Our solutions](#)
[Addons](#)
[Pricing](#)
[Resources](#)

[Test Max Trainer](#)
[English](#)

Establishment Selected:
22 ACTIVE ESTABLISHMENTS

TEST BISTRO TRAINING

MY SUBSCRIPTIONS

MY TEAM

MY ESTABLISHMENT

Manage your subscriptions

CURRENT PLAN
DISH PREMIUM
Active

€69.00/Every month
€82.11 incl. VAT

PURCHASE DATE
04/10/2021

COMMITMENT PERIOD
1 month

Manage subscription

Cancel subscription

TOOLS INCLUDED IN YOUR PLAN

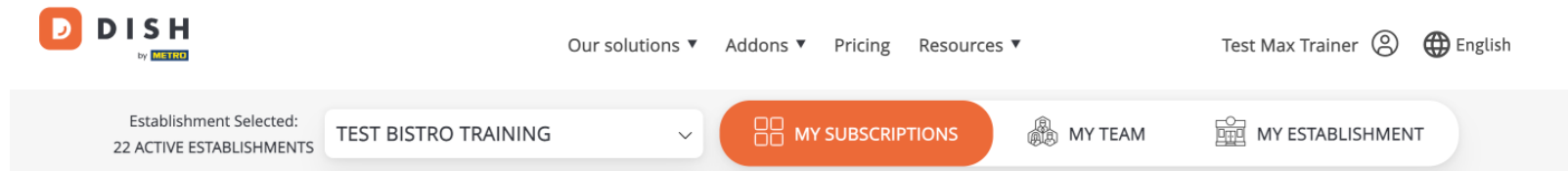
2
UPDATES


DISH MENUKIT

€0.00/Every month

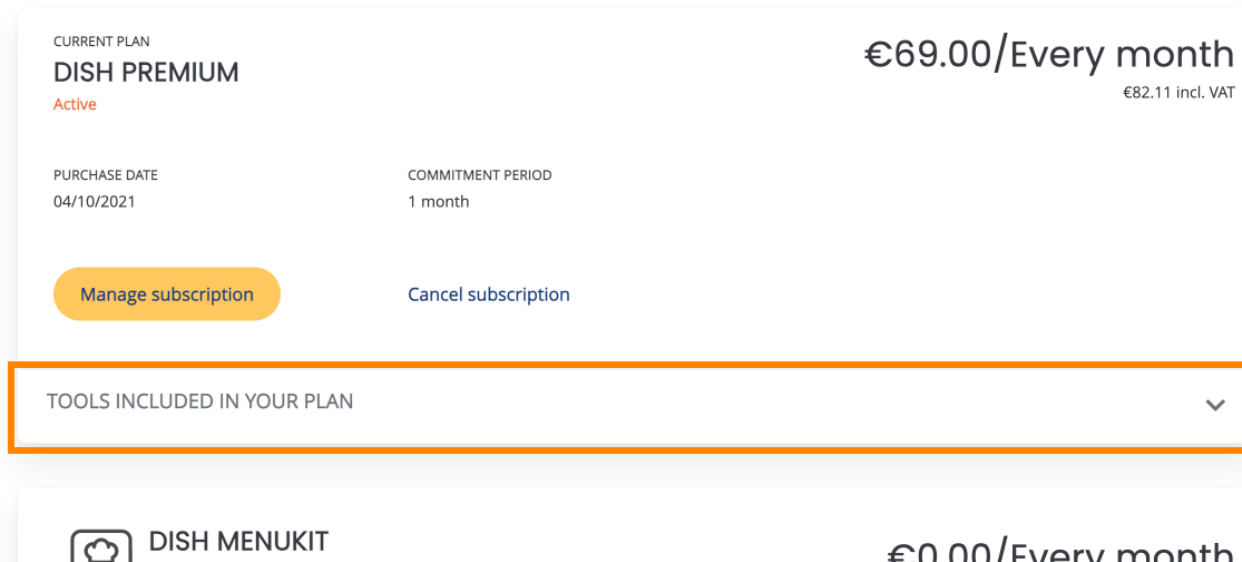


To see which tools are currently included in your chosen plan, click on the **drop-down menu TOOLS INCLUDED IN YOUR PLAN**.



The screenshot shows the top navigation bar of the DISH by METRO interface. On the left is the logo. In the center are links for 'Our solutions', 'Addons', 'Pricing', and 'Resources'. On the right, there is a user profile icon labeled 'Test Max Trainer' and a language selector set to 'English'. Below the navigation bar, a grey bar contains the text 'Establishment Selected: 22 ACTIVE ESTABLISHMENTS' followed by a dropdown menu currently showing 'TEST BISTRO TRAINING'. To the right of this are three buttons: 'MY SUBSCRIPTIONS' (highlighted in orange), 'MY TEAM', and 'MY ESTABLISHMENT'.

Manage your subscriptions



This section displays the details for the 'DISH PREMIUM' subscription. It shows the current plan is 'Active' and costs '€69.00/Every month' (with '€82.11 incl. VAT' noted below). Key details include a purchase date of '04/10/2021' and a commitment period of '1 month'. There are two buttons: 'Manage subscription' (orange) and 'Cancel subscription' (blue). Below this information is a dropdown menu labeled 'TOOLS INCLUDED IN YOUR PLAN' with a downward arrow, which is highlighted with an orange border. At the bottom, another subscription 'DISH MENUKIT' is partially visible, showing a price of '€0.00/Every month'.





Below your current plan, you see your active add-ons. If you like to cancel the subscription of it, click on **Remove addon**.



[Our solutions](#) ▼ [Addons](#) ▼ [Pricing](#) [Resources](#) ▼

Test Max Trainer   English



Seat more guests with our online reservation management system.



DISH WEBSITE

Create your own website in a matter of minutes.



DISH WEBLISTING

Drive more traffic from Google with your own business profile.



DISH ORDER

The best way to manage delivery and pick-up service.



DISH MENUKIT

Increase the contribution margin of your recipes.

Active

PURCHASE DATE
18/03/2021

€0.00/Every month

€0.00 incl. VAT

[Remove addon](#)

UPDATES
2



That's it, You completed the tutorial and now know how to edit information of your establishment.



Our solutions ▾ Addons ▾ Pricing Resources ▾

Test Max Trainer  English 

Establishment Selected:
22 ACTIVE ESTABLISHMENTS

TEST BISTRO TRAINING ▾

 MY SUBSCRIPTIONS

 MY TEAM

 MY ESTABLISHMENT

CURRENT PLAN

DISH PREMIUM

Active

€69.00/Every month

€82.11 incl. VAT

PURCHASE DATE

04/10/2021

COMMITMENT PERIOD

1 month

Manage subscription

Cancel subscription

TOOLS INCLUDED IN YOUR PLAN

▾



DISH RESERVATION

Seat more guests with our online reservation management system.

2

UPDATES



Scan to go to the interactive player