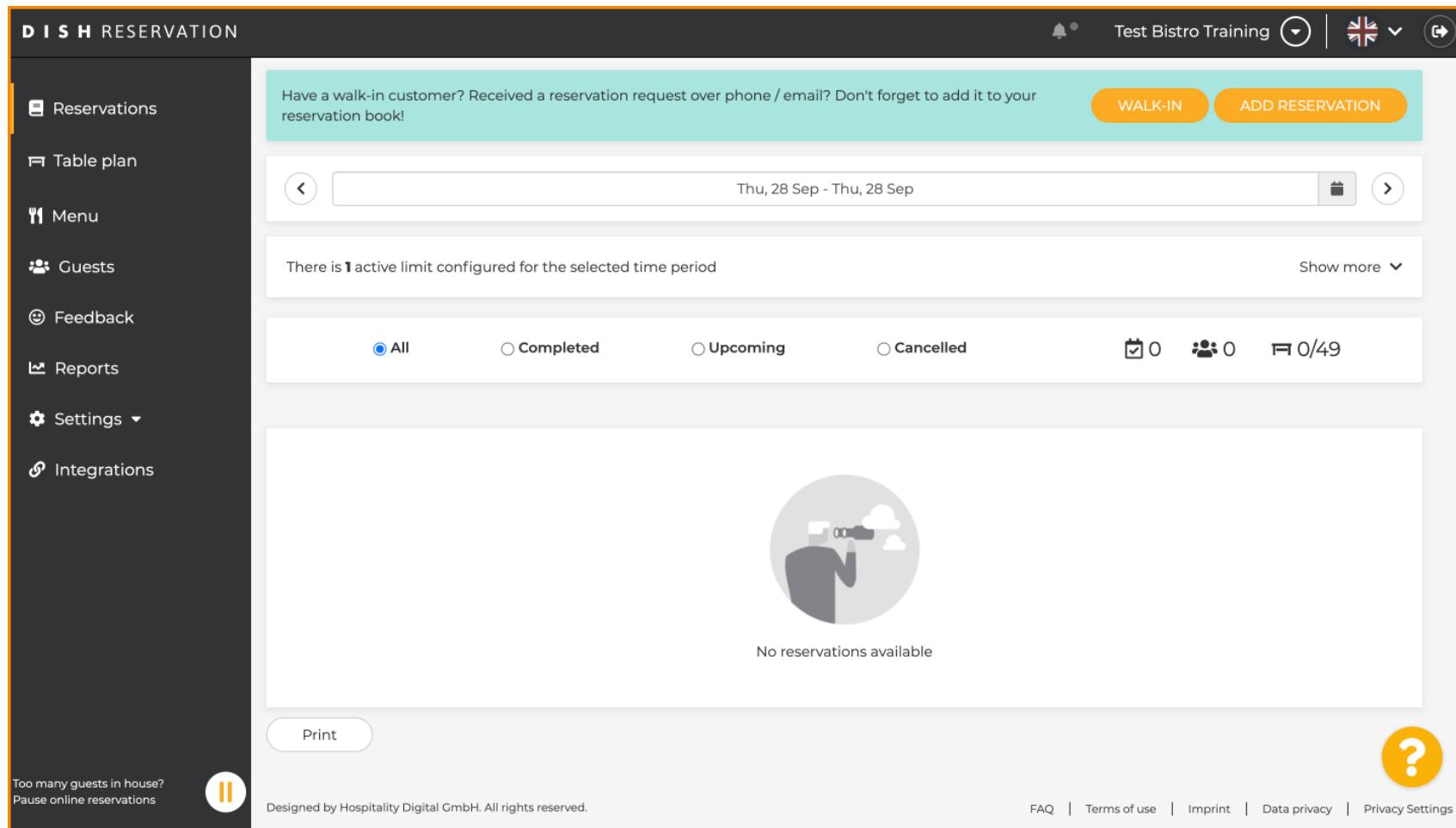


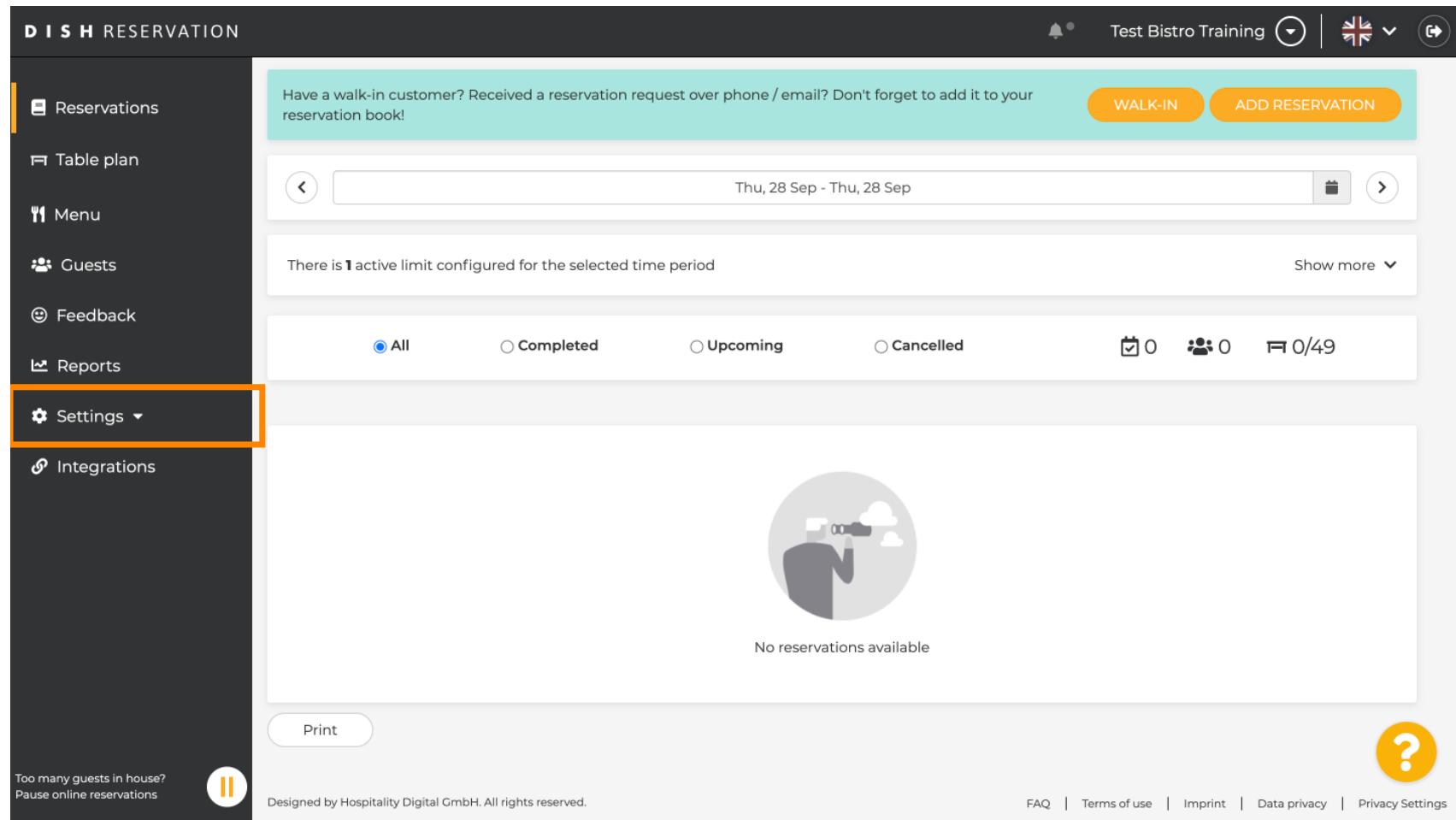


Welcome to the dashboard of **DISH Reservation**. In this tutorial, we show you how to manage your reservation settings.



The screenshot shows the DISH Reservation dashboard. On the left, a sidebar menu includes: Reservations (selected), Table plan, Menu, Guests, Feedback, Reports, Settings (with a dropdown arrow), and Integrations. A message at the top right says, "Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!" with buttons for "WALK-IN" and "ADD RESERVATION". The main area displays a date range "Thu, 28 Sep - Thu, 28 Sep" and a note about active limits. It shows 1 active limit for the selected period. Filter options include "All" (selected), "Completed", "Upcoming", and "Cancelled", along with counts for each: 0 checked, 0 guests, and 0/49 reservations. Below this, a large placeholder image with a magnifying glass icon and the text "No reservations available". At the bottom, there's a "Print" button and a copyright notice "Designed by Hospitality Digital GmbH. All rights reserved.". A footer bar at the very bottom contains links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings, along with a yellow circular icon containing a question mark.

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



DISH RESERVATION

Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!

WALK-IN ADD RESERVATION

Thu, 28 Sep - Thu, 28 Sep

There is 1 active limit configured for the selected time period

Show more ▾

All Completed Upcoming Cancelled

0 0 0/49

No reservations available

Print

Too many guests in house?
Pause online reservations

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?



And then select **Reservations**.

D I S H RESERVATION

Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!

WALK-IN ADD RESERVATION

Thu, 28 Sep - Thu, 28 Sep

There is 1 active limit configured for the selected time period

Show more ▾

All Completed Upcoming Cancelled

0 0 0/49

No reservations available

Print

?

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

DISH RESERVATION

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CHANNELS

Through which channels would you like to receive online reservations?

 Online Widget [Activate now](#)

 Reserve with Facebook

 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!

[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



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 Administration interface. On the left, a sidebar menu includes options like Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (with Reservations selected), Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. A notification at the bottom left says "Too many guests in house?" with a double exclamation mark icon.

The main content area has several sections:

- CHANNELS**: A heading with the question "Through which channels would you like to receive online reservations?". It shows two options:
 - Online Widget**: Represented by a smartphone icon, with a toggle switch below it that is currently off (white). An orange "Activate now" button is present.
 - Reserve with Facebook**: Represented by the Facebook logo and the Instagram logo, with a plus sign between them. A grey "Activate now" button is present.
- CAPACITY**: A question asking "What is the maximum group size for reservations via the reservation widget?" followed by a "Remove" button.
- LEAD TIME**: A section asking "How many days in advance can a reservation be made?", with a dropdown menu set to "365 days in advance". Another section asks "How much notice is needed for an online reservation?", with a dropdown menu set to "2.0 hours".
- ADMINISTRATION**: A section asking "Up to what group size would you like reservations to be automatically confirmed?", with a dropdown menu set to "6 people". Another section asks "Would you like to allow your guests to select the area they are seated in themselves?", with a dropdown menu set to "Yes".
- ENGAGEMENT**: A section asking "How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?", with a dropdown menu set to "2.0 hours in advance". Another section asks "Would you like to receive feedback from your guests about their dining experience?", with a dropdown menu set to "Yes".



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

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

Online Widget
Reserve with Facebook
Activate now

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!
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 confirmed automatically.

The screenshot shows the DISH Reservation administration interface. On the left, a sidebar lists various settings: Reservations (selected), Table plan, Menu, Guests, Feedback, Reports, Settings (Hours, Reservations, Tables/Seats, Reservation limits, Offers, Notifications, Account, Integrations), and a notification for 'Too many guests in house?'. The main content area has several sections: **CHANNELS** (Online Widget, Reserve with Facebook, Reserve with Google), **CAPACITY** (Maximum group size via reservation widget), **LEAD TIME** (Days in advance, Notice needed), **ADMINISTRATION** (Group size for automatic confirmation, Guests select seating area), and **ENGAGEMENT** (Reminder time, Guest feedback). The 'Administration' section is highlighted with an orange border.

DISH RESERVATION

Reservations

Table plan

Menu

Guests

Feedback

Reports

Settings

Hours

Reservations

Tables/Seats

Reservation limits

Offers

Notifications

Account

Integrations

Too many guests in house?

CHANNELS

Through which channels would you like to receive online reservations?

Online Widget

Reserve with Facebook

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!

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

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

The screenshot shows the DISH Reservation Administration Panel. The left sidebar has a dark background with white icons and text for Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings (with Hours, Reservations, Tables/Seats, Reservation limits, Offers, Notifications, Account, Integrations), and a message 'Too many guests in house?'. The main area has a light gray background. At the top, there's a 'Reserve with Google' button with a toggle switch. Below it, a message says: '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!' with a 'Remove' button. The 'CAPACITY' section includes dropdowns for maximum group size (10 people) and minimum group size (1 person). A section for visit duration (General setting: 2.5 hours) follows. On the right, under 'ENGAGEMENT', there are two dropdowns: 'How many minutes/hours in advance would you like to remind your guests about their upcoming reservation?' (set to 2.0 hours in advance) and 'Would you like to receive feedback from your guests about their dining experience?' (set to Yes). This 'ENGAGEMENT' section is highlighted with an orange border. Below it is a 'COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET' section with a large empty text area. The top right of the screen shows a notification bell, the text 'Test Bistro Training', a UK flag, and a refresh icon.



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

The screenshot shows the 'DISH RESERVATION' settings interface. The left sidebar has a dark theme with white icons and text. The 'Settings' dropdown is open, and 'Reservations' is selected. Other options include Hours, Tables/Seats, Reservation limits, Offers, Notifications, Account, and Integrations. A message at the bottom says 'Too many guests in house?' with a play button icon. The main content area is titled 'CAPACITY'. It asks for maximum and minimum group sizes via the reservation widget, both set to '10 people' and '1 person' respectively. It also asks for the duration of a visit, set to '2.5 hours'. A checked checkbox says 'Show duration in guest confirmation and widget'. Another question asks if guests can set their own stay duration, with 'No' selected. It also asks if customers can reserve in 15, 30, or 60 minute intervals, with '15 minutes' selected. To the right, there's a section about guest feedback, a communication box for important information, and a COVID-19 guest information section with checkboxes for address, names, addresses, phone numbers, and vaccination status.

DISH RESERVATION

Reservations

Table plan

Menu

Guests

Feedback

Reports

Settings

Hours

Reservations

Tables/Seats

Reservation limits

Offers

Notifications

Account

Integrations

Too many guests in house?

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

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



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.

The screenshot shows the DISH Reservation Settings page. On the left, there's a sidebar with various options like Reservations, Table plan, Menu, Guests, Feedback, Reports, and Settings. Under Settings, Reservations is selected. The main area has sections for Maximum group size (10 people), Minimum group size (1 person), Duration of visit (General setting: 2.5 hours, Show duration in guest confirmation and widget checked), and a question about guest duration (No). Below that is a section for booking limits. To the right, there's a dropdown set to 'Yes' for communicating with guests. A large orange box highlights the 'COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET' section, which contains two parts: 'Additional information for your guests' (with a note about communicating important information before booking) and 'COVID-19 Guest Information' (with checkboxes for Address, Other guests names, Other guests addresses, Other guests phone numbers, and Vaccination Status).

DISH RESERVATION

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.

The screenshot shows the 'DISH RESERVATION' settings page. On the left sidebar, under 'Settings', 'Reservations' is selected. In the main content area, there are several configuration sections:

- What is the maximum group size for reservations via the reservation widget?**: Set to "10 people".
- What is the minimum group size for reservations via the reservation widget?**: Set to "1 person".
- What is the duration of a visit at your restaurant?**: A table will be marked occupied for this period of time. Under "General setting", it's set to "2.5 hours".
 - Show duration in guest confirmation and widget**: A checked checkbox.
- Would you like your guests to set the duration of their stay?**: A dropdown menu set to "No".

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.
- Should customers be able to reserve in 15, 30, or 60 minute intervals?**: Set to "15 minutes".
- BOOKING LIMIT**: Set the max amount of guests allowed to book per interval. A message at the bottom says "Too many guests in house?" with a play/pause icon.

In the top right corner, there are notification and user icons. Below them, a dropdown menu shows "Test Bistro Training" and a UK flag. To the right of the main content, there are two sections:

- COMMUNICATE WITH YOUR GUESTS IN THE ONLINE WIDGET**: A section for "Additional information for your guests" with a text input field.
- COVID-19 Guest Information**: A section for recording guest contact details. It includes a heading and a list of checkboxes:
 - 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' settings interface. On the left sidebar, under 'Settings', 'Reservations' is selected. In the main content area, there's a section titled 'BOOKING LIMIT' with the instruction 'Pace your guests. Set the max amount of guests allowed to book per interval'. A prominent orange button labeled '+ Booking limit' is highlighted with a red box. To the right, there's a 'COVID-19 Guest Information' section with several checkboxes for collecting guest data like address, names, addresses, phone numbers, and vaccination status. A 'SAVE' button is located at the bottom right of the main form.

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

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

SAVE

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

The screenshot shows the 'DISH RESERVATION' settings page under the 'Reservations' tab. On the left sidebar, 'Reservations' is selected. The main content area includes:

- What is the duration of a visit at your restaurant?**: A table will be marked occupied for this period of time. The 'General setting' dropdown is set to '2.5 hours'. A checked checkbox 'Show duration in guest confirmation and widget' is present.
- Would you like your guests to set the duration of their stay?**: If selected, guests can change the default duration. The dropdown is set to 'No'.
- Should customers be able to reserve in 15, 30, or 60 minute intervals?**: The dropdown is set to '15 minutes'.
- BOOKING LIMIT**: Set the max amount of guests allowed to book per interval. A button '+ Booking limit' is available.
- COVID-19 Guest Information**: Options to collect contact details for guests. Checked checkboxes include: Address, Other guests names, Other guests addresses, Other guests phone numbers, and Vaccination Status. An unchecked checkbox 'Address' is also shown.

At the bottom right is a large orange 'SAVE' button.

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1

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

DISH RESERVATION

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CHANNELS

Through which channels would you like to receive online reservations?

 Online Widget [Activate now](#)

 Reserve with Facebook

 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!

[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

