



Welcome to the **DISH Reservation dashboard**. In this tutorial, we will give you an overview of the table plan functions.

The screenshot shows the DISH Reservation Admin Panel interface. The top navigation bar includes the DISH logo, the current location 'Test Bistro Training', a language selector (UK flag), and a refresh icon. The left sidebar contains navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Integrations. The main content area features a teal banner with a message: 'Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!' and buttons for 'WALK-IN' and 'ADD RESERVATION'. Below this is a date range selector set to 'Mon, 25 Sep - Mon, 25 Sep'. A summary bar indicates 'There is 1 active limit configured for the selected time period' with a 'Show more' dropdown. Filter tabs are available for 'All', 'Completed', 'Upcoming' (selected), and 'Cancelled'. Summary statistics show 1 calendar icon, 2 people icon, and 1/50 table plan icon. A reservation card for 'Mon, 25/09/2023' at '04:45 PM' for 'Doe, John' (2 guest(s) at 1-2 (Restaurant)) is shown with a 'Confirmed' status dropdown and a '50% discount on cocktails' note. A 'Print' button is located below the reservation card. At the bottom, there is a 'Too many guests in house? Pause online reservations' warning with a pause icon, a footer with 'Designed by Hospitality Digital GmbH. All rights reserved.', and a help icon. Links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings' are also present.

To access the table plan, click on **Table Plan** at the menu on the left.

The screenshot displays the DISH Reservation Admin Panel interface. On the left is a dark sidebar menu with the following items: Reservations, Table plan (highlighted with an orange box), Menu, Guests, Feedback, Reports, Settings, and Integrations. At the bottom of the sidebar, there is a notification: "Too many guests in house? Pause online reservations" with a pause icon.

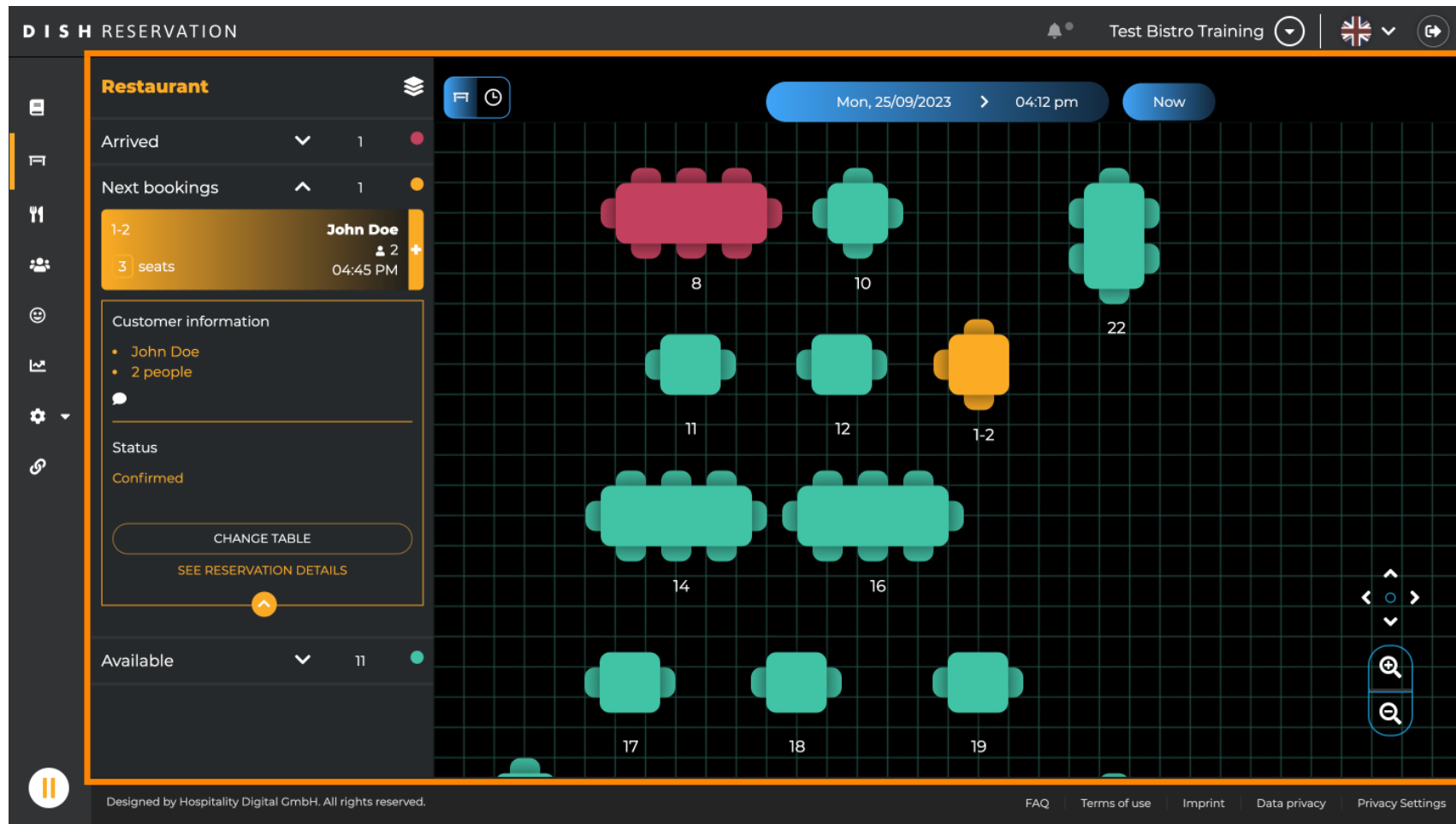
The main content area has a dark header with "DISH RESERVATION" on the left, a notification bell, "Test Bistro Training" with a dropdown arrow, a language selector (UK flag), and a refresh icon. Below the header is a teal banner with the text: "Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!" and two buttons: "WALK-IN" and "ADD RESERVATION".

Below the banner is a date range selector showing "Mon, 25 Sep - Mon, 25 Sep" with navigation arrows and a calendar icon. A message states: "There is 1 active limit configured for the selected time period" with a "Show more" dropdown. Below this are filter options: "All", "Completed", "Upcoming" (selected), and "Cancelled". Summary statistics show: 1 calendar icon, 2 people icon, and 1/50 table icon.

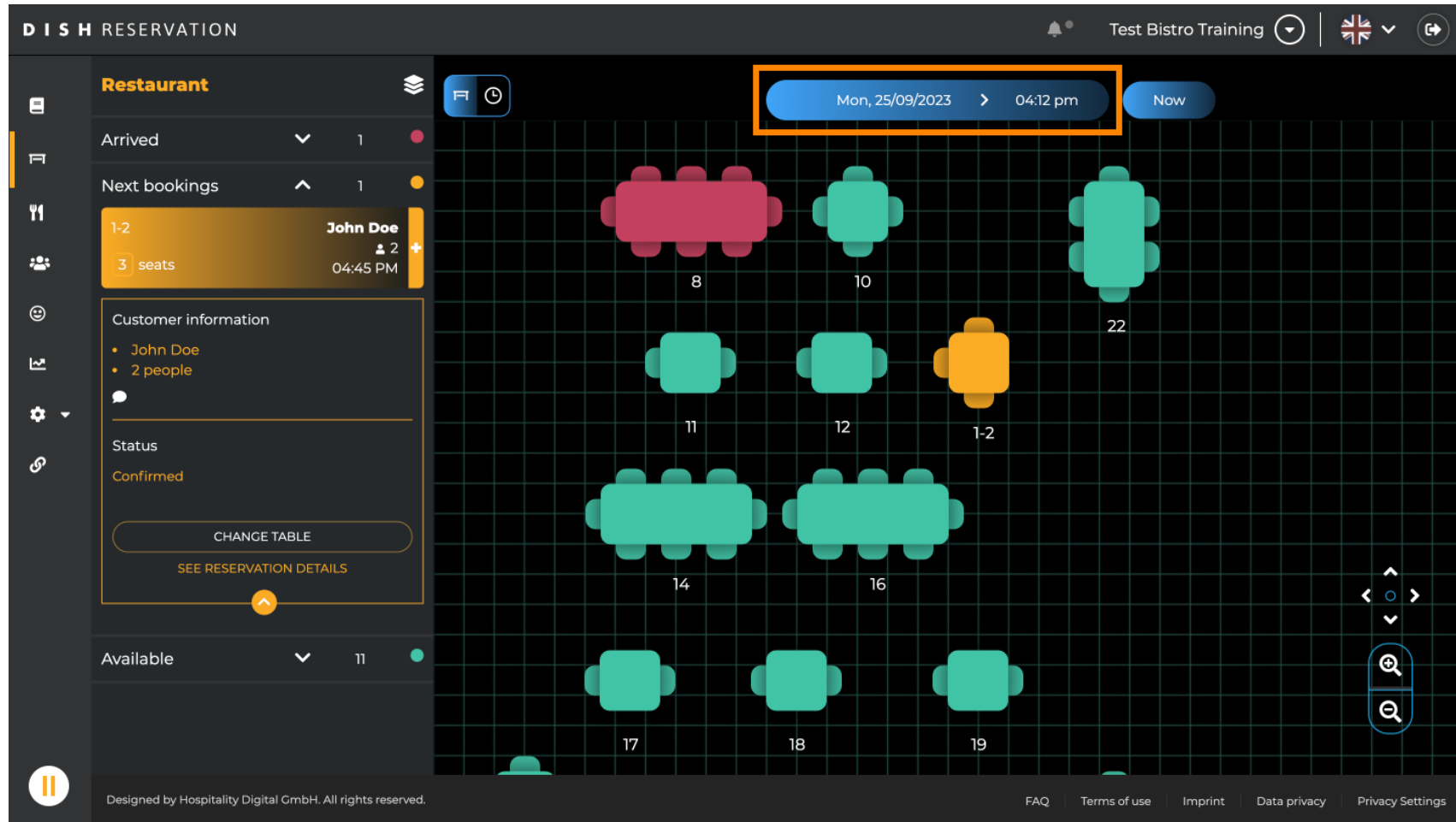
The main reservation list shows a date "Mon, 25/09/2023" and a reservation entry for "04:45 PM" by "Doe, John" for "2 guest(s)" at "1-2 (Restaurant)". The status is "Confirmed" with a dropdown arrow. A note below the entry reads "50% discount on cocktails". A "Print" button is located below the reservation entry.

At the bottom of the page, there is a footer with "Designed by Hospitality Digital GmbH. All rights reserved." on the left, a yellow question mark icon in the center, and a list of links: "FAQ | Terms of use | Imprint | Data privacy | Privacy Settings" on the right.

i You then will see your **available tables**, **arrived guests** and **next bookings**. **Note: The visual table plan is a feature only included in DISH Professional Reservation.**



To spectate another date/time, click on the **time bar**.



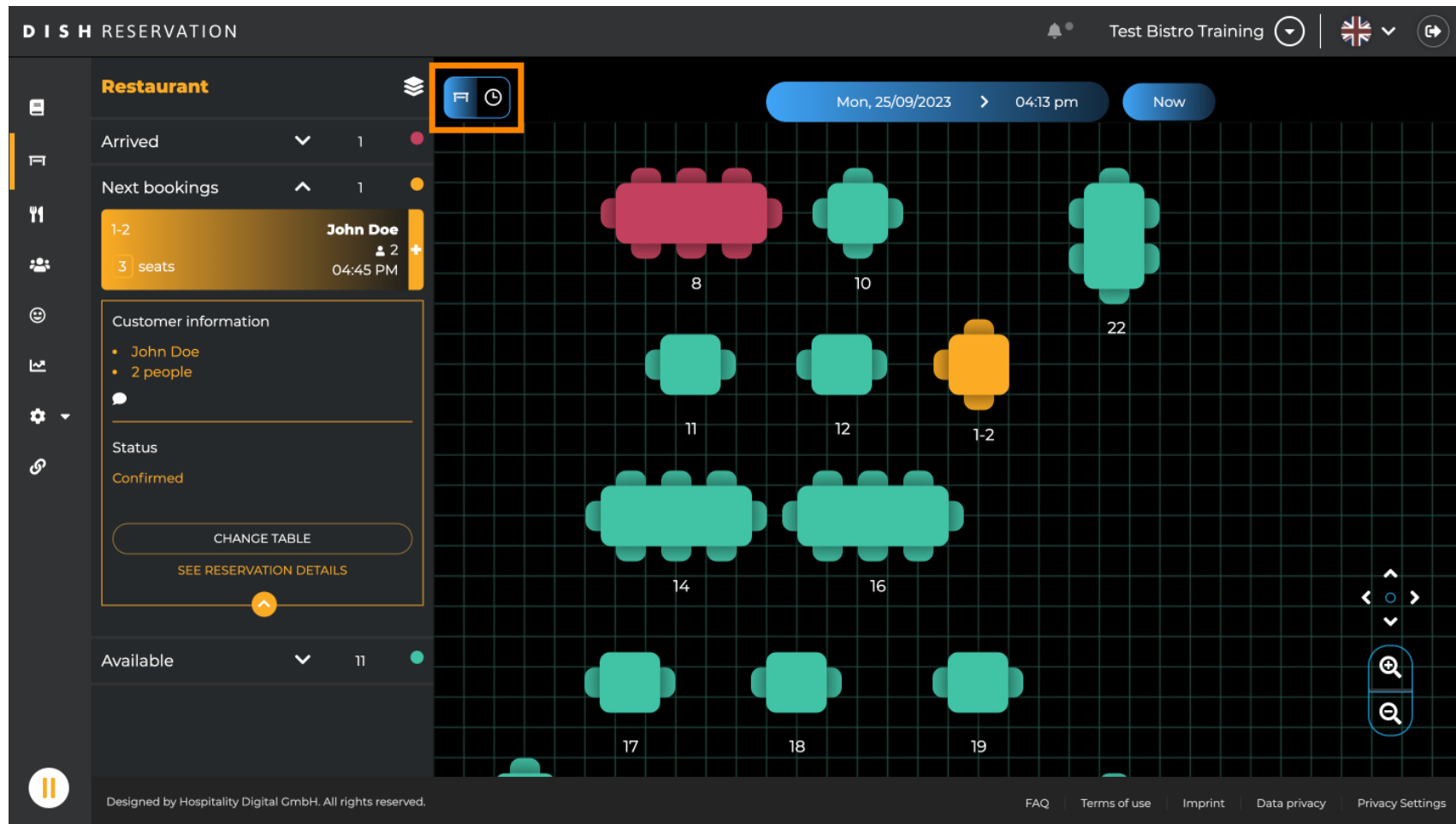
Then select the date and time you want to spectate.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a sidebar contains navigation icons and a 'Restaurant' section with reservation details for 'John Doe' (2 people, 04:45 PM, 3 seats). The main area shows a table plan with tables 8 through 19. A date and time selection modal is open, showing 'September 2023' with the 25th selected and the time set to 04:13 PM. The modal includes an 'Apply' button and navigation arrows.

To go back to the current time, click on **Now**.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a sidebar contains navigation icons and a 'Restaurant' section with reservation details for 'John Doe' (2 people, 04:45 PM, 3 seats). The main area shows a table plan grid with tables numbered 8 through 19. A 'Now' button is highlighted with an orange box in the top right corner of the grid area. The top right of the interface shows the date 'Mon, 25/09/2023' and time '04:13 pm'. The bottom of the page includes a footer with 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.

When the **table icon** is selected it shows you the overview of available and booked tables. Click on the **watch icon** to see an overview of reservations assigned to the tables.



i You now see the available time slots for the corresponding tables.

DISH RESERVATION | Test Bistro Training | Mon, 25/09/2023 | 04:13 pm | Now

Restaurant

Arrived 1
Next bookings 1

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

Customer information
• John Doe
• 2 people

Status
Confirmed

CHANGE TABLE
SEE RESERVATION DETAILS

Available 11

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

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Click on an **existing reservation** to adjust the selected reservations. **Note: Upcoming or already ongoing doesn't matter.**

The screenshot displays the DISH Reservation Admin Panel interface. At the top, it shows the restaurant name 'Test Bistro Training' and the current date and time: 'Mon, 25/09/2023' at '04:20 pm'. The main area is a table plan grid with columns for time slots (2:00 PM, 3:00 PM, 4:00 PM, 5:00 PM) and rows for tables (1-2, 2-4, 8, 10, 11, 12, 14, 16). A reservation for 'John Doe' (2 people) is highlighted in orange at table 1-2, starting at 04:26 pm. Another reservation for 'John Doe' (4 people) is highlighted in purple at table 8, starting at 4:20 minutes. A sidebar on the left provides details for the selected reservation, including customer information (John Doe, 2 people), status (Confirmed), and options to change the table or see reservation details. The bottom of the screen contains a footer with 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.

i The **information** of the selected reservation will be shown on the left. You then have different options to choose depending on the status (arrived, confirmed, upcoming) of the reservation.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a sidebar shows reservation details for an 'Arrived' reservation. The details include:

- Reservation ID:** 8
- Customer Name:** John Doe
- Seats:** 8
- Time:** 04:00 PM
- Customer Information:** John Doe, 4 people
- Status:** Arrived
- Actions:** END RESERVATION, CHANGE TABLE, SEE RESERVATION DETAILS

The main area shows a table plan for 'Restaurant' on 'Mon, 25/09/2023' at '04:20 pm'. The table plan is a grid with columns for time slots (12:00 PM, 3:00 PM, 4:00 PM, 5:00 PM) and rows for tables (1-2, 2-4, 8, 10, 11, 12, 14, 16). A vertical yellow line indicates the current time is 04:27 pm. Reservations are shown as colored blocks within the grid, with details like 'John Doe' and '465 minutes' visible.



To add a new reservation, select the desired **table** you wish to place the reservation.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a sidebar shows reservation details for 'John Doe' (8 seats, 04:00 PM) and 'Next bookings' (1-2 seats, 04:45 PM). The main area features a table plan grid with columns for time slots (1:00 PM, 3:00 PM, 4:00 PM, 5:00 PM) and rows for tables (1-2, 2-4, 8, 10, 11, 12, 14, 16). A table with 2 seats is highlighted with an orange border, indicating it is the selected table for a new reservation. The current time is 04:27 PM on Mon, 25/09/2023.

Then click on the **plus symbol** to add a new reservation.

The screenshot displays the DISH Reservation Admin Panel interface. The top navigation bar includes the DISH logo, the restaurant name "Test Bistro Training", and a clock showing "Mon, 25/09/2023" at "04:20 pm". A "Now" button is also present. The main area is divided into a left sidebar and a central table plan grid.

Left Sidebar:

- Restaurant:** John Doe, 2 people. Status: Confirmed. Buttons: CHANGE TABLE, SEE RESERVATION DETAILS.
- Available:** 11 seats. A list of table options with plus signs for adding reservations:
 - 2-4 seats (3 seats)
 - 10 seats (4 seats)
 - 11 seats (2 seats) - **Plus sign highlighted with an orange box**
 - 12 seats (2 seats)

Table Plan Grid:

Restaurant	Time	Duration	Guests	Name
1-2	3:00 PM	465 minutes	3	John Doe (2)
2-4	3:00 PM		3	
8	3:00 PM	420 minutes	8	John Doe (4)
10	3:00 PM		4	
11	3:00 PM		2	
12	3:00 PM		2	
14	3:00 PM		8	
16	3:00 PM		8	

A new input screen will open where you can enter the required **information**.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a sidebar contains navigation icons. The main area is split into two panels. The left panel is a reservation input form, and the right panel is a table plan.

Reservation Input Form (Left Panel):

- Table number: 11
- Seats: 2
- Time: 04:20 pm
- Customer information fields:
 - First name
 - Last name
 - Party size
 - Phone number
 - Email address
- Duration time: 150 min
- Status: Available
- Buttons: CREATE RESERVATION, DON'T SAVE

Table Plan (Right Panel):

Restaurant	Time Slot	Duration	Customer Name	Party Size
1-2	3:00 PM - 4:00 PM	465 minutes	John Doe	3
2-4	3:00 PM - 4:00 PM			3
8	3:00 PM - 4:00 PM	420 minutes	John Doe	8
10	3:00 PM - 4:00 PM			4
11	3:00 PM - 4:00 PM			2
12	3:00 PM - 4:00 PM			2
14	3:00 PM - 4:00 PM			8
16	3:00 PM - 4:00 PM			8

The table plan shows a grid of tables with their respective sizes and party counts. A vertical yellow line indicates the current time slot, 04:27 pm, which is within the 3:00 PM to 4:00 PM slot.



Once you entered all the information of the reservation click on **CREATE RESERVATION** to add it.

The screenshot displays the DISH Reservation Admin Panel interface. On the left, a reservation form is visible with the following details:

- Table:** 11
- Seats:** 2
- Time:** 04:20 pm
- Customer information:**
 - Name: Jane Doe
 - Phone number: 2
 - Email address: (empty)
- Duration time:** 150 min
- Status:** Available

At the bottom of the form, the **CREATE RESERVATION** button is highlighted with an orange border. Below it is a **DON'T SAVE** button.

On the right, a table plan is shown for the restaurant. The current time is 04:27 pm. The table plan consists of several tables with their respective capacities and durations:

Table ID	Capacity	Duration	Occupied
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		

The bottom of the screen contains 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.

To switch the area of your establishment, click on the **layered symbol**.

The screenshot displays the DISH Reservation Admin Panel interface. At the top, it shows 'DISH RESERVATION' and 'Test Bistro Training'. The main area is a table plan for 'Restaurant' on 'Mon, 25/09/2023' at '04:41 pm'. The table plan is a grid with columns for time slots (3:00 PM, 4:00 PM, 5:00 PM) and rows for tables (1-2, 2-4, 8, 10, 11, 12, 14, 16). A vertical yellow line indicates the current time is 04:41 pm. A reservation for 'John Doe' (2 people) is shown at table 1-2, starting at 04:45 PM. Other reservations are shown for 'John Doe' (4 people) at table 8 and 'Jane Doe' (2 people) at table 11. The left sidebar contains navigation icons and a 'Restaurant' section with a layered symbol icon highlighted. The bottom of the screen shows a footer with 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.

Then select your desired area by clicking on the **name** of it.

The screenshot displays the DISH Reservation Admin Panel interface. The top navigation bar includes the 'DISH RESERVATION' logo, a notification bell, the location 'Test Bistro Training', a language selector (UK flag), and a refresh icon. The main header shows the date 'Mon, 25/09/2023' and time '04:41 pm', with a 'Now' button. The left sidebar lists several areas: BAR, Garten, Lounge (highlighted with an orange border), Restaurant, Terrasse, and Test 20, along with an 'Add areas' option. The main table plan shows a grid of tables with columns for time slots (3:00 PM, 4:00 PM, 5:00 PM). Reservations are shown as colored blocks with names and durations. For example, in the 4:00 PM slot, 'John Doe' is reserved for 465 minutes in the Lounge area. In the 5:00 PM slot, 'Jane Doe' is reserved for 440 minutes in the Lounge area. The bottom footer contains the text 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.

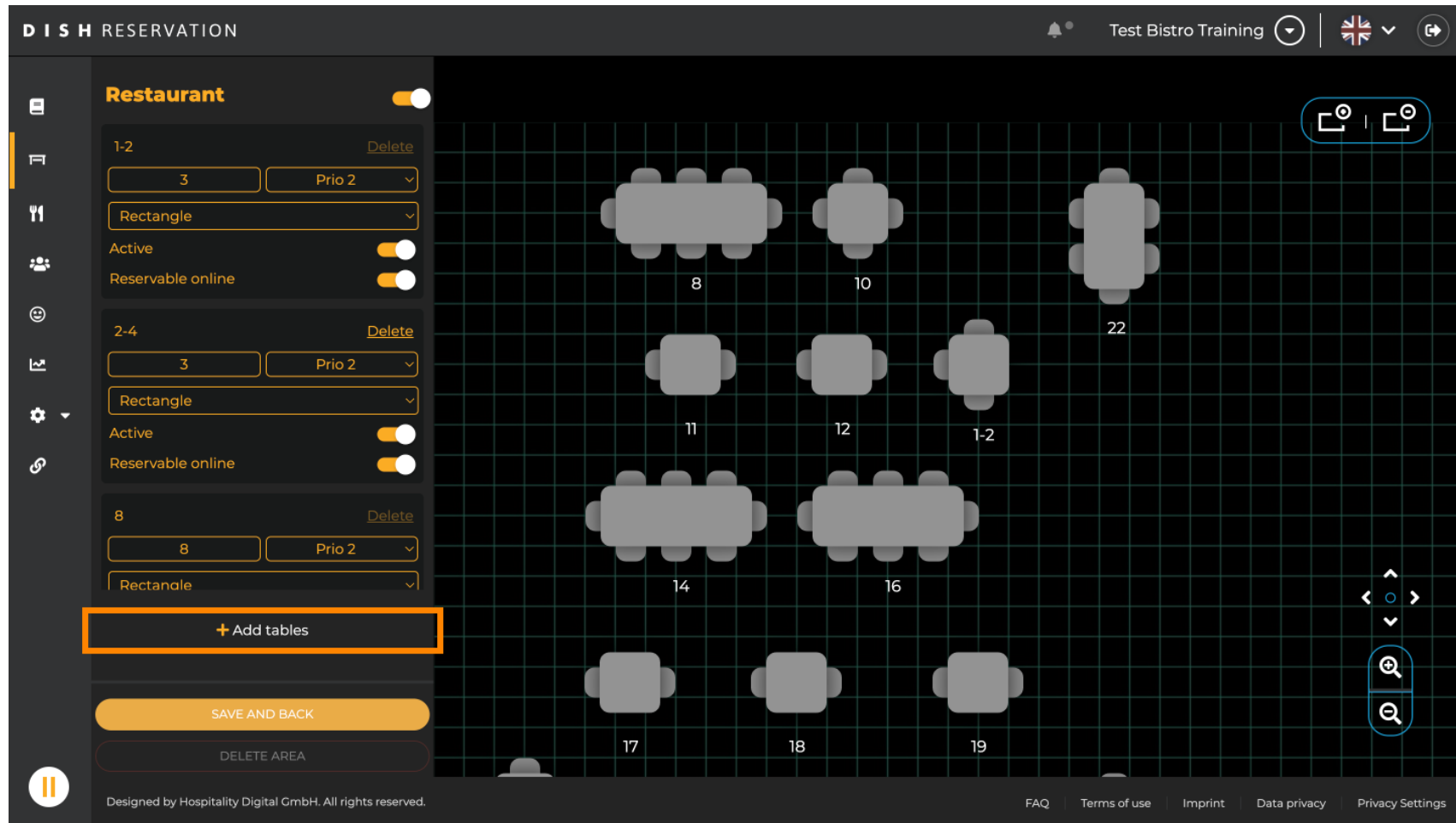
Do you wish to edit an area, click on the corresponding **editing icon**.

DISH RESERVATION | Test Bistro Training | Mon, 25/09/2023 | 04:41 pm | Now

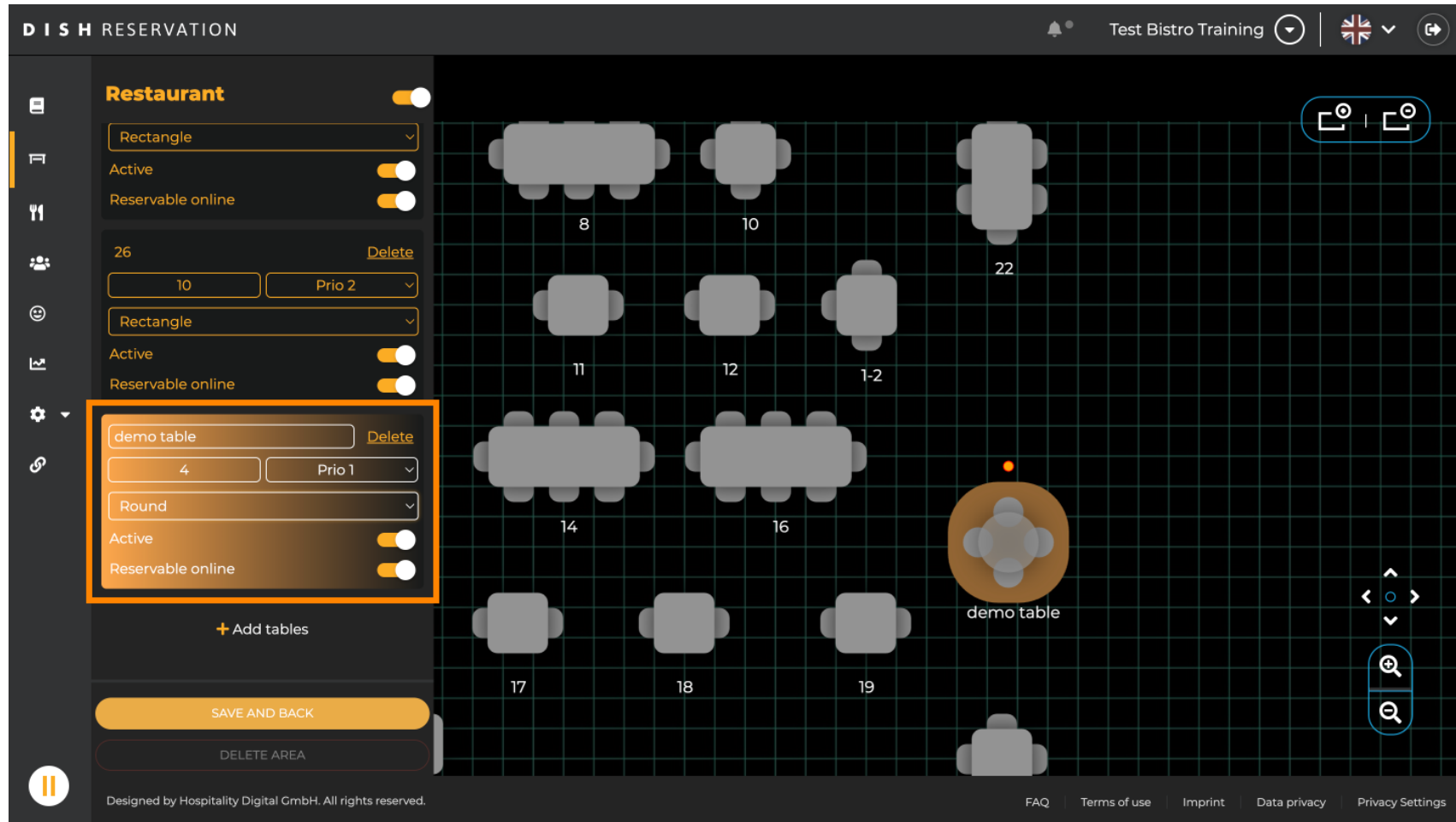
Area	Table ID	Guests	3:00 PM	4:00 PM	5:00 PM
Restaurant	1-2	3		465 minutes	John Doe (2)
Lounge	2-4	3			
Restaurant	8	8	420 minutes	John Doe (4)	
Test 20	10	4			
Test 20	11	2	440 minutes	Jane Doe (2)	
Test 20	12	2			
Test 20	14	8			
Test 20	16	8			

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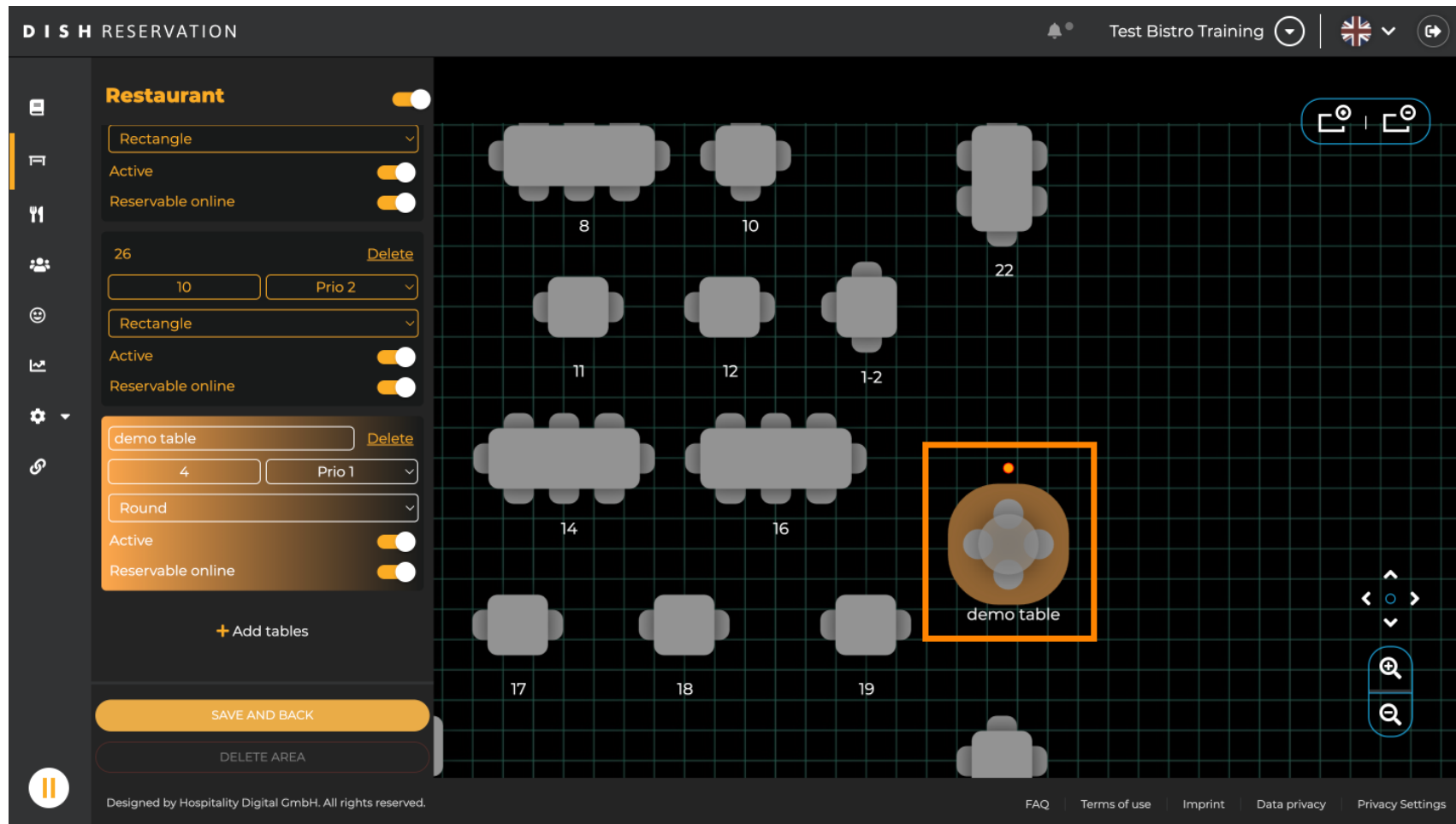
Now you are able to add tables to this area. To do so click on **+ Add tables**.



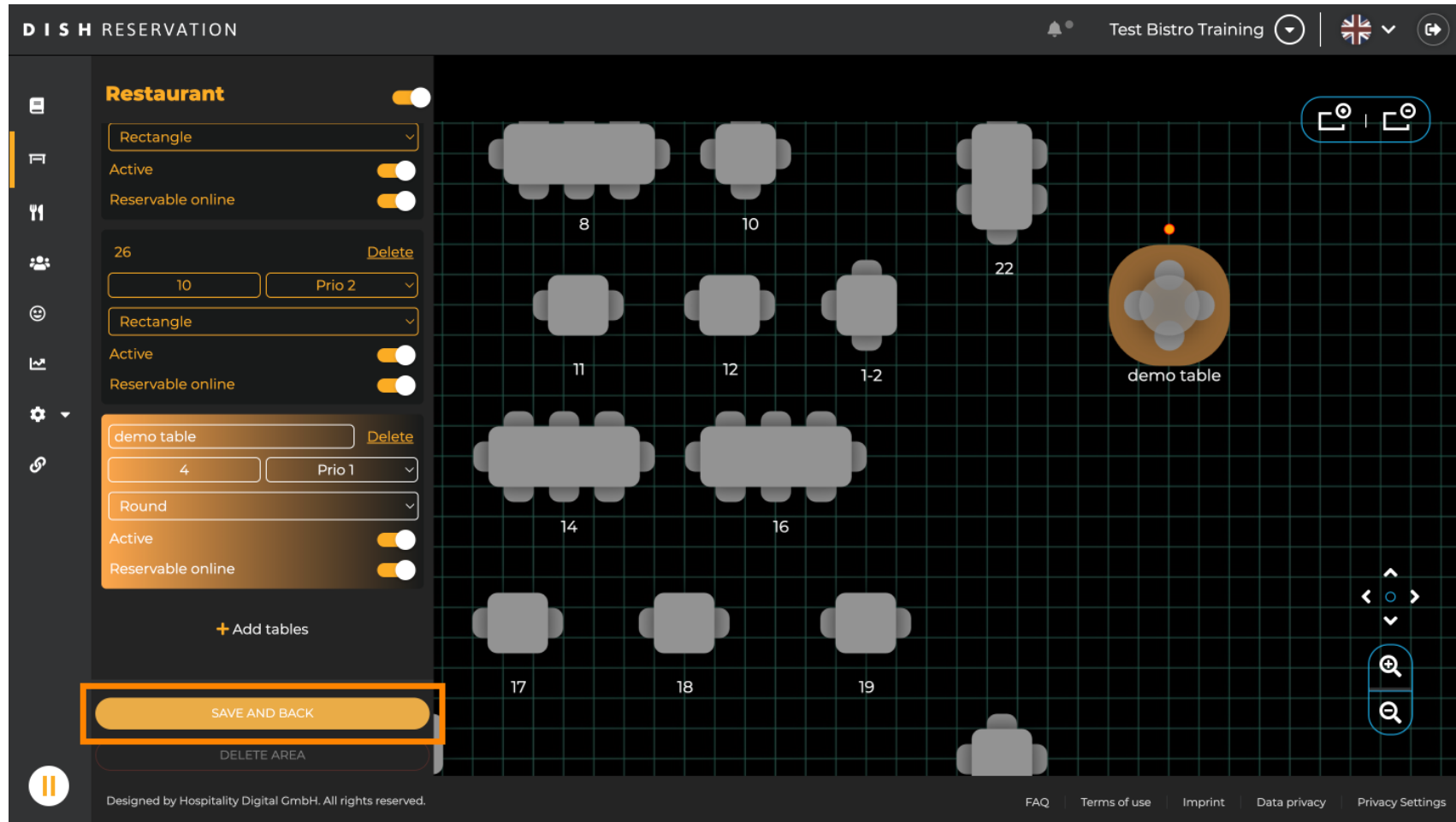
A new **input mask** will appear where you have to add the details of the table.



- Once you added the details, you can freely move the **new table** on your table plan. Simply drag and drop it on the desired spot.



Then click on **SAVE AND BACK** to apply your changes.

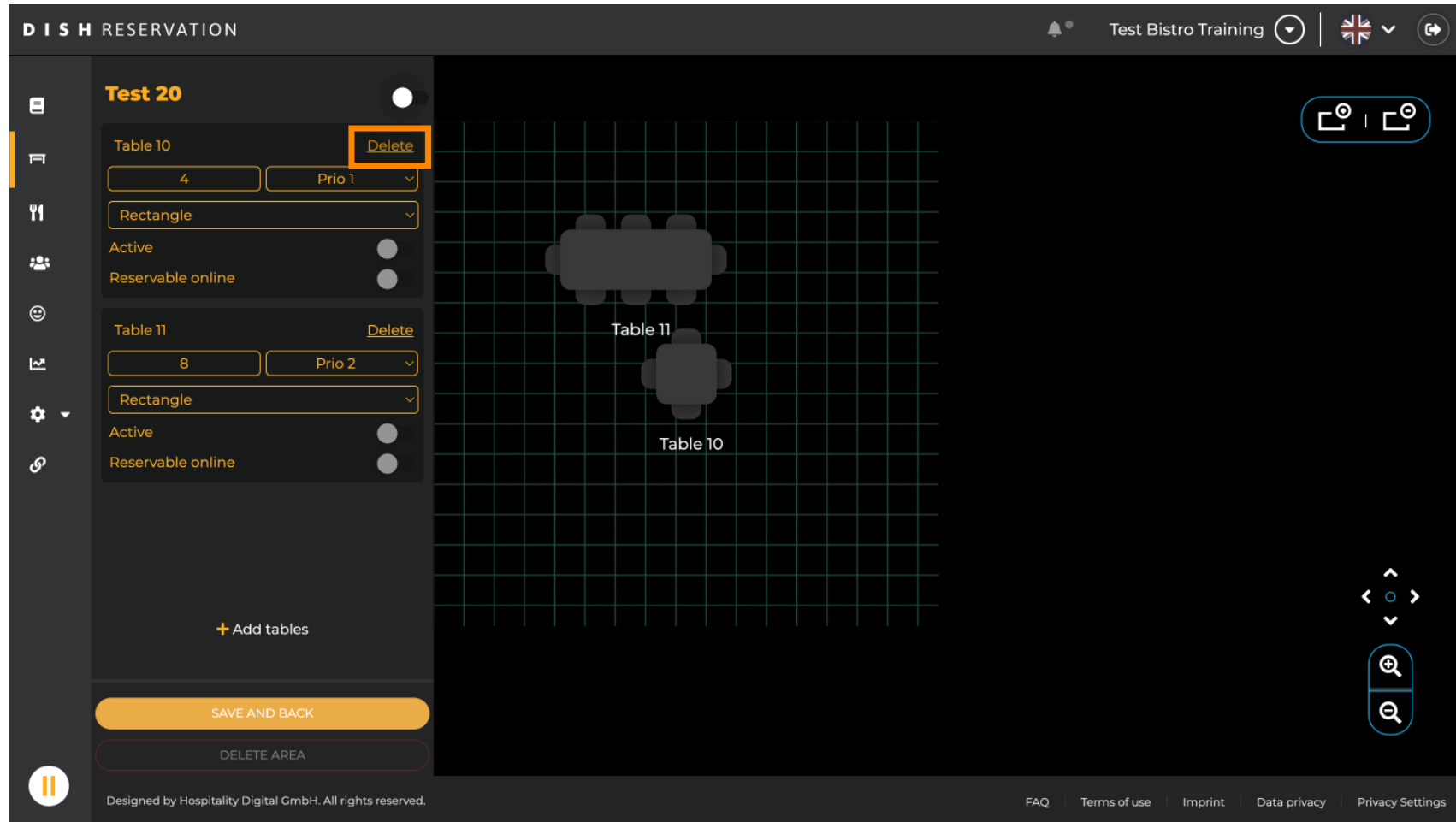




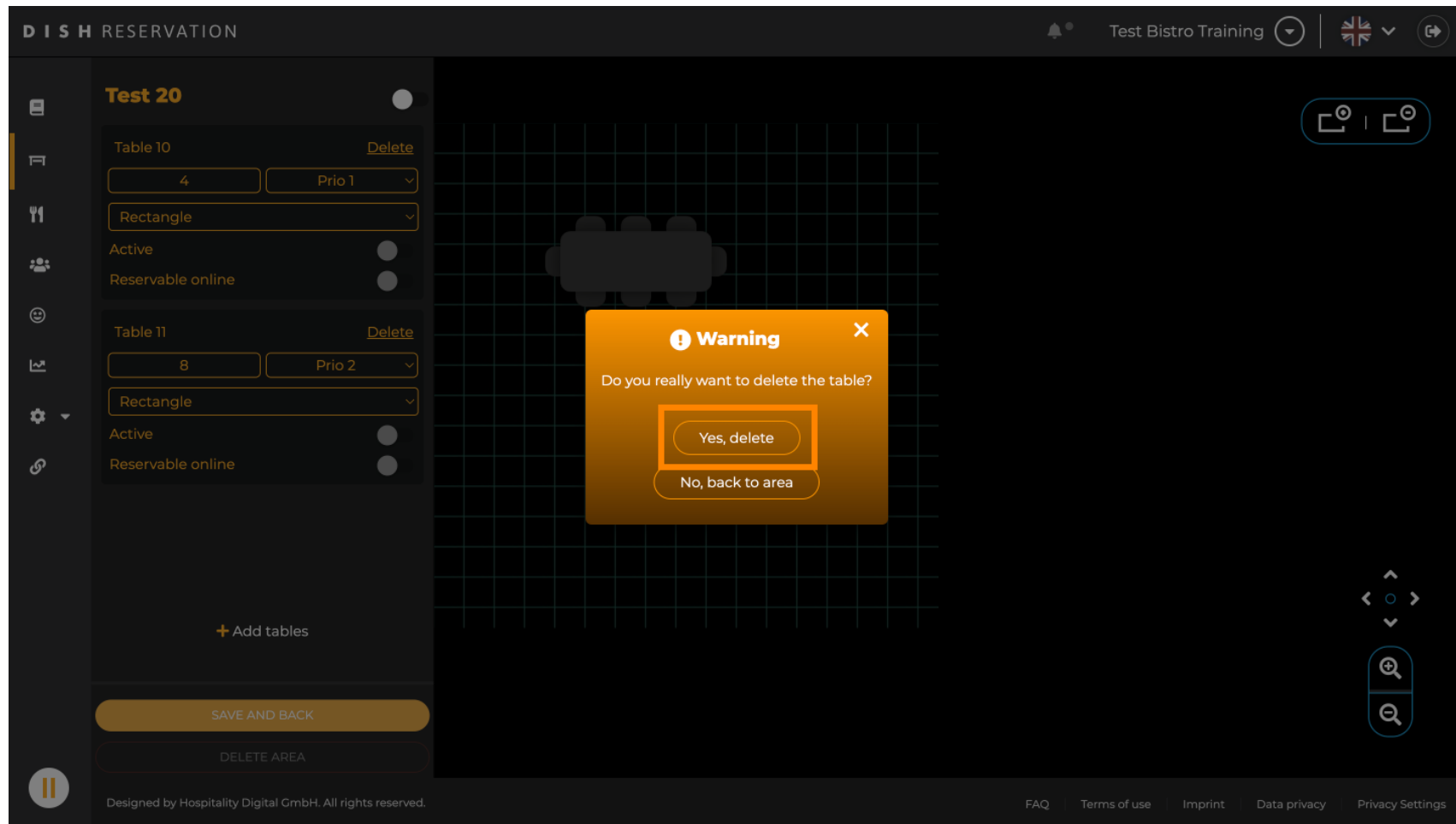
To disable an area set the **slider** inactive.

The screenshot displays the DISH Reservation Admin Panel interface. At the top, it shows 'DISH RESERVATION' and 'Test Bistro Training'. The main area is titled 'Test 20' and contains a configuration panel on the left and a table plan grid on the right. The configuration panel for 'Table 10' includes a 'Delete' button, a quantity input set to '4', a priority dropdown set to 'Prio 1', a 'Rectangle' shape selector, and two toggle switches for 'Active' and 'Reservable online', both of which are currently turned off. The 'Active' toggle is highlighted with an orange box. Below this, the configuration for 'Table 11' is visible, with a quantity of '8' and priority 'Prio 2'. The table plan grid shows two tables: 'Table 11' (a larger rectangle) and 'Table 10' (a smaller square). At the bottom of the configuration panel, there are buttons for '+ Add tables', 'SAVE AND BACK', and 'DELETE AREA'. The footer contains the text 'Designed by Hospitality Digital GmbH. All rights reserved.' and links for 'FAQ', 'Terms of use', 'Imprint', 'Data privacy', and 'Privacy Settings'.

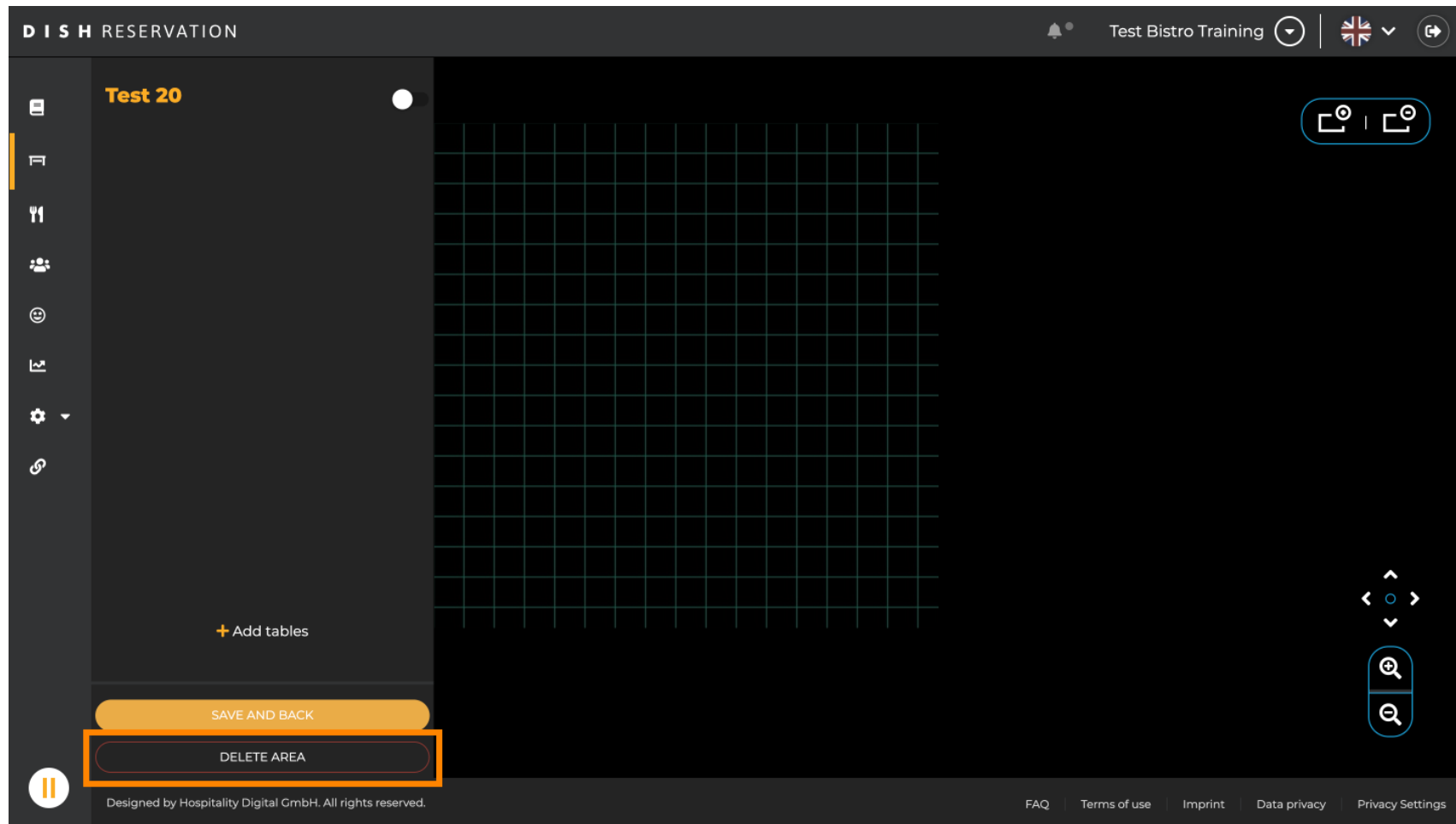
If you want to remove a table, click on **Delete**.



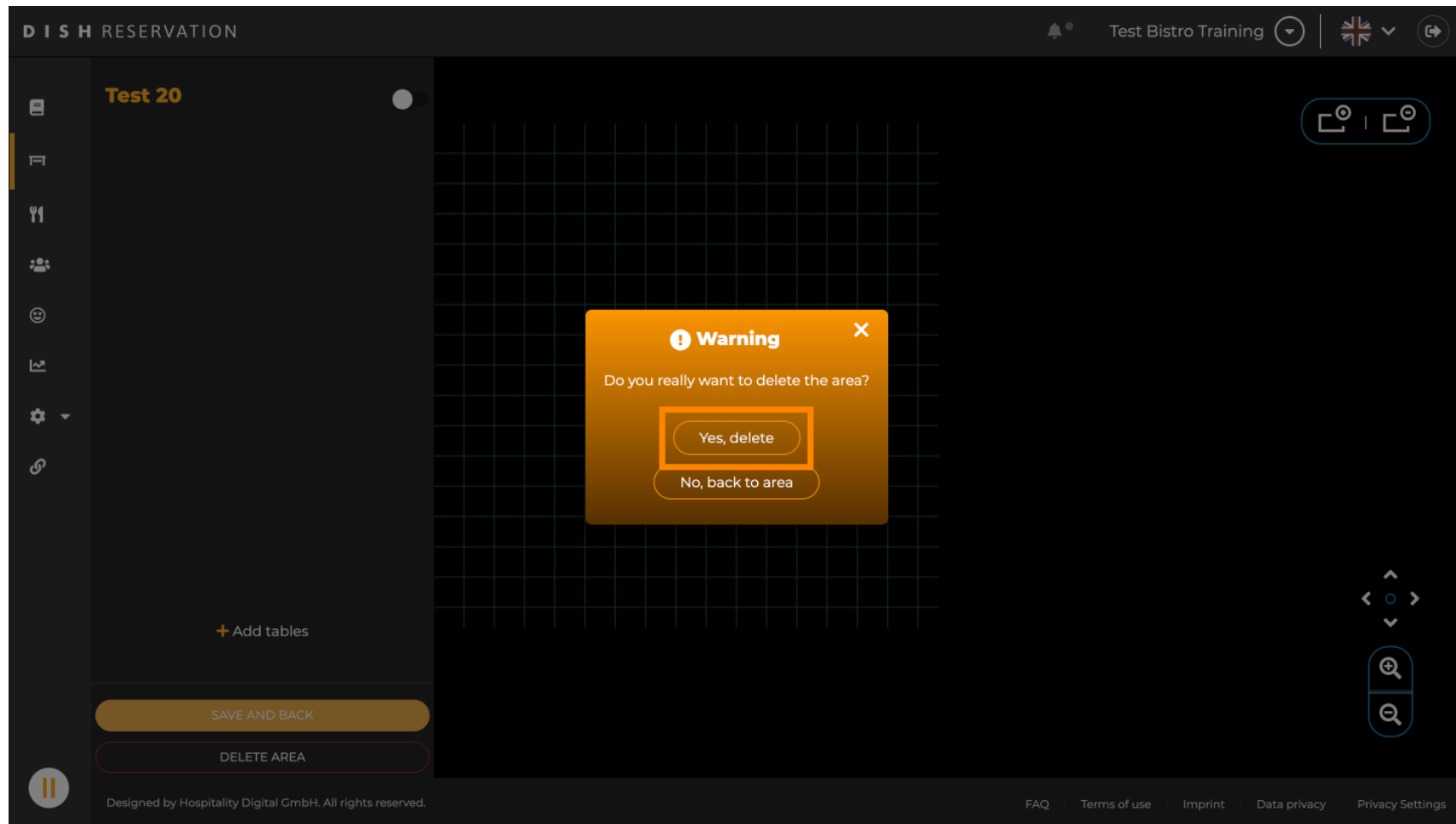
- To make sure you don't delete a table on accident, you will be asked to confirm your action. To confirm, click on **Yes, delete**.



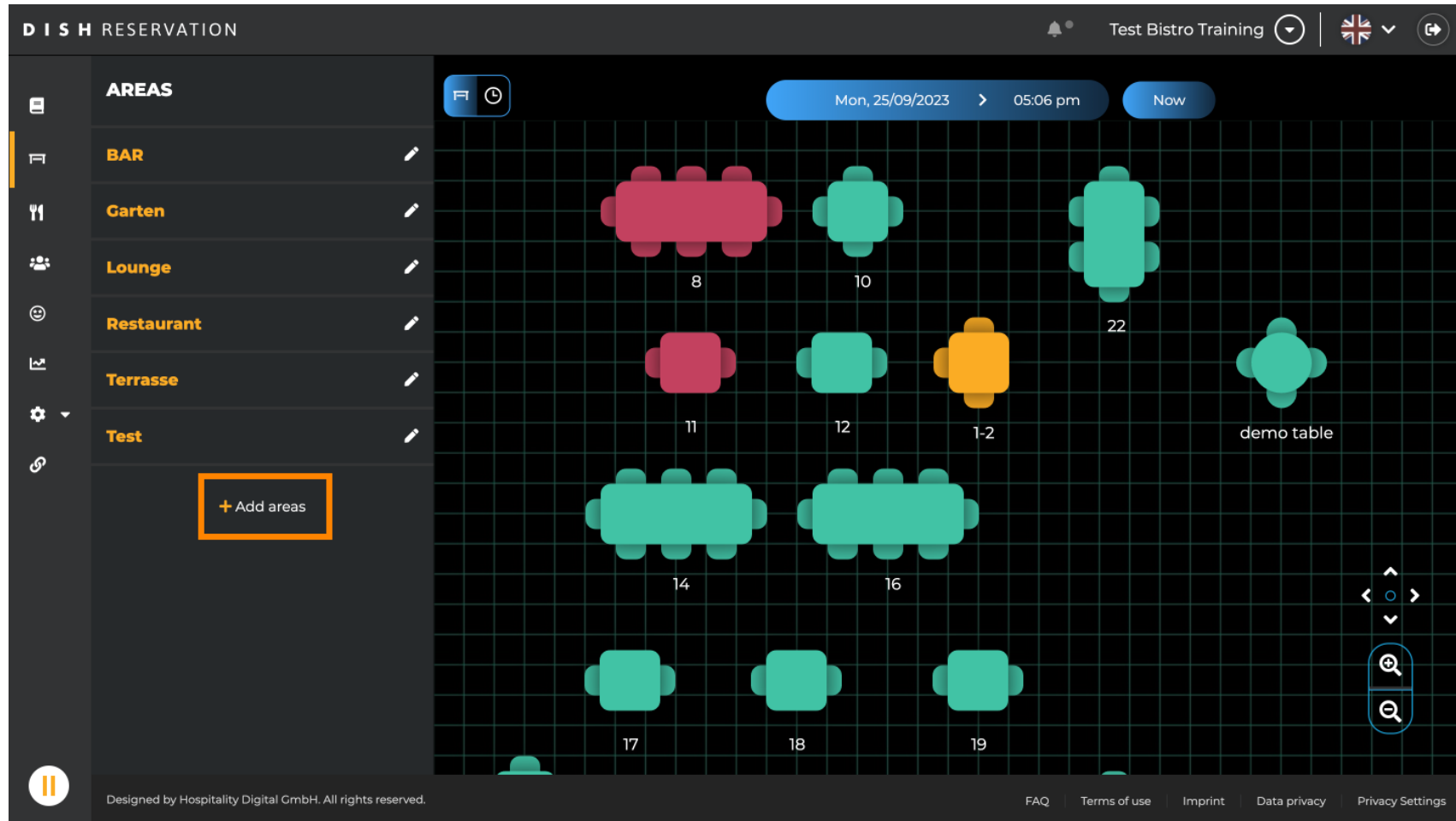
- To remove a complete area, click on **DELETE AREA**. **Note: To delete an area, make sure all tables are deleted and the area is disabled.**



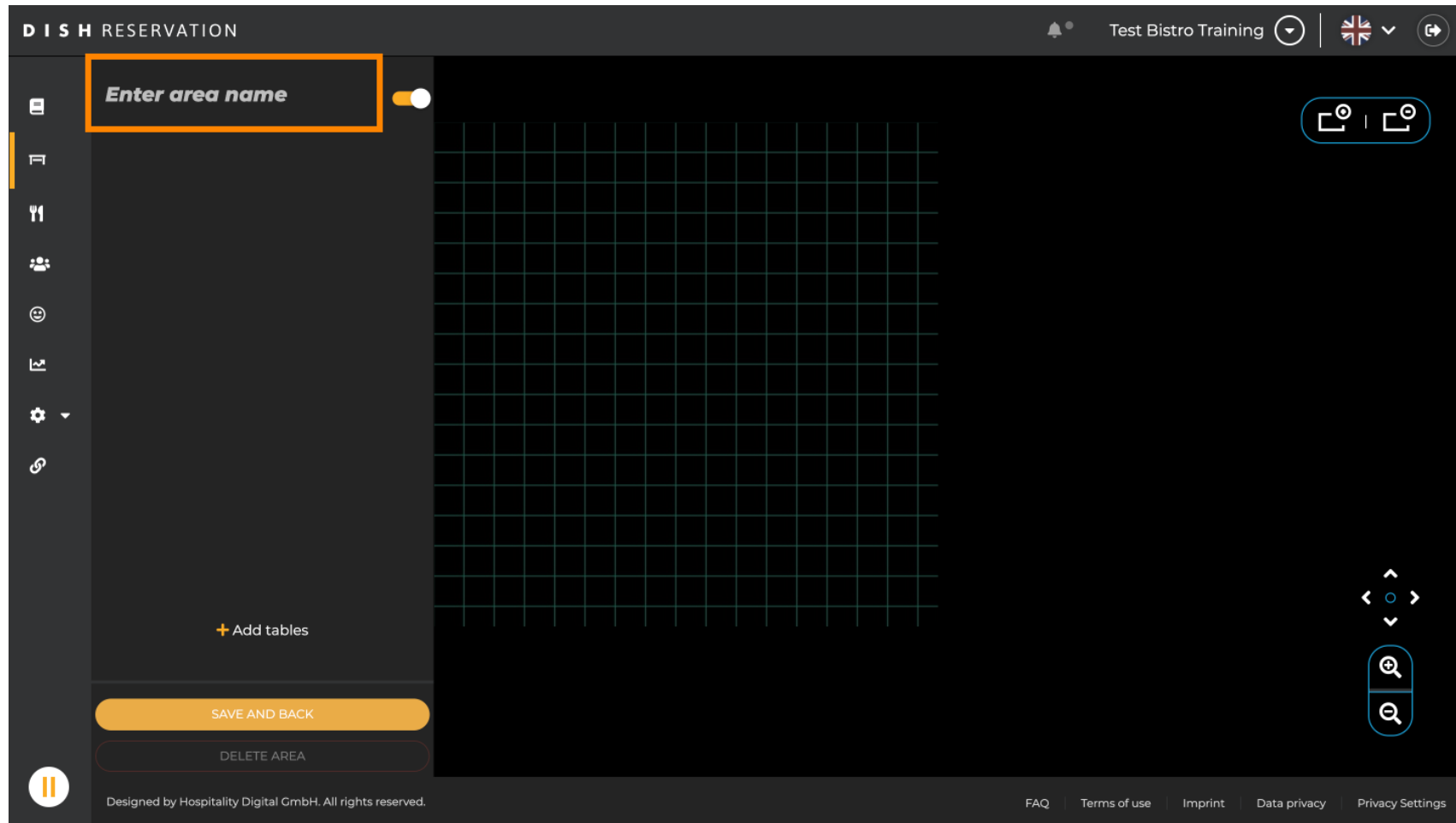
- To make sure you don't delete an area on accident, you will be asked to confirm your action. To confirm, click on **Yes, delete**.



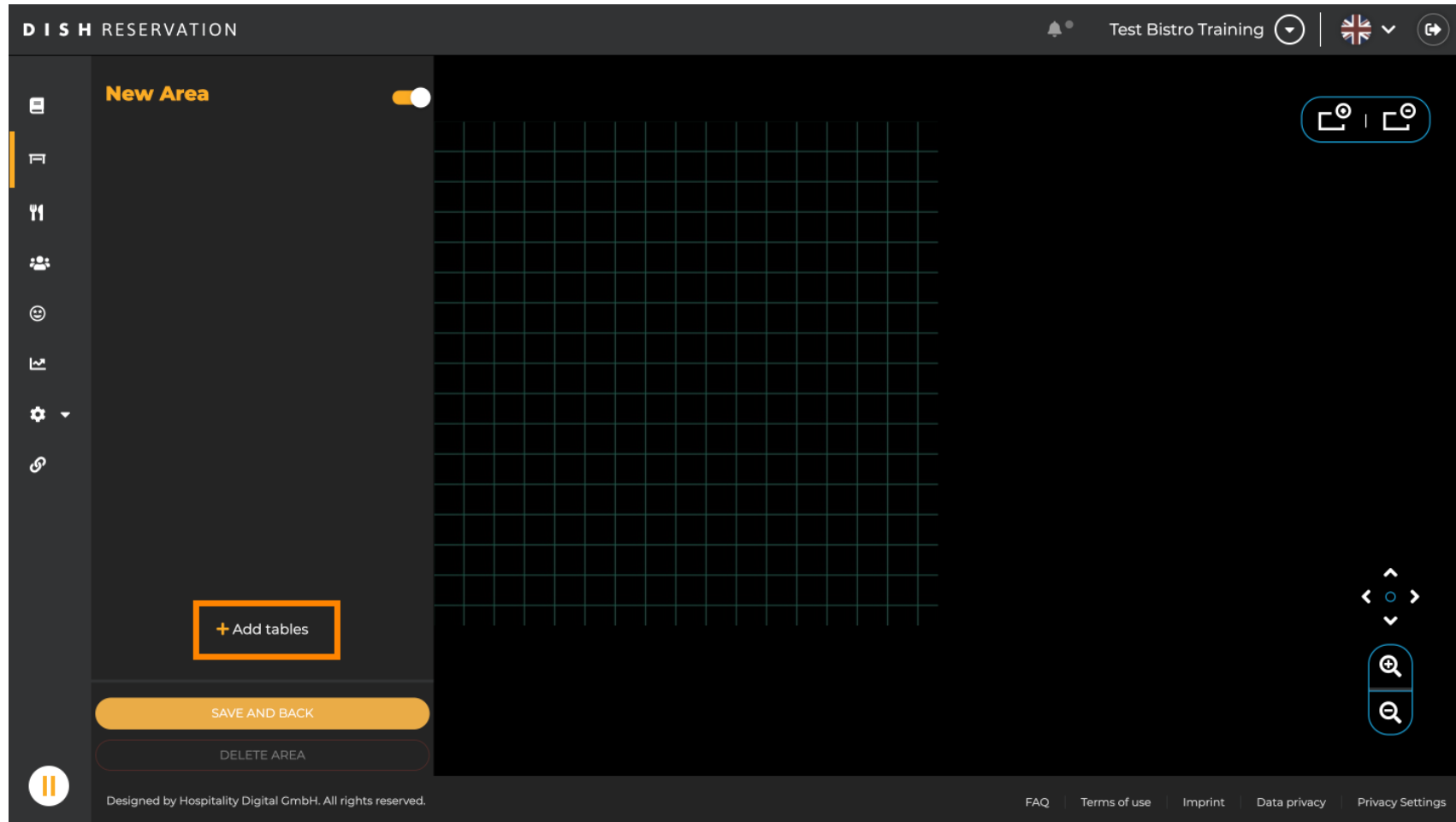
By clicking on **+ Add areas** an input mask for adding the name for the new area will open up.



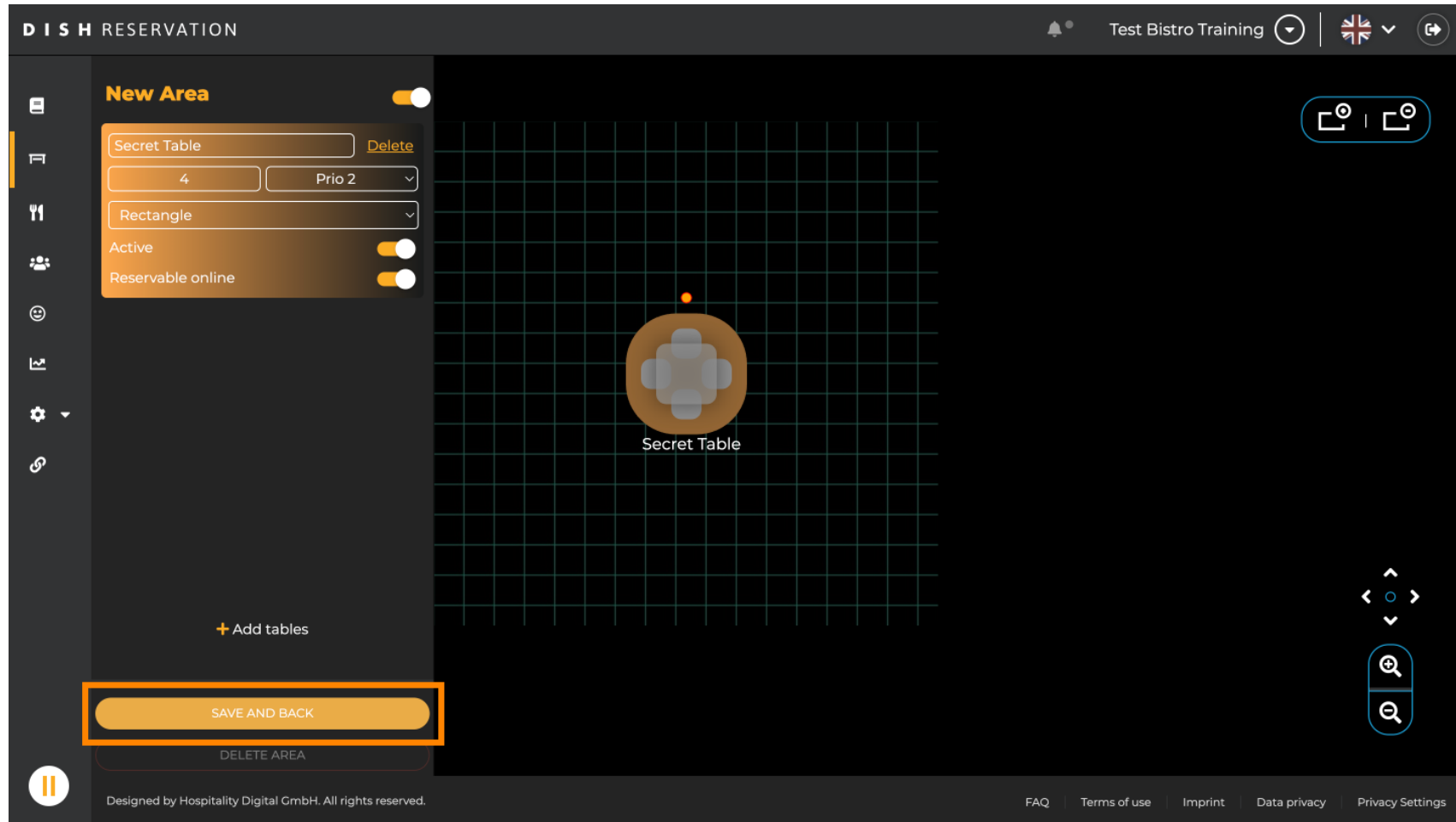
- Enter the name of the area in the corresponding **text field**.



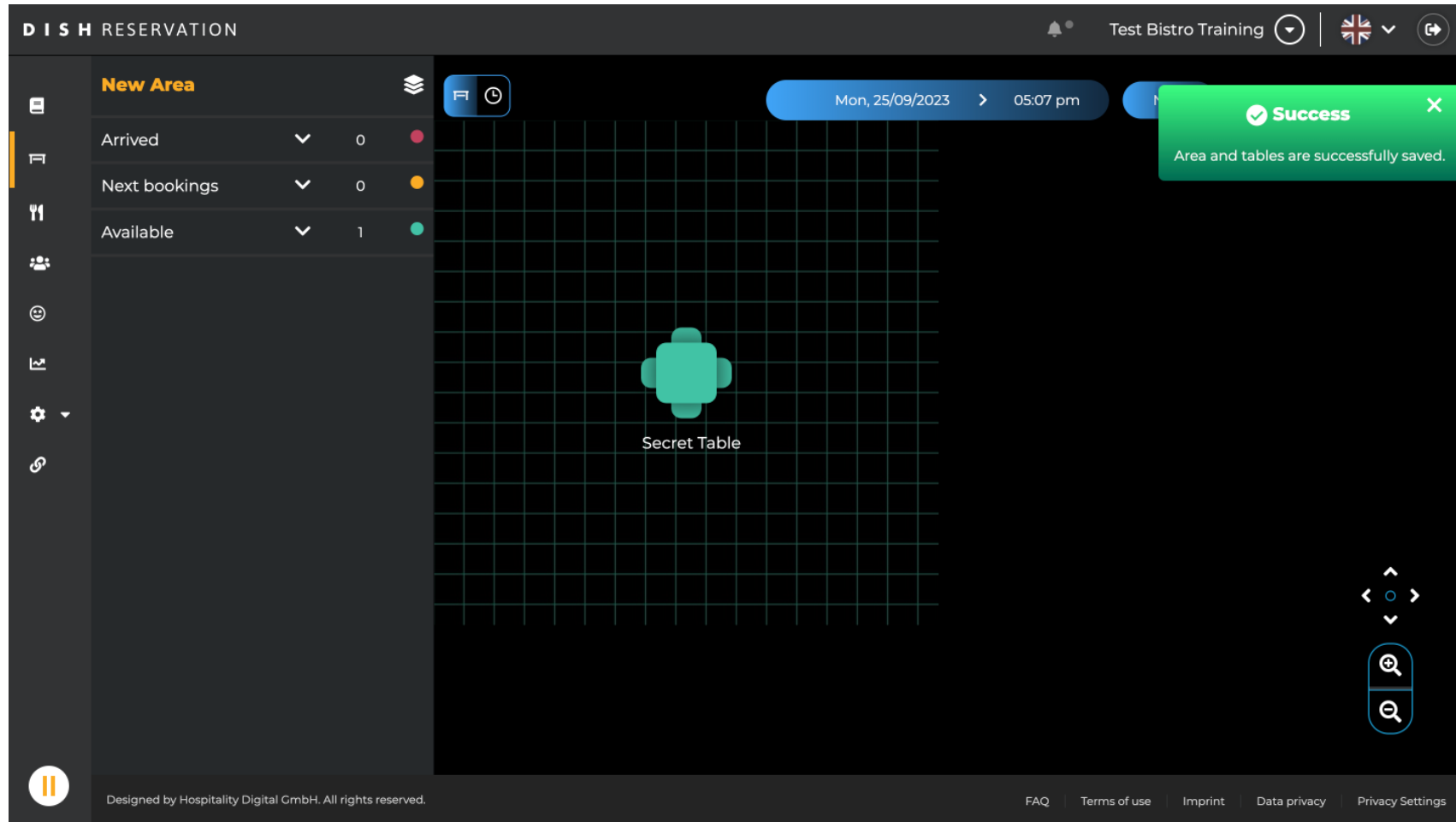
As shown in the previous steps you can create and place tables by clicking on to **+ Add tables**.



Once you finished your setup of the new area, click on **SAVE AND BACK** to apply the changes.



 That's it. You have completed the tutorial and now have an overview of the functions of the table plan.





Scan to go to the interactive player