

 In questo tutorial ti mostreremo come inserire l'ospite walk-in nella tua prenotazione. Nota: ci sono due modi per entrare come ospite walk-in.

<b>DISH</b> RESERVATION						Test Bistro Tra	aining 🕤	<u> 취</u> 분 ~	•
Reservations	Have a walk-in cu reservation book!	istomer? Received a rese	rvation request over pho	one / email? Don't forget to	add it to your		ADD RESERV	ATION	
🛏 Table plan			М	on. 20 Jun - Mon. 20 Jun					
🆞 Menu				, ,					
📇 Guests		All				🗹 2 🛛 😫	11 <b>m</b> 2/50	C	
eedback									
🗠 Reports	02:00 PM	Müller Paul		Z quest(s)	G3 (Garten)				
🏟 Settings 👻	02.00 PM	Muller, Paul		5 guest(s)	US (Garten)		Confirmed	~	
⑦ Help	04:00 PM	Mustermann, Max		8 guest(s)	8 (Restaurant)	۵	Confirmed	~	
	50% discount on	cocktails							
	Print								
Too many quests in house?									
Pause online reservations	Designed by Hospitality	Digital GmbH. All rights reserved	d.		FAQ	Terms of use   Imp	rint   Data privacy	Privacy Se	ttings



### Il primo modo è fare clic sul pulsante WALK-IN per aggiungere ospiti walk-in alla tua prenotazione.

DISH RESERVATION						Test Bistro Trai	ning 🕤		•
Reservations	Have a walk-in cu reservation book!	stomer? Received a rese	rvation request over ph	one / email? Don't forget to	add it to your	WALK-IN	ADD RESERVAT		
🎮 Table plan	<		Μ	1on, 20 Jun - Mon, 20 Jun					
🐣 Guests		All				<b>2</b> 🕏	11 <b>= 2/50</b>		
Feedback	Mon, 20/06/2022								
🗠 Reports	02:00 PM	Müller, Paul		3 guest(s)	G3 (Garten)		Confirmed	~	
<ul><li>Ø Help</li></ul>	04:00 PM	Mustermann, Max	:	8 guest(s)	8 (Restaurant)	÷	Confirmed	~	
	50% discount on	cocktails							
	Print								
Too many guests in house? Pause online reservations	Designed by Hospitality	Digital GmbH. All rights reserve	d.		FAQ	Terms of use   Imprir	nt   Data privacy	Privacy Se	ttings



Apparirà una finestra. Qui puoi inserire le informazioni sulla camminata, nonché le richieste e le note del tuo ospite. Nota: la data e l'ora sono preimpostate. Anche la sorgente è preimpostata.

<b>DISH</b> RESERVATION					Test Bistro Training 🕞	췍추 ~	
Reservations	Have a walk-in custo	mer? Received a reservation request over phone / er	nail? Don't i	forget to add it to your reserva	tion book!	Back	
🛏 Table plan	Walkin informa	tion		Requests & notes			1
🎢 Menu	'#' Guests *			Internal note			
🐣 Guests	Date	Mon, 20/06/2022		Allergies		le	
Feedback	Time	Now		Gluten Sesame Nu	uts 🗌 Crustacean 🗌 Eggs 🗌	Fish	
🗠 Reports	Duration	Please select capacity and time first	•	☐ Mustard ☐ Lactose ☐ C ☐ Lupins ☐ Sulphite	Celery 🗌 Peanuts 🗌 Shellfish	🗌 Soy	
🏟 Settings 👻	Table(s)	Please select	•	Diet	Karlan Olastar fas Oly		
⑦ Help	Source	Walkin		U Gluten-free U Halal U I	Kosner 🗌 Lactose-free 🗌 Veg	3N	
						SAVE	
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# In Richieste e note puoi inserire e selezionare informazioni come allergie e diete del tuo ospite.

<b>DISH</b> RESERVATION				Test Bistro Training 🕤 🛛 🎽 🗸 🕞
Reservations	Have a walk-in custor	mer? Received a reservation request over phone / email? Do	n't forget to add it to yo	ur reservation book! Back
🛏 Table plan	Walkin informa	tion	Requests & not	es
🍴 Menu	'#' Guests *	2	Internal note	1
🐣 Guests	Date	Mon, 20/06/2022	Allergies	
Feedback	Time	Now	Gluten Sesar	me 🗌 Nuts 🗌 Crustacean 🗌 Eggs 🗌 Fish
🗠 Reports	Duration	3 hours 🔹	Mustard Lac     Lupins Sulpt	tose 🗌 Celery 🗌 Peanuts 🗌 Shellfish 🗌 Soy nite
🌣 Settings 👻	Table(s)	-	Diet	
⑦ Help	Source	Walkin	☐ Gluten-free ☐ I ☐ Vegetarian	Halal 📋 Kosher 📋 Lactose-free 📋 Vegan
				SAVE
Too many guests in house? Pause online reservations	Designed by Hospitality Di	gital GmbH. All rights reserved.		FAQ   Terms of use   Imprint   Data privacy   Privacy Settings



# Clicca sul pulsante SALVA per aggiungere le informazioni al tuo libro di prenotazione.

<b>DISH</b> RESERVATION				Test Bistro Training 🕤 🛛 🎽 🗸 🚱
Reservations	Have a walk-in custo	mer? Received a reservation request over phone / email? Don'	t forget to add it to you	ur reservation book! Back
🛏 Table plan	Walkin informa	ation	Requests & note	25
🎢 Menu	'#' Guests *	2	Internal note	Here you can enter notes of your walk in guest
📇 Guests	Date	Mon, 20/06/2022	Allergies	
Feedback	Time	Now	Gluten Sesan	ne 🗹 Nuts 🗌 Crustacean 🗌 Eggs 🗌 Fish
🗠 Reports	Duration	3 hours 🔹	☐ Mustard	tose 🗌 Celery 🗌 Peanuts 🗌 Shellfish 🗌 Soy
🏟 Settings 👻	Table(s)	L3 •	Diet	
⑦ Help	Source	Walkin	☐ Gluten-free ☐ F	Halal 🗌 Kosher 📋 Lactose-free 📋 Vegan
				SAVE
Too many guests in house? Pause online reservations	Designed by Hospitality D	igital GmbH. All rights reserved.		FAQ   Terms of use   Imprint   Data privacy   Privacy Settings



(i) Riceverai una notifica che la tua prenotazione è stata creata.

DISH RESERVATION						Test Bistro Trair	hing 🕤   븱통	~ ( <del>•</del> )
Reservations	Have a walk-in custome reservation book!	r? Received a reservation re	equest over phone / email	? Don't forget to	add it to your	WALK-IN	⊘ Reservation has b created.	een ×
🛏 Table plan								
🍴 Menu	<		Mon, 20 Jun	- Mon, 20 Jun				<u>&gt;</u>
🐣 Guests	Al	⊖ Com	pleted	OUpcoming		💆 3 🛛 📇 1:	3 <b>न</b> 3/50	
Feedback								
🗠 Reports	Mon, 20/06/2022	Malkin		2 guast(c)				
🏟 Settings 👻	9.25 AM	notes of your walk in guest'	' (Note)	z guest(s)	L3 (Lounge)	8	Done	<u>*</u>
⑦ Help	Diet: Vegetarian Allergies: Nuts, Lactose							
	02:00 PM	Müller, Paul		3 guest(s)	G3 (Garten)		Confirmed	~
	04:00 PM	Mustermann, Max		8 guest(s)	8 (Restaurant)	<b>a</b>	Confirmed	~
	50% discount on cockta	ls						
	Print							2
Too many guests in house? Pause online reservations	Designed by Hospitality Digital G	mbH. All rights reserved.			FAQ   Te	erms of use   Imprint	t   Data privacy   Pri	vacy Settings



() I tuoi ospiti walk-in saranno elencati nelle tue prenotazioni.

<b>DISH</b> RESERVATION						Test Bistro T	Training 🕤 🛛	* *		
Reservations	Have a walk-in custor reservation book!	Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!					WALK-IN Ø Reservation has been created.			
🛏 Table plan					2					
🍴 Menu				Mon, 20 Jun - Mon, 20	Jun					
📇 Guests	(	) All			ning	<b>7</b> 3	<b>1</b> 3 <b>m</b> 3/50	C		
Feedback										
🗠 Reports	Mon, 20/06/2022	Mallin		2 munet						
🌣 Settings 👻	9.25 AM	iter notes of vour wa	lk in quest" <b>(Note)</b>	2 guest(	s) L3 (Lounge)	6	Done	<u> </u>		
⑦ Help	Diet: Vegetarian Allergies: Nuts, Lac	tose								
	02:00 PM	Müller, Paul		3 guest(	s) G3 (Garten)		Confirmed	~		
	04:00 PM	Mustermann, Ma	ах	8 guest(	s) 8 (Restaurant)	8	Confirmed	~		
	50% discount on co	cktails								
	Print							2		
Too many guests in house? Pause online reservations	Designed by Hospitality Dig	ital GmbH. All rights reserv	ved.		FAQ	P Terms of use I In	nprint   Data privacy	Privacy Settings		



• Ora ti mostreremo un secondo modo per aggiungere ospiti walk-in alle tue prenotazioni. Fare clic su Piano tabella per continuare.

<b>DISH</b> RESERVATION						Test Bistro Trai	ning 🕤 🛛	<u> </u>	
Reservations	Have a walk-in cu reservation book	ustomer? Received a res !	ervation request over	phone / email? Don't forget to	add it to your		ADD RESER	ATION	
🖻 Table plan	<ul> <li>(*)</li> </ul>			Mon, 20 Jun - Mon, 20 Jun					
🎢 Menu									
🐣 Guests				Upcoming		💆 3 🛛 📇 1	4 <b>m</b> 3/5	0	
Feedback									
🗠 Reports	Mon, 20/06/2022								
🏟 Settings 👻	02:00 PM	Müller, Paul		3 guest(s)	G3 (Garten)		Confirmed	~	
⑦ Help	04:00 PM	Mustermann, Ma	x	8 guest(s)	8 (Restaurant)	a	Confirmed	~	
	50% discount on	cocktails							
	05:30 PM	Fleischer, Max		3 guest(s)	2-4 (Restaurant)		Confirmed	~	
	🛃 "Internal note	s of your walk in guests'	(Note)						
	Diet: Vegetarian Allergies: Lupin:	5							
	Print							6	
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#### • Ora fai clic su Disponibile per aggiungere una prenotazione walk-in.





• Tutte le tabelle disponibili ti verranno mostrate qui. Ora seleziona i posti preferiti cliccando sull'icona più .





Apparirà una finestra in cui dovrai inserire le informazioni richieste, la dimensione del party e la durata .





#### Per completare la prenotazione del walk-in clicca su SAFE WALKIN.





(i) Riceverai una notifica che la tua prenotazione è stata creata con successo.





La prenotazione della passeggiata sarà inserita nel libro di prenotazione dell'area selezionata del ristorante. Così come sul piano del tavolo.







Scan to go to the interactive player