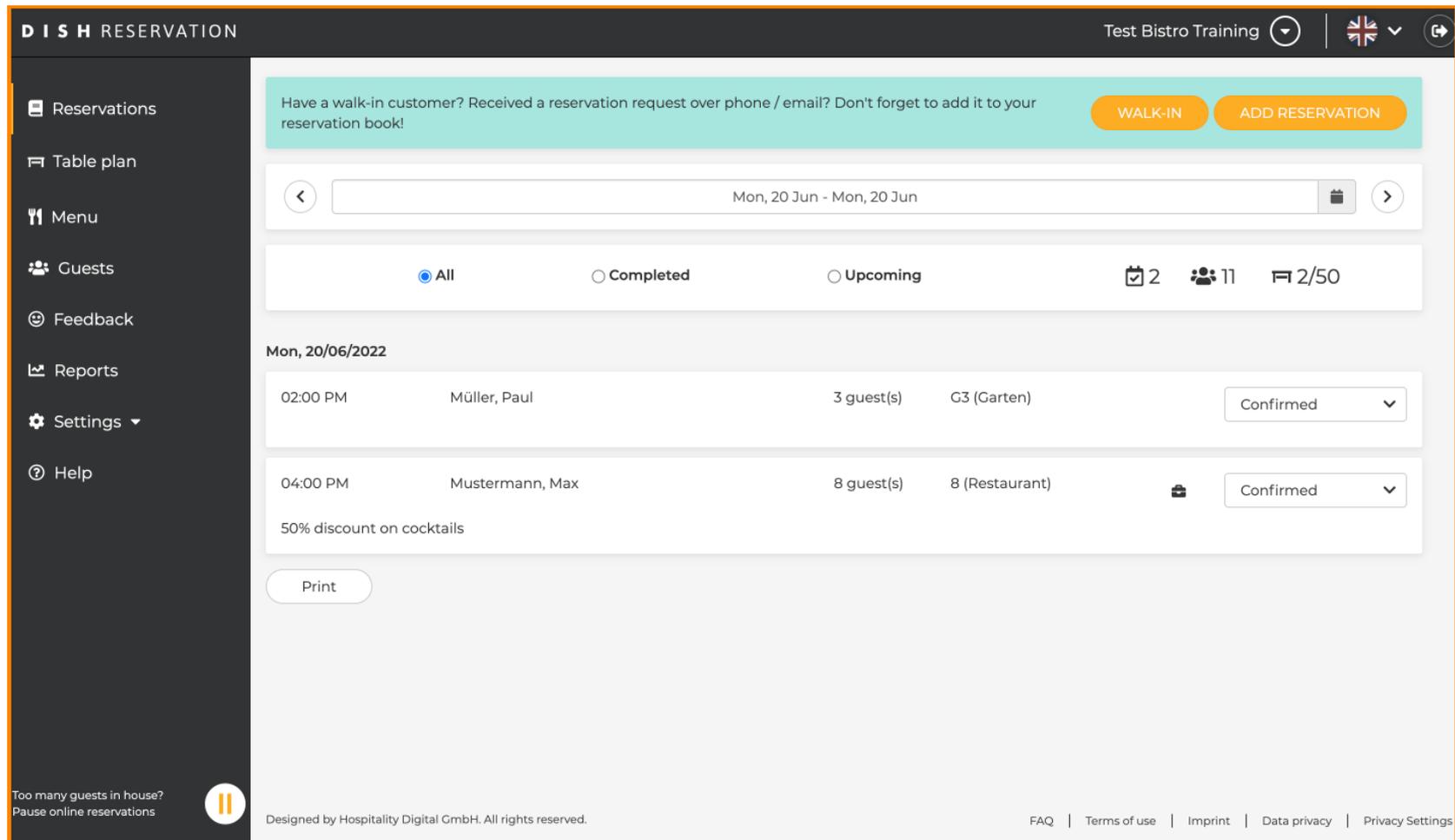




Neste tutorial, mostraremos como inserir um hóspede em sua reserva. Observação: Existem duas maneiras de entrar no convidado.



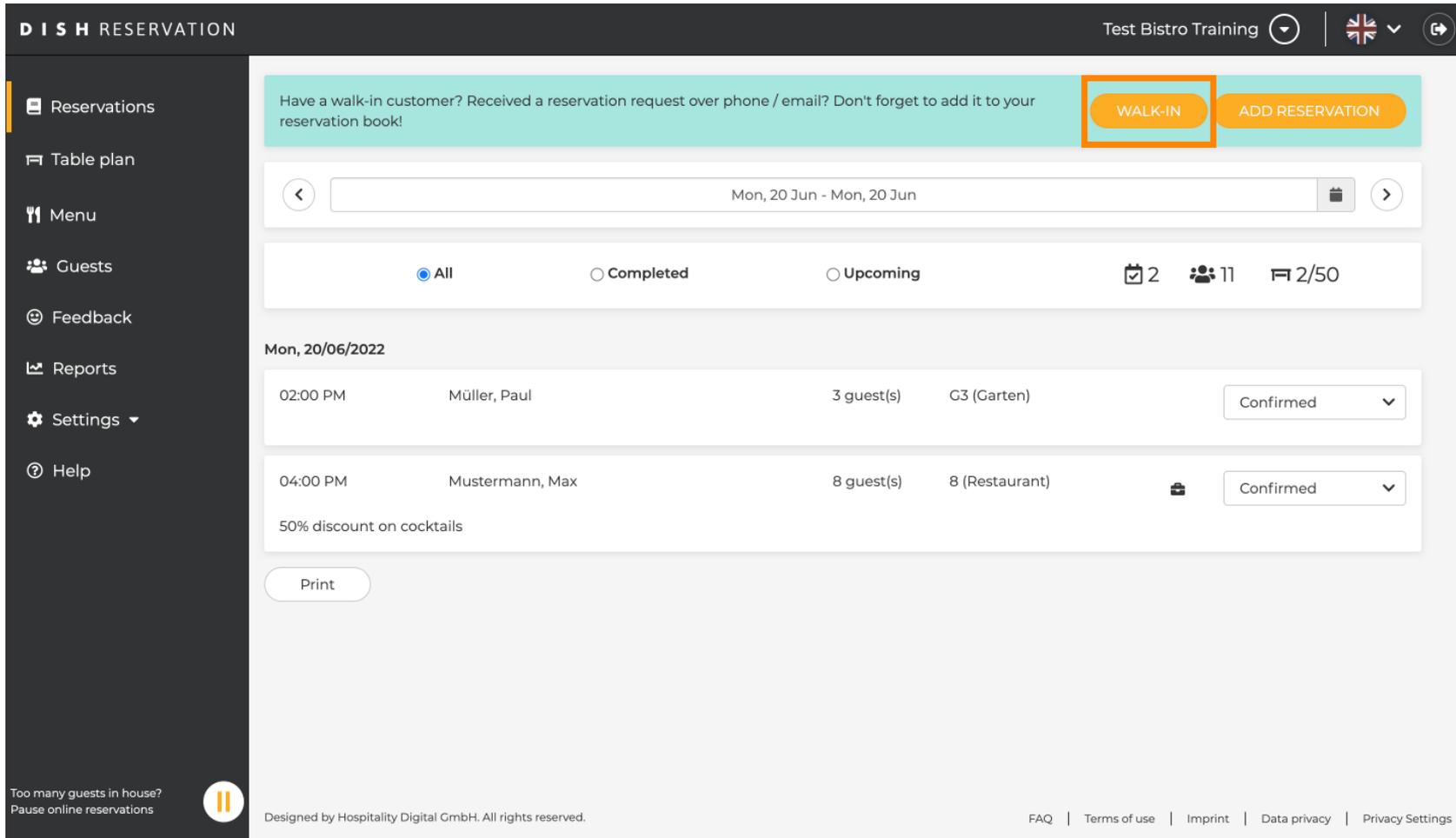
The screenshot shows the DISH Reservation management interface. The top navigation bar includes the title "DISH RESERVATION", the user "Test Bistro Training", and a flag icon. A sidebar on the left contains menu items: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Help. The 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 for "Mon, 20 Jun - Mon, 20 Jun". A filter bar shows "All" selected, with "Completed" and "Upcoming" options. Summary statistics include a calendar icon with "2", a group icon with "11", and a table icon with "2/50". The reservation list for "Mon, 20/06/2022" contains two entries:

Time	Guest Name	Guest Count	Location	Status
02:00 PM	Müller, Paul	3 guest(s)	G3 (Garten)	Confirmed
04:00 PM	Mustermann, Max	8 guest(s)	8 (Restaurant)	Confirmed

The second reservation entry includes a note: "50% discount on cocktails". A "Print" button is located below the list. At the bottom left, there is a notification: "Too many guests in house? Pause online reservations" with a pause icon. The footer contains the text "Designed by Hospitality Digital GmbH. All rights reserved." and a list of links: "FAQ | Terms of use | Imprint | Data privacy | Privacy Settings".



A primeira forma é clicar no botão **WALK-IN** para adicionar hóspedes à sua reserva.



The screenshot shows the DISH Reservation management interface. On the left is a dark sidebar with navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Help. 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, "Test Bistro Training" with a dropdown arrow in the center, and a flag icon with a dropdown arrow on the right. Below the header is a light blue 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!". To the right of this banner are two buttons: "WALK-IN" (highlighted with an orange border) and "ADD RESERVATION".

Below the banner is a date range selector showing "Mon, 20 Jun - Mon, 20 Jun". Underneath are filter buttons: "All" (selected), "Completed", and "Upcoming". To the right of these are icons for a calendar (2), a group of people (11), and a table (2/50).

The main content area displays a list of reservations for "Mon, 20/06/2022". The first reservation is at 02:00 PM for Müller, Paul, with 3 guests at G3 (Garten), status "Confirmed". The second reservation is at 04:00 PM for Mustermann, Max, with 8 guests at 8 (Restaurant), status "Confirmed", and a note "50% discount on cocktails". A "Print" button is located below the list.

At the bottom of the interface, there is a footer with "Designed by Hospitality Digital GmbH. All rights reserved." on the left, and a row of links: "FAQ | Terms of use | Imprint | Data privacy | Privacy Settings" on the right.



Uma janela aparecerá. Aqui você pode inserir as **informações de caminhada**, bem como **solicitações e notas** de seu convidado. Nota: A data e hora são pré-definidas. Além disso, a fonte também é predefinida.

DISH RESERVATION
Test Bistro Training ▼ 🇬🇧 ▼ ↻

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

**Walkin information**

**#' Guests \***

**Date**

**Time**

**Duration**

**Table(s)**

**Source**

**Requests & notes**

**Internal note**

**Allergies**

Gluten  Sesame  Nuts  Crustacean  Eggs  Fish

Mustard  Lactose  Celery  Peanuts  Shellfish  Soy

Lupins  Sulphite

**Diet**

Gluten-free  Halal  Kosher  Lactose-free  Vegan

Vegetarian

SAVE

- 📅 Reservations
- 📄 Table plan
- 🍴 Menu
- 👤 Guests
- 😊 Feedback
- 📊 Reports
- ⚙️ Settings ▼
- ❓ Help

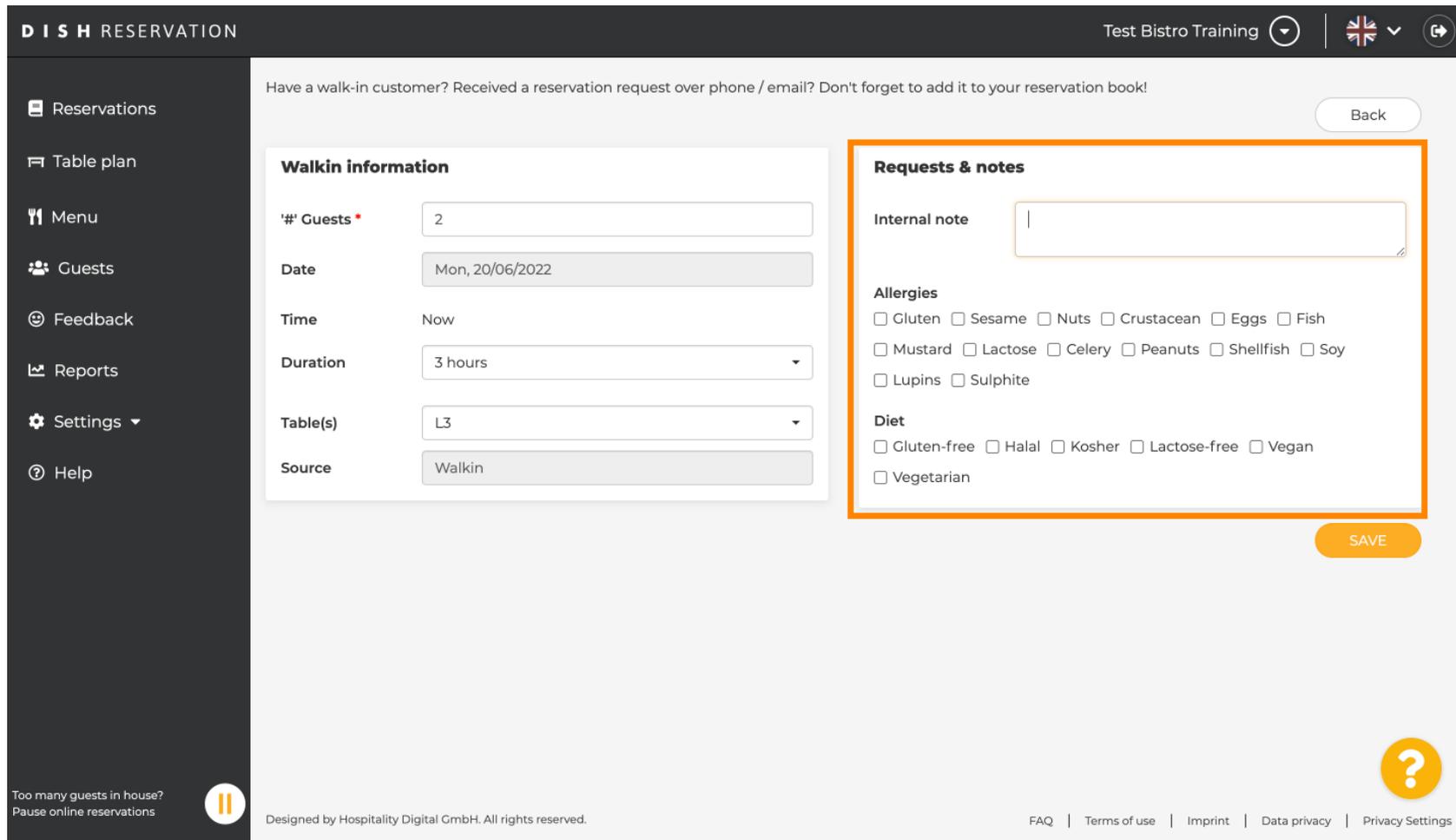
Too many guests in house? || Pause online reservations

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FAQ | Terms of use | Imprint | Data privacy | Privacy Settings



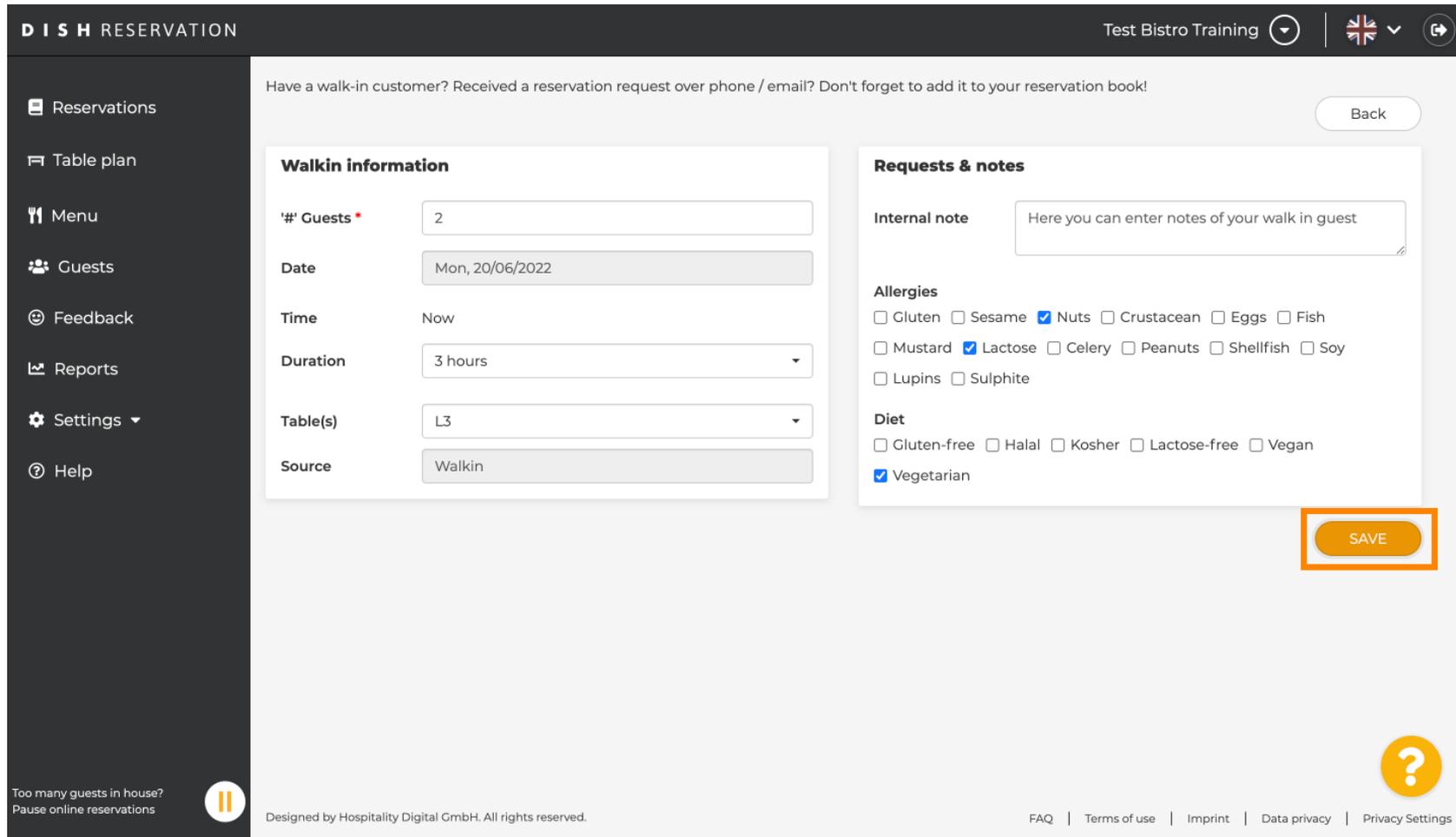
Em **Solicitações e notas**, você pode inserir e selecionar informações como **alergias** e **dietas** do seu hóspede.



The screenshot shows the DISH Reservation interface. On the left is a dark sidebar with navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Help. The main content area has a top header with 'DISH RESERVATION' and 'Test Bistro Training'. Below this is a message: 'Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!' with a 'Back' button. The main form is divided into two sections: 'Walkin information' and 'Requests & notes'. The 'Walkin information' section includes fields for '# Guests' (2), 'Date' (Mon, 20/06/2022), 'Time' (Now), 'Duration' (3 hours), 'Table(s)' (L3), and 'Source' (Walkin). The 'Requests & notes' section, highlighted with an orange border, contains an 'Internal note' text area, an 'Allergies' section with checkboxes for Gluten, Sesame, Nuts, Crustacean, Eggs, Fish, Mustard, Lactose, Celery, Peanuts, Shellfish, Soy, Lupins, and Sulphite, and a 'Diet' section with checkboxes for Gluten-free, Halal, Kosher, Lactose-free, Vegan, and Vegetarian. A 'SAVE' button is located at the bottom right of the 'Requests & notes' section. At the bottom of the page, there is a footer with a 'Too many guests in house? Pause online reservations' message, a help icon, and a copyright notice: '© 2022 Hospitality Digital GmbH. All rights reserved.' along with links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.



Clique no botão **SALVAR** para adicionar as informações ao seu livro de reservas.



The screenshot displays the DISH Reservation system interface. On the left is a dark sidebar with navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Help. The main content area has a dark header with 'DISH RESERVATION' and 'Test Bistro Training'. Below the header is a message: 'Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book!' with a 'Back' button. The form is divided into two columns. The left column, titled 'Walkin information', contains fields for: '# Guests' (2), 'Date' (Mon, 20/06/2022), 'Time' (Now), 'Duration' (3 hours), 'Table(s)' (L3), and 'Source' (Walkin). The right column, titled 'Requests & notes', contains an 'Internal note' field with the text 'Here you can enter notes of your walk in guest', an 'Allergies' section with checkboxes for Gluten, Sesame, Nuts (checked), Crustacean, Eggs, Fish, Mustard, Lactose (checked), Celery, Peanuts, Shellfish, Soy, Lupins, and Sulphite, and a 'Diet' section with checkboxes for Gluten-free, Halal, Kosher, Lactose-free, Vegan, and Vegetarian (checked). A 'SAVE' button is highlighted with an orange border at the bottom right of the form. At the bottom of the page, there is a footer with 'Designed by Hospitality Digital GmbH. All rights reserved.', a help icon, and links for FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.

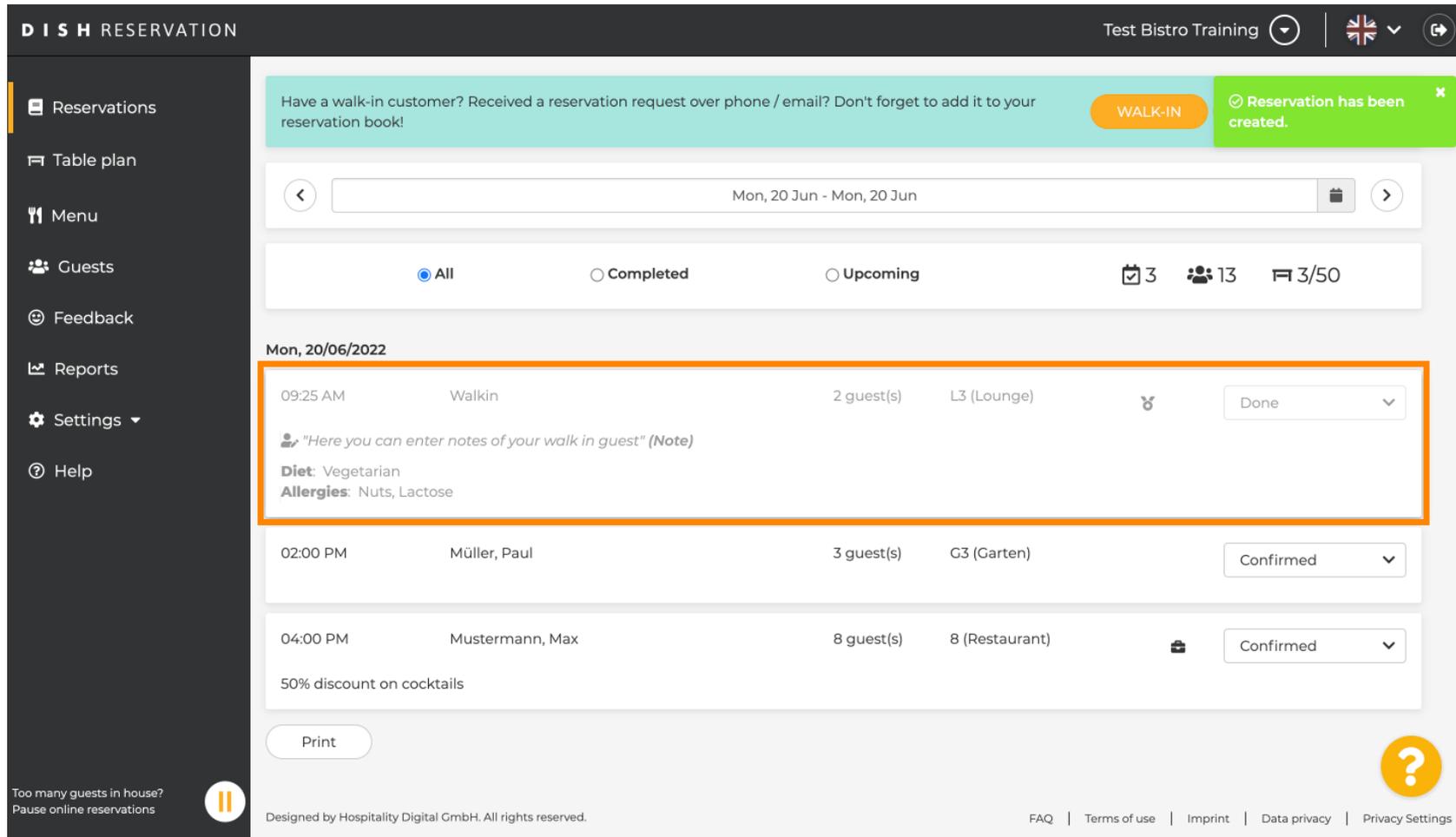
Você receberá uma notificação de que sua reserva foi criada.

The screenshot displays the DISH Reservation management interface. On the left is a dark sidebar with navigation options: Reservations, Table plan, Menu, Guests, Feedback, Reports, Settings, and Help. The main content area shows a reservation management screen for 'Mon, 20 Jun - Mon, 20 Jun'. At the top right, there's a user profile 'Test Bistro Training' and a language selector. A green notification box in the top right corner states 'Reservation has been created.' Below this is a 'WALK-IN' button. The reservation list shows three entries for 'Mon, 20/06/2022':

Time	Guest Name	Guests	Location	Status
09:25 AM	Walkin	2 guest(s)	L3 (Lounge)	Done
02:00 PM	Müller, Paul	3 guest(s)	G3 (Garten)	Confirmed
04:00 PM	Mustermann, Max	8 guest(s)	8 (Restaurant)	Confirmed

Additional details for the 04:00 PM reservation include '50% discount on cocktails'. A 'Print' button is located at the bottom left of the reservation list. The footer contains copyright information for Hospitality Digital GmbH and various legal links like FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.

 Sua caminhada nos convidados será listada em suas reservas.



**DISH RESERVATION** Test Bistro Training

Have a walk-in customer? Received a reservation request over phone / email? Don't forget to add it to your reservation book! **WALK-IN** Reservation has been created.

Mon, 20 Jun - Mon, 20 Jun

All  Completed  Upcoming 3 13 3/50

**Mon, 20/06/2022**

09:25 AM	Walkin	2 guest(s)	L3 (Lounge)		Done
<i>"Here you can enter notes of your walk in guest" (Note)</i>					
<b>Diet:</b> Vegetarian					
<b>Allergies:</b> Nuts, Lactose					
02:00 PM	Müller, Paul	3 guest(s)	G3 (Garten)		Confirmed
04:00 PM	Mustermann, Max	8 guest(s)	8 (Restaurant)		Confirmed
50% discount on cocktails					

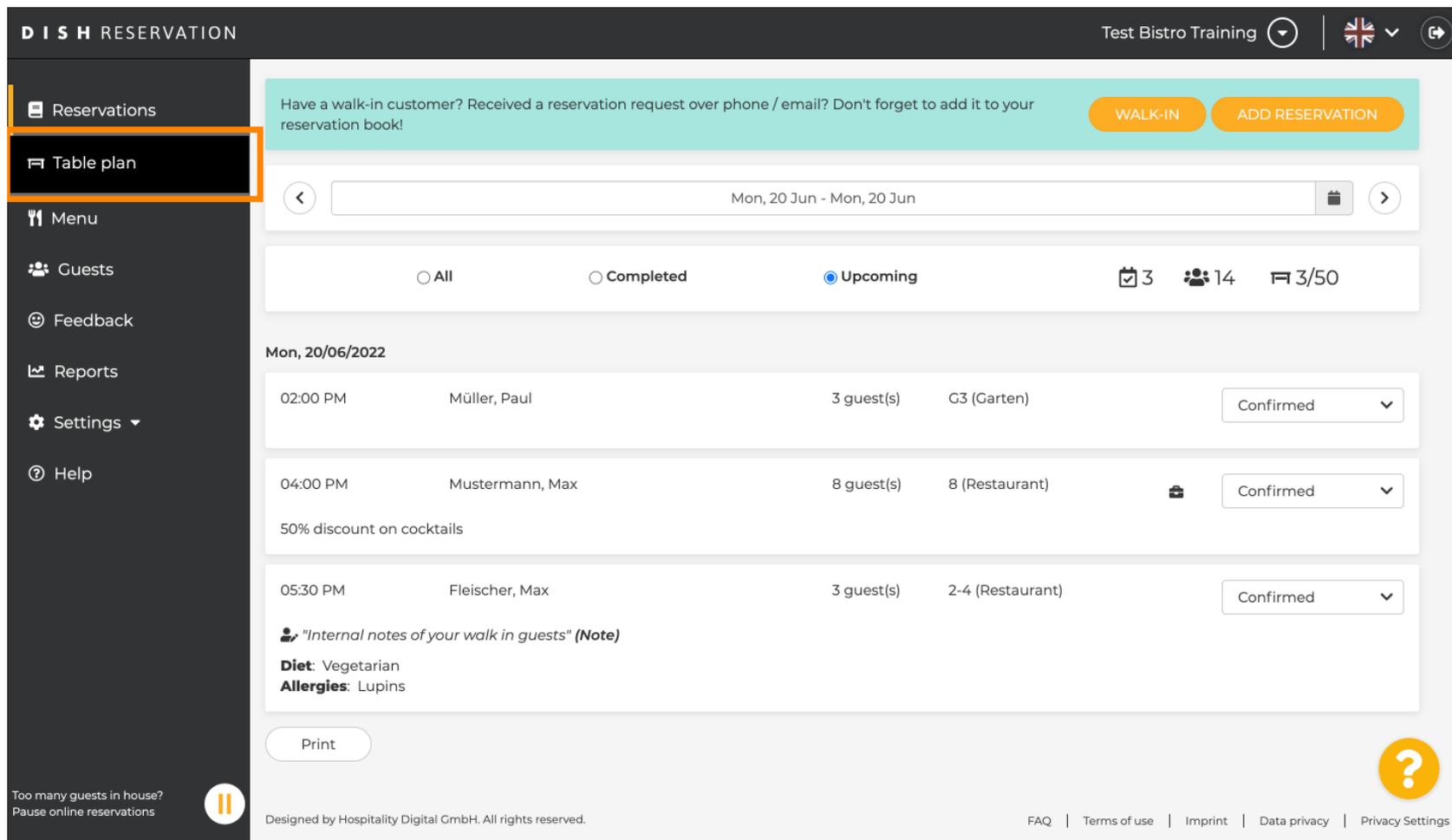
Print

Too many guests in house? Pause online reservations 

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Agora vamos mostrar-lhe uma segunda maneira de adicionar convidados de passagem às suas reservas. Clique em **Plano de mesa** para continuar.



**DISH RESERVATION** Test Bistro Training

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](#)

Mon, 20 Jun - Mon, 20 Jun

All  Completed  Upcoming 📅 3 👤 14 🍴 3/50

**Mon, 20/06/2022**

02:00 PM	Müller, Paul	3 guest(s)	G3 (Garten)	Confirmed
04:00 PM	Mustermann, Max	8 guest(s)	8 (Restaurant)	Confirmed
50% discount on cocktails				
05:30 PM	Fleischer, Max	3 guest(s)	2-4 (Restaurant)	Confirmed

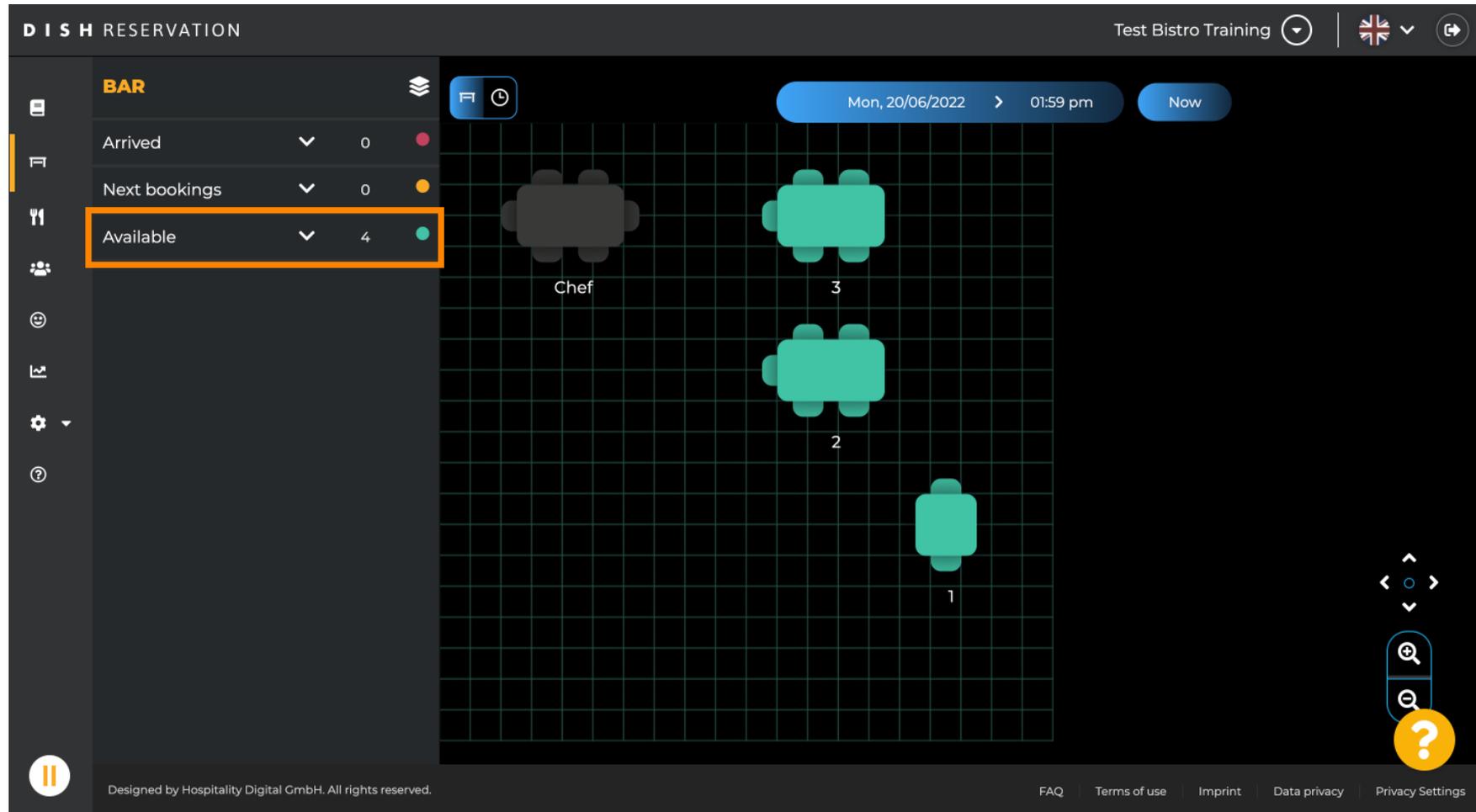
**"Internal notes of your walk in guests" (Note)**  
**Diet:** Vegetarian  
**Allergies:** Lupins

Print

Too many guests in house? Pause online reservations

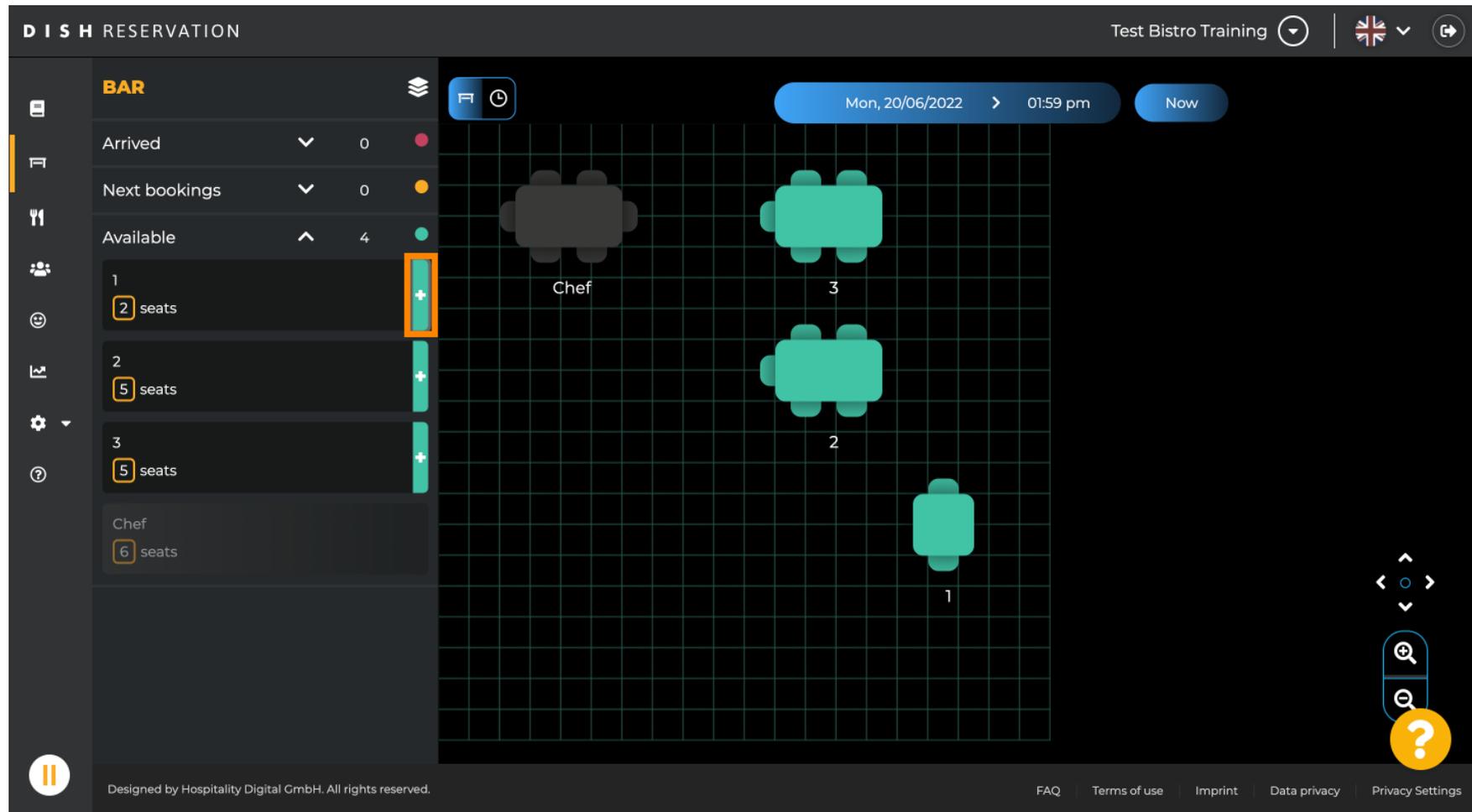
Designed by Hospitality Digital GmbH. All rights reserved. [FAQ](#) | [Terms of use](#) | [Imprint](#) | [Data privacy](#) | [Privacy Settings](#)

Agora clique em **Disponível** para adicionar uma reserva.



The screenshot displays the DISH Reservation interface. The top bar shows "DISH RESERVATION" on the left, "Test Bistro Training" with a dropdown arrow in the center, and a UK flag with a dropdown arrow and a refresh icon on the right. Below the top bar, there is a date and time selector showing "Mon, 20/06/2022" and "01:59 pm", and a "Now" button. The main area is a reservation grid with a dark background and a light grid. A "Chef" icon is visible on the left side of the grid. Three reservation icons are shown: a grey one labeled "3", a teal one labeled "2", and a teal one labeled "1". On the left side, there is a sidebar menu with the following items: "Arrived" (0), "Next bookings" (0), and "Available" (4). The "Available" item is highlighted with an orange border. At the bottom of the sidebar, there is a "Pause" icon. The bottom of the interface features a footer with "Designed by Hospitality Digital GmbH. All rights reserved." on the left, and "FAQ", "Terms of use", "Imprint", "Data privacy", and "Privacy Settings" on the right. A yellow question mark icon is located in the bottom right corner of the grid area.

- Todas as tabelas disponíveis serão mostradas aqui. Agora selecione os assentos preferidos clicando no **ícone de mais**.



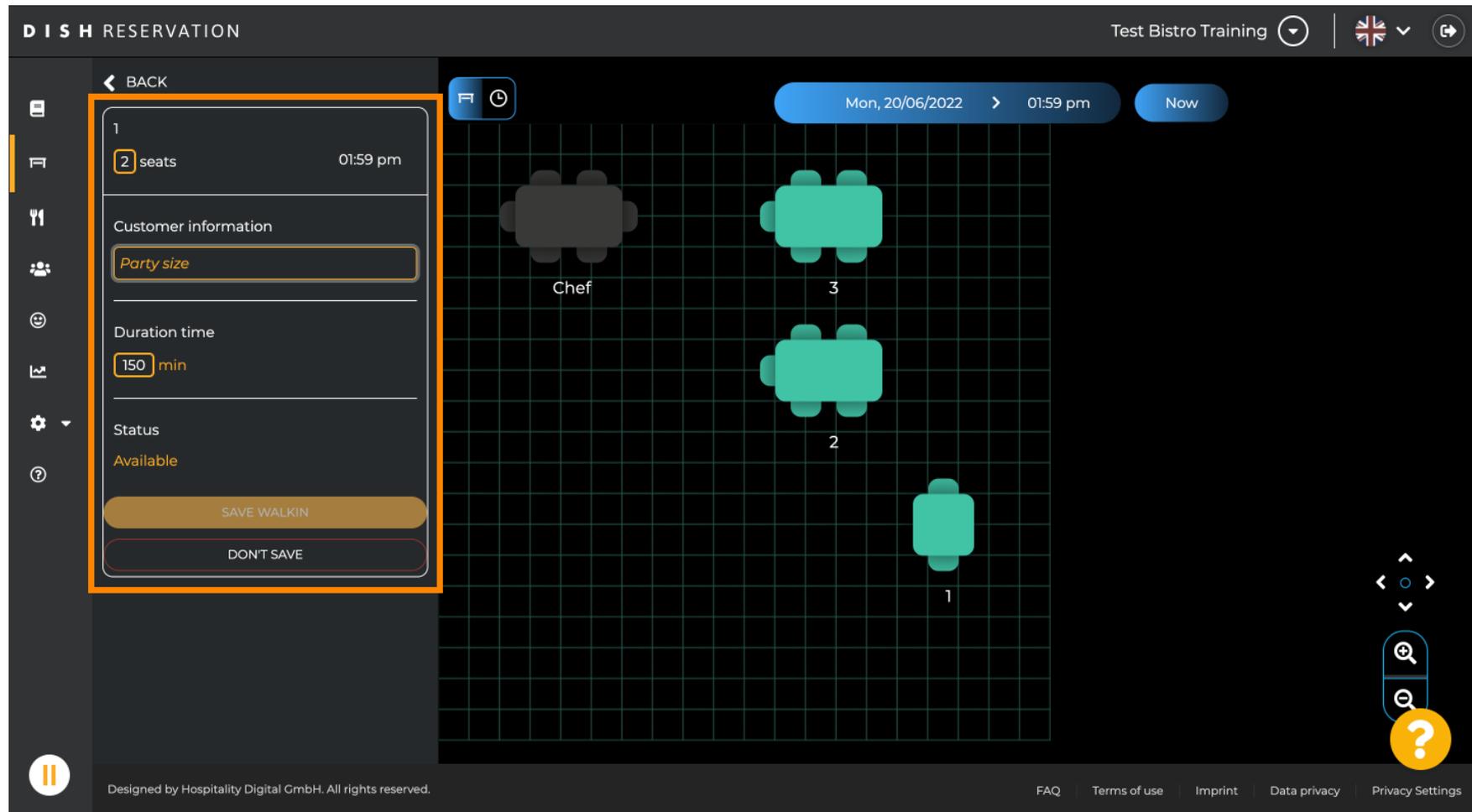
The screenshot displays the DISH Reservation interface. On the left, a sidebar lists available tables under the heading "BAR". The list includes:

- Arrived: 0
- Next bookings: 0
- Available: 4
- 1: 2 seats (plus icon highlighted with an orange box)
- 2: 5 seats (plus icon)
- 3: 5 seats (plus icon)
- Chef: 6 seats (plus icon)

The main area shows a grid-based table layout with several tables represented by icons and numbers: a grey "Chef" table, a teal "3" table, a teal "2" table, and a teal "1" table. The top right corner shows the date "Mon, 20/06/2022" and time "01:59 pm". The bottom right corner features navigation icons and a help icon.



Aparecerá uma janela na qual você deverá inserir as informações necessárias, bem como o tamanho do grupo e o tempo de duração .

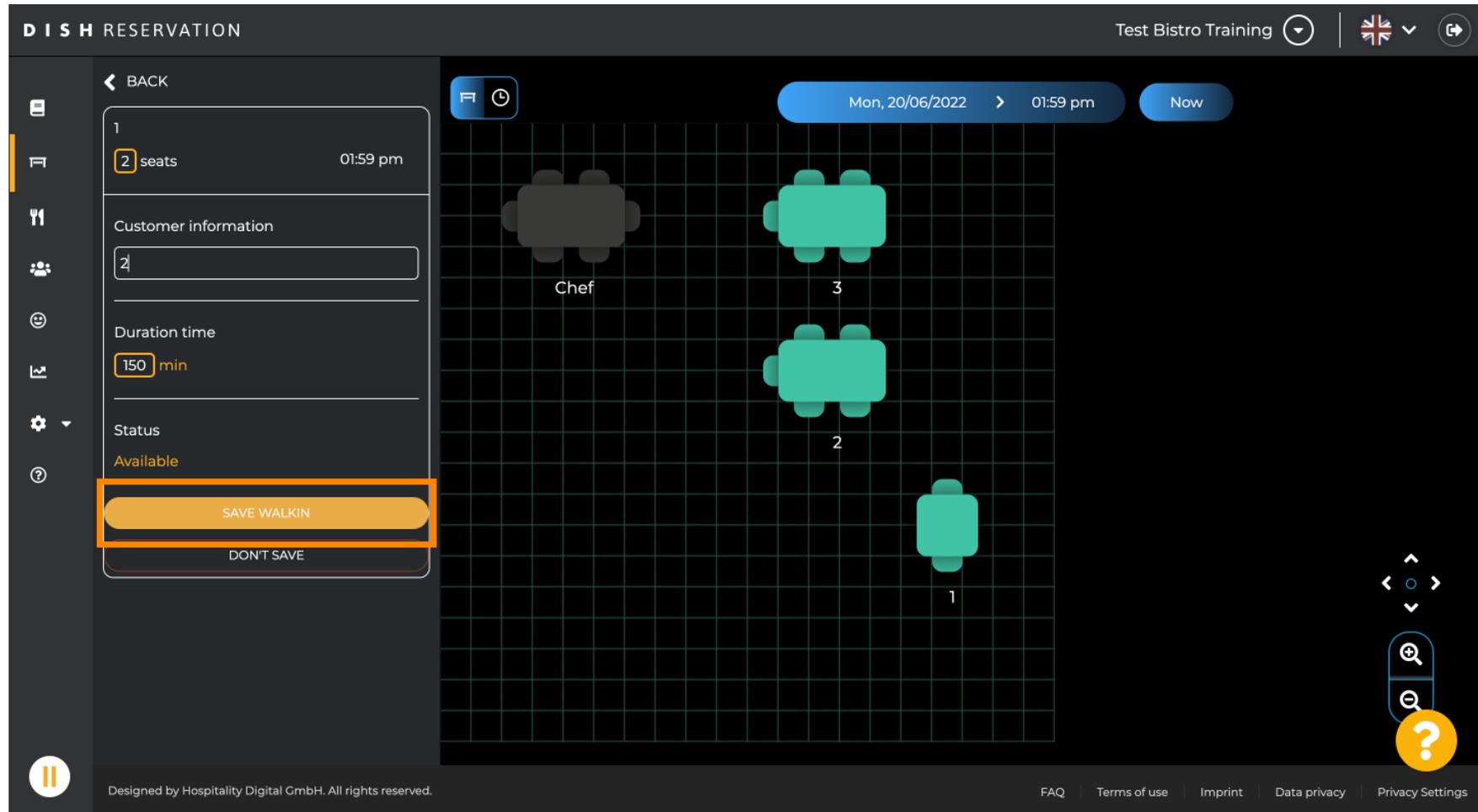


The screenshot displays the DISH Reservation app interface. On the left, a sidebar menu is visible. The main screen shows a reservation form on the left and a floor plan on the right. The reservation form is highlighted with an orange border and contains the following fields:

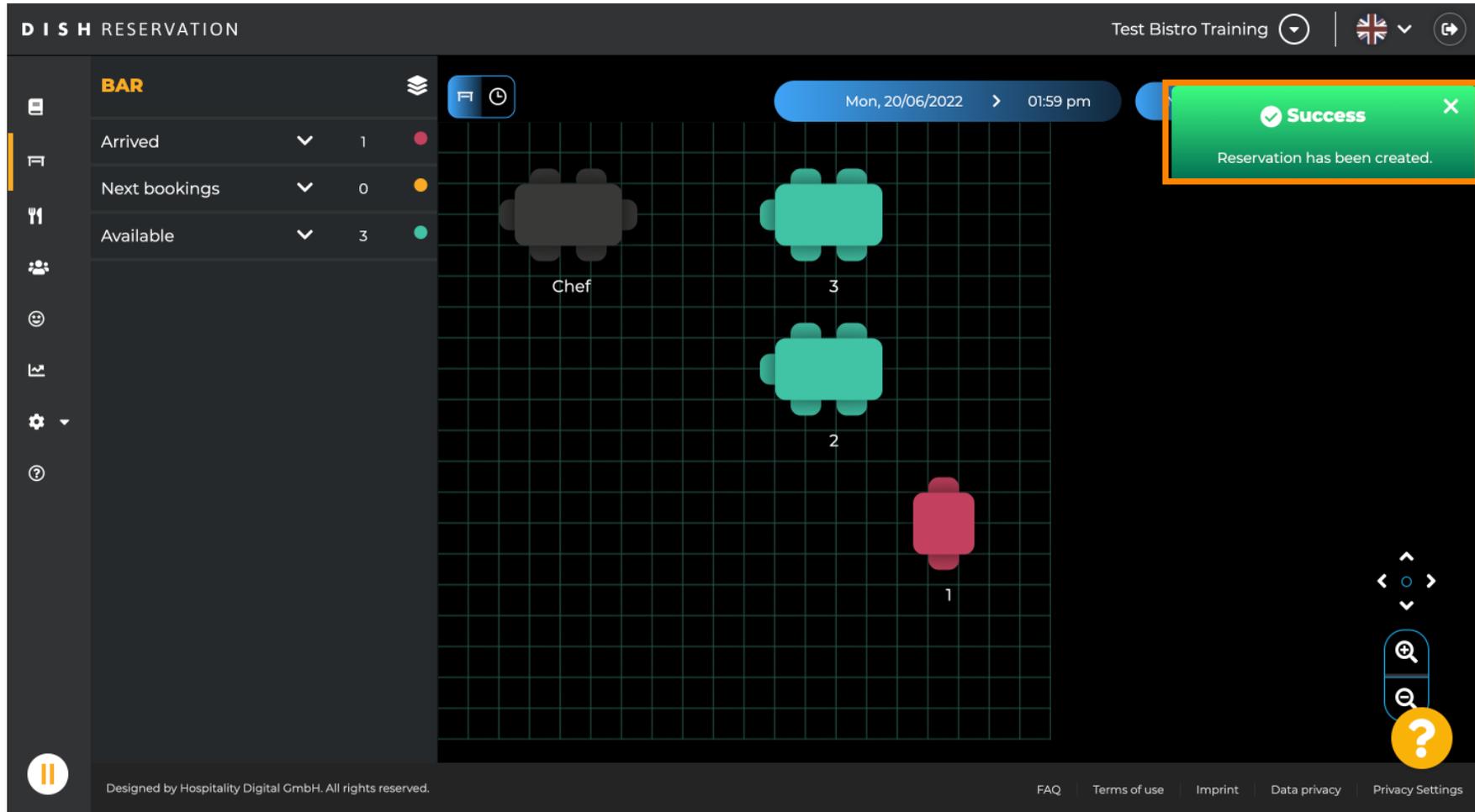
- 1** (Reservation ID)
- 2 seats** (Party size)
- 01:59 pm** (Time)
- Customer information** section with a **Party size** input field.
- Duration time** section with a **150 min** input field.
- Status** section with **Available** text.
- SAVE WALKIN** and **DON'T SAVE** buttons.

The floor plan on the right shows a grid with several tables represented by icons. A table labeled **Chef** is highlighted in grey. Other tables are labeled **3**, **2**, and **1**. The top of the screen shows the date **Mon, 20/06/2022** and time **01:59 pm**. The bottom of the screen features 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**.

Para finalizar a reserva walk-in clique em **SAFE WALKIN**.



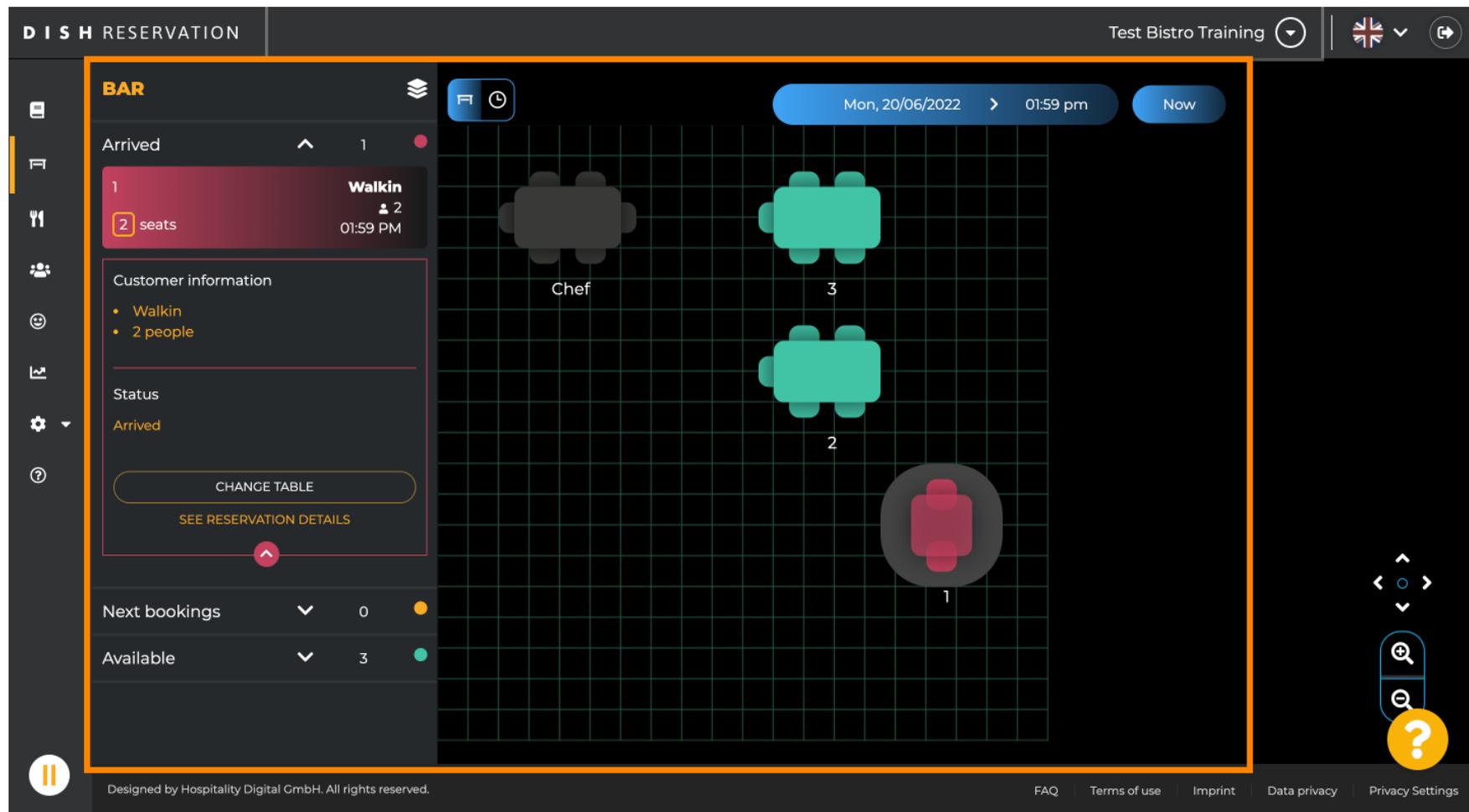
 Você receberá uma notificação de que sua reserva foi criada com sucesso.



The screenshot displays the DISH Reservation interface. At the top, it shows "DISH RESERVATION" and "Test Bistro Training". The main area features a grid representing the reservation table. On the left, there is a sidebar with a "BAR" section and a list of reservation statuses: "Arrived" (1), "Next bookings" (0), and "Available" (3). The grid shows a "Chef" icon, three teal tables labeled "3", "2", and "1", and a pink table labeled "1". A green notification box in the top right corner states "Success" and "Reservation has been created." The bottom of the interface 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".



A reserva de caminhada será listada no livro de reservas da área selecionada do restaurante. Bem como no plano de mesa.



The screenshot displays the DISH Reservation interface for 'Test Bistro Training'. The main view shows a reservation for 'Walkin' with 2 seats, arrived at 01:59 PM. The reservation is highlighted in a dark red color. The interface includes a sidebar with navigation icons, a top bar with the restaurant name and date/time, and a central table plan view showing the layout of the restaurant with tables and chairs. The reservation is shown as a red icon on the table plan. The bottom of the interface contains a footer with copyright information and links to FAQ, Terms of use, Imprint, Data privacy, and Privacy Settings.



Scan to go to the interactive player