

TABLE SERVICE

THIS IS WHERE YOU CAN CONFIGURE YOUR SETTINGS FOR ORDERS THAT WILL BE TAKEN TO A TABLE IN YOUR VENUE

HOPT Admin Panel

Your Venue → [Venue Name]

Main Menu → [Table Service]

Dunk's Tiki Bar Table Service Time

Table Service Settings

Please add settings on this page if you want to offer Table Service to your customers. This is where you allow customers to order using the Hopt App whilst seated in your venue.

Allow ASAP orders
This is where customers place an order time of ASAP. This does not allow customers to order for specific times. In this scenario food/drink will be prepared and delivered to/collected by the customer as soon as it is available.

Allow advance orders: This allows a mixture of letting customers order for a specific time today and also days in advance.

Time slot duration
15 minutes
Controls the intervals at which customers can order. If this is set to 15 minutes customers will be able to order at 1000, 1015, 1030, 1045, etc.

Minimum delay time
30 minutes
If you need to add a delay to orders to give you time to prepare them. a 30 minute delay means a customer can only select a time at least 30 minutes away.

Max days
Today only
The number of days in advance that a customer can order.

Table Service Time

If you would like to offer **Table Service**, please click on the timetable below to enter the times the service is available.

Please tick the box next to each day if the service is available that day.

Day	Midnight	04:00	08:00	12:00	16:00	20:00
Mon <input checked="" type="checkbox"/>	0:00 to 23:59					
Tue <input checked="" type="checkbox"/>			7:00 to 22:00			
Wed <input checked="" type="checkbox"/>				10:00 to 14:00		
Thu <input checked="" type="checkbox"/>				10:00 to 14:00		



TABLE SERVICE

Changing your Table Service Settings

'[Allow ASAP Orders](#)' lets your customers order on demand. This is a good setting if you have a kitchen preparing orders as they come in from your usual menu and are ready to take them to the table as soon as they are prepared.

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Allow ASAP orders
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Allow advance orders: This allows a mixture of letting customers order for a specific time today and also days in advance.

Time slot duration
15 minutes
Controls the intervals at which customers can order. If this is set to 15 minutes customers will be able to order at 1000, 1015, 1030, 1045, etc.

Minimum delay time
30 minutes
If you need to add a delay to orders to give you time to prepare them. a 30 minute delay means a customer can only select a time at least 30 minutes away.

Max days
6 days ahead
The number of days in advance that a customer can order.

'[Allow advance orders](#)' gives you more control over the service process. This is helpful if you need time to prepare orders, to give customers a timed slot be sat at the table to receive their food and if you want to allow customers to order on the day or beyond.

'[Time Slot Duration](#)' - how far apart would you like your collection slots to be?

'[Minimum Time Delay](#)' - how long do you need to prepare an order for this customer?

'[Max Days](#)' - how far ahead can your customer order?

Customer:
"I want to order something from the menu while sat at my table"

Customer chooses venue and food. They choose table service if that's not the only option available. They then select their table number

Your Order
Tell us how you want your order

Collection

Delivery

Table 1

Table 2

Table 4

Table 5

Table 6

Table 7

Table 8

Table 9

Confirm

OR

If enabled, the customer can choose the day and time for their table service. This does rely on the table being vacated by the previous occupants so use with caution.

Wed 11 Nov at 18:00

17:30

17:45

18:00

18:15

18:30

Cancel Confirm

Food is bought to the table from the kitchen once prepared

OR

Food is prepared on the date and time selected ready for service at the appropriate moment.

Save

DON'T FORGET TO PRESS SAVE TO SAVE YOUR CHANGES!



TABLE SERVICE

Changing your Table Service availability

Customers will only be able to order table service during these times. These may not be the same as your general opening times.

Table Service Time

If you would like to offer **Table Service**, please click on the timetable below to enter the times the service is available.

Please tick the box next to each day if the service is available that day.

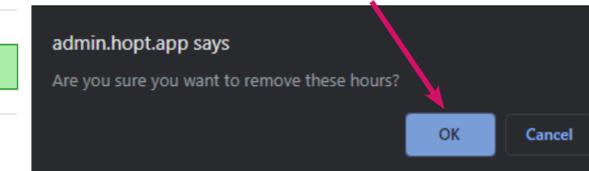
Save

Day	Midnight	04:00	08:00	12:00	16:00	20:00
Mon <input checked="" type="checkbox"/>	0:00 to 23:59					
Tue <input checked="" type="checkbox"/>	7:00 to 22:00					
Wed <input checked="" type="checkbox"/>	10:00 to 14:00					
Thu <input checked="" type="checkbox"/>	10:00 to 14:00					
Fri <input checked="" type="checkbox"/>	10:00 to 17:00					
Sat <input checked="" type="checkbox"/>	10:00 to 14:00					
Sun <input checked="" type="checkbox"/>	10:00 to 13:00					

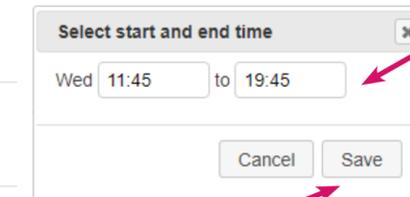
Save

Tick the box to show that you are open on these days. The venue will not offer table service as an option if the box is not ticked.

1) Click on the day you wish to change. A warning will appear - are you sure you want to change the times? If so, press 'OK'



2) The times for that day will now have disappeared. To add new times, click anywhere on that day. Type in the new hours using a 24hr clock format.



3) Press 'Save' and you will see that a new green bar has appeared on that day to show your new hours.

4) Need two sets of service hours a day? Just click further along the day to add some in later on (or vice versa if you need them earlier)



DON'T FORGET TO PRESS **SAVE** TO SAVE YOUR CHANGES!

