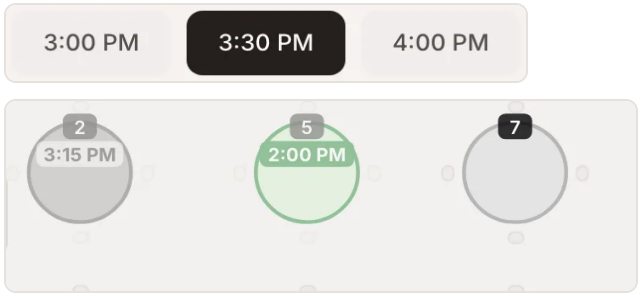
Quick reference

1 See which tables are free

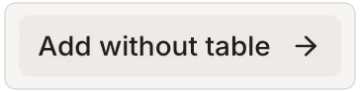
1. On the time bar, tap a time.
2. Free tables stay bright. Busy ones fade.



2 Add a reservation

[A] With a table: tap a later time, then a free table.

[B] No table yet? Tap a later time, then **Add without table**.

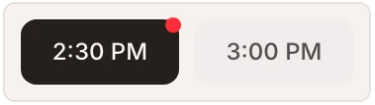


Auto-assign? Tap **Add without table**. A free table is picked for you.

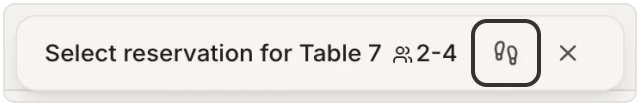
Then confirm or enter the party size and the guest, and tap **Create reservation**.

3 Add a walk-in

[A] Tap the current time (the red dot), then a free table.



[B] Or tap a free table, then in the bar that opens.



No table free? Tap **Add to waitlist**.

4 Seat, then finish

1. They arrive: tap on their card.
2. They leave: tap ✓.



5 Move to another table

[A] Tap the card in the list.



[B] Or tap its table.

In the bar, tap **Move**. Tap the new table, then **Update**.



Already seated? Open the reservation to change its table.

Change or cancel: tap the card twice to open the reservation.

What's that colour? See the dashboard key.

All the help: trudystable.com/help, or **Need help?** at the top of the dashboard.