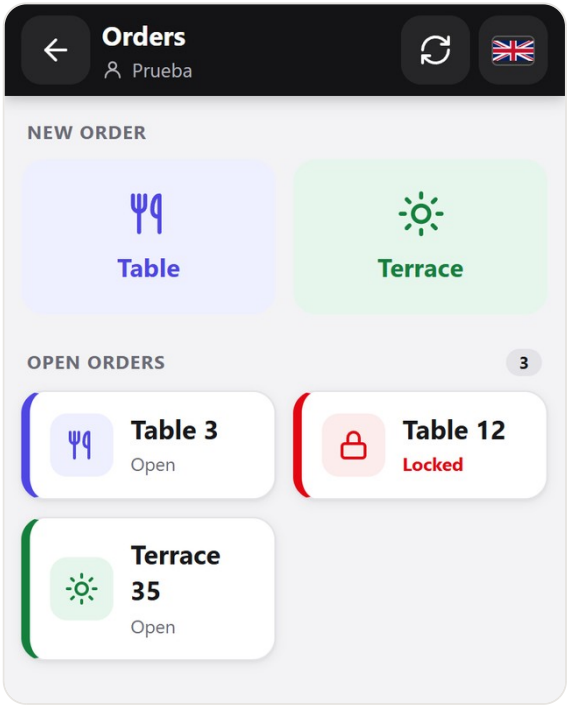
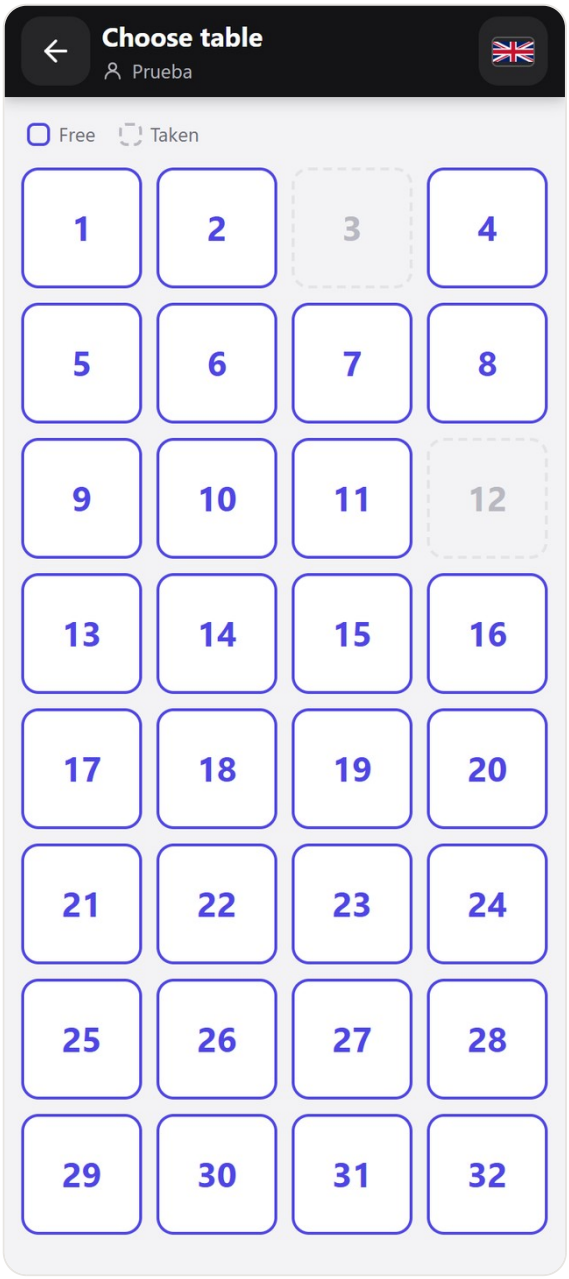
Tables, bar and terrace

After logging in you reach the **Orders** screen. This is the starting point: from here you open a new order or go into one that is already open.





New order

At the top there is one button for each type of order: **Table**, **Bar** and **Terrace**. Only the types set up for the restaurant in PizzaGest are shown; the restaurant in the example has no bar.

Tap one of them, for example **Table**, and all the table numbers appear:

Free: the table has no order. Tap it to open one.

Taken: the table already has an open order and is shown in gray. To go into it, use **Open orders**.

*Example: in the picture, tables 3 and 12 are taken. Tap **7** to open a new order.*

After you choose the table, the PDA asks for the number of guests.

Open orders

Below are all the orders currently open in the restaurant, with their count to the right of the heading. An order can be in one of two states:

Open: tap it to view or change the order.

Locked: another waiter is changing that order right now on another device. It is shown in red with a padlock. You can go in to look at it, but the PDA warns you that it is locked.

The list refreshes by itself every 30 seconds. To refresh it right away, tap the **circular arrows** button at the top right.

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