

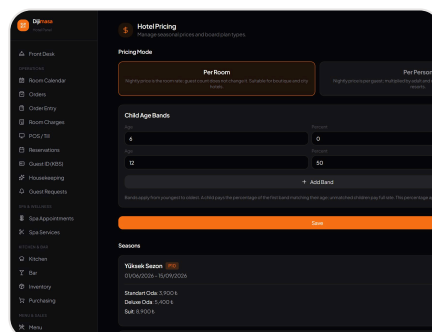
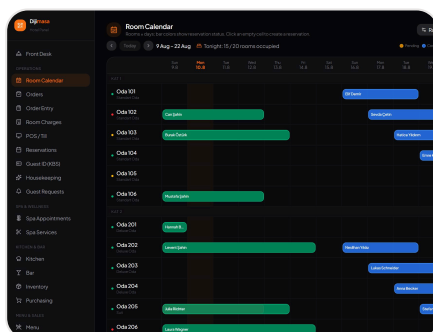
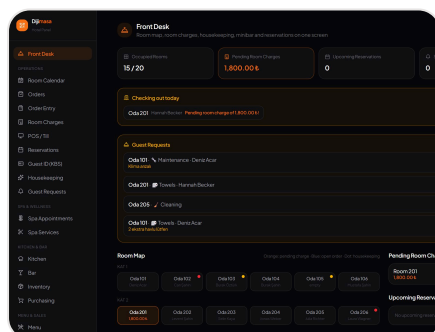
FOR HOTELS, BOUTIQUE HOTELS AND RESORTS

Dijimasa, screen by screen

From the room map at reception to the room calendar, from guest requests to the night report, from the restaurant bill to the profitability table: this guide walks through your property's whole day, screen by screen.

Our policy is one sentence: add value to your business.

- Front desk, housekeeping and restaurant in one panel
- A day that closes itself every night, report included
- Restaurant, bar and spa charges flowing to the room folio
- Identity reporting and city tax worked out for you



How to read this guide

Our policy is one sentence: add value to your business. Dijimasa gathers a hotel into a single panel: reservations, check-in, the room calendar and identity reporting at the front desk; cleaning tasks, guest requests and spa appointments behind the scenes; and the restaurant, the bar, the pool bar and the minibar all charging straight to the room folio. Around four in the morning the day closes by itself, and yesterday's occupancy and revenue are on your desk when you arrive.

A hotel account also gets the screens of the restaurant panel, so this guide is not limited to the front desk: food and beverage operations, the menu, inventory, finance, management and settings are all in here. The screenshots were taken from Mavi Koy Butik Otel, our live demo property.

If you would like to try it yourself

Sign in at dijimasa.com/giris with `otel-demo@dijimasa.com` / `demo1234` ; the hotel panel opens at `dijimasa.com/otel/panel` .

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SECTION 1

Front Desk and Rooms

The daily screens of reception: the room map, the two-week room calendar, reservations, room and area definitions, and the identity report filed with the authorities.

1 Front Desk

2 Room Calendar

3 Season & Pricing

4 Online Reservations

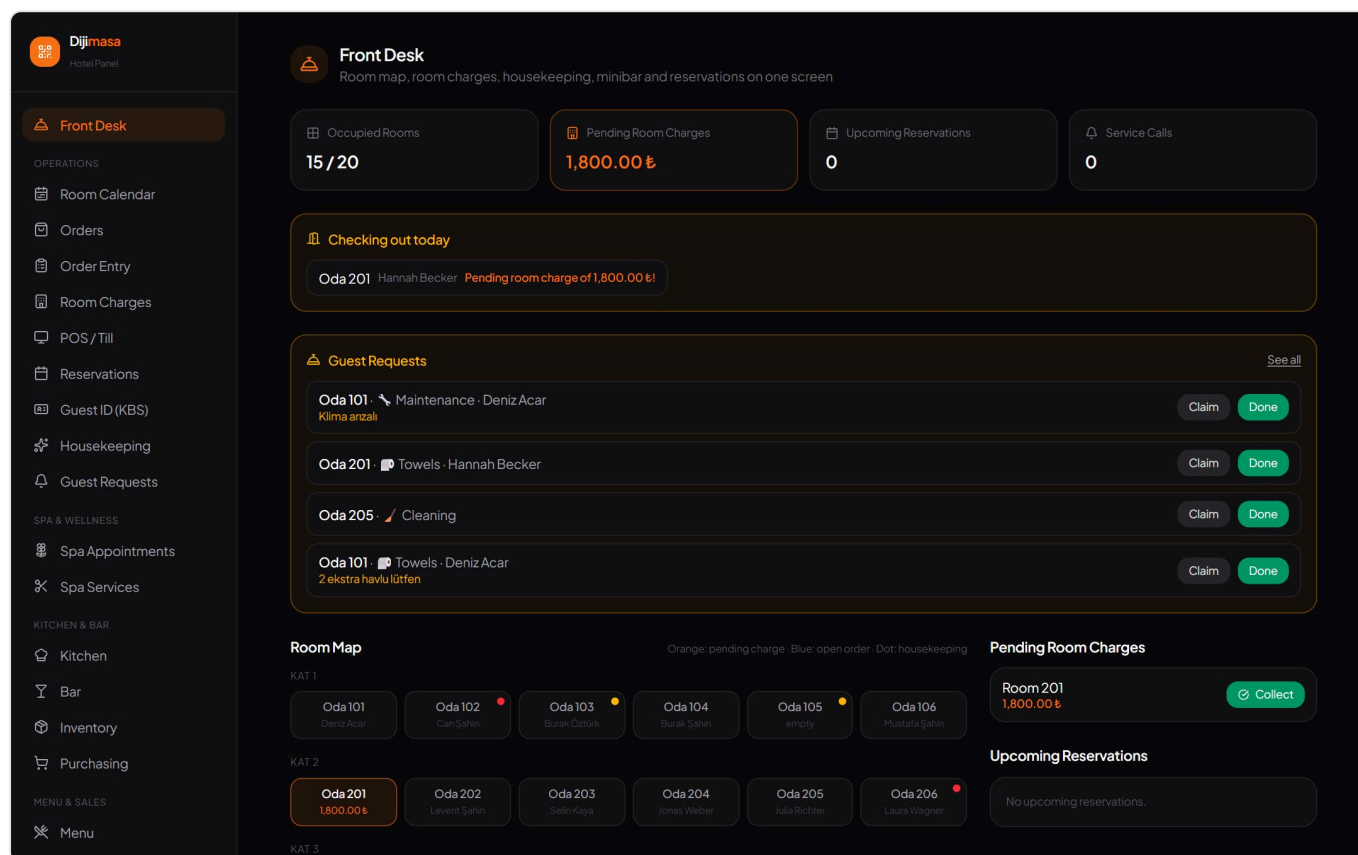
5 Rooms & Areas

6 Reservations

7 KBS ID Reporting

1 Front Desk

The main screen of the hotel panel. A room map organised by zone: each room card shows housekeeping status (ready / dirty / being cleaned as a coloured dot), guest name, pending room charge in orange, and open order in blue. Only rooms are shown (pool, lobby and restaurant tables are hidden so they don't clutter the front desk). Four summary cards sit at the top (occupied rooms, today's revenue, etc.), followed by a list of pending room charges (with a Collect button), today's check-outs strip, upcoming reservations and service calls guests have placed from the QR menu.



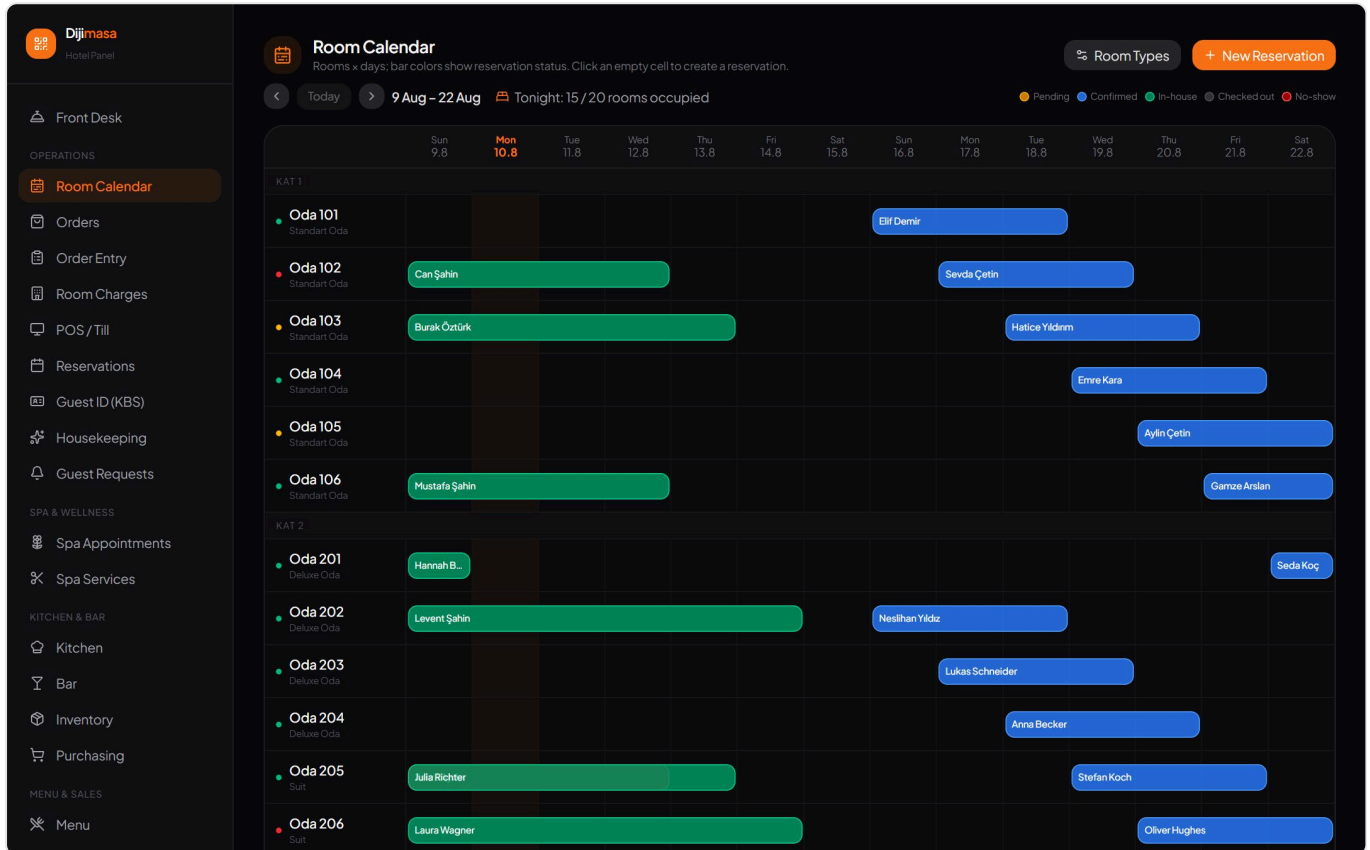
WHAT IS ON THE SCREEN

- **Room map** Rooms are listed as cards grouped by zone; the coloured dot in the corner instantly shows housekeeping status (green: ready, red: dirty, orange: being cleaned).
- **Guest and charge info** The room card shows the guest name, an orange amount if there's a pending room charge, and a blue amount if there's an open restaurant/bar order.
- **Summary cards** Four cards summarise the number of occupied rooms, today's revenue, the total pending charges and the number of guests checking out today.
- **Pending room charges** Open charges are listed and closed with a single tap via the Collect button, by cash or card.
- **Today's check-outs** Guests checking out today are listed with their room and name, so you can prepare the bill in advance and speed up departure.
- **Upcoming reservations** Confirmed reservations for the coming days appear with date, room type and guest name.
- **Service calls** When a guest taps a call from the QR menu (towels, housekeeping, technical, etc.) it instantly appears here; use the Claim button to take ownership.

Tip. Name your rooms like "Room 101" (Suit, Villa, Room, Zimmer are also recognised) or set the zone name to "Floor 1"; the system identifies the room this way. Names like Pool, Lobby or Terrace are not counted as rooms and won't appear on the front desk screen or the room calendar.

2 Room Calendar

A rooms × 14 days grid; each reservation is a coloured bar (pre-reservation yellow, confirmed blue, in-house green, checked-out grey, no-show red). Clicking an empty cell opens a new reservation form with the dates and the room type's nightly rate pre-filled. Clicking a bar opens its details: Confirm, Check-in, Check-out, Mark No-Show, Cancel, Delete. Overlapping dates cannot be entered for the same room (the system blocks it). Check-in places the guest in the room and drops their ID details into the police registry. At check-out, if the room has an unpaid bill a warning appears, but you can still proceed if you wish. Room types (Standard / Deluxe / Suite, etc.) and their nightly rates are defined via the "Room Types" button, and rooms are linked to a type. The top of the screen shows that night's occupancy.



WHAT IS ON THE SCREEN

- **14-day grid** Rows are rooms, columns are dates; each reservation sits as a coloured bar, and overlaps are blocked.
- **Reservation bar** Yellow: pre-reservation, Blue: confirmed, Green: in-house, Grey: checked-out, Red: no-show.
- **Empty cell** → **New reservation** Clicking an empty cell opens a form with the dates and the room type's nightly rate pre-filled; just add the guest name and phone and save.
- **Bar details** Clicking a bar reveals Confirm, Check-in, Check-out, No-Show, Cancel and Delete buttons; Check-in creates the police registry entry.
- **Check-out check** If there's an unpaid room charge a warning appears; the Check-out button still works if you choose to proceed anyway.
- **Room Types** Define types like Standard, Deluxe, Suite and their nightly rates; each room is linked to a type, and the rate pre-fills in the calendar.
- **Nightly occupancy** The top of the screen shows the number of occupied/vacant rooms for that night and the occupancy percentage in real time.

Tip. Enter your room types and nightly rates correctly once; when an empty cell is clicked in the calendar the rate comes in automatically, so there's no room for manual error.

3 Season & Pricing

This screen manages seasonal pricing and board-type supplements. Pricing mode is selected either per room (boutique/city hotel) or per person (all-inclusive resort). Child age bands are defined by age and discount percentage; bands are applied from youngest to oldest and affect both room and board pricing. Seasons are created with a date range and priority code (P10, P50); a nightly rate is entered for each room type within every season. The season is selected based on the night of stay; when seasons overlap, the one with the higher priority applies, and if equal, the narrower date range takes precedence. Board types (OB, BB, HB, FB, AI, UAI) are added with per-person nightly supplements. If no season is defined, the room type's base rate is used.

Hotel Pricing
Manage seasonal prices and board plan types.

Pricing Mode

Per Room
Nightly price is the room rate; guest count does not change it. Suitable for boutique and city hotels.

Per Person
Nightly price is per guest; multiplied by adult and child count. Suitable for all-inclusive resorts.

Child Age Bands

Age	Percent	
6	0	
12	50	

+ Add Band

Bands apply from youngest to oldest. A child pays the percentage of the first band matching their age; unmatched children pay full rate. This percentage applies to both room and board prices.

Save

Seasons

Season	Priority	Start	End	Standard	Deluxe	Suite	
Yüksek Sezon	P10	01/06/2026	15/09/2026	3,900 ₺	5,400 ₺	8,900 ₺	Edit Prices

WHAT IS ON THE SCREEN

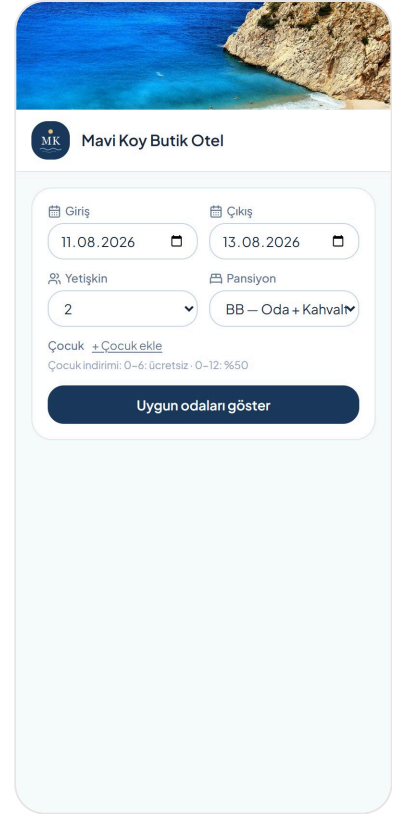
- **Pricing Mode** Choose per room (boutique/city) or per person (resort); the mode sets the basis for price calculation.
- **Child Age Bands** Bands are added with an age limit and discount percentage; a child pays the first matching band, or full price if none match, and the discount applies to both room and board.
- **Season Definition** A season is created with a start, end, priority code and active status; in case of overlap, the higher priority applies, and if equal, the narrower range takes precedence.
- **Seasonal Room Rates** A separate nightly rate is entered for each room type (Standard, Deluxe, Suite) within every season; the rate is selected based on the night of stay.
- **Board Types** Board types are defined with the codes OB, BB, HB, FB, AI, UAI; a per-person nightly supplement is added and one is marked as default.
- **Base Rate Usage** If no season is defined for the stay dates, the room type's base nightly rate is automatically applied.

4 Online Reservations

The reservation page the hotel gives to its guests. The address is placed on the hotel's own website, social media profile, or behind a QR code; the guest enters check-in and check-out dates, number of adults, board type, and the ages of any children. Available room types and total prices come from the same pricing engine the panel uses, so the price the guest sees matches what you see in the panel. The guest selects a room TYPE and the system assigns the room number; no specific room is promised so the hotel can reassign rooms internally. Payment is either taken in full online through the hotel's own virtual POS or paid on-site; there is no deposit. The page can be turned on and off from the panel, and the address does not work while it is off.

WHAT IS ON THE SCREEN

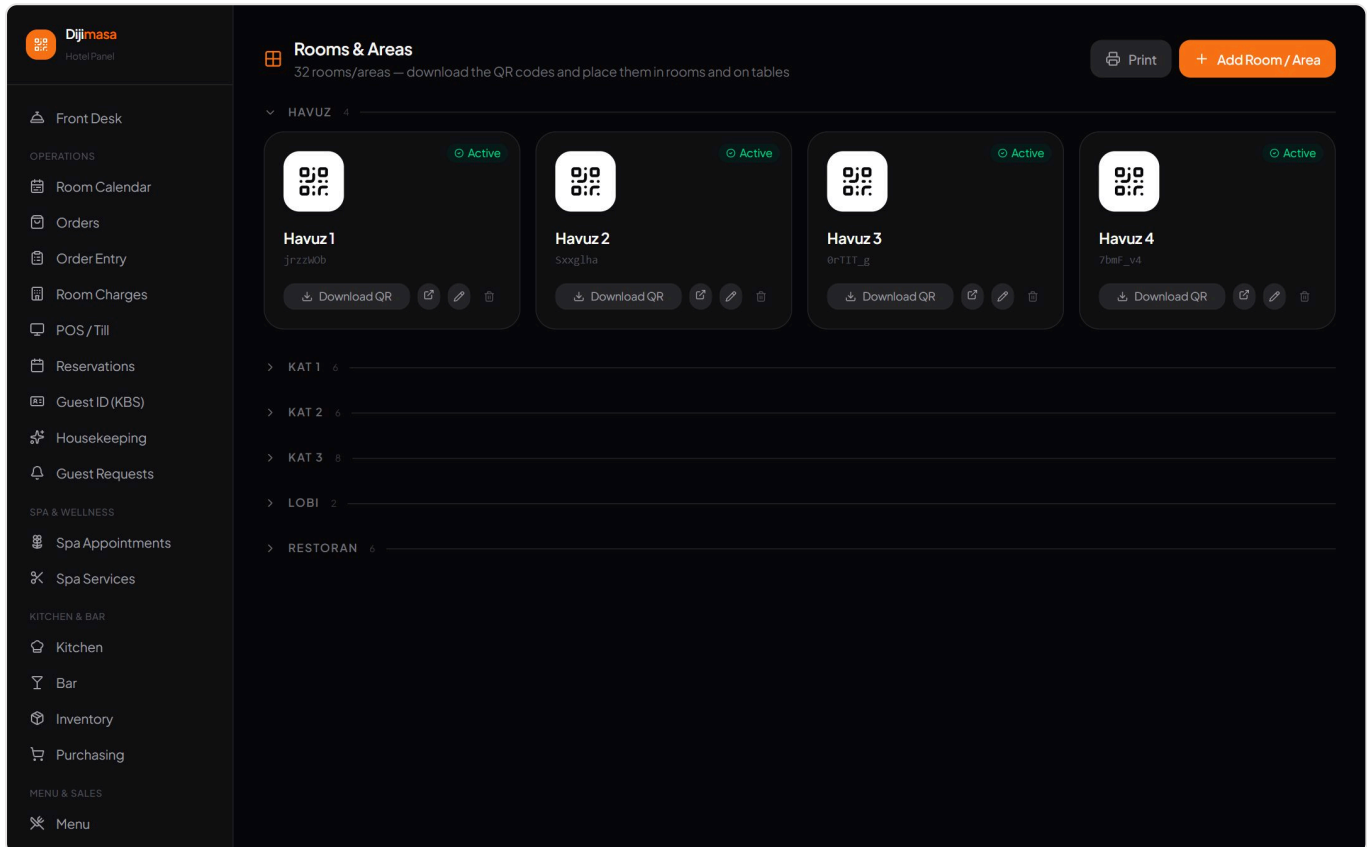
- **Check-in and check-out dates** Two date fields where the guest selects their stay start and end dates; availability and pricing are calculated based on this range.
- **Number of adults** Between 1 and 6 adults can be selected; room capacity and pricing adjust based on this number.
- **Board type** The guest picks one of the board types defined by the hotel; the meaning of each type is shown clearly on screen (e.g. RO means room only, BB means room + breakfast).
- **Add child** The Add Child button opens a child row and asks for AGE rather than a count; the discount comes from the age bands the hotel has defined and is also shown on the page.
- **Show available rooms** Lists the room types that match the selected dates, guests, and board type along with their total prices; the guest continues by choosing a room type.
- **Room assignment** The guest does not see a room number; the system assigns the room so the hotel can reassign internally without having committed to a specific room in advance.
- **Payment options** Payment is either made in full online through the hotel's own virtual POS or paid on-site; no deposit is taken and the money goes directly to the hotel.



The screenshot shows the online reservation interface for Mavi Koy Butik Otel. At the top, there is a header with the hotel's logo and name. Below this, the form is organized into several sections. The first section contains two date pickers for 'Giriş' (Check-in) and 'Çıkış' (Check-out), with dates 11.08.2026 and 13.08.2026 respectively. The second section has two dropdown menus for 'Yetişkin' (Adults) and 'Pansiyon' (Board type), with values 2 and 'BB — Oda + Kahvaltı' (Room + Breakfast) selected. Below these, there is a link to '+Çocuk ekle' (Add child) and a note about child discounts: 'Çocuk indirim: 0-6: Ücretsiz - 0-12: %50'. At the bottom of the form, there is a blue button labeled 'Uygun odaları göster' (Show suitable rooms).

5 Rooms & Areas

This screen keeps a single list of all hotel rooms and revenue-generating areas (pool, lobby, restaurant, terrace). A unique QR code is generated for each room and area; the QR is downloaded and placed in the room, on a pool lounge, or on a table. When a guest scans the QR, they place an order and the charge is automatically posted to the room bill. Areas are grouped into zones (Floor 1, Floor 2, Pool, Lobby, Restaurant); these zones are used both in order entry and in the menu. Rooms are linked to room types, and pricing comes from the type.

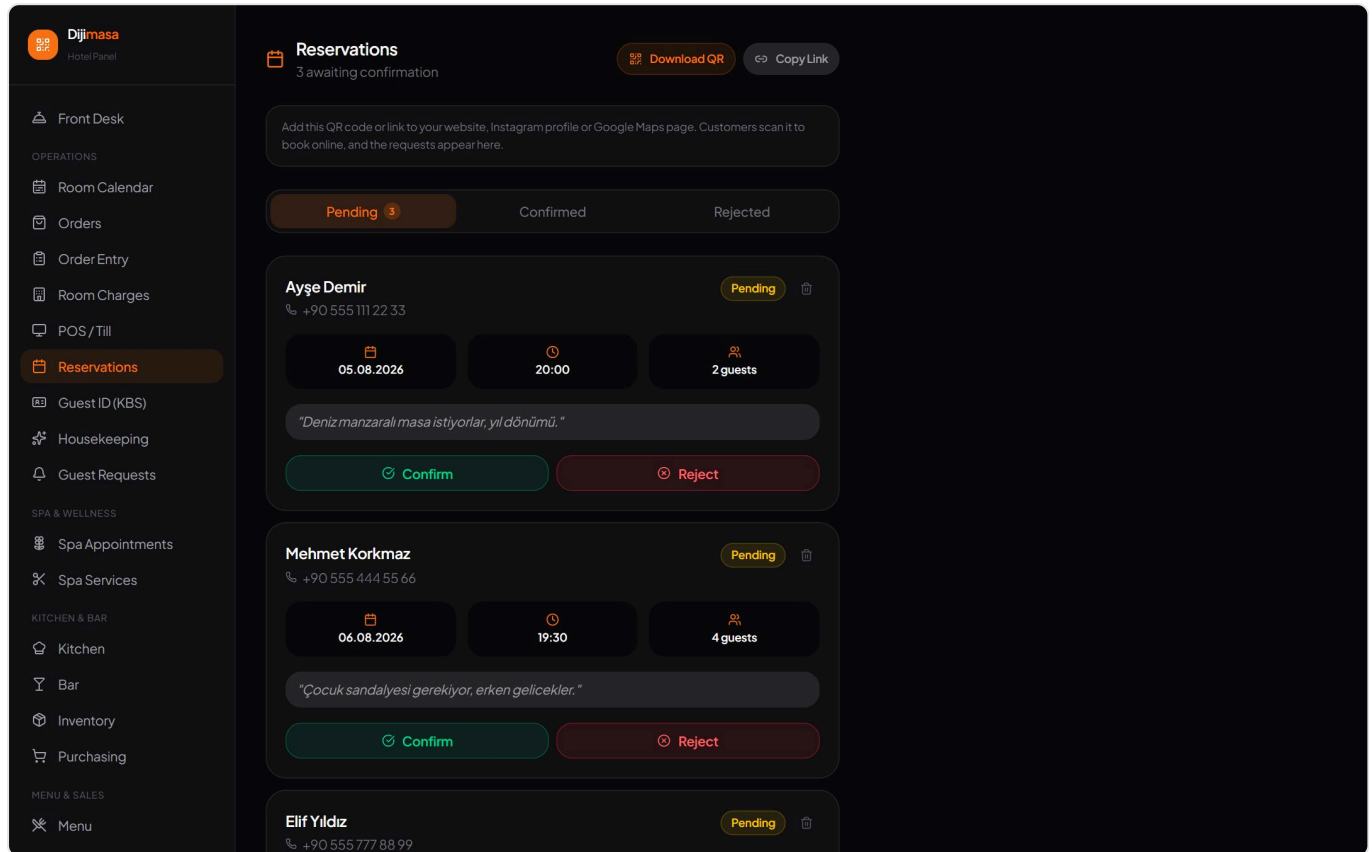


WHAT IS ON THE SCREEN

- **Room and area list** Rooms and revenue areas are shown as cards grouped by zone; each card carries the name, its QR code and Active/Inactive status.
- **Add Room / Area** Used to define a new room or area; when adding a room, a room type is selected and the price is pulled from that type.
- **Download QR** Generates a separate QR code for each room and area; the downloaded image is placed in the room, on a table, or on a lounge.
- **Zone structure** Areas are grouped into zones (floor, pool, lobby, restaurant); the zone is shared between order entry and the menu side.
- **Guest flow** The guest scans the QR and places an order; the amount is posted to the room bill, with no separate collection needed.
- **Status management** A room or area can be set to inactive from the list; inactive entries do not appear on the order or QR side.

6 Reservations

Online reservation requests from your customers land on this screen. You can review each request one by one and approve or decline them; the header shows how many requests are waiting for confirmation. Used by the business owner or the person in charge of reservations; the list refreshes itself every 30 seconds.



WHAT IS ON THE SCREEN

- **Download QR** Downloads your reservation page's QR code as a PNG so you can place it on your door or menu.
- **Copy Link** Copies your reservation page link to the clipboard so you can add it to your website, Instagram profile, or Google Maps listing.
- **Info Box** Briefly reminds you where to share the QR code and link: the customer scans it, books online, and the request lands on this screen.
- **Tabs: Pending, Approved, Declined** Separates requests by status and shows the record count next to each tab.
- **Reservation Card** The customer's name, phone, email, date, time, and party size all appear on a single card; tapping the phone number starts a call instantly, and any note left by the customer is also shown on the card.
- **Approve and Decline** Two buttons appear on pending requests; with a single tap you approve or decline the request.
- **Delete Reservation** The trash icon in the card's corner permanently deletes the record after a confirmation prompt.

Tip. Add your reservation link to your Instagram profile and Google Maps listing just once, and your phone-reservation workload drops significantly from then on.

7 KBS ID Reporting

Per Law 1774, guest check-ins and check-outs must be reported to law enforcement. A record is created automatically at check-in and check-out (room, full name, ID/passport number, date of birth, nationality, phone, number of guests, date). There is an "Unreported only" filter, CSV download (Excel-compatible) and a "Mark as Reported" button. Even if guest data is erased from the room at check-out, this registry is permanent.

Guest ID Reporting (KBS)
Under Turkish Law 1774, guest check-ins and check-outs must be reported to law enforcement (KBS). Records are created automatically at check-in/check-out.
Download the CSV and upload it to the KBS portal or enter manually; then close them with "Mark reported".

☒ Only unreported [Download CSV](#) [Mark reported](#)

EVENT	ROOM	GUEST	ID/PASSPORT	BIRTH	NATION	PHONE	DATE	STATUS
→ CHECK-IN	Oda 305	Sophie Dubois			FR		10.08.2026 15:08	Pending
→ CHECK-IN	Oda 304	Eva Vos			NL		10.08.2026 15:08	Pending
→ CHECK-IN	Oda 302	Harry Clarke			GB		10.08.2026 15:08	Pending
→ CHECK-IN	Oda 301	Charlotte Evans			GB		10.08.2026 15:08	Pending
→ CHECK-IN	Oda 206	Laura Wagner			DE		10.08.2026 15:08	Pending
→ CHECK-IN	Oda 205	Julia Richter			DE		10.08.2026 15:08	Pending
→ CHECK-IN	Oda 202	Levent Şahin			TR		10.08.2026 15:08	Pending
→ CHECK-IN	Oda 106	Mustafa Şahin			TR		10.08.2026 15:08	Pending
→ CHECK-IN	Oda 103	Burak Öztürk			TR		10.08.2026 15:08	Pending
→ CHECK-IN	Oda 102	Can Şahin			TR		10.08.2026 15:08	Pending
→ CHECK-OUT	Oda 103	Melis Doğan	98765432109	1994-09-30	TC	+90 542 555 76 19	10.08.2026 12:58	Pending
→ CHECK-OUT	Oda 105	Selim Arda	44444444444				05.08.2026 00:32	Pending
→ CHECK-IN	Oda 105	Selim Arda	44444444444				05.08.2026 00:32	Pending
→ CHECK-OUT	Oda 106	Serkan Aktaş					04.08.2026 23:41	Pending
→ CHECK-IN	Oda 106	Serkan Aktaş					04.08.2026 23:41	Pending
→ CHECK-IN	Oda 201	Hannah Becker			DE		04.08.2026 20:09	Pending
→ CHECK-IN	Oda 104	Burak Sabir				+90 532 555 22 84	04.08.2026 20:09	Pending

WHAT IS ON THE SCREEN

- **Automatic record** At check-in and check-out, a record is created with room, full name, ID/passport, date of birth, nationality, phone, number of guests and date.
- **Filter: Unreported only** The checkbox lists records not yet reported to law enforcement, hiding those already reported.
- **Download CSV** An Excel-TR compatible CSV file (BOM + semicolon delimiter) is downloaded and can be uploaded directly to the KBS portal.
- **Mark as Reported** Selected or filtered records are marked as reported with a single button, and the counter updates.
- **Permanent registry** Even if a guest checks out and the room data is erased, KBS records are not deleted; they are kept as a legal registry.

Tip. Every morning, open the "Unreported only" filter and bulk-mark as Reported; keep the registry clean at all times.

SECTION 2

Guest Services

The requests your guest sends from the room, the housekeeping task board, spa appointments, and the room folio where all of it lands.

8 Guest Requests

9 Housekeeping

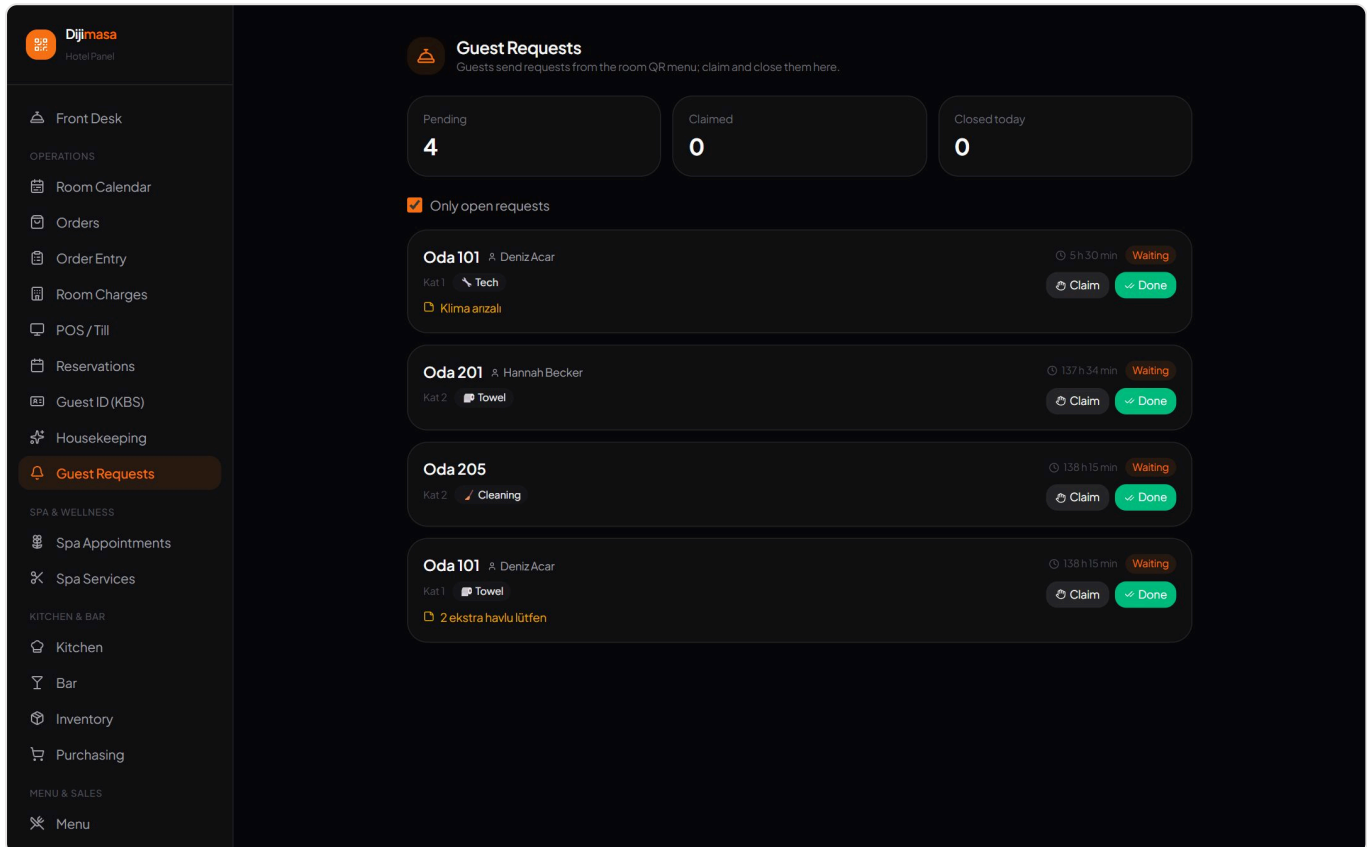
10 Spa & Wellness

11 Spa Services

12 Room Charges

8 Guest Requests

Guests send requests from the in-room QR menu by tapping the Front Desk button: towels/amenities, room cleaning, wake-up call (with time selection), technical support, transfer/taxi, other. The request lands at the front desk instantly and triggers a notification. The panel shows the room, guest name, type, note, wake-up time and how long it has been waiting on the request card; close it out with "Claim" and "Completed". Cleaning requests are pushed straight to the housekeeping board as tasks. The same room cannot send multiple requests in rapid succession (anti-abuse protection).



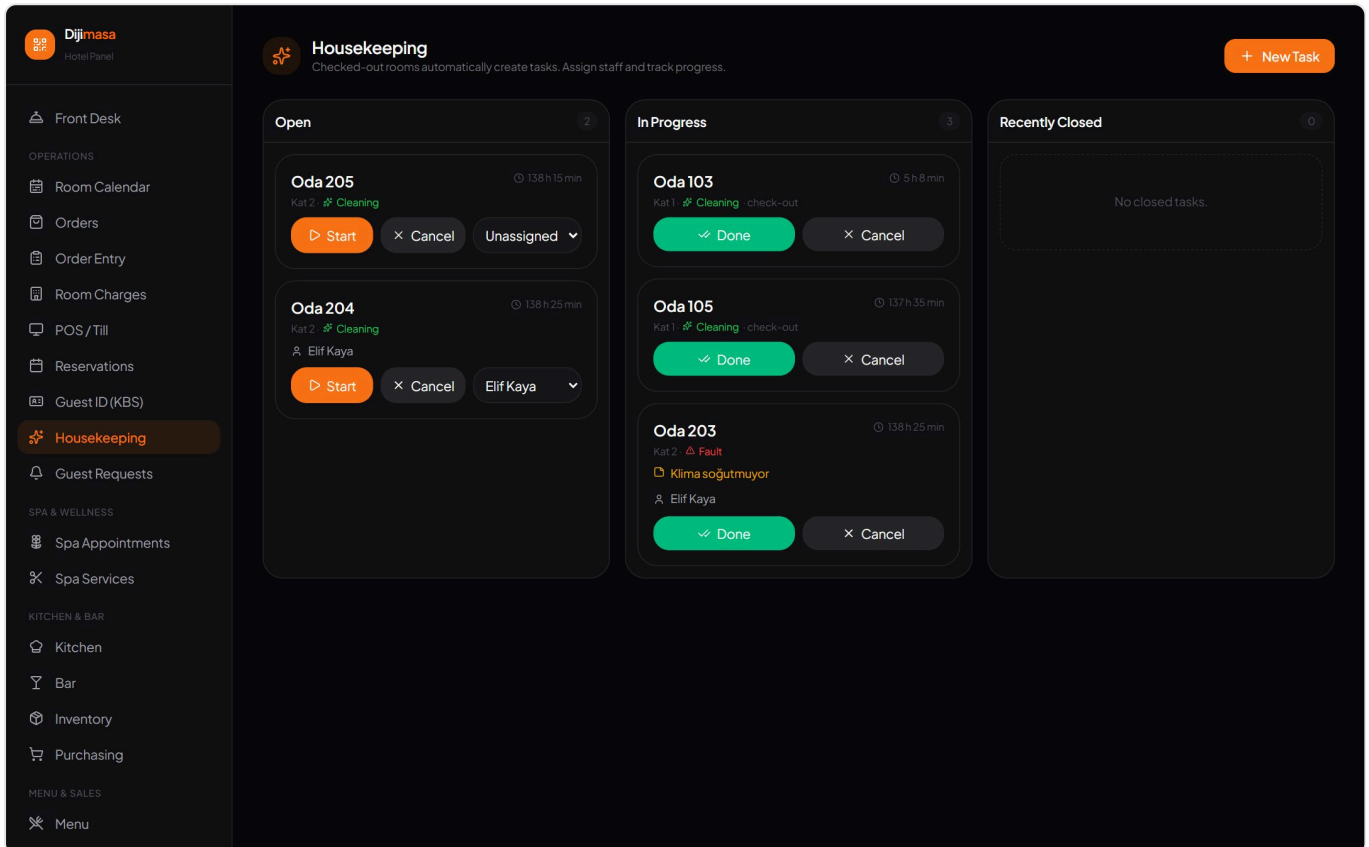
WHAT IS ON THE SCREEN

- **Request card** Room name, guest name, type badge (with emoji: 🛏️ towels, 🧹 cleaning, ⌚ wake-up, 🛠️ technical, 🚗 transfer, 💬 other), note, wake-up time, waiting time.
- **Claim and Complete** On an open request: Claim (ack) and Completed (done); on a claimed request: Completed; on a closed request: Reopen button.
- **Cleaning request → Housekeeping** When a cleaning-type request is marked Completed, it is automatically written to the housekeeping board as a cleaning task.
- **Wake-up time** If the guest requests a wake-up call by selecting a time, the time is shown in large orange on the card so the front desk never misses it.
- **Anti-abuse protection** The same room cannot send multiple requests in rapid succession; the system blocks it.
- **Filter: Open only** The checkbox at the top shows only open/ack requests, hiding closed ones from the list.

Tip. Because cleaning requests are automatically pushed to housekeeping, the front desk doesn't need to separately communicate "cleaning requested"; the system bridges the gap.

9 Housekeeping

A three-column task board: Open, In Progress, Recently Closed. A checked-out room automatically creates a cleaning task. "New Task" lets you create one manually (cleaning, repair, maintenance; pick room, note and staff). Tasks can be assigned to staff. When a cleaning task is started, the room moves to "cleaning"; when completed, it becomes "ready". Repair and maintenance tasks do not change the room status. Housekeeping staff see the same tasks on a clean, simple list from their own phone (Housekeeping role, log in with username and a 4-digit PIN; no other screens are visible).



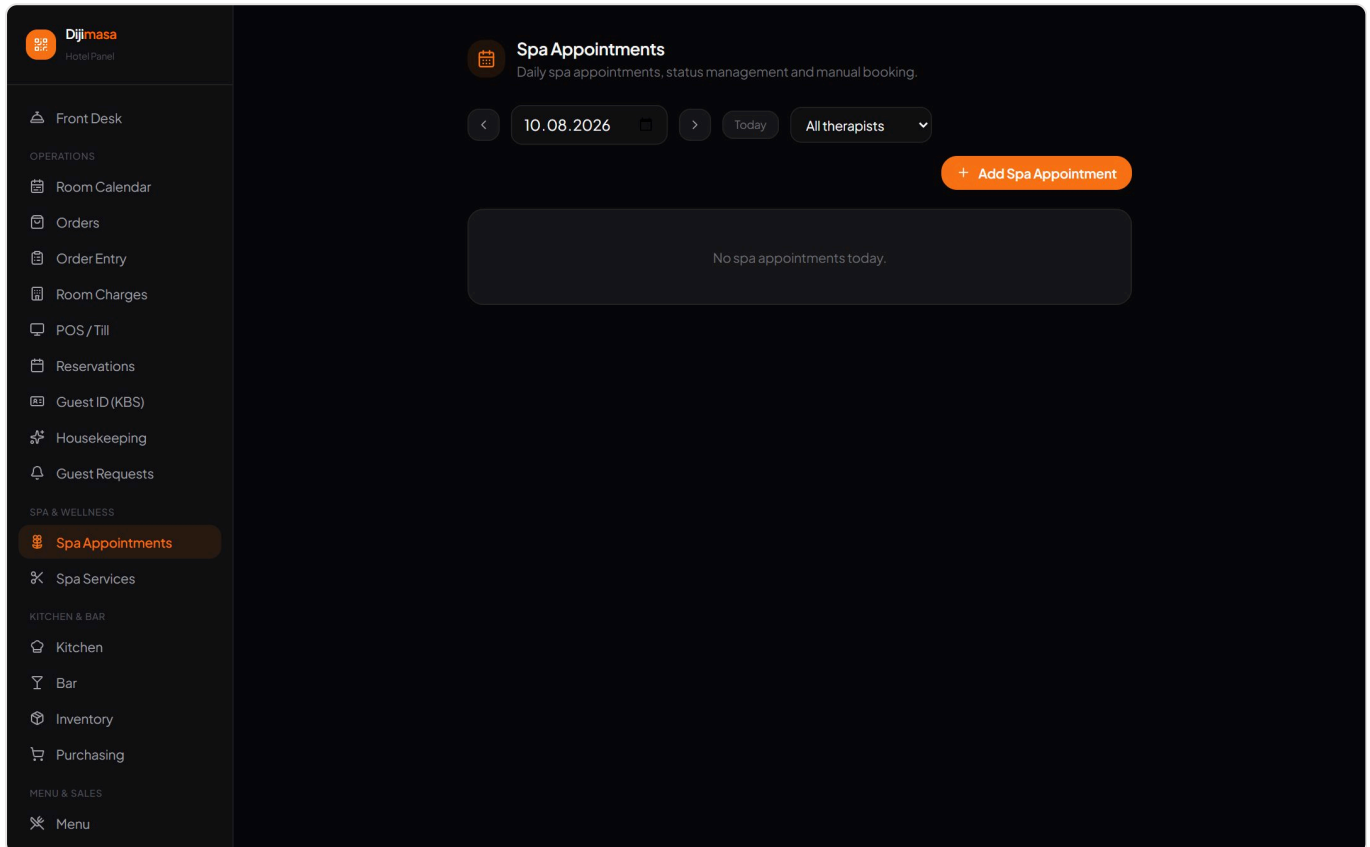
WHAT IS ON THE SCREEN

- **Three-column board** Open (reopened), In Progress (started by staff) and Recently Closed (completed + cancelled) tasks sit in separate columns.
- **Automatic cleaning task** When a room is checked out, the system instantly creates a cleaning task; assign staff and start it.
- **Manual task creation** The New Task button creates a cleaning, repair or maintenance task; pick the room, add a note and assign staff.
- **Assigning and starting tasks** Pick staff on an open task and hit Start, and the room moves to "cleaning"; mark it Done and it becomes "ready".
- **Repair and maintenance tasks** These types do not change the room's cleaning status (ready/dirty); they only sit on the board for tracking.
- **Housekeeping staff login** Staff with the Housekeeping role log in with username and a 4-digit PIN; they only see the task list; other panels are hidden.

Tip. Give housekeeping staff a phone with access only to the task board so the front desk panel stays uncluttered.

10 Spa & Wellness

The hotel spa runs on the same appointment engine used by the salon vertical: a service catalogue (duration + price), therapist working hours, a daily appointment list and status management. The appointment fee is transferred to the guest's room bill via "Post to Room"; the same appointment cannot be posted twice and cannot be posted to an empty room. Spa services carry a different VAT rate from food and beverage, set in Settings. If the spa is disabled in Settings, the appointment page does not open for guests.



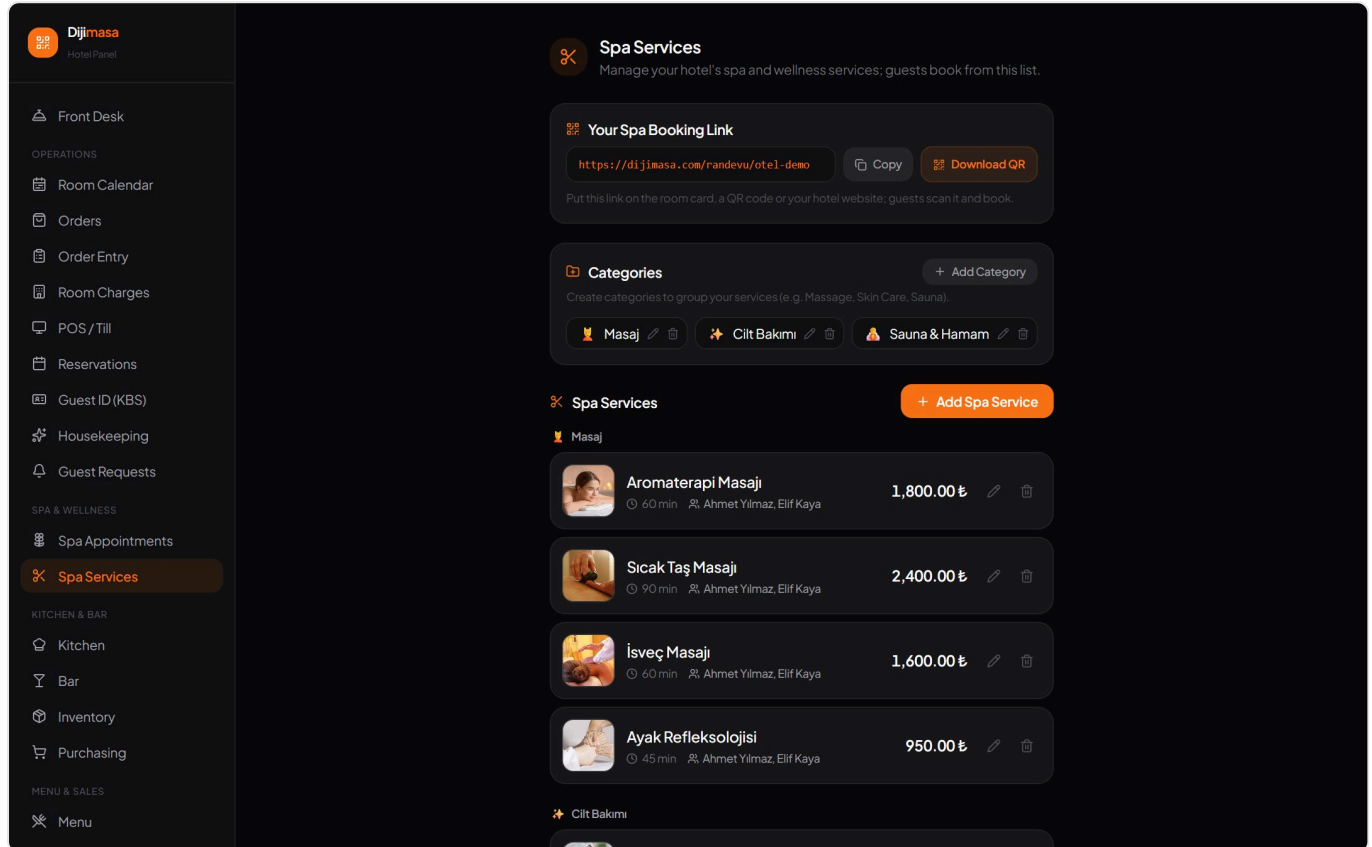
WHAT IS ON THE SCREEN

- **Service catalogue** Spa services (massage, sauna, skin care, etc.) are defined with duration, price and VAT rate; they come from the salon's Services page.
- **Therapist working hours** Each therapist's weekly schedule is entered on the Working Hours page; appointments cannot be booked with a therapist whose hours are not defined.
- **Daily appointment list** The Appointments page lists date, time, guest, service, therapist, price and status (Pending/Confirmed/Completed/Cancelled).
- **Post to Room button** The fee for a completed appointment is transferred to the guest's occupied room via the Post to Room button; it cannot be posted to an empty room and the same appointment cannot be posted again.
- **Spa VAT rate** A separate VAT rate for spa services is entered on the Settings page and may differ from the food and beverage VAT.
- **Enable/disable spa** If the spa module is disabled under Settings, the spa appointment page does not open in the guest QR menu.

Tip. Appointment times do not appear until the therapist's working hours are defined; first enter each therapist's schedule on the Working Hours page.

11 Spa Services

This is where the hotel's spa and wellness services are defined. Categories (such as Massage, Skin Care, Sauna & Turkish Bath) are created, and services are added under each category with duration and price details. The appointment link at the top of the screen can be copied or downloaded as a QR code; place it on the room card, in a QR printout, or on the hotel's website. When a guest books an appointment through this link, the record lands on the Spa Appointments screen, and the spa charge can be posted to the room bill.

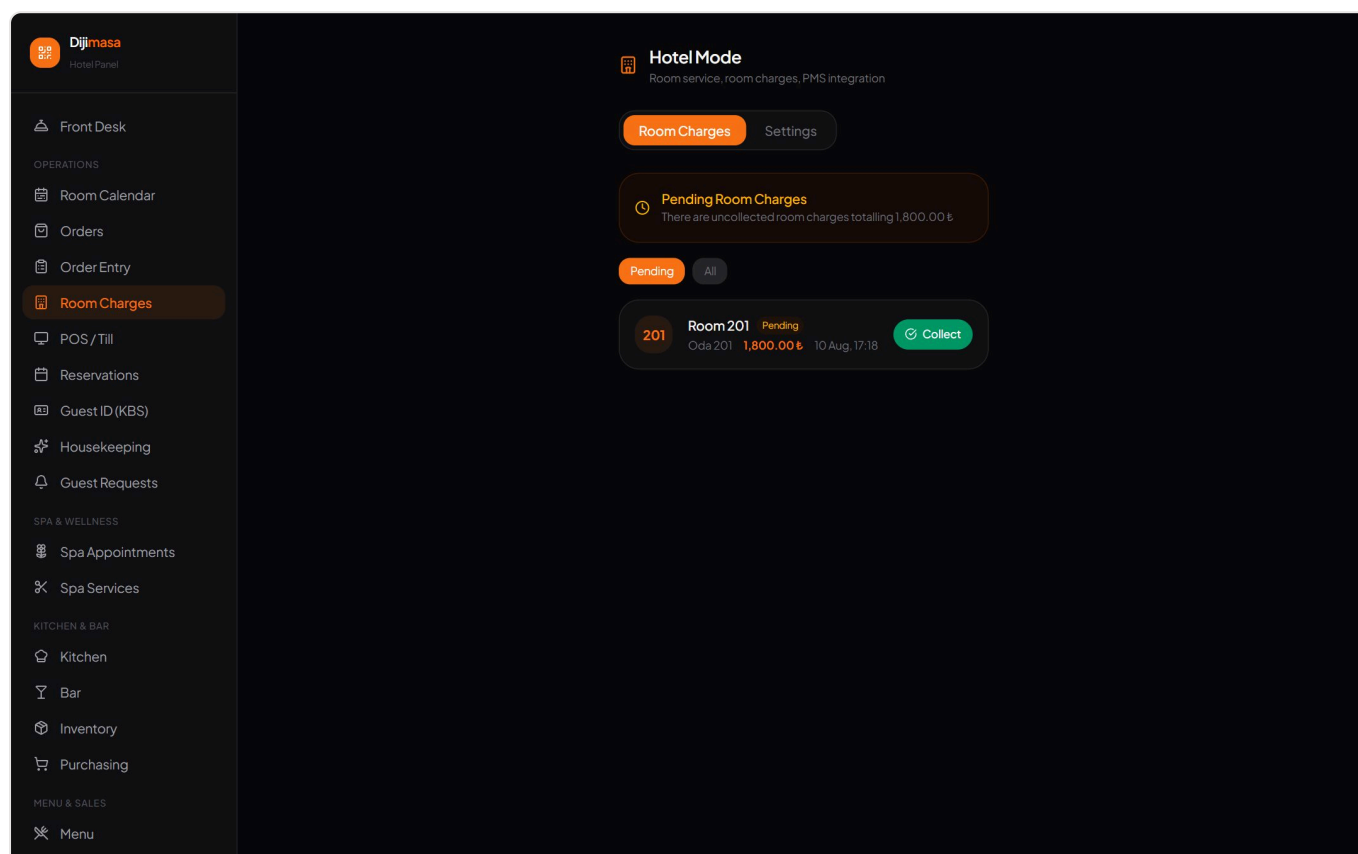


WHAT IS ON THE SCREEN

- **Appointment link** The hotel-specific appointment link at the top of the screen can be copied with Copy or downloaded as an image with Download QR.
- **Sharing the link** The link can be added to the room card, a QR printout, or the hotel's website; guests scan it to book an appointment.
- **Category management** Use Add Category to group services; for example, you can create categories such as Massage, Skin Care, and Sauna & Turkish Bath.
- **Service definition** Use Add Spa Service to enter a name, duration (in minutes), and price for each service; services are listed under their categories.
- **Service list** Added services are listed under their categories with name, duration, and price; reordering and editing are done on the same screen.
- **Posting to the room bill** The amount selected for a guest's spa appointment can be transferred to the room invoice and collected as a single item at checkout.

12 Room Charges

Guests' spending at the restaurant, bar, pool or minibar is posted to the room bill; this screen lists pending and settled room invoices. They are closed with Collect. Accommodation and spa accruals appear on the same bill. Charges posted to rooms are grouped separately under the "Room Invoice" line in the Z report. If a PMS such as Mews is connected, the invoice can also be pushed to the guest's PMS folio.



WHAT IS ON THE SCREEN

- **Pending invoices** Open room accounts are listed by room name, guest, amount and last transaction date; the Collect button closes them with cash or card.
- **Accommodation and spa accruals** Accommodation charges from the night audit and "Post to Room" amounts from spa appointments are combined on the same bill.
- **Settled invoices** Closed invoices are listed in a separate tab by date, room, amount and payment method (cash/card/room).
- **Z report breakdown** Charges posted to rooms are grouped under the "Room Invoice" line in the end-of-day Z report, separate from cash and card.
- **PMS integration** If a PMS such as Mews is connected, the invoice is automatically pushed to the guest's folio as well, with no duplicate entry.

Tip. The guest pays in one go at check-out; once the room invoice is closed, accommodation + spa + minibar + restaurant are all combined on a single receipt.

SECTION 3

Food and Beverage

The restaurant, the pool bar and room service all run on the same engine: order entry, the kitchen and bar screens, the till and the archive of closed bills.

13 Order Entry

14 Order Flow

15 Kitchen

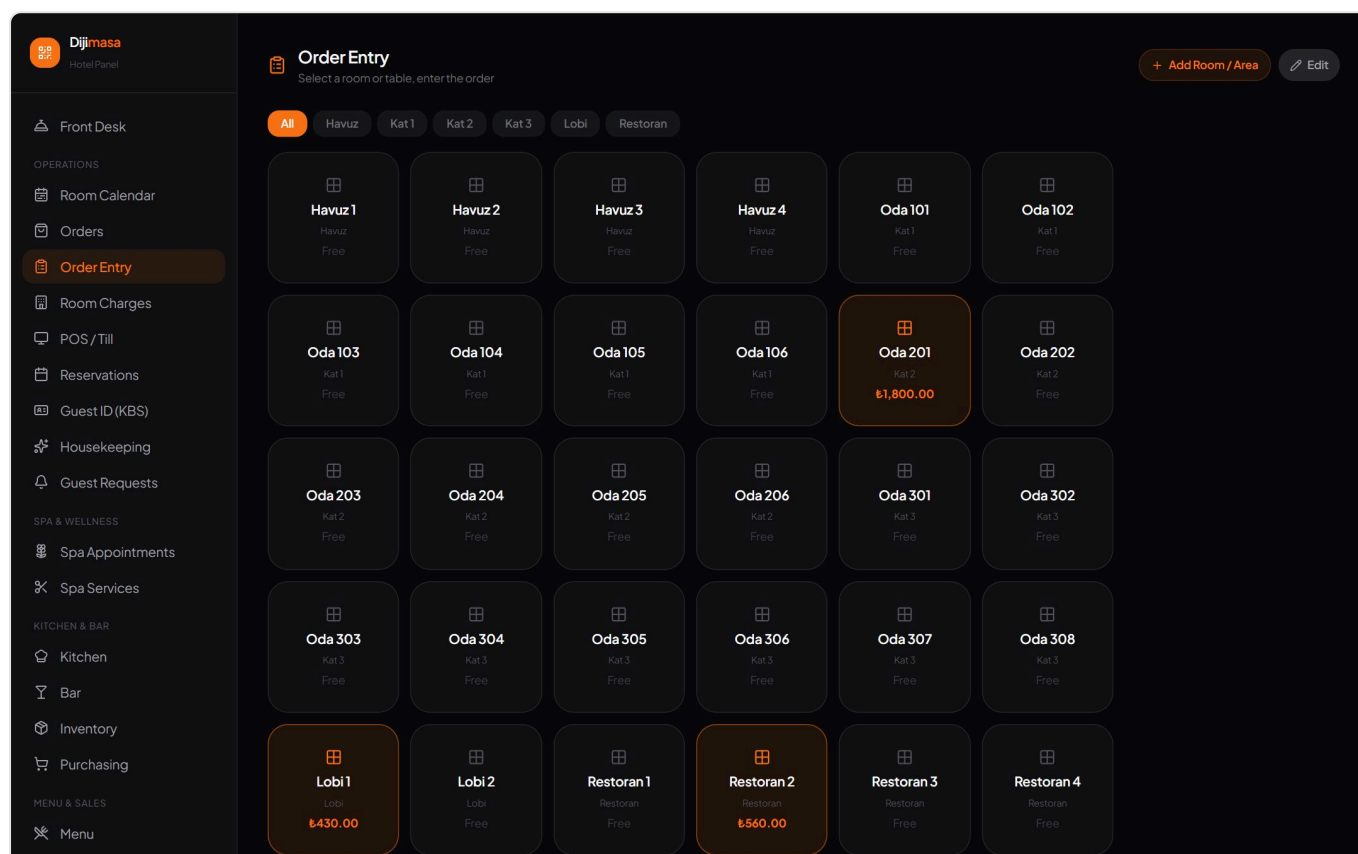
16 Bar Screen

17 POS / Till

18 Receipt Archive

13 Order Entry

This screen is used to enter guest orders by room or area. Front desk or waitstaff first select a room or area, then the order is posted to the room's bill. At checkout, all charges are combined into a single bill. Zone filters appear at the top of the screen; only the relevant rooms and areas are listed based on the selected filter. Occupied rooms display the open balance, while empty ones show Vacant. Use Add Room / Area / Area to define a new room or area, and Edit to modify an existing one.

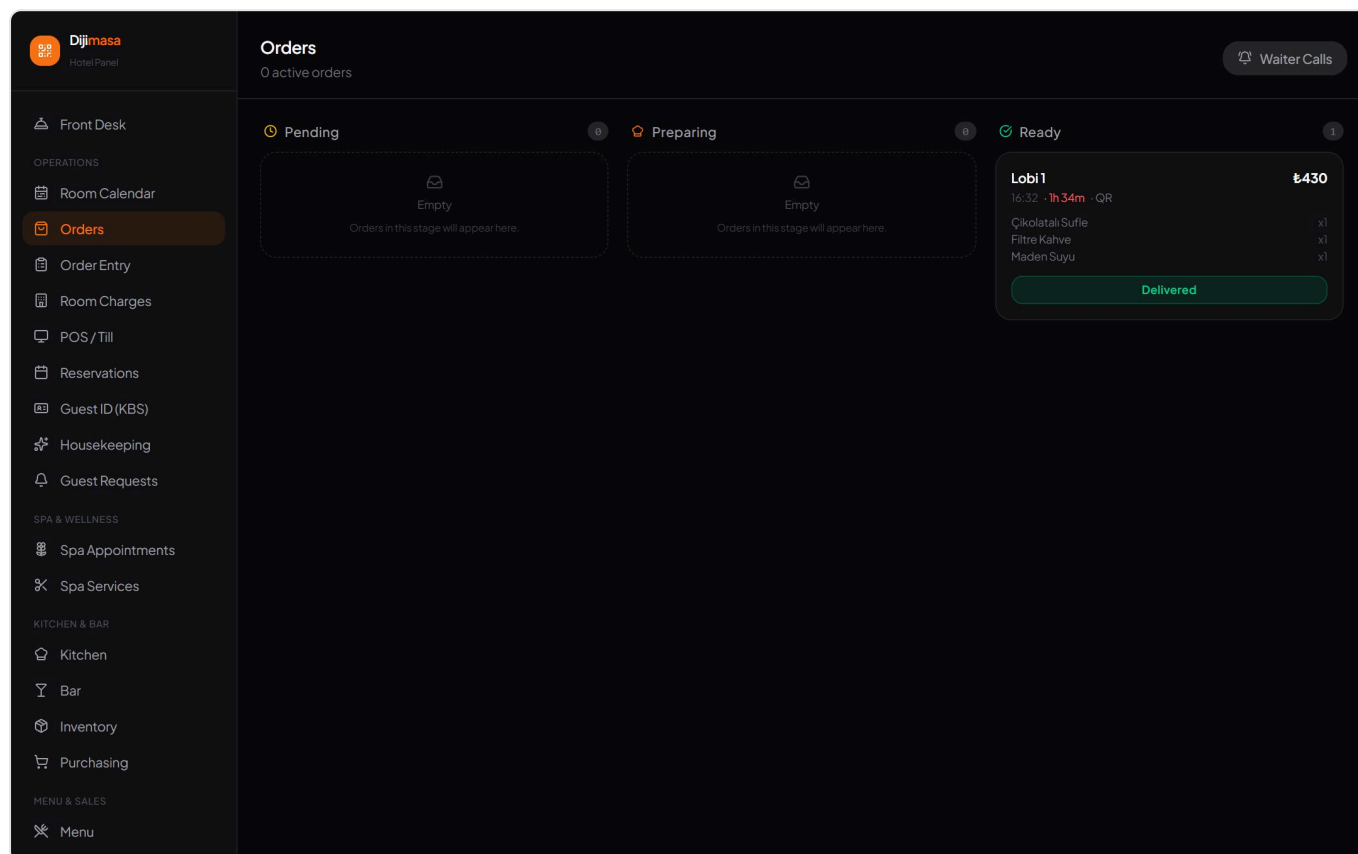


WHAT IS ON THE SCREEN

- **Room or area selection** Before taking an order, a room or area is selected from the list; occupied ones show the open balance, empty ones display Vacant.
- **Zone filters** Rooms and areas are narrowed down by zone using the All, Pool, Floor 1, Floor 2, Floor 3, Lobby and Restaurant tabs.
- **Room list** Rooms are sorted by number under their assigned floor; each room's floor and occupancy status are shown with a label.
- **Non-room sales areas** Every sales area such as the pool, lobby or terrace also appears in the list; each area's open balance is shown separately from the rooms.
- **Restaurant tables** Restaurant tables remain in the same list; an occupied table shows the open balance, an empty one displays Vacant.
- **Room and area management** Add Room / Area is used to define a new room or area, while Edit updates existing records.

14 Order Flow

Orders coming from rooms, the pool, or the restaurant move through three columns on this screen: Waiting, Preparing, and Ready. The Kitchen and Bar see the same board; the waiter marks a ready order as Delivered to clear it from the column. Service calls such as waiter calls and bill requests are also collected in the top corner of the screen. Each order card shows the room or area name and the elapsed waiting time since the order was taken.

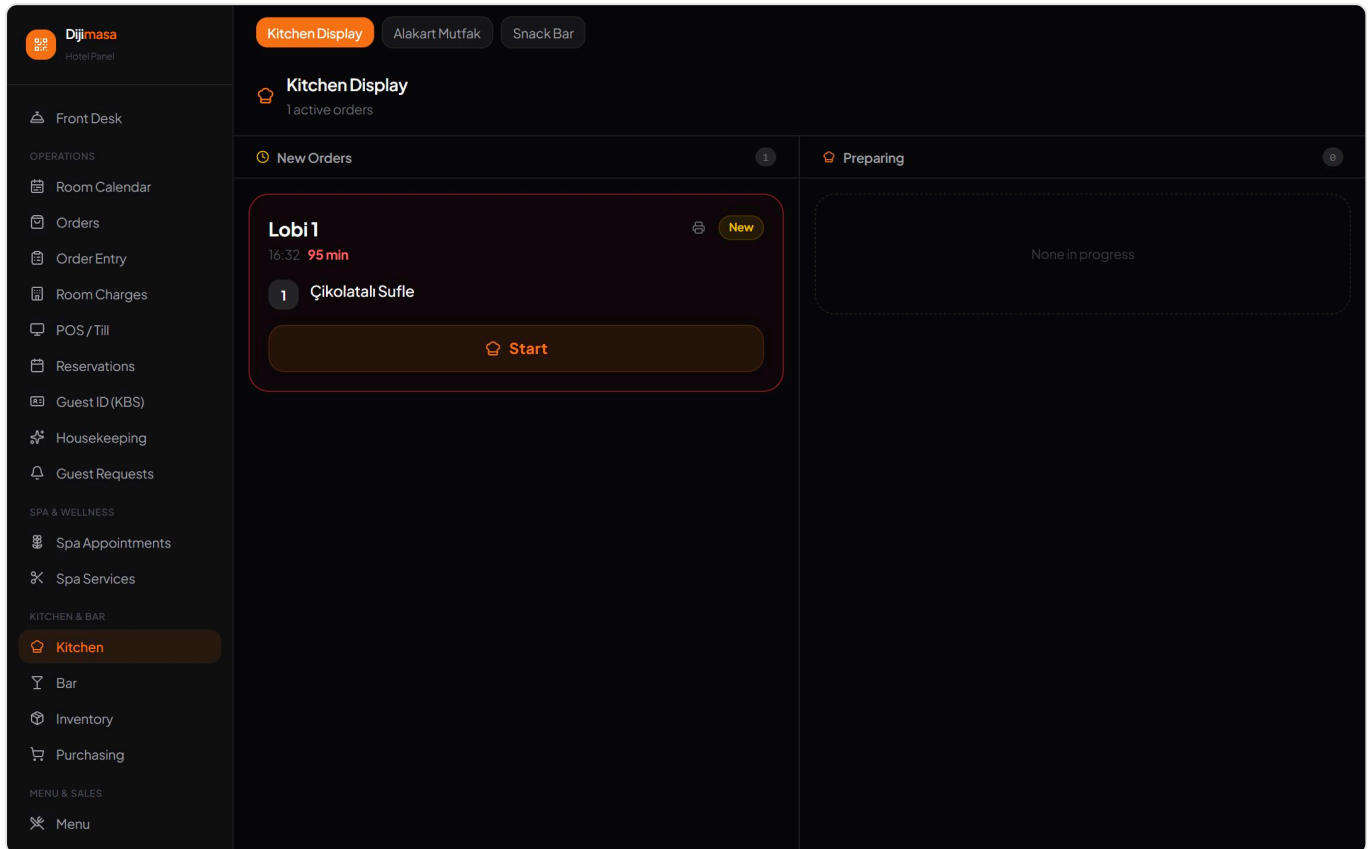


WHAT IS ON THE SCREEN

- **Waiting column** Newly received orders pile up here; once the Kitchen or Bar picks them up, they move to the Preparing column.
- **Preparing column** Orders currently being worked on by the Kitchen or Bar appear here; once ready, they move to the Ready column.
- **Ready column** Orders wait here once they are ready; the waiter closes the order with the Delivered button and clears it from the column.
- **Order details** Each card shows the room or area name, waiting time, order channel (such as QR), total amount, and the line items.
- **Waiter Calls** This section in the top corner of the screen separately lists service calls such as waiter calls and bill requests.
- **Active order counter** The total number of currently open orders is shown at the top of the page, so you can track the workload at a glance.

15 Kitchen

Your kitchen's paperless order board. The chef team keeps this screen open on a tablet at the pass, and new orders drop in instantly with a sound alert. Only the items relevant to the kitchen are shown, drinks go to the Bar screen, no mix-ups.



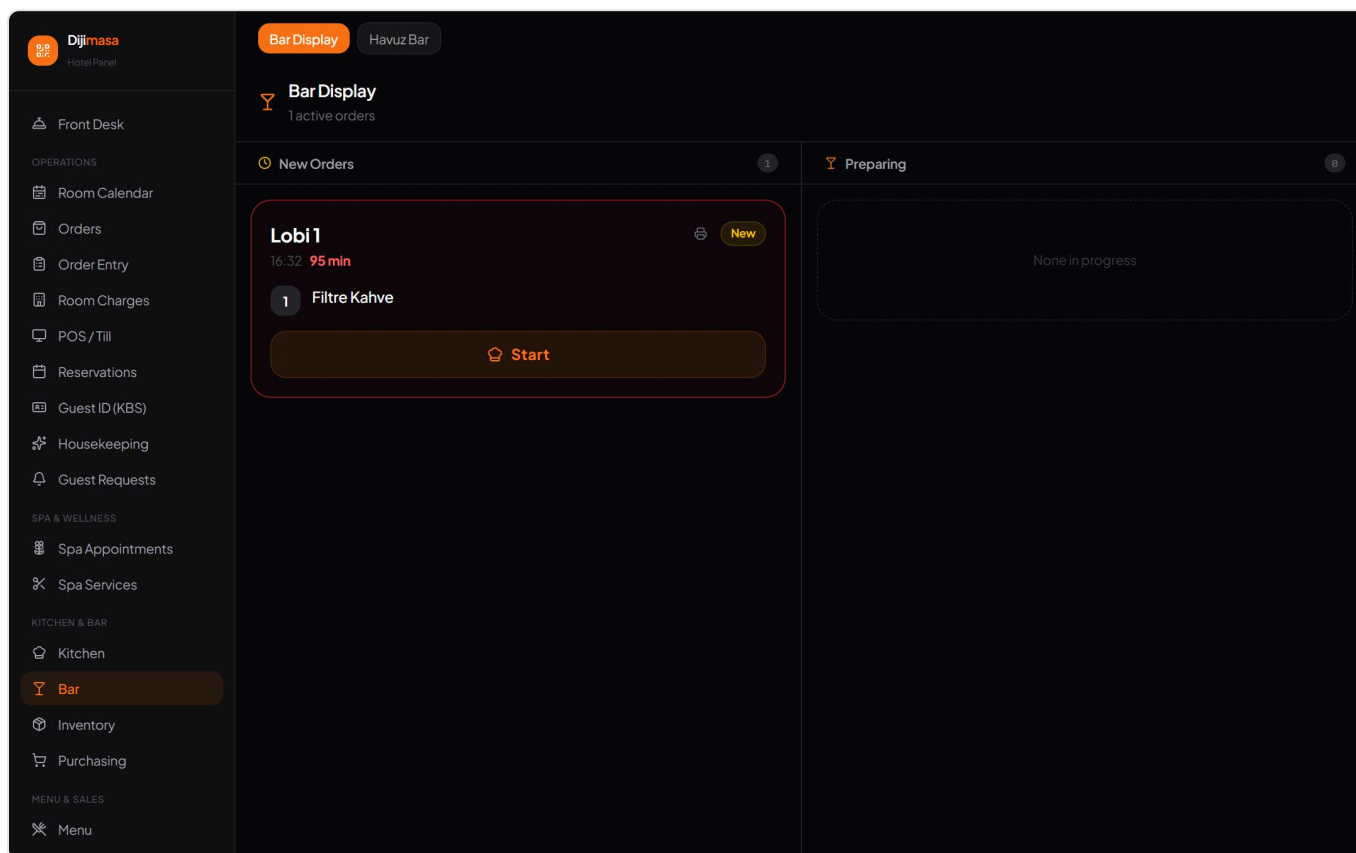
WHAT IS ON THE SCREEN

- **New Orders column** Incoming orders are stacked oldest to newest, and the counter at the top of the column shows the pending workload at a glance.
- **Preparing column** Orders marked as Start move into this column, so the team sees at a glance what's currently on the stove.
- **Order card** Table name, elapsed time, waiter name and a quantity-boxed item list are written in large font; item notes (rare, no onions, etc.) stand out in a yellow box.
- **Start button** The chef taps when they pick up the order, the card moves to the Preparing column, and the status updates on the floor screen too.
- **Ready! button** Tapped when the dish is done, an order-ready alert instantly drops on the waiter's screen.
- **Print ticket** The printer icon opens the kitchen ticket for the order, so teams used to paper can still take a printout.
- **DELIVERY label** Delivery orders stand out with a blue DELIVERY badge at the top of the card, so priority never gets mixed up while the courier waits.
- **Kitchen clear badge** When there are no active orders, a green Kitchen clear badge appears in the header, so the team knows when they can take a breath.

Tip. Card borders turn yellow at 10 minutes and red at 20 minutes, jump on any order that changes color.

16 Bar Screen

The beverage-side twin of the Kitchen screen. The barista or bartender keeps this screen open at the bar counter, and only the drink items from each order land here. That way coffee and drinks are prepared without waiting for the food, and the kitchen and bar never get in each other's way.



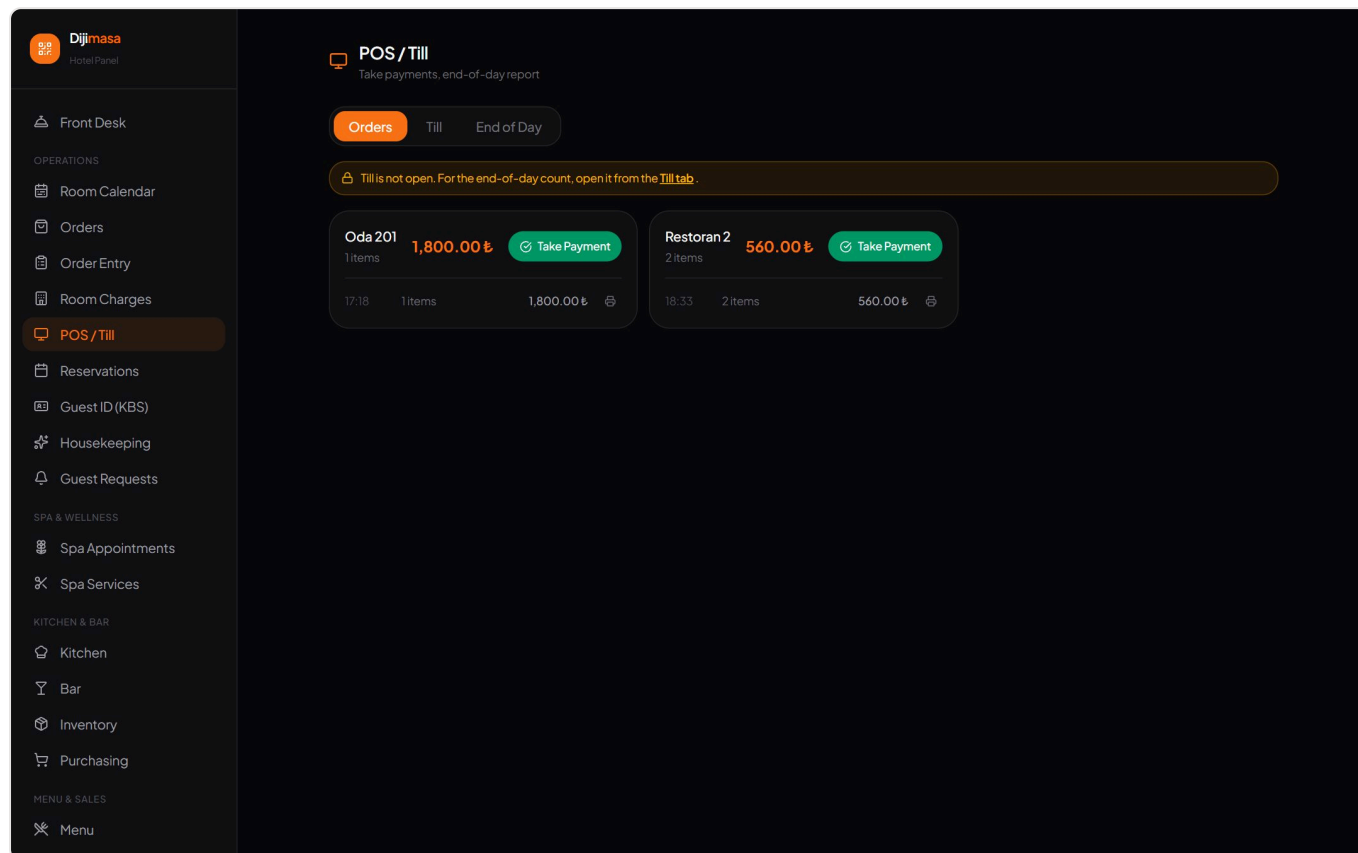
WHAT IS ON THE SCREEN

- **New Orders column** Drink orders coming to the bar are listed oldest to newest, and a new order arrives with an audio alert.
- **Preparing column** Drinks marked as started wait in this column, so what's currently being made at the counter is always front and center.
- **Order card** Table name, elapsed time and the boxed drink list appear in large type; notes like "no milk" or "no ice" stand out in a yellow box.
- **Start button** Tapped when the drink preparation begins; the card moves to the Preparing column.
- **Ready! button** Tapped when the drink is placed on the counter; a "ready" alert instantly appears on the waiter's screen.
- **Print ticket** The printer icon opens that order's bar ticket, ready to be printed on demand.
- **Bar empty badge** When no drinks are waiting, a green "Bar empty" badge appears in the header.

Tip. Running drinks as a separate station speeds up service; you only need to correctly flag which items on the menu go to the bar, just once.

17 POS / Till

The screen where payments are taken and the day is closed out. The cashier collects payments here throughout the day and counts and closes the till in the evening. It has three tabs: Orders, Till, and End of Day.



WHAT IS ON THE SCREEN

- **Orders tab** Bills awaiting payment are grouped by table, showing the remaining balance, any amount already paid, and an hour-by-hour order breakdown.
- **Take Payment** The green button opens the payment window, where the bill can be split and collected across multiple payers. The printer icon lets you view the receipt.
- **Open the Till** Start the day by entering the "Opening Float" and opening the till. Who opened it and when is recorded.
- **Add Till Movement** Cash movements during the day are recorded as "Expense", "Add to Till", or "Remove from Till". Expenses are tagged with a category such as Kitchen / Supplies or Cleaning.
- **Close the Till (Z)** Enter the cash counted in the evening; the system compares it against "Expected Cash", shows any variance, and "Print Z Report" produces the full breakdown.
- **End of Day tab** Pick a date to see the day's summary: Total Orders, Total Revenue, Cash, and Card / Online card totals.
- **Payment Method Breakdown** Collections from cash, card, bank transfer, online, credit, meal card, and gift card are listed as separate bars. Refunds, complimentary items, cancellations, and open table totals are also shown here.
- **Paid Orders and Refunds** Every order paid during the day is listed individually. If needed, "Issue Refund" lets you record a reason and process a full or partial refund.

Tip. Don't start the day without opening the till. While the till is closed, a warning appears on the Orders tab and the end-of-day cash count won't balance.

18 Receipt Archive

When a customer walks in three days later and asks, "Can I see that evening's bill?" you don't have to dig through a drawer. Every closed receipt is assigned a sequential number with no gaps, so an audit will never reveal a missing number in the series. Type the number and find the receipt in seconds, then print it from the same screen.

Diji masa
Hotel Panel

Front Desk

OPERATIONS

- Room Calendar
- Orders
- Order Entry
- Room Charges
- POS/Till
- Reservations
- Guest ID (KBS)
- Housekeeping
- Guest Requests

SPA & WELLNESS

- Spa Appointments
- Spa Services

KITCHEN & BAR

- Kitchen
- Bar
- Inventory
- Purchasing

MENU & SALES

- Menu

Bill Archive
Every closed bill gets a gapless sequential number; search and print them here.

Search by receipt no... 11.08.2026 7 receipts

Receipt No	Time	Table / Type	Payment	Total	
#7	23:55	Oda 105	Odaya Fatura	2,443.64 ₺	
#6	23:30	Oda 106	Odaya Fatura	80.00 ₺	
#5	23:05	Oda 101	Odaya Fatura	170.00 ₺	
#4	22:40	Oda 105	Odaya Fatura	930.00 ₺	
#3	22:15	Oda 203	Odaya Fatura	523.00 ₺	
#2	21:50	Restoran 3	Card	850.00 ₺	
#1	21:25	Havuz 2	Cash	960.00 ₺	

Official e-Adisyon (Turkey GIB) transmission requires an integrator agreement; this archive is for internal records and audit.

WHAT IS ON THE SCREEN

- **Sequential receipt numbers** Every closed bill takes the next number in line; a series that jumps from 47 to 49 never happens.
- **Search by receipt number** Type the number into the search box and the matching receipt appears, no matter which day it belongs to.
- **Date picker** Pick a day from the calendar and every receipt closed on that date is listed along with the total count.
- **Detailed table** Each row shows Receipt No, Time, Table / Type, Payment and Amount; the payment method is labelled as Cash, Card, Bank Transfer, Online, On Credit, Meal Card or Gift Card.
- **Print** The printer icon at the end of the row opens the receipt in a new tab, where you can print it with a single click.

Tip. When you search by number, the date filter is bypassed and the result row shows the receipt's date instead of the time, so you instantly see which day it belongs to.

SECTION 4

Menu, Inventory and Purchasing

The menu of every outlet in the property, the QR menu that opens on the guest's phone, campaigns, the store room and supplier orders.

19 Menu by Area

20 QR Menu (Table Screen)

21 New Product Window

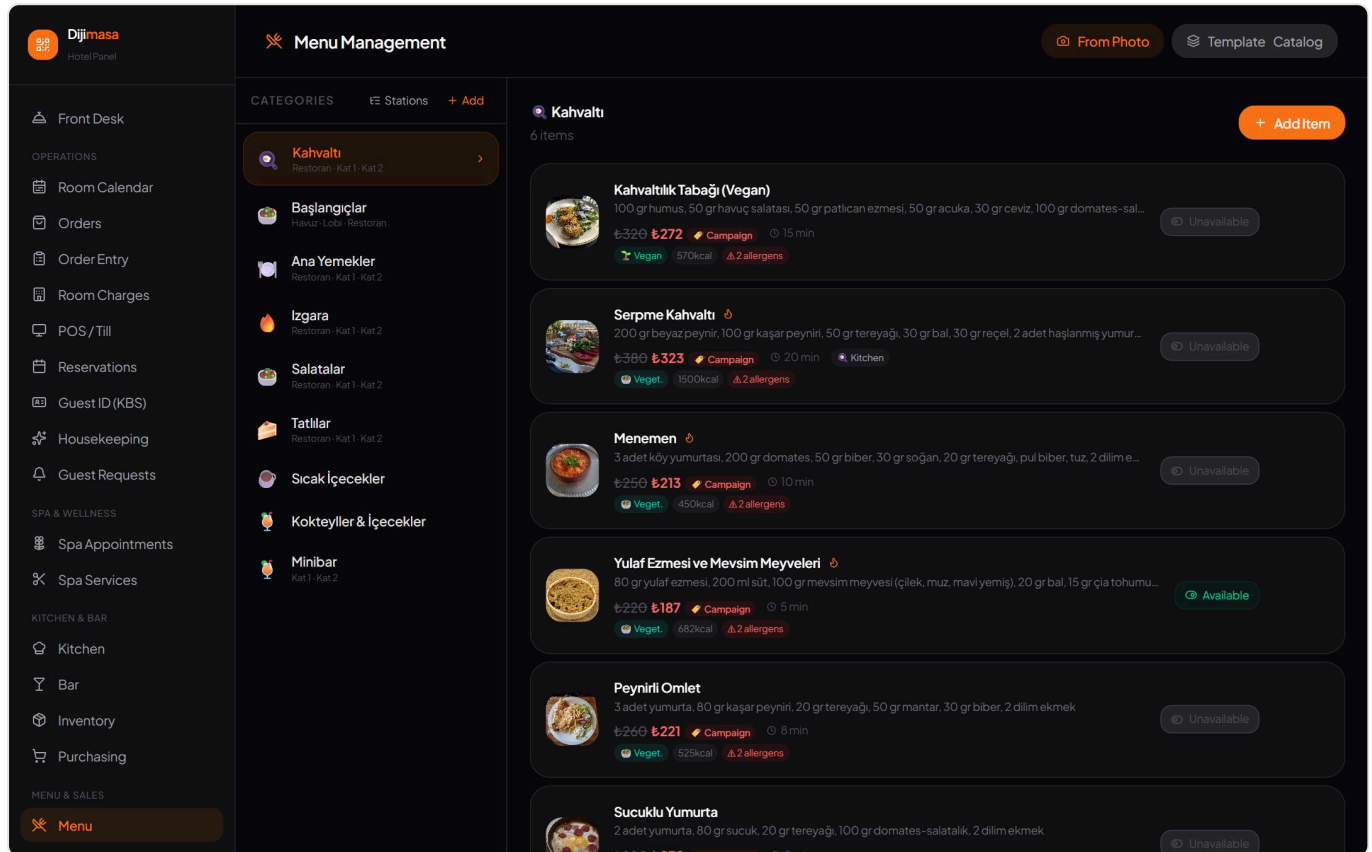
22 Campaigns

23 Inventory Tracking

24 Purchasing

19 Menu by Area

Within the same hotel, every outlet doesn't have to share the same menu. When editing a menu category, the "Where should it appear?" option lets you show that category only on selected QR menus: cocktails at the pool bar, à la carte in the restaurant, minibar and room service in the rooms. If no area is selected, the category appears everywhere. It's also enforced on the server side: a guest can't order an item that belongs to a different area. On top of that, items can be tagged to route to multiple preparation stations (Kitchen + Bar); for orders like a Turkish breakfast spread, the ticket prints to both the kitchen and the bar.



WHAT IS ON THE SCREEN

- **Category visibility setting** In the category edit window, "Where should it appear?" lets you multi-select specific areas (Pool, Restaurant, Rooms, Lobby, etc.); left empty, the category shows everywhere.
- **Area-specific menu** Cocktails at the pool bar, meals in the restaurant, minibar/room service in the rooms; each guest only sees the menu that fits the area they're in.
- **Server-side validation** Even if a guest forwards their QR code to someone else and tries to order from another area, the server rejects it and the order never goes through.
- **Multi-station routing** An item (or category) can be tagged to route to both the Kitchen and Bar stations; a Turkish breakfast spread order prints a ticket to each.
- **Default behavior** If no area is selected, the category appears on all QR menus (in every area); hotels that don't configure anything see no change.

Tip. Link the Minibar category to the "Rooms" area only; this blocks minibar orders from the pool and prevents tickets from being sent to the wrong prep station.

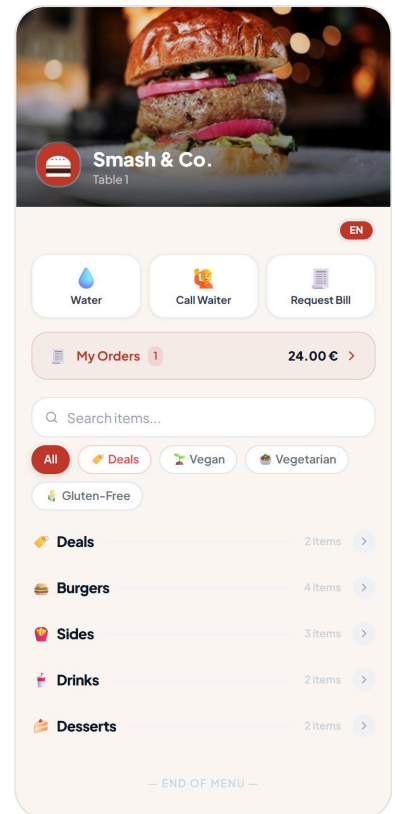
20 QR Menu (Table Screen)

When a customer scans the QR code at the table, this screen opens: they browse the menu, place orders, call the waiter, view their bill and pay from their phone if they wish. You take orders and payments without sending the waiter to the table, table turnover speeds up and order mistakes drop. The screen opens with your logo, cover image and brand colour, and the table name is shown at the top.

WHAT IS ON THE SCREEN

- **Request Water / Call Waiter / Pay** The customer sends a call to the waiter with a single tap; the button confirms as "Sent". If on-table payment is disabled, the third button becomes "Request Bill".
- **My Orders** Shows the table's open orders and the "Bill Total"; each order updates live with Received, Preparing, Ready and Delivered statuses.
- **Search and filters** The "Search product..." box and the All, Campaigns, Vegan, Vegetarian and Gluten-Free chips let customers find what they're looking for in seconds.
- **Categories and product cards** In the collapsible category list, each item is listed with its photo or video, price, Campaign and Popular badges and calorie info; discounted items are also grouped at the top in the "Campaign Items" section.
- **Product detail** Tapping a product opens a window with the video, "Allergen Information", average prep time, portion and extra options, an "Order Note" field and an "Add to Cart" button.
- **My Cart** The customer adjusts quantities, taps "Add note" per item, enters a "Discount code" and applies it with "Apply", then sends the order to the kitchen with "Place Order"; in hotel mode a "Charge to My Room" option also appears.
- **Pay at Table** With "Pay by Card" the customer pays the full bill, or uses "Enter amount" for a partial payment; they can optionally add a 5%, 10% or 15% tip and complete the payment securely from their phone.
- **Share Your Experience** After ordering, the customer rates the food, service and overall experience with stars; satisfied guests are directed to your review pages via the "Review on Google" and "Review on TripAdvisor" buttons.

Tip. When you enter a campaign price for a product in the panel, it automatically appears in the "Campaign Items" section at the top of the menu, the fastest way to announce your discounts.



21 New Product Window

Opens via the Add Product button on the Menu page. Here you define how a product looks in the customer menu, what price it sells for, and which screen its order lands on.

The screenshot shows the 'Dijimasa' Menu Management interface. A 'New Item' modal is open, allowing the user to add a new product. The modal includes fields for 'Item Image' (with an 'Upload image' button and file format/size info: JPG, PNG, WEBP · max 5 MB), 'Item Video (optional)' (with an 'Upload video' button and file format/size info: MP4, WEBM · max 25 MB), 'Item Name *' (text input with 'Classic Burger' entered), 'Description' (text input with 'Ingredients, contents...' entered), 'Price (€) *' (text input with '150' entered), 'Prep time (min)' (text input with '15' entered), 'VAT Rate (%)' (text input with '-' entered), and a note: 'Leave empty = region default (food/drinks automatic). E.g. enter 20 for alcohol.' Below these are radio buttons for 'Popular' (selected) and 'Available' (unchecked), and a 'Station' dropdown menu. The background shows the 'Menu Management' sidebar with categories like Burgers, Sides, Drinks, and Desserts, and a list of menu items on the right.

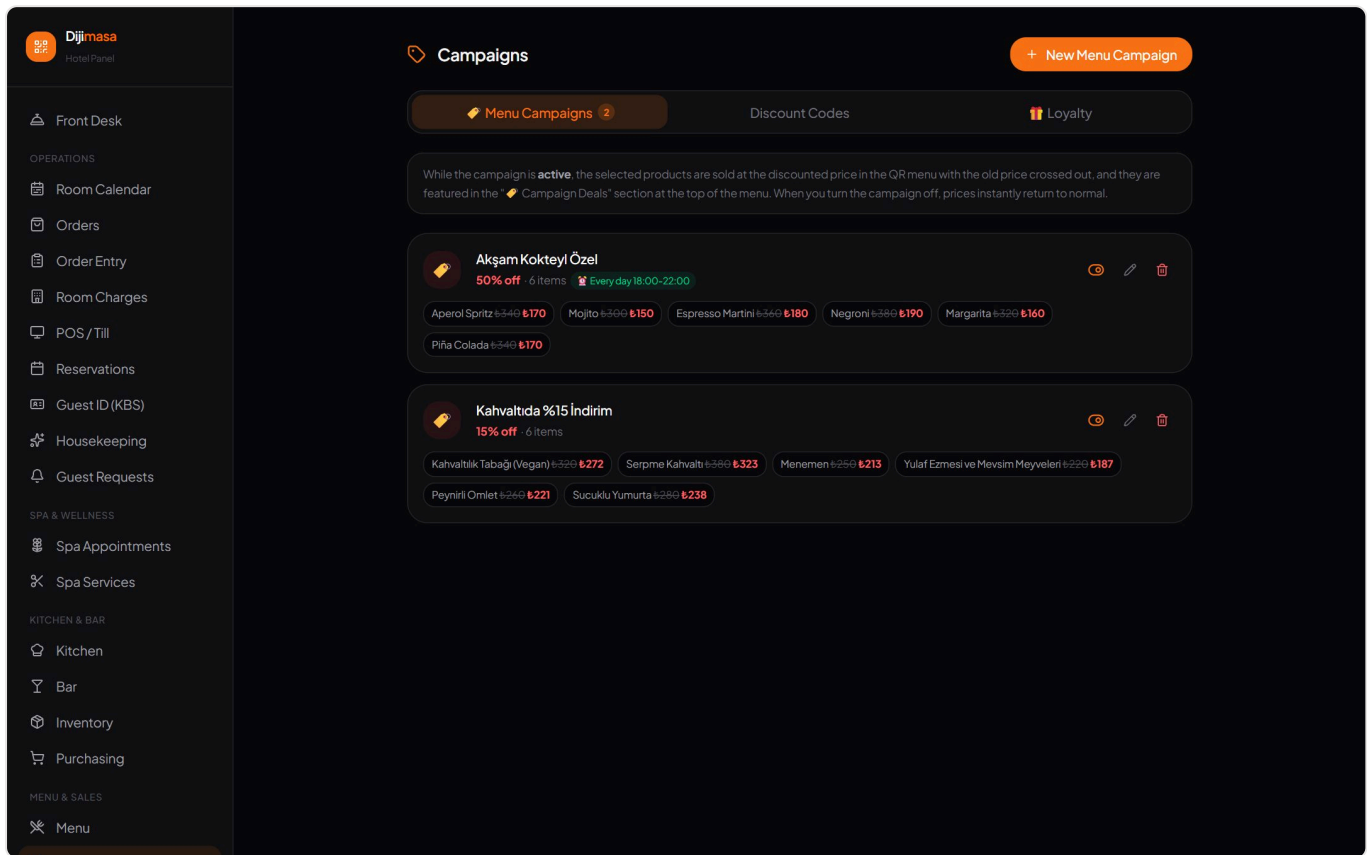
WHAT IS ON THE SCREEN

- **Product Image & Video** Upload JPG, PNG, or WEBP (max 5 MB); optionally an MP4/WEBM short video (max 25 MB) that plays on the product card in the customer menu. An appetizing image drives sales directly.
- **Product Name & Description** Name is required. In the description, write ingredients with gram weights (e.g., 120 g patty, 30 g cheddar); AI reads the same line and estimates calories.
- **Price & Prep Time (Min)** Price is required; prep time shows in the customer menu as estimated wait time.
- **VAT Rate (%)** Leave blank and the region default applies; food and drink rates are auto-selected. For exceptions like alcohol, enter the rate manually; receipt, Z-report, and cash book calculate with this rate.
- **Popular / Available** Popular items get a highlight badge in the menu. Available toggled off hides the product temporarily without deleting; ingredient runs out: one tap off, tomorrow back on.
- **Station** Where this product's order goes: Same as Category, Kitchen, or Bar. Bind drinks to Bar so the bar screen only sees its own tasks.
- **Nutrition & Allergen Info** Calories (manual or via AI), diet flags, and allergen tags; visible in the customer menu's product detail. Details on the next page.
- **Variants / Options** Groups like Size, Doneness, Extra Ingredient are created here; ready templates one-touch, price diff and multi-select configurable; extras reflect instantly in the guest's cart total. Details on the next page.

Tip. If you don't want to type the menu one by one, use the From Photo button top-right: upload a photo of your printed menu, AI turns categories and products into a draft, you just confirm.

22 Campaigns

The screen where you run all your promotions from one place. Featured product deals on the menu, discount codes that knock a fixed amount off the order, and your loyalty program are all set up here. Used by the business owner, and customers see the results on the QR menu.



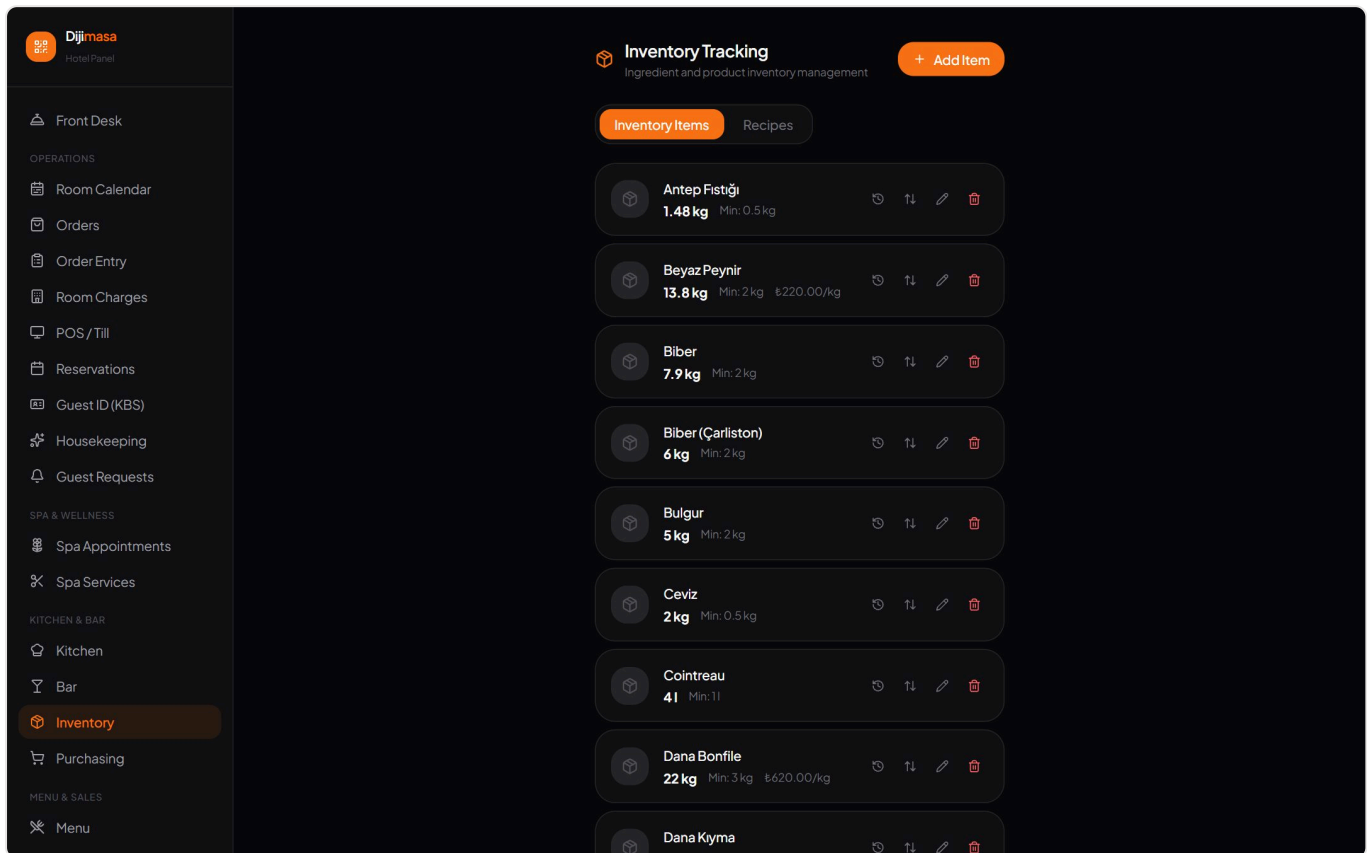
WHAT IS ON THE SCREEN

- **Tabs: Menu Campaigns, Discount Codes, Loyalty**
Switch between the three campaign types, with a badge next to each tab showing how many records it contains.
- **New Menu Campaign** While the campaign is active, the selected products are sold at the discounted price on the QR menu with the old price struck through, and they are featured in the Promotions section at the top of the menu.
- **Discount Type** Three options: Percentage discount, Fixed Price that applies a single price to the selected items, and Bundle that sells 2 or more items together as a single card on the menu at one price.
- **Product Selector** Filter your menu with the "Search product..." box and tick the items to include in the campaign; the new price is previewed live next to each product.
- **Scheduling (Happy Hour)** Pick a day and time window and the campaign turns itself on inside that window and off outside it; no need to open and close it by hand every evening.
- **Start / Stop Campaign** Flip the switch on the card to turn a campaign on or off with a single tap; the moment you switch it off, prices return to normal.
- **New Discount Code** Create an amount-off discount with a code like WINTER20, or leave the code field blank to apply it automatically, with optional minimum order amount and start/end dates.

Tip. Fill your quiet hours with a Happy Hour schedule: for example, set a percentage discount on desserts weekdays between 14:00 and 17:00 and let the system handle the rest.

23 Inventory Tracking

This is the screen where you manage stock levels for your ingredients and products. Every item, from tomatoes and minced meat to bottled drinks, is tracked here, and items running low are highlighted with a red warning. Used by the business owner and the person running the kitchen.



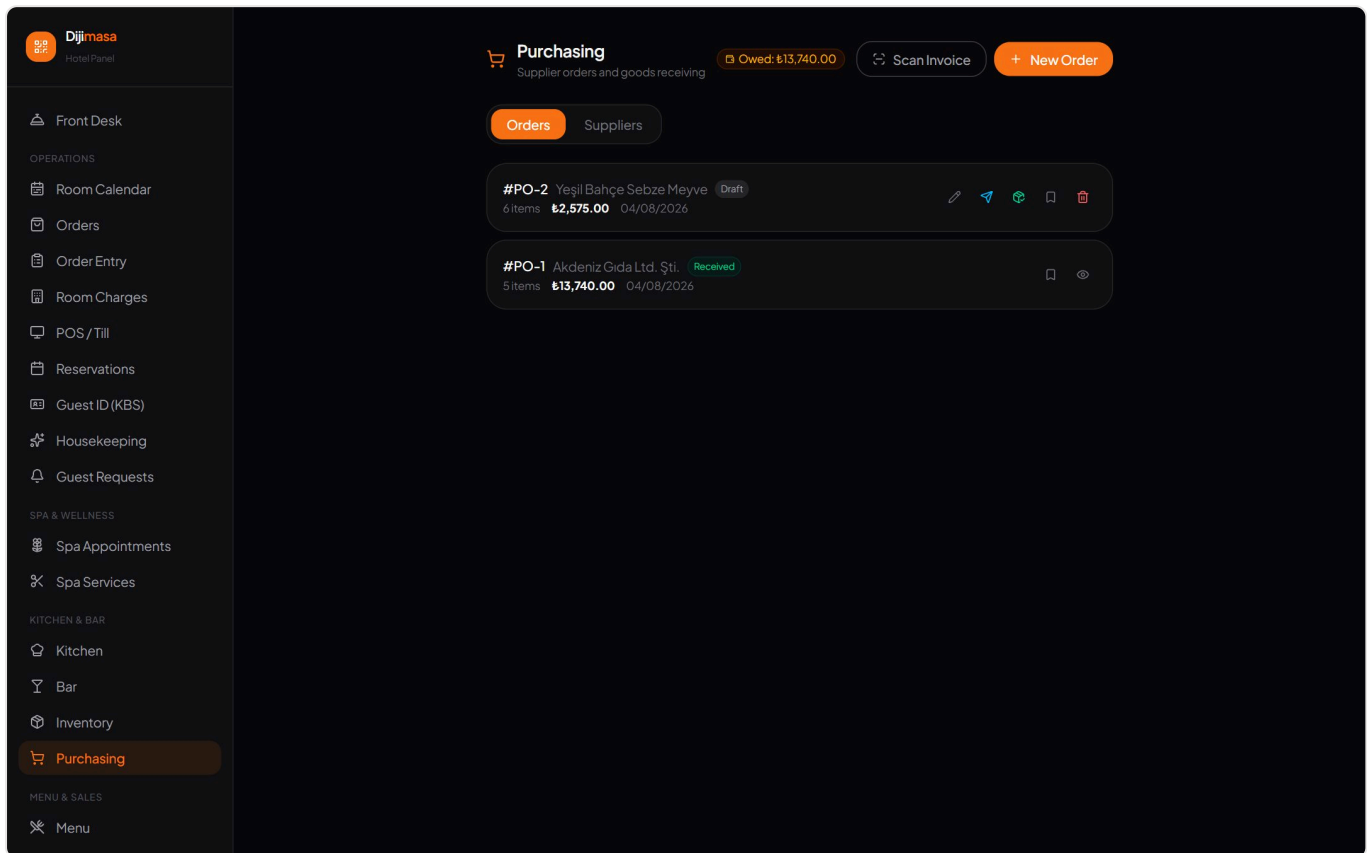
WHAT IS ON THE SCREEN

- **Add Stock Item** Adds a new ingredient or product to the list with its name, unit (piece, kg, g, l, ml, portion, pack), starting quantity, critical level, unit cost and unit calorie information.
- **Stock Items / Recipes tabs** The Stock Items tab lists the ingredients you have on hand; the Recipes tab lets you define how much of each ingredient goes into every menu item.
- **Critical level alert** Items whose quantity drops below the threshold you set get a red "Critical level" tag, and the page header also shows a badge with how many items are at critical level.
- **Adjust Stock** After a new delivery, waste or stocktake, enter a positive or negative change with a note and update the current stock in a single step.
- **Movement History** Lists every incoming and outgoing entry for an item with date, quantity, reason and linked order number, so you can trace exactly where your stock went.
- **Recipe Editor** Define the ingredients and quantities for a menu item with "Add Ingredient"; the screen shows the recipe cost right next to the sale price, and those ingredients are automatically deducted from stock at the moment of sale.
- **Estimate unit calories with AI** Looks at the ingredient's name and unit and fills in the calorie value using AI; the menu calorie for recipe-based items is also calculated automatically when saved.

Tip. Enter a unit cost for every ingredient; the recipe screen will show you exactly what each dish costs you, right next to its sale price.

24 Purchasing

The screen for managing your supplier orders and goods receipts. Before stock runs out, the panel alerts you and prepares the order itself; when goods arrive, stock, cost, and supplier debt update in one step. Used by the owner and manager.



WHAT IS ON THE SCREEN

- **Orders / Suppliers Tabs** The Orders tab lists all purchases with status Draft, Sent, Partial Delivery, Fully Received; the Suppliers tab shows company cards, contact info, and debt status.
- **Price Spike Banner** When a purchase price rises more than 5%, an orange banner highlights the ingredient: which product's margin dropped how much and what new sale price would hold the old margin, all pre-calculated.
- **New Order + Add Critical Stock** The Add Critical Stock button in the order form looks at your consumption rate, fills the 14-day need with quantity and last purchase price automatically; weekend peaks are factored in.
- **Send** The order list goes as a branded email or a pre-written WhatsApp message to the supplier; they don't need Dijimasa. Phoned it in? One-touch mark as sent.
- **Goods Receipt** Enter delivered quantity and invoice price; stock increases, unit cost updates via weighted average, amount posts as debt to supplier account. Short deliveries stay as Partial Delivery open; receive the rest later.
- **Save as Template** Weekly routine orders (butcher list, beverage order) saved as templates; on a new order, one touch fills it.
- **Payment & Supplier Movements** Payments to suppliers reduce the debt; cash payments post to the open till session as an expense. The full purchase and payment history stays on the card.

Tip. The morning briefing and the Dijimasa Assistant also suggest orders: tell the Assistant "Order 3 kg cheddar from Anadolu Foods" and it creates the draft with your approval.

SECTION 5

Finance and Reports

The money side, starting from the nightly accrual and the night report and running through sales analysis, profitability, the cash book, open tabs and invoices.

25 Night Audit

26 Analytics

27 Profitability

28 Accounting Integration

25 Night Audit

Every night at 04:00 (property's time zone) the day closes automatically: each in-house room is charged that night's accommodation rate, no-show reservations are marked as "no-show", and the day's figures are recorded here. Cards: occupancy rate, average daily rate (ADR), room revenue, lodging tax. Below, a day-by-day table (collections, number of postings, no-shows). The "Close yesterday now" button runs the night audit manually; running it twice does not post charges twice. The bottom card holds lodging tax settings: accommodation VAT rate and tax mode, either a percentage of the net amount (2% in Turkey) or a fixed per-person, per-night amount (Kurtaxe in Germany). This tax is not mixed with VAT; it appears as its own line in the Z-report and the cash journal.

Night Report
Every night at 4:00 AM (property timezone) the day closes automatically: each occupied room gets its nightly lodging charge, no-arrivals become no-shows, and the day's metrics land here.

09.08.2026 night

Close yesterday now

Summary cards:

- Occupancy: 6/12 · %50
- Avg. nightly (ADR): 3,400.00 ₺
- Room Revenue: 3,400.00 ₺
- Lodging Tax: 61.82 ₺

NIGHT	OCCUPANCY	ROOM REVENUE	ADR	LODGING TAX	COLLECTED	CHARGES	NO-SHOW
09.08.2026	6/12 %50	3,400.00 ₺	3,400.00 ₺	61.82 ₺	0.00 ₺	1	1
08.08.2026	6/12 %50	3,400.00 ₺	3,400.00 ₺	61.82 ₺	0.00 ₺	1	—
07.08.2026	6/12 %50	3,400.00 ₺	3,400.00 ₺	61.82 ₺	0.00 ₺	1	—
06.08.2026	6/12 %50	5,800.00 ₺	2,900.00 ₺	105.46 ₺	0.00 ₺	2	—
05.08.2026	6/12 %50	5,800.00 ₺	2,900.00 ₺	105.46 ₺	4,146.64 ₺	2	1
04.08.2026	6/12 %50	5,800.00 ₺	2,900.00 ₺	105.46 ₺	5,956.64 ₺	2	—
03.08.2026	5/12 %41.7	2,400.00 ₺	2,400.00 ₺	43.64 ₺	0.00 ₺	0	—

Lodging tax settings
Applied to nightly charges. Separate from VAT; shown as its own line on the Z report and cash book.

Lodging VAT %: 10

Tax mode: Percent of VAT-exclusive rate

Tax %: 2

Save

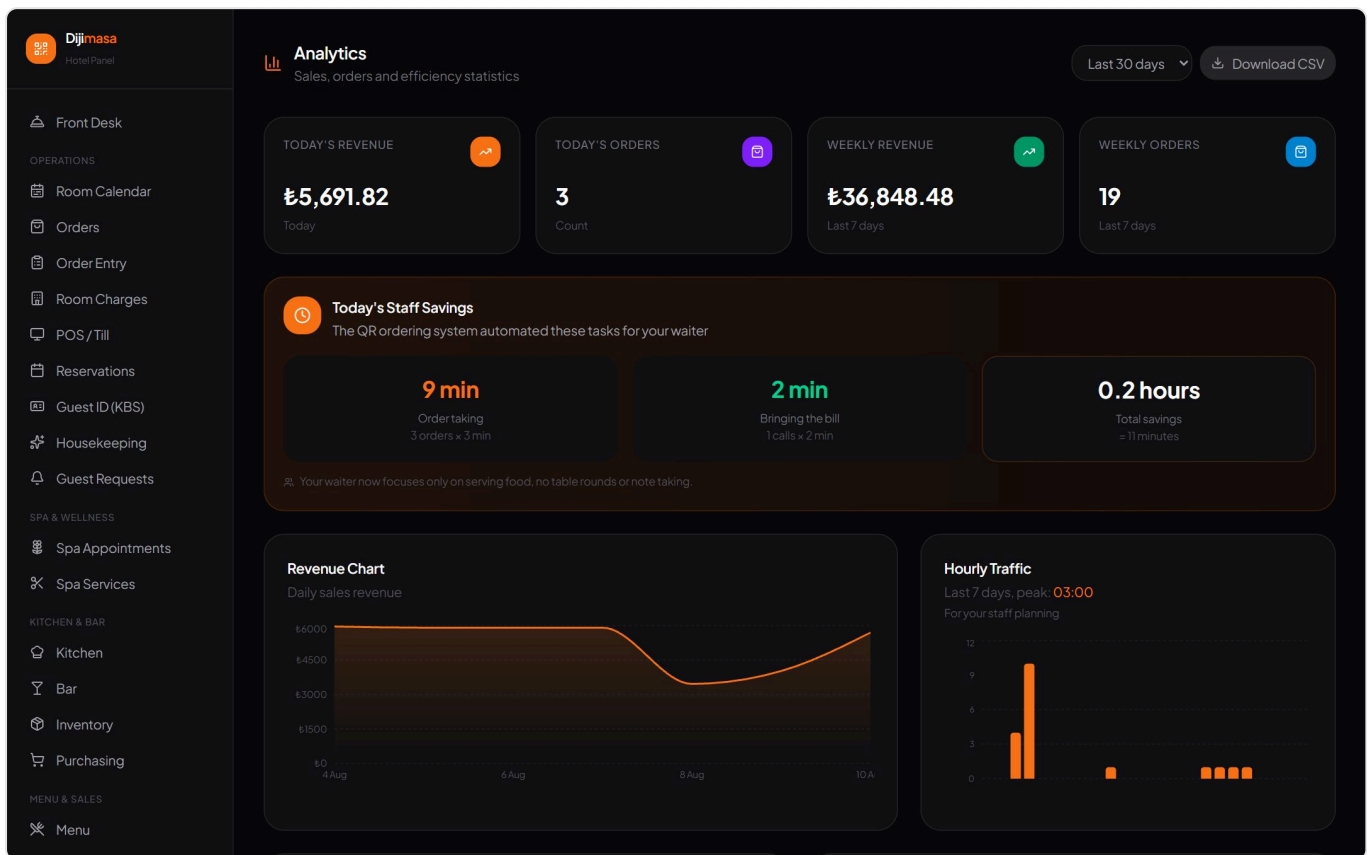
WHAT IS ON THE SCREEN

- **Summary cards** Occupancy, ADR, room revenue and lodging tax are summarized for that night across four cards.
- **Daily table** Each row is one night: date, occupancy, room revenue, ADR, lodging tax, collections, number of postings, no-show count.
- **Close yesterday now** Triggers the night audit manually; if the system has already run it, a second run will not post charges again.
- **Lodging tax settings** VAT rate and tax mode (percentage or fixed per-person amount) are entered; this is separate from VAT and sits on its own line in the Z-report.
- **Tax mode selection** Options include a percentage of the net amount for Turkey (default 2%) and a fixed per-person, per-night amount for Germany (Kurtaxe).

Tip. Don't mix lodging tax with VAT; set it up once and let the night audit calculate it on its own line every day.

26 Analytics

The reporting page that shows your business's sales pulse on a single screen. Revenue, order count, peak hours and best-selling items are all gathered here. Business owners and managers track daily and weekly performance from this view.



WHAT IS ON THE SCREEN

- **Summary cards** Shows today's Revenue, today's Orders, weekly Revenue and weekly Orders at the top, all at a glance.
- **Date range and CSV download** Pick Last 7 days, Last 30 days, Last 90 days or Last 1 year from the menu on the top right; the CSV Download button exports the same data as a file you can open in Excel.
- **Today's Staff Savings** Calculates in minutes the workload your QR ordering system takes off your waiters, adds up order-taking and bill-delivery times and shows the daily total savings in hours.
- **Revenue chart** Plots daily sales revenue for the selected period on a line chart, so you can instantly see which days performed well and which fell flat.
- **Hourly busyness** Breaks down the last 7 days of orders by hour and flags the peak hour, so you can read off how many staff you need at any given time for scheduling.
- **Sales by category** Shows how revenue is split across categories (drinks, mains, etc.) as a pie chart with percentages.
- **Table performance** Ranks each table by how many orders and how much revenue it generated, revealing your most profitable tables.
- **Best-selling items** Sorts items by units sold, showing each item's quantity and the revenue it brought in side by side.

Tip. Plan your shifts around the peak hour shown in the Hourly Busyness chart and you'll never be short-staffed at busy times or over-staffed during quiet ones.

27 Profitability

The screen that shows which items are actually making you money. It calculates product margins for the last 30 days based on your recipe costs. Used by the business owner when setting menu prices and costs.

Profitability
Product margins by recipe cost (last 30 days)

Revenue: ₺0 | Cost: ₺0 | Margin: ₺0 | Margin %: —

[Comment with AI - 3 tips](#)

Items without a recipe/cost
Their margin can't be computed. Add a recipe from Inventory > Recipes.

Adana Kebap - 2x | Tavuk Şnitzel - 1x | Kalamar Tava - 1x | Aperol Spritz - 1x | Serpme Kahvalt - 1x | Karşık Meze Tabagı - 1x | Mojito - 1x | Çikolatalı Sufle - 1x | Tiramisu - 1x | Künefe - 1x | Su 0.5L - 4x | Çoban Salatası - 1x | Patates Kızartması - 1x | Portakal Suyu - 1x | Kola - 1x | Kola - 1x | Filtre Kahve - 1x | Ayran - 1x | Türk Kahvesi - 1x | Gazoz / Su / Meyve Suyu - 1x | Maden Suyu - 1x | Çikolata | Ton Balıklı Salata | İhlamur Çayı | Menemen | Espresso Martini | Dana Bonfile | Yulaflı Ezmesi ve Meysim Meyveleri | Sütlaç | Peynirli Omlet | Sezar Salata (Tavuklu) | Vegeteryan Lazanya | Urfa Kebap | Kahvaltılık Tabagı (Vegan) | Piña Colada | Çay (Demli) | Izgara Köfte | Meyve Suyu | Sebzeli Güveç | Salep | Margarita | Tavuk Şiş | Kuru Fasulye ve Pilav | Kuzu Şiş | Sıcak Çikolata | Bruschetta | Negroni | Kremalı Mantarlı Tavuk | Karışık Kuruyemiş | Maden Suyu | Akdeniz Salatası | Garlic Bread | Hamsi Tava (Mevsimlik) | Meyve Tabagı | Sigara Böreği | Sucuklu Yumurta

Ingredient Price Simulator
See how affected products' margins change when you change an ingredient's unit cost (not saved).

Pick an ingredient | New unit cost | Calculate

WHAT IS ON THE SCREEN

- **Summary cards** Shows Revenue, Cost, Margin and Margin % at the top; the margin percentage turns red when low, yellow when average and green when healthy.
- **Interpret with AI - 3 suggestions** With one click, the AI reads your margin table and writes out 3 concrete suggestions to boost profitability.
- **Items to watch** Separately lists high-volume items with low margins and items that aren't selling at all, telling you where to look first.
- **Product margins table** Lists Quantity, Revenue, Unit Cost and Margin columns for every product, with the margin shown in colour code.
- **Items without a recipe/cost** Collects products whose margin can't be calculated and asks you to clear the list by adding recipes under Inventory > Recipes.
- **Ingredient price simulator** Pick an ingredient and enter a new unit price; the Calculate button shows the current and new margins of every product that uses it side by side, without saving anything.

Tip. When your supplier announces a price hike, try the new price in the Ingredient Price Simulator first to see which products' margins will shrink, then update your menu prices accordingly.

28 Accounting Integration

This screen transfers paid orders to your accounting software and prepares the reports you'll hand over to your accountant. If you use Logo Tiger or Mikro, you sync sales with a single click; if you don't, you simply download CSV files and open them in Excel. Used by the business owner or whoever handles accounting.

Diji masa
Hotel Panel

Accounting Integration
Order synchronization and staff activity log

Accounting Activity Log

No accounting software connected
To connect, enter your Logo Tiger or Mikro API credentials in **Settings → Accounting**. Without an API connection, synchronization runs **in test mode**.

Date Range

Start: 03.08.2026 End: 10.08.2026 Preview

16 paid orders **34,058.48 €**

#b6a348a2	10.08.2026 00:10	Oda 201	3,461.82 €
#c8c188d6	09.08.2026 00:10	Oda 201	3,461.82 €
#5c4bc113	08.08.2026 00:10	Oda 201	3,461.82 €
#8ec0155f	07.08.2026 00:10	Oda 104	2,443.64 €
#8f9ab1d1	07.08.2026 00:10	Oda 201	3,461.82 €
#r6a026a19	06.08.2026 00:10	Oda 104	2,443.64 €

Sync 16 orders

Cash Book (CSV)
Monthly cash book for your accountant: day-by-day gross revenue, payment method breakdown, refunds, discounts and per-rate VAT. Compatible with Excel and DATEV import.

August 2026 Download DATEV Purchases (EXTF)

WHAT IS ON THE SCREEN

- **Accounting / Transaction Logs tabs** Switch between the order transfer screen and the log of actions performed by staff on the panel using the two tabs at the top.
- **Connection status bar** Shows whether your accounting software is connected; if not, it prompts you to enter your API details under Settings → Accounting, and until then sync runs in test mode.
- **Date Range and Preview** Pick a Start and End date and hit Preview to see the number of paid orders in that range, the total amount, and the order list.
- **Sync button** Transfers the orders shown in the preview to your accounting software with a single click, and the result box shows how many orders were transferred or any errors that occurred.
- **Cash Book (CSV)** Pick a month and hit Download to get a monthly cash book for your accountant, with day-by-day revenue, payment method breakdown, refunds, discounts, and VAT summary.
- **Download Report (CSV)** The Sales Report button downloads sales for the selected date range, and the Customer Tabs button downloads the current list of credit accounts as an Excel-ready file.
- **Connection Guide** Briefly explains which details are required to connect Logo Tiger and Mikro.

Tip. Even if you don't have an accounting program, download the Cash Book file at the end of the month and send it to your accountant; you'll skip the hassle of preparing reports by hand.

SECTION 6

Management

Team accounts, the shift plan, printers, branches and your subscription. You set it up once and simply run it afterwards.

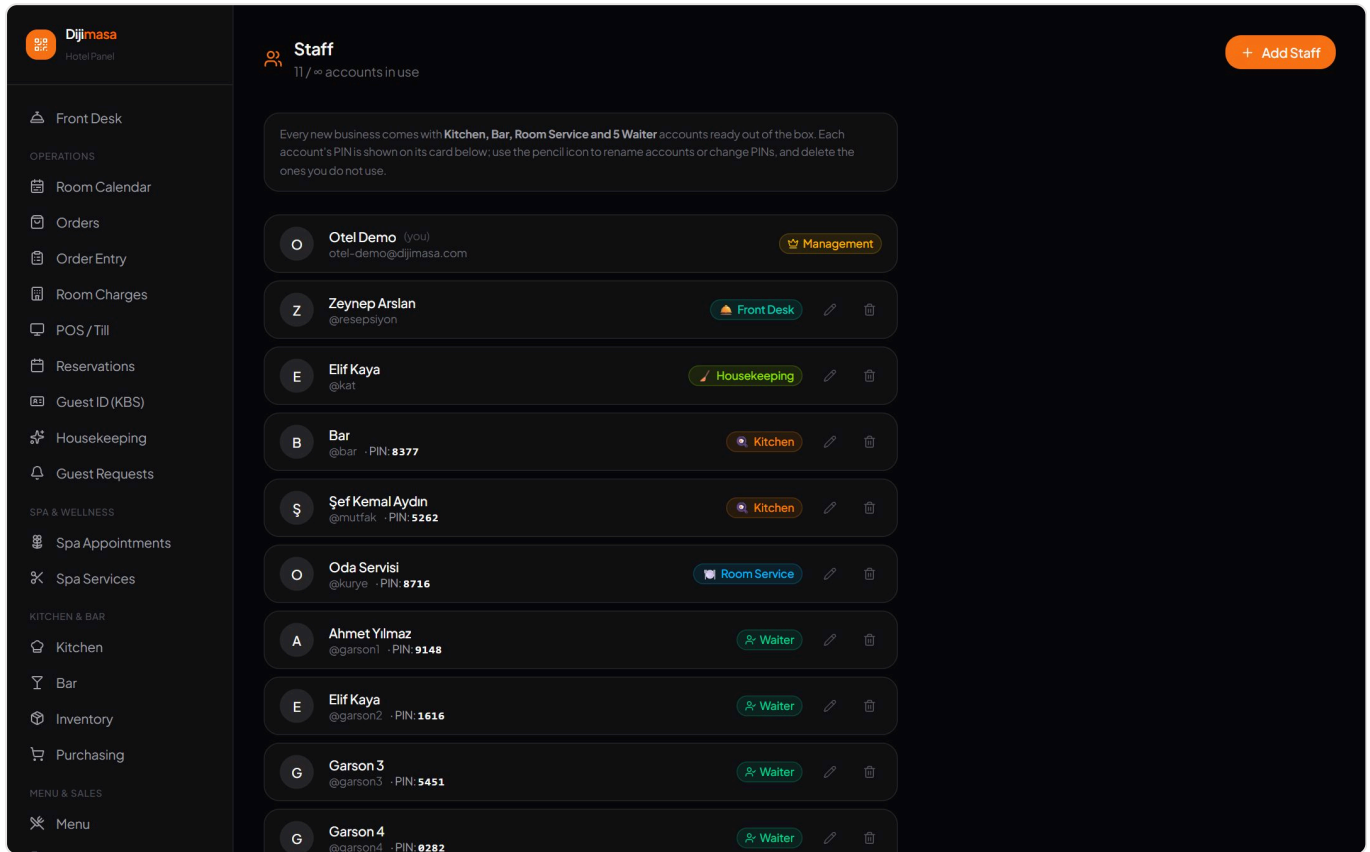
29 Staff

30 Shifts & Performance

31 Printers

29 Staff

Manage your team's panel accounts from this screen. Waiter, kitchen, courier and chef accounts log in with a username and a 4-digit PIN, while manager accounts use email and password. This screen is for the business owner; at the top you can see how many accounts you're using and your plan limit.



WHAT IS ON THE SCREEN

- **Add Staff** The orange button in the top-right opens the new account form. If you've hit your plan limit, the button is disabled and an upgrade prompt appears.
- **Ready-made accounts info box** Reminds you that every new business comes with Kitchen, Bar and 5 Waiter accounts pre-set up, with the PINs printed on the cards.
- **Staff cards** Each card shows the name, username or email, the PIN (if it hasn't been changed) and a coloured role badge (Management, Manager, Waiter, Kitchen, Courier, Chef).
- **Pencil icon (Change name / PIN)** The window that opens has Full Name and New PIN / New Password fields; leave them blank if you don't want to change them.
- **Trash icon** Removes an account you no longer use from the list. Management accounts cannot be deleted.
- **Role selection (in the add form)** Pick one of the Waiter, Kitchen, Courier, Chef or Manager roles. Roles that have hit their quota appear disabled in the list.
- **Username and PIN fields** For waiters, kitchen, couriers and chefs, set a lowercase username and a 4-digit PIN; no email required.

Tip. Rename the pre-set accounts to match your team using the pencil icon, then read the PIN off the card and share it with your staff; that's all it takes.

30 Shifts & Performance

The weekly shift schedule, daily clock-in/out tracking and per-staff sales performance all come together on a single screen. Used by the business owner or manager. Who is working on which day, how many hours they put in, how much revenue they generated; you'll find all the answers to these questions right here.

Diji masa Hotel Panel

Shifts & Performance
Weekly shift schedule and per-staff sales performance.

Schedule Time Clock Performance

< 10 Aug - 16 Aug > This week

Staff: Day: Mon 10/08 Start: 09:00 End: 17:00 Note: + Add Shift

MON 10/08	TUE 11/08	WED 12/08	THU 13/08	FRI 14/08	SAT 15/08	SUN 16/08
Garson 3 07:00-15:00 Kahvaltı servisi	Garson 3 07:00-15:00 Kahvaltı servisi	Garson 3 07:00-15:00 Kahvaltı servisi	Zeynep Arslan 08:00-16:00 Ön büro	Garson 3 07:00-15:00 Kahvaltı servisi	Garson 3 07:00-15:00 Kahvaltı servisi	Ahmet Yılmaz 10:00-20:00 Spa
Zeynep Arslan 08:00-16:00 Ön büro	Zeynep Arslan 08:00-16:00 Ön büro	Zeynep Arslan 08:00-16:00 Ön büro	Elif Kaya 09:00-17:00 Kat hizmetleri	Zeynep Arslan 08:00-16:00 Ön büro	Elif Kaya 09:00-17:00 Kat hizmetleri	Garson 5 11:00-19:00 Havuz bar
Elif Kaya 09:00-17:00 Kat hizmetleri	Elif Kaya 09:00-17:00 Kat hizmetleri	Elif Kaya 09:00-17:00 Kat hizmetleri	Şef Kemal Aydın 10:00-19:00 Mutfak	Elif Kaya 09:00-17:00 Kat hizmetleri	Garson 5 11:00-19:00 Havuz bar	Oda Servisi 12:00-22:00 Oda servisi
Şef Kemal Aydın 10:00-19:00 Mutfak	Şef Kemal Aydın 10:00-19:00 Mutfak	Ahmet Yılmaz 10:00-20:00 Spa	Garson 5 11:00-19:00 Havuz bar	Şef Kemal Aydın 10:00-19:00 Mutfak	Oda Servisi 12:00-22:00 Oda servisi	Garson 4 15:00-23:00 Akşam servisi
Ahmet Yılmaz 10:00-20:00 Spa	Oda Servisi 12:00-22:00 Oda servisi	Şef Kemal Aydın 10:00-19:00 Mutfak	Oda Servisi 12:00-22:00 Oda servisi	Ahmet Yılmaz 10:00-20:00 Spa	Zeynep Arslan 16:00-00:00 Ön büro, akşam	Zeynep Arslan 16:00-00:00 Ön büro, akşam
Oda Servisi 12:00-22:00 Oda servisi	Garson 4 15:00-23:00 Akşam servisi	Garson 5 11:00-19:00 Havuz bar	Garson 4 15:00-23:00 Akşam servisi	Oda Servisi 12:00-22:00 Oda servisi		
Garson 4 15:00-23:00 Akşam servisi		Oda Servisi 12:00-22:00 Oda servisi		Garson 4 15:00-23:00 Akşam servisi		

WHAT IS ON THE SCREEN

- **Schedule / Timesheet / Performance tabs** Use these tabs to switch between the three sections of the screen.
- **Week navigation arrows and This week** Use the arrow buttons to jump to the previous or next week, and the This week button to jump back to today.
- **Add Shift form** Select or type a staff member, pick the day and the Start and End times, optionally add a note, and place the shift on the schedule.
- **Weekly schedule** In the 7-day table from Monday to Sunday, each staff member's shift appears as a time range and can be deleted with the X.
- **Clock In button (Timesheet)** When a staff member starts their shift, their name is selected and the green button is pressed; while they are working, the entry shows an On Shift label with a running timer.
- **Clock Out button and Today's total** When the shift ends, Clock Out is pressed, the system calculates the duration and displays the day's total working hours at the top.
- **Performance table** Shows per-staff Orders, Revenue, Number of Payments, Collected and Hours columns for the date range you select, with a Total row at the bottom.

Tip. In the Performance tab you see revenue side by side with hours worked, making it easy to set up bonuses or plan shifts accordingly.

31 Printers

Kitchen tickets and receipts drop onto paper on their own; no need for the waiter to close a print dialog after every order. Setup takes three steps: connect the printer to the network, add it here, then paste the address it gives you into the "CloudPRNT / Server URL" field on the device's settings screen. No software to install on a computer, no ports to open, no static IP required. The printer connects to the server by itself, so it works anywhere you have internet. You can define multiple printers: one for the kitchen, one for the bar, one for the till. If the paper runs out, tickets don't disappear; they wait in the queue and print as soon as the printer is back.

WHAT IS ON THE SCREEN

- **Add Printer** Give it a name, choose the type (station ticket or receipt), and if it's a station ticket, specify which screen it's tied to and the paper width (58mm or 80mm).
- **Check-in address** Each printer has its own private address. This is the only thing you paste into the device's settings screen. If the address falls into the wrong hands, hit "Refresh Address" to invalidate it instantly.
- **Test Print** Confirms the setup is correct. The ticket prints a ruler: the first number you cut off on the paper tells you straight away what the paper width setting should be. Turkish and German characters are also checked on this ticket.
- **Online indicator** A green dot means the printer is currently connected; a grey dot means the device has gone quiet. The last-seen time is also shown; if a ticket isn't printing, this is the first place to look.
- **Auto-print toggle** When on, new orders and closed bills print automatically. Turning it off doesn't stop printing entirely; the manual "reprint" path keeps working.
- **Recent Prints** This is where you'll find the answer to any "it didn't print" complaint. If the job never existed, the printer isn't defined; if it's waiting in the queue, the device isn't connecting; if it was sent but not acknowledged, the paper has run out. Every row has a retry button.
- **No prices on kitchen tickets** Station tickets show the item, quantity, portion note and table info; no totals. The kitchen team has no business with prices, and seeing totals on the ticket leads to mistakes during service.

Tip. Set up separate printers for the kitchen and the bar. Since products are already tied to stations, each ticket only carries the work for its own team; nobody has to scan the list for their line.

SECTION 7

Settings

The page where you set up your property's identity and every sales channel. Let us go card by card: each heading is a single switch, and each switch adds something new to your property.

32 Settings: Business Identity

33 Settings: Kiosk and Screen Menu

34 Settings: Pay-at-the-Table via QR

35 Settings: Phone, Courier and WhatsApp

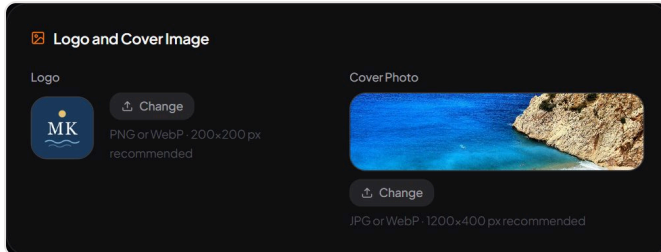
36 Settings: Region, Languages and Appearance

37 Settings: Reviews & Waiter Login

38 Settings: Accounting & Links

32 Settings: Business Identity

The first thing your customer sees is your brand. Upload your logo and cover photo here, and manage your name, phone and address details from a single place; this identity is used everywhere from the menu to the receipt.



Logo and Cover Image

Logo

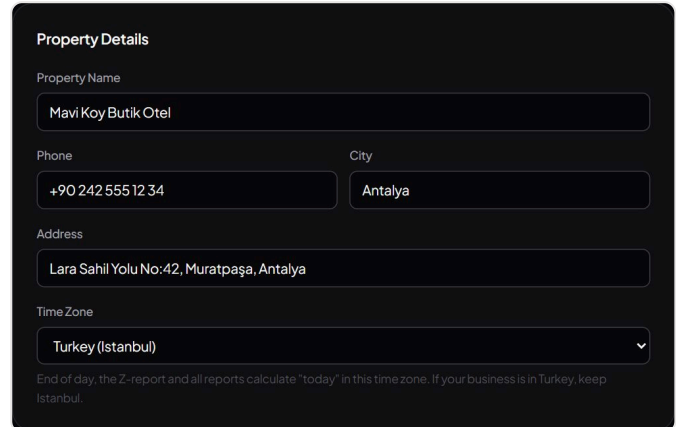
 [Change](#)

PNG or WebP · 200x200 px recommended

Cover Photo

 [Change](#)

JPG or WebP · 1200x400 px recommended



Property Details

Property Name

Phone

City

Address

Time Zone

End of day, the Z-report and all reports calculate "today" in this time zone. If your business is in Turkey, keep Istanbul.

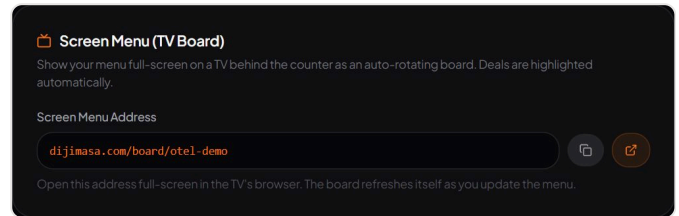
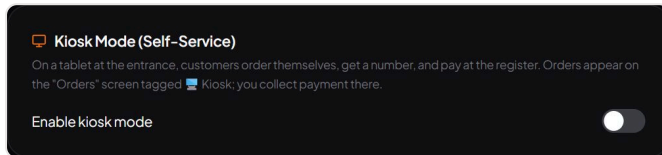
WHAT IS ON THE SCREEN

- **Logo & Cover Image** The logo and cover photo shown on the customer menu and order pages; recommended dimensions are listed below the field.
- **Property Details** Name, phone, city and address; used exactly as entered on reservation confirmations and receipts.
- **Time Zone** End-of-day, Z-report and all reports calculate today based on this time zone.

Tip. A high-quality cover photo is the appetizing showcase of your menu; worth uploading on day one.

33 Settings: Kiosk and Screen Menu

The same menu also runs in two more places inside the property: a self-service kiosk in the lobby and a television board in the restaurant and bar area. Both are activated with a single switch, the address and QR code are provided ready to use, and there is no extra device or additional licence fee.



WHAT IS ON THE SCREEN

- **Kiosk Mode (Self-Service)** Open the kiosk address in full screen on a tablet in the lobby or by the pool; the guest places the order themselves, takes a queue number, and completes the payment at the till.
- **Screen Menu (TV Board)** Open the address in the browser of the television; the menu plays as automatically rotating slides, and the board updates as soon as a price or item changes.

Tip. The link for both channels is available instantly through the copy and QR buttons on the card; you can print the QR and place it by the pool or in the lobby.

34 Settings: Pay-at-the-Table via QR

Customers pay from their phone without waiting for the waiter or leaving the table. The money lands directly in your own PayTR account with no middleman; Dijimasa takes no commission, so the earnings stay at the table.

WHAT IS ON THE SCREEN

- **Store details** Enter your PayTR store ID, password and secret key once; step-by-step instructions sit at the top of the card.
- **Save Keys and Test the Connection** The feature won't go live until the system validates your keys, so you won't face any surprises in front of customers from a wrong entry.
- **Turn on pay-at-the-table** Once the test passes, flip a single switch to go live; a Pay by Card button appears on the QR menu.

Tip. Customers can pay the full bill or just their share, and add a 5%, 10% or 15% tip.

35 Settings: Phone, Courier and WhatsApp

Three handy helpers for businesses that take orders by phone: Caller ID that recognises the calling customer, an integration that hands over jobs to an external courier company with a single tap, and an AI agent that turns WhatsApp messages into orders. The morning briefing also drops yesterday's summary into your inbox every day.

Integrations

Caller ID (incoming calls) Enable Caller ID ☐

Matches the incoming phone number to a saved customer when the phone rings. Your Netgsm/CTI account must call the webhook below on an incoming call.

Enable Caller ID first to test and get the webhook.

External Courier

Your courier firm (Fiyuu/MaxiJett/SepetTakip etc.) pulls your pending deliveries and posts status updates. Picking a provider generates a key for you to hand to your firm.

Provider

None ▼ Save

Pick and save a provider first.

WhatsApp order agent Enable WhatsApp agent ☐

Customers order delivery or book a table from WhatsApp; the AI chats from your menu and creates the order. You connect your own Meta WhatsApp number.

Enable the WhatsApp agent first to test and get the webhook.

Hotel PMS / Mews: room charges and the PMS webhook are configured under Hotel settings. A live Mews link needs a Mews Connector API key (external).

WHAT IS ON THE SCREEN

- **Caller ID (incoming call)** When a registered customer calls, their name and address pop up on screen, so you can open the order in seconds.
- **External Courier** Pick a courier provider such as Paket Servisi Pro or MNG SepetTakip and enter your key; delivery orders are forwarded to the company with a single tap.
- **WhatsApp order agent** Connect your Meta WhatsApp account; the customer's written order is turned into a ticket by AI, and you just confirm it.
- **Morning AI Briefing** Every morning at 08:00, yesterday's revenue, top sellers and a critical stock summary land in your inbox.

Tip. For Caller ID and WhatsApp, the instructions at the top of each card walk you through the account details you need step by step.

36 Settings: Region, Languages and Appearance

Let your menu speak your customers' language. English is free alongside your main language; extra languages are translated by AI. Your currency comes from your region, and you choose your brand colour.

Region & Currency

Türkiye

Currency: ₺ (TRY)

 Locked

The region is chosen at signup and determines the currency of all prices. To change your region, [contact us](#).

Menu Languages

The customer menu is offered in your primary language + English for free. Translations are prepared for you; press "Translate" after changing your menu.

Primary Language (the language you enter your menu in)

Turkish

 Locked

The primary language is set at signup and locked. Contact us to change it.

English free

58/65 translated

 Translate (7)

Extra Languages (paid)

 German

 French

 Arabic

 Russian

 Spanish

 Italian

 Dutch

Extra languages such as Russian or Arabic are unlocked with a one-time fee per language. Contact us to enable them.

Appearance

Primary Color



#1B3A5C



This color will be used in the customer menu

WHAT IS ON THE SCREEN

- **Region & Currency** Your region is set during sign-up, and all prices run in that region's currency.

- **Menu Languages** Whenever you make changes to the menu, translations are updated with the Translate button; the number of missing translations is shown at the top of the card.
- **Appearance** Pick your main colour from the palette; the customer menu, kiosk and TV board all take on your brand colour.

Tip. If you're in a tourist area, investing in extra languages pays for itself in the first season; the menu introduces itself to English- and German-speaking customers.

37 Settings: Reviews & Waiter Login

Send happy customers straight to your review page, give your team a PIN-free fast login, and issue invoices right from the dashboard. Three small cards, three big headaches gone.

Integrations

Google Review Link

A review link is shown to the customer after ordering

TripAdvisor Review Link

A TripAdvisor review link is shown to the customer after ordering

Waiter Login

Give this code to your waiters. dijimasa.com/giris → Waiter tab

Property Code

Copy

e-Archive Invoice (GIB)

Edizgi or Uyumsoft integration. Runs in test mode without an API key.

Provider

Save

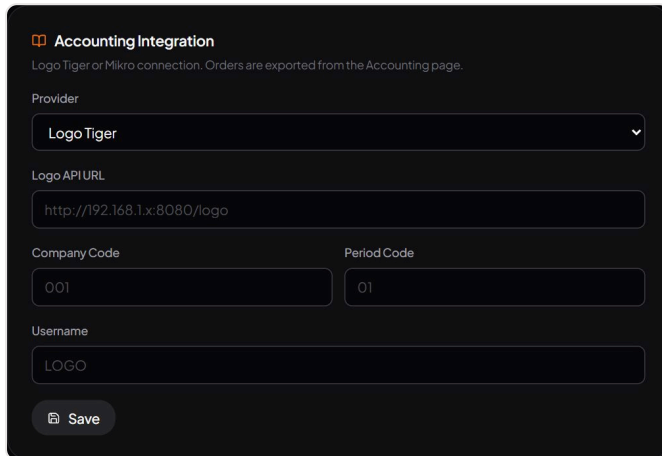
WHAT IS ON THE SCREEN

- **Integrations (review links)** Add your Google and TripAdvisor review links; after a successful order, a satisfied customer is taken to your review page with a single tap.
- **Waiter Login** Set your business code; your staff logs in from dijimasa.com/giris with this code and PIN in seconds.

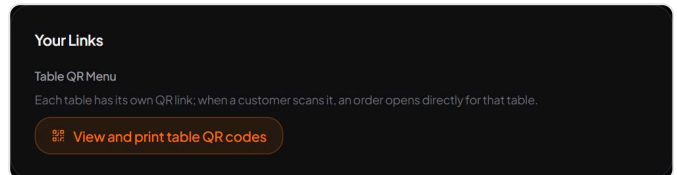
Tip. Adding your review links takes five minutes, but their impact on your Google rating keeps working for months.

38 Settings: Accounting & Links

Manually moving end-of-day numbers into your accounting software becomes a thing of the past. Set up your Logo Tiger connection once, and sales flow into accounting on their own; all your customer-facing page links live in the same place too.



The screenshot shows the 'Accounting Integration' settings page. At the top, there's a title 'Accounting Integration' with a small icon, followed by a subtitle 'Logo Tiger or Mikro connection. Orders are exported from the Accounting page.' Below this, there are several input fields: 'Provider' with a dropdown menu showing 'Logo Tiger', 'Logo API URL' with the text 'http://192.168.1.x:8080/logo', 'Company Code' with the text '001', 'Period Code' with the text '01', and 'Username' with the text 'LOGO'. At the bottom left, there is a 'Save' button with a floppy disk icon.



The screenshot shows the 'Your Links' settings page. It has a title 'Your Links' and a subtitle 'Table QR Menu'. Below the subtitle, there is a description: 'Each table has its own QR link; when a customer scans it, an order opens directly for that table.' At the bottom, there is a button labeled 'View and print table QR codes' with a small QR code icon.

WHAT IS ON THE SCREEN

- **Accounting Integration** Select Logo Tiger as your provider; enter the API address, company and period codes, and user credentials, and sales are transferred automatically.
- **Your Links** Your menu, order, kiosk and dashboard addresses in one list; copy and place them wherever you like.

Tip. If your accountant knows the API details, setup takes no longer than ten minutes.



Dijimasa

We are here to add value to your business.

Questions? dijimasa.com

From setup to your first day, we are by your side.