

You will learn:

- How to activate automated assigning meals to reservation window.

Attention! Meals will be automatically assigned only in case of reservations settled by a rate plan. The remaining settlement types (Room rate per night and rate per person/night) require you to insert meals manually. Configuration can be set for three meals maximum.

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1. Assigning synchronization symbols to meals

Step 1. Head to Tools > Configuration > Meals.

Step 2. Edit a meal you want to be assigned automatically to reservations.

Step 3. In the "Synchronization symbol" select a name of your meal.

Example:

Meal name: Deluxe Breakfast

Synchronization symbol: Breakfast

Step 4. Save changes.

Repeat steps 2-4 for two remaining meals (if you want to use them).

Configuration

Name	Quantity
Breakfast	1,0000
Lunch	1,0000
Dinner	1,0000
Deluxe Breakfast	1,0000

Edit meal type

Name:

During check-in During check-out

From: Duration: min.

To: Price:

Half meal Sort index:

Stock: [Manage stocks](#)

Synchronization symbol: Tax:

[Select assortment](#)

1 2 3 4

Manage canteens + Add meal type Edit meal type Delete meal type

Save Cancel

2. Marking meals in a rate plan

Step 1. Edit a rate plan where you wish to assign meals automatically.

Step 2. Go to the "Price settings" tab.

The screenshot shows the KWHotel Pro (0.47.120) - [Rate plan] window. The main interface has a menu bar with options like Dashboard, Calendar, Services, Campground, Logbook, Meals, Accounting, Reports, Statistics, Rooms, Rate plans, Online bookings(1), and SPA. Below the menu is a toolbar with buttons for 'Configure prices download', 'Import rate plans', 'Import from Price Optimizer', and 'Synchronize settings'. A table lists rate plans with columns for Name, Partner, Last synchronized day, Default, and Active. The 'Standard' rate plan is selected, with a red circle '1' next to its name. A 'Rate plan' dialog box is open, showing the 'Standard' name and several tabs: Availability settings, Other settings, Long stay settings, Base rate plan settings, and Price settings. The 'Price settings' tab is selected, indicated by a red circle '2'. Below the tabs is a 'Validity periods' table with columns for Name, From, and To. A single period is listed with 'From' as 16.02.2015 and 'To' as 15.02.2021. At the bottom of the dialog are buttons for '+ Add period', 'Edit period', 'Delete period', 'Synchronize during saving', 'Save', and 'Cancel'. The main interface also has 'Refresh', 'Default', '+ Add', 'Edit', and 'Delete' buttons at the bottom.

Step 3. Edit a price period where you want to assign meals automatically.

The screenshot shows the 'Standard periods' dialog box. It has a menu bar with 'Price periods', 'Prices per day', 'Import prices', and 'Copy year | 2018'. On the left is a 'Room group' list with 'DOUBLE', 'SINGLE', and 'SUPERIOR'. The main area is a 'Price periods' table with columns: From, To, Base, Persons, Price, Child1, Child2, Child3, Min, Max, Mon, Tue, Wen, Thu, Fri, Sat, Sun, Closed. The first row is highlighted with a red circle '3' and contains the following data: From: 16.02.2015, To: 15.02.2021, Base: 100.00, Persons: 1, Price: 0.00, Child1: 0.00, Child2: 0.00, Child3: 0.00, Min: 2, Max: 0, Mon: checked, Tue: checked, Wen: checked, Thu: checked, Fri: checked, Sat: checked, Sun: checked, Closed: unchecked. At the bottom are buttons for 'Price wizard', 'Correct periods', 'Edit restrictions', '+ Add period and prices', 'Edit prices', 'Close', 'Save', and 'Cancel'.

Step 4. Select a meal type.

ATTENTION! Meal price must be included in the accommodation price.

Step 5. Save changes.

The above steps can be performed for any number of price periods.

3. Final results

Open a reservation window. If you select a rate plan where automated meal assigning was set up, these meals will be automatically selected in the Meals tab. Their price will be included in the accommodation price.

**Do you have any questions?
Feel free to contact us!**

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