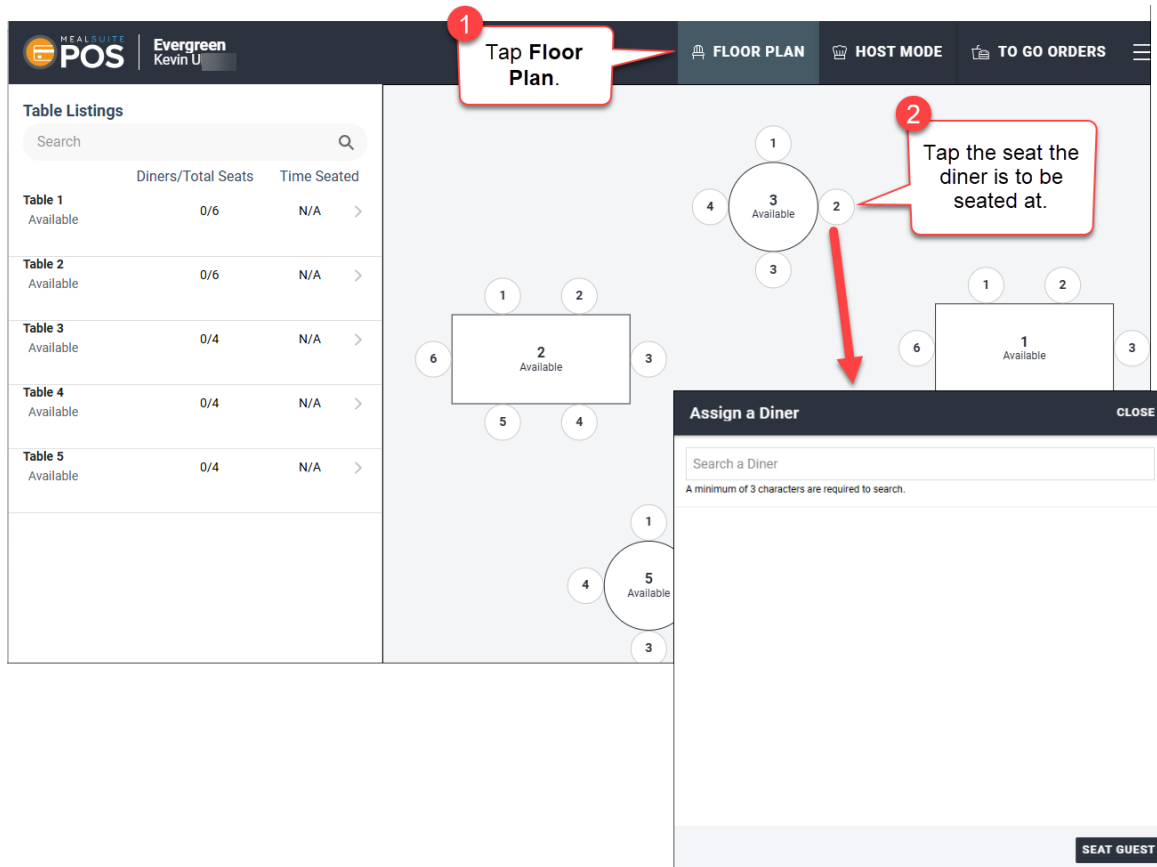
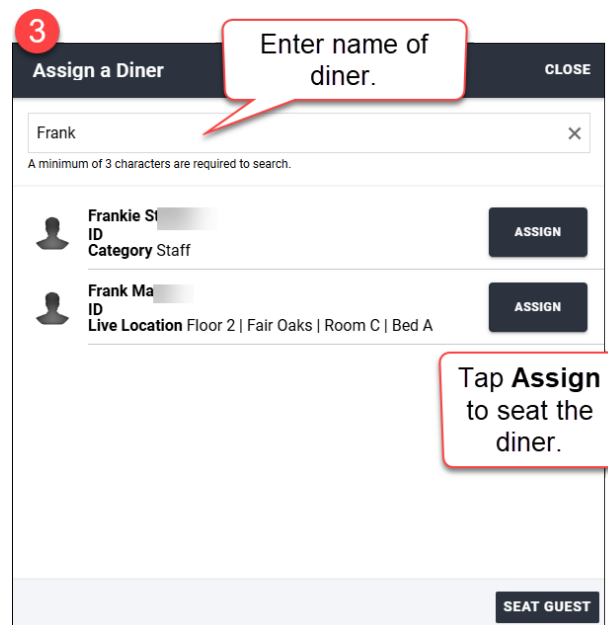


1. Tap **Floor Plan**.
2. From the floor plan view on the right, tap the seat the diner is to be seated at. The Assign a Diner pop-up window appears.



3. From the **Search a Diner** field, enter the name of the resident or staff member, and then tap their **Assign** button.



4. If the resident or staff member is assigned a meal plan, then a prompt may appear (right) asking if they are to pay for their meal or use their meal plan. Select the appropriate option.
5. The diner is seated.
6. To seat another diner at the same table, tap the appropriate seat number at the top of the screen, and repeat step 3.

