1. On the online Dining Reservations page, click on the "Manage Buddies & Groups" tab.



2. Click "Add Buddy" to add a member or guest that you intend to regularly dine with.



3. If you selected "Add Member to Buddies," search for the member on the next page by typing their name in the search bar.

Club Roster Manage Buddies/Groups	
\leftarrow	
Search members	
Jim Kurtzeborn	+

4. Select the member you wish to add to the Buddy list.

ning Reservations		
Manage Budd	ies/Groups	
Search members jim kurt	Add member Do you want to add the following to your buddies? Jim Kurtzeborn	
	NO, CLOSE	YES, ADD

5. If you select "Add Guest to Buddies," enter the name and email address of that guest in the following prompts.

Guest Nan	ne		
Guest Ema	ail		
		SAVE	
6	. Once you have a	added the guest's information, click "Continue."	
← Back t	o Dining Reservations		
÷		Add guest	
		Do you want to add the following to your buddies?	
	Guest Name George Glass	George Glass Georgeglass@gmail.com	
	Guest Email		
	Georgeglass@gn	CANCEL CONTINUE	
		SAVE	

7. To create a group, on the landing page of the online dining reservations, select "Create Group".

Manage B	uddies and Groups			
Buddies		ADD BUDDY	Groups	CREATE GROUP
1	George Glass (guest) Georgeglass@gmail.com	×	No groups addeo	d. Add them here
	Jim Kurtzeborn	×		

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8. Enter your group's name.

← Back to Dining Reservations

Club Roster	Manage Buddies/Groups		
÷		Create Group	SAVE
	Group name		
		SAVE	

9. After saving your groups name, click "Add Member And/Or Guest."

Brady Bunch	
ADD MEMBERS AND/OR GUESTS	
t No one is added to this group. Add them here	
10. If you selected "Add Member to Group," search for the member on the next page by typin	E

10. If you selected "Add Member to Group," search for the member on the next page by typing their name in the search bar.

Search members		
jim Kurt		
	Search member name above	
Jim Kurtzeborn		

11. Select the Member you wish to add to your group.

У.	Add member Do you want to add the following member to the Brady Bunch group? Jim Kurtzeborn	
<u>ter</u>	CANCEL CONTINUE	

12. If you select "Add Guest to Group," enter the name and email address of that guest in the following prompts.

Guest Name Guest Email				
		SAVE		

13. Confirm the guest's details and click continue.

ations			
	Add guest		
	Do you want to add the following guest to the Brady Bunc	h group?	
ass	George Glass georgeglass@gmail.com		
ss@grr	CANCEL	CONTINUE	

14. Once all members and guests are added to your buddies or your group, they will appear when making an online dining reservation when "Add Buddies & Groups" is selected.

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Relatives

You do not have any relatives which are eligible to be added to this reservation.

My Buddies



George Glass

Jim Kurtzeborn

My Groups



Brady Bunch (2 people)