## Add Images to Your TripleseatDirect Menu Items



Learn how to add photos to showcase your menu items and additional offerings right on your listing. **Picture size recommendation:** 16:9 aspect ratio and greater than 800 x 450 pixels.

| Book a Group Dinner Reservation in our Main Dining Roo | m                             |   |   |   |   |
|--|-------------------------------|---|---|---|---|
| Family-Style Dinner Premium Dinner                     | Nar                           | me  | Price   | Quantity  | Subtotal  |
| Family-Style Dinner                                    | Tot                           | tal   |   | ka.   | \$0.00  |
| <text><text><text></text></text></text>                | 00 Price<br>you<br>Any<br>the | oking Minimu<br>ces do not ind<br>ur request, yo<br>y changes to<br>e event date. | um<br>clude taxes, g<br>ou agree to ou<br>orders need t | ratuities or fees. B<br>ir terms of agreem<br>o be addressed 72 | \$900.00<br>y submitting<br>nent.<br>? hours before |

## 1. Add images to TripleseatDirect menu items.

- Users with Settings access must navigate to Settings > Documents and Menus > TripleseatDirect Menus > Items tab.
- From here, either click "Edit" in the gear icon or directly on the menu item that you want to add an

image to and scroll down to the bottom of the Edit Item page to the image uploader.

| Image 🚯      |                           |
|--------------|---------------------------|
| Select files | Drop files here to upload |
|              |                           |

• Select the image you would like to upload.

## 2. Crop and upload images.

• Once you have uploaded the image, you will see the preview of the image with the option to crop it.





- If you do not want to crop your image, you can simply click "Upload" underneath "Crop."
- If you do crop your image, you will need to click "Confirm Crop."
- Click "Upload" when you are satisfied with your menu item's new image and then "Update" to save the menu item.

## 3. Preview your menu items.

• After you have updated all of your menu items and added them to your menus, open the live page of your TripleseatDirect Form to ensure that your images are appearing correctly.





- Photos can be changed for menu items at any time and should be updated and monitored to make sure they are consistently visible by your guests.
- For assistance adding photos using different formats, please reach out to our <u>Support team</u>.