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BDApps Lite User Guide

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About this document

The purpose of this hSenid Mobile Solution document is to provide information on usage and handling of bdappsLite for BDApps.

The intended audience for this document is the Service Providers of BDApps.

The document is divided into the following chapters:

Chapter	Description
1. Overview	This chapter gives a brief description of bdappsLite module and its main functionalities related to the Service Provider.
2. Log in and Log out	This chapter describes about the log in and log out functionalities of the bdappsLite module.
3. bdappsLite	This chapter describes about the bdappsLite application patterns and their main functionalities.
4. Create Application	This chapter describes on creating voting, alert, services and contact applications.
5. My Applications	This chapter describes on features which are available for already created applications.
6. Settings	This chapter describes on settings feature available for bdappsLite module.
7. View Reports	This chapter describes about the reports available for bdappsLite module.

1   Overview

bdappsLite is a service creation environment for non-developers, where no programming knowledge is required to create SMS applications.

bdappsLite facilitates Service Providers to create applications, manage applications and view reports.

Following are the application patterns available in bdappsLite.

- **Voting**

  Voting applications allow any person to vote for their preferred choice.

- **Alert**

  Applications built with alert pattern, alert followers immediately with content on various areas of interest. Users can subscribe to receive content through SMS channel.

- **Services**

  Apps built with Services pattern allow sending out content to subscribers on scheduled timelines, on various areas of interest. Once registered with the application, the subscribers can receive messages via SMS.

- **Contact**

  Apps built with contact pattern enables users to contact the application and get information. The application creator can view requests, comments & feedback from users. The users can subscribe and send, receive messages via SMS.

2   Log in and Log out

Service Providers can start using bdappsLite by logging-in to the system. This chapter provides instructions to login and logout of the system.

2.1   Login Procedure

The Service Providers can login to bdappsLite using the following URL.

Type the URL in the address bar of the browser as shown below.

https://user.bdapps.com
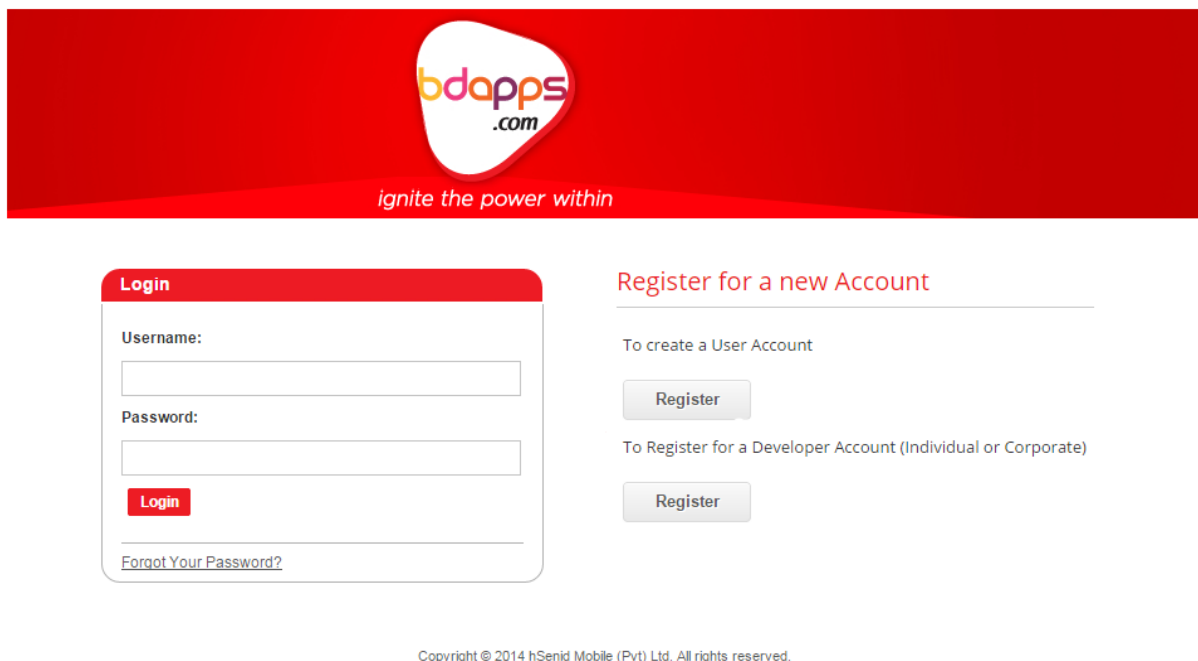
Then the following page will be displayed.

Figure 2.1

Enter Login Information:

1. User Name

Enter the user name provided by the system administrator. This is not a case sensitive field.

2. Password

Enter the password provided by the system administrator. This is a case sensitive field.

Once the login information is entered to the relevant fields, click the 'Login' button to proceed to the bdappsLite module. Upon a successful login, user is directed to following Home page. (Figure 2.2)
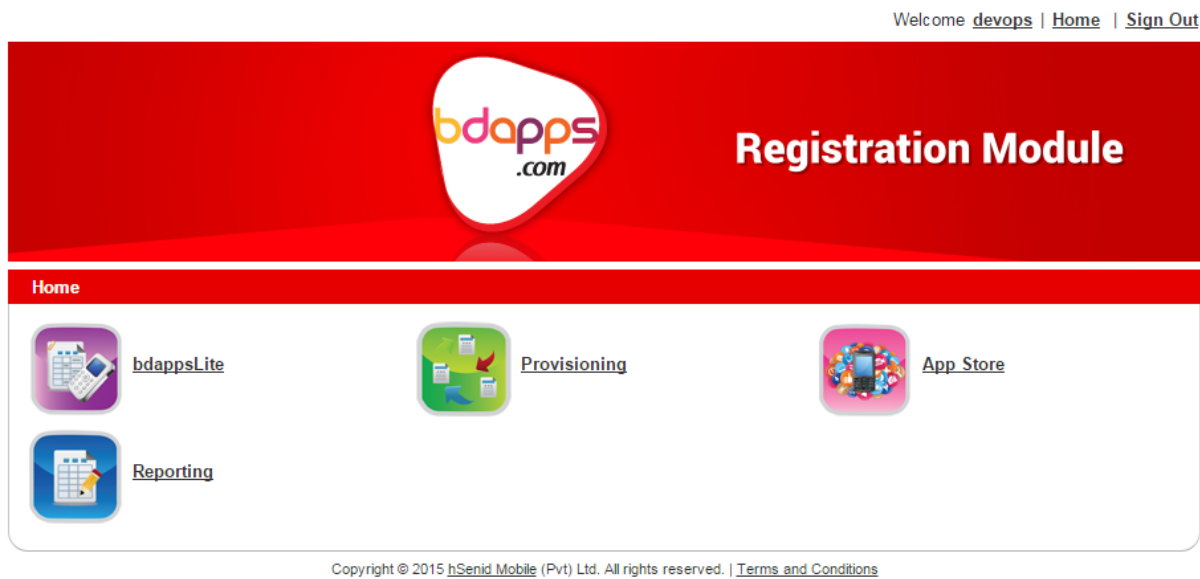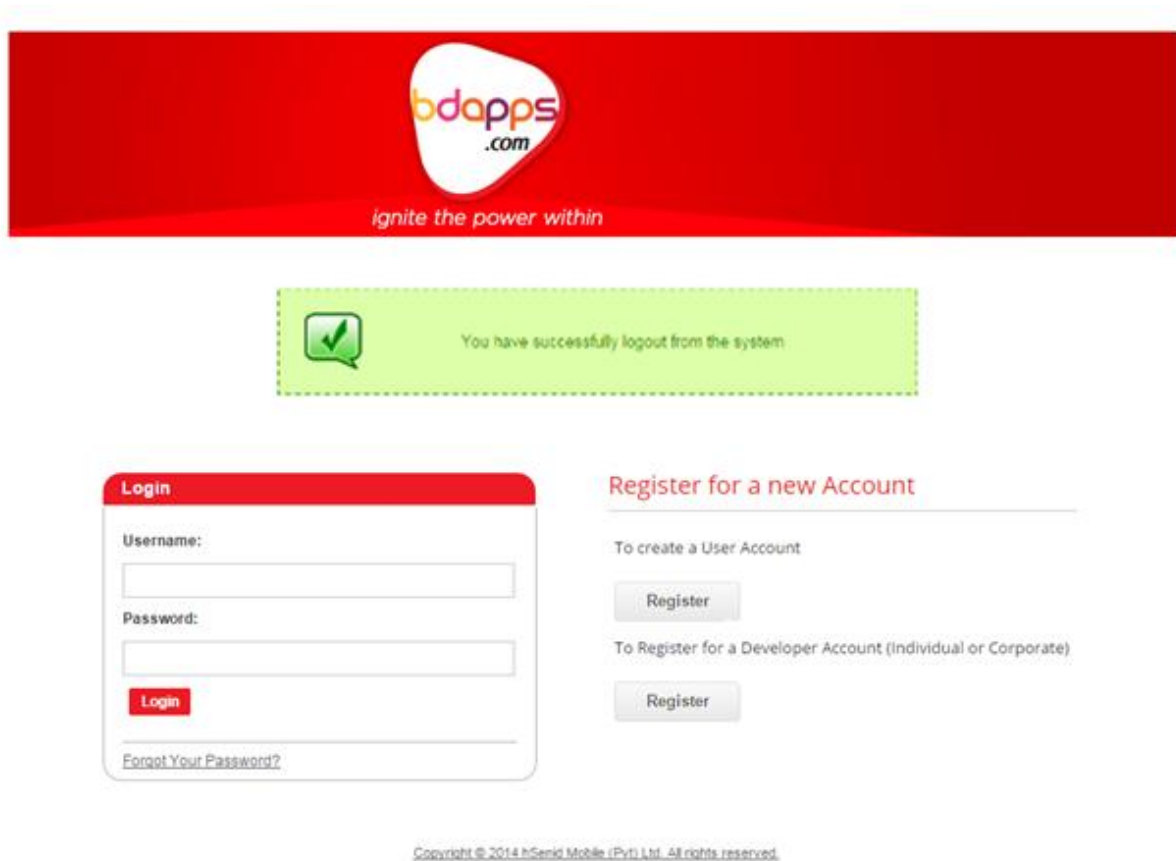

Figure 2.2

2.2   Logout Procedure

Service Providers can log out from the bdappsLite module at any given time. To exit from the module, click on the 'Sign Out' option at the top right corner of any screen.

Once the user clicks on 'Sign Out' the user will be logged out from system. Following is the resulting screen.

Figure 2.3

3   bdappsLite

Click on the 'bdappsLite' icon depicted in Figure 3.1 to access the bdappsLite module.
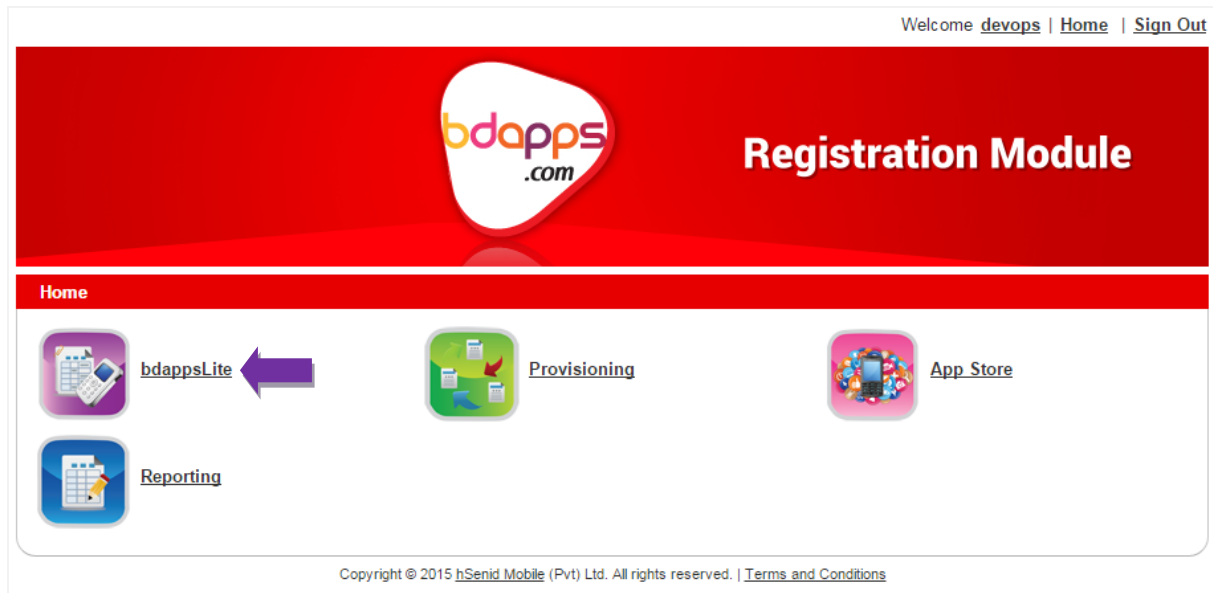

Figure 3.1

bdappsLite provides the access to modules/functionalities listed below.

- Create Application
- My Applications
- Settings
- View Reports

Following screen (refer Figure 3.2) depicts the bdappsLite home page.

Figure 3.2

BDApps Lite UserGuide

4   Create Application

Service Providers can create following types of applications using 'Create Application' feature.

- Voting
- Alert
- Services
- Contact

Click on 'Create Application' icon in Figure 3.2 above, proceed to screen depicted in Figure 4.1. Application categories can be selected from this screen. This is the first step in application creation.
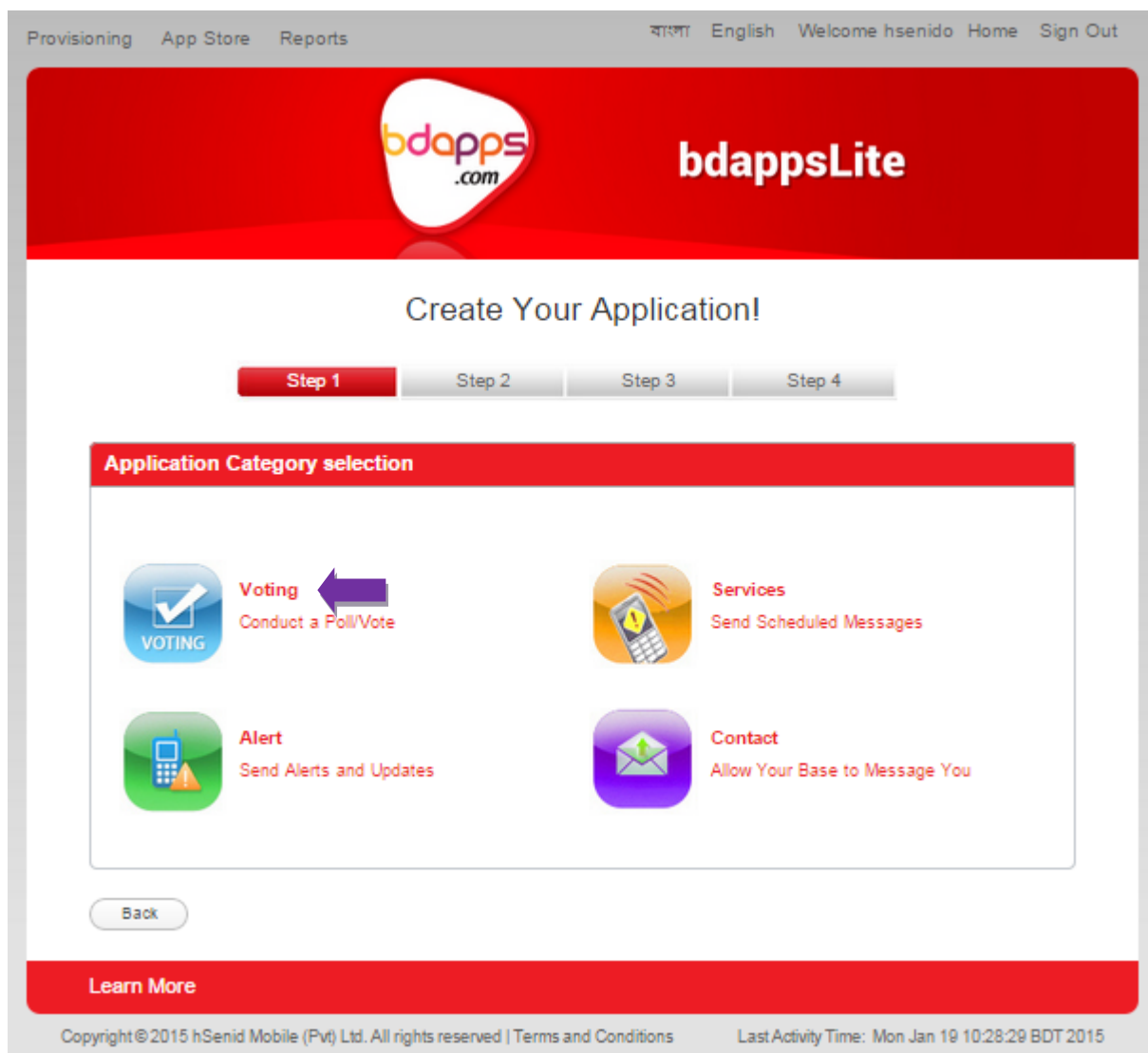

Figure 4.1

Click on 'Back' button to proceed back to the screen depicted in Figure 3.2 .

4.1   Voting

Select 'Voting' from the 'Application Category selection' pane, to proceed to 'Step 2' of voting application creation. (Refer Figure 4.2)

Figure 4.2

Following are the components depicted in above screen.

1- Create Keyword Link

2- Advanced Configurations Link

Fill in the mandatory fields available in 'Application Details' page as described in the following table.

Label	Description
Application Name*	Name that will be given to the application which is being created. Only alpha-numeric characters are allowed for this field. More than 1 and less than 5 characters are allowed.
Keyword Details	Select a key word from the drop down menu. Or else click on 'Create Keyword' link (depicted in Figure 4.2) to proceed to the 'Create Keyword' screen (refer Figure 4.3) and create a new keyword.
Application Validity Duration	Select the check box for 'Does your application requires an expiry date' to activate the calendar for End date. **Start Date:** Select a start date from the calendar; which appears when clicked on the text field for start date. **End Date:** Select an end date from the calendar; which appears when clicked on the text field for end date.
Description*	Enter a description on the application being created.

Table 4-1

The fields marked in * indicate that those fields are mandatory.

Figure 4.3

Enter values to the above screen as described in the following table.

Label	Description
Short Code	Select a short code from the drop down menu.
Keyword*	Enter a keyword to be used with the selected short code.

Table 4-2

Once filled all the details, click on 'Add' button to create the key word. Screen depicted in Figure 4.4 will appear as a result. Click on 'Close' or 'OK' to proceed to the 'Application Details' page depicted in Figure 4.2.
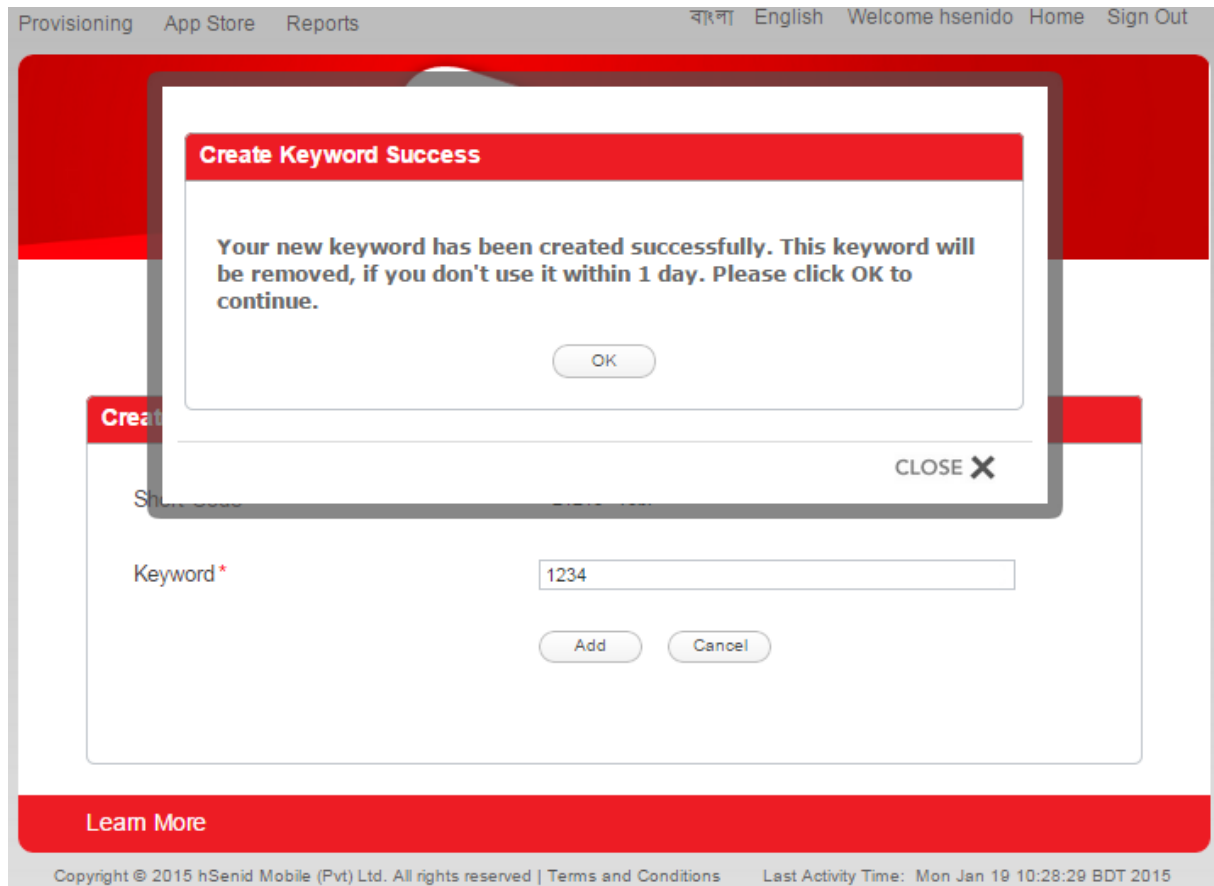
Figure 4.4

The newly created keyword will appear in the 'Keyword Details' dropdown along with the relevant short code to select from (Refer Figure 4.2).

Click on 'Advanced Configurations' (refer Figure 4.2) link to expand charging configurations (Refer Figure 4.5).

Figure 4.5

Charging is pre-configured and read only. According to the configurations, charging is from subscriber per message basis. Subscriber will be charged Tk2.00+tax from his/her mobile number.

Once all the details in 'Application Details' page are entered, click on 'Next' to proceed to 'Add Voting Candidates' page (Refer Figure 4.6); or else click on 'Back' to proceed to the step 1 of application creation process depicted in Figure 4.1.

Figure 4.6

Enter values to the above screen as described in the following table.

Label		Description
Voting Options	Candidate Code*	Enter a code for the candidate participating in the poll. This code is utilized when messaging while voting for a candidate.
	Description*	Enter a description for the candidate.
	Only one vote per number	Select this option if only one vote is allowed from one mobile number.

Table 4-3

The fields marked in * indicate that those fields are mandatory.

Click on ❌ icon to remove a 'code, description' pair from the voting options. Click on ➕ icon to add a 'code, description' pair to the voting options list.

Click on 'Next' to proceed to the application confirmation screen. Refer Figure 4.7.

Click on 'Back' to proceed to the Application Details screen depicted in Figure 4.2.

Provisioning   App Store   Reports   বাংলা   English   Welcome hsenido   Home   Sign Out

bdappsLite

Conduct a Poll/Vote

| Step 1 | Step 2 | Step 3 | Step 4 |

Please verify & press 'Confirm' to continue.

Application Details

Application Name   CRVot

Keyword Details   robi - 21213 - cvo ▼

Application Validity Duration   ☐ Does your application require an expiry date?
                                Start Date   19/01/2015

Description   Vote to elect the next cricket captain. -
                                Voting

[Expand All] | [Collapse All]

Charging Configurations

Charging   ◉ From Subscriber (per message charging)
                ◉ Subscriber Mobile Number (Tk 2.00 + tax)

Voting

Voting options   **Candidate Code**   **Description**

                        A   CandidateA

                        B   CandidateB

                        ☑ Only One Vote per Number

[Back]   [Confirm]   [Cancel]

Learn More

Figure 4.7

If all the details are correct, click on 'Confirm' to complete 'Voting' application creation.

Click on 'Back' to navigate to the screen depicted in Figure 4.6 and reconfigure previously entered values.

Click on 'Cancel' to cancel voting application creation process and return to bdappsLite home screen depicted on Figure 3.2.

Once clicked on 'Confirm', the following page will appear with a message indicating application creation is a success.

Figure 4.8

Use links depicted in above screen to navigate to the pages listed below,

1. Use My Applications menu to manage your Applications – 'My Applications' page (Refer Figure 5.2)

2. Check how customers can use your application here – 'Help' page for the particular application. (Refer Figure 5.20, Figure 5.21, Figure 5.22, Figure 5.23)

4.2   Alert

Select 'Alert' from the 'Application Category selection' pane, to proceed to 'Step 2' of Alert application creation. (Refer Figure 4.10)

Figure 4.9

Figure 4.10

Enter values to the above screen as described in the following table.

Label	Description
Application Name*	Name that will be given to the application which is being created. Only alpha-numeric characters are allowed for this field.

Keyword Details	Select a key word from the drop down menu. Or else click on 'Create Keyword' link (depicted in Figure 4.2) to proceed to the 'Create Keyword' screen (refer Figure 4.3) and create a new keyword.
Application Validity Duration	Select the check box for 'Does your application requires an expiry date' to activate the calendar for End date. **Start Date:** Select a start date from the calendar; which appears when clicked on the text field for start date. **End Date:** Select an end date from the calendar; which appears when clicked on the text field for end date.
Description*	Enter a description on the application being created.
Do you wish to update the content via SMS	Select this option to allow the service provider to push alerts to subscriber base using SMS rather than using web UI.

Table 4-4

The fields marked in * indicate that those fields are mandatory.

Click on 'Advanced Configurations' (refer Figure 4.10) link to expand response and charging configurations (Refer Figure 4.11).

Figure 4.11

Enter values to the above screen as described in the following table.

Label	Description
Response Configurations	
Response message for subscribing successfully	Enter a message which is sent for the user once subscribed to the alert application. Maximum number of characters allowed is 30 characters.
Response message for unsubscribing successfully	Enter a message which is sent for the user once unsubscribed from the alert application. Maximum number of characters allowed is the 30 characters.
Charging Configurations	

Charging	Charging is only available from subscriber.
	Following charging options are available.
	⊙ Charging for message
	The subscriber is charged per message he receives.
	⊙ Charging for Subscription
	The subscriber is charged for subscription. Following subscription options are available to select from.
	⦿ Daily
	⦿ Monthly

Table 4-5

Click on 'Next' to proceed to the application confirmation screen. Refer Figure 4.12.

Click on 'Back' to proceed to the step 1 of Alert application creation, depicted in Figure 4.9.

Figure 4.12

If all the details are correct, click on 'Confirm' to complete 'Alert' application creation.

Click on 'Back' to navigate to the screen depicted in Figure 4.10 and reconfigure previously entered values.

Click on 'Cancel' to cancel 'Alert' application creation process and return to bdappsLite home screen depicted on Figure 3.2.

Once clicked on 'Confirm', the following page will appear with a message indicating application creation is a success.

Figure 4.13

Use links depicted in above screen to navigate to the pages listed below,

1. Use My Applications menu to manage your Applications – 'My Applications' page (Refer Figure 5.2)

2. Check how customers can use your application here – 'Help' page for the particular application. (Refer Figure 5.20, Figure 5.21, Figure 5.22, Figure 5.23)

4.3   Services

Select 'Services' from the 'Application Category selection' pane, to proceed to 'Step 2' of Services application creation. (Refer Figure 4.15)

Figure 4.14

Figure 4.15

Enter values to the above screen as described in the following table.

Label	Description

Application Name*	Name that will be given to the application which is being created. Only alpha-numeric characters are allowed for this field.
Keyword Details	Select a key word from the drop down menu. Or else click on 'Create Keyword' link (depicted in Figure 4.2) to proceed to the 'Create Keyword' screen (refer Figure 4.3) and create a new keyword.
Application Validity Duration	Select the check box for 'Does your application requires an expiry date' to activate the calendar for End date. **Start Date:** Select a start date from the calendar; which appears when clicked on the text field for start date. **End Date:** Select an end date from the calendar; which appears when clicked on the text field for end date.
Description*	Enter a description on the application being created.
Message Scheduled Duration	Select the message schedule duration from the dropdown. Following options are available to select from. ⊙ HOUR ⊙ DAY ⊙ WEEK ⊙ MONTH
Preferred Dispatch Time	Configure the dispatch time of the content in Day, Hour and Minute.
Do you wish to update the content via SMS	Select this option to allow the service provider to push alerts to subscriber base using SMS rather than using web UI.

Table 4-6

The fields marked in * indicate that those fields are mandatory.

Click on 'Advanced Configurations' (refer Figure 4.15) link to expand respond and charging configurations (Refer Figure 4.16).

Figure 4.16

Enter values to the above screen as described in the following table.

Label	Description
Response Configurations	
Response message for subscribing successfully	Enter a message which is sent for the user once subscribed to the service application. Maximum number of characters allowed is the 30 characters.
Response message for unsubscribing successfully	Enter a message which is sent for the user once unsubscribed from the service application. Maximum number of characters allowed is the 30 characters.
Charging Configurations	

Charging	Charging is only available from subscriber.
	Following charging options are available.
	○ Charging for message
	The subscriber is charged per message he receives.
	○ Charging for Subscription
	The subscriber is charged for subscription. Following options are available to select from.
	● Daily
	● Monthly

Table 4-7

Click on 'Next' to proceed to the application confirmation screen. Refer Figure 4.17.

Click on 'Back' to proceed to the step 1 of application creation, depicted in Figure 4.14.

Figure 4.17

If all the details are correct, click on 'Confirm' to complete 'Service' application creation.

Click on 'Back' to navigate to the screen depicted in Figure 4.15 and reconfigure previously entered values.

Click on 'Cancel' to cancel 'Service' application creation process and return to bdappsLite home page depicted on Figure 3.2.

Once clicked on 'Confirm', the following page will appear with a message indicating application creation is a success.

Figure 4.18

Use links depicted in above screen to navigate to the pages listed below,

1. Use My Applications menu to manage your Applications – 'My Applications' page (Refer Figure 5.2)

2. Check how customers can use your application here – 'Help' page for the particular application. (Refer Figure 5.20, Figure 5.21, Figure 5.22, Figure 5.23)

4.4   Contact

Select 'Contact' from the 'Application Category selection' pane, to proceed to 'Step 2' of 'Contact' application creation. (Refer Figure 4.20)
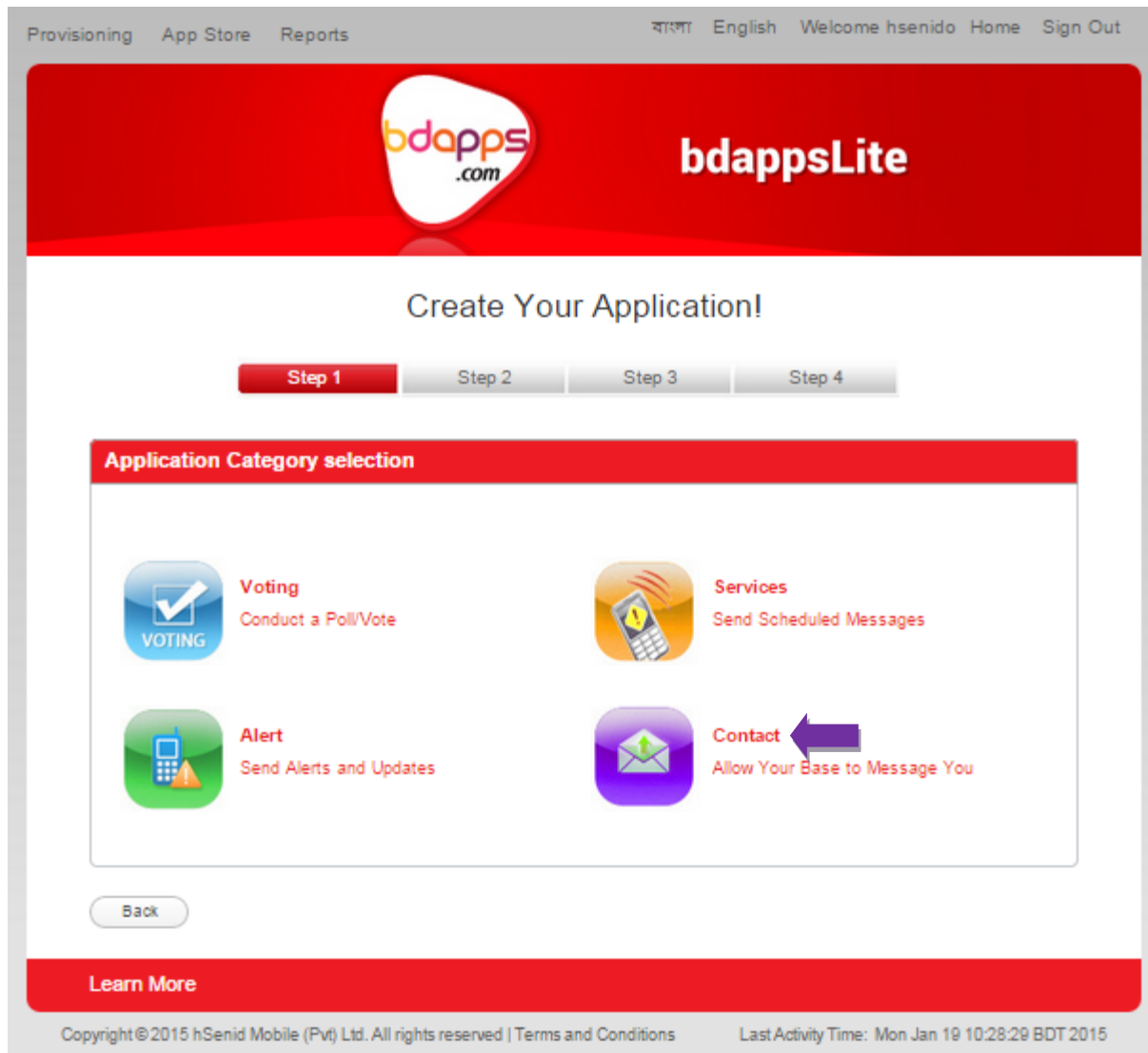
Figure 4.19

Figure 4.20

Enter values to the above screen as described in the following table.

Label	Description

Application Name*	Name that will be given to the application which is being created. Only alpha-numeric characters are allowed for this field.
Keyword Details	Select a key word from the drop down menu. Or else click on 'Create Keyword' link (depicted in Figure 4.2) to proceed to the 'Create Keyword' screen (refer Figure 4.3) and create a new keyword.
Application Validity Duration	Select the check box for 'Does your application requires an expiry date' to activate the calendar for End date. **Start Date:** Select a start date from the calendar; which appears when clicked on the text field for start date. **End Date:** Select an end date from the calendar; which appears when clicked on the text field for end date.
Description*	Enter a description on the application being created.

Response Message	There are two types of responses which could be sent to the subscriber.
	
	    ⦿ Static Reply
	
	    ⦿ Personalized Reply
	
	Static Reply
	
	Select 'Common Response Required' check box to enable the text field for 'Response Message'.
	
	Enter the response which needs to be sent to the subscriber (in the activated text field), once he contacted the application.
	
	Personalized Reply
	
	Do not select 'Common Response Required' check box.
	
	So that, a field for 'Reply' will appear when using the contact application. Refer section '5.1.4.1 View Messages' for more details.

Table 4-8

The fields marked in * indicate that those fields are mandatory.

Click on 'Advanced Configurations' (refer Figure 4.20) link to expand charging configurations (Refer Figure 4.21).

Figure 4.21

Charging is pre-configured and read only. According to the configurations, charging is from subscriber per message basis. Subscriber will be charged Tk2.00+tax from his/her mobile number.

Click on 'Next' to proceed to the application confirmation screen. Refer Figure 4.22.

Click on 'Back' to proceed to the step 1 of application creation, depicted in Figure 4.19.

Figure 4.22

If all the details are correct, click on 'Confirm' to complete 'Contact' application creation.

Click on 'Back' to navigate to the screen depicted in Figure 4.20 and reconfigure previously entered values.

Click on 'Cancel' to cancel 'Contact' application creation process and return to bdappsLite home page depicted in Figure 3.2.

Once clicked on 'Confirm', the following page will appear with a message indicating application creation is a success.

Figure 4.23

Use links depicted in above screen to navigate to the pages listed below,

1. Use My Applications menu to manage your Applications – 'My Applications' page (Refer Figure 5.2)

2. Check how customers can use your application here – 'Help' page for the particular application. (Refer Figure 5.20, Figure 5.21, Figure 5.22, Figure 5.23)

5   My Applications

'My Applications' page lists down all the applications created by the logged in Service Provider. Following application management features are available for listed applications.

- View
- Use
- Publish
- Help

Click on the link, depicted in Figure 4.23 above or My Applications icon available in Figure 5.1 below to proceed to 'My Applications' page (Refer Figure 5.2).
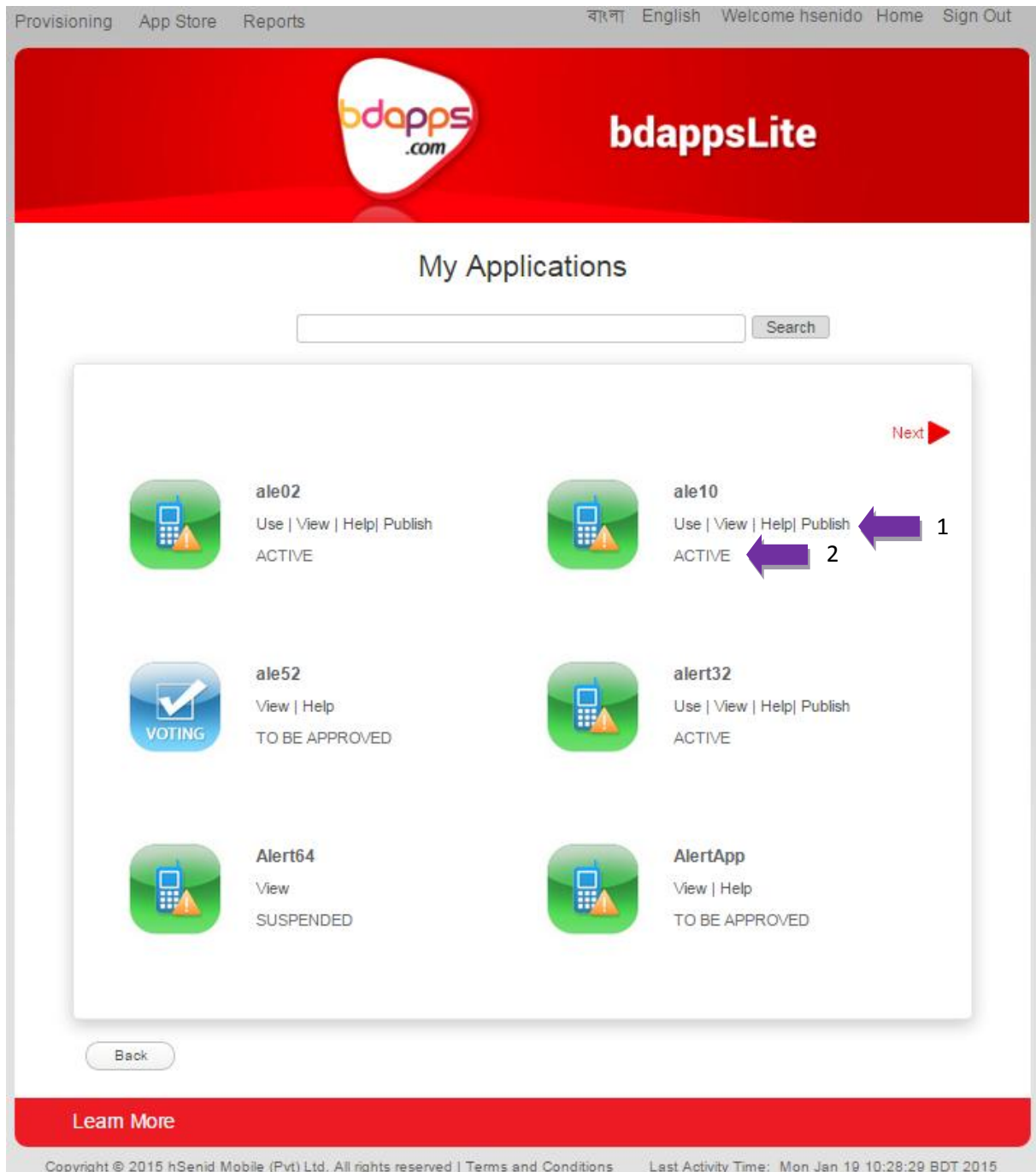

Figure 5.1

Figure 5.2

Following are the components depicted in Figure 5.2

1-Features available for an application

2- Application Status

Following are the bdappsLite application statuses available.

Application Status	Description
To Be Approved	Application in this status is successfully created by the corporate user and is being submitted for admin's approval.
Test Mode	Applications in Test Mode are in limited production; which means, the created application is not live but only avail for testing using white-listed set of MSISDNs.
Active	Applications which are in the Active state are the applications being used in live environment. Those applications push messages to general public.
Rejected	If the application which is created by the corporate user has been rejected by the admin user, then those applications are considered as in rejected state.
Suspended	The Suspended applications are the ones which are temporarily stopped by the admin user. No traffic will be sent out from these types of applications. That means the application cannot be used.

Table 5-1

Following table depicts the features which are available for a particular application status.

Application Status	Features available
To Be Approved	View/ Help
Test Mode	View/Help
Active	Use(for alert and schedule only)/View/Help/Publish
Rejected	View
Suspended	View

Table 5-2

5.1   View

Click on 'View' feature depicted in Figure 5.2 to proceed to the 'View Application' screen of any Application. Refer Figure 5.3, Figure 5.7, Figure 5.9, Figure 5.11 for view screens of 'Voting', 'Alert', 'Service' and 'Contact' applications respectively.

5.1.1 View Voting Application

5.1.1.1 Usage

Click on 'Usage' tab available in 'View' application screen to proceed to view the application usage details.

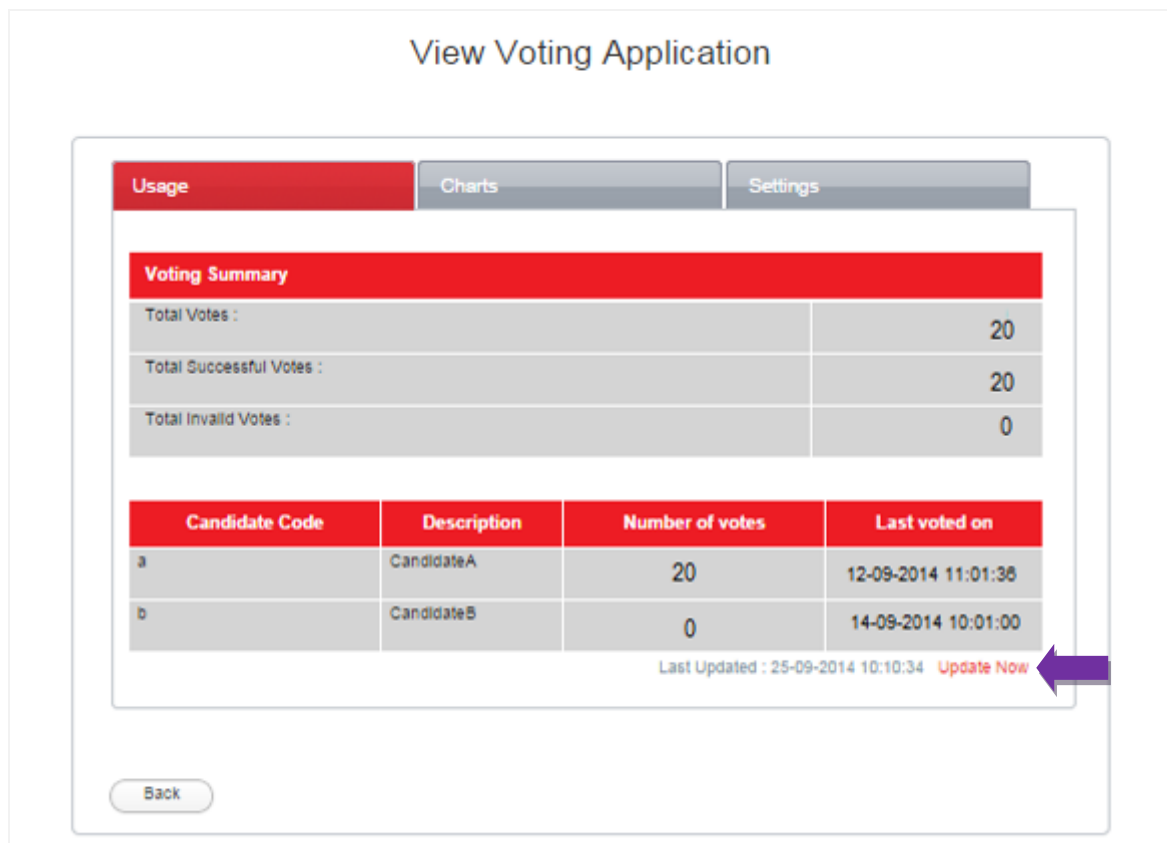Following screen depicts the 'Usage' tab of a voting application.

Figure 5.3

Content available in the 'Usage' screen is described in below table.

Label	Description
Voting Summary	
Total Votes	Total votes received to the application.
Total Successful votes	Number of successful votes.
Total Invalid Votes	Number of invalid votes received.
Candidate Code	Code which is assigned to the candidate, who is participating in the poll.
Description	The description about the candidate.
Number of votes	Number of votes received by each candidate.
Last voted on	Latest date and time voted for each candidate.

Table 5-3

Click on 'Update Now' link (Refer Figure 5.3) to refresh summary tables in the 'Usage' tab.

5.1.1.2 Charts

Click on 'Charts' tab available in the 'View Voting Application' page to proceed to the screen depicted in Figure 5.4-Bar chart view

Figure 5.4-Bar chart view

Click on 'Pie Chart' button (Refer Figure 5.4) to proceed to the pie chart view depicted below.
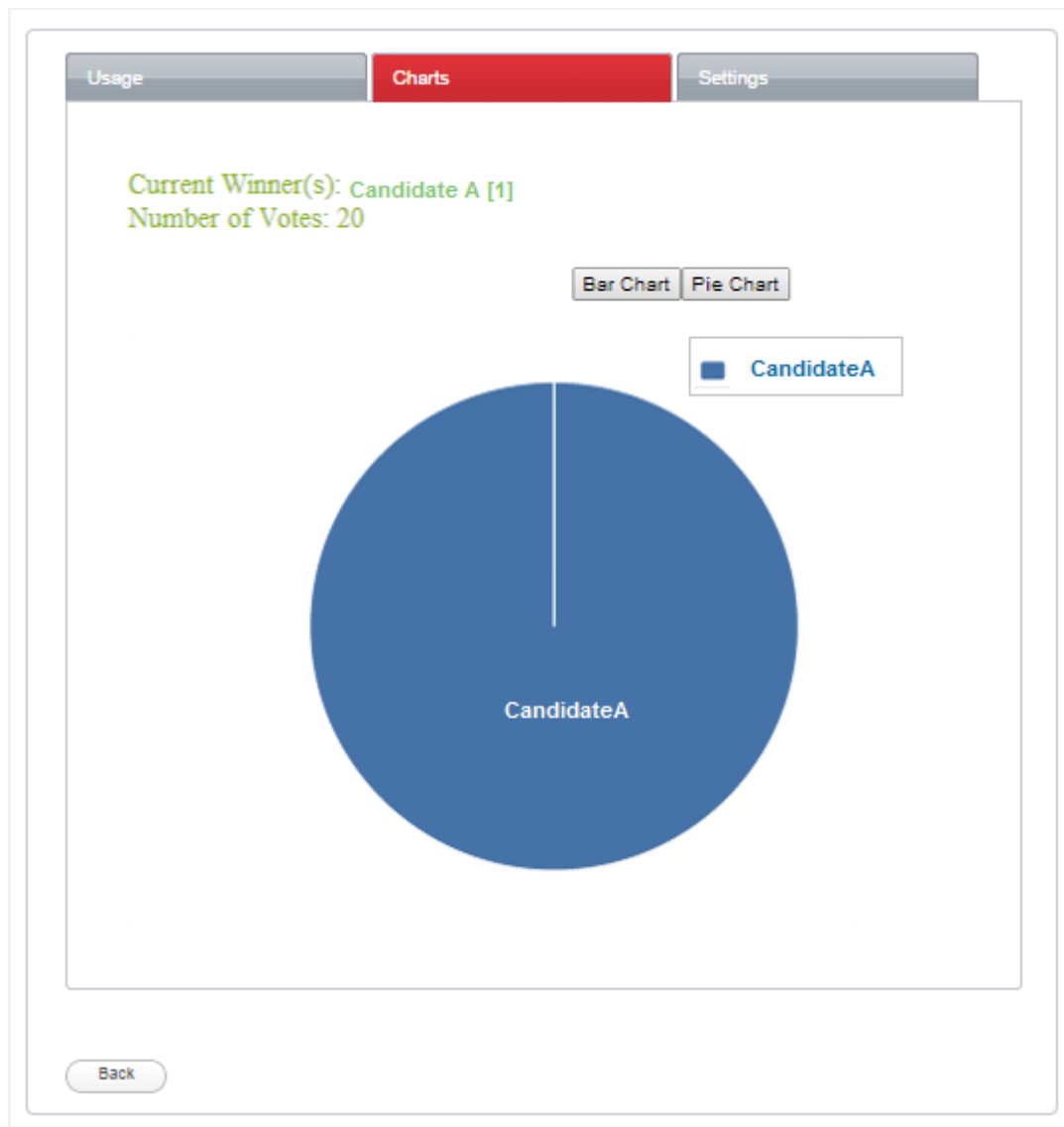
Figure 5.5-Pie chart view

5.1.1.3 Settings

Click on 'Settings' tab available in the 'View Voting Application' page to proceed to the screen depicted in Figure 5.6
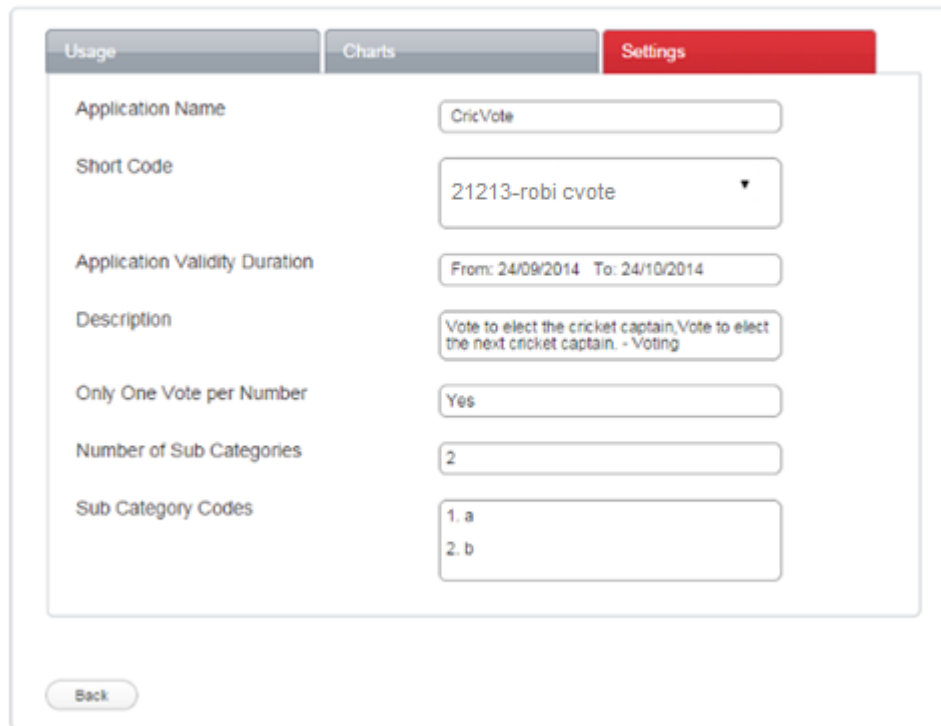
View Voting Application

Figure 5.6

Content available in the 'Settings' screen is described in the below table.

Label	Description
Application Name	Name of the voting application.
Short Code	Short Code and the keyword of the application.
Application Validity Duration	Validity duration of the application.
Description	A description on the voting application.
Only one vote per number	States whether only one vote is allowed from a particular subscriber.
Number of sub categories	Number of candidates participating in the poll.

Sub Category Codes	Candidate codes.

Table 5-4

5.1.2 View Alert Application

5.1.2.1 Usage

Following screen depicts the 'Usage' tab of an alert application.
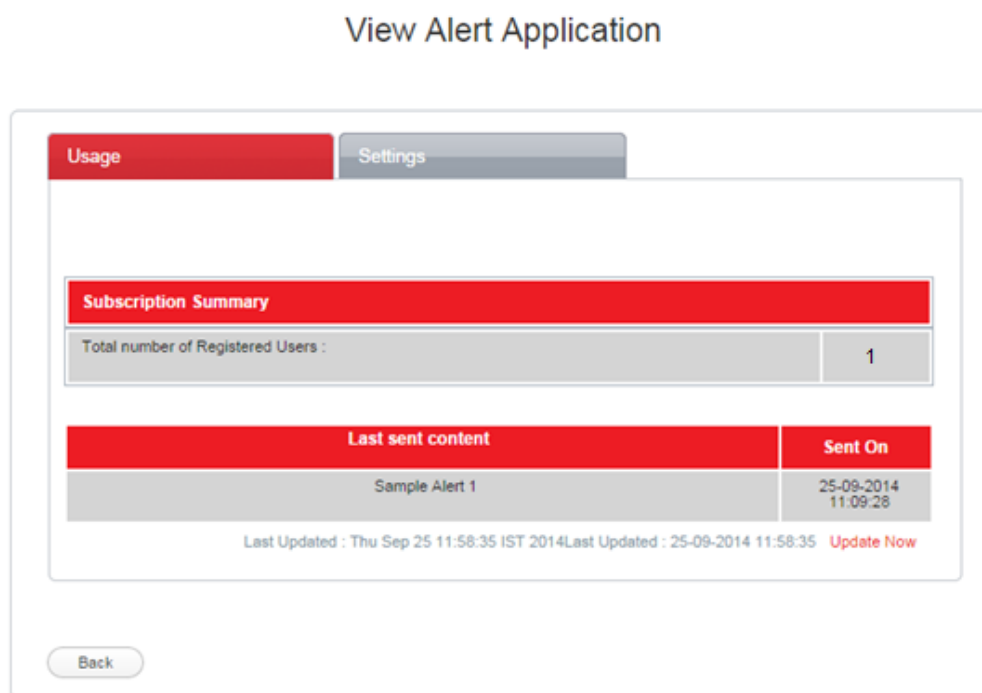
Figure 5.7

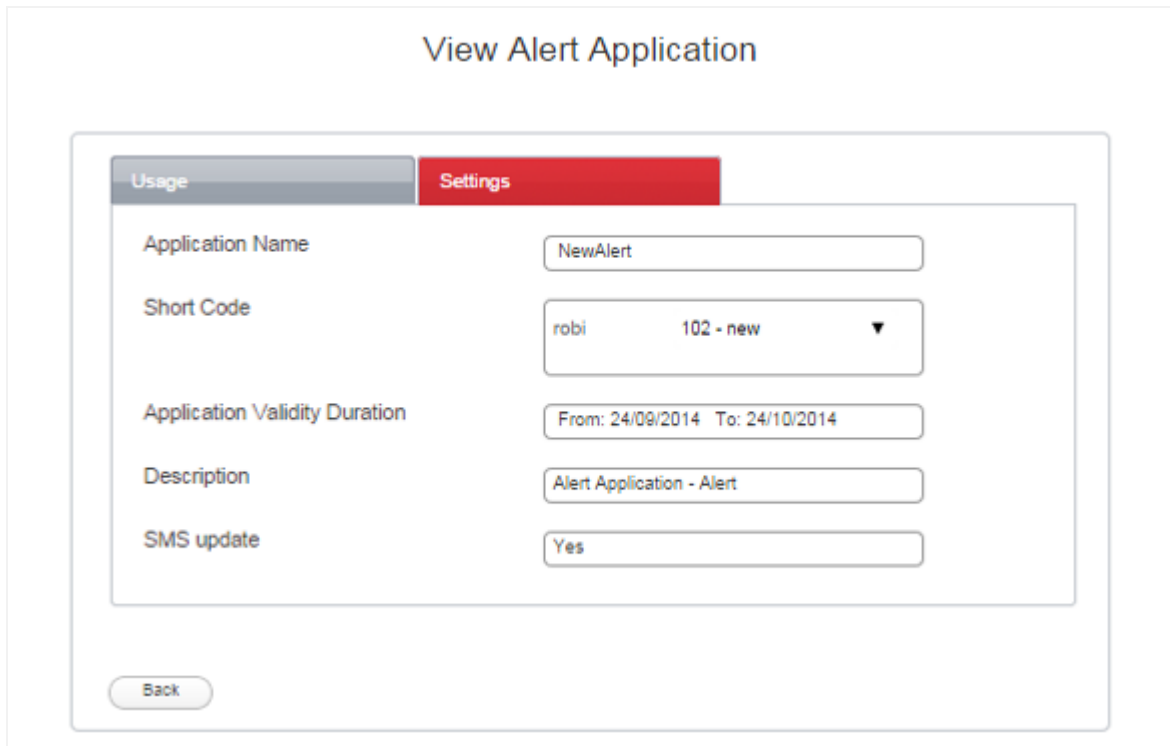Content available in the 'Usage' screen is described in below table.

Label	Description
Subscription Summary	
Total Number of Registered Users	Total number of users who have registered to the alert application.
Last sent content	Latest content which is sent from application to the subscribers.

Sent On	Latest content sent date and time.

Table 5-5

5.1.2.2 Settings

Click on 'Settings' tab available in the 'View Alert Application' page to proceed to the screen depicted in Figure 5.8

Figure 5.8

Content available in the 'Settings' screen is described in the below table.

Label	Description
Application Name	Name of the alert application.
Short Code	Short Code and the keyword of the application.
Application Validity Duration	Validity duration of the application.

Description	A description on the alert application.
SMS update	Indicates whether the service provider is allowed to send content updates to subscriber via SMS instead of updating content via web UI.

Table 5-6

5.1.3 View Service Application

5.1.3.1 Usage

Following screen depicts the 'Usage' tab of a 'Service' application.
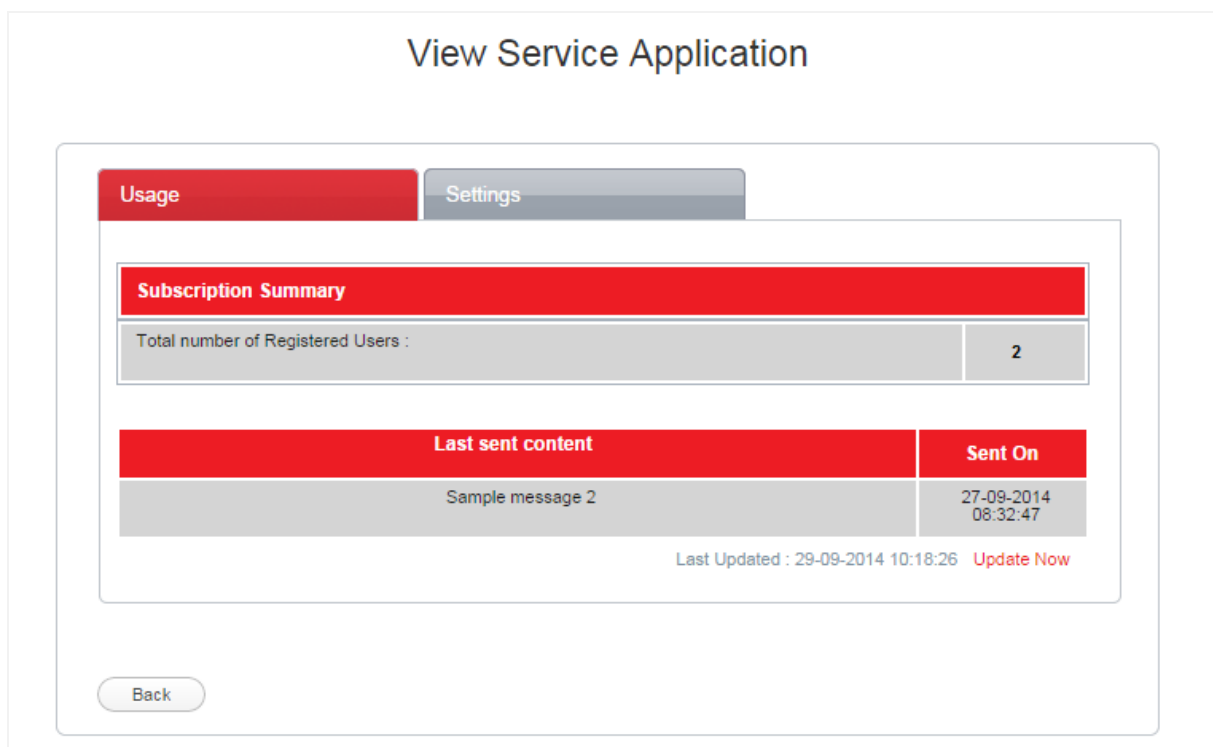
Figure 5.9

'Usage' view of a 'Service' application is similar to that of an 'Alert' application. Please refer Table 5-5 for the description on the available contents.

5.1.3.2 Settings

Click on 'Settings' tab available in the 'View Service Application' page to proceed to the screen depicted in Figure 5.10

View Service Application

Figure 5.10

Content available in the 'Settings' screen is described in the below table.

Label	Description
Application Name	Name of the service application.
Short Code	Short Code and the keyword of the application.
Application Validity Duration	Validity duration of the application.
Description	A description on the Service application.
SMS update	Indicates whether the service provider is allowed to send content updates to subscriber via SMS instead of updating content via web UI.
Message Frequency	Message scheduled duration.

Table 5-7

5.1.4 View Contact Application

5.1.4.1 View Messages

Following screen depicts the 'View Messages' tab of a 'Contact' application.
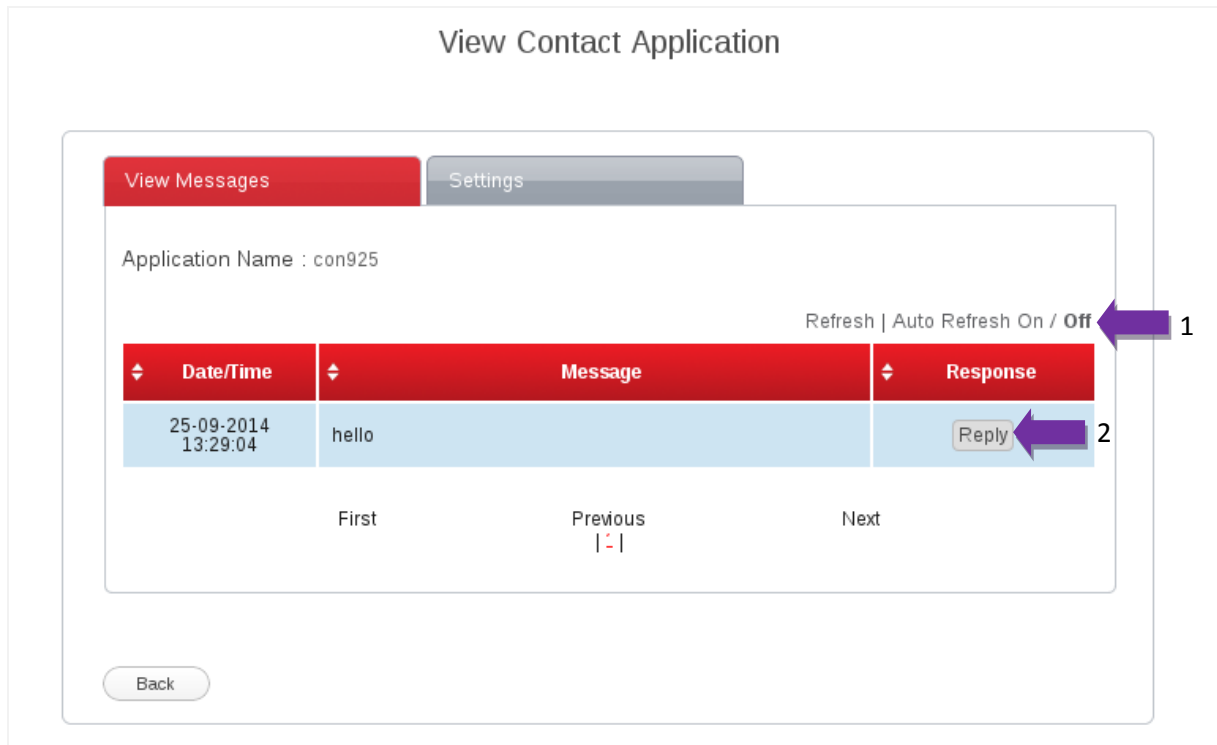
Figure 5.11

Following are the components depicted in above screen.

1- Refresh | Auto Refresh On/Off links

2- Reply button

Content available in the 'View Messages' screen is described in below table.

Label	Description
Application Name	Name of the 'Contact' application.

Date/Time	Message received date and time.
Message	Messages received by the 'Contact' application

Table 5-8

Click on 'Refresh' link (Refer Figure 5.11) to refresh summary tables in the 'View Messages' tab.

Selecting 'Auto Refresh On' will enable messages box to periodically refresh. If 'Off' link is selected, then the messages box will not refresh unless the 'Refresh' link is clicked.

Click on 'Reply' button (Refer Figure 5.11) to proceed to the screen depicted below.

NOTE: 'Response' field will appear only for the 'Contact' applications that has not selected the 'Common Response Required' check box at the 'Contact' application creation.

Figure 5.12

Enter a customized message to the message text field and click on 'Send' to reply to the subscriber.

Reply could be sent only once. Once replied the response field will display as depicted in below figure.
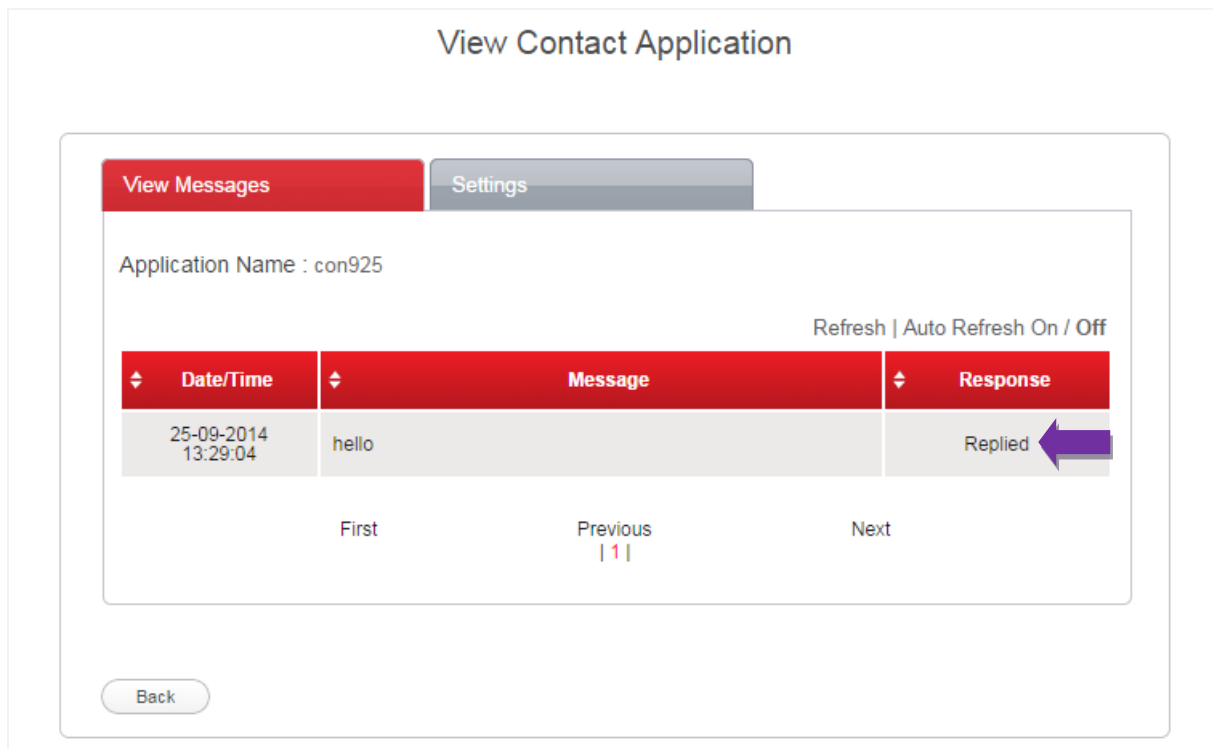
Figure 5.13

5.1.4.2 Settings

Click on 'Settings' tab available in the 'View Contact Application' page to proceed to the screen depicted in Figure 5.14
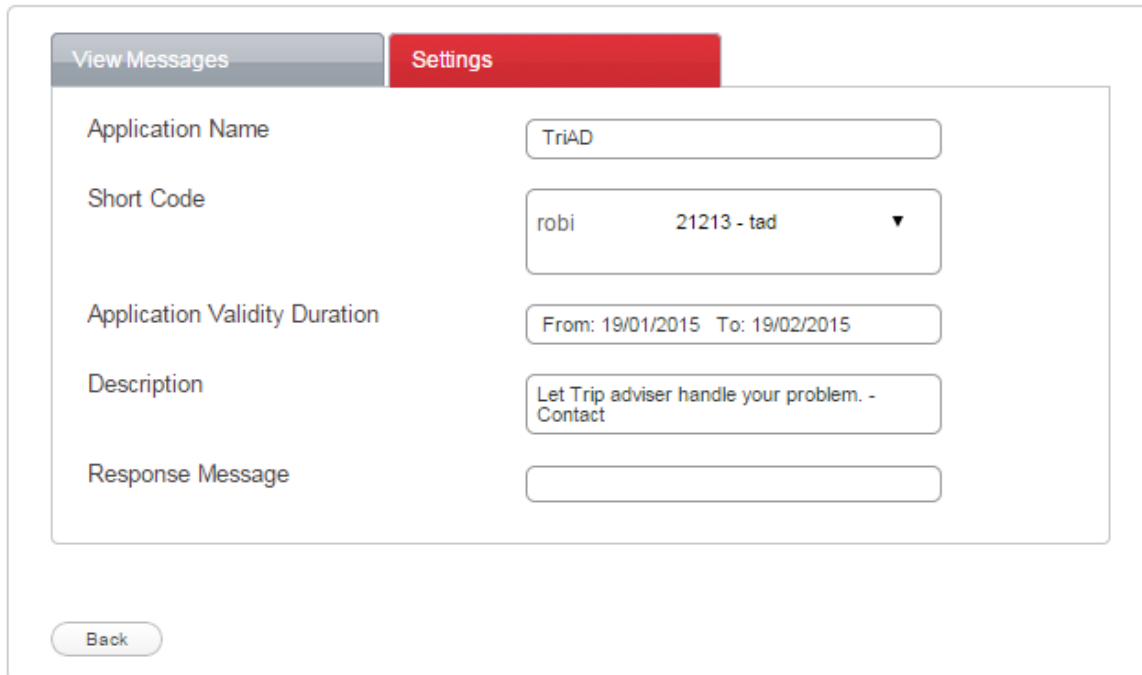
Figure 5.14

Content available in the 'Settings' screen is described in the below table.

Label	Description
Application Name	Name of the contact application.
Short Code	Short Code and the keyword of the application.
Application Validity Duration	Validity duration of the application.
Description	A description on the Services application.
Response Message	This is the response which is sent to the subscriber, once he contacted the application.

Table 5-9

5.2 Use

The Service Provider can send content to subscribers using this feature.

This feature is only available for 'Services' and 'Alert' applications.

Click on 'Use' feature depicted in 'My Applications' page (Refer Figure 5.2) to proceed to the 'Use' view.

Following screen depicts the 'Use' view of an 'Alert' application.

Figure 5.15

Enter the message which needs to be sent to the subscriber base in the 'Message Content' field. The maximum number of characters allowed in the 'Message Content' text box is 140 characters.

Once entered the message, click on 'Send' to submit the message.

Following flash screen appears once clicked on 'Send' button.

Figure 5.16

Following screen depicts the 'Use' view of a 'Services' application.

Unlike in Alert application Use view, in services application Use view, up to 10 messages can be configured in Message Content pane, scheduled depending on the application type.

Figure 5.17

Enter the message which needs to be sent to the subscribers in the 'Message Content' field. The maximum number of characters allowed in the 'Message Content' text box is 140 characters.

Click on ✚ icon to add new message content field. Click on ✖ icon to remove a message content field.

Once entered the message(s), click on 'Send' to submit the message. The flash screen in Figure 5.18 appears as a result.
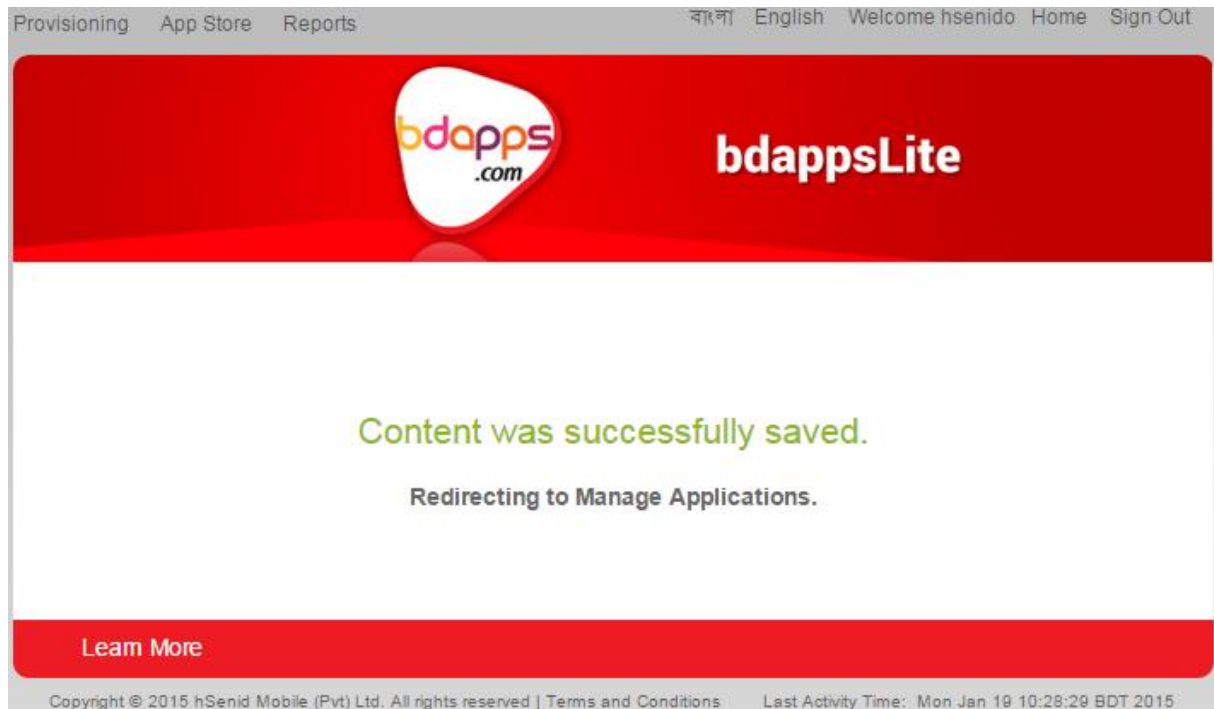
Figure 5.18

If editing is required for the already saved messages in 'Service' applications, then click on the 'Use' link from 'My Applications' page (Refer Figure 5.2) to proceed to the 'Use' view (Refer Figure 5.17).

5.3   Publish

The Service Provider can publish his application to BDApps App Store using this feature.

Click on 'Publish' feature depicted in 'My Applications' page (Refer Figure 5.2) to proceed to the 'Publish' view depicted in Figure 5.19.

Figure 5.19

Fill in the mandatory fields available in publish view as described in the following table.

Label	Description
Application Name	Name which was given to the application while creating the app. This field is read only.
Publish Name*	The name which appears as the application name in BDApps App Store.
Application Category*	Select the category, which application belongs to, from the dropdown available. This will help to group the published application into one of the categories available in the BDApps App Store.

Category 1	Select a relevant label from the dropdown.
Category 2	Select a relevant label from the dropdown.
Category 3	Select a relevant label from the dropdown.
Application Icon	Click on 'select image' thumb nail, browse and select an image for the application icon. This icon will appear in the BDApps App Store, along with the publish name. Icon should be; ● minimum 120x120 pixels ● aspect ratio of 1:1 ● maximum size of 50KB
Application Banner	Click on 'select image' thumb nail, browse and select an image for the application banner. This banner image will appear in the home page slide show when the application is categorized as a featured application. Banner should be; ● minimum 370x225 of pixels ● maximum size of 50KB
Application Description	Add a description to the application.
Application Short Description*	Add a short description to the application. This will appear under the 'Description' field in BDApps App Store.
Usage Instructions*	Add usage instructions related to the application. This will appear under 'Instructions' field in BDApps App Store.

Table 5-10

Fields marked in * indicate that those fields are mandatory to publish the application.

Once filled all the details, click on 'Publish' button to publish the application to BDApps App Store.

5.4   Help

Help view generates a set of instructions for the subscribers of the application on how to subscribe, unsubscribe or message the particular application. The Service Provider can use these instructions when advertising his/her application.

Click on 'Help' feature depicted in 'My Applications' page (Refer Figure 5.2) to proceed to the 'Help' view of any bdappsLite application.

Following screen (Figure 5.20) depicts the 'Help' view of a 'Voting' application.

Figure 5.20

Following screen (Figure 5.21) depicts the 'Help' view of an 'Alert' application.
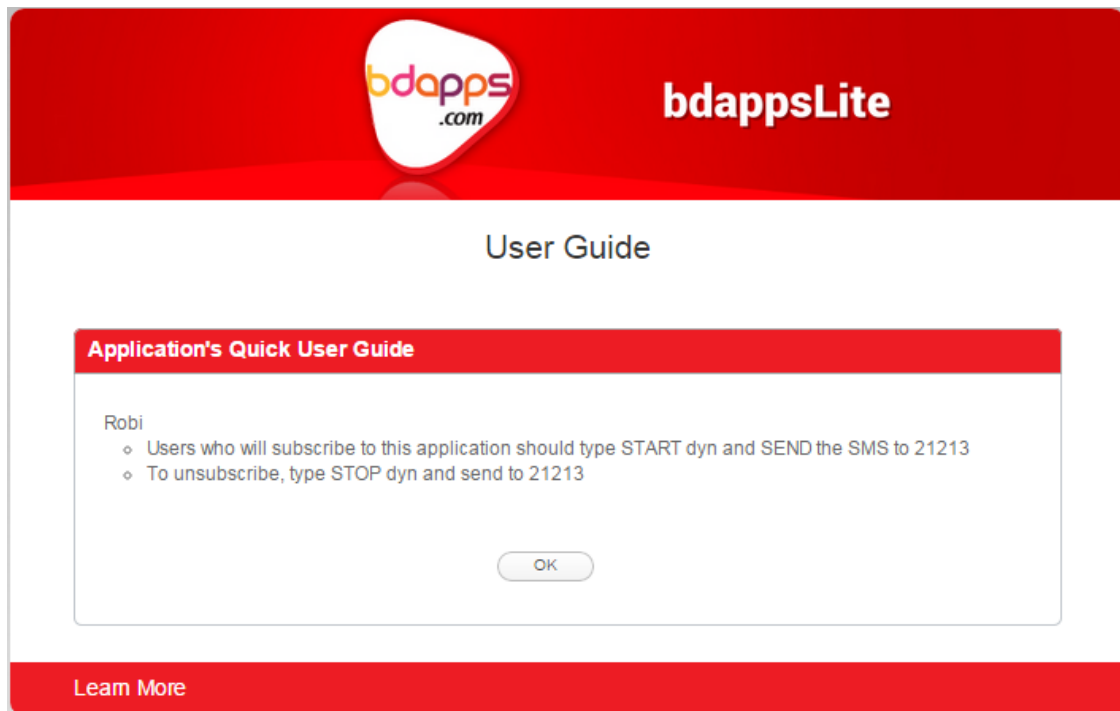
Figure 5.21

Following screen (Figure 5.22) depicts the 'Help' view of a 'Services' application.
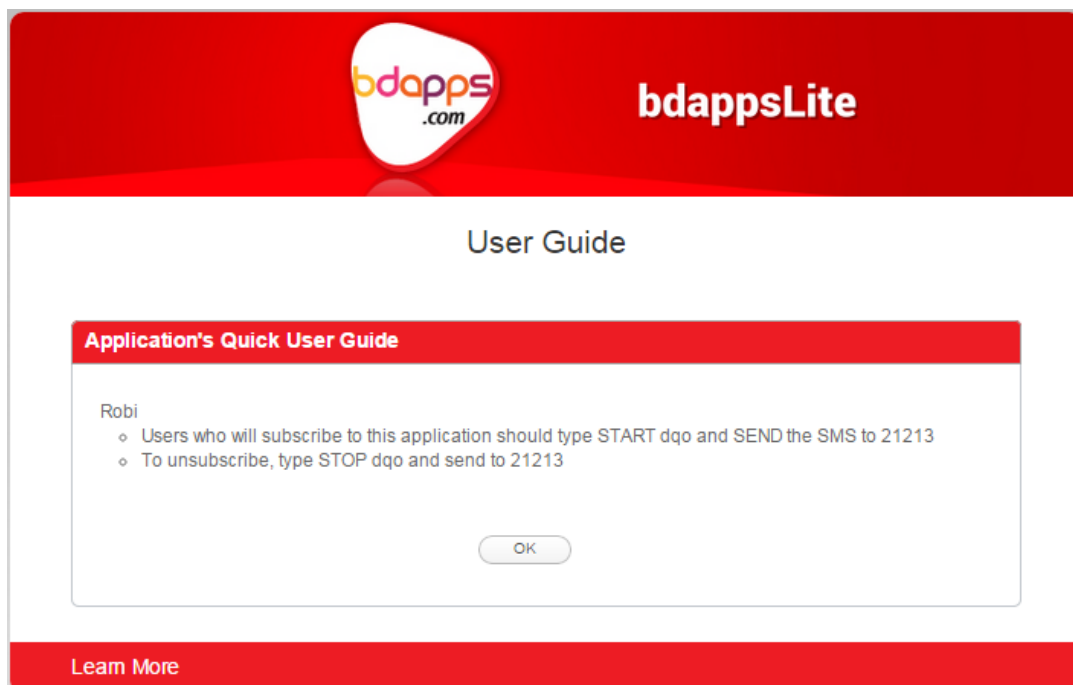
Figure 5.22

Following screen (Figure 5.23) depicts the 'Help' view of a 'Contact' application.

Figure 5.23

6   Settings

Click on Settings icon depicted in Figure 6.1 to proceed to the 'Settings' screen depicted in Figure 6.2.

Figure 6.1
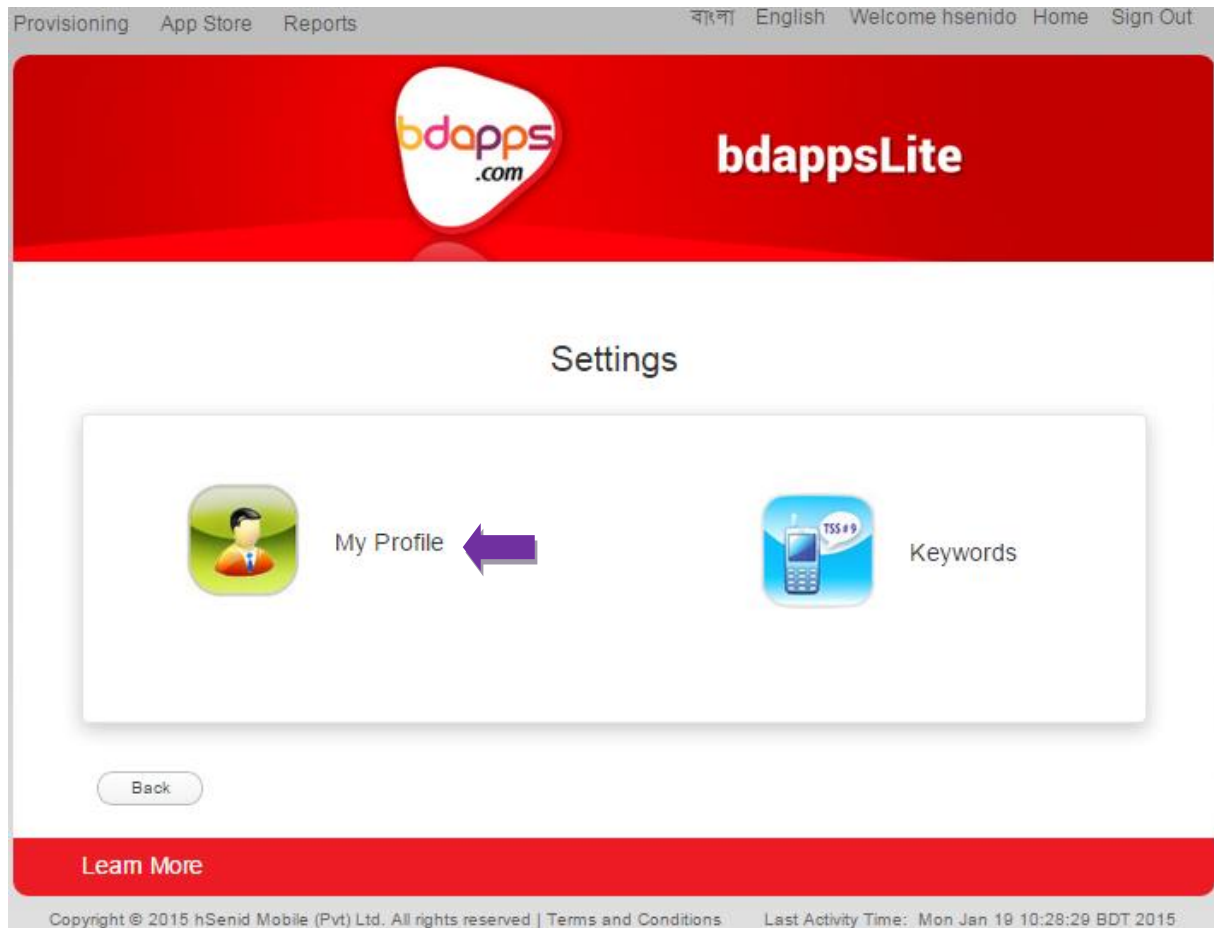
Figure 6.2

6.1 My Profile

Click on 'My Profile' icon to proceed to the edit screen of the Service Provider. Refer Figure 6.3.

Figure 6.3

Clicking on 'Edit' button will convert the read only fields to editable fields. Refer Figure 6.4 below.

Figure 6.4

Enter values to 'Settings' screen as described in the following table.

Label	Description
Organization Details	
Organization Name*	Enter Service Provider's organization name

Organization Size*	Select the organization size from the drop down. Following are available to select from.
	⊙ 0-10 employees
	⊙ 10-50 employees
	⊙ 50-100 employees
	⊙ 100-200 employees
	⊙ More than 200 employees
Industry*	Select the relevant industry for the organization. Following industries are available to select from.
	⊙ Agriculture
	⊙ Apparel
	⊙ Business
	⊙ Construction
	⊙ Education
	⊙ Finance
	⊙ Health
	⊙ Hotels
	⊙ HR
	⊙ IT
	⊙ Logistics
	⊙ Manufacturing
	⊙ Marketing
	⊙ Security
	⊙ Sports
	⊙ Tourism
	⊙ Transportation
	⊙ Other
Contact Details	
Country*	Select the country from the drop down. Only Bangaladesh is available to select from.

Province*	Select the province from the drop down. Following provinces are available to select from.
	● Dhaka
	● Chittagong
	● Rajshahi
	● Khulna
	● Barisal
	● Sylhet
	● Rangpur
City*	Select the city from the drop down.
Post Code	Enter Service Provider's post code
Address*	Enter Service Provider's postal address.
Email*	Email address is a read only field.
Phone Number(s) *	Enter Service Provider's phone number.
Fax Number(s)	Enter Service Provider's fax numbers.
Contact Person Details	
Name*	Enter the contact person's name.
Mobile Number	This is a read only field.
Email*	Enter a contact person's email.
National ID	Enter the national ID card number of the contact person.
Passport Number	Enter the passport number of the contact person.
Birthday*	Enter or select the birth day of the contact person from the calendar.
Gender*	Select the gender of the contact person from the drop down.
Permanent Address*	Enter the permanent address of the contact person.

Beneficiary's Bank Details	
Beneficiary's Name	Enter the name of the beneficiary
Bank Code	Enter the bank code of the beneficiary
Bank Branch Code	Enter the bank branch code of the beneficiary
Bank Branch Name	Enter the bank branch name of the beneficiary
Bank Account Number	Enter the bank account number
Reconciliation Details	
Tax Identification Number	Enter the tax identification number.
Business License Number	Enter the business license number
Business Account Number	Enter the business account number

Table 6-1

The fields marked in * indicate that those fields are mandatory.

Once edited the fields, click on 'Save' to submit changes. Or else click on 'Cancel' to return to view mode.

6.2 Security

Click on the 'Security' tab to proceed to the screen depicted in Figure 6.5.

Figure 6.5

Label	Description
Enter your current Password*	Enter the corporate user's current password
Choose a new Password*	Enter a new password for the corporate user
Re-enter new Password*	Re-enter the newly entered password.

Table 6-2

The fields marked in * indicate that those fields are mandatory.

Once entered all the details, click on 'Change Password' button to change the current password. Or else click on 'Reset' to clear values.

6.3   Keywords

Click on 'Keywords' icon to proceed to the screen which lists all the keywords available/assigned to applications in bdappsLite. Refer Figure 6.7.

Figure 6.6

Figure 6.7

Click on 'Back' button to proceed to the previous screen (Refer Figure 6.6).

7 View Reports

Click on 'View Reports' icon depicted in Figure 7.1 to proceed to the screen depicted in Figure 7.2
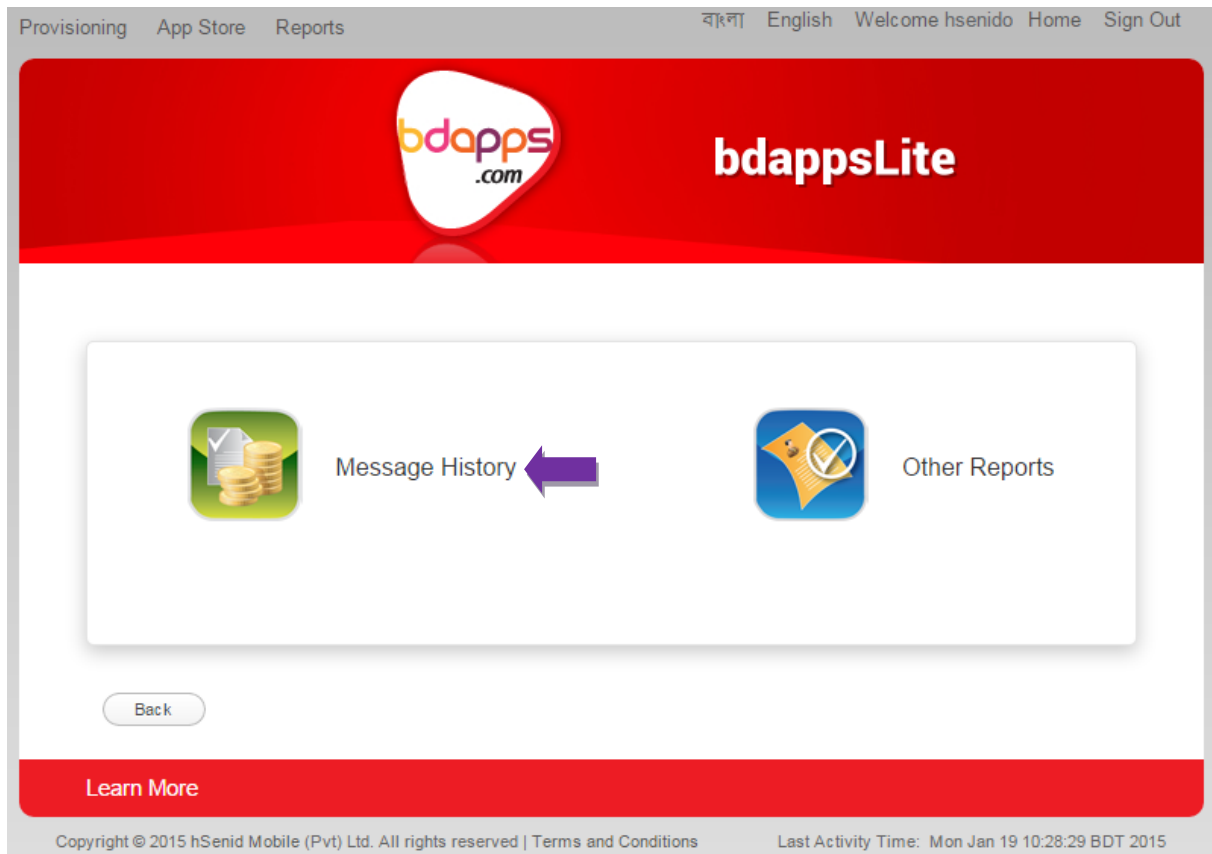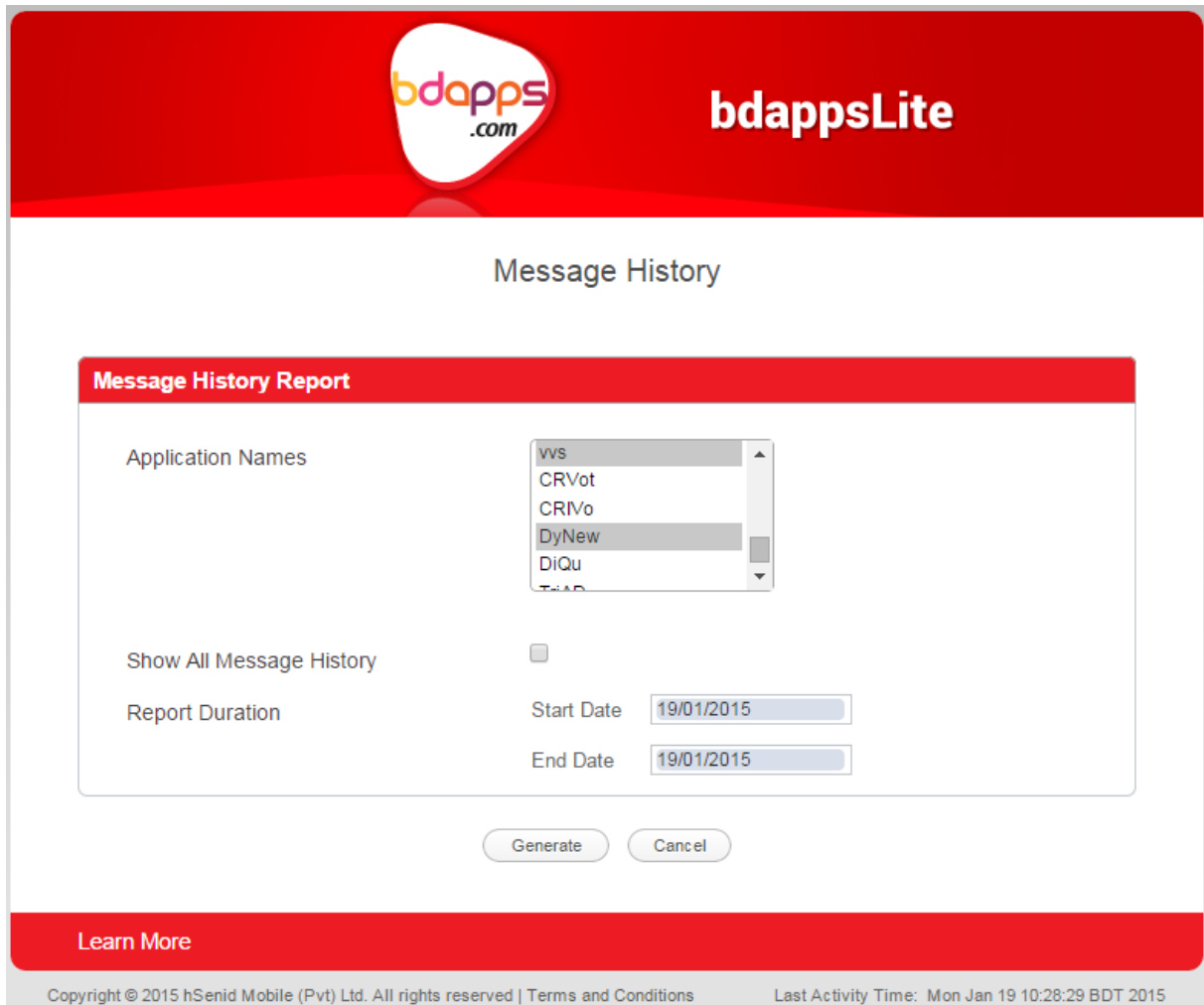

Figure 7.1

Figure 7.2

7.1   Message History

Click on 'Message History' icon depicted in Figure 7.2 to proceed to the report generation screen of 'Message History Report'.

Figure 7.3

Enter values into the above screen as described in following table.

Label	Description
Application Names	Select application names from the list box. Use Ctrl or shift keys to select multiple applications.
Show all message history	Select this check box to view all message history. Fields for 'Report Duration' will disappear once selected this check box.
Report Duration	Set the report duration using calendars for Start Date and End Date.

Table 7-1

Click on 'Generate' button to view Message History Report. Click on cancel to go back to 'View Reports' page.

Following screen depicts the Message History Report.

Figure 7.4

7.2　　Other Reports

Clicking on 'Other Reports' icon depicted in Figure 7.2　will direct the user to mChoice^{TM} Reporting module.