

User Manual

DANCE DEALS

Getting Started: Registration

Ready to join our vibrant community of dancers? Here's how to create your Dance Deals account:

Visit <http://dancedeals.free.nf/index.php> to access the platform.

Ensure you have a stable internet connection and a modern browser (e.g., Chrome, Firefox).

1. **Click** the 'Profile logo' button on the homepage. It's located at the top right corner.
2. **If you don't have an account yet: Click Register**
 - **Enter** your email address, a secure password, and your preferred username. *Tip: Use a username that reflects your dance style or personality!*
3. **Click** 'Register'.
4. **Login** with your new credentials.
5. **If you already have an account: Click Log in**
 - Fill in your login details you used to register
 - click login

Listing Your Dance Products

Turn your gently used dancewear and equipment into cash! Follow these steps to list an item:

1. **Login** to your Dance Deals account.
2. **Click** the 'Sell your goods' button (found in the header).
3. **If you have an account**
 - On the dashboard, click on view products
 - Fill in the necessary fields
 - Click add product
4. **If you don't have an account**
 - Click Register, then follow the step 3
5. **Click** 'Add Product'.

Buying and Selling: Navigating Dance

Buying Items

1. **Browse** categories or use the search bar to find what you need.
2. **View** listings carefully. Click on the eye icon to view product details.
3. **Click** 'Add to Cart'.
4. **Cart:** In the cart, choose how many items and click on the green check mark to confirm the amount.
5. **Checkout:** After confirming the amount, click "proceed to checkout."
6. **Place order:** Fill in all the details and choose the payment method.
7. **Confirm** your order by clicking on "Place Order."

Selling Items

1. **Add Products:** Click on "View Products" to edit, delete, or add products.
2. **Orders:** View and update orders by clicking on "View Orders".
3. **Past Orders:** View completed orders by clicking on "View Completed Orders."
4. **All Orders:** View all orders by clicking on "all orders".
5. **Profile:** update or delete profile by clicking on "update profile".
6. **Request** feedback from the buyer after the transaction is complete. Your rating helps build trust within the community.

Sellers: Tips and Tricks for Good sellers!

1. **Respond** promptly to buyer inquiries.
2. **Package** items carefully to prevent damage during shipping. Use bubble wrap and sturdy boxes.
3. **Ship** the item as soon as possible after receiving payment. Provide the buyer with a tracking number.
4. **Communicate** with the buyer throughout the process.
5. **Resolve** any issues or concerns quickly and professionally.
6. **Request** feedback from the buyer after the transaction is complete.

Be respectful and courteous in all your interactions. Dance Deals is a community built on shared passion.

Accounts: Secure Transactions

Dance Deals uses secure payment gateways to protect your financial information. We support the following payment methods:

- Credit Cards (Visa, Mastercard, American Express)
- Cash On Delivery
- PayPal

Never share your financial information directly with another user. All payments should be processed through the Dance Deals platform.

We strive to create a safe and positive environment for all users. Our support team is dedicated to resolving disputes fairly and efficiently.

Accounts: Managing your account

Update your profile by clicking on the profile logo in the corner or on the seller dashboard/home page.

Add, edit or remove products from your “store” on the seller dashboard.

Contact Support

For Issues, contact us by clicking on the “contact us” button and send a message.

click “send message” and we will get back to you

Technologies Used

1. PHP - Hypertext Processor
2. MySQL
3. HTML - Hypertext Markup Language
4. CSS Cascading Style Sheets
5. JavaScript
6. PDO - PHP Data Objects
7. Web Server - Apache HTTP Server

Admin

This section of user manual not to be shared with users just admin for security measures

Visit <http://dancedeals.free.nf/admin/dashboard.php> to access the platform.

Below is the admin panel dashboard:

DASHBOARD

Welcome

admin

[Update Profile](#)

R2548/-

Total Pendings

[View Orders](#)

R1299/-

Completed Orders

[View Completed Orders](#)

3

Orders Placed

[View Placed Orders](#)

8

Products Added

[View Products](#)

5

Normal Users

[View Users](#)

2

Admin Users

[View Admins](#)

3

New Messages

[View Messages](#)

Update Profile:

1. click update profile
2. update details
3. click update

View Pending orders: Click “View Orders”

View Completed orders: Click “view Completed Orders”

View all past orders: Click “View Placed Orders”

Add or view products: Click “View Products”

View or delete Users: Click “View Users”

View, add or delete Admins: Click “View Admins”

View or delete Messages: Click “View Messages”

Web Traffic

To check the web traffic of the website Dance Deals will incorporate Google Analytics (GA4)

Key Features:

- Audience Insights
- Acquisition reports
- Behavior reports
- E-Commerce tracking

Last Minute Tips!

- Use clear photos and honest descriptions when selling.
- Communicate promptly with buyers or sellers.
- Report any issues to support immediately.
- Thank you for using Dance Deals! Happy buying and selling!

Now that you know the basics, it's time to explore Dance Deals ! Start browsing, listing your items, and connecting with other dancers. Happy swapping! 🍷