

# **Getting Started: Registration**

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

Visit <a href="http://dancedeals.free.nf/index.php">http://dancedeals.free.nf/index.php</a> 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
  - o 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
  - o 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**

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

#### **Selling Items**

- Add Products: Click on "View Products" to edit, delete, or add products.
- Orders: View and update orders by clicking on "View Orders".
- 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".
- 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.
- 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 HHTP Server

### **Admin**

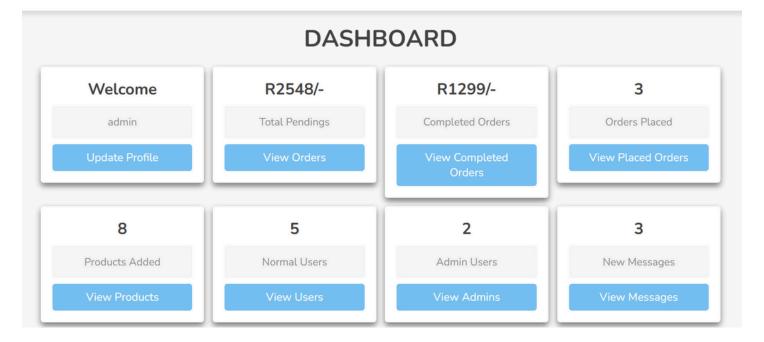
This section of user manual not to be shared with users just admin for security measures

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

Below is the admin panel dashboard:







#### **Update Profile:**

- 1. click update profile
- 2. update details
- 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:**

- o 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!