USER MANUAL

Imonggo – Shopify Integration

Version 1.0 | July 24, 2015

USER'S MANUAL

TABLE OF CONTENTS

1.0 General Information

1.0 GENERAL INFORMATION

The General Information section explains in general terms the system and the purpose for which it is intended.

1.1 System Overview

Imonggo-Shopify Integration is a web-based application that lets clients save their products, customers, and invoices in Imonggo, an online Point-Of-Sale system. The application wishes to efficiently update products from imonggo to their e-commerce site, and add customers and invoices from their Shopify website to imonggo.

1.2 Organization of the Manual

The user's manual consists of five sections: General Information, Getting Started, and Using the System.

The General Information section wishes to explain the objective of the application and its benefits to the clients.

The Getting Started section explains how to begin with the Imonggo-Shopify Integration app with step-by-step instructions and screen captures.

Using the System section thoroughly explains the detailed description of how the application is being used.

2.0 Getting Started

2.0 GETTING STARTED

The Getting Started section explains how to begin with the Imonggo-Shopify Integration app with step-by-step instructions and screen captures.

2.1 Signing Up and Logging In

If you already have an Imonggo account, log in with your account id, email and password. If you're new to the system, simply click the "Get your FREE Account" button at the upper-right of your screen, just below the login fields.
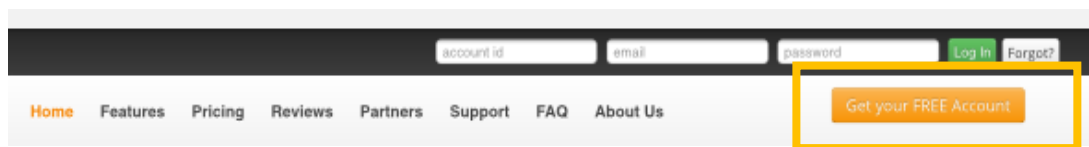
The system will load you to the next page, letting you provide your basic information. Fill-up the fields and then click the "Create My Free Account" button afterwards.

A pop-up box will appear confirming your sign up details. Click "ok". Return to home and login with your account id, email address and password. Click "login".

2.2 System Home Page

Once you successfully logged in to your account, you will automatically be redirected to Imonggo's homepage. Click the "Partners" tab.
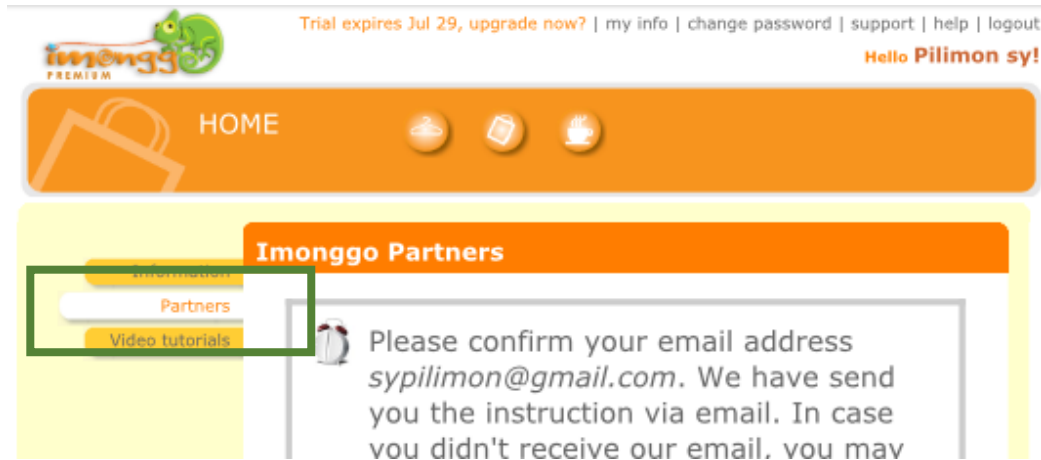
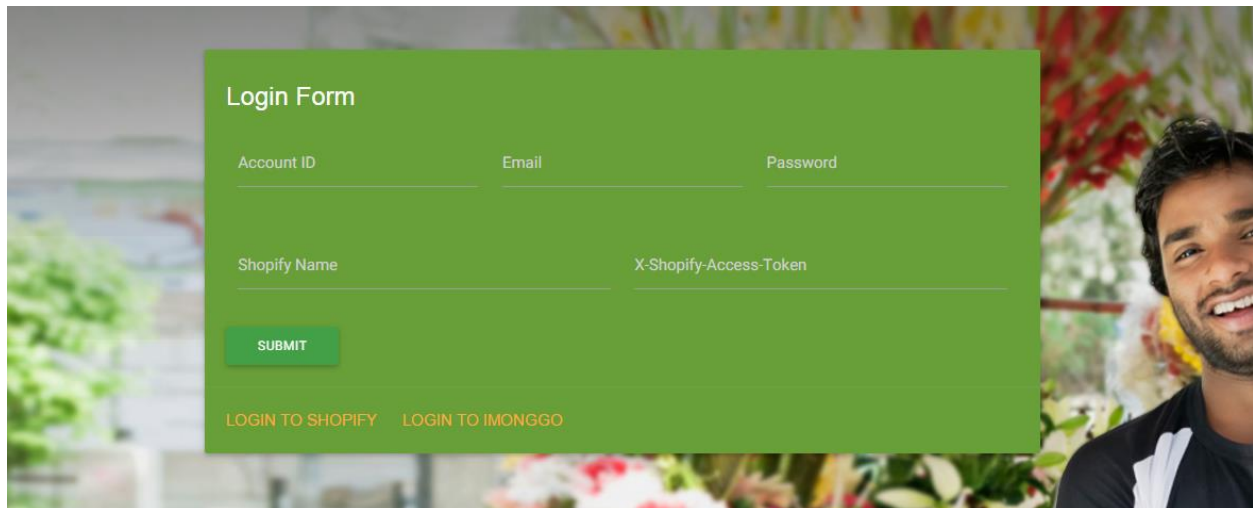Simply follow the instructions indicated at the POS-Sync section.

3.0 **Using the System**

3.0 USING THE SYSTEM

Using the System section thoroughly explains the detailed description of how the application is being used.

3.1 Login

On the login page, you are required to fill in your Imonggo account ID, email address and password. It also requires you to provide your Shopify shop name and access token.


Click the submit button and it will authenticate you to the app when all information are filled up correctly.

3.2 Update Products

On the application's home page, there are 2 buttons labelled "All Products" and "Selected Products". If you wish to update your site's inventory by adding all Imonggo products to your Shopify account, simply click the "All Products" button.

Nonetheless, if you wish to filter a portion of products that you want to add to your Shopify account, click the "Selected Products" button. A pop-up box will appear, allowing you to choose among the products' tags. Clicking the "submit" button will filter all the products with the certain tag/s that you have selected and will then be posted to your account's inventory.
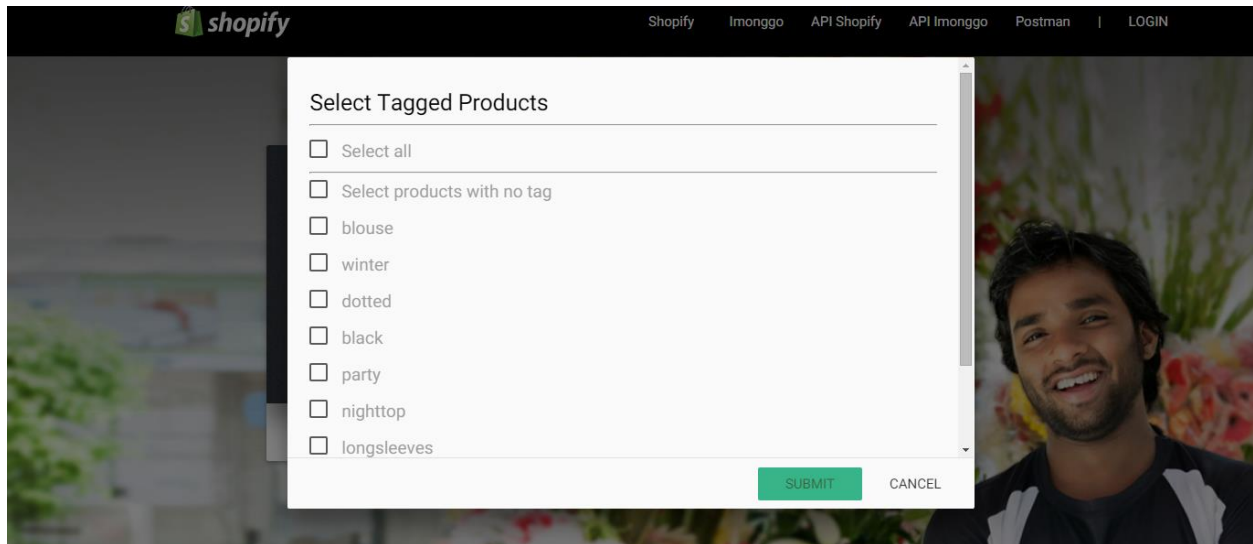
3.3 Update Customers

Clicking the "Customers" button will automatically add all your "enabled" Shopify customers to your Imonggo inventory. Enabled customers are only those who accepted Shopify's invitation upon their creation as a customer.

3.4 Update Invoices

Clicking the "Invoices" button will automatically update all your Shopify orders to your Imonggo sales invoices. It will also update the stocks of your available products to Imonggo.