



Welcome to mybarnite.com

User Guide

Please read this guide carefully and follow the instructions to a successful trading.

Table of Contents

1. Introduction
2. How to complete your registration
3. Setup your Stripe Account for Payout
4. Business User Account Management Dashboard
 - 4.1 Homepage
 - 4.2 Bar Listing page
 - 4.3 Gallery page
 - 4.4 Food menu page
 - 4.5 Subscription page
 - 4.6 Account page
 - 4.7 My Blog
 - 4.8 User Guide
 - 4.9 Manage Profile/Staffs
 - 4.10 Logout

1. Introduction

We understand flexibility and strategic thinking is the key to successful business model in competitive environment. You have made the right decision to join us to help drive your business forward.

This website is responsive to all mobile devices, just like any mobile application. It offers fantastic user experience to your customers. Your customers will be able to download our Mobile app to search and purchase your products and services on the go. We handle all order placed by your customers and credit your account instantly and credit your account real time. No more hassles.

Who we are:

This document explains in detail all the nice features that are available to your business on your dashboard as a member of mybarnite.com. It describes the navigation steps across the website with the pictures of what to expect when using our application. It also explains how to use our application to maximise your profit, while informing your customers about your products, promotions and increase your profit margin to make your business standout.

In the UK and US, we have over 112,000 thousands Bars, Pubs, Night Clubs, lounge bar and Wine Bars are available on our website.

Case study:

Finding customers can be very challenging and difficult for small and medium size businesses. Showing them your products can be tedious and very expensive without the right technology. 80% of newly established small and medium size businesses close down within two years for lack of sales or funding according to the statistics published in several business magazines.

What we do:

Mybarnite.com understands these problems and we are here to remove friction in the supply chain and help small and medium size businesses to increase their profit margin.

Our application has been built to help businesses of all size to sell and make profit. We take over your advertisement and campaign, then you connect you with the right customers, reminder them about your products and services including benefits of being your client.

To effectively use our website, follow the steps listed below to reap the fruits of your labour. No more headaches about how to reach your customers or customers finding you. Simply post your events and venue your including your menu card on mybarnite.com. We will spread the news to your customers through our Mobile app and website via popular social media, such as Facebook, Twitter, Instagram and Google in advance so that customers can find your businesses.

1. How to complete your registration:

Step 1: Registration – This process will not take more than 5 – 10 minutes.

Business user will need to sign-up on our website as part of registration process to use the website. You will be able to Sign-Up as new business or **Claim Your Business** by simply searching for your business on mybarnite.com.

Should you find your business, simply claim your business, complete and submit the registration.

At the end of the registration, business user will be automatically connected to Stripe payment to setup their account so that you can get paid. To so, following the easy steps-by-steps guide in the email we send to you while completing your registration form.

Note: We use Stripe payment gateway to process all orders placed by your customers and pay out your funds to your businesses account.

Let's look at the registration process.

2.1. Type of registrations

1. Sign-Up as a new business

2. Claim your business

Let's us look at the registration process.

Sign-Up as new business: On the homepage, select Sign-up button. You will be redirected to complete a form and click on submit button. Please see fig 1.

Fig 1: HOMEPAGE

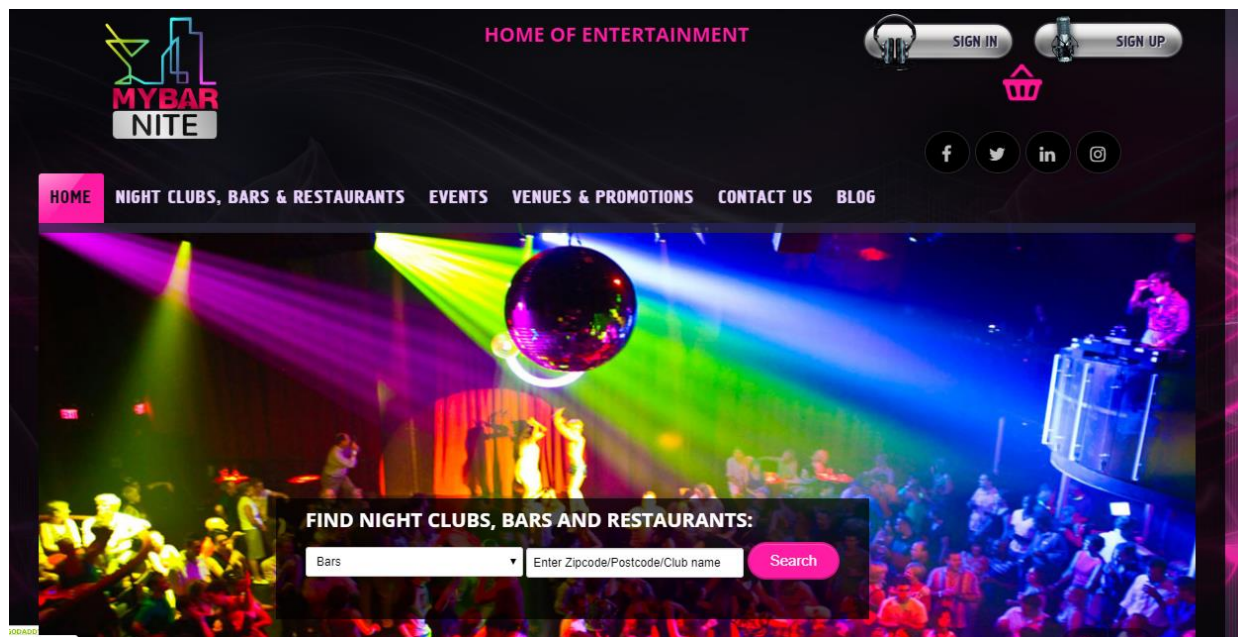


Fig 2: SIGN-UP PAGE.

The screenshot shows the 'BUSINESS OWNER SIGN UP' page of 'MYBAR NITE'. The header is identical to the homepage. The main content area is a dark grey form with white text and input fields. The form includes the following fields: 'OWNER NAME:' with a placeholder 'Owner Name...', 'EMAIL:' with a placeholder 'Email...', 'PASSWORD:' with a placeholder 'Password...', 'CONFIRM PASSWORD:' with a placeholder 'Confirm Password', and 'CONTACT NO.:' with a placeholder 'Contact No...'. Below these fields is a checkbox labeled 'I have read and agree to the [Terms of conditions](#) and [Privacy policy](#)'. A pink button labeled 'FIND YOUR BUSINESS' is located to the right of the form fields. At the bottom of the form is a white button labeled 'SIGN UP'.

Important:

You must accept the **Terms & Conditions**. When you have finished, click on Submit button to save your form. We will email you a link to verify your account, click on the activate link and sign in unto your dashboard.

Now tell us about business by adding your business details:

- Login on to your dashboard, select **Bar Listing button** on the left panel of the dashboard, add your business details and save your details. Please see Fig 3 and Fig 4:

Fig 3: Dashboard

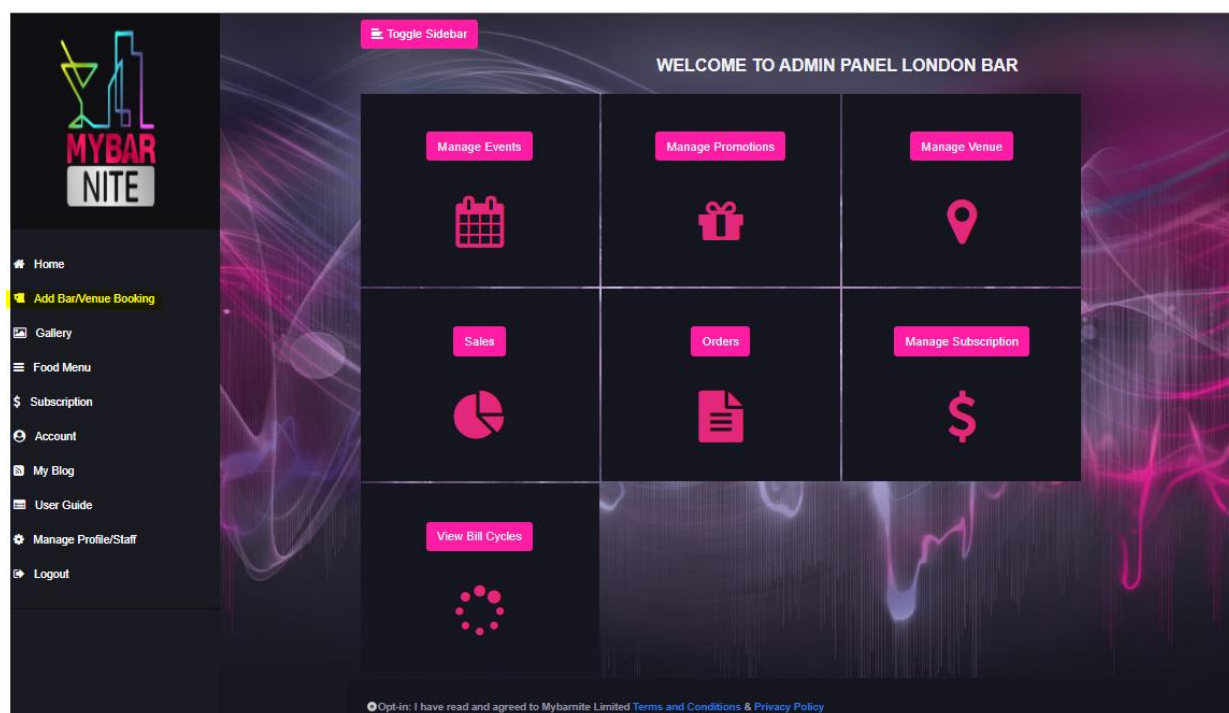
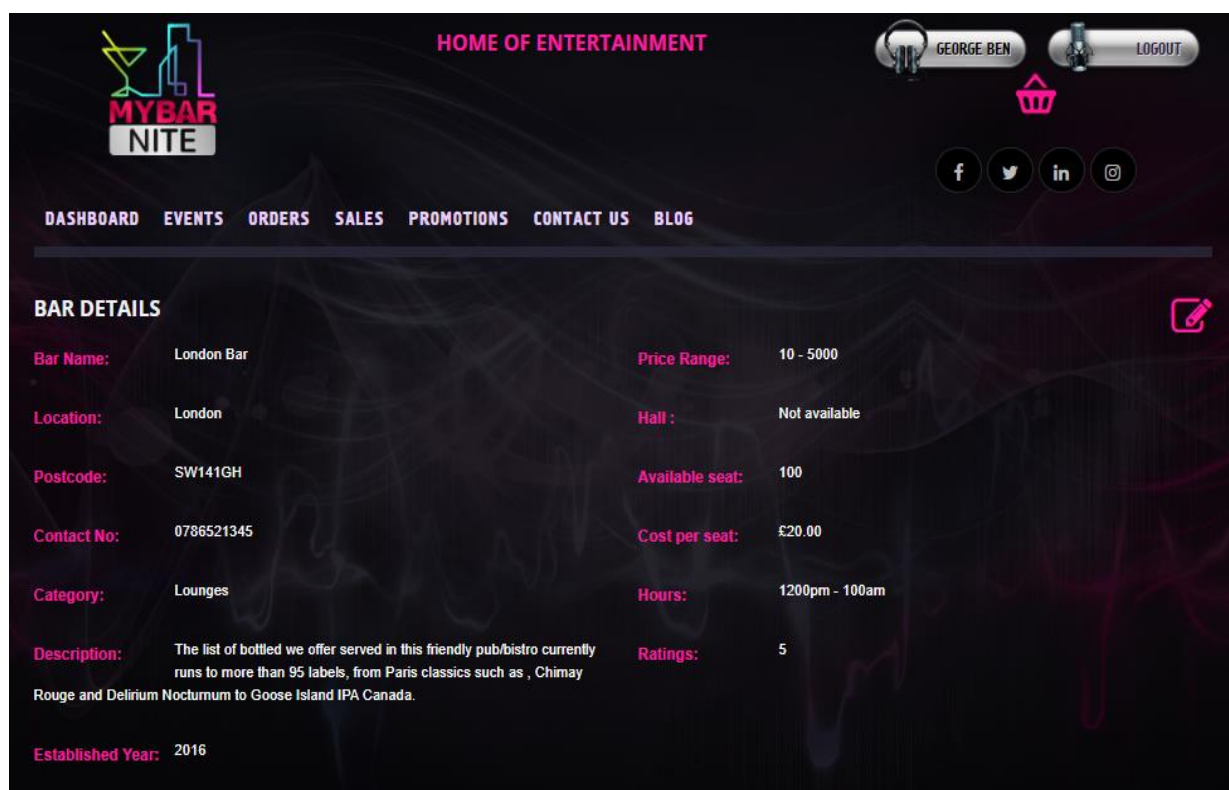


Fig 4: Bar Listing Page



Mybarnite Sales Administrator will review your business details, you will receive an email notification with a **link** to set up and connect your Stripe account your payment (takes approximately 5-10 minutes).

- Click on the link to view Stripe on boarding identity form page.
- On Stripe page, complete the identity form and save the changes. You will be automatically connected to Mybarnite for payout of your profit.

Alternatively, Sign-In with your existing Stripe account and click on connect button. You will be automatically connected to Mybarnite for payout of your profit.

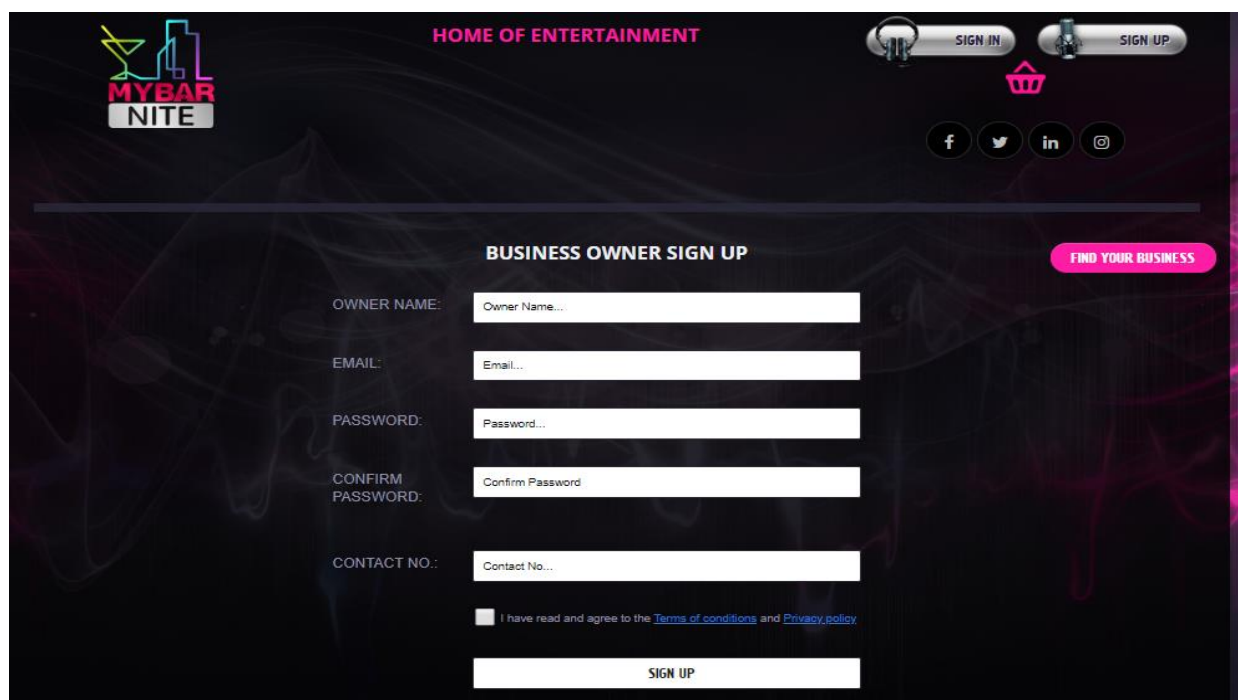
Note: Sometimes, the email may take few minutes due to slow internet network connection.

If you need our assistance or have any questions about your registration, please contact our customer support team at info@mybarnite.com we will get back to you as quickly as possible.

Register using Claim your business:

You will be able to search for your business by going to the Sign-up page and select **Find Your Business** link and follow the steps as shown below.

Fig 5: Claim you your business



The screenshot displays the 'MYBAR NITE' website interface. At the top left is the logo, and at the top center is the text 'HOME OF ENTERTAINMENT'. On the top right, there are 'SIGN IN' and 'SIGN UP' buttons, a shopping cart icon, and social media icons for Facebook, Twitter, LinkedIn, and Instagram. The main content area features a 'BUSINESS OWNER SIGN UP' form with the following fields: OWNER NAME, EMAIL, PASSWORD, CONFIRM PASSWORD, and CONTACT NO. A 'FIND YOUR BUSINESS' button is located to the right of the form. Below the form fields is a checkbox for agreeing to the terms and privacy policy, followed by a 'SIGN UP' button.

MYBAR NITE
HOME OF ENTERTAINMENT

SIGN IN SIGN UP

f t in @

BUSINESS OWNER SIGN UP FIND YOUR BUSINESS

OWNER NAME: Owner Name...

EMAIL: Email...

PASSWORD: Password...

CONFIRM PASSWORD: Confirm Password

CONTACT NO.: Contact No...

☐ I have read and agree to the [Terms of conditions](#) and [Privacy policy](#)

SIGN UP

Fig 6: Find your business

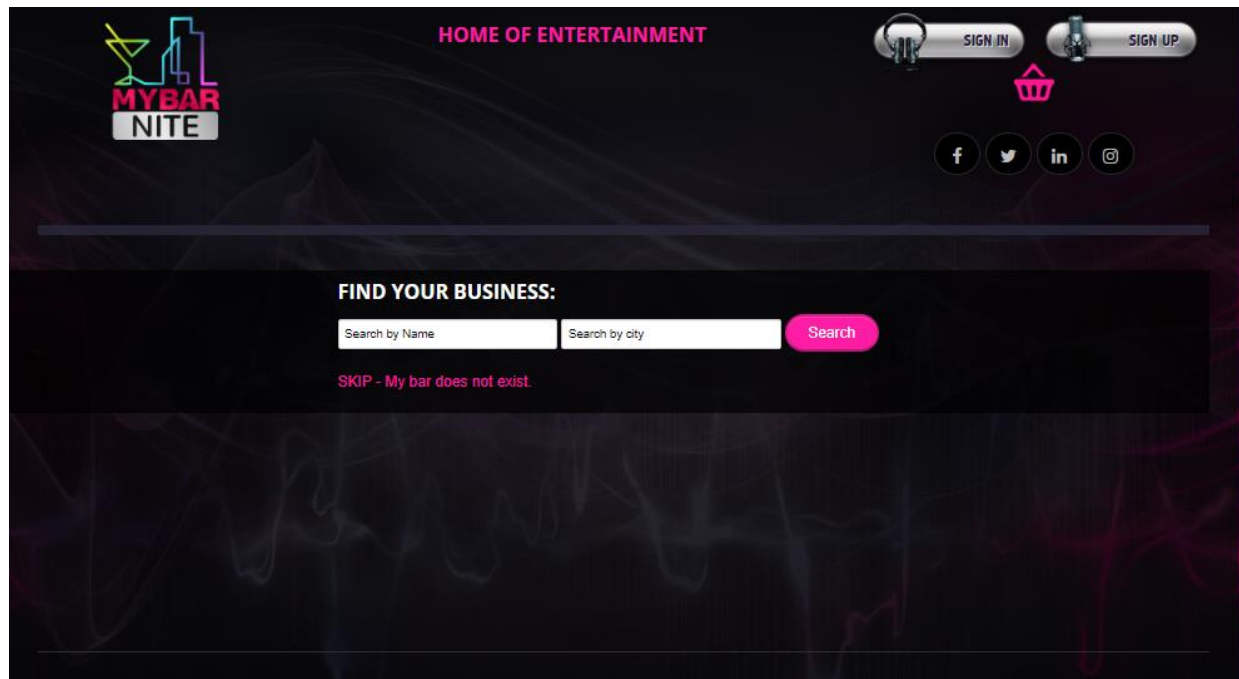


Fig 7: View your business

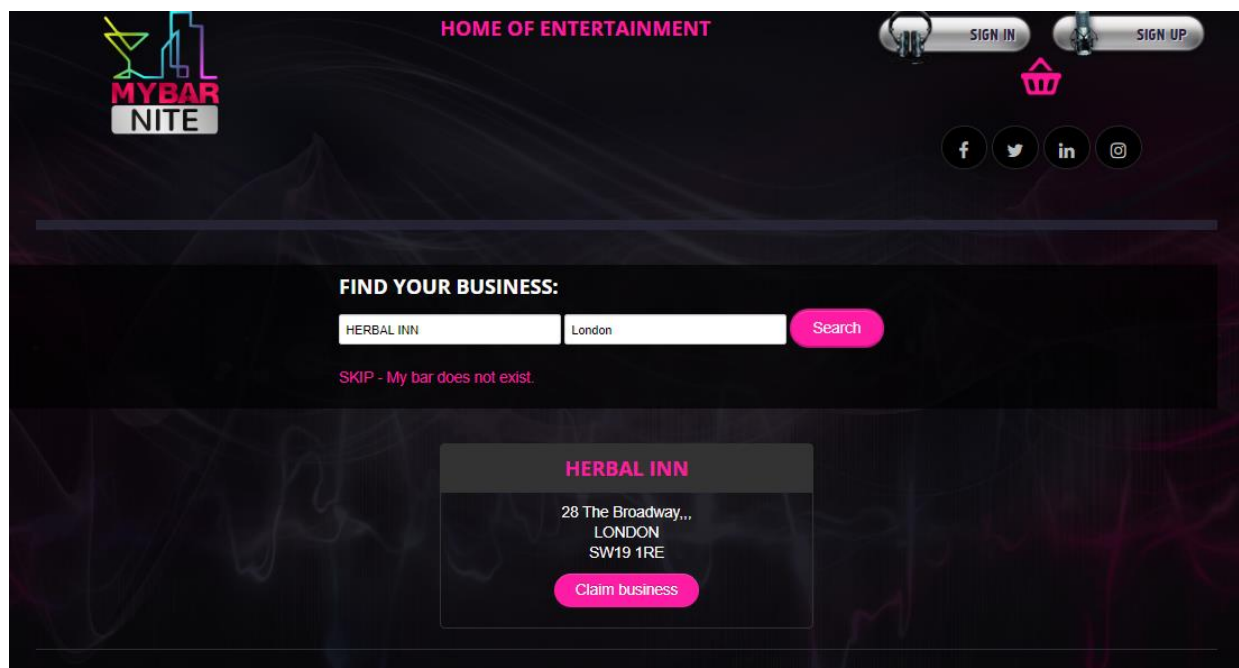


Fig 8: Complete and submit your form.

BUSINESS OWNER SIGN UP

BUSINESS NAME:

OWNER NAME:

EMAIL:

PASSWORD:

CONFIRM
PASSWORD:

CONTACT NO.:

☐ I have read and agree to the [Terms of conditions](#) and [Privacy policy](#)

SUBMIT

Important:

You must accept the **Terms & Conditions**. When you have finished, click on Submit button to save your form. You will get an email with a **link** to verify your account, click on the **Activate** link and sign in to your dashboard.

Adding your Business Details:

- Login on to your dashboard, select **Bar Listing button** on the left panel of the dashboard, add your business details and save your details.
- An email will be sent to you with a **Link** to complete a business identity check form (**Fig 10**). Sometimes, the email may get delayed due to slow internet connection, give it sometime and check again.

Fig 10: Email link for business identity check form

Dear Benny tailor,

Your Business claim has been accepted successfully!

Before login please connect your stripe account with us to enable the transactions. Follow the [link](#) to connect with us using an existing account or by creating a new one.

Thank you for joining our business.

Mybarnite Limited

E-mail: info@mybarnite.com

Website: mybarnite.com



Fig 8: Dashboard page.

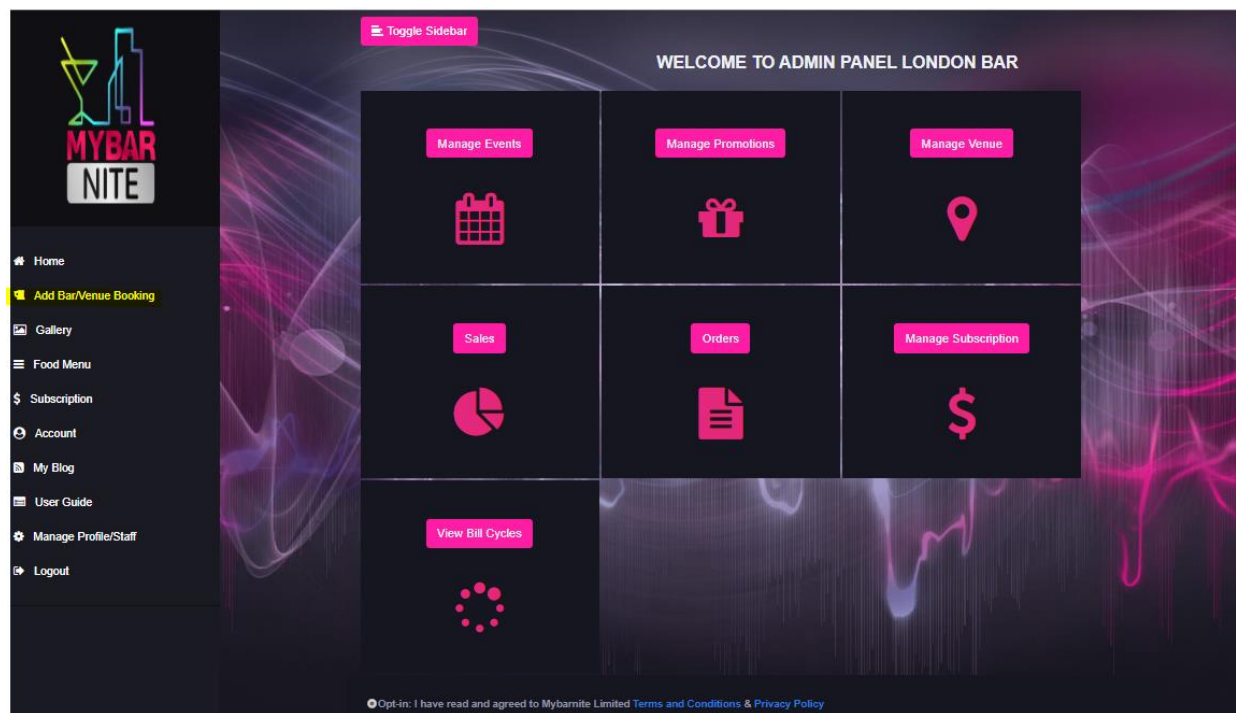
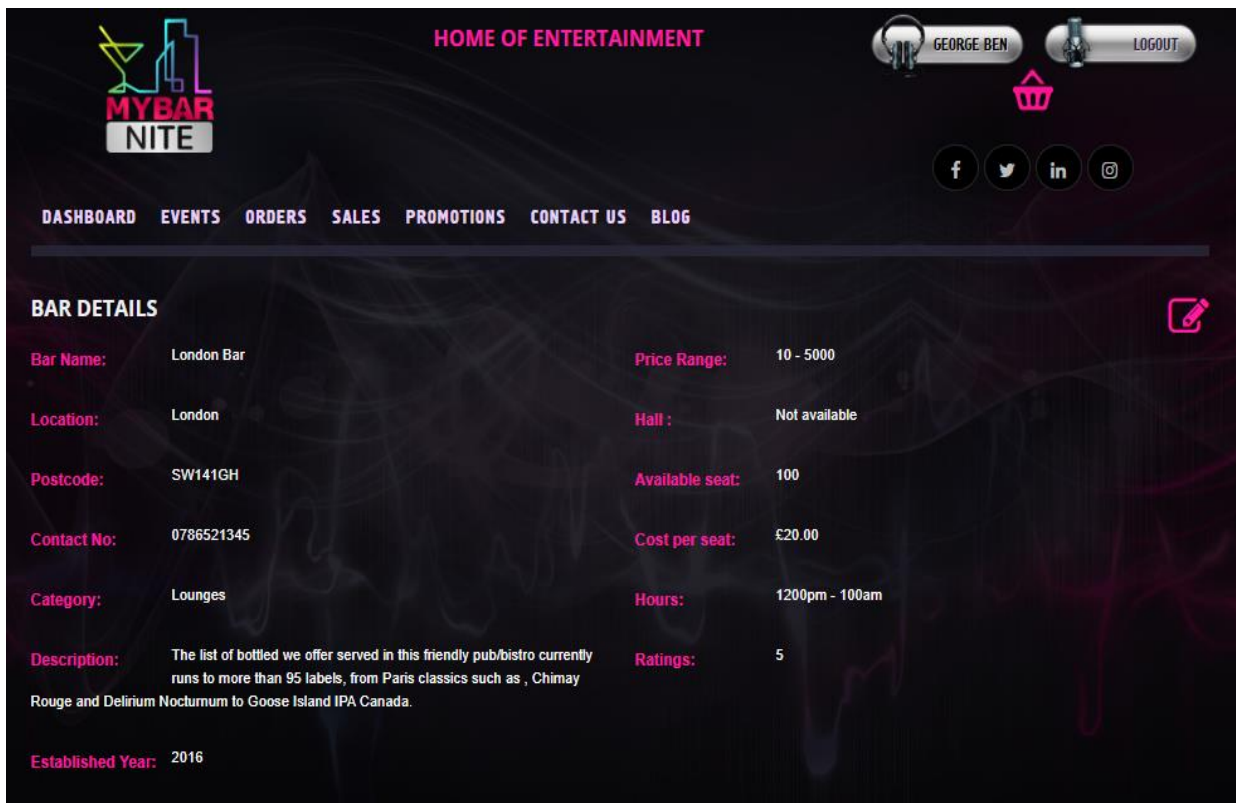


Fig 9: Bar Listing page



3. Setup your Stripe Account for Payout

Important: We manage our clients account business details in a secure bank environment to ensure we comply to the highest security standard set by the law and banks. This is to ensure maximum data security and prevent fraud.

We will email you a **link** to complete a business identity check form (**Please see Fig 10: Email link for business identity check form**). Sometime the email may get delay due to slow internet connection, give it sometime and check again.

Fig 10: Email link for business identity check form.

Dear Benny tailor,

Your Business claim has been accepted successfully!

Before login please connect your stripe account with us to enable the transactions. Follow the [link](#) to connect with us using an existing account or by creating a new one.

Thank you for joining our buisiness.

Mybarnite Limited

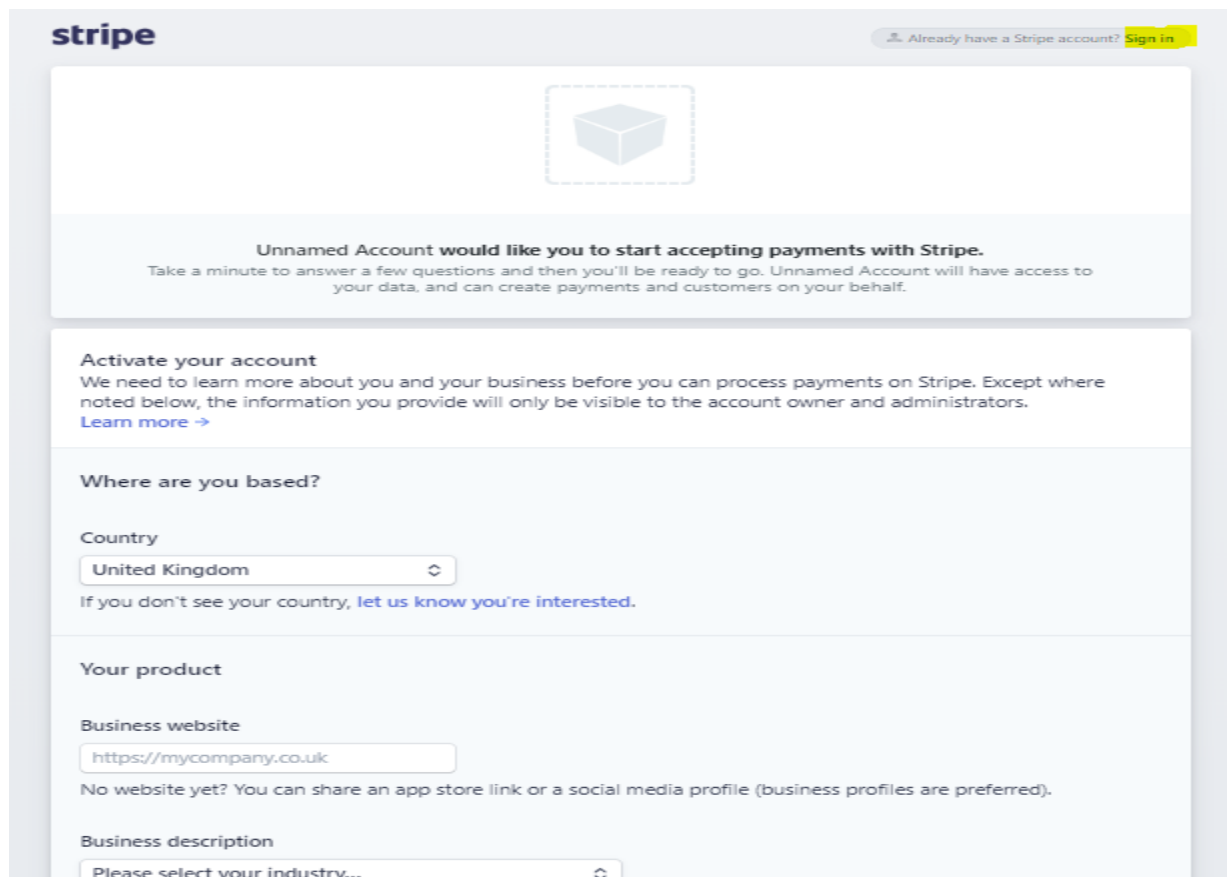
E-mail: info@mybarnite.com

Website: mybarnite.com



Click on the link and you will be redirected to Stripe payment business identity check form page. Please see Fig 11.

Fig 11: Stripe business identity check form



The screenshot shows the Stripe business identity check form. At the top left is the Stripe logo. At the top right is a link "Already have a Stripe account? Sign in" with a yellow background. Below the logo is a dashed box containing a 3D cube icon. A message states: "Unnamed Account would like you to start accepting payments with Stripe. Take a minute to answer a few questions and then you'll be ready to go. Unnamed Account will have access to your data, and can create payments and customers on your behalf." Below this is a section titled "Activate your account" with a sub-header "We need to learn more about you and your business before you can process payments on Stripe. Except where noted below, the information you provide will only be visible to the account owner and administrators." and a link "Learn more →". The form has three main sections: "Where are you based?" with a "Country" dropdown menu showing "United Kingdom" and a link "If you don't see your country, let us know you're interested."; "Your product" with a "Business website" text input field containing "https://mycompany.co.uk" and a note "No website yet? You can share an app store link or a social media profile (business profiles are preferred)."; and "Business description" with a dropdown menu showing "Please select your industry...".

Fill in your business details and your business account will be created for you on Stripe Payment system.

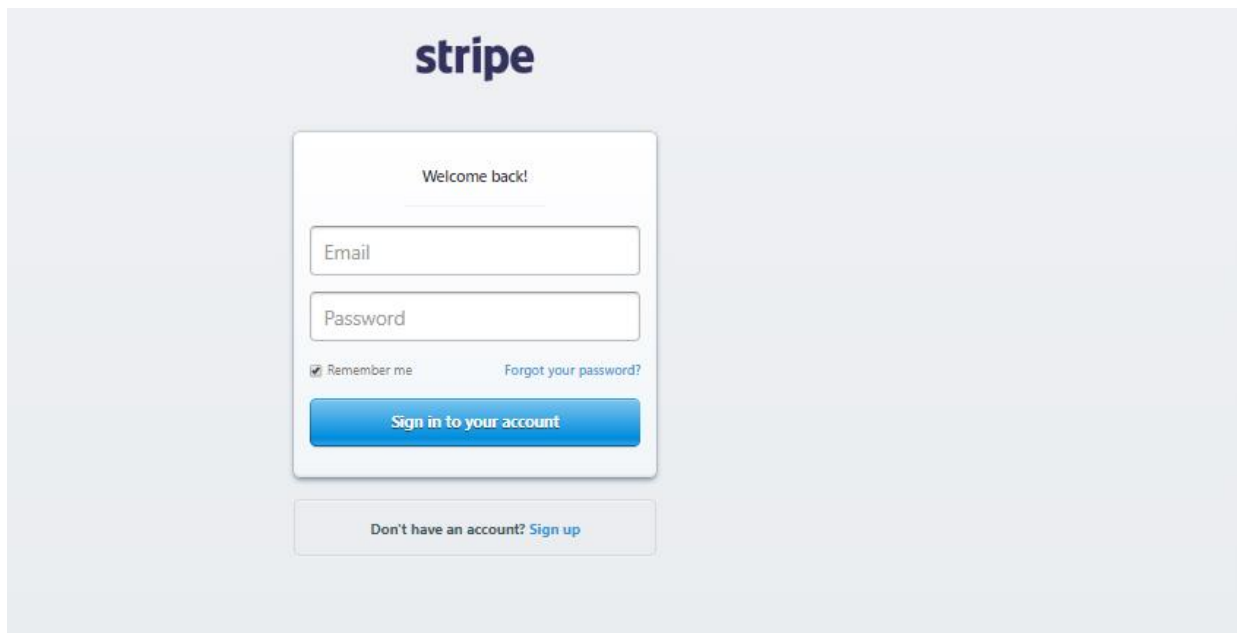
- Your business will be automatically added to our client payout list and you are ready to trade.
- You will have access to your Stripe payment account to manage your account and view your payout/profit independently.

Important:

For an existing Stripe account holder customers.

- Click on the **Sign-in** button at the top right of the page as shown in (fig 11).
- Enter your username and password. you are automatically connect to our business platform (Please see fig 12). That's all you need to trade.

Fig 12: Sign-In page for Customer with existing Stripe account.



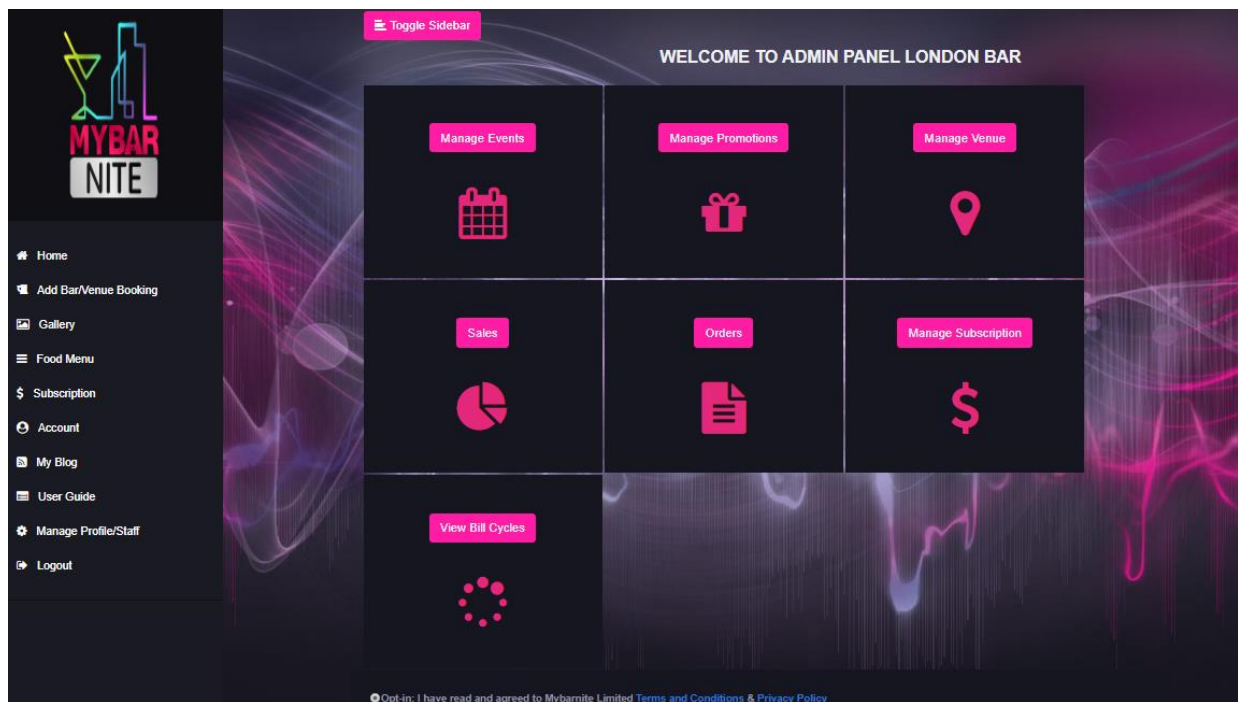
If you need our assistant or have any questions about your registration. Please contact our customers support team on info@mybarnite.com or drop us an email about your query and we will get back to you as quick as possible.

Step 4: Business User Account Management Dashboard

In this page, as an administrator/business owner, you will have full right to manage your account including performing administrative works such as posting events, uploading images, uploading menu cards for foods and drinks. Add promotions for your venue and events and more. Please see Fig 13.

As an administrator, you will able to track orders and sales real time via their account and manage your own administrative work, such as creating staffs account, assign permissions on what the staffs can view on the dashboard, update, delete, password reset and more.

Fig 13: Business user Administrative Panel



NOTE: In this page, as a business user, you will be able to manage your account directly from your dashboard page.

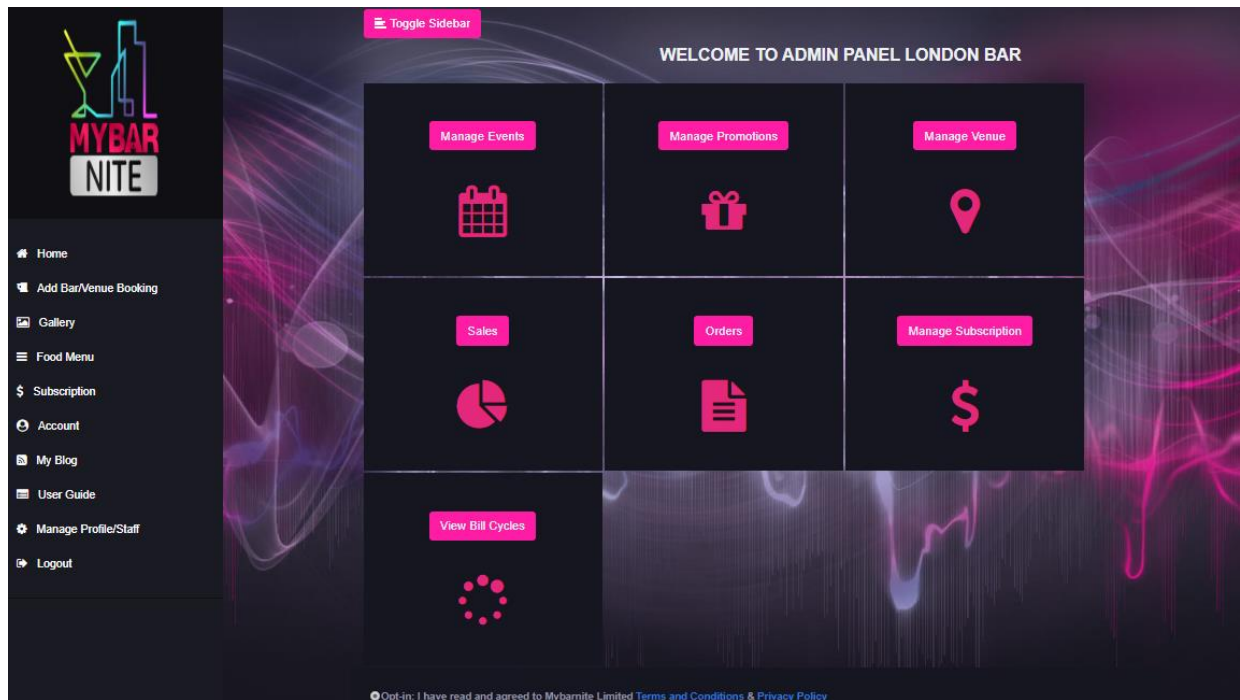
Important:

For security reasons, it is advisable to use your personal laptop, desktop or any mobile devices to ensure security of your account and ensure your antivirus is up to date to keep you safe.

Business user Account Management

After you have Sign-in, select dashboard link from the menu to access varieties of features that are available for managing your account independently from your dashboard. Please see Fig 14.

Fig 14: Dashboard



HOMEPAGE:

As a bar administrator/owner, in this page, you will perform administrative works to support your business, follow the links to your administrative page.

Administrative features

BAR LISTING PAGE:

As a business owner/administrator, you will be able to add your bar details, update and save your business details (Tell your customer about your business).

- Add, update and save your business details
- Set venue to available including the number of seats/hall capacity that is available for booking.

GALLERY PAGE:

It enables you to upload pictures and images. Update/change and delete images of your bar and events. Publish files on your profile to attract more customers and boost your business brand.

- We believe picture speaks thousand words.

EVENTS PAGE:

In this section, you be able add events, post the events real time on the go or for later and publish your events to your customers. Customers will be able to see all the on-going at your venue.

Events types are available to support your business:

- Upcoming events.
- Special events.
- Latest events.

PROMOTION PAGE:

Business user will be able to add, update and delete promotions as required.

- Add discounts and the duration the promotions.
- Generate coupon for your on-going promotions directly and set the validity of your promotion.
- Delete promotions.

FOOD MENU PAGE:

Administrative/Bar Owner will be able to upload menu card images on the fly. For example, update menu card and delete menu card as required real time.

- Upload menu card photo and images independently, at anytime.
- Customers will be able see your products and service real time and make a purchase in advance.

We understand flexibility and strategic thinking is the key to a successful business model in the competitive environment.

ORDERS PAGE:

Business owner/Administrator will be able to view sales, track order history and issued refund to customers directly from their account with a single click.

- This allows you to make decisions about the products that are generating profits through sales report.

- Repost all those events that are profitable.

Fig 15: Order history


ORDER HISTORY							
Amount to be recieved (£) : 163,075.50							
Total order placed : 152							
<button>Delete</button>							
Customer id	Order id	Name	Ordered at	Ordered by	Amount (£)	Payment Status	Actions
<input type="text" value="Customer id..."/>	<input type="text" value="Order id..."/>	<input type="text" value="Name..."/>	<input type="text" value="Ordered by..."/>		<input type="text" value="All"/>	<button>Filter</button>	<button>Reset</button>
5796	1125	LAZARUS BAR & RESTAURANT	09/25/2019	George Bam Junior	700.00	Done	Delete Refund
5900	1123	LAZARUS BAR & RESTAURANT	09/24/2019	Bam GlobalSign	1,100.00	Done	Delete Refund

SALES PAGE:

Business owner/Administrator will be able to track sales overtime such as:

- Total Sales up to date
- Refund and Commission charges.
- Weekly, monthly and yearly transactions

Fig 16: Sales Page

SALES	
Discount per transaction: 10%	AMOUNT TO BE RECIEVED (£) : 0.00
Discount amount (£): 0.00	Total refund amount (£) : 0.00
<div><div>LAST MONTH</div><div></div><div>Total Purchase</div><div>£ 0</div></div>	<div><div>CHECK TOTAL SALES :</div><div>Select Date : <input type="text" value="mm/dd/yyyy"/> To <input type="text" value="mm/dd/yyyy"/></div><div><button>Submit</button></div></div>

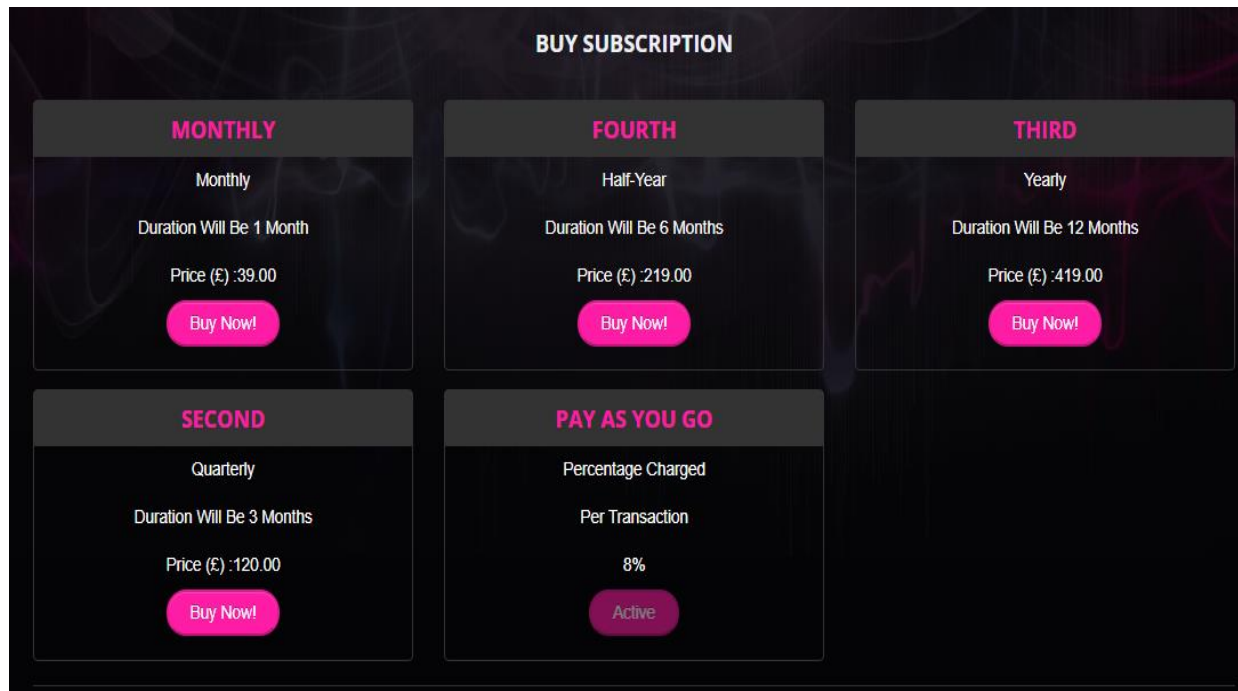
SUBSCRIPTION PAGE:

As business owner/administrator, you will be able to buy subscription for your business that suits your needs. Please see our subscription types below:

Subscription types that is available:

- **Pay As You Go** – No obligation, you do not need to buy for subscription to use our services. After your account is active, start selling your products and services on mybarnite.com. You will have access to all the features available to promote your business. You will be charge per use at a rate of 8% per transaction completed.
- **Monthly Subscription:** It allows you as business to use our services for a period of one month at no extra cost. Business will have full access to all the services available on their dashboard. Post venue for hire, post events and promotions. Full amount will be refunded to your business.
- **Quarterly Subscription:** It allows you as business to use our services for a period of three months at no extra cost. Business will have full access to all the services available on their dashboard. Post venue for hire, post events and promotions. Full amount will be refunded to your business.
- **Half-Yearly Subscription:** It allows you as business to use our services for a period of six months at no extra cost. Business will have full access to all the services available on their dashboard. Post venue for hire, post events and promotions. Full amount will be refunded to your business.
- **Yearly Subscription** It allows you as business to use our services for a period of twelve months at no extra cost. Business will have full access to all the services available on their dashboard. Post venue for hire, post events and promotions. Full amount will be refunded to your business.

Fig 17: Subscription management Page



ACCOUNT MANAGEMENT PAGE:

As business owner, you will have full access to all the transactions on your account on this page.

- Manage your details.
- View how your business is doing.
- View how much payout you should be expecting

Note: We use Stripe Payment System to process your transactions and payout to your account. Should you prefer to receive your fund through other alternative payment method. Please contact our customers support team about the options available.

Fig 18: Account Management page

The screenshot displays the 'ACCOUNTS' management interface. At the top, a navigation bar includes links for DASHBOARD, EVENTS, ORDERS, SALES, PROMOTIONS, CONTACT US, and BLOG. A '+ Add account' button is located in the top right corner. The main content area is divided into two panels. The left panel, titled 'Requested refund', lists several financial metrics: Requested refund (£) : 0.00, Discount per transaction: 10%, Amount to be recieved (£) : 0.00, Discount amount (£): 0.00, Total refund amount (£) : 0.00, Amount to be recieved (£) : 0.00, and Total order placed : 0. The right panel displays account information: Customer Id : 5908, Account Name : George Edward, Account Number : , and Sort Code : . Below this information, it states 'Active : Use Above Card Details.' and provides 'Active' and 'Inactive' toggle buttons. At the bottom right of the right panel are edit and delete icons.

Managing Profile & Staffs

- Updating our business details.
- Adding new employee.
- Adding and updating permissions and access right.

Fig 19: Managing Profile & Staffs

The screenshot shows the 'BUSINESS OWNER DETAILS' page. The top navigation bar is identical to the previous page. On the left side, there is a sidebar with two options: 'UPDATE PROFILE' (highlighted in red) and 'MANAGE STAFF'. The main content area contains the following fields: 'CUSTOMER ID:' with the value 5812, 'OWNER NAME:' with the value Jamie, 'EMAIL:' with the value mybarnite1@gmail.com, and 'PASSWORD:' with the placeholder text Password... Below these fields is a large red 'UPDATE' button. In the bottom left corner, there is a small logo that reads 'SOBADDY ED & SECURED'.

USER GUIDE PAGE:

It is important to read through this document, it provides insight about how to use and benefit from all the amazing marketing features that are available on your account.

IMPORTANT

It is advisable to follow these instructions to benefits from the features offered by mybarnite.com website. It cannot be used to organize any pornographic, propaganda or racism event and activities.

Beside, mybarnite.com is an advertisement platform designed to enable businesses to reach wide audience/customers through our integrated social media platform. It also enables customers to connect and share news about their experience during their visit to your bars/Pub/Night Club/wine Bars and Lounge.

Our website is responsive to all mobile devices, such as mobile apps and tablets for better experience.

We look forward to have you on board and help you grow your profit.