ACTIVE SUPER SHOP

YOUR INTELLIGENT E-COMMERCE SYSTEM

Documentation

Developer Team : Active IT zone
Available from : 16 july 2015
Software Framework : CodeIgniter 3
Software Version : PHP 7.1, PHP 7.2, PHP 7.3 MySQL 5.x

Documentation

[Details Online Knowledge-base]

1. How to install the script? (both for local & online server)
2. How to install the script in online manually?
3. How to install the script in local server manually?
4. How to activate the script?
5. How to setup business setup?
6. How to upload physical products (Both from admin & vendor)?
7. How to Physical Product Bulk Upload (both from Admin & Vendor)?
8. How to Upload Product bundle (from admin panel)?
9. How to upload digital products (Both from admin & vendor)?
10. How to setup display settings?
11. How to create vendor package?
12. How to manage vendor?
13. How to purchase a product?
14. How to configure Facebook login API?
15. How to configure Google + login API?
16. How to manage customer?
17. How to manage staff and permission role?
18. How to send newsletter?
19. How to add a language?
20. How to configure SMTP email system?
21. How to add new currency?
22. How to add Google Map API key?
23. How to configure recaptcha?
24. How to configure email templates?
25. How to configure currency format?
26. How to configure Paypal payment gateway?
27. How to configure Stripe payment gateway?
28. How to configure 2checkout payment gateway?
29. How to configure Voguepay payment gateway?
30. How to configure PayUmoney payment gateway?
31. How to configure SSL Commerz payment gateway?
32. How to pay vendor?
33. How to manage vendor payment settings from vendor panel?
34. How to manage wallet system from admin?
35. How to deposit at wallet?
36. How to pay from wallet?

37. How to configure google analytics to system?
38. How to purchase customer packages for classified?
39. How to post product from customer profile?
40. How to create customer’s packages for classifieds?
41. How to manage Customer Profile?
42. How to delete contents?
43. How to use Guest checkout?
44. How to manage activation from admin panel?
45. How to Activate Vendor Commision System?
46. How to set Vendor Commision?
47. How to configure SEO settings?
48. How to Manage Product Affiliation?
49. How to Use Product Affiliation?

1. How to install the script (both for local & online server)?

Answer:

Please follow the following procedure to install this script in local or online server:

1. Upload the **zip** file downloaded from CodeCanyon to your server in the public_html or, any other directory you intend the script to run.
2. Extract the **zip** file in that directory.
3. Create a **new database** from your server **MySQL** with **PhpMyAdmin**.
4. Create **db user** to the database and link that database to the **db user**.
5. Go to the **URL** of the unzipped folder.
6. Make sure the required files are permitted **writeable** in the folder you put them and all the requirements are fulfilled by the server environment.
7. Fill up these Installation form with your **database hostname**, **database username**, **database password** and **database name** respectively which you have created in the previous step.
8. Provide your default admin credentials in the form.
9. Click on "**Install Supershop**" and wait for the installation to complete.
10. Links to "**Activation Form**", admin panel and the frontend of the site will appear. First, activate the license for your online domain and then browse in it.

2. How to install the script in online manually?

Answer:

Please follow the following procedure to install this script in online manually:

1. **Upload** the **zip** file downloaded from CodeCanyon to your server in the **public_html** or, any other directory you intend the script to run.
2. **Extract** the zip file in that directory.
3. Create a **new database** from your server MySQL with PhpMyAdmin.
4. Create **db user** to the database and link that database to the db user.
5. Make sure the required files are permitted **writable** in the folder you put them and all the requirements are fulfilled by the server environment.
6. Go to PhpMyAdmin and import the sql in your created database from the extracted files (uploads/installation/uploadable_database.sql).
7. Open the **application/config/routes.php** and make:
   $route[**'default_controller'**] = **'home'**;
8. Open the **application/config/database.php** file and change the below values with your data:
   'hostname' => 'localhost',
   'username' => 'Mysql username',

‘password’ => ‘Mysql password’,
‘database’ => ‘Database name’,

9. Copy **config.php** file from **uploads/installation** folder and paste it to application/config folder. Replace the files with the same name. Make sure *sess_driver* and *sess_save_path* are like this:
   $config[**‘sess_driver’**] = **‘database’**;
   $config[**‘sess_save_path’**] = **‘ci_sessions’**;
10. Import the database from **uploads/installation/uploadable_database.sql**

Finally browse the script.

Admin URL : your site/admin , **Email** : admin@shop.com, **Password** : 1234

Vendor URL: your site/vendor

Here is the video link :

https://drive.google.com/open?id=1-aJL-tVRdau52jqspg_z3hL3zQiDi8jC

3. How to install the script in local server manually?

Answer:

Please follow the following procedure to install this script in local:

1. Create a new folder in your **htdocs/www** folder.
2. **Extract** the downloaded script in that folder which you have just created.
3. Go to PhpMyAdmin and create a new database & import the sql from the extracted files (uploads/installation/**uploadable_database.sql**).
4. Copy **config.php** file from uploads/installation folder and paste it to application/config folder. Replace the files with the same name.Open the file routes.php and set default controller as “home” as below :
   $route[‘default_controller’] = ‘**home**‘;
5. Open the application/config/**database.php** file and change the below values with your data:
   ‘hostname’ => ‘localhost’,
   ‘username’ => ‘phpmyadmin username’, //default is root
   ‘password’ => ‘phpmyadmin password’, // default password is blank for
   ‘database’ => ‘database name’,

Finally browse the script:

Admin URL : your site/admin , **Email** : admin@shop.com, **Password** : 1234

Vendor URL : your site/vendor

4. How to activate the script?

Answer:

Following the given procedure below will make the license activated for your domain and you'll be able to use the script smoothly:

1. Open the link in the browser.
2. In the respective fields, put your Name, E-mail, **CodeCanyon Username, Purchase Key** and your intended **domain name** for the script and verify the captcha.
3. The form will be submitted to check the purchase key and then activate the licence for that domain.
4. You can change the activation later from this same form. Activating a Regular License again with another domain name will remove the activation of the previous domain.

4. How to setup business setup?

Answer:

1. **How to do Activations?**
    a. Log into **Admin Panel**.
    b. From the **Navigation**, go to **Business Settings**
    c. Select **Activation**.
    d. To permit upload, display and sale of **Physical Products**, turn the switch on.
    e. To permit upload, display and sale of **Digital Products**, turn the switch on.
    f. To activate **Vendor System**, turn the switch on.
    g. To activate **Vendor System**, turn the switch on.
    h. To activate **Show vendor**, turn the switch on.
    i. To permit **Vendor Commission**, turn the switch on.
    j. To permit **Vendor Package**, turn the switch on.
    k. To permit **Wallet System**, turn the switch on.
    l. To permit **Wallet System**, turn the switch on.
    m. To permit **Product Affiliation**, turn the switch on.
    n. To permit **Guest Checkout**, turn the switch on.
    o. To permit payments via **PayPal**, turn the switch on.
    p. To permit payments via **Stripe**, turn the switch on.
    q. To permit payments via **VoguePay**, turn the switch on.
    r. To permit payments via **Twocheckout**, turn the switch on.

s. To permit payments via **PayUMoney**, turn the switch on.
t. To permit payments via **Cash on Delivery**, turn the switch on.

2. How to configure payment methods and shipment settings?

a. Log into **Admin Panel**.
b. From the **Navigation**, go to **Business Settings**
c. Select **Payment Methods**.
d. Provide **PayPal** related information
e. Provide **Stripe** related information
f. Provide **VoguePay** related information
g. Provide **Twocheckout** related information
h. Provide **Pay U Money** related information
i. Set **Shipping Cost Type** - either **Product Wise** or, **Fixed**
j. **Shipping Cost** for **Fixed** type
k. Provide **Shipment Info** for displaying in the product description page

3. How to setup currencies?

a. Log into **Admin Panel**
b. From **Navigation**, go to **Business Settings**
c. Select **Currency**
d. Default system currency is **United States Dollar (USD)**
e. From the list of currencies, you can provide the **exchange rate** with **USD($)** and save.
f. You can click on **Sync** on each currency to get the current **exchange rate**.
g. You can **set/unset** any currency for displaying in the frontend.

4. How to setup FAQ?

a. Log into **Admin Panel**
b. From **Navigation**, go to **Business Settings**
c. Select **FAQs**

Add **FAQ** questions and answers by clicking **Add More FAQs** button

6. How to upload Physical Products (both from Admin & Vendor)?

Answer:

To upload a physical product (both from Admin & Vendor), we have divided the whole process into sub-processes.

1. **Log in** to the system with appropriate information.
2. From your panel's navigation, go to **Products → Physical Products**.

3. Create a **Category** of the product which you want to upload. If the category is already created, skip this step.
4. Create a **Brand** of the product. If the brand exists, skip this step.
5. Create a **Subcategory** of the product by selecting the right **Category & Brands**.
6. Go to **Products → Physical Products → All Products** where all the products are listed which are uploaded.
7. In the **Top Right** corner above the product list table, a button named '**Create Product**' is placed to create product. Click on the button to specify the information of the product.
8. To specify the information of the product, we have created **3 sections** so that Admin/Vendor can represent the product especially. The 3 sections are - **Product Details, Business Details & Customer Choice Options**.
    i. In the **Product Details** section, all the information is given about the product (i.e product name, description, images etc). In this section, we have shown some basic information for the product. If you need more information to specify the product, you can do it easily by clicking the '**Add More Fields**' button.
    ii. The **Business Details** section deals with the product sale price, purchase price, shipping cost, discounts and tax.
    iii. The **Customer Choice** section is used to satisfy customer requirements. In this section, you can add different colors, sizes, etc. of the product. Like as Product details section, there is a '**Add Customer Input Options**' button.
9. After completing the following steps, you can upload your product by clicking the '**Upload**' button. If you find any problems with the product information, you can **reset** the forms by clicking the '**Reset**' button and can start-up from the **Step 8**.
10. After uploading the product, you can see the uploaded products in the **Product List Table** (Products → Physical Products → All Products) where you can **View, Edit, Delete, Discount, Stock, Destroy** your product. There are some more options like **Today's Deal, Publish, Featured** are given to spread out the product in some special parts of the system so that customers can easily find out and purchase your product.

7. How to Physical Product Bulk Upload (both from Admin & Vendor)?

Answer:

You can easily upload a Physical Bulk Product by completing the following steps.

1. **Log in** to the system with appropriate information.
2. From the **Navigation**, go to **Products > Physical Products**.
3. **Create** a **Category** of the product, in which category you want to upload your product. If the category is already created, skip this step.
4. **Create** a **Brand** of the product. If the brand exists, skip this step.
5. **Create** a **Subcategory** of the product by selecting the right Category & Brands. If the Subcategory is already created, skip this step.
6. For **Vendor** product upload skip the step 3-5
7. Go to **Products > Physical Products > Physical Bulk Upload.**

8. Click on the Button '**Download product Bulk Upload Skeleton File**' to download the skeleton file and fill it with data.
9. You can download the **example file** to understand how the data must be filled. Click on the button '**Download product Bulk Upload Example File**' to download the example file.
10. Once you have **downloaded** and **filled** the skeleton file , upload it from '**Upload Your Products**' section.
11. You will get more instruction in **Products > Physical Products > Physical Bulk Upload page**.

8. How to Upload Product bundle (from admin panel)?

Answer:

To upload a physical product (both from Admin & Vendor), we have divided the whole process into sub-processes.

1.Log in to the **Admin panel**.

2. From panel's navigation, go to **Products** . Then **Physical Products**.

3. Create a **Category** of the products, which you want to upload. If the category is already created, skip this step.

4. Create a **Brand** of the products. If the brand exists, skip this step.

5. Create a **Subcategory** of the products by selecting the right Category & Brands.

6. Go to **Products** > **Physical Products** > **Product Bundle** for uploading your bundle products.

7. In the Top Right corner above the product list table, a button named '**Create Product bundle**' is placed to create product. Click on the button to specify the information of the product. To add multiple products by click **add more product** button.

8. To specify the information of the product, we have created 2 sections so that Admin can represent the product especially. The 2 sections are - **Bundle Details, Business Details.**

- In the **Bundle Details** section, all the information is given about the product (i.e bundle title, category, sub-category, brand, unit, tags description, images etc.) In this section, we have shown some basic information for the product. After filling up all the info click the next button to go Business Details section.
- The **Business Details** section deals with the product sale price, purchase price, shipping cost, discounts and tax.

9. After completing the following steps, you can upload your product by clicking the '**Upload**' button. If you find any problems with the product information, you can reset the forms by clicking the '**Reset**' button and can start-up from the Step 8.

9. How to upload Digital Products (both from Admin & Vendor)?

Answer:

You can easily upload a Digital Product by completing the following steps.

1. **Log in** to the system with appropriate information.
2. From your panel's navigation, go to **Products → Digital Products**.
3. Create a **Category** of the product which you want to upload. If the category is already created, skip this step.
4. Create a **Subcategory** of the product by selecting the right **Category**.
5. Go to **Products → Digital Products → All Digital** where all the products are listed which are uploaded.
6. In the **Top Right** corner above the product list table, a button named '**Create Product**' is placed to create product. Click on the button to specify the information of the product.
7. To specify the information of the product, we have created **3 sections** so that Admin/Vendor can represent the product especially. The 3 sections are - **Product Details, Business Details & Requirements**.
    i. In the **Product Details** section, all the information is given about the product (i.e product title, description, images etc). In this section, we have shown some basic information for the product. If you need, you can **Add Video** for your product. The product file must be compressed to ***.zip** or ***.rar** file and the product **file size** shouldn't be more than the maximum size given. If you need more information to specify the product, you can do it easily by clicking the '**Add More Fields**' button.
    ii. The **Business Details** section deals with the product sale price, purchase price, discounts and tax. There is no shipping cost because customer can download the product after purchase.
    iii. The **Requirement** section is used to show the minimum requirements for the product to install. You can add the requirement by clicking the '**Add Product Requirements**' button.

8. After completing the following steps, you can upload your product by clicking the '**Upload**' button. If you find any problems with the product information, you can **reset** the forms by clicking the '**Reset**' button and can start-up from the **Step 7**.
9. After uploading the product, you can see the uploaded products in the **Product List Table** (Products → Digital Products → All Digitals) where you can **View, Edit, Delete, Discount** your product. There are some more options like **Today's Deal, Publish, Featured** are given to spread out the product in some special parts of the system so that customers can easily find out and purchase your product.

10. How to setup Display Settings?

Answer:

Display Settings is one of the most important features in **Active Super Shop** from where you can change the total outlook of the system. You can easily setup the Frontend by following the steps given below.

1. **Log in** the Admin Panel using the authenticated email & password.
2. From the **Navigation**, Go to **Front Settings → Display Settings**.
3. The **Display Settings** is split into 8 sub-sections.
    i. **Homepage:** There are 2 different layouts for Homepage. Choose a layout and click on the '**Update Home Page**' button to set the layout for the homepage. Admin can set the items of the selected homepage layout from the '**Change Home Page Items**' section.
    ii. **Contact:** Admin can change the contact information from here which will be shown in the contact page.
    iii. **Footer:** In this section, admin can choose the categories which will be shown in the footer & set the footer text.
    iv. **Theme Color :** There are 16 color themes in the system. By choosing one color theme, you can change the whole system color.
    v. **Logo :** In this section you can upload logo. Uploaded logos will be appeared in the All Logo section & can be deleted from here. You can change the Admin Logo, Homepage Header Logo & Homepage Footer Logo from the uploaded logos.
    vi. **Favicon :** You can change the favicon from here.
    vii. **Fonts :** There are 10 different Fonts available in the system. Admin can change fonts just clicking the boxes.
    viii. **Preloader :** There are 30 different Preloaders available in the system. Admin can change the preloader as well as can change the preloader color & preloader background color in RGB format.

11. How to create Vendor Package?

Answer:

Active Super Shop is a **Multi-Vendor eCommerce System** where Admin can differentiate the vendors by creating different vendor packages. To create a vendor package follow the below steps.

1. **Log in** to the Admin Panel using email & password.
2. From the **Navigation**, go to **Vendor → Vendor Package** where you can see a table of **Vendor Package List** which are created before.

3. Above the vendor package list, click on the button named ‘**Create Vendorship**’ to create the vendor package.
4. Fill up the form by giving the proper **title** of the vendor package, set the no. of **maximum products** a vendor can upload of this package, define a **price** of the package, set the **duration of expiration** of the package and select a vendor package **seal**.
5. Click the ‘**Save**’ button to create the vendor package.
6. The newly created package will be shown on the **Vendor Package List (**Vendor → Vendor Package**)** table where you can **Edit & Delete** the package.

Video tutorial : https://youtu.be/x1I5ZgNnlcU

12. How to manage vendor?

Answer:

1. Log into **Admin Panel**.
2. From the **Navigation**, Go to **Vendor**.
3. We have divided the whole Vendor Management into 3 parts to simplify the system so that anyone can understand the processes completely. These 3 parts are described as Vendor List, Vendor Payments & Vendor Packages.
   a. **Vendor List:**
      i. Total list of the vendors are shown in a table from where this list can be downloaded in pdf, xls or csv file format. Admin can search for any specific vendor from the search box available in the table.
      ii. From the list Admin can view a short described profile of the vendors. Admin can approve newly registered vendors and can also postpone the vendors to log in.
      iii. Admin can pay to vendor a certain amount to money which are sold through the online payment methods. Admin will not pay to vendor for those products which are sold on cash on delivery method.
      iv. Admin can delete any vendor from the list.
   b. **Vendor Payments:**
      i. A list of vendors are shown who have upgraded their package.
      ii. Admin can check payment details.
      iii. Admin can delete any payment.
   c. **Vendor Package:** Admin can create, edit & delete vendor packages from here. Admin can also download the package list in pdf, csv or xls file format and can search for specific vendor package. Process of creating a vendor package:
      i. Log in to the Admin Panel using email & password.
      ii. From the **Navigation**, go to **Vendor → Vendor Package** where you can see a table of **Vendor Package List** which are created before.
      iii. Above the vendor package list, click on the button named ‘**Create Vendorship**’ to create the vendor package.
      iv. Fill up the form by giving the proper **title** of the vendor package, set the no. of **maximum products** a vendor can upload of this package, define a

price of the package, set the **duration of expiration** of the package and select a vendor package **seal**.

v. Click the '**Save**' button to create the vendor package.

The newly created package will be shown on the **Vendor Package List (**Vendor → Vendor Package**)** table where you can **Edit & Delete** the package.

13. How to purchase a product ?

Answer: The Process of purchasing a product

1. Click on the '**Add to cart**' button of any product which you want to purchase.
2. The products which are added to cart will be on the right side of middle header portion.
3. From there, go to **checkout** page.
4. **Log in** to your account using authenticated email & password or you can login through social media(facebook & google plus). If you are already logged in, follow the next step.
5. In the checkout page, you can apply the **coupon** if it is provided to you. Then click '**next**'.
6. Enter the address where you want to deliver your products. Then click '**next**'.
7. Choose your **payment method**. Then Place your order.
8. Complete the payment using your paypal or stripe account.
9. System will generate an **invoice** for your purchase. You can print the invoice.

14. How to configure facebook login api?

Answer:

For Facebook:

1. From the Navigation, go to **Frontend Settings → Site Settings → Third party Settings → Social Login Configuration**.
2. Turn the facebook login setting status on.
3. For the App ID & App Secret, go to **developers.facebook.com** and login with your facebook account.
4. After log in, from the menu go to **My Apps → Create a new App.**
5. Give your app a display name, your contact email and choose a category for your app. Then create your **App ID**.
6. Make your **status** Button **ON** from the top right side of the page.
7. After creating the **App ID** you will be redirect to your App ID settings.
8. Go to **Products** section from the right side of the page and click the Facebook **Login** -> **Settings**. In Client OAuth Settings section click the enable button. Fill the **Valid OAuth Redirect URIs** with http://yoursite.com and click save changes.
9. Go to **Settings → Basic**, fill up the form and in the bottom of the from you will see a button **Add Platform**. Click the button and choose website. Then set your website url in this section. [N.B: in the app domain section use "http://", then www.yourwebsite.com]
10. Go to **App Review** and make your app public just turning on the switch.

11. From the **Dashboard**, click on the show button to see the **App Secret.**
12. Now copy the **App ID** and **App Secret** and paste it into your system and click **save** button.

15. How to configure google plus login api?

Answer :

1. From the Navigation, go to **Frontend Settings → Site Settings → Third party Settings → Social Login Configuration**.
2. From the Navigation, go to **Frontend Settings → Site Settings → Third party Settings → Social Login Configuration**.
3. Turn the google login setting status on.
4. For the client id, client secret and API key, go to **console.developers.google.com** and login to google account.
5. From the sidebar click on the credentials and **create a project.**
6. Then create a credentials by choosing the **OAuth Client ID**.
7. **Configure consent screen** by giving the proper information and then save.
8. Choose the **application type, name** and set the **restrictions** and create the credentials.
9. After that, you will get the **Client ID** and **Client Secret**.
10. Then click on the **create credentials and choose API key** and you will get API key.
11. From the **Library** find out the google+ api. Click on it and enable the api.
12. **Copy** the **Client ID, Client Secret** and **API key** and **paste** these to your system and set the redirect url. Then click on the **save** button.

16. How to manage customer?

Answer:

1. Log into **Admin Panel**.
2. From the **Navigation**, go to **Customer**.
3. From here, Admin can view the **total purchase** of the customers.
4. Admin can view a **summary** of the **customer profile** and can delete customer.
5. Admin can **download** the total list of the customers in **pdf**, **xls** or **csv** file format.

17. How to manage staff and permission role?

Answer:

1. From the Navigation, go to **Staffs → Staffs Permissions**.
2. Click **Create Role** button.
3. Create a role by giving the permission that you want to handle that role.
4. Then, go to **Staffs → All Staff** and create an admin with the created role.

Admin can edit the role permission and can delete role when it is unnecessary.

18. How to send newsletter?

Answer:

- **Log in** to Admin Panel.
- From the **Navigation**, go to **Messaging → Newsletter**.
- Enter the **emails** of the **users and subscribers**.
- Enter the **email** from where the newsletter will be sent.
- Enter the **subject** and **contents** of the newsletter.
- Finish the process by clicking the **send** button.

19. How to add a Language?

Answer:

To set language go to **admin navigation** > **Language**.

- **Add new language:**
  - Click on "**Add Language**" button.
  - Insert language **name** & **icon**.
  - Click on the **save** button.
- **Word translation:**
  - Click on "**Set Translation**" button on required language from the list.
  - Open google chrome and install this extension to your browser. https://chrome.google.com/webstore/detail/google-translate/aapbdbdomjkkjkaonfhkkikfgjllcleb
  - Click on the extension icon located in the top of your browser and click on TRANSLATE THIS PAGE.
  - Choose your language from the drop-down and this will translate the whole page.
  - After that, scroll down and click on the Translate button. (the text "Translate" will be translated to your language)
  - Click on the save all button to translate the words. (the text "Save All" will be translated to your language)
  - Or you can translate each word manually.

20. How to configure SMTP email system?

Answer:

To configure SMTP email system, change the following features from your gmail account.

1. Log in to your gmail account and go to '**My Account**' by clicking on the image of the top right corner.
2. Click the **Sign-in & Security** tab.
3. Turn off the 2-step verification feature from **Sign in to Google** section.
4. Turn on Allow less secure apps from **Connected Apps & Sites** section.

After making these changes from your gmail account, go to your **Admin panel** and follow these steps:

1. From the navigation, go to **Frontend Setting** → **Site Settings** → **General Settings**.
2. Click on the **Smtp Settings** tab.
3. Fill up the form as below:

    Smtp host: ssl://smtp.googlemail.com
    Smtp port: 465
    Smtp user: YOUR GMAIL ID
    Smtp pass: YOUR GMAIL PASSWORD

4. Click on the save button to save the changes.

* If you have any problem, first check to make sure you're using the right password.

* If the tips above didn't help, visit https://www.google.com/accounts/DisplayUnlockCaptcha and follow the steps on the page.

[N.B: Sometimes it takes more time than usual to send mail, if the receiver is using other account but not gmail account.]

21. How to add new currency?

Answer:

1. From the navigation, go to **Business Settings** → **Currency**.
2. Go to bottom of the **All Currencies** list.
3. Fill up the last row of the list as below:
    - i. In the first column write the name of your currency.
    - ii. In the second column write the symbol of your currency.
    - iii. In the third and fourth column write the value of your currency which is equal to 1 USD.
    - iv. Publish your currency by clicking on the switch.
4. Click on the save button to save the changes.
5.

22. How to add Google Map API key?

Answer:

1. Go to Google API Console.
2. From the projects list, select a project or create a new one.
3. If the API Manager page isn't already open, open the left side menu and select API Manager.
4. On the left, choose Credentials.

5. Click Create credentials and then select API key.
6. Copy the API key and paste it to **Frontend Settings → Site Settings → Third Party Settings → Google map**.
7. Click on the save button to save the changes.

23. How to configure reCaptcha?

Answer:

To configure your recaptcha you will need a google reCAPTCHA Site Key and a google reCAPTCHA Secret key.To obtain these API keys follow these steps:

1. You need to sign up on http://www.google.com/recaptcha/admin .
2. Click on Get reCAPTCHA button.
3. If You don't have any sites registered, then Register a new site by your domain. [reCAPTCHA will work for its subdomain automatically]
4. Then you will get Site Key and Secret key.
5. Go to **Frontend Settings → Site Settings → Third Party Settings → Captcha Settings** of your admin panel and set API keys.
6. Turn on the captcha status.

24. How to configure email templates?

Answer:

1. Log into **Admin Panel**.
2. From the **Navigation**, go to **Frontend Settings → Site Settings → Email Templates.**.
3. Each email has a **subject** and a **body**. Change subject and body according to your desire.
4. In the email body section, **DO NOT** change the words which are started with **double third bracket** (example: [[to]]).
5. Then click on the **update** button.
6. Below this section, there is an option for changing the **background** of each email template. **Choose** any one background and then click on the **update** button.

25. How to configure currency format?

Answer:

1. Log into **Admin Panel**.
2. From the **Navigation**, go to **Business Settings → Currency.**
3. Scroll down to the **set currency format** section.
4. Choose the **currency format** from any one of the three.(US format is set to default).
5. Choose the **symbol format** from the given two format.
6. Choose the **no of decimal** points you want to show in the price.
7. Lastly, click on the **save** button to save the changes.

26. How to configure Paypal payment gateway?

Answer:

1. Log into **Admin Panel**.
2. From the **Navigation**, go to **Business Settings → Activation.**
3. Scroll down to the **Payment Related** section.
4. **Switch on** by clicking the switchery of **paypal** payment gateway.
5. Then from navigation, go to **Business Settings → Payment Methods.**
6. In the **Paypal Settings** section, enter your valid **paypal email** and choose the account type.
7. **Sandbox** account type is used for demo transactions. When you will be ready for business change your account type to **original**.

[N.B: If you don't have a paypal account, you can create a paypal account from Paypal Registration and it's free!]

27. How to configure Stripe payment gateway?

Answer:

1. Log into **Admin Panel**.
2. From the **Navigation**, go to **Business Settings → Activation.**
3. Scroll down to the **Payment Related** section.
4. **Switch on** by clicking the switchery of **Stripe** payment gateway.
5. Then from navigation, go to **Business Settings → Payment Methods.**
6. In the **Stripe Settings** section, enter **Stripe Secret Key** and **Stripe Publishable Key** which you have got from your stripe account.

[N.B: If you don't have a stripe account, you can create a new one from Stripe Registration and it's free!]

28. How to configure 2checkout payment gateway?

Answer:

1. Log into **Admin Panel**.
2. From the **Navigation**, go to **Business Settings → Activation.**
3. Scroll down to the **Payment Related** section.
4. **Switch on** by clicking the switchery of **2checkout** payment gateway.
5. Then from navigation, go to **Business Settings → Payment Methods.**
6. In the **2checkout Settings** section, enter **2checkout User ID** and **Secret Key** which are available in your **2checkout** account.

[N.B: If you don't have a twocheckout account, you can create a new one from 2checkout Signup and it's free! For demo purpose you can create a demo account 2checkout Sandbox Signup]

29. How to configure Voguepay payment gateway?

Answer:

1. Log into **Admin Panel**.
2. From the **Navigation**, go to **Business Settings → Activation.**
3. Scroll down to the **Payment Related** section.
4. **Switch on** by clicking the switchery of **Voguepay** payment gateway.
5. Then from navigation, go to **Business Settings → Payment Methods.**
6. In the **Voguepay Settings** section, enter **Voguepay Merchant ID** which is available in your **Voguepay** account.

[N.B: If you don't have a voguepay account, you can create a new one from Voguepay Signup and it's free!]

30. How to configure PayUmoney payment gateway?

Answer:

1. Log into **Admin Panel**.
2. From the **Navigation**, go to **Business Settings → Activation.**
3. Scroll down to the **Payment Related** section.
4. **Switch on** by clicking the switchery of **PayUmoney** payment gateway.
5. Then from navigation, go to **Business Settings → Payment Methods.**
6. In the **PayUmoney Settings** section, enter **PayUmoney Merchant ID, Merchant Salt and Account Type** which is available in your **PayUmoney** account.

[N.B: If you don't have a voguepay account, you can create a new one from PayUmoney Signup and it's free!]

31. How to configure SSL Commerze payment gateway?

Answer :

1. Log into **Admin Panel**.
2. From the **Navigation**, go to **Business Settings → Activation.**
3. Scroll down to the **Payment Related** section.
4. **Switch on** by clicking the switchery of **SSL Commerz** payment gateway.
5. Then from navigation, go to **Business Settings → Payment Methods.**
6. In the **SSL Commerz Settings** section, enter **Ssl Store Id , Ssl Store Password and Account Type** which is available in your **SSL Commerz** account.

[N.B: If you don't have a voguepay account, you can create a new one from SSL Commerz Signup and it's free!]

32. How to pay vendor?

Answer:

1. Log into Admin Panel.
2. From the navigation, go to vendors ➞ **vendor list.**
3. Choose **Pay** button, check the **amount** & select the **payment gateway(**vendor need to set the gateway first from vendor panel**)** from dropdown.
4. Then click on **save**.
5. From navigation, go to **Pay to Vendor** & click on **payment status** > make it **paid.** Add any details if needed.
6. Then click on **save**.

33. How to manage vendor payment settings from vendor panel?

Answer:

From vendor panel vendor can set the payment gateway by which he/she can receive payment from admin.

1. From navigation, go to **Payment Settings.**
2. Vendor can switch on any given gateway & set the required credentials of the gateways.
3. Then click on **Save**.

34 . How to manage wallet system from admin?

Answer:

To manage the wallet system you need to go through the following steps :

1. Log into Admin Panel.
2. From the navigation, go to **Customers ➞ Wallet Loads.**
3. Here you will find a list of wallet loads by all customers with the info of their **Amount**, **Payment Method** and **Payment** Status.
4. Admin can **View** Payment Details or even **Delete** any Payments as he/she wishes.

35 . How to deposit at wallet?

Answer:

A user can deposit at their wallet from their customer profile :

1. Log in to your Customer Profile.
2. Now select **Wallet** tab from Profile navigation bar.
3. Click on **Deposit to Wallet** button.
4. Select the **Amount** and **Payment Method** click the **Deposit** button.
5. After your payment process is completed the amount will be deposited into your Wallet.

36 . How to pay from wallet?

Answer:

A user can pay from the deposited amount in Wallet :

1. From **Checkout** in the **Payment Option** they will find a Wallet option.
2. Select it and click the **Place Order** button to pay from Wallet.

37. How configure google analytics to system?

Answer:

A user can simply set google analytics to his/her system by following the steps below :

1. Go to Google Analytics.

   (Note: If you have a Google account, and are not signed in, click Sign in. If you do not have a Google account, click **Create Account** to open a new account **)**
2. Click **Sign in** to Google Analytics with your gmail account.
3. Click **Sign Up.**
4. Fill in your Account Name, Website Name, Website URL, and select an Industry Category and Reporting Time Zone.
5. Under Data Sharing Options, check the boxes next to the options that you want.
6. Click Get **Tracking ID**.
7. From the Google Analytics Terms of Service Agreement that opens, click **I Accept.**
8. Now log in to your Admin panel and from Navigation go to Frontend Settings -> Site Settings -> Third Party Settings.
9. Go to the Google Analytics tab and enable status option.
10. Now input the Tracking ID previously acquired and save the settings.

38. How to purchase customer packages for classified?

Answer:

1. Registrar & log in as a customer.
2. Go to top left side of the home page and click **Premium packages**
3. From the premium package page customer need to choose their suitable package from 4 different packages **Bronze, Silver, Gold & Platinum** and click **Get this package**.
4. Select your payment method from **PayPal, Strip or Wallet** and click **confirm purchase.**

39. How to post product from customer profile?

Answer:

1. Log in to customer profile.
2. Go to left navigation bar and click **POST PRODUCT**
3. Fill the text fields named **Title, Category, sub category, Brand, Price, location,** choose file for **Product Image &** then **Product description.**
4. Customer can also add additional info by clicking **Add more fields**. And then click **Upload** to complete the product uploading process.

40. How to create customer's packages for classifieds?

Answer:

1. Log into **Admin Panel**.
2. From the navigation, go to **Customer ➞ Premium package.**
3. Choose **Edit** button, Select any of the designed package for editing and then click **Upload.**

41. How to manage Customer Profile?

Answer:

1. Registrar & log in as a customer.
2. From the left navigation, customer can select these following sections.
    - **Profile:** Customer can see their profile info in a single look from the first page. Can also change their profile picture by clicking on the Picture icon in **PROFILE INFORMATION** section.
    - **Wallet:** Customer can deposit money to their online wallet in this section. Click on **Deposit to Wallet** and select amount & payment method.
    - **Wishlist:** Customer can see the list of their desired product and add them Cart or can also remove them.
    - **Order History:** Customer can see their detailed order history of products they buy and also trace them by putting the sale code of the product by **ORDER TRACING** section.
    - **Downloads:** In Downloads, customer will be able to see their purchased digital goods.
    - **Uploaded Products:** Customer will find their uploaded products list in this section. From Here customer can change their product **Availability Status** from **available/sold** by clicking the Edit button & also make their current product published or unpublished.
    - **Package Payment Info:** To check on package information go to Package Payment Info section where customers can see their **Payment Type, Amount, Package Name, Date, Status & view transaction info**
    - **Edit Profile:** Customer can **change & update** their **Personal Info** & profile **Password** from here.
    - **Support Ticket:** To communicate with admin customer can **Create ticket** from here and also check **All messages**.
    - **Post Product:** For posting a product go to Post product section and fill up the info with **Title, Category, subcategory, Brand, Price, location,** choose file for **Product Image &** then **Product description.** Customer can also add additional info by clicking **Add more fields**.

42. How to delete contents?

Answer:

1. Log into **Admin Panel**.
2. From the **navigation**, go to **Delete Contents**
3. Choose from **Delete All Categories, Delete All Products, Delete All Brands, Delete All Classifieds** and click on submission button.

43. How to use Guest checkout?

Answer:

1. Add product to the cart.
2. Then click **Checkout**. After that click **Guest Checkout** button that will appear in the login popup.
3. Click **Next** option and fill up the information about **First Name, Last Name, Address, email, phone number** and click **next.**
4. Select any payment method from **Paypal, Stripe, Voguepay, PayUmoney** , **Cash On delivery** system or **Wallet** loads. And click **Place Order**.
5. After successful purchasing payment invoice will be showed up and buyer will receive an invoice mail too.
6. Admin will be notified when buyer purchase a product from his **sale** section.
7. Admin will be able to change the **delivery status**, can view the **Full invoice** and also can **delete** it from his admin panel.

44. How to manage activation from admin panel?

Answer:

1. Log into **Admin Panel**.
2. From the **navigation**, go to **Business Settings.** And select **Activation.**
3. Admin can enable/disable activation options for **Physical Product, Digital Product, Product Bundle, Classified Product, Vendor System, Show Vendors** and **Wallet System** from this section.

45. How to Activate Vendor Commision System?

Answer:

1. Log into **Admin Panel**.
2. From the **Navigation**, go to **Business Settings**.
3. Select **Activation**.
4. Admin can enable/disable the vendor commision system from this section. When admin activate the commision system, Vendor package activation will automatically turns off. Between Vendor commision system & vendor Package system, Admin can activate one of them at a time.

46. How to set Vendor Commision?

Answer :

1. Log in to the admin panel
2. From the **Navigation**, go to **Vendors.**
3. Select Vendor commision.
4. Admin can set the commision percentage for vendor from this section.

47. How to configure SEO settings?

Answer :

1. Log into Admin panel.
2. From the **Navigation**, go to **SEO** Settings.
3. Admin can add keywords, Author, set revisit days and add description from this section.

48. How to Manage Product Affiliation ?

Answer :

1. **Login** to **Admin** panel.
2. You need to enable "**Product Affiliation**" to use this feature from left **Navigation > Business setting > Activation – Product Affiliation.**
3. Then go to **Frontend Settings > Site Settings > General Settings – Affiliation Settings** tab.
4. Set the **Affiliation Validity** (After This Many Days The Validation For Affiliated Code Will Expire. Default 30 Days), **Affiliation Point To Currency Rate** (1 Point = X Mount Of Your Currency. Putting 3.2 Here Means If You Convert 10 Affiliated Points To Wallet, You Will Get 10 X 3.2 = 32 Of Your Currency. Default 1 A.P. = 1 Actual Currency) and then click on the **Save** button to save the changes.
5. Admin can set **Affiliation Points** for products by Sub Category in **Subcategory** Add or edit.

49. How to Use Product Affiliation ?

Answer:

1. **Login** as a **Customer**.
2. In product **Quick View** or **Product Details** page you will get a button named '**Affiliate**' , Click on affiliate button and copy the link.
3. **Share** this link with your friends and family.
4. You will get **Affiliate point** when anyone purchase product by your shared link.