

USER MANUAL

1. Getting Started

- a. Go to the Bartr website (or open the application)
- b. Click “Register” to create a new account
 - i. Enter email, username, password, and password confirmation
 - ii. Click “Register” to complete registration
- c. If an account has already been created, click “Login” and enter your credentials

2. Create a Listing

- a. Once logged in, you will be placed at the home page and click on “Add Post” at the top
- b. Fill in:
 - i. Title
 - ii. Description
 - iii. Upload image (optional)
- c. Click “Post” to post your listing

3. Viewing Profiles

- a. Click a user’s username/profile picture to view their profile
- b. Profile shows their bio and active listings

4. Update Profile

- a. Click on “Profile” at the top of page
- b. Click “Edit Info” below profile bio
 - i. Edit profile to your choice
- c. Click “Save Changes”

5. Messaging Users

- a. On a listing, click “Message” or click on the “Messages” tab and search for users
- b. Write your message in the text box and click “Send”
- c. Check “Messages” tab to view incoming messages