



# **Documentation**

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Provided by: codecanyon



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# **Documentation**

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## 1. How to install the script online?

#### Answer:

# Please follow the following procedure to install this script in 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 a 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.
- 7. Open the application/config/**database.php** file and change the below values with your data:

```
'hostname' => 'localhost',
'username' => 'MySQL username',
'password' => 'MySQL user password',
'database' => 'database name',
```

Finally browse the script.

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

## 2. How to install the script on the local server?

#### Answer:

Please follow the following procedure to install this script on the localhost:

- 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 (matrimonial.sql).
- 4. 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@matrimonial.com, Password: 1234

## 3. 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 customize Homepage?

#### Answer:

Homepage Settings is one of the most important features in **Active Matrimonial CMS** from where you can set the total outlook of the system. You can easily setup the Homepage by following the steps from the **Navigation**, Go to **Frontend Settings**  $\rightarrow$ **Frontend Appearance**  $\rightarrow$  **Pages**  $\rightarrow$  **Home** 

The Pages option has a Home section, which is split into many sub-sections. They are :

- → Slider Section : Admin can add/remove images for the slider portion.
- → **Premium Member Section**: For this portion in homepage admin can set the maximum number of displayed premium members profile in a well designed box.
- → Parallax Section: This section contains the Register Now section. Admin can set the image & text for this section from here.
- → Happy Stories Section : For this portion in homepage admin can set the maximum number of displayed stories.
- → **Premium Plans Section**: This portion for the premium plans & admin can set the background image for this section.
- → Contact Information Section: Any text for this section can be updated from here.

After finishing the setup of every section you have to **Submit** each section.

## 5. How to customize other pages?

#### Answer:

**Admin** can easily setup the other pages by following the steps from the **Navigation**, Go to **Frontend Settings**  $\rightarrow$  **Frontend Appearance**  $\rightarrow$  **Pages** 

Here Admin will be able to customize other pages i.e. **Premium Plans, Happy Stories, Contact Us, Login & Registration.** 

## 6. How to manage members?

#### Answer:

- 1. **Login** to Admin Panel.
- 2. From the **Navigation**, go to **Members** → **Free** / **Premium Members**/ **Add members** depending on what type of members you want to manage.
- 3. Admin can View a member Profile information and Package details from here.
- 4. **Admin** can also **Block / Unblock** a member (free / premium) from this section. Blocking a member will deny the access of a user to **Log In** to his/her account.
- 5. **Admin** can now manually create member profile from admin panel in Add members.

## 7. How to manage package plans?

#### Answer:

- 1. **Log in** to the system with appropriate information.
- 2. From your panel's navigation, go to **Premium Plans**.
- 3. Now click on "Edit Button" of the package you want to edit.
  - To **Edit** a **Package** admin will get some fields to fill up such as **Package Name, Amount** (USD), Express Interest, Direct Messages, Photo Gallery and for uploading Package related Image.
  - Finally click the "Submit" button to edit the selected package.
- 4. Admin can also **Delete and Add** packages in this section.

## 8. How to manage stories?

#### Answer:

- 1. **Login** to Admin Panel.
- 2. From the **Navigation**, go to **Stories**.
- 3. **Admin** can **Approve**, **View** story details or **Delete** a story. After a member posts a **Story**, it will not be published until the **Admin** Approval is completed. **Admin** also has access to **Unpublish** a story which was previously approved by clicking the **Unpublish** button.

In this navigation all stories are listed & after admin approval story will be published in frond. Admin can view & delete any story from here too.

## 9. How to manage Earnings?

#### Answer:

- 1. Log in to **Admin panel**
- 2. From the **navigation**, go to **Earnings**.
- 3. Admin can view the entire list of members who purchase packages along with **member** name, date, payment type, amount, package name, Status (paid or due) etc
- 4. In option segment admin can view the details about the payment method.

## 10. How to manage Contact Messages?

#### Answer:

- 1. From the **Navigation**, go to **Contact Messages**
- 2. Admin can view the messages which will be get through the Contact Us option from the home page when any user wants to communicate with admin via mail. Admin also can reply back.

## 11. How to manage general settings?

#### Answer:

- 1. Log into **Admin Panel**.
- 2. From the Navigation, go to General Settings.
- 3. In the **Left Tab Panel** Admin can set up the General Settings i.e. **System Name, System Email, System Title** etc.
- 4. Under the **General Settings** tab there are more options like **Smtp Settings**, **Social links**, **Terms & Conditions** and **Privacy Policy**. Admin can easily setup the corresponding settings just by filling the forms given there.
- 5. **Mouse Right Click Off** For photo privacy, admin can disable the right click of the mouse from the admin panel for frontend.

# 12. How to configure SMTP email system?

#### Answer:

To configure the 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 the 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 **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 <a href="https://www.google.com/accounts/DisplayUnlockCaptcha">https://www.google.com/accounts/DisplayUnlockCaptcha</a> 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.]

# 13. How to configure a member's profile?

#### Answer:

- 1. **Login** to Admin Panel.
- 2. From the Navigation, go to Configurations → Member Profile.
- 3. **Admin** can **Add**, **Edit** or **Delete** member attributes i.e. Religion, Language, Country, State etc.

# 14. How to manage social media commenting?

#### Answer:

- 1. Log into the Admin **Panel**.
- 2. From the Navigation, go to Configurations → Social Media Comments.
- 3. Now select a type and fill in the id depending on the type selected facebook or discus.
- 4. Finally click the Save button to save the configurations.

# 15. How to manage payment options?

#### Answer:

# For Paypal configuration

- 1. Log into the Admin **Panel**.
- 2. From the **Navigation**, go to **Configurations > Payments**.
- 3. **Switch on** by clicking the checkbox of **Paypal Settings** activation option.
- 4. Enter your valid **paypal email** and choose the account type.
- 5. **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 <u>Paypal Registration</u> and it's free!]

## For Stripe Configuration

- 1. Log into the Admin **Panel**.
- 2. From the **Navigation**, go to **Configurations** → **Payments**.
- Switch on by clicking the checkbox of Stripe Settings activation option.
- 4. 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 <a href="Stripe Registration">Stripe Registration</a> and it's free!]

# For PayUmoney Configuration

- 1. Log into the Admin **Panel**.
- 2. From the **Navigation**, go to **Configurations** → **Payments**.
- 3. **Switch on** by clicking the checkbox of **PayUmoney Settings** activation option.
- 4. Enter **Merchant Key** and **Merchant SALT** which you have got from your PayUmoney account.
- 5. **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 PayUmoney account, you can create a new one from <u>Payumoney registration</u> and it's free!]

## For Instamojo Configuration

- 1. Log into the Admin **Panel**.
- 2. From the **Navigation**, go to **Configurations** → **Payments**.
- 3. **Switch on** by clicking the checkbox of **Instamojo Settings** activation option.
- 4. Enter Api Key & Auth Token which you have got from your Instamojo account.
- 5. **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 **Instamojo** account, you can create a new one from <u>Instamojo registration</u> and it's free!]

# 16. How to add a Language?

#### Answer:

- Open google chrome and install this extension to your browser.
   https://chrome.google.com/webstore/detail/google-translate/aapbdbdomjkkjkaonfhkkikfqillcleb
- 2. Log in to your **Admin panel** and go to Language.
- 3. Click on the **Add Language** button and fill up the form.
- 4. From the **Language list** table, find your added language and click on the **set translation** button.
- 5. Click on the extension icon located at the top of your browser and click on **TRANSLATE THIS PAGE**.
- 6. Image like below will appear on the top of your browser.
- 7. Choose your language from the drop-down and this will translate the whole page.
- 8. After that, scroll down and click on the **Translate** button. (the text "Translate" will be translated to your language)
- 9. Click on the **save all** button to translate the words. (the text "Save All" will be translated to your language)
- 10. From the bottom of the word list, click on the pagination and follow the step 8 & 9 to set the translation for the rest of the words of the list.

## 17. How to Manage Admin Profile Settings?

#### Answer:

- 1. Log into the **Admin Panel**.
- 2. From the Navigation, go to Manage Admin Profile.
- 3. **Admin** can change his/her basic information and also can change password from this section.

## 18. How to Create caste/sub-caste?

#### Answer:

- 1. Log into the Admin panel.
- 2. From the Navigation, go to configuration, select member's profile
- 3. Admin can create, edit and delete caste & sub-caste from this section.

## 19. How to configure SEO Settings?

- 1. Log into the 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.

#### 20. How to send SMS?

- 1. Log into the Admin **panel**.
- 2. From the **Navigation**, go to **Send SMS**.
- 3. Admin can select the online massaging tool like **Twilio or Msg91**, members selection like All members, free members or premium members. Then after writing by clicking on the send button admin can Send messages from this section.

## 21. How to configure SMS settings?

- 1. Log into the Admin **panel**.
- 2. From the Navigation, go to configuration, select sms settings.
- 3. Admin can activate online messaging tools like Twilio or Msg91 from this section.

## 22. How to manually edit & add members?

- 1. Log into the Admin panel.
- 2. From the **Navigation**, go to **Members**, select **Add members**.
- Admin can create individual member profiles and add packages from the admin panel manually in this section and also edit the pre submitted information of members by clicking the View profile button.

## 23. How to disable mouse right click?

- 1. Log into the Admin **panel**.
- 2. From the **Navigation**, go to **General Settings**.
- 3. In the bottom mark Admin can create individual member profiles manually in this section the **Mouse Right Click Off** and click **save**.
- 4. From manage settings admin can disable the mouse right click option for frontend.

# 24. How to manage staff and permission roles?

- 1. From the **Navigation**, go to **Staffs** → **Staffs Permissions**.
- 2. Click the Create Role button.
- 3. Create a role by giving the permission that you want to handle that role.
- 4. Then, go to **Staff**s  $\rightarrow$  All Staff and create an admin with the created role.
- 5. Admin can edit the role permission and can delete roles when it is unnecessary.

# 25. How to set up currencies?

- 1. Login to **Admin Panel**. From the **navigation**, go to **Currency settings** -> **Configure**
- 2. Click Configure and Fill up the row of the list as below:
  - i. Can change **Home Default Currency**
  - ii. Can change System Default Currency which will change all the price value as well.
  - iii. Can change Currency format with Symbol Format and No of Decimals.
- 3. Click on the save button to save the changes.

# To add new currency

- 1. Go to Currency settings-> All Currencies.
- 2. In the bottom of the page, fill up **Your Currency** section with **Currency Name**, **Currency Symbol**, equivalent amount of 1 US dollar.
- 3. Mark the **Status** box and click **Save**

#### 26. How to close a member account?

- 1. Login as a member.
- 2. From the left **Navigation** select **Close Account.**
- 3. Answer questions by marking **yes/no** which will appear during account closing.
- 4. Admin can see if the members account close or not from his/her admin panel in the member status section.

\*\*Note: When a member wants to close their account, a couple of questions will be asked for this process. Firstly, have they found their partner or not? and do they want to share their happy story or not? If a member shares their happy story it will be displayed on the Homepage but the member's profile won't be found by searching the name mentioned in the story. If a member has already shared his Happy Story, then he or she will be taken directly to the account closing section, where he/she can confirm the account closing.

# 27. How to configure Profile Sections?

#### Answer:

- 1. Login to **Admin Panel**.
- 2. From the **navigation**, go to **Configuration -> Profile Sections**.
- 3. Admin can mark up the sections like **Present Address, Education And Career, Hobbies And Interests, Language etc** of member's profile which will be shown in their profiles.

## 28. How to upgrade member packages?

#### Answer:

- 1. Login to **Admin Panel**.
- 2. From the navigation, go to Members -> Free/Premium Members
- 3. Go to the **Option** row and click **Packages**.
- 4. Admin can select any given packages from the option by clicking the Upgrade **package** button.

## 29. How to permanently delete and restore deleted members?

#### Answer:

- 1. Login to **Admin Panel**.
- 2. From the navigation, go to Members -> Deleted Members list
- 3. To restore deleted members click on the "**Restore**" button on the required member from the list.
- 4. Admin can **Delete** a member **Permanently** by clicking on the button "**Permanently Delete Member**".manently by clicking on the button "**Permanently Delete Member**".

# 30. 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 **Configuration** -> **Google Analytics Settings**.
- 9. Go to the Google Analytics tab and enable status option.
- 10. Now input the Tracking ID previously acquired and save the settings.

# 31. How to manage Terms & conditions and Privacy Policy?

- 1. From the Navigation, go to **General Settings** > **Terms & Conditions**.
- 2. Input the **terms & conditions** in the text area and click on the Save button.
- 3. Again from the Privacy **Policy** tab, input policy in the text area then click on the Save button.

# 32. How to manage a reported profile from the admin panel?

#### Answer:

- 1. Log in to your admin panel.
- 2. Go to **members-> free/premium members-> Profile reported**. Admin can see the number of times a profile is reported in this section.
- 3. Admin will get mail whenever a member will get reported by any other members along with name and profile view link. Admin can simply contact the reported member. Also can deactivate or even can delete the profile if he wants to.
- 42. How to manage user email verification?

#### 33. How to manage user email verification?

#### Answer:

- 1. Log in to your admin panel.
- 2. Go to General Settings > General Settings tab.
- 3. Admin can On/Off member **Email Verification** option from here.
- 4. When email verification is on, the registration member will get an email verification mail. Without a verified email, a member will not be able to access his/her profile.

#### 34. How to Update from version 2.0 to 2.1?

#### Answer:

This update will be workable if the installed version is 2.0

- 1. **Log in** to your **cPanel**.
- 2. Open File Manager.
- 3. **Open** the folder where your **running script is located**.
- 4. **Upload** the **update.zip** file from updates/2.0 to 2.1/**update.zip** which is downloaded from CodeCanyon to your server where your script is running.

- 5. **Extract** the **zip** file in the root directory of the running script. (Example: if your script is located in the public\_html/matrimonial on the server. Then, public\_html/matrimonial is the root directory.)
- 6. Go to **PhpMyAdmin** and open the database of your running script.
- 7. Import the **sql** file (update.sql) which is provided in the "updates/2.0 to 2.1/" folder.

# 35. How to Upload bulk members?

#### Answer:

- 1. Log in to your admin panel.
- 2. Go to Members > Bulk Member Add.
- Download The Skeleton File And Fill It With Data.
- 4. You Can Download The Example File To Understand How The Data Must Be Filled
- 5. Once You Have Downloaded And Filled The Skeleton File , Upload It In The Form Below And Submit.
- 6. Do Not Upload More Than **50** Members At A Time .
- 7. Members Should Be Uploaded Successfully.
- 8. You will get more information in **Members > Bulk Member Add.**

# 36. How to take backup sql and full script?

#### Answer:

- 1. Log in to your admin panel.
- 2. Go to Backup.
- 3. Your backup for script will zip all folders in project root.
- 4. If you have other files which do not belong to the project, those will also get zipped.
- 5. If you choose **Download mode: Download** your script / sql / both will be downloaded on your device.
- 6. If you choose **Download mode: Root** your script / sql / both will be stored in your project's root folder.
- 7. Full script downloading may take longer (5- 10 minutes or more) than usual.
- 8. Due to the limited execution time and memory available to PHP, backing up very large databases may not be possible.
- 9. If your database is very large you might need to backup directly from your SQL server via the command line, or have your server admin do it for you if you do not have root privileges.
- 10. Due to the limited execution time and memory available to PHP, backing up a very large project folder may not be possible. If your project folder is very large you might need to backup directly from cpanel or via ftp.

## 37. How to Update from version 2.1 to 2.2?

#### Answer:

# This update will be workable if the installed version is 2.1

# **Process 1 (From Admin Panel):**

- 1. Log in to your admin panel.
- 2. Go to **Update**.
- 3. You can only update to the **next version from the immediate previous version**.
- 4. You require proper **folder permission** for files to upload, extract and overwrite.
- 5. Otherwise, take the manual approach.
- 6. Upload the **update.zip** file from updates/2.1 to 2.2.
- 7. Then click on the **update** button.
- 8. Zip file uploading, extracting, replacing and importing the update sql may take some time depending on the file size.
- 9. After the update you will see the new version.

## **Process 2 (Manual Update):**

- 1. **Log in** to your **cPanel**.
- 2. Open File Manager.
- 3. **Open** the folder where your **running script is located**.
- 4. **Upload** the **update.zip** file from updates/2.1 to 2.2/**update.zip** which is downloaded from CodeCanyon to your server where your script is running.
- 5. **Extract** the **zip** file in the root directory of the running script. (Example: if your script is located in the public\_html/matrimonial on the server. Then, public\_html/matrimonial is the root directory.)
- 6. Go to **PhpMyAdmin** and open the database of your running script.
- 7. Import the **sql** file (update.sql) which is provided in the "updates/2.1 to 2.2/" folder.

# 38. How to configure Facebook Chat?

#### Answer:

- 1. Login into your facebook page.
- 2. Find the **About** option of your facebook page.
- 3. At the very bottom, you can find the "Facebook Page ID".
- 4. Go to **Settings** of your page and find the option of "**Advance Messaging**".
- 5. Scroll down that page and you will get "white listed domain".
- 6. Set your **website domain name**.
- 7. Then, **Log in** to your **Admin panel**.
- 8. Go to Configurations > Facebook Chat Settings
- Enable Facebook chat and set the Facebook Page Id, Logged In Greeting, Logged-out Greeting and Chat Theme color.

# 39. How to manage Manual payments?

#### Answer:

## **Manual Payment Settings:**

- 1. **Login** into the **Admin** Panel.
- 2. From the Navigation, go to Configurations > Payments.
- 3. **Enable** the **custom payment** methods.
- 4. Set up the Custom payment method **name**, **number**, **instruction**, and an **image**.

## **Manual Payment Manage:**

- 1. **Login** to the **Admin** Panel.
- 2. From the **Navigation**, go to **Earnings**.
- 3. Click on the **View Details** button.
- 4. You can see payment details and can download the copy of the bill if it exists.
- 5. If you want to accept the payment then click on the **Accept Payment** button.
- 6. After payment acceptance, Payment status will be changed to 'Paid' and that member will get his/her requested package.

# 40. How to manage Member profile picture approval by admin?

- 1. **Login** into the **Admin** Panel.
- 2. From the Navigation, go to General Settings.
- 3. From here you can **on/ off** the Member profile picture approval system.
- 4. Then go to **Members > Profile Pic Approval.**
- 5. From here you can accept / reject the member's uploaded profile pictures.

## 41. How to Update from version 2.3 to 2.4?

#### Answer:

This update will be workable if the installed version is 2.3

## **Process 1 (From Admin Panel):**

- 10. Log in to your admin panel.
- 11. Go to **Update**.
- 12. You can only update to the **next version from the immediate previous version**.
- 13. You require proper **folder permission** for files to upload, extract and overwrite.
- 14. Otherwise, take the manual approach.
- 15. Upload the **update.zip** file from updates/2.3 to 2.4.
- 16. Then click on the **update** button.
- 17. Zip file uploading, extracting, replacing and importing the update sql may take some time depending on the file size.

18. After the update you will see the new version.

# Process 2 (Manual Update):

- 8. Log in to your cPanel.
- 9. Open **File Manager**.
- 10. **Open** the folder where your **running script is located**.
- 11. **Upload** the **update.zip** file from updates/2.3 to 2.4 which is downloaded from CodeCanyon to your server where your script is running.
- 12. **Extract** the **zip** file in the root directory of the running script. (Example: if your script is located in the public\_html/matrimonial on the server. Then, public\_html/matrimonial is the root directory.)
- 13. Go to **PhpMyAdmin** and open the database of your running script.
- 14. Import the **sql** file (update.sql) which is provided in the "updates/2.3 to 2.4/" folder.