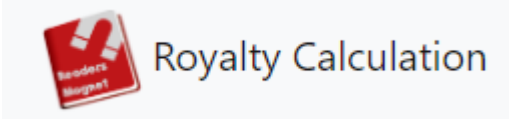

RM ROYALTY TOOL

Instruction Manual v1.0(Not Official)

TOOL VER 1.0.22.12PH1

Abstract

This will serve as guide and also this will be going to update this manual once new features added on the tool

eLink System and Concepts Corp

I. Introduction

1. Accessing the tool.
   - Use any browser that you had and type rmroyalty.com

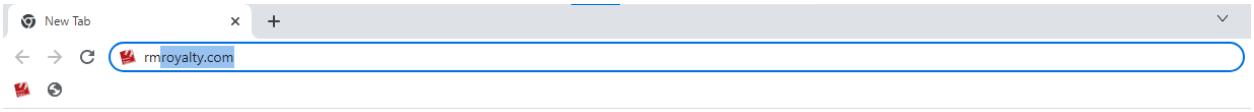

Fig 1(site)

And log-in using your credentials that you registered with.

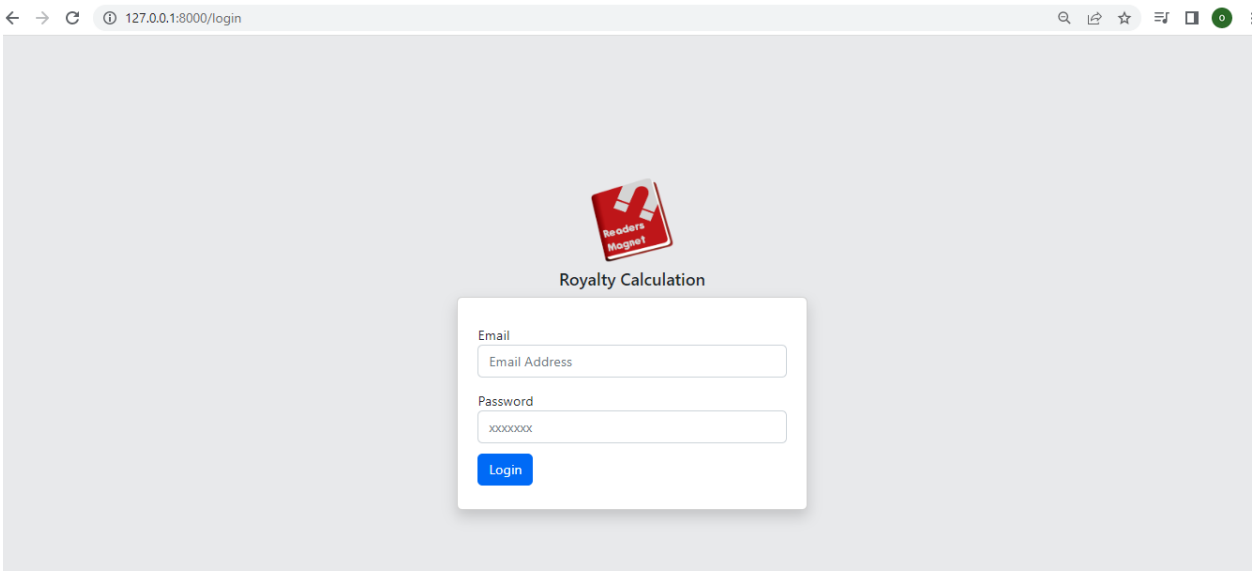

Fig 2(login)
Note: For now, only selected user can have an account on this tool since this tool are not yet open to all department that involved on this tool, since this tool is still on BETA, changes will be implemented afterwards.

Minimum Requirements
OS: Windows 7/8/10 (Latest build)
CPU: intel Pentium 8th gen and Higher, AMD A8 and higher
RAM: 4GB (8GB recommended)
Other software: XAMPP, MAMP, WAMP (For DEV ONLY PLS Disregard)
Here's list of browsers is compatible on our tool

Chrome: `108.0.5359.98 (Official Build) (64-bit) (cohort: Stable)`
BRAVE: **v1. 38**
Microsoft Edge: `92.0.902.67 (Official build) (64-bit)`
Mozilla Firefox: `107.0.1 (64-bit).`
Note: `You may try other software as long as compatible or latest version`

II Home Page / Dashboard

1.Homepage / Dashboard

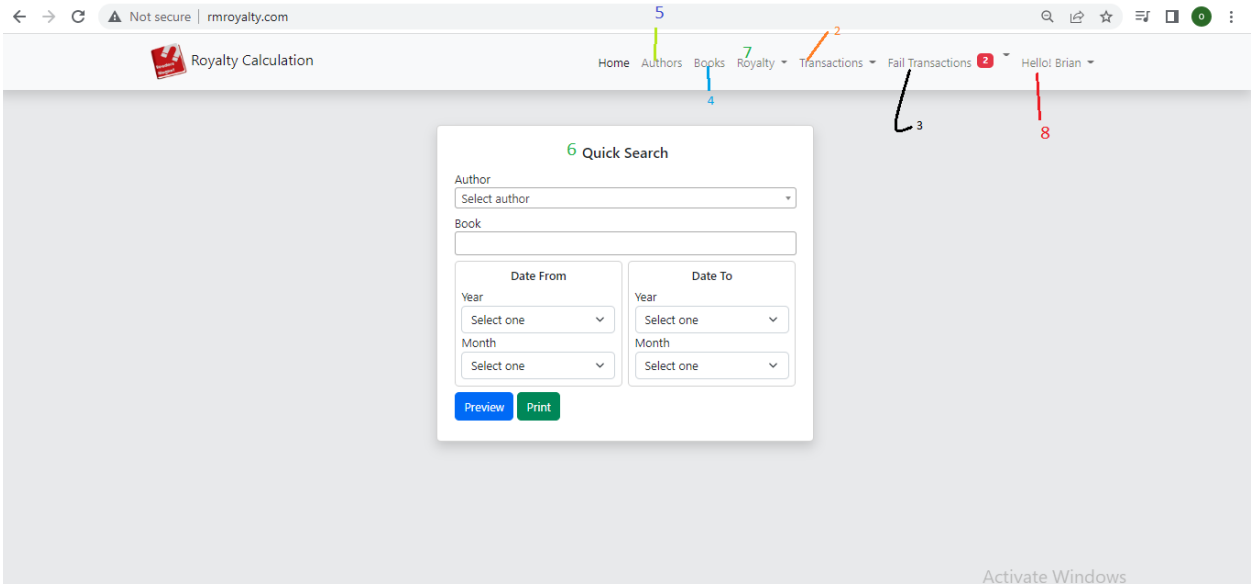

Fig 3. Home

This photo shows the ff.

1. Home
2. Transactions
   a. Pod
      Where the book transaction stored
   b. eBook
      Where the book (Digital version) transaction stored

3. Fail Transactions
   a. POD
   b. eBook
4. Books
5. Author
6. Quick search

III. Transaction Page

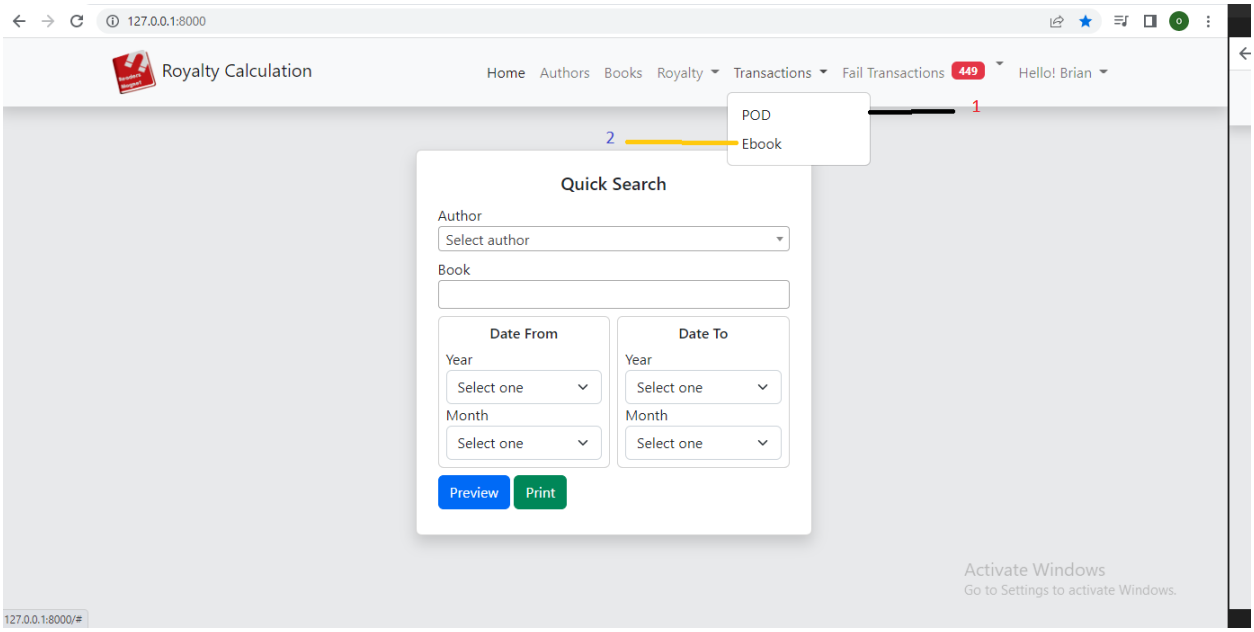

Fig 4 (Select Transactions).

This section you may choose from the Home > Transactions. And the option inside on the transactions are the ff.

1. POD – the physical book can be bought from selected store and deliver it to your home (Please correct me if I had some mistake)
2. eBook – the type of book that we could read digitally

III-A. POD Transaction

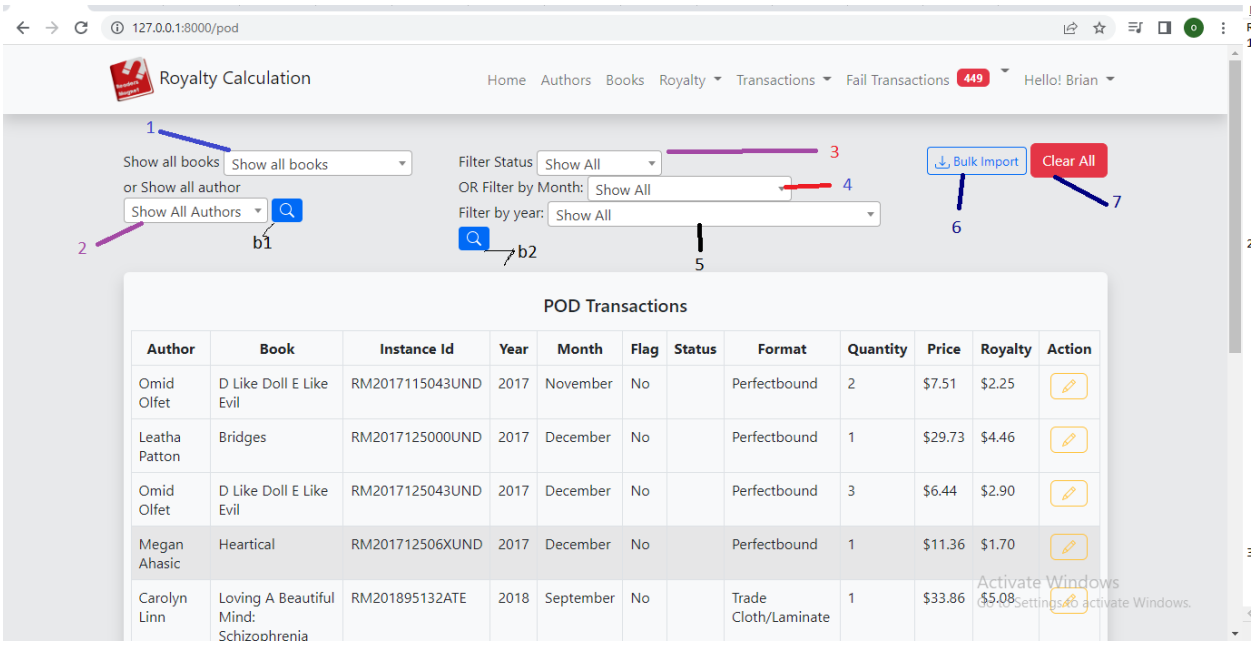

Fig 5 (Pod transaction page).

This page contains the ff

1. B1 (button 1)
    1.Search / Filter Books or
    2.Search / Filter Authors
2. B2 (Button 2)
    3. Filter Status or
    4. Filter by Month
    5. Filter by year
3. Bulk import
4. Clear all
5. Edit (on action)

B1 and b2 are diff function

B1 you may press if you type either those 2 field (Soon it will be chosen or together)
B2 you may press if you type either those 3 field (Soon it will be chosen or together)

III-A Pod Transaction (Cont.)

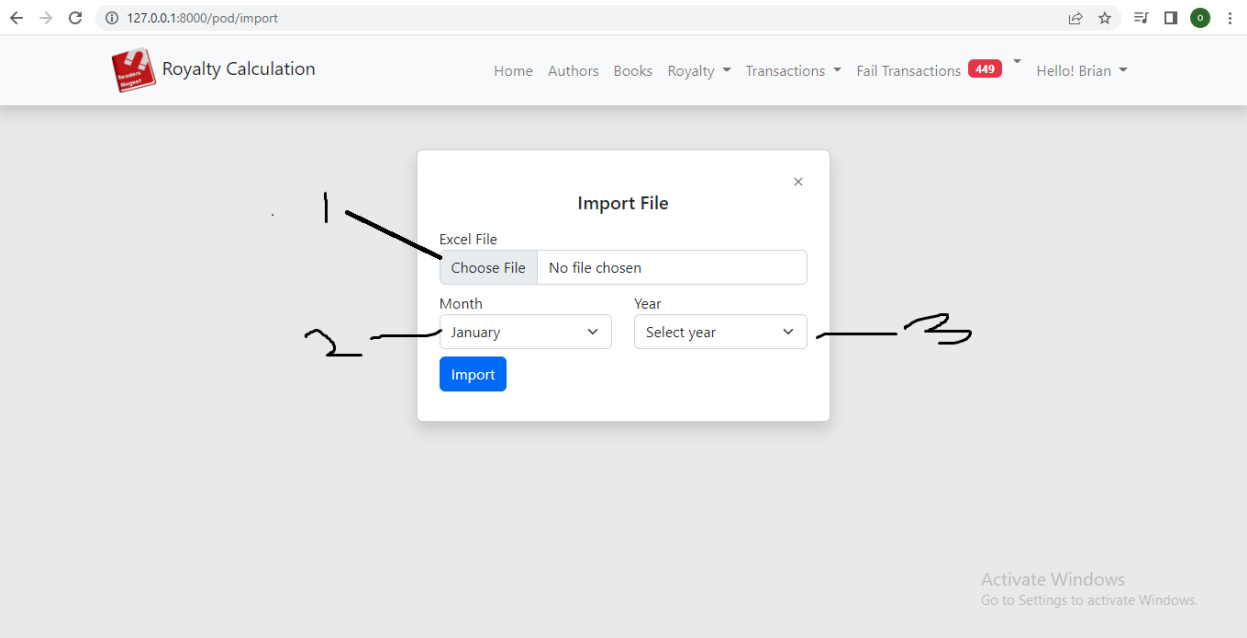

Fig .6 (pod import page)

You may able to upload in bulk (data from your spreadsheet file) by clicking > Bulk import on the home (See fig 5. above)

Choose file>select file > select month> select year > click import

For e.g. you choose sample.xlsx > you choose January > year 2020

Note: You may upload the list of authors. On the author section see IV Authors next on III-B below

Any author that not match on our data base it will move or save on Fail Transactions. Refer on IV (Author)

III-B. eBook Transaction

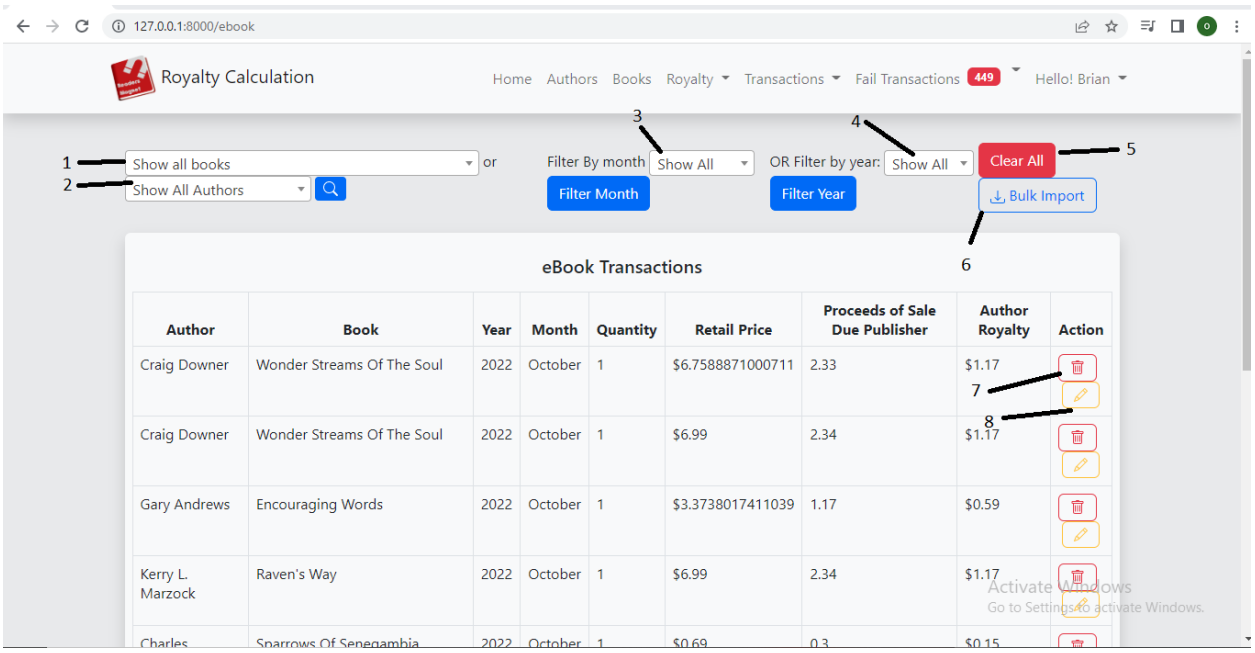

Fig .7 eBook transaction landing page

Here's the landing page of eBook and here's the function inside on the eBook transaction page are the ff.

1. Search book / filter specific books
   OR
2. Search / Filter specific Authors
3. Filter / search specific months
   OR
4. Filter / Search specific year
5. Clear ALL transactions
6. Bulk import
7. Delete Specific Transaction
8. Edit Specific transaction

III-B. eBook Transaction (Cont.)

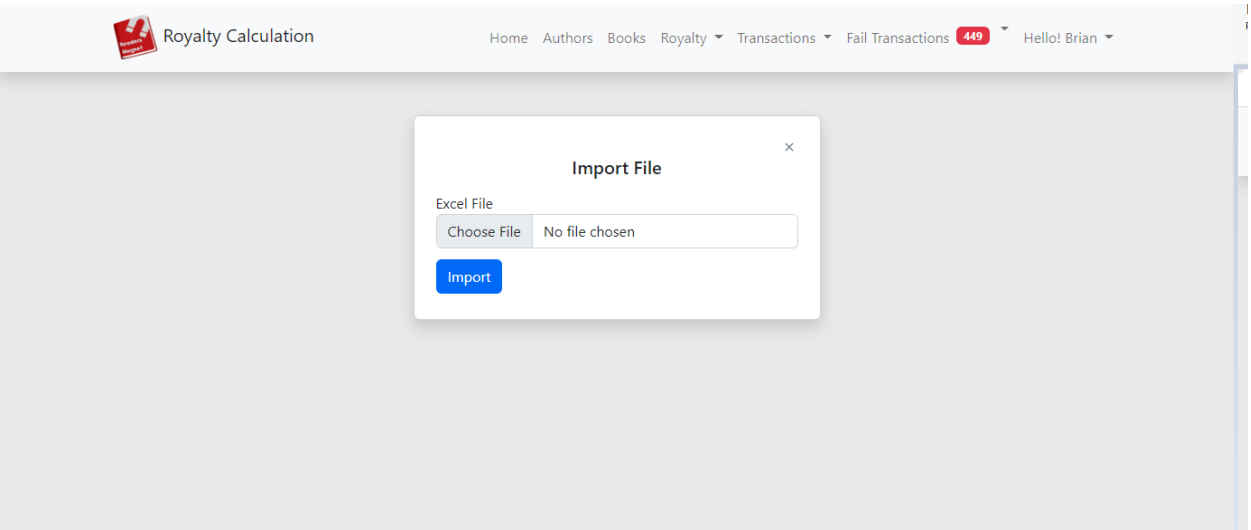

Fig 8 (eBook import)

This portion you can able to import your list of eBook transaction by

Select Transaction > eBook > bulk import > (select file)> click import

Note: You may upload the list of authors. On the author section see IV Authors next on III-B below

Any author that not match on our data base it will move or save on Fail Transactions.

Note: after uploading the file raw file from the tool. To avoid duplication, edit carefully the data from the failed transactions or on your raw file itself before uploading your raw data (this will be applicable on POD transaction as well, you may approach me if you need help regarding on this so that I could help you or I'll be the one who edit the raw file and upload it to our tool).

IV. Author (Import)

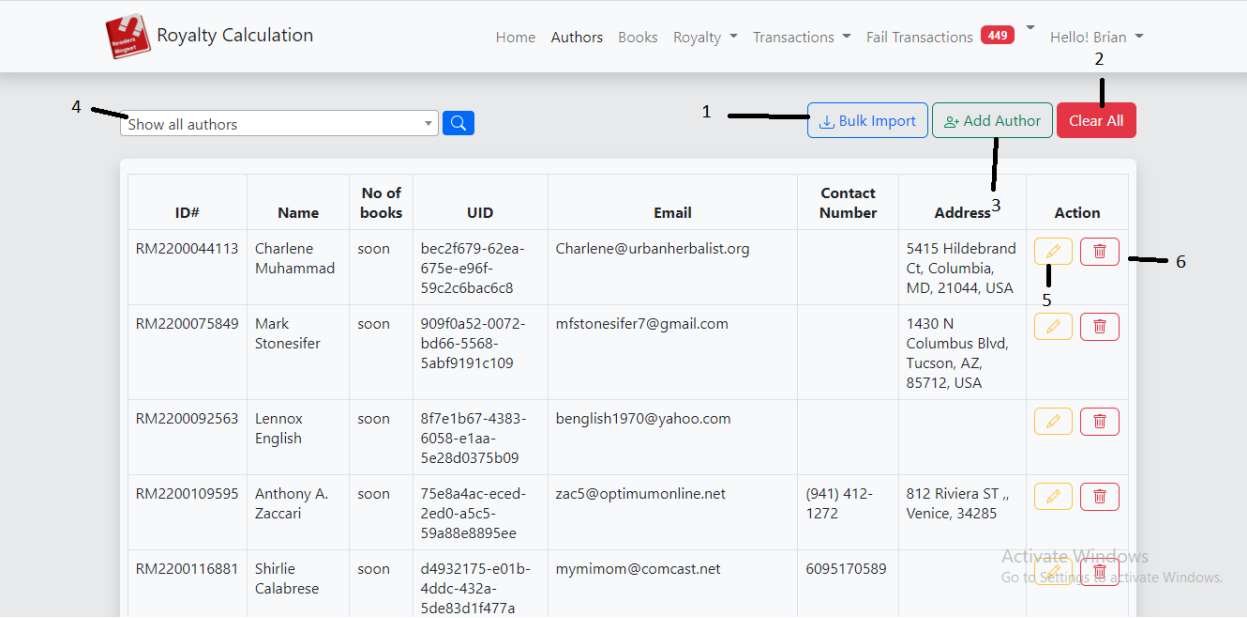

Fig 9. Author page

This is the Author table / Page it consists of list of authors and the ff function/ feature

1. Bulk import (Refer fig 10.)
2. Clear All author
    - This feature is to general flushing all data
3. Add Author (Individual)
4. Search / filter author

   You may search by clicking the show all author field and type then click
5. Edit Specific author
6. Delete specific author

IV-A. Author

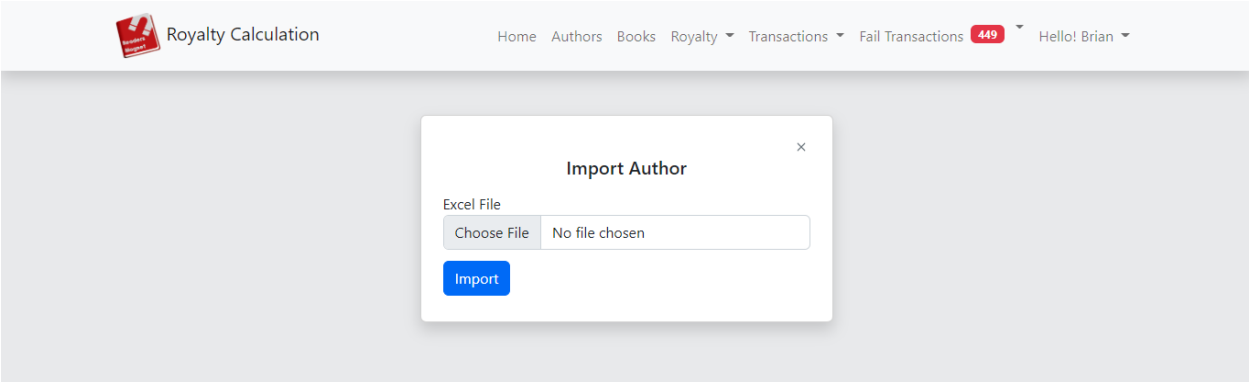

Fig 10. Import author

This portion you can able to import your list of eBook transaction by

Select Author (On nav)> bulk import > (select file)> click import

Note: ***This is the first step before you perform a data upload either pod or eBook transactions to avoid moving your data and ,also this section still subjected to revamp and reconcile***

V. Books

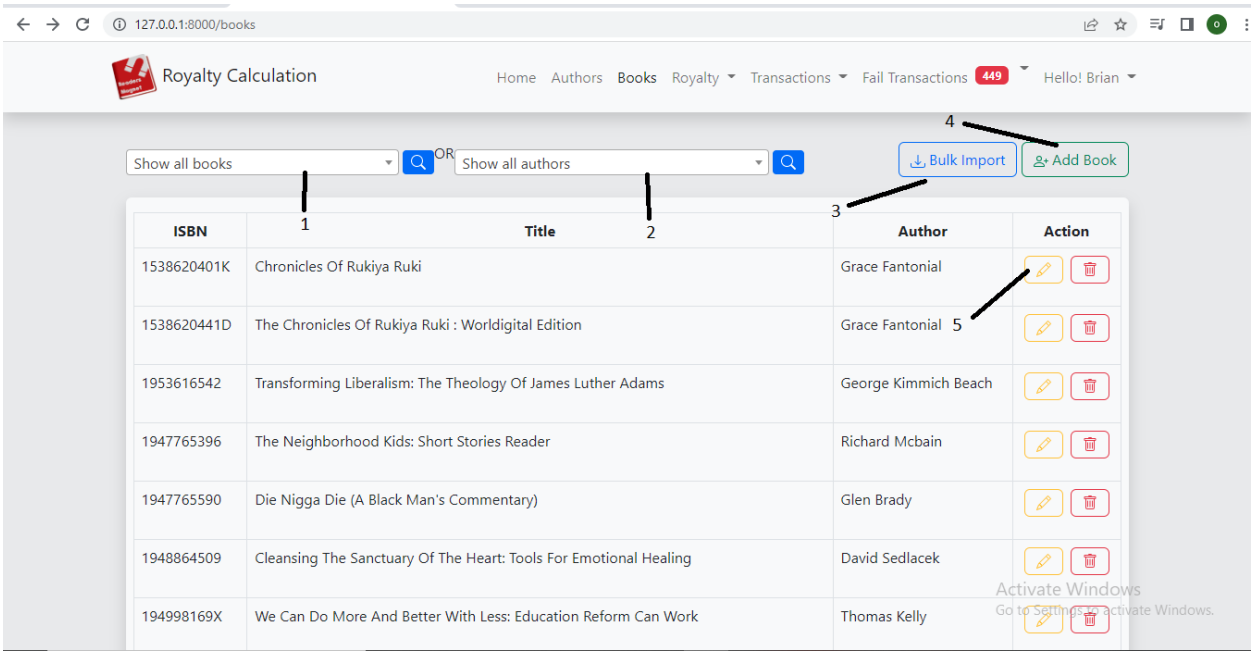

Fig11. (Book Homepage)

This is the BOOK table / Page it consists of list of authors and the ff function/ feature

1. Search Books
    - You may search by books
2. Search by Authors
    - You may search by author same as function on the book
3. Bulk Import
    - Same as pod and eBook transactions this once has a feature to bulk upload a data to the tool
4. Add book
    - You may add also book manually here at tool by just click add>input your isbn book name and author name and click save
5. Edit

    You may able to edit the book info incl the author name and book name. and this is important part if there was a mismatch after importing the pod or eBook transactions

Note: This is the important rule of all aside from the author, because there was an instance that after upload phase of the pod or eBook transaction from your raw file there was a chance that there's a transaction mismatch aside from rejected so you may go on book section and then

Search books>edit or pencil icon>edit the necessary information>save. Because this connect with the pod and eBook transactions so you may direct here. So, less hassle on editing if the book Name was the problem. (Also, on author as well) (You also rely with your sources as well before editing the information to avoid escalation)

VI. Quick Search (Landing page once after you log-in)

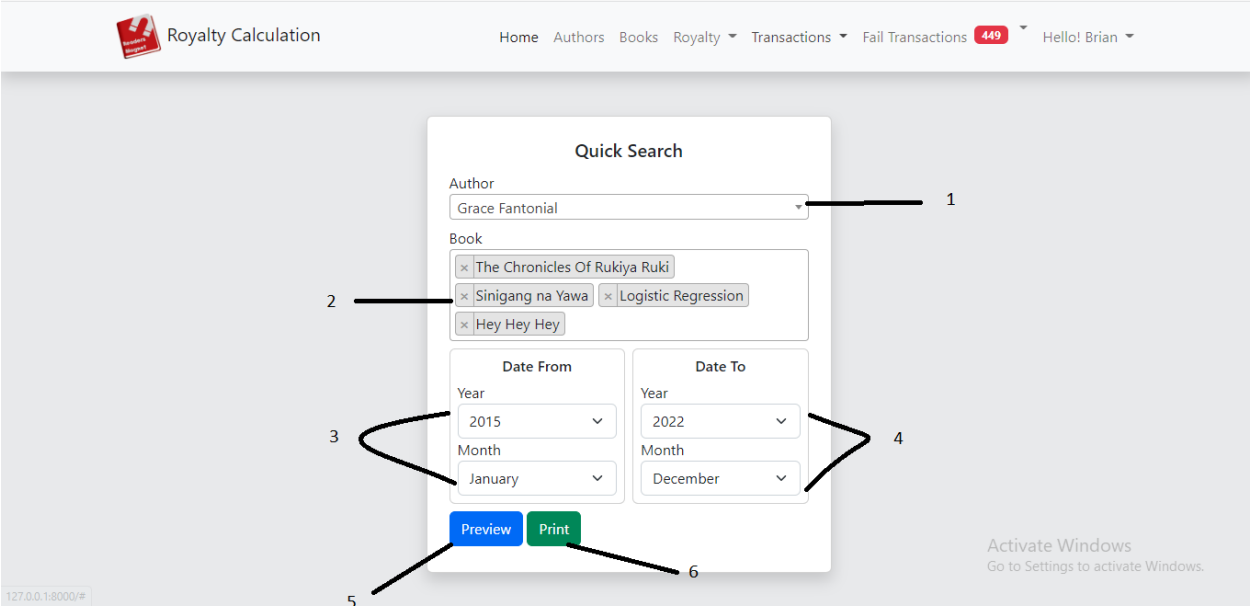

Fig 12. Tool landing page / Homepage of the quick search

This feature can able to fetch the name of author and it's no of books (IN general) and total royalty and it consist of the following field and its functions

1. Author field
   - This field you may enter the name of the author w/c registered on the tool (Note: One Author's name only)
2. Book Name
   -This field you may enter list of books that he/she owned
   Note: if the book is not found check on the rejected and you may edit it

3&4 Date range
   -This field you may set the date when you want to start and until the date you want to fetch

5.Preview
   - This action can set to preview mode see fig. 13

6.Print
   - This action can Direct PDF mode (Automatically download)

VI-A Quick Search (Preview Mode)

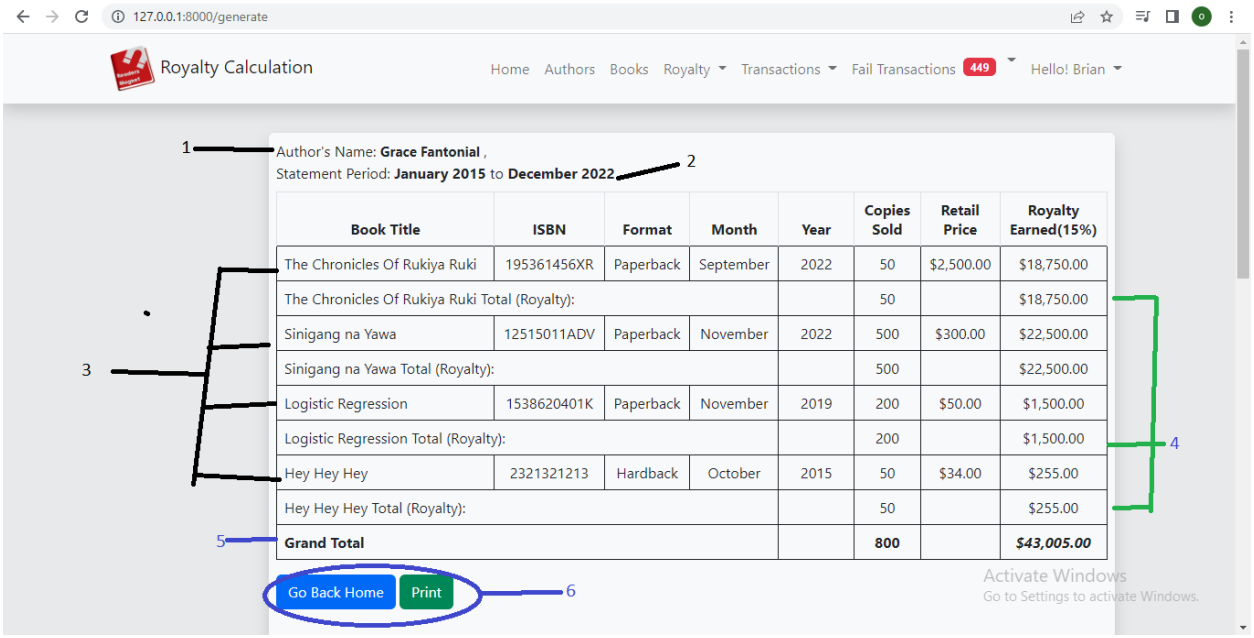

Fig 13. The result of the authors total royalty

This page shows on the following

1. Name of Author
   - Name of the author that you've search
2. Statement period
   - the period of date when you want to fetch with
3. List of Books
   -No of books that he/she have
4. Total royalty of specific books
   -Total Royalty of the specific books that he/she have
5. Grand total Royalty
   -Overall total royalty that he/she earned on that period of time
6. Action Button
   -These 2 buttons you chosen what is next (if you choose print the pdf will automatically downloaded and will be named as Author name datefrom – dateto Royalty.pdf

NOTE: this author has zero eBook so it shows only on pod but the No 6 (Action button will come 4 (named with Print eBook if there was an eBook royalty so you may choose w/c you want to print if its eBook or POD transaction. This will be also not yet final))

Important: This royalty is good for the talking / verbal mode only for now because the preview and print pdf Royalty still on build phase.

VII. Failed Transactions (Both Pod and eBook)

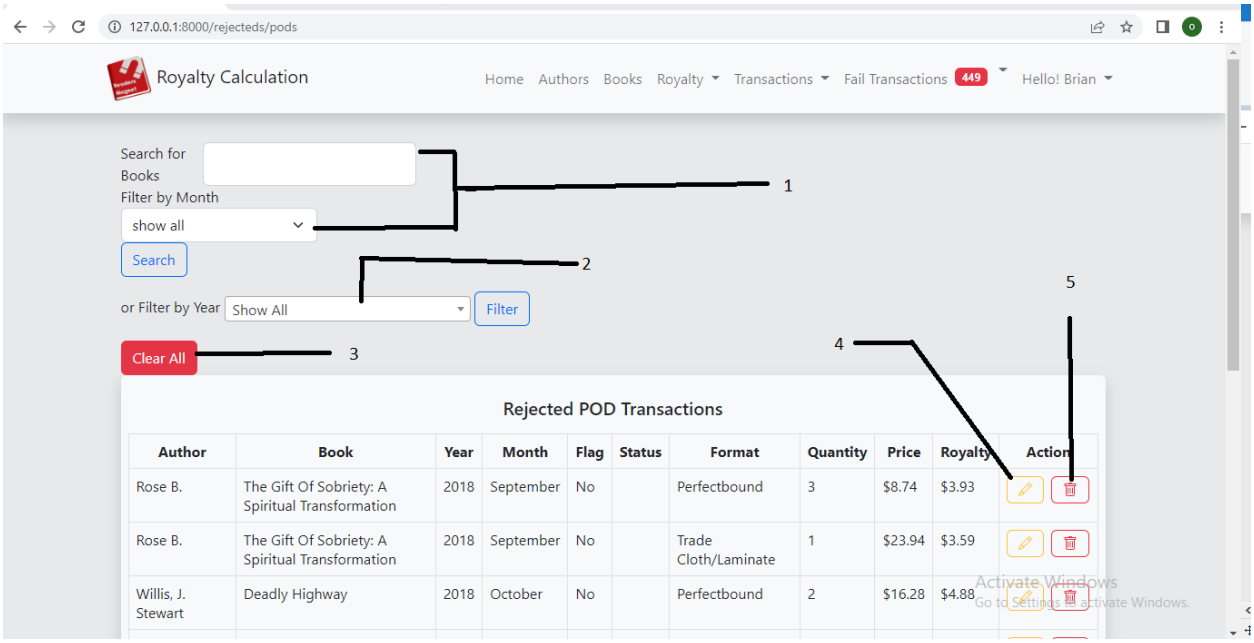

Fig 14. Failed / Rejected (POD) Transaction where all mismatches or typo error on the name of the author / the author using another name or any mismatches to our database, will be move to rejected

And here's the following buttons or functions

1.Search / filter by month

-This feature you may choose one (Either search for books or just filer by months)

2. Filter by year

- you may filter by year so that you may see how many transactions had rejected due to typographical errors (Same function on eBook as well)

3 clears all

-Flush all rejected transaction data from table (you may do it also on eBook)

4.Edit

- You may edit specific transaction so that it will move and match its corresponding author and it will count as well (Same step as eBook)

5. Delete specific data

Note. Any issues or difficulties you may approach me so that I could guide you
Also having difficulties on uploading the data or issues regarding with it you may approach me as well.
This instruction manual is still updating while new features added that's why the table of contents is yet to be made