

# Yo!Kart V9

## **How To Get Started?**



### **1.1 Getting Started as a Seller:**

The seller should configure the following in the dashboard in Order to start selling products on yo!kart.

### 1.1.1 Purchase subscription Plan

• The seller will have to purchase a subscription plan for his store.

**Note:** The subscription plan option is not mandatory and is subject to the Admin's choice whether the admin wants the sellers to pay. The seller will only be able to see the following screens if this section is enabled by the admin.



• The seller is required to choose from the available subscription plans and purchase the one that best suits their needs. Once the purchase is made, the seller is allowed to create their shop.



### 1.1.2 Create Shop

• The first step should be the creation of the shop. The seller should click on the "Create Shop" button Create Shop in the seller dashboard.

¥yo!kart ×	Seller 🗸				Da	shboard 🧟 🎧
HOP Manage Shop	Dashbo	ard		Cr	eate Shop Add New Product	sixelplace Store Inventory
<ul> <li>Products</li> <li>Inventory Update</li> </ul>	Sales	<u>al</u>	Credits		Orders	Ľ
Import Export	< Completed Sal	les \$0.00	Amount	\$0.00	Completed Orders	0
ALES	Inprocess Sale	s \$0.00	Credits Earned Today	\$0.00	Pending Orders	0
Sales Cancellation Requests	Sales Grap	n		Recent Orders		
Order Return Requests	0.875			Order Details	Amount	Action Buttons
Tax Category	0.75			г		
Options	0.375					
SCRIPTION My Subscriptions	0.125 0 May-19	Jun-19. Jul-19 Aug-19	Sep-19 Oct-	No F	Record Found	
Subscription Packages						

• Seller is redirected to the create shop page. Seller should input all the information according to the fields given on the setup shop page.

yolkart ×	Seller 🗸		Dashboard Shop 🧔 🕠
SHOP	Shop Details		
manage Shop	enep Betaile		
Products	General English Arabic Return Address	Media Collections	
Inventory Update			
1 Import Export	Identifier*	Shop SEO Friendly URL*	Postalcode
	Music World	music-world	160044
SALES		https://v9.demo.yo-kart.com/music-world	
III Sales	Phone	Country*	State*
Cancellation Requests	(998) 877-6655	India 🗸	Punjab 🗸
Order Return Requests			
SETTINGS	Display Status	Free Shipping On	
Tax Category	Ŭ.	33	Save Changes
Options			

• Once the seller has updated the basic tab, the seller should click on the save changes button to save the details entered.



**Note:** The seller should enter the data in language specific tabs available in forms. The language specific data will be visible when the user views the frontend website in the particular language from the available multi lingual options.

SHOP	Shap Dataila		
Manage Shop	Shop Details		
Products	General English Arabic Return Address	Media Collections	
🦅 Inventory Update	_		
1 Import Export	Shop Name*	Shop City	Contact Person
SALES	Music World	Mohali	Chris M
III Sales	Description	Payment Policy	Delivery Policy
Cancellation Requests	This is dummy text	This is dummy text	This is dummy text
Order Return Requests			
SETTINGS		Shop Payment Terms Comments	Shop Delivery Policy Comments
Tax Category	Refund Policy	Additional Information	Seller Information
Options	This is dummy text	This is dummy text	This is dummy text
SUBSCRIPTION			
My Subscriptions		4	h
Subscription Packages	Shop Refund Policy Comments	Shop Additional Info Comments	Shop Seller Info Comments
Subscription Offers			
PROFILE	Save Changes		

### **1.1.3** Entering the **Return address**:

The seller should enter the return address which will be used whenever an order return request is made to return the order. It is recommended for the seller to enter the return address in the language options available.



	Seller V	Dashboard Shop 😒 🕠
SHOP           Manage Shop           Products	Shop Details General English Arabic Return Address Media Collections	
Sef Inventory Update	General English Arabic Name* City*	
Cancellation Requests	Address1* Address2 mohali mohali	
SETTING S Tax Category Options SUBSCRIPTION		
🗒 My Subscriptions	Save Changes	

In case, the buyer wants to return the item, then the buyer will have to make a return request and return the item on the **Return Address.** 

The buyer should find the return address in the buyer panel under return requests  $\rightarrow$  view return order request section  $\rightarrow$  **Vendor return address**.

nvour X	Buyer 🗸				Dashb	oard 🧟 🔮
ORDERS	View Order	Return Request	: 4-15536921	84		
Downloads     Cancellation Requests	Request Details				l	Print Back
Return Requests	Vendor Return A	Address		Vendor Detail Vendor Name: Rohit		
OFFERS & REWARDS	SCO 10, Sector 82, Mo Chandigarh, Chandigar	bhali th		Shop Name: Chromium Gallery		
My Offers	India Zip:160055 Phone:5636353535					
Reward Points     Share And Earn	Withdraw Request					
GENERAL	ID	Order Id/invoice Number	Product	1	Return Qty	Request Type
Messages	4-1553692184	O1553692116-S0003	Jeans In Ice Blue		1	Refund
My Credits			Jeans Brand: Diesel Color: Ice Blue Skill: 6:567			
Saved Searches			Model: Ico Blue Star Slim W	/omen's Light Blue Jeans		
	Reason	Date		Status		Amount



• The seller should also update the banner and logo for the store which will be visible to the buyers. The Image should be uploaded in the dimensions mention on the media upload tab.

	Seller 🗸	Dashboard Shop 🕺 🕠
SHOP	Shop Details	
manage Shop	1	
Products	General English Arabic Return Address Media Collections	
🖌 Inventory Update	_	
1 Import Export		
SALES	Preferred Dimensions 2000 x 500 Language	Upload a jpg, gif or .png. This will be displayed in 150°150 on your store. Language
III Sales	All Languages 🗸	All Languages 🗸
Cancellation Requests	Display For	Logo
Crder Return Requests	Desktop 🗸	Upload Logo
SETTINGS	Banner	
🗒 Tax Category	Upload Banner	
Options		

• The user has the capability to upload the banners in one language, means same banner will be visible on the shop page when viewed in different languages or user can upload language specific banners for shop page. Further the seller should select the screen resolution for the banners as well i.e. for mobile, iPad or desktop.

### **1.2 Getting Started as Admin:**

### 1.2.1 Sign in

- To get started as an admin, the admin needs to sign-in in the admin panel using the admin login credentials.
- After signing in, the dashboard will appear on the landing screen. The admin should be able to see important statistics like latest orders and recent updates.



					8			답 🖉 🤔	Ð # ¢
DER SALES 7340 s Month- \$0.	.00		SALES EARNI \$329 This Month- \$	NGS \$0.00	Ś	NEW USERS 13 This Month- 2	R	NEW SHOPS 3 This Month- 0	
Statistic:	s						<ul> <li>Traffic</li> </ul>		:
Sales	Sales Earnings	Buyer/se	ller Signups	Affiliate Signups	Products				
1.75k									
1.625k									
1.5k									
1.375k								99.8%	
1.25k									
1.125k									
1k									
0.875k									
0.75k									
0.625k								Direct efferral	
0.5k									
0.375k									
0.25k									
0.125k									
Ok									

- The admin is advised to update his/her profile and change the password for security.
- To make above mentioned changes, please click on the button to view the options.
- The admin can select options to view profile, change password and Logout.

$\leftarrow$			<b>≱</b> yo	kart	8 🖉	<i>i</i> 🖉	8	Φ
	SALES EARN \$429.9	INGS )2		NEW USERS	NEW SHOPS 6			
View Profile								
Change Password								
Logout								

### 1.2.2 View Profile:

• This section allows admin to update details such as Username, Email, Full name and profile image.



• Admin is advised to update all details, image and click on the Save Changes button to save the changes.

≡			굡	$\bigotimes$	P	<u>0</u> 00	٢
*	My Profile Home / Profile						
	0	My Profile Username* admin Email* yokartv8@dummyid.com Full Name* Jack Doe					
	Choose File No file chosen	SAVE CHANGES					

### **1.2.3 Change Password:**

• It is recommended to change the password once the admin logs in into the admin panel for the very first time. This option enables the Admin to change login password.

≡		쯥	Ø	æ	00	Φ
Change Password Home / Changepassword						
O Change Password						
Current Password*						
New Password*						
Confirm New Password*						
	CHANGE					

### 1.2.4 CMS

• This section allows the admin to manage the content of different pages of the website.



Dashboard	
Catalog	+
Users	+
Cms	-
Content Pages Content Blocks Import Instructions Navigation Management Countries Management States Management Collection Management Policy Points Management Empty Cart Items Management Social Platforms Management Shop Report Reasons Management Order Cancel Reasons Management Order Return Reasons Management Testimonials Management Discount Coupons Language Labels	
<ul> <li>Home Page Slides Management</li> <li>Banners</li> </ul>	

### • Content Pages:

Home / Conten	ent Pages It Pages			
Search				٩
O Content Pages				
	SR. NO	TITLE	ACTION BUTTONS	
	1	Privacy Policy (Privacy Policy)		
	2	Terms & Conditions (Terms & Conditions)		
	3	About Us (About Us)	**	
•				Showing 3 Entries

The admin should set up the content for the static pages like Privacy policy, About us and Terms & Conditions in the content pages. The content added here will be visible on the front end to the buyers in the respective pages. In addition to that, the admin can also



create SEO friendly URL for every content page added and also can change the layout of the content pages.

ntent Pages S	Setup		
General	English	Arabic	
Page Id	lentifier*	Privacy Policy	
SEO Friend	dly URL*		
Layo	ut Type*	https://v9.demo.yo-kart.com/cms/view/3 Content Page Layout2	
		SAVE CHANGES	

### • Content Blocks:

The admin can manage all the content blocks present on the website. The admin is enabled to activate/deactivate and edit the content blocks from this section.

Home / Con	Manage Content Blocks Home / Content Block					
<ul> <li>Content Blocks</li> </ul>	5					
	SR NO.	TITLE	STATUS	ACTION BUTTONS		
	1	Seller page Block 3 (Seller page Block 3)		***		
	2	Become Seller Page Form Text (Become Seller Page Form Text)		•••		
	3	Checkout Page Text (Checkout Page)				
	4	Affiliate slogan Text (Affiliate slogan Text)		•••		
	5	Advertiser slogan Text (Advertiser slogan Text)		***		
	6	Simple Pricing With No Surprises (Account Subscription Page)		•••		

**Seller Page Block 1, 2, 3** are the blocks which are displayed in **Become a Seller** page. Front end view of the block is given below.



### Multi-vendor Ecommerce Markelplace Solutio (ii) Contat nvour login@dummyid.com ..... Forgot Password? **Register Today** Your Email\* Selling on YoKart is easy! All you need is: Your Name VAT Number PAN Card Current Account nt Nu Need Help In Getting Pan/vat? Click Here To Contact Our Partners Near Your Location seller block1 Consectetur adipisicing 5+ Lorem ipsum dolor sit amet, consectetur adiple sed do incididunt ut labore et dolore magna aliqua. Millions Customers alle alle alle alle alle alle alle 1000 +Consectetur adipisicing Business Growing rapidly with us Lorem Ipsum dolor sit amet, consectetur adipisicing elit, sed do inclididunt ut labore et dolore magna aliqua. seller block 2 Simple steps to start selling online Easy to Use Real Market Data Simulated Market Data Fully Customisable Set up simulation exercises for large group of use real financial markets data in simulation students in a few steps. Simulate past market events and data over a Fully customize activities to meet various learning specific historical time period. Customes, disciplines and levels of difficulty. seller block3 um doior sit amet, consectetur adiplacking ellt, sed do ekusmod lempor incicibiunt ut labore et doiore magna aliqua. Ut enim ad minim venitum, quis ercitation ullamco laborts nai ut aliquip ex es commodo consequat. Duis aute iture doitor in reprehendent in voluplate vell esse clium voluplatem. Learn More About Pricing



### • Navigation Management:

Home / Navi	Manage Navigations Home / Navigations					
<ul> <li>Catalog List</li> </ul>						
	SR. NO	TITLE	STATUS	ACTION BUTTONS		
	1	Header		•••		
	2	Topheader (Top Header)				
	3	Quick Links (Quick Links)				
	4	Extras (Extras)		•••		
	5	Way to shop (Way to shop)				
	6	Seller Left Navigation				

The admin should set up the navigation options on the front end like Header, Footer Navigation etc. accordingly. The admin can edit, activate and deactivate the main Navigation options. The admin can also add new page in a particular navigation option for example, Header, Way to shop etc. And can delete the existing pages from the navigation option.



Multi-vendor Ecommerce Marketplace	Solution				🌐 English \mid 🌀 Curre	ency 🕴 Hi, Michael Williams
nvour	All 🔻	I Am Looking For			Q Search	CART \$0.00
Electronics	Men	Baby & Kids	Women	About Us	Blog	Contact Us



**It is to be noted that** the categories in the navigation bars will not be visible until a product is added in those categories. Once a product is added, the category will be visible in the navigation option e.g. in the header or quick links.

Social Platforms Management
 Manage Social Platforms
 Home / Social Platform

Home /	/ Social Platform					
<ul> <li>Social Pla</li> </ul>	tforms Listing					
	SR. NO	TITLE	URL	STATUS	ACTION BUTTONS	
	1	Twitter (Twitter)	Twitter.com		***	
	2	Facebook (Facebook)	Facebook.com		•••	

The social platforms will be visible in the left corner of footer section of the homepage. The admin can add, edit, activate/deactivate, and delete the social platforms

Way to shop	Extras	Quick Links	Sell With Yo!Kart	Sign Up To Our Newsletter
All Products Featured Products Featured Shops	About Us Become a Seller Affiliates	Privacy Policies Terms & Conditions Contact Us	🏯 Open A Store	Be The First To Here About The Latest Trends, New Arrivals & Exclusive Offers Enter Your Email Address Subscribe
Blogs	Advertise with us FAQs Testimonials			[] (180) 027-2172 図 yokari@dummyid.com
<b>6 (</b> )		© 2019 yokart Inc. A	All Rights Reserved.	VISA 🌨 Payted 😋



### • Language Labels

The admin should configure the language labels used in the website. The admin can activate/deactivate and edit the language labels.

Hom	nage Labels ne / Labels		
Search			Q
⊖ Langu	age Labels List		
SR. NO	KEY	CAPTION	ACTION BUTTONS
1	LBL_SVG_images_are_not_supported_in_emails.	Svg Images Are Not Supported In Emails.	
2	MSG_Data_verified	Data Verified	
3	LBL_Google_Icon	Google Icon	
4	LBL_Request_Date	Request Date	
5	LBL_Complete	Complete	
б	LBL_User_Requests_List	User Requests List	

### • Home Page Slides Management

The admin should configure the homepage slides which are visible on the homepage of the website.

Home /	e Home Page Slides Slides	S				
<ul> <li>Slides List</li> </ul>						
		SR. NO	TITLE	URL	STATUS	ACTION BUTTONS
÷		1	Homepage 1	-NA-		
٠Ţ٠		2	Homepage 2	-NA-		
۰ <u>Ť</u> ۰		3	Homepage 3	-NA-		
÷		4	Homepage 4	-NA-		

- → The admin can add new slide and activate/deactivate, edit or delete the existing slides.
- → The admin is having the option to open the in the same tab when a buyer clicks on the slide or it can open in a new tab.





### • Banners

The Admin should also add/select location of the banner the banners which will be displayed on the homepage in the front end. The admin can edit banners and select a layout option from the admin panel.

Home / Ba	anner nners / Listing					
<ul> <li>Banner Detail</li> </ul>	Page Banner Listing					
SR. NO	TITLE	TYPE	IMAGE	TARGET	STATUS	ACTION BUTTONS
1	Women Fashion	Banner	<b>A</b>	New Window		**
2	Men Fashion	Banner	1AL	New Window		**
1						Showing 2 Entries

The admin can activate/deactivate the banners and add new advertisement template in the banner from the admin panel.



* N H	fanage Bann ome / Banner	er Locations					
O Ban	ner Locations	List					
	SR. NO	TITLE	PREFFERED WIDTH (IN PIXELS)	PREFFERED HEIGHT (IN PIXELS)	PROMOTION COST	STATUS	ACTION BUTTONS
	1	detail page banner	600	338	3.0000		•••
	2	home page bottom banner	600	338	20.0000		•••
	3	Home page top banner	1200	360	2.0000		***
1							Showing 3 Entries

The admin can use these banner spaces to earn by providing these spaces for advertisement on the website. The prices for the banner spaces can also be customized in the admin panel by the Admin.

desgood for protories	Mobile Cases		Women Daily Wear Fun top	0		Men Casual Cool Red Shirt	
	\$12.00 \$15.00 20% Off		\$33.00		R	\$40.00	
A	Women		Women	0		Phones	(
	Women sari black		Trending today tops			Apple iPhone 7 (Black,	64 GB)
	\$65.00	ar.	\$343.00		3 - 0	\$614.00 \$675.00 9% O	ff

1.2.5 Settings

• This section allows the admin to manage the settings of the store. The main settings menu contains all the settings related to different elements of the website.



# Settings–General SettingsPayment MethodsCurrency ManagementSales TaxCommission SettingsAffiliate Commission SettingsEmail Templates ManagementOrder Status ManagementSubscription Packages ManagementRewards On Every Purchase

• The admin should configure the below listed settings from the settings menu in order to get started

### 1. General settings

- The admin should configure the store owner email.
- Telephone
- Fax
- Admin should enter the data in all the language specific fields



General Settings		
Home / Configurations		
General	Racio English Arabio apagi	
Local	Dasic English Alabic span	aii
SEO	Store Owner Email*	yokart@dummyid.com
Account	Telephone	
Product	Telephone	(180) 027-2172
Cart/wishlist	Fax	(333) 222-1111
Checkout	About Us	About Ua
Commission		
Discount	Privacy Policy Page	Privacy Policy 👻
Reward Points	Terms & Conditions Page	Terms & Conditions 👻
Affiliate		
Reviews	Gdpr Policy Page	Privacy Policy 💌
Third Party API	Cookies Policies Page	Terms & Conditions
Email		Cookies Policies
Media		Cookies Policies Section Will Be Shown On Frontend
Subscription	Admin Default Items Per Page	20
Referal		Determines How Many Items Are Shown Per Page (user Listing, Categories, Etc).
Sharing	Google Map Iframe	
System		
Live Chat		
PPC Management		
Server		rms is rie oogie map irrame schpt, USed To Uisplay Google Map Un Contact US Page
Import Export		SAVE CHANGES

### 1.1 Account settings

- The admin should configure the following settings in this section
  - → Activate email verification after registration for new users
  - → Enable or Disable Social Media Login
  - → Withdrawal limit setup
  - → Maximum seller request attempts

### 1.2 Local settings

- The admin should configure the following local settings
  - → Default website language
  - $\rightarrow$  Time zone
  - → Country
  - → Default Site Currency

### 1.3 **Commission Settings**

• The admin should configure the maximum site commission here in the commission settings. The commission value set by the admin will be the maximum commission he can earn per product.



### 1.4 **Third Party API**

• This section allows the admin to manage all the third party API integrations done in the website to perform different functions

Sr. No.	Third Party API	Dependency
1.	Social media Login API	Social media login will not work until the Social media login API keys are inserted
2.	Google Map API	The contact us section on the website will not show the map until google map key is inserted.
3.	Push Notification	The web push notifications will not work until the Engage spot Push Notification Key is inserted
4.	Newsletter Subscription	The newsletter subscription will not work until the Mail chimp API key is inserted
5.	Google Analytics	The Google analytics integrated in the admin panel will not work properly until the Google analytics API key is inserted
6.	Google Recaptcha	The google Recaptcha on the forget password page will not work until the Google Recaptcha API key is inserted.

### 1.5 Media

• This section allows the admin to upload media related to the store.

Admin should upload the media for numerous options like Admin logo, Desktop logo, Email template, Payment page logo etc.

Japanese		
Select Admin Logo	Select Desktop Logo	Select Email Template Logo
	yo!kart	≱ y <u>olkart</u>
UPLOAD FILE	UPLOAD FILE	UPLOAD FILE

The media upload will be visible on the respective pages on the front end.



### Admin Logo:

≡			<u>p!kart</u>		읍	ø	æ	⊕	80	Φ
order sales \$10107.05 This Month- \$525.65	SALES EARNINGS \$448.95 This Month- \$19.03	Š	NEW USERS 18 This Month- 2	Q	NEW SHO	XPS ith-1			ç	

### 1.6 **Email**

• The email section allows the admin to manage all the email and SMTP settings

• These settings are very necessary to configure while getting started because the email functions will not work until details like

- From email: From which all the emails will be sent"
- Reply to email: At which all the emails will be received.

and SMTP details etc. are not inserted.

### 1.7 System

• This section allows the admin to enable or disable to auto hide the system messages.

• It allows the admin to manage the time period after which the system messages should hide automatically.

### 2. Payment Settings

- The admin should setup the payment methods in the store. It is recommended for the admin to keep at least one payment method active.
- To manage the payment methods, click on **settings**→ **payment methods** and admin can see a number of payment gateways integrated to the platform and the options to configure, activate and deactivate. Click on the edit option on the payment gateways to add valid account information.



≡					쯥	Ø	æ	۲	50	Ō
Manage Home /	Manage Payment Methods Home / Payment Methods									
O Payment M	lethods List									
		SR. NO	PAYMENT METHOD	STATUS	ACT	ION BUTT	DNS			
÷		1	Stripe (Stripe)							
÷		2	PayFort (PayFort)		••					
÷		3	Credit Card - Authorize Net (AIM) (authorizealm)							
÷		4	PayPal Payments Standard (PayPalPaymentsStandard)							
÷		5	Cash On Delivery (Cash On Delivery)							
÷		6	Paytm (Paytm)		••					
÷		7	PayU Money (PayU money (India))							
÷		8	PayU Biz (India) (PayU Biz (India))							

• Please click on the action button on the right side parallel to the payment gateway name and click on the **settings button**. The admin should add necessary account details such as secret key, account username etc. for the payment method which will be provided by the payment method portal itself. The user can user both sandbox or live account secret key in the store.

Payment Methods Settings		
Secret Key*	sk_test_ppMecZpKAcRbeELsM5n9clwg	
Publishable Key*	pk_test_N1tGuO0f1YMquzuEwYVBHqrA	
	SAVE CHANGES	



### 3. Currency Settings

• The admin should configure the currencies the admin wants to display on the front end.

O Currency Listing										
		SR. NO	CURRENCY	SYMBOL LEFT	SYMBOL RIGHT	STATUS	ACTION BUTTONS			
÷		1	United States Dollar (Default) (USD)	ŝ	-NA-					
÷		2	Indian Rupee (INR)	â, '	-NA-		•••			
÷		3	Canadian Dollar (CAD)	Cŝ	-NA-					
		4	Dominican Pesos (DOP)	ŝ	-NA-					

### 4. Meta Tags Listing

- The admin can find the Meta tags settings in → Settings → Miscellaneous Settings
   → Meta tag Listing.
- The admin should change the Meta tag as per the admin's store name so that the store name could be displayed in the tab name when the store link is open in a web browser.

Home / Meta Tags					
Default					
All Products	Manage Meta Tags				
Product Detail					
All Shops	<ul> <li>Meta Tags Listing</li> </ul>	O Meta Tags Listing			
Shop Detail					
Cms Page	IDENTIFIER	TITLE	ACTION BUTTONS		
All Brands	Yo!kart	yo!kart Multivendor Platform			
Brand Detail					
Category Detail	1			Showing 1 Entries	
Blog Page					
Blog Category					
Blog Post					
Advanced Setting					