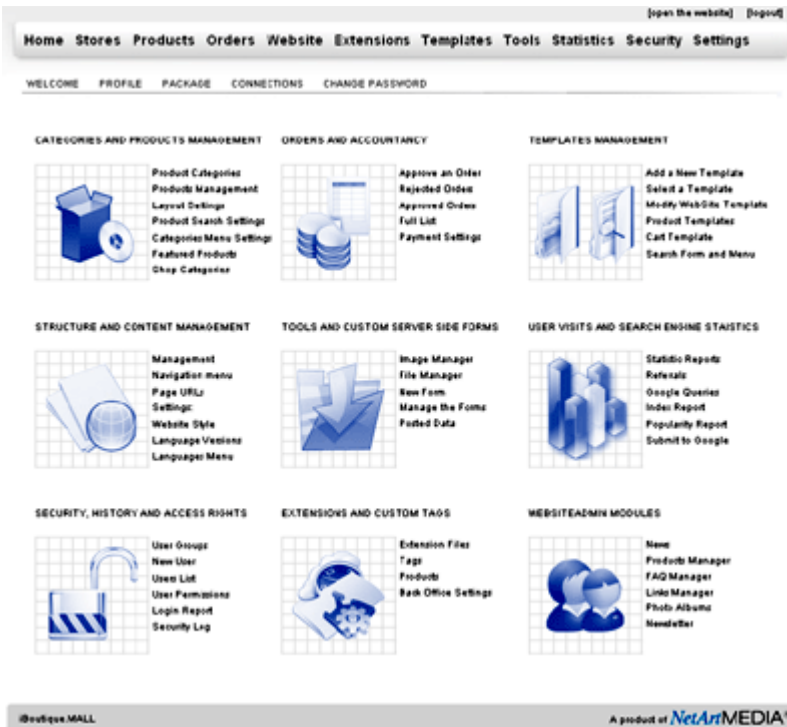


iBoutique.MALL Back Office Overview

Home -> Welcome



Home page of the back office. On this page, the administrator could find links to the internal pages of the back office application allowing him to handle the website.

The functionalities in the back office are divided in categories. The members of the Administrators group have access to all the categories and pages in them. The main administrator can create different back office groups with different permission sets associated with them and assign them to the different user stores packages. In such way, when a store administrator logs in to the back office, he will see the appropriate menus leading to the pages he is allowed to access. By default iBoutique.MALL comes with one back office group created by default "Basic" with permissions to access the important pages to administrate an user store. The administrator can alter the permissions for this groups as well as create other groups with different permissions and use them after that when he creates the store packages.

Home -> Profile

This page could be used by the store administrators to modify their personal information. The initial user information is recorded when the user signs up and creates his store from the Signup page on the front site.

Home -> Package

NAME	NUMBER OF ALLOWED PRODUCTS
<input checked="" type="radio"/> iB	1
PRICE FOR 1 MONTH(S): \$1.00 (paid per 1 month(s), average price per month: \$1.00)	
Payments by: Paypal, Cheque, Bank wire transfer iBavil	
<input type="radio"/> sample package	1
PRICE FOR 1 MONTH(S): \$5.00 (paid per 1 month(s), average price per month: \$5.00)	
Payments by: Paypal, Cheque, Bank wire transfer	
<input type="radio"/> iBavil	1000
PRICE FOR 1 MONTH(S): \$33.00 (paid per 1 month(s), average price per month: \$33.00)	

On this page the store administrator can see information for his current package and switch to another package if he wishes. A detailed overview of the store packages and how they could be used in practice can be found in the "Packages" doc file.

Home -> Connections

Home Stores Products Orders Website Extensions Templates Tools Statistics Security Settings

WELCOME PROFILE PACKAGE CONNECTIONS CHANGE PASSWORD

List of your connections

Page size: 20 1

IP	DATE
127.0.0.1	13/07 10:00AM
127.0.0.1	13/07 10:15AM
127.0.0.1	13/07 10:34AM

Unsuccessful logins

Page size: 20

IP	DATE
----	------

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The administrator could see on this page a report about the connections to the back office application. The unsuccessful logins are displayed in a separate table, for each record the administrator can see the IP address and the date and time of the login attempt.

Home -> Change Password

Home Stores Products Orders Website Extensions Templates Tools Statistics Security Settings

WELCOME PROFILE PACKAGE CONNECTIONS CHANGE PASSWORD

Change your password

Current password:

New password:

Confirm the new password:

Save

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From this page the administrator and the back office users can change the passwords they use to access their personal administration space. After the password is modified, the administrator will have to login again with his new username and password.

Stores -> Users

[open the website] [logout]

Home Stores Products Orders Website Extensions Templates Tools Statistics Security Settings

USERS PACKAGES PAYMENTS ADVERTISEMENTS

List of the users

Page size: 20 1

DELETE	MODIFY	USER	TYPE	PACKAGE	COMPANY	COUNTRY	EMAIL
<input type="checkbox"/>		test5	Basic	1		Belarus	
<input type="checkbox"/>		test7	Self	0	sdhddf	Barbados	
<input type="checkbox"/>		test6	Self	0			
<input type="checkbox"/>		test4	Self	0	sdhddf	Austria	
<input type="checkbox"/>		test3	Self	0		Argentina	

Delete

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The page provides functionality to the main administrator to monitor the users/stores and modify the information for them.

Stores -> Packages

[open the website] [logout]

Home Stores Products Orders Website Extensions Templates Tools Statistics Security Settings

USERS → PACKAGES PAYMENTS ADVERTISEMENTS

Add a new package

Name:

Description:

Number of allowed products:

Permissions: Basic

Price, ex. "14.99":
just 0.00 if free

Billed (Months): 1

Accept Paypal: YES

Accept Cheques: YES

Accept Bank Transfers: YES

Show Advertisements: YES

Add

The store packages provide functionality to define different permission sets for the back office resources as well as different number of allowed products that the store administrator can upload. This page should be used by the main administrator to manage the available store packages. A detailed overview of the store packages and how they could be used in practice can be found in the "Packages" doc file.

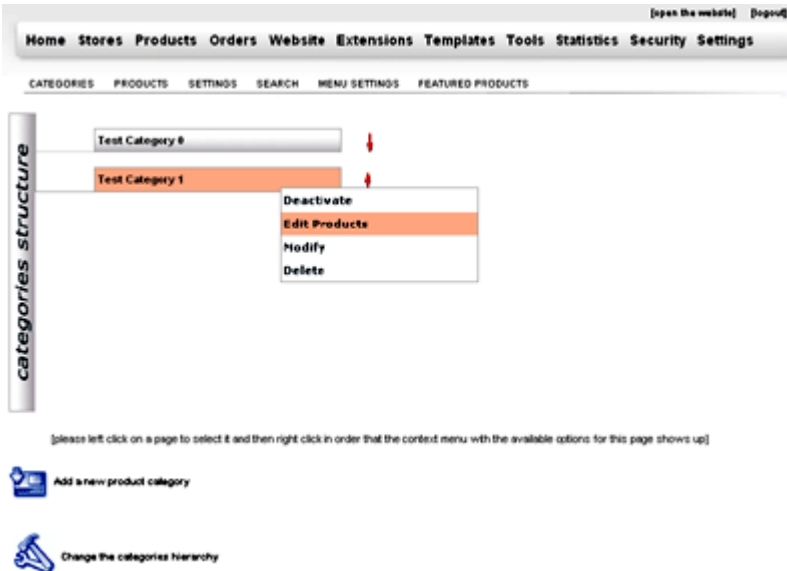
Stores -> Payments

On this page the main administrator can monitor the payments done by the store administrators for their stores hosting service. Please note that the payments done by cheques and bank wire should be manually validated. Detailed information can be found in the "Packages" doc file.

Stores -> Advertisements

The main administrator can put advertisements on the user stores. These advertisements can be displayed in 4 zones around the user website. On this page the administrator can manage the advertisements displayed in these 4 zones. Please note that there is a separate doc file describing this functionality - "Advertisements".

Products -> Categories



The page provides functionality for management of the product categories. iBoutique.MALL supports multilevel categories, on this page they are presented as a tree. Every item in the tree (category) can be selected with a left mouse click and then by clicking with the right mouse button the administrator can see a context menu with different options. Please look at the products management manual for more information about handling the product categories.

Products -> Products



The products page should be used to enter new products as well as to modify the existing ones. On this page the administrator can see the different categories and products structured as a tree showing their hierarchy. When clicking on a category name, one can see the available products in this category as well as add new products to the selected category. In order to directly edit the information for a selected product, the administrator has to click on his name - a new page having the current product information stored in editable fields will show up. Please refer to the products management manual for additional information.

Products -> Settings

Some general product layout settings can be modified from this page like for example the products shown per page and the categories menu type (standard or template based). Please refer to the Templates manual for more information about the template based menus.

Products -> Search

iBoutique.MALL offers the possibility for the administrator to define which of the basic product fields are searchable. Currently the fields in which the website visitors and clients could search are the product name, short and long descriptions. In order to deactivate for example the search in the product's long description the administrator needs to uncheck the correspondent check box.

Orders -> Approve

Home Stores Products Orders Website Extensions Templates Tools Statistics Security Settings

APPROVE REJECTED APPROVED FULL LIST PAYMENT SETTINGS INVOICES SETTINGS

Approve the latest orders

Page size: 10 1 Display Model: Frame

ID: 2	Date:	User: 123	Value: \$25536	Reject	Approve	Pro Formac
ID: 3	Date:	User: 123	Value: \$456	Reject	Approve	Pro Formac

Order Details

Name: super gl 123	Item ID: 34	Quantity: 56	Price: 456.00	Total: 25536
--------------------	-------------	--------------	---------------	--------------

User details

First Name: 123
 Last Name: 123
 Address 1: 123
 Address 2:
 ZIP: 123
 City: 123
 State:
 Country: Itz

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The page provides functionality for the administrator to approve orders. Please refer to the Orders manual in order to see the different order status and more information on the orders validation.

Orders -> Full List

Home Stores Products Orders Website Extensions Templates Tools Statistics Security Settings

APPROVE REJECTED APPROVED FULL LIST PAYMENT SETTINGS INVOICES SETTINGS

List of all orders made until July 31, 2006, 11:01 am

Page size: 20 1

DELETE	BUYER	ORDER	SHIPPING	USER	DATE	AMOUNT	ORDERS
<input type="checkbox"/>	☺	☺	☺	ulrest1	12/07 12:40AM	95.96	5
<input type="checkbox"/>	☺	☺	☺	123	23/04 07:54PM	1828.00	4
<input type="checkbox"/>	☺	☺	☺	123	23/04 07:10PM	456.00	3
<input type="checkbox"/>	☺	☺	☺	123	23/04 12:56PM	25536.00	2
<input type="checkbox"/>	☺	☺	☺	munj	21/04 12:46AM	249.00	1

Delete

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On the "Full List" page, the administrator can see all the orders placed on his website with detailed information for the items in this orders, billing and shipping information.

Orders -> Payment Settings


[open the website] [logout]

Home Stores Products Orders Website Extensions Templates Tools Statistics Security Settings

APPROVE REJECTED APPROVED FULL LIST → PAYMENT SETTINGS INVOICES SETTINGS


Accepted payment methods July 13, 2006, 11:01 am

PayPal




Account (email address):
test@paypal.com

2checkout




2checkout SID:
1111

Moneybookers




Account (email address):
moneybookers@netart

Cheques



adres za checkove

Bank wire transfer



bankova informacia

Save

iBoutique.MALL comes with several payment systems integrated by default. The file /extensions/order.php should be modified in order to add new payment systems. Please don't hesitate to contact us if you are interested in integrating an other payment solution.

Orders -> Invoice Settings

[open the website] [logout]

Home Stores Products Orders Website Extensions Templates Tools Statistics Security Settings

APPROVE REJECTED APPROVED FULL LIST PAYMENT SETTINGS → INVOICES SETTINGS

Manage the invoices settings

Invoice Start Number:

Invoice City:

Invoice Footer Information:

PLEASE NOTE:

1. All prices quoted herein are in US dollars

2. Prices quoted herein for goods are valid only for 7 days from this date.

Invoice Company Name & Address:

NETART MEDIA Ltd.

18, Ianko Sof. Vojvoda, 1164 Sofia, Bulgaria

Tei.

Bulstat: 131474403

Tax Number: 4220144033

Save

The page offers the possibility for the administrator to modify some general invoice settings such as the company name or the invoice footer information. The administrator can generate an invoice in . pdf format for a selected order by clicking on the pdf icon located on the corresponding order line.

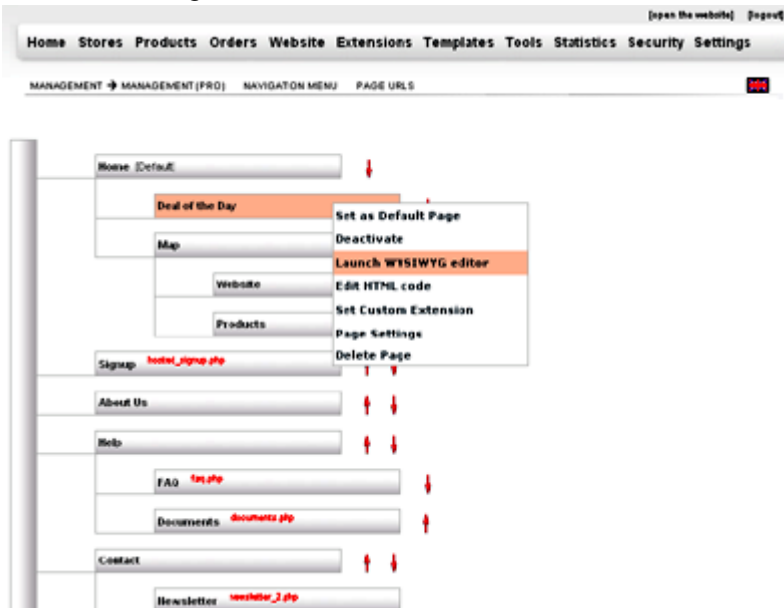
Website -> Management



iBoutique.MALL is powered by a limited in functionality version of WebSiteAdmin. The website -> management page is one of the websiteadmin structure and content management related pages providing the possibility to freely edit the website structure (add/remove pages) and content (using WYSIWYG editor or directly modifying the page html).

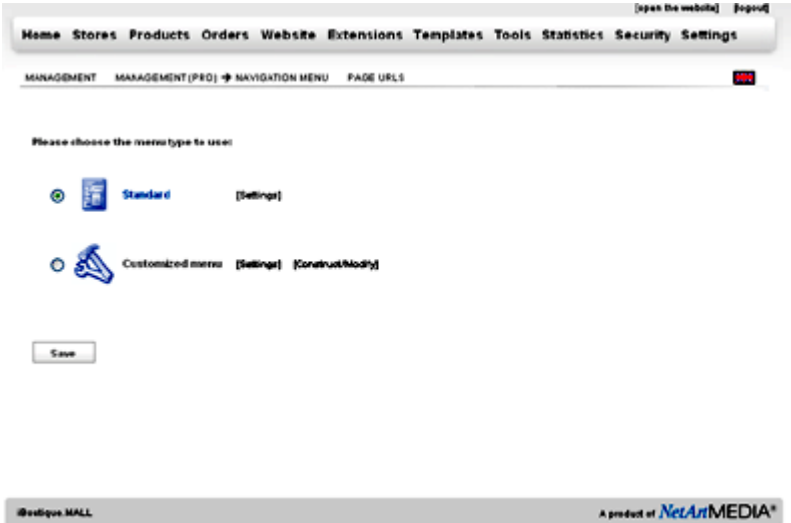
This page provides functionality to the store administrators to manage their websites structure with simple mouse drag-and-drop movements. For example to add a new page the administrator has to drag the icon for new page to the desired position.

Website -> Management Pro



The Management Pro is by default accessible only to the members of the Administrators group. It provides more functionalities for the website structure and content management compared to the basic drag-and-drop management page. In order to edit the settings of a page (such as its title, meta tags etc.) one should select the page appearing in the site structure tree with a left mouse click. After that one needs to click with the right mouse of the button and a new context menu will appear with multiple options.

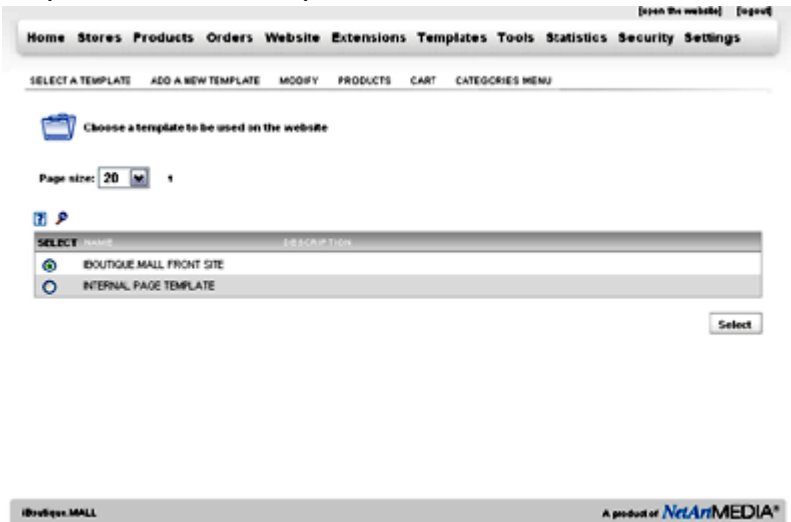
Website -> Navigation Menu



WebSiteAdmin offers flexible functionality for handling the main front site navigation menu. There are 2 main types of navigation menus in WebSiteAdmin:

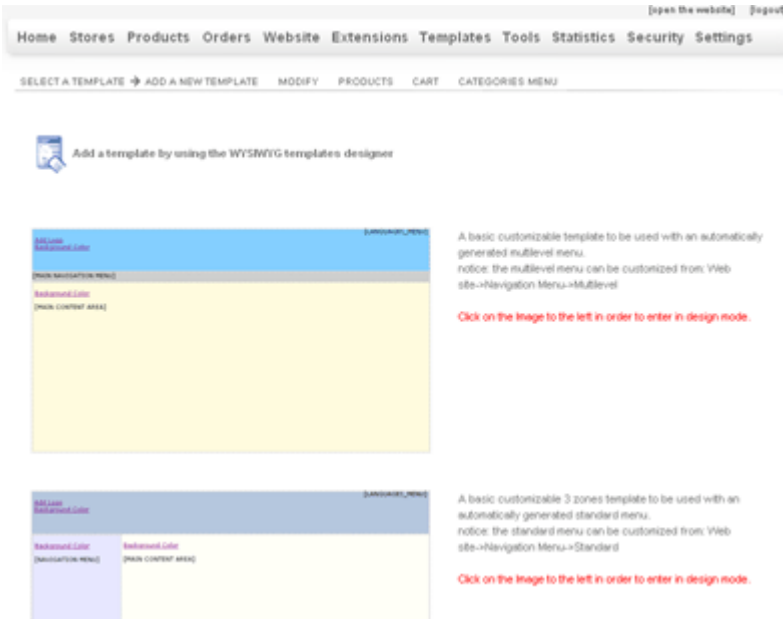
- Customized (it's possible with them to enter a template which will be used for every link or enter arbitrary html code or image which will be shown for the page's link)
- Standard (these menus are generated automatically according to the website structure defined by the administrator - they are multilevel and the administrator can fully customize their colors and appearance from the Settings link on this page)

Templates -> Select a Template



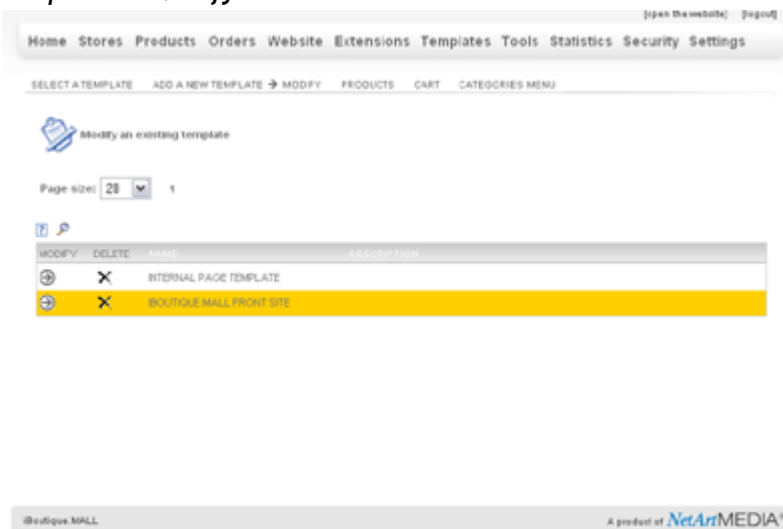
The page offers the possibility to the administrator to select a template which will be used for the front site between the currently available templates. Please note that in order to be able to select a template for a given website, the administrator needs to add first the template (if it doesn't still exist)

Templates -> Add a New Template



This page can be used to add new templates to the website. The administrator have a choice to choose between the option to add the template using the WYSIWYG templates editor (which produces simple template) or to directly paste the template html code.

Templates -> Modify



On this page the administrator can see the available templates and modify a selected template. In order to select a template for modification, the administrator should click on the Modify icon and then a new text area having the full template code will appear.

Extensions -> Extension Files

Extension Name	File Size	Creation Date
ADVANCED	[2KB]	November 05 2005 15:52:15.
ALBUM	[14KB]	October 05 2005 14:43:52.
ALBUMS	[0KB]	June 12 2005 11:30:10.
BASIC	[4KB]	November 05 2005 15:26:47.
BOTTOM_MENU	[1KB]	April 08 2006 12:31:17.
BROWSE_PRODUCTS_CATEGORIES	[2KB]	July 11 2006 21:48:48.
BROWSE_STORES	[1KB]	July 11 2006 21:48:25.
CART	[9KB]	July 12 2006 00:16:12.
CART2	[4KB]	April 22 2006 22:45:24.
CART_OLD	[2KB]	November 16 2005 13:30:39.
CHECKOUT	[9KB]	May 03 2006 16:05:06.
CREATE_STORE	[1KB]	July 11 2006 21:43:13.
DISTRIBUTED	[4KB]	December 09 2005 21:49:55.
DOCUMENTS	[1KB]	October 13 2005 19:44:38.
FAQ	[1KB]	July 16 2005 18:51:36.
FEATURED_PRODUCTS	[3KB]	May 01 2006 18:48:47.

The extensions and custom tags, provide an universal way to expand the WebSiteAdmin functionality. The so called extensions represent regular php files which output html code. So one could create a new extension just as writing a standard php file. In order to set this file to be executed on a selected page (and the correspondent content to be rendered) the administrator needs to go to Website->Management, then select a page with a left mouse click and then right click and a new context menu will appear having the different options.

Extensions -> Custom Tags

Add a new custom defined tag

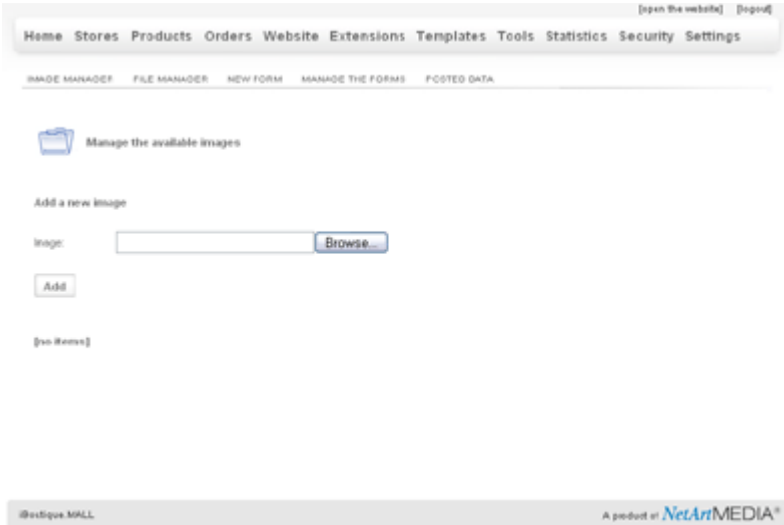
Tag name:

List of the custom defined tags

Tag Name	Code	File
PRODUCT_CATEGORIES	<vsa product_categories/>	product_categories.php
TIME	<vsa time/>	time.php
PRODUCT_SEARCH	<vsa product_search/>	product_search.php
NEWS	<vsa news/>	news_tag.php

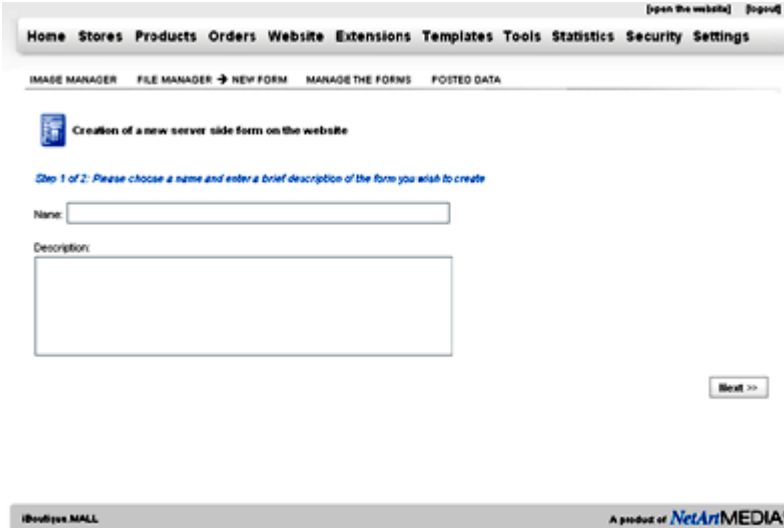
The difference between a custom tag and an extension is that a custom tag can be plugged in the template's code and then set some extension file to be executed for it. In such way, every time the system finds such a custom tag in the template's html, it will execute the extension file and replace the associated tag with html rendered by the extension file.

Tools -> Image Manager



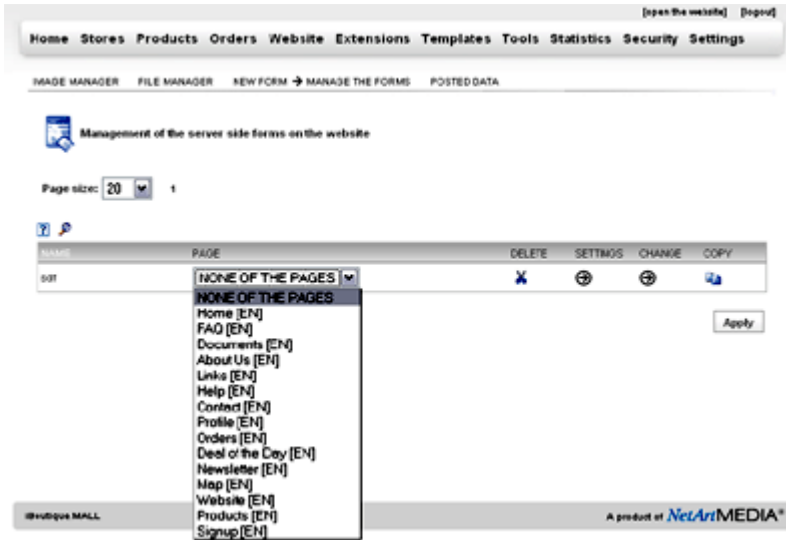
The image manager could be useful for quick review of the available images on the website (including these uploaded by the users for the car ads). The administrator is able to delete some of the images if he wishes.

Tools -> New Form



The custom server side forms functionality is a standard WebSiteAdmin feature allowing the administrator to create and publish on the front site forms (such as contact forms) with custom fields defined by the administrator. Adding a new custom server side form can be done on 2 steps - the first one is to enter the form name and a brief description and the second one is to add the form fields. For every field the administrator should specify its name, type, the text displayed near it, its size and if it's an obligatory field (available only for some of the fields) and the message which will show up if the user leaves empty an obligatory field.

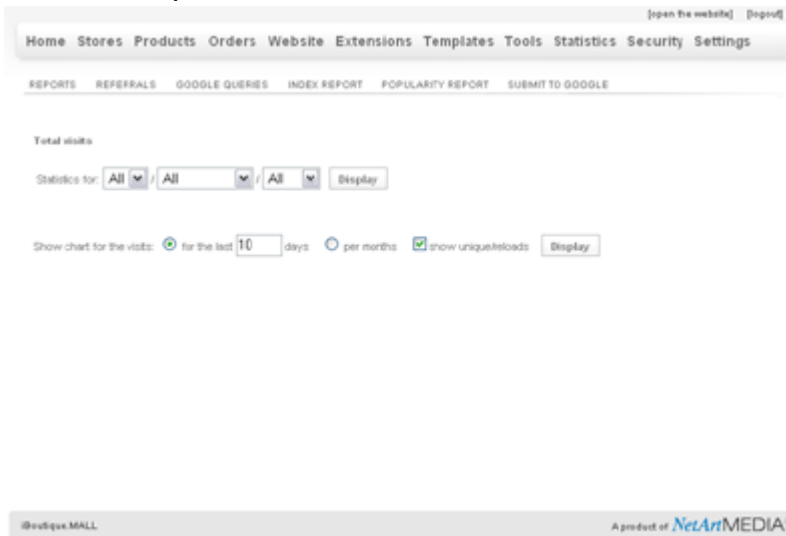
Tools -> Manage the Forms



This page provides functionality to manage the existing custom server side forms. One can assign a form on a page as well as modify the form settings - such as message that will be displayed to the user when he submits the form as well as the email to which the data will be sent and a few others.

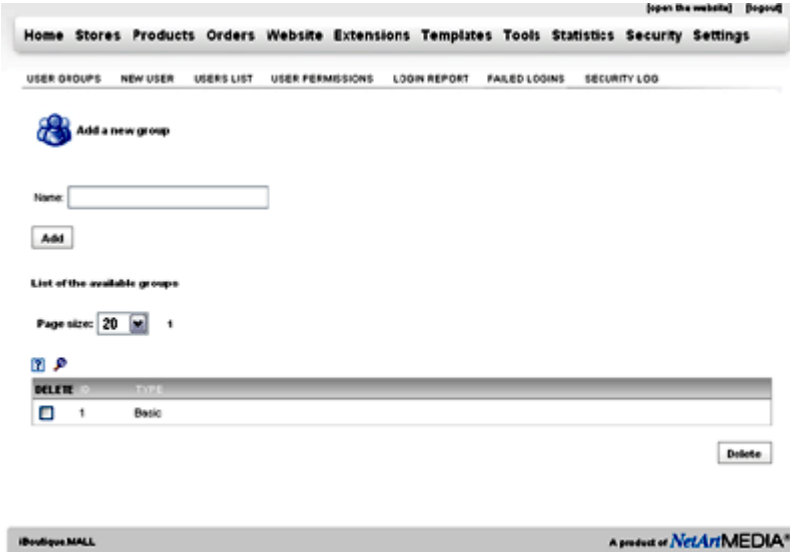
The "Posted Data" can be used to view the posted data by the users from the custom server side forms published on the website. Please note that if the administrator has defined also an email to which the posted data should be sent, it will be sent to the email and it will appear on this page.

Statistics -> Reports



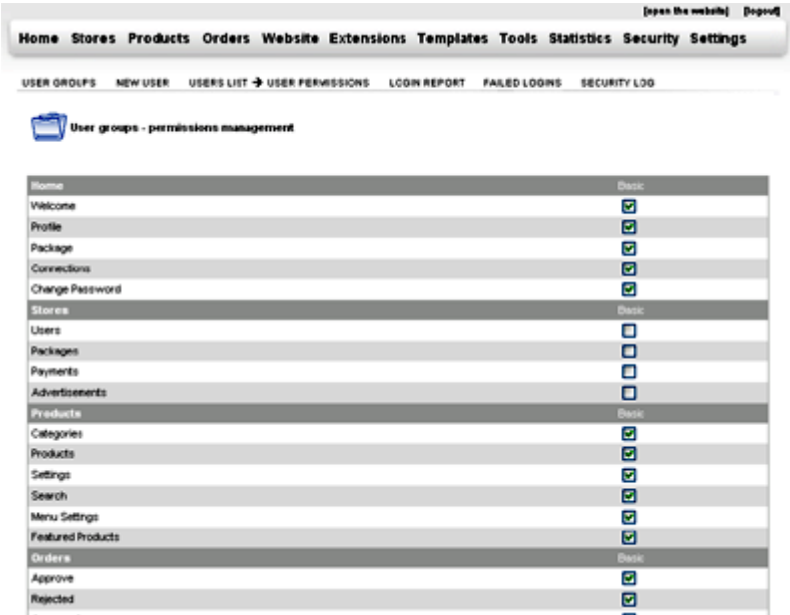
The administrator can see multiple statistics info from the pages from the Statistics category in the back office. He could also find pages allowing to check the Google registration status of the pages of the website as well as submit them in Google and a few other popular search engines.

Security -> User Groups



The office offers the possibility to create different back office user groups and users in them and assign different permissions to access the pages in the back office. These groups and the associated permission sets can be used after that when creating the store packages.

Security -> Permissions



The Security->Permissions can be used to modify the permissions for a selected user group. The main administrator has to check the checkboxes of the pages that the members from this group will be allowed to access.

Settings -> Language Versions

By default, the iBoutique.MALL solution is multilanguage and can support multiple languages. On this page the administrator can add a new language version or deactivate some of the current ones. Please note that when adding a new language version, one needs also to translate and add the corresponding language file for it.

Settings -> Languages Menu

If the website is multilanguage and a languages menu has to be displayed on the front site, this page can be used to customize this menu. The standard menu is composed by flags - one needs to click on the corresponding flag to switch between the different language versions. The customized menu offers the possibility to enter arbitrary code for every language menu item. So the administrator has in this way the possibility to enter other images or whatever html code (it can be for example the name of the language version etc.)

Settings -> Website Style

[open the website] [logout]

Home Stores Products Orders Website Extensions Templates Tools Statistics Security Settings

LANGUAGE VERSIONS LANGUAGE MENU WEBSITE STYLE BACK OFFICE SETTINGS

 Modify settings

Disable these styles:

Default Font:

Default Font Size:

Default Font Color:

Link color:

Visited Link Color:

Hover Link Color:

Header Font Color:

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From this page the administrator can change some general website style settings such as the default font color, the default links color etc. If the first field on this page "Disable these styles" is set to YES, the styles set on this page won't apply for the website.