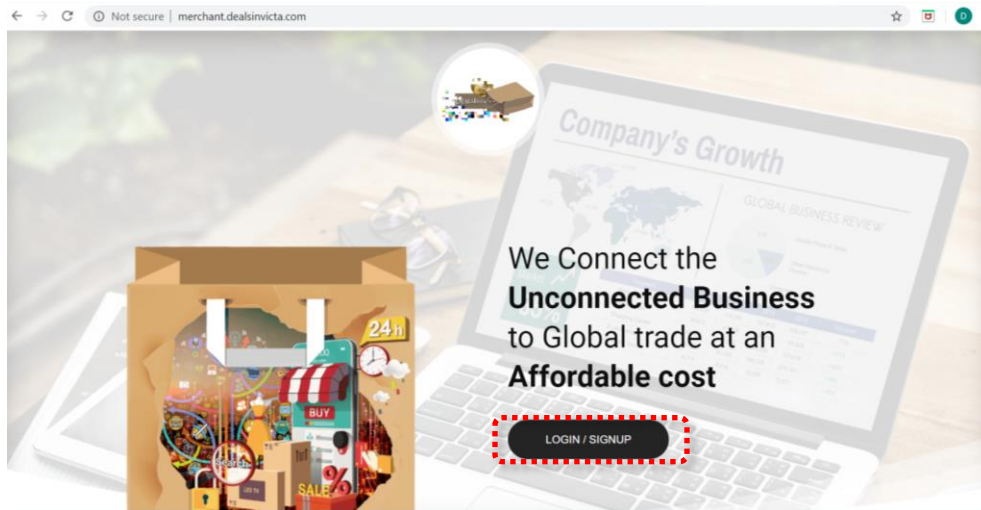


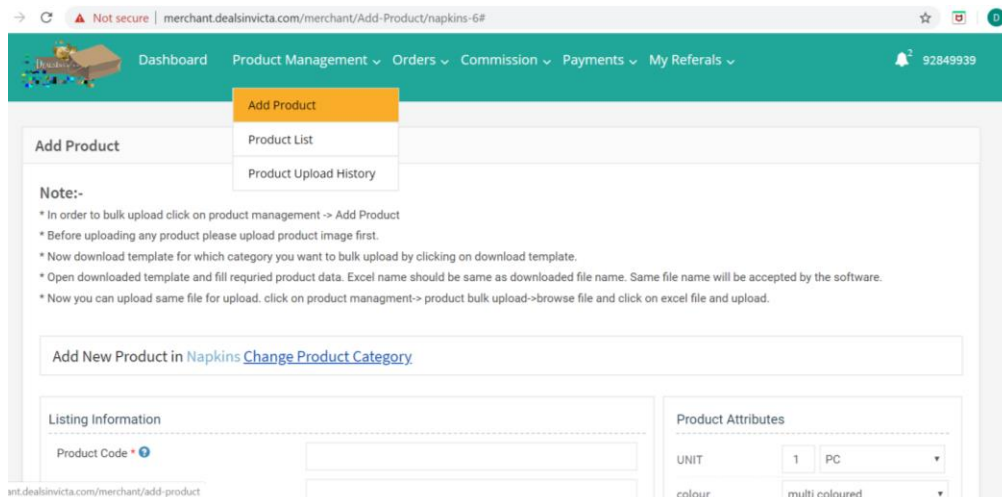
User manual

How to upload and activate deals on dealsinvicta.com

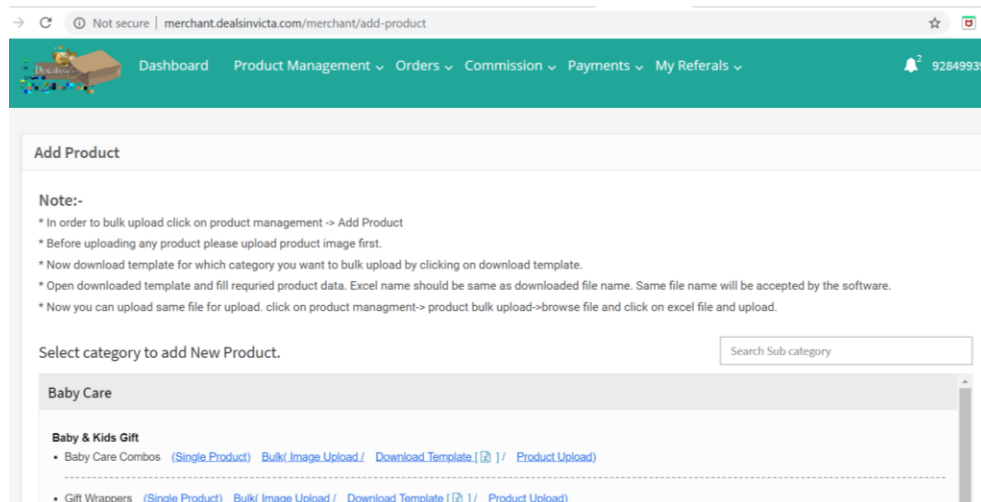
1. Log onto your dealsinvicta.com account via the link <http://merchant.dealsinvicta.com/>



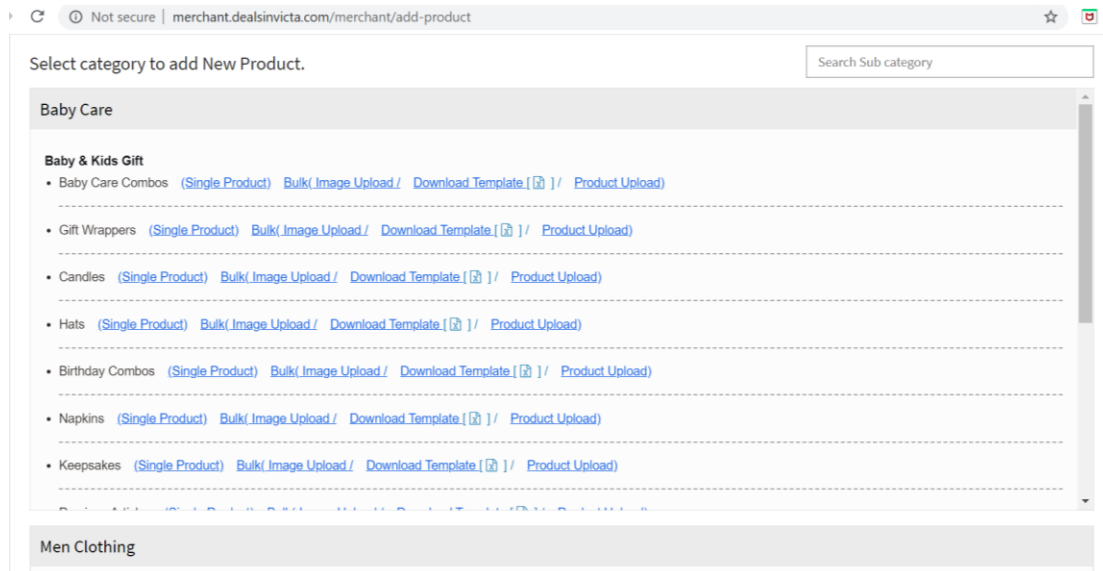
2. When you log on to the platform go to the 'Product management' menu and choose 'Add product'



3. A window is going to appear with all the categories and subcategories.



- Select the category and the subcategory of your product. When you finished your Listing (from the registration manual) the category and the subcategory are going to appear. If the correct category and the subcategory no not appear go back to the upper righthand side dropdown menu and correct your listings.



Creating a Single Product listing

When do you choose a ‘single product’? Choose a single product type if you sell only 1 type of product/service with little to no customization such as a travel tickets (vacations), a restaurant offer (coffee + muffin), a plain product (T-shirts).

*This is the window which opens when you choose ‘Single product’!

Add New Product in [Baby Care Combos](#) [Change Product Category](#)

Listing Information

Product Code *

Product Name *

MANUFACTURING DETAILS

Manufacturer Details

Importer Details

Packer Details

Price Details

MRP (Inclusive all Taxes) *

Discount % *

Product Attributes

UNIT

colour

Marketplace Charges

Admin Commission (%)

Handling Charge(€)

****Listing information** – fill in the ‘Product code’ (the article code in YOUR system/barcode of the product) and the ‘Product name’ (according to your system). This is going to enable you to track a record of the units sold according to the inventory system you use.

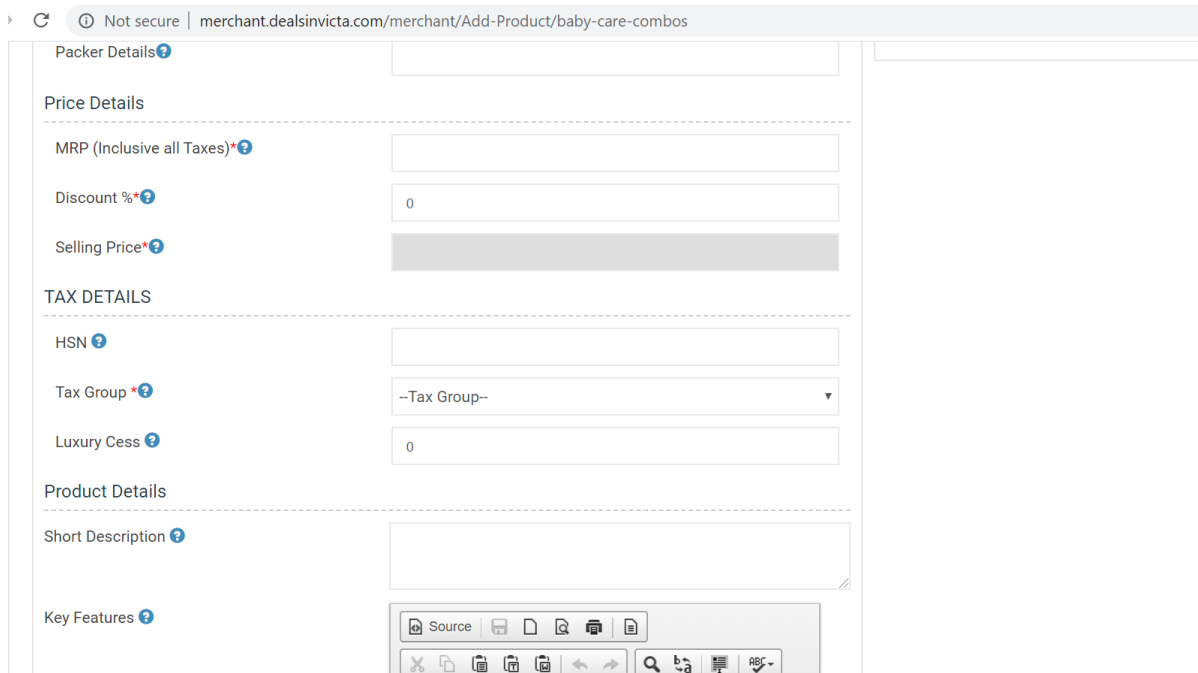
****Manufacturing Details** – fill in any information you have about the manufacturer, the importer and the packer of your product. Fill in if it is applicable. This section is not mandatory.

****Price details**

MRP (Maximum retail price) – the desired price of your product. This is the amount you charge for the purchase of your product in EURO.

Discount % - The discount % is used when you decide to do a promotion of your product in %. (See an example below)

Selling Price – It is calculated AUTHOMATICALLY! This is the selling price of your product when you have a discount. (See an example below)



The screenshot shows a web browser window with the URL `merchant.dealsinvicta.com/merchant/Add-Product/baby-care-combos`. The page contains several form sections:

- Packer Details**: A text input field.
- Price Details**:
 - MRP (Inclusive all Taxes)***: A text input field.
 - Discount %***: A text input field containing the value `0`.
 - Selling Price***: A text input field that is currently greyed out, indicating it is calculated automatically.
- TAX DETAILS**:
 - HSN**: A text input field.
 - Tax Group***: A dropdown menu currently showing `--Tax Group--`.
 - Luxury Cess**: A text input field containing the value `0`.
- Product Details**:
 - Short Description**: A large text area.
 - Key Features**: A text area.

Example

You have a product which is 10 euros. You decide to do a promotion for the month and set 10% discount. The selling price is going to be:

MRP – Discount % = Selling price

10 euros – 10% = 9 euros (calculated by the system)

Price Details

MRP (Inclusive all Taxes)* 10

Discount %* 10

Selling Price* 9

TAX DETAILS

HSN

Tax Group* --Tax Group--

Luxury Cess 0

Product Details

Short Description

Key Features

**Tax details

HSN (Harmonized System of Nomenclature) - Tax number applicable in your country (if available).

Tax group – choose the VAT % from the dropdown menu applicable for this product type in your country. For instance, the VAT % in UK is 20%.

Price Details

MRP (Inclusive all Taxes)*

Discount %*

Selling Price*

TAX DETAILS

HSN

Tax Group* --Tax Group--

Luxury Cess 0

Product Details

Short Description

Key Features

--Tax Group--

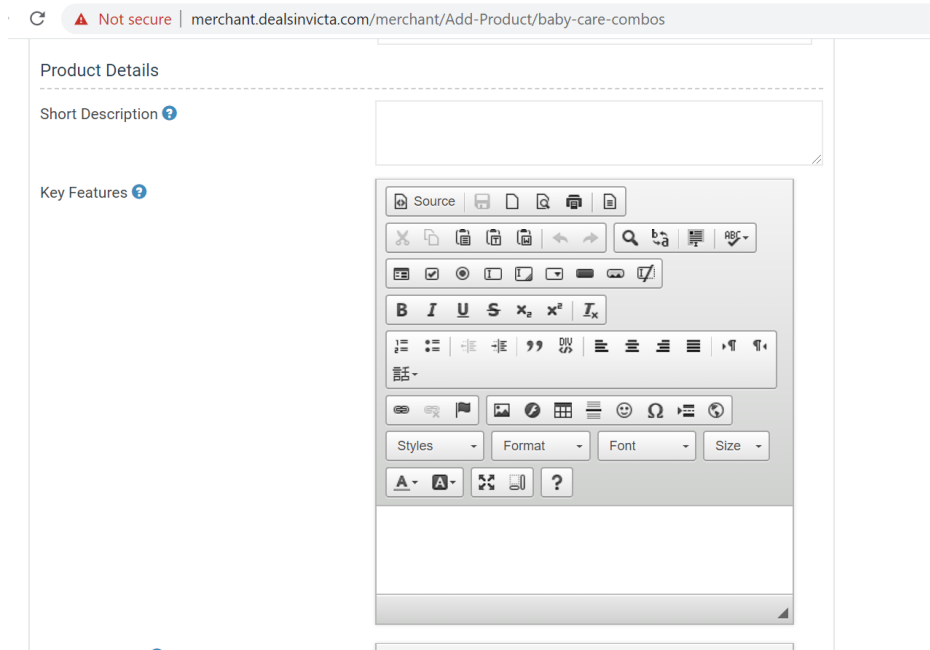
- VAT/TAX(0.00%)
- VAT/Tax(1.00%)
- VAT/TAX(2.00%)
- VAT/TAX(3.00%)
- VAT/TAX(4.00%)
- VAT/TAX(5.00%)
- VAT/TAX(6.00%)
- VAT/TAX(7.00%)
- VAT/TAX(8.00%)
- VAT/TAX(9.00%)
- VAT/TAX(10.00%)
- VAT/TAX(11.00%)
- VAT/TAX(12.00%)
- VAT/TAX(13.00%)
- VAT/TAX(14.00%)
- VAT/TAX(15.00%)
- VAT/TAX(16.00%)
- VAT/TAX(17.00%)
- VAT/TAX(18.00%)

Luxury cess – this is applicable in some countries as an additional tax (non-compulsory).

**Product details

Short description – this is the description of your product which the users are going to see on the platform. It plays a role of a contract between the seller and the purchaser. The described product must meet the actual product send to customers.

Key Features – Include key characteristics about your product (bull leather, 100% Egyptian cotton, etc.). This feature is recommended to be filled in.



**Inventory details

Fulfillment by - you can only select seller. If there is further elaboration you can include it in the 'product description'.

Procurement type – in-stock always. The same applies as fulfillment field. However, in some cases this may not match the actual situation. If you are an artist selling customized portraits, you must see the customer before you paint the portrait. If there is further elaboration you can include it in the 'product description'.

In stock – How many products/items you wish to sell on the platform

Select image – upload images of the products you wish to sell. The more images you upload the more success you are going to have in sales. PDF images cannot be uploaded.

**Packaging details

Fill in the weight, length, breadth, height of your product.

Shipping charges to buyer – fill in the charges the buyer need to pay when they buy your product. If the shipping is free for the buyer, do not fill in any number.

Cash on delivery – this key is automatically selected for you. However, if you would like the purchaser to pay for the product by e-wallets you need to untick this box as shown below!

The image shows two side-by-side screenshots of the 'Add-Product' form on merchant.dealsinvicta.com. Both screenshots show the 'Packaging Details' section with fields for Weight(Kg), Length(cms), Breadth(cms), and Height(cms), all set to 0. The 'Shipping Charges to Buyer' field is also set to 0. The 'Cash On Delivery' checkbox is highlighted with a red box. In the left screenshot, the checkbox is checked, while in the right screenshot, it is unchecked. Below the form are 'Save to Draft' and 'Send to QC' buttons.

Then you have to go back to the top of the page and fill in the 'Product Attributes'

The image shows a screenshot of the 'Add New Product' form on merchant.dealsinvicta.com. The form is titled 'Add New Product in Baby Care Combos Change Product Category'. It is divided into several sections: 'Listing Information' (Product Code, Product Name), 'MANUFACTURING DETAILS' (Manufacturer, Importer, Packer), and 'Price Details' (MRP). The 'Product Attributes' section is highlighted with a red box and contains 'UNIT' (set to 1) and 'colour' (set to --Select--). The 'Marketplace Charges' section shows 'Admin Commission (%)' at 8 and 'Handling Charge(€)' at 0.00. A note at the top states: '* Now you can upload same file for upload. click on product management-> product bulk upload->browse file and click on excel file and upload.'

Select the unit – kg, pc, l, etc. and the color of your product. Additional attributes such as size (XS, S, M, L, XL, XXL) may apply.

Then go back to the bottom of the page and select 'Save as draft' (when you do not wish to post your product) or select 'Send to QC' (for posting your product on dealsinvicta.com).

Not secure | merchant.dealsinvicta.com/merchant/Add-Product/baby-care-combos

In Stock

Select Image(s):* No file chosen

Packaging Details

(Dealsinvicta Shipping support only one package per item)

Weight(Kg) ?	<input type="text" value="0"/>
Length(cms) ?	<input type="text" value="0"/>
Breadth(cms) ?	<input type="text" value="0"/>
Height(cms) ?	<input type="text" value="0"/>
Shipping Charges to Buyer ?	<input type="text" value="0"/>
Cash On Delivery ?	<input type="checkbox"/>

Not secure | merchant.dealsinvicta.com/merchant/Add-Product

In Stock

Enter Stock Count

Select Image(s):* rBvaEVnoD...U717.jpg

Packaging Details

(Dealsinvicta Shipping support only one package per item)

Weight(Kg) ?	<input type="text" value="0.3"/>
Length(cms) ?	<input type="text" value="30"/>
Breadth(cms) ?	<input type="text" value="30"/>
Height(cms) ?	<input type="text" value="30"/>
Shipping Charges to Buyer ?	<input type="text" value="2"/>
Cash On Delivery ?	<input type="checkbox"/>

Success

Send to QC Successfully.

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You are not going to be able to see your product listed in the Product management – Products listed menu immediately. You are going to be able to see it in the Product management – Product upload history.

Product upload History

Single Listing Bulk Listing Image upload History

Filter By Status Search Category Search Product Name Search Product Code Search Reset

S.No.	View	Image	Product Name	Category	Product code	Created on	Last Processed on	Status	Remarks	Preview	Action
1			baby nappies	Baby Care Combos	38010080090	05-May-2020	05-May-2020	QC Verified		No Preview	Not Allowed
2			Baby nappies	Baby Care Combos	380100800900	05-May-2020	05-May-2020	QC InProgress			Not Allowed
3			Baby nappies	Baby Care Combos	38011080090	05-May-2020	05-May-2020	Draft			

« 1 »

The product is going to appear in the Product listing when the QC approves your product. This is the window which is going to appear.

In order to check if you have successfully managed to upload a product go to 'Product management' menu and select 'Product listing' option.

← → ↻ Not secure | merchant.dealsinvicta.com/merchant/AllProductlist

Dashboard Product Management Orders Commission Payments My Referrals 92849939

Add Product
Product List
Product Upload History

-Select status- From Date To Date Product Name..... -Filter By Stock - Search Reset

Product Details	Units in Stock	Selling Price	Actions
baby nappies ✔ Product Code 38010080090 Sub Category Baby Care Combos (Baby Care)	Ready Stock In (Qty) 20 Stock Out (Qty) 0 Stock Available (Qty) 20	Sell MRP (€) 10.00 Discount (%) 10.00 Selling Price (€) 8.00	

« 1 »
Page 1 of 1 (1 Items)

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You need to **activate** the product in order to be visible on the platform. Activate the product from this window by clicking on the rectangle on the left-hand side AS Well as to click on the rectangle on the ribbon above, as shown below.

Not secure | merchant.dealsinvicta.com/merchant/AllProductlist

Dashboard Product Management Orders Commission Payments My Referrals 92849939

Product List

-Select status- From Date To Date Product Name..... -Filter By Stock -- Search Reset

<input checked="" type="checkbox"/>	Active Inactive	Product Details	Units in Stock	Selling Price	Actions
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	 baby nappies + Product Code 38010080090 Sub Category Baby Care Combos (Baby Care)	Ready Stock In (Qty) 70 Stock Out (Qty) 0 Stock Available (Qty) 70	Sell MRP (€) 10.00 Discount (%) 10.00 Selling Price (€) 8.00	

« 1 »
Page 1 of 1 (1 Items)

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When both rectangles are clicked then go to the Active button and click.

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Dashboard Product Management Orders Commission Payments My Referrals 92849939

Product List

-Select status- From Date To Date Product Name..... -Filter By Stock -- Search Reset

<input checked="" type="checkbox"/>	Active Inactive	Product Details	Units in Stock	Selling Price	Actions
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	 baby nappies + Product Code 38010080090 Sub Category Baby Care Combos (Baby Care)	Ready Stock In (Qty) 70 Stock Out (Qty) 0 Stock Available (Qty) 70	Sell MRP (€) 10.00 Discount (%) 10.00 Selling Price (€) 8.00	

« 1 »
Page 1 of 1 (1 Items)

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When activated the status of the deal is going to change as well.

Not secure | merchant.dealsinvicta.com/merchant/AllProductlist

Dashboard Product Management Orders Commission Payments My Referrals 92849939

Product List

-Select status- From Date To Date Product Name..... -Filter By Stock -- Search Reset

<input type="checkbox"/>	Active Inactive	Product Details	Units in Stock	Selling Price	Actions
<input type="checkbox"/>	<input checked="" type="checkbox"/>	 baby nappies + Product Code 38010080090 Sub Category Baby Care Combos (Baby Care)	Active Stock In (Qty) 70 Stock Out (Qty) 0 Stock Available (Qty) 70	Sell MRP (€) 10.00 Discount (%) 10.00 Selling Price (€) 8.00	

« 1 »
Page 1 of 1 (1 Items)

This is the deal on the dealsinvicta.com platform when it is converted to 'Active'.

The screenshot shows a web browser at the URL `dealsinvicta.com/shop/baby-care-1`. The page features a yellow header with a search bar containing the text "What are you looking for?". To the right of the search bar are links for "MY ACCOUNT" and a shopping cart icon. Below the header, the breadcrumb "Home > Baby Care" is visible. On the left side, there is a sidebar with filters: "BABY CARE", "Baby & Kids Gift", "Baby Care Combos", "Price€" (with two input fields containing the number "8" and a "GO" button), and "Discount%" (with radio button options for "0-10", "10-20", "20-30", "30-40", and "40-100"). The main content area shows a search result for "baby care" with a "Sort by" dropdown. A product card for "Baby Nappies" is displayed, featuring a grid of nappy images, a "10% OFF" badge, the price "€9 €4.0", and an "ADD" button. At the bottom of the product grid, it says "1 out of 1 items" and "No More Products".

The product is going to appear in the recently uploaded deals at the bottom of dealsinvicta.com.

The screenshot shows the bottom of the dealsinvicta.com website. The browser address bar shows `dealsinvicta.com`. Below a green banner, there is a section titled "RECENTLY VIEWED". This section contains a product card for "Baby Nappies" with a "10.00% OFF" badge, a grid of nappy images, and the price "€8 €4.0". At the bottom of the page, there is a grey bar with the text "COMPANY MATERIALS" and a green circular button with an upward-pointing arrow.