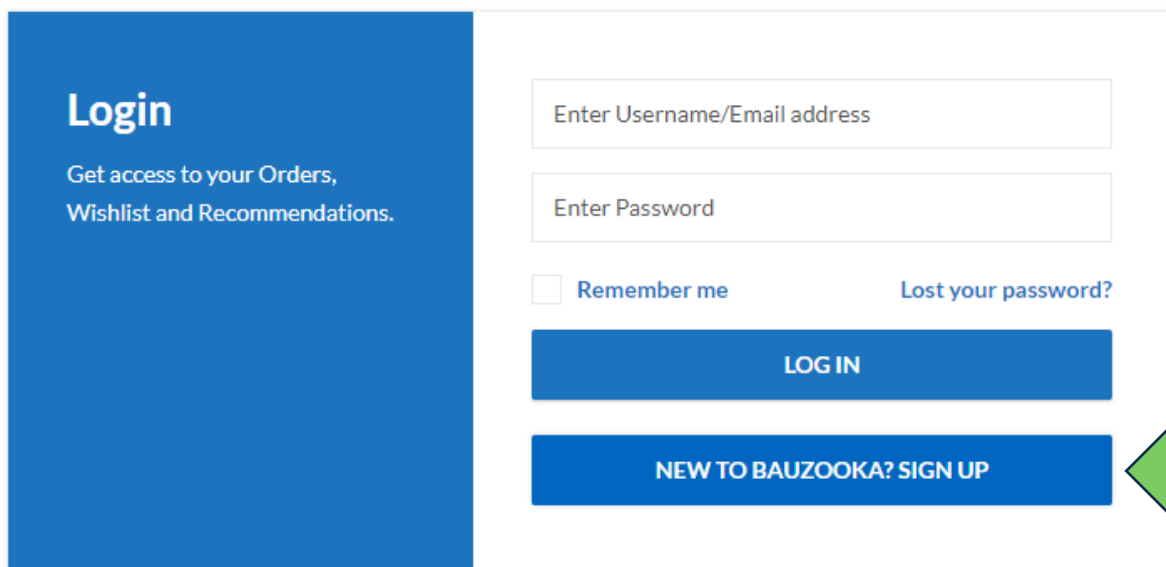




## BECOME A VENDOR REGISTRATION PROCESS MANUAL

**Step 1** - Visit the login button or given link below

<https://www.bauzooka.com/my-account/>

A screenshot of the Bauzooka login page. On the left, a blue sidebar contains the text "Login" and "Get access to your Orders, Wishlist and Recommendations." The main content area has two input fields: "Enter Username/Email address" and "Enter Password". Below these is a checkbox for "Remember me" and a link for "Lost your password?". At the bottom are two blue buttons: "LOG IN" and "NEW TO BAUZOOKA? SIGN UP". A green arrow points to the "SIGN UP" button.

**Login**  
Get access to your Orders,  
Wishlist and Recommendations.

Enter Username/Email address

Enter Password

Remember me      [Lost your password?](#)

LOG IN

NEW TO BAUZOOKA? SIGN UP

**Step 2**- Click on I am a Vendor and fill your details

## Signup

Your personal data will be used to support your experience throughout this website, to manage access to your account, and for other purposes described in our privacy policy.

I am a customer

I am a vendor



REGISTER

EXISTING USER? LOG IN

I have read and agree to the [Terms & Conditions](#). Check the box and then click the **Register** Button

**Step 3-** Verify the Account through mail which is received in your register mail id (in case you have not shown your inbox you can check on your spam box )

Once your account is verified you can access your account dashboard

**Step 4-** You can access the dashboard and you have seen the multiple of related to your shop in which you can [add your products](#), can [add your coupon](#), [Reviews](#), [Order and account details](#) Etc.

# Dashboard

Home > Dashboard

- [Dashboard](#)
- [Products](#)
- [Orders](#)
- [Coupons](#)
- [Reports](#)
- [Reviews](#)
- [Withdraw](#)
- [Return Request](#)
- [Announcements](#)
- [Tools](#)

20% Profile complete.

Add Banner to gain 15% progress

Sales	₹0.00
Earning	₹0.00
Pageview	0
Order	

#### SALES THIS MONTH

1

- Sales total
- Number of orders

**Step 5- Product listing:** - you can add products one by one or bulk import format as already given.

- [Dashboard](#)
- [Products](#)
- [Orders](#)
- [Coupons](#)
- [Reports](#)
- [Reviews](#)
- [Withdraw](#)
- [Return Request](#)
- [Announcements](#)
- [Tools](#)

All (1) | Pending Review (1) | In stock (1)

ADD NEW PRODUCT
IMPORT
EXPORT

All dates | - Select a category - | Product type

Search Products SEARCH

**FILTER**

Bulk Actions APPLY

<input type="checkbox"/>	IMAGE	NAME	STATUS	SKU	STOCK	PRICE	EARNING	TYPE	VIEWS	DATE
<input type="checkbox"/>		test	Pending Review	-	In stock	₹100.00	₹80.00	☰	0	January 2, 2023 Last Modified

For bulk import Click on the import button.

Download the sample as given and fill the details of products as per format and choose file and press **CONTINUE**

Once you upload the product you can update the product image, stocks, and any other details on clicking the edit button.

You can edit your products once the admin approved your list.

Fill the details as you have required and save the file.

Approved the admin and your products is visible on our website

IMAGE	NAME	STATUS	SKU	STOCK	PRICE	EARNING	TYPE	VIEWS	DATE
	test	Pending Review	-	In stock	₹100.00 ₹80.00	₹80.00		0	January 2, 2023 Last Modified

- Dashboard
- Products**
- Orders
- Coupons
- Reports
- Reviews
- Withdraw
- Return Request
- Announcements
- Tools
- Settings

## Edit Product Pending Review

Title  
test

Permalink: <https://www.bauzooka.com/shop/electronics/mobile-accessories/phone-accessories/test/>

**EDIT**

Product Type  
Simple

Downloadable  Virtual

Price (You Earn: ₹ 80) Discounted Price Schedule  
₹ 100 ₹ 80

Category  
Electronics > Mobile Accessories > Phone Accessories

Tags  
Select product tags

Short Description  
gjkxkfgjhdgig

Description

**Inventory** *Manage inventory for this product.*  
SKU (Stock Keeping Unit) Stock Status  
 In Stock  
 Enable product stock management  
 Allow only one quantity of this product to be bought in a single order


**SEO** *Manage SEO for this product*  
Snippet Preview  
[test - Bauzooka](https://www.bauzooka.com/?post_type=product&p=134192)  
[https://www.bauzooka.com/?post\\_type=product&p=134192](https://www.bauzooka.com/?post_type=product&p=134192)  
**EDIT SNIPPET**  
Focus keyword

**Shipping and Tax** *Manage shipping and tax for this product*  
 This product requires shipping  
weight (kg)  length (cm)  width (cm)  height (cm)  
Shipping Class  
 No shipping class (₹0)  
Shipping classes are used by certain shipping methods to group similar products. Before adding a product, please configure the shipping settings  
Tax Status Tax Class  
 Taxable  Standard

**Linked Products** *Set your linked products for upsell and cross-sells*  
Upsells Cross-sells  
 Search for a product...  Search for a product...

**Attribute** *Manage attributes for this simple product.*  
 Custom Attribute ADD ATTRIBUTE SAVE ATTRIBUTE





Once the product details fill you can click on the save product button as shown in bottom.

For Bulk product editing you can download the export the file and update the sheet then import the file in CSV CONTINUE and same the file

