

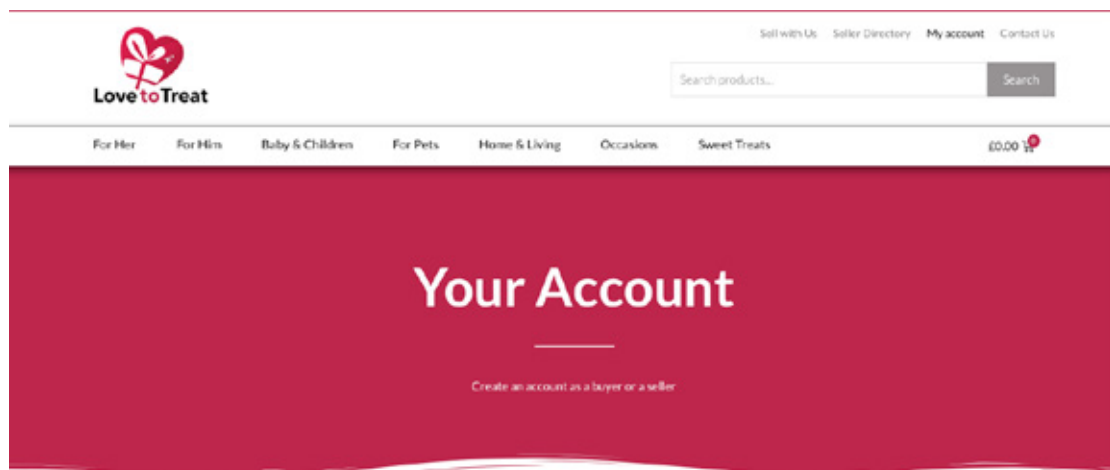


Love to Treat

Seller Guide

1. Register

Visit: <https://lovetotreat.co.uk/my-account/>



Login

Username or email address *

Password *

Remember me

[Lost your password?](#)

Register

Username *

Email address *

Password *

I am a customer

I am a vendor

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](#).

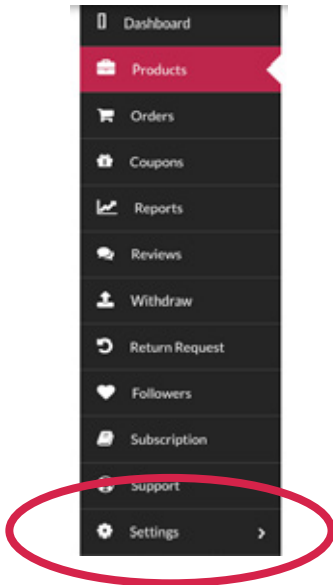
Choose: I am a vendor

Once registered, we will verify you and email you. You can then begin build your shop and add products

2. Add your Shop Details

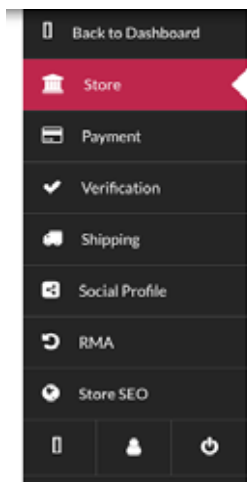
Visit: <https://lovetotreat.co.uk/my-account/>

Choose settings



In the 'Settings' area you can

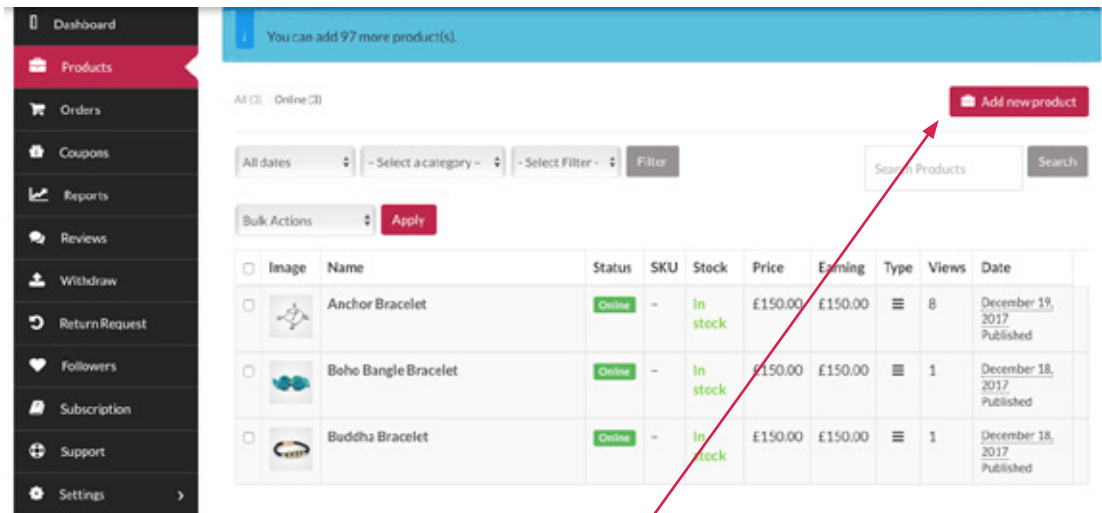
- add your shop details and profile
- add you logo
- shop picture
- add your social links and manage your SEO
- Set your returns policy



It is best to set this up before you begin adding products as your Returns Policy (RMA) will apply to all of your products unless you specify a different policy within an individual product.

3. Add a Product

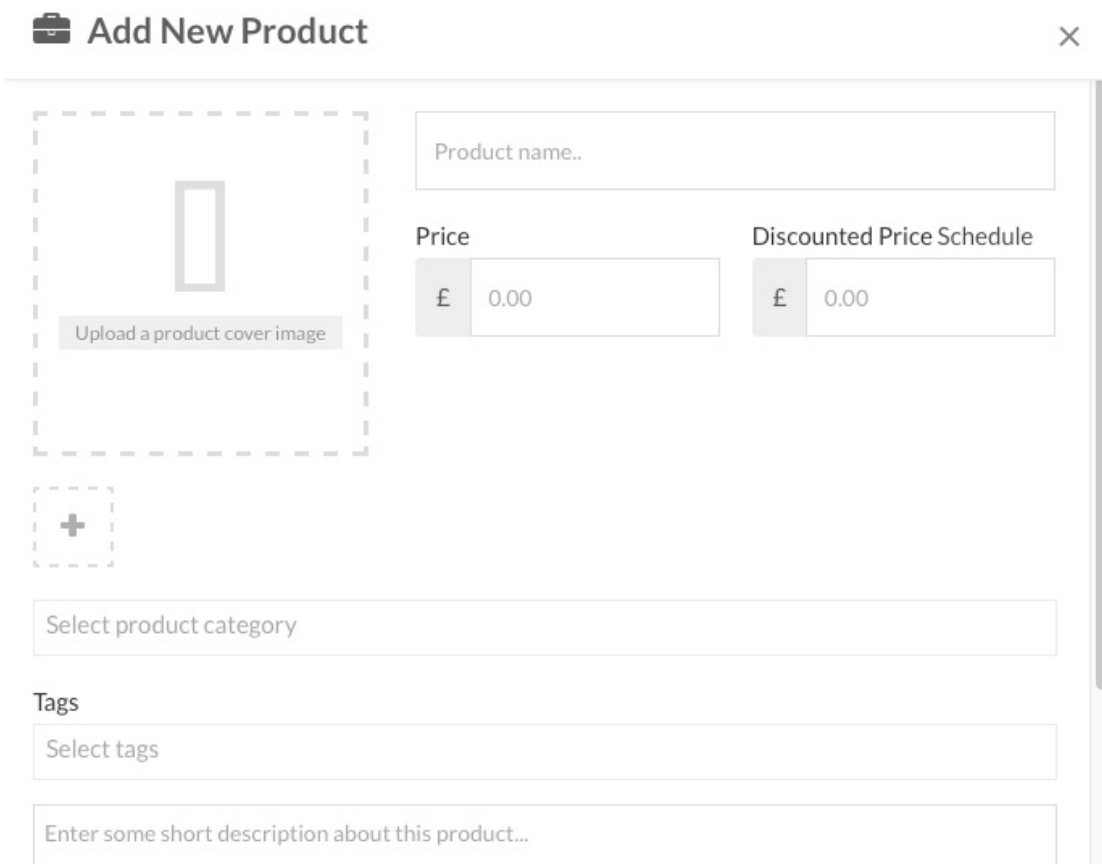
Login to your account and choose the products tab



The screenshot shows a dashboard with a sidebar on the left containing menu items: Dashboard, Products, Orders, Coupons, Reports, Reviews, Withdraw, Return Request, Followers, Subscription, Support, and Settings. The main content area has a blue header with the text "You can add 97 more product(s)". Below this is a filter section with "All dates", "- Select a category -", "- Select Filter -", and a "Filter" button. There is also a "Search Products" input field and a "Search" button. A "Bulk Actions" dropdown menu is set to "Apply". A table lists three products: "Anchor Bracelet", "Boho Bangle Bracelet", and "Buddha Bracelet". Each product row has a checkbox, an image, a name, a status (Online), SKU, Stock (In stock), Price (£150.00), Earning (£150.00), Type, Views, and Date. A red arrow points from a red callout box below to the "Add new product" button in the top right corner.

Add a Product

Add the basic details and click Create Product



The screenshot shows the "Add New Product" form. It has a title "Add New Product" and a close button (X). The form includes a dashed box for "Upload a product cover image" with a plus sign below it. There are input fields for "Product name..", "Price" (with a currency symbol £ and value 0.00), and "Discounted Price Schedule" (with a currency symbol £ and value 0.00). Below these are a "Select product category" dropdown, a "Tags" section with a "Select tags" input, and a text area for "Enter some short description about this product...".

Create Product

Create product

Create & add new

Your product will appear in your product list as pending

The screenshot shows a dashboard with a sidebar on the left containing navigation options: Dashboard, Products, Orders, Coupons, Reports, Reviews, Withdraw, Return Request, Followers, Subscription, Support, and Settings. The main content area displays a table of products. The first product, 'Test', is highlighted in red and has a 'Pending Review' status. Below the product name, there are links for 'Edit', 'Delete Permanently', 'Quick Edit', and 'Duplicate'. A red arrow points to the 'Edit' link. Other products listed include 'Anchor Bracelet', 'Boho Bangle Bracelet', and 'Buddha Bracelet', all with 'Online' status.

Image	Name	Status	SKU	Stock	Price	Earning	Type	Views	Date
	Test	Pending Review	-	In stock	£10.00	£10.00		0	February 26, 2023 Last Modified
	Anchor Bracelet	Online	-	In stock	£150.00	£150.00		8	December 19, 2017 Published
	Boho Bangle Bracelet	Online	-	In stock	£150.00	£150.00		1	December 18, 2017 Published
	Buddha Bracelet	Online	-	In stock	£150.00	£150.00		1	December 18, 2017 Published

Click Edit to add more product information

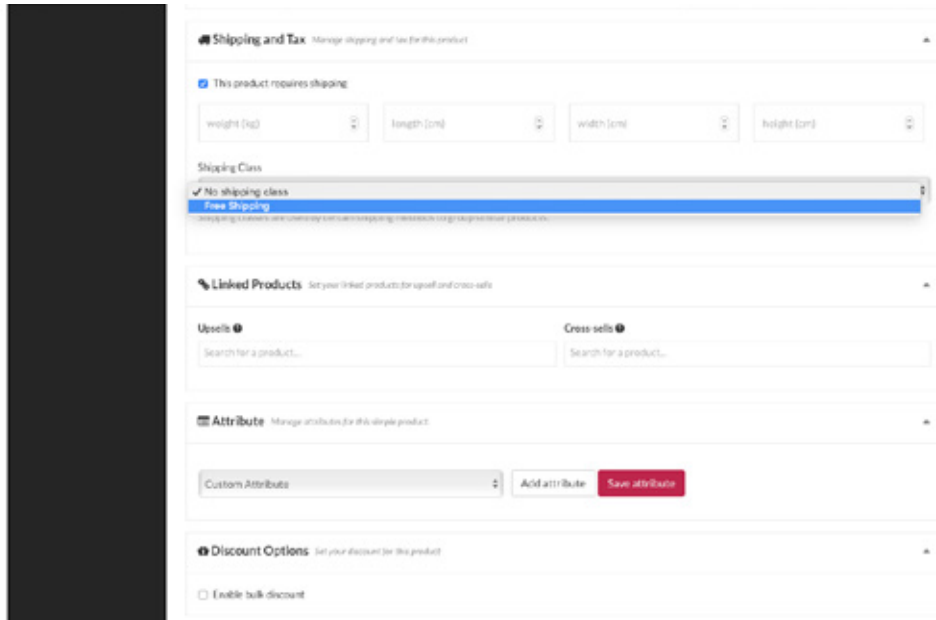
Add the:

- short description (this appears next to the product)
 - main description (this appears underneath the product)
 - SKU (This is a stock number and is optional)
- To add stock level, tick 'Enable product Stock Management' and complete the details)

The screenshot shows the 'Settings' page for a product. It features a 'Short Description' field with a rich text editor, a 'Description' field with a rich text editor, and an 'Inventory' section. The 'Inventory' section includes a 'SKU (Stock Keeping Unit)' field, a 'Stock Status' dropdown menu set to 'In Stock', and two checkboxes: 'Enable product stock management' and 'Allow only one quantity of this product to be bought in a single order'.

Add the:

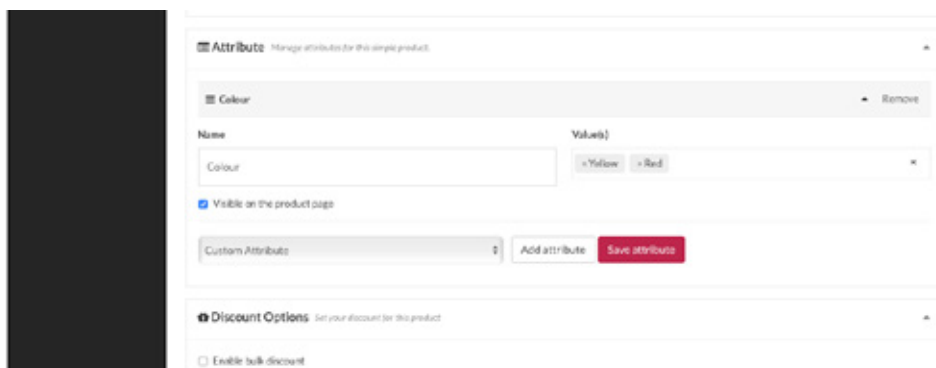
- Choose Shipping Class - Select FREE SHIPPING
- Add any of your products which are linked to the product (Begin typing the product name to see the options)
- Add any of your product which you could cross sell (Begin typing the product name to see the options)



The screenshot shows the 'Shipping and Tax' settings panel. It includes a checkbox for 'This product requires shipping', input fields for weight, length, width, and height, a 'Shipping Class' dropdown menu with 'Free Shipping' selected, 'Linked Products' search fields for 'Upsells' and 'Cross-sells', an 'Attribute' section with 'Add attribute' and 'Save attribute' buttons, and a 'Discount Options' section with an 'Enable bulk discount' checkbox.

Add variations of the product eg: colour:

1. Click 'Add attribute'
2. Give the attribute a name, eg: 'Colour'
3. Add values, eg: 'Yellow', 'Red' - Use the '|' key after each one you add



The screenshot shows the 'Attribute' settings panel. It features a 'Colour' attribute name, a 'Values' dropdown menu containing 'Yellow' and 'Red', a 'Visible on the product page' checkbox, and 'Add attribute' and 'Save attribute' buttons. Below it is the 'Discount Options' section with an 'Enable bulk discount' checkbox.

Add personalisation or gift wrapping options:

1. Choose how the buyer will select this option (eg: checkbox for gift wrapping or short text for personalisation)

2. Add a title (eg: gift wrapping or personalisation)

2. Add a price (add a description - eg: Gift wrapped with a bow and add a price eg: flat fee £1.99)

The screenshot shows the 'Add-ons' management interface. The 'Type' is set to 'Checkboxes'. The 'Title (Required)' field is empty. The 'Format title' is set to 'Label'. There are checkboxes for 'Add description' and 'Required field'. An 'Option' section is visible with a text input 'Enter an option', a 'Flat Fee' dropdown, and a price input '0.00'. A red 'Remove' button is at the top right. At the bottom, there are 'Add Field', 'Import', and 'Export' buttons.

If you have any questions or need assistance please email: hello@lovetotreat.co.uk

