

## Artistique World: How to add a vendor to the portal?

### Register with email id as a vendor

The screenshot shows the Artistique World website interface. At the top, there is a navigation bar with social media icons (Facebook, Twitter, Instagram, YouTube, Pinterest, LinkedIn, WhatsApp) and a 'Sell on AW' button. Below the navigation bar is the website header with the Artistique World logo, a search bar, a 'SELECT CATEGORY' dropdown, a search icon, and links for 'LOGIN / REGISTER', a heart icon, a shopping cart icon, and a price of ₹0.00. A horizontal menu below the header lists various product categories: Jewellery & Accessories, Apparel & Footwear, Home & Living, Party / Weddings, Toys & Entertainment, Art & Collectibles, Craft & Supplies, and Festive & Pooja. The main content area is split into two columns. The left column contains a 'REGISTER' form with the following fields: Email address, Password, First Name, Last Name, and Shop Name. The right column contains a 'REGISTER' heading, a paragraph explaining the benefits of registration, and a 'LOGIN' button. A green WhatsApp chat icon is visible in the bottom right corner of the page.

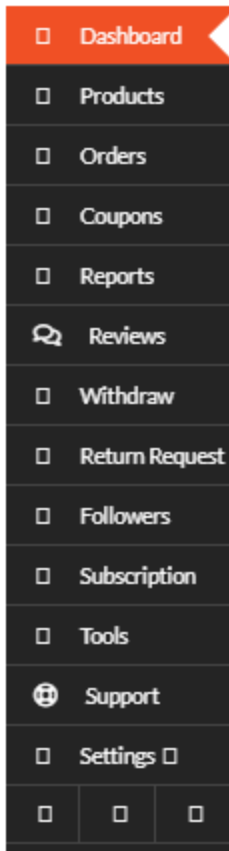
### Login as a vendor with the email id

### Complete the registration wizard

- Store Setup
- Payment Setup

The screenshot shows the 'Welcome to the Marketplace!' screen of the registration wizard. At the top, there is the Artistique World logo and a progress bar with three steps: 'Store', 'Payment', and 'Ready!'. The main content area contains the following text: 'Welcome to the Marketplace!', 'Thank you for choosing The Marketplace to power your online store! This quick setup wizard will help you configure the basic settings. It's completely optional and shouldn't take longer than two minutes.', and 'No time right now? If you don't want to go through the wizard, you can skip and return to the Store!'. At the bottom, there are two orange buttons: 'Let's Go!' and 'Not right now'.

The screenshot shows the 'Your Store is Ready!' screen of the registration wizard. At the top, there is the Artistique World logo and a progress bar with three steps: 'Store', 'Payment', and 'Ready!'. The main content area contains a green checkmark icon, the text 'Your Store is Ready!', and an orange button labeled 'Go to your Store Dashboard!'. At the bottom, there is a blue link labeled 'Return to the Marketplace'.



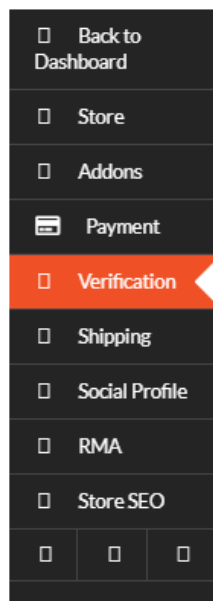
The left-hand side menu has several options and the vendor has to click on each of them (as required/ applicable) and complete the set-up wizard.

A few options are explained below

Click on Go to your Store Dashboard

Click Settings

Go to Verification and complete the ID Verification and Address Verification process



## VERIFICATION → VISIT STORE

ID Verification
<a href="#">START VERIFICATION</a>

Address Verification
<a href="#">START VERIFICATION</a>

Click on Shipping > “Click Here to Add Shipping Address”

- Select the Processing Time from its drop down

- Shipping Policy and Refund Policy > Write any custom text that you'd like to display for your store
- Click on Save Settings

□ Back to Dashboard

□ Store

□ Addons

☰ Payment

□ Verification

□ **Shipping**

□ Social Profile

□ RMA

□ Store SEO

□ □ □

## SHIPPING SETTINGS

□ [CLICK HERE TO ADD SHIPPING POLICIES](#) → VISIT STORE

*A shipping zone is a geographic region where a certain set of shipping methods are offered. We will match a customer to a single zone using their shipping address and present the shipping methods within that zone to them.*

*If you want to use the previous shipping system then [Click Here](#)*

← Back to Zone List

Processing Time □

Shipping Policy □

Refund Policy □

[SAVE SETTINGS](#)

[Optional] Click on Social Profile and complete it

The image shows a user interface for social profile settings. On the left is a dark sidebar with menu items: Addons, Payment, Verification, Shipping, Social Profile (highlighted in red), RMA, Store SEO, and three empty checkboxes. The main content area features a progress bar at the top showing '30% Profile complete'. Below it is a yellow notification box with an information icon and the text 'Add Banner to gain 15% progress'. The main area contains eight social media links, each with a platform icon and a text input field containing 'http://': Facebook, Google, Twitter, Pinterest, LinkedIn, Youtube, Instagram, and Flickr. At the bottom of the main area is a red button labeled 'UPDATE SETTINGS'.

Click RMA, complete the details and update settings

Go to Store SEO and complete the setup, save setting

- Back to Dashboard
- Store
- Addons
- Payment
- Verification
- Shipping
- Social Profile
- RMA
- Store SEO
- 
- 
- 

## STORE SEO → VISIT STORE

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SEO Title :

Meta Description :

Meta Keywords :

Facebook Title :

Facebook Description :

Facebook Image :

Twitter Title :

Twitter Description :

Twitter Image :

- Back to Dashboard
- Store
- Addons
- Payment
- Verification
- Shipping
- Social Profile
- RMA
- Store SEO
- 

## RETURN AND WARRANTY → VISIT STORE

Set your settings for return and warranty your products. This settings will effect globally for your products

Label:

Type:

RMA Policy: 

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[SAVE CHANGES](#)

[Optional] Go to Add-On

- Back to Dashboard
- Store
- Addons
- Payment
- Verification
- Shipping
- Social Profile
- RMA
- Store SEO
- 

## PRODUCT ADDONS → VISIT STORE

[CREATE NEW ADDON](#)

Set your field type for product addons which is applicable for all product or specific product category globally. You can control this setting seperately from individual products

NAME	PRIORITY	PRODUCT CATEGORIES	NUMBER OF FIELDS
No add-ons found. <a href="#" style="color: #e67e22;">Create add-ons.</a>			

Create Addon and Publish

- Back to Dashboard
- Store
- Addons
- Payment
- Verification
- Shipping
- Social Profile
- RMA
- Store SEO
- 
- 
- 

## PRODUCT ADDONS → VISIT STORE

[← Back to addon lists](#)

Set your field type for product addons which is applicable for all product or specific product category globally. You can control this setting separately from individual products

Set up add-ons that apply to all products or specific product categories.

Name

*This name is for your reference only and will not be visible to customers.*

Priority

*This determines the order when there are multiple add-ons. Add-ons for individual products are set to order 10.*

Product Categories

*Select which categories this add-on should apply to. Create add-ons for a single product when editing that product.*

Add-on fields Expand all / Close all

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