

MERCHANT MANUAL




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1.0 Merchant Signup

In YoYumm, Merchants or Restaurant Owners can easily register their account using the sign up form. The signup form is mandatory to list the restaurants on the website and to manage the restaurant menu items and other various information to allow customers to place order. Please see the screenshot below:


+91- 996321388

Restaurant Information

Restaurant Name*

Owner Name*

Email Id*

Phone Number

+1

City*

Select City

Region*

Select Location

Zip Code*


Restaurant Login Information


Password*

Confirm Password*

Security Information

Security Code*



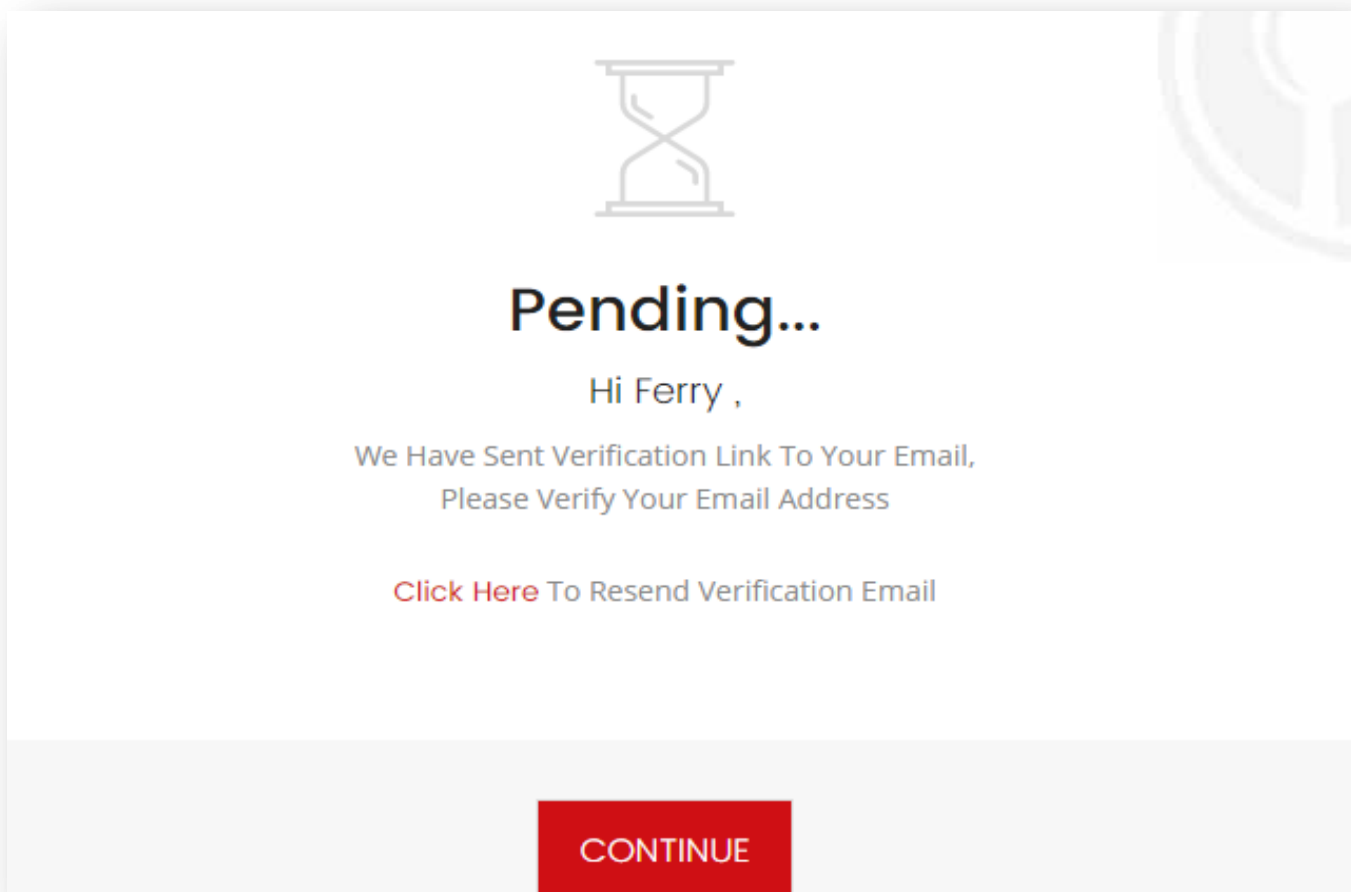


REGISTER

To create a merchant account, following details are to be filled:

- Restaurant Name
- Owner Name
- Email ID
- Phone number
- City
- Region
- ZIP Code
- Password
- Confirm Password
- Security Code

On click of **Register** button, merchant will receive a verification email in his/her email ID. On verifying the email address, merchant will be able to register the restaurant with the website.



On successful Email ID verification, the admin will review the application and will approve the merchant's restaurant so that he/she can access their account & restaurant dashboard.

2.0 Subscription Package

On successful signup, merchant will be redirected to the subscription package webpage where he/she will review & purchase a subscription package to start listing restaurant on the website. Please see the screenshot below:

Merchants can choose from two types of subscription packages available viz:

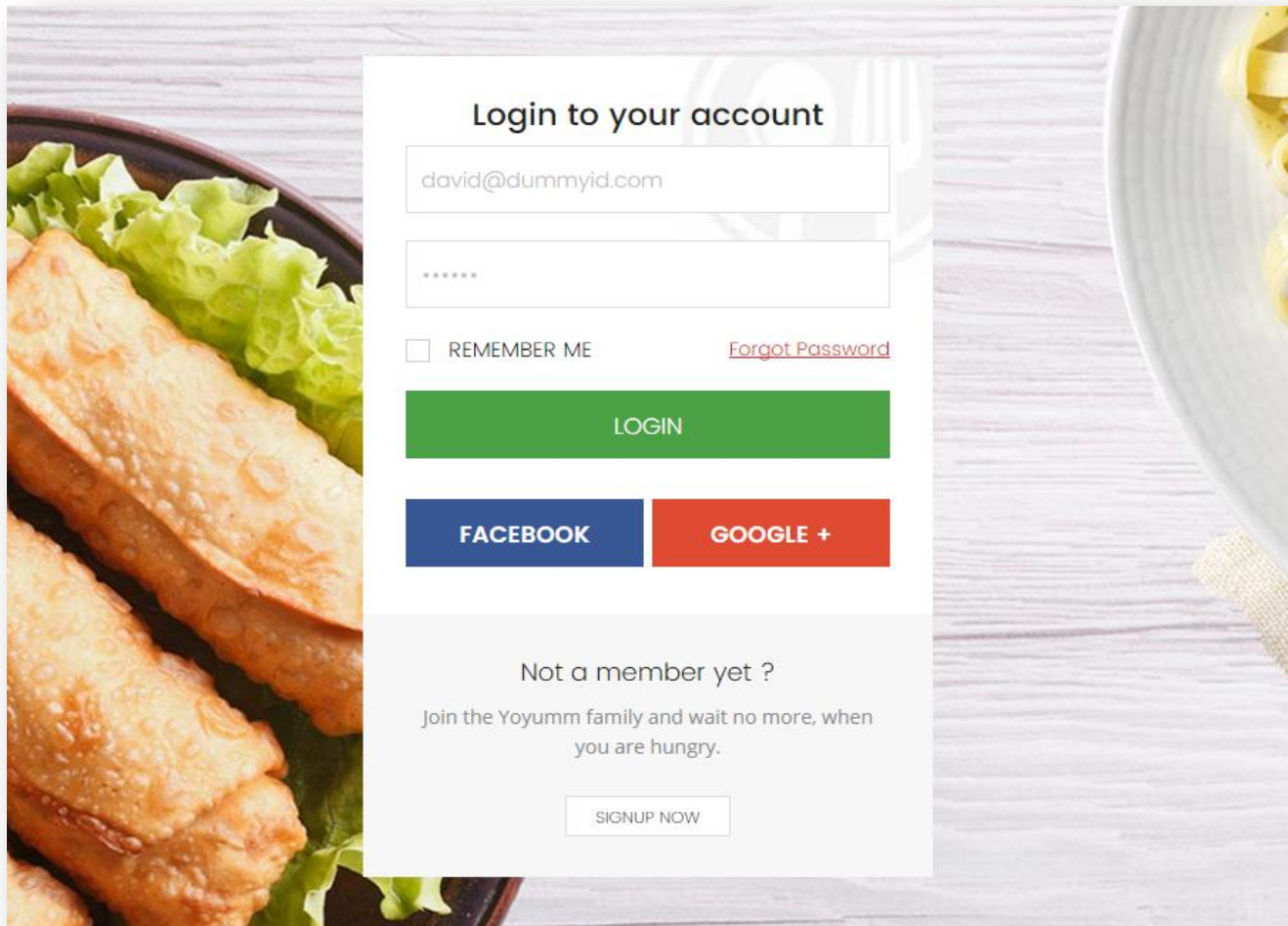
- Individual
This subscription package allows merchant to list single restaurant on the website.
- Corporate
This subscription package allows merchant to list multiple restaurants on the website.

INDIVIDUAL MANAGE ONE RESTAURANT ONLY	CORPORATE MANAGE MULTIPLE RESTAURANTS
ADD LOGO & NAME	ADD LOGO & NAME
DESCRIPTION & INFORMATION	DESCRIPTION & INFORMATION
ADD & ACTIVATE OFFER	ADD & ACTIVATE OFFER
MANAGE PRICES	MANAGE PRICES
MANAGE WALLET/ COLLECT MONEY	MANAGE WALLET/ COLLECT MONEY
MANAGE MENU	MANAGE MENU
MANAGE ORDER	MANAGE ORDER
CHOOSE PLAN \$20.00 For 30 Days	CHOOSE PLAN \$200.00 For 30 Days
BUY NOW	BUY NOW

On click of **Buy Now** button, merchant will redirect to the PayPal payment gateway where he/she will enter their PayPal account details to make the purchase.

3.0 Merchant Login

A registered merchant can login into his/her account using provided login form on the website. Please see the screenshot below:

The screenshot shows a login form titled "Login to your account" overlaid on a background image of a plate with fried food and lettuce. The form contains two input fields: the first for an email address, which has "david@dummyid.com" entered, and the second for a password, which is masked with six dots. Below the password field is a checkbox labeled "REMEMBER ME" and a red link labeled "Forgot Password". A large green button labeled "LOGIN" is positioned below these. Underneath the login button are two buttons for social media login: a blue "FACEBOOK" button and a red "GOOGLE +" button. At the bottom of the form, there is a section titled "Not a member yet ?" with the text "Join the Yoyumm family and wait no more, when you are hungry." and a "SIGNUP NOW" button.

Merchant will need to fill the below details to login:

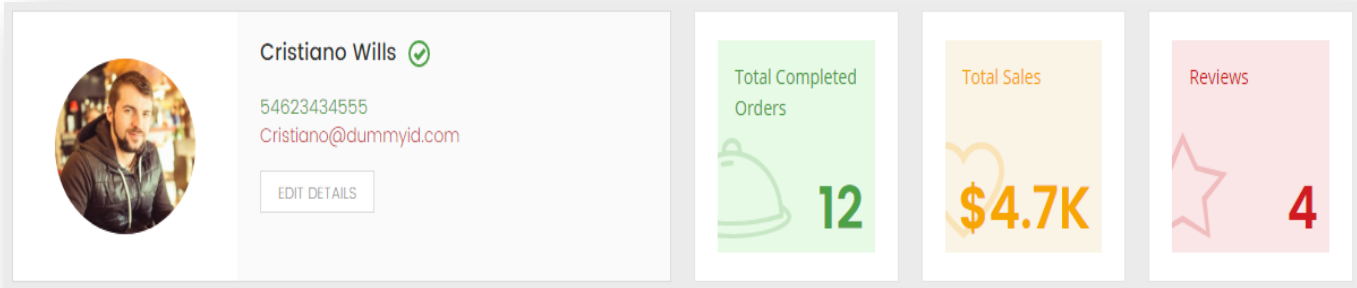
- Email ID
- Password

Merchant can also sign in to the account using social media accounts such as Facebook and Google+.

Using [Forgot Password](#) link, merchant will be able to change the account password again.

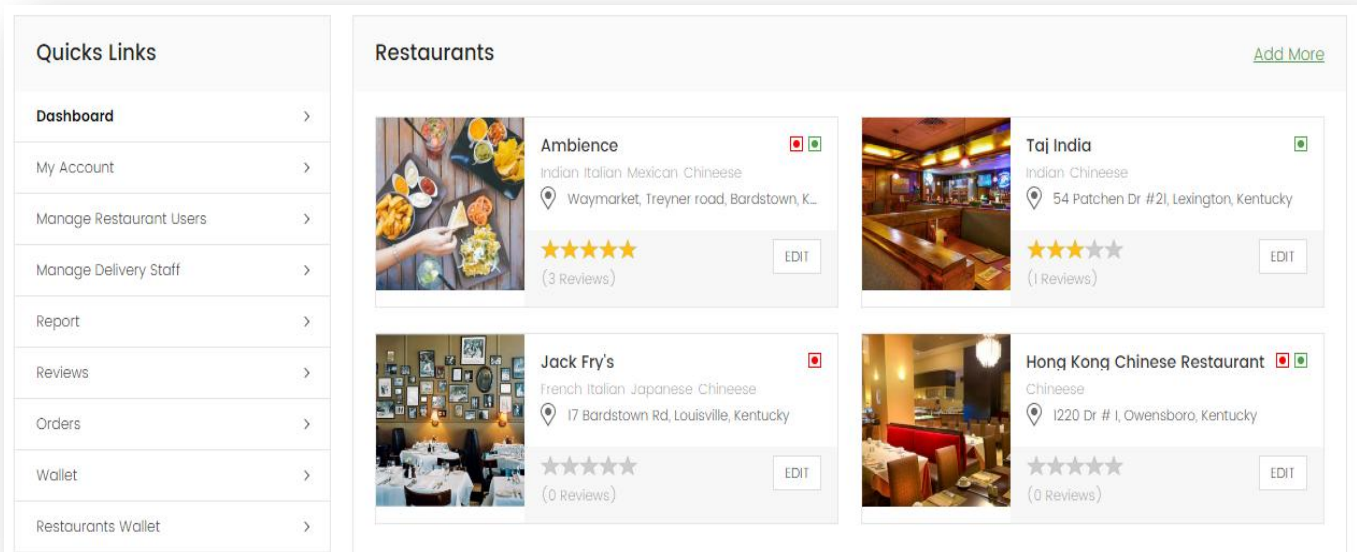
4.0 Merchant Dashboard

On dashboard, merchant can view and manage both personal and restaurant account details. A merchant can view a combined statistic of restaurant information on the main dashboard. Please see the screenshot below:



Merchant will be able to view the below information:

1. **Total Completed Orders:** It will display the total count of orders from all restaurants listed which have been marked as delivered.
2. **Total Sales:** It will display the total count of the sale generated from all the restaurants of a merchant.
3. **Reviews:** It will display the total count of reviews & ratings posted by the users on all restaurants.



On dashboard, merchant can also view the list of restaurants added on the website. On click of [Add More](#) link, merchant will be able to add more restaurants under one account (in case of Corporate subscription package only).

4.1 My Account


On My Account section, merchant can add or edit Details by filling up below details:

- First Name
- Last Name
- Phone Number
- Email Address
- Current Password
- Enter New Password
- Confirm Password

Merchant can also upload the profile picture of the account using **Upload** button.

On click of **remove** button, merchant can remove the profile picture from the account.

On click of **Save** button, all the details will be saved for the merchant. Please see the screenshot below:



UPLOAD

REMOVE

First Name*

Cristiano

Last Name*

Wills

Phone Number *

+1 ▼

54623434555

Email Address*

Cristiano@dummyid.com

SAVE







Change Password


Current Password*


Enter New Password*

4.2 Manage Restaurant Users

In this section, Merchant can view and manage multiple sub merchant or restaurant users. In case of corporate package where merchant list multiple restaurants, sub merchants can be created and can be assigned to individual restaurants who will then manage the assigned restaurants

Manage Restaurant Users			
Sub Users			Add New
Sr.no.	Name	Status	Action
1	George Harris	 Active	 
2	Robert Miller	 Active	 

On click of  icon, merchant can edit the details of restaurant user.

On click of  icon, admin can change the password of the restaurant user.

On click of [Add New](#) link, admin can add a new restaurant user by filling up below details:

- Restaurant: Merchant will assign 1 restaurant to a restaurant user.
- First Name
- Last Name
- Email
- Phone Number
- Status: (Active/Inactive)

Permissions to be granted:

- Notifications: (None/Read/Write)
- Menu: (None/Read/Write)
- Offer: (None/Read/Write)
- Order: (None/Read/Write)
- Order Emails: (Yes/No)
- Report: (None/Read)
- Restaurant Detail: (None/Read/Write)
- Restaurant Review: (None/Read/Write)
- Restaurant Wallet: (None/Read)
- Review Emails: (Yes/No)

- View Media Files: (None/Read)

Manage Restaurant Users

Sub Users

Add New

Restaurant *

Select Restaurant

First Name*

Last Name*

Email*

Phone Number

+1

Password

Confirm Password

Status

Active

Notifications

☒ None
 ☐ Read
 ☐ Write

Menu

☒ None
 ☐ Read
 ☐ Write

Offer

☒ None
 ☐ Read
 ☐ Write

Order

☒ None
 ☐ Read
 ☐ Write

Order Emails

☐ Yes
 ☒ No

Report

☒ None
 ☐ Read

Restaurant Detail

☒ None
 ☐ Read
 ☐ Write

Restaurant Review

☒ None
 ☐ Read
 ☐ Write

Restaurant Wallet

☒ None
 ☐ Read

Review Emails

☐ Yes
 ☒ No

View Media Files






















☒ None
 ☐ Read


SAVE


CANCEL

4.3 Manage Delivery Staff

In this section, merchant can view and manage delivery staffs who deliver the orders of the restaurants. Merchant has the provision to add delivery boys and can later assign them to the orders as per the requirements. Please see the screenshot below:

Manage Delivery Staff			
Sub Users			Add New
Sr.no.	Name	Status	Action
1	David Wills	 Active	 
2	Daniel White	 Active	 
3	James Brown	 Active	 
4	Paul Anderson	 Active	 
5	Jamess Smith	 Active	 
6	Michael Brown	 Active	 
7	Aditya Gupta	 Active	 

On click of  icon, merchant can edit the details of the delivery staff member.

On click of  icon, merchant can change the password of the delivery staff member.

Merchant can also change the status of any delivery staff as “Active” or “Inactive”.

On click of [Add New](#) link, merchant can add a new delivery staff member for the restaurant by filling up below details:

- Restaurant
- First Name
- Last Name
- Email
- Phone Number

- Password
- Confirm Password
- Status

On click of **Save** button, merchant will save the details of the delivery staff member for a particular restaurant. Please see the screenshot below:

Manage Delivery Staff

Sub Users

Add New

Restaurant *

Ambience ▼

First Name*

David

Last Name*

Wills

Email*

David44@dummysid.com

Phone Number*

+1 ▼

5547678567

Status

Active ▼

SAVE

CANCEL

4.4 Report

In this section, merchant can view the reports of all the restaurants for sales & orders. Please see the screenshot below:

Reports		
Reports List		Download
Report Time	Total Orders	Total Sales
Today	0	\$0.00
Current Month	0	\$0.00
Current Year	12	\$4703.22
Last 6 Months	12	\$4703.22
Last Year	0	\$0.00

In Reports list, merchant will be able to view the orders & sales count from below periods:








- Today
- Current Month
- Current Year
- Last 6 months
- Last year

Merchant can download the report of the restaurants in excel sheet format.


4.5 Reviews

In this section, merchant can view and manage the Reviews & Ratings provided by the users on the restaurants. Please see the screenshot below:

Reviews

	Sam Mark On July 7, 2017	Great Meal We had a great meal and wonderful service. The restaurant was very customer focus. We plan to come back several times this summer!!	★★★★★ Mark As Inappropriate Reply
	Robert Lee On July 7, 2017	creative cuisines Visited twice when in the area. Nothing disappoints! Very personalized service.	★★★★★ Mark As Inappropriate Reply
	Jason Minaj On June 4, 2017	Excellent Awesome foo and on time delivery	★★★★★ <div>  Pending </div> Reply
	Alex Murray On June 1, 2017	The Best food hub in town Awesome food. Will reorder again. :)	★★★★★ Mark As Inappropriate Reply
Reply On thanks.			<div>   </div>

On click of  icon, merchant can edit the restaurant comment posted on a user's reviews.

On click of  icon, merchant can delete the restaurant comment.

On click of [Mark as Appropriate](#) link, merchant can mark any review as inappropriate depending upon the review type.

4.6 Orders

In this section, merchant can view and manage the orders received for the restaurants. Please see the screenshot below:

Orders

Restaurant Name: Taj India Order Id: YYM1501245977 Date: 2017-07-28 18:16 Order Type: Delivery VIEW	Process Status: <div>In Process ▼</div> Delivery Staff: <div>Select ▼</div>	Bill Amount: \$275.60
Restaurant Name: Ambience Order Id: YYM1501063459 Date: 2017-07-26 15:34 Order Type: Delivery VIEW	Process Status: <div>✓ Delivered</div> Delivery Staff: --	Bill Amount: \$385.37
Restaurant Name: Taj India Order Id: YYM1500026854 Date: 2017-07-14 15:37 Order Type: Delivery VIEW	Process Status: <div>✓ Delivered</div> Delivery Staff: --	Bill Amount: \$328.60

On receiving the order, the default order status is always set as “Pending”. Merchant can change the status of the order as per the requirements.

Merchant has the provision to assign the individual order to a registered delivery staff member who will further manage the delivery of the order. On successfully delivery, delivery boy can mark the status of order as “Delivered” which will be displayed on buyer and merchant side too.

On click of [View](#) icon, merchant can view the detailed information of the order placed by the customer.


4.7 Wallet

In this section, merchant can view and add money to his/her account wallet using PayPal payment gateway. Please see the screenshot below:

Wallet


Add Money to Wallet

Now add you money securely to account wallet using paypal payment gateway.



\$0.00
 Your Wallet Balance

Make Sure To Review Your Order Details Now.
Once You Press 'place Your Order' You'll Be Directed To Paypal To Enter Your Payment Information And Process The Order



Enter Amount *

PAY NOW

Sr No.	Description	Date	Debit	Credit	Balance
1	Debit against order : YYM1496308535	2017-06-01 14:46:17	\$100.00	-	\$0.00
2	Added In wallet for Order : YYM1496308535	2017-06-01 14:46:17	-	\$100.00	\$100.00

Merchant will be able to view the transaction details such as debit & credit entry of

4.8 Restaurant Wallet

In this section, merchant will be able to view the transaction details i.e wallet balance, debit & credit entry of all the restaurants. Please see the screenshot below:

Wallet						
		WITHDRAWAL		ADD MONEY		Ambience ▼
Sr No.	Description	Restaurant	Date	Debit	Credit	Balance
1	Debited Commission against order : YYM1501063459	Ambience	2017-07-26 15:34:19	\$38.5	-	\$1563.65
2	Refund against order : YYM1499844041	Ambience	2017-07-18 10:22:36	\$500.27	-	\$1602.15
3	Refunded Commission against order : YYM1499851427	Ambience	2017-07-18 10:22:03	-	\$29.50	\$2102.42
4	Refunded Commission against order : YYM1499851427	Ambience	2017-07-18 10:22:03	-	\$29.50	\$2072.92
5	Refunded Commission against order : YYM1499844061	Ambience	2017-07-18 10:19:59	-	\$48.00	\$2043.42
6	Refund against order : YYM1499844061	Ambience	2017-07-18 10:19:59	\$0.01	-	\$1995.42
7	Refunded Commission against order : YYM1499857599	Ambience	2017-07-18 09:56:19	-	\$24.00	\$1995.43
8	Refunded Commission against order : YYM1496907734	Ambience	2017-07-14 15:14:04	-	\$36.00	\$1971.43
9	Refund against order : YYM1496907734	Ambience	2017-07-14 15:14:03	\$377.71	-	\$1935.43
10	Debited Commission against order : YYM1499860521	Ambience	2017-07-12 17:25:21	\$27	-	\$2313.14
11	Debited Commission against order : YYM1499857599	Ambience	2017-07-12 16:36:39	\$24	-	\$2340.14
12	Debited Commission against order : YYM1499851427	Ambience	2017-07-12 14:53:47	\$29.5	-	\$2364.14

Merchant can sort the transaction listing on the basis of restaurant name.

On click of **Withdrawal**, merchant will be redirected to the restaurant withdrawal webpage.

On click of **Add Money**, merchant will be redirected to the restaurant wallet webpage.

5.0 Restaurant Dashboard

On click of **edit** icon on a restaurant, merchant will be redirected to the restaurant dashboard wherein a super merchant or the sub merchant user can view and manage the restaurant details, menu item information, delivery locations and menu prices etc. Please see the screenshot below:

The screenshot displays the Restaurant Dashboard for 'Ambience'. The interface is divided into several sections:

- Restaurant Section:**
 - Ambience** (with a dropdown arrow)
 - Location: Waymarket, Treyner road, Bardstown, Kentucky
 - Image of food
 - Status: Verified (green checkmark)
 - Address: Waymarket, Treyner road, Bardstown, Kentucky
 - Phone: 54658736545-54658736545
 - Email: Cristiano@dummyid.com
 - [EDIT DETAILS](#)
- Statistics Section:**
 - Total Sales:** \$3.1K
 - Today's Orders:** 0
 - Total Completed Orders:** 8
 - Total Reviews:** 3
 - Active Offers:** 3
- Restaurant Links Section:**
 - [Dashboard](#)
 - [Restaurant Detail](#)
 - [Menu +](#)
 - [Offers](#)
 - [Orders](#)
 - [Reviews](#)
 - [Reports](#)
 - [Wallet +](#)
 - [Media Files +](#)
- Reviews Section:**
 - Sam Mark** (July 7, 2017)
 - Great Meal**
 - Text: "We had a great meal and wonderful service. The restaurant was very customer focus. We plan to come back several times this summer!!"
 - Rating: 5 stars
 - [Mark As Inappropriate](#)

On restaurant dashboard, merchant can view below statistics:

- **Total Sales** : The total sale generated by the rerestaurant.
- **Total Orders**: Total order count placed for the restaurant.
- **Total Completed Orders**: Total order count marked as delivered.
- **Total Reviews**: Total reviews & ratings posted by the user for a restaurant.
- **Active Offers**: Total offers/coupons count currently active for the restaurant.

Admin can see the reviews posted by the customers for the restaurant and can reply to the reviews as well.

5.1 Restaurant Detail

In this section, merchant will be able to add/edit the information related to restaurant. Restaurants can add the details in 3 languages i.e. English, Arabic & Spanish. Please see the screenshot below:

My Restaurant

1

2

3

4

5

Restaurant Details
Timings
Tax Charges
Delivery Charges
Location

UPLOAD

REMOVE

Restaurant Name[English] *

Ambience

Restaurant Name[Arabic] *

جى

Restaurant Name[Spanish] *

Ambience

Address[English]

Waymarket, Treyner road

Address[Arabic]

Waymarket- Treyner كارييترا

RESTAURANT DETAILS

Restaurant can add the details by filling up below fields:

- Restaurant Name
- Address
- Description
- City
- Region
- Zip code

- Email
- Phone Number
- Alternate Phone Number
- Minimum Order Value
- Serves (Veg/Non-Veg/Both)
- Status (Active/Inactive)
- Payment Method (Online Payment/Cash On Delivery/Both)
- Delivery Time
- Preparation Time
- Cuisines

TIMINGS

On Timings section, Restaurants can control the delivery, order, preparation and restaurant timings. Please see the screenshot below:

My Restaurant

✓

2

3

4

5

Restaurant Details
 Timings
 Tax Charges
 Delivery Charges
 Location

Timings

Pre Order
 ☐ Yes
 ☒ No

Pick Up/delivery
 ☐ Pick Up
 ☐ Delivery
 ☒ Both

Order Timing

	Start Timing	End Timing
Breakfast	09:00	23:30
Lunch	01:00	22:30
Dinner	02:00	22:30
Snacks	02:30	22:30

The owner of the restaurant has to fill up below details:

- Pre Order (Yes/No)
- Pickup/Delivery (Yes/No)
- Order Timing (Breakfast/Lunch/Dinner/All Time Menu)
- Delivery Timing (Breakfast/Lunch/Dinner/All Time Menu)
- Restaurant Timing (Monday through Sunday)

On filling up the timings, the restaurant will be displayed as “Open” or “Closed” on the website. If Pre Order is enabled for the restaurant then customer can place the order 5 days prior delivery. The timings should be setup properly and as per the menu requirements.

TAX CHARGES

On Tax Charges section, Restaurants can view and manage the taxes to be added over the customer order. Please see the screenshot below:

My Restaurant

✓

✓

3

4

5

Restaurant Details

Timings

Tax Charges

Delivery Charges

Location

Service Charges(%)

0.10

Vat(%)

2.00

Service Tax(%)

0.75

Proportion On Which Service Tax Is Charged(%)

5.00

BACK

SAVE

NEXT

The merchant of the restaurant has to fill up below details for tax charges:

- Service Charges (%)
- VAT (%)
- Service Tax (%)
- Proportion on which service tax is charges (%)

DELIVERY CHARGES

On Tax Charges section, Restaurants can view and manage the delivery locations as the customer is searching for the restaurants based on delivery locations. Hence, restaurants must choose and add appropriate delivery location in this section along with required charges on per order basis. Please see the screenshot below:

My Restaurant

✓

✓

✓

4

5

Restaurant Details

Timings

Tax Charges

Delivery Charges

Location

Delivery Charges [Add](#)

Sr.no.	City Name	Area Name	Zip Code	Charges	Action
1	Kentucky	Bardstown	5465	\$10.00	
2	Kentucky	Lexington	5465	\$56.00	
3	Kentucky	Louisville	5465	\$12.00	
4	Kentucky	Owensboro	5465	\$13.00	

The merchant of the restaurant has to fill up below details for delivery charges:

- City Name
- Area Name
- Zip Code
- Charges

LOCATIONS

On Location section, Restaurants can specify the restaurant location on a Google map by repositioning or drag & drop the pointer onto the accurate address of restaurant. Please see the screenshot below:

My Restaurant

✓

✓

✓

✓

5

Restaurant Details
Timings
Tax Charges
Delivery Charges
Location

Map
Satellite

Google
Map data ©2017 Google
Terms of Use
Report a map error

BACK

SAVE

On click of **Save** button, merchants can save all the restaurant related necessary information which will be displayed on the restaurant detail page of the website.

5.2 Menu

Merchant can easily view and manage the restaurant menu from this section of the Merchant Dashboard.
















Following links are available under the Menu:


- Menu Group
- Quantity Groups
- Topping Groups
- Toppings/Extra Items
- Menu Item


5.2.1 Menu Group

In this section, Merchant will add the menu groups of the menu items such as Soups, Breads, Snacks etc.

Please see the screenshot below:

Menu				
Menu Groups				Add More
Sr No.	Name	Status	Display Order	Action
1	Breads	 Active	<input type="text" value="0.00"/>	 
2	Mexican Main Course	 Active	<input type="text" value="4.00"/>	 
3	Snacks	 Active	<input type="text" value="3.00"/>	 
4	Soup	 Active	<input type="text" value="1.00"/>	 
5	Starters Veg.	 Active	<input type="text" value="5.00"/>	 

On click of  icon, merchant can edit the details of the menu groups.










On click of  icon, merchant can control the status of menu group as “Active” or “Inactive”.

On click of [Add More](#) link, merchant can add more menu groups in the list. To add a menu group , merchant will fill up below fields:


- Menu Group Name
- Timings (Breakfast/Lunch/Dinner/Snacks/All Time Menu)
- Status (Active/Inactive)

5.2.2 Quantity Group

In this section, Merchant will add the quantity groups of the menu items such as Half, Full, Quarter etc. Please see the screenshot below:

Menu				
My Quantity Groups				Add New
Sr No.	Name	Status	Display Order	Action
1	Full	 Active	1.00	 
2	Half	 Active	2.00	 
3	Quarter	 Active	3.00	 

On click of  icon, merchant can edit the details of the quantity groups.










On click of  icon, merchant can control the status of quantity group as “Active” or “Inactive”.


On click of [Add New](#) link, merchant can add more quantity groups in the list. To add a quantity group , merchant will fill up below fields:


- Quantity Group Name
- Status (Active/Inactive)
- Display Order

5.2.3 Topping Group

In this section, Merchant will add the Topping Groups of the menu items such as Cheese, Spices etc.
Please see the screenshot below:

Menu				
My Topping Groups				Add New
Sr No.	Name	Status	Display Order	Action
1	Extra Cheese	 Active	<input type="text" value="1.00"/>	 
2	Salads	 Active	<input type="text" value="3.00"/>	 
3	Spices	 Active	<input type="text" value="2.00"/>	 

On click of  icon, merchant can edit the details of the topping groups.






















On click of  icon, merchant can control the status of topping group as “Active” or “Inactive”.

On click of [Add New](#) link, merchant can add more topping groups in the list. To add a topping group , merchant will fill up below fields:


- Topping Group Name
- Status (Active/Inactive)
- Display Order

5.2.4 Toppings/extras items

In this section, Merchant will add the Topping items of the menu items such as Cheddar Cheese, Green Chili Spices etc. Please see the screenshot below:

Menu						
Toppings/extras						Add New
Sr No.	Name	Veg Status	Item Price	Display Order	Status	Action
1	Blue cheese dressing	Veg	10.00	<input type="text" value="0.00"/>	 Active	 
2	Cheddar	Veg	5.00	<input type="text" value="0.00"/>	 Active	 
3	Extra virgin olive oi	Veg	50.00	<input type="text" value="0.00"/>	 Active	 
4	Honey Dijon	Veg	30.00	<input type="text" value="0.00"/>	 Active	 
5	Manchego	Veg	20.00	<input type="text" value="0.00"/>	 Active	 
6	Mozzella	Veg	10.00	<input type="text" value="0.00"/>	 Active	 
7	parsley	Veg	10.00	<input type="text" value="0.00"/>	 Active	 

On click of  icon, merchant can edit the details of the topping items.













On click of  icon, merchant can control the status of topping items as “Active” or “Inactive”.


On click of [Add New](#) link, merchant can add more topping items in the list. To add a topping item , merchant will fill up below fields:


- Topping Name
- Topping Group
- Veg Status (Veg/Non Veg)
- Price
- Status (Active/Inactive)

5.2.5 Menu Item

In this section, Merchant will add the Menu items of the restaurants such as Sandwiches, Noodles etc. Please see the screenshot below:

Menu All ▾							
My Menu Items							Add More
Sr No.	Name	Group Name	Veg Status	Display Order	Spicy	Status	Action
1	Baguette	Breads	Veg	0.00	Non Spicy	 Active	 
2	Black Bean Chicken with Rice	Mexican Main Course	Veg	2.00	Extra Spicy	 Active	 
3	Carrot soup	Soup	Veg	1.00	Spicy	 Active	 
4	Chestnut bisque	Soup	Veg	2.00	Extra Spicy	 Active	 

On click of  icon, merchant can edit the details of the menu items.













On click of  icon, merchant can control the status of menu items as “Active” or “Inactive”.


On click of [Add More](#) link, merchant can add more menu items in the list. To add a menu item , merchant will fill up below fields:


- Item Name
- Description
- Menu Group
- Quantity Group Price (If any)
- Display Order
- Veg Status (Veg/Non Veg)
- Status (Active/Inactive)
- Spicy (Extra Spicy/Spicy/Non Spicy)
- Toppings (If any)

5.3 Offers

In this section, Merchant will add the offers/Coupons of the restaurants which will be applicable on total order value at checkout. The offers/coupons added by the merchant are sent to the admin for the approval and after it's approved, they are listed on the restaurant detail page. Please see the screenshot below:

Offers									
Restaurant Offers									Add More
Sr.no.	Code	Limit	Used	Discount(% / \$)	Start Date	End Date	Status	Approved	Action
1	4567	1	0	\$56.00	2017-07-31	2017-08-10	 Active	 Approved	 
2	Go50	150	0	\$50.00	2017-06-01	2018-06-01	 Active	 Approved	 
3	top15	300	2	\$15.00	2017-06-01	2018-06-01	 Active	 Approved	 

On click of  icon, merchant can edit the details of the offers.

On click of  icon, merchant can view the details of the offers.

On click of [Add More](#) link, merchant can add more restaurants in the list. To add an offer , merchant will fill up below fields:

- Code : Merchant will add a unique coupon code redeemable at checkout.
- Description: Merhcant will add the offer description.
- Discount Type (Fixed/Percentage): Merchant can choose if the coupon will be applied as fixed or in percentage.
- Discount: Merchant will define the discount price on the coupon code.
- Coupon Limit: The limit will define the total coupons which are redeemable on the restaurant after which it will not be displayed on the restaurant.
- Weekday Specific (Yes/No):
If Yes, merchant can define particular days of the week on which the offer will be valid.
If No, the offer will be valid throughout the week.
- Minimum Order Amount: Merchant can define a minimum order amount on or after which the offer will be redeemable.
- Start Date: Merchant can define the the start date of the offer.
- End Date: Merchant can define the the end date of the offer after which the offer will not be valid.
- Status

5.4 Orders

In this section, Merchant can view and manage the orders received for the restaurants. Please see the screenshot below:

Orders

Order Id: YYMI502950948 Date: 2017-08-17 11:52 Order Type: Delivery VIEW	Process Status: <div>In Process</div> Delivery Staff: <div>Select</div>	Bill Amount: \$202.15
Order Id: YYMI502194089 Date: 2017-08-08 17:38 Order Type: Delivery VIEW	Process Status: <div>In Process</div> Delivery Staff: <div>Aditya Gupta</div>	Bill Amount: \$414.41
Order Id: YYMI502188048 Date: 2017-08-08 15:57 Order Type: Delivery VIEW	Process Status: <div>In Process</div> Delivery Staff: <div>David Wills</div>	Bill Amount: \$414.41

On click of [View](#) button, merchant can view the details of the customer order, delivery & shipping address, price details etc.


Merchant has the provision to assign the order to a delivery boy registered with the restaurant. The delivery boy will be notified via email or mobile app push notification about the order assignment.

Merchant has the ability to change the order status to Pending, In Process, Cancelled or Delivered.

5.5 Reviews


In this section, merchant can view the reviews & ratings posted by the users for the restaurants. Please see the screenshot below:

Reviews




Sam Mark
On July 7, 2017

Great Meal
We had a great meal and wonderful service. The restaurant was very customer focus. We plan to come back several times this summer!!





[Mark As Inappropriate](#)
[Reply](#)




Jason Minaj
On June 4, 2017

Excellent
Awesome foo and on time delivery




 Pending

[Reply](#)





Alex Murray
On June 1, 2017

The Best food hub in town
Awesome food. Will reorder again. :)



[Mark As Inappropriate](#)
[Reply](#)

Reply On
thanks.

On click of [Reply](#) link, merchant can give reply to user's reviews.

Merchants have a provision to analyze the reviews and if any review is found objectionable then they can mark it as inappropriate as well.

5.6 Reports

In this section, merchant can view the assigned restaurant's report to check the orders and sales records. Please see the screenshot below:

Reports		
Reports List		Download
Total Orders 8		Total Sales 3103.61
Report Time	Total Orders	Total Sales
Today	0	\$0.00
Current Month	0	\$0.00
Current Year	8	\$3103.61
Last 6 Months	8	\$3103.61
Last Year	0	\$0.00

In Reports list, merchant will be able to view the orders & sales count from below periods:

- Today
- Current Month
- Current Year
- Last 6 months
- Last year

Merchant can download the report of the restaurants in excel sheet format.

5.7 Wallet

Merchant can easily view and manage the restaurant wallet from this section of the Merchant Dashboard.

Following links are available under the Menu:

- Transaction History
- Withdrawal Request
- Add Money To Wallet





5.7.1 Transaction History

In this section of restaurant wallet, merchant can view

Wallet					
Sr No.	Description	Date	Debit	Credit	Balance
1	Debited Commission against order : YYM1501063459	2017-07-26 15:34:19	\$38.50	-	\$1563.65
2	Refund against order : YYM1499844041	2017-07-18 10:22:36	\$500.27	-	\$1602.15
3	Refunded Commission against order : YYM1499851427	2017-07-18 10:22:03	-	\$29.50	\$2102.42
4	Refunded Commission against order : YYM1499851427	2017-07-18 10:22:03	-	\$29.50	\$2072.92
5	Refunded Commission against order : YYM1499844061	2017-07-18 10:19:59	-	\$48.00	\$2043.42
6	Refund against order : YYM1499844061	2017-07-18 10:19:59	\$0.01	-	\$1995.42
7	Refunded Commission against order : YYM1499857599	2017-07-18 09:56:19	-	\$24.00	\$1995.43
8	Refunded Commission against order : YYM1496907734	2017-07-14 15:14:04	-	\$36.00	\$1971.43
9	Refund against order : YYM1496907734	2017-07-14 15:14:03	\$377.71	-	\$1935.43
10	Debited Commission against order : YYM1499860521	2017-07-12 17:25:21	\$27.00	-	\$2313.14
11	Debited Commission against order : YYM1499857599	2017-07-12 16:36:39	\$24.00	-	\$2340.14
12	Debited Commission against order : YYM1499851427	2017-07-12 14:53:47	\$29.50	-	\$2364.14

5.7.2 Withdrawal Request

In this section, merchant can request for the money withdraw from the restaurant wallet and will be able to check the transaction records (debit entries) from the list in the section. A merchant can request for withdrawal either by PayPal or bank details. Please see the screenshot below:

Wallet			
Withdrawal Request			Collect Money
Date	Payment Method	Debit	Status
2017-08-05	Bank Transfer	\$5670.00	 Pending
2017-08-05	Bank Transfer	\$970.00	 Completed
2017-08-05	Bank Transfer	\$8970.00	 Completed
2017-08-05	Bank Transfer	\$70.00	 Completed

To generate a withdrawal request, merchant will need to fill up below details:

PayPal

- PayPal Email
- Phone Number
- Amount

Bank Transfer

- Contact Name
- Phone Number
- Account Number
- Bank Name
- Branch
- IFSC Code
- Address
- Amount

On click of **Withdraw** button, a withdrawal request will be sent to the admin.


5.7.3 Add Money to Wallet

In this section, merchant can add money to restaurant wallet. Please see the screenshot below:

Wallet

Add Money to Wallet

Now add you money securely to account wallet using paypal payment gateway.



\$9982453.65
 Your Wallet Balance

Make Sure To Review Your Order Details Now.
 Once You Press 'place Your Order' You'll Be Directed
 To Paypal To Enter Your Payment Information And
 Process The Order

PayPal™

Enter Amount *

ADD MONEY

To add money in the wallet, merchant will enter the amount to be added and will be redirected to the payment gateway for completing the payment process.

It is mandatory to maintain the restaurant wallet especially in case of handling COD orders as the admin commission is directly deducted from the merchant wallet.