



# USER MANUAL

PREPARED BY :  
**FATBIT TECHNOLOGIES**

**We Serve**  
with a smile

Quality Solutions at  
affordable Prices with assured

**1 YEAR FREE**  
TECHNICAL SUPPORT

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## 1.0 Register

Users can register as an affiliate by clicking on the “Affiliate” option given in the footer of the website.

To register, user will need to fill up below details:

- First Name
- Last Name
- E-Mail
- Telephone
- Fax
- Company
- Website
- Address
- City
- Post Code
- Country
- Region/State
- Tax ID
  - In this field, user will need to provide his/her tax ID
- Payment Method
  - Cheque
    - Cheque Payee Name: It will define the payee name to whom the payment will be made.
  - Paypal
    - PayPal Email Account: It will define the verified paypal email address of the user.
  - Bank Transfer
    - Bank Name: It will define the name of the bank where the user’s account is registered.
    - ABA/BSB number (Branch Number): User will add his/her branch number in this field.
    - SWIFT Code: User will define bank swift code in this field.
    - Account Name: User will provide his registered bank account name.
    - Account Number: User will provide his bank account number in this field to which the payment will be made.
- Password
- Confirm Password
- Google Captcha – User will need to tick the checkbox for security/spam purpose.

After filling the details, user will need to tick the check box for accepting the “Terms & Conditions” of the website.

On click of “Continue” button, users can complete the registration process and the admin will be notified for the same so that he/she can approve the affiliate account. Please see the below screenshot for better understanding:

## Affiliate Program

If you already have an account with us, please login at the [login page](#).  
To create an affiliate account, fill in the form below ensuring you complete all the required fields:

### Your Personal Details

* First Name	<input type="text" value="Affiliate"/>
* Last Name	<input type="text" value="Test"/>
* E-Mail	<input type="text" value="affiliate@dummyid.com"/>
* Telephone	<input type="text" value="123456"/>
Fax	<input type="text" value="123456"/>

### Your Address Details

Company	<input type="text" value="Fatbit Technologies"/>
Web Site	<input type="text" value="www.fatbit.com"/>
* Address 1	<input type="text" value="268"/>
Address 2	<input type="text" value="Address 2"/>
* City	<input type="text" value="Mohali"/>
Post Code	<input type="text" value="140603"/>
* Country	<input type="text" value="India"/>
* Region / State	<input type="text" value="Punjab"/>

### Payment Information

Tax ID	<input type="text" value="Tax ID"/>
Payment Method	<input checked="" type="radio"/> Cheque <input type="radio"/> PayPal <input type="radio"/> Bank Transfer
Cheque Payee Name	<input type="text" value="Cheque Payee Name"/>

### Your Password

* Password	<input type="text" value="Password"/>
* Password Confirm	<input type="text" value="Password Confirm"/>

<input type="checkbox"/> I'm not a robot	 reCAPTCHA Privacy - Terms
--	---

I have read and agree to the [About Us](#)

[Continue](#)

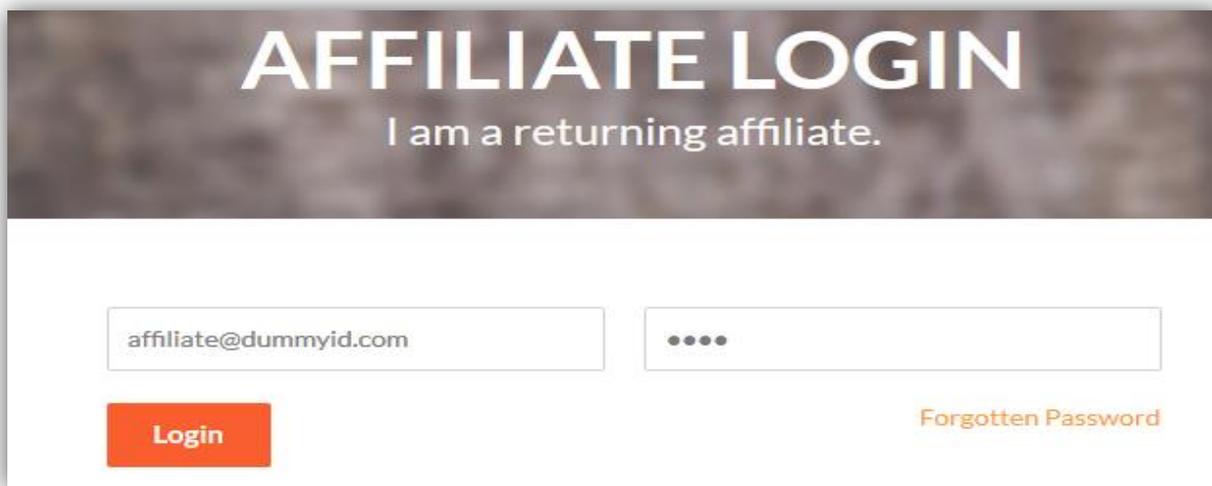
## 2.0 Login

For login into the account, user will need to fill up the following details:

- Email Address
- Password

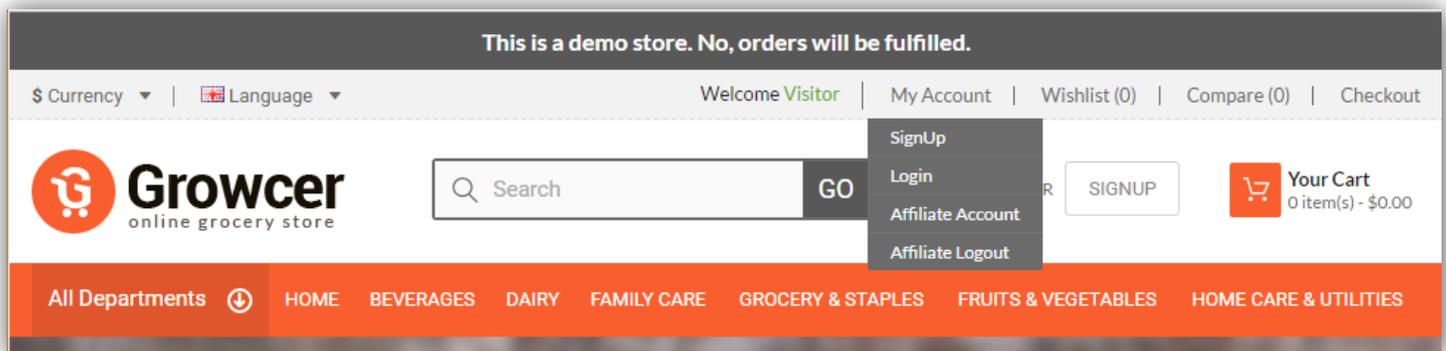
On click of “Login” button, user will be redirected to his/her affiliate account.

Please see the screenshot below:



Also, Affiliates can redirect to their affiliate account by clicking on the “Affiliate Account” under “My Account” tab. If Affiliate wants to sign-in through their buyer account, then they can click on the “Login” and the user will be able to access both buyer account and an affiliate account easily. Please see the screenshot below:

On click of “Affiliate Logout”, Affiliate can successfully logout from their account.



### 3.0 My Account

In My Account section, user will have a provision to add or edit the below details:

- Personal Details
- Address

Please see the screenshot below:



**Affiliate Test**

#### My Account Information

**Your Personal Details**

* First Name	<input type="text" value="Affiliate"/>
* Last Name	<input type="text" value="test"/>
* E-Mail	<input type="text" value="affiliate@dummyid.com"/>
* Telephone	<input type="text" value="234234234"/>
Fax	<input type="text" value="Fax"/>

**Your Address**

Company	<input type="text" value="234234"/>
Web Site	<input type="text" value="234"/>
* Address 1	<input type="text" value="234234"/>
Address 2	<input type="text" value="Address 2"/>
* City	<input type="text" value="2234"/>
Post Code	<input type="text" value="2342"/>
* Country	<input type="text" value="United States"/>
* Region / State	<input type="text" value="Alabama"/>

**My Account**

**My Payments**

**Password**

**Transactions**

**Tracking Code**

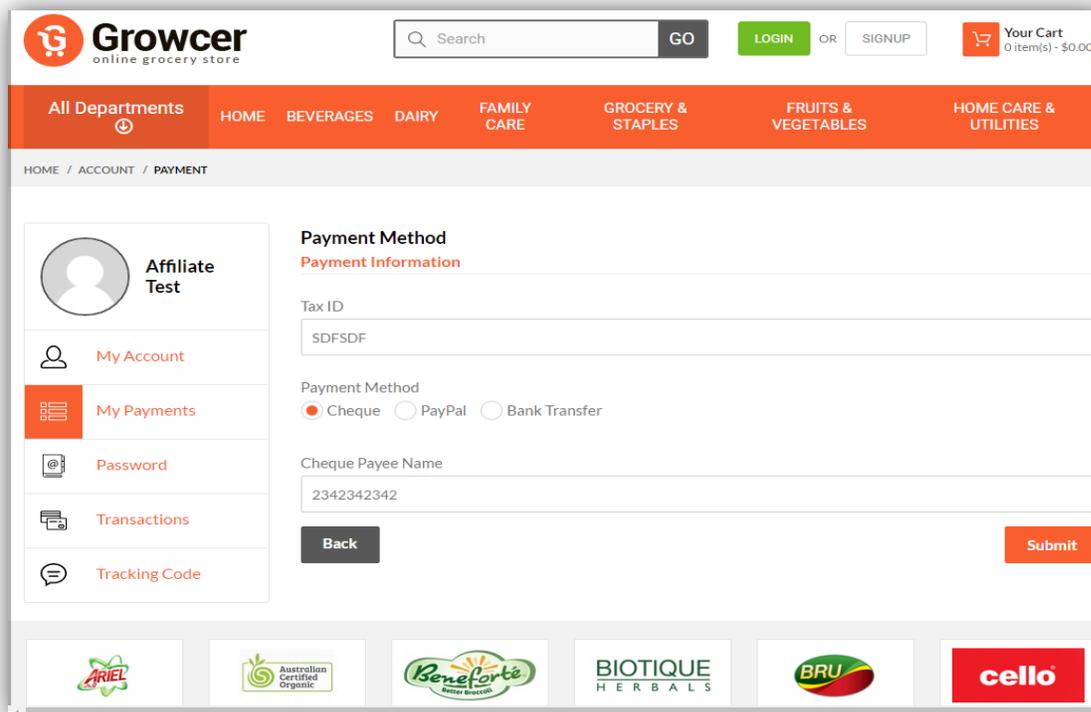
## 4.0 My payments

In this section, user can view and manage the payment details. Please see the screenshot below:

User can add or edit below information:

- Tax ID – User will need to add his/her Tax ID in this field.
- Payment Method
  - Cheque
    - Cheque Payee Name: It will define the payee name to whom the payment will be made.
  - Paypal
    - PayPal Email Account: It will define the verified paypal email address of the user.
  - Bank Transfer
    - Bank Name: It will define the name of the bank where the user’s account is registered.
    - ABA/BSB number (Branch Number): User will add his/her branch number in this field.
    - SWIFT Code: User will define bank swift code in this field.
    - Account Name: User will provide his registered bank account name.
    - Account Number: User will provide his bank account number in this field to which the payment will be made.

On click of “Submit” button, user can save the payment method information.



## 5.0 Password

In this section, user can change his/her password of account anytime by filling up below details:

- Password
- Confirm Password

On click of “Submit” button, user can save the changes of account password.

Please see the screenshot below:

The screenshot shows a user dashboard for 'Dave Watmore'. On the left is a navigation menu with options: My Account, My Payments, Password (highlighted), Transactions, and Tracking Code. The main content area is titled 'Change Password' and contains the following fields and buttons:

- Your Password**: A text input field.
- \* Password**: A text input field with a placeholder 'Password'.
- \* Password Confirm**: A text input field with a placeholder 'Password Confirm'.
- Back**: A dark grey button.
- Submit**: An orange button.

At the bottom of the dashboard, there are five partner logos: BIOTIQUE HERBALS, BRU, cello, Ceres, and Coca-Cola.

## 6.0 Transactions

In this section, user can view the transaction details of his/her account. Please see the screenshot below:

User can view the below information:

- Current Balance
- Date Added
- Current Balance
- Description
- Amount

**Growcer** online grocery store

Search  **GO** **LOGIN** OR **SIGNUP** **Your Cart** 0 item(s) - \$0.00

All Departments **HOME** BEVERAGES DAIRY FAMILY CARE GROCERY & STAPLES FRUITS & VEGETABLES HOME CARE & UTILITIES

HOME / ACCOUNT / YOUR TRANSACTIONS

**Affiliate Test**

- My Account
- My Payments
- Password
- Transactions**
- Tracking Code

### Your Transactions

Your current balance is: \$5,000.00.

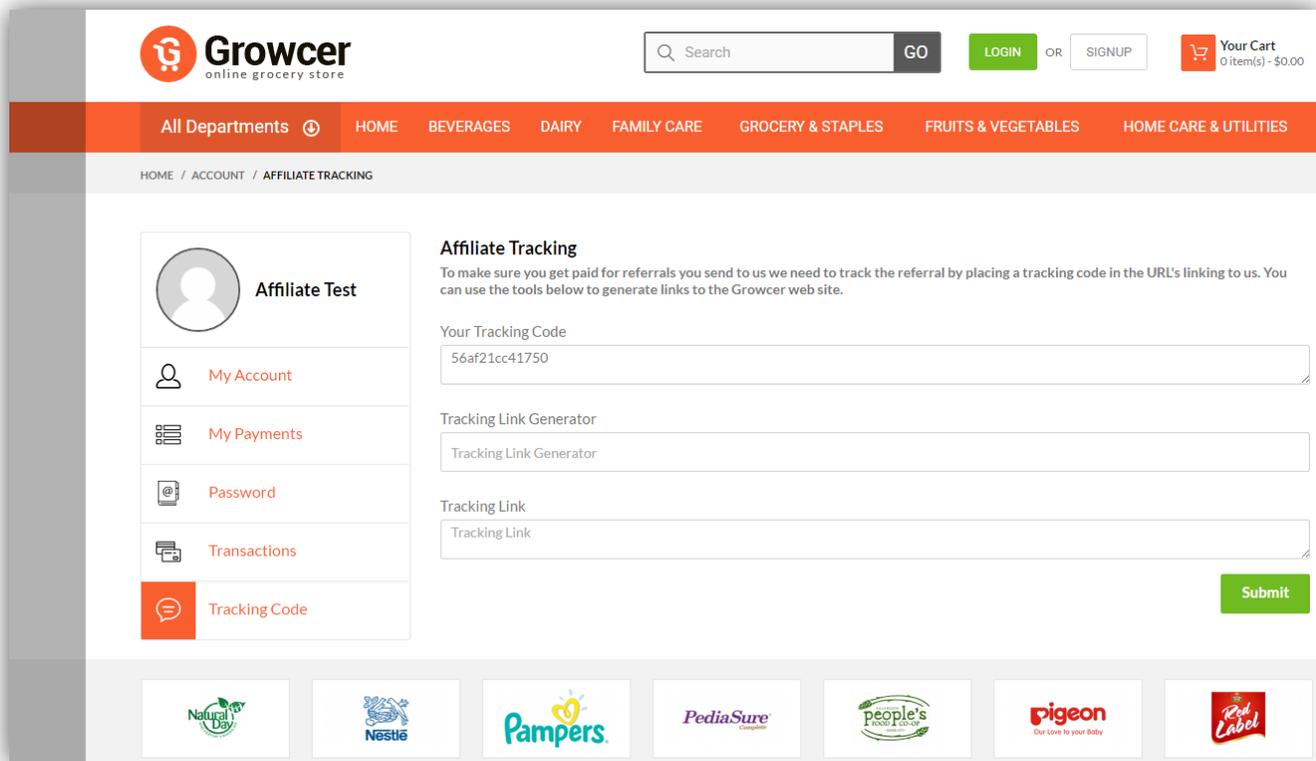
Date Added	Description	Amount (USD)
01/02/2016	test	\$5,000.00
01/02/2016		\$0.00

**Back**

Sydney Fresh Tropicana true fruit. Tupperware ARIEL

## 7.0 Tracking Code

In this section, user can generate a referral code with the help of tools available which will ensure that the user is getting paid for the referral links he/she has shared. Please see the screenshot below:



User will need to fill below information:

- **Affiliate's Tracking Code:** It is a unique tracking code displayed for the affiliate used in affiliate tracking.
- **Tracking Link Generator:** In this field, user can generate a tracking link by typing the name of any product of the website. Auto-suggestion will appear after typing any product name. E.g.:- If user selects "Almonds" product, then a unique URL will be generated for tracking.
- **Tracking Link:** In this field, user can see the tracking link generated for the product and will use the same for website promotions.

On click of "Submit" button, user can save the changes of Tracking Code.