

Advanced System
Consultants training
2014



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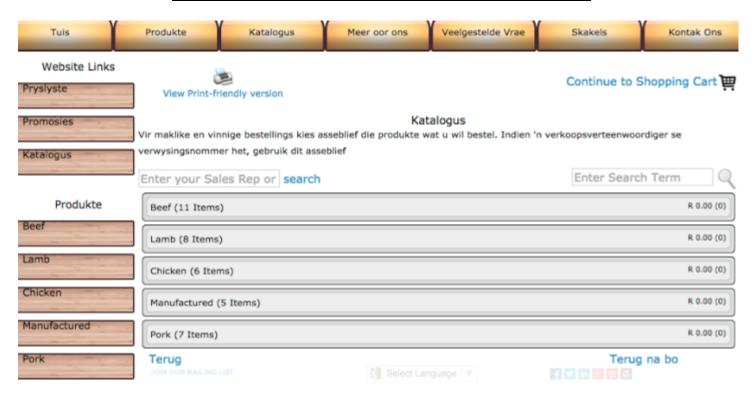


1. Catalogue module

Why use it: It can list many products on one page.

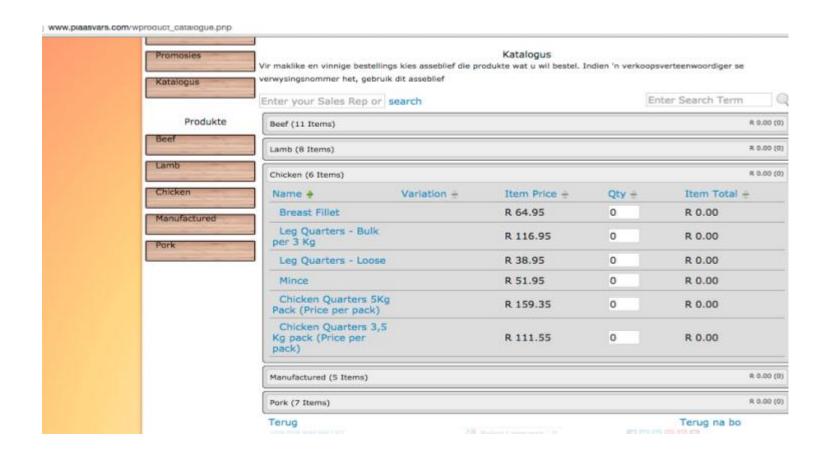
<u>For whom</u>: People who sell "common" items, i.e. that which does not require a lot of "description" e.g. Stationary

Example 1: Catalogue Closed





Example 1: Catalogue Open



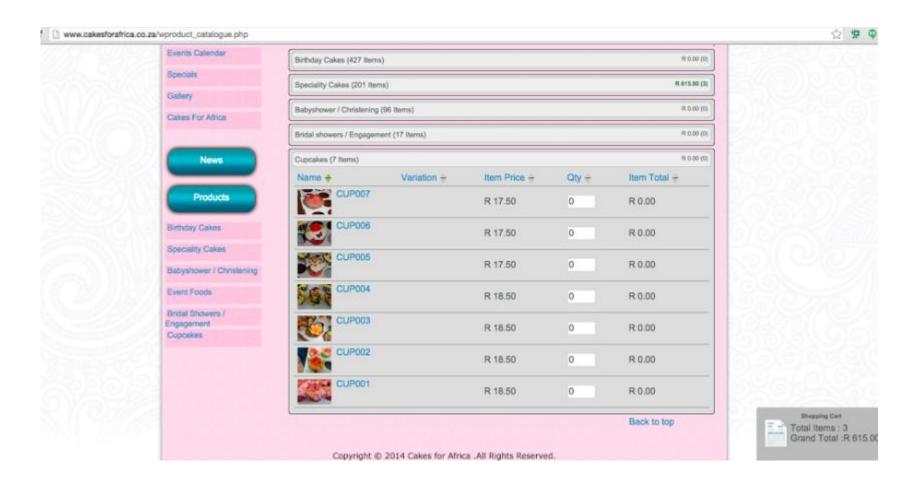


Example 2: Catalogue Closed





Example 2: Catalogue Open





2. Online ticket Sales

Sell online tickets to concerts, events, gatherings. The person who is buying the tickets will receive an email with their confirmation. Can supply an event name, image, description, a start time, end time & venue name. You can have unlimited seat types at a different price bracket and set the quantity of each seat type there is. Some more of the advanced options is displaying a Google map to the location, GPS co-ordinatess & host details.

Backend



Add new event

Add New Event
Event Name: Event Picture: Browse_ No file selected.
Event Description
Source
B I U S ×₂ ײ Ix IE IE 99 W E E E I ¶ ¶ (
Styles - Format - Font - Size - A- A- Q R 2 7
⊿
When & Where: Start Date & Time:
End Date & Time:
Venue Name:

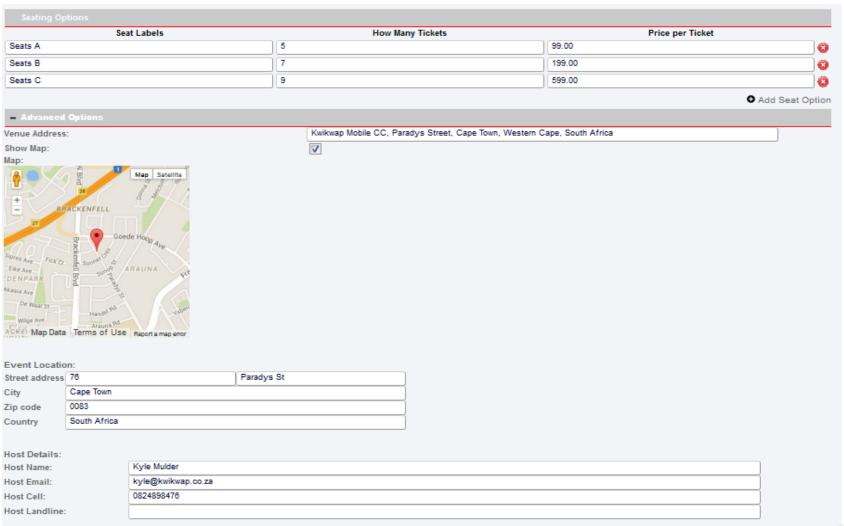


Edit / Delete an Event

Edit / Delete An Eve	nt
Event Name:	Shop Tickets
Event Picture:	Browse No file selected.
Current Picture:	Uploading a new picture will override this current image. Remove this image?
Event Description	
Source 🐰 🗅	
B I U S	× ₂ ײ <u>I</u> _x]≣ :≣ ⊕ ⊕ 99 № È ± ± ≡ ▶¶ ¶ • ⊕ ⊜ №
	rmat - Font - Size - A- A- 2 B 2 7
since the 1500s, wh	mply dummy text of the printing and typesetting industry . Lorem Ipsum has been the industry's standard dummy text ever then an unknown printer took a galley of type and scrambled it to make a type specimen book. It has survived not only five the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of that into the transfer of the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of that into the transfer of the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of the leap into electronic typesetting essentially unchanged. It was popularised in the 1960s with the release of the leap into electronic typesetting essentially unchanged.
	4
When & Where: Start Date & Time: End Date & Time: Venue Name:	2014-10-02 10:30 2015-04-01 10:30 Kwikwap Office

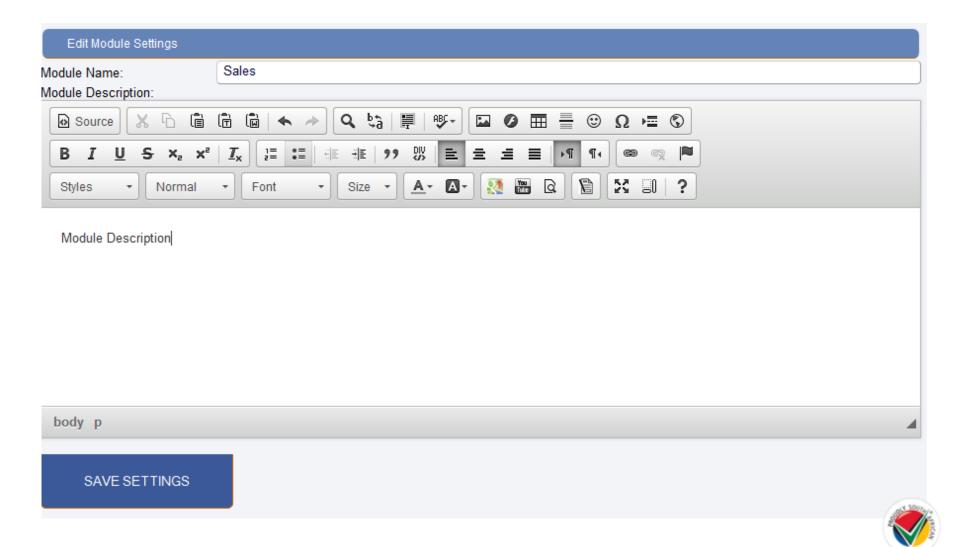


Seating Options





Edit Module Settings



View Tickets Sold

View Print Version

Event: Shop Tickets

Back

* Name & cell and email will only be shown if the details have been filled in.

Purchase Date	Name & Cell*	Email Address	Reference	Ticket Type	Ticket Qty	Status	Actions
2014-10-08 12:53:40	N/A	N/A	54327dac43382kyletesting	Seats A	2	Paid (198.00)	Remove
2014-10-08 12:53:40	N/A	N/A	54327dac43382kyletesting	Seats B	3	Paid (597.00)	Remove
2014-10-08 12:53:40	N/A	N/A	54327dac43382kyletesting	Seats C	4	Paid (2396.00)	Remove
2014-10-08 13:10:31	N/A	N/A	54351be584be0kyletesting	Seats B	1	Paid (199.00)	Remove
2014-10-08 13:04:55	Kyle Mulder - 0824898476	kyle@kwikwap.co.za	refkylet850576	Seats A	3	Paid (297.00)	Remove
2014-10-08 13:04:55	Kyle Mulder - 0824898476	kyle@kwikwap.co.za	refkylet850576	Seats B	1	Paid (199.00)	Remove
2014-10-08 13:04:55	Kyle Mulder - 0824898476	kyle@kwikwap.co.za	refkylet850576 Back	Seats C	2	Paid (1198.00)	Remove



What the website visitor sees

Book training seats

Book your seats for upcoming training



centurion training

Date of training: 12 December 2014 Where: Centurion, Gauteng (address will be provided) For whom: Kwikweb Sales Agents, Kwikweb Consultants, Kwi..

1 Seating Options R50.00 - R50.00

Venue: To be provided after

payment

2014-12-12 07:45 - 2014-12-12 12:15



Centurion Training



Date of training: 12 December 2014

Where: Centurion, Gauteng (address will be provided)

For whom: Kwikweb Sales Agents, Kwikweb Consultants, Kwikweb clients

Cost: R50 compulsary and has to be paid in advance (but commission earning consultants may claim it back)

Time	Training subject	
07:45 to 08:00	Registration and coffee	
08:00 to 09:30	08:00 to 09:30 Learn how to build a Kwikweb Starter Website (Microsites)	
09:40 to 11:00 Overview of Kwikweb advanced zone and New Kwikweb module		
11:10 to 12:00	Sales Training	

Seat Options:

Type of Ticket	Price	Remaining	Quantity
Training12Dec	R50.00	6	1

Add to Shopping Cart

When & Where:

Start Date & Time: 2014-12-12 07:45

End Date & Time: 2014-12-12 12:15

Venue Name: To be provided after payment

Host Details:

Host Name: Peter

Host Email: peterm@kwikwap.co.za

Host Cell: 0765397186

Host

Landline: 0126642426



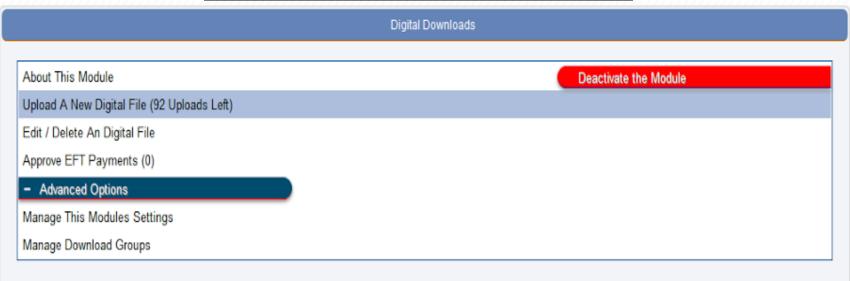
3. Digital Downloads

Sell media files, online books, online music, videos, songs, you name it. You can set a price per book/song/media file. You can also sell an entire "album" or their individual songs. The person buying the media files will receive an email containing a link to download the media files.





<u>Upload a new Digital File</u>



Upload A New Digital File

Allowed file types: gif, jpeg, jpg, png, bmp, pdf, flv, mov, 7z, dmg, gzip, rar, rpm, tar, tgz, iso, psd, pdd, wav, aiff, m4a, wv, wma, aac, mp3, mp2, mp4, csv, 3gp, avi, fla, mpeg, mpg, wmv, zip

Max upload size: 100mb

Choose your digital file:

Browse... No file selected.

This will be the file that gets downloaded after payment (if there is a price set).

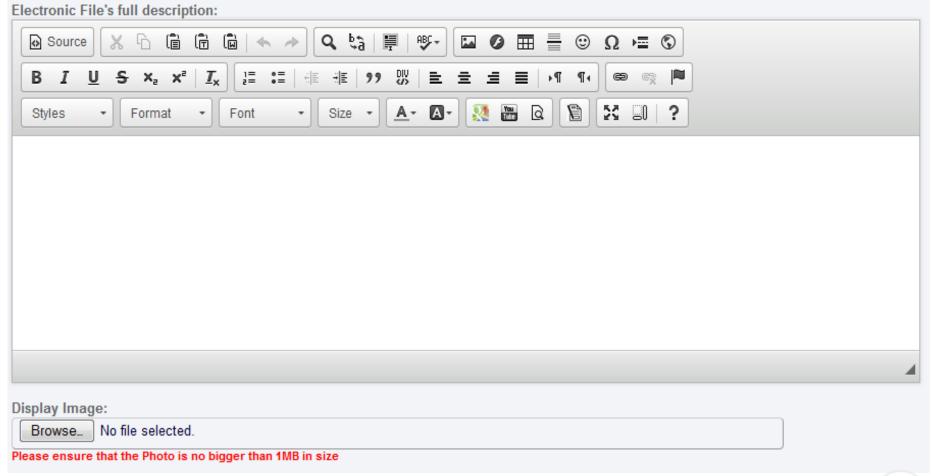
☐ Generate a preview of my uploaded digital file?

Percentage: 20% ▼

- * We can generate a preview based off your uploaded file, only works with audio and video files.
- * You can upload your own preview file in the Additional Options, or use the Additional Resources to cut any mp3 of yours.



Electronic File's Full Description





Pricing and Additional Options

- Ecommerce Pricing Options			
Price:	0.00 *		
Members Price:	0.00 *		
* Please enter the price as follows: 29.99 will become			
- Additional Options			
Choose your digital preview file:			
Browse No file selected.			
* This will be the file that gets displayed on your website as a preview			
* Please ensure that the preview file is no bigger than 2MB in size. * Allowed file types: gif, jpeg, jpg, png, flv, mov, mp3, mp2, avi, wma	mdo mod		
Allowed the types, gir, jpeg, jpg, prig, riv, mov, mps, mps, avr, wha	mea, mpe		
Digital File's short description:			
			.11
Please note this description will be used on your main digi Maximum of 255 characters allowed.	al downloads page. When clicking through th	e main description will show only.	
Assign File to group:			
Click Here		▼	
* For multiple groups, please use the Manage download groups optio	n.		
Select a gallery album to display:			AV 5002.
Click Here		▼	

Additional Resources

Additional Resources (MP3 Cutting Tool)

This tool is to help you cut an mp3 between 2 specified times to use as your preview file without loosing quality. We all hate downloading applications to do a simple task as well!

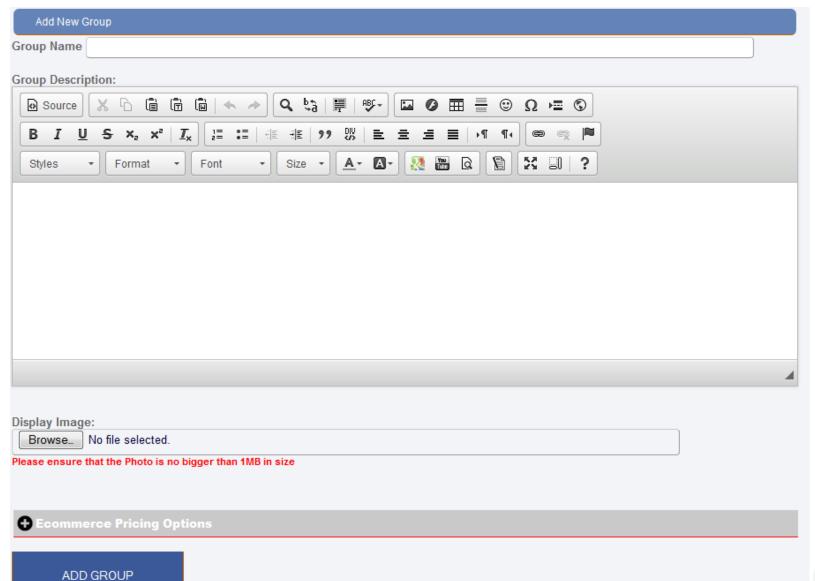
Choose your MP3 by clicking on "Open MP3", once you have chosen the mp3, the software will then read the mp3 to get the times. Once it has finished oading, you can then cut the mp3 by using the arrows at the bottom of the sound wave. When you are happy with it, click the "Cut" in bottom right corner.

The cut mp3 will then be saved to your computer, which you can then use in the "Additional Options" -> "Preview File"





Add a Group





Edit / Delete a group

Edit / Delete A Group

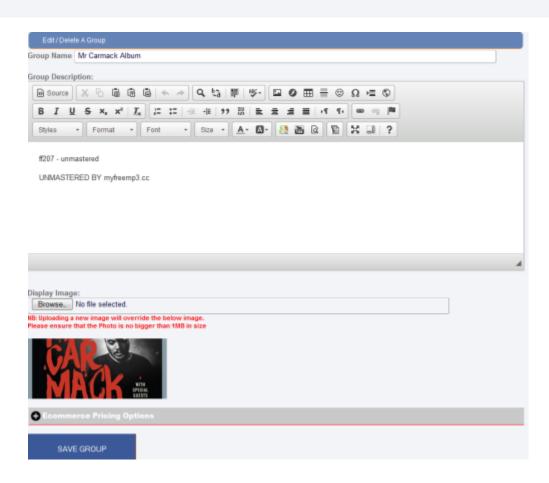
Actions

Group Name No. of Allocated files



Mr Carmack Album 2

Documents & Software 2





Order Your Groups

Order Your Groups

Drag the group into the order you would like them to show

UPDATE ORDER

Mr Carmack Album

Documents & Software

UPDATE ORDER



Allocate Files to a group

Allocate Files To Group Select a group you would like to allocate to: Group: Mr Carmack Album (2 Allocated) ALLOCATE

Allocate Files To Group

Select the files you wish to allocate to the group "Mr Carmack Album" Select All **UPDATE GROUP** File File Name Current Group (if applicable) Type Mr Carmack unMastered MP3 Mr Carmack Album UNMASTERED freemp3.cc MP3 Mr Carmack Album Documents & Software Standard Rental Agreement PDF Font awesome library ZIP Documents & Software ZIP HSQL DB 2.3 None None intro into linux MP4 Mr carmack MP3 None JPG test None



Edit / Delete a Digital File

Edit / Delete An Digital File					
Actions	Uploaded Date	File Name	File Type		
Ø	2014-10-31 08:51:07	test	JPG		
Ø	2014-08-06 10:33:20	Mr carmack	MP3		
Ø	2014-08-05 14:20:28	intro into linux	MP4		
Ø	2014-08-04 13:12:03	HSQL DB 2.3	ZIP		
Ø	2014-08-04 13:10:10	Font awesome library	ZIP		
Ø	2014-08-04 13:09:40	Standard Rental Agreement	PDF		
Ø	2014-08-04 13:03:53	UNMASTERED freemp3.cc	MP3		
Ø	2014-08-04 12:54:28	Mr Carmack unMastered	MP3		



Edit / Delete An Digital File

Generate a preview of my uploaded digital file?

Percentage: Current 0% ▼

- * We can generate a preview based off your uploaded file, only works with audio and video files.
- * You can upload your own preview file in the additional options, or use the additional resources to cut an mp3 of yours.

File Name: test

Without extension

Full Description:



test

Display Image:

Browse... No file selected.

NB: Uploading a new image will override the below image. Please ensure that the Photo is no bigger than 1MB in size

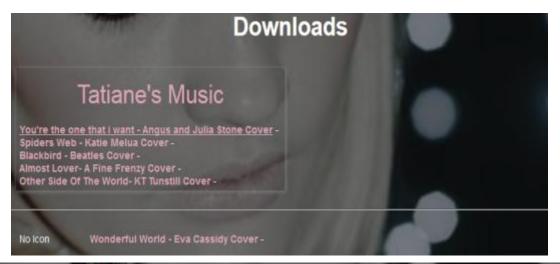


Approving payments

EFT Payments Requring Approval						
Purchase Date	Ref	erence Fu	ull Name	E	mail	Actions
Approved EFT Payments						
Purchase Date	Reference	Full Name		Email	Actions	
2014-11-18 16:01:07	refkylet328392	Kyle Mulder		kyle@kwikwap.co.z	a Resend	Download Link
2014-11-19 12:29:37	refkylet330886	Kyle Mulder		kyle@kwikwap.co.z	a Record	Download Link



What the website visitor sees











Digitale Stukke

Piramide - Deel 1

Download Piramide - Deel 1.mp3 [18.16MB]

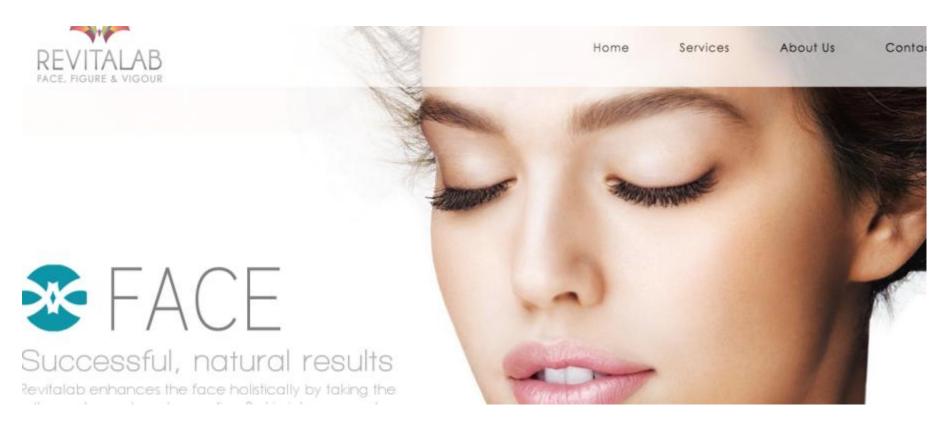
Audio Preview:





4. Background slideshow

Very simple: Load images and it places them as a slideshow on the background





Add A New Background Image (This Will Load Over Any Backgrounds You Have Set Under Design)

PLEASE NOTE: The size of the image will influence the image quality of the background. The image will be stretched to fill the background of the entire website displayed. For example, a small image (250px X 250px) will be very poor in quality as it will be stretched. The larger the image the better the image will display as your websites background. We suggest a minimum image size to be (1024px x 768px) as that is a standard size for monitors etc. and will display correctly. You can however use bigger images if you wish.

Maximum file size is 2MB

Image: Choose File No file chosen

ADD IMAGE

Current Background Images

Action	Thumbnail
⊗	
⊗	



5. Accommodation Booking System

In this module you can list your establishments accommodation options. There are season rate options, standard rate options and single or double room options.

This module also has payment functionality via the payment gateways.

There is also a live booking calendar to view in the front

end and back end of the module.





Manually add Accommodation

ar Rating:	Please select ▼	Aircon:	Yes, No
commodation Name:		Bedrooms:	1, 2, 3 Sleeper couch in lounge etc
ccommodation Type:	Cottage, House, Loft etc	Lounges:	1,2,3
eck In:	10:00am	Bathrooms:	1, 2 Outdoor shower etc
eck Out:	13:00am	DSTV / TV:	Yes / No / Bring own card
cation	Overberg, Cape Town or A1, A2, A3 etc NB* Listings sort order	Braai Area:	Yes / No / Indoor / Outdoor
eeps:	4 Adults, 2 Children etc	Pool:	○ Yes ● No
f Catering or B&B:	Please select ▼	Serviced:	○ Yes No
		Security:	○ Yes No
		Pet Friendly:	○ Yes ® No
scription:		Near by activities / facilities:	Activities near by Fishing, Hiking, biking etc
			A



Update existing Accommodation

Add New Accommodation

Update Existing Accommodation

Update Accommodation Owner Details

Bookings Calendar - Full Overview Of All Bookings Made

Check Booking Details - Individual Bookings And Payment Details

Add Bookings - Add A Booking Manually

Booking Payment Options - Choose Your Booking Payment Options And Text To Display After Booking Has Been Submitted.

Other Options

Set as members only module: No

	Property	Pictures	Property Description
Z ′⊗	Tarrange Lodge BF02		Accommodation Type: Guest House Location: Self Catering or B&B: Bed and Breakfast
	Mofam BF5		Accommodation Type: Cottage Location: Self Catering or B&B: Camp Site
Z ′⊗	Villa Sunshine BF6		Accommodation Type: Villa Location: Bantry Bay Self Catering or B&B: Self Catering
Z ′⊗	Panorama Guest House BF7		Accommodation Type: Guest House Location: Panorama Self Catering or B&B: Bed and Breakfast
Z ′⊗	Lekkerwijn Country Guest House BF8		Accommodation Type: Guest House Location: Overberg Self Catering or B&B: Self Catering or Bed and Breakfast

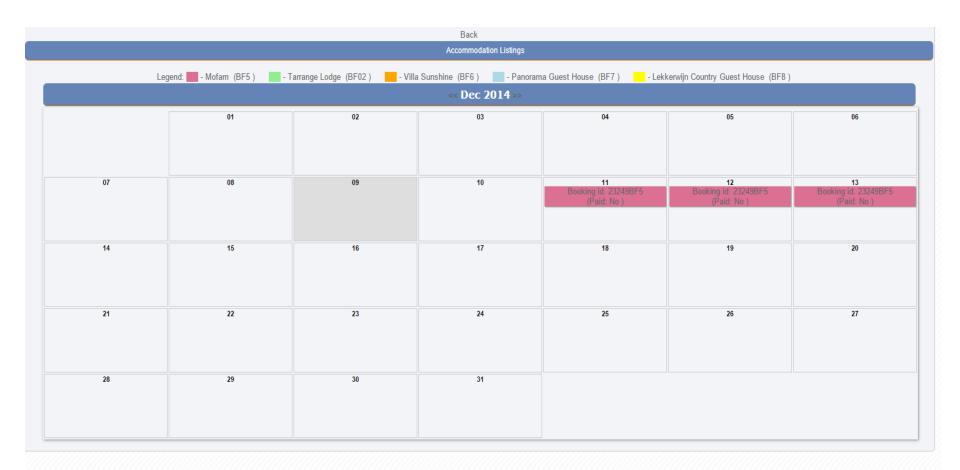
Update Accommodation Owner Details

Add New Accommodation
Update Existing Accommodation
Update Accommodation Owner Details
Bookings Calendar - Full Overview Of All Bookings Made
Check Booking Details - Individual Bookings And Payment Details
Add Bookings - Add A Booking Manually
Booking Payment Options - Choose Your Booking Payment Options And Text To Display After Booking Has Been Submitted.
Other Options
Set as members only module: No

	Update Accommodation Owner Details												
		Property	Property Details	Name	Cell	Email	Notes						
Ø	· (®	Tarrange Lodge BF02	Accommodation Type: Guest House Location: Overberg Self Catering or B&B: Bed and Breakfast	James	086514585	other@webmail.com	No extra comments						
Ø	· / ③	Mofam BF5	Accommodation Type: Cottage Location: Overberg Self Catering or B&B: Camp Site	Sharon	0832674938	test@test.com	More cabins available						
Ø	(*)	Villa Sunshine BF6	Accommodation Type: Villa Location: Overberg Self Catering or B&B: Self Catering										
Ø	•	Panorama Guest House BF7	Accommodation Type: Guest House Location: Overberg Self Catering or B&B: Bed and Breakfast										
Ø	· (®	Lekkerwijn Country Guest House BF8	Accommodation Type: Guest House Location: Overberg Self Catering or B&B: Self Catering or Bed and Breakfast										



Accommodation Listings





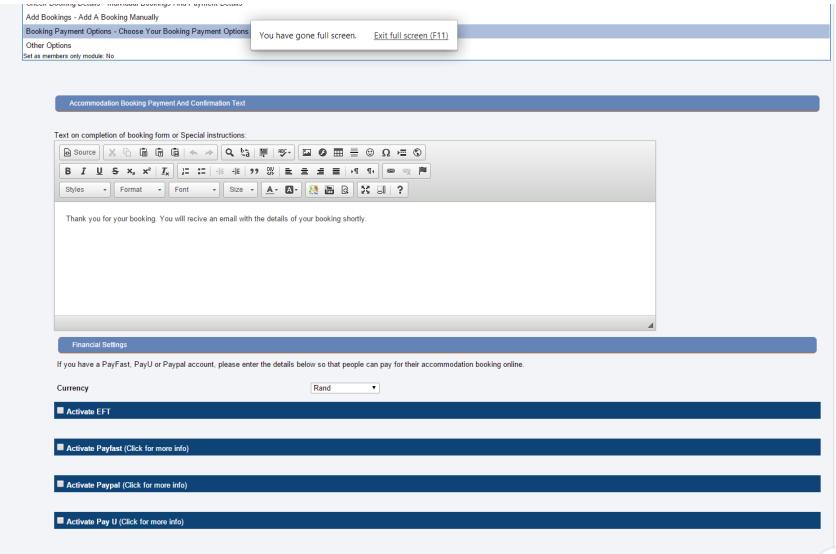
Add Bookings

eck Booking Details - Individual Bookings	And Payment Details										
Bookings - Add A Booking Manually											
ring Payment Options - Choose Your Bo	ooking Payment Options	And Text To Displa	ny After Booking Has	Been Submitted.							
er Options											
s members only module: No											
		Bookings Per Accommodation									
	- Mofam (BR	Legend: - Mofam (BF5) - Tarrange Lodge (BF02) - Villa Sunshine (BF6) - Panorama Guest House (BF7) - Lekkerwijn Country Guest House (BF8)									
				« Dec 201	4 >>						
		01	02	03	04	05	06				
	07	08	09	10	11	12	13				
	07	06	09	10	Booking id: 23249 BF5 (Paid: No)	Booking id: 23249 BF5 (Paid: No)	Booking id: 23249 BF5 (Paid: No)				
	14	15	16	17	18	19	20				
	21	22	23	24	25	26	27				
	28	29	30	31							
Add Booking											
Add Booking											
	O Villa S	○ Villa Sunshine									
	○ Tarrang	ge Lodge									
	O Panora	ma Guest House									
	O Mofam										
	O Lekken	○ Lekkerwijn Country Guest House									
Date of Arrival:	dd/mm/yy	dd/mm/yyyy dd/mm/yyyy									
Departure Date:	dd/mm/yy	yy dd/mm/yyyy									
Name and Surname:											
Cell:											
Email:											
Adults:											
Children:											
Total due:											
NI:ba											

Rates and Images

Rates And Images Dates Child Rates pppn Adult Rates pppn Start Finish Weekend Week Days Weekend Week Days (dd/mm/yyy) (dd/mm/yyy) R R R R Low Seson dd/mm/yyyy dd/mm/yyyy R R Mid Seson dd/mm/yyyy dd/mm/yyyy R R R High Season dd/mm/yyyy dd/mm/yyyy R R R R Peak Season dd/mm/yyyy dd/mm/yyyy Per Night Per Unit (This will over write all other prices listed above, if any.) Flat Rate Per Night R Single Room Rate R Per Night Per Unit for one person (This will over write all other prices listed above, including the standard rate.) Double Room Rate R Per Night Per Unit for two people(This will over write all other prices listed above, including the standard rate.) Please ensure that the Photos are no bigger than 1MB in size each. We recommend photos which are 800px Add Photo: Choose file No file chosen Add Photo: Choose file No file chosen Add Photo: Choose file No file chosen Choose file No file chosen Add Photo: Choose file No file chosen Add Photo: Add Photo: Choose file No file chosen Choose file No file chosen Add Photo: Owner Details (If Applicable) If you do not own the establishment and would need to contact the owner of the listing please fill in their details here. They do not get an automated email about their property booking. Name: Email: Notes: Cell: ADD PROPERTY

Booking Payment Options



■ Tick here if you'd also like to receive an SMS when a client makes an enquiry from your site. The cost of the sms's (0.25c each) will be added to your monthly bill.



Check Booking Details

Add New Accommodation

Update Existing Accommodation

Update Accommodation Owner Details

Bookings Calendar - Full Overview Of All Bookings Made

Check Booking Details - Individual Bookings And Payment Details

Add Bookings - Add A Booking Manually

Booking Payment Options - Choose Your Booking Payment Options And Text To Display After Booking Has Been Submitted.

Other Options

Set as members only module: No





What the website visitor sees





Availability | Bookings

Filter Results:

Show All Rooms

Self Catering

House 1 - 01 - Accommodation - Bluff, Durban Luxury Double Storey House





Check-in: 14:00 Check-out: 10:00

Rates: R2650 pn

Description:

Facilities:

Bedrooms: 4 Bathrooms: 3 DSTV: Yes

Aircon: No Security: Yes Pet Friendly: No Sleeps: 8 Lounges: 1 Braai Area: Yes Pool: No

Serviced: Yes

Near by: Public pool, restaurants, fishing, golf



Booking Calendar

<< Dec 2014 >>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17 (Booked: Paid - No)	18 (Booked: Paid - No)	19	20
21	22	23	24	25	26	27
28	29	30	31			

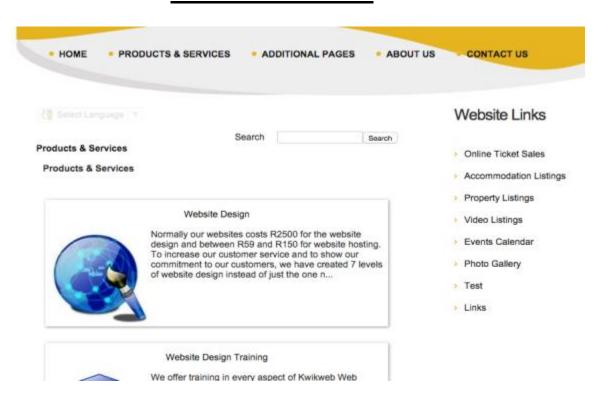
	Booking Form
Arrival Date:	
Departure Date:	
Name and surname:	
Mobile no:	
Email:	
Adults	Please select ▼
Children	Please select ▼
Questions or comments:	
Please calculate the following and enter the answe	r below: 2 x 30 + five = ?



6. Branches module

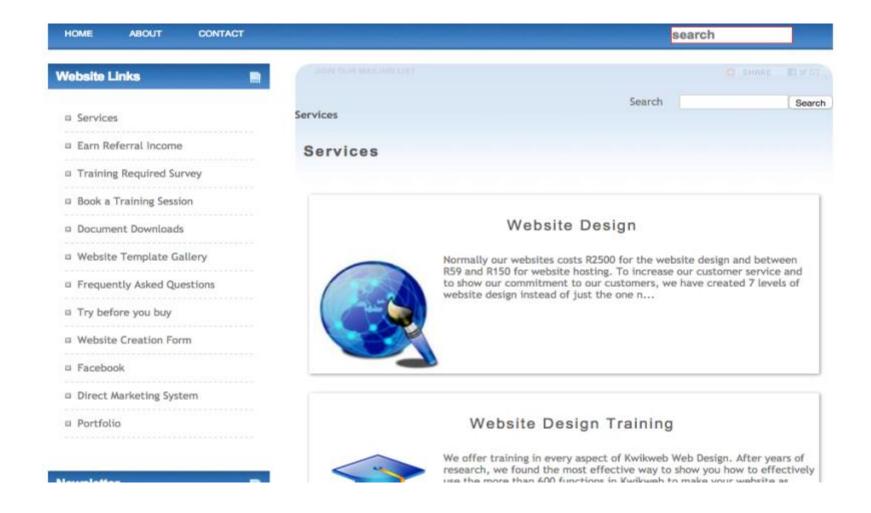
The branch Module will allow you to link the content on your website to another website. Using this module you will be able to display the services, prices and other modules on your website which is then maintained by another website (from head office for example)

Main Website



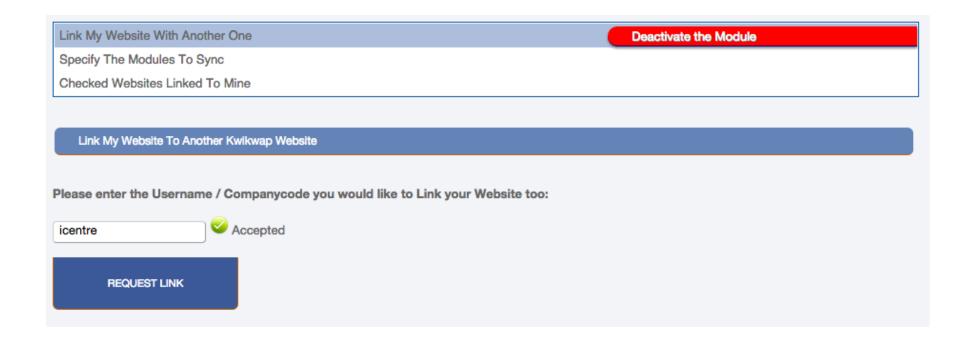


Branch Website





Link website with another website





Specify modules to sync

Link My Website With Another One	Deactivate the Module
Specify The Modules To Sync	
Checked Websites Linked To Mine	
Link Modules From Icentre To My Website	Import Design From Icentre To My Website
Please select the available modules below to sync on your website. Please note that you will not be able to edit the items within the modules as only the main site holder has access to them.	Please note that by clicking the below button your design will be overwritten completely. Once the import has been completed you can edit the design from there. The design you edit will not affect the design of the "host" site, it will only make changes to yours.
 ✓ Services (Will include eCommerce if active) ☐ Home Page (Only Custom Text) ☐ Home Page Slide Show ☐ Animated Logo Banner (logoBanner) 	IMPORT DESIGN
UPDATE MODULES	



7. Homepage generator

Choose a Home Page Design

Step 1: Choose your Home Page Design

By making use of the below options we will generate a page for you with custom designed boxes that will link to your content directly. Please customise your box to fit into the rest of your website design. This page can be regenerated as often as you like, and if you want to remove it click here and edit your home page content.

Design Options		Sample Of The Home F	Pages Boxes	
Main Background Color:	#111111	Product 1	Product 2	Product 3
Main Shadow Color:	#888888	Z I I I I MUZI	short in the	
Text Color:	#000000			
Text Shadow Color:	#b9b9b9		*	
Would you like rounded edges for the	ne blocks?			
Yes		Product 4	Product 5	Product 6
○ No				of the same
Where would you like the buttons to	display on your Home Page?			1
Replace my Home Page Content				
Put the boxes Above my Current (-
Put the boxes Below my Current (Content			

Choose Boxes to display on the Home Page

Step 2: Choose your Boxes to Display on your Home Page

Please choose the boxes below by CLICKING on the ones you WANT to display on your home page. They will automatically dissapear from the page leaving you additional options.

Please choose them in multiples of 3 to have the best display on your websites home page.

You have selected: 0

Decoupage Egg Range



Decoupage Candles Ra..



Decorative Range



Range of Color



Scrimshaw Ostrich Eg.,



Curio Range

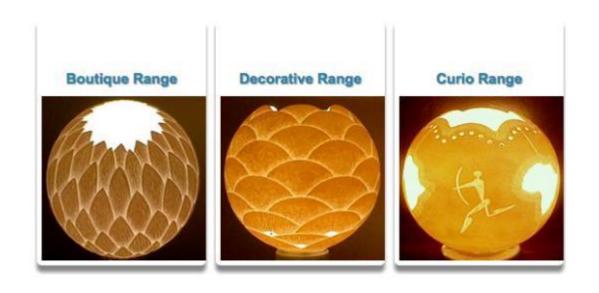




What the website visitor sees



WITH OUR HAND CARVED OSTRICH EGG LAMP SHADES And Ostrich Egg Art





8. Contact Form in Editor

Add the contact me form to any text area



g	Please enter your details so we may contact you!
	Your name:
	Mobile no:
	Your email address:
	Comments:
its	
al	
	If you are human, please leave this blank: This is to prevent spam
ole	Send
n	
5%.	
d to	



9. Useful websites and Online Tools

Useful Websites And Online Tools

Website Address	Description of Website
http://www.site24x7.com/check-website- availability.html	To see if a website is available from a certain country
http://mxtoolbox.com/	Various tools available for example: 1) see on which server mails are hosted 2) check if a domain is blacklisted and many others
http://www.whatismyip.com/	To check what your IP address is of your current internet connection (modem). That could be useful if a certain connection has been banned from accessing the servers (to prevent hacking we ban multiple incorrect attempts)
http://tools.pingdom.com/ping/	To test ping and traceroute (Traceroute is a utility that records the route (the specific gateway computers at each hop) through the Internet between your computer and a specified destination computer.)
http://tools.pingdom.com/fpt	Check the website speed, in overall. Can also view the individual files loading that takes long.
http://www.hidemyass.com/	This site hides your IP address so you can use it to check if a website is definitely displaying or not (if not displaying in normal browser)
http://www.emailhelp.co.za	Email support: how to set up an email address. Troubleshooting
https://www.registry.net.za/accredited_registrars.php	Accredited Registrars on the New COZA Registry
https://www.registry.net.za/whois/	To check domain details and availability for .co.za domains
http://www.isitdownrightnow.com/	Checks if a website is really down
http://isup.me/domain.com	Quick way to check if the domain is really down to the outside world. Much shorter name to remember than isitdownrightnow.com
http://www.ammyy.com/	Remote desktop software that enables someone else to control your computer. Your IT technician no longer needs to do a site visit to fix yo PC.
https://developers.google.com/speed/public-dns/	Google public DNS setup - speed up your browsing experience, improve your security & get the results you expect!