Vendor's Manual

Membership:

1. To become a member follow this link : https://songneeds.com/membership/
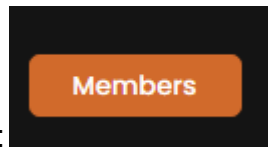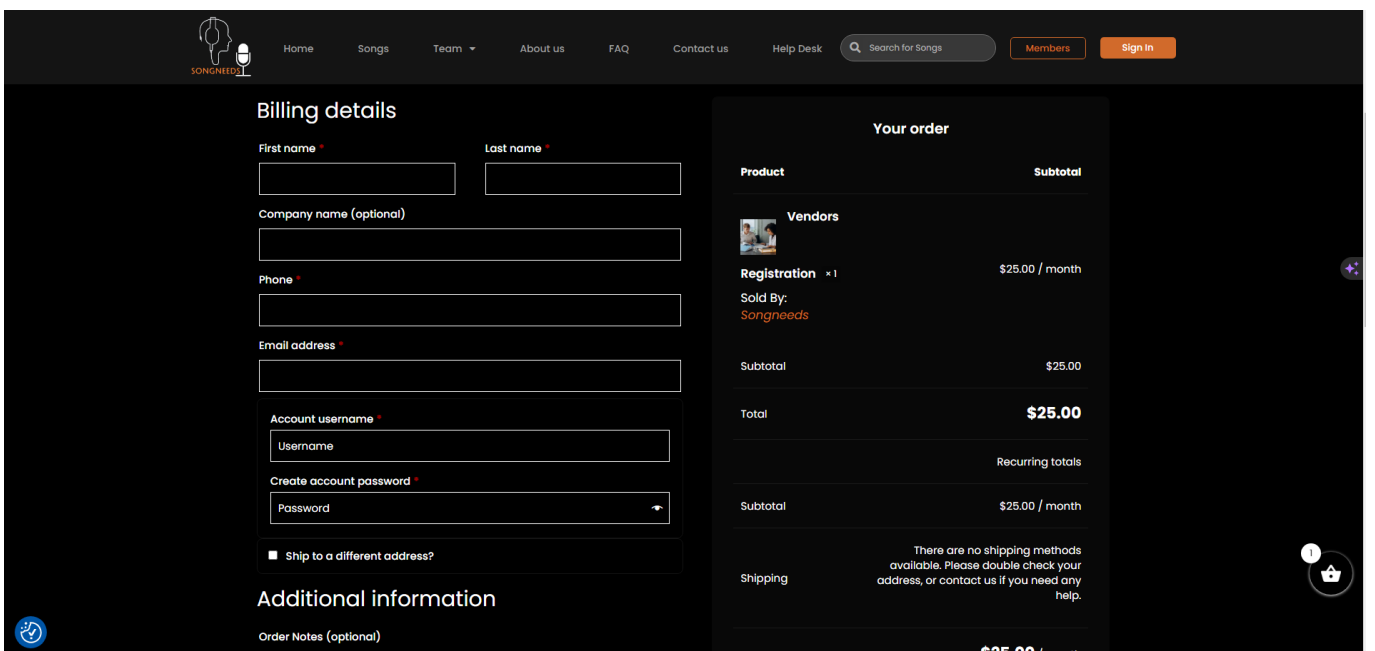

Or click on this button: located at the right top of the menu

2. Now scroll down on page and click on "Buy Now' (BECOME A VENDOR TODAY!)
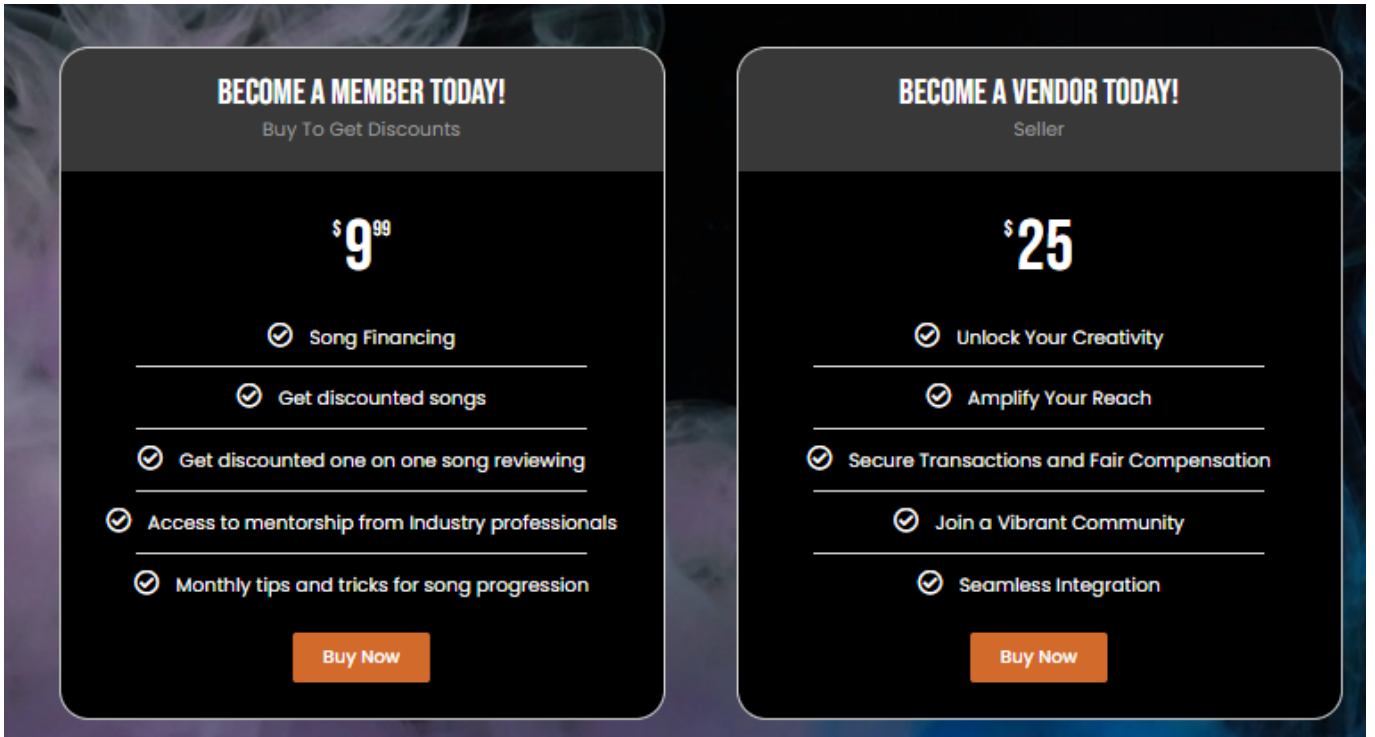
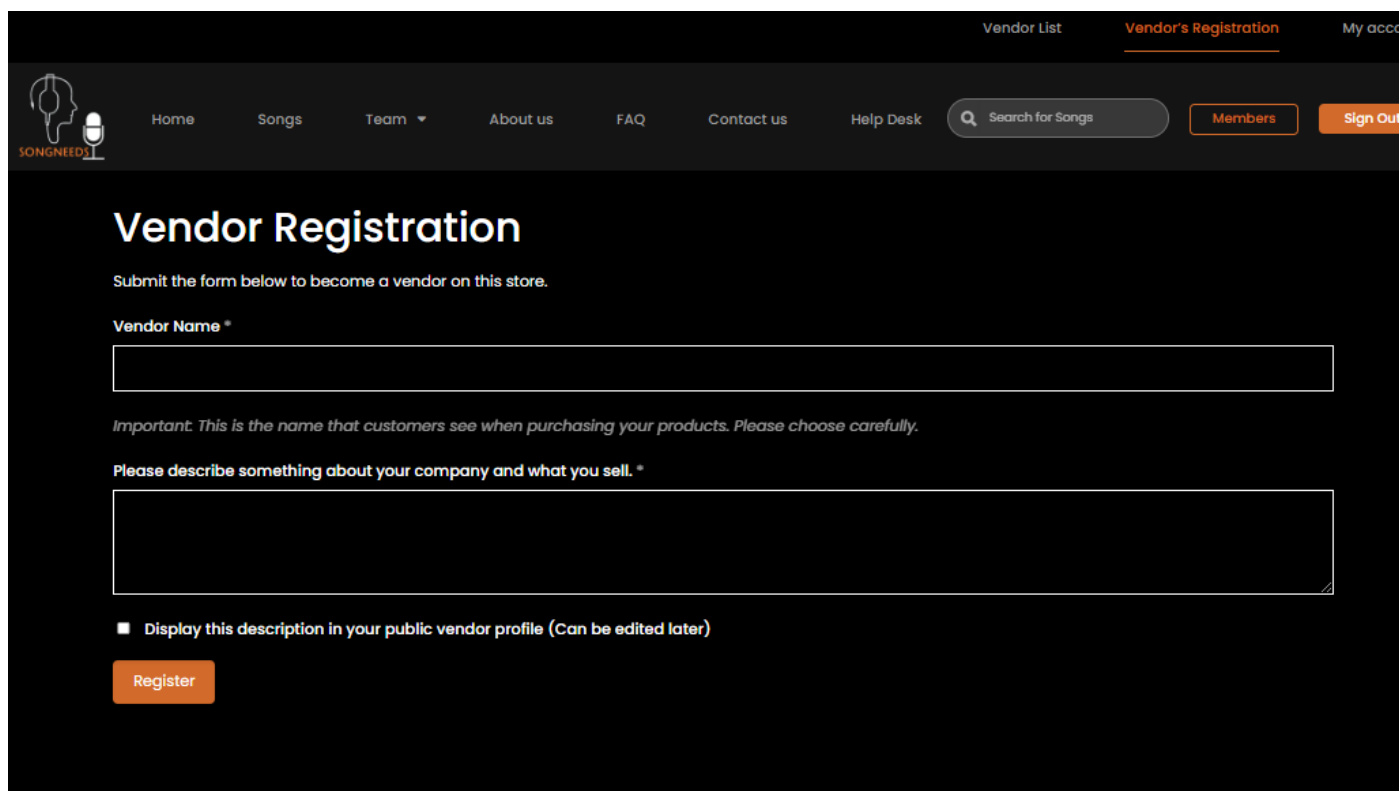3. You will be redirected to "Checkout Page"
   Fill up your information:
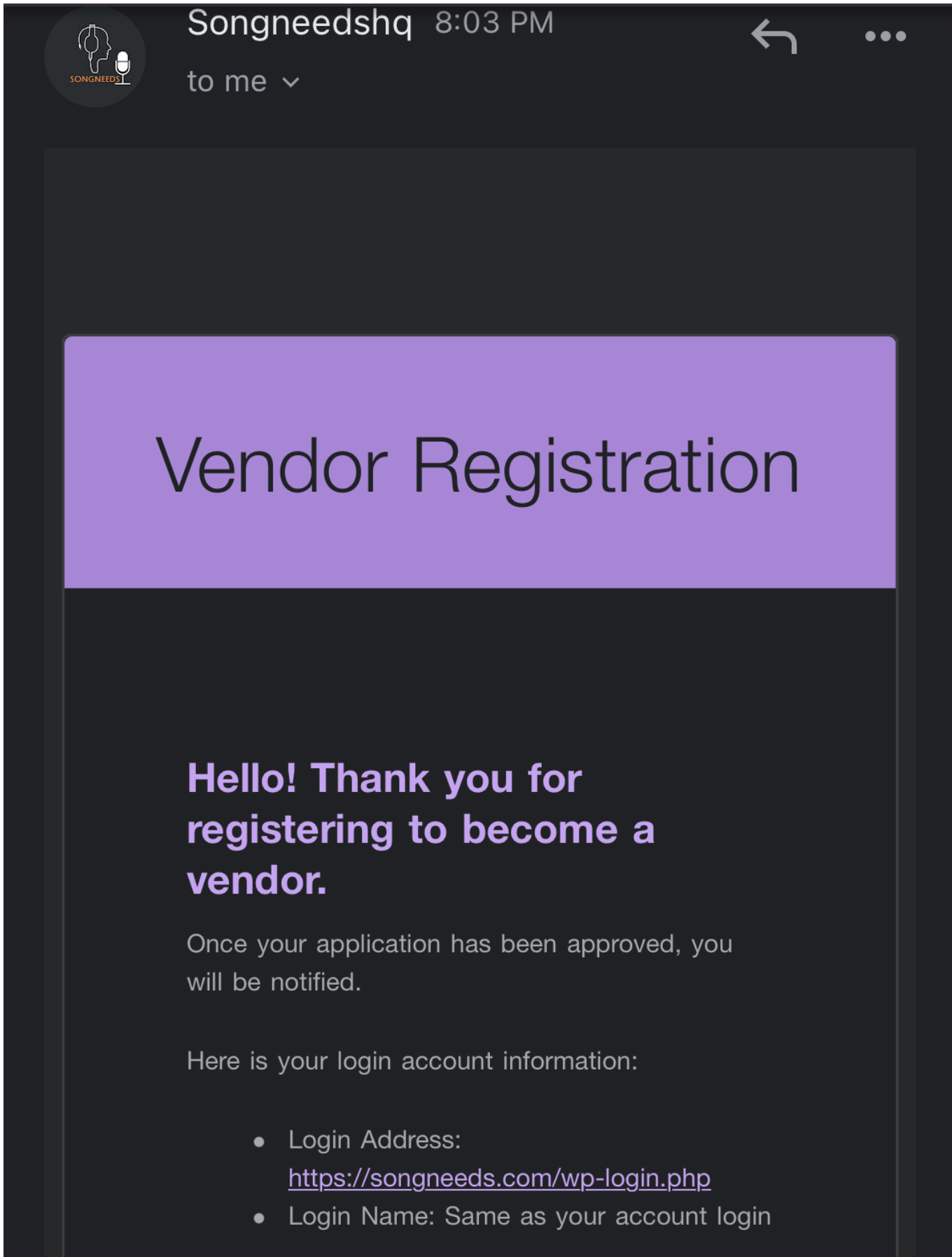
*Must remember your Username and password

4. After successful checkout there will be a new menu "**Vendor's Registration**" at the top right of the header (only visible to the members)

5. After registration an email will be sent to the vendor having a notification of his registration which is being approved.

After admin's approval, vendor will receive another email containing it's approval information:
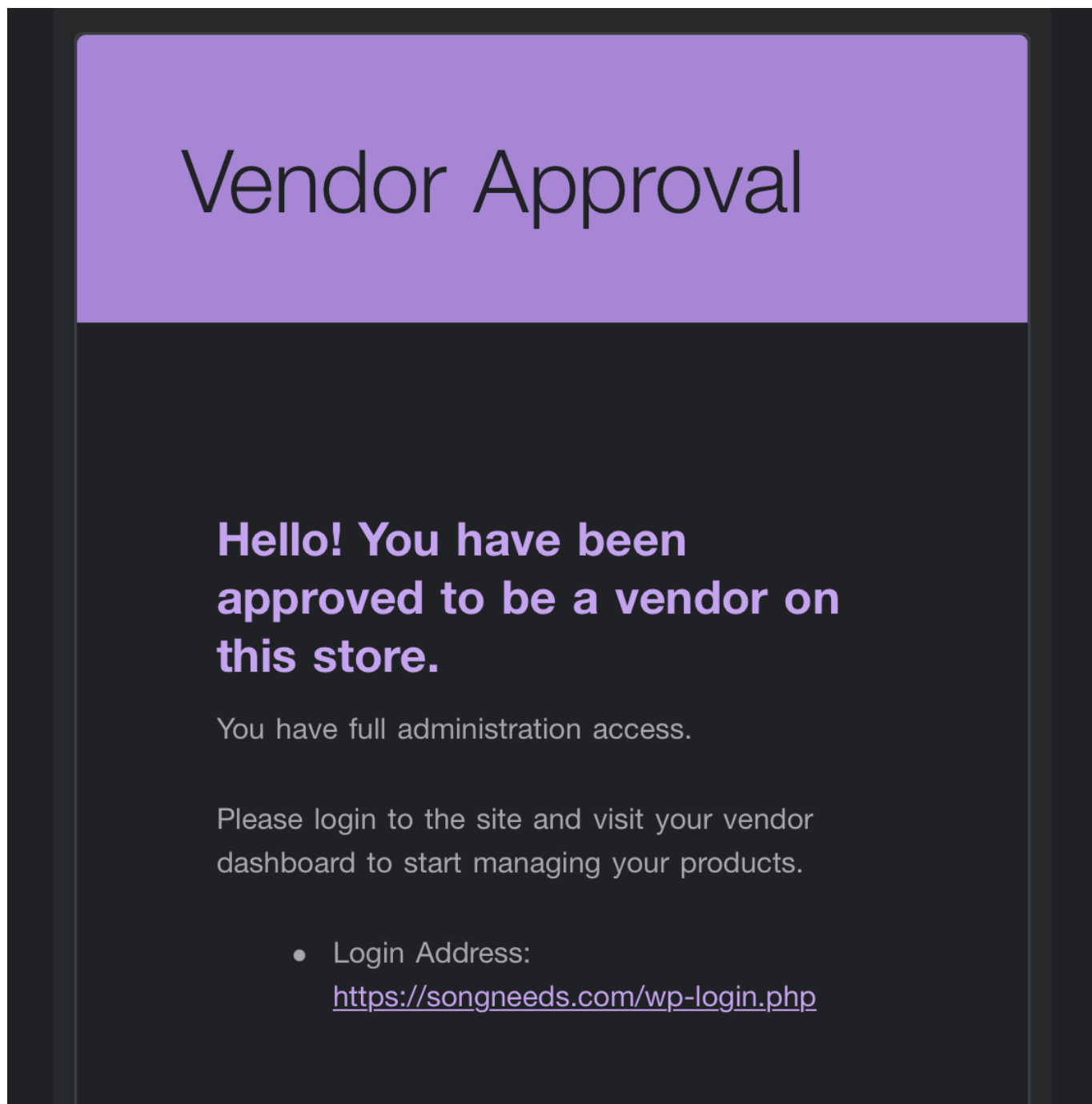
6. Now follow the link (Login Address) to login to your account:

7. Enter your details that you have entered at checkout page:
8. After successful login you will be redirected to "My account" page:
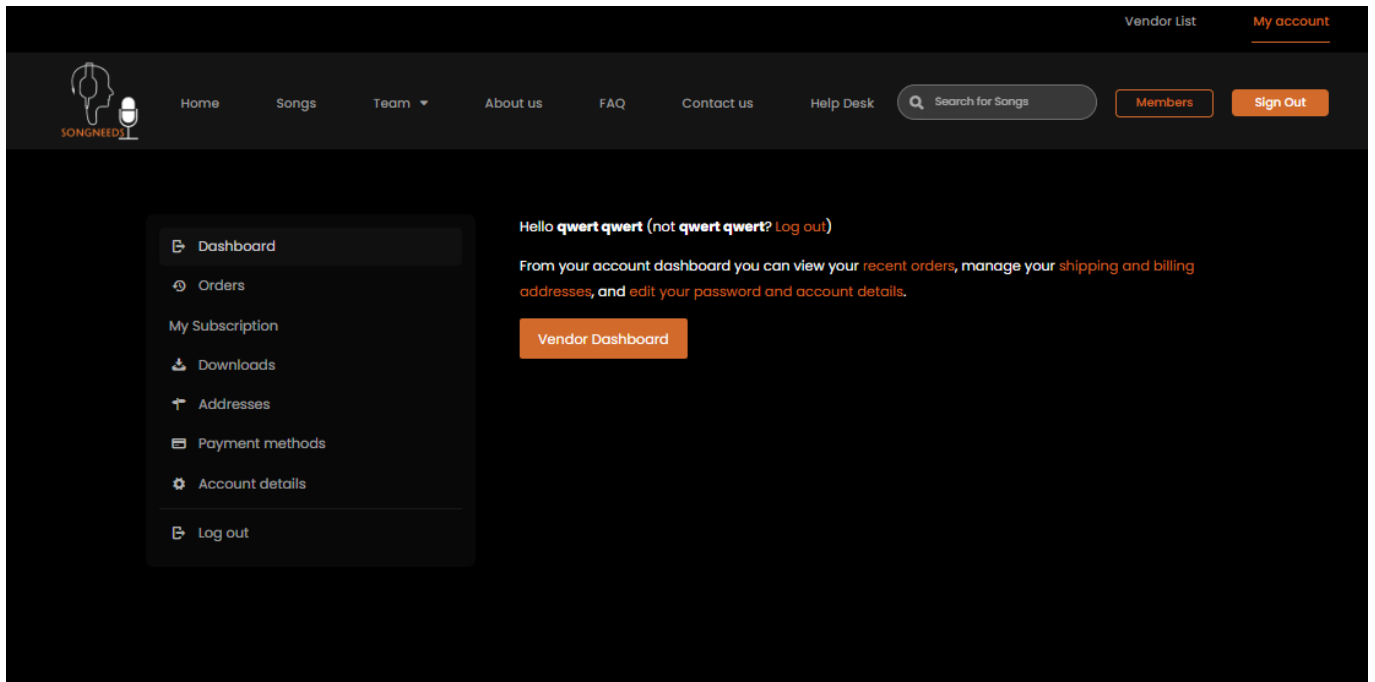
9. Now click on Vendor's Dashboard Button in order to access dashboard:
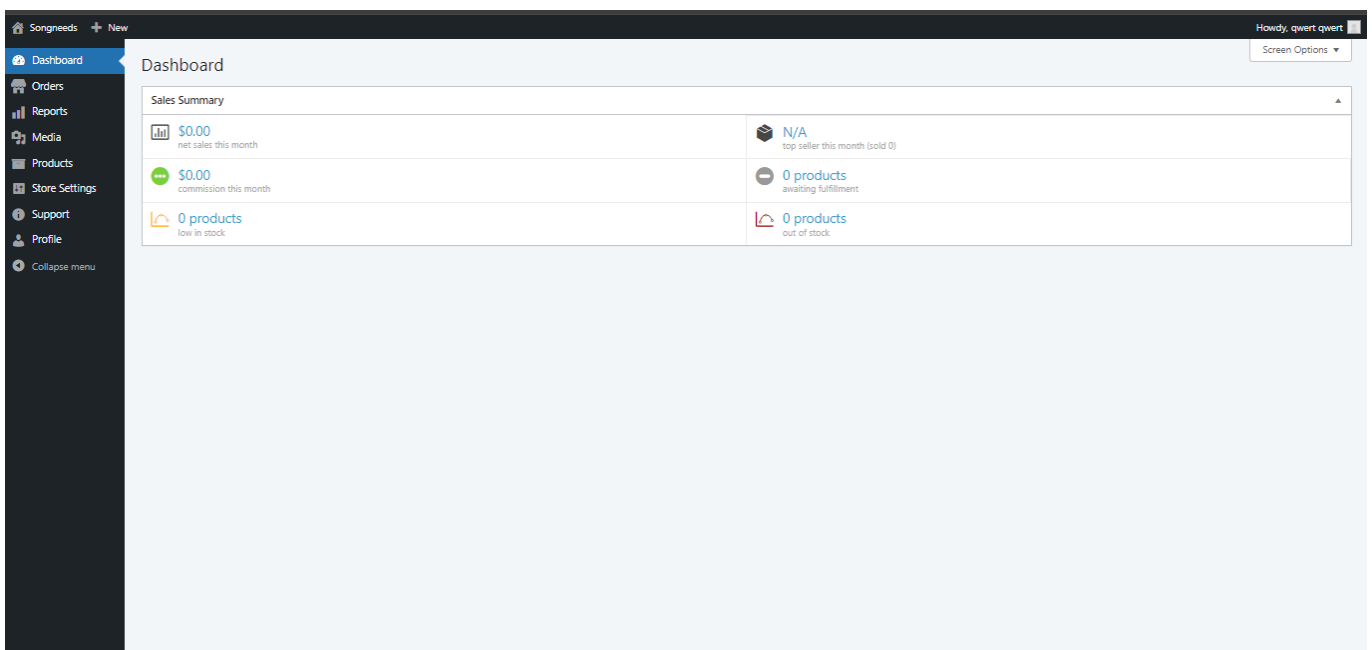
Here you can access your store, manage the products from the left Panel having all the options

10. You can add products by the products tab:

How to Upload Product :

Here you can add product name and description.

Ignore the following parts.
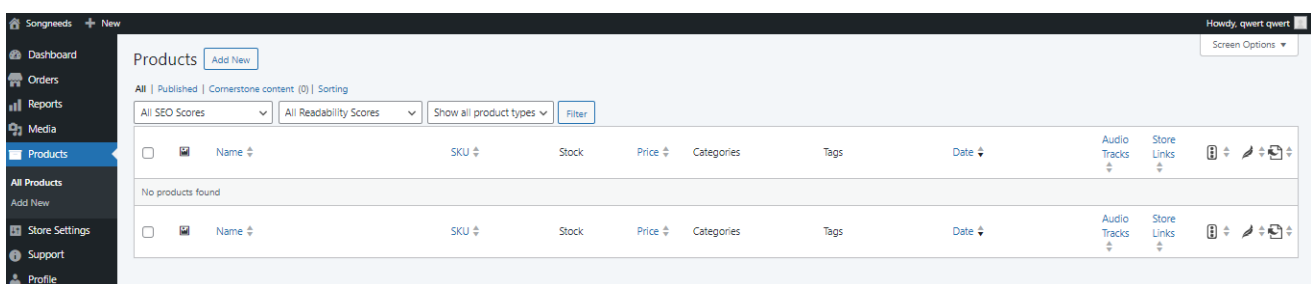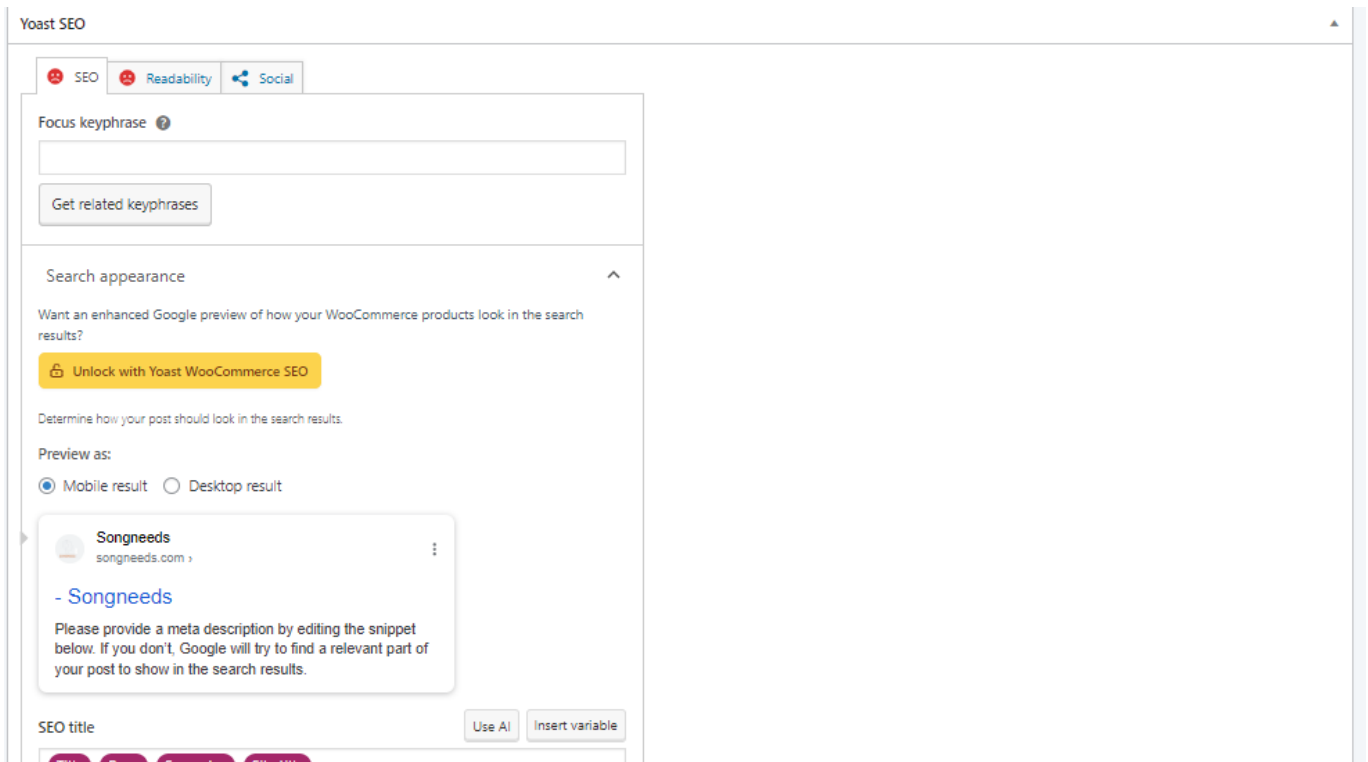
After that you will come to the Product Data tab. Now create a downloadable product by checking the "Downloadable" option on the top of the tab. So the customers can download your songs after buying the product.
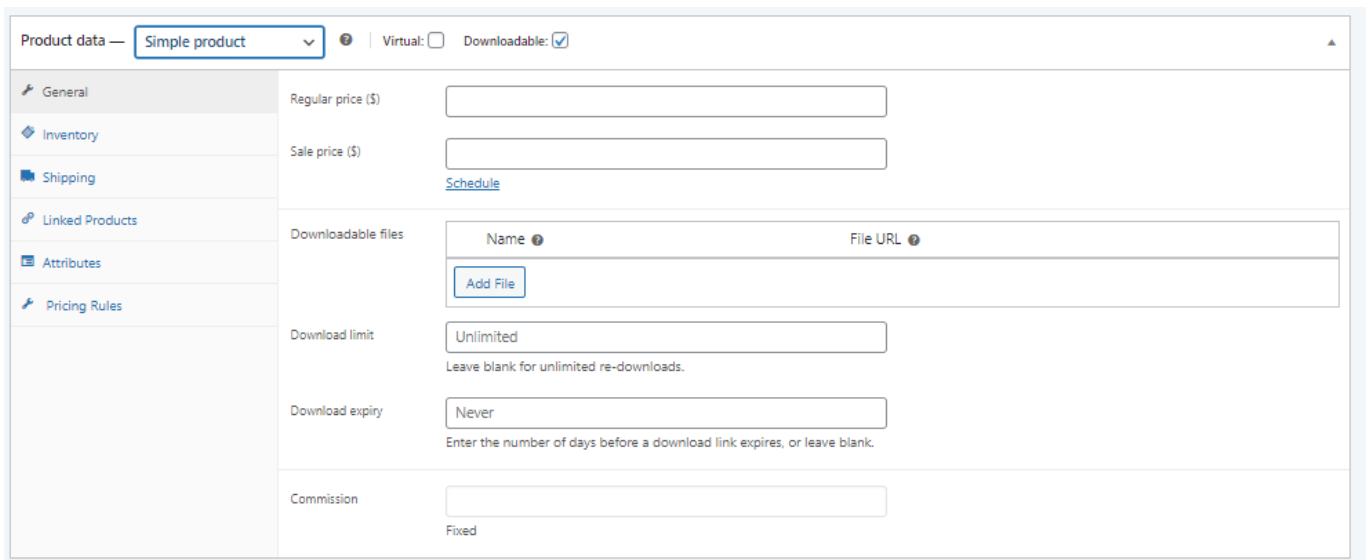
Note:
- You can add your pricing in field of "Regular price ($)".
- You can add your song files (mp3, lyrical, instrumental) in "Downloadable files" option by clicking on "Add File" button.
- You can also limit your download. (Restrict the user for multiple downloads)

After clicking on "Add File" button. Enter the name of your song and upload the song file by clicking on "Choose file" button. You can add more files by clicking the "Add file" Button.
Multiple files can also be added by following the same steps.

On Playlist Content tab, Songs can be added that can be played on the site (On Product Page).

Example:

Note:
- From MP3 File tab, the uploaded songs can be played on the site.
- Track Information can also be added, Track Image.

Tracklist

TRACK 1   ✕ ▲

Source File   Local MP3 ▼
                         Please select which type of audio source you want for this track

  ⌞ MP3 File   Recommended Format: MP3 file encoded at 320kbps with sample rate of 44.1kHz   Add or Upload File

Optional Track Information

BPM, Hashtag, Description, etc. Will appear below track title in the playlist.

Optional Track Image   Add Image

Lyrics/Karaoke file (.ttml)   Add or Upload File
                         We support Timed Text Markup Language (TTML). You can generate your .ttml file here. Fun & Easy! Learn More

Optional Call to Action   1

                         ⊘
                         ▼

                         Label   Display Label
                                                        Default (See General Settings) ▼
                         Eg: Spotify, SoundCloud, Buy Now   Make sure playlist is wide enough to display the label

                         Action
   Link Url ▼
                         Link URL   Open in New Window?
                                                        Yes ▼

                         Add Call to Action

  ▲   ▼   Remove Track

Add Another Track

External Links Buttons   1

                         Select Icon
                         ⊘
                         ▼

                         Label

                         Display Label
                         Default (See General Settings) ▼

                         Action
                         Link Url ▼
                         Link URL   Open in New Window?
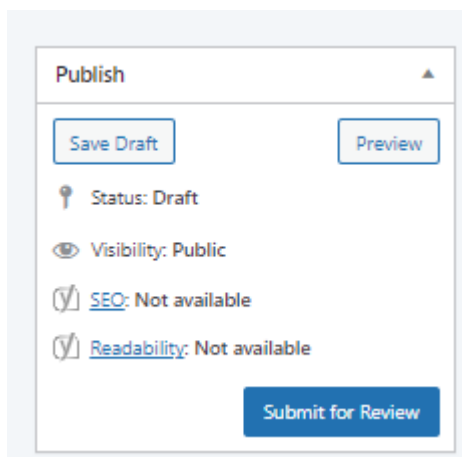   Yes ▼
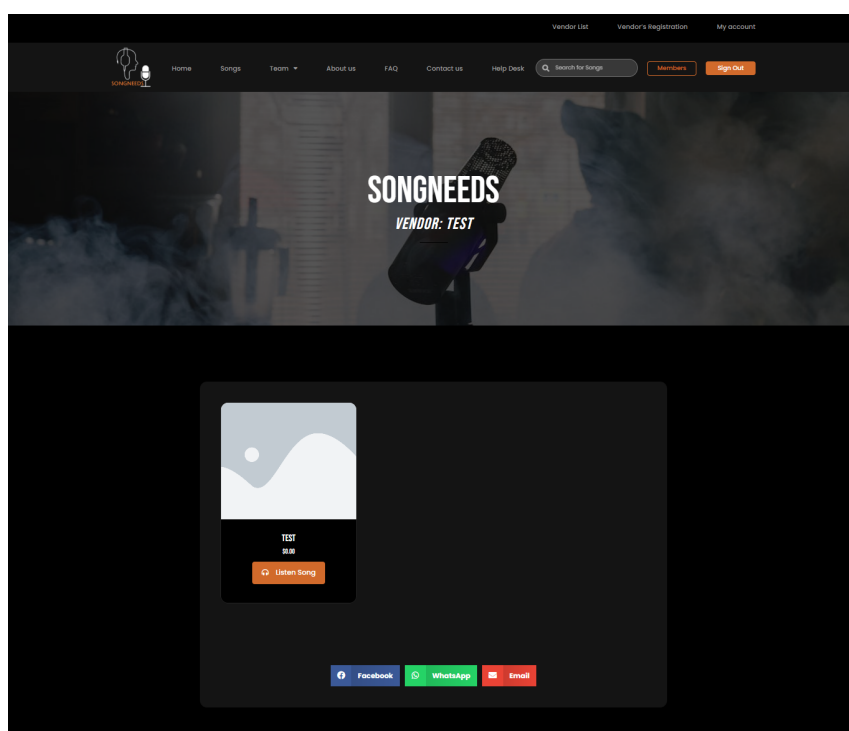
                         Add Link

On the right side panel of the page you will find "Product Image and Product gallery" options where you can add your product image or gallery.
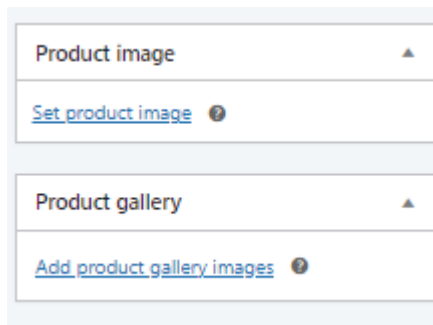
After adding all the information. Submit your product for admins approval. By clicking on "Submit for review" button on the Publish tab on the top right panel.

Once your product is approved by admin it will be published and can be seen by visitors on vendors page.

Thank you!