

NOTE!

The application takes approximately one minute to fully load and become responsive upon startup.

MAIN MENU / HOME

In the Main Menu/Home of the app, located at the middle bottom section of the screen, you can find sections that provide updates on your SMS credit balance, bookings, unprocessed jobs, completed jobs, and invoices.

F₽S	
For Free Solitanes Hello Joy Perez Basic Plan	
Home	GREENING2
Configurations	
Service Type	
Service Personnel	
Customer	Job Completed not
Company	Invoiced Today's Progress
Business Details	
Referral Type	
Coupons	Low SMS Credit Warning
SMS Credit	Booking Calendar
Rebook Interval	
Current Plan	Unprocessed Jobs (1)
Security ^	Completed Jobs
Change Password	
Version: 1.0.0	

LOW SMS CREDIT WARNING - It provides real-time updates on your current SMS credit card balance

BOOKING CALENDAR

"This section allows you to schedule bookings for both your services and your customers".

UNPROCESSED JOBS

"This section provides flexibility in assigning jobs to specific companies and selecting preferred customers to work with. It also includes options to set the service date."

COMPLETED JOB

Here is the record of the jobs you have successfully completed.

INVOICES

Here is a detailed history of all the transactions you have completed Service Type



SERVICE TYPE

This is where you can add all services you offer.

-To add service type, simply click on the "plus" Icon at the bottom right.



F	Service Type	۹
Hello Noah Smith Silver Plan	Bigger Lawn Mower Image: Clean Job Lawn Mower Image: Faster Lawn Mowing \$70 /Per Hour \$70 /Per Hour \$70 /Per Hour	-
Home Configurations	Fertilizing \$50 /Per Hour Add Image Add Image Irrigation \$200 /Per Hour	~ 1
User Details Customer Company	Lawn Mowing S50 /Per Hour Choose colour heading Choose colour heading Choose colour heading Choose colour heading	
Business Details A Referral Type Coupons SMS Credit	Service Name*	
Rebook Interval Current Plan Security	Fixed Price Cancel Add	
Change Password Version: 1.0.0		•



USERS

Allows access for a user. You can add additional user privileges. As a main admin you have access to all.

Note! You need to upgrade to silver and above subscription level. You can do this from the app once logged in.

• To add more user, simply click the orange button located in the bottom right corner of the screen.

< User Details		
	Email : sikju943@gmail.com First Name : Nah Last Name : Smth Last Access : 06/08/2024 04:00 PM	Main Admin



COSTUMER

Here's your customer list, your customer data base. You can change and update from this page.

To add additional customers to your list simply follow the instructions given bellow.

• *Click the orange button at the bottom right.*

F	Customer		۹ :
For Free Soltrace Hello Noah Smith Silver Plan		Alexander Wright 0410425757	
Home		Daniel Green	
Configurations		024634187	
Service Type		Emily Walker	
User Details		027427842	
Customer		Joy Perez 0451356475	
Company			
Business Details		Lincoln Foster 054346155	
Referral Type		Logan Torres	
Coupons		064415684	
SMS Credit		Turne Million	
Rebook Interval		084616841	
Current Plan			
Security ^		Mia Gracia 041467514	
Change Password		Naomi Morris	
Version: 1.0.0		יינגודישוניט	



< Add Customer		8
	Blacklisted ①	
	Count Holder	
	Client has an approved account Business Name	
	Australian business No.*	
	Last Name*	
	Mobile No* Email*	
	Address*	
	Suburb*	

• You then select whether the customer represents a business or is an individual.

- Next, you'll need to provide all the necessary information needed to continue.
- All red highlighted areas are compulsory information. You would need to complete these.

NOTE!

Incorrect information or shortcutting data entry will make your client/customer search difficult.

< Add Customer		8
	Account Type	
	O Business 🔞 Individual	
	Account Holder	
	Client has an approved account	
	First Name*	
	Select First Name	
	Last Name*	
	Enter Last Name	
	Mobile No*	
	Enter Mobile No	
	Email*	
	Enter Email	
	Address*	
	Enter Address	
	Suburb*	
	Enter Suburb	
	Postal Code*	
	Enter Postal Code	
	Weeks In Summer*	



HOW TO ADD A COMPANY

This where you update and edit a company.

To add a new company simply click on the "plus" icon at the bottom right corner.

F	Company	٩
Page Free Software Hello Noah Smith Silver Plan	HUGE FOREST INC. 124314232	
Home	SHOP AND GO	
Configurations	8122251223	
Service Type		
User Details		
Customer		
Company		
Business Details		
Referral Type		
Coupons		
SMS Credit		
Rebook Interval		
Current Plan		
Security ^		
Change Password		
Version: 1.0.0		

Fill out all the information and click save icon on the top right corner.

< Add Company		
	Blacklisted O	
	Account Holder Client has an approved account	
	Business Name*	
	Australian business No.*	
	Mobile No*	
	Email*	



COUPONS

Here, you have the ability to manage and create coupons for your services, allowing you to offer discounts as you see fit.

To add coupons to your liking then please refer to the instructions below.

• To add, click on the orange circle located at the bottom right corner of the screen and fill out the information.

F	Coupons		۹
Foot Free Saturate Hello Noah Smith Silver Plan		Save 20% on your Service orders 20% discount on every service	/ 1 0
Configurations ^	Coupon Expired		
Service Type			COPT
User Details			
Customer			
Company			
Business Details			
Referral Type			
Coupons			
SMS Credit			
Rebook Interval			
Current Plan			
Security ^			
Change Password			
Version: 1.0.0			



- Select an image for your coupon.
- Make or press "Auto Generate" for the coupon code
- Fill out the remaining portions

< Coupons		
	Add Icon*	
	Enter Coupon Code Auto generate)
	Enter Coupon Description	
	Enter Discount Percentage)
	Enter maximum Discount	
	Enter minimum order value	
	Select Usage type Select Usage type Select Usage type	
	O single O Multiple	
	Enter Max usage per Customer	

• Complete the process by clicking the "Add Coupon" button.

< Coupons		
	Enter Coupon Code Auto	generate
	Enter Coupon Description	
	Enter Discount Percentage	
	Enter maximum Discount	
	Enter minimum order value	
	Select Customer type	
	New Customer Existing Customer Both Select Lisage type	
	Single O Multiple	
	Enter Max usage per Customer	
	Start Date	
	End Date	
	Add Coupon	



SMS Credit

This shows your current SMS balance. You will need credits to successfully send SMS's to your client including automatic reminders and confirmations.

To purchase select SMS credits and click on "Proceed to Pay.

< SMS Credit		
	_Current SMS Credit	
	Select Sms Credit	
	200	0
	500	0
	1000	0
	Other	0
	Proceed to Pay	

Confirm your payment by entering your credit card details.

K SMS Credit		
	Current SMS Credit	
	Select Sms Credit	
	200 (C
	500 (C
	1000	٥
	Other	C
	Submit)
	Proceed to Pay	



REBOOK INTERVAL

In this section, you can manage customers bookings, specifying the number of weeks they schedule their appointments with you.

<	Rebook Interval		
Back		Weeks in Summer	
		Using Summer Season	Enable Summer Ø
		Submit	



CURRENT PLAN

Here, you have the option to select the subscription plan that best meets your requirements. To activate a specific subscription, ensure you have the necessary funds available.

FES			
Subscription plans to sult your B	siness		
Basic ⁵ 35 30 / Month Excluding GS 1 User 1 User 2 Prec SMS Credits 3 Accept Credit Card Payment 3 Upper 10 1 Integration 10 Start NOW	Silver ^S 65 40 / Month Excluding GST 1 User 2 Free SMS Credits 3 Accept Credit Card Payments 3 Support ● 1 Integration ● START NOW	Most Popular Silver Plus ⁵ 99 60 / Month Excluding GST ∴ 3 Users ○ 30 Pree SMS Credits ○ Accept Credit Card Payments ○ Support ○ integration ○ START NOW	Gold ⁵ 199 90 / Marth Excluding GST Subers Accept Credit Card Payments Support © Integration ©
	Looking for a Connect with us and we can create a pl	custom plan?	55.



Change Password

First Free Software Hello Noah Smith	
iver Plan Iome	
Service Type	^
Customer	
usiness Details	^
eterral Type Coupons	
redit k Interval	
rent Plan I rity	^
hange Password 4	
2-Stan Varification (1) Version: 1.0.0	

This section allows you to securely change your password at any time.

<	Change Password		
		Password Guideline: Password length must be minimum 10 characters long including uppercase, lowercase, digit and special character, e.g Netest@1235	
		New Password 6	8
		Confirm Password	•



Edit profile

In this section, you can enter basic information such as your name and phone number. By providing your phone number in this section, you can enable 2-step verification to enhance the security of your account.

< Edit Profile	
	First Name Joy
	Last Name Perez
	Phone Number
	+61 • 7567247874
	2-Step Verification O
	Submit



Feedback

Here, you can send us feedback regarding any issues you encounter or provide tips to enhance our app. Your input is valuable to us!

< Add Feedback	
	Company Name* Grass Lawn
	/ First Name*
	Last Name*
	Mobile No*
	Email* skjuyë43ëgnali.com
	Feedback
	Enter captcha ⁺ 1RgyPf
	Send



CONTACT US!

We value your feedback and are here to assist you with any questions or concerns you may have. Please use the following methods to get in touch with us:

Email:

For general inquiries or support requests, please email us at <u>support@ffssoftware.com.au</u> We aim to respond to all emails within 24 hours.

Phone:

You can reach us by phone at [089 200 6025]. Our customer service team is available Monday through Friday, from 9:00 AM to 5:00 PM.