

USER GUIDE

FOR BUSINESSES AND COMMUNITY GROUPS

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1. Setting a Password

To log in to your Toolbox for the first time, click on the link in the activation email (Fig 1). If you haven't received this, please check your spam/junk folder in your email program.

Otherwise, please contact support@allchecked.co.uk

You will be asked to set your password (Fig 2). The password should have a mix of upper and lower case letters, at least 1 number and be at least 8 characters long.

You can then access your Toolbox.

FIG 1. EXAMPLE ACTIVATION EMAIL.



FIG 2. SET PASSWORD



2. Logging in

To log in to your Toolbox, visit <u>https://toolbox.allchecked.co.uk</u> (or select the 'Toolbox' link from <u>https://allchecked.co.uk</u>).

Enter your email address and password (Fig 3).

FIG 3. LOGIN SCREEN

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← → C 😫 toolbox.allchecked.co.uk		👓 🛧 🖸 🗄 🗄 🗧
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	© All Checked Ltd 2024 - Contact Support	

If you've forgotten your password, please click the "Forgot Password" link and follow the on-screen instructions.

If you tick the "Remember me at this computer" box, you'll remain logged in at your computer.

If the login box shakes, this is because you've incorrectly entered your email and/or password. Please try re-entering the information.

3. Home Screen

When you've logged in, you'll see the Toolbox home screen (Fig 4).

From here, you can access tools either from the menu on the left column or by selecting the appropriate label from the main screen.

You can view your Toolbox alerts by clicking the arrow in the yellow box at the top right corner of the main screen. The following four Toolbox alerts will appear in the right-hand column:

Help - Select help for information about how to use the tool you're currently working with.

Tasks - Set a task for a colleague or view tasks colleagues have set for you. Notifications - Notifications (such as new enquiries) can be found here. Information - Where applicable, you'll find extra data here.

Click the arrow in the yellow box at the top right corner of the screen to hide the alerts.



FIG 4. HOME SCREEN

4. All Checked Profile Tool

This is where you can manage your Profile Page on https://allchecked.co.uk



FIG 5. ALL CHECKED PROFILE

View Profile

Select VIEW PROFILE in the top right-hand corner to view your All Checked Profile Page in a new tab.

Main Information

Click on each field to change your organisation name or postcode.

Details

Click on +ADD DETAIL to select a field to add to your Profile Page. Each field can be deleted using the DELETE button, and you can change the order in which they appear by using the green arrows.

Logo

Click on ADD LOGO to select a logo from your Photo Uploader.

Background

Click on ADD BACKGROUND to select a background image from your Photo Uploader.

5. Photo Uploader

This is where you can upload images to your Toolbox.

FIG 6. PHOTO UPLOADER



You can then use the All Checked Profile Tool or Showcase Tool to upload the image to the appropriate place on your All Checked Profile Page.

File Upload

Either drag and drop a file from your computer into the File Upload area or click on the File Upload area to select a file from your computer. All images must be .jpg format and have a maximum file size of 18MB

Photo Library

- Select the green symbol to tag an image to make it easier to find later.
- Select the red symbol to delete an image.
- Select the orange symbol to rotate the image to the correct orientation.

6. Feedback Generator

This is where you can manage your feedback.

FIG 7. FEEDBACK GENERATOR

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← → C ≅ toolbox.allchecked.o	co.uk/reviewgenerator.php		☆ む 관 🛯 🦂 🗄
9	✓ Feedback Generator		Kan
Toolbox	Invite members of the public to post a review on to your All Checked Profile Page an Checked Profile Page from those who have received an invitation via the Feedback		on Only to only allow reviews to be posted on your All
	Who can leave reviews?		
Ashley Allen	Everyone Invite Only		
ashley@allcraftsmen.co.uk 🕒	Invite Reviews		
Your Leads	Invite people to leave a Review		
£ Price Engine Builder	Person's email		
📩 All Checked Profile	SEND INVITE		
✓ Feedback Generator			
Feedback Shield	Invites Sent		
Appointment Calendar	Email	🔻 Sent	Review
Showcase	ashley.h.allen@gmail.com	28/03/2023	×
💷 News	greg@allchecked.co.uk	19/01/2022	x <mark>S</mark>
🚹 Photo Uploader	ashley.h.allen@gmail.com	19/01/2022	×
Website Editor	ashley.h.allen@gmail.com	6/07/2020	× C
	a.allen@allchecked.co.uk	6/07/2020	× 2
> Admin Tools	Search table		< <u>1</u> 2 3 4 >
🔅 Toolbox Settings			
🔍 Permissions			
Billing			
🛷 Support			
	-		

View Profile

Select VIEW PROFILE in the top right-hand corner to view your All Checked Profile Page in a new tab.

Who can leave reviews?

It's standard practice to allow anyone to leave a review on your Profile Page, but you can use the 'Invite Only' switch to restrict the facility to invitation only, thereby prohibiting unsolicited feedback.

Invite members of the public to leave a Review

You can send an invitation to any member of the public to post feedback simply by entering their email address in the field provided. There's no limit to the number of invitations you can send.

Invites Sent

This is a list of the invitations sent, in date order.

You can change the order from most recent first to oldest first by clicking the heading at the top of the Sent column.

Search

You can search for an invitation by entering all or part of the email address into the Search field at the bottom of the list.

Status

The Review column will display a green tick when feedback has been provided by the reviewer.

Resend

Select the yellow resend link to resend the invitation.

Reviews

This is where you can view published feedback.

- Select DELETE to remove the review.
- Select ADD PHOTO to add a photo to the review.
- Select REPORT to report the review if you're unhappy with it.
- Select RESPOND to add your comments to the review

7. Feedback Shield

Blocked Reviews

Any obvious hoax, malicious or unfair reviews will be automatically blocked by the Feedback Shield.

Reviews under investigation

If we've automatically blocked a negative review for investigation, and you know it's genuine, you should contact the reviewer to resolve any issues privately to avoid later publication. If the reviewer can prove their claim and you refuse to act, we're legally obliged to publish the review. Remember: you can also use the Feedback Generator tool to add your comments to any review.

8. Showcase

Use this tool to post photos, news, offers and events to your All Checked Profile Page.

FIG 8. SHOWCASE



To add an activity, news, offer or event:

- Select + ADD SHOWCASE
- Click on the HEADLINE field to add a title
- Click on the BODY field to enter your text
- Select the photo(s) from your library (PHOTO UPLOADER) to display in your post
- Select ADD SHOWCASE to finish
- You can edit or delete posts using the appropriate buttons.

Add to your website

If you'd like to upload your posts to your website as well, you can add a Showcase page here.

- Click on the ENTER YOUR WEB DESIGNER'S EMAIL ADDRESS HERE to enter your web designer's email address
- Select SEND CODE to send the code

9. Toolbox Settings

This is where authorised users can manage the Toolbox Settings.

You

This is where you can amend your personal details.

- Select a field to get started.
- Choose a Primary Colour to personalise your experience
- Add a picture to your profile (if you like) by dragging an image into the PICTURE area, or by clicking on the PICTURE area to select a file from your computer.

FIG 9. TOOLBOX SETTINGS, YOU TAB

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← → C 😇 toolbox.allchecked.co.uk	/settings.php	*	Ď⊦,	±. □	??	8
Toolbox	Toolbox Settings You Organisation Head Office					<
A Ashiey Allen athey@allcraftsmen.co.uk Your Leads	This is where you can manage your Personal Settings Tible First Name Last Name Allen Tible First Name Last Name Mr, Ashley Allen					
 £ Price Engine Builder ★ All Checked Profile ✓ Feedback Generator ⑦ Feedback Shield 	Primary Colour Open Leads in new tab #6b335e No				~	
Appointment Calendar Showcase News Photo Uploader						
Website Editor Admin Tools						
Toolbox Settings Remissions Billing Support			_	_	_	

Organisation

This is where the main contact can set up and manage Toolbox users for your organisation.

Users

You should set up an individual account for each person using your Toolbox.

FIG 10. TOOLBOX SETTINGS, ORGANISATION TAB

• • • 🔸 All Checked Tools	× +			•
← → C ☎ toolbox.allchecked.c	©.uk/settings.php			★) छे। ड ा की । <
Toolbox	You Organisation Head Office			+ Add User
Sashley Allen ashley@allcraftsmen.co.uk	Use this section to change user settings, if y instructions. The change of email address w			I a link to the new email address with verification
👺 Your Leads	Name	Office	🔶 Last Login	
	Accounts Accounts	Main Office	19/10/2023	🖨 Settings
£ Price Engine Builder	Ashley Allen	Coalville Office	Online now	🖨 Settings
📩 All Checked Profile	Greg Allen	Rugby Office	17/01/2024	Settings
✓ Feedback Generator	Heather Allen	Rugby Office	29/12/2023	Settings
Feedback Shield	Joe Allen	Main Office	10/01/2024	Settings
Appointment Calendar	Test Account	Main Office	Resend Email	Contraction Contraction
Showcase	Search table			Page 1 ~ of 1
🖽 News	A Suspend Selected			
🚯 Photo Uploader				
Website Editor	A Suspended Users			
	Name	Office	🔶 Last Login	
> Admin Tools	A Test	Main Office	Resend Email	🖨 Settings
	Adrian Mattock	Main Office	Resend Email	🌣 Settings
🌣 Toolbax Settings	Ashley Allen	Rugby Office	24/02/2015	Settings
Q Permissions	Ashley Test	Main Office	27/07/2015	Settings
Billing	Factory New Wave	Head Office	Resend Email	Settings
🛷 Support				

To add a new user:

- Select +ADD USER.
- Select the OFFICE where you want to attach the new user.
- Click on each field to add the user's personal details.
- Click POSTCODE to enter the postcode, and then Click FIND ADDRESS to add the address.
- Select ADD NEW USER to finish.
- The new user will receive an email asking them to set their password.

To edit a user's details:

- Select the appropriate USER SETTINGS link on the User Chart to change the details of an existing user.
- Click on the fields you want to change.
- Select SAVE SETTINGS to finish.

You can suspend and reinstate users at any time.

10. Permissions

Use this tool to decide what actions are available to the Users you control.

To give a user a permission:

Use the + button to add a user from the drop-down list of available users

To remove a permission from a user:

Use the x by a user's name to withdraw a permission from a user.

FIG 11. PERMISSIONS

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← → C 📰 toolbox.allchecked.co	.uk/permissions.php	★ 다 또 🛛	I 🛞 E
oolbox	A Permissions		<
	Use permissions to control who has access to which tools in your toolbox.		_
≗ Ashley Allen ashley@allcraftsmen.co.uk (↔	Tracker All Checked Tracker		
Your Leads	Users with permission: Ashley Allen X Greg Allen X Joe Allen X Heather Allen X +		
£ Price Engine Builder	I≣ All Checked To-dos		
 ★ All Checked Profile ✓ Feedback Generator 	Task organisation for All Checked		
Feedback Shield	Users with permission: Ashley Allen X Greg Allen X Joe Allen X Heather Allen X +		
Appointment Calendar	④ Moderator		
News	A Tool for policing Allchecked.co.uk		
Photo Uploader	Users with permission: Ashley Allen X Greg Allen X Joe Allen X Heather Allen X +		
Website Editor	+ Adder		
> Admin Tools	Add companies to All Checked Users with permission:		
🄹 🌣 Toolbax Settings	Ashley Alien 🗶 Greg Alien 🗶 Joe Alien 🗶 Heather Alien 🗶 🕈		
Permissions Billing	(2) Invoicing		
Support	Invoicing and Accounts		

11. Billing

This is where you can view any charges associated with your Toolbox.

12. Your Leads

This is your lead management area where you can deal with any enquiries that you generate.

Use this area to:

- Manage Your Leads
- Manually Add Leads to your database
- Monitor performance

On the main screen you will see a list of your recent leads. You can sort your leads by status, name, date or source by clicking the headings at the top of each column.

Click the heading again to reverse the list (e.g. Z to A instead of A to Z). Alternatively, begin typing a customer's name or address in the Search field at the top of the page to locate them.

→ C S toolbox.allcheck	ked.co.uk/yourleads.ph		*	ນ∣ະ ∎	
	Q				
Toolbox	📽 Your	Leads • Lead Settings		+ Add	Lead
Ashley Allen	🗘 Status	Name	੍ਰੈ Date	Source	
ashley@allcraftsmen.co.uk	•	Ranjna Sharma 142 , NG52LB	2024/01/12 5 days ago	Extra Warranty	:
Your Leads	~	Peter Clarke 26, NG91NN	2024/01/04 1 week ago	Extra Warranty	;
Price Engine Builder All Checked Profile		Daniel Noble 18, DE757FJ	2023/12/21 3 weeks ago	Extra Warranty	:
 Feedback Generator 		Maureen Ryves 50, DN227TQ	2023/12/12 1 month ago	Extra Warranty	:
Feedback Shield Appointment Calendar		Carl Armstrong 12,NG162LX	2023/12/09 1 month ago	Extra Warranty	:
Showcase		Ryan Pepper 42, DE74QF	2023/12/08 1 month ago	Extra Warranty	;
🖭 News		Nightingale 14, DE53TW	2023/11/28 1 month ago	Extra Warranty	:
Photo Uploader Website Editor		Mark Jarvis 1.LE676RF	2023/11/22 1 month ago	Extra Warranty	:
> Admin Tools	~	Daniel Weaver 169, DE75FF	2023/11/17 1 month ago	Extra Warranty	:
	~	James Jeves 69, ME123AN	2023/11/16 2 months ago	Extra Warranty	:
Toolbox Settings Permissions	_	Richard Lillington 116, PO169BA	2023/11/02 2 months ago	Extra Warranty	:
Permissions Billing		Cherish Coupland 20, NG146EF	2023/10/19 2 months ago	Extra Warranty	:

FIG 12. YOUR LEADS, LEAD LISTING

To add a lead manually:

- Select + ADD LEAD to add a new lead
- Click on each field to add the customer details
- Click POSTCODE to enter the postcode and then select FIND ADDRESS to add the address.
- Click SOURCE to select the lead source from the drop-down menu
- Click STATUS to select the enquiry status from the drop-down menu
- Select ADD NEW LEAD to finish

To view a lead in more detail, click on the lead listing. You'll then see the detailed lead view (Fig 10).

FIG 13. YOUR LEADS

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← → C ≅ toolbox.allchecked.cc	o.uk/yourlead.php?l=5uyig7vyidcrg3291c9hbzqbpnku	mfd747rrl3lfutrxk		★ D & U & H
P	← Back Arr. Ashley Allen 2:00pm Friday, 17th December 2021			t @ Delete @ Add Appointment SE Email ⊕ Print
Toolbox	Customer Details			
	Status	Sou		User not assigned
Ashley Allen	Fresh	Price Eng	Last Name	Office not assigned
Your Leads		Ashley	Allen	Business Name
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★ All Checked Profile	Rugby Warwickshire		Phone 07894562242	
✓ Feedback Generator	CV214GA			
Feedback Shield			Phone 2	
Appointment Calendar	IP: 86.25.78.16 Delivery Source: Price Engine V3.0			
Showcase	Quoted Amount (£)		Sold Amount (£)	
News Photo Uploader	Man Satellite Church	Clifton up	on &	Elkington
Website Editor	Wolston	Long Lawford Dunsmo	re .	Yelvertoft Cold Ashby Ta
Admin Tools	445 A45 A45	Cawston BILTON Sainsbury's	on Crick Watersin & Marin Cric	Coton Manor Garden
 Toolbox Settings Permissions 	Princethorpe	Arrier Dunchurch Internet Dunchurch Dunchurch Cols Marina Diraycole Water Of Arrive A	Kilsby-45- Barby	West Haddon + 0 Ravensthorpe Keybaad shortcus Map data 62024 Google Tems Report a map error
 Billing Support 	Price Engine V3.0 Lead Information	r ne i		

Lead Details

At the top of the page, you will find the enquirer's name and the date the lead was generated, along with options to print or delete the lead.

Deleted leads can still be recovered by selecting the "VIEW DELETED LEAD" button in the right-hand column on the Your Leads listing screen.

The header of the lead contains the lead status, source and which user/office it is assigned to. Authorised users may select the edit pencil icon to change the status, source or assignment of the lead.

Below the header are the lead details, where users can enter/correct information, view any additional information supplied with the lead and add notes if needed.

To add a note, simply click the ADD NOTE button.

Lead Settings

You can change or add new lead statuses and/or sources by clicking the 'LEAD SETTINGS' button

FIG 14. LEAD SETTINGS (STATUS CHART)

	d.co.uk/yourleads_settings.php				★ 합	* 🛛 👻
<mark>.</mark> 9	Your Leads setting	gs				
Toolbox 🎽	Here you can change the Lead Sta	atus and Lead Source settings to improve the management of your leads.				
	Status Chart Source Chart	Import Leads				
Sashley Allen ashley@allcraftsmen.co.uk ↔		ng what stage a lead is at, you can also assign a status to have a default user or offi ge of order fulfilment and alert them so they can progress it themselves.	ce. For example, when th	ie status is chan	ged to 'Sold', it can be a	utomatically
Your Leads		sh > Appointed > Sold > Installed), let's user see who leads should progress. A stat tallation Started) this allows you to have several levels of status if you require.	us can also be a sub-sta	us of another st	tatus (e.g. Sold: Subject	to Contract,
	Your Statuses				•	Add Statu
£ Price Engine Builder	-					
🛧 All Checked Profile	Status	Description	User	Office		
 Feedback Generator 	Warranty	Registered Warranties		-	Settings	~
Feedback Shield	No Quote	Value too low		-	Settings	~ ~
Appointment Calendar	Quote Supplied		-	-	Settings	^ ×
Showcase	Deposit Paid			-	Settings	~ ~
News	SOLD	Customer has agreed to pay a deposit		-	Settings	~ ~
	Contractor Employed			-	Settings	^
Photo Uploader	In Progress		-	-	Settings	^ ×
- Website Editor	Complete			-	Settings	~ ~
	Warranty Issued	We have registered the Extra Warranty	-	-	Settings	~ ×
Admin Tools	Awaiting Inspection		-	-	Settings	~ ~
	Warranty Claim	Someone has made a claim on an extra warranty,		-	Settings	~ ×
Toolbox Settings	Lead on Hold	The customer is not ready to proceed and will be in touch in the future.		-	Settings	~ ~
Permissions	- DEAD	This lead is dead. Please provide reason in notes.	-	-	Settings	^ ×
Billing	System Statuses					

Statuses can be used to update and track the progress of each lead. Sources help you keep track of how you generated a lead and can help you measure performance.

To add a new status:

- SELECT + ADD STATUS to set up a new lead status.
- Click STATUS NAME to label the status (e.g. To Be Appointed)
- Click DESCRIPTION to add more information (if required).
- Click SUB STATUS OF to assign the status to a group (e.g. Fresh).
- Click COLOUR to easily identify the new status. You may want to choose a colour to associate it with another status or to define it as a separate status.
- Add a DEFAULT USER if you want to always assign a status to one person.
- Add a DEFAULT OFFICE if you want to always assign a status to one office
- Click INSERT STATUS to select its position on the Status Chart.
- Select ADD STATUS to finish.

Select the green arrows to move a status up or down the Status Chart, so that you can group statuses together and in the right order.

To edit a status, click the "SETTINGS" button next to the status you want to change.

To add a source:

- Select + ADD SOURCE to set up a new lead source.
- Click SOURCE NAME to label the source.
- Click DESCRIPTION to add more information (if required).
- Click SUB SOURCE OF to assign the source to a group.
- Select ADD SOURCE to finish.

To edit a source, click the "SETTINGS" button next to the source you want to change. Delivery sources are automated and cannot be changed.

Generating Reports

You can use the "YOUR LEADS" tool to generate reports. From the Lead listing screen, click the "GENERATE REPORT" button in the right-hand column. Then select a date range and report type. Click "GENERATE REPORT" to get the report requested.

13. Price Engine Builder

Use the Price Engine Builder tool to configure and manage your Price Engine. There are 4 tabs in this tool.

Snap View - Giving you simple price adjustment for all your products. Products -To manage all the products you have in your Price Engine.

Price Engine Settings - Where you can alter settings such as currency.

Add to your website - Use this tab to send the code to your website designer.

Snap View

You can adjust your prices instantly by moving the slider by each product. A sample is displayed below the slider so you can see the effect of your adjustments.

FIG 15. SNAP VIEW

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\leftrightarrow \Rightarrow C \mathfrak{S} toolbox.allchecked.co.ul	k/priceengine.php	*	tì ⊢ ∓	. 🗆 🤅	🤋 :
9	£ Price Engine Builder				<
Toolbox	Adjust your online pricing engine settings, products and prices. Snap View Products Price Engine Settings Add to your website				
& Ashley Allen ashley@allcraftsmen.co.uk (↔	Drag the sliders to change the prices.				
Your Leads	Lean-to Conservatory		N	1arkup: -4 4	4%
£ Price Engine Builder		Sample: Width -			_
 ★ All Checked Profile ✓ Feedback Generator 	Victorian Conservatory			1arkup: -3 !	_
Feedback Shield	Edwardian Conservatory	Sample: Width -		325cm, £104: 1arkup: -2 4	-
Appointment Calendar	edwardian Conservatory	Sample: Width	l∨ h 425cm, Depth		_
 Showcase News 	Gable End Conservatory			1arkup: -2 :	_
齐 Photo Uploader		Sample: Width 42	15cm, Depth 32	?5cm, £12498	3.48
Website Editor	P-Shaped Conservatory	Sample: Width 43		1arkup: -1 2 25cm, £14100	_
> Admin Tools	T-Shaped Conservatory	Sample: Width 42		Markup: -	_
🔅 Toolbax Settings	Lantern Conservatory	Sample: vivatn 4.		/arkup: -2	-
 Q Permissions ☐ Billing 	+	Sample: Width 42			_
🛷 Support		_	_	_	

Products

FIG 16. PRODUCTS VIEW

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\leftarrow \rightarrow C \cong toolbox.allchecked.c	o.uk/priceengine.php	🛠 🎦 🕹 🖬 😽 🗄
9	£ Price Engine Builder	<
Toolbox	Adjust your online pricing engine settings, products and prices. Snap View Products Price Engine Settings Add to your website	
≜ Ashley Allen ashley@allcraftsmen.co.uk ↔	+ ADD CATEGORY + ADD PRODUCT Conservatories	🌣 Category Settings 🛛 🗸 🗸
Your Leads	Lean-to Conservatory	Product Settings
 ★ All Checked Profile ✓ Feedback Generator 	Victorian Conservatory	Product Settings A V
Feedback Shield Appointment Calendar	Edwardian Conservatory	Product Settings A
Showcase	Gable End Conservatory	Product Settings A
Photo Uploader Website Editor	P-Shaped Conservatory	Product Settings
> Admin Tools	T-Shaped Conservatory	Product Settings
Toolbox Settings Q Permissions	Lantern Conservatory	Product Settings A Y
Billing Cunnert javascript:showtab('products','priceenginetabs');	Extensions	Category Settings

To add a Category:

- Your PRICE ENGINE can price anything you like. Start by adding a category (e.g. windows, doors, garage conversions). Each new category will appear on your products list. You can add as many categories as you like.
- Select +ADD CATEGORY to add a product category
- Click CATEGORY NAME to enter the name of your product
- Select ADD CATEGORY to finish

To add a product:

This is where you can add products to a category. New products will be displayed in your products list under the relevant category.

There are plenty of template product ranges pre-installed into your Toolbox, and you can select and edit any of them, or you can create your own.

- Select the individual product from the drop-down list and then select the category you want to attach it to.
- Then select ADD NEW PRODUCT to finish.
- To add all template products within a category, select the category name from the drop-down list and then select the category you want to attach it to.
- Select ADD NEW PRODUCT TAB to finish.

Arranging Categories:

You can move categories up and down the Product List using the green arrows on the right of the Category Heading.

Category Settings:

- Select CATEGORY SETTINGS next to the Category Heading to change the category name.
- Click PRODUCT CATEGORY NAMES to enter the new name of the product category.
- Select SAVE to finish.

Arranging Products:

You can rearrange the products within a category using the green arrows on the right of each product.

Product Settings:

Select PRODUCT SETTINGS next to the product you'd like to edit. This will take you to the product's setting page where you can edit all the various elements of the product and set individual pricing controls.

FIG 17. PRODUCTS

🗧 🔵 🌪 📩 All Checked Tools					
\leftarrow \rightarrow C \cong toolbox.allchecked.co	o.uk/priceengine_product.php?p=con2	☆ Ď	ᆇ	•	₹ ÷
<mark>.</mark>	£ Price Engine Product: Lean-to Conservatory				
🖬 Toolbox	Edit the Variables and the Calculations of this product.				
	A Variable is an attribute of the product or service, e.g. Width, Height, Colour, Material, fitted etc.				
	The Calculation then uses these variables to determine the price.				
≗ Ashley Allen ashley@allcraftsmen.co.uk ↔	Variables Advanced				
Your Leads	Product Name Lean-to Conservatory				
£ Price Engine Builder					
All Checked Profile	Change Image				
 Feedback Generator 	On the pricing engine, each variable will be a new input field. Remove all variables to created a fixed pice product. Enter the pricing information on the Calculatic	bbA n	New V	ariable	
Feedback Shield	tab.	7.00			
Appointment Calendar	Variables				
Showcase	Width Primary Variable	🗘 Sett	tings	^	~
I News	Depth Primary Variable	Sett	tings	^	~
Photo Uploader	Door Type	Sett		^	~
	Dwarf Wall	🗘 Sett	tings	^	~
Website Editor	Roof Material	🗘 Sett	tings	^	~
	Material	🗘 Sett	tings	^	~
> Admin Tools	Colour	🗘 Sett	tings	^	~
🔅 Toolbox Settings	Delete Product				
Permissions			_	_	_
Billing					
🛷 Support		_	_	_	

Price Engine Settings

This is where you can edit what the customer sees when they use the PRICE ENGINE.

FIG 18. PRICE ENGINE SETTINGS

🗕 🕒 🔶 🛨 All Checked Tools	x +		
← → C ≅ toolbox.allchecked.co	so.uk/priceengine.php	★ D ₹	, 🛛 🚓 🗄
9	£ Price Engine Builder		<
Toolbox	Adjust your online pricing engine settings, products and prices. Snap View Products Price Engine Settings Add to your website		
	Currency		
Shiley Allen ashley@allcraftsmen.co.uk	Change currency here.		
Your Leads	Currency £ - Pounds		~
£ Price Engine Builder	Data Protection Opt-in		
🗙 All Checked Profile			
✓ Feedback Generator	Show a Data Protection checkbox on the login form. This will allow you to send future offers etc. Off On On		
Feedback Shield			
Appointment Calendar	Data Protection Opt-in Text		
Showcase	The text to put next to the data protection checkbox.		
News	Text		
Photo Uploader	Opt-in to future emails from us containing offers and new products.		
Website Editor	Finish Button Text		
> Admin Tools	To be shown on button. Text Finish >>		
🔅 Toolbox Settings			
م Permissions	Finish Button URL		
Billing	Address finish button links too.		
🛷 Support	Text		

CURRENCY:

To change the currency, select from the drop-down list.

DATA PROTECTION OPT-IN

You can choose to show an opt-in checkbox here.

DATA PROTECTION OPT-IN TEXT

You can compose your message here.

SHOW GDPR TEXT ON THE LOGIN FORM

You can choose whether or not to display this information.

SHOW THE LOG-IN FORM BEFORE ALLOWING CUSTOMERS TO GET A PRICE:

If you turn this OFF, website visitors will be able to get an online price without leaving their contact details. THIS MEANS YOU WON'T GET ANY LEADS!

INTRODUCTORY TEXT: Click HEADLINE to enter a new headline for your introductory text. Click BODY to enter new introductory text.

REGISTRATION FORM TITLE

You can compose your title here.

REGISTRATION FORM SUBTITLE You can compose your directions to the customer here

HIDE PRICES You can choose not to display the prices. SHOW INDIVIDUAL PRICES You can choose to display individual prices or just the grand total.

PRICE BLUR:

You can set your Price Engine to show a price range instead of a fixed price. Simply enter the required % range either side of the fixed price. For example: if you enter 10 and the fixed Price is £500, the Price Engine will display £450-£550 instead.

QUOTE PREPEND:

Quote prepend is the introduction to the price (e.g. We can supply and fit for Prices From Maximum price etc.). Click on TEXT to change the Quote Prepend.

PURCHASE TAX: Click on TEXT to change the purchase tax wording.

BUTTON TEXT You can decide what instructions to show on the Submit button.

FINISH BUTTON You can hide the Finish button if you wish

FINISH BUTTON TEXT

You can decide what the Finish button says.

FINISH BUTTON URL

You can choose which part of your website the customer is directed to after clicking Finish.

Add to your website

Click on the ENTER YOUR WEB DESIGNER'S EMAIL ADDRESS HERE field to enter your web designer's email address.

Select SEND CODE to send the code. This automated email will include all the instructions your website designer needs to add the price engine to your website.

FIG 19. ADD TO YOUR WEBSITE

😑 🔵 🗮 📩 All Checked Tools	x +
← → C 😑 toolbox.allchecked.cr	ouk/priceengine.php 🏠 🖸 🛃 🛃 👯 🗄
.	£ Price Engine Builder <
Toolbox	Adjust your online pricing engine settings, products and prices. Snap View Products Price Engine Settings Add to your website
& Ashley Allen ashley@allcraftsmen.co.uk @ Your Leads	To add the Price Engine to your website enter your website designer's email address below. They (and you) will receive an email containing the code that needs to be added to your website. Please contact your web designer beforehand to make them aware of the situation. Your web designer can simply copy and paste the code in to the appropriate section on your website. By following the instructions in the email they can style the Price Engine to integrate completed by by copy and paste the code in to the appropriate section on your website. By following the instructions in the email they can style the Price Engine to integrate
Price Engine Builder All Checked Profile	seamlessly with your website by changing the fonts and background colours to suit. Your website designer's email address here
✓ Feedback Generator	SEND CODE
Feedback Shield Appointment Calendar	
Showcase	
Photo Uploader Website Editor	
> Admin Tools	
Toolbax Settings Permissions Billing Invacript showtable ("priceenginetabet);	

14. News Tool

FIG 20. NEWS



To add News

- Select + ADD NEWS
- Click on the HEADLINE field to add a title to your News
- Click on the BODY field to enter your News text
- Select the photo(s) from your library (PHOTO UPLOADER) to display in your News
- Select ADD NEWS to finish

You can edit or delete News using the appropriate buttons.

Add to your website

If you don't already have an All Checked News Page attached to your website you can add it here.

- Click on the ENTER YOUR WEB DESIGNER'S EMAIL ADDRESS HERE to enter your web designer's email address
- Select SEND CODE to send the code