

# ACCOUNT

- DASHBOARD
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- ACCOUNT DETAILS
- AUCTIONS
- TERMS OF SERVICE
- LOGOUT

Hello [\[username\]](#) [Log out](#)

From your account dashboard you can view your recent orders, manage your shipping and billing addresses, and edit your password and account details.

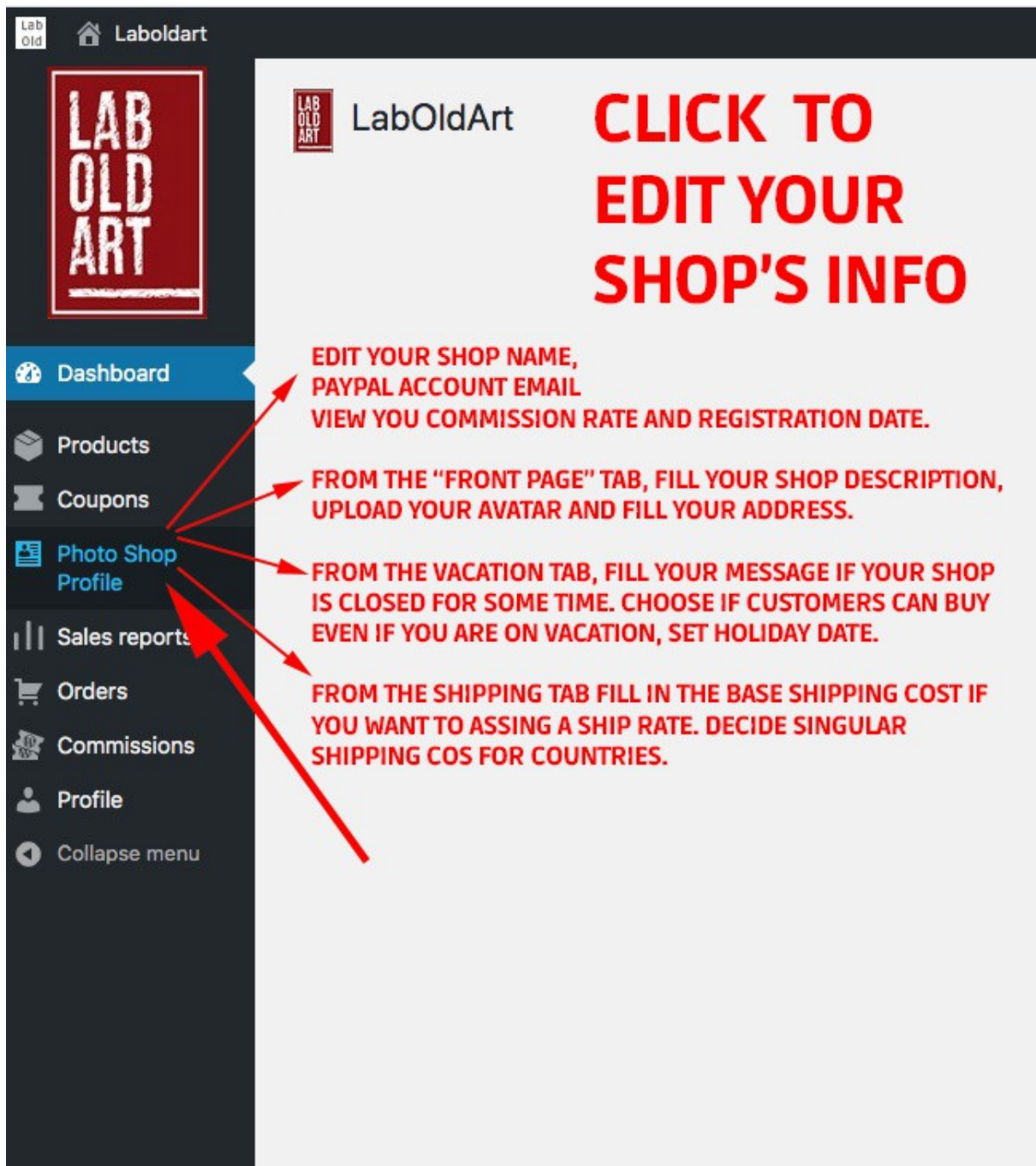
## My Photo Shop Dashboard

From your photo shop dashboard you can view your recent commissions, view the sales report and manage your store and payment settings.

Click [here](#) to access [\[username\]'s gallery dashboard](#)



Download **STEP BY STEP INSTRUCTIONS**



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**LAB OLD ART**

**LabOldArt**

# CLICK TO EDIT YOUR SHOP'S INFO

**EDIT YOUR SHOP NAME, PAYPAL ACCOUNT EMAIL  
VIEW YOU COMMISSION RATE AND REGISTRATION DATE.**

**FROM THE "FRONT PAGE" TAB, FILL YOUR SHOP DESCRIPTION,  
UPLOAD YOUR AVATAR AND FILL YOUR ADDRESS.**

**FROM THE VACATION TAB, FILL YOUR MESSAGE IF YOUR SHOP  
IS CLOSED FOR SOME TIME. CHOOSE IF CUSTOMERS CAN BUY  
EVEN IF YOU ARE ON VACATION, SET HOLIDAY DATE.**

**FROM THE SHIPPING TAB FILL IN THE BASE SHIPPING COST IF  
YOU WANT TO ASSING A SHIP RATE. DECIDE SINGULAR  
SHIPPING COS FOR COUNTRIES.**

**Dashboard**

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- Photo Shop Profile**
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- Orders
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## Shipping Settings

**BASE SHIPPING PRICE**

### Enable shipping:

Enable shipping cost

### Default Shipping Price:

12

The default shipping price for each product in the cart.

### Per Product Additional Price:

2

Additional price for each product if product quantity in cart is equal or greater than 2.

### Per Qty Product Additional Price:

3

The additional price from the second product of the same type

### Processing Time

1-3 business day

The time required before sending the product for delivery

### Shipping Policy:

### Shipping From

American Samoa

Location from where the product are shipped for delivery

### Shipping Areas

Zone Name	Region(s)	Shipping Method(s)
<input type="text" value="Zone Name"/>	<input type="text" value="All regions"/> <b>3</b>	<input checked="" type="checkbox"/> <b>4</b> Flat rate
	<input type="button" value="Remove All"/> Limit to specific ZIP/postcodes	

Save Shipping Settings

**5**

Add shipping zone

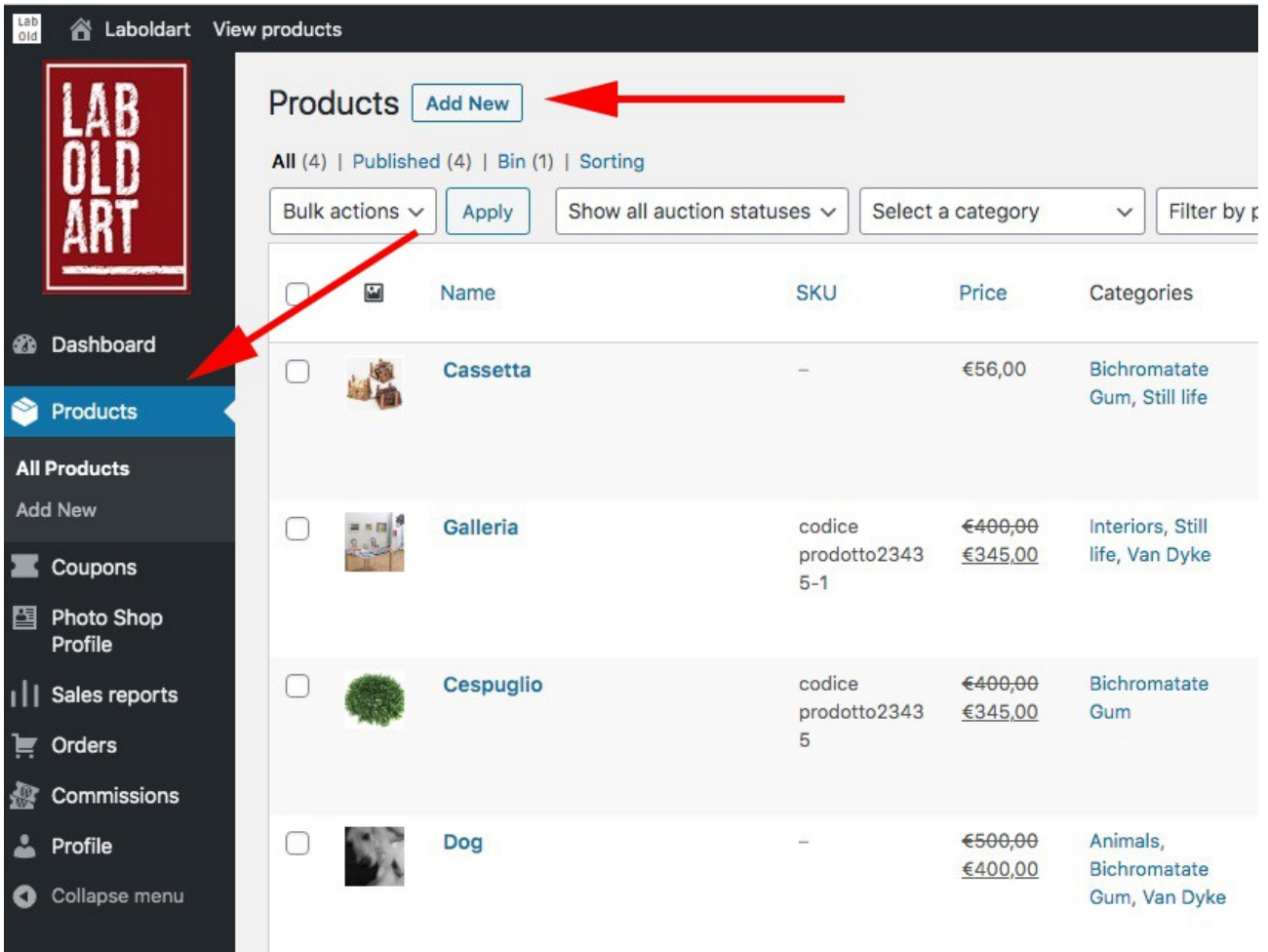
**1**

**WHERE DO YOU SHIP FROM**

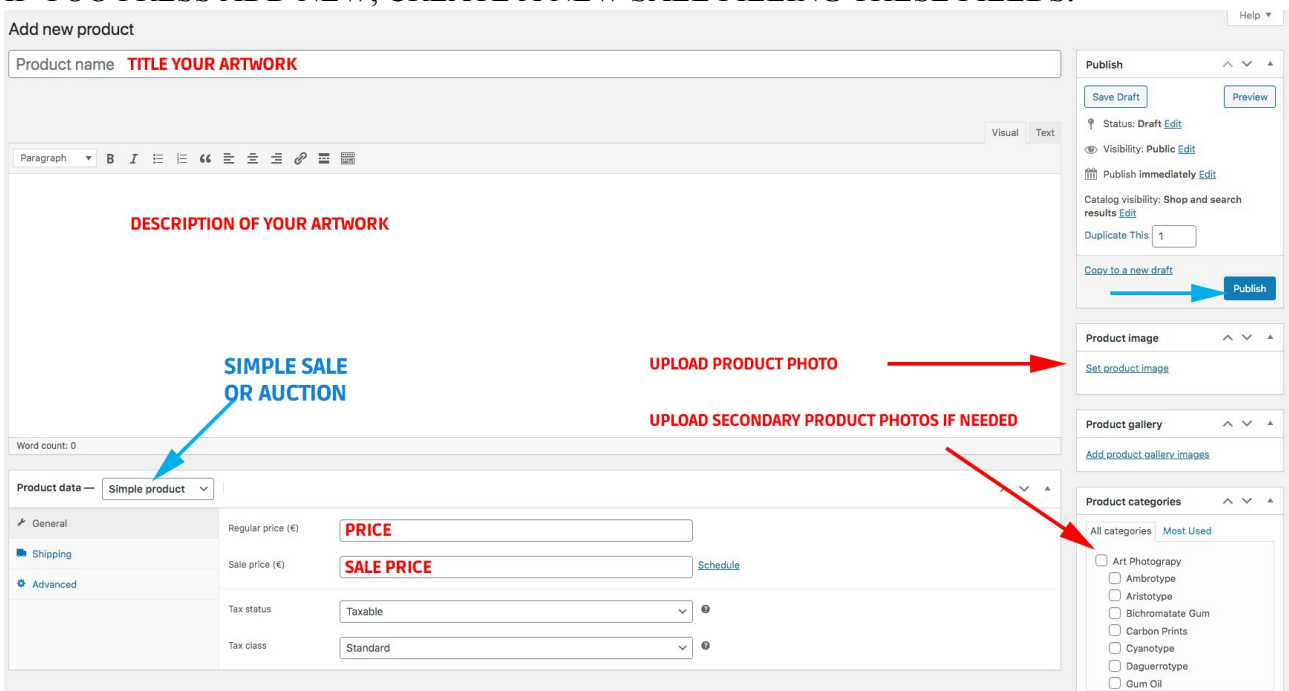
**CHOOSE SINGLE REGION OR ALL REGIONS  
TO SHIP YOUR ARTWORKS**

**2**

FROM THE **PRODUCT** TAB YOU CAN MANAGE ALL YOUR ARTWORKS AND ADD A NEW ITEM TO YOUR SALE. YOUR ITEM CAN BE SIMPLE SALE OR AUCTION. PRESS **ADD NEW** TO CREATE A NEW SALE.



IF YOU PRESS **ADD NEW**, CREATE A NEW SALE FILLING THESE FIELDS.



## IF YOU SELECT PRODUCT DATA - AUCTION:

**Auction Settings**

Item condition: New **ITEM CONDITION**  
Optional: Enter the item condition (new, used, damaged...)

Auction type:  Normal  Reverse  
Choose the auction type. In a normal auction, the higher bid wins, in a reverse auction, the lower bid wins.

Make sealed:  NO  
Enable if you want to make this a sealed auction. All bids will be hidden.

Starting Price (€) \*: 350 **STARTING PRICE HERE**  
Set a starting price for this auction

Minimum increment amount (€): 10 **MINIMUM BID INCREMENT PRICE**  
Set the minimum increment amount for manual bids  
Note: If you set automatic bidding, this value will be overridden by the value of "Automatic bid increment".

Reserve price (€): 500 **RESERVE PRICE**  
Set the reserve price for this auction.

Show 'Buy Now' button: YES   
Enable to show a 'Buy Now' button to allow users to buy this product without to bid

Buy it now price (€): 550 **BUY IT NOW PRICE**  
Set the 'Buy Now' price for this auction.

Auction Dates \*: 2021-02-24 00:00:00 to 2021-02-28 00:01:00 **AUCTION DATES**  
Set a start and end time for this auction

**Publish**  
Save Draft Preview  
Status: Draft [Edit](#)  
Visibility: Public [Edit](#)  
Publish immediately [Edit](#)  
Catalog visibility: Shop and search results [Edit](#)  
Duplicate This: 1  
Copy to a new draft [Publish](#)

**Product image**  
[Set product image](#)

**Product gallery**  
[Add product gallery images](#)

**Product categories**  
All categories Most Used  
 Art Photography  
 Ambrotype  
 Aristotype  
 Bichromatate Gum  
 Carbon Prints  
 Cyanotype  
 Daguerrotype  
 Gum Oil

## FROM THE ORDERS TAB YOU CAN SEE ALL YOUR RECEIVED ORDERS

**Laboldart**

**Orders** **SELECT THE ORDER**

All (1) | On hold (1)

Bulk actions [Apply](#)

All dates [Filter by registered customer](#) [Filter by shipping provider](#) [Filter](#)

<input type="checkbox"/> Order	Parent Order	Date	Status	Total	Shipment Tracking
<input type="checkbox"/> #Art4	#Art3	1 min ago	On hold	€815,44	-
<input type="checkbox"/> Order	Parent Order	Date	Status	Total	Shipment Tracking

Bulk actions [Apply](#)

[Search orders](#)

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## FROM THE COMMISSION TAB YOU CAN TRACE YOUR COMMISSION FOR EACH SALE.