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# MANUAL INVENTORY ALARM

## 1. CRIVEX DASHBOARD

We've developed a personal dashboard so our Lightspeed eCom App users can consult and control their installed apps from one place. The first time you install an app developed by Crivex we ask you kindly to create an account. If you already have a Crivex account you can log in with your credentials and your new purchased app will be added to the dashboard menu.

To access the Dashboard, go to: <u>https://dashboard.inventoryalarm.com/login/</u>



#### A. Create account

Make sure when creating an account, to use a strong password. You're name and email address should already be filled in automatically since we retrieve them from your Lightspeed eCom account.

## B. Log in with existing account

If you already have a Crivex account you can log in with your existing account

## C. Forgot password

If you forgot your password, you can use our lost password function. An email with a possibility to reset your password will be send. Expect to receive this email within 10 minutes.

## D. Installing the App

Once you have proceeded the login, the app will be installed automatically. The installation process may take some time depending on the number of products you sell.

i. Don't refresh or leave the page during installing.

## E. Successfully installed the App

When our system has loaded all products in the dashboard a success message appears on the screen and you'll be redirected to the Crivex Dashboard. The installation only must be done once for each store.

## 2. Inventory Alarm

Inventory Alarm is an app that takes care of your inventory. For the customer and for the shop owner.

#### A. Overview

On the overview page, you get an insight in all the statistics from the app.



**1.** This block monitors how much extra revenue Inventory Alarm brought you. What it basically does is matching the email address of a customer which signed up for a back-in-stock message and the email address which is used to buy that specific product. This way you can easily see what Inventory Alarm can do for you.

**2.** This block shows how many subscriptions are placed for a back-in-stock message by customers visiting your store. If a product is back in stock, and the product has back-in-stock subscriptions, the number of active subscribers should go down. A high number of active subscriptions shows there's a specific want for a product or products by customers.

**3.** This block shows how Inventory Alarm keeps you updated with out of stock problems. It counts how many warnings and reminders have been send out to you as a store-manager.

**4.** This Pie Chart reveals general inventory information. It shows the percentage of products that are on stock (green), the percentage of products low on stock (orange), and the percentage of products out of stock (red). It counts products as well as all the variants of that product as 1. F.e. striped socks (size 8) and striped socks (size 9)

**5.** This table is very useful when you want to know which products are most wanted by your customers. The order of this list is set by the number of subscriptions for each product and variant.

#### **B.** Settings

Here you can change the main settings for the app.

| Alarm Settings: r                  | notifications for webshop owner              |
|------------------------------------|--|
| Warning when stock                 | has reached (minimum stock + number entere   |
| 5                                  |  |
| Final warning when                 | stock is below                               |
| 0                                  | 2  |
| Warn me on the follo<br>separated) | owing email address (multiple addresses comm |
| g.dingeldein@gma                   | il.com                                       |

**1.** Set a trigger for a certain stock level. This can be any given number and counts as a trigger for your whole store. If you sell different kinds of products you can also set a trigger per product. Read more in our best practice chapter about defining triggers. When a products stock gets below this warning level, an email will be send to you informing the stock is getting low.

**2.** A final trigger is set to zero. This is a setting which cannot be changed. It means a final warning will be send by mail and a pop-up button will appear on your product page. It's time to fill your stock for this product.

**3.** Fill in your email address on which you would like to receive your warnings. You can send warnings to multiple email addresses by comma separates. F.e. *mike@crivex.nl,amanda@crivex.nl,john@crivex.nl.* 

#### **C. Email Templates**

Create your own email templates with our easy build-in template editors.



**1.** The name and email address you note down here are the credentials which our mailing uses to send mail from. Normally these are defaults taken from your shop.

**2.** Template language. Our extensive Multilanguage support offers the possibility to send emails to your clients in different languages. The languages set in your Lightspeed eCom shop are the languages which will be able to choose from in the email template settings.

**3.** The first template editor is used for setting up a confirmation email for your customers when they subscribe for a back-in-stock message. The second email template is used for the email which your client receives when a product is back in stock.

#### D. Design

Define all the settings for your pop-up box and button. For each active language in your Lightspeed eCom store you have the possibility to define the design settings.



**1.** When you don't want to show the clickable text or the popup button in your store, you are able to manually deactivate the button. You can also use this function for testing purposes.

**2.** Popup language. Our extensive Multilanguage support offers the possibility to show the popup in the correct language. The languages set in your Lightspeed eCom shop are the languages which will be able to choose from in the popup design settings.

**3.** We define the clickable text as a button which appears directly on the product page when a product is out of stock. This button always appears under the price. You can change the text displayed in the button and the appearance of the button with its font color and background color. The font style will be adopted from your theme.

**4.** The design of the pop-up can also be changed. The pop-up will always cover the complete screen of the browser and make the background black transparent. The pop-up self can be modified from title color till background color and contain any given subtitle or button title you want.