



# **PG Dating Pro**

Admin Mode Manual Version: August 2009

http://www.pilotgroup.net

1-866-282-1029

1-888-228-8440 (toll free)

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## 1. Start

Before you start operating your Site there are several steps you should follow to optimize your time and effort:

**1.** After initial software installation run installation script for countries database. Install path is: http://yoursitename.com/install/countries. To proceed countries installation it's necessary to access your ftp server and rename '...' folder to 'install'; after it you'll be able to access http://.../install/countries page and install countries database. Rename 'install' folder to some other name after countries are installed.

2. Upload a new logo for your site. The path for the logo is:

Templates>pilot\_3\_theme>images>logo.gif

Please note that a new logo should be of the same name, size and format as the initial one. Just create a new one and upload it to the same place instead of the current image. Besides, you can upload a new Logo from the Admin panel: Admin settings > Site logotype. Here you can change the site logotype

**3.** Register with one of the payment systems integrated at the site to get merchant account info and activate payment settings at your Site.

**4.** Change site Titles, keywords, copyright (if necessary), descriptions in Language files in administration mode.

## Logging in

To login as administrator, enter login/password you indicated during installation (http://www. yourmortgagesite.com/admin/ — if a site was installed into root). If authorization was successful, you'll get the main page of admin area. Such sections as Knowledgebase, Company News, Site statistic, Documentation and Dating Blog are available here. Knowledgebase contains basic information on the product, FAQ and manuals. Site statistic provides information about your site and users. This page is always available by link "Home" in left upper corner. Admin mode consists of several parts; below you see a description of every part.

Note: When you work with Dating Pro admin area, server uses PHP sessions mechanism for identifying a user. Session is a session of your work with a site. Sessions mechanism can't precisely define the moment when you finished working with admin area if you don't use "Log out" button. So we use time-out — predefined time. After this time is out, the system finishes admin session automatically. In Dating Pro timeout is set to 24 minutes. If during 24 minutes admin doesn't make any actions, then the system asks you to enter login/password for working admin area.

## **1.1 Working with Site Statistics**

Home page of Administration mode contains extended site stats on user activity, site payments, accounts and services.

#### Site statistics

**Dating Pro** 

		Payment statistics Select.
All users:	23	
Total number of men at the site:	11	Total site payments:
Total number of women at the site:	12	- membership payments only:
On site now:	0	- services payments only:
In chats now:	0	- on users accounts:
Today registered:	0	Most profitable service:
Last week registered:	1	Most profitable membership:
Last month registered:	1	Total payments for service
Members who are logged in most often:	demo	Select 💌
The most popular members:	demo	
The most popular tools (last month):	My profile page, Quick search	
The least used tools (last month):		

### **1.1.1 General Site Statistics**

It shows stats on site users and most popular tools they use. You can view:

- **1)** People who are on site (On site now)
- **2)** Total number or men and women at a site (Total number of men at the site/ Total number of women at the site)
- 3) People in chat at the moment (In chats now)

**4)** People registered today, last week, last month (Today registered/Last week registered/Last month registered)

**5)** Most active users (Members who are logged in most often) and the most popular members (based on ratings)

6) Most popular tools (pages and actions your users take most often) within a month

7) Least popular tools for the last month (pages which are used very rarely)

## **1.1.2 Payment Statistics**

This section allows you to see your site profits, different payments and sums, graphs on money received and activity.

At the top you can select a timeline for the stats:



Then you can check the following:



**1)** <u>Total site payment</u> – it collects all money that were paid through all payment systems (not including money on user accounts as they haven't been used yet)

2) <u>Membership payments</u> – includes only payments for group memberships from your site users.

**3)** <u>Services payments only</u> – includes payments for site services (e-cards, user banners, lift up profile service, gift shop service if available) from your site users for a certain period of time.

**4)** <u>On users accounts</u>- you can see how much money is on users accounts right now and hasn't been used yet.

5) Most profitable services- services that bring you most of money.

**6)** <u>Most profitable membership</u> - check what membership group and permissions are the most valuable for you and your clients (what works)!

7) <u>Special stats for services on a site</u>- you can see the stats on payments for each service separately and graphic data for them.



After you choose a timeline at the first drop down you can also choose a type of service you want to know about. Like "E-Cards" service for example.

<u>Example:</u> Please check E-Cards service payments data for a year. Note that by default the system shows the stats for a current year. To change it you should use "Payment statistics" drop down



## **1.2 Other Users statistics**

## 1.2.1 Users Payments Statistics in "Users Billing" section

You can also see special data on users' payments and account stats in *Billing>Users Billing* section. At the very top of the page you'll be able to see a short stats data on profits:



#### Payments (Billing) | Users' list

Help: 'Billings' is one of the most important site sections. Diff.

- 1. To check user's billing information and to transfer him
- 2. To email to a user press 'Communicate' button.
- 3. To find a user use a search form at the top of the pa
- 4. Note: You can search by nick, name, surname, email

Total site payments: 0 EUR

On user accounts: 94 EUR

<u>Note</u>: Users accounts data is not included into Total site payments data as they haven't been spent yet on your site.

### 1.2.2 VoIP calls statistics in VoIP section

In *Admin mode>VoIP Calling>VoIP Statistics* we have added total payments stats. It collects all money you have earned with calls from your site.

## 2. Site Settings Management

This area is designed to help you administrate most general options of your site. It has several sub areas. Let's have a look at them one by one.

## 2.1. Admin Settings

This section unites all administration setups like databases, logins, passwords and site templates. That's why it's necessary if you plan to edit your administrator's details, backup database or edit some additional information.

### 2.1.1. Site E-mail

At this page you can change admin email address if it is different from the installation time or was changed by an admin. After you save the changes, this email will be the one for administration alerts.

## 2.1.2. Login Details

Here you can setup/change your access info to Administration Mode. Just insert new data there and save:

Help: Here you Note: Pay atten	can change tion to the f	your Administr act that adminis	ative login/password if yo strator should enter new p	u want you current info to be bassword first, re-enter it and
saved independe	ently from n	ew password s	aving.	
select section:	Site Email	Login Details	Database Management	Site template Management
Login:	admin			
Name:	Administr	ator		
Surname:				
			Save	
Password:				
Re-Password:				

<u>Note</u>: Pay attention to the fact that administrator should enter new password first, re-enter it and only after it enter old password to change admin password. "Login", "Name" and "Surname" values are saved independently from new password saving.

### 2.1.3 Site template management

Dating Pro

Here we should distinguish between Pre-Set templates, other Templates and color themes.

**Pre-set templates** are templates already integrated into the site: Casual (couple, boyfriends, girlfriends), Niche, Matrimonial, Default. To activate any of them, just choose the one you need in a drop down and press Save.

**Other Templates** are templates you implement yourself. To make and add your own Template, please add its new name to the field 'New template name'. This will be the name of the Template for you in a drop down 'Site template'.

To activate your Template, create new template folder in /templates/youname\_theme. Copy the files from /templates/pilot\_3\_theme into templates/yourname\_theme. Write the paths for the new template theme in the field 'New template path'.

Example: templates/yourname\_theme.

Save the changes. Then you'll be able to create your own site template using the initial files. You'll also be able to switch between site templates from this section.

**Color schemes** are styles for the current template. To add a new color theme please add its new name to the field 'New color theme name'. This will be the name of the theme for you in a drop down 'Site color theme'.





To activate the theme, create new css and images folders in /templates/pilot\_3\_theme /yourname\_css and /yourname\_images. Copy the files from /templates/pilot\_3\_theme/css into /templates/pilot\_3\_theme/yourname\_css and from /templates/pilot\_3\_theme/images into /templates/pilot\_3\_theme/yourname\_images.

Write the paths for the new images and css folders in the fields 'New color theme css folder path' and 'New color theme images folder path'.

Example: /yourname\_css and /yourname\_images.

Save the changes. Then you'll be able to create your own styles and upload your images. You'll also be able to switch between color themes from this section.

Settings   Site template	Management			
Help: In this section you can m	ake settings for site	template that is currently	used. You can also	add a new color theme in a section 'Site color theme'.
Select section: <u>Site Email</u> Lo	gin Details Databas	e Management Site tem	plate Management	Site logotype
Pre-set site template:	Default	S	• Save	
To make and add your own Te This will be the name of the Te To activate your Template, cre Copy the files from /templates Write the paths for the new te Example: templates/yourname Save the changes. Then you'll	mplate please add its mplate for you in a c pate new template fo pilot_3_theme into i mplate theme in the _theme. be able to create yo	new name to the field 'W Irop down 'Site template'. Ider in /templates/yourname_then field 'New template path'. ur own site template using	ew template name', ne_theme, ne, g the initial files, You	u'll also be able to switch between site templates from this section.
Site template:	pilot theme	s	<b>▼</b> Save	
New template name:				
New template path:		Add new temp	[Path acc	ording to site root (for example /templates/pilot_3_theme)]

## 2.1.4. Data Base Management

Here you can set database access info if it was changed since moment of installation; it is used for system work. Please, address your hosting company service center in order to get data for setting database access info. Usually correct Database info is inserted while installation and is changed if for some reasons the data was edited at your Hosting Control Panel.

<u>Note</u>: be careful with database information changes as it may lead to database information loss or system crash.

Use "Backup database" button to back up the current database into software files "backup" folder in the directory where all files for your Software are.

elect section: <u>Site</u>	Email Login Details Database Management Site template Managem
Host:	****
User name:	****
Database name:	*****
Database prefix:	pro_
	Save
Password:	
Re-Password:	
Old Password:	
	Save
Notes: Setting /admir	n/admin_cron_backup.php file to cronjobs, all

## 2.1.5. Site Logotype

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### Admin mode > Settings > Admin settings > Site Logotype

Here you can upload your site logotype. Please note that if you exceed the default sizes, the site design may be corrupted.

Besides, you can also upload Main page banner at this page to advertise your personals site or your affiliates. Easy-to-use Banner section in admin mode won't require any special knowledge to add a banner to a site and will save your time.

Due to dynamic design of the software you would also be able to setup Banner background color. It's a color theme of the side section of the main banner as it's the one that stretches and makes the page adjustable for different monitor dimensions.

<u>Please Note:</u> The color style should correspond with background color of the main banner image.



#### Settings | Site logotype

Help: At this page you can char Please note that if you exceed t Here are the default sizes: 1. Logotype – 191*55 2. Main Page Banner – 506 Main Page Banner format may be	nge site logotype and main page banne he default sizes of the items, the site o ;*233 e an image or .swf-file.	er. Jesign may be corrupted.
Select section: Site Email Loc	gin Details – <u>Database Management</u> – S	Site template Management Site logotype
Logotype:	Обзор	Restore default logotype
Logotype width:	191	
Logotype height:	55	
Main page banner:	Обзор	🗌 🗖 Restore default banner
Banner width:	506	
Banner height:	233	
Banner background color:	# f4f4f4	Here you can edit the color theme of the side section of the main banner as it's the one that stratches and make the page adjustable for different monitor dimentions, Please Note: The color style should correspond with backgroung color of the main banner image.
	Save	

## 2.2. Languages

Dating Pro languages can be set in this admin area section. Our system uses language indicated in "Default language" field by default. In Dating Pro user mode all site members and visitors have a choice of languages and it depends on what you check in "Visible languages" fields. This function lets users from different countries visit your site.

<u>Note</u>: by default we have 2 languages pre-installed – Russian and English. You can install other languages when installing initial software. There are the following languages available: German, French, Spanish, Italian, Bosnian, Portuguese, Danish, and Chinese (PR). More coming!

Default language:	english		Edit selected language file	Edit mail alerts language file		
	🔽 english	Edit				
	🔽 russian	Edit				
	🔽 french	Edit				
	🔽 danish	Edit				
ctive site languages:	🔽 german	Edit				
	🔽 italian	Edit				
	🔽 bosnian	Edit				
	🔽 portuguese	Edit				
	🔽 spanish	Edit				
		Save				
	N	ame	Code		Charset	
d new site language:	e.g.	english	e.g. en-u	s	e.g. windows-1250	

## Adding a language



Administrator can add any language he/she wants. He/she should make the following steps: **1.** At the bottom of the page you will see a line where you can add Language name, Encoding and Charset.

**2.** After you add your language, English language file will be copied and all you will need to do is to translate it right at Admin area, to your required language. It is done in Site Settings

Management>Languages> your added language> Edit selected langfile and Edit Alerts Language file and at Reference Lists> your added language.

3. You should also translate some images kept at your ftp server in

\templates\pilot\_3\_theme\images\your added language. It is possible to make changes to the language choosing language and clicking "Edit selected langfile". Make changes only to the words within commas: "".

Add new site	Name	Code		Charset	
language: e.g. english	e.g. english	e.g. en-us	UTF-8 UTF-8		
					Add

Attention: Changes in language files don't affect graphics containing texts.

<u>Note 1:</u> If you don't check any language in "Visible Languages", your site guests or members will have access to Default language only. To maintain Multilanguage interface system uses language files which you can set yourself by choosing necessary language and pressing "Edit selected langfile". Make changes in the pop-up window and press "Save changes". Press "Close window" if you don't want to save changes.

<u>Note 2:</u> When adding a language that requires special encoding, be sure to specify it in "charset" field. For Spanish language windows charset is better. Some languages like Arabic need special work to make text display backwards.

## Site language identification by IP address

Fast choice of a site language version by IP, user OS settings. System does it automatically and adds a country flag to a language name on the index page. Users can change language any time if it's wrong.

In Languages section you can manage a list of countries that run this or that language for users automatically.

*For example*: if you come to a site from UK, the system checks by IP and other settings and runs English language file for you when you open the site.

To manage Countries press "**Edit Countries**" button for necessary language and you'll have a pop up window with a list all countries installed on a site. Countries referred to the language you have chosen are lighted Red:



Helic: Dating Pro Janguages	can be set in this a	etrin area	sectors Our system	http://www.samilius.hea	Apotana.com - PS Dating Pro, devel	rend by PILOTGROUP ALT - Micella	Pindon .
of languages and it depends	on what you theo	A, This fur	ction lets users from				
<ol> <li>Click Edit button to</li> <li>Edit atta bacta by di save the changes.</li> <li>Set a default language</li> </ol>	edit the language cking Tolit selected	system se language	ttings (neme/code/c file' and alerts texts (absource alert way	Helpi			
Administrator can add any la	enguage hajiha wa	eta. Hajat	he should reake the I	10 Afghanistan	🖂 Aland Islands	Abenia	Algeria
1. Add Language name	, Code (for source	de ent-cal)	and Charget (encod	and an and a second second	🖂 Andorra	Angola	M Argente
2. 14:03 300 300 900	ranguago, per auc	io quoge i	the warde copied as	Anonymous Proxy	🖬 antactus	Arrigue and Barbuck	Argentina
Default Incrusion	andet			Ameria	Services .	Asia/Pacific Region	S Accesses
belaut iniquager	Desault languages engisti +		🗟 Austria	🖃 Azerbaijan	🖬 infranze	Bahrain	
	🗹 angleh	Ecit	Edit Countries	E Inchest	2 Berbeden	🗹 Belarus	Belgium
	🗹 russian	Edit	Edit Countries	🖬 testas	🖾 Benin	M menada	C. maren
	🖃 french	Eilt	Edit Countries	E Bolivia	Bosnia and Herzegovina	🖬 Breakers	🖻 Bouvet Islan
	🗹 danish	Edit	Edit Countries	fred Bread	🖃 British Endian Ocean Territory	🗹 Brane Derussen	🗆 Bulgaria
Active site languages:	🕑 german	Edit	Edit Countries	E Burline Faed	Durund .	Carboda	Canaroon
	🗹 taları	Ezit.	Edit Countries	Marata 🛛	🗹 Cape Verde	Caynal Islands	Careera Alexa
	🖃 bosnian	Edit	Edit Countries	C chad	E Chile	C china	🗵 Coloribia
	P portuguese	Edit	Edit Countries	Construe	Care .	Corps, The Dersstein Repairie	Constitutes
	🗑 spanish	Edit	Edit Countries	Costa Rica	Cote D'Ivaire	Croatia	E Cube
			Save	Cara Cara	Czech Republic	Cennerk	CHERRIC .
				Dominica	Doninican Republic	E Guador	Egypt.
Add new site language:	3	e.g. et	nglish	🖬 II Second	Equatorial Guinea	Entrea	Estonia
	10	10		Ethiopia	Europe	Contract Statement (Manufact)	Faroe Island
				S	- Finland	Riance	Prench Guiar
				French Polynesia	E Gabon	Contract (	E Georgia
LOT GROUP LTD AI Rights P	eserved © 2008	Privacy a	od Security   Legal	E Germany	E dan	Calendar .	Career.
				Greenland	and descents	V Handstone	No. of Concession, Name

### You can do the following:

- 1. Uncheck a country to stop showing this language for the country
- 2. Activate a country for the language

<u>Note:</u> countries which do not have any indication will have a default language file opened if a user comes to a site from that country. Also, you need to uncheck a country in one list to add it to another.

To activate this feature you should go to *Admin Mode>Site Settings Management>General Settings* and put a tick in for the line: **Use Automatic site language identification feature (IP):** 

Use Users Banners payment service:	$\checkmark$
Use Automatic site language identification feature (IP):	V
Use VoIP calling on site:	1

## 2.3. General Settings

In this section you can set different site functions. The changes are saved by pressing "Save changes" button. It is divided into thematic sections according to site usage. We'll go with them one by one.

## 2.3.1 Profile Features Management

Covers such sections like profile limits, zip codes, personal data (name, second name and birthday) display in profiles, additional info for the user profiles (comments, last connection date).

e.g "**View profile limit**" is made for site guests. Default value "3" means that a guest will be redirected to registration page after viewing 3 profiles.



Settings   General Settings	
Help: In this section you can set different site functions. The changes are sa	wed by pressing "Save chang
Profile features management	
View profile limit (for non-registered users):	3
Show user's Name in View profile:	
Show user's Second Name in View profile:	
Show user's Zip-code in View profile:	
Show user's Birthday in View profile:	
Show user's Last Connection date in Search results and View profile:	
Show user's Comments in Search results:	
Show user's Group in Search results and View profile:	
Approvals management	
Use icons approve:	
Use photos approve:	
Use audio files approve:	
Use video files approve:	
Use users registration confirmation:	
Use users registration approve:	

## 2.3.2 Approvals Management

Here you can set approve for users uploads and registration.

e.g. "Use icons approve", "Use photos approve", "Use audio files approve", "Use video files approve", "Use gallery files approve" - if you wish to use icons, photos, audio files, video files, gallery files manual approval you just put a tick next to these options and Click Save changes.

<u>Note:</u> If you do not wish to view and approve members' photos, audio files, etc. manually you should remove the 'tick' from all those approval settings (or, in other terms, unchecked the box).

"Use users registration confirmation" – if you mark this option email will be sent to user's email after registration asking to confirm registration. If user does not confirm registration he will be able to login to the site and see profile but will not be able to make any changes and user site services and other users will not see him either.



Approvals management

Use icons approve:	9
Use photos approve:	$\checkmark$
Use audio files approve:	1
Use video files approve:	$\checkmark$
Use users registration confirmation:	
Use users registration approve:	

### 2.3.3 Site Features Management

It's a section for management general site options like image resize, watermark, Shout Box, horoscope, Kisses, Hide profile and many more. Here you can switch them on/off and have immediate changes on a site.

"Use direct link to user profile:" feature allows you to switch on an option to create a direct link to user profile that is Public Profile. A user can give it to his friends if necessary!

"Use promo codes feature on a site" will allow you to create advertising campaign to advertise offline or on other Internet resources. You'll be able to generate new codes to grant membership or some bonus on user account if he uses a special code. Site Features management

Use uploaded image resize:	
Use Embedded Audio on the site (only MP3 files allowed):	
Use Watermark on photo:	
Use Horoscope feature:	
Use Shout Box feature:	
Use Success Stories section:	
Use Virtual Kiss types on the site:	
Use Friend types on Hot List:	
Use promo codes feature on a site:	
Use Paid Refer a Friend feature:	0.01 EUR For each referred friend
Allow Hide Profile option for users:	
Use Free Trial Membership Mode:	🔲 15 day(s) 👻
Use 'Gender Membership' feature:	
Use payment service - Profile Lift Up In Search:	
Use Users Banners payment service:	
Use Automatic site language identification feature (IP):	
Use VoIP calling on site:	



### 2.3.4 Alerts management

In this section we have united all site alerts management for inactive site users to make your database more active.

No icon alert timeline:	4	day(s)	
Inactive user alert timeline:	30	day(s)	
No photos alert timeline:	7	day(s)	
New local singles alert timeline:	14	day(s)	radius 🛛 100 mile 💌

### **Definitions:**

Alerts management

1) <u>No icon alert timeline</u> – is sent to a user if he hasn't uploaded any icon to his profile (the one which is used in profile and search result lists, hot lists etc). You set the time in Days after which that alert will be sent to a user to make him come back to a site and upload an icon. The alert is sent to an outer mailbox.

2) <u>Inactive user alert timeline</u> – allows to set up alert which is sent to a user if he hasn't come to a site for a certain period of time. You as Admin set the timeline in a text field. You set it in days. The alert is sent to an outer mailbox.

**3)** <u>No Photos alert timeline</u> – this alert is sent to a user if he hasn't uploaded any photos to his gallery. You can set timeline for this alert in days. The alert is sent to an outer mailbox.

**4)** <u>New local single alert timeline</u> – this alert announces your users about new single registered at a site who live within a certain distance from his location (if they have indicated their location in a profile). You can set a distance here. Use Radius drop down to choose the options. Use text field to identify the timeline after which the email is sent.

### 2.3.5 Miscellaneous

This section covers general features settings for your site like View Location on Map option and Date Format.

<u>Note</u>: If you do not wish to make the feature (option) active on your Site manually you should remove the 'tick' from all the settings check boxes.

**Use FFMPEG module** – this section allows you to activate a special video display at your site. It'll look the same as at You Tube (with a video screen and a pay window)

Note: all data for ffmpeg module should be requested from your hosting company and inserted in this section in Admin Mode.

Use "Num news on index page" line to set up this option.

"**To use letter is zip-code**" option is made mostly for European countries. For example, UK zip-code can look like BH12 5HH. Mark this option and users will be able to enter such zip codes at registration and search at your site.

## 2.4 SMTP Settings



### Admin mode>Site settings management>Settings>SMTP Settings

In this section you'll be able to write in the data for your SMTP server – a server for sending in and out your alerts, emails, contact forms, newsletters. IF your hosting company has special settings, make sure you insert correct one here and save.

Usually hosting companies use default setting for SMTP – localhost, port 25. If that's the case, leave this section as it is now. You can always return to default settings by pressing button "Defaults". Press "Test" button to send a test email to our administrator email (it's set in admin mode>site settings management>admin settings).

5	6MTP server s	settings				
	:	Server :	localhost	:	25	port
Server re	quire authori	ization :				
Save	Defaults	Test	]			

If you receive a test email, it means that your SMTP server works fine and you are all set!

## **2.5 Server Errors**

Interface language: English Русский Deutsch

Error code	Description	Message for a user	Message by default	Preview
400	Bad Request	Bad Request	Set	View
403	Forbidden	Forbidden	Set	View
404	Not Found	Not found	Set	View
401	Unauthorized	Unauthorized	Set	View
405	Method Not Allowed	Method Not Allowed	Set	View
406	Not Acceptable	Not Acceptable	Set	View
407	Proxy Authentication Required	Proxy Authentication Required	Set	View
408	Request Timeout	Request Timeout	Set	View
409	Conflict	Conflict	Set	View
410	Gone	Gone	Set	View
411	Length Required	Length Required	Set	View
412	Precondition Failed	Precondition Failed	Set	View
413	Request Entity Too Large	Request Entity Too Large	Set	View
414	Request-URI Too Long	Request-URI Too Long	Set	View
415	Unsupported Media Type	Unsupported Media Type	Set	View
416	Requested Range Not Satisfiable	Requested Range Not Satisfiable	Set	View
417	Expectation Failed	Expectation Failed	Set	View

Save

In this area administrator can edit messages that will be displayed if there are any server errors listed in the table. You can translate the message into all interface languages of the site clicking the links with the languages in the line "Interface language".

In the column "Message for a user" you can enter the message that will be displayed if there is a server error. If you decide to return to default message, click "Set" in the column "Message by default". To save modified messages, click the button "Save".

To preview the message display, click "View" and the page with the message will be opened in a new window.

## 3. Users

Admin mode>Users

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ABC	DEEGHII	IKLMNOPQRSTUVM	<u>IXYZ</u> A-Z							Groups>>	• •	Search Select
Add new user Top 100 users									Groups>> Administrators (1) Free Trial Membersh	ip (0)		
pag	es: 1 <u>2</u>							Refresh		Free Users (17) Gold Members (0) Guest (1)		
N/N	Nick	Name	<u>Gender</u>	Age	Registration Date	Last Login Date	<u>Login</u> <u>Count</u>	Status		Moderators (0) Silver Members (0)		
1	admin	admin	Male	28	06-28-2004	01-13-2009		<b>V</b>			Comr	nunicate
2	guest	guest user	Male	25	07-05-2004	01-13-2009		$\checkmark$			Comr	nunicate
3	<u>usherr</u>	<u>Vlad Pitirimov</u>	Male	27	01-13-2005	03-05-2008	4	V	[Description] [Personal info] [Uploaded files] [Perfect match]		Comr	nunicate

## 3.1. Users List

This section of your admin shows data on your Site users, allows check and edit their profiles, change their status, uploads, contact your members.

## Searching and sorting members

You can choose one of the suggested ways to perform system user search: either by indicating first Nick letter (please, use alphabetic letters' list "A-Z") or by choosing one of search parameters. In the current Dating Pro version available search parameters are:

- Nick
- Name
- Surname
- E-mail

Please, choose parameter, indicate necessary value and press "Search" button. A list of system users found according to search parameters will be in search results. It is possible to sort users by Nick, by Name, by Gender, by Age, by Registration date, by Last Login Date, by Status.

You can also view users who are in a certain user group (like Silver members only). Just use "Groups>>" sorting section above and click "Select"

<u>Note:</u> you can also use the user table titles to sort users according to table parameters (Name, Age, last login date etc.)

You can also set up how many results you will see in the lists on every page:





### Admin can add/edit any user info.

You can edit user profile information by clicking user name in the list of system users.

Help: In this section you can ed	it user profile information and change	user status as well. The changes will be saved
Please, use "Back" button if you Note: If you uncheck "Status" fie	just viewed user profile, didn't perforn Id i.e. make user profile inactive, it wil	n any changes and want to come back to syste I cause the following changes:
<ul> <li>User won't be visible for</li> <li>User profile information</li> </ul>	other system users in search results a will be available only for admin and be	and won't be visible for them at all; will be able to work at it:
If user tries to enter sys	tem using his/her login and password,	an error will appear informing that at the pres
	<u> </u>	
Name*:	Steven	Status 🔽
Second Name*:	Rock	
Nick*•	Steven	
THER .		
Gender:	Male	<u>•</u>
Search for:	Female	•
	All	
for	Marriage	
1011	Romance Relationship	
	Sportpartner	
From - To:	18 💌 - 80 💌	
Password:		Refresh password
Re-Password:		Send info to user
Email*:	rock@hotmail.com	
Birthday:	12 • JUL • 1980 •	
Weight:	51kg - 60kg (113-133lbs)	•
Height:	160cm-170cm(5.3ft-5.7ft)	-
Country:	[	-
country,		
Region:		

You can change user status here as well. The changes will be saved after "Save" button is pressed.

Press "Delete" button to delete user from the system. Please, use "Back" button if you just viewed user profile, didn't perform any changes and want to come back to system users' list.

### How to delete a user



"Delete" button is used to delete system user. System will ask you if you really want to delete user profile in case you pressed this button accidentally. If your answer is affirmative, please, press "Ok" in the pop-up window.

### **Communication with your users**

You will be able to communicate with system user and get the information you need by pressing "Communicate" button on users' list page. User nick is pasted automatically into "To" field. Please, enter message body and choose way of message delivery.

Communicate

In the current Dating Pro version the following ways of message delivery are available:

• By site email (user will receive the message to his inside system mailbox if he has access to that site part according to his group user permissions);

• On registration email (user will receive the message to his outside system mailbox no matter what kind of group permissions he has);

• On account alerts (user will receive the message no matter what kind of group user he is, the message will be delivered as system);

Press "Send" after the body of the message is entered. "Close" button is pressed if you decided not to send the message and close the window.

Message:	
C	

## Changing user's status



Refresh
<u>Status</u>
1
$\checkmark$

Changing user status is necessary for admin to decide whether user will be visible for other system users or not. To change status of several users on one page, please, put a tick opposite each user name and press "Refresh" button.

Status of 2 groups of users cannot be changed by default – site administrator and guest user, they are necessary for system work. Any unregistered system user is a guest user.

Guest users have certain permissions which can be set by admin in admin mode in "Settings" section/Miscellaneous and "Groups" section /Edit group/Permissions. In case you uncheck "Status" field, you make user profile inactive and it will cause the following changes:

• User won't be visible for other system users in search results and won't be visible for them at all;

• User profile information will be available only for admin and he will be able to work at it;

If user tries to enter system using his/her login and password, an error will appear informing that at the present moment this user account is inactive.

### Work with user's information

Basic information entered by site user while registration or working at profile can be viewed and/or edited in the following sections:

### Description

Please, make the necessary changes and save them by pressing "Save" button. If you just view the information, close the window with the help of "Close" button after it.

### Users | Description : Tatiana Chestikova (Tutty)

**Dating Pro** 

Figure	Normal	•
Hair	Blond	•
Hair length	Average	•
Eyes	Chestnut	•
Ethnic origin	Arab	•
Religion	Christian	•
Academic degree	Bac	•
Profession	Accountant	•
Income	From 30 to 40 k/year	•
Style	Business	•
Marital Status	Single	•
Children	No children	•
Smoking Habits	I don',t smoke	•
Horoscope	Gemini	•
Drinking habits	Please select	•
Values	Please select	•

Save Close

### **Personal info**

In this section you can edit the likes and preferences of your users, their desires for an ideal partner.

	They s	ay th	nat i am	•	Conf	ormist			-			
But i think that in fact i am					Optin	hist			•			
Jsers   My Porti	rait : Na	atali	e Bridge	es (Natalie)								
Animal		1	Dog	•			Flower		Jasmin			•
Color		ļ	Orange 💌 Jazz 👻			Season			Summer			-
Music sty	le	1			Film				Science fiction			-
Linema			~	and Charlenson	0	0	0	Spo	d.	•	$\mathbf{C}$	0
Linema			~		0	0	0	Spo	dt.	C	$\mathbf{O}$	0
Literature	0	•	0	Music	e				•			
Literature Kitchen	0 ©	0 0	0	Music Odd jobs	0	C	c	Lectu	re	0	0	œ
Literature Kitchen Spectacles	0 ©	• • •	0	Music Odd jobs Painting	0 0	0	© 0	Lectu Trav	re 2ls	0 ©	0 0	© 0
Linema Literature Kitchen Spectacles Shopping	0 0 0	• • • •	0000	Music Odd jobs Painting Theatre	0 0 0	0000	• • •	Lectu Trav Muse	ire 21s um	0 © 0	0 0 0	• • •
Linema Literature Kitchen Spectacles Shopping Dance	0 0 0 0	• • • • • •		Music Odd jobs Painting Theatre TV	0 0 0 0	0 0 0 0	<ul> <li>•</li> <li>•</li></ul>	Lectu Trav Muse Car	ire els um 5	0 0 0	0 0 0 0	• • • •
Literature Kitchen Spectacles Shopping Dance Internet	0 0 0 0 0 0	<ul> <li>•</li> <li>•</li></ul>		Music Odd jobs Painting Theatre T¥	0 0 0 0	00000	© 0 0	Lectu Trav Muse Car	re els um s	0 0 0	0 0 0	<ul><li>●</li><li>○</li><li>○</li><li>○</li><li>○</li></ul>
Literature Kitchen Spectacles Shopping Dance Internet	0 0 0 0 0	0 0 0 0 0 0 0 0 0 0	00000	Music Odd jobs Painting Theatre T¥	0 0 0 0	000000	• • • •	Lectu Trav Muse Car	re els um s	0 0 0	0 0 0	<ul><li>€</li><li>C</li><li>C</li><li>C</li></ul>

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They are files uploaded by system user. Change or delete files and save the changes with "Save" button. If you just view the information, close the window with the help of "Close" button after it. <u>Note:</u> "Type of files" drop-down menu will let you view Photos, Audio and Video files uploaded by system user.

### Users | Uploaded files: Tatiana Chestikova (Tutty)

File types: Photo		
Photo Audio	Icon size must not exceed 2000 Kb	
Icon		
	Browse	
	Photo size must not exceed 2000 Kb	
		Permitted for
	Browse_         Insert code from photo portals, e.g. Flickr:         Your comments for this photo         Delete	All

### **Perfect Match**

It's Perfect Match profile information. Make the necessary changes and save them with "Save" button. If you just view the information, close the window with the help of "Close" button after it.

Note: Criteria described in these sections can be set in "Reference" section of admin mode.

## 3.2. Add User

Using this section you can add new members from administration panel. Press "Add new user" button. Then insert the whole data for a user and save. Set Status as active to make a user profile appear on a site.



Name*:			Statu
econd Name*:			
Nick*:			
Gender:	Male	•	
Search for:	Male	•	
	All Friendship Marriage	*	
for:	Romance Relationship Sportpartner	-	
From - To:	18 - 80 -	1	

### 3.3. Top 100 Users

lisers | Top 100 users

Top 100 Users List is formed according to other users' rating at your site. The higher rating – the higher this user is in the list. Your users can use a rating feature after making a search and accessing files of other members. Besides, users' rating is seen in search results.

V

<u>Note</u>: Also there's Hot or Not feature where your site members can estimate photos and profile and view their rating. These results also move profiles up on Top 100 results.

Help: Top 100 Users are formed according to other users' rating at your site. The higher rating the higher this user in this list.         pages: 12         Place       Login       Osername       Rating       Raten         1       Maria       Maria Black       10       11         2       MarkGuy       Mark Theron       10       11         3       demo       Astemir Weerawar       9       11         4       Selmah       Selma Green       8       22         5       AmesIA       Josephine Nanij       5       11         6       Steven       Steven Rock       4.875       88         7       Natalie       Natalie Bridges       4.5       22         8       Karolina       Karolina Pier       4.5       24								
pages: 12       Login       Username       Rating       Rating <thrating< th="">       Rating       Rating<td colspan="8">Help: Top 100 Users are formed according to other users' rating at your site. The higher rating the higher this user in this list.</td></thrating<>	Help: Top 100 Users are formed according to other users' rating at your site. The higher rating the higher this user in this list.							
pages: 12       Login       Username       Rating       Rating         1       Maria       Maria       Maria Black       10       1         2       MarkGuy       Mark Theron       10       1         3       demo       Astemir Weerawar       9       1         4       Selmah       Selma Green       8       2         5       AmesIA       Selma Steven Rock       4.875       8         7       Natale       Natale Bridges       4.5       2         8       karolina       Karolina Pier       4.5       2								
PlaceLoginUsernameRatingRating1MariaMariaMaria Black10112MarkGuyMark Theron10113demoMark Theron10114SelmahSelma Green825AmesIASelma Green5116StevenSteven Rock4.87587NatalieNatalie Bridges4.528karolinaKarolina Pier4.52	pages:	: 1 <u>2</u>						
1MariaMariaMaria Black10112MarkGuyMark Theron1010113demoAstemir Weerawar9114SelmahSelma Green8225AmestAOspephine Nanij5116StevenSteven Rock4.875887NatalieNatalie Bridges4.5228karolinaKarolina Pier4.522	Place	Login	Username	Rating	Rated by			
2MarkGuyMark Theron10113demoAstemir Weerawar914SelmahSelma Green825AmesIAJosephine Nanij516StevenSteven Rock4.87587NatalieNatalie Bridges4.528karolinaKarolina Pier4.52	1	Maria	Maria Black	10	1			
3         demo         Astemir Weerawar         9         1           4         Selmah         Selma Green         8         2           5         AmesIA         Josephine Nanij         5         1           6         Steven         Steven Rock         4.875         8           7         Natalie         Natalie Bridges         4.5         2           8         karolina         Karolina Pier         4.5         2	2	MarkGuy	Mark Theron	10	1			
4         Selmah         Selma Green         8         2           5         AmesIA         josephine Nanij         5         1           6         Steven         Steven Rock         4.875         8           7         Natalie         Natalie Bridges         4.5         2           8         karolina         Karolina Pier         4.5         2	3	demo	Astemir Weerawar	9	1			
5AmesIAjosephine Nanij516StevenSteven Rock4.87587NatalieNatalie Bridges4.528karolinaStevenKarolina Pier4.529AkronMalky Smith41	4	Selmah	Selma Green	8	2			
6         Steven Rock         4.875         8           7         Natalie         Natalie Bridges         4.5         2           8         karolina         Karolina Pier         4.5         2           9         Akron         Mally Smith         4         1	5	AmesIA	josephine Nanij	5	1			
7         Natalie         Natalie Bridges         4.5         2           8         karolina         Karolina Pier         4.5         2           9         Akron         Molly Smith         4         1	6	Steven	Steven Rock	4.875	8			
8     karolina     Karolina Pier     4.5     2       9     Alron     Molly Smith     4     1	7	Natalie	Natalie Bridges	4.5	2			
9 Akron Molly Smith 4 1	8	karolina	Karolina Pier	4.5	2			
	9	Akron	Molly Smith	4	1			
10 <u>Victor</u> Victor Zhelyaznov 2 1	10	Victor	Victor Zhelyaznov	2	1			

pages: 1 2

## **4. Reference Lists**

In this section you can set profile questionnaire which user answers while registration or working with profile. One of the section peculiarities is that it can be translated into other system languages.

english | russian | french | danish | german | italian | bosnian | portuguese | spanish

Here's the Translation Pad that is used in any section in Reference Lists when translation to other languages is made:

1 Animal   2 Flower   3 Color   4 Season   5 Music style   6 Film     6     7     1     1   Animal   2   Flower   3   Color   4   Season   5   Music style   6   Film     6     Film	Р	english	- P	english
2 Flower 3 Color 4 Season 5 Music style 6 Film 6 Film	1	Animal	1	Animal
3 Color 4 Season 5 Music style 6 Film 6 Film 7 Music style 6 Film 7 Music style 6 Film	2	Flower	2	Flower
4 Season   5 Music style   6 Film     6 Film     6     7     8     9	3	Color	3	Color
5       Music style         6       Film         5       Music style         6       Film	4	Season		
6 Film 5 Music style 6 Film	5	Music style	4	Season
6 Film	6	Film	5	Music style
			6	Film

Please check the upper line with language links and choose language in which you would like to modify a certain section in Reference Lists. Click the language link and in a pop up translate the corresponding lines one by one. Then press "Save".

## 4.1. Description

This section lets you add new profile questionnaire items (reference options), edit them and change their status (active/inactive).

pages: 1	
n/n	Reference
1	Figure
2	Hair
3	Hair length
4	Eyes
5	Ethnic origin

Please, use "**Add**" button to add new profile questionnaire item (reference option). Enter item (option) name, and order number (sorter) in the pop-up window.



Reference:	Figure	
Sorter:	3 🔻	
	_	

Save Delete Back

english | russian | french

Save the changes with "Add" button. Use "Back" button if you don't want to save the changes, it will pass you to reference options' list.

Please, use "Options" button to edit reference options.

Reference	Option
Figure	Options

Enter new reference option property and save it with "**Add**" button in the pop-up window. You can also delete/correct mistaken property with "Delete" button in the property list. Use "Back to list" button to come back to reference options' list.

N/N	Option	
1	Athletic	Delete
2	Normal	Delete
3	Other	Delete
4	Stout	Delete
5	Superfluous	Delete
i	Thin	Delete
dd new option		
New option:	Add	

Follow above described method (by choosing appropriate language) to translate newly saved properties into other system languages.

## 4.2. Countries

There is a list of countries, states, and cities in "Country" section. You can indicate a list of cities and zip codes for each country. You can install Countries running installation script:

http://www.yourdomain.com/install/countries (where www.yourdomain.com is your site name). This link with your site url should appear automatically after initial software installation.

<u>Note</u>: To proceed countries installation it's necessary to access your ftp server and rename '...' folder to 'install'; after it you'll be able to access http://.../install/countries page and install countries database. Rename 'install' folder to some other name after countries are installed.

Please, pay attention to the fact that whole countries database weighs about 300Mb; we recommend installing from 5 to 10 countries (only those that you really need); huge countries database may make your site work slowly.



Oating Pro

Follow above described method (by choosing appropriate language) to translate newly saved countries into other system languages. (check 4.1 Description)

### 4.2.1 Making a country appear at the top of the list.

You can set up your countries drop down to show certain countries at the top of the list when a user opens it up. It'll help you target a certain market.

To do it please go to *Reference lists>Countries>* and choose a country you want to be the first in a list. If you need several countries to be there, please use CTRL button at your keyboard to mark additional countries.

## 4.2.2 Adding Countries manually. Editing country name.

You can add a country manually. Just insert a country name into "Country" field and press "Add" button. The country will appear in a list.

To edit the country name press "Edit" table and edit the name in a dynamic field:

Country:	Add	
pages: 1		
N/N	Country	
1	United States	Save Delete
pages: 1		

## 4.2.3 Adding regions, zip codes and cities to a country manually.

Clicking country name and it'll pass you to new page where you will be able to edit country regions (if you click newly added region — then to cities for the chosen region).

Here you can add a region and cities for it by indicating its name (name and zip-code for a city) or delete incorrect names.

### Adding a region:

Region:	Add	
pages: 1		
N/N	Region	
1	Baden-Wurttemberg	Delete
2	Bayern	Delete

### Adding a city:



Add/Edit City Cit Zip-cod	y:		
pages: 1 2 3	<u>45678910≥&gt;</u>		
N/N	City	Zip-code	
1	Aach		Delete
2	Aalkorb		Delete

<u>Note:</u> If city has several zip-codes, enter them separating by ";". Information is saved with "Add" button. You will be able to translate newly added cities into other system languages by choosing appropriate language.

## 4.3. Languages & Nationalities & Interests

Work with these 3 sections is identical and is performed on the basis of "Languages" section.

Lang	uage: Add	
englis	h   russian   french   danish   german   italian   bosnian   portuguese   spanish	
pag	jes: 1 <u>2</u>	
	Language	
1	African	Delete
2	Albanian	Delete

New language (nationality/interest) adding is performed after appropriate value is entered into "Language" ("Nationality"/"Interests") field and "Add" button is pressed. System will add language (nationality/interest) to the list. Use "Delete" button to delete unnecessary or incorrect value. Newly added languages (nationalities/interests) can be translated into other system languages by choosing appropriate language.

Follow above described method (by choosing appropriate language) to translate newly saved items into other system languages. (please check 4.1 Description)

## 4.4. Personal Data

"Personal Info" options are managed in this section. Here you can add, edit, delete unnecessary or incorrect description items. Use "Add" button to add new description item.

Refe	rence Lists   Personal Info
Help	: "Personal Info" options are managed in this section. Here you can add, edit, delete unnecessary or incorrect description items. Newly added "Personal Info" options can be translated into other m languages by choosing appropriate language. 1. Use "Add" button to add new description item. 2. To edit the existing item click it's link in "Reference" column. 3. Click "Options" button to add or edit answer variants for the item.
english	n   russian   french   danish   german   italian   bosnian   portuguese   spanish
pag	es: 1
N/N	Reference
1	They say that i am Options
2	But i think that in fact i am Options
pag	es: 1
Add	

Newly added "Personal Info" options can be translated into other system languages by choosing appropriate language. Follow above described method (by choosing appropriate language) to translate newly saved items into other system languages. (please check 4.1 Description)

To **add new answer** variant for your users press "Options" for the necessary line. You'll get a list of items to choose for your members when answering this question filling in the profile data. You can modify them, add new, delete unnecessary.

Reference Lists   Edit	personal options list
Help: Here you can edit the	e personal info item's name and position.
Reference:	
Urder humber:	3
Add Back	

## 4.5. My Portrait

Dating Pro

"My portrait" options are managed in this section. Here you can add, edit and delete unnecessary and/or incorrect description items. Newly added description items can be translated into other system languages by choosing appropriate language.

Use "**Add**" button to add new description item. Press description name in "Reference" column to edit existing item.

Enter new reference and order number. Use "Add" to save the changes. "Order number" is used to give description item certain order number in reference list. Press "Back" if you don't won't to save changes; it will pass you back to "My portrait" reference list.

Use "**Options**" button to add new description option. Enter necessary value to "New option" field and press "Add" to add new description option. "Delete" button will help you to delete incorrect value.



Press "Back to list" to come back to Reference Lists. Newly added values can be translated into other system languages by choosing necessary language.

## 4.6. Relationships

Here you can add, edit and delete unnecessary and/or incorrect additional options of search criteria, for example, for Friendship, Romance, Marriage, etc.

Use "Add" button to add new description item. Indicate Relationships type and choose Sorter (order number), press "Save" button.

Newly added description items can be translated into other system languages by choosing appropriate language. Enter new reference and order number. Use "Add" to save the changes. "Order number" is used to give description item certain order number in reference list. Press "Back" if you don't won't to save changes; it will pass you back to "Relationships" reference list. If you wish to delete or modify Interests option Click it and Press "Delete" in opened window.

## 4.7 User Types

In this section you can create different types of users depending on a purpose of your dating site. Those may be genders (man, woman, other) or professions (musician, painter etc). These options will be shown in registrations, profiles, searches.

You can also set option choices for every type. For example: couple>man+woman.

/N	Reference	Option
1	Single	Options
2	Couple	Options
3	Triple	Options
4	Other	Options

Add

To add choice variants for the user types, please press "Options" and use New option section below to add new option if necessary. You can delete current ones here too:

I/N	Option	
1	Female +Female	Delete
2	Male +Female	Delete
3	Male +Male	Delete
ld new option		
New option:	Add	

Back to a list

Possibility to search for couples and singles, unlink and alert users on their status!



## 4.8. Hotlist friend types

You can manage friend types in this section. You can choose among a friend, a boyfriend / girlfriend or relative. If you want to edit a type, click the type link and edit it. When you finish, please, click the 'Save' button. If you want to come back without any changes, click the button 'Back'. You can also add a new friend type clicking the 'Add' button.

In User mode the friend type will be displayed in the Hotlist.

isl	n   russian   french   danish   german   italian   bosnian   portuquese   spanish	
		Hotlist Friend type
		Friend
		Boyfriend / Girlfriend

## 4.9. Weight & Height

Work with these two sections is identical and "Weight" section will become an example. This section helps you set user weight (height) intervals that can be indicated by system users while registration, work with profile, search or indicating "Perfect Match" parameters. Use "Add" button to add new value. Newly added values can be translated into other system languages by choosing necessary language.

eference Lists   User Weight Li	st
Help: This section helps you set user weig 1. Use "Add" button to add new valu 2. Edit the option by clicking its link in Note: Newly added description items can b window make a translation for the chosen	ht intervals that can be indicated by system users while registration, work with profile, search or indicating "Perfect Match" parameters. 2. "Weight interval" column of the table. e translated into other system languages by choosing appropriate language. To do it, choose a language in a system language links above the table and in a pop up anguage.
nglish   russian   french   danish   ger	nan   italian   bosnian   portuquese   spanish
	Weight interval
1	<u>&lt; 40 ka(89lbs)</u>
2	40kg - 50kg (89-111lbs)
3	51kg - 60kg (113-133lbs)
4	61kg - 70kg (135-155lbs)
5	71kg - 80kg (157-177lbs)
6	81kg - 90kg (180-200lbs)
7	91kg - 100kg (202-222lbs)
8	<u>101kg - 110kg (224-244lbs)</u>
9	<u>111kg - 120kg (246-266lbs)</u>
10	<u>121 q - 130kg (268-288lbs)</u>
	> 100L- /000L->

### **Editing Weight/Height lists**

Enter new value and press "Add" to add new weight (height) interval value. "Sorter" field is used to give value certain order number in User Weights (Heights) list. Press "Back" button if you don't won't to save the changes.



Reference Lists   User	r Weight List Editor
Help: Here you can edit/de 1. Edit the name and C 2. Press "Delete" to de 3. Press "Back" to go b	lete a weight interval. Order number if necessary and press "S elete an option. Dack to the list.
Weight interval: Sorter:	40kg - 50kg (89-111lbs)
Save Delete Back	

Click description item name in Weight (Height) Interval column to edit it. Make the changes and save them with "Save" button. Use "Delete" button to delete description item and "Back" button if you made no changes.

## 4.10. Distances

Here you indicate values for remote cities search within several miles or kilometers. To add value Click "Add" button and indicate Distance, Type, and Click Add. Press "Back" if you don't won't to save changes; it will pass you back to "Distances" reference list.

If you wish to delete or modify Distance option Click it and Press "Delete" in opened window.

Reference Lists   Distances List		
Help: Here you indicate values for remote cities : 1. To add value Click "Add" button. 2. If you wish to delete or modify Distance of	arch within several miles or kilometers. tion Click it and Press "Delete" in opened window.	
	Distance	
1	<u>1 mile</u>	
2	<u>5 mile</u>	
3	<u>10 mile</u>	
4	20 mile	
5	40 mile	
Add		

## 4.11. Kiss types

At your Sites users can send each other kisses with images attached to them. In this section you can edit, add, check kisses that your users may send each other.

Refer	rence Lists   Kiss Types List
Help 1 2 3	: In this section you can edit, add, check kisses that your users may send each other at your site. 1. Click 'Add' to add anew item. 2. Click hei item in the list to edit it. 3. Click languages links at the top to translate the kiss types into different languages
english	1   russian   french   danish   german   italian   bosnian   portuguese   spanish
	Kiss type
1	Wow you're the one!
2	You're Hot!
3	

Click 'Add' to add a new item. Click the item in the list to edit it. Click languages links at the top to translate the kiss types into different languages.

When adding a new kiss type you can upload an icon and create your own message.

Note: the size of the uploaded image can be any, but you should consider design of the whole site.

## 4.12. Multimedia Gallery

Dating Pro

Multimedia Gallery now collects the members photos and videos (if allowed to be shown in a Gallery), uploaded in their profiles, Ratings and Voting feature, sorting by Rating or Dates. Latest uploaded photos and videos, most rated uploads are added.

There's a possibility to sort the photos in a Multimedia Gallery into categories and add a photo to a certain category. You have an opportunity to set up permissions to view the photos and videos in the Multimedia Album - public access or for friends only, or for registered users.

In this section you can check/edit or add Gallery categories that will be displayed at your site. This category list will be applied both to Photo and Video Galleries.

- 1. Click the category name link to edit the item
- 2. Press 'Delete' to delete an item
- 3. Press 'Add category' to add new category.



#### Uploads Galleries | Gallery Categories List

Help: In this section you can check/edit or add Gallery categories that will be displayed at your site. This category list will be applied both to Photo and Video Galleries.

- 1. Click the category name link to edit the item
- Press 'Delete' to delete an item
   Press 'Add category' to add new category.

#### Add category

page	s: 1	
N/N	Category	
1	Animals	Delete
2	Art	Delete
3	Cars	Delete
4	<u>City</u>	Delete
5	Concerts	Delete
6	Erotic	Delete
7	<u>Family</u>	Delete
8	Flowers	Delete
9	Friends	Delete
10	Grafiti	Delete
11	Hobby	Delete
12	<u>Jokes/Humor</u>	Delete

## 5. Groups

System users are divided into groups, it is necessary for system proper work. It is performed in this way in order to differentiate between user permissions to different site parts. Each user can be member of one group.

Note: If a user is not member of any group, he won't have access to any site part. User can be in one group only, i.e. transferring user to other group will delete him/her from previous group automatically. That kind of situation may occur after user paid for other group membership.

N/N	Group name	Description		
1	Administrators	Administrator group	Permissions	View users list
2	Free Trial Membership	Free Trial group	Permissions	View users list
3	Free Users	Default group	Permissions	View users list
4	Gold Members	Paid group	Permissions	View users list
5	Guest	Guest group	Permissions	View users list
6	Silver Members	Paid group	Permissions	View users list
ages: 1				

As soon as paid membership period finishes or there is no sum left in user account, user will be transferred to default group automatically when entering system with login and password. In the section Groups List you can:



- 1. Create a new group. Use "Add" button to create new user group. Click group name in "Group name" column to edit it.
- 2. Set a default group, i.e a group for all newly registered users. After registration they will be put there by default.
- **3.** To edit group permissions click "Permissions" button.
- **4.** To check a list of users in every group click "View users list".

There are 2 Membership Site Modes:

• General Membership — where all Site users have the same opportunities and settings.

• Gender Membership — where all users are sorted according to Gender parameter and all Site permissions settings are applied accordingly.

### **General Membership Mode**

To make this section active please go to General settings in Admin mode and Turn OFF Use 'Gender Membership' feature.

1

Use 'Gender Membership' feature:

This mode is on by default usually and you do not have to activate it. Groups of users are set to differentiate between user permissions to different site parts. Default user group is the one where users go after registration or when their paid membership is over.

#### Groups | Groups list

Help: Site Users are divided into groups according to their Membership Type. On the whole, groups of users are set to differentiate between user permissions to access different site parts. In this section you can

- Create a new group. Use "Add" button to create new user group. Click group name in "Group name" column to edit it.
   Set a default group, i.e a group for all newly registered users. After registration they will be put there by default.
   To edit group permissions click "Permissions" button.
- 4. To check a list of users in every group click "View users list".

There are 2 Membership Site Modes:

- General Membership where all Site users have the same opportunities and settings.
   Gender Membership where all users are sorted according to Gender parameter and all Site permissions settings are applied accordingly.

#### General Membership Mode

Help: To make this section active please go to General settings in Admin mode and Turn OFF Use 'Gender Membership' feature. Here groups of users are set to differentiate between user permissions to different site parts. Default user group is the one where users go after registration or when their paid membership is over.

pages: 1	L			
N/N	Group name	Description		
1	Administrators	Administrator group	Permissions	View users list
3	Free Trial Membership	Free Trial group	Permissions	View users list
4	Free Users	Default group	Permissions	View users list
5	<u>Gold Members</u>	Paid group	Permissions	View users list
6	Guest	Guest group	Permissions	View users list
8	Silver Members	Paid group	Permissions	View users list
pages:				

Add group

## 5.1. Default Group



Any group (existing or created by you) can be set as default (except "Admin-istrators" and "Guest"). All registered users will be added to this group automatically. It is necessary to have default group, otherwise all registered users won't be members of any group and therefore will have no access to any site part.

You can't set another default group till there is at least one default group in the system. To perform this, please do the following:

• Click default group name (it can be differentiated by "Default group" heading next to group name in "Type" column);

- Uncheck point "Add new users into group automatically" and save the changes with "Save" button ("Default group" heading next to group name in "Type" column should disappear after it);
- Click group name which you would like to make default;
- Check point "Add new users into group automatically" and save the changes with "Save" button ("Default group" heading next to chosen group name in "Type" column should appear after it).

Default group is differentiated by "Default group" heading next to group name in "Type" column.

## 5.2. Admin Group

Admin group is functional and used to organize inner system work. There is only one user in admin group – site administrator. Admin is added to system automatically while installation and has access to any site part.

The following actions can't be performed with admin group:

- its name can't be changed;
- it can't be made default group;
- admin group user can't be deleted;
- new admin group user can't be added;
- administrator permissions can't be changed;

• admin group can't be deleted; Admin group is differentiated by "Admin group" heading next to group name in "Type" column.New admins adding process will be described in "Dating Pro administration by several users".

## 5.3. Guest Group

Guest group is functional and used for inner system work organization. This group is used for giving certain permissions for unregistered system users. Such users are system guests by default and can only browse several site pages (guest user permissions are set by admin).

The following actions can't be performed with guest group:

- its name can't be changed;
- it can't be made default group;
- guest group users can't be deleted;
- new guest group user can't be added;

• guest group can't be deleted;Guest group is differentiated by "Guest group" heading next to group name in "Type" column.Guest group permissions changing is described in "Add/edit group" section.



## 5.4. Moderators Group

This Multi administration option allows you to create multiple Administrators to moderate site admin panel more effectively.

Please check Admin mode>Groups>Moderators.

Moderators group collects all your site administrators info. Here you can add a new Moderator with his own login and password to admin side of the site: http://yoursitename.com/admin

Your Moderators also will be able to have different access permissions to different sections of Administration Panel.

Moderators   Mode	erators editing
Help: Moderators mana	gement section
Login:	Test
E-mail:	test@pilotgroup.net
Name:	Test
Second name:	
Status:	

<u>Please note</u>: you give access info to your Moderator and he can access your Admin Panel from the same link: http://yoursitename.com/admin he'll be able to see and edit only those sections you allowed to him.

## 5.5. Add/edit group

Use "Add" button to create new user group. Click group name in "Group name" column to edit it. Enter new group name in "Group name" section. You can make this group default if there is no other default group in the system. Please, follow "Default group" section if there is already default group in the system and you would like to change it. Please, set group permissions with "Change" button before saving the changes.

Save the changes with "Add" button on **adding group page**. Press "Back" if you don't want to create new group and want to come back to groups list. Press "Save" button on existing group editing page to save and activate the changes. Use "Back" button if you want to come back to table list without saving changes. Use "Delete" button to delete group.

## **Changing Group Permissions**

Click "Permissions" button for the group you need to edit. In a pop up window you'll get a list of permissions that may be available for all users.



The permissions are presented as Site modules. This lets you change permissions for a certain groupsite access restrictions. If you want group members to have access to certain site module, check it in "Allow" column next to module name.

VoIP calls for users	VoIP calls for users	
Emails limit	Restrictions on number of emails	10
Album photos limit	Restrictions on number of photos in album	5
Album audios limit	Restrictions on number of audios in album	5
Album videos limit	Restrictions on number of videos in album	5
Photo albums limit	Restrictions on number of photo albums	3
Audio albums limit	Restrictions on number of audio albums	3
Video albums limit	Restrictions on number of video albums	3
View friends hot list	Restrictions on view hotlists of friends in hotlist user	

Press "Save" to save the changes and "Close" not to save the changes. Modules chosen by you will be shown in "Permissions" section.

## **Gender Membership Mode**

Save Close

Possibility to setup special Membership permissions and prices for men and women! Subscription plans, prices, periods will be applied to users according to their gender. Billing includes statistics of payments from users. You can also switch from General Mode to Gender Mode from Administration Panel.

To make this section active please go to General settings in Admin mode and Switch ON Use 'Gender Membership' feature.

Use 'Gender Membership' feature:

- 1		-	
. 1			

Then users are divided into groups according to Gender Parameter (male | female division). There is also a Free User group where the users fall after registration (necessary if you plan to make one of the genders free to access the site).

Same as at General Mode, Groups of users are set to differentiate between user permissions to different site parts:
#### **Gender Membership Mode**

Help: To make this female division). The are set to differentia	section active please go to General settings in Admin mode and Switch ON Use 'Gender Memb re is also a <i>Free User group</i> where the users fall after registration (necessary if you plan to n ate between user permissions to different site parts.	ership' feature. Here users are divided into groups a nake one of the genders free to access the site). Sa	ccording to Gender P me as at General Moo	arameter (male   de, Groups of users
N/N	Group name	Description		
1	Female Users	Paid group	Permissions	View users list
2	Free Users	Default group	Permissions	View users list
3	Guest	Guest group	Permissions	View users list
4	Male Users	Paid group	Permissions	View users list
5	Moderators	Moderators group		

### **Making your Site Completely Free**

It's possible to make you Site completely free for your users. You should delete all paid groups to make your site totally free for them.



In a section Groups List use 'Delete paid groups' button at the bottom to delete all paid user groups. In this case all users in paid groups will be transferred to free user group.

## 5.6. Users List in a Group

You can view and edit each user group list by pressing "View users list" button for a certain Group in Groups list section in admin mode.

This button will transfer you to another administration section "Users | Users list" with users in the group displayed in a list.

Here you can add a new user to a group, check other groups users, check users' profiles.

<u>Note 1:</u> If group membership is paid and users added by you didn't pay for group membership, users will be automatically transferred to default group back while entering system or if they are still on site and page is refreshed.

<u>Note 2:</u> If you plan to transfer your users from one group to another, please use another administration section: *Billing>Users Billing*. Click the name of the user you wish to transfer and in a new window use "Add User to a Group" section to transfer him/her into one of a Paid group and billing offers. Press "Send" to save the changes.

<u>Note3</u>: If you wish to transfer a user to a free user group, you have 2 options: Make site free (see point 5.4) or just check the time left until his payment period is over. After that user will be transferred to a default (usually Free user group) automatically.

## 5.7. Groups Cost

Here you can set membership payment for each group except "Demo group", "Guest group" and "Admin group".



sroups   Groups cos	sts			
Help: Here you can set r	membership payment for ea	ach group except "Demo group", "Gue	est group" and "Admin group".	
<ol> <li>Please, indicate t</li> <li>Click "Add" buttor</li> <li>Click "Delete" but</li> </ol>	the following to perform it: ( n to add a pricing line, tton to delete a setting,	group name; membership period (day	rs, weeks, months and years are used); membership o	ost for appropriate period.
Note: If payments are de	eleted and some users alrea	dy paid for membership, users will sti	II be in this group for the paid period of time but he wil	I have nothing on his account.
	N/N	Group	Period - Cost	
	N/N 1	Group Gold Members	Period - Cost 1 month(s): 4 EUR	Delete

Membership payment is set with the currency you choose in Billing>Currency type section.

**The changes are added** after "Add" button is pressed. Payment settings are deleted with the help of "Delete" button next to payment period and cost in "Period – Cost" column.

<u>Note 1:</u> Unlike "User account" payment type, it is necessary to indicate membership period. After payment is made, user won't be able to become unpaid user and after paid period finishes he will be transferred to default group automatically.

## 6. Billing

Billing is one of the most important Site sections. Different groups' membership payments are managed here. If you start configuring you site prices, it's better that you start with setting your site currency, activating Payment System(s) you're going to use to receive payments from your users, and Prices themselves.

## 6.1. Payment settings

In this section you can set payment system, i.e. indicate currency type, site payment unit name and their ratio. "Save" button is used to save the changes.

Select and Activate Payment System: authorize.net E-gold PayPal USAepay WorldPay PaySat E-sec iPos CCBill ChronoPay Barclays Ogone Webmoney Allopass PayPoint Select Payment Service to manage: Profile Lift Up Service

### Activate Payment System(s)

Click the link for the Payment system you want to use at "Select and Activate Payment System:" section.

To activate any system you should have merchant account with them and some activation info for your account (like email and password; ID; login ) to insert in a fields in a special window for Payment System at Dating Pro.

The following payment gateways can be activated in the current Dating Pro version:

- PayPal (http://www.paypal.com)
- 2CheckOut (http://www.2co.com)
- authorize.net (http://www.authorize.net)Ogone (http://ogone.com/)
- Allopass (http://www.allopass.com/)



- PayPoint (http://www.paypoint.com)
- ChronoPay (http://www.chronopay.com)
- Barclays (http://www.barclays.com/)
- CCBill (http://www.ccbill.com)
- E-gold (http://www.e-gold.com)
- USAepay (http://www.usaepay.com)
- Webmoney (http://webmoney.ru)
- WorldPay (http://www.worldpay.com)
- PaySat (http://www.paysat.com)
- E-sec (http://www.esecpayments.com.au)

<u>Note:</u> Each payment system has its own settings. You get them from your payment system provider after registration. If you need to integrate another payment system please contact our Customization Team.

## **6.2 Currency Setting**

Several types of currencies are already in the system. If you need more, you can add names from database.

### 6.2.1 Currency exchange engine

When changing currencies, some users may have their accounts incorrectly recounted. Now there's an exchange tool that allow you manually insert the exchange rate from the current currency to another and recount all your users' accounts automatically.

Default currency:	GBP	-
exchange rate	1 EUR = or 1 GBP =	GBP
	Save	

### 6.2.2 Managing Currency types

Admin mode>Billing>Currency setting

Here you can also choose currency that will be used on the site from the list of available ones. You can add a new currency and its symbol.

In case there is no currency you need, you can add one yourself easily: add its abbreviation, its name and symbol:



Abbreviation	Name	Currency symbol		
			A	bb
Abbreviation	Name	Currency symbol	Display	
USD	American Dollar	\$	\$	Delete
EUR	Euro	€	€	Delete
GBP	Pound Sterling	£	£	Delete
CAD	Canadian Dollar	cad	cad	Delete
JPY	Yen	¥	¥	Delete
AUD	Australian Dollar	aud	aud	Delete

### **User Account option**

Your users may be paying for membership and access permissions at a site. You can also profit from offering different additional services to your Site members. Now you have an option of "user account" when a user can put money on his account from your site and keep the amount for other site offers!

Right now this feature may be used for:

- Membership payments (any time user wants it)
- Gifts payments (if you have Gift Store Module)
- VoIP Calls
- ECards
- Lift up profile

<u>Please note:</u> We're planning to enlarge opportunities for User account usage. Please follow the software updates.

You, as Site Administrator, can view users' payments in Users Billing section (see 6.2 Billing Section in this manual). You can also add money to a member account if necessary.

## 6.2. Users Billing

This section allows you to view all your members' accounts, status, groups, transfer users from one paid group to another, contact with a user.

You can make a search for a user using a form at the top. After that you can access his/her account by clicking his/her name (link). In a new window you may check their account status and transfer money to their account using "Add user to group" section.

Click "Back to list" to get back to all users list. Click "Communicate" to contact with a user. <u>Note:</u> If payments are deleted and some users already paid for membership, users will still be in this group for the paid period of time but he will have nothing on his account.

### Putting money on User account and moving user to another membership group



Just click a name-link of a user you want to work with. In a new window you can check his:

- Payments history
- Types of payments
- Total amount on his/her account
- Current membership group

Payments (Billing) | Users' entry

**Membership update:** To move a user to another Paid group please use "Add user to group" section. Click "Back to list" to get back to all users list.

Account update: to add money on a user account write the sum in "Add to user account" field and press "Add to account" button.

After that any payment will appear in a billing table:

Name: Tatiana Chestikova (Tutty) Current account status: 20 EUR Membership payments: 0 EUR Total amount paid by user: 0 EUR						
page:	s: 1					
N/N	Entry	Payment type	Date	Туре		
1	4 EUR	1 month(s) Gold Members	05-14-2008 03:56	admin		
2	20 EUR	Account charging	05-14-2008 03:54	admin		
page:	s: 1					
Add u	iser to group: 1 mo	nth(s) Gold Members 💌 Move user				
Add to (	user account:	Add to account				
Back t	o users' list					

<u>Note</u>: before adding a new currency type or choosing a new one, inquire at your payment system provider whether they accept this very type of currency. If yes, all should be fine at a site and when the payments are processed. If not, there may be problems with payments and amounts at your site for users.

At the top corner of the window you'll be able to see short user billing statistics:

Name — name of the user

Current account status — how much money is now at user account

Membership payments — how much user has paid for membership on a site

**Total amount paid by user** — how much user has paid in total at your site.

There are also parameters Type and Date of Payment that may be useful for you to track all payments. "Type" shows who made the payment. It may be Admin (so you manually added money to an account) or User (your member has paid from the site).

## 7. Uploads



All icons, photos, audio and video files, gallery files are managed in this section. All site files uploaded by system users are inactive and are visible only for user who uploaded them.

You should approve them here if your set this type of uploads management in *General Settings* > *Approvals management*. You can also mark uploads as Adult Content to protect youngsters from unnecessary abuse or to make your users pay to upgrade membership and see this content.

All site files uploaded by system users are inactive and are visible only for user who uploaded them.

Uploads   Allow uploaded files						
Help: All icons, photos, audio and video files, gallery files are managed in this section. You should approve them here if your set this type of uploads management in General Settings > Approvals management. You can also mark uploads as Adult Content to protect youngsters from unnecessary abuse or to make your users pay to upgrade membership and see this content. 1. Check unnecessary or incorrect files and press 'Delete' button. 2. Activate valid uploads in checkboxes and click 'Activate'. 3. Activate valid uploads in checkboxes and click 'Adult Content' to mark them as adult and limit access to them for your site users.						
Choose uploads type to approve: Photo (1) Audio (0) Video (0) Icons (0)						
pages: 1						
	Activate	Adult content	Delete			
demo						
pager 1	Activate	Adult content	Delete			
pugus, a						

You can also modify icons, photos and other uploads sizes, watermark text, limits on the number of uploads.

So first you should set up the sizes of the icons and maximum sizes of the uploads for your users to specify basic settings for this section. It's done in "Uploads Settings" section.

## 7.1. Uploads settings

Uploads size limits are set in this section. This option will disappear from user mode if you indicate quantity (for photo, audio or video) equal to zero, i.e. if "Video: >> maximum number >> 0 than there is no video file download form.

Here are some definitions that might be useful:

### lcon

By "Icon" we mean a small image which will be shown for a user profile at your site. Icon will appear in search results, so, logically speaking, it's better if icon size is not very big. If you have an icon of big high/weight and heavy size, then after a search the page will be loaded slowly, big icons can distort site pages.

It appears in Search results, Friends and Hot lists on your site.





### Photo

By "Photo" we mean a full-scale image which will be displayed for other users in a pop-up window if clicked.

At this area you can set number of photos allowed for uploading. Default number is 3. If you set 0 for "max count", then your users won't be able to add any photo at all. It appears in photo albums in user profiles and in Multimedia Gallery (when viewing the photo)

### **Default photo**

It's a default image which will be displayed at users' profiles in the case if a user didn't upload any photo.

### Thumb image

By "Thumb" we mean a resized image for uploaded photo.

### Watermark.

By "Watermark" we mean certain inscription that appears on all photos uploaded by your users at your site to show that they belong the site.

<u>Note</u>: to make this option work you should have GD Library with Free Type Support installed at your server. After that you can activate this feature from *administration mode*> *Settings*>*General Settings*>*Use watermark on photo*.

For all the types (icons, photos, audio, video) you can set the maximum sizes that may be uploaded by users. Save the changes and they will be applied automatically.

## 7.2. Uploads approve

### Choose uploads type to approve: Photo (0) Audio (0) Video (0) Icons (0) Clubs (0)

This section is necessary if you have set user uploads approve at administration *mode> Settings>General Settings> Approvals management* section (you can set approve of all uploads or only for several). It lists all uploaded files by your users. The files won't appear at the site until you approve by clicking in checkboxes for necessary files (photos, icons) and pressing "Activate".

Check unnecessary or incorrect files and press "Delete" button. Files will be deleted form the list of uploads and from /uploads/\* directory at your hosting company server. Please, be careful as deleted files can't be reconstructed.

Tick appropriate files and press "Activate" button to activate uploaded files. Files will be activated in all sections except Gallery files and won't be visible in uploaded files list. Use "Users/Uploaded files" section for further work with activated uploaded files.

After activation uploaded files are visible for all system users. Uploads will be visible only for indicated group users if user indicated access level (All, Only Registered Users, Only Friends) while files uploading in "Photos" section.

File section is chosen in "File type" drop-down menu. System will pass to appropriate file section automatically.



### **Adult Content restrictions**

In a table of all uploads that need to be approved there's a section "Adult content"

Choose uploads type to approve: Photo (1) Audio (0) Video (0) Icons (0)			
pages: 1			
	Activate	Adult content	Delete
demo			
	Activate	Adult content	Delete
pages: 1			

If you activate this section and press the button, this photo will be seen only after the pop up confirmation

from the user that he's older then 18 (if he's allowed to view adult content in his membership group) or the

system will ask a user to Upgrade his account to be able to view Adult content at a site.

Note: you can configure group permissions at Admin mode>Groups>Groups list>Permissions>Access to adult content.

There's a special default photo for Adult content photos to be displayed at a site. You can configure it at

"Uploads settings" section in Admin Mode (7.1) which is called "Adult default picture" and there you can

upload your own image for this option.

## 7.3 Uploads Formats

Here is a list of formats that a system supports for upload: Images Formats: "jpeg", "jpg", "pjpeg", "gif", "tiff", "png", "x-png" Audio Files Formats: "mp3", "mpg", "wav", "mid", "midi", "wma" Video Files Formats: "mpeg", "mpg", "avi", "asf", "wmv","3gp","3gpp","3gpp2" Flash Files Format : "swf" Embedded Audio Files Formats:"audio/mpeg", "mp3"

## 8. Chat

Flash Chat includes a powerful administration panel which allows you to view site users messages, add, update and remove rooms, check connections, control bans and ignores, and log into chat through admin panel.

## 8.1. Messages

This section allows you to view messages within any room within any time period (provided that they have not been purged from the database), by any user, containing keyword.





## Advanced search options ensure that Flash Chat administrator will have quick access to any message he might be looking for.

Chat   Flash Chat Admin Area   Messages
<ul> <li>Help: This section allows you to view messages within any room within any time period (provided that they have not been purged from the database), by any user, containing keyword.</li> <li>Choose the user and the dates range for messages stats and press "Show messages" button.</li> <li>Press "Clear filter" to reset the data and set a new search criteria.</li> </ul>
in this room: [Any room]  between these dates: and (YYYY-MM-DD hh:mm:ss) from the past X days: by this user: [Any user]  containing this keyword: Show messages Clear filter
No messages found © <u>TUFaT.com</u>

## 8.2. Rooms

Here you can add, edit, and delete Flash Chat rooms. Administrator can edit flash chat room names, passwords, make them public and permanent, bump up rooms IDs, delete and create new rooms.

Add new ro	<u>id new room</u>								
id	name	password	public	permanent	ŧ.	Bump up	Delete		
1	edit The Lounge	edit			1 -	<b></b>			
2	edit Hollywood	edit			2 🗸	<b></b>			
3	edit Tech Talk	edit			3 🕶				
4	edit Current Events	edit	V		4 🗸				

#### Submit All

You must re-load the chat (page refresh) and re-login to see room changes.

You can sort rooms by user ID, Name, Password, #

Press "**Add New Room**" button to add room, indicate necessary parameters and Click "Add new room". You can use password for the room and users will have to indicate it to enter this room.

Press "**Edit**" button next to room title to make necessary changes to the room title. Press "Edit" in the column password to indicate or change password for a room.

You can make any room public or permanent. If you wish to change rooms order you can do it just changing their order in column # use Bump up option. Put a tick in the square Delete next to room title to delete it and Click Submit all to apply changes.

## 8.3. Connections

Here you can track users' connections to flash chat. You can track and sort them by user ID, time of last messages updated and created, user, room ID, language, user IP, host, etc.



## 8.4. Bans, ignoring

Here admin can track if some user added another user to ignore or ban list. Admin can ban any user from room, from chat, and by IP just logging into chat. It is necessary to choose user, Click his nick by right mouse button and choose Ban.

Admin can sort bans by created, by user how initiated banned action, banned user, room ID, user IP, ban level.

Admin has permissions to remove ban just clicking an option next to user in column Remove Ban.

### 8.5. Bots

AIML, the Artificial Intelligence Markup Language, has been integrated with FlashChat. This feature allows your chatters to interact with a true artificial intelligence entity, making your chat seem "alive" even during periods of down-time.

To enable this feature you should install Bots first of all. Complete bot installation requires about 10 MB of database storage space. This procedure can take a few minutes. After that "Add new bot" button becomes active and you can add new bot. Complete necessary fields and Click "Save" button to apply changes or "Back" button not to save.

## 8.6. Log into chat

Administrator can log info chat to chat with users in general chat, send private message, invite user into some room, share files (the maximum allowed size of this file 512 KB.

Allowed File Types: ZIP, RAR, JPG, GIF, SIT, PDF), ignore users, and view user profiles (if available).

Administrator can ban and unban users, and have at their disposal a variety of text-only commands like / broadcast and /alert.

## 8.7. Moderatos

This section is necessary if you want to make some users Flash chat moderators. Allow them check the rooms, ban users, follow the chats.

Add: Nick 💌 Search							
nick	name	created	status	delete			
admin	Administrator	07-10-2007					
Submit All							

Add moderators to a chat, track their status, personal data. You can add a new one in Add line and Save the changes. You can delete moderators in the same section.

## 8.8. Flash Chat Modules



In this section you can manage additional FlashChat modules. Please note that now you can add banners to a chat window (right section). The max advised size of the banner is 250\*250 px as otherwise the design of the chat window may be spoiled.

Help: Here The max ad	you can manage additional F vised size of the banner is 25	lashChat modules. Pl 0*250 px as otherwi	ease note that now se the	you can add banners to a chat window (right section).
design of th	e chat window may be spoile	d		
N/N	Name	Status		
1	Banners module		Edit	
		Save		

## 9. News

In this section you can moderate, add and delete Site news that will be displayed at your Site News section and alerted to your members if new item appears.

News	News   News List							
Help: 1 2 3 4	In this section y Use "Add new: Click "Title" col "Status" colum status can be Click "Delete" t	ou can manage your site n s" button to add new news umn link to edit news. New n shows news status at th changed while news editin to delete news items.	ews. s editing and adding windows are identical. s site: "+" means that news can be read by system users, "-" means that news is not visible for site users in spite of the I.	fact that it is in th	e system. News			
page N/N	s; 1 Date		Title	Statue				
1	07-10-2007	How to find Broadway's	best	+	Delete			
2	07-10-2007	The perks of motherhoo	dIn 'The Mommy Brain: How Motherhood Makes Us Smarter,' Katherine Elliso	+	Delete			
Add News Help: 3 Note	Add news News   RSS Feeds Help: There is an opportunity to add RSS Feeds for automatically added news to your site. 1. To add new feed Click "Add new feed" button and complete necessary fileds. 2. Click "Update all fields" to update RSS Feeds manually. 3. Click "Delete" to delete a feed. Notes: Please don't forget to set the file /admin/admin_cron_feeds.php to cronjobs for automatical feeds update							
N/N	La	st Update	Link	Status				
1	12-19-	2005 09:29:40	http://www.datingpro.com/blog/index.php?tempskin= rss2	+	Delete			
Add	new feed Up	date all feeds						

You can add news manually and use the first section of the page: News | News List or automatically by using RSS feeds that you choose for y our Site purposes: News | RSS Feeds (please check point 9.2)



### 9.1. News lists

It's designed to allow you adding news manually from administration panel. It displays all available news and their status.

Click "Message" column link to edit news. News editing and adding windows are identical. When you add/edit a news item manually please note that you'll have a special editor with html commands enough to make your text look professional. You can use standard HTML tags in message body.

If you don't know HTML, use standard formatting buttons ("b", "i", "u", etc.) You can also upload image for your message and set different styles for texts. Don't forget to set the date of the item and status.

Status box should be checked to make the message appear at the site.

## 9.2. RSS feeds

This section is made to provide automatic update on news section with the news you choose (RSS feeds).

RSS is a format for syndicating news and the content of news-like sites. A news aggregator can help you keep up with all your favorite weblogs by checking their RSS feeds and displaying new items from each of them at your site.

To add new feed Click "Add new feed" button and complete necessary fileds. Click "Back" button if you do not want to save changes or "Add" button to apply changes.

<u>Note:</u> don't forget to set the file /admin/admin\_cron\_feeds.php to cronjobs for automatical feeds update. RSS feeds you add should be in Windows-1252 encoding (it's important for new languages that you add to a site).

# 10. Banners

## **10.1 Admin Banners**

Banners section allows site administrator adding banners in a quite easy way into the following site sections:

- User account page
- Registration or login error Page
- Blog Page
- Help section
- Users hotlist
- Testimonials, General Conditions, Contact Us, Press
- Lost password Page
- Site map
- 'I want meet them' table
- News page



- Perfect match table
- Registration form
- 'Who visit my page' table
- Advanced search form and results table
- Users blacklist
- Photo gallery
- Users homepage
- Site homepage
- Users kisses table
- Users mailbox
- 'They want meet me' table
- User profile editor
- Payment Page
- Quick search form and table
- View user profile page

### **10.1.2 Banner Statistics**

In a *banner section>Banners list>* every banner you add would have an option to collect Statistics on its clicks. You can start your own advertising campaign and check the results!



Click "Statistics" link to get the data. There you can see stats on days and number of views. You can also sort by weeks, months and years. Click corresponding links to get the data.

#### Banners | Total statistics of the advertising campaign

pages:	For the whole period of the advertising campaign: Number of views - O
Day†	Number of views
View statistics by: Days Weeks Mor	hs Years Lines on the page: 15 💌
Help: In this section you can view the	tatistics of the advertising campaign for the time it was active in the site.

Press "Back to banner list" to return to a list of banners.

<u>Please note:</u> in a default version you get one pre-set banner for Web Communicator module. So if you have ordered it for your site. You need to activate this banner in *Banners>Banners list>Edit>Status* (active)>Save to have it displayed at site pages and to check the statistics on it.



### 10.1.1 Adding a Banner

Press "Add" on the banner list page. Your banner may be an image or HTML type. If it's an image, just upload it from your local. If it's a HTML code, choose "HTML" in "Banner type" drop down and insert your code.

Please indicate Banner name, Status, Banner type (Image or HTML), Image path, Upload image field, Place and size (120x60left, 120x600left, 120x240left, 468x60bottom, 600x90bottom), Banner link, Alternative text, Stop after certain number of views field, Stop after certain number of views hits, "Open page in new window" field, Banners Area and save changes. Click "Back to banners list", if you don't want to save changes.

	Banner properties
Banner name:	
Status:	
Banner type:	image 💌
Image:	
Image path:	
Upload image:	Обзор
Place and size:	120x60 left •
Link:	
Alternative text:	
□ Stop after views:	1
🗖 Stop after hits:	1
Expire date:	15 🔽 AUG 🔽 2007 🔽
Open page in new window:	

You can also set up the pages where the banner will be shown for your users:



Banners area				
User account page	Advanced search form and results table			
Dating Advice section	Registration or login error page			
Users blacklist	Contact page			
Photo gallary	Help section			
Users homepage	Horoscope page			
Users hotlist	Site homepage			
Info pages: Testimonials, General Conditions, Press	Users kissies table			
Users mailbox	Site map			
They want meet me' table	I want meet them' table			
User profile editor	News page			
Payment page	Perfect match table			
Quick search form and table	Registration form			
Success Stories	View user profile page			
Who visit my page' table				

Save Back to banners list

### **Banner Rotation option**

In 'Banners parameters' you can set the rotation sections for banners.

left	2500	ms
ottom	2500	ms

This option allows you to make your banner rotate the images you upload. There's a special section in "Banners List" section called "Rotate".

There are two places on a site where the banners may be rotated: at the left side (left) and the bottom (bottom) at every page except main page for "Left" parameter. Activate the sections in checkboxes and Save.

## 10.2 Users Banners

We have implemented an option for your site users to order a Banner at a site. This feature may be switched on at Admin mode>General settings>Site Features management >Use Users Banners Payment service.

Use Users Banners payment service:

V

It's a site service that you can offer to your users for an extra charge (per page location). In the administration mode you can see users' banners, approve them, edit the links, set up banner locations and pages, prices per pages.

### **10.2.1 Users Banners Management**

Admin mode>Banners>Users Banners



## Here you can view all banners your users have uploaded, approve and check the contents, links, edit the data. <u>Here's how your user sees the approved banner:</u>

#### BANNERS

You can use your account to place your Profile banner ad at our site to get more matches!

Note: Your banner will appear at a site pages after it's approved by Site Administrator! So you can add a banner now and then after the banner is approved, you'll be able to activate it using your Site account!

Add				
STATUS	BANNER	LINK	PLACE	
Banner's waiting for activate	Holiday cheer! Size: 468x60	viewprofile.php?id=6	Position: bottom	<u>Activate</u> <u>Delete</u>

You, as administrator can delete a banner any time if a user violates your terms. On the whole, when the banner is approved you cannot edit its contents or links.

In this image you can see both approved and non-approved banners.

#### Click Approve to allow banner for site usage:

#### Banners | Banners list

**Help:** There's an option for your users to add their baners to a site for extra charge for a limited period of time. Here you will be able to see the banners that your site members have uploaded for approve. Click Approve to approve a panner and allow your user to activate it at a site and place at some site pages for a certain period of time. When approving you'll get a pop-up window where you'll be able to specify the pages on which users will be allowed to place their banner. Click Delete to delete a running or newly added users banners.

Username	Status	Banner	Link	Place	Stop after	
<u>demo</u>	Banner's waiting for admin approval	test Size: 120x60	http://www.datingpro.com/dating /demo/viewprofile.php?id=6	Position: left	(	Approve Delete
demo (	Banner's waiting for activate	Holiday cheer! Size: 468x60	viewprofile.php?id=6	Position: bottom		Delete

After you click Activate, in pop up window you'll get Banners Area list (pages list) where this banner might be inserted by the user. You can allow all pages for activation.



PG Dating Pro, developed by PILOTGROUP.NET - Mozilla Firefox			
( 🤓 http://www.datingpro.com/dating/demo/admin/admin_banners.php?sel==	get_resols&id=3		
		^	
Help: Here you can specify which pages will be alowed to be used for bann because you might want to have some pages for your own ads only. Banne pages and press Save. Click Check All to activate all pages. Click Uncheck A	er placement for your users. It's important for you as Administrator rs placed at one page, one location will be rotating. Just mark the allow II to uncheck all pages.	ved	
Banners area			
User account page	Advanced search form and results table		
Dating Advice section	Registration or login error page		
Users blacklist	Contact page		
Photo gallary	Help section		
Users homepage	Horoscope page		
Users hotlist	Info pages: Testimonials, General Conditions, Press	-	
Users kissies table	Users mailbox	=	
Site map	They want meet me' table		
I want meet them' table	User profile editor		
News page	Payment page		
Perfect match table	Quick search form and table		
Registration form	Success Stories		
View user profile page	'Who visit my page' table		
Classifieds			
Check All/Uncheck All			
Approve Close		~	
Done			

After that your user will be able to choose banner location (per page) and make payment from his account.

### **10.2.2 User Banners Settings**

Admin Mode>Banners> Banners settings

In this section you can set up prices per page for banner location, banner shows duration. You can set different prices for different pages to market and profit more effectively with your site services.

Help: Y hoose p Currence ease ch	ou can setup pricing for placing users banners for each activated po period for banner - it identifies how long the banner will be shown a y is identified in Billing>Payment settings section.	age, Jus t a page	it edit the prices in textboxes for every item and press Save. Also per payment. The period may be days, months, years. Note:
Bannei	rs area		
10	EUR For User account page	10	EUR For Advanced search form and results table
10	EUR For Dating Advice section	10	EUR For Registration or login error page
10	EUR For Users blacklist	10	EUR For Contact page
10	EUR For Photo gallary	10	EUR For Help section
10	EUR For Users homepage	10	EUR For Horoscope page
10	EUR For Users hotlist	10	EUR For Site homepage
10	EUR For Info pages: Testimonials, General Conditions, Press	10	EUR For Users kissies table
10	EUR For Users mailbox	10	EUR For Site map
10	EUR For 'They want meet me' table	10	EUR For 'I want meet them' table
10	EUR For User profile editor	10	EUR For News page
10	EUR For Payment page	10	EUR For Perfect match table
10	EUR For Quick search form and table	10	EUR For Registration form
10	EUR For Success Stories	10	EUR For View user profile page
10	EUR For 'Who visit my page' table	10	EUR For Classifieds

You can set different prices for different pages to market and profit more effectively with your site services.

## 11. Shout box Management

In this section you can manage your shout box settings on a site: messages stored in a system, users messages and view quick statistics.

**Messages show limit** – is a setting that restricts a number of messages stored in database at a time. If a number of messages exceeds this number the oldest ones start to delete.

The default setting is 25. To edit it, just change a number in a field "Show messages limit:" and press Save button.



**Dating Pro** 

User Messages management – you can view, edit and delete messages which your members write in shout box from User Mode. Click Edit to change texts or add something. Click Delete to delete a message if necessary. Click user name-link to check user data in Users section.

User	Message	Date	
<u>karolina</u>	Hello all!	2007-07-06 15:34:04	Edit Delete
demo	Welcome to our community!	2007-07-06 15:35:55	Edit Delete
Natalie	I like it there!	2007-07-06 17:36:04	Edit Delete
Maria	Come to chat!	2007-07-06 17:37:17	Edit Delete

Shout Box statistics – you can see short stats on Total clicks and Most active user at the bottom of this page. Click the name-link of the most active user to get to his/her data and contact him if necessary.

**Statistics** Total number of messages: **4** The most active user: <u>karolina</u>



## 12. Badwords

This section allows you to set a number of prohibited words that will prevent messages from posting at your Site. If you're starting it's better to go on from Badwords file setup as it collects all prohibited words at your site. Then you can check violations at the Site.

## 12.1. Bad words file

You can create this file manually adding words one by one or upload an existing one using "Upload file:" field at the bottom of the editing section.

There's also an option to add uploaded file to manually added data or replace it. Please check one of the Radio buttons at the bottom of editing area to perform changes.



Note: the format of the Bad words file that you are uploading should be .txt.

Influence of site Bad Words file is extended to many Site sections (Forum, Events, IM). You can still manage the whole file from Administration Mode.

## 12.2. Bad Words control

This section shows list of users who used bad words in mailbox messages, IM, profile forms and Gallery photos commentaries.

Bad word	ds Control   Bad words control area		
Select Site a	area: In mailbox		
N/N	In mailbox In profile forms	Date	
	In profile comments In photo gallery comments In blog In Club Section	List is empty	

There is a list of users for each section. Section is chosen in "Select area" drop-down menu.

You can view each user's bad words statistics by pressing "Statistics" button.

You can also notify user about your further actions by pressing "Communicate" button.

Message delivery way is identical to the one described in "Users/ Communication with your users" section. You can delete user from the list with the help of "Delete" button.

## 13. Area Editor

This section allows you to edit and add the contents of text pages at the bottom menu of your site. You can also set key words and descriptions for each page.

## 13.1. Info Pages

Here you can add a new text page. And edit existing ones, edit their status. You can also change the order of the links for the pages at the bottom menu of the Site. Just use Move



### Up/Move Down buttons for a certain page.

#### Additions | Info pages

Help: This section allows you to edit the contents of text pages at the bottom menu of your site. You can also set key words and descriptions for each page

- Click "Add new page" to add a new page.
   Click "Name" column links to edit the page.
   Use "Move Up" / "Move Down" options to changes the order of the pages.
   Click "Delete" button to delete a page.

Position	Name	Content	Status	
ove Up	1 Testimonials	Your letters and testimonials tell us how this site is making a difference in your lives. Below are some comments received from members. I wrote to thank you for all you are doing and still going to do to make singles find their perfect match, I have found my dream wife. and I know that I would spend the rest of my life with her. No one had ever made me feel this way before. We hope other members w	+	Delete
ove Up ve Down	2 General conditions	YOU MUST BE AT LEAST 18 YEARS OLD TO REGISTER ON THIS SITE. To become a Member you must register with us. When and if you register to become a Member, you agree to provide accurate, current and complete information about yourself as prompted by our registration form ("Profile") and to maintain and update your information to keep it accurate, current and complete. You agree that we may rely on your	+	Delete
ve Up	3 Press	Online dating is the largest site for singles to meet the most singles on the net, it is also best referred to as palace where meeting people online can be a fun and exciting experience. This service allows people from all corners of the world to connect and communicate in a way that no other medium allows. Whether you are single or attached there are millions of people looking to make new connec	+	Delete

<u>Note:</u> adding too many pages there may result in design problems and you should consider that.

### **Editing Text Pages Tips**

All sections (except Take a Tour described below) are edited equally. It is necessary to copy page text html into text section and click 'save' button. You can edit text with the help of standard HTML tags. Let's take one phrase as an example.

b — makes words inside tags pair "<b></b>" as bold

Example: If you create <b>How do you know if you've ever been in love?</b> - your users will

### see it like this: How do you know if you've ever been in love?

i — makes words inside tags pair "<i></i>" as italic

Example: If you create in admin area <i> How do you know if you've ever been in love?</i> -

your users will see it like this: How do you know if you've ever been in love?

U — makes words inside tags pair "<u></u>" as underlined.

Example: <u>How do you know if you've ever been in love? </u> - your users will see it like this: How do you know if you've ever been in love?

br — separates string from another string after <br>>. Put tag <br>> at the end of the string to separate it from another string.

a — puts text inside tags pair "<a href=""></a>" as a link to what is inside this tag pair.

Example: <a href="http://www.pilotgroup.net">Pilot Group</a> - users will see it like a link without tags.

Sup — specifies that the enclosed text should be rendered in superscript, with the enclosed text slightly higher than the surrounding text. This can be useful for mathematical formulas.

Sub — specifies that the enclosed text should be rendered in superscript, with the enclosed text slightly lower than the surrounding text. This can be useful for mathematical formulas.

Code — lets you put code inside your news.

So, as you see this goes from HTML formatting.

Note: It is necessary to save changes with "Save" button before passing to other section editing; otherwise changes won't be saved.



Dating Pro

This section helps you to create virtual site tour. It will attract a lot of users. You can see a list of tours created by you on the main page of the section. Tours are showed in certain order in user mode. Tour order number is indicated in "N/N" field. With the help of "Up" and "Down" buttons you can place tour one position upper or lower. These buttons are applicable to all section pages. Use "Delete" button to delete unnecessary section pages and "Add" button to add new page.

While creating tour page you can indicate its status: active/inactive (it can be changed while page editing). Your site screenshots may become useful for creating a tour. To add screenshot, please, indicate path to graphic file with the help of "Browse..." button in "File" section.

You can also add commentaries to graphic image. Standard HTML language formatting can be applied to this text. If you know HTML very well, use standard formatting buttons suggested on the page ("b", "i", "u", etc.) Use "View" button to preview formatted comments. After previewing you can come back to commentaries editing by pressing "Edit". If you are satisfied with result, press "Add" to save the changes. If you are not sure whether to add newly created tour page, use "Back" button to come back to tours list page.

Note: The Take a tour item won't appear if you don't upload image for it.

### 13.3. Advice section

It's necessary to display Dating Advice for your users. It's edited in the same way as all Info pages. *Please check point 12.1.* 

## **13.4. Success Stories**

It's section to add your users' feedback on your service and match. You can upload multiple photos to text items and they all will be displayed at the site. It's edited in the same way as all Info pages. *Please check point 12.1*.

## 13.5 Help. User manual page (FAQ)

In this section you can create a user manual on how to use your site and what benefits it has. Also place there most asked questions of your site users, locations of main site options and tools.

We have added the basic User manual with subcategory FAQ questions which your users might ask. The Help user manual includes all software features description and Additional modules description. <u>Note:</u> To translate all Help texts into different site languages, you should change language in the main page language of Admin Mode and then translate:



Area Editor | Add EAO Tonic

📀 Help 🕴 🛟 Contact Support Team 🕴 🕚	English 🗨	🕴 💦 Log off
	English	
	Russian	
	French	
	Danish	
	German	
	Italian	
	Bosnian	
	Portuguese	
	Spanish	

To add a new Help section category, press "Add FAQ Topic" and write the name and short description for it using HTML or WISIWIG mode.

•
description for the Topic and dick 'Save' to save changes. Click 'Back' to get back to the Topics list.
lest
Style - Font - Size - Paragraph -

### Save Back

WISIWIG mode allows you to add special effects without knowing html. Use menu buttons in the editor to add styles to your texts.

HTML mode allows you to use your own html coding in creating styles or texts. To access this mode click HTML button at the right bottom corner of WISIWIG editor window.

Use "Edit" button to edit the Category name, press "Delete" to delete the category together with all subcategories. Now, when you've added the Category, you can click the category name to add FAQ subcategories-questions.

To add a subcategory-question, use button "Add FAQ" and add a question a user might ask and an answer to it. There's same editor for answers. Click "Back" to go back to a list of categories. Click "Edit" to edit the section and "Delete" to delete it.

## 14. Site Maps

You can setup Yahoo or Google maps at a site to show users location (if they indicate their city when registering) It's activated in *Admin mode>General settings> Miscellaneous*.



Miscellaneous	
Quantity of symbols in zip-code:	5
To use letters in zip-code:	
<b>Google Maps API key:</b> For View location on map', please, request your own Google API key on <u>Google</u>	0
<b>Yahoo Application ID:</b> For 'View location on map', please, request your own Application ID on Yahoo	datingmap

First you should decide which type of the map you would use Yahoo or Google. Then you activate "Google Maps API key" section for Google maps and "Yahoo Application ID" section for Yahoo Maps. <u>Note:</u> The ID and API key are given to you after you register with the resources. After you get this information, you can insert it into Admin Mode and Save the changes.

After that there will appear <u>View location on Map link</u> for users in search results – viewing the profile (for those who have their location indicated).

### Google XML sitemap option

You can switch on an automatic Site Map generation tracked by Google. Google will track the site map and you'll be able to submit your pages to Search Engines! Learn more at <u>http://www.google.com/support/webmasters/bin/answer.py?answer=34575&topic=1345</u>

## **15. Promo Codes**

### Admin mode>Site Content Management>promo Codes

**Promo Codes** - are special codes which you distribute offline, at other sites and forums, during your marketing campaign to attract more users to your site and to make your existing users more active. Usually, bonuses include either complimentary membership or a sum of money to user account.

You can do it now with PG Social Networking solution. In Promo Codes section you can start and run your own advertising campaign. You can create a campaign and then generate a list of promotional codes (created randomly in a system). Use "Add campaign section" for adding new promo code set.

	Name :					
	Type :	Membership 👻				
	Type value :	1month(s) Gold Members 👻				
	Code count :	3				
	Dates :	01 • 01 • 2009 • - 01	▼ 01 ▼ 2014 ▼			
		Add				
Name	Туре	Type value	Get active codes	Statistic	Dates	
100000						
Test	Membership	Imonth(s) Gold Members	Get active codes	used codes:0/unused codes:3	2009-01-01 - 2014-01-01	Delete

pages: 1



### 15.1 Adding a campaign

To add a campaign and generate new codes, just use the form at the page. You should decide if you would like to grant membership or fill in user account with a code.



Form fields definitions:

Name - is a name of the campaign

Type – may be membership or account. If that's Membership- the users who use your special code will be granted a certain membership when signing up. If it's Account, then you can specify how much money will be put to user account if he registers with the code.

Type value – allows specifying the group where users will go/amount which users will get to their account.

Code count – specifies how many promo codes should be generated.

Dates – allows setting up activation and expiration dates for the codes.

In a table of campaigns you can see the data on used codes, download unused codes (txt file format) and delete a campaign.

Name	Туре	Type value	Get active codes	Statistic	Dates	
Test	Membership	1month(s) Gold Members	Get active codes	used codes:0/unused codes:3	2009-01-01 - 2014-01-01	Delete

The table also shows you stats on used and unused codes. Example: used codes:0/unused codes:3

### 15.2 Promo Codes file/list

Click "Get active codes" link to download promo codes, which haven't been used yet.

<u>Note:</u> You can also download and save promo codes when creating a campaign. When you press "Add" button the system will offer you to download the file automatically.

The file will be of .txt format and will contain all data about campaign, expiration date, a list of codes available for promotion:

```
File Edit Format View Help
Campaign name: Test
Campaign type: Membership
Campaign type value: 1month(s) Gold Members
Campaign date begin value: 2009-01-01
Campaign date end value: 2014-01-01
Codes:
346570
4d9db6
db41b0
```



## 16. Site Services

Alongside with membership services you can offer your users the following:

- 1. Refer a friend feature
- 2. Lift Up profile in search results
- 3. Buy a Banner at a Site (See 10.2)
- 4. VoIP Calls (See 17)
- 5. E-Cards service (See 18)

## 16.1 Refer a friend feature

There's a possibility to allow your users get money to their account after referring friends to your site. The money is put to their account only after a referred person has registered at a site.

To activate this feature you should go to *Admin Mode>General Settings> Site Features management* > Use Paid Refer a Friend feature

Use Friend types on Hot List:	
Use Paid Refer a Friend feature:	0.01 EUR For each referred friend
Allow Hide Profile option for users:	

After that all advertising messages will appear for your site members at Account page, profile page, Invite Friends Module Page. Here's how it looks on Tell a friend page:

### **TELL A FRIEND**

Refer us to your friend and get money on your account for each registered friend here! You get 0.01 EUR to your account for a new registered user referred by you! Send site link to your friend! You can specify up to 5 email addresses separating them by ';' sign!

Interesting site at http://sandbox.bestipoteca.com/Andrey_Glybin
Hello! <a href="http://sandbox.bestipoteca.com/Andrey_Glybin /tell_friend.php?sel=from_refer&code=7820714c558d'>Check this link!

#### ...and account page:

#### MY ACCOUNT STATUS

#### My Current Count: 119 EUR Update account

You still haven't referred any friends to this site??? Hurry up, invite them, and get 0.01 EUR for each referred friend who will sign up! Click 'Update account' to add money to your account for other paid actions at site



It's another service that allows your site members pay for lifting up their profile in search results. The payment is taken from their account and you, as administrator, can set up the amount of payment.

The profile is lifted up in search results until somebody outbids this payment. To activate this feature you should go to *Admin Mode>General Settings> Site Features management >* 

Use payment service- Profile Lift Up in a search:

**Dating Pro** 



## **17. VoIP Calls management**

In general, **Voice-over-Internet protocol (VoIP, IPA: /v··p/)** is a protocol optimized for the transmission of voice through the Internet or other packet-switched networks.

Some cost savings are due to using a single network to carry voice and data, especially where users have underused network capacity that can carry VoIP at no additional cost. Voice-over-IP systems carry telephony signals as digital audio, typically reduced in data rate using speech data compression techniques, encapsulated in a data-packet stream over IP. We have integrated VoIP service from http://Jajah.com.

JAJAH, the world's most innovative communications company, offers flexible, next generation telephony solutions for consumers and businesses. JAJAH's award-winning communication services make it easier for people to stay in touch using any device, on any network, anywhere. Leveraging a universal open telecommunications platform, JAJAH's managed services allow mobile operators, landline carriers, cable





companies, technology companies and other businesses to adopt its voice solutions with minimal investment and time to market. The leading global IP telephony company is headquartered in Mountain View, California.

In our software from Admin Mode you can manage your VoIP calls, activate the system and check call rates.

## 17.1 VolP Settings.

Admin mode>VoIP Calls>VoIP Settings

We have integrated Jajah calls service and that's why you would need to register with them for a Business account to activate your VoIP calls service at a site.

### **17.1.1 Account Activation Instructions**

Here's a list of actions you should take:

Register for a Business Account Activation at http://jajah.com/business/users/registration/
 After registration confirmation, Resellers must register for the reseller API service by sending a request to the Jajah support team. Send the following information to support@jajah.com:

- Company name
- IP address or range
- Note that to use the service, the reseller must have a static IP address.
- IP address verification is part of the security mechanism that prevents fraudulent access.
- Jajah user names and account details

• After approving a request, Jajah will open a business account for the reseller and will notify the reseller by email.

• You may be requested to fax a copy of any bill to confirm your company identity (or your identity) for payments.

Your bill should have: your name, company name (if exists), your address (indicated when registering). <u>Note:</u> if you have delays in your account activation, contact us and we'll proceed it faster by contacting our partners directly.

**3)** After your account's activated, you'll get access to your panel at Jajah where you'll be able to manage your payments to Jajah for calls.

**4) IMPORTANT**: you should request your Business Account ID from Jajah support to activate your API at *Social Networking Admin Mode>VoIP settings* section.

In admin mode you should simply insert the data you get from Jajah:



* GetMemberBalance: empty	username
Account Administrator:	
Password:	
Account ID:	
Income per cent (%):	10
Currency rate:	1 EUR = 1
Save	

Month limit on Jajah account: Add funds \* You can set it in

Account Administrator – name of a person who has registered for Jajah account.

**Password** - your password for Jajah account

Account ID – Business account ID (requested from Jajah support)

### 17.1.2 Rates Setup

1) You can set up rates for your users to call. You should indicate per cent increase for the current rates from Jajah. In this case the rates for the users for a call will be higher for this per cent and you'll profit from calls at your site. Just fill in "Income per cent (%):" field and save changes.

<u>For example</u>: Income per cent is 10%, the initial rate is 1 USD. Then the price you pay will be 1 USD and the user will pay you 1,1 USD.

2) Once you activate your account, you'll be able to see rates and manage them.

You can set it in your Jajah account. Each user after registration is automatically added to your Jajah Business account and you can set up money limit for each user.

"Add funds" is a quick link which allows you to add funds at your Jajah page to your Business account.

## **17.2 VoIP Statistics**

Admin mode>VoIP Calls>VoIP Statistics

On that page you can view calls statistics for your users, calls costs and dates. You can check Total call costs and Last calling Dates. Click name-link of a user to view his data.

<u>Note:</u> You pay as a Business acount user to Jajah directly from your Jajah account page. And total stats is available in that personal section.

## 17.3 VoIP Activation at a site

You can switch on/off VoIP feature at a site from admin mode>Site Settings Management>General settings> Use VoIP calling on site



Your users will be asked to add their phone numbers when registering and then later on.

## 18. E-Cards service at a site

**Dating Pro** 

Admin mode>Site Content Management>ECards

This section allows you to manage e-cards your users will be able to present to each other. It's a paid service. The money is taken from user account or through online payment. You can manage orders, categories of e-cards, music for cards.

<u>Note</u>: To translate all E-Cards texts into different site languages, you should change language in the main page language of Admin Mode and then translate:



### 18.1 E-Cards Catalog

In this section you can view categories of e-cards, their subcategories and the Ecards themselves. It's a 30 level catalog (category/subcategory/e-cards).



<u>Note</u>: Use tools to go from one category to another very fast: Jump to Category drop downs are in this section to help you manage your ecards faster.

### 18.1.1 Adding main category.

You can add a category by clicking "Add category" link.

Category name *:	
Description *:	
Category image:	No Image Browse_
	Add Back

Insert the name, description and status.

<u>Note</u>: There's a possibility to upload an image for a category in "Category image:" section. If you upload any, it'll be displayed there at main page for E-Cards.

If you don't upload any image, the system will insert any image from e-cards in that category. The image will be changing randomly every time you open a page.

### 18.1.2 Editing Categories in a catalog

Once you created a category, it'll appear in a main table list. To edit the description or name, click "Edit" link. To delete click "Delete".

Add category ECards Import

ages: 1			
Categories			
Birthday	Congratulate the ones you love on their special day! Give you presents online with our cards!	Happy birthda	Subcategories   Edit   Delete
<u>Family</u>	Send your warm, beautiful and spiritual blessings for your loved one, friends or family on their birthday!	Constant of the second	<u>Subcategories</u>   <u>Edit</u>   <u>Delete</u>

### 18.1.3 Subcategories management.

Click "Subcategories" link for the category to add/edit/view subcategories. You can also click category name to do it.



Add card

back to categories list			Add subcatego
ump to Category: Birthday	✓ Jump to Subcategory: Please select ✓		
pages: 1			
Categories			
Congratulations	Say warm words for birthdays, special events!	Happy birthda	<u>View Items</u>   <u>Edit</u>   <u>Delete</u>
Anniversary	Don't forget about special events in someone's life! Show that you care and choose a nice ecard for them.		<u>View Items</u>   <u>Edit</u>   <u>Delete</u>
pages: 1			

Here you can add a subcategory: click "Add subcategory" link at the top, insert necessary information and browse an image if necessary.

Note: There's a possibility to upload an image for a subcategory in "Category image:" section. If you upload any, it'll be displayed there at main page for E-Cards. If you don't upload any image, the system will insert any image from e-cards in that subcategory. The image will be changing randomly every time you open a page.

After you add a subcategory, you can see it in a table. There are options to edit and delete subcategory. Check links Edit and delete in a table. Click "View Items" to view the ecards in the subcategory.

### 18.2 E-cards management.

In this level you can add e-cards, sort them out and save.

Back to categories list Back to subcategories list

•

Jump to Category: Birthday Jump to Subcategory: Congratulations 👻 pages: 1 Cards Price Status Happy Birthday! 1.00 Edit | Delete Sweets! 1.00 Edit | Delete A special present... 1.00 Edit | Delete

### Adding a card



Click "Add Card" to add a card. You can set up a price and status for a card, write a short description and upload the email of the card itself. Save your card to see it in a list.

As for Status, "+" shows that the e- card is active and is seen at a site, "-" makes a card inactive. <u>Note</u>: price currency is set according to a general Site currency. The payment will be taken from a user account.

Click "Edit" to edit the e-card. Click "Delete" to delete.

## 18.3 E-Cards Songs

Your e-cards can be sent accompanied by music. In this section you can add music clips for your users to choose.

You can listen to the melodies you have uploaded by using special buttons at a player in a table. Click play icon to play (at the left) and change volume with a right hand icon of a sound maker.



### Adding a Song

To add a song, click "**Add song**" link to add a melody.



Song name *:	Jingle Bells
Status:	
Song file:	No File Browse_
	Add Back

Just upload a song file and click "Add".

To edit a song, click Edit link in the main table and there you can also listen to a song. To delete a song, click Delete.

Once all is done and set up your users will be able to choose an e-card and send it to other site users. The User mode for songs will look like that:

	×
CHOOSE A SONG	
► 00:00 ► O0:00 ► Happy birthday to you	
► 00:00 I O0:00 ·(····IIII) ○ Jingle Bell	
► 00:00 Love You	
► oo:oo t oo:oo t oo:oo t oo:oo too oo oo oo oo oo too t	
► 00:00 Co:00 · · · · · · · · · · · · · · · · · ·	
Choose	
And for e-cards:	
LET'S BE FRIENDS	
■ Back to categories list Wy orders	
Let's be friends! Yes?	
Price: 1.00 EUR	
Select User	
Confirm and send	
TEMA LE CONTRACTOR	
► 00:00 C C C C C C C C C C C C C C C C C	

## 18.4 E-Cards Orders

Here you can see all ordered e-cards by your users at a site. You can view recipients, status of delivery and prices.

Card header	Price	Card Sender	Card Recipient	Card Image	Order status
You're my Flower- let's date!	1.00	demo	<u>Akron</u>	Serve for	Sent and Read
Happy Birthday!	1.00	<u>demo</u>	MarkGuy	Happy birthda	Paid and Sent
Let's be friends	1.00	<u>demo</u>	Victor		Paid and Sent

Order status:

**Dating Pro** 

- Sent and Read means that the Card was viewed;
- Paid and Sent means that the card was paid but not viewed by recipient.

<u>Note:</u> You can click card sender's name or card recipient name to get to their profile and contact them from there. Use "Communicate" button to contact.

## **19. Questions and Answers section**

#### Admin mode>Site Content Management>Questions and Answers

This section is devoted to your users' communication. You give them an ability to ask questions and get answers from other people on a site. Administration Mode is very dynamic and here you can

manage the whole section.

Career and Education	A Ce	tification and Licenses	~	Your question:
Communication Events and Venues International Law and Legal	Ed Fre Job Oct	ucation and Schools elancing and Contracting 9 Search cupational Training		
Locations Relations	Re	Resume Writing	Details:	
Teercel	•		*	
	Add		Add	
	Edit		Edit	
	elete		Delete	Add question
All opened Questions All closed Que	estions All y	ours Questions		
Ouestions				
Questions in: Career and Education-> Cer	tification and Licer	ses		
Total Questions: 0				
opened Os dosed Os	vours Os			

### 19.1 Q&A categories and subcategories



This page consists of categories that have subcategories. You can add a category yourself and a subcategories for it by clicking "ADD" button and typing in the Category name into the field (then click Save). The buttons are under the category window.

Career and Education	A			
Communication				
Events and Venues				
International				
Law and Legal				
Locations				
Relationships, dating	-			
Painting	Save			
	Edit			
	Delete			

Also you can edit a category by choosing a category in a list and editing it:



To delete a category, mark it in categories window and press "Delete". Subcategories are Added/Edited/Deleted in the same way as Categories.

## 19.2 Adding your own question

If you want to add your own question to a category and get answers from your users, you can do it here too. Just choose a category, subcategory, add question and details. Press "**Add question**" to ask.

Career and Education	· · ·	Certification and Licenses		Your question:	
Communication Events and Venues International Law and Legal Locations Relationships, dating	II	Education and Schools Freelancing and Contracting Job Search Occupational Training Resume Writing	Ŧ	How can I get certificate?	
Career and Education	Add	Certification and Licenses	Acd Save		
	Delete		Delete	Add question	



You, as admin will be able to see your question and edit it if necessary. There's also a link to delete it. You can view stats for your questions and control answers. You can also contact a person who's asked a question if you need something.

Questions		
Questions in: Car	reer and Education-> Certification and Licenses	
Total Questions	:1	
opened Qs	🖾 dosed Qs 👘 yours Qs	
	asked: 1sec ago   count answers: 0	Edit
	Qs: How can I get certificate?	Delete
	Details: I need to get a certificate in Massage	Communicate
admin		
20 years old		

### **19.3 Managing answers**

When you view the questions you can also see answers by clicking answers link. Dynamic menu will open up and show you who was answering you.

## **Conclusion:**

PG Dating Pro has a list of additional modules that may add much to your site functionality and give you more traffic! <u>Documentation on additional modules</u> for PG Dating Pro is listed at <u>http://datingpro.com/dating/manuals.php</u> as <u>Modules Management Manual</u>.

If you still find managing your site complicated please let us know so that we could help you online (in our Live Chat) and by phone. We'll also appreciate your suggestions on how to serve you better, improve our manuals, the directions of our software development. Feel free to contact us! New <u>design</u> <u>Templates</u> are adjusted accordingly: Niche, Matrimonial and 3 Casual! Feel free to request them for your August 2009 version!

### **Our contact information:**

Main site: http://www.datingpro.com/dating Features list: http://www.datingpro.com/dating/features.php <u>Manuals page</u>: http://datingpro.com/dating/manuals.php <u>Call us</u>: 1(866)2821029, 1(888)2288440 (US toll free) <u>Fax</u>: 212 401-4333 Support page: http://pilotgroup.net/support/