

## Business Assist



User Guide  
v 1.0

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## ➤ **Introduction :**

Business Assist application is a native android application that allows you to bring your Woocommerce web store to a native mobile app as easy as plug and play. The application gives you real-time sales statistics and also a history of all orders. You just need to add your website url and keys to the app and your store will become a native mobile as shopping cart.

With Business Assist Integration, you can manage your online web store quickly and effectively. You can download and install Wordpress plugin directly from our website: [www.oscprofessionals.com](http://www.oscprofessionals.com)

➤ **Required Plugin:**

Business assist Api Plugin (**businessassist-order-creation-api**) is required for the application .You need to install this plugin to your **Web Portal**.

Note : To download this plugin visit the below URL

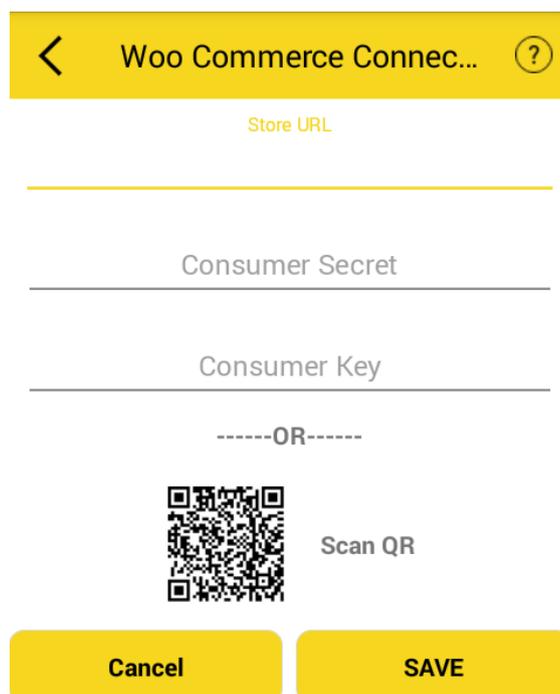
URL : <http://www.oscprofessionals.com/extensions/woocommerce-plugin/>

➤ **How to use:**

### Add Connection Screen

User need to enter the Base Url of the wordpress site and can enter consumer key and consumer secret key or can also scan Qrcode to fetch Consumer key and consumer Secret key.

- Enter your Store Url
- Enter your Consumer Key
- Enter your Consumer Secret Key  
and then click on Save button.



Woo Commerce Connec... ?

Store URL

Consumer Secret

Consumer Key

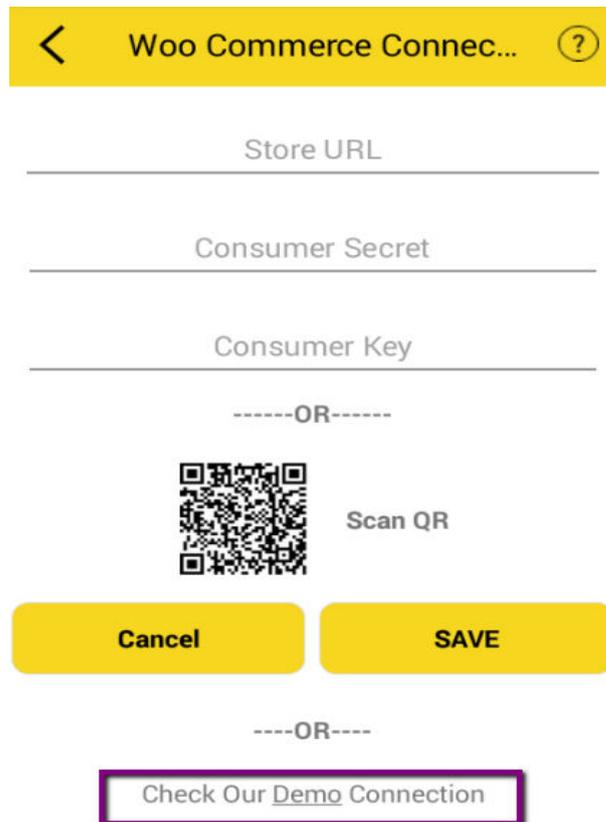
-----OR-----

Scan QR

Cancel SAVE

**Note-We have provided help guide for how to get Consumer key and Consumer Secret key.  
Click on icon which is on right side corner in store connection page.**

If the user want to check the Demo connection, user can click on “Check our Demo connection ” link.

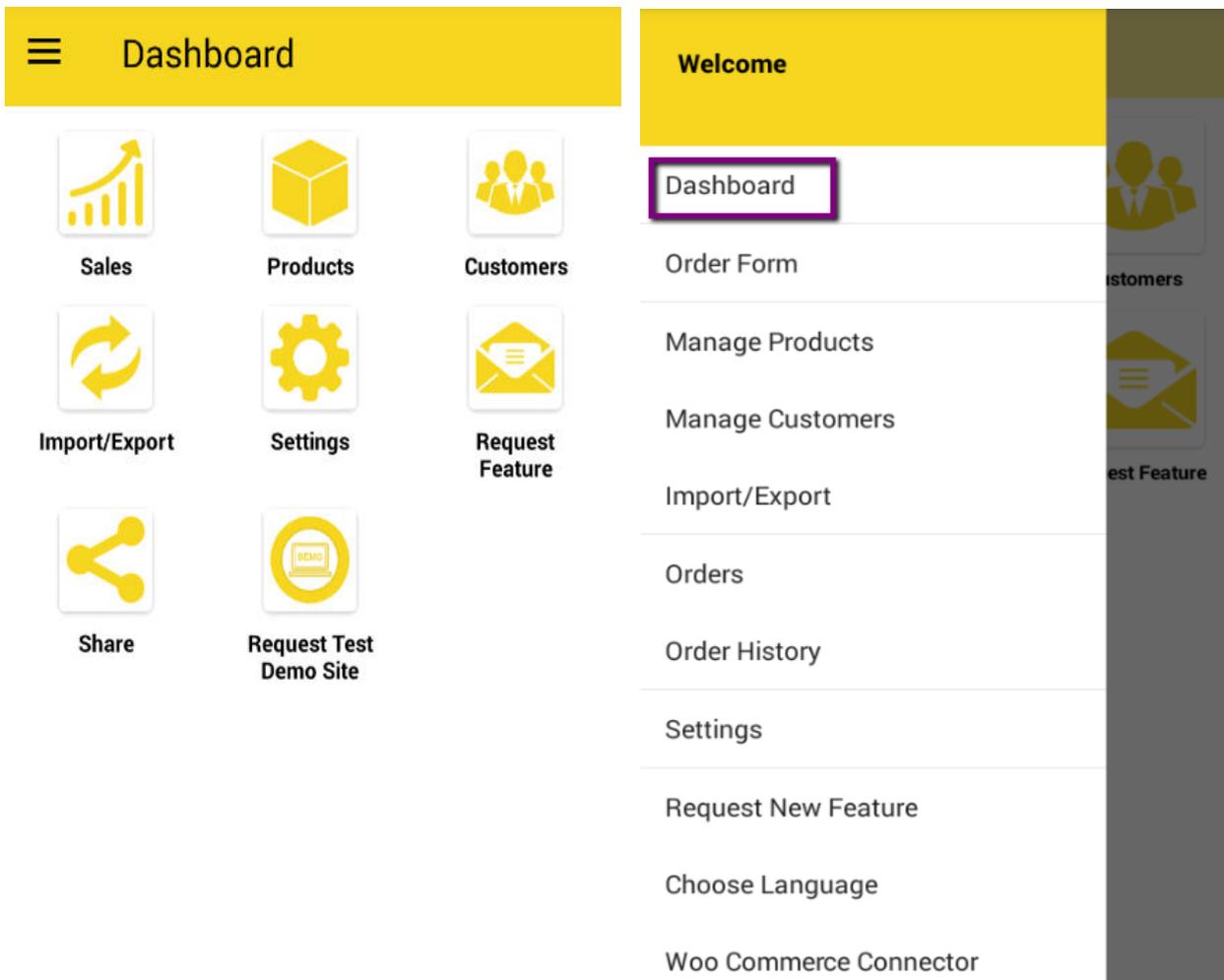


The screenshot shows a mobile application interface for connecting to a Woo Commerce store. At the top, there is a yellow header bar with a back arrow, the text "Woo Commerce Connec...", and a help icon. Below the header are three input fields labeled "Store URL", "Consumer Secret", and "Consumer Key". A separator "-----OR-----" is followed by a QR code and the text "Scan QR". At the bottom, there are two yellow buttons: "Cancel" and "SAVE". Below these buttons is another separator "----OR----" and a button labeled "Check Our Demo Connection", which is highlighted with a purple border.

## ➤ Screen Description

### Dashboard Screen

After installation of the application, when you open the “Business Assist” application you will see the first page “Dashboard”. On "Dashboard" you will see "Sale", "Products", "Customer", "Import/Export", "Setting", "Request Feature", "Request test Demo Site", "Share"



## ➤ Manage products

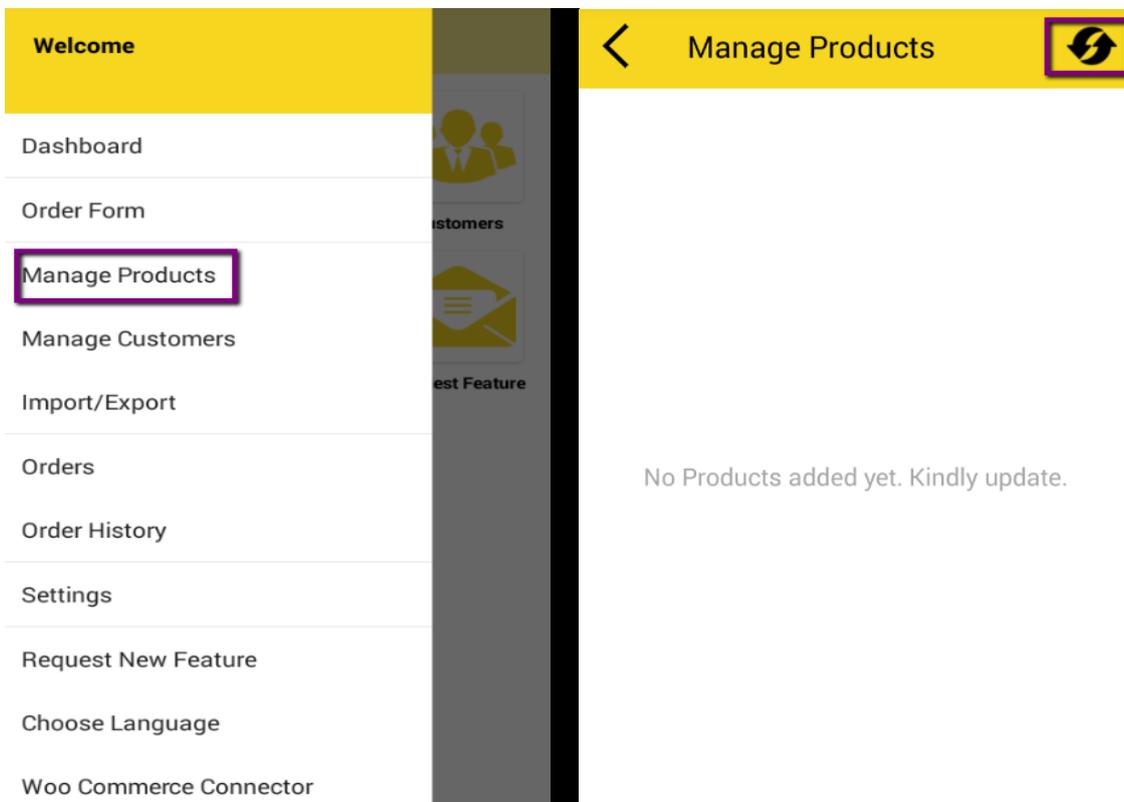
To use App you need to download products in App from woo commerce Store. So that you can take your order and avoid paper work and maintain accuracy. To download products in App you can follow one of the process

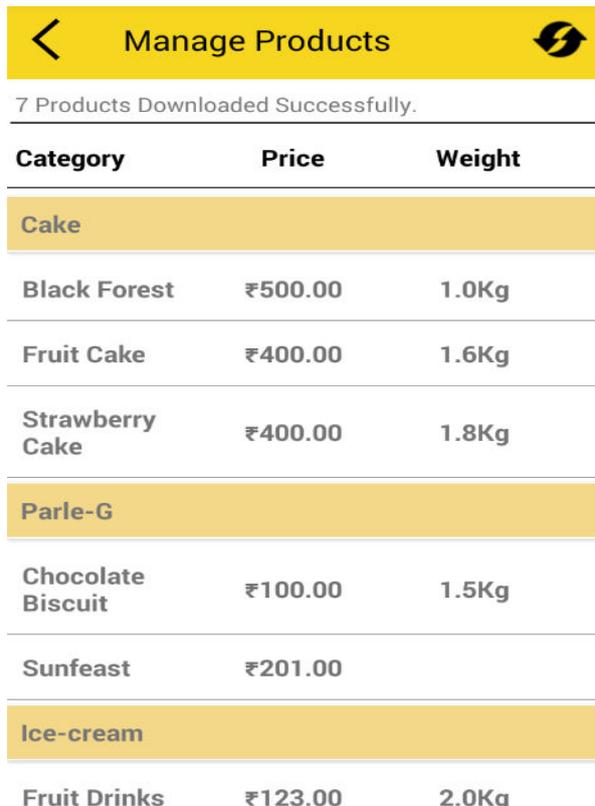
- Download from Manage products Page or from Import Export.

### *Upload Products:*

To download the products follow the steps:

- Go to Drawer .
- Click on Manage Products.
- From header click on "Update" icon.





Manage Products

7 Products Downloaded Successfully.

| Category          | Price   | Weight |
|-------------------|---------|--------|
| <b>Cake</b>       |         |        |
| Black Forest      | ₹500.00 | 1.0Kg  |
| Fruit Cake        | ₹400.00 | 1.6Kg  |
| Strawberry Cake   | ₹400.00 | 1.8Kg  |
| <b>Parle-G</b>    |         |        |
| Chocolate Biscuit | ₹100.00 | 1.5Kg  |
| Sunfeast          | ₹201.00 |        |
| <b>Ice-cream</b>  |         |        |
| Fruit Drinks      | ₹123.00 | 2.0Kg  |

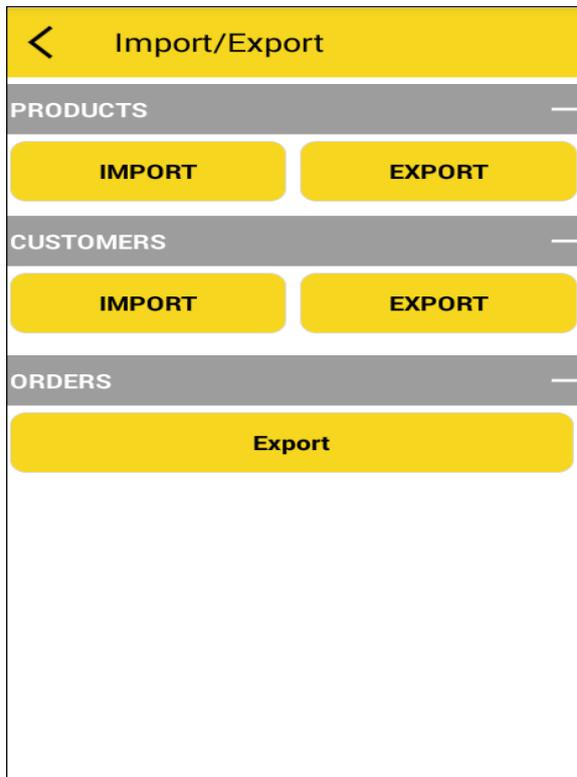
Another way to download products is Import/export

- Go to dashboard
- Click on Import/Export

Import/Export page will get display in which you can import/export

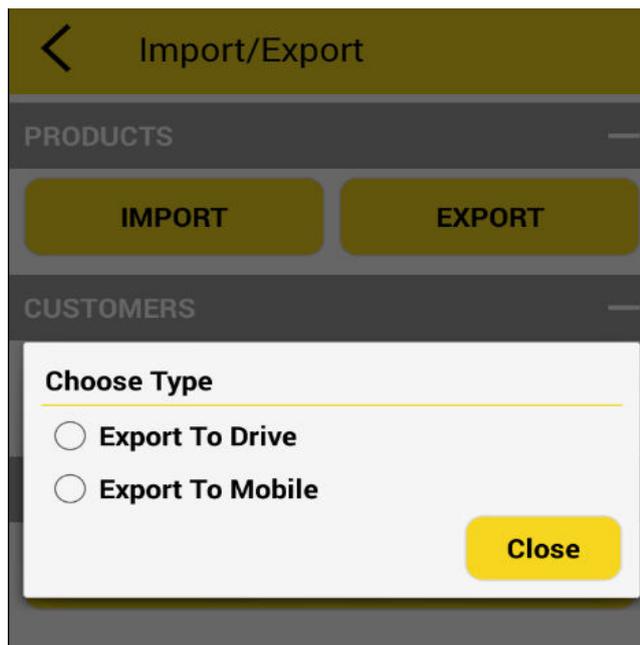
- 1.Products
- 2.Customers
- 3.And Upload Orders

By clicking on **Import** all the products will get display in product list.



By clicking on **Export** one pop-up will get display as Choose Type

1. Export To Drive
2. Export To Mobile



If user select option as "Export To Drive" then CSV file will create in Google drive and if user select option as "Export To Mobile" then CSV file will create in mobile storage.

After Uploading Products, It get display in Product list.

## ➤ Manage Customer

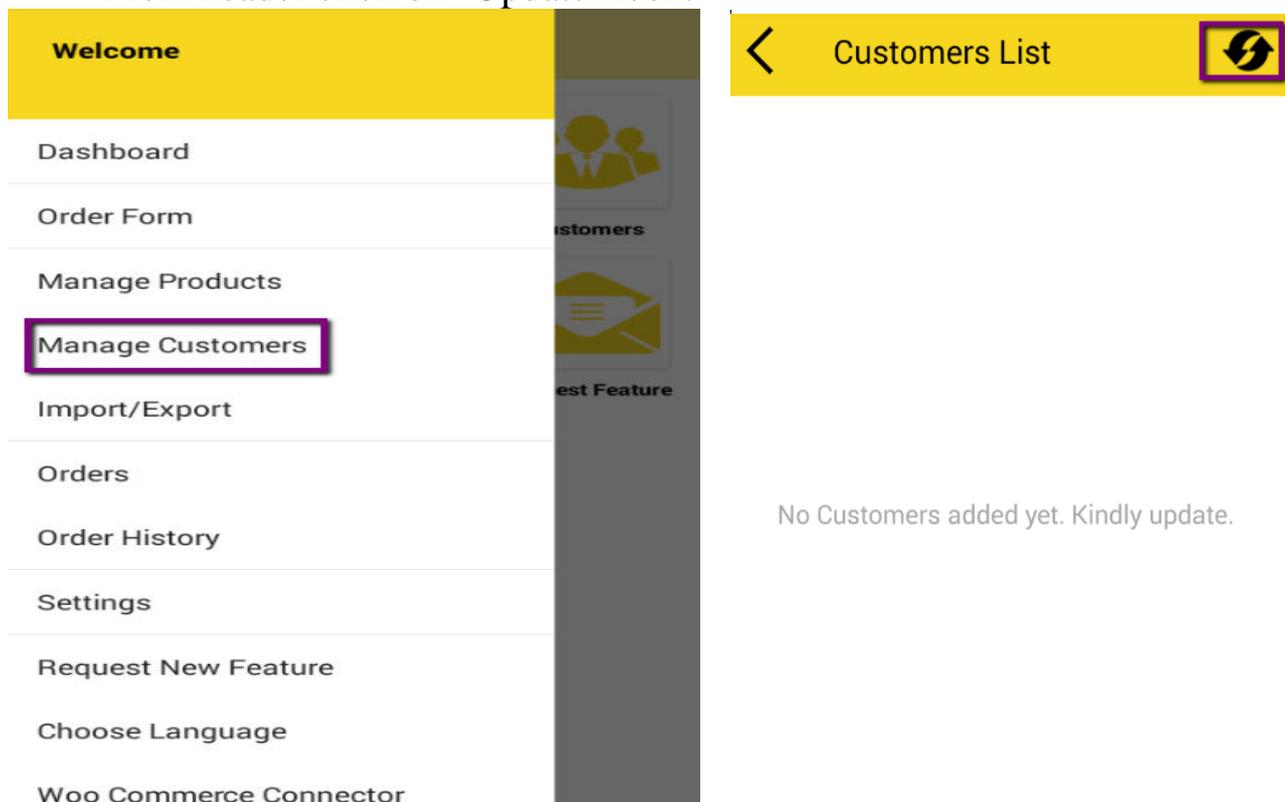
To download customers in App follow the Process.

- download from Manage Customers Page or from Import Export.

### *Download Customers:*

To download the Customers follow the steps:

- GO to Drawer
- Click on Manage Customers
- From header click on "Update" icon.

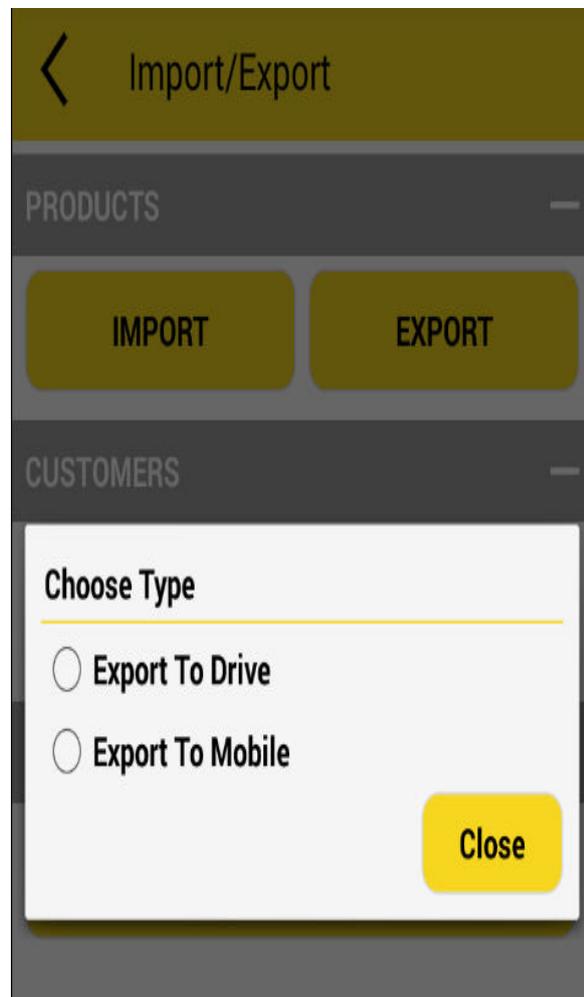


Another way to upload products is **Import/Export**.

- Go to Dashboard
- Click on Import/Export

By clicking on **Export** one pop-up will get display as "Choose Type".

1. Export To Drive
2. Export To Mobile



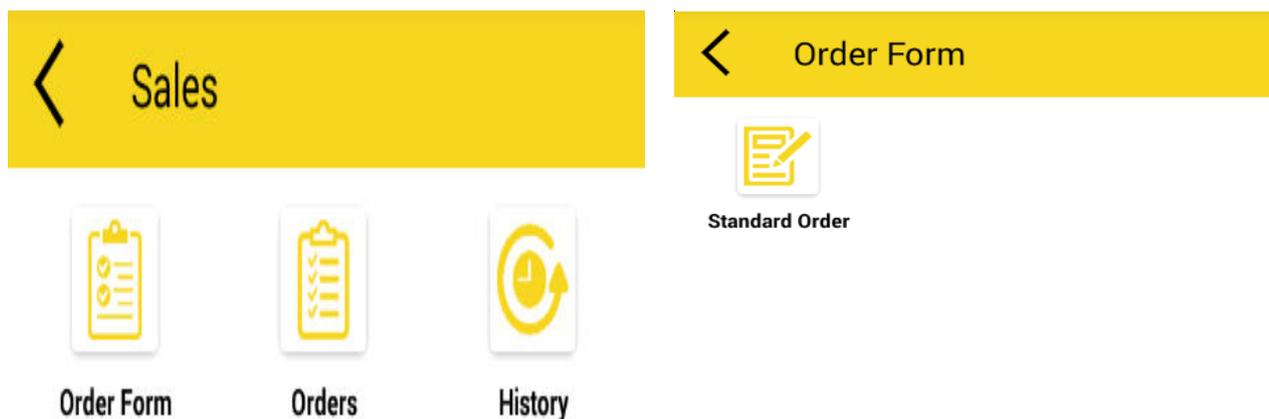
If user select option as "Export To Drive" then CSV file will create in Google drive and if user select option as "Export To Mobile" then CSV file will create in mobile storage.

After downloading Customers, It will get display in Customer list.

## ➤ Order Form

A basic order form for product where user can order products .

- Open Drawer
- Click on Order Form

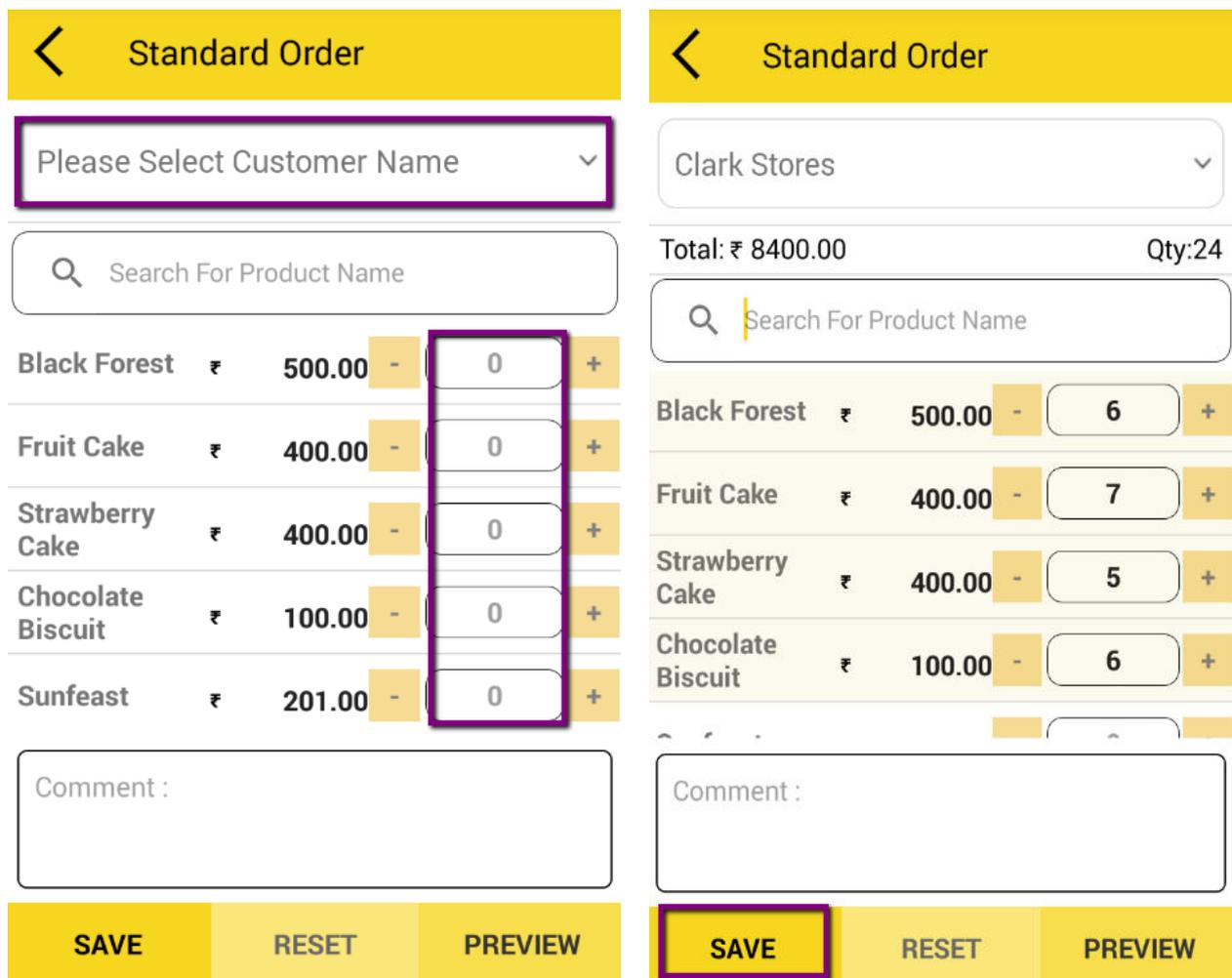


In Order form window, you will see **Standard Order Form**..:

## ➤ Standard order form

Standard Order form is where user can order the product and place an order to

the order list . Here in this page user has to select the customer name from the drop - down. Then add product quantity ,User can search particular product directly in the search block and also can edit price of a specific product for which order to be placed. After adding product to the list click on “Preview” .



**Standard Order**

Please Select Customer Name

Search For Product Name

|                   |   |        |   |   |   |
|-------------------|---|--------|---|---|---|
| Black Forest      | ₹ | 500.00 | - | 0 | + |
| Fruit Cake        | ₹ | 400.00 | - | 0 | + |
| Strawberry Cake   | ₹ | 400.00 | - | 0 | + |
| Chocolate Biscuit | ₹ | 100.00 | - | 0 | + |
| Sunfeast          | ₹ | 201.00 | - | 0 | + |

Comment :

**SAVE**    **RESET**    **PREVIEW**

**Standard Order**

Clark Stores

Total: ₹ 8400.00    Qty:24

Search For Product Name

|                   |   |        |   |   |   |
|-------------------|---|--------|---|---|---|
| Black Forest      | ₹ | 500.00 | - | 6 | + |
| Fruit Cake        | ₹ | 400.00 | - | 7 | + |
| Strawberry Cake   | ₹ | 400.00 | - | 5 | + |
| Chocolate Biscuit | ₹ | 100.00 | - | 6 | + |

Comment :

**SAVE**    **RESET**    **PREVIEW**

Here preview will show the order which you have created with total amount and weight.



After that close preview and click on “Reset” button ,so that the product which you have added will be cancel .Re-enter the new product and the new customer name and click on “Save” ,So that your order will be placed to the order list

Standard Order

Clark Stores

Total: ₹ 8400.00 Qty:24

Search For Product Name

|                   |   |        |   |   |   |
|-------------------|---|--------|---|---|---|
| Black Forest      | ₹ | 500.00 | - | 6 | + |
| Fruit Cake        | ₹ | 400.00 | - | 7 | + |
| Strawberry Cake   | ₹ | 400.00 | - | 5 | + |
| Chocolate Biscuit | ₹ | 100.00 | - | 6 | + |

Comment :

SAVE RESET PREVIEW

Standard Order

Please Select Customer Name

Search For Product Name

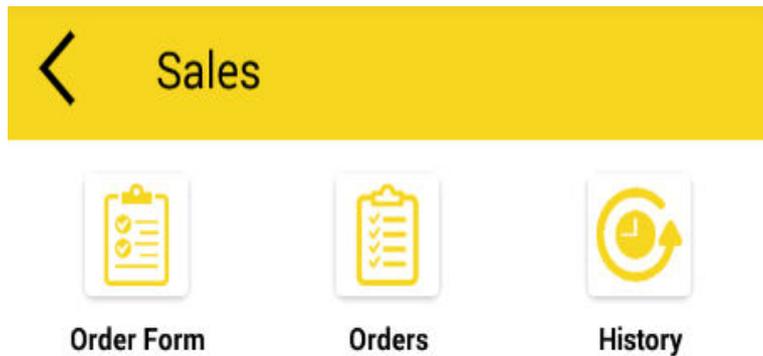
|                   |   |        |   |   |   |
|-------------------|---|--------|---|---|---|
| Black Forest      | ₹ | 500.00 | - | 0 | + |
| Fruit Cake        | ₹ | 400.00 | - | 0 | + |
| Strawberry Cake   | ₹ | 400.00 | - | 0 | + |
| Chocolate Biscuit | ₹ | 100.00 | - | 0 | + |
| Sunfeast          | ₹ | 201.00 | - | 0 | + |

Comment :

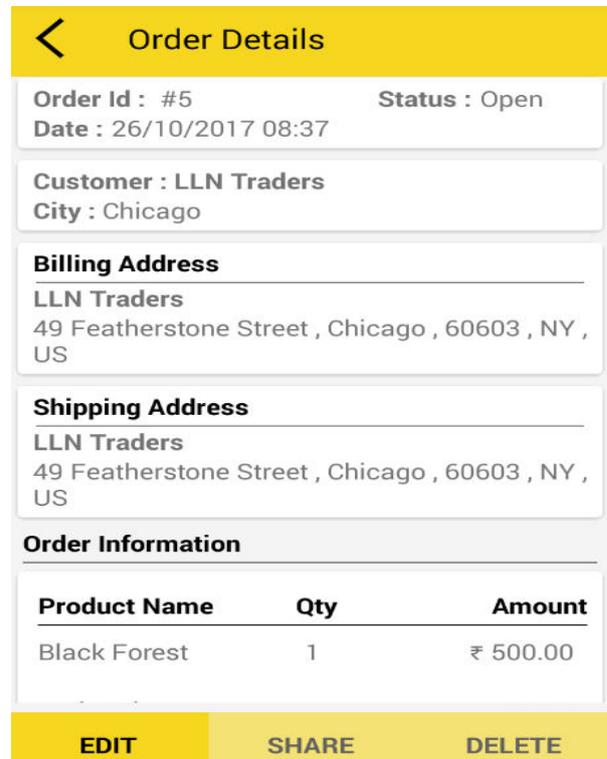
SAVE RESET PREVIEW

## ➤ Orders

- Select orders from Dashboard or Drawer.
- Here user can see the order list.
- By clicking on “+” icon on screen, It will jump on Order form page .
- Order form Screen contain Standard order form.

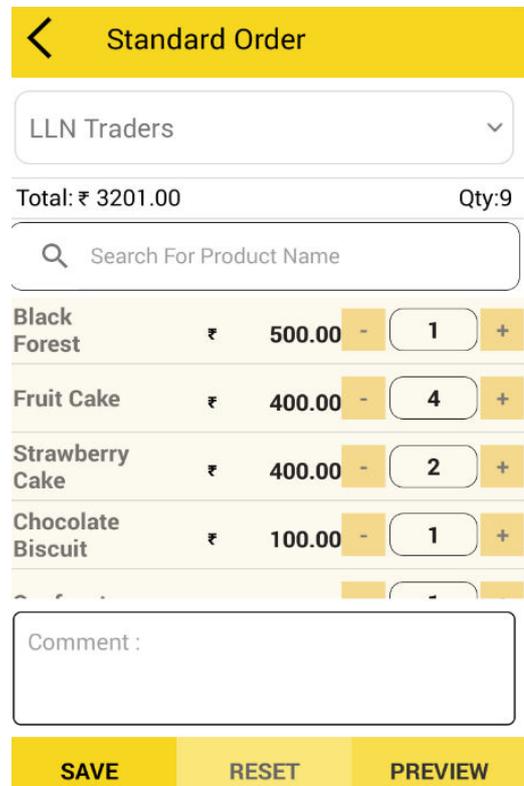
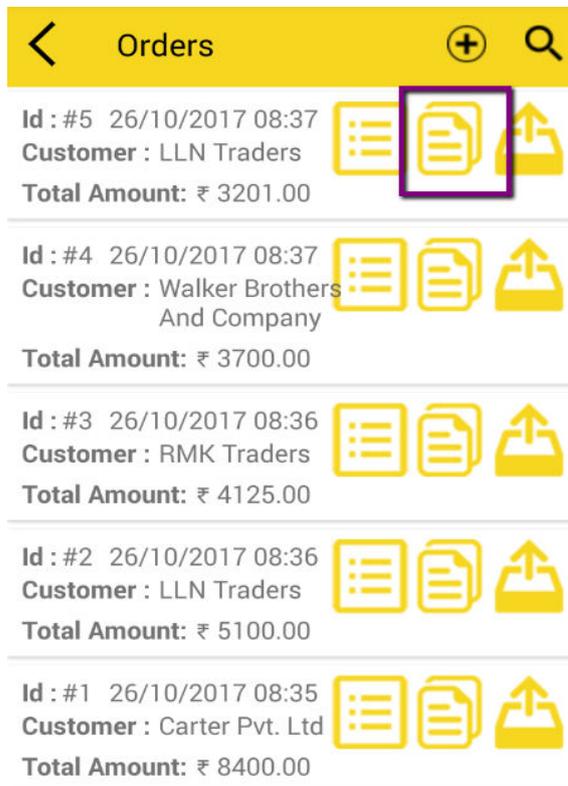


In order list, user can see the order detail ,copy order and order upload icon. By clicking on order detail full details of order is visible to the user.



Here user can Edit, Share, Delete the order.

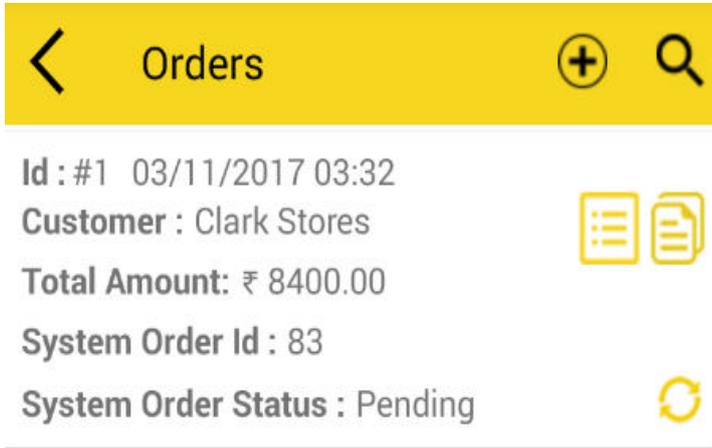
- By clicking on Copy icon- User can Easily refer to previous orders which helps in generating new order.



The order form will open with same data and automatically generate different id.

- User can update the data and save it.
- This order will be saved in order list with different id.
- By clicking on order upload button , order will be uploaded to the web portal.

Once order is Uploaded to the web portal upload icon will be invisible .



Orders

Id : #1 03/11/2017 03:32

Customer : Clark Stores

Total Amount: ₹ 8400.00

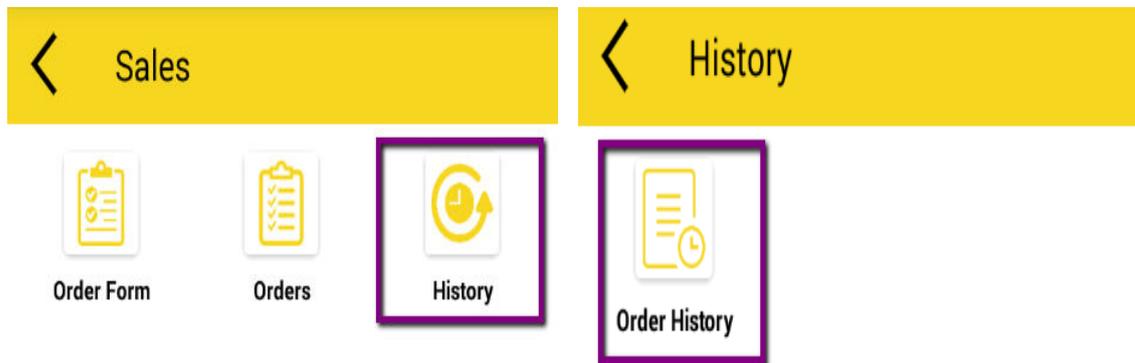
System Order Id : 83

System Order Status : Pending

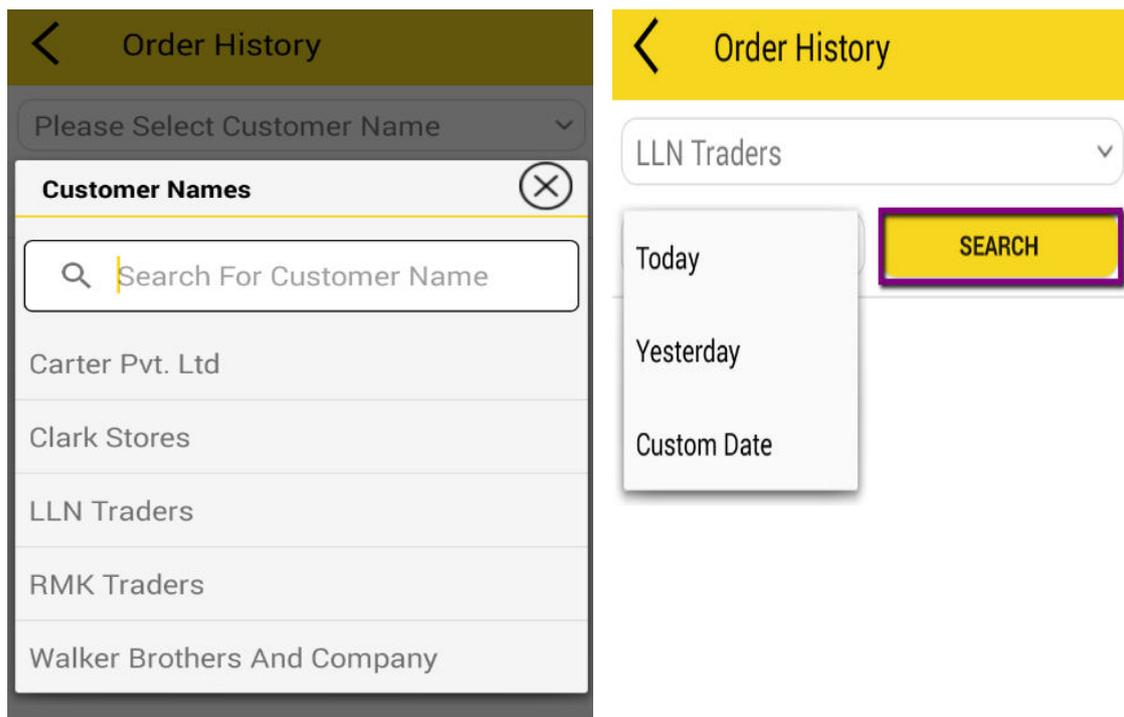
### ➤ Order History :

Order history contain the placed order List.

- Select order History from dashboard or drawer.



- Select customer name whose order history you want to see. Then select custom date and click on search .



- By selecting customer name, order history of that particular customer will display on screen.
- User can select the order which has to place again by clicking on checkbox.

Order History

LLN Traders

Yesterday SEARCH

---

Id :#5  
26/10/2017 08:37  
Total Weight :12.5kg

---

Id :#2  
26/10/2017 08:36  
Total Weight :24.7kg

- After that check mark the order to preview the details of the order or to share the order.

Order History

LLN Traders

Yesterday SEARCH

---

Id :#5  
26/10/2017 08:37  
Total Weight :12.5kg

---

Id :#2  
26/10/2017 08:36  
Total Weight :24.7kg

SHARE MESSAGE

PREVIEW

- Here preview will show the products detail, total amount, quantity and weight before sharing with seller.

**PREVIEW** ✕

---

#5  
26/10/2017 08:37  
LLN Traders

Black Forest : 1@₹ 500.00 = ₹ 500.00  
 Fruit Cake : 4@₹ 400.00 = ₹ 1600.00  
 Strawberry Cake : 2@₹ 400.00 = ₹ 800.00  
 Chocolate Biscuit : 1@₹ 100.00 = ₹ 100.00  
 Sunfeast : 1@₹ 201.00 = ₹ 201.00

|              |   |           |
|--------------|---|-----------|
| Total Amount | = | ₹ 3201.00 |
| Total Qty    | = | 9         |
| Total Weight | = | 12.5 Kg   |

Grand Total Amount = ₹3201.00  
 Grand Total Weight = 12.5 Kg

**Close**

- By clicking on share message option user can share the order through social media.

< **Order History**

LLN Traders ▼

Yesterday ▼ SEARCH

**Id :#5**  
 26/10/2017 08:37  
 Total Weight :12.5kg

**Id :#2**  
 26/10/2017 08:36  
 Total Weight :24.7kg

**SHARE MESSAGE**
**PREVIEW**

< **Order History**

LLN Traders ▼

Yesterday ▼ SEARCH

Complete action using

 **Bluetooth**

 **Email**

 **Messaging**

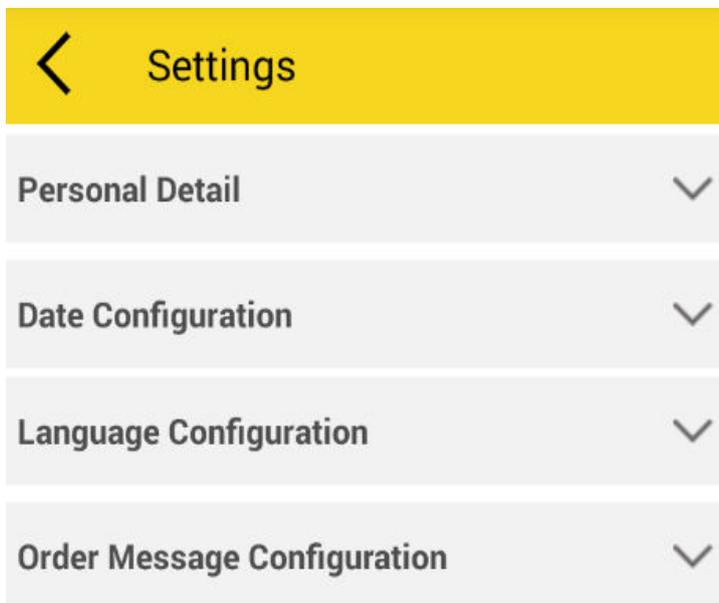
Always
Just once

**SHARE MESSAGE**
**PREVIEW**

## ➤ **Setting**

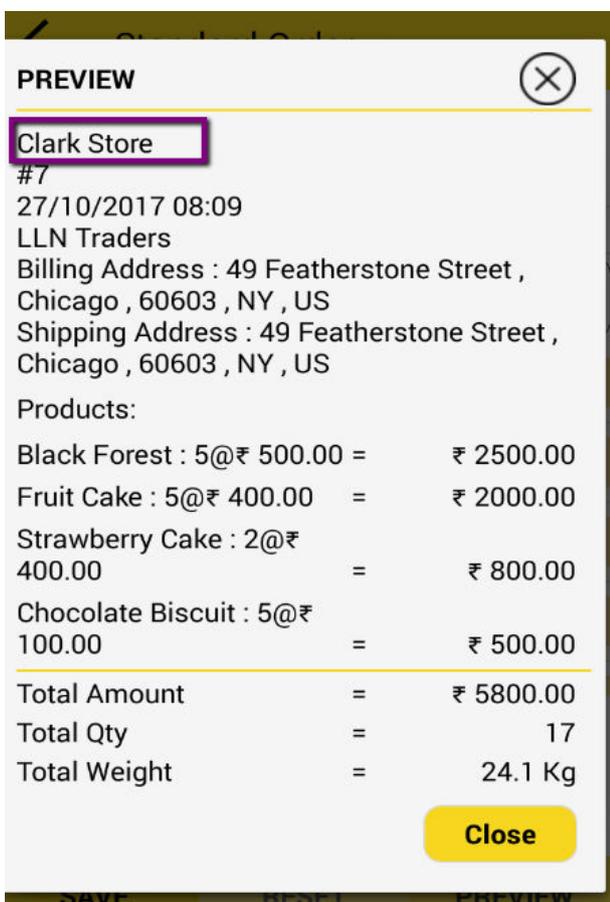
It help to do following configuration :

1. Personal Details.
2. Date configuration.
3. Language configuration.
4. Order Message Configuration.



### ➤ Personal Details

In personal detail you can enter your "Company Name". When you will see the order details your company name will display.



**PREVIEW** (Close icon)

Clark Store  
#7  
27/10/2017 08:09  
LLN Traders  
Billing Address : 49 Featherstone Street ,  
Chicago , 60603 , NY , US  
Shipping Address : 49 Featherstone Street ,  
Chicago , 60603 , NY , US

Products:

|                                     |                  |
|-------------------------------------|------------------|
| Black Forest : 5@₹ 500.00 =         | ₹ 2500.00        |
| Fruit Cake : 5@₹ 400.00 =           | ₹ 2000.00        |
| Strawberry Cake : 2@₹<br>400.00 =   | ₹ 800.00         |
| Chocolate Biscuit : 5@₹<br>100.00 = | ₹ 500.00         |
| <b>Total Amount =</b>               | <b>₹ 5800.00</b> |
| <b>Total Qty =</b>                  | <b>17</b>        |
| <b>Total Weight =</b>               | <b>24.1 Kg</b>   |

Close

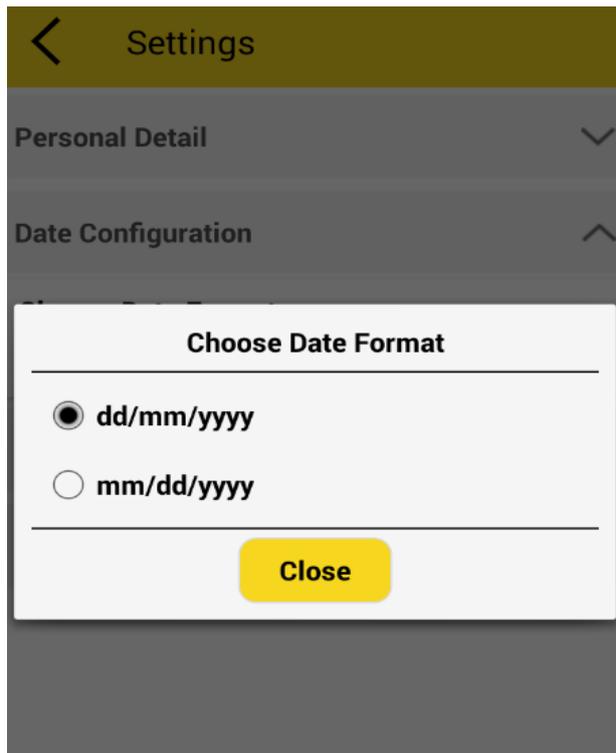
SAVE RESET PREVIEW

### ➤ Date configuration

Here you can change the date format .

- 1.dd/mm/yyyy
- 2.mm/dd/yyyy

## Change date format



### ➤ Choose language :

As it support multi-language it will be easy for the user to understand the application very well .

- Go to Dashboard
- Select Choose language
- Select the Primary language.

➤ **Primary language :**

- With the change of primary language, application language will change.

◀ Choose Primary Language

বাঙালি  
Bengali

---

English ✓  
English

---

français  
French

# Thank you!

If you have any **Queries** or **Feature Suggestions**, please contact us at:

<http://www.oscprofessionals.com/contact-us/>

**Skype: osc\_support**

Your feedback is always welcome!