GLADEPAY QUICKCOMMERCE.

CREATE FREE ONLINE STORE, SELL & RECEIVE PAYMENTS FROM YOUR CUSTOMERS.

Product & Product Image Uploading
USER GUIDE.

1 Visit www.gladepay.com and click on the Signup button on the top right corner of the website to login or register as a new user.

Developer   Pricing   Support   Products   Company   Demo   Sign Up   🔒 Login

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2 Login into the dashboard with your login parameters & Click on 'Go live' link on the Header to activate your account by providing valid information and click on 'Submit' when you are through.

GladePay.™

Email Address
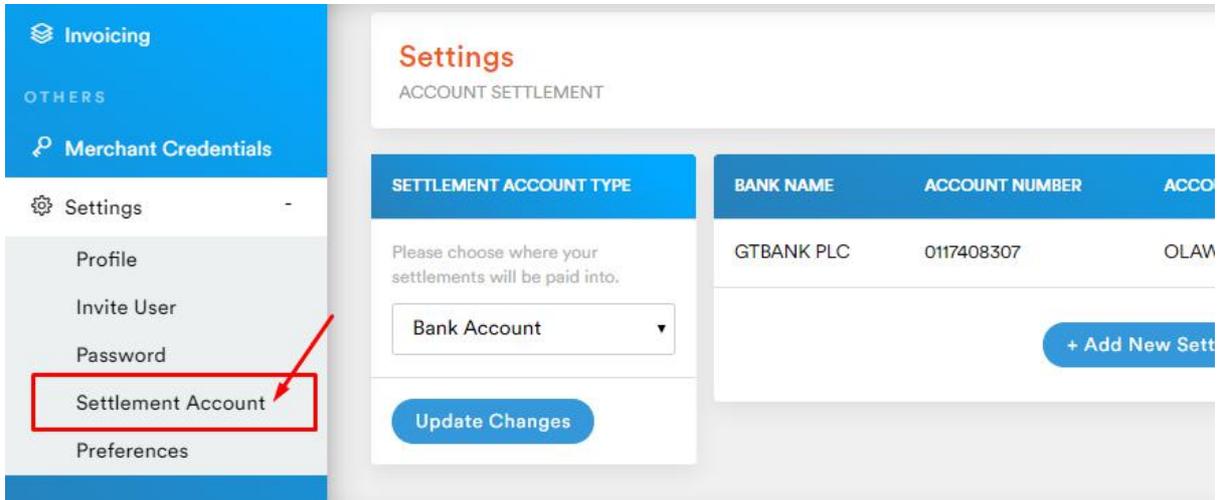
Password

Login to your account

Forgotten password?

Don't have an account? Create one.

Go Live
Update   🔔   payp Solar Conc

N.B: You need to provide business CAC Certificate or National Identification (International Passport, Driving Licence, or National Identity Card) and then fill all the required details for your account to be activated and ready to receive payment.
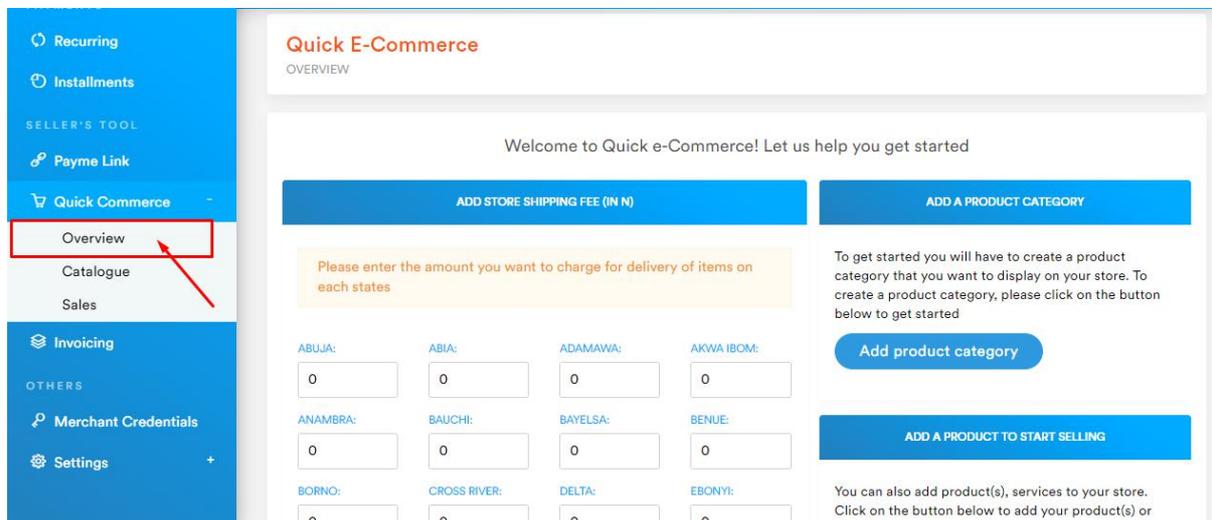
3 Click on **'Settlement Account'** under Settings on the menu and provide a verifiable bank account you want your money to be paid into.

4 Find and click on **'Overview'** under Quick Commerce menu on the navigation bar to either set your shipping fee or create your first products or categories.
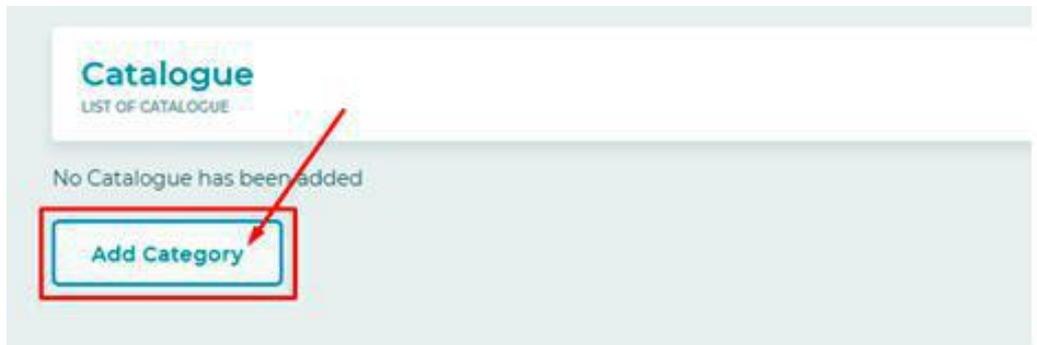

N.B: The default shipping fee for all states in your store will be 0. You can change this price to your desired amount and click Save.

4 Find and click on 'Catalogue' under Quick Commerce menu on the navigation bar to create your first product.
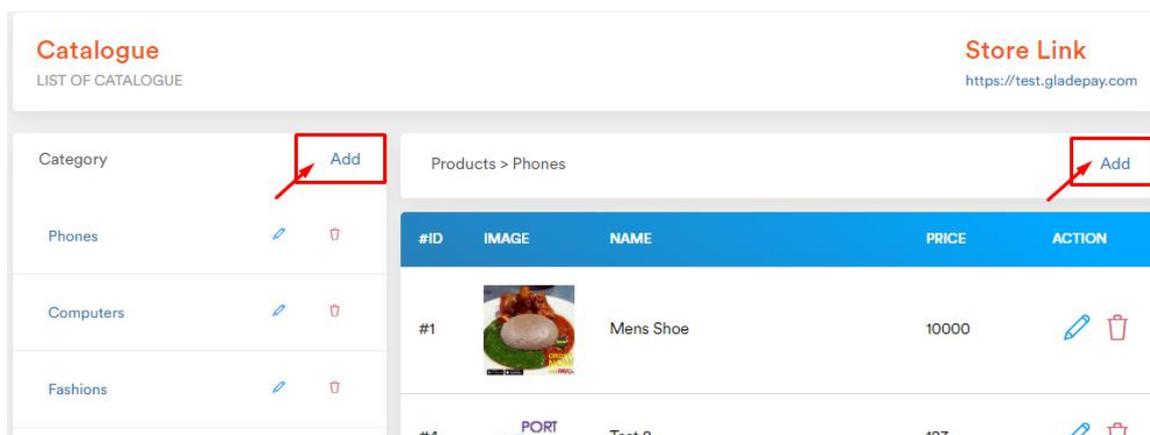

N.B: To get started you will have to create a product category that you want to display on your store or click on 'Add Category' link to add a Product Category.

You can now proceed to add new product using the next guide in this section.

5 To add a new product or Product Category to your free online store please click on the 'Add' link that is located on the top of each section.

N.B: *The 'Add' link on the left section is for adding new*

Product Categories while the other 'Add' on the right link is for adding new Products to your store.

6 Fill in the necessary details of the product you want to add and click on button Create to add the new product to your store.

N.B: *We recommend you upload an image of dimension 200px by 200px.*

7 To edit a product or product Category click on the **'Pencil Icon'** or click on the **'Trash or Bin Icon'** to delete a particular product or category.

8 Congratulations! Now you can add and manage your products, it's time to visit your free online store.

Your store link is located the right corner of your Catalogue page as shown in the Image above. Click on the link to take you to your online store or copy and share the link to your customers on social media.

Need a custom domain to own your brand?

You can also use any domain name of your choice or domain name you own to give your store a customized business name.

You can turn something like businessname.gladepay.com into www.businessname.com.

To get this feature, Please call +234 817 557 4227 or email support@gladepay.com.