Login

Step 1 - Enter the Employee ID

Step 2 - Enter the Password

Step 3 - Click the Sign In button

That's it..!

Warning..! Please enter unique

Add Employee

Step 1 - Click the Add button present on the top of Employee Details Table. It redirects you to add employee form

Step 2 - Select the profile pic. (optional)

Step 3 - Enter the required fields

Step 4 - Click the submit button

Warning..! Please enter unique employee ID

Warning..! Please enter valid email address

Warning..! Please enter valid contact number

That's it..!

Edit Employee

Step 1 - Click respective employees edit button present in Employee Details Table(one can find edit button under the Actions column). It redirects you to edit employee form of respective employee

Step 2 - In the Edit form, edit the details

Step 3 - Click the submit button

Warning..! Please enter unique

Warning..! Please enter valid email address

Warning..! Please enter valid contact number

That's it..!

Employee Delete

Employee ID	Name	Role	Department	Actions
900	Some Name	Manager	some dept	
gg	66	Manager	some dept	

Step 1 - Click respective employees delete button present in Employee Details Table(one can find delete button under the Actions column)

Step 2 - It prompts you a confirmation dialog

Step 3 - Click the "Confirm" button

Warning..! Please make sure you are deleting the intended employee

That's it..!

Employee Search

Step 1 - Fill the filters present on the top of Employee Details Table

Step 2 - Click the search button

That's it..!

Settings - Add Religion

Step 1 - Click on the Religion Info heading

Step 2 - Enter the religion

Step 3 - Click the Add button

Warning..! Please make sure you are not entering duplicate religion

That's it..!

Settings - Delete Religion

Step 1 - Click on the Religion heading

Step 2 - Click respective delete button of religion. It prompts you a confirmation dialog

Step 3 - Click the "Confirm" button

Warning..! Please make sure you are deleting intended religion

That's it..!

Settings - Add Caste

Step 1 - Click on the Caste Info heading

Step 2 - Select the Religion.(If no religion displayed ,please add religion first ,then add caste)

Step 3 - Enter the caste

Step 4 - Click the Add button

Warning..! Please make sure you are not entering duplicate caste for the particular religion

That's it..!

Add Profile

Step 1 - Click the Add button present on the top of Profile's Details Table. It redirects you to add personal info form

Step 2 - Select the profile pic. (optional)

Step 3 - Enter the required fields (* denoted) and other details

Step 4 - Click the submit button. It redirects you to "Add Partner Preferences Info" page.

Step 5 - Enter partner preferences and click submit button. Then it redirects to "Payment" page

Success

New profile added successfully. Please setup partner preferences

OK

👤⁺ Add Partner Preferences Info `← Back`

Age From	Age To	Language (1)
Select Age ▾	Select Age ▾	Select Language ▾

Language (2)	Language (3)	Place of Residence
Select Language ▾	Select Language ▾	Place of Residence

Height From	Height To	Educational Qualification
Select Height(in Feet) ▾	Select Height(in Feet) ▾	Select Educational Qualification ▾

Occupation	Place of Work	Marital Status
Select Occupation ▾	Place of Work	Marital Status ▾

Religion	Caste	Comments
Select Religion ▾	Select Caste ▾	Comments

Submit

Success

Partner preferences added successfully. Please upgrade your package.

OK

💵 Payment `← Back`

Select a Package

GOLD PREMIMUM - 3150 ₹ ⌄

DIAMOND - 5000 ₹ ⌄

Select a Package

GOLD PREMIMUM - 3150 ₹ ⌃

Original Price	3500 ₹
Discount Rate	10%
Validity	1 YEAR
Discounted Price	3150 ₹
Available Features	
CHAT	
MESSAGE	
OTHER	
NEW FEATURE (6)	

Pay Now

Step 6 - Select the package by clicking on the package heading. Click "Pay Now" button of the selected package and confirm the payment.

Warning..! Please enter valid date of birth

Warning..! Please enter valid contact number

Note: If packages not displayed in Payment page, please move to "Package" tab and add the package then come back to "Payment"

Note: You can skip the payment step if you want by clicking "back" button.

That's it..!

Payment information updated successfully

OK

Edit Profile

Name	Contact No.	Gender	Religion	Caste	Mother Tongue	Payment Status	Actions
Sarah	7676765454	FEMALE	CHRISTIAN			PAID	
Chethan Poojary	7656465332111	MALE	HINDU	POOJARY	KANNADA	EXPIRED	
Profile1		FEMALE	CHRISTIAN			PAID	

👤 Edit Personal Info   ← Back

Upload Profile Image

Application For
Selected:

Full Name
Sarah

Contact Number
7676765454

Height
Selected: ft

Religion
Selected: CHRISTIAN

Sub Caste
Sub Caste

Occupation
Selected:

Place of Employment
Place of Employment

Father Native Place

Weight
Weight

Caste
Selected:

Educational Qualification
Selected:

Year of Employment
Year of Employment

Father Name
Father Name

Mother Name

Step 1 - Click respective profile's edit button present in Profile's Details Table(one can find edit button under the Actions column). It redirects you to edit personal info form of respective profile

Step 2 - In the Edit form, edit the details

Step 3 - Click the submit button

Warning..! Please enter valid date of birth

Warning..! Please enter valid contact number

That's it..!

Profile Delete

Name	Contact No.	Gender	Religion	Caste	Mother Tongue	Payment Status	Actions
Sarah	7676765454	FEMALE	CHRISTIAN			PAID	
Chethan Poojary	7656465332111	MALE	HINDU	POOJARY	KANNADA	EXPIRED	
Profile1		FEMALE	CHRISTIAN			PAID	

!

Are you sure you want to delete this record

Confirm   Cancel

Step 1 - Click respective profile's delete button present in Profile's Details Table(one can find delete button under the Actions column)

Step 2 - It prompts you a confirmation dialog

Step 3 - Click the "Confirm" button

Warning..! Please make sure you are deleting the intended profile

That's it..!

Add Package

🛍 Package Details   ➕ Add ← Back

BY NAME | BY RATE | BY PERIOD | BY DISCOUNT | Search

🛍 Add Package Info   ← Back

Package Name

Package Features Info

Step 1 - Click the Add button present on the top of Package Details Table. It redirects you to add package form

Step 2 - Enter the required fields and select the validity period.

Step 3 - Check the features availabe for the Package and enter

PACKAGE NAME

Rate (in rupees)

Package Rate

Period

Select Package Period ▾

Discount (in %)

Package Discount

Enter feature limit only if applicable.

☐	**CHAT**	ENTER CHAT LIMIT
☐	**MESSAGE**	ENTER MESSAGE LIMIT
☐	**OTHER**	ENTER OTHER LIMIT
☐	**NEW FEATURE**	ENTER NEW FEATURE LIMIT

Submit

available for the Package and enter feature limit only if applicable

Step 4 - Click the submit button

Warning..! Please enter valid rate

Note: If validity periods not displayed, please go to settings and add "Package Period Info".

That's it..!