

Before you get started









To setup your store and process transactions you will need the following:

- A. Google Checkout account
- B. Image hosting service, such as Picasa, PhotoBucket, Google Page Creator, or your ISP







Step 1. Adding items and categories

After you have logged in to your store as an administrator please use this QuickStart Guide procedure to add merchandise, add/modify categories and to manage your store.



Adding Items

- A. Click on the  button
- B. Click on the item or the  button to navigate to editing screen
- C. You can edit any field such as item title, price, description by clicking on the  button to the right of the field, or simply clicking on the text of that field
- D. You can accept changes by clicking on the  button or reject them by clicking on the  button
- E. Click on the  button to the right of the image place-holder to insert an image URL link; click on the  button to save the link
- F. When finished, click on a category name to return to previous screen
- G. Drag and drop items with your mouse to re-arrange their order
- H. Use the  button to duplicate existing items

Adding Categories

- A. Click on the  button
- B. Click on the  button to edit category name
- C. Click on the  to update category or click on the  button to undo changes
- D. Drag and drop categories to change their order
- E. Use the  button to duplicate existing categories or the  button to delete categories

General Store Management

- A. Click on the  button to save the store. Remember to save often to more easily recover from mistakes or computer crashes.
- B. To undo a set of changes (i.e. go back to the point when you last saved use the Refresh button of your browser.
- C. Use the  (settings) button to set your Google Checkout merchant ID, shipping methods, and sales tax information.

Step 2. Linking to your store

Linking to Store URL:

You may decide to keep the store as a standalone web site, accessible from a URL such as <http://mystorespace.com/storefront/YourStoreName/>, or you may link your store to another domain.

Embedding your store into your existing site:

Alternatively, if your business already has a website, you may embed your store right into it by inserting a snippet of HTML code. This sample code fragment below will plug our demo store into any website.

```
<iframe src="http://mystorespace.com/storefront/YourStoreName/" frameborder="0" width="100%" height="500" marginwidth="20" marginheight="10"></iframe>
```

To see an example, please visit <http://recordmax.googlepages.com>. If you have a custom domain name registered for your store, please let us know by email so that we could set it up for you.

Store Layout (editing view)

MyStoreSpace gives you a unique ability to edit your store and immediately see how the store will look when viewed by your customers.

The screenshot shows the editing interface for a store named 'RecordMax'. At the top, there is a navigation bar with icons for 'Save', 'Preview', and 'Settings', along with the user email 'testuser@mystorespace.com' and a 'Sign Out' link. Below this is the store's title 'RecordMax Used Records' and a blue header with the 'RecordMax' logo. A subtitle reads 'RecordMax is yet another used record store. Enjoy the selection.' On the left, there are category links: 'Indie', 'Rock', 'Classic', 'Alternative', and an 'Add category' button. The main area displays 'Featured Items' with three record covers: 'Apples In Stereo - Her Wall Paper' (\$10.99), 'Bruce Springsteen - The Ghost of Tom Joad' (\$8.99), and 'Muse - Black Holes and Revelations' (\$8.98). An 'Add new item' button is visible. At the bottom, it says 'Store Editor v0.5 Copyright © 2007 Mystorespace.com'.

Annotations on the right side of the screenshot:

- Save, preview and configure your store
- Title 1
- Store logo
- Title 2
- Category Items
- Categories and Sub-Categories

When building your store please take note of the following icons:

- Edit an item/category
- Duplicate an item or create a subcategory
- Delete an item/category
- Accept changes
- Discard changes

- Save the store
- Preview store as a shopper
- Configure store settings

Keyboard Shortcuts (while editing text):

- Enter Key to update item
- Escape Key to discard changes

Store Layout (shopping view)

The screenshot shows the shopping view of the 'RecordMax' store. The header is identical to the editing view. Below the subtitle, there is a 'Shopping Cart' section with a total of '\$12.99' and a 'Google Checkout' button. A merchandise image is shown in the cart area, along with a blue trash can icon. The 'Indie Rock' category is selected, showing three items: 'Snow Patrol - Songs For Polar Bears' (\$12.99), 'Apples In Stereo - Her Wall Paper Reverie' (\$10.99), and 'Muse - Black Holes and Revelations' (\$8.98).

Annotations on the right side of the screenshot:

- Title 1 (optional)
- Store logo
- Title 2
- Always-on-top shopping cart with Google Checkout
- Merchandise in the shopping cart
- Waste basket (to remove items from shopping cart)
- Category Items
- Categories and Sub-Categories

Uploading Pictures

Using Picasa

MyStoreSpace integrates with Picasa to simplify image management, storage and formatting. We recommend using Picasa Desktop application to format images on your computer and then upload them to Picasa Web Albums. To get started with Picasa please do the following:

- » Go to <http://picasa.google.com> and follow the link to install the desktop application
- » After you install Picasa on your computer, go to <http://picasaweb.google.com> to setup Picasa Web Albums
- » Create a new photo album and make it public. This is where you will store all MyStoreSpace merchandise images.
- » Login to Web Albums from your desktop application and start uploading images

Other Options for Image Hosting

To add photos to your merchandise, you will need to upload them to the Web. You can use an image hosting service, your own Web site or your ISP (Internet Service Provider).

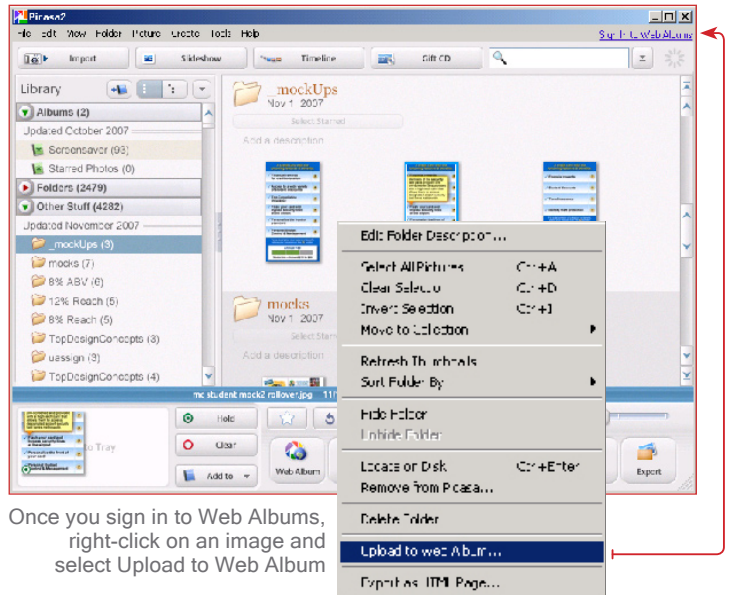
PhotoBucket.com

Once you upload your photos to PhotoBucket(<http://www.photobucket.com>), you will see three different codes under the photo. The URL Link is the absolute URL for your photo. If you copy and paste this into your browser's address bar you should be able to view your photo. Similarly, you can paste this link into a "Choose an Image" text box on MyStoreSpace.

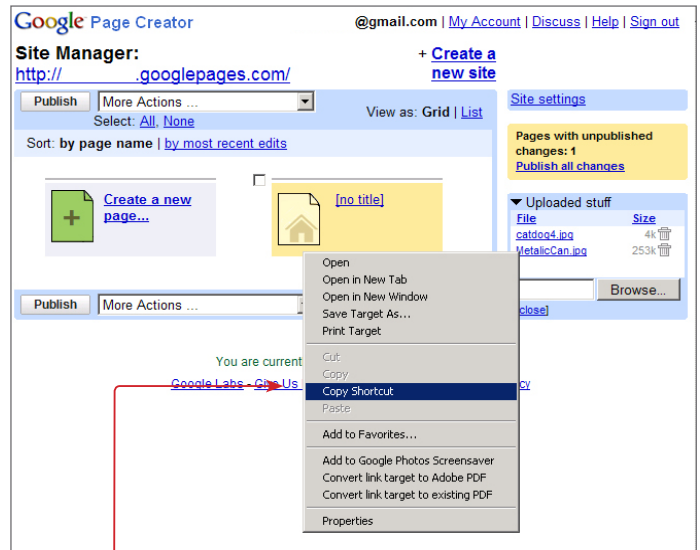
Google Page Creator

Once you upload your photos to Google Page Creator (<http://pages.google.com>), you will see them in the "Uploaded Stuff" window. To get the URL link, right click on the file name in your browser and select "Copy Shortcut". You are now ready to paste this link into a "Choose an Image" text box on MyStoreSpace.

Uploading images to Picasa Web Albums.



Once you sign in to Web Albums, right-click on an image and select Upload to Web Album



After uploading images to Google Page Creator, right-click on image name and select "Copy Shortcut". You are now ready to paste this link into a "Choose and Image" text box on MyStoreSpace

About MyStoreSpace

MyStoreSpace is an online service that makes it easy for merchants to get started with their own storefront on the web. Our core technology, an online storefront builder, greatly simplifies store development and the online shopping experience. It merges the latest trends in online transaction processing and store automation. MyStoreSpace was founded in 2006 by a group of professionals with expertise in information technology, finance, and marketing.