



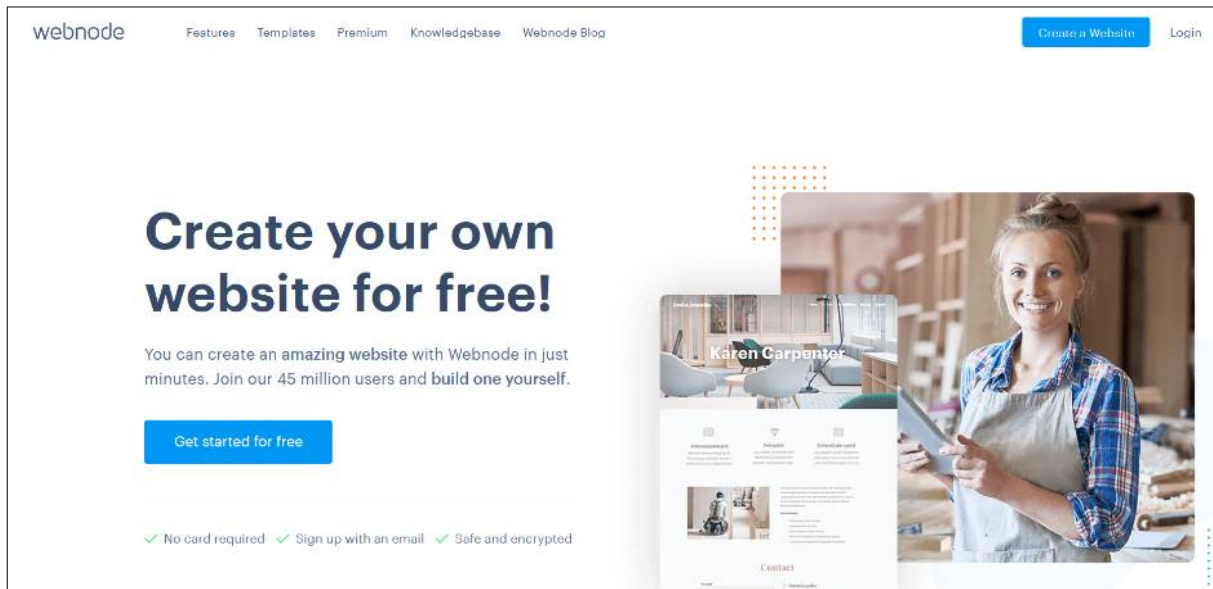
How to Create Your Online Store with webnode Workshop

webnode

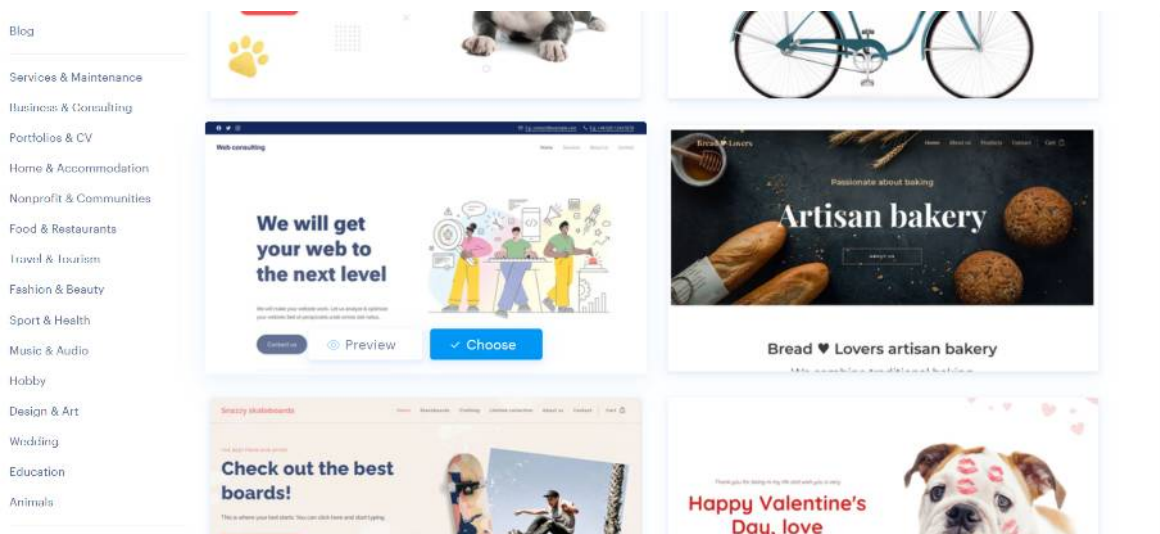
1. Creating the website with Webnode

Creating an online store with Webnode is easy and only takes a few minutes. To get started, create an account with Webnode.

- 1 To set up your account, go to webnode.com.
- 2 Click the button **Get started for free**.
- 3 Enter the **Name of your store**, your **e-mail address** and a **password** for your new account. Click **Register & Create**.



- 4 Choose **Online store**.
- 5 Choose the **template** you like the best.



- 6 Enter your contact information and click **Finish & Create**.

The system will create your online store and now you can start with editing.

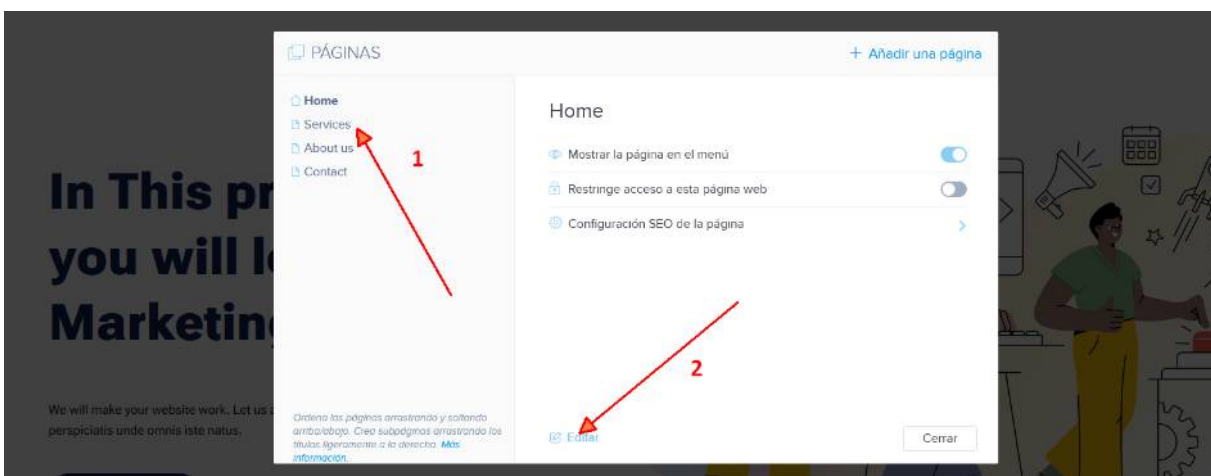
Caution: Please be sure to enter a valid email address. A valid email address is necessary for efficient communication with Webnode support.

2. Edit the Sections and Pages of the website.

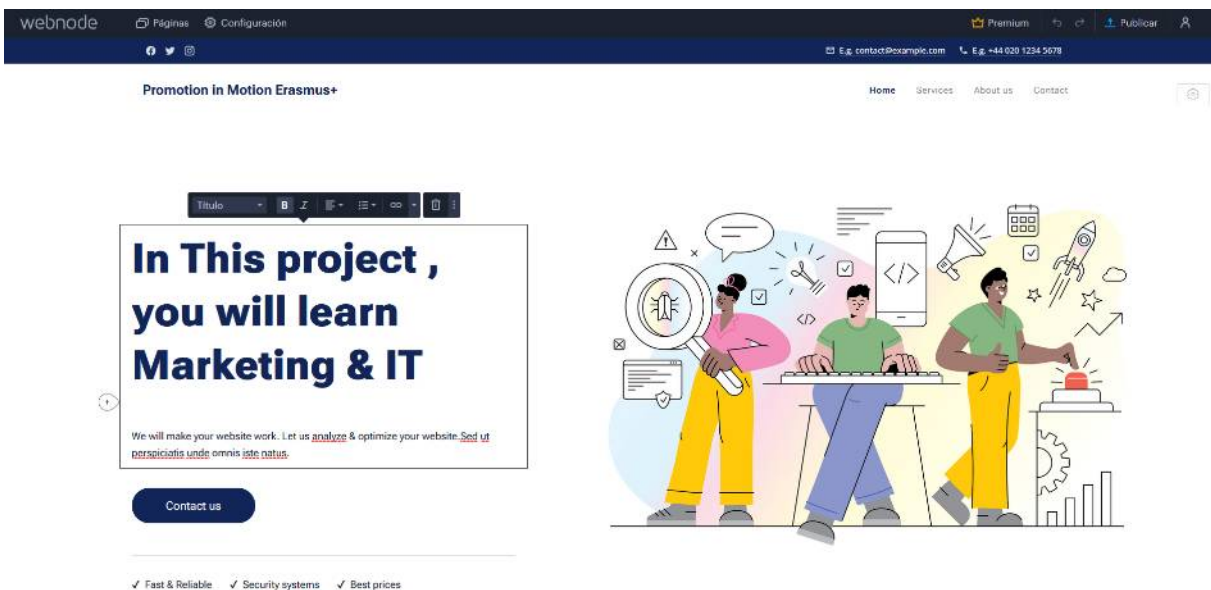
By default there are 4 pages we can edit them clicking in Pages



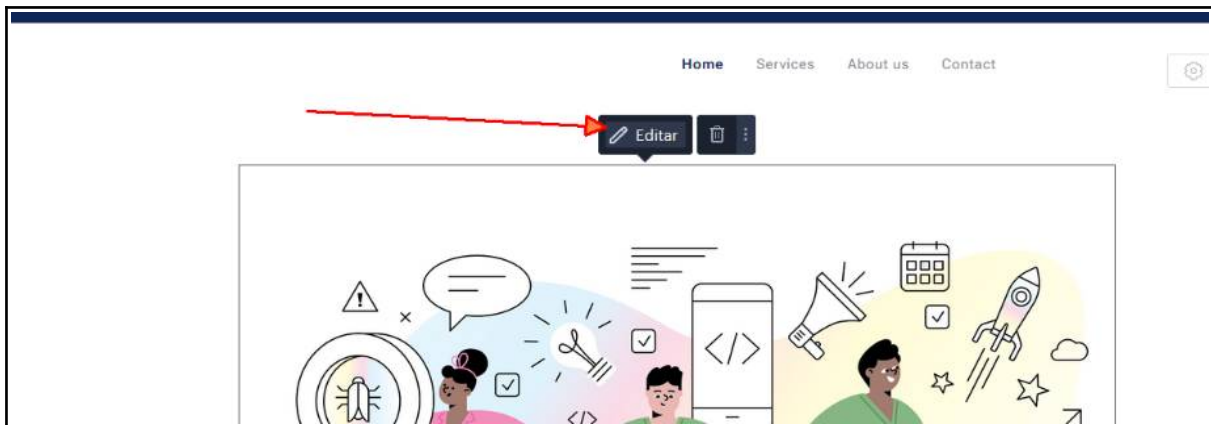
We can edit each one of them clicking in the title of the page (1) and in edit (2)



To Edit each text is as easy to click and change the content.



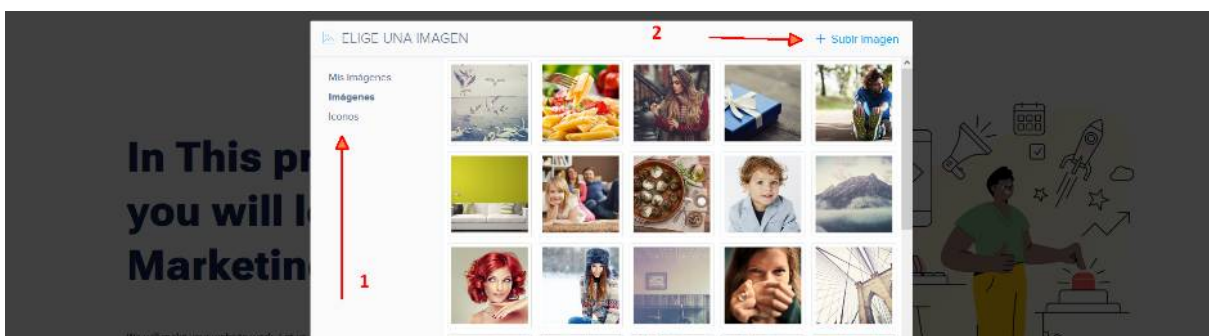
To change the image is easy just click in the image , then in edit and finally change



and finally change (replace)



We can select a new one of its gallery (1) or

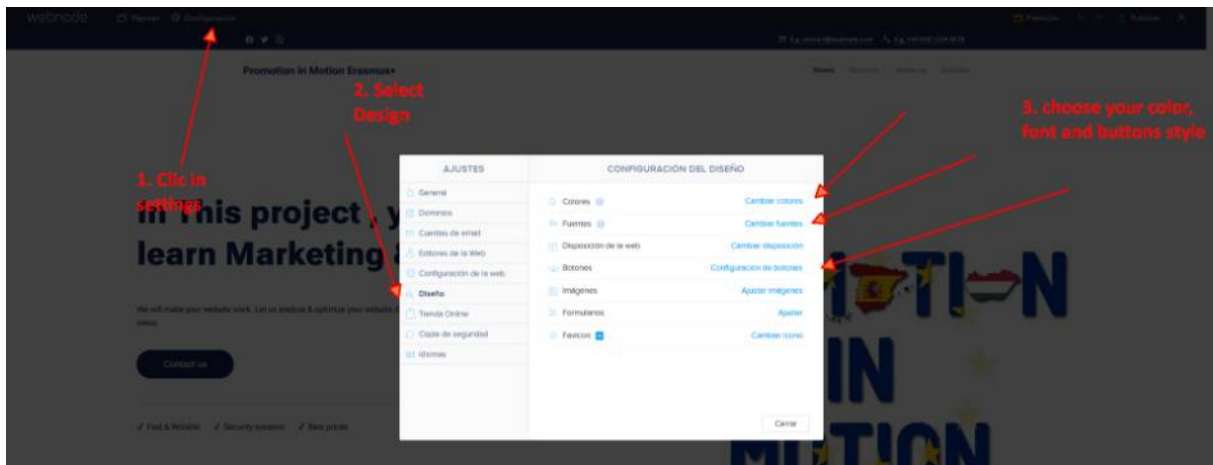


you can remove sections (2) or change its color (3) clicking in the Engine button (1) and



settings

In settings, we can change Many things like colors and others



PUBLISH

Every time you make changes to your online store, be sure to publish changes with this button so that they will be visible to your visitors and customers. Please keep in mind that once you publish a website, it cannot be unpublished.

Once you have changed everything in your website you can Publish it



<https://promotion-in-motion-pim.webnode.page/>

SETTINGS

In the Online store tab, you can change the General settings (currency, tax details and the email address that will received orders). Your own contact information can be updated in the Contact information tab. You will also be able to manage your shipping and payment methods and tax information. You will also be able to export your product list.

3. Modifying a page

We can change several parts of the website using webnode.

Header

The image in the header can be changed by clicking the header settings button. Next, click Add image and choose an image from Webnode's free image gallery or upload your own. You can then add effects and filters to the image.

New section

Adding a new section such as text and images, services, pricelist or others can be done by clicking the button to add a new section.

Background.

You can change **the background** of a section by clicking the settings button for that section. You can then choose an image from the free images available, upload your own or even delete that section.

To add new content within a section, click the **plus button** that appears. Add an image or text or other content from the menu that opens. Texts and images can then be edited by clicking on it or dragging it to a new area within the section.

The footer settings button will allow you to change the appearance of the footer such as changing the background image.

1. Change the

4. Adding a Product

- **New products** can be added by clicking **PRODUCTS** in the upper menu of the editor. First, delete all products. Mark all products at once by activating the checkmark and then the **Delete** button.
- Click the button Add product.
- Enter the name of the product and its price. The tax rate can also be changed.
- Upload images by clicking Upload images. Continue by clicking Upload images and then choosing the image from your computer.
- In the Description field, add a short description of your product. The description should be as short as possible so your visitors can see the entire description. Longer descriptions can be added directly to the product's page.
- You are then able to add this product to a category.
- In the same window, you will see the sections Promotions and Availability. Promotions allows you to add labels and price comparisons to your product. In the availability section, you can add the product number, the number available in stock or hide the product from your online store.
- Be sure to save all details of your new product by clicking Create
- To make it visible and available to your customers, be sure to publish your online store by clicking **PUBLISH** in the upper menu of the editor.