

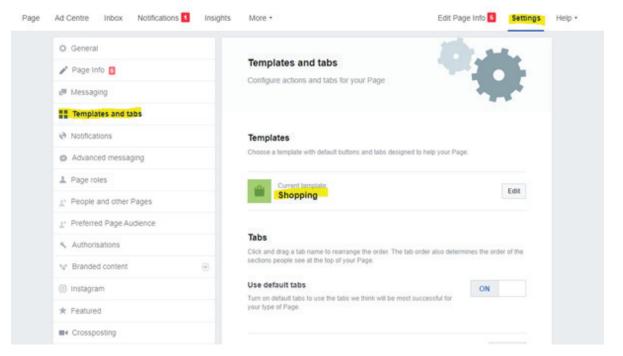


If you have a page set up on Facebook, you already have all the tools to sell online ready to go! Check if you have **'Shop'** in your side toolbar.

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Greater Shepparton
Test Shop
Create Page @username
Home
Events
Posts
Reviews
Photos
Shop
Offers
Groups
Community
Videos
About
Promote Visit Ad Centre

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If you don't, click on settings in the top toolbar, Templates and tabs in your left toolbar and set your template to **'Shopping'**. This may change your side bar options on the main page so if you want to keep it all the same, head to the bottom on that page and click **'Add a Tab'**







Add a Tab	

Head back to the main page and click on **'Shop'** in the left toolbar. If this is your first time using it, you will be prompted to read Facebook's Terms and Policies.

Once that's done, it will ask you to select your checkout method. If you have an account with another online platform such as **'Shopify'**, this is where you would add the link. If you find that using Facebook messages to purchase doesn't work for you, let us know and we can give you a quick lesson in shopping platforms. You will have to pay to use one of these platforms, Facebook messenger is free to use.

You will then select your currency then you are all ready to go! You can add a description of what kind of store you are up the top and start adding products.

+ Describe what Greater Shepparton Test Shop sells	۵
Welcome to your shop!	
Your shop is empty. Add products to make it easy for people to browse and buy. Not sure how to get started? See tips for getting the most out of your shop Add Product	





When you click **'Add Product'** the box below will pop-up. Please note that you need a picture or video to sell a product. The rest of the box is quite self-explanatory!

Road Cone Price \$10.00 Sale price \$5.00 This product is on sale Description Direct people where you want them to go with this Road Conel Inventory In stock Visibility Public Product condition This is used to describe the condition of the product.	Add product	×
Road Cone Price \$10.00 Sale price \$5.00 This product is on sale Description Direct people where you want them to go with this Road Cone! Share this product on your Page In stock Wisibility Public Product condition This used to describe the condition of the product. Condition selector New	Add photos Add Videos	
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If the stock is on sale, you can click the 'This product is on sale' and then add the new price.

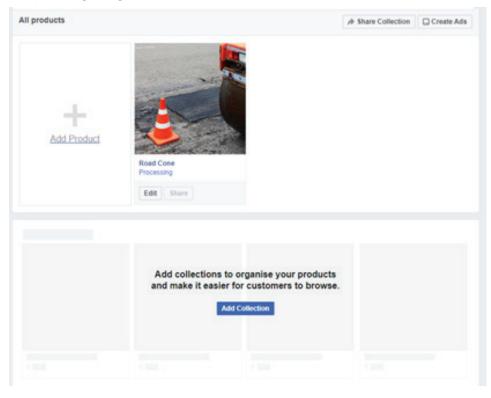
Price	
\$10.00	
Sale price	
\$5.00	
This product is on sale 6	

Description





Your product then has to be processed and approved by Facebook. This shouldn't take long (although I'm not sure how lucky I'll be getting my road cone approved!). You can then add different collections (Women's Clothing for example)









If you click into **'Publishing Tools'** in your top toolbar and scroll down to 'Shop' on the left toolbar, you'll be able to edit your products (edit, delete, mark as in stock, mark as out of stock), create collections, see your pending orders, and see all orders.

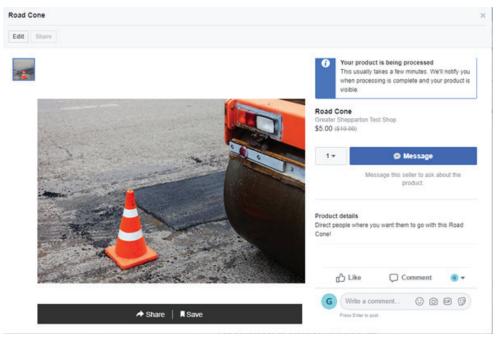
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Once this has processed, when people click on the product, this box will come up:



Once they click on message, it will send you a message with the product they wish to buy.

Karlee Ventre	
	15:53
Hello, I'm interested in Road Cone.	
Road Cone	
\$5.00 (was \$10.00)	

You will then need to get payment details like a CC number or give them bank account details. One their payment is confirmed, you then click on the dollar sign, it will then have the price of the object, a place to put in delivery costs, a discount etc. and once you hit confirm, it was say that that order has been paid.

If you want a cleaner check out option, like an online store does, this is when you will have to look into paying for something like Shopify but this is a quick, easy and free way to get your online shop up and running now.

