

Get acquainted
with the
MemberPortal
Terminologies



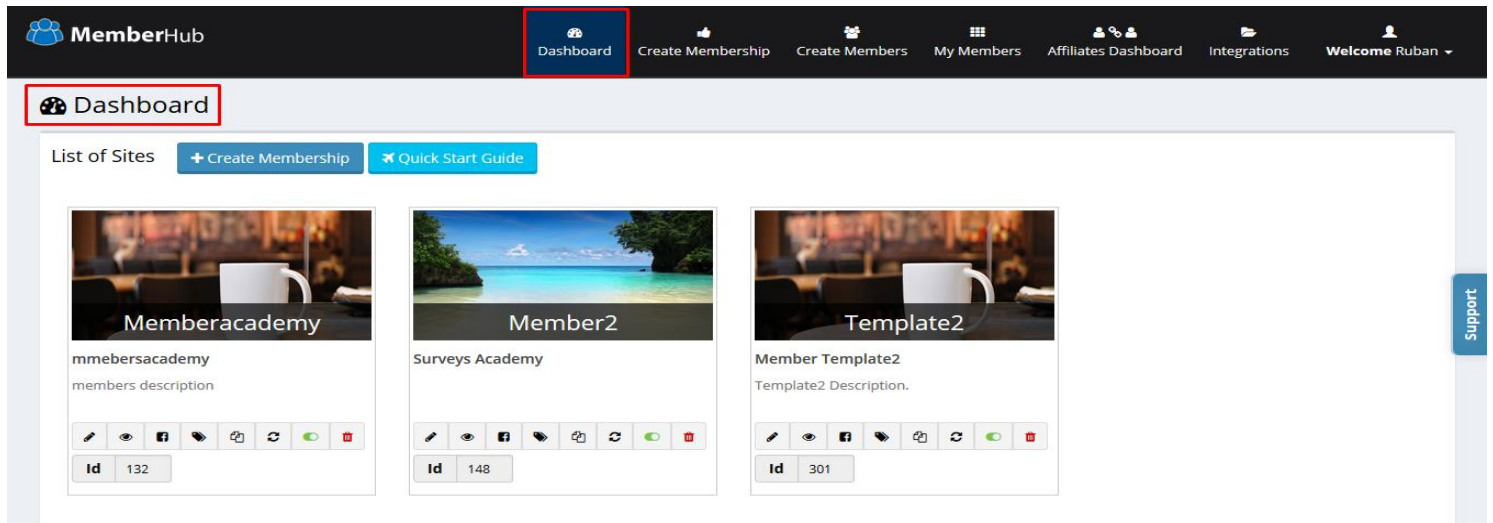
MemberPortal

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Dashboard

The Dashboard contains all the important information that you need to see from the MemberPortal .



The screenshot shows the MemberHub Dashboard. At the top, there's a navigation bar with 'MemberHub' and several menu items: 'Dashboard' (highlighted with a red box), 'Create Membership', 'Create Members', 'My Members', 'Affiliates Dashboard', 'Integrations', and 'Welcome Ruban'. Below the navigation bar, there's a 'Dashboard' section with a 'List of Sites' and buttons for '+ Create Membership' and 'Quick Start Guide'. The main content area displays three site cards: 'Memberacademy' (ID 132), 'Member2' (ID 148), and 'Template2' (ID 301). Each card shows a thumbnail image, the site name, a description, and a set of icons for editing, viewing, deleting, and other actions. A 'Support' button is visible on the right side of the dashboard.

About the Membership portal

MemberPortal is a platform that lets you offer membership and subscription courses for your users. You can set access based roles to your users (members) and offer courses either for free or for a payment.

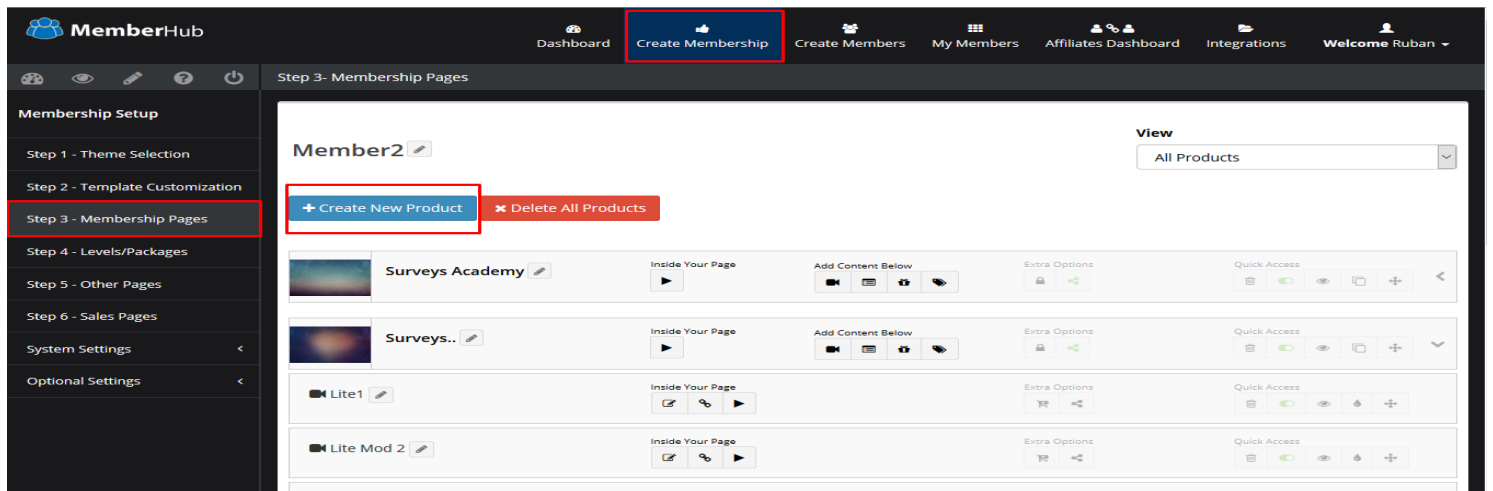
You can also offer giveaways as bonus when somebody purchases your product.

You can manage your members from your dashboard and create/customize course contents.

MemberPortal comes with 15 pre-built themes that you can customize to your needs.

Membership pages

The contents of the course (product) can be created and customized in the Membership pages.



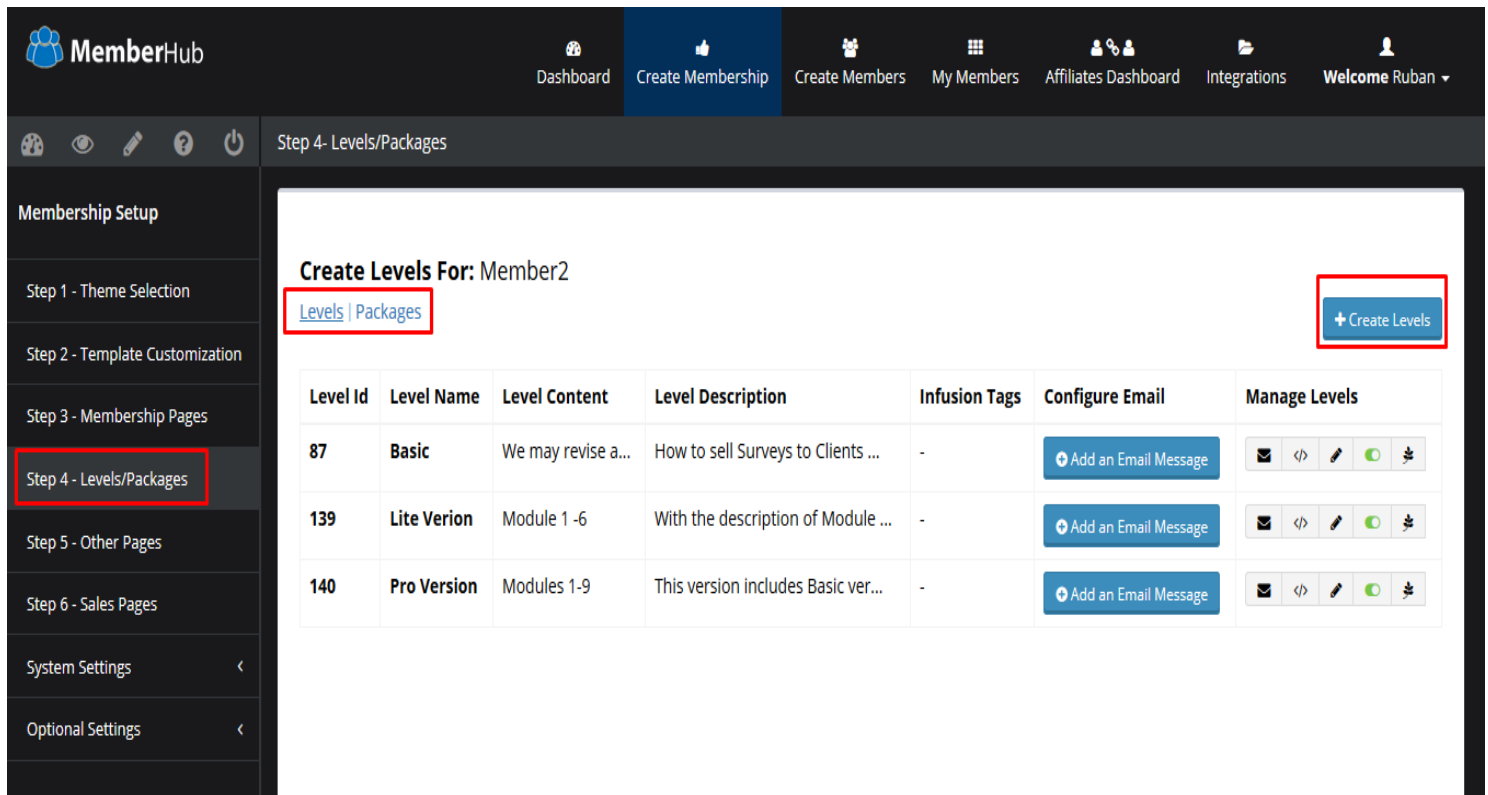
The screenshot shows the 'Membership Setup' page in MemberHub. The left sidebar contains a list of steps: 'Step 1 - Theme Selection', 'Step 2 - Template Customization', 'Step 3 - Membership Pages' (highlighted with a red box), 'Step 4 - Levels/Packages', 'Step 5 - Other Pages', 'Step 6 - Sales Pages', 'System Settings', and 'Optional Settings'. The main content area is titled 'Step 3- Membership Pages' and shows a 'Member2' section. It includes a '+ Create New Product' button (highlighted with a red box) and a 'Delete All Products' button. Below these buttons, there's a list of products: 'Surveys Academy', 'Surveys..', 'Lite1', and 'Lite Mod 2'. Each product card shows a thumbnail, the product name, a 'Inside Your Page' section with a play button, an 'Add Content Below' section with icons, 'Extra Options' with a lock icon, and 'Quick Access' with a play button and a plus icon.

What is a Product?

A product is a course or a membership program that you offer to the end user. Your courses can be segmented as modules containing video or textual course materials.

What is a “Level”

A Level is a role based access that you provide to your members. Eg., Basic Level, Pro Level


















Membership Setup

- Step 1 - Theme Selection
- Step 2 - Template Customization
- Step 3 - Membership Pages
- Step 4 - Levels/Packages**
- Step 5 - Other Pages
- Step 6 - Sales Pages
- System Settings <
- Optional Settings <

Step 4- Levels/Packages

Create Levels For: Member2

[Levels](#) | [Packages](#) + Create Levels

Level Id	Level Name	Level Content	Level Description	Infusion Tags	Configure Email	Manage Levels
87	Basic	We may revise a...	How to sell Surveys to Clients ...	-	Add an Email Message	    
139	Lite Verion	Module 1 -6	With the description of Module ...	-	Add an Email Message	    
140	Pro Version	Modules 1-9	This version includes Basic ver...	-	Add an Email Message	    

What is a “Package”?

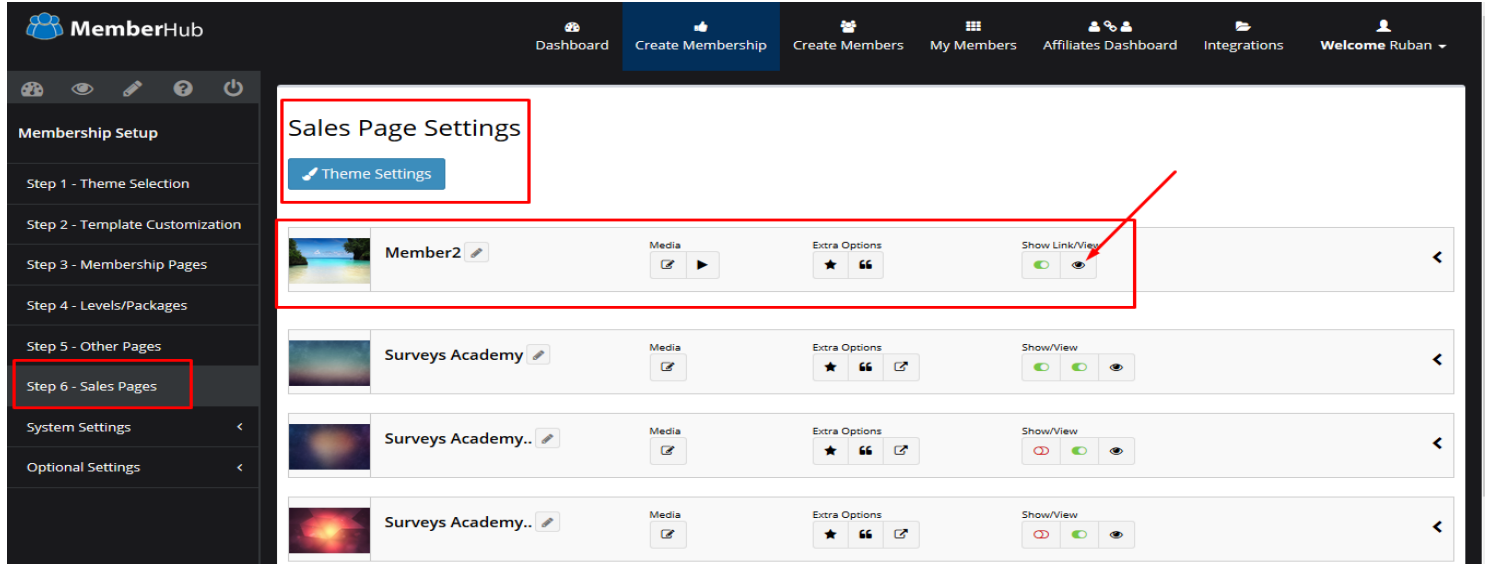
A package is a collection of modules from multiple products that you can offer to your members.

The Picture below explains further about it.

Sales Pages

MemberPortal creates sales pages that you can use to display your product/course offering.

This sales page is automatically generated based on the inputs you provide on the membership pages and the levels that you set. You can also integrate this sales page with payment gateways and enable your prospects to purchase your course.

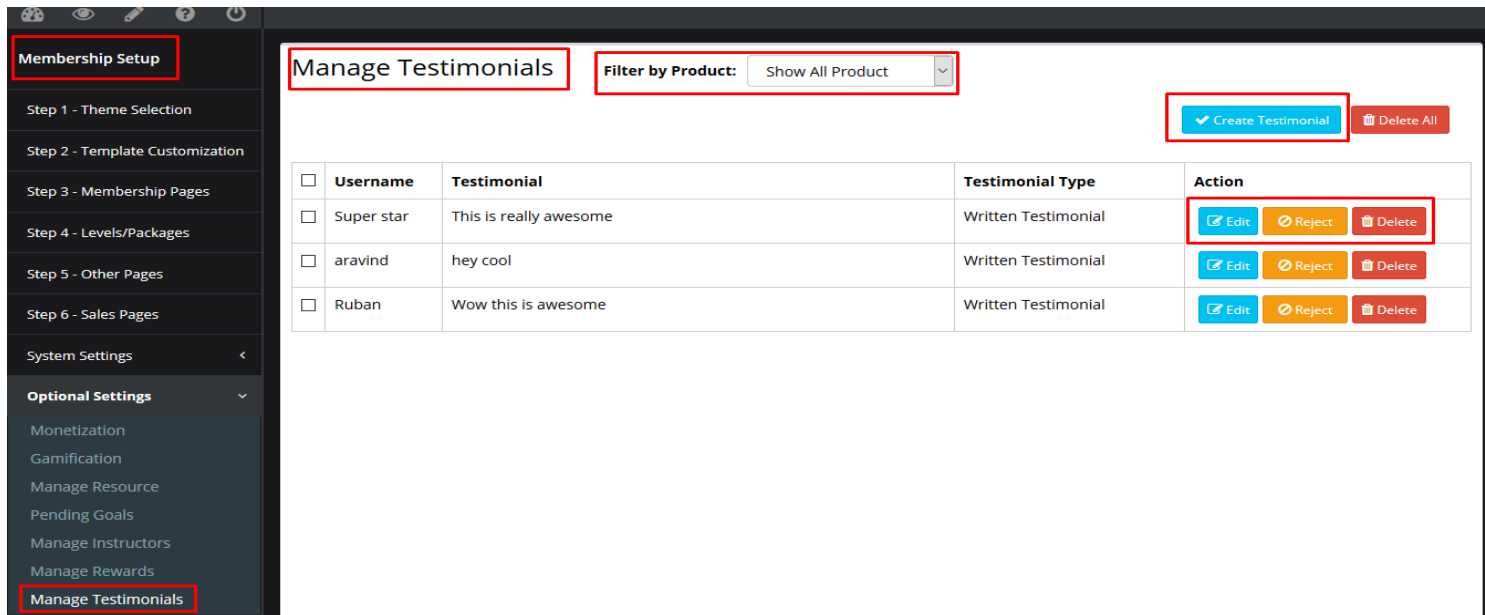


The screenshot shows the MemberHub dashboard with the 'Membership Setup' sidebar on the left. The 'Step 6 - Sales Pages' option is highlighted. The main content area displays 'Sales Page Settings' with a 'Theme Settings' button. Below this, there is a list of sales pages. The first entry, 'Member2', is highlighted with a red box. A red arrow points to the 'Show Link/View' toggle for this entry.

Image	Name	Media	Extra Options	Show Link/View
	Member2			
	Surveys Academy			
	Surveys Academy..			
	Surveys Academy..			

Testimonials

Testimonials are an integral part of any sales page as prospects looking for information get convinced when they find testimonials describing the value the tool provides on the real-world scenarios. Options are provided where you can manage your customer testimonials right from the dashboard.



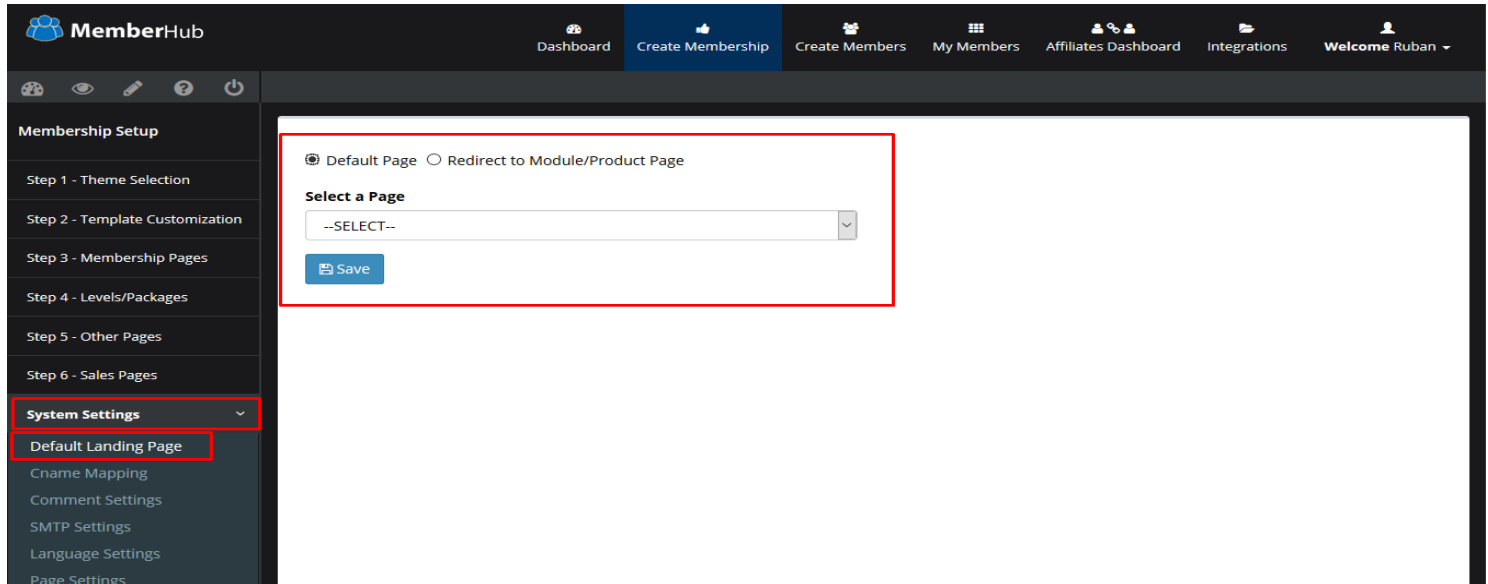
The screenshot shows the MemberHub dashboard with the 'Membership Setup' sidebar on the left. The 'Optional Settings' section is expanded, and 'Manage Testimonials' is highlighted. The main content area displays 'Manage Testimonials' with a 'Filter by Product' dropdown set to 'Show All Product'. There are buttons for 'Create Testimonial' and 'Delete All'. Below this is a table of testimonials.

<input type="checkbox"/>	Username	Testimonial	Testimonial Type	Action
<input type="checkbox"/>	Super star	This is really awesome	Written Testimonial	
<input type="checkbox"/>	aravind	hey cool	Written Testimonial	
<input type="checkbox"/>	Ruban	Wow this is awesome	Written Testimonial	

System Settings

Landing Page

You can decide the page in your membership where your member lands after they logs in. You can customize it for each levels and packages.



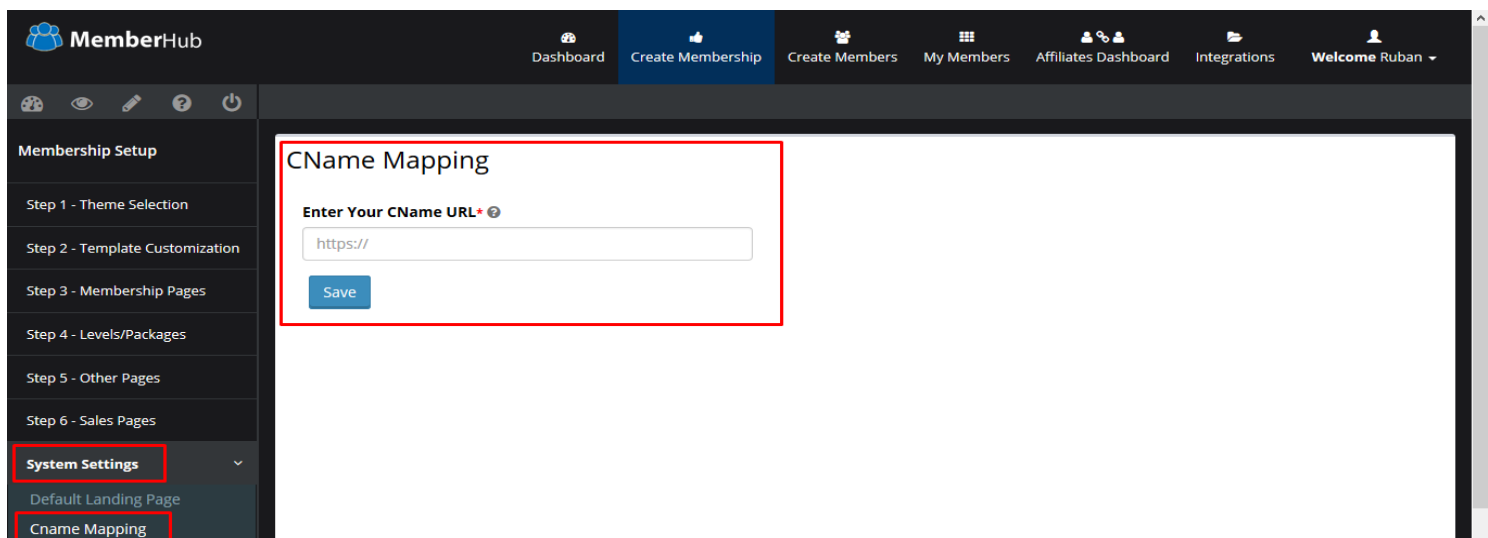
The screenshot shows the MemberHub interface. The top navigation bar includes 'Dashboard', 'Create Membership', 'Create Members', 'My Members', 'Affiliates Dashboard', 'Integrations', and 'Welcome Ruban'. The left sidebar lists 'Membership Setup' steps and 'System Settings'. Under 'System Settings', 'Default Landing Page' is selected. The main content area shows two radio buttons: 'Default Page' (selected) and 'Redirect to Module/Product Page'. Below them is a 'Select a Page' dropdown menu with '--SELECT--' and a 'Save' button.

CName Mapping

The tool comes with self-hosting capabilities. And if you wish to re-direct it to your own domain, you can use this feature.

How to CName map your portal?

After hosting the URL with your server, copy it in the tool under C Name mapping and save it.

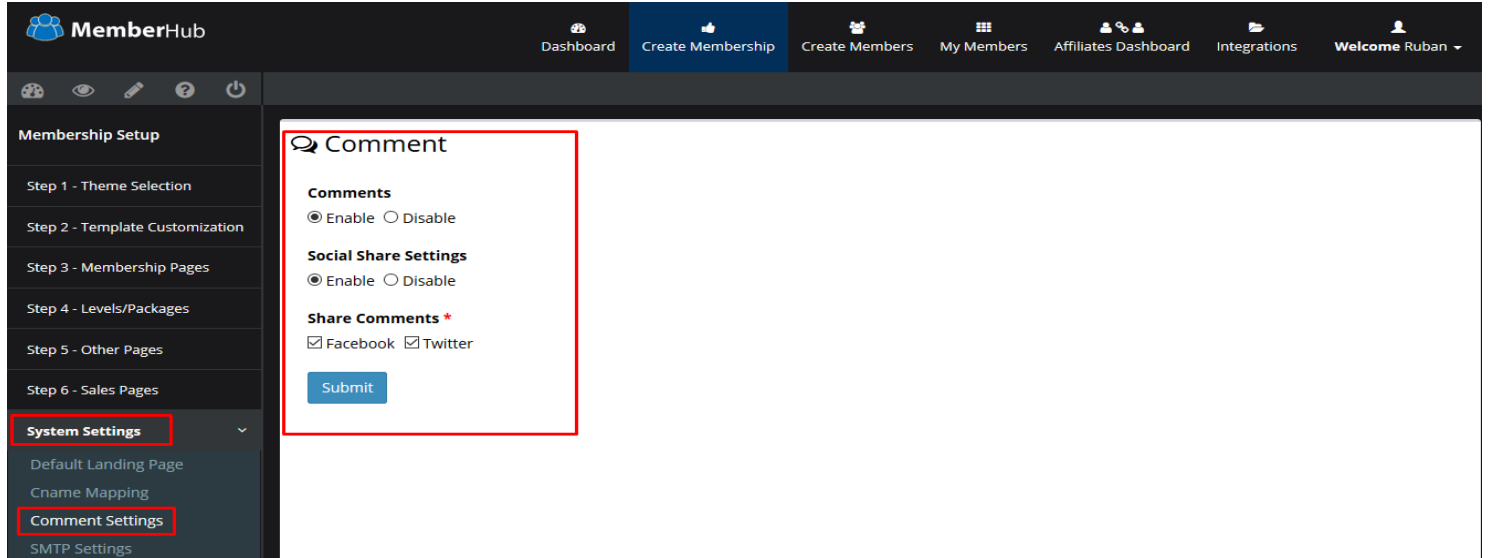


The screenshot shows the MemberHub interface. The top navigation bar is the same as the previous screenshot. The left sidebar shows 'System Settings' expanded, with 'CName Mapping' selected. The main content area is titled 'CName Mapping' and contains a form with the label 'Enter Your CName URL' and a text input field containing 'https://'. A 'Save' button is located below the input field.

Comments Settings

You can enable a comment box inside your modules and enable interactions among your community.

It is essential to pay attention to the comments because they act as a valuable source of feedback about your product.



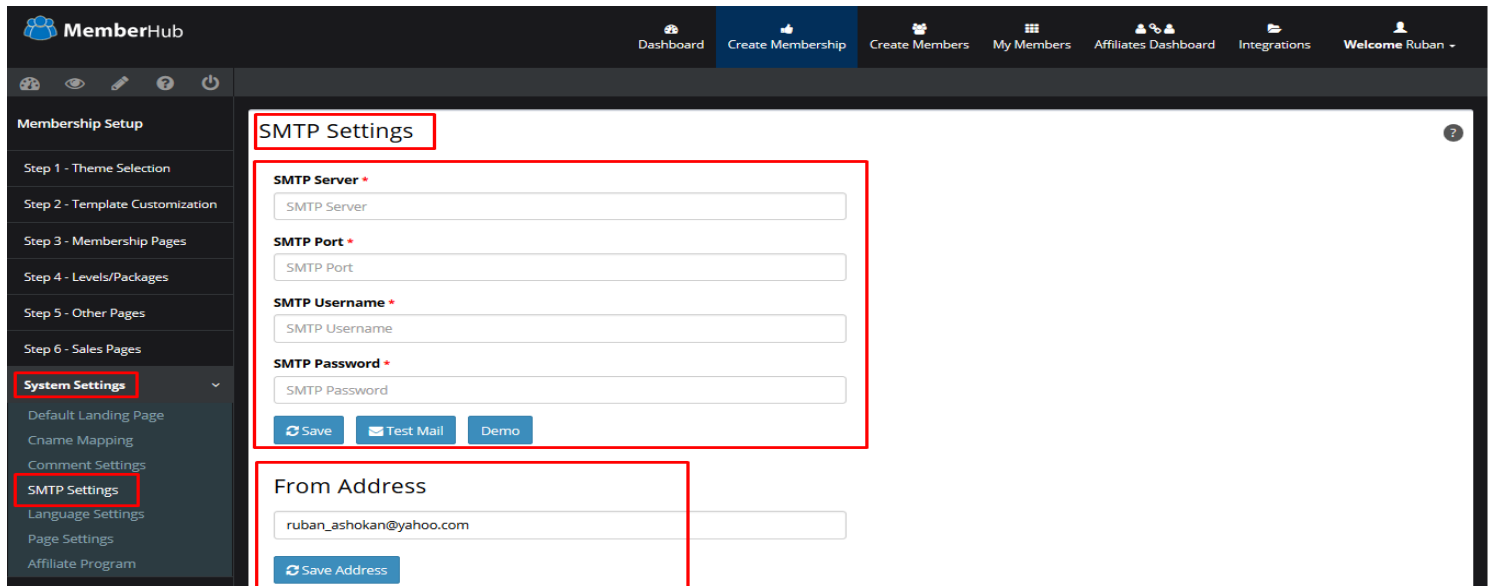
The screenshot shows the MemberHub dashboard with the 'Create Membership' tab selected. On the left sidebar, 'System Settings' is expanded, and 'Comment Settings' is highlighted. The main content area displays the 'Comment' settings form, which includes:

- Comments:** Radio buttons for 'Enable' (selected) and 'Disable'.
- Social Share Settings:** Radio buttons for 'Enable' (selected) and 'Disable'.
- Share Comments *:** Checkboxes for 'Facebook' and 'Twitter', both of which are checked.
- Submit:** A blue button at the bottom of the form.

SMTP Settings

You can integrate your personal e-mail id and send mails to your members using MemberPortal. Once your mail id is integrated, you can also trigger the welcome e-mail which will automatically come from your mail id when a prospect purchases your product.

The tool also comes with built-in default SMTP settings and you can customize it with your mail id.

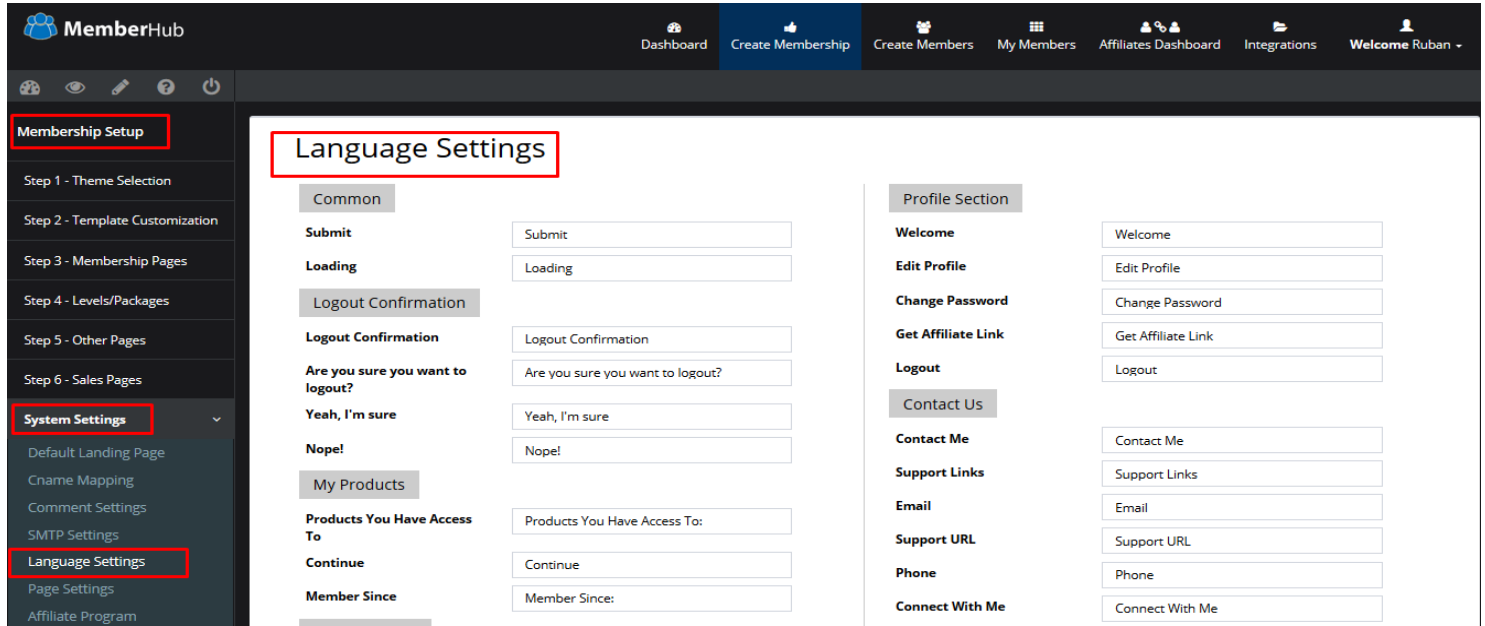


The screenshot shows the MemberHub dashboard with the 'Create Membership' tab selected. On the left sidebar, 'System Settings' is expanded, and 'SMTP Settings' is highlighted. The main content area displays the 'SMTP Settings' form, which includes:

- SMTP Server *:** A text input field.
- SMTP Port *:** A text input field.
- SMTP Username *:** A text input field.
- SMTP Password *:** A text input field.
- Buttons:** 'Save', 'Test Mail', and 'Demo' buttons.
- From Address:** A text input field containing 'ruban_ashokan@yahoo.com'.
- Save Address:** A blue button below the 'From Address' field.

Language Settings

MemberPortal supports any language that you are looking for. You can manage all the languages that you need to offer your members. For multi-lingual languages

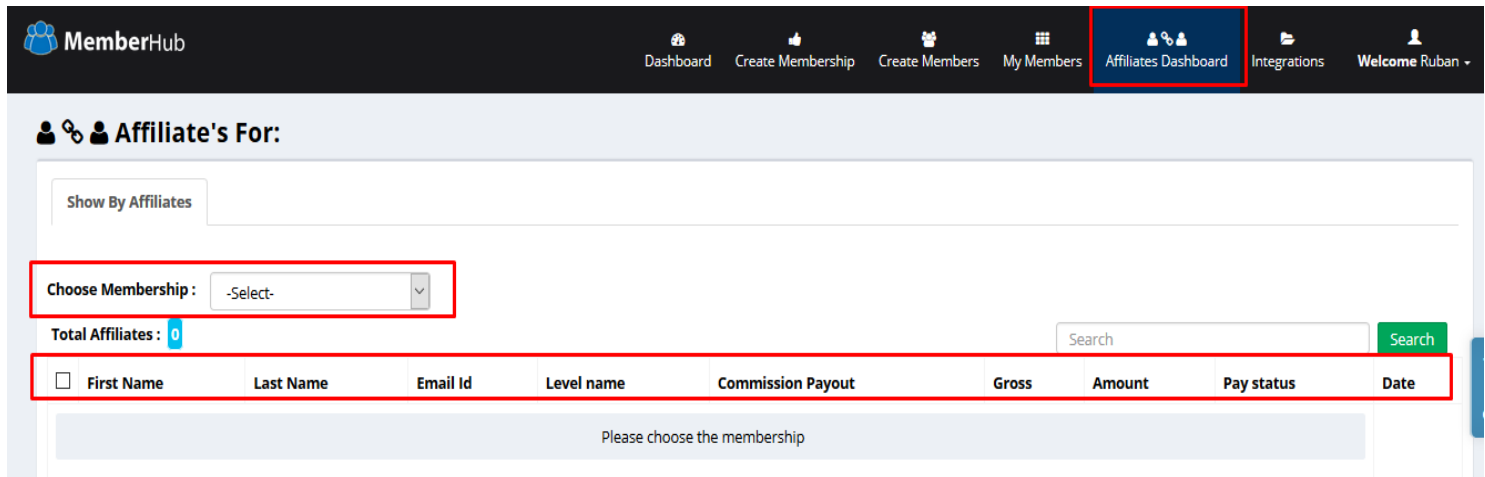


Affiliate Program

MemberPortal comes with a built-in affiliate program that lets you promote your products. Now, you can share your own affiliate link and convert your end users as your affiliates. They sell your course and get commissions paid based on the percentage you set.

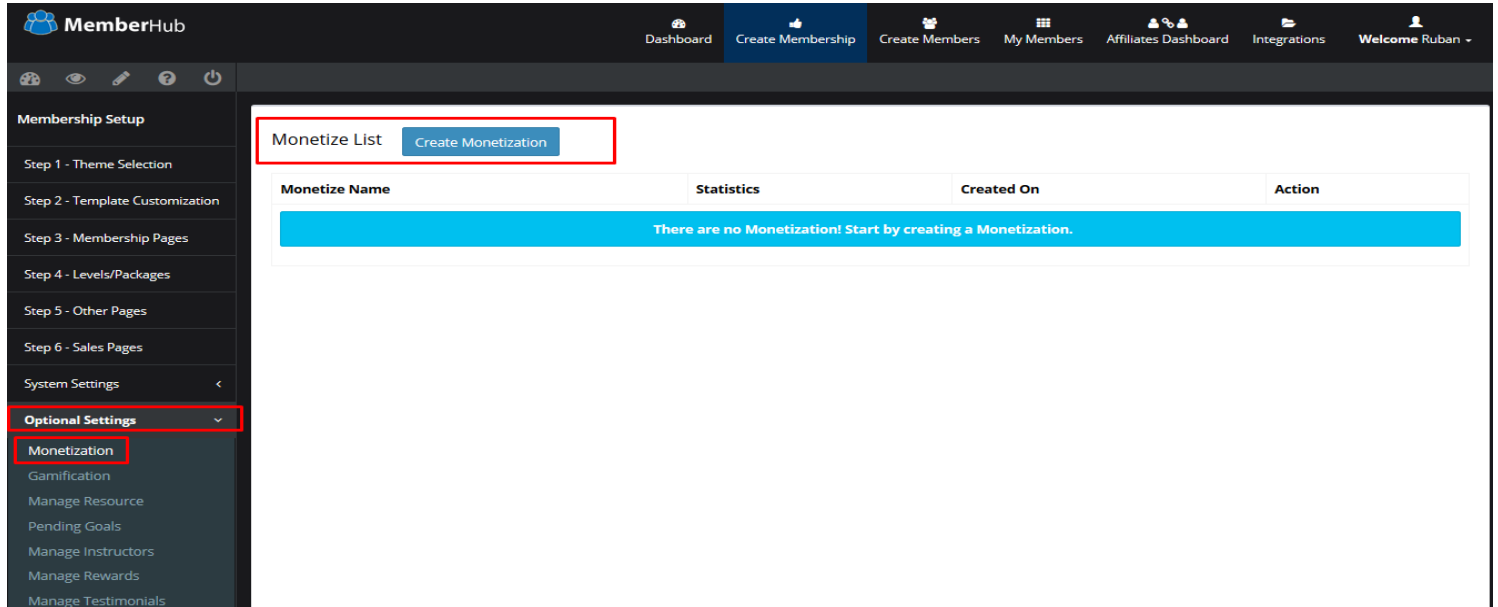
Affiliate's Dashboard

You can see and manage your affiliates. You can check vital information like the commissions to be paid and the levels that are been sold by the concerned affiliate.



Monetization

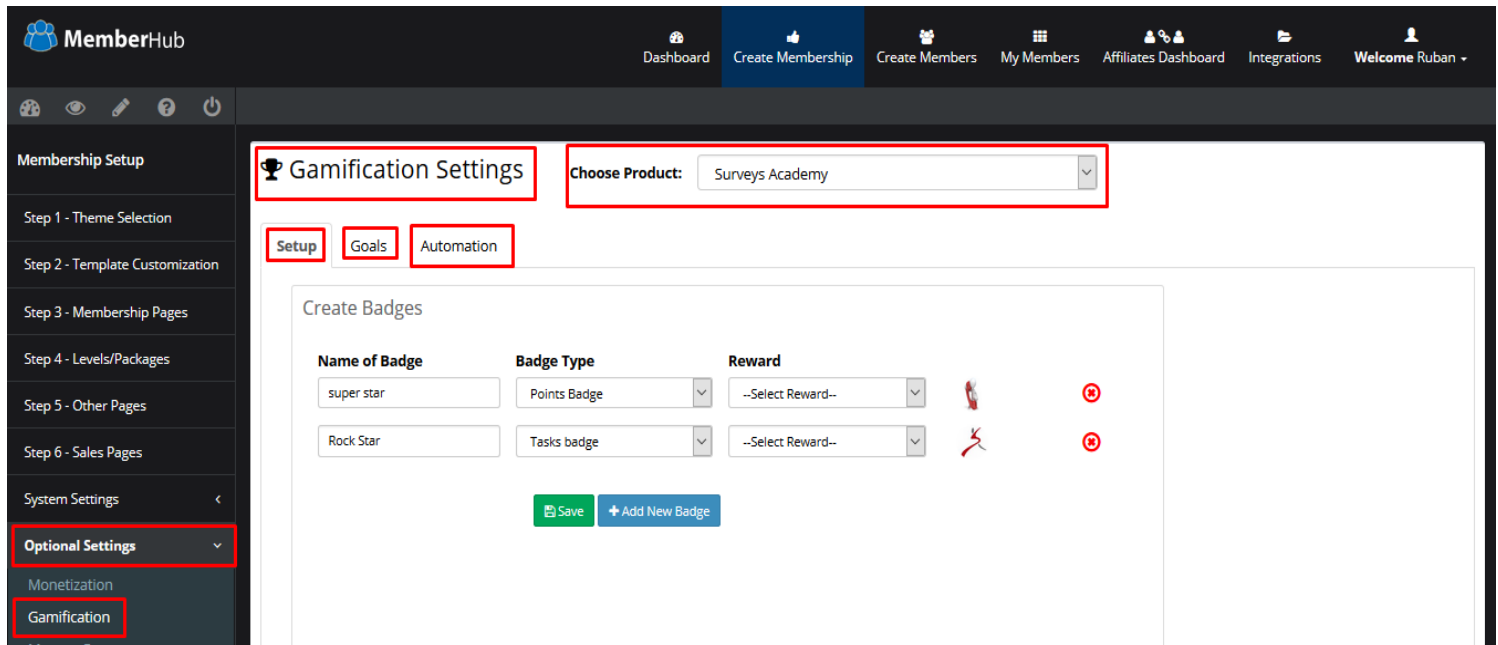
You can display banners or tickers of important messages inside of the member's area. It will be displayed across all pages universally.



The screenshot shows the MemberHub interface. The top navigation bar includes 'Dashboard', 'Create Membership', 'Create Members', 'My Members', 'Affiliates Dashboard', 'Integrations', and 'Welcome Ruban'. The left sidebar lists 'Membership Setup' steps and 'Optional Settings'. Under 'Optional Settings', 'Monetization' is highlighted. The main content area shows a 'Monetize List' with a 'Create Monetization' button. Below this is a table with columns: 'Monetize Name', 'Statistics', 'Created On', and 'Action'. A blue message bar states: 'There are no Monetization! Start by creating a Monetization.'

Gamification

You can improve engagement of your members by introducing point and badges and track them using the Gamification settings. You can set tasks which members complete and earn a badge.



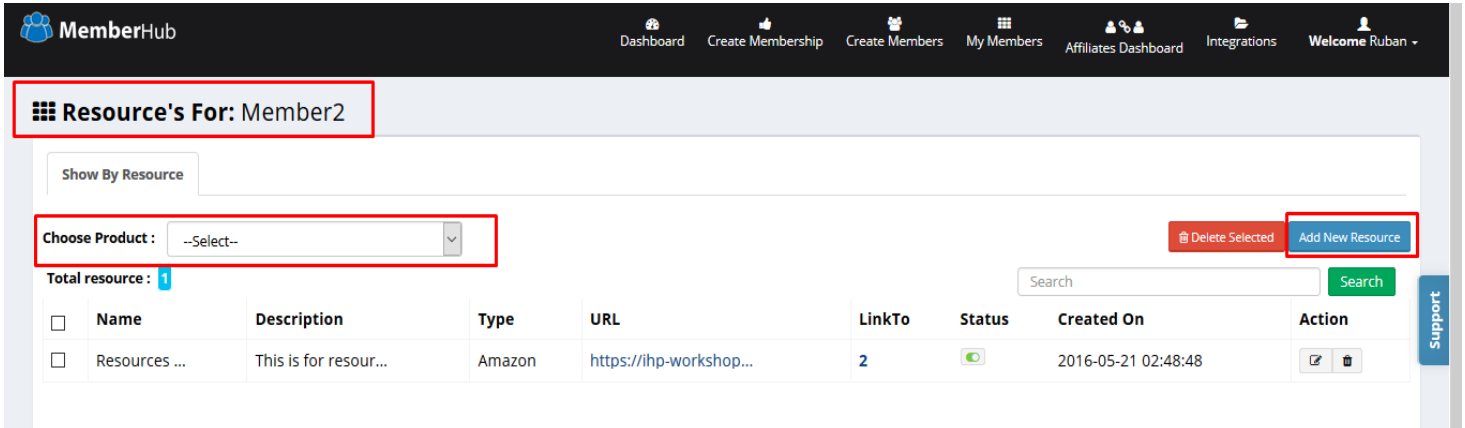
The screenshot shows the MemberHub interface. The top navigation bar is the same as the previous screenshot. The left sidebar shows 'Optional Settings' with 'Gamification' highlighted. The main content area is titled 'Gamification Settings' and includes a 'Choose Product' dropdown menu set to 'Surveys Academy'. Below this are three tabs: 'Setup', 'Goals', and 'Automation'. The 'Setup' tab is active, showing a 'Create Badges' section with a table for defining badges.

Name of Badge	Badge Type	Reward
super star	Points Badge	--Select Reward--
Rock Star	Tasks badge	--Select Reward--

At the bottom of the 'Create Badges' section are buttons for 'Save' and '+ Add New Badge'.

Resources

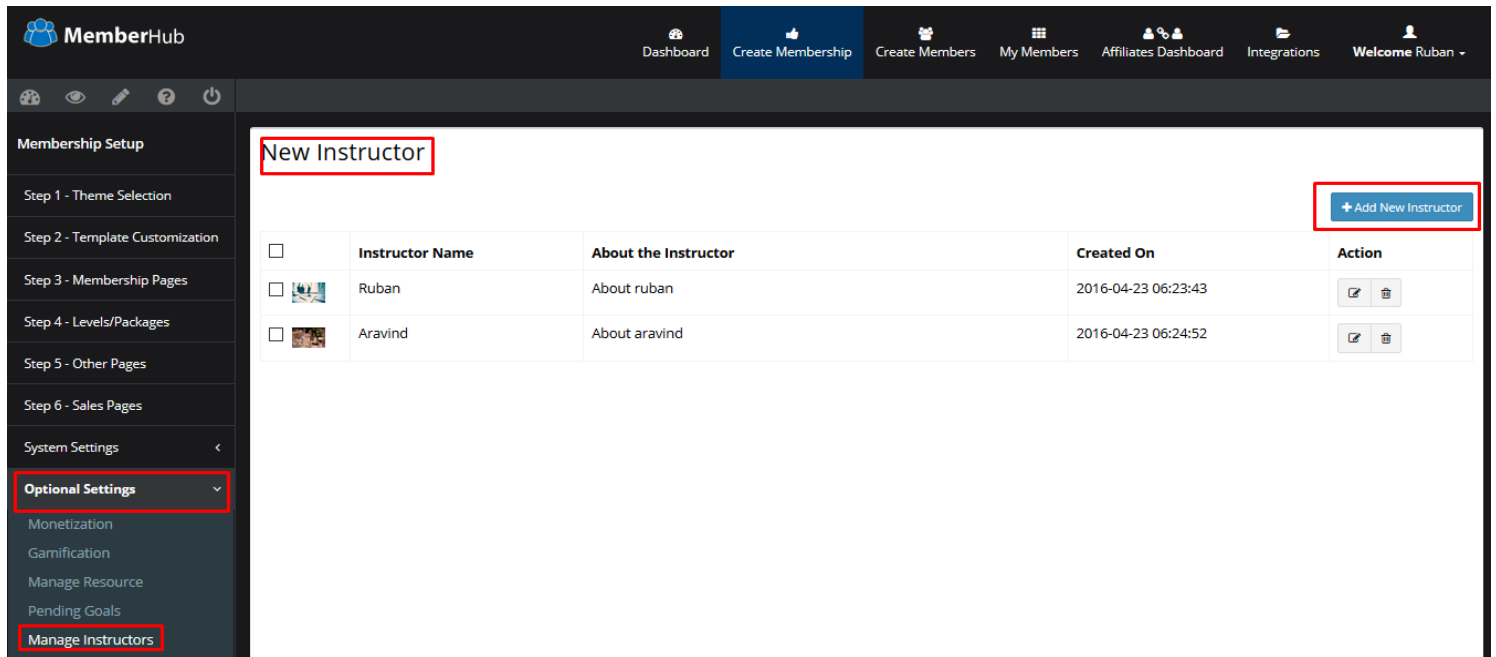
Resources are the additional content that you provide in your products. It can be in the form of a downloadable content or you can also divert them to an external URL.



The screenshot shows the MemberHub interface. At the top, there's a navigation bar with links: Dashboard, Create Membership, Create Members, My Members, Affiliates Dashboard, Integrations, and Welcome Ruban. Below this, a section titled "Resource's For: Member2" is highlighted with a red box. Under this section, there's a "Show By Resource" dropdown and a "Choose Product" dropdown menu, also highlighted with a red box. To the right of the dropdowns are buttons for "Delete Selected" and "Add New Resource", with the latter highlighted by a red box. Below these, a table lists resources. The table has columns: Name, Description, Type, URL, LinkTo, Status, Created On, and Action. One resource is listed: "Resources ..." with a description "This is for resour...", type "Amazon", URL "https://ihp-workshop...", LinkTo "2", Status "On", and Created On "2016-05-21 02:48:48". A search bar and a "Search" button are also present. A "Support" button is visible on the right side.

Instructor

An instructor is the one who handles the course.



The screenshot shows the MemberHub interface. At the top, there's a navigation bar with links: Dashboard, Create Membership, Create Members, My Members, Affiliates Dashboard, Integrations, and Welcome Ruban. Below this, a sidebar on the left contains a "Membership Setup" section with steps: Step 1 - Theme Selection, Step 2 - Template Customization, Step 3 - Membership Pages, Step 4 - Levels/Packages, Step 5 - Other Pages, Step 6 - Sales Pages, System Settings, and Optional Settings. The "Optional Settings" section is highlighted with a red box, and a dropdown menu is open showing "Monetization", "Gamification", "Manage Resource", "Pending Goals", and "Manage Instructors", with "Manage Instructors" highlighted by a red box. The main content area is titled "New Instructor" and highlighted with a red box. It contains a table with columns: Instructor Name, About the Instructor, Created On, and Action. Two instructors are listed: "Ruban" and "Aravind". To the right of the table is a button "+ Add New Instructor", highlighted by a red box. The table data is as follows:

Instructor Name	About the Instructor	Created On	Action
Ruban	About ruban	2016-04-23 06:23:43	Edit Delete
Aravind	About aravind	2016-04-23 06:24:52	Edit Delete

3rd Party integrations

The following are the 3rd party integrations that are made available inside of MemberPortal. The technical details of integrating them are available in the Quick Start Guide.

Autoresponder:

- Aweber
- Active Campaign
- GetResponse
- MailChimp
- SendReach
- Sendlane
- Icontact
- Campaign Monitor
- Constant Contact
- Benchmark

Webinar

- GoToWebinar
- Webinar Jeo

File Hosting

- Amazon S3
- DropBox

Payment Gateway Settings

- Paypal
- Clickbank
- Authorize.net
- Jvzoo
- 1ShoppingCart
- Stripe
- Zaxaa

Others

- Infusion Soft
- YouZign