

Just Now Merchandiser

Mobile App Tutorial



About the App



You can use this application to add, edit and delete offers and products for the Just Now application available on AppStore and PlayStore.

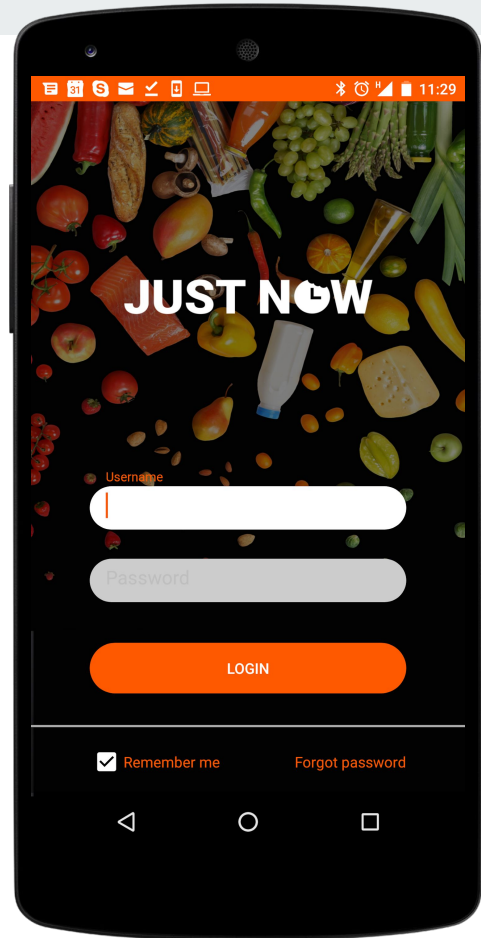
Only Merchandiser accounts have access to this application; so make sure you get your credentials from the JustNow team and check your email to activate the account.

Login

Insert the login credentials (username and password) received from the JustNow team.

Check the “Remember me” checkbox so you don’t need to login every time you open the app.

Tap “Login” to access the app.



Forgot Password

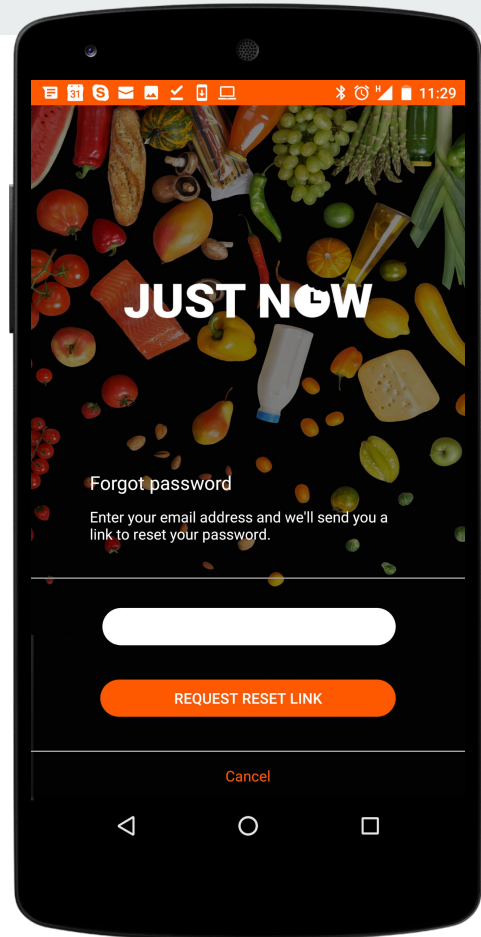
Tap “Forgot Password”.

Enter your email address in order to receive a password reset link via email.

Click the password reset link in the email. This will redirect you to the reset password screen.

Enter your new desired password and tap the “Reset” button.

Re-open the app and insert the login credentials with the new password in order to login.



Synchronize

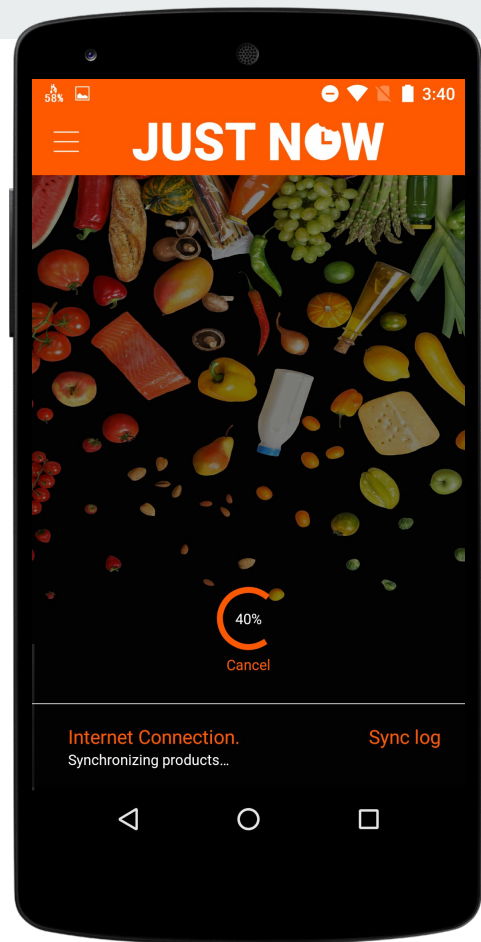
From the app menu, select “Synchronize” to open the “Products and Offers Synchronize” screen.

Start the products and offers synchronizing process by pressing the “Synchronize” button.

Important! The user must synchronize after logging in and every time a product or an offer is updated. If there are more items that need to be uploaded/added, the user will synchronize when finished with all items.

After pressing the “Synchronize” button, a message will appear at the bottom of the screen saying “Synchronization successfully completed”.

If not, try pressing the “Synchronize” button again or contact JustNow support at support@justnow.co.



Add New Product

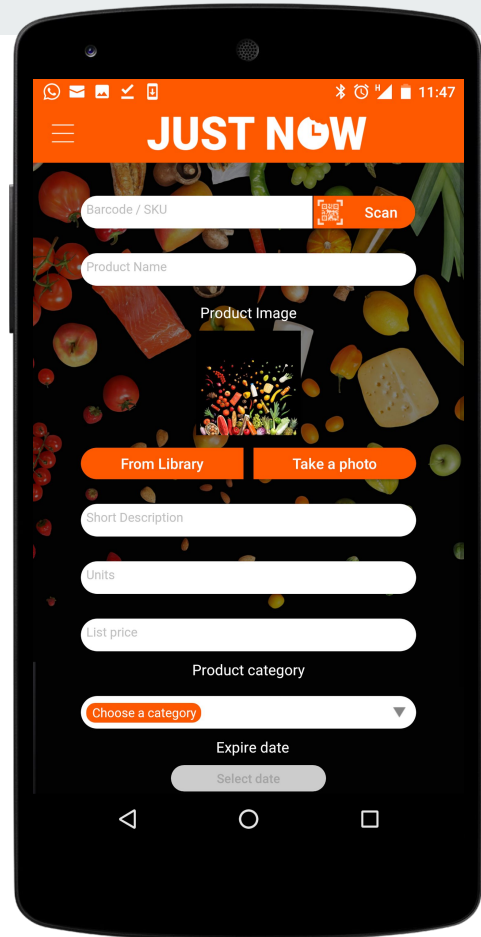
From the app menu, select “Add new product” and access the “Add New Product” screen.

Scan the product or insert the barcode manually.

Enter details about the product into the other fields.

Save the product pressing the “Save” button.

Important: If the product is already available in the database, the fields will be automatically filled with the product details after scanning the product.

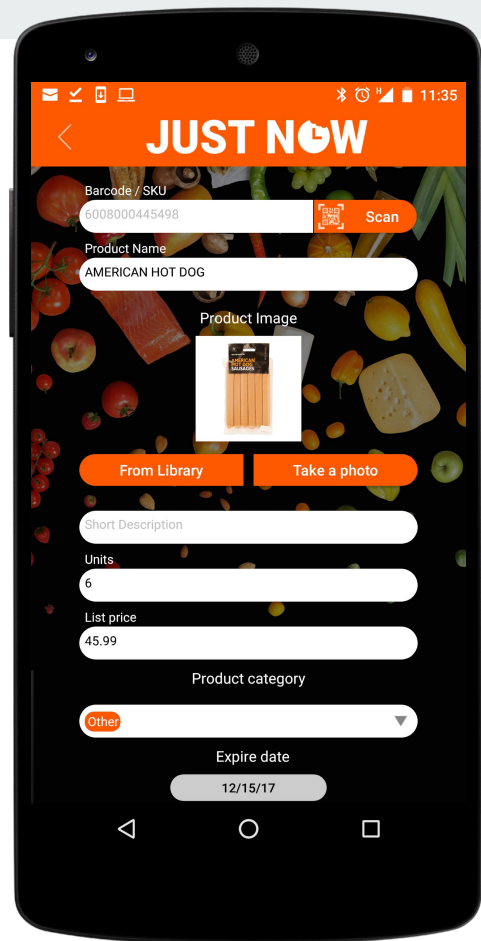


Update an Existing Product

All fields with the product details can be updated, e.g. if there is a need to change the product price (1.80), the field “List price” will be filled with the new price.

The changes will be saved after pressing the “Save” button.

In order for the changes to be visible for others (store colleagues), the “Synchronize” button must be accessed.



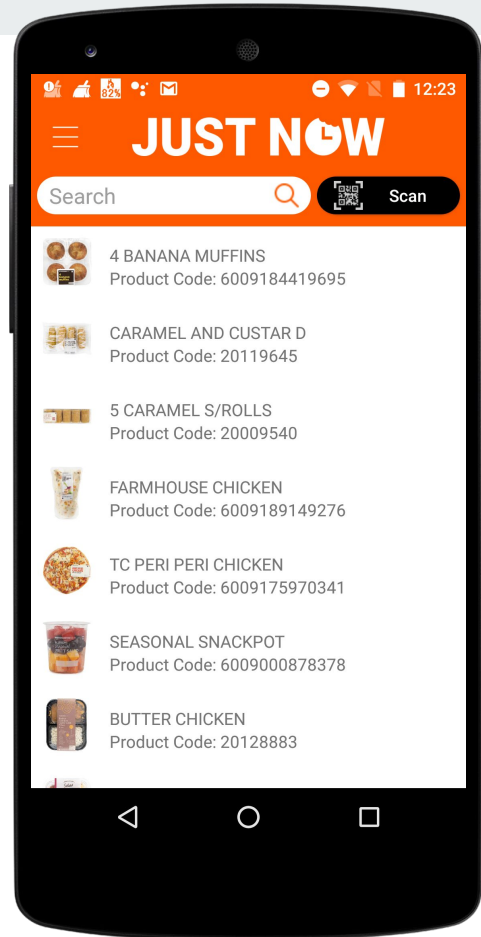
Products List

From the app menu, select “Manage products” to view a list with all of the products available in your shop.

Search for the product using the search field or by selecting “Scan” and scanning the product barcode.

Some products may have a specific symbol:

[Sync] - This product has been updated and needs to be synchronized. Go to Synchronize to solve this issue.



Add New Offer

Search for the product using the gray arrow from the “Product” field.

Search for the product by using the “Search” option or by scanning the product barcode and selecting the product from the product list.

Edit the product’s details if necessary (units, price, expiration date) and offer details (offer start date, end date, offer modifier).

Save the offer by pressing the “Save” button.

Useful information:

- The Displayed Price is the full price of the product.
- The Product Price is the price the store is currently selling the product at. The Product Price is smaller than the Displayed Price if there is a promotion on the product, otherwise they are equal.
- The Discounted Price is the price at which the product is sold via Just Now. This must be lower or equal to the Product Price.

The screenshot shows the 'JUST NOW' app interface on a smartphone. The top status bar displays various icons and the time 4:37. The app's header is orange with the 'JUST NOW' logo. Below the header, the 'Product Info' section contains fields for 'Product' (with a search icon), 'Product price' (with a 'Price' button), 'Display price' (with a 'Price' button), 'Category' (with a 'Choose a category' dropdown), 'Units' (with a text input), and 'Expire date' (with a 'Select date' dropdown). The 'Offer info' section includes an 'Enable' checkbox, an 'Offer code' field, an 'Offer barcode' field (with a 'Scan' button and a QR code icon), and an 'Offer name' field. The background of the app is dark with a pattern of colorful fruits.

Add New Offer

(continued)

The Enable/Disable checkbox is used to activate and deactivate an offer.

If the checkbox is selected, it means that the offer is set to be active and will be activated a few minutes after you Synchronize.

If the checkbox is not selected, that means that the offer is set to be deactivated and will be updated a few minutes after you Synchronize.

You will see a short description of the offer status right above the “Save” button. That description will be updated when you toggle the “Enabled” check mark.

The screenshot shows the 'JUST NOW' app interface on a smartphone. The top status bar shows 57% battery, signal strength, and the time 3:39. The app's header is orange with the 'JUST NOW' logo and a hamburger menu icon. Below the header, the title 'Offer info' is displayed next to an 'Enable' checkbox. The form contains several input fields: 'Offer code' (a dropdown menu), 'Offer barcode' (a text field with a 'Scan' button), 'Offer name' (a text field), 'Offer discount' (a text field), and 'Offer type' (a dropdown menu). Below these are 'Start date' and 'End date' sections, each with 'Select date' and 'Select time' buttons. At the bottom, the status is shown as 'Status: DISABLED' with a radio button icon.

57% 3:39

JUST NOW

Offer info ☐ Enable

Offer code

Offer barcode Scan

Offer name

Offer discount Discounted Price

Offer type

Start date Select date Select time

End date Select date Select time

☐ Status: DISABLED

Update an Offer

Select “Manage offers” and search for the offer you want to update.

Select the offer and update the details you need to modify.

JUST NOW

< Product Info

Product

500G CLASSIC BOEREWO

Product price

15.0

Original price

15.0

Category

Cărnuri

Units

12

Expire date

9/22/16

Offer info

☒ Enable

Offer code

8710447275313

Offer name

JUST NOW

< 8710447275313 Scan

Offer name

500G CLASSIC BOEREWO

Offer discount

25.0

Discounted Price

11.25

Offer type

-25.0% (Discount %)

Start date

3/13/18

15:16

End date

4/30/18

15:16

Status: **LIVE**

The Clients will see the offer until it reaches the set end date and time.

Save

Disable an Active Offer

If you want to disable an offer so clients will not see it on their application:

Select “Manage offers” and search for the offer you want to disable.

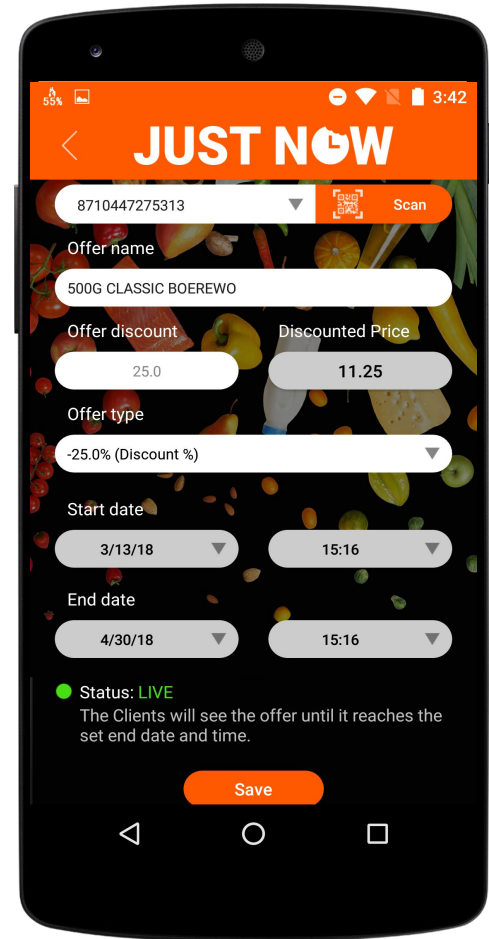
Select the offer and scroll down to the bottom of the view.

Uncheck the “Enable” checkbox. You will see the status will change to “Disabled”.

Press “Save”.

Don’t forget to Synchronize!

Note: The offers are automatically disabled after it reaches the set End Date and Time.



View Offer List

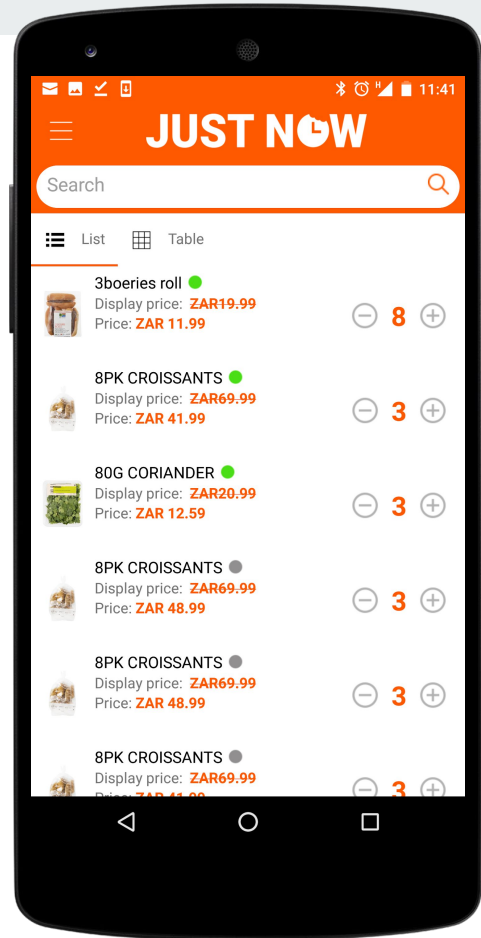
Open the “Menu” screen and select “Manage Offers”

You will then see a list with all the offers published by your shop.

Each offer has a colored label:


- ❑ **Green** label indicates Live Offers (these offers are visible in the Client app).
- ❑ **Orange** label indicates Pending Offers (these offers are pending to be activated by the system on the selected start date).
- ❑ **Gray** label indicates Disabled Offers (these offer will never be activated unless they are enabled from offer details view).

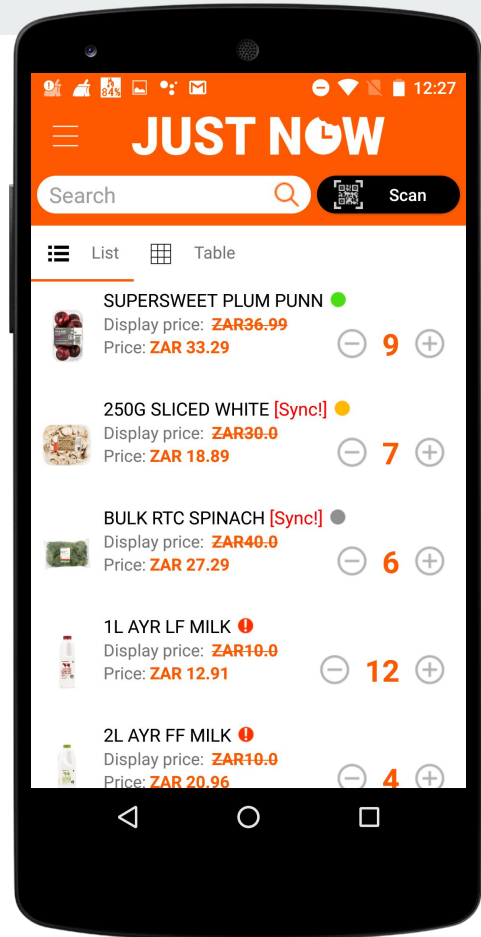
Offers are sorted by status: first the active offers (green), followed by the inactive offers (orange), and last in the list are the disabled offers (gray).



View Offer List (continued)

There are also warning labels:

- ❏  indicates that the offer is not suitable to be enabled. The product may be expired or may have incorrect data. Tap on that offer and edit the fields that have **red text**. The offer will not be published to clients unless those are corrected.
- ❏ **[Sync]** - This offer has been updated and needs to be synchronized. Go to Synchronize to solve this issue.



Settings

Open the “Menu” and select “Settings”

If your account is set to have access to more than one shop, you can toggle between the shops here. When you tap the drop down list, you will view all the shops you have access to and can select the one you want to add/edit promos for.

Each shop has settings that you can enable/disable depending on your shop campaign strategy.

- Display offer code - the customers will see this beneath the barcode on their application.
- Display discount percentage - the customers will see the percentage of discount based on the Display Price and the Discounted Price on their application.
- Display expiration date - the customers will see the expiration date for each product on their application.

If you change the shop, you need to “Save” in order to have the shop changed in the entire app.

If you change any of the settings, don’t forget to “Synchronize”!

