

Air4media Pilot v10

BETA

ACME Creative AgencyOWNER

ACME Creative Agency

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Dashboard

Documentation

CLIENTS

DIGITAL ASSETS

FLYING LICENSE

WEBSITE

Site Builder

Site Management

Analytics

Site Editor

Modules

AirBeta

AirBlog

AirBook

AirCatalog

AirDAM

AirForms

AirGallery

AirMail

AirPlan

Airshop

AirPortal

AirLaunch

AI

SETTINGS

New Product

Active Products13

Drafts0

Orders243

Revenue\$3,078,597.25

Products

Orders

Customers

Resellers

Coupons

Reviews

Analytics

Settings

Categories

All Products

Photography Services0

Video Production0

Branding & Design0

Event Production0

Equipment Rental0

Categories

All Products

Pending0

Processing0

Shipped0

Avg Order\$0

Total0

Consumers0

Pro0

Pro Pending0

Discount Coupons

+ New Coupon

General Settings

CurrencyUSD - US Dollar

Order Number PrefixORD

Tax Settings

Default Tax Rate (%)0

Prices include tax

Shipping

Free Shipping Threshold (\$)No free shipping

Default Shipping Cost (\$)0

Orders above this get free shipping. Leave empty to disable.

Checkout

Allow guest checkout

Customers can purchase without creating an account.

Enable product reviews

Enable pro registration

Allow customers to apply for pro/wholesale pricing.

Save Settings

Settings apply to all sites in your shop.

Payment

Stripe is used for payment processing. Configure your Stripe keys in the platform settings.

Checking...

Quick Stats

Active Products0

Total Orders0

Customers0

Active Coupons0

0 Active Resellers

\$0 Reseller Revenue

0 Reseller Orders

\$0 Pending Payouts

All Status

+ New Reseller

Loading coupons...

0 Pending

0 Approved

0 Avg Rating

0 Total

AllPendingApprovedRejected

Search reviews...

Shop Analytics

Revenue\$0

Orders0

Avg Order Value\$0

Customers0

Revenue & Orders

Order Status

Top Products

ProductUnits SoldRevenue

Loading...

Customer Tiers

AirShop

AirShop is your complete e-commerce store manager. Sell products with tiered pricing, manage orders from purchase to delivery, run a reseller program, and track performance — all from one place.

Key Features

- **Dashboard Stats:** Active products, drafts, total orders, and revenue at a glance
- **Tiered Pricing:** Set Retail, Pro, and Cost prices per product — plus a Compare At price for highlighting discounts
- **Product Variants:** Offer size, color, material, or any custom option with individual prices and stock
- **Order Lifecycle:** Move orders from Pending through Confirmed, Processing, Shipped, and Delivered with automatic shipping notifications
- **Customer Tiers:** Segment buyers as Consumer, Pro, or VIP with an optional Pro approval workflow
- **Coupon Engine:** Create percentage, fixed-amount, or free-shipping discounts with usage limits, expiry dates, and customer-tier restrictions
- **Reseller Storefronts:** Give approved resellers a branded storefront with custom commission rules and pricing strategies
- **Reviews:** Collect and moderate star-rated product reviews before they go live
- **Analytics:** Track revenue trends, top products, order status breakdown, and customer tier distribution

How to Use

Products

1. Go to the **Products** tab and click **New Product**
2. Enter the name, SKU, type (Physical, Digital, Service, or Bundle), and description
3. Set your **Retail Price** — add Pro, Cost, and Compare At prices as needed
4. Enable **Track Inventory** to manage stock and set a low-stock alert
5. Add photos, videos, or documents under the **Media** tab
6. Use **Variants** for products with multiple options (e.g., "Size: 8x10" or "Material: Vinyl")
7. Use the right sidebar to assign categories, configure reseller access, add shipping dimensions, and write SEO text

8. Click **Save Draft** to save without publishing, or **Publish** to make it live

Orders

1. Open the **Orders** tab — stats at the top show Pending, Processing, and Shipped counts
2. Click an order to see items, totals, shipping, billing, and payment details
3. Update the status (Confirmed → Processing → Shipped → Delivered) as you fulfill it
4. Click **Add Tracking** to enter a tracking number and carrier — a shipping email goes out automatically
5. Use the **Notes** section to leave internal comments on an order

Customers

1. Open the **Customers** tab to browse all buyers
2. Click a customer to view their order history, total spent, and contact details
3. Set their **Tier** (Consumer, Pro, or VIP) and manage Pro approval status if required
4. Add internal notes to record preferences or special agreements

Coupons

1. Go to the **Coupons** tab and click **New Coupon**
2. Enter a code or click **Generate** for a random one
3. Choose: **Percentage**, **Fixed Amount**, or **Free Shipping**
4. Set optional rules: minimum order, usage limit, per-customer limit, eligible products or categories, and customer tier
5. Schedule with start/end dates, then toggle active or inactive at any time

Resellers

1. Open the **Resellers** tab and click **New Reseller**
2. Select an approved Pro customer and enter their business name
3. Set commission type (Markup %, Percentage, or Fixed Amount) and payout method
4. Configure storefront branding colors and which products they can sell
5. Set per-product minimum prices to protect your margins

Reviews

1. Open the **Reviews** tab and filter by **Pending**, **Approved**, or **Rejected**
2. Click a review to read its full content and star rating

3. Click **Approve** to publish it on the product page, or **Reject** to hide it

Analytics

1. Open the **Analytics** tab and pick a period: 7 days, 30 days, 90 days, or 1 year
2. Review revenue, order count, average order value, and unique customers — with trend indicators
3. See top-selling products, order status breakdown, and customer tier distribution

Settings

1. Open the **Settings** tab to configure currency, order number prefix, tax rate, and shipping defaults
2. Toggle guest checkout, product reviews, and Pro registration on or off
3. Click **Save Settings** to apply changes store-wide

Tips

- Use **Duplicate** on a product to quickly spin up similar listings
- The **Compare At Price** shows a strikethrough "was" price on your storefront — great for highlighting sales
- Keep **Cost Price** updated to track real profit margins per product
- Seasonal coupons with scheduled start/end dates can be set up well in advance
- A **Minimum Reseller Price** protects your margins while giving resellers pricing flexibility