Sauced Out
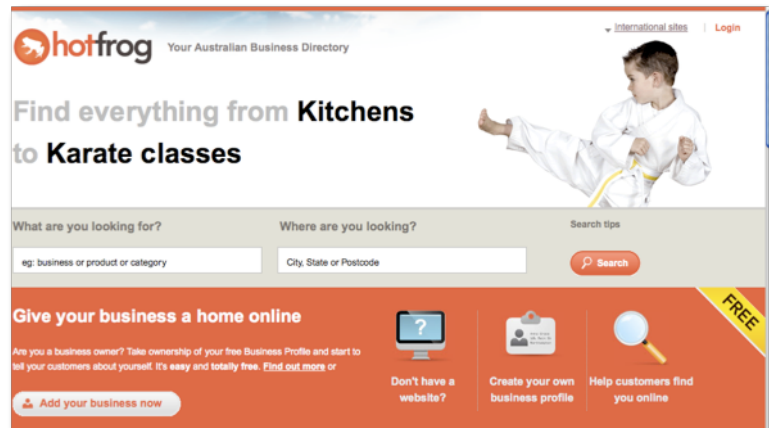
HotFrog Tutorial
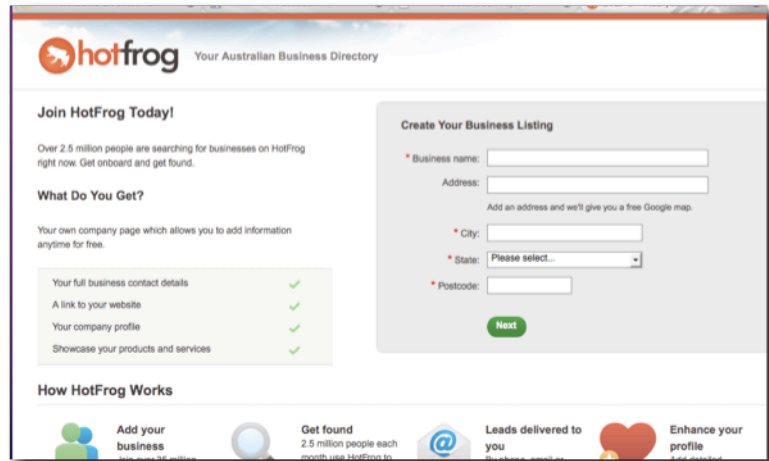
Step 1:

Go to www.hotfrog.com.au and click on the **Add your business now** button, located at the bottom, left hand side of your page.
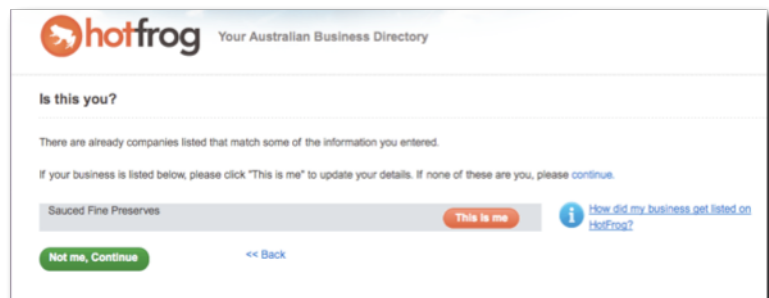
Step 2:

Now fill in your business information in the provided areas on the right hand side if the page and click next.
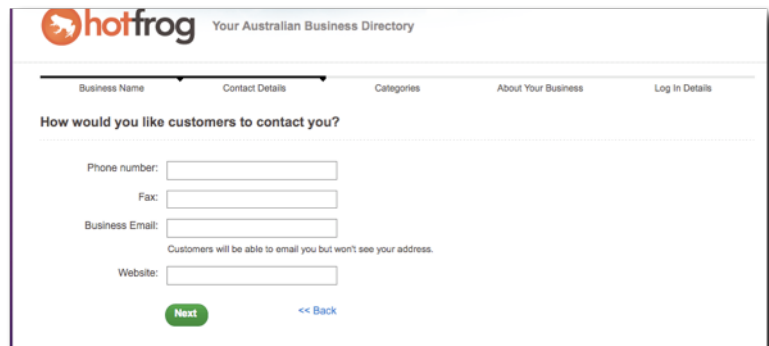
Step 3:

If the hotfrog database has detected that your name is currently being used or there is something else like it, either click the **back** button to change your name or click the green button that says **Not Me, Continue.**

Step 4:

Now put in the information you wish to give your customers; phone number, fax number, business email and website address. You don't have to give all your information if you don't wish to. Click the next button to continue.

Step 5:

Now select which category your business fits into. In the right hand side box are the attributes that correspond with your business. If there are attributes that don't apply to you click the red minus button.

If there are attributes that you see in the left hand box and you want to add, click on the green plus button.

If there are no attributes that suit your business, type it into the text area in the cream box to add it.

Then click **Next.**

Step 6:

In the text area, write a description describing your business and what you do.

If you would like to format your text, highlight the word(s), click either the; **B** button for bold, **I** for italic and **U** for underline.

When you're finished, click **Next.**

Step 7:

Fill in the form to create your username and password.

Read the hotfrog agreement then click the green **I agree** button to proceed.

Step 8:

Once your account has bee created, you are now taken to your dashboard. This is where you can change your passwords, add products and prices, descriptions and coupons.

To logout, click the **Logout** button located at the top right side of your page.

To login, click the **Login** button located at the top right side of the www.hotfrog.com.au home page.