



ShopTab Administration Panel Tips

Welcome to ShopTab -
we're glad you're here.

We founded ShopTab.net because we believe setting up a shop on Facebook should be simple and we're committed to providing the easiest tool for managing your shop.

We encourage you to share feedback and help make ShopTab better at <http://support.shoptab.net>

How to Setup your Shop with ShopTab Admin:

1. Login with email address and password you created after setting up ShopTab on Facebook.

< Back to ShopTab.net

SHOP TAB

Email
jennifer@shoptab.net

Password
••••••••

Remember Me

Log In

To create a new ShopTab account sign up today.

2. Click on **Settings Tab** after successful login to <http://admin.shoptab.net>

SHOP TAB

Need Help ? ShopTab Support

My Products Settings Data Fees Add Product

Personal Info

Name: Jennifer Hudson
Email: jennifer@shoptab.net
Address: 123 Anywhere St
San Diego CA US 55555
Edit Your Personal Info


Business Info

Name: Jennifer's Bicycle
Website: www.jennifersbikes.com
Email: jennifer@shoptab.net
Address: 1234 Bicycle St San Diego CA US 55555
Phone: 555-555-5555
Description: We sell bikes
Edit Business Info

Business Logo :

Click "Browse..." to choose the business logo from your computer. Maximum logo size accepted is 300 x 75 as a jpg, gif or png. This will be the logo on your Facebook Shop Tab.

3. After visiting Settings tab Upload your **Business Logo** and then click **Edit Your Personal Info**



Need Help ? [ShopTab Support](#)

My Products | Settings | Data Feed | Add Product

Personal Info

Name: Jennifer Hudson
 Email: jennifer@shoptab.net
 Address: 123 Anywhere St
 San Diego CA US 55555
[Edit Your Personal Info](#)

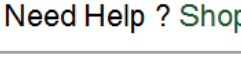
Business Info

Name: Jennifer's Bicycle
 Website: www.jennifersbikes.com
 Email: jennifer@shoptab.net
 Address: 1234 Bicycle St San Diego CA US 55555
 Phone: 555-555-5555
 Description: We sell bikes
[Edit Business Info](#)

Business Logo :

Click "Browse..." to choose the business logo from your computer. Maximum logo size accepted is 300 x 75 as a jpg, gif or png. This will be the logo on your Facebook Shop Tab.

4. After visiting the Edit your Personal Info on the Settings tab please **complete the form** and follow the instructions on right side to get your **Facebook ID**. Click update button once completed. If you have issues with your Facebook ID please email support@shoptab.net.



Need Help ? [ShopTab Support](#)

My Products | Settings | Data Feed | Add Product

Edit Profile :

ShopTab will use this information to contact you if needed. This information won't be displayed publicly.

Name :

Email :

Change password :

New Password Confirmation :

Address :

City :

State :

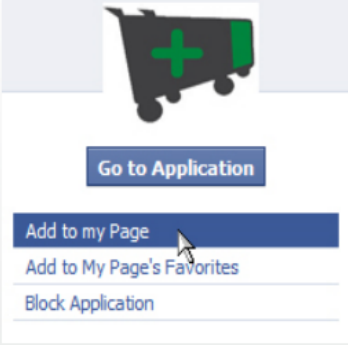
Country :

Zip :

Facebook Page ID :

To get your Facebook Page ID:

1. Visit [ShopTab App page](#)
2. On ShopTab Facebook Application Page click on left side that reads "Add to Page" and choose the page you want your Facebook ShopTab located on. Do not select more than 1 Facebook page.
3. After you choose what page you want ShopTab to appear on visit that page and click the + sign on navigation (next to Wall, Info, etc.).





5. After updating your personal info settings you will be back on Settings page and then click on **Edit Business Info**

Welcome jennifer@shoptab.net [logout](#)
Profile updated!

SHOP TAB

My Products Settings Data Feed Add Product Need Help ? ShopTab Support

Personal Info
Name: Jennifer Hudson
Email: jennifer@shoptab.net
Address: 123 Anywhere St
San Diego CA 921555555
[Edit Your Personal Info](#)
[Add Business Info](#)

6. On Add Business Info page please **complete the Business Info**

My Products Settings Data Feed Add Product Need Help ? ShopTab Support

Edit Business Info :

Business Name:

Website :

Contact Email :

Address :

City :

State :

Country :

Zip :

7. After updating your Business Info you can either **upload a data feed** of all your products or **enter them individually**. Once you have added at least 1 product your Facebook shop tab will be live!

Welcome jennifer@shoptab.net [logout](#)
Business info added!

SHOP TAB

My Products Settings Data Feed Add Product Need Help ? ShopTab Support

[Data Feed](#)

For help on creating and formatting data feed visit http://admin.shoptab.net/data_feed_formatting