OZEE MARKETS BOOKING MANAGER

User Guide to Search for a Market Location

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1. INTRODUCTION

Ozee Markets Booking Manager allows you to search for your desired market location, in a few simple steps.

Stall Holders can search for markets available in locations that you are interested in and view real-time availability for the listed dates

2. GLOSSARY

A. **Markets**: These are markets uploaded by the Market Organisers.
B. **Real-time availability**: You can distinguish the stall availability by color indicator.
C. **Market Map**: This is the layout of the market to check the availability of stalls in the market.

Ozee Markets Booking Manager

3. SEARCH FOR A MARKET LOCATION

Step 1**: You have *two options* to help find your desired market.**

- You can use the filter by state, city or town
- Or you can select the market from the displayed list

Filter by state, city or town: Choose the state for the location of the market

First *filter* by the State of your preference, next *select* the City or Town of choice from the drop down list and *click* on the 'magnifying glass' icon to display the markets Or with the filter on the State of your preference simply *enter* the town or city you are looking for and *click* on the 'magnifying glass' icon
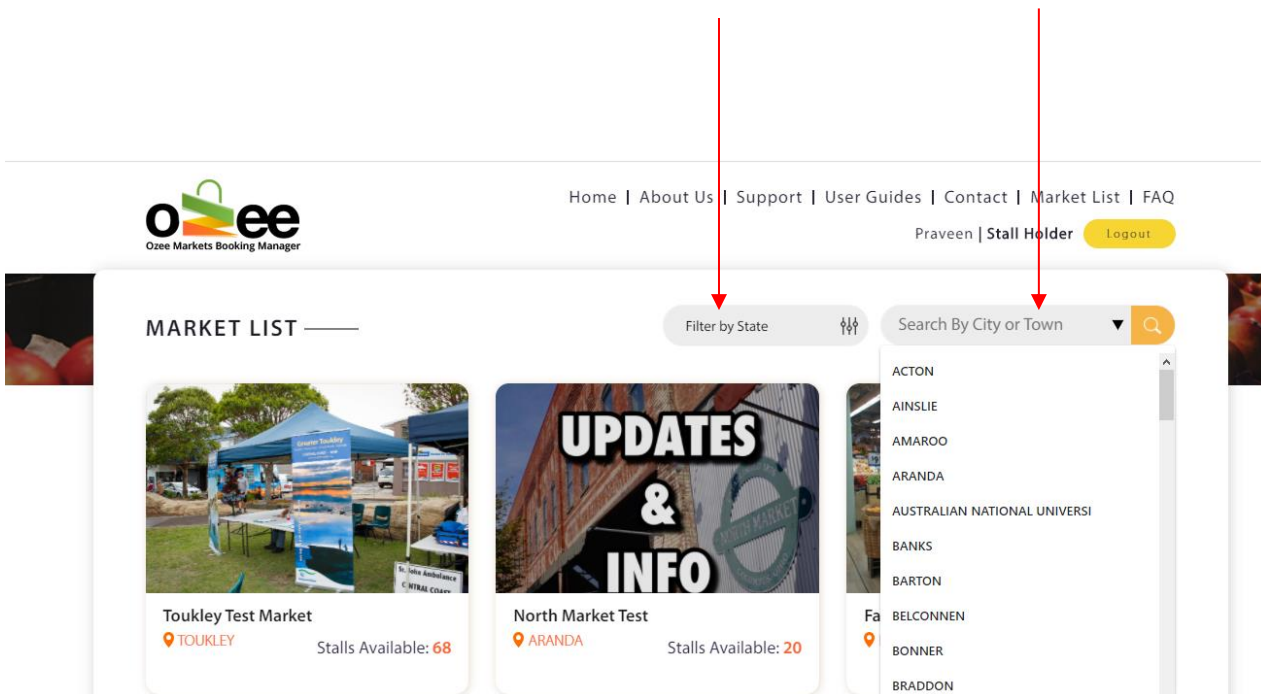
Note: As default Only 500 cities and towns are shown under a state, if you don't find the city in the (select city/town) drop down (please follow these steps),
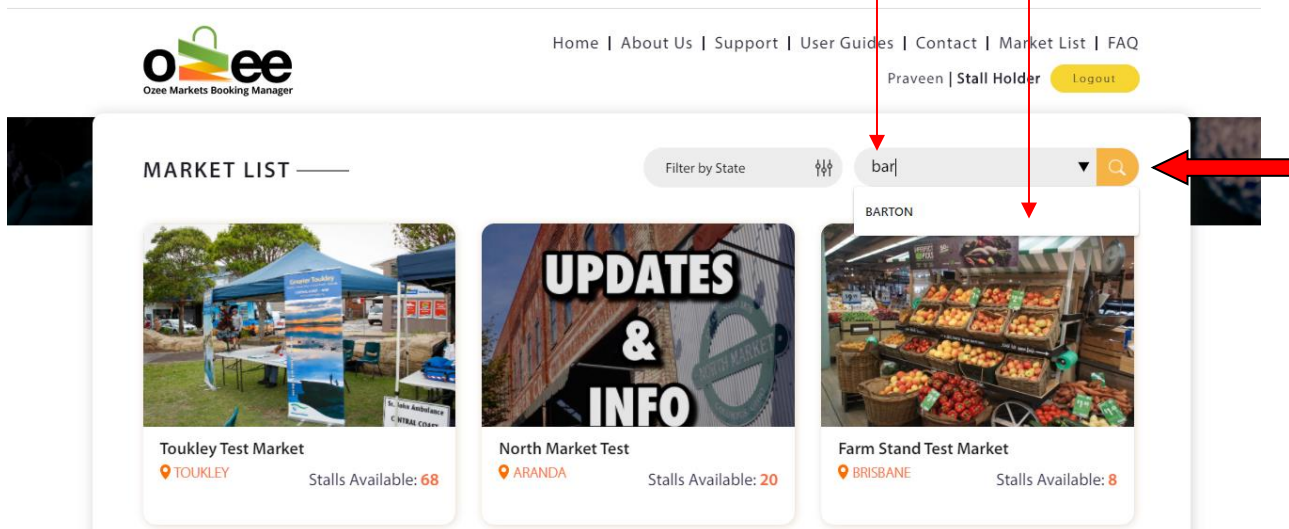
Step 1: **Choose a state from the state filter dropdown.**

Step 2: **Type the city or town name on the search bar**

Step 3: **Select the city or town of your choice from the dropdown.**

Input the city you want to view and book the Markets in.

Select city from the dropdown after typing.
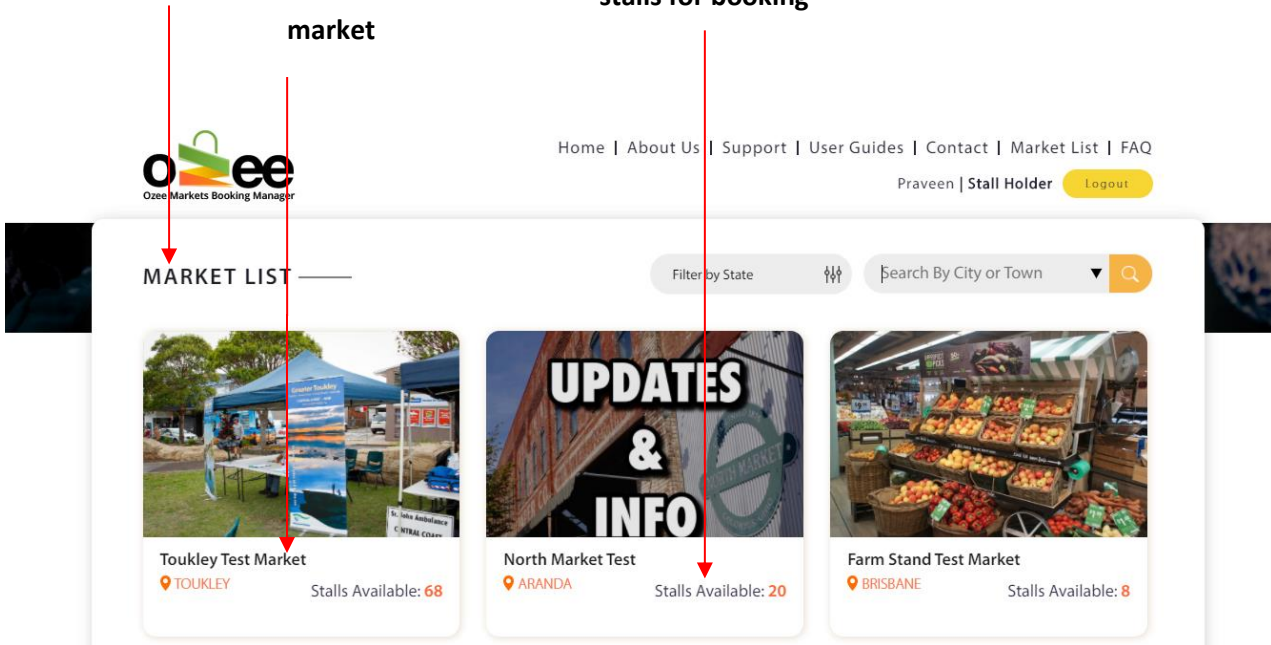
From the market list: Your market selection is now displayed in the Market List.

Scroll through the
markets displayed
to your interest

You can view the
number of available
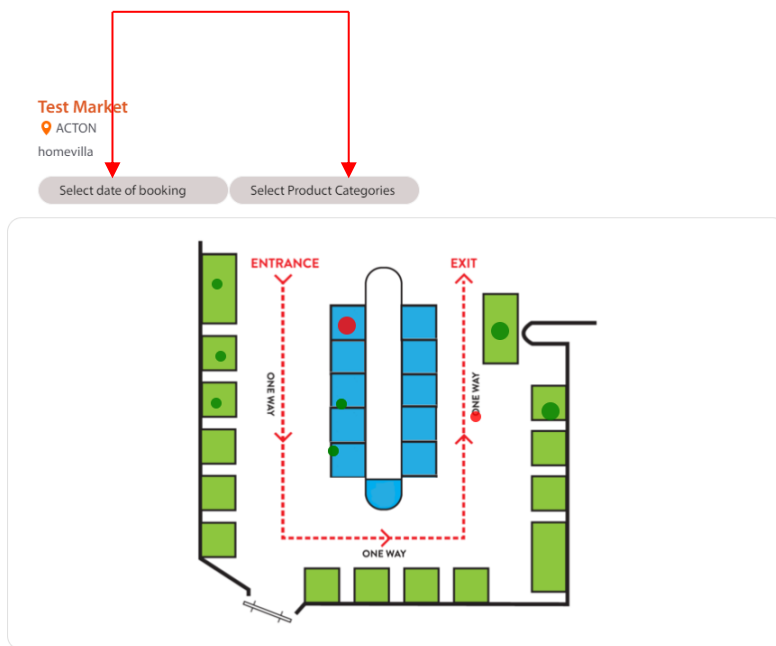stalls for booking

Name of the
market

Step 2: Just *Click* on the market location image or market name to view the market Stall Map.

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4. SELECTING YOUR SUITABLE STALL FOR BOOKING

4.1 Interface

When you *click* on the market image or market name, the appropriate market layout opens on your screen and it looks like this:
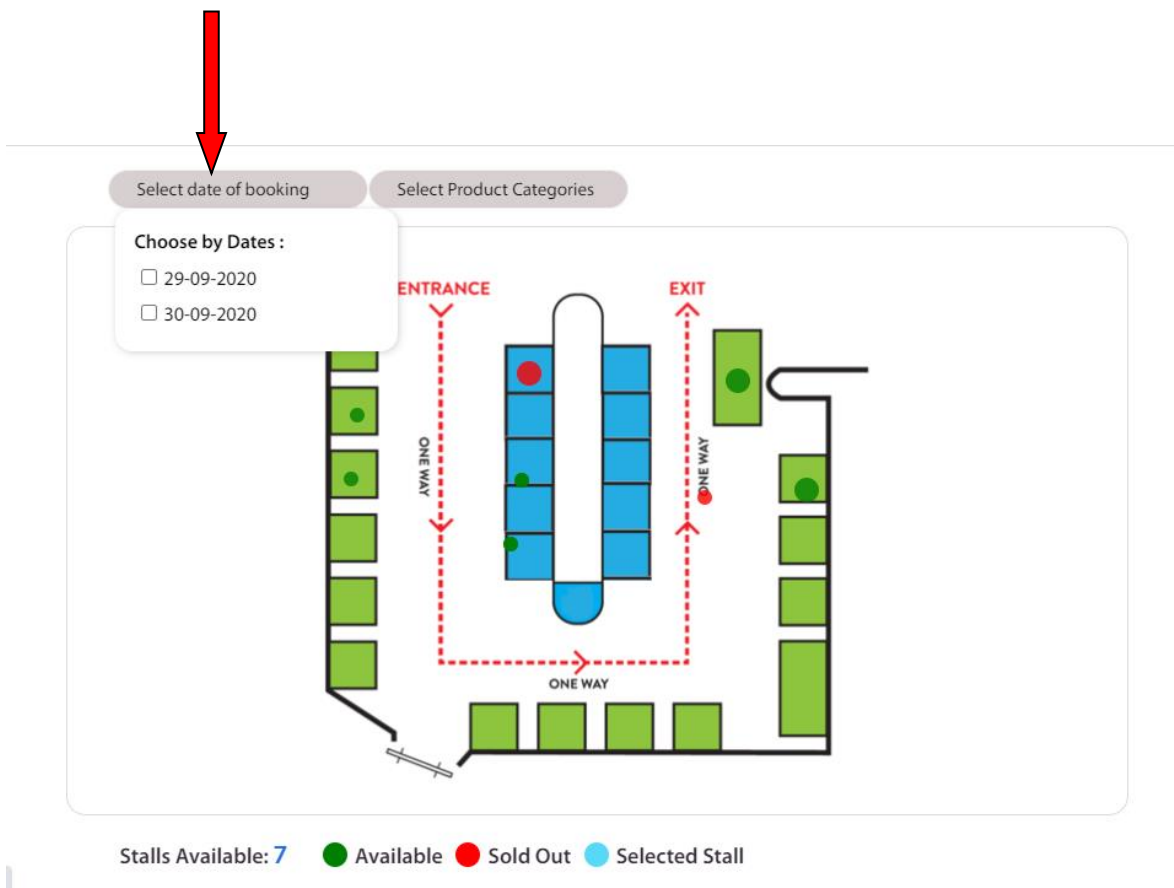
Color indications

- 🟢 **Stall Available**

- 🔴 **Stall Sold Out**

- 🔵 **Stall Selected by you**

4.2 Searching for stall

There are two important steps to follow while selecting your stall.

Step 1**:** *Select* **the date of booking from the available dates from the drop down.**

Step 2**: Select the type of product category or categories that you sell from the drop down.**

Step 3: All the available stalls will be displayed in the layout as green with all the Booked or Sold stalls displayed as red.
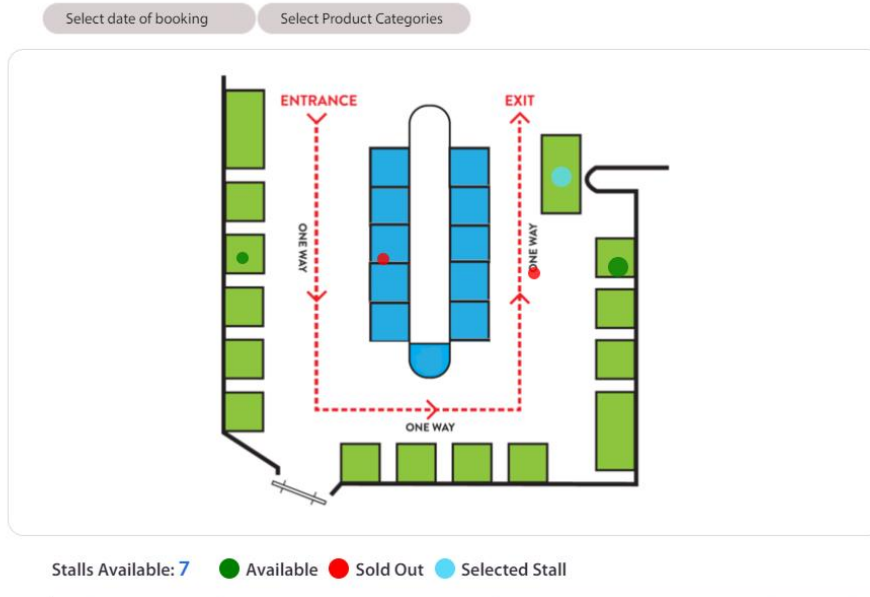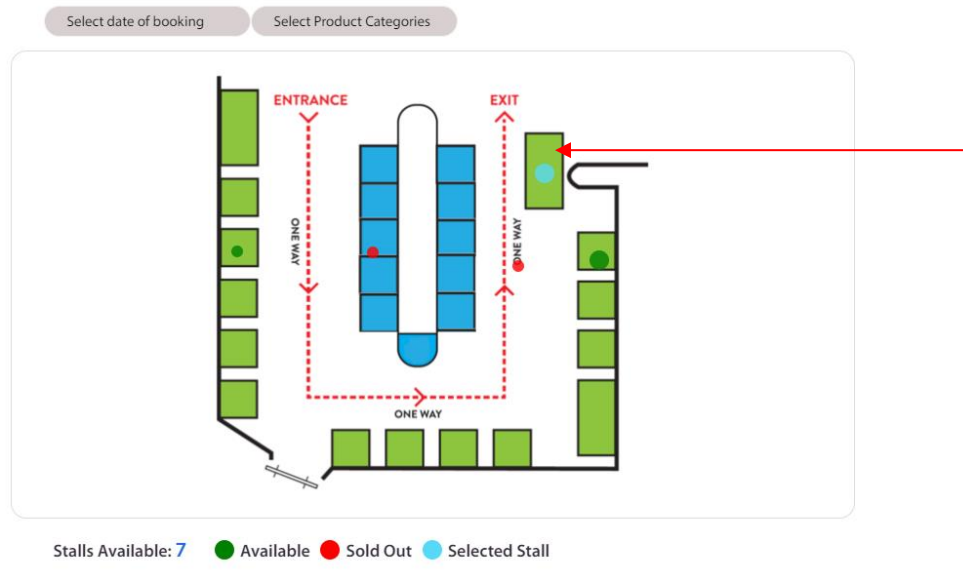

Step 4: Once you move your cursor through the stalls in the layout, you will see a small pop-up displaying Stall Name, Stall Title, Area, Stall Information, Status of availability and Price.
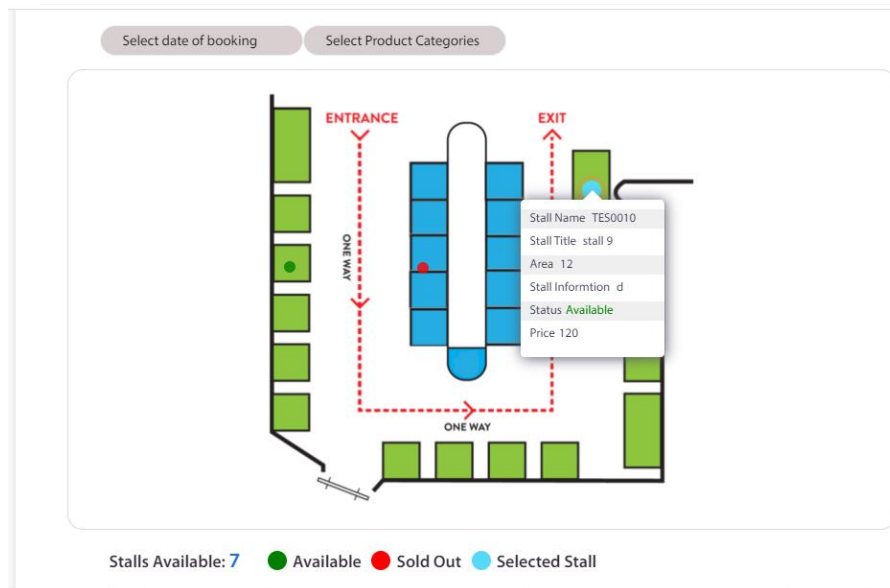
Step 5: Click *on your desirable stall* from the market layout. You can see the availability color changing to blue. You have now selected a stall.
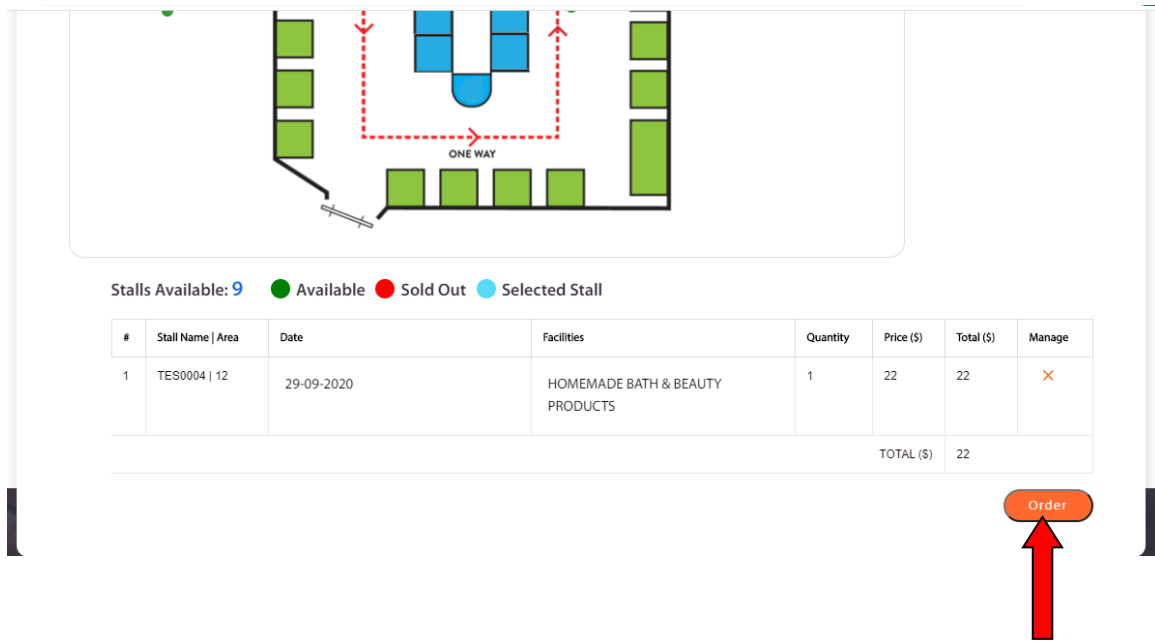

Step 6: Repeat Steps 1 to 5 for additional stall selections for different dates.

Note: For additional stalls on same dates, just click on the additional stalls after selecting the first stall. You need not select category and dates individually.

Step 7: At the bottom panel you will see the details of your booking order like stall name, area of the stall, date, the products you sell, number of stalls you ordered, and price. Proceed to Step 8 to confirm your stall bookings.

Step 8: **To confirm your stall bookings, Click *Order*.**