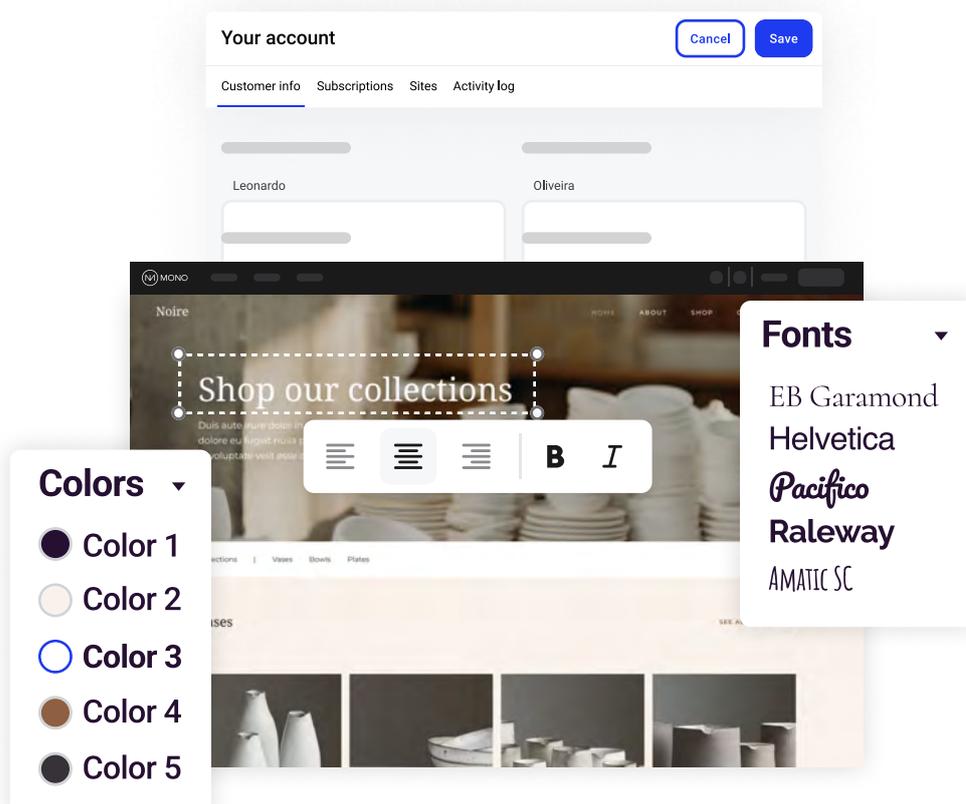


# Getting Started: Mono Demo

Our multi-site management tool for partners, known as the Reseller Admin Interface (RAI), is built to manage SME customers at scale, optimising and automating processes.

The fast, efficient and more intuitive Mono Editor is where best-in-class websites are built. All Mono products come together in the Mono Editor to make an all-in-one website creation experience.



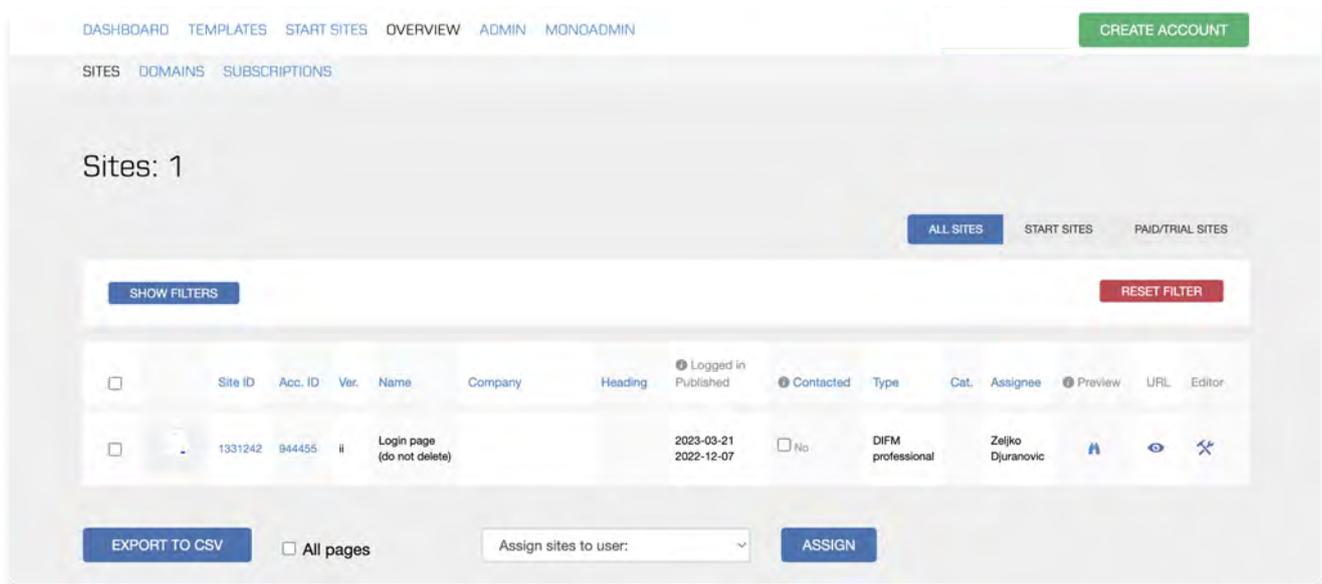


# RAI

## Getting started:

Use the login page link and enter the login credentials you have received over email.

## Reseller Admin Interface:



Once logged in, you are now in the Reseller Admin Interface (RAI).

In the Menu, click **Overview**. The Sites submenu should automatically appear, listing the sites already created. If not, click the **Site** tab.

### Login page:

Under your sites, you will see a login page. You can view the login page by hovering over the image, or clicking either the Preview or URL icons.

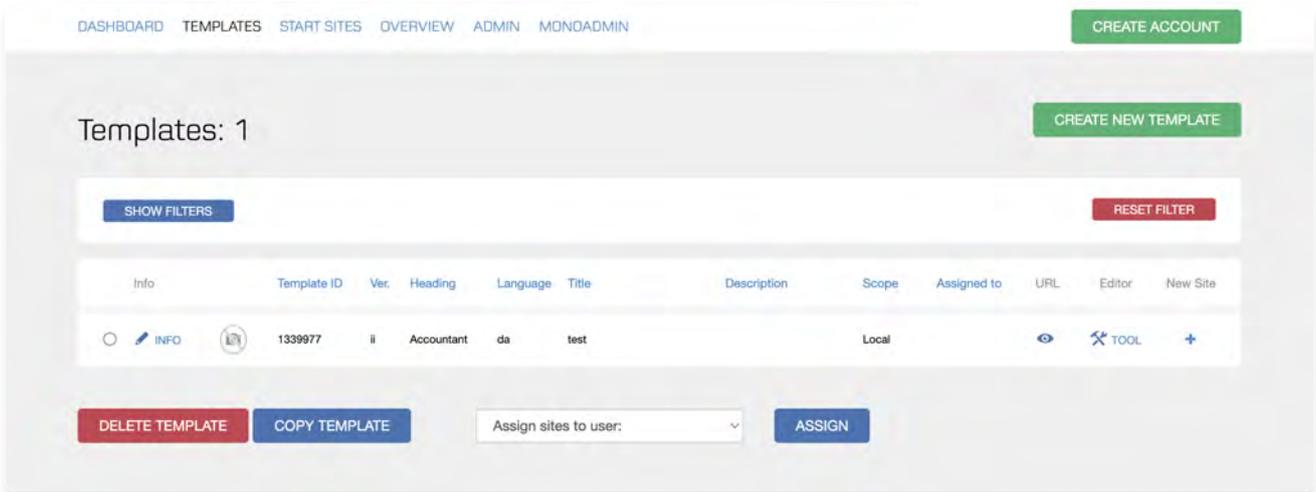
You can use this page as a login page for your customers. To edit, click the Editor icon. Add your company logo, brand colors, and additional information here.

See the Mono Editor section for more information on how to edit this login page.



# RAI

## The template library in Reseller Admin Interface



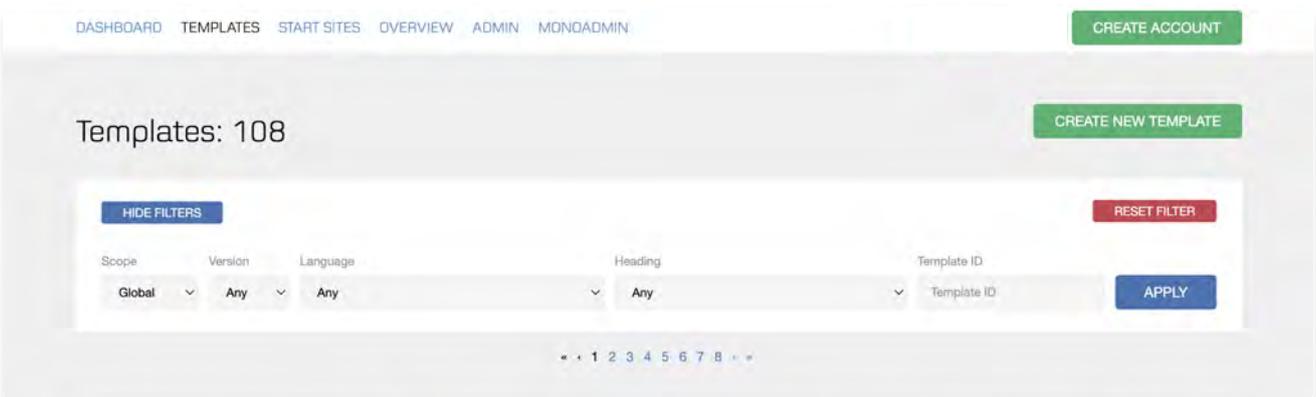
### Templates in RAI:

Templates are vital for optimizing workflows and minimizing time spent on design tasks before handing over a website to a customer.

Instead of starting from scratch each time a new site is being built, having a set of pre-constructed templates to choose from enables you to quickly generate an advanced starting point for the site.

You can choose to create your own templates or choose from Mono Templates.

In RAI, click **Templates** in the overhead menu to access Mono Templates. If very few templates are shown, or not at all, on the dashboard, click **Show Filters**. Under Scope, select **Global** or **All** and click **Apply**.



# RAI

## Adding a template to a site

Info	Template ID	Ver.	Heading	Language	Title	Description	Scope	Assigned to	URL	Editor	New Site
	1336045	ii	Schools	en	Kindergarten	Kindergarten / Children's daycare	Global				
	1336044	ii	Media, IT & Communication Services	en	Copywriter	Copywriter	Global				
	1335754	ii	Other	en	Clairvoyant & healer	Clairvoyant & healer	Global				
	1288903	ii	Media, IT & Communication Services	en	Illustrator	Illustrator	Global				
	1288886	ii	Other	en	Coming Soon - Product	Product	Global				
	1288874	ii	Other	en	Coming Soon - Service	Service	Global				
	1288863	ii	Other	en	Coming Soon - Agency	Agency	Global				

You can now view the many Mono Templates available for you to use. You can filter the templates based on language or business sector.

Hover over the image to get an enlarged view of the thumbnail or click the URL icon to preview the entire template.

As you are just starting out in RAI, we will focus on how to add templates to a new site. You can do this in one of two ways:

- In the **Template** tab, click the New Site icon of the template you would like to use
- In the overhead menu, click **Create Account** button.

For both options, a Create New Account pop-up will appear. However, the desired template will be automatically added under the Template method, but not the Create Account method.

### Using the New Site icon method:

Create a new account ✕

---

Name

Email \*

Username \*   
1-25 characters. Allowed characters include a-z (lowercase only), 0-9 and dash.

Password \*  GENERATE

Language

Add subscription

Start test subscription

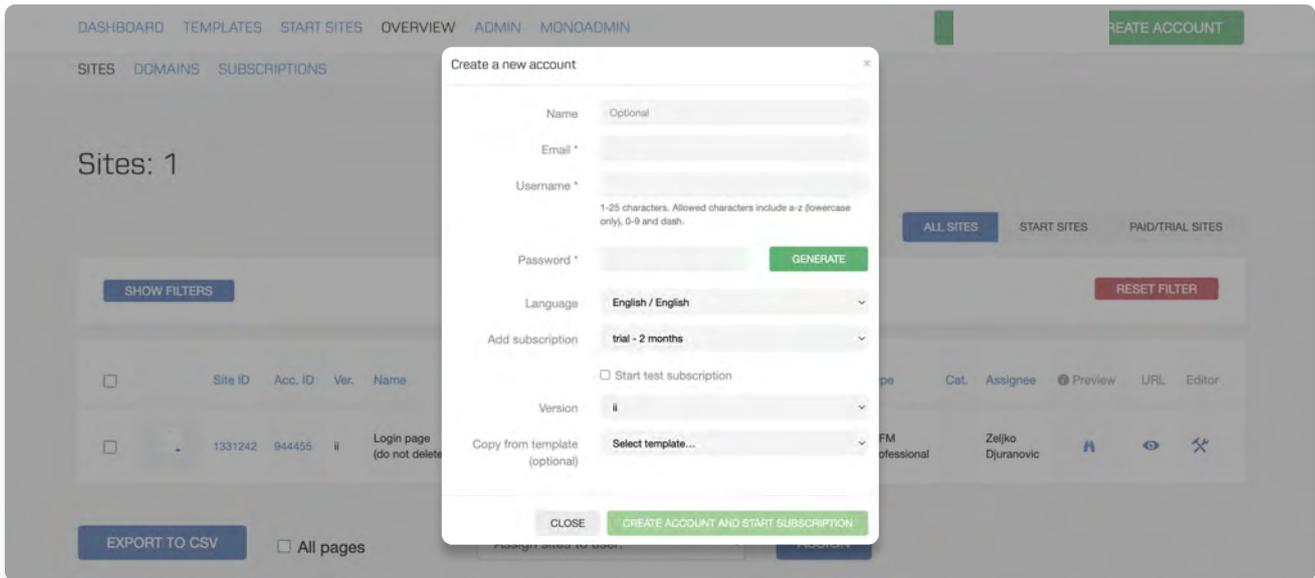
Version

Copy from template (optional)

CLOSE
CREATE ACCOUNT AND START SUBSCRIPTION



## Creating Accounts and Sites



### Site creation:

Another way to create a site (and add a template) is to click the **Create Account** button in the menu header.

A pop-up overlay will appear where you can fill out the following fields: Name, email, username, password, language, subscription type, version of the Mono Editor and the option to add a pre-create Mono template from the drop-down.

Note: If you add a template to a new site using this method, it is recommended that you know the template ID number of the template you would like to use, as there is no way of previewing the templates from the dropdown.

### Accounts vs. Sites

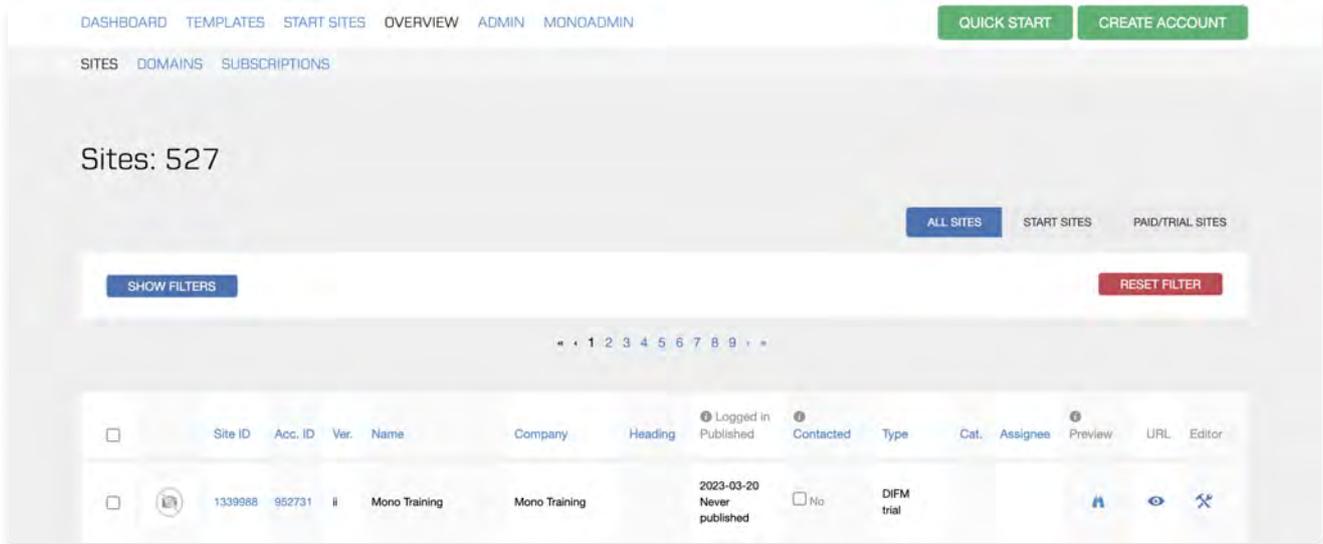
A quick note about the difference between accounts and sites.

In RAI, a "Site" means a website. An "Account" is a customer account where you store all the details about the customer who owns the site(s), for example their name, email, business information, etc.

Accounts are placeholders for sites. All sites must belong to an account - accounts and sites are always bound together. There may be several sites attached to one account.



## Accessing Mono Editor through the Reseller Admin Interface



### Ready, set, style:

Now that you have logged into RAI, found a template to use, and have created a new account (and site), you can get started with editing the site in Mono Editor.

Click the **Editor Icon** of the site you would like to update (i.e. login page or the newly created site) to access Mono Editor.

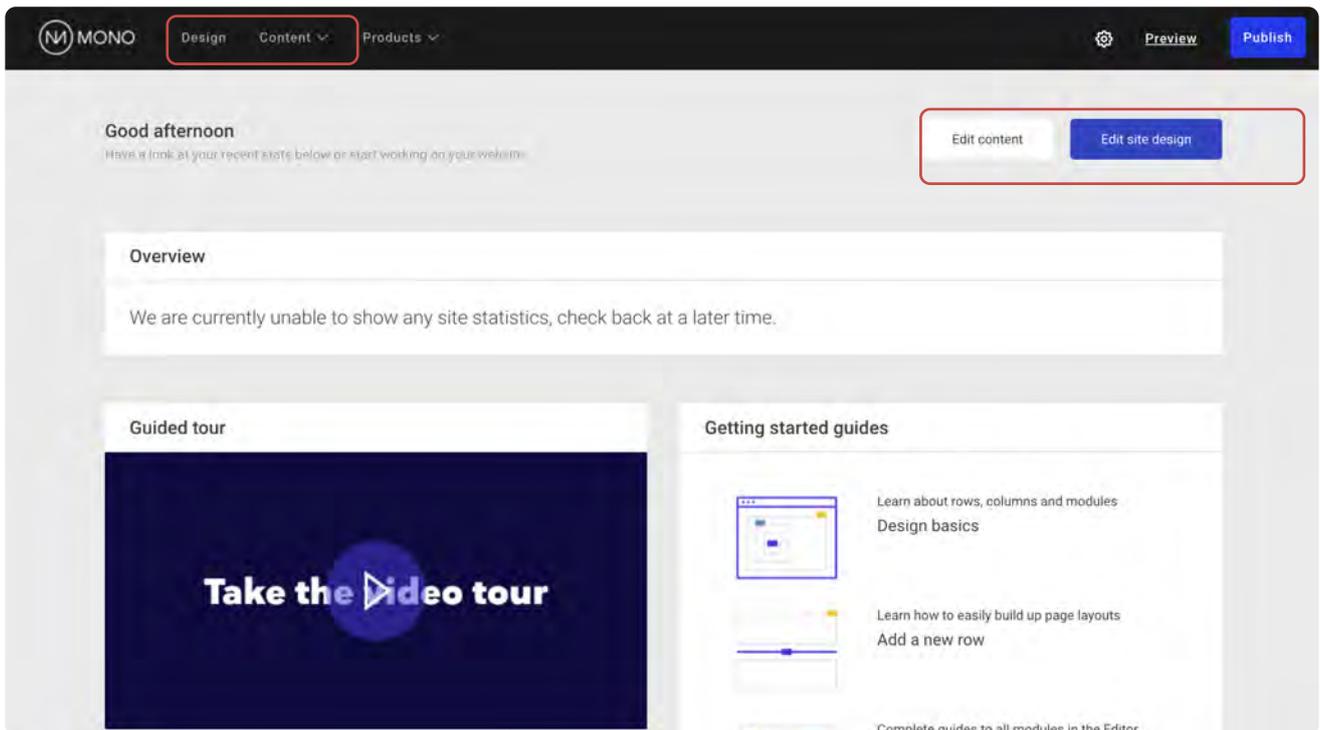
### Read more about RAI:

To get a more in-depth overview of our Reseller Admin Interface and what it has to offer, you can read more [here](#).

# MONO EDITOR



## Mono Editor:



The first thing you will see in the Mono Editor is the dashboard.

Note: You will see the Mono logo in the upper left-hand corner of the header menu. The Mono Editor itself is white label and you can have your logo here. However, this branding will only be done once you have signed up with us as a reseller partner.

### Helpful information in the Dashboard:

Here you can see site statistics, if available, and you can find a video guide, written start guides, as well as access to the help center.

The video guide gives a quick overview on how to add pages, add content rows to pages, how to edit columns and modules, how to edit for different viewports (desktop, tablet, mobile), and more.

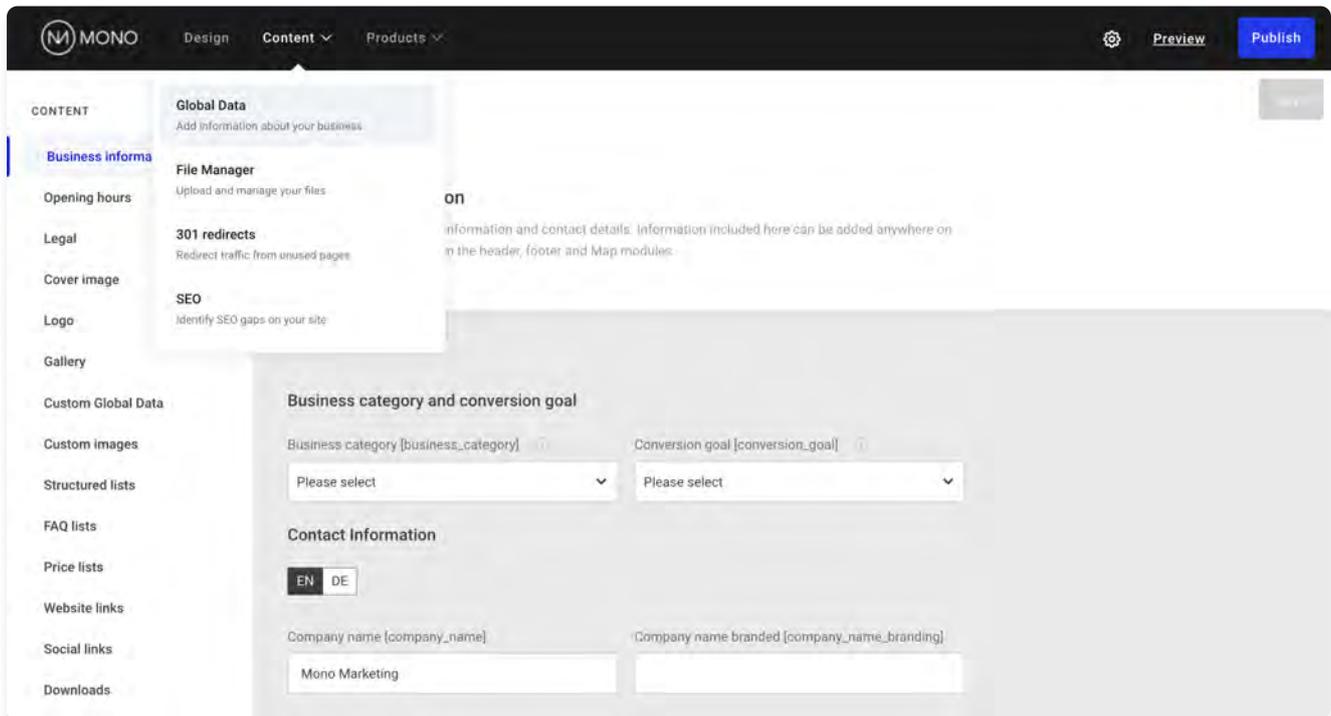
### Start editing the site:

You can choose whether you would like to edit the content or design of the site by either clicking the buttons in the dashboard or by clicking Design or Content in the header menu.

# MONO EDITOR



## Accessing Global Data



### Updating content with Global Data:

The Mono Editor is designed to make it simple and efficient for you to enter your business data in one, central place and point it out to all relevant modules on your website.

Global Data is where you can store all the essential details about your business, staff and services, for example your address, phone number, service lists, privacy policy, and much more.

You can find the **Global Data** for the site in the **Content** menu from the Editor's main navigation.

### So why is Global Data useful?

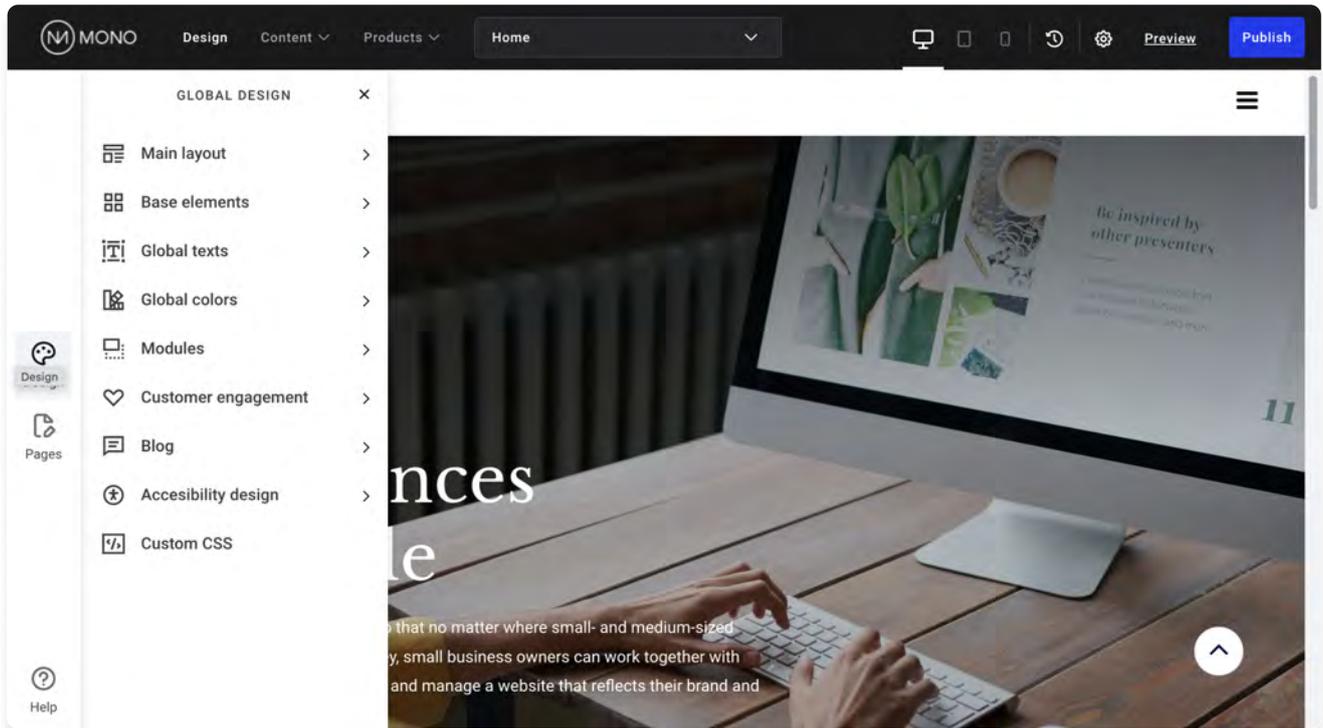
Well, imagine that your SMB customer has moved their business to a new address. You need to update this several places on the website (ex. footer, contact page, map module, etc.).

If the modules on the website are set up to sync with Global Data, the address will be updated across your entire website after you've updated the address in Global Data and clicked Publish. There's no need to click through all the different pages and update individually.



# MONO EDITOR

## Updating Global Design



### Updating the Global Design:

The Mono Editor is designed for you to style websites, create mock-ups for customers, and update the website design quickly and easily.

Global Design is often the first step in defining how the elements of the site should appear. In just a few steps, you are able to define global colors, text styles, modules, and more to fit the look and feel of the SMB brand.

You can access the many **Global Design** parameters by clicking **Design** in the left-hand menu.

### Why is Global Design helpful?

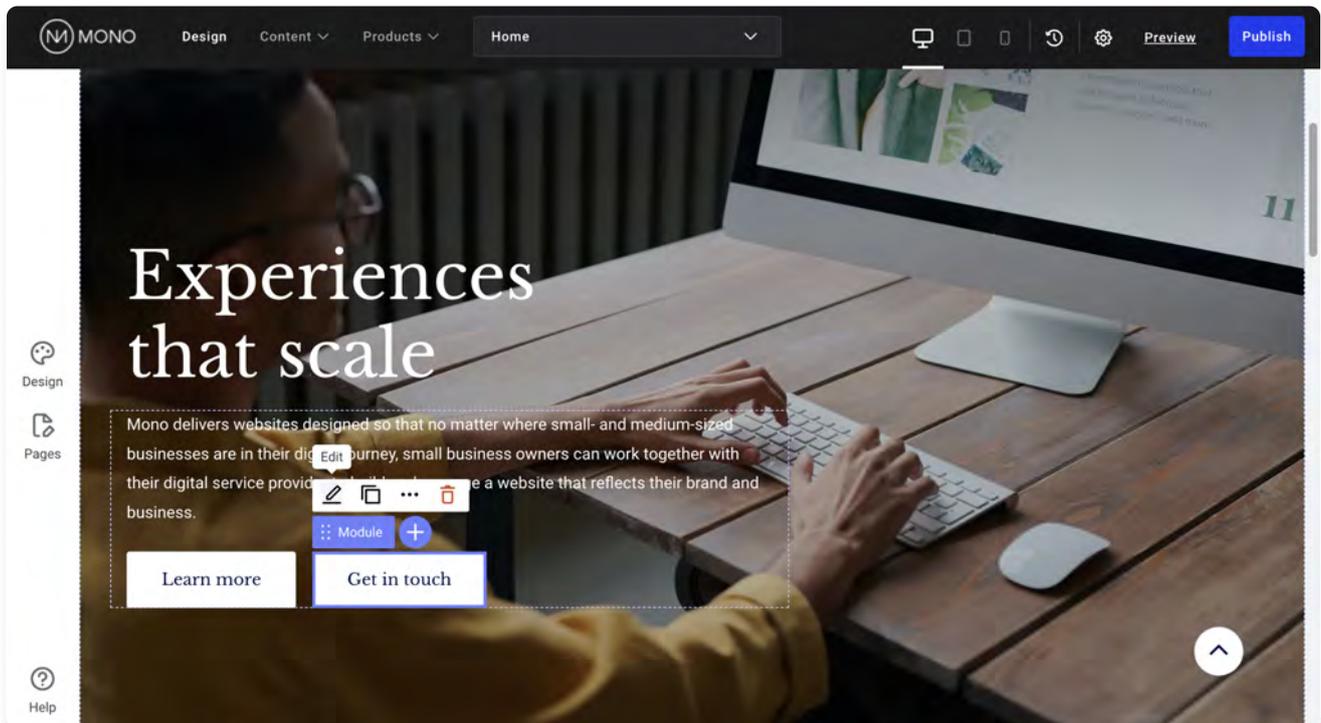
As a Mono partner, you will have access to our free library of templates designed to serve as a springboard for website design. Each template has been carefully designed to inherit global, or sitewide, design and data elements to provide consistency throughout the site.

This means that you only need to update these global design parameters once and then they are immediately applied sitewide.

But that’s not all, when you add new pages and content rows to your site, these also adopt the global design of the template you have chosen.

# MONO EDITOR

## Editing Local Content and Design



### Updating the Local Design:

Sometimes you need to differentiate one element from the styling it inherits from Global Design.

In these cases, the use of Local Design allows you to easily define specific styles for the one element and doing so will not impact the Global Design of all other like elements.

Local Design is edited on a per element basis. Hover over any module/column/row on your website and click the label. A menu appears where you can edit, duplicate, delete or access more options.

### Updating local content:

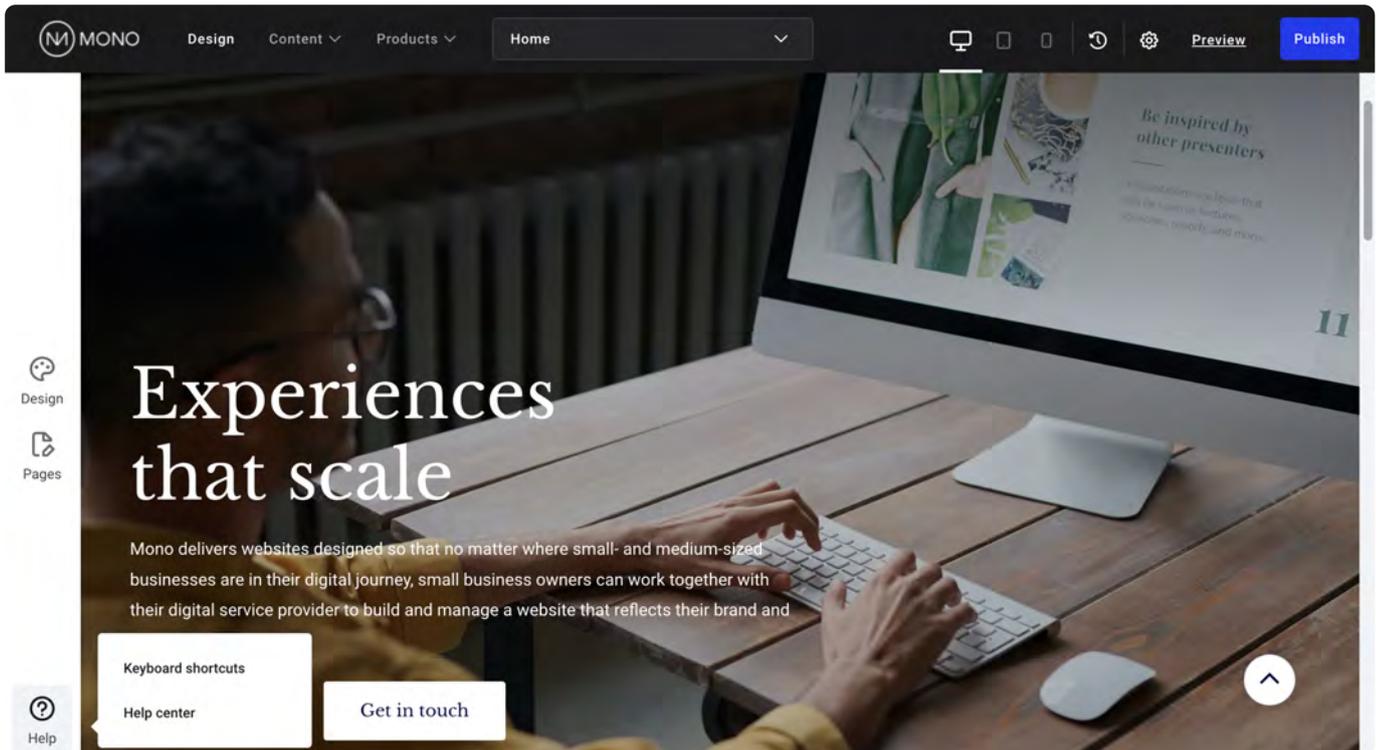
Think of local content/data as all the text, images, and other assets that are not stored under Global Data.

For example, local text content are the headlines, blurbs, value propositions, etc. throughout the website.

Double click on the text modules to update the text.

# GET STARTED

Find help along the way



## Try it yourself:

- Use the login link and credentials provided via email to log into Reseller Admin Interface
  - Find a Mono template to add to a site
  - Create an account (and site)
  - Update the global design (text and colors) of the template to match a customer's brand
  - Update the local design of a call-to-action button to make it stand out from the rest
- Try updating

## Help at your fingertips

With Mono Help Center, find step-by-step guides on how to use Mono platforms, products, templates and APIs.

- Articles and user guides to help you get familiar with Mono Platforms and Products
- Reseller partner and developer information
- Guides to adding and managing domains, SSLs and emails
- Monitor System status