



# PLATFORM USER GUIDE

## Stylist Flow / User Journey

### 1. Signup:

1. Users Can Sign Up As Stylists By Filling Out The Form On The Link Below  
<https://mobile-salone-dashboard.vercel.app/stylist-signup>

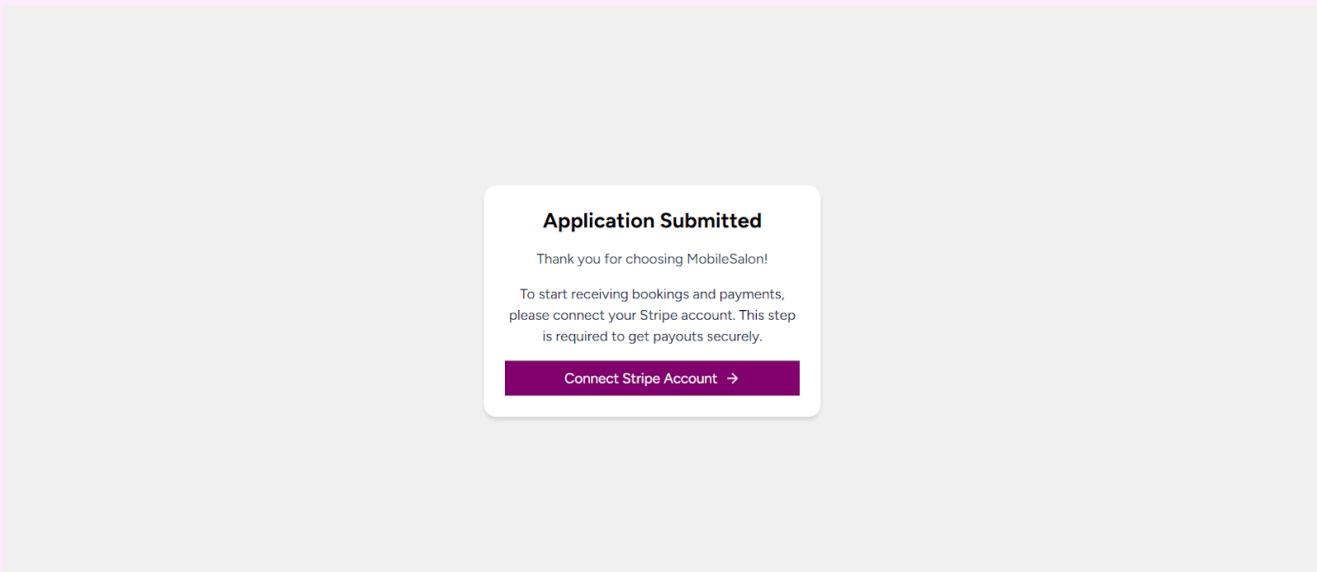
**Note:** In This Form, Stylists Have The Option To Provide Their Social Media Username Or Profile Link, Or They Can Upload 10 Images As Proof Of Their Work.

Join Us as a **Stylist/Provider!**

Complete the application below to be reviewed and approved.

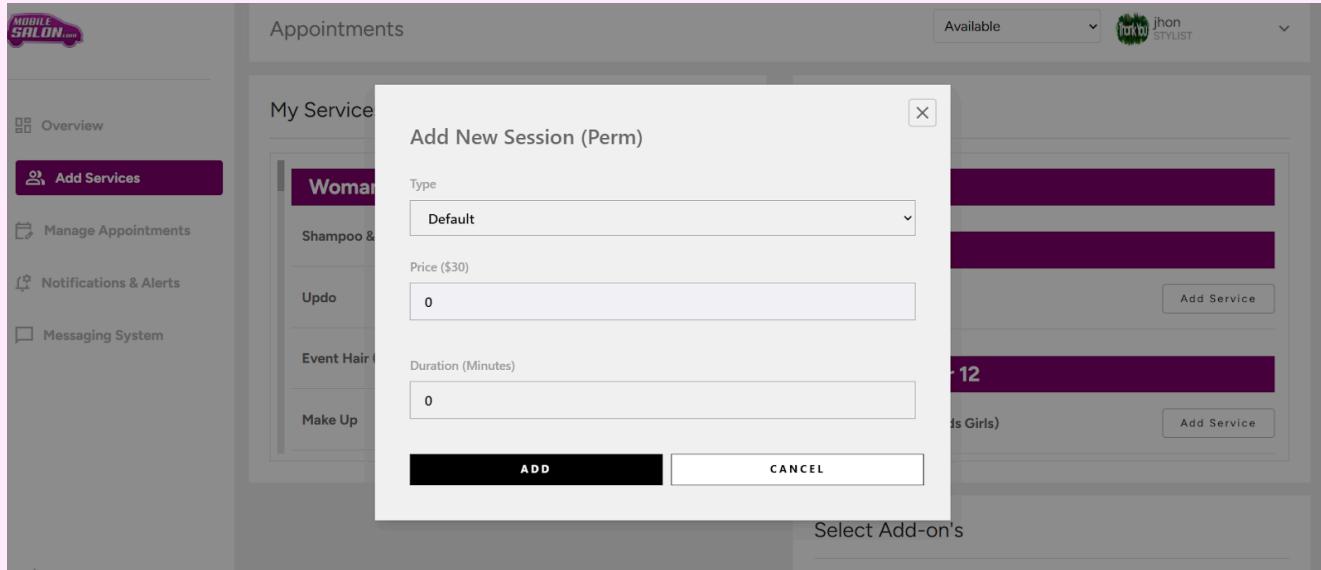
|  |                                    |
|--|------------------------------------|
| Full Name                                  | Best Phone #                       |
| <input type="text"/>                       | <input type="text"/>               |
| Email                                      | Emergency Contact Name AND Phone # |
| <input type="text"/>                       | <input type="text"/>               |
| Street Address                             | City                               |
| <input type="text" value="Enter address"/> | <input type="text"/>               |
| State                                      | Zip Code                           |
| <input type="text" value="Select State"/>  | <input type="text"/>               |

2. After Filling Out This Form, An Email Will Be Sent To The Provided Email Address With A Link To Verify The Account.
3. After Email Verification, The Stylist Must Connect Their Bank Account For Payouts Via Stripe By Clicking The Button And Completing All Required Information.



4. The Stylist Must Now Wait For The Admin's Approval. The Stylist Will Receive An Email Notification About Their Account Status Once It Is Approved Or Rejected By The Admin.
5. After Connecting The Bank Account, The Stylist Must Add Their Services On This Screen.

6. Stylists Can Add Multiple Services And Add-Ons, And They Have The Option To Either Use Admin-Defined Prices For A Specific Service Or Set Their Own Prices.



7. Once All The Above Steps Are Completed, The Stylist Will Be Able To Receive New Appointments From Nearby Customers.

## 2. Confirming Or Rejecting Appointments:

1. Stylists Will Receive New Appointment Notifications, Or They Can Visit The Link Below To View Their Appointments. <https://mobile-salone-dashboard.vercel.app/appointmentsManagement>
2. Stylists Can View The Appointment Details And Then Accept Or Reject The Appointment From The Appointment Detail Page.

### On Confirmation:

1. Upon Confirmation, The Stylist Will Have The Option To Request An OTP To Complete The Appointment.
2. The OTP Will Be Sent To The Customer's Email.
3. After Entering The OTP, The Stylist Can Add Images As Proof Of Work. Once Submitted, The Appointment Will Be Marked As Complete.
4. The Stylist Will Receive The Payout One Week After The Appointment Is Completed, Directly To Their Bank Account.

**Note:** After Completing Their First Appointment, The Stylist Must Submit The W9 Form And Agreement. Until These Are Submitted, They Will Not Be Able To Receive New Appointments Or Payouts.

### On Rejection:

1. After A Rejection, The Stylist Has The Option To Chat With The Customer To Reschedule The Appointment.

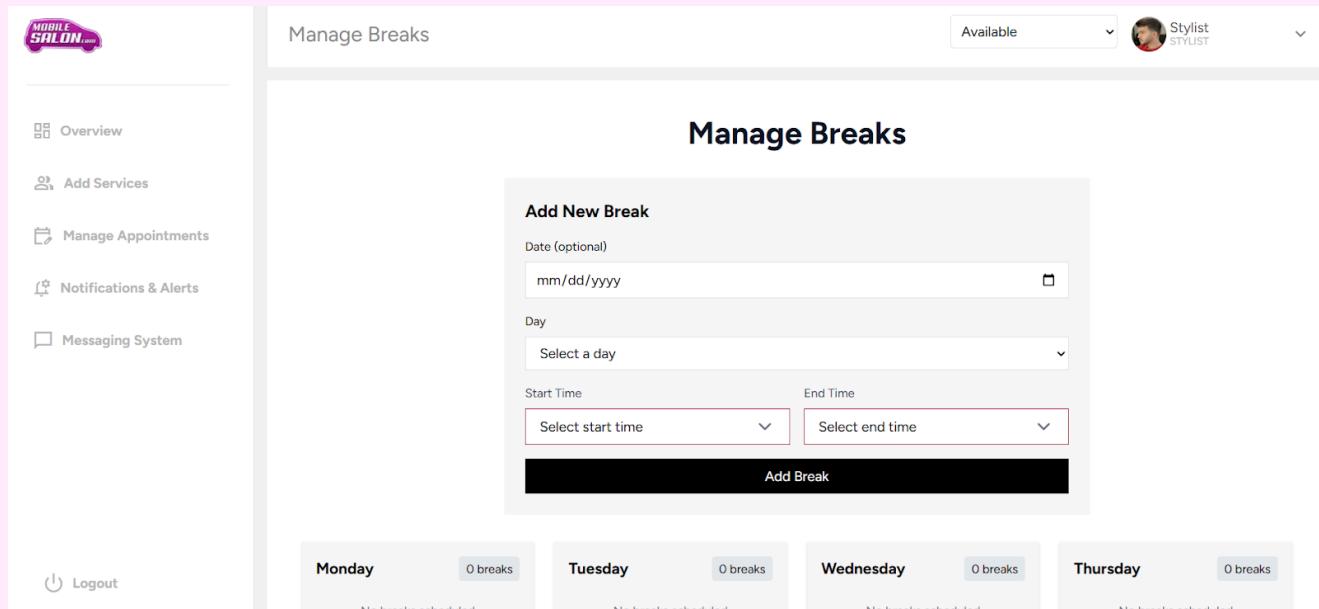
### 3. Adding Breaks

Stylists Have The Option To Add Breaks From The Link Below

<https://mobile-salone-dashboard.vercel.app/add-break>

They Can Add Recurring Breaks (E.G., Every Friday From 2 PM To 3 PM) Or Breaks On Specific Dates, During Which They Will Not Receive Any New Appointments.

Stylists Can Also Mark Themselves As Unavailable For Any Duration Using The Top Bar Of The Dashboard.



## FOR ANY QUERY CONTACT US

Email: [Info@mobilesalon.com](mailto:Info@mobilesalon.com)

Call Now: **1-855-561-4248**