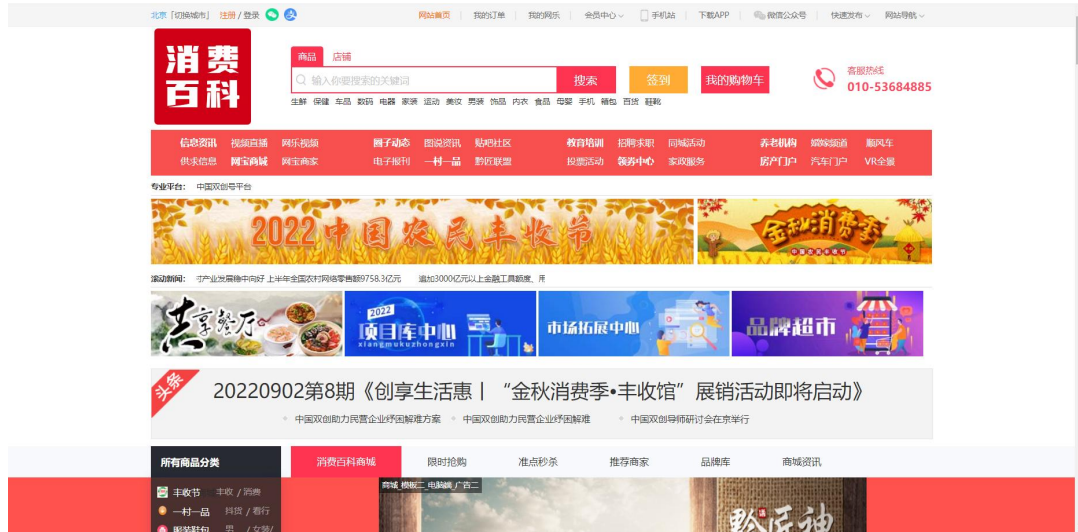


商家后台操作流程

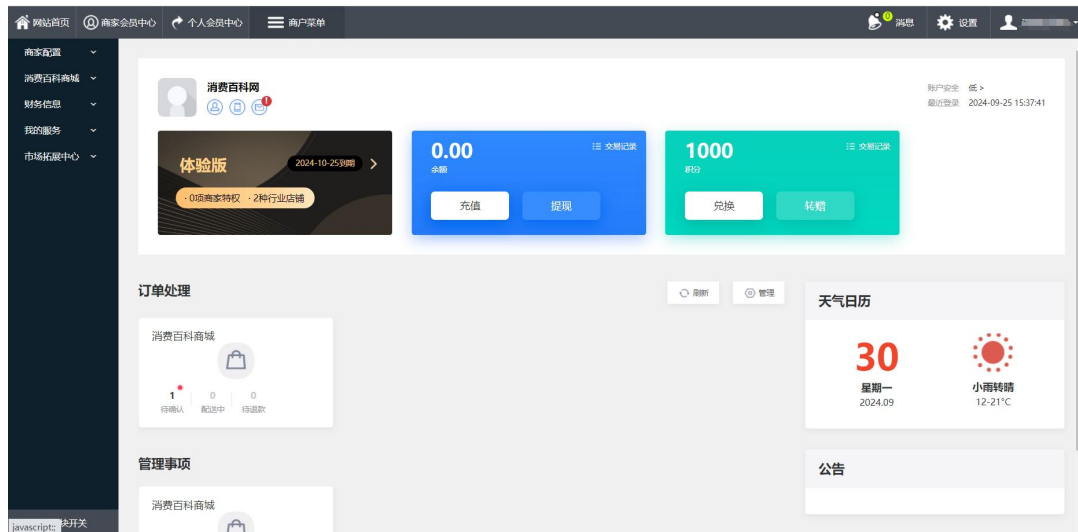
1、消费百科网地址：<https://xiaofeibk.com/>，任一浏览器打开。



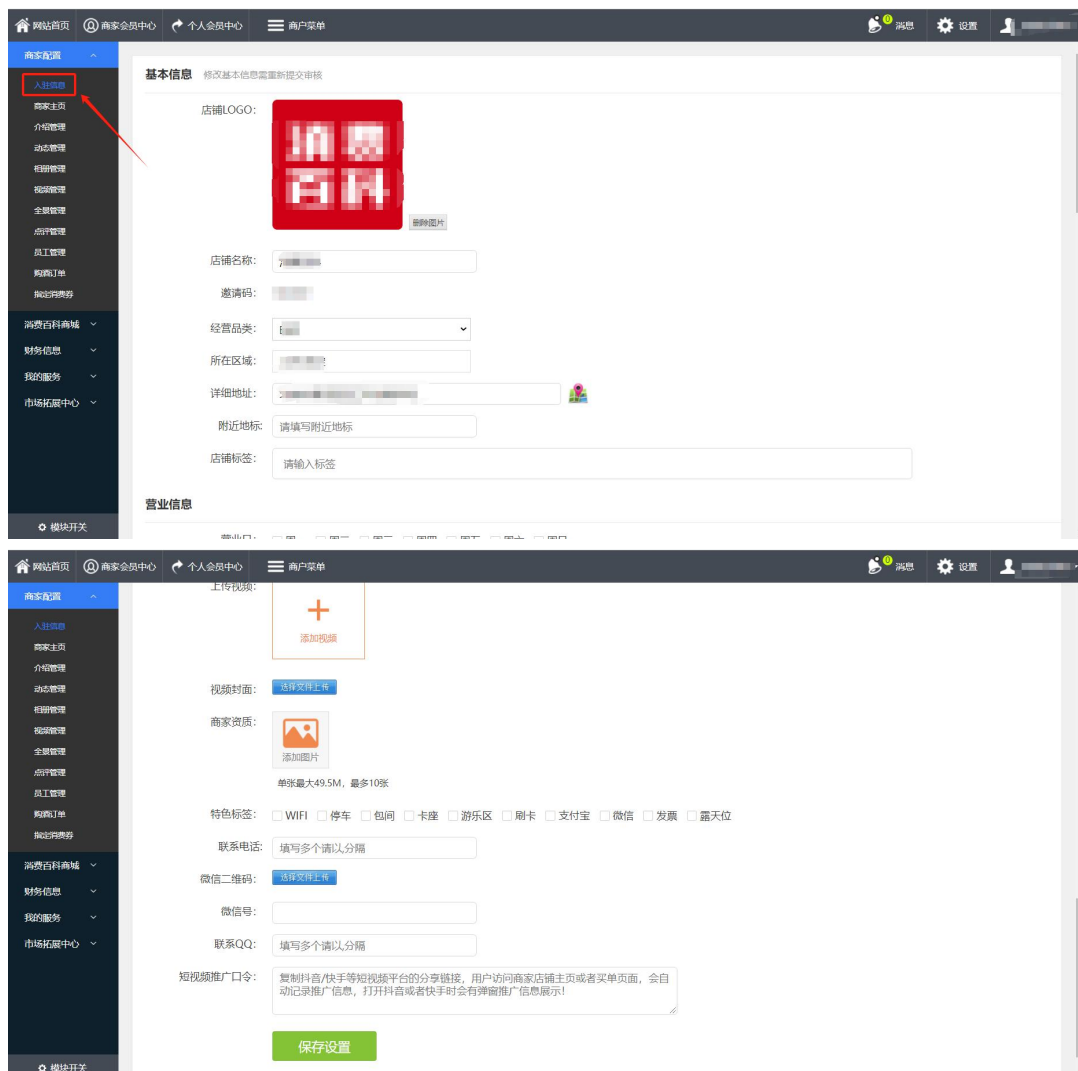
2、登录账号后，点击用户名进入“商家会员中心”。



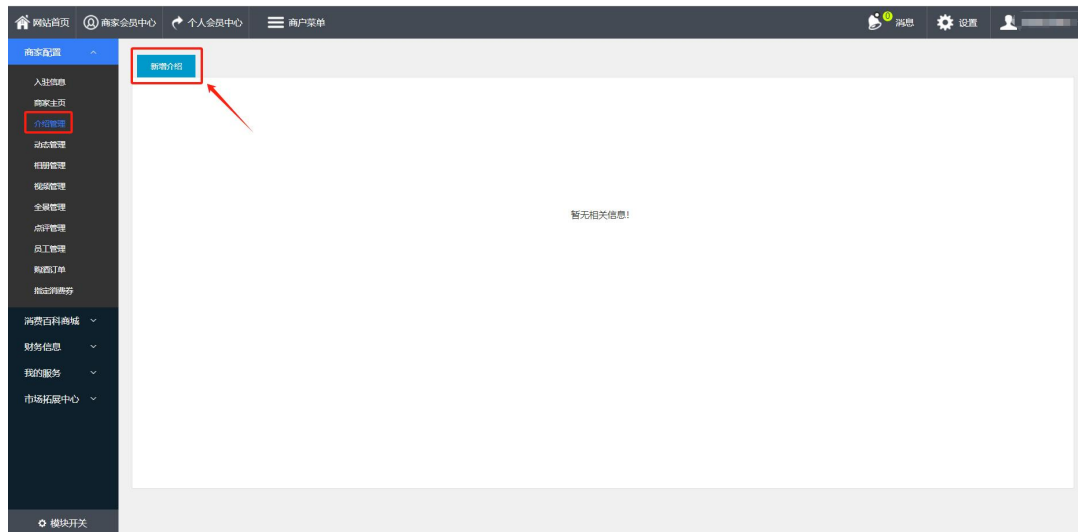
3、进入“商家会员中心”页面首页。



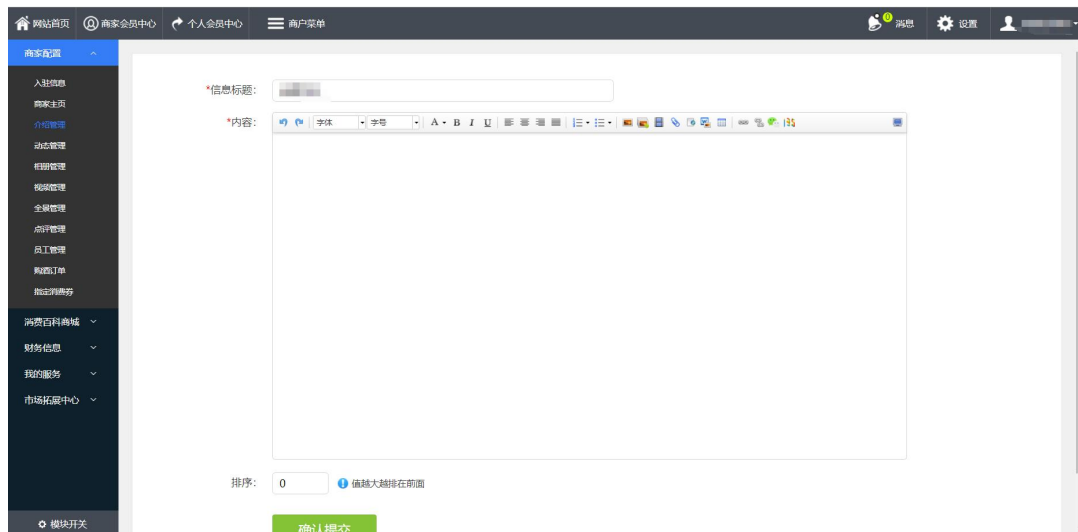
4、点击“商家配置”进入“入驻信息”，根据页面展示的信息进行填写完善，点击“保存设置”提交信息，等待平台审核。



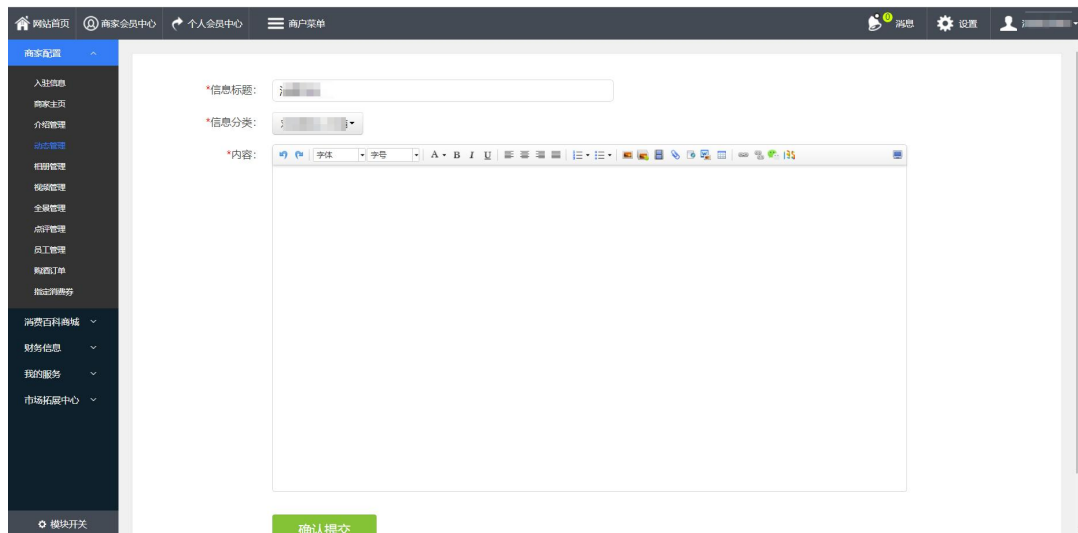
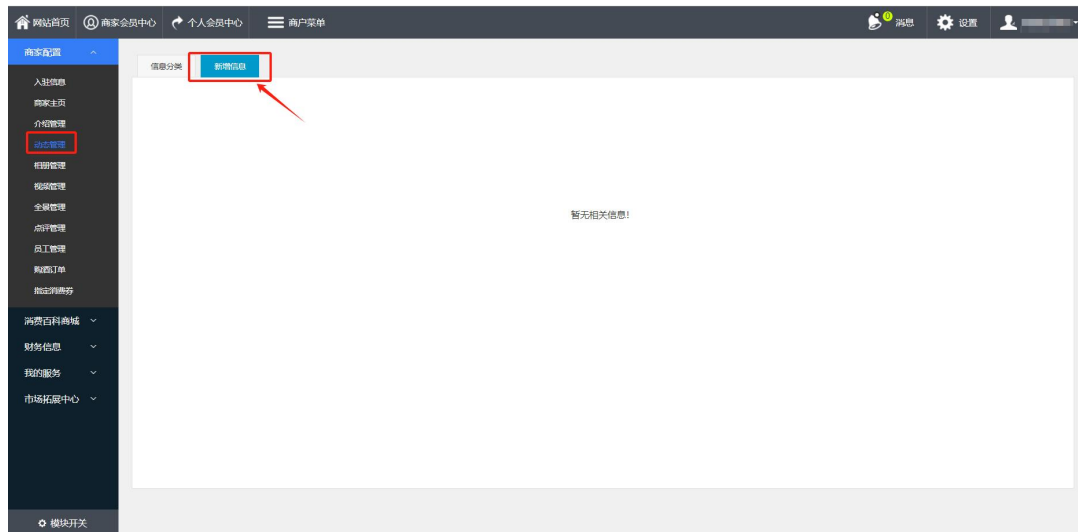
5、平台审核成功后，进行“商家配置”。



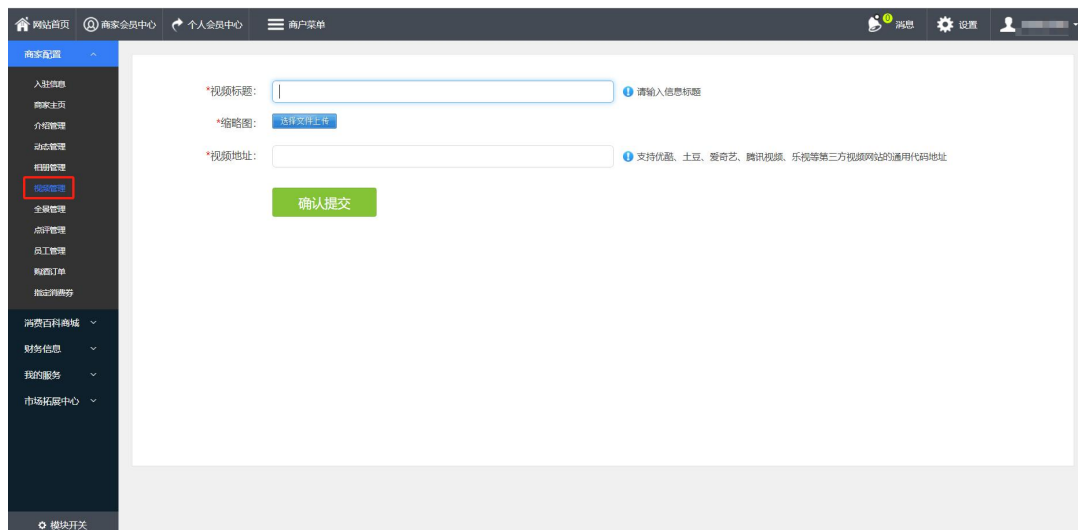
介绍管理-添加店铺介绍:



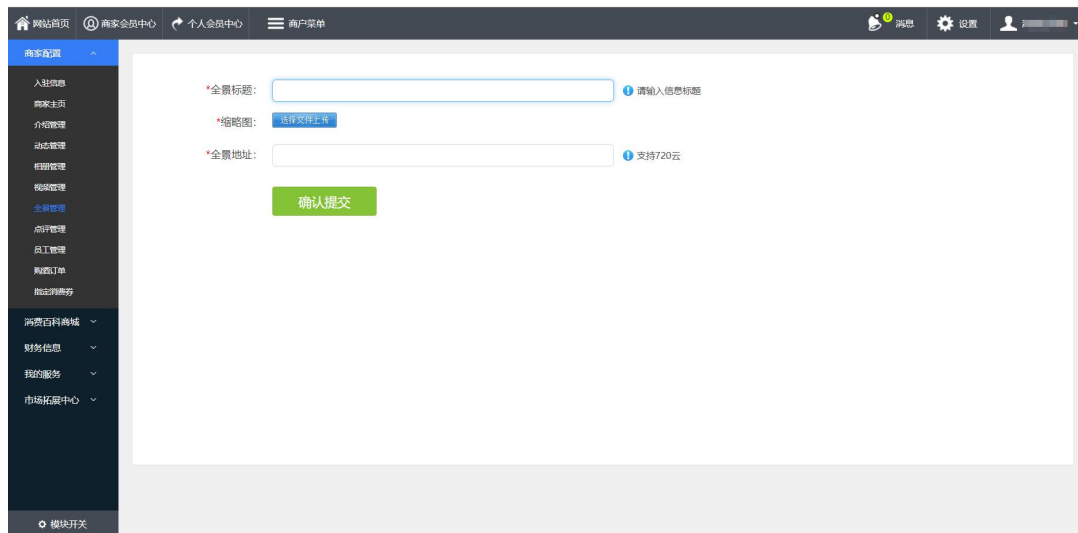
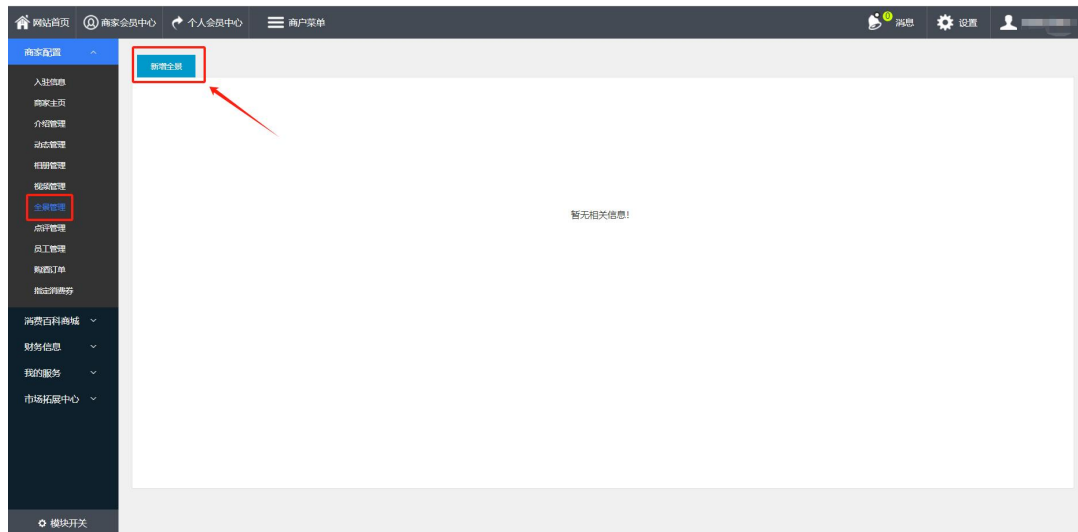
动态管理-添加店铺中实时动态信息:



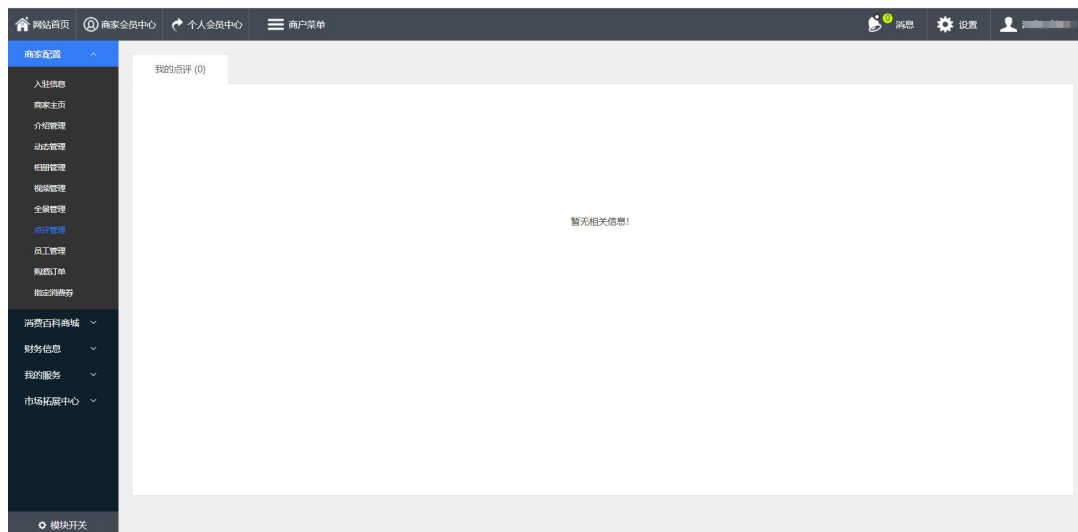
视频管理-添加店铺视频:



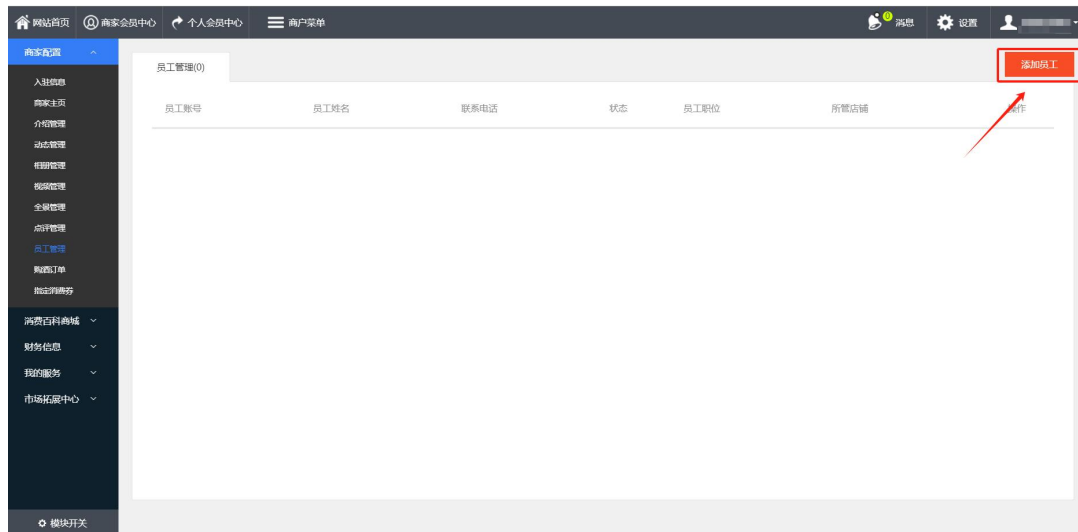
全景管理-添加线下店铺全景照片：



点评管理-查看用户的评价可回复/删除：



员工管理-添加员工账号以便员工管理后台：

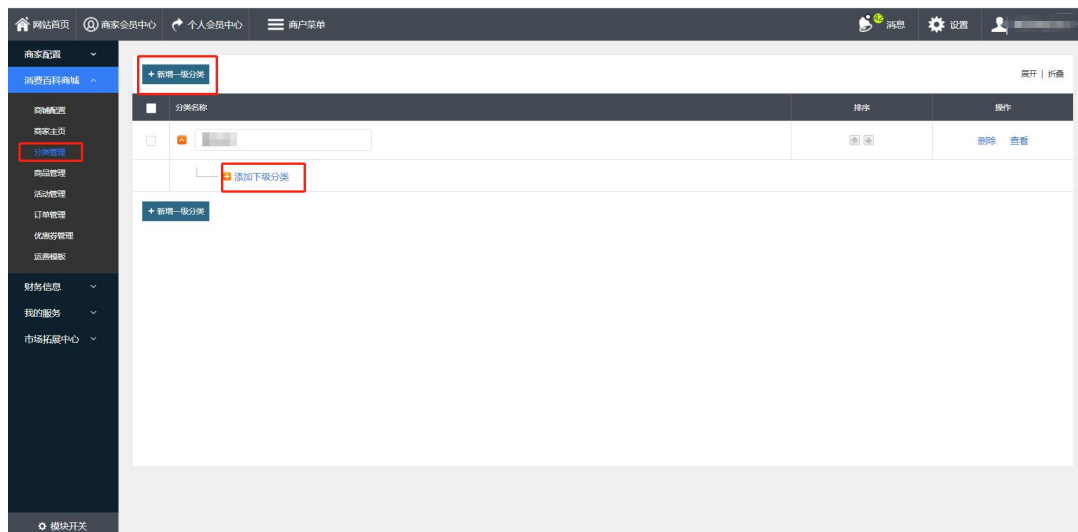


6、消费百科商城”配置流程

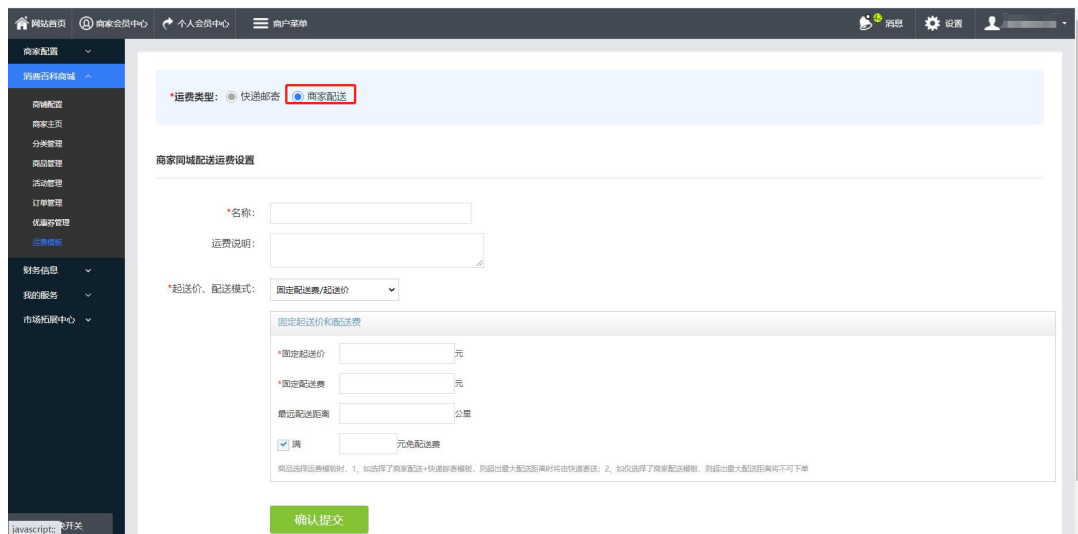
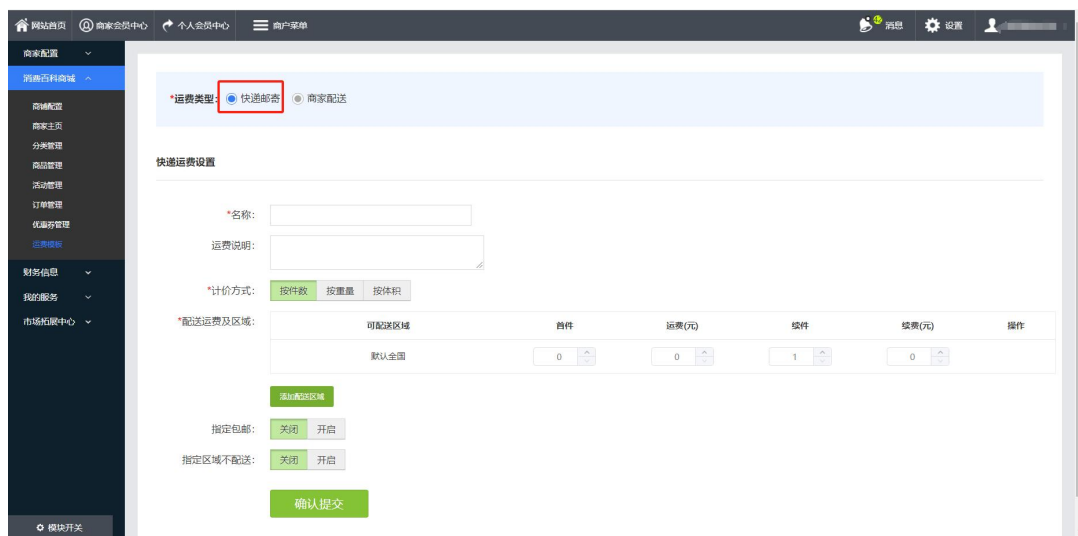
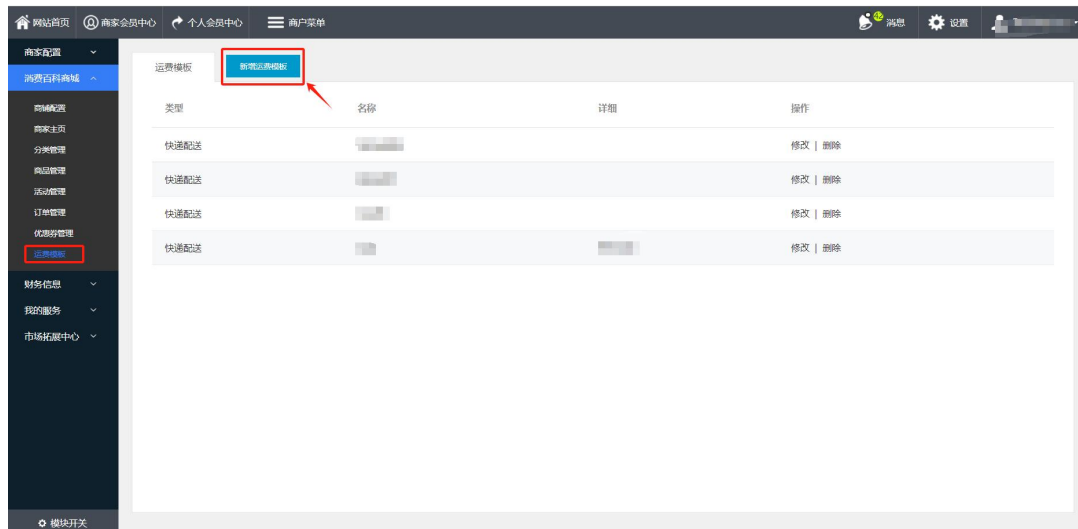
“商铺配置”-根据页面内容填写对应资料-保存设置提交平台，平台进行审核后才可配置商品。



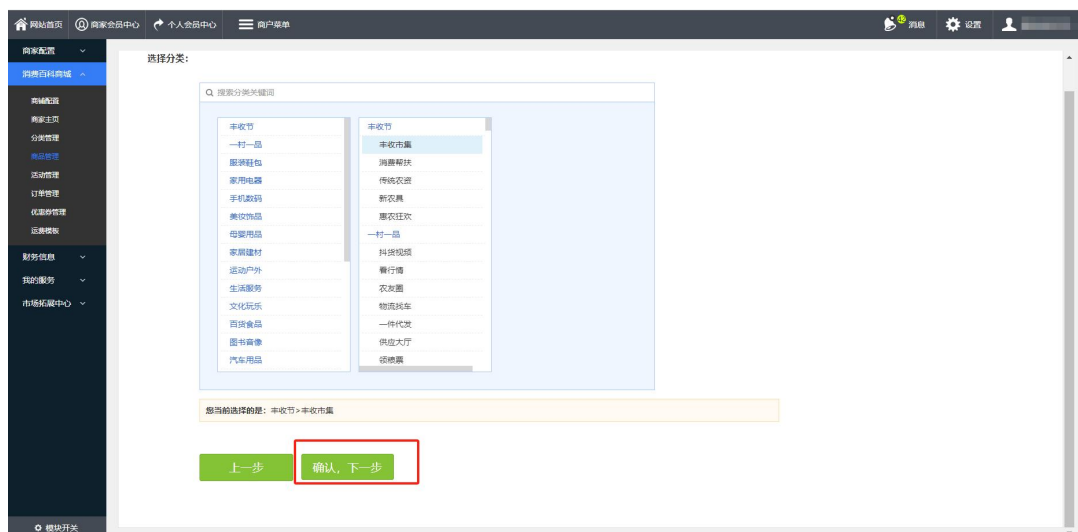
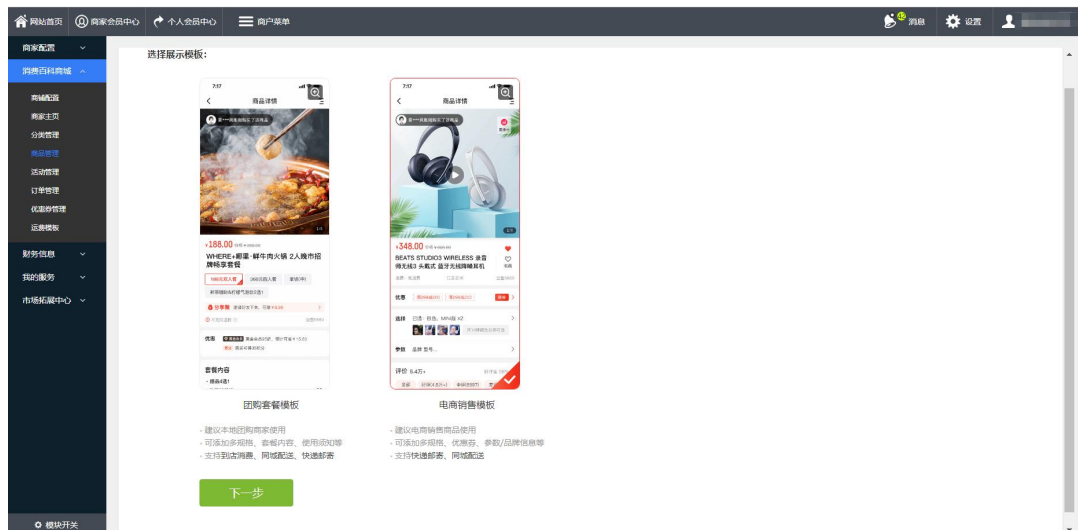
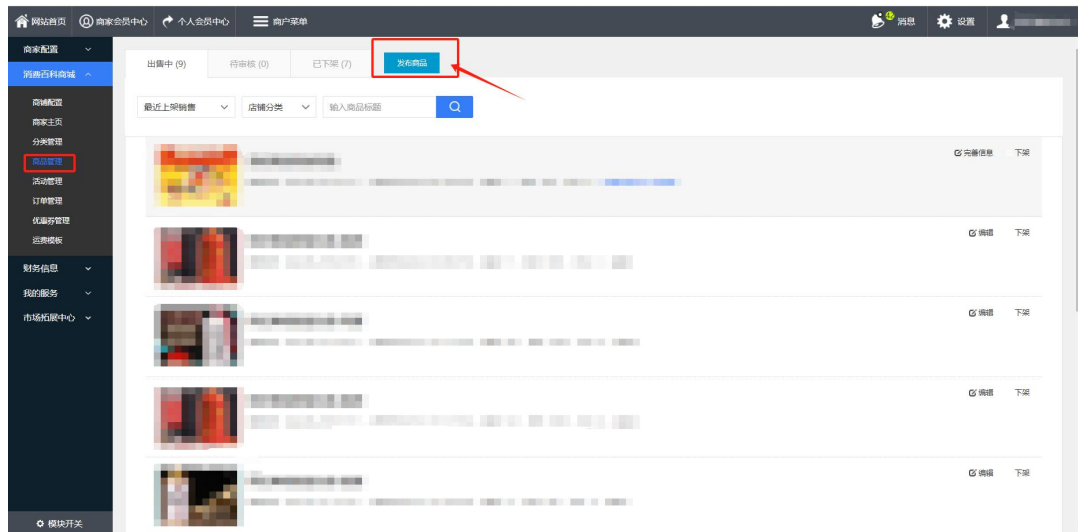
“分类管理”-根据需添加的商品进行产品分类设置：

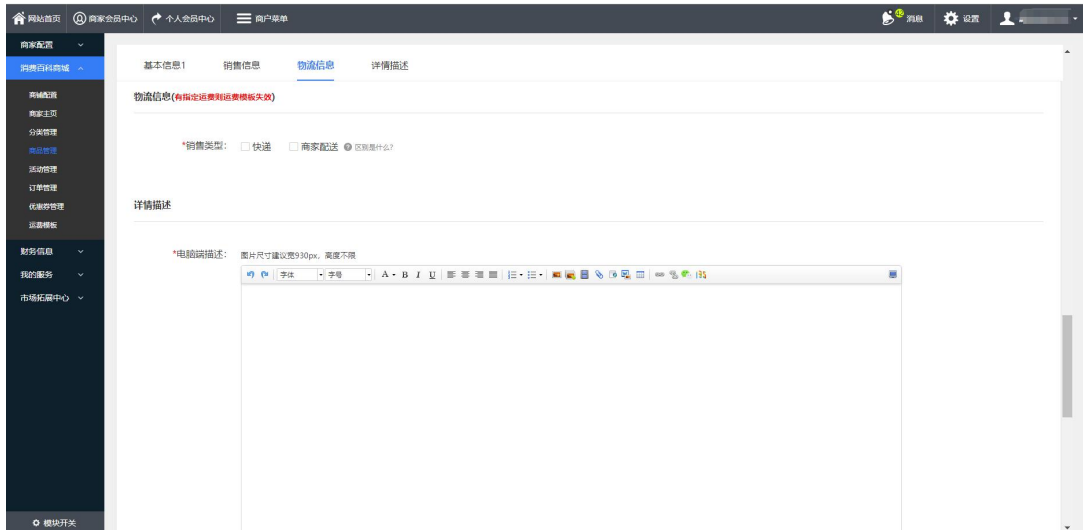
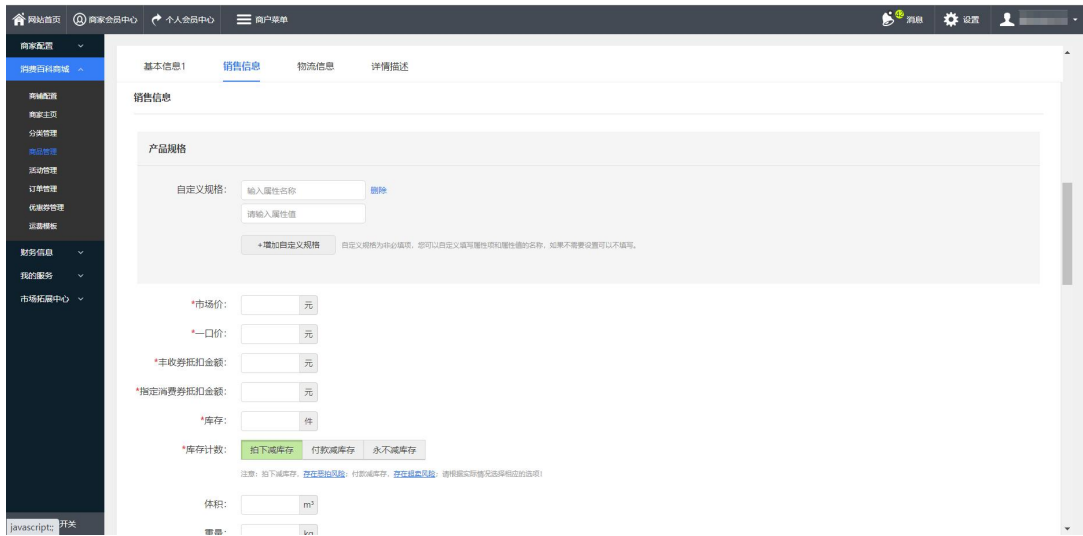
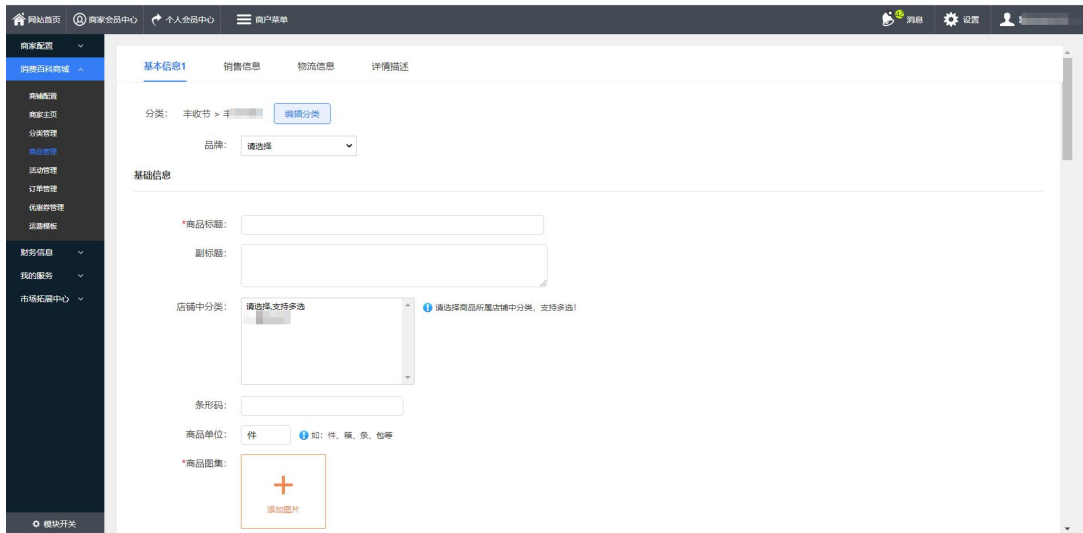


“运费模板”-根据需上架的商品设置相应的运费模板：



“商品管理”-添加商品对应信息“发布销售”平台进行审核后即可
上架:

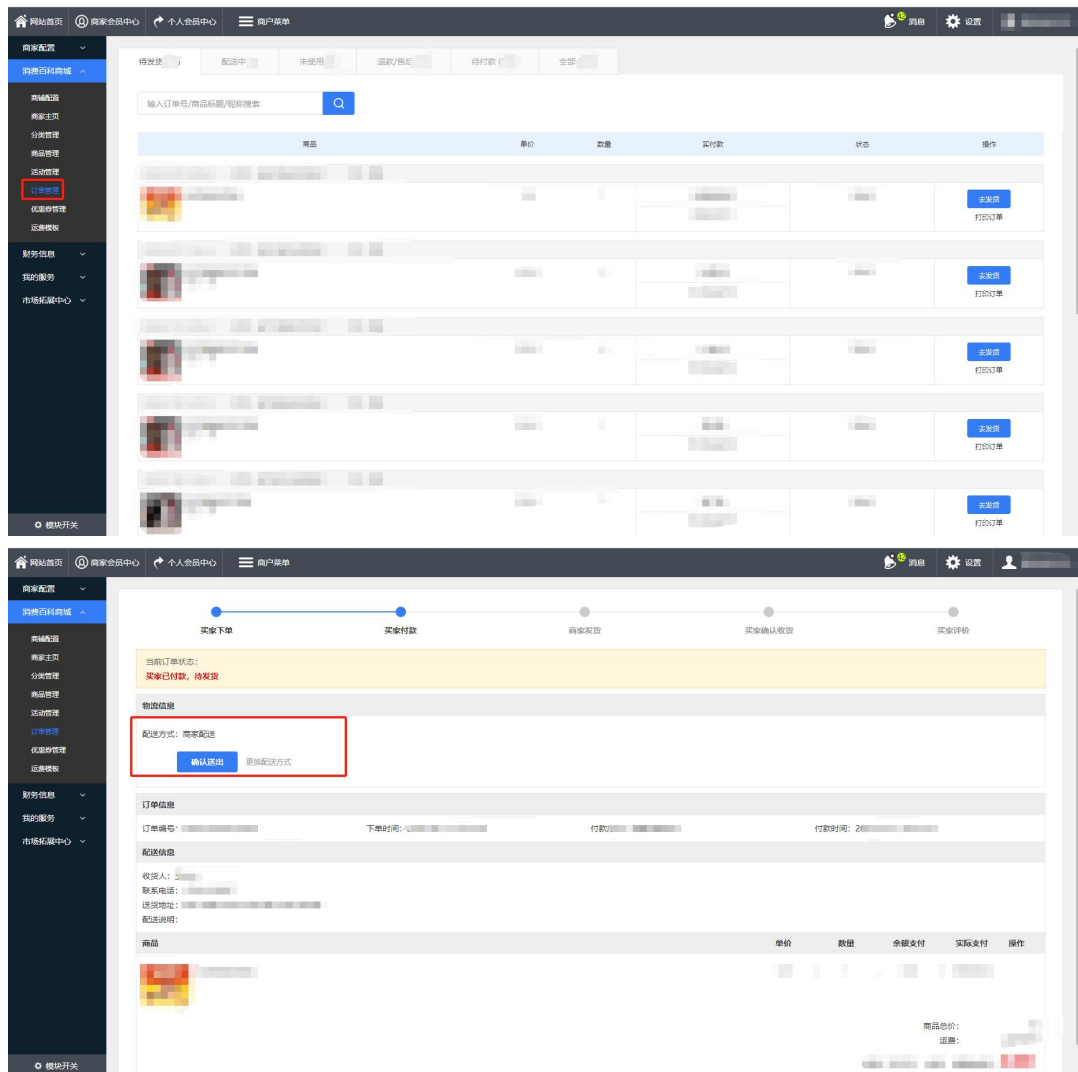


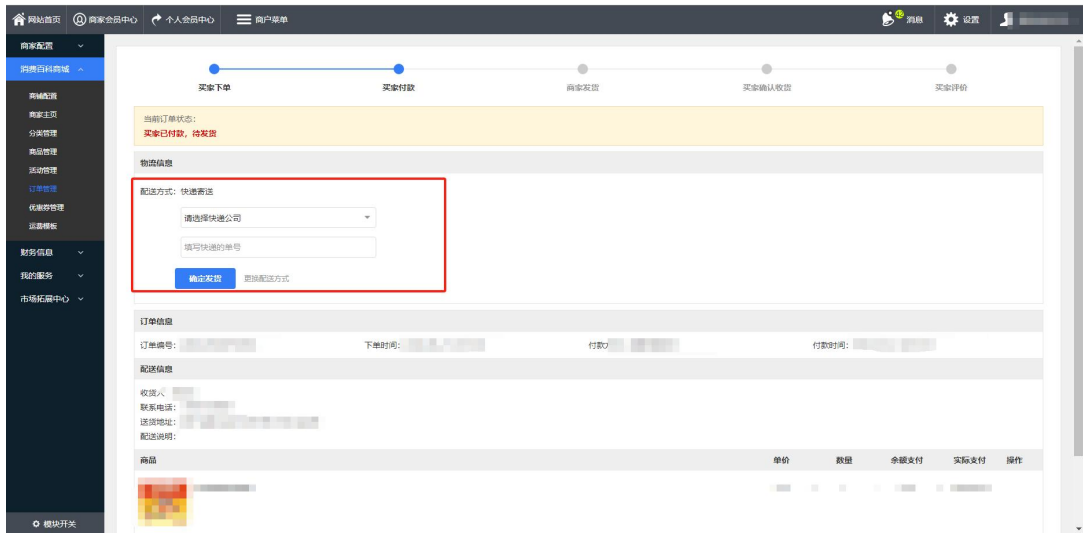


“活动管理”-根据节假日/店铺活动等创建相应商品的活动发布信息：

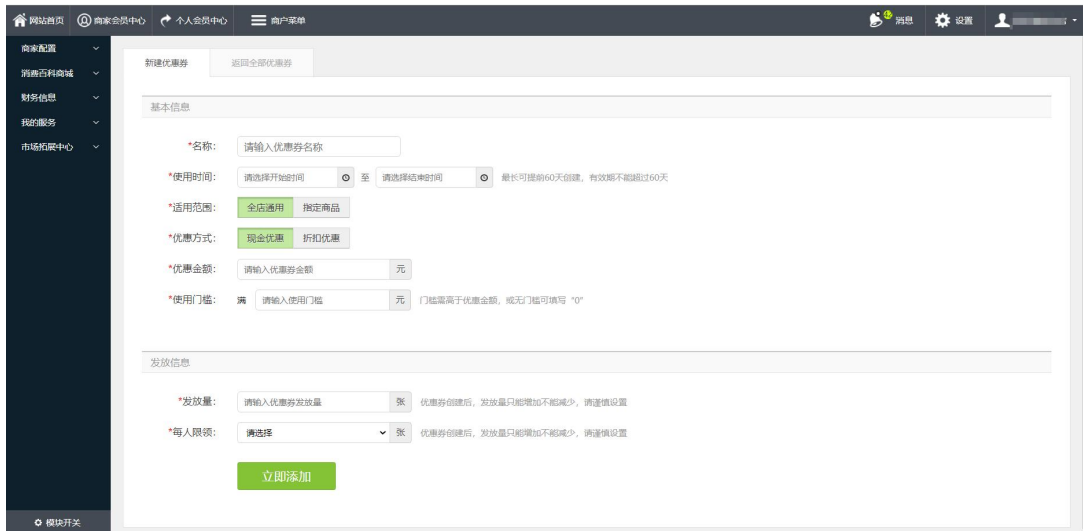
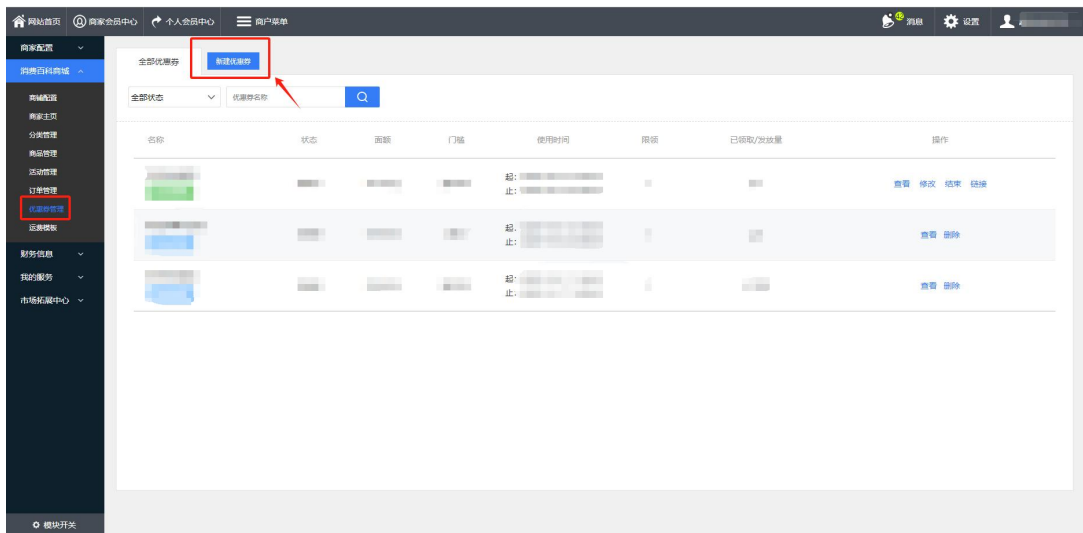


“订单管理”-查看店铺用户购订单-“去发货”-填写信息进行发货：





“优惠券管理”-根据店铺商品或活动配置相应的优惠券：



“财务信息” - “账户充值”:

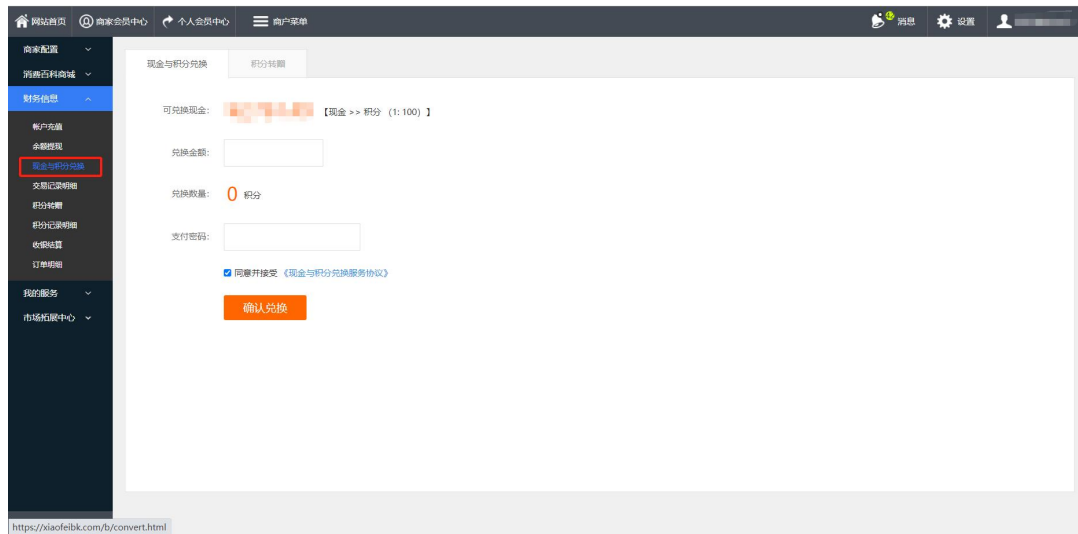
The screenshot shows the 'Account Recharge' (账户充值) page. The left sidebar has 'Account Recharge' (账户充值) highlighted. The main content area has three tabs: 'Account Recharge' (账户充值), 'Balance Withdrawal' (余额提现), and 'Withdrawal Record' (提现记录). The 'Account Recharge' tab is active, showing a recharge amount input field with a green checkmark, a confirmation amount field with two orange squares, and a 'Confirm Payment' (确认支付) button.

“余额提现” - 申请账户余额提现:

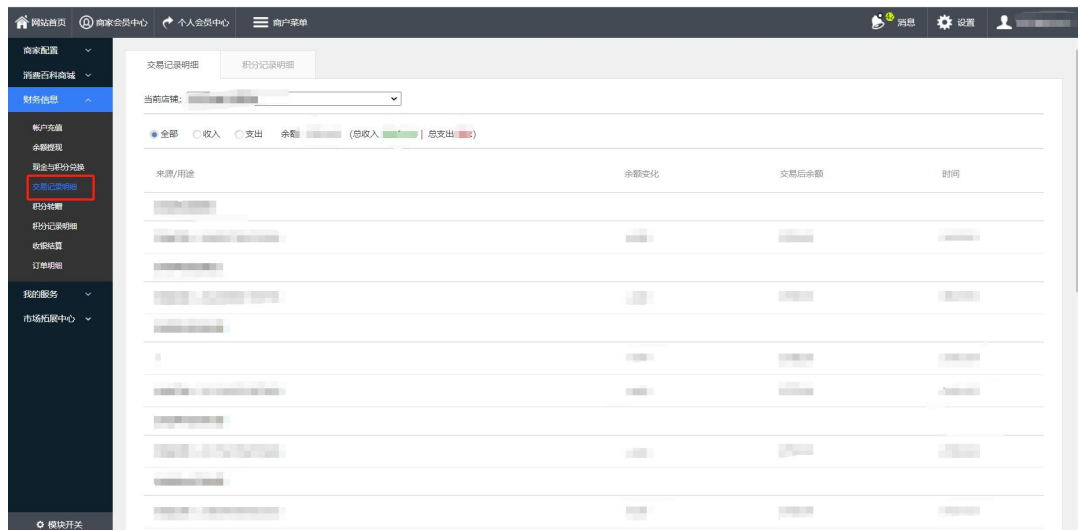
The screenshot shows the 'Balance Withdrawal' (余额提现) page. The left sidebar has 'Balance Withdrawal' (余额提现) highlighted. The main content area has three tabs: 'Account Recharge' (账户充值), 'Balance Withdrawal' (余额提现), and 'Withdrawal Record' (提现记录). The 'Balance Withdrawal' tab is active, showing a 'Withdrawable Amount' (可提现金额) field with two orange squares, a 'Withdrawal Method' (提现到) dropdown set to 'Alipay' (支付宝), a 'Receiver Account Number' (收款人账号) field with a 'History Record' (历史记录) link, a 'Receiver Name' (收款人姓名) field, and a 'Withdrawal Amount' (提现金额) field. There is a checked checkbox for 'I agree and accept' (同意并接受) with a link to 'Consumer Withdrawal Service Agreement' (消费百科提现服务协议). A 'Apply Withdrawal' (申请提现) button is at the bottom. Below the button are three terms and conditions:

1. 单笔提现最小金额为200元;
2. 用户每天最多可申请提现5次 (若有连续提现失败情况以当天为准);
3. 所有提现两个工作日内到账;

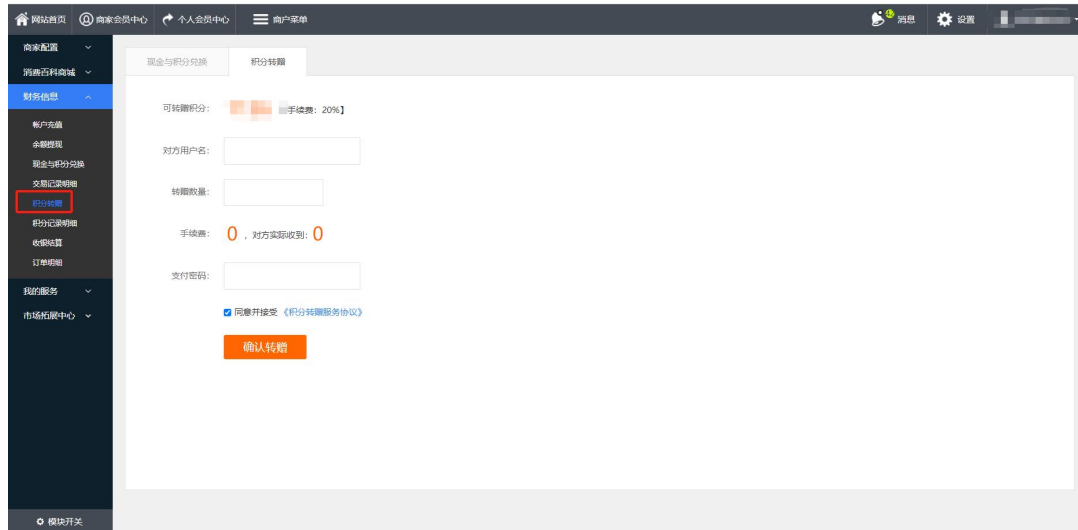
“现金与积分兑换”-根据现金兑换积分比例进行兑换：



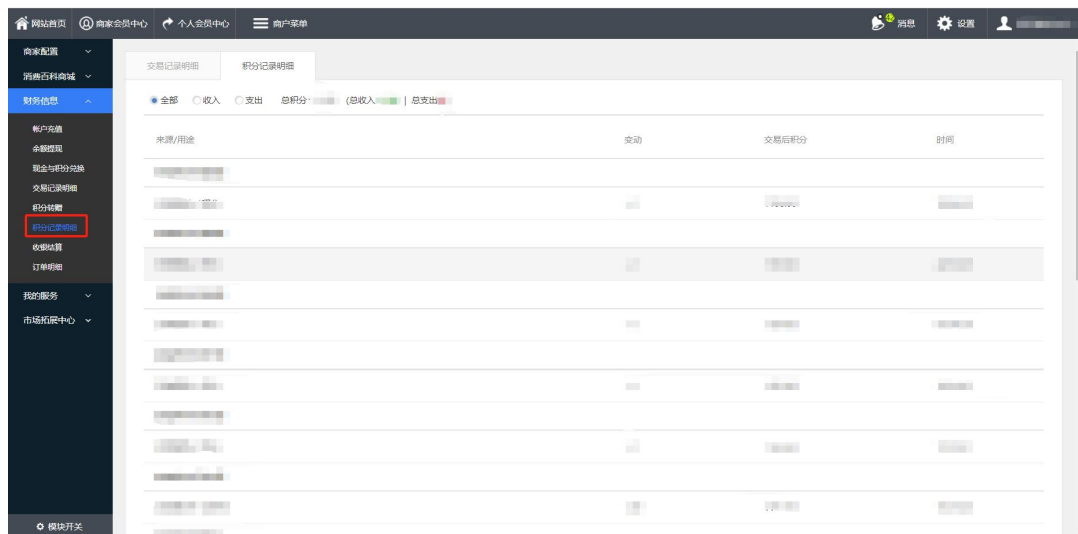
“交易记录明细”-查看店铺收益支出明细：



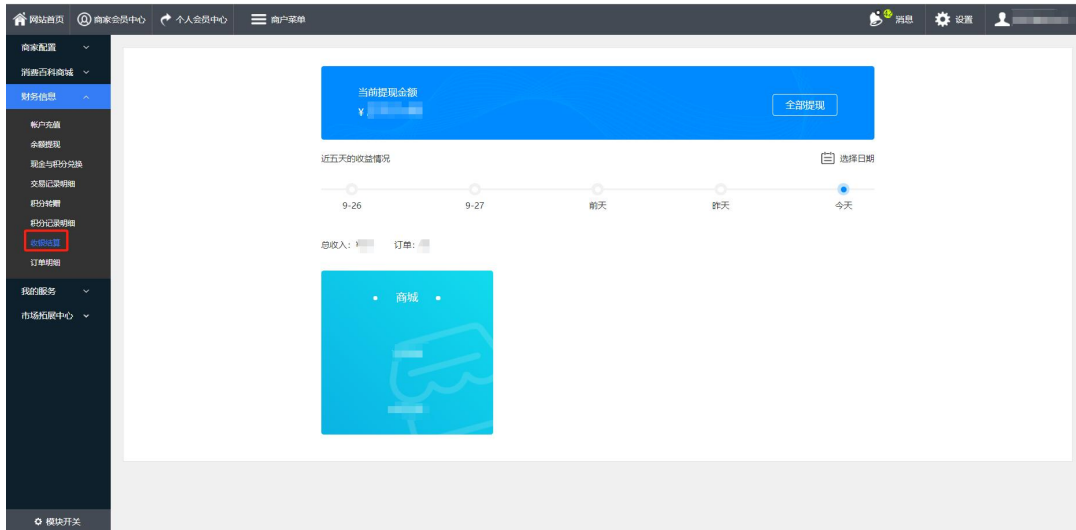
“积分转增”-根据自己的积分转赠送给你的好友（需知晓对方用户名信息）：



“积分记录明细”-查看积分详情：



“收银结算”-查看总数据:



“订单明细”-查看所有订单商家用户的收益情况:

The screenshot shows the '订单明细' (Order Details) page in the merchant dashboard. The sidebar is identical to the previous screenshot, with '订单明细' (Order Details) highlighted with a red box. The main content area displays a table of orders. The table has several columns, including order ID, merchant name, and revenue. The data is partially obscured by blurring, but the structure is clear. The table lists multiple orders, each with its own set of details.