



An Online Palm Oil Business Directory

BUSINESS USER REGISTRATION AND SYSTEM USAGE

Background

Palm Oil Link is an online directory of companies initiated by MPOC specifically to connect the Malaysian palm oil industry to the rest of the world. Palm Oil Link is launched with the objective of to enhance trade opportunities in the marketplace and to encourage product diversification and application of Malaysian palm oil.

Palm Oil Link provides the marketing platform to reach and help the global palm oil industry members, to leverage the power of online communication to engage with their international counterparts and to capitalize on trade appointments. Palm Oil Link offers various features that enable the Malaysian palm oil industry to interact with buyers from around the world. Features of the website include a directory of the Malaysian palm oil industry members and a live chat feature to directly communicate with them.

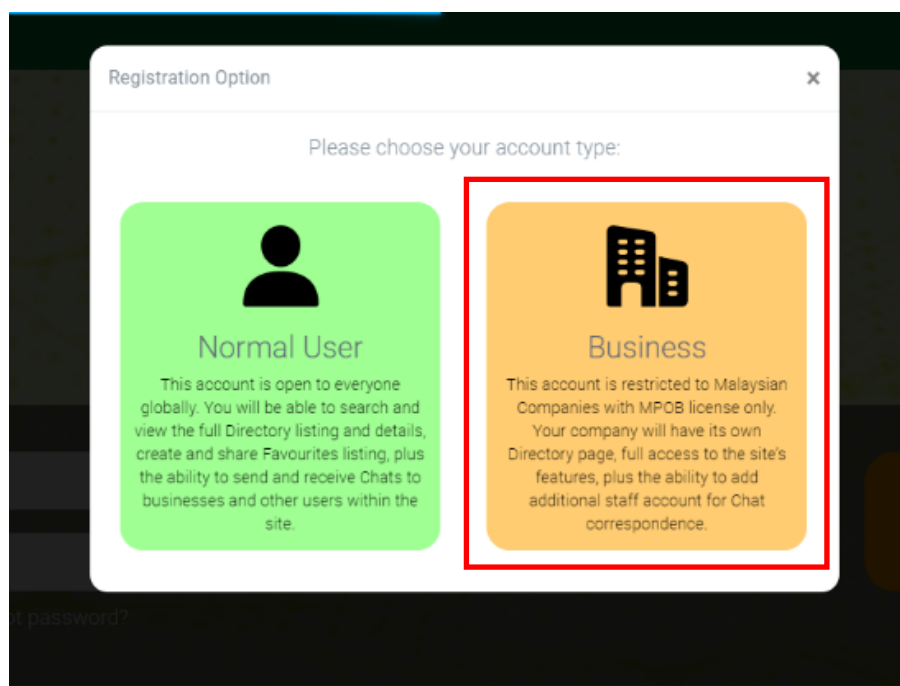
Register now <http://palmoillink.com> to engage with your partners!

1.0 Registration

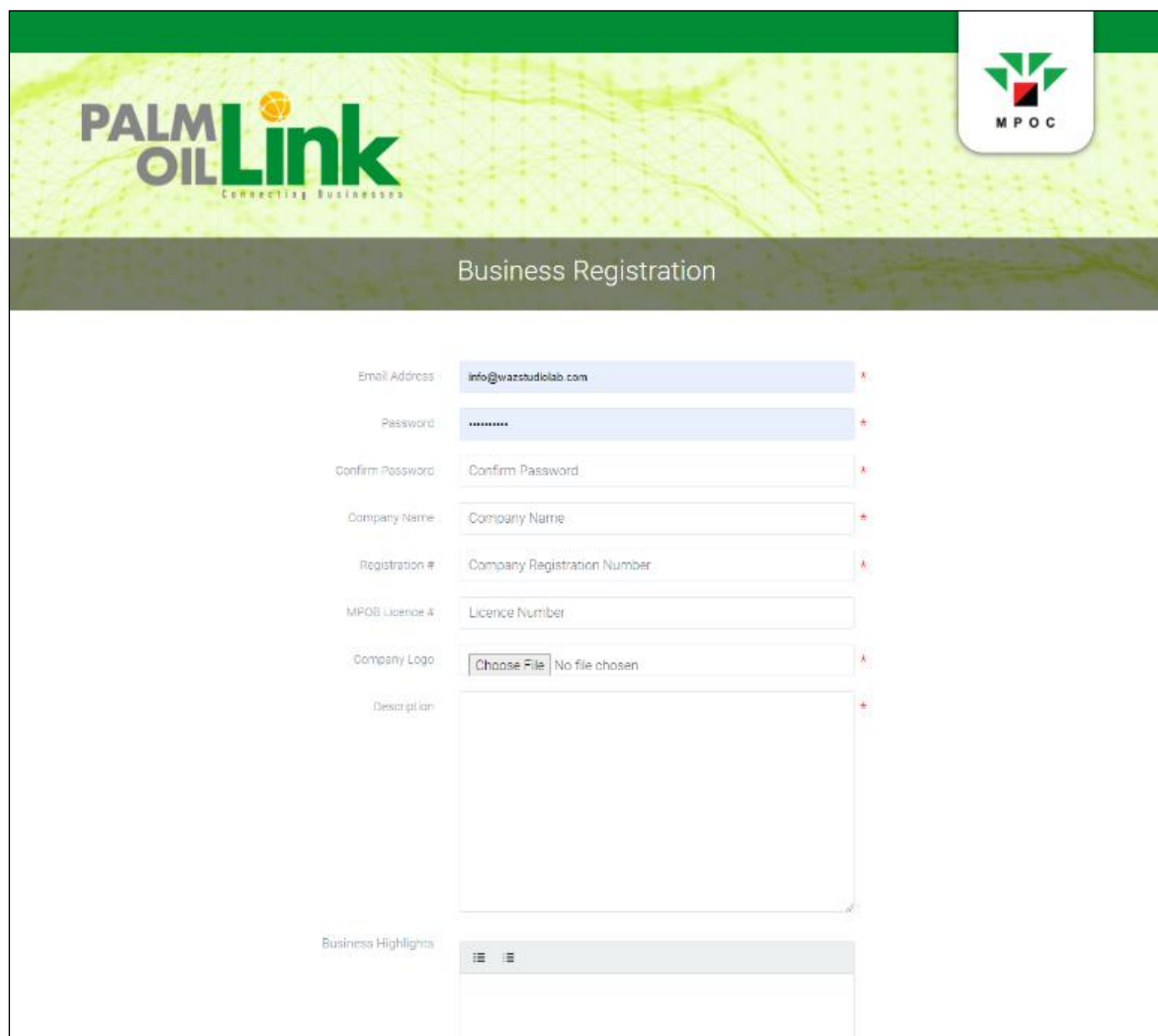
1.1 Click on the 'Register' button.



1.2 Choose 'Business User'.



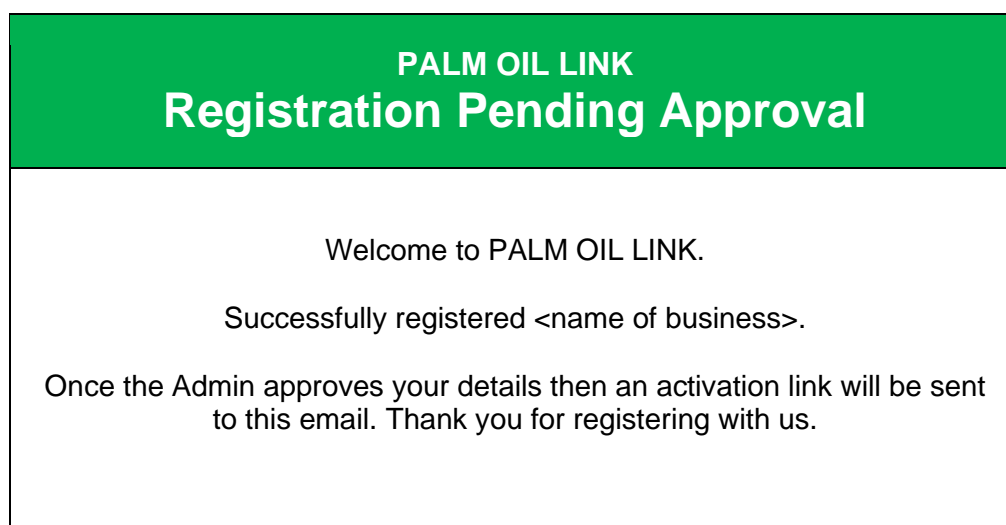
1.3 Fill-in the required fields and click on 'Register' button once done.



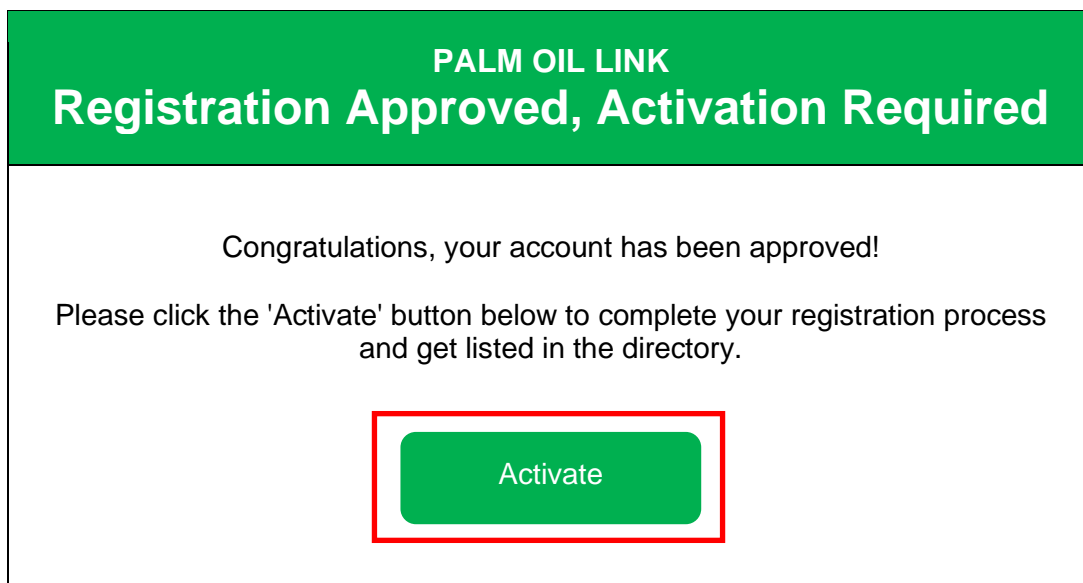
The screenshot shows the 'Business Registration' page of the PALM OIL Link system. The header features the PALM OIL Link logo with the tagline 'Connecting Businesses' and the MPOC logo. The registration form includes the following fields:

- Email Address: info@wazstudiolab.com
- Password: [Redacted]
- Confirm Password: Confirm Password
- Company Name: Company Name
- Registration #: Company Registration Number
- MPOB Licence #: Licence Number
- Company Logo: Choose File (No file chosen)
- Description: [Text Area]
- Business Highlights: [List Group]

1.4 Upon successful registration, you will receive a pending verification email as per the below sample. For Business User registration, there will be a manual verification before you can activate your account.



- 1.5 Once your account has been successfully approved by the System Administrator, you will receive an activation email as per the email below.



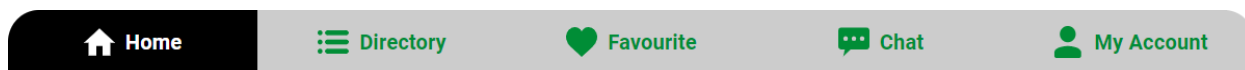
Note:

Without activating your account, the business listing you registered will not be listed in the system.

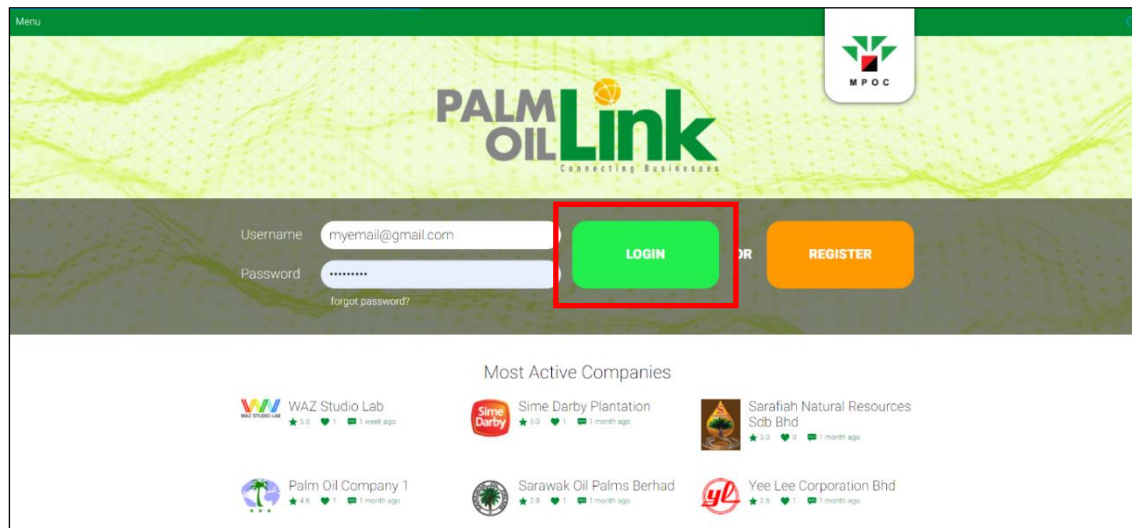
- 1.6 Click on the activation link and you will open the activation page.
- 1.7 Once your account has been successfully activated, you can start to use the system by logging in with your registered email and password.

Website Features & System Usage

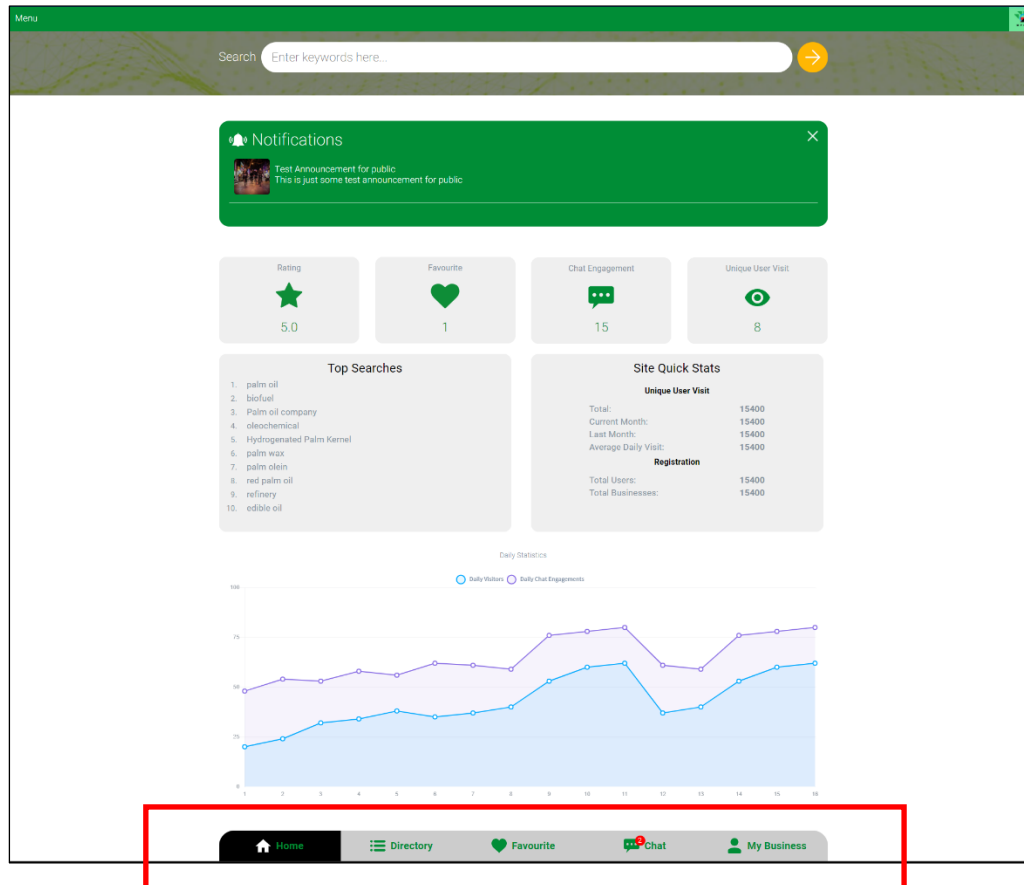
2.0 Mainpage / Home



2.1 Login with your Username and Password.



2.2 Once logged in, the system menu will appear at the bottom page. As a Business User, you will have access to the performance dashboard of your page, containing rating and other useful analytics.



2.3 Performance Dashboard Information



2.3.1 Rating

Your rating is calculated automatically based on your Profile completion, Unique User Visit, Chat Engagement and Favourite count. Half of your rating score is contributed by how responsive you are with Chat engagements (faster response = higher rating).

2.3.2 Favourite

How many user added you in their Favourite collection.

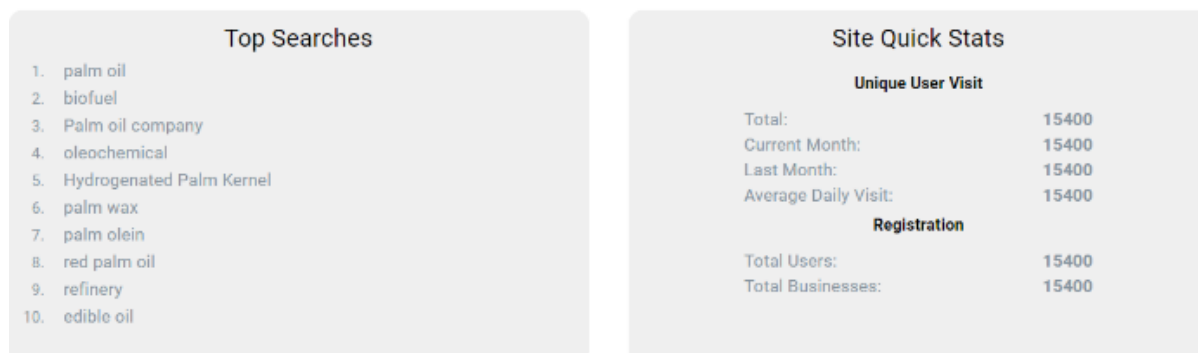
2.3.3 Chat Engagement

Total count of messages you (and the Personnel you've assigned) have received.

2.3.4 Unique User Visit

How many registered users have visited your Directory detail page. Visit will only be counted once for each user (1 user = 1 visit).

2.4 Statistics



2.4.1 Top Searches

This is a high-level information demonstrating search pattern of the users that would be useful in managing your business profile within the system.

2.4.2 Site Quick Stats

General information on the system's user progress.

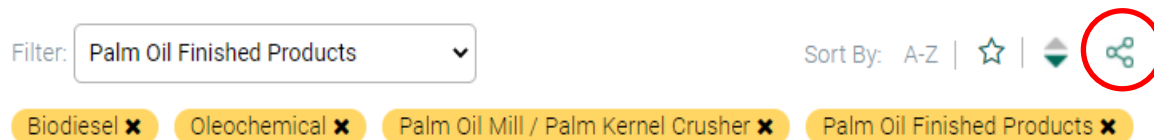
3.0 Directory

3.1 Click on the  Directory button to open the Directory page.

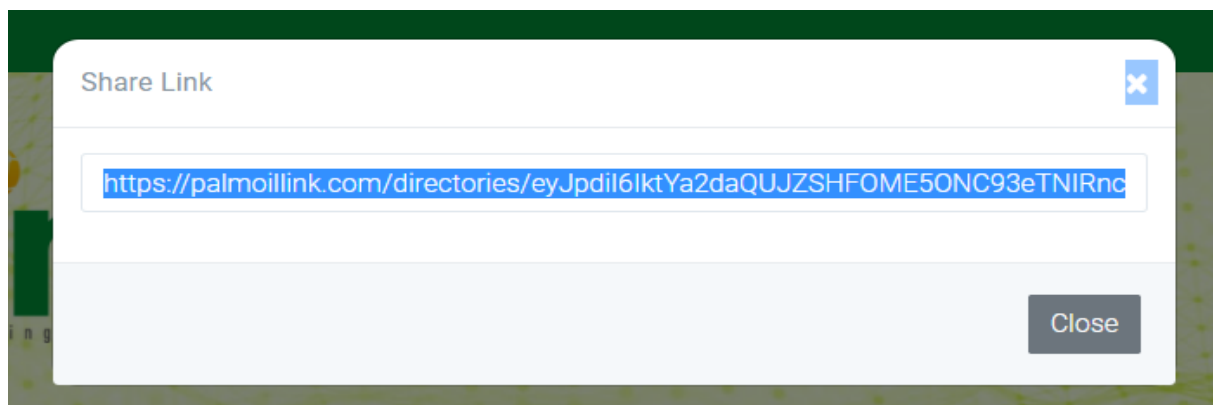


3.2 You can view and sort directory listing here.

3.3 You can share your filter and sorting of the directory listing via the  Share button.

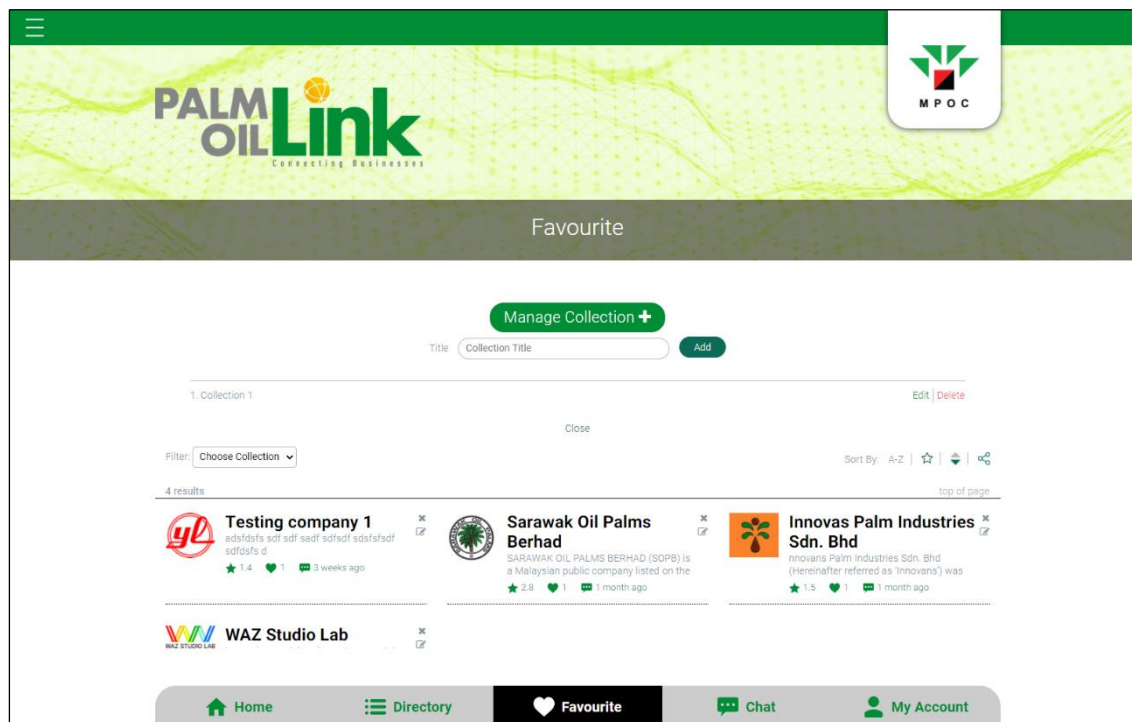


3.4 You can then copy the share link and paste it into any platform you would like to share it.

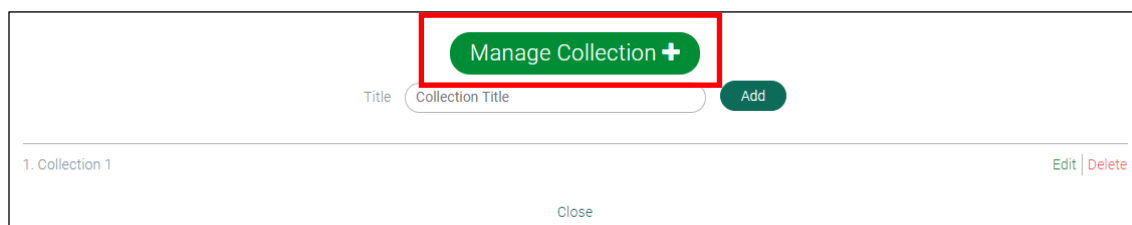


4.0 Favourite

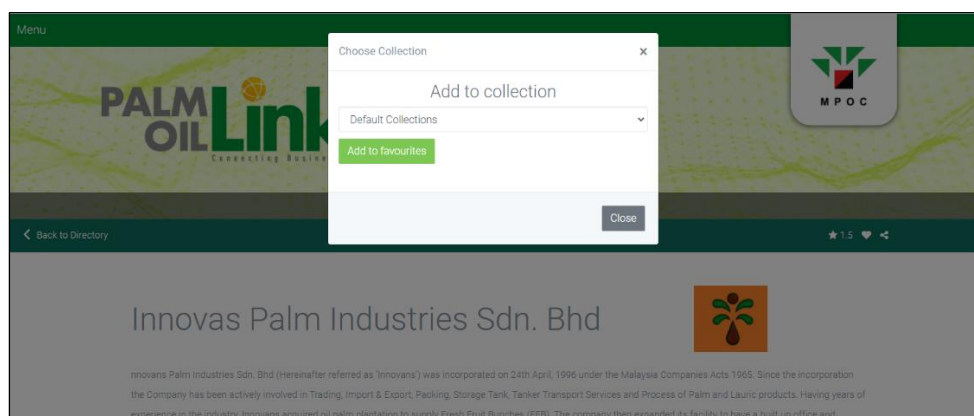
4.1 Click on the  Favourite button to open the Favourite page.



4.2 Click the 'Manage Collection' button to manage your favourite listing.

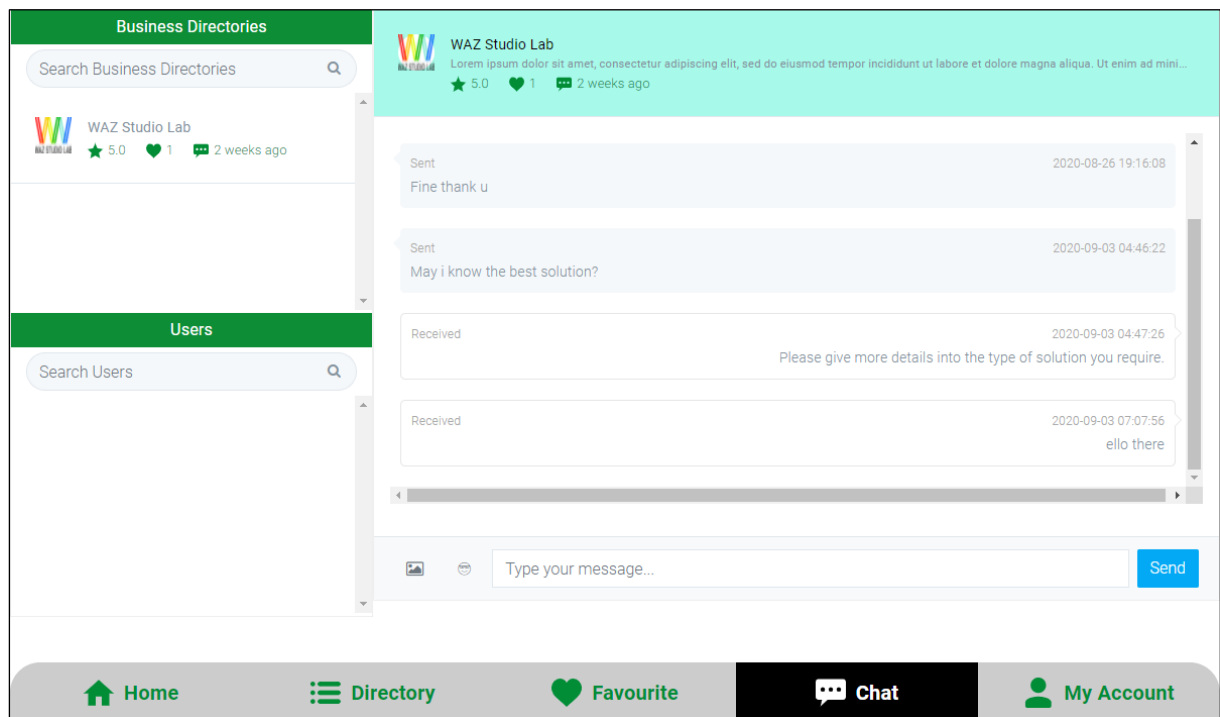


4.3 When you click on the  Favourite button in the directory details page, you can assign it to your collection.

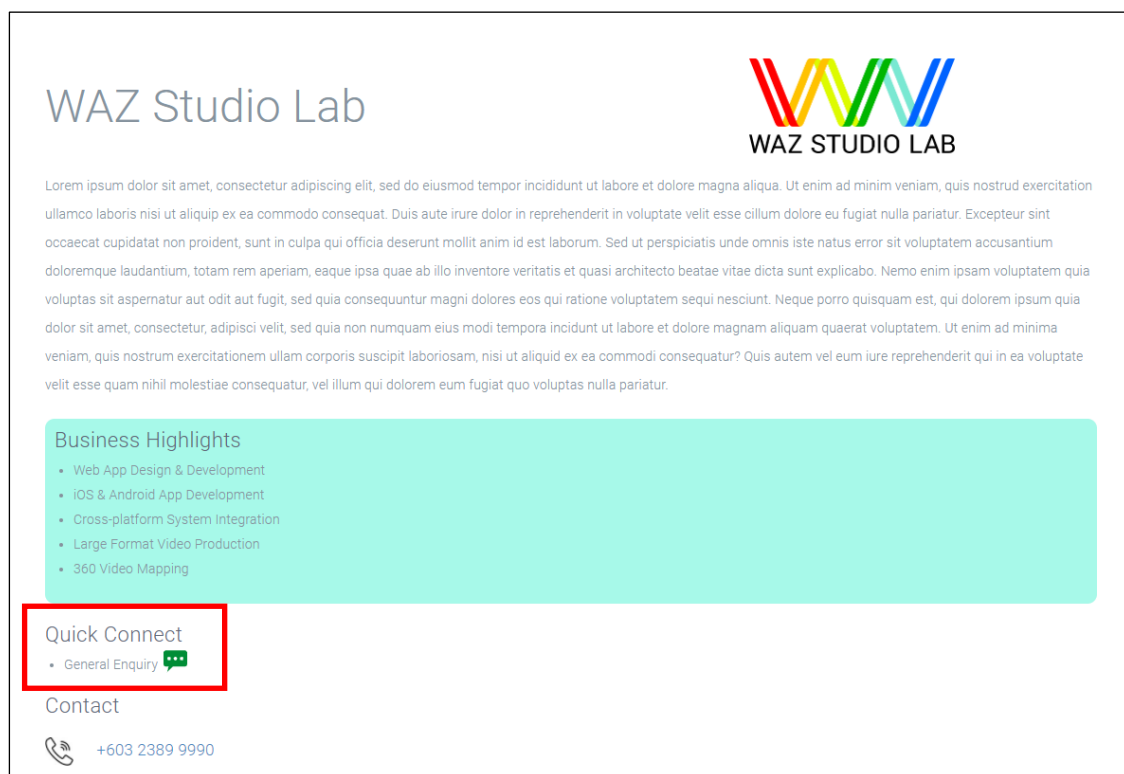


5.0 Chat

5.1 Click on the  Chat button to open the Chat page to access your correspondences.

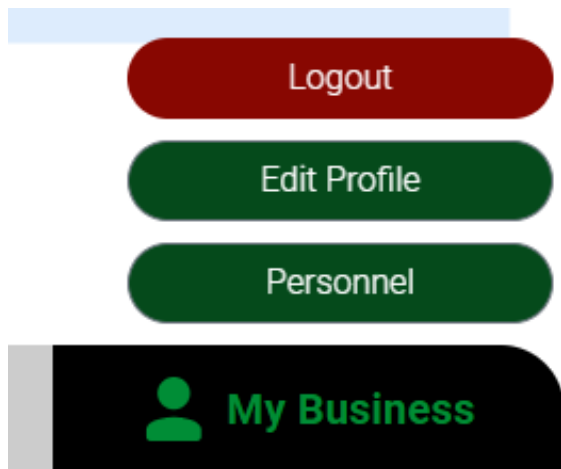


5.2 You can only initiate a Chat message via the 'Quick Connect' section of the directory details page of a business.



6.0 My Business

6.1 Click on the My Business button to access the 'Edit Profile', 'Personnel' and 'Logout' menu.



6.2 Click the 'Edit Profile' button to make changes to your profile



6.3 Click the 'Personnel' button to create Department & Personnel.

The screenshot shows the 'My Business' section of the PALM OIL Link application. The 'Personnels' tab is active, displaying two forms for adding new entries. The 'Department' form on the left has a 'Title' field containing 'Department Title' and an 'Add' button. The 'Personnel' form on the right has an 'Email' field with 'info@wazstudiolab.com', a 'Department' dropdown menu, and an 'Add' button. Both forms are highlighted with red rectangular boxes. The bottom navigation bar includes icons for Home, Directory, Favourite, Chat, and My Business.

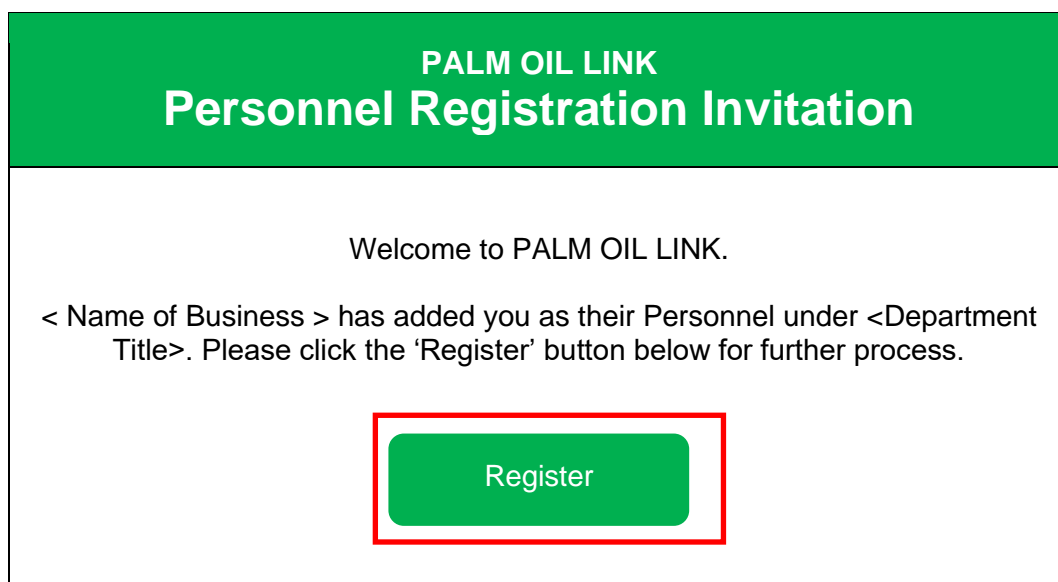
You can add Personnel to your business account as a support network. Personnel can be any employee within your organization with a valid email. Personnel can officially receive and reply Chat messages on behalf of the business. We recommend that you register generic Personnel account i.e. sales@mycompany.com instead of johndoe@mycompany.com so that the Personnel account can be monitored by anyone with access to the account and not tied down to any person's email.

For example:

Department	Personnel account
Sales & Marketing	sales@mycompany.com
Distribution	distribution@mycompany.com

6.4 Business Personnel creation flow:

- 6.4.1 Create Personnel (email & department).
- 6.4.2 Invitation link sent to Personnel email asking to register as per below.



- 6.4.3 Upon clicking the link, Personnel will be presented with the Registration page.
- 6.4.4 Personnel will go through the activation process after registration just as a normal user would.
- 6.4.5 Upon successful activation, the system will link Personnel to the Business Entity account upon successful registration.
- 6.4.6 Sample of Personnel in the Business page:

Quick Connect

- » General Enquiry 
- » Milling of FFB into CPO and PK 
- » Production and sales of bulk and refined oils and fats 
- » Production and sales of nutraceutical products 
- » Biodiesel products and derivatives 