

# LifeSaver Software

## FrameVue.Com User Manual

*Shop Logo* Products Cart Trainee [Upload Photo](#)

Search by keyword [All](#) [Single Mat Series](#) [Double Mat Series](#)

- Upload Your Photo**  
Choose a picture from your device that you want to print.  
[Upload Now](#)
- Choose a product and customize**  
Select the product you want to purchase and see a preview of how it will look.
- Checkout and pick up your artwork**  
Make your purchase and we will print your artwork and let you know when it is ready for pick-up!

**Single Mat Series**  
A great addition to any decor that will last the test of time and stay in fashion for a lifetime.  
FROM **\$45**

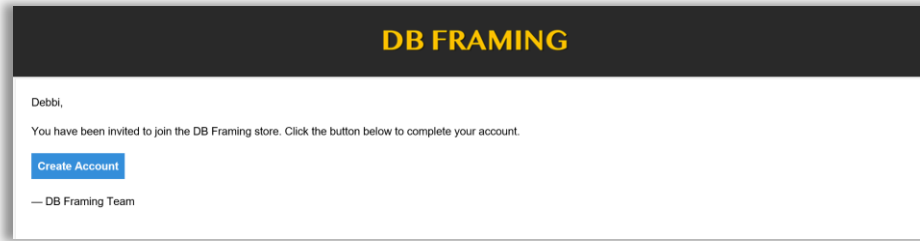
**Double Mat Series**  
Using a double mat will create a stunning accent to your cherished memories.  
FROM **\$60**

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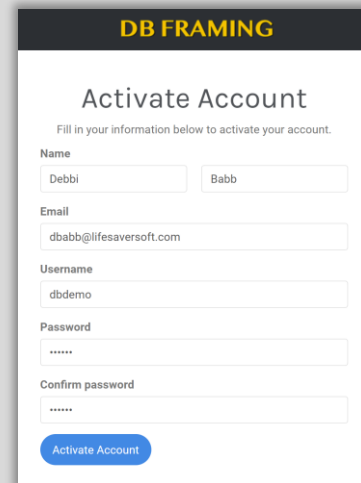
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## Getting Started

1. LifeSaver Support Staff will email you an invite to create an account for your store.



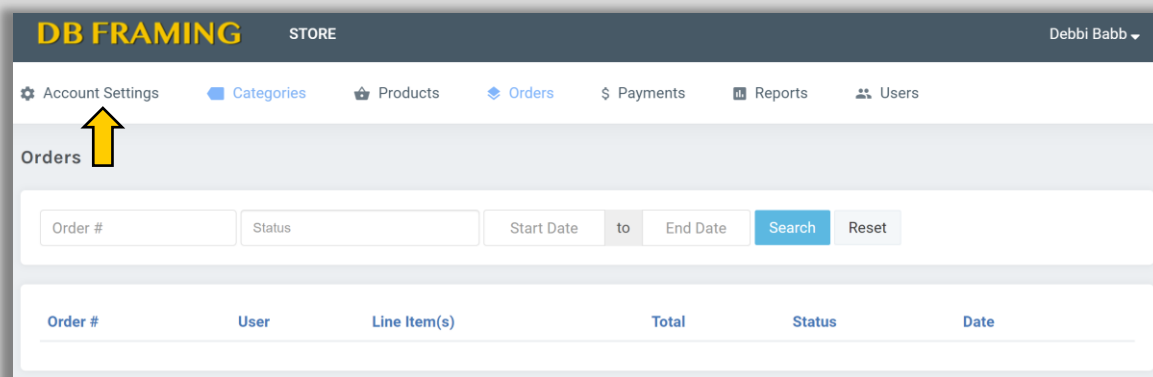
2. Your store FrameVue website will open. Complete your **Username** and **Password**. Select **Activate Account**.

A screenshot of the "Activate Account" form. The header is "DB FRAMING" in yellow on a black background. Below the header is the title "Activate Account" and a sub-header "Fill in your information below to activate your account." The form contains several input fields: "Name" (split into "Debbi" and "Babb"), "Email" (dbabb@lifesaversoft.com), "Username" (dbdemo), "Password" (masked with dots), and "Confirm password" (masked with dots). A blue button labeled "Activate Account" is at the bottom.

## Account Settings

### General

1. The website will open on the Orders screen. Select **Accounts Settings** in the header bar to the left of the Orders.



- The Account Settings will open in the **General sub-menu**. Currently your Store Name, Contact Info and Logo Upload will be completed by LifeSaver support staff.

The screenshot shows the 'Account Settings' page for 'DB FRAMING'. The left sidebar has a yellow arrow pointing to the 'General' sub-menu. The main content area has sections for Name, Contact, and Logo. The Name field contains 'DB Framing'. The Contact section has fields for Contact Name (Debbi Babb), Contact Email (dbabb@lifesaversoft.com), and Phone (800-381-0600). The Logo section has a 'Choose File' button and instructions: 'Upload a logo for your store as a jpg or png that is at least 300 pixels wide. The logo will update after you click "Save Changes".'

- Complete your **Billing Address**.

The screenshot shows the 'Billing Address' form. The Country is set to 'United States'. The Street Address is '1234 LifeSaver Lane'. The City is 'Holly Springs'. The State/Region is 'Georgia'. The Postal Code is '30142'. There is also an 'Apt / Suite' field which is empty.

- Enter your **Shipping Cost** and **Tax Rate**. If your shipping rate is taxable select **"Is Shipping Taxable."**

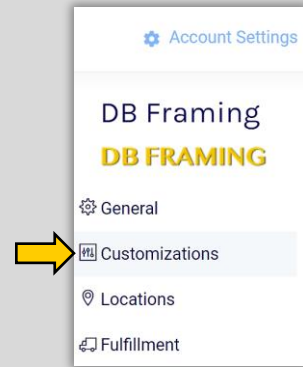
The screenshot shows the 'Shipping Cost' and 'Sales Tax' form. The Shipping Cost is '\$ 15.00'. The Sales Tax is '7.00%'. The 'Is Shipping Taxable' checkbox is checked.

- Select **Save Changes**.

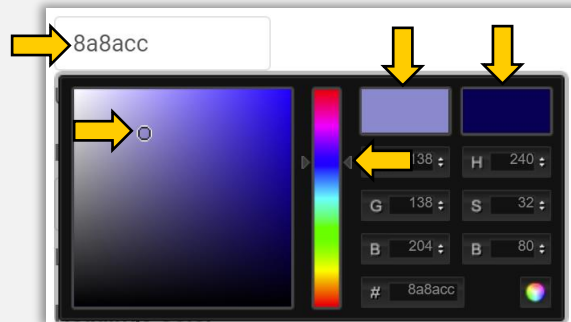
Save Changes

## Customizations

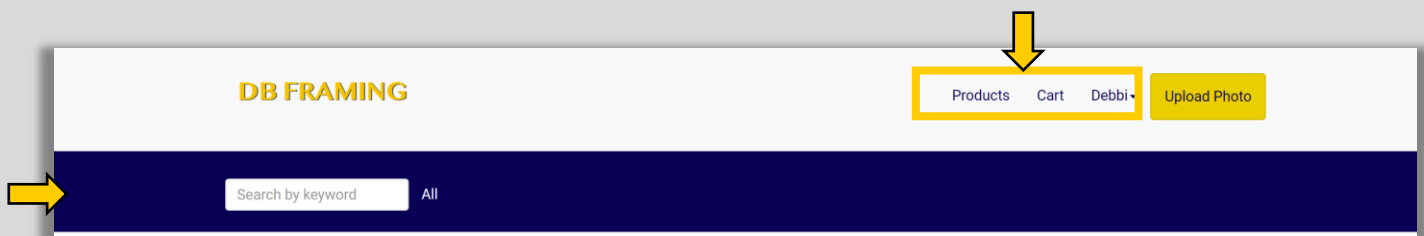
1. Select **Customizations** located left screen under the General heading to select your website color scheme and fonts.



2. How to enter Color Hex Code or use Color Picker. If you know the HEX color code type it into the field. If not, select color and shade in the color picker.
  - a. Click/Touch and drag **Color Bar Arrow** to select color.
  - b. Click/Touch and Drag **Circle** in color shade window to **Select Shade** of color.
  - c. The color will **Preview** in the first field to the right of the color bar.
  - d. If a **Previous Color** was selected it will display to the right of the first color preview field for **Comparison**.
  - e. The **Hex Color Code** will display in the color field.
  - f. Click/Touch outside the color picker to **Exit**.



3. Select **Header Color**. This color is used for the background color in the header bar at the top of the site. *Demo Example: Navy Blue.*
4. Select **Header Link Color**. Used for links in the header. *Demo Example: Navy Blue.*



## DB FRAMING

General

Customizations

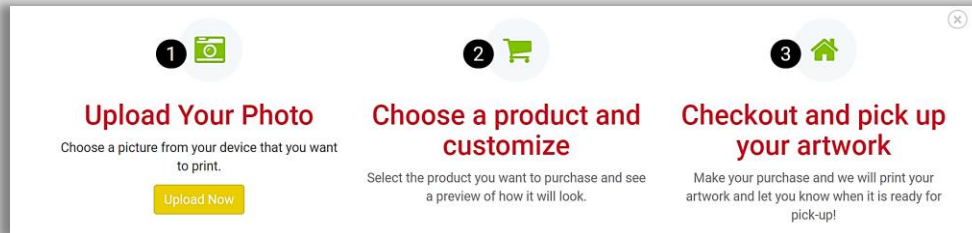
Locations

Fulfillment

5. **Link Color.** Link color on Admin site. *Demo Example: Lime Green.*

6. **Headings Color.** Color of page headings. (h1, h2, h3) *Demo Example: Red Font.*

7. **Featured Color.** The featured color is used for brand and highlight colors throughout the site. *Demo Example: Gold Upload Now button.*



8. Select **Custom Fonts** for your site.

- a. **Custom Body Text Font:** Select the default font for your site that will be used everywhere (unless you specify a different font for headings or menu below). **Select Font** in the Select a font drop down. *Demo Example: Open Sans.*
- b. **Custom Headings Font.** Customize heading fonts throughout the site. **Select Font** in the Select a font drop down. *Demo Example: Montserrat.*
- c. **Custom Menu Font.** Choose a custom font for the menu. **Select Font** in the Select a font drop down. *Demo Example: Open Sans.*

9. Select **See Preview** to view your font selection on your site.

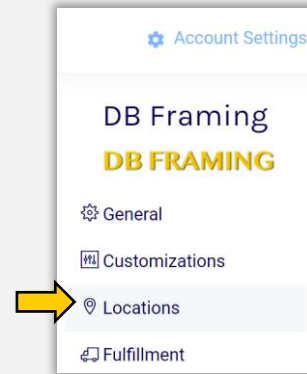
**Note:** To view site color selections select **Save Changes** before selecting **See Preview**.

10. Select **Save Changes**.

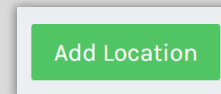
The screenshot shows the 'Site Fonts' configuration page. It includes three font selection sections: 'Custom Body Text Font' (set to Open Sans), 'Custom Headings Font' (set to Montserrat), and 'Custom Menu Font' (set to Open Sans). A 'See preview' button is highlighted in green, and a 'Save Changes' button is highlighted in blue. To the right, a preview of the site shows the text 'The quick brown fox jumps over the lazy dog.' in the selected fonts and colors.

## Locations

1. Select **Locations** located left under the Customizations heading.



2. Select **Add Location**. Enter your store name and address.



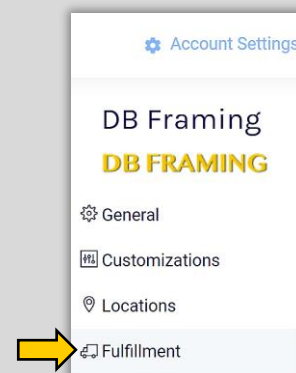
3. Select **Save Changes**.

A form titled 'Add Location' with the instruction 'Enter the information for this location.' The form contains the following fields: Name (DB Framing), Country (United States), Street Address (1234 LifeSaver Lane), Apt / Suite, City (Holly Springs), State/Region (Georgia), and Postal Code (30142). At the bottom, there are two buttons: 'Save Changes' (highlighted with a yellow arrow) and 'Cancel'.

4. To add additional store locations select **Add Location**.

## Fulfillment

1. Select **Fulfillment** located far left under Location.



2. These settings are used for new order notifications awaiting fulfillment. If you do not specify these settings no notifications will be created by the system. Enter **Contact Information**. Select **Save Changes**.

**Fulfillment Settings**

These settings are used for new order notifications awaiting fulfillment. If you do not specify these settings no notifications will be created by the system.

Contact Name

Contact Email

Phone

## Categories

1. Select **Categories** located in the header bar to the right of Account Settings. Create framing design categories such as Single Mat Series, Double Mat Series, Farmhouse Décor, Traditional Décor etc. Additionally, you can create main (parent) categories with subcategories. As an example, you can have Farmhouse Décor and Traditional Decor as a main (parent) categories and single mat series and double mat series as the subcategories under each.
2. Select **Add Category**. *Demo Example: Two Categories – Single Mat Series & Double Mat Series*

**DB FRAMING**

Account Settings **Categories** Products Orders Payments Reports Users

**Categories**

You have not configured any categories, use the button above to add one.

3. Enter **Category Name**. Select **Save Changes**. *Demo Example: Single Mat Series*. Category now lists on the main category page.

**Note:** Category can be deleted by selecting the bin icon.

**Category Info**

Name

**Categories**

Your information has been saved successfully.

Drag the categories to re-order them.



4. Select Add Category to add the second category. Enter **Category Name**. Demo Example: *Double Mat Series*. Select **Save Changes**. Both categories now list on the main category page. If needed you can drag the categories to rearrange the order.

Category Info

Name  
Double Mat Series

Parent Category  
▼

Save Changes Cancel

Categories

Your information has been saved successfully.

Drag the categories to re-order them.

- Single Mat Series
- Double Mat Series

**Note:** When you add two or more categories you will have the opportunity to select a Parent Category. The drop-down list will contain your previously created categories. If you would like the new category to fall under a Parent Category, select the desired category in the drop down.

Category Info

Name  
Double Mat Series

Parent Category  
Single Mat Series

Save Changes Cancel

**Option to select Parent Category in drop-down list.**

Categories

Your information has been saved successfully.

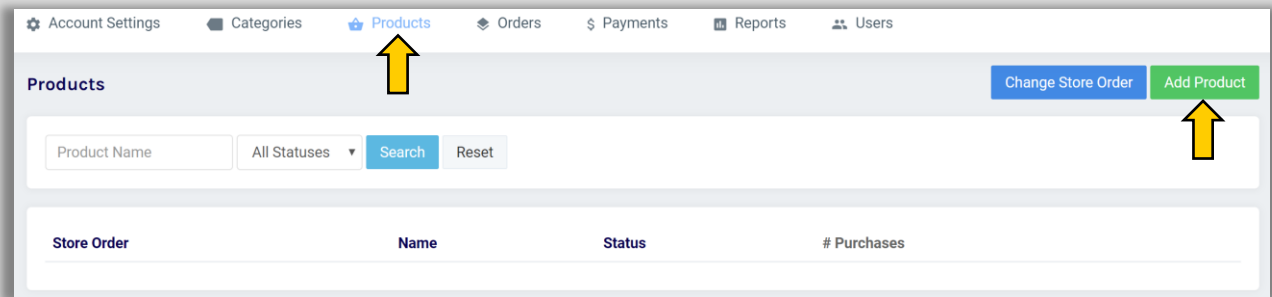
Drag the categories to re-order them.

- Farmhouse Decor
- Single Mat Series
- Double Mat Series

**Example of a Parent Category (Farmhouse Décor) with two subcategories (Single Mat Series & Double Mat Series.)**

## Add Products

1. Select **Products** located in the header bar to the right of Categories.
2. Select **Add Product**. For the selected category or categories, you will be entering the category description, product description, environment image, frames, mats, available sizes, and pricing.



3. **Product (Category) Name.** Enter the name of the product as it will be shown to the customer. *Demo Example: Single Mat Series.*
4. **Short Description.** Optionally enter a short description for this product/category that will be displayed on the products page along with product in the search results.

*Demo Example: A great addition to any décor that will last the test of time and stay in fashion for a lifetime.*

### Add New Product

#### Product Name

Enter the name of this product as it will be shown to the customer

Single Mat Series

#### Short Description

Optionally enter a short description for this product that will be displayed on the products page along with the product in the search results.

A great addition to any decor that will last the test of time and stay in fashion for a lifetime.

5. **Product Description.** Enter a description of this product that will be displayed on the product details page.

*Demo Example is what is included in the framing package and frame/ mat color selections.*

**Product Description**

Enter a description of this product that will be displayed on the product details page

What's Included

Each frame is built and assembled by hand.

- Custom Frame
- Acid-Free Mat
- Acrylic Glazing with UV Protection
- Kraft Paper Backing
- Hanging Hardware
- Archival Printing for Digital Uploads

Mat Colors

- White
- Buff
- Khaki
- Gray
- Blue
- Black

Frame

- Overall Width 2 3/8"
- Color Finish Grey, Dark or Brown

6. Select **Environment Image**. Select a "Room Vignette" from the drop-down list. *Demo Example: Farmhouse 4.*

**Environment**

Farm House 4 ▼

**Zoom Level**

Farm House 4 ▼



7. **Product Category.** Check all that apply. *Demo Example: Single Mat Series.*

**Product Category**

Check all that apply

Single Mat Series ←

Double Mat Series

8. **Frame(s)**. Select which frames are available for this product.

- a. Select the **Vendor** from the drop-down. *Demo Example: Larson Juhl*
- b. Type **Frame Product Number**. *Demo Example: 3 Mouldings - L595205 – 595203 - L595204.*
- c. Type **Surcharge Per Foot** if applicable. The first moulding entered will appear as the sample image on the website.  
**Note:** All 3-demo example mouldings are the same width and price, so there is not a surcharge. To accommodate for mouldings differing in price, you can add a sur-charge per foot per moulding item code to be added to the package price.
- d. Select the **Add** button
- e. **Repeat** process for additional mouldings.
- f. How to **Edit** Line Item.
  - Drag **Menu** icon on the line item to re-arrange order.
  - Select **Pencil** icon to edit surcharge.
  - Select **X** to delete line item.

Frame(s)

Select which frames are available for this product. Start typing the product number to begin your search.

Frame product number

L595205

L595203

Larson Juhl

Surcharge (per ft)

L595204

Surcharge (\$ per ft)

Add

9. **Mat(s)**: Enter how many mats will be used with this frame. *Demo Example: Select Number from the drop-down.*

10. Define **Mat Combinations**.

- a. Select **Mat Vendor** from the drop-down.. *Demo Example: Artique.*
- b. Type **Mat Item Number** in the field provided. Must use capital letters. *Demo Examples: A4901 – A4837 – A4809 – A4933 – A4986 – A4907. The first mat or mat combo entered will appear as the sample image on the website.*
- c. Select **Add**.
- d. **Repeat** process for additional mats.
- e. How to **Edit**: Select **X** to delete line item or drag menu icon on the line item to re-arrange order.

Mat(s)

Enter how many mats will be used with this frame.

1

Define your mat combinations.

Top

A4901

A4837

A4809

A4933

A4986

Artique

A4907

Add

**Tip:** How to configure **Double Mats**. Select **Top Mat Vendor**. Enter **Mat Item Code**. Select **Bottom Mat Vendor**. Type **Mat Item Code**. Select **Add**. Repeat for additional mat combinations.

Mat(s)  
Enter how many mats will be used with this frame.

2

Define your mat combinations.

Top	Bottom
C9500	C9848
C9848	C9500
C9500	C9837
C9500	C9827
C9500	C9634

Bainbridge Mat 1 LS Name Bainbridge Mat 2 LS Name Add

11. Size(s): Add the sizes this product will be available in. Enter width and height in portrait orientation - the system will automatically orient frame to match the client's uploaded image. The product can be published when at least one size option is added.

- Type **Name**.
- Type **Image Width**
- Type **Image Height**
- Type **Mat Width**
- Type **Mat Reveal**
- Type **Price (Package Price)**: Type price without \$ sign.
- Select **Add**
- Repeat** process for additional sizes.
- Select **Default Size** to appear on the site.
- Edit** Line Item
  - Drag **Menu** icon on the line item to re-arrange order.
  - Select **Pencil** icon to edit surcharge.
  - Select **X** to delete line item.

- Option: Select **Photo** icon to add Sample Environment and Photo/Art Image for each size frame if desired. Select **Environment** from the drop down. Select **Photo/Art Image**. Select **Save**.

**Note:** You have the opportunity to select one sample photo/art image for all frame sizes under the Media sub menu. Instructions listed under number fifteen.

Media

Environment

Sample Image

Save

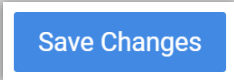
**Size(s)**

Add the sizes this product will be available in. Enter width and height in portrait orientation - the system will automatically orient frame to match the client's uploaded image. The product can be published when at least one size option is added.

Default	Name	Image Width	Image Height	Mat Width	Mat Reveal	Price	
<input type="radio"/>	11 x14	8	10	2		\$45.00	
<input checked="" type="radio"/>	16 x 20	14	16	3		\$79.99	
<input type="radio"/>	20 x 24	16	20	3		\$99.95	

in
  in
  in
  in
  \$

12. Select **Save Changes** located at the bottom of the page.



13. On the Product Details page for the Single Mat Series. Select **Media** from the menu on the left.

**Single Mat Series**

[View Product Page](#)

[Product Info](#)

[Media](#)

14. Select the Sample Photo/Art that you would like to appear in the framed image on the site. Select **Save Changes**.

Account Settings Categories Products Orders Payments Reports Users

**Single Mat Series**

[View Product Page](#)

[Product Info](#)

[Media](#)

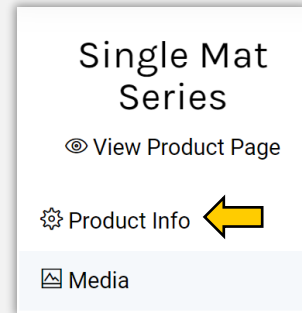
**Product Media**

Upload additional media for this product by clicking on the button below or dragging files on top of it.

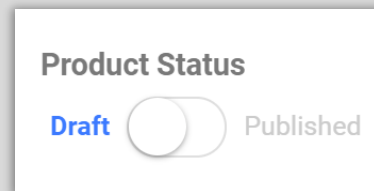
Drop files here to upload

**Default Sample Image**

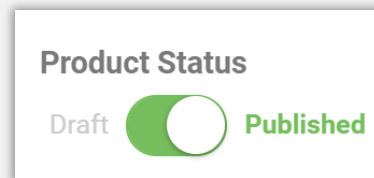
15. Select **Product Info** to go back to the Product Details page for the Single Mat Series.



16. If your Product Details page is incomplete, the default Product Status is **Draft**, so select **Save Changes**.

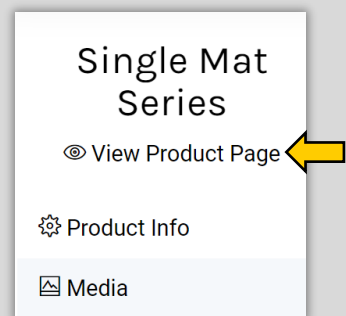


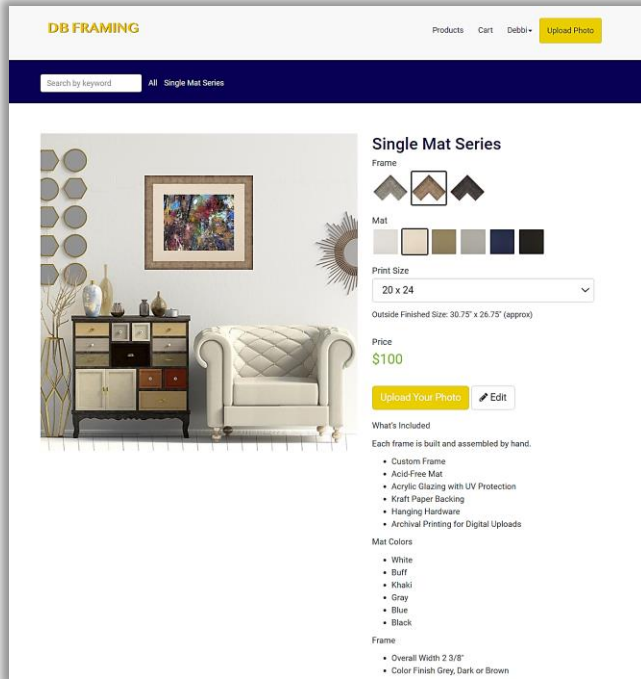
17. When your **Product Details** page is **Complete** and ready to publish, select the **Published** button. Select **Save Changes**.



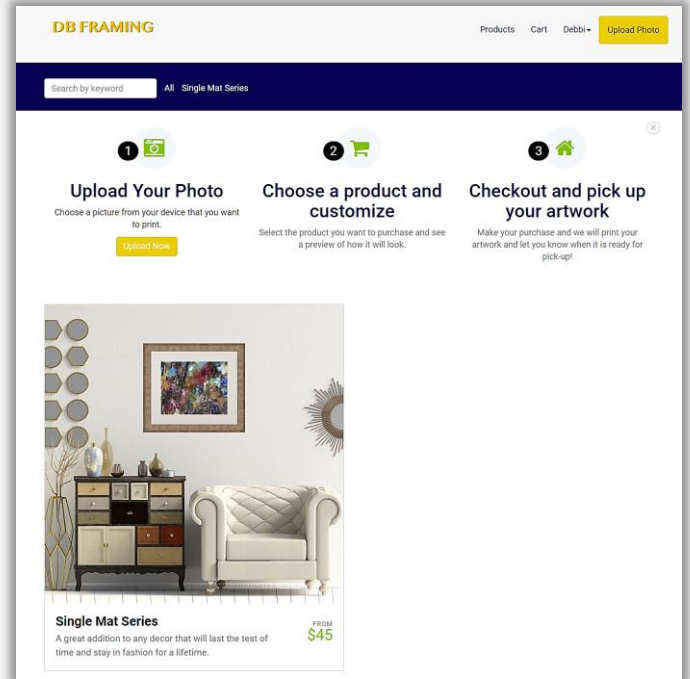
18. Select **View Product Page** to see the first category you just created on your website.

**Tip:** The website will open on the product page. Select **All** in the header bar to go to the **Home** page.





**Product Webpage**

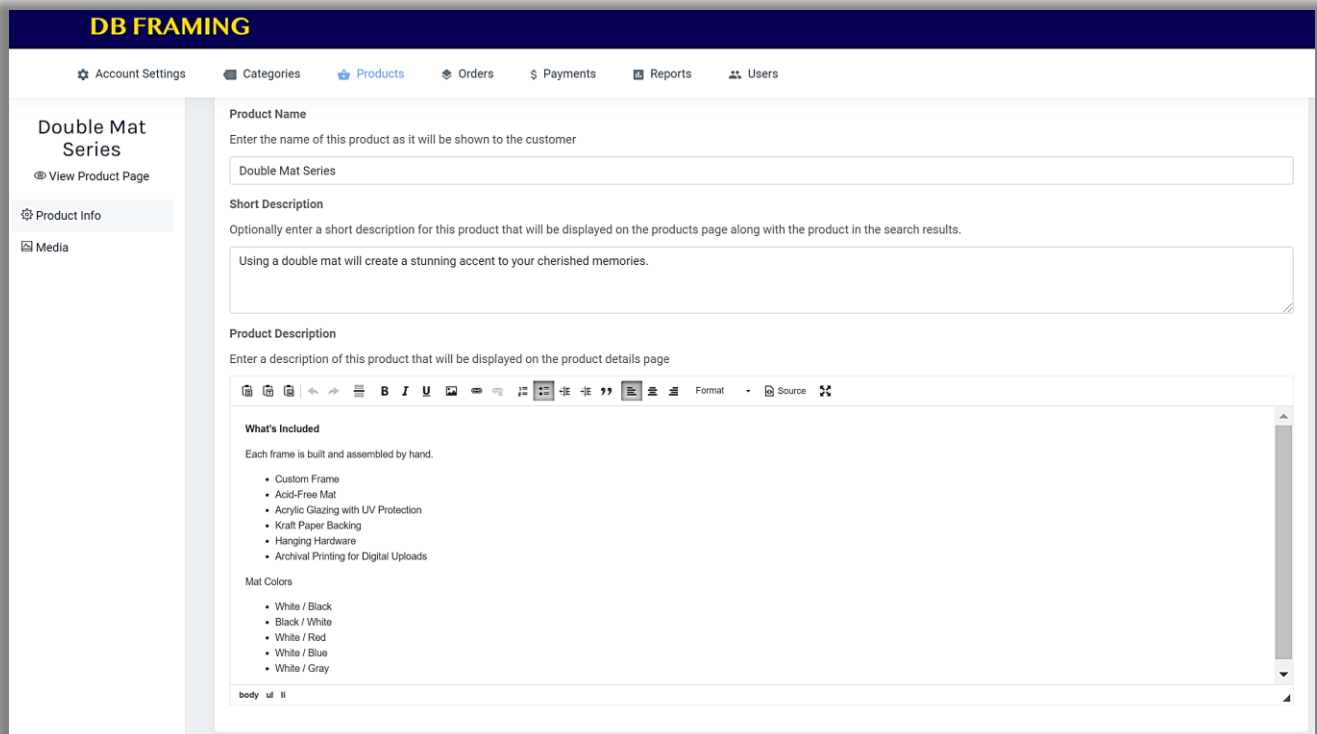


**Home Webpage**

19. The website will open in a new web tab. Close the tab to return to the Admin. Site.

20. Follow the above instructional steps 1 – 19 to add Product Details for your additional product categories. Remember to select the correct product category on the Product Details page. *Demo Example: Double Mat Series.*

21. *Demo Example Images Below: Product Details for Double Mat Series.*





Environment

Farm House 3

Zoom Level

Farm House 3

Product Category

Check all that apply

Single Mat Series

Double Mat Series



Frame(s)

Select which frames are available for this product. Start typing the product number to begin your search.

Frame product number

L595205

L595204

L595203

Surcharge (per ft)



Decor Moulding

Frame product number

Surcharge (\$ per ft)

Add

Mat(s)

Enter how many mats will be used with this frame.

2

Define your mat combinations.

Top

C9500

C9500

C9848

C9500

C9500

Bottom

C9634

C9848

C9500

C9837

C9827



Bainbridge

Mat 1 LS Name

Bainbridge

Mat 2 LS Name

Add

Size(s)

Add the sizes this product will be available in. Enter width and height in portrait orientation - the system will automatically orient frame to match the client's uploaded image. The product can be published when at least one size option is added.

Default	Name	Image Width	Image Height	Mat Width	Mat Reveal	Price	
<input type="radio"/>	11 x 14	8	10	2	0.25	\$60.00	
<input type="radio"/>	16 x 20	11	14	3	0.25	\$79.95	
<input checked="" type="radio"/>	20 x 24	16	20	3	0.25	\$109.95	
<input type="radio"/>	36 x 24	30	20	3	0.25	\$129.95	
<input type="radio"/>	24 x 36	20	30	3	0.25	\$129.95	
<input type="radio"/>	30 x 40	22	32	4	0.25	\$199.00	
<input type="radio"/>	40 x 30	32	22	4	0.25	\$229.99	

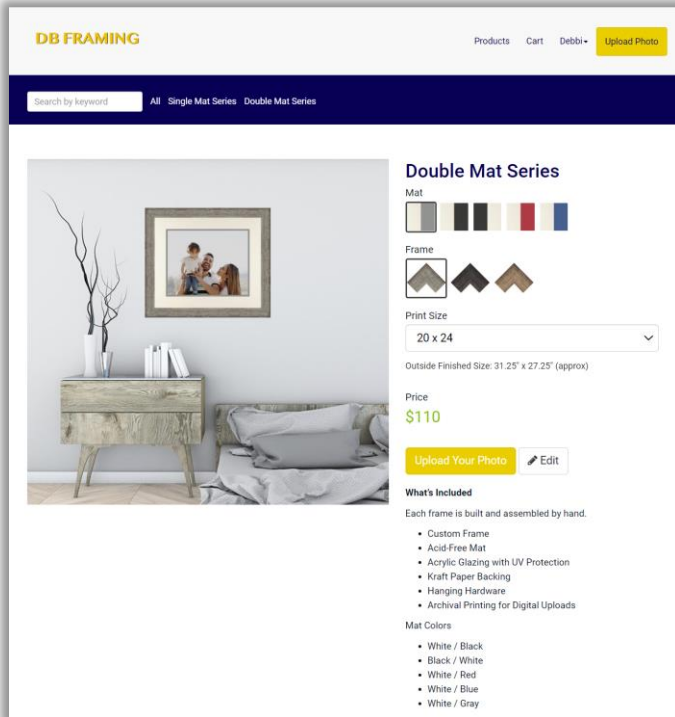
in  in  in  in  \$  Add

Product Status

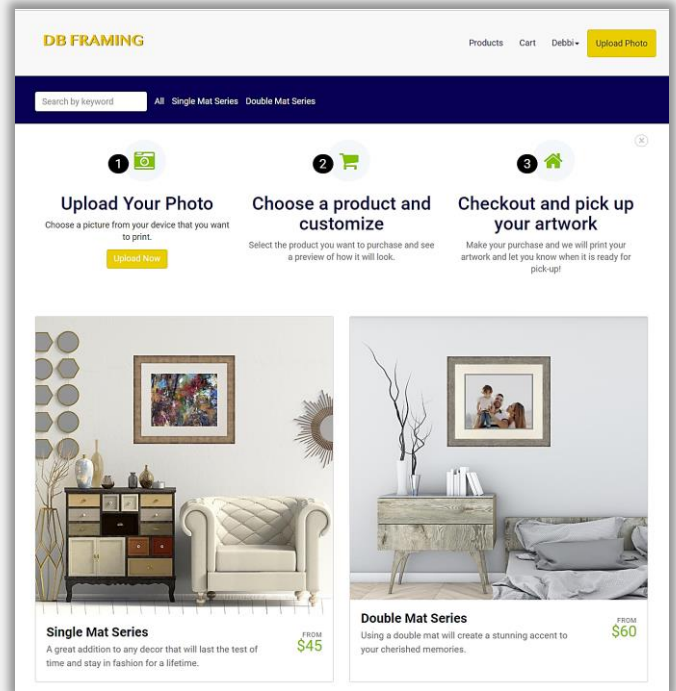
Draft  Published

Save Changes

Demo Example Image Below: View **Double Mat Series Product Page**.



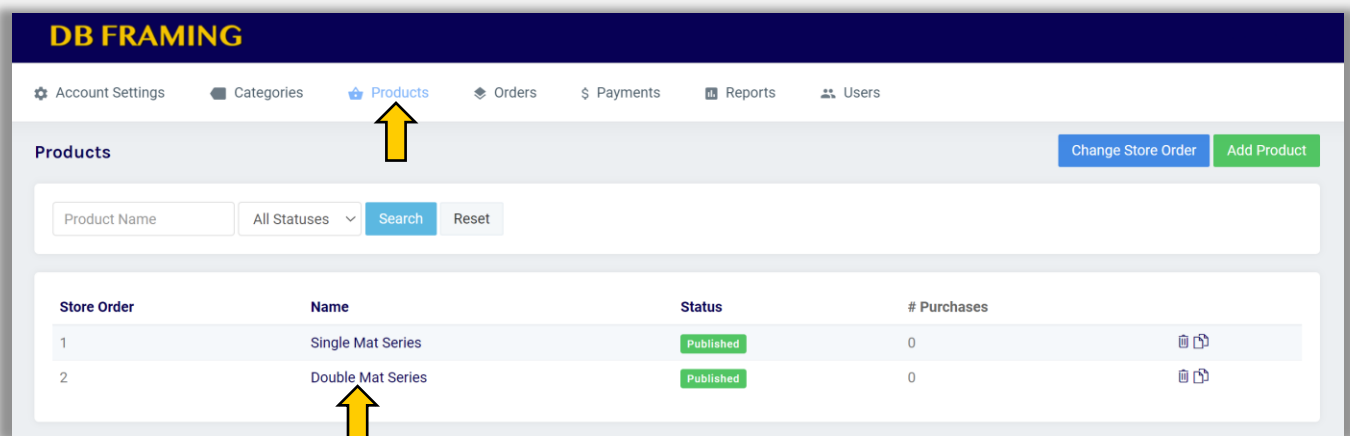
**Double Mat Series Product Page**



**Home Page Now Contains Both Categories: Single and Double Mat Series**

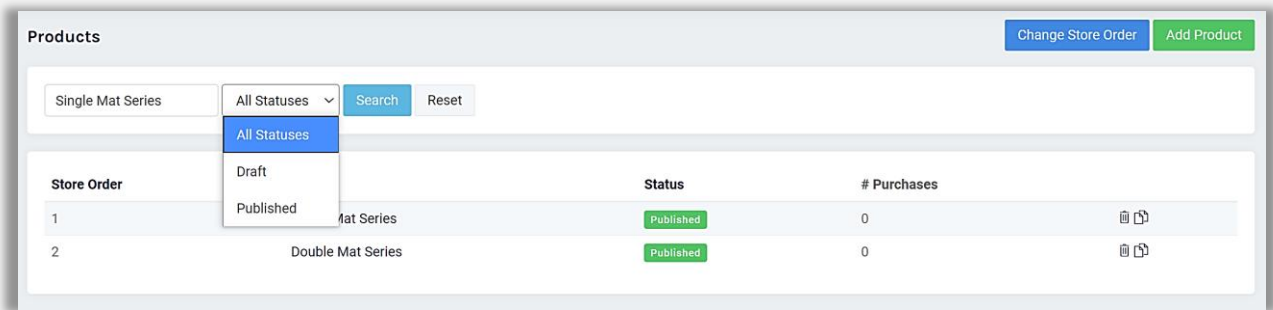
## Main Products Page

1. Select **Products** in the main header bar.
2. Both Product Categories that you created will list with their current **Status** (*Published or Draft*), **Number of Purchases**, and **Line Item Edit Options** (*Delete or Duplicate*).
3. To **View or Edit** Category Product Details. Touch/Click on **Category Name**. Demo Example: *Double Mat Series*.

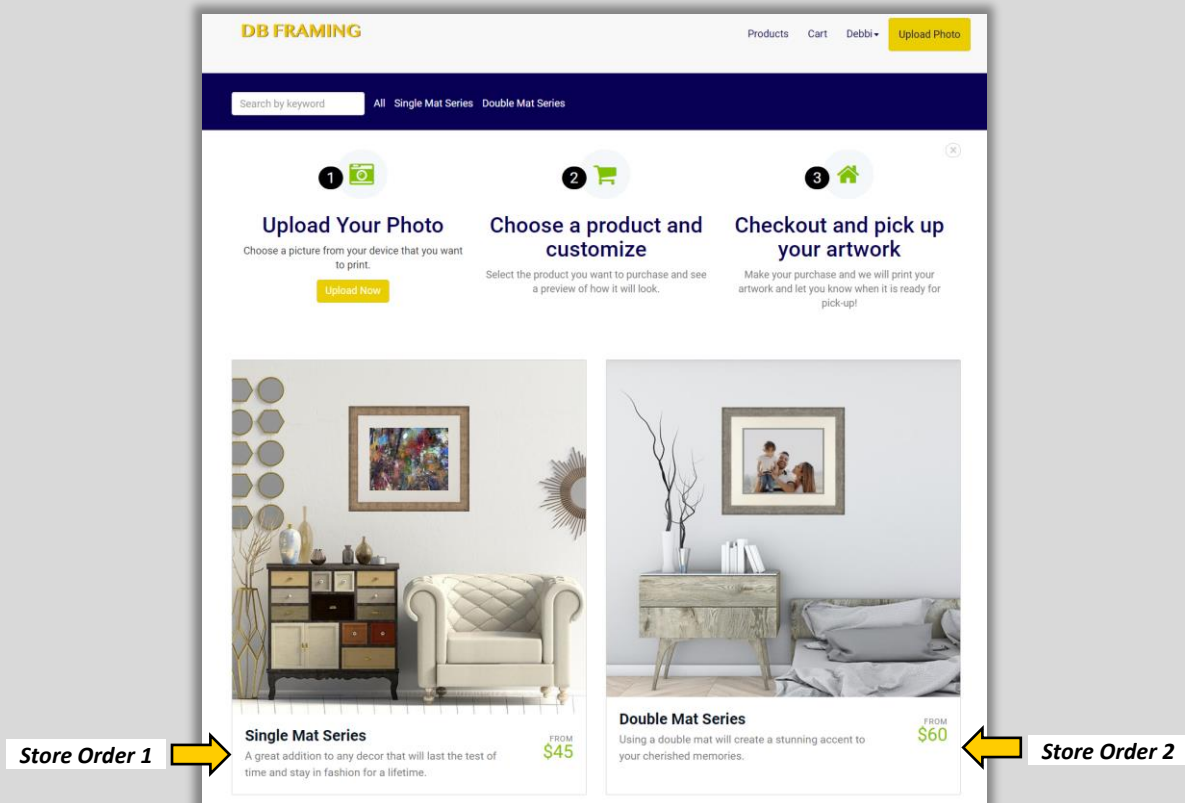


4. The **Product Details** page will open. **View or Update.**
  - a. **Edit Text** in the Product Name or Description fields.
  - b. **Select New** Environment, Sample Image or Product Category.
  - c. **Delete or Add** Frames, Mats, Sizes and Prices
  - d. **Rearrange Order** of Frames, Mats or Sizes.
  - e. **Save Changes.**

5. Search Product Categories. Type **Product Name** in field. Select **Status** in the drop-down list. Select **Search**. Select **Reset** for New Search.



6. **Change Store Order:** Rearrange order of product categories or subcategories to determine their placement on the website.  
*Demo Example Image: Currently the DB Framing website home page displays the Single Mat Series as the first (Left Side of Page) vignette since it sits in the first position on list. (Store Order1). The Double Mat Series displays on the Home page as the second (Right Side of Page) vignette since it sits in the second position on the list (Store Order 2). See image below.*



7. Select the blue **Change Store Order** button located upper right screen.

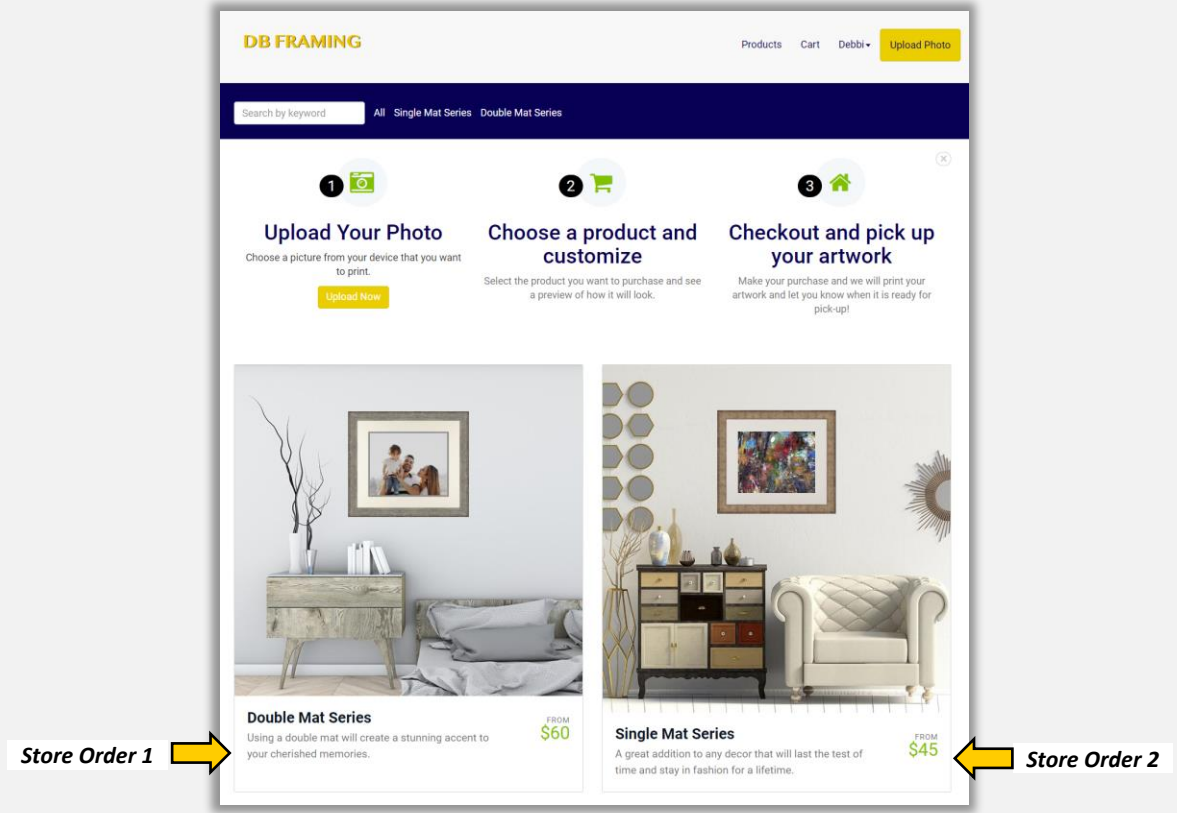
Change Store Order

8. Click/Touch and Drag the **Menu Icon** on the product category line item to the **Desired Position** in the list. Demo Example: Moved Double Mat Series to Store position number 1. Change will automatically be saved.

Reorder Products

Name	Status	# Purchases	
Double Mat Series	Published	0	☰ ↓ ↑
Single Mat Series	Published	0	☰ ↓ ↑

9. In the Demo Example Image below the Double Mat Series now displays as the first vignette (Left Side) and the Single Mat Series vignette now displays as the second vignette (Right Side) on the Home page.



**Coming Soon!**  
**Orders – Payments – Reports & Users Instructions!**