THE CROSS BORDER LISTING PROGRAM

IN PARTNERSHIP WITH WEBINTERPRET

DASHBOARD GUIDE

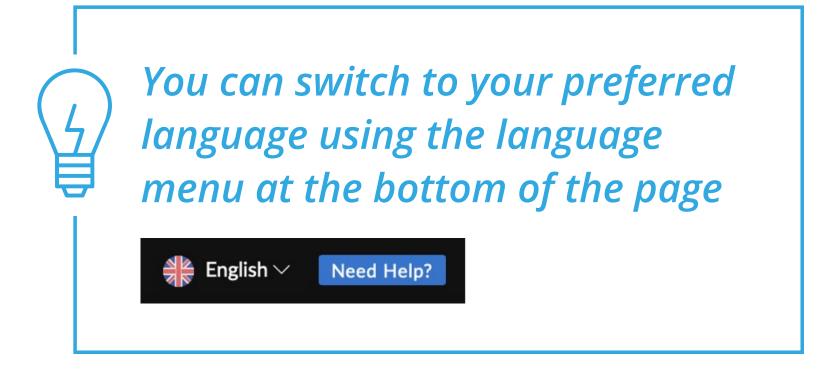
IN THIS GUIDE

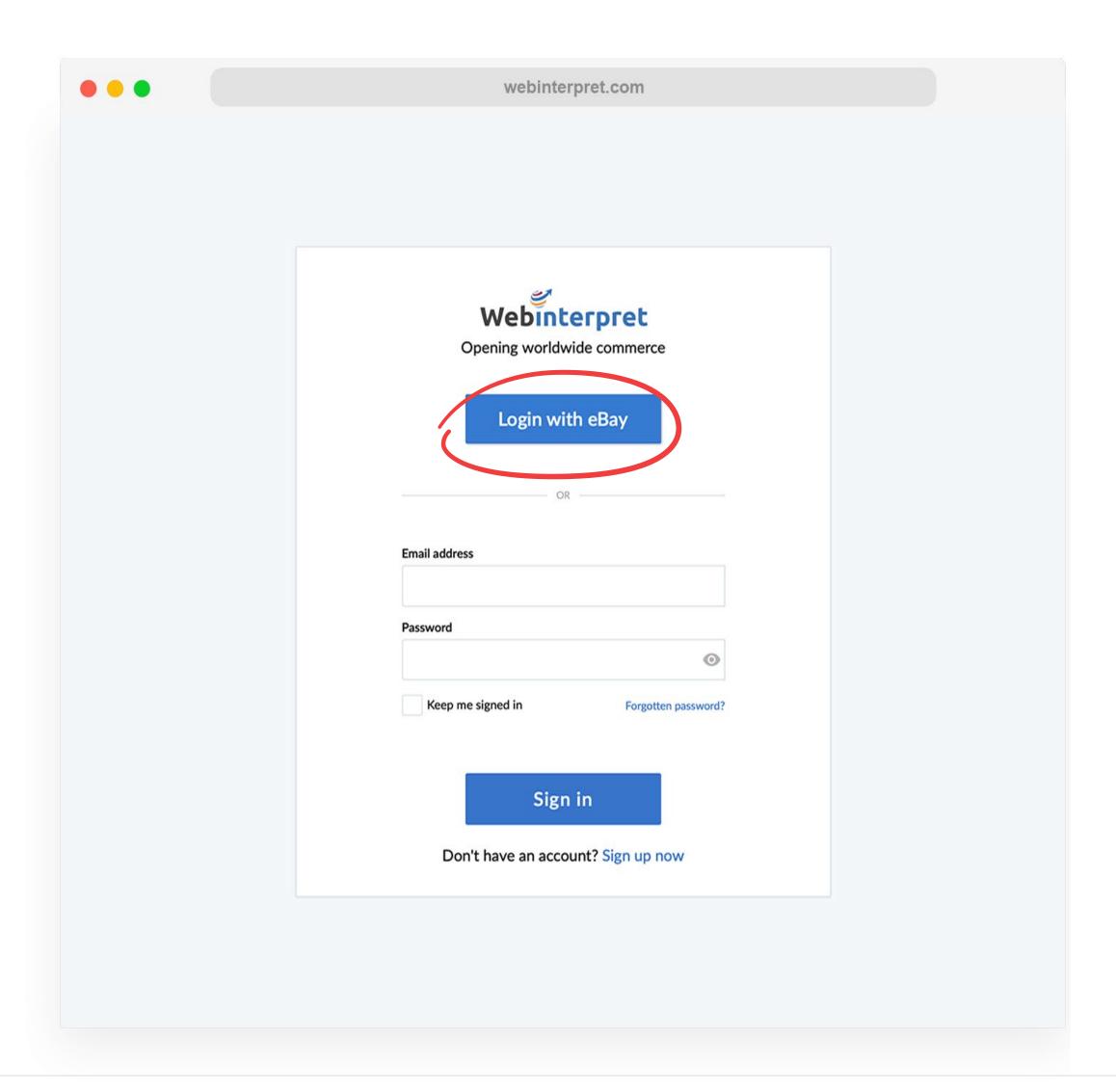
Logging in	
Dashboard at a glance	_
Connecting your eBay token	5
Reviewing your international listings	_
Blacklisting products	3
Managing translations	<u></u>
Adjusting international prices	(
Creating a shipping profile]
Additional Resources	2

LOGGING IN

To sign-up or log-in to your Webinterpret Dashboard:

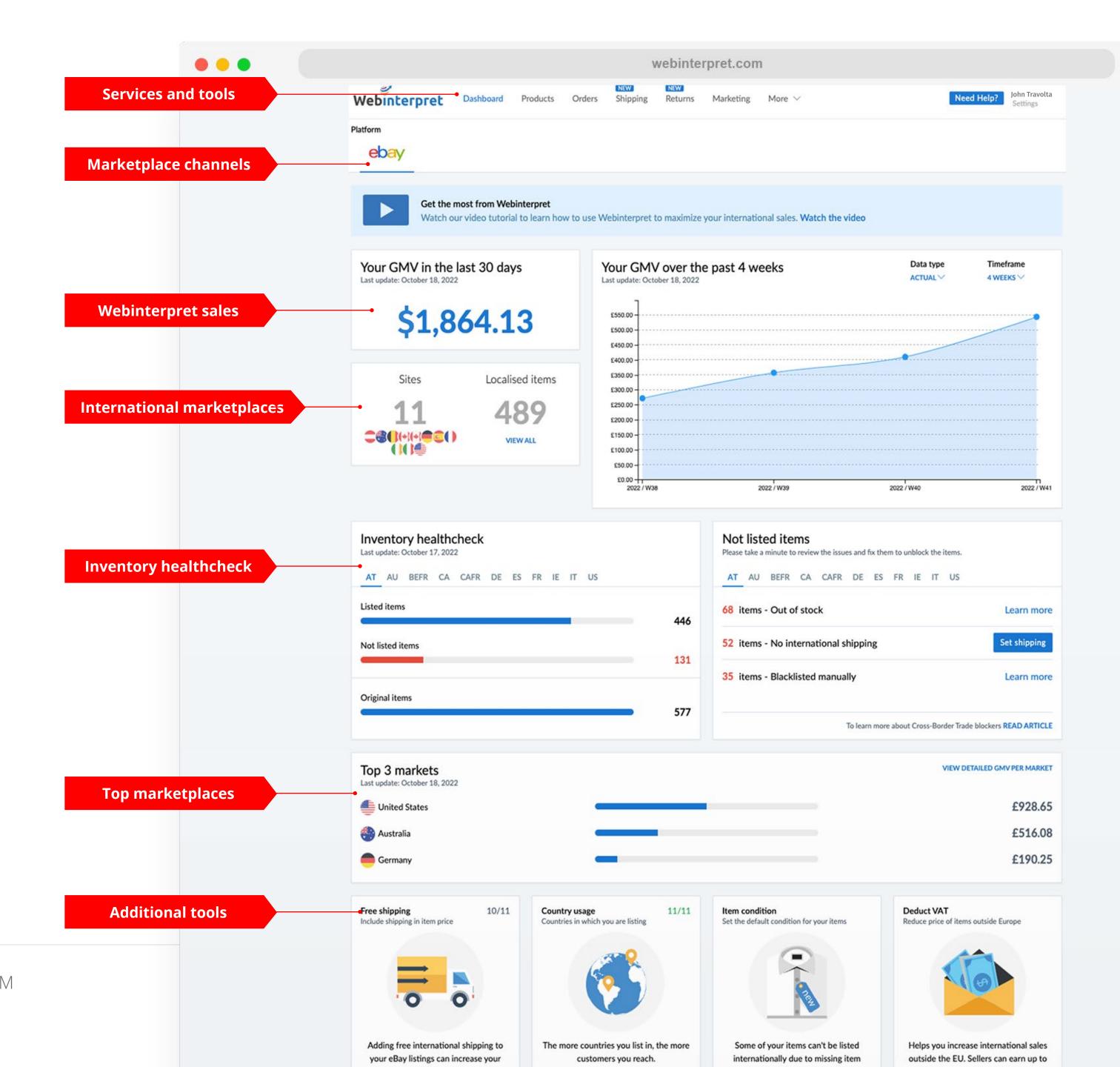
- 1. Visit https://app.webinterpret.com/login
- 2. Click Login with eBay
- 3. Log-in using your eBay account credentials







DASHBOARD AT A GLANCE



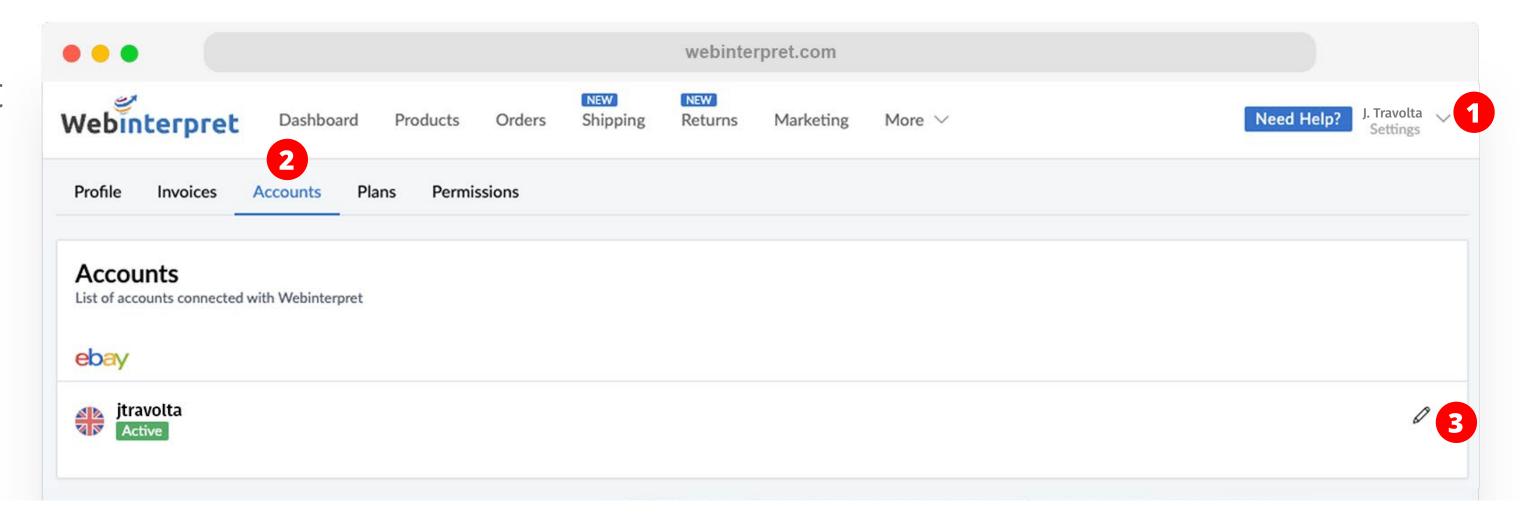
CONNECTING YOUR EBAY TOKEN

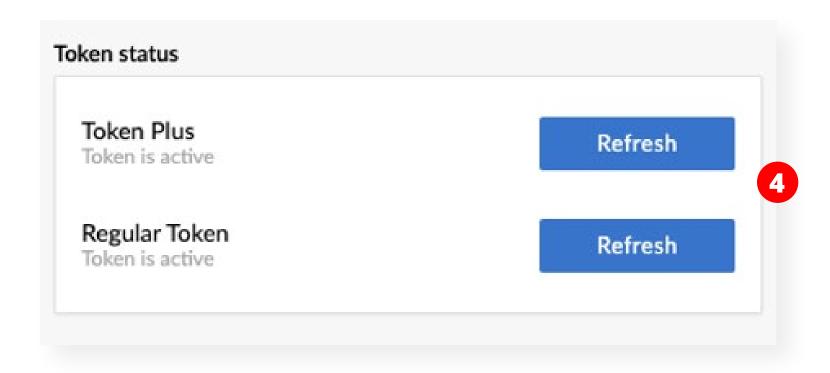
To synchronize your eBay account with Webinterpret, eBay uses what is called a token (an encrypted link) that enables communication between your eBay and Webinterpret accounts.

There are two tokens that must remain connected for active synchronization with eBay: *Regular Token* and *Token Plus*.

To connect your tokens:

- 1. Click on **Settings**
- 2. Click on Accounts
- 3. Click the edit icon
- 4. Click on **Refresh** and/or **Connect** beside each token







CONNECTING YOUR EBAY TOKEN

There may be occasions when your token connection expires.

This can occur when:

- Your eBay log-in credentials are reset
- Your eBay account name is changed
- The token connection has naturally expired after 6 months of inactivity in the Webinterpret Dashboard

Without an active token connection, Webinterpret cannot communicate with your eBay account and updates such as inventory, pricing or description changes will not be synchronized.

To reconnect your tokens, log-in to your Webinterpret Dashboard and follow the same steps from the previous page.

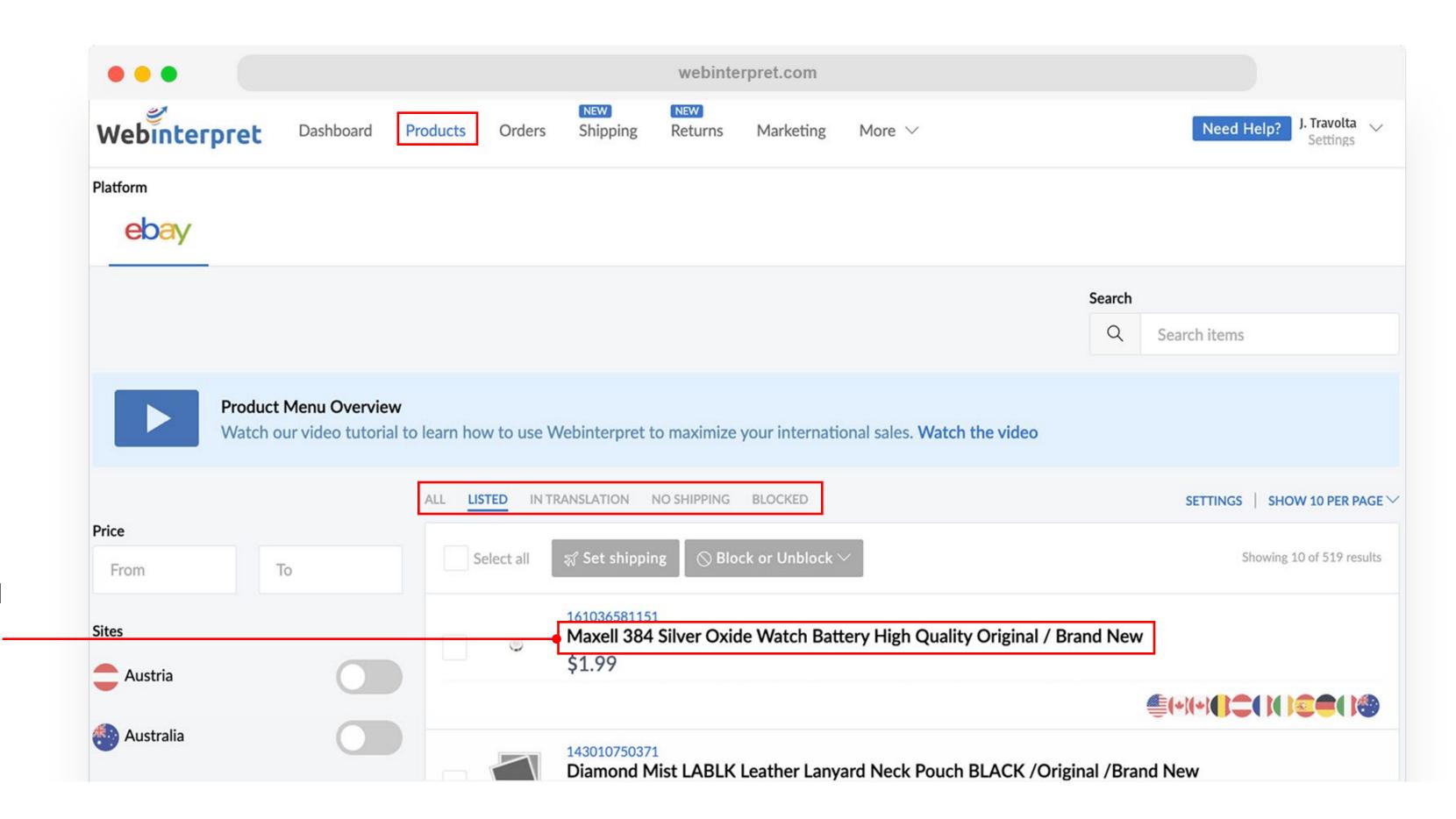


REVIEWING YOUR INTERNATIONAL LISTINGS

Under **Products**, you can filter your eBay listings by:

- LISTED
- IN TRANSLATION
- NO SHIPPING
- BLOCKED

Click on the title of the listing you wish to review in order to see its corresponding international listings.





BLACKLISTING PRODUCTS

There are 2 methods for removing products (blacklisting) from international marketplaces:

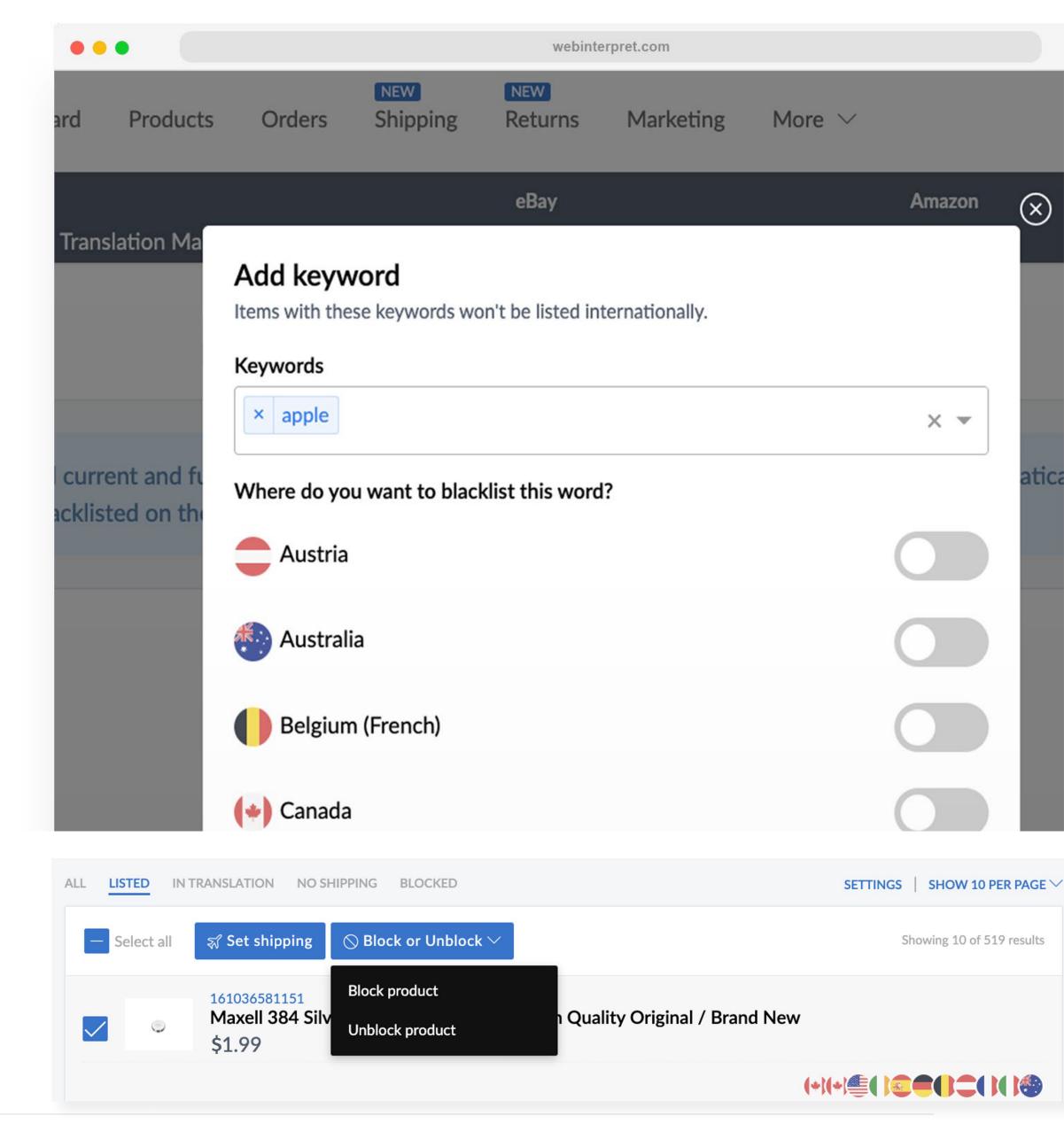
- Blacklisting by keyword
- Blacklisting by product

To blacklist by *keyword*:

- 1. Under More, select Blacklist
- 2. Click Add new terms
- 3. Enter the keywords found in product titles you do not want listed internationally, and select the marketplaces to blacklist the keyword(s) in

To blacklist by *product*:

- 1. Select the product under **Products**
- 2. Click Blocked or Unblock followed by Block product





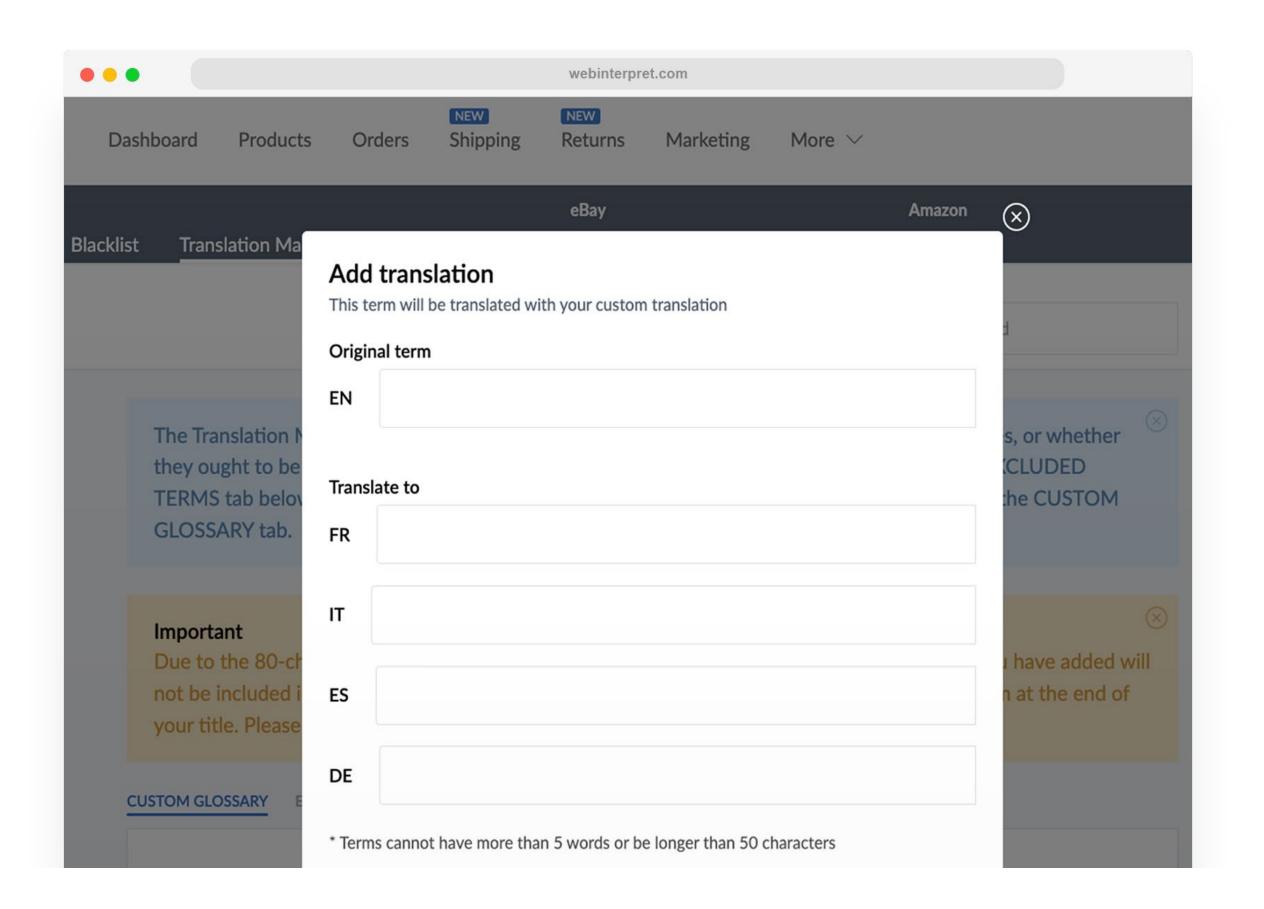
MANAGING TRANSLATIONS

The Translation Manager allows you to specify how terms should be translated on your localized listings.

To access the Translation Manager, go to **More** and select **Translation Manager**.

If you would like to provide your own custom translation for a term, add it in the CUSTOM GLOSSARY tab.

If you do not want a certain term to be translated, add it in the EXCLUDED TERMS tab.





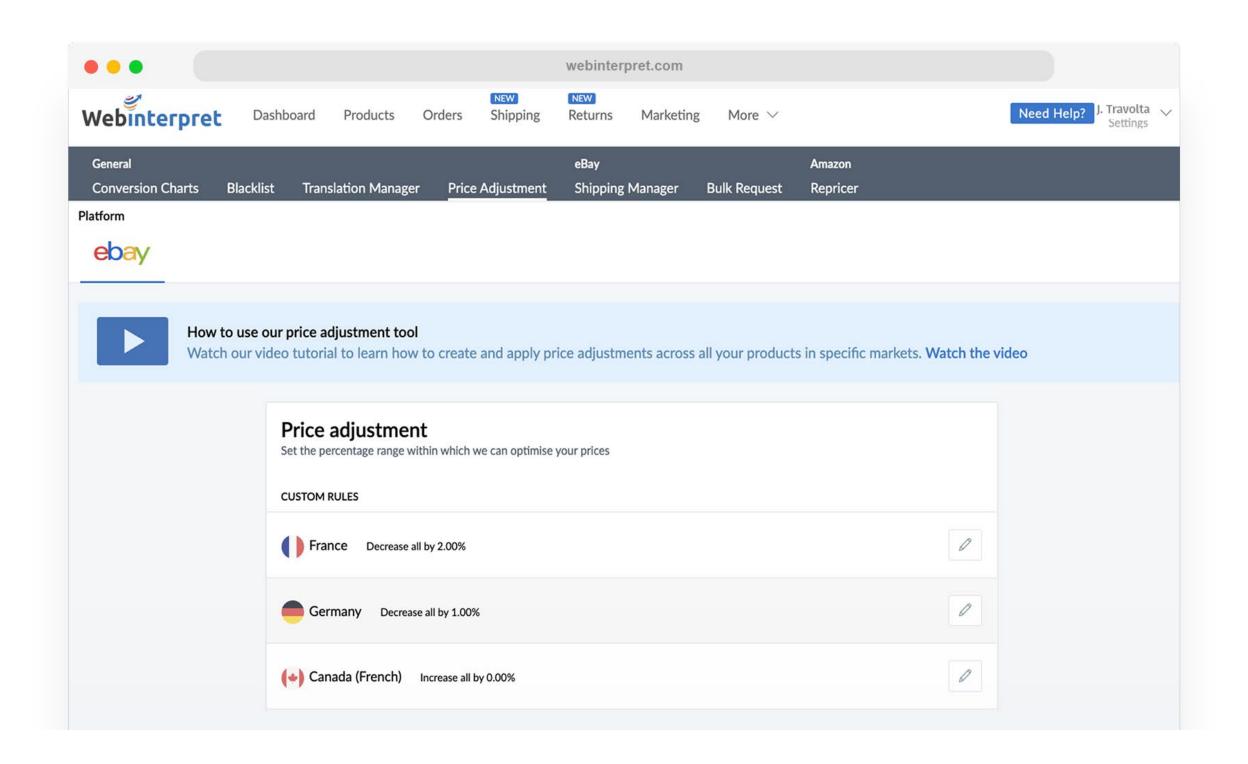
ADJUSTING INTERNATIONAL PRICES

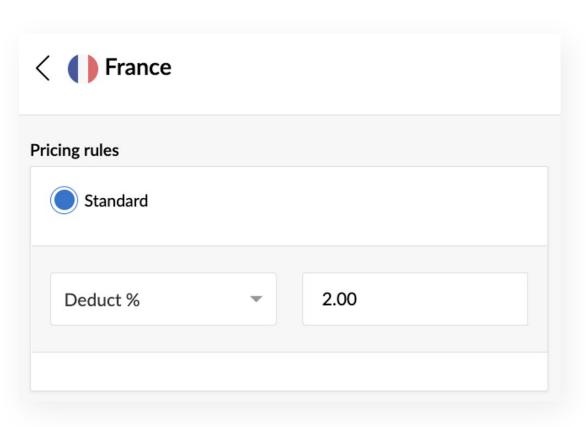
The Price Adjustment tool allows you to adjust the cost of your items on each international marketplace by a fixed percentage (%).

To access the Price Adjustment tool, go to More and select Price Adjustment.

To adjust your international prices:

- 1. Click the edit icon next to the international marketplace
- 2. Specify your percentage (%) increase or decrease amount







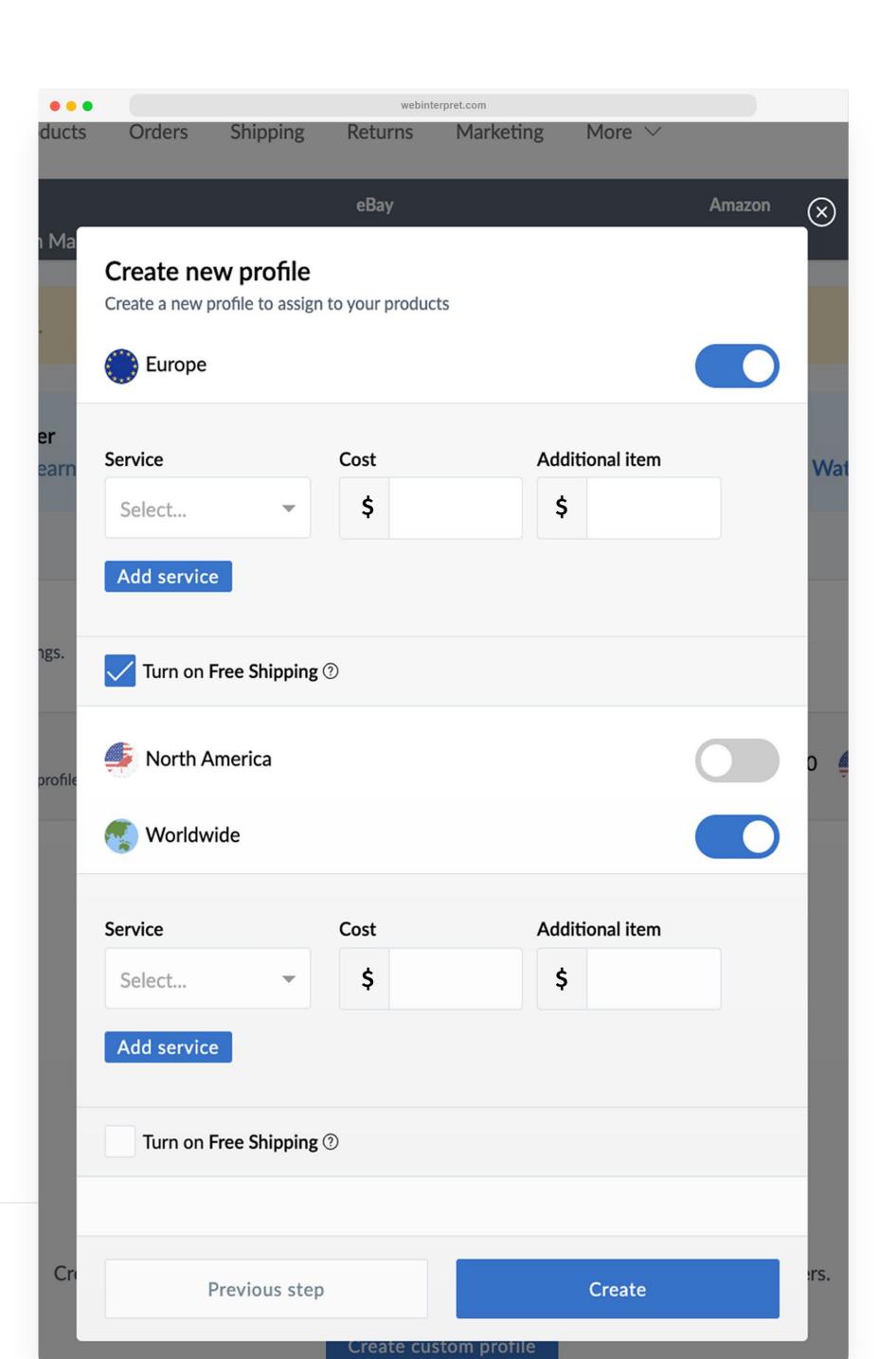
CREATING A SHIPPING PROFILE

The Shipping Manager allows you to set default and custom shipping profiles for your listings.

A default shipping profile is added to all listings without a specified shipping profile, or listings that do not have an international shipping option in eBay.

A custom shipping profile can be applied to specific listings.

To access the Shipping Manager, go to **More** and select **Shipping Manager**.



ADDITIONAL RESOURCES

Webinterpret Help Center
Official eBay Program Page

CONTACTING WEBINTERPRET

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