

## B2B Dashboard - USER MANUAL

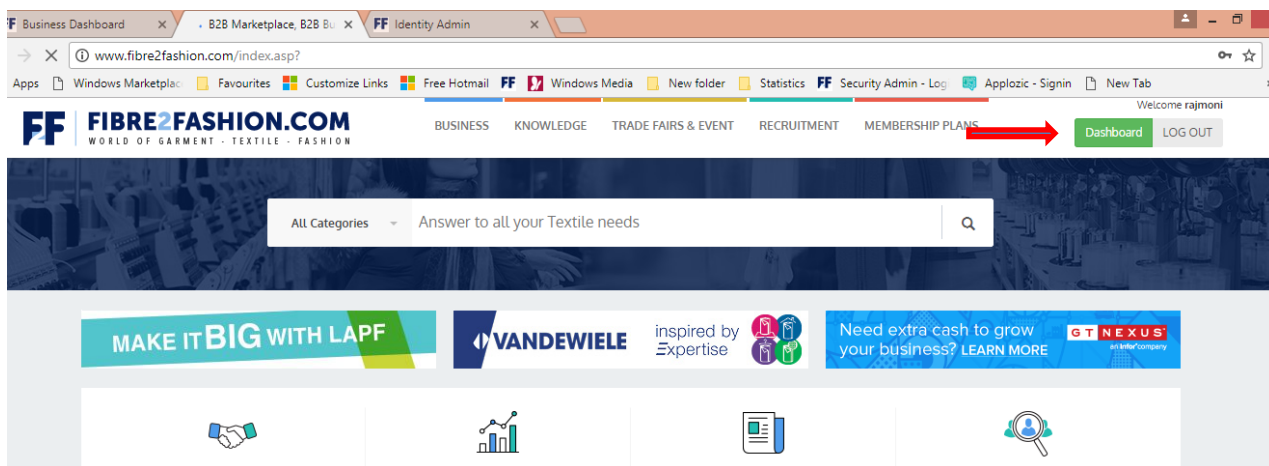
### INTRODUCING B2B DASHBOARD

B2B Dashboard is a powerful, easy-to-use utility for powering up your business and personalizing your experience. Besides having an intuitive and seamless interface, the dashboard will enable you to post leads, manage inquiries and set up trade match alerts. You can, therefore, increase the efficiency and effectiveness of your workflow and campaigns with your B2B dashboard.

### B2B DASHBOARD BASICS

#### Accessing B2B Dashboard

To access B2B Dashboard, you need to first register with Fibre2Fashion.com and create an account. After you log in, click on the **Dashboard** button as visible on the top right corner.



Both the basic members and the paid members can access the B2B Dashboard. However, basic members will have access to a limited set of features and data. By opting for the premium membership or corporate membership, you'll gain access to various features and all the data available on the dashboard.

#### B2B Dashboard Features

- Company Profile
- My Connections
- Post Your Lead
- Lead Manager
- Inquiry Management
- Favorite Products
- Trade Match
- F2F Newsletter
- F2F Magazine

## 1. COMPANY PROFILE

When you click on the tab **Company Profile**, it will open a page displaying information pertaining to your company. To build your business presence, make sure to complete your company profile and add your company logo. The company profile can comprise what your company does, its specialties and what makes it unique.

The screenshot shows the F2F Business Dashboard interface. At the top left is the F2F logo and 'FIBRE2FASHION.COM' with the tagline 'WORLD OF GARMENT - TEXTILE - FASHION'. The navigation bar includes 'Business Dashboard' and a user greeting 'Welcome Mr. Md. Shahidul Islam!'. The main content area is titled 'Rajmoni Apparels Private Limited' and shows a profile strength of 56%. The profile details include: Name: Rajmoni Apparels Private Limited, Location: Bangladesh, Main Business Area: Garment Manufacturer, and Profile Strength: 56%. The 'ABOUT' section describes the company as an apparel manufacturer and exporter. The 'COMPANY INFO' section lists: Name: Mr. Md. Shahidul Islam, Designation: Managing Director, and Nature of Business: -. A sidebar on the left contains navigation options like 'Company Profile', 'My Connections', 'Post Your Lead', 'Lead Management', 'Inquiry Management', 'Favorite Products', 'Trade Match', 'F2F NewsLetter', and 'F2F Magazine'.

To make edits, click on the **pen** icon. Doing so will allow you to make edits to three different sections namely:

- **Registration Details**
- **Company Details**
- **Additional Info**

You can also make these edits by clicking on **Edit Profile** under the **Welcome** tab. Don't forget to click the **Save** button once you're done with editing the information.

## 2. MY CONNECTIONS

Acting as your business phonebook, **My Connections** let's you save all your contacts. To add a new contact, click on the **plus** icon. Doing so will open up an **Add Contact** pop-up. Click on **Save** button after filling in the required fields.

**HION.COM** Business Dashboard Welcome Mr.

**ADD CONTACT**

Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Mobile: \_\_\_\_\_ Phone: \_\_\_\_\_

Country: --- Select Country --- State: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Url: \_\_\_\_\_

**SAVE**

You can also add contacts from your lead details page to **My Connection** by clicking on the **Add To My Connections** button.

Garment | Yarn | Fabric | **Home Textiles** | Clothing Accessory | Fibre & FeedStock | Dyes & Chemical | Leather & Footwear | Fashion Accessory | Machinery

Home Textiles / Kitchen Towel /

**Kitchen Towel : Printed Kitchen Towel**

Reference No : 18138607

Business Lead : **Selling Offer**

Our company is a trustworthy and a dependable supplier of **Printed Kitchen Towel**. Having a per-determined quality administration system, we are thoroughly betrothed in delivering Printed Kitchen Towel.

**CONTACT NOW** | **LEAVE MESSAGE**

MEMBER SINCE **1 YEAR**

**Skanthaguru Exports**  
Karur, India

Contact : Mr. Ganesh

Address : 50 J Kamarajapuram West , Karur , Tamil Nadu , India

Tel : 91-98430-54023

Mobile : 91-9843054023

Email : [karur@skanthanexports.com](mailto:karur@skanthanexports.com)

**Add To My Connections**

Vardhmān

Note: Basic members cannot add their contacts to **My Connections**.

### 3. POST YOUR LEAD

To post your lead as a buyer, follow the below-mentioned step-by-step posting process.

- Select the **Buyer** option to post your offers.
- Choose the right category and fill in the required information pertaining to the important fields, such as **Basic Information, Trade Information, Product Specification, and Price Information**.
- In the **Details Description** text box, enter product details related to its quality, application and any other specifications if required.

- Upload the product images by clicking on the **plus** icon. If you wish to delete an image, click the **bin** icon.

The screenshot shows the 'POST YOUR LEAD' interface on F2F Fashion. The user is logged in as Rajmoni Apparels Private Limited, a Premium Member from Bangladesh. The profile completion progress is 56%. The form is set for a Buyer and includes sections for Garment, Basic Information, Product Specification, Upload Image, and Detail Specification. The Upload Image section shows a file upload area with a plus icon and a trash icon.

- Under **Trade Information**, fill in all the required fields, including **RFQ, Quantity, Destination Port/Place, Valid Till, Days(s) Or, Date, and Preferred Place of Origin**. When submitting your RFQ, make sure to choose only one of the following file formats: **.pdf, .xls, .doc, .docx, .xlsx**
- Under **Price Information**, you can check the **Negotiable** checkbox if the deal can be negotiated or you can choose **Request For Best Price** from the supplier.
- Don't forget to click the **Save** button to save the posting.
- After verifying the information filled by you, our team will notify you through an email once your posting goes live.
- To post your leads as a supplier, select the **Seller** option and follow the above-mentioned process.

#### 4. LEAD MANAGEMENT

Under **Lead Management**, you'll be able to access information on all your leads under the various categories representing their exact status, such as **Approved, Pending, Rejected, Paused, Expired and Deleted**.

To avail more information regarding a particular lead, click on the **View Details** button. This section also gives you access to perform quite a few functions on your leads. You can choose to edit, delete and pause your lead by clicking on the respective icons such as the **pen icon, bin icon and the pause icon**.

The **Rejected** tab presents you with those leads that have been rejected by our B2B team along with their respective reason of disapproval. If you wish to delete a lead, you need to state the reason for doing so, and then those leads will appear under the **Deleted** tab.

## 5. INQUIRY MANAGEMENT

Through the inquiry management tab, you can send/receive inquiries, thereby availing further relevant information regarding the products.

**Rajmoni Apparels Private Limited**  
Bangladesh  
Premium Member

56%  
Almost there, complete your profile

- Company Profile
- My Connections
- Post Your Lead
- Lead Management
- Inquiry Management**
- Favorite Products
- Trade Match
- F2F NewsLetter
- F2F Magazine

INBOX SENT TRASH

79 Un-read Inquiries.

By Date

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You can also search specific information by typing the name of the company or product in the **Search Company/Product** field or by selecting a date from the drop-down menu, thereby tailoring your search results.

Note: As a basic member, you can respond to only five inquiries and engage in one-way communication once with those five inquiries.

## 6. FAVOURITE PRODUCTS

Clicking on the **Favourite Products** tab will present you with all the products you have selected as favourite.

The screenshot displays the user interface of the FIBRE2FASHION.COM Business Dashboard. At the top left, the logo 'FF FIBRE2FASHION.COM' is visible, along with the tagline 'WORLD OF GARMENT - TEXTILE - FASHION'. The user is logged in as 'Rajmoni Apparels Private Limited', a 'Premium Member' from Bangladesh. The dashboard shows a 'Business Dashboard' dropdown menu and a welcome message: 'Welcome Mr. Md. Shahidul Islam!'. The main content area is titled 'FAVORITE PRODUCTS' and features a grid of four product cards, each with a heart icon indicating it is a favorite. The products are: 1. Sports wear (S,M,L,XL,XXL) - Price on request. 2. Shorts (S,M,L,XL,XXL) - Price on request. 3. Track Suit / Jogging Suit (100% Po...) - Price on request. 4. Track Suit / Jogging Suit (S,M,L,X...) - Price on request. A sidebar on the left contains navigation options: Company Profile, My Connections, Post Your Lead, Lead Management, Inquiry Management, Favorite Products (highlighted), Trade Match, F2F NewsLetter, and F2F Magazine. A progress bar indicates 'Almost there, complete your profile' at 56%. The footer includes the copyright notice 'Copyright © 2017 - 2018 Fibre2Fashion Pvt. Ltd. All Rights Reserved.' and a chat icon.

To add more products to this section, click on the **plus** icon. Doing so will take you to the products page on the Fibre2Fashion website. If you like a product, you simply need to click on the **heart** icon and it will get added to your favourites.

## 7. TRADE MATCH

This section enables you to set up trade match alerts. To do so, click on the **plus** icon. If you want to set up an alert regarding buying offers, select **Buying Lead** and fill in the required fields pertaining to **Select Name, Subcategory, Import Region and Alert Name**. Make sure to click on **Save** button.

**Rajmoni Apparels Private Limited**  
Bangladesh  
Premium Member

**56%**  
Almost there, complete your profile

- Company Profile
- My Connections
- Post Your Lead
- Lead Management
- Inquiry Management
- Favorite Products
- Trade Match
- F2F NewsLetter
- F2F Magazine

### SETUP TRADE MATCH ALERT

Buying Lead     Selling Lead

  
    
    
 + 🗑️

   OR   

SAVE

← BACK

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If you want to set up an alert regarding selling offers, select **Selling Lead** and follow the above-mentioned process. You can also add contacts from your **Trade Matches** to **My Connection** by clicking on the **Add To My Connections** button.

**Rajmoni Apparels Private Limited**  
Bangladesh  
Premium Member

**56%**  
Almost there, complete your profile

- Company Profile
- My Connections
- Post Your Lead
- Lead Management
- Inquiry Management
- Favorite Products
- Trade Match
- F2F NewsLetter
- F2F Magazine

### MATCHING LEADS (CAPRI)

FILTER   
 + ADD   
 ← BACK

Product	City	Country	Price	Min Order	Date	
<input type="checkbox"/> S,M,L	Stockport	United Kingdom	On Request	500 Pieces	18 Oct 2017	👁️ 👤
<input type="checkbox"/> S,M,L,XL,XXL,Plus Si...	Saint-Laurent	Canada	On Request	2000 Pieces	18 Sep 2017	👁️ 👤
<input type="checkbox"/> S,M,L	Pipariya	India	On Request	1000 Pieces	21 Jun 2017	👁️ 👤
<input type="checkbox"/> XS,S,M,L,XL,XXL	San Marcos	United States Of America	On Request	3000 Pieces	31 May 2017	👁️ 👤
<input type="checkbox"/> S,M,L,XL	kolkata	India	On Request	100 Pieces	28 Jan 2017	👁️ 👤
<input type="checkbox"/> Cotton/Lycra(95/5), ...	Goa	India	On Request	500 Pieces	10 Jul 2014	👁️ 👤
<input type="checkbox"/> 98% Cotton / 2% Elas...	Pune	India	On Request	200 Pieces	19 Jun 2014	👁️ 👤
<input type="checkbox"/> 100% Cotton, PC, S-...	Mumbai	India	On Request	100 Pieces	24 Mar 2014	👁️ 👤
<input type="checkbox"/> 100% Cotton Fabric, ...	Surat	India	On Request	200 Pieces	05 Nov 2013	👁️ 👤
<input type="checkbox"/> Capri	Ningbo	China	On Request	-	19 Jul 2013	👁️ 👤
<input type="checkbox"/> Capri	Istanbul	Turkey	On Request	-	05 Jun 2013	👁️ 👤
<input type="checkbox"/> Capri	Dhaka	Bangladesh	On Request	-	30 May 2013	👁️ 👤
<input type="checkbox"/> Capri	Coimbatore	India	On Request	-	18 May 2013	👁️ 👤

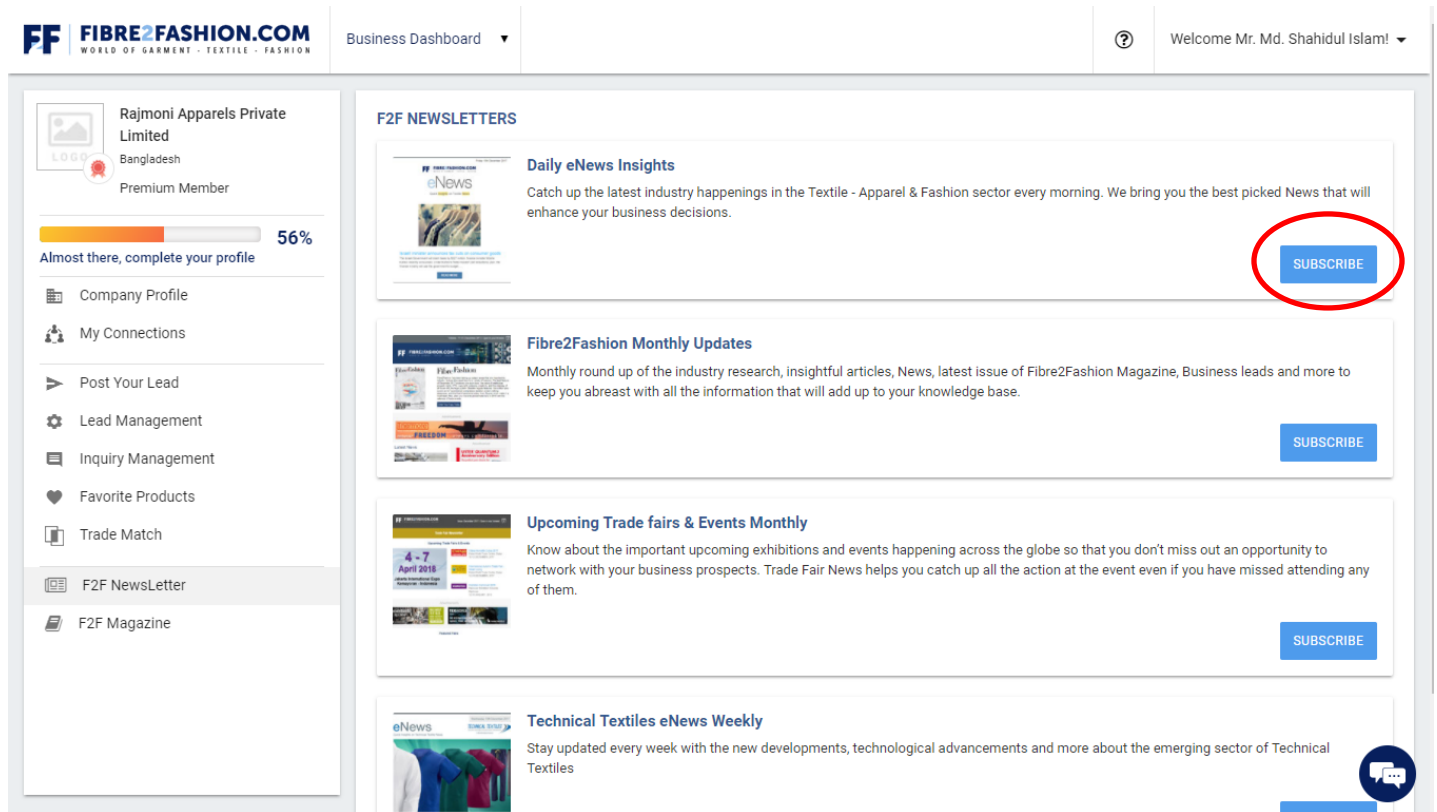
Both the basic members and paid members can set up to 10 trade match alerts, with 20 products per alert.



## 8. F2F NEWSLETTER

The **F2F Newsletter** section provides the user with a list of varied F2F newsletters, such as:

- **Daily eNews Insights**
- **Fibre2Fashion Monthly Updates**
- **Upcoming Trade Fairs & Events Monthly**
- **Technical Textiles eNews Weekly**




The screenshot shows a user dashboard for F2F Fashion. On the left is a sidebar with the user's profile: Rajmoni Apparels Private Limited, Bangladesh, Premium Member, and a 56% profile completion progress bar. Below the profile are menu items: Company Profile, My Connections, Post Your Lead, Lead Management, Inquiry Management, Favorite Products, Trade Match, F2F NewsLetter, and F2F Magazine. The main content area is titled 'F2F NEWSLETTERS' and lists four newsletters, each with a 'SUBSCRIBE' button. The 'Daily eNews Insights' button is circled in red. The newsletters are: Daily eNews Insights (catch up on industry happenings), Fibre2Fashion Monthly Updates (monthly round-up of research and news), Upcoming Trade fairs & Events Monthly (important exhibitions and events), and Technical Textiles eNews Weekly (weekly updates on technical textiles). A chat icon is visible in the bottom right corner.


To subscribe/unsubscribe to any of the aforementioned newsletters, you need to simply click on the **Subscribe/Unsubscribe** button.

## 9. F2F MAGAZINE

The **F2F MAGAZINE** tab will enable you to access various editions of F2F Magazine. With highly-authentic articles on subjects revolving around the textile and garments space, the magazine can help you keep up with the industry.

To subscribe to the magazine, click on the **Subscribe** button. To take a look at a previous edition, simply click on the respective image of the issue.

 **Rajmoni Apparels Private Limited**  
Bangladesh  
Premium Member

 **56%**  
Almost there, complete your profile

- Company Profile
- My Connections
- Post Your Lead
- Lead Management
- Inquiry Management
- Favorite Products
- Trade Match
- F2F NewsLetter
- F2F Magazine

**F2F MAGAZINE**



**DECEMBER 2017**

Fibre2Fashion has been taking up subject areas that are important to industry, but are discussed less for a variety of reasons. The lead feature of December 2017 explores one such topic: the issue of intellectual property rights (IPR), copyright violations, creativity, and the interplay of all those with the legal system. Besides regular features, this edition also covers an IoT-powered air compressor solution, smart clothing...

**FEATURING**

- ✓ LEAD FEATURE | INTELLECTUAL PROPERTY RIGHTS | STEAL WATERS RUN DEEP)
- ✓ CATEGORY WATCH | SMART CLOTHING | ANY COLD ZONE IS OUR MARKET)
- ✓ CATEGORY WATCH | SLEEPWEAR | STARTED DAGSMEJAN TO DISRUPT SLEEPWEAR MARKET)
- ✓ MACHINERY | ENERGY | AIR AS UTILITY, NOT AN EXPENSE)
- ✓ MADE IN INDIA | HANDLOOM | A BRAND OF MODESTY )

**SUBSCRIBE**


**PREVIOUS ISSUES**




To download the latest edition of the magazine, click on the button **Download Latest**. To avail a physical copy of the magazine, click on the button **Request For Dispatch**.

If you wish to advertise with us, click on the button **Book Your Space**.

Under the **Welcome** tab in the top right corner of the dashboard, you'll find four sub-categories, namely **My Services, Edit Profile, Change Password** and **Log Out**.

 **Rajmoni Apparels Private Limited**  
Bangladesh  
Premium Member

 **56%**  
Almost there, complete your profile

- Company Profile
- My Connections
- Post Your Lead
- Lead Management
- Inquiry Management
- Favorite Products
- Trade Match
- F2F NewsLetter
- F2F Magazine



**Rajmoni Apparels Private Limited**

Bangladesh

Main Business Area: Garment Manufacturer

Profile Strength : 56%

PROFILE

LOCATION

**ABOUT**

RAJMONI TRADE INTERNATIONAL is an Apparel Manufacturer and Exporter (100% Export oriented Garments Manufacturer and Exporter) and attributed member of Bangladesh Garments Manufacturer and Exporter Association (BGMEA). It's one of the leading Garments manufacturer, Exporter and recognized & accredited Buying house from Bangladesh. We are quality conscious and have technical experts at every end to gauge our production benchmarks and in time delivery. Also we have a close tie-up with almost 30 Small and Medium Enterprise in Garment production (woven and knit) for supplying all readymade Garments and reaching out our vast and global customer base. We assure of the highest quality, standard fashion according to your specific requirements. We are able to supply large demands and ensure the prompt supply of consignments complementing the time schedule issued by the client. We also assure our best co-operation and customer services at all time.

**COMPANY INFO**

- My Services
- Edit Profile
- Change Password
- Log out

Clicking on **My Services** will take you to the page displaying all the details pertaining to your membership and the services you've subscribed to.

The screenshot displays the 'Business Dashboard' for FIBRE2FASHION.COM. The user is identified as 'Rajmoni Apparels Private Limited' from Bangladesh, a Premium Member. The dashboard shows a profile completion progress of 56%. The 'MY SERVICES' section is highlighted, featuring a 'PREMIUM MEMBERSHIP' card with activation and expiry dates, and 134 days left for renewal. Below this are four service cards: 'CORPORATE MEMBERSHIP' (one-stop solution for branding, networking, research & recruitment), 'MARKET WATCH REPORTS' (price trends, insight, customized research information for all research needs), 'RECRUITMENT' (hire the apt talent for your organization), and 'COTTON REPORTS' (price trends, insight, customized research information for cotton yarn and fibre yarn). Each service card includes a 'SUBSCRIBE' button. The left sidebar lists various dashboard features like 'Company Profile', 'My Connections', 'Post Your Lead', 'Lead Management', 'Inquiry Management', 'Favorite Products', 'Trade Match', 'F2F NewsLetter', and 'F2F Magazine'.

Under **Business Dashboard**, you can choose to switch to **Recruitment** or **TexPro**, if you've subscribed to those services.

If you've any questions or need any further assistance, you can click on the **chat** button in the bottom right corner, which will enable you to get in touch with our B2B team or alternatively also send an email on [b2b@fibre2fashion.com](mailto:b2b@fibre2fashion.com).