# **Product Reviews 1.0**



- - Approve • Delete

This section will show how to enable product reviews on your website.

Go to: Catalog > Product Reviews in the administrative area.

P Orders	<b>#</b> → <u>C</u> :	stalog - Products reviews
	Cate	gories Collations Products reviews Brands Items in stock Restrictions
\$ Pricing	Pro	ducts reviews
Promotion	×A	pprove X Delete
Contents		Review
Catalog		Weird Shoes Very bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test otcommerce.com/finger?/ggg.php
		Omg! So cute!
🐸 Users		Very good!
Configuration		
Reports		

This section is intended for viewing and moderating product reviews left by customers using the "Product Reviews" form. This form is available on the item page of your website in the "Product Reviews" tab and accessible only to users registered in your store.

	Code 45814561296	Link to original	Name:	aliboy旗舰店
	Select a configu	iration:	Located in:	Quanzhou (Fujian Province
	Color		Responses:	20252
	Classification:		Positive:	100.00%
	Size:	35 🔻	K Add ve	ndor to favourites
and the second s	Status:	New	Rating:	00
195°	In stock:	183 PCs		
	The approximate total weight:	0.800 kg	Other items	
	Price per 1 piece:	<del>389.00 元</del> 89.00 元 <del>70.00 \$</del> 16.00 \$ <del>8 460.00 jpy</del> 1 935.00 jpy		
	Local delivery:	12.00 xù 3.00 \$ 262.00 jpy		ALIABOY
	Quantity:	1	LAP	🧼 🍼
	Selected configuration:	Size: 35 Color Classification: Female models black / red 008	All items of this	seller
2 🗵 🖏 🕥 🥥 👶 🔀	Features:	Tmall, Discount, Invoice, Showcase, Taobao, SellPromise		
	Total:	101.00 元 19.00 \$ 2 197.00 jpy		
	Add	to cart		
	K Add to favori	les		

By default a product review entered by a customer will be displayed immediately in the "Product Reviews" section.

### View

One can view all reviews entered by customers in the "Product Reviews" section.

Pro	ducts reviews			25 •
	Review	User	Created	Actions
	Weird Shoes Very bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test otcommerce.com/linger?iggg.php	yema	31.08.2015, 09:29	C - ×
	Orng! So cute!	shum	31.08.2015, 09:25	C* - ×
	Very good	shopper	31.08.2015, 09:24	C* - ×

In order to see a product for which the review is entered on your website one need to click on the "Go to Review" button in the "Actions" column.

	Review	User	Created	Actions
)	Weird Shoes Very bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test.otcommerce.com/finger?fggg.php	yema	31.08.2015, 09:29	() - ×
	Omg! So cute!	shum	31.08.2015, 09:25	Go to re
	Very good	shopper	31.08.2015, 09:24	2 - ×

## Moderation

You can moderate reviews individually or as a group.

#### Approve

In order to approve reviews individually one should take the following steps:

Click on the "Approve" button in the "Actions" column.

~/	Approve X Delete			25
	Review	User	Created	Actions
	Weird Shoes Very bad for your feet! Look at what supports your heel buy shoes in my shop! base-test otcommerce.com/linger? fggg php	yema	31.08.2015, 09:29	2 v x
	Omg! So cute!	shum	31.08.2015, 09:25	∠ × ×
	Very good!	shopper	<b>31.08.2015</b> , 09:24	♂ × ×

After a review is approved, it will be removed from the list.

Products reviews							
🗸 Ap	Approve X Delete 2						
	Review	User	Created	Actions			
	Weird Shoes Very bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test.otcommerce.com/finger? fggg.php	yema	31.08.2015, 09:29	C + x			
	Omgl So cutel	shum	<b>31.08.2015</b> , 09:25	✓ × ×			

In order to approve reviews as a group one should take the following steps:

1. Place the checkmark opposite the desired review.

Products reviews								
✓ A	Approve X Delete			25 🔻				
	Review	User	Created	Actions				
	Cool shoes	ymy	31.08.2015, 09:43	C* ¥ X				
	Weird Shoes Very bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test.otcommerce.com/finger? fggg.php	yema	31.08.2015, 09:29	C* ¥ X				
	Omg! So cute!	shum	31.08.2015, 09:25	C + X				

2. Or place a mark in the checkbox in the table header to select all reviews accessible for moderation.

Products reviews									
<b>~</b> /	pprove × Delete				25	T			
	Review	User	Created	Actio	ons				
	Cool shoes	ymy	<b>31.08.2015</b> , 09:43	Ľ	~ >	¢			
	Weird Shoes Very bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test.otcommerce.com/finger? fggg.php	yema	31.08.2015, 09:29	ß	~ >	¢			
	Omg! So cute!	shum	<b>31.08.2015</b> , 09:25	2	~ >	¢			

3. Once the review has been selected, it is highlighted in yellow.

Pr	oducts rev	riews					
×1	Approve X Delete					25	•
	Review		User	Created	Acti	ons	
	Cool shoes		ymy	<b>31.08.2015</b> , 09:43	ď	~	×
	Weird Shoes Very fggg.php	bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test.otcommerce.com/finger?	yema	<b>31.08.2015</b> , 09:29	Ľ	~	×
	Omgl So cutel		shum	31.08.2015, 09:25	ľ	~	×

4. Click the "Approve" button.

Image: Approve selected reviews       User       Created       Actions         Image: Approve selected reviews       User       Created       Actions         Image: Approve selected reviews       Vser       State       State         Image: Approve selected reviews       Vser       State <th>Pı</th> <th>oducts reviews</th> <th></th> <th></th> <th></th>	Pı	oducts reviews			
New Approve selected reviews     User     Created     Actions       Image: Cool shoes     Sol shoes     Smith Selected reviews     Image: Cool shoes     Image: Cool shoes	~	Approve X Delete			25 🔻
Image: Cool shoes       ymy       3.1.08.2015, 0.9.43       Image: Cool shoes         Image: Weird Shoes Very bad for your feet!! Look at what supports your heal buy shoes in my shop! base-test otcommerce.com/finger?       ymage: Shoe Shoe Shoe Shoe Shoe Shoe Shoe Shoe		Rev Approve selected reviews	User	Created	Actions
Weird Shoes Very bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test otcommerce.com/finger?       yem       31.08.2015, 09.29         Omg! So cute!       Omg! So cute!       yem       31.08.2015, 09.29       yem	V	Cool shoes	ymy	<b>31.08.2015</b> , 09:43	<b>♂</b> × ×
⊘ Omgl So cutel shum 31.08.2015, 09.25		Weird Shoes Very bad for your feet! Look at what supports your heel buy shoes in my shop! base-test otcommerce.com/finger? fggg.php	yema	<b>31.08.2015</b> , 09:29	Ľ ✓ X
	•	Omgl So cute!	shum	31.08.2015, 09:25	<b>♂ ×</b> ×

After doing so, reviews are perceived as processed and will be removed from the list.

### Delete

In order to delete reviews individually one should take the following steps:

Click on the "Delete" button in the "Actions" column.

✓ Approve X Delete					
	Review	User	Created	Actions	
	Cool shoes	ymy	<b>31.08.2015</b> , 09:43	2 4 3	
	Weird Shoes Very bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test.otcommerce.com/finger? fggg.php	yema	31.08.2015, 09:29	C • ×	
	Omg! So cute!	shum	<b>31.08.2015</b> , 09:25	C v ,	

A confirm screen will appear asking if you are sure you want to delete the selected review. Once you click "Delete" the review will be deleted.

tions	Products rouieus Branda Home in stock Bostiletions		
	Confirmation required	×	
evi	Are you sure you want to delete this review?		
lete	Delete	Cancel	er
		ym	ıy

In order to delete reviews as a group one should take the following steps:

1. Place the checkmark beside a desired review.

Produ	icts reviews			
✓ Approv	e × Delete			25 •
Revi	ew	User	Created	Actions
Cool	shoes	ymy	31.08.2015, 09:43	C 🗸 X
Weir fggg	d Shoes Very bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test.otcommerce.com/finger? php	yema	31.08.2015, 09:29	C 🗸 X
🔲 Omg	! So cute!	shum	<b>31.08.2015</b> , 09:25	C 🗸 X

2. Or place a mark in the checkbox in the table header to select all reviews accessible for moderation.

Pro	oducts reviews			
× /	Approve × Delete			25
	Review	User	Created	Actions
	Cool shoes	ymy	<b>31.08.2015</b> , 09:43	2 v x
	Weird Shoes Very bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test.otcommerce.com/finger? fggg.php	yema	31.08.2015, 09:29	C 🗸 X
	Omgl So cutel	shum	<b>31.08.2015</b> , 09:25	2 v x

3. Once the review has been selected, it is highlighted in yellow.

Pr	oducts rev	riews					
~	Approve X Delete					25	•
	Review		User	Created	Actio	ons	
۲	Cool shoes		ymy	<b>31.08.2015</b> , 09:43	C	~ >	×
	Weird Shoes Very fggg.php	bad for your feet!! Look at what supports your heel buy shoes in my shop! base-test.otcommerce.com/finger?	yema	<b>31.08.2015</b> , 09:29	Ľ	× >	×
	Omgl So cutel		shum	31.08.2015, 09:25	C	~ >	×

4. Click the "Delete" button.

Pro	Products reviews				
<b>~</b> /	✓ Approve × Delete				
	Review Derete selected reviews	User	Created	Actions	
•	Cool shoes	ymy	<b>31.08.2015</b> , 09:43	₿ ¥ ¥	
	Weird Shoes Very bad for your feet! Look at what supports your heel buy shoes in my shop! base-test otcommerce com/finger? fggg.php	yema	<b>31.08.2015</b> , 09:29		
•	Omg! So cute!	shum	31.08.2015, 09:25	<b>₫ ×</b> ×	

5. A confirm screen will appear asking if you are sure you want to delete the selected reviews. Once you click "Delete" the reviews will be deleted.

ons -	Producte reviewe Brands Itoms in stock Dostrictions	
	Confirmation required	×
V	Are you sure you want to delete selected reviews?	
	Delete	Cancel

After doing so, reviews are perceived as processed and will be removed from the list.