



HOW THE COMPANY PROFILE WORKS

INTRODUCTION

The company profile is an additional value add that PIL use to help market your business and business offerings.

Similar to many websites it is done in html however, it is built with a wizard and requires very little additional user interaction, unless, the user requires additional specialised information, for this we added additional HTML editors.

WHAT ARE THE USES OF HAVING A COMPANY PROFILE IN HTML.

1. PIL automatically generates the url (hyperlink) that can be added to your company's website, linked to a button or even added to the navigation bar.
2. By copying the url, it can also be added to signatures on the email for quick user perusal.
3. Unlike standard website, company profiles similar to PIL's catalog, get right to the point and advertise what your business does. It immediately presents your business offerings under each category.
4. The category headings/names now become the side menu for quick navigation.
5. You can add in additional info with the HTML editors.
6. You can build the HTML editor from scratch and change it any time you like.

HOW TO GENERATE THE PROFILE

To generate the profile, you need to tell PIL Mobi what you want displayed on the profile, and these are the steps that don't necessarily need to be in any specific order:

Please Note: Due to the size of some of the registers, they were split, therefore, the main entries are done in several different screens.

Agent Settings

Login to your agency menu.

From the main tree menu click on the AGENCY MENU.

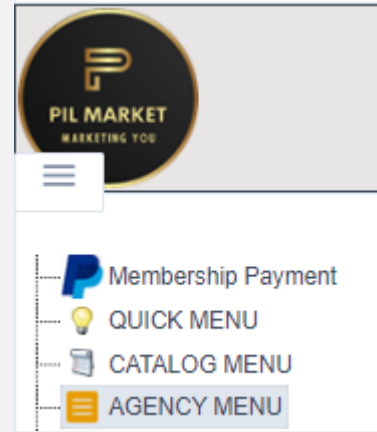


Figure 1

Within the AGENCY MENU, select General Entries, then select the Agent Settings.

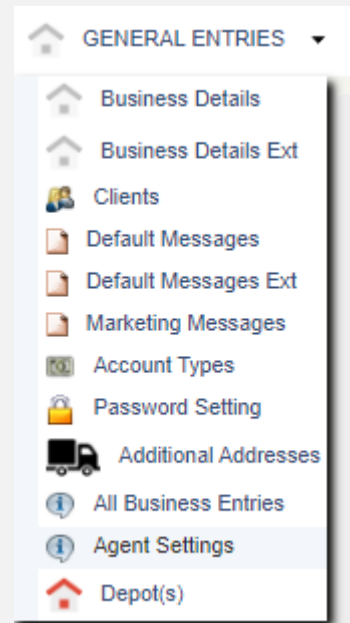


Figure 2

Once the Agent Settings form is open, click on the Profile Settings block to expand it.

1. Set the profile back color or;
2. Add the profile back image.
3. Tick the Add Back Color To Profile or;
4. Tick the Add Back Image To Profile.

The screenshot shows the 'Profile Settings' form with the following sections:

- Profile Backcolor:** A text input field containing '#d7dbde' and a color selection icon. Below it, the text reads 'Business profile background color.'
- Profile Back Image Url:** A preview of a blue-tinted image labeled 'Back2.jpg' with a 'Delete' checkbox below it.
- Upload Area:** A dashed box containing the text 'Click to upload or drag a file and drop it here' with a small icon above it.
- Profile Back Image Url:** A text input field containing 'https://pilmobi.com/_lib/file/img/Agent_5000/5/Back2.jpg' and a 'visit' button to its right.
- Do Not Overwrite Profile Url:** A toggle switch that is currently turned off. Below it, the text reads 'To keep the current url, tick as true.'
- Add Backcolor To Profile:** A toggle switch that is currently turned on. Below it, the text reads 'Use the background color only.'
- Add Back Image To Profile:** A toggle switch that is currently turned off. Below it, the text reads 'Use the background image only.'
- Profile Side Navbar Color:** A text input field containing '#e4fa82' and a color selection icon. Below it, the text reads 'Set the color for the company profile side navbar.'

Figure 3

Agent Business Entries

Within the Agency screens, make sure the following has been entered:

- As much of your agency details that you can enter.
- Agents name must be entered.
- Agent logo must be added with the image sizes.
- Add the Favicon, try and add all the images, even if it is the same images.
- Meta description should also be added.
- Add your physical address and tick show physical address if you want it to be added to the profile.
- Sales email and phone number.
- Add your social media Url's (hyperlink).
- If you have another electronic company profile document, you can upload it and link it to the profile.
- If you want more added to your profile, there is an additional HTML editor called the Company Profile HTML.
- If you tick as true, Add Profile Document, it will add it to PIL's auto generated website as a button.

- If you tick as true, Add Profile At Top, it will add the button at the top of the web page.

Most of the agency screens have the Generate Profile added to their toolbar menu. You can click on it and check to see how it looks at any time, however, best to complete the selections before doing so.

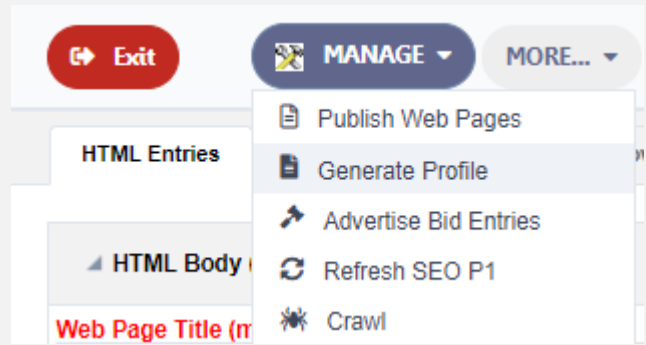


Figure 4

The category and catalog

To build the profile really quickly we have made it really easy for you to decide what categories you want and, what entries in the catalog per category you want.

The Category

Either click on the CATALOG MENU, or go to the quick menu as displayed below.

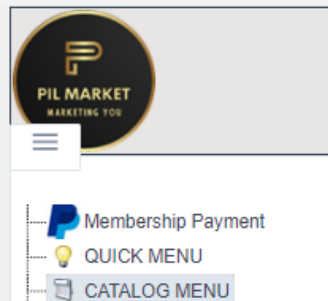


Figure 5

From the CATALOG MENU, you can click on the Catalog – Main View or, the Catalog – Portrait View.

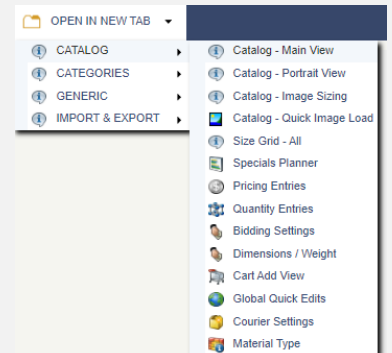


Figure 6

Instead of opening the catalog menu, you can open up any one of the category views from the QUICK ACCESS MENU.

Either click on the Categories Portrait Grid View or the Categories Landscape View.

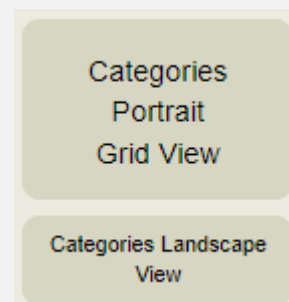


Figure 7

No matter which category screen you open, to add entries to the profile is the same.

If you only want certain items added, then on the left, tick alongside the entries, you have to do one page at a time using the selection method. Then from the top toolbar click on the MANAGE & ADVERTISE button. From the drop-down menu, either click on Add To Profile – Selected, that adds only the ticked entries, or, click on the Add To Profile – All.

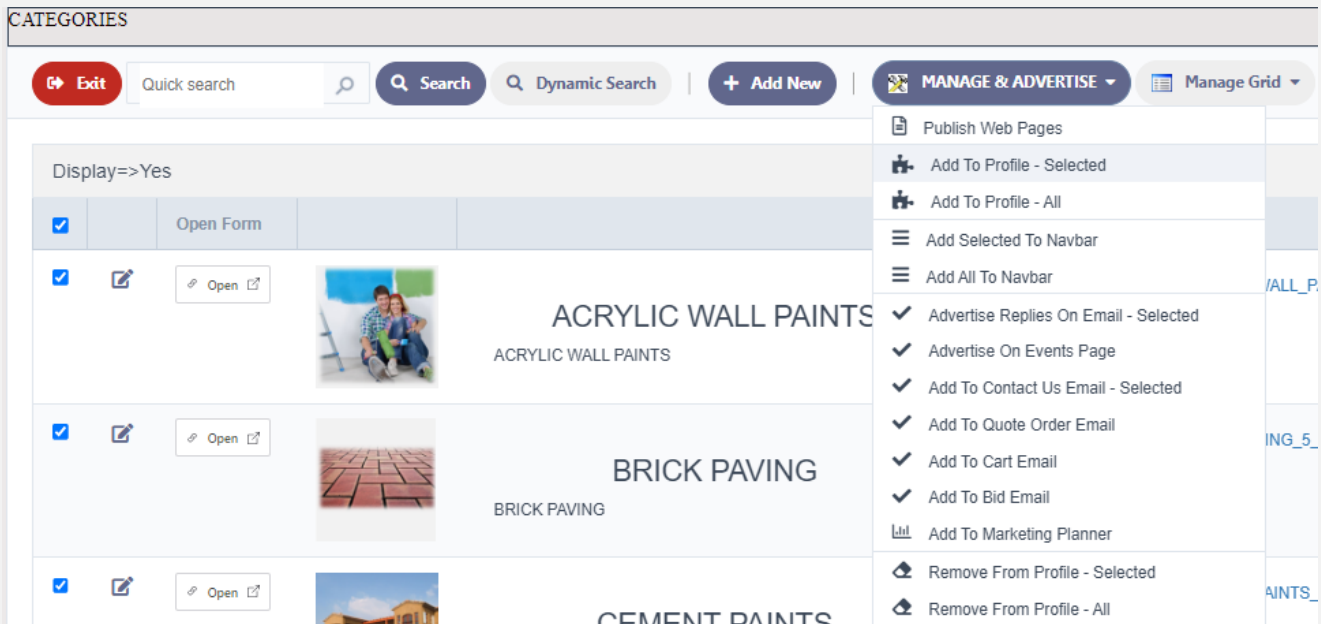


Figure 8

The Catalog

Similar to the categories, you can now select what you want added to your profile, or add them all.

Either click on the CATALOG MENU, or go to the quick menu as displayed below.

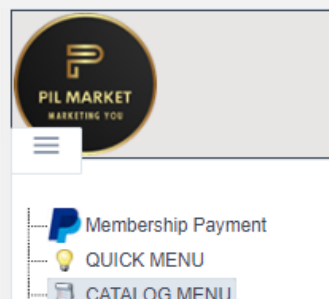


Figure 9

Instead of opening the catalog menu, you can open up any one of the catalog views from the QUICK ACCESS MENU.

Either click on the Catalog Portrait Grid View or the Categories Landscape View.

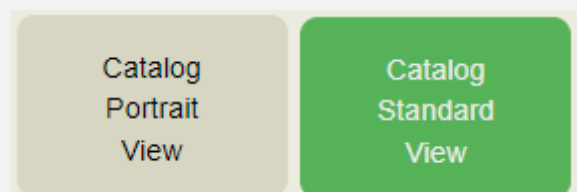


Figure 10

No matter which catalog screen you open, to add entries to the profile is the same.

If you only want certain items added, then on the left, tick alongside the entries, you have to do one page at a time using the selection method. Then from the top toolbar click on the MANAGE ENTRIES button. From the drop-down menu, either click on Add To Profile – Selected, that adds only the ticked entries, or, click on the Add To Profile – All.

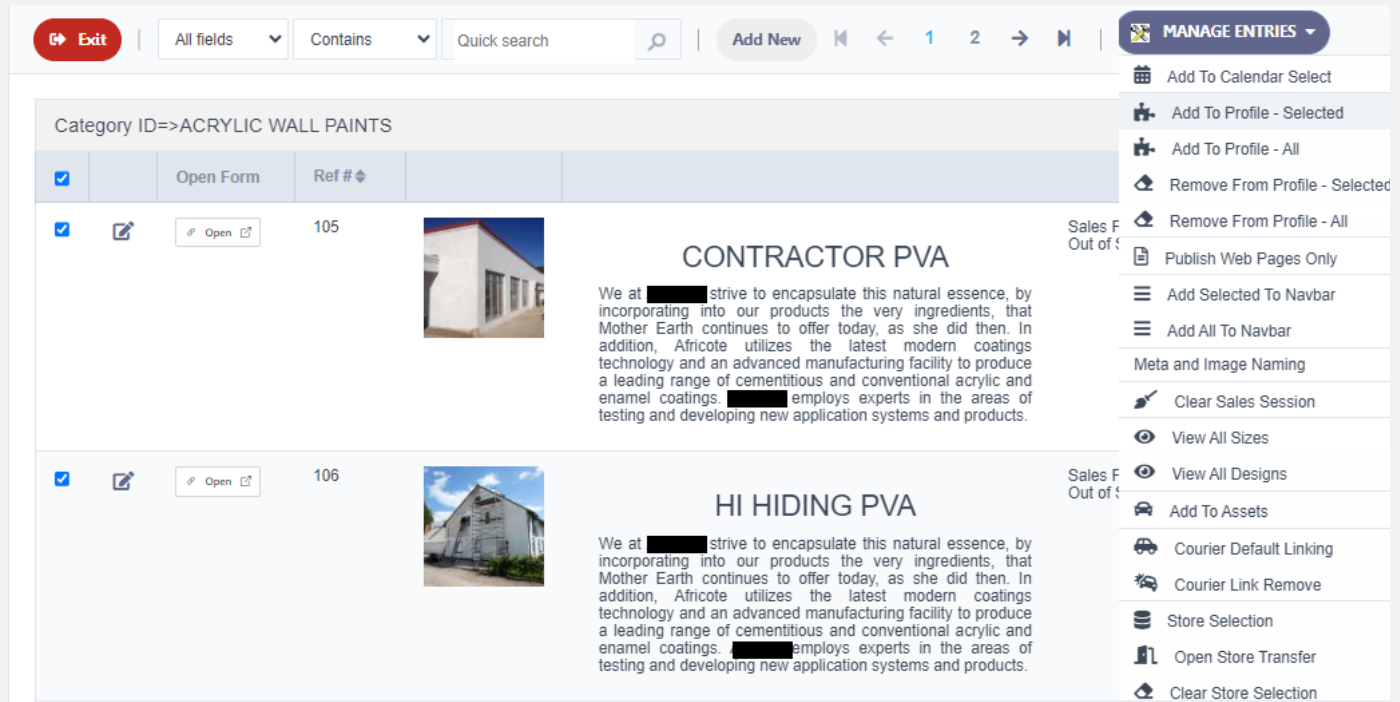


Figure 11

Add more to your company profile

From the AGENT MENU click on the ADVANCED ENTRIES menu, from the drop-down menu select the HTML Editor.

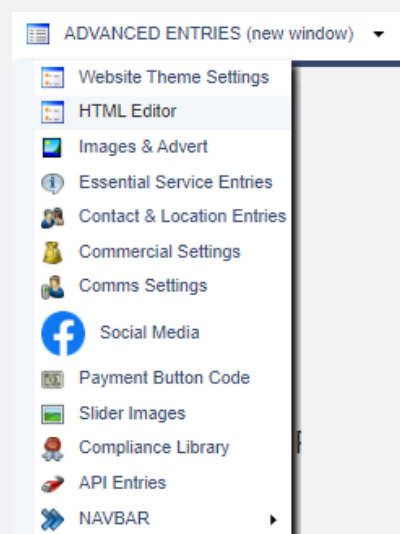


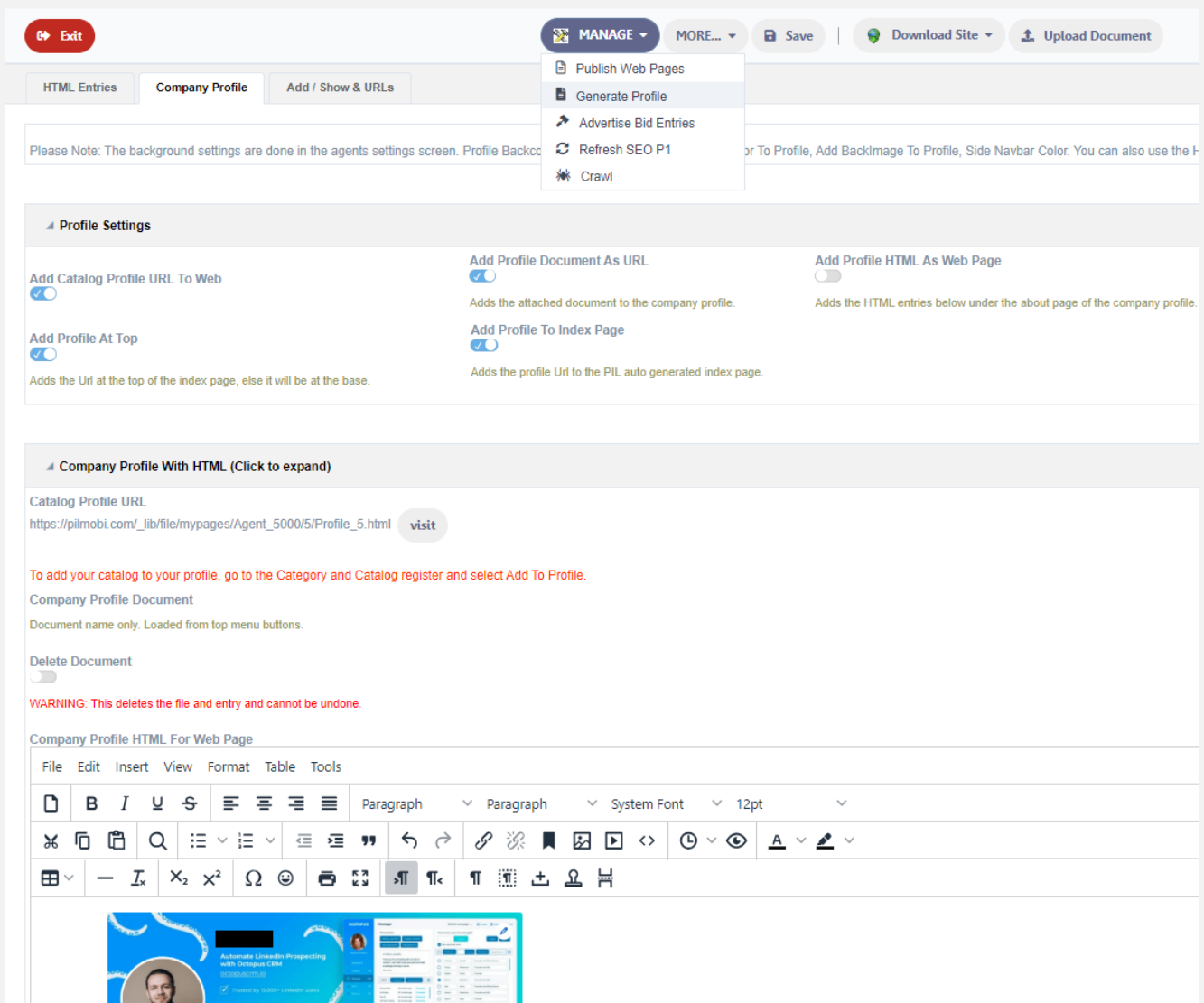


Figure 12

Back to the agent menu

From the HTML Editor, you can do a lot for your website and for your profile. We are only worried about the profile for now, therefore, click on the page called Company Profile.

Within the HTML editor, you can expand it  and build whatever you require to be added to your profile. Click  again to collapse it and click save. As soon as the profile sees that there is info in the HTML editor, it will automatically add it. The profile is added to the webpage as a button, usually at the base of the web page, however, if you tick Add Profile At Top, it will move the button to the top of the web page just under the heading. If you are done, you can click on the Generate Profile from the top toolbar menu after you have saved. It will echo your profile on the screen, just scroll to the bottom and click Ok to come back to this screen. Now you can copy the Catalog Profile URL to wherever you want it, maybe even to the navbar menu, or your email signature.



The screenshot displays the HTML Editor interface. At the top, there is a toolbar with buttons for 'Exit', 'MANAGE', 'MORE...', 'Save', 'Download Site', and 'Upload Document'. Below the toolbar, the 'Company Profile' tab is active, showing a 'Please Note' message and a 'MANAGE' dropdown menu with options: 'Publish Web Pages', 'Generate Profile', 'Advertise Bid Entries', 'Refresh SEO P1', and 'Crawl'. The main content area is divided into sections: 'Profile Settings' with toggle switches for 'Add Catalog Profile URL To Web', 'Add Profile At Top', 'Add Profile Document As URL', 'Add Profile To Index Page', and 'Add Profile HTML As Web Page'; 'Company Profile With HTML (Click to expand)' showing a 'Catalog Profile URL' with a 'visit' button and instructions; and 'Company Profile HTML For Web Page' with a rich text editor toolbar and a preview of a profile page.

Figure 13

HTML Editor – For an addition should there be a need for one.

An added function to give you the client more flexibility, was to add the ability of building as many HTML pages as you want and adding them to your company profile.

Click on the HTML Page Generator (“Ext” means it opens in another tab).

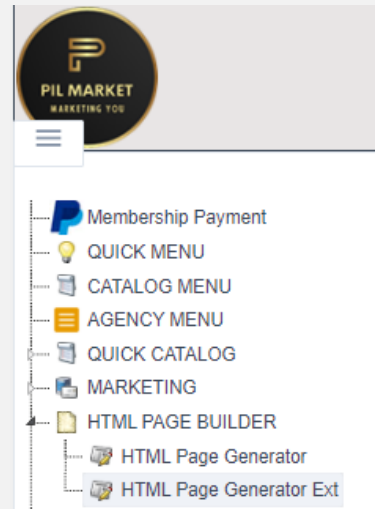
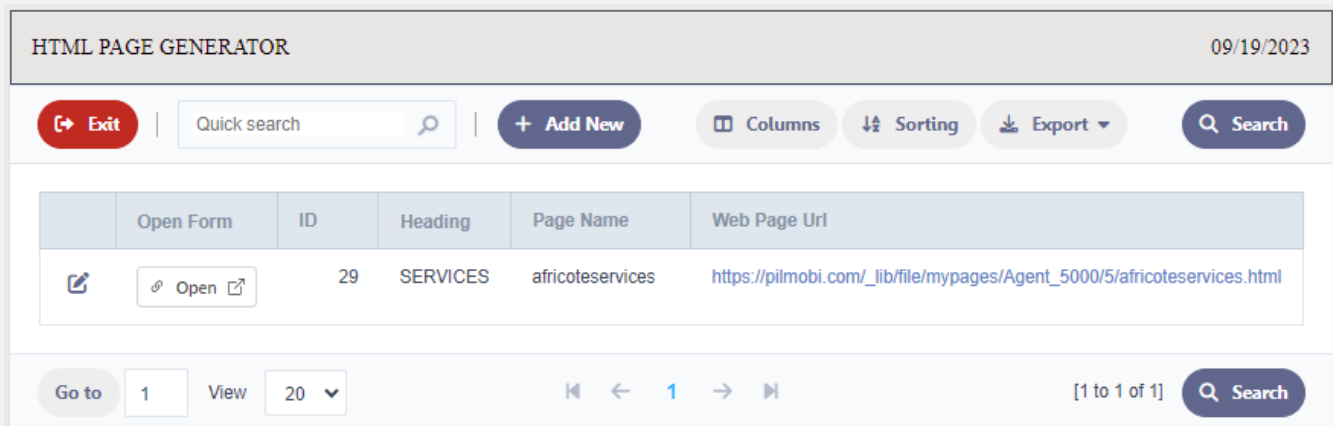


Figure 14

From the grid view as seen below, either add a new entry or open an existing one.




HTML PAGE GENERATOR						09/19/2023
Open Form	ID	Heading	Page Name	Web Page Url		
 <input type="button" value="Open"/>	29	SERVICES	africoteservices	https://pilmobi.com/_lib/file/mypages/Agent_5000/5/africoteservices.html		

Figure 15

Enter the entries you need to enter on the Main Entries page first.

Then click on the HTML Editor page to build your requirements. Make sure that you enter a Profile Title and tick the checkbox called Add To Profile.

When you are finished you will need to return to the Agent Menu to re-generate the company profile as in figure 13.

Main Entries HTML Editor

Add To Profile

Profile Title
Earth Moving Works

The profile title is used to create an entry on the navigation bar within the profile.

Web Page Url
https://pilmobi.com/_lib/file/mypages/Agent_5000/5/africoteservices.html visit

HTML Editor

File Edit Insert View Format Table Tools

B I U S H1 H2 H3 H4 H5 H6 Heading 1 Heading 1 System Font 24pt

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Earth Moving Works




Figure 16