

Setting up the Marketplace

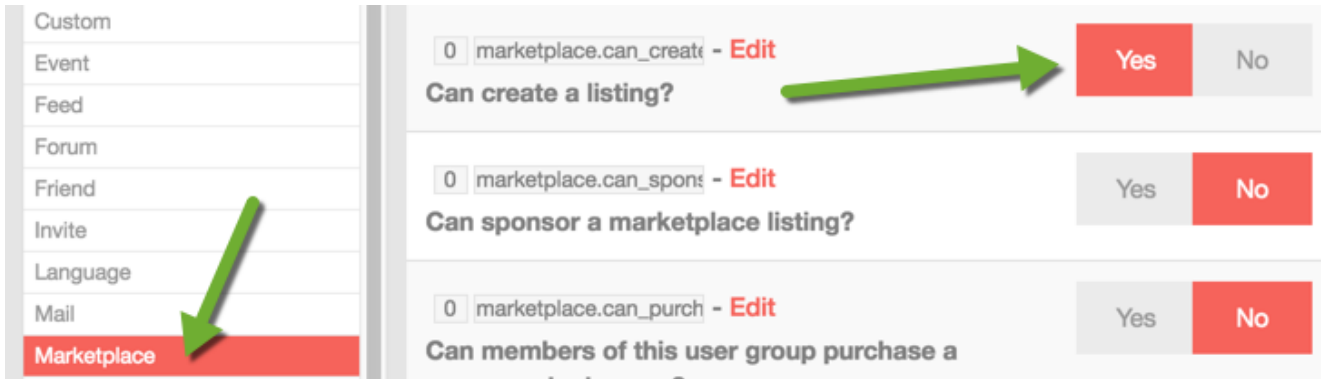
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The Marketplace is a way you can monetize on the site and let your users also monetize by selling their products or services or whatever you allow to be sold on your site. This tutorial will help you set up your Marketplace. We have a video tutorial and written one below it.

User Group Permissions

Setting up your Marketplace with [User Group Permissions](#) can help you earn as you can charge [subscription](#) fees for people to be able to list items, buy items, etc.

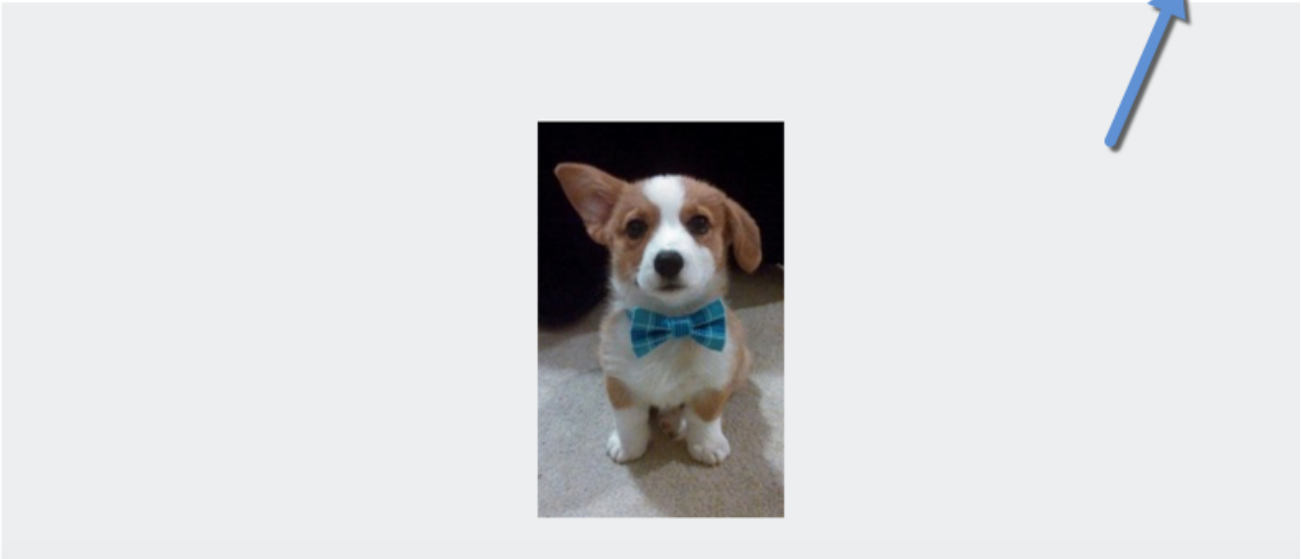
- Once you are in the User Group Permissions area, select the User Group you want to edit and choose Marketplace.
- Set "Can Create a Listing" to Yes. This setting will allow the user to make a listing in your marketplace if they are in the user group you are setting it for. There is another setting that will enable the Buy Now button and we will go over that next.



Enabling the Buy Now Button

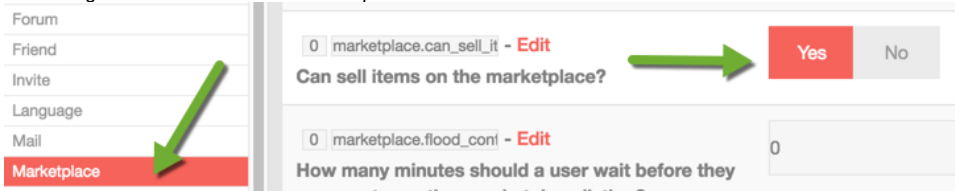
September 15, 2015 · by **pftech** · at South Georgia and the South Sandwich Islands

\$5,555.00 USD



If you want your users to be able to use instant payments (provided [Paypal is enabled](#) or you've added other payment gateways), you can follow these steps to enable the setting per User Group.

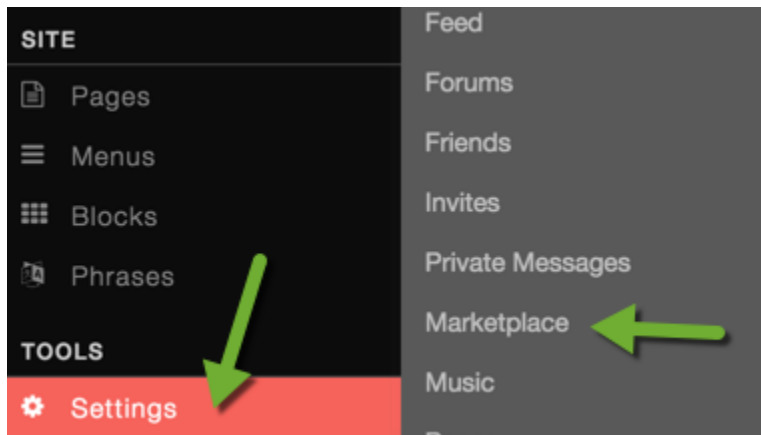
- When editing the User Group settings for the group you want to allow the Buy Now button for, still in the Marketplace settings shown above, find the setting "Can sell items on the Marketplace" and set it to Yes.



Marketplace Settings

You'll want to visit the Marketplace Settings in order to set up your marketplace how you want it. This shows how to set various settings.

- Click Settings >> Marketplace



- Choose Settings:



- Now you will see several setting options to choose from.
 1. Marketplace View Time Stamp - You can change the [Time Stamp](#) to display how you want it.
 2. Total "More From" Listings to Display - this changes how many of the user's listings show up under the "More From" area.
 3. How Many Sponsor Listings To Show - this changes how many sponsored listings show up in the sponsor listings block.
 4. Days to Expire - sets how many days a listing will run before it automatically expires. If you leave it at 0, then listings won't expire.
 5. Days to Notify Expiring Listing - if you have expiring listings set, then this setting is to send the user a notification that their listing will expire a number of days in advance of the expiration.

1

Marketplace View Time Stamp

marketplace.marketpla

F j, Y

1

Marketplace View Time Stamp

1

Total "More From" Listings to Display

marketplace.total_listin

10

2

Define how many listings to display within the "More From" block when viewing a listing.

1

How Many Sponsor Listings To Show

marketplace.how_man

5

3

This setting tells how many sponsored listings will be shown on the sponsor block. Default is 5.

1

Days to Expire

marketplace.days_to_e

0

4

If you want marketplace listings to expire you can enter the number of days here.

If you enter 0 days listings will not expire.

1

Days to Notify Expiring Listing

marketplace.days_to_r

0

5

When you allow listings to expire you can also set a notification to be sent automatically to the owner of the listing, you can define here how many days in advanced to notify them.

If you set this to 0 no email will be sent to the owner.

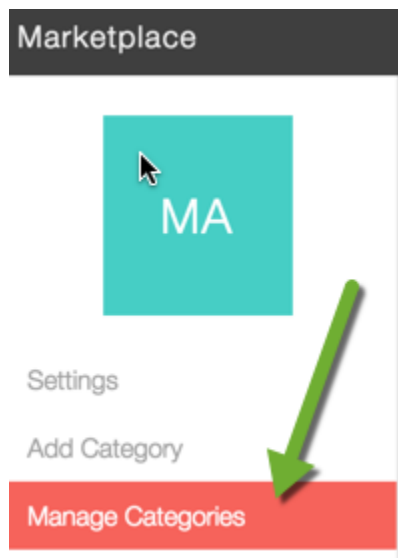
Setting up and Managing Marketplace Categories

You most likely want your Marketplace to be unique and match the niche for your site. Editing, creating and deleting Categories is a good idea to make your Marketplace unique. Here's how to do that.

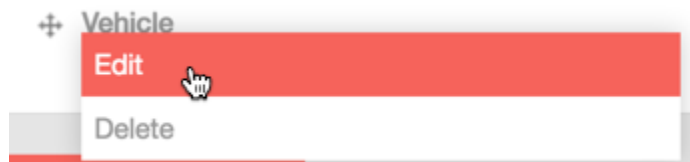
- First, you will need to be in the Marketplace settings area [as shown above](#).

Managing and Editing Categories

- Select **Manage Categories**



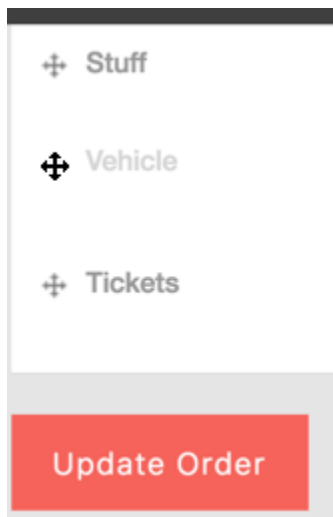
- Now you will see all of the current categories on the right.
- To Edit or Delete a Category, click the name of the category and a drop down will show, allowing you to select to Edit or Delete it.



- If you choose Edit, you'll be able to rename the Category and change the Parent Category. Be sure to Submit the changes though.

A screenshot of a form titled 'Marketplace Category Details'. It contains a 'Name:' label followed by a text input field containing the word 'Rentals'. Below this is a 'Parent Category:' label followed by a dropdown menu with 'Select:' as the current selection. At the bottom of the form is a red 'Submit' button.

- To change the sort order of the Categories, click and drag the Move icon to the left of the Marketplace Category you want to move and then be sure to select Update Order.



Adding Categories

- Select **Add Category**



- Fill in the Category Name and if you want it to have a Parent Category, choose one and be sure to Submit it when done.

Marketplace Category Details

Name:

Video Games

Parent Category:

Stuff

Submit

[Clear your cache](#) after setting any settings or adding/editing Categories.



Tip

If you have a multi-lingual site, be sure to see our tutorial for [translating categories!](#)