

Set up my Online Store

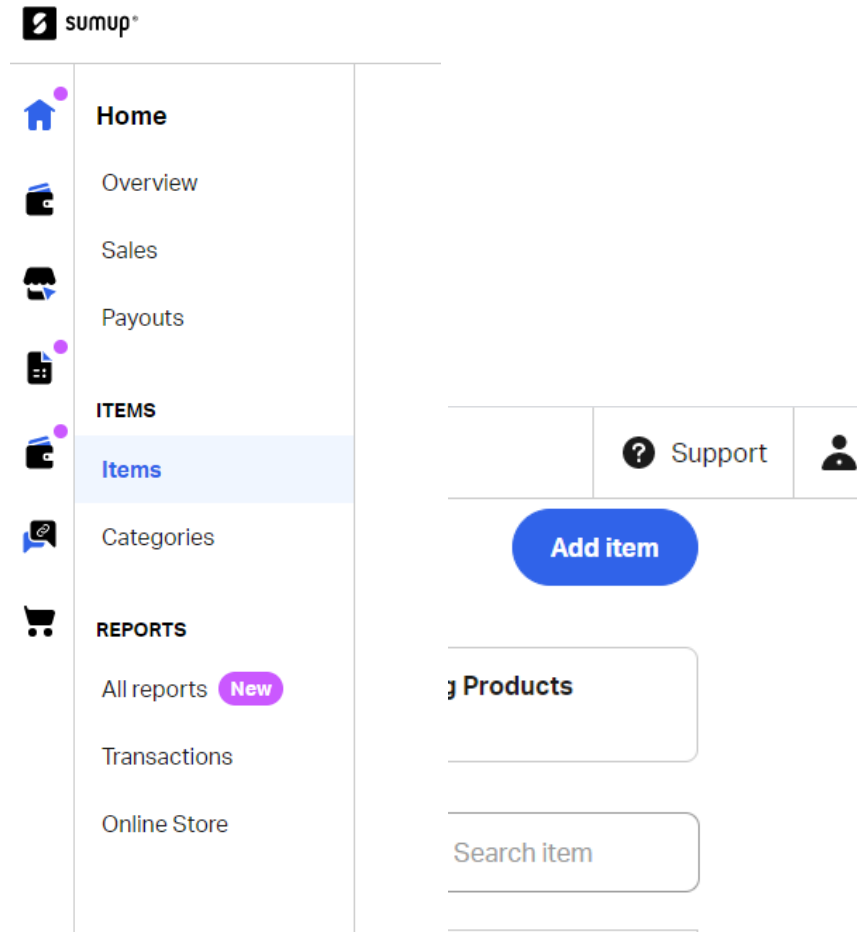
Setting up your Online Store on the SumUp profile and app is split into four easy steps. Simply click "Get Started" and you'll be redirected to the Overview section where you can create your store and start selling online.

Create my Online Store

Login to your account:

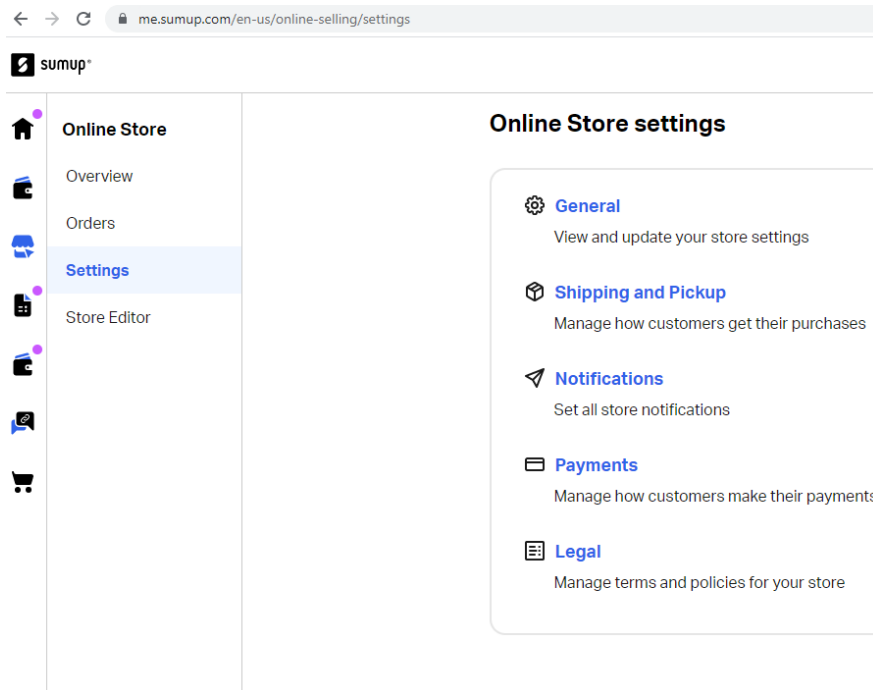
The screenshot displays the SumUp dashboard. On the left is a vertical sidebar with a 'sumup' logo at the top. The sidebar menu includes: 'Home' (with a house icon), 'Overview' (highlighted in blue with a bar chart icon), 'Sales' (with a receipt icon), 'Payouts' (with a card icon), 'ITEMS' (with a box icon), 'Items' (with a tag icon and a 'New' badge), 'Categories' (with a folder icon), 'REPORTS' (with a bar chart icon), 'All reports' (with a document icon and a 'New' badge), 'Transactions' (with a list icon), and 'Online Store' (with a storefront icon). The main content area at the top features a light blue banner with the text 'Refer a friend, get rewarded' and 'Get \$150 when anyone you refer starts using their s...'. Below this is a 'Dashboard' section containing two summary cards. The first card, 'Total sales', shows '£0.00' for 'Today, 09/15/2021' and '£0.00' for 'This week, 09/12/2021'. The second card, 'Average sales value', shows '£0.00' for 'This month, 09/01/2021 - 09/30/2021'. A blue 'See reports' button is located below these cards. At the bottom of the dashboard is a section titled 'New business tools' which includes an image of a smartphone displaying the SumUp app interface.

First, you need to add items to your item catalogue with the SumUp profile or use the SumUp app to add items. Tap “Add items” to go to the Items section and start adding your items.

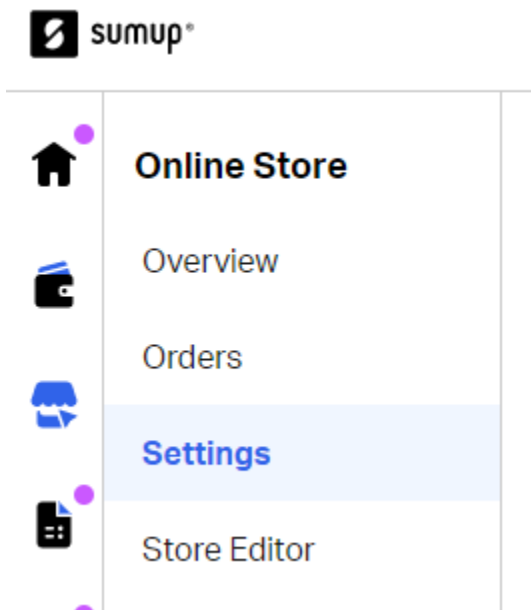


(These items can be products | services etc). People can then purchase directly using the link to your store.

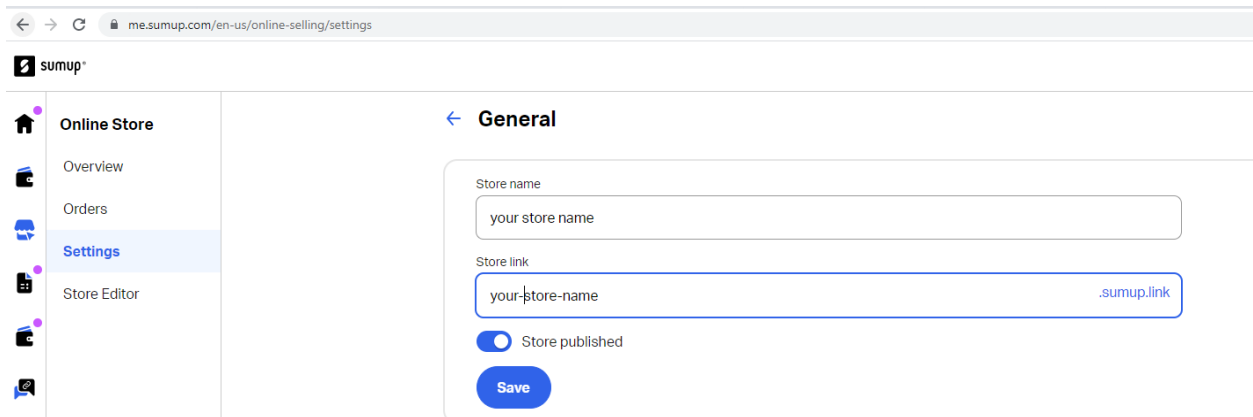
Once you have some items added, add shipping and pickup options by selecting “Set methods” on the SumUp profile or “Set up shipping” on the app.



Now it's time to design the layout and style of your Online Store. Click “Edit store” to start customising your homepage, item list, and navigation.



Tap “Review” under "Store link" on the SumUp profile or “Review your link” on the app to amend your business name and Online Store URL so your store is easily recognisable.



The screenshot shows a web browser at the URL me.sumup.com/en-us/online-selling/settings. The page has a sidebar on the left with icons and labels for 'Online Store', 'Overview', 'Orders', 'Settings' (highlighted in blue), and 'Store Editor'. The main content area is titled 'General' and contains two text input fields: 'Store name' with the placeholder 'your store name' and 'Store link' with the placeholder 'your-store-name' and a '.sumup.link' suffix. Below these fields is a toggle switch labeled 'Store published' which is currently turned on. At the bottom of the form is a blue 'Save' button.

Once you’ve completed all the steps, click "Publish" to make your Online Store public and start selling your items online.

Note:

Changed your mind? You can [amend your Online Store settings](#) whenever you like.

Full Guide can be found below:

<https://help.sumup.com/en-GB/articles/17Ep1qYHNI0vcfp5RDLrTf-set-up-my-online-store>