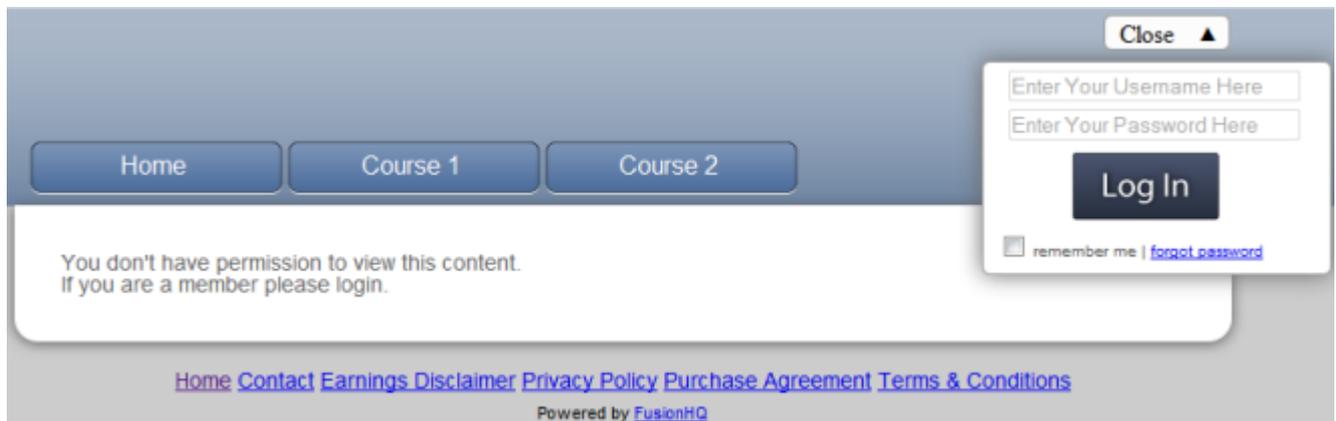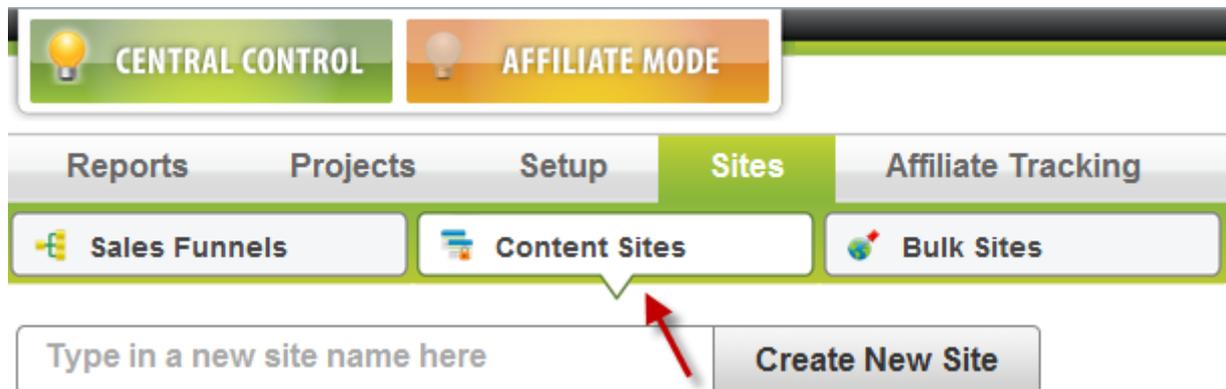# Knowing The Membership Sites

Membership site is the site that has the restricted area for members only. Members need to fill in their username & password to get accessed and see the content.

The membership site can be created under **"Sites"** >> **"Content Sites"** tab.

The first time, you create the membership site, you need to go through the site wizard which allows you to select the template (*theme*), site preset, hosting details and the membership level. You can change these settings later.

Membership Site Settings

Site Name	Membership site
Default Template	DLWMMM3 ▼ >>
Preset	Simple Membership ▼ >>

Advanced Settings (optional)

Universal Header Code	
Universal Footer Code	

Hosting Details

◉ **FusionHQ Hosting,Verified Hosting**

      Real Site URL   http ▼ :// 11111121.reviewfrom.m ▼ /

○ **Unverified external**

○ **WordPress Sync**

○ **Other**

Default membership level (optional)

Access level :

◉ Public

○ Private

This is what we call **"Sitemap"**.

There are 2 view types of the sitemap: Map view & Table view.

This is **"Map"** view.

This is **"Table"** view.

The default pages are: Home, Contact, Earnings Disclaimer, Privacy Policy, Purchase Agreement and Terms & Conditions

The page **"Contact"**, **"Earnings Disclaimer"**, **"Privacy Policy"**, **"Purchase Agreement"** and **"Terms & Conditions"** are **"FIXED_PAGES"** which means these pages will be shown at the bottom of all pages in the website.

Each membership site allows you to set up the **"Time release"**, **"Membership"** & **"Force Show Menu"**.

For the **"Map"** view, they are **"Protect"**, **"Time"** & **"Advanced"** respectively on the top right.
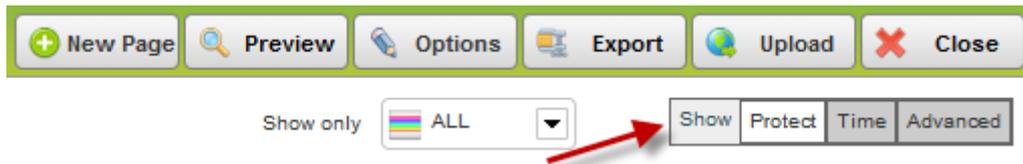
"Map" view allows you to have 13 sub-pages only whereas **"Table"** view allows you to have unlimited sub-pages. For **"Map"** view, once you have sub-pages and want to link them to the parent page, you only need to click the blue tab (*we call it "node"*) of the parent tab.
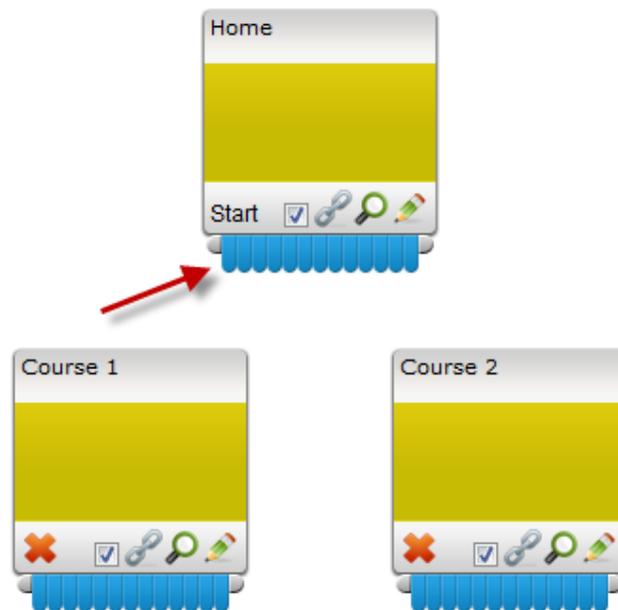
A blue line will be automatically activated. No need to hold the click.
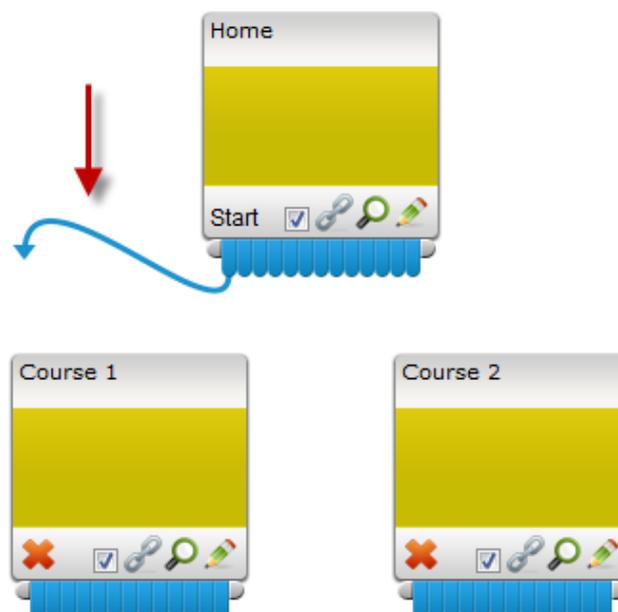
Then just click on any page that you want to link.
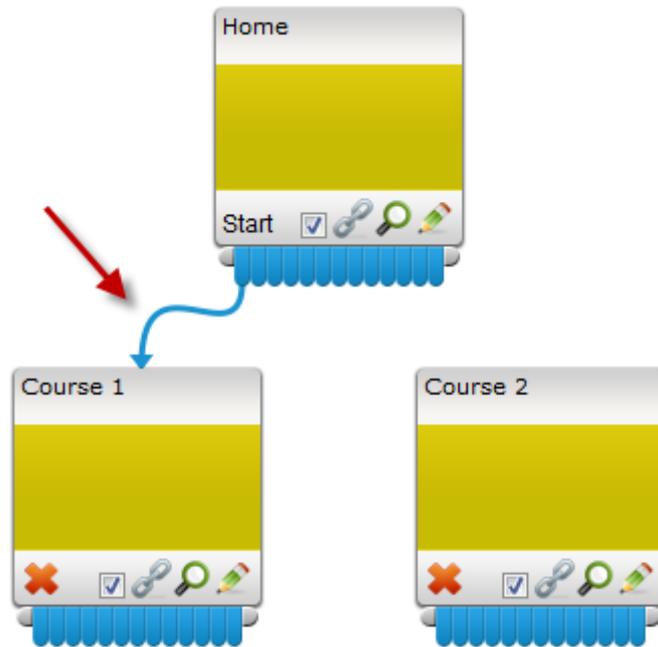
You can do the same with other sub-pages. Just use the different node.
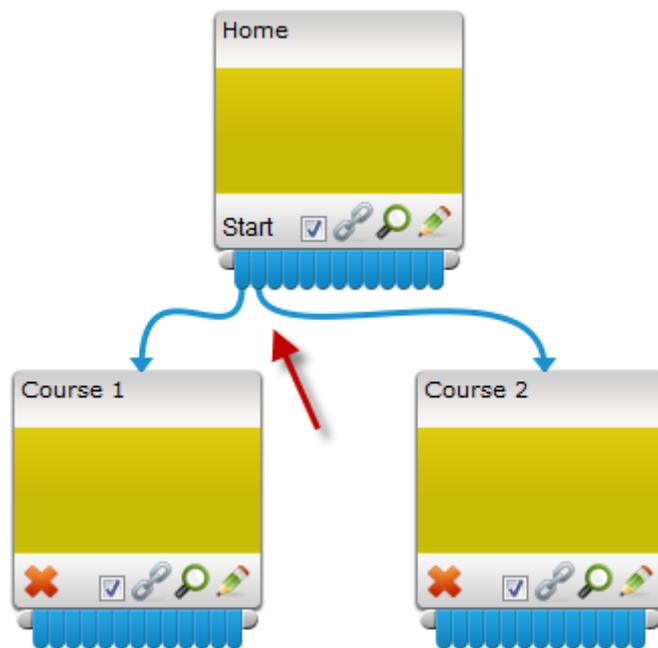
If you want to disconnect the page, only click the node on the parent page.

For **"Table"** view, you can change the parent page by click **"Change Parent"**.

Select the new parent page and apply.

You can also click the green cross symbol and move the page up or down to rank the new order manually.

Enable		Level	Page Name	Group Name	Parent Node
✥	☑	▼ 1	Home		Change Parent
✥	☑	1.1	Course 1		Change Parent
✥	☑	1.2	Course 2		Change Parent
✥	☑	6	Terms & Conditions	FIXED_PAGES	Change Parent

To limit access of the page to the membership levels, you only need to drag the membership level to the pages. You can do this with both **"Map"** view & **"Table"** view. You can give the access to a single level or multiple levels on each page.

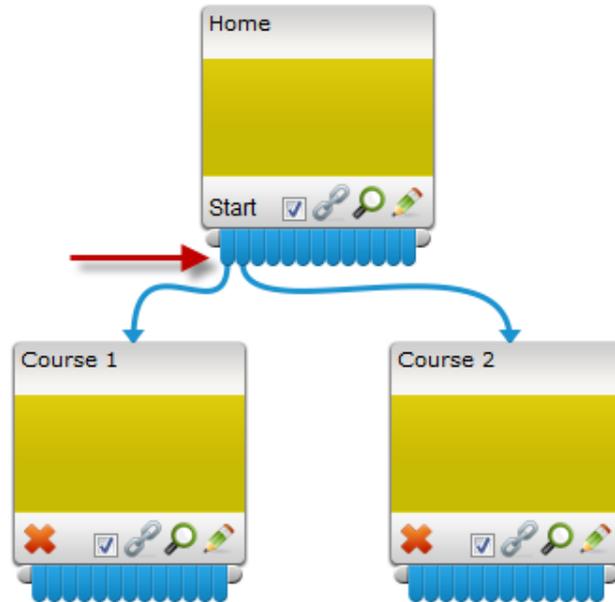| Parent Node	Actio	Membership Level	elease	Membership	Force Show Menu
		Buyers			
Change Parent	🔗 🔍	cart#1			☐
		cart#2			
		Free Optin			
Change Parent	🔗 🔍	Gold members	→	⊖ Gold members	☐
		Level 2			
Change Parent	🔗 🔍	testlogin		⊖ Gold members	☐
		Upsell Buyers	→	⊖ Upsell Buyers	
		Release			
Change Parent	🔗 🔍 ✏ ✖	☐ Delay			☐
		☐ Release			

If you want to remove the membership level out from the page, only click the red button within the membership level to remove it.

Parent Node	Actio	Membership Level	elease	Membership	Force Show Menu
		Buyers			
Change Parent	🔗 🔍	cart#1			☐
		cart#2			
		Free Optin			
Change Parent	🔗 🔍	Gold members	→	⊖ Gold members	☐
		Level 2			
Change Parent	🔗 🔍	testlogin		⊖ Gold members	☐
		Upsell Buyers		⊖ Upsell Buyers	
		Release			
Change Parent	🔗 🔍 ✏ ✖	☐ Delay			☐
		☐ Release			

If you want to schedule the delay option or the date to release the page, you need to do that at the Time release. There are 2 kinds of the Time release: by Delay & by Release.

By **"Delay"** means, you set up the timeframe that the page will be delayed. The delay option will be counted by the day that your customers have the membership level associated to this membership site. For example, a page has been assigned to the membership level A and set up the delay option to 2 days. The customers will see this page on the 2nd day that they have the membership level A. **The delay option doesn't start from the first day that the customers log in but they are added to the membership level.**

By **"Release"** means, you select the specific date to release the page from the pop up calendar. So it doesn't matter when the customers are added to the membership level, every one of them will be seeing the page on the same day. If a new member is added to the list after the released date, the new member will see the page immediately.

"Force Show Menu" means you would like to show the name of the page at the menu bar. Normally once you restrict the page to the membership level, non-members will not see the page name on the menu bar unless they become members and log in. But this function allows you to show the page name on the menu bar. And if they are members and log in, they will see the content. If they are not yet the members, they will see the **"no permission"** warning.

The membership site with **"Force Show Menu"** disabled.
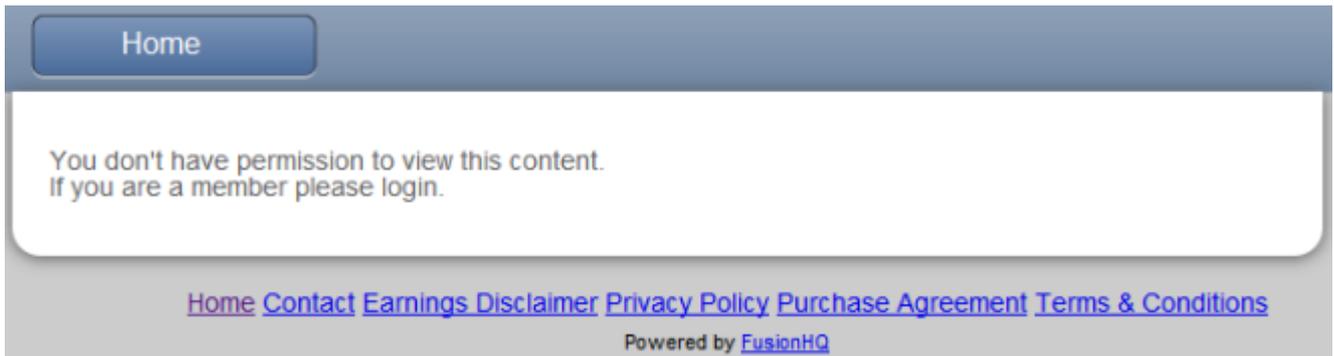
The membership site with **"Force Show Menu"** enabled.
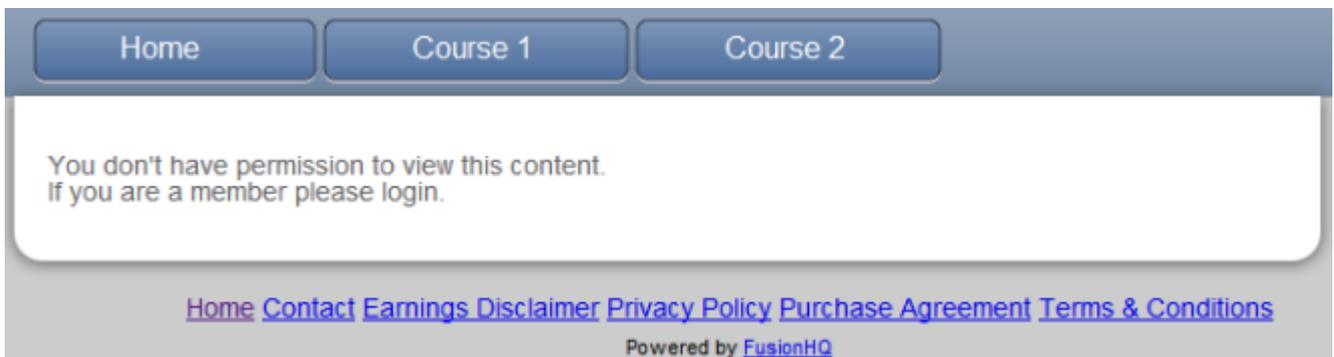
"Enable" is to show the page to public. If the page is not yet ready and you do not want anybody to see it, only untick the page. And it will be hidden. Nobody can see the page on the live site. If they bookmark the url, they will be redirected to the start page of the membership site.

	Enable	Level	Page Name	Group Name	Parent Node
✥	☑	1	Home		Change Parent
✥	☑	1.1	Course 1		Change Parent
✥	☑	1.2	Course 2		Change Parent
✥	☑	2	Contact	FIXED_PAGES	Change Parent
✥	☑	6	Terms & Conditions	FIXED_PAGES	Change Parent

"Group Name" is to keep the pages into the same group. It's easy for you to manage the pages in the map.

Click the chain icon to get the real url of the page.

Click the spyglass icon to see the page in preview mode.

Page Name	Group Name	Parent Node	Action	Time release
Home		Change Parent		☐ Delay ☐ Release
Course 1		Change Parent		☐ Delay ☐ Release
Course 2		Change Parent		☐ Delay ☐ Release
Purchase Agreement	FIXED_PAGES	Change Parent		☐ Delay ☐ Release
Terms & Conditions	FIXED_PAGES	Change Parent		☐ Delay ☐ Release

Click the pencil icon to edit the content of the page.

Page Name	Group Name	Parent Node	Action	Time release
Home		Change Parent		☐ Delay ☐ Release
Course 1		Change Parent		☐ Delay ☐ Release
Course 2		Change Parent		☐ Delay ☐ Release
Purchase Agreement	FIXED_PAGES	Change Parent		☐ Delay ☐ Release
Terms & Conditions	FIXED_PAGES	Change Parent		☐ Delay ☐ Release

Click the red cross icon to remove the page. Note that once the page is removed, you cannot retrieve it.

Page Name	Group Name	Parent Node	Action	Time release
Home		Change Parent	🔗 🔍 ✏️	☐ Delay ☐ Release
Course 1		Change Parent	🔗 🔍 ✏️ ✖️	☐ Delay ☐ Release
Course 2		Change Parent	🔗 🔍 ✏️ ✖️	☐ Delay ☐ Release
Purchase Agreement	FIXED_PAGES	Change Parent	🔗 🔍 ✏️ ✖️	☐ Delay ☐ Release
Terms & Conditions	FIXED_PAGES	Change Parent	🔗 🔍 ✏️ ✖️	☐ Delay ☐ Release