

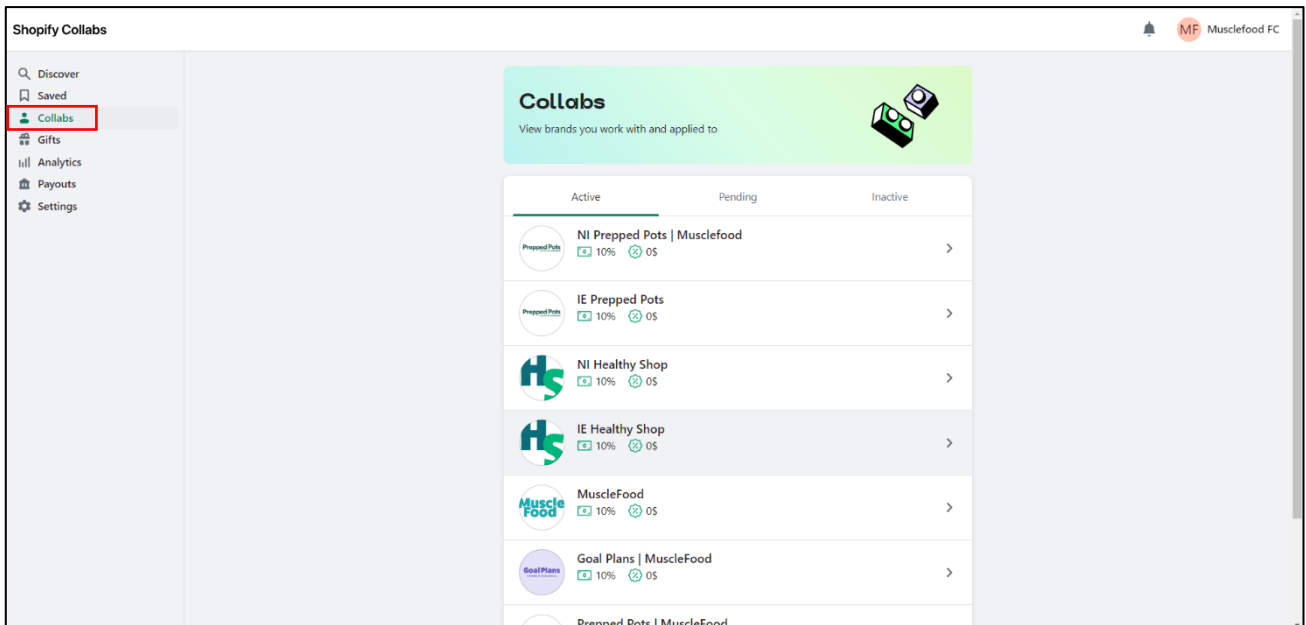
# **BUILD with Musclefood**

## **Shopify Collabs Dashboard**

### **User Guide**

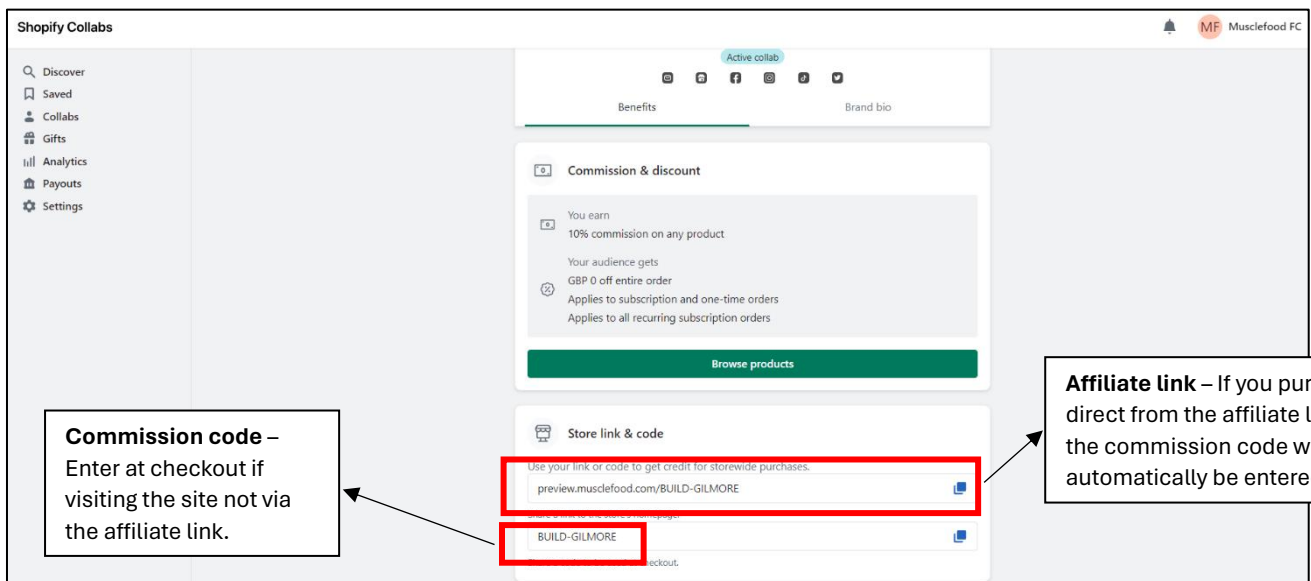
#### **1) Collabs (<https://collabs.shopify.com/collabs>)**

This is where you can view all your active collabs with Musclefood. The number of stores showing will depend on your club's location and territory.

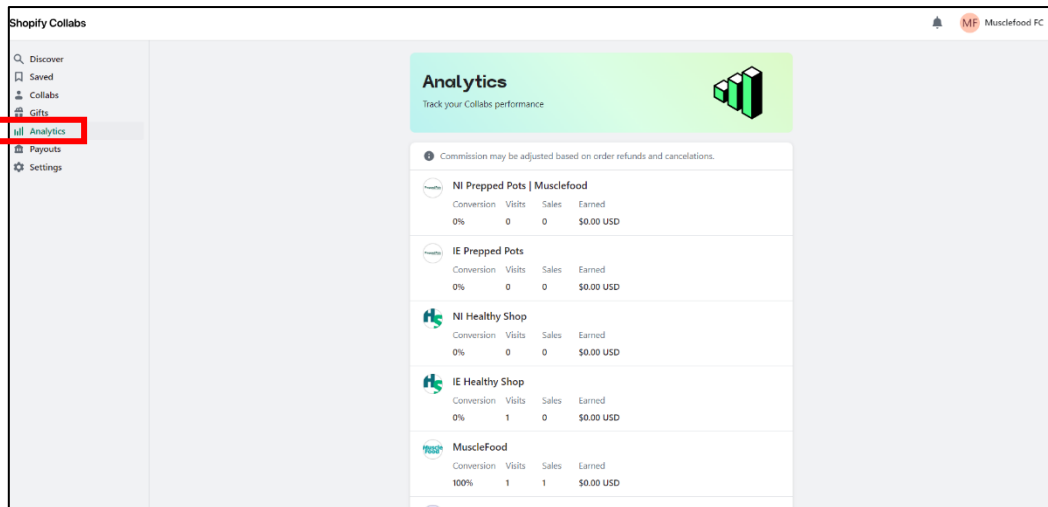


#### **2) Affiliate links and codes**

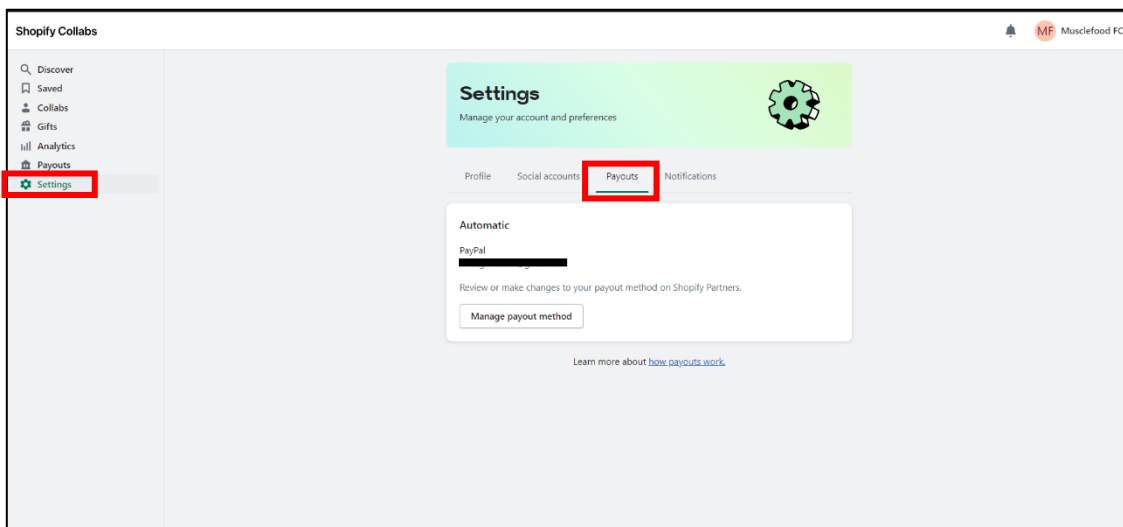
Click into a store to view your affiliate link and code for each store. (We will always set up your code to be the same across all platforms for ease, however, affiliate links will be different)



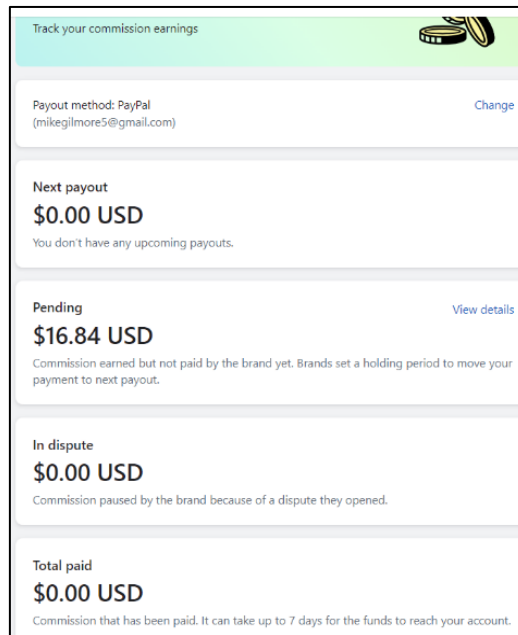
- 3) **Analytics** – This is where you can see how many visits and sales you have achieved through your affiliate links and codes.




- 4) **Add a Bank Account or PayPal** – Settings > Payouts > Enable Automatic Payouts > Create Hyper Wallet > Add Bank Account/PayPal (Ensure you change to the correct currency)



5) **Payouts** – This is where you will see scheduled payments. Please email [Build@musclefood.com](mailto:Build@musclefood.com) with any issues.



Track your commission earnings 

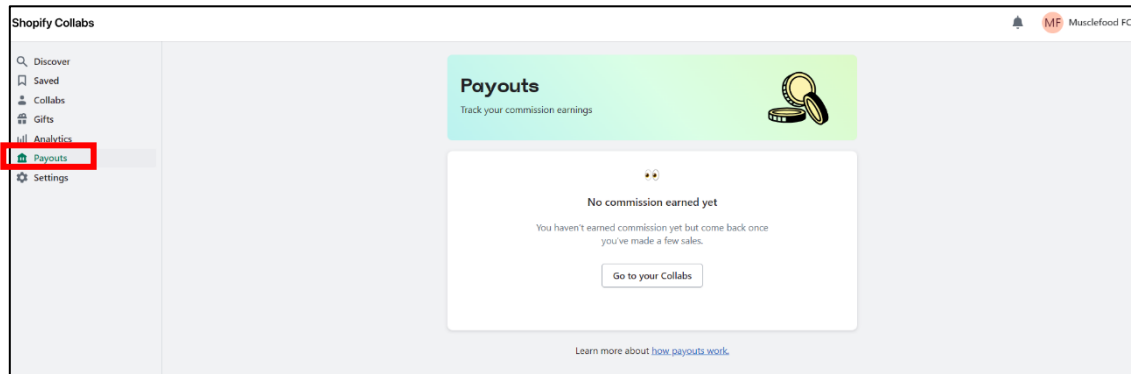
Payout method: PayPal (mikegilmore5@gmail.com) [Change](#)

**Next payout**  
**\$0.00 USD**  
You don't have any upcoming payouts.

**Pending** [View details](#)  
**\$16.84 USD**  
Commission earned but not paid by the brand yet. Brands set a holding period to move your payment to next payout.


**In dispute**  
**\$0.00 USD**  
Commission paused by the brand because of a dispute they opened.

**Total paid**  
**\$0.00 USD**  
Commission that has been paid. It can take up to 7 days for the funds to reach your account.



Shopify Collabs MF Musclefood FC

Discover  
Saved  
Collabs  
Gifts  
**Payouts**  
Settings

**Payouts**  
Track your commission earnings 

**No commission earned yet**  
You haven't earned commission yet but come back once you've made a few sales.

[Go to your Collabs](#)

Learn more about [how payouts work](#).

## 6) Multiple Users (Add another member of staff/official to manage your account)

Settings > Payouts > Manage Payout Method > Team > Invite Owner/Staff Member

The screenshot displays the 'Team' management page in the Shopify Partners interface. The left sidebar contains navigation options: 'Shopify Collabs', 'Payouts', 'Support', 'Team' (highlighted with a red box), and 'Settings'. The main content area is titled 'Team' and is divided into two sections: 'Owners' and 'Staff members'.

**Owners Section:** Owners have permission to see and do everything. They can also add and remove other owners. A table lists one owner, 'Musclefood FC', with a 'Last login 1 day ago' timestamp. An 'Invite owner' button is circled in red.

**Staff members Section:** Staff members can only see or manage sensitive business information such as financial data if you give them access. A message states 'No staff members' and provides instructions to add staff members and enable them to access different areas of the partners dashboard through permission sets. An 'Invite staff member' button is circled in red.