# Instructions:

- Document will have portal, plugin settings, each, and everything to setup
- The basic setup instructions for each PMS, any settings to amend in the portal, what is pulled, what can be changed, any maintenance, etc.
- In a word format and tom can then create it on site as a docs
- We might need to use screenshots as well

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# 1- Introduction

### Your Porter API

Your Porter App is a great tool to manage everyday work! Having all the information stored in one place is such a time saver. Moreover, the synchronization of calendars in real-time is beyond great.

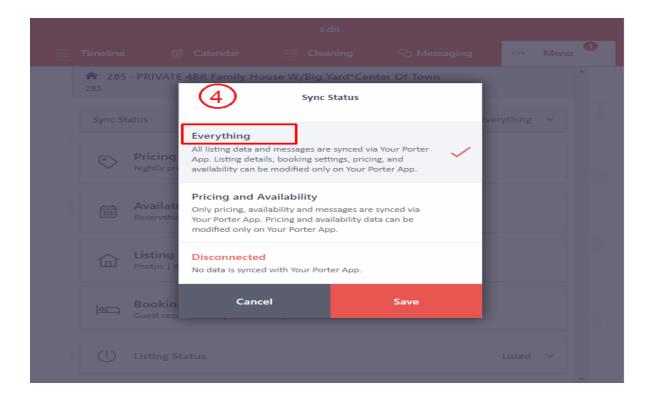
# 2- Portal

## Add Listings

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=	Timeline	🛗 Calendar	∛⊒ Cleaning	😒 Messaging	••• Menu	0
	Account			L		-
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	Channel Manager					
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	My Listings		
	Timeline 🗰 Calendar 🚝 Cleaning 🖓 Me	essaging ···· Menu	
Ľ	+ Add New Listing + Add New Group 2	Î	
/	Search by listing name	9	
	Airbnb	🥕 Edit	
	285 PRIVATE 3BR Family House W/Big Yard*Center Of Town Channels	>	
	Barters Hill Place Barters Hill Place - Downtown Barters Hill Place   Designer Dream Channels	>	
	Conception Harbour	>	
		<b>_</b>	

	Listir	ng Details		
	Timeline 🗮 Calendar 🏣 Cl	eaning	😔 Messaging	••• Menu
1	285 • Airbnb You can edit your listing's nickname, manage connected	d channels and ac	counts.	*
	Listing's Nickname 285			
	Listing's Group		-	Airbnb 🖌
	Connected Channels			
	🕭 Airbnb 🗹	3	Ø E	dit Listing
	Listing Name PRIVATE 3BR Family House W/Big Yard*Center Sync Type	Of Town		ġ.
	CONNECTED / PRICING AND AVAILABILITY			
	Native Accounts		Perform	Operations by
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	Gordon			· ·



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=	Timeline		Calendar		Cleaning	🖓 Messa	ging		Menu	0
	<b>285</b>	· PRIVATE ·	4BR Family Ho	use W	/Big Yard*Co	enter Of Town				*
	Sync St	atus					🔮 Eve	rything	~	
	<u>ې</u>	Pricing Nightly price	:   Discounts   Fee	s & Char	ges					
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	þ	Booking Guest requir	Settings ements   House re	ules   Po	licies					
	Ċ	Listing Sta	itus					Listed	~	-

Title & Description	5	
Timeline 🛱 Calendar 🚝 Cleaning	😔 Messaging	··· Menu
285 · PRIVATE 4BR Family House W/Big Yard*Cent 285	ter Of Town	ŕ
English	⊕ Add/Edit I	Language
Listing's Title PRIVATE 4BR Family House W/Big Yard*Center Of Town	6	1
Listing Description Great property in the center of town. Lots of off street parking, taxation center, the hospital and the university. The property ha Two-story 2700 sqft detached house with big backyard. The liv	as 3 nice sized bedrooms.	-
The Space Dogs welcome - pleases review policies and rules GREAT FOR SOCIAL DISTANCING - SHORT TERM!		* *
Guest Access The entire house is yours to enjoy!		
Guest Interaction		
Save		

	Amenities
📃 Timeline 🛛 🛗 Calendar	🖅 Cleaning 😔 Messaging Menu
285 · PRIVATE 4BR Family 285	House W/Big Yard*Center Of Town
Common	Hide 🔿
Essentials	Kitchen
Ac	Heating
<ul> <li>Hair-dryer</li> </ul>	Hangers
Iron	✓ Washer
Dryer	Hot water
☑ Tv	Cable
Fireplace	Private-entrance
Private-living-room	Lock on bedroom door
Shampoo	Bed linens
<ul> <li>Extra pillows and blankets</li> </ul>	Wireless internet
Ethernet connection	Pocket wifi
Lantan friendly	

			Photos		
≡	Timeline	🗟 Calendar	₹Ξ Cleaning	🖓 Messaging	••• Menu
		PRIVATE 4BR Family hotos Section of listi	y House W/Big Yard*Ce ing	nter Of Town	)
	=		Cover Photo Large 3 bedroom home in ce street parking.	entre of St. John's with great	off-
	=		Spacious & comfy living room	n with internet connected T	L >
	=		1st Queen Bedroom, so invit	ting	>
	=		Dining table for 6 -		>

## Add Calendar / Availability

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Listings		We 10	Th 11	Fr 12	Sa 13	Su 14	Mo 15	Tu 16	We 17	Th 18	Fr 19	Sa 20	Su 21	Mo 22	Tu 23	We 24	Th 25	Fr 26	Sa 27	Su 28	Mo 29	Tu 30	We 01	Th 02	Fr 03	Sa 04
✓ Airbnb																										
C <sup>285</sup> ⊗ V	>							/	1	Ż	Gordo	on Martin	\$159 2D	\$159 2D	\$159 2D	\$159 2D	\$159 2D	Ż	Deva M	lurthy	\$159 2D	\$159 2D	\$159 2D	\$159 2D	\$159 2D	\$159 2D
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Conception Harbour	>	\$179 2D	\$179 2D	۵	Colin G	\$179 2D	Ň	Betty F	Rae		۵	Patty B	\$179 2D	\$179 2D	\$179 2D	\$179 20	\$179 2D	\$179 20	\$179 20	\$179 2D	\$179 2D	\$179 2D	\$179 20	\$179 2D	\$179 2D	\$179 2D
C Deer Park	>	۵	Ronnie	\$239 2D	\$239 2D	۵	\$199 2D	\$199 2D	\$199 2D	\$199 2D	\$239 2D	\$239 2D	\$199 2D	\$199 2D	\$199 2D	\$199 20	\$199 2D				\$199 2D	\$199 2D	\$199 2D	\$199 2D	\$239 2D	\$239 2D
Green House	>																									/
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	Availability Settings			
Timeline 🗮 Calendar	∛⊟ Cleaning	😔 Messaging	••• Menu	0
285 · PRIVATE 4BR Family Hous	se W/Big Yard*Center O	f Town		•
Reservation Preferences		(10)		
Advance notice		Same day ur	ntil 3 pm 🖌 🖌	신.
□ Allow guests to send reservation rec	quests without advance notice	L		
Preparation time			None 💙	
Availability window		All futu	ire dates 🗸 🗸	2
Trip Details				
Minimum length of stay				
			2	÷
Minimum length of stay by day	y		~ Show	
Maximum length of stay				
			30	
Check-in and Check-out				
	Update Availability Sett			

## Add Reservations

	[	Reservations				
Ξ Timel	ine 🗮 Calendar 🗄	\Xi Cleaning	😒 Mess	aging	••• Men	u 1
	rvations st of all reservations from all channels.	All r	eservations	(1)	)	Î
Re	servation code, guest name				Q	<u>.</u>
2	Laura Dilbert 曲 Dec 23, 2021 Thu - Dec 30, 2021 Thu # 9F7CC7 余 Conception Harbour			Nov 11, 6:3-	4 AM	-
Ø	Kelsie Lockyer 曲 Dec 30, 2021 Thu - Jan 1, 2022 Sat # HMKBZHP2SQ 余 Conception Harbour			Nov 11, 3:1	3 AM	
۵	Whitney Matthews Mov 18, 2021 Thu - Nov 21, 2021 Sun # HMTT8MPETH A Lewisporte	1		Nov 10, 6:2	5 PM	
۵	Laura D.Libert M Dec 23, 2021 Thu - Dec 30, 2021 Thu			Nov 10, 6:24	4 AM	-

		Add Reservation		
Timeline	🛗 Calendar	š≘ Cleaning	🖓 Messaging	••• Menu
Listing				
Select Listings	s*	(	12)	<u> </u>
Dates				
Check-in Date	2			11 Nov 2021
Check-in Time	5			:
Check-out Da	te			12 Nov 2021
Check-out Tin	ne			:
Guest Detail				
Name*				
Last Name*				
Phone Numb	er		<b>■ *</b> +1 201-555	-5555
				•

Cancel Reservations.

1- Reservation can be cancelled by clicking on delete reservation button.

	Reservation De	tail	
	dar š∃ Cleaning	🖓 Messaging	••• Menu
Add your first to-do he	re	(13)	
Notes			
Host Notes			
• Type a note			
Payout Details			
Accommodation			\$1,040.00
Cleaning Fee			\$125.00
Host Payout			\$1,165.00
		Edit Payo	ut Details
ش ا	Delete Reserv	ation	

# 3- API Integration

### **Credentials Required**

1- Authorization Token

Authorization token is required for getting response of all requests.

### Endpoints

API Doc: https://documenter.getpostman.com/view/3446982/T17Dgp9t#intro

- 1- GET Listings https://api.yourporter.com/external/v1/listings/getAll
- 2- GET Single Listing https://api.yourporter.com/external/v1/listings/get?listing\_id=2f5c2804-c724-4b1f-b6a7de97b730f969
- 3- GET Prices & Availability <u>https://api.yourporter.com/external/v1/rates?listing\_id=2f5c2804-c724-4b1f-b6a7-</u> <u>de97b730f969&start\_date=2020-12-01&end\_date=2020-12-03</u>

### Missing data

- 1- No listing Description
- 2- No listing Photos
- 3- No listing Amenities
- 4- No Property Type
- 5- No create reservation endpoint
- 6- No cancel reservation endpoint

### Manual sync options

1- All Data sync

🕅 📸 yourporter.boos	tlywebsite.com 🗯 Home	ey Options 🛭 😔 4 🛛 🛡	0 + New View	v Pages 🛛 🕅 🙋					Howdy, abdul 📃
<ul> <li>Dashboard</li> <li>G Site Kit</li> </ul>	All (17)   Mine (7)   Pul	W Remove Duplicate			1			Screen Options	<ul> <li>✓ Help ▼</li> <li>Search Listing</li> </ul>
🔅 Homey	Bulk actions 🗸	Apply All dates	✓ All SEC	Scores	✓ All Readabilit	y Scores 🗸 🗸 Fil	ter		17 items
📌 Posts	🗋 Title	Thumbnail	Туре	Price	Featured	Listing ID	Date	Actions	ID
Media     Pages     Listings	★BEST VIEW Wonderland — Draft Edit   Quick Edit Trash   Preview			-	No	6591	Last Modified 2021/08/16 at 12:05 pm		6591
Listings Add New Listing Type Room Type Amenities	★BEST VIEW Wonderland ★ Cozy Cabin on Pond		Entire Home	€109	No	6682	Published 2021/10/04 at 2:12 am		6682
Facilities Country State City Area Settings	HILLTOP COTTAGE Panoramic Placentia View*DECK,BI Q	-	Entire Home	€149	No	6685	Published 2021/10/06 at 5:05 am		6685

2- Single listing sync (Go single listing edit page)

🔞 🕆 yourporter.boos	tlywebsite.com 🗯 Homey Options 📀 4 📮 0 🕂 New View Listing 📢 🛛		Howdy, abdul 🔯
🚯 Dashboard	Edit Listing Add New Boostly Sync 2		Screen Options 🔻
G Site Kit	Elementor Pro Data Updater		×
🏟 Homey	Database update process is running in the background. Taking a while?		
📌 Posts	Click here to run it now		
93 Media			
📕 Pages	The following required plugin is currently inactive: Slider Revolution.		0
• Listings	The following plugin needs to be updated to its latest version to ensure maximum compatibility with this theme: Favethemes Currency Converter		
Listings	Begin updating plugin   Begin activating plugin   Dismiss this notice		
Add New			
Listing Type	★BEST VIEW Wonderland ★ Cozy Cabin on Pond	Publish	~ ~ *
Room Type Amenities	Permalink: <u>https://yourporter.boostlywebsite.com/listing/<b>*best-view-wondecabin-on-pond-2</b>/</u>		Preview Changes
Facilities	Edit with Elementor	P Status: Published Ed	it
Country		Visibility: Public Edit	
State		Published on: Oct 4,	2021 at 02:12 Edit
City	Yadd Media         Visual         Text	Readability: Not avai	ilable
Area Settings		SEO: Not available	

## Auto Sync Settings

- 1- Plugin Setting page (Go to Listings > Settings)
- 2- View existing auto schedules
- 3- Can enable/Disable each auto sync by clicking checkbox under Action Column.

🔞 🎓 yourporter.boost	tlywebsite.com 🗯 Homey Options	😋 4 📮 0 🕂 New 📢 2		Howdy, abdul			
Settings							
• Reservations	Amenities Override	Amenities are not coming from API.					
🖉 Reviews	Leasting Quantity						
船 Testimonials	( Country , State , City )	Location Override ( Country , State , City )					
Comments							
Invoices	Property Type Override	Properties type not coming from API.					
Partners					_		
Things to do	Auto Sync Schedules	1	3				
🔛 Contact 🚺	1		$\bigcirc$				
Elementor	Cronjobs	Schedule	Distance to next run (Hours, Min, Sec)	Action			
🝃 Templates	Property Syncing	After Every 2 Hours	04:53:24	$\checkmark$			
Crocoblock	Property Trashing	Once a day	12:53:24	$\checkmark$			
🔊 Appearance	Submit						
🖌 Plugins							

# 4- Website Settings

## **Plugin Settings**

- 1- Plugin Setting page (Go to Listings > Settings)
- 2- Enter required API credentials

🕅 📸 yourporter.boos	stlywebsite.com 🛛 🛍 Homey Options	😌 4 🔎 0 🕂 New 🕅 2 Howdy, abdul 🔟
91 Media	API Credentials	
Pages		
🗣 Listings 🔹	Authorization Token	Z29yZG9uQHBwdHJvY2tzLmNhOjEyMzQ1Ng==
Listings		(4)
Add New	Thumbnail URL	https://yourporter.boostlywebsite.com/wp-content/up
Listing Type		
Room Type		
Amenities	Sync/Override Settings	
Facilities		
Country		
State	Title Override	
Area	Description Override	
Settings		

- 3- Override options
- 4- You can enable / disable override settings for API data.

🚯 📸 yourporter.boost	tlywebsite.com 🗯 Homey Options	O 4 ₱ 0 + New Ø 2 Howe	ly, abdul 📃 🥤
Room Type	1		
Amenities	Sync/Override Settings		
Facilities			
Country			
State	Title Override		
City		6	
Area	Description Override	$\checkmark$	
Settings			
• Reservations	Amenities Override	Amenities are not coming from API.	
🖉 Reviews			
指 Testimonials	Location Override ( Country , State , City )	$\odot$	
Comments			
Invoices	Property Type Override	Properties type not coming from API.	
Partners			

5- Can view and enable/disable Auto Syncs.

	a the film of the						
<b>• •</b> • •	stlywebsite.com 🗯 Homey Options	↔ 4 🛡 0 🕂 New 🕅 🕗			Howdy, abdul 📃		
Settings							
Q Reservations	Amenities Override	Amenities are not coming from API.					
🖉 Reviews							
占 Testimonials	Location Override ( Country , State , City )	$\odot$					
Comments							
Invoices	Property Type Override	Properties type not coming from API.					
Partners							
<b>Things to do</b>	Auto Sync Schedules		(6)				
💟 Contact 🚺							
Elementor	Cronjobs	Schedule	Distance to next run (Hours, Min, Sec)	Action			
🗁 Templates	Property Syncing	After Every 2 Hours	04:53:24	$\checkmark$			
Crocoblock	Property Trashing	Once a day	12:53:24				
🔊 Appearance	Submit						
😰 Plugins	Subint						
🛠 Snippets							

## 5- Customization

#### **Auto Registration**

Changes for auto registrations module are in following files.

- 1- homey-child\template-parts\boostly-modal-register.php
- 2- homey-child\template-parts\instance-booking\nightly.php
- 3- plugin/your-porter/assets/js/your-porter.js
- 4- plugin\your-porter\your-porter.php

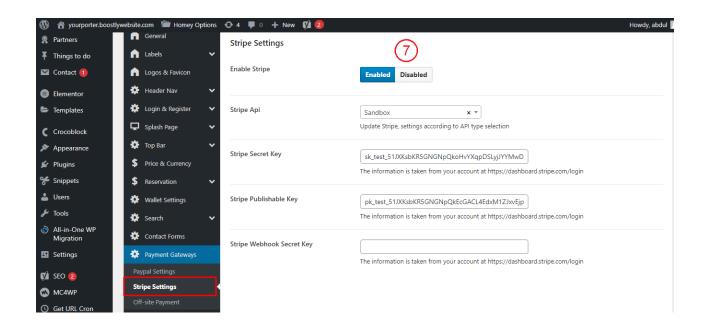
## 6- Gateways

#### Stripe

Changes regarding stripe to Your Porter reservation are in the following files.

- 1- theme\homey-child\template-parts\instance-booking\nightly.php
- 2- plugin\your-porter\your-porter.php
- 3- plugin/your-porter/assets/js/your-porter.js
- 4- plugin\your-porter\classes\class-stripe.php

#### Homey theme settings to enable / disable Stripe gateway



## 7- Code

### **Child Theme**

Path: theme\homey-child

## **API Plugin**

Path: plugin\your-porter