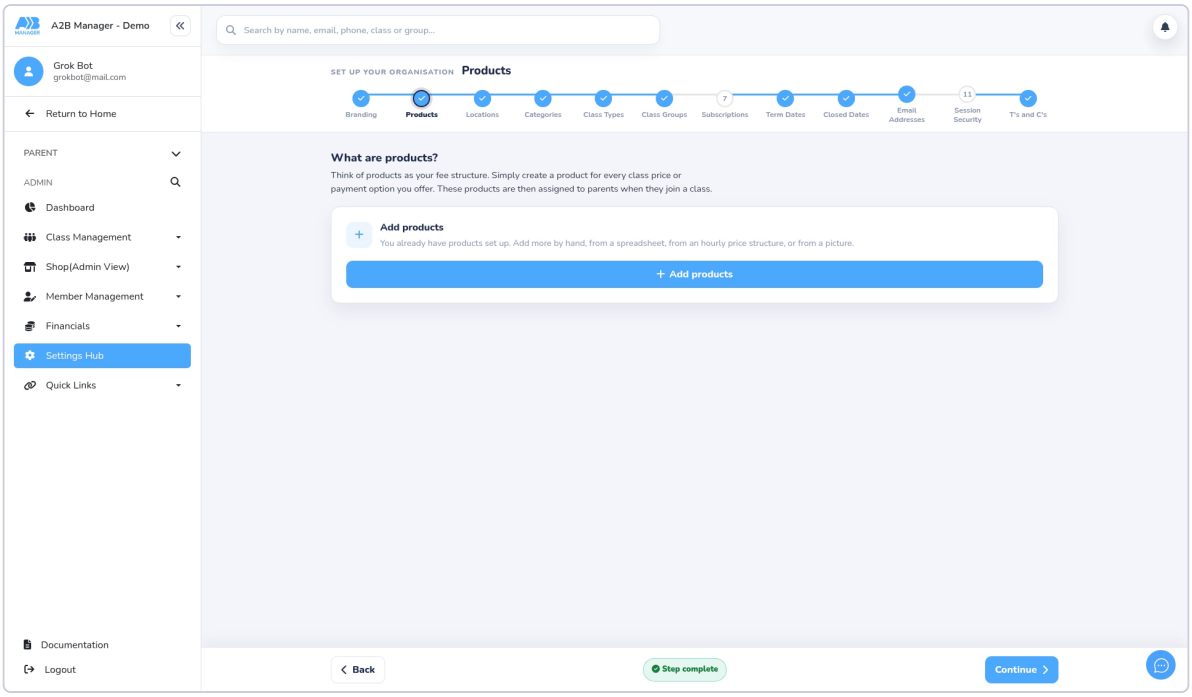
How to Add Products in the Setup Wizard

Products are your fee structure. Create a product for every class price or payment option you offer. They are then assigned to parents when they join a class, and are set up in your Stripe account.

Adding products

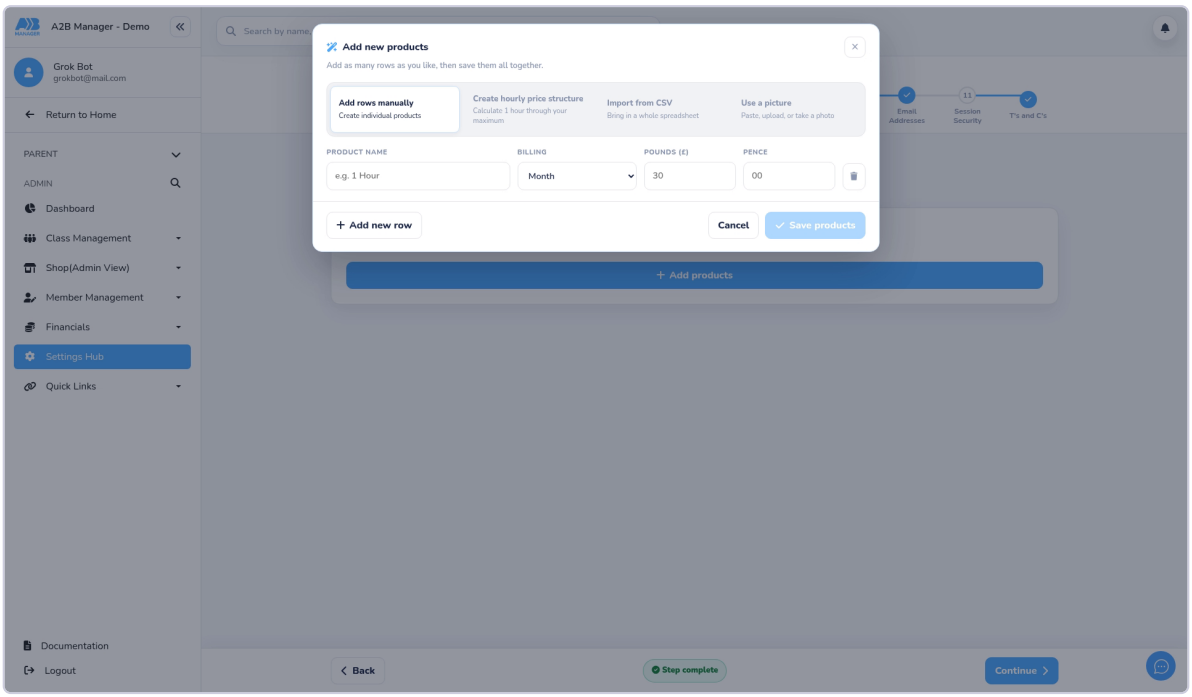
1. Open the Products step (0:00)

- Open the **Setup Wizard** and go to the **Products** step ("What are products?").



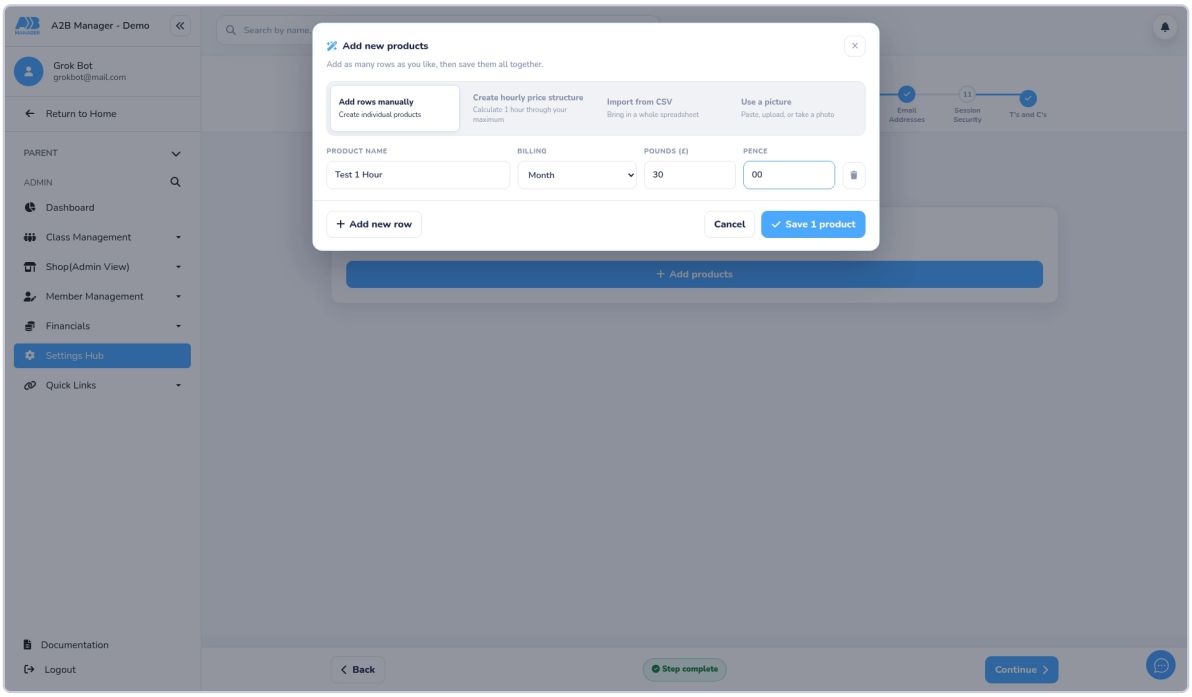
2. Choose how to add products (0:10)

- Click **Add products**. The **Add new products** window gives you four ways: **Add rows manually**, **Create hourly price structure**, **Import from CSV** and **Use a picture**.



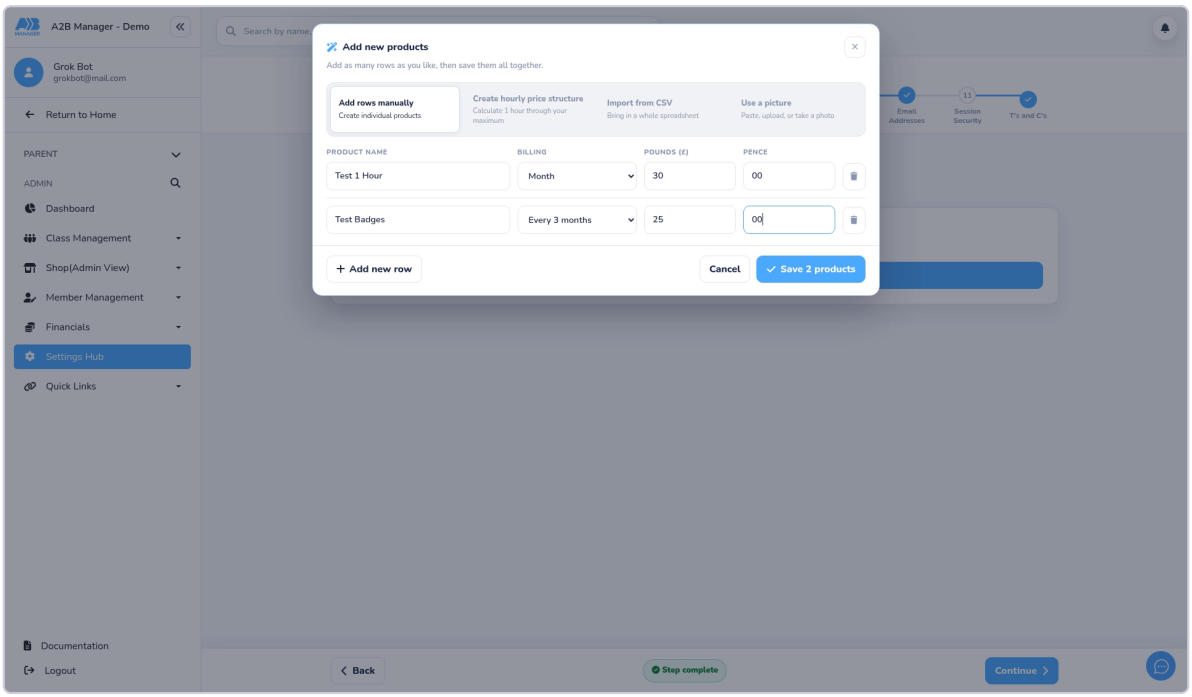
3. Add a product by hand (0:23)

- With **Add rows manually**, type a **Product name**, for example **Test 1 Hour**.
- Choose the **Billing**: Month, Year, Every 3 months or One-off.
- Enter the price in **Pounds (£)** and **Pence**.



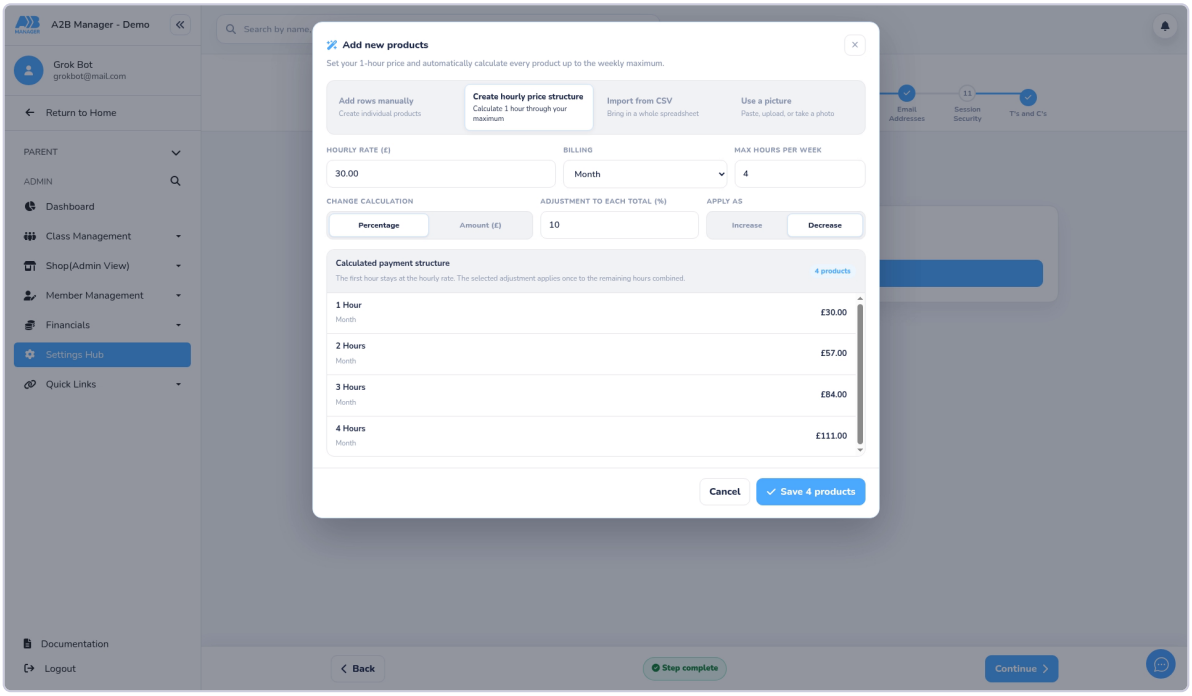
4. Add more rows (0:52)

- Click **Add new row** for each extra product, for example **Test Badges** billed every 3 months at £25.00.
- Use **Remove** to delete a row you don't want.



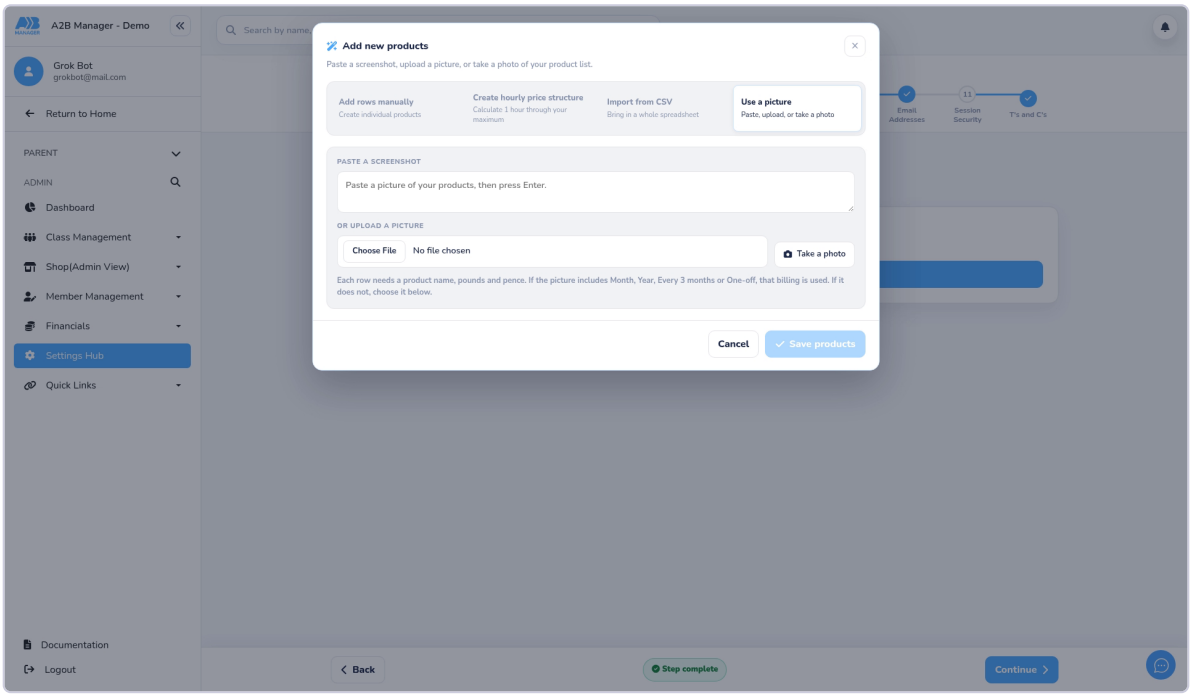
5. Create an hourly price structure (1:36)

- Choose **Create hourly price structure** to create prices from 1 hour up to your maximum.
- Enter the **Hourly rate (£)**, **Billing** and **Max hours per week**.
- Under **Change calculation**, choose **Percentage** or **Amount (£)**, enter the change, and choose **Increase** or **Decrease**. The **Calculated payment structure** shows each price.



6. Import a CSV or use a picture, then save (2:45)

- **Import from CSV** needs a **Product Name** column, plus **Billing**, **Pounds** and **Pence**. You can check the rows before saving.
- **Use a picture** lets you paste, upload or take a photo of your price list. The products are read from it for you to check.
- Click **Save N products** to create them.



Good to know

- Your existing products are listed with their price, status and number of subscribers. Use **Show** to see active or archived products.
- You can **Archive** a product to stop using it, and **Restore** it later.
- Saving creates the products in your Stripe account, so check names and prices before you click **Save**.