instaforex
Instant Forex Trading

Operation manual for the administration control panel of the constructor website

1. **Authorization**

2. **Change interface language**

3. **Search box**

4. **Main menu**

4.1 Web-pages
4.1.1 Remove web-page
4.1.2 Edit web-page
4.1.2.1 Edit content
4.1.2.2 Edit metatags

4.2 Add Page

4.3 Menu
4.3.1 Add new element
4.3.2 Edit/remove element

4.4 Manage Templates
4.4.1 Add link
4.4.2 Delete link
4.4.3 Change copyright

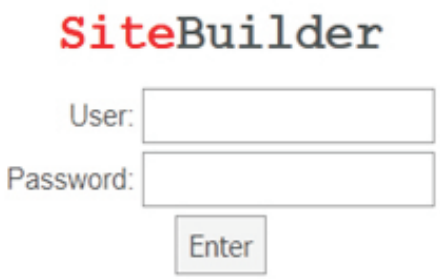
4.5 Design
4.5.1 Edit default design
4.5.2 Edit default font

5. **FAQ**

5.1 How to place an image?
5.2 How to place a link?
5.3 How to place an image with a link?
5.4 How to place a counter register, flash banner?
5.5 How to make changes to the main template?

1. Authorization

In order to start working in the website administration control panel, please follow the link **http://domain_name/site_builder/** and pass the authorization procedure.

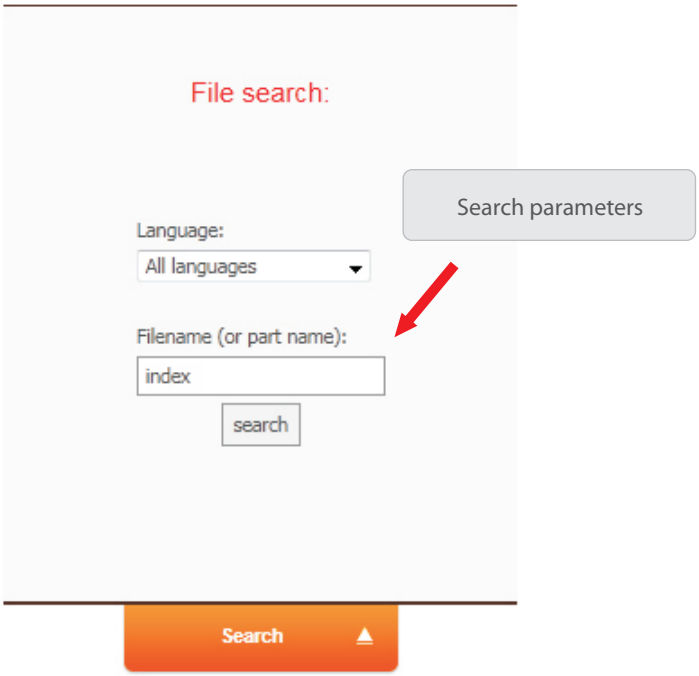


2. Change interface language

Once the authorization is completed, the administration control panel of the website constructor is launched. Its default language is English, yet it can be changed into Russian by a click on the corresponding option button in **the language box**.

3. Search box

The **search box** allows finding certain web-pages by determining the search domain (search in the language version set or in all the versions).



4. Main menu

The main menu consists of five points:

Web-pages. Use this point for editing and removing the web-pages of the affiliate website.

Add Page. In this section you can create a new web-page, fill it with certain content in the easily understandable panel (the panel enables you to add links, handle the text, upload images etc.). You can also include the following metasymbols for a new web-page: title, keywords, description.

Edit Menu. In this section the structure of the website menu can be altered. It serves to add/edit/remove the menu points.

Manage Templates. This section allows managing the website templates (the part of the website page comprising side and bottom menu as well as headings). Furthermore, here you can add/remove links to/from the side menu on both sides from the text and also change Copyright.

Design. With the help of this section you can choose any scheme elaborated by our team and change the font.

4.1 Web-pages

Web-pages

Select the language of the web-pages: Russian

Filename	Path	Modify	Delete
404.php	Z:/home/constructor/www/templates/ru/404.php	Edit	x
about_us.php	Z:/home/constructor/www/templates/ru/about_us.php	Edit	x
account_types.php	Z:/home/constructor/www/templates/ru/account_types.php	Edit	x
analytics.php	Z:/home/constructor/www/templates/ru/analytics.php	Edit	x
calendar.php	Z:/home/constructor/www/templates/ru/calendar.php	Edit	x
call-back.php	Z:/home/constructor/www/templates/ru/call-back.php	Edit	x
clocks.php	Z:/home/constructor/www/templates/ru/clocks.php	Edit	x
dividend.php	Z:/home/constructor/www/templates/ru/dividend.php	Edit	x
faq.php	Z:/home/constructor/www/templates/ru/faq.php	Edit	x
faq_for_partners.php	Z:/home/constructor/www/templates/ru/faq_for_partners.php	Edit	x
for_beginners.php	Z:/home/constructor/www/templates/ru/for_beginners.php	Edit	x
for_partners.php	Z:/home/constructor/www/templates/ru/for_partners.php	Edit	x
for_traders.php	Z:/home/constructor/www/templates/ru/for_traders.php	Edit	x
forex-catalogue.php	Z:/home/constructor/www/templates/ru/forex-catalogue.php	Edit	x
forex-news.php	Z:/home/constructor/www/templates/ru/forex-news.php	Edit	x
forex-resources.php	Z:/home/constructor/www/templates/ru/forex-resources.php	Edit	x
forex-signals.php	Z:/home/constructor/www/templates/ru/forex-signals.php	Edit	x

For a web-page to be reflected in a certain language, it is necessary to select the language.

4.1.1 Remove web-page

In order to delete a web-page, please press the x button.

4.1.2 Edit Page

4.1.2.1 Edit web-page content

In order to move to a page editing mode, you need to click the corresponding button. Once you did it, you will see the window of web-page editing.

Title: About the company InstaForex

Keywords: InstaForex

Description: InstaForex

Style Format Normal Font Size

About the company

Brand **InstaForex** and web-site InstaForex.com are owned by **InstaTrade Corporation**, which is a part of the Group of Companies **InstaForex** united investment companies all over the world. Since 2007 the main line of the Group of Companies **InstaForex** activity is on-line trading services. Nowadays we have clients from more than 50 countries, the main part of those are form Europe and Asia. Every day over 300 traders who invest their funds to exchange and stock markets choose our company.

InstaForex is a ECN-Broker, provided qualitative trading services on the exchange market. Cooperation with the major market-makers and Broker-counterparties, wide client base guarantee sound liquidity and opportunity to provide good services on-line.

Group of Companies InstaForex has licenses on brokerage and dealing activity issued to the InstaTrade Investment Company Ltd. by the Federal Financial Markets Service. Licenses' numbers on Brokerage, Dealing and Depositary business are: **077-11737-100000, 077-11739-01000, 077-11741-001000**.

For today more than 20000 individuals and corporate clients choose InstaForex. Regardless of the deposit size every client receives qualitative service, timely technical and consulting support. Top priority goal of the company is to provide clients with the full range of high-quality services at all stages of cooperation with InstaForex: from opening an account to funds withdrawal.

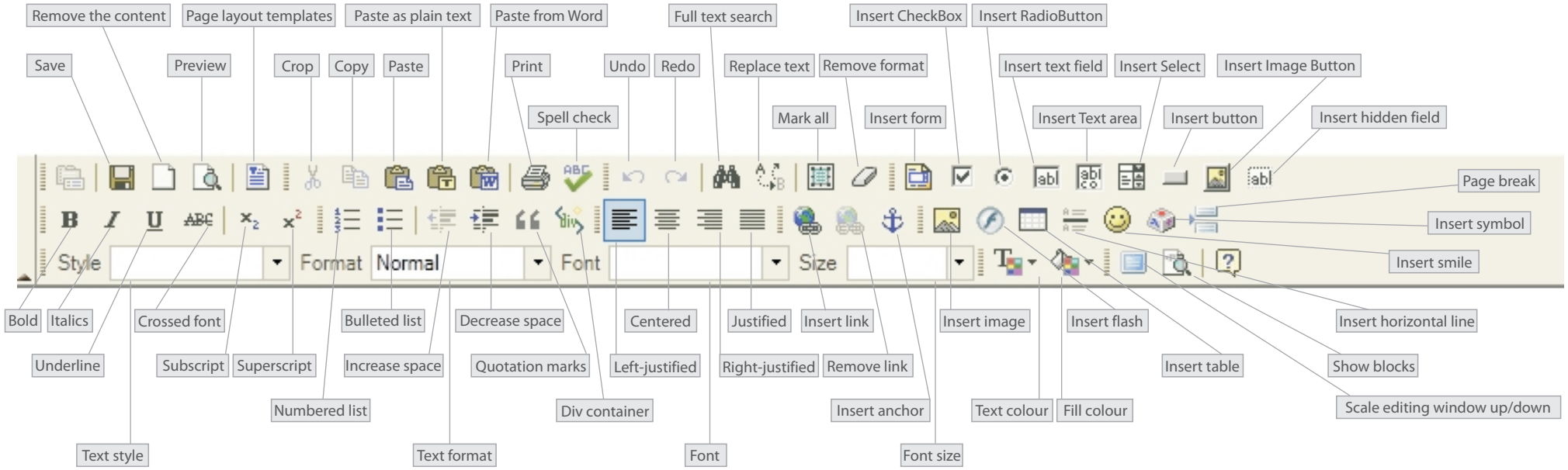
InstaForex clients have an access to the leading informational technologies and high-quality products of the well-known companies: **MetaQuotes Software** (developer of the most famous trading platform), **DowJones NewsWires** (Forex and Stocks News), **Reuters, e-Signal** and etc.

An access to the full package of services is ensured by one trading account opened with the company via Internet.

InstaForex team works hard in order every client experiences high level of investment activity coverage on the financial markets. We suggest you to become a part of traders' community with InstaForex. Start your trading way right now!

Modify

Editing a page is facilitated by the editing tools.



4.1.2.2 Edit metatags

While editing a web-page, metatags (title, keywords, description) can be input.

Title: Forex, Forex Trading, Currency Trading

Keywords:

Description:

Press the Modify button to save the changes you made.

4.2 Add Page

This window contains the abovementioned panel of editing a page, the field for entering the file name and that for choosing its language version.

Enter the filename (example_file.php) new_page.php

Select the language of the file: English

4.3 Edit Menu

In this section you need to choose a language version of the menu being edited.

Choose menu language: English
All languages
Russian
English
Indonesian
Malaysian

ADD MENU NEW LINK (6 steps)

1. First you should choose GLOBAL section(like About US, For Beginners or other) where you want to place your link

4.3.1 Add new element

1) Choose the section of the menu which you mean to add a link to.

Choose preferred section ----------

Choose kind of level

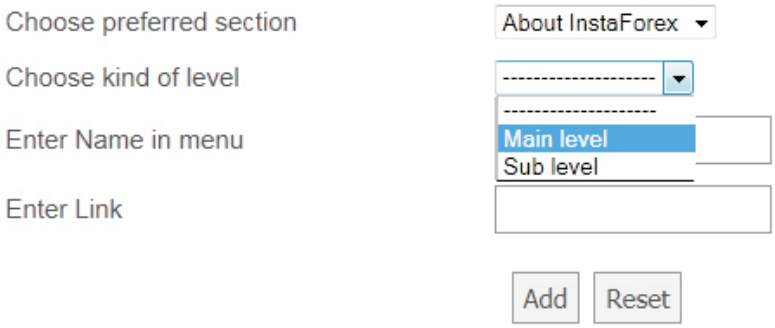
Enter Name in menu

Enter Link

About InstaForex
For Beginners
For Traders
For Partners
Support

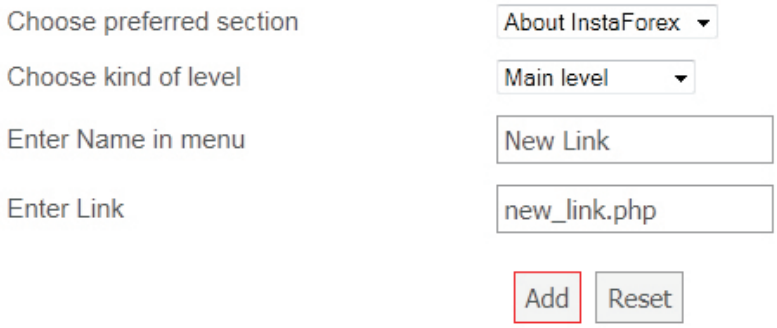
Add Reset

2) Choose the preferred level of the link.



3) Enter the name of the link (not less than 3 symbols).

4) Enter the link (Latin letters only).



5) Press the Add button to include the new link to the menu.

4.3.2 Edit/remove element

In order to delete a certain element, you need to press the Remove button. For editing a menu element after all the necessary modifications were made to the corresponding fields of the element (name and link) press the Change button.

About InstaForex

About InstaForex	index.php	Change	Default	
InstaForex	about_us.php	Change	Remove	Default
Why Choose Us	why_choose_us.php	Change	Remove	Default
History	history.php	Change	Remove	Default
Hedging	hedging.php	Change	Remove	Default
Company News	news.php	Change	Remove	Default
Our Team	team.php	Change	Remove	Default

4.4 Manage Templates

The menu of the section consists of three points:

4.4.1 Add Link

With the help of this section you can add a link in the left or right menu of the main website template.

Add Links to Main Template

Part of Main Template: Left

Select Main Templates: Left / Right

Filename	Path	Edit
main_template_ar.php	Z:/home/constructor/www/templates/main_template_ar.php	☐
main_template_cn.php	Z:/home/constructor/www/templates/main_template_cn.php	☐
main_template_de.php	Z:/home/constructor/www/templates/main_template_de.php	☐
main_template_en.php	Z:/home/constructor/www/templates/main_template_en.php	☑
main_template_fr.php	Z:/home/constructor/www/templates/main_template_fr.php	☐
main_template_in.php	Z:/home/constructor/www/templates/main_template_in.php	☐
main_template_ms.php	Z:/home/constructor/www/templates/main_template_ms.php	☐
main_template_ru.php	Z:/home/constructor/www/templates/main_template_ru.php	☑

Text		Link
Text	http://	link.com
	http://	
	http://	

Add Links

4.4.2 Delete Link

In order to remove a link from the main template you need to choose the template field (left or right menu), templates in which you would like to make removal and then press the Show links button.

Delete Links from Main Templates

Part of Main Template: Left

Select Main Templates: Show Links

Filename	Path	Edit
main_template_ar.php	Z:/home/constructor/www/templates/main_template_ar.php	☐
main_template_cn.php	Z:/home/constructor/www/templates/main_template_cn.php	☐
main_template_de.php	Z:/home/constructor/www/templates/main_template_de.php	☐
main_template_en.php	Z:/home/constructor/www/templates/main_template_en.php	☑
main_template_fr.php	Z:/home/constructor/www/templates/main_template_fr.php	☐
main_template_in.php	Z:/home/constructor/www/templates/main_template_in.php	☐
main_template_ms.php	Z:/home/constructor/www/templates/main_template_ms.php	☐
main_template_ru.php	Z:/home/constructor/www/templates/main_template_ru.php	☑

After you took all the above-mentioned steps there will appear a list of links of the templates chosen. For removing a certain link, please tick the checkbox corresponding to this particular link and press the Delete links from Main Templates button.

Delete Links from Main Templates

Delete Links from Main Templates

Z:/home/constructor/www/templates/main_template_en.php

Link	Delete
Text	☑

Z:/home/constructor/www/templates/main_template_ru.php

Link	Delete
Text	☑

4.4.3 Change Copyright

Changing Copyright requires choosing template(s) from the list, entering a new one in the corresponding slot and clicking the Change Copyright button.

Change Copyright

Select Main Templates:

Filename	Path	Edit
main_template_ar.php	Z:/home/constructor/www/templates/main_template_ar.php	☐
main_template_cn.php	Z:/home/constructor/www/templates/main_template_cn.php	☐
main_template_de.php	Z:/home/constructor/www/templates/main_template_de.php	☐
main_template_en.php	Z:/home/constructor/www/templates/main_template_en.php	☐
main_template_fr.php	Z:/home/constructor/www/templates/main_template_fr.php	☐
main_template_in.php	Z:/home/constructor/www/templates/main_template_in.php	☐
main_template_ms.php	Z:/home/constructor/www/templates/main_template_ms.php	☐
main_template_ru.php	Z:/home/constructor/www/templates/main_template_ru.php	☑

New Copyright:

InstaForex

Change Copyright

4.5 Design

The menu of this section comprises two points:

4.5.1 Edit default design

In order to change the website design one of the provided templates is to be chosen and appropriate button to be clicked.

Edit Default Design

Select a Design Template

Default Design

Design #1

Design #1 Blue

Design #1 Green

Design #1 Purple

Design #1 Yellow

Design #2

Design #2 Blue

Design #2 Green

Design #2 Purple

Design #2 Yellow

Design #3

Design #3 Blue

Design #3 Green

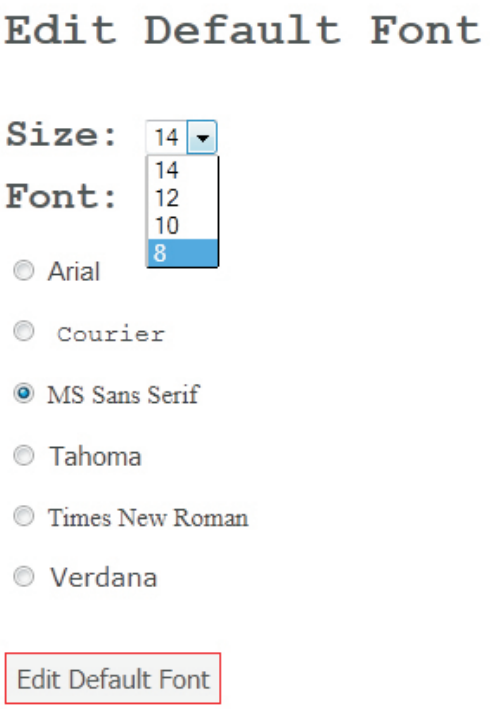
Design #3 Purple

Design #3 Yellow

You can zoom the design patterns to have a more thorough look on them by clicking on the corresponding image. List the zoomed patterns by clicking the arrow appearing at moving the mouse pointer in the lower right/left corner of the screen.

4.5.2 Edit default font

In this section you can change default font and its size. To do it, choose the corresponding values and click the Edit default font button.



5. FAQ

5.1 How to place an image?

In order to place an image on a web-page, you need to visit the **Web-Pages** section, choose a preferred language and start editing the page (see Edit web-page content section).

Place the mouse pointer in the area where you would like to insert an image.

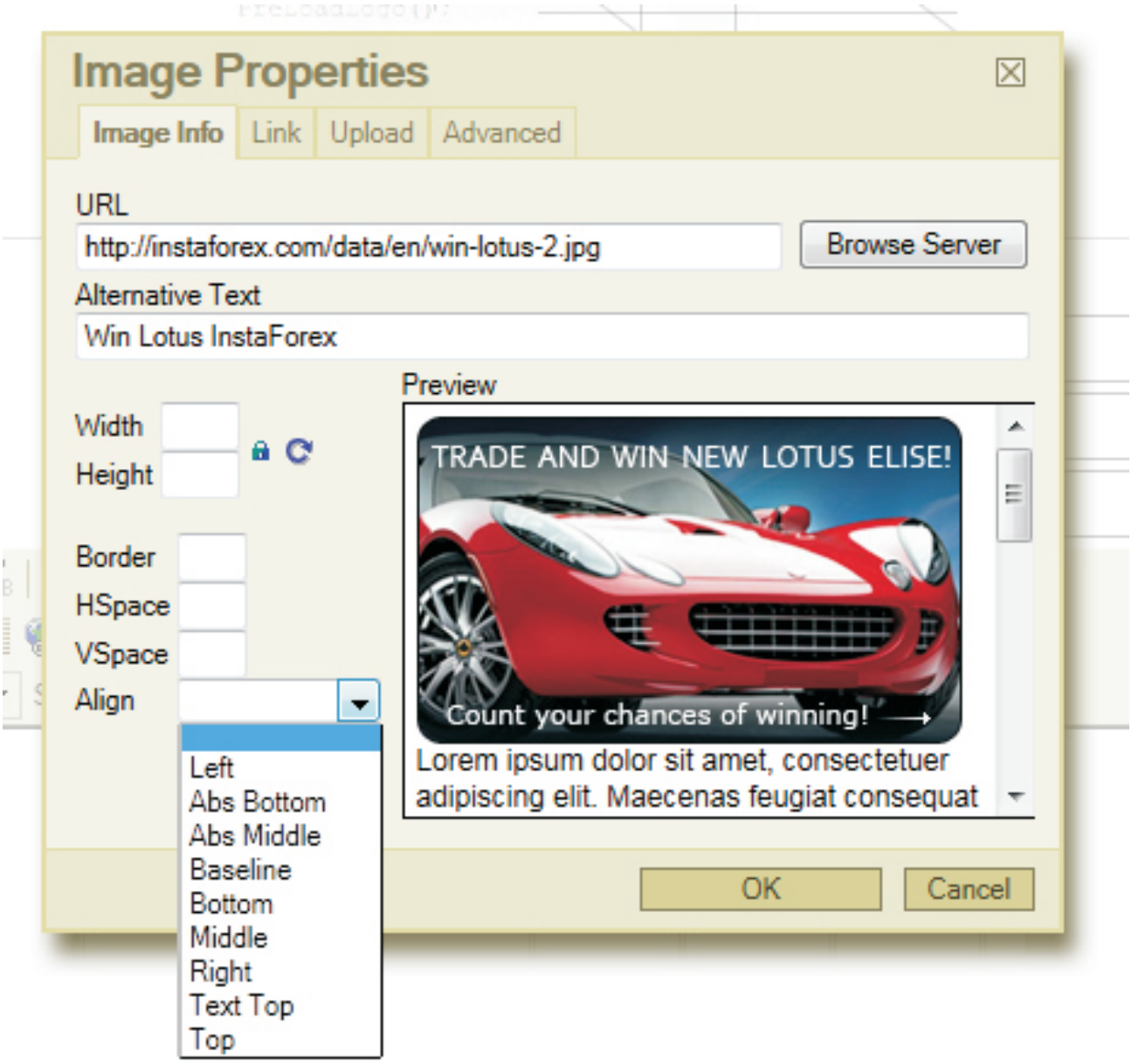
Find the Insert image option on the toolbar of web-page editing. You can either upload it or enter a link to it.

In order to place an image using the link, visit the **Image info** section. Enter the link to the image In the URL field, you can also input the text which will be displayed in case of the image being unavailable in the Alternative Text slot. The image will be shown in the Preview field.

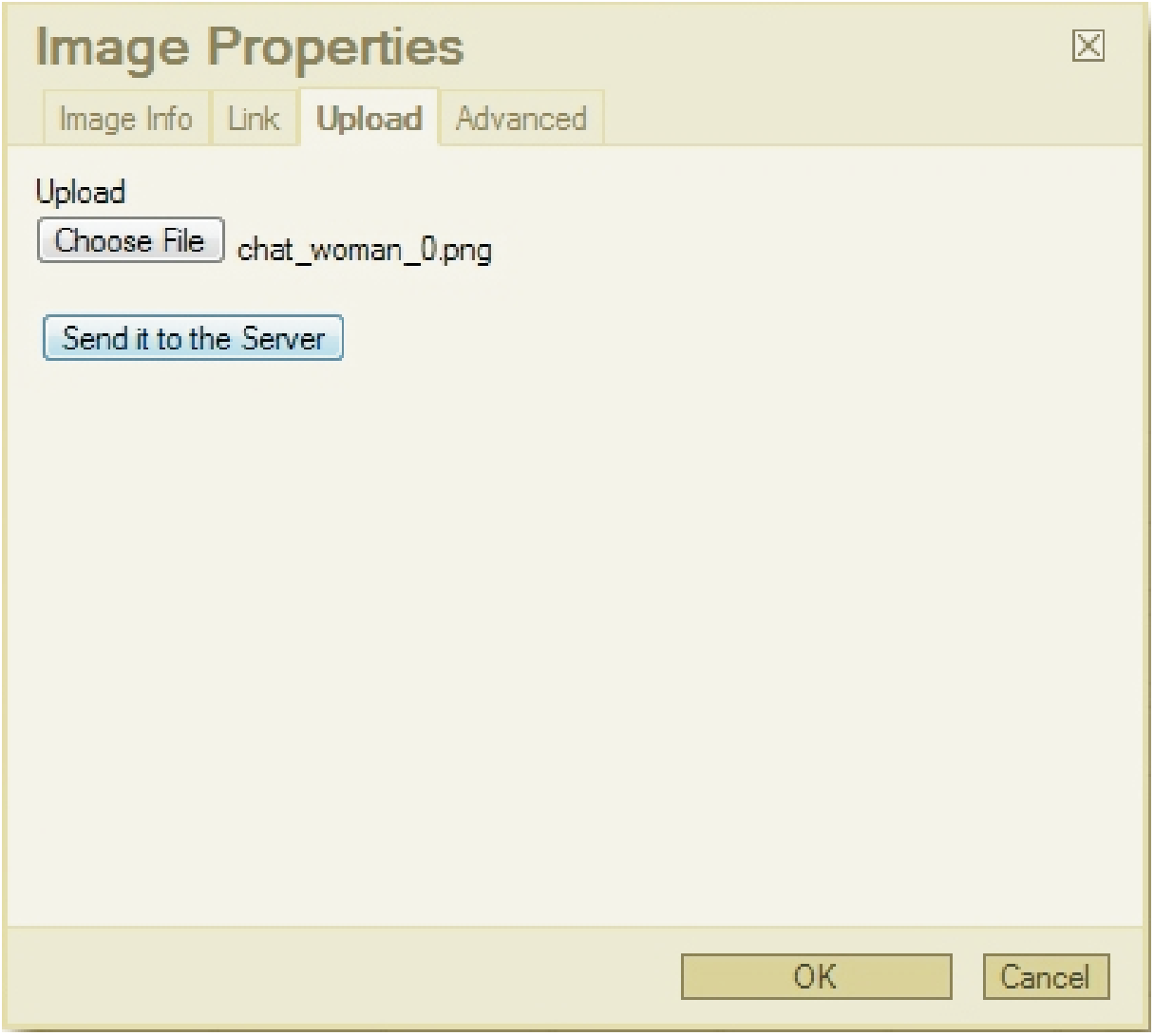
You can also set the following image parameters:

Width
Height
Boder – framing of the image (1,2,3…)
HSpace – horizontal spacing
VSpace – vertical spacing
Align

Click the Ok button to place an image.



In order to upload an image from your computer, please visit the **Upload** section, press the Browse button, choose the image to be uploaded and press the Send it to the Server button. Once the image is uploaded to the server, the **Image Info** section will open. Press the Ok button.



5.2 How to place a link?

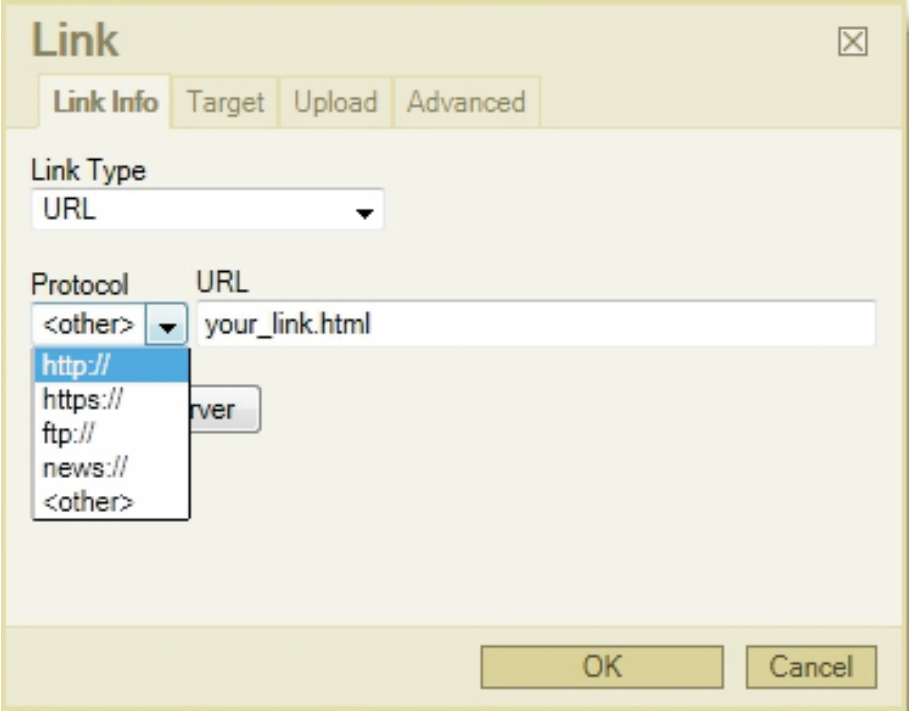
In order to place a link on a certain website page, please visit the **Web-Pages** section. Choose the preferred language and pass over to editing it (see Edit page content). Place the mouse pointer in the area where you would like to place a link.

Choose Insert link option on the toolbar.

Choose a link type in the **Link type** field.

URL – a link to the Internet source
Link to the anchor in the text – a link within the webpage
E-Mail – a link to the email

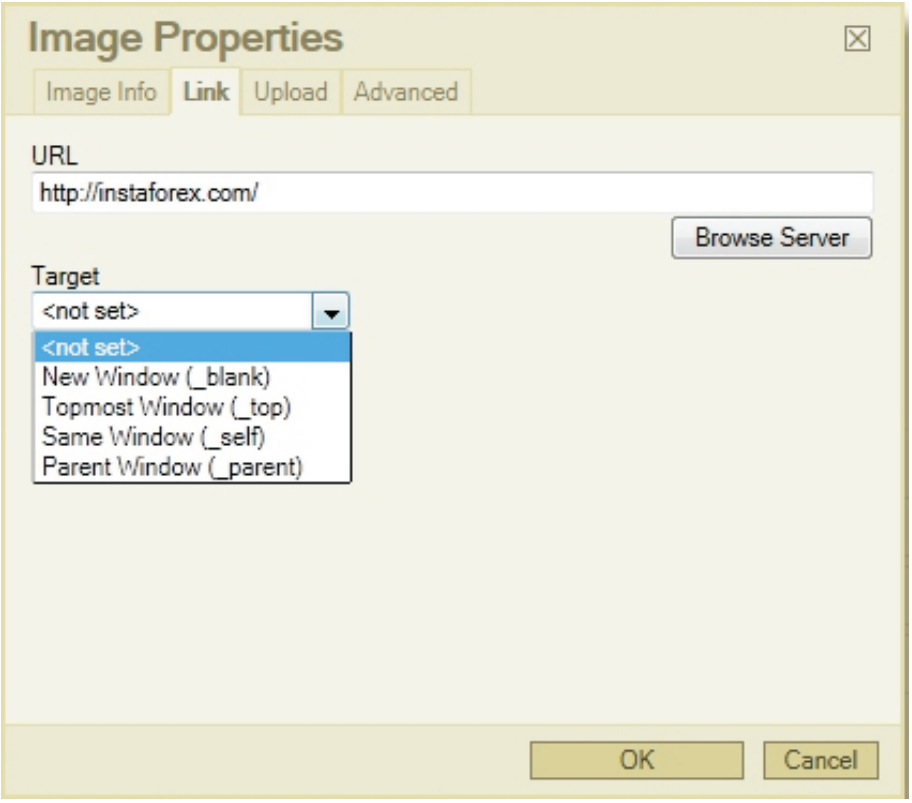
Choose a link protocol in the **Protocol** field, enter the link in the **URL** slot – press the **Ok** button to place it.



5.3 How to place an image with a link?

In order to place an image with a link on a certain website page, follow the steps represented in point 5.1 before pressing the Ok button.

Visit the **Link** section and enter the link to the **URL** field; you can choose the method of opening the link in the **Target** field. Press the **Ok** button for placing a link on the page.



5.4 How to place a counter register, flash banner?

You need to send a request to **partners@mail.instaforex.com**, specifying the web-page and the code for its placing.

5.5 How to make changes to the main template?

The main template is the website part including heading, side menus and bottom.

In order to modify the template, send a request to **partners@mail.instaforex.com** specifying the template language and code of counter register/banner/metatag.