Day 1

1. ## What is FlexiFunnels?

   Flexifunnel is a platform for people specially who don't have coding background and they want to do their online business.
   The platform provides all the tools which are required by individuals to take their business online.
   Flexifunnel is a powerful platform designed to help individuals and businesses take their online presence to the next level.

   It offers an all-in-one solution for building landing pages, integrating payments and email autoresponders, hosting courses, creating digital products, and setting up sales funnels. With Flexifunnel, there is no need to purchase separate tools or software, as it provides all the necessary resources in one place. The platform is particularly beneficial for those without a coding background, as it simplifies the process of creating a professional online presence. Whether one is an entrepreneur, marketer, or small business owner, Flexifunnel can help them streamline their online operations and achieve their goals.

2. ## Flexifunnel workshop

   Flexifunnel dashboard overview and setting>> Setting, Product(create digital or membership product),Project(create a new project>> collect email, sale funnel, webinar, product

launch, course creation or create a custom funnel project), Funnel(set logic of different funnels)

Flexifunnel setting overview>> Autoresponder integration(connect 7 standard autoresponder
Active champaign
Mailchimp
Aweber
Sendlane
Icontact
Getresponse)

webinar integration

Payment integration (integrate 5 standard payment integration
Razorpay
Cashfree
Paypal
Instamojo
Stripe)

Other integration(connect other integration like vimeo)

Domain(connect any domain)

Digital asset(create any digital asset)

Account setting>> gallery(all the image uploaded in account),report(all the reports),knowledgebase(all the doc related to flexifunnel), profile(check your profile), tutorial(check all the flexifunnel tutorial), roadmap and future request(check

all the future plans), What's new(check all the updates here), templates(check all the templates saved by you)

Product funnel overview

Project and project setting>> create project>>name it>>now create pages either using templates or selecting blank sheets>>preview templates before using to get idea about templates>>once chosen select it >> can update page name and also page path>> can make clone of page>> can visit page url>>check the report>> delete the page by confirming on the email received.

[FlexiFunnels](#)

Landing page with templates>> select any template>>preview it>>edit the page

Editor overview>>Design blocks(you can use already given designed built up blocks or block saved by use shown here)>> component (Create a whole new page using section>>row>>element)

How to make website>>connect different page with header navbar

How to make page live>> complete the page>> save it>>publish it>>

How to add retargeting code>> in editor>> retargeting code

Pop-up>> create pop up just like landing page >>

Blocks and building block>> already provided built up blocks

Domain to project>> Account setting in Setting >>you can change subdomain of flexifunnel domain
Eg:- kajal.flexifunnel.com
Where kajal is subdomain, flexifunnel is domain
Also, if page url is kajal.flexifunnel.com/success
Here "success" can be changed in page setting >>edit url "success" is slug of the page

Also connect own domain>> add subdomain eg. sales.kajalpunia.com

Purchase your domain using platform like>> Go daddy, hostinger or any other domain platform
Go Daddy>>domains>>My Domain>>Domain setting>>DNS record>>Add new record>> Cname>>Name as sales>>target as target.flexifunnel.com

Now in flexifunnel>> setting>> domain>> verify your domain>> once verified >> now you can connect your pages to this domain

Connect domain with the project>> project setting>>general setting>>select domain to connect with the all the pages of that project

Day 2

1. **How to connect email autoresponder and 2 ways to collect email>> parse and standard**

Collect email by using two method
Using 7 autoresponder(Active champaign, Aweber, Iconnect,Sendlane,Mailchimp,constant connect, Get response)
If you want to use any other platform then use parse code to connect it with the page(if use any HTML code then it can be done by parse integrating)

2. **Collect leads using forms>> create a page>> section>row>> forms>>setting>>connect with autoresponder>> on submit go to>> thankyou page url**

   [Screenshot by Lightshot (prnt.sc)](prnt.sc)

3. **Lead page and thank you page >> create an email optin page to collect email and then Thankyou page**

4. **Create digital asset>>setting>> digital asset>>**
   [Screenshot by Lightshot (prnt.sc)](prnt.sc)

5. **Reports of a page>> check report of page to check the opt in emails**
   [Screenshot by Lightshot (prnt.sc)](prnt.sc)

6. Collect payment in flexifunnel>> setting>> payment integration>>connect payment gateway

7. Create product>> create 2 types of product>> digital and membership
   Membership product [Screenshot by Lightshot (prnt.sc)](prnt.sc)
    Digital product [Screenshot by Lightshot (prnt.sc)](prnt.sc)

8. Create checkout page>>pages>> section>>row>>others>> order form>> connect a digital product with checkout page>> it will dynamically update the pricing

9. Use advance reporting system>> go to reports>> shows all the reports

10. Create membership course

    Create a course project>>membership area>>course name>>course tagline>> create module>>can add video from vimeo and youtube, doc or playlist

    Can create different modules
    Can edit description, can add resources like notes,
    Can provide 1 downloaded resources till 2 MB
    If there is more than just paste google drive link in which there are resources

    Course setting>> upload course image and thumbnail

Pricing setting>>Add new bundle>>make different bundle of course eg. basic, intermediate, Advance version of course

My member>>set all the credential

Add New course>> add more than 1 course in 1 membership course

There is no need to add Thankyou page as it is take care by flexifunnel
Create checkout page

Now make membership product to sell the course
[Screenshot by Lightshot (prnt.sc)](prnt.sc)

Create sales page>> add product in buttons

11. **Sell membership product**

12. **Create funnel logics**
    [FlexiFunnels]

Day 3

1. Watch all flexifunnel tutorial
   Overview of dashboard and account sub domain

Add domain
Add core domain
 Home page and landing page setting

Autoresponder and webinar integration

Payment gateway integration

Page editor >> section>> row>> element
  Pop up, built in blocks,adding code, changing URL, seo setting, retargeting code, title, css info,sticky section, image slider, lazy loading, Iframe element, use form order, save page as template,use built up blocks, use DFY templates, use custom code,hello bar with timer

Product creation>> all about digital product

Membership course creation>> all about membership course

Funnel logics>> all about funnel logics

Advance integration and data pass>> connect digital asset and webhook

Report and Statistics

Sub user access>> create a sub user access and provide permission to sub user

Day 1 Designing workshop

Secret formula to create any section

Look at the page/section/segment
Figure the element
Now assemble the element

section>>row>> element

Sidhaant uses row>>row>>element(add headline, form)now give border to row containing (including headline and form)

If need any image used in any webpage >> right click>>inspect>>images>> download the image and use it

Do some designing like changing the text color , size, background, text style, can highlight any text just giving color to it
Add button and can edit button test, add icon on it, connect it either with product or digital asset or next page etc

Create a digital asset
Screenshot by Lightshot (prnt.sc)

15 days training (flexifunnels.com)

Already done with the toady designing work ,

DAY 4

Learning of Day 2 and 3 Designing workshop

1.Steps to design a landing page

Select "Section">>"Row">>"Element"

3. **Sticky header or Footer**

Settings>> Background>>Sticky>>"On top" for Header or "On bottom" for Footer

4. **Mobile and Desktop Responsive**

Select the portion and modify it in respective view (Desktop and Mobile). The changes made in a respective view can be visible only in respective view by

Section Setting>>Background>> show on >>"Desktop devices only " or" Mobile and tablet devices only" or"all the devices"

5. **How to add wave and curve on landing page**

https://sb.flexifunnels.com/editor-page

Select the section>>Setting>>shape divider type>> "Curve" or " any pattern available"

6. **Backbone of designing in flexifunnel**

In settings, you can find various details>> Border, Spacing including margin and padding, Background including image, color and gradient, Sizing, Effects, Animation, Advance and basic setting.

7. **How to create website in flexi funnel**

   Section>>Add header navbar>> modify it like (add as much menu you want, modify the image and logo, also add submenu)>> connect all the pages to respective menu(create all different pages need to connect with the website)

8. **How to redirect the header option to the desired location?**

   Section Setting>> Css info>>copy Section ID>> go to header section setting>> in submenu add copied Section Id "#Section Id"

   It will help to navigate the menu or submenu to the different sections of the landing page in the same window.

9. **Different type of Rows**

   types>> 13
   Basic and advance setting>> background, spacing, sizing, effects, animation

10. **Different element of the Rows**

types>>20

Every element has different usage

Elements are>> Headline, Subheadline, Icon, paragraph, image, progress bar, Iframe, Divider, paragraph, video, button, no thanks button, list item, list group, countdown timer,social link etc

10 Floating video

video>> setting>>floating mode on

11. Button setting,

State and Hover

12. How to make POPup

Create popup similar to landing page

13. Lazy loading option
Help to load page one by one and helps to increase the loading speed

14. Animation

Animation helps to give animated effect to various elements

15. Also, learned advanced setting
Transform, rotate, skew, position, opacity

Already done with the toady designing work , also tried some more designing practice

[sales (flexifunnels.com)](#)

Day 5

1. How to fill testing Report sheet for standard integrating and parse code
Enter project name
Project link
Published link
List name
Add olg tag
Add new tag

First name, email, phone number >>> are standard fields
Zip, country, city >>> are custom fields

Form type >>> vertical or horizontal

Email id used for testing

After testing

Check your autoresponder data whether the email and other data is passed>>> tags, testing list, testing email id

Take screenshot

Update the reporting sheet
Add list name and screenshot

Add editor link
Screenshot

Check Eye view is disabled or not in the >>> Setting

1. **How to fill memberships and funnel reporting sheet**

   Update

   Project link
   Bundle 1 Sales page link
   Bundle 2 sales page link
   Bundle 1 ty page link
   Bundle 2 ty page link
   Email id for testing purpose >>> check in membership area>> my members>> email
   Old tag
   New tag

   Update whole sheet and
   Same has to done for funnel

2. **How to update editor sheet**
   First check all the option of editing in editor
   And update the list as per the testing

   Domain module

   Also, worked on assignment questions
   Already answered:-29 question

Day 6
Done testing
1. Standard integration for all the Autoresponder

2. **Parse code integration for all the Autoresponder**
3. **Created funnel and all products FE,OTO1, OTO2, OTO3,DS1,DS2,DS3,Free product**

Day 7

Learning from Live chat Support

First login in chat support
Make yourself active whenever you are on live chat
There are 5 tabs showing message from customer
We have check "All assigned" to check number of queries pending.

Click on particular query and answer it.
We can attach screenshot or pdf file or any file also.

Use "Co browse " to go on call with customer.

We can control customer and take customer system access by

Co browse>>view and control

We do have premade response for repeated queries.

Use "/" for canned response.

Can share the helpful articles from document option

Once the query is resolved hit resolve button.
Only hit resolve button, if the query is fully resolved

Use "/opening message","/more","/offline","closing message"

There are number of canned response which needs to used as per different scenario

Day 8
Learned all testing:- Std integration, parse integration, product and funnel and membership

Freshwork

After login,set the active button on and make sure to check sound

First message should be within 3 min

New :- the chat which has not been assigned yet to any agent

All assigned: total number of chats assigned to all the agent
Resolved: all the chats which are already resolved

3 types of queries
1. Basic: which already has an articles and canned message and FAq answered
2. Editor and landing page:

3. Bug problem : screenshot and can ask for login credential

After getting query for bug : ask for screenshot and create ticket

Once any query got resolved, canned message :- "/more" if the answer is no

Canned message "/closing" and click resolved

Be empathetic with the customer
Try to resolve by using screenshot or loom video.
If you are not sure then ask your team regarding the same.

Day 9

Watch Live Q&A with the team

Customer will get an email, showing how to book an call
If customer in on first call with us, then we need to tell him/her that he/she can book 2 more calls for 30 min with us within 90 days of purchase.

If Customer has purchased any domain then he/she needs to login in the site from where domain is purchased.

Also, if customer has Autoresponder, payment gateway then all these need to be connected

Customer need to login from laptop or desktop , it will be waste if he/she is login on phone.

Take notes what customer exactly is saying or having problem

Try to ensure customer will do everything by his/her own.
Try that customer will do all the integration and page building.

For domain just do CName mapping it doesn't matter which platform is used to buy it.

Day 10

Payment integration
1. **Razorpay**
   Account>profile>add website>add details>

   Now generate API keys>>in Live Mode

   If there is more than 1 domain then add more website

   Using additional website /app

Generate APi keys

Login to Razorpay account>> setting>>Api key> regenerate key button

Copy key ID and key secret and add them in fexifunnel payment integration.

For test purpose >>choose test mode
For live purchase>> choose live mode

Also, enabled international payment in setting

Cashfree

Login to cashfree account>> Developers>>auto collect>>Api key>>generate ApI key>>download API key

Add API key in payment integration.

Instamojo

Login to instamojo account >>API and plugin
Copy the API keys and paste in flexifunnel payment integration

Stripe

Login in stripe account>>API key>>paste keys in flexifunnel payment integration

Paypal

developer>>MY account>>My app and credentials>>live mode>>if already created app then click on it or create app>>add client ID and secret in flexifunnel payment integration

Autoresponder

Active champaign
AC>>setting>>developer>>API keys and URL>>copy them to flexifunnel Autoresponder integration

Aweber
flexifunnel autoresponder integration
Aweber>>account name>>redirected to Aweber account>>add account details>>connect

Constant contact

flexifunnel autoresponder integration
Constant contact>>account name>>redirected to constant contact account>>add account details>>connect

Get response
flexifunnel autoresponder integration

Get response >>account name>>redirected to
Get response account>>add account details>>connect

Icontact

iContact username that you use to log in is used as the API-Username

icontact>>Click the account name on the top-right side>>Settings and Billing**>>**Click the account name on the top-right side**>>**Custom API integrations >>CREATE>>PI Application ID, Username, and Password under the *Getting Connected* section**>>**Enter an API Name and API Description under the *API Information* section>>Save Changes>>**copy them to flexifunnel Autoresponder integration**

Mailchimp

flexifunnel autoresponder integration
Mailchimp >>account name>>redirected to
Mailchimp account>>add account details>>connect

Sendlane

Sendlane>>setting>>API keys >>Sendlane API V2**>>**API Token>>popup will come where you have to enter a token name>>Create button>>**copy them to flexifunnel Autoresponder integration>>**popup will come where you see that "API Token" just copy >>paste it into the FlexiFunnels Sendlane Autoresponder.

Domain

Go daddy

Subdomain

Godaddy>>Select your Domain>>ADD" Button in the DNS Records settings>>add "CNAME" Record

"subdomain" added in Flexifunnels Account>>

Eg:- www.kajalpunia.com
Here "www" is subdomain need to add as CNAME

Point to >>target.flexifunnels.com

Now verify it in Flexifunnel domain integration

Domain

Godaddy>>Select your Domain>>ADD" Button in the DNS Records settings>> **Add A NAME** as a

New Record>>Targeting **@** to "**151.139.128.10" like address will be shown on the screen while**

connecting the domain

Note :- Remove the "AAAA record" & "Parking IP" from the domain providers

Namecheap

Login into account>>Domain list>>Manage >>Advance DNS>>Add new record>>Cname>>add

"subdomain" in host field>>add target.flexifunnels.com as Value>>Save >> click to verify in

Flexifunnel account

Hostinger

Login in account>>Domain>>select your domain>> DNS/namesavers>>add record>>click to
verify in Flexifunnel account

Cloudfare

Login in account>>account>>Domain>>Dns>> record>>Add Record   click to verify in Flexifunnel account

Note

Make sure your connection is not set to "Proxied" and set to DNS only.

Bluehost

Login in account>>Domain>>Manage>>Dns>> record>>Add Record   click to verify in Flexifunnel account

Big rock

Login in account>>select Domain>>>Dns Managment>>manage DNs>> **Cname record tab**. >>enter host name>>value>>Add Record   click to verify in Flexifunnel account

Crazy domain

Not able to understand

Enbecom

Login in account>>Domain>>Zone editor>>Cname record>>Add Record   click to verify in Flexifunnel account

Still need to revise all the things again again

**However, it was a great experience learning all the things
Also, it is a great platform**

Chat

For appointment booking

For the appointment booking create a sales page and use the custom element for appointment booking.
https://help.flexifunnels.com/support/solutions/articles/36000381014-custom-code-element-settings **if the user will book the appointment then you will get the Lead.**

Note - you need to use third-party tools for appointment booking.

And create a thank you page.

Please follow this article also
https://help.flexifunnels.com/support/solutions/articles/36000398898-how-to-integrate-calendy-with-flexifunnels