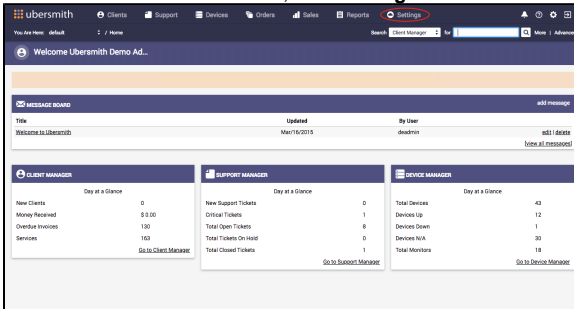


Configuring the Welcome Wizard

When you first log in to *Ubersmith* or add a new brand, the *Welcome to Ubersmith Wizard* walks you through four critical configuration steps to support your business. While the wizard configures the most crucial options, it is highly recommended that you go through each of the pages in *Settings* to ensure all aspects of *Ubersmith* are properly configured.

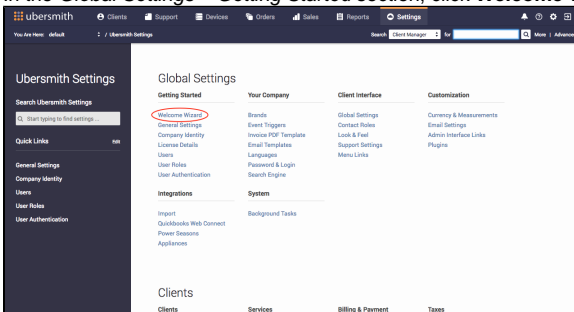
Access the Welcome Wizard

1. From the *Ubersmith Dashboard*, click **Settings**.



The *Ubersmith Settings* page appears.

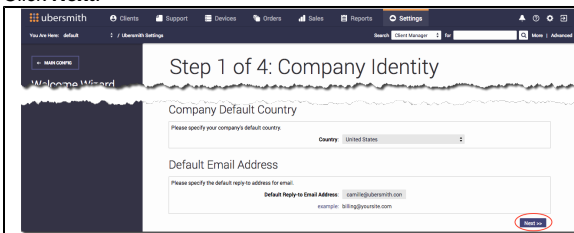
2. In the *Global Settings – Getting Started* section, click **Welcome Wizard**.



The *Welcome Wizard* page appears.

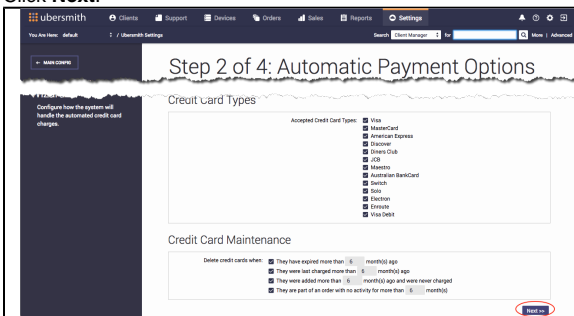
Completing the Welcome Wizard

1. Complete *Step 1 of 4: Company Identity* page. See [Configuring Company Identity](#).
2. Click **Next**.



The wizard advances to the second page.

3. Complete *Step 2 of 4: Automatic Payment Options*. See [Configuring Credit Card Options](#).
4. Click **Next**.



The wizard advances to the third page.

5. Complete the *Step 3 of 4: Payment Processing Options* page. See [Configuring Payment Processing Options](#).

On this page:

On this page:

- [Access the Welcome Wizard](#)
- [Completing the Welcome Wizard](#)
- [Related Topics](#)

6. Click **Next**.

The screenshot shows the 'Step 3 of 4: Payment Processing Options' page in the Ubersmith settings. The page has a dark sidebar on the left with a 'Back' button and a 'Next' button. The main content area lists four payment processors: Robokassa, Skrill, WebMoney, and WorldPay. Each processor has an 'Enable' checkbox. The 'Next' button at the bottom right is highlighted with a red circle.

The wizard advances to the fourth and final page.

7. Complete the *Step 4 of 4: Billing Configuration* page. See [Configuring Billing Settings](#).

8. Click **Finish**.

The screenshot shows the 'Step 4 of 4: Billing Configuration' page in the Ubersmith settings. The page has a dark sidebar on the left with a 'Back' button and a 'Finish' button. The main content area includes a 'Credit Note' section with a text area and a 'Disregarding Invoices' section with a checkbox and a 'Finish' button. The 'Finish' button at the bottom right is highlighted with a red circle.

Related Topics

[Configuring Company Identity](#)

[Configuring Credit Card Options](#)

[Configuring Payment Processing Options](#)

[Configuring Billing Settings](#)