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# LV Matrimony User Manual



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## User Manual for LV Matrimony

### Registration:

1. Click on the 'Register' button

Enter Your Email ID    Enter Your Password    Login

Remember Me    Register | Lost Password?

2. Provide e-mail ID and verify code
3. Click the 'Register' Button

Registration

Email \*  \* Indicates Required Field

Verify Code

Get a new code

Register Cancel

**Note:** Once the user registers, the password would be mailed to the registered email ID

### Log-in

1. Log in to the site with your email-id and password
2. Fill in the basic details
3. Click on 'Save' to proceed
4. Fill in the next form which consists of general, basic and other personal details
5. Click on 'Save' to view profile
6. The user can view his/her profile under 'View Profile'

Note: Once the basic details are filled, cannot be edited

### Forgot Password:

1. If the user forgets his/her login credentials, click on 'Lost Password'

Enter Your Email ID    Enter Your Password    Login

Remember Me    Register | Lost Password?

2. Provide the registered email ID
3. Click the 'Restore' button



## Restore Password

Email \*

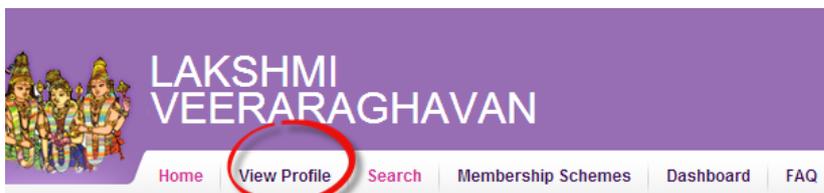
Restore

Clear

\* Indicates Required Field

## Edit Profile:

1. Click the 'View Profile' tab



2. Click on 'Edit' to Edit User Profile button

QA1 ( BGM1000540 ) - Profile

EDIT

3. Edit the required information
4. Click on the 'Save' Button to proceed

Occupation \*

Officer

Annual Income \*

50000

Income Currency

India - INR

Save

Back

## Photos

Adding photo makes your profile complete, authentic and delivers more responses. Users can add a maximum up to 5 photos. It's best to have your photograph taken by a professional.

## To Upload Photos:

1. Go to View Profile tab
2. Click the Manage Photos option



3. Upload photos by clicking on **Upload a file** button
4. Select on photo you want to upload on the site

## Crop your Image:

1. Click the **Crop Image Now** button
2. Move the left side bar to select the length of the image
3. Move the right side bar to select the size of the image
4. Check the 'Set As Default' to keep it as the default profile image
5. Add comments if the user wants to share anything
6. Click on **Save** button to Proceed

If the user is not satisfied with the changes made,

1. Click on **Reset Fields** button
2. Proceed from first

## Your Photos:

### Protect Image:

1. Here the user can protect any updated image from the eye of other users

### Set as default:

1. Maximum of 5 photos can be uploaded.
2. Among those 5, one photo should be set as the user's default.
3. By clicking on 'Set as Default' right below the photo, the image will be shown as your profile picture when another user is searching for your profile



## Delete:

1. Among those 5 images, a user can delete any or all the photos from the list

## Steps to Protect / Set as Default/ Delete Image:

1. Under 'Your Photos' category click 'Protect Image' option to keep the image secured



2. Under 'Your Photos' category click the 'Set as Default' option to set the image as default



3. Under 'Your Photos' category click the 'Delete' option to remove an image



**Note:** Asterisk (\*) marked questions are mandatory. The user cannot leave it blank

**Remember:** Next time when you login with your email ID and password, the user will be directed to 'Dash Board' page



## Dash Board:

1. Dashboard is the board where the user can update his/her personal details to find profiles

## Match Board:

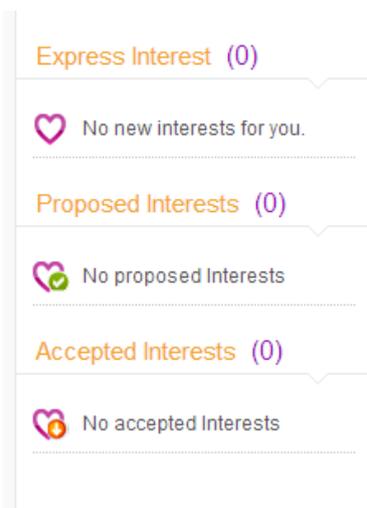


Match board is the place where any profile can be pinned just to stay updated and connected with the profile all the time

### To Add a Profile in Match Board:

1. Click the 'View' option
2. Click the  to be on the profile's match board

## Express Interest:



Express Interest: Express Interest section helps you to give a request to the profiles of your Interest

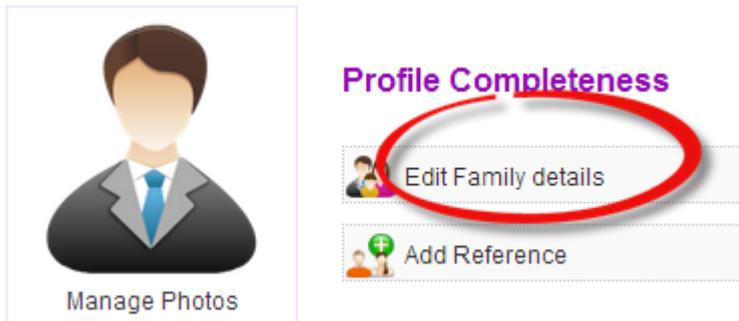
1. Click the  button to express interest .
2. The user who receives an interest from other users can see the profiles of person who have give the interest in Express Interest tab.



3. The profiles for which the user has proposed the interest can be seen in proposed interest tab.
4. The Interests which are accepted by user will be seen in Accepted interest tab.

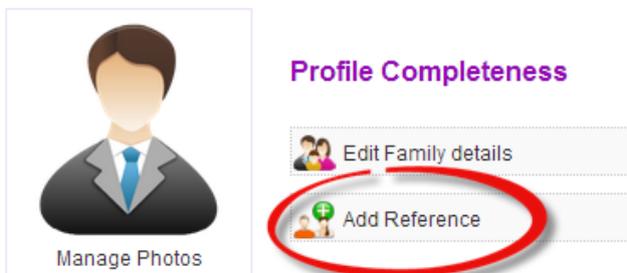
## Profile completeness:

### Edit Family Details:



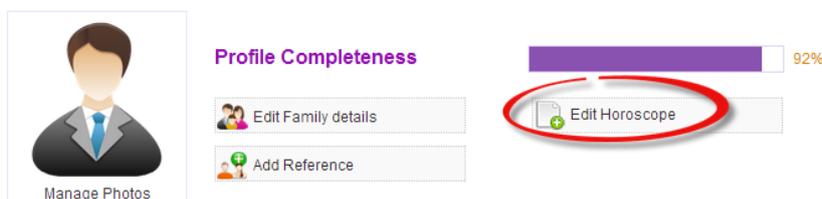
1. Click the Edit family details option
2. Enter necessary information such as 'Family Values', 'Family Status', and other details
3. Click the  button
4. Click the  button to return to Dash Board

### Reference Details:

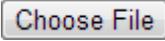


1. Click the 'Add Reference' option
2. Add necessary 'Reference Details'
3. Click the  button to submit the provided information
4. Click the  button to return to Dash Board

### Edit Horoscope:





1. Click 'Edit Horoscope' button to enter details such as time of birth and place of birth
2. Click the  button to upload Raasi and Amsam Horoscope,
3. Click the  button

**Note:** Users who do not have their Raasi and Amsam horoscope can create one on their own by clicking 'Create your own Raasi Horoscope' and 'Create your own Amsam Horoscope' option

### Yet to be viewed:

This section helps the user stay updated with profiles that are newly added and not viewed by them

#### Steps to access 'Yet to be Viewed' Profiles:

1. Click the image icon



2. Click the  to be on the profile's match board
3. Click the  button to express interest
4. Click the 'View All' option to view all profiles

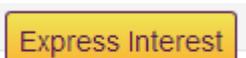
### Recently updated:

The profiles which are recently updated or newly added can be viewed here

#### Steps to access 'Recently Viewed' profiles:

1. Click the image icon



2. Click the  to be on the profile's match board
3. Click the  button to express interest
4. Click the 'View All' option to view all profiles



## Personalized Message:

### Inbox:

Received personal Messages can be viewed here

### To Read Messages:

1. Click the 'Inbox' option to view messages send by profiles

### Sent Items:

1. The user can view the sent messages here

### To Send Messages:

1. Click the 'Sent Items' option, click on the 'Sender's Name' to view the messages send

### Trash:

1. The user can delete the messages which are not important
2. Once the message is deleted, the message will be sent to 'Trash'.

**Note:** If in case the user wants to view the same message again, he/she can check 'Trash'

## Membership Schemes:

### To Become a Paid Member

1. Click on membership Schemes tab
2. Select 'Package Name' under 'Select Membership Package'

Select Membership Package

Package Name \*

3. Proceed to pay by clicking on 'Pay'

## Search:

There are four types of searches:

### Basic Search:

1. Click the 'Basic Search' option
2. Fill-in the required details
3. Enter Age, Gender, Height, Marital Status, etc.



-

Male  Female

122  
 123  
 124  
 125

Unmarried  
 Widow / Widower  
 Divorce  
 Separated

Select Religion

Select Caste

Select Country

SSLC  
 HSC  
 UG - Arts and Science  
 UG - Engineering or Technology

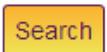
4. Click the  button for optimized results

### Advanced Search:

If the user has some specifications like occupation, eating, smoking and drinking habits about his/her partner, then 'Advanced Search' will be helpful.

1. Click the 'Advanced Search' option
2. Fill-in the required details

Marital Status	<input type="checkbox"/> Unmarried <input type="checkbox"/> Widow / Widower <input type="checkbox"/> Divorce <input type="checkbox"/> Separated
Religion	Select Religion
Caste	Select Caste
Sub Caste	Select sub caste
Country Living In	Select Country
Citizenship	Choose Citizenship

3. Click the  button for optimized results



## Soul mate Search:

Here, the user can search for profiles according to their religion, caste, annual income and occupation

1. Click the 'Soul mate Search' option
2. Fill-in the required details

Marital Status	<input type="checkbox"/> Unmarried <input type="checkbox"/> Widow / Widower <input type="checkbox"/> Divorce <input type="checkbox"/> Separated
Religion	Select Religion
Caste	Select Caste
Sub Caste	Select sub caste
Country Living In	Select Country
Citizenship	Choose Citizenship

3. Click the  button for optimized results

## Keyword Search:

This feature helps users search profiles based on their preferences

1. Click the 'Keyword Search' option
2. Enter the appropriate keyword such as Fair complexioned
3. Click the  button for optimized results

Basic Search	Advanced Search	Soulmate Search	Keyword Search
Keyword			
<input type="text"/>			
<input type="button" value="Search"/> <input type="button" value="Clear"/>			



## Home:

Home page is the page where the user is benefited with quick search results.

## Quick Search:

This feature helps LV Matrimonial members find suitable profiles quickly

1. Select the right gender whether male or female
2. Select religion and caste from the option
3. Mention the age

Quick Search

Male  Female

Select Religion

Select Caste

Age: From

[Advanced Search](#)

4. Click  button to proceed.

**Note:** Users who wish to proceed without registration are applicable to use quick search but they cannot send a message or view the whole profile of other user.

## My Account:

### Change E-mail:

If the user wants to change his/her email ID

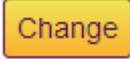
1. Click the 'Change E-Mail' option under My Account tab





2. Provide the new E-mail at the box

Email *	<input type="text" value="jeevanqa1@gmail.com"/>
---------	--------------------------------------------------

3. Click the  button to proceed

## Change Password:

If the user is willing to change his/her existing password

1. Click the 'Change Password' option under My Account tab

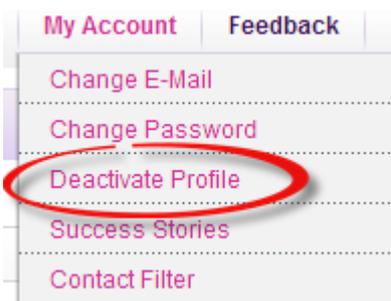


2. Type the existing password
3. Type the New Password and confirm the new password
4. Click on  button to make the changes

## Deactivate Profile:

If the user wants to deactivate his/her account, following are the steps to follow:

1. Click the 'Deactivate Profile' option under My Account tab



2. Select the 'Select the reason for deactivate the profile'
3. Select the right 'Select a Source' option
4. Provide the 'Date of Marriage', 'Site Name', and other details



*\* Indicates Required Field*

Select the reason for deactivate the profile \*  Married  Marriage fixed  Other Reason

Select a Source  Through LV Matrimonial  Through Other Site  Other Source

Date of Marriage

Deactivate Marriage Photo  No file chosen

Share Your Experience

**Submit**

5. Click the **Submit** button to deactivate a profile

### If the reason is 'Married',

1. Select the source through which the marriage took place
2. Select the date of marriage
3. Submit a photo if the user wants
4. Share your experience with LV Matrimony

### If the reason is 'Marriage Fixed'

1. Select the 'Marriage fixed' option
2. Select the source through which marriage got fixed
3. Share your experience with LV Matrimony

*\* Indicates Required Field*

Select the reason for deactivate the profile \*  Married  Marriage fixed  Other Reason

Select a Source  Through LV Matrimonial  Through Other Site  Other Source

Date of Marriage

Share Your Experience

**Submit**

4. Click the **Submit** button to deactivate a profile

### Success Stories:

The users can upload their marriage success story on the site.

### Steps for uploading success story:

1. Click the 'Success Stories' option under My Account tab



2. Enter the bridegroom/bride's name
3. Enter the wedding date in the box
4. Click on 'Upload a File' to upload wedding photo

The form contains the following fields and buttons:

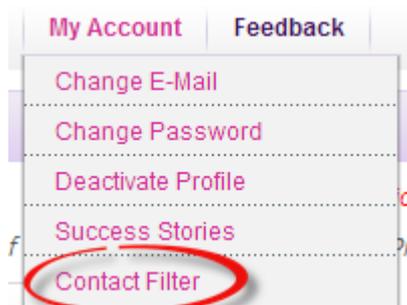
- Bridegroom Name: QA1 Jeevan
- Enter The Bride Name\*:
- Marriage Date\*: 0000-00-00
- Marriage Photo\*:
- Share Your Experience\*:

5. 'Share your success story' in the box
6. Click the  button to share your success story.

## Contact Filter:

The user has the freedom to optimize their profile and control the viewers.

1. Click the 'Contact Filter' option under My Account tab



2. Select religion, caste, country living in and marital status
3. Click the  button to restrict users seeing your profile.



## Feedback:

User can send a feedback on the site by filling up the details

1. Click the 'Feedback' tab
2. Fill in the name, email ID and other details
3. Enter the appropriate verification code

The screenshot shows a feedback form with the following fields:

- Name \* (text input)
- Email \* (text input)
- Mobile No (text input)
- Subject (text input)
- Description (text area)
- Verify Code \* (text input)

At the bottom of the form, there is a logo for "zodiweZ" with the tagline "Get a new route" in pink text.

4. Click the 'Get a new code' for receiving a fresh code
5. Click the  button to send your feedback to Admin.