

# Reviews

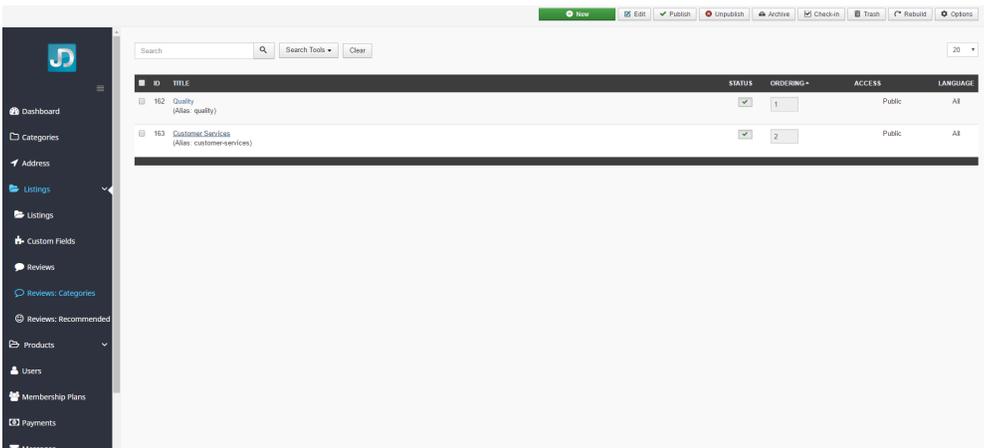
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## Overview

Reviews are provided by users and can be seen on the Reviews tab in the listing.

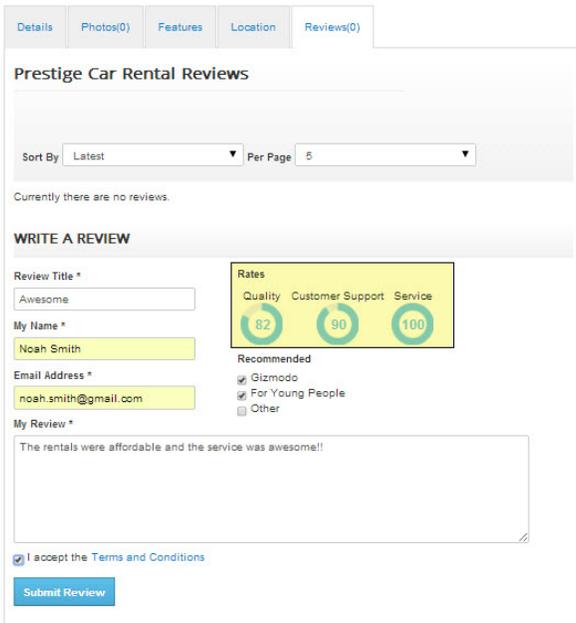
## Creating Reviews Categories

Review categories can be seen on the Reviews tab in the listing to the user when they are adding a review for that listing as seen in the following image.



### Screen 1: Reviews Category screen

After these types are added, when a user is writing a review, the options are seen as follows:



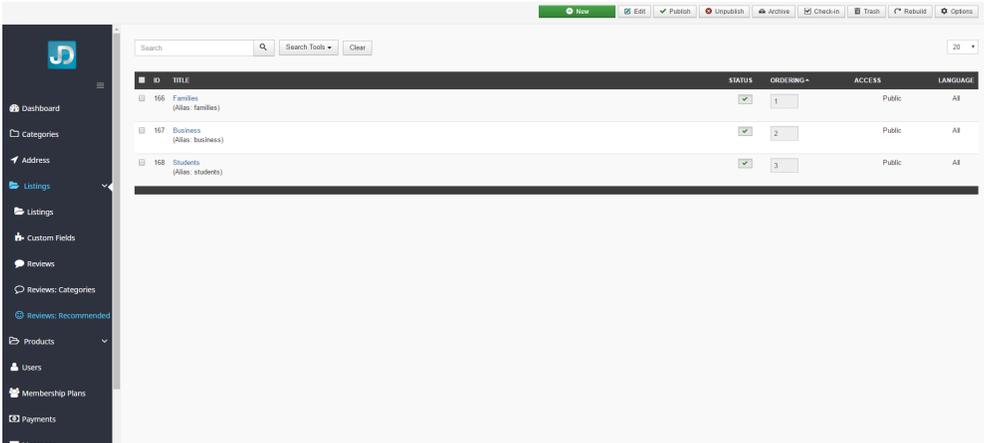
The screenshot shows a user interface for 'Prestige Car Rental Reviews'. It includes tabs for Details, Photos(0), Features, Location, and Reviews(0). Below the tabs, there are sorting options: 'Sort By: Latest' and 'Per Page: 5'. A message states 'Currently there are no reviews.' The 'WRITE A REVIEW' section contains the following fields and options:

- Review Title \*: Awesome
- My Name \*: Noah Smith
- Email Address \*: noah.smith@gmail.com
- My Review \*: The rentals were affordable and the service was awesome!!
- Recommended:  Gizmodo,  For Young People,  Other
- Rates: Quality (82), Customer Support (90), Service (100)
- I accept the [Terms and Conditions](#)
- Submit Review button

### Screen 2: Add a category for review on listing page

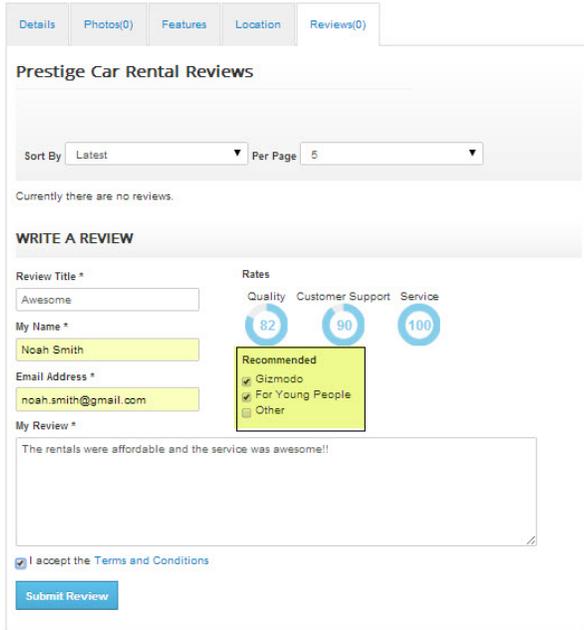
## Creating Reviews Recommended

Review recommended can be seen on the Reviews tab in the listing to the user when they are adding a review for that listing as seen in the following image.



### Screen 3: Reviews Recommended screen

After these types are added, when a user is writing a review, the options are seen as follows:



### Screen 4: Review Recommended on Listings page

Note: If the reviews are not being shown after submission on the listing page, you must enable Approve Reviews option under component Configuration. For more information. See [Configuration](#) documentation.

## Adding a Review for listings

After these categories and review recommendation types are added, you can now create a review. To create a review, go to the listings page and click the Reviews tab. Provide the options as seen in the following image:

Details Photos(0) Features Location **Reviews(0)**

### Prestige Car Rental Reviews

Sort By: Latest Per Page: 5

Currently there are no reviews.

#### WRITE A REVIEW

Review Title \*  
Awesome

My Name \*  
Noah Smith

Email Address \*  
noah.smith@gmail.com

My Review \*  
The rentals were affordable and the service was awesome!!

I accept the [Terms and Conditions](#)

**Rates**

Quality: 82 Customer Support: 90 Service: 100

**Recommended**

Gizmodo  
 For Young People  
 Other

### Screen 5: Adding a Review

After you provide the information, click Submit Review. The Review can now be seen in the listings page, under the Reviews tab.

### Editing a review

Now, you can view the review and edit it, if required. Click **Components > Directory > Directory Listings**. The following image shows the **Reviews** column for the listings.

ID	STATUS	TITLE	CATEGORY	PRODUCTS	DATE PUBLISH UP	USER	HITS	REVIEWS
20	✓	Subway (best Pizza) (Alias: subway-best-pizza)	FOOD & DRINK	3	25 March 2016	Demo	176	🗄️
19	✓	Starb's Place Restaurant (Alias: starb's-place)	RESTAURANTS	3	25 March 2016	Demo	79	🗄️
18	✓	Carl Deans Bistro (Alias: cafe)	FOOD & DRINK	2	24 March 2016	Demo	51	🗄️
17	✓	Sunfish Grill Restaurant (Alias: sunfish-grill)	RESTAURANTS	2	24 March 2016	Demo	22	🗄️
16	✓	Work-N-Hire (Alias: work-n-hire)	RETAIL & SHOPPING	1	24 March 2016	Demo	26	🗄️
15	✓	Fulton County Outfitters (Alias: outfitters)	CLOTHING & APPAREL	1	24 March 2016	Demo	36	🗄️
14	✓	Maas Motorsom (Alias: maas-motors)	AUTOMOTIVE	1	24 March 2016	Demo	17	🗄️
13	✓	Maas Motors Inc. (Alias: maas-motors)	AUTOACCESSORIES	1	24 March 2016	Demo	24	🗄️
12	✓	Transton & Co. (Alias: transton)	CONSUMER ELECTRONICS	1	24 March 2016	Demo	24	🗄️
11	✓	Silver Dixon (Alias: silver-dixon)	CONSUMER ELECTRONICS	1	24 March 2016	Demo	11	🗄️
10	✓	Car Center Inc. (Alias: spare-parts-shop)	AUTO PARTS	1	24 March 2016	Demo	22	🗄️

### Screen 6: View the Review column



Click the Review icon to view all the reviews for a listing as shown in the following image.

ID	TITLE	APPROVED	PUBLISHED	DATE PUBLISH UP	USER
42	Handy Bean Cafe - Lovelyst	🗄️	✓	25 March 2016	
41	Very pleasant	🗄️	✓	25 March 2016	
40	Top Coffee	🗄️	✓	25 March 2016	
39	FORGET STARBUCKS! HEAD TO HANDY BEAN CAFE WHILE IN LONDON	🗄️	✓	25 March 2016	

Save Save & Close Close Help

### Reviews

Title Handy Bean Cafe ... Lovely!!! Alias shaun

I had the best coffee ever at Handy Bean Cafe ,the place was lovely and clean and the atmosphere was homely and relaxing .just what I needed , lovely staff and a big thank you to Carla who was so patient with my 82 year old mother when ordering . I will defiantly be returning thank.

Rates Quality Customer Services

Recommended  Families  Business  Students

User Select a User

Status Published

### Screen 7: Editing a review

Edit the options as given in the following table.

Option	Usage
Title	Edit the title for the review.
Alias	Edit the alias for the review.
Text Editor	Edit the description in the editor.
Toggle Editor	Toggle between rich text and plain text editor.
Rates	Move the cursor over the circle to edit the given categories.
Recommended	Select the required recommended for group.
User	Select the user who created the review.
Status	Change the status of the review. <ul style="list-style-type: none"> <li>Published</li> <li>Unpublished</li> <li>Archived</li> <li>Trashed</li> </ul>

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