

# How to use Shopee to register online sales

Shopee is an online buying and selling channel, where people can post and sell any of their products, making all purchases online.

After launching for more than 1 year, Shopee has achieved achievements with over 5 million installments, becoming a new online shopping and sales channel chosen by many people. Shopee with many items, product categories will help users to freely choose any product according to their needs.

And for those who want to advertise their products, as well as adding online sales channels, Shopee will be an ideal place for you to bring your products closer to consumers. With a quick, simple registration method, without any censorship procedures, any individual or business can register for sales. In addition, the costs that sellers need to pay are the basic costs of selling. The following article will show you how to sell basic products on Shopee.

1. How to register a Shopee account on a computer
2. Purchase experience on Shopee to avoid buying fake goods

## 1. How to register sales on Shopee:

### Step 1:

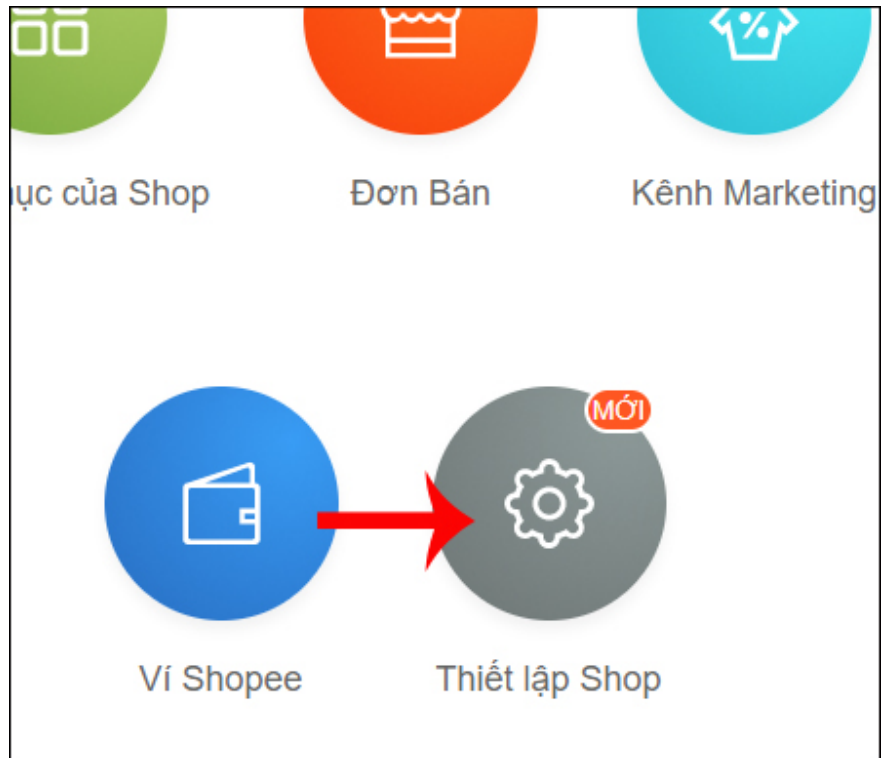
First of all, to open an online store on Shopee, users need to create a Shopee account. To register for a Shopee account, we can use your email address, phone number or Facebook account.

### Step 2:

Next is the process of setting up a shop on Shopee. We access the address below to register the booth.

1. <https://banhang.shopee.vn/>

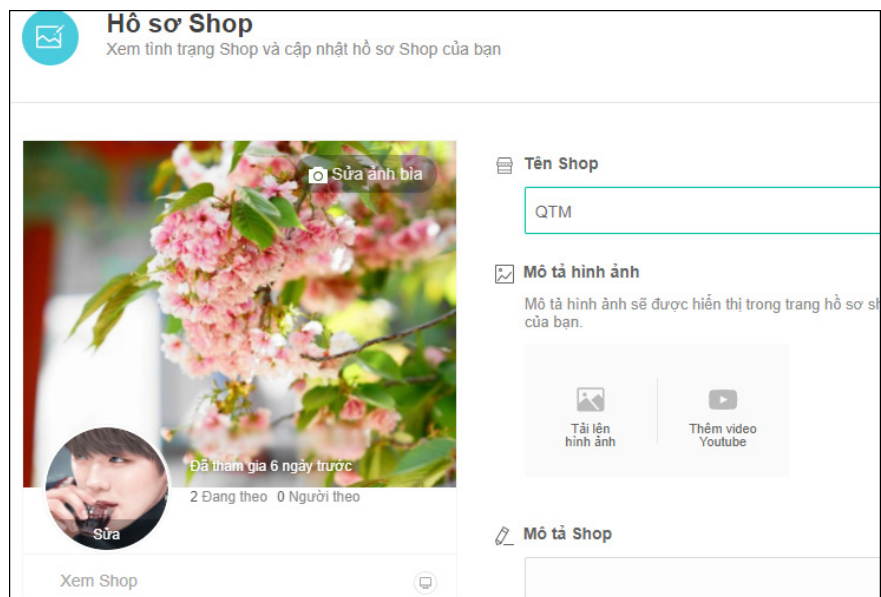
Here click the **Shop Setting** item at the bottom of the interface.



### Step 3:

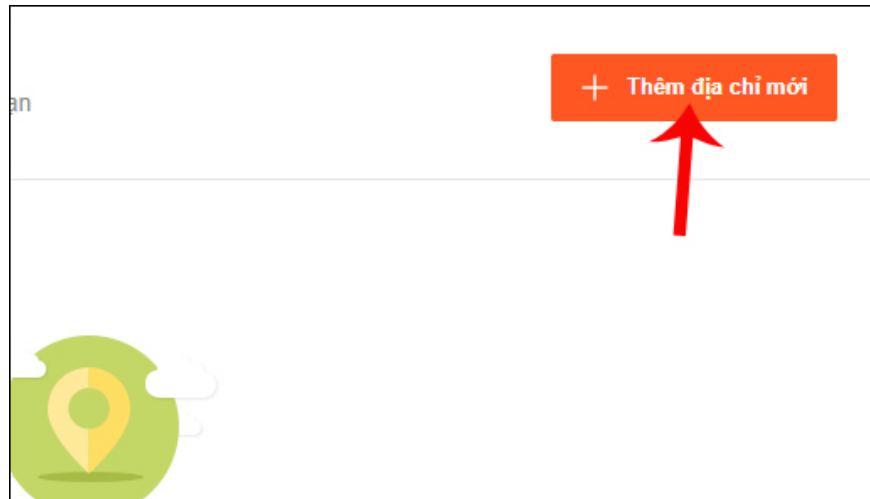
In this interface, there will be information sections for us to complete the most basic information about our shop. This information customers will know when they visit the online store on Shopee.

First click on the **Shop profile item** to update the shop's basic information such as Shop name, Shop description, change the profile picture and cover photo . The shop Description section should be brief and brief about the product. The product that the store is trading in, makes it easy for buyers to capture information about the field, product name, business item.

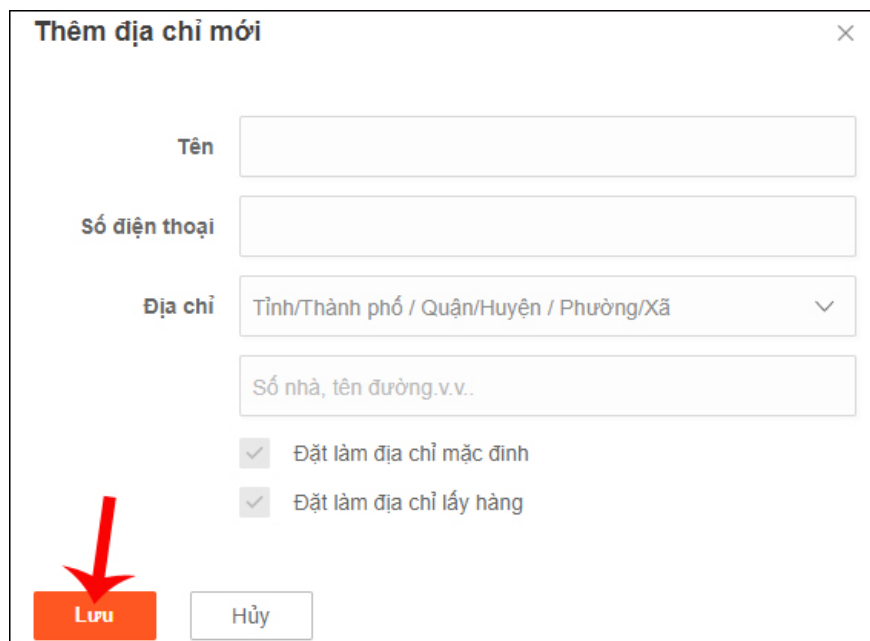


#### Step 4:

Next click on **Shop Address** and then click **Add new address** in the right corner of the interface.



A new interface appears with required information entries. Here you need to enter the name, phone number and store address where shipper comes to pick up the goods. Then check the box and select **Set as the shipping address**.

A screenshot of a form titled "Thêm địa chỉ mới" (Add new address). The form has a close button (X) in the top right corner. It contains the following fields:

- Tên (Name): A text input field.
- Số điện thoại (Phone number): A text input field.
- Địa chỉ (Address): A dropdown menu with the text "Tỉnh/Thành phố / Quận/Huyện / Phường/Xã" and a downward arrow.
- Số nhà, tên đường.v.v. (House number, street name, etc.): A text input field.
- Two checkboxes:
  - Đặt làm địa chỉ mặc định (Set as default address)
  - Đặt làm địa chỉ lấy hàng (Set as pickup address)
- At the bottom left, there are two buttons: "Lưu" (Save) in a red box and "Hủy" (Cancel) in a white box with a grey border. A red arrow points down to the "Lưu" button.

#### Step 5:

Next, we click on the **Shipping Settings** item in the list on the left. Here we will see options for shipping, including Savings Delivery, Giaohanghanh and Viettel Post. If you want to choose which unit to deliver, then push the horizontal bar at that unit to the right.

**Cài đặt vận chuyển Shop**  
Cài đặt đơn vị vận chuyển và phí vận chuyển cho Shop của bạn

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**Shopee Vận Chuyển**  
Với Kênh Vận Chuyển Tích Hợp, Người mua sẽ được thông báo thông tin theo dõi đơn hàng qua Shopee.

Giao Hàng Tiết Kiệm	<input checked="" type="checkbox"/>
Giao Hàng Nhanh	<input type="checkbox"/>
Viettel Post	<input type="checkbox"/>

**Note to you that** each shipping method will have the Maximum Weight and Minimum Weight for users to know. Click on the drop-down arrow at each method to move for details.

**Giao Hàng Tiết Kiệm**

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Giới hạn vận chuyển  
Cân nặng tối đa: 10000g  
Cân nặng tối thiểu: 50g

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**Giao Hàng Nhanh**

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Giới hạn vận chuyển  
Cân nặng tối đa: 100000g  
Cân nặng tối thiểu: 50g

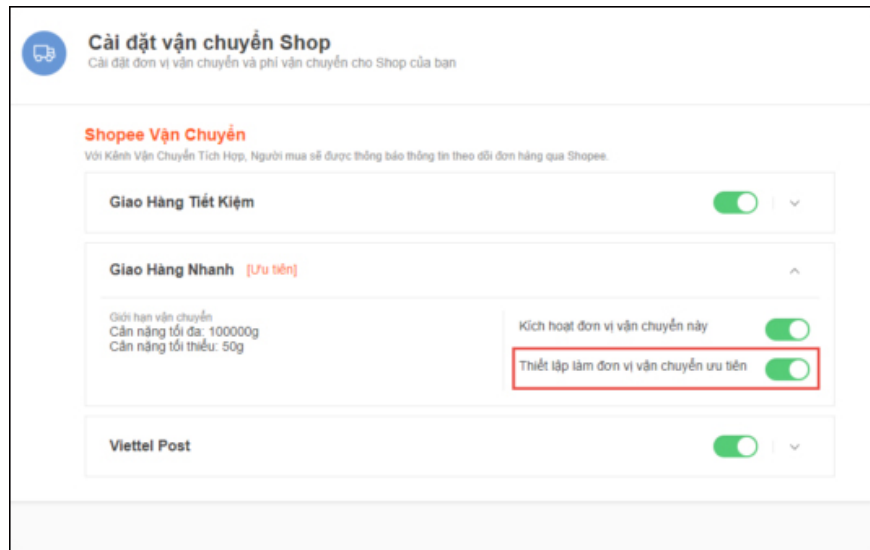
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**Viettel Post**

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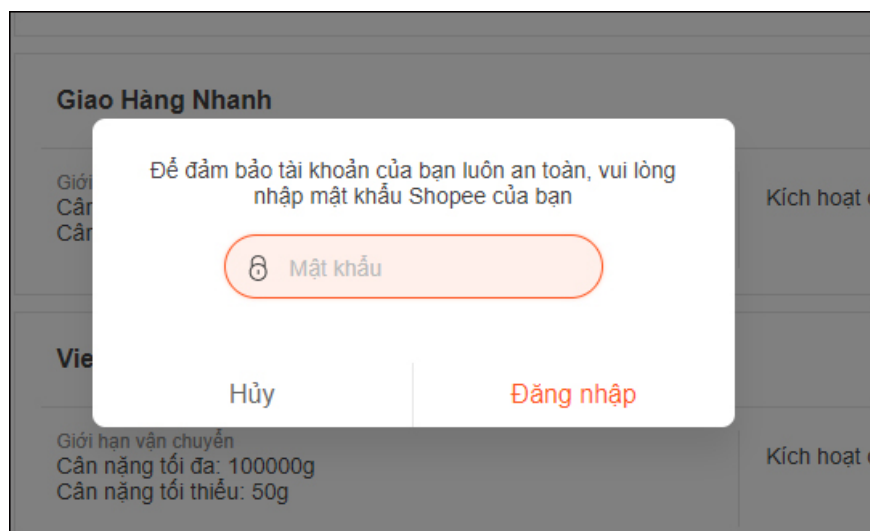
Giới hạn vận chuyển  
Cân nặng tối đa: 100000g  
Cân nặng tối thiểu: 50g

In addition, you can choose the preferred shipping unit when you also click on the drop-down arrow and turn on the **Set mode as the preferred shipping unit** .



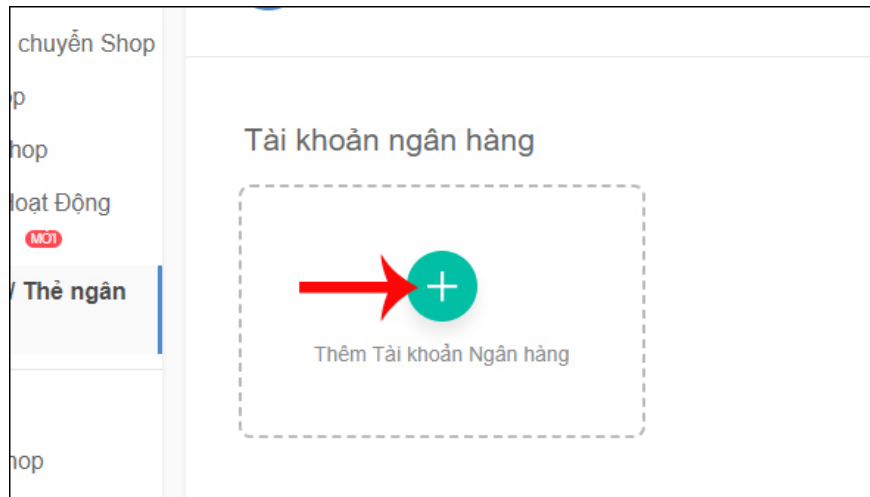
### Step 6:

Continue to click on **Account / Bank Card** to set up payment. We will be asked to enter a password to ensure safety, click **Login** .



### Step 7:

In the Account / Bank card interface, users click on the **Add Bank account** button.



Finally, enter all the required information about the bank card in the new interface and click **Save**.

A screenshot of the 'Thêm tài khoản ngân hàng' (Add Bank Account) form. The form is titled 'Thêm tài khoản ngân hàng' and has a close button (X) in the top right corner. The form contains several input fields: 'Tên' (Name), 'Số CMND' (ID Number), 'Tên chủ tài khoản (Viết in hoa, không dấu - NGUYEN VAN A)' (Account Holder Name), 'Số tài khoản' (Account Number), 'Tên Ngân hàng' (Bank Name) with a dropdown menu showing 'Agribank - NH NN & PTNT Viet Nam', 'Khu vực' (Region) with a dropdown menu, and 'Tên chi nhánh ngân hàng (Theo thông tin trên sao kê)' (Branch Name). At the bottom, there are two buttons: 'Lưu' (Save) and 'Hủy' (Cancel).

Thus, when adding a bank card, all sales on Shopee will be transferred to your account. We have finished setting up the shop profile for sales on Shopee.

## 2. How to post products to Shopee:

After the user has registered an account and set up a booth, you will proceed to post the product to Shopee.

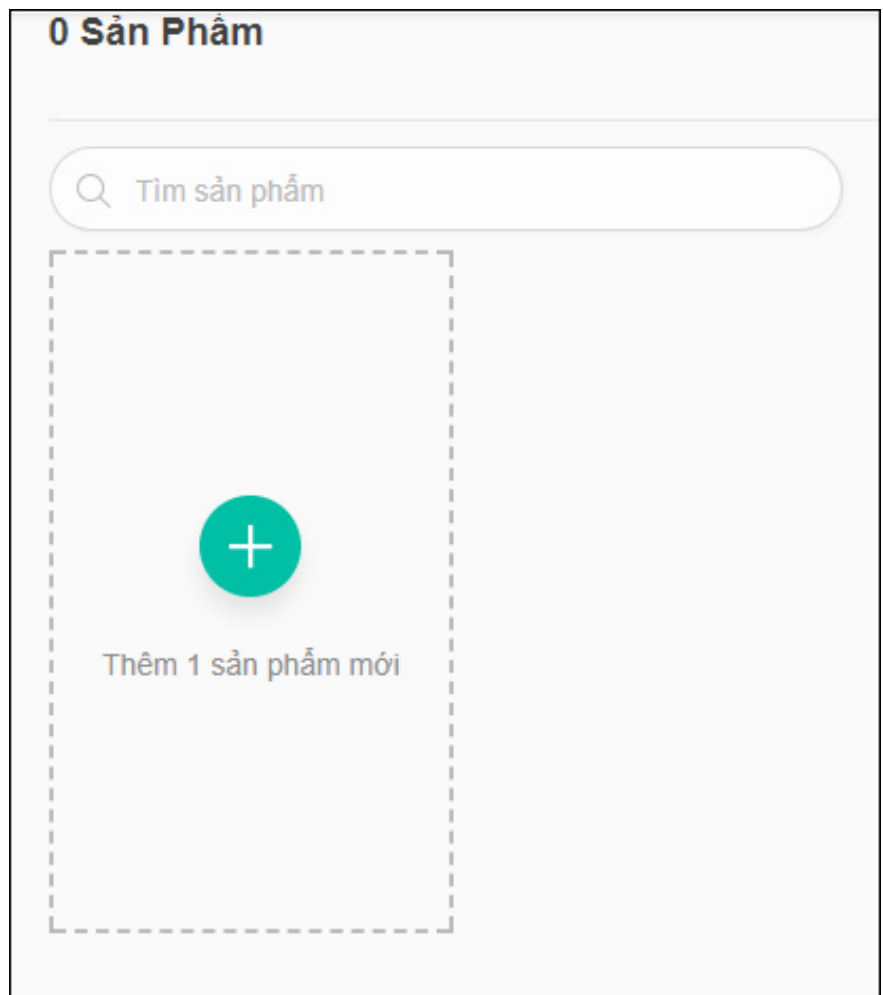
### Step 1:

We access the homepage of the sales page on Shopee and then click on **Products** .

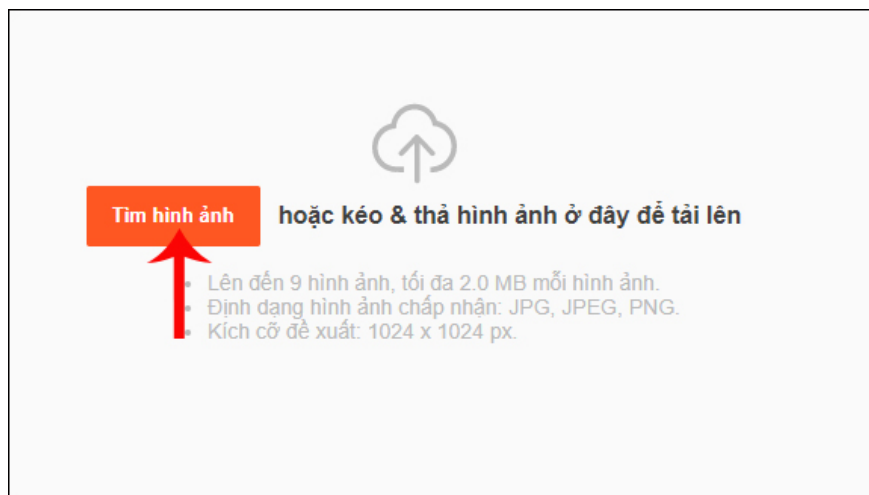


**Step 2 :**

Then click on **Add a new product** .



Click the **Find image** button to upload the product image from the computer. Maximum download 9 images and 2 MB for each image. You can download photos in 3 formats JPG, JPEG, PNG.



### Step 3:

Next, we will enter the product information including product name, product description, catalog, price . Click **Save** to complete all product information is finished.

The screenshot shows the product information form. At the top left is a thumbnail image of a product labeled "Ảnh bìa" (Cover image). To the right is a dashed box with a plus sign and the text "Thêm hình ảnh" (Add image). Below the thumbnail is the section "Thông tin cơ bản" (Basic information) with three input fields: "Tên sản phẩm" (Product name) with an information icon, "Mô tả sản phẩm" (Product description) with a placeholder "Mô tả sản phẩm và #hashtags", and "Danh mục" (Category) with a dropdown menu "Chọn Danh mục" (Select category).

So you have completed the registration of the booth on Shopee as well as posting products on your online Shopee sales channel. The registration of products for sale on Shopee will not cost you so we can easily sell our products.

I wish you all success!

You finished reading the article "**How to use Shopee to register online sales**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.

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