PAID CONNECTIONS

Advisor Manual

DISCLAIMER AND LIMITATION OF LIABILITY
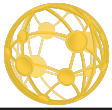
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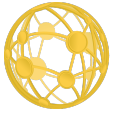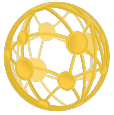
PAID CONNECTIONS

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Welcome to **PaidCommunications!**

PaidCommunications is powered by PaidConnections.com (previously BillPerCall.com). It is a service that allows members to utilize a toll-free number to receive advice in a variety of fields.

PaidCommunications Advisors decide on what rate to charge Members, and PaidCommunications processes the phone calls and payments.

PaidCommunications will never reveal any personal information to Advisors or Members. Your calls are completely confidential and all your personal information is securely stored on our servers.

# How Do I Begin?

Requirements
Becoming a PaidCommunications Advisor is quick and simple, and does not require any software purchase or installation. You will need the following:
- A PaidCommunications account
- Acces to the Internet
- A telephone

**Your PaidCommunications Account**
In order to begin, you can register on our website by clicking on the "Sign Up" menu then click on "Apply Here" link as shown below.

Here you will find information about how to become an Advisor. When you're ready to continue, click the **"Want to become an Advisor?"** button.
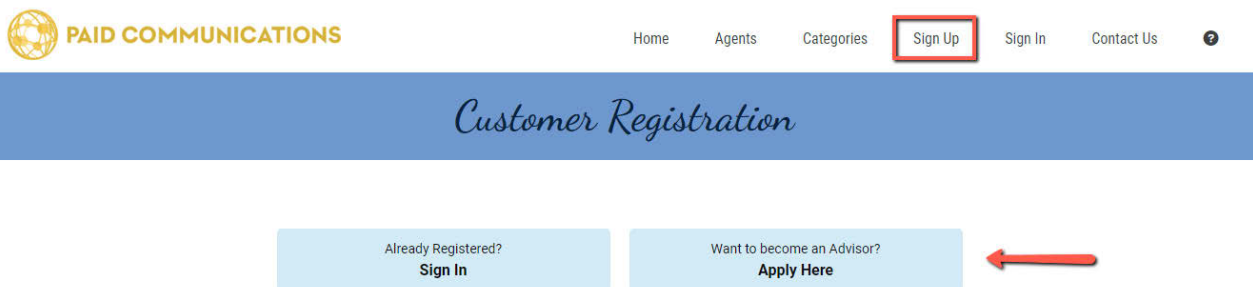
On the following page you will find instructions for how to create your own account.
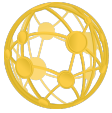
Creating An Advisor Account

Once you have clicked on the "Want to become an Advisor?" link you will see the following form:

Become an Agent

Profile Name:
(Shown on Site)

First Name:
(Private)

Last Name:
(Private)

Your Email Address
(Private)

Confrim Email Address
(Private)

Phone#:
○ Phone ○ SIP Address
+1 ▾ 201-555-0123

Create 4 digit Phone Pin:

Choose 5 Digit Extension Number:

Members will dial 1-800-373-1093 following by this extension to reach you.

They will never see your private phone number(s).

Credit Password:

Re-type Password:

☐ I read and agree to the Terms of Service page.

☐ I'm not a robot — reCAPTCHA
Privacy · Terms

Submit

Be sure to fill out the form entirely, as all fields are required.

All of your personal information will be securely stored and never shared with any Member or other Advisors.

The only field that is visible to your Advisor is your **Profile Name** and **Phone Extension**, and as such we recommend that you do not use your real name or any sensitive information for your Profile Name. **Do not use your PIN number as your extension.**

Read the Terms of Service and Earnings Disclaimer in its entirety, check the bottom boxes and hit "Submit".

☐ I read and agree to the Terms of Service page.

☐ I'm not a robot

reCAPTCHA
Privacy · Terms

Submit

Logging Into Your Account

If you already have an account, and you would like to log in, you can do so by clicking on the **"Sign In"** link in the menu from any page.

The login page for Advisors and Members is the same. The system will automatically recognize if your account is an Advisor Account and take you to the appropraite Dashboard.

PAID COMMUNICATIONS   Home   Agents   Categories   Sign Up   Sign In   Contact Us   ❓

You will then be prompted to enter the Email Address and Password which you used to create the account.
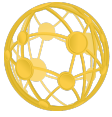
Sign In PaidConnections

Email Address

👤

Password

🔑

Forgot password?

Sign In   Cancel

Account Settings Overview

Once you are logged into your account, you will see the following Dashboard page:

This page gives you full access to all of your options as a valued Advisor.

Start by uploading a **Profile Image** by clicking the "**Upload**" link in the profile box. *The recommended dimensions are 60x60px.* Your account will not be active until you have uploaded an image.

Here you will also see the **Phone Number** and **Extension** that Members can dial to have a session with you, and also the date you signed up with PaidCommunications.

Editing Your Account

You can edit your account by clicking the **"Account Information"** link from the Account tab.
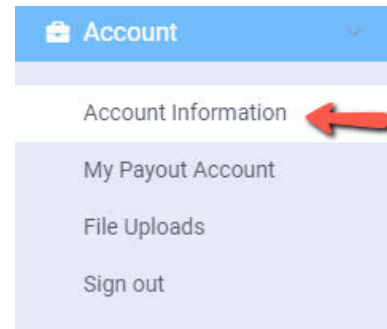
Once you're on the **Edit Account Info** page, you can edit your basic information in one form.

Your information will never be shared with Members. The only thing they will ever see is your **Profile Name** and **Extension.**
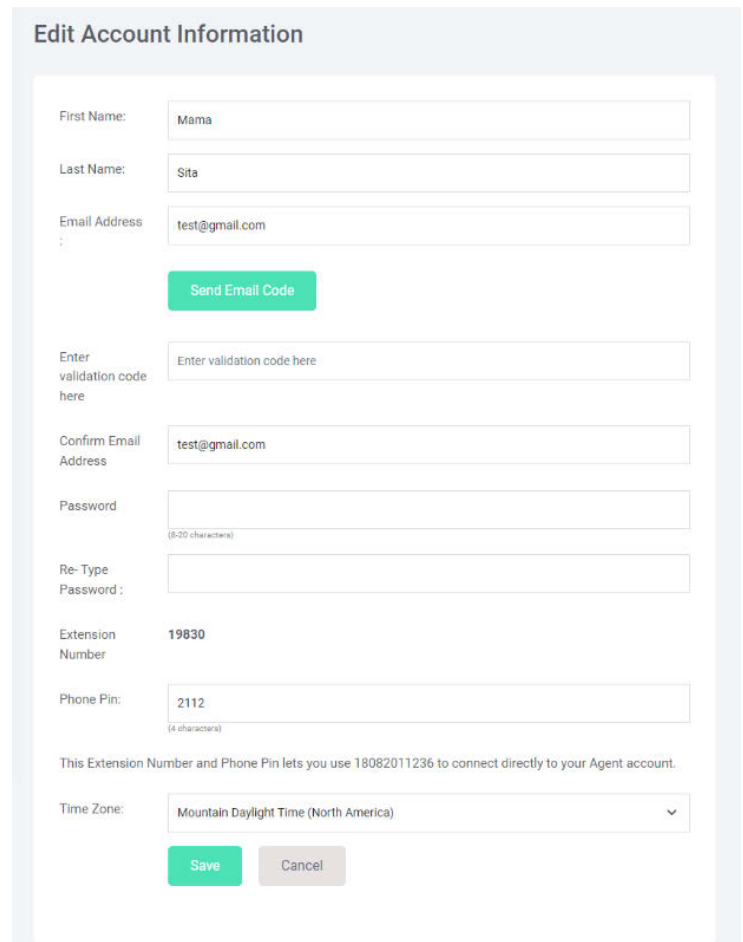
You cannot edit your extension once you've created your account.

The **First** and **Last Names** you have listed on your account do not have to match your credit card information.

If you have not yet confirmed your email address, you can click the **"Send Confirmation Code"** button. You will receive an email with a code which you can then paste in the Confirmation Code box. *This verifies the identity of your account and allows you to begin taking calls.*

Your **Password** is used to gain access to your account through the PaidCommunications website.

The **Phone Pin** is used only for when you want to access your account by phone by dialing **1-800-373-1093**.
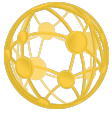
Editing Your Payout Account

You can edit your phone numbers by clicking on the **"My Payout Account"** link in the Account tab:

Here you can add your bank account, PayPal account, or request your payments be sent as a check by mail.

All of this vital information is visible only to you and our support staff.
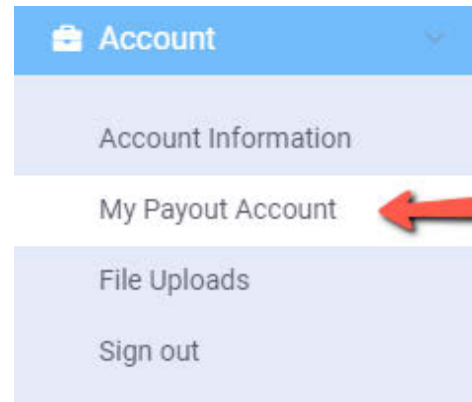
Edit Your Payout Account

Tell us how we should PAY you. Select the payment option and fill in the details so that we can send your profits to the appropriate account.
We issue payouts on the 25th of each month for the previous total month earnings. Or the following business day when the 25th lands on a weekend or holiday.

Payout Type:
Direct Deposit

Contact/Business Name:
MamaSita

Email:
test@gmail.com

Phone:

SSN/TaxID: ○ SSN (123-45-6789)   ○ Tax ID (12-3456789)

Account Type:
Checking

Routing Number:

Account Number:

Account Address 1:

Account Address 2:

Account City:

Account State:

Account Zip:

Save   Cancel

PAID CONNECTIONS

Editing Your Profile Part 1
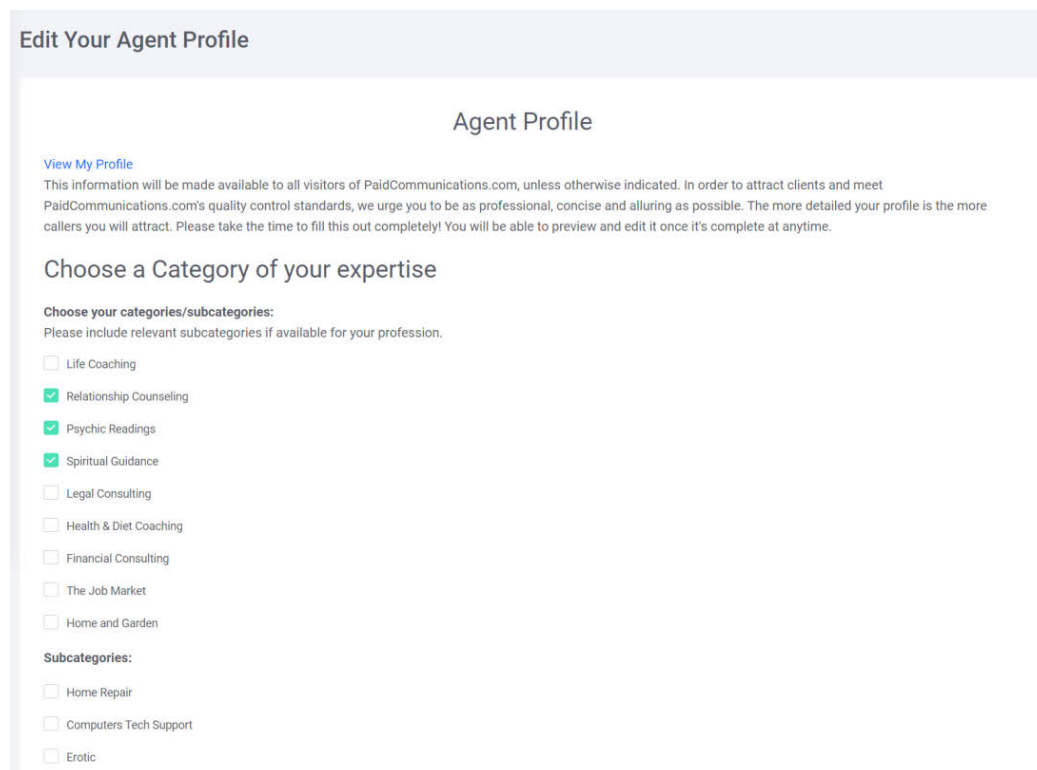
COMING SOON: Featured Profiles!

Your profile is your gateway to your clients. Take the time to fill it out completely. Remember, there's a balance between putting not enough information and putting too much. Use professional language in your biography, and don't forget to make yourself sound awesome!

Profile

Advisor Profile

Profile Image

Availability Code

Media

Attributes
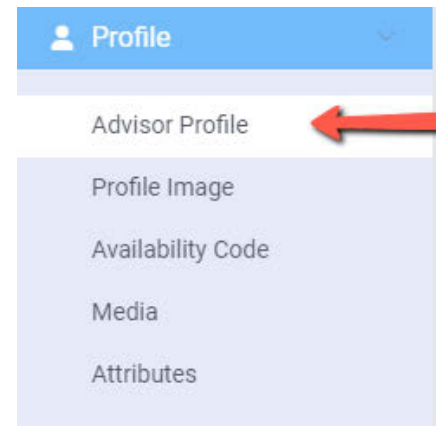
Part 1: Expertise Categories

These are the categories where potential clients will find your information. Be sure to check off specialized subcategories in order to show up in more refined searches.

Edit Your Agent Profile

Agent Profile

View My Profile
This information will be made available to all visitors of PaidCommunications.com, unless otherwise indicated. In order to attract clients and meet PaidCommunications.com's quality control standards, we urge you to be as professional, concise and alluring as possible. The more detailed your profile is the more callers you will attract. Please take the time to fill this out completely! You will be able to preview and edit it once it's complete at anytime.

Choose a Category of your expertise

Choose your categories/subcategories:
Please include relevant subcategories if available for your profession.

☐ Life Coaching
☑ Relationship Counseling
☑ Psychic Readings
☑ Spiritual Guidance
☐ Legal Consulting
☐ Health & Diet Coaching
☐ Financial Consulting
☐ The Job Market
☐ Home and Garden

Subcategories:

☐ Home Repair
☐ Computers Tech Support
☐ Erotic

Main Categories are checkboxes. Click them on and off to add them to your profile.

Subcategories/Specialties are checkboxes. If you click a checkbox for a main category you haven't yet chosen, that main category will automatically will be turned on.

It is recommended you choose **no more than 2 main categories** so that your profile appears targeted toward the subjects you have the most experience with.

PAID CONNECTIONS

Editing Your Profile Part 2

Choose your profile name

Profile Name :

Psychic Aaliyah

Describe your expertise

Brief Description:

Thousands satisfied~Call for the Truth!

Detailed Description: (Maximum 5000 characters. HTML ALLOWED!)

Hi I'm Aaliyah, I am a clairvoyant,

Clairaudient,

Clairsentient

empath reader on thoughts, intentions, emotions, and outcomes. An honest straight-shooter who shares details with respectful transparency while utilizing a pragmatic approach to provide clarity. specializing in love & relationships. I cover all aspects of life. I will guide and give you the advice you need to better your life. I have been helping and guiding people through Love Family matters Jobs as well as career forecasts. I have been helping others for over 30 years. I do cover all aspects of life. There is no problem big or small that I can not help or guide you through. I will give you the truth, no sugar coating I am a non judgemental Psychic I look forward to talking to you!

Webcam Settings

☐ Include Webcam

Webcam Description:

Certificates & Education:

[+]

Keywords and Tags :

Clairvoyant, Clairsentient, Love/Relationships. Breakups/Divorce, Career/Work

Language:

English
Arabic
Chinese
Czech

[Save] [Cancel]

Profile Information

Fill your profile out completely.

Your **Screen Name** should be memorable and unique, as well as sound professional. Callers will only ever see this name, and not your real one.

Your **Profile Tagline** will be displayed alongside your Screen Name on your profile and in searches. Keep it brief and use words that pack a punch.

Your **Introduction** is where you get to tell potential clients about your services. Describe your highlights and interests, but leave qualifications for the next field.

Degrees & Certifications should list just that in a concise manner, separated with commas or semicolons.

In the **Description of Experience & Qualifications** box you can go into more detail about where you acquired your training and any highlights about your previous experience you'd like to share.

Keywords & Tags will be searchable, so be sure to target these carefully.

Control + Click to select multiple languagess which you speak fluently and in which you can conduct business.

You can then click **"Save"** button in order to save your Profile information that you have entered.
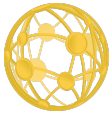
Editing Your Profile Image

Your **Profile Image** will be seen in a Member's search results. It is mandatory for your profile to be active, and is an important part of being successful on PaidCommunications.
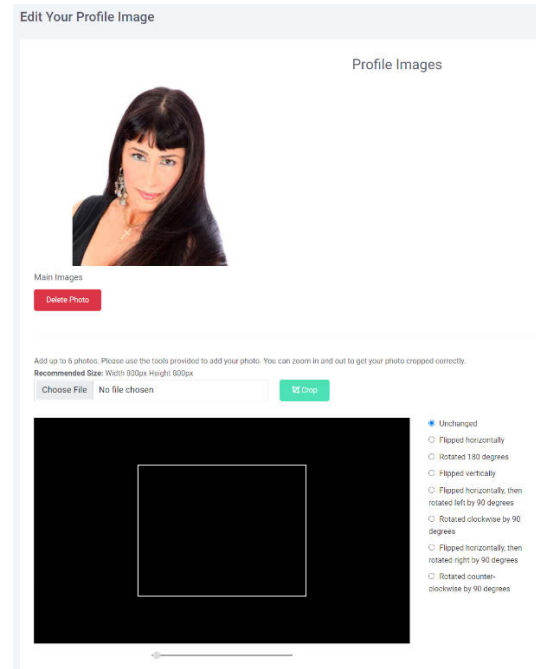
If your account is new, you will not yet have a profile image. Go ahead and upload a new one.

Our recommended dimensions are 100px x 100px, but the system will crop and shrink larger images.

The Large size will be visible on your profile, and the Small size will be visible in Member search results.

• Be sure to use an image that *clearly displays your face*.
• There should be *no other people* in the image but you.
• Your clothes and appearance should be *professional,* and your expression *inviting*.

You can always upload a new image in the future, and it's a good idea to update this image at least annually.

Remember: you can always get here by clicking the *"Profile Image"* tab from the Profile link in the menu.

PAID CONNECTIONS
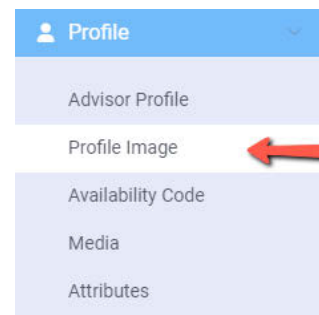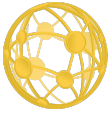
Advisor Availability Code

You have the option of embedding your Availability button right onto your website.

Edit Your Agents Availability Code

Phone Buttons | Chat Buttons

On this page you can upload any gif/jpg or png files

ADVISOR AVAILABILITY CODE(HTML CODE)
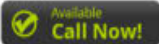
Copy the script below and place it in your website's HTML code so that visitors on your web page will know your availability. If available, they can click the button to give you a web call.

```
<iframe scroll=no marginwidth="0" marginheight="0" width="0" height="0" frameborder=0 scrolling=no src="https://paidcommunications.com/basic/WebCallStatusPage.asp?id=19830"></iframe>
```

EXTERNAL AVAILABILITY CALL BUTTONS

These buttons will show on external websites when this code is imbedded into the site's html. All 3 button images must be the same width and height in order to display correctly on your site.
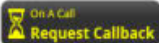
Available

✓ Available
Call Now!

Choose File | No file chosen

Upload New Button

On a Call

⏳ On A Call
Request Callback

Choose File | No file chosen

Upload New Button

Unavailable

📱 Currently Away
Request Callback

Choose File | No file chosen

Upload New Button
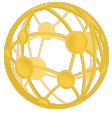
Copy (control + C) and Paste (control + V) into your website's HTML code in order to display the Availability button.

If you have set your **Availability** to *"On"* in your profile, Members will be able to make a web call by clicking the button on your website.

If you'd like to change the graphics, you can upload new images using the **"Choose File"** buttons beneath each image. Suggested dimensions are **178px x 34px**, but you can choose any size. *It is recommended that all three of your images are the same dimensions.*

Remember: you can always get here by clicking the *"Availability Code"* tab from the Profile link in the menu.

👤 Profile

Advisor Profile

Profile Image

Availability Code ⬅

Media

Attributes

PAID CONNECTIONS
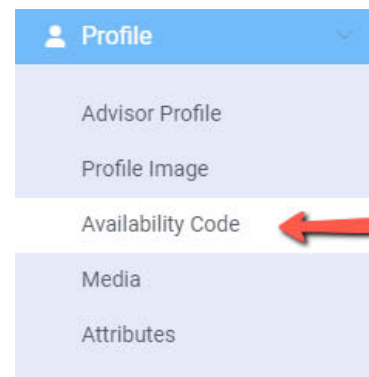
Reading Your Reports

When you're looking at your Dashboard, you will see a spotlight of your **Earnings** for this month and the previous month. Click on **"View Reports"** to see details for each month.

CURRENT MONTH'S EARNINGS		LAST MONTH'S EARNINGS	
∧ -12%	**$489** View Reports	1.7%	**$729** View Reports

Monthly Earnings Summary

This is an overview of earnings for the **current month**.

Monthly Earnings Summary

May ⌄   2022 ⌄   Search

Total Call Charges: $150.25

Total On Hold: 6m 38s

Total Connected: 94m 16s

Total Per Min Fees: $10.23

Total Profit Pct Fees: $30.05

Total Net Call Profit: $109.98

Total Chat Charges: 0

Total Duration:m s

Total Per Min Fees: 0

Total Profit Pct Fees: 0

Total Net Chat Profit: $0.00

Reports ⌄

Monthly Earnings Summary

Monthly Call Report

Daily Call Report

Monthly Chat Report

Daily Chat Report

Member Feedback

Caller Notes

Availability Times

Remember: You can always get here by clicking the **Reports** link in the menu.

Monthly Call Reports

This chart shows a breakdown of all calls made during this month and provide easy access to each call's specific details.

Monthly Call Report

EXTENSION: 19830, MAMASITA

Month:	Year:	Order by:	Asc/Desc
June	2022	Call Start	Ascending

Search   Export to Excel

Show 10 entries   Search:

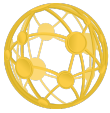| Call Start	Total Duration	Total On Hold	Total Connected	Total Call Charges	Total Per Min Fees	Total Profit Pct Fees	Total Call Profit
6/11/2022	8m 47s	0m 40s	8m 7s	$9.95	$0.90	$1.99	$7.06
6/15/2022	13m 20s	0m 45s	12m 34s	$18.91	$1.35	$3.78	$13.78
6/18/2022	1m 27s	1m 22s	0m 5s	$0.00	$0.00	$0.00	$0.00
6/2/2022	38m 50s	0m 36s	38m 14s	$69.65	$3.90	$13.93	$51.82
6/3/2022	12m 32s	1m 33s	10m 58s	$15.42	$1.15	$3.08	$11.19
6/6/2022	0m 49s	0m 41s	0m 8s	$0.00	$0.00	$0.00	$0.00
TOTALS:	**75m 45s**	**5m 37s**	**70m 6s**	$113.93 ($113.93 total)	$7.30 ($7.30 total)	$22.78 ($22.78 total)	$83.85 ($83.85 total)

Showing 1 to 6 of 6 entries   Previous 1 Next

The **Call Start Date** is when the calls were conducted. You can click this link to get to the **Daily Call Report**.

The **Total Duration** is the amount of time you spent connected on our phone system and begins from the moment you picked up the phone or dialed our system until you hung up.

Total On Hold is the amount of time you spent waiting for a call to connect. **Members are not charged for this time.**

Total Connected is the actual amount of time your clients were connected on the phone with you. *Even if you allow for free minutes, the total amount of time you were connected is added to this total.*

Total Call Charges is the amount your clients were charged for the call.

Total Per Minute Fees is how much PaidCommunications is charging based on our processing fees.

Total Profit % Fees refers the **20%** percent PaidCommunications charges for each transaction.

Total Call Profit is your takehome pay at the end of the day, and this amount is reflected exactly in your direct deposit or check.

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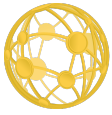
Daily Calls Report

Here you will find a detailed summary of the calls on any selected date:

Daily Call Report

EXTENSION: 19830, MAMASITA

| June | 2 | 2022 | Ordered by: Call Start | Descending | Display: ALL |

Search   Export to Excel

Show 10 entries   Search:

Customer	Call Type	Call Start	Customer Logged In	Agent Chosen	Call Connected	Call End	Duration	On Hold	Connected	Call Charge	Per Min Fee	Profit Pct Fee	Call Profit
02917	Extended	4:28:09 PM	4:28:09 PM	4:28:09 PM	4:28:10 PM	4:48:17 PM	20m 7s	0m 1s	20m 6s	$39.80	$2.03	$7.96	$29.82
02917	Web	4:09:12 PM	4:09:12 PM	4:09:12 PM	4:09:47 PM	4:27:56 PM	18m 43s	0m 35s	18m 8s	$29.85	$1.88	$5.97	$22.01
						TOTALS:	38m 50s	0m 36s	38m 14s	$69.65 ($69.65 total)	$3.90 ($3.90 total)	$13.93 ($13.93 total)	$51.83 ($51.83 total)

Showing 1 to 2 of 2 entries   Previous   1   Next

The **Customer's ID Number** for the transaction will be listed in the first

column. **Call Types** are listed as:

- **Web** (calls placed through the website using the Web Call button)
- **Phone** (calls placed over your telephone using the 800 number)
- **Extended** (calls which are continued upon adding funds midway through the call)

The **Call Start** lists the time when the system connected you to the Member. The **Member Logged In** time references when the Member signed into their account either by web or phone. The **Advisor Chosen** time refers to when they entered your ID into our system. The **Call Connected** time is the time from when charges begin. The **Call End** lists the time when the call was ended and when charges stop.

The **Duration** of the call is then calculated into the **Call Charge**. **On Hold** time is not charged to the Member. The total **Connected** time is the time Members are charged for.

***PaidCommunications** then charges fees based on the following:*

- We charge **$0.10 for every minute** of connected call time, reflected in the **Per Min. Fee** column.
- We also charge **20% of each call charge**, reflected in **Profit % Fee**.

Your take-home profit after our fees is listed in the **Call Profit** column.

You may issue a refund for any call by clicking on the **"Refund"** link.

16
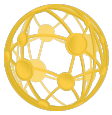
Phone Settings - Hours of Operation

You can change the hours when you accept calls using this page.

Take note of the **Phone Number** you're currently editing settings for.

Manual Operation indicates that you will be able to accept calls only when you're connected to our system.

Scheduled Operation means that calls will be patched through to you during the specified times below.

The **Hour** and **Minute** times are available to choose from. Be sure to indicate AM or PM.

Open All Day indicates for calls to be patched through anytime during that day.

Any days marked **Closed** will block any calls from coming through to this number.

You can check the "***Apply these hours to all of my Forwarding Numbers"*** in order to save time duplicating the information for all of your phone numbers.

Remember: you can always get here by clicking the ***"Hours of Operation"*** tab from the Phone link in the menu.
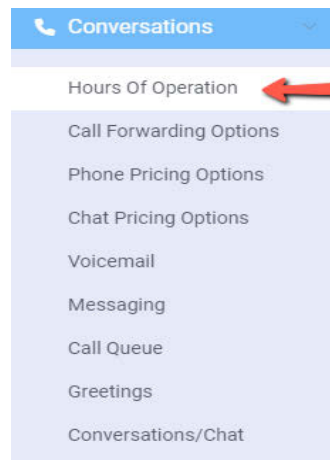
Phone Settings - Call Forwarding

You can change the phone numbers where you will receive calls on this page.

Simply enter your phone number in the space provided.

If you click the **"Receive text alerts"** checkbox you will receive a text messages when Members contact you for a call or question.

"Seconds to answer" indicates how long the phone should ring before going to the voicemail service.

You can *drag the numbers up and down* to indicate priority ordering of which number is called first. If the first number is not reached, the call will be attempted at the second number, and so on.

Click the red **X** if you'd like to delete a particular phone number.

Remember: you can always get here by clicking the *"Call Forwarding"* tab from the Phone link in the menu.

18
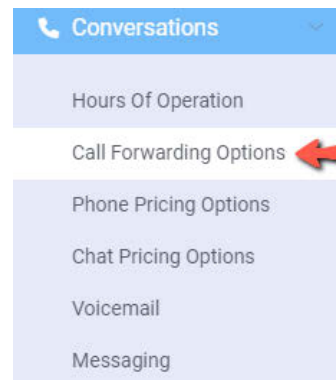
Editing Your Pricing Options

Here you can specify exactly how to charge your callers.

Pricing Options

YOU CAN CHARGE A FLAT RATE OR PER MINUTE OR A COMBINATION OF BOTH. ONE OF THE BILLING OPTIONS IS REQUIRED. WE ALLOW UP TO $100.00 FOR THE FLAT RATE CHARGE AND FROM 10 CENTS UP TO $10.00 PER MINUTE CHARGE.

Seconds To Answer: 10

Flat Rate Call Charge: $5.00

Maximum Time For Flat Rate 10

If you entered a Flat Rate Charge, your Per Minute Charge will begin when the Maximum Time For Flat Rate has been reached.

Per Minute Charge 0.50

*Offer First Time Caller Promotion ☐

Reset

Free Minutes First Time Caller: 0

Discount Flat Rate Call Charge: 0

Maximum Time For Discount Flat Rate: 0

Discount Per Minute Charge: 0

Save   Cancel

Your pricing structure will determine the number of calls you receive from potential callers. You should charge enough that your services appear professional, but not so much that potential clients might not want to try you out.

The Per Minute Charge is the standard rate that will be charged for every minute outside of the exceptions below.

You can set the first few minutes of each call to be **Free Minutes**.

You can also choose to charge a **Flat Rate Charge**. If you do so, you must also choose a **Maximum Time for a Flat Rate Call**. The most time allowed is 60 minutes. After this time, the standard Per Minute Charge will apply.

You may also want to take advantage of our First Time Called Promotion feature. It will only apply if this box is checked.

For First Time Callers ONLY, you can set a few options:

• **Free Minutes** that is more than the standard Free Minutes you offer.
• You can set a unique **Per Minute Charge** here as well.
• First time callers can enjoy a **Discount Flat Rate Charge** for the **Maximum Time Allowed**.

Remember: you can always get here by clicking the *"Pricing Options"* tab from the Phone link in the menu.

📞 **Conversations** ⌄

Hours Of Operation

Call Forwarding Options

Phone Pricing Options ←

Chat Pricing Options

Voicemail

Messaging

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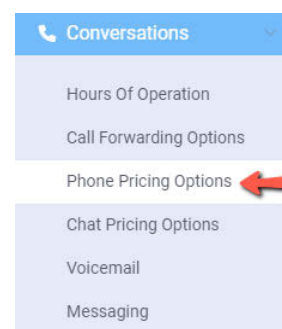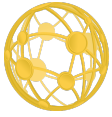
Accessing Voicemail

When Members are unable to reach you directly, they are given the option to leave a Voicemail. You can access your messages by clicking the *"Voicemail"* tab from the Phone menu.

Listen To Your Voicemail Messages

Voice Mail	Message From	Create Date	Delete	Message
Play Voicemail | Download File ▶ 0:00 / 0:11 🔊 ⋮	Voicemail from Michael	7/30/2022 2:14:31 PM	❌	Contact
Play Voicemail | Download File ▶ 0:00 / 0:01 🔊 ⋮	Voicemail from Michael	7/31/2021 10:29:18 AM	❌	Contact
Play Voicemail | Download File ▶ 0:00 / 0:03 🔊 ⋮	Voicemail from Michael	7/29/2021 9:10:41 AM	❌	Contact

Show 10 entries   Search:

Showing 1 to 3 of 3 entries   Previous 1 Next

You will see who your Voicemail is from on the left. You can **click their name** to go to their profile. You can also **click the Chat Icon** to send them a text message as a reply.

Click the **triangle** to play the message.

If you'd like to save the message, click the **"Download File"** button.

Click the red **X** to delete the message.

Remember: you can always get here by clicking the *"Voicemail"* tab from the Phone link in the menu.

☎ Conversations

Hours Of Operation

Call Forwarding Options

Phone Pricing Options

Chat Pricing Options

Voicemail ←

Messaging

Call Queue

Accessing Text Messages

When Members are unable to reach you directly, they are given the option to leave a Text Message. You can access your messages by clicking the *"Messaging"* tab from the Phone menu.

Messaging

Send a message to a Member you have previously spoken with from the list below.

Show 10 ⌄ entries   Search: [   ]

Member Extension	Screen Name	Date and Time of last call	Connected Duration of last call	New Message
11248	Michael	7/30/2022 4:45:56 PM	86 secs	Send Now

Showing 1 to 1 of 1 entries   Previous 1 Next

Below are the list of messages you received from member(s). Click on their extension number to see the details.

Search [   ]   [Search]

Show 10 ⌄ entries   Search: [   ]

Extension	Sender Name	Send Date
11248	Michael	5/5/2022 8:55:18 AM
11248	rahsai	2/11/2022 7:04:31 AM
11248	rahsai	1/20/2022 1:27:38 PM

Showing 1 to 3 of 3 entries   Previous 1 Next

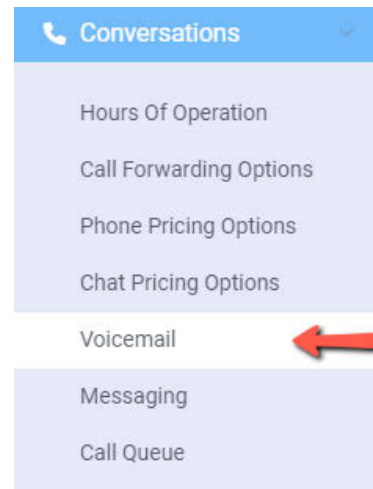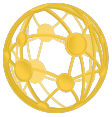**Unread Messages** are marked in **bold** and have a new "**NEW**" tag.

You will see who your Text Message is from on the left. You can **click their name** to go to their profile. You can also **click the Phone Icon** to begin a phone conversation with them through the PaidCommunications web portal. Alternatively, you can dial them from you registered phone number using the **Extension Number** listed below their name.

The most **recent message** is shown in the blue text bubble on the right. If there is a previous chat history, a link will appear that says *"See all messages"*. Click on it to see your entire chat history with this Member.

Click the red **X** to delete the message.

Remember: you can always get here by clicking the *"Messaging"* tab from the Phone link in the menu.

📞 Conversations ⌄

Hours Of Operation

Call Forwarding Options

Phone Pricing Options

Chat Pricing Options

Voicemail

Messaging ←

Call Queue

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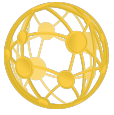
Thank you!

Thank you for using PaidCommunications!

We strive for excellence, and are happy to hear your feedback.

If anything has not been to your satisfaction, please don't hesitate to call us at **(888) 439-8984** so we can resolve your issue.