



ThemAtticAthens User Guide For Providers

V.1.0.

ThemAtticAthens Medical Services

Welcome to ThemAtticAthens! Whether you're an experienced tour operator, a local guide, or a business offering unique experiences, ThemAtticAthens is here to help you reach and engage with potential clients and partners.

This guide will walk you through everything you need to get started on our platform. You'll learn how to register, set up your profile, and manage your activities.

Our goal is to support your business by providing a seamless, user-friendly platform where you can showcase your offerings and connect with a vibrant community interested in thematic tourism. Together, we can create memorable experiences for visitors and locals alike, highlighting the rich cultural and natural heritage of Attica.



Ευρωπαϊκή Ένωση



Με τη συγχρηματοδότηση της Ελλάδας και της Ευρωπαϊκής Ένωσης



ΕΛΛΗΝΙΚΗ ΔΗΜΟΚΡΑΤΙΑ
ΠΕΡΙΦΕΡΕΙΑ ΑΤΤΙΚΗΣ





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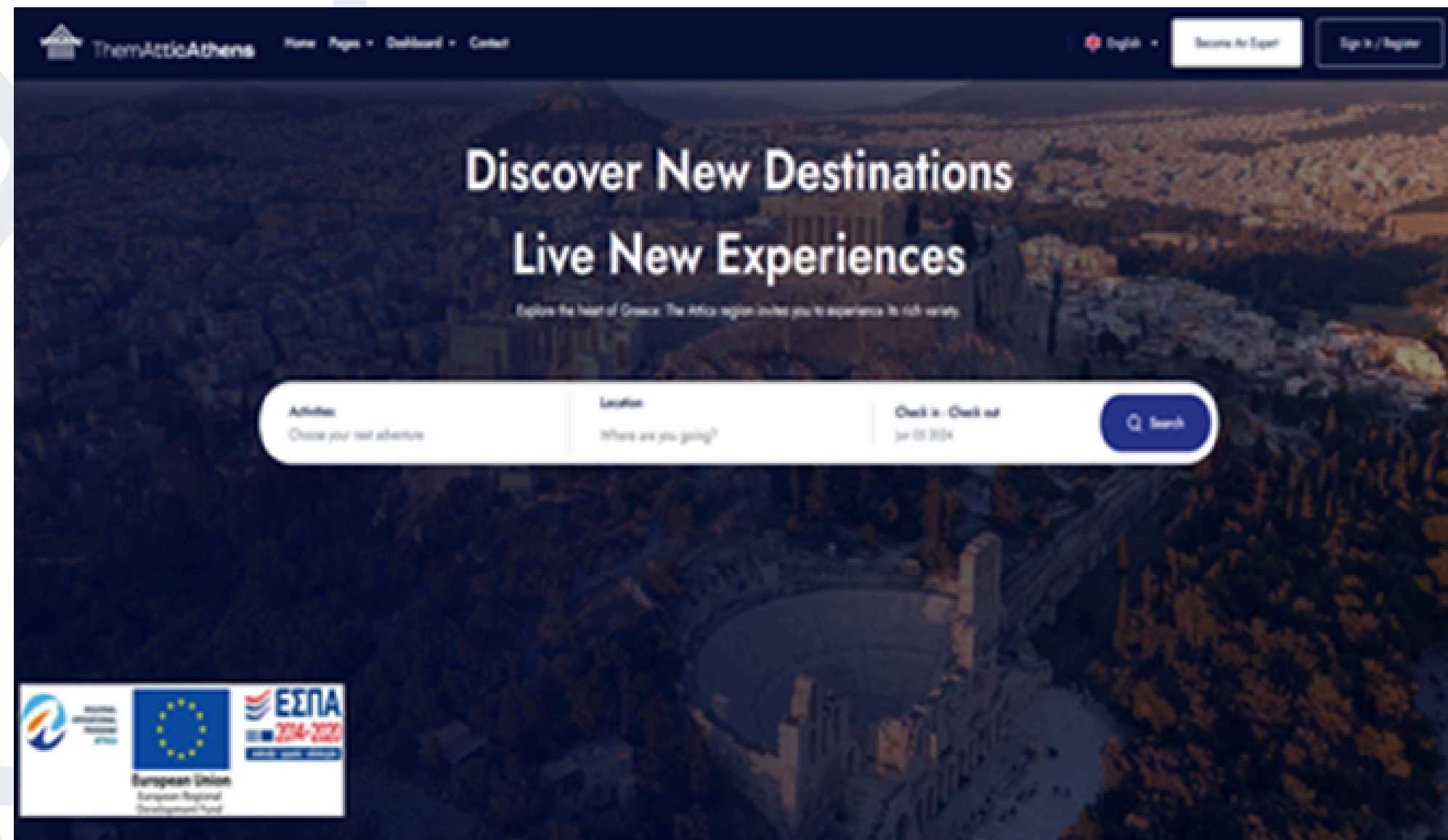


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1. Account Registration

Upon entering the platform, locate and click the "Become an Expert" button.





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Complete the required fields accurately:

Username: Choose a unique username that identifies you on the platform.

First Name: Enter your given name.

Last Name: Provide your surname or family name.

Business Name (if applicable): Enter the name of your business.

Email: Input your email address for communication and account verification.

Phone: Provide your contact number.

Password: Create a secure password for accessing your account.

Confirm Password: Re-enter the password to ensure accuracy.

Review and accept the Terms of Service and Privacy Statement.

Click the "Sign Up" button to complete the registration process.



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By following these steps, you'll successfully create an account on ThemAtticAthens and gain access to its features as an expert.

The screenshot displays the 'Become An Expert' registration page on the ThemAtticAthens website. The page has a light blue background with a white central form area. At the top of the form, it says 'Become An Expert!' and 'Already have an account yet? Log in'. Below this, there are input fields for 'Username', 'First Name', 'Last Name', 'Business Name', 'Email', 'Phone', 'Password', and 'Confirm Password'. At the bottom of the form, there is a checkbox labeled 'By creating an account, you agree to our [Terms of Service and Privacy Statement](#)' and a large blue 'Sign Up' button. The website's navigation bar at the top includes links for 'Home', 'Pages', 'Dashboard', and 'Contact', along with a language selector set to 'English' and buttons for 'Become An Expert' and 'Sign In / Register'.



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Sign In

Upon entering the platform, locate and click the "Sign In/Register" button.

Enter your registered email address in the designated field.

Input your password in the provided space.

Click the "Sign In" button to access your account.

By following these steps, you'll successfully log in to your account on ThemAtticAthens and gain access to its features.



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The screenshot shows a web browser window with the 'Become An Expert' registration form. The form is centered on a light blue background. At the top of the page, there is a navigation bar with links for 'Home', 'Pages', 'Dashboard', and 'Contact'. On the right side of the navigation bar, there is a language selector set to 'English' and two buttons: 'Become An Expert' and 'Sign In / Register'. The registration form itself has a title 'Become An Expert' and a sub-header 'Already have an account yet? Log In'. It contains several input fields: 'Username', 'First Name', 'Last Name', 'Business Name', 'Email', 'Phone', 'Password', and 'Confirm Password'. Below these fields is a checkbox with the text 'By creating an account, you agree to our Terms of Service and Privacy Statement'. At the bottom of the form is a dark blue button labeled 'Sign Up' with a right-pointing arrow.

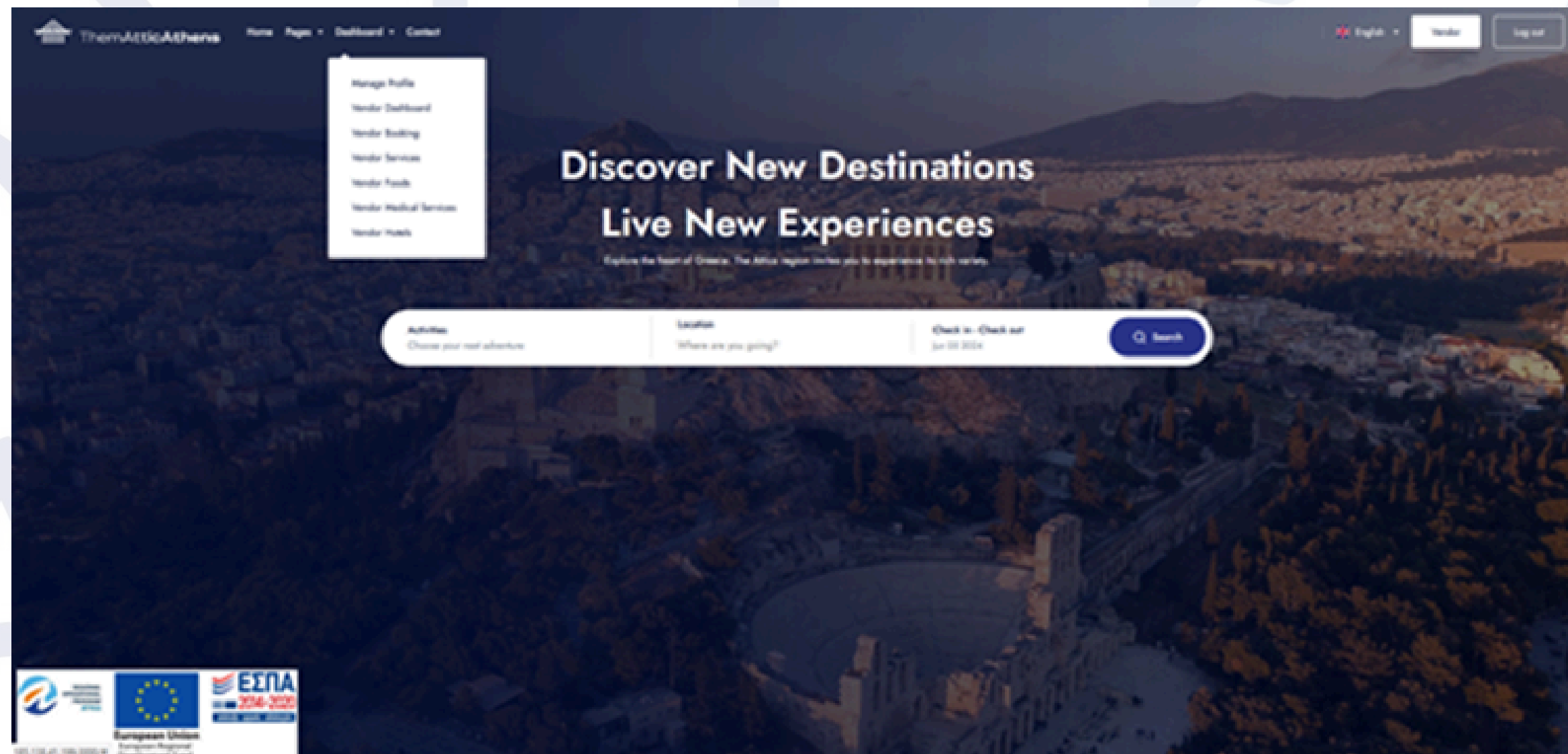


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2. Registering Activities

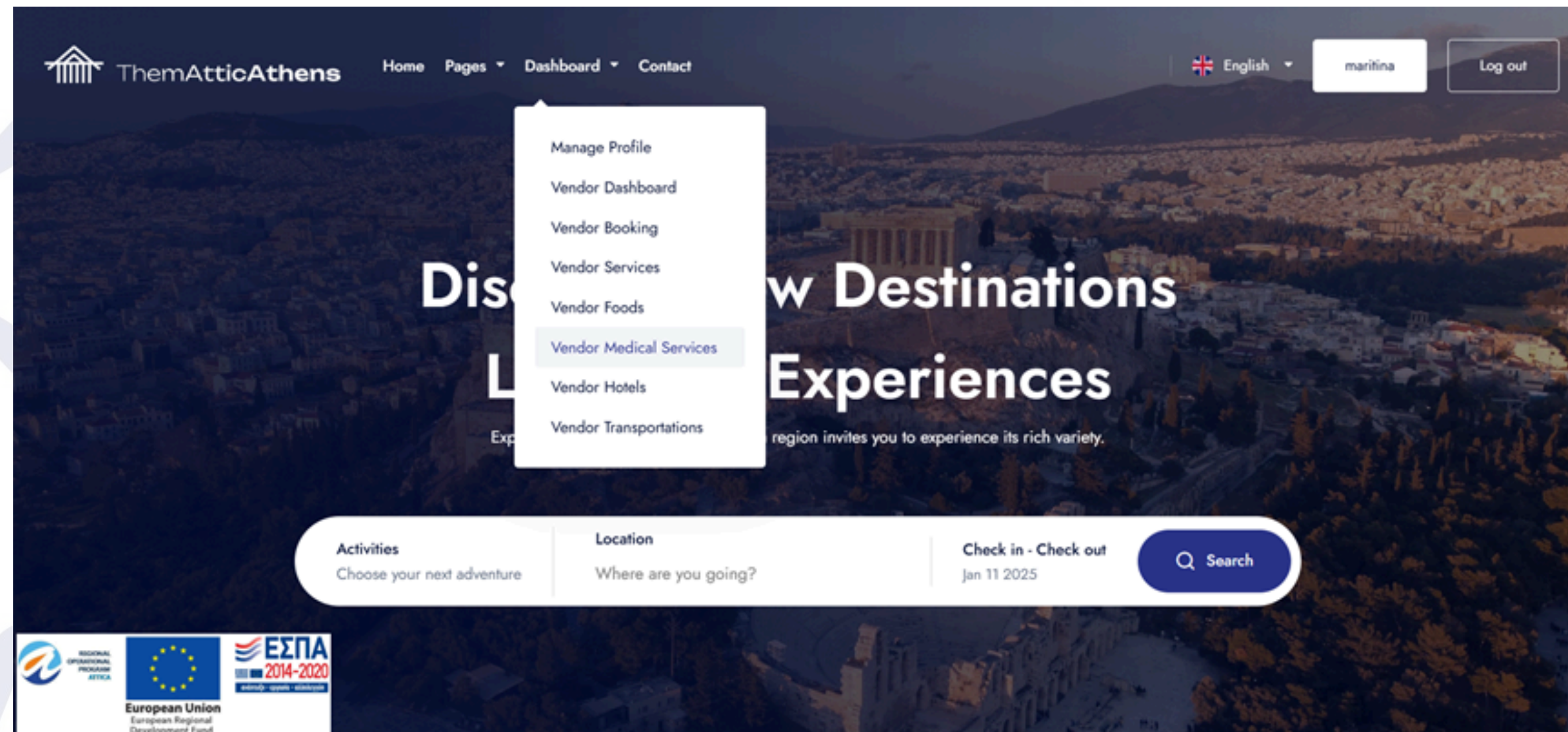
After logging in, navigate to the "Dashboard" and select "Vendor Medical Services" from the list.





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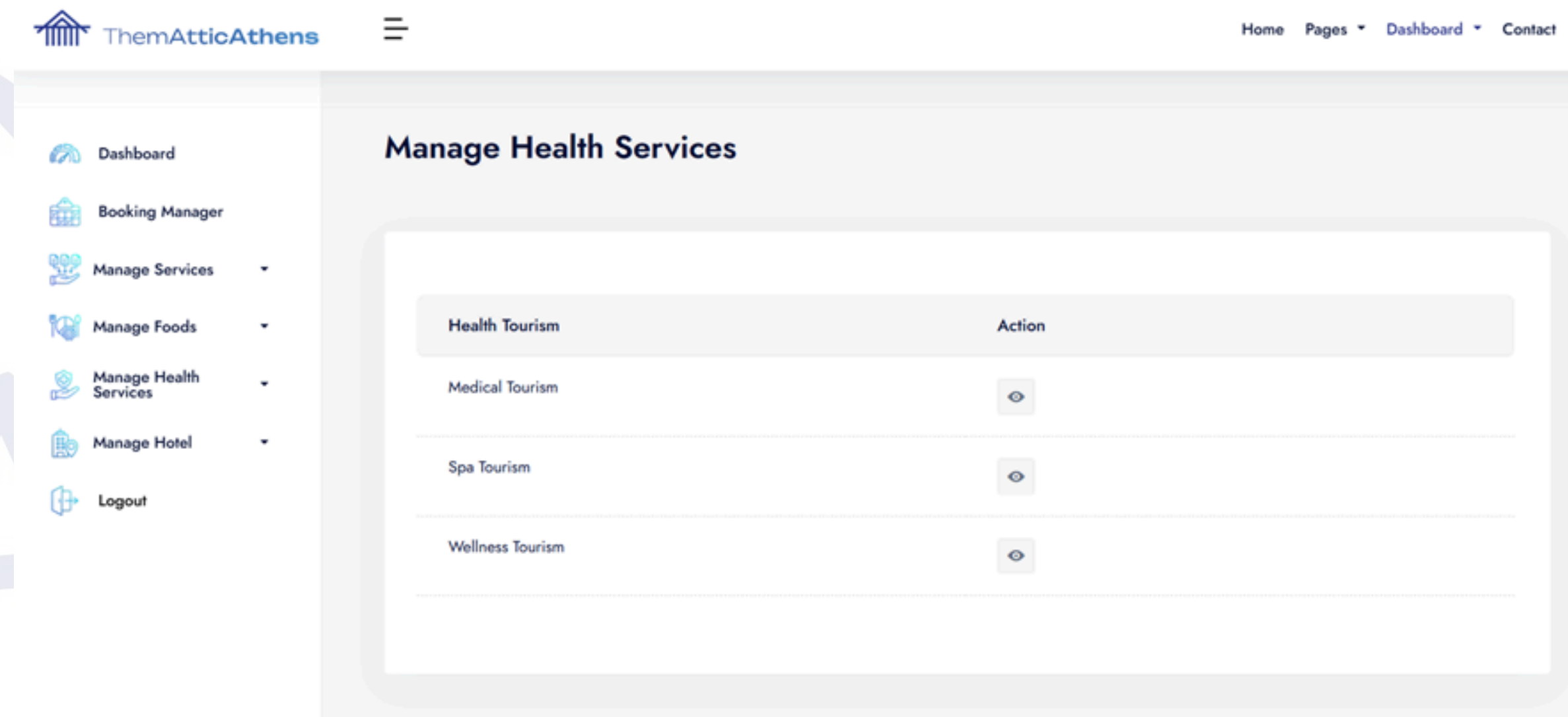


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·The rest of the options in the "Dashboard" section refer to the other tourism categories.

After you press the button " Vendor Medical Services ", you will need to select the type of your service (Medical Tourism, Spa Tourism, Wellness Tourism)





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Then, click on the category that your benefit falls into.

The screenshot displays the ThemAtticAthens web application interface. The top navigation bar includes the logo, a menu icon, and links for Home, Pages, Dashboard, and Contact. The left sidebar contains a list of navigation items: Dashboard, Booking Manager, Manage Services, Manage Foods, Manage Health Services, Manage Hotel, and Logout. The main content area is titled 'Manage Medical Tourism' and features a yellow 'Service Availability' button with a right arrow and a dark blue 'Add a New Service' button with an external link icon. Below these buttons is a table with the following structure:

Title	Status	Last Updated	Action
No Service available			

At the bottom of the page, a copyright notice reads: © 2025 ThemAtticAthens LLC All rights reserved.



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Press the button “Add a New Service”.

Click on your benefit category again.

Select Specific Tourism Category

Category
Select a category

Close

Add a New Service ↗



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Then you will need to fill out the form in English.

The screenshot shows the 'Add new Medical Tourism' page in the ThemAtticAthens system. The page has a sidebar on the left with navigation links: Dashboard, Booking Manager, Manage Services, Manage Foods, Manage Health Services, Manage Hotel, and Logout. The main content area is titled 'Add new Medical Tourism' and includes a yellow button for 'Availability Medical Tourism' and a blue button for 'Back to Medical Tourism'. The form is divided into sections: '1. Activity Form' with a note that the form must be completed in English, and 'Surgeries'. The 'Surgeries' section contains a text input field for 'Activity Title' and an image upload area for 'Main Image' with an 'Upload Images' button.

ThemAtticAthens

Home Pages Contact Cart 0 Booking

Add new Medical Tourism

Availability Medical Tourism

Back to Medical Tourism

1. Activity Form

Kindly note that the form must be completed in English.

Surgeries

* Activity Title

* Main Image

Upload Images



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You must fill in the Activity Title.
(ex. Surgeries)

Surgeries

A rectangular text input field with a thin dark border. Inside the field, on the left side, is a red asterisk followed by the text "Activity Title". A vertical cursor line is positioned at the beginning of the input area.



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Then, you will need to add the corresponding photographic material.

The image you submit should be in either PNG or JPG format, with a minimum of 1280 pixels and a maximum size of 5MB.

*** Gallery**
Please add a minimum of 3 photos.

The screenshot displays a web interface for uploading images. It features a light blue box with a dashed border containing an upload icon (a square with an upward arrow) and the text "Upload Images". Below this box, a text block specifies requirements: "The image you submit should be in either PNG or JPG format, with a minimum of 1280 pixels and a maximum size of 5MB." Further down, a section titled "* Gallery" (with a red asterisk) includes the instruction "Please add a minimum of 3 photos." and another identical "Upload Images" button.

-Pay attention to the requirements for photos.



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Add the link from your YouTube profile.

Please add the Youtube Link



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Write a description of your service.

*** Short Description**

Introduction to the Activity



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For tours, please select the town where you will meet with tourists. If the activity is taking place in the same town as the meeting point, simply insert that town.

*** For tours, please select the town where you will meet with tourists. If the activity is taking place in the same town as the meeting point, simply insert that town.**

Select the primary Town...





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Fill in the blanks with the appropriate details for the exact location.

Additional towns that will be visited during the activity.

* Address and description for the meeting spot

* Please add the link with the location of the meeting point on Google Maps

You can add the link of your website



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Fill in the blanks with the appropriate details for the exact location.

Additional towns that will be visited during the activity.

Select one or more additional towns...



* Address and description for the meeting spot

* Please add the link with the location of the meeting point on Google Maps

You can add the link of your website



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Select if any of the services listed below are included in the activity.

Are any of the services listed below included in the activity?

☐ Transportation

☐ Food

☐ Insurance

☐ Accommodation

*If any services are included, please ensure to provide further details within the "Detailed Program" section.



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Fill in the fields below.

Detailed Program

* What is the itinerary or the main features of the activity?

Answer...

Important Information

What items must the customer bring? (e.g., ID)

Answer..

Is there a specific dress code? Which one?

Answer..



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What should the user know before booking?

* What is the duration for the activity?

* Duration Measurement
Minutes



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Choose what your benefit includes.

* Please select the languages spoken by the guide during the activity:

- | | | | |
|------------------------------------|----------------------------------|-----------------------------------|-------------------------------------|
| ☐ Greek | ☐ English | ☐ Arabic | ☐ French |
| ☐ German | ☐ Danish | ☐ Japanese | ☐ Spanish |
| ☐ Italian | ☐ Chinese | ☐ Malay | ☐ Bengali |
| ☐ Norwegian | ☐ Dutch | ☐ Polish | ☐ Portuguese |
| ☐ Romanian | ☐ Russian | ☐ Swedish | ☐ Finnish |
| ☐ Hindi | | | |

If it aligns with your activity, please select any of the tags below:

- | | | | |
|---|---|---|---------------------------------------|
| ☐ Nightlife Excursions | ☐ Relaxation Experiences | ☐ Food and Drink | ☐ Scenic Views |
| ☐ Outdoor Adventures | ☐ Family-Friendly | ☐ Pet-friendly | ☐ Smoking Area |
| ☐ School Excursion | | | |



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* Until when can a customer book before the activity begins?
30

* Measurement
Minutes

*Setting 30 minutes or less can increase bookings, as many customers prefer last-minute bookings.

Restrictions

* Does the activity accommodate individuals with these conditions or preferences?

Physically challenged

Yes ☐
No ☐

Cardiac Patients

Yes ☐
No ☐

People with Respiratory problems

Yes ☐
No ☐

Postoperative Patients

Yes ☐
No ☐

Epileptics

Yes ☐
No ☐

Pregnant

Yes ☐
No ☐



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Age Restrictions

* Maximum Age Allowed

120

* Minimum Age Allowed

0

Guide/Trainer

* Does the service have a guide/trainer?

Yes

☐

No

☐

Sustainability Certification

* Does the activity have a sustainability certificate?

Yes

☐

No

☐

Activity Status

* Status
Active





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* Pricing

Per Person ☒ Per Private Group ☐

Standard pricing and guest limit

What is the maximum number of participants allowed for the activity?

* Max Capacity
0

* Price €

What is the minimum number of bookings required for the activity to take places?

* Minimum Guests Number
0

*You will be notified via email if the minimum required bookings are not reached by the booking cut-off time.



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Discount Per Person

+ Add Discount Type

Cancellation Policy

* Is the activity refundable?
Select...

Availability

* Availability status
Select...

If your activity isn't listed, [contact us](#) to have it added.

Save All Changes

Once all details are filled in, click the "Save all changes" button to register your activity.



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By following these steps, you'll successfully register a new activity on ThemAtticAthens.

Also, here you can modify prices according to specific dates.

January 2025							Today	<	>
Sun	Mon	Tue	Wed	Thu	Fri	Sat			
29	30	31	1	2	3	4			
5	6	7	8	9	10	11			
12	13	14	15	16	17	18			
19	20	21	22	23	24	25			
26	27	28	29	30	31	1			



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The process remains the same and the remaining 2 are already of Medical Tourism. (Spa Tourism, Wellness Tourism).



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3. Edit activities

- **After saving your activity, navigate to the list of activities.**

Click on the view icon under the "Action" column, or directly on the name of the activity.

Three additional buttons will appear. Select the eye icon to view your activity information.

You'll be directed to a page displaying all the details of your activity, including title, description, schedule, pricing, and any other relevant information.

By following these steps, you'll be able to easily access and review the details of your saved activity on ThemAtticAthens.



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·If you wish to delete a saved activity, follow these steps:

Navigate to the list of activities.

Find the activity you want to delete and locate the button below the "Action" column.

Click on the button, and three additional options will appear.

Select the waste bin icon to delete your activity.

Confirm the deletion when prompted.

By following these steps, you can easily remove unwanted activities from your account on ThemAtticAthens.



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4. Vendor Dashboard

After the provider presses the button " Vendor Dashboard " section, The provider has the capability to monitor detailed statistical data related to their business activities. Specifically, the platform offers:

1. Earnings Statistics Monitoring:

2. The provider can access charts that illustrate their earnings across all offered services, with the flexibility to select a specific time frame (e.g., daily, weekly, monthly, or overall).

3. Comprehensive Overview of Bookings and Earnings:

On the dashboard's main page, summarized information is provided, including the total number of bookings, total earnings, and customer ratings.



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4. Statistical Analysis of Ratings and Sentiment (Ratings & Sentiment Score):

Display of data reflecting service quality through customer ratings, as well as the business's overall reputation through the sentiment score.

5. Booking History (Recent Bookings):

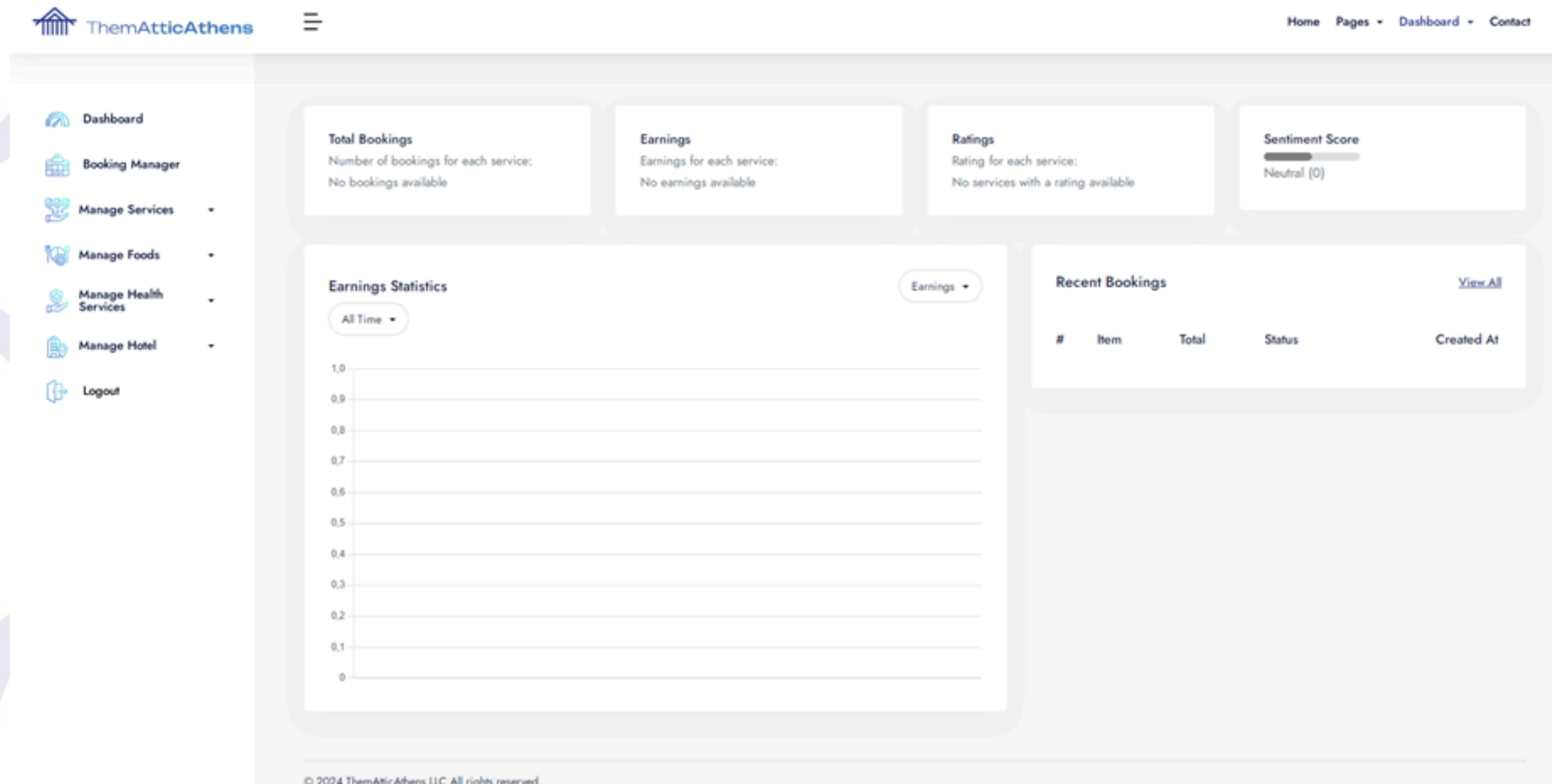
A detailed view of recent bookings, including information on the type of service, the amount, the booking status, and the creation date.

This statistical visualization functionality enables the provider to better understand their business performance, identify potential issues, and make informed decisions to enhance their services.



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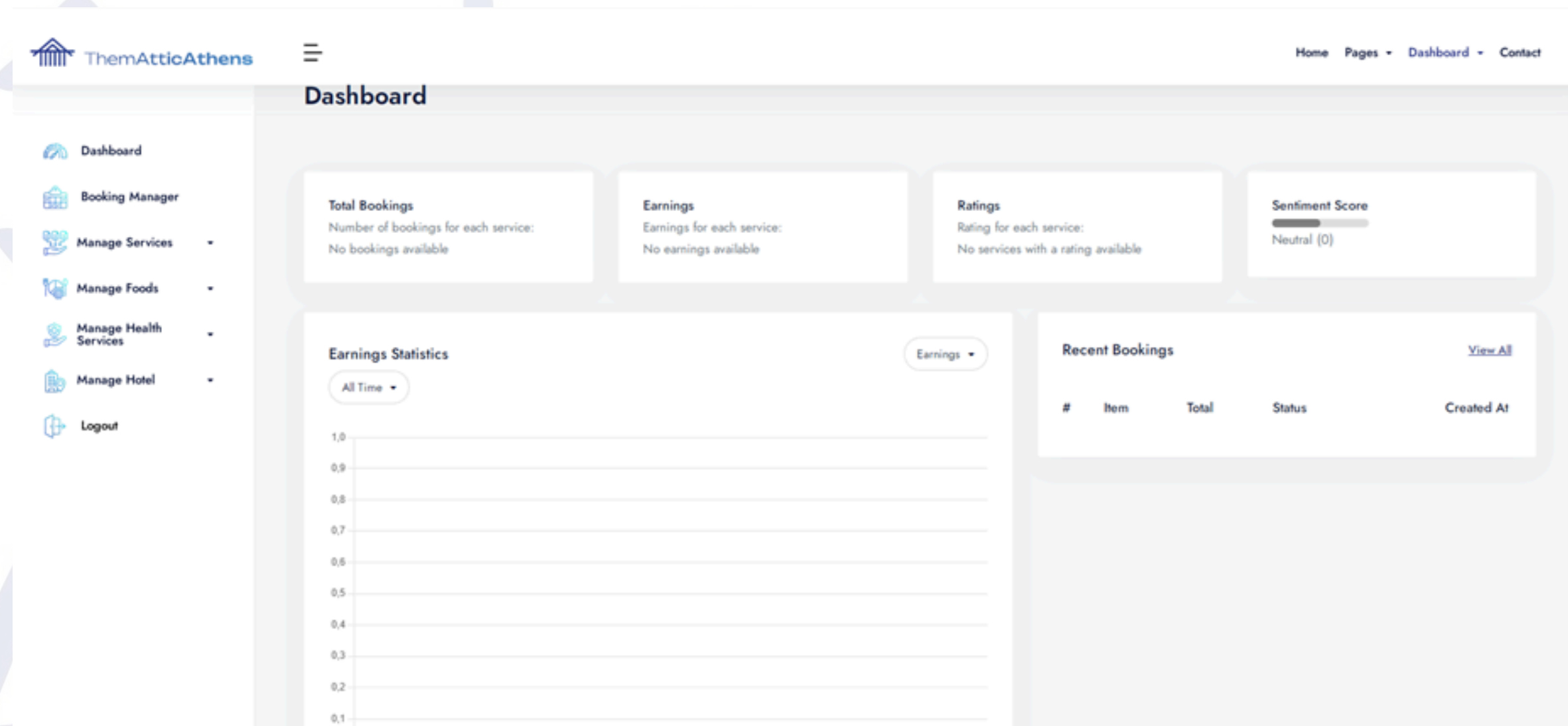




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Sentiment Score





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We hope this guide has provided you with clear and comprehensive information on how to promote your activities on ThemAtticAthens platform. By following these guidelines, you can ensure that your offers are presented in the best possible way, attracting more tourists and improving their experience in Athens. Should you need any assistance or have any questions, we are always at your disposal.

 **info@thematticathens.gr**

The ThemAtticAthens Team