

Webstore

Webstore

Click the Webstore icon:



The Order page:

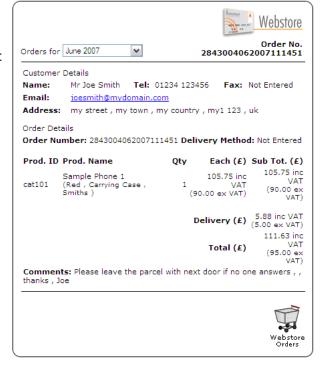


For demonstration purposes we have added a dummy order to show what a typical order looks like in the **Control Panel**.

Click the View Order icon:



The Order Details:



Click the Webstore Orders icon to return to the Order page:







D.,		0 -	445	
Pr	ıce	Se	ш	ngs
			•••	.5~

Currency: Choose between Pound, Euro, US Dollar, Yen or Australia Dollar.

Prices: You can choose to **Include** or **Exclude** VAT.

VAT: Show or Hide VAT

E-Commerce Settings

E-Commerce Provider: At default the setting is set to None but to accept credit card payments you need to

choose from one of the four providers in the dropdown box.

Freestart - Allows you to take credit card details from your customers and are then stored on Freestart's secure server using 128 bit encryption. You need a merchant

account and a way of processing the payment to use this option.

PayPal - You need a valid email address and a PayPal account to use this option. Your Signup Account will be the email address you used to setup your account.

WorldPay - You need an Installation ID from WorldPay to use this option.

PaySystems - You need a Company ID from PaySystems to use this option.

Postage and Packaging Settings

Post and Packaging Mode:

At default the setting is set to **Basic**. With this option you can choose from the drop down box below the type of postage and packaging you require. Eithier **None**, a fixed price **Per Order**, **% Of Order Cost** or **Free P&P Threshold** (which means free delivery if the price is over a certain amount.

See below for **Advanced P&P Options**.

Shopping Cart Settings

Shopping Cart Style: By switching between Traditional Layout and Modern Layout you can change the

look of your Shopping Cart.

Click the **Advanced** Post and Packaging option in the drop down box:

Postage and Packaging Settings
Post and Packaging Mode:



Click the Advanced P&P Options link.



The Advanced Post and Packaging screen:

Delivery Calculation Method

Each product in your store can be assigned a weight and the total delivery cost worked out based on the total weight of the order. Alternatively each product can be assigned a delivery cost and then all the products individual delivery costs are added up giving you a total delivery cost.

Please select how you would like your shops delivery to be calculated...

Product Based Delivery Charge

Product Based Delivery Charges

Your shop will work out the total delivery charges based on the individual delivery prices specified for each of your products.

You can set the delivery cost for each product by editing the product and entering a delivery price.

Delivery Method/Zone or Area

Here you can specify the different Delivery Method/Zone or Area you want your online shop to support, for example some delivery zones might be UK, Europe, USA or 1st Class Postage, 2nd Class, etc.

You can also attach a default delivery value for each of these zones, so regardless to how many items are in the order they will always get charged this initial fee.

	Delivery Zone Name	Default Cost (£)
1	UK	5.00
2	Europe	10.00
3	Rest of World	15.00
4		0.00
5		0.00
6		0.00
7		0.00
8		0.00

Free Delivery

If your customers order value is above a set amount you can offer free delivery.

 $\hfill \square$ Offer Free Delivery if Sub Total is over amount specified below?

Sub Total Amount needed for Free Delivery (£): 0.00

If you have made any changes click the **Update** icon to save: