

6. Setting Configurations

6.1 My Store

- Under My Store, you will find information regarding your store and yourself (store owner)
- Information provided within this section is set by default upon the information you have registered with
- True means yes, false means no
- If you are unsure what some titles mean, just leave it as it is.

My Store

Title	Value	Action
Store Name		▶
Store Owner		i
E-Mail Address		i
E-Mail From		i
Country		i
Zone		i
Expected Sort Order		i
Expected Sort Field		i
Switch To Default Language Currency		i
Send Extra Order Emails To		i
Use Search-Engine Safe URLs (still in development)		i
Display Cart After Adding Product		i
Allow Guest To Tell A Friend		i
Default Search Operator		i
Store Address and Phone		i
Show Category Counts		i
Tax Decimal Places		i
Display Prices with Tax		i

How Can I Update the Information in My Store?

1. If you need update your information, simply click on the field you want to change.
2. To the right, you should see the icon **"edit"**, click on it

Title	Value	Action	E-Mail Address
Store Name	My ePresence Store	i	
Store Owner	John Smith	i	
E-Mail Address	john@myshop.com	▶	The e-mail address of owner
E-Mail From	support@myshop.com	i	
Country	Canada	i	Date Added: 06/19/2005
Zone	British Columbia	i	Last Modified: 07/09/2005

3. Edit your information and select **update**.

Title	Value	Action	E-Mail Address
Store Name	My ePresence Store	ⓘ	Please make any nec
Store Owner	John Smith	ⓘ	
E-Mail Address	john@myshop.com	▶	E-Mail Address The e-mail address o
E-Mail From	support@myshop.com	ⓘ	owner
Country	Canada	ⓘ	johns@myshop.com
Zone	British Columbia	ⓘ	
Expected Sort Order	desc	ⓘ	

6.2 My Store Logo

Have a store logo you wish to place on your store? Simply follow the following instructions.

- 1) under Store2Go admin panel, select **Tools**, then **Customize Logo**
- 2) select **Image Settings** and choose **browse** to locate your logo, then **open**

Customize Logo

Customize the store logo image

Title	Value	Action	Array
Text Settings	Sample Store	ⓘ	Please make any necessary changes
Image Settings	 Add a Domain	▶	Add a Domain
Display Settings	Image Only	ⓘ	Upload new logo image: <input type="text"/> <input type="button" value="Browse..."/>

- 3) When you have the correct location of your Store logo, please choose **upload**






Like our provided logo more? Simply follow the following instructions.

- 1) under the Store2Go admin panel, select **Tools**, then **Customize Logo**
- 2) select **Image Settings** and choose **reset**
- 3) Your Store2Go is reset to the default image.

Title	Value	Action	Array
Text Settings	Sample Store	ⓘ	Please make any necessary changes
Image Settings	 Add a Domain	▶	Add a Domain
Display Settings	Image Only	ⓘ	Upload new logo image: <input type="text"/> <input type="button" value="Browse..."/>

Want to display your Store logo differently? Follow the steps below,

- 1) Under the Store2Go admin panel, choose **Tools**, then **Customize Logo**
- 2) Choose **Display Settings**

Title	Value	Action	Array
Text Settings	Sample Store		Please make any necessary changes
Image Settings	 Add a Domain		<input checked="" type="radio"/> Image Only  Add a Domain
Display Settings	Image Only	reset	<input type="radio"/> Text Only Sample Store
			<input type="radio"/> Image and Text (Type A)  Add a Domain Sample Store
			<input type="radio"/> Image and Text (Type B) Sample Store  Add a Domain
			<input type="radio"/> Image and Text (Type A) Center Align Sample Store  Add a Domain

- 3) Select the setting that you prefer, and choose **update**

6.3 My Store Statements

Want to change the Shipping Statement?

- 1) Under the Store2Go admin panel, choose **Tools** then **Customize Text**

Customize the store text and statements

Catalog main pages

english.php

account_edit.php
account_history_info.php
account_notifications.php
address_book.php
advanced_search.php
checkout_payment.php
checkout_process.php
checkout_shipping_address.php
conditions.php
cookie_usage.php
create_account_success.php
featured_products.php
info_shopping_cart.php
logout.php
privacy.php
product_reviews.php
product_reviews_write.php
reviews.php
shopping_cart.php
ssl_check.php

account.php
account_history.php
account_newsletters.php
account_password.php
address_book_process.php
checkout_confirmation.php
checkout_payment_address.php
checkout_shipping.php
checkout_success.php
contact_us.php
create_account.php
download.php
index.php
login.php
password_forgotten.php
product_info.php
product_reviews_info.php
products_new.php
shipping.php
specials.php
tell_a_friend.php

Payment modules

authorizenet.php
cod.php
ipayment.php
nochex.php
pm2checkout.php
secpay.php

cc.php
hyperwallet.php
moneyorder.php
paypal.php
psigate.php

Shipping modules

fedex1.php
item.php
percent.php
purolator.php
ups.php
zones.php

flat.php
meccafats.php
province.php
table.php
usps.php

Order Total modules

ot_loworderfee.php
ot_subtotal.php
ot_total.php

ot_shipping.php
ot_tax.php

- 2) Under Catalog main pages, click on shipping.php
- 3) Please choose TEXT_INFORMATION

shipping.php

Title	Value	Action
NAVBAR_TITLE	Shipping & Returns	▶
HEADING_TITLE	Shipping & Returns	ⓘ
TEXT_INFORMATION	Put here your shipping & returns information.	ⓘ

back

reset

- 4) type in your own shipping statement in the text box provided on the right hand side of the screen
- 5) Select **Update**.

Want to personalize your privacy notice?

- 1) Under the Store2Go admin panel, choose **Tools**, then **Customize Text**
- 2) Under Catalog main pages, click on privacy.php
- 3) Please choose TEXT_INFORMATION
- 4) type in your own shipping statement in the text box provided on the right hand side of the screen
- 5) Select **Update**

















To state the Condition of use?

- 1) Under the Store2Go admin panel, choose **Tools**, then **Customize Text**
- 2) Under Catalog main pages, click on conditions.php
- 3) Please choose TEXT_INFORMATION
- 4) type in your own shipping statement in the text box provided on the right hand side of the screen

5) Select **Update****6.4 Minimum Values**

- the smallest amount of characters allowed to be inputted (by customers) in given fields when registering for a new customer account
- digits inputted are to your preference






Minimum Values

Title	Value	Action
First Name	2	
Last Name	2	
Date of Birth	10	
E-Mail Address	6	
Street Address	5	
Company	2	
Post Code	4	
City	3	
State	2	
Telephone Number	3	
Password	5	
Credit Card Owner Name	3	
Credit Card Number	10	
Review Text	50	
Best Sellers	1	
Also Purchased	1	







How Can I Change the Minimum Values?

1. Simply click on the field you would like to change.

2. To the right, you should see the icon “**edit**”, click on it

Title	Value	Action	Date of Birth
First Name	2		<input type="text" value="edit"/>
Last Name	2		
Date of Birth	10		Minimum length of da
E-Mail Address	6		Date Added: 06/19/2
Street Address	5		




















3. Change the information and select **update**.

Title	Value	Action	Date of Birth
First Name	2		Please make any nec
Last Name	2		
Date of Birth	10		Date of Birth Minimum length of da
E-Mail Address	6		<input type="text" value="6"/>
Street Address	5		
Company	2		<input type="button" value="update"/>

6.5 Maximum Values

- the largest amount of characters allowed to be inputted (by customers) in given fields when they using the online catalog function
- digits inputted are to your preference

Maximum Values

Title	Value	Action
Address Book Entries	5	
Search Results	20	
Page Links	5	
Special Products	9	
New Products Module	9	
Products Expected	10	
Manufacturers List	0	
Manufacturers Select Size	1	
Length of Manufacturers Name	15	
New Reviews	6	
Selection of Random Reviews	10	
Selection of Random New Products	10	
Selection of Products on Special	10	
Categories To List Per Row	3	
New Products Listing	10	
Best Sellers	10	
Also Purchased	6	
Customer Order History Box	6	
Order History	10	

How Can I Change the Maximum Values?

1. Simply click on the field you would like to change.
2. To the right, you should see the icon “**edit**”, click on it

Title	Value	Action	Address Book Entries
Address Book Entries	5	▶	edit
Search Results	20	ⓘ	
Page Links	5	ⓘ	Maximum address bo
Special Products	9	ⓘ	customer is allowed to
New Products Module	9	ⓘ	Date Added: 06/19/2

3. Change the information and select **update**.

Title	Value	Action	Address Book Entries
Address Book Entries	5	▶	Please make any nec
Search Results	20	ⓘ	
Page Links	5	ⓘ	Address Book Entries
Special Products	9	ⓘ	Maximum address bo
New Products Module	9	ⓘ	customer is allowed to
Products Expected	10	ⓘ	50
Manufacturers List	0	ⓘ	update

6.6 Images

This is where you set standard image sizes. This way, your catalogue content is consistent, organized and net. Sizes (in pixels) are set to your own preference (If you're not sure what sizes you should use, experiment with them).

Images

Title	Value	Action
Small Image Width	100	▶
Small Image Height	80	ⓘ
Heading Image Width	57	ⓘ
Heading Image Height	40	ⓘ
Subcategory Image Width	100	ⓘ
Subcategory Image Height	57	ⓘ
Calculate Image Size	true	ⓘ
Image Required	true	ⓘ

How Can I Change the Image Values (Size)?

1. Simply click on the field you would like to change.
2. To the right, you should see the icon “**edit**”, click on it

Title	Value	Action	Heading Image Width
Small Image Width	100	ⓘ	edit
Small Image Height	80	ⓘ	
Heading Image Width	57	▶	The pixel width of hea
Heading Image Height	40	ⓘ	Date Added: 06/19/2
Subcategory Image Width	100	ⓘ	

3. Change the information and select **update**.

Title	Value	Action	Heading Image Width
Small Image Width	100		Please make any ne
Small Image Height	80		
Heading Image Width	57		Heading Image Width The pixel width of hea
Heading Image Height	40		60
Subcategory Image Width	100		
Subcategory Image Height	57		<input type="button" value="update"/>

6.7 Customer Details

- Information you'd like to be displayed in your customer's account
- True means yes, false means no.

Customer Details

Title	Value	Action
Gender	true	
Date of Birth	true	
Company	true	
Suburb	true	
State	true	

How Can I Change Customer Details?

1. Simply click on the field you would like to change.
2. To the right, you should see the icon "**edit**", click on it

Title	Value	Action	Company
Gender	true		<input type="button" value="edit"/>
Date of Birth	true		
Company	true		Display company in th account
Suburb	true		
State	true		Date Added: 06/19/2

3. Select false and then click on **update**.

Title	Value	Action	Company
Gender	true		Please make any nece
Date of Birth	true		
Company	true		Company Display company in th account
Suburb	true		
State	true		<input type="radio"/> true <input checked="" type="radio"/> false
			<input type="button" value="update"/>

6.8 Shipping/Packaging

- information concerning product shipment/packaging.
- information is set to your preference

Shipping/Packaging

Title	Value	Action
Country of Origin	Canada	▶
Postal Code	V6H 3H8	ⓘ
Enter the Maximum Package Weight you will ship	50	ⓘ
Package Tare weight.	3	ⓘ
Larger packages - percentage increase.	10	ⓘ

How Can I Change the Shipping/Packaging Information?

1. Simply click on the field you would like to change.
2. To the right, you should see the icon “**edit**”, click on it
3. Change the information and select **update**.

Shipping/Packaging

Title	Value	Action	Country of Origin
Country of Origin	Canada	▶	Please make any necessary changes
Postal Code	V6H 3H8	ⓘ	
Enter the Maximum Package Weight you will ship	50	ⓘ	
Package Tare weight.	3	ⓘ	
Larger packages - percentage increase.	10	ⓘ	

Country of Origin
Select the country of origin to be used in shipping quotes.

Canada

update cancel

6.9 Product Listing

- product information
- whether you'd like to display your product image, product name, product price, you edit it all here
- 0 = disable; 1 = enable/ top; 2= middle; 3 = both

Product Listing

Title	Value	Action
Display Product Image	0	▶
Display Product Manufacturer Name	0	ⓘ
Display Product Model	0	ⓘ
Display Product Name	1	ⓘ
Display Product Price	2	ⓘ
Display Product Quantity	0	ⓘ
Display Product Weight	0	ⓘ
Display Buy Now column	0	ⓘ
Display Category/Manufacturer Filter (0=disable; 1=enable)	1	ⓘ
Location of Prev/Next Navigation Bar (1-top, 2-bottom, 3-both)	2	ⓘ

How Do I Change Product Listing Settings?

1. Simply click on the field you would like to change.
2. To the right, you should see the icon "**edit**", click on it
3. 0 = disable; 1 = enable/ top; 2= middle; 3 = both

Title	Value	Action	Display Product Image
Display Product Image	0	▶	edit
Display Product Manufacturer Name	0	ⓘ	
Display Product Model	0	ⓘ	Do you want to display product image?
Display Product Name	1	ⓘ	
Display Product Price	2	ⓘ	Date Added: 06/19/2005

4. Change the information and select **update**.

Title	Value	Action	Display Product Image
Display Product Image	0	▶	Please make any necessary changes
Display Product Manufacturer Name	0	ⓘ	
Display Product Model	0	ⓘ	
Display Product Name	1	ⓘ	Display Product Image
Display Product Price	2	ⓘ	Do you want to display product image?
Display Product Quantity	0	ⓘ	1
Display Product Weight	0	ⓘ	update

6.10 Stock

This section involves the status of stock levels.

Stock

Title	Value	Action
Check stock level	true	▶
Subtract stock	true	i
Allow Checkout	true	i
Mark product out of stock	***	i
Stock Re-order level	5	i

How Do I Change Stock Settings?

1. Simply click on the field you would like to change.
2. To the right, you should see the icon "edit", click on it

Title	Value	Action	Allow Checkout
Check stock level	true	i	
Subtract stock	true	i	
Allow Checkout	true	▶	edit
Mark product out of stock	***	i	Allow customer to che there is insufficient st
Stock Re-order level	5	i	Date Added: 06/19/2 Last Modified: 07/21/

3. Edit the information and select **update**.

Title	Value	Action	Allow Checkout
Check stock level	true	i	Please make any nec
Subtract stock	true	i	
Allow Checkout	true	▶	Allow Checkout Allow customer to che there is insufficient st
Mark product out of stock	***	i	
Stock Re-order level	5	i	<input type="radio"/> true <input checked="" type="radio"/> false
			update

6.11 Email Options

- Information regarding e-mail settings

E-Mail Options

Title	Value	Action
E-Mail Transport Method	sendmail	i
E-Mail Linefeeds	LF	▶
Use MIME HTML When Sending Emails	false	i
Verify E-Mail Addresses Through DNS	false	i
Send E-Mails	true	i

6.12 Download

- If you are selling a product that can be downloaded (ex. Real Player, audio files, etc), this section allows you to enable/disable it

Download

Title	Value	Action
Enable download	false	▶
Download by redirect	false	ⓘ
Expiry delay (days)	7	ⓘ
Maximum number of downloads	5	ⓘ

How to Change Download Settings?

- Simply click on the field you would like to change.
- To the right, you should see the icon "**edit**", click on it

Title	Value	Action	Maximum number of
Enable download	true	ⓘ	edit
Download by redirect	false	ⓘ	
Expiry delay (days)	7	ⓘ	Set the maximum number of downloads. 0 means no downloads are authorized.
Maximum number of downloads	5	▶	
			Date Added: 06/19/2011

- Edit the information and select **update**.

Title	Value	Action	Maximum number of
Enable download	true	ⓘ	Please make any necessary changes.
Download by redirect	false	ⓘ	
Expiry delay (days)	7	ⓘ	Maximum number of downloads Set the maximum number of downloads. 0 means no downloads are authorized.
Maximum number of downloads	5	▶	4
			update

6.13 Featured

- If you have a featured item of the week/month, this is the section to go

Featured

Title	Value	Action
Display Featured Products	false	▶
Maximum Display of Featured	6	ⓘ