

CartXpress
powered by osCommerce

Reference Guide

Contents

Getting Started

Chapter 1

Overview	1
Configuration	2
Catalog	2
Customers	3
Locations/Taxes	3
Localization	4
Tools	4
Vouchers/Coupons	4

Installation of CartXpress

Chapter 2

Installing CartXpress	6
-----------------------------	---

Style Sheet Manager

Chapter 3

Managing your Style Sheet	8
.boxText	8
.checkoutBarCurrent	8
.checkoutBarFrom, .checkoutBarTo	8
.errorBox	8
.infoBox	8
.infoBoxContents	8
.infoboxNotice	8
.infoBoxNoticeContents	9
.inputRequirements	9
.linkListing-Heading	9
.messageBox	9
.messageStackError, .messageStackWarning	9
.messageStackSuccess	9
.moduleRowOver	9
.moduleRowSelected	9
.orderEdit	9
.productListing-Heading	9
.productsNotifications	9
.stockWarning	10
A	10
A.HeaderNavigation	10
A.HeaderNavigation: hover	10
A.pageResults	10

A.pageResults: hover	10
A: hover	10
Body	10
CheckBox, Input, Radio, Select Controls	10
SPAN.error test	10
SPAN.greetUser	11
SPAN.markProductOutOfStock	11
SPAN.newItemInCart	11
SPAN.productSpecialPrice	11
TABLE.formArea	11
TABLE.linkListing	11
TABLE.productListing	11
TD.accountCategory	11
TD.fieldkey	11
TD.fieldValue	11
TD.footer	12
TD.formAreaTitle	12
TD.headerError	12
TD.headerInfo	12
TD.headerNavigation	12
TD.infoBox, SPAN.infoBox	12
TD.InfoBoxHeading	12
TD.productListing-data	13

Configuration

Chapter 4

Overview	15
My Store	15
Minimum Values	16
Maximum Values	16
Images	16
Customer Details	16
Shipping/Packaging	16
Product Listing	16
Stock	17
Cache	17
Download	17
GZip Compression	17

Catalog
Administration

Chapter 5

Administration of your Catalog	18
Categories/Products	18

	Products Attributes	18
	Manufacturers	19
	Reviews	19
	Specials	19
	Products Expected	19
Customers	Chapter 6	
	Dealing with your Customers	20
	Orders	20
Reports	Chapter 7	
	Managing your Reports	22
	Products Viewed	22
	Products Purchased	22
	Customer Orders- Total	22
	Low Stock Report	22
Vouchers/Coupons	Chapter 8	
	Adding Vouchers and Coupons	23
	Coupon Administration	23
	Gift Voucher Release Queue	24
	Mail Gift Voucher	24
	Gift Vouchers Sent	25
Localization	Chapter 9	
	Making your Store a “local” store	26
	Currencies	26
	Languages	27
Modules	Chapter 10	
	Using the Modules	28
	Payment	28
	Shipping	28
	Order Total	28
	Connectors	29
Location/Taxes	Chapter 11	
	Determining Location and Taxes	30

Catalog

Countries 30
Zones 30
Tax Zones 30
Tax Classes 30
Tax Rates 30

Chapter 12

Setting up the Catalog 31
Categories 33
Manufacturers 33
What's new? 33
Quick Find 33
Information 33
Testimonials 34
Shopping Cart 34
Reviews 34
Languages 34
Currencies 34
Dates 35
Add to Cart 35
Notifications 35
Best Sellers 35
My Account 36
Cart Contents 36
Checkout 36
Shipping 36
Payment 36
Log off 36

Glossary..... 38

Chapter 1: Getting Started

Overview

CartXpress, powered by osCommerce is an **online shop e-commerce** solution. It features "**out-of-the-box**" installations that allow storeowners to set up and maintain online stores, with very little effort.

Having osCommerce power CartXpress provides you with an **open** e-commerce platform, which combines the best in **open-source** solutions. osCommerce's open-source aspect allows you to be part of an online community of people who share the same goal of improving your ability to get your products to your customers in an easy manner, which will encourage your customers to return again and again.

CartXpress allows you to use all the features you came to expect in AlaCart powered by osCommerce, along with the following **new** features:

- Customer Testimonials
- Discount Coupon Module
- Gift Voucher Module
- Ebay Store Connector
- Amazon.com Store Connector
- Download Controller
- Low Stock Report
- Quantity Price Breaks
- UPS, USPS, and FedEx Shipment Tracking
- PayFlow Pro Payment Processor
- World Pay Payment Processor
- Attribute Sort Option
- Dynamic Thumbnail Creation
- ELF 2 Logging for Urchin
- Creating ELF/ELF2 logs that are compatible to Urchin Software

The interface of CartXpress is easy to use. The many features of CartXpress can easily be accessed from your store's homepage.

Configuration

Configuration has the following features:

My Store Keep track of your store name, email address, where you wish to send your email from, how you want your products sorted, what currency you will accept in your store, etc.

Logging Log various activities that are related to your online store.

Cache Determine whether you will use the cache features, as well as how you will set up a cache directory.

My Store		
Title	Value	Action
Store Name	Weiner Dog Stuff	▶
Store Owner	Melissa Nelson	⬆
E-Mail Address	melissa@wdogstuff.com	⬆
E-Mail From	WeinerDogStuff <root@localhost>	⬆
Country	United States	⬆
Zone	Maryland	⬆
Expected Sort Order	desc	⬆
Expected Sort Field	products_name	⬆
Switch To Default Language	true	⬆
Currency		⬆
Send Extra Order Emails To	missy@wdogstuff.com	⬆
Use Search-Engine Safe URLs (still	true	⬆

Catalog

Catalog has the following features:

Contents Determine what contents you will have in your online catalog, as well as how you will categorize them.

Manufacturers Keep track of the manufacturers of your products.

Categories / Products

Search: |
Go To: Top

Categories / Products	Status	Action: weiner dog clothes
weiner dog clothes		edit delete move
weiner dog medicine		⬆
weiner dog photos		⬆
weiner dog toys		⬆
Weiner dog Collar	● ●	⬆

Categories: 4
Products: 1

new category new product weinerdog_clothes.gif

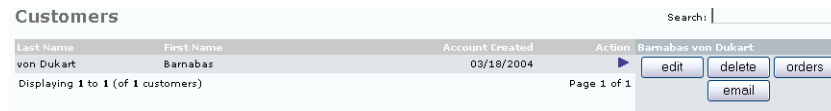
Date Added: 03/18/2004
Last Modified: 03/18/2004

Customers

Customers has the following features:

Customers Keep track of your customers

Orders Track your orders.



Last Name	First Name	Account Created	Action
von Dukart	Barnabas	03/18/2004	edit delete orders email

Search:

Displaying 1 to 1 (of 1 customers) Page 1 of 1

Reports

Reports has the following features:

Products Rate and track products.

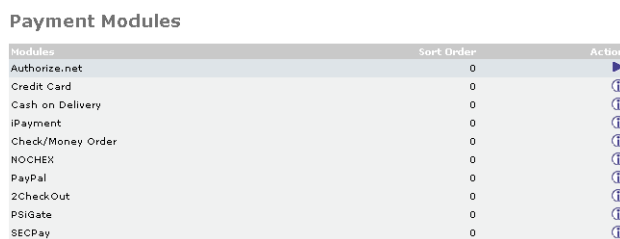
Orders Rate and track customer orders.

Modules

Modules has the following features:

Payment Determine what methods of payment you will accept credit card, check, Paypal, Pay Flow, World Pay, Gift Voucher, etc.

Shipping Determine and list shipping charges and arrangements.



Modules	Sort Order	Action
Authorize.net	0	▶
Credit Card	0	⬆
Cash on Delivery	0	⬆
iPayment	0	⬆
Check/Money Order	0	⬆
NOCHEX	0	⬆
PayPal	0	⬆
2CheckOut	0	⬆
PSiGate	0	⬆
SECPay	0	⬆

Locations/Taxes

Locations/Taxes has the following features:

Countries Displays a list of all the countries where people can order your product.

Tax Zones Keep track of local taxes wherever your product is sold.

Localization

Localization has the following features:

Currencies Display which currencies you will accept and determine the exchange rates.

Languages Determine which languages your site will be available in.

Tools

Tools has the following features:

Backup Backup and manage your database.

Banners Place banners on your website.

Files Manage all of your files.



Vouchers/Coupons

Vouchers/Coupons has the following features:

Coupon Administration Administer coupon value and application from here.

Gift Voucher Release Queue Redeem gift vouchers.

Mail Gift Voucher Template for emailing gift vouchers, either to or for, customers.

Gift Vouchers Sent Keep track of the gift vouchers you have sent.

Discount Coupons			Status : Active Coupons
Coupon Name	Coupon Amount	Coupon Code	Action
CrystalBargains	50.0000%	eca88c	
CrystalCoupons	Free Shipping	clr2y3s4t5a6l7890	
DateT	\$11.00	77103d	
JeanaCoupon	Free Shipping	JSCCoup	
Discount_Coupon	50.0000%	799737	

Displaying 1 to 5 (of 5 coupons)

Page 1 of 1

Other features that can be accessed include **OsCommerce's** support functions such as:

- Support Site
- Support Forum
- Mailing Lists
- Bug Reports
- FAQ
- Live Discussions
- CVS Repository
- Information Portal

Immediate tracking of your orders under the following categories:

- Pending
- Processing
- Delivered
- Updated

Immediate tracking of statistics concerning your site:

- Customers
- Products
- Reviews

Chapter 2: Installation of CartXpress

Installing CartXpress

Before you may use CartXpress, it must be installed on your domain. To install it, click on the **CartXpress** icon in your *Control Panel*.



Clicking on the CartXpress icon will display the following **Install osCommerce** page:

The screenshot shows a web page titled "Install osCommerce" with the CartXpress logo at the top. On the left side, there are links for "User's Guide" and "Reference Guide". The main content area contains a paragraph describing CartXpress as a fast, robust, feature-rich E-Commerce solution. Below this, there are three configuration questions: "Is SSL enabled on your site?" with radio buttons for "Yes" (selected) and "No" and a "Help" link; "Choose SSL Certificate Type" with radio buttons for "Domain" (selected) and "Server-Wide"; and "Access CartXpress by IP Address:" with radio buttons for "Yes" and "No" (selected) and a "Help" link. At the bottom, there is a grey button labeled "Install osCommerce".

There are three things you need to determine before you install CartXpress powered by osCommerce.

- **Is SSL enabled on your site?** SSL stands for *Secured Socket Layers*. This is the standard security technology for creating an encrypted link between a browser and a web server. It will ensure that all data remains private and integral
- **Choose SSL Certificate Type-** Your two choices are, *Domain-Wide*, and *Server-Wide*. Click the **radio button** next to your choice.
- **Access osCommerce by IP address-** The IP address should be used if your domain name does not resolve.

Once you have determined these three things, click **Install osCommerce**.

If you already have *AlaCart powered by osCommerce* installed and are upgrading to *CartXpress powered by osCommerce*, when you click the CartXpress logo in your Control Panel the following screen will be displayed.

This page will allow you to upgrade to CartXpress, by simply clicking an **Upgrade** button.

Chapter 3: Style Sheet Manager

Managing your Style Sheet

The CartXpress Powered By osCommerce Style Sheet Manager is where you coordinate the different fonts you wish to use for different areas of your site. To make any changes in the style sheet, simply enter the new information in the appropriate box, and scroll to the bottom of the page and click **Submit**.

.boxText

This section controls the style of the font in the side boxes. It will not affect any hyperlinks or box headings.

.checkoutBarCurrent

The style for the current step in the checkout progress bar at the bottom of the checkout page is set here; it controls the font-family, font-size, and color.

.checkoutBarFrom, .checkoutBarTo

This sets the style for the steps prior to, and after the current checkout steps in the checkout bar at the bottom of the checkout pages; it controls font-family, size and color of the checkout bar steps.

.errorBox

This controls the style of the error box, which is displayed when there is an error in the checkout process. It controls the font family, size, and weight; as well as the background color.

.infoBox

Background colors of the info boxes are specified in this section. These are all the side boxes and the new products box on the main page.

.infoBoxContents

The styles for the actual contents of the information boxes are specified here. The colors and styles can be changed, as well as the font family, size and background.

.infoboxNotice

This section allows you to set and change the background color of the information box notice.

.infoBoxNoticeContents

The background color, font family, and font size may be changed in this section.

.inputRequirements

The font family and size as well as the font color may be changed in this section.

.linkListing-Heading

This section allows you to edit the font family, size, and weight. It also allows you to change the background and color, as well as align the text.

.messageBox

The font family and font size in the message box may be changed in this section.

.messageStackError, .messageStackWarning

This section is where you may edit the font family and size and the background color for the Stack Error and Stack Warning sections.

.messageStackSuccess

Changes may be made to Stack Success font family and size in this section.

.moduleRowOver

This section allows you to control the mouse over color of rows in modules during the checkout process. You may edit both the cursors and the background color.

.moduleRowSelected

This section allows you to control the selection of colors of rows in the modules during the checkout process.

.orderEdit

In this section you control the style of the Edit text on the checkout confirmation page. You also change the font family, size, and color; as well as the text decoration.

.productListing-Heading

Changes to the product listing and headings may be made in this section. You may modify the color, background, and the font family, size, and weight.

.productsNotifications

This section controls the table style for product notifications on the checkout success process.

.stockWarning

The stock warning properties may be edited in this section. These properties include, text, and the font family, size and color.

A

This section controls the style of all hyperlinks, colors, borders, images, etc.

A.HeaderNavigation

This section controls the color of the links in the header navigation bar, including the breadcrumb and navigation links.

A.HeaderNavigation: hover

The hover colors of the links in the header navigation bar, include the breadcrumb and site navigation links, are controlled in this section.

A.pageResults

This section controls the **color** of the page results.

A.pageResults: hover

This section allows you to control the background and color of the page results.

A: hover

This element controls the hover style of all hyperlinks in **CartXpress Powered By osCommerce** (color, style, borders, image, etc.).

Body

This section allows you to control styles of the **CartXpress** body. You may change backgrounds, colors, images, margins, and the width of the catalog, as well as the main font, color and texts.

CheckBox, Input, Radio, Select Controls

This section controls the CheckBox, Input, Radio, and Select Controls for all **CartXpress Powered By osCommerce** settings. You may control background, color, size, and font.

SPAN.error test

The font family and color for the Span.error test are controlled in this section.

SPAN.greetUser

This section controls the style of the username in the greeting on the main page. The font family, size, weight, and color may be edited.

SPAN.markProductOutOfStock

This section is where you may control the font style (color, size, weight, and family) of the **"Out of Stock"** marker that shows up in the shopping cart display next to the out of stock product.

SPAN.newItemInCart

The **"New Item in Cart"** section is controlled here; this is for any new item put in the cart. The newest item in the cart will be highlighted.

SPAN.productSpecialPrice

This section controls the style of the **"special price"** text; it controls both the font family and color.

TABLE.formArea

This controls the style of tables in forms, such as the **"My Account"** form. This specifies background color, border, images etc.

TABLE.linkListing

The controls for the link listings are in this section. You may edit the border, border style, color and spacing.

TABLE.productListing

This section is where you control the borders of the product tables, including border style, color, spacing, and border size.

TD.accountCategory

You control the font family, size, and color of the account category portion of CartXpress in this section.

TD.fieldkey

This section allows you to edit the font family, size, and weight in various fields.

TD.fieldValue

This section is where you may change the font-family, size, and weight in field values on CartXpress Powered By osCommerce.

TD.footer

You may edit the styles of the footer bar at the bottom of the page from this section. It controls the font family, size, weight and color.

TD.formAreaTitle

This section controls the styles of form title text on the user account pages. You may control the font family, size, and weight.

TD.headerError

You may edit the style of the header error messages (default is set to red at the top of the cart) from this section. You may also edit the background, font family, size, and weight, background, text alignment, and color of the header error.

TD.headerInfo

This section allows you to control header info messages (the default is green at the top of the cart). You may edit color, background, text alignment, and font family, size, and weight.

TD.headerNavigation

The style of the header navigation text and background may be changed from this section. You may edit the background, color, and font family, size, and weight.

TD.infoBox, SPAN.infoBox

This section allows you to edit the font family and size for the TD and SPAN information boxes.

TD.InfoBoxHeading

This controls the style of all the headings in the side boxes and new products box. You may change the color, background image, and font family, size and weight.

TD.linklisting-data

This section allows you to edit the bottom and right borders, the font family and size, and the padding.

TD.Main, P.Main

This section controls the style of the main text areas in OSCommerce, the default page, product text and info pages. You may edit the font family and size, and the line height.

TD.pageHeading, DIV.pageHeading

This section controls the style of every page heading. You may edit the font family, size, weight, and color.

TD.productListing-data

This section controls the style of product listing data on the product listing pages. You may edit the font family and size.

TD.smallText, SPAN.smallText, P.smallText

This controls the styles of small text. This is the text found in the copyright notice, category links, product names and prices etc. You may edit the font family and size.

TD.subBar

This section allows you to edit the font family and size in the sub-bar portion of **CartXpress Powered By osCommerce**.

TD.tableHeading

This section controls the style of the headings in the shopping cart. You may edit the font family, size, and width.

Text Area

This section controls the style of the product display area, but not the actual text (text is controlled in the Body section). This section also controls the background of the larger text input fields. You may edit the font family, size, and width.

TR Section

The final section allows you to control the following TR sections:

- TR.addressBook-even
- TR.accountHistory-even
- TR.alsoPurchased-even
- TR.addressBook-odd
- TR.accountHistory-odd
- TR.alsoPurchased-odd
- TR.footer
- TR.headerError
- TR.headerInfo
- TR.HeaderNavigation

- TR.linkListing-even
- TR.subBar

Chapter 4: Configuration

Overview

The Configuration section of **CartXpress Powered By osCommerce** is where you will set up and monitor your online store. You have access to many processes in this section, including:

- My Store
- Minimum Values
- Maximum Values
- Images
- Customer Details
- Shipping/Packaging
- Product Listing
- Stock
- Logging
- Cache
- Email Options
- Downloads
- Gzip Compression
- Sessions

My Store

The **My Store** section allows you to determine and keep track of what will happen in your store. For instance, this is where you enter the **Store Name** and **Store Owner**; as well as the main **Email Address**, **Store Address** and **Phone**. You will also be able to determine and keep track of assorted functions such as the **Expected Sort Order**, the **Default Language Currency**, the **Default Search Operator**, and whether or not to show **Category Counts**, as well as other functions. Each of the sections in the Configuration module may be **edited**. Editing is done by clicking on the edit field in this section, and filling in your changes in the drop-down box that appears.

My Store		
Title	Value	Action
Store Name	Weiner Dog Stuff	▶
Store Owner	Melissa Nelson	ⓘ
E-Mail Address	melissa@wdogstuff.com	ⓘ
E-Mail From	WeinerDogStuff <root@localhost>	ⓘ
Country	United States	ⓘ
Zone	Maryland	ⓘ
Expected Sort Order	desc	ⓘ
Expected Sort Field	products_name	ⓘ
Switch To Default Language	true	ⓘ
Currency		ⓘ
Send Extra Order Emails To	mizsy@wdogstuff.com	ⓘ
Use Search-Engine Safe URLs (still in development)	true	ⓘ
Display Cart After Adding Product	true	ⓘ

Minimum Values

In this section you may list and determine the minimum values that may be given to such fields as **First Name**, **Last Name**, **Date of Birth**, **Email Address**, **Telephone Number**, **Password**, **Credit Card Number**, etc.

Maximum Values

This section is where you may enter and determine the maximum values that may be given to such fields as **Address Book Entries**, **Search Results**, **Special Products**, **Manufacturers List**, **News Reviews**, **Best Sellers**, **Order History**, etc.

Images

This is where you may determine and change the size and features of your images. You may upload, customize, and generate thumbnail images.

Customer Details

The Customer Details section allows you to track statistics about your customers such as **Gender**, **Date of Birth**, **Company**, **Suburb**, and **State**.

Shipping/Packaging

This is where you will keep track of, and edit **countries of origin**, **postal codes**, **maximum package weights**, **package tare weights**, and the **percentage of increase** for larger packages.

Product Listing

The Product Listing section allows you to display and edit **product images**, **product manufacturer names**, **product models**, **weights**, **manufacturer filters**, etc.

Stock

This section determines how **stock levels** are displayed and adjusted. You can **subtract stock levels**, allow **checkouts**, mark a product as "**out-of-stock**", and determine the **re-order** level.

Logging

Logging allows you to log your store page **parse time**, **destination**, and **date format**, display the page parse time, and store database queries.

Cache

This section is where you may determine whether you will use the **cache function** and create a **cache directory**.

Email Options

Email Options lets you determine your email **transport method**, **email linefeeds**, use **MIME HTML** when sending emails, **verify email addresses**, and **send** emails.

Download

This section allows you to enable **downloads**, **download by redirects**, **expiry delay by days**, and determine the **maximum** amount of downloads.

GZip Compression

If you wish to compress any files into GZip drives you may do so from this section.

Sessions

This is where you can set up **session directories**, **force cookie use**, **check SSL session ID's**, **check user agents**, **check IP addresses**, **prevent spider sessions**, and **recreate sessions**.

Chapter 5: Catalog Administration

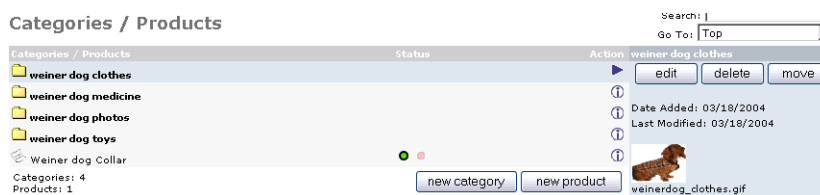
Administration of your Catalog

The **Catalog** section of **CartXpress Powered By osCommerce** is where you will set up and monitor the day-to-day functions of your online catalog. You will monitor the following functions from this section:

- Categories/Products
- Products Attributes
- Manufacturers
- Reviews
- Specials
- Products Expected

Categories/Products

Categories/Products allows you to determine what categories you would like to place your products under for selling and inventory purposes. There are also buttons for adding a **new category** and adding a **new product**. You may also keep track of features you offer your customers such as free gifts with orders, free shipping, quantity price breaks, and gift vouchers as categories in this section. Categories may be edited, deleted, and moved by clicking on the **edit**, **delete**, and **move** buttons.












Products Attributes

This section allows you determine various attributes for your products. Under the **Product Options** portion you may **edit** or **delete** product **color**, **size**, **model**, or **versions**. You may also insert **language preferences**. The **Option Values** portion is where you may **edit** or **delete** the various options you make available for your products. You may also set **language preferences**. The **Products Attributes** section is where you **edit** and **delete** various attributes of your products; when you click edit an **update** button appears, and you may update the **product name**, **option name**, **option value**, **value price**, and **prefix** of your products. You may also **sort the order** of the attributes that are listed. You may sort the order of attributes by *Price*, *Prefix*, and *Sort Order*.

Manufacturers

This section lets you **edit** or **delete** various manufacturers of your products.

Manufacturers		Action
Canon		 
Fox		 
Microsoft		 
Sierra		 
Warner		

Reviews

This section allows customers to rate and give feedback about your products.

Weiner dog Collar \$0.00
[wsm-098]

by **Roxanne the Doxanne Malone** Date Added: Friday 26 March, 2004

I love this collar...but for crying out loud dont you think you could sell something else..like FOOD..

Rating: **★★★★** [5 of 5 Stars!]



This is a wonderful weiner dog collar...but like dont you think you might to sell something else sometime???

Displaying 1 to 1 (of 1 reviews) Result Pages: 1

Customers may leave testimonials about your products as well as reviews.

Specials

This section allows you to **add**, **delete**, and **edit** products that you wish to offer in **specials** in your online store.

Products Expected

This section allows you to keep track of any products you expect to add to your inventory in the future.

Chapter 6: Customers

Dealing with your Customers

The **Customers** section of **CartXpress Powered By osCommerce** is where you keep your customers' account records. There are sections for both **Customer** records and **Order** records.

The **Customers** module has fields that allow you to store relevant information on your customers, such as **Last Name**, **First Name**, and the **account creation date**.

Edit a customer's record by clicking on the **edit** button. You will be able to change information about the customer such as address, phone number, options, etc. Once the changes are made, click the **update** button to keep the information current.

The screenshot shows the 'Customers' module interface. At the top right, there is a search box. Below it is a table with columns: Last Name, First Name, Account Created, Action, and a detailed view for 'Roxanne Malone'. The table lists six customers. The 'Action' column contains icons for edit, delete, and orders. The detailed view for 'Roxanne Malone' shows 'Account Created: 03/16/2004', 'Last Modified: 03/30/2004', and 'Last Logon: 03/18/2004'. Below the table, it says 'Displaying 1 to 6 (of 6 customers)' and 'Page 1 of 1'. On the right side of the detailed view, there are statistics: 'Number of Logons: 2', 'Country: Canada', and 'Number of Reviews: 0'.

Last Name	First Name	Account Created	Action	Roxanne Malone
Chaffin	Jeana	03/01/2004	edit delete orders	
Doshi	Ashish	02/26/2004		
kesharani	mahendra	02/25/2004	email	
Kumar	Dinesh	02/19/2004		Account Created: 03/16/2004
Malone	Roxanne	03/16/2004		Last Modified: 03/30/2004
Reid	Crystal	03/17/2004		Last Logon: 03/18/2004

Displaying 1 to 6 (of 6 customers) Page 1 of 1

Number of Logons: 2
Country: Canada
Number of Reviews: 0

You may also email customers about their orders and accounts with the email template that is provided in this section.

You may delete customers from your records by clicking **delete**.

Orders

You may keep track of an individual customer's orders or all orders to your online store from this section. To track an **individual** customer's order, click on their **name** and then click the **order** button.

The screenshot shows the 'Orders' module interface. At the top right, there is a search box for 'Order ID:' and a dropdown menu for 'Status: All Orders'. Below it is a table with columns: Customers, Order Total, Date Purchased, Status, and Action. The table lists one order. The 'Action' column contains icons for edit, delete, invoice, and packing slip. The detailed view for the order shows 'Date Created: 03/16/2004', 'Last Modified: 03/16/2004', and 'Payment Method: Check/Money Order'.

Customers	Order Total	Date Purchased	Status	Action
ss ss	\$13.00	03/16/2004 09:59:42	Processing	edit delete invoice packing slip

Displaying 1 to 1 (of 1 orders) Page 1 of 1

Date Created: 03/16/2004
Last Modified: 03/16/2004
Payment Method: Check/Money Order

Click the **invoice** button to see a detailed listing of each order, including **sold to**, **ship to**, **payment method**, **product name** and **price information**.

Click the **edit** button to make changes to the following information **date**, **customer notification**, **status of shipment**, **comments** about the order, **shipping method**, and a **tracking number**.

Click the **packing slip** button for a packing slip to send with any orders you are shipping out.

SOLD TO: ss ss ss ssee ss eeeeee, 111111 ss, Iceland 114 r@m.com	SHIP TO:				
Payment Method: Check/Money Order					
<table><thead><tr><th>Products</th><th>Model</th></tr></thead><tbody><tr><td>1 x Installer 1.0 - Download: Download: Windows - English</td><td>DW-01</td></tr></tbody></table>		Products	Model	1 x Installer 1.0 - Download: Download: Windows - English	DW-01
Products	Model				
1 x Installer 1.0 - Download: Download: Windows - English	DW-01				

Clicking on **orders** on the sidebar will also open up a list of all orders placed to your online store. You may **edit**, **delete**, **create invoices** and **packing slips** for any of the orders on this list.

Customers may also track shipments from your site through *UPS*, *USPS*, and *FedEx*, by entering in their **account number** and a **tracking number** in the *My Account* section of your website.

Chapter 7: Reports

Managing your Reports

The **Reports** section of **CartXpress Powered By osCommerce** allows you to both keep track of, and develop detailed reports on, products and the customers that purchase them. It is a simple way to keep track of your market. It contains fields for reports on the following:

- Products Viewed
- Products Purchased
- Customer Orders-Total
- Low Stock Report

Products Viewed

This section is where you keep track of what products have been viewed, in what language they have been viewed, and how many times they have been viewed.

Best Viewed Products

No.	Products	Viewed
01.	Weiner dog Collar (English)	4
02.	(Deutsch)	0
03.	(Español)	0

Displaying 1 to 3 (of 3 products) Page 1 of 1

Products Purchased

This section allows you to keep track of what products were purchased, as well as enter in the quantity of the products purchased.

Customer Orders- Total

This section lets you display what was purchased in each order, and the quantities in which they were purchased.

Low Stock Report

This section shows products that are low in stock. When the quantity of a product falls below the *Stock Re-Order Level*, that product will appear in the *Low Stock Report*. This report enables the Administrator to know when to purchase additional products.

Note: *Each time a user purchases a product resulting in that product's quantity either becoming equal to, or less than, the Stock Re-order level, the Administrator will automatically be notified by email.*

Chapter 8: Vouchers/Coupons

Adding Vouchers and Coupons

The **Vouchers/Coupons** section of **CartXpress Powered By osCommerce** is where you manage the coupons and gift vouchers you choose to offer in your online store.

Coupon Administration

This is where you administer the coupons you wish to offer your customers. You may create records based on the status of a particular coupon (**active**, **inactive**, or **all coupons**). You may also create fields for the **coupon name**, **coupon amount**, and add a **coupon code**.

Discount Coupons			Status : Active Coupons
Coupon Name	Coupon Amount	Coupon Code	Action
CrystalBargains	50.0000%	eca88c	
CrystalCoupons	Free Shipping	c1r2y3s4t5a6l7890	
DateT	\$11.00	77103d	
JeanaCoupon	Free Shipping	JSCCoup	
Discount_Coupon	50.0000%	799737	

Displaying 1 to 5 (of 5 coupons) Page 1 of 1

By clicking on **insert** or **edit**, the following fields can be edited for each coupon.

Coupon name A short name you give the coupon.

Coupon description A description you give the customer of the coupon.

Coupon amount The value of the discount for the coupon, either fixed or add a percentage point on the end for a percentage discount.

Coupon minimum order The minimum order value before the coupon is valid.

Free shipping The coupon gives free shipping on an order. **Note.** *This overrides the coupon_amount figure, but respects the minimum order value.*

Coupon code You may enter your own code here, or one will be generated for you.

Uses per coupon The maximum number of times the coupon can be used, leave blank if you want no limit.

Uses per customer Number of times a user may use the coupon. Leave blank for no limit.

Valid product list A comma separated list of the product_ids that this coupon can be used with. Leave blank for no restrictions.

Valid categories list A comma separated list of the paths that this coupon can be used with. Leave blank for no restrictions.

Start date The date the coupon will be valid from.

End date The date the coupon expires.

You may also create records for the coupons by clicking on the **records** button. You may email coupons by clicking on the **email** button.

Gift Voucher Release Queue

This queue is where you track of the gift vouchers that have been purchased. They must be released from this queue before the customer may use them.

Customer The customer's name or account number; something you use to identify the customer.

Order number The number that identifies the gift voucher.

Voucher value The amount of money or merchandise that the voucher may be redeemed for.

Date purchased The date the voucher was purchased.

Action The voucher was either released from the queue and redeemed, or just released from the queue.

To release the voucher so the customer may use it, click **redeem**. If the customer is using it now and you wish to clear it as used, click **redeem**.

Customers	Order-No.	Voucher-Value	Date Purchased	Action
There are no records present.				

Displaying 0 to 0 (of 0 gift vouchers)

Page 0 of 0

help

redeem

Mail Gift Voucher

This section allows you to email customers their gift vouchers. To do so, fill out the email template provided.

Customer A drop-down box in this section allows you to determine who to send your emails to. Choose from **all customers**, **all newsletter customers**, and select customers (a particular customer with a particular email address).

Email Use for sending single emails, otherwise use the drop-down box next to the customers field.

From Your store's email address.

Subject The title of the gift voucher, or what the gift voucher is to be used for.

Amount The amount of the voucher.

Message A message you wish to send along with the gift voucher. A chance to make the voucher more personalized.

Gift Vouchers Sent

This section is where you keep track of the vouchers that have been sent to people for use at your online store.

Senders name The name of the person who has sent the gift voucher.

Voucher value The amount that the voucher was purchased for.

Voucher code The code for a particular gift voucher.

Date sent The date on which the gift voucher was sent.

Gift Voucher's Sent

Senders Name	Voucher Value	Voucher Code	Date Sent	Action
Admin	\$20.00	6816d6	01/30/2004	
Admin	\$50.00	c7ee24	02/03/2004	
Admin	\$200.00	a6afd3	02/05/2004	
Dinesh kumar	\$35.00	b0a56cc752	02/06/2004	
Admin	\$12.00	62601fb4a8	02/09/2004	
Admin	\$0.00	b86590	02/09/2004	
Admin	\$25.00	acc230	02/09/2004	
Jeana Chaffin	\$25.00	d131587600	02/10/2004	
Admin	\$12.00	da2ab63701	02/10/2004	
Admin	\$12.00	59ee890262	02/11/2004	
Admin	\$12.00	59ee890262	02/11/2004	

Chapter 9: Localization

Making your Store a “local” store

The **Localization** section of **CartXpress Powered By osCommerce** is where you may customize your online store to make it more adaptable to the localities in which you are doing business. There are sections for the following:

- Currencies
- Languages
- Order Status

Currencies

The currency section allows you to choose which currencies you will accept at your online store. You will track the currencies by the following fields.

Currency Type of currency, i.e., euro, US dollar, Canadian dollar, etc. ISO Code The three letter ISO currency code, for example USD= US dollar. There are numerous sites on the Internet that list complete ISO currency codes.

Value The current exchange rate for the currencies listed. These may be updated by **oanda** (*oanda.com- an advanced and comprehensive provider of foreign currency exchange*) by clicking the update currencies button.

New currencies Add new currencies.

You may delete any currencies by clicking the **edit** and **delete** buttons.

The exchange rate for US Dollar (USD) was updated successfully via oanda.
The exchange rate for Euro (EUR) was updated successfully via oanda.
The exchange rate for Canadian dollar (CAD) was updated successfully via oanda.

osCommerce

Administration | Support Site | Online Catalog | Administration

Currencies

Currency	Code	Value	Action
Canadian dollar	CAD	1.30970001	edit delete
Euro	EUR	0.82359999	
US Dollar (default)	USD	1.00000000	

Displaying 1 to 3 (of 3 currencies)

Page 1 of 1

[update currencies](#) [new currency](#)

Canadian dollar

Title: Canadian dollar
Code: CAD
Symbol Left:
Symbol Right:
Decimal Point:
Thousands Point:
Decimal Places:
Last Updated: 03/30/2004
Value: 1.30970001
Example Output:
\$30.00 = 39

Languages

The Languages section is where you may set up your store in various languages. This section consists of the following fields:

Name of language English, German, French, etc.

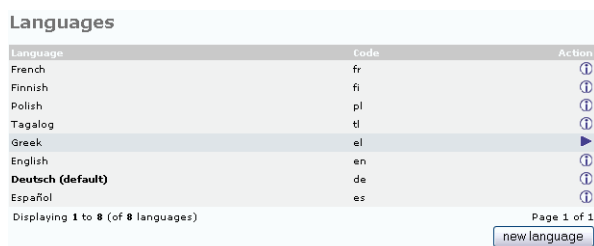
Language code ISO two letter language code. Lists of these codes can be found at various sites on the Internet.

Edit Change or add available languages.

Delete Delete a particular language

Details Details on files for a particular language.

New language Add a new language, ISO language code, image, directory and sort order.



Language	Code	Action
French	fr	ⓘ
Finnish	fi	ⓘ
Polish	pl	ⓘ
Tagalog	tl	ⓘ
Greek	el	▶
English	en	ⓘ
Deutsch (default)	de	ⓘ
Español	es	ⓘ

Displaying 1 to 8 (of 8 languages)

Page 1 of 1

Orders Status

This section allows you to edit the meanings of statuses assigned to orders. There are fields for the following statuses.

Pending The order has been placed, and is waiting to be processed.

Processing The order has been processed, but has not been delivered

Delivered The order has been delivered to your customer.

Updated The order has either been changed, or it was delayed and you are monitoring for your customer.

Chapter 10: Modules

Using the Modules

The **Modules** section of **CartXpress Powered By osCommerce** contains modules to assist you with various aspects of running your online store. These aspects include:

- Payment
- Shipping
- Order Total
- Connectors

Payment

The **Payment Module** allows you to install different payment options such as **Authorize.net, Credit Cards, Cash on Delivery, The WebMakers Corner (Free Charge Card), iPayment, Check/Money Order, NOCHEX, Pay Flow Pro, PayPal, 2Checkout, PsiGate, SECPay and WorldPay Payment Processor**. By clicking on the name of each form of payment, you may edit the information relevant to it.

Payment Modules

Modules	Sort Order	Action
Authorize.net		
Credit Card		
Cash on Delivery		
The WebMakers Corner FREE CHARGE CARD	0	
iPayment		
Check/Money Order	0	
NOCHEX		
PayPal		
2CheckOut		
PSiGate		
SECPay		

Shipping

The **Shipping** module allows you to determine shipping arrangements such as **flat rates**, a **per item** rate, a **free shipping** rate, rates through **United Parcel Service, United States Postal Service**, and **Zone** rates. To **install** any of these services, click on the **(i)** Button. This will bring up an install button, as well as provide you with any relevant information about installing the service.

Order Total

The **Order Module** will let you install and edit your order total information such as **low order fee, discount coupons, gift vouchers, shipping, sub-total, tax**, and the **total** of each order. By clicking on the **remove** and **edit** buttons, you can remove or change each of the categories. By clicking on the **(i)** button, you may view relevant information on each category.

Connectors

The **Connector** module allows you to display products other vendors are selling on other websites. CartXpress contains direct connectors to both **eBay** and **Amazon.com**. By clicking on the **(i)** button, you may view relevant information on each category.

Chapter 11: Location/Taxes

Determining Location and Taxes

The **Location/ Taxes** section of **CartXpress Powered By osCommerce** allows you to keep track of tax rates for the various locations from which people place orders for products from your online store.

Countries

A list of countries where the orders may be placed from; this list may be edited by adding or deleting countries. This is done with the **new country** button, and the **add** or **delete** buttons.

Country	ISO Codes		Action
Afghanistan	AF	AFG	▶
Albania	AL	ALB	⌵
Algeria	DZ	DZA	⌵
American Samoa	AS	ASM	⌵
Andorra	AD	AND	⌵
Angola	AO	AGO	⌵
Anguilla	AI	AIA	⌵
Antarctica	AQ	ATA	⌵
Antigua and Barbuda	AG	ATG	⌵
Argentina	AR	ARG	⌵
Armenia	AM	ARM	⌵
Aruba	AW	ABW	⌵

Zones

This is where you keep track of the various zones countries are located in. This is done by **ISO** (International Organization for Standardization) codes.

Tax Zones

This is where you keep track of tax zones for various order destinations. This is done by entering the **zone name** and **description**.

Tax Classes

Tax classes for your products may be established by adding a **title** and **description** of the class. For example: taxable good, non-taxable good.

Tax Rates

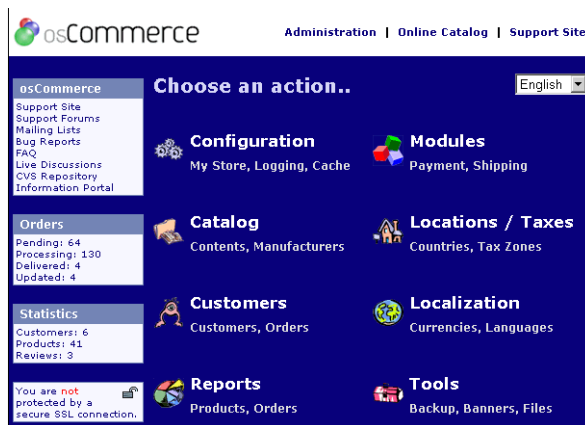
This is where you keep track of tax rates for different delivery zones.

Chapter 12: Catalog

Setting up the Catalog

CartXpress Powered By OsCommerce is an **online shop e-commerce** solution. It features **"out-of-the-box"** installations that allow storeowners to set up and maintain online stores, with very little effort. Being powered by osCommerce provides CartXpress users with an **open** e-commerce platform by combining the best in **open-source** solutions.

CartXpress Powered by osCommerce **catalog** provides you with a full catalog shopping experience from the comfort of your computer screen, allowing you to choose products, and pay for them all in one setting.



To access the Online Catalog from the administration section, click on **Online Catalog** in the top right hand corner. The following page should be displayed asking you if you would like to **log yourself in** (if you are an existing user) or **create a new account** (if you are a new user).

Welcome to Weiner Dog Stuff



Welcome **Guest!** Would you like to [log yourself in](#)? Or would you prefer to [create an account](#)?

Welcome to Weiner Dog stuff, this is a demonstrational site and none of the products on here can actually be purchased, but take a look around, hopefully if I do this right there may be some weiner dog pictures.

You will then be directed to either sign in as a new customer or as a returning customer.

If you are a new customer, you will be directed to fill out information on yourself and your company, once this has been filled out, click **continue**. You will be directed to a confirmation page, which will tell you that you should receive a welcome email. Click **continue** again, and be directed to the page in the screen shot below:

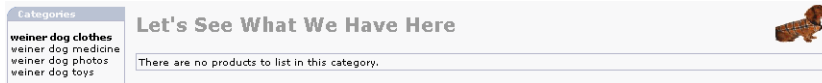


From this page, you will be asked if you would like to see what is new since the last time you visited. You may begin shopping the catalog at any time. A typical catalog page will have a number of the following on it:

- Categories
- Manufacturers
- What's new?
- Quick Find
- Information
- Testimonials
- Shopping Cart
- Reviews
- Languages
- Currencies
- Dates
- Add to Cart
- Notifications
- Best Sellers
- Specials
- Manufacturer Information
- Log Off
- My Account
- Cart Contents
- Checkout

Categories

To view a particular category, click on it under the categories heading, and a page will appear with information on what is available for sale in that category.



Manufacturers

Clicking on **Manufacturers** will open a box listing the available manufacturers. When you click on a particular manufacturer, Hewlett Packard, for example, a page will be displayed showing the products they have available on the catalog.

What's new?

Clicking on the **What's new?** Section will display a page with information on the newest product in the catalog.

Quick Find

The **Quick Find** button allows you to type in a keyword, to do an advanced search for a product in the catalog.

Information

Clicking on **Information** will provide you with information on *Shipping and Returns*, a *Privacy Notice*, the *Conditions of Use*, the *VAT (Value Added Tax)*, *Links*, and a *Contact Us* page.

What is Value Added Tax (VAT)?



Value Added Tax is a tax that is required to be paid by consumers that live within the European Union(EU.) Since Weiner Dog Stuff is based in the United States, the VAT applied to our goods is 17.5%. If you DO NOT live in a European Union member country you DO NOT have to pay VAT.

The simplest way to be sure that you are viewing the price that would apply to you is to create a member account. Once you create an account with your correct address information, all you have to do is log into your account when you visit the store and you will automatically be shown a price inclusive or exclusive of VAT, depending on your country of origin.

Testimonials

Click on **Testimonials** to read testimonials from clients, customers, and manufacturers about the products that are for sale in the catalog.

Shopping Cart

Clicking on the **Shopping Cart** box will display your shopping cart, and allow you to view and edit what you have purchased.



Reviews

This section allows your customers to rate the products that they have purchased through your online catalog. Clicking on the **Reviews** box will display the following page. You may read others reviews or click on **Write Review**. Once you have written your review, click **Continue** and your review will be posted in the Reviews section of the catalog.



Languages

Clicking on the **Language** box allows information in the catalog to be presented in another language.

Currencies

The **currencies** box allows you to display what currency you will accept payment in for products purchased from your site.

Dates

This box will let you keep track of the number of requests for orders that are made during a particular time frame.

Add to Cart

Clicking on **Add to Cart** will add merchandise to your **shopping cart**.



Notifications

Notifications allows your customers to request to be notified about any updates and changes in products.

Best Sellers

This section contains a list of the top five to ten *Best Selling* items in the online catalog.

Specials

The **Specials** box allows you to tell your customers about any specials you may be running on your products. Clicking on the **Specials** box will display a page that describes the special in more detail.

Get Them While They're Hot!

Displaying 1 to 4 (of 4 specials)



Manufacturer Information

Clicking on **Manufacturer Information** links you to a manufacturers home page.

The top corner has a series of links including, **Log off**, **My Account**, **Cart Contents**, and **Checkout**.

My Account

My Account Information includes:

My Account

- view or change account information
- view or change entries in the address book
- change account password

My Orders

- view orders that have been placed

Email Notifications

- subscribe or unsubscribe from newsletters
- view or change product lists

Cart Contents

Displays the contents in your shopping cart.



Checkout

When you have finished placing your order, click on the **Checkout** button to arrange shipping and payment.

Shipping

Determine how you want your products shipped.

Payment

Determine the payment method for your products.

Log off

Once you have finished your transactions in the catalog, you will log off.

Chapter 13: Glossary

Banners Advertising on websites

Bcmath Arbitrary Precision Mathematics Function

Bug A flaw in design, coding, or manufacture of software, which causes all or some portion, of a program to not perform as expected.

Cache A fast storage buffer

CAD ISO code for the Canadian dollar

Cookie A text only string that is entered into the memory of your browser

CSV (Comma Separated Values) Data format in which each piece of data is separated by a comma.

Ctype (Contact Type Tracking System) Programmatic implementation of tracking file content by extension.

Curl A command line tool for transferring files with URL syntax, supporting FTP, FTPS, HTTP, HTTPS, GOPHER, TELNET, DICT, FILE and LDAP.

Data format The structure of data. There are hundreds of formats, and every application has many different variations.

Database back-up Process of storing your data. The process of "backing up" or the media you chose to store your backed up files organized collection of information, characterized by the use of data fields.

DbBA Database Administration

Default Search Operator The default search engine

DNS Domain Name Registration

EUR ISO code for the Euro.

EXIF (Exchangeable Image File Format) A standard for storing interchange information in image files.

FTP (File Transfer Protocol) A method for transferring computer data files over the Internet.

Gd A domain expression for Grenada.

Gift Voucher A written authorization or certificate exchangeable for cash or merchandise, generally merchandise or a credit against an account.

Gmp A free library for arbitrary precision arithmetic, operating on signed integers, rational numbers, and floating point numbers. There is no practical limit to the precision except the ones implied by the available memory in the machine GMP runs on

Gzip (GNU zip) A compression utility designed to be a replacement for compress.

HTTPS connection (HyperText Transport Protocol Secure) The protocol for accessing a secure Web server. Using HTTPS in the URL instead of HTTP directs the message to a secure port number rather than the default Web port number

IMAP (Internet Message Access Protocol) It is a method of accessing electronic mail or bulletin board messages that are kept on a (possibly shared) mail server.

Invoice A detailed list of goods shipped or services rendered, with an accounting of all cost involved.

Ipayment Providers of credit and debit card-based payment processing services to small merchants. The merchants they serve have traditionally been underserved by larger payment processors due to the difficulty in identifying, servicing and managing the risks associated with these merchants.

IP Address (Internet Protocol address) The address of a computer attached to an IP network (TCP/IP network).

ISO Code International Organization for Standardization code for a country

Mcrypt A replacement for the old crypt () package and crypt (1) command, with extensions. It allows developers to use a wide range of encryption functions, without making drastic changes to their code.

MIME Multipurpose Internet Mail Extensions.

Module A standardized, and often interchangeable, component of a system.

NOCHEX An email payment system that enables its users to send and receive money quickly, easily and securely over the Internet in a secure environment. Anyone with a UK debit card may send money to anyone who has an email address.

Non-Unix Any operating system that isn't Unix.

Parse To analyze or break down into more easily processed components.

PayFlow Pro Payflow Pro is a scalable, completely customizable payment processing solution

PayPal Makes sending money over the Internet easy. Members can instantly and securely send money to anyone who has an email address.

Pcre PCRE library is a set of functions that implement regular expression pattern matching using syntax and semantics similar to those of Perl.

PHP A free, open-source, server-side scripting language. PHP code can be embedded in HTML. PHP files usually have extensions like .php or .php3.

Portal Web "supersite" that provides a variety of services that can include Web searching, news, white and yellow pages directories, free e-mail, discussion groups, online shopping and links to other sites. Web portals are the Web equivalent of the original online services such as CompuServe and AOL.

Posix (Portable Operating System Interface for UNIX) A standard that defines the language interface between application programs and the Unix operating system. Adherence to the standard ensures compatibility when programs are moved from one Unix computer to another. POSIX is primarily composed of features from Unix System V and BSD Unix.

PsiGate The physical sciences information gateway of the UK Resource Discovery Network (RDN). PSigate provides access to high-quality Internet resources in the following subject areas: astronomy, chemistry, earth sciences, materials science, physics and the history and policy of science

PureSQL PureSQL lets you write and run ad-hoc SQL queries against a MicrosoftSQL Server.

Queue A sequence of stored data or programs awaiting processing.

Recursively A function defined in terms of itself.

SECPay A secure, online, real-time payment service provider, supporting all major credit and debit cards with the (major) UK acquiring banks for Visa, Mastercard, Switch, Solo, Delta, JCB, American Express and Diner's Club.

SSL Session ID (Secure Sockets Layer) Protocol developed by Netscape to provide encryption for commercial transactions data, such as credit card numbers, that should be protected while traveling over the Internet. SSL uses https protocol. Before using SSL in commerce, you will need to get a certificate from a Certificate Authority.

SMTP (Simple Mail Transfer Protocol) The protocol used for routing email across the Internet.

Sockets In UNIX and some other operating systems, a software object that connects an application to a network protocol.

Sort field A field or fields in a record that dictate the sequence of the file.

Sort order This tool sorts the values in a workspace. The order of these values determines the order in which the category list is displayed when a user categorizes a document.

Spider Sessions An automated software that retrieves webpages and follows the hyperlinks contained in them. Used to generate indexes used by search engines.

SSI (Server-Side Includes) Instructs the server to include dynamic information in a Web page before it is sent to a client. This dynamic information could be the current date, an opinion poll, etc. Many hosts require that SSI pages have .shtml extension to reduce the load on servers by not having to parse non-SSI pages.

TCP/IP (Transmission Control Protocol/Internet Protocol) This protocol suite is the de facto standard for the today's Internet. TCP is a higher-level protocol that runs on top of the IP protocol.

Transaction key A gateway-generated, random alphanumeric string that is one of the inputs to the fingerprint-generating function. The transaction key is a unique value that is exchanged between the gateway and the merchant.

USD ISO code for the United States Dollar

Value The content of a field or variable. It can refer to alphabetic, as well as numeric data.

VAT (Value Added Tax) A tax required to be paid by customers that live in the European Union. It is similar to the American sales tax.

WorldPay A world-wide payment processor, that also has security options for e-commerce storefronts.

Wddx (Web Distributed Data Exchange) An XML-based technology that facilitates complex-data exchange between Web programming languages.

XML (Extensible Markup Language) A meta-language abbreviated version of SGML, used to specify other document types used on the Web. Accepted as a format in 1998 to replace dependence on HTML extensions. MSIE 5.5 and Netscape 6 both support XML

XSLT (Extensible Style Language Transformation) The language used in XSL style sheets to transform XML documents into other XML documents.

Zlib Designed to be a free, general-purpose, legally unencumbered -- that is, not covered by any patents -- lossless data-compression library for use on virtually any computer hardware and operating system.