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\*Name: Dustin Ledbetter \*

\*Date: 10-16-2018 \*

\*Pageflex Extension: AvalaraTaxExtension \*

\*Purpose: A guide to walk a user through the installation of the AvalaraTaxExtension \*

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Deployment Instructions

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-Notes before we begin: -

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1. The Storefront you are installing to should have "Price table and Shopping Cart show prices including tax" turned off. This can be found here:

1. Login to the Admin portal of the storefront

2. Under the 'Administration' section click 'Site Options'

3. Inside of this section click on the 'Shopping Cart' tab

4. Ensure "Price table and Shopping Cart show prices including tax" is turned off

\*(If not, it will override our tax calculation and try to use nonexistent tax tables)\*

1. Products on the store should require a shipping step for this tax to be calculated

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-Installation Part 1- [Find the extension on an already existing site or from repository]

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This extension should be installed on several sites already where you can find it and just copy and paste it to the desired site you need it on.

A few sites to look for it are: ' FILL IN ' on dev (FILL IN), ' FILL IN ' on dev (FILL IN), and ' FILL IN ' on live (FILL IN).

The link to the repository version: (FILL IN).

Where to look on the existing site Interface:

1. Find the deployment of the site (D:\\Pageflex\\Deployments\\website)

2. Traverse to the bin folder of the site chosen. (\website\WebPages\bin)

3. Find the folder named "AvalaraTaxExtension"

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-Installation Part 2- [install the extension to a NEW Pageflex deployment]

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1. Copy the folder to the new deployment's bin folder. (\NewStorefront\WebPages\bin)

2. Create a folder named 'Logs' in the new deployment. (\NewStorefront\)

\*(If there is not a Logs folder then the extension will not work)\*

\*(For steps 3 and 4)\*

-- You can find the dll’s needed in the copied extension folder or the repository

-- If a dll already exists in the directory don't replace with a new version

3. Copy the following dll's into the deployment's 'Webpages\bin\Extensions' directory

1. [Avalara.AvaTax.RestClient.net45.dll]

2. [Avalara.AvaTax.RestClient.net45.pdb]

**3.** [Avalara.AvaTax.RestClient.net45.xml]

4. [Newtonsoft.Json.dll]

5. [Newtonsoft.Json.xml]

4. Copy the following dll's into the deployment's 'Webpages\bin' directory

1. [Newtonsoft.Json.dll]

2. [Newtonsoft.Json.xml]

\*(If the extension is already in the list of existing extensions and is not set to active: Check the box next to the extension (Service: Avalara Tax Extension) and click 'Enable' to enable the extension.)\*

\*(If the extension is NOT already present in the list of extensions in the site's Admin portal then follow the steps below)\*

1. Login to the Admin portal of the storefront

2. Under the 'Administration' section click 'Extensions'

3. Click the 'Add New' button

4. Enter the path: 'AvalaraTaxExtension\AvalaraTaxExtension.dll'

5. Select \*.NET Assembly (DLL)\* as the assembly type

6. Check the 'active' box to be true

7. Click 'Continue'

8. Ensure that the two notes from the 'Notes before we begin' section are done

9. Log on as a user and place a test order to see that the tax rates are being set.

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-Configuration-

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1. Login to the Admin portal of the storefront

2. Under the 'Administration' section click 'Extensions'

3. Click the extension name: "AvalaraTaxExtension" to begin configuration

4. Here you can turn debug mode 'on' or 'off'

\*(If it is turned on then when the extension is called it will log messages to the

storefront logs tab and also it will log to a .txt file with the current date

in the 'Logs' folder we created in the storefront’s deployment)\*

5. The database logon information for the new storefront must be filled in here.

6. The Avalara logon information which should be the same for all storefronts must be

filled in here.

7. Click 'Update' to save the configuration

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-The extension is now installed and ready to use. –

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