CCSFG: Constant Contact Signup Form Generator

Overview:

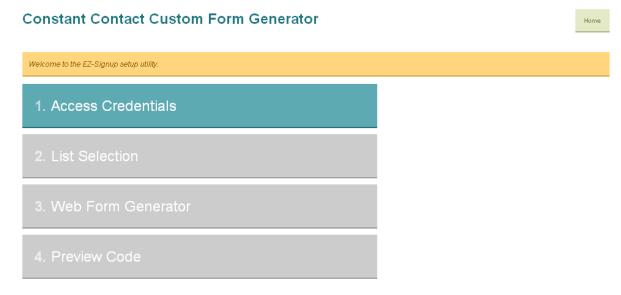
The purpose of this form generator utility is to allow Constant Contact customers to generate and implement a more-customized and self-hosted signup form. While some of our customers have the resources to develop a custom integration with our API, many lack the programming skills or time necessary to develop a signup form from scratch. This easy to use utility requires only basic HTML knowledge and web server access and does not require any knowledge of our API or server-side programming.

Requirements:

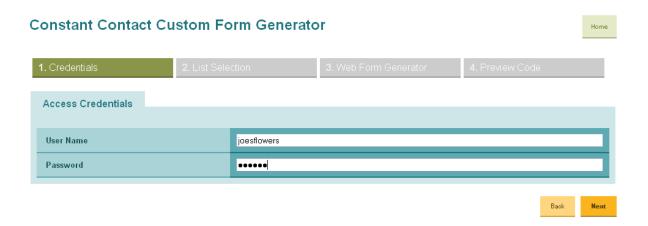
- A web server running PHP 5 or higher
- Familiarity with HTML

Installation:

- 1. Download the **CCSFG** utility
- 2. Unzip the compressed folder
- 3. Place the **CCSFG_x.x.x** folder on your web server
 - ** The placement of the folder should not affect the functionality of the setup utility or the signup form however it is recommended that you place the folder in your Root directory.
- 4. Access the **setup** directory from a web browser such as Internet Explorer or Firefox
 - http://yourdomain.com/CCSFG_0.0.3/setup/
- 5. From the Welcome screen you will see three options. **Access Credentials, List Selection**, and **Web Form Generator**. Choose **Access Credentials**



6. Enter your Constant Contact account **User Name** and **Password** in the respective fields and click **Next**.



7. On the List Selection page you must select one or more lists for your contacts to be added to and click **Next**.



- ** You may give users the option of choosing their lists from the group of lists that you make available or you can hide them and force the users to sign up to all of your selected lists by toggling the 'Display Contact Lists to Visitors' option.
- The Web Form Generator page has several options available.
 Success / Failure URL: Enter pages for users to see once they have entered their info.

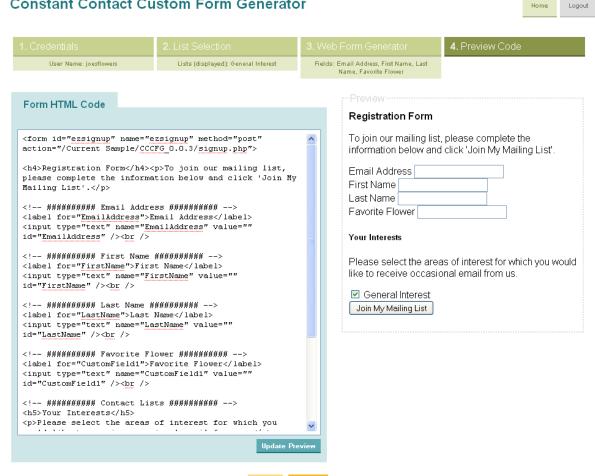


Contact Information: These are the basic fields that Constant Contact stores for customer data. **Custom Fields:** These 15 fields can be customized to store any addition data you may want to collect.



9. The Preview Code page shows you the HTML that has been generated for your form. You can Copy & Paste the code provided in the **Form HTML Code** section into an HTML file.

Constant Contact Custom Form Generator



The **Preview** area shows you how the code will display with basic styling. It may appear different once you place it into an existing HTML file as it will inherit the styles of that page.

Home

^{**} You can make changes to the Form HTML Code section and update the Preview area by clicking the Update Preview button.

Additional Usage:

The form generated from this utility processes to the **signup.php** file in the root directory (CCSFG_x.x.x/signup.php). If you move or rename the CCSFG_x.x.x folder after generating the form you will need to update the action attribute on the form code.

Once the credentials have been entered and validated the **signup.php** file will be functional. While the generated form passes the information to the signup.php file via an HTML **POST**, you can also pass the information via **GET**, or by using query string variables as seen in the example below:

http://yourdomain.com/CCSFG_x.x.x/signup.php?EmailAddress=jsmith@yourdomain.com&Lists[]=ListName

The following field Names are acceptable:

EmailAddress	FirstName	LastName	MiddleName
CompanyName	JobTitle	HomePhone	WorkPhone
Addr1	Addr2	Addr3	City
StateCode	CountryCode	PostalCode	CustomField1
Note	EmailType	SubPostalCode	CustomField15

The Lists names must each be stored in a field named Lists[] to create an array of the lists.