Setup of Zen Cart and configureation of the Payson module.

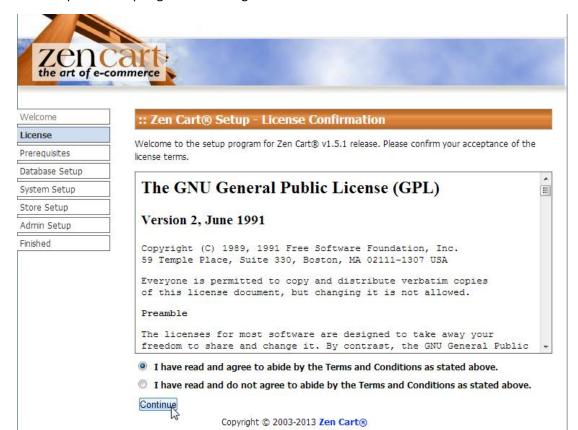
This configuration instruction asumes that you already have setup a server or a local server where you can install ZenCart and configure our Payson module.

## Step 1. Installaion of ZenCart

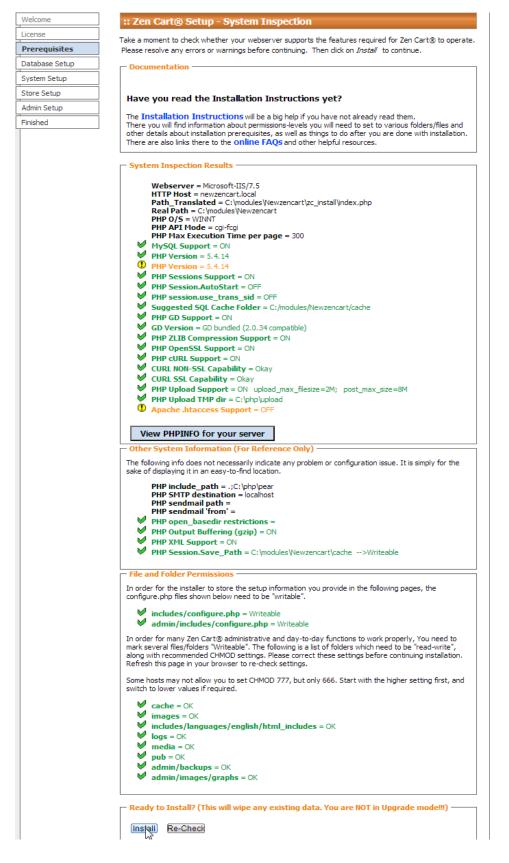
When you have decided to use ZenCart as your plattform for your webshop this will be the first step in your installation of ZenCart. Start by clicking continue.



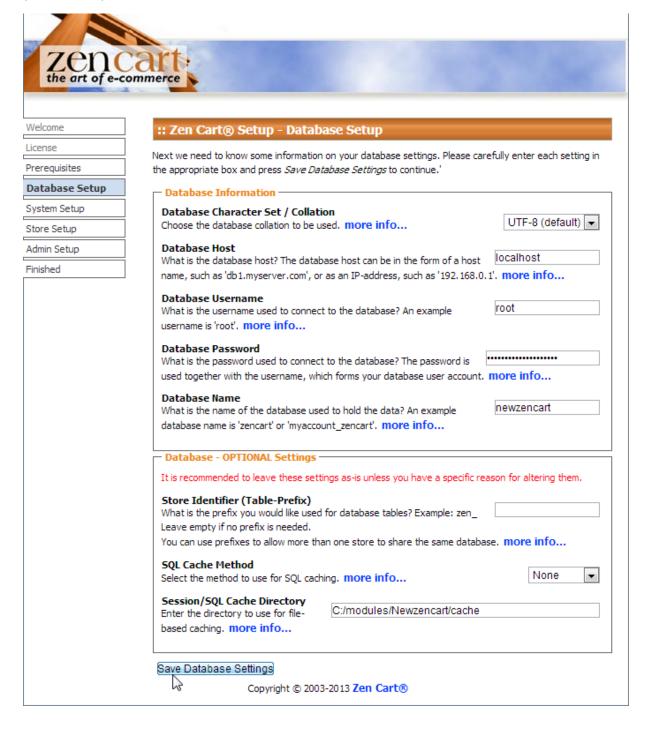
Next step is to accepting the license agreement for ZenCart.



In the next step the installationgudie checks whether you sucessfully fulfill all the prerequisets to install ZenCart. If something is missing you will not be able to install until you that ha been corrected.



In the next step it's time to setup your database connection. This is were all your data conserning your webshop is saved.



In the next step check whether the information is correct for your store and edit it if something is'nt as it should be.



Welcome

License

Prerequisites

Database Setup

System Setup

System Setu

Store Setup

Admin Setup

Finished

## :: Zen Cart® Setup - System Setup

We will now setup the Zen Cart® System environment. Please carefully review each setting, and change if necessary to suit your directory layout. Then click on Save System Settings to continue.

### Server/Site Settings -

#### Physical Path To Zen Cart®

Physical Path to your Zen Cart® directory.

Leave no trailing slash. more info...

### URL to your Zen Cart® store

Virtual Path/URL to your Zen Cart® directory.

Leave no trailing slash. more info...

C:/modules/Newzencart

http://newzencart.local

#### SSL Details

**Do you already have an SSL Certificate? If so, enter the details below.** If this is your first install, the supplied values are \*only best-guesses\*. Please verify the information with your hosting company if you are unsure of the correct details.

#### **HTTPS Domain**

Virtual server for your secure Zen Cart® directory.

Leave no trailing slash. more info...

https://newzencart.local

### HTTPS Server URL

Full Virtual Path to your secure Zen Cart® directory.

Leave no trailing slash. more info...

https://newzencart.local

If your SSL certificate is already working, choose your SSL settings below.

**DO NOT enable SSL here if you do not already have SSL enabled on your hosting account.** If you enable SSL but the SSL address you provide does not work, you will not be able to access your admin site nor log in to your store. You can activate SSL later by editing settings in your configure.php file.

Enable SSL

Would you like to enable Secure Sockets Layer in Customer area?

YES NO

Leave this set to NO unless you're SURE you have SSL working. more info...

### Enable SSL in Admin Area

Would you like to enable Secure Sockets Layer for Admin areas?

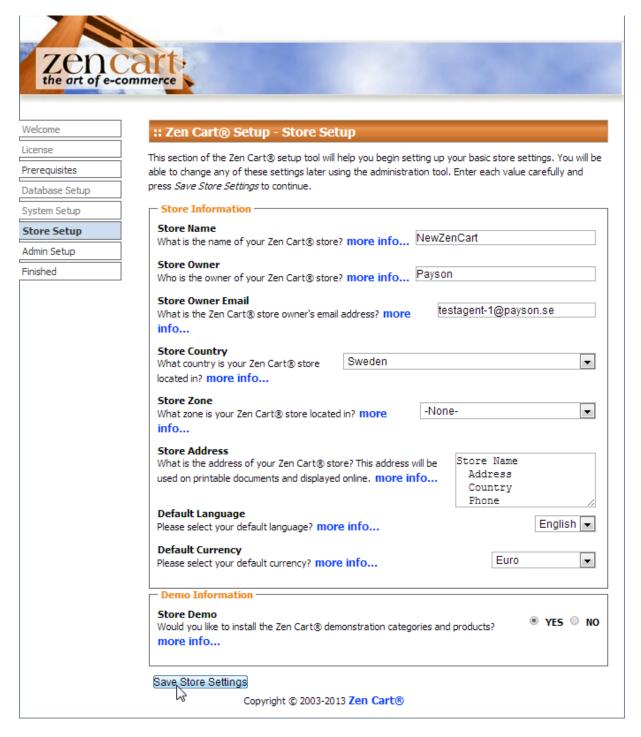
YES ® NO

Leave this set to NO unless you're SURE you have SSL working. more info...

Save System Settings Redetect defaults for this host

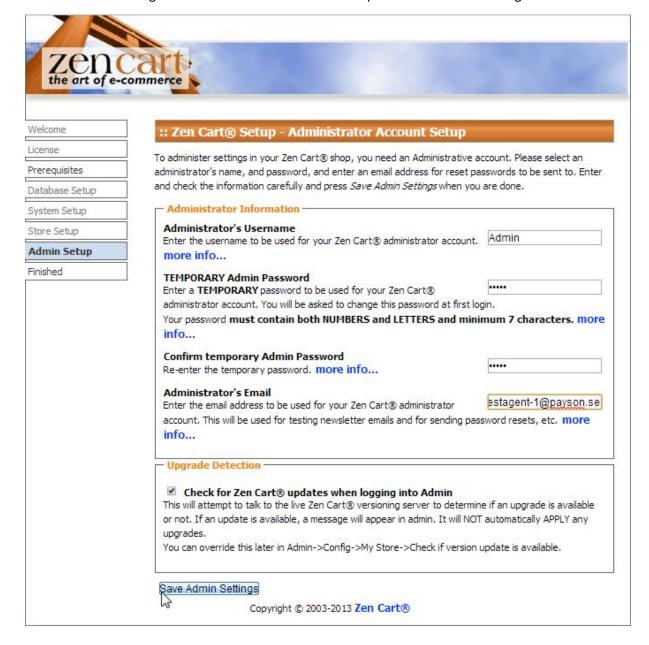
Copyright © 2003-2013 Zen Cart®

In the next step it is time to setup your store basics such as name, owner, email etc. And also if you want the installer to install a demo store.



In the following crucial step it is time to setup your admin account. In this setup you we set a temporary password now and after the first login you will have to change this to something else.

When you set a password for this account always try to make it a complex password. If someone unauthorised would get access to this account the consequence can be devastating.



When you get to this step you should be finished with the basics setup of your store.



Welcome

License

Prerequisites

Database Setup

System Setup

Store Setup

Admin Setup

Finished

### :: Zen Cart® Setup - Finished

#### Congratulations!

# You have successfully installed Zen Cart® on your system!

### **NEXT STEPS**

For security, YOU NEED TO RENAME your /admin/ folder to a name less likely to be 'guessed' by someone probing your site for illegitimate access. There's an FAQ article on **Renaming Your Admin Folder** which will guide you through the simple steps.

Also for security, you will need to reset permissions on your **configure.php** files located in the /admin/includes/ and /includes/ folders back to read-only mode before allowing people to access your store.

Additionally, you need to remove the <code>/zc\_install</code> folder so that someone can't re-install your shop again and wipe out your database! Warnings will appear until the folder has been removed.

#### DONATE

You can show your appreciation for our free software, and can support future development by making a donation to the Zen Cart project: Make a donation of any size by clicking here. Thanks in advance!

### CONFIGURATION

We encourage you to begin by **reading the FAQ's in our online support forums** for useful information to assist with configuring and customizing your online shop the way you wish it to look and operate.

If you have questions, this is the first place to look! If you're stumped, feel free to post a question! We have a helpful, friendly, knowledgeable community who welcomes you.

It's also **important** that you check out the **Documentation** in the **/docs folder** of your site. **Click here to view a listing.** 

#### IMPORTANT READING

The most important tool you'll use when customizing your site is the **Developers Tool Kit**, which is in the **Admin area, under Tools**. You can use it to search for almost anything you might like to customize or change, especially the text displayed on your site.

The most important concept you'll want to become familiar with in order to customize your site is our **template system**. There are some very good articles on the template system in our **online FAQ** section.

### ADDITIONAL READING

The Zen Cart® Wiki is a helpful place to find tips and tricks and general use information.

We're glad you chose Zen Cart® to be your e-Commerce solution!

### Visit us online at www.zen-cart.com

Press the Store button below to test out your store or press the Admin button to begin customizing your store.

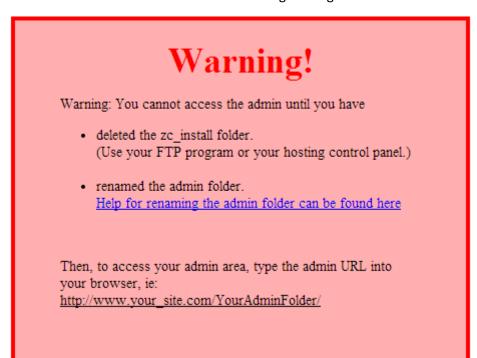
Click here to go to the Store

Click here to open the Admin area

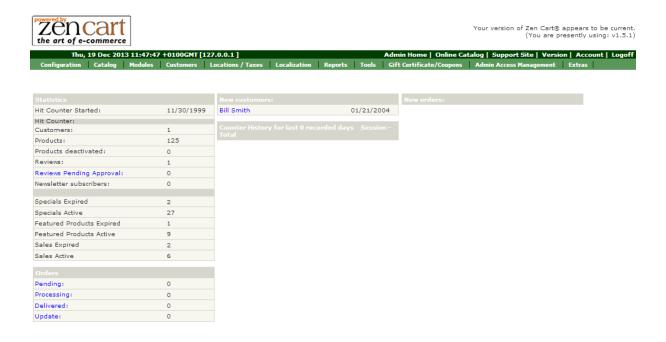
4...

Copyright © 2003-2013 Zen Cart®

The first time you try to access your admin pages you will get the warning below, don't worry just follow the instructions within and the warning message will be resolved.



When you have logged in as admin you should see the same as the image below. Go to modules and choose the sub menu payment.



You should then see the same as the image below. Click on the Payson Module "Payson Direct and Invoice". On the right hand side you should now be able to choose to install or module.



When you have clicked Install, it's time to fill in the information that you have been given from Payson. Remember to mark the check box true to enable the module. I have here filled in the variables to login to our test server.

Payson Direct and Invoice
Sort order of display. Sort order of display. Lowest is displayed first.
Enable Payson Module Do you want to accept Payson payments?
True False
Agent Id Agent Id for your Payson account. 4
Seller Email Email address for your Payson account. NOTE: This must match EXACTLY the primary email address on your Payson account settings. testagent-1@payson.s
MD5 Key MD5 Key for your Payson account. 2scab30d-fe50-426f-9
Payson direct methods Whether Payson directs method should be available in checkout
Disabled     ALL     Check boxes below
Select Payment methods Check the Payment Methods that should be available at Payson
<ul><li>✓ CREDITCARD</li><li>✓ BANK</li></ul>
Enable Payson Invoice Please note that this requires a separate contract with Payson
True False
Custom message Custom message, common for all orders.
Payment Zone  If a zone is selected, only enable this payment method for that zone. none ▼
Set Pending Notification Status Set the status of orders made with this payment module that are not yet completed to this value ('Pending' recommended) Pending [1]
Set Order Status Set the status of orders made with this payment module that have completed payment to this value ('Processing' recommended) Processing [2]
Manage invoice from store Please not that it is important that you use set order statuses that make sense for you when using this function
○ True ● False
Send Payson invoice when status is changed to Send PDF invoice to user when I change order status to: ('Shipped' recommended) Delivered [3]
Cancel Payson invoice when status is changed to Cancel the Payson invoice when I change order status to: ('New status Canceled' recommended) Pending [1]
Credit Payson invoice when status is changed to Credit the Payson invoice when I change order status to: ('New status Credited' recommended) Pending [1]
update cancel

When the module is successfully installed it's time to setup what currency your store will use. Remember that our module only accept SEK or Euro's as currency. I will show below how to install Swedish krona. Mouse over Localization and select Currencies.

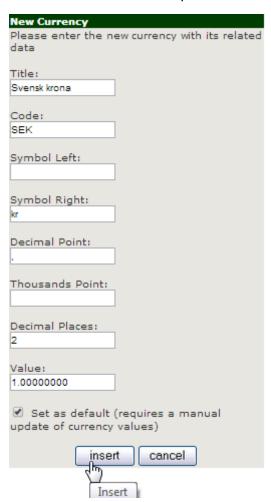


# Click on the button "new currency"

### CURRENCIES

Currency	Code	Value	Action
Australian Dollar	AUD	1.17890000	▶
Canadian Dollar	CAD	1.10420001	①
Euro (default)	EUR	1.0000000	<b>①</b>
GB Pound	GBP	0.67259997	<b>①</b>
US Dollar	USD	1.0000000	<b>①</b>
Displaying 1 to 5 (of 5 currencies)  update currencies		ı	Page 1 of 1 new currency

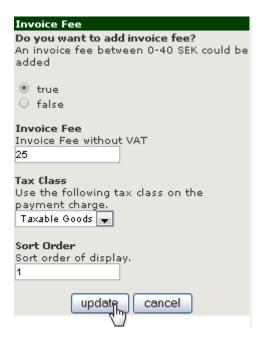
Add the title, code, enter if symbol should be right or left, and enter the preferred decimal point, if there should be a thousand point. One of the most important things to remember when setting up a new currency is to add 2 decimal places. Set the value to 1.0000000, and also remember to mark the check box to set this currency as the default.



If you have been authorised to use Invoices with Payson you also need to complete the following steps. Go to the menu and mouse over the Modules and choose the sub menu Order totals. Click on the Invoice Fee that has the name "ot\_payson\_inv\_fee". Next click on install.



Check the check box to be true to enable the Invoice fee, next choose what the fee shall be without tax. Choose your tax class if you don't have one or just have Taxable goods as seen below you need to change this to get the correct tax class for your country. Then Click on update.



Now the basic setup has been done in order get our module to work with your store. Many steps remain until your store completely configured, but now the payment should work for you.

In these last pages I will show you a purchase I the newly configured store.

We start with to choose an item.



# Add it to the Cart



Check that I have chosen the right items, then proceeds to checkout



In the next step you can choose to login or create a new customer. I would recommend you to have at least one test customer, you can then i.e. do test purchases etc.

# Welcome, Please Sign In

**Note:** If you have shopped with us before and left something in your cart, for your convenience, the contents will be merged if you log back in. [More Info]



Forgot your password?



Choose your preferred shipping method.

# Step 1 of 3 - Delivery Information

# **Shipping Information:**

Bo Anderssson
Testaddress
Stockholm
Stockholm, 11559
--- Please Select ---, Sweden

Your order will be shipped to the address at the left or you may change the shipping address by clicking the *Change Address* button.

# **Shipping Method:**

Please select the preferred shipping method to use on this order.



### Continue to Step 2

- choose your payment method.



Choose your prefeerd payment method, I will in this examlple pay with Payson Direct.

# Step 2 of 3 - Payment Information

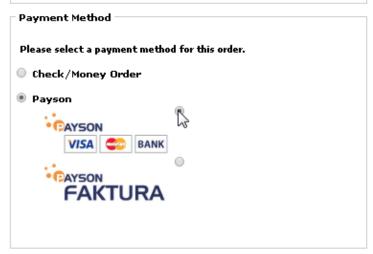
# Billing Address:

Bo Anderssson Change your address
Stockholm
Stockholm, 11559
--- Please Select ---, Sweden

Your billing address is shown to the left. The billing address should match the address on your credit card statement. You can change the billing address by clicking the Change Address button.

Sub-Total:	299,99kr
Per Item (Best Way):	2,50kr
Total:	302,49kr
	Sub-Total: Per Item (Best Way): Total:

- Discount Coupa	in
Discount coupe	•••
	coupon code into the box next to Redemption Code. be applied to the total and reflected in your cart after e.
Please note: you	may only use one coupon per order.
Redemption Code	

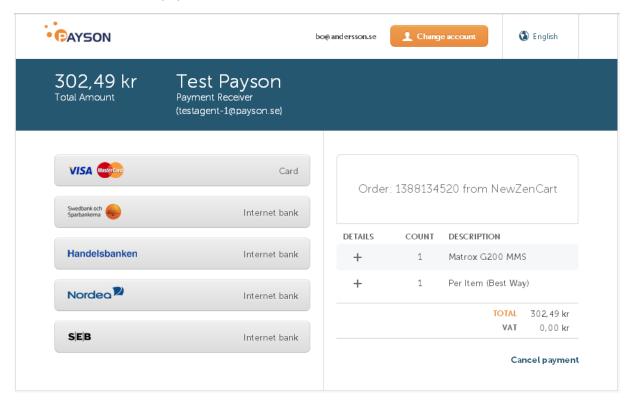


Next and final step before you get to our payment solution I s to verify that everything is correct. And then to proceed to the payment

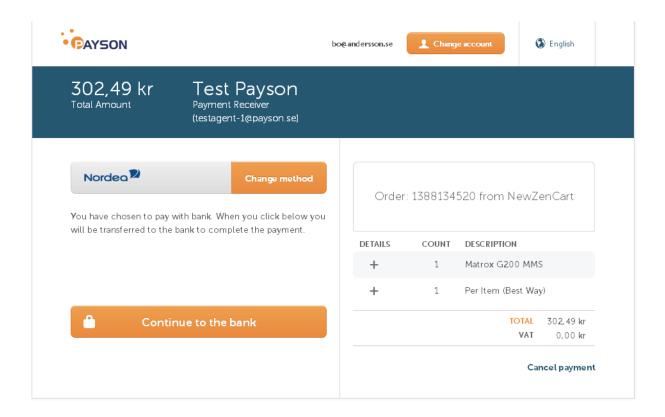
# Step 3 of 3 - Order Confirmation

#### Billing/Payment Delivery/Shipping Information Information Bo Anderssson edit Bo Anderssson edit Testaddress Testaddress Stockholm Stockholm Stockholm, 11559 Stockholm, 11559 --- Please Select ---, Sweden --- Please Select ---, Sweden Shipping Method: Payment Method: Payson Per Item (Best Way) **Special Instructions or Order Comments** None edit **Shopping Cart Contents** edit Qty. **Item Name** Total 1 x Matrox G200 MMS 299,99kr · Model: Value · Memory: 4 mb Sub-Total: 299,99kr Per Item (Best Way): 2,50kr Total: 302,49kr Final Step confirm the order - continue to confirm your order. Thank you!

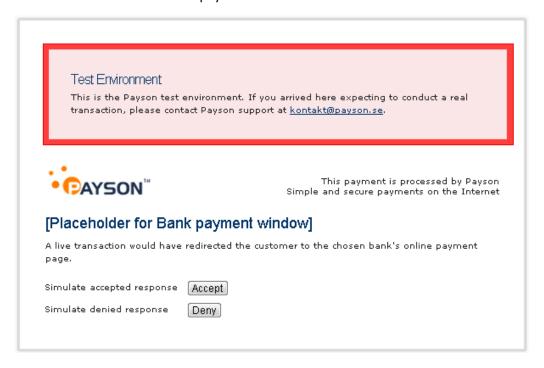
You should now get the following image in your web browser. Choose the preferred payment method, I will choose to pay with one of the banks.



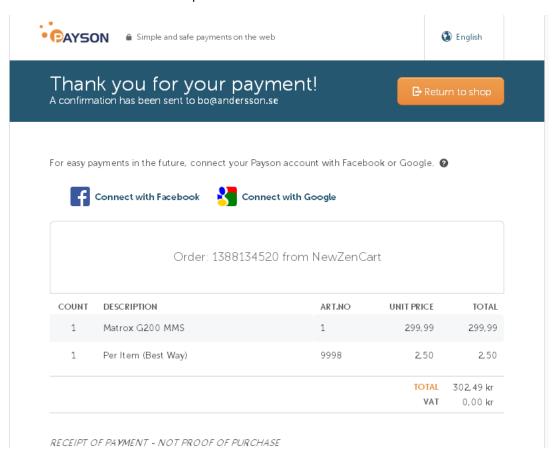
Click on the button "Continue to bank"



Normally the customer would go their preferred bank, but since I am connection to our test server I can now simulate whether the payment was successful or not.



# Then click on the return to shop button



You should now return to your shop with the following message if the payment was successful.

# Thank You! We Appreciate your Business!

#### Your Order Number is: 3

## Checkout Success Sample Text ...

A few words about the approximate shipping time or your processing policy would be put here.

This section of text is from the Define Pages Editor located under Tools in the Admin.

This file is located in /languages/english/html\_includes/classic/

#### NOTE: Always backup the files in

/languages/english/html\_includes/your\_template

Thank you for shopping. Please click the Log Off link to ensure that your receipt and purchase information is not visible to the next person using this computer.

| log off |

To check if the order has been logged in your store enter your stores admin mode. Mouse over the Customer menu and choose the sub menu Orders.



You should then see the following order (Order id 3).

LEGEND: 🛡 Billing and	l Shipping daes nat match					
ID Payment Shipping	Customers	Order Total	Date Purchased	Status	Customer Comments	Action
3 payson item	Bo Anderssson	302,49kr	12/27/2013 10:03:14	Processing	0 _	Ø▶
2 payson item	& Bo Anderssson	302,49kr	12/19/2013 16:47:34	Processing	○ \( \times \)	<b>e</b>
• 1 payson item	Bo Anderssson	37,50kr	12/19/2013 12:05:58	Processing		<b>e</b> ①