

EXTENSION FOR MAGENTO 2

USER GUIDE



# INTENDED AUDIENCE

The content of this document is designed to facilitate the users -managers, supervisors, and others of Advance Quick Contact Us Form Extension for Magento 2. A step by step instruction has been added to this document to help users to install the extension on Magento 2.

This extension will only work on Magento 2. As a safe practice always backup your files and database before installing any extension on Magento. If you are looking for someone to install the extension, we can do it for you as well. Just go to the following link and let support know the order id to expedite the installation process.

Once you have installed please see the User Guide to help you understand how to use the extension to its full capacity. If you still have questions, feel free to contact us on our website.



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## **USER GUIDE**

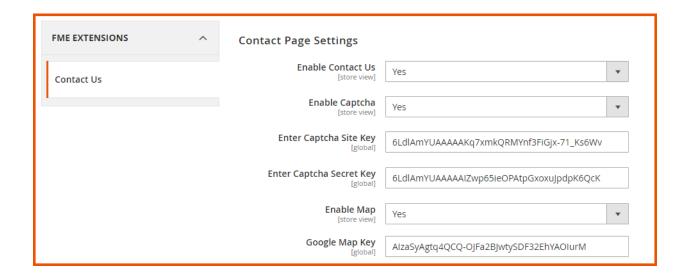
After installation of the extension, make sure the setup is upgraded and static-contents are deployed. Login to the admin panel and flush your Magento cache storage.

## How To Configure The Extension

At the backend, go to FME EXTENSIONS > Configurations. Here you will have access to the following configurations:

#### **CONTACT PAGE SETTINGS**

- Enable Contact Us: Option to Enable / Disable Contact us form
- Enable Captcha: Option to Enable / Disable Google Captcha
- Enter Captcha Site Key: Option to set Google Captcha site key (Note: Get Key From https://www.google.com/recaptcha/admin)
- Enter Captcha Secret Key: Option to set Google Captcha secret key
- Enable Map: Option to Enable / Disable map. This Map will show on contact us page
- Google Map Key: Option to set Google Captcha map key (Note: Get Key From https://developers.google.com/maps/documentation/javascript/get-api-key)





### SEARCH ENGINE OPTIMIZATION

- Contact Page Link: This text is an identifier. **Note:** Use text other than 'contact'
- Contact Page Meta Title: Option to provide meta title for contact page
- Contact Page Meta Keyword: Option to write keywords for contact page
- Meta Description: Option to write a meta description for contact page
- Contact Page Heading: Option to write the heading of the contact page. This text will display on the frontend.
- Contact Page Description: Option to write a description of the contact page. This text will display on the frontend.

Search Engine Optimization	
Contact Page Link [global]	contactus.html
Contact Page Meta Title [global]	Contact Us
Contact Page Meta Keyword [global]	Contact Us
Meta Description [global]	Contact Us
Contact Page Heading [global]	GET IN TOUCH WITH US
Contact Page Description [global]	Jot us a note and we'll get back to you as quickly as

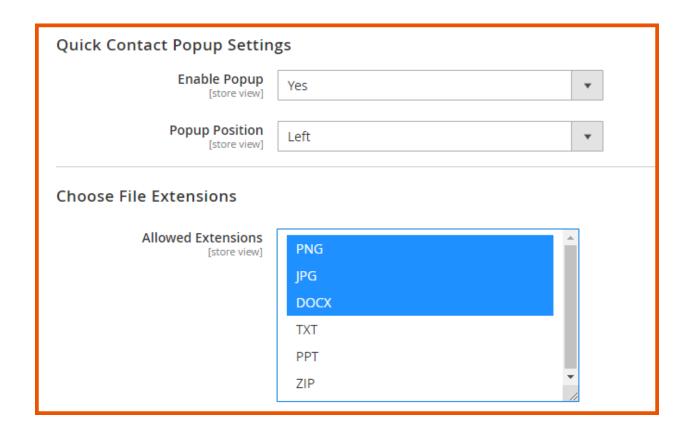


## QUICK CONTACT POPUP SETTINGS

- Enable Popup: Option to Enable / Disable the pop-up
- Popup Position: Option to set popup position:
  - o Right
  - o Left

### **CHOOSE FILE EXTENSIONS**

• Allowed Extensions: Select the extensions here





### **CONTACT US FORM SETTINGS**

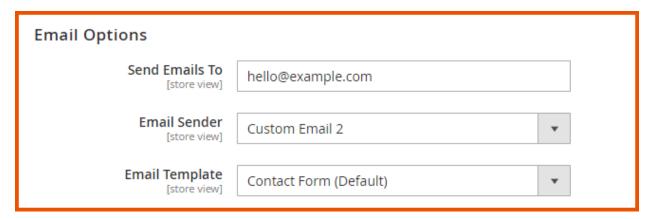
- Name Title Text: Option to set text for the name field. This text will display on the frontend.
- Email Title Text: Option to set text for the email field
- Phone Title Text: Option to set text for the phone field (Note: If this field is empty then it is disabled on frontend)
- Subject Title Text: Option to set text for the subject field, if this field is empty then it is disabled on the frontend
- Message Title Text: Option to set text for the message field
- Submit Button Text: Option to set for submit button

Contactus Form Settings	
Name Title Text [global]	Name
Email Title Text [global]	Email
Phone Title Text [global]	Phone Number
Subject Title Text [global]	Subject
Message Title Text [global]	What's on your mind?
Submit Button Text [global]	Submit



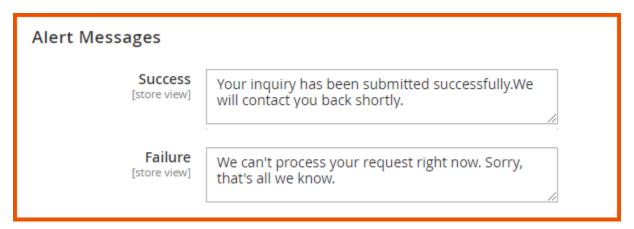
#### **EMAIL OPTIONS**

- Send Emails To: Option to set email where all contact us queries will be sent.
- Email Sender: Option to set email-sender title i.e. General Contact, Customer Representative, etc.
- Email Template: Option to choose an email template based on theme fallback when the "Default" option is selected



#### **ALERT MESSAGES**

- Success: This success message will be displayed after submitting contact us form successfully
- Failure: This failure message will be displayed after submitting contact us form unsuccessfully

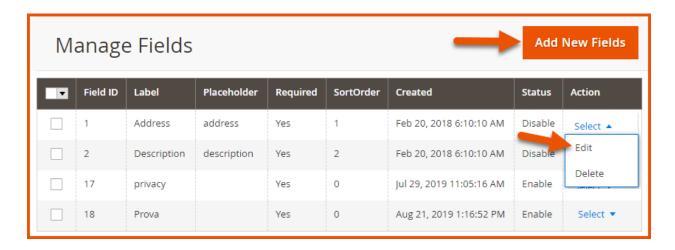


After setting the configurations, click on THE Save Config button at the right top to save them.



### HOW TO MANAGE THE FIELDS

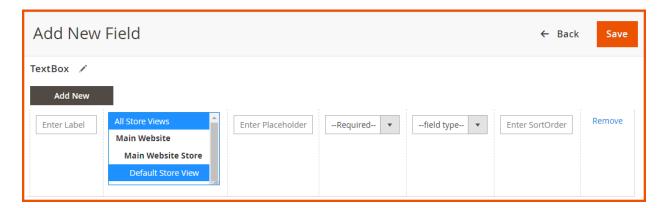
Now at the backend go to FME EXTENSIONS > Manage Fields, you will see there a list of fields and a button "Add New Fields" to add new ones.



After clicking the Add New Fields button, a form will appear where you will have to choose the type of field which you want to include and set its properties as well.

### ADD NEW FIELDS

Here you will see several field types like textbox, text area, dropdown, checkbox, radio button, upload file, multi-select, date. To add any of the field types in the form, click on that particular field and a button will appear named Add New. After clicking the button properties of the field will appear on the screen and you will have to set the properties like:



#### FME EXTENSIONS ADVANCE QUICK CONTACT US FORM



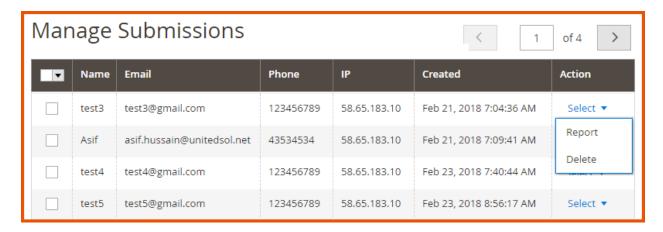
- Enter Label: Option to provide the label of the field to appear in the form
- All Store views: Option to select the store views on which field shall be visible
  - Main Website
  - Main Website Store
  - Default Store View
  - French View
  - Denmark View
  - Germany View
- Enter placeholder: Option to set the place holder of the field
- Required: Option to set the field as required OR not. By marking it as required, it will be mandatory for the user to answer the field
  - o Yes
  - o No
- Field Type: Option to set the field type as:
  - Text
  - o Email
  - Number
- Enter Sort Order: Option to set the sort order of the field in the contact form
- Remove: A button to remove the field, if you want to remove it

Now the process of adding any of the fields and setting its properties is the same. Whichever field you want to include in the form just click on it, set its properties and lastly click on the SAVE button at the right top to save all the fields of the form.

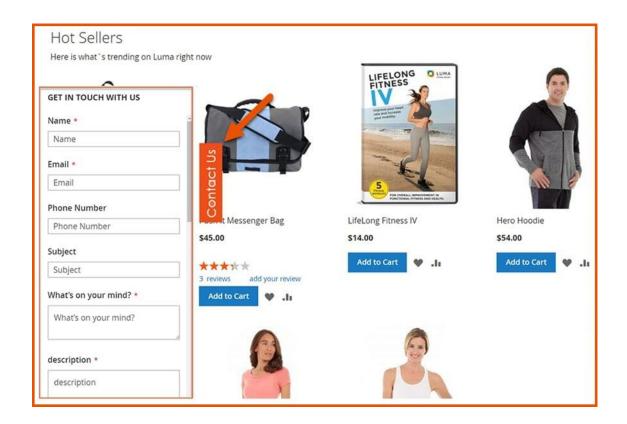


### HOW TO MANAGE THE SUBMISSIONS

Now at the backend go to FME EXTENSIONS > Manage Submissions. Here you will get all the information provided by your customers. You can always Delete or Report this information as per your requirement.

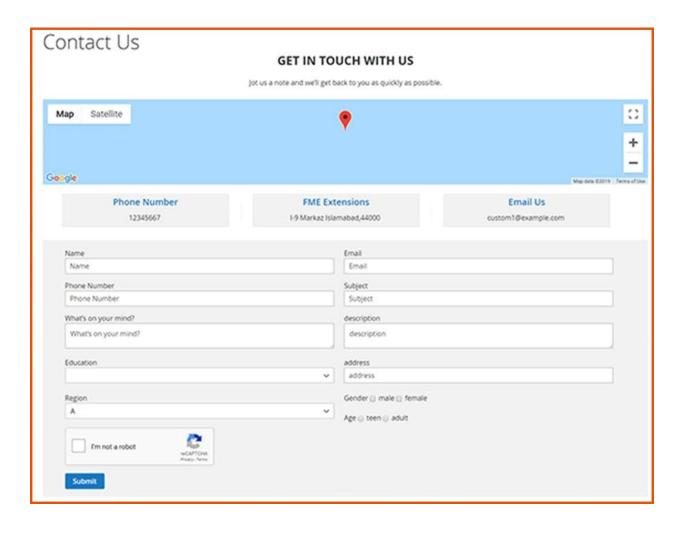


### STORE FRONTEND VIEW OF CONTACT US FORM





# RESPONSIVE CONTACT US PAGE





# DISCLAIMER

It is highly recommended to back up your server files and database before installing this module.

No responsibility will be taken for any adverse effects occurring during installation.

It is recommended you install on a test server initially to carry out your own testing.