

ORDER ATTACHMENT - MAGENTO 2 USER GUIDE

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Preface :

- * Magento 2 Order Attachment allows customers to upload files such as Images, PDF, word documents, excel documents and many other attachments while placing the orders.
- * Magento 2 Order Attachment allows customers to Drag & drop Functionality for upload documents.
- * Magento 2 Order Attachment allows Admin can manage Attachments Size, Type, Limit of attachment per order
- * Magento 2 Order Attachment allows Admin to send Attachments in email.

Installation:

There are two ways of installing extension in magento2.

- 1) Using COMMAND LINE.
- 2) Manually install extension.

Option 1: Magento 2 install extension using COMMAND LINE (Recommended).

Follow below steps to install extension from the command line.

Step 1: Download the extension and unzip it.

Step 2: Upload it to code directory in your magento installation's app directory.
If code directory does not exists then create.

Step 3: Disable the cache under System → Cache Management.

Step 4: Enter the following at the command line:
php bin/magento setup:upgrade
php bin/magento setup:static-content:deploy

Step 5: Once you complete above steps log out and log in back to the admin panel and switch to Stores → Configuration → Mageants → **OrderAttachment**.

The module will be displayed in the admin panel.

Option 2: Magento 2 install extension manually.

Step 1: Download the extension and unzip it.

Step 2: Upload it to code directory in your magento installation's app directory.
If code directory does not exists then create.

Step 3: Disable the cache under System → Cache Management Edit
app/etc/config.php file and add one line code:
'Mageants_OrderAttachment' label → 1

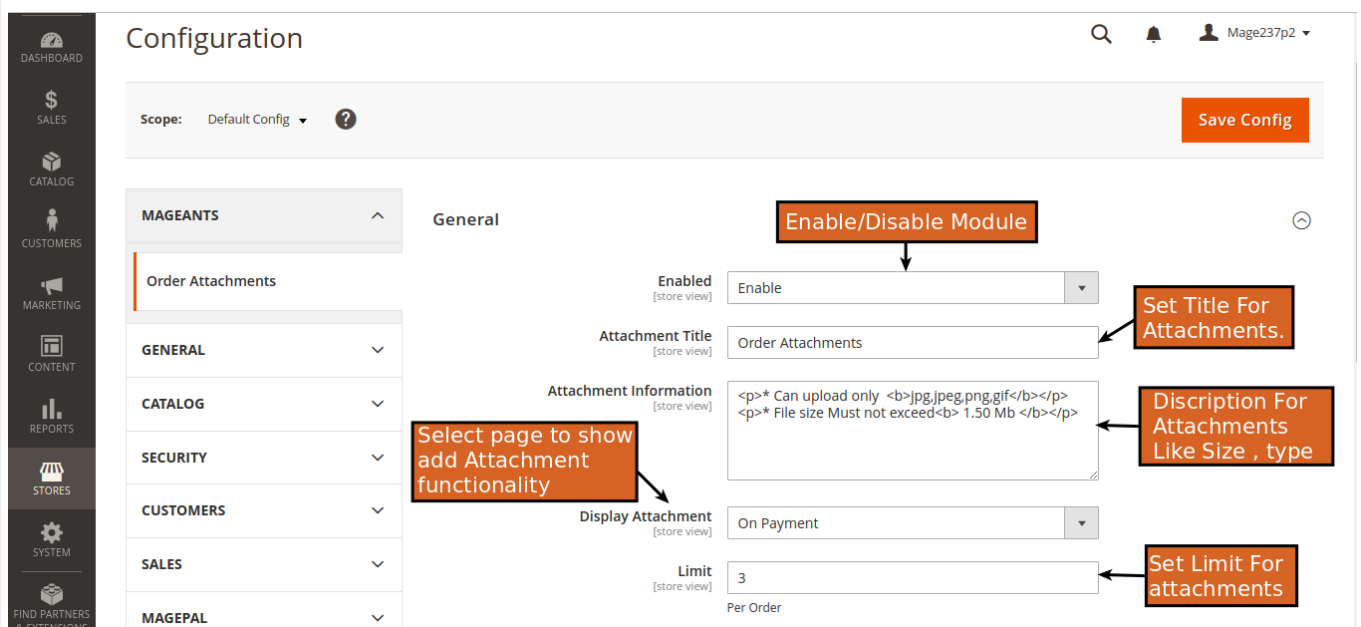
Step 4: Disable the cache under System → Cache Management

Step 5: Once you complete above steps log out and log in back to the
admin panel and switch to Stores → Configuration → Mageants →
Mageants_OrderAttachment, the module will be displayed in the
admin panel.

Backend example :

After Installation of Extension login to Magento admin panel to set configuration of the extension.

Extension Configuration :



Attachment Title : Set Head Title For Attachment Sections.

Attachment Information : Set Information For Attachments which is Display on Attachment Section.

Disaplay Attachment : Select Display area for add Attchments.

Limit : Set Attachment Limit Per Order.

DASHBOARD

SALES

CATALOG

CUSTOMERS

MARKETING

CONTENT

REPORTS

STORES

Configuration

Save Config

YOTPO

DOTDIGITAL

SERVICES

ADVANCED

Size, Kilobytes

1536

Per File

Set Size of Attachments

Allowed extensions

jpg.jpeg.png.gif

For Ex. jpg.jpeg.png.gif.pdf

Enter File Types

Email

Select Email Template

Email Template

Sales Representative

Email template is chosen based on theme fallback when "Default" option is selected.

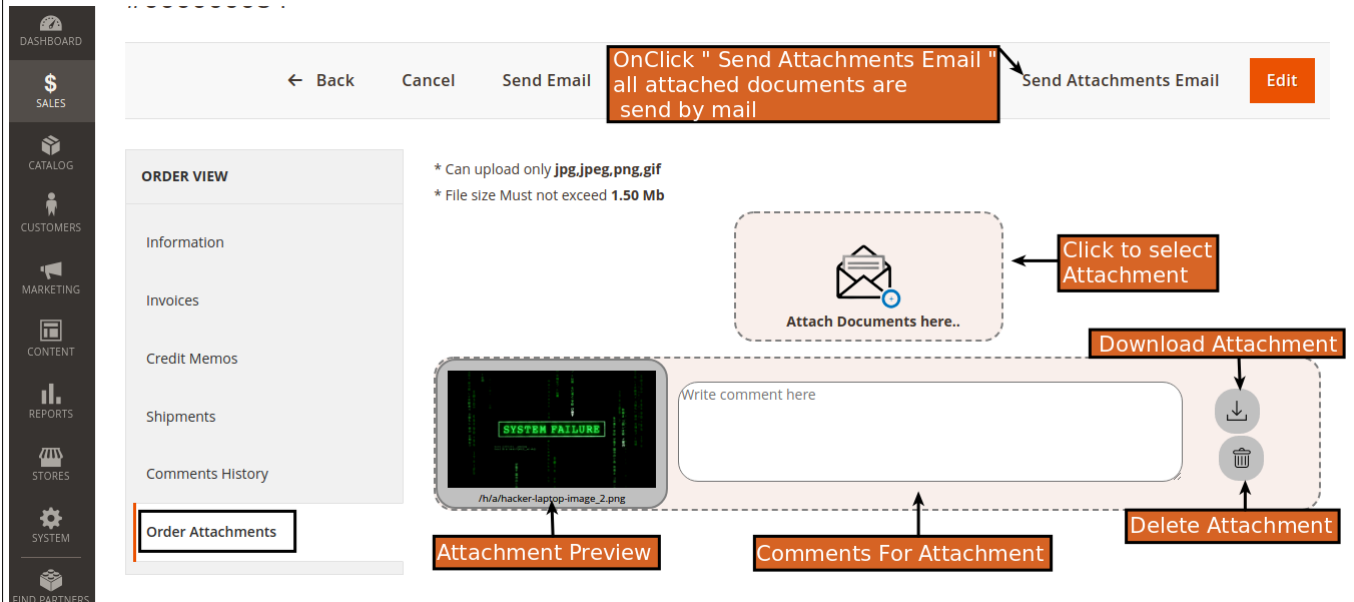
Size Kilobytes : Set Size For Attachments in Kilobytes (KB).

Allowed Extensions : In this field you can Validate the formate of document.

EMAIL :

Email Template : Select Email template for Mail transportation.

=> SALES → Orders → View Order.



OnClick " Send Attachments Email " all attached documents are send by mail

Send Attachments Email Edit

← Back Cancel Send Email

ORDER VIEW

- Information
- Invoices
- Credit Memos
- Shipments
- Comments History
- Order Attachments**

* Can upload only jpg,jpeg,png,gif
* File size Must not exceed 1.50 Mb

Attach Documents here..

Click to select Attachment

Download Attachment

Write comment here

Attachment Preview

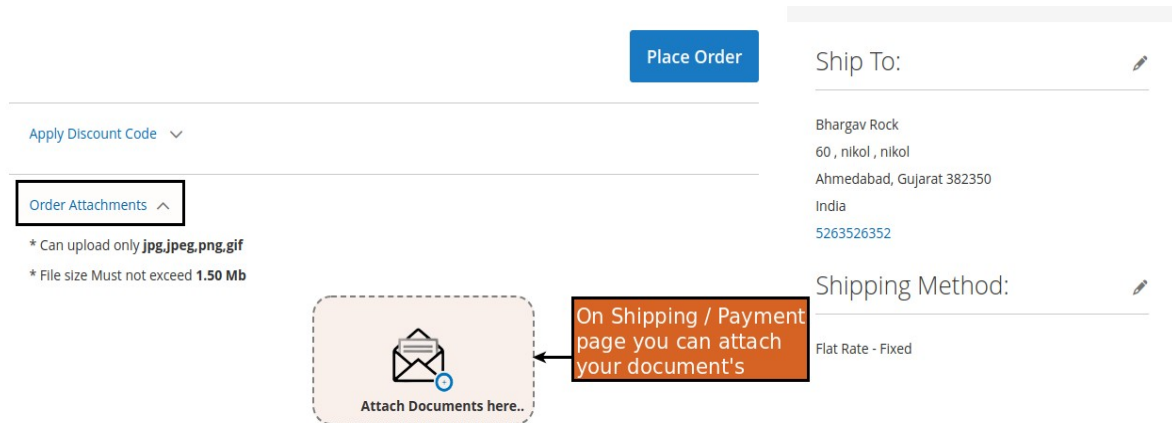
Comments For Attachment

Delete Attachment

- * On Sales Order View you get “ **Order Attachment** ” tab on left sidebar.
- * In this menu Admin Can See All Attachments of Order.
- * Here Admin can Upload new Attachments With comments.
- * Admin can see Preview of Attached Documents.
- * Admin can **Download** and **Delete** Previous Attachments.
- * There is “ **Send Attachment Email** ” Button in Top navigation bar, On-click on this All Of the Attachment of particular order will send in E-mail.

Frontend example :

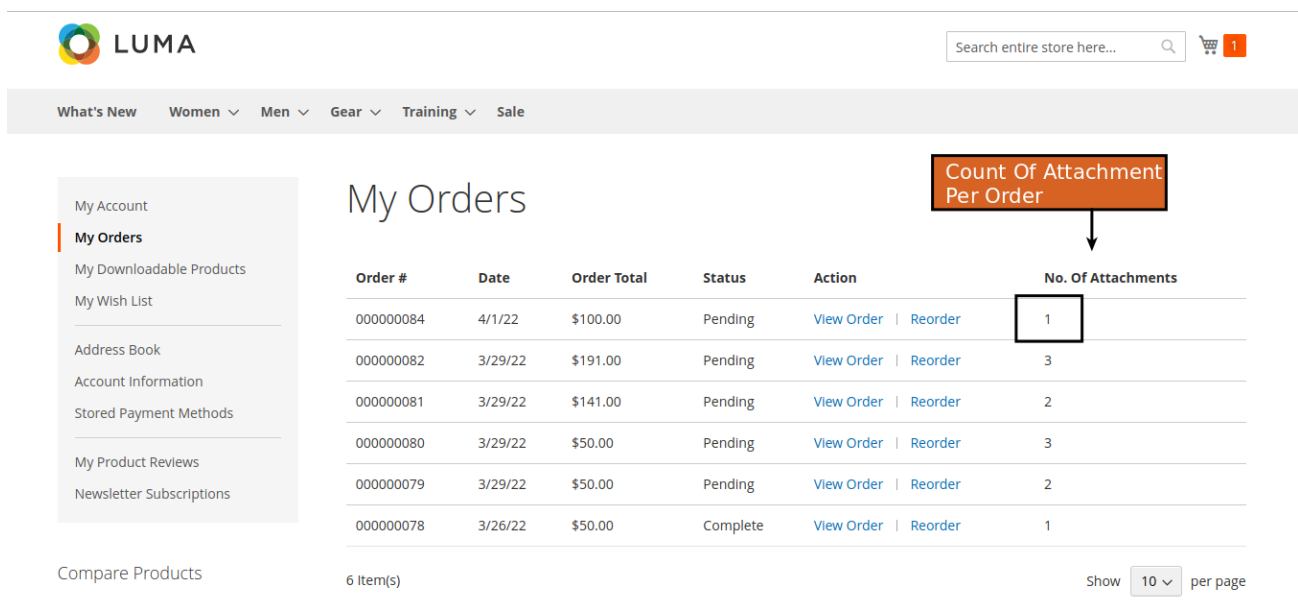
* Checkout Payment page :



The screenshot displays the checkout payment page. On the left, there is a 'Place Order' button. Below it, a link 'Apply Discount Code' with a dropdown arrow is visible. Further down, the 'Order Attachments' section is highlighted with a box. It includes instructions: '* Can upload only jpg, jpeg, png, gif' and '* File size Must not exceed 1.50 Mb'. Below these instructions is a dashed box with an envelope icon and the text 'Attach Documents here..'. To the right of this dashed box is a callout box with an arrow pointing to it, containing the text: 'On Shipping / Payment page you can attach your document's'. On the right side of the page, the 'Ship To:' section shows the address: 'Bhargav Rock', '60, nikol, nikol', 'Ahmedabad, Gujarat 382350', 'India', and a phone number '5263526352'. Below this, the 'Shipping Method:' section shows 'Flat Rate - Fixed'.

- * In the Front-end Customer get Attachment selection functionality in (**Shipment / Payment**) Page. Which was selected in “ **Display Attachment** ” configuration.

* Customer Account (My Orders Page) :



Count Of Attachment Per Order

Order #	Date	Order Total	Status	Action	No. Of Attachments
000000084	4/1/22	\$100.00	Pending	View Order Reorder	1
000000082	3/29/22	\$191.00	Pending	View Order Reorder	3
000000081	3/29/22	\$141.00	Pending	View Order Reorder	2
000000080	3/29/22	\$50.00	Pending	View Order Reorder	3
000000079	3/29/22	\$50.00	Pending	View Order Reorder	2
000000078	3/26/22	\$50.00	Complete	View Order Reorder	1

6 Item(s) Show 10 per page

* On **Customer Account** → **My Orders**

→ there is Column which is showing the total count of Attachments in order.

* Customer's Order View Page :



Order # 0000000084 PENDING

April 1, 2022

[Reorder](#) [Print Order](#)

Items Ordered Order Attachments

* Can upload only jpg,jpeg,png,gif
* File size Must not exceed 1.50 Mb

Attachment Preview

Attach Documents here..

Select Your Attachments

Download Attachment

Write comment here

Comments for Attachment

Delete Attachment

- * On particular order view page Customer Can see Uploaded Attachment.
- * If (**Admin/Customer**)upload Any New Attachment in previous Order of customer then it is displaying in that order's view page.
- * Customer can also download and Delete the attachments.



Thank you!

if you have any questions or feature suggestions, please contact us at:
<https://www.mageants.com/contact-us>

Your feedback is absolutely welcome!