

Admin User Guide – Subscription

Getting Started

Overview

[Accessing the Subscription Console](#) [[#AccessingSubscriptionConsole](#)]

The Subscription microservice allows users to subscribe to products that are purchased frequently or at regular intervals of time. It provides a Subscription admin to [view](#) [[#ViewSubscription](#)], [search](#) [[#SearchSubscription](#)], and [cancel](#) [[#CancelSubscription](#)] the subscription requests.

For a detailed overview of the [Subscription](#) microservice, see the [Subscription Microservice Overview](https://developer.skava.com/microservices/subscription/) [<https://developer.skava.com/microservices/subscription/>].

Service Glossary

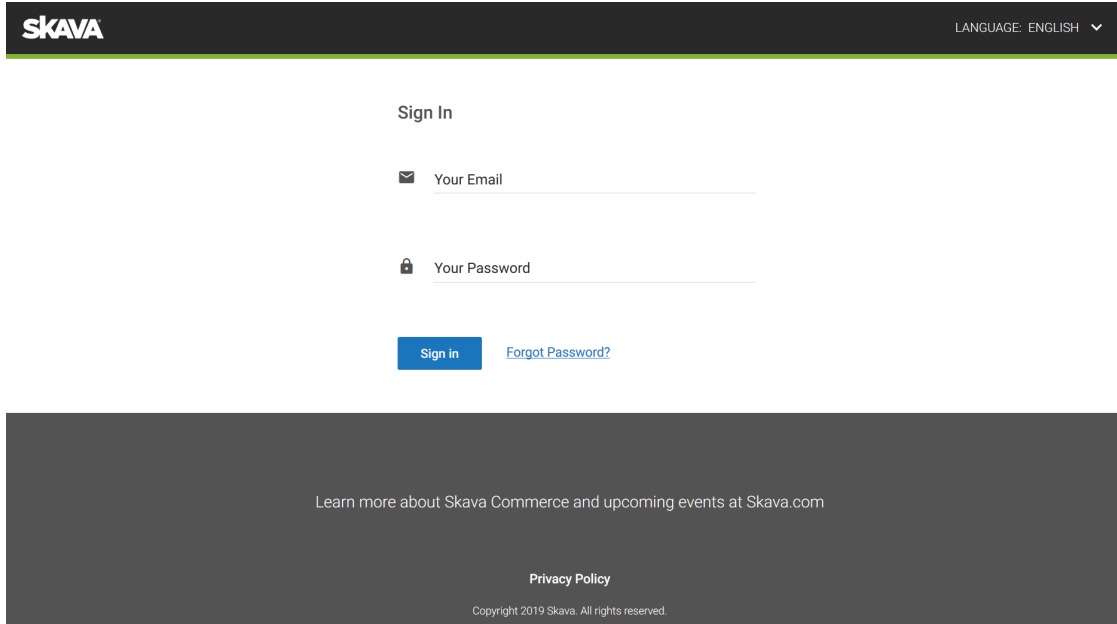
- **Business** – the parent of a **store** or set of **stores**. The basic use of a **business** is to manage common sets of users, catalogs, and other services for the **stores** associated with the business.
- **Business Admin** – a role that manages business settings, creates and manages stores, and enables microservice(s) for a **business**.
- **Customer** – a business consumer or buyer on the Business' B2B storefront.
- **Product** – a good, service, or idea that has a combination of tangible and intangible attributes and can have multiple variants which are referred to as **stock keeping units** (SKUs). In Skava Commerce, the consumer/buyer evaluates a product (for example, a men's dress shoe available in black and brown and in sizes from 10 to 15), but actually purchases a SKU associated with the product (for example, a black colored version of the dress shoe in size 12) rather than the product itself.
- **Stock Keeping Unit** (SKU) – a particular variant of a **product** which is available for purchase by a consumer/buyer.
- **Store** – represents a specific physical location or online store of a **business**.
- **Storefront** – a consumer-facing website that presents products, content, and promotions across multiple channels such as desktop, tablet, and mobile.
- **Subscription** – collects a recurring payment in exchange for recurring product deliveries or on-going service.
- **Subscription Admin** – manages subscription requests.

Accessing the Subscription Console

[top](#) | [Viewing the Subscription Requests](#) | [#ViewSubscription](#)

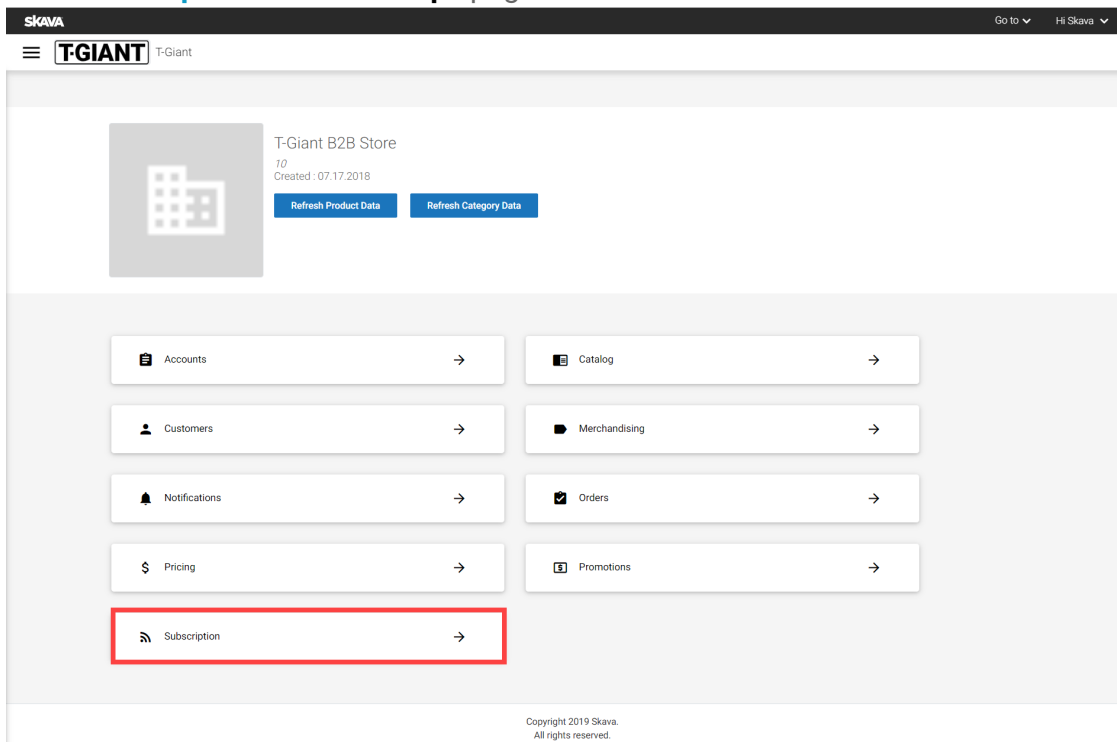
To access the Subscription console,

1. Log in to the **Foundation** server for your **business** (URL provided by Skava).



The image shows the Skava login page. At the top, there is a dark header with the 'SKAVA' logo on the left and 'LANGUAGE: ENGLISH' with a dropdown arrow on the right. Below the header, the text 'Sign In' is centered. Underneath, there are two input fields: 'Your Email' with an envelope icon and 'Your Password' with a lock icon. Below these fields are two buttons: a blue 'Sign in' button and a blue 'Forgot Password?' link. At the bottom of the page, there is a dark gray footer area containing the text 'Learn more about Skava Commerce and upcoming events at Skava.com', a 'Privacy Policy' link, and a copyright notice 'Copyright 2019 Skava. All rights reserved.'

2. Click **Subscription** in the **StoreOps** page.



The image shows the T-Giant StoreOps page. At the top, there is a dark header with the 'SKAVA' logo on the left, 'T-Giant' in the center, and 'Go to' and 'Hi Skava' with dropdown arrows on the right. Below the header, there is a section for 'T-Giant B2B Store' with a '10' rating and 'Created : 07.17.2018'. Below this are two buttons: 'Refresh Product Data' and 'Refresh Category Data'. The main content area is a grid of buttons with icons and right-pointing arrows. The buttons are: 'Accounts', 'Catalog', 'Customers', 'Merchandising', 'Notifications', 'Orders', 'Pricing', 'Promotions', and 'Subscription'. The 'Subscription' button is highlighted with a red rectangular border. At the bottom of the page, there is a copyright notice 'Copyright 2019 Skava. All rights reserved.'

The Subscription landing page appears:

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Hi skava

T-Giant

Subscriptions

Affecting 1 Stores

Subscriptions

Subscription Id

E-Mail

SKU ID

SKU Name

Reset

Go

Subscription Id	SKU ID	SKU Name	Subscription request date	User name	E-Mail	Frequency	Status	
39	201908220823108004	Mens_Collections201908220823106943	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
40	201908220823109783	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
41	201908220823101706	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
42	20190822082310582	Mens_Collections201908220823103580	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
43	201908220823102645	Mens_Collections201908220823107450	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
44	201908220823109024	Mens_Collections201908220823107849	2019-08-22 13:53:11	-	-	MONTHS	CANCELED	
45	201908220823108406	Mens_Collections201908220823104595	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
46	201908220823104415	Mens_Collections201908220823101397	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
47	201908220823109634	Mens_Collections201908220823103356	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
48	201908220823109076	Mens_Collections201908220823105977	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕

Showing 1 to 10 of 12 entries

Previous

1

2

Next

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▮ Viewing the Subscription Requests

[Accessing the Subscription Console \[#ViewSubscription\]](#). | [Configuring Search Parameter \[#ConfigureSearch\]](#)

In the Subscriptions homepage, you can view all the subscription requests:

Note:

- Pagination option appears in all screens that contain the subscription request data.
- To navigate to the next page, click **Next**.
- By default, 10 subscription requests per screen will appear.

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T-Giant

Subscriptions

Affecting 1 Stores

Subscriptions

Subscription Id

E-Mail

SKU ID

SKU Name

Reset

GO

Subscription Id	SKU ID	SKU Name	Subscription request date	User name	E-Mail	Frequency	Status
39	201908220823108004	Mens_Collections201908220823106943	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE
40	201908220823109783	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE
41	201908220823101706	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE
42	20190822082310582	Mens_Collections201908220823103580	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE
43	201908220823102645	Mens_Collections201908220823107450	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE
44	201908220823109024	Mens_Collections201908220823107849	2019-08-22 13:53:11	-	-	MONTHS	CANCELED
45	201908220823108406	Mens_Collections201908220823104595	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE
46	201908220823104415	Mens_Collections201908220823101397	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE
47	201908220823109634	Mens_Collections201908220823103356	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE
48	201908220823109076	Mens_Collections201908220823105977	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE

Showing 1 to 10 of 12 entries

Previous

1

2

Next

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Configuring Search Parameters

[Viewing the Subscription Requests \[#ViewSubscription\]](#). | [Canceling a Subscription Request \[#CancelSubscription\]](#)

In the Subscriptions page, you can search the subscription request(s) based on **Subscription ID**, **E-Mail**, **SKU ID**, **SKU Name**, and/or **Subscription request date**, modify the search fields in the header, and modify the appearance of the subscription request rows per screen.

Search for Subscription Requests

To search for subscription request,

1. Click the **Subscription Id**, **E-Mail**, **SKU ID**, or **SKU Name** drop-down list in the header to open an **entry field** to provide search criteria.

Note: For displaying a predefined number of subscription requests per screen, see

Selecting Predefined Rows [#PredefinedRows].

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Subscriptions

Affecting 1 Stores

Subscriptions

Subscription Id

SKU ID

SKU Name

Subscription request date

User name

E-Mail

Frequency

Status

39	201908220823108004	Mens_Collections201908220823106943	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
40	201908220823109783	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
41	201908220823101706	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
42	20190822082310582	Mens_Collections201908220823103580	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
43	201908220823102645	Mens_Collections201908220823107450	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
44	201908220823109024	Mens_Collections201908220823107849	2019-08-22 13:53:11	-	-	MONTHS	CANCELED	✕
45	201908220823108406	Mens_Collections201908220823104595	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
46	201908220823104415	Mens_Collections201908220823101397	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
47	201908220823109634	Mens_Collections20190822082310356	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
48	201908220823109076	Mens_Collections201908220823105977	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕

Showing 1 to 12 of 12 entries

Previous 1 2 Next

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2. Enter the desired search criteria in the search field, and then click **Go**:

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Subscriptions

Affecting 1 Stores

Subscriptions

Subscription Id

SKU ID

SKU Name

Subscription request date

User name

E-Mail

Frequency

Status

39	201908220823108004	Mens_Collections201908220823106943	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
40	201908220823109783	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
41	201908220823101706	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
42	20190822082310582	Mens_Collections201908220823103580	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
43	201908220823102645	Mens_Collections201908220823107450	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
44	201908220823109024	Mens_Collections201908220823107849	2019-08-22 13:53:11	-	-	MONTHS	CANCELED	✕
45	201908220823108406	Mens_Collections201908220823104595	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
46	201908220823104415	Mens_Collections201908220823101397	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
47	201908220823109634	Mens_Collections20190822082310356	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
48	201908220823109076	Mens_Collections201908220823105977	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕

Showing 1 to 10 of 12 entries

Previous 1 2 Next

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The subscription request(s), which matches the search criteria appears:

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Subscriptions

Affecting 1 Stores

Subscriptions

Subscription Id: 40

E-Mail

SKU ID

SKU Name

Reset

Go

Subscription Id	SKU ID	SKU Name	Subscription request date	User name	E-Mail	Frequency	Status
40	201908220823109783	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE

Showing 1 to 1 of 1 entry

Previous 1 Next

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Modify Searchable Fields

To modify the searchable fields,

1. Click the vertical ellipse available at the beginning of the search field.
2. Select or deselect the items to add or remove the searchable fields in the header:

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Subscriptions

Affecting 1 Stores

Subscriptions

Subscription Id

E-Mail

SKU ID

SKU Name

Reset

Go

Search

☒ Subscription Id
☒ E-Mail
☐ Subscription request date
☒ SKU ID
☒ SKU Name
☐ Row Select

Subscription Id	SKU ID	SKU Name	Subscription request date	User name	E-Mail	Frequency	Status
08004	201908220823106943	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE
09783	201908220823106688	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE
01706	201908220823106688	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE
42	20190822082310582	Mens_Collections201908220823103580	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE
43	201908220823102645	Mens_Collections201908220823107450	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE
44	201908220823109024	Mens_Collections201908220823107849	2019-08-22 13:53:11	-	-	MONTHS	CANCELED
45	201908220823108406	Mens_Collections201908220823104595	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE
46	201908220823104415	Mens_Collections201908220823101397	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE
47	201908220823109634	Mens_Collections201908220823103356	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE
48	201908220823109076	Mens_Collections201908220823105977	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE

Showing 1 to 10 of 12 entries

Previous 1 2 Next

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The selected searchable fields appear in the header:

Subscriptions

Subscription request date: 2019-09-1... ▾

Reset Go

Subscription id	SKU ID	SKU Name	Subscription request date	User name	E-Mail	Frequency	Status
115	201909061117029874	Mens_Collections201909061117024868	06 Sep 2019	-	-	MONTHS	ACTIVE
116	201909061117028446	Mens_Collections201909061117028899	06 Sep 2019	-	-	MONTHS	ACTIVE
117	201909061117025772	Mens_Collections20190906111702916	06 Sep 2019	-	-	MONTHS	ACTIVE
118	201909061117026118	Mens_Collections201909061117021248	06 Sep 2019	-	-	MONTHS	ACTIVE
119	201909061117023244	Mens_Collections201909061117026274	06 Sep 2019	-	-	MONTHS	ACTIVE
120	20190906111702550	Mens_Collections201909061117023408	06 Sep 2019	-	-	MONTHS	ACTIVE
121	201909061117021326	Mens_Collections201909061117027883	06 Sep 2019	-	-	MONTHS	ACTIVE
122	201909061117022268	Mens_Collections201909061117029405	06 Sep 2019	-	-	MONTHS	ACTIVE
123	201909061117024980	Mens_Collections201909061117023074	06 Sep 2019	-	-	MONTHS	ACTIVE
124	201909061117026820	Mens_Collections201909061117023431	06 Sep 2019	-	-	MONTHS	ACTIVE

Showing 1 to 10 of 12 entries

Previous 1 2 Next

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[] Selecting Predefined Rows

By default, 10 subscription requests per screen will appear, but the number of subscription requests per screen can be modified as follows:

1. Click the vertical ellipse available at the beginning of the search field.

2. Select **Row Select**. The **Row Select** appears as part of the search criteria.

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Subscriptions

Affecting 1 Stores

Subscriptions

Subscription Id

E-Mail

SKU ID

SKU Name

Reset

Go

Search

Subscription Id

E-Mail

Subscription request date

SKU ID

SKU Name

Row Select

		SKU Name	Subscription request date	User name	E-Mail	Frequency	Status	
	108004	Mens_Collections201908220823106943	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
	109783	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
41	201908220823101706	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	✕
42	20190822082310582	Mens_Collections201908220823103580	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
43	201908220823102645	Mens_Collections201908220823107450	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
44	201908220823109024	Mens_Collections201908220823107849	2019-08-22 13:53:11	-	-	MONTHS	CANCELED	
45	201908220823108406	Mens_Collections201908220823104595	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
46	201908220823104415	Mens_Collections201908220823101397	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
47	201908220823109634	Mens_Collections201908220823103356	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕
48	201908220823109076	Mens_Collections201908220823105977	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	✕

Showing 1 to 10 of 12 entries

Previous12Next

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3. Select **10 Rows**, **25 Rows**, or **50 Rows** from the drop-down list.

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Subscriptions

Affecting 1 Stores

Subscriptions

Subscription Id

E-Mail

SKU ID

SKU Name

Reset

Go

Row Select : 25 Rows

10 Rows

25 Rows

50 Rows

		SKU Name	Subscription request date	User name	E-Mail	Frequency	Status	
	201909061117029874	Mens_Collections201909061117024868	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	201909061117028446	Mens_Collections201909061117028899	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	201909061117025772	Mens_Collections20190906111702916	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	201909061117026118	Mens_Collections201909061117021248	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	201909061117023244	Mens_Collections201909061117026274	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	20190906111702550	Mens_Collections201909061117023408	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	201909061117021326	Mens_Collections201909061117027883	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	201909061117022268	Mens_Collections201909061117029405	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	201909061117024980	Mens_Collections201909061117023074	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	201909061117026820	Mens_Collections201909061117023431	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	201909061117025914	Mens_Collections201909061117028343	06 Sep 2019	-	-	MONTHS	ACTIVE	✕
	201909061117037226	Mens_Collections201909061117036303	06 Sep 2019	-	-	MONTHS	ACTIVE	✕

Showing 1 to 12 of 12 entries

Previous1Next

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4. Click the **Go** button. The selected rows of subscription request appear in the screen.
Note: To reset the search field in the header, click the **Reset** button.

Canceling a Subscription Request

[Configuring Search Parameter \[#ConfigureSearch\]](#) | [Revision History \[#RevisionHistory\]](#)

In the Subscriptions page, you can cancel an active subscription request.

To cancel an active subscription request,

1. Click the **cancel** icon against the desired subscription request.

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SubscriptionsAffecting 1 Stores

Subscriptions

Subscription Id

E-Mail

SKU ID

SKU Name

Reset

Go

Subscription Id	SKU ID	SKU Name	Subscription request date	User name	E-Mail	Frequency	Status	
39	201908220823108004	Mens_Collections201908220823106943	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	
40	201908220823109783	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	
41	201908220823101706	Mens_Collections201908220823106688	2019-08-22 13:53:10	-	-	MONTHS	ACTIVE	
42	20190822082310582	Mens_Collections201908220823103580	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	
43	201908220823102645	Mens_Collections201908220823107450	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	
44	201908220823109024	Mens_Collections201908220823107849	2019-08-22 13:53:11	-	-	MONTHS	CANCELED	
45	201908220823108406	Mens_Collections201908220823104595	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	
46	201908220823104415	Mens_Collections201908220823101397	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	
47	201908220823109634	Mens_Collections201908220823103356	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	
48	201908220823109076	Mens_Collections201908220823105977	2019-08-22 13:53:11	-	-	MONTHS	ACTIVE	

Showing 1 to 10 of 12 entries

Previous

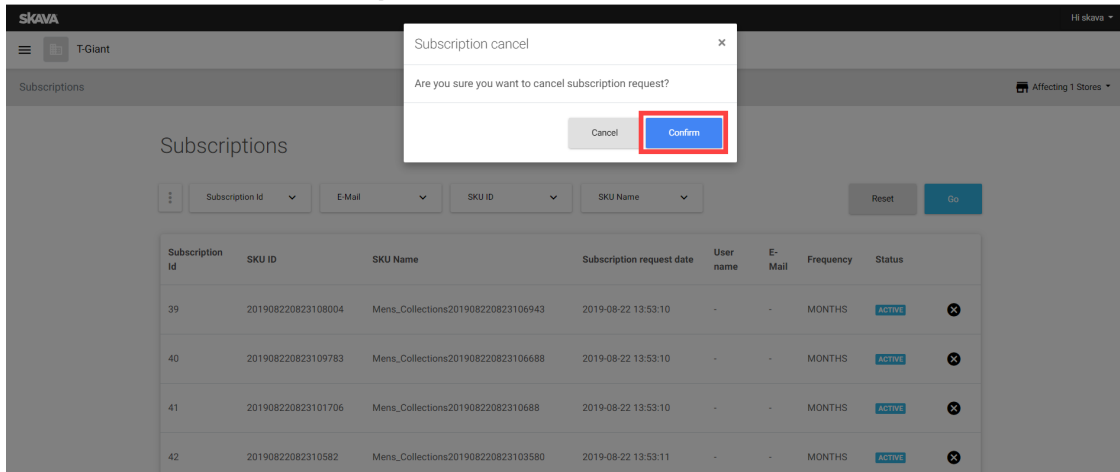
1

2

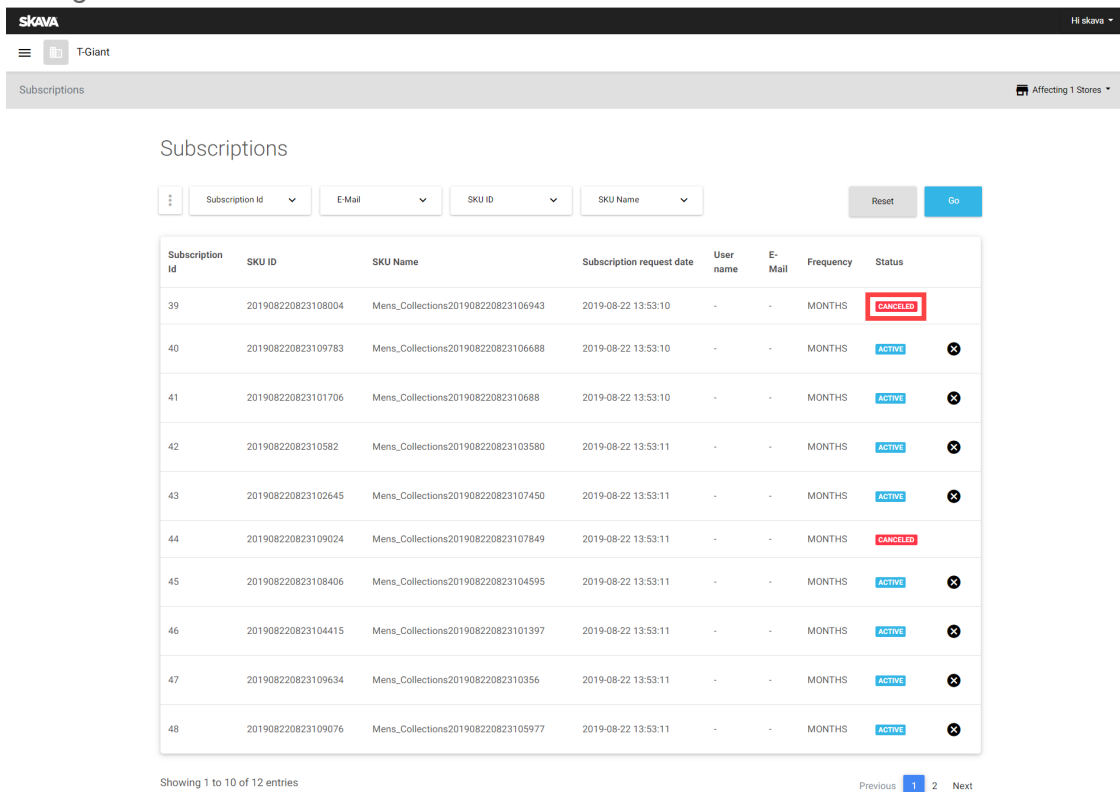
Next

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2. Click **Confirm** in the **Subscription cancel** modal:



The subscription request is canceled and status of the subscription request is changed to **CANCELED**:



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[Canceling a Subscription Request](#) [[#CancelSubscription](#)] | [top](#) [[#top](#)]

Revision History

2020-03-28 | AM- Minor copyedit.

2019-08-22 | AM – Content uploaded.

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