



Address: 24 Luna Close :: Swindon
Wiltshire SN25 2LZ
United Kingdom
Phone: +44 (0) 8000112569
Email: info@datalinkuk.com
Internet: <http://www.datalinkuk.com>

User's Manual

Corporate Package

Modules and Features

Connecting Ecommerce and ERP

QA: Alexey Manuylov

Technical Writer: Yana Lovyagina

Version 1.3



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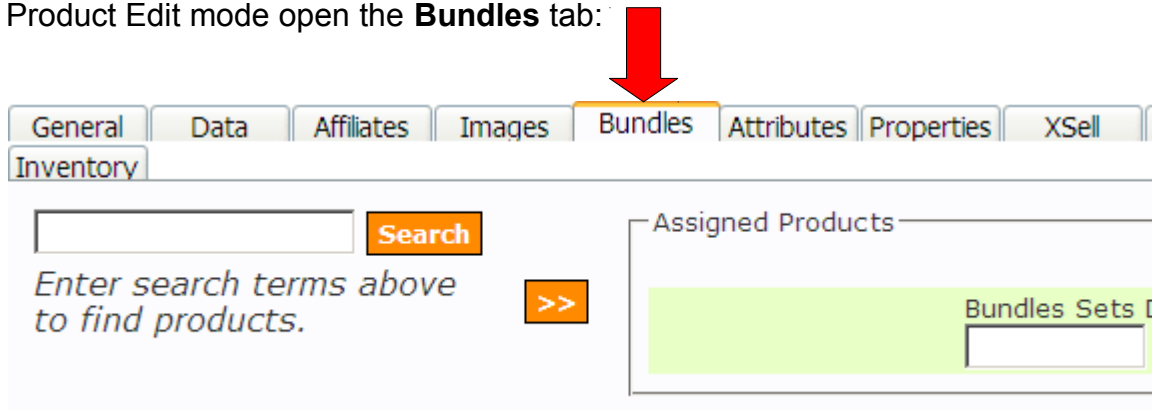
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Bundle Sets

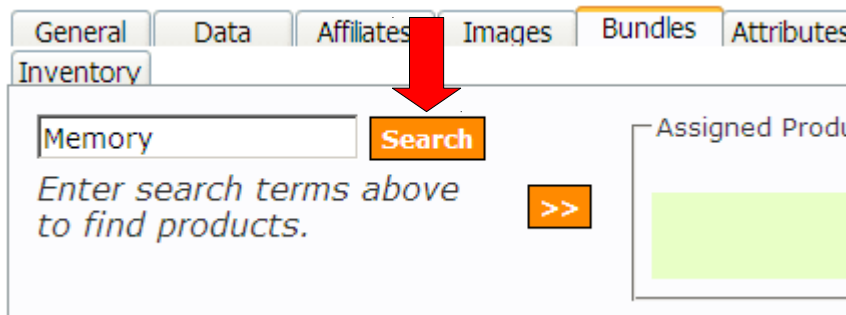
It's possible to create Bundle products sets in the Catalogue of Administration Panel. On frontend the bundle product looks like a normal product, but it displays so called «bundle» price: the sum of products prices included in the bundle. It also displays the list of included products in the «Products in Set» box on the Product Info page. If the bundle has discount specified, the bundle price will be crossed out and a discount price will be displayed next to it highlighted in red.

To create a bundle set, go to Admin Panel > Catalog section and click the **New Product** button to add a new product to the list.

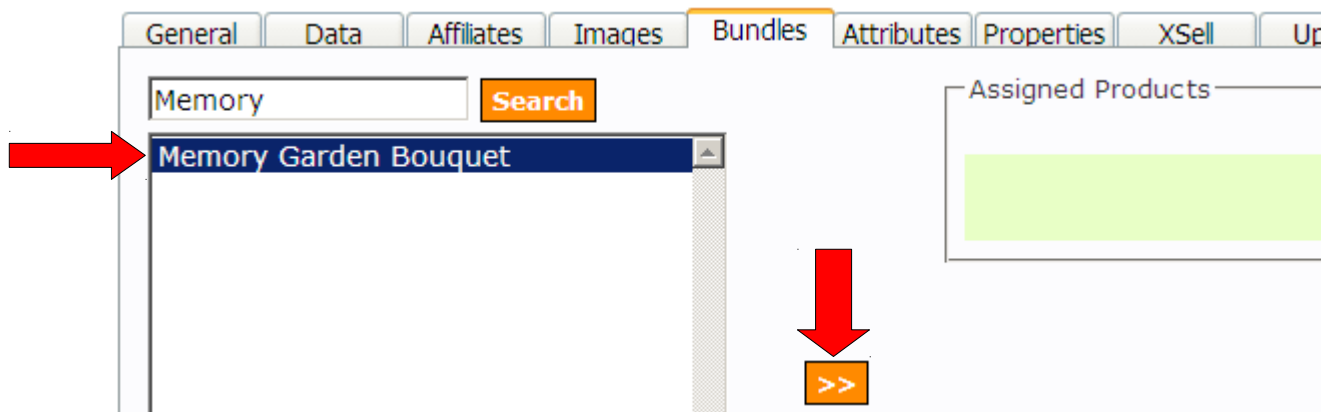
From the Product Edit mode open the **Bundles** tab:



Type a product's name in the field and click the **Search** button to find product(s).



Select a product from the list and click the «>>» button to add it to the bundles set.



Find and add as many products as you need. The bundle set could look as follows (for example):

butes Properties XSell UpSell Inventory

Assigned Products

Memory Garden Bouquet	Number: <input type="text" value="1"/>	Sort Order: <input type="text" value="1"/>	<input type="button" value="-"/>
Crabapple Bonsai	Number: <input type="text" value="1"/>	Sort Order: <input type="text" value="1"/>	<input type="button" value="-"/>
Wine Grape Bonsai	Number: <input type="text" value="1"/>	Sort Order: <input type="text" value="1"/>	<input type="button" value="-"/>

Bundles Sets Discount (%):

You can set a quantity of bundle products in the **Number** field.

butes Properties XSell UpSell Inventory

Assigned Products

Memory Garden Bouquet	Number: <input type="text" value="1"/>	Sort Order: <input type="text" value="1"/>	<input type="button" value="-"/>
Crabapple Bonsai	Number: <input type="text" value="1"/>	Sort Order: <input type="text" value="1"/>	<input type="button" value="-"/>
Wine Grape Bonsai	Number: <input type="text" value="1"/>	Sort Order: <input type="text" value="1"/>	<input type="button" value="-"/>

Bundles Sets Discount (%):

...as well as a product's **Sort Order** in the list:

butes Properties XSell UpSell Inventory

Assigned Products

Memory Garden Bouquet	Number: <input type="text" value="1"/>	Sort Order: <input type="text" value="1"/>	<input type="button" value="-"/>
Crabapple Bonsai	Number: <input type="text" value="1"/>	Sort Order: <input type="text" value="1"/>	<input type="button" value="-"/>
Wine Grape Bonsai	Number: <input type="text" value="1"/>	Sort Order: <input type="text" value="1"/>	<input type="button" value="-"/>

Bundles Sets Discount (%):

You can also set a discount for bundles in the **Bundles Sets Discount (%)** field:

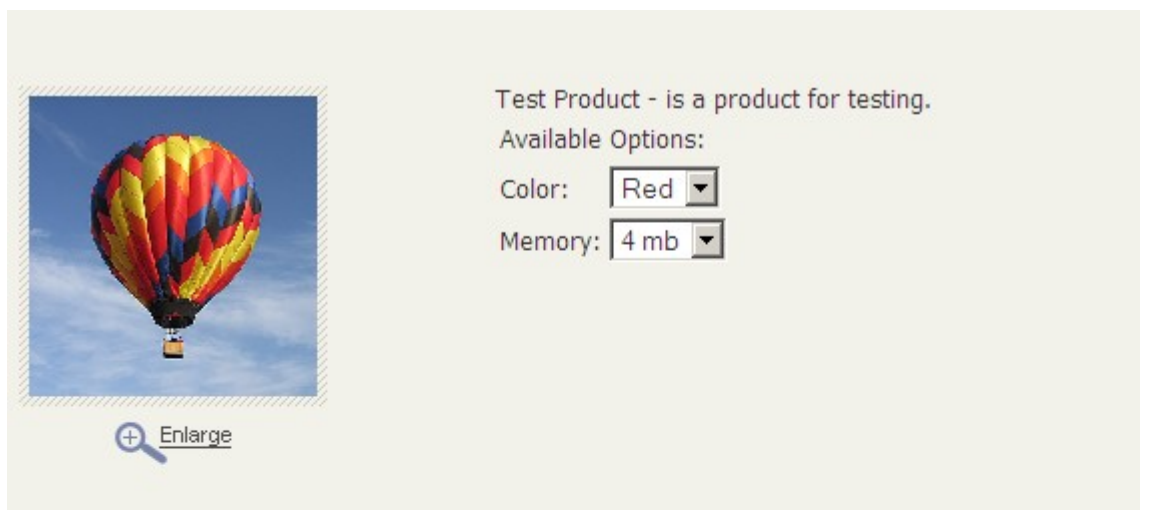
Assigned Products

Memory Garden Bouquet	Number: 1	Sort Order: 1	-
Crabapple Bonsai	Number: 1	Sort Order: 1	-
Wine Grape Bonsai	Number: 1	Sort Order: 1	-




Bundles Sets Discount (%): 5

Click the **Preview**, and then – the **Update** button.

Go to the website frontend and see how the bundle set is displayed. In the **Products in Set** box you can see the products added to the bundle set, as well as their **Quantity** and **Regular Price**:




Test Product - is a product for testing.
Available Options:
Color: Red
Memory: 4 mb

Products in Set	Qty	Regular Price
 Memory Garden Bouquet Package: Boxed Memory: 16 mb Version: PS/2	1	£15.00
 Crabapple Bonsai	1	£25.00
 Wine Grape Bonsai	1	£50.00

If the bundle set has a discount, the regular price will be crossed out and the price with discount will be displayed next to it highlighted in red.



If a product which belongs to the bundle set has attributes, the «attributes» dropdown list will be displayed and a customer will be able to choose attributes.

Products in Set		Qty	Regular Price
	Memory Garden Bouquet	1	£15.00
	Package: <input type="text" value="Boxed"/>		
	Memory: <input type="text" value="16 mb"/>		
	Version: <input type="text" value="PS/2"/>		

Note: If a product is already included in the bundle set, it can't be a bundle product itself (the Bundles tab is disabled for such a product).

GiveAway Products

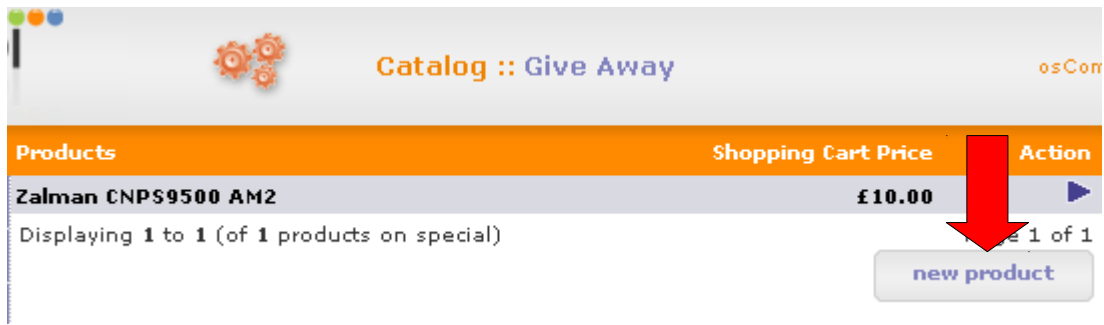
The GiveAway products are products that the store owner wants to sell/give away as soon as possible. The GiveAway products are created in the Administration panel. The GiveAway product is based on any product which is available in the Administration panel, plus on specifying the lowest order amount that will allow the GiveAway product to be available on site.

All GiveAway products are listed on the Shopping Cart page. A text explaining how much money a customer has to spend to receive the GiveAway product is displayed on the Shopping Cart section as well.

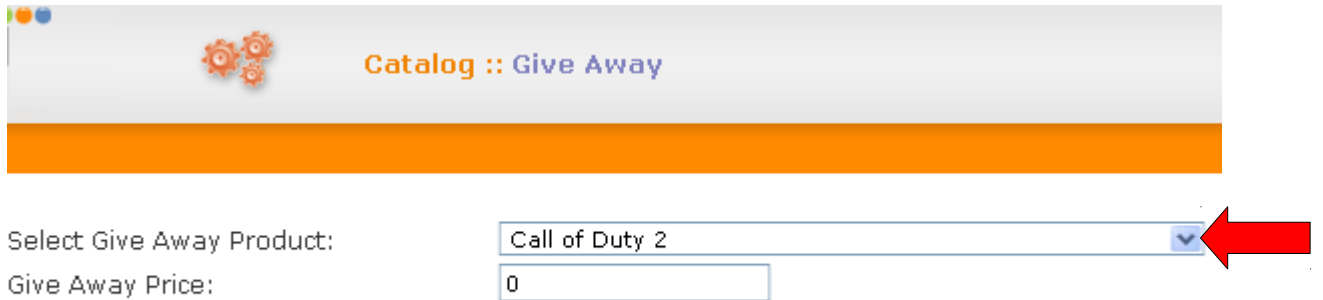
A customer can add any one GiveAway to the shopping cart free of charge. It's also possible to buy a GiveAway separately for a regular price if it is enabled.

Admin Part

1. Go to the Admin Panel > Catalog > GiveAways section. On this page you can create/edit/delete the GiveAway products. To add a new GiveAway, click the **New Product** button.



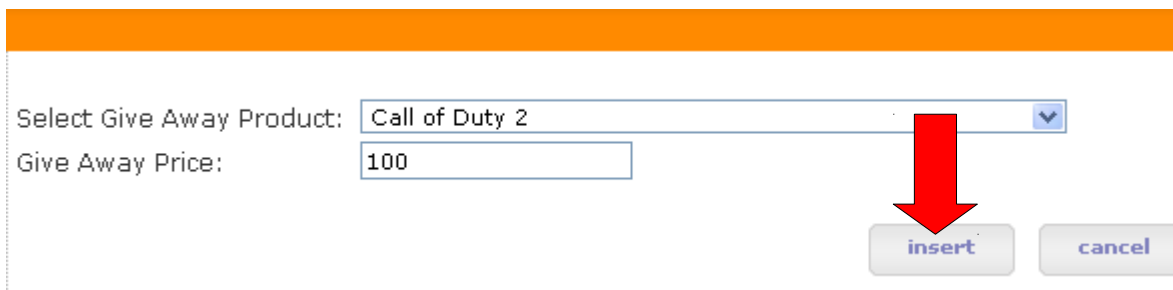
2. Select a product in the dropdown list.



3. Specify **GiveAway Price** (the price which must be paid for the products in order to let a customer to buy a GiveAway).



4. When you've finished, click the **Insert** button.

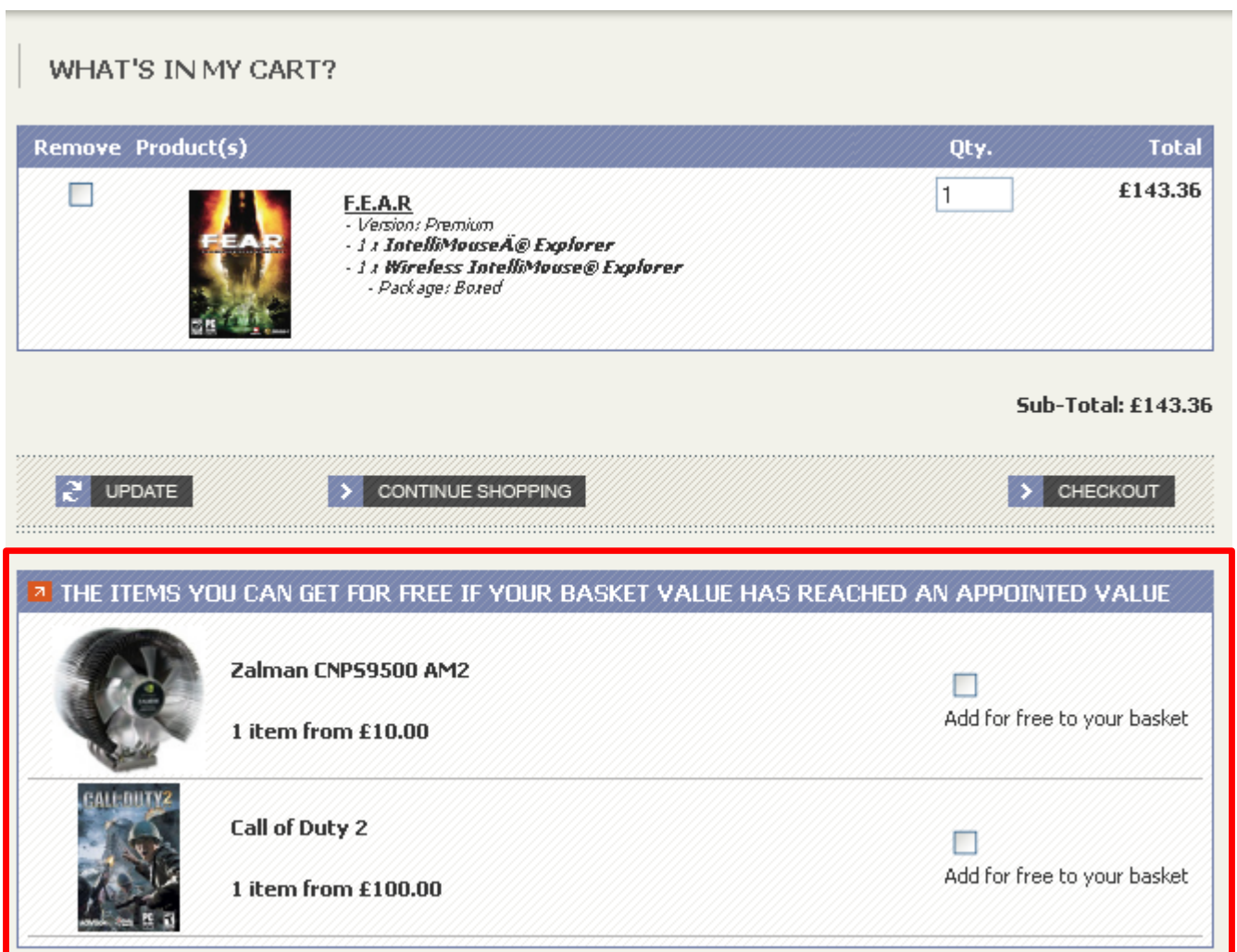


5. You can **Edit/Delete** the GiveAway product using appropriate buttons in the right column.



User Part

On frontend your Give Away will appear on the Shipping Cart page if the total order's price will be £100 or more (because we put the Give Away Price = 100, see above).



For example, add any product costing more than 100 to cart, and find the Give Aways, in the **The items you can get for free if your basket value has reached an appointed value** box below.

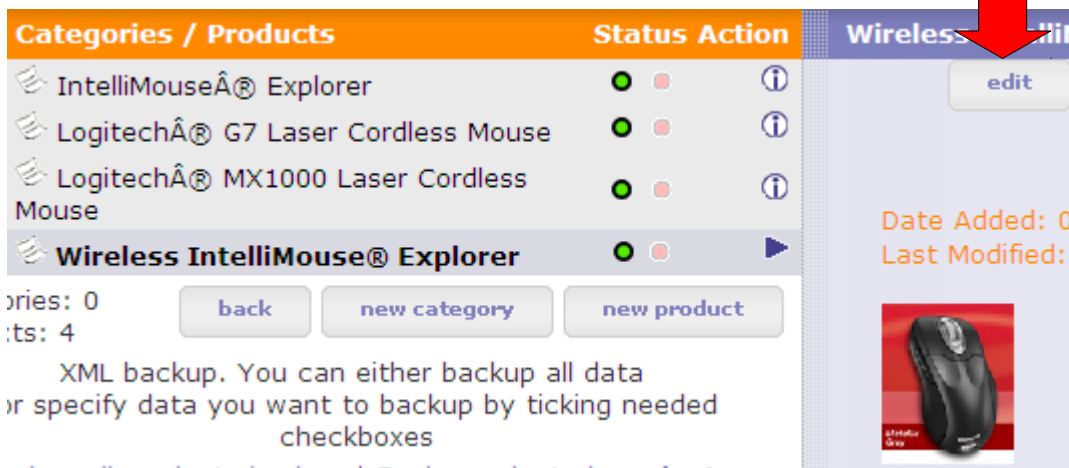
To buy the Give Away together with the product in cart, select the **Add for free to your basket** checkbox located opposite the product's name.



Product Properties and Product Finder

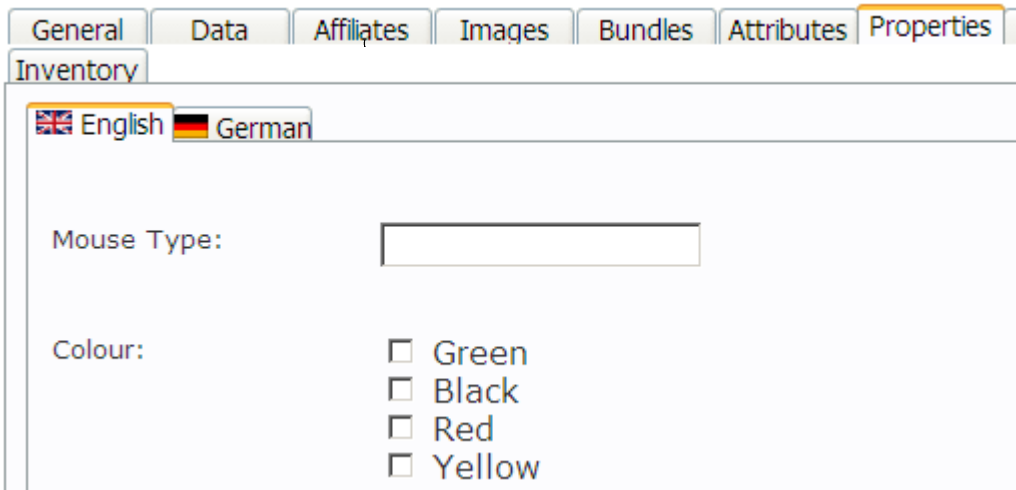
An Administrator of webshop can set products properties, which will help customers search for the products on frontend, as well as will give additional details of the product on product info page, and provide quick and convenient shopping.

1. Go to Admin Panel > Catalog section and select a product.

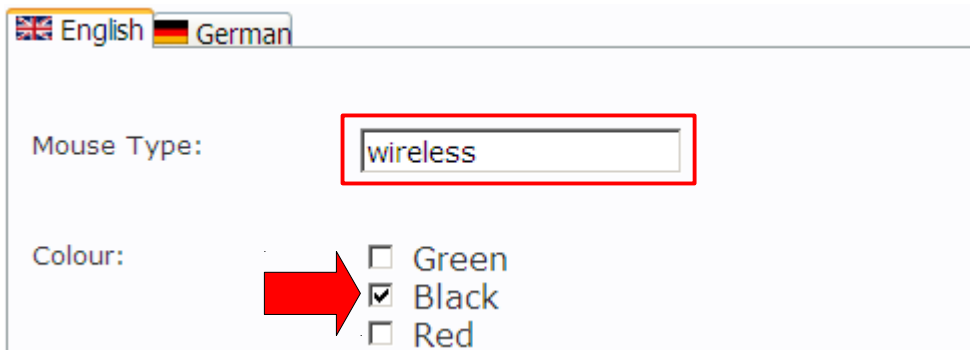


2. In the edit page click the **Properties** tab.

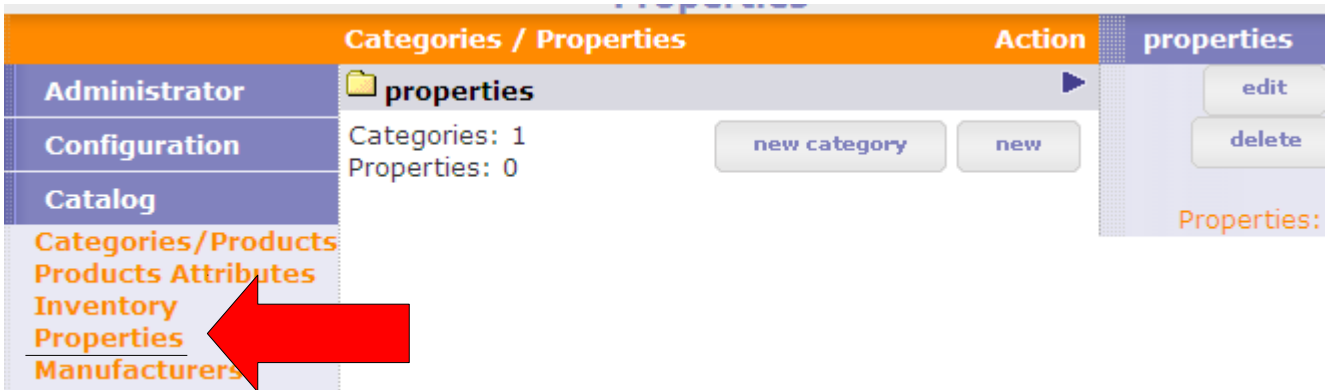




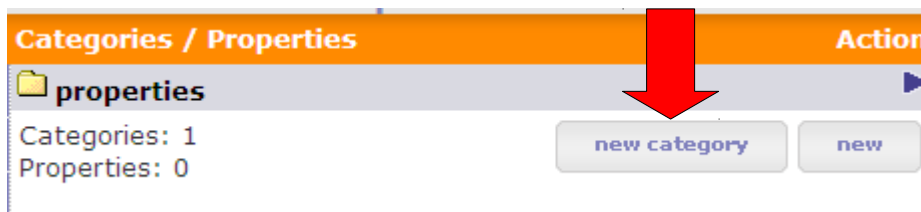
In the Properties screen you can specify properties values in the fields (or select checkboxes/radio buttons if any).



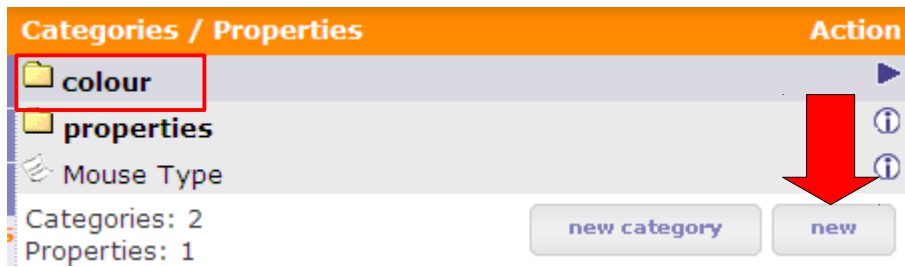
Properties are created from the **Admin Panel > Catalog > Properties** section:



Create a category first, using the **New Category** button, for example, *Colour*:





Then, open the *Colour* category and click the **New** button to create a property within a category (you can also create a property without a category):




In the Property Edit mode you can setup different options to the property.

Properties type:

Use additional info:

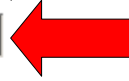
Properties Name: 


Properties Description: 



Properties Type:

● **Input, max length 255 symbols** - if this type is selected, the field for short description (length is not more than 225 symbols) will appear in the Catalog > Product > Edit > Property screen. Select the type, specify property's name (e.g. *Mouse Type*) and click the **Save** button.

New Property in "Top"

Properties type: 

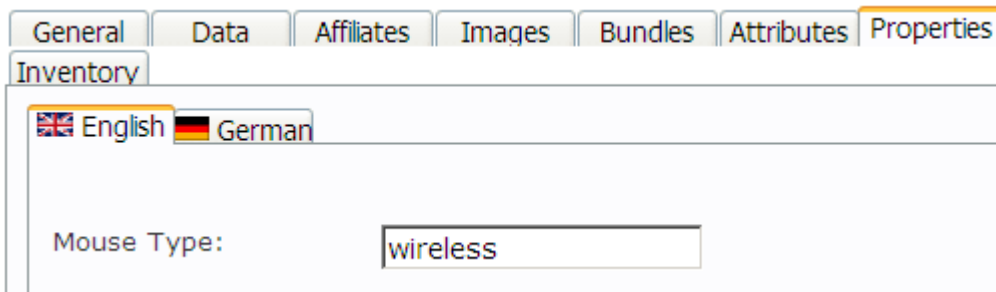
Use additional info:

Properties Name: 


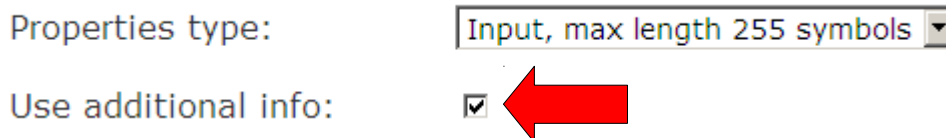
The field will appear in the Product Edit page > Properties tab.



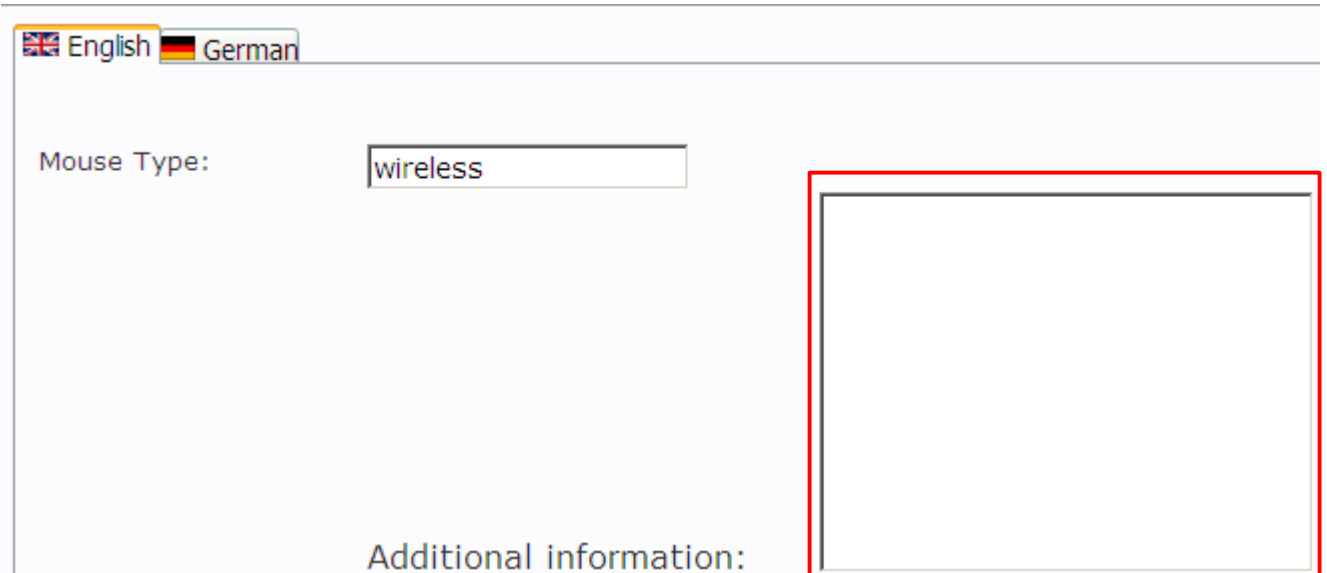
You will be able to specify property's value in the field, for example, *wireless*:



Also, if you select the **Use additional info** checkbox on the Catalog > Properties > Edit Property screen:

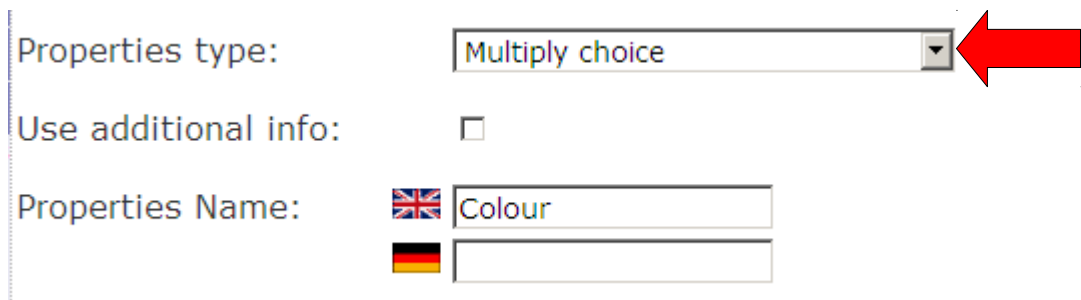


...the **Additional Information** field will appear on the Product Edit page > Properties tab:

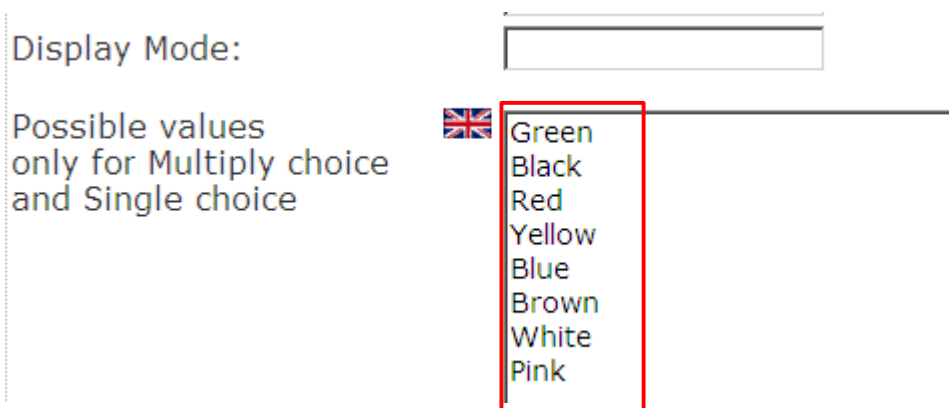


In that field you can specify additional information of the property, if any.

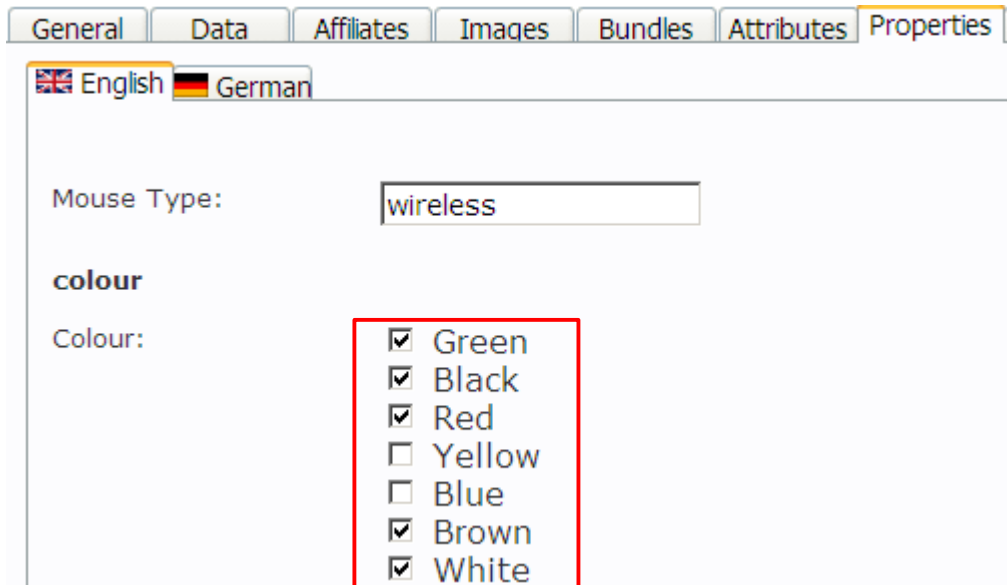
● **Multiply choice/Single choice** - if you select the Multiply Choice (or Single Choice) property type,



... you should use the **Possible Values** field on the Property Edit page. Specify a few variants for customer's choice in the column:



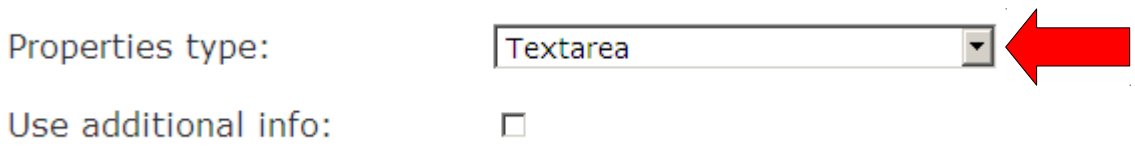
Your choice variants will appear on the Product > Edit > Properties tab as checkboxes, and you will be able to assign these to a current product:



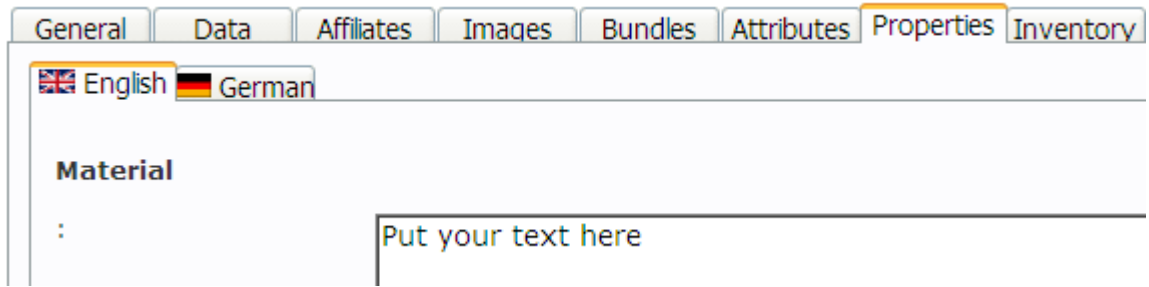
Note: If you selected the «Single choice» type, the values will show up as radio buttons (but only in Admin Panel, on frontend these will be displayed as checkboxes anyway):



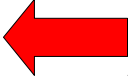
● **Text Area** - if you select the Textarea type,



...a text box will appear in the Product > Edit > Properties tab:



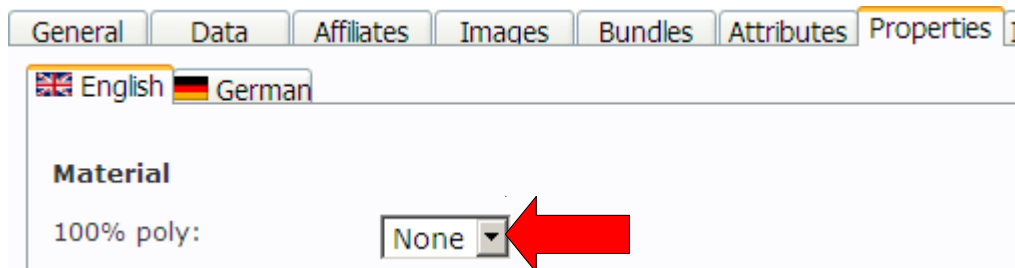
- **True/False** - if you select this type,

Properties type: 

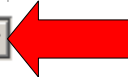
Use additional info:

Properties Name:

...the None/True/False dropdown will appear in the Product > Edit > Properties tab.



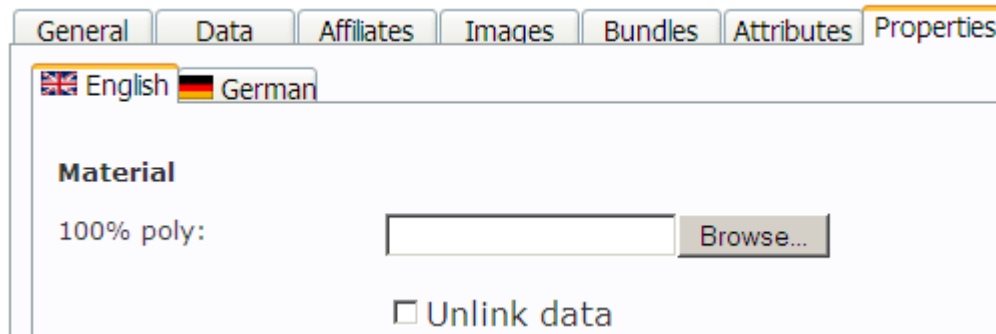
- **File for download** or **Image** - if you select one of these types,

Properties type: 

Use additional info:

Properties Name:

...the **Browse** button will appear in the Product > Edit > Properties tab, and you will be able to upload a file. *Note: You can use the **Unlink data** checkbox to remove the file.*



Display Mode:

In the **Display Mode** field specify where to display the property. Properties can be displayed on the Advanced Search page on frontend. To display property on Search page, specify «search» text in the field:



The property will appear on the **Advanced Search** page and customers will be able to search for a product by the property as well:

ADVANCED SEARCH

SEARCH CRITERIA

Search

[Search Help \[?\]](#)

Categories:	<input type="text" value="All Categories"/>
	<input checked="" type="checkbox"/> Include Subcategories
Manufacturers:	<input type="text" value="All Manufacturers"/>
Price From:	<input type="text"/>
Price To:	<input type="text"/>
Date From:	<input type="text" value="mm/dd/yyyy"/>
Date To:	<input type="text" value="mm/dd/yyyy"/>
Mouse Type:	<input type="text"/>
Colour:	<input type="checkbox"/> Green <input type="checkbox"/> Black <input type="checkbox"/> Red <input type="checkbox"/> Yellow <input type="checkbox"/> Blue <input type="checkbox"/> Brown <input type="checkbox"/> White

Customer can also select a product he/she needs by using special Filters located at the top of the page. For example, there are **Search by Brand** filter, **Search by Price** filter, and **Search by megapixels** filter in addition to the **Sort By** alphabetical filter.



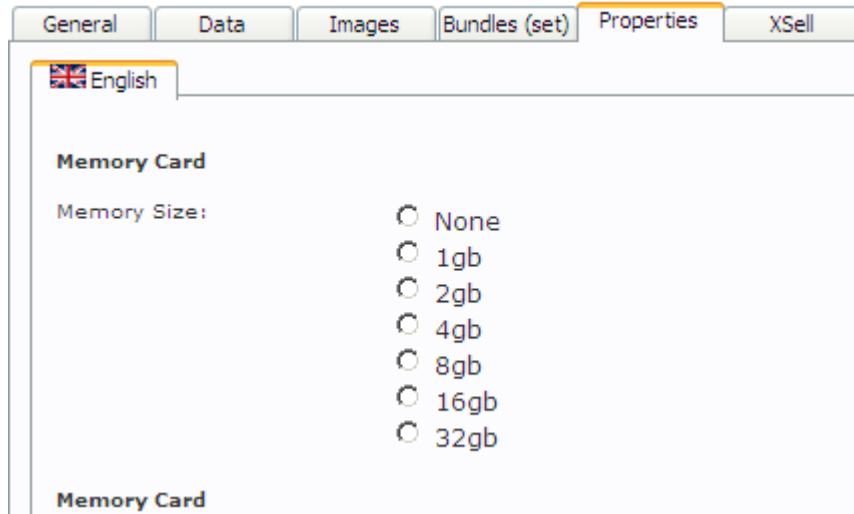
ing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer set a type specimen book. It has survived not only five centuries, but also the leap into electronic typesetting, remaining unchanged through the 1960s with the release of Letraset sheets containing Lorem Ipsum passages, and more recently with desktop publishing software like Aldus PageMaker which took advantage of the 12pt by 18pt grid for typesetting.

Welcome GUEST! Would you like to [log yourself in?](#) Or would you prefer to [create an account?](#)

Featured Products



For example, the **Search By megapixels** filter is set from the **Admin Panel > Catalog > Product Edit > Properties** screen. Select necessary radio button(s) next to the properties name(s).



*Note: The **Display Mode** field in the Property's edit mode should contain the «filter» word in that case.*

Google Base

Google Base is a free Google service that helps you virtually publish any kind of information -- be it your latest riveting screenplay or a listing for your slightly dented 1989 Honda Accord -- on Google Base or other Google properties.

To post a feed into database, a user should have an account at <http://base.google.com/>, where he/she should register and specify the following information:

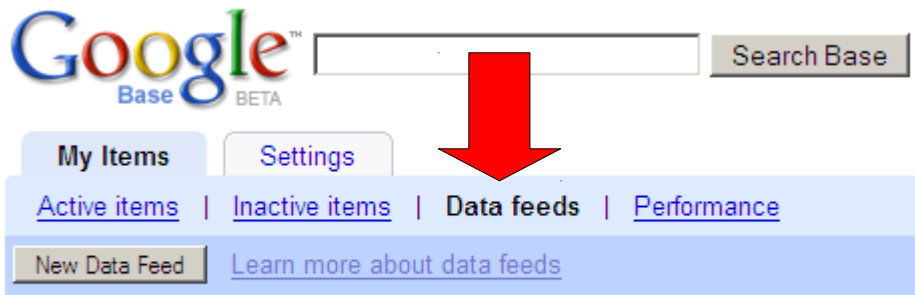
http://project_name and **google_base.php**.

This will allow generating a *.csv file, which contains all information needed for Google Base. Every time Google applies to http://project_name/google_base.php, the system creates an up-to-date CSV file and gives it to Google. This is an automatic process, so no human actions are required.

1. «http://project_name» is specified in the **Settings** tab > **Website URL** field:

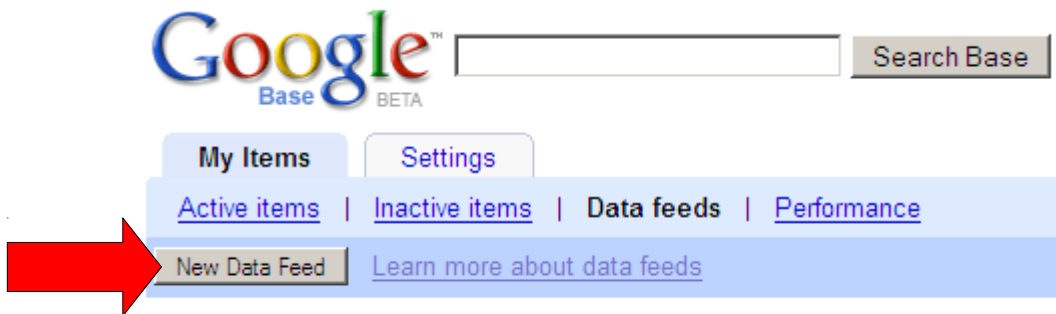
The screenshot shows the Google Base BETA interface. At the top, there is a search bar with the Google logo and a 'Search Base' button. Below this are two tabs: 'My Items' and 'Settings'. Under the 'Settings' tab, there are two sub-sections: 'Base settings' and 'Tax and Shipping settings'. The 'About me' section is visible, containing a text area for 'Display name' (filled with 'Yana Lovyagina') and a larger text area for 'Description (Optional)'. Below the description is a note: 'No more than 400 characters.' The 'Website URL (Optional)' field is highlighted with a red box and contains the text 'http://holbi.co.uk'. At the bottom of this section, there is a checkbox for 'This site contains content that may be unsuitable for minors.' which is currently unchecked.

2. «google_base.php» is specified in the **My Items** tab > **Data feeds** section.



You do not have any data feeds.

Click the **New Data Feed** button.



You do not have any data feeds.

Specify «google_base.php» in the **Data feed filename** field.

must match the target country you've specified.

Select the country where your items will be shown: United Kingdom

2. Select item type

Select the type of information that you are uploading. For example, select "Products" as the item type submitting items for Product Search.

Select the type of item in your data feed: - Select type -

3. Specify the data feed filename

The filename you enter here must match the filename of the data feed that you'll be uploading. This file can be changed later.

Data feed filename: google_base.php (Example: data_feed.txt)

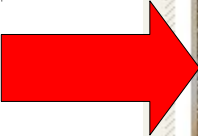
Accepted file formats and filename extensions are:

Product Image Lightbox

After clicking in the image on Product Info page,

PRINCE OF PERSIA: THE TWO THRONES

Model:PP2T



DESCRIPTION
Prince of Persia: Two Thrones picks up the incredible action and adventure of the series. In search of the peace that he longs for, he finds his homeland ravaged by war and the kingdom of the Sands of Time to save him. Now a fugitive, the Prince discovers that past battles have consequences.

FEATURES

- ◆ The third chapter of Ubisoft's revival of the classic Prince of Persia series
- ◆ For PC gaming, capable of online play against others or against AI


Available Options:

Package:

Version:

[Enlarge](#)

...a large popup image emerges on the screen.



PROFESSIONAL e-commerce solutions

Prince of Persia: The Two Thrones

RRP P

Prince has re captured and k Prince, who

Prince of Persia: The Two Thrones

DESCRIPTION
Prince of Persia: The Two Thrones picks up the incredible action and adventure of the series. In search of the peace that he longs for, he finds his homeland ravaged by war and the kingdom of the Sands of Time to save him. Now a fugitive, the Prince discovers that past battles have consequences.

FEATURES

- ◆ The third chapter of Ubisoft's revival of the classic Prince of Persia series
- ◆ For PC gaming, capable of online play against others or against AI

Available Options:

Package:

Version:

[Enlarge](#)

00

Prince of Persia: The Two Thrones

CLOSE X

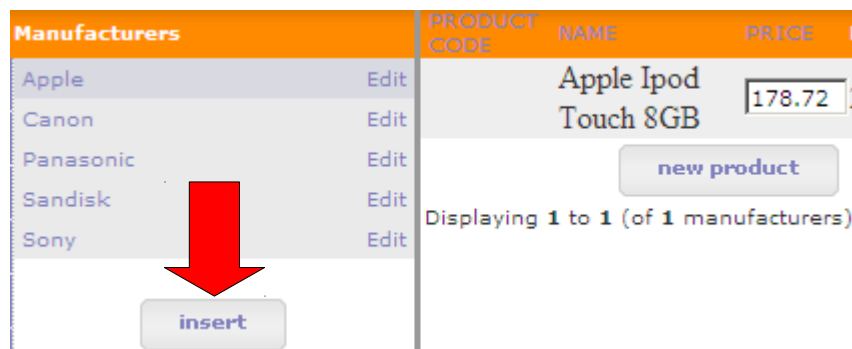
Brand Manager

Go to the **Admin Panel > Catalog > Brand Manager** section.



Here an Administrator can add/edit brands, add/edit/delete products and change price and stock values for all the products of brands existent in the web-shop.

To add a new brand, click the **Insert** button in the **Manufacturers** column.



In the column to the right, specify manufacturer's **Name** and **URL**, and upload an image via the **Browse** button. Then, click **Save**.

To add a new product to manufacturer, select the brand to the left first, then click the **New Product** button.



To change price, specify the price value in the **PRICE** column and click **Update**:

PRODUCT CODE	NAME	PRICE	PRICE(gross)	STK	VIS	Action
	Apple Ipod Touch 8GB	178.72	210.00	0	<input checked="" type="checkbox"/>	EDIT DELETE

new product update

Displaying 1 to 1 (of 1 manufacturers) Page 1 of 1

To change quantity in stock, specify value in the **STK** column and click **Update**:

PRODUCT CODE	NAME	PRICE	PRICE(gross)	STK	VIS	Action
	Apple Ipod Touch 8GB	178.72	210.00	10	<input checked="" type="checkbox"/>	EDIT DELETE

new product update

Displaying 1 to 1 (of 1 manufacturers) Page 1 of 1

To edit brands, use the **Edit** link.

Manufacturers	
Apple	Edit
Canon	Edit
Panasonic	Edit
Sandisk	Edit
Sony	Edit

To edit/delete products, use the appropriate links to the right.

PRODUCT CODE	NAME	PRICE	PRICE(gross)	STK	VIS	Action
	Apple Ipod Touch 8GB	178.72	210.00	0	<input checked="" type="checkbox"/>	EDIT DELETE

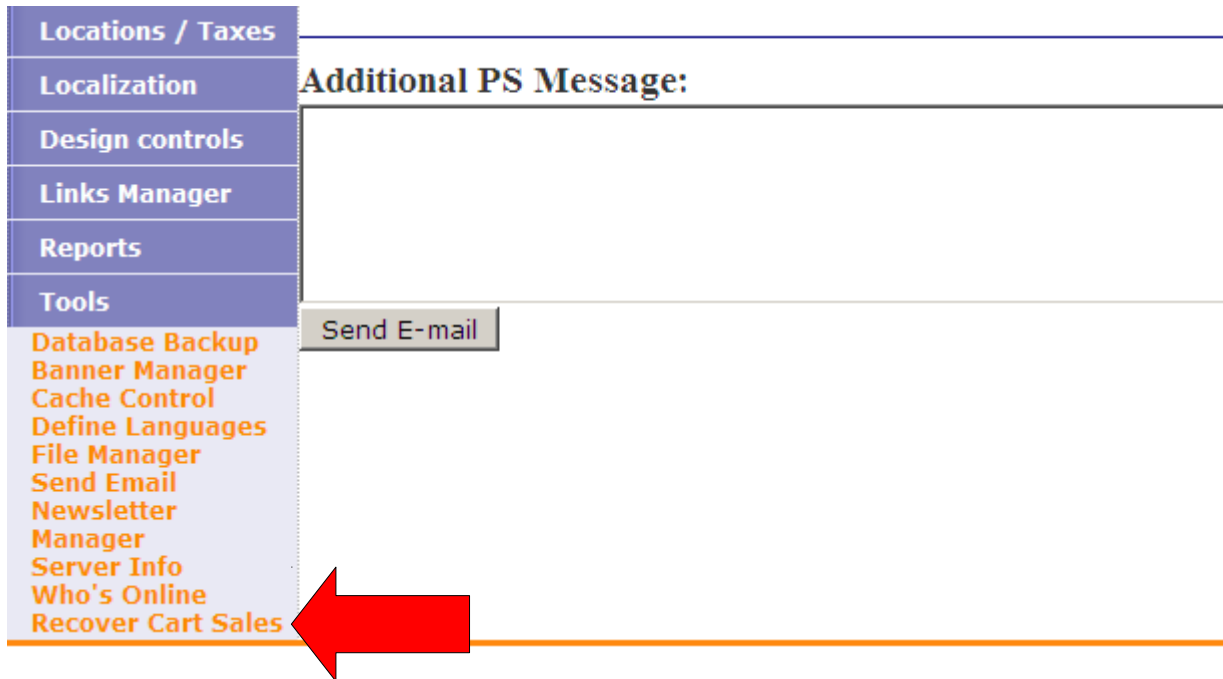
new product update

Displaying 1 to 1 (of 1 manufacturers) Page 1 of 1

Recovery of Abandoned Shopping Carts

Customers can put products into Shopping Cart but not buy them (they can postpone the purchase, for example). Administrator of the shop can send email to such customers and remind them about the products not purchased still.

1. Go to **Admin Panel > Tools > Recover Cart Sales** section.



2. There are customers and their shopping cart content displayed on this page.

Tools :: Recover Cart Sales v2.22 osCommerce | Catalog | Admin | Log

Show for last - days

CONTACTED	DATE	CUSTOMER NAME	E-MAIL	PHONE
<input checked="" type="checkbox"/> Uncontacted	10/06/2008	Vladislav Malyshev	malyshev@holbi.co.uk	+38050325841
	B21004B	AEG Single Oven 60cm B21004B		2 £600.00 £1,200.
				Cart Total: £1,200.
<input type="button" value="delete"/>				
<input checked="" type="checkbox"/> Uncontacted	10/06/2008	John Smith	trueloaded@holbi.co.uk	777-77-77
	G24TK6	The Elder Scrolls IV: Oblivion		1 £60.00 £60.
				Cart Total: £60.
<input type="button" value="delete"/>				

- 3. Every “uncontacted” customer (a checkbox) is selected by default. Administrator can send emails to them. “Uncontacted” customers are highlighted in green. Administrator can unselect the item or delete any of them using the **Delete** button.

CONTACTED	DATE	CUSTOMER NAME	E-MAIL	PHONE
<input checked="" type="checkbox"/>	10/06/2008	Vladislav Malyshev	malyshev@holbi.co.uk	+38050325841
	B21004B	AEG Single Oven 60cm B21004B	2	£600.00
				Cart Total: £1,200.

- 4. To send a notification email to customer, click the Send E-mail button at the bottom of the screen. You can also add some “P.S.” comments in the **Additional PS Message** box.

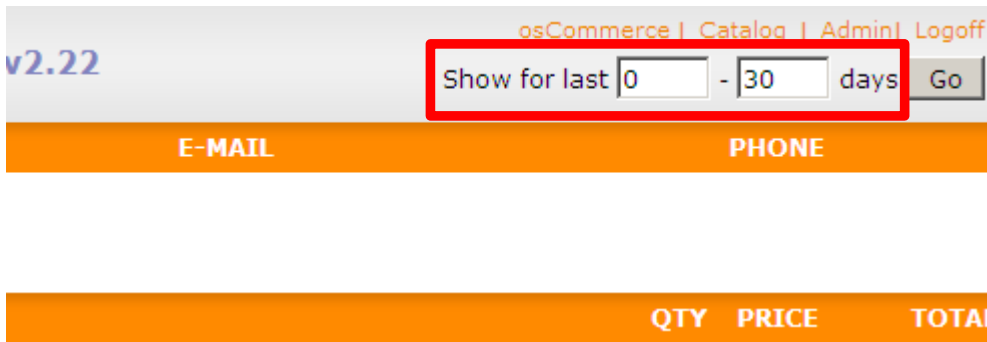
Additional PS Message:

After your email has been sent, the customer is removed from the list.

Tools :: Recover Cart Sales v2.22 osCommerce | Catalog | Admin | Logoff
 Show for last - days

CONTACTED	DATE	CUSTOMER NAME	E-MAIL	PHONE
				Grand Total: £0.00

There is a filter in the top right corner of the screen. Using it you can display information for a specific date range. For example, **0 to 30 days**.



You can set default values to this filter in the Admin Panel > Configuration > Recover Cart Sales section.

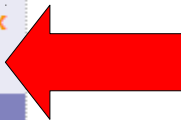


Note: Customers who were sent the email are highlighted in red.

ITEM	DESCRIPTION	QTY	PRICE	TOT
<input type="checkbox"/> 10/06/2008	10/06/2008 John Smith tueloaded@holbi.co.uk		777-77-77	
G245LV	Heroes of Might and Magic V	1	£60.00	£60.
Cart Total:				£60.

Administrator can preview a report about customers who returned and completed purchasing. To do that, go to the **Admin Panel > Reports > Recovered Sales Results** section.

Locations / Taxes
Localization
Design controls
Links Manager
Reports
Products Viewed
Products Purchased
Customer Orders-Total
Monthly Sales/Tax Recovered Sales Results
Tools



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Here, a list of “returned” customers is displayed.

Examined Records:	3				
Recovered Sales:	2 (Possible sales from customers who abandoned carts & were notified via RCS)				
S-Card ID	Date Added	Customer Name	Order Date	Status	Amount
2	10/06/2008	tester tester	10/06/2008	Delivered	£702.49
1	09/19/2008	Andrew Krolivets	09/19/2008	Delivered	£218.33
Total Recovered: 66.67%					£920.82

Note: Customer and his order's information is displayed in the Report if the order has status higher than the lowest one set by default. Default lowest status for such orders is specified in **Configuration > Recover Cart Sales** section.

Configuration	Skip days	5
	Sales Results Report days	90
My Store	Use Calculated taxes	false
Minimum Values	Use Fixed tax rate	false
Maximum Values	Fixed Tax Rate	.10
Images	E-Mail time to live	90
Customer Details	Friendly E-Mails	true
Shipping/Packaging	E-Mail Copies to	
Product Listing	Ignore Customers with Sessions	false
Stock	Show Attributes	false
Logging	Current Customer Color	0000FF
Cache	Uncontacted hilight color	9FFF9F
E-Mail Options	Contacted hilight color	FF9F9F
Download	Matching Order Hilight	9FFFFFF
GZip Compression	Skip Carts w/Matched Orders	true
Sessions	Autocheck "safe" carts to email	true
Recover Cart Sales	Match orders from any date	true
Affiliate Program		
Site Maintenance		
Links		
Newsdesk configuration		

In the **Lowest Pending sales status** field, Administrator can specify the lowest order's status.

Configuration :: Recover Cart Sales		
Title	Value	Action
Look back days	30	ⓘ
Skip days	5	ⓘ
Sales Results Report days	90	ⓘ
Use Calculated taxes	false	ⓘ
Use Fixed tax rate	false	ⓘ
Fixed Tax Rate	.10	ⓘ
E-Mail time to live	90	ⓘ
Friendly E-Mails	true	ⓘ
E-Mail Copies to		ⓘ
Ignore Customers with Sessions	false	ⓘ
Show Attributes	false	ⓘ
Current Customer Color	0000FF	ⓘ
Uncontacted hilight color	9FFF9F	ⓘ
Contacted hilight color	FF9F9F	ⓘ
Matching Order Hilight	9FFFFFF	ⓘ
Skip Carts w/Matched Orders	true	ⓘ
Autocheck "safe" carts to email	true	ⓘ
Match orders from any date	true	ⓘ
Lowest Pending sales status	Pending	▶
Report Even Row Style	dataTableRow	ⓘ
Report Odd Row Style		ⓘ

Until this status is changed to the higher one, the order will not be displayed in the Recover Sales Report. But as soon as the lowest status is changed (i.e. from Pending to Delivered), the returned customer's and order's information will appear in the **Reports > Recovered Sales Results** section.

osCommerce | Catalog | Admin | Logoff

Show for last days

Examined Records: 3

Recovered Sales: 2 (Possible sales from customers who abandoned carts & were notified via RCS)

S Cart ID	Date Added	Customer Name	Order Date	Status	Amount
2	10/06/2008	tester tester	10/06/2008	Delivered	£702.49
1	09/19/2008	Andrew Krolivets	09/19/2008	Delivered	£218.33

Total Recovered: 66.67% **£920.82**

Please find more features' descriptions included into this package [here](#).