

# CREATE THE ONLINE ONLY GIFT CODE PRODUCT

Structure	Appearance	Configuration	ABA Messa
Blocks			
Contact form			
Content types		Add content type	
Menus		ABA Product	
Taxonomy		Articles	
Views		Online Only Gift Code	

**Submission form settings**  
Name

**Publishing options**  
Published, Promoted to front page

**Display settings**  
Display author and date information.

**Menu settings**

**Ubercart product settings** 1  
Not shippable

Product and its derivatives are shippable.  
This setting can still be overridden on the node form.

**Product image field**  
None ▾  
The selected field will be used on Ubercart pages to repre

Save content type 2

Content	Structure	Appearance	Configuration
Add content		Articles	
Books		Blog entry	
Webforms		Online Only Gift Code	

**Name \*** 1  
Online Gift Code

**Description** 2  
Our 'Online Gift Code' makes a fantastic gift for any occasion!

**SKU \*** 3  
ONLINEGIFTCODE  
Product SKU/model.

**List price** \$ 0  
The listed MSRP.

**Cost** \$ 0  
Your store's cost.

**Sell price \*** \$ 0  
Customer purchase price.

Product is shippable. 5

Save and continue 6

Product **7** Options

### **8** Online Only Gift Code Amount

<input checked="" type="checkbox"/>	OPTIONS	DEFAULT	COST	PRICE
<input checked="" type="checkbox"/>	\$10	<input type="radio"/>	\$ 10.00	\$ 10.00
<input checked="" type="checkbox"/>	\$20	<input type="radio"/>	\$ 20.00	\$ 20.00
<input checked="" type="checkbox"/>	\$25	<input type="radio"/>	\$ 25.00	\$ 25.00
<input checked="" type="checkbox"/>	\$35	<input type="radio"/>	\$ 35.00	\$ 35.00
<input checked="" type="checkbox"/>	\$50	<input type="radio"/>	\$ 50.00	\$ 50.00
<input checked="" type="checkbox"/>	\$100	<input type="radio"/>	\$ 100.00	\$ 100.00

Submit **9**

## MANAGE DISPLAYS FOR GIFT CARD

- Blocks
- Contact form
- Content types
- Menus
- Taxonomy
- Views

- Add content type
- ABA Product
- Online Only Gift Code
- Page
- Poll

- Delete
- Manage fields
- Manage display

FIELD	LABEL	FORMAT
Description	<Hidden>	Default
Weight		Visible
Dimensions		Visible
Add to cart form		Visible
Reviews		Visible
<b>Hidden</b>		
Display price		Hidden
Sell price		Hidden
List price		Hidden
SKU		Hidden
Cost		Hidden

Save **2**

Repeat steps 1 and 2 for 'Teaser'

## SELLING GIFT CODES ON YOUR SITE

Now that you have created the 'Online Only Gift Code' product it can be sold on your site as a product. Orders will be submitted in the same way all orders are and will need to be completed just as other orders are.

## COMPLETE AN ONLINE ORDER FOR A ONLINE ONLY GIFT CODE

Store Content Struct

Orders

ACTIONS	ORDER ID
	54



You should receive a confirmation message letting you know:

- ✔ • Gift code 1713415352312178 has been e-mailed to Ryan@bookweb.org.
- A notification email has been sent to the customer who ordered the gift code
- Order updated.

## CREATE AN ONLINE ONLY GIFT CODE WITHOUT AN ONLINE ORDER

## BULK GENERATION OF ONLINE ONLY GIFT CODES

▼ **CREATE BULK ONLINE GIFT CODES.** 1

**Number of Gift Codes to generate \***  
  
 Should be an integer value. 2

**Amount \***  
 \$   
 Value of the gift code. Enter only the numeric value.

3

✔ Created 10 Gift codes of value 50

Gift Codes created in bulk by the store. These codes have not been issued to any customer. You can edit the Gift

[Download Gift codes](#)

CERT CODE	ORIGINAL VALUE	REMAINING BALANCE	CREATED ON	ACT
1713938861392418	50.00	50.00	07/30/2015	<a href="#">edit</a> <a href="#">cancel</a>

### Edit Online Gift Code

**Gift Code**

**Amount**

**Recipient's name or email** ←

←

✔ Created 10 Gift codes of value 50

Gift Codes created in bulk by the store. These codes

[Download Gift codes](#) ← B

CERT CODE
1713938861392418
1713667294266373
1713775332424211
1713339469336145
1713451188456888
1713921431453499
1713332836462469
1713395883774727
1713762192934116
1713753889728216

Online Only Gift code ←

**Online Only Gift code**  
 Do you want to pay with your online only gift code?  
**Gift code**  
 ←

Check Gift Code balance to continue \* ←

1713667294266373 : 50.00  
 Your Total Gift Code Balance: \$50.

## REDEMPTION OF ONLINE ONLY GIFT CODES

## MANAGING ONLINE ONLY GIFT CODES

1. Check Balance - Check the remaining balance of a gift code:

CUSTOMER:

ryantest.d7.indiebound.com/onlinegc/balance

### Online Gift Code : Balance / Transaction History

Balance check / Transaction history

Check gift code balance and transaction history

Gift code

BALANCE TRANSACTION HISTORY

STORE ADMIN:

Store Content Structure Appearance Configuration ABA Message Center

Orders

Customers

Products

Coupons

Reports

Configuration

Online Only Gift Code Settings

Orders Create/Adjust/Balance

Payment methods View

### BALANCE CHECK / TRANSACTION HISTORY

Check gift code balance and transaction history

Gift code

Balance Transaction history

2. View All Active Gift Codes - You can review all active gift codes generated through your website at any time. These pages help keep track of all gift codes, their remaining balances, when they were created and the emails associated to them.

Store Content Structure Appearance Configuration ABA Message Center

Orders

Customers

Products

Coupons

Reports

Configuration

Online Only Gift Code Settings

Orders Create/Adjust/Balance

Payment methods View

Store Order Bulk

## MAKING ADJUSTMENTS TO AN EXISTING GIFT CODE

Before making adjustments to a gift code, check the balance to make sure that you have the correct information.



### ▶ ADJUST AMOUNT ON EXISTING GIFT CODE 1

▼ **ADJUST AMOUNT ON EXISTING GIFT CODE**  
Add to or subtract from a Gift Code (Please verify)

**Gift code** 2

**Amount** 3  
  
Amount to add or subtract

**Comments / Additional Information** 4

Any additional information about this adjustment

Add Subtract

5

## CUSTOMIZING NOTIFICATIONS



### RECIPIENT EMAIL SETTINGS

**Email subject** 1  
  
Email subject for a gift code

### CHECKOUT COMPLETION MESSAGE 2

### CUSTOMER EMAIL SETTINGS 3

You can customize the email sent to t

**Email subject**  
  
Email subject for the customer email.

**Email body**

Email body for the customer email.

Save configuration ←

# CUSTOMIZE THE LABEL, HEADER AND DESCRIPTION

The image shows a configuration menu on the left with 'Configuration' highlighted. A sub-menu is open, listing various settings. On the right, a table titled 'PAYMENT METHOD' and 'OPERATIONS' is shown. The table has three rows: 'Pay at Store', 'Credit card (includes Authorize.net)', and 'Online Only Gift code'. A red circle with the number '1' is placed over the 'Online Only Gift code' row, with a red arrow pointing to the 'settings' link.

PAYMENT METHOD	OPERATIONS
+ <input checked="" type="checkbox"/> Pay at Store	<a href="#">settings</a> <a href="#">conditions</a>
+ <input checked="" type="checkbox"/> Credit card (includes <i>Authorize.net</i> )	<a href="#">settings</a> <a href="#">conditions</a>
+ <input checked="" type="checkbox"/> Online Only Gift code	<a href="#">settings</a> <a href="#">conditions</a>

## Header \*

eGift Card (OGC) **a** **2**  
This will be the name used for this payment type.  
Default is: **Online Only Gift code**

## Description

Do you want to pay with your eGift card? **b**  
  
Enter description to appear in the payment details at checkout.  
Default is: **Do you want to pay with your online only gift card?**

## Label

eGift Card Number **c**  
Enter a label: (eg. Online Gift Code Number).  
Default is: **Gift Code**

Save configuration **3**