

### 4. Modules

### 4.1 Payment

- These are the different payment methods your company can use to obtain money
- To enable, simply click on the install button on the right. To disable, click on the remove button on the right.
- Please make sure that you are registered with the certain types of payment before enabling this feature.
- Also, please make sure that when you do enable the payment module, you "Edit" the information so that it corresponds to your company (Please do not use default information!)

## **Payment Modules**

	Sort Order	Action
Authorize.net		•
Credit Card		Û
Cash on Delivery	0	(I)
HyperWallet		Œ
iPayment		Œ
Check/Money Order	0	(Ī)
NOCHEX		Ð
PayPal		
2CheckOut	0	Œ
PSiGate		(Î)
SECPay		1
		1

Module Directory: /home/webusers/emilylau/forever-bear.com/eshop/store/catalog/includes/modules/payment/

### **To Edit Information:**

- 1. Simply enable the payment method.
- 2. To your right, in the blue box, it lists your information. To edit, click on the "edit" icon.

### **Payment Modules**

		Action Authorize.net
Authorize.net	0	remove edit
Credit Card		0
Cash on Delivery	0	① Credit Card Test Info:
HyperWallet		① cc#: 411111111111111
Payment		Expiry: Any
Check/Money Order	0	Enable Authorize.net Module
NOCHEX		
PayPal		Login Username
2CheckOut	0	() testing
PSiGate		Transaction Key
SECPay		Test
and the second	- i i i i i i i i i i i i i i i i i i i	· · · ·

3. Input the e-mail address you've registered PayPal\* (\*Or any other payment gateway company) with.

4. Select the Transaction Currency you would like to use.



- 5. <u>Payment Zone:</u> You only allow this payment method to a certain geographic zone. Zones not selected are not allowed to use such payment method.
- 6. <u>Set Order Status:</u> After using this payment method, it displays the status of the transaction.
- 7. Sort Order Display: the lower the number, the higher the display priority of the payment method in the check out page.



### 4.2 Shipping

- If you wish to set a fee for shipping and handling, this is where you set it.
- You can enable just one standard shipping method for all products, or you can also enable a few other shipping method for your customers to choose from as an option depending on each shipping price.



# **Shipping Modules**

	Sort Order	
Federal Express	0	•
Flat Rate		(Î)
Per Item		Œ
Multiple Flat Rates	0	(Î)
Percent Rate		1
Table Rate - Canada Provinces/Countries outside Canada		1
Purolator		1
Table Rate	0	1
United Parcel Service		1
United States Postal Service	0	1
Zone Rates		
Module Directory: /home/webusers/emilylau/forever-bear.com/eshop/sto	re/catalog/includes/modules/sl	hipping/

### **To Edit Information:**

- 1. Simply enable the choice(s) you prefer.
- 2. To the right, in the blue box, lists the information. To edit, simply click on the "edit" icon.

### **Shipping Modules**

			Table Rate
Federal Express	0	1	🗕 remove 🛛 edit
Flat Rate		Ē	
Per Item		(I)	Table Rate
Multiple Flat Rates	0	Œ	- 11 - 11 - 1 - 1
Percent Rate			Enable Table Method True
Table Rate - Canada Provinces/Countries outside Canada		Œ	Shipping Table
Purolator			25:8.50,50:5.50,10000:0.00
Table Rate	0	•	Table Method
United Parcel Service		Œ	weight
United States Postal Service	0	(1)	Handling Fee
Zone Rates		(I)	0
Module Directory: /home/webusers/emilylau/forever-bear.com/eshop/store	/catalog/includes/modules/ship	ping/	Tax Class none

#### 3. Edit the information.



Table Nate
Enable Table Method Do you want to offer table rate shipping?
• True
○ False
Shipping Table The shipping cost is based on the total cost or weight of items. Example: 25:8.50,50:5.50,etc Up to 25 charge 8.50, from there to 50 charge 5.50, etc 25:8.50,50:5.50,10000
Table Method The shipping cost is based on the order total or the total weight of the items ordered.
<ul> <li>♥ weight</li> <li>♥ price</li> </ul>
Handling Fee Handling fee for this shipping method. 0
Tax Class Use the following tax class on the shipping fee.
none
Shipping Zone If a zone is selected, only enable this shipping method for that zone. none
Sort Order Sort order of display. O
update cancel

bla Ra

Tax Class: Select "GST Shipping Class" as your Tax Class. Depending on where your customers live, by selecting "GST Shipping Class", the receipt will indicate the appropriate tax on the shipping fee. If your customers live outside of Canada, no shipping tax will be applied. If your customers live within Canada, the appropriate provincial tax (GST/PST/HST) will be applied to the shipping fee.

Shipping Zone: The permission to allow only a certain area to use this payment of shipping. Areas other than the selected area are restricted to use this form of payment.



### 4.3 Order Total

- The information you would like the receipt to display.
- Sort Order refers to the order in which you want the information to be placed.

# **Order Total Modules**

Modules	Sort Order	Action
Low Order Fee		•
Shipping	2	0
Sub-Total	1	(1)
Tax	3	
Total	4	٢
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Module Directory: /home/webusers/emilylau/forever-bear.com/eshop/store/catalog/includes/modules/order\_total/

With Shipping, you can allow free shipping, or provide free shipping for orders valued over a certain amount, or you can provide free shipping for orders sent to a set destination.

Shipping	
🗕 remove	edit
Order Shipping Cost	:
Display Shipping true	
<b>Sort Order</b> 2	
Allow Free Shipping false	
Free Shipping For O \$50.00CAD	rders Over
Provide Free Shippi	ng For Orders
Made national	