

BSS REORDER PRODUCT EXTENSION USER GUIDE



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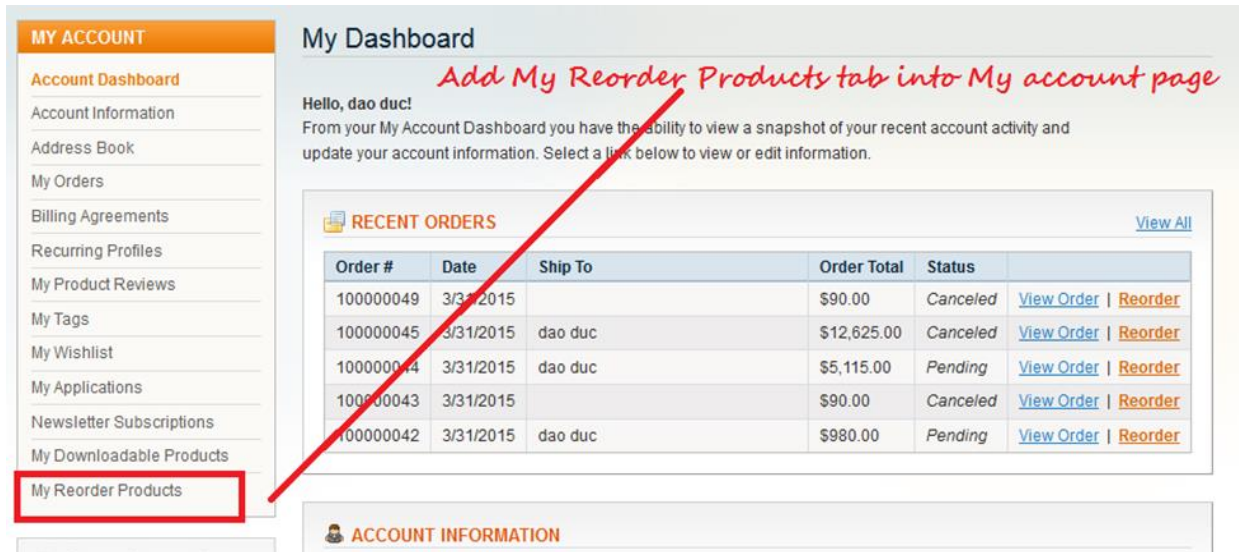
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I. BSS Reorder Extension Overview

Magento Reorder Products is an excellent extension that facilitates customers to reorder products on their dashboard. Your customers can rearrange product positions as they wish, which increases their satisfaction with your services. BSS Reorder Product Extension allows customers to quickly reorder their previously chosen products and make any necessary changes as they wish!

This extension enables to separate reorder product section on customer account page to a board named **My reorder product** which helps customers reorder any products they want instantly and easily add them back to cart as fastest as possible for checkout.



MY ACCOUNT

- Account Dashboard
- Account Information
- Address Book
- My Orders
- Billing Agreements
- Recurring Profiles
- My Product Reviews
- My Tags
- My Wishlist
- My Applications
- Newsletter Subscriptions
- My Downloadable Products
- My Reorder Products**

My Dashboard

Hello, dao duc!

From your My Account Dashboard you have the ability to view a snapshot of your recent account activity and update your account information. Select a link below to view or edit information.

RECENT ORDERS [View All](#)

Order #	Date	Ship To	Order Total	Status	
100000049	3/31/2015		\$90.00	Canceled	View Order Reorder
100000045	3/31/2015	dao duc	\$12,625.00	Canceled	View Order Reorder
100000044	3/31/2015	dao duc	\$5,115.00	Pending	View Order Reorder
100000043	3/31/2015		\$90.00	Canceled	View Order Reorder
100000042	3/31/2015	dao duc	\$980.00	Pending	View Order Reorder

ACCOUNT INFORMATION

II. Why BSS Reorder Extension is Your Must-Have Extension

How would you do if your loyal customers want to order again the products bought in past orders? This would be the best news ever because this means your customer are satisfied about the product as well as your services and he/she gives you another chance. However, if you cannot keep serving him/her well, it's bad. So, how to have a better service and how to bring them the most convenient purchasing process?

BSS Reorder Product extension is highly recommended to solve all above issues.

The reorder process is essential with the following functionalities in term of helping your customers to:

- ❖ *Reorder products*
- ❖ *Freely customize "My reorder products" section*
- ❖ *Separate "reorder" section*
- ❖ *Add all to cart or add selected products to cart*

It also fundamentally benefits you with good points as:

- ❖ *Support Multi-stores*
- ❖ *Work with all product types*
- ❖ *Be highly customizable*
- ❖ *Fit all Magento theme*
- ❖ *Be easily customized in both frontend and backend*

III. How BSS Reorder Extension works

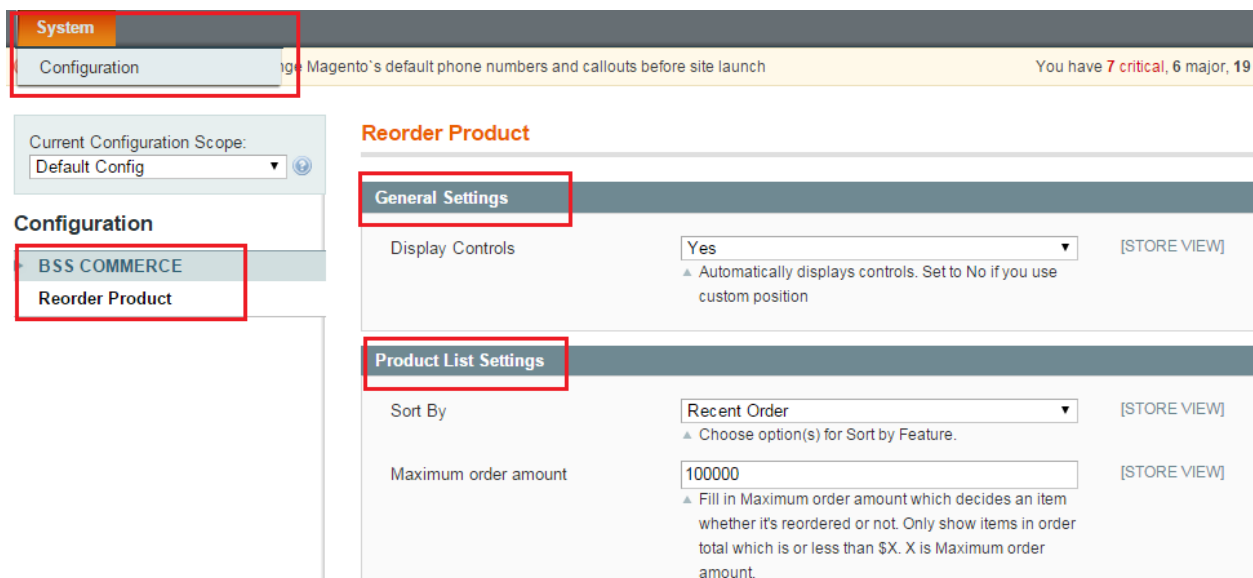
3.1. Instruction Manual for admin

In order to configure BSS Reorder extension,

Step 1: Go to **Admin Panel => System => Configuration**

Step 2: At the left side of the page, find **BSS Commerce => select Reorder Products**

After this 2 steps, a screen for configuration appears like the following picture:



There are two sections for admin to continue configuration: **General Settings** and **Products List Settings**.

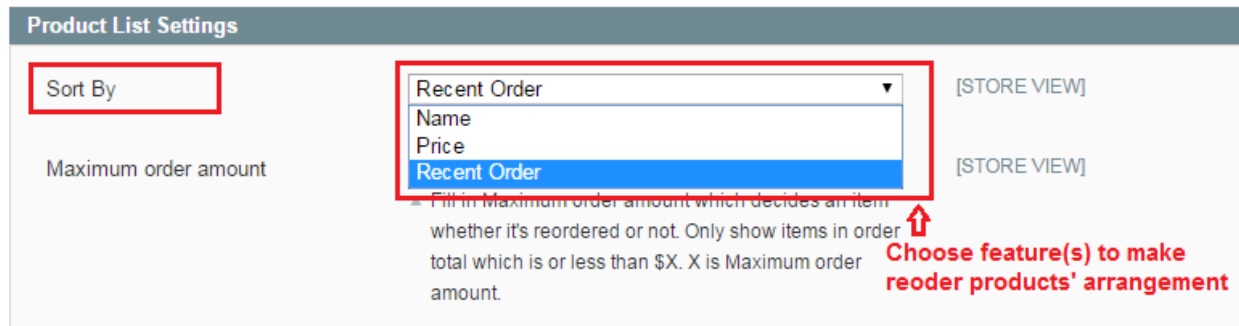
➤ First section: **General Settings**

In **Display Controls** box, choose *Yes* to enable the extension. To disable all functions of this extension, choose *No*.

➤ Second section: **Product List settings**

- **Sort By** box allow admin to choose from listed options for setting the arrangement of reorder products in “*My Reoder Products*” board of customer account page.

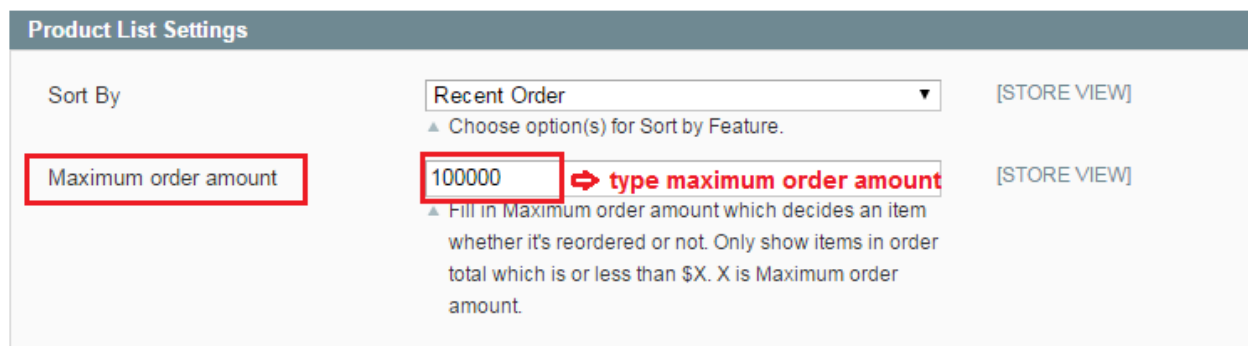
Admin can set customer's reorder products by 3 following features: *Name, Price, Recent Order*.



The screenshot shows the 'Product List Settings' interface. The 'Sort By' dropdown menu is open, showing options: 'Recent Order', 'Name', 'Price', and 'Recent Order'. The 'Recent Order' option is highlighted in blue. A red box highlights the dropdown menu. A red arrow points to the 'Recent Order' option with the text 'Choose feature(s) to make reorder products' arrangement'.

- In **Maximum Order amount** box, type the maximum amount of orders that can be reordered.

For all orders with total amount is more than this typed amount will not be able to be reordered and will not be displayed in “*My reorder products*” board of customer account page.



The screenshot shows the 'Product List Settings' interface. The 'Maximum order amount' field is highlighted with a red box and contains the value '100000'. A red arrow points to the field with the text 'type maximum order amount'.

After all above configuration is done, you save the configuration by clicking on **Save config** button to the right of the backend. To see the change, go to frontend and reload the page.

IV. Contact Us



Any questions or concern about us, feel free contact:

Website: <http://bsscommerce.com>

Support: support@bsscommerce.com

Skype: support.bsscommerce

*BSS Support team is always ready to aid you with any issue referring to our products. Additionally, we also give you **Website development and Administration Support.***

We do offer:

1. Free commercial products installation services
2. Free updates within offered support period
3. 3 months of free guaranteed support

Our duties:

1. Responsibility for resolving product bugs
2. Help with technical queries
3. Technical support in installation and product usage .