VirtueMart 1.1 User Manual

Sören Eberhardt-Biermann

VirtueMart 1.1 User Manual

Sören Eberhardt-Biermann
Russel Walker
www.netshinesoftware.com [http://www.netshinesoftware.com/]

$Date: 2008-08-02 22:53:47 +0200 (Sa, 02 Aug 2008) $, $Revision: 1497 $
Copyright © 2005-2008 Soeren Eberhardt-Biermann

This document is published under the Open Content License available from http://www.opencontent.org/opl.shtml [http://www.opencontent.org/opl.shtml]

Joomla!™ is a Trademark of Open Source Matters, Inc.

Mambo™ is a Trademark of The Mambo Foundation Inc.

Table of Contents

Preamble ix
1. Introduction 1
    1.1. What is VirtueMart? 1
    1.2. What does it not do? 3
    1.3. Screenshots 3
2. Installation 7
    2.1. Joomla! / Mambo Installation 7
    2.2. VirtueMart Installation 7
3. First Steps 19
    3.1. Joomla! Global Configuration 19
4. Administrator Tutorial 21
    4.1. Shop Configuration 21
    4.2. Getting Started 28
    4.3. Store Setup 30
    4.4. Countries, Currencies, Core Modules & Functions 32
    4.5. Manufacturer Administration 37
    4.6. Product Administration 39
    4.7. User Management 80
    4.8. Order Administration 88
    4.9. Vendor Administration 91
    4.10. Tax Rates 96
    4.11. Shipping Modules 97
    4.12. Payment Methods 100
    4.13. Coupon Administration 104
    4.14. Reports 105
5. About VirtueMart 107
    5.1. Known Problems 107
    5.2. To-Do List 107
    5.3. About the VirtueMart Project 107
    5.4. The Community 107
    5.5. The Documentation 108

List of Figures

1.1. Frontend: Category Overview Page 3
1.2. Frontend: Product Details Page with Review Feature 4
1.3. Administration: Homepage / Summary / Statistics 5
1.4. Administration: Product List 5
4.1. The Configuration Form 21
4.2. Joomla! Administrator: Component Drop-Down List 29
4.3. VirtueMart Control Panel 29
4.4. VirtueMart Administration: The Store Form 30
4.5. VirtueMart Administration: Country List 32
4.6. VirtueMart Administration: Country Form 32
4.7. VirtueMart Administration: Currencies List 33
4.8. VirtueMart Administration: Currency Form 33
4.9. VirtueMart Administration: Module List 34
4.10. VirtueMart Administration: Currency Form 35
4.11. VirtueMart Administration: Function List 36
4.12. VirtueMart Administration: Function Form 36
4.13. VirtueMart Administration: Category List 39
4.14. VirtueMart Administration: Category Form 39
4.15. VirtueMart Administration: Product List 41
4.16. VirtueMart Administration: Product Form, Tab 1 - General Information 42
4.17. VirtueMart Administration: Product Form, Tab 2 - Display Options 43
4.18. VirtueMart Administration: Product Form, Tab 3 - Product Status 44
4.19. VirtueMart Administration: Product Form, Tab 4 - Product Dimensions and Weight 45
4.20. VirtueMart Administration: Product Form, Tab 5 - Product Images 46
4.21. VirtueMart Administration: Product Form, Tab 6 - Related Products 47
4.22. VirtueMart Administration: Product Form, Price Form in the Product Form 48
4.23. VirtueMart Administration: Price Form in the Product List 48
4.24. VirtueMart Administration: Price Update Notice 49
4.25. VirtueMart Administration: Product List - List Prices 49
4.26. VirtueMart Administration: Product Form - List Prices 50
4.27. VirtueMart Administration: Product Price List 50
4.28. VirtueMart Administration: Product Price Form 51
4.29. VirtueMart Administration: Add Attribute 52
4.30. VirtueMart Administration: Add a new item (=child product) 53
4.31. VirtueMart Administration: Edit Items 53
4.32. Attribute Manager in the Product Form 55
4.33. *VirtueMart Administration: Product Type Management - Product Type Information* 58
4.34. VirtueMart Administration: Product Types Management - Product Type List 59
4.35. VirtueMart Administration: Product Types Management - Product Type -Parameter Information 60
4.36. VirtueMart Administration: Product Types Management - Parameters of Product Type..... 62
4.37. VirtueMart Administration: Product Types Management - Adding new Product Type to a Product FASE 1 64
4.38. VirtueMart Administration: Product Types Management - Adding new Product Type to a Product FASE 2 64
4.39. VirtueMart Administration: Product Types Management - Adding new Product Type to a Product FASE 3 65
4.40. VirtueMart Administration: Product Types Management - Flypage of a Product assigned to a Product Type 66
4.41. VirtueMart Administration: Product Types Management - Creating a new product already assigned to a Product Type FASE 1 67
4.42. VirtueMart Administration: Product Types Management - Creating a new product already assigned to a Product Type FASE 2 68
4.43. VirtueMart Administration: Product Types Management - Creating a new product already assigned to a Product Type FASE 3 69

4.44. VirtueMart Administration: Product Types Management - Advanced Search According to Parameters - Selecting Product Type 70
4.45. VirtueMart Administration: Product Types Management - Advanced Search According to Parameters Form - Selecting Parameter Values 71
4.46. VirtueMart Administration: Product Types Management - Advanced Search According to Parameters Search Results 72
4.47. VirtueMart Administration: File Form 73
4.48. VirtueMart Administration: 74
4.49. VirtueMart Administration: File List 74
4.50. File Form 75
4.51. Download-Info Email 76
4.52. Resend Download ID 77
4.53. Re-enable Downloads 77
4.54. VirtueMart Administration: The Product Discount List 78
4.55. VirtueMart Administration: Product Discount Form 78
4.56. Add a Product Review (Administrator Side) 79
4.57. List of Product Reviews 80
4.58. VirtueMart Administration: Shopper Group List 81
4.59. VirtueMart Administration: Shopper Group Form 81
4.60. VirtueMart Administration: User Group List 82
4.61. VirtueMart Administration: User Group Form 82
4.62. VirtueMart Administration: The New Group in the Module List 83
4.63. VirtueMart Administration: Manage User Fields 83
4.64. VirtueMart Administration: Add a new User Field 85
4.65. VirtueMart Administration: New Field "EU Vat ID" in the registration form 86
4.66. VirtueMart Administration: Re-Ordering in the Field List 87
4.67. VirtueMart Administration: Modifying a Field 88
4.68. VirtueMart Administration: Order List 89
4.69. VirtueMart Administration: Upper Part of the Order Details 90
4.70. VirtueMart Administration: Bottom of the Order Details 90
4.71. VirtueMart Administration: Vendor List for a Category 92
4.72. VirtueMart Administration: Vendor Category Form 92
4.73. VirtueMart Administration: Vendor Category List 93
4.74. VirtueMart Administration: Vendor Category Deletion 93
4.75. VirtueMart Administration: Shipper Form 97
4.76. VirtueMart Administration: Shipping Rate List 98
4.77. VirtueMart Administration: Shipping Rate Form 99
4.78. VirtueMart Administration: Payment Method List 100
4.79. VirtueMart Administration: Payment Method Editor 101
4.80. VirtueMart Administration: Paypal Configuration Screen 102
4.81. VirtueMart Administration: Coupon List 104
4.82. VirtueMart Administration: Coupon Form 104

List of Examples

4.1. 63

Preamble

The content of this document is related to VirtueMart.

VirtueMart is free Software, licensed under GNU/GPL; VirtueMart [http://virtuemart.net], © 2005-2008 Sören Eberhardt-Biermann & the VirtueMart Development Team

The Software 'VirtueMart' is intended for use in Joomla! (Versions 1.0, 1.5) or Mambo (Versions >= 4.5.3, 4.6.x).

(Joomla! and Mambo is free Software, licensed under GNU/GPL; Joomla! is available from www.joomla.org [http://www.joomla.org])

Chapter 1. Introduction

1.1. What is VirtueMart?

1.1.1. About

VirtueMart is a PHP-based Shopping Cart Application for selling goods over the internet. It's a Component (= *plugin*) for a Content Management System called Joomla! (and Mambo) and can't be used without Joomla!. It installs fairly easy using the automatic Component and Module Installer. It's intended for use in small / mid-sized Online Businesses / Online-Shops. So every user who wants to build up a Online Store can use this Component for selling something to Customers.

1.1.2. Features

VirtueMart offers a lof of Features, some of the standard Features are listed here. Please note that you can extend the Functionality of Joomla! and VirtueMart using Plugins, Components, Templates and Modules to make them do what you need!

So please visit virtuemart.net [http://virtuemart.net] and extensions.joomla.org [http://extensions.joomla.org] for more Features & Extensions.

1.1.2.1. General Features

- capable of using Secure Sockets Layer (https) Encryption (128-bit)
- flexible Tax Models
  - Model 1: Zone based Tax Calculation (city/state & country/region)
  - Model 2: Store Owner based Tax Calculation
  - Model 3: EU Mode (Store Owner based Tax Calculation when Customer comes from an EU Country)
- Shoppers can manage their User Accounts (registration required)
- Shipping Address Management (Customers can enter their own Shipping Addresses)
- Order History: Shopper can view all their previous Orders (and Order Details)
- Order Confirmation Mail (customizable!) is sent to Shopper and Store Owner
- Multiple Currencies (you can allow Customers to change the Currency and buy using an alternative Currency)
- Multiple Languages (using the Joomla! Component Joom!Fish).

1.1.2.2. Product Catalog Features

- Powerful Web-Administration Interface (Javascript-powered)

- Manages an unlimited Number of Products and Categories,
- Can be used as a Shop or just as an Online-Catalog (you can even turn off Price Display)
- quick Search for Products, Categories and Manufacturers; filter by features or discounted Products
- Product Ratings & Testimonials (moderated or auto-published)
- feature specific Products by setting them "on special"
- Product Availability: show how fast a Customer can expect delivery
- Handles downloadable Products,
- "Product is back in Stock"-Notification for subscribed Customers

1.1.2.3. Administration Features

- multiple Images and Files (like Spec Sheets and Flyers) per Product,
- Product Attributes (like Size or Color) can be added to Products,
- Product Types for Classification (like "Car", "Motorbike" or "Music Album")
- Shopper Groups for Customers (allows different Price Levels and Payment Options),
- multiple Prices per Product (Quantity-based and/or Shopper Group-based Prices)
- flexible Price Display (number & currency formatting; including or excluding tax)
- On-the-Fly Price Conversion between different Currencies
- Shop Statistics / Control Panel with a Summary of new Customers, new Orders....
- Stock Level Control for Products and Items
- Order Management with Order History, Customer Notification and Order Edit Functionality
- basic Reporting Feature: sold Items, monthly&yearly Revenue
- Order Status Management
- manage different Currencies, Countries & States

1.1.2.4. Payment Modules

- capable of live Credit Card Processing
- use pre-defined Payment Gateways like authorize.net® [http://www.authorize.net], PayPal [http://www.paypal.com], 2Checkout [???], eWay, Worldpay, PayMate and NoChex,
- extend your Shop with other Payment Modules using the Payment Module API!

1.1.2.5. Shipping Modules

- flexible Shipping Carriers and Rates Configuration
- Live-Shipping Rates using Shipping Modules (e.g. InterShipper, UPS, USPS, FedEx or Canada Post; Modules can use the Shipping Rate API).
- extend your Shop with other Payment Modules using the Shipping Module API!

1.2. What does it not do?

VirtueMart is a simple Online-Shop application. But it is surely no "out-of-the-box" killer application for professional companies. It's not tested in 100% secure environments. It's not meant to be 100% performant.

You will need some time to customize this application to fit your needs.

Be prepared to be confronted with bugs, which have currently not been found yet. VirtueMart has an active community and a forum where problems and questions can be discussed. (http://virtuemart.net)

1.3. Screenshots

Frontend Screenshots (using the Joomla! 1.5 Template JA Purity)

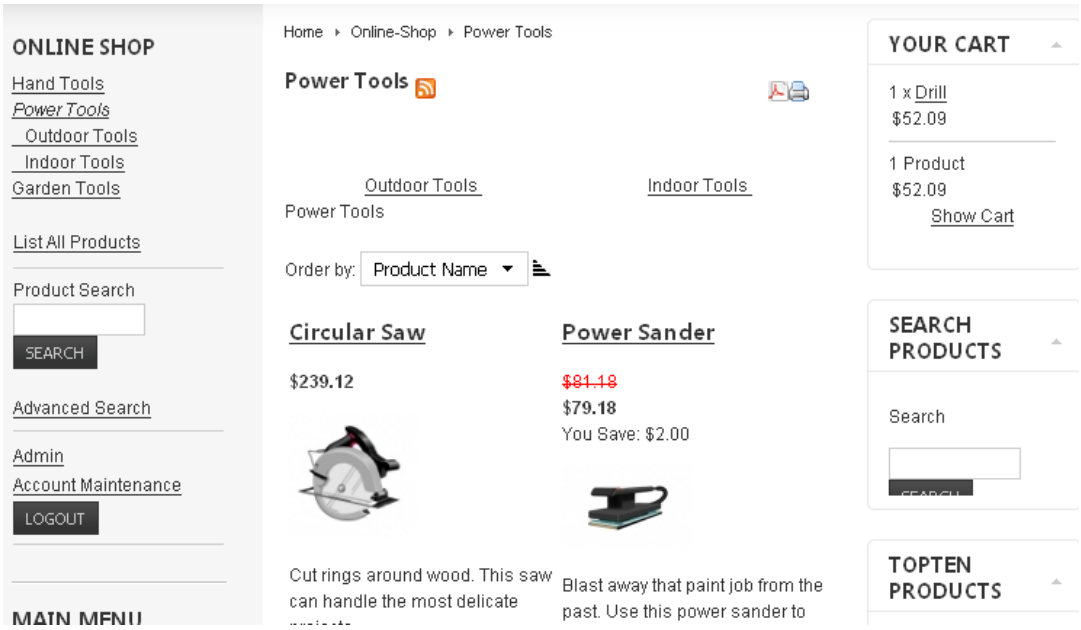


Figure 1.1. Frontend: Category Overview Page

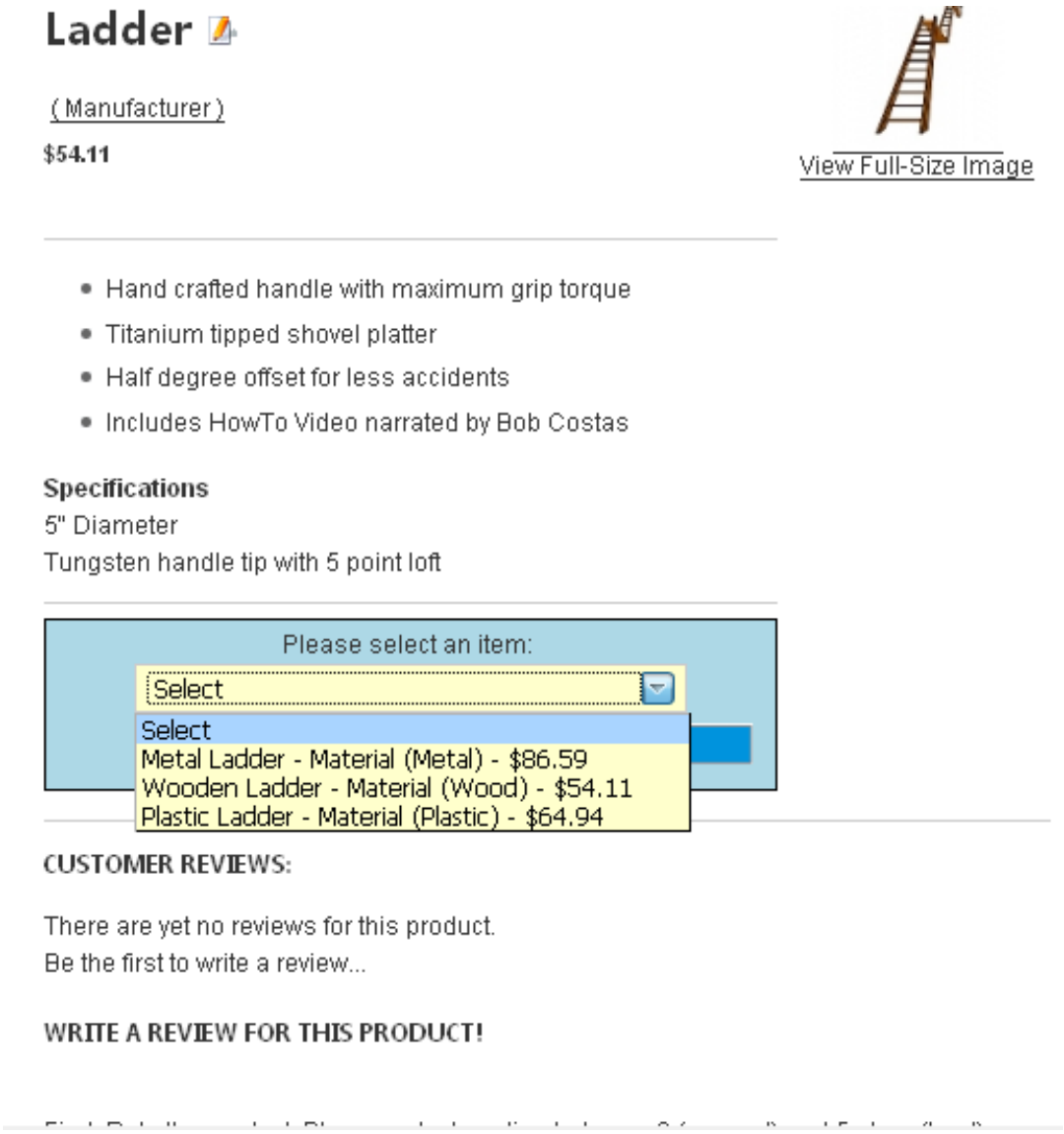


Figure 1.2. Frontend: Product Details Page with Review Feature

Administrator Screenshots

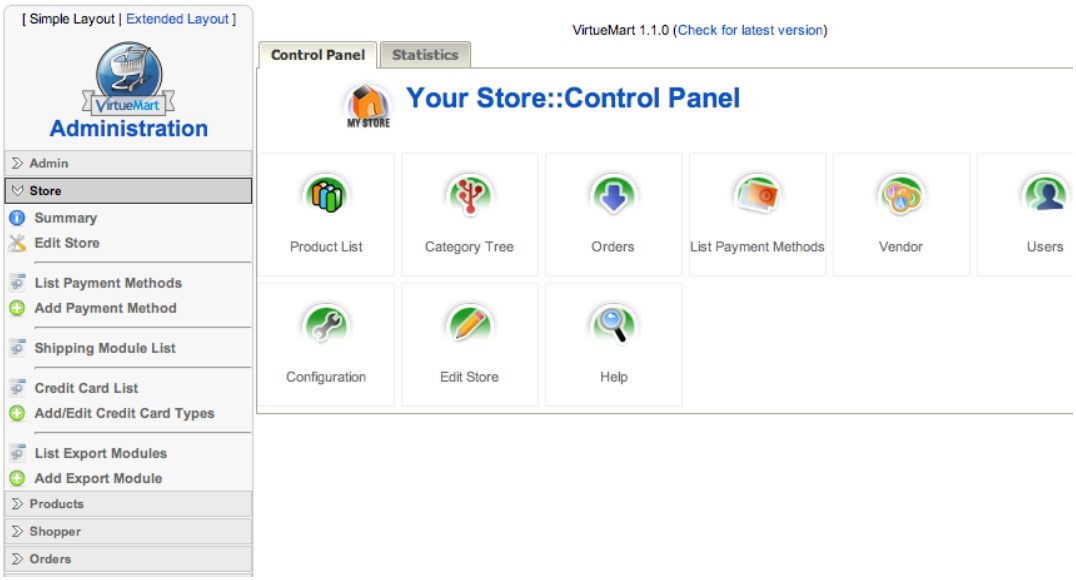


Figure 1.3. Administration: Homepage / Summary / Statistics

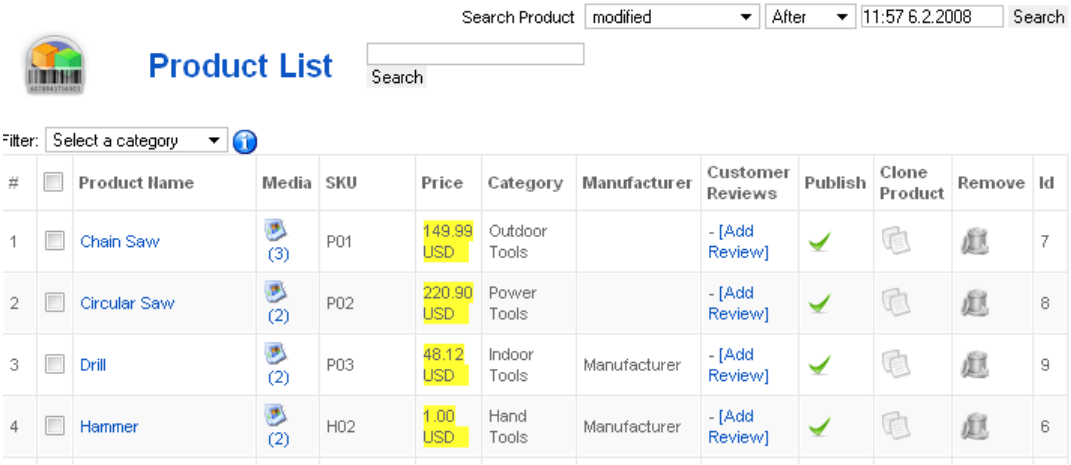


Figure 1.4. Administration: Product List

Chapter 2. Installation

2.1. Joomla! / Mambo Installation

Unless you have downloaded the VirtueMart eCommerce Bundle (including Joomla!), Joomla! and Mambo must be installed prior to the Installation of VirtueMart, because VirtueMart needs a CMS as runtime environment.

The Installation of Joomla! or Mambo is not covered in this Manual, because it is subject to change and would have to cover a series of Tutorials for all different versions of Joomla! and/or Mambo.

You can find further information about the Installation in the

- Joomla! Installation Tutorial Links [http://docs.joomla.org/Joomla_installation]
- Mambo Knowledgebase: Installation and Configuration [http://docs.mambo-foundation.org/en/?CategoryID=4]

2.2. VirtueMart Installation

2.2.1. Requirements

2.2.1.1. Server Requirements

VirtueMart has the following System Requirements:

- Apache 1.3.19 or above - http://www.apache.org, recommended: Apache 2.2.x
- PHP 4.2.x or above - http://www.php.net, recommended: PHP 5.2.x
- MySQL 3.23.x or above - http://www.mysql.com, recommended: MySQL 5.0.x
- Joomla! 1.0.x, 1.5.x or Mambo (>= 4.6.2), recommended: Joomla! 1.0.x

You must ensure that you have MySQL-, XML- and Zlib-Support built into your PHP. PHP should be compiled with support for **https** (openSSL) and **cURL**!

PHP Safe Mode should be turned off.

> **Important**
>
> The MySQL user, you access the database with in production use, must have the rights to create *temporary tables*.

2.2.1.2. Client Requirements

VirtueMart can be used with most major browsers including: Internet Explorer (version 5.5+), Firefox, Opera 9+, Safari and Konqueror. Javascript doesn't need to be enabled in the frontend (when shopping and checking out). The administration section requires Javascript to be enabled.

The client/browser needs to be capable of accepting Cookies and Cookies must be enabled.

2.2.2. Download

2.2.2.1. General

First of all you need to download VirtueMart. You can download all available version from the VirtueMart Developer Portal - dev.virtuemart.net.

The official Download Page is http://dev.virtuemart.net/cb/wiki/1693.

[http://dev.virtuemart.net/cb/wiki/1693]

2.2.2.2. Editions

VirtueMart is available in different distribution formats.

Important

The "Complete Package" and the "Manual Installation Package" are available in two basic versions: one for **Joomla! 1.0/Mambo** and one for **Joomla! 1.5**. The second one has the extension ".j15.zip" (or ".j15.tar.gz").

2.2.2.2.1. VirtueMart eCommerce Bundle

This Package is a modified version of the official Joomla! Distribution. It already contains a preinstalled, pre-configured VirtueMart, so you don't need to install it separately.

As this bundle is a complete Joomla! package, you can't use it for an existing Joomla! installation, but only for a completely new site.

2.2.2.2.2. The VirtueMart "Complete Package"

The complete package is an archive with all the things you need to install VirtueMart on Joomla! or Mambo using their automatic installer system. You can extract the parts from the complete package and upload&install them one by one.

2.2.2.2.3. The VirtueMart "Manual Installation Package"

The Manual Installation Package contains all the files from VirtueMart in the typical Joomla! directory structure. It doesn't contain any installable items.

This archive is meant to be uploaded into an existing Joomla!/Mambo installation via FTP. After that VirtueMart can be accessed and the necessary table structure will be set up.

If you want to **upgrade** VirtueMart 1.0.x to VirtueMart 1.1.x, this is your choice.

2.2.3. Installation and Upgrade

2.2.3.1. New Installation

When having met all the requirements and when you are running Joomla! or Mambo you have two choices:

1. The automatic installation with Joomla's / Mambo's Element (Component-, Module-, Mambot-) Installer.
2. The manual installation.

Some users can't use the automatic Installer because of the PHP setting 'safe_mode' being set to 'On'.

In case you're running into trouble with the automatic Installer try the manual installation instead.

2.2.3.2. Upgrade from mambo-phpShop

You want to upgrade to VirtueMart from mambo-phpShop? That is possible.

All you need to do is install VirtueMart! It will automatically convert your installation of mambo-phpShop.

So just follow the instructions for the automatic installation (or if you have difficulties with it: the manual installation).

Note

It is recommended to uninstall the old mambo-phpShop **modules** after you have installed the VirtueMart component and then install the new VirtueMart modules.

Caution

It is absolutely necessary to **make a backup of your whole site** before you upgrade your shop! An upgrade failure can always happen! So please: BACKUP, BACKUP, BACKUP!

2.2.3.3. Upgrade from VirtueMart 1.0.x

If you're a user of VirtueMart 1.0.x (or mambo-phpShop >= 1.2 stable) you can easily update your existing shop.

1. Download the file `VirtueMart_1.1.0-Manual_Installation_Package.tar.gz` (or the .zip file if you have difficulties unpacking a .tar.gz file).
2. Unpack that archive using WinRAR or a similar Archive Software (7-zip).
3. You should now see some directories:
   - /administrator
   - /components
   - /modules
   - /mambots (/plugins for the Joomla! 1.5 version)

   The directory structure in those directories is the same as in your Joomla!/Mambo site.
4. Open up an FTP Connection to your site, change to the root directory of your Joomla!/Mambo site and upload the directories.

   ### Tip

   The FileZilla FTP Client [http://filezilla-project.org/download.php?type=client] is a fabulous FTP client (Open Source!) and reports transfer errors, so you know if everything has been successfully uploaded or not.

   You will probably have to confirm overwriting some existing files in these directories. An existing configuration file will not be overwritten.
5. Login in to the Joomla! / Mambo Administration (the so-called Backend). http://www.xxxxxx.com/administrator/
6. When having logged in, navigate to your VirtueMart. You should now see the "Installation was successful....[UPDATE MODE]..." Screen. There you can click on "UPDATE NOW" - do that now. Your database structure will be automatically updated.
7. Go to the Store Configuration Form (Admin => Configuration) and make all necessary adjustments. Make sure you Save the Configuration Form once you're done.

That's it.

Warning

This has been said often enough before, but now once again: before you attempt to upgrade your existing Store to VirtueMart 1.1 create a **BACKUP** first and test the upgrade on a **local copy of your store**!

Important

Themes are a new feature introduced with VirtueMart 1.1. So the complete templating system has been changed. If you have modified the shop templates (product_details, browse, order_email) that shipped with VirtueMart 1.0.x, you will have to manually convert your existing templates to the new theme structure!

2.2.4. Automatic Installation

To install VirtueMart into Joomla! or Mambo you need to download the file `VirtueMart_1.1.x-COMPLETE_PACKAGE.zip` (or `VirtueMart_1.1.x-COMPLETE_PACKAGE.j15.zip` if you want to install on Joomla! 1.5). This file contains various Elements for VirtueMart.

Important

This "complete package" file is not installable! Its contents are, but they must be unpacked first.

"Complete Package" Contents:

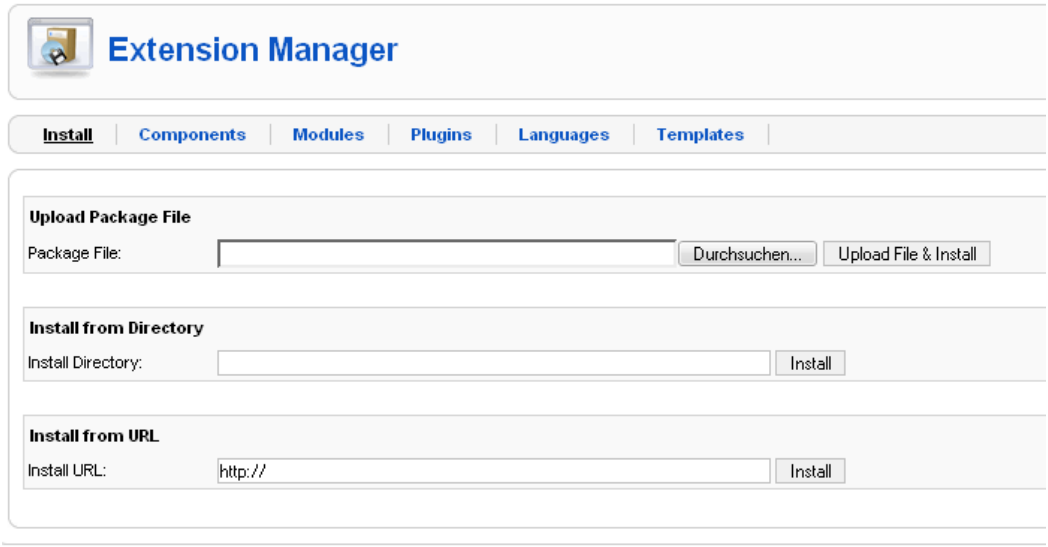
- 1 Component (`com_virtuemart_1.1.x.zip`)
- 1 Main VirtueMart module (`mod_virtuemart_1.1.x.zip`)
- 10 additional Modules
- 2 Mambots (1 Search, 1 Content Mambot)

1. Unpack the file '`VirtueMart_1.1.x_COMPLETE_PACKAGE.zip`' to a local directory.
2. Log in into the Backend (using the URL '`http://www.yoursite.tld/administrator`') to access the administrative interface.

Backend Login Screen

You need to have the priviliges of an Administrator / Superadministrator to install Elements.

3. In Mambo/Joomla! 1.0 click Installers # Components. In Joomla! 1.5 click Extensions # Install/Uninstall in the Top Menu.



Joomla! 1.5 Extension Manager

Caution

You must check if the directories listed above the component list are writable! If the directories are not writable, use ftp or JoomlaXplorer [http://joomlacode.org/gf/project/joomlaxplorer/] to change the permissions. For proper installation, the directories should be set to 777, after that you can change back to 755.

In the part Upload new component (or Upload Package File) select the file '`com_virtuemart_1.1.x.zip`'. This is the package file which contains all files for the VirtueMart *Component*, located on your computer (see Step 1).

Now click on 'Upload File & Install'.

Note

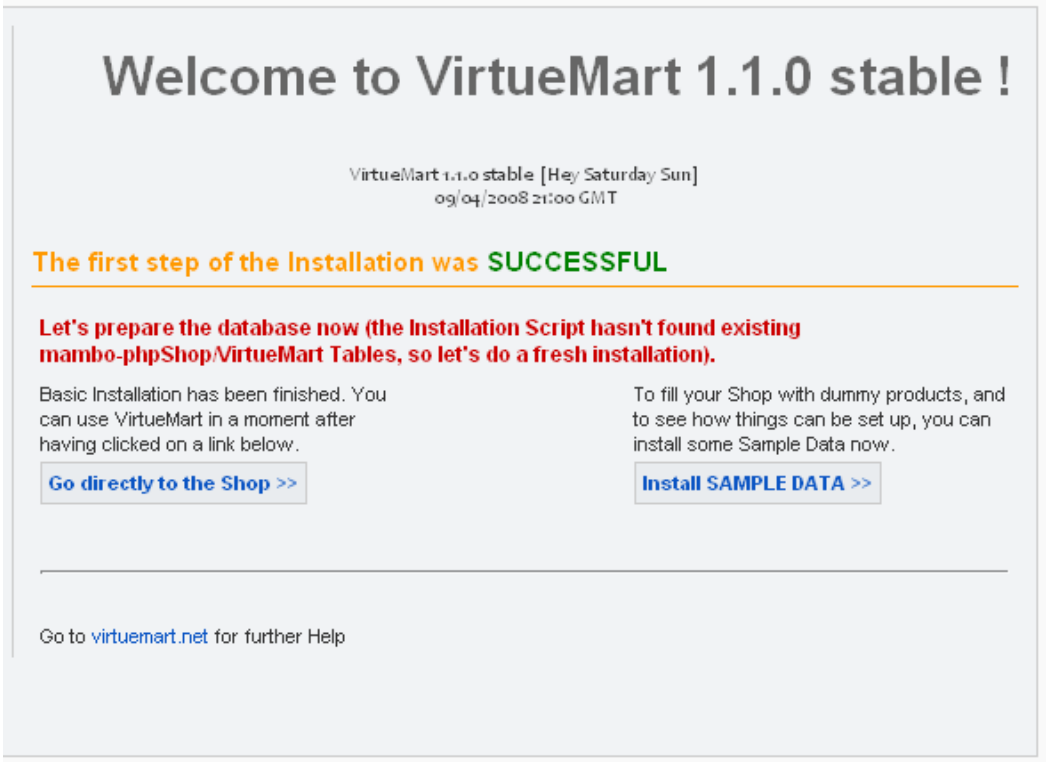
Since the ZIP file is about 2 MB in size, you will have to wait a moment while the file is being uploaded to your server and unpacked. If the upload takes too long, try Step 4 or do the Manual Installation.

4. Alternative: You can unpack the contents of '`com_virtuemart_1.1.x.zip`' and upload those files to a directory in your Joomla! site (e.g /media or /tmp) using an FTP client. After you've done that, specify the directory on the server from where you want to install the files and click 'Install'.

Note

Package Files are mostly a ZIP or tar.gz compressed file directory, which includes all information for the installation. The main file is an XML document which describes the installation process. In order to use this function for your installation, your web server must support the `zlib extension`. You can check this in the Admin Section Menu item, System > System Info > System Information.

5. The VirtueMart Component **should** be installed now. You'll see the Welcome Message Screen with some options for the next steps:



Installation Welcome Screen

You can now choose whether you want to install Sample Data (some Products, with Attributes, sorted in Categories) to see how things have to be set up.

Or you can 'go directly to the Shop >>' without installing Sample Data.

Caution

This step **again** takes some time & the VirtueMart Installer is performing Database Queries now. So please be patient (especially when you're on Mambo)!

6. Now you must install the VirtueMart "Main Module". In Mambo/Joomla! 1.0 click Installers # Modules. In Joomla! 1.5 click Extensions # Install/Uninstall in the Top Menu.

   Choose the file `mod_virtuemart_1.1.x.zip` in the File Dialog and click 'Upload File & Install'.

   Repeating this step you can install the additional modules for VirtueMart.

   Publishing the Module:

   Click 'Modules' # 'Site Modules' in the Top Menu. Now browse through the list of installed modules and find the one with the name 'VirtueMart Module'. Select it (click on the name) and modify its settings/details. You can now choose where to put the Module on your Joomla! site. For more information about modules please consult the Joomla! documentation (help.joomla.org [http://help.joomla.org]).

Important

Anywhere you place the module on your site, IT MUST BE PUBLISHED. If it is not, you can't access or browse your shop.

Additional modules

mod_product_categories	"Product Categories Module" It can display the product categories you have set up.
mod_productscroller	"Product Scroller Module" It can scroll certain products somewhere on your site using a marquee tag.
mod_virtuemart_allinone	"All-in-one module" Can display the latest, featured, top-ten or random products in one module using tabs.
mod_virtuemart_cart	"Mini-Cart Module" Displays the mini-cart for the customer with a link to the cart page.
mod_virtuemart_currencies	"Currency Module" Displays a drop down list of the Currencies, which are available/accepted in your Store.
mod_virtuemart_featuredprod	"Featured Products Module" Can display featured products in your store. Featured products are those which are "on special".
mod_virtuemart_latestprod	"Latest Products Module" Displays the newest products in your store.
mod_virtuemart_login	"Login Module" Displays a Login Form for VirtueMart Users.
mod_virtuemart_manufacturers	"Manufacturer Module" Shows all manufacturers from your store with a link to find all products of the selected manufacturer.
mod_virtuemart_randomprod	"Random Products Module" Does what the name says: displays random products from your store or a certain category.
mod_virtuemart_search	"Searchbox Module" Displays the VirtueMart searchbox (which lets the customer search for products).
mod_virtuemart_topten	"Top Ten Products Module" Displays the bestsellers from your store.

7. Recommended: **Mambot/Plugin Installation**

Click on 'Mambots' # 'Install/Uninstall' (or 'Extensions' # 'Install/Uninstall when using Joomla! 1.5) in the Top Menu.

Search Bot	Performs a search on the product table and delivers search results for Joomla's / Mambo's site search. Select the file '`vmxsearch.mambot_1.1.x.zip`' (called '`vmxsearch.plugin_1.1.x.j15.zip`' for Joomla! 1.5) and click 'Upload File & Install'.
ProductSnapshot Mambot/Plugin	Displays product figure/price/add-to-cart link in content items. Select the file '`vmproductsnapshots_1.1.x.zip`' (called '`vmproductsnapshots_1.1.x.j15.zip`' for Joomla! 1.5) and click 'Upload File & Install'.

Publishing the Mambots/Plugins:

Mambots/Plugins need to be published before they do ANYTHING. Click on Mambots # Site Mambots (Joomla! 1.5: Extensions # Plugins) in the Top Menu. Now browse through the list of installed Mambots/Plugins and find 'vmxsearchbot' and 'vmproductsnapshot'. Select one (click on the name) and modify its settings/details. Remember to publish it. For more information about Mambots/Plugins please consult the Joomla! documentation (http://help.joomla.org).

You're now done with the Installation of VirtueMart and its Elements.

2.2.5. Manual Installation

The installation has failed? Does your site run with PHP's Safe Mode?

You don't need to pull out your hair! You can still attempt the manual installation.

Manual Installation is a little bit harder than the automatic installation.

1. Download the Manual Installation Package (this is just another Package Form of VirtueMart).
2. Unpack the archive file `VirtueMart_x.x_Manual-Installation-Package.tar.gz` you have downloaded in Step 1 to a local directory using Winzip or Winrar.

   You should now see at least four directories. The directory structure in those directories is the same as in your Joomla! / Mambo site:

   ```
   /administrator
   /components
   /mambots (/plugins for Joomla! 1.5)
   /modules
   ```

3. Open up an FTP Connection to your site, navigate to the root directory of your Joomla!/Mambo site and upload the directories.

   ## Tip

   The FileZilla FTP Client [http://filezilla-project.org/download.php?type=client] is a fabulous FTP client (Open Source!) and reports transfer errors, so you know if everything has been successfully uploaded or not.

   You will probably have to confirm overwriting some existing files in these directories.

4. Login in to the Backend (Administration) of your site (`http://www.your_site.com/administrator/`).

5. When having logged in, you see this URL in the address bar:

   ```
   http://www.yoursite.tld/administrator/index2.php
   ```

   In Joomla! 1.5 it's `http://www.yoursite.tld/administrator/index.php`

6. Now just add "**?option=com_virtuemart**" after `index2.php`, so it looks like this in your browser's address bar:

   ```
   http://www.yoursite.tld/administrator/index2.php?
   option=com_virtuemart
   ```

   and hit Enter.

7. You should now see the "Installation was successful..." Screen. There you can click on "**GO TO THE SHOP** >>" or "**INSTALL SAMPLE DATA** >>" (when you want to have some sample Products and Categories in your Shop). That's it for the first.

8. To install the Modules and Mambots/Plugins for VirtueMart, follow the instructions of the Automatic Installation, Step 6 and Step 7. If this doesn't help you, because NO automatic installations are possible, you can manually upload the files (you have probably already done this in step 3).

   Modules and Mambots/Plugins require entries in the tables **jos_mambots/jos_plugins and jos_modules** before they can be used.

   You need to add these entries by uploading an SQL file (using phpMyAdmin [http://phpmyadmin.net]) that contains all necessary queries:

   ```
   /administrator/components/com_virtuemart/sql/
   virtuemart.installation.addons.joomla.sql
   ```

   Use the file `virtuemart.installation.addons.joomla15.sql` when you're on **Joomla! 1.5** and `virtuemart.installation.addons.mambo.sql` when you're on **Mambo**.

Now you should have installed VirtueMart correctly.

2.2.6. Language Installation

Virtuemart is localized and its Interface can be switched to various Languages. From the start, VirtueMart only comes with english language files.

To make your VirtueMart run in the language of your choice you need to follow these steps:

1. Download & Install new Joomla! Language Files

   To be able to use other languages, you must first find the right language File for Joomla!/Mambo.

   Joomla! Language Files can be downloaded from the Joomla Extensions Directory: Translations for Joomla! [http://extensions.joomla.org/index.php?option=com_mtree&task=listcats&cat_id=1837&Itemid=35].

2. Upload the VirtueMart Language Files

   VirtueMart Language files are available in a separate "**Language Pack**". You can find the Language Pack for your version in the VirtueMart Downloads Directory [https://dev.virtuemart.net/cb/proj/

doc.do?proj_id=1]. Please note that the language files of VM 1.0 and VM 1.1 are of a completely different structure and not compatible.

After you have extracted the Language Pack on your local hard drive, upload its contents to the directory

`/administrator/components/com_virtuemart/languages`

If you have no access or permission to upload the files via FTP, you can upload the whole Language Package (as one complete archive) to that directory using the eXtplorer. After that you can extract the file directly on the server.

3. Switch the global Language + Locale

   For Joomla! 1.0/Mambo: go to the global Configuration Screen, switch to the Tab "Locale" and change the language option to the language of your choice.

   For Joomla! 1.5: go to "Extensions" => "Languages", select the language of your choice and make it "default" by clicking that icon in the toolbar.

   VirtueMart should now pick up the correct language from its own language folder.

   ### Note

   The Language Files for Joomla!/Mambo and VirtueMart should have the same file name (or a correct value for the tag "backwardLang" in the XML installer file of the language under Joomla! 1.5).

This section doesn't cover information on how to set up a multi-language site with contents in more than one language.

This can be achieved by using 3rd Party Tools like

- Joom!Fish [http://extensions.joomla.org/component/option,com_mtree/task,viewlink/link_id,460/Itemid,35/]
- Nooku [http://nooku.org]

2.2.7. Installation FAQ

2.2.7.1. The Installer tells me "ERROR: Could not find an XML setup file in the package". What's wrong?

Mostly this problem arises because you have not unpacked the file `VirtueMart_x.x_COMPLETE_PACKAGE.zip` before and tried uploading / installing this file.

2.2.7.2. The Joomla! 1.5 installer fails to install VirtueMart with the error message "There was an error uploading this file to the server.". What's the problem?

The most common reason for this problem is that the File you have uploaded is too big. The File Size Upload Limit on your Server is set too low to allow larger files to be uploaded. By default PHP allows files up to 2 MB, but this limit needs to be set to 4 MB in order to upload the VirtueMart Component Install File.

If you have access to the php.ini, then change the directive `upload_max_filesize` to "4M" and reload the server configuration.

If you are running PHP in CGI mode on Apache, you can place an `.htaccess` file in your Joomla! root directory and place the following code inside:

```
php_value upload_max_filesize 4M
```

2.2.7.13. The installation on Joomla! 15 fails with the error “Your Extension appears to be written for an older version of Joomla!. You must enable the System - Legacy Plugin in the Plugin Manager if you wish to complete this task.”.

You have probably uploaded an old Version of VirtueMart or an old Module, which is not ready for Joomla! 1.5. Make sure you have downloaded the Virtuemart Package for Joomla! 1.5 (with the file extension ".j15.zip").

VirtueMart 1.0.x is not compatible to Joomla! 1.5 and no efforts are taken to achieve compatibility.

2.2.7.14. The Installer tells me "Another component is already using the directory com_virtuemart"

Please delete the directories `/site_root/components/com_virtuemart` and `/site_root/administrator/components/com_virtuemart`. If you can't delete the directories using ftp, try the file manager for Joomla!, eXtplorer [http://extplorer.sourceforge.net], instead.

2.2.7.15. When using the automatic installation nothing happens after clicking on "Upload & Install" or the installer tells me "Failed to move to /media directory" What's the cause?

VirtueMart is a big component, its installer file archive has a size of more than 2 MB. When uploading this file to your server you can wait a long time until the file is completely transferred to your server. You can use the Remote Installer for VirtueMart instead! (Remote Installer for VirtueMart) [http://joomlacode.org/gf/project/virtuemart/frs/?action=FrsReleaseBrowse&frs_package_id=192]

2.2.7.16. What are those `tar.gz` files, aren't those for Unix/Linux systems only?

tar.gz Archives come from the Unix World, but they can be used on Windows and Mac systems as well. On Windows you can unpack them using Winzip or Winrar. Gzip has a much much better compression than Zip, that's one reason why most Open Source projects use it for their distributions.

2.2.7.17. On an upgrade from mambo-phpShop, the VirtueMart installer won't recognise my existing tables! What to do now?

Sometimes the tables beginning with jos_pshop_ or mos_pshop_ are not found. Before you click on "Install sample data" or "Go directly to the shop" you can just type in this URL in the addess bar of your browser:

```
index2.php?option=com_virtuemart&install_type=update12pl3
```

After that the upgrade procedure begins!

2.2.7.18. After the installation I try to access VirtueMart, but it just prints out an error like "store is not a valid VirtueMart module...". What's wrong?

The installation is corrupt. The registered functions and core modules, which are used by VirtueMart to check the acccess permissions are missing. You need to make sure that the tables "jos_vm_functions" and "jos_vm_modules" have been created in your database and contain records. If they are missing, you can add those tables manually by using the SQL installer file `/sql/virtuemart.installation.joomla.sql`. Search for those tables, copy the SQL code and paste it into the textarea in phpMyAdmin's SQL execution screen.

2.2.7.19. After having installed the component, I add a Main Menu Link to the VirtueMart component. But clicking on that link only displays the text "Welcome to Washupito's....." What's wrong?

VirtueMart is no component-only script. It's programmed to be used together with the corresponding VirtueMart Main Module. VirtueMart will not operate properly without the VirtueMart Main Module.

Chapter 3. First Steps

Do you have installed the VirtueMart Main Module?

If not, do so now. Don't forget to publish it somehere on your site. This module is meant to display all categories and to control the component.

Note

All following procedures mean that you use the Main Menu of the VirtueMart Administration!

Tip

VirtueMart provides FULL ACCESS to its Administration Panel from the Frontend! That means that you don't have to login at the backend of your site to make all your changes, but just click on "Administration" in the VirtueMart Main Module. (requires *admin* or *storeadmin* permissions)

1. Go to "Store" # "Edit Store" and make all important settings that fit to your details. Don't forget to set currency, currency display style and your email address!
2. Go to "Tax" # "Add tax rate" and add a tax rate accoring to the local settings of your Shop (important for european shops!).
3. Go to "Components" # "VirtueMart" # "Admin" # Configuration and change all details to fit your needs.
4. Go to "Components" # "VirtueMart" # "Products" # "Add category" and set up your categories and category structure. Be sure that all of them are published.
5. Go to "Components" # "VirtueMart" # "Products" # "Add Product" and add as many products as you need repeating this step.

3.1. Joomla! Global Configuration

[VirtueMart makes use of the global Configuration values which can be set in the Global Configuration for your Joomla!/Mambo site.]

Allow User Registration	YES An user/customer must be registered to your site before being able to checkout (even if the customer might not recognise it due to silent registration). VirtueMart provides an enhanced Registration Form where customers can leave their account and shipping data. When register using this form, they are automatically added to the Joomla! user list.
Use New Account Activation	NO If you keep this feature disabled, new customers have a streamlined checkout process and don't have to activate their new account by checking their email and restart their checkout!
Mail Configuration	varies VirtueMart sends Emails using the global Mail Configuration. So be sure to modify the Values according to your Mail Server Configuration.

Caution

If you don't change your Store Information and the Email Address, VirtueMart sends Order Confirmation Emails to *demo_order@virtuemart.net*.

Localization / Language

Whatever language you set in the Global Configuration: VirtueMart tries to pick it from its own language directory:

```
/administrator/components/com_virtuemart/languages
```

If the selected language isn't found, the english language file is loaded by default - so you must never delete it.

Search Engine Friendly URLs

Recommended: Off

VirtueMart is fully SEF compatible, but please note that some the SEF links for VirtueMart, which are generated by Joomla's / Mambo's SEF module or others, sometimes lead to "URL redirection limit exceeded..." or internal server errors.

Chapter 4. Administrator Tutorial

This tutorial will walk you through the setup of your site, ongoing management, and advanced administration accessed via the VirtueMart administrative interface.

It assumes that you have already installed and configured your site (VirtueMart 1.1 with Joomla! 1.0.13).

VirtueMart allows you to select "Simple Layout" and "Extended Layout". The simple layout is the standard layout and provides a basic cross-browser-safe layout. The extended layout instead uses the fabulous ExtJS library for creating a nested layout that allows better presentation of the administrative functions of VirtueMart. So it opens items for editing in a new tab inside the main panel. It should work fine on Internet Explorer 6+, Firefox 2+, Opera 9+ and Safari 2+.

4.1. Shop Configuration

The Configuration Panel is the most important part of VirtueMart. It can be accessed via "Admin" # "Configuration".

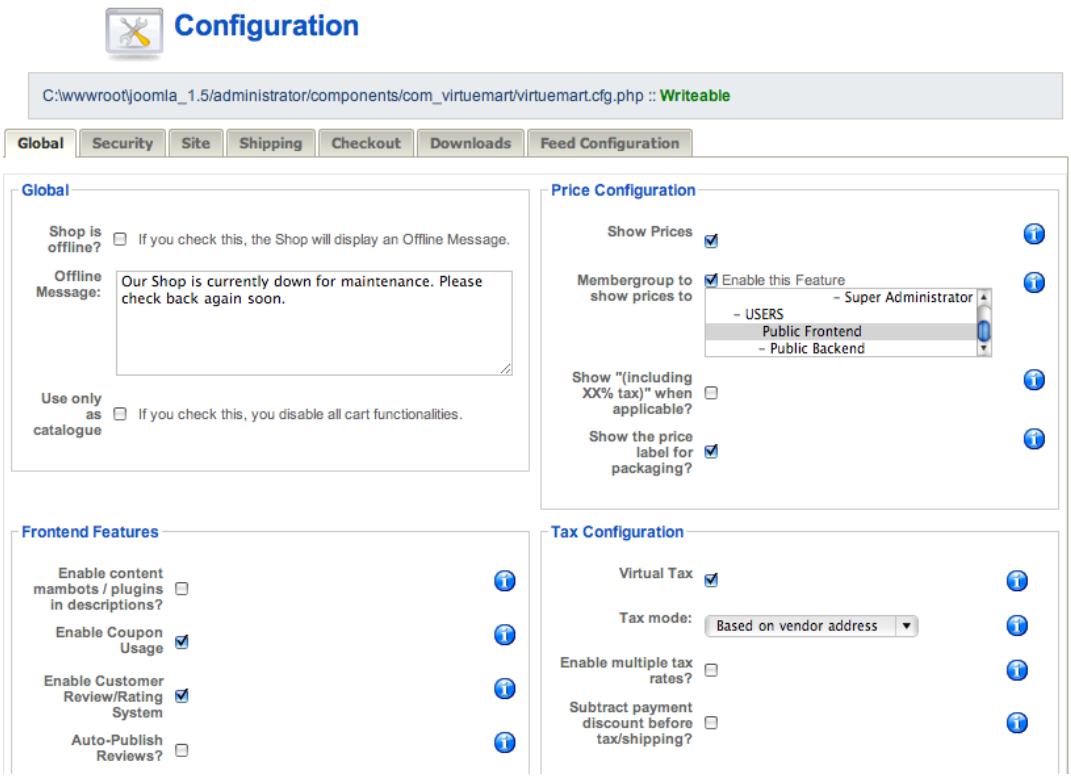


Figure 4.1. The Configuration Form

Note that the Configuration Panel can be accessed by Users with Permissions "admin" only (by default).

You can access the different parts of the Panel by clicking on the Tab Headings.

4.1.1. Global

Global

Shop is offline? — Here you can switch the shop from Online to Offline mode. In offline mode, the offline message is displayed instead of the

	product pages. This means the whole shop section isnt usable for customers. Administrators won't see the shop too.
Offline Message	This message will be displayed to customers who try to access your store.
Use only as catalogue	Hides all "Add to Cart" buttons.
Show Prices	When enabled, product prices are displayed. (useful when using "catalog-only" functionality. Note that you can't hide prices from unregistered users to show prices only to registered users. Either ON or OFF!
Membergroup to show prices to	default:"Public Frontend" Here you can decide which membergroups of your site are allowed to see product prices.
Show "(including XX% tax)" when applicable?	When checked, users will see the text "(including xx% tax)" when prices are shown incl. tax (which depends on shopper group settings!).
Show the price label for packaging?	Use "price per packaging" label?
Show Prices including tax?	Sets the flag whether the shoppers sees prices including tax or excluding tax. When enabled prices are displayed like "X.XX (including XX% Tax)"
Enable content mambots/plugins in descriptions?	If enabled, you can use your mambots and plugins for dynamic content in the product or category descriptions.
Enable Coupon Usage	If you enable the Coupon Usage, you allow customers to fill in Coupon Numbers to gain discounts on their purchase.
Customer Review/Rating System	If enabled, you allow customers to rate products and write reviews about them. So customers can write down their experiences with the product for other customers.
Auto-Publish Reviews?	If enabled, customer reviews are instantly shown after being submitted. Maybe not a good idea, because you want to check the product reviews before.
Comment Minimum Length	This is the amount of characters a customer must write at least before a review can be submitted.
Comment Maximum Length	This is the maximum amount of characters a customer can write before a review can be submitted.
Enable Affiliate Program?	This enables the affiliate tracking in the shop-frontend. Enable if you have added affiliates in the backend. **Caution** The Affiliate Program doesn't fully work. It must be completed in future versions.
Virtual Tax	This determines whether items with zero weight are taxed or not (only applies in Ship-To-Address based Tax Mode).
Tax mode	This determines which tax rate is taken for calculating taxes. It can be either the tax rate of the customer's shipping address

	location, the tax rate of the store/vendor location or - in EU Mode - the tax rate of the country, the store is located in, regardless where the goods are shipped to.
Enable multiple tax rates?	Check this, if you have products with different tax rates (e.g. 7% for books and food, 16% for other stuff).
Discount before tax/shipping?	Sets the flag whether to subtract the Discount for the selected payment BEFORE (checked) or AFTER tax and shipping.
User Registration Type	• Normal Account Creation: This type of registration asks each customer for a username and password and all other published registration details. • Silent Account Creation: In this mode, users don't need to fill in a username and password for a new account. Instead the email address is used for the new account and a random password is generated. The registration details are mailed to the customer. • Optional Account Creation: The customer can select if a persistant account is created or not. If the customers chooses to create an account, he is asked for an username and password. If he chooses not to create an account, a hidden account is created - so the customer can be silently logged in and check out. • No Account Creation possible In this mode the customer can checkout without being able to create an account for returning later on. Each time a dummy user account is created to keep the data structure intact.
Show the "Remember me" checkbox on login?	The "Remember me" feature allows to set a cookie in the customer's browser, so the customer doesn't need to login each time he returns to the site. This is done by default. But such cookies can be a security risk - especially when people are sharing a PC in an Internet Cafe. So check this checkbox to allow customers *not* to store a user cookie.
Customers can select a state/ region?	When enabled, your customers are presented a drop-down list with states where they can select one.
Must agree to Terms of Service?	Check if you want a shopper to agree to your Terms of Service before registering to the shop.
Agree to T.o.S. on EVERY ORDER?	Check if you want a shopper to agree to your terms of service on EVERY ORDER (before placing the order).
Show information about "Return Policy" on the order confirmation page?	Store owners are required by law to inform their customers about return and order cancellation policies in most european countries. So this should be enabled in most cases.
Legal information text (short version)	This text instructs your customers in short about your return and order cancellation policy. It is shown on the last page of checkout, just above the "Confirm Order" button.

Long version of the return policy (link to a content item)	This is the long and detailled version of your returns policy. This text is linked in the short version and appended to each order confirmation email.
Check Stock?	Sets whether to check the stock level when a user adds an item to the shopping cart. If set, this will not allow user to add more items to the cart than are available in stock.
Show Products that are out of Stock?	Let's you decide wether Products that are out of Stock are displayed or hidden (only available when Check Stock is enabled).
Enable the Cookie Check?	If enabled, VirtueMart checks wether the browser of the customer accepts cookies or not. This is user-friendly, but it can have negative consequences on the Search-Engine-Friendlyness of your shop.
Currency Converter Module	This allows you to select a certain currency converter module. Such modules fetch exchange rates from a server and convert one currency into another.
Order-mail format:	This determines how your order confirmation emails are set up: • as a simple text email • or as a html email with images.
DEBUG ?	Turns on the debug output. This causes the DEBUGPAGE to be displayed at the bottom of each VirtueMart page. Very helpful during shop development since it shows the carts contents, form field values, etc.

4.1.2. Security

SECUREURL	Example: https://www.mydomain.com/ The secure URL to your site. (https - with trailing slash at the end!) **Caution** Be careful what you fill in here - if the address doesn't exist, customers would be redirected to a non-existing location and receive a 404 error!
Shop Areas which must use https	Some of the areas of your shop can be forced to use the SECUREURL connection. Here you can choose the modules which must use this SECUREURL. By default this is: "account" (Account Maintenance) and "checkout" (the complete Checkout).
Generally prevent secure connections?	When checked, the shopper is redirected to the **normal** URL when not browsing in those shop areas, which are forced to use the **SECUREURL**.
Encryption Function	Recommended: AES_ENCRYPT Choose the MySQL function, which is used to encode/encrypt important data in the database tables. AES Encrypt is far more

	secure, as it actually encrypts the data, not just encodes it. AES_ENCRYPT is available in MySQL >= 4.0.2.
Encryption Key	The secret key for encrypting payment account data like credit card numbers and storing them encrypted in the database.
Store Credit Card Information?	Allows to completely disable the storage of Credit Card data.
Allow Frontend-Administration...	...for non-Backend Users? With this setting you can enable the Frontend Administration for users who are storeadmins, but can't access the Mambo Backend (e.g. Registered / Editor).
Table Prefix for VirtueMart Tables	This is an experimental feature to allow multiple shops in one Joomla! installation.
HOMEPAGE	Example: shop.index This is the page which will be loaded **in the frontend** by default.
ERRORPAGE	Default: shop.error This is the default page for displaying VirtueMart Error Messages.
Proxy Server URL	The URL of the Proxy Server you need to pass from the server for connections into the Internet.
Proxy Port	The Port of the Proxy Server
Proxy Auth Username	Only if needed: the username for authentication at the proxy server
Proxy Auth Password	Only if needed: the matching password for authentication at the proxy server

4.1.3. Site (Display & Layout)

VirtueMart makes use of the Joomla/Mambo Templates' CSS. It uses the Standard-CSS Classes defined for Joomla! like `sectiontableheader`, `sectiontableentry1`, `sectiontableentry2` and so on.

Display

PDF - Button	Show or Hide the PDF - Button in the Shop Frontend.
Show the "Recommend to a friend" button?	Show or Hide the link to the form for recommending a product to a friend in the Shop Frontend.
Show the "Print View" link?	Show or Hide the link for the print view page in the Shop Frontend.
Show Page Navigation at the Top of the Product Listing?	default: checked Switches On or Off the Display of Page Navigation at the Top of the Product Listings in the Frontend.

Default Product Sort Order	Here you can select by which criteria products are ordered in the product lists.
Available "Sort-by" fields	Here you can select the criteria which is available for the customer to reorder the product list.
Show the Number of Products?	default: checked Switches On or Off the Display of Products in a Category right behind the Category Name like "Power Tools (3)".
"no image" image	default: `/components/com_virtuemart/themes/default/images/noimage.gif` This image will be shown when no product image is available.
Show footer "powered by..." ?	Displays a *powered-by-VirtueMart* footer image. Give credits back to the author!

Design

Global Shop Theme	Here you can select which theme is used to style the shop. The configuration link takes you to the theme configuration screen.
Default number of products in a row	This defines the number of products in a row. Example: If you set it to 4, the **default** category template will display 4 products per row. **Note** You can change the Category's Number of products per row for each category in its category form!
Category Template	default: managed This defines the category template for displaying products in a category *when no special template is set*. You can create new templates by customizing existing template files (which reside in the directory `/components/com_virtuemart/themes/default/templates/browse/` and start with "browse_"). **Note** You can override this Category Template Setting for each Category in its Category Form!
FLYPAGE	default: shop.flypage This is the page used for displaying product details when no special flypage is set. **Note** You can change the Flypage for each category in its category form!
Dynamic Thumbnail Resizing?	If checked, you enable dynamic Image Resizing. This means that all Thumbnail Images are resized to fit the Sizes you provide below, using PHP's **GD2** functions.

Tip

You can check if you have GD2 support by browsing to "System" # "System Info" # "PHP Info" # gd.

The Thumbnail Image quality is much better than Images which were "resized" by the browser. The newly generated Images are put into the directory /shop_image/prduct/resized. If the Image has already been resized, this copy will be send to the browser, so no image is resized again and again.

Thumbnail Image Width	The target **width** of the resized Thumbnail Image.
Thumbnail Image Height	The target **height** of the resized Thumbnail Image.

4.1.4. Shipping

In the Shipping section you can select one or more of the provided Shipping Modules.

Tip

You can configure Online Services (like UPS® or Intershipper®) in "Store" # "List Shipping Modules" # Service Name. Other Shipping methods like Standard Shipping or Zone Shipping must be configured through their own administrative interface: "Shipping" # Shipping Rates / Shippers or "Zone Shipping" # "Zone List". The Free Shipping module can be configured by amount only in the *Store Form*.

The selected Shipping Module will list all available Shipping Rates on Checkout.

Note

If you want *no Shipping Rate Selection*, you must select "Disable Shipping method selection" AND a checkout process (next Tab) which doesn't include Shipping Method selection.

4.1.5. Checkout

Enable the Checkout Bar	default: Enabled Check this, if you want the 'checkout-bar' to be displayed to the customer during checkout process (1 - 2 - 3 - 4 with graphics).
Checkout Steps	The Checkout Process is divided into different Steps. Steps can be combined to so-called "Checkout Stages" by giving the same ordering number. Each one of the steps can be re-arranged by using the input boxes and writing a numeric value into it indicating the step number.

4.1.6. Downloads

Enable Downloads	Check to enable the Download Feature. Only If you want sell downloadable goods.
"Enable download" Status	value: can be some Order Status (*not cancelled ;-)*). Select the order status at which the customer is notified about the download via e-mail.

"Disable download" Order Status	Sets the order status at which the download is disabled for the customer.
DOWNLOADROOT	The physical path to the files for the custumer download. (trailing slash at the end!) **Important** Must be a physical path, no URL. **Caution** For **Security Reasons** you should specify a directory somewhere outside of the Document Root of your Web Server. If your Website resides in `/var/www/sitename/htdocs/`, you should - for example- choose `/var/www/sitename/downloads/` as the Download Root.
Download Maximum	Sets the number of downloads which can be made with one Download-ID for one order.
Download Expire	Sets the time range in seconds in which the download is enabled for the customer. This range begins with the first download! When the time range has expired, the download-ID is disabled. **Tip** 86400s=24h
Keep Product Stock Level on Purchase?	When enabled, the stock level for a downloadable product is not lowered although it was purchased by customers.

4.2. Getting Started

To access the configuration of VirtueMart, select "Components | VirtueMart" in the Joomla! Administration Interface.

Figure 4.2. Joomla! Administrator: Component Drop-Down List

If you see the VirtueMart "Welcome" page when accessing VirtueMart, click "Go Directly to Shop".

Navigating to the VirtueMart admin interface will bring up the "Store: Summary" page.

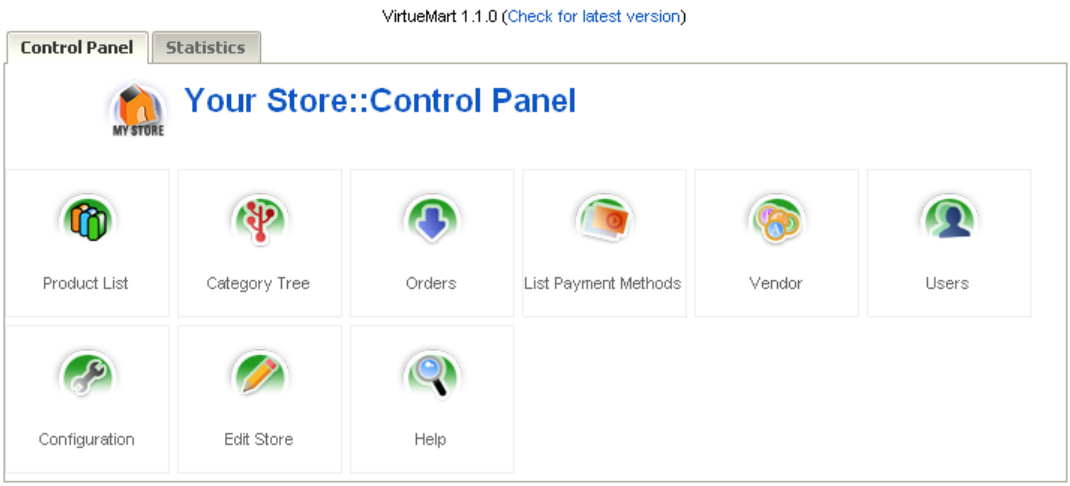


Figure 4.3. VirtueMart Control Panel

You may also access this page from within the VirtueMart interface under "Store | Summary"

4.3. Store Setup

To begin setting up your store, select "Store | Edit Store" from the VirtueMart admin interface.

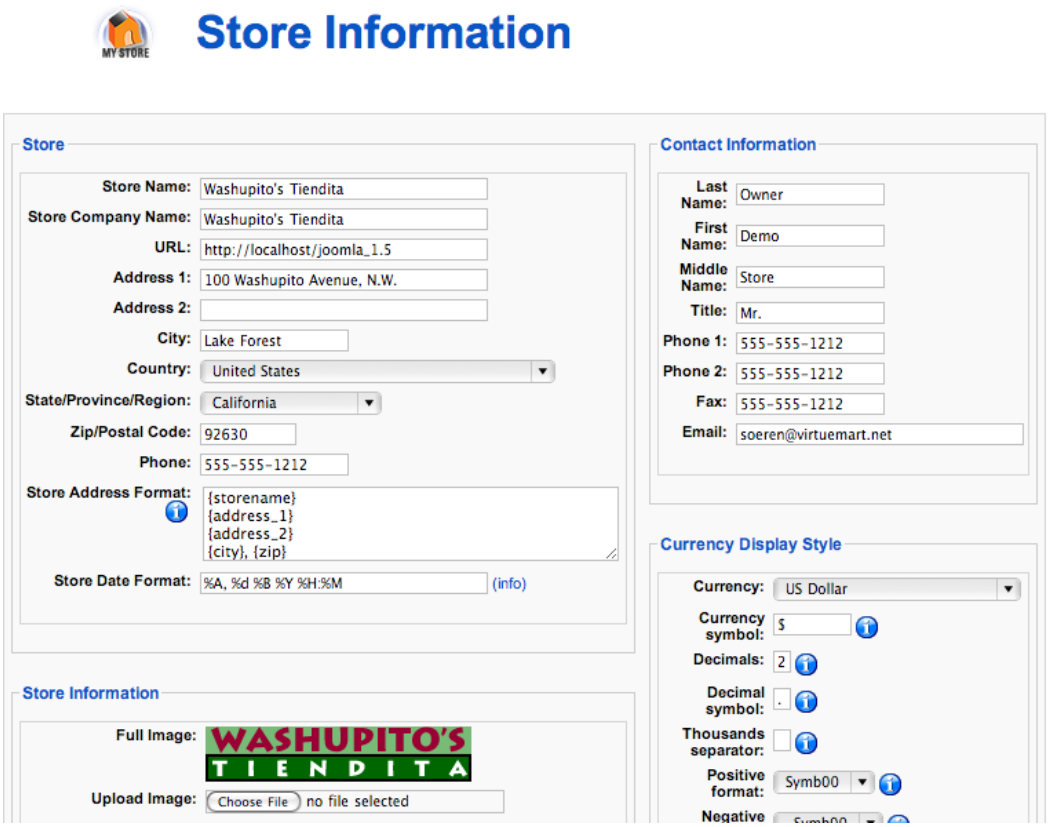


Figure 4.4. VirtueMart Administration: The Store Form

The Information from the Store Information Form is displayed in various Locations on the Shopping Site. This is your Store's primary Identity - essentially a special "Master" Vendor.

Store Information Form Fields

Store Name	Required The name of the Store.
Store Company Name	Required The name of your company.
URL	The Store's Internet Address.
Address 1	Address Line 1
Address 2	Address Line 2
City	The City where your Store is located.
State/Province/Region	The State / Region where your Store is located.
Country	The Country where your Store is located.

Zip/Postal Code	The ZIP of your Store's location.
Phone	Your Store's Phone Number
Last, First & Middle Name	The Name of your Contact Person.
Title	The title of the Contact Person.
Phone 1 & 2	Your contact's Phone number.
Fax	The Fax number for the Contact.
Email Address	Primary store contact email address
Full Image	Required Displays the currently configured store logo.
Upload Image	Optional Browse to your company logo. This will be uploaded when you click on the "Save" icon.
Minimum Purchase Order Value	This is the amount which is the minimum Order Value for Checkout.
Minimum Amount for Free Shipping	This is the amount, from which on Shipping is free.
Currency	The Store's global / default Currency
Currency symbol	This is the currency symbol which will be used when displaying prices.
Decimals	Number of decimals.
Decimal symbol	Can be somethin like . , or empty.
Thousands separator	Same as decimal symbol.
Positive format	Display Order / Style for positive numbers.
Negative format	Display Order / Style for negative numbers.
List of accepted currencies	This list defines all those currencies you accept when people are buying something in your store. **Note** All currencies selected here can be used at checkout! If you don't want that, just select your country's currency (=default).
Description	This is your Store's Description which is shown on the page `shop.index`.
Terms of Service	This is the complete text for your Terms of Service that is displayed to the customer.

Click on the "Save" icon. Now you're ready to begin adding Categories, Products and Manufacturers.

4.4. Countries, Currencies, Core Modules & Functions

4.4.1. Managing Countries

Countries are managed in the country list, which can be accessed through "Admin" # "List Countries".

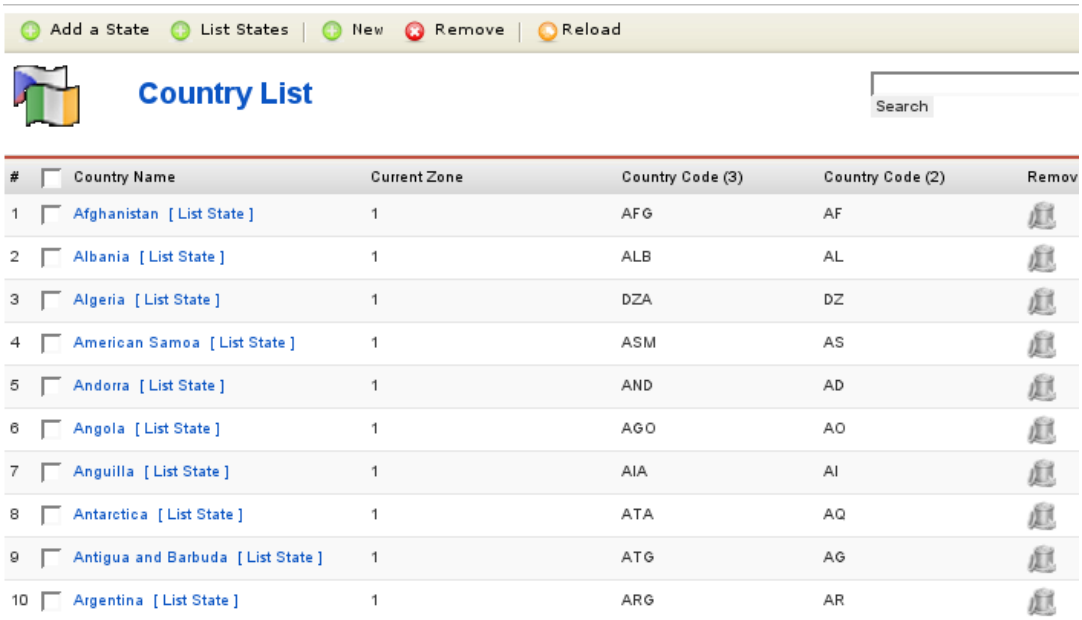


Figure 4.5. VirtueMart Administration: Country List

To add a new country, click "New" in the top of the list and fill out the fields in the country form.

Figure 4.6. VirtueMart Administration: Country Form

Don't forget to save and the new country is added to the list.

You can modify existing countries. To do so, just click on the name of a country in that list and a form opens and you can modify the properties of this country. Again don't forget to save your changes.

To remove one or more countries from the list, either click on the "trash bin" icon in the last column of each row and confirm to remove the country or select countries and click on "Remove" in the toolbar.

4.4.2. Managing Currencies

Currencies are managed in the currency list, which can be accessed through "Admin" # "List Currencies".

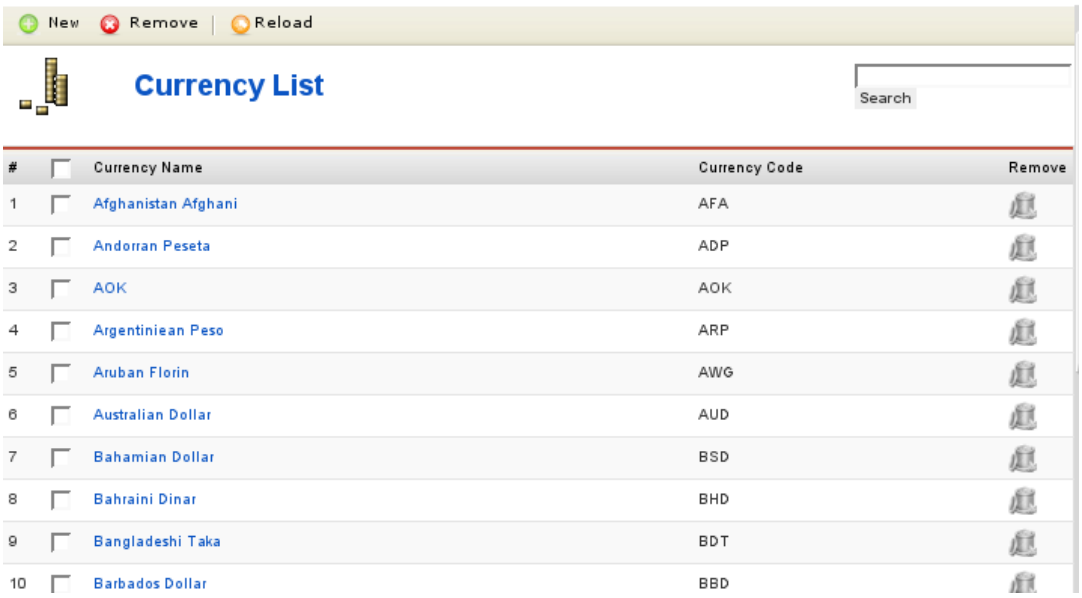


Figure 4.7. VirtueMart Administration: Currencies List

To add a new Currency, click "New" in the top of the list and fill out the fields in the Currency form.

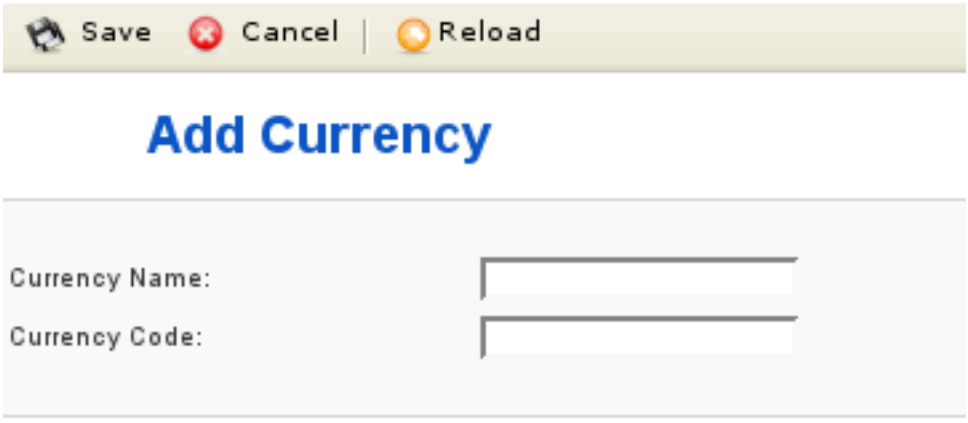


Figure 4.8. VirtueMart Administration: Currency Form

Don't forget to save and the new currency is added to the list.

You can modify existing currencies. To do so, just click on the name of a currency in that list and a form opens and you can modify the properties of this currency. Again don't forget to save your changes.

To remove one or more currencies from the list, either click on the "trash bin" icon in the last column of each row and confirm to remove the currency or select multiple currencies using the checkboxes and click on "Remove" in the toolbar.

4.4.3. VirtueMart Core Modules

VirtueMart Core Modules have absolutely nothing to do with "Joomla! Module", which are sideblocks in your Joomla! site.

Core Modules build a part of your store and are used to manage the different sections and their access permissions.

Caution

You need to act carefully in this part of VirtueMart. Changing Core Modules and their permissions can result in locking out other users or even yourself from the store.

Core Modules are managed in the module list, which can be accessed through "Admin" # "List Modules".

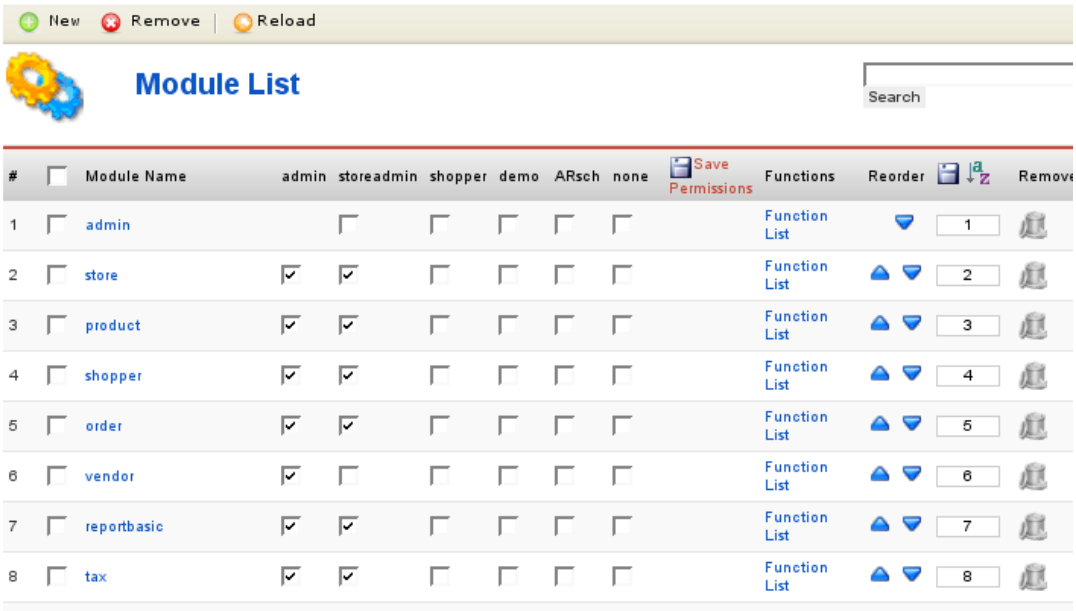


Figure 4.9. VirtueMart Administration: Module List

To add a new module, click "New" in the top of the list and fill out the fields in the module form.

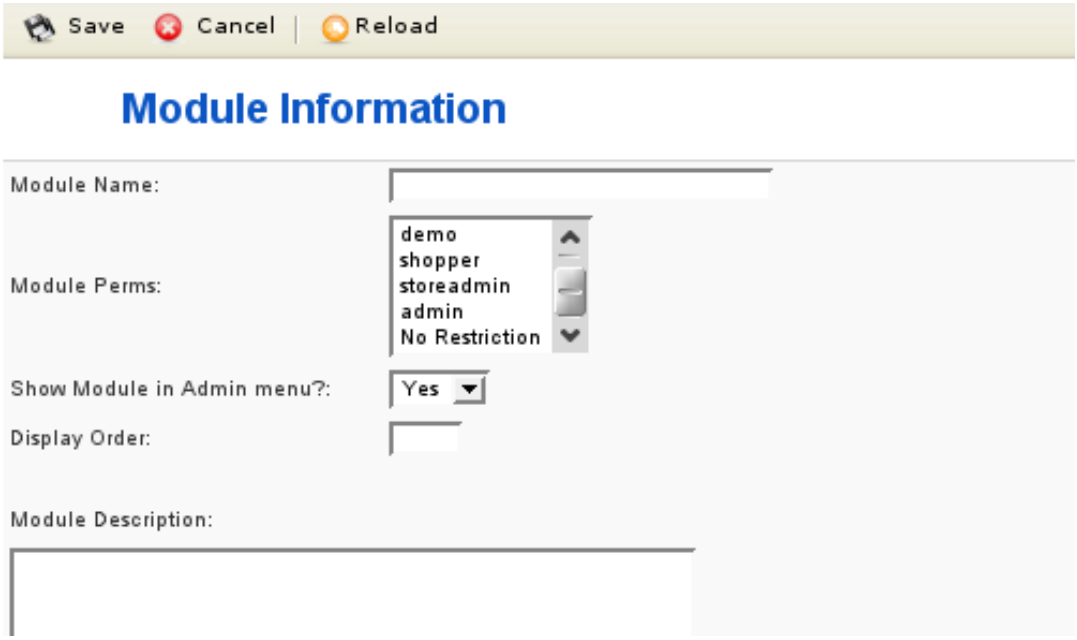


Figure 4.10. VirtueMart Administration: Currency Form

Don't forget to save and the new module is added to the list.

You can modify existing modules. To do so, just click on the name of a module in that list and a form opens and you can modify the properties of this module. Again don't forget to save your changes.

To remove one or more modules from the list, either click on the "trash bin" icon in the last column of each row and confirm to remove the module or select modules and click on "Remove" in the toolbar.

4.4.4. VirtueMart Core Functions

"Functions" are a core feature of VirtueMart and allow to control the access to all processes in VirtueMart. Functions are executed using the "func" parameter in the URL given the other URL parameters as function variables.

Caution

You need to act carefully in this part of VirtueMart. Changing Core Functions and their permissions can result in locking out other users or even yourself from the store.

Functions are always assigned to core modules. So at first you need to go to the module list ("Admin" # "List Modules") and then click on "Function List" in the row of the module you want to manage functions for.

If you have done this, you can see a list of all functions for that module.

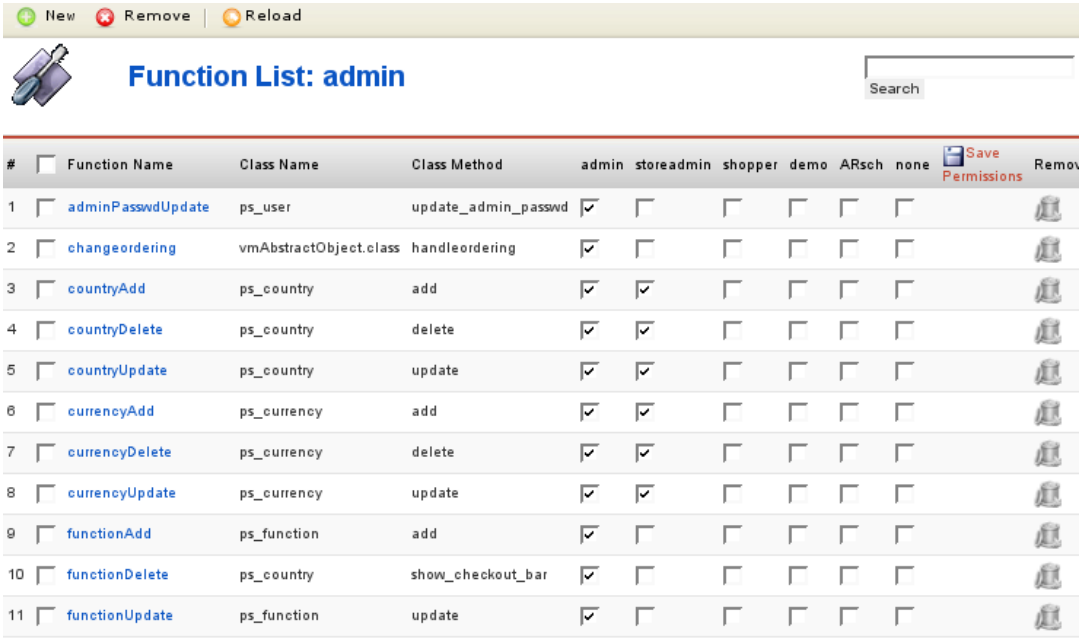


Figure 4.11. VirtueMart Administration: Function List

To add a new function, click "New" in the top of the list and fill out the fields in the function form.

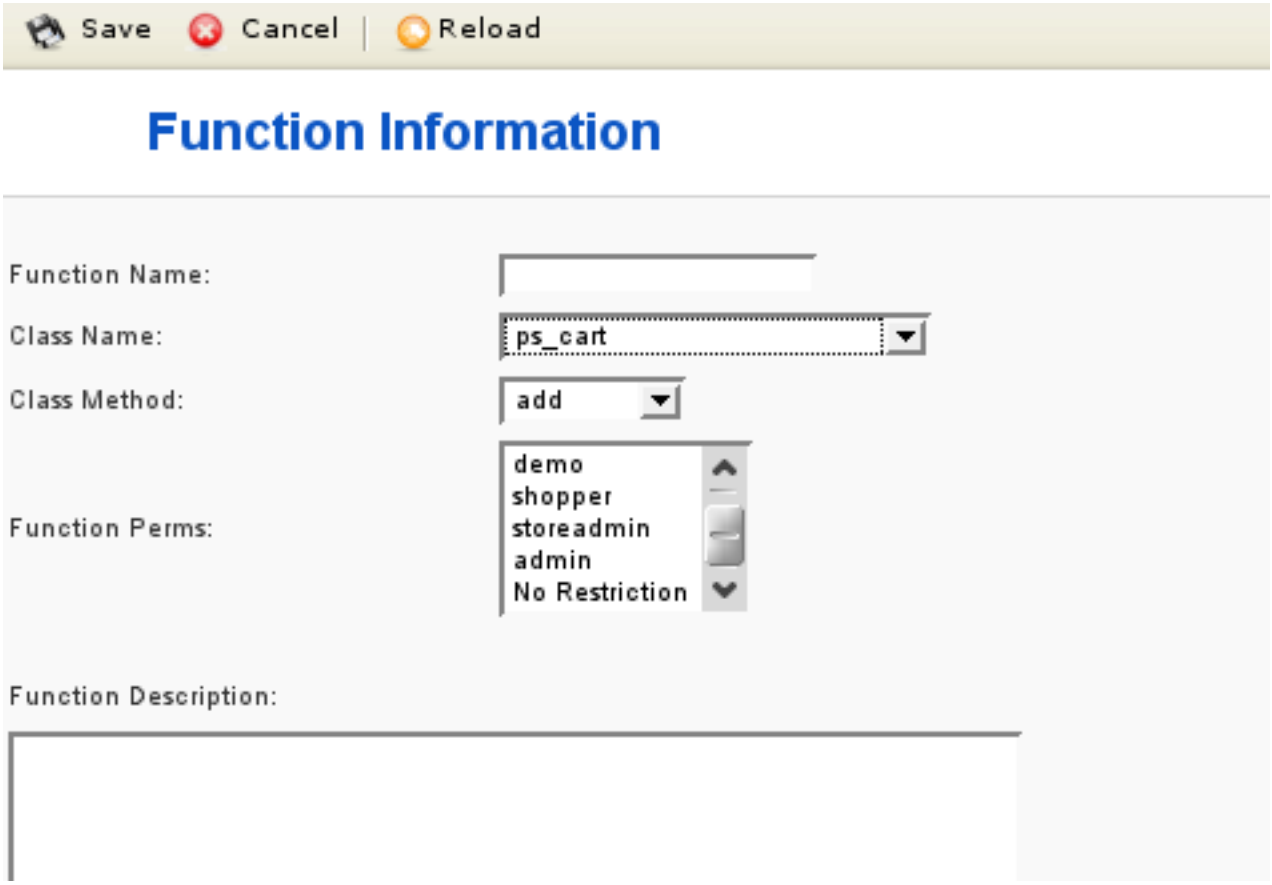


Figure 4.12. VirtueMart Administration: Function Form

Don't forget to save and the new function is added to the list.

You can modify existing functions. To do so, just click on the name of a function in that list and a form opens and you can modify the properties of this function. Again don't forget to save your changes.

To remove one or more functions from the list, either click on the "trash bin" icon in the last column of each row and confirm to remove the function or select functions and click on "Remove" in the toolbar.

4.5. Manufacturer Administration

Manufacturers are associated with products, providing web site, contact, and descriptive information. Each product that is created is associated with a Manufacturer.

For stores where manufacturer information is not necessarily relevant, a default manufacturer is created upon installation.

It is not necessary to create manufacturers prior to creating your catalog. Products can be re-associated to manufacturers after all the product records have been created. However, creating the manufacturers first can save a lot of extra work if you already know that you will be using this information.

4.5.1. Manufacturer Categories

Manufacturer Categories are used to group Manufacturers into different categories.

Adding Manufacturer Categories

VirtueMart creates the manufacturer category name "-default-" upon installation. It is not necessary to change this.

To create a new manufacturer category, select "Manufacturer | Add Manufacturer Category".

Manufacturer Category Form Fields:

Category Name	The name of the Manufacturer category.
Category Description	A description of the Manufacturer category (optional).

Click on the "Save" icon. You will be redirected to the "Manufacturer Category List" page, showing the "-default-" category, and the new category you just entered.

Editing Manufacturer Categories

To edit an existing manufacturer category, select "Manufacturer | List Manufacturer Categories" in the VirtueMart admin menu. This will return a list of existing manufacturer categories.

Click on the name of the manufacturer category you want to edit, make any necessary changes to the fields (listed above), and click on the "Save" icon.

You will be returned to the Manufacturer Category List.

Deleting Manufacturer Categories

Before deleting an existing manufacturer category, all manufacturers associated to that category must be removed through either deletion or re-association to a different manufacturer category. VirtueMart will not allow the deletion of a manufacturer category while manufacturers still exist for that manufacturer category. See below under "Manufacturers" for information on re-association and deletion of a manufacturer.

Once the manufacturers have been removed, select "Manufacturers | List Manufacturer Categories" from the VirtueMart admin menu. Click on the name of the manufacturer category you want to delete. In the Manufacturer Category Form, click on the "Remove" icon. Click "OK" to confirm that you are sure you want to delete this category. You will be returned to the Manufacturer Category List.

Note that the manufacturer category you deleted is no longer listed. To recover this record, you must create a new manufacturer category, and re-associate any manufacturers that belong in that manufacturer category.

4.5.2. Manufacturers

Adding Manufacturers

To create a new manufacturers, select "Manufacturer | Add Manufacturer" in the VirtueMart admin menu.

Edit the following fields in the Manufacturer Information Form:

Manufacturer Name	The manufacturer's name or company name.
URL	http://www.example.com The manufacturer's fully qualified web address.
Manufacturer Category	The manufacturer category this manufacturer will be associated with.
Email	The manufacturer contact's email address.
Description	Information promoting or about the manufacturer.

Click the "Save" icon to create your new manufacturer.

Editing Manufacturers

To edit an existing manufacturer, select "Manufacturer | List Manufacturers" to see a list of all manufacturers. You may also get to this screen by clicking on the linked text, "Manufacturer List", in the Manufacturers column on the Manufacturer Category List screen.

Click on the name of the manufacturer you would like to edit, or click on the linked text "update" in the Admin column - either will take you to the same Manufacturer Add Information form. Make your changes in the Manufacturer "Add Information" form (described above), and click on the "Save" icon. You will be returned to the Manufacturer List screen.

Deleting Manufacturers

Before deleting an existing manufacturer, all products associated to that manufacturer must be removed through either deletion or re-association to another manufacturer. VirtueMart will not allow the deletion of a manufacturerwhile these child records still exist for that manufacturer.

Once these child records have been removed, select "Manufacturer | List Manufacturers" to see a list of all manufacturer. Then click on the name of the manufacturer you would like to delete. In the Manufacturer Add Information form, click on the "Remove" icon. You will be returned to the Manufacturer List screen.

Once this manufacturer has been deleted, it is removed from the system. To recover this manufacturer, you must re-create the manufacturer information, and re-associate all appropriate products.

4.6. Product Administration

VirtueMart offers the ability to categorize products not only by manufacturer, but also by product category. Product categories may also contain subcategories enabling storekeepers to manage their products in as much detail as possible. Because products and product categories are associated to a particular vendor, it is important to create your vendor records before creating the product and product category records.

4.6.1. Product Categories

VirtueMart includes the ability to associate products to product categories and subcategories to enable better product management.

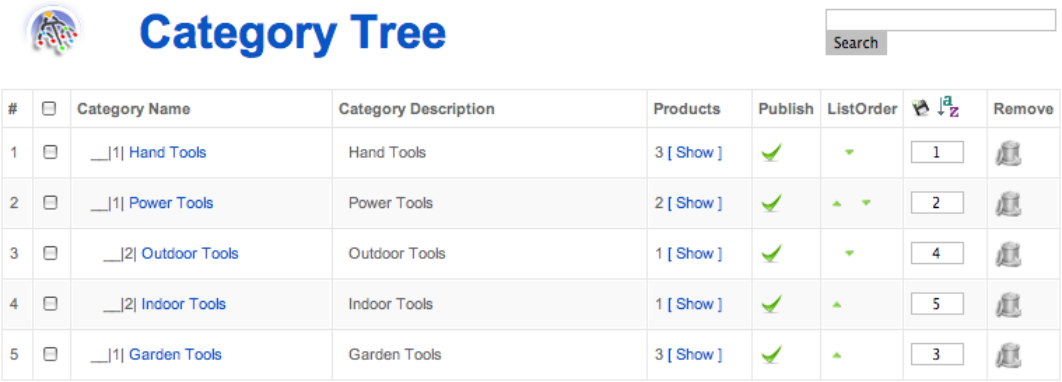


Figure 4.13. VirtueMart Administration: Category List

4.6.1.1. Adding or modifying Product Categories

To create a new product category, open the Product Category Form: "Products" # "Add Category".

To modify an existing category, click on the name of the category you want to edit in the category list.

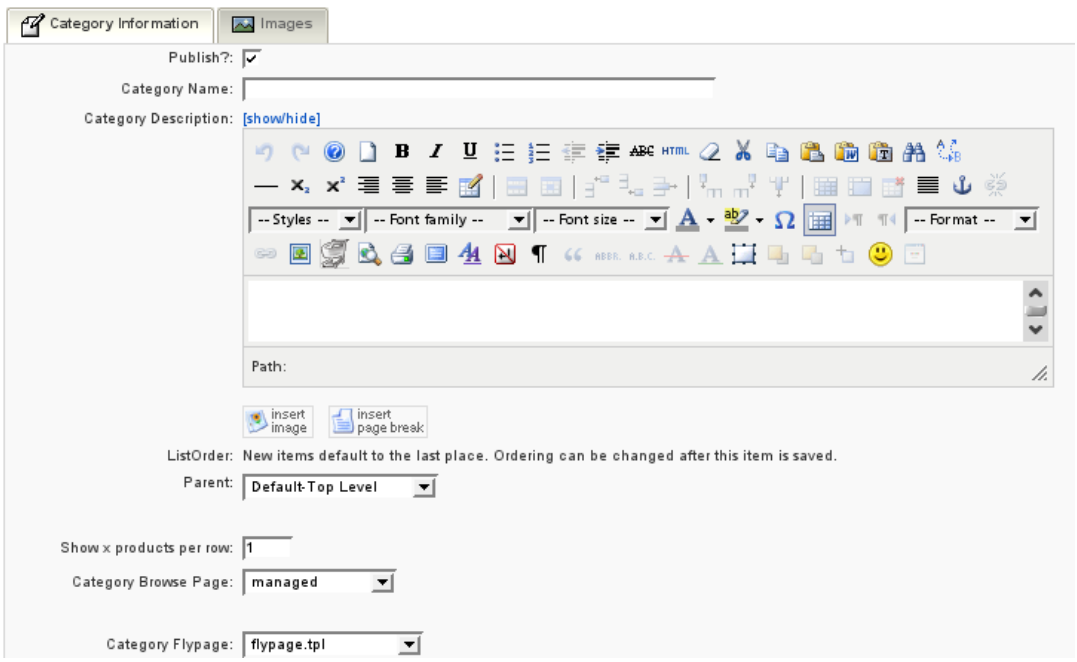


Figure 4.14. VirtueMart Administration: Category Form

Product Category Fields

Publish?	Used to specify whether the category will be published on the site.
Category Name	The name that will be used to identify the category.
Category Description	The description that will be displayed for the category.
ListOrder	The Place of this category in a list with other categories.
Parent	The parent category with which this category will be associated. If the category is to be a top level category, leave the Parent drop down list with the *Default Top Level* selected.If the category is to be a sub category of an existing category, choose the appropriate parent category from the Parent drop down list.
Show x products per row	The number of products per row when displaying products of this category. **Note** The Browse Page usually has to be adjusted when the number of products per row has been changed. You can use browse_2 for 2 products per row, browse_3 for 3 products per row and so on (maximum per default: 5).
Category Browse Page	Example: managed The template file for displaying the products of this category in a list. "Managed" Mode looks for the Setting for "Show x Products per Row" and decides, which browse page template will be chosen.
Category Flypage	Syntax: *shop.flypage* This is the template file for displaying the Product **Details** of a product in this category. You can create your own templates by modifiying existing templates (in the directory `/components/com_virtuemart/themes/templates/product_details`). The file for preparing the display of the Flypage is `/html/shop.product_details.php`. Some of the details that you can't find in the Flypage template can be found there. **Note** You should leave this field empty when you're not sure what to fill in.

4.6.1.2. Reordering or sorting Product Categories

You can reorder categories the way you want. There are different ways to achieve this.

- Use the blue arrows in the category list to move a category up or down
- Use the input fields in the rows of the category list to change the list order. If you have finished changing the values, click on the "Save" icon in the column header.

- Use the "sort alphabetically" icon in the list header. You can sort all categories in your store alphabetically using this functionality. Please note that this can't be undone. Once the categories are reodered you would have to change back manually.

4.6.1.3. Removing Product Categories

Before deleting an existing product category, all sub categories associated to the product category must be removed through either deletion or re-association. VirtueMart will not allow the deletion of a product category while subcategories still exist for that product category.

Categories can be removed from the store although they contain products. If products are assigned to more than one category, those products won't be removed if you delete just one category. But if a product is just assigned to one category, it will be deleted if you delete its category.

Removing a category can be done by clicking the "trash bin" icon in the last column of each row in the product category list. But you can also click the checkboxes of the categories you want to remove and click the "Remove" button in the toolbar.

4.6.2. Products

When creating your product records, it is important to make a distinction as to whether the product that is being created can be uniquely identified by its nature or name (e.g. Compact Disks, Video Cassettes, Books, etc.), or is one of many similar items that are uniquely identified by their attributes (e.g. Apparel, Furniture, Automobiles, etc.). The reason this distinction needs to be made, is because the methods for creating, editing and deleting differ for each. Items require the creation of Item Attributes, but products do not.

4.6.2.1. Adding/Updating Products

To create a new product, click on "Products" # "Add Product" to display the product form. Complete the product entry form and click the Save button in the top right corner to save the new product.

When Updating a product, just click on the Product Name in the Product List to display to Product Form of that product.

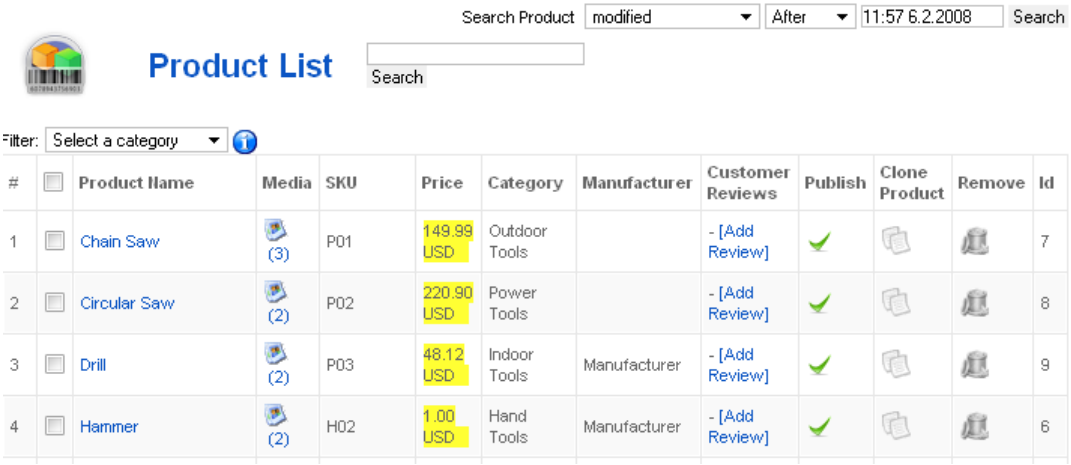


Figure 4.15. VirtueMart Administration: Product List

Product Form

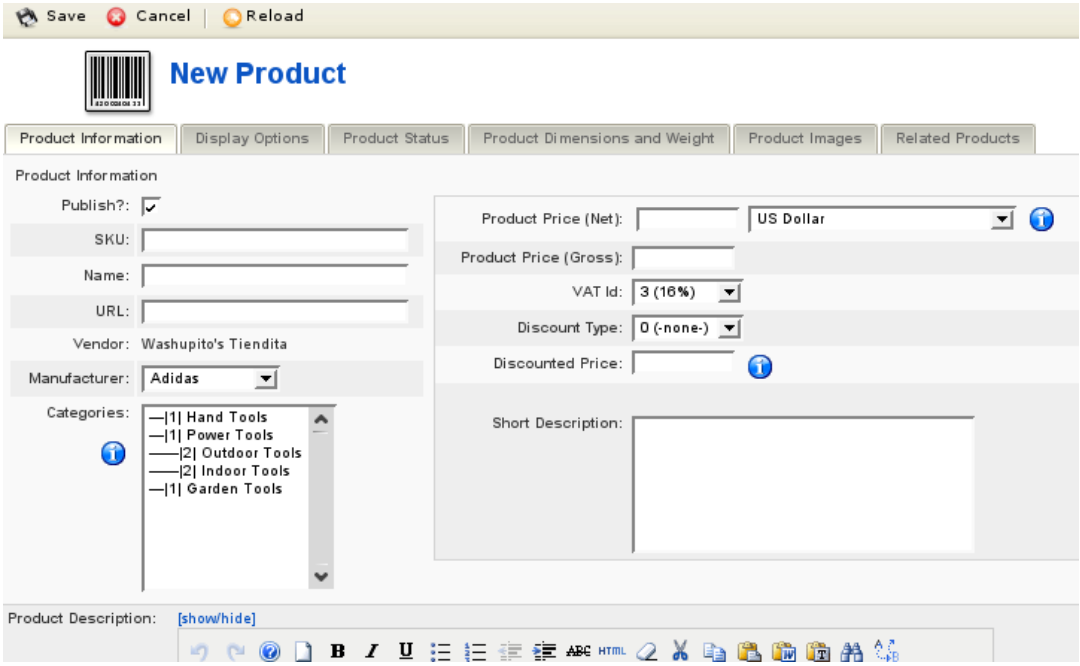


Figure 4.16. VirtueMart Administration: Product Form, Tab 1 - General Information

Publish?	Used to specify whether the product will be published on the site.
SKU	Means Article Number. Stock keeping unit (SKU) is an identification, usually alphanumeric, of a particular product that allows it to be tracked for inventory purposes.
Name	The name that will be used to identify the product.
URL	A URL that can be displayed with a product. Usually used as a link to the product vendor or manufacturer.
Category	The product categories with which this product will be associated.
Vendor	The vendor with which the product will be associated.
Manufacturer	The manufacturer with which the product will be associated.
Net Price	The price for the default Shopper Group. Just fill in a decimal number. Select the Product Currency from the drop-down list at the right.
Gross Price	The Price *including taxes (according to the selected VAT ID)* for the default Shopper Group.
VAT ID	The ID of the tax rate that will be applied to this product. Here you can select a specific tax rate for this product. If you don't want that this product is taxed, fill in a zero weight at "product weight" and Disable "Virtual Tax".
Discount Type	Select the Discount to apply to this Product. If no Discount Types are available, add one using the Discount Form.

Discounted Price	This overrides the Discount Type and automatically creates a Discount Record using the Difference between the Gross Price and the discounted Price.
Short Description	The short description that will be displayed on the browse (overview) page for a category or search result.
Product Description	This is the details description that will be displayed on the Flypage (=details page) of this specific product. You can use Mambots/Content Plugin Tags here if you have enabled "Use Mambots to parse Descriptions" in the Store Configuration.

Display Options

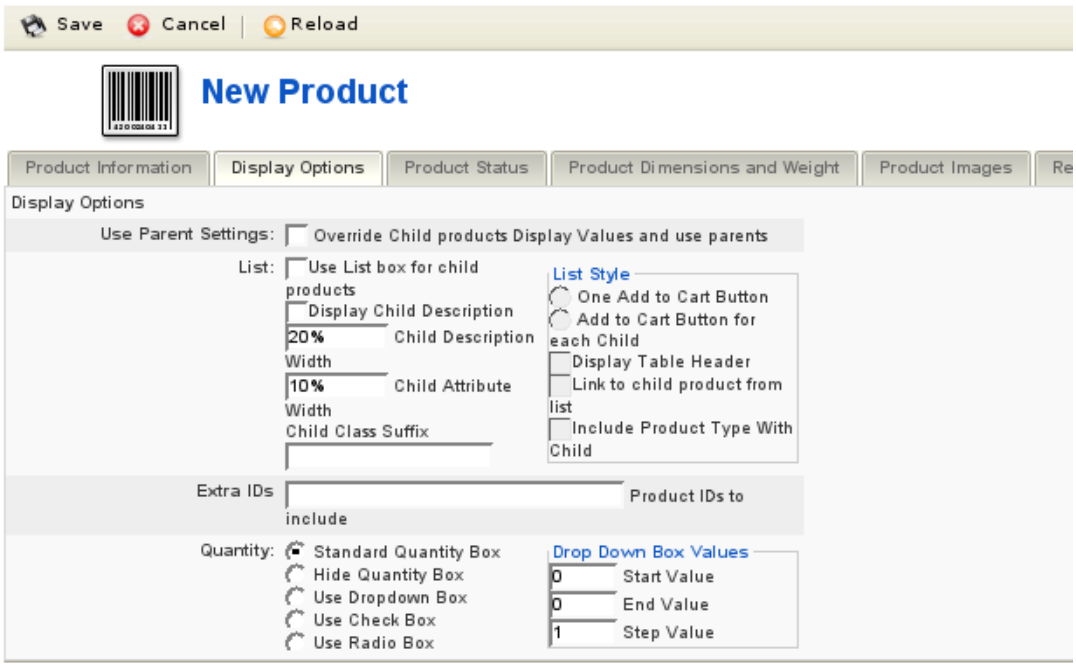


Figure 4.17. VirtueMart Administration: Product Form, Tab 2 - Display Options

Product Status

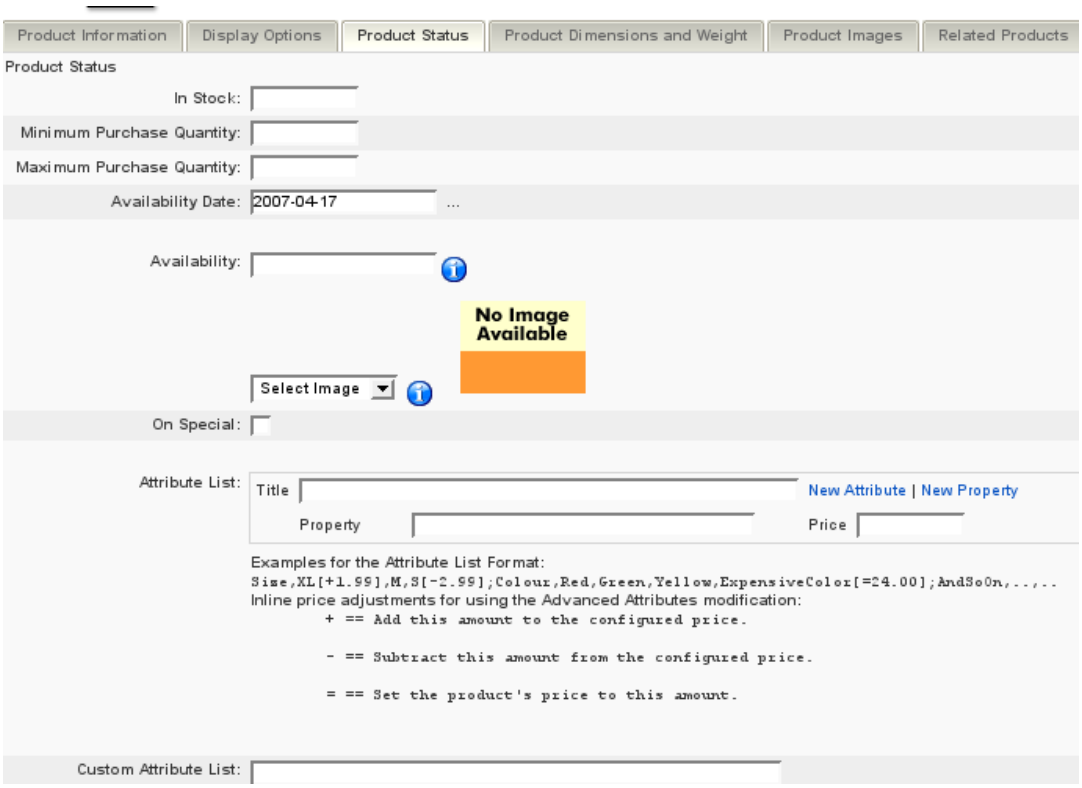


Figure 4.18. VirtueMart Administration: Product Form, Tab 3 - Product Status

Quantity in Stock	The current quantity in stock for the item. Used for shipping and inventory purposes.
Minimum Purchase Quantity	This number specifies the minimum Quantity, which Customers can purchase of this Product
Maxmimum Purchase Quantity	This number specifies the maximum Quantity which Customers can purchase of this Product
Availability Date	When the current quantity in stock is available for distribution. Used for shipping and inventory purposes.
Availability Text / Image	This is used to display it on the product details page. E.g.: "48 hrs." or "On Order". Alternatively you can select an availability image from the drop-down list below. **Tip** You can use your own images here! Just copy them to the direcory /shop_image/availability and then you can select them here.
On Special? (Featured?)	Used to indicate whether there are any specials running for the product. When checked, this product will be displayed on the "Featured Products Module".
Discount Type	The type of special being run on the product. Select a discount from the discount list. When there are no discounts, create one using the Product Discont Form.
Advanced Attribute List	Syntax: **Size,XL[+1.99],M,S[-2.99];Colour,Red,Green,Yellow,ExpensiveColor[=24.00];A**

	Adds easy attributes to the product. These are attributes which can be selected by a customer. This does not create items for each attribute value! If you want to check the stock on each item (e.g. green, red and black T-Shirts...use the Attribute Form to add Attributes and after that Items for each Attribute Value using the Item Form.
Custom Attribute List	Syntax: **Attribute1;Attribute2;Attribute3** Adds custom attributes to the product. These are attributes which can be selected by a customer. This does not create items for each attribute value! If you want to check the stock on each item (e.g. green, red and black T-Shirts...use the Attribute Form to add Attributes and after that Items for each Attribute Value using the Item Form.

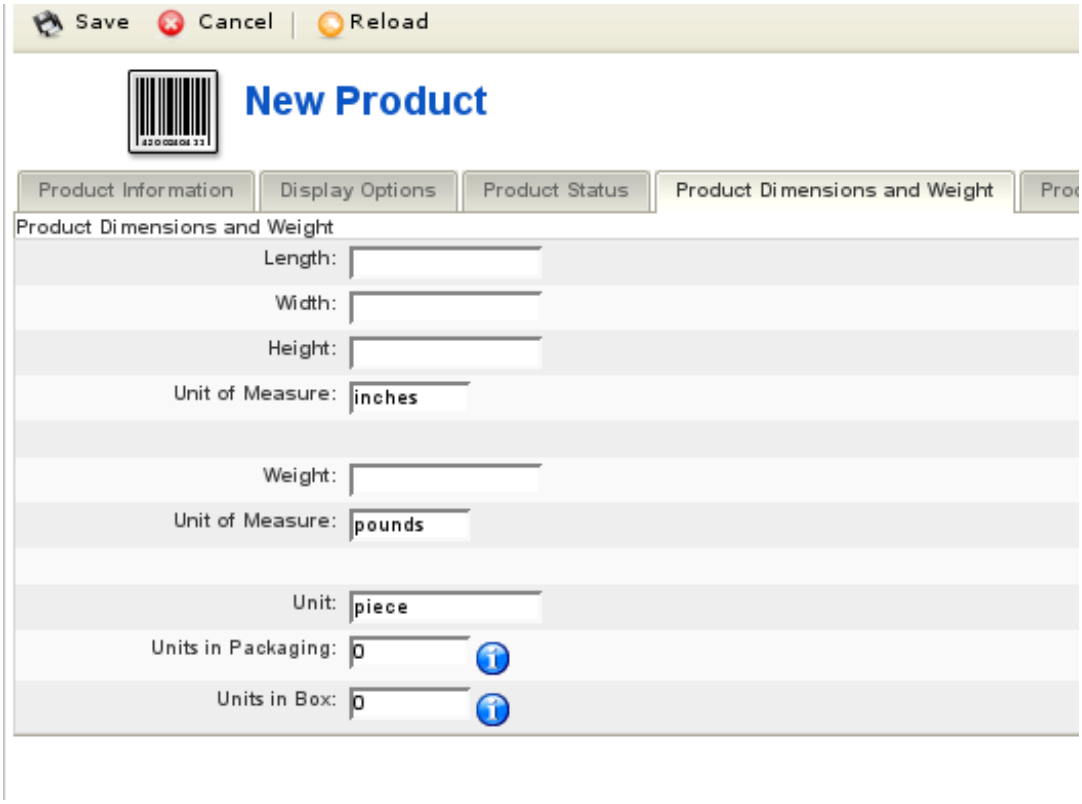


Figure 4.19. VirtueMart Administration: Product Form, Tab 4 - Product Dimensions and Weight

Length	The length of the product. Used for shipping purposes.
Width	The width of the product. Used for shipping purposes.
Height	The height of the product. Used for shipping purposes
Unit of Measure - Dimensions	The unit of measure used in determining the LWH of a product. Used for shipping purposes.
Weight	The weight of the product. For shipping purposes.
Unit of Measure -Weight	The unit of measure used in determining the weight of a product. Used for shipping purposes.

Important

Allowed UOM are

po / pound(s)
kg /kilogram(m)(s)
ou / ounces
lb / LB

Units in Packaging	Specifies how many pieces of this Products are in one Package.
Units in Box	Specifies how many packages of this Product are in one Box.

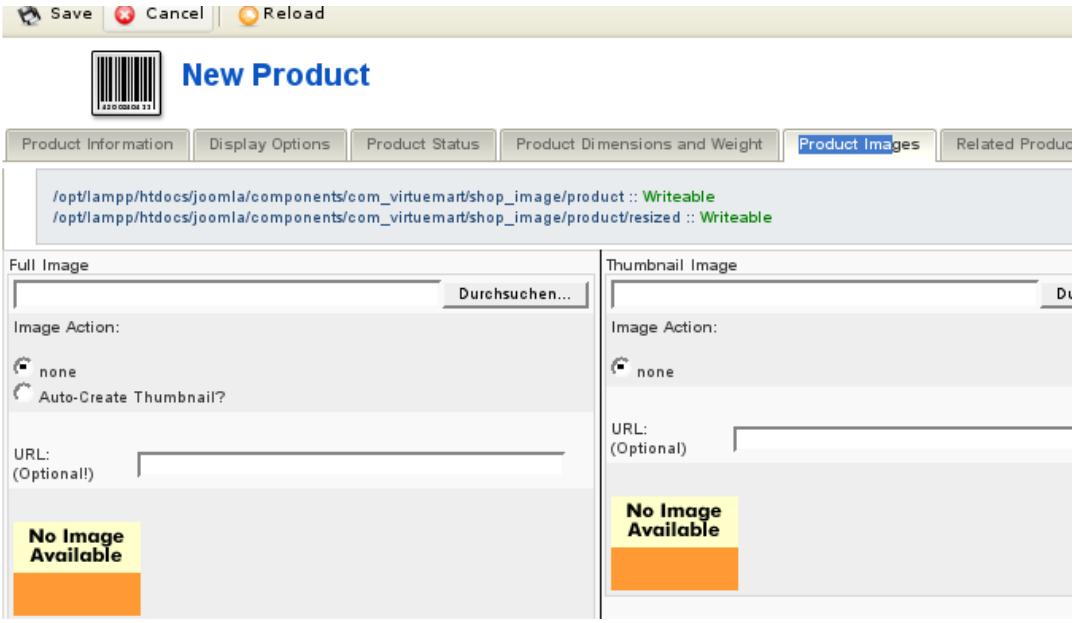


Figure 4.20. VirtueMart Administration: Product Form, Tab 5 - Product Images

Thumbnail	A thumbnail image that can be displayed along with the product.
Full Image	A larger image that can be displayed along with the product.

Note

If you have enabled Dynamic Thumbnail Resizing, the Thumbnail here won't be automatically created from the Full Image!

Related Products

Related Products are assigned to a product to indicate a general relationship of some kind. Related Products can be accessoires or other types or a similar product.

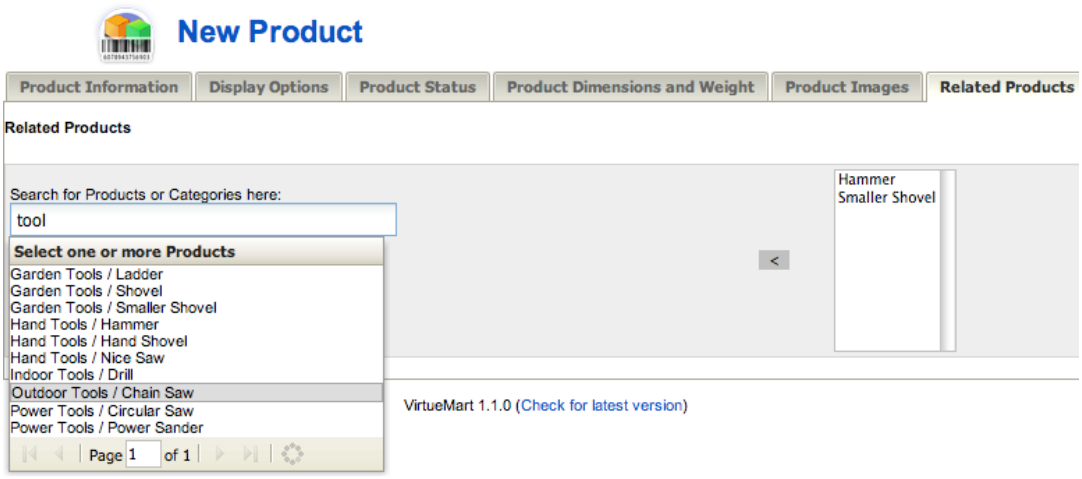


Figure 4.21. VirtueMart Administration: Product Form, Tab 6 - Related Products

Now you're done. Just click on "Save" to make sure the changes are stored.

4.6.2.2. CSV Import/Export

VirtueMart itself doesn't provide a Product CSV Import and Export.

You need to install a separate Component called "CSVImproved [http://www.csvimproved.com]" to manage Export and Import of your Data.

4.6.2.3. Deleting Products

To delete an existing product, click on "Products" # "List Producs" at the top of the VirtueMart Administration pages to display a list of product categories. Now click on the Trash Icon in the row of the product you want to delete and confirm that you "want to delete this record".

4.6.3. Product Price Management

Products usually have only one price, but if you need more - VirtueMart allows you a really flexible Price Management. You can have a different Product Price for each Shopper Group and you can even have different Prices depending on the Quantity in Cart.

4.6.3.1. Adding or Modifying Prices

The standard Product Price for the default Shopper Group can be set and modified in the Product Form.

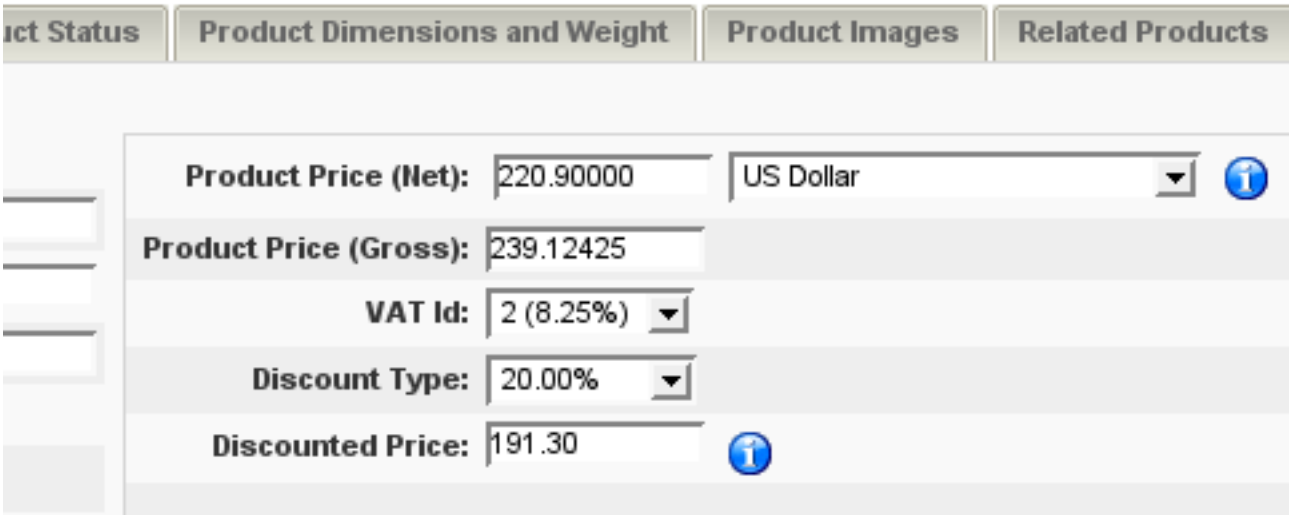


Figure 4.22. VirtueMart Administration: Product Form, Price Form in the Product Form

You can also directly add and modify Product Prices from the Product List. Just click on one of the Price Entries with the yellow Background. This opens a Price Form where you can select Currency and Shopper Group this Price is for.

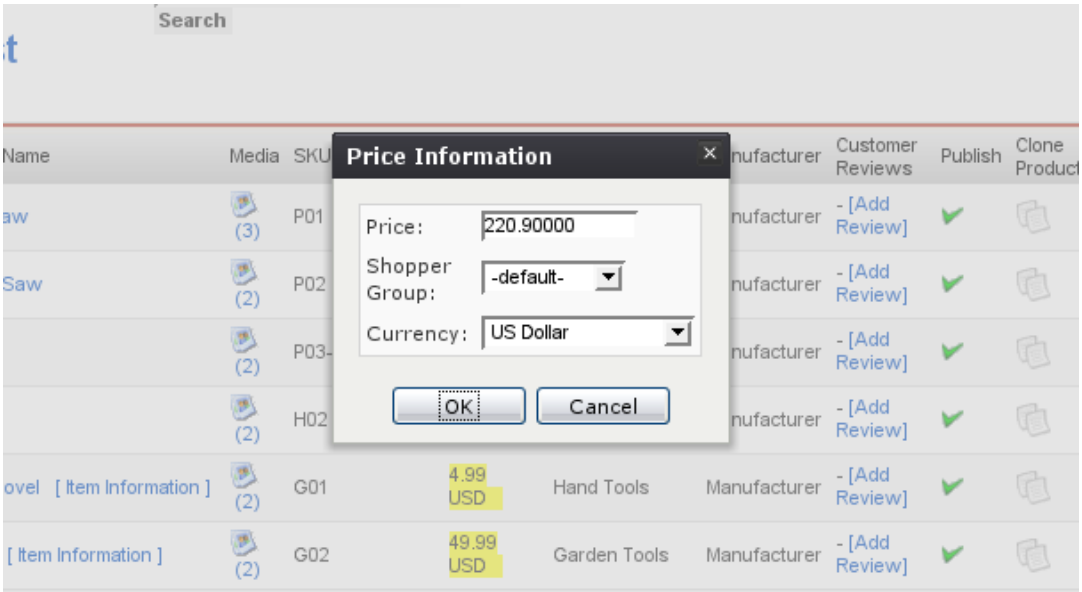


Figure 4.23. VirtueMart Administration: Price Form in the Product List

Each time you change the Shopper Group from the Drop-Down List, the Form refreshes. If the Price Field is empty, there's currently no Price for this Shopper Group.

You must save your Changes for the Price of a certain Shopper Group before you switch to another Shopper Group or your Changes will get lost.

So just click on "Save" and your Changes will be saved.

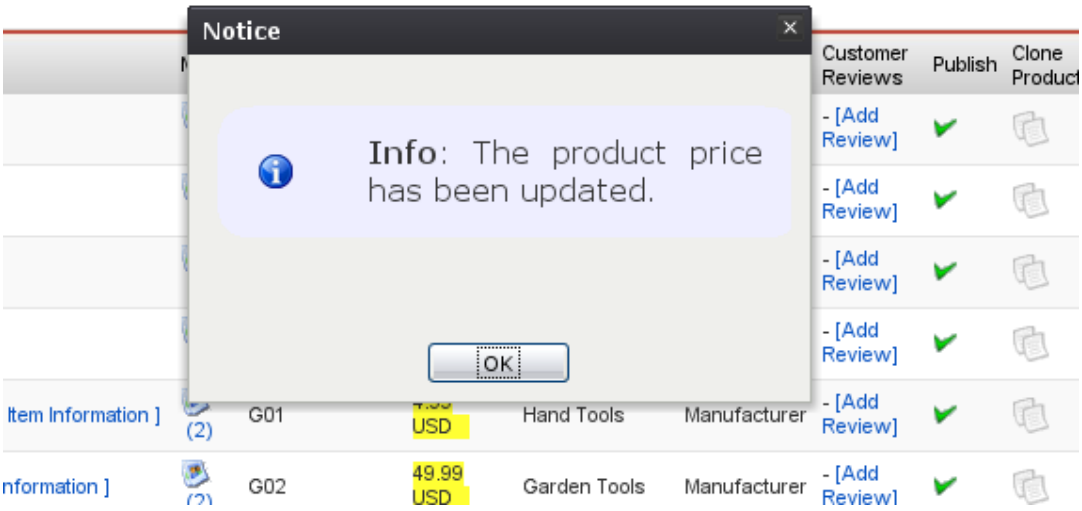


Figure 4.24. VirtueMart Administration: Price Update Notice

To add Prices for Quantity Ranges, you need to go to the Product Price List, which is available from the toolbar in the Product List.

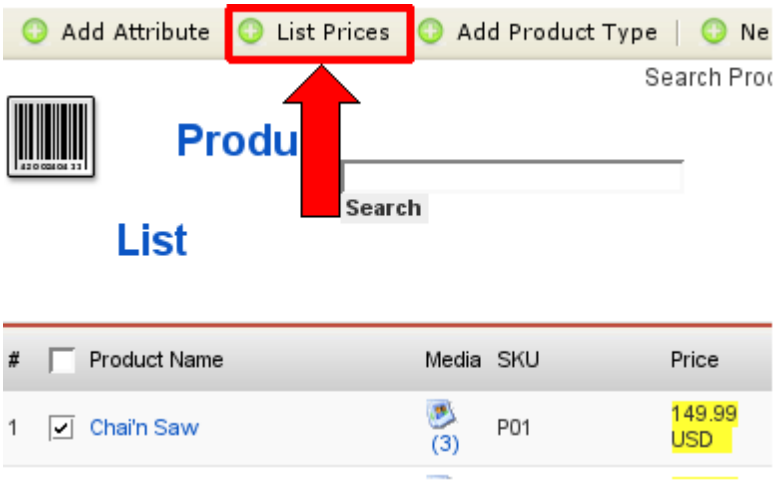


Figure 4.25. VirtueMart Administration: Product List - List Prices

You can also access the Price List for a Product from its Product Form. Just click on "List Prices" as shown in the following figure.

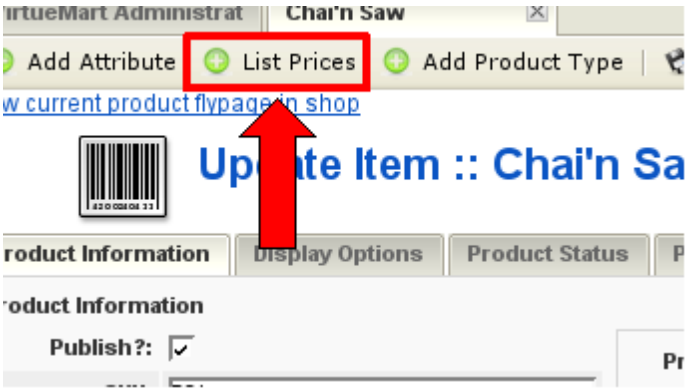


Figure 4.26. VirtueMart Administration: Product Form - List Prices

In the Price List for this Product you can find a List of all available Prices, for Shopper Groups and Quantities.

That's where you have a great Price overview. In this List you can modify existing Prices by clicking on a Group Name or add new Prices by clicking on the "New" button in the toolbar.

Figure 4.27. VirtueMart Administration: Product Price List

In the Product Price Form you can choose the Price, the Shopper Group and the Quantity Range this Price is valid for. If you leave the Quantity Fields empty, the Price will be independent from the Quantity in Cart.

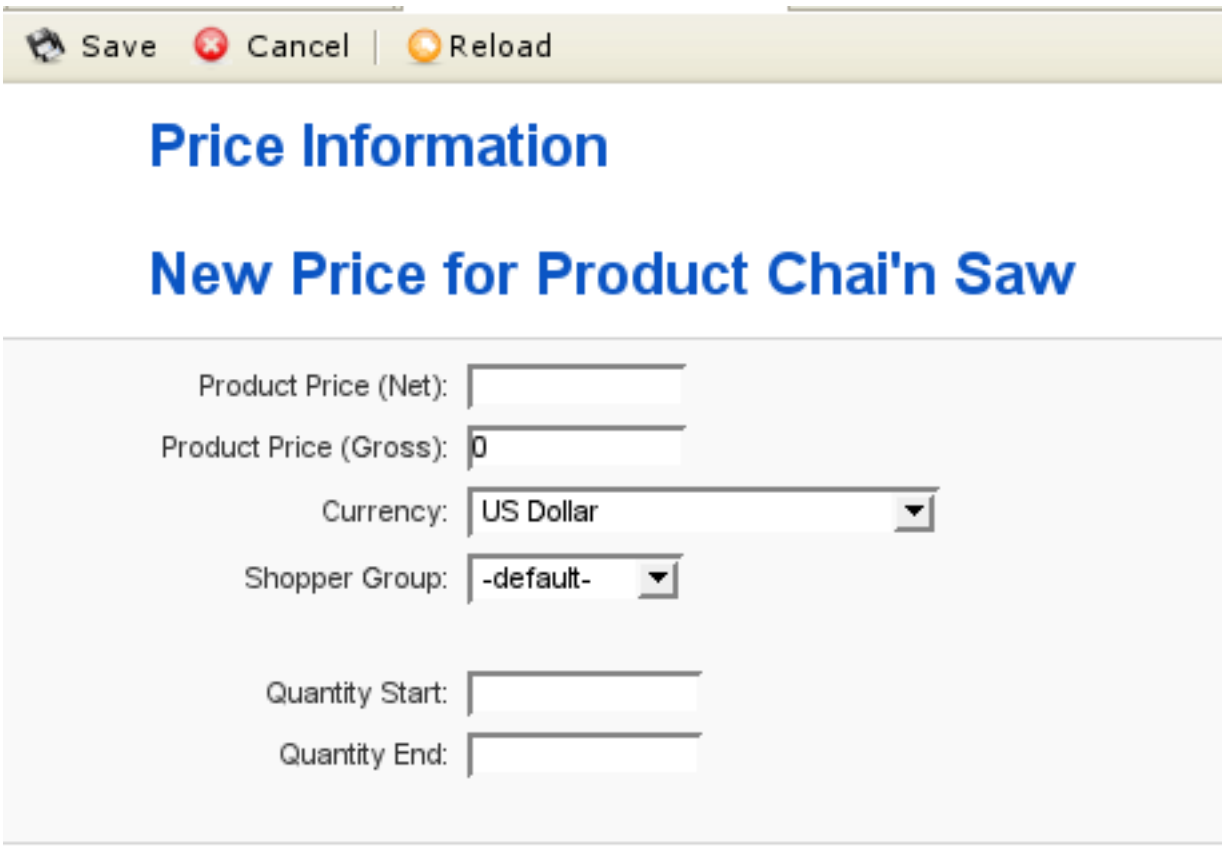


Figure 4.28. VirtueMart Administration: Product Price Form

Don't forget to save your changes when you're done.

4.6.3.2. Deleting a Price

Prices can only be delete from the Product Price List. How to access this List can be read in the Section "Adding or Modifying Prices".

In this List you can click on the Trash Bin Icon at the end of the row of each Price Entry to remove a Price. You can also select multiple Prices using the Checkboxes and then click on "Remove" in the Toolbar.

4.6.4. Product Variations and Attributes

Attributes are the characteristics of a product like Color, Size or Type.

VirtueMart knows two types of Attribute Setups, one which allows Stock Control for each Variant - you need to set up separate Products (called *Items*) - and one which just defines all attributes and attribute values directly at the Product (no need to add Products for each Attribute Combination, but no Stock Control for Variants).

4.6.4.1. Attributes with Stock Control (Child and Parent Products)

Going back now to offering variations on a product: If you want to offer a fixed list of variations for your customer to choose from, rather than allowing them to pick and mix attributes as they please, you need to create some *Items*. Note: These are different from the content Items in Joomla! or Mambo itself. An item in VirtueMart is a pre-defined variation on the main product. In order to create an item,

you have to set up at least one *attribute* first. Hence, it is only *after* you have added an attribute that the *New Item* toolbar button and its related menu option appear.

If you add Attributes to a Product, that Product becomes a *Parent Product*. After that you can add Child Products (called *Items*) each one having different Values for each Attribute.

4.6.4.1.1. Adding Product Attributes

To create a new product attribute, go to the Product List ("Products" # "List Products"). Select the Product you want to add or modify the Attributes. Click on "Add Attribute" in the Toolbar and a new window will open displaying the Attribute Form. Complete the attribute entry form and click the Save button in the toolbar to save the new item attribute. Once all item attributes have been defined, it is time to create the individual items (=child products!).

If you'd already added Items to that Product, you need to define the Values for this new Attribute for all the items. On the Product List click on "Item Information" under the name of the Parent Product - that will open the Item List. Then click on the name of an item to display the product entry form for that item. Populate the new item attribute field in the product entry form and click on the Save button at the end of the form to save the new item attribute definition.

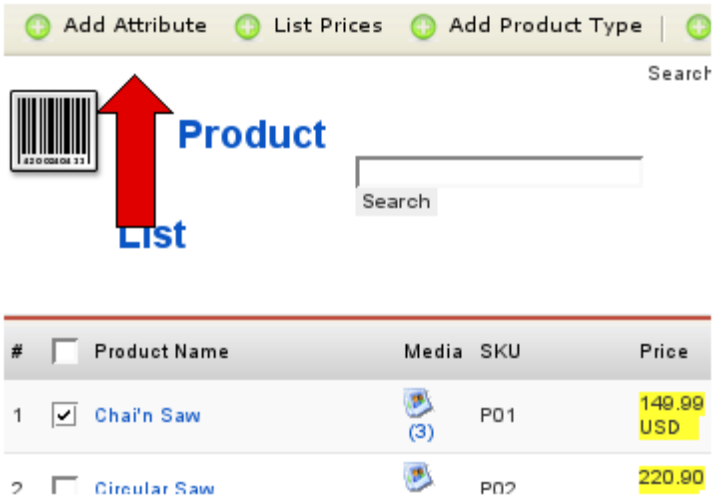


Figure 4.29. VirtueMart Administration: Add Attribute

Product Attributes Form Fields

Name	The name used to identify the attribute.
Number in List	The order in which the attribute is listed.

4.6.4.1.2. Adding Items

To create a new item, a parent product must exist / be created first. When completing the form, keep in mind that the product information, product dimensions, and product images entered here are the ones that will be displayed initially for all items. Once a specific item is selected by the customer, the product information, product dimensions, and product images for that item will be displayed.

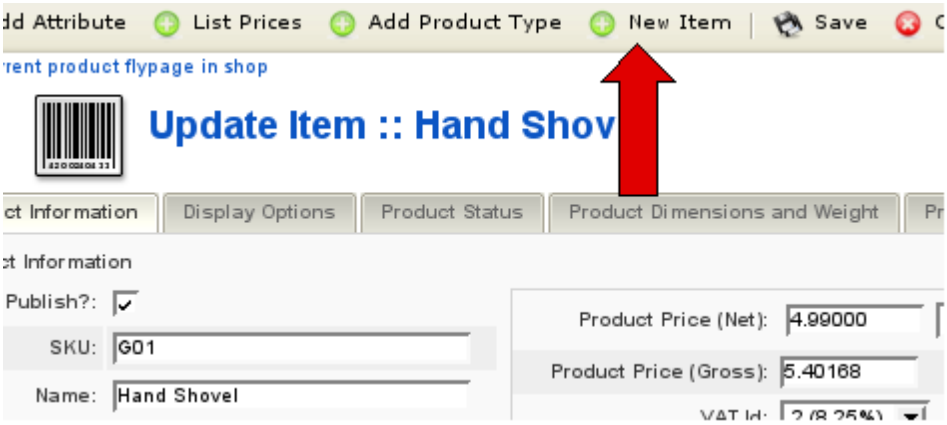


Figure 4.30. VirtueMart Administration: Add a new item (=child product)

Click on the Add Items button in the toolbar to display the product entry form for the specific item. This form is the same as previous product entry forms only the vendor and category fields have been populated for you, and item attribute fields for the attributes you have defined are now available. Complete the product entry form and click the Save button in the toolbar to save the new item.

4.6.4.1.3. Editing Items

To edit an existing item, open the product List and click on the "Item Information" Link behind a Product. You will be presented a List of all Child Items of that product. If you want to make changes to a specific item, click on the name of the item you want to edit to display the item entry form for that item. Make your changes and click the save button at the end of the form to update the item. Click on the Return to Parent Product link at the top of the page to edit another item.

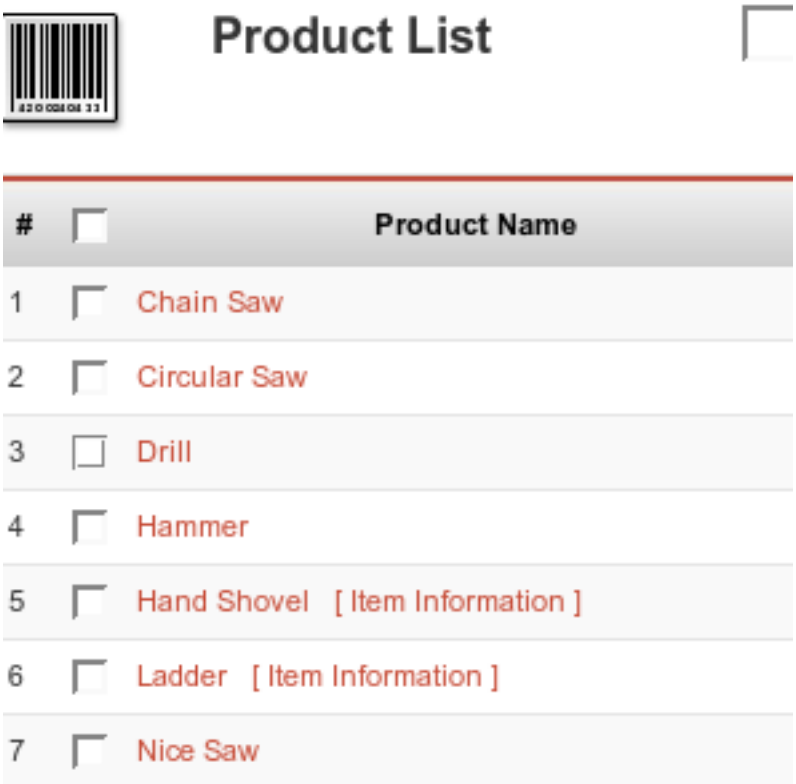


Figure 4.31. VirtueMart Administration: Edit Items

4.6.4.1.4. Deleting Items

To delete an item, List the Product's Items like in the previous section. Then click on the basket at the end of the row of the item you want to delete. If you want to delete all items, you must delete each item before deleting the parent item.Once all items have been deleted, click on the Delete button at the end of the product entry form of the parent item to delete the parent item.

4.6.4.1.5. Editing product Attributes

To edit an existing product attribute, click on "Products" # "List Products" to display the list of products. Then click on the name of the parent product for which the attribute is being edited to display the product entry form for that parent product. Then click on "Products" # "Current Product" # "List Attributes" in the top menu. A new window will open displaying a list of product attributes assigned to the product selected. Click on the name of the attribute you want to edit to display the attribute entry form for that attribute. Complete the attribute entry form and click the Save button at the top of the form to update the item attribute.

4.6.4.1.6. Deleting Product Attributes

To delete an existing product attribute, click on "Products" # "List Products" to display the list of products. Then click on the name of the parent product for which the attribute is being edited to display the product entry form for that parent product. Then click on "Products" # "Current Product" # "List Attributes" in the top menu. A new window will open displaying a list of product attributes assigned to the product selected. To delete an attribute, click on the Trash Bin icon in the last column of the row of the attribute you want to delete.

4.6.4.2. Simple Attributes (no Stock Control)

Instead of managing Child Products for each Attribute Variation, you can add Attributes and all their possible Values to Products directly in their Product Form.

4.6.4.2.1. Advanced Attributes

Normal Attributes are called "advanced Attributes" in the Tab "Product Status" in the Product Form.

You can define as many Attributes and Attribute Values as you want. Additionally you can define Price Modifiers, so Attribute Values can affect the Price.

The Attribute Values will be presented to the Customer in Drop Down Lists, so an Attribute can be chosen (and must be chosen).

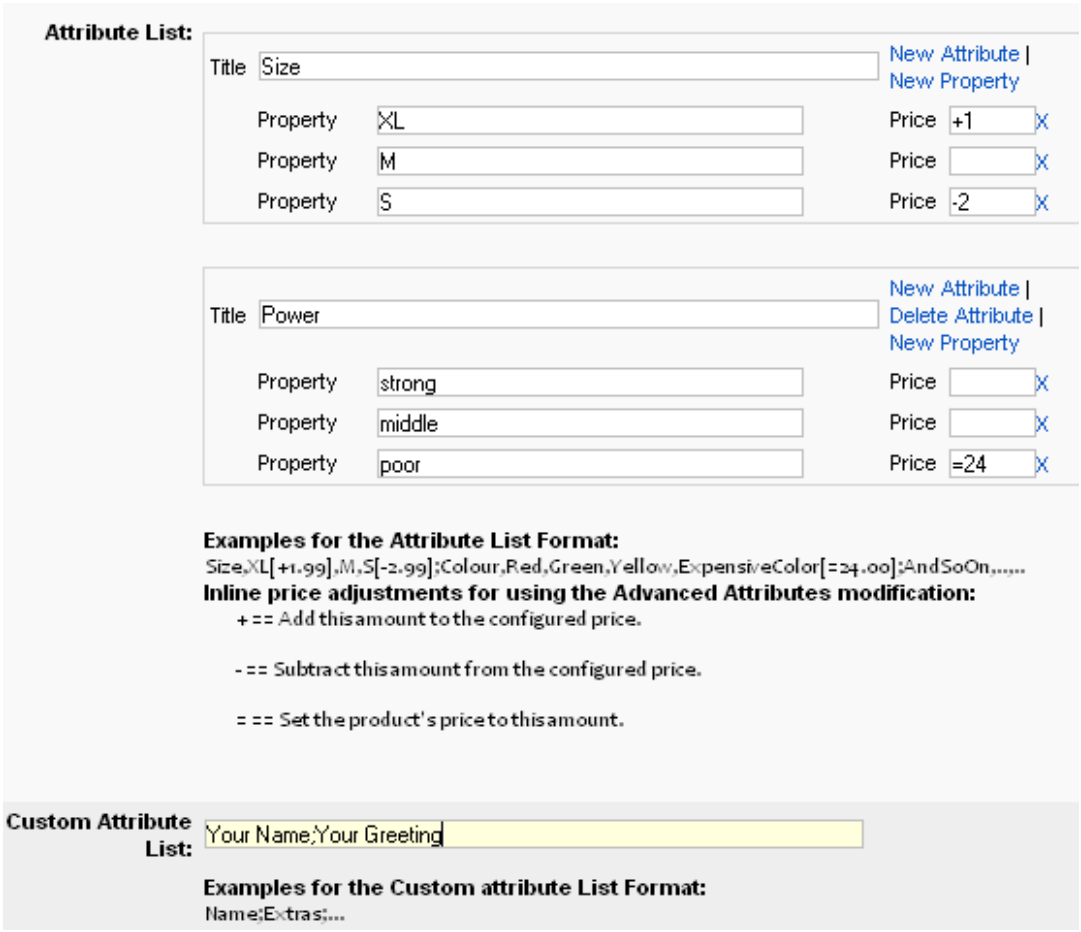


Figure 4.32. Attribute Manager in the Product Form

Important

If you have defined Attributes, the Customer must select a Value for all of the Attributes or it won't be possible to put the Product into the Cart.

4.6.4.2.2. Custom Attributes

Custom Attributes follow nearly the same Syntax as the "advanced Attributes".

They allow Customers to specify their own Values for Attributes (e.g. "Your Name" or "Your Greeting").

Important

If you have defined Attributes, the Customer must fill in a Value for all of the custom Attributes or it won't be possible to put the Product into the Cart.

4.6.5. Product Types Management

Product Types is a powerful feature if you have complex products like electronics, computers, cars and maybe airplanes. Product Types will help you create an advanced classification according to the parameters of your complex products and will make possible the *Advanced Search According to Parameters* in your site frontend.

The parametric search is the one responsable to the shopper's feeling that he can find EXACTLY what he needs.

Note

Other developers call this magical feature "The Filter".

Note

To fully understand this feature, you really have to try for yourself and focus a few hours, maybe days, OR you can read and follow this easy step by step guide.

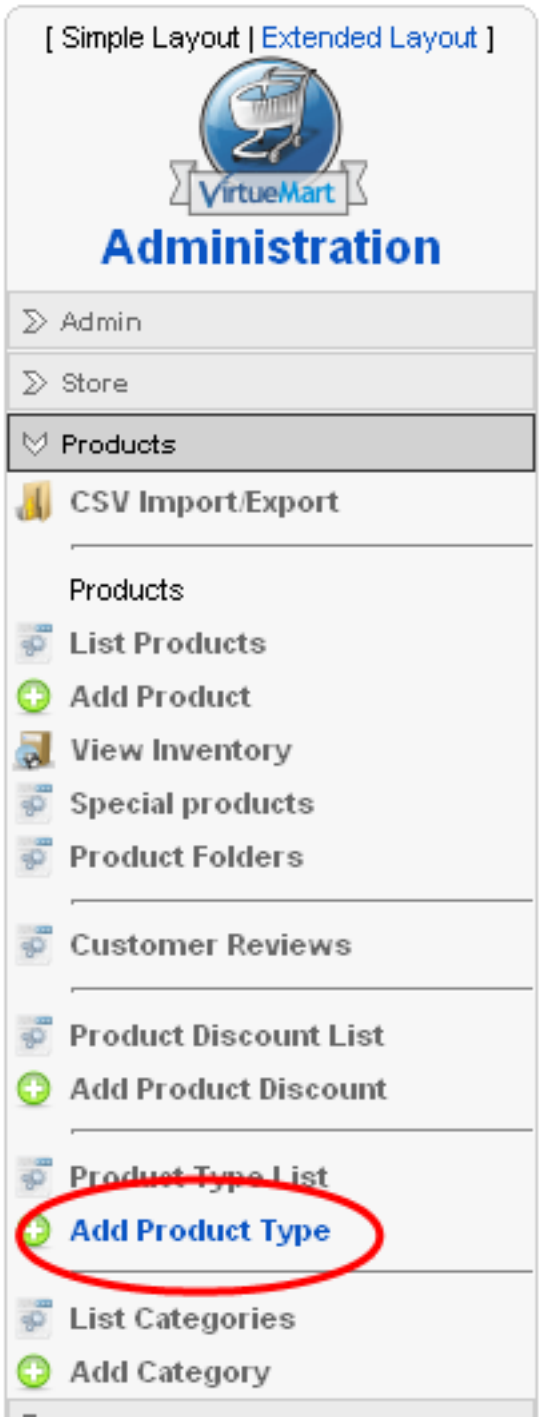
4.6.5.1. Product Types Management

Product Type is very different in functionality than Product Category, but both have the mission to describe products. Generaly the Category describes the usage of products, but the Product Type describes products based to specific parameters values, and extends the basic description of the Category.

4.6.5.1.1. Creating product types

We used "creating" term here to exclude the possibility of confusing it with "Add Product Type" or assign Product Type to a product.

So to create a New Product Type, go to "Products"#"Add Product Type"



Important

"Creating Product Types" is possible only in this manner and only from this menu item. Although this sounds the same as "Creating a Product Type relation with a Product" option *they are completely different*.

4.6.5.1.2. Editing Product Types Information

In the form below you can edit your Product Type's Information.

Tip

We recommand not using "Image", "Page break" and "Readmore" options, because it is an unecessary work. If you want to write detailed information about your products, use the Category Description field, and further more the Product Description field.

Tip

Some things you need to know about "Product Type Browse Page" and "Product Type Flypage". This assumes that you already have other, specific templates files for products assigned to Product Types. By default, category browse page layout is managed by "browse_1.php" file and product flypage layout is managed by "flypage.tpl.php" file, and both are good no matter if your products are assigned or not to a Product Type. In our case here, "Product Type Browse Page" is the one managing the layout when perform an *Advanced Search According to Parameters*.

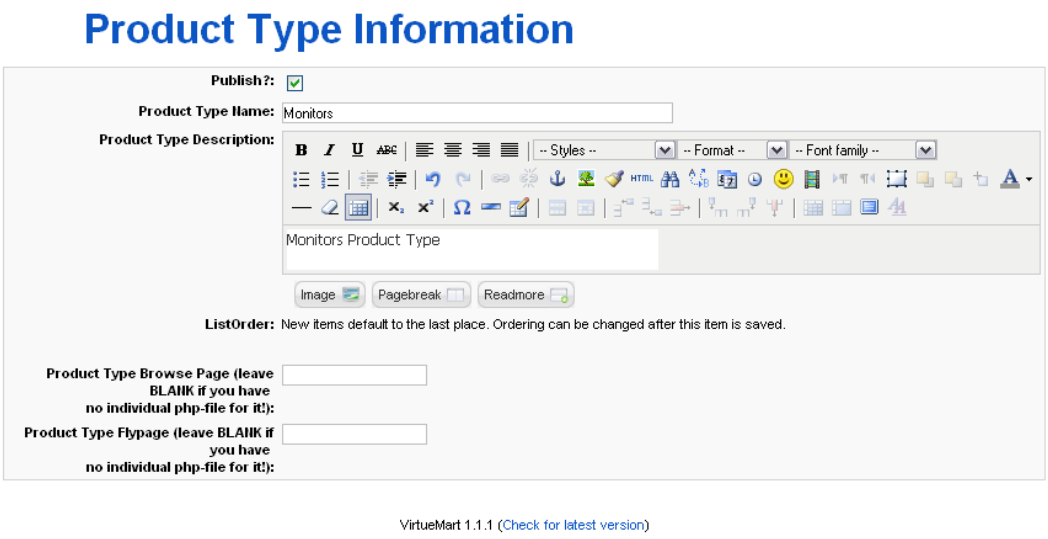


Figure 4.33. ***VirtueMart Administration: Product Type Management - Product Type Information***

After you finished filling in the information, click "Save" Now you will see the Product Type List.

4.6.5.1.3. Product Type Parameters

After reading this section, you will be able to decide if you want to describe the products from a category ONLY using Product Type Parameters and don't use "Product Description" field for showing parameters, OR use both.

Creating parameters

To create parameters, chick the link "Show" you see below.

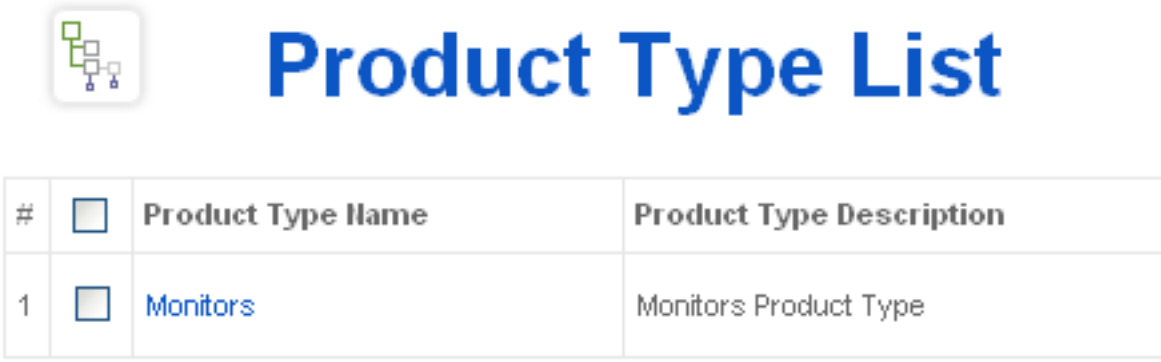


Figure 4.34. VirtueMart Administration: Product Types Management - Product Type List

Now you see the empty Parameter List for the newly created Product Type. Click "New" and take a good long look at the Parameter Type dropdown box.

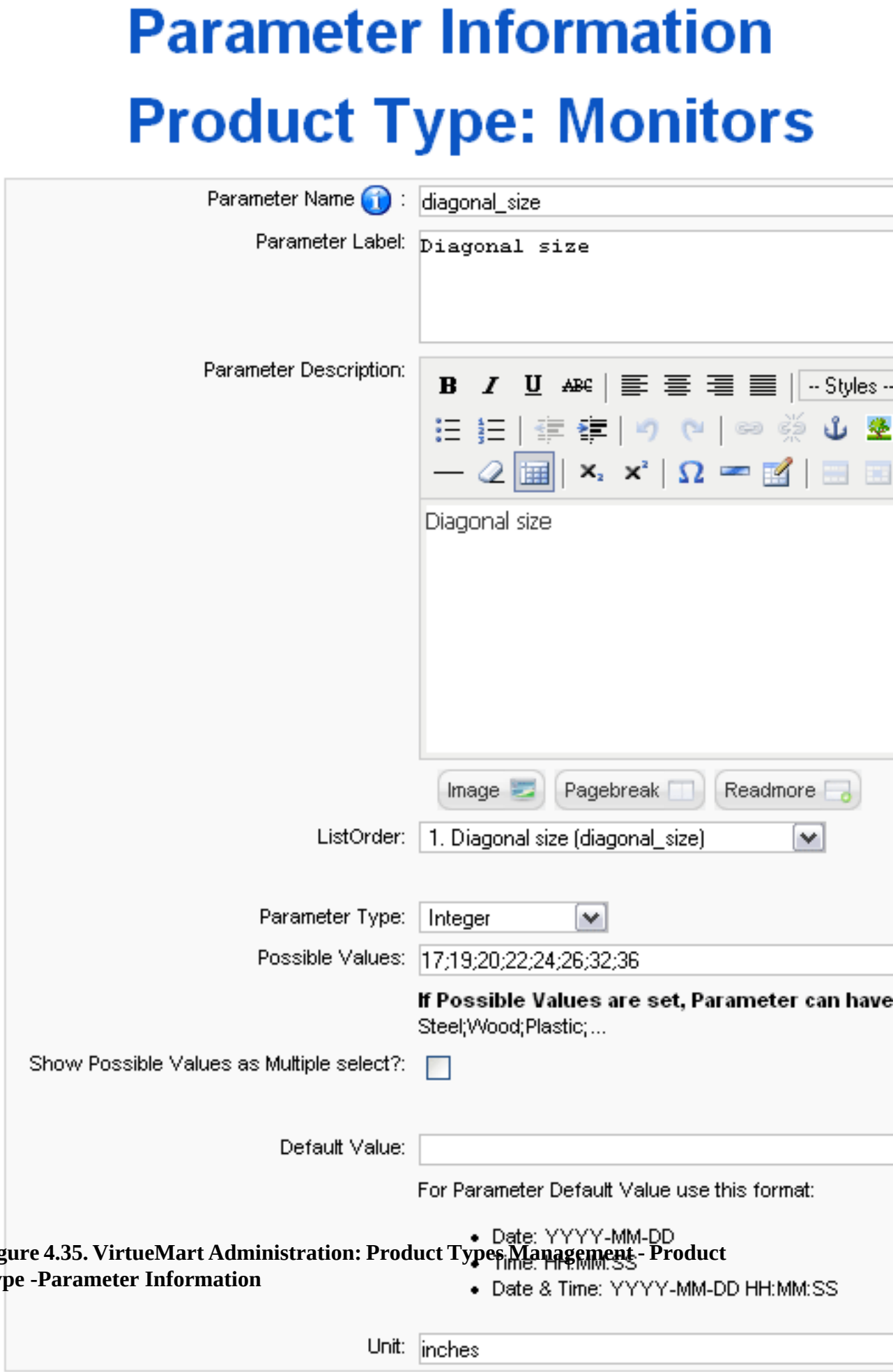


Figure 4.35. VirtueMart Administration: Product Types Management - Product Type -Parameter Information

Parameter name	is actually the name of the database field for the parameter, so don't forget spaces in this field! Example: [monitor_weight].
Parameter Label	is what exactly is shown in frontend as the parameter name *within Advanced Search According to Parameters form.*
Parameter Description	can be used to explain the parameter like you teach your shopper about it, or leave it blank if is not a new or unimportant information
List order	**defines the list order of the parameter within *Advanced Search According to Parameters* form.**
Parameter types	defines the behaviour of the parameter when you perform an *Advanced Search According to Parameters*.

Integer	like in our example, an integer number.
Text and Short text	can be used for non-numeric values that stand for different types of material, or in some cases the product has or not a certain feature.
Float	Floating point numbers (also known as "floats", "doubles", or "real numbers"). Example: 1.23 or 1.23e
Char	*A single alphanumeric character. Example: sex - M or F*
Date & time	Date and Time of an Event regarding your product.
Date	only the date of an event regarding your product.
Time	*only the time of an event regarding your product.*
Multiple values	this parameter type is for multiple purposes, so please consult a PHP and SQL reference before using it.
Break line	this parameter type is not realy a parameter, it's only purpose is to separate parameter sets, and define these sets of parameters, because is needed a better understanding of parameters for shoper, in case you decided not to use Product Description Field to display the parameters in product

	flypage, and use only the Product Type Parameter List layout.
Possible Values	In this fileld you have to write all the values the parameter could have, and between values use only the symbol ; with no spaces before and after it. If a new product is launched on the market and has a higher value for the parameter, update this field with the new value, so you can configure your new product properly.
Show Possible Values as Multiple select?	If checked, it makes possible for both configuring the product parameters and parameter search to perform a multiple selection.
Default Value	you can use this option if more of your products have this value, or if you want to have a non-parameter option in the dropdown-box, like "none" or "not available", or as the image suggests to set the layout of the date and/or time.
Unit	Unit of measurement for the parameter.

After filling the parameter information, click "Save". Now you see the parameter list of your Product Type.

Now is the time to decide how much parameters you need to describe your products. Later, the parameters you create will "filter" your products.

Figure 4.36. VirtueMart Administration: Product Types Management - Parameters of Product Type

4.6.5.2. Product Type Relations

Now it's time to assign the products in the category to the newly created Product Type. Let's begin with the basics.

Rules of the Product Types - explain the best practices

There are a few rules you must learn when creating a product relation/assignment to a Product Type. These rules are displayed below in order of importance (most important first):

Important

For begginer VirtueMart users, It is recommanded to not assign more than one Product Type to a product, because of SEF extensions difficulty on handling long links in the parameter search process and could cause landing on 404 page. In this case, advanced users have to manage databases with every single product assigned to more product types, and this is a hard work, BUT *you can always ask for help in VirtueMart Forum*.

Important

If you want to create a single Product Type for a NON parent category of products, witch is recommanded, you have to **give your Product Type exactly the same name as the category that contain the products** assigned to it. It is best thing to do, because the most important bad effect is that some products can be ignored by the parameter search. So you must understand that a Product Type can describe with its parameters all the products in a category, so you don't need to create more product types for a category. If you feel that the Product Type Parameters are not enough, the best thing to do is to create more parameters for your existing product type and reconfigure the products according to the new parameter information.

Important

If you decide to create more product types for a non parent category, you must think about those Product Types as they would be child categories, so you will **give them names like they were categories**, but they are not categories! This is a very risky option, because it is much more possible you can forget to assign a Product Type to a few products, and those products are ignored in the parametric search process, BUT you **don't have a very deep category structure**. So in this case we are talking about products that have similar functions, but they have different parameters and different parameter values.

Example 4.1.

Example: you have "Displays" category, and here you would create 2 more child categories: "LCD Displays" and "Plasma Displays". The 2 categories of products perform same functions (showing you multimedia information), but have different parameters, and you cannot assign a single Product Type to describe all LCD and Plasma displays, because lets say Plasma pixel size is very different than LCD pixel size. So in this particular case you have to create 2 Product Types for "Displays" Category: "LCD Displays" Product Type and "Plasma Displays" Product Type. This is actualy the best thing to do, because Plasma is a very different technology than LCD.

Important

!**REMEMBER**! You have to make sure that **ALL products in a Category are assigned to at least one Product Type**, and that **Category must be non parent**, with other words must not have child categories. Further more, if you have a parent category for two categories, that **parent category must not contain any products, or contain all products from the the two/more child categories**.

Creating a relationship between a Product and a Product Type

Case 1 Adding/assigning a Product Type to an existing Product

Go to your Product List and follow theese steps:

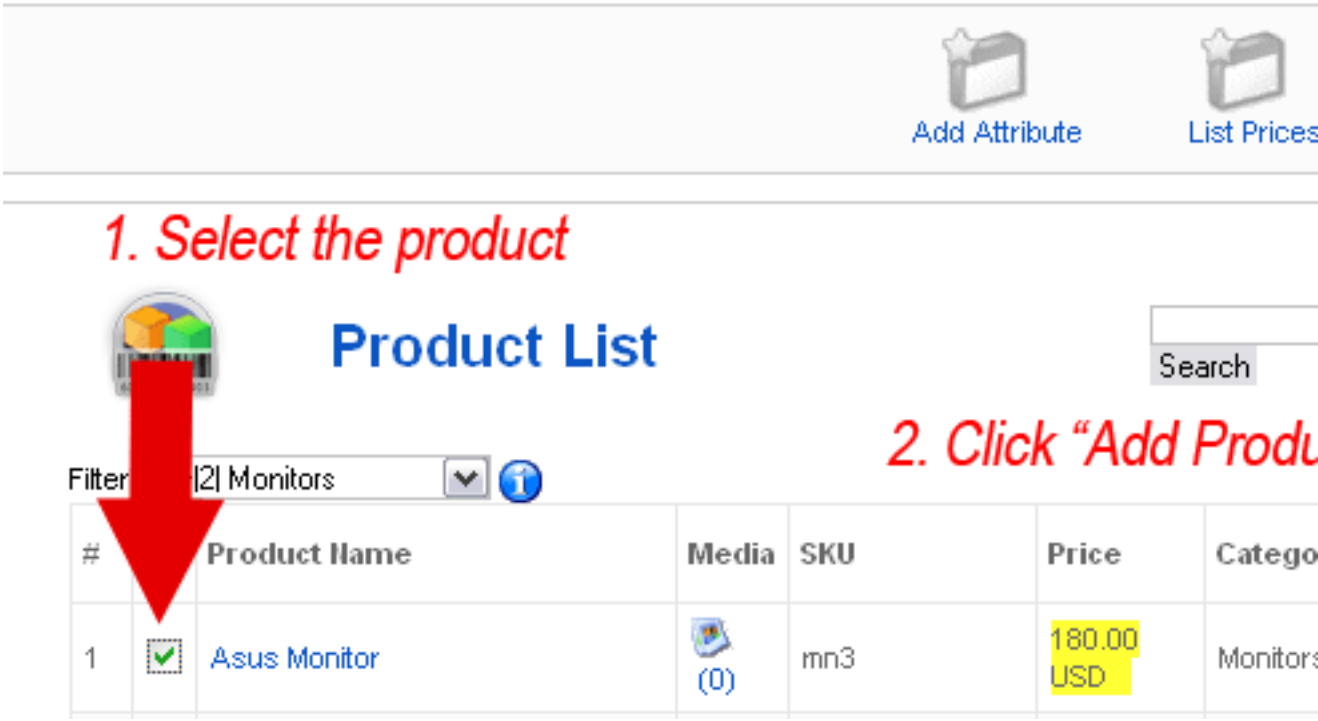


Figure 4.37. VirtueMart Administration: Product Types Management - Adding new Product Type to a Product FASE 1

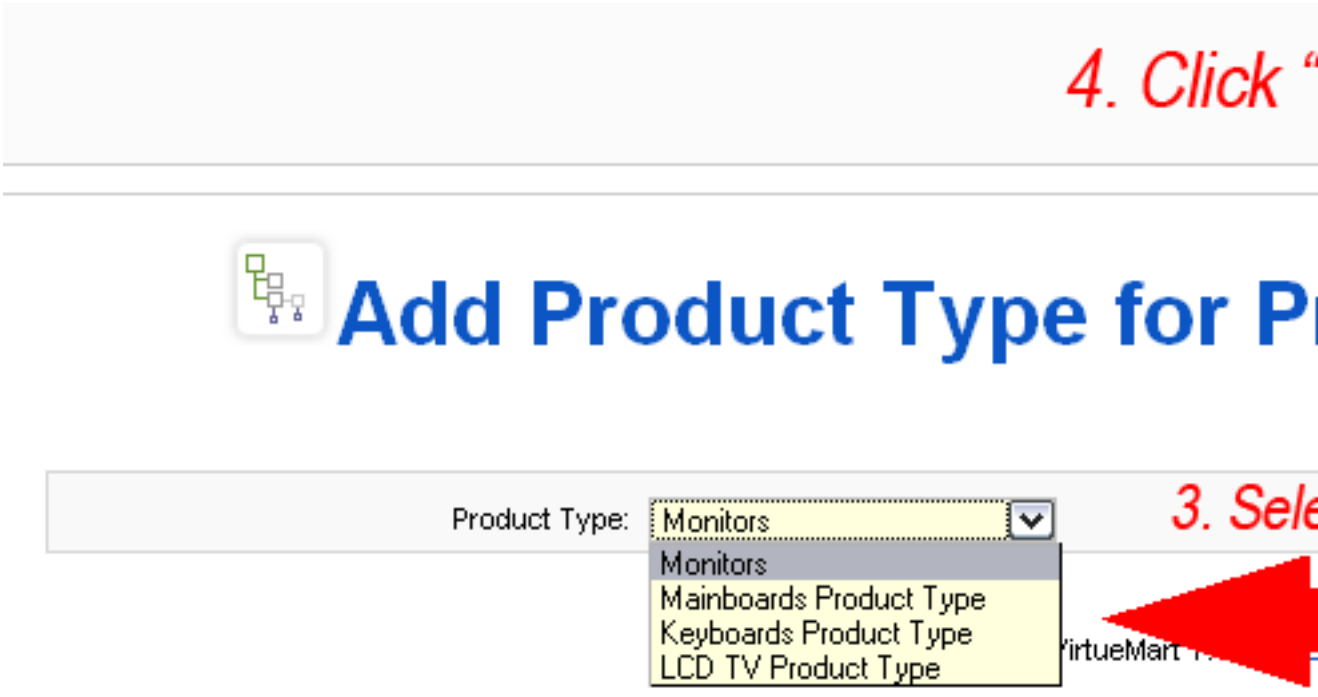


Figure 4.38. VirtueMart Administration: Product Types Management - Adding new Product Type to a Product FASE 2

Now go to your product configuration and configure the product parameters values for your product!

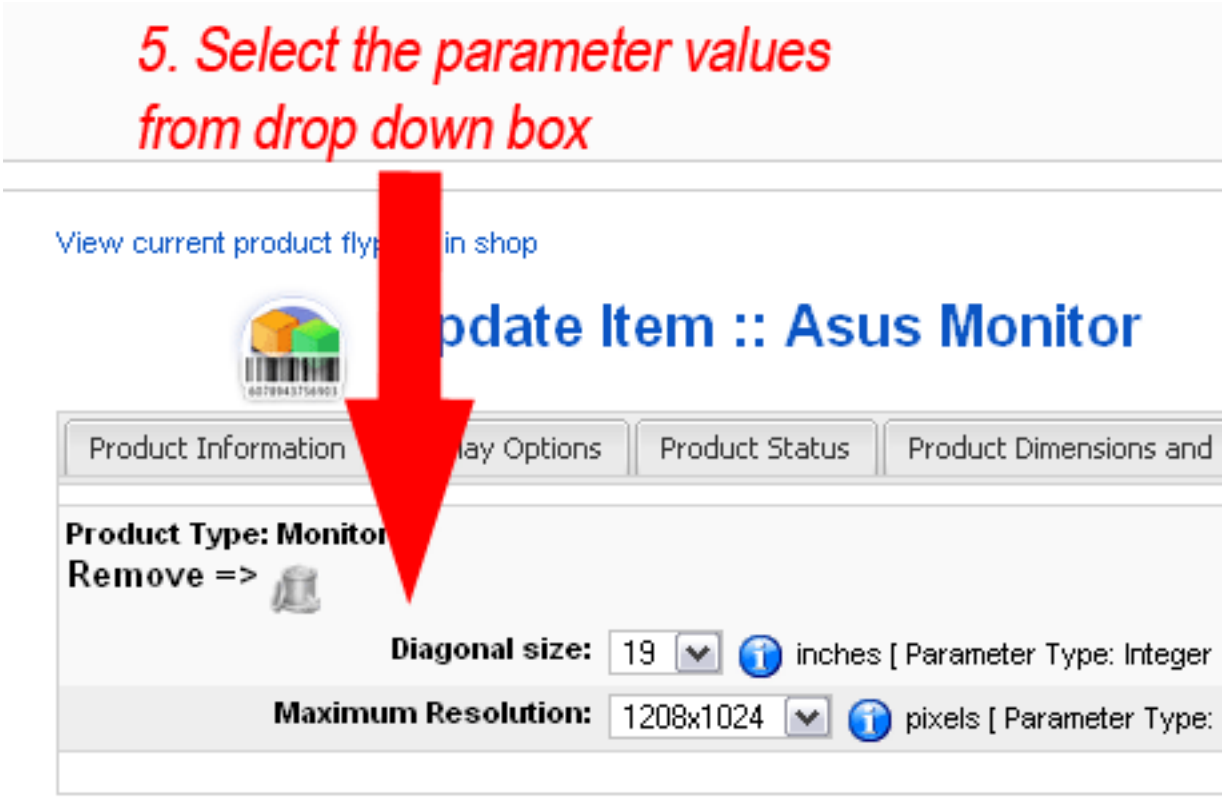


Figure 4.39. VirtueMart Administration: Product Types Management - Adding new Product Type to a Product FASE 3

Now lets check the product flypage.

Figure 4.40. VirtueMart Administration: Product Types Management - Flypage of a Product assigned to a Product Type

Note

In this example we described the product using only Product Type Parameters, and we didn't used Product Description and Short Description fields. This is the default flypage layout, and you can change it by choosing a different flypage file specialy created for products assigned to Product Types.

Case 2 Creating a new product already assigned to a Product Type

This assumes that you create Product Types first and then add Products. So to do that, you have to follow some steps. First go to **Product Type List**, and click "Show" for the Product Type you wish to create a new Product.

Tip

This is the fastest process to create a database with products assigned to Product Types.

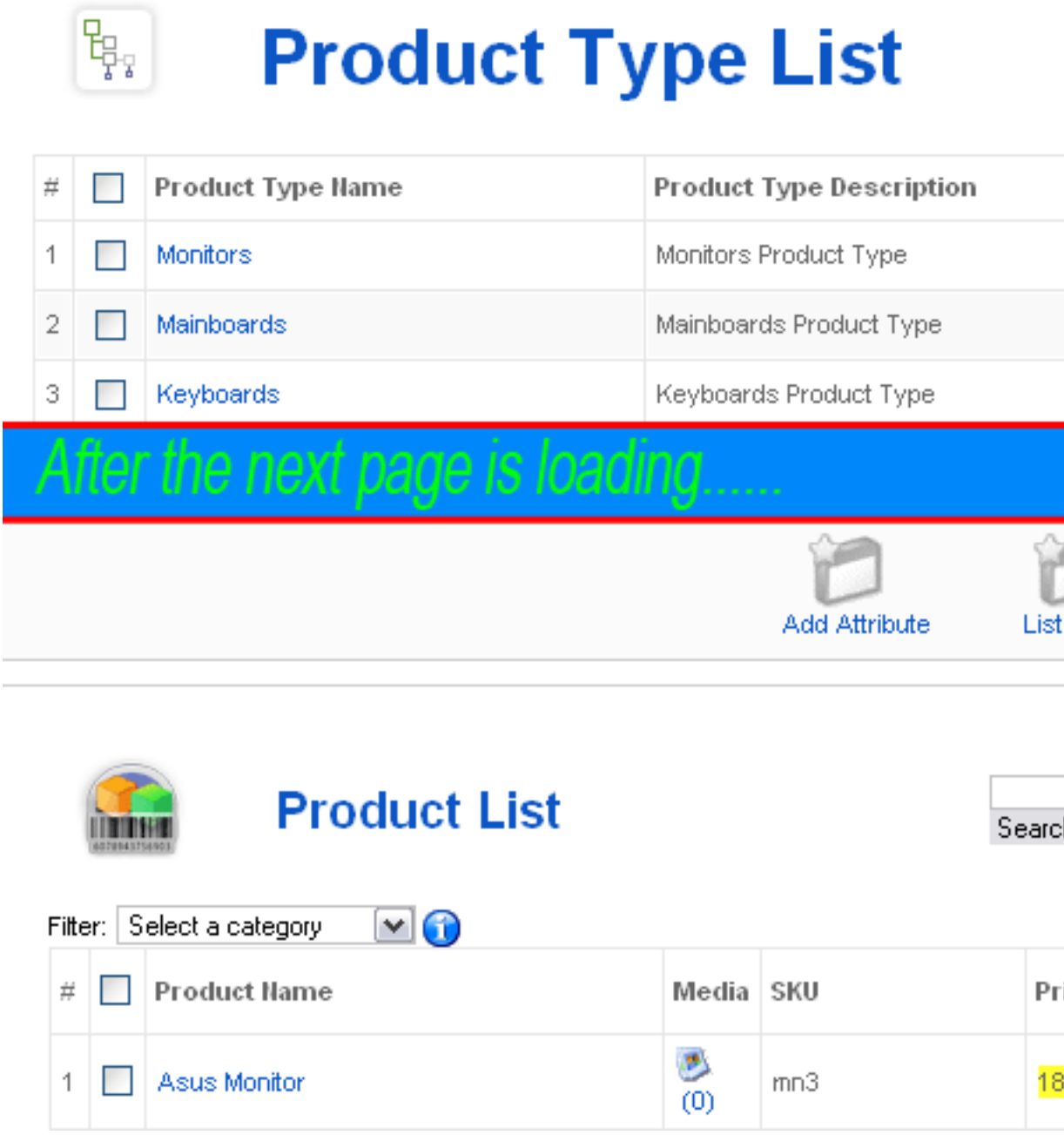


Figure 4.41. VirtueMart Administration: Product Types Management - Creating a new product already assigned to a Product Type FASE 1

Note

In normal "Product List" page, you don't have the ability to create a Product already assigned to a Product Type, so ONLY from "Product Type List" you have this ability.

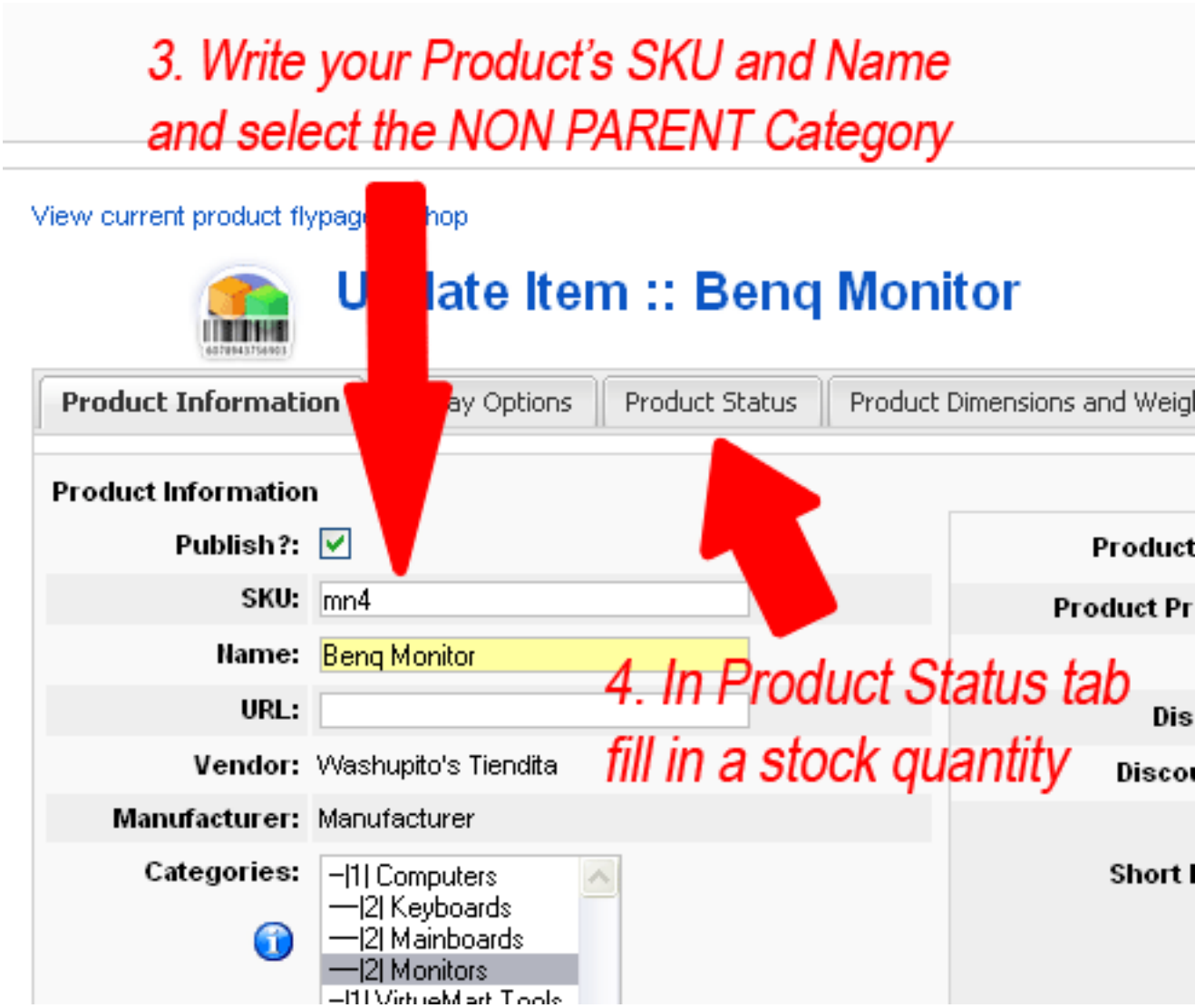


Figure 4.42. VirtueMart Administration: Product Types Management - Creating a new product already assigned to a Product Type FASE 2

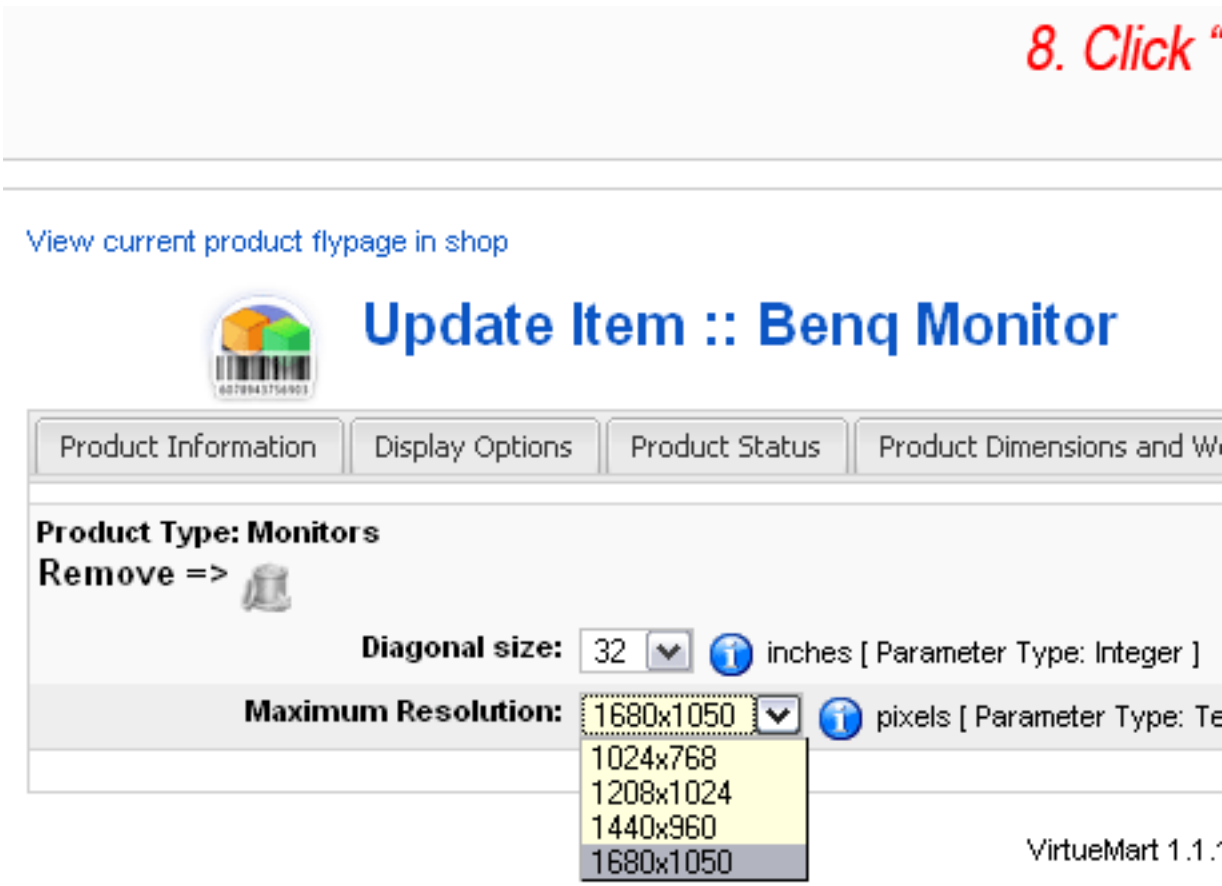


Figure 4.43. VirtueMart Administration: Product Types Management - Creating a new product already assigned to a Product Type FASE 3

```
OK! Now you have 2 products fully configured (you can realy merchandise them
```

4.6.5.3. Advanced Search According to Parameters

In order to be able to perform this type of search, you have to enable the "*Advanced Search According to Parameters*" link in VirtueMart Module. To do that, go to Joomla! main menu # "Extensions" # "Module Manager" and open "VirtueMart Module" Configuration. There you must check the option "*Show Product Parameter Search Field?*".

Tip

The "Advanced Search According to Parameters" link is also available in "VirtueMart All in One Module".

Now go to your site frontend, refresh, and click "*Advanced Search According to Parameters*" link in VirtueMart Module.

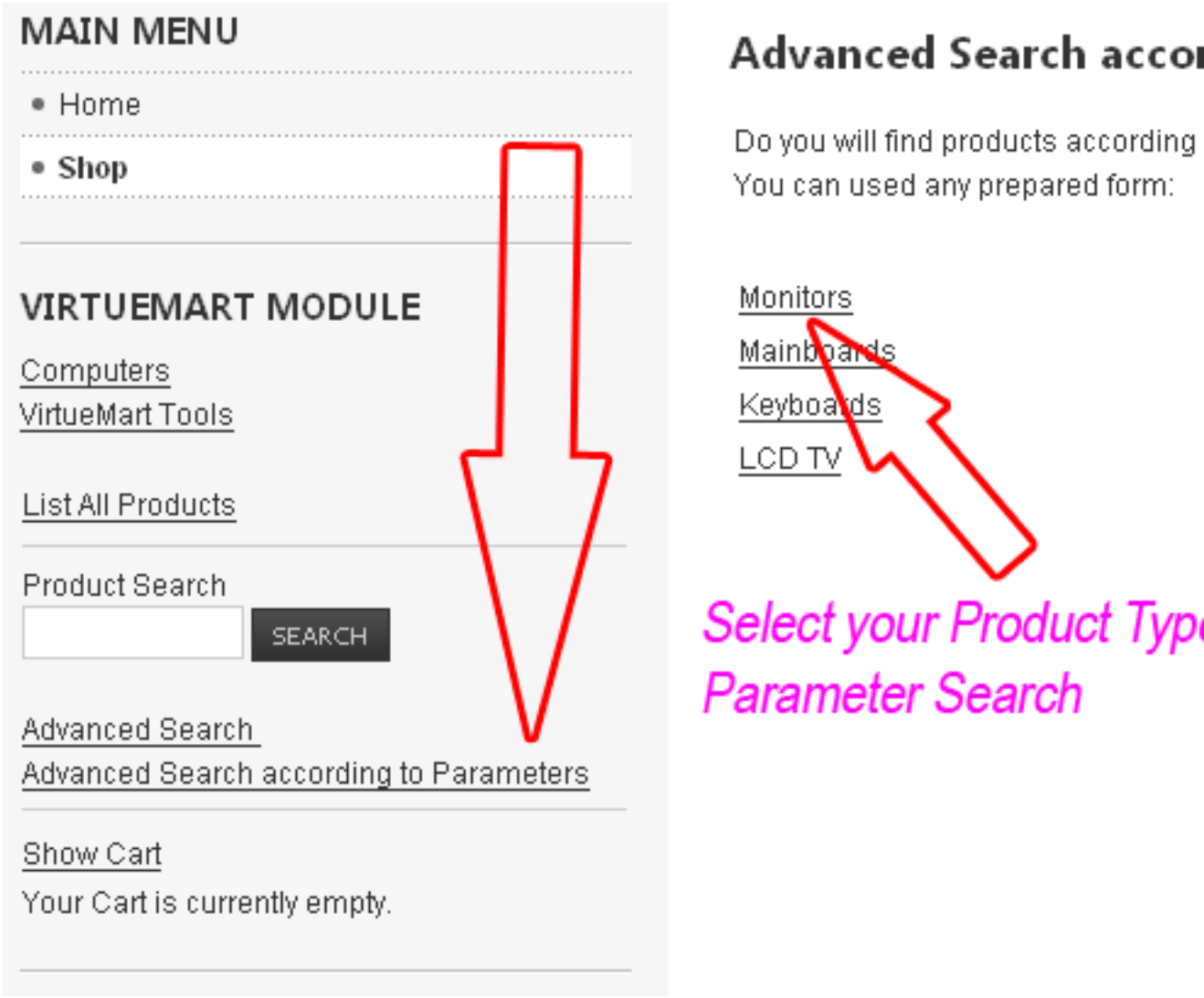


Figure 4.44. VirtueMart Administration: Product Types Management - Advanced Search According to Parameters - Selecting Product Type

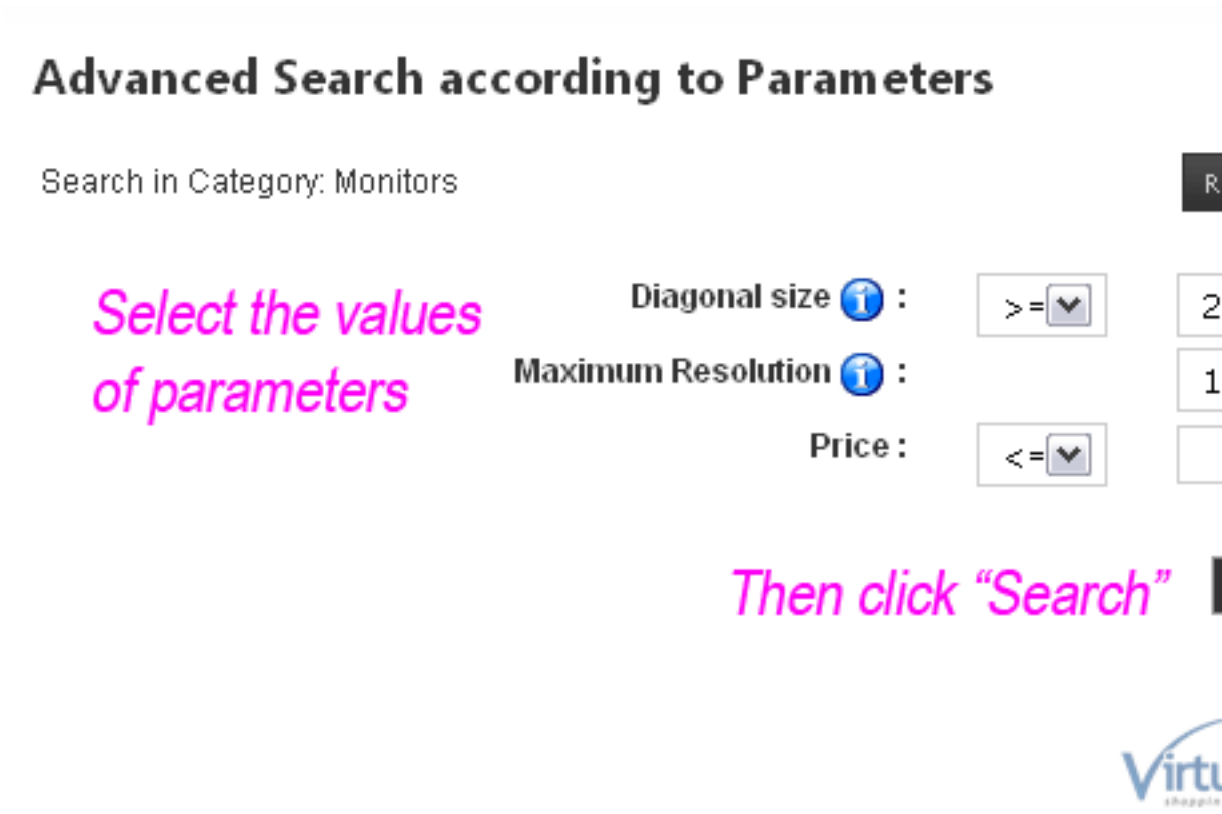


Figure 4.45. VirtueMart Administration: Product Types Management - Advanced Search According to Parameters Form - Selecting Parameter Values

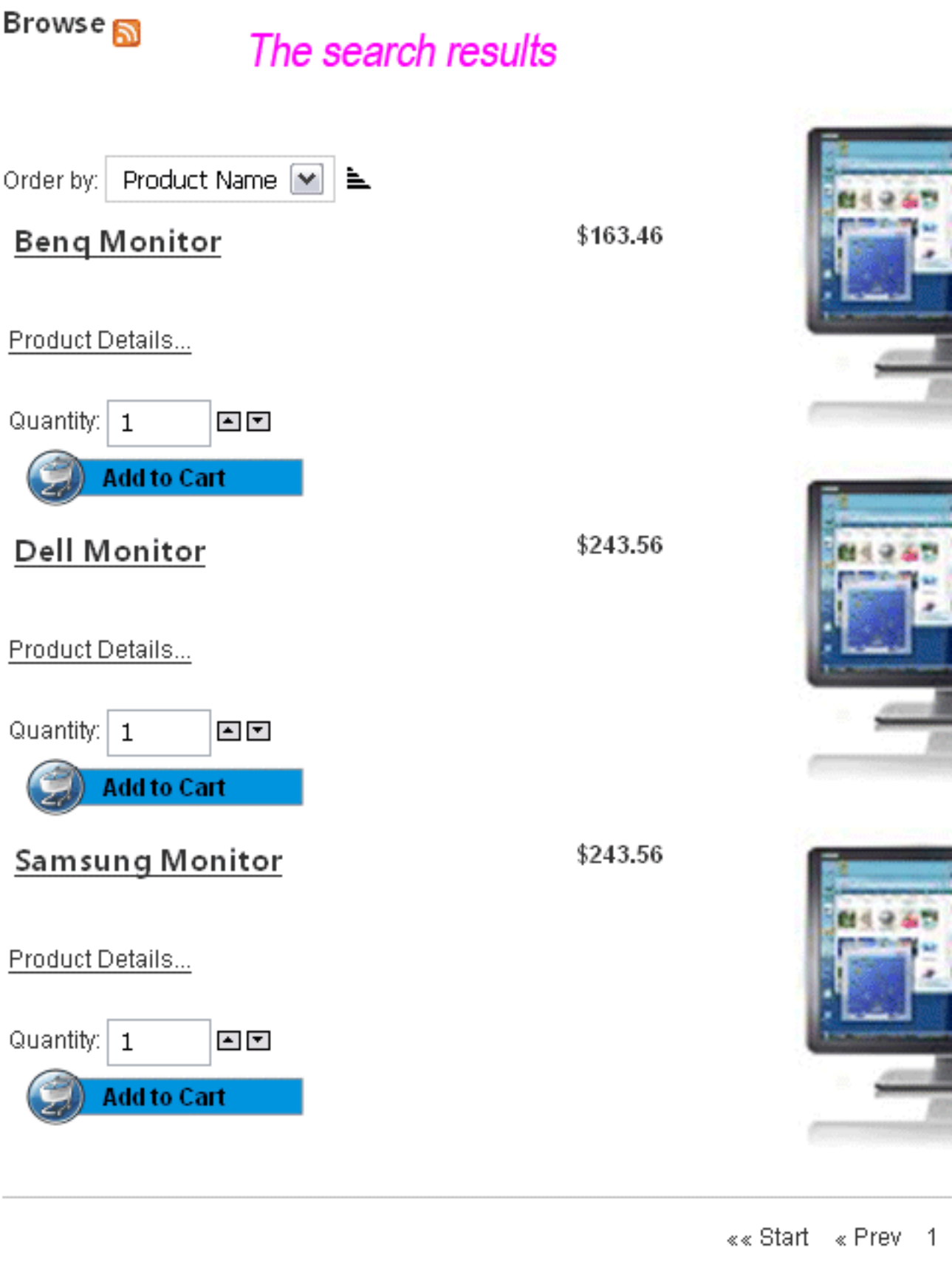


Figure 4.46. VirtueMart Administration: Product Types Management - Advanced Search According to Parameters Search Results

4.6.5.4. Deleting Product Types

This is an important decision to make, because deleting a Product Type will delete all relations with products, and you cannot search those products according to their parameters anymore. In case you don't need a Product Type anymore, you can delete it using the folowing procedure: go to Product Type List, select the one you want to delete and click "Remove".

4.6.6. Product Downloads, additional Images and Files

To add a new file, let's say an .mp3 file which is the file we want to sell, we just open the file form by clicking the "New" button in the toolbar of the file list.

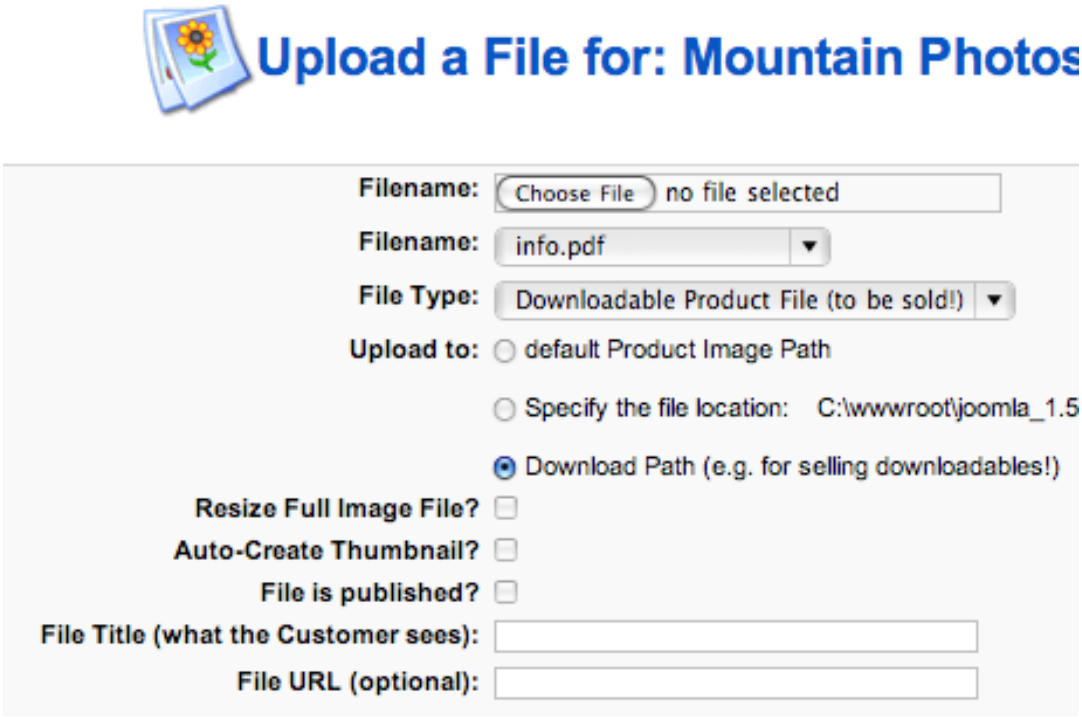


Figure 4.47. VirtueMart Administration: File Form

You have the chance to upload a new file, which makes sense if you just upload a smaller image or product specsheet.

Note

If you want to assign a bigger file (maybe a 8MB mp3 file) you need to upload the file using an FTP program into the directory you have specified for downloadable product files (see Configuration). After you have done this, you can select the file from the drop-down list in the file form.

4.6.6.1. General

VirtueMart allows to manage additional files and images for each product. The File Manager can be accessed from the Product List:

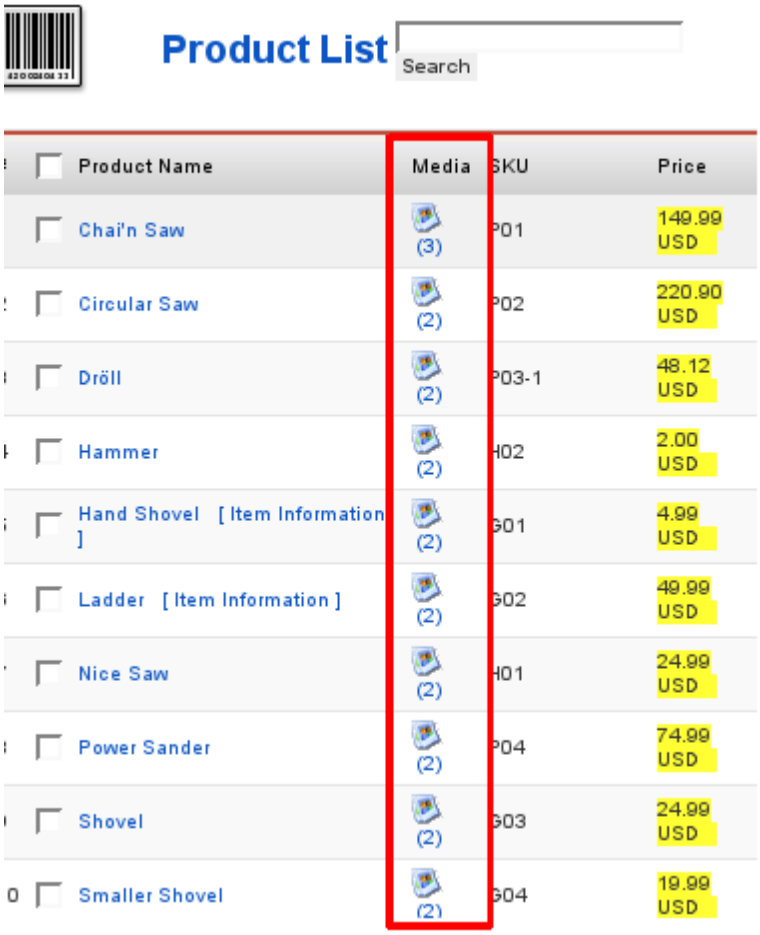


Figure 4.48. VirtueMart Administration:

The image icon is the link to the file manager. The number behind the icon is the total number of all files assigned to this product.

The File List for a Product contains all files currently assigned to the product. Files can have different "roles" like "downloadable file (to be sold!)", "additional file" and "additional image".

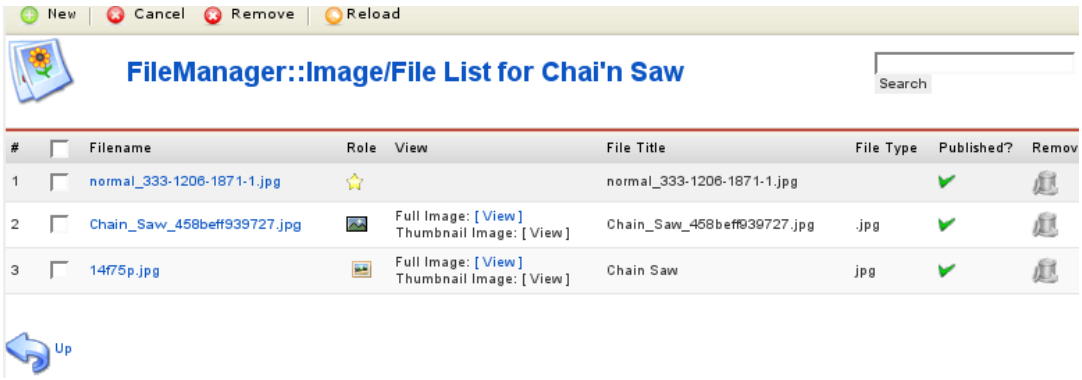


Figure 4.49. VirtueMart Administration: File List

4.6.6.2. Selling downlodable Products

Virtual Products can be sold with VirtueMart - you can specify Files, which are made available for download after a purchase has been successful.

Important

The Download Mode must be enabled globally in the Configuration first. See Section Configuration - Downloads for more information about that.

Products can have one or more Files assigned to them as downloadable Product File.

Warning

downloadable Product Files and *additional* Files are two completely different Things. While *additional* Product Files can be downloaded at any time while being published, *downloadable* Product Files can only be downloaded after the Product has been purchased **and** the Order Status has been changed to *that* Order Status which enables Downloads.

4.6.6.2.1. Add a downloadable Product File

To access the File Manager, click the small Image Icon in the Product List (Column Media) in the Row of the Product you want to edit. A new Window opens and shows a List of all Files assigned to that Product. Click the New Button to open the Product File Form.

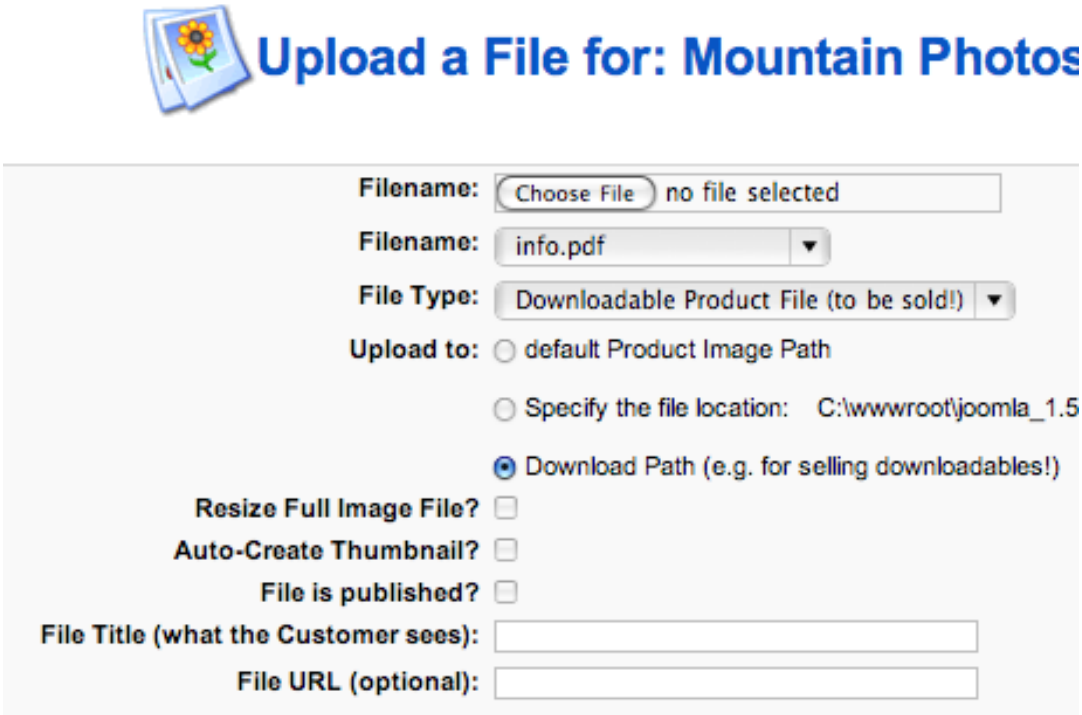


Figure 4.50. File Form

In that File Form you need to choose File Type: **Downloadable Product File (to be sold!)** first - because that makes a drop down list with existing Files visible. You can now **upload a file** using the Upload Field or select a File from the drop down List.

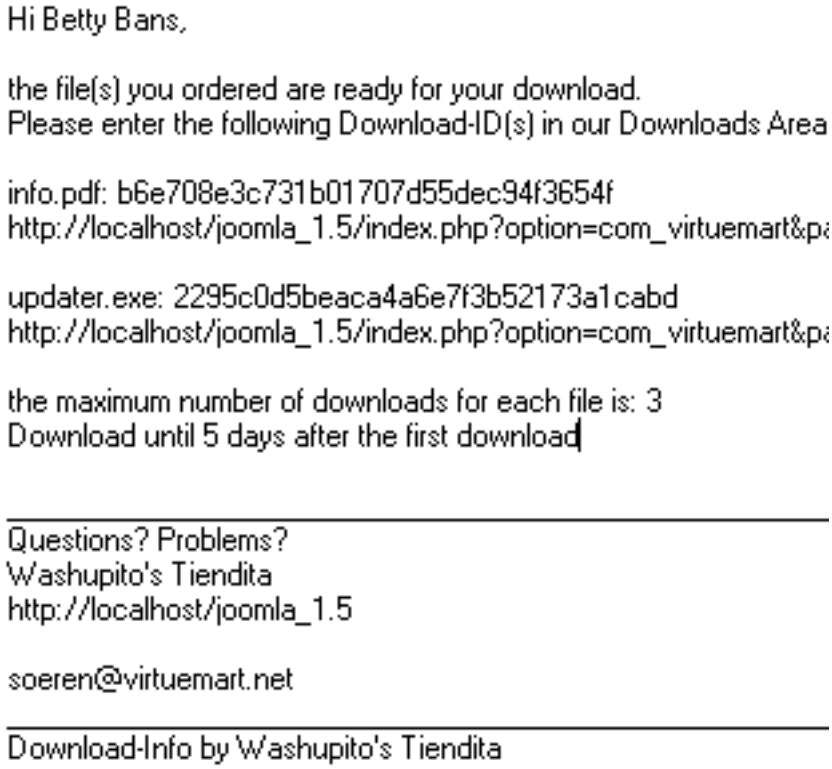
Note

File Uploads via HTTP are usually limited by Size, so you can upload Files via FTP first into the Download Root Path and then select the File from the drop down List here in the Form.

You don't need to specify more information now - just submit the Form using the Save Button. You can repeat this action to add more than one downloadable Product File to a Product.

4.6.6.2.2. More Information about Product Downloads

Customers are automatically notified about their Downloads in an Email. The Email is sent out after the Order Status has been changed automatically (e.g. when using Credit Card Payment with instant notification that the Payment could be captured) or manually (from the Order List in the Admin Section).


Hi Betty Bans,

the file(s) you ordered are ready for your download.
Please enter the following Download-ID(s) in our Downloads Area

info.pdf: b6e708e3c731b01707d55dec94f3654f
http://localhost/joomla_1.5/index.php?option=com_virtuemart&pa

updater.exe: 2295c0d5beaca4a6e7f3b52173a1cabd
http://localhost/joomla_1.5/index.php?option=com_virtuemart&pa

the maximum number of downloads for each file is: 3
Download until 5 days after the first download

Questions? Problems?
Washupito's Tiendita
http://localhost/joomla_1.5

soeren@virtuemart.net

Download-Info by Washupito's Tiendita

Figure 4.51. Download-Info Email

The Customer now must click the links, which lead them to the Download Page, so they can get their File(s).

If a Customer doesn't receive the Download-Info Email, you can resend that Email. Just open the Order Details of the Order from the Order List and click "Resend Download ID".

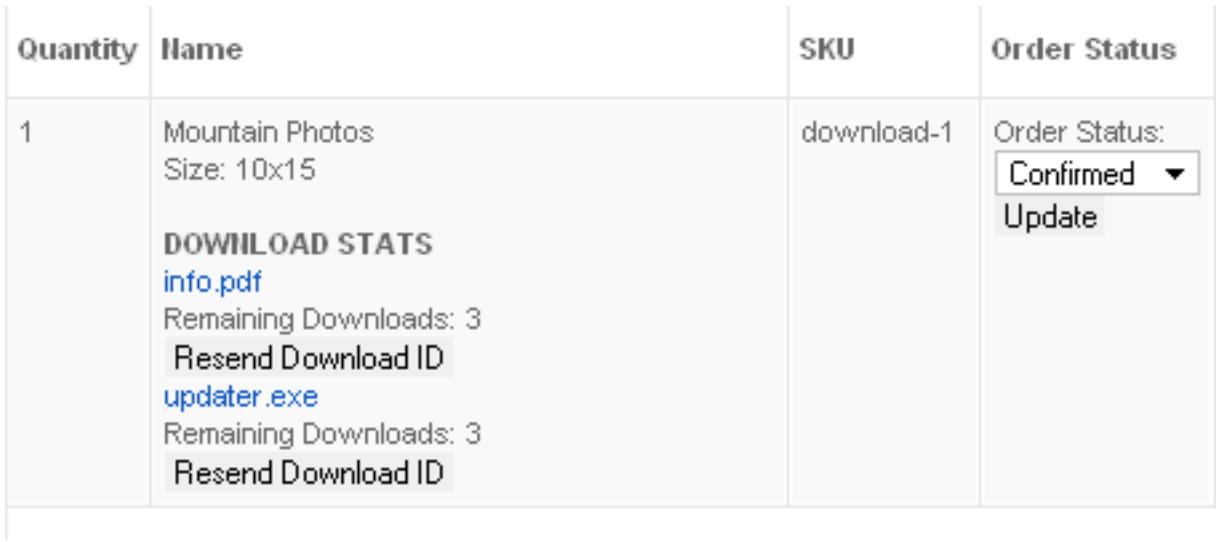


Figure 4.52. Resend Download ID

When the Download has expired or the Customer has downloaded the maximum number of Times, you can re-enable the Download Possibility from the same place:

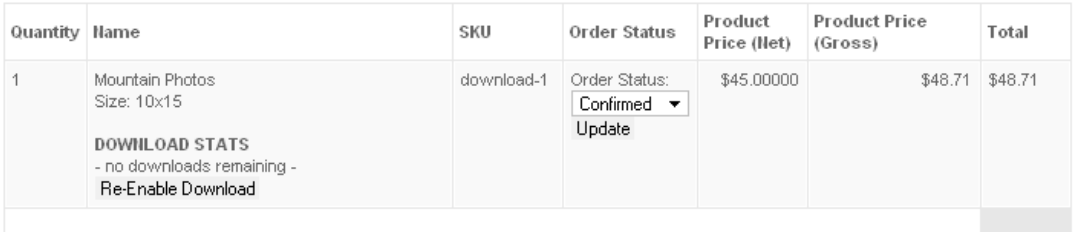


Figure 4.53. Re-enable Downloads

Just click the Button "Re-enable Download" and a new Email with new Download ID(s) is sent out to the customer.

If you cancel an Order, the Download ID(s) are removed from the Database, so the Customer won't be able to download any of the purchased Files.

4.6.6.3. Additional Images and Files

You can have as many Images and Files for a Product as you need. To specify a new Image or File, you need to access the File Manager for that Product (from the Product List, Column Media).

Additional Images are either shown on the Product Details Page or on a separate Images Page (Amazon-like) - that depends on your "Flypage Template".

Additional Files can be Product Specs, PDF Flyers or other Materials you want to give to the Customer to give better Information about the Product. The List of available Files is shown on the Product Details Page.

Note

When removing a File which is still used by other Products, that File won't be physically removed from the Server.

4.6.7. Product Discounts

Discounts in VirtueMart must be created in the Product Discount Form before being able to assign a Product to a specific Discount.

Caution

When updating a discount, your changes apply to all products which are assigned to this discount.

Adding / Updating a Discount

Go to "Product" # "Add/Edit Product Discount".

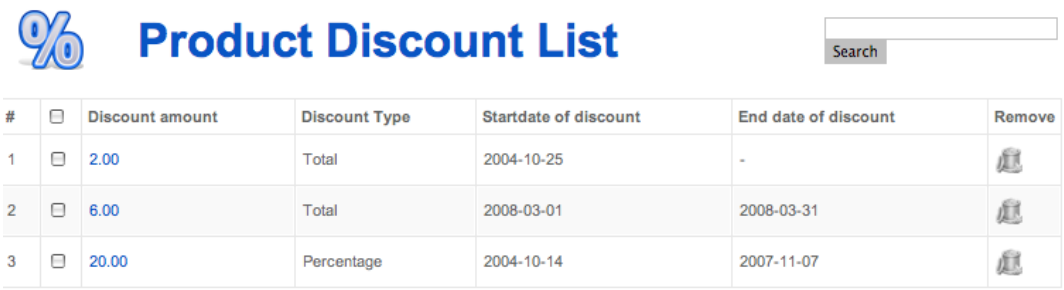


Figure 4.54. VirtueMart Administration: The Product Discount List

Now fill in the details for this Discount Record:

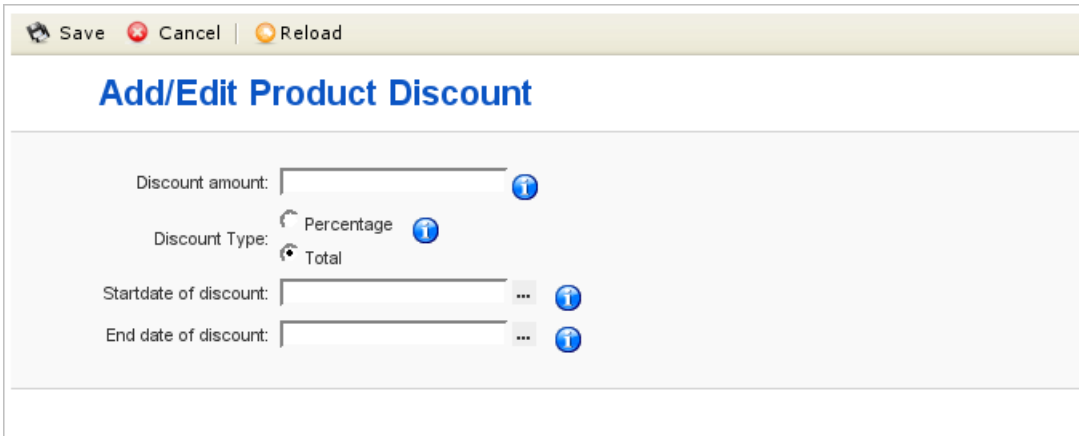


Figure 4.55. VirtueMart Administration: Product Discount Form

Discount Amount (required)
: This is the amount of discount you want to have subtracted (added) from the product price.

  Has the syntax: 000.0000 (no comma!)

Discount Type (required)
: The Discount Type specifies how the amoung is handled: either as a percantage or as a total amount. If you select "Percentage",

	the amount will mean that you give a Discount of XX % to the Product Price. If "Total" is selected, the amount will be substracted (added) from the Product Price.
Start Date (optional)	By clicking on "..." you can specify a date from the calendar, which will be the first day, the Discount is calculated and shown to the customer. The Start Date is no must. You can also only have an End Date or leave this field blank when this discount shall begin instantly.
End Date (optional)	If you have specified a Start Date, you'll surely want an End Date - that would be something like "Sale". So click on "..." and specify the last Day of the Sale from the calendar. You can also only have an Start Date or leave this field blank when this discount is not limited.

When you're done, don't forget to "Save" your information.

Deleting a Discount

You can easily delete a discount. Note that this removes the Discount from all products which are assigned to it.

Just go to the Product Discount List and click on the Trash Icon of the row of the Discount you want to delete at the right side of the List. Confirm that you "want to delete this record" and done.

4.6.8. Product Ratings and Reviews

4.6.8.1. General

The Review/Rating Feature can be turned on and off in the Configuration. There you can also set if reviews are automatically published or must be moderated before being published. Only registered Customers can submit Ratings and Reviews - and only one per Product.

4.6.8.2. Review Moderation

You can access the list of all Reviews for a Product from the Product List, Column "Customer Reviews". If a Product jas no Review yet, the link says "Add a Review", which brings you to the Review Form, where you can add Reviews.

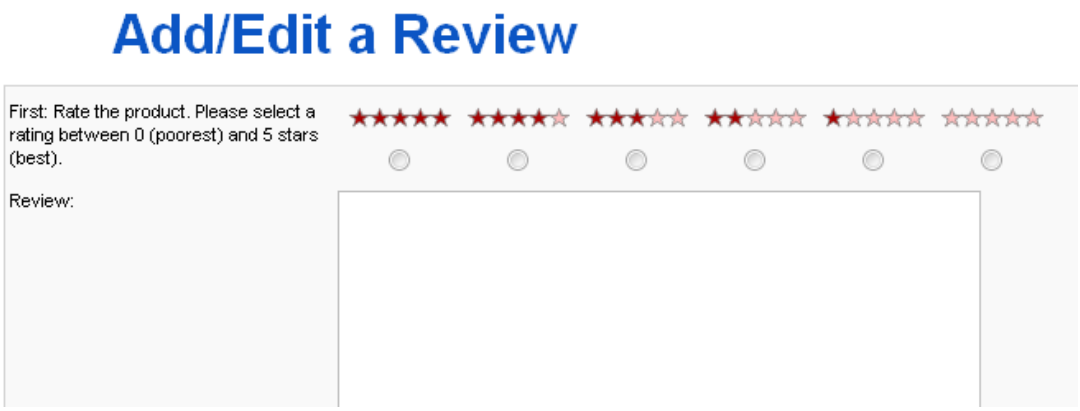


Figure 4.56. Add a Product Review (Administrator Side)

If a Product has one or more Reviews, you can view the List of all Reviews.

Figure 4.57. List of Product Reviews

To edit or view a Review click on the user name in the "Name" Column - this will bring you to the Review Form.

You can quickly (un)publish a Review by clicking the Icon in the "Publish" Column. To completely remove a Review, you can click the Trash Icon in the last Column or select on or more Reviews and click "Remove" in the Toolbar.

4.7. User Management

VirtueMart comes with an extended User Management compared to Joomla's User Management Features.

Important

Always use the VirtueMart User Manager for Adding / Editing and Deleting Users to / from your Joomla! site! If you use Joomla's built-in User Manager you will run into trouble, because required database table entries are not created for such users. So for the other case: When you delete Users with the Joomla! User Manager from the site that have been added with the VirtueMart User Manager, useless entries remain.

VirtueMart also provides the ability to create any number of addresses for a particular user. Not only can a user have separate bill to and ship to addresses, but addresses for home and business as well.

4.7.1. Shopper Groups

VirtueMart offers the ability to assign users to a Shopper Group. This enables Storekeepers to create Shopper Groups for whatever need (e.g. site access, customer rating, tax display, etc.). These shopper groups can then be used to provide special services, discounts, or access to a specific group of users. Because users and shopper groups are associated to a particular vendor, it is important to create your vendor records before creating the user and shopper group records.

Note

There's only one "default" shopper group. Whatever shopper group you set as default, its settings are used for new customers. New customers are automatically assigned to the default shopper group.

4.7.1.1. Adding or modifying a Shopper Group

You can add and modify shopper groups in VirtueMart using the Shopper Group List, which can be accessed through the menu: "Shopper" # "List Shopper Groups".

Figure 4.58. VirtueMart Administration: Shopper Group List

To add a new shopper group, just click on the "New" button in the toolbar. In the following shopper group form just fill out the necessary fields.

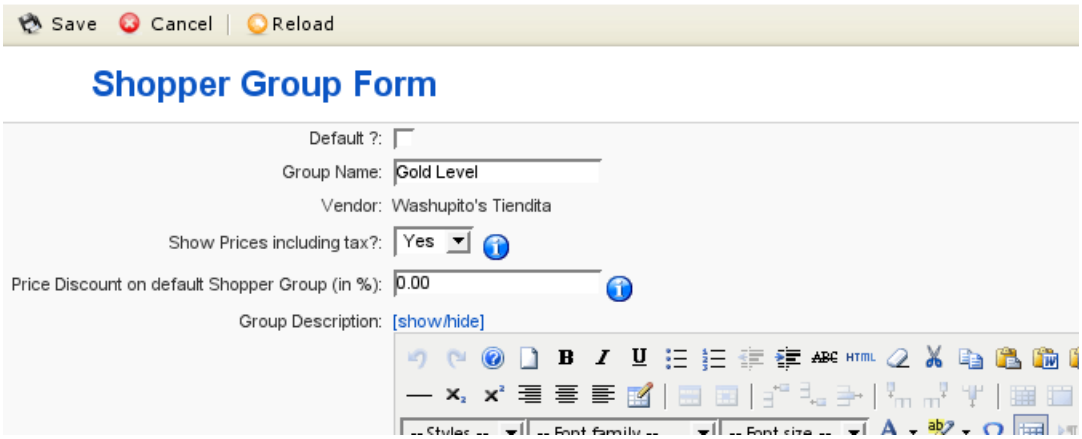


Figure 4.59. VirtueMart Administration: Shopper Group Form

4.7.1.2. Deleting Shopper Groups

You can delete Shopper Groups from the Shopper Group List by clicking the "Trash Bin" icon in the last column of each row in the shopper group list. You could also check the checkboxes of each shopper group which you want to remove and click the "Remove" button in the toolbar.

Note

You can't delete shopper groups, which still has customers assigned to it.

4.7.2. Users

TODO

4.7.2.1. Adding or modifying Users

TODO

4.7.2.2. Deleting Users

TODO

4.7.3. User Groups

User Groups are "Permission Groups" and used to restrict access to certain parts and functions of the shop. Each user is assigned to a user group. By default registered customers are members of the group "shopper".

When can this be useful? Imagine you have a user, who wants to access the "Report" section of the store. Usually this is restricted to admins and stoeradmins. If you assign this user to the admin/ storeadmin group, he will also be able to access other sensible parts of the store, where he could change or delete important data. The solution is to add a new User Group called "Report", which will have the same permissions as shoppers PLUS access to the "report" core module. After the Group has been added, you can assign this user to the new group.

User Groups can be added, modified and deleted from the User Group List ("Admin" # "User Groups").

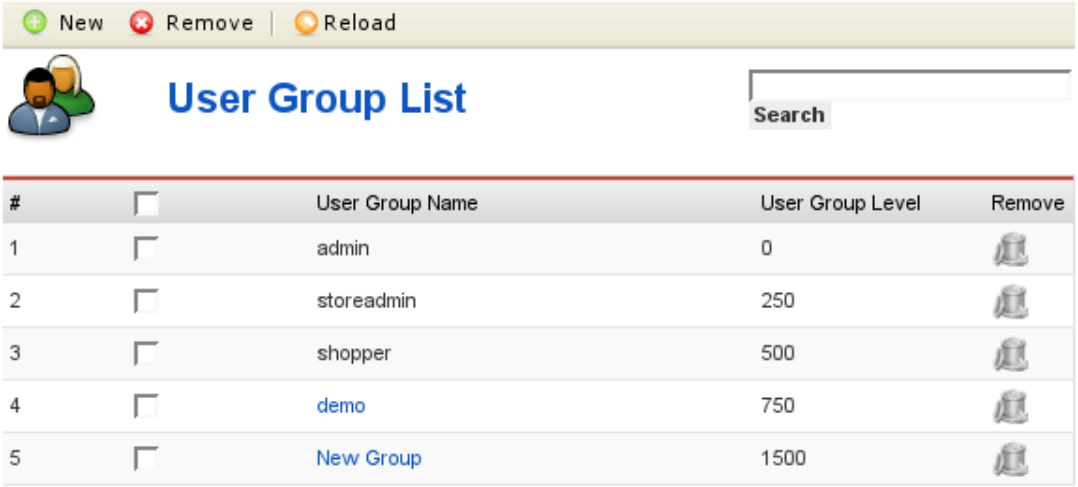


Figure 4.60. VirtueMart Administration: User Group List

You can click on the name of an existing group to open the user group form.

Note

The groups "admin", "storeadmin" and "shopper" are key groups in VirtueMart and can't be modified nor removed.

You can add a new Group by clicking on the "New" button in the toolbar. This opens the User Group Form:

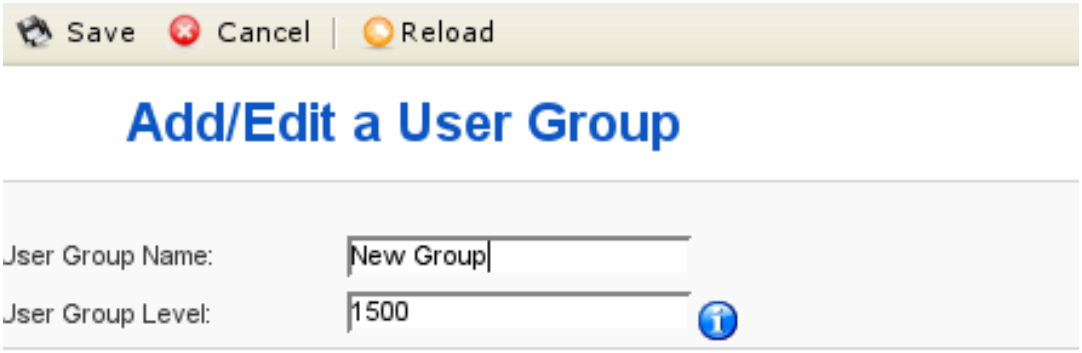


Figure 4.61. VirtueMart Administration: User Group Form

Here you can choose a name for the group and the group level.

Note

The higher the group level, the less permissions are assumed: "admin" has higher permissions than "storeadmin", because the group level number is lower.

After you have saved the user group, it is available in the core module and function list/forms.

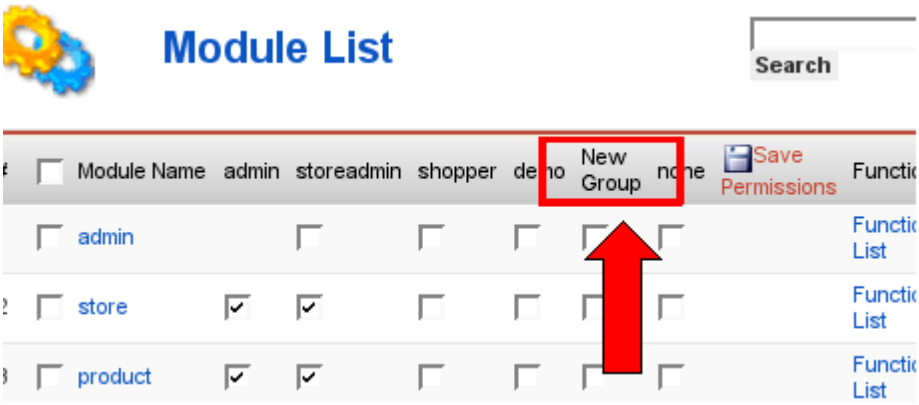


Figure 4.62. VirtueMart Administration: The New Group in the Module List

Now you can start to grant permissions to this new group by checking the boxes in this list for the column of the "New Group".

Important

The same needs to be done for the function list of **each** module!

4.7.4. User Registration Fields

The "User Fields" Management allows you to freely modify the fields displayed on registration and account maintenance. Such fields are for example: First Name, Last Name, Telephone,...

The User Field Management can be accessed via "Admin" # "Manage User Fields".

Figure 4.63. VirtueMart Administration: Manage User Fields

4.7.4.1. Add a new Field

You can add a new field by clicking the "New" button on the toolbar in the User Field List. The Field Form allows you to choose from various field types like

Text Input Field
Textarea
Checkbox
Date
drop down
email

Web Address	Used for Web Addresses.
EU VAT ID	Checks for a valid EU VAT ID upon Registration.
Age Verification	Allows you to ask the Customer for her/his Birthday to check if she/he is old enough to purchase from your Store. You can specify the minimum age at the bottom of the Registration Field Form after you have selected this type.

Tip

Some other Field Types will be visible depending on what other Components you have installed on your Joomla!/Mambo:

Newsletter Registration	You can let your new Customers be automatically be subscribed to a Newsletter. The following Components are supported: Letterman [http://www.thejfactory.com/component/option,com_docman/Itemid,56/].
Captcha Field	Obviously not a good idea if you don't want to bug new Customers, but sometimes necessary to prevent Registration Spam. You can add a Captcha Check to the Registration Form if the SecurityImages Component [http://joomlacode.org/gf/project/securityimages/] is installed on your Site.

In our example we will add a new field where users from the EU can fill in the EU VAT ID of their company if applicable.

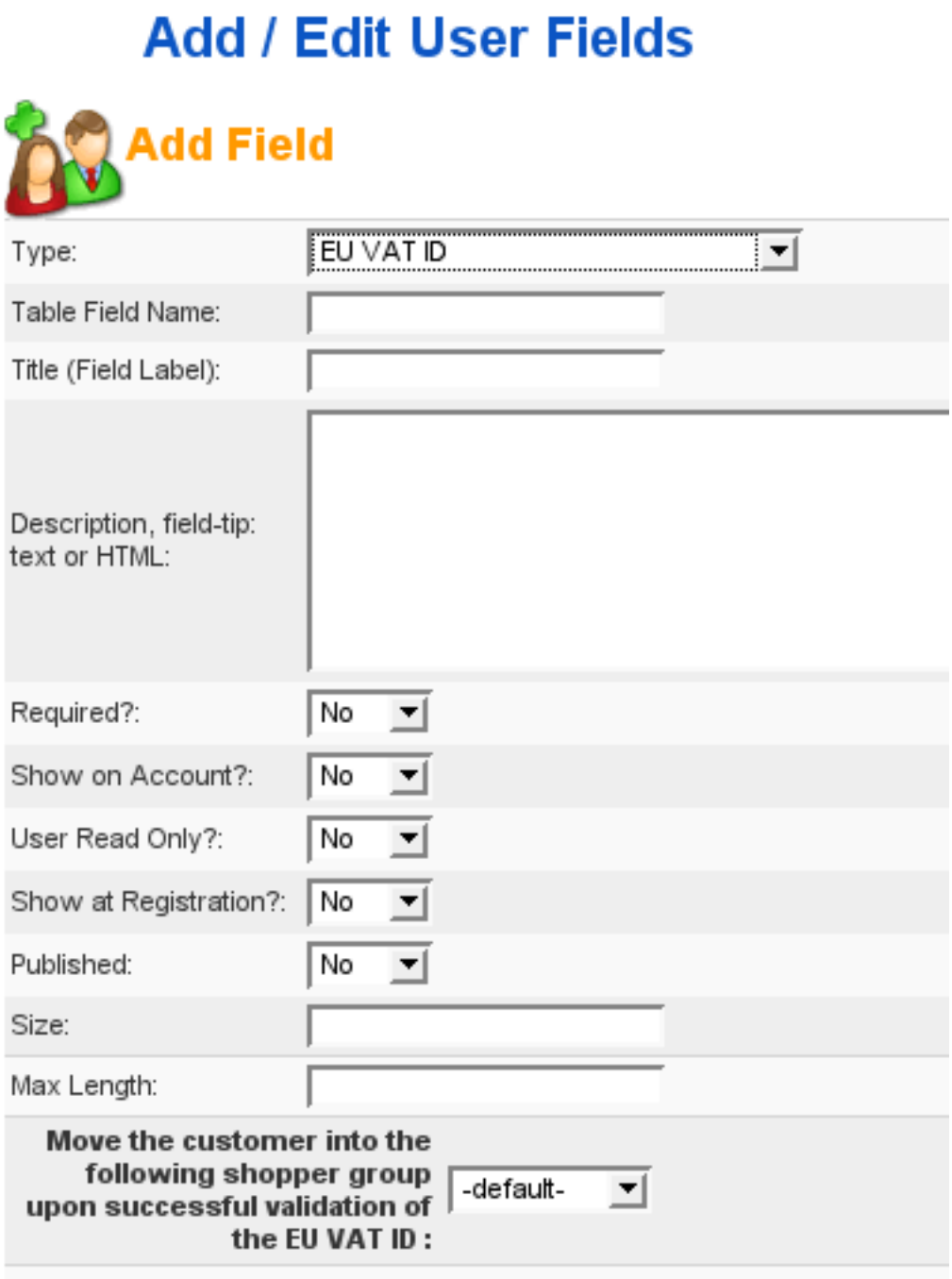


Figure 4.64. VirtueMart Administration: Add a new User Field

The Form Fields have the following meaning:

Type	The type of this field. Can't be changed afterwards!
Table Field Name	The name of the column that will be inserted into the table structure of the tables "jos_vm_user_info" and "jos_vm_order_user_info" in your database.
Title	This is the Label of the Field in the Registration / Account Maintenance Form
Description	This description will be shown to the customer in the frontend in a small tooltip besides the field to explain the field.

Required?	If this is set to yes, a value must be provided or chosen, otherwise registration will not be possible.
Show on Account?	This defines wether the field is shown in the account maintenance form or not.
User Read Only?	If this is set to yes, the field is read-only and can't be changed by the customer.
Show at Registration?	If this is set to yes, the field will be shown in the registration form.
Published	Here you can unpublish the field completely, so it won't be shown in any form.
Size	This defines the length of text input fields.
Max Length	This is the maximum number of characters that can be filled into the text field.
Move the customer into the following Shopper Group...	Here you can select into which shopper group the newly registered customer is moved when the EU VAT ID has been succesfully validated.

If you are finished filling in the necessary values, don't forget to Save your changes.

Here is a screenshot of the newly added field "EU Vat ID" in the registration form:

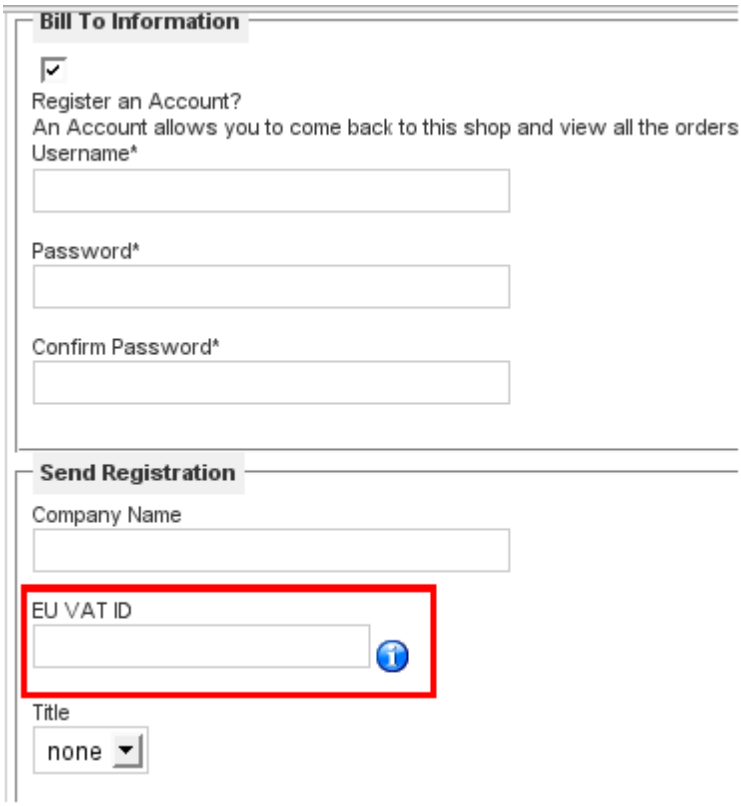


Figure 4.65. VirtueMart Administration: New Field "EU Vat ID" in the registration form

4.7.4.2. Modifying Fields

Fields can be reordered, renamed, published, set to be required or not and much more.

Reordering Fields

Fields can be reordered using the blue arrows in the user field list or using the text input fields in each row of the list:

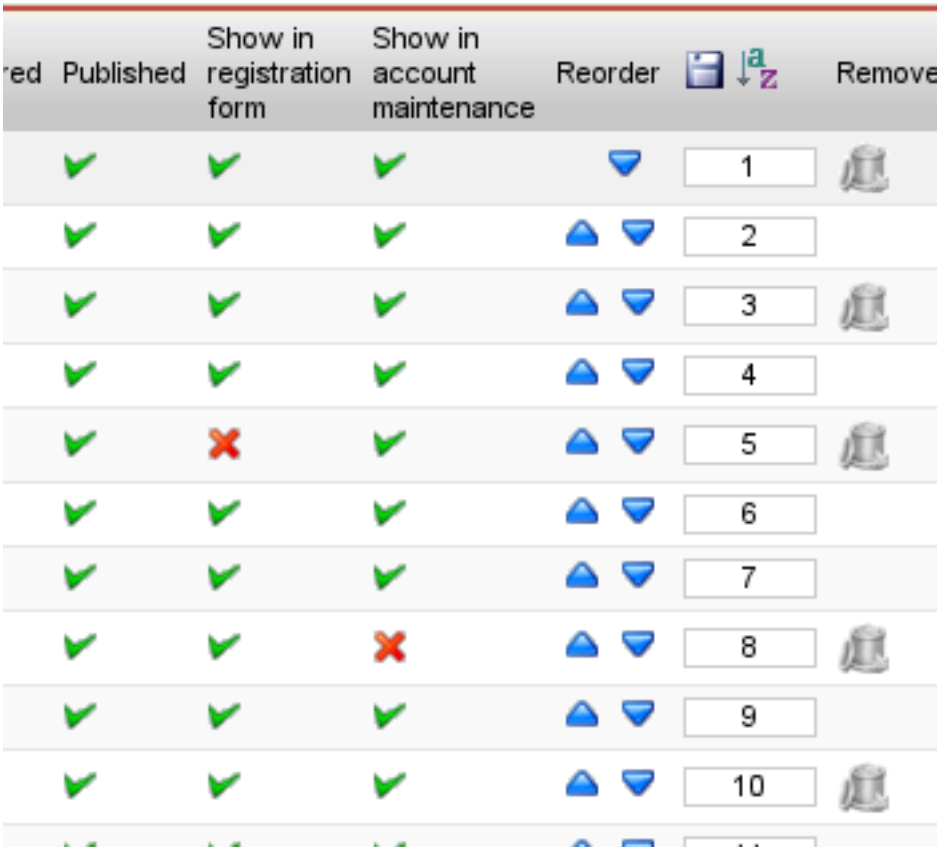


Figure 4.66. VirtueMart Administration: Re-Ordering in the Field List

If you have used the input fields to change the ordering of the fields, you must apply your changes by clicking the Save Icon in the top of this column. After that the fields will be reordered.

Publish (show)/Unpublish (hide) Fields

You can publish and unpublish fields by clicking on the icon in the column "Published". After that the publish state will be toggled.

Changing Fields

You can access the field form by clicking a field name in the User Field List. In this form you can modify all settings except the field type.

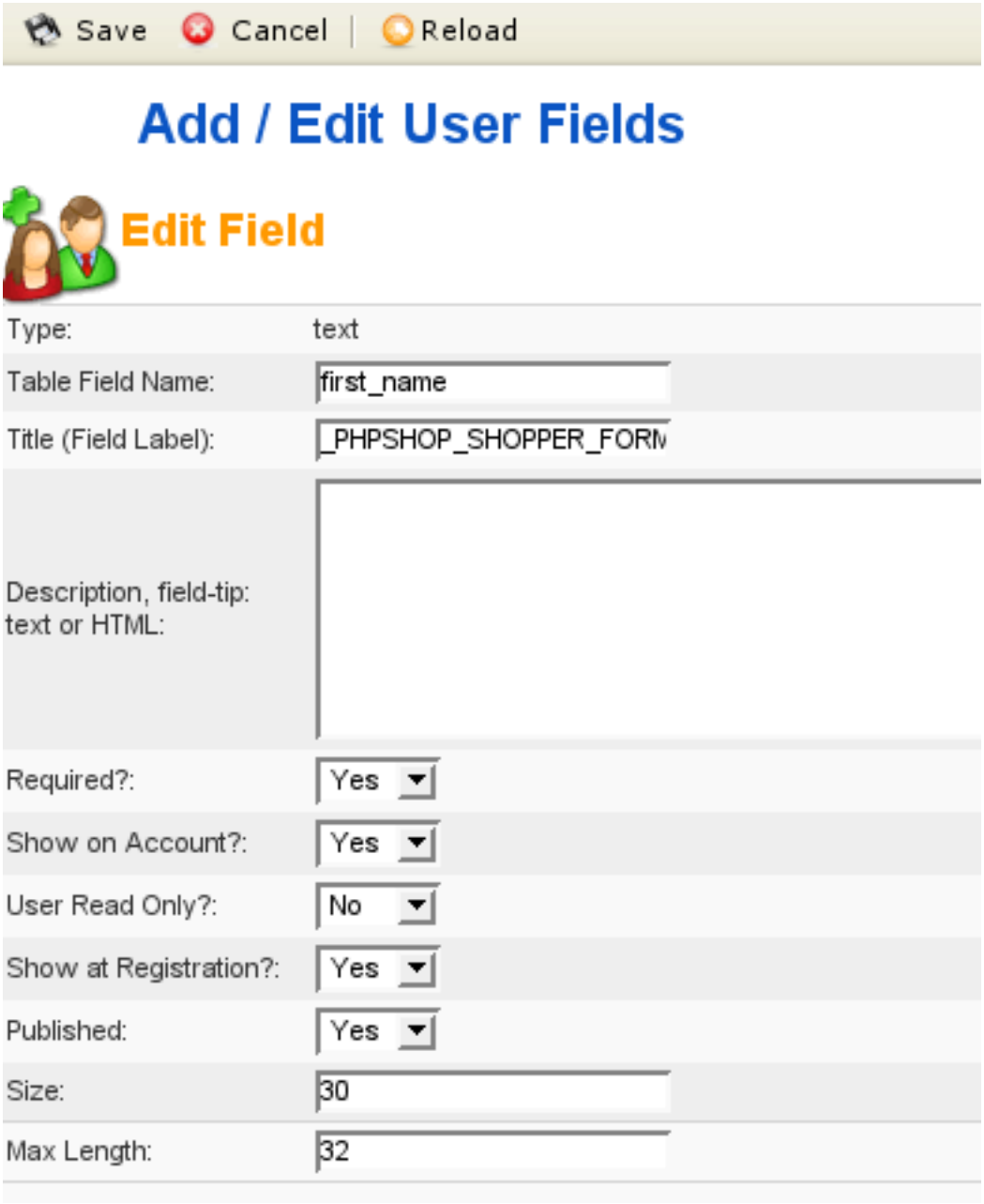


Figure 4.67. VirtueMart Administration: Modifying a Field

4.7.4.3. Deleting Fields

You can delete all non-system fields from the User Field List. You just need to click on the Trash Bin icon at the end of the row of the item you want to remove. You can also select the checkboxes of the fields which you want to delete and then click the "Remove" button in the toolbar.

4.8. Order Administration

Your shop is online, your catalogue is bursting at the seams, you've run all of your payment processing tests, and you're ready to go live! Well, maybe not quite. You need to know what to do when those orders come flooding in. When someone orders a product through your VirtueMart website, a record is created in the system with the details of the order.

The *order record* has a *'status'* to indicate where the order is in the stream of events – for example, whether it has been paid for, shipped, or cancelled. The actual values you use for status are up to you, but by default you are given status values of *Pending, Confirmed, Cancelled, Refunded, and Shipped*. If you want to define your own status values, you can do so by selecting "List Order Status Types' from the 'Order Status' sub-menu of the "Orders" menu.

To view all of the orders in the system, click on "List Orders" on the "Orders" menu. This takes you to the Order List which is illustrated in the next figure.

4.8.1. The Order List

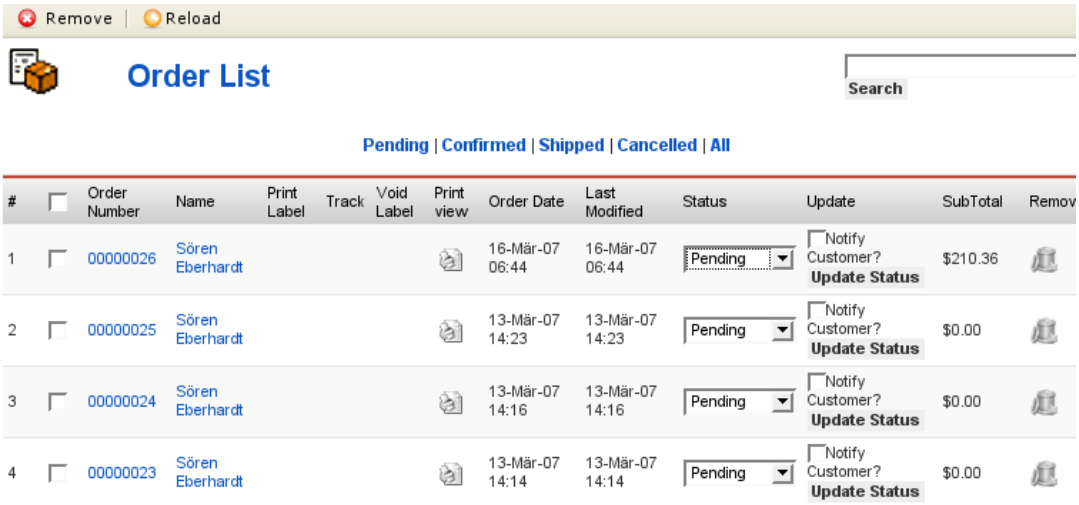


Figure 4.68. VirtueMart Administration: Order List

When you click on an order number, you are given the full details of the order as shown in the next figure.

When you click on the name of the customer, you will be taken to the user form for this user. The Print View Link opens a new window that allows you to print out the order. In the status column you can see the current status of this order. You can change this value and after that click on the "Update Status" button to the right to update the order status. If you wish to notify the customer about this action, check the option "Notify the customer?".

To delete an order, use the Trash Bin icon in the last column or select multiple orders using the checkboxes in the first column and click on "remove" in the toolbar.

4.8.2. The Order Details

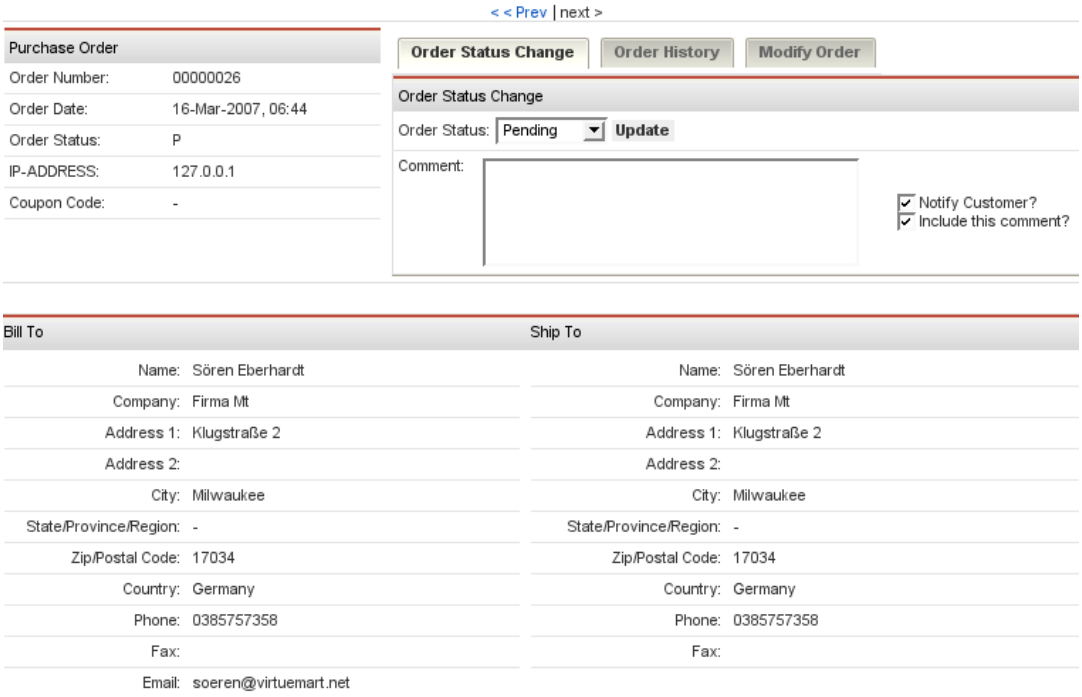


Figure 4.69. VirtueMart Administration: Upper Part of the Order Details

The Order Details View shows all details which are relevant to the store owner. You have three tabs in the upper part: Order Status Change, Order History and Modify Order.

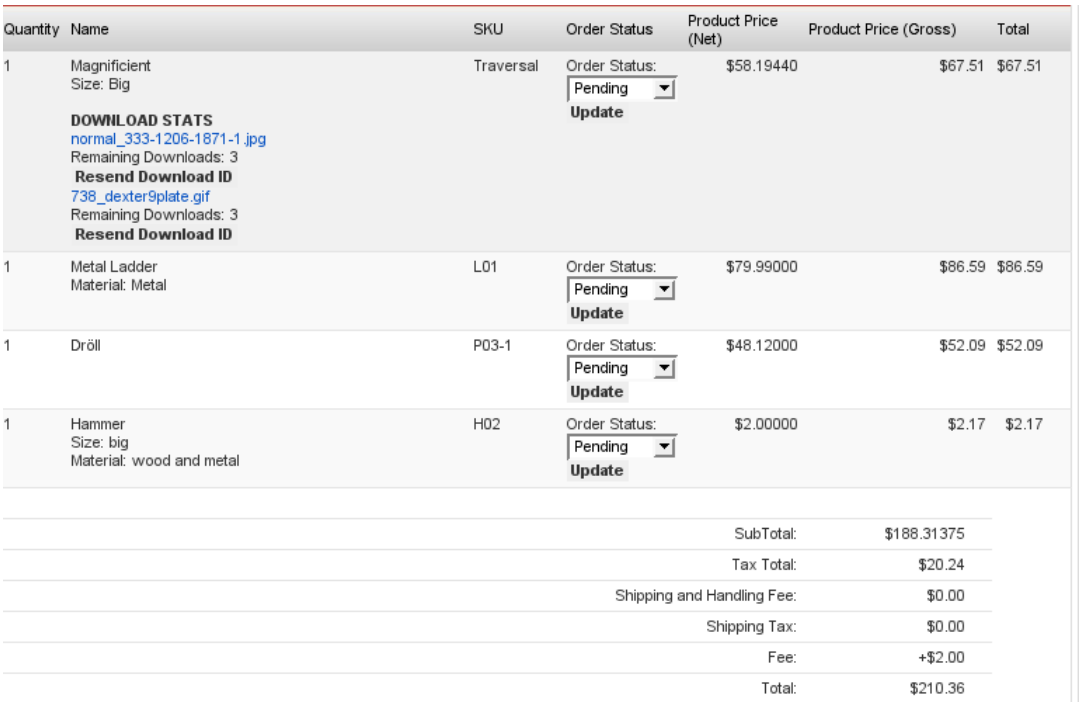


Figure 4.70. VirtueMart Administration: Bottom of the Order Details

In this part of the order details screen you see the list of all purchased products. If the products are downloadable products, you can re-send the Download Notification Email or re-initiate the downloads if the maximum download number has been reached or the download period has expired.

You can also change the order status for single order items using the status drop-down list in each row of the order item list.

4.9. Vendor Administration

Warning

THIS PART OF VirtueMart STILL IS NOT COMPLETE. IT'S NOT RECOMMENDED TO USE THIS FEATURE.

Vendors and Vendor Categories represent the top most tier of VirtueMart administration. Through vendor administration, the store keeper is able to manage products, users, and orders by vendor or supplier.

[TODO - heirarchial drawing]

For simple stores where there are only a few products offered, vendor administration is not necessarily needed, but for larger more complex stores, such as an online mall, vendor administration can be essential.

Since all products, product categories, users, and orders are associated to the vendor record, establishing the vendor and vendor category structure is the first step to building the online store.

Note that it is not necessary to create the vendor categories first. Vendors can be re-associated to vendor categories after all the vendor records have been created. However, creating the vendor category records first can save some extra work if you already know how you want to categorize your vendors.

4.9.1. Vendor Categories

Vendor categories are a way to classify the types of goods and services that vendors offer on your site. For example, you may have an online mall for buying and selling furniture. You may want to create vendor categories such as "Antiques", "Office Furniture", and "Patio Furniture".

Note that a vendor on your site can only be associated with a single vendor category, so it is important to use categories that are broad enough to represent the shopper's choice of storefronts. For example, "Antique Furniture" and "Vintage Clothing" would not be broad enough categories if you have a vendor that sells both types of items. In this case, you might want to use "Antiques" as your vendor category.

VirtueMart creates the vendor category name "-default-" upon installation. It is not necessary to change this unless you choose to fully utilize the vendor category functionality.

4.9.1.1. Browsing Vendor Categories

The Vendor Category List can be accessed in the Vendor Menu ("Vendor" # "List Vendor Categories"). You may easily navigate to the vendor list by clicking on the linked text "list" in the "Vendors" column of the Vendor Category List.

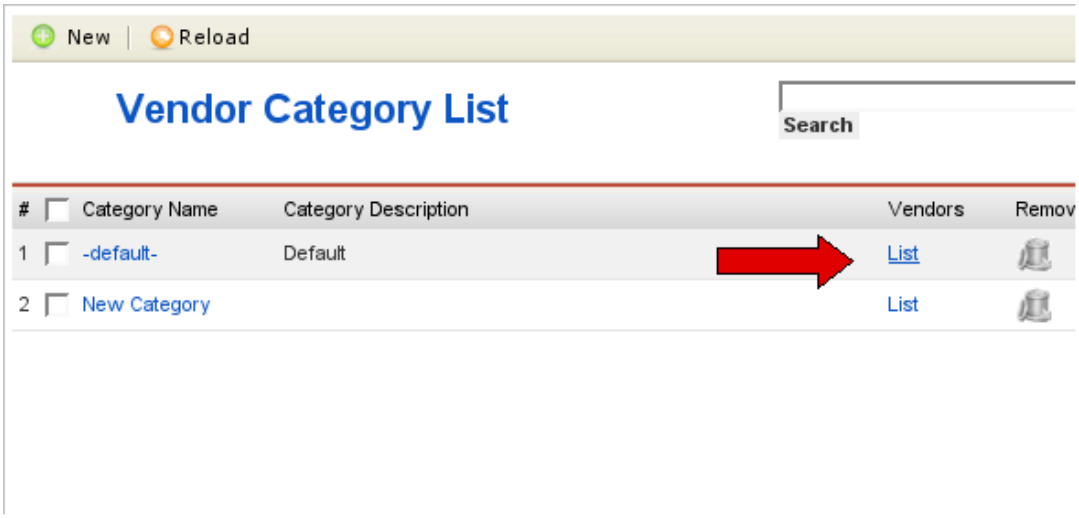


Figure 4.71. VirtueMart Administration: Vendor List for a Category

This will open the Vendor List page.

4.9.1.2. Adding Vendor Categories

To create a new vendor category, select "Vendor | Add Vendor Category" from the VirtueMart admin interface.

This will bring up the Vendor Category Form.

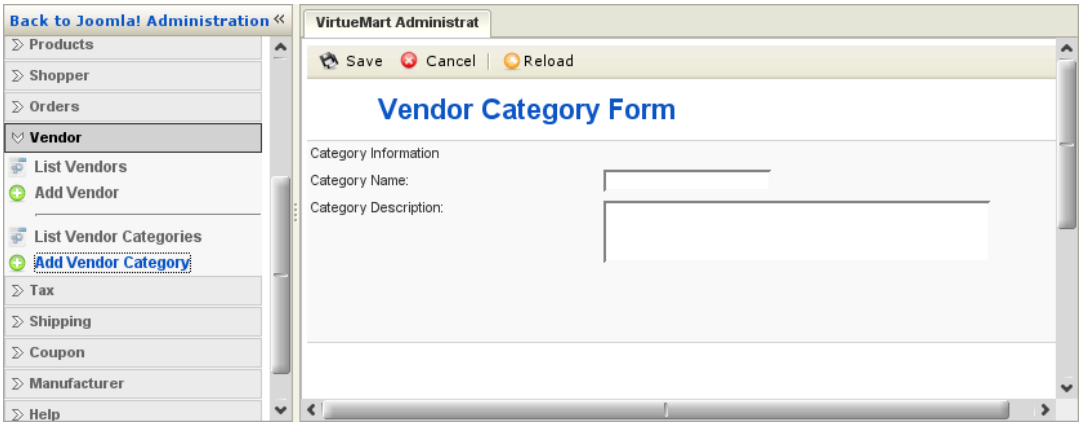


Figure 4.72. VirtueMart Administration: Vendor Category Form

Vendor Category Form

Vendor Category Form Fields

Vendor Category Name	The name used to identify the vendor category.
Vendor Category Description	The description of the vendor category.

Click on the "Save" button.

You will be redirected to the "Vendor Category List" page, showing the "-default-" category, and the new category you just entered.

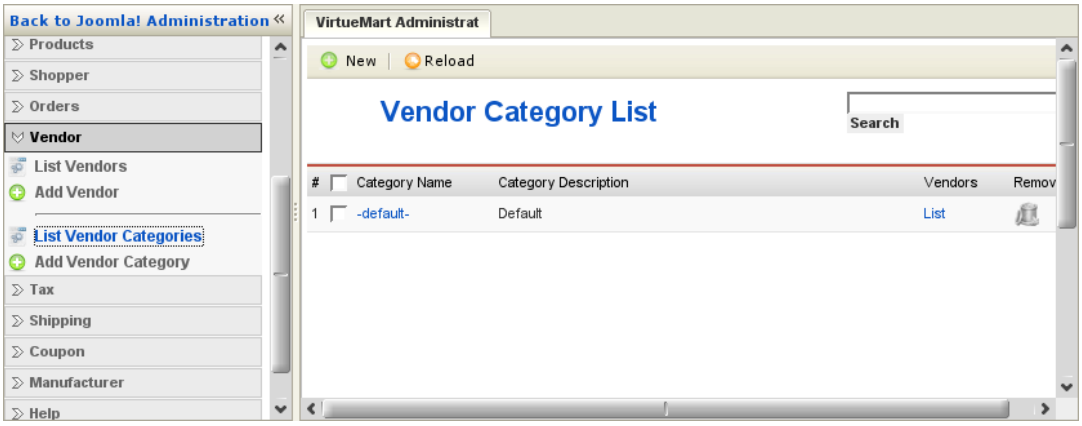


Figure 4.73. VirtueMart Administration: Vendor Category List

Vendor Category List

You may also add a new vendor category with the Vendor Category Form by clicking on the "New" button in the toolbar.

4.9.1.3. Editing Vendor Categories

To edit an existing vendor category, select "Vendor | List Vendor Categories" in the VirtueMart admin menu. This will return the Vendor Category List screen (shown above). Click on the linked text showing the name of the vendor category you would like to edit to bring up the Vendor Category Form.

When you have finished making changes, click on the "Save" button. You will be redirected back to the "Vendor Category List" screen.

4.9.1.4. Deleting Vendor Categories

If you remove a vendor category all vendors in that category will be reassigned to the "-default-" vendor category that was created upon installation. You can then re-associate the affected vendors if needed, as described below under "Vendors".

To delete a vendor category just go to the Vendor Category List screen. Click on the trash can icon in the "Remove" column next to the name of the vendor category you would like to delete.

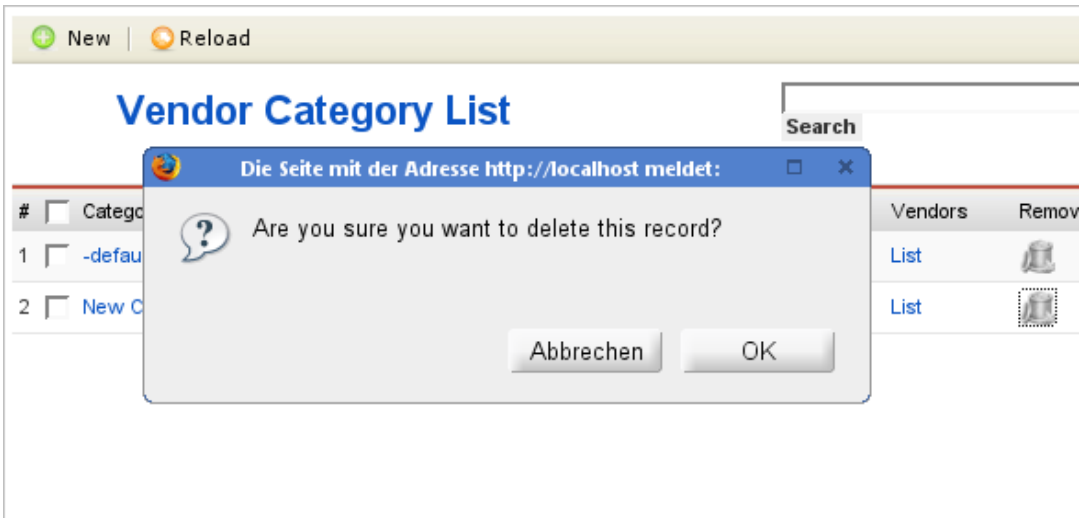


Figure 4.74. VirtueMart Administration: Vendor Category Deletion

Vendor Category Deletion

Click 'OK' to confirm deletion of this category.

4.9.2. Vendors

Vendors are the main organizational factor in VirtueMart. Products and product categories, billing options, etc. are all configured per-vendor.

Upon installation, a global, default vendor is created. This special case cannot be deleted, and is managed separately via the "Store | Edit Store" menu option.

If you are running a shopping site for a single vendor (for example, if you are the only vendor that will be offering products in your store) then there is no need to create additional vendors. If, however, you will be running an online mall site that will be host to several vendors, then create one vendor account for each storefront owner.

It may be worth noting here that you should not confuse vendors with manufacturers. A single vendor may have a different manufacturer for each product that they offer. If the person supplying the products on your site will be managing their own shipping, etc., then they are a vendor. If you will be managing these aspects, then the supplier is a manufacturer. (See Manufacturer Administration for more information on that topic).

4.9.2.1. Adding a Vendor

To create a new vendor, select "Vendor | Add Vendor" in the VirtueMart admin menu.

Edit the following fields in the Vendor Information Form:

Full Image	Required Displays the currently configured store logo.
Upload Image	Optional Browse to the vendor's company logo. This will be uploaded when you click on the "Save" icon.
Currency	The vendor's global / default Currency
Minimum purchase order value	This is the amount which is the minimum Order Value for Checkout.
Minimum Amount for Free Shipping	This is the amount, from which on Shipping is free.
Currency symbol	This is the currency symbol which will be used when displaying prices.
Decimals	Number of decimals.
Decimal symbol	Can be somethin like . , or empty.
Thousands separator	
Positive format	Display Order / Style for positive numbers.
Negative format	Display Order / Style for negative numbers.

Description	This is the Vendor Store's Description which is shown on the page `shop.index`.
Terms of Service	This is the complete text for your Terms of Service that is displayed to the customer.
Store Name	Required The name of the Vendor Store.
Store Company Name	Required The name of the vendor company.
URL	the vendor's Internet Address.
Address 1	Address Line 1
Address 2	Address Line 2
City	The City where the vendor is located.
State/Province/Region	The State / Region where the vendor is located.
Country	The Country where the vendor is located.
Zip/Postal Code	The ZIP of the vendor's location.
Phone	The Vendor's Phone Number
Last, First & Middle Name	The Name of the Vendor's Contact Person.
Title	The title of the Contact Person.
Phone 1 & 2	Vendor's contact's Phone number.
Fax	The Fax number for the Contact.
Email Address	Primary Vendor contact email address

Click the "Save" icon to create your new vendor.

4.9.2.2. Editing Vendors

To edit an existing vendor, select "Vendor | List Vendors" to see a list of all vendors. You may also get to this screen by clicking on the linked text, "list", in the Vendors column on the Vendor Category List screen.

Click on the name of the vendor you would like to edit, or click on the linked text "update" in the Admin column - either will take you to the same Vendor Add Information form. Make your changes in the Vendor "Add Information" form (described above), and click on the "Save" icon. You will be returned to the Vendor List screen.

4.9.2.3. Deleting Vendors

Important

Since vendors represent the top most tier of site management, deletion of vendors should be avoided unless absolutely necessary.

Before deleting an existing vendor, all products, product categories, users, and orders associated to that vendor must be removed through either deletion or re-association to another vendor. VirtueMart will not allow the deletion of a vendor while these child records still exist for that vendor.

Once these child records have been removed, select "Vendor | List Vendors" to see a list of all vendors. Then click on the name of the vendor you would like to delete. In the Vendor Add Information form, click on the "Remove" icon. You will be returned to the Vendor List screen.

Once this vendor has been deleted, it is removed from the system. To recover this vendor, you must re-create the vendor information, and re-associate all appropriate product categories and products.

4.10. Tax Rates

VirtueMart has some tax calculation configuration capabilities. Details on configuring tax calculations on your site can be found above under "Configuration".

There are two Tax modes available in VirtueMart: Based on vendor address and Based on shipping address. Depending on which option you select, you should configure Tax Rates for the locale of each vendor as entered in the "Vendor Information Form" (described above), or for each country or state you plan to have customers from (that you wish to calculate taxes for).

Editing Tax Rates

To edit existing Tax Rate information, select "Tax | List Tax Rates" from the VirtueMart admin menu. Click on either the linked text in the "Tax Country" or the "Tax Rate" column (both will take you to the same record).

Next make changes to the Tax Country, State or Region, or Rate fields as needed, and click on the "Save" icon to save your changes.

Tax Rate changes will be placed into effect for all purchases moving forward.

Deleting Tax Rates

To delete an existing Tax Rate, select "Tax | List Tax Rates" from the VirtueMart admin menu. Click on the linked text in the "Tax Country" or "Tax Rate" column to edit the record. Click on the "Remove" icon. You will be returned to the Tax Rate List.

Alternatively, you may pull up the Tax Rate List by selcting "Tax | List Tax Rates", and click on the trash can icon in the "Remove" column next to the record you would like to delete.

4.10.1. Adding Tax Rates

To add tax rates, select "Tax | Add Tax Rate" from the VirtueMart admin menu. This will bring up the "Add Tax Information" Form.

Add Tax Information Form Fields:

Tax Country	The country this tax rate will be applied to, determined by either the vendor or the purchaser's shipping address.
Tax State or Region	The State or Region this tax rate will be applied to. If there is no region listed for the country you are configuring a tax rate for, select the "Non-USA / Non-Canadian / Not Listed" option. If you don't need a state, but need more than one Tax Rate for a country, just select some "dummy" state for each Tax Rate for that country.

Tax Rate	Example: **0.0825** The tax rate, as a decimal value. For example, 8.25% would be entered as 0.0825

Click on the "Save" icon to add your new Tax Rate information.

4.11. Shipping Modules

4.11.1. Standard Shipping

It is wise first of all to think about how you will charge for *postage and packing*. The easiest way is to have a fixed shipping price for all of your products, but this is not always practical – especially if your products vary greatly in size and/or weight.

Not only do you need to think about shipping rates, but also shipping methods. Will you offer more than one shipping method – eg. next day delivery as well as standard? DHL as well as Royal Mail?

Even if you decide to only use one company for all of your shipping, you still need to tell VirtueMart about it. To set up a new ‘shipper’, select ‘Create Shipper’ from the ‘Shipping’ menu. This takes you to shipper editor.

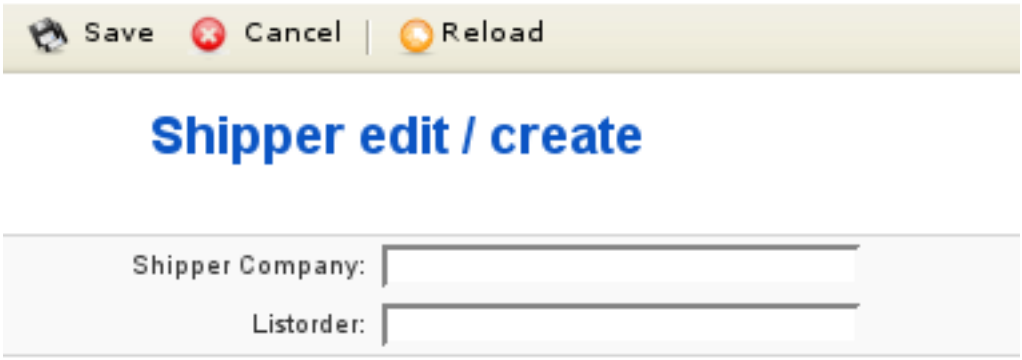
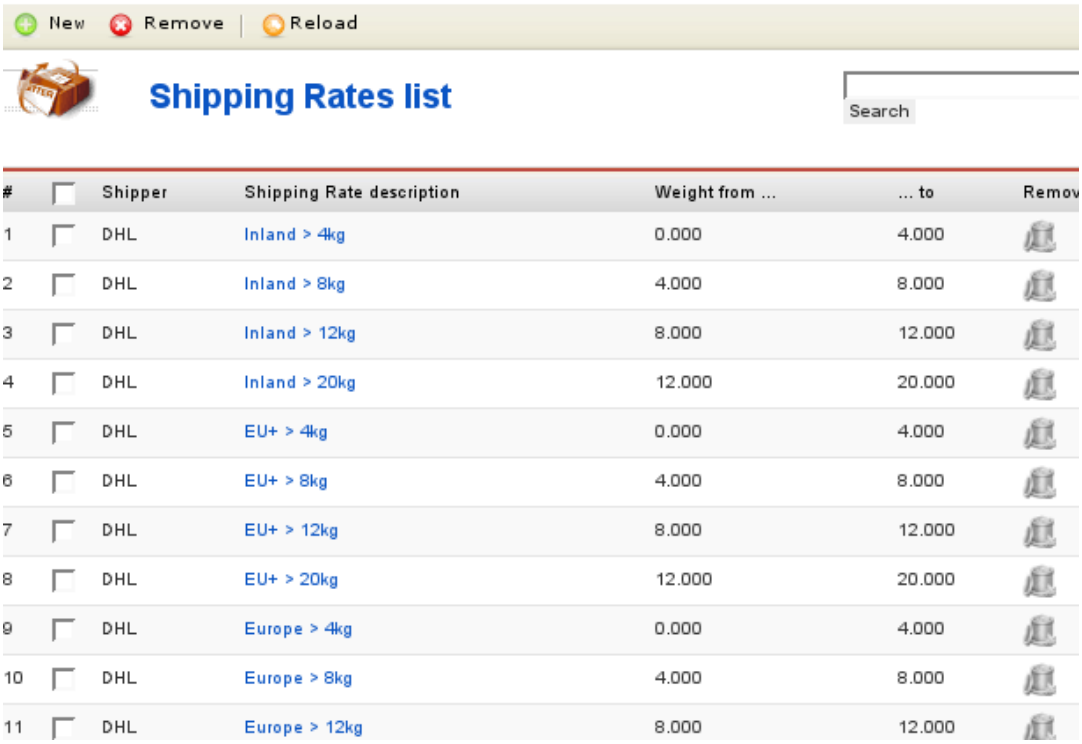


Figure 4.75. VirtueMart Administration: Shipper Form

List order is just a numeric value which is used to sort the shipper names, so enter 1 for the shipper that you want to be listed 1st, 2 for the one you want to be listed 2nd, etc.

When you have added the shipping companies you want to use, you need to configure the *shipping rates*. You can set up different rates for different service levels (eg. next day, two day, first class etc.) or according to the weight of the shipment. You can also select whether to add VAT to the shipping rate or not. All of this takes place in the Shipping Rate Editor – see next figure.

To edit or delete existing shipping rates, select ‘Shipping Rates’ from the ‘Shipping’ menu.



#		Shipper	Shipping Rate description	Weight from ...	... to	Remov
1		DHL	Inland > 4kg	0.000	4.000	
2		DHL	Inland > 8kg	4.000	8.000	
3		DHL	Inland > 12kg	8.000	12.000	
4		DHL	Inland > 20kg	12.000	20.000	
5		DHL	EU+ > 4kg	0.000	4.000	
6		DHL	EU+ > 8kg	4.000	8.000	
7		DHL	EU+ > 12kg	8.000	12.000	
8		DHL	EU+ > 20kg	12.000	20.000	
9		DHL	Europe > 4kg	0.000	4.000	
10		DHL	Europe > 8kg	4.000	8.000	
11		DHL	Europe > 12kg	8.000	12.000	

Figure 4.76. VirtueMart Administration: Shipping Rate List

By clicking on the name of a shipping rate in this list, you can access the shipping rate form to edit this shipping rate. To add a new shipping rate, click the "New" button in the toolbar.

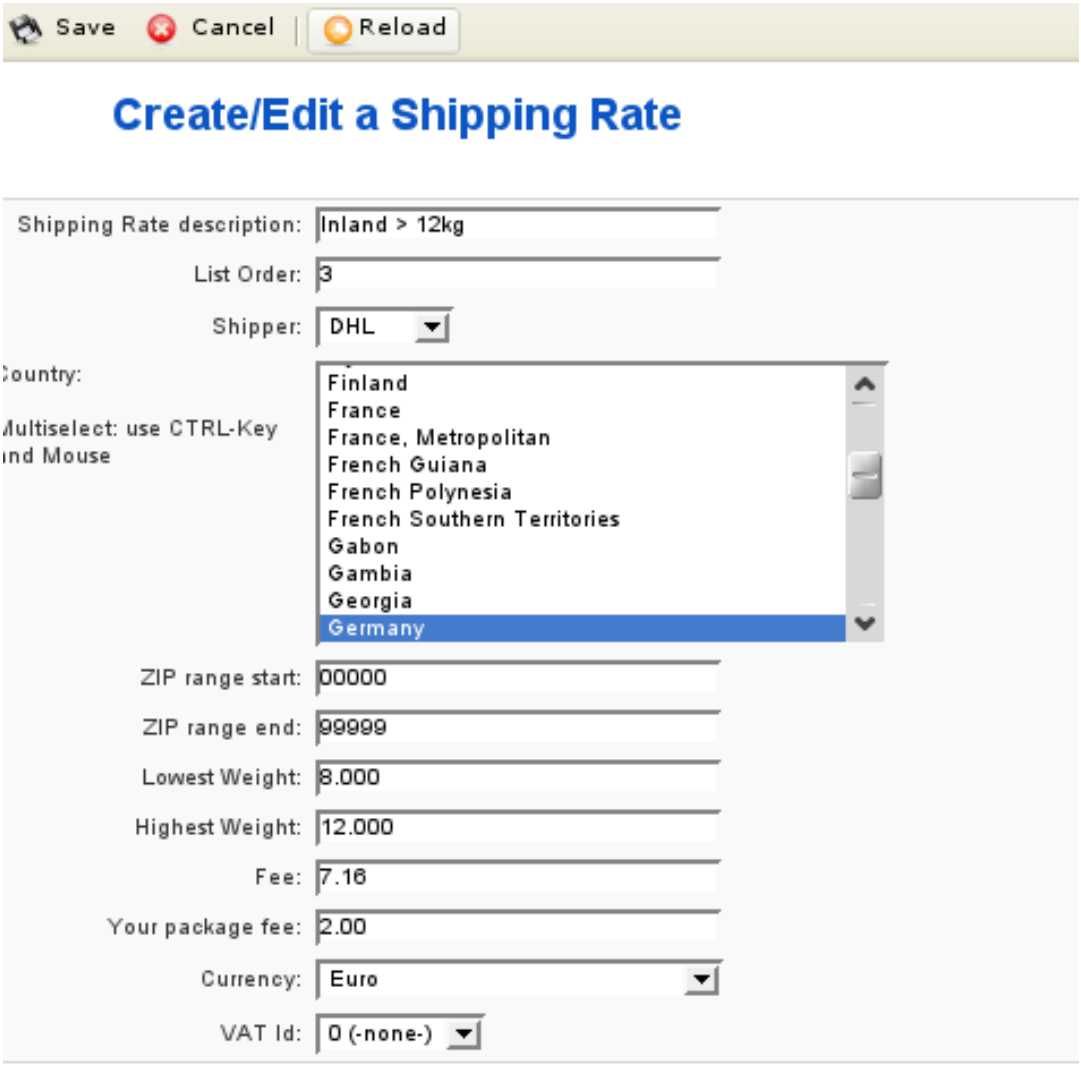


Figure 4.77. VirtueMart Administration: Shipping Rate Form

In this form you can specify the details of the shipping rate.

Shipping Rate Description	This is the name of the Shipping Rate, displayed to the customer in the checkout.
List Order	The order of this shipping rate in the list of all other shipping rates (numeric value).
Shipper	Select the carrier for this shipping rate.
Country	The country/countries this shipping rate applies to. Shoppers from other countries won't be able to select this shipping rate.
ZIP Range Start	The lowest ZIP / Postcode this shipping rate is valid for. Leave empty if you're using non-numeric values!
ZIP Range End	The highest ZIP / Postcode this shipping rate is valid for. Leave empty if you're using non-numeric values!
Lowest Weight	The lowest total weight in cart this shipping rate is valid for.
Highest Weight	The highest total weight in cart this shipping rate is valid for.

Fee	The Fee for this shipping rate = the costs.
Package Fee	The package fee = additional costs for packaging.
Currency	The currency, which applies to the costs you have filled in above.
VAT ID	Here you can select a tax rate which is applied to this shipping rate. If you select "none", no tax will be applied.

4.11.2. UPS Shipping Module

4.11.3. USPS Shipping Module

4.11.4. Intershipper Shipping

4.11.5. Zone Shipping

4.12. Payment Methods

The area of *payment processing* can get a bit complicated, and it might be best to leave this to your web designer to sort out if possible. If you are able to use one of the payment processing companies that are already supported by VirtueMart, it will make life a lot easier (you will need to sign-up with a payment processor yourself – the program won't do that for you!). You can see the options available by clicking on the *List Payment Methods* icon on the store summary, or by selecting List Payment Methods from the Store menu.

4.12.1. Payment Method Management

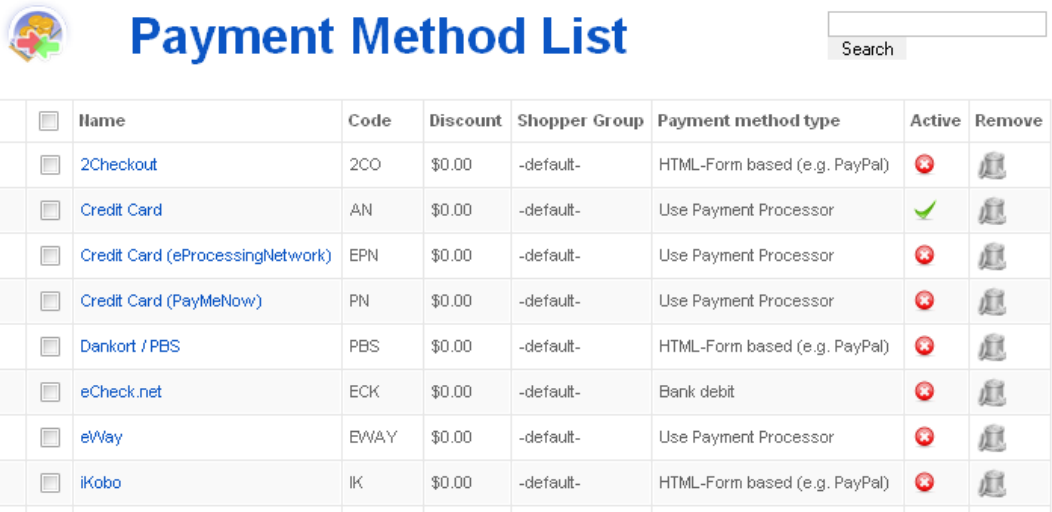


Figure 4.78. VirtueMart Administration: Payment Method List

It is possible to create a new payment method (there is a 'New' toolbar button), but you may to hack the VirtueMart code in order to make use of it (not for the faint-hearted!)

The configuration options for each payment method are different – depending on what is required by that payment service provider. Usually your payment service provider will give you some kind of code, key, or user name which needs to be entered in the *Payment Method Editor*.

The Payment Method Editor consists of 2 tabs – the first of which you will probably not need to touch. The next Figure shows the 2nd tab ('Configuration'), which varies depending on the payment service provider, and the example shown here is for WorldPay.

4.12.2. Add and Edit Payment Methods

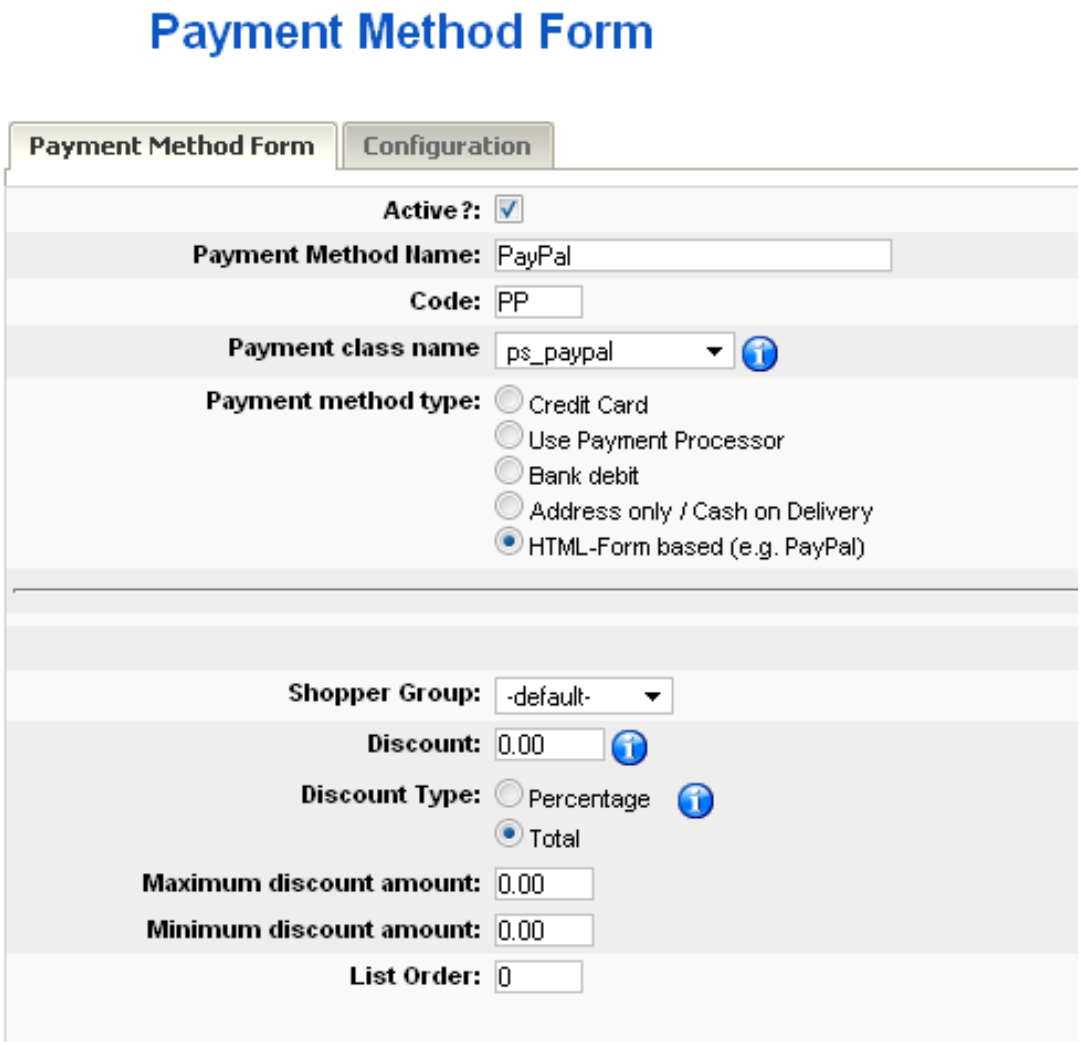


Figure 4.79. VirtueMart Administration: Payment Method Editor

Some payment processors will allow you to specify a script to be run on successful completion of a payment. Such a script could be used to *automatically update the order status* in VirtueMart so that you don't have to manually tie up all of your online receipts with your product orders.

Another advantage of this process is that when you're selling downloadable files, you don't have to set the Order Status that enables the Download (this sends out the Download-ID email) manually. This is done automatically by the script.

See the Section "Pre-Configured Payment Methods" for more details on specific payment gateways.

Other payment service providers may use different methods of automatically notifying you when a payment is received. Again, it is probably easiest to get your web designer to sort out the requirements

for this, but if you need to do it yourself, check with your payment service provider as to what their requirements are. Often, automatic notification is referred to as *'IPN' or 'Instant Payment Notification'*.

4.12.3. Pre-Configured Payment Methods

VirtueMart already comes with several Payment Modules that allow accepting payments from customers after a short time for setting them up with your Account Details.

4.12.3.1. PayPal

www.paypal.com [http://www.paypal.com]

PayPal integration is made using a Webform that transfers the customer to the PayPal site.

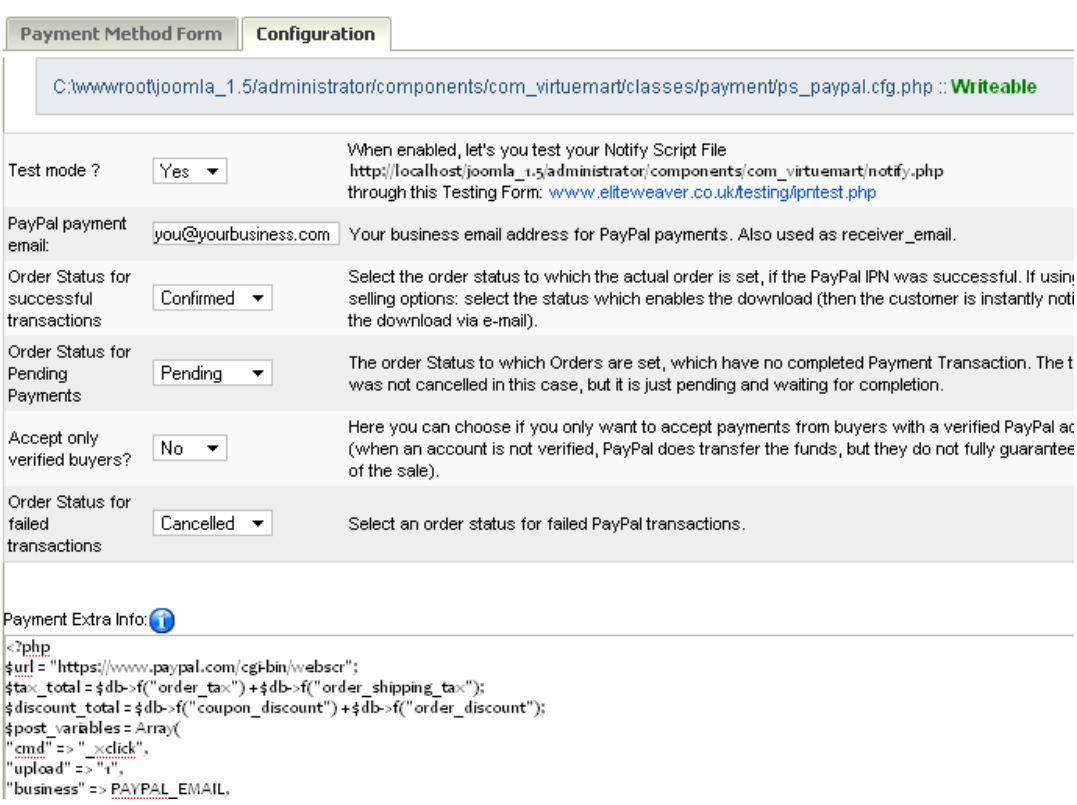


Figure 4.80. VirtueMart Administration: Paypal Configuration Screen

This payment method allows automatic Order Status Updates. There's a file in `/administrator/components/com_virtuemart/` which is called `notify.php`. You will need to enter the appropriate URL (web address) for the script file in PayPal's control panel. When a customer finishes the Payment, the PayPal server connects to this script on your server. When the transaction AND the payment have been successful, the order status is automatically updated to the status you have set in the PayPal configuration form.

4.12.3.2. Worldpay

www.worldpay.com

Worldpay integration is made using a Webform that transfers the customer to the Worldpay site.

Allows automatic Order Status Updates. There's a file in `/administrator/components/com_virtuemart/` which is called `worldpay_notify.php`. You will need to enter the

appropriate URL (web address) for the script file in WorldPay's control panel. When a customer finishes the Payment, Worldpay copnnects to this script on your server and when the transaction AND the payment have been successful, updates the order status.

4.12.3.3. authorize.net

www.authorize.net

This payment module uses the authorize.net **AIM** method, which means that the customers stay on your site and enter all Credit Card details. When the order is being completed, the Payment Module connects with authorize.net and tries to initiate the Money Transfer using the Payment Details of the buyer and your account details that you have set up in the configuration panel for authorize.net.

4.12.3.4. 2Checkout

http://www.2checkout.com

This payment module acts very similar to the PayPal Payment Module: It transfers the customer to www.2Checkout.com where all payment details can be entered. After that the customer is directed back to your site. But before you must make the following steps:

1. Fill in your details for 2Checkout in your Shop, "Store" # "Payment List" # "2Checkout".

   For the field **Secret word** just choose a secret word (without spaces!! max. 16 characters), fill it in and keep it in mind.

2. Login to your 2Checkout account at www.2checkout.com.

3. Go to the section called "Look and Feel".

4. Fill in "`https://YOUR_JOOMLA_URL/2checkout_notify.php`" into the fields **Approved URL** and **Pending URL**

5. Fill in the secret word from Step 1 into the Field **Secret Word.**

6. Move the file `YOUR_JOOMLA_PATH/administrator/components/com_virtuemart/2checkout_notify.php` to

   `YOUR_JOOMLA_PATH/2checkout_notify.php`

   (means into the Mambo root)

When those steps have been completed, you can use 2Checkout with automatic Order Status updates on your site.

4.12.3.5. eWay

www.eway.com.au

This payment module implements the eWAY XML Payment Solution.

The customers stay on your site and enter all Credit Card details. When the order is being completed, the Payment Module connects with the eWay gateway and tries to initiate the Money Transfer using the Payment Details of the buyer.

4.12.3.6. Paymate

TODO

4.12.3.7. eProcessingNetwork.com

www.eProcessingNetwork.com

See section "authorize.net".

4.12.3.8. NoChex

TODO

4.12.3.9. PayMeNow

TODO

4.13. Coupon Administration

You can access the list of coupons from the menu: "Coupons" # "Coupon List".

Figure 4.81. VirtueMart Administration: Coupon List

Here is where you can add, modify or remove existing coupons.

To add a new coupon, click the "new" button in the toolbar. The coupon form shows up.

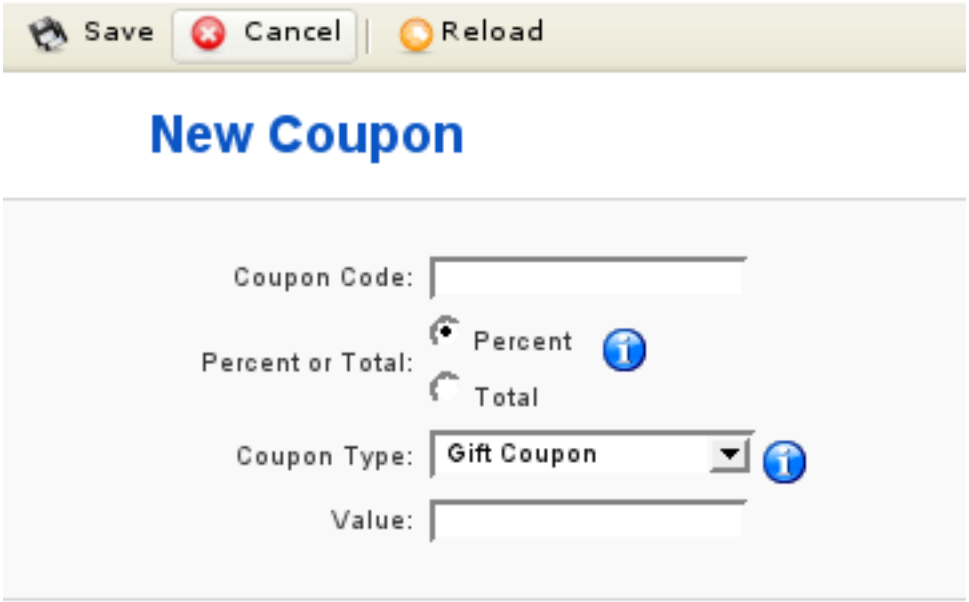


Figure 4.82. VirtueMart Administration: Coupon Form

Now you need to fill in the necessary value for the new coupon:

Coupon Code	This is the "code" a customer needs to fill in to redeem this coupon. This can be a simple word or a secret string with numbers and characters.
Percent or Total	Here you can choose wether the coupon value is a percentage of the cart total or a fixed total value.
Coupon Type	There are two types of coupons: Gift Coupons and Permanent Coupons. Gift Coupons are removed from the database once they have been used to place an order. Permanent Coupons can be used for campaigns, because they can be used again and again until you remove them from the coupon list.
Value	This is the numeric discount value of this coupon.

Don't forget to save your changes and you're done!

4.14. Reports

VirtueMart comes with a basic and self-explaining Report Module. It allows you to view the product sales of a specific time range.

Chapter 5. About VirtueMart

5.1. Known Problems

See Bug Tracker [https://dev.virtuemart.net/cb/proj/tracker/browseTracker.do?tracker_id=1]

5.2. To-Do List

5.2.1. Wishlist / Not implemented Features

- Meta Description/Keywords for products
- Quick-Add: Discount on *all* Products
- allow "send as gift" with individual text on order
- Shipping based on Cart Total

5.2.2. General

- improve performance
- Clean up Code and make it better readable
- XHTML/CSS Compliance
- Clean up checkout

5.3. About the VirtueMart Project

VirtueMart is an Open Source E-Commerce solution for Joomla! [http://joomla.org] and Mambo [http://mambo-foundation.org].

VirtueMart is released under the GNU General Public License. It is free to download and use.

There's a small group of developers who help in making this Shopping Cart Script more professional and easily usable. The author of this documentation is the Lead Developer...and having not much time besides Wife, Kids, Work & Studies.

History: VirtueMart is the successor of mambo-phpShop. mambo-phpShop was the first port of phpShop to Mambo. phpShop was developed by Edikon Corp. [http://www.edikon.com] and the phpShop community - http://www.phpshop.org.

5.4. The Community

Since VirtueMart is free and Open Source Software, everyone using it can (and should!) contribute to this project.

You can send your code snippets, hints and anything else helpful to the Homepage of the project: http://virtuemart.net.

There's also an active Forum, where discussion and bug reporting can take place: Forum [http://forum.virtuemart.net/index.php].

The VirtueMart Developer Portal [http://dev.virtuemart.net] is an open Development + Hosting Platform for all VirtueMart-related Open Source Projects. It offers the same services as JoomlaCode [http://joomlacode.org] or Sourceforge [http://sourceforge.net], but focusses on VirtueMart Development. The Portal is powered by a free Open Source Community License of CodeBeamer [https://codebeamer.com] - the Enterprise Collaborative Development Platform by Intland [http://www.intland.com].

5.5. The Documentation

This documentation was written using XMLMind XML Editor [http://www.xmlmind.com/xmleditor] and the DocBook [http://www.docbook.org] XML Format.

DocBook defines a set of markup elements useful for marking up text so that the text can then be transformed into several different formats. It's possible to create documents in different formats: PDF, HTML, HTML Help (.chm Files for Windows Help), XML, RTF, TeX, WordML (Word 2003) and others. The author of this document uses the documentation build script (run with Apache Ant) to generate the end-user documents. The idea is to write just once and reach the largest possible number of people with the information. Digital information not stored properly tends to get lost. Due to the fact that not containing uncommon characters (such as binary formats) it's possible to index and search directly on the documents written on SGML and consequently on DocBook. The SGML systems use markups to make their description. DocBook holds over 300 markup elements each one with several attributes which can assume several values, these can be fixed or defined by the document / style that the author has used.