CREATE THE ONLINE ONLY GIFT CODE PRODUCT

1. Structure
   - Content types
   - Menus
   - Taxonomy
   - Views

2. Submission form settings
   - Name
   - Publishing options
   - Display settings
   - Menu settings

3. Ubercart product settings
   - Not shippable

4. Save content type

5. Content
   - Add content
   - Books
   - Web forms

6. Name *
   - Online Gift Code

7. Description
   - Our 'Online Gift Code' makes a fantastic gift for any occasion!

8. SKU *
   - ONLIGIFTCODE
   - Product SKU/model.

9. List price
   - $0
   - The listed MSRP.

10. Cost
    - $0
    - Your store's cost.

11. Sell price *
    - $0
    - Customer purchase price.

12. Product is shippable

13. Save and continue

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

15. Product image field
   - None
   - The selected field will be used on Ubercart pages to rep
MANAGE DISPLAYS FOR GIFT CARD

SELLING GIFT CODES ON YOUR SITE

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

COMPLETE AN ONLINE ORDER FOR A ONLINE ONLY GIFT CODE
You should receive a confirmation message letting you know:

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

CREATE AN ONLINE ONLY GIFT CODE WITHOUT AN ONLINE ORDER

CREATE AND EMAIL AN ONLINE ONLY GIFT CODE

- Recipient’s e-mail address *
  Enter the recipient’s email address (only 1 email address).

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

- Message to the recipient
  Message to the recipient that will be included in the email.

Create and Email Gift code

BULK GENERATION OF ONLINE ONLY GIFT CODES
REDEMPTION OF ONLINE ONLY GIFT CODES
MANAGING ONLINE ONLY GIFT CODES

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

   CUSTOMER:

   ![Image of Online Gift Code: Balance / Transaction History]

   STORE ADMIN:

   ![Image of Store Configuration with Online Only Gift Code settings]

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

   ![Image of Store Configuration with Online Only Gift Code settings]

MAKING ADJUSTMENTS TO AN EXISTING GIFT CODE

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

ADJUST AMOUNT ON EXISTING GIFT CODE

- Gift code
- Add or subtract
- Comments / Additional Information

Any additional information about this adjustment

Add | Subtract

RECIPIENT EMAIL SETTINGS

Email subject
You have been sent a gift code
Email subject for a gift code

CHECKOUT COMPLETION MESSAGE

The Online Gift Code will be emailed to the recipient.

CUSTOMER EMAIL SETTINGS

You can customize the email sent to the customer.

Email subject
Online Gift Code has been emailed to the recipient
Email subject for the customer email

Email body
<p>
    The Online Gift Code for [online_gift]
</p>
<p>
    Thank you for shopping with us.
</p>

Email body for the customer email.
CUSTOMIZE THE LABEL, HEADER AND DESCRIPTION

**Header**

- Custom label: eGift Card (OGO)
  - This will be the name used for this payment type.
  - Default is: Online Only Gift code

**Description**

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

**Label**

- Text: eGift Card Number
  - Enter a label: (e.g., Online Gift Code Number).
  - Default is: Gift Code

**Button**

- Save configuration