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ZNODE MULTIFRONT MERCHANT QUICK START GUIDE

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Multifront 8.1.1 Merchant Quick Start Guide

Welcome to Multifront. This quick start guide is designed to get you up-and-running with Multifront as quickly as possible.

Configuring Multifront requires you (as the merchant administrator) to set up several key areas in the software. These need to be initially configured in the order presented below. As your stores grow and change, you will revisit these areas again and again, but only the initial setup requires this exact sequence of events.

The following table lists the minimum steps required to configure Multifront, along with a definition and purpose for each step. Please note that many more options are available to configure once the initial setup items listed here have been addressed.

Step	Purpose or Definition	Procedure
1. Log In to the Dashboard	To gain secure access to Multifront	<ol style="list-style-type: none"> 1. Open a web browser to the URL http://www.yourdomain.com/siteadmin where www.yourdomain.com should be replaced with your storefront's domain name. Note that if the website is installed in your local machine then the domain name would be "localhost". 2. Login with your credentials.
2. Create and Update the Store Settings	To specify the correct URL and other basic store information.	<ol style="list-style-type: none"> 1. Dashboard > Setup > Stores > Add. 2. Enter all relevant details and click <Submit>. The Manage Store page is displayed. 3. Configure the store by clicking on the relevant tabs and entering the required details (minimum one URL and an Anonymous Default Profile and Default Registered Profile).
3. Add Products	To add individual products.	<ol style="list-style-type: none"> 1. Dashboard > Inventory > Products > Add. 2. Enter relevant details and click <Submit>. 3. Repeat steps 1-2 for all products.
4. Add Categories	Categories are broad groups of like- products in a storefront. Examples for a clothing store might include "shoes" and "women's clothing."	<ol style="list-style-type: none"> 1. Dashboard > Setup > Categories > Add. 2. Enter relevant details and click <Submit>. 3. Click <Associate Products> and add products 4. Enter all relevant details and <Submit>. 5. Repeat steps 1-4 for all departments.
5. Add Catalogs	Catalogs are groups of departments that apply to a single storefront. Catalogs may be used in more than one storefront, and each category may be present in	<ol style="list-style-type: none"> 1. Dashboard > Setup > Catalogs > Add 2. Enter a catalog name and click <Submit>. 3. Associate categories with this catalog on Edit Catalog page. 4. Enter all relevant details and <Submit>.

Step	Purpose or Definition	Procedure
6. Add Tax Classes and Rules	Tax classes define broad categories of taxable items (such as durable goods or food). Tax rules specify the tax rates by jurisdiction for each tax class.	<ol style="list-style-type: none"> 1. Dashboard > Setup > Taxes > Add. 2. Enter relevant details and click <Submit>. 3. Click Add Tax Rule. 4. Enter relevant details and click <Submit>. 5. Repeat steps 1-2 for all tax classes, and steps 3-4 for all rules within each class.
7. Add Shipping Options and Rules	To define the types of shipping services you use, weight tiers, and associated costs.	<ol style="list-style-type: none"> 1. Dashboard > Setup > Shipping > Add. 2. Enter relevant details and click <Submit>. 3. Click Add a Shipping Rule 4. Enter relevant details and click <Submit>. 5. Repeat steps 1-2 for all shipping options, and steps 3-4 for all rules within each option.
8. Add Payment Options	To define the types of payments each store will accept, such as credit card, purchase orders, PayPal, etc.	<ol style="list-style-type: none"> 1. Dashboard > Setup > Payments > Add. 2. Enter all relevant details and <Submit>. 3. Repeat steps 1-2 for all payment options.
Test		Access your storefront's URL via a browser.

Upon completion of the items on this checklist, you'll be ready to go with Multifront!