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ZNODE MULTIFRONT MERCHANT QUICK START GUIDE

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Multifront 8.1.2 Merchant Quick StartGuide

WelcometoMultifront.Thisquickstartguideisdesignedtogetyouup-and-runningwithMultifrontasquicklyaspossible.

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 orDefinition	Procedure
1. Log In to the Dashboard	To gain secure access toMultifront	1. Open a web browser to the URL **http://www.yourdomain.com/siteadmin wherewww.yourdomain.com**shouldbereplacedwithyourstorefront's domainname.Notethatifthewebsiteisinstalledinyourlocalmachinethenth edomainnamewouldbe"localhost". 2. Login with yourcredentials.
2. CreateandUpd atetheStoreSe ttings	TospecifythecorrectURLando therbasic storeinformation.	1. **Dashboard > Setup >Stores >Add.** 2. Enterallrelevantdetailsandclick**<Submit>**.**TheManageStore**pageis displayed. 3. Configurethestorebyclickingontherelevanttabsandenteringtherequir eddetails(minimumoneURLandanAnonymousDefaultProfileandDefa ultRegisteredProfile).
3. AddProducts	Toaddindividualproducts.	1. **Dashboard>Inventory>Products >Add.** 2. Enterrelevantdetailsandclick**<Submit>**. 3. Repeat steps 1-2 for allproducts.
4. AddCategories	Categoriesarebroadgroupsofli ke-products in a storefront. Examples fora clothing store might include "shoes"and "women'sclothing."	1. **Dashboard>Setup>Categories>Add.** 2. Enterrelevantdetailsandclick**<Submit>**. 3. Click<AssociateProducts>andaddproducts 4. Enterallrelevantdetailsand**<Submit>**. 5. Repeat steps 1-4 for alldepartments.
5. AddCatalogs	Catalogsaregroupsofdepart mentsthat apply to a singlestorefront. Catalogsmaybeusedinmorethan onestorefront, and each categorymaybe present in	1. **Dashboard>Setup>Catalogs>Add** 2. Enteracatalognameandclick**<Submit>**. 3. Associatecategorieswiththiscatalogon**EditCatalog**page. 4. Enterallrelevantdetailsand**<Submit>**.

Step	Purpose or Definition	Procedure
6. Add TaxClasses andRules	Tax classes define broad categories oftaxableitems(suchasdurablegoodsorfood). Tax rules specify the tax rates byjurisdiction for each taxclass.	1. **Dashboard > Setup >Taxes > Add.** 2. Enterrelevantdetailsandclick**<Submit>**. 3. Click**AddTaxRule**. 4. Enterrelevantdetailsandclick**<Submit>**. 5. Repeat steps 1-2 for all tax classes, and steps 3-4 for all rules within eachclass.
7.AddShippingOptionsandRules	Todefinethetypesofshippingservicesyou use, weight tiers, and associatedcosts.	1. **Dashboard>Setup>Shipping>Add.** 2. Enterrelevantdetailsandclick**<Submit>**. 3. Click Add a ShippingRule 4. Enterrelevantdetailsandclick**<Submit>**. 5. Repeatsteps1-2forallshippingoptions,andsteps3-4forallruleswithineachoption.
8. Add PaymentOptions	Todefinethetypesofpaymentseachstore will accept, such as credit card,purchase orders, PayPal,etc.	1. **Dashboard>Setup>Payments>Add.** 2. Enterallrelevantdetailsand**<Submit>**. 3. Repeat steps 1-2 for all paymentoptions.
Test		Access your storefront's URL via abrowser.

Uponcompletionoftheitemsonthischecklist,you'llbereadytogowithMultifront!