



Adding Shopping Cart



BlueStep™ Shopping Cart

In our ongoing efforts to expand the capabilities and services available to our clients, BlueStep™ has created a new shopping cart interface that will allow our users to quickly and easily add PayPal™ financial transactions to sites and pages.

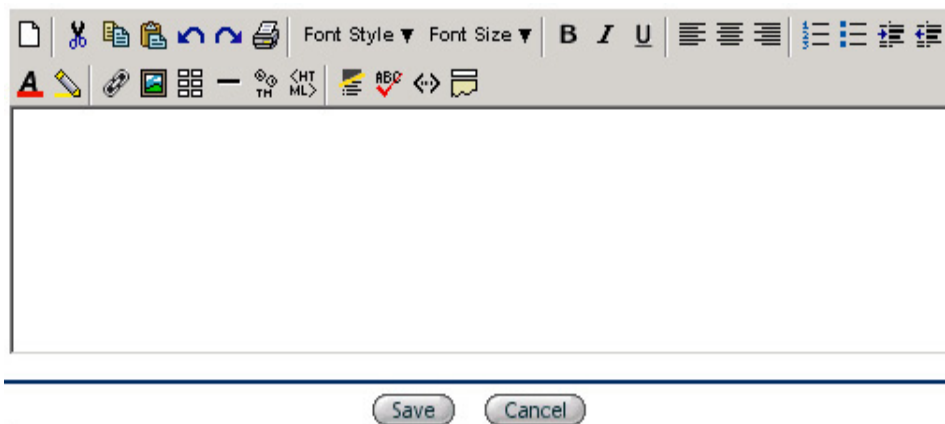
Setting Up a Product/Service

Essentially, any Connect™ page or pagelet can contain graphics and text describing a product or service you wish to market. With the added function of the shopping cart, these items become available for purchase and payment online.

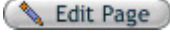
Adding a shopping cart feature must be accomplished by someone who has at least Editor permissions to the selected page. Organization Administrators may add shopping carts to any pages within the organization's sites. Additionally, your organization must have a PayPal account in place for the shopping cart function to work, a choice most likely also made by an Organization Administrator or other top-level executive.





To start the process, gather all the graphics, data and information you have about your product or service and place them somewhere on your hard drive (desktop, file system, etc.). Using the Admin tab, select the Media Library. On the resulting screen, click the Add File button  and upload all the product graphics or images to Media Library. Click the Save button  when done.

On any page where content can be inserted using the Editor Box, seen below, you may also use it to insert the graphics, information and shopping cart function for the item(s) you wish to offer online.





The Editor Box is usually accessed through an Edit Page button . However, each Connect™ page type has a slightly different access method and procedure, as is appropriate for that page. For example, on composite pages, you should select the View Mode button, then Content Source (choosing HTML/Text), then Customize Content, in order to reach the screen displaying the Editor Box.

Once you have located the Editor Box on the site, page or pagelet where you wish to have the shopping cart posted, enter any desired text and product or service description by typing in the box. Select any text modifications, such as bullets , colors , alignment , etc. Add the desired graphics using the picture icon  to insert the product images previously posted in the Media Library.

Code from PayPal

Logon to www.PayPal.com and access your account. Click the Merchant Tools tab near the top of the screen. From this point there are several items you might want to read and consider.* If you are not acquainted with PayPal and it's uses, click one of the links near the top, seen below, and read the accompanying material.



Use PayPal on your website!

PayPal's merchant tools make it easy to accept online credit card payments on your website. Learn more about the [PayPal Shopping Cart](#), [Buy Now Buttons](#), and [Subscriptions and Recurring Payments](#).

Once you are familiar with PayPal, you most likely will want to access the button functions directly. Click the "PayPal Shopping Cart" selection lower on the page, seen below, for this option.



Website Payments



Turn page views into dollars; it's easy for your customers to pay when you add a PayPal payment button anywhere you use HTML.

[Website Payments Overview](#)

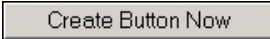
[Buy Now Buttons](#)

[PayPal Shopping Cart](#)

[Subscriptions and Recurring Payments](#)

[Donations](#)

Follow the instructions given by PayPal for entering the item for sale, then click the Create button



, generally located near the bottom of the page.

On the resulting page, shown below, copy the HTML from the custom code box or boxes (one at a time). You may use one or both button HTML codes. The first box produces an Add to Cart button; the second produces a View Shopping Cart button. Be sure that you copy the entire code from each box, allowing the window to completely scroll.

* The PayPal Shopping Cart link under "Use PayPal on your website!" offers extensive PayPal documentation on a number of online purchasing subjects. Click the link, read the materials, then look for the large yellow Get Started link on the left to go to the button code generator.

Copy your custom HTML code

The HTML code below contains your "Add to Cart" button. Copy the code and paste it into onto your webpage. When your customers press the buttons they will be taken to a webpage listing the items they have added to their cart.


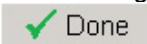
Add to Cart Button Code	<pre>value="10.00"> <input type="hidden" name="no_note" value="1"> <input type="hidden" name="currency_code" value="USD"> </form></pre>
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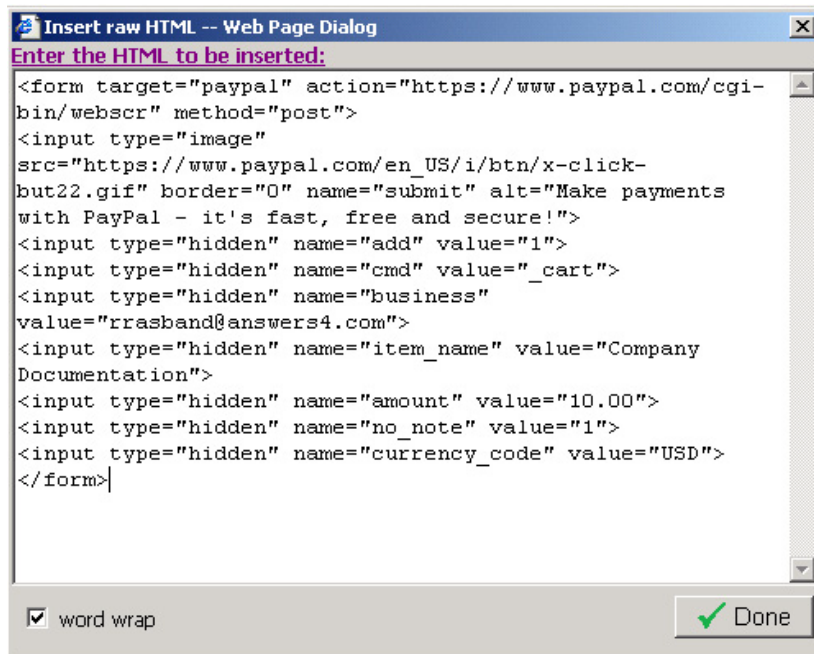
View Cart Button

The HTML code below contains your "View Cart" button. Copy the code and paste it onto your webpage. When your customers press the button, they will be taken to a webpage listing the items they will purchase from you.

"View Cart Button" Code: (Copy and paste this html code onto your website)	<pre>cart.gif" border="0" name="submit" alt="Make payments with PayPal - it's fast, free and secure!"> <input type="hidden" name="display" value="1"> </form></pre>
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Adding the Code to BlueStep™

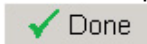
Return to your BlueStep site and *click inside the Editor Box in the position where you want the button to appear*. Select the Insert HTML icon  located on the lower row of the editor heading. Paste the copied code into the resulting window, as below, then click the Done button .



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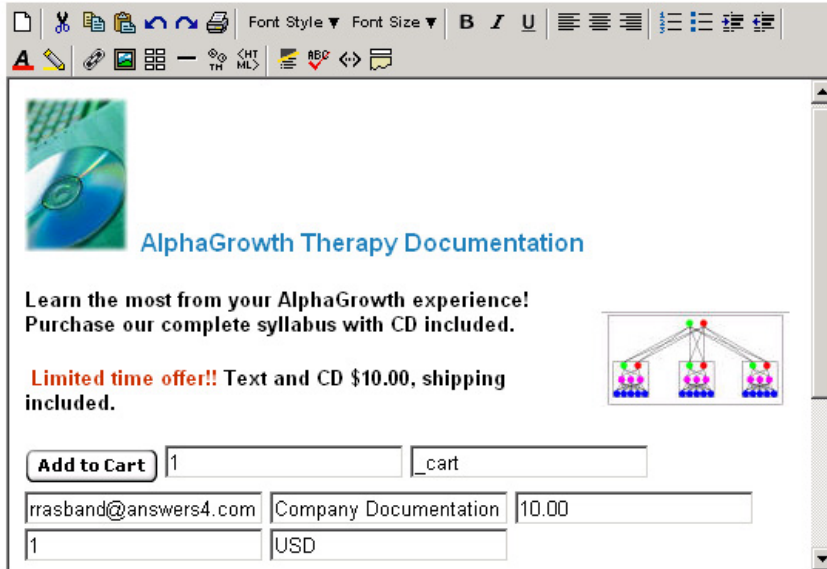
Insert raw HTML -- Web Page Dialog
Enter the HTML to be inserted:
<form target="paypal" action="https://www.paypal.com/cgi-
bin/webscr" method="post">
<input type="image"
src="https://www.paypal.com/en_US/i/btn/x-click-
but22.gif" border="0" name="submit" alt="Make payments
with PayPal - it's fast, free and secure!">
<input type="hidden" name="add" value="1">
<input type="hidden" name="cmd" value="_cart">
<input type="hidden" name="business"
value="rrasband@answers4.com">
<input type="hidden" name="item_name" value="Company
Documentation">
<input type="hidden" name="amount" value="10.00">
<input type="hidden" name="no_note" value="1">
<input type="hidden" name="currency_code" value="USD">
</form>
 word wrap


```

If you desire to add the View Shopping Cart button, repeat the above copy-and-paste steps ending with the Done button .

When you are finished adding the text, graphics and PayPal buttons, including any additional materials, your Editor Box will appear similar to the following example.

Example:



Click the Save and View button **Save and View** at the bottom of the screen. The page will repaint with your information, graphics and buttons displayed. The example below is from an HTML-type page where a conference course syllabus is for sale.

Example:

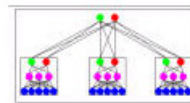
AlphaGrowth Shopping



AlphaGrowth Therapy Documentation

Learn the most from your AlphaGrowth experience!
Purchase our complete syllabus with CD included.

Limited time offer!! Text and CD \$10.00, shipping included.



Add to Cart

View Cart



Repeat this process for all products or services you wish to make available online.




Step-by-Step in Shopping Cart

- Upload all the graphics to the Media Library of the selected Connect site
- Select the page or pagelet where product(s) will be displayed
- Navigate through the admin screens for that page/pagelet until you reach the Editor Box
- Enter text and product description in the Editor Box
- Enter graphics from the Media Library using the picture icon on the editor heading
- Log on to www.PayPal.com and access your account
- Click the Merchant Tools tab
- Click PayPal Shopping Cart link near the middle of the page
- Enter the information as requested by PayPal
- Click the Create Button Now button at the bottom of the page
- Copy the HTML code for the Add to Cart button
- Return to the Editor Box and click in the position you want the button to appear
- Select the Insert HTML icon in the editor heading
- Paste the copied PayPal code into the dialog window and click the Done button
- If desired, copy the HTML code for the View Shopping Cart button and paste into the Editor Box, as described above
- Click the Save and View button
- Repeat the process for any other products or services you wish to list

Additional Utility

The Insert HTML icon isolates a portion of the code contained in the Editor Box. This feature may be used to simplify making edits to the code. Rather than searching through all HTML code using the Reveal HTML icon , you may click on an image or highlight a section of text, then click on the Edit HTML icon . The resulting window will display just the code for the selected item.

For instance, if you desire to right align an image, click on the image in the Editor Box. Then click the Insert HTML icon . The image tag will appear, allowing you to easily add the “align=right” command inside the brackets. Remember to click the Done button at the bottom right and your edit will be saved in the correct place within the HTML.