

Coupon

To access coupons area you should go to

www.youwebsite.com/admin

then you go to Customers and in the drop down select Coupons

Coupon Name

Name of the coupon. This will be displayed in the order totals.

Coupon Description

Description of coupon. This is used for administrator records.

Code

Coupon Code. This is the code you give to the customers so when they enter the code on the checkout confirmation page the discount will be added.

Type

Coupon type. Sets the type of discount given. It can be either a percentage discount or fixed amount off.

Discount

Coupon discount amount. If you set the type to percentage then it would minus the percentage amount from the sub-total. If the type is set to a fixed amount then the fixed amount will be deducted from the sub-total.

Free Shipping

Set the coupon amount to give free shipping.

Products

Set which products you want to apply the discount amount to. If none are selected then the discount amount will apply to all products.

Date Start

Set the start date for when you want the coupon to be start.

Date End

Set the end date for when you want the coupon to expire.

Uses Per Coupon

Set the number of times a coupon can be used.

Uses Per Customer

Set the number of times a coupon can be used.

Status

Coupon status will determine if the coupon can be used or not.