

# Evince Order Attachment



## User Manual

**Support:**

**[support@evincdev.com](mailto:support@evincdev.com)**

# 1. Configure Extension :

## Evince OrderDocuments

For configure the extension go to admin panel -> System -> Configuration -> Evince -> Evince OrderDocument.

General Settings		
Documents Dir	<input type="text" value="/media/order_documents"/>	[STORE VIEW]
	▲ Directory where the documents are saved, relative to magento root; eg: /media/order_documents/; This folder must exists and must have writing permissions	
Allowed extensions	<input type="text"/>	[STORE VIEW]
	▲ If empty, all extensions are allowed; Separated by comma, eg: jpg,pdf,png	
The maximum file size per document	<input type="text"/>	[STORE VIEW]
	▲ In MB: eg: 0.5, 1; If empty, the default php configuration for max file size is used; The max file size must be less than the php upload_max_filesize configuration (otherwise it has no effect); usually, the upload_max_filesize=2 MegaBytes	
The allowed number of documents per order	<input type="text"/>	[STORE VIEW]
	▲ If empty, the number is unlimited	
Custom text to be displayed in the upload document section	<input type="text"/>	[STORE VIEW]
Allow only customers from this group to upload documents	<ul style="list-style-type: none"><li>Not Logged In</li><li>General</li><li>Wholesale</li><li>Retailer</li></ul>	[STORE VIEW]
	▲ If empty, all customer types are allowed	
Receive email notifications	<input type="text" value="Yes"/>	
	▲ Receive an email notification when a customer adds/edits an document	
Email Address	<input type="text"/>	
	▲ Email address where you want to receive the email notifications regarding documents; If empty, no email is sent	
Order Checkout Settings		
Can Add Documents	<input type="text" value="Yes"/>	
Customer Account - Manage Documents Settings		
Can Delete Documents	<input type="text" value="Yes"/>	[STORE VIEW]
Can Edit Documents	<input type="text" value="Yes"/>	[STORE VIEW]
Can Add New Documents	<input type="text" value="Yes"/>	[STORE VIEW]

Now fill the fields. The description of each fields is showing at below the fields.

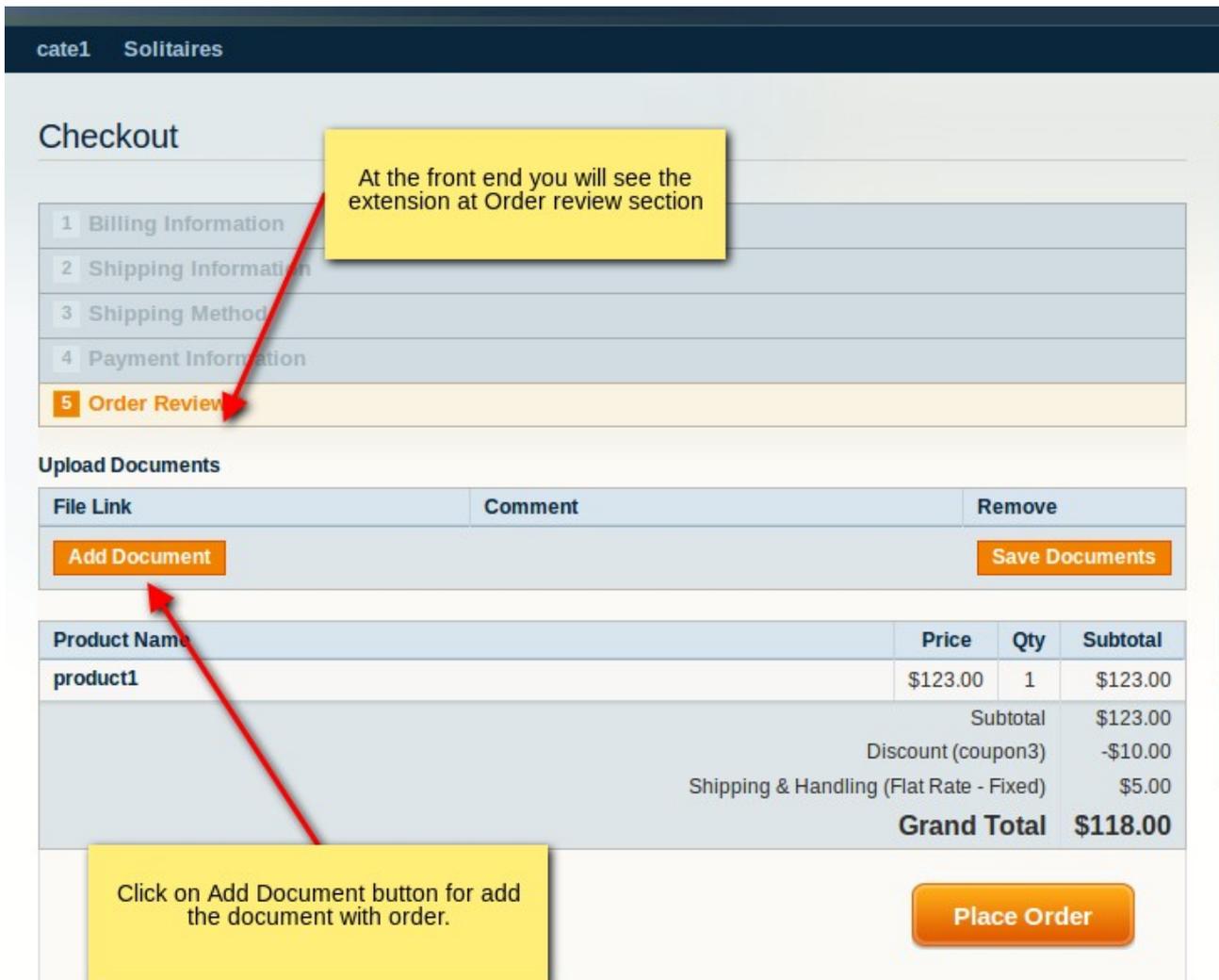
Here you can enable the Add document function.

From here you can manage the permission for Manage the document at front end side.

## 2. Front end view of extension :

The extension will show at front end during checkout process under Order Review section.

From here you can add one or more documents.



The screenshot displays the checkout process for 'cate1 Solitaires'. The 'Order Review' step is highlighted in orange. Below it, the 'Upload Documents' section features an 'Add Document' button and a 'Save Documents' button. A table shows the order details, including a product named 'product1' with a price of \$123.00 and a quantity of 1. The grand total is \$118.00. A 'Place Order' button is visible at the bottom right. Two yellow callout boxes with red arrows provide instructions: one points to the 'Order Review' step, and the other points to the 'Add Document' button.

At the front end you will see the extension at Order review section

Click on Add Document button for add the document with order.

File Link	Comment	Remove
<a href="#">Add Document</a>		<a href="#">Save Documents</a>

Product Name	Price	Qty	Subtotal
product1	\$123.00	1	\$123.00
		Subtotal	\$123.00
		Discount (coupon3)	-\$10.00
		Shipping & Handling (Flat Rate - Fixed)	\$5.00
		<b>Grand Total</b>	<b>\$118.00</b>

### 3. Upload Document :

After click on add document button the browse button will for upload the document. Browse the file and Click on save document button.

The screenshot shows a checkout page with a progress bar at the top indicating five steps: 1 Billing Information, 2 Shipping Information, 3 Shipping Method, 4 Payment Information, and 5 Order Review (highlighted in orange). Below the progress bar is the 'Upload Documents' section, which contains a table with columns for 'File Link', 'Comment', and 'Remove'. The 'File Link' column has a 'Browse...' button and the text 'test demo'. The 'Remove' column has a checkbox. Below the table are two buttons: 'Add Document' and 'Save Documents'. A red arrow points from the 'Add Document' button to a yellow callout box. Another red arrow points from the 'Save Documents' button to a second yellow callout box. A third red arrow points from the 'Place Order' button to a third yellow callout box. At the bottom of the page, there is a 'Place Order' button and a link 'Forgot an Item? Edit Your Cart'.

**Checkout**

- 1 Billing Information
- 2 Shipping Information
- 3 Shipping Method
- 4 Payment Information
- 5 Order Review

**Upload Documents**

File Link	Comment	Remove
<input type="button" value="Browse..."/> test demo		<input type="checkbox"/>

Product Name	Price	Qty	Subtotal
	\$123.00	1	\$123.00
		Subtotal	\$123.00
		Amount (coupon3)	-\$10.00
		Flat Rate - Fixed)	\$5.00
		<b>Grand Total</b>	<b>\$118.00</b>

Forgot an Item? [Edit Your Cart](#)

1. After click on Add document button the browse button will appear.  
Browse the file from here.

2. After browse the file click on save document button for upload the file.

3. Then click on Place order button.

## 4. Manage Document :

After place order you can also manage the document in My account section.

Order #100000008 - Pending [Reorder](#) | [Print Order](#)

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About This Order: **Order Information**

Order Date: April 1, 2015

<b>Shipping Address</b> Paige Sen 15, new road France, 11001 USA T: 9876540123	<b>Shipping Method</b> Flat Rate - Fixed
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<b>Billing Address</b> Paige Sen 15, new road France, 11001 USA T: 9876540123	<b>Payment Method</b> Check / Money order
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**Items Ordered**

Product Name	SKU	Price	Qty	Subtotal
product1	1111	\$123.00	Ordered: 6	\$738.00
Subtotal				\$738.00
Shipping & Handling				\$30.00
<b>Grand Total</b>				<b>\$768.00</b>

Your Order Documents - [Manage Documents](#)  
Apr 1, 2015 4:08:54 AM | [Test\\_doc.doc](#)

[« Back to My Orders](#)

Here you can manage the Document at front end in My account section.

## 5. Remove Document :

If you want to remove any document then Check the box at right side and click on save document button.

The screenshot shows the 'Manage Order Documents' page. A yellow callout box on the left says 'Here you can manage your uploaded document' with an arrow pointing to the 'Manage Order Documents' title. Another yellow callout box on the right says 'For delete any document check this check box and click on save Document button.' with an arrow pointing to the 'Remove' column header. The table below has columns for 'File Link', 'Comment', and 'Remove'. The 'File Link' column contains a 'Browse...' button, the text 'No file selected.', and a link 'test\_doc.doc'. Below the table is an 'Add Document' button. At the bottom right, there is a '\* Required Fields' note and a 'Save Documents' button. A 'Back to Order View' link is also present. A promotional banner for customer service is visible on the left side of the page.

cate1 Solitaires

MY

Here you can manage your uploaded document

### Manage Order Documents

File Link	Comment	Remove
<input type="button" value="Browse..."/> No file selected. <a href="#">test_doc.doc</a>		<input type="checkbox"/>

[« Back to Order View](#)

\* Required Fields

**Did you know?**  
Our customer service is available 24/7  
**(555) 555-0123**  
Hold on, help is on the way.



 MY CART