

E-Commerce User Guide

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Event Settings

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Run For Rover [Edit](#) [Preview](#)

Start: 7/16/2012 8:00 AM (EST)
Registration Dates: 7/9/2012 1:07 PM to 7/20/2012 7:45 AM (EST)
Registration Status: [Live](#)

Event Registrations

- [Participants](#)
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- [Add Participants](#)
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Category	Paid	Unpaid	Limit	Open Spots
2 Mile	1	0	0	0
5 Mile	0	0	250	250
2 Mile Team	0	0	0	0
5 Mile Team	0	0	0	0

Charities

- [Set-up Charities](#)
- [Donations](#)
- [Fundraisers](#)

Event Links

Registration URL: <https://www.raceit.com/register/?event=12325>
Registration Test URL: <https://www.raceit.com/register/?event=12325&testfee=1>
Participant List URL: <https://www.raceit.com/register/registrantSearch.aspx?event=12325>

E-commerce

- [Products](#)
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Fundraising URL: <https://www.raceit.com/fundraising/?event=12325>

From your event select 'Products' under the E-Commerce header

Product Manager for Ecommerce

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Reports

- [Demographics](#)
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Catalog Settings

Catalog Items

Item Details

Item Attributes

Ecommerce Catalog Link: <https://www.raceit.com/shop/?event=12325>

Heading at top of Ecommerce Catalog:

Catalog Layout Style:

Registration Showcase

Associate products with the registration process of any of your organization's events:

Elysburg Filthy Fun Mud Run [new] [new]

Philadelphia Filthy Fun Mud Run [new] [new]

Southwest Filthy Fun Mud Run [new] [new]

Raleigh Filthy Fun Mud Run [new] [new]

Name your Ecommerce Catalog i.e. Run for Rover Products

**All events that are associated with your username will be displayed.

Product Manager for Ecommerce

Catalog Settings | **Catalog Items** | **Item Details** | **Item Attributes**

Product Catalog [Add A New Product](#)

	Product	Unit Price	Shipping Price	Expiration Date	On Sale
Edit	[new]	\$1.00	\$0.00	7/19/2022	False

Click on the 'Catalog Items' tab, this is where the products are displayed. To add a new product, click on the 'Add a New Product' button. To update or edit your products click on the 'Edit' button.

Catalog Settings Catalog Items **Item Details** Item Attributes

Product Name: Rescue Dogs Rock

Product Description: shirt to put on each morning. This dark t-shirt will never go out of style and hides stains better too. This high quality t-shirt is pre-shrunk an 100% cotton, which makes it both comfortable and durable.

Unit Price: 26 Shipping & Handling Price: 0.00

Expiration Date (EST): 1/1/2020 12:00 AM

Display Order: 1

Quantities: 0 to 0

Quantity Text:

Button Text: Add To Cart

Product Image
Product Image:
No Image

Small Item Image:
 Browse_

Large Item Image:
 Browse_

Upload Image

Product Attributes

Attributes Selected For This Item:	Available Attributes For This Item:
<input type="text"/>	<input type="text"/>
Remove Attribute	Add Attribute

Direct Checkout Link: <https://www.raceit.com/Register/Pay.aspx?p=3138&q=1>

Save Product

Delete Product



Enter your Product Information including Name, Description, Price, Shipping & Handling, Expiration Date (if any), Display Order, Quantities that can be purchased, Quantity Text, Button Text i.e. Add to Cart. Select 'Save Product'

**** Product Image uploads and attributes shown on following pages**

The image shows a web application interface for managing items. On the right, the 'Catalog Settings' tab is active, showing 'Product Name: Rescue Dogs Rock' and a description: 'shirt to put on each morning. This dark t-shirt will never go out of style and hides stains better too. This high quality t-shirt is pre-shrunk an 100% cotton, which makes it both comfortable and durable.' Below this, there are 'Browse...' buttons. A red callout labeled '1' points to the first 'Browse...' button with the text 'Select Browse'.

Overlaid on the interface is a 'File Upload' dialog box. The dialog box is open to the 'Pictures' library, showing various image thumbnails. A red callout labeled '2' points to the 'Open' button at the bottom of the dialog box with the text 'Locate your Image File Name'.

To upload an Image select Browse. A new window will pop up allowing you to select your image. Once you have found your image click on the 'Open' Button

Product Image

Product Image:
No Image

Small Item Image:

Large Item Image:

**Small Image and Large image allows you to upload 2 different image sizes or i.e. a front view and back view of the image. Once the images are uploaded when the participant clicks on the image it will populate to a larger view or i.e. the back view of a T-Shirt

To complete your image upload select 'Upload Image' and hit the 'Save' button

Product Image

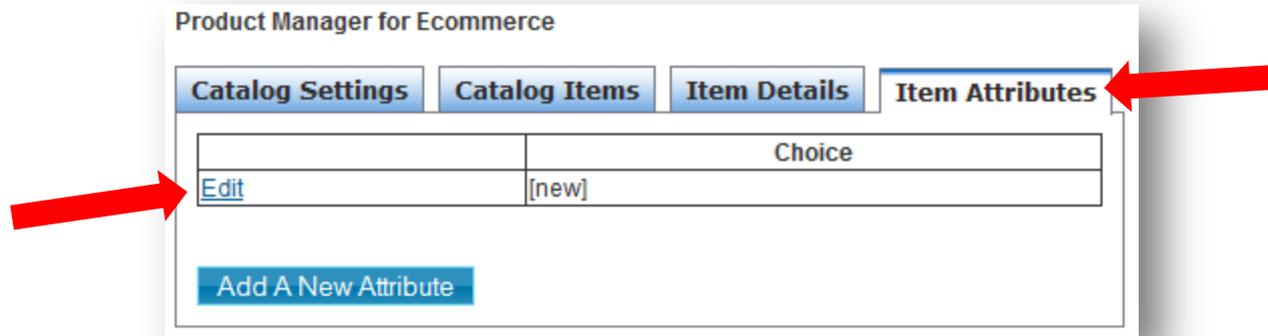
Product Image:



[Remove](#)

Small Item Image:

Large Item Image:



For t-shirts or other products that require a color selection or size selection. You can add Item Options by clicking on the 'Item Attributes' tab. You can update existing attributes or add a new ones. Click 'Add a New Attribute' to create a new option or the 'Edit' link located next to the choice to update an existing option.

Product Manager for Ecommerce

Catalog Settings Catalog Items Item Details **Item Attributes**

Attribute:
Help Text:



New Answer:
Change to Price:

Add Choice

Attribute Answers: Existing Answers:

Remove Choice

Save

	Choice
Edit	<input type="text" value="[new]"/>

Add A New Attribute

To add or update an attribute, enter all the applicable information. If the choice adds an additional amount to the product then type in the 'New Answer' and in the 'Change to Price' box put the amount the current price will increase. Click 'Save'.

For example: T-Shirts are \$26 but size XL is \$3 extra. Therefore, you would put \$3 in the 'Change to Price' box.

Product Image

Product Image:



[Remove](#)

Small Item Image:

Large Item Image:

Product Attributes

Attributes Selected For This Item:

Available Attributes For This Item:



Direct Checkout Link: <https://www.raceit.com/Register/Pay.aspx?p=3138&q=1>

Once you have saved your 'Attribute' go back to the 'Catalog Items' tab and select edit next to your product. You can now highlight the attribute you would like to add and select the 'Add Attribute' button.

Product Attributes

Attributes Selected For This Item:

Available Attributes For This Item:



Catalog Settings | **Catalog Items** | **Item Details** | **Item Attributes**

Ecommerce Catalog Link: <https://www.raceit.com/shop/?event=12325>

Heading at top of Ecommerce Catalog:

Catalog Layout Style: **Single Column** ▾

Registration Showcase

Associate products with the registration process of any of your organization's events:

Elysburg Filthy Fun Mud Run Rescue Dogs Rock

Philadelphia Filthy Fun Mud Run Rescue Dogs Rock

Southwest Filthy Fun Mud Run Rescue Dogs Rock

Raleigh Filthy Fun Mud Run Rescue Dogs Rock

Products Rescue Dogs Rock

Cycle Greater Yellowstone Rescue Dogs Rock

Ragnar Washington, DC Test Event Rescue Dogs Rock

Washington DC Volunteers Rescue Dogs Rock

Run For Rover Rescue Dogs Rock 

Save Catalog Settings

Once you have added all your products. You will need to go to the 'Catalog Settings' tab and check the box next to the items for your event. Find your event name on the left side and then click all the items you want to use for this event. If you would like to use the newly created products for other events (such as a Race Series) check the boxes next to those event races as well.

To complete your product page select 'Save Catalog Settings' at the bottom of the page.

Organizer > Organization: BRAWA-Test > Event: Run For Rover

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Fundraising URL: <https://www.raceit.com/fundraising/?event=12325>

Shopping URL: <https://www.raceit.com/shop/?event=12325>



Your Shopping/Product URL will be on your event page. You can provide this URL to outside participants or post it on your website for non-registrants or registrants to come back and purchase additional products

Rescue Dogs Rock



Don't waste time deciding on which shirt to put on each morning. This dark t-shirt will never go out of style and hides stains better too. This high quality t-shirt is pre-shrunk an 100% cotton, which makes it both comfortable and durable.

Unit Price
\$26.00

Sizes:

Quantity to buy:

Adopt Paw Sticker

Adopt
Paw
Sticker
Unit Price
\$2.50

Your Finished Product Page