

**multiple\_payment**

**version**

**BoostMyShop**

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# Contents

<b>multiple_payment</b>	<b>1</b>
1. Introduction	1
2. Installation	1
3. Configuration	2
4. How to use	3
1. Use in Order Creation	3
2. Use in Order View	4
3. Track pending payments	4
5. FAQ	5
Use on the front	5
Uninstall	5



# multiple\_payment

## 1. Introduction

### \*\*Multiple Payment \*\*

Multiple Payment is a Magento extension designed to easily manage partial payment.

If you own a physical store or handle a B2B business, you may need to take partial payment or deposit to satisfy your customers.

This extension is compatible with Magento 1.4.1.1 and above.

Order # 145000030 | Jan 14, 2015 8:48:07 AM

Order # 145000030 (the order confirmation email is not sent)

Order Date	Jan 14, 2015 8:48:07 AM
Order Status	Pending
Purchased From	Main Website Madison Island English

Billing Address Edit

Jack Fitz  
7 N Willow St  
Montclair, New Jersey, 07042  
United States  
T: 222-555-4190

Payment Information

Multiple payment		\$48.00
Cash		\$12.00
Check		\$12.00
Total due		\$308.00

Order was placed using USD

Example of an order with Multiple Payment

## 2. Installation

### Installation of the extension

#### WARNING :

Before files upload, **ENABLE MAGENTO CACHE** : this will prevent Magento to try to install extension before all files are uploaded.

Also, if you have any :

- APC cache
- Redis cache
- Memcache
- Activated the Compilation of Magento

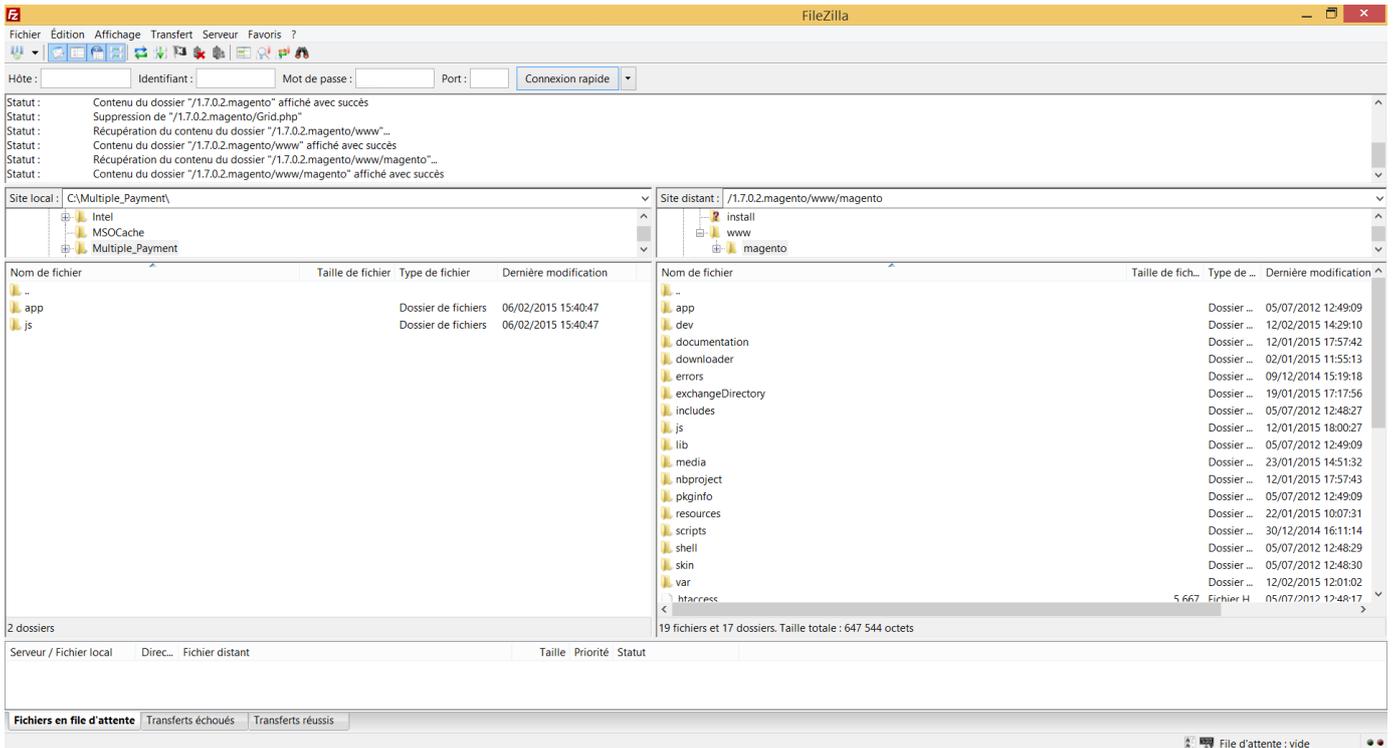
-> **Please disable them**

You just need to upload this file structure to your server on the same file structure provided by Magento.

No code file will be erased : All the code files will be available into /app/code/community/MDN

1. Download the extension zip file from your boostmyshop account.
2. Unzip the file you have previously downloaded.
3. Upload all content of your folder "Extension" on your server.

### 3. Configuration



On the left side we have the unzipped files, and on the right side the main Magento directory.

Just Drag and Drop all folders of the extension to your Magento folder.

Once all files are copied, please follow these steps to make sure it is properly installed:

Refresh cache (System menu > Cache settings): If you get any error message at this stage, it means that there are some problems with the installation.

Disconnect and reconnect yourself from Magento's back office.

## 3. Configuration

In order to configure this extension, go to **System > Configuration > Multiple payment**

You will have this screen :

### Multiple payment

**General**

Custom payment methods [GLOBAL]

Cash  
Check  
Bankwire  
Storecredit

▲ Fill custom payment method usable in payment records (one method per row)

Dont consider orders before [GLOBAL]

▲ Prevent old orders to be displayed in pending payment report (use format YYYY-MM-DD)

#### 4. How to use

**Custom payment methods** : Here you can enter your custom payment methods, this methods will be available when you want to do multiple payment.

### Note

Please enter one payment method per line.

This method will NOT be displayed in your cart or checkout screens

**Don't consider orders before** : If you don't want to display old order in pending payment report, enter a date like YYYY-MM-DD.

**Example** : 1st February 2015 is 2015-02-01

## 4. How to use

In this section you will learn how to use Multiple Payment extension.

### 1. Use in Order Creation

### Warning

First, you need to understand that this extension work only in the backoffice. There is no way to have it in the front.

Go on **Sales > Orders** and create a new order.

Choose/Create a customer, choose a store, and choose your product.

Fill up customer informations.

In payment method you will now see :

Payment Method	
<input type="radio"/>	Multiple payment
<input type="radio"/>	Check / Money order
<input type="radio"/>	Credit Card (saved)

And if you choose Multiple payment, you will have :

Payment Method			
<input checked="" type="radio"/>	Multiple payment		
#0	Cash	▼	50
#1	Check	▼	50
#2		▼	
#3		▼	
Total :			100
<input type="radio"/>	Check / Money order		
<input type="radio"/>	Credit Card (saved)		

Here you can add up to 4 payment records.

In this example we choosed Cash in #0, and we have set the customer give us 50USD.

In #1 we have choosen Check, and customer give us 50USD too.

Use the dropdown menu to choose which payment method you want to use and enter a value in the second field.

Under the field you can see the total with all methods.

#### 4. How to use

You can process to checkout even if the customer has not paid the the entire bill.

## 2. Use in Order View

Now, let's take a look at this order. Go to **Sales > Orders** and pick up the order that you have just placed.

In the window, you can see :

Payment Information	
Multiple payment	
Cash	\$50.00
Check	\$50.00
<b>Total due</b>	<b>\$655.00</b>
Order was placed using USD	

You know how the customer have paid (in Cash and Check)

You also know how much the customer owes you. (in this case 655\$).

If your customer want to pay, in this order view, click on "Payment records", you will have :

Payment status		
Payment status : partial	Total paid : \$100.00	Total due : \$655.00

Add payment				
Method	Amount	Date	Comments	Add
<input type="text"/>	655	2015-02-12	<input type="text"/>	<input type="button" value="Save"/>

Payment records				
Date	Method	Amount	Comments	Action
Feb 12, 2015	Cash	50.00		<a href="#">delete</a>
Feb 12, 2015	Check	50.00		<a href="#">delete</a>

Let's explain all view :

Payment Status	
Payment status	Here you can see the status of the payment. The customer has not paid the entire sum yet, so it's a partial status.
Total paid	This is how much the customer has pai
Total due	This is how much the customer owes you

Add payment	
Method	Use the dropdown menu and select a payment method
Amount	By default it's the order total. But you can set how much the customer paid.
Date	Enter the date when the customer has given you the money
Comments	If you want, you can add a comment

Then, click on the "Save" button.

The last, payment records, displays the history of the payments with multiple information.

You can also delete a record just by clicking on "delete".

## 3. Track pending payments

Now, let's take a look at **Report > Sales > Pending Payment**

You will have this screen :

## 5. FAQ

### Pending payments

Page 1 of 2 pages | View 20 per page | Total 22 records found [Reset Filter](#) [Search](#)

Date	Order #	Bill to	Grand total	Total paid	Total due	View
From: <input type="text"/> To: <input type="text"/>			From: <input type="text"/> To: <input type="text"/>	From: <input type="text"/> To: <input type="text"/>	From: <input type="text"/> To: <input type="text"/>	
Feb 12, 2015 6:50:15 AM	100000022	Pierre Pagny	\$755.00	\$100.00	\$655.00	<a href="#">View</a>
Feb 11, 2015 8:37:27 PM	100000021	Pierre Pagny	\$755.00	\$80.00	\$675.00	<a href="#">View</a>

Here you can see all orders with balance, you got the order #, the total of the bill and the total paid by the customer. Use the “view” link on the right to go within the order

## 5. FAQ

### *Use on the front*

Multiple Payment is not designed to be used on the front of your Magento store. There is no way to did it.

### *Uninstall*

To uninstall the extension :

- Delete file app/etc/modules/MDN\_PaymentTracker.xml
- Refresh magento cache
- Delete directory app/code/community/MDN/PaymentTracker
- Refresh magento cache