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Order Tags

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Extension page: **http://ecommerce.aheadworks.com/magento-extensions/order-tags.html**

The Order Tags extension by aheadWorks is a perfect solution for those who want to organize, prioritize, and filter orders by their attributes. The module gives administrators an ability to set a tag (icon) for each order and then filter orders according to these flags. For every tag you can specify conditions (and even combination of conditions) and tags will be automatically added to orders in accordance with these rules. You can change assigned tags manually as well.
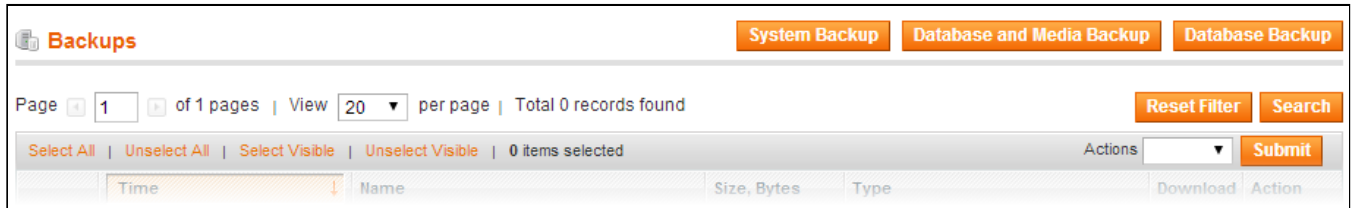
Installation

1. Backup your web directory and store database.
   Click to view details
   You can make backup copies with any tool you find appropriate

   If you are going to use the native Magento backup function, navigate to **System -> Tools -> Backups** and perform **System** and **Database** backups

2. Log in to the Magento backend

3. Disable compilation
   Click to view details
   Navigate to **System -> Tools -> Compilation**.

   If Compiler status is Disabled, you can skip to the next step

   If Compiler is enabled, disable it.

IMPORTANT: after the extension is installed, you can enable the compilation again; <u>IT IS CRUCIAL</u> that you use "**Run Compilation Process**" function, not just "Enable button"

Installing an extension with the Compilation enabled will result in store downtime.

4. Flush store cache
   Click to view details
   You can flush the store cache in 2 ways:

   - **via the backend**:

   Navigate to **System -> Cache Management** menu, and click **Flush Magento Cache** button

   - **via filesystem**:

   On your server, navigate to Magento root folder, then proceed to **/var/cache/;** delete all the content there.

5. Download the extension package from your account and extract the downloaded archive

6. Copy the content of **/Step_1/** folder to your store's root directory

7. Copy the content of **/Step_2/** folder to your store's root directory

8. Update **DHL** settings
   read the instructions here.
   Navigate to **System > Configuration > Sales >Shipping Methods > DHL**

And set Content Type field to 'Non documents'.

9. Flush store cache again; log out from the backend and log in again.

Configuration

To configure the extension, go to the **System -> Configuration -> aheadWorks Extensions -> Order Tags** or **Sales -> Order Tags -> Settings** backend page.

General Settings:

- **Default order tag** - defines what tag will be applied to an order by default; this tag will be always added when order changes its status (Pending, On Hold, Complete, etc.).
- **Blank tag** - allows uploading a custom image for "no-tag" orders.

Tags Usage

Creating Tag

To add a new tag or manage the existent ones, navigate to the **Sales -> Order Tags -> Manage Tags** page at the backend.

Adding a new tag.

Click **Add New** button in the **Manage Tags** grid and submit the required values in the below screens

Tag Information tab:

- **Icon** - allows uploading a custom tag image.
- **Name** - defines the Tag title.
- **Store view** - defines the storeview(s) the tag will be available on.
- **Sort Order** - defines the tag position in the list.

- **Drop Tag If Rule Doesn't Match Anymore** - defines whether the tag will be automatically removed if the conditions (see section below) are no longer met.
- **Tag Comment** - defines the additional Tag comment text.
- **Grid Row Style** - allows applying custom styling to an order row.

Conditions tab:

Here, you can define a set of conditions. If a given order meets them, the **tag will be automatically applied** to that order.

Applying Tags

This module expands standard Magento **"View orders"** grid by adding its own column which contains tag image(s). You can filter orders by tag(s). If no tag assigned, a special "blank tag" image is used.

The **Order Tags column** is clickable for each row and opens a **popup with the list of tags** and checkboxes. When clicking popup's "Save and close" button, the marked tags are applied via AJAX, popup is closed, and grid is reloaded to show updated content.
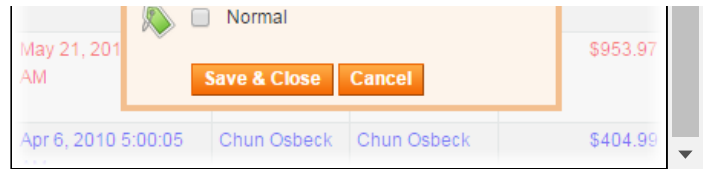
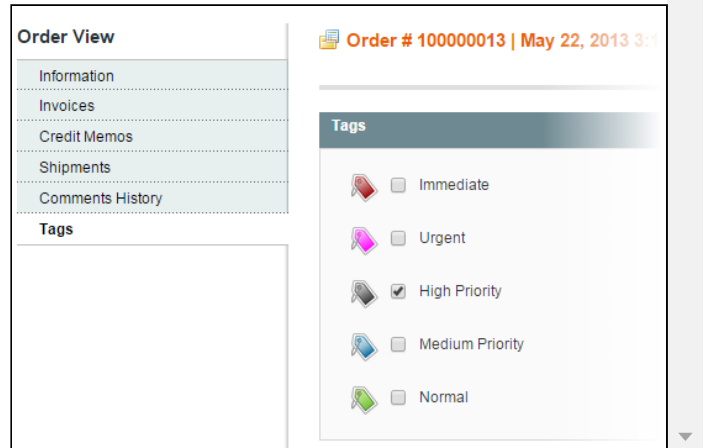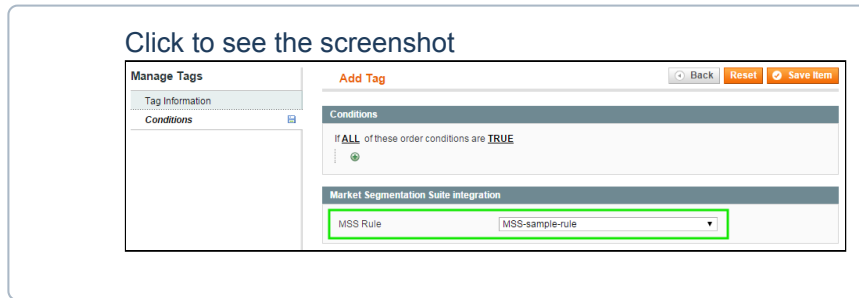Another way to tag an order is through the **Order Details** backend page. Open and order, switch to the **Tags** tab, and select the necessary labels. After that, click "**Save Order Tags**" button.

Market Segmentation Suite integration

The Order Tags extension can automatically assign labels to an order if the latter meets MSS rule conditions.

Uninstallation

Since Magento doesn't give an opportunity to perform an automatic uninstall of the modules, you need to run the following query on your database manually:

```
DROP TABLE `aw_ordertags_ot`;
DROP TABLE `aw_ordertags_tags`;
```

This will delete the extension's attributes from the database. After that, you can safely remove the extension's files from your store.

Troubleshooting

After the extension installation the store gives an error, or blank page, or suggests to start Magento installation procedure.

Change the owner of the extracted extension files to the web server user and set 775 permissions on them. Clear the store cache and try again.

There is no aheadWorks extensions under my configuration section, or having the extension tab clicked I get a blank page, or Access Denied error.

Clear the store cache, browser cookies, logout and login again.

I've set up everything correctly, inserted the HTML code but there is nothing on that page.

Clear the store cache, clear your browser cache and domain cookies and refresh the page.

My configuration changes do not appear on the store.

Clear the store cache, clear your browser cache and domain cookies and refresh the page.

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это