Steps To Add Shopify To A Website

Step 1: login to Shopify.

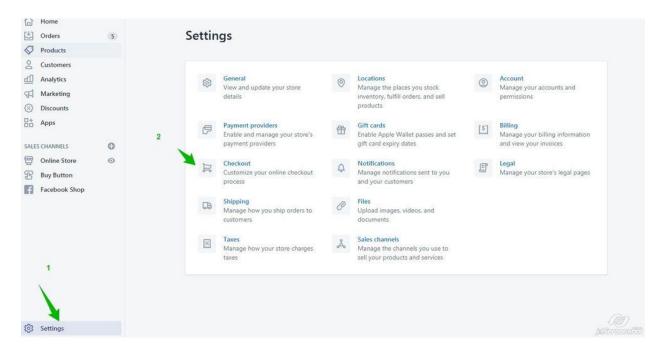
Step 2: Add Products (if not already setup) (to learn how to add products to your Shopify store, please go to the end of this tutorial)

Step 3: Change the style of checkout

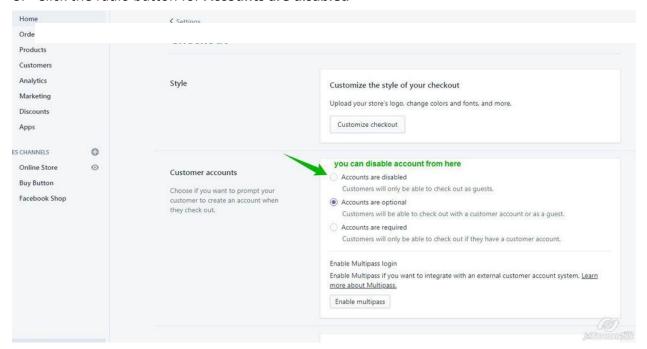
Step 4: Add the "Buy Button" to the Sales Channel section of your Shopify account.

How To Add Buy Button Sales Channel

- 1. From your Shopify admin, click the **Settings** at the bottom of the lefthand navigation panel.
- 2. From there, you'll click on the **Checkout** option



3. Click the radio button for Accounts are disabled



How To Add Buy Button Sales Channel

- 1. From your Shopify admin, click the + button beside the Sales channels heading.
- 2. On the Add sales channel dialog, click Buy Button to learn more about the sales channel.
- 3. Click Add channel.

(instructions for iPhone and Android available here: https://help.shopify.com/en/manual/sell-online/buy-button/setup)

After you've added the Buy Button sales channel, you can create a new Buy Button Step 2: create a "buy button"

IMPORTANT NOTE: You'll be charged <u>transaction fees</u> each time a customer makes a purchase using the Buy Button, unless you also activate <u>Shopify Payments</u>.

How To Create A Buy Button

After you add the Buy Button sales channel in your Shopify admin, you can create a Buy Button for a product or a collection.

(instructions for iPhone and Android available here: https://help.shopify.com/en/manual/sell-online/buy-button/create-buy-button#)

Creating A Buy Button For A Single Product

- 1. From your Shopify admin, click **Buy Button**.
- 2. Click Create a Buy Button.
- 3. Click **Product Buy Button**.
- 4. Select the product from your catalog or use the search to find a product. Click **Select**.
- 5. Optional: customize the Buy Button.
 - a. If your product has variants, then select **All variants** or select the variant that you want to include.
 - b. Choose a layout style and the action that happens when a customer clicks the button. You can also customize the button's appearance.
 - c. By default the checkout behavior opens a new window but you can choose to open the checkout in the same browser tab as your website. Click **Advanced** settings > Redirect in the same tab.
- 6. Click Next.
- 7. Click **Copy code**.
- 8. Go into the website editor and **add an HTML widget** where you want to display the Buy Button. **Paste** the code within the HTML where you want the Buy Button to appear, and then save your changes. (Note: the appearance of the Buy Button cannot be changed once you embed it on your website. If you want to change it, then you must create a new button in the "Buy Button" channel and replace the original code with the new code.)
- 9. To see your newly Shopify-integrated website online, you will need to click the orange "Republish" button at the top right in the editor.

Creating A Buy Button For A Product Collection

Before you create a Buy Button for a collection, you must have:

- Added the products in your Shopify Admin
- Made the products available to the Buy Button sales channel
- Created the collection
 - 1. From your Shopify admin, go to **Buy Button**.
 - 2. Click Create a Buy Button.
 - 3. Click Collection Buy Button.
 - 4. Select the collection or, use the search to find the collection. Click **Select**.
 - 5. Optional: customize the Buy Button.
 - a. Choose the action that happens when a customer clicks the button. You can also customize the button's appearance.
 - b. By default the checkout behavior opens a new window but you can choose to open the checkout in the same browser tab as your website. Click **Advanced** settings > Redirect in the same tab.
 - 6. Click Next.
 - 7. Click **Copy code**.
 - 8. Go into the website editor and **add an HTML widget** where you want to display the Buy Button.
 - 9. **Paste** the code within the HTML where you want the Buy Button to appear, and then save your changes. (Note: the appearance of the Buy Button cannot be changed once you embed it on your website. If you want to change it, then you must create a new button in the "Buy Button" channel and replace the original code with the new code.)
 - 10. To see your newly Shopify-integrated website online, you will need to click the orange "Republish" button at the top right in the editor.

How To Customize The Design Of A Buy Button

You can customize a Buy Button's appearance and how it behaves:

- color
- size
- font
- the action that happens when the button is clicked
- whether the checkout opens in a new browser window

As you customize the button, you can preview your changes. You can test the behavior of the Buy Button by clicking the preview.

Layout Style

You can choose the layout of the Buy Button.

Basic	Select this layout to add a Buy Button without any product image. You might want to do this if you already display your products elsewhere online but just want to add button to make the purchase.
Classic	Select this layout to display a product image and price beside the Buy Button. This layout is useful for a quick product preview, such as in a blog post.
Full view	Select this layout to display a product image, price, and description beside the Buy Button. This layout emulates a product details page in your online store.

Buy Button Actions

When you create a Buy Button, you can select the action that occurs when the button is clicked. PLEASE NOTE: If you have more than one Buy Button on a page, then you need to configure all of them with the same action. If the Buy Button is for a collection, then the action applies to each product in the collection.

- Add product to cart adds the product to a shopping cart. Customers can continue shopping and add additional products to the cart.
- **Direct to checkout** brings the customer directly to your checkout, where they can purchase the product. Customers aren't able to add additional products to their order.
- Open product details displays a View product button. When the customer clicks the button, they can see the description of the product, select any available product variants, and add the product to the cart. If a product has multiple product images, then these also display. This option is not available when you choose the Full view layout because the Full view layout already displays all of the product details.
 - You can also choose if the checkout opens in a new browser window or if it opens in the same tab as your website. The default behavior is that the checkout opens in a new window.

Buy Button Appearance

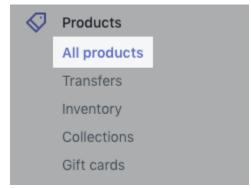
- Button style includes shape, color, and typography for the button part of the Buy Button.
- **Layout** Depending on the layout style that you choose, you can customize settings such as button alignment, image size, button text, font, color, and size.
- Shopping cart includes text and color options for the embedded shopping cart. You can also
 enable and customize the label for the Order note field. You can use order notes to collect
 special instructions from customers about how to prepare and deliver an order. The Additional
 information field lets you communicate a message to your customers.
 You can only edit the settings for the shopping cart if you have chosen Add product to

cart or Open product details as the button's action.

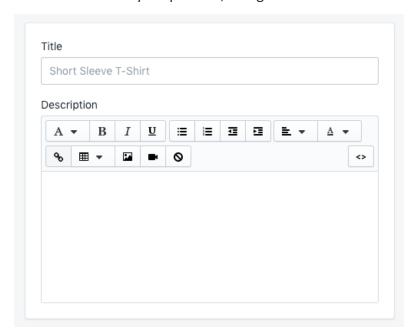
• **Detailed pop-up** includes the settings for the product details pop-up window. You can customize the text of the button, whether or not to show the quantity field, the colors used for the background and labels, and the font and font size of the labels. You can only edit these settings if you have chosen **Open product details** as the button's action.

How To Add A Product To Your Shopify Account

1. From your Shopify admin, go to **Products** > **All products**



- 1. From the **Products** page, click **Add product**
- 2. Enter a title for your product, along with additional details



3. Click Save.



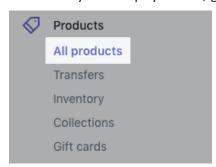
To find more instructions on adding products, including duplicating and editing products, click <u>here</u>. For a video tutorial on adding a product, click <u>here</u>.

NOTE: For a product to use the Buy Button features, it must be available on the Buy Button channel.

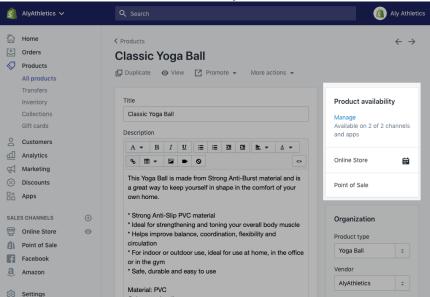
How To Make Products Available On Different Channels

To view or change a product's availability settings:

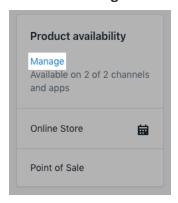
1. From your Shopify admin, go to **Products** > **All products**.



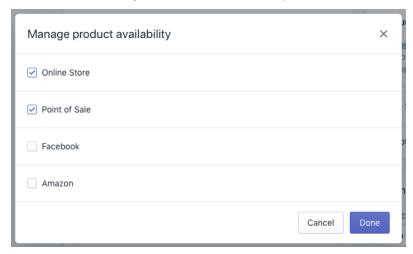
2. Click the product's name to open its details. The product is available to the sales channels listed in the **Product availability** section.



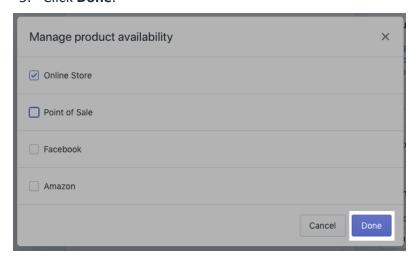
3. Click Manage.



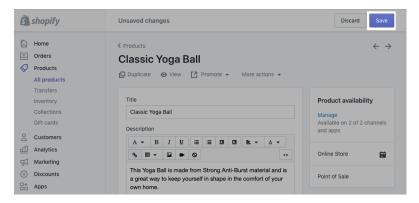
4. Select the sales channels where you want the product to be available. (You will want to select the "Buy Button" channel here)



5. Click Done.



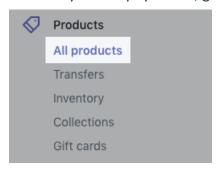
6. Click Save.



How To Make Multiple Products Available On Buy Button Channel

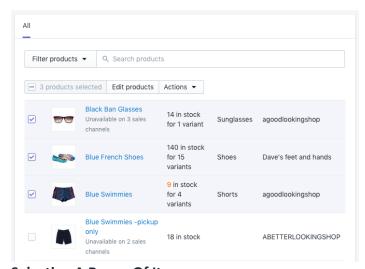
To change the availability of multiple or all products in your inventory, follow the steps below

1. From your Shopify admin, go to **Products** > **All products**.



Selecting Multiple Items

To select items one at a time, click the checkbox next to each item you want to select.



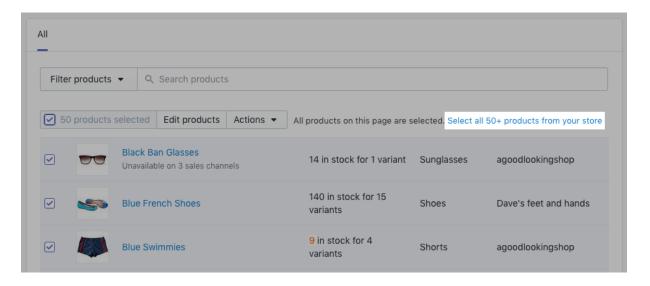
Selecting A Range Of Items

Click to select an item, then hold the shift key and click another item. This will select the first and last items you clicked and all items in between.

Selecting All Items

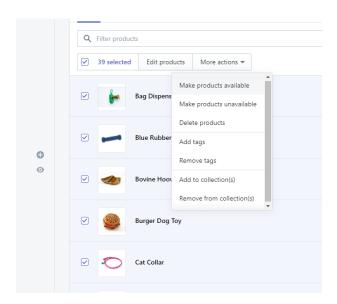
There is a master checkbox at the top of most item lists. You can click the master checkbox to select every list item on a page. You can select more than 50 items for a bulk action.

- 1. Click the master checkbox.
- 2. Click Select all 50+ items from your store.

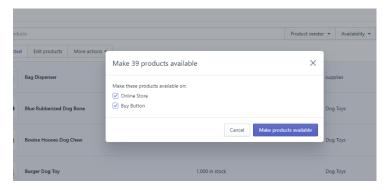


Choose A Bulk Action To Perform In Your Shopify Admin

- 1. Select the list items that you want to perform a bulk action on.
- 2. Select the bulk action by clicking **More Actions**, and then click "Make products available."



3. From here, select "Buy Button" and "Online Store" and click "Make products available"



Your products are now available on the Buy Button Channel and can now be added to your site.

How To Create A Collection For Your Shopify Products

You can group your products into collections to make it easier for customers to find them by category. Here are a few examples of collections that you might create:

- clothes for men, women, or children
- items of a certain type, such as lamps, cushions, or rugs
- items on sale
- items in a certain size or color
- seasonal products, such as holiday cards and decorations

The exact layout and appearance of collection pages depends on your theme.

You can view, create, and edit collections from the <u>Collections</u> page of your Shopify admin. To learn more about collections, check out Shopify's videos <u>here</u>.

Types Of Collections

You can create two types of collections:

An automated collection uses selection conditions to automatically include matching products.
You can add up to 60 selection conditions. You can also specify whether products need to meet
all the conditions or any of the conditions to be included in the collection. When you add a new
product that matches the selection conditions for a collection, the product is automatically
added to the collection.

Automated collections are usually preferred because, after you set up the conditions, future products are added automatically. You can save a lot of time by using automated collections if you have a large selection of products or if you have seasonal or rotating inventories. For example, suppose that you run an apparel store. If you tag all your products with a seasonal tag, such as summer or fall, then all your seasonal attire can automatically be included in the matching collection.

One drawback to creating an automated collection is that you can't remove particular products from it unless you change the collection's conditions or edit the product details so that they no longer match the conditions.

• A manual collection includes only the products that you choose individually. Because of this, the collection always contains the same products unless you specifically add or remove products. Manual collections take more work to maintain, but can be a good choice for small or specialized collections that you intend to curate personally. For example, if you plan to hold a one-time flash sale of just a few products, then you can create a manual collection for them and set up a discount for just the products in that collection. After you create a collection, you can't change its type.