Magento 2 Order Attributes

User Guide

Version 1.0



Table of Contents

l) Introduction	2
II) Where to find the extension	3
III) Settings	6
3.1. General Settings	7
3.2. Checkout Page	8
3.3. Frontend Order Details Page	9
IV) Order Attributes	11
4.1. Order Attributes Grid	12
4.2. Create Order Attributes	13
4.2.1. Properties	15
4.2.2. Manage Labels & Tooltips	30
4.2.3. Display Settings	31
4.2.4. Conditions	41
V) Dependent Order Attributes	50
5.1. Basic Conditional Logic	51
5.2. Complex Conditional Logic	54
VI) Include Order Attributes in Emails	56
VII) Compatible with Magento 2 PDF Customizer	66
VIII) Support	67



I) Introduction

Magento 2 Order Attributes Extension lets you provide customers with extra fields on the checkout page. Thus, they can leave other important details of their orders instead of giving a direct call to your store. This brings customers satisfaction that indicates a high order success rate and a high chance of them returning.

KEY FEATURES

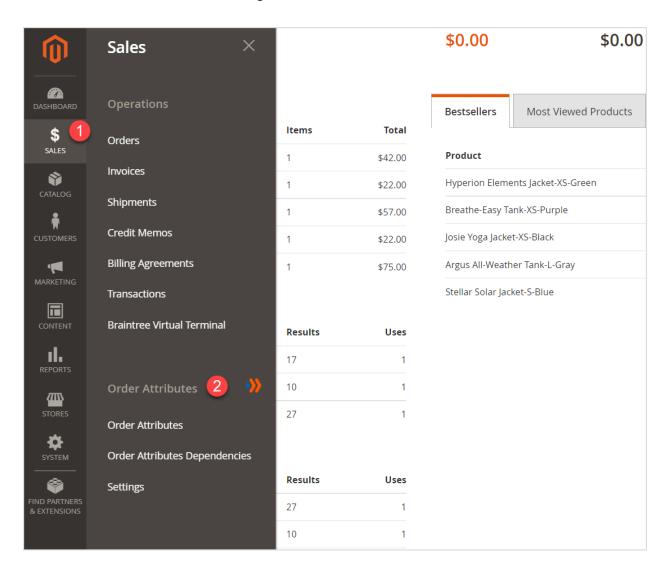
- Create additional order fields on the checkout page
- Manage order attributes in a neat grid
- 12 various input types
- Various positions to display an attributes
- Sort and arrange the attribute fields on a specific checkout step
- Assign checkout field to certain shopping cart
- Restrict checkout field to specific customer group & store view
- Include order attributes in sales emails
- Create dependencies between checkout fields
- Attack helpful tooltips to checkout fields
- Manage attribute labels and tooltips in store views
- Compatible with Magento 2 PDF Customizer



II) Where to find the extension

This extension is used to facilitate customers while they place orders. That's why we've put this extension in the **Sales** tab, where all stages of a transaction occur (Orders, invoices, shipments, credit memo, billing agreements, transactions).

From the admin sidebar, go to Sales. The **Sales** tab appears with **Magento 2 Order Attributes extension** like the image below:





In the **Order Attributes** sub-tab, there are three sections:

- Order Attributes allow you to manage order attributes. It means you can create, edit, delete and perform other different actions such as filter, column, search by keyword.
- Order Attributes Dependencies enable you to create dependencies between order attribute fields.
- **Settings**: This allows you to configure some general settings after installing this extension.

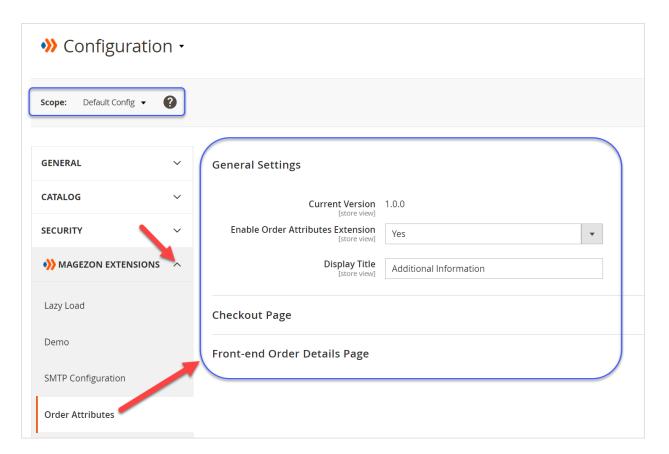
Now, let's start with **Settings**.



III) Settings

After going to **Settings**, in the left panel, expand **Magezon Extensions** and then click **Order Attributes**. On the right side, there are three sections:

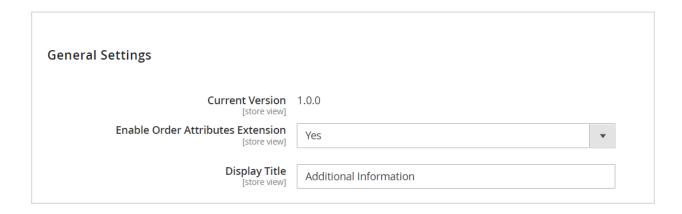
- General Settings
- Checkout Page
- Frontend Order Details Page



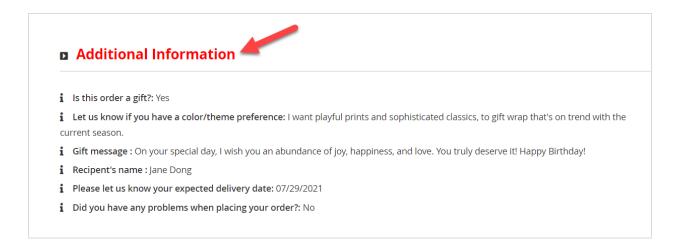
In the upper left corner, you can choose the scope where the configuration will be applied.



3.1. General Settings

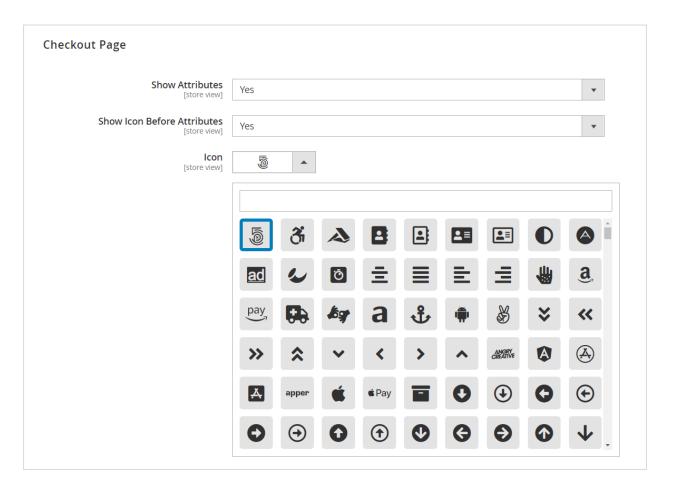


- The **Current Version** of the extension.
- Enable Order Attributes Extension: Choose Yes/No to enable/disable the extension.
- **Display Title**: Enter the title for the order attribute block that appears on
 - Customer order details page & PDFs (Order, invoice, shipment, credit memo).
 - ❖ Backend pages (Order, invoice, shipment, credit memo view).





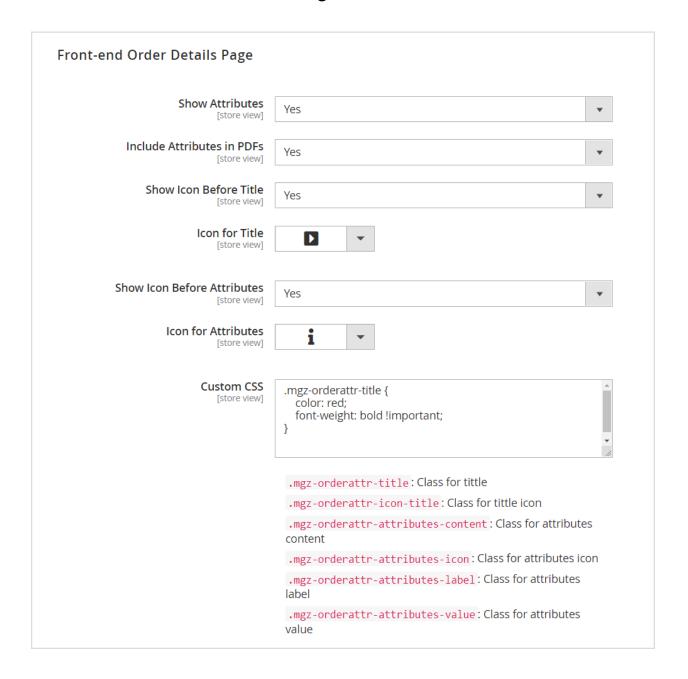
3.2. Checkout Page



- **Show Attributes**: Choose **Yes/No** to display/not display order attributes on the checkout page.
- Show Icon Before Attributes: Enables icon to show before order attributes.
- Icon: Select the icon for order attributes.



3.3. Frontend Order Details Page





- Show Attributes: Choose Yes/No to show/not show order attributes on the:
 - Customer order details page & in PDFs (Order, invoice, shipment, credit memo)
- Include Attributes in PDFs: Select Yes/No to include/exclude order attributes in PDFs (Order, Invoice, Shipment, Credit Memo).

The fields below were created to make order attribute fields look less boring. Also, they help you and your customer scan information efficiently.

- Show Icon Before Title: Choose Yes/No to show/not show icon before the title.
- Icon for Title: Select the icon for the title.
- Show Icon Before Attributes: Select Yes/No to show/not show the icon before order attributes.
- **Icon for Attributes**: Choose the icon for order attributes.
- **Custom CSS**: allows you to customize the appearance of the title, attributes' title, attribute's label, attribute's value. In this case, we set Red as the color of the attributes' title.

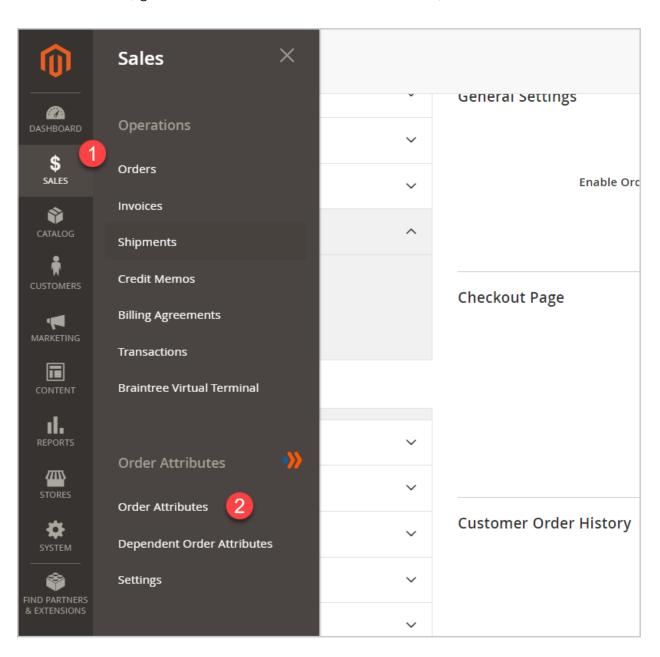
Besides, we've offered you their classes so that you can easily use them for your customization.

That's all the general settings of **Magento 2 Order Attributes Extension** you should keep in mind. Now, we'll guide you through how to manage order attributes.



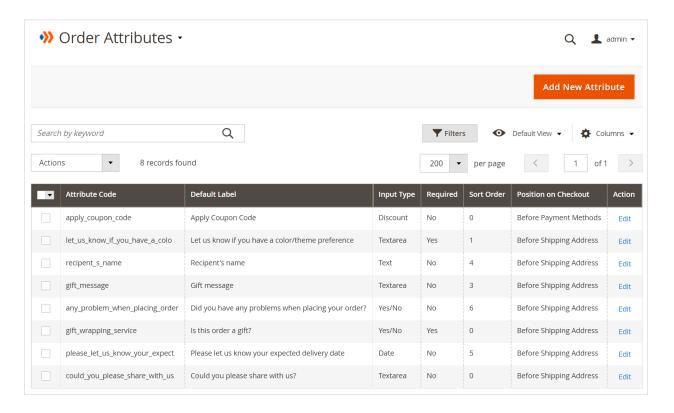
IV) Order Attributes

From the sidebar, go back to Sales. Under Order Attributes, click Order Attributes.





Then you will be redirected to the page of order attributes grid where you can manage order attributes in an organized way.



4.1. Order Attributes Grid

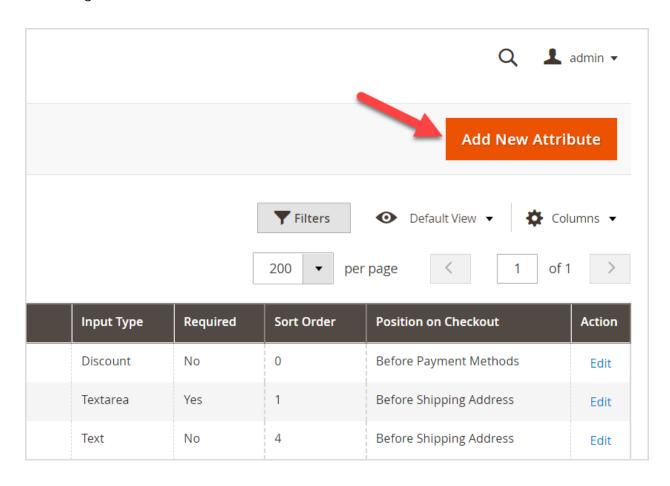
- Like other grids in Magento, the order attributes grid has the same controls: Filters,
 Default View, Columns, Search by keywords, Actions. The difference is, it is used to manage order attributes.
- This grid also provides you with the most necessary information about an order attribute: Attribute default label, attribute code, input type, required value, sort order, position on checkout, helping you track all order attributes with ease.
- This is where to create new order attributes, edit or delete them.



We will show you how to create a new order attribute with **Magento 2 Order Attributes Extension** in the next part.

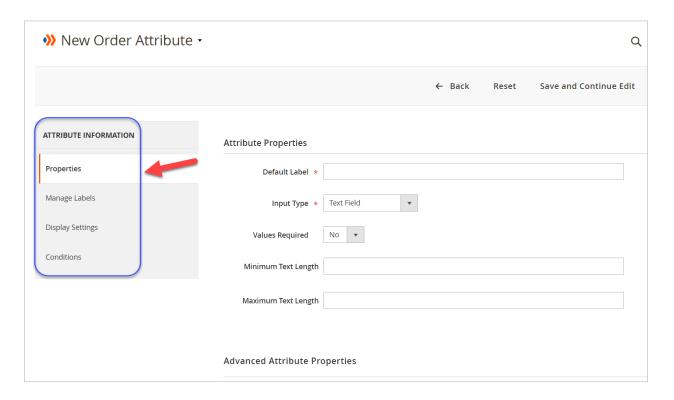
4.2. Create Order Attributes

To add a new order attribute, click **Add New Attribute** in the upper right corner of the attribute grid.





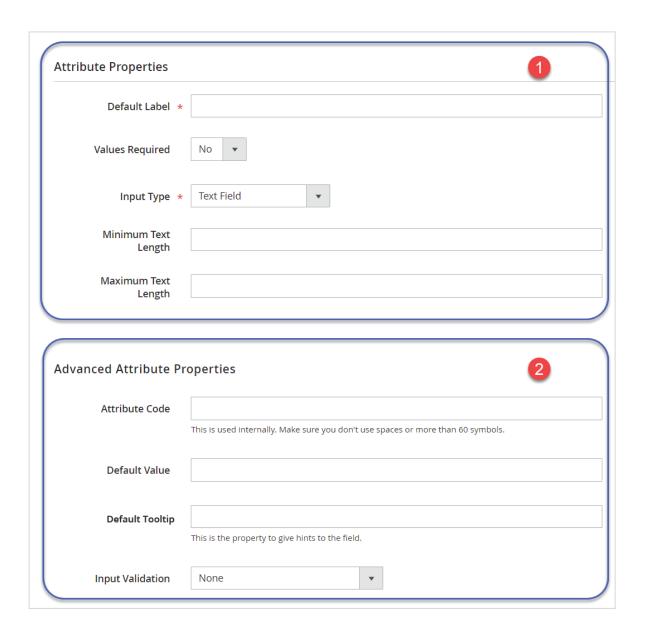
Then the **New Order Attribute** page appears with four tabs on the left panel:



- **Properties**: This allows you to complete both basic and advanced attribute properties.
- Manage Labels: This lets you manage attribute labels in the Admin and also in the storefront of each store view. If you are controlling different stores in different languages, you can enter the translated label for each.
- Display Settings: This helps you manage the attribute display in various positions of your store.
- **Conditions**: This allows you to assign order attributes to specific carts based on your given condition(s).



4.2.1. Properties



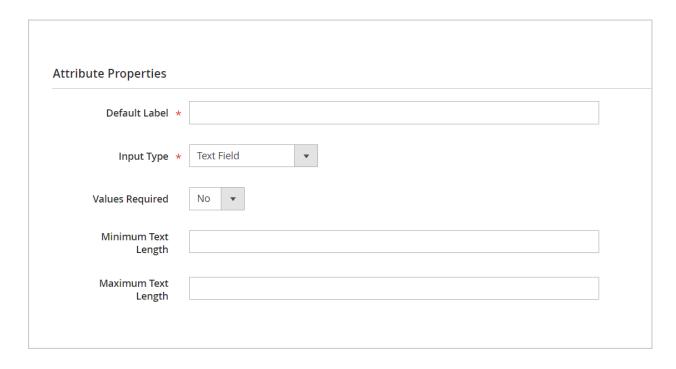


In the **Properties** tab, there are two main sections:

- Section 1: Attribute Properties
- Section 2: Advanced Attribute Properties

Let's start with Section 1.

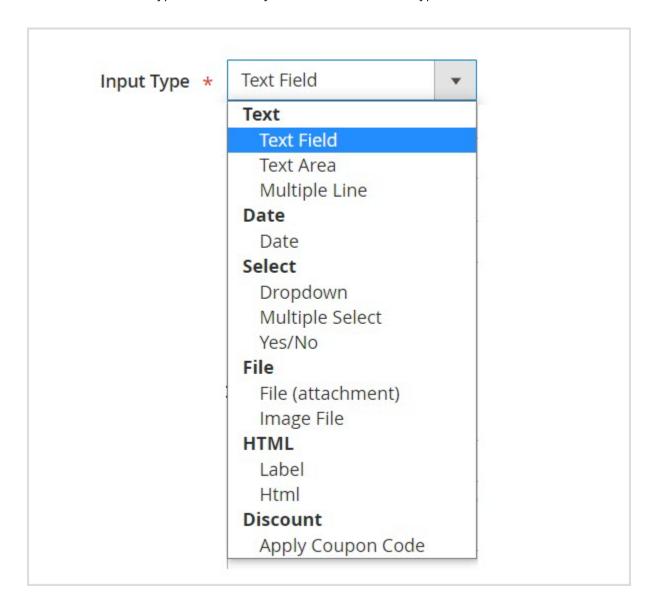
a. Attribute Properties



- **Default Label**: Enter the default name/label of the attribute field.
- Input Type: Select the type of data for the field. By default, the Text Field is set for the Input Type field.
 - ❖ Take a concrete example of one input type. If you want to create a field that allows customers to leave their order requirements in detail, Text Area should be your choice.



Magento 2 Order Attributes extension offers 12 different input types.
Each type of field lets you collect a different type of data.



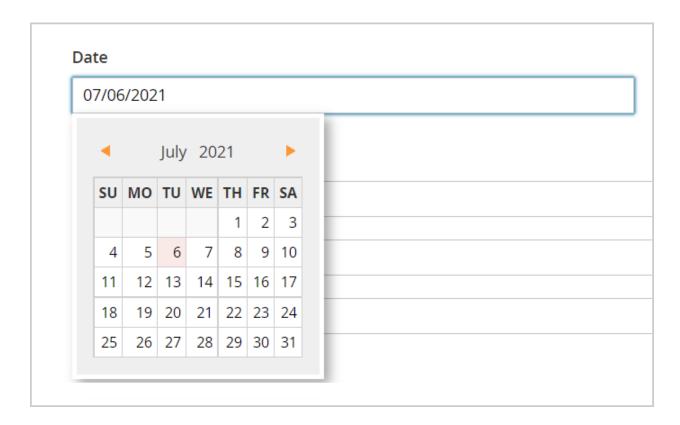
Text Field: The field with this input type lets customers enter a single line of texts.
 Besides, you can set the maximum and the minimum number of characters for the field.



	Text Field
	Text Area: Customers can enter multiple lines of texts in the field (like a short
	paragraph). Also, you can limit the number of characters for the field with this inp ype.
Te	ext Area
	"
3. N	Multiple Line: When a customer has MORE THAN ONE shipping address, you ca
ι	
L S Multip	use Multiple Line for each separate address. Further, you can assign the number
Multip	use Multiple Line for each separate address. Further, you can assign the number single lines to the field.



4. Date: With Date, customers can select the date for the field.



5. Dropdown: When the input type is Dropdown, customers can choose ONLY ONE option from your selection list.

ropdown	
	~
Option 1	
Option 1 Option 2 Option 3	
Option 3	



6. Multiple Select: Customers can select MORE THAN ONE among your selection of options if you choose this input type.

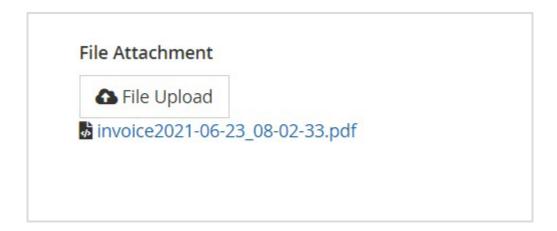


7. Yes/No: The field with this input type lets customers choose one of two options: Yes and No.



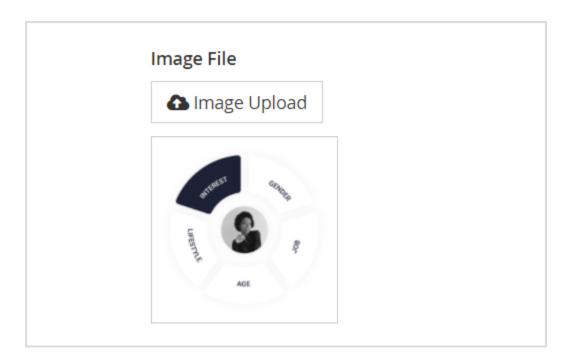


8. File Attachment: When you choose File Attachment, customers can upload any file they want (Word, Exel, PowerPoint, image, etc.). Besides, you can set file format (.pdf, .doc, .csv, .xlsx, .jpg, .pptx, etc.) and size limits on the file in bytes, that the user will be able to upload on the entry page.



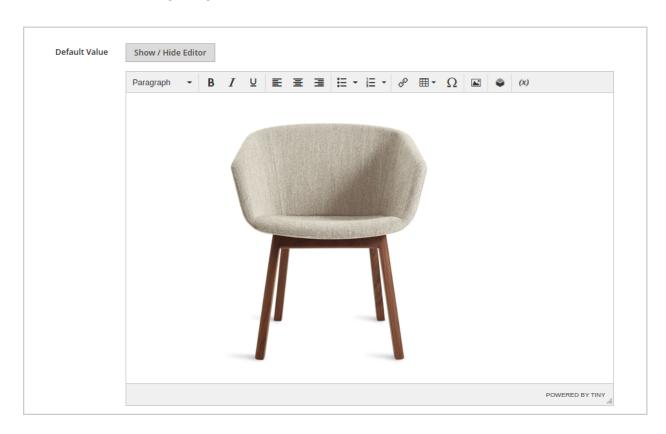


9. Image File: In this field with Image File, customers are allowed to upload just an image. Also, the File Extensions Property for the image field enables you to list the file types that customers can upload. Note that a comma separates these types.



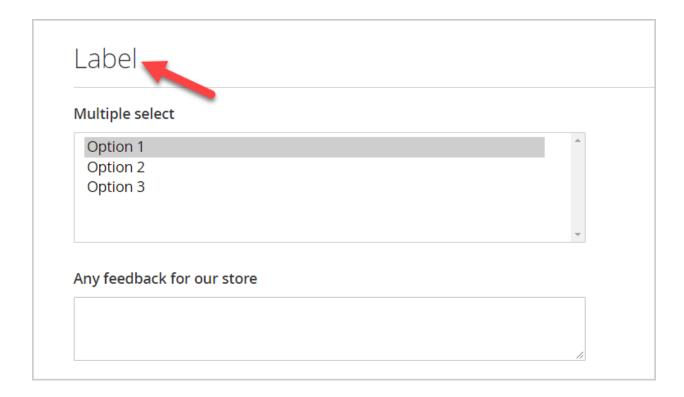


- 10. HTML: Those fields whose input type is HTML are not available for customers to fill up but admins in the backend. It's because the field with this input type enables entering codes, which attackers can then insert a malicious string that might cause harm to your website.
 - You must fill in its Default Value field when using this input type. Otherwise, its value field will not appear in the frontend.
 - The HTML input type provides you with an advanced set of tools to perform different work such as adding headings, styling texts (Bold, italic, underline), inserting images/links, etc.

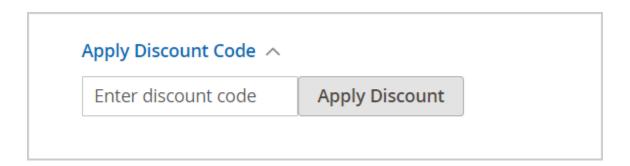




11. Label: This input type is often used to create the title for a section. For example, the title for related order attributes. That's why the font size of its label is set to be larger than others. One thing you need to note is, the attribute value is the same as the attribute name.



12. Apply Coupon Code: This input type is used to create a field in which customers can enter discount codes.





Make note:

- When you select Dropdown or Multiple select, there appears a section called Manage Option which allows you:
 - (1) add options (attributes value).
 - (2) preselect the default value by ticking its checkbox in Is Default.
 - (3) Click Delete to remove an option.





Value Required: When you choose Yes for Value Required, customers can't leave
the field blank. If customers don't fill the field out, a notification "This is a required
field" will show up right on the image below. For required attribute fields, their labels
are marked with a red asterisk.

•		



b. Advanced Attribute Properties

Advanced Attrib	oute Properties
Attribute Code	
	This is used internally. Make sure you don't use spaces or more than 60 symbols
Default Value	
Default Tooltip	
Д	This is the property to give hints to the field.
Input	None ▼

- Attribute Code: Set the code for the attribute. Make sure you do not use spaces
 or more than 60 characters. These characters are letters (a-z or A-Z), numbers
 (0-9), or underscore (_). And the first character should be a letter.
 - ❖ You can include attribute code in templates of sales order emails.
 - ❖ If you leave this field blank, it is based on the default value.
 - * Attribute code is used in sales-related emails (New Order, New Invoice, .ect).

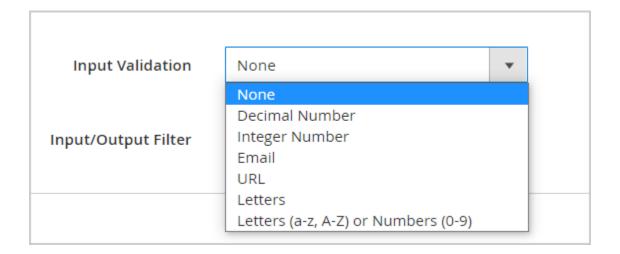


- **Default Value**: Set the value which will be, by default, prefilled on the checkout page.
- Make note:
- The Default Value field appears when the input types are Text Field, Text Area, Date, Yes/No, HTML.
- **Default Tooltip**: This field allows you to add specific instructions on filling the attribute field, helping customers know what they should fill in the field.





- Input Validation: Input Validation helps prevent customers from filling in the field with the wrong input format through a notification.
 - ❖ The Input Validation field shows up only when the input type is Text Field.
 - Six input validation rules specify the accepted value in the field:



❖ For example, when I created an order field in which customers must enter their email addresses. So the chosen input validation here is **Email**. If a customer provides invalid input for the field, a notification will appear like below:





4.2.2. Manage Labels & Tooltips

a. Manage Labels



- Enter the translated attribute label in each store view in case you are controlling multiple stores
- If you don't fill in these fields, the default label in the **Properties** tab will be used in all store views.

b. Manage Tooltips



• If you have different store views, enter the attribute's tooltip that matches the language of the store view. Otherwise, you can skip this section.



4.2.3. Display Settings

As mentioned earlier, this section allows you to manage the attribute display settings, including Frontend settings, backend settings, PDFs and Email settings, Advanced Settings.

a. Frontend Settings

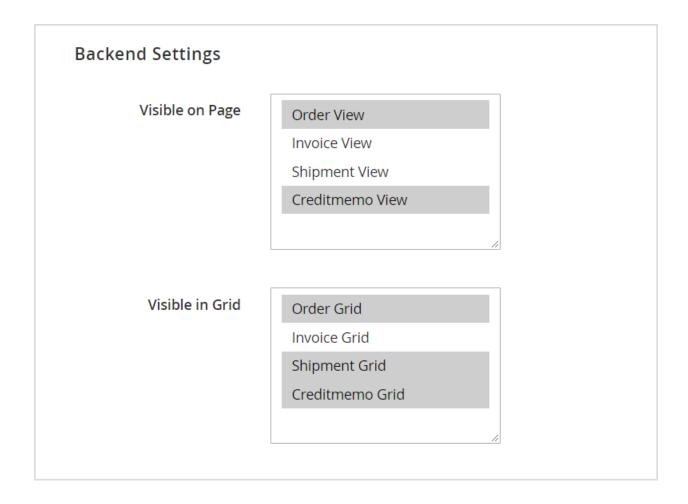
• **Visible on Page**: Select the frontend page that the order attribute appears:

Frontend Settings Visible on Page Checkout Page Customer Order View Customer Invoice View Customer Shipment View Customer Creditmemo View



b. Backend Settings

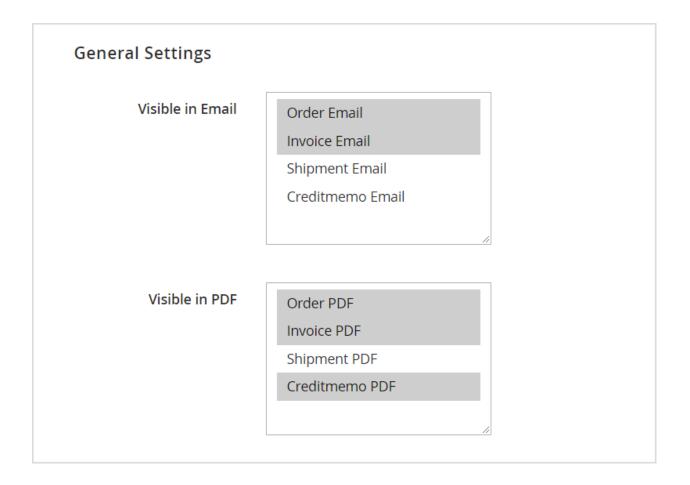
• Visible on Page & Visible in Grid: Select the positions in the backend to display the attribute.





c. General Settings

• Choose the email template(s) and PDF document(s) in which you want to include the attribute.



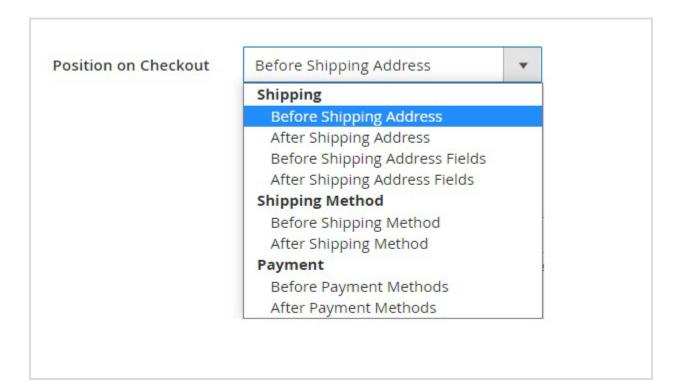


d. Advanced Settings

Advanced Settings	
Position on Checkout	Before Shipping Address ▼
Show Label	Yes Show the field label in frontend & backend order details and PDFs
Sort Order	The smaller the number is, the higher priority the attribute has
Show on Store View	All Store Views Main Website
	Main Website Store Default Store View Japan
Visible to Customer Group	NOT LOGGED IN General Wholesale Retailer



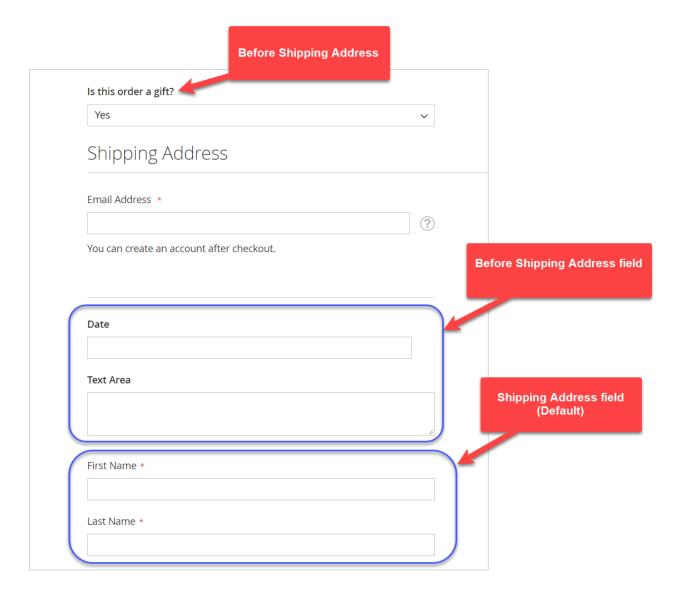
• **Position on Checkout**: Select the checkout position in which the attribute field is visible. There are six checkout positions to choose from:



- Make note:
- ❖ Be sure you are not logged in to identify each position quickly.

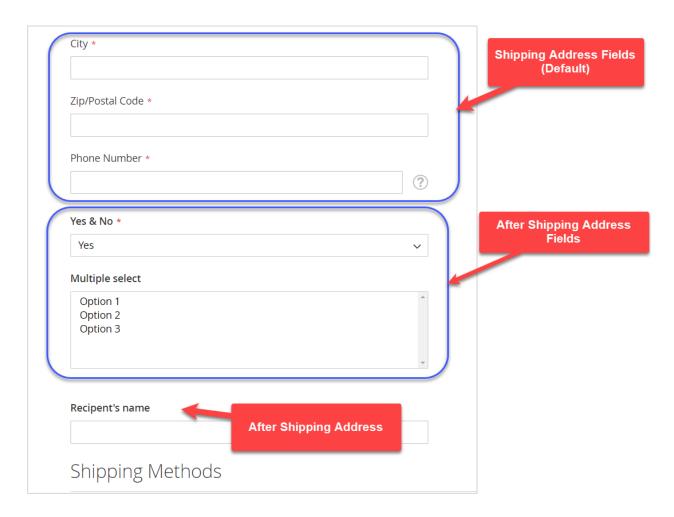


- Shipping Address
- + Before Shipping Address & Before Shipping Address Field:



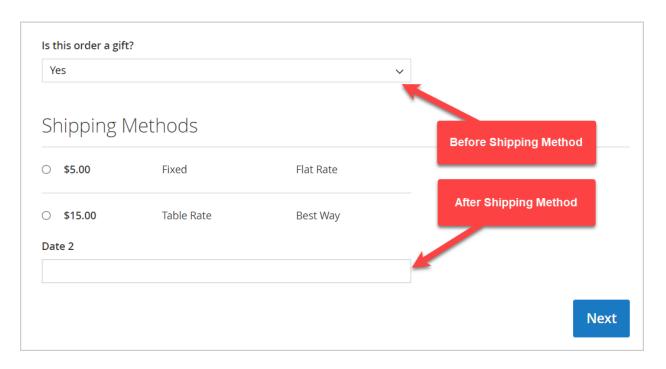


+ After Shipping Address & After Shipping Address Field:



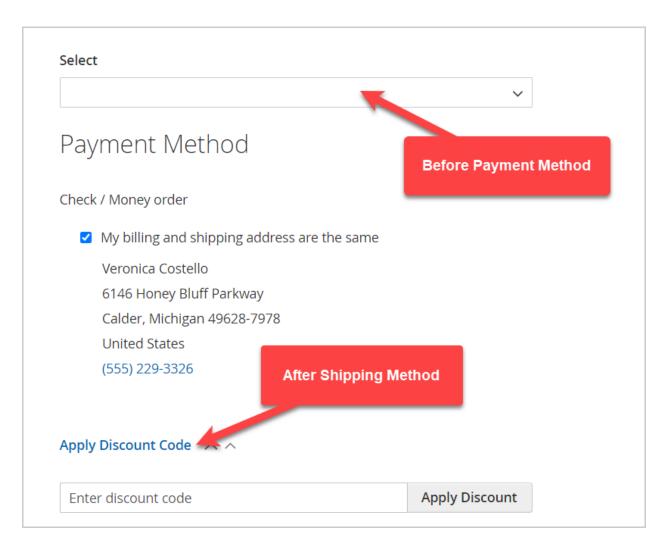


- Shipping Methods:





- Payment Methods:





• **Show Label**: Choose **Yes/No** to show/hide the attribute label in both backend and frontend order details and PDFs. If you choose No, only its attribute value(s) are displayed in these positions. Below is an illustration image.

Additional Information

- i Is this order a gift?: Yes
- i I want playful prints and sophisticated classics, to gift wrap that's on trend with the current season.

Gift message: On your special day, I wish you an abundance of joy, happiness, and love. You truly deserve it! Happy Birthday!

- i Recipent's name: Jane Dong
- i Please let us know your expected delivery date: 07/29/2021
- i Did you have any problems when placing your order?: No
- Sort Order: Enter a number to define the order of the attribute field at a step of checkout. If you want to change the order between the attribute fields A and B, make sure they are at the same checkout step.
 - ❖ The smaller the number is, the higher the priority is. Therefore, attributes with higher priority will be displayed above.
 - If you leave the field blank, the Sort Order will be automatically set to 0 after being saved.
 - ❖ If several fields whose sort order is set to 0, their positions are determined by the creation time. The more recently the attribute is created, the more prior the attribute is.
 - ❖ Sort Order is particularly useful when one attribute is dependent on another. Once you've chosen a specific attribute value(s) of the parent attribute(s), the child attribute field should appear right below the parent one. This makes the filling logical and convenient for your customers.

Order Attributes

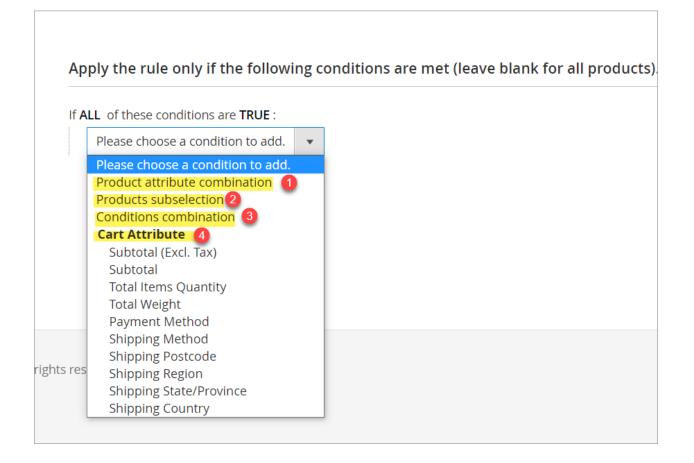


- **Show on Store View**: Select the store view to show the attribute in.
- Visible to Customer Group: Select the customer group that can see the attribute.

4.2.4. Conditions

This feature helps you to assign specific order attributes to the cart that matches given conditions. There are four types of conditions you can set:

- Product Attribute Combination
- Product Subselection
- Condition Combinations
- Cart Attribute





- a. Product Attribute Combination: enables you to set conditions for an order attribute to display using:
 - Product attributes (Color, Size, Material, .etc)
 - ❖ Cart item attributes (Price in cart, Quantity in cart, Row total in cart).

For instance, we want to give our customers 15% off all summer products. Then, we'll create an order attribute named **Apply Coupon Code**. This attribute will be set to show on the checkout page if a customer's cart has any summer product.

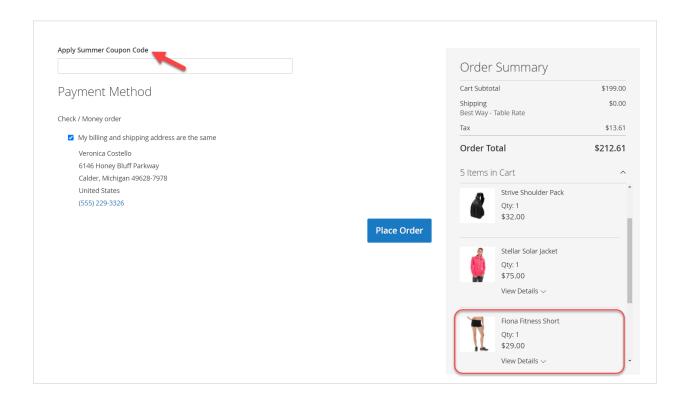
The chosen product attribute here is *Climate*, and its value is *Hot*.

ALL of these	onditions are TRUE :
If an item is F	OUND in the cart with ALL of these conditions true:
Climate co	ntains Hot 😣
•	
(h)	





Here is the result:





b. Product Subselection: The condition is applied for the specified quantity or amount of certain items in the cart. And these items must satisfy a given sub-condition. As a result, the attribute will appear on the checkout page.

For example, the **Voucher Code** attribute field will show on the checkout page when the cart satisfies the following condition: The cart must contain three items and must be all Black.

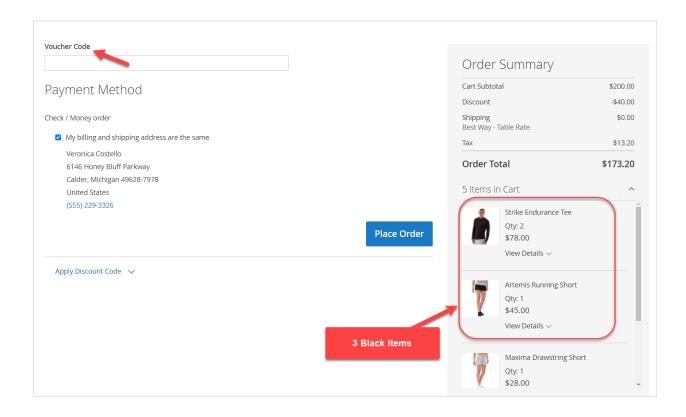
If there are no black items or the total number of black items is not 3 (more than or fewer than), then the attribute field will not appear.

L of these cond	litions are TRUE :
total quantity	is 3 for a subselection of items in cart matching ALL of these conditions: 😵
Color is Black	⊗
•	
€	





Here is the result:







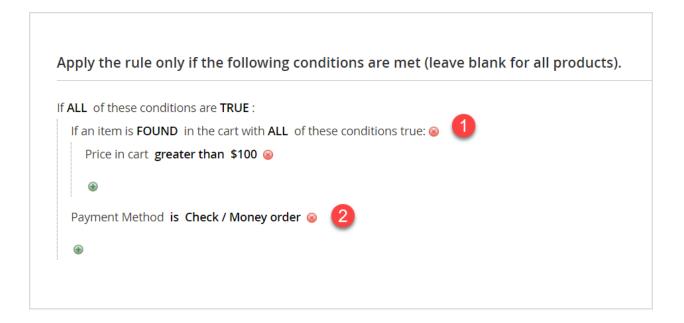
c. **Conditions Combination**: This allows you to combine at least 2 of the other three condition types, which are often used for complex situations.

In the example below, I applied two types of conditions to the **Coupon Code** order attribute field at once:

- (1) Product Attribute Combination (particularly Cart Item Attribute)
- (2) Cart Attribute.

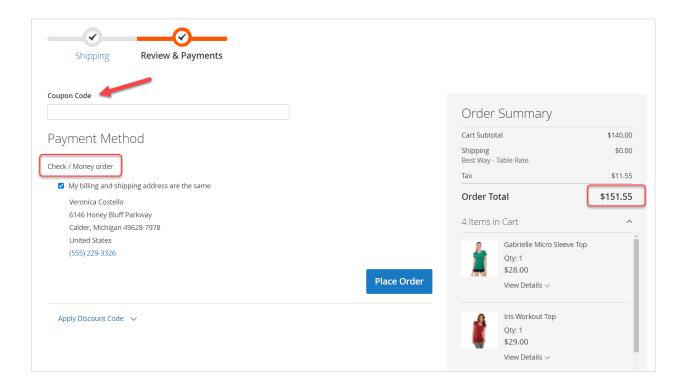
The logic here is: **Show the Coupon Code** field when a customer:

- + spends more than \$100
- + and pays with Check/Money order.





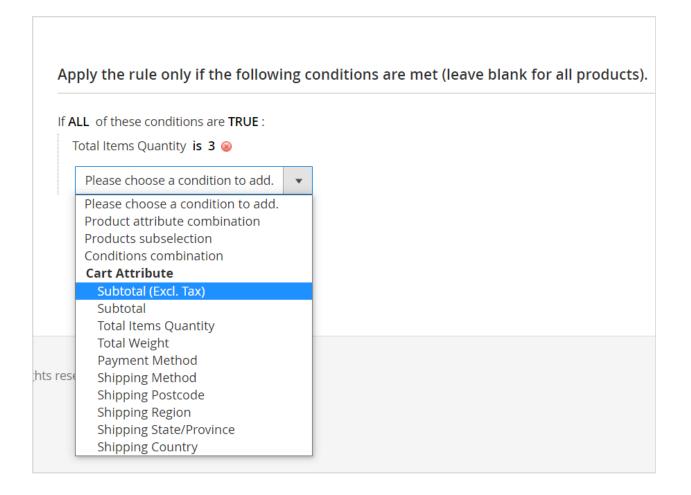
Let's check the frontend:





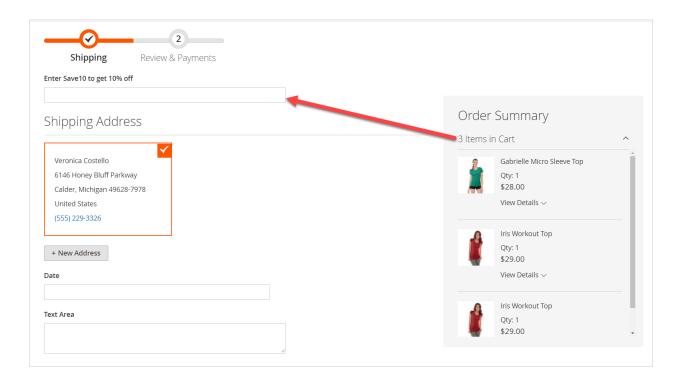
a. Cart Attribute: This allows you to set conditions based on cart attributes (Subtotal, Total Items Quantity, Total Weight, Shipping Method, etc.) to show an order attribute on the checkout page.

Let me give you an example. To display the attribute field "Enter Save10 to get 10% off" when a customer's cart has three items in total, I will use the Total Items Quantity cart attribute to set the condition.





Let's check the frontend:





V) Dependent Order Attributes

This section will guide you on creating dependencies between order attributes - specifically to show or hide order fields depending on a user's selection.

Make note:

Their input types must be the following so that you can create attribute dependencies:

- Dropdown
- Multiple Select
- Yes/No



Here is our workspace:

Cond	ditional Form Fields			
IF	CONDITIONS ◆ ADD CONDITION ROW	ACTIONS THEN ADD ACTION ROW		
	ADD ACTION ROW ADD ACTION ROW			

There are two parts: Conditions and Actions.

- The **CONDITIONS** column lets you add **If** statements.
- The **ACTIONS** allows adding **Then** statements.

Simply put, if your customer's answers match the set conditions, these actions will be triggered.

5.1. Basic Conditional Logic

Let me give you a specific example:

- Parent attribute: Is this order a gift?
- Dependent attribute: Let us know if you have a color/theme preference.

We'll set the logic to say: Show the order attribute field "Let us know if you have a color/theme preference" on the checkout page if the parent attribute "Is this order a gift" is set to Yes.

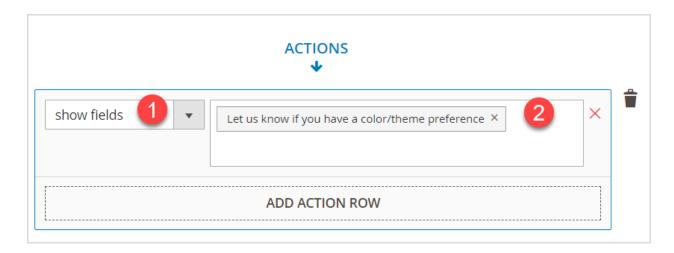


Step 1: Under Condition, click Add Condition Row.



- (1) Select "Is this order a gift?" as a parent attribute.
- (2) Choose "is" to affirm the specified attribute value.
- (3) Pick Yes as the specified attribute value.

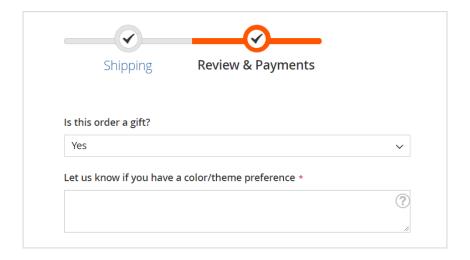
Step 2: Under Actions, have a click on Add Actions Row.



- (1) Choose "**show fields**" to cause the dependent field to be shown when the condition is met.
- (2) Select the attribute "Let us know if you have a color/theme preference" as the dependent one.

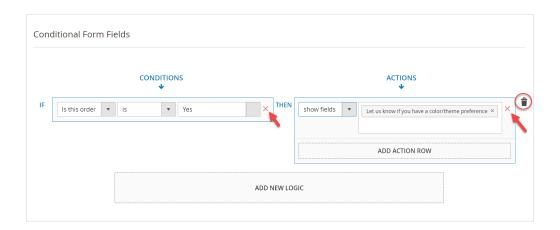


Let's see the result in the front end. Now, when we select the **Yes** option in the field "**Is** this order a gift?", the dependent field "**Let us know if you have a color/theme** preference" will show up. Otherwise, this child field will remain hidden.



NOTE:

- Suppose you want to replace the **If** statement or **Then** statement with another, click on the red Delete icon. Then, add your desired one as a replacement.
- To remove the entire conditional rule, click the trash bin icon on the right side of the table.





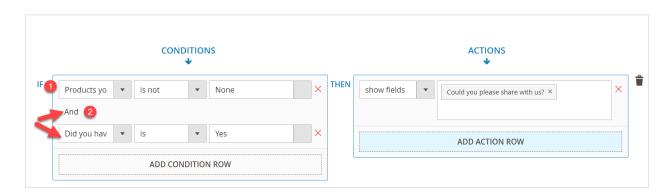
5.2. Complex Conditional Logic

You may find that a single conditional logic rule cannot serve some complex situations. No worries. With **Magento 2 Order Attributes**, you can add as many conditions as you want.

NOTE: When adding multiple conditions, be sure that they don't conflict with one another. Let me show you an example:

- (1) Determine the first rule: Show the "Could you please share with us?" dependent field if a customer chooses None for the "Products you've purchased from us" field. It means any option except None causes the dependent field to appear.
- (2) We have just created the first condition set. Next, we need to choose **AND or OR** conditional logic for the second condition.

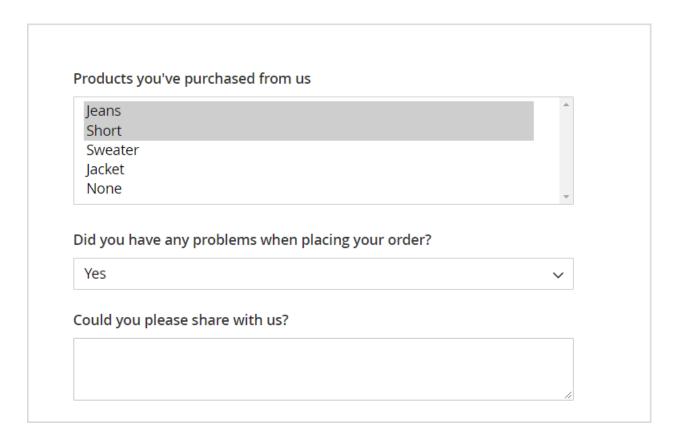
In this case, we want the field "Could you please share with us?" to display on the checkout page if a customer selects any option(s) except None (Jeans, Short, Jacket, or Sweater) AND also has problems with his orders. Therefore, we'll directly click on And to add And logic.







❖ After done, hit Save. As a result, the "Could you please share with us?" field will only appear if both of these conditions are met.





VI) Include Order Attributes in Emails

To let customers know the answers they have given for each order field, you can include them in templates of correspondence emails (sale-related emails).

Take the New Order email template as an example. Below are two major steps to follow:

Step 1: Create a New Order email template including order attributes.

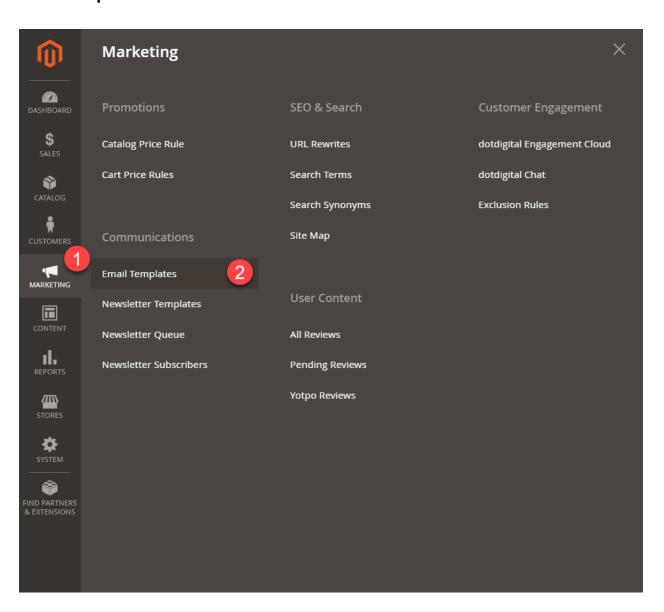
Step 2: Set the newly-created email template as the default New Order one.

Now we will show you how.



Step 1: Create a new order email template including order attributes.

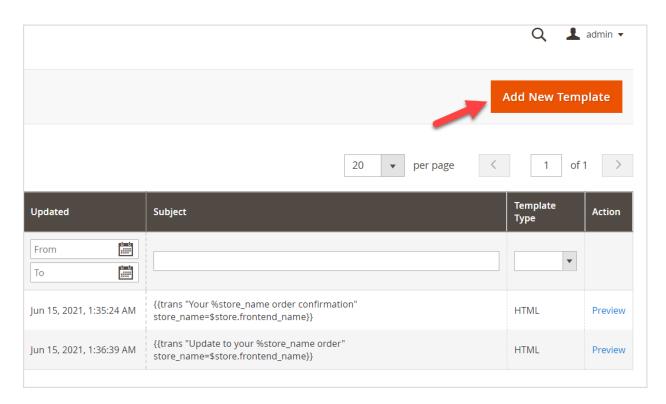
From the admin sidebar, go to Marketing → Communications → Email
 Templates.





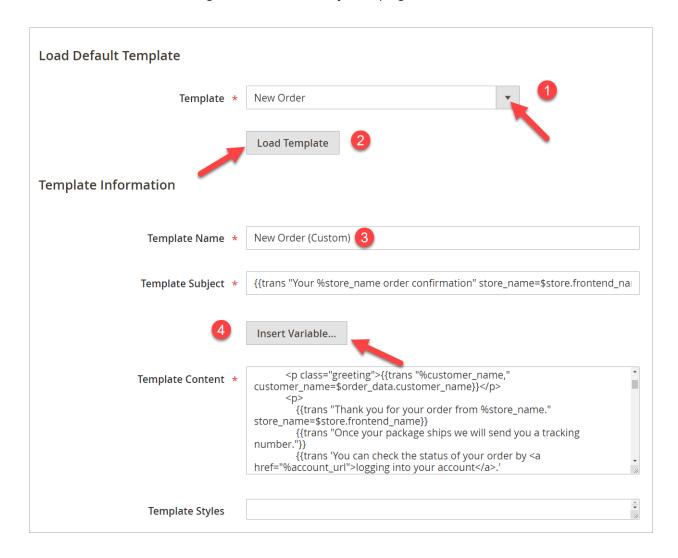
Order Attributes

• You will be redirected to an email template grid. To start, click **Add New Template**.





You are now landing on the New Template page.



- (1) In the **Template** drop-down menu, select the **New Order (Custom)** email template.
- (2) Click **Load Template**. The value of the field **Template Subject** and **Template Content** will then appear at once.
- (3) Template name: New Order.

Order Attributes



(4) Click **Insert Variable** to choose the order attribute you want to insert the attribute into **Template Content**.

Template Variables

Custom Order Attribute: Apply Coupon Code Custom Order Attribute: Is this order a gift?

Custom Order Attribute: Products you've purchased from us

Custom Order Attribute: Let us know if you have a color/theme preference Custom Order Attribute: Did you have any problems when placing your order?

Custom Order Attribute: Could you please share with us?

Custom Order Attribute: Gift message Custom Order Attribute: Recipent's name

Custom Order Attribute: Please let us know your expected delivery date

Billing Address

Email Order Note

Order Id

Order Items Grid

Payment Details

Shipping Address

Shipping Description

Shipping message

Order Created At (datetime)

Store Frontend Name

Store Phone

Store Email

Store Hours

Customer Account URL

Order Type

Order

Order DB Id

Customer Name



In this case, we added 3 order attributes **Recipient's name**, **Gift message**, and **Apply Coupon Code** to the email template.

```
Template Content *
                            {{depend order_data.is_not_virtual}}
                             <h3>{{trans "Shipping Method"}}</h3>
                              {{var order.shipping_description}}
                              {{if shipping_msg}}
                              {{var shipping_msg}}
                              {{/if}}
                            {{/depend}}
                    <strong>{{trans "Recipent's name: "}}</strong> {{var
                    order.recipent_s_name}}
                   <strong>{{trans "Gift message: "}}</strong> {{var order.gift_message}}
                   {{trans "Apply Coupon Code: "}}{{var $order.apply_coupon_code}}
                        {{layout handle="sales_email_order_items" order_id=$order_id area="frontend"}}
                     <[template config_path="design/email/footer_template"}}{{var shipping_msg}}</p>
```

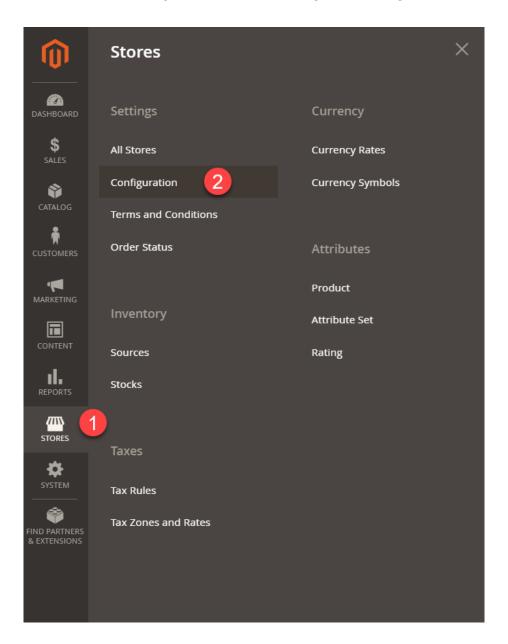
• After finishing, click Save Template.



Step 2: Set the newly-created template as the default one.

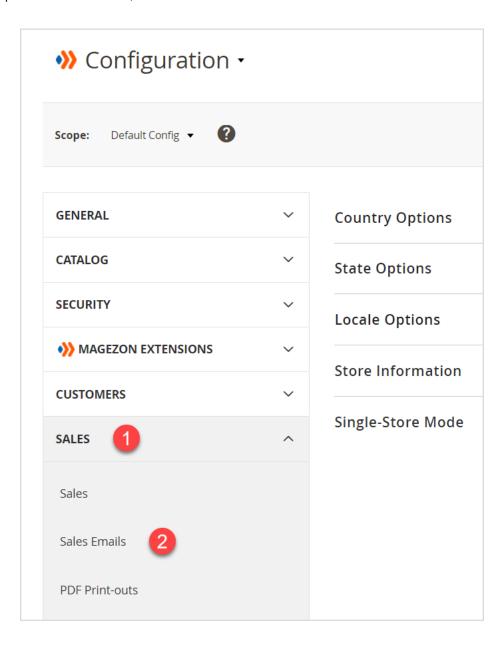
After adding order attributes to the email template, we need to set the newly-created template as the default New Order template. Below are the steps to follow:

From the admin sidebar, go to Store → Settings → Configuration.





• Expand Sales. Then, choose Sales Emails.

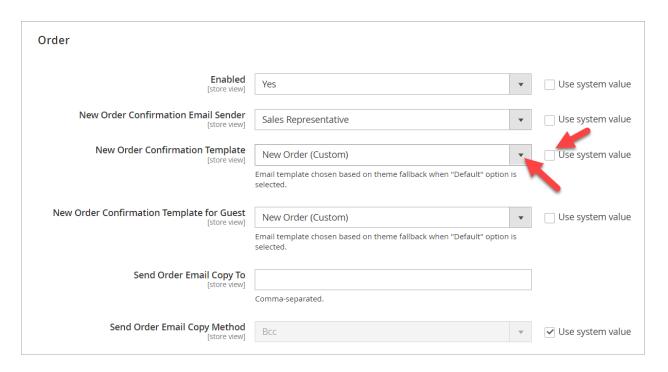




• Then, you will be redirected to the **Sales Emails Configuration** page.

Under Order:

- (1) Untick **Use system value** that enables selecting any template.
- (2) Choose the template named New Order (Custom) from the dropdown list.



• Hit Save Config.



Let's see how the email looks like:

Veronica Costello,

Thank you for your order from Main Website Store. Once your package ships we will send you a tracking number. You can check the status of your order by logging into your account.

If you have questions about your order, you can email us at support@example.com.

Your Order #000000120

Placed on Jul 12, 2021, 1:20:55 AM

Billing Info Shipping Info

Veronica Costello Veronica Costello

6146 Honey Bluff Parkway 6146 Honey Bluff Parkway Calder, Michigan, 49628-7978 Calder, Michigan, 49628-7978

United States United States T: (555) 229-3326 T: (555) 229-3326

Payment Method Shipping Method

Check / Money order Best Way - Table Rate

Addtional Information

Recipent's name: Jane Dong

Gift message: On your special day, I wish you an abundance of joy, happiness, and love. You truly deserve it! Happy Birthday!

Apply Coupon Code:

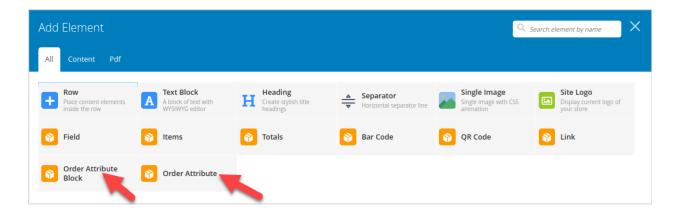
Items	Qty	Price
Strike Endurance Tee	2	\$78.00
SKU: MS08-S-Black		
Size		
ς		



VII) Compatible with Magento 2 PDF Customizer

Magento 2 PDF Customizer lets you build beautiful PDF sales documents: Invoice, Order, Shipment, and Credit Memo using an intuitive drag and drop editor. No need for coding skills.

When installed with **Magento 2 Order Attributes**, PDF Customizer has two extra elements named Order Attributes and Order Attributes Block. The Order Attributes element helps you add separate order attributes to sales documents. Meanwhile, the other one lets you create a block that contains a title and a group of order attributes right below.





VIII) Support

If you have any questions or need any support, feel free to contact us by following ways. We will get back to you within 24 hours since you submit your support request.

- Submit the contact form.
- Email us at support@magezon.com.
- Submit a ticket.
- Contact us through Skype: support@magezon.com.
- Contact us via live chat on our website: magezon.com.