

MERGE CUSTOMER ACCOUNTS



User Guide

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Extension Installation

1. Log out from Magento Admin panel if you are logged in
2. Unzip the contents of the 'extension' from the zip file purchased from CommerceExtensions and upload to your Magento root folder
3. Log into Magento Admin Panel
4. If Cache Control is enabled in Magento go to 'System > Cache Management' section, select 'Refresh' under 'All Cache' drop-down menu and press 'Save Cache Settings'

Extension Overview

The Merge Customer Accounts Extension will allow you to merge any customer accounts together. It will merge the following

- Transfers ALL sales/orders and related order data
- Transfers downloadable product links from merging customer to master
- Transfers all customer addresses from merging customer to master
- Deletes merging customer once merge is complete

Extension Usage

Once the extension is installed you can find it in the admin panel under Customers -> Manage Customers. Select the “Master” customer you want to merge your customer account(s) too and click to edit. Now you will see the new button “Merge Customers”.

The screenshot shows the Magento Admin Panel interface. The top navigation bar includes 'Dashboard', 'Sales', 'Catalog', 'Mobile', 'Customers', 'Promotions', 'Newsletter', 'CMS', 'Reports', and 'System'. The 'Customers' menu is active. Below the navigation bar, there is a 'Global Record Search' field and a 'Landed in as admin' status. The main content area is titled 'Customer Information' and shows a customer's profile. A red box highlights the 'Merge Customers' button in the top right corner of the customer information section. Other buttons visible include 'Back', 'Reset', 'Create Order', 'Delete Customer', 'Save Customer', and 'Save and Continue Edit'.

Once you click on “Merge Customers” You will get a grid of all customers. From here you just select the customer you want to merge and then click “Complete Merging Customer”. See below

The screenshot shows the 'Complete Merging Customer' dialog box. The dialog has a title bar that says 'Then Click Complete Merging Customer'. Inside the dialog, there is a section titled 'Merge Customer with as as' and a 'Customer To Be Merged' section. The 'Customer To Be Merged' section shows 'Customer Name: 1 t' and 'Customer ID: 2'. Below this, there is a table with columns for 'ID', 'Name', 'Email', 'Telephone', 'ZIP', 'Country', and 'State/Province'. The table contains three rows of customer data. A red arrow points to the 'Complete Merging Customer' button, and another red arrow points to the first row of the customer grid. The dialog also includes a 'Clear Selection' button and a 'Search' button.

ID	Name	Email	Telephone	ZIP	Country	State/Province
5 30 28		as@sa.co	121-121-1121	12111	United States	
2 11		t@.com	121-121-1211	12121	United States	Florida
1 102 adf		edf@fsad.com	121-112-1212	12121	United States	Florida

Once complete you will get a success message.

The screenshot shows the Magento Admin Panel interface. At the top, there is a navigation bar with 'Customers' selected. A success message is displayed: 'The customer has been merged to the master account.' Below this, there are several action buttons: 'Back', 'Reset', 'Create Order', 'Delete Customer', 'Merge Customers', 'Save Customer', and 'Save and Continue Edit'. The main content area is divided into 'Personal Information' and 'Sales Statistics' sections.

Personal Information

Last Logged In:	Never (Offline)	Default Billing Address:
Confirmed email:	Confirmed	as as
Account Created on:		120 st
Account Created on (America/New_York):	Apr 22, 2014 6:40:24 PM	usa, 12111
Account Created in:	Default Store View	United States
Customer Group:	General	T. 121-121-1121
		F. admin

Sales Statistics

Website	Store	Store View	Lifetime Sales	Average Sale
Main Website	Main Website Store	Default Store View	\$560.00	\$140.00

Support

CommerceExtensions offers FREE 1 hour of email support and 6 months of updates for any extension developed for Magento.

If you need support related to CommerceExtensions extension usage, feel free to contact me at scottbolasevich@gmail.com