

GUEST CHECKOUT TO REGISTERED CUSTOMERS  
FOR MAGENTO 2



User Guide

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## Extension Overview

Magento 2 is a great shopping cart system with an excellent one page checkout. Unfortunately many other shopping carts out there have a very long checkout process. Ecommerce shoppers like myself generally do not want to enter additional information, set up additional accounts; so they opt for guest checkout and as a ecommerce store owner you are aware many customers have a change of heart and like to be able to get status updates about their order. This extension now gives you the ability to convert guest checkout customers to general/wholesale/etc any customer group of your choice. Everything is integrated in magento 2 admin and it displays a list of guest checkout orders available for conversion and you can select which customers/orders you want to convert and on conversion a new password is generated and that user is emailed the information (see attached screenshots). All order information and customer information is transferred over.

### FEATURES:

- Ability to convert guests and their guest orders to customer manually via magento admin
- Optional choice of adding a button to successful checkout page for users to optionally convert to an account if they decide they want it after checkout is complete
- Ability to automatically convert guests / guest orders to customer account at time of checkout. You can enable/disable this option via magento admin
- Ability to convert guest checkout customers to general/wholesale/etc any customer group of your choice.

## Extension Installation

1. Log out from Magento Admin panel if you are logged in
2. Unpack the contents of the zip file purchased and VIA ftp and upload the app folder to your magento install root.
3. Login via SSH and Clear cache using command  
`php -f bin/magento cache:flush`
4. After uncompressing the guest to registered customer import/export package (zip file), you should have one folder: app

Upload everything in the app/\* folder to your app/\* folder.

5. SSH into your magento server and run command via ssh in root of magento install to install module

```
php -f bin/magento setup:upgrade
```

and

```
php -d memory_limit=1024M -f bin/magento setup:di:compile
```

## Extension Usage

To use the extension it is pretty straight forward just select the guest customers/orders you want to convert to registered customer account and what customer group to create for the new customers and click “Submit form” (see below)

The screenshot displays the 'Guests To Registered Customers' interface. At the top, there is a search bar and a 'Reset Filter' button. Below that, a table lists guest orders. The table has the following columns: Order #, Purchased On, First Name, Last Name, Bill First Name, Bill Last Name, Ship First Name, Ship Last Name, Email, Status, and Action. Two records are shown:

Order #	Purchased On	First Name	Last Name	Bill First Name	Bill Last Name	Ship First Name	Ship Last Name	Email	Status	Action
00000004	04/22/2016, 11:46:32 AM			Scott	Bilowich	Scott	Bilowich	scott@bnet.com	Pending	View Order
00000002	04/22/2016, 11:38:03 AM			test	test	test	test	test@gmail.com	Pending	View Order

At the bottom of the interface, there is a copyright notice: 'Copyright © 2016 Magento Commerce Inc. All rights reserved.' and the version information: 'Magento 2.1.1'.

You can also turn adjust settings in magento admin stores -> configuration. On the left hand tab look for “**Guests To Customers**” (see below)

The screenshot shows the 'Configuration' page for the 'Guests To Registered Customers' extension. The left sidebar contains a navigation menu with categories like KLAVIYO, MAGESHDE, GENERAL, CATALOG, SECURITY, CUSTOMERS, AHEADWORKS EXTENSIONS, and VOTPO. The main content area is titled 'Guests To Registered Customers' and contains the following settings:

- Enable Automatic Guest to Customer Account At Checkout**: No
- Disable New Customer Email**: No
- Select Customer Group (only used for automatic merge)**: NOT LOGGED IN
- Email Sender**: General Contact
- Email Template**: Notify email sending (Default)
- Email Recipients (BCC)**: (empty field)

At the bottom right of the configuration area, there is a note: 'comma separated list of email addresses'. A 'Save Config' button is located at the top right of the configuration area.

**Email Sender:** Configure who the email template is being sent from. Default is general contact

**Email Template:** Select the email template used that will be send to notify a user they have been converted to a customer.

**Email Receipts:** Here you can add (BCC) any additional email address on this email notification

# Support

CommerceExtensions offers only PAID support and 6 months of free updates from date of purchase for all magento extensions.

If you need paid support related to CommerceExtensions extension usage, feel free to contact me at [scottbolasevich@gmail.com](mailto:scottbolasevich@gmail.com)