EXTRA CUSTOMER FIELDS

Collect additional information from customers when they create an account

through the registration form or checkout page

A product of ETS-Soft

CONTENTS

I.   INTRODUCTION

The more customer information you have, the better opportunities to sell and promote your products. PrestaShop typically only saves the data that customers enter on the registration form or checkout page. However, this is extremely basic information, which is obviously insufficient.

"**Extra Customer Fields**" - **Add extra fields to the registration form and checkout page**. Collect additional customer information when they create an account or place an order.

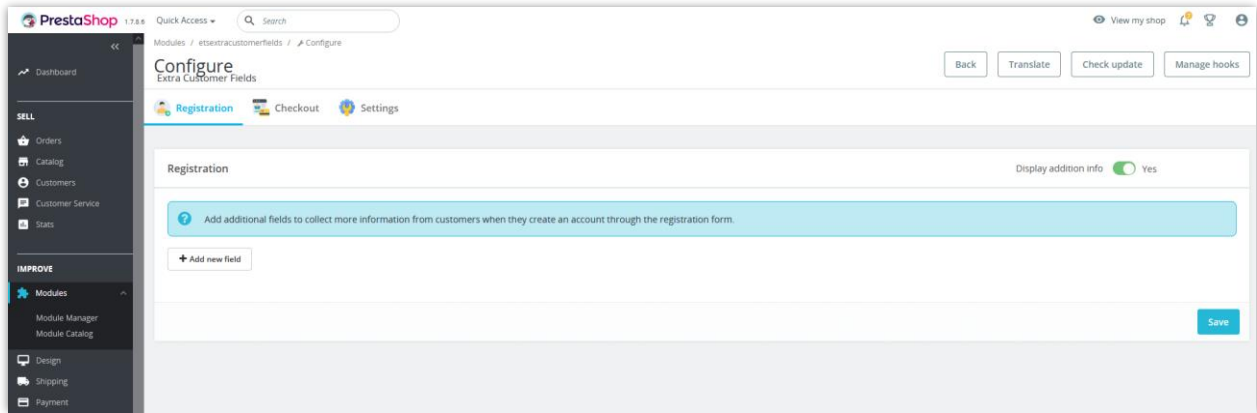*"**Extra Customer Fields**" is compatible with PrestaShop 1.7.x

II.   INSTALLATION

- Navigate to "**Modules / Modules Manager**" > click on "**Upload a module / Select file**".
- Select the module file "**etsextracustomerfields.zip**" from your computer then click on "**Open**" to install.
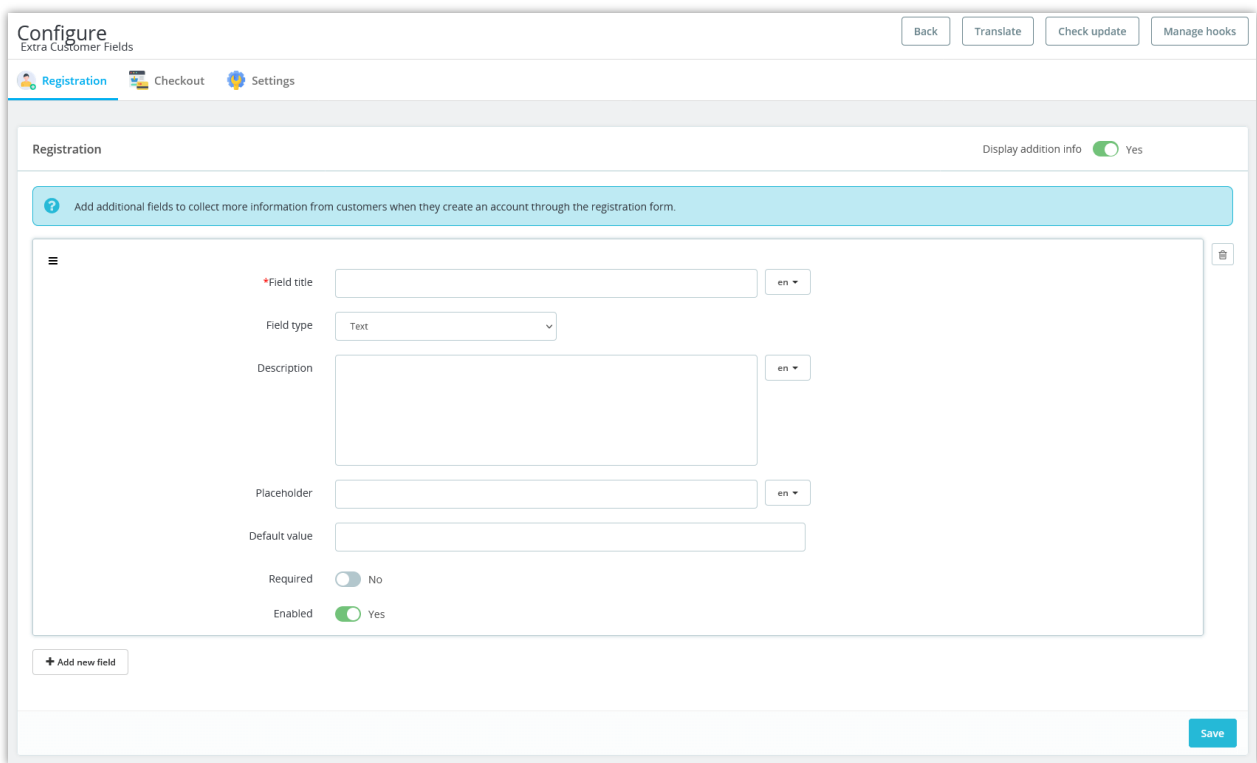
III.   CONFIGURATION

From your installed module list (located at **"Modules/Module Manager"**), find **"Extra Customer Fields"** then click on the "**Configure**" button to open its configuration page.

1. Registration

From this page, you can add addition fields to collect more information from customers when they create an account through the registration form.

Click on the "**Add new field**" button to add a new field.

- Enter the field title. You can add title for multiple languages.
- Select the field type. This module allows you to add the following field types: *text, text area, radio button, checkbox, select, file, image, date time, date, number, HTML*.
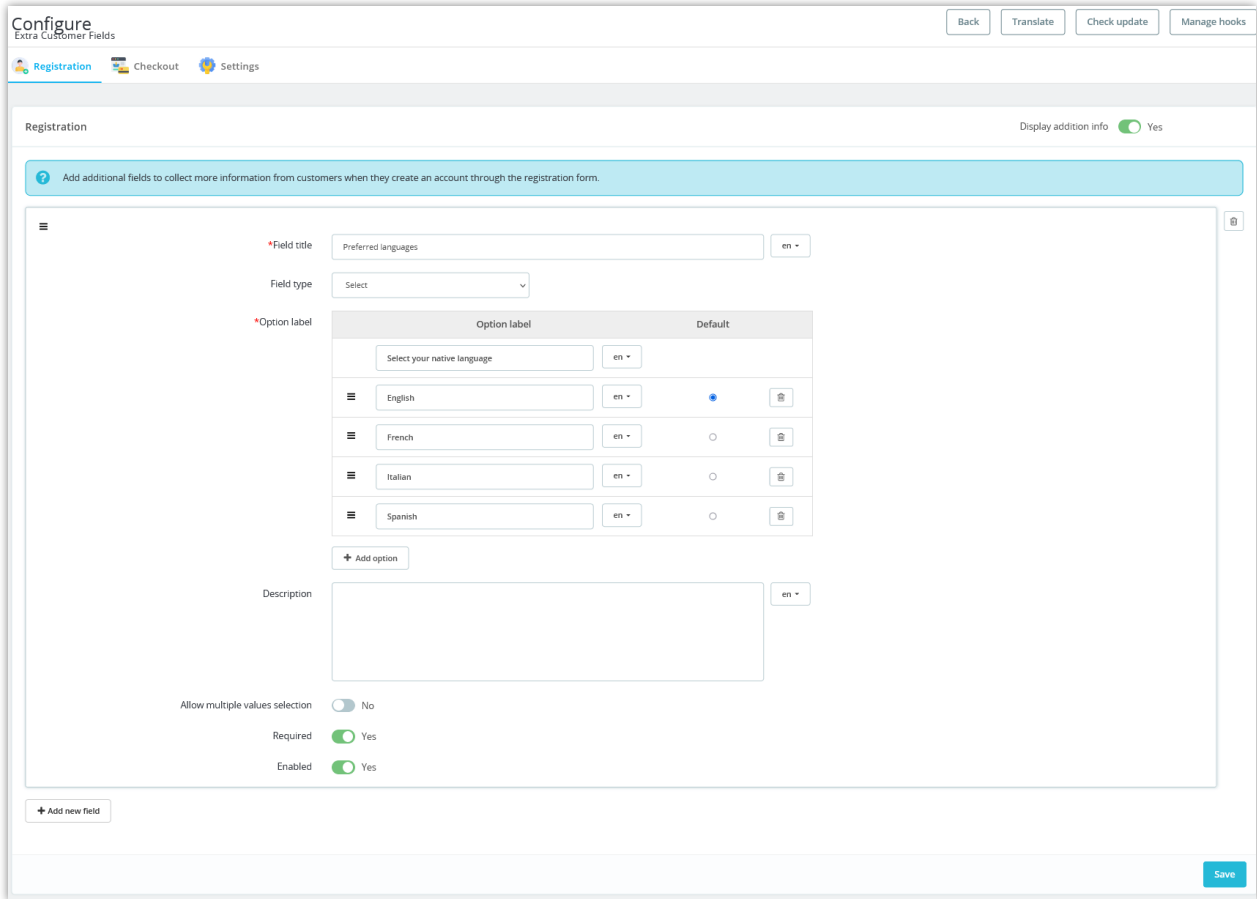
- Enter the description for your field.

- Enter the placeholder for the addition field.

- Set the field as required or not.

- Enable/disable the new field.

- Click on "**Save**" button to finish.

Here is an example of adding a select type field:

You can add an unlimited number of additional fields. Drag and drop field name to sort order.
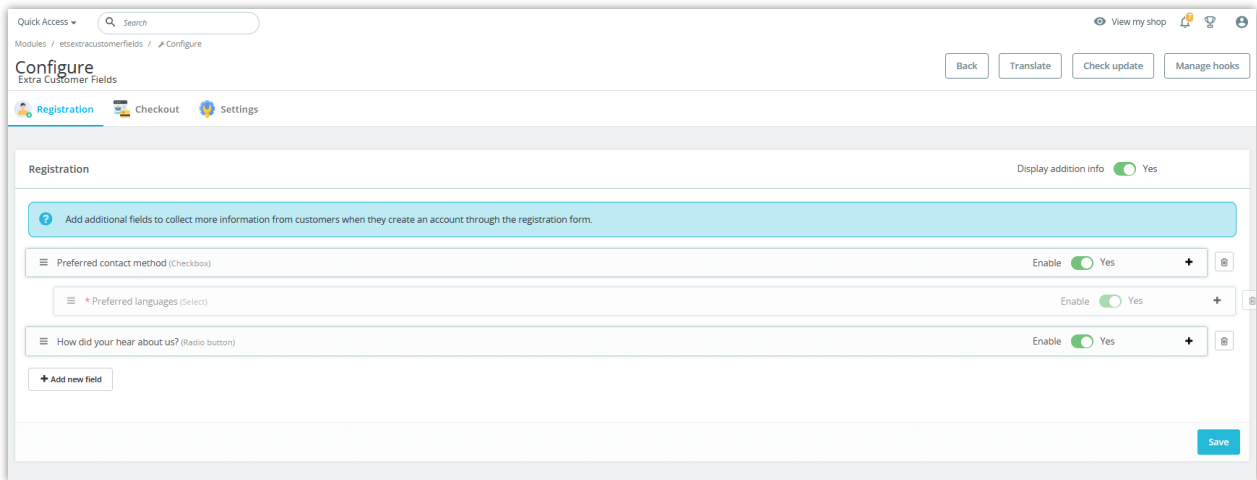
The additional fields will appear on customer registration form on the front office:

my store

Home / Create an account

Create an account

Already have an account? Log in instead!

Social title ◯ Mr. ◯ Mrs.

First name
Only letters and the dot (.) character, followed by a space, are allowed.

Last name
Only letters and the dot (.) character, followed by a space, are allowed.

Email

Password | SHOW

Birthdate | MM/DD/YYYY | Optional
_(E.g.: 05/31/1970)_

☐ Receive offers from our partners

☐ Customer data privacy
The personal data you provide is used to answer queries, process orders or allow access to specific information. You have the right to modify and delete all the personal information found in the "My Account" page.

☐ Sign up for our newsletter
You may unsubscribe at any moment. For that purpose, please find our contact info in the legal notice.

☐ I agree to the terms and conditions and the privacy policy

Preferred contact method
☐ Phone
☑ Email
☐ Text
☐ Instant message
☐ Other

Optional

Preferred language | Select your native language ▾

How did you hear about us?
◯ Newspaper
◉ Internet
◯ Magazine
◯ Other

Optional

SAVE

Get our latest news and special sales | Your email address | **SUBSCRIBE**

You may unsubscribe at any moment. For that purpose, please find our contact info in the legal notice.

☐ Enim quis fugiat consequat elit minim nisi eu occaecat occaecat deserunt aliquip nisi ex deserunt.

You can view the additional information of newly registration customers from "**Customers**" listing page > "**View**" customer:

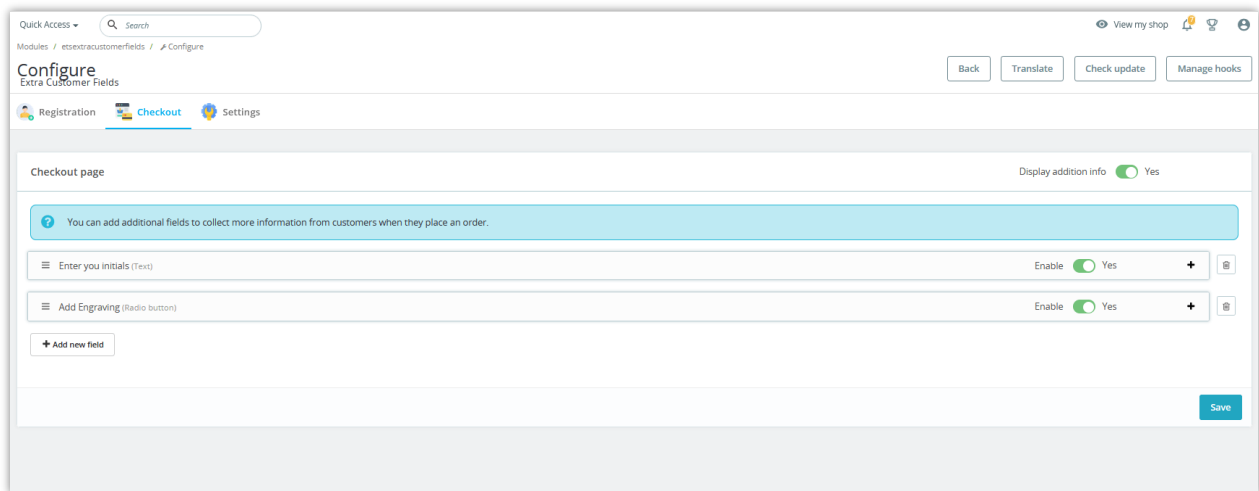On the detailed customer page, you will find "**Additional info**" section that contains the additional information gathered from the registration form.
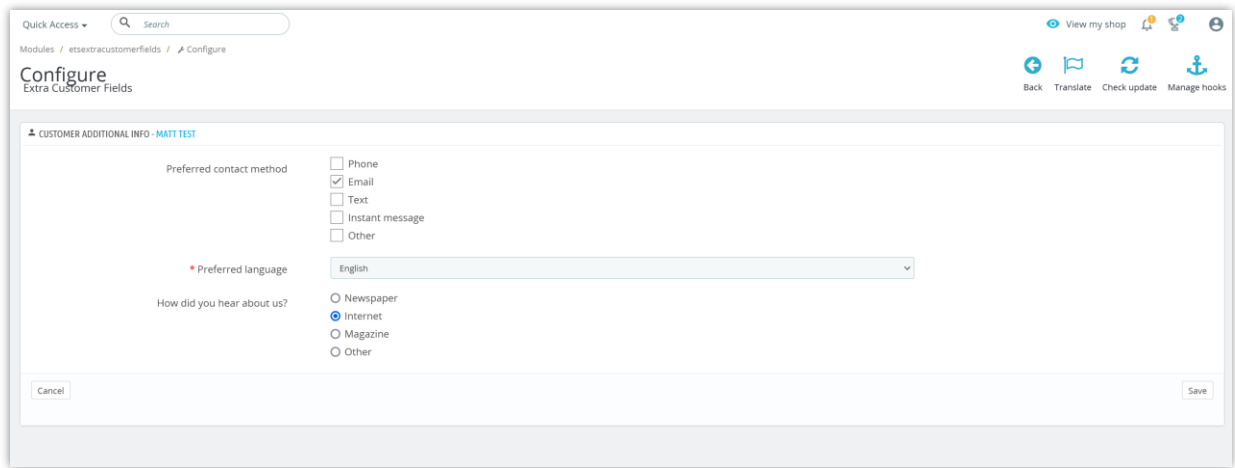
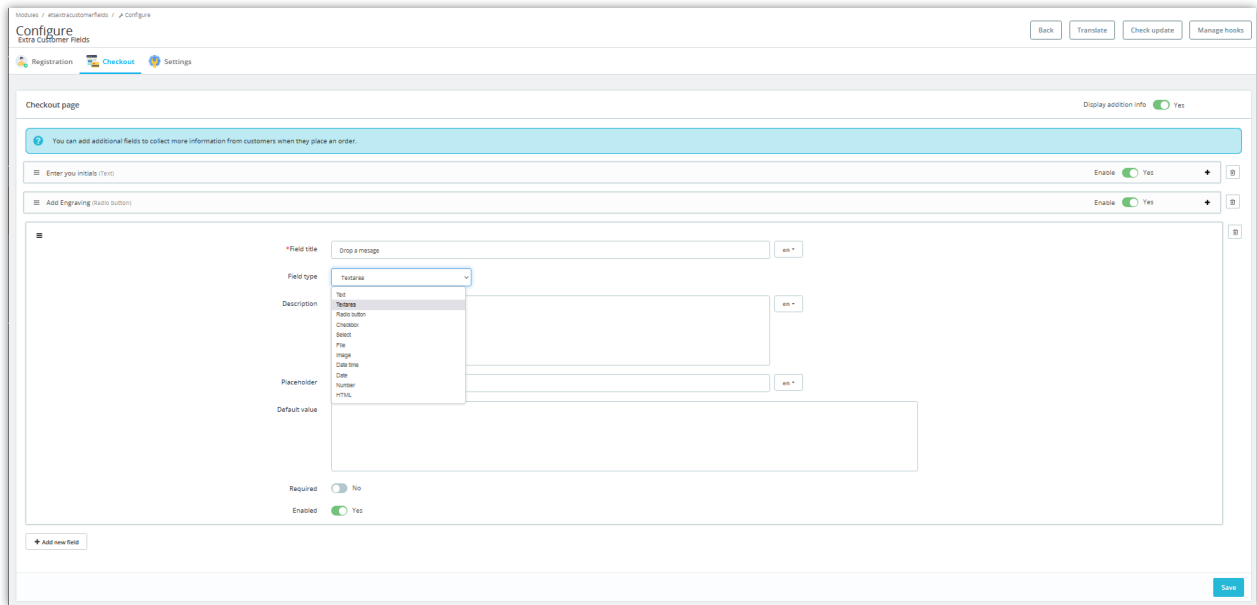You can edit the additional information of a specific customer by clicking on "**Edit additional info**" button.

2. Checkout

From this page, you can add addition fields to collect more information from customers when they place an order.

Click on the "**Add new field**" button to add a new field.

- Enter the field title. You can add title for multiple languages.
- Select the field type. This module allows you to add the following field types: *text, text area, radio button, checkbox, select, file, image, date time, date, number, HTML*.
- Enter the description for your field.
- Enter the placeholder for the addition field.
- Set the field as required or not.
- Enable/disable the new field.
- Click on "**Save**" button to finish.

You can add an unlimited number of additional fields. Drag and drop field name to sort order.
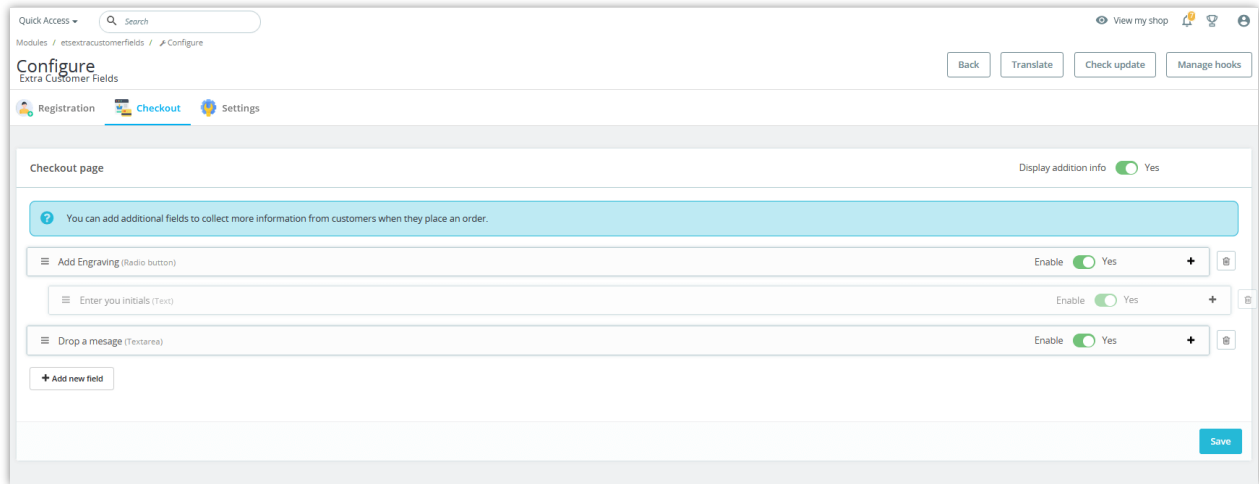
The additional fields will appear on the checkout page on the front office:
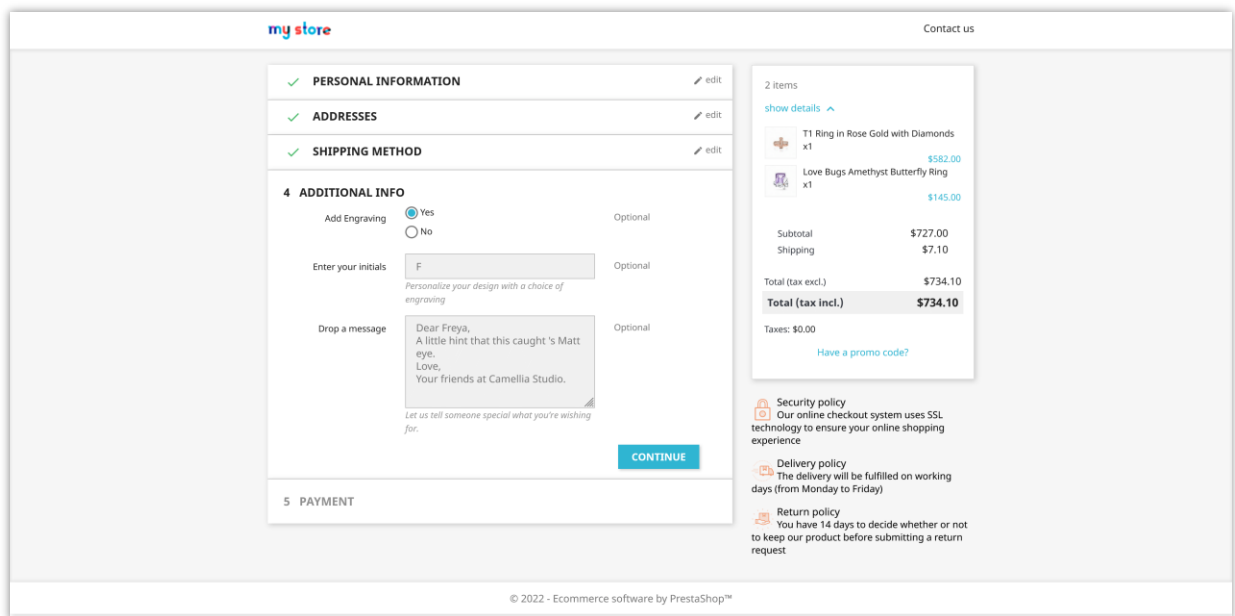
You can view the additional information of customers from "**Orders**" listing page > "**View**" order. On the detailed order page, you will find "**Additional info**" section that contains the additional information gathered from the checkout form.

The additional information gathered from the checkout page will also display on the invoice of customer order:

3. Settings

From this page, you can configure the label for "**Additional information**" section on the registration form and the checkout page. You can add label in multiple languages.

You can also enable/disable option to display additional information of customer in customer invoice.
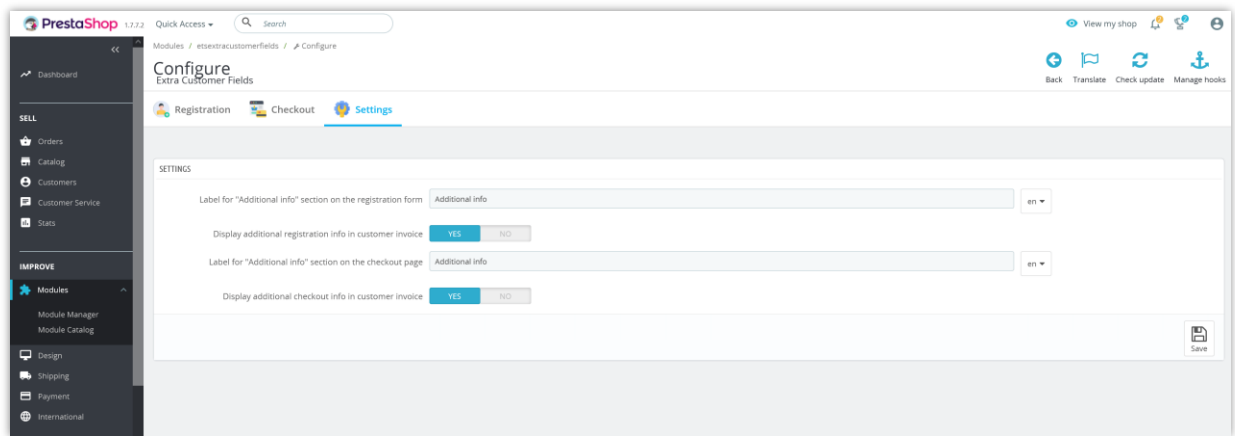
IV.   THANK YOU

Thank you again for downloading our product and going through this documentation. We hope this document is helpful and efficient in the installation and usage of **Extra Customer Fields** module. If you do have any questions for which the answer is not available in this document, please feel free to contact us.