

# EZ Product Commissions

## ***Purpose***

We have recently extended this product to support variable commissions in the MVE environment. Read below for details.

Do you sell products on consignment? Do you sell digital products where the author (artist, photographer, developer, designer) would like a commission on sales? Do you want to track commissions for vendors on a per category or per product basis?

Then this addon is for you. You can now easily setup and manage commissions on sales.

You can report on current earnings by affiliate (what we call the person receiving commission) earnings, generate detail reports for various periods as well as Update the tracking to show when you've made payment to an affiliate.

## ***Features***

- Setup commissions on individual products
- Setup commissions for all products within a category (or products within sub-categories)
- Optionally setup/enable a default commission to be used when no other commissions apply.
- Import new Vendors/Suppliers into affiliates
  - Vendor default commissions are set based on the Vendor Plan they are associated with.
- Report on products/categories that are using commissions.
- Report on sales filtered by a variety of search criteria.
- Mark transactions paid for the prior month to make current reporting more manageable.
- Specify that a commission within a category be applied to the underlying vendor/supplier of that product.
  - Each supplier has an optional field to specify the default commission
- Precedence of commissions are:
  - Product specific affiliate/commission
  - Category specific affiliate/commission
  - Supplier/Vendor default commission for products in Category designated as affiliate is Supplier or Vendors
  - A default affiliate and commission as defined on the Commission products page

## ***Installation***

Installation is as automatic as possible.

A download link will be enabled following capture of your payment. You will be emailed with the link to download the archive. Upon receipt of your order we will contact you to verify the Domain Name you submitted with the order and to send you the license key. This addon is licensed software. Failure to enter the license key and/or if the key does not match the domain where the addon is being used will cause the addon to be disabled. Please contact us if you encounter any problems if you feel you've entered the license key correctly and the domain name is accurate.

### **Installation Steps**

1. In V4 you can use the '+' icon to download and install the addon directly from your PC.
2. Click the settings icon beside the EZ Product Commissions addon and configure the settings you want.
  - a. When enabling "Use Default Commissions", this will enable the default for all products that are otherwise not captured in the commission activity.
  - b. You can create an affiliate for yourself and set the default to get a poor-man's sales report for all products not commissioned.
3. Be sure to enter the license key we sent you **exactly**. Then click Save.

This will kick-off the internal installation of the addon (installs language variables, etc.). You should see a green notification message indicating that several language variables were installed successfully.

The installation is now complete.

## ***Customization***

You can enable/disable use of the default commission in the addon settings. Also, if no affiliate is set or the commission rate for the default commission is zero, the default will NOT be used.

## Screen Shots

The manage page is very straight-forward and shows current affiliates, their commission rates and links to other operations.

Manage Affiliates

Affiliate name	Short name	Total earned	Total paid	Actions
Sample Affiliate	Sample	\$ 63.48	\$0.00	<a href="#">Affiliate tracking detail</a> <a href="#">Affiliate products</a> <a href="#">Mark as paid (prior month)</a> <a href="#">Delete</a>
Sample Affiliate 2	Sample2	\$ 9.00	\$0.00	<a href="#">Affiliate tracking detail</a> <a href="#">Affiliate products</a> <a href="#">Mark as paid (prior month)</a> <a href="#">Delete</a>
All affiliates		\$72.48	\$0.00	

New

\$

[Save](#)

[Commission tracking](#)  
[Commission products](#)

This view shows a listing of the products and categories that have specific commissions set. Note the default setting in the lower right. As your affiliates grow, you can search by affiliate name (subset), select affiliates from drop-down, or by the commission rate.

Commission Products

Product	Affiliate Name	Commission Amount	Total Earned
Default	Sample	3%	\$0.00
100g Pants	Sample2	10%	\$9.00

Category	Affiliate Name	Commission Amount	Total Earned
Computers	Sample	4%	\$60.28

[Manage affiliates](#)  
[Commission tracking](#)

**Search Commission Products**

Product name

Affiliate

Commission greater than

Commission less than

[Search](#)

**Default Product Commission**

Affiliate Name

Commission Amount

[Save](#)

Tracking can also be filtered by search. In addition to showing what the commissions are for each commissioned product in an order, the origin of the commission is also shown.

Affiliate	Order ID	Date	Status	Product Name	Item Price	Item Commission	Commission From
Sample2	114	10/02/2015, 22:10	New	100g Pants	\$30	10% / \$3	Product
Sample	114	10/02/2015, 22:10	New	Apple® - iPad® with Retina® display Wi-Fi - 32GB - White	\$499	4% / \$19.96	Category: Computers
Sample	114	10/02/2015, 22:10	New	NEW Wilson Staff Fifty Elite Yellow Golf Ball	\$10	8% / \$0.8	Default product commission

[Manage affiliates](#)  
[Commission products](#)

**Search Commission Tracking**

Affiliate:

Order ID:

Date from:

Date to:

Status:

Product ID:

Output:

Sort by:

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**Total commissions**

Sample Affiliate 2 - \$3.00  
Sample Affiliate - \$20.76

## Contact Us

If you have any difficulty you can contact us via one of the following contact points:

- Email – [support@ez-ms.com](mailto:support@ez-ms.com)
- Ticket System – [helpdesk@ez-ms.com](mailto:helpdesk@ez-ms.com)
- Phone – (503) 906-3563

We will do our best to ensure you are satisfied.