# **Pincode Checker - Admin Guide**

by CedCommerce Technical Publications

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# 1. Overview

The **Pincode Checker** extension, developed by CedCommerce for Magento® provides a facility to the front-end users to check the availability of the shipment of the product and the availability of the Cash On Delivery payment option for different pin codes (zip codes).

With this module, admin can set a restriction, due to which the front-end users cannot place an order for the location where shipment is not feasible. Admin can also provide a restriction on Cash on Delivery payment method and expected delivery duration for the specified pin codes.

Admin can change the display messages and set the restrictions as per the requirement.

In the front-end view, the payment option does not appear for the pin codes, where shipment is restricted. If the shipment is available but the Cash On Delivery payment option is restricted for some specific pin codes, then the Cash On Delivery payment option does not appear for those pin codes.

Admin can apply these restrictions through the management of the pin codes, which can be added one by one or can be imported in bulk by uploading the CSV file.

## Key features are as follows:

- Checks if the products can be delivered to the specified zip code
- Checks the availability of Cash on Delivery payment option for the provided zip code
- · Displays the expected days to deliver the product at provided to a specified zip code
- · Add and edit zip codes individually or import them in bulk through CSV import
- · Customize the Display messages on the Magento store

# 2. Pincode Checker Configuration Settings

Admin has to enable the module for availing its features. Admin can set the restrictions on displaying the Cash On Delivery payment option, and availability of shipment to the specified location. Also, can change the expected number of days to deliver the product at particular location. Admin can change the display messages based on requirement.

## To set the Pincode Checker configuration settings

- 1. Go to the Admin panel.
- 2. On the left navigation bar, click the PINCODE CHECKER menu, and then click Configuration Settings. The Configuration page appears. In the left navigation panel, Pincode Checker on the PINCODE CHECKER menu appears. In the right panel, the Configuration section appears.

		Save Config
Configuration		$\odot$
Enable Module [website]	Yes 💌	
COD Allowed Message [website]	Cash on Delivery is Available	
COD Not Allowed Message [website]	COD is Not Available at "{{zipcode}}"	
Delivery Days Message [website]	Expected delivery in {{from-days}} - {{to-days}} days	
Delivery Days Margin [website]	1	
Pincode Label [website]	Pincode:	
Pincode Not Found Message [website]	Delivery to this Pincode is not feasible right now.	

- 3. Under **Configuration**, do the following steps:
  - a. In the Enable Module list, select Yes.
  - b. In the COD Allowed Message box, enter the relevant message.
  - c. In the COD Not Allowed Message box, enter the relevant message.
     Caution: Do not remove the "{{zipcode}}" string from the message. Only replace the COD is Not Available at text, if required.
  - d. In the Delivery Days Message box, enter the relevant message.
     Caution: Do not remove the {{from-days}} {{to-days}} string from the message. Only replace the Expected Delivery in text, if required.
  - e. In the Delivery Days Margin box, enter the margin of the days required for the product delivery.
  - f. In the **Pincode Label** box, enter the label for pincode.
  - g. In the Pincode Not Found Message box, enter the relevant message.
- 4. Click the Save Config button.

The configuration settings are saved, and a success message appears.

# 3. Manage Pincodes

## Admin can do the following tasks:

- Add New pin codes one by one
- Add Pin codes in bulk
- Edit A Pin code details
- Delete A Pin code details

#### To add a new pin code

- 1. Go to the Admin panel.
- 2. On the left navigation bar, click the **PINCODE CHECKER** menu, and then click **Manage Pincodes**. The **Manage Pincodes** page appears as shown in the following figure:

Manag	ge Pincodes				Q 🖡 🖌	L admin ▼
					Import CSV Ad	d New
Search Actions	Reset Filter 5 reco	rds found		20 🔻	per page < 1 o	of 1 >
▼	ID 1	Zipcode	Shipment Available	COD Available	Days To Deliver	Action
Any 💌			•	•		
	106	226005	Yes	Yes	5	Edit
	104	123456	No	No	0	Edit
	101	234567	No	Yes	1	Edit
	100	345678	Yes	No	2	Edit

3. In the upper-right corner, click the **Add New** button. The **New Item** page appears as shown in the following figure:

New Item		Q	۰	💄 admin 🔻
		← Back	Reset	Save
GENERAL INFORMATION	Edit Item			
General	Zipcode *			
	Shipment Available \star	NO 🔻		
	COD Available \star	NO 🔻		
	Days To Deliver ★			

- 4. In the right panel, under Edit Item, do the following steps:
  - a. In the **Zipcode** box, enter the required pin code.
  - b. In the **Shipment Available** list, select the required option.
  - c. In the COD list, select whether cash on delivery option is available or not.
  - d. In the **Day to Deliver** box, enter the number of days required for delivering the product.
  - e. Click the Save
    - The new pin code details are added.

# To add new pin codes in bulk

- 1. Go to the Admin panel.
- 2. On the left navigation bar, click the **PINCODE CHECKER** menu, and then click **Manage Pincodes**. The **Manage Pincodes** page appears as shown in the following figure:

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3. In the upper-right corner, click the **Import CSV** button. The **Import CSV** page appears as shown in the following figure:

Import CSV			Q	۰	💄 admin 🔻
			← Back	Reset	Save
ZIPCODES CSV	Import CSV				
Zipcodes CSV	Import CSV	Browse No file selected.			
	Export CSV				
	Export CSV	Export CSV			

- 4. In the right panel, under Import CSV, click the Browse... button to import the CSV file.
- 5. Select the required CSV file from the local system.
- 6. Click the Save button.

# To edit a pin code

- 1. Go to the Admin panel.
- 2. On the left navigation bar, click the **PINCODE CHECKER** menu, and then click **Manage Pincodes**. The **Manage Pincodes** page appears as shown in the following figure:

Mana	ge Pincodes				Q 🖡 🕽	L admin 🔻
					Import CSV Ad	ld New
Search Actions	Reset Filter	rds found		20 🔻	per page 🔨 1 d	of 1 >
	ID 1	Zipcode	Shipment Available	COD Available	Days To Deliver	Action
Any 💌			•	•		
	106	226005	Yes	Yes	5	Edit
	104	123456	No	No	0	Edit
	101	234567	No	Yes	1	Edit
	100	345678	Yes	No	2	Edit

- 3. Scroll down to the required pin code.
- 4. In the Action column, click the Edit link.

The page appears as shown in the following figure:

		← Back Delete	Reset Save
GENERAL INFORMATION	Edit Item		
General	Zipcode * 226005		
	Shipment Available \star YES 💌		
	COD Available * YES •		
	Days To Deliver * 5		

5. Make the changes as required, and then click the **Save** Changes are saved and a success message appears.

## To delete a pin code

- 1. Go to the Admin panel.
- 2. On the left navigation bar, click the **PINCODE CHECKER** menu, and then click **Manage Pincodes**. The **Manage Pincodes** page appears as shown in the following figure:

Mana	ge Pincodes				Q 🖡 🕽	admin 🔻
					Import CSV Ad	d New
Search Actions	Reset Filter 5 reco	rds found		20 🔻	per page < 1 o	of 1 >
	ID 1	Zipcode	Shipment Available	COD Available	Days To Deliver	Action
Any 💌			•	•		
	106	226005	Yes	Yes	5	Edit
	104	123456	No	No	0	Edit
	101	234567	No	Yes	1	Edit
	100	345678	Yes	No	2	Edit

- 3. Scroll down to the required pin code.
- 4. In the Action column, click the Edit link.

The page appears as shown in the following figure:

				← Back	Delete	Reset	Save
GENERAL INFORMATION	Edit Item						
General	Zipcode *	226005					
	Shipment Available 🔸	YES 💌					
	COD Available *	YES 💌					
	Days To Deliver 🔸	5					

5. On the top navigation bar, click the **Delete** button.

A confirmation dialog box appears as shown in the following figure:

Are you sure you want to do this?	×
	Cancel OK

6. Click the **OK** 

The pincode is deleted.

*Note:* Admin can also delete the pin codes in bulk by using the **Action** feature. For more information, see Actions.

# 3.1. Actions

The admin can submit the following actions on the selected pin codes in bulk:

- Delete Items: Deletes the selected pin codes
- Change Can Ship(s) Status: Changes the status of the shipment availability
- Change Can COD(s) Status: Changes the status of the Cash on Delivery payment option

## To delete pin codes in bulk

- 1. Go to the Admin panel.
- 2. On the left navigation bar, click the **PINCODE CHECKER** menu, and then click **Manage Pincodes**. The **Manage Pincodes** page appears.

Manage Pincodes				Q	🌲 💄 admin 👻
				Import CSV	Add New
Search Reset Filter	4 records found		20 💌	per page <	1 of 1 >
Delete Item(s) Change Can Ship(s) Status	1 Zipcode	Shipment Available	COD Available	Days To Deliver	Action
Change Can COD(s) Status			•		
104	123456	No	No	0	Edit
101	234567	No	Yes	1	Edit
100	345678	Yes	No	2	Edit
99	456789	Yes	Yes	3	Edit

- 3. Select the check box associated with the required pin codes.
- 4. In the Action list, select the Delete Items
  - The Submit button appears next to the Action list.
- 5. Click the **Submit** button.

A confirmation dialog box appears as shown in the following figure:



6. Click the **OK** button.

The selected pincodes are deleted.

# To change the status of the shipment availability

- 1. Go to the Admin panel.
- 2. On the left navigation bar, click the **PINCODE CHECKER** menu, and then click **Manage Pincodes**. The **Manage Pincodes** page appears.

Manage Pincodes				Q 🖡 .	💄 admin 🔻
				Import CSV A	dd New
Search Reset Filter	cords found		20 🔻	per page < 1	of 1 >
Delete Item(s) Change Can Ship(s) Status	1 Zipcode	Shipment Available	COD Available	Days To Deliver	Action
Change Can COD(s) Status		•	•		
104	123456	No	No	0	Edit
101	234567	No	Yes	1	Edit
100	345678	Yes	No	2	Edit
99	456789	Yes	Yes	3	Edit

- 3. Select the check box associated with the required pin codes.
- 4. In the Action list, select the Change Can Ship(s) Status
  - The Status list and the Submit button appear next to the Action list.
- 5. In the Status list, select Yes or No as per requirement.
- 6. Click the **Submit** button.

A success message appears.

## To change the status of the Cash on Delivery payment option

- 1. Go to the Admin panel.
- 2. On the left navigation bar, click the **PINCODE CHECKER** menu, and then click **Manage Pincodes**. The **Manage Pincodes** page appears.

Manage Pincodes				Q 🛕 🛔	L admin 🔻
				Import CSV Ac	ld New
Search Reset Filter	ords found		20 💌	per page < 1	of 1 >
Delete Item(s) Change Can Ship(s) Status	Zipcode	Shipment Available	COD Available	Days To Deliver	Action
Any		•	•		
104	123456	No	No	0	Edit
101	234567	No	Yes	1	Edit
100	345678	Yes	No	2	Edit
99	456789	Yes	Yes	3	Edit

- 3. Select the check box associated with the required pin codes.
- In the Action list, select the Change Can COD(s) Status The Status list and the Submit button appear next to the Action list.
- 5. In the Status list, select Yes or No as per requirement.
- 6. Click the Submit button.

A success message appears.

# 4. Front-end View

Front-end users can check the availability of the shipment of the product and the availability of the cash on delivery payment option for different zip codes.

When user enters a pin code to check the availability of the selected product for the specific location, a message appears based on the availability of the shipment and the COD payment option. If the shipment is not available for the specific pin code, then a message reflecting the non-availability of the shipment appears. Even then, if the user adds it to the cart and go through the checkout process, then a message reflecting the non-availability of the payment method appears.

## To check the availability of the shipment

- 1. Go to the front-end view.
- 2. Select the category.
- The products under the selected category appears.
- 3. Click to select the required product. The page appears as shown in the following figure:

Test Product Vendor : test Be the first to review this product \$12.00 SKU#: default product111
Qty 1 Add to Cart
♥ ADD TO WISH LIST ADD TO COMPARE ≦ EMAIL default product111 Pincode:
Check

- 4. In the **Pincode** box, enter a pincode, and then click the **Check** Following types of messages appear based on availability or non-availability of the Shipment or COD
  - When COD is not available for the entered pin code.

23456	Check

• When shipment is not available for the entered pin code.

234567	Check
Delivery to this Pine	code is not feasible right nov

 Even if the shipment is not feasible for the specific pin code, and the user adds it to the cart and go through the checkout process, then a message reflecting the non-availability of the payment method appears.

	11 0	
No Pay	ment method available.	

 $\circ\,$  When shipment and COD both are available for the entered pin code.

Pincode:	
456789	Check
Cash on Delivery is Available	
Expected delivery in 3 - 4 days	