

Back Office : Configuration and implementation of a commercial offer

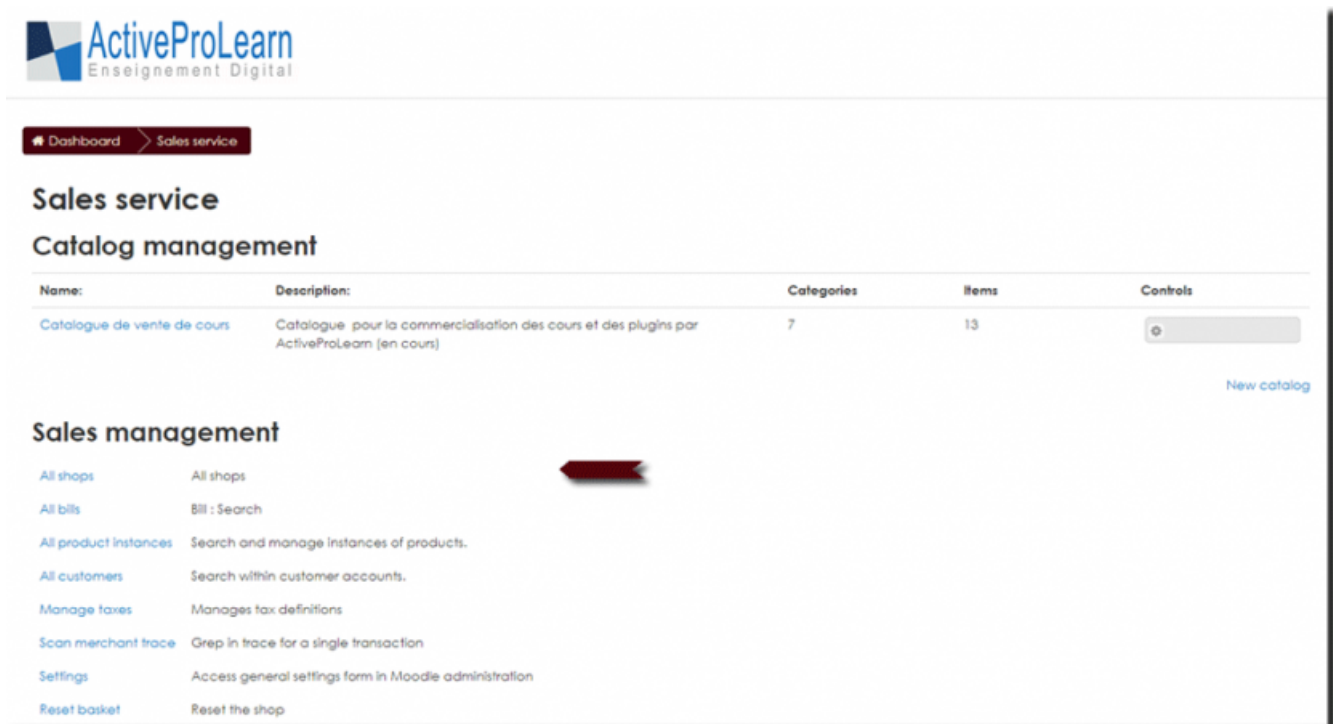
Define instances of a store

(ou vérifier votre instance de boutique)

Using Shop Access block

Begin by adding the Sales Services block in a course that is used as “customer support” or a course of your choice on Moodle platform

Site Administration / Add a Block / Sales Services ([Shop Access](#))



The screenshot displays the ActiveProLearn Back Office interface. At the top left is the logo for ActiveProLearn Enseignement Digital. Below the logo is a navigation breadcrumb: Dashboard > Sales service. The main heading is "Sales service" followed by "Catalog management". A table lists the catalog details:

Name:	Description:	Categories	Items	Controls
Catalogue de vente de cours	Catalogue pour la commercialisation des cours et des plugins par ActiveProLearn (en cours)	7	13	<input type="text"/>

Below the table is a "New catalog" link. Underneath is the "Sales management" section with a list of links and descriptions:

- All shops: All shops
- All bills: Bill : Search
- All product instances: Search and manage instances of products.
- All customers: Search within customer accounts.
- Manage taxes: Manages tax definitions
- Scan merchant trace: Grep in trace for a single transaction
- Settings: Access general settings form in Moodle administration
- Reset basket: Reset the shop

Suivez le lien “**Sales administration**” dans le bloc [Sales Services \(component Shop Access\)](#)

Folow link “**All shops**” on Sales Services block.



Dashboard > Sales service

Sales service

Product line management

All products Search in products.

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[New catalog](#)

- [All shops](#) All shops
- [All bills](#) Bill : Search
- [All purchases](#) Search and manage purchases
- [All customers](#) Search within customer accounts.
- [Manage taxes](#) Manages tax definitions
- [Scan merchant trace](#) Grep in trace for a single transaction
- [Settings](#) Access general settings form in Moodle administration
- [Reset basket](#) Reset the shop

This menu allows you to create another shop instance or change the default one, with its catalog and see how many blocks are attached to each instance.

Finally, click on the “New shop instance” link at the bottom of the table displaying the shop.

Shops ⓘ

Name	Description	Currency	Catalog	Used blocks
Notre offre au service de votre pédagogie	Cliquez sur la catégorie de produits Moodle de votre choix pour en afficher les détails	€	Catalogue de vente de cours	24

[New shop instance](#)

- To modify an existing shop, click on the toothed wheel at the end of the line of the shop created.
- To delete an existing store, click on the cross at the end of the shop's line.

⚠ Note: It will be necessary to set the block [Shop Access&850](#) to point it to the desired store instance if you are running multiple stores.

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