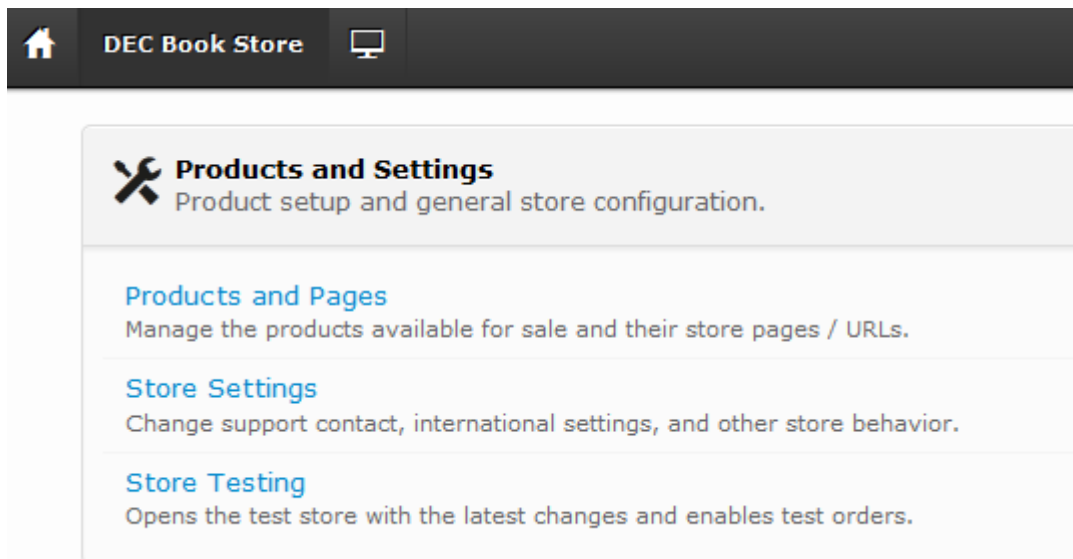


Fast Spring Setup

Set up a **FastSpring** account. Once set up and logged in, set up your Store first.



The screenshot shows the top navigation bar with a home icon, the text 'DEC Book Store', and a monitor icon. Below this is a main content area with a header 'Products and Settings' and a sub-header 'Product setup and general store configuration.' Underneath are four links: 'Products and Pages' (Manage the products available for sale and their store pages / URLs), 'Store Settings' (Change support contact, international settings, and other store behavior), and 'Store Testing' (Opens the test store with the latest changes and enables test orders).

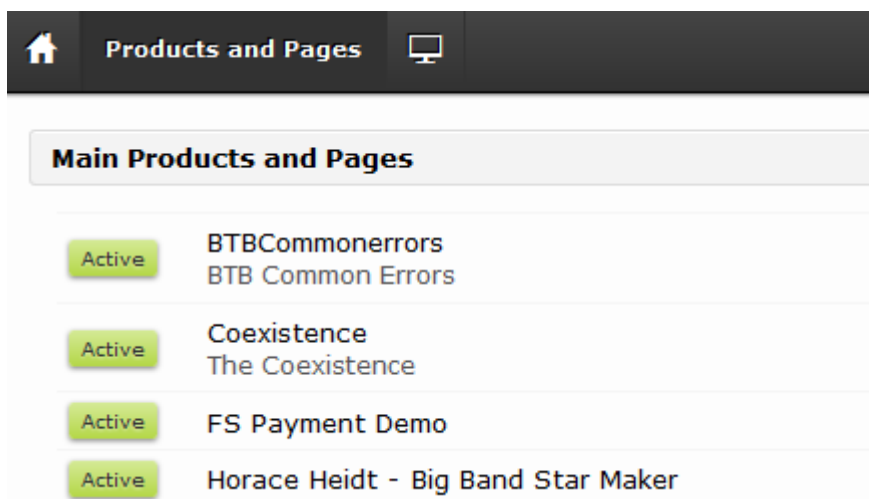
Start with **Store Settings**.

There are 4 tabs at the top. Fill in all of the information for each tab, which should be fairly simple.



The screenshot shows the 'Store Settings' page with a navigation bar containing a home icon, the text 'Store Settings', and a monitor icon. Below the navigation bar are four tabs: 'General', 'Support Contact', 'Payment Methods', and 'Advanced'. The 'General' tab is selected. Underneath the tabs is a section titled 'Main Website URL' with a text input field containing 'http://www.decpublishing.com'. Below the input field is a descriptive text: 'Full external URL of the website which will primarily link to this store. This is typically the company homepage, with no specific page in the URL. Example: **http://www.abc-company.com**'.

Next, go to **Products and Pages**

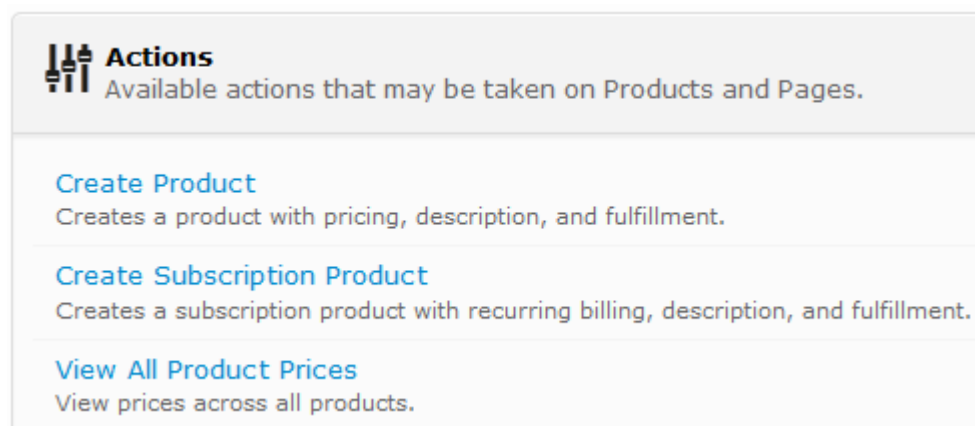


The screenshot shows a dark navigation bar at the top with a home icon, the text 'Products and Pages', and a monitor icon. Below this is a light gray header for 'Main Products and Pages'. The main content area contains a list of four products, each with a green 'Active' status indicator on the left and the product name on the right.

Status	Product Name
Active	BTBCommonerrors BTB Common Errors
Active	Coexistence The Coexistence
Active	FS Payment Demo
Active	Horace Heidt - Big Band Star Maker

This lists the books which have already been set up.

To the right, you will see an option to **Create Product**.



The screenshot shows a light gray header for 'Actions' with a list icon and the text 'Available actions that may be taken on Products and Pages.' Below this are three action items, each with a blue link and a brief description.

- [Create Product](#)
Creates a product with pricing, description, and fulfillment.
- [Create Subscription Product](#)
Creates a subscription product with recurring billing, description, and fulfillment.
- [View All Product Prices](#)
View prices across all products.

Below is a sample setup. In this example, the book name is **Japan Watching**. The Partial URL Path Name gets filled in automatically.

Product Naming and Format

Name

Name of the product (for default display and management purposes). ?

Display

Alternative product display name. If specified then customers will only see this as the product name.

Partial URL Path Name

Name to use when this page is referenced in a store URL path. This is a partial URL path name used by the store for this specific page (it is not a full URL on another website). ?

Format

Digital Product / Service
 Digital Product / Service, and Shipment
 Physical Shipment
 Related Service Offering

The format that best describes the product, or how the end user will receive the product. ?

Product Pricing

Display Price

USD

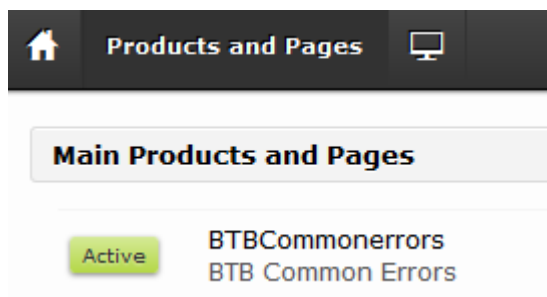
JPY

Sets the default price that will be charged for this product. More complex pricing scenarios are available after initial product creation.

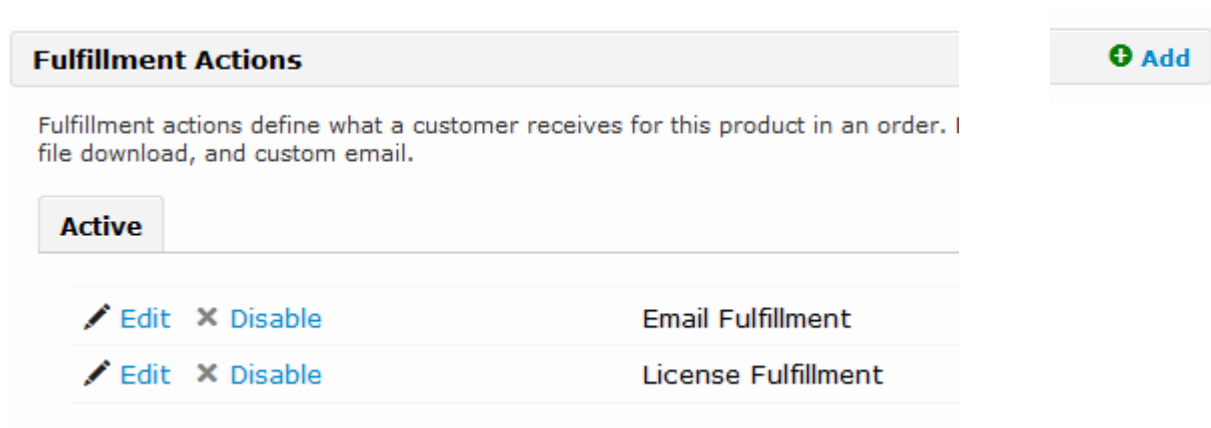
Choose **Digital Product/Service**, set the price and add a description & book cover picture at the bottom.

Remember to click the **Create** button.

After the book/product is created, return to the Products and Pages page click on the button (Active, Test, or other) next to the book.



This will open up the information for this book. You will need to set up **Fulfillment** options next.




Email Fulfillment

Sends an email after purchase. This will have the purchase info, plus links to the book (on your site).

License Fulfillment

Manages the keycodes. You will fill up a “stack” of keycodes, and when the purchase is made, one keycode will be removed from that stack and sent to the customer. You will also be notified of the purchase and told how many keycodes are still available.

At any time, you can click the  button at the top left. From there, all the options are ready to be accessed. Once you have your first book set up, you can choose Store Testing which allows you to see the entire process that a purchaser would see. This is a good way to check that everything is working perfectly, before going LIVE.

License Fulfillment

🏠
←
FS Payment Demo
License List Configuration
🖥️

General

Advanced

Licenses Remaining
31

License Quantity Behavior

Dispense Single License (Always)

Dispense One License Per Quantity / Units Ordered

Controls the number of licenses dispensed with respect to product quantity / units ordered.

Add License →

Actions
Available actions that may be taken on License List Configuration.

✓ Save

+ Add Licenses

↓ Download Single-Lined
Choose if you have only uploaded licenses which are one line.

↓ Download Multi-Lined
Choose if you have previously uploaded licenses which are multi-lined.

Related Help

[What is the maximum length for the license string?](#)

The keycodes you receive from DEC Publishing will be in an Excel spreadsheet (or plain TXT file, if preferred). There is one keycode per line. It will look like this, below:

```
MyDemo_0316ae6474759940758c6f9714913f35
MyDemo_605cee78002f83c9d21bfa4521ba57c8
MyDemo_94b8cd8914ec94b1ad71c144172d30a5
MyDemo_a13d389efb4f71c665a99940aa544109
MyDemo_a6e32199ab525c25d5b3be887d541e7f
MyDemo_4d1e75a2ab10e56521f89158e7cb5824
```

Click the **Add Licenses** button and Copy/Paste your set of licenses into that box.

Add Licenses

License Format

Plain Text, Single-Line License
 Plain Text, Multi-Line License

Controls how the licenses entered will be read / parsed by the system. ?

```
MyDemo_0316ae6474759940758c6f9714913f35
MyDemo_605cee78002f83c9d21bfa4521ba57c8
MyDemo_94b8cd8914ec94b1ad71c144172d30a5
MyDemo_a13d389efb4f71c665a99940aa544109
MyDemo_a6e32199ab525c25d5b3be887d541e7f
MyDemo_4d1e75a2ab10e56521f89158e7cb5824
```

Add

Remember to click the **Add** button to the right.

One license will be issued (and removed from the list) with each purchase, and you will be notified of the purchase and the number of licenses (keycodes) remaining. It is a very simple system, which works nicely.

As licenses (keycodes) get low, just order more from us to restock your list. That is the only thing you need to do to fulfill orders!

Email Fulfillment

You will need to set up a standard email, which will automatically be sent to the purchaser. This example below, is one that is used for DEC Books. There are many fields which can be added, such as this:

```
#{orderItem.fulfillment.license.outcome.licenses.list}
```

This will add a license (keycode) to the email, from the License Fulfillment list on the previous page. If you wish to use the same (standard) email, but edited with your information, contact us for a copy of this email.

Email (Text)	Email (HTML)	Web	Phrases	Advanced
---------------------	--------------	-----	---------	----------

Email Subject

DEC Books #{orderItem.display} Order Information

Email Text Contents

```
Dear #{order.customer.fullName},

Thank you for your order. Your keycode for this product is:
-----
#{orderItem.fulfillment.license.outcome.licenses.list}
-----

Return to the book's main page to download the Local App (for desktop) or
access the WebApp (for mobile devices).

http://www.decbooks.com/sample/FS_paymentdemo/web/index.html

You must Activate the book first, to gain full access.

Local App. Download the book and activate from the Help menu in the
WebApp. Return to the site above. Activate the WebApp once, and
by logging in (Email and Password) each time. Bookmark the page for
quick access, and remember your password (we cannot send a reminder).

Your receipt for this order is available here:
#{order.url.receipt}

Thank you once again, and enjoy your book!

DEC Books
```