



LiteCommerce UPS Online Tools Module

Version 2.0

Reference Manual

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Introduction

This module enables the access to UPS OnLine® Tools.

UPS Rates & Service Selection Tool provides quotes for UPS service, allowing your customers to compare prices and select the UPS shipping service that best suits their needs. UPS Address Validation Tool ensures that customer-entered shipping addresses are correct at the time of order processing.

Administrator Zone

This section contains information on:

- [installing the LiteCommerce UPS Online Tools add-on module](#);
- [registration with UPS](#)
- [configuring the module](#);
- [testing the module](#);
- [product settings](#).

Installing the Module

To successfully install **UPS Online Tools** add-on module your shopping system requires LiteCommerce shopping cart software version 2.1.2 to be installed at your online store.

Select the 'Modules' section in the 'Settings' menu of the Administrator Zone. The list of currently installed modules will appear. To install a module (**UPS Online Tools** in our case) click on the '**Browse...**' button, select the module's '**.tar**' file and click on the '**Install**' button to add the module to your store setup.

'**UPS Online Tools**' module will appear in the list of the installed modules; it will be activated automatically.

Admin menu :: Modules

Modules

Use this section to manage add-on components of your online store. [How to use this section >>>](#)

You have **1** module installed and **1** module activated.

Commercial shipping modules

Title	Active	Description	Version	
▶ UPSOnlineTools	<input checked="" type="checkbox"/>	This module enables the access to UPS OnLine Tools.	2.0	Uninstall

[Update](#)

To deactivate the module, unselect the '**Active**' check box against the module title and click on the '**Update**' button. To completely uninstall the module, click on the '**Uninstall**' button.

Registration

In the list of installed modules click on the module name '**UPS Online Tools**'. The module configuration page opens. Since you have not registered with UPS yet, the module is not activated.

1. Click '**Register**'.
2. Read the registration information and click '**Next**'.
3. Read the license agreement carefully. Scroll down to the bottom of the license agreement, select the 'Yes, I Do Agree' check box and click '**Next**'. To print the text click '**Print**'.
4. Complete the required registration form fields which are marked with a red asterisk. To complete the form with the information contained in your profile, click '**Fill from profile**' button.

Enter your UPS account number in the 'UPS Account Number:' field. If you enter an incorrect UPS account number, a message 'Error in Shipper Number' is displayed.

Note: the 'UPS Account Number:' field must not be empty!

If the registration has been successful, you move to Step 4 of the UPS OnLine® Tools License and Registration Wizard. Click '**Finish**' to complete the registration process.

Now you are registered with UPS and the module settings are accessible.

Configuring the Module

In the list of installed modules click on the **'UPS Online Tools'** module name. Click **'Configure'**.

Rates and Service Selection

On the module configuration page complete the required fields, marked with red asterisks (**Account type** and **Destination type**).

Type of packing

This option allows to select the method to calculate how the items of an order are distributed into the predefined package types.

Select a packing algorithm from the drop-down box: 'Fixed size', 'Max size', 'Bin packing' or 'Bin packing oversize'.

- Select **'Fixed size'** and the UPS server will use the dimensions of the container you enter below for calculating shipping rates for any package from your store. Each order will include one container only.
- Select **'Max size'** to calculate the size of the container which will be used for packing an order based on the largest item in your order.
- Select **'Bin packing'** to pack all the items of an order into a single container. The size of the container will be increased until all the items fit in.
- Select **'Bin packing oversize'** to pack all the items of an order into the containers of the size defined by the administrator. The number of containers will be increased until all the items fit in.

The last three algorithms take into consideration the individual dimensions of the products which you set on each product page. Available settings for a product include width, length, height, weight and the 'Handle with care' option. They can be adjusted on the product settings page under the 'UPS Dimensions' tab. For more information see the ['Product settings'](#) section.

Service options

You can enable *Saturday pickup* and *Saturday delivery* by selecting the corresponding check boxes in this section.

Delivery confirmation

Select from *'No confirmation'*, *'No signature'*, *'Signature required'*, *'Adult signature required'*.

Conversion rate

Shipping cost conversion rate: enter the rate for currency conversion.

The shipping cost is always returned in the local currency of the country where your shop is located. If the prices in your shop are in non-local currency (for example the shop is located in Great Britain but prices are in USD) then you need to define currency conversion rate to convert shipping cost returned by UPS in necessary currency.

Example

Your local currency is Euro, but the store prices are in USD. If you enter "1.2", one Euro will be considered equal to 1.2 USD.

Shipping cost currency: the currency code that is returned by UPS is defined automatically when a request for getting the shipping rates is successfully performed. If this currency code is unknown you need to perform this request before (click on **'Test'** button below).

Note: successfully placed orders, the shipping cost for which has been calculated using UPS OnLine® Tools cannot be edited in AOM.

Address Validation

Enable the UPS Address Validation service in the Administrator Zone on the **UPS Online Tools** module configuration page. To access the module configuration page in the Admin menu click on the 'Modules' link, then click on the **'UPS Online Tools'** module name. There is a drop-down box at the bottom of the page: **'Address Validation status'**. Two values are possible - *'enabled'* and *'disabled'*. It is enabled by default.

Address Validation quality: select the quality factor, which describes the accuracy of the result compared to the request. Select from *'Exact match'*, *'Very close match'*, *'Close match'*, *'Possible match'*, *'Poor match'*.

Note: The UPS OnLine® Tools Address Validation is only supported for addresses within the United States. If a customer is from outside the United States then address validation will be disabled for him.

Cache settings

Cache expiration (days): enter the number of days after which you want cached shipping rates to be removed from cache.

Container representation

Display method: enable GDlib or HTML. Compare the results and decide which one you like better.

Container layout width (pixels): select from 50, 100, 150, 200 and 250 pixels.

Level display method: select 'Actual' to display layers of different height depending on the size of the items. Select 'Proportional' to display layers of equal height, regardless of the item size.

Product packing limit: all the products in the order will be packed using 'Max size' algorithm if the number of products in the order exceeds this number.

After you have completed the module configuration click '**Update**' at the bottom of the page.

Testing the module

At the bottom of the configuration page there is a testing section.

Original address is the shipper's address. It is also the address that you used to register with the UPS.

To set this address in the Administrator Zone click on the 'General settings' link in the 'Settings' menu on the left. On the 'General Settings' page select the 'Company' tab. The address you enter here will be used as the shipper's address.

Destination address is the recipient address.

Complete the 'Destination address' section fields, enter the weight and click **'Run test'**. A table displaying shipping rates for the specified shipment will be displayed.

Product settings

To be able to calculate how the items of an order are to be placed into the boxes, the store admin needs to enter UPS settings for each product in the catalog. These include product dimensions and several advanced shipping options.

Product info
Extra fields
HTML links
UPS Settings

Enter the product dimensions to be used for distributing the ordered products into containers for UPS delivery.

Product dimensions

Width (inches):

Length (inches):

Height (inches):

Weight (kg): 2.2 (lbs)

Advanced shipping options

Handle with care:

Additional handling:

Declared value: Use price as declared value

Required packaging:

Your package, W: 10 X H: 10 X L: 10 (inches), Weight: 0 (lbs)

Product dimensions

Enter width, length and height in inches and weight in kilograms (it is automatically converted to pounds and the result of the calculation is displayed to the right of the box). If you choose not to edit product dimensions for each product, the default values of 1 inch and 1 pound are used. The same values will be used if you accidentally set one of the dimensions to zero.

Advanced shipping options

Handle with care: select this check box to indicate that the box must not be put on the side or turned upside

down.

Additional handling: select this check box for the UPS to calculate additional handling and add it to the shipping price.

Declared value: enter the number or select the 'Use price as declared value' check box.

Required packaging: select the type of packaging required for the item, from the drop-down box. Leave 'none' if no specific packaging is required. Select 'Your package' to pack into your default container.

Click '**Update**' when you have adjusted all the settings.

Customer Zone

When **UPS Online Tools** module is enabled, customers who are logged in have a choice of UPS shipping methods when they place products in the cart.

Shipping rates are calculated instantly based on the shipping address designated in the customer's profile and the settings which the admin has defined in the 'UPS Online® Tools - Settings' section.

Terms and Definitions

Administrator: a 'super-user' of the online store system who is privileged to configure the entire store and manage products, customers and orders;

Administrator zone: an administrator back office where the store Admin can configure, control and monitor store operations, enable or configure various features of the store;

Customer: a registered store user;

Customer zone: an area at the online store where store customers can manage their profiles and review their orders;

User: anyone who visits the online store.