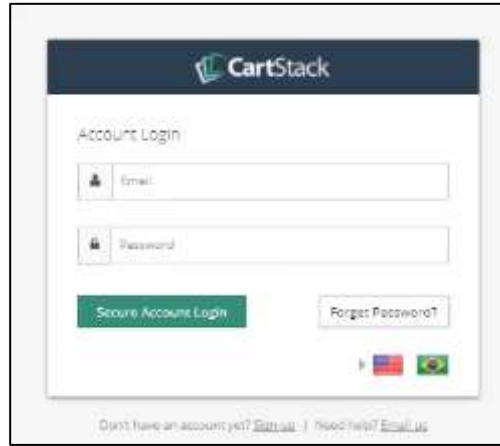


CartStack Setup Guide for Nexternal Clients

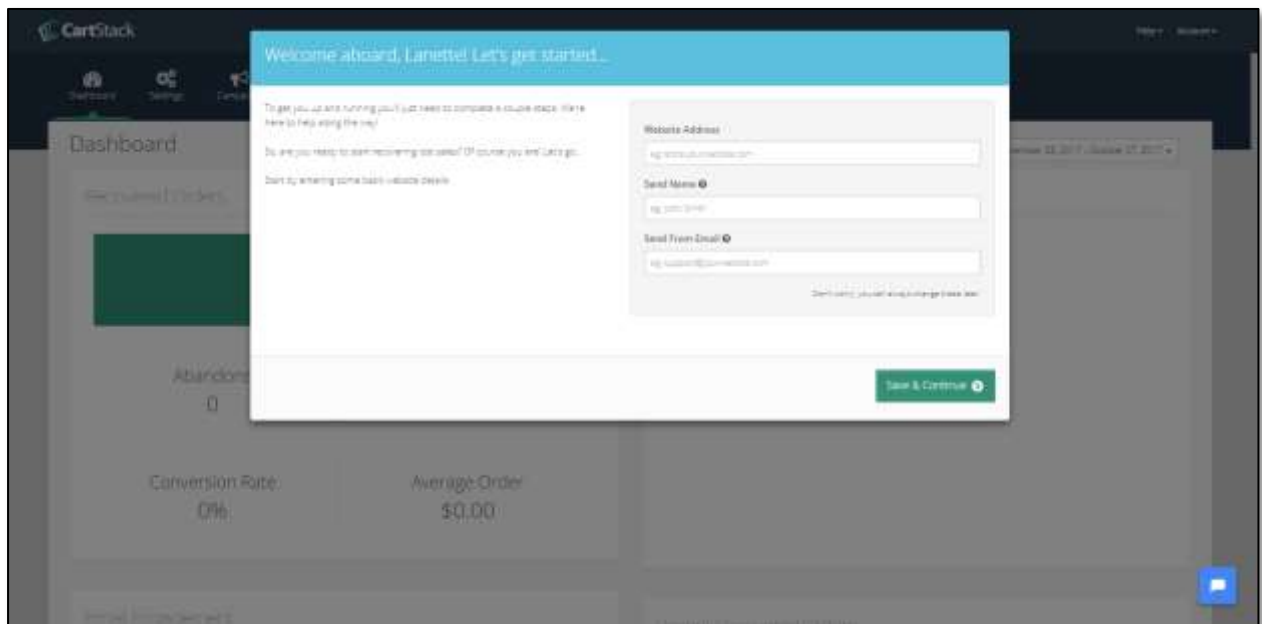
Sign up with [CartStack](#) via this special [Signup Link](#).

You will receive a 30-day free trial for signing up. Your free trial begins after your first live email is sent, and not on your signup date. When you complete this guide you will automatically be in Test Mode, and no emails will be sent to your customers.

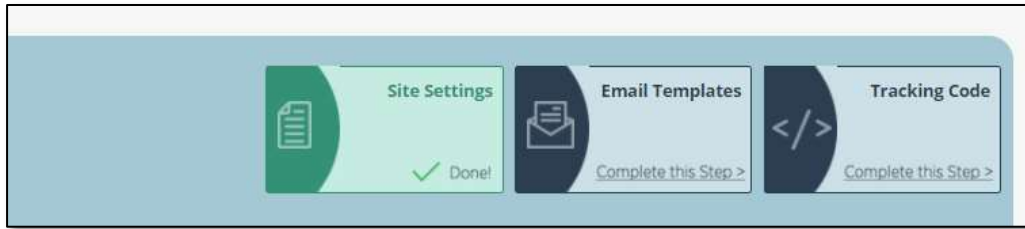
After signup through the link above, log into the CartStack portal <https://admin.cartstack.com/login/> (or by clicking the Login link on the CartStack Homepage).



Setup Step 1: Once logged in, enter your website information in the first popup.



Now you are finished with Site Settings (indicated in the blue progress bar on your screen, as shown below).



Setup Step 2: Click on Email Templates.

You may configure up to three emails for each abandoned cart. On the right side of the screen there is a link to request custom designed emails from a CartStack designer. Expect approximately one week turnaround for this free service. If you have any questions about emails, contact the Customer Success Manager at the top of your screen.

Setup Step 3: Click on Tracking Code.

1. Copy the Tracking Code shown IN YOUR ACCOUNT and paste it into your Nexternal Order Management System in Settings / Policies, Addenda and Disclaimers – Edit / Tracking Code.
2. DO NOT ADD A CONFIRMATION URL TO YOUR CARTSTACK PORTAL. Instead, send an email to CartStack (either support@cartstack.com, or email your Success Manager) and request that they send you the Confirmation Code specific for YOUR ACCOUNT. (Nexternal accounts use specific code, so be sure to identify yourself as a Nexternal client) Copy the code CartStack emails you and place it into your Nexternal Order Management System in Settings / Policies, Addenda and Disclaimers – Edit / Order/Affiliate Addendum. Select Addendum Position “End of Head”. Click Finish in the Nexternal OMS.
3. Click on “I’m done Installing the Code” in the CartStack portal.

INSERT TRACKING CODE HERE

Tracking Code :
(optional)

Tracking Code Position: End of Head End of Body

Include Top Frame
 Include Order Page
 Include Tell a Friend
 Allow Preview

Google Analytics Account :
(optional)

Code: Legacy (ga.js)

Include Tell a Friend
 Include Write-In Attributes

Google Analytics Domain :
(optional)

INSERT CONFIRMATION CODE HERE

Order/Affiliate Addendum :
(optional)

Addendum Position: End of Head Body Paragraph End of Body

Encoding: (none) Include Write-In Attributes

Setup Step 4: Click on Settings in the top Menu of the CartStack Portal

1. Ensure that Test Mode is On
2. Enter the email addresses you would like to use to test the integration. Only these email addresses will be tracked while you are in test mode. Read the tool tip for additional guidance.

Settings

Site Details

Website Name	<input type="text" value="First Fairway Demo Store"/>
Website URL	<input type="text" value="https://store.firstfairway.com/"/>
Test Mode	<input checked="" type="checkbox"/> ON <small>What is this?</small>
Test Emails	<input type="text" value="Enter email(s) to be used when testing"/>

If you haven't spoken with the CartStack Success Manager yet, reach out to him/her to verify the setup of your account, and ask any questions regarding CartStack. He/she should help you take the account out of Test Mode.