



VP-ASP Shopping Cart

QUICK START GUIDE

Version 7.00

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Rocksalt International Pty Ltd

www.vpasp.com

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Introduction

Congratulations! You are about to embark on an exciting e-commerce journey with VP-ASP, one of the most powerful shopping cart systems available on the market.

The VP-ASP e-commerce shopping cart software has a wide range of features and functionality that can be modified to suit almost any business requirements. Furthermore, we understand the most critical element of any business – closing sales. With our various shipping, customer management, and administrative functions, you can be assured that your customers will keep coming back for more!

This guide will help you to get your copy of the VP-ASP shopping cart up and running on either your local server, or on your web host. It provides you the basics to get you started so that you can see for yourself the full potential of VP-ASP as one of the most influential tools for you business.

Ready to start? Then let's take the first step!

If you experience any problems during the installation of your VP-ASP Shopping Cart software, please contact our help desk, open 24 hours a day, Monday to Friday by visiting:

<https://helpdesk.vpasp.com>

With VP-ASP, we are confident you will be taking your business to new heights!

1 Features

VP-ASP offers a number of different shopping cart solutions to cater for your every need. The different VP-ASP Shopping Cart Pacs offer a number of different features.

For more details on the features that each shopping cart has to offer, please visit

<http://www.vpasp.com/virtprog/vpaspcompareversions.htm>

2 What do I need to run VP-ASP?

2.1 Web Server

If you are setting up VP-ASP on your host's server, you need to ask them if they allow you to run ASP scripts. If they don't, you will need to look into a plan or a new host that does support ASP.

VP-ASP also offer premium web hosting services. You can read more on our hosting plans at:

<http://hosting.vpasp.com>

If you are running VP-ASP on your local computer, you will need to check if IIS (Internet Information Services) is installed on the computer where VP-ASP will be located.

IIS can run on any of the following Windows Operating Systems:

- Windows 95 / 98 / NT4 / 2000 / 2003 / XP-Professional / Vista Business/Ultimate / 7

2.1.1 Checking if your computer is running IIS

A simple way of checking whether IIS is running on your computer is to open a web browser and type <http://localhost> into your browser address bar.

If IIS is running on your computer, you will be taken to the IIS documentation pages. If not, you will receive a "Page cannot be displayed" error. If you have received this error, you will need to install IIS.

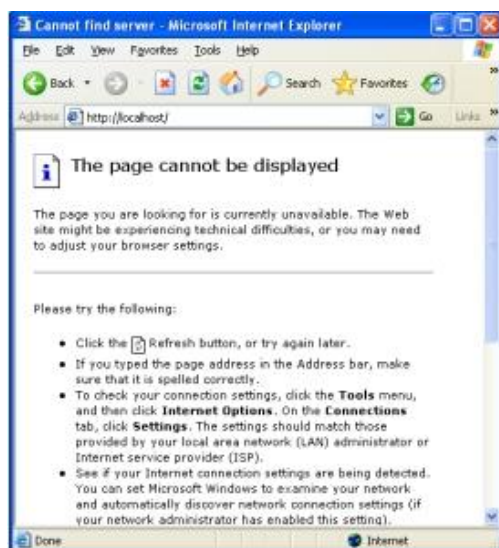


Figure 1. Example of page when IIS is not installed



Figure 2. Example of page when IIS is installed

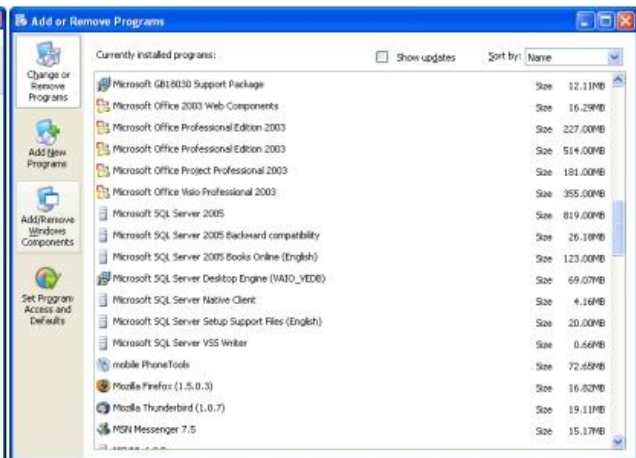
2.1.2 Installing IIS

To install IIS on Win XP, please follow these steps below:

1. Click Start, click Control Panel, and click Add or Remove Programs.
2. Click Add/Remove Windows Components. The Windows Components Wizard appears.
3. Follow the on-screen instructions to install, remove, or add components to IIS.



STEP 1: Open the control panel and double-click on *Add or Remove Programs*



STEP 2: Select *Add/Remove Windows Components*



STEP 3: Select *Internet Information Services (IIS)* and click next

For more information on installing or troubleshooting your IIS for Win XP, please visit:

<http://www.microsoft.com/resources/documentation/windows/xp/all/proddocs/en-us/iiiisin2.mspx>

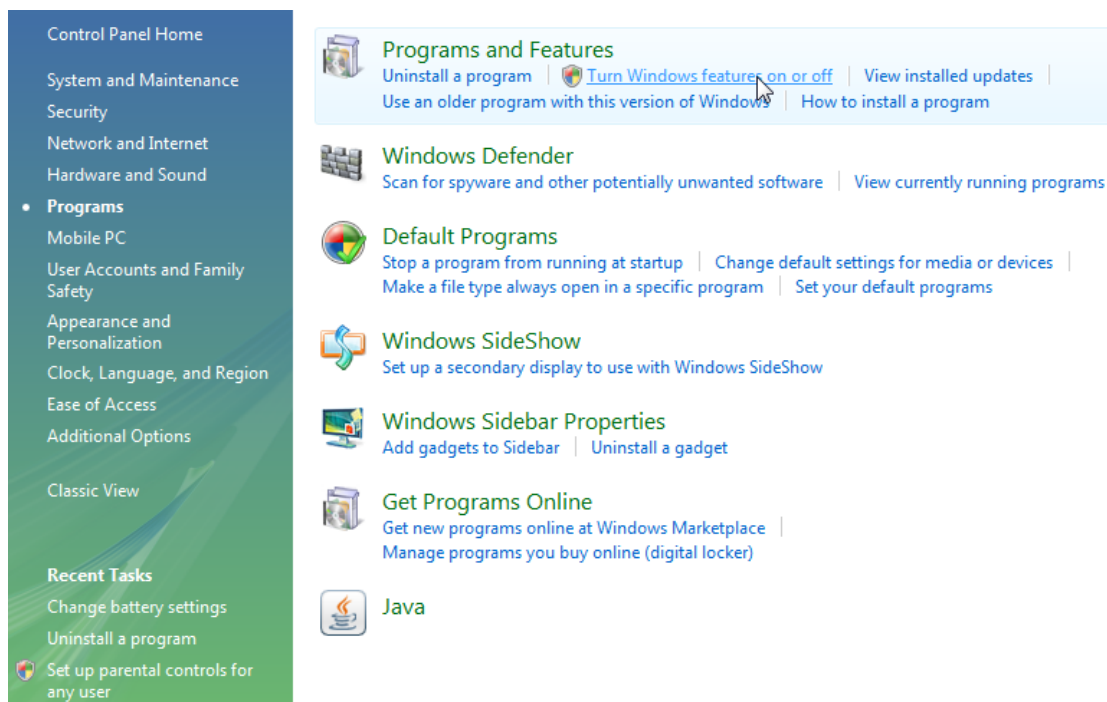
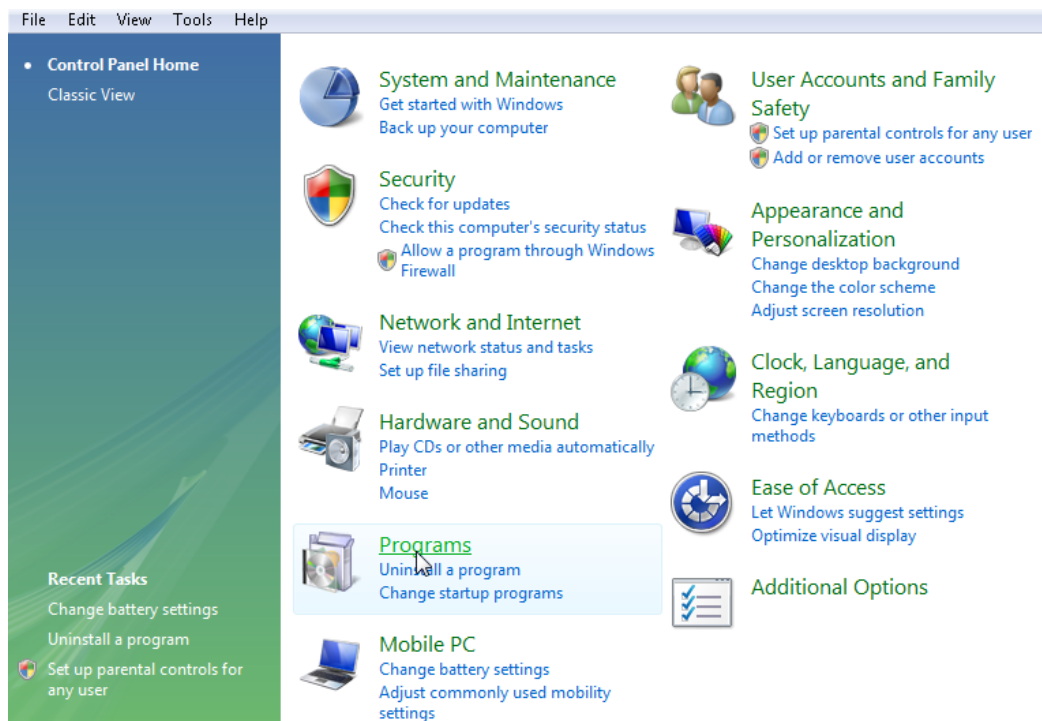
NOTE: If you are using Windows XP Home, you won't be able to setup IIS. Instead, you need to install another program to setup a web server locally. For instructions on how to do this, please visit:

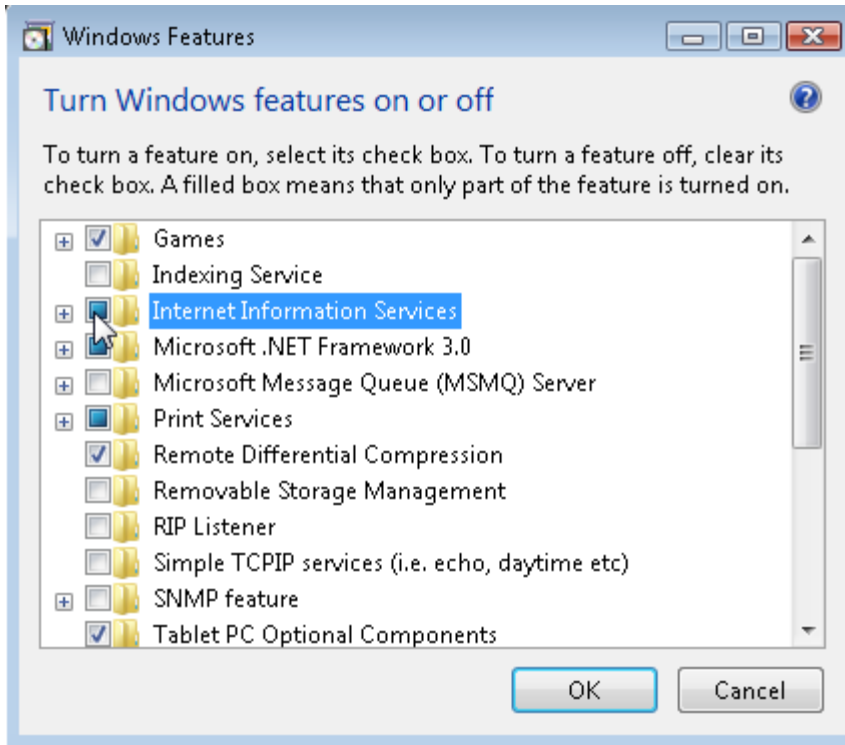
<http://helpnotes.vpasp.com/shopexd.asp?id=904>

To install IIS on Win Vista or Win 7, please follow these steps below:

1. Click Start, click Control Panel.
2. Click "Programs" and then click the "Turn Windows Features On or Off" link.
3. Check the box for 'Internet Information Services (IIS), leaving all the default installation settings intact. If you would like to install additional services, then expand each option and select them.

4. Once you have selected the options appropriate to your needs, click “OK.” A separate window will then open stating the features are being configured. When it is finished IIS will be installed and ready.





For more information on installing or troubleshooting your IIS for Win Vista or Win 7, please visit: <http://technet.microsoft.com/en-us/library/ee692294%28WS.10%29.aspx>

3 What do I do with the VP-ASP Zip file?

The VP-ASP Shopping Cart is delivered to you in a zip file containing roughly 600 files and a number of sub folders. VP-ASP can either be installed onto a local machine, or directly onto your remote web host.

3.1 Installing VP-ASP onto a local machine

- a) Create a new folder called “shopping” in the root of your web server (eg. C:/InetPub/wwwroot/)
- b) Double click on the VP-ASP zip file to open it and click on the *Extract* button
- c) Browse to the folder you created (eg. C:/InetPub/wwwroot/shopping), and select this as the location for the files to be extracted to
- d) Open your web browser and type in <http://localhost/shopping> into your browser address bar, you should now see the VP-ASP welcome page.



NOTE: It is important that you **do not** simply highlight all of the files and drag them onto your machine as this will corrupt the default folder structure and **VP-ASP will not work**.

3.2 Installing VP-ASP onto a remote server

- a) Extract your files onto your local machine by following the steps in 3.1 above.
Note: if you will be viewing your store directly on your remote server, the files can be extracted to any location on your local machine.
- b) FTP the extracted files and folder (maintaining the file structure intact) to your remote server space by using an FTP program such as WS-FTP or SmartFTP.
- c) *FTP (File Transfer Protocol) is the language used to transfer files between two computers across the internet. Many web hosts provide you with this facility through a browser interface, or alternatively you will need to use specific FTP software. There are a number of free software packages that you can use such as SmartFTP at www.smartftp.com*
- d) Open your web browser and type in your site’s address - you should now see the VP-ASP welcome page.

4 Setting up your site

The POWER Pacs and VPASP LITE all support Microsoft Access, SQL Server and MySQL database.

If you are setting up in a Windows 64 Bit environment please select SQL Server as the database as Access will not work on 64 bit machines..

VP-ASP 7.00 comes with an “easy-to-install” Set-up Wizard for your shopping cart site.

You will first need to upload the files to local machine or remote server (please refer to sub section 3.1 or 3.2 above) and after that, follow the step by step installation guide from the VP-ASP as described below.

To commence your VP-ASP installation, please go to default.asp in your browser.

If you are running from your domain e.g. www.yourdomain.com and have uploaded VP-ASP to the root of your site, then just go to this page for the first time : www.yourdomain.com/default.asp

If you are running locally and have set up in the “shopping” folder under the wwwroot folder you would go to something like:

<http://localhost/shopping/default.asp>










Set-Up Process	
CHECK FOLDER PERMISSIONS	<input checked="" type="checkbox"/>
CONNECT TO DATABASE	<input checked="" type="checkbox"/>
SETUP DATABASE STRUCTURE	<input checked="" type="checkbox"/>
CREATE ADMIN PASSWORD	<input checked="" type="checkbox"/>
RENAME ADMIN PAGE	<input checked="" type="checkbox"/>
CREATE ENCRYPTION KEY	<input checked="" type="checkbox"/>
CART DETAILS	<input checked="" type="checkbox"/>
REGISTER YOUR PRODUCT	<input checked="" type="checkbox"/>

Enter Set-Up

Click the button “**Enter Setup**” if you are ready to run the installation.

There are about eight steps in the installation of VP-ASP 7.00, each will be explained in the details below:

4.1 STEP 1 : Check Folder Permissions

Folder To Check		
Folder Name	Requirement	Status
admin	Required Read / Write	
admin/config	Required Read / Write	
config	Required Read / Write	
database	Required Read / Write	
installation	Required Read / Write	
admin/export	Optional Read / Write	
admin/import	Optional Read / Write	
html	Optional Read / Write	
images	Optional Read / Write	
stylesheets	Optional Read / Write	
templates	Optional Read / Write	
upload	Optional Read / Write	

Check your folder permissions

Some of the folders in the VP-ASP need to have *read/write* permission.

NOTE : There are only 5 folders that must have read/write permission as you can see in the “**Requirement**” column to complete the Set Up Wizard. The other folders are optional however it is useful to complete this on all folders.

This step will automatically check the required folders to have *read/write* permission. Once you are ready, please click button “**Check your folder permissions**”.

Folders that have *read/write* permission will be displayed with status “**Pass**”. Folders that do not have *read/write* permission will be displayed with status “**Fail**”.

If one of your folders appears to have “**Fail**” status, please enable *read/write* permission to the folder. You may contact your hosting person to do this if your VP-ASP files are in remote server, if you are running from a local machine, you can enable read/write permission on the folder yourself.

To setup folder permission in Win XP, please refer to the help guide below :

<http://helpnotes.vpasp.com/shopexd.asp?id=715>

To setup folder permission in Win Vista/ Win 7, please refer to the help guide below :

<http://helpnotes.vpasp.com/shopexd.asp?id=914#permissions>

Please also see section 4.12 for instruction on setting IIS permissions on your database folder.

Please click the button “**Check your folder permissions**” once you have set the *read/write* permission to your folders.

If all the folders have “**Pass**” status, you can click button “**Continue To Connect To Database**” that is visible to you.

4.2 STEP 2 : Connect To Database

Database Type: Access
 ODBC
 MySQL 351
 MySQL 510
 MsSQL 2000
 MsSQL 2005 & above

This step basically need you to choose which database you will use in your VP-ASP site.

You can choose one of the following supported databases :

Access
ODBC
MySQL 351
MySQL 510
MsSQL 2000
MsSQL 2005 & above

If you are using Access, you need to enter your desired database name. You can enter any db name for this, and make sure it is not a common name due to security issue.

If you are using ODBC, you can enter the DSN Name in the text box, e.g. yourDsnName.

If you are using SQL SERVER or MySQL, you need to enter the following details:

Database Name
Database User ID
Database Password
Database Address

For SQL SERVER and MYSQL database, you need to create the database with the details you have specified in the above so that VP-ASP can recognize and connect to the database.

Click “**Check Database**” once you are ready to check your database is exist or not.

If the db exists or created, the button “**Continue To Setup Database Structure**” will be visible and you can click to proceed to next step.

4.3 STEP 3 : Setup Database Structure

Step 1: Setup Database Structure: Yes
Step 2: Generate Admin Data: Yes
Step 3: Generate Demo Data: Yes No

Generate

In this step you can choose to generate demo data or not. This is useful if you want to do testing in your VP-ASP site before going live.

Choose **Yes** if you want to generate demo data, or **No** if you don't want to.

Click "**Generate**" to start generating the demo data.

Once it is done, the button "**Continue To Create Admin Password**" will be visible and you can click it to proceed to next step.

4.4 STEP 4 : Create Admin Password

Please enter your Admin User Name.

Admin User Name:

Next enter your first password. The first password needs to contain at least 5 Alpha-Numeric (a-z, A-Z, 0-9) characters.

Remember, your username and passwords must be unique!

First Password:

Confirm First Password:

Finally you need to enter the second password here.

Second Password:

Confirm Second Password:

Update Admin Information

This step will create admin user name, admin password and admin second password.

Admin user name, admin password, admin second password need to contain at least 5 alphanumeric (a-z, A-Z, 0-9) characters.

Please note that Admin user name cannot be the same with admin password and admin second password.

Also, admin password cannot be same with admin second password.

These are for security purposes.

Please enter all the admin details you want, and click **“Update Admin Information”**.
If the details you are entered is valid, the button **“Continue To Rename Admin Page”** will be visible. Click the button to proceed to next step.

4.5 **STEP 5 : Rename Admin Page**

Please enter a new name of admin page: .asp

Rename Admin Page

This step will rename the admin default page shopadmin.asp to the file name you specified. Please enter your own admin page and make sure the page name is not a common name. For example, we do not recommend you to create a name e.g. admin or login.

You can create the page name with combination of alpha-numeric characters e.g. jacksyte87635.

Click **“Rename Admin Page”** once you have entered the name.

Click **“Continue To Create Encryption Key”** to proceed to next step.

4.6 **STEP 6 : Create Encryption Key**

Please enter a 10+ character encryption key:

Example: ag12AhjBcG

Update Encryption Key

This step will create encryption key for you VP-ASP site.
Encryption key is a unique set of character used to scramble customer credit card information.

Make sure you enter a 10+ character encryption key, e.g. jfh73GFKah3o

Click **“Update Encryption Key”** to update and check your entered data is valid or not.

If valid, the button **“Continue To Cart Details”** will be visible. Click it to proceed to next step.

4.7 STEP 7 : Cart Details

Email Address:

What would you like the name on the email to be? For example it could be your company name or your name.

Shop Name:

What would you like the subject line of the email that is sent to you and the customer when an order is made to be?

Email Subject:

Now you need to set what the mail server name is. This tells VP-ASP what service to use to try to send emails from.

It could be your ISP's mail server name or the mail server name from where your site is hosted, For example: mail.yourdomain.com

You will need to contact your web hosts or your ISP if sending from your local machine to find out what is needed to be used here.

Mail Server:

Some email systems may have SMTP Authentication set to be required. If this is the case then you simply need to enter below the email address and password for an email account that is on the same server as your email system.

Mail User ID:

Mail Password:

The type of e-mail interface program to use. VP-ASP supports ASPMAIL, CDONTS, ASPEMAIL, OCXMAIL and JMAIL. VP-ASP does not write to your mail system directly. It needs an interface and these are the most common ones.

Test Mail Component

Mail Type:

The URL to return to your main page. It can be a full URL such as http:// or just a file name such as default.asp.

Home Page:

The default title for your shopping cart site. E.g. Johnnys Music Shop. This will appear in the top of the customers browser window and in search engine results.

Default Title:

In this step, you need to enter all of your cart details for the site.

Here is the list of fields you need to provide:

Email address : After an order has been completed, who should be notified. This is the email address of that person. This is also the FROM address for the order confirmation sent to the customer.

Shop Name : The name of your shop. Used on **e-mails** to the customer as the name of the sender.

Email Subject: This is simply the subject when the customer gets an e-mail confirmation.

Mail Server: This is the name of the mail service on your ISP. Your ISP will need to let you know what this is. It normally will start with mail... Or smtp.... There is no standard name. You must ask your Windows administrator or Web hosting company. If not set correctly , emails will not be sent. Not used with CDONTS or Unix.

Mail User ID : If your ISP is using user ID for mail service, enter value here or leave empty if not.
Mail Password : If your ISP is using password for mail service, enter value here or leave empty if not.
Mail Type: The type of e-mail interface program to use. VP-ASP supports ASPMAIL, CDONTS, ASPEMAIL, OCXMAIL and JMAIL. VP-ASP does not write to your mail system directly. It needs an interface and these are the most common ones.
Home Page : The URL to return to your main page. It can be a full URL such as http:... or just a file name such as default.htm.
Default Title: The default title for your shopping cart site e.g. Johny Instrumental Shop.

In this step, you can also perform a test for Mail Component. Click the link “**Test Mail Component**” to see any available mail components for your hosting. Mail components with “**Available**” status can be selected as a value for **Mail Type**.

Click “**Update Cart Details**” if all done and click button “**Continue To Register Your Product**” to proceed to next step.

4.8 STEP 8 : Register Your Product

Please enter your VP-ASP registration details below:

Your VP-ASP Order Number.

Order Number:

Next we need you to enter a unique name for your store.

Every store must have a unique name to ensure there are no conflicts with any other VP-ASP stores on the server. It can be any name you like - eg. "shop700_myshopname" or "any_unique_yourshopname"

Shop ID:

Now please enter the domain of your site. If testing locally you would use something like <http://localhost/vpasp700>.

If setting up on your live server you would use your live domain name. For example <http://www.yourdomain.com/shop>

Domain:

If your store will be using an SSL certificate please enter this here. If not you can simply leave blank.

For example a url protected by SSL would like something like <https://www.yourdomain.com> - note the extra "s" in the http. This denotes that the URL is in secure mode.

SSL:

Finally enter your company details.

Company Name:	<input type="text" value="My Company"/>
Address:	<input type="text" value="PO Box 500"/>
City:	<input type="text" value="Somewhere"/>
State:	<input type="text" value="NY"/>
Zip Code:	<input type="text" value="11720"/>
Country:	<input type="text" value="US"/>
Phone:	<input type="text" value="Some Phone"/>
Fax:	<input type="text" value="55512121"/>
Email:	<input type="text" value="abc@def.com"/>

This step will register your purchase of VP-ASP and your information details.

Please provide the following details in the form:

Order Number : Your VP-ASP Order Number. Please enter STARTER for free version.

Shop ID : An unique name for your shop - eg. "shop700_myshopname"

Domain : This represents the URL of your site where the shopping cart files are located (eg. <http://www.yourvpaspwebsiteurl.com/vpasp>)

SSL : This is your secure URL to which credit card information is encrypted.

Company Name : Your company / shop name

Address : Your company / shop address

City : Your city

State : Your state

Zip Code : Your zip code

Country : Your country
Phone : Your phone number
Fax : Your Fax number
Email : Your email address

Click "**Update Information**" after you have entered all the details.

Click "**Continue To End**" to finish the installation process and start browsing your VP-ASP site.

4.9 Accessing your store on your Local Machine

- a) Open your Internet browser.
- b) Type the local path name into your browser e.g. <http://localhost/shopping/default.asp>
- c) You should now see the VP-ASP front store.
- d) Before you can browse the site, you will need to setup database permissions.

4.10 Accessing your store on your remote host

- a) Open your Internet browser.
- b) Type the address of your server into your browser e.g.
<http://www.vpasp.com/vpasp/default.asp> (where **www.vpasp.com** is your website address and **vpasp** is the folder you uploaded VP-ASP to).
- c) You should now see the VP-ASP front store.
- d) Before you can browse the site, you will need to ask your host to setup database permissions.

4.11 Requesting your web host to set up your database permissions

If a third party is hosting your website, you will need to check that you have been provided with a *database* directory and that the correct permissions have been set. *You can then skip the next two sections.*

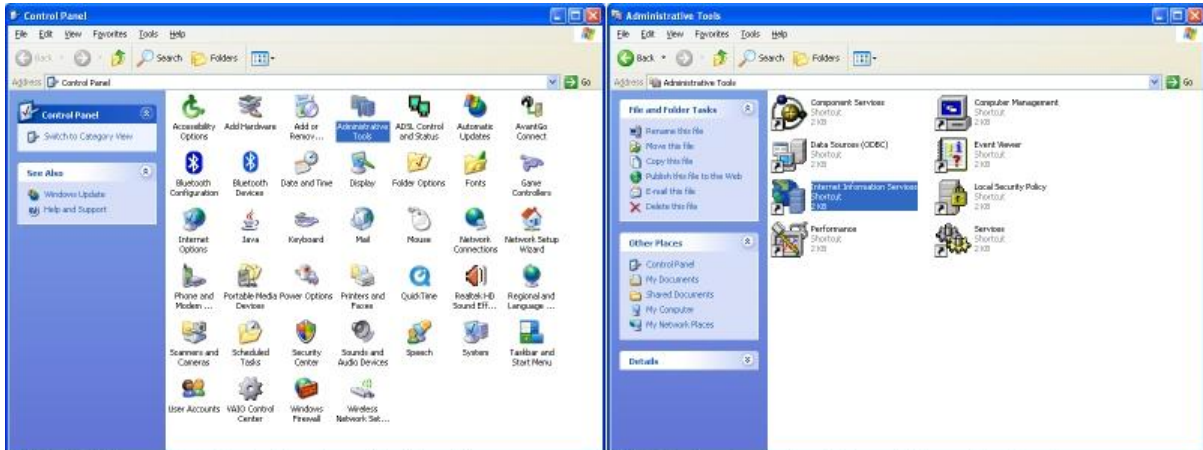
If you are uncertain, please contact your web host and ensure that the following have been set:

- a) Read and write permissions need to be set on the database folder in your shopping sub-directory (the READ/WRITE must be set in the NTFS on the database folder, and not the file itself).
- b) Read access must be removed from IIS on the folder that the database will be stored in.

4.12 Setting IIS permissions on your database folder

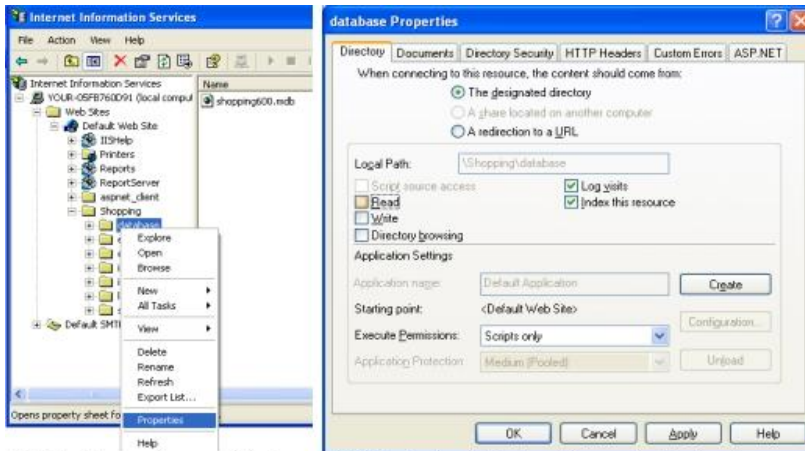
- a) Click on Start, then on Control Panel, then double-click on Administrative Tools
- b) Double-click on Internet Information Services
- c) Browse to your database folder by expanding the menus on the left

- d) Right click on your database folder and select Properties
- e) Uncheck the Read box
- f) Click Apply
- g) Click OK



STEP 1: Click on *Start*, *Control Panel*, and double-click *Administrative Tools*

STEP 2: Double-click on *Internet Information Services*



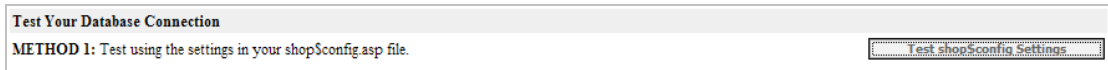
STEP 1: Browse to your database folder and select *Properties*

STEP 2: Uncheck the *Read* box and click *Apply*, followed by *OK*

4.13 Test Database Permissions

To ensure that all of your permissions have been set up correctly, follow the steps below:

- a) Open your web browser and run the `diag_dbtest.asp` page located in your shopping directory (e.g. http://localhost/shopping/diag_dbtest.asp).
- b) Click on the *Test shop\$config Settings* button.

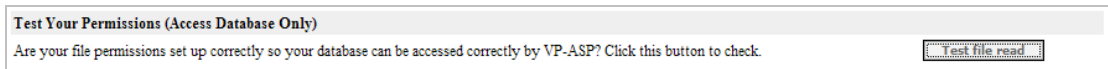


- c) The following screen should appear.

Database Read	PASS!
Database Write	PASS!
Database Permissions	PASS!

NOTE: If you do not receive the screen above, you may need to alter your shop\$config.asp files (located in “config” folder and “admin/config” folder) to point to the correct database location or check your permissions.

- d) Next click on the *Test file read* button.



- e) The following screen should appear.

Reading c:\inetpub\wwwroot\vpasp659deluxe\license.txt	PASS!
Reading c:\inetpub\wwwroot\vpasp659deluxe\images\shim.gif	PASS!
Reading c:\inetpub\wwwroot\vpasp659deluxe\database\shopping650.mdb	PASS!

NOTE: If you do not receive the screen above, go through section 4.11 again and check that your database permissions are correct.

4.14 Test IIS Permissions

In order to test that your IIS settings on your database folder are correct (*Step 4.12*), attempt to browse to your database (e.g. <http://localhost/shopping/database>). You should receive a “*The Page cannot be displayed*” error. If you do not receive this error and your database starts to download, please review *section 4.12* above.

5 Securing your site

In order to ensure that your VP-ASP site is as secure as possible, we recommend following these security steps before you configure your site.

5.1 Removing “Installation” folder and “Upgrade” folder

Delete the folders below from your VP-ASP site :

- Installation
- Upgrade

Remote Users: Please ensure that you have deleted all these folders on both your local PC, and your remote server.

5.2 Removing copy of default database

Please delete the default MS Access file that comes from the installation.

The database name is “shopping700.mdb” which is located in the “database” folder.

5.3 Removing all files starting with the letter “c” in the “admin” folder.

Delete the below file from the “admin” folder:

- Convertsql.asp

Remote Users: Please ensure that you have deleted the file on both your local PC, and your remote server.

5.4 Remove all files starting with “diag”

Delete all files starting with “diag”. These files include the following:

diag_dbtest.asp	diag_sessionlist.asp
diag_expirecookie.asp	

Also delete the file “diag_smstest.asp” located in the “admin” folder.

Remote Users: Please ensure that you have deleted all these files on both your local PC, and your remote server.

5.5 Credit Card Storage Settings

VP-ASP recommends that you do not store credit card numbers.

If you take credit card numbers into your system rather than using a Payment Gateway, we recommend that you delete the credit card number as soon as the order has been processed.

This can either be done manually, or the shopa_displayorders.asp page will delete credit card numbers automatically when the order is marked as processed.

5.6 *Securing your Database*

Note: this step is for Access users ONLY!

If your database is not in a secure location, with the correct setting, hackers may be able to download through the web browser. To secure your database folder you will need to update your IIS settings, and the NTFS properties on your database folder. For more information on this setting, please see section 4.12.

6 Setting your site live and accessing the admin pages

6.1 Accessing the Administration Pages

You are now ready to set up your e-commerce store! You can access all of the administration functions by visiting your admin page (renamed in Section 4.5, step 5).

6.2 Setting your site live

Once your site is ready to go live, delete the default.htm. Once this page have been deleted, your site's home page will now be the default.asp page.

Remote Users: Please ensure that you have deleted the file default.htm on both your local PC, and your remote server.