



Custom Contact Forms Magento Extension

Installation Guide

Below you will find a step by step guide for the installation of the Magento Custom Contact Forms extension purchased and downloaded from the Plugin Company website. Although this guide probably works with most third party plugins, we can't guarantee this as the instructions are specifically written for Magento extensions developed by Plugin Company.

Please follow the installation guide carefully to prevent errors in your production environment.

Always install the downloaded extension on a staging server first in order to detect any issues which might arise and make a backup of your production environment before migrating.

Installing the Magento Extension

Log In to Admin Panel

Log in to the Magento Admin Panel, which can usually be accessed at <http://www.example.com/admin>.

Disable the Compiler

Navigate to **System > Tools > Compilation** in the top Admin Panel menu.

If compilation is enabled, click the 'Disable' button in the top right corner of the screen.

Enable the Magento Cache

Navigate to **System > Cache Management** in the top Admin Panel menu and check if all cache types in the Cache Storage Management list are enabled.

If not, select the disabled cache types from the overview, choose 'Enable' from the 'Actions' dropdown menu and click 'Submit' to enable them.

Download and Extract Installation Package

Log in to your Plugin Company account to download the extension's installation package to your local computer. We recommend to download the most recent extension version available.

Extract the installation package locally to any folder.

You should now see a **Step 1** and a **Step 2** folder in the directory you extracted the downloaded archive to.

Upload Files to Server

Copy the **content** of the extracted **Step 1** folder to the root directory of your Magento installation (public_html). It's important to do this first.

Once the upload of the Step 1 folder content is completed, upload the **content** of the **Step 2** folder to the root directory of your Magento installation.

Refresh the Magento Cache

Navigate to **System > Cache Management** in the top Admin Panel menu.

Click the 'Flush Magento Cache' button in the top right corner of the screen to clear the cache.

Log Out from Admin Panel

Log out from the Magento Admin Panel, then log back in to complete the installation.

Re-enable Compilation (Optional)

Navigate to **System > Tools > Compilation** in the top Admin Panel menu.

Click the 'Run Compilation Process' button in the top right corner of the screen to re-enable compilation.

