

Help

Plug & Play Extension Help Docs

Getting Started

Getting started with the Sparo Plug & Play Magento Extension is an easy process. If you do run into any problems or have questions that are not answered here, please feel free to contact us at: info@sparo.com.

Your Account

Sign up

It's important for the Sparo community to know a little about you and your business. Please complete this simple form to tell us about yourself.

We ask about your revenue per month, because we want to make sure we're offering an appropriate level of service for your online shop. If you feel your store needs a more custom solution, please contact us at info@sparo.com.

Sign up for a Sparo merchant account

SIGN UP [I already have an account. Sign in](#)

Business Name	<input type="text"/>	[STORE VIEW]
Website	<input type="text"/>	[STORE VIEW]
Employer ID # (EIN)	<input type="text"/>	[STORE VIEW]
Category	---- Select ----	[STORE VIEW]
Approx. sales per month	---- Select ----	[STORE VIEW]

Why do we ask for revenue? The volume and revenues from your online sales will determine what kind of features and services are best suited of your website. For revenues above \$200k, we recommend that you contact Sparo to set-up a customized solution for your company.

If you already have an account click the "I already have an account. Sign in" link which will take you to a sign in screen to connect your Plug and Play extension with your existing Sparo Merchant Account.

Sign In to your Sparo merchant account

SIGN IN [I'm new to Sparo. Sign up](#)

Email address [STORE VIEW]

Password [STORE VIEW]

[Forgot your password](#)

Set your donation percentage

As a Sparo Merchant, you can chose to donate between 2% and 90% of the total sale to Sparo charities. If you're unsure about how much to donate, we recommend you start with 5%.

Set donation percentage

My Business will donate % of each transaction (minimum of 2%). [STORE VIEW]

We recommend that our partners donate 2% or more to our non-profits. If you wish to donate less than 2%, please [contact Sparo](#).
For more information about how the donation percentage works go to [Sparo Merchant FAQ](#)

For more information about setting your donation percentage, please see our [Merchant FAQs](#).

If you need to change your donation percentage please contact Sparo and we'd be happy to adjust it for you.

Contact and Billing Info

You will be charge a service fee of 2% per sales transaction on your Magento website. Sparo will mail you a monthly bill for this service fee. Please complete this contact information with your current billing address.

Contact and billing info

First Name	<input type="text"/>	[STORE VIEW]
Last Name	<input type="text"/>	[STORE VIEW]
Email address	<input type="text"/>	[STORE VIEW]
Phone	<input type="text"/>	[STORE VIEW]

Please provide a billing address. Sparo will mail you a monthly bill for the donations and service fees. [Learn more about fees and billing >>](#)

Address 1	<input type="text"/>	[STORE VIEW]
Address 2 (optional)	<input type="text"/>	[STORE VIEW]
City and state	<input type="text"/> <input type="button" value="Select"/>	[STORE VIEW]
Zip code	<input type="text"/>	[STORE VIEW]

When you're done filling your billing information, please click the "Save Config" button in the upper right hand corner of the screen.

Sign In to your Sparo merchant account

SIGN IN [I'm new to Sparo. Sign up](#)

Email address	<input type="text"/>	[STORE VIEW]
Password	<input type="password"/>	[STORE VIEW]

[Forgot your password](#)

Merchant Agreement

After you complete our signup form we kindly ask you to agree to our Merchant Agreement.

Please review the agreement and make sure your name, your business name, and donation percentage is correct.

When you've reviewed the merchant agreement, select the "I agree" checkbox and click the "Save Config" button in the upper right hand corner of the screen.

I agree to Sparo's [Terms of Service](#), [Privacy Policy](#), and the Merchant Agreement.

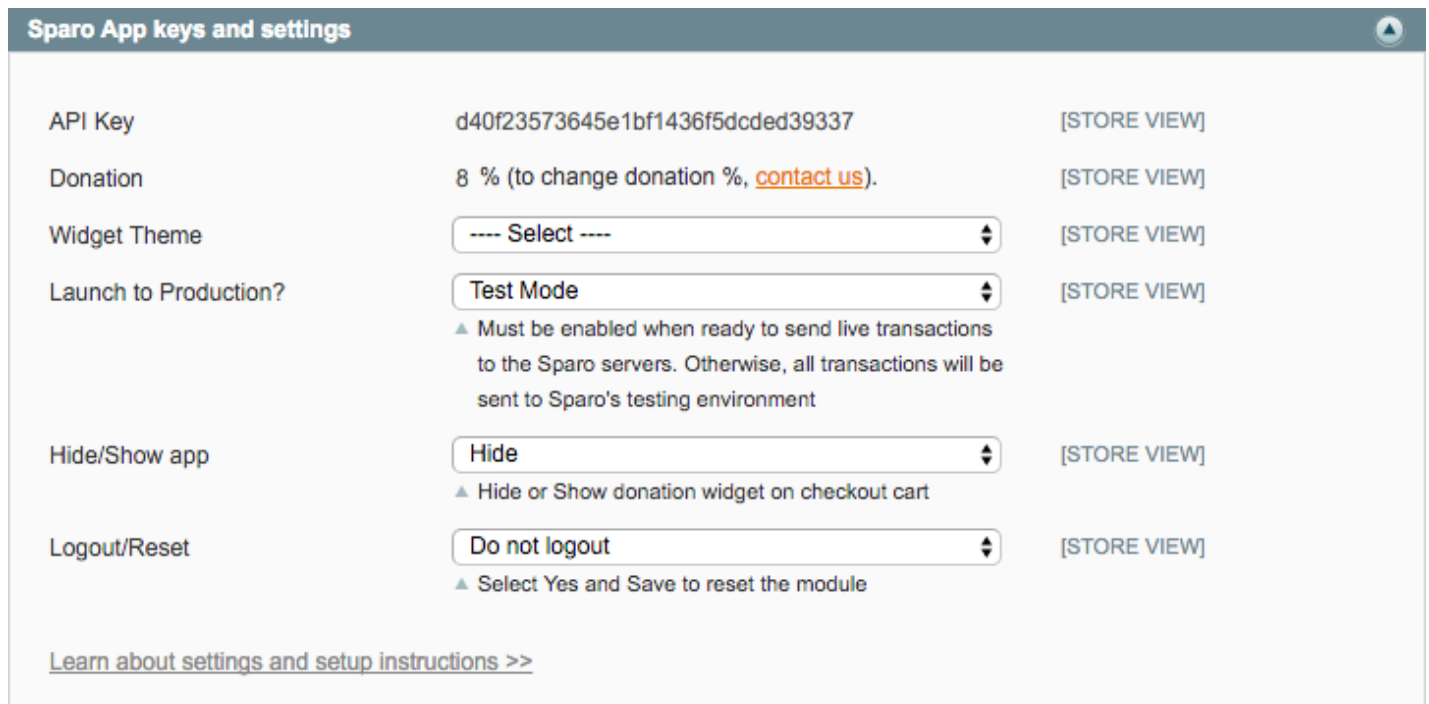
After you save your configuration, you should see your Account Details including your:

- Sparo Merchant ID
- Business Name
- Website
- Email
- Phone

If any of these are incorrect, please contact us at info@sparo.com to fix.

App Settings

When you're ready to activate the Sparo Donation App, click on the "App Settings" tab:



The screenshot shows a configuration page titled "Sparo App keys and settings". It contains several settings, each with a value, a dropdown menu, and a "[STORE VIEW]" link. The settings are:

Setting	Value	Action
API Key	d40f23573645e1bf1436f5dcdded39337	[STORE VIEW]
Donation	8 % (to change donation %, contact us).	[STORE VIEW]
Widget Theme	---- Select ----	[STORE VIEW]
Launch to Production?	Test Mode	[STORE VIEW]
	▲ Must be enabled when ready to send live transactions to the Sparo servers. Otherwise, all transactions will be sent to Sparo's testing environment	
Hide/Show app	Hide	[STORE VIEW]
	▲ Hide or Show donation widget on checkout cart	
Logout/Reset	Do not logout	[STORE VIEW]
	▲ Select Yes and Save to reset the module	

At the bottom of the page, there is a link: [Learn about settings and setup instructions >>](#)

You should see your:

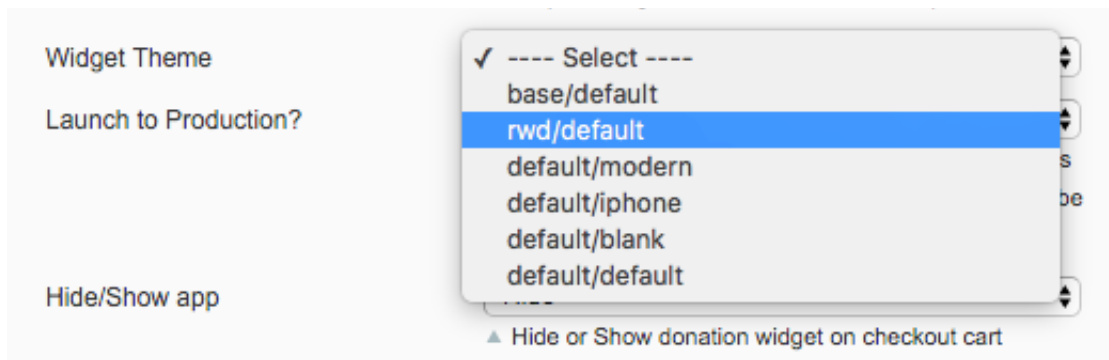
- API Key
- Donation Amount

If you need to make changes to your donation amount, please contact us at info@sparo.com.

In order to activate the Sparo Donation App, you must configure the following settings:

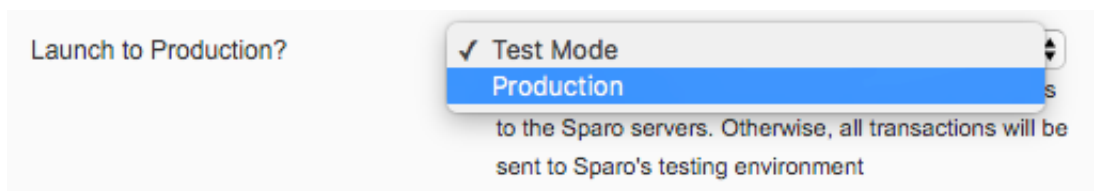
Widget Theme

Select from the dropdown which theme you would like the Sparo Donation App to be installed. (Usually this is your current Magento theme.)



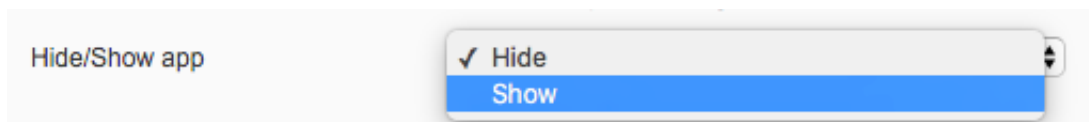
Launch to Production

By default, the Sparo Donation App is in "Test Mode" In order to accept live transactions you must select "production" from the dropdown.



Hide/Show app

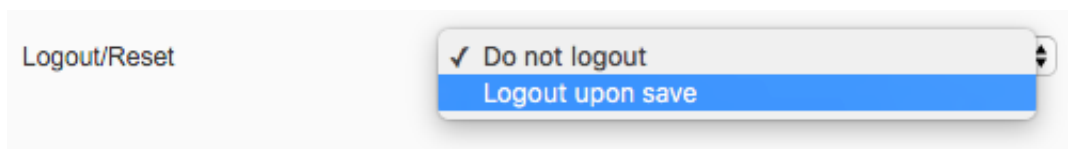
The Hide/Show app feature lets you toggle the Sparo Donation App from either showing or hiding on your checkout page. This handy feature allows you to toggle the display of the App on or off of your shopping cart.



Logout/Reset

If you need to logout or reset your Merchant account use this feature to do so.

To Log Out, Select "Logout upon save".

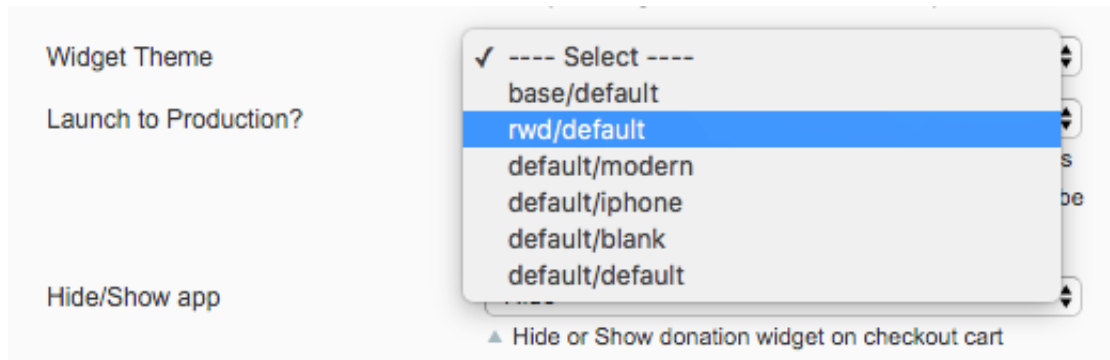


Then click "Save Config" in the upper righthand corner of the screen.



Widgets & Blocks

All the widgets and blocks that you need for the Sparo Donation App will be created once you chose a theme to use. Do this by selecting a theme in the App Settings screen:



Then click "Save Config" in the upper righthand corner of the screen.



Static Blocks

Once you have selected a theme, you will now see two new Static Blocks created under the CMS >> Static Blocks menu:

- Sparo Charity Selection Block
- Sparo Charity Confirmation Block

Widgets

You will also see two new Widget Instances created:

sparo_selection

The sparos_selection widget is the charity selection carousel that should be installed on your shopping cart page.

sparo_confirmation

The sparos_confirmation widget displays a confirmation message after purchase that a donation has been made to the selected charity. It should be installed on your one page checkout success page.

Add a Sparo Charity Selection widget to your checkout page

To add the sparos_selection widget to your Shopping Cart page:

1. Select the sparos_selection widget to view the edit widget screen
2. Click "Add Layout Update"
3. Select Display On: "Specified Page"
4. Select Page: "Shopping Cart"
5. Select Block Reference: "Page Header"





6. When done, click "Save" in the upper right corner of the page

You should now see the Sparo Donation App appear above your shopping cart.


FURNITURE ELECTRONICS APPAREL

MALL MART IS DONATING 5% OF YOUR PURCHASE AT NO COST TO YOU! ?


Select a Charity and we'll donate! [Sparo Member? Login Here](#)



[MORE CHARITIES](#)



SHOPPING CART [PROCEED TO CHECKOUT](#)

PRODUCT	PRICE	QTY	SUBTOTAL
 SONY VAIO VGN-TXN27N/B 11.1" NOTEBOOK PC <i>SKU: VGN-TXN27N/B</i>	\$2,699.99	1	\$2,699.99

[EMPTY CART](#) [UPDATE SHOPPING CART](#) -OR- [CONTINUE SHOPPING](#)

DISCOUNT CODES [APPLY](#)

ESTIMATE SHIPPING AND TAX

COUNTRY * STATE/PROVINCE * ZIP *

United States Please select region, stal

[ESTIMATE](#)

Add a Sparo Confirmation widget to your checkout page

To add the sparo_confirmation widget to your One Page Checkout Success page:

1. Select the sparo_confirmation widget to view the edit widget screen
2. Click "Add Layout Update"
3. Select Display On: "Specified Page"
4. Select Page: "One Page Checkout Success"
5. Select Block Reference: "Page Header"
6. When done, click "Save" in the upper right corner of the page

You should now see the Sparo Confirmation appear after a donation has been completed.

THANK YOU!

Because of your purchase, Mall Mart has donated 5% of your purchase to your selected charity!

Spread the word that shopping at Mall Mart helped you donate to your favorite cause.



Sign up for Sparo to log and track your Donation Activity. It only takes a few seconds!

SIGN UP

More Resources

Our Website

Please visit our Merchant FAQ to find more answers to commonly asked questions.

[Merchant FAQ Page](#)

Contact Us

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