

User's Instructions for Charge to Account Extension

How to install:

Please follow these steps:

1. Unpack extension archive into directory:

<Magento2 Root>\app\code\Wilson\

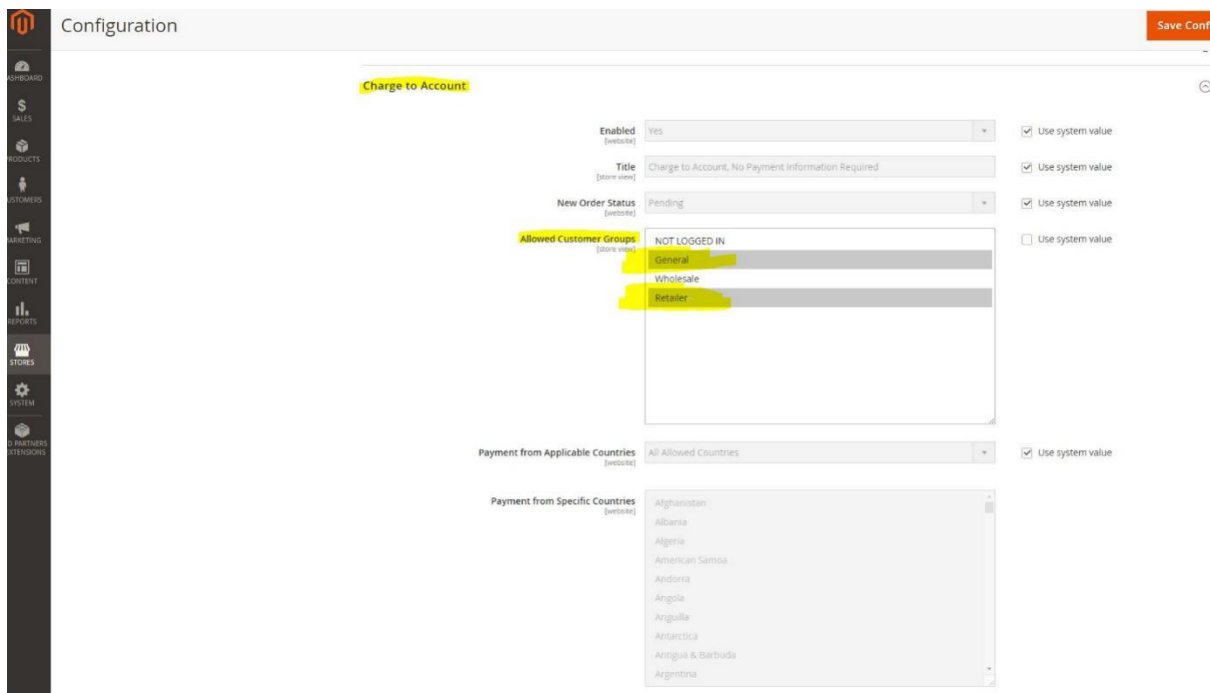
2. Run the following commands in terminal:

```
bin/magento setup:upgrade
```

How to configure:

Set which customer group can be charged to account:

go to Configuration -> Sales -> Payment Methods -> Charge to Account -> Allowed Customer Groups.



The screenshot shows the Magento 2 Configuration interface for the 'Charge to Account' payment method. The left sidebar contains navigation icons for Dashboard, Sales, Products, Customers, Marketing, Content, Reports, Stores, System, and Partnerships/Extensions. The main content area is titled 'Configuration' and features a 'Save Config' button in the top right corner. The 'Charge to Account' section is highlighted in yellow. The configuration options are as follows:

- Enabled:** Yes (dropdown menu) [Use system value checkbox checked]
- Title:** Charge to Account, No Payment Information Required (text field) [Use system value checkbox checked]
- New Order Status:** Pending (dropdown menu) [Use system value checkbox checked]
- Allowed Customer Groups:** NOT LOGGED IN (dropdown menu), General (checkbox checked), Wholesale (checkbox checked), Retailer (checkbox checked) [Use system value checkbox unchecked]
- Payment from Applicable Countries:** All Allowed Countries (dropdown menu) [Use system value checkbox checked]
- Payment from Specific Countries:** A scrollable list of countries including Afghanistan, Albania, Algeria, American Samoa, Andorra, Angola, Anguilla, Antarctica, Antigua & Barbuda, and Argentina.

How to use this payment method:

In checkout, a customer may select "charge to account" as payment method.



Payment

Check / Money order

Charge to Account, No Payment Information Required

My billing and shipping address are the same

Veronica Costello
6146 Honey Bluff Parkway
Calder, Michigan 49628-7978

(555) 229-3326

Place Order

Apply Discount Code 

Order Summary

Cart Subtotal

Shipping

Flat Rate - Fixed

Tax

Order Total

1 Item in Cart



Lono Yoga Short

Qty: 1

[View Details](#) 

Ship To:

Veronica Costello
6146 Honey Bluff Parkway
Calder, Michigan 49628-7978

For any issues, please contact wilson.sun330@gmail.com