

Changing Customer Details

When a customer signs up for an account, the default osCommerce install asks them to enter their details into the fields on the My Account Information screen. Required information is marked with an asterisk (*).

My Account Information

NOTE: If you already have an account with us, please login at the [login page](#).

Your Personal Details

Gender: Male Female *

First Name: *

Last Name: *

Date of Birth: * (eg. 05/21/1970)

E-Mail Address: *

Company Details

Company Name:

Your Address

Street Address: *

Suburb:

Post Code: *

City: *

State/Province: *

Country: *

Your Contact Information

Telephone Number: *

Fax Number:

Your Password

Password: *

Password Confirmation: *

Attitude's Simple osCommerce Guides

changing_customer_details.pdf

Download from:
www.oscommerce.co.nz/docs/

For osCommerce installation, customization and support, contact Attitude.

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Introduction

When customers create an account they enter their details into sign up fields.

This guide tells you how to remove some of those fields from the customer's sign up process, and how to restore them.

Quick Guide

1. Log into ADMIN.
2. Click on CONFIGURATION.
3. Click CUSTOMER DETAILS.
4. Select the field you wish to remove or restore.
5. Click the EDIT button.
6. Select the FALSE radio button to remove the field, or select the TRUE radio button to restore the field.
7. Click the UPDATE button to confirm your selection.



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You can easily remove the following fields:

- Gender
- Date of Birth
- Company
- Suburb
- State

Your Personal Details

Gender: Male Female *

First Name: *

Last Name: *

Date of Birth: * (eg. 05/21/1970)

E-Mail Address: *

Company Details

Company Name:

Your Address

Street Address: *

Suburb:

Post Code: *

City: *

State/Province: *

Country: *

If you would like to change or remove any other fields, contact us and we'll discuss it with you. Changing the other fields or adding new fields requires customization. A developer experienced with osCommerce customization can assist you with this.



Removing sign up fields

NOTE: The following instructions show you how to remove the State field. Use the same process to remove the Gender, Date of Birth, Company, or Suburb field

1. Log into ADMIN.
2. Click on CONFIGURATION.



The screenshot displays the osCommerce Administration interface. At the top, the osCommerce logo is on the left, and navigation links for "Administration", "Online Catalog", and "Support Site" are on the right. Below the header, there is a "Choose an action.." section with a language dropdown set to "English". The main content area is divided into several categories:

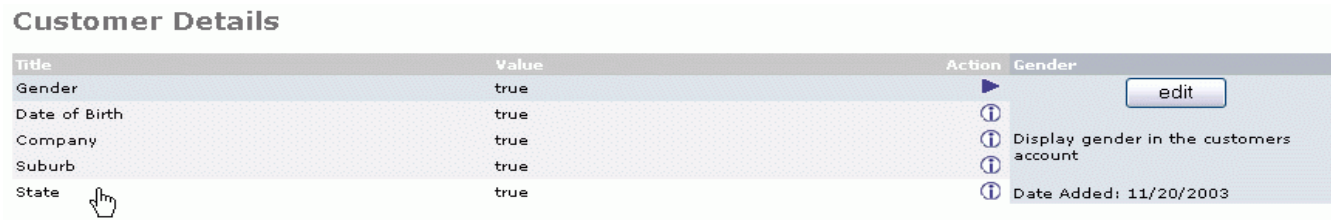
- osCommerce**: Support Site, Support Forums, Mailing Lists, Bug Reports, FAQ, Live Discussions, CVS Repository, Information Portal.
- Orders**: Pending: 83, Processing: 0, Delivered: 0, Phone/Mail Order: 3.
- Statistics**: Customers: 833, Products: 32, Reviews: 7.
- Security**: You are not protected by a secure SSL connection.
- Configuration** (highlighted with a mouse cursor): My Store, Logging, Cache.
- Modules**: Payment, Shipping.
- Catalog**: Contents, Manufacturers.
- Locations / Taxes**: Countries, Tax Zones.
- Customers**: Customers, Orders.
- Localization**: Currencies, Languages.
- Reports**: Products, Orders.
- Tools**: Backup, Banners, Files.

3. Click CUSTOMER DETAILS.

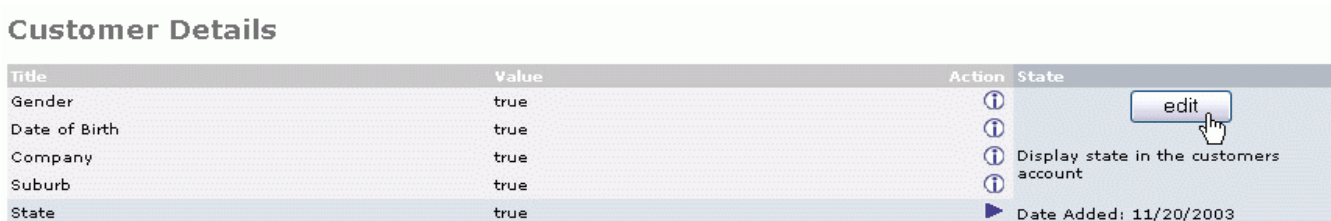
CUSTOMER DETAILS is in the Administration menu on the left hand side of the screen, in the CONFIGURATION section.



4. Select the field you wish to remove.



5. Click the EDIT button.



6. Select the FALSE radio button at the far right of the screen.

Selecting 'false' means the field won't be on the My Account Information screen when the customer enters their details. (When 'true' is selected, the field becomes visible.)

Title	Value	Action	State
Gender	true		Please make any necessary changes
Date of Birth	true		
Company	true		State
Suburb	true		Display state in the customers account
State	true		<input checked="" type="radio"/> true <input type="radio"/> false

7. Click the UPDATE button to confirm your selection.

Title	Value	Action	State
Gender	true		Please make any necessary changes
Date of Birth	true		
Company	true		State
Suburb	true		Display state in the customers account
State	true		<input type="radio"/> true <input checked="" type="radio"/> false

The value of the State field will change from 'true' to 'false'.

Title	Value	Action	State
Gender	true		<input type="button" value="edit"/>
Date of Birth	true		
Company	true		Display state in the customers account
Suburb	true		
State	false		Date Added: 11/20/2003 Last Modified: 08/31/2005

Because the value is 'false', the State field is removed from the My Account Information screen. (It's usually visible between the City and Country fields.)

Your Address

Street Address: *

Suburb:

Post Code: *

City: *

Country: *



Restoring sign up fields

When the value for a field is set to 'false', that field won't appear on the My Account Information screen. If you want to make that field reappear on the screen you need to change the field's value back to 'true'.

Follow steps 1 – 3 above by logging into ADMIN -> CONFIGURATION -> CUSTOMER DETAILS. Then select the field you wish to restore and click the EDIT button.

Title	Value	Action	State
Gender	true		<input type="button" value="edit"/>
Date of Birth	true		
Company	true		Display state in the customers account
Suburb	true		
State	false		Date Added: 11/20/2003 Last Modified: 08/31/2005

Select the TRUE radio button.

Title	Value	Action	State
Gender	true		Please make any necessary changes
Date of Birth	true		
Company	true		State
Suburb	true		Display state in the customers account
State	false		<input checked="" type="radio"/> true <input type="radio"/> false <input type="button" value="update"/> <input type="button" value="cancel"/>

Clicking the UPDATE button sets the value of the field back to 'true'.

Title	Value	Action	State
Gender	true		<input type="button" value="edit"/>
Date of Birth	true		
Company	true		Display state in the customers account
Suburb	true		
State	true		Date Added: 11/20/2003 Last Modified: 08/31/2005