

# Volume Discount & Form Fields



This document is to review how to use the OSP Product options for volume discount to be able to apply a price decrease when a product is purchased multiple times. This will also cover how to use form fields as a way to collect additional information from the purchaser.

## **How does Volume Discount work?**

Volume discount works by setting up a product and using the volume discount tab to set an increase or decrease in price specific to a quantity when that product is purchased. Example: a device insurance for students but the insurance is a lower price when being purchased for multiple students in the same family.

## **How do I use Inventory Quantity Adjustments?**

1. Set up a new OSP product or edit existing products before going to the “Volume Discount” tab on the product.
2. Enter the quantity and the price for that quantity
3. Click New to add
4. Save the product at the bottom of the page

The screenshot shows the 'Volume Discount' form in the OSP interface. At the top, there are two input fields: 'Quantity :' with a placeholder 'Enter Quantity...' and 'Price :' with a placeholder 'Enter Discount Price..'. Below these fields is a blue button labeled 'New' with a plus icon. Underneath the button is a table with two columns: 'Quantity' and 'Price'. The table contains three rows of data, each with a 'Delete' button to its right. The first row shows a quantity of 2 at a price of \$20.00. The second row shows a quantity of 3 at a price of \$18.00. The third row shows a quantity of 4 at a price of \$15.00.

Quantity	Price	
2	\$20.00	Delete
3	\$18.00	Delete
4	\$15.00	Delete


*Example of setting up volume discount*

5. The volume discount will show under the product in the OSP School Store for purchasers to see. The discount will be applied once the product is added to the cart.

CHROMEBOOK INSURANCE SKU ZY986-213

Chromebook Insurance

Qty  Price : \$25.00



Add to Cart

Chromebook insurance for families. 4 for more students is \$15 for each device insurance.

Sponsor/Teacher

baker,zack

Grade Level

N/A

Volume Discount

Qty	Price
2	\$20.00
3	\$18.00
4	\$15.00

*OSP School Store View of Volume Discount*

### **How does Form Fields work?**

Form Fields works by setting up an OSP product and using the form fields tab to add different labels that can be left optional or made required to be entered by the purchaser before checking out.

### **How do I use Form Fields?**

1. Set up a new OSP product or edit existing products before going to the “Form Fields” tab on the Product.
2. Select the type of form field to add
  - a. String - Open text field
  - b. Date - adds a calendar to pick a specific day
  - c. List - Sets up a drop down menu of options
3. Type what information you are requesting from the purchaser into the label field
4. Check the box to make the form field required in order to be purchased, or leave it unchecked to keep the form field optional.

- Click +Add to add additional rows of form fields.
- Save the product at the bottom of the page.

Form Fields

Type	Label	Required	
<input checked="" type="radio"/> String <input type="radio"/> Date <input type="radio"/> List	<input type="text" value="Instrument"/>	<input checked="" type="checkbox"/>	<button>Remove</button>
<input type="radio"/> String <input checked="" type="radio"/> Date <input type="radio"/> List	<input type="text" value="Date"/>	<input type="checkbox"/>	<button>Remove</button>
<input type="radio"/> String <input type="radio"/> Date <input checked="" type="radio"/> List <input type="text" value="Orchestra, Marching Band, Concert Band"/>	<input type="text" value="Select Band Type"/>	<input checked="" type="checkbox"/>	<button>Remove</button>

+ Add

*Example of setting up form fields*

- The form fields will show under the product in the OSP School Store for purchasers to enter the information. It is recommended to add additional instructions in the Activity Short Description.

BAND REGISTRATION FEE SKU ZY986-524

Band Registration Fee

Qty 
Price : \$75.00

Add to Cart

Band Registration Fee. Please include the required information in the form fields below.

*OSP School Store view of Form Fields*