About the online store

You can create an online store from which to offer merchandise or services. The store feature must be enabled for you to use it.

On this page:

- Enabling PayPal
- Enabling the Online Store
- Creating a Store Category
- Adding an Item to the store
- Adding Items to Store Category with Images (Media)
  - Adding items to categories
  - Adding images to an item

Related pages:

- About the online store categories
- About online store settings
- About the online store checkout process

Site Admins can perform all of the actions listed below.

The following actions are available for **Online Store** Items with the specified service and user roles:

Action	Description	Services	User Roles
View	Able to view the Online Store categories and items	Web Site	Shop Admin

Add	Able to add items to the Online Store	Web Site	Shop Admin
Edit	Able to edit items in the Online Store	Web Site	Shop Admin
Delete	Able to delete items in the Online Store	Web Site	Shop Admin
Manage Settings	Able to manage the Online Store settings	Web Site	Site Admin only

The **Online Store** is a RescueGroups.org feature that allows you to sell items on your RescueGroups.org website. Your customers use a PayPal shopping cart to purchase the items, so you don't have to worry about handling credit card information or online payments. You can sell products, services, or solicit donations for things such as the **Memorial** page.
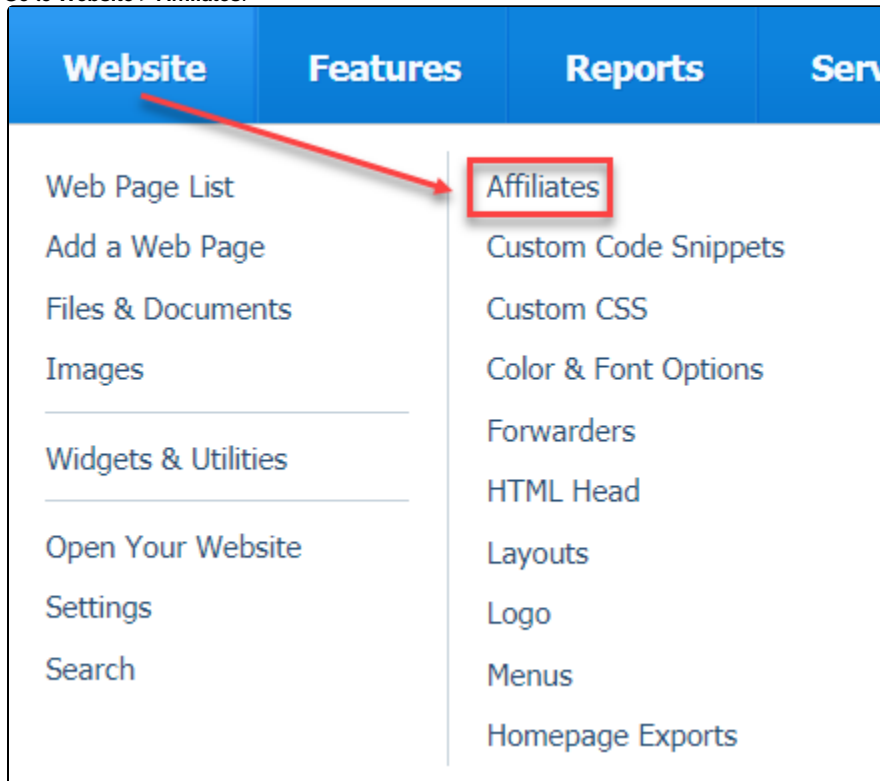
> ⚠️ You must have a PayPal account to use this feature. If you do not already have a PayPal account, you can sign up for one on their website.

Enabling PayPal

To enable the use of PayPal on your website, follow these instructions:
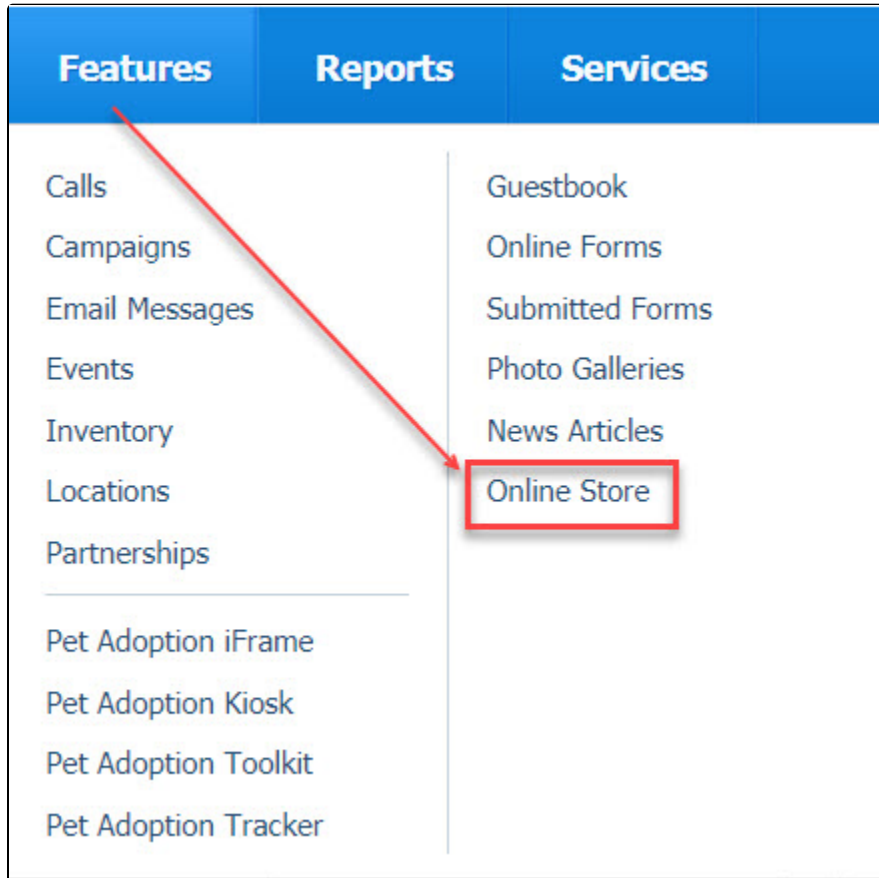
1. Go to **Website > Affiliates**.

2. Enter your organization PayPal email address.

3. Check **Enable PayPal Donate Button** to be able to use a PayPal button on your website.
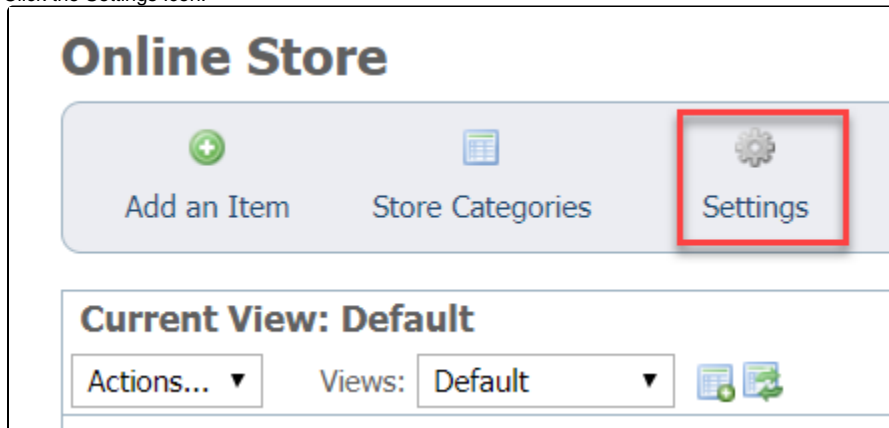4. Click **Save Affiliates**.

Enabling the Online Store

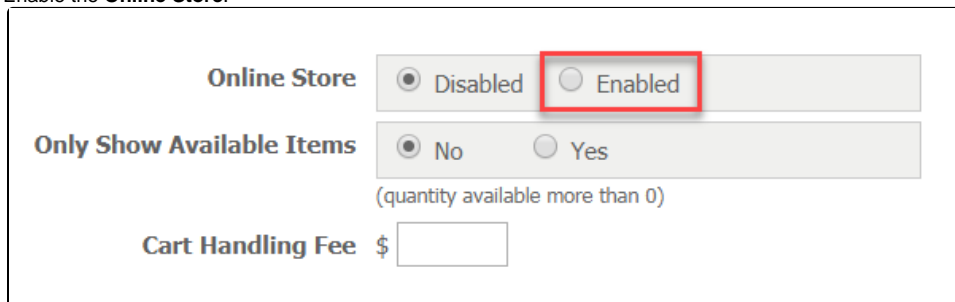To enable the use of the **Online Store** feature:

1. Go to **Features > Online Store**.

2. Click the Settings Icon.
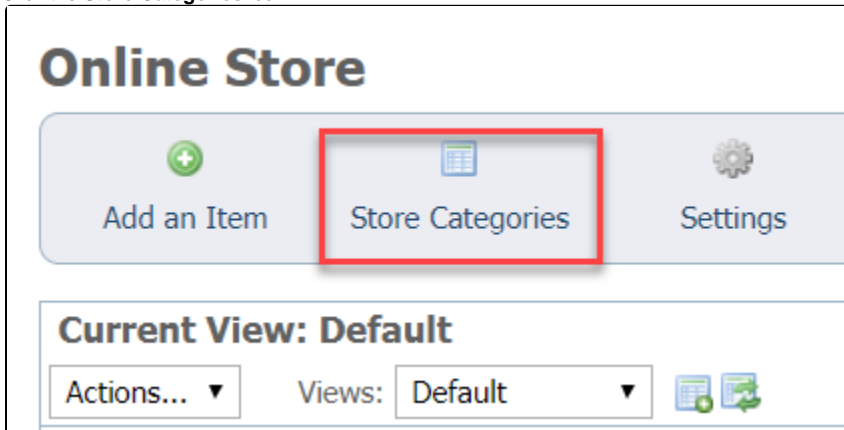

3. Enable the **Online Store**.
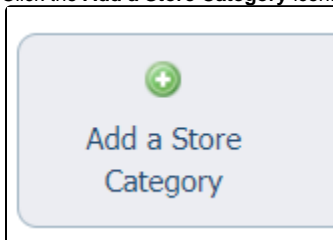

4. Click **Save Settings**.

Creating a Store Category

In order to add items to your online store, you must create categories to use to sort the items. To create categories:

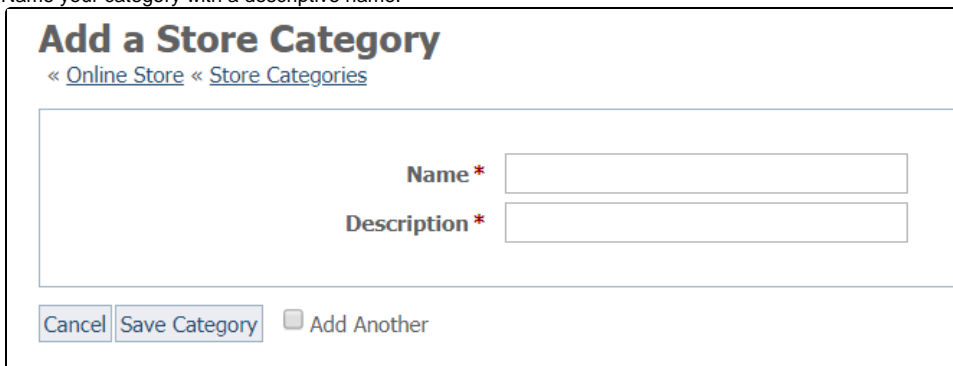1. Go to the **Online Store** (**Features > Online Store**).
2. Click the **Store Categories** icon.

3. Click the **Add a Store Category** icon.

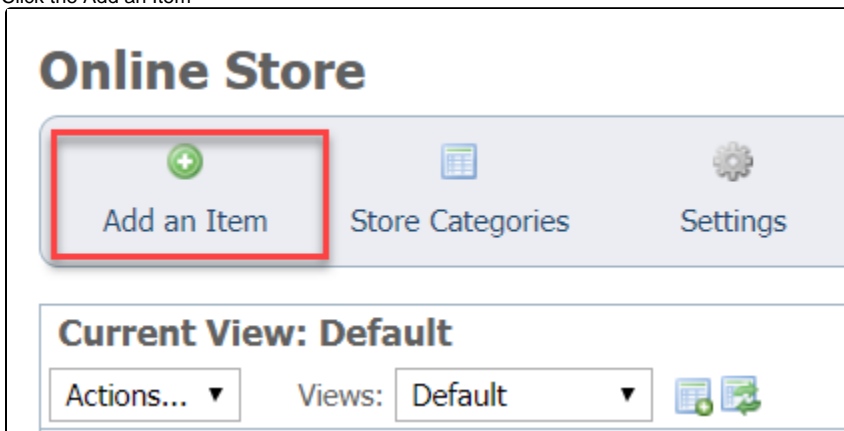4. Name your category with a descriptive name.

5. Enter a brief description.
6. Click **Save Category** or tick the **Add Another** checkbox and then click **Save Category**.

Adding an Item to the store

1. Go to the Online Store (Features > Online Store)

2. Click the Add an Item

3. Name your item.
4. Enter a description.
5. Enter the price.
6. Click **Save Store** Item.

Adding Items to Store Category with Images (Media)

You now have created both a store category and a store item. Since you've just added the item, you will see links to add the item to a category and to add media to the item above the item in the list of items in your **Online Store**. Now add the item to a category and add images (media) to the item. You will see these links when you click an item in your online store list of items.

Adding items to categories

1. Click Save Item toCategory.

Adding images to an item

Pictures are great when you want to sell an item. To add images (media) to your item:

a. Click the item from the list of items in your online store.
b. Click the Media link above the item.
c. Click the Add a Picture for this Item icon.
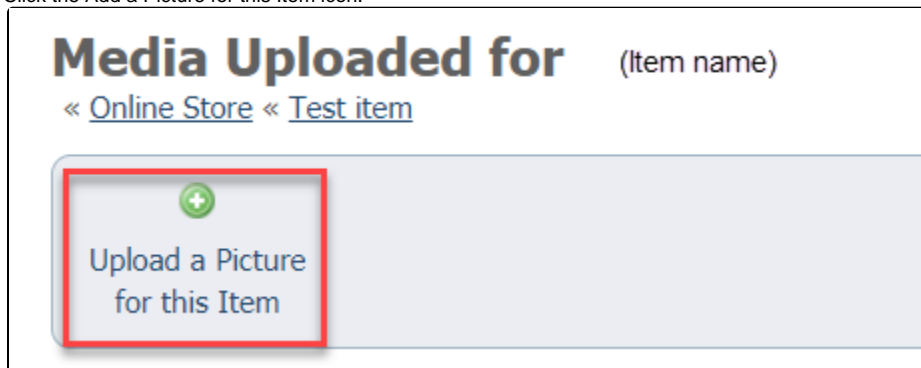
d. Click the **Media** to add images to the store item.
e. Click **Upload a Picture for this Item**.

1. Click **Upload Store Item Photo** to save.

For best image quality resize the images for the store items to 350 x 250 pixels.

Popular Questions

Topics:

- animals
- store
- animal

1. 0
   votes
   ### Linking support for an animal to payment
   - **0** answers
   - Andrea Homan
   - Apr 24, 2024
   - animals

2. 0
   votes
   ### How do I get my listings to automatically feed to Facebook?
   - **2** answers
   - Jennifer Myers
   - Mar 20, 2024
   - animals
   - website
   - exports
   - facebook
   - iframe

3. 0
   votes
   ### How can we embed our available or adopted animal data stored in RescueGroups.org for display on an external website service?
   - **4** answers
   - Whiskers & Tails Rescue Foundation
   - Sept 21, 2023
   - Space: Website Service Guide
   - website
   - exports
   - animals
   - toolkit

4. 0
   votes
   ### Requests
   - **0** answers
   - Anita Lowman
   - Feb 19, 2024
   - requests
   - animals

5. 0
   votes
   ### My Animal List is empty
   - **2** answers
   - Tammy Mullins
   - Feb 06, 2024
   - animals

6. 0
   votes
   ### Add a mixed breed choice for dogs
   - **1** answer
   - Richard [RG]
   - Feb 27, 2014
   - requests
   - animals
   - breeds
   - exports

7. 0
   votes
   ### Change default location to "no"
   - **1** answer
   - Alana Woodbury
   - Jan 22, 2024
   - animals

- exports

8. 0 votes

What fields is the Asilomar Advanced Animal Statistics report pulling from

- **0** answers
- Alana Woodbury
- Jan 20, 2024
- animals

9. 0 votes status

Is there a way to view relationship from the Animal List page?

- **1** answer
- Michelle Caylor
- Dec 08, 2023
- animals

10. 0 votes status

Can we increase the information exported to Adopt-A-Pet to include relationships?

- **1** answer
- Michelle Caylor
- Dec 08, 2023
- animals
- exports

Have a question about this topic?