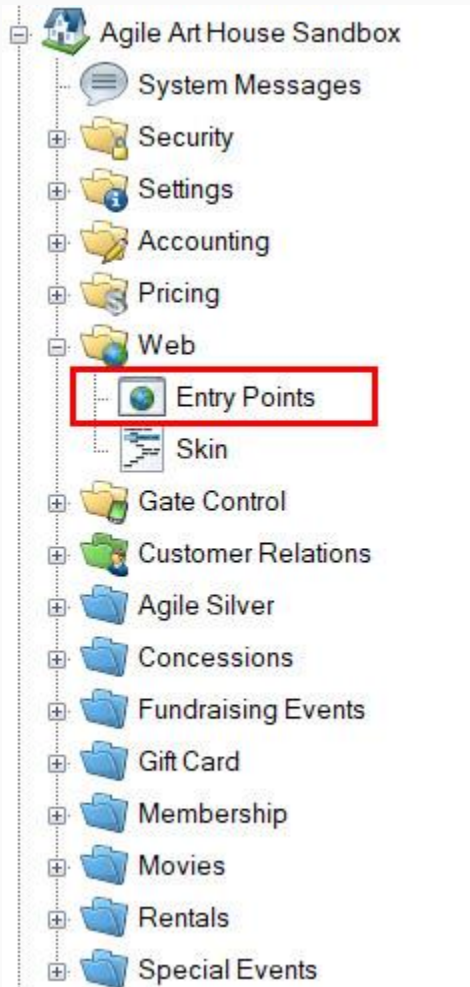


Create Addit Links

1. Login to **Administration**.
2. Under the **Web** folder, open the **Entry Points** icon.

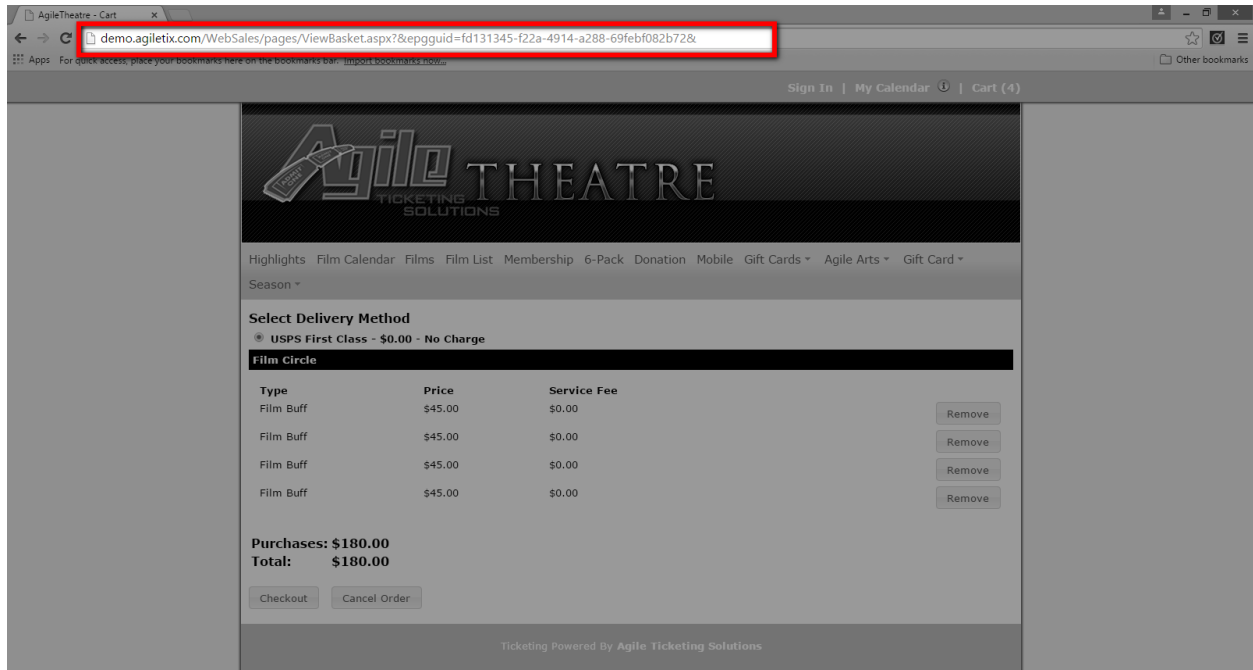


3. From here, select the correct entry point group and below it, right-click the **Entry Point** you want to use for the addit links. Click **Open in Browser**.

Entry Point Name	Display Group	Sequence Number	Type	Enabled
Highlights		0	Agile List : Event	True
Film Calendar		1	Agile List : Event	True
Films		2	Agile List : Event	True
Film List		3	Agile List : Event	True
Membership		10	Membership Info	True
6-Pack		21	Catalog Info	True
Donation		30	Donation List	True
Mobile		40	External Link	True
Agile Arts D	Agile Arts	4	Agile List : Event	True
Agile Arts C	Agile Arts	5	Agile List : Event	True
Gift Card Pu	Gift Card	6	Gift Card Info	True
Gift Card Ba	Gift Cards	0	Gift Card Balance Inquiry	True
Season Package	Season	19	Package Info	True
Flex Season	Season	20	Membership Info	True

A context menu is open over the 'Membership' row, showing options: New, Properties, Delete, Copy Shortcut, and Open in Browser (highlighted).

4. In the browser, click the purchase link to add a membership to your cart.



5. Copy the URL of the purchase page into Notepad or a similar application.

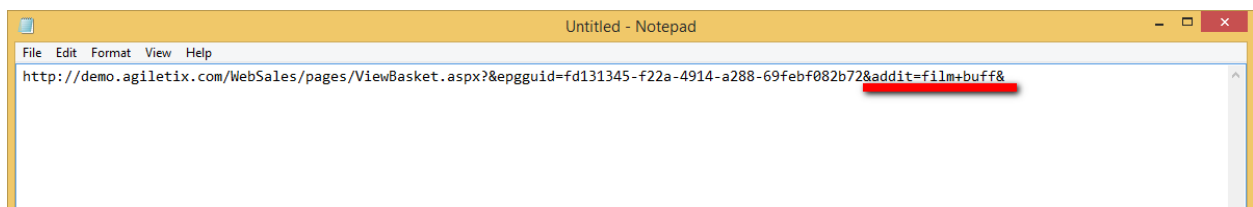
6. After the ampersand (&) in the URL, add the following: "addit={membership level}&". Where membership level is, add the name of the membership, using a "+" instead of a space. For example: **addit=festival+fan&**

There is the ability to specify the quantity of membership added to the cart, if the client does not want only one added. To do this, add a "~{quantity}&" after the membership level. EXAMPLE: **addit={membership+level}~{quantity}&**

You can also create addit links specifically for 12 month pledge memberships as well. To create an addit link for a 12 month pledge membership, follow the same steps above, after the "{quantity}" include a "~true" for a 12 month pledge or "~false" if it is not a 12 month pledge. EXAMPLE: **addit={membership+level}~{quantity}~{true}&**

Additionally, you can create addit links with promo codes attached. After the 'true/false' for a pledge you would add another "~{promo code}&".

Example: **addit={membership+level}~{quantity}~{pledge true/false}~{promo}&**



7. This is the link you will add on your website so customers can click on it, and it will add that one membership to their cart. You can test this by copying the link into a web browser, and you will see the membership added into your cart.