Guest to Customer for Magento 2

User Guide

1. Introduction

Thinking about converting guest orders into customers and offering them an outstanding experience? Then, Milople's Magento 2 Guest to customer extension is the perfect match satisfying your needs.

The module facilitates managing guest users in a more effective manner by notifying customers using an email.

2. Extension Configuration

Once you are done with downloading the extension file, go to the Magento backend and configure the extension. Check the below screenshot.

For configuring the extension, login to Magento 2, navigate to **Stores > Configuration** > **Guest to Customer**. Here, you will find various settings to manage the extension effectively.





















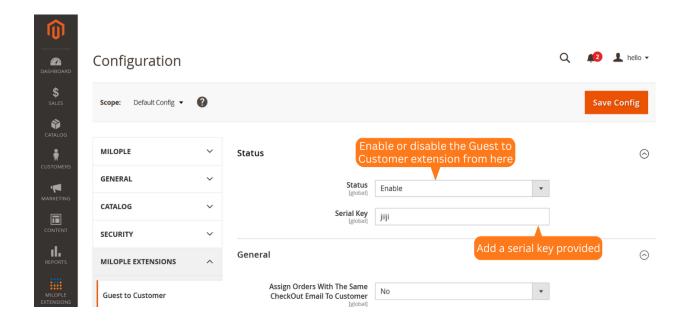


Manage Customers

Configuration

Now, you need to enter the serial key that you will find from the "**My Account**" dashboard. Enter the serial key provided to activate the module.

The status functionality can enable or disable the Magento 2 Guest to Customer extension from here.



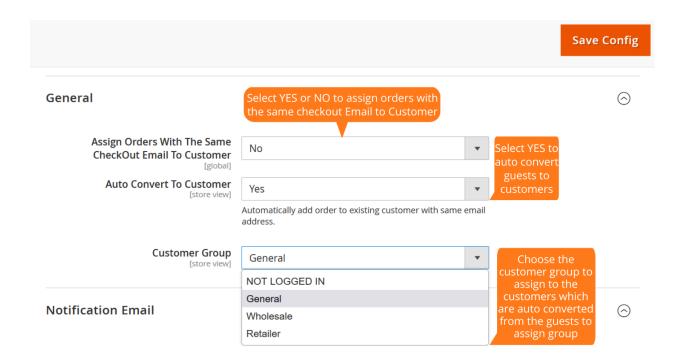
3. General Configuration

You may find the following settings in the General Configuration that are mentioned below:

You can choose yes to assign orders with the same checkout Email to Customer.

The admin can select to auto convert guests to customers.

Here, you can select the customer group to assign to the customers which are auto converted from the guests.



Once Auto Convert Guests to Customer is enabled to "No" from the configuration, then all the guests gets listed to a separate grid under **Customers > Manage Guests**. Here, the admin is allowed to select multiple guests and then, convert guests to customers using a "Assign a Customer Group" from the drop-down menu.



4. Notification Email:

The module allows admin to choose yes to send email notification to customers.

Here, the admin can select the email sender.

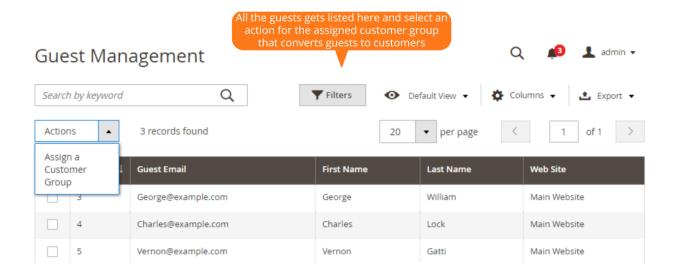
Allows you to select the email template.



5. Manage Guests:

In the Manage Guests grid, once you set the "Auto Convert Guest to Customer" as No in the configuration all the guests gets listed here.

Choose guests and select an action for the assigned customer group that converts guests to customers.



Guest to Customer

Auto converted guests to customers from "Manage Grid" gets enlisted to customers grid from here.

Email Notification to Customers on Frontend

Email Notification to customers after the account is converted from guests to customers.