

Tipping panel

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The Tipping Panel at checkout allows customers to easily add a tip for the driver or cashier as a token of appreciation for their service. This feature provides a convenient way to support delivery personnel or in-store staff directly during the ordering process.

Enabling Tipping Panel

Steps:

1. Open your POS, create a new item and name it **Driver Tip**. Ensure it is made available on the webstore.
2. Then open **WebStore Manager**, go to **Fulfillment & Taxes > General Setup** > select the country. Now you are brought to an interface that allows you to select a product from your store that will be displayed in the order summary.
3. Go to the section **Configure and select the product used for Tipping** and choose the item you've just created on your POS for this purpose.

The screenshot shows the 'Tipping Panel Configuration' page. At the top left is a 'Back' button. The title is 'Tipping Panel Configuration'. Below the title are three bullet points: 'The Tipping panel is a panel on the checkout that allows the shopper to add a tip for the driver to their order. You can edit the template in the Edit Templates panel or by clicking here.', 'This interface allows you to select a product from your store that will be displayed in the panel. The product is displayed on the checkout with a checkbox beside it.', and 'If checked, the customer can enter an amount for the tip, which is added to their basket.' Below this is the 'Tipping Panel Settings' section. It has a checked checkbox for 'Enable the Tipping Panel on the checkout page' and a text input for 'Tipping Panel name' with the value 'Tip the driver'. Below that is a checkbox for 'Require a tip on the order.' and a text input for 'Message displayed if a tip is required' with the value 'Tip here please'. Below this is a search section with the text 'This input will search for products on your store by Product Name. The product name will appear on orders, so it is recommended you name it "Driver Tip" or similar for clarity. Simply start typing the product name and select the product from the list that appears.' It has a 'Find a Product' input with 'drive' typed in, and a 'Selected Product for Tipping:' dropdown with 'Driver tip' selected. Below the search is a blue button labeled 'Driver tip'. Below that is the 'Displaying the Tipping Panel' section. It has a section for 'Shipping Methods displaying the Tipping Panel' with a list: 'New Shipping Carrier - New Shipping Carrier', 'Delivery - New Service', and '24h delivery - 24h delivery'. There is a checked checkbox for 'Show the Tipping Panel on "24h delivery - 24h delivery"'. At the bottom is a 'Save Form' button.

4. Scroll down to the **Fulfillment methods** section and navigate to the **shipping method** for which you'd like to enable the tipping panel, go to **Tipping Panel** section, click **Configure**.

New Shipping Carrier - New Shipping Carrier

Pick up in Store - Pick up in Store

24h delivery - 24h delivery

Available to: United States

Calculation Method: By Weight

Range: Up to maximum of 100

Shipping Integration: None. [Change...](#)

Shipping Schedule: [Configure](#)

Tipping Panel: [Configure](#)

Shipping Rules: No Rules defined.. [Add Shipping Rule...](#)

[Delete](#) [Close](#)

5. Make sure you have ticked the box **Show the Tipping Panel** on the selected delivery method.
6. It is also possible to make tipping obligatory once you tick the **Require a tip on the order** checkbox.
7. **Save the form** and the tipping panel should now be available at your checkout, if the customer selects the shipping method with an enabled tipping panel.

Tip the driver

Show your support by adding a tip to your order.

Yes, I would like to add a tip.

\$ [Add](#) [Remove](#)