



***HOW TO  
Set Up & Administer a  
Miva Merchant Domain***

Revision 1.5



Miva Corporation  
5060 Santa Fe Street  
San Diego, CA 92109

Telephone: 858-490-2570  
Telefax: 858-731-4200

<http://www.miva.com>  
[info@miva.com](mailto:info@miva.com)

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MM1019-06

# HOW TO

## Set Up & Administer a Miva Merchant Domain

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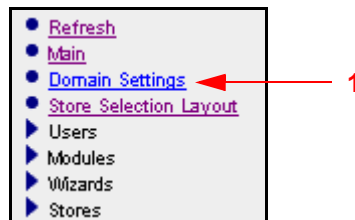
The Miva Merchant environment is categorized into two functional areas:

- |          |   |
|----------|---|
| Domain   | The general administration area that is not connected directly to any Miva Merchant store.            |
| Store(s) | As you add stores, each will have its own environment that you will be able to administer separately. |


The initial domain settings are configured during the setup of Miva Merchant. After you have completed your domain settings in the Setup Wizard or `setup.mv`, you can update them whenever you like in `admin.mv`. The Domain Settings link is in the Administration Interface menu. Select it to go to the Domain Settings form.

These are the links to information that can be changed in Domain Settings:

- [“Information” on page 2](#)
  - [“Registration” on page 3](#)
  - [“Site Configuration” on page 4](#)
  - [“Timeouts” on page 5](#)
  - [“Upload Settings \(new in 4.1\)” on page 6](#)
  - [“Notification Settings \(new in 4.1\)” on page 7](#)
1. In the Administration Interface menu, select the Domain Settings link.



- The Information form displays.

Domain Settings 	
<b>Information</b>	<a href="#">Registration</a> <a href="#">Site Configuration</a> <a href="#">Timeouts</a> <a href="#">Upload Settings</a>
	<a href="#">Notification Settings</a>
<b>Domain Name:</b>	<input type="text" value="127.0.0.1"/>
<b>License #:</b>	test-CE GF JII II 31
<b>Version:</b>	4.10


**Note:** Each form has an Update button and a Reset button. Click Update to save changes. Click Reset to return to the settings of the prior update.

## Information

- Click the Information tab.

The Information form allows you to change your domain name. This name can be up to 100 alphanumeric characters. The default name is taken from your URL, but this can be changed to anything you want.

You will also find your license number located on this screen as well as the version of Miva Merchant that you are currently running.

Domain Settings 	
<b>Information</b>	<a href="#">Registration</a> <a href="#">Site Configuration</a> <a href="#">Timeouts</a> <a href="#">Upload Settings</a>
	<a href="#">Notification Settings</a>
<b>Domain Name:</b>	<input type="text" value="127.0.0.1"/>
<b>License #:</b>	test-CE GF JII II 31
<b>Version:</b>	4.10

## Registration

1. Click the Registration tab to change your name and address information. The information entered during Setup is the default for these settings. Bold settings identify required fields, the information in these fields may be updated, but they can not be left blank.

Domain Settings 	
<a href="#">Information</a>	<b>Registration</b>
<a href="#">Notification Settings</a>	<a href="#">Site Configuration</a>
	<a href="#">Timeouts</a>
	<a href="#">Upload Settings</a>
<b>Owner:</b>	<input type="text" value="Elisha Raymond"/>
<b>Email Address:</b>	<input type="text" value="elise@miva.com"/>
Company:	<input type="text" value="Miva Corporation"/>
<b>Address:</b>	<input type="text" value="5060 Santa Fe Street"/>
<b>City:</b>	<input type="text" value="San Diego"/>
<b>State/Province:</b>	<input type="text" value="CA"/>
<b>Zip/Postal Code:</b>	<input type="text" value="92109"/>
<b>Country:</b>	<input type="text" value="United States"/> ▼
<b>Phone:</b>	<input type="text" value="858-490-2570"/>
Fax:	<input type="text"/>

## Site Configuration

The site configuration link displays the directories and URL paths for your store site. This is also the screen that you should access if you have changed your mail server, or if you want to change whether or not your Email addresses should use the angle brackets.

URLs in **Bold** are required. They may be changed, but their fields can not be left blank.

<a href="#">Information</a>	<a href="#">Registration</a>	<b>Site Configuration</b>	<a href="#">Timeouts</a>	<a href="#">Upload Settings</a>
<a href="#">Notification Settings</a>				
<b>Non-secure URL to Miva Merchant:</b>	<input type="text" value="http://pcelise:8001/merchant2/merchant.mv"/>			
Secure URL to Miva Merchant:	<input type="text"/>			
Secure URL to Administration:	<input type="text"/>			
<b>Root Directory for Graphics:</b>	<input type="text" value="/merchant2/"/>			
<b>Base URL for Graphics:</b>	<input type="text" value="http://pcelise:8001/merchant2/"/>			
Secure Base URL for Graphics:	<input type="text"/>			
<b>Root Directory for Modules:</b>	<input type="text" value="/merchant2/"/>			
Secure Root Directory for Modules:	<input type="text"/>			
<b>Mail Server:</b>	<input type="text" value="mail.miva.com"/>			
	<input checked="" type="checkbox"/> Add Angle Brackets to Email Addresses			
Mail Method:	<input type="text"/>			
	<input checked="" type="checkbox"/> <b>Use Strict Validation for Codes</b>			

### Mail Server

The Mail Server address is the address of your Internet Hosting Provider's (IHP) mail server. That is the server that sends out email. This is not an email address. You must get this address from your IHP. In some cases the IHP will tell what this is in a FAQ page. If you cannot find the information on the website, contact the IHP directly.

Some email providers require angle brackets at the front a back of the address. This would mean the email address `documentation@miva.com` would look like `<documentation@miva.com>`. Contact your IHP to find if you need angle brackets.

### Mail Method (new in 4.1)

The optional commerce library method to use for email.

**Use Strict Validation for Codes (new in 4.13)**


When checked (which is the default), requires entering only alpha numeric characters, the underscore ( \_ ) and hyphen ( - ) for the Login and all codes, such as the product code, category code, etc. Strict Validation is recommended and is the default.

**Caution:** If this is ever unchecked, Miva Merchant will allow other characters. However, symbols and punctuation should generally be avoided, and some symbols (such as the %, &, and #) are never allowed for a code. Also, if after being off, Strict Validation is turned on again, codes which had been valid will become invalid.

## Timeouts

Timeouts for Domain Settings include:


- **Administration Session Timeout**  
The length of time an administrative user can be inactive before the system logs off that user. The default value is 60 minutes.
- **Failed Login Lockout Time**  
The amount of time an administrative user's login is disabled after the allowed number of failed login attempts.
- **Failed Login Attempts Allowed**  
The number of times an administrative user can attempt to log in, before that login name is locked out for the time indicated in Failed Login Lockout Time.
- **Verify IP Addresses (new in 4.15)**  
For added security, the Remote IP address of the user for whom the unique session was created gets recorded is verified at login.

Domain Settings 	
<a href="#">Information</a> <a href="#">Registration</a> <a href="#">Site Configuration</a> <b>Timeouts</b> <a href="#">Upload Settings</a>	
<a href="#">Notification Settings</a>	
<b>Administration Session Timeout:</b>	<input type="text" value="300"/>
<b>Failed Login Lockout Time:</b>	<input type="text" value="15"/>
<b>Failed Login Attempts Allowed:</b>	<input type="text" value="3"/>
	<input type="checkbox"/> Verify IP Addresses

A message in the Administration Interface Main Data area indicates the number of failed login attempts have occurred since your last login. The number of timeouts is also included in this number.

## Upload Settings (new in 4.1)

Upload Settings lets a domain administrator set the valid extensions for images that can be uploaded using Miva Merchant.

Domain Settings 				
<a href="#">Information</a>	<a href="#">Registration</a>	<a href="#">Site Configuration</a>	<a href="#">Timeouts</a>	<b>Upload Settings</b>
<a href="#">Notification Settings</a>				
Image Extension Types: <input type="text" value="gif,jpg,jpeg,jpe,xbm"/>				

## Notification Settings (new in 4.1)

The Notification Settings tab contains:

- URL To Notification Server  
The location at Miva Corporation.

**Caution:** Do not change this URL, otherwise you will not be properly notified.

- Display  
Check any or all notification types you want to receive.  
**New in 4.13:** Tips & Tricks, Documentation Updates, E-Commerce Newsletter.
- Check for Notification  
Click the button next to the schedule you want for checking for new notifications.

**Domain Settings**

[Information](#)   [Registration](#)   [Site Configuration](#)   [Timeouts](#)   [Upload Settings](#)

**Notification Settings**

**URL To Notification Server:**

**Display:**

- Security Alerts
- Software Updates/Upgrades
- Tips & Tricks
- Documentation Updates
- E-Commerce Newsletter
- Special Offers

**Check for Notifications:**

- At Every Login
- Daily
- Weekly
- Never