Adding Joy of Plants' Images & Texts to WooCommerce (plus links to Plant Finder)

V7, 02/11/2020

Overview

Joy of Plants supplies a plugin for WooCommerce that connects it to the Joy of Plants Image & Text Library.

After the plugin is installed, you can "export" your plant list from WooCommerce and then use tools in hub.joyofplants.com to generate a "WooCommerce with JOP" import file that incorporates plant images & texts from our library into WooCommerce product pages:

Our library has over 14,900 UK plants, and we work with suppliers to add new plants every year.

To see what our images & texts look like on live product pages (and how they can optionally be linked to our Plant Finder), see the Joy of Plants demo for WooCommerce site here:

https://woocommercedemo2.joyofplants.com – this uses the Flatsome Theme

For general help in setting up a WooCommerce webshop, please see the support pages in WooCommerce. In this user guide we only cover the WooCommerce functions used to work with Joy of Plants images & texts.

Setting up to use our images & texts with WooCommerce

Before you can add images & texts from our library to your WooCommerce webshop, there are setup things to do:

1. **Register at hub.joyofplants.com, click "Image & Text Library" and request the upgrade.**
    Joy of Plants will contact you to enable your account in the library and send you instructions for your setup.

2. **If you don't have one already, set up your WooCommerce webshop. In your webshop Admin, add the "Joy of Plants Library" plugin. Update the "API Settings" using the credentials you were sent by Joy of Plants.**
    The plugin adds Joy of Plants menu options for "Overview", "Export", "Import", "Plant Finder" and "API Settings", adds fields to the WooCommerce CMS to store Joy of Plants data and enables WooCommerce to display the images and texts from our Library. (These changes are essential, as we deliver our images via an API and texts via a custom "iframe" route.)
    See "WooCommerce Plugins" for more info.

3. **Log into hub.joyofplants.com and use "Settings > Image & Text Library" to set your preferences**
    for the product content to add to your WooCommerce site.
    See "Image & Text Library Settings" for more info.

4. **Optional: Add our Plant Finder to a page on your WooCommerce site** so that it can be linked to plant product pages to provide more images and detailed plant information, ***including care product recommendations***. Add the Plant Finder page to the Navigation menu and add a button to the webshop Home page.
    See "Optional: Adding the Plant Finder (with/without "Care Product Upgrade")" for more info.

Adding Joy of Plants' plant images & texts to WooCommerce

1. **Export the plant list for the images & texts you want to add.**
    First add your plants/products to WooCommerce (import or add "SKU", "Name", "Stock", "Regular price" and "Category" as a minimum for your product info - you could add them to a Category called "New" so you can easily pick them out). Then use the "Joy of Plants > Export" to create a CSV file containing the new plants and fields of data needed.
    See "Creating your plant list for upload" for more info.

2. **Log into hub.joyofplants.com, go to the 'Image & Text Library' page, upload your plant list and download your "WooCommerce with JOP import file".**
    Your plant list is matched to our library; you check you're happy with the "matched list", and then the "import file" is generated from it. The "import file" is downloaded in a ZIP that contains both XLS and CSV versions of the import file - you need to use the CSV version to import into WooCommerce.
    See "hub.joyofplants.com - Uploading the plant list & downloading the import file" and "What we create in the WooCommerce Import file" for more info.

3. **Log into your WooCommerce Admin and import the "WooCommerce with JOP import file".**
    The Joy of Plants "Import" automatically maps the fields in the import file to the WooCommerce fields, and can create any new "categories" for you. The **"WooCommerce with JOP import file"** that

we've made updates only the new columns of info needed; WooCommerce adds them into your existing plant product entries.
See "Importing in WooCommerce" for more info.

4. **If you have our Plant Finder, upload the "JoP availability with WooCommerce" file in hub.joyofplants.com** to update the Plant Finder's "plants we sell" list and add links from plants to your webshop pages.
See "Updating the Plant Finder "plants we sell" list" for more info.

5. **If you wish, update the** "**Content, style & appearance of plant description**" **settings for your plant descriptions in hub.joyofplants.com.**
Log into hub.joyofplants.com and go to "Settings" > "Image & Text Library", make your changes and select "Save". You will need to "Refresh" your webshop page to see the results of your changes.
See "Image & Text Library Settings" for more info.

6. **Set up your "Categories" of plants in the "Products > Categories" area in WooCommerce.** You can use the "Categories" (based on plant types) that we give you in the "import file"**.**
See "Creating plant Categories in WooCommerce Admin" for more info.

7. **After uploading plants into WooCommerce, if you haven't already, add other details like "pricing" and (perhaps) "inventory"**. You might want to turn plant sales on and off according to when they are in stock and/or when you are handling online plant sales.
See "Managing inventory, turning plant sales on & off" for more info.

What a product page looks like with Joy of Plants content

After you've imported the "WooCommerce with JOP" import file the plant's product page will display some elements from the Joy of Plants library, and some you've added yourself in WooCommerce Admin. The layout of the page depends on the Theme you are using; our example uses the "Storefront" Theme.

If you have your own image set as the "Product image", the Joy of Plants image appears in the image gallery and your image is the main product image. When the Joy of Plants image is the only image, it is used wherever the main product image appears in WooCommerce. If you want to show your own image and a Joy of Plants image as the main image, you can add your image to the "Product gallery" and the Joy of Plants image will be used as the "Product image" and yours will appear in the "Product gallery".

Acer palmatum 'Bloodgood'

£8.99

Your plant name & price

You can add a short description here – text that really "sells" the plant.

Your short description

😊 6 in stock

1   Add to cart

SKU: 3531
Categories: Trees, Uncategorized

Edit

Joy of Plants image

Description >

Reviews (0)

Description

Your text appears here above the Joy of Plants text.

Your description text

(Full plant info in our Plant Finder)

Optional link to the Plant Finder

Acer palmatum 'Bloodgood'

Common name: Japanese maple, Smooth Japanese maple

Non-evergreen tree with red leaves

Other benefits: green bark. Red-purple foliage in Autumn. Red fruits

Height & spread (approx.) at 10 years: 2.5m x 2.5m

Position: likes part shade, light shade; tolerates sun

Soil pH: Acid (ericaceous), Neutral

Moisture: likes well drained soil, moisture retentive soil

Hardiness: fully hardy

RHS Award of Garden Merit

Joy of Plants text

In some Themes the Price and "Add to Cart" buttons don't appear until after you've added "Regular price" and "Stock" info, see "Adding pricing & stock (inventory)" for more info.

Reminder: You can use the "Image & Text Library Settings" in hub.joyofplants.com to change the text style and formatting (font, size, etc.) of the Joy of Plants plant text.

When you edit a product in the WooCommerce Admin view you will find the Joy of Plants information has been inserted in a number of places – the "Description", "Product categories", a new Tab "Joy of Plants" and a new image gallery, the "Joy Of Plants image":

In the Description area you'll see [JoyofPlantsText] – don't edit or delete this! It shows you where our text will appear. You can add your own text above or below it.

The Joy of Plants images are not added to the media files in WooCommerce, so you won't find them shown as the "Product image" or in the "Product gallery". The image is shown in a "Joy Of Plants image" gallery:

The images are linked directly from the Joy of Plants Library by the plugin. Each plant in our Library has a unique reference number, the Plant ID (PID) number, that's stored under the "Joy of Plants" tab. **Don't edit these Plant ID numbers manually!**

You can use the "Display image" and "Display text" options to turn our image & text on and off.

Note: WooCommerce caches product images so if you turn the Joy of Plants image off, you'll need to add your own image to flush ours out of the cache.

See "What we create in the WooCommerce Import file" for more info.

Known limitations

When the Joy of Plants image is the only image, it appears in all the places where product images are normally shown in WooCommerce. Unlike images that you upload into WooCommerce, there is no "zoom".

Reference

WooCommerce Plugins

To add the Joy of Plants Library plugin, click "Plugins > Add new":
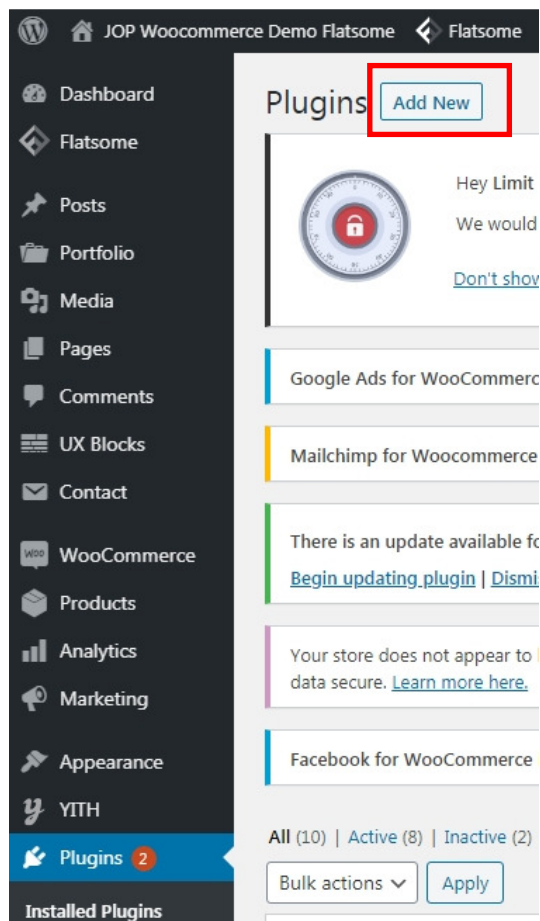
If you've been given a plugin ZIP file by Joy of Plants, then click "Upload Plugin". Choose the plugin Zip file and "Install Now".

If you are installing from the WordPress Plugin Directory, then search for "Joy of Plants Library" to find the plugin, and then click "Install Now".
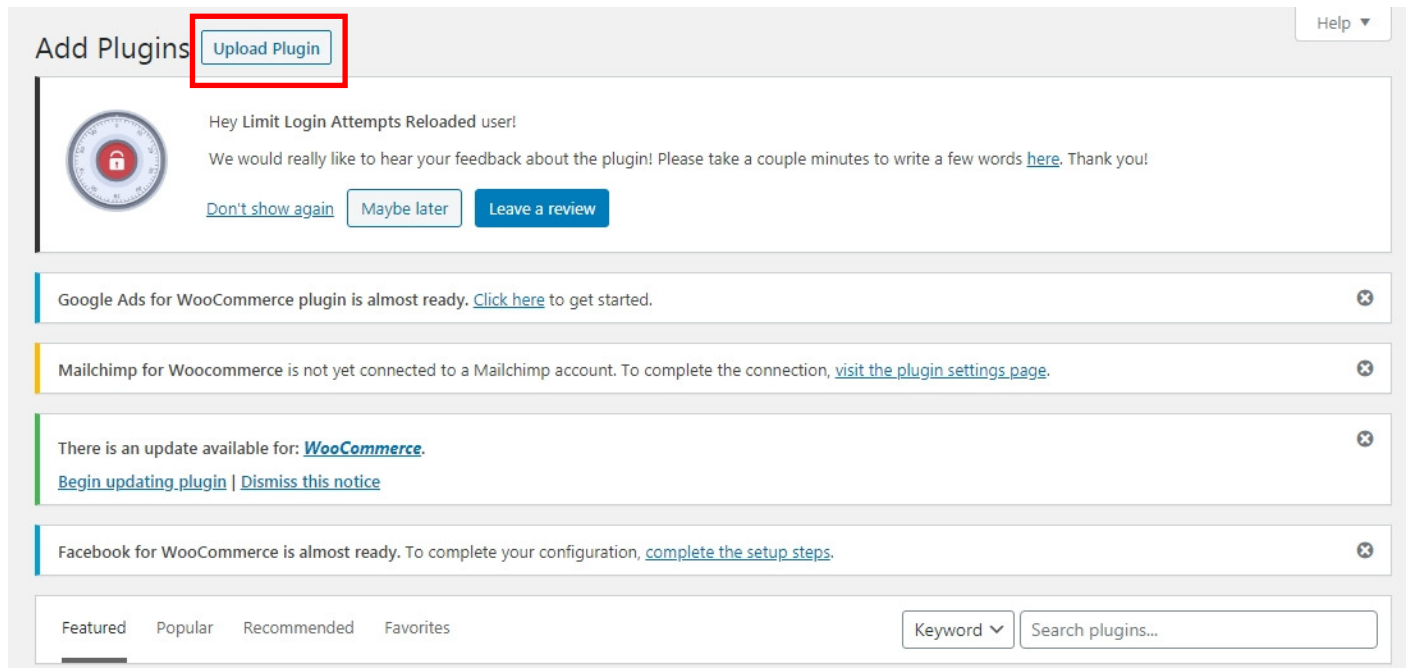
After the plugin has installed successfully, click "Activate Plugin":
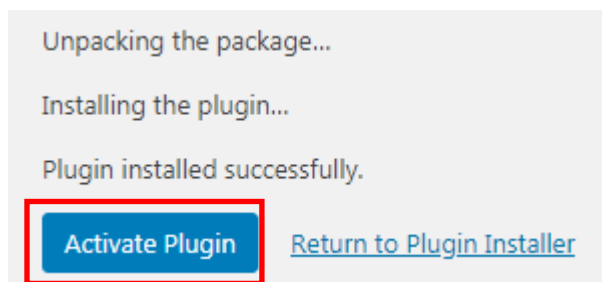
The plugin will be shown in your list of plugins:
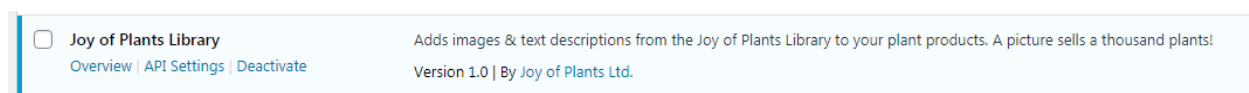
And you will see new menu options for Joy of Plants:
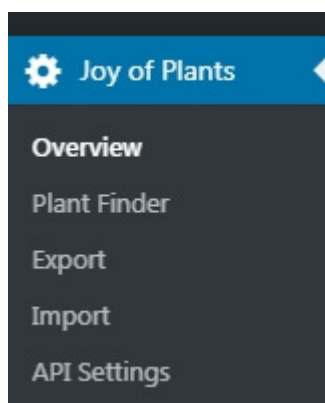
API Settings

To create your connection to the Library, click "API Settings", copy & paste in the credentials Joy of Plants gave you and click "Save Changes":

The message in the box above the credentials will change to:

Your webshop is now connected to the Joy of Plants Library.

If your credentials didn't work, check that you copied & pasted them exactly as given (without extra spaces or other characters). Contact support@joyofplants.com if your credentials don't work.

Updating the Joy of Plants plugin

From time to time we will add new features to the plugin and make a new version available.

In this case you can update our plugin, like other WooCommerce plugins.
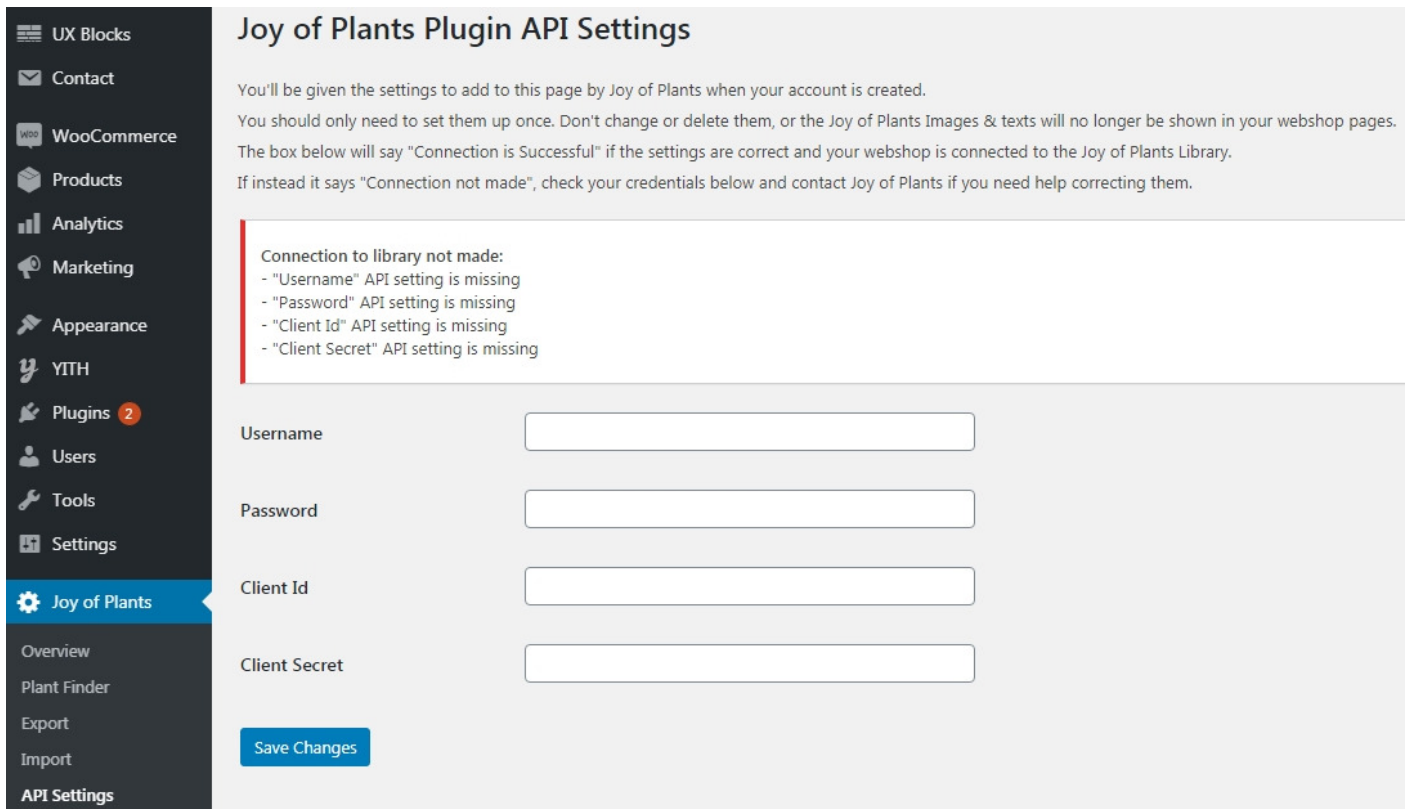
Image & Text Library Settings

Log into hub.joyofplants.com and then select "Settings" from the top menu, then "Image & Text Library" from the left menu.

The **"Website/Online shop"** settings are set for you when Joy of Plants staff create your account, you cannot change these yourself. Contact support@joyofplants.com if you change your webshop and need to change these settings.

BEFORE uploading your plant list and downloading your "import file" from hub.joyofplants.com, set the **"Product content to add to Import file"**. Important: if you change these settings after doing your initial import of Joy of Plants data, you will need to do your upload and import again, because these settings change the contents of the "import file".

AT ANY TIME, set the "**Content, style & appearance of plant description**" to match the look and feel of your webshop. If you do this after the import, you can see the effect of changes you make in product pages.

Product content to add to Import file

If you don't have our Plant Finder: Remove the tick from "Add link to 'Joy of Plants' Plant Finder pages to text (Plant Finder Licensees only):"

If you *do* have a Plant Finder on your webshop: Make sure that the 'Plant Finder URL for links' setting is correct for the page you've used to add the Plant Finder in the "Website/Online Shop" settings above, and tick this option.

The other settings control what happens when we don't match a plant in your plant list to a specific variety or cultivar in our database:

For plants that matched Joy of Plants species only (no matching variety):

If we don't have a variety/cultivar of yours in our database, but we do have the Species, you can choose whether or not to use our Species text and/or image. We provide a "generic" text that covers all plants in the species and this is likely to be better than nothing for your product page. However species images are not likely to be a good representation as plants within a species can vary a lot in appearance, so we don't recommend using our species images.
If you choose to use our text, we include the line *"Variety info to come; showing Species info"* above the species description to be clear to your customer what's being presented.

For plants that matched Joy of Plants genus only (no matching species or variety):

If we don't have a Variety/Cultivar of yours in our database, and no Species either, but we do have the Genus, you can choose whether or not to use text and/or image or nothing. We provide a "generic" text that covers all plants in the genus. You may decide that this is better than nothing for your product page, though we would not recommend this, as data and images can vary hugely across a genus.
If you do choose to use our text, we include the line *"Variety info to come; showing Genus info"* above the genus description to be clear what's presented.

Content, style & appearance of plant description

Tip: Have your webshop product page open in one tab in your browser and the hub.joyofplants.com "Image & Text Library Settings" open in another tab. Then you can make changes to settings and save, then refresh your product page in the other tab to see the effect of your changes.

Text content & style

Text content: Online text with names ⌄

Text style: RHS hardiness ⌄

Text content options:

- **Online text with names** (recommended) – the text from Joy of Plants will include the botanical name of the plant and common names from the Joy of Plants database, as well as the text description.

- **Online text** – the text will include just the plant description and no plant names.

Text style options:

- Classic hardiness – plant hardiness is written in "plain English", eg as "fully hardy"

- RHS hardiness – hardiness is written using the RHS temperature ratings, eg "very cold to -20C"

- USDA zones – hardiness is written as the lower and upper USDA zones, eg "USDA zones: 6 to 10"

- Benefits (sales oriented) – this is a sales oriented style of text that only mentions hardiness if the plant is not hardy.

The 4 styles compared:

Classic hardiness	RHS hardiness	USDA zones	Benefits (sales oriented)
Rosa 'Blessings'	Rosa 'Blessings'	Rosa 'Blessings'	Rosa 'Blessings'
Common name: Hybrid tea (large flowered) rose	Common name: Hybrid tea (large flowered) rose	Common name: Hybrid tea (large flowered) rose	Common name: Hybrid tea (large flowered) rose
Non-evergreen shrub rose with green leaves and scented pink flowers in Summer, Autumn	Non-evergreen shrub rose with green leaves and scented pink flowers in Summer, Autumn	Non-evergreen shrub rose with green leaves and scented pink flowers in Summer, Autumn	Shrub rose, non-evergreen. Spring: green leaves, Summer & Autumn: green leaves & scented pink flowers
Wildlife attraction: bees	Wildlife attraction: bees	Wildlife attraction: bees	Wildlife attraction: bees
Height & spread (approx.): 0.75m x 0.6m	Height & spread (approx.): 0.75m x 0.6m	Height & spread (approx.): 0.75m x 0.6m	Planting: containers & borders, likes sun
Position: likes sun	Position: likes sun	Position: likes sun	Height & spread (approx.): 0.75m x
Soil pH: all soil types	Soil pH: all soil types	Soil pH: all soil types	
Moisture: likes well	Moisture: likes well	Moisture: likes well	

drained soil, moisture retentive soil	drained soil, moisture retentive soil	drained soil, moisture retentive soil	0.6m
Hardiness: fully hardy	Winter hardiness: very cold to -20C	USDA zones: 6 to 10	Note: stems are prickly/thorny
Note: stems are prickly/thorny	Note: stems are prickly/thorny	Note: stems are prickly/thorny	

Custom font: options include a large selection of fonts from the Google font library. If the one you want to use isn't currently in our list, contact support@joyofplants.com and ask us to add it for you. You can check the Google font library here: https://fonts.google.com/

Custom font size: match the size to suit other text in your webshop. We'd suggest a minimum size of 15 – as many of your shoppers may be elderly and struggle with small lettering. (Note that the actual size of letters on screen will depend on the selected font and the particular screen.)

Custom font colour: the setting is in "hex" numbers. You can click on the colour box to get a colour picker if you don't want to add hex numbers. There's a useful online tool here if you need to convert colours from some other format: https://www.w3schools.com/colors/colors_converter.asp

Custom letter spacing: *you won't normally need to change this.* Leaving this blank will use the standard spacing for the font. However you can play with this setting if the letters look too wide apart or too close to each other in your selected font.

Line height: *you won't normally need to change this.* Leaving this blank will use the standard spacing for the font. However you can play with this setting if it looks as though there is too much white space between lines of text, or too little and the lines looked squashed vertically.

Creating your plant list to upload to hub.joyofplants.com

If you don't already have plant products in WooCommerce, add them
In the "Products" area, you can "Import" a list of plants/products into WooCommerce (eg a list from each of your suppliers). Or you can "Add New" to add them one by one, though this will be very time consuming:
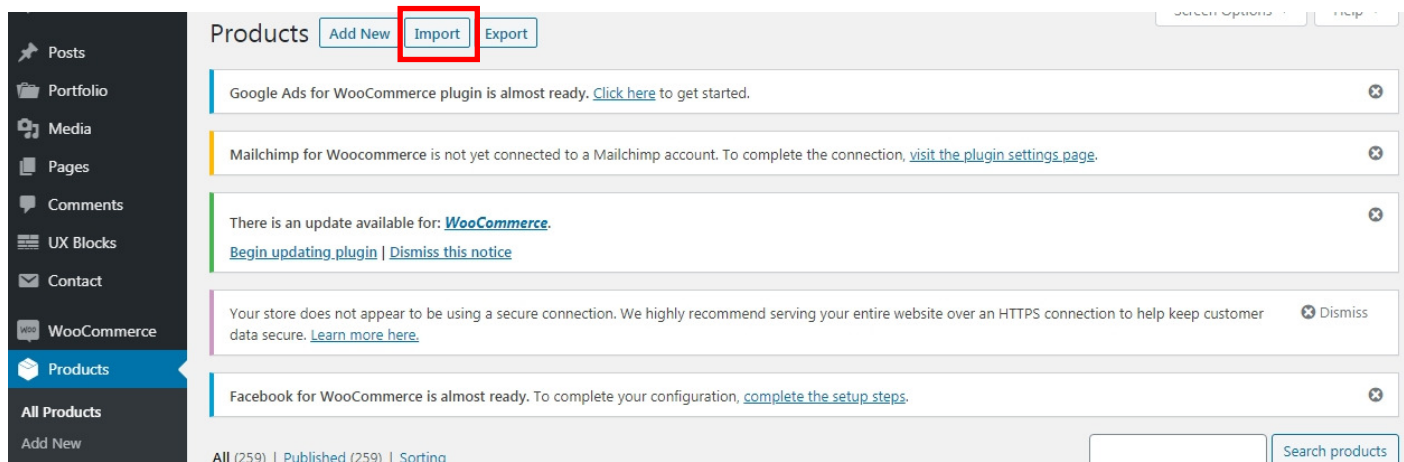
When you first start with WooCommerce you can look at the example products to see how they are structured. Don't forget to delete them before you add your own.

To download a sample spreadsheet to use for filling in plant/product data to import into WooCommerce, choose "Products > All products> Export".

Here are our suggested fields to add for your new products:

Product Field	Spreadsheet column	Comment
ID	Column A	WooCommerce will automatically create this as you add products so you can leave this blank
Type	Column B	Add "simple" to this column to create a simple product
SKU	Column C	Unique product reference – you may already have this in your EPOS system, if you have one. Imports of Joy of Plants data are matched to the SKU, or if this is missing, to the "ID".
Name	Column D	Mandatory – plant/product name Include the genus as well as variety/cultivar name for plant names if you can. Our "Plant Name List Matcher" can also identify common names for plants that are commonly sold by common name, eg fruit. Check that the names are as you want to use them, and don't contain any odd or foreign characters (they may if names have been copied or exported from other data systems). Tip: For SEO purposes it has become a standard to include the plant pot size as part of the product title. Though this looks a bit ugly, we are told it gives better SEO results, and gives your customer an idea of the size of the plant they are buying. You might not do this if you wish to add different pot sizes as "variant" products.
Published	Column E	Indicates whether the product is active and shown in your webshop or not – add "1" for published and active and "0" for inactive if you don't want the product to be shown
Is featured?	Column F	Indicates whether the product is included in the list of "featured" products – add "1" for featured and "0" for not featured
Visibility in	Column G	Indicates whether the product is active and shown in your

catalog		webshop catalog or not – add "visible" to include it in the catalog
In stock?	Column N	Add 1 to mean you have them in stock
Stock	Column O	Add the number in stock
Regular price	Column Z	Add the price, eg 5.99
Categories	Column AA	We will give you Categories based on "plant type" in the "…toWooCommerce.csv" import file. You can then modify your Categories further in WooCommerce Admin.

If you notice issues with "corrupted" foreign characters or special symbols in imported plant names and descriptions eg the ® registered trademark symbol, see our advice in the section Foreign characters, symbols and transferring data via CSV later.

Once you have plant products in WooCommerce
…either with content that you would like to keep, or just the plant names as products without any other data, use the **"Joy of Plants > Export"** option to download a CSV file with the plant list you want to add images & texts to:

Click on "Export all products" and choose from the list of products types – use Ctrl-click to select multiple options (if you don't select any Product Type, then all Product Types are included).

Click on "Export all Categories" to choose specific Categories – use Ctrl-click to select multiple categories. It's easier for checking to do one plant category at a time.

Note: It doesn't matter if you download plants that have already got JOP images & texts – our process takes account of previously applied images & texts.

Then click "Generate CSV".

Uploading the plant list & downloading the import file

Log into hub.joyofplants.com

1. Click "Image & Text Library" – the page gives instructions as to what to do:

Image & Text Library

For e-commerce & websites

Your Image & Text Library account is set up for: WooCommerce
If you ever need to change your ecommerce / website tool, please contact support@joyofplants.com

How we support WooCommerce:
- We supply a "Joy of Plants Library" plugin for you to add to your WooCommerce site to enable it to use our images & texts.
- We help match your plant names to our library.
- Then, from that, we create a "...toWooCommerce.csv" file for you to Import into WooCommerce, with content for fields that add Joy of Plants images and texts. If you have a Plant Finder, we also give you an "import file" to update your "plants we sell" list and add links from those plants to your webshop.
(So note: we don't send out any image files or texts.)

Follow these steps:
1. In WooCommerce use the "Joy of Plants > Export" option to export the "category(s)" of plant products that you want to add images & texts to - WooCommerce will export a "CSV" file.

2. **Use this tool:** Plant Name List Matcher (it will open in a new tab when you click the link) to upload your file, and download a new file with added columns matching the plant names to our library.

3. **Check the matched file** (eg in Excel or Libre Office): if you think a matched name, in the 'JOP Plant Name' column, is wrong, delete the plant ID number ("PID") from the "JOP PID" column; or, if there's a plant mentioned in the 'Comments' column that you think is correct, copy its PID into the "JOP PID" column.

4. **Click "Upload Matched Plant List"** below to upload your checked file - this generates the "_toWooCommerce.csv" file for WooCommerce. (The "imglib... zip" file you download contains both CSV and XLS versions of files.)

5. In WooCommerce, use the "Joy of Plants > Import" option to import the filename ending "_toWooCommerce.csv".
Then, if you have a Plant Finder, use Kiosk / Website Plant Finder to upload the filename ending "_toPlantFinder.xls" to the Plant Finder.

Download user guide for WooCommerce   [Upload Matched Plant List]

2. The first step is to match your plant list to our database - click the "Plant Name List Matcher" link:

Plant Name List Matcher

Lookup or download PID codes for Joy of Plants Library services

Each plant in the Joy of Plants Library has a unique reference number called a **PID (Plant IDentification code)**.
You use PID codes to access plant information from the Joy of Plants Library, eg to download QR codes

Lookup name & PID for one plant

[Type your Plant name here] [Find]

Lookup names & PIDs for multiple plants

Match Plant List & download codes

To prepare your plantlist:

Create a spreadsheet (.xls, .xlsx or .csv), add plant names to a single column with one plant name per row. Make sure plant names include genus and variety name.*

The Joy of Plants plant name and JOP PID will be added as the last columns to your file after matching.

[Upload Plant List]

3. Click the "Upload Plant List" button to upload your plant list:

Step 1 – Select the file that contains your plant list

Find File...

You can upload the following format files: **.xls,.xlsx,.csv**

Cancel   Upload File

4. Click "Find File" and find the "JopWooCommerceExport…" file that you exported from WooCommerce, then click "Upload File":

Step 2 – Tell us which columns and rows contain the data for matching and whether you want genus/species matching.

Column for plant names: D   ▼

Plant names start at row number: 2   ▼

Match to closest genus/species for any varieties not yet in the 'Joy of Plants' Library: YES

The 'Joy of Plants' Library contains genus and species level plants which you can use if a specific variety is not yet published in the Library.

Cancel   Match Plant List

The **"plant names" are in column D and start on row 2**; choose "Match to closest genus/species…" so that if we don't have the variety we supply info from the closest genus/species.

5. Click "Match Plant List":

Step 3 – Create & download the file containing your Plant List and the 'Joy of Plants' plant names and PID codes.

File is ready...

Home   Download File

6. When the matching is finished "File is ready…" will be displayed. Click "Download File" to download the "ZIP" file that contains your matched plant list.

7. **Unzip the file, open it in Excel or Libre Office and check the matches that we've made by comparing the "Name" with the "JOP Plant Name" we matched to.**

   Make any corrections by changing the "JOP PID" column to the correct "PID". (For example: sometimes, when we are not quite sure how to match your product name to a plant, we suggest

possible matches, each with their PID number, in the 'Comments' column. If one of those *was* the correct match, just type its PID into the "JOP PID" column.
Eg for the name "KAPITEYN TULIP KAUFMANNIANA STRESA 15PCK" you might see the comment "A Common name to Genus match only. (Might eg be: line 28100, PID 4137, Tulipa 'Stresa')?" Copy the **4137** into the "JOP PID" column.)

Note: If you have problems opening the matched file in Excel, it may be because you have a long "path" to the location of the file on your computer – Excel limits file path lengths to around 255 characters, this is a known limitation of Excel. (The "path" to a location on your computer is eg c:\\user\jo\documents\longpathname\lotsoffoldernames\matchedfile.xls.) If you have problems, just copy the file to a location closer to the "root" eg c:\\temp\matchedfile.xls.

8. **Make a note of the row number used for column titles, and the row number where PID codes start as you'll need this for your upload.**

9. Go back to the "Hub > Ecommerce Image & Text Library" page. Click "Upload Matched Plant List" to upload your matched file:

Upload Matched Plant List & Download "imglib... zip" file   Step 1 of 3

Step 1 – Select the file that contains your Matched Plant List

| Find File... | |

You can upload the following format files: **.xls,.xlsx,.csv**

| Cancel | | Upload File |

10. Click "Find File" and find the "matched_JopWooCommerceExport" file that you checked earlier. Click "Upload File":

Upload Matched Plant List & Download "imglib... zip" file   Step 2 of 3

Tell us which rows are which in your Matched Plant List:

Column titles are in row: 1 ▾

PID Codes start on row number: 2 ▾

(The tool will find the PIDs in a column titled 'JOP PID', or 'Pid'.)

| Cancel | | Next |

11. Add the row numbers you noted earlier – normally column titles are in row 1 and PID codes start on row 2. Click "Next".

The tool then generates the "...toWooCommerce.csv" import file for you to download. If your file contains a lot of plants, it may take a little while to generate the file, just wait:

Step 3 – Download the "imglib... zip" file

The ZIP contains the "...toWooCommerce.csv" file that you import into WooCommerce - go to WooCommerce Admin and use the "Joy of Plants > Import" option

It may also contain a "...toPlantFinder.xls" file that you upload into your Plant Finder, if you have one – go to Kiosk / Website Plant Finder and upload the file there

Note: A "Zip file" is a single compressed file that contains other files. When you click on it your computer will open it so you can "extract" the files inside.

Cancel

Creating file....

Download File

12. Click "Download File".

It's a good idea to save the file downloaded in the same folder as the file you uploaded, then you keep everything together.

The download ZIP file will contain a number of files: CSV and XLS versions of the file to import into WooCommerce (they have "_toWooCommerce" at the end of the filenames), plus CSV and XLS versions of a file you can use to update your Plant Finder (if you have one) with links to your webshop pages (they have "_toPlantFinder" at the end of the filenames).

Name	Date modified	Type	Size
imglib_jopwoocommerceexport_2020-09-12_01_xls_2020-09-12_15_00_52.zip	12/09/2020 16:03	WinZip File	258
imglib_matched_JopWooCommerceExport_2020-09-12_01_12092020_toPlantFinder.csv	12/09/2020 15:00	Microsoft Excel C...	10
imglib_matched_JopWooCommerceExport_2020-09-12_01_12092020_toPlantFinder.xls	12/09/2020 15:00	Microsoft Excel 97...	18
imglib_matched_JopWooCommerceExport_2020-09-12_01_12092020_toWooCommerce.csv	12/09/2020 15:00	Microsoft Excel C...	112
imglib_matched_JopWooCommerceExport_2020-09-12_01_12092020_toWooCommerce.xls	12/09/2020 15:00	Microsoft Excel 97...	118
JopWooCommerceExport_2020-09-12_01.csv	12/09/2020 14:36	Microsoft Excel C...	72
matched_JopWooCommerceExport_2020-09-12_01_12092020.xls	12/09/2020 15:39	Microsoft Excel 97...	123
matched_jopwoocommerceexport_2020-09-12_01_xls_2020-09-12_14_33_26.zip	12/09/2020 15:33	WinZip File	107

The "WooCommerce with JoP" Import file: CSV vs XLS format

We supply a 'CSV' version of the Import file for you to upload into WooCommerce - it will be part of the ZIP file you download – it has "_toWooCommerce.csv" at the end of the filename.

Although you should be able to open the CSV file in Excel, should you wish, without problem, be warned: different versions of Excel can do different things to certain types of cell data, when opening/saving CSV files. It hasn't caused any customers problems yet as far as we know, but if you do find we have provided a CSV file in the output, it's *safest not to re-save it inside Excel*, and instead just Import it "as-is" into WooCommerce.

We also supply an XLS version of the "WooCommerce with JoP" file, in case you want a copy to view in Excel.

What we create in the "_toWooCommerce.csv" Import file

The Joy of Plants **"_toWooCommerce.csv" Import file** that we make for you contains the following data columns:

	A	B	C	D	E	F	G	H
1	id	SKU	Name	Description	Categories	JOP_PID	Show_Description	Show_Image
2	3535	179	x Heucherella 'Stoplight'	[JoyOfPlantsText]	All plants, Perennials	24053	y	y
3	3536	178	x Heucherella 'Sweet Tea'	[JoyOfPlantsText]	All plants, Perennials	30061	y	y
4	3537	177	x Heucherella 'Tapestry'	[JoyOfPlantsText]	All plants, Perennials	34109	y	y
5	3532	182	x Heucherella 'Brass Lantern'	[JoyOfPlantsText]	All plants, Perennials	33859	y	y

- **"id"** – This field will contain the id from your plant list upload file. id are the identifiers for products in WooCommerce – they are unique numbers.

- **"SKU"** - for plant product. This field will contain the SKU from your plant list upload file, if there was one.

- **"Name"** – your plant name

- **"Description"** – this is the text description field. If you look at any "Description" that our code generates, you will see that it contains [JoyofPlantsText] to show where the Joy of Plants description will be placed.

  If you want to add your own (HTML) text to a product, you can add it either before the [JoyOfPlantsText] or after it. You can do this in Excel or in WooCommerce, but note that if you do it in WooCommerce, it is *much* safer to do it in the "HTML editor" (when you're editing the product, click the "Text" button to see/Edit the HTML). Then you can see colour coding for HTML content types and be more sure your editing is not accidentally removing any of the Joy of Plants content.

- **"Categories"** – we add "plant types" so that you can create WooCommerce "Categories" (eg Perennials, Bulbs). If you already had Category data in the file you imported to hub.joyofplants.com, we preserve your data and add ours. If you wish, update our "Categories" in the "_toWooCommerce.csv" import file to match the words you use for Categories before importing the file. You can also use Categories to categorise non-plant items (eg Chems, Ferts, Pots).

- **"JOP_PID"** – we add the "PID" number to this field for generating the links to images in our library.

- **"Show_Description"** – this contains a "y" to instruct WooCommerce to add our Description to the plant.

- **"Show_Text"** – this contains a "y" to instruct WooCommerce to add our Image to the plant.

Importing in WooCommerce

To add the images and texts, in your WooCommerce Admin page import the "_toWooCommerce.csv" file downloaded from hub.joyofplants.com.

Before you start, check that the "_toWooCommerce.csv" file is less than 2MB in size.

Also check to see how many plants are in the file - it's best to have no more than around 350 plants in each import file (WooCommerce sometimes struggles with importing longer lists). If it is larger than this split the file into several smaller CSV files, making sure to include the column headings in all the split files.

1. Choose **"Joy of Plants > Import"**:

Upload CSV file   Import   Done!

Joy of Plants Import

Import the images & data for your plants from the Joy of Plants Library.

Click "Choose file" and find the "WooCommerce with JoP" CSV file that was generated in hub.joyofplants.com

Choose a CSV file from your computer:	Choose File No file chosen Maximum size: 2 MB
Create new categories:	☑ Will create new categories from csv if needed

Continue

2. Click "Choose File" to find your "_toWooCommerce.csv" file, then click "Continue" to start the import.

    If you had lots of plants in your list, this may take a bit of time – you'll see a "busy" icon and progress bar while the import takes place.

Upload CSV file   Import   Done!

Joy of Plants Import

Import the images & data for your plants from the Joy of Plants Library.

3. When it's finished you'll see a message to say the import is complete:
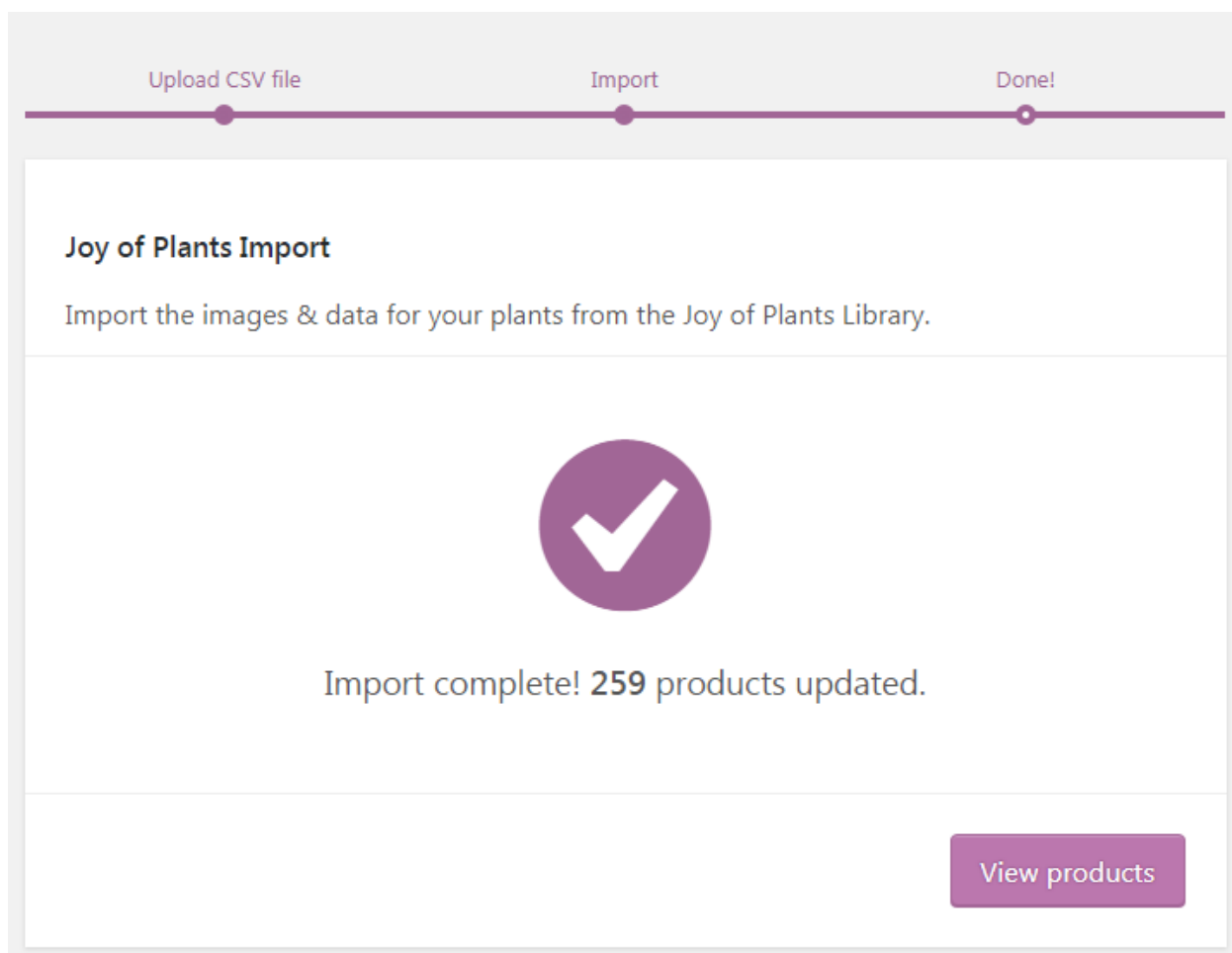
4. Click "View products" to see the effect of the import.

Creating plant Categories in WooCommerce Admin

Categories allow you to group products for navigation and browsing purposes.

You can use the Joy of Plants "plant type" Categories we provide in the "_toWooCommerce.csv" import file as a starting point for your Categories. If you wish to, amend the "Categories" field content in the "WooCommerce with JoP" file to match the Category names and hierarchy you already use before you import it, using the format as follows:

Categories field entry	Comment
Perennials	Plant is in one category "Perennials"
Perennials, Annuals	Plant is in two categories "Perennials" and "Annuals" Separate multiple categories by , space
Plants > Perennials	Plant is in one sub-category "Perennials" which is under the parent category "Plants"
Plants > Perennials, Plants > Annuals	Plant is in two sub-categories "Perennials" and "Annuals" which are both under the parent category "Plants"

How to design Categories so you can easily turn plant sales on & off

In WooCommerce you can add individual Product Categories to the "Menu", and you can remove a Category from the menu when you don't want customers to navigate to it without affecting other Categories.

If you want to be able to turn sales of specific product groups on & off, create separate a Category for each of those groups, and then add them to the Menu or Home page.

For example, set up a separate Category and menu item to contain the "Plant" Parent Category and Sub-categories that you may not sell all year. Set up other Categories for product types that you sell online all year, eg Compost & feeds, and further Categories for seasonal product sales that you wish to turn on & off at other times, eg Christmas.

Adding & changing Categories

To manage your Categories, go to "Products > Categories":

You can select a Category and use the "Edit" function to add images and descriptions for your Categories. You can also create a Category hierarchy by assigning an individual Category to a "Parent Category", eg you might add the Category "shrubs" to the parent Category "plants".

Adding Categories to the Navigation Menu

First add to the Navigation bar:

1. Go to "Appearance > Menus". You will see the current items on the menu in the "Menu structure" area:

2. At the top right of the screen, click on the "Screen options":

3. Menus [Manage with Live Preview]

4. Select "Categories" and "Product Categories":

Boxes

☑ Pages ☑ Posts ☐ UX Blocks ☐ Products ☐ Portfolio ☑ Custom Links ☑ Categories ☐ Tags ☐ Formats ☑ Categories ☑ Product categories

☑ Product tags ☐ Categories ☐ Tags ☑ WooCommerce endpoints

Show advanced menu properties

☐ Link Target ☐ Title Attribute ☐ CSS Classes ☐ Link Relationship (XFN) ☐ Description

Screen Options ▲

Menus [Manage with Live Preview]

5. Now you can select "Product Categories" to open the list of categories, and then select the checkboxes for categories to add to the menu, click "Add to Menu", then drag and drop the categories into position on the menu – here we have added "Perennials" and "Spring flowering bulbs" as sub-items on the Shop menu.

Add menu items

Pages	▼
Posts	▼
Custom Links	▼
Categories	▼
Categories	▼
Product categories	▲

Most Used View All Search

☐ Perennials
☐ Wildflowers
☐ Vegetables
☐ Spring Flowering Bulbs
☐ Bulbs
☐ Gardening Gifts
☐ Indoor Growing Kits

☐ Select All   [Add to Menu]

Menu structure

Menu Name [Main]   [Save Menu]

Drag the items into the order you prefer. Click the arrow on the right of the item to reveal additional configuration options.

Plant Finder	Page ▼
Shop	Shop Page ▼
Perennials *sub item*	Category ▼
Spring Flowering Bulbs *sub item*	Category ▼
Shop Demos	Page ▼
Classic Shop *sub item*	Page ▼
Cute Shop *sub item*	Page ▼
Parallax Shop *sub item*	Page ▼
Big Sale *sub item*	Page ▼

6. You can turn off menu items that you don't want by selecting the option, and clicking "Remove":

Shop   Shop Page ▼

Perennials *sub item*   Category ▲

Navigation Label

[Perennials]

Move Up one Down one Out from under Shop

Original: Perennials

[Remove] Cancel

7. Click "Save Menu" when you've finished changing your Navigation items.

Managing "stock (inventory)", turning plant sales on & off

Adding pricing & stock (inventory)

For all new plants in WooCommerce, you will need to add "in stock"=1 "stock" (inventory) and "Regular price", as well as Shipping details. You can also add "Sale price" to WooCommerce.

"Export" the products list from WooCommerce, then update the columns and import the CSV file again to update the products.

WooCommerce will automatically deduct from the "stock" when you make a sale from your webshop.

Keep a copy of your product list as a CSV outside of WooCommerce if you need to do manual stock takes – some customers do this every week. You might keep different lists for products from different suppliers. When products are out of stock, mark the quantity in stock as 0.

Important: if you are making sales from a bricks & mortar shop from the same "stock (inventory)" as you supply your online sales, you will also need to update WooCommerce to deduct sales from the shop from the inventory, otherwise you will be in danger of selling plants online that you don't have. You will need to synchronise the inventory between WooCommerce and any EPOS tool you use. Instructions for this are beyond the scope of this user guide.

Optional: Adding the Plant Finder (with/without "Care Product Upgrade")

The 'Joy of Plants' Plant Finder is our standalone website plug-in that can be added to a page in the WooCommerce site, and plants within it linked to the WooCommerce plant product pages. The Plant Finder can be used to provide a sophisticated search function for customers who don't know which plants to buy, and offer further images, plant care *and care product recommendations* to supplement the information given on the ecommerce product page.

To request the Plant Finder service from Joy of Plants:

1. Log into hub.joyofplants.com.

2. Select "Plant Finder", and then click the button to "Upgrade to add a Plant Finder". Follow the on-screen prompts to request your upgrade.

Joy of Plants will set up your account and will do most of the setup of your Plant Finder for you. They will tell you when you are able to add it to your WooCommerce site.

All you need to do now is add the Plant Finder to a new page in WooCommerce, and set up the navigation to that page:

1. First create a new page for the Plant Finder that does not contain any other content: choose "Pages / Add New":
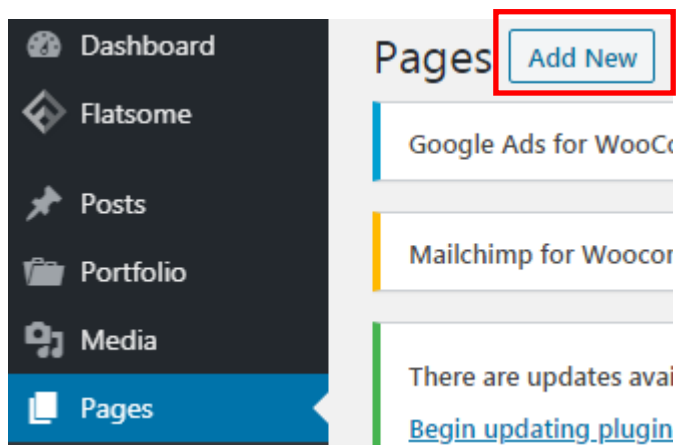
2. Add "Plant Finder" as the title to the page. Click on the area where it says "Start typing..." add "Plant Finder" as a Heading to the page, then press Enter and add another paragraph with an introductory text if you wish. Click "Publish" to add the page to your site:
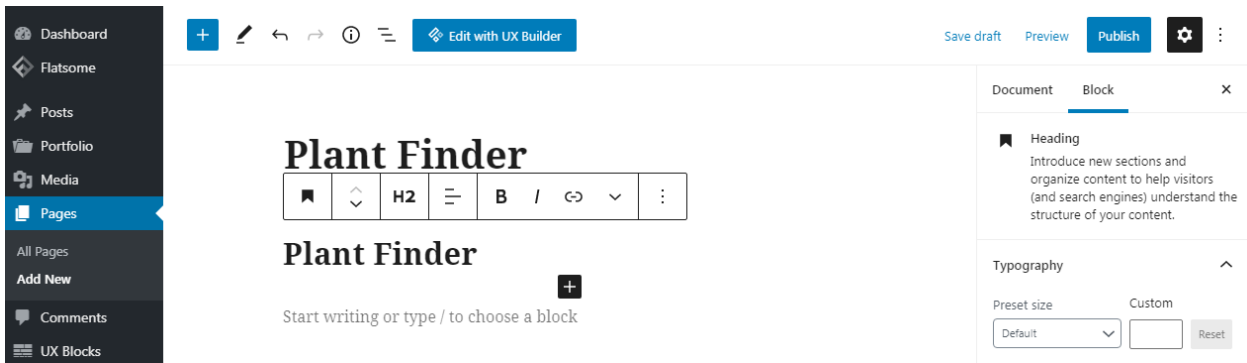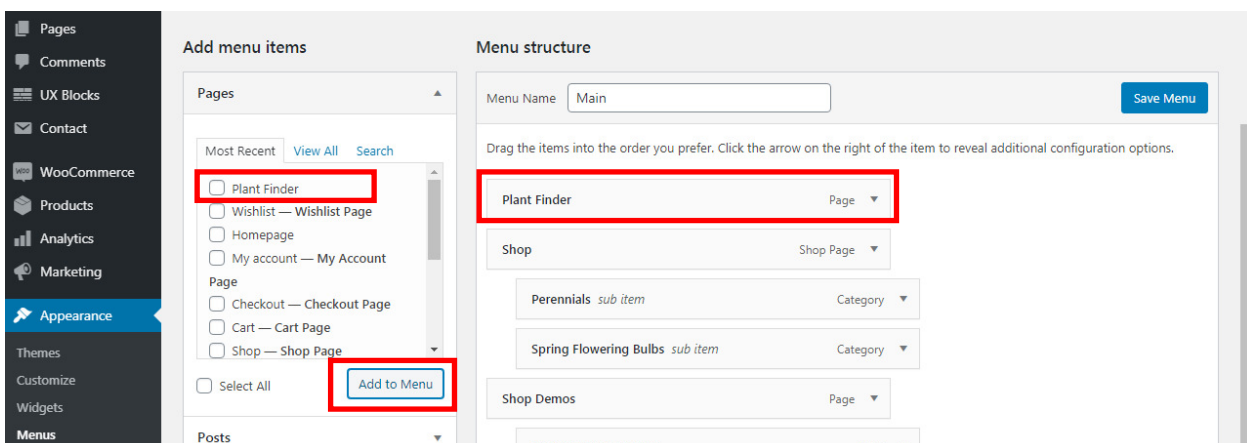

3. Now use the "Joy of Plants > Plant Finder" option to add the Plant Finder to your page - select your Plant Finder page from the list of pages and click "Save Changes":
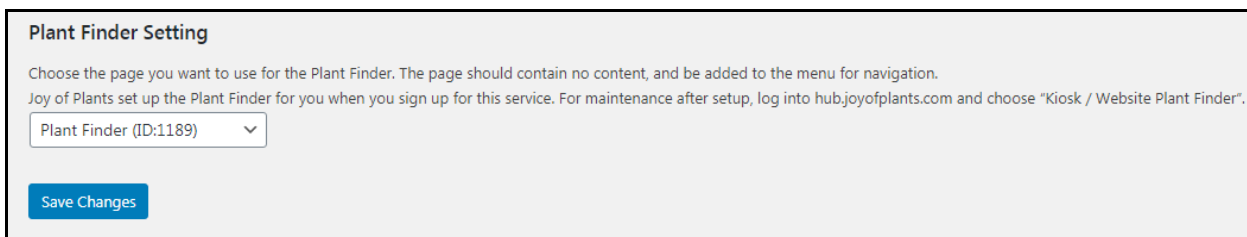

4. Go back to "Pages", edit your Plant Finder page and you will see that the Plant Finder is shown as a bar across the top of the page:
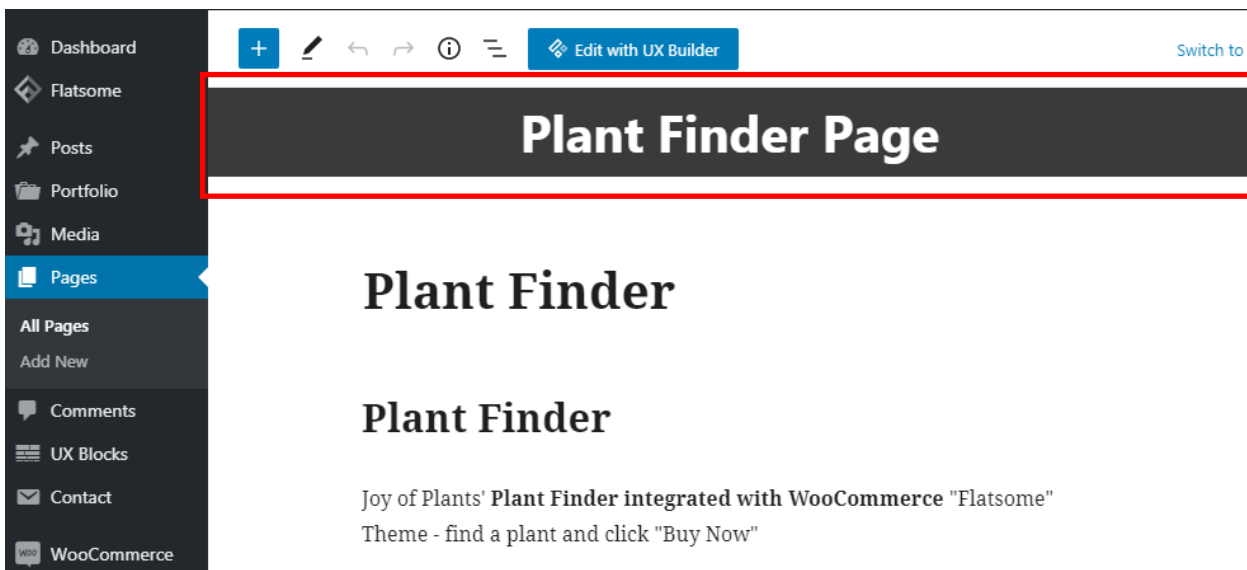

5. Now add the Plant Finder page to the Menu – choose "Appearance > Menus":

6. Select the Plant Finder page, click "Add to Menu" and drag the Plant Finder menu option from the bottom of the list of menu items into position.

7. Click "Save Menu" to save the changes to the menu.

8. Now look at the live webshop page and you will see the Plant Finder has appeared on the site:
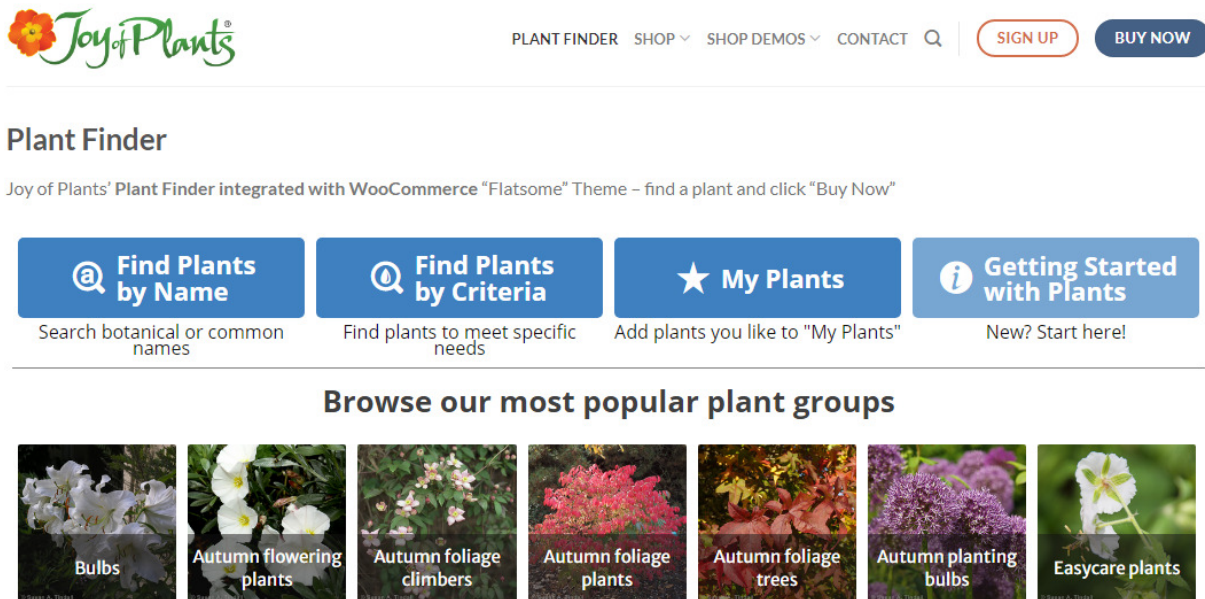
If your Plant Finder account is not yet active with Joy of Plants, you'll see a message that shows where the Plant Finder will appear on your page:
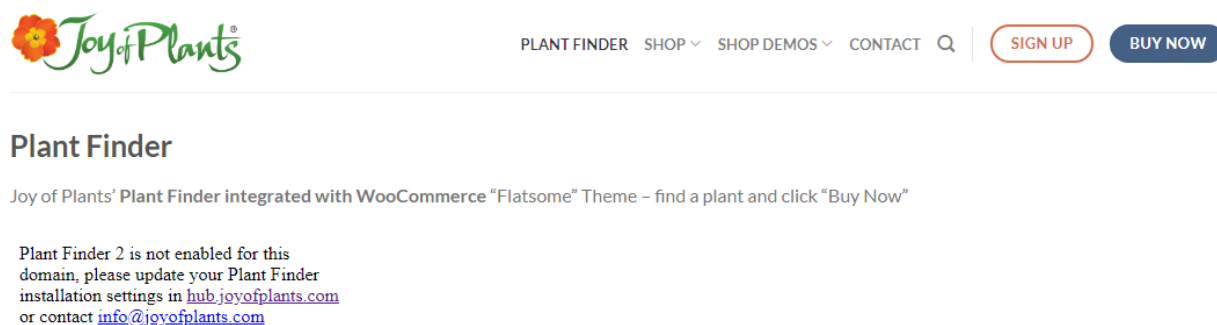
9. Send the URL link of the page you have created to Joy of Plants and we will finish the setup for you.

Updating the Plant Finder "plants we stock" list

If you have our Plant Finder, when hub.joyofplants.com generates the "_toWooCommerce.csv " file for your WooCommerce import, it also creates a "_toPlantFinder.xls " file that you can use to update your Plant Finder's "plants we stock" list and add "Buy Now" buttons to plants that link to your product pages.

Note: if you have duplicate plants in your list, then the "last" plant in the plant list file will be the one that is linked to from the Plant Finder. You might want to sort the file by "Pid" and remove duplicates, leaving just the plant you whose "Online sale URL" you want to link to.

1. Log into hub.joyofplants.com.

2. Select "Kiosk / Website Plant Finder", and then click the button to "Upload this "Matched plant list"".

3. Find the "_toWooCommerce.csv" file and upload it.

4. In the "Step 2" dialog, set the "Column for JOP PID code:" to "A" and "PID codes start at row number:" to "3". Choose whether you want to "Add" to your "plants we sell" list or "Replace".

Click "Show Advanced options for Premium Plant Finders", and set the "Column for saleurl:" to B. Click "Next".

5. Click "Done" when the process has completed.

When you open a plant from your "plants we stock" list in the Plant Finder you will now see a "Buy Now" button that links to your webshop page.

Note that if you set a product to be hidden if there is no stock, then if a customer clicks the "Buy Now" button for the product in your Plant Finder, they will get an error message as the Plant Finder will not find the product's page. When you do your stock take and update products that are out of stock, you will also need to remove them from the Plant Finder's list of "plants you sell". To do this, in hub.joyofplants.com go to "Plant Finder" and use the options there to make changes to your "plants we stock" list.

Care products in the Plant Finder - and separately, in WooCommerce

The "Care Product Upgrade" for the Plant Finder adds recommendations of care products to plant descriptions. These include plant food, compost, and protection products like slug repellent form the UK's main suppliers - Evergreen, Westland, Vitax etc. You just tick the brands you wish to promote, and we do the rest.

Separately, if required, Joy of Plants can also supply a CSV file with names, descriptions and image URLs for care products. You can then choose the ones you stock, and Import them as products into WooCommerce.

Foreign characters, symbols and transferring data via CSV

Sometimes, when you transfer plant data from one place to another as a CSV file, you find that foreign characters, or symbols like the Registered Trademark symbol '®', seem to have become "corrupted", i.e. they display as some other symbols or characters.

It's particularly worth knowing about this issue as the Registered Trademark symbol '®' is becoming more common in plant names.

If you encounter problems, here are some things to try. (The advice below may help irrespective of any Joy of Plants involvement, e.g. if you're using CSV files to move plant data into or out of your Webshop in general.)

The problem occurs because there are two possible ways of "encoding" such characters in CSV files:

- an older encoding, called "Windows" (or "WIndows-1252" or "Latin" or "ANSI" or...), which is dying out,

- and a newer encoding, called "UTF-8", which has almost entirely replaced it. (Actually, there are also two ways to write a "UTF-8" file!)

For example, looking at the most popular Webshop systems, Shopify and WooCommerce use exclusively "UTF-8" encoding when Exporting/Importing CSV files, while Bluepark uses "Windows" encoding by default, but has tickboxes in the Export and the Import settings to say "Use UTF-8".

If you're Importing data into ANY Webshop via CSV, and the foreign characters or symbols display wrongly:

- return to the app / program where the data *does* still display correctly - a spreadsheet perhaps, or EPOS system

- use whichever command (such as 'Save as' or 'Export') it uses for creating CSV files

- in this dialog, look for an option that mentions 'UTF-8' - it may be part of a setting called 'Character set' or 'Encoding' or 'Filter Settings', or it may be a separate "file type".

Some programs, like Excel 2003 or earlier, may not have such a setting. One solution here is to open your spreadsheet file in the free-to-use Office suite, 'Libre Office'. Use its 'Save as' command, choose 'Text/CSV' or 'CSV', and tick the "Edit filter Settings" tickbox on this dialog *before* you click the 'Save' button. (If it then suggests you consider "ODF" format, decline the invitation and stick with "CSV".) It will then display a 'Field Options' dialog, in which the first line lets you set 'Character set' as "Unicode (UTF-8)". The other settings, eg using comma as a 'Separator', should be fine. The CSV file should import into your webshop without any characters being corrupted.

If you're Exporting data from ANY Webshop via CSV, and the foreign characters or symbols display wrongly (eg in Excel):

Again, if you have an old version of Excel (2003 or before) it won't know how to read these characters from a CSV, so use 'Libre Office' (mentioned above), use its File/Open and choose the CSV file; a "Text Import Wizard" is then shown which lets you set the "Character Set" to "Unicode (UTF-8)" and tick "Comma" as the "Separator". You can then use "Save as" and set "Save as Type" to "Excel 97-2003", and you'll have an "XLS" file with the correct foreign characters in it. (But of course, if you later want to get the data out of that Spreadsheet, it involves LibreOffice again, as mentioned above.)

But even newer versions of Excel (2007+) will sometimes make a mess of these characters, when you *Open* the CSV file. (Especially when exporting from Shopify.) If this happens to you, exporting from any Webshop, then instead of using Excel's "Open", make a new empty spreadsheet, and use Excel's "Data/From Text" (or "From Text/CSV") option. It should let you choose "UTF-8" as the type (or similar name eg "Unicode UTF-8" or even "65001: Unicode (UTF-8)"), and "Comma" as the "Separator". Your plant data will then be imported into your new spreadsheet.

Advanced reference info (if you're stuck):

- We mentioned above that there are two ways to write a "UTF-8" file: they are with, and without, a special "BOM" character at the beginning. And when Microsoft programs "Open" a CSV file which is supposedly in UTF-8 encoding, they require the BOM character to be there - otherwise, they assume the CSV is in the ancient "Windows/Latin" encoding, so if it was really in UTF-8, the characters get corrupted.

Shopify, Bluepark and WooCommerce will all Import UTF-8 files successfully whether or not they have this "BOM" character. However, in our tests (as of September 2020), when Shopify *Exports* a CSV file, even using its "for Excel" option, it stores the file with UTF-8 encoding but *without* this "BOM" character, which means if you then try to Open it in Excel (in the 2007+ versions which allegedly understand UTF-8), it's going to go wrong.

- One further, super-rare issue: we found that Bluepark imports any UTF-8 data perfectly, but when *Exporting* a CSV file, there's an issue. It saves it with UTF-8 encoding with "BOM" character, which is all great, and all the everyday symbols and common European foreign characters are saved perfectly as UTF-8, but any more esoteric symbols/characters in your plant data may be saved as *HTML characters*, ie "encoded for display on the web", and unless you were moving the data to some kind of use on the web, that's just going to convert each rare character to a sequence of characters like "&#362". (If you know why this happens, we'd love to hear from you!)