

ZUGSEIL Shop Addresses behavior explanation



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Shopping purpose

The delivery option is defined as part of the shopping purpose. All configuration settings related to the delivery option (e.g., visibility, address editing permissions, and address pools) are therefore managed within the corresponding shopping purpose.

The address displayed in the Shop must be administrated in the Shopping purpose for every delivery option. The sources can be:

- **Target person's office address**
 1. If active, the address from the target person's org. unit will be used. Only shipping addresses can be used.
 2. If there is more then one address defined, the default address will be displayed. If non of the addresses where marked as default, the address mask should appear empty and the user will be able to pick one of the office addresses.
 3. If there is only one org. unit address defined, the address must be preselected
 4. If the target person's primary org. unit has no addresses defined, the addresses from the next superior organizational unit should be used for the address selection process. If the next superior organizational unit also has no addresses defined, the search should continue upward through the org. unit hierarchy until an address is found. If there is no address found on any of the superior org. units, then the address would be empty.
- **Target person's last used delivery address (for this shopping purpose)**
 1. This must be the last address, the target person used for the active shopping purpose
- **Empty**
 1. No address will be displayed
- **User's last used delivery address (for this shopping purpose)**
 1. This must be the last address, the ordering person used for the active shopping purpose
- **Target person's default delivery address**
 1. If active the target persons default address, defined in the ADM (User settings) will be

- used. Only shipment addresses can be used.
- 2. If there is more than one address defined, the default address will be displayed. If none of the addresses were marked as default, the address mask should appear empty and the user will be able to pick one of the addresses
- 3. If there is only one address defined, the address must be preselected
- **User's default delivery address**
 - 1. If active the ordering person's default address, defined in the ADM (user settings) will be used. Only shipment addresses can be used.
 - 2. If there is more than one address defined, the default address will be displayed. If none of the addresses were marked as default, the address mask should appear empty and the user will be able to pick one of the addresses
 - 3. If there is only one address defined, the address must be preselected
- **User's office address**
 - 1. If active the address from the ordering person's org. unit will be used. Only shipping addresses can be used.
 - 2. If there is more than one address defined, the default address will be displayed. If none of the addresses were marked as default, the address mask should appear empty and the user will be able to pick one of the office addresses
 - 3. If there is only one org. unit address defined, the address must be preselected
 - 4. If the ordering primary person's org. unit has no addresses defined, the addresses from the next superior organizational unit should be used for the address selection process. If the next superior organizational unit also has no addresses defined, the search should continue upward through the org. unit hierarchy until an address is found. If there is no address found on any of the superior org. units, then the address would be empty.

Address pools

Das hängt von den Berechtigungen ab = alle Offices die im ADM angehackt wurden

The address pool can be activated for every delivery option of the type "Postal" or "Co-mail". The user cannot set up address pools for delivery options of the type "Pick-up station", since in this case the address source is the facility linked to the pick-up station.

Every activated address pool will be displayed in the address book, which can be opened by clicking on the pen-icon in the address mask in the checkout screen. ☐The pen icon will only be displayed if the toggle checkbox "Delivery address editing is enabled" is active for the selected delivery option and the active shopping purpose. If the toggle checkbox is disabled, the pen icon must not be displayed.

- **Show target person's organizational unit address pool**
 - 1. All addresses defined in the org. unit of the target person will be displayed
 - 2. If the target person's primary org. unit has no addresses defined, the addresses from the next superior organizational unit should be used for the address selection process. If the next superior organizational unit also has no addresses defined, the search should continue upward through the org. unit hierarchy until an address is found. If there is no address found on any of the superior org. units, then the address would be empty.
 - 3. If the target person has permission for other org. unit, they will also be displayed in the pool

Example

- **Scenario:**

- Target Person: Anna Müller
- Primary OU: Marketing Germany → No addresses defined
- Next Superior OU: Marketing Europe → Addresses:
 - Parkstr. 3 Ludwigsburg
 - Savska 15 Novi Sad
- Next Superior OU: Marketing Global → Address: Bulevar 15 Novi Sad
- Additional OU Permission: Anna also has access to Sales Germany → Address: Stuttgarter Str. 22

- **Address Selection Process:**

1. Check primary OU (Marketing Germany) → no address found.
2. Check next superior OU (Marketing Europe) → address found → both addresses will be used.
3. If Marketing Europe had no address, search would continue to Marketing Global.
4. If no superior OUs have addresses → field remains empty.
5. Additional OUs with permission (could be Sales Germany) are also displayed in the pool.

- **show target person's private address pool**

1. All addresses of the target person defined in the ADM (User settings) of the type shipment address will be displayed

- **Show ordering person's saved addresses pool**

1. The user can edit saved addresses in the address mask on the checkout screen.
2. The user can create new address in the address mask on the checkout screen.
3. The saved addresses are only available to the person placing the order. Addresses saved by other users are not visible; they can only be seen by the user who saved them.
4. This mask can't be opened until the toggle button "Delivery address editing is enabled"

- **Show ordering person's organizational unit address pool**

1. All addresses defined in the org. unit of the ordering person will be displayed
2. If the ordering person's primary org. unit has no addresses defined, the addresses from the next superior organizational unit should be used for the address selection process. If the next superior organizational unit also has no addresses defined, the search should continue upward through the org. unit hierarchy until an address is found. If there is no address found on any of the superior org. units, then the address would be empty.
3. If the ordering person has permission for other org. unit, they will also be displayed in the pool

- **Show ordering person's private address pool**

1. All addresses of the ordering person defined in the ADM (User settings) of the type shipment address will be displayed

Protect private address

If this setting is active the target person's addresses will not be visible to the ordering person when the two are different. However if the target person and the ordering person are the same, the user will see their own addresses in the address mask. When active the private address will also not be shown on the confirmation screen.

Only enabled if default address is not valid

If this setting is active the delivery option will only be displayed when the default delivery option is not valid, otherwise it will remain hidden.

Mail Address

The email address used in the shop must be of the type "Business". It is defined in the ADM (User Settings). Whether the email address is displayed or not is determined by the Address Configuration. In the Address Configuration the user can specify whether the email address is visible and whether it can be edited.

If more than one business email address is defined, the one marked as default must be displayed. If multiple business emails exist and none are marked as default, the field must appear empty. In this case the user can select one of the available business email addresses, if "email editing" is enabled in the Address Configuration used for the selected delivery option.

At the moment:

The ordering person will get the pick-up mail

For Future development:

It should be configurable who receive the pick-up mail

Address mask behaviour

- I can only edit the ordering person's saved addresses. Any other addresses must be administrated in the ADM (User setting or Org. unit).
- The address book can't be opened if the toggle checkbox "Delivery address editing is enabled" isn't active for the selected delivery option and the active shopping purpose. If the toggle checkbox is disabled, the pen icon must not be displayed.
- After switching between delivery options, the settings in the Shopping purpose must not be overruled. The must stay the same.
- After switching between delivery options, the business E-mail address must stay the same (precondition: an email was configured in the Address configuration)
- The default delivery option must be preselected in the address mask
- After changing an address and reloading the shop, the new address must be displayed

Related articles

- [ZUGSEIL Shop](#)