# **B2C User Registration with Email Verification**

When a new B2C Website User registers on your site, the standard process activates their account after they submit the registration form. This means the user is able to immediately log onto your site, browse your products and services and make purchases. However, for extra security, you can add an email verification step to the process. The user remains inactive until they confirm email address ownership by clicking the link in the verification email sent after registering.

For websites that allow Guest User checkout: This feature is not implemented for Guest Users who select to create an account when submitting an order.

#### Step-by-step guide

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#### 1. Enable and configure B2C User Registration Verification

Feature	Available in CMS	Optic
Auto Part Registration Make auto part registration email templates available for editing.		
Single Sign-On     Single Sign-On options for your website.		
Third Party Login     Third party login options for your website.		
User Accounts     Configure user maintenance options.		0 0
User Associations     Configure user associations maintenance options.		
User Impersonation Configure user Impersonation options.		
User-Debtor Integration Configure User-Debtor 2-way integration options for your website.		
	Auto Part Registration Mate auto part registration mult simplates available for editing.     Single Sign-On Single Sign-On Single Sign-On Single Sign-On Single Sign-On solar by your website.     Third Party Login Third Party Login User Accounts Configure user analorations options.     User Accounts Configure user analorations options.     User Accounts Configure user materians options.     User Chaster Integration Configure user impersonation options.     User-Debort integration Configure User Jones options.	Auto Part Registration     Image Sign-On       Single Sign-On     Single Sign-On       Third Party Legin     Image Sign-On       User Accounts     Image Sign-On       Configure user maintenance options.     Image Sign-On       User Association     Image Sign-On       Configure user maintenance options.     Image Sign-On       User Association     Image Sign-On       Configure user maintenance options.     Image Sign-On       User Association     Image Sign-On       Configure user impersonation options.     Image Sign-On       Configure user option options options for your website.     Image Sign-On

- 4. To enable the registration verification option for all self-registering B2C Users, toggle ON Enable B2C Registration Verification. (Note: you can set a Role as an Override for this setting if you prefer.)
- 5. If you want the User to be notified their account is active after verification, toggle ON **Enable Send User Notification Email** . (**Note:** you can set a Role as an Override for this setting if you prefer.)
- 6. In Email Timeout (Minutes), enter the amount of time (in minutes) the User has to click on the link after receipt of the verification email before it expires.
- 7. Do you want a specific staff member to be alerted when a User registers on your site? If you do, enter the email address in **Notification Email Address. TIP -** this option can be useful if a User registers and does not activate their account.
- Do you want notification emails to the User to be sent from a specific email address? If you do, enter the email address in F rom Email Address. If left blank, the default send email address in the system will be used. (NOTE - you can set a Role as an Override for this setting if you prefer.)

#### 2. Customise Registration Verification email templates

When Registration Verification is enabled, three email templates become available in the Users submenu (Content Emails Users):

Email Templates				Q Search for an email	
★ My Favourites	0	>	Nam	2	Options
Orders	(11)	>	☆	B2B User Creation Email	🖌 Edit
Payments & Accounts	7	>	☆	B2C Registration Verification Notification Email	✓ Edit
🞽 Users	1	>	☆	82C Registration Verification Required Email	✓ Edit
Misc	7	>	☆	B2C Registration Verification User Notification Email	✓ Edit

- B2C Registration Verification Notification Email this template contains text for the alert email sent to the nominated staff member when a user registers (if an email address is entered in step 7 of the configuration procedure).
   B2C Registration Verification Notification Widget
- B2C Registration Verification Required Email this template contains text for the email sent to the user once they click Submit. It contains the verification link the user must click on to activate their account.
   B2C Registration Verification Required Widget
- B2C Registration Verification User Notification Email this template contains text for the email sent to the user once they have registered (if step 5 in the configuration procedure is enabled).

B2C Registration Verification User Notification Widget

Each template contains an email content widget for emails sent during the Registration Verification process. Click on the link to each widget for further help in customising each email message.

	<ol> <li>When the User submits the registration form, they are alerted that a verification email home &gt; Register</li> </ol>	l has been sent.
	<b>⊥</b> + Register	
	Please register to continue.	
	Thank you for registering. A verification email has been sent to you. Once you verify your email you will be able to login and co	mplete the registration process.
2	2. The email they receive contains a link to verify and activate their account.	
		🗙 🛱 0 🚆 in
	Hi Jane	
	Thank you for registering for Commerce Vision BPD on Wednesday, 9 June 2021 10:04:30 (GMT the link below to verify your email address.	+10:00). Please click on
	Verify Email Address	
	For your security, this link will expire 5 minutes from now from the time this email is sent.	
	Phone:         (07)         3369         3733         https://427.commerce.vision           Fax:         (07)         3891         3996         Copyright © 2021         427         Upgrade Testing, All right	is reserved.



## Additional Information

Minimum Version Requirements	4.31
Prerequisites	
Self Configurable	Yes

Business Function	Users
BPD Only?	Yes
B2B/B2C/Both	B2C
Ballpark Hours From CV (if opting for CV to complete self config component)	Contact Commerce Vision
Ballpark Hours From CV (in addition to any self config required)	Contact Commerce Vision
Third Party Costs	n/a
CMS Category	Users

### Related help

- B2B User Registration
  Create Users to Approve Report
  Email Template List
- Website User Maintenance for Account Admins
  Website User Roles

### **Related widgets**

- B2C Registration Verification Notification Widget
  B2C Registration Verification User Notification Email Widget
  B2C Registration Verification Required Email Widget
- Register Widget