## amasty

For more details see how the FAQ & Product Questions extension works.

### **Guide for FAQ & Product Questions for Magento 2**

With the module, you can add the FAQ section to each product page and provide customers with a comprehensive knowledge base. Advanced SEO features will boost your store's search engine ranking and ensure the supply of user-generated content.

- Separate FAQ section for each product page
- · Ability to assign questions to categories and products
- Advanced SEO features to enhance store SERP
- Separate short and full answers to avoid duplicate content
- · GDPR compliant and fully optimized for mobile
- **NEW** | Now the extension is GraphQL compatible (read+write)
- **NEW** | Compliance with WCAG 2.1 level AA requirements (for FAQ with Luma and Hyvä Themes)

① NEW: Now the module content is available in the <u>German</u> language! Backend and frontend settings are translated according to the selected locale. You can download the sample file with the translated information below:

german sample file faq.zip

The extension is compatible with **Hyvä Theme**. You can find the 'amasty/module-faq-hyva' package for installing in composer suggest. The compatibility is available as a part of an active product subscription or support subscription.

#### **Extension Configuration**

To configure the extension, please go to Stores  $\rightarrow$  Configuration  $\rightarrow$  Amasty Extensions  $\rightarrow$  FAQ and Product Questions. Then, expand the General Settings section.

#### **General Settings**



#### **General Settings**

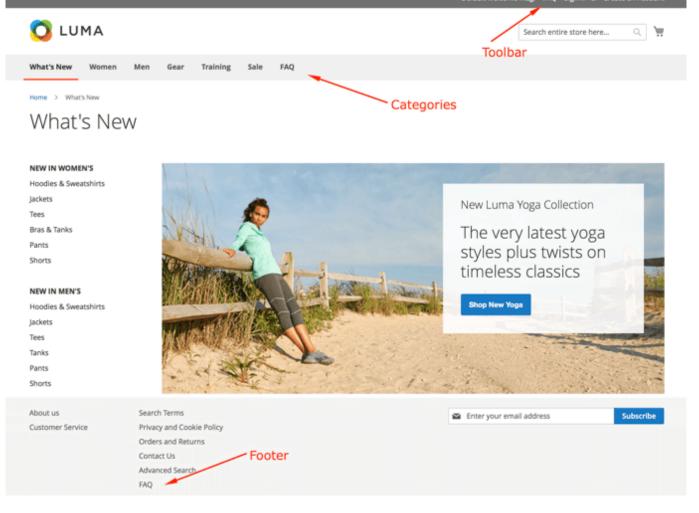


**Enable module** — enable or disable the extension;

**Title** — specify the title for the FAQ section;

**URL prefix** — specify the URL prefix for all the knowledge base pages;





**Add FAQ To the Toolbar** — enable this option to add the link to FAQ to the toolbar. Please note that Hyvä Theme does not provide this functionality.

**Add FAQ To the Categories Menu** — enable this option to add the link to FAQ to the categories menu;

**Add FAQ To the Footer** — enable this option to add the link to FAQ to the footer menu. Please note that Hyvä Theme does not provide this functionality.

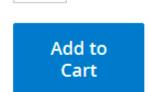
**Allow unregistered customers to ask questions** — enable the option if you want to allow guests to leave questions. If you want only registered customers to leave comments, set the option to **No**. In this case, unregistered customers will see the notification on the Product Questions tab:

Home > Overnight Duffle



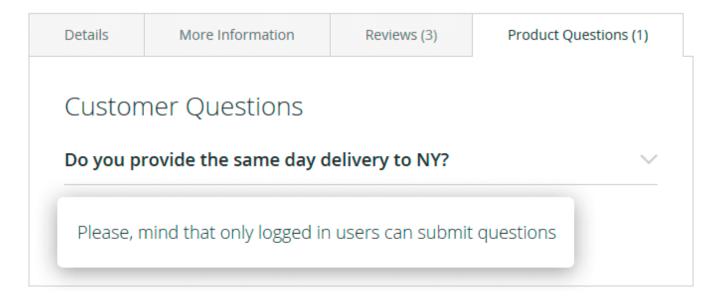
#### Overnight Duffle





1



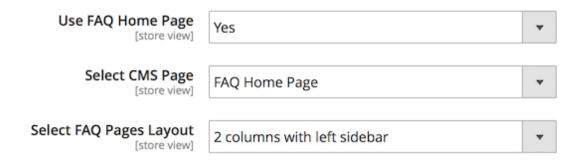


Proceed to the **FAQ Home Page** section.

#### **FAQ Home Page**



#### **FAQ Home Page**



**Use FAQ Home Page** — choose **Yes** to make a CMS-page as a FAQ home page;

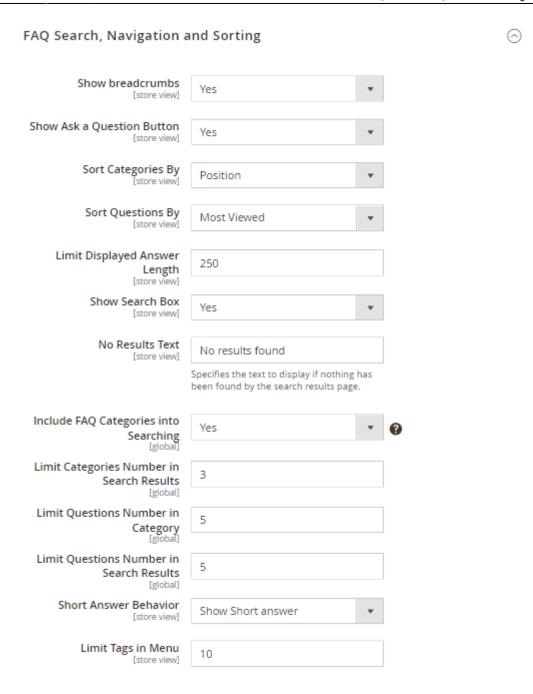
When the **Use FAQ Home Page** option is set to **No**, then the list of categories and questions will be displayed.

**Select CMS Page** — define a CMS-page that will be a FAQ home page. The built-in FAQ Home Page CMS-page will be set by default;

**Select FAQ Pages Layout** — specify the FAQ pages layout. You can choose to display the sidebar with search and categories on the right or on the left side.

#### **FAQ Search, Navigation and Sorting**





**Show breadcrumbs** — enable or disable the breadcrumbs display;

**Show Ask a Question button** — enable or disable the 'Ask a Question' button display. The 'Ask a Question' form will be added to the question and category pages;

**Sort Categories By** — choose how to sort categories: by position (how to configure), by name, or most viewed;

**Sort Questions By** — choose how to sort questions: by position (how to configure), by name, or most viewed;

The **Most viewed** option uses information about questions and categories visits as well as search requests that are gathered from the site visitors.



**Limit displayed answer length** — specify the number of the full answer symbols to display as preview;

Please notice the following:

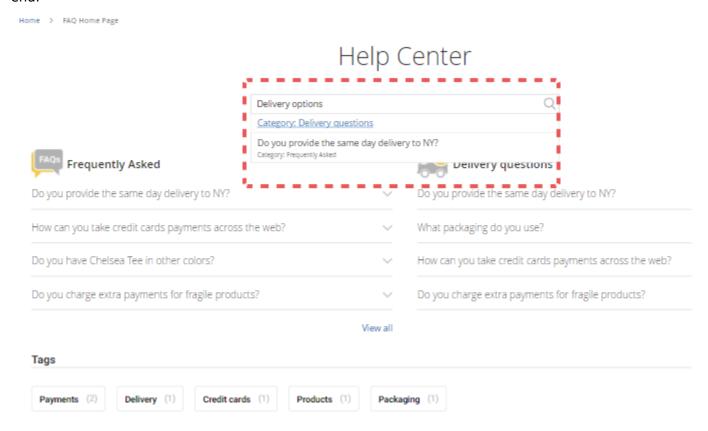
- The short answer is displayed on the product pages when it is set. In case the short answer is not set, the full answer will be shortened according to the **Limit displayed answer length** option;
- 2. On the category pages the full answer will be shortened according to the **Limit displayed answer length** option and used as a preview;
- 3. When a customer opens the question via a direct URL than the full answer is displayed.

**Show Search Box** — enable or disable the search box display;

**No Results Text** — fill in the text to display when no results have been found;

**Include FAQ Categories into Searching** — enable the setting to get search results based not only on questions but also on categories, provided that the search guery matches the category name.

**Limit Categories Number in Search Results** — set the maximum number of matched categories to be shown with the query in the search results. Check, how the enabled option will work on the front end:



**Limit questions number in category** — enable pagination on the question category page and display the specified number of questions per page;

**Limit questions number in search results** — enable pagination on the search results page and



display the specified number of questions per page;

**Short Answer Behavior** — choose to display a **Short Answer** or a **Cut Full Answer**. In the second case, the answer will cut using the **Limit displayed answer length** option's value.

**Limit tags in menu** — specify the maximal number of tags you want to display in the menu.

#### **User Notifications**

#### User Notifications



**Notify user via email** — enable this option to notify a user about an answer via email;

When this option is disabled, users won't be able to specify their email when submitting a question.

**Email sender** — choose the sender of the email notification (how to configure);

**Email Template** — choose the email template (how to configure).

Please notice that notifications to customers won't be sent automatically. Store admin will have to send them manually using the **Save and Send Email to Customer** button in the question settings.

#### **Admin Notifications**



#### Admin Notifications



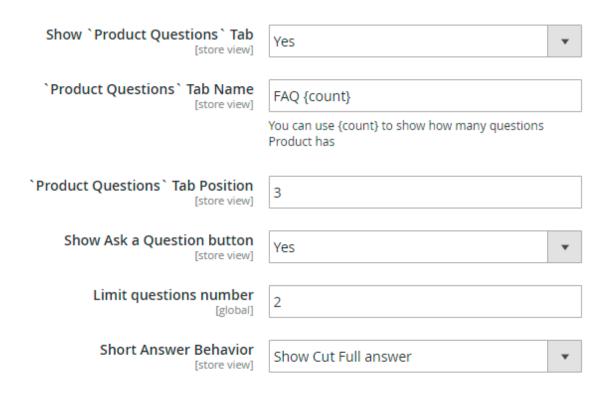
**Notify admin of a new question** — enable this option to notify an admin about new questions via email;

**Send e-mail to** — choose the addressee of the email notification (how to configure);

**Email Template** — choose the email template (how to configure).

#### **Product Page**

#### **Product Page**



**Show 'Product Questions' Tab** — enable this option to add the 'Product Questions' tab to each product page;



`**Product Questions**` **Tab Name** — give a unique name to a `Product Questions` tab. You can use the {count} variable to show how many questions a product has.

**`Product Questions` Tab Position** — specify the position of a `Product Questions` tab among other product tabs. This is how the `Product Questions` tab will be displayed on the frontend when the field is provided with the value'3':







Add Your Review

\$45.00

IN STOCK SKU#: 24-WB07

Qty

1

Add to Cart

◆ ADD TO WISH LIST

■ ADD TO COMPARE

**EMAIL** 

Details

More Information

FAQ (1)

Reviews (3)

For long weekends away, camping outings and business trips, the Overnight Duffle can't be beat. The dual handles make it a cinch to carry, while the durable waterproof exterior helps you worry less about the weather. With multiple organizational pockets inside and out, it's the perfect travel companion.

- Dual top handles.
- W 15" x H 15" x D 9".



**Show Ask a Question button** — enable this option to add the 'Ask a Question' button to product pages (this option is available only when the **Show 'Product Questions' Tab** option is enabled);

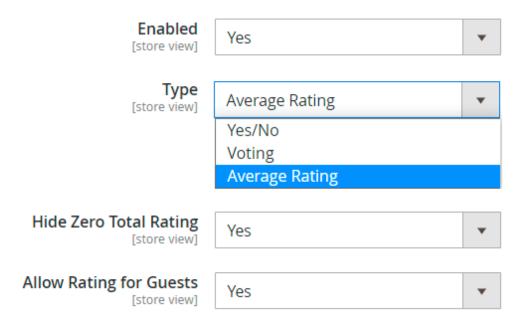
**Limit questions number** — define the number of questions to display on a product page. Please, note that no extra pages will be added, only the specified number of question will be displayed depending on their position;

**Short Answer Behavior** — choose to display a **Short Answer** or a **Cut Full Answer** on product pages. In the second case, the answer will cut using the **Limit displayed answer length** option's value.

When done, expand the **Rating** section.

#### Rating

#### Rating



**Enabled** — choose **Yes** to enable a rating for each question;

**Type** — define the rating type: **Yes/No**, **Voting** or **Average Rating**.

Yes/No and Voting samples:



Was this answer helpful? **Yes** | No 15 people of 18 found this answer helpful

Was this answer helpful?  $\wedge$  15 |  $\vee$  3

#### **Average Rating** sample:



You can customize the average rating from the *Edit Question* page.



For the **Average Rating** type, you can also enable the **Hide Zero Total Rating** option.

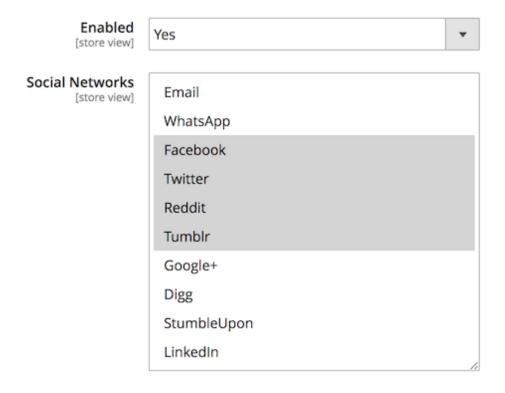
**Allow Rating for Guests** - set to *Yes* to allow guest users to rate the questions (the option is available for all rating types).

Next, proceed to the **Social buttons** section.

#### **Social buttons**



#### Social buttons



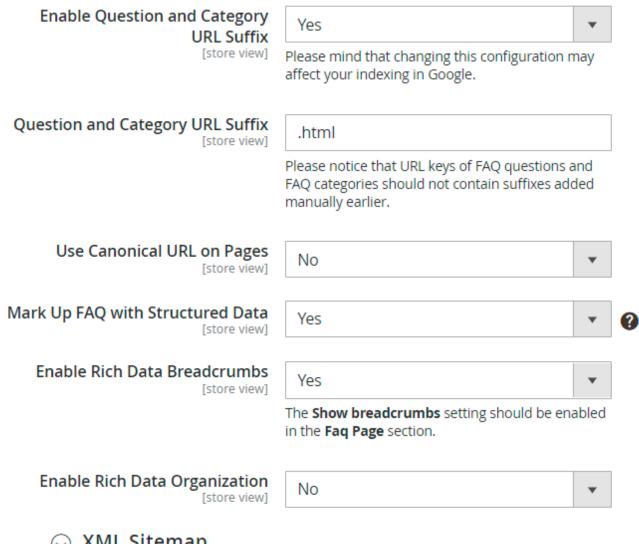
**Enabled** — choose **Yes** to enable social sharing buttons for each question;

**Social Networks** — define the list of the available social buttons.

#### **SEO**

Finally, navigate to the **SEO** settings.

#### SEO



XML Sitemap

**Enable Question and Category URL Suffix** - use this option to generate SEO-friendly URLs for categories and question pages in case you use a standard URL type (e.g. ending with **html**).

Please mind that changing this configuration may affect your indexing in Google.

**Question and Category URL Suffix** - specify the suffix to use to FAQ pages.

Please notice that URL keys of FAQ questions and FAQ categories should not contain suffixes added manually earlier.

If the **Enable Question and Category URL Suffix** option is disabled, you can remove the trailing slash from question and category URLs. Trailing URLs have an impact on SEO since Google marks such URLs as "non-standard".



# Enable Question and Category URL Suffix [store view] Please mind that changing this configuration may affect your indexing in Google. Remove Trailing Slash from Question and Category URLs [store view] Yes

#### Compare:

With a trailing slash: https://.../do-you-provide-the-same-day-delivery-to-new-york/

Without it: https://.../do-you-provide-the-same-day-delivery-to-new-york

**Use Canonical URL on Pages** — enable this option to add the **Canonical URL** field to each question;

**Mark Up FAQ with Structured Data** - enable this option if you want to mark up the elements of the extension with structured data so that Google can understand the data on the page and display relevant result in search results.

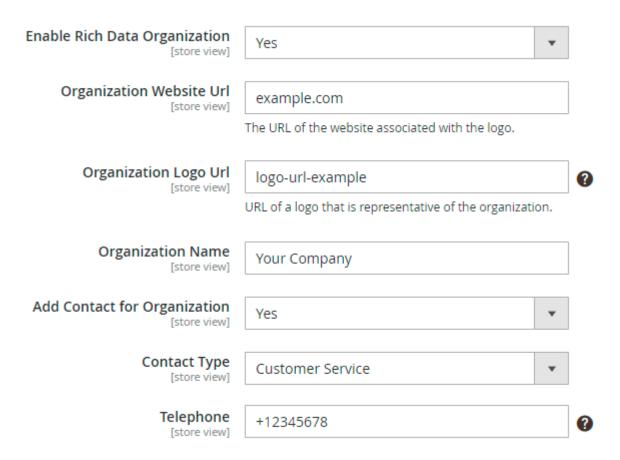
Structured data will be added to product pages, FAQ home page, FAQ question pages and FAQ category pages. The feature also supports the **speakable** parameter, into which the title of the question is pulled.

**Enable Rich Data Breadcrumbs** — switch this option to **Yes** in order to utilize breadcrumbs for rich snippets;

Please, note that this option requires the **Show breadcrumbs** option to be activated in the **FAQ page** section.

**Enable Rich Data Organization** — enable this option to activate rich snippets and specify additional organization information.





The extension adds the rich data markup to the FAQ pages only.

#### **XML Sitemap**



#### XML Sitemap

Add FAQ urls to XML Sitemap [store view]	Yes	•
Enable Hreflang URLs [store view]	Yes	•
Language Code [store view]	From Current Store Locale	•
Country Code [store view]	Don't Add	•
Frequency [store view]	Always	₩
Priority [store view]		
	Valid values range from 0.0 to 1.0.	

**Add FAQ URLs to XML Sitemap** — choose **Yes** to equip the Magento 2 XML sitemap with the links to FAQ pages;

**Enable Hreflang URLs** - select **Yes** to notify Google which site and page to show to foreign users. This option is useful for multilingual and multi-regional sites.

**Language Code** - specify the necessary language code according to the particular store view or choose 'From Current Store Locale'.

**Country Code** - select the necessary country code (based on a store view). You may also set the code 'From Current Store Default Country' or remove code display by choosing 'Don't Add' option.

**Frequency** — define the sitemap update frequency (by default, this option utilizes the system value);

**Priority** — define the sitemap update priority (by default, this option utilizes the system value);

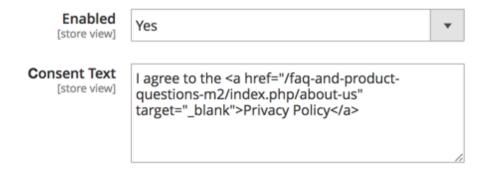
#### **GDPR Consent**

To configure **GDPR Consent** settings, expand the corresponding section.

The extension stores customers' personal data: name and email. This information is used to send notifications about new answers and provide an admin with the ability to reply to users' questions directly via email.



#### **GDPR Consent**



**Enable GDPR** — choose **Yes** to add a toggle to the 'Ask a Question' form with the consent to the personal data processing;

**Consent Text** — use the default one or fill in your own request for personal data processing that will be displayed under the 'Ask a Question' form. This is an HTML field, so you can specify a text and add a link to your privacy policy.

The extension doesn't contain the Privacy Policy page. You can create your own in the **Content** → **Pages** section of the admin panel. Adjust a separate CMS-page and add a link to it to the **Consent Text** field.

#### **GraphQL** compatability

With GraphQL you can get precise and multiple data in one query, as well as, modify data using mutation queries. Please, find a few examples\* below.

#### **Oueries:**

- getAmFaqSettings {...} to configure FAQ module
- searchAmFaqCategories (filter: {...}, sort: {...}, pageSize, currentPage) {...} to search categories
- searchAmFaqQuestions(search, filter: {...}, sort: {...}, pageSize, currentPage to search questions

#### **Mutation:**

- placeAmFaqQuestion (input: {...}) to place a question from a current customer or guest (if enabled in configuration)
- ateAmFaqQuestion (input: {...}) to rate a question



<sup>\*</sup>Full list of queries will be available with documentation upon purchase.

#### **Questions and Answers**

To create a new question, edit the existing ones, or add an answer, please go to **Content**  $\rightarrow$  **FAQ Question**.



#### **FAQ Questions** 🗘 admin 🔻 **Add New Question** Filters Columns ▼ Default View • Actions • of 1 7 records found 20 per page Delete Don't show Change Status Store **Url Key** question Sender Email Status Visibility **Position** Action View direct Change Visibility URL Edit 6 Edit do-you-No john@example.com ΑII Pending Public Store deliver orders deliverto Canada? orders-to-Views canada 5 How can I how-can-isteve@example.com All Pending Public 3 Edit subscribe-to-Store subscribe to Views discount discountnotifications? notifications 7 Do you do-you-ΑII Answered Public Edit Store charge extra charge-extra-Views payments for paymentsfragile for-fragileproducts? products All Public Edit Do you do-you-No jane@example.com Answered Store provide the provide-thesame day same-day-Views delivery to delivery-tonew-york How can you ΑII Answered | Public 2 Edit how-can-No take credit you-take-Store credit-cards-Views cards payments payments across the web? Do you have chelsea-tee-All Answered | Public 5 Edit No Chelsea Tee other-colors Store in other Views colors? 9 What what-No All Answered Public 1 Edit

On the grid, you can see all the existing questions.

packaging-

do-you-use

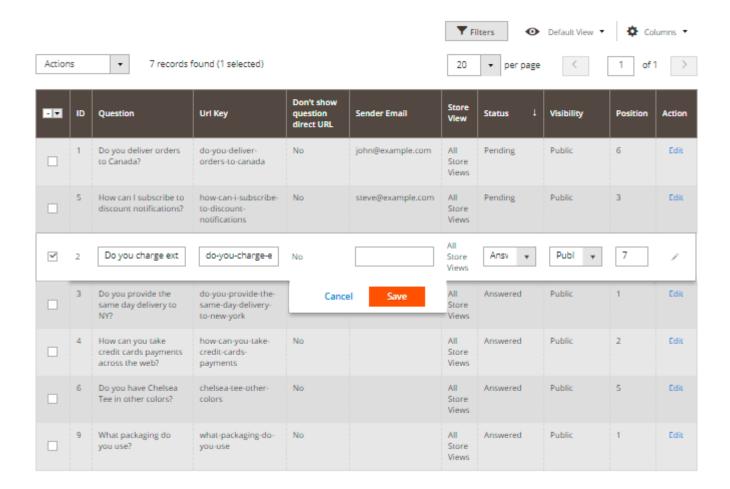
packaging do

you use?



Store

Views



You can use the **Inline edit** functionality to instantly modify question's information. Moreover, you can select multiple questions and apply the required mass actions (edit, delete, change status, or visibility).

In the **Position** column you can adjust the sort order for questions display on the frontend.

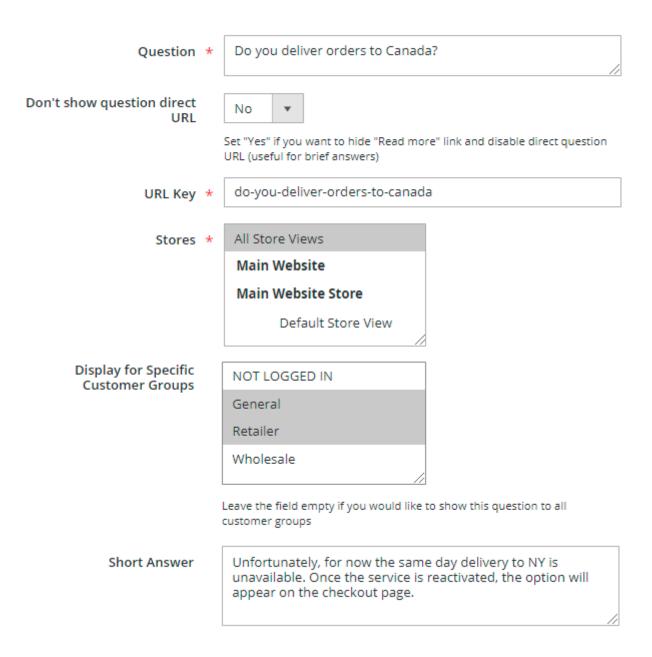
To add a new question, please click the **Add New Question** button or select one of the existing questions to edit it.

The question's configuration menu consists of five sections. Let's take a closer look.

#### General



#### General 📝



**Question** — fill in the question in this field or edit the existing question, e.g. to correct the misspelled words;

**Don't show question direct URL** — choose **Yes** to disable the **Read more** link and make a question unavailable via direct URL (the URL Key field will become unavailable);

**URL Key** — specify the URL key for the question here. The key is <u>filled in automatically</u> when the question title is set. However, you can modify the key for SEO purposes;

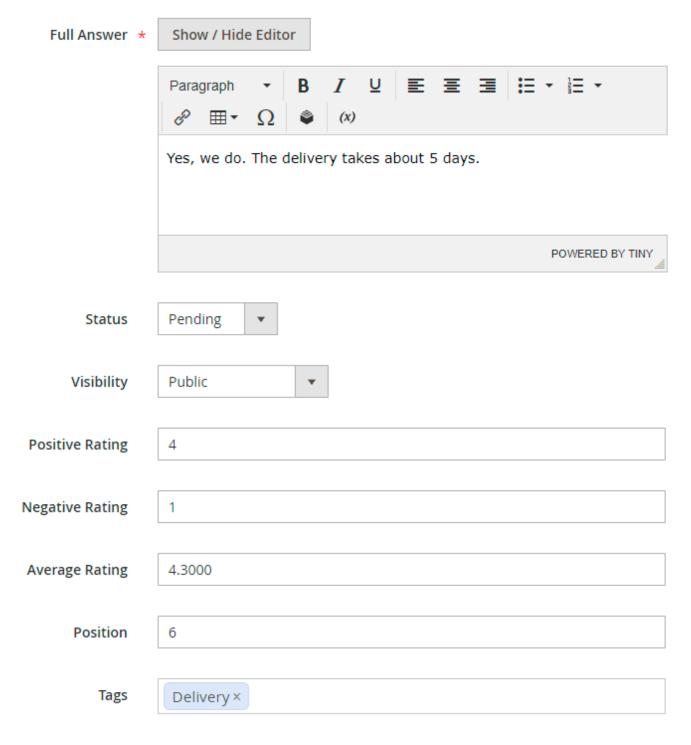
The URL Key field is mandatory. Also, the field validation is used to prevent URLs from being duplicated within a single store view.



**Stores** — choose the store views where the question will be displayed;

**Display for specific customer groups** - here you can limit the display for the specific customer groups;

**Short Answer** — specify the short answer here. When set, it will be used as a preview of the full answer on the Product Question tab of product pages. Using this functionality you can provide more diverse coverage of the topic and avoid duplicate content issues;



**Full Answer** — fill in the full answer using the WYSIWYG editor This field is mandatory due to answer display logic;



**Status** — choose the question's status: pending or approved;

All incoming questions automatically get the **Pending** status. When an admin answers the question, the status should be manually switched to **Answered**. This functionality is used to easily monitor the unanswered questions.

**Visibility** — define the question's visibility:

- None
- Public
- For logged in only

**Positive Rating** — when the rating functionality is enabled, you can force a custom number of positive votes;

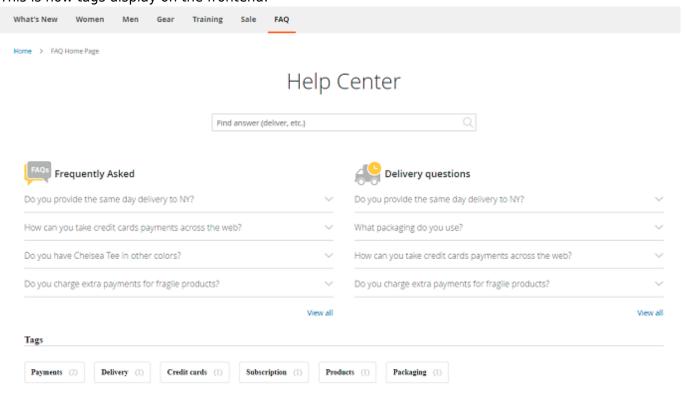
**Negative Rating** — when the rating functionality is enabled, you can force a custom number of negative votes;

Average Rating - when the Average Rating type is enabled, you can set a custom number;

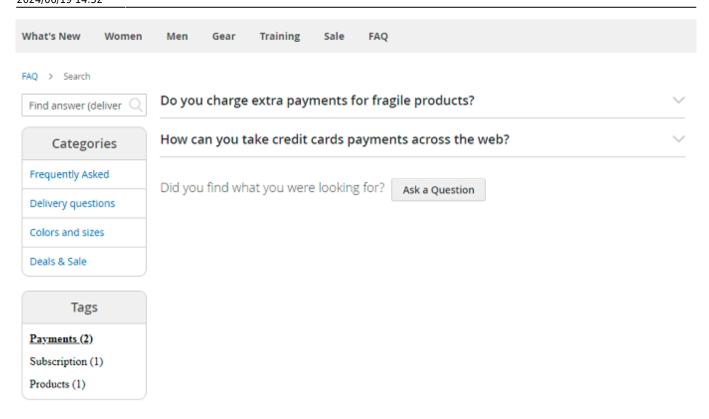
**Position** — set the position of the question in the list. The lower the value the higher the answer will be displayed.

**Tags** — specify tags that reflect the question's essence (you can use more than one tag for a question). This will help your customers to better navigate your website and easily find the relevant information.

This is how tags display on the frontend:







Please note, that you can fill in only the full answer. It will be shortened automatically using the **Limit display answer length** (set it here) value to display the answer preview.

#### **SEO**

Meta title

Delivery to New York: Details

Meta description

Take a look at the latest information concerning the New York delivery options.

Exclude from XML SiteMap

Yes

Noindex

Yes

Nofollow

Yes

Canonical

new-york-delivery-importnat-things-to-know



**Meta Title** — specify the meta title for the question;

When the **Meta title** field is empty, than the **Question** field will be used.

**Meta Description** — fill in the meta description for the question;

**Exclude from XML Sitemap** — enable the option to exclude this particular question from the XML sitemap;

**Noindex** — enable to prevent this question page from being indexed;

**Nofollow** — enable to prevent this question page from sharing its weight with the links on it;

**Canonical** — specify the canonical URL for the question.

The **Canonical URL** option should be enabled in the **SEO** section.

To improve the SEO rankings, all your knowledge base can be included in the web-store XML site map. Get it easily done with the **Amasty Google XML Sitemap** extension, which is fully compatible with this module.

#### **Customer Info**

When a customer submits a question, this section is filled in automatically. However, the admin user can edit customer information if needed. When creating a new question from the admin panel, these fields can be left empty.

Sender Name	Jane Doe		
Sender Email	jane.doe@example.com		

**Sender Name** — the question sender name;

**Sender Email** — the question sender email.

#### **Categories**



#### Asked in

**Delivery questions** 

Deals & Sale

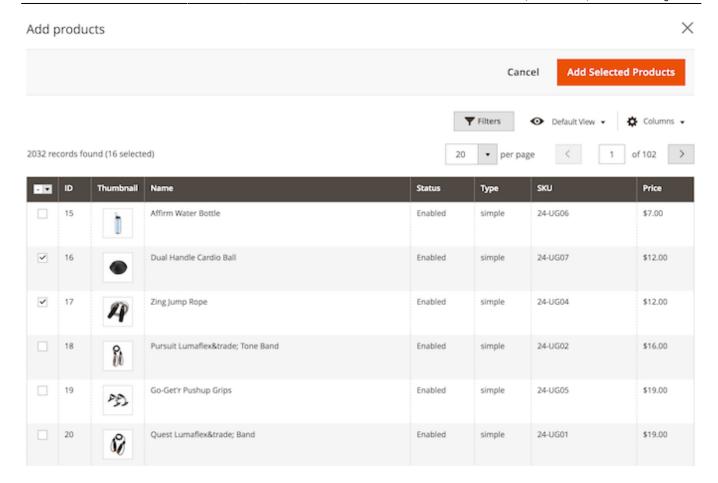
Colors and Sizes

Frequently Asked

Use the **Asked In** option to assign the question to multiple categories. This will be used to display a question in different categories in the knowledge base. You can leave a question unassigned and it will be visible from the corresponding product pages and via direct URL only.

#### **Products**



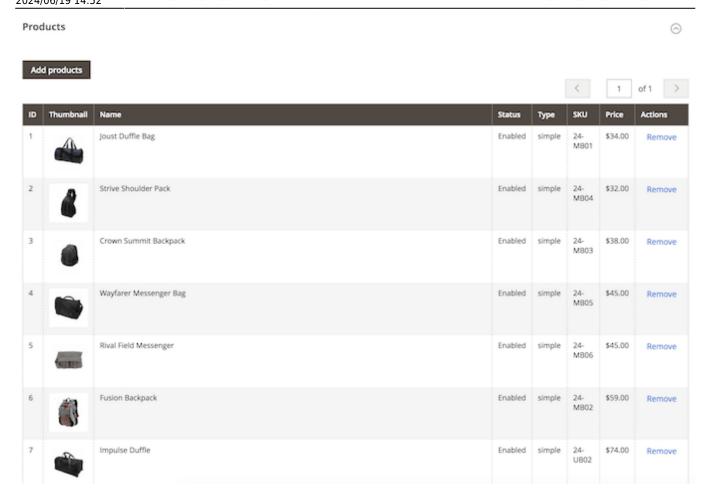


Click the **Add Products** button to assign the question to products. This particular question will be displayed in the Product Questions tab on the selected product pages.

Please, note that the **XX selected** value reflects the total number of the assigned products.

You can use the **Filters** buttons to search for required products using various criteria.





When everything is set, hit the **Save** button to return to the questions grid or use the Save and Send Email to Customer button to send the notification to the question author.

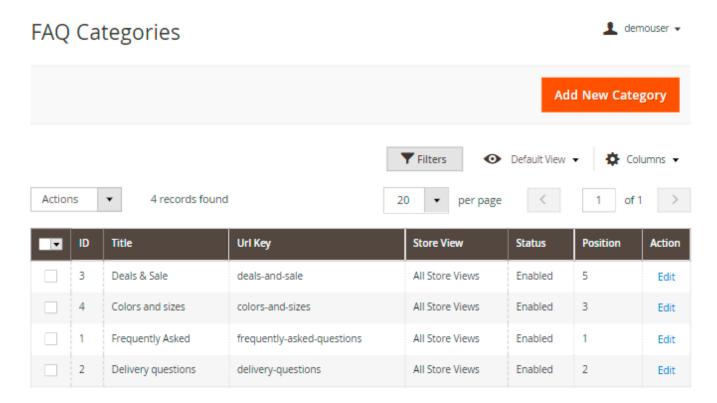


Please note, that the **Customer Info** section should be filled in order to have the ability to send the email notifications.

#### **Categories**

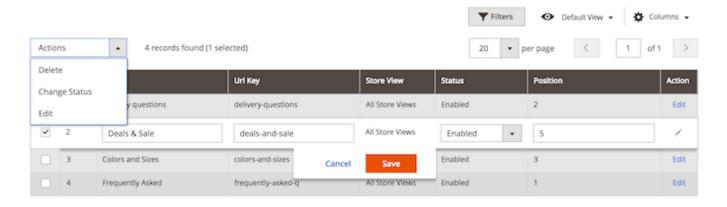
To add new categories to your knowledge base or edit the existing ones, please go to **Content** → **Categories**.





On the grid you can modify categories using the **Inline edit** functionality. Click on the value you need to modify to edit it. Moreover, you can select multiple categories and apply the required mass actions (edit, delete, change status).

Using the **Position** column you can adjust the categories sort order on the FAQ page.



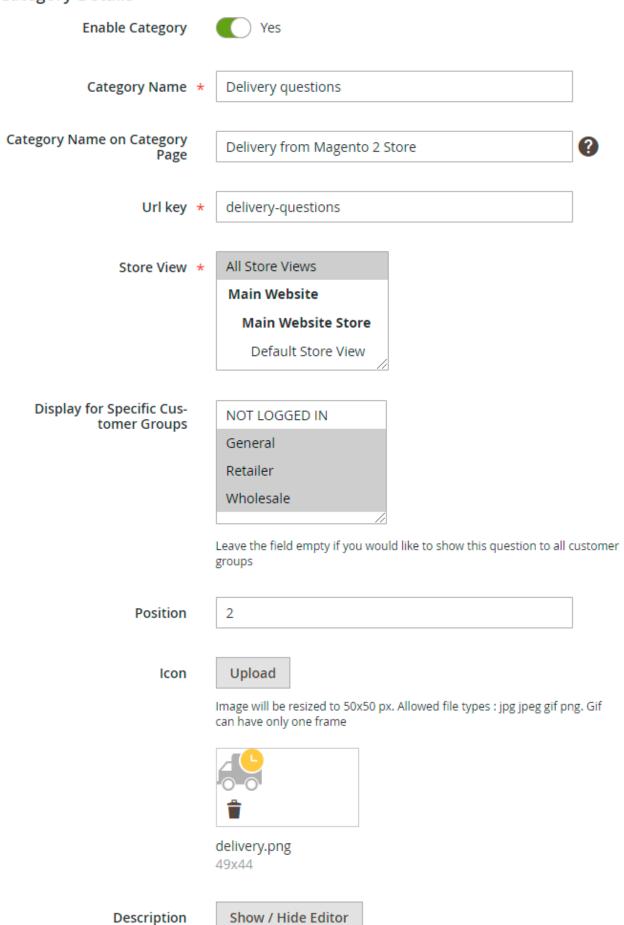
Hit the Add New Category button or select the existing category to edit it.







#### **Category Details**



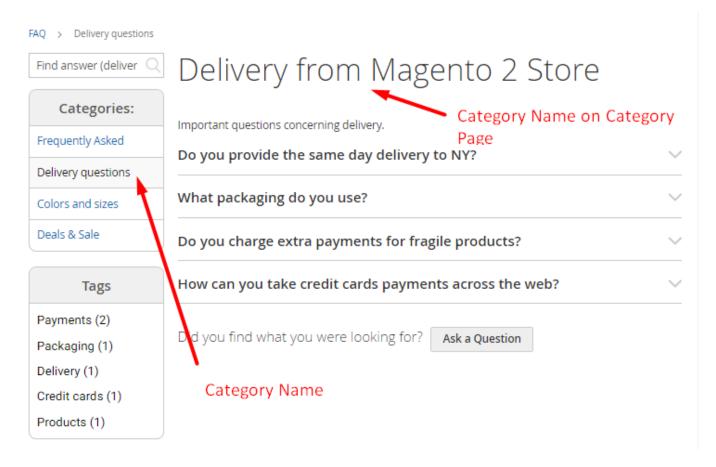


**Enable Category** — enable or disable the category on the front-end. This option doesn't affect the categories grid;

**Category Name** — fill in the category name to display on the front-end;

**Category Name on Category Page** - fill in the field if you want to display a different category name on the category page on front end. You can use this feature in SEO purposes. Otherwise, the name specified in the 'Category Name' setting will be used.

#### See how it works:



**URL key** — modify the category URL that is generated based on the **Category Name** field;

**Store View** — define store views where the category will be displayed;

**Display for Specific Customer Groups** - choose customers groups for which the category will be visible.

**Position** — set the position of the category in the list. The lower the value the higher the category will be displayed;

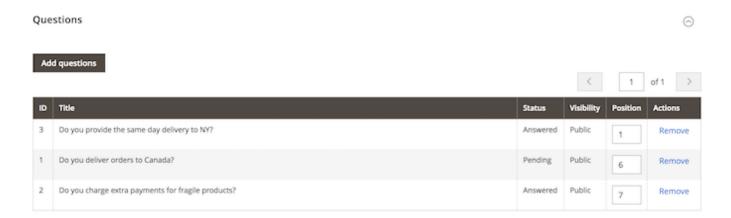
**Icon** — add the unique icon for a category (JPG, PNG, or GIF; up to 2MB);

**Description** — fill in the description of a category.



#### **Assigning Questions to Categories**

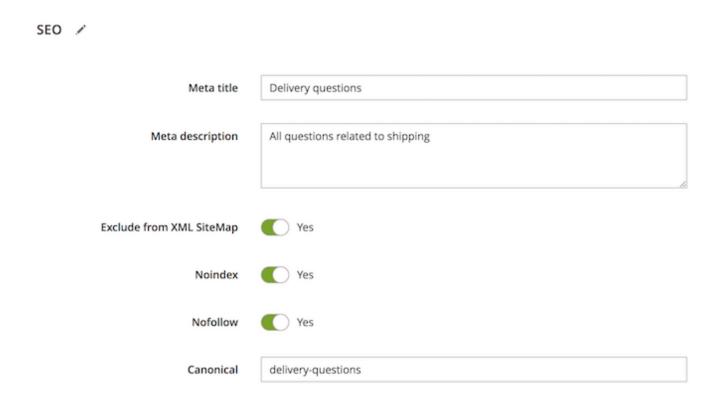
To assign questions to the category, please expand the Questions section and hit the Add Questions button.



When everything is set, please click the **Save** button to return to the categories grid.

#### **SEO for Categories**

To configure SEO settings for a particular category, expand the corresponding section.



**Meta title** — specify the meta title for the category;

**Meta description** — fill in the meta description for the category;



**Exclude from XML Sitemap** — enable this option to exclude this category from the XML sitemap;

**Noindex** — enable this option to prevent the category from being indexed;

**Nofollow** — enable this option to exclude the links from this category from being followed by search engines;

**Canonical** — specify the canonical URL for the category.

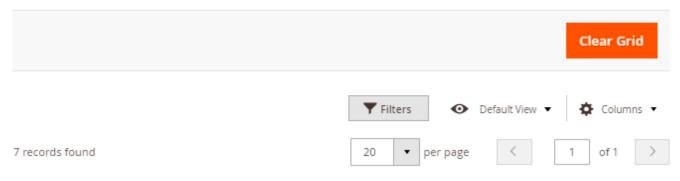
The Canonical URL setting in the SEO section should be enabled.

#### **FAQ Search Terms Report**

To see the report on FAQ search queries, please, go to **Content** → **FAQ Search Terms Report**.



# FAQ Search Terms Report



Search query	Store View	Result	Hits
cards	Main Website Main Website Store Default Store View	13	21
delivery	Main Website Main Website Store Default Store View	21	11
delivery terms	Main Website Main Website Store Default Store View	17	3
packaging	Main Website Main Website Store Default Store View	10	7
payment	Main Website Main Website Store Default Store View	27	45
payments	Main Website Main Website Store Default Store View	24	28
sale	Main Website Main Website Store Default Store View	16	33

Here, you can keep records and analyze search queries to make your FAQ section more effective. The report shows you search queries themselves, the number of displayed search results and the number of hits.

With the data gained, you can reach your site visitors with more relevant and useful information and thus transform them into regular customers.

# **FAQ Widgets Implementation**

The module comes equipped with the default FAQ Home Page CMS-page. This CMS-page consists of

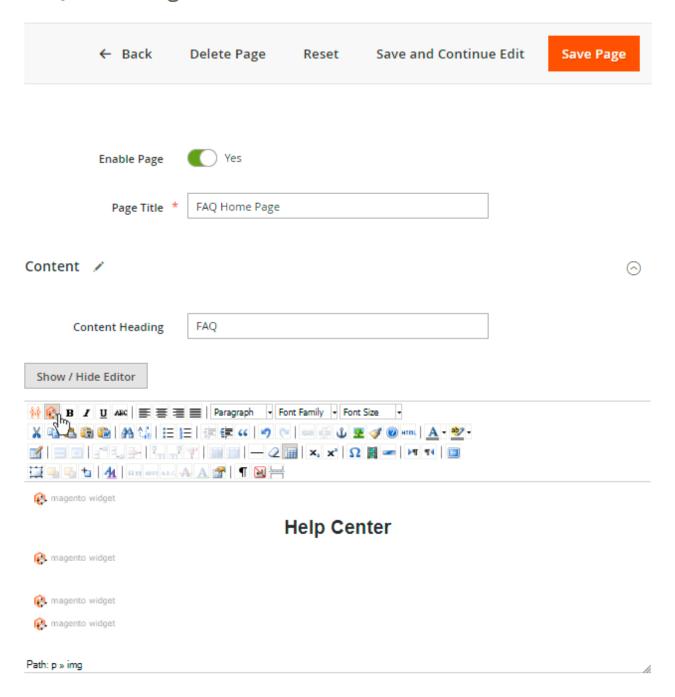


three widgets that can be modified and used separately on any other CMS-page. They are:

- FAQ Questions List
- Back to Product Button
- FAQ Categories List
- FAQ Search Box

Each of the widgets has individual settings. To insert a widget, please, go to Content → Pages and select the required CMS-page. Then, enable the WYSIWYG editor and click the Insert Widget button.

## FAQ Home Page



Next, select the required widget from the dropdown menu. These are the available settings for the FAQ widgets:



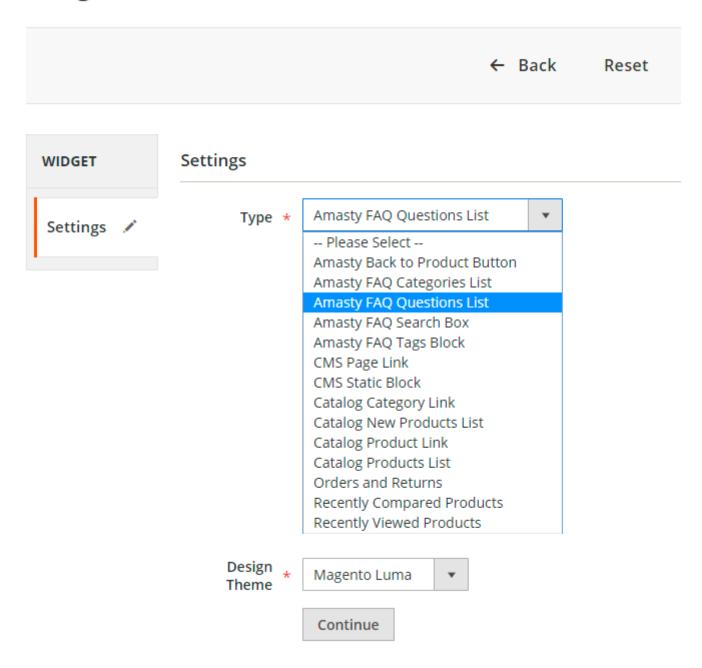
#### **FAQ Questions List**

The widget is used to display a list of product questions. It can be a list of specified questions as well as questions related to a product, current product, or FAQ category. In order to configure this widget, please follow the instructions below:

- 1. Navigate to **Content → Widgets →** click the button '**Add Widget**';
- 2. Select 'Amasty FAQ Questions List' from the first dropdown, then select a design theme, and click 'Continue';

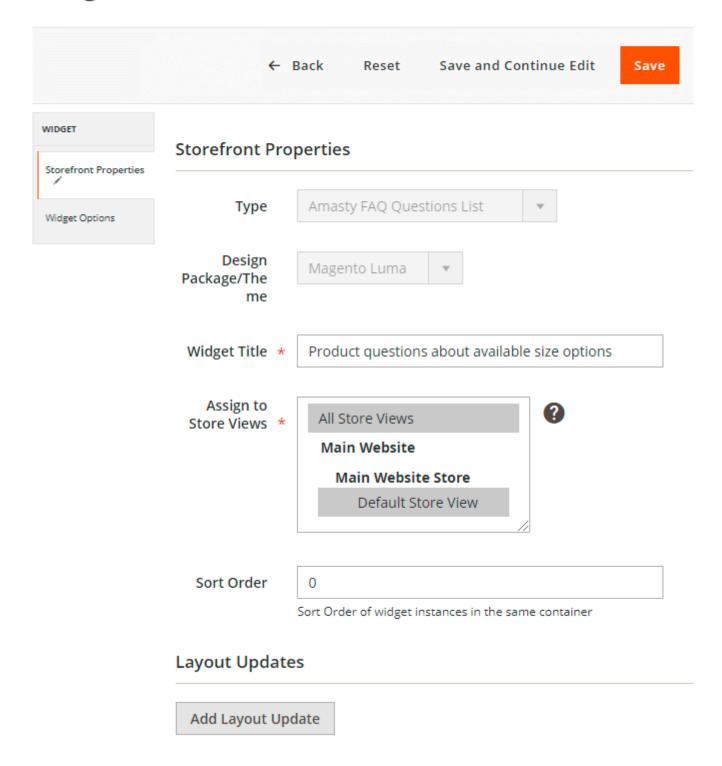


# Widgets



3. Now we're configuring '**Storefront properties'**. Here you can specify widget title, store views, and the sort order of widget instances.

# Widgets

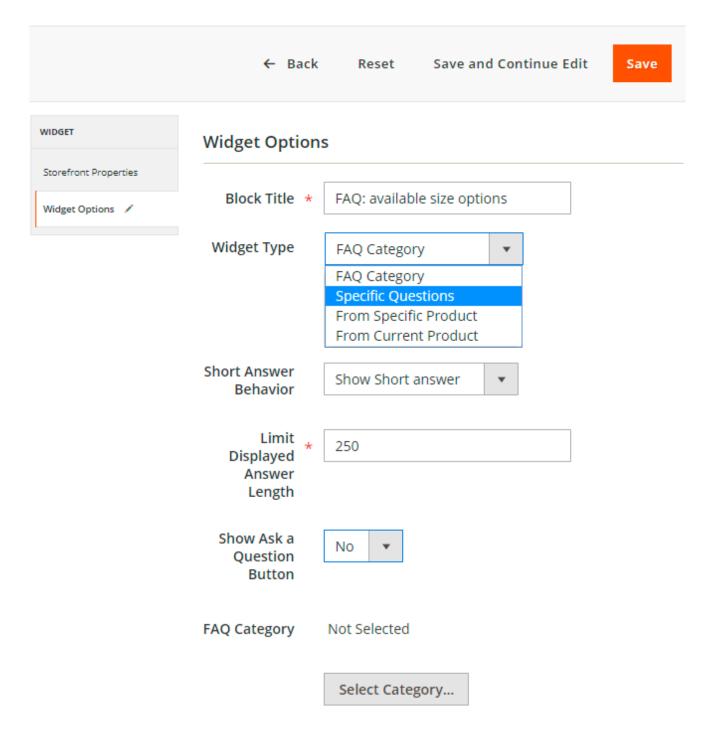


- 4. Now proceed with the 'Widget Options'. Here you can specify the block title and select from four widget types:
  - FAQ Category to display on the widget questions taken from the specific FAQ Category;
  - Specific Questions to display on the widget some specific questions;
  - From Specific Product to display on the widget questions taken from the specific product;



• **From Current Product** - to display on the widget questions taken from the current product you're configuring this widget for.

# Widgets



After choosing the widget type you can also:

- Specify whether to 'Show short answer' or 'Show cut full answer' in the 'Show answer behavior' setting;
- Set up a limit for the 'Displayed Answer Length' (mandatory field);



• Choose whether to 'Show Ask a Question Button'.

#### **Back to Product Button**

Insert Widget...

Widget



# **Widget Options**



This button is used to return to the previously viewed product.

**Back To Product button Align** — define the alignment of the **Back to Product** button.

#### **FAQ Categories List**

## Insert Widget...

### Widget

Widget Type *	Amasty FAQ Categories List ▼
	FAQ and Product Questions Categories list widget
Widget Options	
8 P	
Layout Type	2 columns 🔻
Limit question number in category	5
Limit categories number	6
Categories list without questions	Yes 🔻
Sort Categories By	Position
g	
	De citie e
Sort Questions By	Position
Short Answer Behavior	Show Short answer ▼

The widget is used to display a block of categories adjusted with the following settings:

**Layout Type** — define the number of columns where the categories will be distributed;

**Limit question number in category** — set the maximal number of questions to display in each category;

**Limit categories number** — limit the number of categories to use in the block (categories will be chosen by their priority);

**Categories list without questions** — choose Yes to display the categories list only;



**Sort Categories By** — define the sorting behavior for categories;

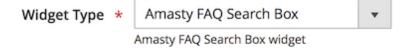
**Sort Questions By** — define the sorting behavior for questions;

**Short Answer Behavior** — choose how to display the answer preview: a short answer or a cut full answer.

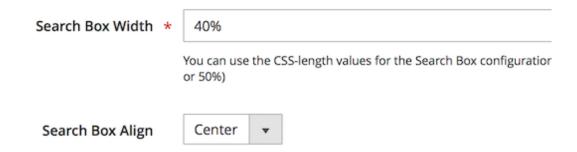
#### **FAQ Search Box**

Insert Widget...

Widget



#### Widget Options



The widget adds a separate search box to the content in the knowledge base.

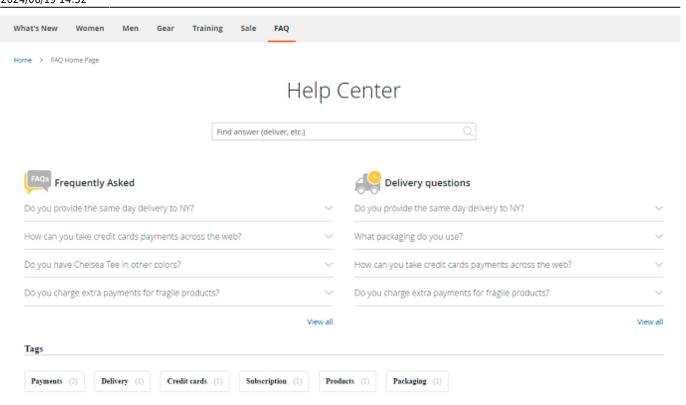
**Search Box Width** — specify the search box width on the page using CSS-length values (e.g. 00px, 77pt, 20em, .5ex, or 50%);

**Search Box Align** — define the alignment of the search box inside the CMS-page.

When all widgets are set and configured, hit the **Save** button to save the CMS-page.

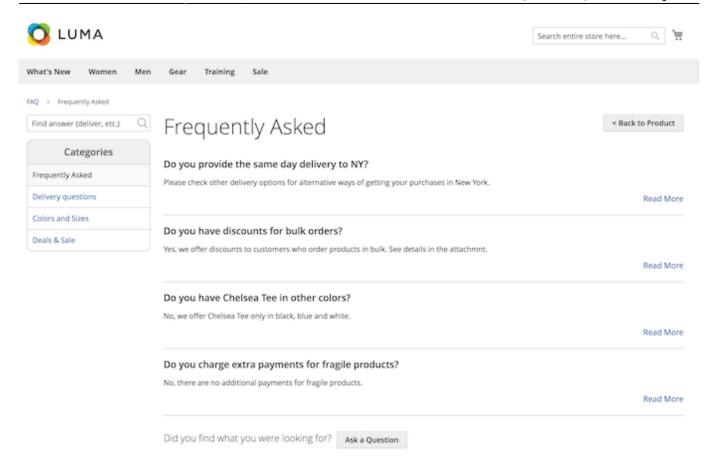
## **FAQ Page Layout**



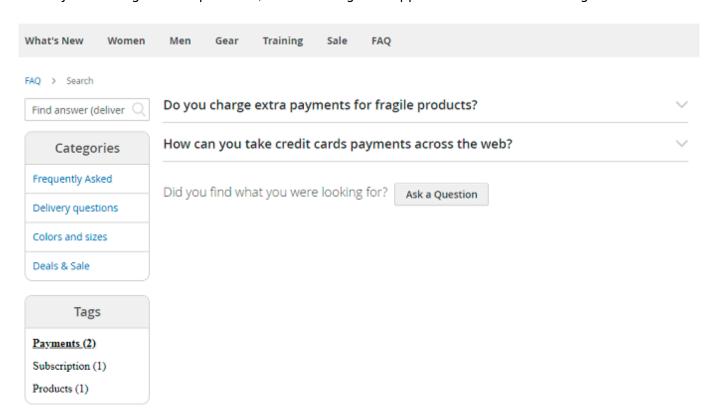


By default, the extension uses the layout based on the pre-configured CMS-page that includes all three widgets and provides FAQ visitors with the search bar, the 'Back to Product' button and a list of categories. The first category is determined using the categories sort order values.



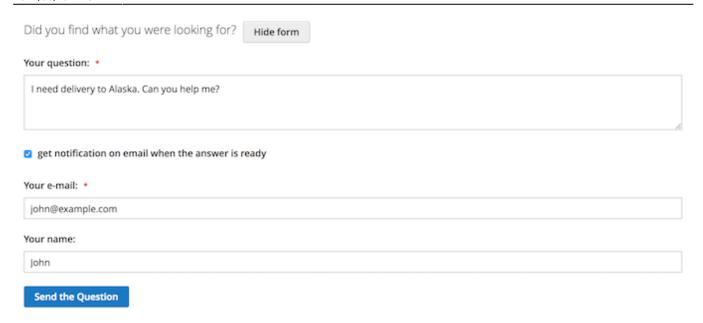


When you add tags to the questions, the list of tags will appear under the list of categories:

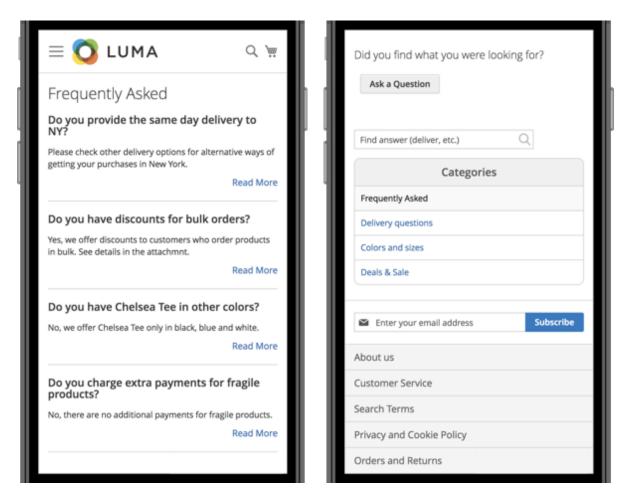


Using the extension settings, you can return the FAQ page to its basic view with the list of categories and the content of the highest category.





The number of questions to display is not limited. The **Back to Product** button returns customers to the last viewed product.



# **Email Templates**



To configure the email templates for Admin/Customer notifications, please go to **Marketing**  $\rightarrow$  **Email Templates**.

Load default template	
Template	Amasty Faq and Product Questions Admin Notification   ▼
	Load Template
Template Information	
Currently Used For	Stores -> Configuration -> FAQ and Product Questions -> Admin Notifications -> Email Template (Default Config)
Template Name *	
Template Subject *	FAQ: you received new question
	Insert Variable
Template Content *	{{template config_path="design/email/header_template"}}                 {{trans "Customer: %name" name=\$sender_name}}{{depend sender_email}}{{{depend}}         {{trans "Question:" question=\$question}}         {{vp>{{trans "Question: question=\$question}}         {/td>             {{template config_path="design/email/footer_template"}}

Hit the **Add New Template** button or edit the existing ones according to your needs.

In the **Load default template** section you can load one of the built-in Magento 2 email templates.

To create a new template, configure the following options:

**Template Name** — specify the template name for internal use;

**Template Subject** — fill in the template subject for emails;

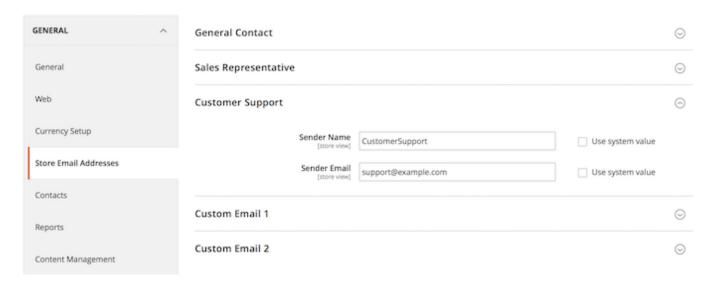
**Template Content** — fill in the content of the email template;



Template Styles — optionally, you can specify custom template styles.

Hit the **Save Template** button when everything is done. Now, you can use the created template for the admin or customer notifications.

#### **Email Sender**



The email sender can be changed at **Stores** → **Configuration** → **General** → **Store Email Addresses**. Please modify the required contact according to your needs.

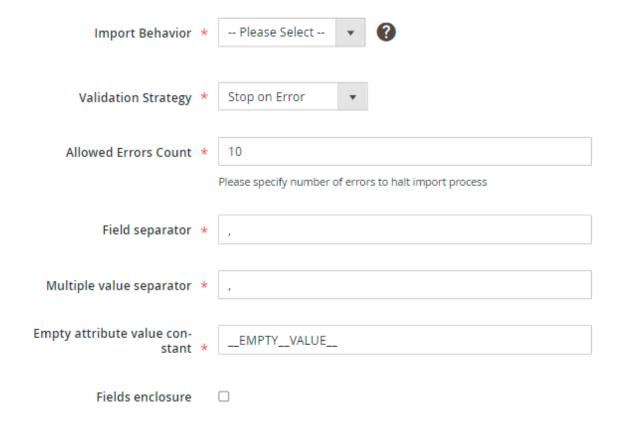
## **Questions and Categories Import**

With the extension, you can easily import questions and categories to fill your knowledge base with data. Hence, you can quickly transfer the FAQ and Product Questions extension for your Magento 1 store.

When you exported questions and categories you will have the two separate files.



#### Import Behavior



#### File to Import

Select File to Import	Choose File No file chosen
	File must be saved in UTF-8 encoding for proper import
Images File Directory	
	For Type "Local Server" use relative path to <magento directory="" root="">/var/import/images, e.g. product_images, import_images/batch1.</magento>
	For example, in case product_images, files should be placed into <magento directory="" root="">/var/import/images/product_images folder.</magento>
	If remote storage is enabled, in case product_images, files should be placed into <remote storage="">/var/import/images/product_images folder.</remote>

Please, go to **System** → **Import FAQ Categories** or **System** → **Import FAQ Question** (or **System** → **Import** and choose the **Entity Type**: *Amasty FAQ Categories* or *Amasty FAQ Questions*). Then, choose the import behavior:

- Add (add information to the existing FAQ database. During the import the existing IDs will be ignored and the new notes will be added);
- Add/Update (add information with new IDs to the existing FAQ database or update the ones with the same ID);



Delete (delete information from the database for notes with the identical IDs).

Then, choose **Validation Strategy** and in the **Select File to Import** option choose the file with the categories you need to import and hit the **Check Data** button.

The file for categories import should contain the following:

- category\_id
- title
- url key
- store codes valid store codes required for file validation
- status
- meta title
- meta description
- position
- question ids correct values required to assign questions to categories

The file for questions import should contain the following:

- question id
- question
- url key
- store\_codes valid store codes required for file validation
- short answer
- answer
- is\_show\_full\_answer 0 for displaying a short answer with a 'Read More' link and 1 for displaying the full answer (or its part if too large)
- status 0 for pending and 1 for answered
- visibility 0 for none, 1 for public, and 2 for logged in only
- position
- meta title
- · meta description
- name
- email
- category\_ids correct values required to assign questions to categories
- product skus correct values required to assign questions to products

For both cases you can download the **Sample files** below and unarchive them to learn more about the import structure and adjust your own CSV files:

- faq category import.csv.zip
- fag question import.csv.zip

#### **Export**

The extension supports questions and categories export using the default Magento functionality. Please, go to System → Export. Choose **Amasty FAQ Categories** or **Amasty FAQ Questions** from the **Entity Type** dropdown menu.



×

Then, in the **Entity Attributes** section, you can exclude certain fields from the resulting export file.

When done, hit the **Continue** button.

The extension if compatible with Amasty Magento 2 Cross Linking extension

## Google Invisible reCaptcha

Google invisible reCaptcha in included in the FAQ package. It protects your store from spam and fraud while letting real customers pass through easily. But anyway Captcha integration takes time and coding effort. To minimize your developer's work, we created an Invisible Captcha solution. Now it's enough just to fill some settings fields to secure your store.

- Manage your captcha settings in one place
- Make changes without digging into a website code
- Protect your store with the latest security option

Check how to configure it properly in this guide.

Find out how to install the FAQ & Product Questions extension via Composer.

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