

DISCOUNTS & COUPONS JOB AID

STEPS TO CREATE A DISCOUNT

1. Write Out Your Offer
2. Determine Offer Type
3. Determine Reward Type
4. Determine Qualifiers and Restrictions
5. Create Discount/Offer
6. Publish Discount

STEPS TO CREATE A COUPON

1. Create Discounts (Use previous steps)
2. Create Coupon
3. Publish Coupon