

# How do I handle special online discounts, coupons, and Promotion codes (Promos) like Groupon, Living Social, CertifiKids, etc, online?

Last Modified on 10/19/2020 11:05 am EDT

While coupons, promo codes, etc. cannot be automatically applied during online registration, you can utilize a few Jackrabbit features to get the job done!

## Add Coupons/Codes to Online Web Registration

Go to *Tools* menu > *Edit Settings* > *User-defined Fields*, label a Family **User-Defined field** as "Enter Coupon#". This will provide a text box on the **Registration Form** where the customer can enter the information.

The image shows a screenshot of a registration form with two main components. On the left is a 'User-defined Field Settings' panel, and on the right is the 'FAMILY INFORMATION' registration form. A yellow arrow points from the 'Enter Coupon #' field in the settings panel to the 'Enter Coupon #' field in the registration form. A yellow box highlights the 'Online Web Reg Form' label in the registration form.

User-defined Field Settings	
Family User-defined fields	Label
Family field1:	Enter Coupon #
Family field2:	
Family field3:	
Family field4:	
Family field5:	

**FAMILY INFORMATION**

Family Last Name\*  
Ager

WHERE DO YOU LIVE?  
Home Address\*  
2016 Hummingbird Crescent

City\* State\* Zip\*  
Huntersville NC 28078

Home or Primary Phone\*  
(704) 374-2415

ADDITIONAL INFO  
Enter Coupon #  
284011

Online Web Reg Form

## Post a Credit for the Promotion

Follow the procedures outlined in [Post a Credit - Groupon Credit Example](#) to apply the credit to the account.

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