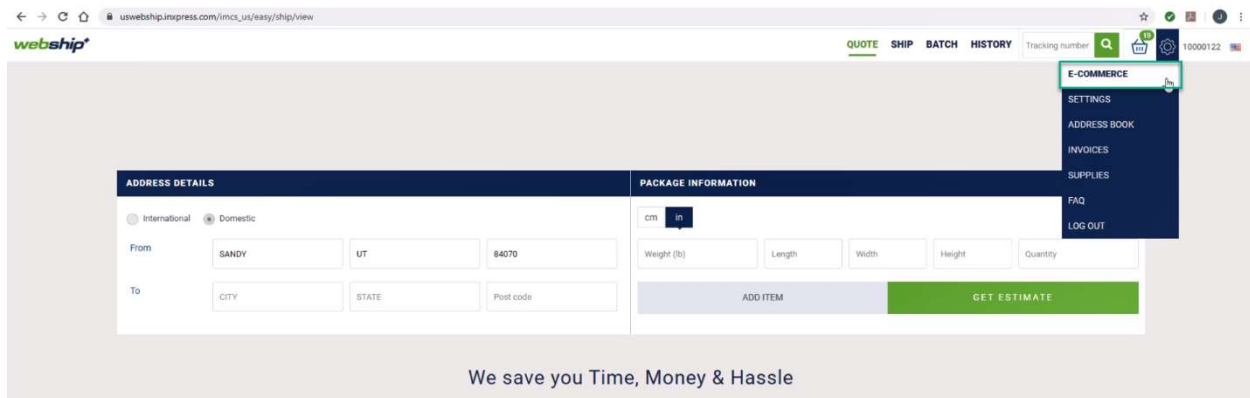


Webship+ Magento 2 Setup Guide

This guide provides the steps that will enable you to integrate your Magento 2 store with Webship+. Once your store is integrated new orders will import into Webship+ where you can fulfill them and create labels for shipping.

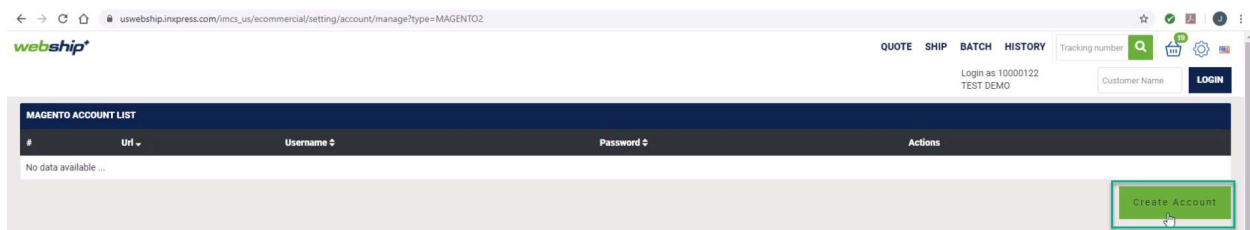
1. After you have logged into Webship+ go to the “gear” menu and click on E-Commerce.



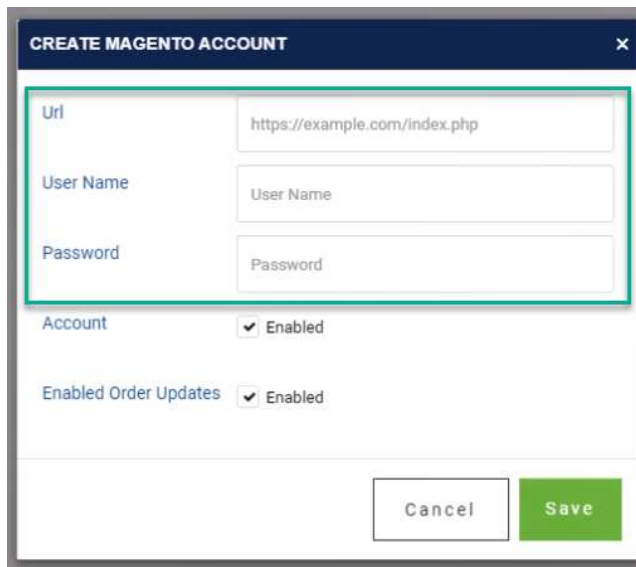
2. When the E-Commerce Setting screen opens, you'll see a list of e-commerce platforms that can be integrated with Webship+. Find Magento 2 in the list and click on View Accounts.



3. After the Magento 2 Account List opens, click on the Create Account button.



4. The Create Magento Account popup will appear. To add your Magento 2 account to Webship+ you will need your Magento 2 Site URL as well as a User Name and Password.



CREATE MAGENTO ACCOUNT

Url: https://example.com/index.php

User Name: User Name

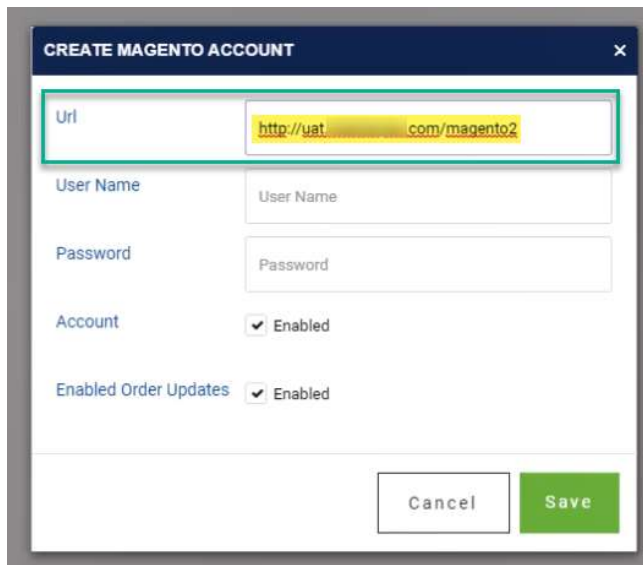
Password: Password

Account: ☒ Enabled

Enabled Order Updates: ☒ Enabled

Cancel Save

5. Start by adding your Magento 2 site URL. The URL should be for the location where the Magento 2 admin is hosted. For example if the URL shows "https://www.example.com/magento2/admin/...." then you would enter "https://www.example.com/magento2" in the URL field.



CREATE MAGENTO ACCOUNT

Url: http://uat. com/magento2

User Name: User Name

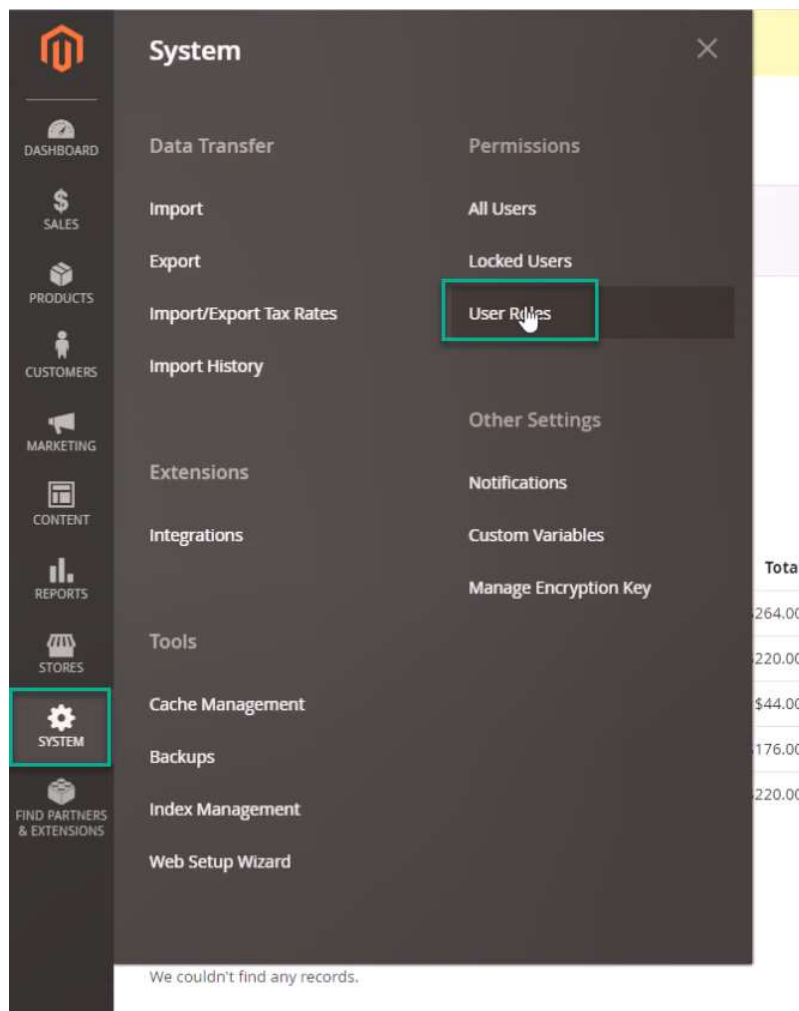
Password: Password

Account: ☒ Enabled

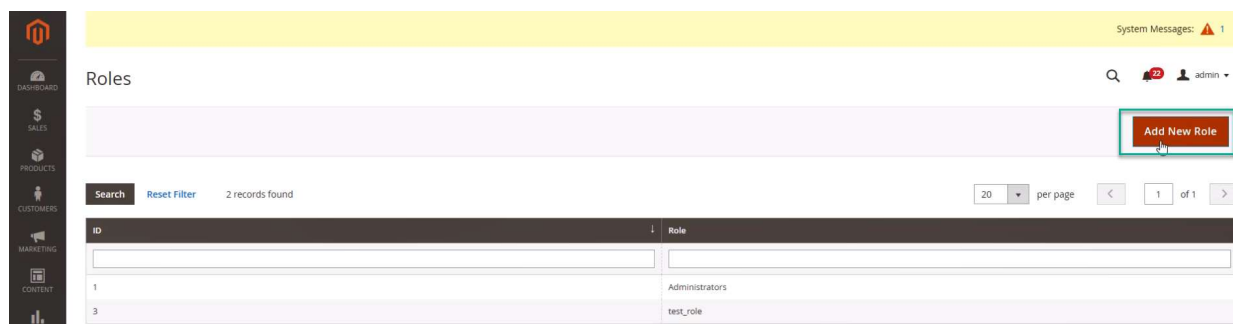
Enabled Order Updates: ☒ Enabled

Cancel Save

6. To get the Magento 2 User Name and Password you will need to log into your Magento 2 admin panel. Once logged into the Magento 2 admin panel start by making sure a Role is set up that will give the user the required resource access. Go to the System menu on the left side and then click on User Roles.



7. In the Roles screen, if a role already exists that provides the correct resource access then you can use it for the user. If not, then you'll need to click on the Add New Role button to add a new Role.



8. To add the new role you start by entering a Role Name and you also need to enter your Magento 2 admin password.

New Role

← Back

ROLE INFORMATION

Role Info

Role Resources

Role Information

Role Name * US_Magento_2

Current User Identity Verification

Your Password * *****

9. Next click on the Role Resources and select either “All” or “Custom” for the Resource Access. If Custom is selected ensure that you give the appropriate resource access required for fulfilling and shipping orders.

New Role

ROLE INFORMATION

Role Info

Role Resources

Roles Resources

Resource Access All

10. Once completed click on the Save Role button. You will now see the new role added in the Roles screen.

New Role

System Messages: 1

← Back Reset Save Role

ROLE INFORMATION

Role Info

Role Resources

Role Information

Role Name * US_Magento_2

Current User Identity Verification

Your Password * *****

Roles

Search  22  admin[Add New Role](#)

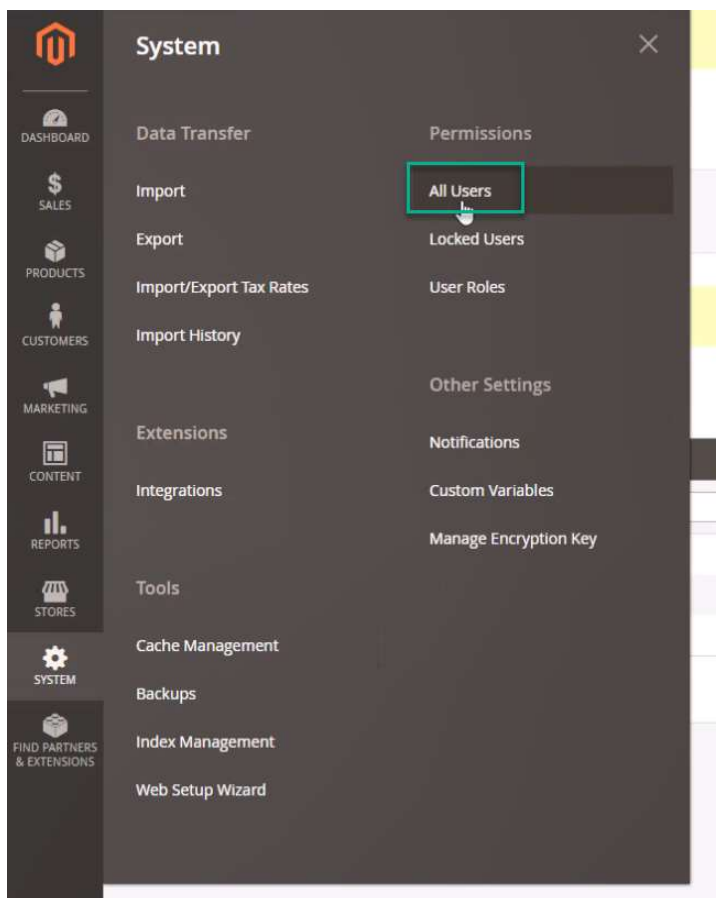
✓ You saved the role.

Search [Reset Filter](#) 3 records found

20 per page < 1 of 1 >

ID	Role
1	Administrators
3	test_role
14	US_Magento_2

11. Next a user needs to be set up. Go to the System menu, then click on All Users.



12. In the Users screen click on the Add New User button.

System Messages: 1

Users

Search Reset Filter 5 records found

20 per page 1 of 1

ID	User Name	First Name	Last Name	Email	Status
1	admin	admin	admin		Active

Add New User

13. In the New User screen the following needs to be entered for the User Info.

- User Name
- First Name
- Last Name
- Email
- Password – You can enter what you want the user's password to be.
- Password Confirmation – Make sure to enter the password exactly as you typed it the first time.
- Interface Locale – Change based on the country your site is located.
- Leave the account as Active.
- Your Password – this is your admin password for the admin panel.

NEW USER

← Back

USER INFORMATION

User Info

User Role

Account Information

User Name * US_Magento_2

First Name * US

Last Name * Magento

Email * test@test.com

Password * *****

Password Confirmation * *****

Interface Locale English (United States) / English (United States)

This account is Active

Current User Identity Verification

Your Password * *****

14. Next click on the User Role and select the role that you will use to give this user the require resource access.

New User

USER INFORMATION

User Info

User Role

Search [Reset Filter](#) 3 records found

Assigned	Role
Any	
<input type="radio"/>	Administrators
<input type="radio"/>	test_role
<input checked="" type="radio"/>	US_Magento_2

15. Once completed click on the Save User button. You will now see the new role added in the Users screen.

New User

System Messages: 1

[← Back](#) [Reset](#) [Save User](#)

USER INFORMATION

User Info

User Role

Account Information

User Name * US_Magento_2

First Name * US

Last Name * Magento

Email * test@test.com

Password * *****

Password Confirmation * *****

Interface Locale English (United States) / English (United States)

This account is Active

Current User Identity Verification

Your Password * *****

Users

[Add New User](#)

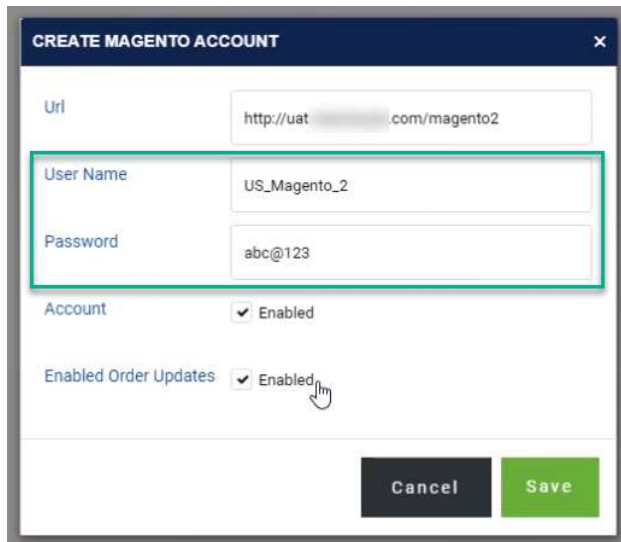
✓ You saved the user.

Search [Reset Filter](#) 6 records found

20 per page 1 of 1

ID	User Name	First Name	Last Name	Email	Status
1					Active
3					Active
5					Active
4					Active
6	US_Magento_2	US	Magento	test@test.com	Active
2	wuser			abc@123.com	Active

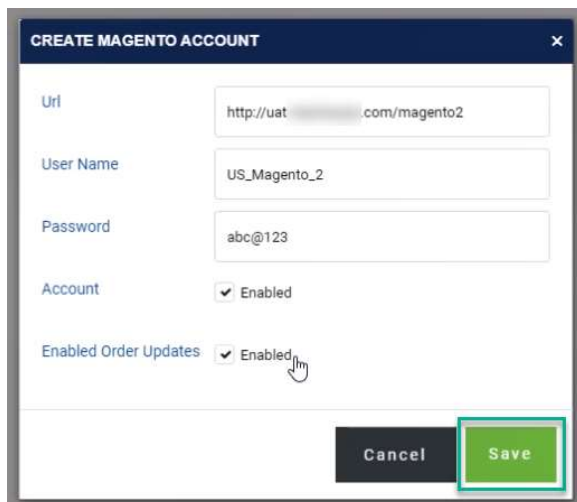
16. Now go back to Webship+ and in the Create Magento Account popup enter in the appropriate fields the User Name and Password that you just created in the Magento 2 admin panel.



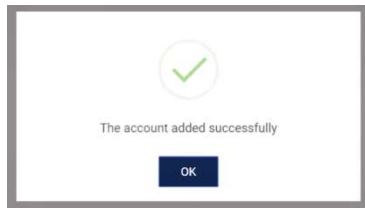
17. By default, the Account and Enabled Order Updates are checked, but you may uncheck them if you want to disable the account or order updates.



18. Once you have everything filled out click on the Save button.



19. If the integration is successful, you'll get a message saying that the account has been added successfully. You can now see the account in the Magento 2 Account List.



uswebship.inxpress.com/imcs_us/eccomercial/setting/account/manage?Type=MAGENTO2

webship+ QUOTE SHIP BATCH HISTORY Tracking number Login as 10000122 TEST DEMO Customer Name LOGIN

#	Url	Username	Password	Actions
1	http://uat.mavina-jsc.com/magento2	US_Magento_2	abc@123	

Create Account

20. Now when new orders are created in your Magento 2 store, they will import into Webship+ where you can find them in the Batch screen.

#000000023

← Back Send Email Credit Memo Hold Ship Reorder

ORDER VIEW

- Information
- Invoices
- Credit Memos
- Shipments
- Comments History

Order & Account Information

Order # 000000023 (The order confirmation email is not sent)

Order Date	Mar 4, 2020 2:43:51 PM
Order Status	Processing
Purchased From	Main Website Store Default Store View

Account Information

Customer Name	
Email	
Customer Group	General

Address Information

Billing Address Edit	Shipping Address Edit
--------------------------------------	---------------------------------------

Payment & Shipping Method

<p>Payment Information</p> <p>Check / Money order</p> <p>The order was placed using USD.</p>	<p>Shipping & Handling Information</p> <p>Flat Rate - Fixed \$5.00</p>
--	--

Items Ordered

Product	Item Status	Original Price	Price	Qty	Subtotal	Tax Amount	Tax Percent	Discount Amount	Row Total
Prod2	Invoiced	\$44.00	\$44.00	Ordered 1 Invoiced 1	\$44.00	\$0.00	0%	\$0.00	\$44.00

uswebship.inxpress.com/imcs_us/batch/shipment

webship⁺

QUOTE SHIP **BATCH** HISTORY Tracking number

Login as 10000122
TEST DEMO

Customer Name LOGIN

Destination Country Source Carrier Service Import Reference SKU Code Status Domestic or Intl From To FILTER SAVE FILTER

Search

CONSOLIDATE (SINGLE PIECE) UNCONSOLIDATE CREATE ORDER

BATCH: Show 10 entries Processing: 24 Success: 0 Error: 1 25 Items 0 Selected Selected cost 0.00

Date	Order Ref	Source	Receiver Name	Carrier	Service	Packaging	SKU	Dimensions	Insured Value	Insured	Yes	Description	Shipment Cost	Status
<input type="checkbox"/>	03/04/2020 00:45:30	000000023	MAGENTO2					0.00 x 0.00 x 0.00 cm ▲ 33.00kg	USD 0.00	No	Yes	Prod2 Prod2 x 1	0.00	● -
<input type="checkbox"/>	03/04/2020 00:45:28	000000021	MAGENTO2					0.00 x 0.00 x 0.00 cm ▲ 165.00kg	USD 0.00	No	Yes	Prod2 Prod2 x 5	0.00	● -
<input type="checkbox"/>	03/04/2020 00:45:27	000000018	MAGENTO2					0.00 x 0.00 x 0.00 cm ▲ 165.00kg	USD 0.00	No	No	Prod2 Prod2 x 5	0.00	● -
<input type="checkbox"/>	03/04/2020 00:45:25	000000017	MAGENTO2					0.00 x 0.00 x 0.00 cm ▲ 66.00kg	USD 0.00	No	No	Prod2 Prod2 x 2	0.00	● -
<input type="checkbox"/>	03/04/2020 00:45:24	000000014	MAGENTO2					0.00 x 0.00 x 0.00 cm ▲ 66.00kg	USD 0.00	No	Yes	Prod2 Prod2 x 2	0.00	● -

UPLOADS AND QUICK FILTERS

EDIT SELECTED ITEMS

21. You are now ready to proceed with fulfilling the order and generate a shipping label to ship it.