

# DHL Discounted Shipping by InXpress



WooCommerce Extension User Guide

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## How to Install

### **Step 1: Download “DHL Discounted Shipping by InXpress”**

Download the latest package for DHL Shipping, from WooCommerce Extensions Market.

### **Step 2: Settings before Installation**

First of all it is compulsory that the WooCommerce plugin is installed on the wordpress site where you are going to install this extension.

After that you have to do a bit of settings in the Admin section before the installation of this extension. Most merchants have already done these settings, but if you haven't, please do so now, as they are important for the module installation and activation.

1. Login to wp-admin panel. After that Go to **Admin → Edit My Profile** or **Users → Your Profile**

Here you will have to fill in “First Name”, “Last Name” and “Email” and update your profile. This is because without these details of admin this extension will not work.

**Name**

Username  Username cannot be changed.

First Name

Last Name

Nickname *(required)*

Display name publicly as

**Contact Info**

E-mail *(required)*

Website

**About Yourself**

2. Now go to WooCommerce → System Status.

In this page at the top you'll see "Tools" tab, click on "Tools". A new page will open, now there you'll see an option for "Shipping Debug Mode", check the checkbox after this setting (before "Enabled") and click "Save Changes" button. See screenshot below for this page:

Wordpress 6 2 + New

- Dashboard
- Posts
- Media
- Links
- Pages
- Comments 2
- WooCommerce**
- Orders
- Coupons
- Reports
- Settings
- System Status
- Add-ons
- Products
- Appearance
- Plugins 4
- Users
- Tools
- Settings

Expired Transients  *This tool will clear ALL expired transients from WordPress.*

Term counts  *This tool will recount product terms - useful when changing your settings in a way which hides products from the c*

Capabilities  *This tool will reset the admin, customer and shop\_manager roles to default. Use this if your users cannot access a admin pages.*

Customer Sessions  **Warning:** *This tool will delete all customer session data from the database, including any current live carts.*

Install WooCommerce Pages  **Note:** *This tool will install all the missing WooCommerce pages. Pages already defined and set up will not be replaced.*

Delete all WooCommerce tax rates  **Note:** *This option will delete ALL of your tax rates, use with caution.*

Shipping Debug Mode  Enabled  
*This tool will disable shipping rate caching.*

Template Debug Mode  Enabled  
*This tool will disable template overrides for logged-in administrators for debugging purposes.*

Remove post types on uninstall  Enabled  
*This tool will delete all product and order post data when uninstalling via Plugins > Delete.*

## Step 3: Installing “DHL Discounted Shipping by InXpress”

Unzip the package “InXpress-WooCommerce”. There you can see:

1. InXpress\_Shipping.zip

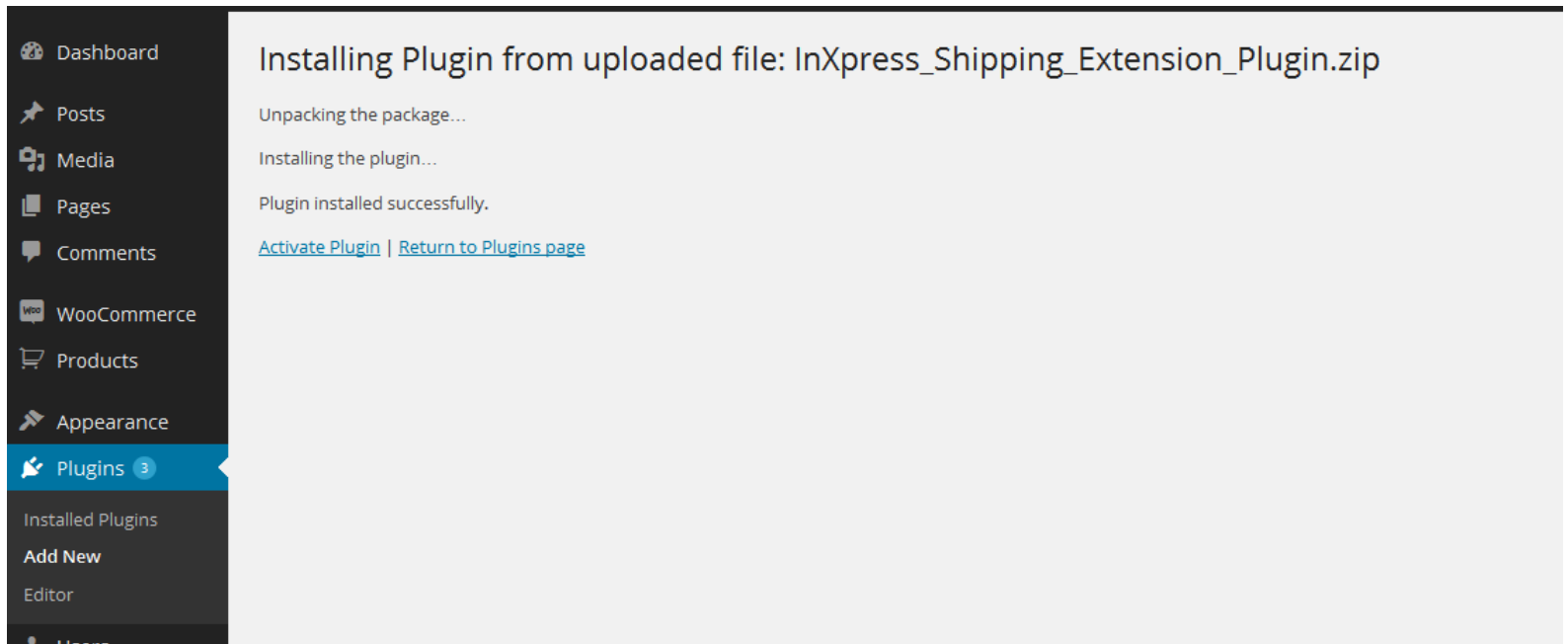
Now go through admin panel and install the extension by following the below steps:

**Step 1** - Go to admin panel (wp-admin).

**Step 2** – Go to “Plugins” → ”Add New” → ”Upload” → ”Browse”. (Select InXpress\_Shipping.zip from the Inxpress WooCommerce package on your computer)

**Step 3** - Then Click on “Install” button to start the installation. When installation is complete you will get a message for activating the plugin.

**Step 4** - Here you can see 2 links one for “Activate Plugin” and one for “Return Plugin Page”. Now please click “Activate Plugin” link to activate this extension. See screenshot below:



After clicking “Activate Plugin” link you will see a success message as shown in below screenshot:

Dashboard

Posts

Media

Pages

Comments

WooCommerce

Products

Appearance

**Plugins** 3

Installed Plugins

Add New

Editor


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## Plugins Add New

Plugin activated.

All (8) | Active (5) | Inactive (3) | Recently Active (1) | Update Available (3)

Bulk Actions

Plugin	Description
<input type="checkbox"/> Akismet <a href="#">Activate</a>   <a href="#">Edit</a>   <a href="#">Delete</a>	<p>Used by millions, Akismet is quite possibly the best way in the world to <b>protect your blog</b> from spam. It keeps your site protected from spam even while you sleep. To get started: 1) Click on the <b>Activate</b> button, 2) <a href="#">Sign up for an Akismet API key</a>, and 3) Go to your Akismet configuration page.</p> <p>Version 3.0.0   By Automattic   <a href="#">Visit plugin site</a></p> <p> There is a new version of Akismet available. <a href="#">View version 3.0.1 details</a> or <a href="#">update now</a>.</p>
<input type="checkbox"/> Hello Dolly <a href="#">Activate</a>   <a href="#">Edit</a>   <a href="#">Delete</a>	<p>This is not just a plugin, it symbolizes the hope and enthusiasm of an entire generation stretching to forward. It was famously by Louis Armstrong: Hello, Dolly. When activated you will randomly see a lyric from "Hello Dolly" at the top of your admin screen on every page.</p> <p>Version 1.6   By <a href="#">Matt Mullenweg</a>   <a href="#">Visit plugin site</a></p>



## General Settings

In the Admin Panel go to “WooCommerce →Settings”

Then in the top tabs bar, click on the “Shipping”, you will see the shipping extension “InXpress” under this top tabs bar. Click on “InXpress”, when you will click on this link the extension configuration page will open as shown in the below image.

Initially you can see that the shipping method is disabled and the Account number and InXpress Account number field is empty.

Dashboard | Posts | Media | Pages | Comments | **WooCommerce** | Orders | Coupons | Reports | Settings | System Status | Add-ons | Products | Appearance | Plugins 3 | Users | Tools | Settings | All Import | Collapse menu

General | Products | Tax | Checkout | **Shipping** | Accounts | Emails

[Shipping Options](#) | [InXpress](#) | [Flat Rate](#) | [Free Shipping](#) | [International Delivery](#) | [Local Delivery](#) | [Local Pickup](#)

### InXpress

Using InXpress Shipping method

**Enable/Disable**  Enable this shipping method

**Title**   
*This controls the title which the user sees during checkout.*

**Account Number**   
*This controls the account number of the admin user.*

**InXpress Account Number**   
*This controls the account number of the admin user.*

**Calculate Handling Fee**

**Handling Applied**

**Handling Fee**

**Ship to Applicable Countries**

After Successful installation you will soon receive an email from InXpress with an attached account application form for your DHL account. Complete the application and return it to InXpress. You'll need a credit card to secure the DHL account.

After submitting the application, within 3 business days you will receive your DHL Account and the Extension will automatically activate. Then in the InXpress configuration section the InXpress Shipping will be enabled and will show the Account Number. See screenshot below:

Dashboard | Posts | Media | Pages | Comments | **WooCommerce** | Orders | Coupons | Reports | Settings | System Status | Add-ons | Products | Appearance | Plugins 2 | Users | Tools | Settings | Collapse menu

General | Products | Tax | Checkout | **Shipping** | Accounts | Emails

[Shipping Options](#) | [Flat Rate](#) | [Free Shipping](#) | [International Delivery](#) | [Local Delivery](#) | [Local Pickup](#) | **InXpress**

### InXpress

Using InXpress Shipping method

**Enable/Disable**  Enable this shipping method

**Title**   
*This controls the title which the user sees during checkout.*

**Account Number**   
*This controls the account number of the admin user.*

**InXpress Account Number**   
*This controls the account number of the admin user.*

**Calculate Handling Fee**  ▾

**Handling Applied**  ▾

**Handling Fee**

**Ship to Applicable Countries**

## Dimensional Weight

### What is “Dimensional” Weight?

The dimensional weight (Dim Weight) or volumetric weight of a shipment is a calculation that reflects the density of a package. The dimensional weight is calculated and compared with the actual weight of the shipment to ascertain which is greater; the higher weight is used to calculate the shipment cost.

For calculating Dim Weight of a product you need to give the Length, Width and Height of product. For this you can open the section [Products](#) → [Manage Dimensional Weight](#). See screenshot below:

Dashboard

Posts

Media

Pages

Comments

WooCommerce

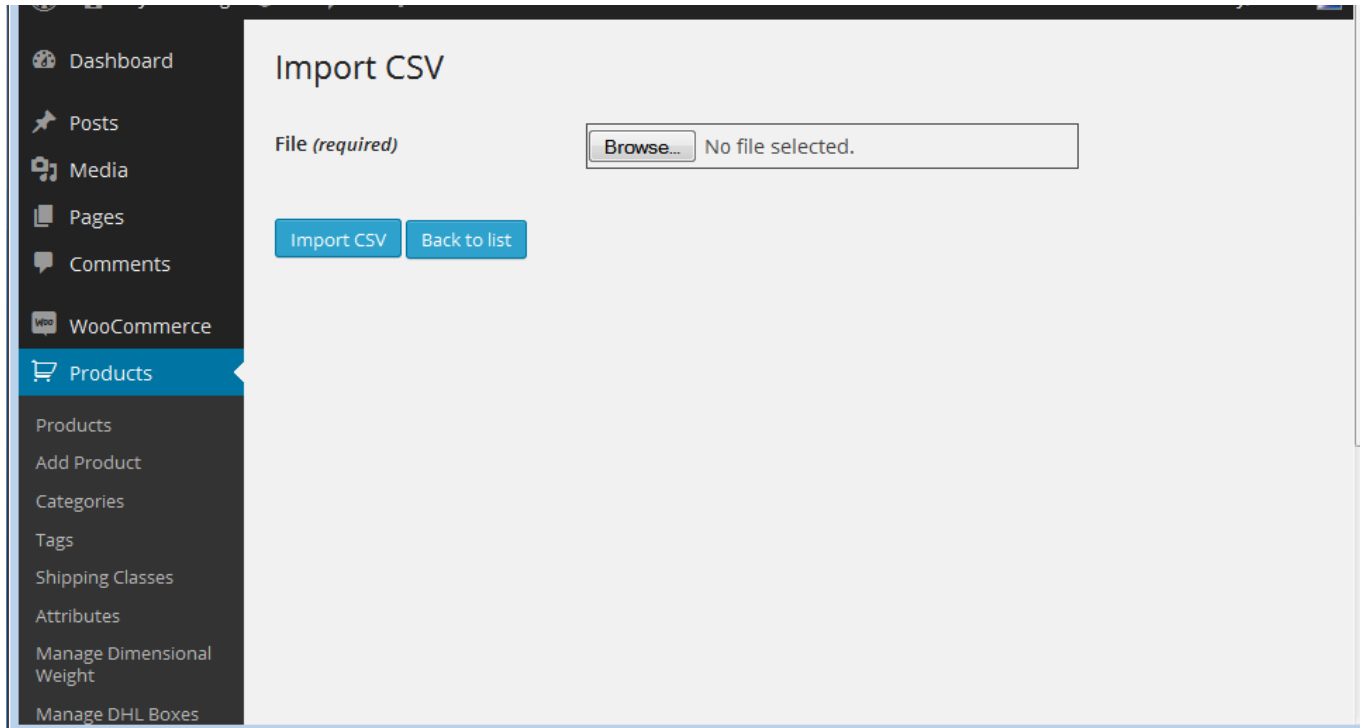
**Products**

- Products
- Add Product
- Categories
- Tags
- Shipping Classes
- Attributes
- Manage Dimensional Weight**
- Manage DHL Boxes

## Manage Dimensional Weight [Import CSV](#)

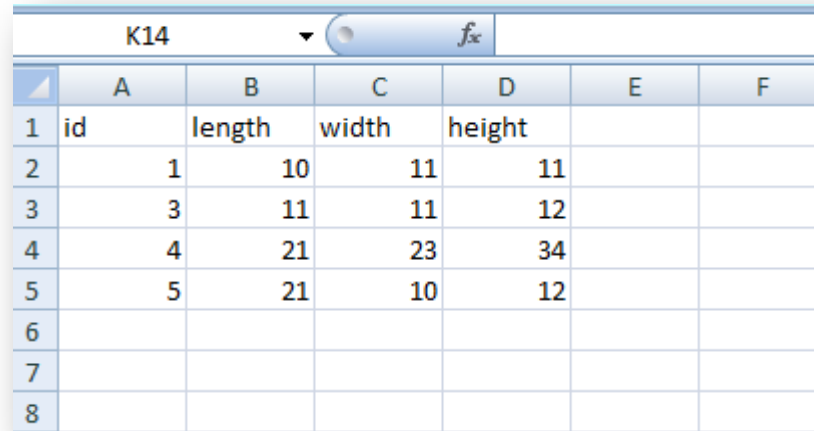
ID	Product ID	Product Name	Length	Width	Height	Dim Weight	Variable
1	83	<a href="#">Woo Album #4</a> <a href="#">Edit</a>   <a href="#">Delete</a>	38.40	6.90	6.90	150.00	
3	74	<a href="#">Ship Your Idea</a>	38.40	6.90	6.90	14.00	2
5	82	<a href="#">Woo Single #1</a>	15.00	9.40	1.00	2.00	3
6	67	<a href="#">Happy Ninja</a>	38.40	6.90	6.90	14.00	5
7	65	<a href="#">Ninja Silhouette</a>	11.90	14.80	1.00	2.00	5

Here you can import csv, which will contain 4 columns “id, length, width, height”. Click on “Import CSV” button showing at the top. When you click this “Import CSV” button, a new page will open as shown below:



Here you can browse your CSV file and upload.

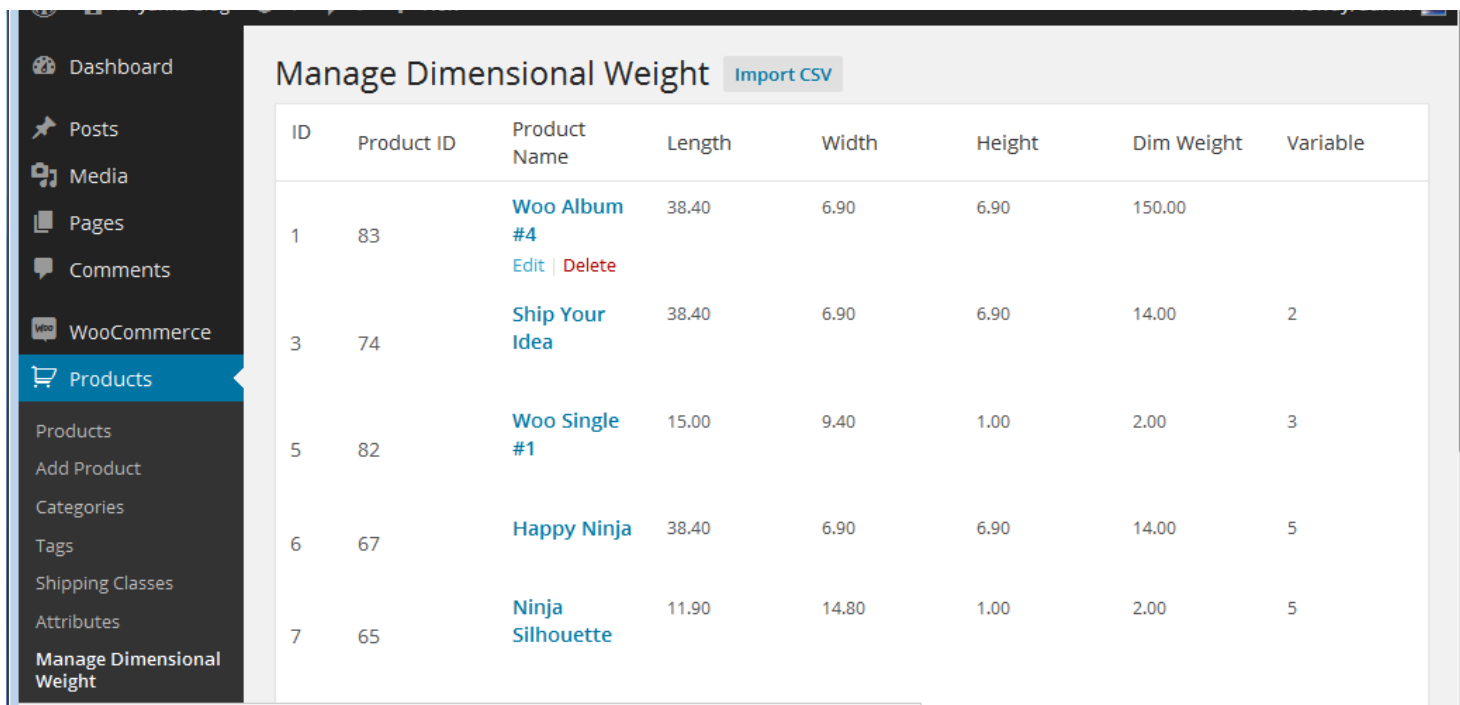
Your CSV file should look like as shown in the image below. If you have left(omitted) dimension in any of the row then it will not be accepted. Only those rows are valid where all the fields are filled.



	A	B	C	D	E	F
1	id	length	width	height		
2	1	10	11	11		
3	3	11	11	12		
4	4	21	23	34		
5	5	21	10	12		
6						
7						
8						



Once you will import the CSV, the dimensions will be saved in the database. You can also edit the dimension of a product by clicking the particular row in the “**Manage Dimensional Weight**” grid. See screenshot below:



ID	Product ID	Product Name	Length	Width	Height	Dim Weight	Variable
1	83	Woo Album #4 <a href="#">Edit</a>   <a href="#">Delete</a>	38.40	6.90	6.90	150.00	
3	74	Ship Your Idea	38.40	6.90	6.90	14.00	2
5	82	Woo Single #1	15.00	9.40	1.00	2.00	3
6	67	Happy Ninja	38.40	6.90	6.90	14.00	5
7	65	Ninja Silhouette	11.90	14.80	1.00	2.00	5

On clicking edit page will open where you can edit the dimensions, or you can also select from the available box sizes. The edit page will look like below:

**Edit Dimensional Weight**

Variant	Length	Width	Height	Dim Weight	Variable	
Ship Your Idea	<input type="text" value="38.40"/>	<input type="text" value="6.90"/>	<input type="text" value="6.90"/>	<input type="text" value="14.00"/>	<input type="text" value="2"/>	<a href="#">Update</a> <a href="#">Back to List</a>

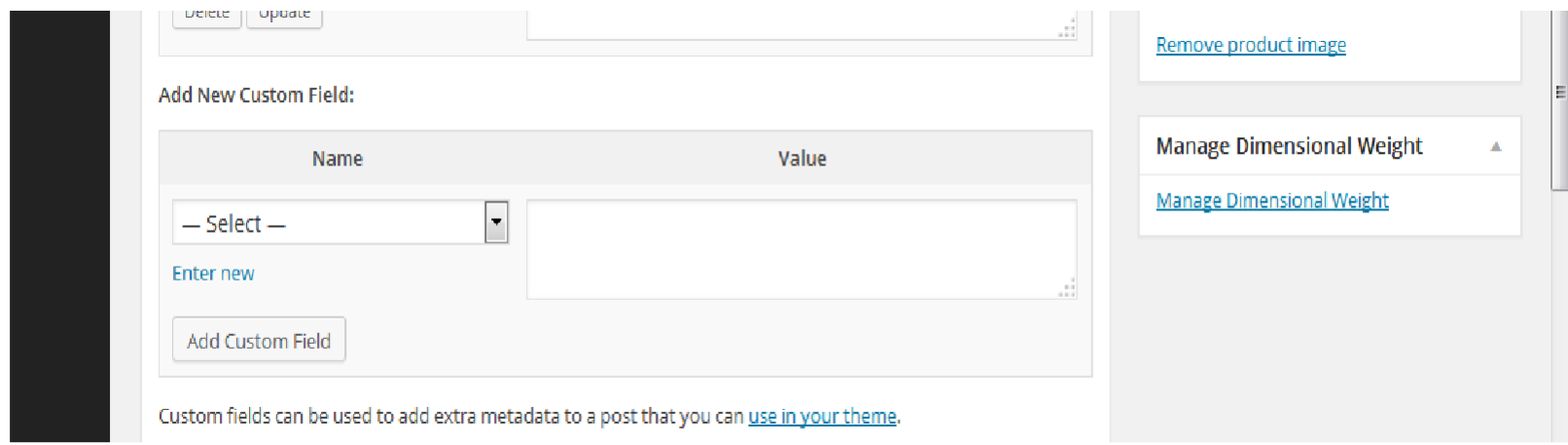
Supplies	Length	Width	Height	Action
Express Envelope	12.60	9.40	1.00	<a href="#">Select</a>
Express Legal Envelope	15.00	9.40	1.00	<a href="#">Select</a>
Small Padded Pouch	9.80	12.00	1.00	<a href="#">Select</a>
Large Padded Pouch	11.90	14.80	1.00	<a href="#">Select</a>
Standard Flyer (Small Express Pack)	11.80	15.70	1.00	<a href="#">Select</a>
Large Flyer (Large)	15.00	18.70	1.00	<a href="#">Select</a>

In the above image you can see that there is a field called “Variable”. In this field you can enter values like 2 or 4 etc, this value will be used in that case e.g. if somebody orders a skateboard that will fit into a 12 x 10 x 13 box if they order two skateboards they could put both skateboards in that same box. So rather than willing to dimensional weight items which would be double shipping cost would this scenario only be like shipping one box so the shipping cost would be less.

So with this you can decide that for how many quantity of a single product will fit into a single box, so that the shipping cost will be low for the customer.

You can also Add/Edit product dimensions from the product view page.

Go to “**Products** → **Products**” and edit the product for which you want to Add/Edit the dimensions. You will find the “Manage Dimensional weight” box at the right side of the Edit product page. See screenshot below:



On clicking the “Manage Dimensional Weight” link, you will be redirected where you can Add/Edit dim weight for that product. As shown below:

- [Dashboard](#)
- [Posts](#)
- [Media](#)
- [Pages](#)
- [Comments](#)
- [WooCommerce](#)
- [Products](#)
- [Products](#)
- [Add Product](#)
- [Categories](#)
- [Tags](#)
- [Shipping Classes](#)
- [Attributes](#)
- [Manage Dimensional Weight](#)

## Add Dimensional Weight

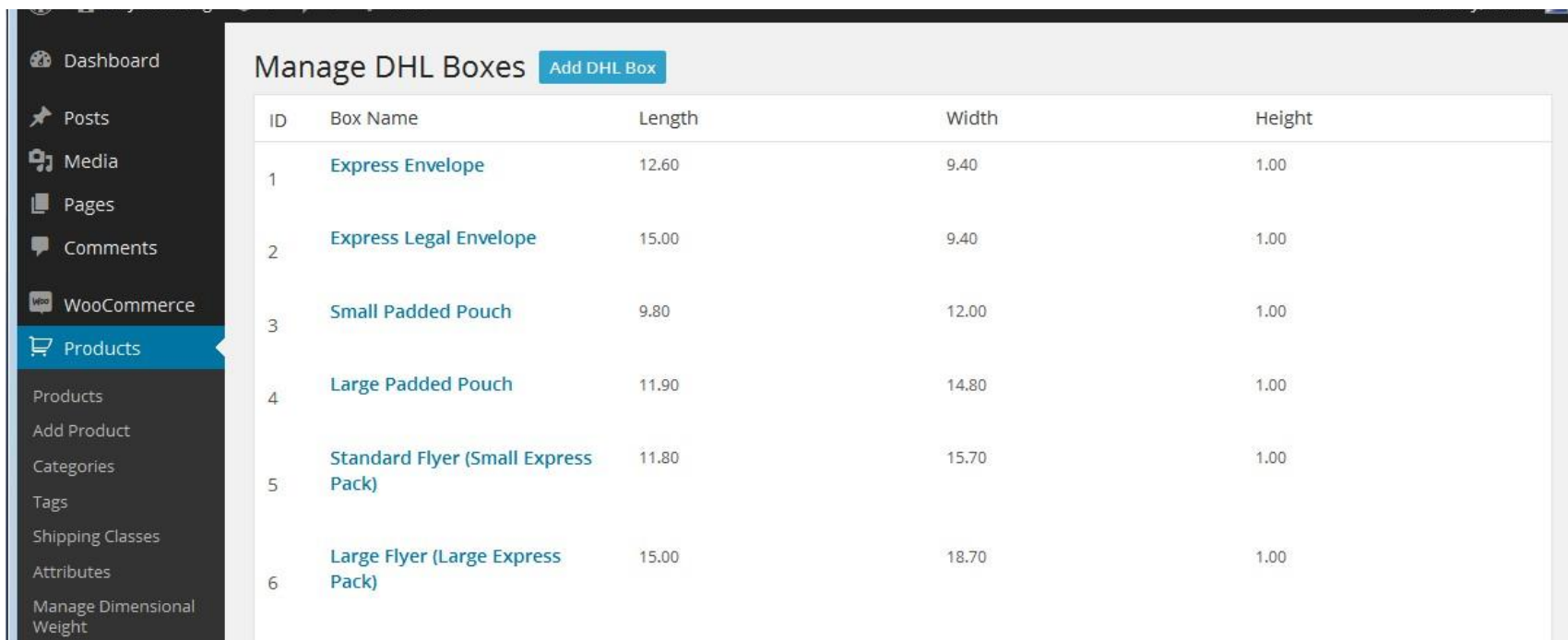
Variant	Length	Width	Height	Dim Weight	Variable	
Auto Draft	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/> <input type="button" value="Back to List"/>

---

Supplies	Length	Width	Height	Action
Express Envelope	12.60	9.40	1.00	<input type="button" value="Select"/>
Express Legal Envelope	15.00	9.40	1.00	<input type="button" value="Select"/>
Small Padded Pouch	9.80	12.00	1.00	<input type="button" value="Select"/>
Large Padded Pouch	11.90	14.80	1.00	<input type="button" value="Select"/>
Standard Flyer (Small Express Pack)	11.80	15.70	1.00	<input type="button" value="Select"/>

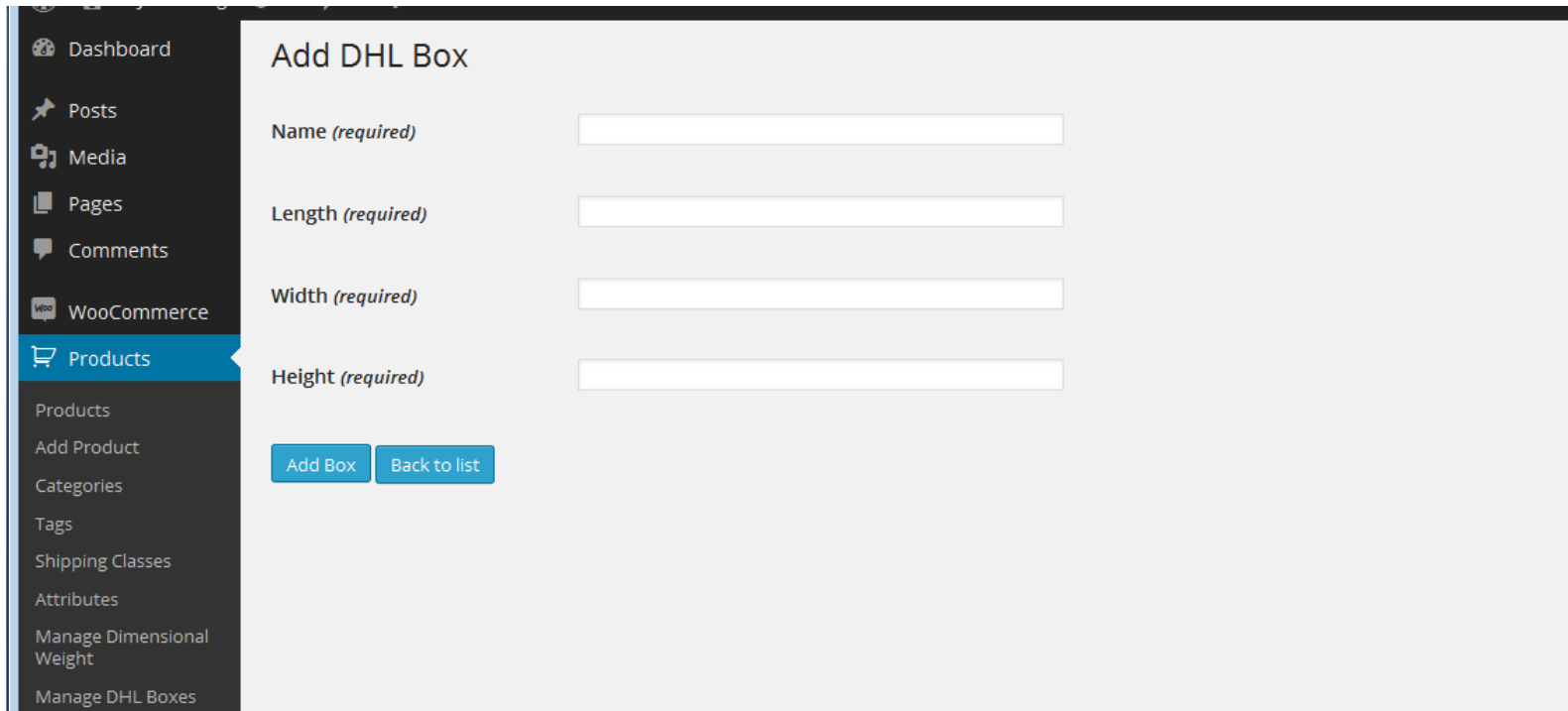
You can also add a new box size or can update the available box sizes.

For this go to “**Products** → **Manage DHL Boxes**”. If you want to add a new box size then click on “Add DHL Box”, or if you want to edit the available box sizes, then click on that particular row on edit link. See screenshot below:



ID	Box Name	Length	Width	Height
1	Express Envelope	12.60	9.40	1.00
2	Express Legal Envelope	15.00	9.40	1.00
3	Small Padded Pouch	9.80	12.00	1.00
4	Large Padded Pouch	11.90	14.80	1.00
5	Standard Flyer (Small Express Pack)	11.80	15.70	1.00
6	Large Flyer (Large Express Pack)	15.00	18.70	1.00

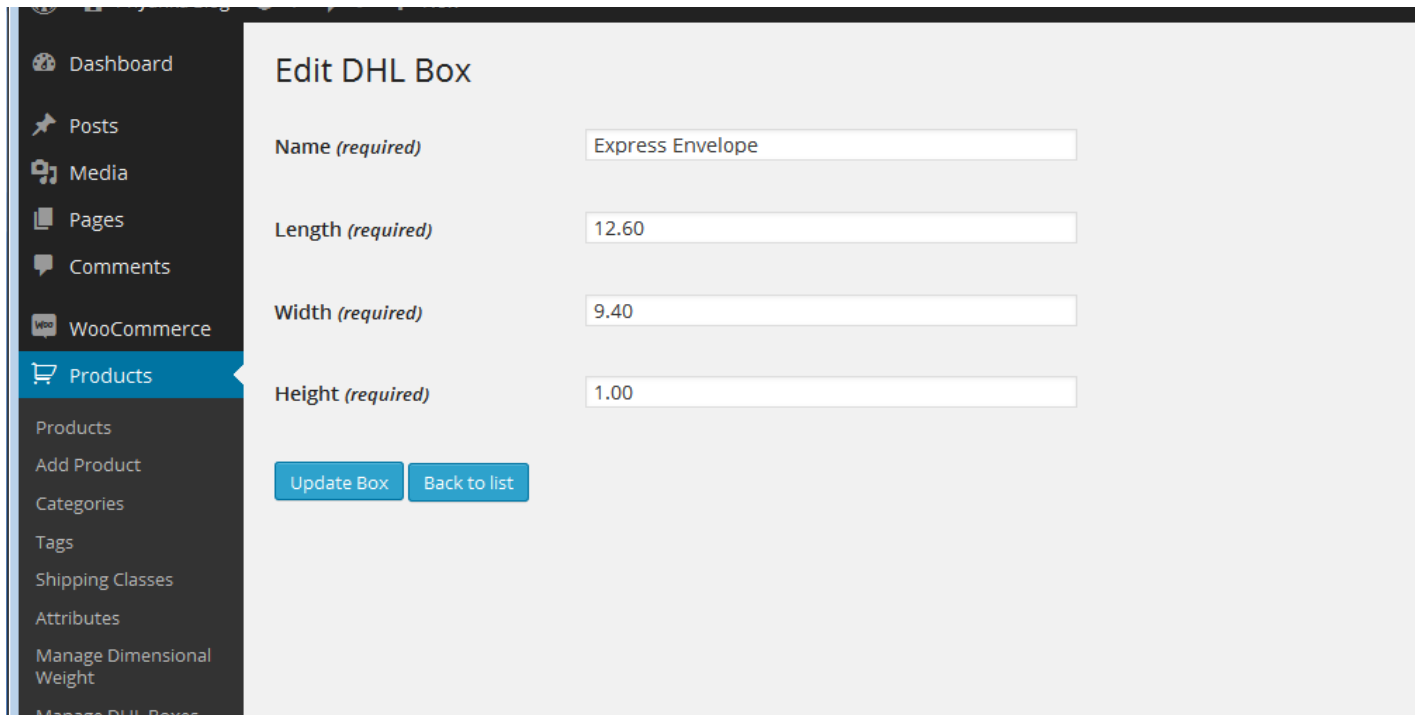
If you click “Add DHL Box” then you will see a new page adding the detail for this new DHL box.



The screenshot shows the 'Add DHL Box' form in the WooCommerce admin interface. The left sidebar contains a navigation menu with the following items: Dashboard, Posts, Media, Pages, Comments, WooCommerce, Products (highlighted), Products, Add Product, Categories, Tags, Shipping Classes, Attributes, Manage Dimensional Weight, and Manage DHL Boxes. The main content area is titled 'Add DHL Box' and contains four required text input fields: 'Name (required)', 'Length (required)', 'Width (required)', and 'Height (required)'. Below the input fields are two buttons: 'Add Box' and 'Back to list'.

Here you have to fill all the fields and then save the Box size. Once you save the box size then this size will be available to you while adding dimensions to the products.

If you click “Edit” link for any box, then you will see following page:

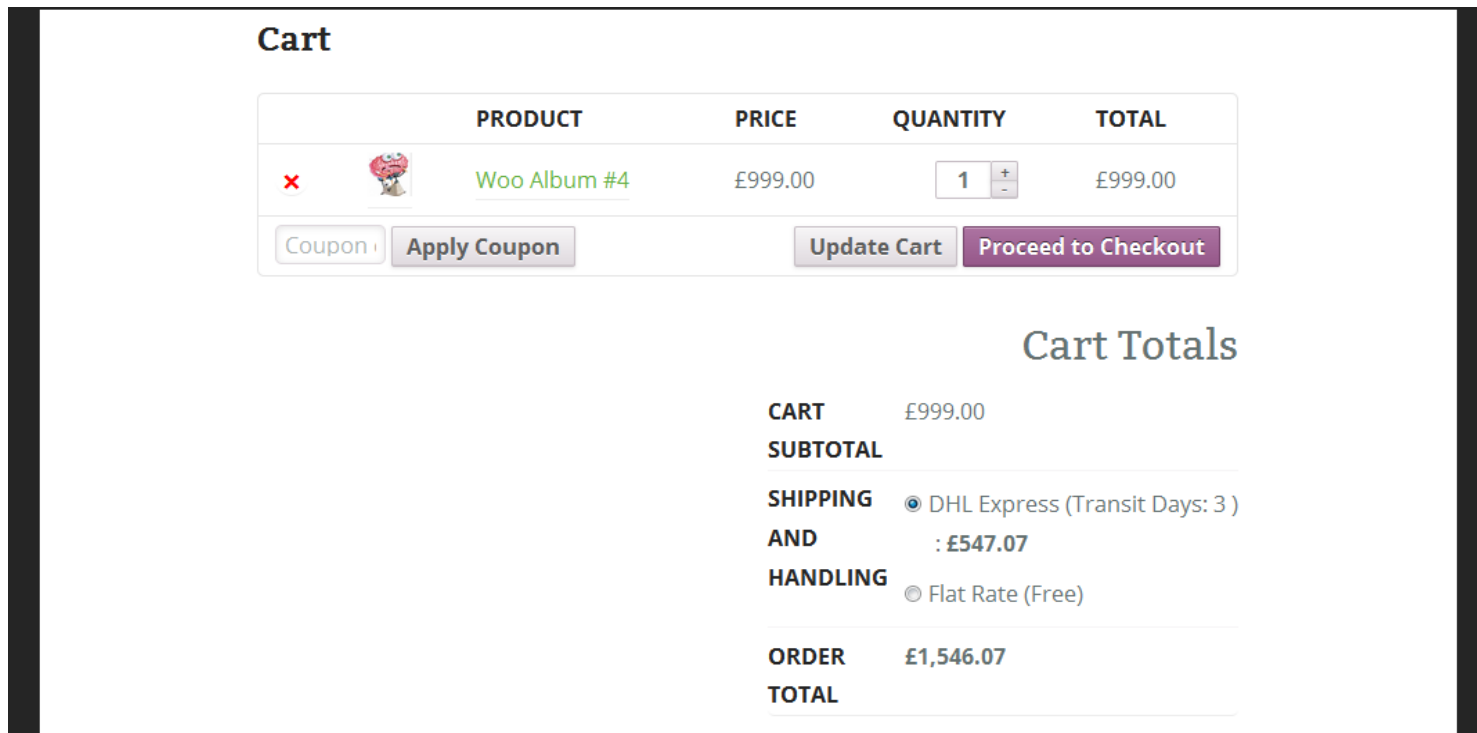


Now click on “Update Box” and the details will be updated for this box.



## Frontend

Once your shipping extension is activated it will be displayed on the frontend inside shipping section in the cart page and checkout page.

On cart page it will look like below:



The screenshot displays the WooCommerce Cart interface. At the top, the word "Cart" is centered. Below it is a table with the following columns: PRODUCT, PRICE, QUANTITY, and TOTAL. A single product is listed: "Woo Album #4" with a price of £999.00 and a quantity of 1. Below the table are buttons for "Coupon", "Apply Coupon", "Update Cart", and "Proceed to Checkout". To the right of the table, the "Cart Totals" section is visible, showing the following breakdown:

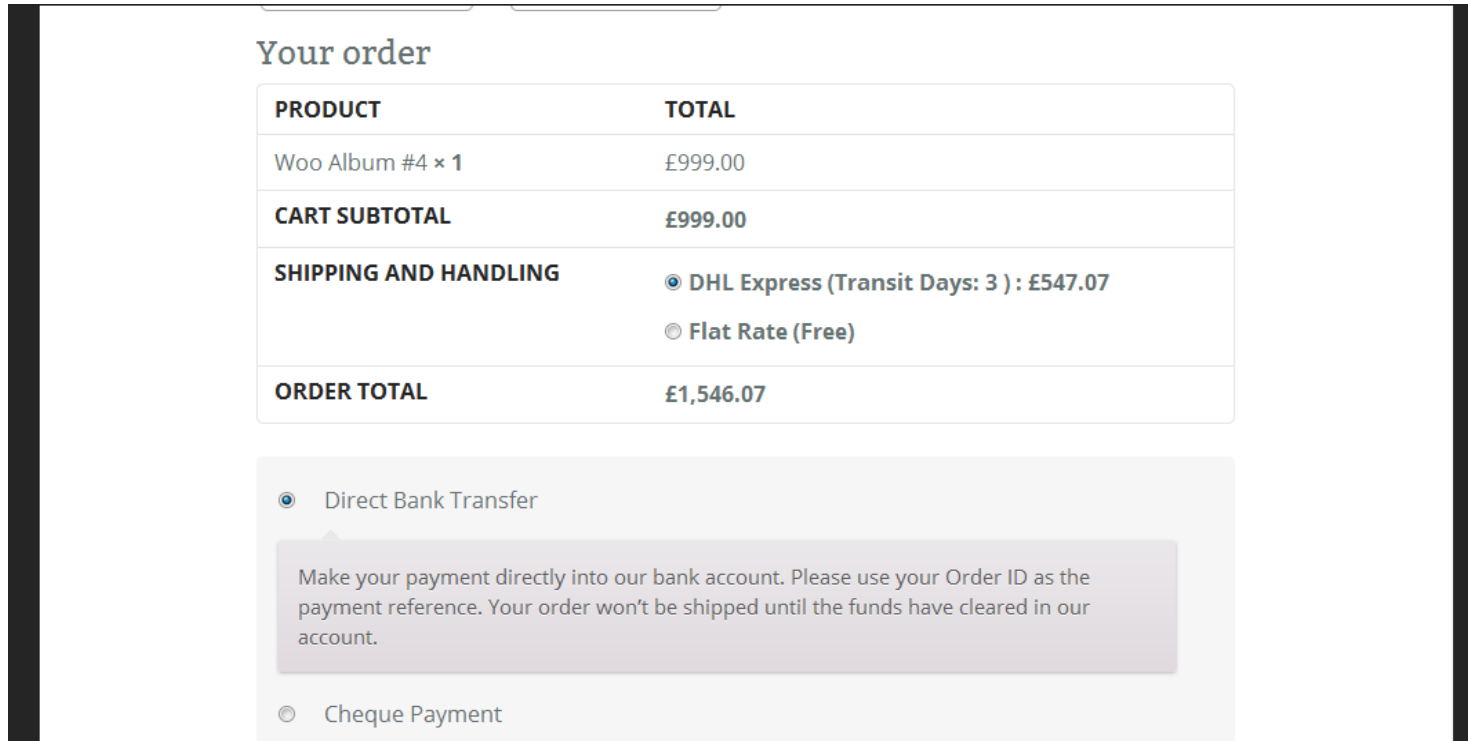
PRODUCT	PRICE	QUANTITY	TOTAL
  Woo Album #4	£999.00	1	£999.00

**Cart Totals**

<b>CART</b>	£999.00
<b>SUBTOTAL</b>	
<b>SHIPPING AND HANDLING</b>	<input checked="" type="radio"/> DHL Express (Transit Days: 3 ) : £547.07
	<input type="radio"/> Flat Rate (Free)
<b>ORDER TOTAL</b>	£1,546.07



On checkout page, it will look like below screenshot:



The screenshot displays a checkout page with a 'Your order' summary table and shipping options. The table lists the product 'Woo Album #4 x 1' for £999.00, a cart subtotal of £999.00, and shipping options: DHL Express (Transit Days: 3) for £547.07 and Flat Rate (Free). The order total is £1,546.07. Below the table, the 'Direct Bank Transfer' option is selected, with a note: 'Make your payment directly into our bank account. Please use your Order ID as the payment reference. Your order won't be shipped until the funds have cleared in our account.' The 'Cheque Payment' option is also visible but unselected.

PRODUCT	TOTAL
Woo Album #4 × 1	£999.00
<b>CART SUBTOTAL</b>	<b>£999.00</b>
<b>SHIPPING AND HANDLING</b>	<input checked="" type="radio"/> <b>DHL Express (Transit Days: 3 ) : £547.07</b> <input type="radio"/> Flat Rate (Free)
<b>ORDER TOTAL</b>	<b>£1,546.07</b>

Direct Bank Transfer

Make your payment directly into our bank account. Please use your Order ID as the payment reference. Your order won't be shipped until the funds have cleared in our account.

Cheque Payment

# Thank you!

Should you have any questions or feature suggestions, please contact us at:

<http://www.inxpressapps.com/WooCommerce>

[support.woocommerce@inxpress.com](mailto:support.woocommerce@inxpress.com)

Your feedback is absolutely welcome!