

# Innoship Module

User Manual

v1.0.0

# Table of Contents

<b>Installation</b>	<b>3</b>
<b>Shipping method Configuration</b>	<b>3</b>
<b>Sending packages (from multiple sources)</b>	<b>5</b>
<b>Configure Innoship account</b>	<b>6</b>
<b>Generate AWB</b>	<b>8</b>
<b>Print AWB</b>	<b>14</b>
<b>Delete AWB</b>	<b>15</b>
<b>Tracking AWB</b>	<b>15</b>

# 1. Installation

- a. Get the zip archive
- b. Login to your Magento 2 Hosting site using SSH connection (for details contact your hosting provider)
- c. After successful SSH login, using the command line (shell), open the Magento root directory where Magento 2.3.5 is installed
- d. Upload Extension (as zip) to <Magento 2 installation root directory>
- e. Unzip the file there
- f. The module should be now unzipped to the <Magento 2 installation root directory>/app/code/Zitec/InnoShip
- g. Run: *php bin/magento setup:upgrade*
- h. Run: *php bin/magento setup:static-content:deploy*
- i. Clear all Cache

## 2. Shipping method Configuration

In Admin, go to **Stores -> Settings -> Configuration -> Sales -> Shipping Methods**

Here you find the new InnoShip shipping method.

# InnoShip



<b>Enabled for Checkout</b> <small>[website]</small>	Yes	<input type="checkbox"/> Use system value
<b>Method Name</b> <small>[store view]</small>	InnoShip	<input checked="" type="checkbox"/> Use system value
<b>Title</b> <small>[store view]</small>	InnoShip	<input checked="" type="checkbox"/> Use system value
<b>Allowed Services</b> <small>[website]</small>	Standard Home Next Day Delivery	<input checked="" type="checkbox"/> Use system value
<b>Gateway URL</b> <small>[website]</small>	https://api.innoship.io	<input checked="" type="checkbox"/> Use system value
<b>API Key</b> <small>[store view]</small>	.....	
<b>API Version</b> <small>[store view]</small>	1.0	
<b>Saturday Delivery</b> <small>[store view]</small>	No	
<b>Calculate Handling Fee</b> <small>[website]</small>	Fixed	<input checked="" type="checkbox"/> Use system value
<b>Handling Fee</b> <small>[website]</small>	12.45	
<b>Enable Free Shipping</b> <small>[website]</small>	Disable	
<b>Transport Payment</b> <small>[store view]</small>	Sender	
<b>Cash on delivery repayment</b> <small>[store view]</small>	Bank	
<b>Open Package</b> <small>[website]</small>	No	
<b>Insurance Included</b> <small>[website]</small>	No	

Below are details about configuration options, other than the standard Magento configuration:

**Enabled for Checkout:** Set **Yes** if you want to activate this shipping method.

**Method Name:** You can customize this field to be displayed as you want in the frontend

**Title:** You can customize this field to be displayed as you want in the frontend

**Allowed Services:** Select services agreed with Innoship.

**Gateway URL:** The API URL to Innoship. Change it only if Innoship provides a different URL.

**API Key:** The API Key provided by Innoship.

**API Version:** The API version used by the module. Change it only if Innoship provides a different API.

**Saturday Delivery:** Select **Yes** if you want to deliver the packages on Saturday.

**Handling Fee:** The shipping price you would like to be paid by the customer.

**Enable Free Shipping:** Enable this option if you offer free shipping.

**Transport Payment:** Who pays the shipping.

**Cash on delivery repayment:** Select if you want to receive the money in your **bank** account or **cash**.

**Open Package:** Select **Yes** if you want your customers to be allowed to open the packages before signing for them.

**Insurance Included:** Select **Yes** if you want to add insurance to the packages.

**Debug:** If **Yes** is selected, all requests to/from Innoship will be logged.

### 3. Sending packages (from multiple sources)

If you have a single inventory and you are sending the packages from a single address, just keep in mind that the code of the source created by default by Magento is “**default**”. You may want to skip the rest of the step.

# Manage Sources

🔍

Actions ▼

1 records found

	Code	Name
<input type="checkbox"/>	default	Default Source

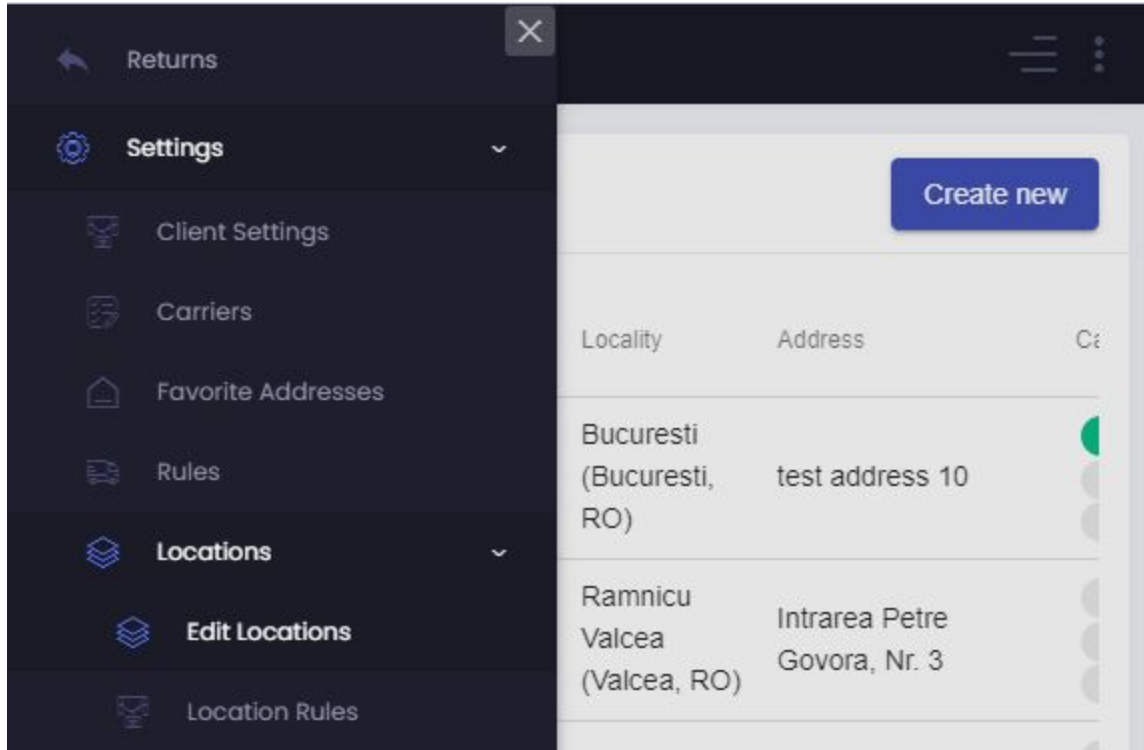
Sending the packages from multiple sources (having multiple warehouses) or having multi inventories, should be configured now, to create proper AWBs on Innoship.

Many more details about how to create multiple inventory and sources could be found on Magento 2 documentation, at <https://docs.magento.com/user-guide/catalog/inventory-merchant-type.html>.

Once you create the sources, please save the codes of the sources. You need them to configure the Innoship account.

## 4. Configure Innoship account

Login into your Innoship account. Go to **Menu -> Settings -> Locations -> Edit Locations** and click **Create new**.



Fill the new location fields. **External Location Id must be the Code of the Source from Magento.** If you are using a single inventory and didn't create any new sources in Magento, please fill the External Location Id with **"default"**.

The 'Create new' form contains the following fields and controls:

- Location Name \***: My Warehouse
- External Location Id \***: default
- Electronic Proof of Delivery**: A toggle switch that is currently turned off.
- Name \***: (Empty field)
- Contact Person \***: (Empty field)
- Phone \***: (Empty field)

Buttons for 'Cancel' and 'Save' are located at the top right of the form.

## 5. Generate AWB

After your client place a new order on your Magento store and you want to create new shipping, go to the view order

a) Go to **Sales** (1) -> **Orders** (2) -> **View** (3) (on the orders list)

The screenshot shows the Magento Sales dashboard. A sidebar on the left contains navigation options: DASHBOARD, SALES, CATALOG, CUSTOMERS, MARKETING, CONTENT, and ELASTICSUITE. The 'Sales' menu is open, showing 'Orders', 'Invoices', 'Shipments', 'Credit Memos', 'Billing Agreements', and 'Transactions'. A red arrow labeled '1' points to the 'Sales' menu, '2' points to 'Orders', and '3' points to the 'View' link in the 'Action' column of the orders table.

Purchase Date	Bill-to Name	Ship-to Name	Grand Total (Base)	Grand Total (Purchased)	Status	Action	Allocated sources
Jul 10, 2020 2:21:13 PM	test Zitec	test Zitec	€2,732.45	€2,732.45	Processing	<a href="#">View</a>	Default Source

b) Click **Ship**

The screenshot shows the order actions bar. A red arrow points to the 'Ship' button. Other buttons include 'Back', 'Cancel', 'Send Email', 'Hold', 'Invoice', 'Reorder', and 'Edit'.

c) Submit Shipment

- i) (only for multi source) Select the source (1) -> Insert the Quantity (2) and Proceed to Shipment (3)



# Source Selection

← Back

Proceed to Shipment

Source Selection Algorithm

Select a Source to Ship from

Source \*

Zitec Brasov  
-- Please Select --  
Zitec Brasov  
Zitec Bucuresti

1

2

3

Items Ordered

20 per page



1

of 1




Product	SKU	Qty To Ship	Available Sources									
Argus All-Weather Tank Size: M Color: Gray	MT07-M-Gray	6	<table border="1"><thead><tr><th>Source</th><th>Qty Available</th><th>Qty To Deduct *</th></tr></thead><tbody><tr><td>Zitec Brasov</td><td>128</td><td><input type="text" value="1"/></td></tr><tr><td>Zitec Bucuresti</td><td>412</td><td><input type="text" value="0"/></td></tr></tbody></table>	Source	Qty Available	Qty To Deduct *	Zitec Brasov	128	<input type="text" value="1"/>	Zitec Bucuresti	412	<input type="text" value="0"/>
Source	Qty Available	Qty To Deduct *										
Zitec Brasov	128	<input type="text" value="1"/>										
Zitec Bucuresti	412	<input type="text" value="0"/>										

- ii) Insert the quantity you want to ship
- iii) Click **Submit Shipment**

# Inventory

Source: Default Source 

## Items to Ship

Product	Qty	Qty to Ship
Breathe-Easy Tank SKU: WT09-M-Purple Size: M Color: Purple	Ordered 100 Shipped 1	<input type="text" value="20"/> 

## Shipment Total

### Shipment Comments

Comment Text


### Shipment Options

- Append Comments
- Email Copy of Shipment

  
**Submit Shipment**

d) Go to **Shipments** and click **View** on your shipment

**ORDER VIEW**

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

Search by keyword


Default View  Columns  Export

Filters

Acti...  2 records found

20  per page

1 of 1

	Shipment ↓	Ship Date	Order #	Order Date	Ship-to Name	Total Quantity	Action
<input type="checkbox"/>	000000004	Jul 10, 2020 2:24:05 PM	000000006	Jul 10, 2020 2:21:13 PM	test Zitec	1.0000	<a href="#">View</a>
<input type="checkbox"/>	000000005	Jul 14, 2020 9:53:40 AM	000000006	Jul 10, 2020 2:21:13 PM	test Zitec	20.0000 	<a href="#">View</a>

e) Click **Generate InnoShip AWB**

← Back    Generate InnoShip AWB    Print    **Send Tracking Information**

f) On the new page, the **General Details** section is already filled, but please check and update them where the information is not real, especially the **Shipment date**.

### General Details

**Content \***   
Description of shipment content

**Order reference \***   
Order reference (default increment order ID)

**Shipment Date \***  

g) **Details of your Package** section must be updated with your package(s) details. How many envelopes, parcels, and/or pallets. Also, calculate and update the total weight.

## Details of your Package

Envelope Count \*

Please enter the number of envelopes

Parcel Count \*

Specify Package Dimensions

Please enter the number of parcels

Pallet Count \*

Specify Package Dimensions

Please enter the number of pallets

Total Weight \*

Please enter the total weight (kg)

- h) Optional (or if your carrier requires), you could specify the dimensions of the packages, by updating the parcel/pallet count (first) and clicking the **Specify Package Dimensions** button (second). Fill ALL the displayed fields. Note that when you specify the package dimensions, the total weight is updated automatically. If the total weight is not correct in the end, please update it manually.

Pallet Count \*

Width (cm)	Height (cm)	Length (cm)	Weight (kg)	Reference
<input type="text" value="5"/>	<input type="text" value="10"/>	<input type="text" value="150"/>	<input type="text" value="3"/>	<input type="text" value="2 products"/>
<input type="text" value="8"/>	<input type="text" value="20"/>	<input type="text" value="210"/>	<input type="text" value="5"/>	<input type="text" value="4 products"/>

[\[ cancel \]](#)

Please enter the number of pallets

Total Weight \*

Please enter the total weight (kg)

Note: Please specify package dimensions only if you can fill all fields for all packages.

- i) The **Other Options** section has the default values you set on the Shipping Method Configuration page at step 2.

## Other Options

Transport payment \*  ▼

Who is paying the delivery tax

Open Package \*  ▼

Open package on delivery

Saturday Delivery \*  ▼

Delivery the package on Sunday

- j) Click **Generate the AWB**

← Back    Reset    **Generate the AWB**



You can generate as many AWBs you need for the same shipment.  
After this process, the AWBs are displayed on the shipment page at the **Shipping and Tracking Information** section

## Shipping and Tracking Information

[Track this shipment](#)

**InnoShip - InnoShip**

Total Shipping Charges: **€12.45**

Carrier	Title	Number	Action
InnoShip	InnoShip (Courier: Cargus)	904187602	
InnoShip	InnoShip (Courier: Cargus)	904187681	

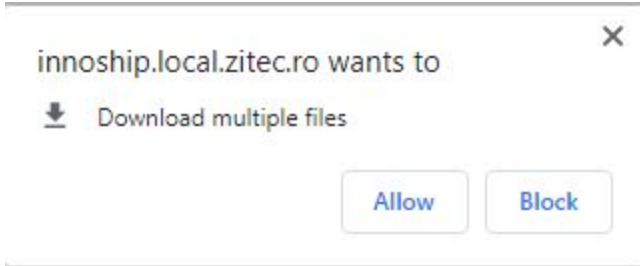
Custom Value

## 6. Print AWB

Once the AWBs are created, you can print them now. Note the new **Print InnoShip AWBs** button on the main shipment bar.

← Back    Generate InnoShip AWB    **Print InnoShip AWBs**    Print    **Send Tracking Information**

Once you click the button, a new window will appear. If you have multiple AWBs, allow the web browser to download multiple files.



Please don't close it until all AWBs are downloaded.

## 7. Delete AWB



On the shipping page, at the **Shipping and Tracking Information** section, click the trash can to delete the AWB and confirm the action.

### Shipping and Tracking Information

[Track this shipment](#)

**InnoShip - InnoShip**

Total Shipping Charges: **€12.45**

Carrier	Title	Number	Action
InnoShip	InnoShip (Courier: Cargus)	<a href="#">904187602</a>	
InnoShip	InnoShip (Courier: Cargus)	<a href="#">904187681</a>	

Custom Value

Note: please delete the AWBs if you want to cancel the order.  
The AWB could not be deleted if you already shipped the package.

## 8. Tracking AWB

Your client can track the shipment from his/her account. He/she must login to the Magento store, and go to **My Account** -> **My Orders** (1) -> **View Order** (2) (on the orders list)

My Account

**My Orders** ← 1

My Downloadable Products

Address Book

Account Information

Stored Payment

# My Orders

Order #	Date	Ship To	Order Total	Status	Action
000000007	7/15/20	Veronica Costello	€61.16	Processing	<a href="#">View Order</a>   <a href="#">Reorder</a>
000000004	6/2/20	Veronica Costello	€61.16	Pending	<a href="#">View Order</a>   <a href="#">Reorder</a>
000000003	6/2/20	Veronica Costello	€61.16	Processing	<a href="#">View Order</a>   <a href="#">Reorder</a>

Then go to Order Shipments (1). Now you can track all shipments by clicking on the **Track All Shipments** (2) link or track a single AWB by clicking on the AWB number you want to track (3).

Items Ordered

**Order Shipments** ← 1

[Track All Shipments](#) ← 2 [Print All Shipments](#)

Shipment #0000000006 [Print Shipment](#) [Track this shipment](#)

**Tracking Number(s):** [904187602](#), [904187681](#) ← 3

Product Name	SKU	Qty Shipped
Erika Running Short-32-Red	WSH12-32-Red	1

Now you can see the shipment tracking



# Tracking Information

Shipment #000000001

---

**Tracking Number:** 904354281

---

**Carrier:** InnoShip

---

**Track:** <https://track.innoship.io/75cd8150818a4c87b41bf1297ae26026>

---

**Tracking Number:** 904354298

---

**Carrier:** InnoShip

---

**Track:** <https://track.innoship.io/a6039744117c4dd9bcfe7827f8882a15>

Close Window