

BigCommerce Integration Setup for GETOnline User v0.1

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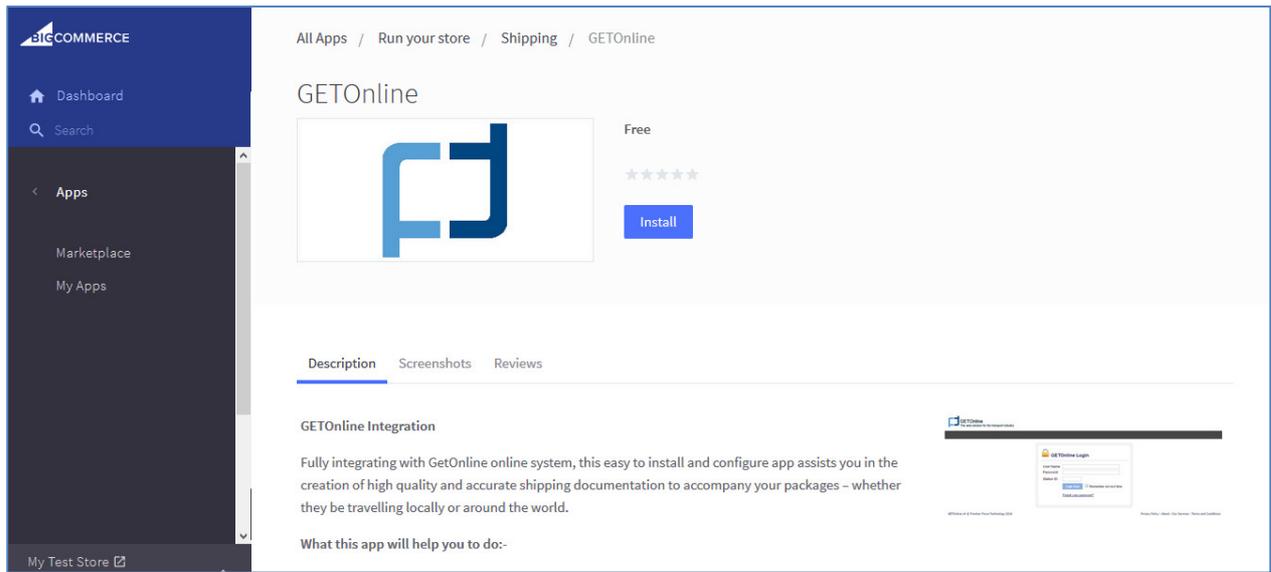
1. BIGCOMMERCE INTEGRATION SETUP

1.1 Steps To Setup BigCommerce Integration

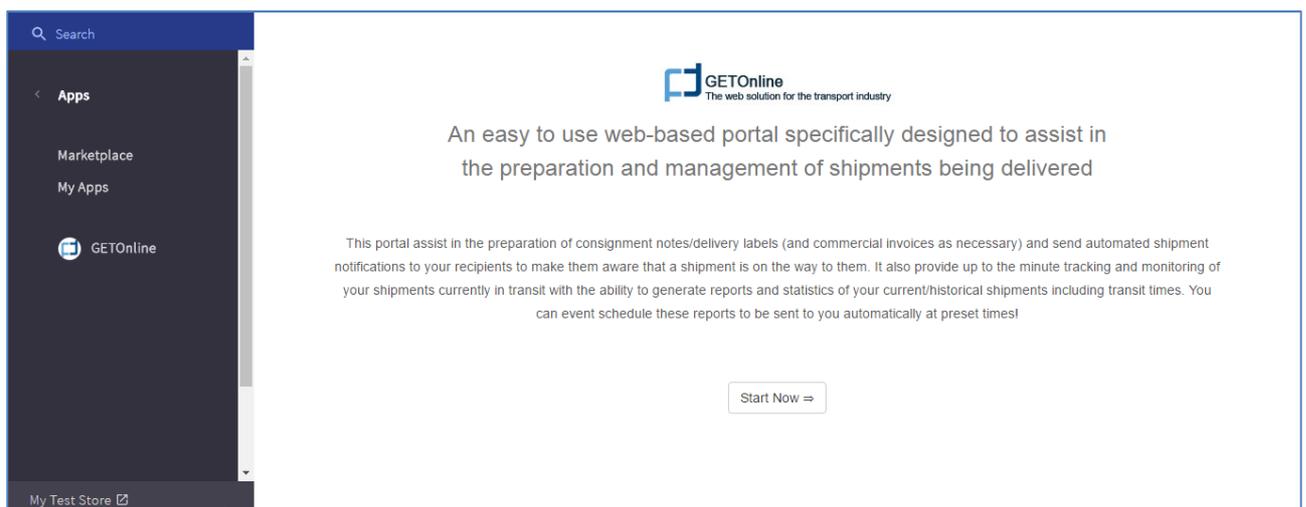
Follow the steps below to setup the BigCommerce Integration.

1.1.1 Step 1: Install App

1. Install the app on you BigCommerce store admin panel.



2. By click on the Start Now button, user will be redirect to GetOnline login page, to complete the setup and sync the orders into shipment list.



 **GETOnline Login**

User Name:

Password:

Remember me next time.

[Forgot your password?](#)

Don't have a Login ID?
Signing up is easy.

 **Tracking Enquiry**

Enter your consignment numbers

 **Latest News**

Last Update: 25 Aug 16 15:56:33

 **What's New on GETOnline**

1.1.2 Step 2: Manage Service Mapping

Service mapping is managed per integration setup. User who needs the service mapping can use the form to manage it and retrieve it from code

1. Once user login to GETOnline, user will be redirected to My Profile page if service mapping list for the BigCommerce store is empty.

Please be noted that if no service mapping is present, NO order will be imported.

The screenshot shows the 'Integration Details' section with the following fields:

- *Store ID : store-yh9wx6ew
- Permanent Token : [Redacted]

Buttons: Save Changes, Cancel

The 'Service Mapping' section contains the text: "Which shipping service will be used for your eCommerce shipments? Check with your shipping agent to get the available service code(s)."

Form fields: From Service Code, To Service Code, Save Mapping, Cancel

Message: Only orders with matched service mapping will be imported.

From Service Code	To Service Code	Edit
No Mapping. Please add service mapping before any import.		

2. Another way to get into the service mapping list in GETOnline:
 - Login to GETOnline, to "My Profile" page and click on "eCommerce Integrations" tab.

The screenshot shows the 'My Profile' page with the following elements:

- Home > My Profile
- eCommerce Integrations tab (circled with '1')
- Integration list:

Integration	Name	View	Download Documentation
Shopify	Shopify	View	Download Documentation
Magento	Magento	View	Download Documentation
WooCommerce	WooCommerce	View	Download Documentation
PrestaShop	PrestaShop	View	Download Documentation
Wish	Wish	View	Download Documentation
BigCommerce	BigCommerce	View (circled with '2')	Download Documentation

Right sidebar menu:

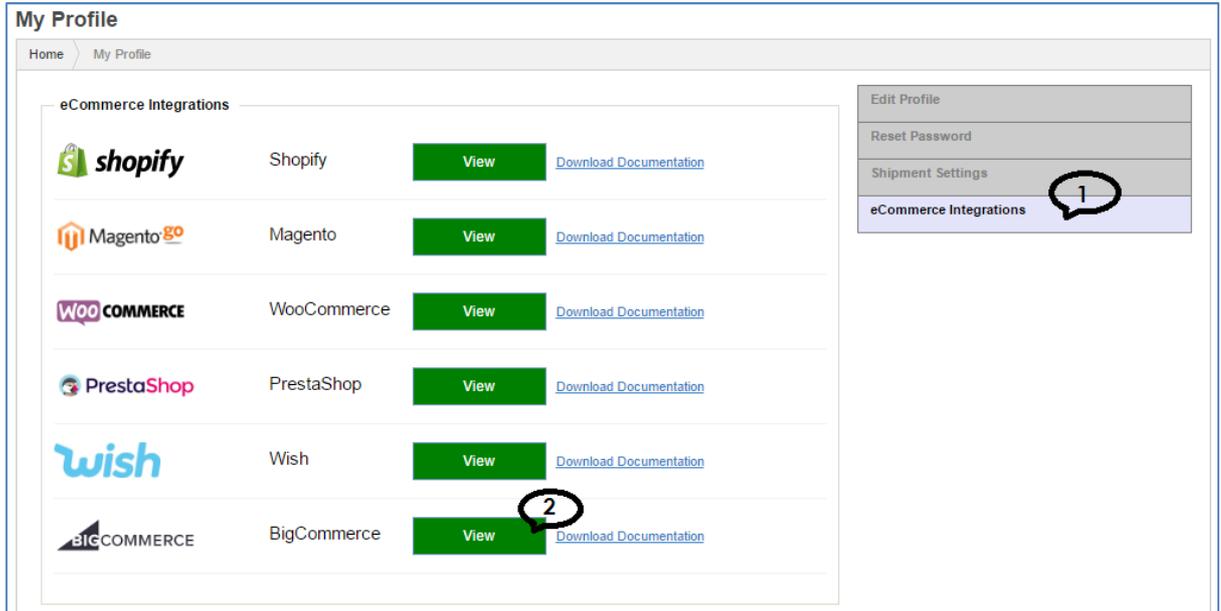
- Edit Profile
- Reset Password
- Shipment Settings
- eCommerce Integrations (circled with '1')

3. Click "View" button for BigCommerce, click "Edit".

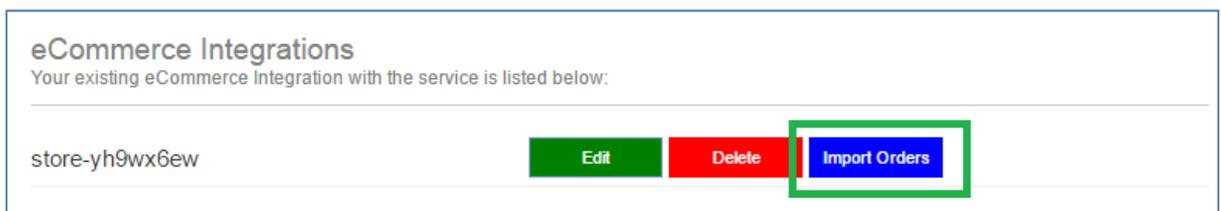
5. Only order with matched service mapping will be imported into GETOnline.
6. If no service mapping is present, NO order will be imported.

1.1.3 Step 3: Process Shipments

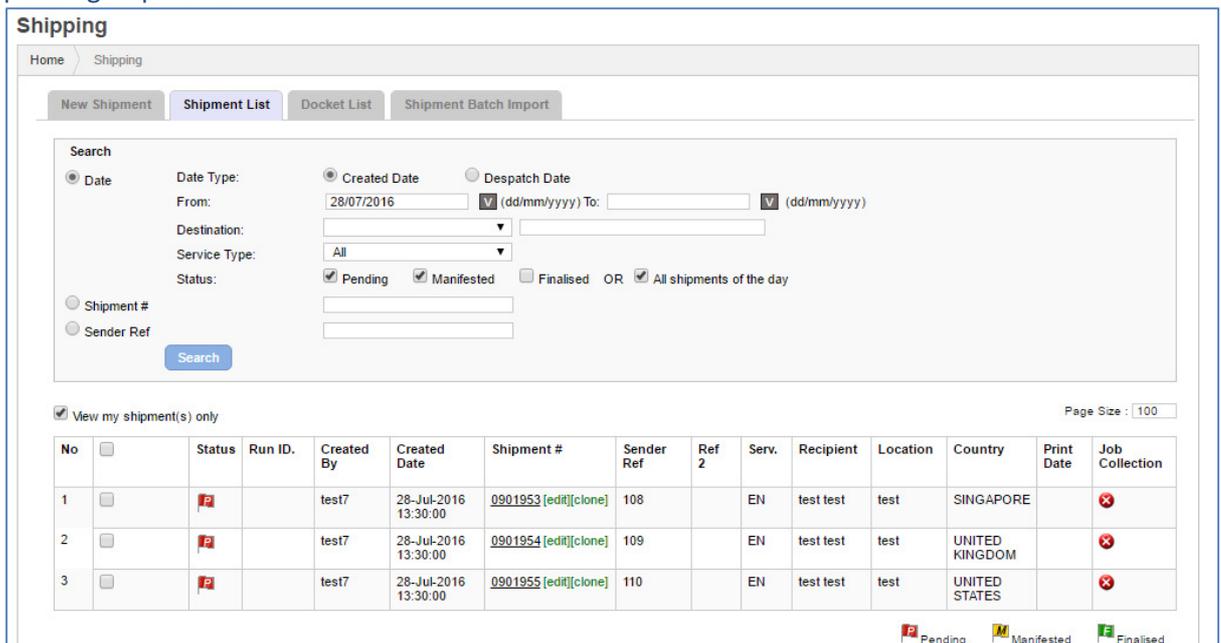
1. Login to GETOnline, go to “My Profile” page -> “eCommerce Integrations” tab.



2. Click “View” button for BigCommerce, and click “Import Orders”. Only order(s) with status as indicated in **Awaiting Fulfillment** will be imported from BigCommerce.



3. If shipment import is done, the BigCommerce orders will appear in GETOnline shipment list as pending shipments.



1.1.4 Step 4: Fulfil BigCommerce Orders

1. After you have finalized your shipments, you will like to send your tracking number back to your BigCommerce order and fulfil the order.

The screenshot shows the 'Shipping' module interface. At the top, there are tabs for 'New Shipment', 'Shipment List', 'Docket List', and 'Shipment Batch Import'. Below these is a search form with the following fields:

- Date Type:** Radio buttons for 'Created Date' (selected) and 'Despatch Date'.
- From:** Text input with value '28/07/2016' and a date format selector '(dd/mm/yyyy)'.
- To:** Text input with a date format selector '(dd/mm/yyyy)'.
- Destination:** Dropdown menu.
- Service Type:** Dropdown menu with value 'All'.
- Status:** Radio buttons for 'Pending', 'Manifested', 'Finalised' (checked), and 'All shipments of the day'.
- Shipment #:** Text input.
- Sender Ref:** Text input.

A 'Search' button is located below the search form. Below the search form is a checkbox for 'View my shipment(s) only' and a 'Page Size' dropdown set to '100'. Below this is a table with the following columns: No, Status, Run ID, Created By, Created Date, Shipment #, Sender Ref, Ref 2, Serv., Recipient, Location, Country, Print Date, and Job Collection.

No	Status	Run ID	Created By	Created Date	Shipment #	Sender Ref	Ref 2	Serv.	Recipient	Location	Country	Print Date	Job Collection
1		TBA 29-Jul-16	test7	28-Jul-2016 13:43:48	0901956 [view detail] [clone]	108		EN	test test	test	SINGAPORE		

At the bottom right, there are status icons: Pending, Manifested, and Finalised.

2. To do so, just select the shipments you want to fulfill and print this document called 'Fulfil BigCommerce Order' (Need additional permission, please contact support team for the permission).

The screenshot shows the 'Fulfil BigCommerce Orders' form. On the left, there is a list of options with checkboxes. The option 'Fulfil BigCommerce Orders' is highlighted with a green box and a callout bubble containing the number '1'. On the right, there is a 'Shipment Options' section with the following fields:

- Assign To Manifest:** Checkbox (unchecked).
- Uplift Date:** Dropdown menu with value '29/07/2016'.
- Docket #:** Text input with value 'TBA'.
- Flight #:** Text input with value 'TBA'.
- Carrier:** Dropdown menu with value 'TBA'.
- Receiver:** Text input with value 'TBA: TBA'.
- To Location:** Dropdown menu with value 'TBA'.
- Delete Shipment:** Checkbox (unchecked).
- Ship Now:** Checkbox (unchecked).
- Remarks:** Text input with value 'TBA'.

A 'Submit' button is located at the bottom right of the form, highlighted with a green box and a callout bubble containing the number '2'.

3. You can do multiple shipments at the same time. You can see from the screenshot below what order get updated with what tracking number. Click view order to bring you to your store order listing, and then go to view the order.

BIGCOMMERCE Orders

The following order(s) from your BIGCOMMERCE store has/have been fulfilled. Click on view order to view order details.

BIGCOMMERCE Order #	Tracking #	
#108	0901956	View Orders

4. In BigCommerce, you will see that the order status should be updated to **Shipped**.

The screenshot shows the BigCommerce order details page. At the top, the order status is set to 'Shipped', which is highlighted with a green box. Below this, the order is divided into three main sections: Billing, Shipping, and Order. The Billing section shows contact information for 'test test' in Singapore. The Shipping section shows the same contact information and a shipping method of 'Ship by Weight' for \$16.00. The Order section lists two items: '1 x [Sample] Fog Linen Chambray Towel - Beige Stripe' and '1 x [Sample] Able Brewing System ABS'. A 'Shipment #8' is listed with a tracking number of '0901956', which is also highlighted with a green box. The Grand Total is \$290.00.

The tracking number will be added in Tracking under Shipment region in BigCommerce portal.

This screenshot is identical to the one above, showing the BigCommerce order details page. It highlights the 'Shipped' status and the tracking number '0901956' under the 'Shipment #8' section. The layout and content are the same as in the previous image, showing the Billing, Shipping, and Order sections with their respective details and the Grand Total of \$290.00.

- Copy the tracking number and paste to **Tracking > Tracking Enquiry** in GETOnline, to track your shipment.

Tracking Enquiry

Home > Tracking > Tracking Enquiry

Enter reference number to track. Both tracking number and/or alternate reference will be searched.
To track multiple shipments, [click here](#). View [tracking history](#).

0901956

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Tracking Enquiry

Home > Tracking > Tracking Enquiry

Enter reference number to track. Both tracking number and/or alternate reference will be searched.
To track multiple shipments, [click here](#). View [tracking history](#).

0901956

View [?] : [Agent View](#) | [Customer View](#)

Connote # : 0901956

Service Type : Export Non Documents - Retail

Shipped on : 28 Jul 16 00:00
Singapore - SINGAPORE

Destination : Test

Status : In Transit to Destination

Select time zone: Select time format: [12H](#) | [24H](#)

▶ Tracking Details

Date	Time	Location/Supplied via	Activity	Notes	Entered By	Received	Sent
28 Jul 16	13:58	SINGAPORE	Information		Test7	28 Jul 16 13:58	
28 Jul 16	13:43	SINGAPORE	Uplift	Departed to TBA	Test7 (web)	28 Jul 16 13:43	
28 Jul 16	13:38	SINGAPORE	Information			28 Jul 16 13:38	

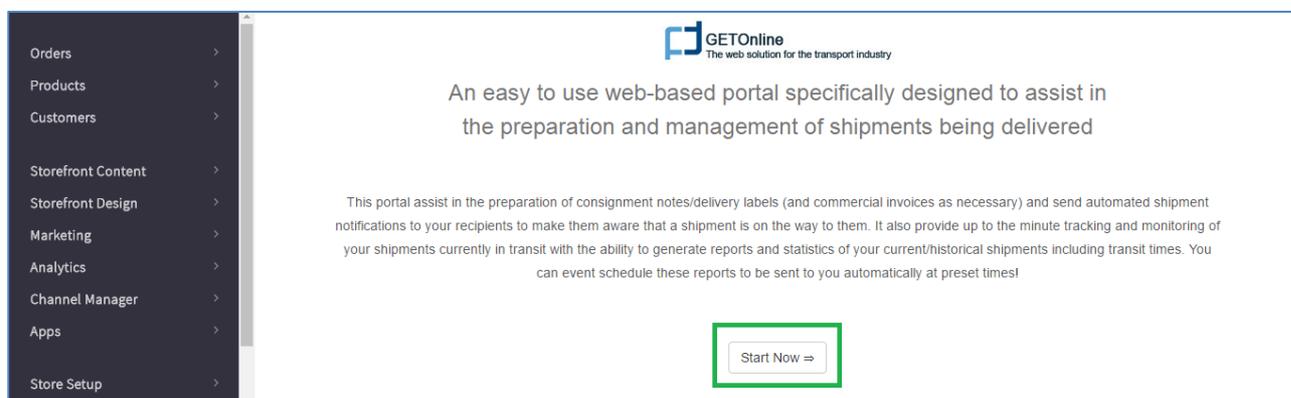
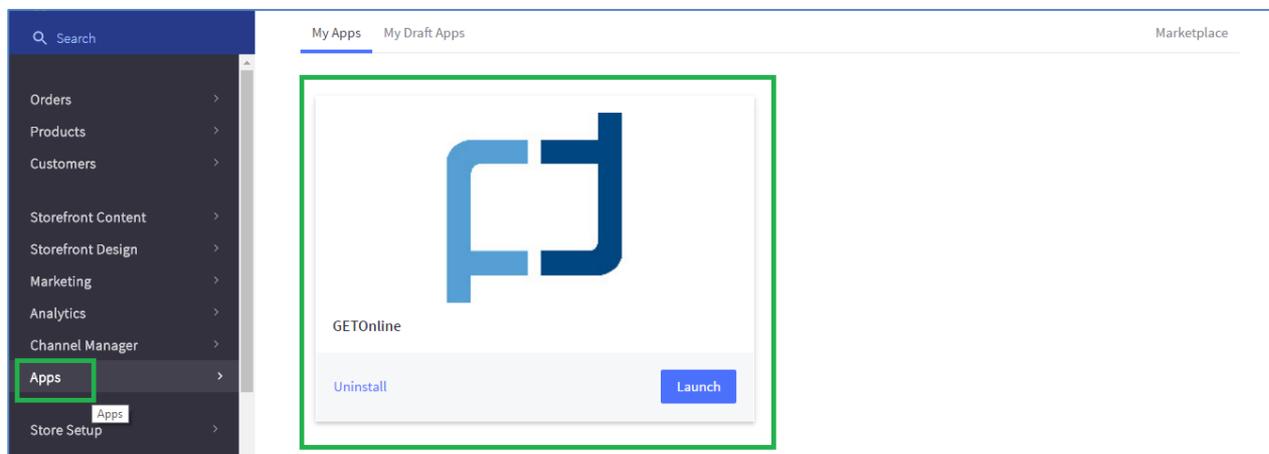
▶ Shipment Details

Manifest Information :

Date	Docket No	Sender	Receiver	From	To	Flight	Carrier	Type	# of Cons	Received	Sent
29 Jul 16 00:00	<u>TBA</u>	Frontier Force	TBA	Singapore	TBA	TBA	TBA	B	1	28 Jul 16 13:43	

1.1.5 Step 5: View Installed App And Import New Orders From BigCommerce

1. In BigCommerce, now that you have installed the app you can go to view your installed apps, you will see GETOnline Integration App, click on the app.



2. By click on the Start Now button, user will be redirected to GetOnline login page and the new orders will be imported into shipment listing automatically upon login.

Shipping

Home > Shipping

New Shipment | **Shipment List** | Docket List | Shipment Batch Import

Search

Date Type: Created Date Despatch Date

Date: From: 28/07/2016 To: (dd/mm/yyyy)

Destination: [Dropdown]

Service Type: All [Dropdown]

Status: Pending Manifested Finalised OR All shipments of the day

Shipment # [Input]

Sender Ref [Input]

Search

View my shipment(s) only Page Size : 100

No	Status	Run ID.	Created By	Created Date	Shipment #	Sender Ref	Ref 2	Serv.	Recipient	Location	Country	Print Date	Job Collection
1	Pending		test7	28-Jul-2016 13:30:00	0901953 [edit][clone]	108		EN	test test	test	SINGAPORE		✘
2	Pending		test7	28-Jul-2016 13:30:00	0901954 [edit][clone]	109		EN	test test	test	UNITED KINGDOM		✘
3	Pending		test7	28-Jul-2016 13:30:00	0901955 [edit][clone]	110		EN	test test	test	UNITED STATES		✘

P Pending
 M Manifested
 F Finalised

2. Shipment Order Workflow

2.1 Import Workflow Overview



3. BIGCOMMERCE – GETONLINE DATA FIELDS MAPPING

3.1 Data Fields Mapping

** For sender details, the system gets the details from GETOnline database based on the GETOnline user login account.

Below is the mapping for order details and receiver details:

BigCommerce Order list

BigCommerce	GETOnline
orders.shipping_addresses.first_name & orders.shipping_addresses.last_name	Receiver contact
orders.shipping_addresses.shipping_method	Shipping code
orders.products.quantity * orders.products.weight	Item weight
store.weight_units	Weight measure
orders.subtotal_inc_tax	Custom value
orders.currency_code	Custom currency
orders.shipping_addresses.email	receiver email
orders.id	Sender reference 1
orders.shipping_addresses.street_1	Receiver address1
orders.shipping_addresses.street_2	Receiver address2
orders.shipping_addresses.city	Receiver location
orders.shipping_addresses.company	Receiver company
orders.shipping_addresses.country_iso2	Receiver country
orders.shipping_addresses.phone	Receiver phone 1
orders.shipping_addresses.state	Receiver state
orders.shipping_addresses.zip	Receiver postcode
orders.products.name, orders.products.sku & orders.products.quantity	Goods Description
orders.total_inc_tax	COD value (only will be inserted if

	orders.payment_method like "CASH")
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