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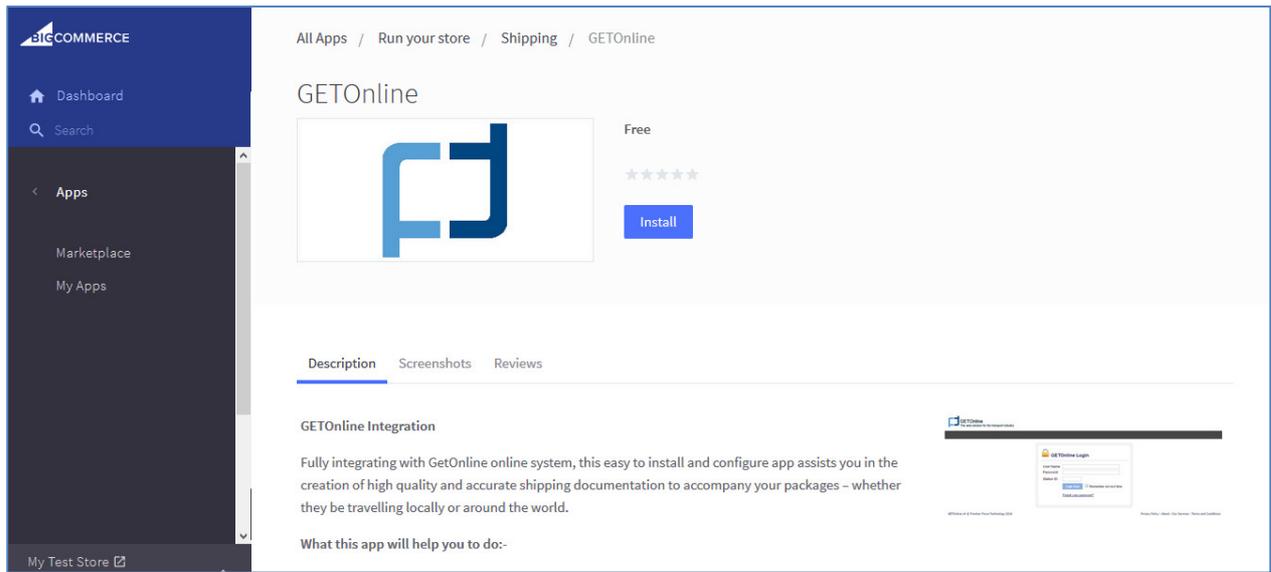
2. By click on the Start Now button, user will be redirect to GetOnline login page, to complete the setup and sync the orders into shipment list.

GETOnline
The web solution for the transport industry
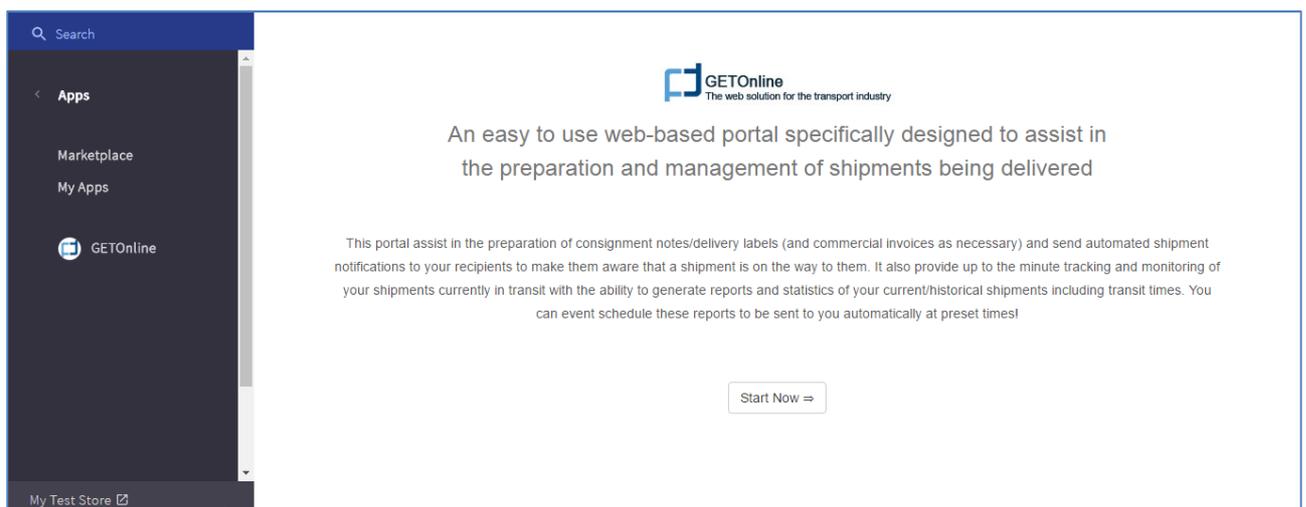
🔒 **GETOnline Login**

User Name: [   ]
Password: [   ]

[Login Now]   ☐ Remember me next time.

Forgot your password?

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

[Sign Up Now]

🔍 **Tracking Enquiry**

Enter your consignment numbers
[   ]

[Go]

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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.

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.

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

eCommerce Integrations
Your existing eCommerce Integration with the service is listed below:

store-yh9wx6ew   **Edit**   **Delete**   **Import Orders**

4. Insert the service code in the "From Service Code" and "To Service Code" textboxes, and click "Save Mapping" button.

Integration Details
Your integration details

✱Store ID :   store-yh9wx6ew

👤 Permanent Token :   [redacted]

Save Changes   **Cancel**

Service Mapping

Which shipping service will be used for your eCommerce shipments? Check with your shipping agent to get the available service code(s).

| From Service Code | To Service Code | **Save Mapping** | **Cancel** |

ⓘ Only orders with matched service mapping will be imported.

From Service Code	To Service Code	Edit	
Ship by Weight	EN	Edit	Delete
Ship by Weight US	EN	Edit	Delete

Be noted that the service code in the "From Service Code" for BigCommerce has to be identical to the shipping method name as in BigCommerce store. In BigCommerce the shipping method* can be found under **Store Setup > Shipping**. The service code in the "To Service Code" will be advice by the shipping provider.

Rename your shipping method with a unique name, to ensure it is identifiable by the shipping provider when setup the service mapping

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.
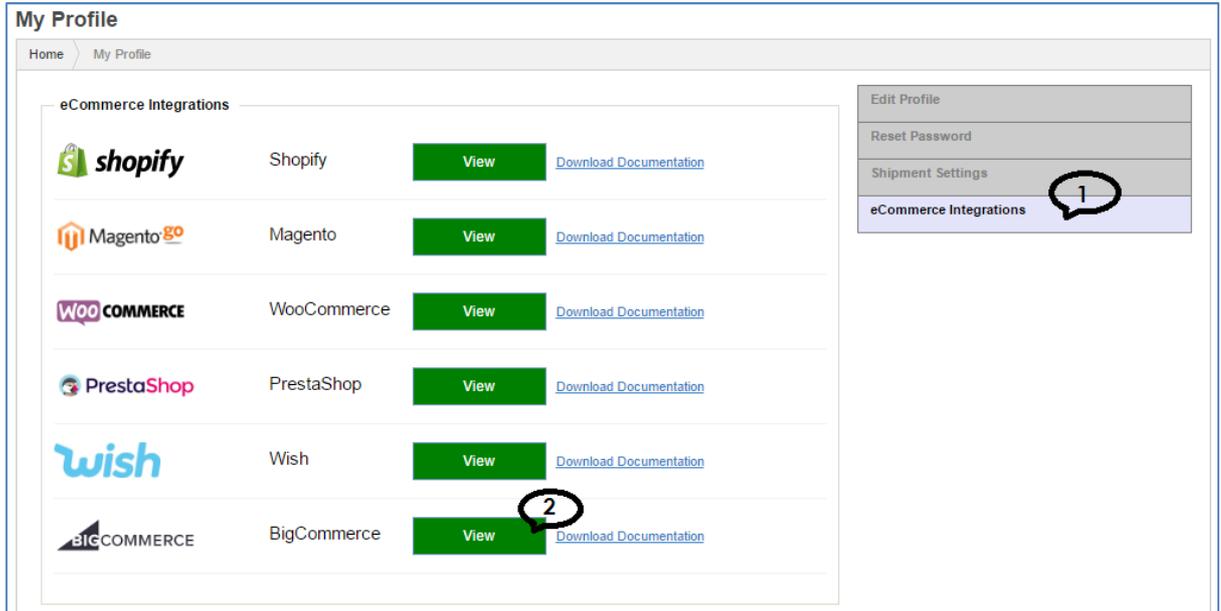
2. Click "View" button for BigCommerce, and click "Import Orders". Only order(s) with status as indicated in **Awaiting Fulfillment** will be imported from BigCommerce.
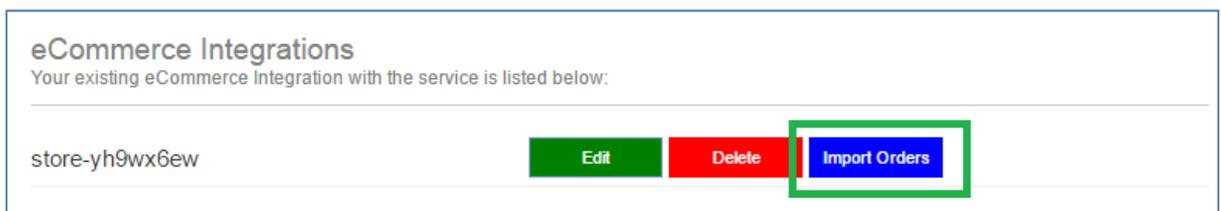
3. If shipment import is done, the BigCommerce orders will appear in GETOnline shipment list as pending shipments.
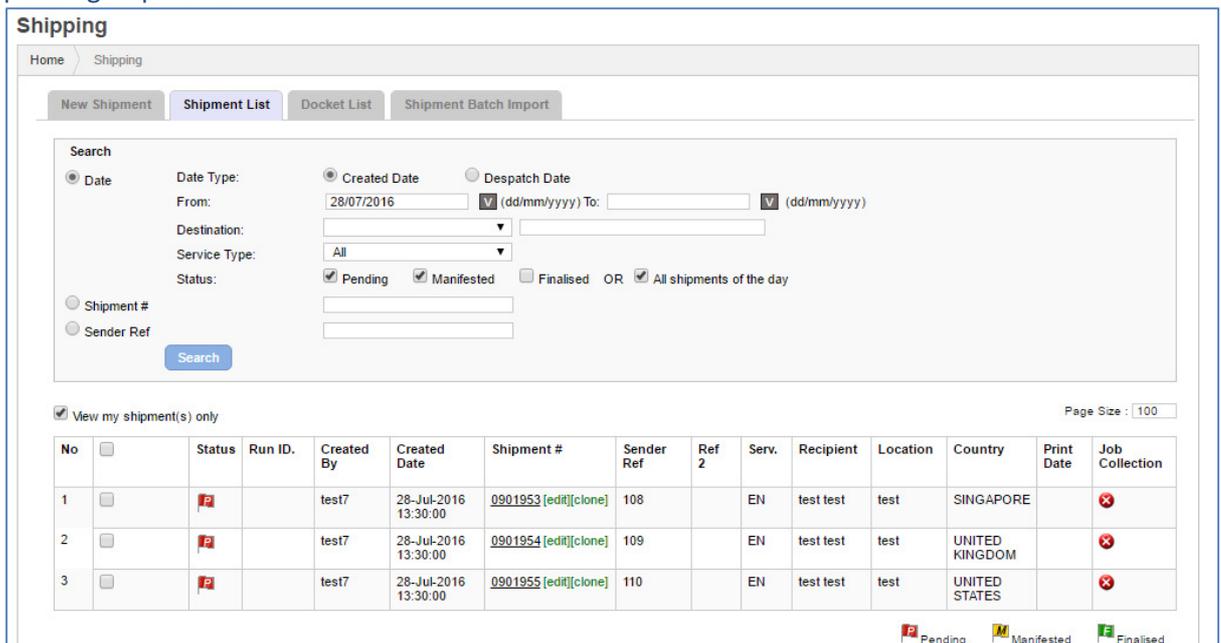
1.1.4 Step 4: Fulfil BigCommerce Orders

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

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).

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 fulfiled. 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 been updated to **Shipped.**

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

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

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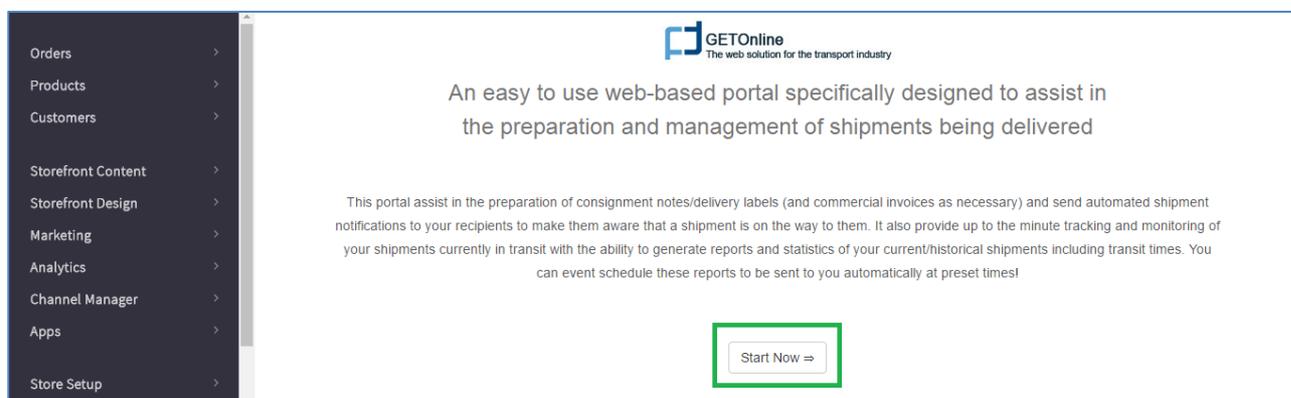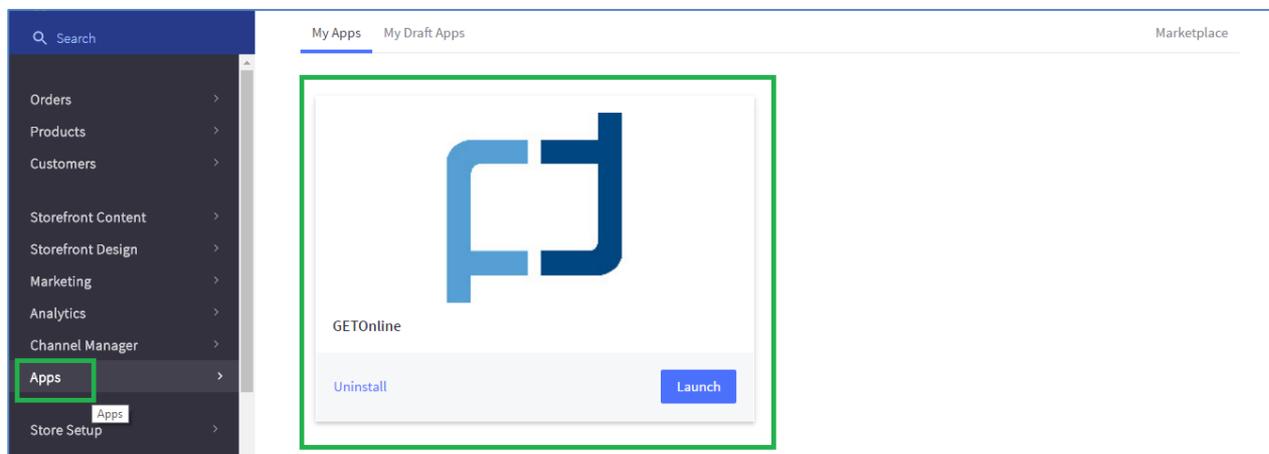
2. By click on the Start Now button, user will be redirected to GetOnline login page and the new orders will be imported into shipment listing automatically upon login.

2. Shipment Order Workflow

2.1 Import Workflow Overview

Import BigCommerce Orders into GETOnline

| System will only import orders with order status as **Awaiting Fulfillment** | System will create **pending** shipments in GETOnline |

Finalise Shipment in GETOnline

Pending shipments will be finalised

Fulfill BigCommerce Orders after Finalised Shipments

System will fulfil BigCommerce orders and update the order to the status as **Shipped**. System will update Shipping Number with GETOnline shipment number.

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")