

To create a Project Name in Fortnox, Go to settings in the Fortnox Dashboard → Click Accounting → Click Project and then click go to Register - Project

The screenshot shows the Fortnox dashboard settings page. The browser address bar displays `apps3.fortnox.se/app/32668021932c4903b58067f367548f89/common/lobby`. The page header includes a green 'Menu' button, the 'FORTNOX' logo, and navigation icons for a shopping bag, notifications, API Company, 2021, and a gear icon. A dropdown menu is open from the gear icon, with 'Accounting' selected and highlighted by a red box. A red arrow points from this box to the 'Project' option in the main settings list, which is also highlighted by a red box. The 'Project' option is expanded, showing two toggle switches: 'Enable support for project accounting' and 'Include project on tab/enter input', both set to 'YES'. A red box highlights the text 'To add a new project, go to: Register - Project'. A green 'SAVE' button is located at the bottom right of the settings area.

Click Create New → Type your Project Name and then click Save

**FORTNOX**

PROJECT 11 - CREATE NEW

Project no. 11

Name Project-E

Start date 2021-10-12

End date

Status In progress

Additional information

Hours

Project leader

Amount 0,00

Notes

CUSTOMER NAME

DELETE CANCEL SAVE

Now, we can see that our project name has been listed in the Fortnox App, click save

The screenshot displays the 'Fortnox / Data Synchronization' settings page. On the left, a sidebar lists navigation items: Orders (43), Products, Customers, Analytics, Marketing, Discounts, and Apps. Below this, 'SALES CHANNELS' includes 'Online Store'. The main content area is titled 'FORTNOX / Data Synchronization' and contains several sections:

- Checkboxes:**  Create invoice for each order,  Invoice Posting.
- Dropdown:** A dropdown menu currently shows 'Project-B', with a red arrow pointing to the word 'Project' next to it.
- Create on order status:** Includes 'Sales Channel' (Online Store  | Point Of Sale  | Others ) and 'Payment Status' (Paid  | Pending  | Others ).
- Misc. order settings:**  Add payment type to order text,  Copy order text to invoice.
- Price Sync:**  Default (Inclusion or exclusion of tax based on Shopify setting),  Ignore Shopify Tax on exclusive tax setting in Shopify (Deprecated and not recommended),  Remove Shopify tax and calculate at Fortnox.
- Article Sync:**  Use shopify\_product\_SKU for mapping products between Shopify and Fortnox,  I don't care about SKU, use shopify\_variant\_id for the mapping, and assign it as sku.

A green 'Save' button is located at the bottom left of the settings area, highlighted with a red box. An 'Activate Windows' watermark is visible in the bottom right corner of the interface.

## Create an order in Shopify

← #1054 Paid Unfulfilled Refund Edit More actions ▾ < >

12 October 2021 at 9:39 from Online Store

**Test order**  
Your payment gateway was in test mode when this order was created.

**Unfulfilled (1)** ⋮

 1 <a href="#">Bag</a> SKU: item000020	100,00 kr × 1	100,00 kr
--	---------------	-----------

[Fulfill item](#)

**Paid**

Subtotal	1 item	100,00 kr
Shipping	Breakable (1.0 ka)	50,00 kr

**Notes** [Edit](#)

No notes from customer

**ADDITIONAL DETAILS** [Edit](#)

fortnox\_order\_id  
2249

sync\_status  
true

customer\_sync\_status  
true

Activate Windows

Search for the order number in Fortnox Dashboard. We can see that our Project Name has been included in the order.

**ORDER 2249** 🔍 🏠 ⏪ ⏩ + CREATE NEW ☰ SHOW LIST

📄 Copy 📄 Credit report 🔒 Mark as not done 💬 Comment 🖨 Preview

Customer: 7526 - Saras Senthil | Order date: 2021-10-12 | Delivery date:

**Order details**

Payment terms: 0 dagar	Our reference: <i>First name, Surname</i>	Cost centre (Cc): <i>Code, Title</i>	Price list: Prislista A	Prices incl. VAT: Yes No
Your order number: <input type="text"/>	Your reference: <i>First name, Surname</i>	<b>Project (Pr): 11 - Project-B</b>	Currency: SEK	Rate: 1
			Unit: 1	Type of VAT: SE

**Customer details**

Name: Saras Senthil	Invoice address: Kungsgatan 1	Postcode: 111 43	City: Stockholm	Phone: +46 76 692 05 39
CIN: <input type="text"/>	Invoice address 2: Thirumangalam	Country: Sverige	E-mail: saras@uniwin.se	

Activate Windows  
Go to Settings to activate Windows.