Tracking link

Automatically add the tracking link inside your Shopify order

Uniwin

This guide will illustrate the steps to automatically add the tracking link on your Shopify order.

1. Enable tracking

| | | | | aan | ICD-IA | | |
|---|------------------|--|----------------------|------------------------|--------|--|--|
| ccount Settings | General Settings | Mapping | Manual Sync | Support | | | |
| Enable Automa | tic Bookina | | | | | | |
| Enable Automatic Sync | | | | | | | |
| Enable Tracking |] | |] | | | | |
| Sales Channel Payment Status Fulfillment Status | | Online Store 🛛 Point Of Sale 🖬 Others 🗳 Paid 🖬 Pending 🖬 Others 🗹 | | | | | |
| | | | | | | | |
| | | Address Sync | | ● Shipping ○ Billing | | | |
| Package | | | | | | | |
| Weight Sync | | | Total product weight | | | | |

Check the above image, go to general settings and enable "Enable Tracking" and click save.

2. Create order

Go to your Shopify store and create an order. Make sure the order is synced to Web-TA dashboard and booked.

3. Fulfill the order

Go to your Shopify orders page and fulfill the order.

| Orders | Export Create order |
|--|----------------------------------|
| All Unfulfilled Unpaid Open Closed | |
| Q Filter orders | 〒 Filter □□ Columns 1↓ Sort ···· |
| 1 selected Mark as fulfilled Capture payments More actions | |
| V #1009 Today at 15:25 Priya d 249,00kr • Paid • Unfulfilied 1 ite | m Standard |

The Web-TA app will now add the tracking link inside your Shopify order.

| #1009 | Paid • Fulfilled | Ref | und Return i | tems Edit | More actions 💌 | < > | | |
|---|---|------------------------|--------------|-----------------------------------|----------------|------|--|--|
| 17 March 2022 at 15:25 from Online Store | | | | | | | | |
| • Test orde Your payme | r ent gateway was in test mode when t | his order was created. | | | | | | |
| Fulfilled (1) #1009-F1 Other tracking Track package [2] | | | ••• | Notes No notes from customer | | Edit | | |
| Daris Tee in Blue SKU: 14597 | | 200,00 kr × 1 | 200,00 kr | ADDITIONAL DETAILS consignment_id | | Edit | | |
| 🕑 Paid | | | | unifaun_sı true | nc | | | |
| Subtotal | 1 item | | 200,00 kr | | | | | |
| Shipping | Standard (1.0 kg) | | 49,00 kr | Custome | er | × | | |
| Total | | | 249,00 kr | <u>Priya d</u> | | | | |
| Paid by custome | r | | 249,00 kr | No orders | | | | |

Uniwin Helpdesk



Contact us on support@uniwin.se Thank you!