

Sync to Postnord

Sync from Shopify Orders page to Postnord dashboard

This guide will illustrate the method to sync the order to Postnord from Shopify Orders page.

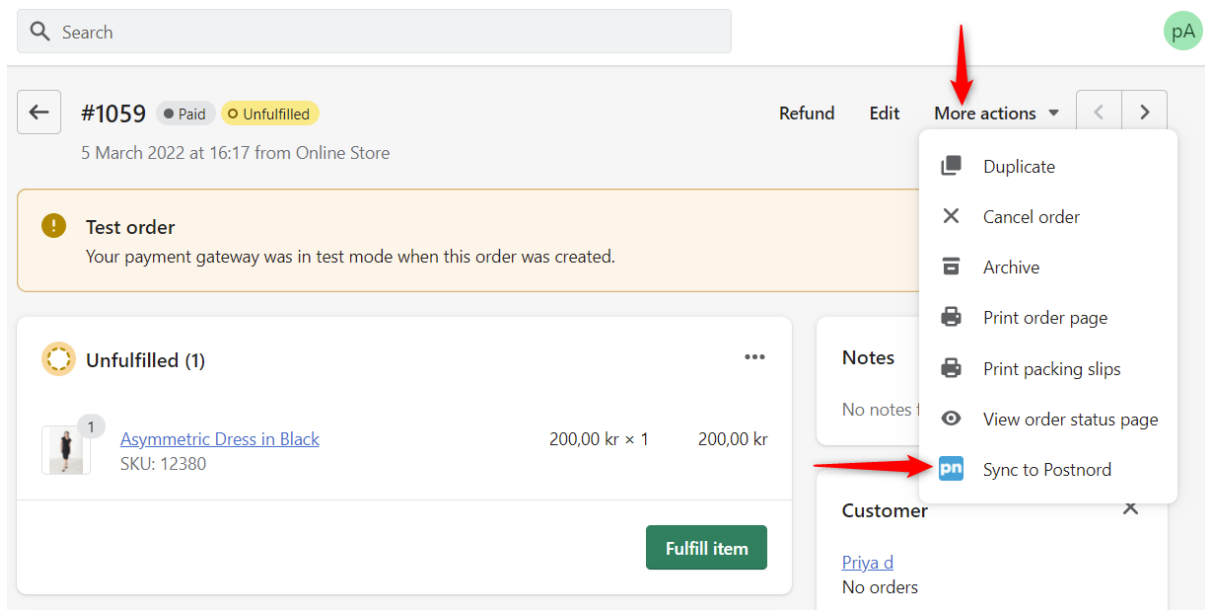
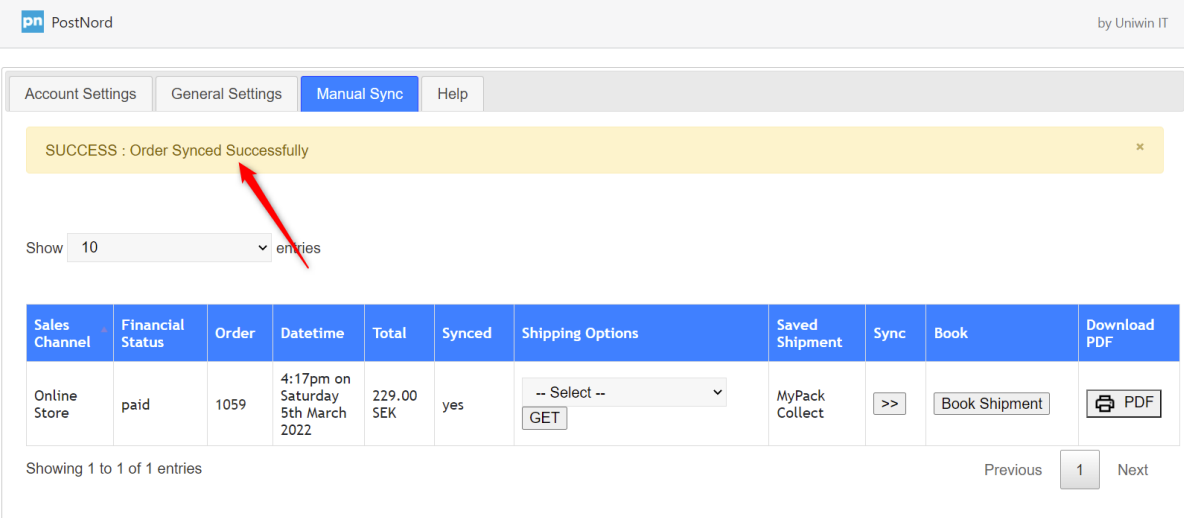


Image Above: Open the order from Shopify's orders page. Then click on "More Actions", on the drop down you will see "Sync to Postnord", click on this option. The Postnord App will now open this order in the Postnord App and trigger the sync feature.

Once synced, you will get a message “Order synced successfully”. Image below:



The screenshot shows the Uniwin IT interface for PostNord. At the top, there is a navigation bar with 'Account Settings', 'General Settings', 'Manual Sync' (highlighted), and 'Help'. Below this, a yellow success message reads 'SUCCESS : Order Synced Successfully'. A red arrow points to this message. Underneath, there is a 'Show 10 entries' dropdown. The main content is a table with the following data:

Sales Channel	Financial Status	Order	Datetime	Total	Synced	Shipping Options	Saved Shipment	Sync	Book	Download PDF
Online Store	paid	1059	4:17pm on Saturday 5th March 2022	229.00 SEK	yes	-- Select -- GET	MyPack Collect	>>	Book Shipment	PDF

At the bottom of the table, it says 'Showing 1 to 1 of 1 entries' and 'Previous 1 Next'.

Uniwin Helpdesk



Contact us on support@uniwin.se

Thank you!