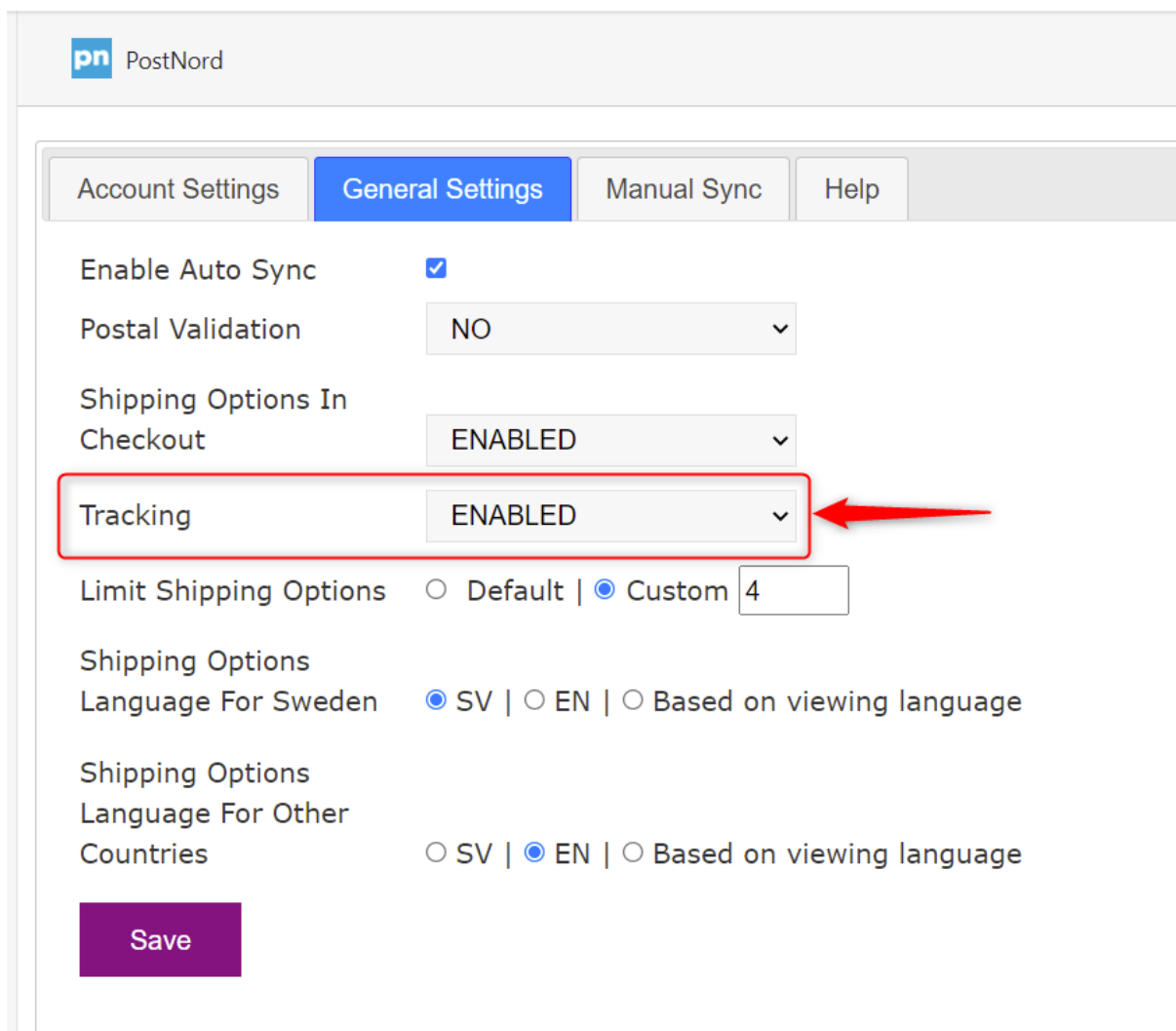


# Tracking feature

## Automatically add the tracking link

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

### 1. Enable tracking



The screenshot shows the PostNord settings interface. At the top, there is a header with the PostNord logo and name. Below the header, there are four tabs: 'Account Settings', 'General Settings' (which is selected and highlighted in blue), 'Manual Sync', and 'Help'. The main content area contains several settings:

- Enable Auto Sync:** A checkbox that is checked.
- Postal Validation:** A dropdown menu set to 'NO'.
- Shipping Options In Checkout:** A dropdown menu set to 'ENABLED'.
- Tracking:** A dropdown menu set to 'ENABLED'. This row is highlighted with a red border, and a red arrow points to the dropdown arrow.
- Limit Shipping Options:** Radio buttons for 'Default' and 'Custom' (selected), followed by a text input field containing the number '4'.
- Shipping Options Language For Sweden:** Radio buttons for 'SV' (selected), 'EN', and 'Based on viewing language'.
- Shipping Options Language For Other Countries:** Radio buttons for 'SV', 'EN' (selected), and 'Based on viewing language'.

At the bottom left of the settings area, there is a purple 'Save' button.

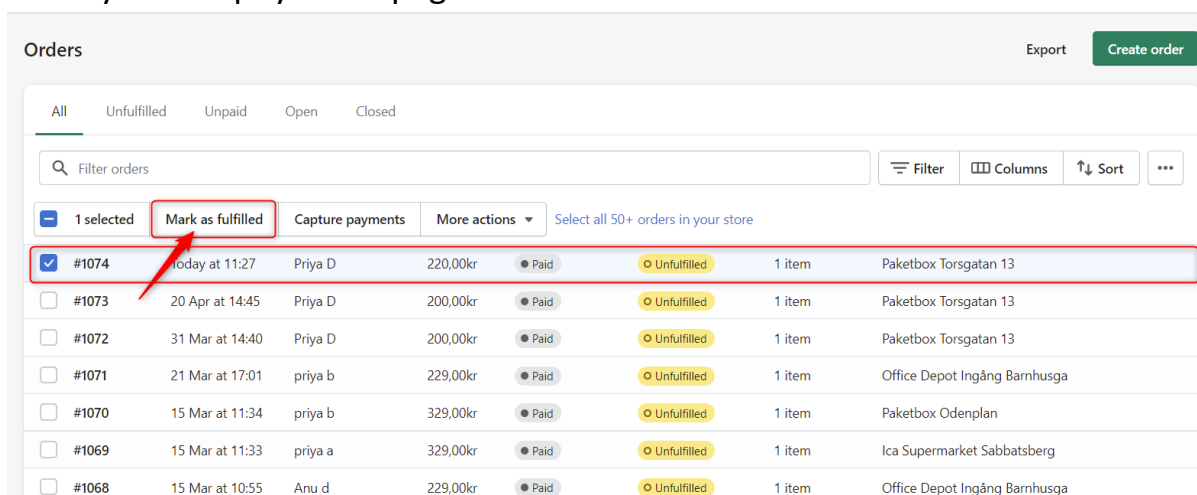
Check the above image, go to general settings and enable tracking and click save.

## 2. Create order

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

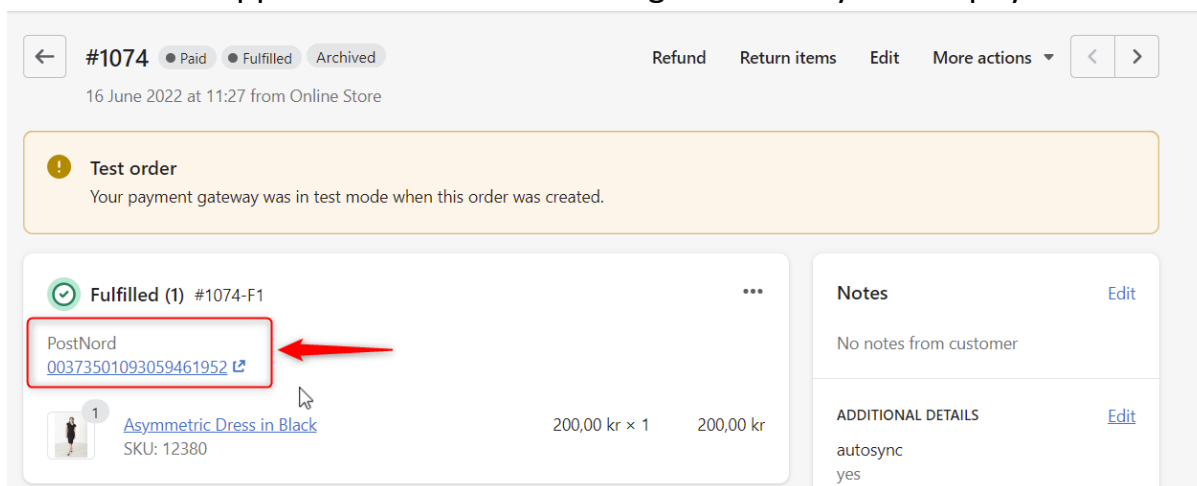
## 3. Fulfill the order

Go to your Shopify order page and fulfill the order.



All	Unfulfilled	Unpaid	Open	Closed				
Filter orders								
1 selected	Mark as fulfilled	Capture payments	More actions	Select all 50+ orders in your store				
<input checked="" type="checkbox"/>	#1074	Today at 11:27	Priya D	220,00kr	Paid	Unfulfilled	1 item	Paketbox Torsgatan 13
<input type="checkbox"/>	#1073	20 Apr at 14:45	Priya D	200,00kr	Paid	Unfulfilled	1 item	Paketbox Torsgatan 13
<input type="checkbox"/>	#1072	31 Mar at 14:40	Priya D	200,00kr	Paid	Unfulfilled	1 item	Paketbox Torsgatan 13
<input type="checkbox"/>	#1071	21 Mar at 17:01	priya b	229,00kr	Paid	Unfulfilled	1 item	Office Depot Ingång Barnhusga
<input type="checkbox"/>	#1070	15 Mar at 11:34	priya b	329,00kr	Paid	Unfulfilled	1 item	Paketbox Odenplan
<input type="checkbox"/>	#1069	15 Mar at 11:33	priya a	329,00kr	Paid	Unfulfilled	1 item	Ica Supermarket Sabbatsberg
<input type="checkbox"/>	#1068	15 Mar at 10:55	Anu d	229,00kr	Paid	Unfulfilled	1 item	Office Depot Ingång Barnhusga

The Postnord app will now add the tracking link inside your Shopify order.



#1074 Paid Fulfilled Archived

16 June 2022 at 11:27 from Online Store

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

**Fulfilled (1) #1074-F1**

PostNord  
00373501093059461952

Asymmetric Dress in Black  
SKU: 12380

200,00 kr × 1 200,00 kr

Notes: No notes from customer

ADDITIONAL DETAILS: autosync yes

# Uniwin Helpdesk

**Uniwin**  
Service as it should be

Contact us on [support@uniwin.se](mailto:support@uniwin.se)

Thank you!