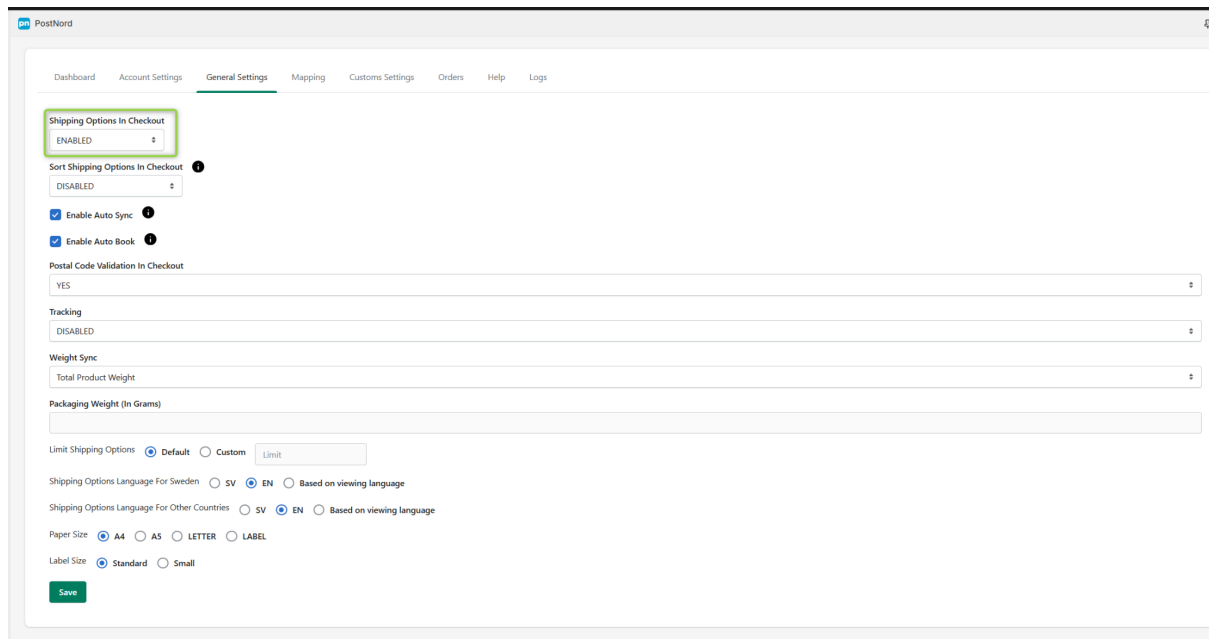


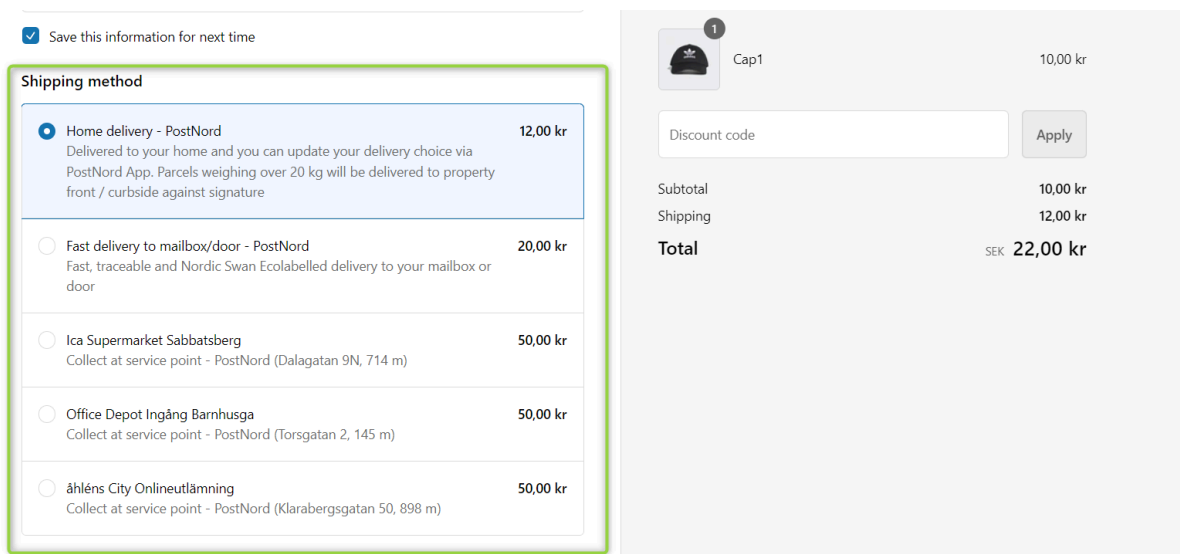
General Settings

This guide will describe the features in the general settings tab

1. Shipping Options In Checkout



If enabled then Postnord's shipping options will be shown on Shopify Checkout page.

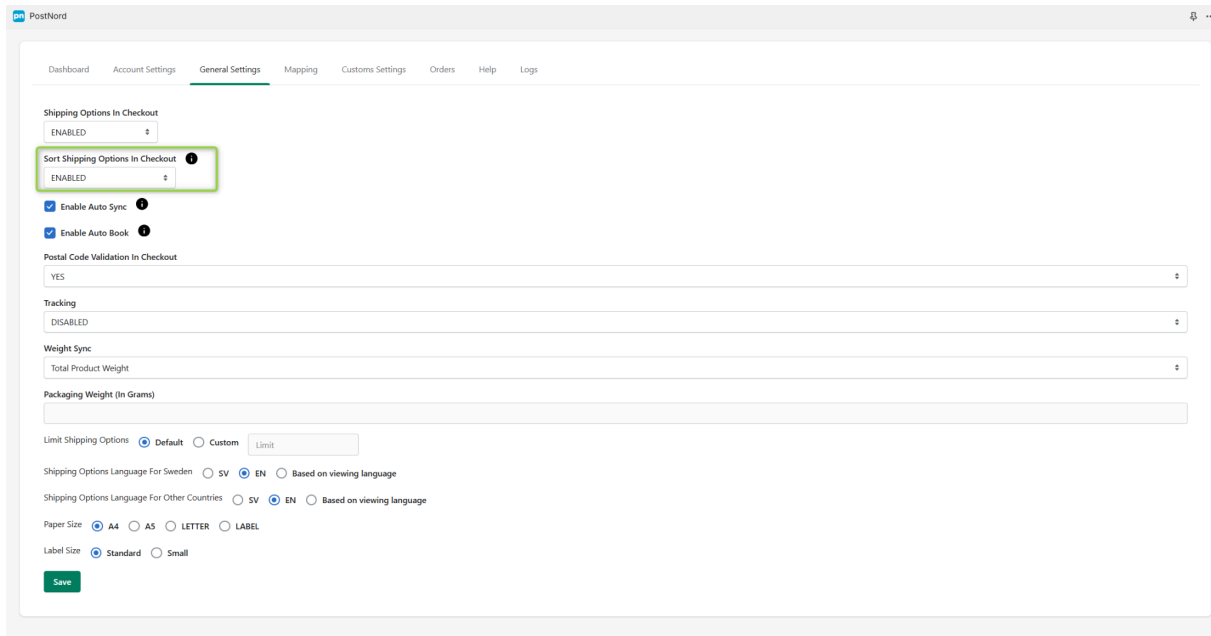


Shipping method	Price
<input checked="" type="radio"/> Home delivery - PostNord Delivered to your home and you can update your delivery choice via PostNord App. Parcels weighing over 20 kg will be delivered to property front / curbside against signature	12,00 kr
<input type="radio"/> Fast delivery to mailbox/door - PostNord Fast, traceable and Nordic Swan Ecolabelled delivery to your mailbox or door	20,00 kr
<input type="radio"/> Ica Supermarket Sabbatsberg Collect at service point - PostNord (Dalagatan 9N, 714 m)	50,00 kr
<input type="radio"/> Office Depot Ingång Barnhusga Collect at service point - PostNord (Torsgatan 2, 145 m)	50,00 kr
<input type="radio"/> åhléns City Onlineutlämning Collect at service point - PostNord (Klarabergsgatan 50, 898 m)	50,00 kr

Cap1	10,00 kr
Discount code	Apply
Subtotal	10,00 kr
Shipping	12,00 kr
Total	SEK 22,00 kr

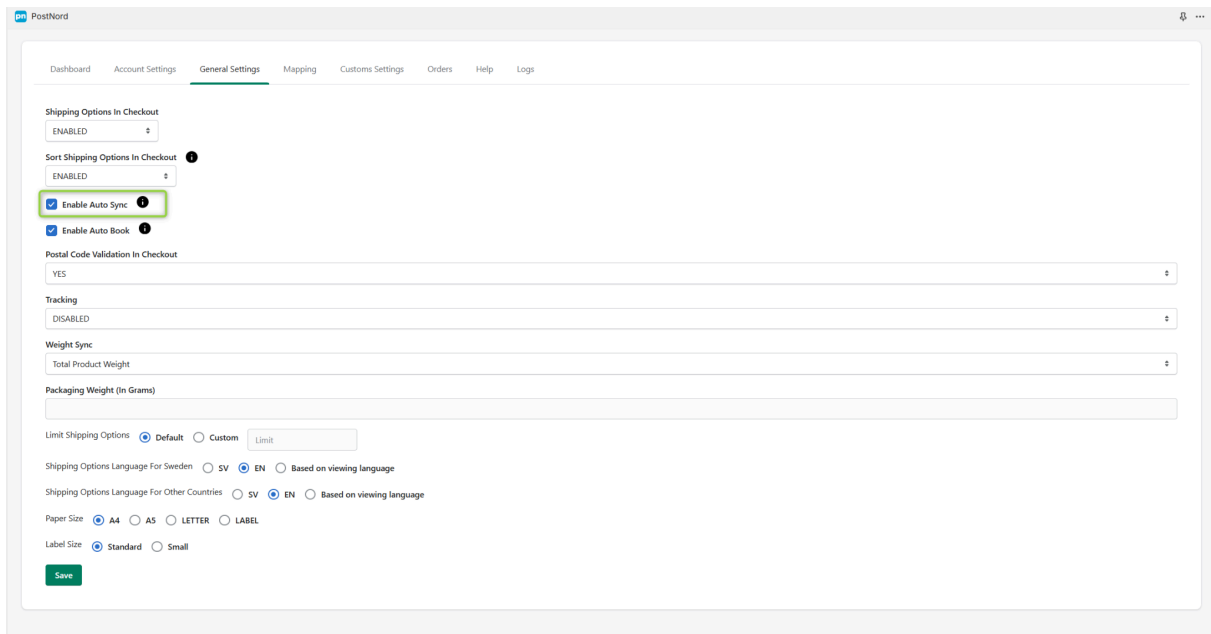
2. Sort Shipping option in Checkout

If enabled then Postnord's shipping options will be sorted on the Shopify Checkout page based on the distance.



The screenshot shows the PostNord settings page under the 'General Settings' tab. The 'Shipping Options In Checkout' dropdown is set to 'ENABLED'. Below it, the 'Sort Shipping Options In Checkout' dropdown is also set to 'ENABLED' and is highlighted with a green box. Other settings include 'Enable Auto Sync' (checked), 'Enable Auto Book' (checked), 'Postal Code Validation In Checkout' (YES), 'Tracking' (DISABLED), 'Weight Sync' (Total Product Weight), 'Packaging Weight (In Grams)', 'Limit Shipping Options' (Default), 'Shipping Options Language For Sweden' (EN), 'Shipping Options Language For Other Countries' (EN), 'Paper Size' (A4), and 'Label Size' (Standard). A 'Save' button is at the bottom.

3. Enable Auto Sync

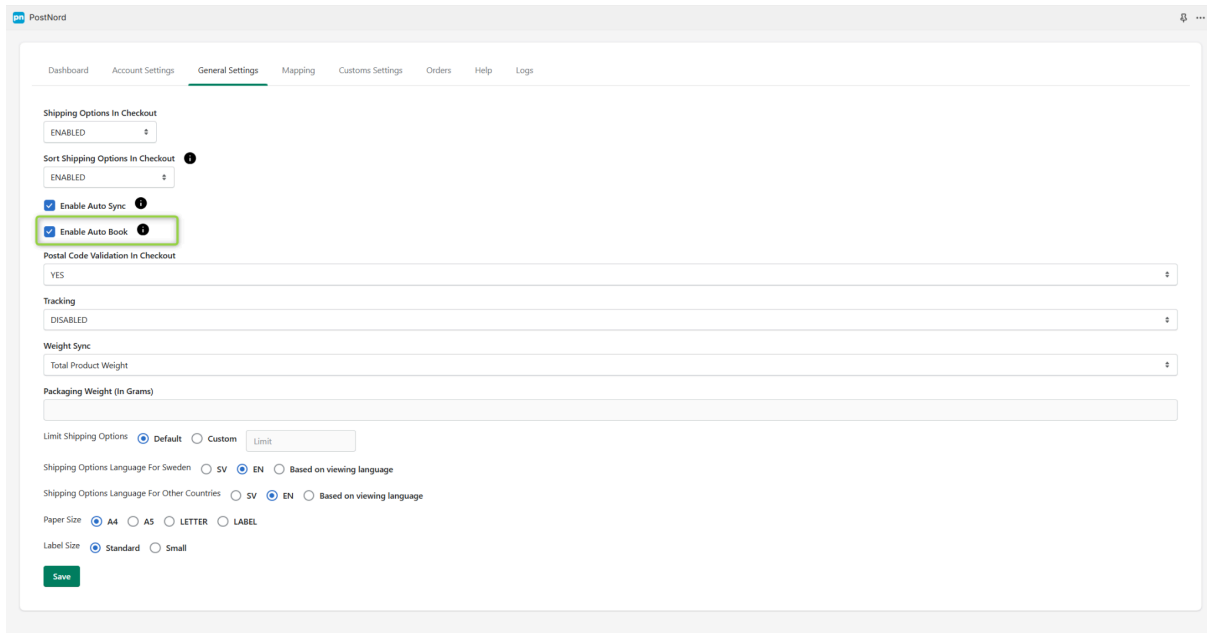


The screenshot shows the PostNord settings page under the 'General Settings' tab. The 'Enable Auto Sync' checkbox is checked and highlighted with a green box. Other settings are the same as in the previous screenshot: 'Shipping Options In Checkout' (ENABLED), 'Sort Shipping Options In Checkout' (ENABLED), 'Enable Auto Book' (checked), 'Postal Code Validation In Checkout' (YES), 'Tracking' (DISABLED), 'Weight Sync' (Total Product Weight), 'Packaging Weight (In Grams)', 'Limit Shipping Options' (Default), 'Shipping Options Language For Sweden' (EN), 'Shipping Options Language For Other Countries' (EN), 'Paper Size' (A4), and 'Label Size' (Standard). A 'Save' button is at the bottom.

If Auto Sync is enabled, order details will be sent to Send Direct Business

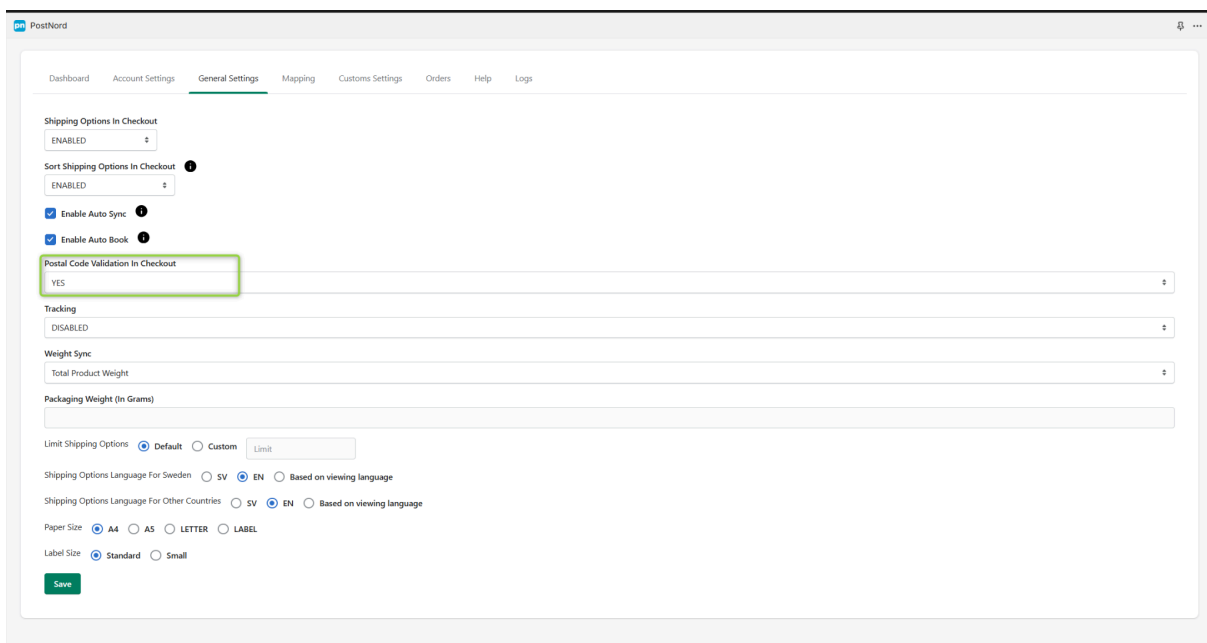
instantly when an order is received in Shopify. Then you can do further processing of your order directly from Send Direct Business.

4. Enable Auto book



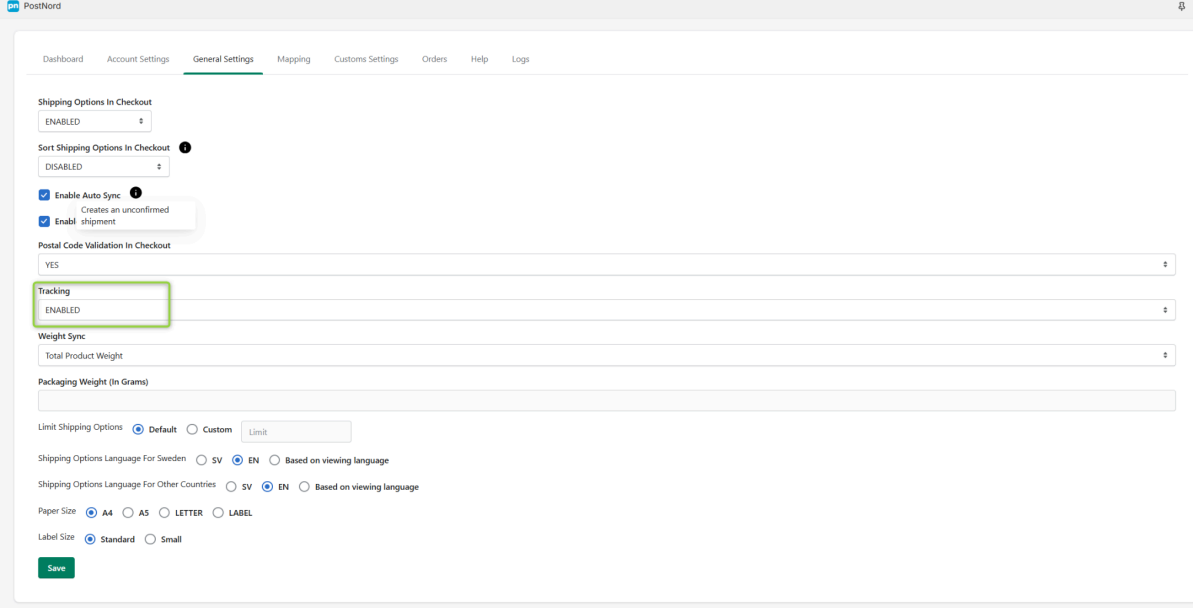
If Auto book is enabled, order will be booked to Send Direct Business instantly when an order is received in Shopify. Then you can print the label from the Postnord app or Send Direct Business.

5. Postal Validation



If enabled then consumers provided zip code will be validated by server and if an invalid zip code was provided then delivery methods will not be shown in Shopify Checkout page.

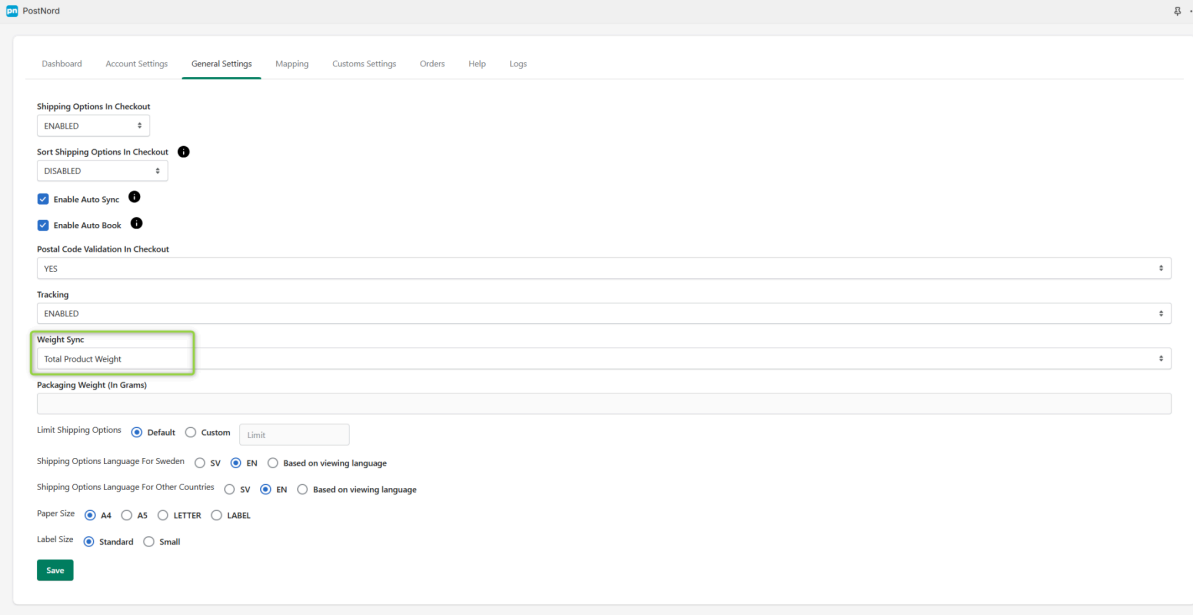
6. Tracking



The screenshot shows the 'General Settings' page for PostNord in a Shopify Admin interface. The 'Tracking' option is highlighted with a green box and is set to 'ENABLED'. Other settings include 'Shipping Options In Checkout' (ENABLED), 'Sort Shipping Options In Checkout' (DISABLED), 'Enable Auto Sync' (checked), 'Enable Auto Book' (checked), 'Postal Code Validation In Checkout' (YES), 'Weight Sync' (Total Product Weight), 'Packaging Weight (In Grams)', 'Limit Shipping Options' (Default), 'Shipping Options Language For Sweden' (EN), 'Shipping Options Language For Other Countries' (EN), 'Paper Size' (A4), and 'Label Size' (Standard). A 'Save' button is at the bottom.

If tracking is enabled then the tracking link will be added to the order when you fulfill the order.

7. Weight Sync

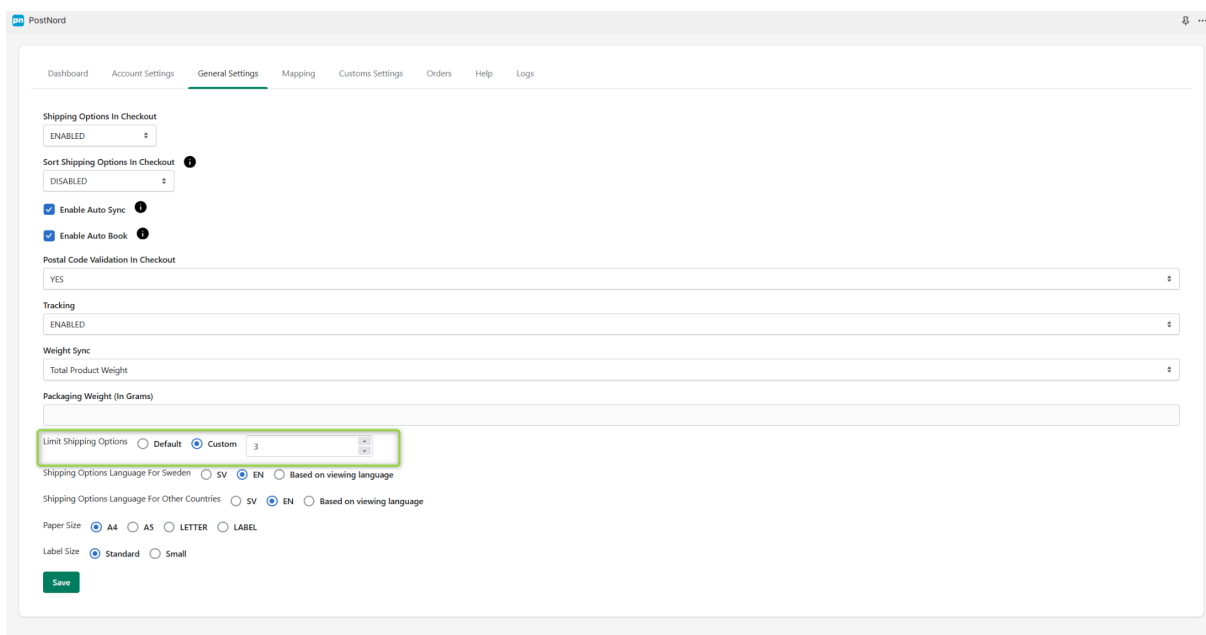


The screenshot shows the 'General Settings' page for PostNord in a Shopify Admin interface. The 'Weight Sync' option is highlighted with a green box and is set to 'Total Product Weight'. Other settings include 'Shipping Options In Checkout' (ENABLED), 'Sort Shipping Options In Checkout' (DISABLED), 'Enable Auto Sync' (checked), 'Enable Auto Book' (checked), 'Postal Code Validation In Checkout' (YES), 'Tracking' (ENABLED), 'Packaging Weight (In Grams)', 'Limit Shipping Options' (Default), 'Shipping Options Language For Sweden' (EN), 'Shipping Options Language For Other Countries' (EN), 'Paper Size' (A4), and 'Label Size' (Standard). A 'Save' button is at the bottom.

You can set the weight sync of your orders.

1. If you set “Total product Weight” on this, then your orders will be synced with total product weight.
2. If you set “Total product weight + Packaging weight” on this, then your orders will be synced with total product weight + package weight.
3. If you set “Sync with null weight” on this, then your orders will be synced with null weight.

8. Limit Shipping Options




The screenshot shows the PostNord settings interface. The 'General Settings' tab is active. The 'Limit Shipping Options' field is highlighted with a green box and set to the value '3'. Other settings include 'Shipping Options In Checkout' (ENABLED), 'Sort Shipping Options In Checkout' (DISABLED), 'Enable Auto Sync' (checked), 'Enable Auto Book' (checked), 'Postal Code Validation In Checkout' (YES), 'Tracking' (ENABLED), 'Weight Sync' (Total Product Weight), 'Packaging Weight (In Grams)', 'Shipping Options Language For Sweden' (EN), 'Shipping Options Language For Other Countries' (EN), 'Paper Size' (A4), and 'Label Size' (Standard). A 'Save' button is located at the bottom left.

Using this option, you can limit how many shipping options should show on checkout. If you add 3 on custom then your customers will see 3 shipping options on each delivery method.

Save this information for next time

Shipping method

<input checked="" type="radio"/> Paketbox Grubbensringen 25 Collect at parcel locker - PostNord (Grubbensringen 25, 1153 m)	Free
<input type="radio"/> Paketbox Hagagatan 15a Collect at parcel locker - PostNord (Hagagatan 15A, 1457 m)	Free
<input type="radio"/> Paketbox Torsgatan 13 Collect at parcel locker - PostNord (Torsgatan 13, 99 m)	Free
<input type="radio"/> Home delivery - PostNord Delivered to your home and you can update your delivery choice via PostNord App. Parcels weighing over 20 kg will be delivered to property front / curbside against signature	12,00 kr
<input type="radio"/> Ica Supermarket Sabbatsberg Collect at service point - PostNord (Dalagatan 9N, 714 m)	50,00 kr
<input type="radio"/> Office Depot Ingång Barnhusga Collect at service point - PostNord (Torsgatan 2, 145 m)	50,00 kr
<input type="radio"/> åhléns City Onlineutlämning Collect at service point - PostNord (Klarabergsgatan 50, 898 m)	50,00 kr

 Cap1 10,00 kr

Discount code

Subtotal 10,00 kr
Shipping FREE
Total SEK 10,00 kr

9. Shipping Options Language For Sweden

PostNord

Dashboard Account Settings **General Settings** Mapping Customs Settings Orders Help Logs

Shipping Options In Checkout: ENABLED

Sort Shipping Options In Checkout: DISABLED

Enable Auto Sync

Enable Auto Book

Postal Code Validation In Checkout: YES

Tracking: ENABLED

Weight Sync: Total Product Weight

Packaging Weight (in Grams):

Limit Shipping Options: Default Custom 3

Shipping Options Language For Sweden: SV EN Based on viewing language

Shipping Options Language For Other Countries: SV EN Based on viewing language

Paper Size: A4 A5 LETTER LABEL

Label Size: Standard Small

Using this option, you can set shipping options language for Swedish customers.

1. If you set SV on this, then your Swedish customers will see the shipping options in Swedish language.
2. If you set EN on this, then your Swedish customers will see the shipping options in English language.
3. If you set Based on viewing language on this, and if your customer viewing

your shop in Swedish language then your customer will see the shipping options in Swedish language, and if your customer viewing your shop in English language then they will see the shipping options in English language.

The screenshot shows a checkout page with a 'Delivery' section on the left and a summary section on the right. The 'Delivery' section includes fields for Country/Region (Sweden), First name (optional) (Nemi), Last name (optional) (test99), Company (optional), Address (Kungsgatan 1), Postal code (111 23), and City (Stockholm). There is a checkbox for 'Save this information for next time' which is checked. Below the delivery section is a 'Shipping method' section with a green border. It lists five options: 'Paketbox Grubbensringen 25' (Free), 'Paketbox Hagagatan 15a' (Free), 'Paketbox Torsgatan 13' (Free), 'Hemleverans - PostNord' (12,00 kr), and 'Ica Supermarket Sabbatsberg' (50,00 kr). The right side of the page shows a summary: 'Cap1' (10,00 kr), 'Subtotal' (10,00 kr), 'Shipping' (FREE), and 'Total' (10,00 kr).

10. Shipping Options Language For Other Countries

The screenshot shows the 'General Settings' page for PostNord. The 'Shipping Options In Checkout' section is expanded, showing 'ENABLED'. Below it are 'Sort Shipping Options In Checkout' (DISABLED), 'Enable Auto Sync' (checked), and 'Enable Auto Book' (checked). The 'Postal Code Validation In Checkout' is set to 'YES'. The 'Tracking' is 'ENABLED'. The 'Weight Sync' is 'Total Product Weight'. The 'Packaging Weight (In Grams)' is empty. The 'Limit Shipping Options' is set to 'Custom' with a value of 3. The 'Shipping Options Language For Sweden' is set to 'SV'. The 'Shipping Options Language For Other Countries' is set to 'EN', which is highlighted with a green box. The 'Paper Size' is 'A4' and the 'Label Size' is 'Standard'. A 'Save' button is at the bottom.

You can set shipping options language for other countries customers.

1. If you set SV on this, then your other countries customers will see the shipping options in Swedish language.
2. If you set EN on this, then your other countries customers will see the shipping options in English language.
3. If you set Based on viewing language on this, and if your customer viewing your shop in Swedish language then your customer will see the shipping options in Swedish language, and if your customer viewing your shop in English language then they will see the shipping options in English language.

Delivery

Country/Region
 Finland

First name (optional)
 Nemi

Last name
 test100

Company (optional)

Address
 Itämerenkatu 2

+ Add apartment, suite, etc.

Postal code
 00180

City
 Helsinki

Phone (optional)

Save this information for next time

Cap1 €0.95

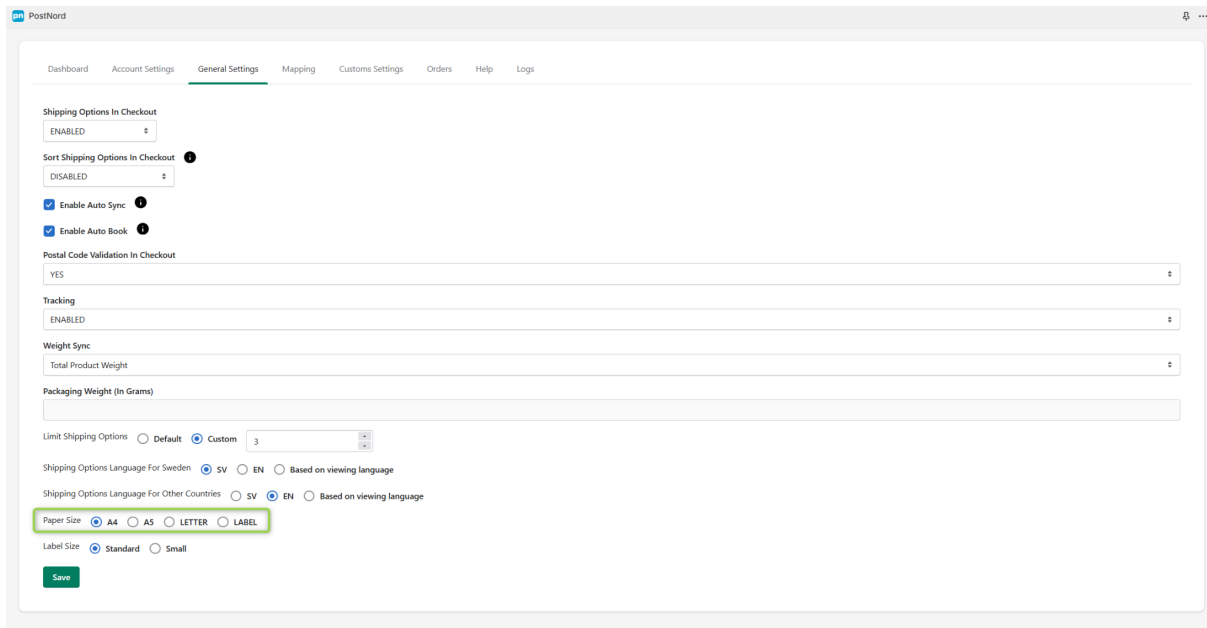
Discount code Apply

Subtotal	€0.95
Shipping	FREE
Total	EUR €0.95

Shipping method

- Postnord Automaatti Alepa Ruoholahdenkatu** **Free**
Collect at parcel locker - PostNord (Ruoholahdenkatu 23, 216 m)
- Postnord Automaatti K-citymarket Ruoholahti** **Free**
Collect at parcel locker - PostNord (Itämerenkatu 21, 630 m)
- Postnord Automaatti S-market Ruoholahti** **Free**
Collect at parcel locker - PostNord (Itämerenkatu 15, 440 m)
- To Service point or receivers address - PostNord** **Free**
Extra secure delivery that is signed by you as a receiver
- Home delivery - PostNord** **€1.95**
Delivered to your home and you can update your delivery choice via PostNord App. Parcels weighing over 20 kg will be delivered to property front / curbside against signature

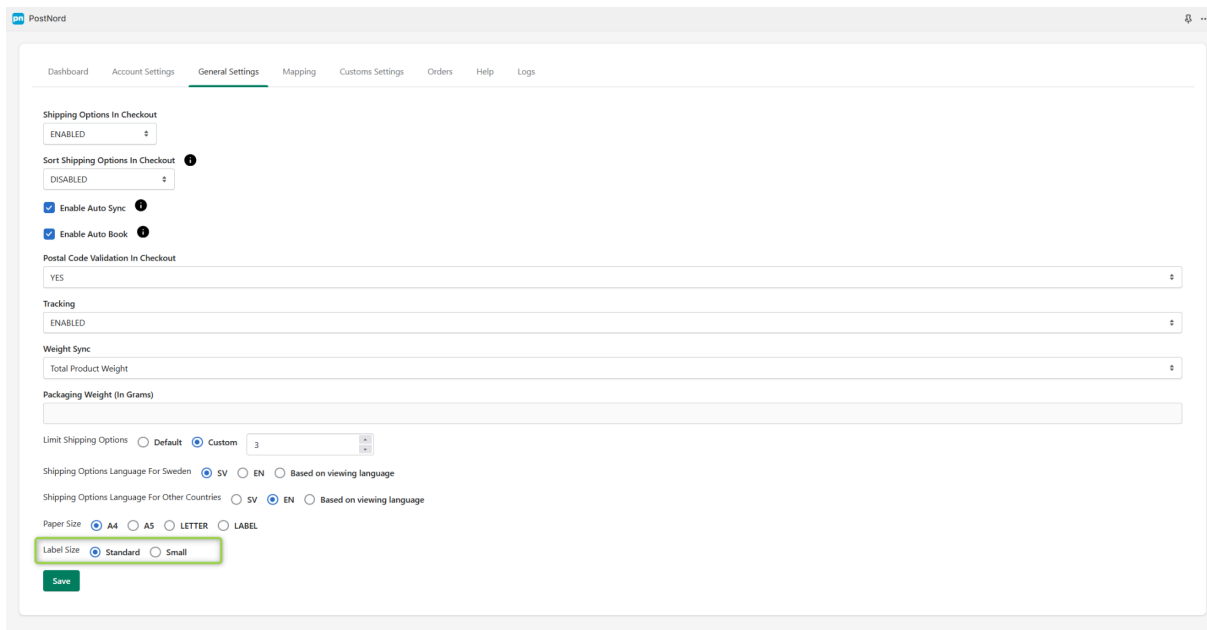
11. Paper size



The screenshot shows the 'General Settings' page in the PostNord system. The 'Paper Size' option is highlighted with a green box. The page includes various settings for shipping options, tracking, and weight sync. The 'Paper Size' dropdown is currently set to 'A4', with other options being 'A5', 'LETTER', and 'LABEL'. Below it, the 'Label Size' is set to 'Standard'.

You can set the paper size of your labels.

12. Label size



The screenshot shows the 'General Settings' page in the PostNord system. The 'Label Size' option is highlighted with a green box. The page includes various settings for shipping options, tracking, and weight sync. The 'Label Size' dropdown is currently set to 'Standard', with other options being 'Small'.

You can set the label size of your labels.

Uniwin Helpdesk

Uniwin
Service as it should be

Contact us on support@uniwin.se

Thank you!