

User Guide for ShipStation with Acumatica For ShipStation

By Kensium

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Version 0.4

877-536-7486
info@kensium.com
kensium.com



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1. Version History:

Ver. No	Date	Description of changes	Author	Reviewed By	Approved By
1.0	08/20/2019	Initial Draft	Asha A		
2.0	11/28/2019	Added Crs	Asha A		
3.0	4/17/2020	Added Section 7,8,9,10	Shabistan F		
4.0	01/12/2023	Updated the document	Umar M		
5.0	03/22/2024	Updated the implementation steps for existing customers when upgrading their Acumatica instance to version 23R2 or later and Currency rate type in SS setup screen	Babitha M		



2. Introduction

This document guides the user to setup, configure and use the ShipStation in Acumatica ERP

3. Installing Acumatica ERP Software Components

To install Acumatica ERP software components, run Acumatica ERP installation package, and follow the instructions of the Acumatica ERP Installer wizard:

- 1. On the Welcome page, click Next.
- 2. On the License Agreement page, read the license agreement. To accept the license agreement, click I Agree and then click Next.
- 3. On the Main Software Configuration page, specify the following options that you want, and then click Next
- 4. Launch the Acumatica ERP Configuration wizard: Select this check box to continue deploying the Acumatica ERP application instance once the Acumatica ERP software components are installed. If you clear this check box, you can run the Acumatica ERP Configuration wizard at a later time by launching the wizard from the Windows Start menu.
- 5. Install Report Designer: Select this check box to install the Report Designer component. If you clear this check box, you can install the Report Designer later by running the installation package.
- 6. Install Debugger Tools: Select this check box to install the Debugger Tools component. This installs debug version of Acumatica core libraries.
- 7. On the Confirm Installation page, click Next.

4. Deploying Acumatica ERP Application Instance

This wizard runs automatically once the software components of Acumatica are installed or you can run it anytime from the Windows Start menu.

- Run the Acumatica ERP Configuration wizard.
- On the Welcome page of the Acumatica ERP Configuration wizard, click Deploy New Application Instance.
- On the Database Server Connection page, specify the Microsoft SQL Server that will be used by the application instance being deployed and then click Next.
- On the Database Configuration page, specify the following options and then click Next:
- Create a new database: Select this option to create a new database and then enter a database name in the New database name field.
- Connect to an existing database: Select this option to select an existing database, and then click on a server name in the server list below.



• On the Company Setup page, specify the appropriate options to add companies for a multicompany application instance of Acumatica ERP. By default, the Configuration wizard creates a single company named Company.

• On the Database Connection page, specify the authentication method used by this application instance of Acumatica ERP to connect to the database, and then click Next.

- On the Instance Configuration page, specify the following options and then click Next:
- Instance Name: Enter a name for this application instance of Acumatica ERP.
- Create Portal: Leave this check box cleared. o Local Path to the Instance: Enter a path on the local computer to this application instance.
- Select an account to access ASP.NET application: Specify whether you want the Anonymous user account to be used to access ASP.NET, or specify another user account
- On the Web Site Configuration page, configure the list of Web sites and create a virtual directory. To use the URL of the IIS default site (i.e, http://www.domain.com), clear the Create Virtual Directory check box not to create a virtual directory.
- On the Confirm Configuration page, view the configuration settings you have specified and then click Finish to deploy this application instance.

5. Changing the Password at the First Logon

Every Acumatica ERP instance comes with the active default user account which you use to log on to the system. You start working with Acumatica ERP by changing the password for the default user.

To Change the Password for the Default User:

- Launch the application instance you have deployed
- On the Login page, enter the default credentials:
- Username: admin
- Password: setup
- To change the default password, type the new password in the New Password field and Confirm Password boxes.
- Click Login.

6. Implementation step for Existing Customers

After the upgrade from 23R1 or (older versions) to the 23R2 version there is a change in the endpoint contract versions where the older system contract is not supporting from 23R2 version. This may lead to store connection failures.



To overcome above issue: Before republishing the 23R2 ShipStation package, we need to execute the following steps as a precondition.

Steps: (Delete existing end point)

- Navigate to Web Service End point screen.
- Click on the KNShipStationEndpoint 17.200.001
- Web service endpoint screen system contract field automatically will be displayed with "3"
- Below is the screenshot for reference.

Search	<u>م</u> ال	A Cut Above Uniforms 🗸	2/20/2024 5/25 AM	0	💄 pushka AGA Pro	er duction 👻
Web Service Endpoints KNShipStationEndpoint 17.20	0.001			CU	STOMIZATION	T00L8 -
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+ INSERT	OENDPOINT PROPERTIES					
* ∰ ENDPOINT 9 ∰ Export 18 ∰ StipNetics	Endpoint Name. KNSkpStationEndpoint Bese Endpoint Name. Endpoint Version: 17.200.001 Base Endpoint Version System Contract: 3					

- Click on Delete Button
- Click on save button.
- Republish the 23R2 ShipStation (ShipStation Acumatica2023R2)
- Now again navigate to Web Service Endpoints.
- Click on KNShipStationEndpoint 17.200.001
- Click on Endpoint properties tab and System contract should display now with "4."

Acumatica	Search C	<u>.</u> ව	Revision Two Products Products Wholesale	3/22/2024 12:43 AM	0	admin a Company	^{dmin} ~
Favorites	Web Service Endpoints KNShipStationEndpoint 17.20	0.001			CUST	OMIZATION	TOOLS -
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Time and Expenses		ENDPOINT PROPERTIES Endpoint Name: KNShipStatonEndpoint Base Endpoint Name:					
Finance	ie — Export ie — ShipNotice	Endpoint Version: 17.200.001 Base Endpoint Version: System Contract: 4					
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Sales Orders							
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D Inventory							
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Note:

- If you follow above all steps, store connection will be successful, and syncs will work as expected.
- If we have already published the packages without precondition, then store connection will fail. Even in that case please follow above steps (delete existing end point & Republish 23R2 package) to establish store connection back.

7. Publishing the Customization Projects

Navigation: SYSTEM-> CUSTOMIZATION->MANAGE-> CUSTOMIZATION PROJECTS

The Publish Customization displays the list of customization projects available for the current application instance.

7 Favorites		nization Projects	☆					CUSTOMIZATION TOOL
) Time and Expenses	ů I	∽ + ×	PUBLISH - UNPUBLISH ALL	IMPORT *	EXPORT VIEW PUBLISHE	D VALIDATIONS -		
J Time and Expenses	8 🗆	Published	* Project Name	N	Level Screen Names	Description	Created By	Last Modified On
Finance			FSUpdateDatesV2	43		SM Demo Data	admin admin	5/6/2019
j rinance			KNShipStationD16Aug2019V3		SO302000	KNShipStation Customization packag	admin admin	8/16/2019
Banking	> 🗹		KNShipStationD16Aug2019V4		SO302000	KNShipStation Customization packag	admin admin	8/16/2019
Danking			POstatus		PO301000	Adds tab on PO for tracking overseas	admin admin	11/4/2016
Projects								
Payables								

• Import the customization package using the Import Button.

• Click on Browse button and select the required package

🖣 Acumatica	Search	Q			Revision To Products Wh	vo Products elesale
O Faceboo	- 4 Search Des	ktop		IMPORT - EXPORT VIEW PUBLI	ISHED VALIDATIONS -	
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System Folder CA Packages File folder Desktop Folders File folder			E.	Open Package File path: Choose File No file	chosen UPLOAD	
KNShipStationD Compressed (zip		2	-			
e: KNShipStationD16Aug2	019V4 WinZip File Open	Cancel				
Dashboards						



• The selected package will display in the open package popup. Click on the UPLOAD button

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• The imported package will be shown in the grid.

Acumatica	Search	2	Q		Revision Two Products Products Wholesale	✓ 8/18/2019 12:09 AM ✓	💿 💄 admin admin 🗸
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Ç Dunning			POstatus	PO301000 Add	s tab on PO for tracking ove	admin admin	11/4/2016
Projects							
Payables							
+ Receivables							
Sales Orders							

- Select the check box which is displayed on the left side of the record in project and click Publish. The package will be published.
- Once the package got published, the check box under the published column will display as selected against the imported package.

ustomization	1 0	New York -	Customization Projects 🚖				CUSTOMIZATION	HEL
Type your query here Searc	h C		+ × PUBLISH - UNPUBLISH ALL IMP	ORT + EXPORT VIE	W PUBLISHED			
	88	Published	* Project Name	Leve	Screen Names	Description	Created By	
MANAGE			Case062491				Jini	
Customization Projects			DDPCustomization		IN101000,IN2020		admin	
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Lists as Entry Points		Building	directory '\WebSiteValidationDomain\Api\'.	1.1.1.1.1.1.1				
Pivot Tables			directory '\WebSiteValidationDomain\App_RuntimeCo directory '\WebSiteValidationDomain\Controls\'.	le\'.				
Dashboards	-	Building	directory '\WebSiteValidationDomain\CstPublished\	pages_so\'.				- 82
Site Map	>	Building Building	directory '\WebSiteValidationDomain\MasterPages\' directory '\WebSiteValidationDomain\Customization					- 64
Portal Map		Building	directory '\WebSiteValidationDomain\ExternalResou	ce\'.				- 12
Filters		Building Building	<pre>directory '\WebSiteValidationDomain\Mobile\'. directory '\WebSiteValidationDomain\Pages\SH\'.</pre>					- 84
External Applications		Building	directory '\WebSiteValidationDomain\Pivot\'.					
Application Resources			directory '\WebSiteValidationDomain\'. time, in seconds: 92,4629388					
PROCESS								
Refresh Application Access Tokens		Validatio	n has been finished successfully.					
EXPLORE		[management of]						
Source Code		Publish	Warning. Active website users will be logged out.					
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Q Danking			POstatus	PO301000 Adds	tab on PO for tracking ove	admin admin	11/4/2016
Projects							
Payables							
+ Receivables							
Sales Orders							

Note: If a user needs to publish multiple packages, select the respective packages, then click on the publish button.

8. Store Setup Configuration in ShipStation

Navigation: ACCOUNT SETTINGS -> SELLING CHANNEL -> STORE SETUP -> CONNECT A STORE OR MARKETPLACE

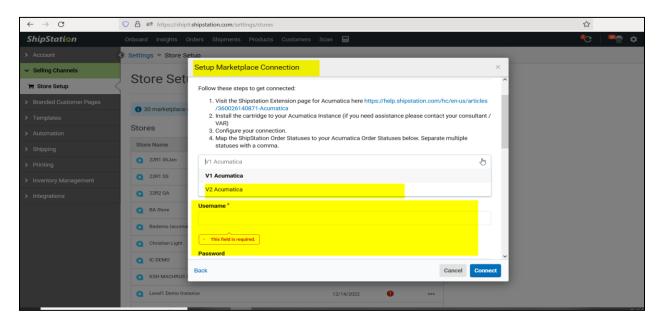
ShipStation	Welcome Insights Orders Shipment	s Products Customers	▤			с	*	8	•
Account	Settings » Store Setup						1		
 Selling Channels 2 ■ Store Setup 3 	Store Setup	our current subscription support	s stores i	n unlimited marketplace(s).]				
Automation Shipping Printing	Show Inactive Stores			+ Connect a Store or Marketplace	4				
	Store Name	Last Modified	Active	Actions					
 Templates 	Acumatica Test Instance	01/29/2018	~	Edit Connection					
Inventory Management	🍄 Manual Orders	11/27/2017	~	Edit Connection					
Integrations									
 Branded Customer Pages 									
ŧ									

• Click on Create a store or Marketplace opens an Add Store popup window, select "Acumatica "from the available icons.



$\leftarrow \ \rightarrow \ \mathbf{C}$	○ A = ht	tps://ship9.shipstation.com/settings	/stores				5						
ShipStation		sights Orders Shipments Pr					*C **						
> Account	3 Settings »	Store Setup											
✓ Selling Channels	Ctore	Connect a Marketplace ×											
📜 Store Setup	Store	Search for Stores and Marketplaces by typing the name here											
> Branded Customer Pages	(1) 30 ma	Connect with a Marketplace	by clicking in the list below										
> Templates						^							
> Automation	Stores	•				11							
> Shipping	Store Na	Acumatica	EL	amazon	amazon.com.au								
> Printing	Q 22R1	ACUINALICA The Cloud ERP	Alibaba.com										
> Inventory Management	Q 22R1	Connect	Connect	Connect	Connect								
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		Connect	Connect	Connect	Connect								
	💁 кѕн					~							
	C Level	1 Demo Instance	12/1	14/2022									

- Provided a dropdown 'Select Acumatica Version' with options.
- Certified Acumatica- the Order from Acumatica will sync to Middleware and from Middleware SS will retrieve Acumatica orders
 - Select the 'V2 Acumatica' version as follows.



- Provide the Acumatica URL to which the connection must be made in the Base URL field.
 - Enter the **Username** of the Acumatica instance.
 - Enter the **Password**.
 - Enter the **Company Name**.



- o Enter the Company ID
- o Click Connect

Setup Marketplace Connection	\times
Follow these steps to get connected:	
 Visit the Shipstation Extension page for Acumatica here https://help.shipstation.com/hc/en- us/articles/360026140871-Acumatica Install the cartridge to your Acumatica Instance (if you need assistance please contact your consulta VAR) Configure your connection. Map the ShipStation Order Statuses to your Acumatica Order Statuses below. Separate multiple statu with a comma. 	
V2 Acumatica	-
Base Url	
https://acutest.kensiumsolutions.com/	
Username *	
admin	
Password	
admin123	
Back Cancel Co	nnect

Screenshot 2:

Setup Marketplace Connection		×
with a comma.		
V2 Acumatica		-
Base Url		
https://acutest.kensiumsolutions.com/		
Username *		
admin		
Password		
admin123		
Company Name		
Company		
Company ID		
2		
Back	Cancel	Connect

- Base URL: Example: <u>https://acumatica.com/</u>
- <u>Username</u> Needs to enter the above instance

Username Example – admin/Test user

• **Password** Enter the respective instance of Password

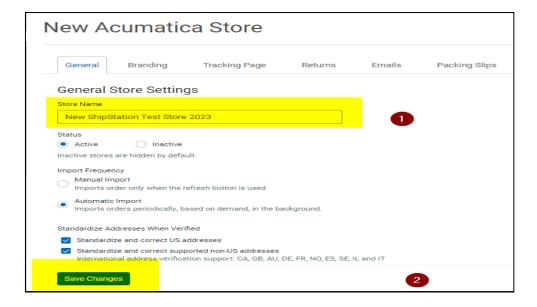
Status Make sure the Status selected in the Acumatica ShipStation configuration should display here, else enter the required Status in the text boxes.



- Click on "Connect "validates the URL and its respective credentials display a success message else it will display validation.
- The Store Name will display as New Acumatica Store in the grid, click on (...) it against the store and then click on Edit Store Details

٩	New Acumatica Store	12/18/2022	 ✓ 	
٩	New Acumatica Store	12/14/202		-
~	New Acumatica Store	01/05/2025	Edit Marketplace Con	nnection
•		01/05/2025		
٩	New Acumatica Store		0	***
٩	New Acumatica Store		9	

- Page will be redirected to new and displayed with New Store details and it will be displayed like shown below
- Provide all necessary details in General Tab.
- Provide Store name. Select below required checkboxes/radio button and click on Save Changes under store



• In Branding provide some Company name



ShipStation	Onboard Insights Orders Shi	pments Products	Customers Scan					0	[∞] ≣	٥	0
> Account	Settings » Store Setup										
✓ Selling Channels	22D1 06 lon										
📜 Store Setup	22R1 06Jan										
> Branded Customer Pages	Orecard Deve free	Tracking Dama	Datuma Emil	la Dashian Olian	Deadurate	China in a Comina	A =1				
> Templates	General Branding	Tracking Page	Returns Ema	ls Packing Slips	Products	Shipping Services	Activity				^
> Automation	Your store's brand is use	d on Packing Slips, C	ustom Tracking Pa	ges, Returns Pages, and	Shipment notif	ication emails.					
> Shipping	Branded Pag	jes Genera	I Settings								
> Printing											
> Inventory Management	Company Name	22R1 06Jan									
> Integrations	Company Rune	Always use Company	Name on the Return Add	ress printed on outbound label	5.						
	Phone										
		Allowed characters:	alphanumeric () . : and -								
	Email										
	Store Logo										
				Upload a Logo File							~

9. ShipStation Configuration in Acumatica

• This screen allows the user to define the basic configuration settings for ShipStation.

Screenshot:

	ShipStation Configu	uration			D NOTES
C Data Views	s 🖪				
한 Time and Expenses	CONFIGURATION SETTIN	4GS			
	* Export Entity Type:	Shipment	-		
Finance	* Ship Via	FEDEX 1 DAY	-		
	Modify ShipVia on Shi	pment Confirmation			
S Banking	Carrier:	1STCLASS	م		
	Default Box:	BOX1	Q		
Payables	Default Shipping Terms:	TESTSHIP	Q		
	Weight Unit:	Pounds	-		
Receivables	🖉 🗹 Import Freight cost val	lue from ShipStation on Shipm	nent Confirmat		
	Replace blank Bill To/S	Ship To Company Name with	Customer Name	Da	
Sales Orders	Export Page Size:	100			
	Adjust export date by:	0			
Purchases	Notify on Orders/Shipr	ment Deletion			
	NOTES:				
lnventory	 a. If any Orders or Shipments fail same is excluded. This informatio with a text that says Order/Shipme logs regularly for any specific mes 	the required length or mandatory o n will be logged in the screen called ent XYZ skipped because of specifi ssages there.	onditions of ShipStation, the d "ShipStation Log Details" Ic reason. Please monitor the		
More Items	Deletion feature activated: in this	pStation and then deleted in Acuma scenario when Shipment confirmati happen in Acumatica except for an	ion is received from		
	c. It is recommended that you act	wate the Notify on Deletion feature	so that you are warned		

- **Export Entity Type**: This option allows the user to select the export type to be either Orders or Shipments, and the selected entity is sent across to ShipStation from Acumatica.
- Order Type: This option allows the user to select more than one order type (*Automation Behavior* >*Sales order type only*) from the drop-down list available. These are the orders that are eligible to be sent across to ShipStation through the order retrieval API.
- Enable support for Partial/Split shipments from ShipStation Check box: Enabling this feature means that if an order is set to Ship Complete and partial shipment notification is received from ShipStation, then the order is set to Backorder Allowed automatically so that the shipment data can be processed.



- Modify Ship Via on Shipment Confirmation: If the user selects the checkbox, below are the expected results.
 - Validation message will be displayed when the user selected this checkbox and tries to save the page without providing the carrier.
 - If this checkbox is selected and now the user will see the updated ship via during shipment confirmation.
- **Default Box:** This option allows the user to select the Default box from the list of SS Default boxes.
- **Default Shipping Terms:** User will be allowed to select the default shipping term from the selector, below are the expected results.

Example: When FALTRATE1 Is selected in the configuration screen

ShipStation Configuration
CONFIGURATION SETTINGS
* Export Entity Type: Order *
* Order Type: SO - Sales Order *
🗢 🗹 Enable support for Partial/Split Shipments from Shipstation
✓ Modify ShipVia on Shipment Confirmation
Carrier: WILLCALL
Default Box: LARGE O
Default Shipping Terms: FLATRATE1
Weight Unit: Pounds
Import Freight cost value from ShipStation on Shipment Confirma
🖉 🗹 Replace blank Bill To/Ship To Company Name with Customer Name
Export Page Size: 100
Adjust export date by: 0
Notify on Orders/Shipment Deletion
NOTES:
a. If any Orders or Shipments fail the required length or mandatory conditions of ShipStation, the same is excluded. This information will be logged in the screen called "ShipStation Log Details" with a text that says Order/Shipment XYZ skipped because of specific reason. Please monitor the logs regularly for any specific messages there.
b. If a shipment is exported to ShipStation and then deleted in Acumatica without the Notify on Deletion feature activated; in this scenario when Shipment confirmation is received from ShipStation no further action will happen in Acumatica except for an entry in the logs
c. It is recommended that you activate the Notify on Deletion feature so that you are warned when you try to delete and Order or Shipment in Acumatica and if that same entry is already present in the ShipStation system

- Place a Sales order and export to ShipStation and then create a tracking detail in the portal.
- Fetch the details back to Acumatica and verify the Freight price field.
- As per the shipping terms configuration the Freight price will be updated under Shipping TAB.

Before Export to ShipStation:

🔲 Menu	Search	<u><</u> ව		Acumatica	Revision Two Products Products Wholesale	1/17/2023 6.47 PM	0	🚨 adm	nin admir pany
hipments					L' NOTES	ACTIVITIES FILE	s cust	OMIZATION	TOOL
05047 - USA Ba									
	0 + E K < > >I	CONFIRM SHIPMENT HO	LD EXPORT TO SHIPHAWK ···						
hipped By:									
DETAILS ORDER	IS SHIPPING SHIPSTATION INFO S	HIPHAWK INFO PACKAGES							
HIP-TO CONTACT -		SHIPPING INFORMATION -							
	Override Contact								
Account Name:	USA Bartending School	Ship Via:	,0 SHOP FOR RATES						
Attention:	Receiving		El WII Call						
Phone 1:	+1 (777) 532-9522	FOB Point: Shipping Terms:	<u>م</u>						
Email:	barkeep@usabartend.con	Shipping Jerms: Shipping Zone ID:							
HIP-TO ADDRESS		Terms Of Sale (Incoterm)							
	Override Address	Billing Reference # (DH							
	ADDRESS LOOKUP	Delivery Confirmation:							
Address Line 1:	201 Lower Notch Rd	Endorsement							
Address Line 2:			Residential Delivery						
City:	Little Falls		Saturday Delivery						
Country:	US - United States of America		Use Customer's Account						
State: Postal Code:	NJ - NEW JERSEY 07424		C Insurance						
Latitude:	01424	Freight Currency:	USD .0 1.00 * VIEW BASE						
Longitude:		Freight Cost:	0.00						
Longitude.			Override Freight Price						
		Invoice Freight Price B	Shipment						
		Freight Price:	0.00						
	trial mode. Only two concurrent users are allow								



After importing ShipStation details:

🗮 Menu	Search	<mark><</mark> හ	🗨 Acumatica
Shipments 005047 - USA Barte	ending School		
• 🛱 🛱 🖌	+ 🗇 I< < > >I	CONFIRM SHIPMENT HOLD	EXPORT TO SHIPHAWK ····
DETAILS ORDERS	SHIPPING SHIPSTATION INFO	SHIPHAWK INFO PACKAGES	
SHIP-TO CONTACT		SHIPPING INFORMATION	
Account Name:	Override Contact USA Bartending School		GRC P SHOP FOR RATES
Attention: Phone 1:	Receiving +1 (777) 532-9522	FOB Point:	ail م
Email:	barkeep@usabartend.con	Shipping Terms: FLATR. Shipping Zone ID:	ATE1 - Flat Rate Shipping - Am 🔎
	Override Address	Terms Of Sale (Incoterm): Billing Reference # (DH	*
Address Line 1: Address Line 2:	201 Lower Notch Rd	Delivery Confirmation:	vddress Verification
City: Country:	Little Falls US - United States of America	Endorsement:	▼ ential Delivery
State: Postal Code:	NJ - NEW JERSEY 07424		day Delivery sustomer's Account
Postal Code: Latitude:	07424	Insura -	
Longitude:		Freight Cost:	0.00 VIEW BASE
		Overn Invoice Freight Price B Shipme	ide Freight Price nt
		Freight Price:	10.00

• Above Freight price will be updated as per the default Acumatica shipping term configuration shown below

Default Shipping term configuration:

Shipping Terms FLATRATE1 - Flat Rate Shipping - Amount of Order ← P	≡	∃ Menu			Search		Q	C
* Term ID: * Description: Invoice Freight Price B Break Amount •	FL	ATRATE1 -					N	
* Description: Invoice Freight Price B Flat Rate Shipping - Amount of C Shipment		· ••• •••					~	
Invoice Freight Price B C + × Image: Shipment in the shipment in								
Break Amount Freight Cost % Invoice Amount % Shipping and Handling Line Handling 0.00 0.00 0.00 5.00 0.00 50.00 0.00 0.00 10.00 0.00			Price B					
Amount % Amount % and Handling Handling 0.00 0.00 0.00 5.00 0.00 50.00 0.00 0.00 10.00 0.00	C) + ×	+-+	x				
> 50.00 0.00 0.00 10.00 0.00			Freigh			and		
		0.00		0.00	0.00	5.00	0.00	0
100.00 0.00 0.00 15.00 0.00	>	50.00		0.00	0.00	10.00	0.0	0
		100.00		0.00	0.00	15.00	0.00	0

- Weight Unit: This option allows the user to select the Weight Unit from the drop-down list. Example: Pounds/Ounces/Grams
- Import Freight cost value from ShipStation on Shipment Confirmation:
 - In ShipStation, while the carrier is added such as FedEx Ground etc, some amount is charged for the products to be transported which is the freight cost Select the checkbox against this option if you



want the Shipment Freight charges from ShipStation to be assigned to Acumatica when the shipment is confirmed. If this check box is not selected, even though the freight charges are calculated in ShipStation but the value of the Freight charges in Acumatica is not updated and remains zero.

• Select the checkbox against Import Freight cost value from ShipStation on Shipment Confirmation.

☆ Favorites	ShipStation Configu	Iration			NOTES FILES	то
🕒 Data Views	د ا					
* -	CONFIGURATION SETTIN	IGS				
Time and Expenses	* Export Entity Type:	Shipment	-			
	* Ship Via:	FEDEX 1 DAY				
Finance	Modify ShipVia on Ship	pment Confirmation				
	Carrier:	1STCLASS	Q			
S Banking	Default Box:	BOX1	Q			
~	Default Shipping Terms:	TESTSHIP	Q			
Payables	Weight Unit:	Pounds	-			
-	Import Freight cost val	ue from ShipStation on Ship	ment Confirmat			
Receivables	Replace blank Bill To/S	Ship To Company Name with	Customer Name			
	Export Page Size:	100				
Sales Orders	Adjust export date by:	0				
	Notify on Orders/Shipn	nent Deletion				
Purchases	NOTES:					
	a. If any Orders or Shipments fail t same is excluded. This information	the required length or mandatory	conditions of ShipStation, the			
lnventory	with a text that says Order/Shipme logs regularly for any specific mes	ent XYZ skipped because of spec	ific reason. Please monitor the			
	 b. If a shipment is exported to Ship Deletion feature activated; in this s 	Station and then deleted in Acu	matica without the Notify on			
More Items	ShipStation no further action will h	appen in Acumatica except for a	n entry in the logs			
<	c. It is recommended that you activity when you try to delete and Order of the o	vate the Notify on Deletion featur	e so that you are warned			

• Here are the total charges that ShipStation charges for freight:

Order Details				5	
Order Summar	/			Service	UPS® Ground
Order Date Order Date O1/09/2023 Paid Date D1/09/2023 Ship By - Hold Until - This is a gift	Cost Ex Product \$0.00 Shipping \$0.00 Tax \$0.00 Total \$0.00 Total Paid 9 \$0.00	Itt Recipient Ship To A Baby Inc. A BABY INC. 1958 59TH ST BROOKLYN, NY 11204-2388 US 718-633-3730 ▲ Suite / Apt Number Not Found or Inval Tax Information - Sold To A Baby Inc. ↓ 718-633-3730 ■ accounting@ababy.com ▲ C-00000003	Edit Validate Address Add	Size Confirmation	IO PM
ler Items			Split Ship	Shipping Account	t RN LIVE ACCOUNT - PLZ VOID

• Now the same amount will be seen in Acumatica in that shipment under the SHIPPING SETTINGS as follows.

• Replace blank Bill to/Ship To Company Name with Customer Name:

Since ShipStation requires the Company Name as a mandatory value, in case of the company name is blank, the plugin exports the Customer Name as Company Name to ensure that the export of the order/shipment is not impacted



• While placing an order from Acumatica, if the Company Name under the **FINANCIAL SETTINGS** and the **SHIPPING SETTINGS** tabs are not provided.

Acumatica	Search	۹.						Revision Tw Products Who	o Products 🗸	4/19/2020 11.23 PM	~ (D 🔺 admin Compan	admin v
Favorites	Sales Orders							NOTES	ACTIVITIES	FILES NOTIFI	ICATIONS	CUSTOMIZATION	тоо
Data Views	SAVE & CLOS			JICK PROCESS A	CTIONS - REPOR	RTS -							
-	Order Type: SO	,o + Customer: A	ABARTENDE - USA Bartending Schor P	Ordered Qty.:	2.00								
Finance	Order Nbr.: SOO	105271 ,P + Location: N	MAIN - Primary Location	Discount Total:	0.00								
	E Ho		JSD P 1.00 + VIEW BASE	VAT Exempt T	0.00								
Payables	Status: Ope		Credit Hold	VAT Taxable T	0.00								
			C - Non-Project Code ,O	Tax Total:	0.00								
Receivables	* Requested On: 4/16			Order Total:	1,010.00								
	External Refer	Description											
Sales Orders	External Refer												
~	DOCUMENT DETAILS	S TAX DETAILS COMMISSION	NS FINANCIAL SETTINGS PA	MENT SETTINGS	HIPPING SETTINGS	DISCOUNT DETAILS	SHIPMENT	S PAYME	NTS TOTAL	.s			
Purchases	BILL-TO CONTACT		FINANCIAL INFORMATIC										
Inventory	BILL TO CONTROL	Override Contact	* Branch	PRODWHOLE - Prod	urts Wholesale								
640 inventory	Company Name:			Override Tax Zone									
Configuration	Attention	Accounts Receivable	Customer Tax Zone:										
	Phone 1.	+1 (908) 532-9522	Entity Usage Type										
	Phone 1: Email:	+1 (908) 532-9522 barkeep@usabartend.con	Entity Usage Type	Bill Separately	*								
				Bill Separately	.*								
	Email: BILL-TO ADDRESS —		Invoice Nbr: Invoice Date:										
Dashboards	Email: BILL-TO ADDRESS — Address Line 1:	barkeep@usabartend.con	Invoice Nbr: Invoice Date: * Terms	Bill Separately 30D - 30 Days	۰ م								
 Dashboards Magento Connector 	Email: BILL-TO ADDRESS — Address Line 1: Address Line 2:	barkeep@usabartend.con Override Address 201 Lower Notch Rd	Invoice Nbr.: Invoice Date: * Terms: Due Date:										
 Dashboards Magento Connector 	Email: BILL-TO ADDRESS Address Line 1: Address Line 2: City:	barkeep@usabartend.con Override Address 201 Lower Notch Rd Little Falls	Invoice Nbr.: Invoice Date: * Terms: Due Date: Cash Discount Date:										
 Dashboards Magento Connector 	Email: BILL-TO ADDRESS - Address Line 1: Address Line 2: City: Country:	barkeep@usabartend.con Override.Address 201 Lower Notch Rd Little Fails US - United States of America	Invoice Nbr.: Invoice Date. * Terms: Due Date: Cesh Discount Date. Post Period:										
 Dashboards Magento Connector 	Email: BILL-TO ADDRESS — Address Line 1: Address Line 2: City: Country: State:	barkeep@usabartend.com	Invoice Nor: Invoice Date: * Terms: Due Date: Ceah Discount Date: Peat Period: Orig. Order Type:										
 Dashboards Magento Connector 	Email: BILL-TO ADDRESS - Address Line 1: Address Line 2: City: Country:	barkeep@usabartend.con Override.Address 201 Lower Notch Rd Little Fails US - United States of America	Invoice Nbr.: Invoice Date. * Terms: Due Date: Cesh Discount Date. Post Period:										
Dashboards	Email: BILL-TO ADDRESS — Address Line 1: Address Line 2: City: Country: State:	barkeep@usabartend.com	Invoice Nor: Invoice Date: * Terms: Due Date: Ceah Discount Date: Peat Period: Orig. Order Type:	30D - 30 Days									

• Now if the check box against Replace blank Bill to/Ship To Company Name with Customer Name is selected under the ShipStation Configuration screen as follows.

≡ Menu	Search	٩	3		Q A
ShipStation Configu	iration				
\$					
CONFIGURATION SETTIN	IGS				
* Export Entity Type:	Order	~			
* Order Type:	SO - Sales Order	~			
🗢 🛃 Enable support for Par	tial/Split Shipments from Ship	station			
✓ Modify ShipVia on Ship	oment Confirmation				
Carrier:	WILLCALL	Q			
Default Box:	LARGE	0			
Default Shipping Terms:	FLATRATE1	Q			
Weight Unit:	Pounds	~			
Import Freight cost value	ue from ShipStation on Shipm	ent Confirma			
Replace blank Bill To/S	hip To Company Name with C	ustomer Name			
Export Page Size:	100				
Adjust export date by:	•				
Notify on Orders/Shipm	nent Deletion				
NOTES: a. If any Orders or Shipments fail t	the required length or mandatory or will be looged in the screen called	nditions of ShipStation, the			
with a text that says Order/Shipme logs regularly for any specific mes	nt XYZ skipped because of specific	reason. Please monitor the	•		
Deletion feature activated: in this s	Station and then deleted in Acuma cenario when Shipment confirmation appen in Acumatica except for an e	on is received from			
c. It is recommended that you active when you try to delete and Order of present in the ShipStation system	vate the Notify on Deletion feature (or Shipment in Acumatica and if that	o that you are warned t same entry is already			

• Now, even if the Company Name was not provided, the system replaces the value with the Customer in Acumatica and displays that as the buyer's name in ShipStation.



Acumatica	Search		Q							Re Pro	vision Two Pro ducts Wholesale	oducts 🗸	4/19/2020 11:30 PM	0	admir Compa	ny N
🟠 Favorites	Sales Orders	5								C	NOTES AC	TIVITIES	FILES NOTIFICA	TIONS	CUSTOMIZATION	TOOLS
🕑 Data Views	← SAVE &	CLOSE 🖾	∽ + â	0 • K K	> >I QUICK	PROCESS ACT	TIONS - REF	PORTS +								
Data Views	* Order Type:	SO ,0	* Customer	ABARTENDE - USA	Bartending Schoi 🔎 🧷	Ordered Qty.	2.00									
Finance	Order Nbr.:	SO005271 ,P		MAIN - Primary Local		Discount Total:	0.00									
<u>_</u>	Status:	Hold Open	Currency:	USD ,P 1.00	* VIEW BASE	VAT Exempt T	0.00									
Payables	* Date:	4/16/2020 +	* Project:	X - Non-Project Code	20	Tax Total:	0.00									
Receivables	* Requested On:	4/16/2020 -				Order Total	1,010.00									
C Receivables	Customer Ord		Description:													
Z Sales Orders	External Refer															
	External Refer	TAILS TAX C	DETAILS COMMIS	SIONS FINANCIAL	SETTINGS PAYMEN	NT SETTINGS SH	IIPPING SETTING	SS DISCOUM	NT DETAILS	SHIPMENTS	PAYMENTS	TOTAL	S			
			DETAILS COMMIS			NT SETTINGS SH		t DISCOUN	NT DETAILS	SHIPMENTS	PAYMENTS	TOTAL	S			
Purchases	DOCUMENT DE	× ALLO		OICE ADD STOCK					NT DETAILS Qty. On Shipments	SHIPMENTS Open Qty.	PAYMENTS Unit Price		S Shipping Rule		Ext. Price	
Purchases	DOCUMENT DE	• × ALLO	Interview ID Inter	OICE ADD STOCK	ITEM POLINK IN	IVENTORY SUMMARY	r H X	t	Qty. On			Manual				Discount Percent 0.000000
Purchases	DOCUMENT DE	• × ALLO	Interview ID Inter	e Warehouse	ITEM POLINK IN	IVENTORY SUMMARY	r ⊢ ⊠ •uom	1. Quantity	Qty. On Shipments	Open Qty.	Unit Price	Manual Price	Shipping Rule			
Purchases	DOCUMENT DE	• × ALLO	Interview ID Inter	e Warehouse	ITEM POLINK IN	IVENTORY SUMMARY	r ⊢ ⊠ •uom	1. Quantity	Qty. On Shipments	Open Qty.	Unit Price	Manual Price	Shipping Rule			Percent
Purchases	DOCUMENT DE	• × ALLO	Interview ID Inter	e Warehouse	ITEM POLINK IN	IVENTORY SUMMARY	r ⊢ ⊠ •uom	1. Quantity	Qty. On Shipments	Open Qty.	Unit Price	Manual Price	Shipping Rule			Percent
 Purchases Inventory Configuration Dashboards 	DOCUMENT DE	• × ALLO	Interview ID Inter	e Warehouse	ITEM POLINK IN	IVENTORY SUMMARY	r ⊢ ⊠ •uom	1. Quantity	Qty. On Shipments	Open Qty.	Unit Price	Manual Price	Shipping Rule			Percent
 Sales Orders Purchases Inventory Configuration Dashboards Magento Connector More Items 	DOCUMENT DE	• × ALLO	Interview ID Inter	e Warehouse	ITEM POLINK IN	IVENTORY SUMMARY	r ⊢ ⊠ •uom	1. Quantity	Qty. On Shipments	Open Qty.	Unit Price	Manual Price	Shipping Rule			Percent
 Purchases Inventory Configuration Dashboards Magento Connector 	DOCUMENT DE	• × ALLO	Interview ID Inter	e Warehouse	ITEM POLINK IN	IVENTORY SUMMARY	r ⊢ ⊠ •uom	1. Quantity	Qty. On Shipments	Open Qty.	Unit Price	Manual Price	Shipping Rule			Percen

Note:

If the check box against Replace blank Bill to/Ship To Company Name with Customer Name isn't selected and the order was placed without the Company Name under the FINANCIAL SETTINGS and SHIPPING SETTINGS tabs again, the system doesn't sync this order from Acumatica to ShipStation and it displays an error related to this under ShipStation Log Details screen as "Order Skipped: Bill To Name may not be empty" as Company Name is a mandatory field to sync the order from Acumatica to ShipStation.

=	∃ Menu	Search	c	<u>ଏ</u> ଓ			Acumatica	Revision Two Products 1/17 Products Wholesale 7:40	7/2023 РМ ~
Sh	nipStation Log Deta	ails							
Ö	Ω ⊟ H	X							
0		×							
3	Request Requested ID Date	Entity Type	Action Name	* Sales Order Nbr.	Shipment Nbr.	Level	Data from ShipStation	Description	
	38 08-01-2023 02	Shipment	ShipNotify		004990	Information	" xml version=\"1.0\" encoding=\"UTF-8\"</td <td>Shipment Updated and confirmed succ</td> <td>essf</td>	Shipment Updated and confirmed succ	essf
	37 08-01-2023 02 1	Shipment	Export		004989	Error		Shipment Skipped: Item - Name may r	not b
	37 06-01-2023 02 3	Shipment	Export		004988	Error		Shipment Skipped: Item - Name may r	not b
	36 08-01-2023 02 3	Shipment	Export		004989	Error		Shipment Skipped: Item - Name may r	not b
	36 06-01-2023 02	Shipment	Export		004988	Error		Shipment Skipped: Item - Name may r	not b
	35 06-01-2023 02 3	Shipment	Export		004989	Error	898	Shipment Skipped: Item - Name may r	not b
	35 08-01-2023 02	Shipment	Export		004988	Error	***	Shipment Skipped: Item - Name may r	not b
	34 06-01-2023 02 1	Shipment	Export		004988	Error	**	Shipment Skipped: Item - Name may n	ot be
	33 06-01-2023 02 3	Shipment	Export		004988	Error	***	empty	
	32 08-01-2023 01	Shipment	Export		004988	Error	***	Shipment Skipped: Item - Name may r	not b
	31 06-01-2023 01	Shipment	Export		004988	Error		Shipment Skipped: Item - Name may r	not b
	30 06-01-2023 01	Shipment	Export		004988	Error	850	Shipment Skipped: Item - Name may r	not b
	29 08-01-2023 01	Shipment	Export		004988	Error	858	Shipment Skipped: Item - Name may r	not b
	28 06-01-2023 01	Shipment	Export		004988	Error	***	Shipment Skipped: Item - Name may r	not b
	27 06-01-2023 01	Shipment	Export		004988	Error	***	Shipment Skipped: Item - Name may n	not b
	26 06-01-2023 01	Shipment	Export		004988	Error	***	Shipment Skipped: Item - Name may r	not b
	25 08-01-2023 01	Shipment	Export		004988	Error		Shipment Skipped: Item - Name may r	not b
	24 06-01-2023 01	Shipment	Export		004988	Error	***	Shipment Skipped: Item - Name may r	not b
	23 08-01-2023 01	Shipment	Export		004988	Error		Shipment Skipped: Item - Name may r	not b

10.ShipStation Mapping

• Introduced a new screen 'ShipStation Mapping' where the user can map required Acumatica field mappings against ShipStation fields for Orders and Shipments.



- This screen has different kinds of mappings available for orders and shipments. The user can change the mappings as per the requirement as to what field in Acumatica o want to display or map to the field in ShipStation.
 - To view/change the mappings:
 - Navigate to Sales Order Ship Station

Acumatica	Search Q				Revision Two Products Products Wholesale	4/19/2020 11:44 PM	~	0	-
A Favorites	Sales Orders: Quick Mer	าน					~	卆	<03>
🕒 Data Views	New Sales Order New Quote	□ New Payment ★ New Customer							
Finance	Transactions	Inquiries	Reports	ShipStation					
Payables	Sales Orders	Customer Details	Sales Order Summary	ShipStation Configuration	1				
+ Receivables	Invoices Shipments	Printed Forms Sales Order	Sales Order Details by Customer Sales Order Details by Inventory	ShipStation Mapping ShipStation Log Details					
Sales Orders	Automated Operations	☆ Invoice/Memo	Shipment Summary Daily Sales Profitability						
 Purchases Inventory Configuration Dashboards Magento Connector More Items 	Pick, Pack, and Ship Profiles Customers Sales Prices Processo Orders Process Orders Process Invoices and Memos Create Transfer Orders PrintEmail Orders Update Authorization Expiration	Quote Pick List Pick List - Confirm All Pick List - Confirm Picked Pick List - Confirm Picked with It Pick List - Confirm Picked with B Shipment Confirmation	Daily Sales Prohitability Sales Profitability by slesperso Sales Profitability by item Class						
			✓ Show Full Menu						

• Click ShipStation Mapping. The following screen appears.

• Acumatica	Search		Q				Revision Products V	Two Products 🗸	4/19/2020 11:46 PM	0	admin ad Company	^{lmin} ×
Favorites	ShipStati	on Ma	pping 🕁							c	JSTOMIZATION	TOOLS .
🕒 Data Views	0 0	8	н									
	Acumatic	a Export B	Entity Order									
Finance	80 D	Line Nbr	XPath	Ship Station Field	Mapping Rule	Acumatica View	Acumatica Field	Required	IsContainer			
Payables	> 0 0	1	Orders	Orders	N/A			Ø				
•	0 0	2	Orders/Order	Order	N/A							- 1
Receivables	0 0	3	Orders/Order/OrderID	OrderID	Static	Order	OrderNbr	2				- 1
	0 0	4	Orders/Order/OrderNumber	OrderNumber	Static	Order	OrderNbr	P				- 1
Sales Orders	0 0	5	Orders/Order/OrderDate	OrderDate	Static	Order	OrderDate	2				- 1
	00	6	Orders/Order/OrderStatus	OrderStatus	Static	Order	Status	2				- 1
Purchases	0 D	7	Orders/Order/LastModified	LastModified	Static	Order	LastModifiedDateTime	2				- 1
	0 D	8	Orders/Order/ShippingMethod	ShippingMethod	Static	Order	ShipVia					- 1
linventory	0 0	9	Orders/Order/PaymentMethod	PaymentMethod	Mapping	Payment Method	Descr					
	0 D	10	Orders/Order/OrderTotal	OrderTotal	Static	Order	CuryOrderTotal	2				
Configuration	0 D	11	Orders/Order/TaxAmount	TaxAmount	Static	Order	CuryTaxTotal					
	0 0	12	Orders/Order/ShippingAmount	ShippingAmount	Static	Order	CuryFreightAmt	2				
Dashboards	0 0	13	Orders/Order/CustomerNotes	CustomerNotes	Mapping							
	0 0	14	Orders/Order/InternalNotes	InternalNotes	Mapping							
Magento Connector	0 D	15	Orders/Order/Gift	Gift	N/A							
	0 0	16	Orders/Order/GiftMessage	GiftMessage	N/A							
More Items	0 0	17	Orders/Order/CustomField1	CustomField1	Mapping							
	0 0	18	Orders/Order/CustomField2	CustomField2	Mapping							
	0 0	19	Orders/Order/CustomField3	CustomField3	Mapping							
	0 0	20	Order/Order/RequestedWarehouse	RequestedWarehouse	N/A							
	0 D	21	Orders/Order/Source	Source	Mapping							
	0 0	22	Orders/Order/Customer	Customer	N/A			e				
	0 0	23	Orders/Order/Customer/CustomerCode	CustomerCode	Static	Customer	AcctCD	2				-

• Select the Acumatica Export Quantity (Order/Shipment).



• Acumatica	Search	Q				Revision Products W	Two Products 🗸	4/19/2020 11:48 PM
Favorites	ShipStation	Mapping 🛱						
C Data Views	00							
Finance		xport Entity: Order Line XPath Shipment	• Station Field	Mapping Rule	Acumatica View	Acumatica Field	Required	IsContainer
Payables	0 0	1 Orders	Orders	N/A			2	V
	0 0	2 Orders/Order	Order	N/A				2
Receivables	0 0	3 Orders/Order/OrderID	OrderID	Static	Order	OrderNbr	Ø	
	0 0	4 Orders/Order/OrderNumber	OrderNumber	Static	Order	OrderNbr		
Sales Orders	0 0	5 Orders/Order/OrderDate	OrderDate	Static	Order	OrderDate	2	
	0 0	6 Orders/Order/OrderStatus	OrderStatus	Static	Order	Status	\checkmark	
Purchases	0 0	7 Orders/Order/LastModified	LastModified	Static	Order	LastModifiedDateTime	2	
	0 0	8 Orders/Order/ShippingMethod	ShippingMethod	Static	Order	ShipVia		
lnventory	0 0	9 Orders/Order/PaymentMethod	PaymentMethod	Mapping	Payment Method	Descr		
	0 0	10 Orders/Order/OrderTotal	OrderTotal	Static	Order	CuryOrderTotal		
Configuration	0 0	11 Orders/Order/TaxAmount	TaxAmount	Static	Order	CuryTaxTotal		
	0 0	12 Orders/Order/ShippingAmount	ShippingAmount	Static	Order	CuryFreightAmt		
Dashboards	0 0	13 Orders/Order/CustomerNotes	CustomerNotes	Mapping				
	< © D	14 Orders/Order/InternalNotes	InternalNotes	Mapping				
Magento Connector	0 0	15 Orders/Order/Gift	Gift	N/A				
	0 0	16 Orders/Order/GiftMessage	GiftMessage	N/A				
More Items	0 0	17 Orders/Order/CustomField1	CustomField1	Mapping				
	0 0	18 Orders/Order/CustomField2	CustomField2	Mapping				
	0 0	19 Orders/Order/CustomField3	CustomField3	Mapping				
	0 0	20 Order/Order/RequestedWarehouse	RequestedWarehouse	N/A				
	0 0	21 Orders/Order/Source	Source	Mapping				
	0 0	22 Orders/Order/Customer	Customer	N/A				1
	0 D	23 Orders/Order/Customer/CustomerCode	CustomerCode	Static	Customer	AcctCD	2	

• Change the Acumatica Field corresponding to Acumatica View as to change the mapping in ShipStation.

ShipStati	ion Mapping										CUSTOMIZATI
5 0											
Acumatica	a Export Entity:	Order	•								
0 0	Line XPath Nbr		Ship Station Field	Mapping Rule	Acumatica View	Acumatica Field		Re	quired	Max Allowed Field Length	IsContainer
00	1 Orders		Orders	N/A					\checkmark		1
00	2 Orders/Order		Order	N/A					\checkmark		\checkmark
0 D	3 Orders/Order/Orderl	D	OrderID	Static	Order	OrderNbr			\checkmark	50	
0 0	4 Orders/Order/Order	lumber	OrderNumber	Static	Order	OrderNbr			\checkmark	50	
0 🗅	5 Orders/Order/Order	Date	OrderDate	Static	Order	OrderDate			\checkmark		
0 0	6 Orders/Order/Order	Status	OrderStatus	Static	Order	Status			\checkmark	50	
0 D	7 Orders/Order/LastMe	odified	LastModified	Static	Order	LastModifiedDate	Time		\checkmark		
00	8 Orders/Order/Shippin	ngMethod	ShippingMethod	Static	Order	ShipVia				100	
0	9 Orders/Order/Payme	entMethod	PaymentMethod	Mapping	Payment Method	Descr		Q		50	
0 0	10 Orders/Order/Order7	lotal	OrderTotal	Static	Order	CuryOrderTotal		\mathbf{X}			\square ×
0 0	11 Orders/Order/TaxAm	ount	TaxAmount	Static	Order	CuryTaxTotal	SELECT	Ö	H		Q
0 0	12 Orders/Order/Shippin	ngAmount	ShippingAmount	Static	Order	CuryFreightAmt					~
0	13 Orders/Order/Custor	nerNotes	CustomerNotes	Mapping			E Field Nam	e			
0 🗅	14 Orders/Order/Interna	INotes	InternalNotes	Mapping			> Descr				
00	15 Orders/Order/Gift		Gift	N/A			DirectDep				
00	16 Orders/Order/GiftMe	ssage	GiftMessage	N/A			HasProce	-			
0	17 Orders/Order/Custor	nField1	CustomField1	Mapping			IsAccount	Number	Required		
0. D							IsActive				
							LastModif	iedByID			

• Select the Acumatica field and click save.

11.ShipStation Log Details

• This screen has all the error logs with respect to the order and shipment numbers. To view the logs:



• Navigate to Sales Order ShipStation.

≡ Menu	Search Q		Acumatica	Revision Two Products Products Wholesale	1/17/2023 7:54 PM
 Banking Projects 	Sales Orders	Dew Payment Mew Customer			
% Taxes	Transactions	Inquiries	Reports	Preferences	
Payables	★ Sales Orders ★ Invoices	Customer Details Blanket Sales Order Review	Sales Order Summary Sales Order Details by Customer	PayPal Invoicing Configues	uration S
+ Receivables	★ Shipments Picking Worksheets	Credit Card Payments with Multi SO Drop-Ship Lines Awaiting Link	Sales Order Details by Inventory Blanket Sales Order Summary	ShipStation Configuratio	n
😒 Customization	Automated Operations	Printed Forms	Blanket Sales Order Details	ShipStation Mapping ShipStation Log Details	
Sales Orders	Pick, Pack, and Ship Profiles ★ Customers	Sales Order Invoice/Memo Blanket Sales Order	Shipment Summary Daily Sales Profitability Sales Profitability by Salesperso		
lnventory	Sales Prices	Quote Pick List	Sales Profitability by Item Class		
2 ^{\$} Payroll	Processes Process Orders	Pick List - Confirm All Pick List - Confirm Picked			
Dashboards	Generate Intercompany Sales O Process Shipments	Pick List - Confirm Picked with It Pick List - Confirm Picked with B			
🔲 VyaPay	Create Pick Lists Process Invoices and Memos	Batch Packing Slip Wave Packing Slip	Show All 👻		

• Click ShipStation Log Details. The following screen appears.

Acumatica	Searc	:h		Q							Revision Two Products Products Wholesale	4/19/2020 1:09 AM	0	admin Compan	admin v
A Favorites	ShipS	Station	Log Det	ails 🕁									cus	TOMIZATION	TOOLS
Data Views	-	5			X				10.0						
	🗄 Red	ID D		*Entity Type	*Action N	ime	* Sales Order Nbr.	* Shipment Nbr.	Level	Data from ShipStation	Description				
Finance	>	37	7-04-2020 0	Shipment	ShipNotif	1		002798	Information	" xml version=\"1.0\" encoding=\"UTF-8\".</td <td>Shipment Updated and confirm</td> <td>ed successf</td> <td></td> <td></td> <td></td>	Shipment Updated and confirm	ed successf			
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- Note: You can clear the logs using Clear Log option under ACTIONS.
 - To clear the logs:

Click ACTIONS.



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Favorites	ShipStation Log Details 💠								c	CUSTOMIZATION	то
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• Click Clear Log. The following pop-up screen appears.

• Select the date until which you want the logs to be cleared.

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SO005264	Error	41	6	7	8	9	10	11	12	tamp' cannot be empty.
SO005264	Error	42	13	14	15	16	17	18	19	tamp' cannot be empty.
SO005263	Error	43	20	21	22	23	24	25	26	tamp' cannot be empty.
SO005263	Error	44	27	28	29	30	31	2.5	2	tamp' cannot be empty.
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SO005262	Error	45	3	4	5	6	1	8	9	w shipment cannot be created for the sa
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• Click OK to clear the logs till the selected date

12.ShipStation Notify

Let's say, we haven't selected any value CARRIER (WILLCALL etc.) under the ShipStation Configuration screen. Earlier if this CARRIER wasn't present, we couldn't get the tracking details from ShipStation to Acumatica. Currently, even if there's no carrier, a default box will be allocated, and the Tracking Number is updated for the shipment.



- Navigate to ShipStation Configuration.
- Leave Carrier as blank. Do not provide a value.

≡ Menu	Search.		Q	ଓ		
ShipStation Configu	ration					
∽ □						
CONFIGURATION SETTING	3S					
* Export Entity Type:	Order	*				
* Order Type:	SO - Sales Orde	r *				
C Enable support for Part	al/Split Shipment	s from Shipstation				
☐ Modify ShipVia on Ship	ment Confirmation	n				
🖉 Carrier:		م]			
Default Box:	LARGE	م				
Default Shipping Terms:	FLATRATE1	Q.				
Weight Unit:	Pounds	*				
Import Freight cost valu	e from ShipStatio	n on Shipment Confirma.				
Replace blank Bill To/Si	nip To Company N	lame with Customer Nam	e			
Export Page Size:	100					
Adjust export date by:	0					
Notify on Orders/Shipm	ent Deletion					
NOTES:						
 a. If any Orders or Shipments fail the same is excluded. This information with a text that says Order/Shipmelogs regularly for any specific mession. If a shipment is exported to Ship Deletion feature activated; in this shipStation no further action will have activated; in this schipStation no further action will have you try to delete and Order or present in the ShipStation system 	will be logged in the tt XYZ skipped becau ages there. Station and then dele senario when Shipme ppen in Acumatica e ate the Notify on Dele	screen called "ShipStation Lo use of specific reason. Please ted in Acumatica without the ent confirmation is received fr scept for an entry in the logs etion feature so that you are v	g Details" monitor the Notify on om			

- Now place an order.
- After Shipment Confirmation is done, the tracking details are still updated in Acumatica without a carrier.
- Now under the Shipments, the PACKAGES tab has the tracking details as follows.

≡ Menu	Search	ৎ	ଓ			Acumatic	a Revision T Products Wr	wo Products	1/17/2023 11:51 PM	0	•
Shipments 005046 - USA Bartending	g School							🗋 NOTES A	CTIVITIES FILES	CUSTO	
← ♡ 🛱 ∽ +	iii IK K	> >I PREP	ARE INVOICE	UPDATE IN ····							
Shipment Nbr.: 005046	D Customer:	ABARTENDE - USA	Bartending School	Shipped Quant							
Type: Shipment	Location:	MAIN - Primary Loca		Control Quantit							
Status: Confirmed	Warehouse ID:	RETAIL - Retail Ware	shouse	Shipped Weigh							
Operation: Issue	Workgroup:	Product Sales		Shipped Volum	e: 1.300000						
Shipment Date: 1/17/2023	Owner:	Steve Church		Packages:	1						
SO Customer				Package Weigh	t 1.330000						
Description: DETAILS ORDERS SH	IPPING SHIPSTAT		ES								
O + × REFRESH	PACKAGES H	X									
🗄 🕕 🗋 Confirmer 🔭 Box ID	Type	Description	Weight	JOM Declar Val		Tracking Number	Custom Ref. Nbr. 1	Custom Ref. Nbr. 2	EEL/PFC (EasyPost)		
> 🛍 🗋 🗹 MEDIUM	Auto		1.3300	KG 95.000	0.0000	393562487423	UPS	UPS Next Day Air			
										1<	< .



Carrier:

≡ Menu	Search	<mark>ය</mark> හ	٩
ShipStation Configu	iration		
∽ E			
CONFIGURATION SETTIN	GS		
* Export Entity Type:	Order	·	
* Order Type:	SO - Sales Order	•	
🖉 🗹 Enable support for Par	tial/Split Shipments from Ships	tation	
🗹 Modify ShipVia on Ship	ment Confirmation		
🖉 Carrier:	WILLCALL		
Default Box:	LARGE	<u>م</u>	
Default Shipping Terms:	FLATRATE1	Q	
Weight Unit:	Pounds	*	
🖉 🗹 Import Freight cost valu	ue from ShipStation on Shipme	nt Confirma	
🖉 🗹 Replace blank Bill To/S	hip To Company Name with Cu	ustomer Name	
Export Page Size:	100		
Adjust export date by:	0		
Notify on Orders/Shipm	nent Deletion		
NOTES:			
same is excluded. This information with a text that says Orden/Shipme logs regularly for any specific mes b. If a shipment is exported to Ship Deletion feature activated; in this s ShipStation no further action will h c. It is recommended that you activ	he required length or mandatory con will be logged in the screen called ' int XYZ skipped because of specific sages there. Soltation and then deleted in Acumati icenario when Shipment confirmation appen in Acumatica except for an en vate the Notify on Deletion feature so or Shipment in Acumatica and if that	ShipStation Log Details" reason. Please monitor the ica without the Notify on n is received from try in the logs o that you are warned	

- Display all available Ship via codes in multi-selector.
- In ShipStation Configuration if the user selected the Export Entity type as Shipments, then a new dropdown will display a dropdown with all available ship via codes. Users can select multiple ship via codes from the dropdown.

Note:

- If User try to export orders with ship via which is not configured, then those order will not get display in XML
- By default, shipments with the status Open will be considered to export and click on Save.
- Create Sales Orders in Acumatica Instance, by default the status is OPEN in Acumatica. The date will auto-populate with a current business date. User can modify the dates accordingly. Once the order is created in Acumatica, the user will get the record in ShipStation as per the settings in the ShipStation preference screen.
- Navigate to Sales Order Screen -: DISTRIBUTION-> SALES ORDER->WORK AREA-> SALES ORDERS
- Make sure the Ship via in sales Order same as selected in ShipStation Configuration screen



🗙 Favorites	Sales Orders SO SO-0052	378 - A Baby	Inc.					ß	NOTES ACTI	VITIES FILES	TOOLS 🗸
🕑 Data Views	Order Nbr.:	ю + S0-0052378, р	î û ∙ K			E SHIPMENT	HOLD ADDIT	IONAL EDI DOCUMENT	s		
			* Location:	MAIN - Primary L	ocation	0					
Time and Expenses	Status:	Open	Contact:			ρ ()	VAT Exempt T	0.00			
	* Date:	1/6/2023 •	Currency:	USD 1.00	▼ VIE	W BASE	VAT Taxable T	0.00			
Finance	* Requested On:	1/6/2023 •					Tax Total:	0.00			
	* Customer Ord	123425678					Order Total:	120.00			
Ć p li	External Refer		Description:								
\$ Banking		Sent to WH		Enable Wareho	use Routing						Ş
~				Warehouse rou	ting						
 Payables 				Enable Machru	s Price Logic						
Receivables	DETAILS T	AXES COMM	ISSIONS FINANCI	AL SHIPPING	SPS EDI	SPS EDI D	ETAILS ADDRES	SES DISCOUNTS	SHIPMENTS	PAYMENTS	ŷ
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Sales Orders	0 + <i>1</i>	Y X ADD	BLANKET SU LINE	LINE DE TAILS			IENHANGEMENT	ADD ITEMS PO LINE		1.	
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Purchases				nem	Assembly						Shipmer
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-	> 🕼 🗋 US	<u>CCF</u>	PB03			NY	Champ Celebr	ations Kids; Party Favors A	lct EA	5.00	0.0
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• Click on ACTIONS -> CREATE SHIPMENT

Savorites	Sales Orders SO SO-0052378 - A Ba	by Inc.				D	NOTES ACTIVITI	ES FILES	TOOLS -
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Time and Expenses	Status: Open • Date: 1/6/2023 • Requested On: 1/6/2023 • Customer Ord: 123425678	Contact: Currency: USD	1.00	✓ VIEW E	P Ø VAT	Processing Remove Hold Hold	Replenish Create Pur Create Trar Other	chase Order	
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Sales Orders		DD BLANKET SO LINE LINE DE		Create W	LINE ITEM ENH	Approval	Copy Order		
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Inventory	> @ D US (CCPB03		1 0	4Y	Printing and Emailing Print Sales Order Email Sales Order			
···· More Itome	On Hand 808.00 EA, Available 8	06.00 EA. Available for Shipping 80	6.00 EA, Alloc	ated 0.00 EA	8			IK K	

- Navigate to the Ship Station portal and refresh the respective store in the portal.
- Shipment will be synced to the respective store



A Favorites	Shipments SH-0059660	- A Baby Inc.				NOTES	ACTIVITIES	FILES TOOLS -
🕒 Data Views	5 🖗	∽ + û	K K	CONFIRM SHIPMENT	HOLD ADDITIONAL EDI DOCUMENTS	•••		
	Shipment Nbr.:	SH-005966(,0	Customer	C-00000003 - A Baby Inc.	Shipped Quant 5.00			^
Time and Expenses	Type:	Shipment	Location:	MAIN - Primary Location	Shipped Weight: 0.700000			
	Status:	Open	Warehouse ID:	NY - Machrus New York Direct Fulfillment	Shipped Volume: 0.000000			
Finance	Operation:	Issue	Workgroup:	Q	Packages: 1			
	* Shipment Date:	1/10/2023 -	Owner:	٩	Package Weight: 0.800000			
Sanking	SO Customer	123425678						
	Description:							
Payables	DETAILS	RDERS SHIPPING	SHIPSTATIC	ON INFO PACKAGES SPS EDI				
Receivables	0 + 0	X LINE DETA	ILS ADD ORI	DER INVENTORY SUMMARY I↔	X			
	🗟 🕼 🗋 Order Type	Order Nbr.	Inventory ID		Pescription			
Sales Orders	> 0 D so	<u>SO-0052378</u>	CCPB03		Champ Celebrations Kids; Party Favors Activity Co	raft Set-Entertainment Set(8)		
Purchases								
Diventory								

• Navigate to the ShipStation portal:

ShipStation	Onboard Insights Orders	Shipments Products	Customers	Scan 🖬				0 ¢ 🕾 ೮
SH-0059660 C Advanced Search	All Search Results fo Create + Print Labels		eload Assign To 💌	Tag 🔻 New Order	Bulk Update 🔻	Allocate 👻 Other A	ctions V	Group By 👻 Column
Awaiting Payment								Show Sic
> On Hold	Order #		Age 👻	Item Name	 Item SKU 	 Notes 	Batch	Order Date 🔻 Gift 🔻
> Awaiting Shipment	SH-0059660	Awaiting Shipment	6 hr	Champ Celebrations Kids;	Party CCPB03	29	6	01/10/2023
> Shipped								
> Cancelled								
> Order Alerts								
✓ Open Batches								
100161 0								
100160 9				~				

• Enter all the respective details for the shipment in the ShipStation.

Order Details	560 Awaiting Shipme	ent		Print V	Add to Batch 💌	Create Return Create Another Shipment) ×
	Cost Product \$120.00 Shipping \$0.00 Tax \$0.00 Total \$120.00 Total Paid 9 \$120.00	Edit	Recipient Ship To A Baby Inc. A BA9Y INC. 1958 59TH ST BROOKLYN, NY 11204-2388 US 718-633-3730 ▲ Suite / Apt Number Not Found or Invalid Validat Tax Information 	Edit te Address Add	Ship From Weight Service Package Size Confirmation Insurance Click to save as	FEDEX 1 DAY (unmapped) My Default Location 2 (lb) 4.2 (oz) (lb) 4.2 (ups% Ground V Package 2 L 3 W 2 L 3 W 2 L 3 W 2 L 3 W 2 H (n) Online > None shipping defaults for this product	
Order Items Shipment Awaiting St Order Item	lipment		Linit Cost Dry	Split Ship Edit Tags 🔻	\$13.87 C ^{all} Delivery Thursday 1/12 by 11 ✓ Other Shipp		_



• Click on Create +print label

Order #: SH-0059	9660 Awaiting Shipment		Print V	Add Processing Purchasing label from carrier.
Pa V Order Summary			Í	Requested FEDEX 1 DAY (unmapped)
Order Date Order	Cost Edit Product \$120.00 Shipping \$0.00 Tax \$0.00 Total \$120.00 Total ₽aid ● \$120.00	Recipient Ship To A Baby Inc. A BABY INC. A BABY INC. 1958 59TH ST BROOKLYN, NY 11204-2388 US 718-633-3730 ▲ Suite / Apt Number Not Found or Invalid Validate Address Tak Information – Solid To A Baby Inc. ↓ 718-633-3730 ■ accounting@ababy.com ♣ C-00000003	Edit	Ship From My Default Location v v Weight 2 ¢ (lb) 42 ¢ (oz) v Service UPS® Ground v ¢ Package Package v + Size 2 ¢ L 3 ¢ W 2 ¢ H (in) Confirmation Online v Insurance None v Click to save as shipping defaults for this product Rate Cost Review Create + Print Label v
Order Items			Split Ship	\$13.87 C ^{al} Delivery
Shipment Awaiting S	Shipment	E	dit Tags 🔻	Thursday 1/12 by 11:00 PM Other Shipping Options

Label PDF:

ShipStation	n		Onboar	d Insights Orders Shipi	ments Products Customers So	can 屇				• • •	2	¢	0
SH-0059660		Print	Preview	1 Label						×	ı ×		Columns
		≘	۹ ^		— 🕂 Automatic Zoom 🗸		0	Ľ∣Iℓ∣≫	Р	rint Options			
> All Search R	Or			SAIKUMAR 3122390406 KENSIUM	1 LBS DWT: 3,2,2	1 OF 1		^	`		data 🍀		
> Awaiting Pa	~ 0			200 SOUTH WACKER DR CHICAGO IL 60606	DW1: 3,2,2					rowser Print over the cursor over the preview window to access			Show Sidebar
> On Hold	* 01			SHIP TO: A BABY INC.					br	owser printing, or download the document using the		G	ift 🔻 Rec
	Order			7186333730 A BABY INC.					D	pwnload button.			A
 Awaiting Sh 	Order 01/10			1958 59TH ST	NY 11204-2388				ы	Download			
> Shipped	Paid E			BROOKLYN	NY 11204-2388								
> Cancelled	01/10 Ship B								P	rint through ShipStation Connect			
> Order Alerts	-			375-X2522046	NY 112 9-06					Select Printer v			
	Hold U			<u></u>	NT 112 9-00					Install ShipStation Connect to print directly to your			
									ľ	computer's printers. Get ShipStation Connect			
				TADA .					Ľ				
				UPS GROU	ND				1.				
✓ Open Bato				TRACKING #: 1Z YV5					1				
100161													
d	Order I								1	Cours on Label print default			
100160	Shipr							~	/	Save as Label print default	ELS		
100145										Cancel Print through ShipStation Connect			>
+ Create a New Bat	tch		Viewing	1 - 1 of 1								250 -	per page

- Navigate back to Acumatica and refresh the shipment screen.
- Now the shipment will be confirmed.
- Tracking number details will be fetched back successfully.



☆ Favorites	Shipments SH-00596	60 - A Bat	oy Inc.											NOTES	ACTIVITIES	FILES	TOOLS -
🕒 Data Views	←	Ω E	+	i k	<	> >	PREPAR	E INVOICE	UPDA	TE IN ···							
	Shipment N	br.: SH-005	966(,0	Cust	omer:	C-0000	0003 - A Baby In	с.	0	Shipped Quant		5.00					^
Time and Expenses	Type:	Shipme	nt	Loca	tion:	MAIN -	Primary Location	n		Control Quantit	y:	5.00					
	Status:	Confirm	ed	Ware	house ID:	NY - Ma	achrus New York	Direct Fulfillm	ent	Shipped Weigh	t 0.700	0000					
Finance	Operation:	Issue		Work	(group:					Shipped Volum	e: 0.000	0000					
	Shipment Da	ate: 1/10/20	23	Own	er:					Packages:		1					
\$ Banking	SO Custome	er 123425	678							Package Weigh	nt: 0.800	0000					
	Description:																
Payables	DETAILS	ORDERS	SHIP	PING	SHIPSTATIO	ON INFO	PACKAGES	SPS ED									
+ Receivables	Ċ +	\times Ref	RESH PA	CKAGES	⊷	X											
) Confirmed	*Box ID		Туре	Descripti	ion	Length	Width	Height	Linear UOM	Weight	NON	Declared Value	C.O. Amou	.D. Tracking	Number	
Sales Orders		DEFAULT		Auto			1	1	1	IN	0.8000	LB	120.0000	0.000	00 1ZYV5	4803308140)20
Purchases																	
F Purchases								l⊋									
lnventory	4							nî.									+

ShipStation Info TAB:

Favorites	Shipments SH-0059660 - A Baby Inc.	🗋 NOTES	ACTIVITIES	FILES	TOOLS -
🕑 Data Views					
	Shipment Nbr.: SH-005966C /2 Customer: C-00000003 - A Baby Inc. // Shipped Quant 5.00				^
Time and Expenses	Type: Shipment Location: MAIN - Primary Location Control Quantity: 5.00				
_	Status: Confirmed Warehouse ID: NY - Machrus New York Direct Fulfillment Shipped Weight: 0.700000				
Finance	Operation: Issue Workgroup: Shipped Volume: 0.000000				
	Shipment Date: 1/10/2023 Owner: Packages: 1				
\$ Banking	SO Customer 123425678 Package Weight 0.800000 Description:				
Payables	DETAILS ORDERS SHIPPING SHIPSTATION INFO PACKAGES SPS EDI				
+ Receivables	Carrier UPS Service UPS® Ground				
Sales Orders	Centrac Number 127V59480330814020 Shipping Cost 13 87000				
2	Ship Date: 1/10/2023 8:00 PM				
Purchases	Label Create Date: 1/10/2023 2:37 AM				_
Diventory					

13.SS Acumatica Version: Certified Acumatica

Note: Make sure in ShipStation 'Select Acumatica Version' selected as CERTIFY ACUMATICA

Retrieving Single Shipment from ShipStation to Acumatica

• In Acumatica ShipStation Configuration, select Export Entity Type as "Shipment "from the dropdown.



≡ Menu	Search	<u> </u>
ShipStation Configu	ration	
\$		
CONFIGURATION SETTING	35	
* Export Entity Type:	Shipment	
* Ship Via:	FEDEXGROUND, WILLCALL	
☐ Modify ShipVia on Ship	ment Confirmation	
Carrier:		0
Default Box:	LARGE	0
Default Shipping Terms:	FLATRATE1	9
Weight Unit:	Pounds	·
🗢 🛃 Import Freight cost valu	e from ShipStation on Shipment	Confirma
🖉 🗹 Replace blank Bill To/Sł	nip To Company Name with Cust	omer Name
Export Page Size:	100	
Adjust export date by:	0	
Notify on Orders/Shipm	ent Deletion	
NOTES:		
same iš excluded. This information with a text that says Order/Shipmar logs regularly for any specific news built and the same second of the same built and the same second of the same ShipStation no further action will ha c. It is recommended that you activ	le required length or mandatory condition will be logged in the screen called "Shi it Status and then delated in Acumatica Station and then delated in Acumatica penario when Shipment confirmation is pipen in Acumatica except for an entry ate the Notify on Deletion feature so th Shipment in Acumatica and if that sar	IpStation Log Details" Isson. Please monitor the without the Notify on - received from in the logs ist you are warned

- Navigate to Sales Order Screen: DISTRIBUTION-> SALES ORDER->WORK AREA-> SALES ORDERS Make sure the Ship via in sales Order same as selected in the ShipStation Configuration screen
- Place a sales order and create a shipment

Favorites	Sales Orders SO SO-0052	380 - A B	aby In	c.								🗋 ио	TES ACTI	VITIES FILES	TOOLS -	Invoices
🕒 Data Views	← 🕄 🗄	2	+ 1	î () •	ĸ	<	> >	CREAT	E SHIPMENT	HOLD A	ADDITIONAL EDI D	OCUMENTS				
O Data views	Order Nbr.:	SO-00523	B(,Q	* Location:		MAIN - F	rimary Lo	ocation	0 9	Discount Total	0.00					=
Time and Expenses	Status:	Open		Contact:					0 0	VAT Exempt T						Custom Details
•	* Date:	1/6/2023	*	Currency		USD	1.00	▼ VIE	W BASE	VAT Taxable T						
Finance	* Requested On:	1/6/2023	*							Tax Total:	0.00					
	* Customer Ord	588964								Order Total:	120.00					
\$ Banking	External Refer			Descripti			144	De the					\square			
		Sent to V	VH			Wareh		ise Routing								
Payables								Price Logic								
							maamaa	Thee Logic								
Receivables	DETAILS T	AXES C	COMMISS	BIONS FI	NANCIA	L SH	IIPPING	SPS EDI	SPS EDI DI	ETAILS AD	DRESSES DIS	COUNTS SI	HIPMENTS	PAYMENTS	\$	
	<u>ن</u> + 1	, ×	ADD BL	ANKET SO LI	NE L	LINE DET	AILS				NT ADD ITEMS	PO LINK	H→ X	t		
Sales Orders	B 0 D *Branch	h	* Invento	ry ID			Free	Create	Warehouse	Line Des	cription		*UOM	Quantity	Qty.	
2				.,			Item	Kit Assembly							Shipmer	
Purchases								Assembly								
0	> 🛛 🗅 US		CCPB0	3					NY	Champ	Celebrations Kids; P	arty Favors Act	EA	5.00	0.0	
b Inventory																
More Itome															+	
•••• <	On Hand 808.00 E	A, Available	190.001	EA, AVAIIADIE	for Ship	ping 798	.00 EA, A	nocated 0.00	EA					< <	> >	, <

Shipment Screen:

Favorites	Shipments SH-0059663 - A Baby In-	c.			🗋 NOTES	ACTIVITIES FILES	TOOLS -
🕒 Data Views	← < <p>○</p>	<u>i</u> I< <	CONFIRM SHIPMENT	HOLD ADDITIONAL EDI DOCUMENTS			
	Shipment Nbr.: SH-0059662 ,	Customer:	C-00000003 - A Baby Inc.	Shipped Quant 5.00			^
Time and Expenses	Type: Shipment	Location:	MAIN - Primary Location	Shipped Weight: 0.700000			
	Status: Open	Warehouse ID:	NY - Machrus New York Direct Fulfillment	Shipped Volume: 0.000000			
iii Finance	Operation: Issue	Workgroup:	م	Packages: 1			
	* Shipment Date: 1/10/2023	Owner:	م	Package Weight: 0.800000			
S Banking	SO Customer 588964						
	Description:						
Payables	DETAILS ORDERS SI	HIPPING SHIPSTATIC	ON INFO PACKAGES SPS EDI		l⊋		
Receivables	0 + 0 × LI	NE DETAILS ADD ORD	DER INVENTORY SUMMARY ↔	x			
Sales Orders	Order Order Nbr. Type	Inventory ID		Description			
Sales Orders	> 0 D SO <u>SO-00523</u>	80 <u>CCPB03</u>		Champ Celebrations Kids; Party Favors Activity	Craft Set-Entertainment Set(8)		
Purchases							
lnventory							
III Mars Roma	4						



- Click on -> CREATE SHIPMENT
- Change the SHIPPED Qty from 5 to 3 and make Shipment as Open

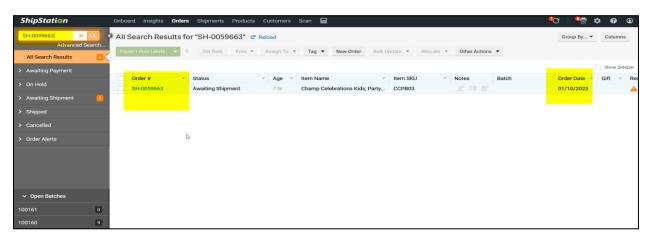
Real States Orders	Favorites	Shipments SH-0059663	- A Baby	Inc.										NOTES	ACTIVITIES	FILES TO	ols 🗸
[↑] Time and Expenses [↑] Shipment [↓] Shipment [↓] Location [↓] Machrus New York Direct Fulfillment [↓] Shipped Volume [↓] Oxono [↓] Shipment Date: [↓] Shipment Date: [↓] Urokgroup: [↓] Pickage Weight [↓] Oxono [↓] Pickage Weight [↓] Oxono [↓] Shipment Date: [↓] Differed	🕑 Data Views	← 🕄 🗄	5	+ 🗊	K	<	> >	CONFI	RM SHIPMENT	HOL	D ADDITIONAL	EDI DOCUMEN	NTS				
Status Open Warehouse ID: NY - Machrus New York Direct Fulfillment Shipped Volume: 0.000000 III Finance Operation: Issue Workgroup: P Packages: 1 S Banking SO Customer		Shipment Nbr.:	SH-005966	65 , O	Custome	er:	C-000000	03 - A Baby	nc.	0	Shipped Quant	3.00					^
Image: Finance Operation: issue Workgroup: Packages: 1 S Banking • Shipment Date: 1/10/2023 • Owner: Package Weight: 0.500000 S Banking SO Customer	Time and Expenses	Туре:	Shipment		Location		MAIN - Pr	imary Locati	on		Shipped Weight:	0.420000					
* Shipment Date: 1/10/2023 • Owner: > Package Weight: 0.520000 So Customer 588964		Status:	Open		Warehou	ise ID:	NY - Mach	hrus New Yo	k Direct Fulfillmer	t	Shipped Volume:	0.000000					
\$ Banking SO Customer 588964 Description: ● Payables DETAILS ORDERS SHIPPING SHIPPING SHIPPING • Receivables ● * * Line DETAILS ADD ORDER INVENTORY SUMMARY M Shipped Gry. Ordered Gry. Open Gry. Packed ② Sales Orders et-Entertainment Set(8) DEFAULT NY EA 3.00 5.00 2.00	Finance	Operation:	Issue		Workgro	up:			\$	þ	Packages:	1					
So Customer 688964 Description:		* Shipment Date:	1/10/2023		Owner:				\$	þ	Package Weight:	0.520000		N			
Payables DETAILS ORDERS SHIPPING SHIPSTATION INFO PACKAGES SPS EDI DETAILS ORDERS SHIPPING SHIPPI	\$ Banking	SO Customer	588964											L3			
→ Preceivables → Preceivables → Preceivables → Preceivables ↓ LINE DETAILS ADD ORDER INVENTORY SUMMARY ↓ ∑ Sales Orders ↓ UNE DETAILS ADD ORDER INVENTORY SUMMARY ↓ ∑ Sales Orders ↓ UNE DETAILS ADD ORDER INVENTORY SUMMARY ↓ ∑ Sales Orders ↓ UNE DETAILS ADD ORDER INVENTORY SUMMARY ↓ ∑ Sales Ordered Ordered Ordered Open Qhy Packet Open Qhy Open Qhy Packet Open Qhy Open		Description:															
Location Free Item *Warehouse *UOM Shipped Qty. Ordered Qty. Open Qty. Packet Sales Orders et-Entertainment Set(8) DEFAULT NY EA 3.00 5.00 2.00	Payables	DETAILS O	RDERS	SHIPPIN	G SHIF	PSTATIO	N INFO	PACKAGE	S SPS EDI								
Sales Orders Item NY EA 3.00 5.00 2.00	Receivables	° + 0	, ×	LINE DET	AILS AI	DD ORD	ER INV	ENTORY SI	JMMARY ↔	x							
et-Entertainment Set(8) DEFAULT NY EA 3.00 5.00 2.00									ocation		* Warehouse	* UOM	Shipped Qty.	Ordered Qty.	Open Qty	Packed Q	ty. Lot/
Purchases	Sales Orders	et-Entertainment Se	ot(8)						DEFAULT		NY	EA	3.00	5.00	2.00	0.0	00
	Purchases																
Contraction of the second se																	

- Follow Navigate to the Ship Station portal and refresh the respective store.
- After refreshing the store, the shipment will be synced with the quantity mentioned on the Acumatica shipment screen

ShipStation						0	Bademo (acumaticademo.ken	siumsolutions	
Search Orders Advanced	Q Search	Awaiting Shipment	C ^e Reload			-	Refresh Successful		×
Awaiting Payment	1,523	Create + Print Labels 👘 👻	Get Rate Print	▼ Assign To ▼ Tag ▼	New Order Bulk Upd	jato 🤹 🦲	Store refresh was successfu grid to see new orders.	ul. You have 1 new	order. Reload the
	1,010	IIA				0	Reload Grid		
On Hold		Filter By: Store - Destina	ation 👻 Assignee 👻	Tag 👻 Allocation Status 👻	Order Date 👻 Other 👻	Save	KSH MACHRUS 5th December		Show Sideba
 Awaiting Shipment 	6,355	Order #	Age 👻 Order Date	- Notes Gift	- Item SKU -	Item 🤍	 Last updated 01/10/2023 -07:08 	•	Quantity - Order
22R1 06Jan	29	SO-S0010668	21 days 12/19/202	2 1 1 1 2	AACOMPUT01	Acer	Level1 Demo Instance Error updating - see more	0	1
22R1 SS		SO-S0010667	24 days 12/16/202	2 🖉 💷 🖻	AACOMPUT01	Acer	LilolaHome sandbox		1
22R2 QA	14	SO-S0010662	25 days 12/15/202		AACOMPUT01	Acer	Error updating - see more	°, -	1
22R2 QA		SO-SO010653	25 days 12/15/202		AACOMPUT01	Acer Laptop		A AACUSTOMER	1
BA Store	33	SO-S0010626	34 days 12/06/202		AACOMPUT01	Acer Laptop		AACUSTOMER	1
Bademo (acumaticad	em	SO-S0010626	34 days 12/06/202		AACOMPUT01	Acer Laptop		AACUSTOMER	1
Christian Light	39	SO-S0010625	34 days 12/06/202 34 days 12/06/202		AACOMPUT01 AACOMPUT01	Acer Laptop		AACUSTOMER	1
IC DEMO		S0-S0010624	34 days 12/06/202		AACOMPUT01	Acer Laptop			1
IC DEMO		SO-S0010624	34 days 12/06/202		AACOMPUT01	Acer Laptop			1
 Open Batches 		SO-S0010623	34 days 12/06/202		AACOMPUT01	Acer Laptop	Comp	AACUSTOMER	1
00161	0	SO-S0010623	34 days 12/06/202	2 2 9 9	AACOMPUT01	Acer Laptop	Comp	AACUSTOMER	1
00160	•	SO-S0010622	34 days 12/06/202	2 2 9 8	AACOMPUT01	Acer Laptop	Comp	AACUSTOMER	1
		SO-S0010622	34 days 12/06/202	2 2 9 8	AACOMPUT01	Acer Laptop	Comp	AACUSTOMER	1
00145		<							>

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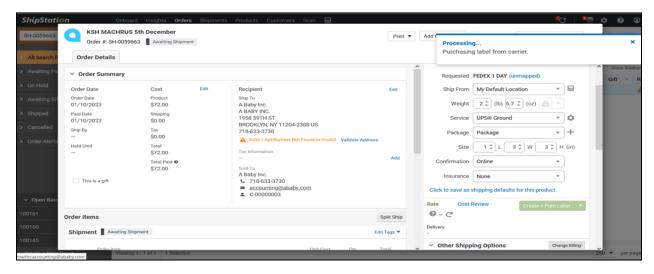




111.

Order Details							
Order Summary				Í	^ Requested	FEDEX 1 DAY (unmapped)
Drder Date Drder Date 01/10/2023 Paid Date 01/10/2023	Cost Product \$72.00 Shipping \$0.00	Edit	Recipient Billy To A Baby Inc. A GABY INC. 1958 99TH ST BROOKLYN, NY 11204-2388 US	Edit		My Default Location	
Hip By Hold Until - This is a gift	Tax \$0.00 Total \$72.00 Total Paid ₽ \$72.00		718-633-3730 ▲ Suite / Apt Number Not Found or Invalid Validate Tax Information — Solid To A Baby Inc. ▲ Baby Inc. ▲ cocounting@ababy.com ▲ c-00000003	Address		Online by Solution of the second seco	+ + (in) + + product + Print Label +
ier Items				Split Ship	@ - C'	Create	+ Plint Laber

• Perform Create+ print label







• Navigate to the Shipment screen in Acumatica and refresh the screen.



Favorites	Shipments SH-0059663 -	A Baby Inc.									NOTES	ACTIVITIES	FILES	TOOLS -
🕒 Data Views	← 🕄 🗎	v) + 🗈	K K	> >I PREP.	ARE INVOICE	UPDA	TE IN							
	Shipment Nbr.:	SH-0059663 ,0	Customer:	C-00000003 - A Baby	Inc.	0	Shipped	Quant	3.00					^
Time and Expenses		Shipment	Location:	MAIN - Primary Loca	tion		Control (Quantity:	3.00					
_	Status:	Confirmed	Warehouse ID:	NY - Machrus New Y	ork Direct Fulfi	liment	Shipped	Weight:	0.420000					
Finance		Issue	Workgroup:				Shipped		0.000000					
		1/10/2023	Owner:				Package		1					
\$ Banking	SO Customer Description:	588964					Package	e Weight:	0.520000					
Payables Receivables		RDERS SHIPPING			ES SPS E	DI								
•	🗄 🕕 Confirme	Box ID		Description	Length	Width	Height		Weight	UOM	Declared	C.O.D.	Tracking N	umber
Sales Orders	> 0 D	DEFAULT	Auto		1	1		UOM IN	0.5200	LB	Value 72.0000	Amount 0.0000	1ZYV5948	030121881
Purchases														
lnventory	4													
More Items	Contents of Select	d Daalaana										<	<	> >

- After refreshing the screen, the shipment status will be confirmed.
- Sales order status will be displayed as Back order

Sales Orders SO SO-00523	180 - A Baby II	nc.											۹ <u>ت</u>	OTES AC	TIVITIES	FILES	TOOLS -
Ω E \$	• + 🗊	∂ • K <	> >	CR	EATE SHIP	MENT	OPE	N ORDER	ADDITIONAL E	DI DOC	UMENTS						
DOCUMENT	USER-DEFINED	FIELDS															
* Order Type:	so ک	* Customer:	C-0000000	3 - A Bat	by Inc.	Q	0	Ordered Qty.:	5.0	0							^
Order Nbr.:	SO-005238(,P	* Location:	MAIN - Prir	mary Loc	ation	Q	0	Discount Tota	l: 0.0	0							
Status:	Back Order	Contact:				Q	0	VAT Exempt 1	F 0.0	0							
* Date:	1/6/2023 👻	Currency:	USD	1.00	 VIEV 	V BASE		VAT Taxable 1	Γ 0.0	0							
* Requested On:	1/6/2023 -							Tax Total:	0.0	0							
* Customer Ord	588964							Order Total:	120.0	0							
External Refer		Description:															
	Sent to WH		Enable W		-												
			Warehou:									Co.					
			Enable M	lachrus P	Price Logic												
DETAILS TA	AXES COMM	ISSIONS FINANCI	AL SHIP	PING	SPS EDI	SPS E	EDI DE	ETAILS AD	DRESSES D	ISCOUN	its s	HIPMENTS	PAYMENTS	RELATION	s tot	TALS	
ڻ + <i>ا</i>		BLANKET SO LINE	LINE DETAIL	LS A	DD INVOICE	LINE	ITEM	ENHANCEME	NT ADD ITEM	IS P	O LINK	⊷ <u>x</u>	t				
🗟 🕼 🗋 *Branch	*Inve	ntory ID		Free Item	Create Kit Assembly	Warehou	ISe	Line Des	cription			* UOM	Quantity	Qty. Shipmer		Open Qty.	Unit Pri
> 🛯 🗆 US	CCP	<u>B03</u>				NY		Champ	Celebrations Kids;	Party Fa	avors Act	EA	5.00	3.0	00	2.00	24.000
4			_														
																	,

- The respective Order will display in Backorder status for the remaining order Qty 2. Now perform Create shipment for the remaining Order
- Create shipment for the below sales order which is in Backorder status



00-00020	380 - A Baby In	IC.								<u> </u>	NOTES ACTI	VITIES FILES	TOOLS
n n 🗸	> + 🗈	ĵ∙ k <	> > >	REATE SHIP	MENT OP	EN ORDER A	DDITIONAL EDI D	OCUMENTS					
DOCUMENT	USER-DEFINED	FIELDS											
* Order Type:	SO ,0	* Customer:	C-0000003 - A B	aby Inc.	P 0	Ordered Qty.:	5.00						
Order Nbr.:	SO-005238(,P	* Location:	MAIN - Primary L	ocation	P 0	Discount Total:	0.00						
Status:	Back Order	Contact:			P 0	VAT Exempt T	0.00						
* Date:	1/6/2023 -	Currency:	USD 1.00	 VIE 	W BASE	VAT Taxable T	0.00						
* Requested On:	1/6/2023 👻					Tax Total:	0.00						
* Customer Ord	588964					Order Total:	120.00						
External Refer		Description:											
	Sent to WH		Enable Warehou	use Routing									
			Warehouse rout	ing					B				
									08				
			Enable Machrus	Price Logic					68				
DETAILS T	AXES COMMIS	SSIONS FINANC		SPS EDI	SPS EDI D	ETAILS ADDR	ESSES DISCO	DUNTS SH	IPMENTS	PAYMENTS	RELATIONS	TOTALS	
DETAILS T		SSIONS FINANC	IAL SHIPPING			ETAILS ADDR	ESSES DISCO			PAYMENTS	RELATIONS	TOTALS	
	X ADD B	LANKET SO LINE	IAL SHIPPING	SPS EDI			ADD ITEMS		IPMENTS		RELATIONS Qty. On Shipments	Open Qty.	Unit
Ů + 1	X ADD B	ILANKET SO LINE	IAL SHIPPING	SPS EDI ADD INVOICE Create Kit	LINE ITEM	I ENHANCEMENT	ADD ITEMS	PO LINK	IIPMENTS I⊷I IX ^UOM	t	Qty. On	Open Qty.	Uni 24
Ċ + Ø ₿ □ *Brance	ADD B	ILANKET SO LINE	IAL SHIPPING	SPS EDI ADD INVOICE Create Kit Assembly	LINE ITEM	I ENHANCEMENT	ADD ITEMS	PO LINK	IIPMENTS I⊷I IX ^UOM	1 Quantity	Qty. On Shipments	Open Qty.	
Ů + Ø	ADD B	ILANKET SO LINE	IAL SHIPPING	SPS EDI ADD INVOICE Create Kit Assembly	LINE ITEM	I ENHANCEMENT	ADD ITEMS	PO LINK	IIPMENTS I⊷I IX ^UOM	1 Quantity	Qty. On Shipments	Open Qty.	
C + 0	ADD B	ILANKET SO LINE	IAL SHIPPING	SPS EDI ADD INVOICE Create Kit Assembly	LINE ITEM	I ENHANCEMENT	ADD ITEMS	PO LINK	IIPMENTS I⊷I IX ^UOM	1 Quantity	Qty. On Shipments	Open Qty.	

• Create a New Shipment for the same backorders sales order when ever inventory is in stock

Shipments	4 - A Baby Inc.																		NOTES	ACTIVITIES	FILES	TOOLS -
	∽ + 🛍	ĸ	<	>	ы	CONFIR	RM SHIPI	MENT	HOLE)	ADDITIO	NAL EDI D	OCUMENTS									
Shipment Nbr	SH-0059664 ,C		Custom	ier:	C-00	0000003 - A	A Baby Inc	с.		0	Shippe	d Quant	2.00									^
Туре:	Shipment		Location	n:	MAIN	N - Primary	y Location	1			Shippe	d Weight:	0.280000									
Status:	Open		Wareho	use ID:	NY -	Machrus N	New York	Direct F	ulfillment		Shippe	d Volume:	0.000000									
Operation:	Issue		Workgro	oup:					Q		Packag	jes:	1									
* Shipment Dat	e: 1/10/2023 •		Owner:						Q		Packag	ge Weight:	0.380000									
SO Customer	588964														D	}						
Description:																						
DETAILS	ORDERS SH	IPPING	SHI	IPSTATIO	ON INFO	O PAG	CKAGES	SP	'S EDI													
С +	0 × LIN	E DETA	ILS A	ADD ORD	DER	INVENT	ORY SUN	MARY	⊷	X]											
🗟 🕼 🗋 Orde Type			Inven	ntory ID						Desc	ription										L	ocation
> 0 D SO	SO-005238	0	CCP	2 <u>803</u>						Cha	mp Celebr	ations Kids;	Party Favors A	ctivity C	craft Set	-Entertainment S	et(8)				1	DEFAULT

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	A Baby Inc.									🗋 NOTES	ACTIVITIES	FILES	TOOLS
ຕີ 🗎 🗠	-	<	> CONFIRM SHIPMENT HOL	D ADDITIONAL E	DI DOCL	IMENTS .							
Shipment Nbr.:	SH-0059664 ,0	Customer:	C-00000003 - A Baby Inc.	Shipped Quar	nt	2.00							
Туре:	Shipment	Location:	MAIN - Primary Location	Shipped Weig	ht	0.280000							
Status:	Open	Warehouse ID:	NY - Machrus New York Direct Fulfillment	Shipped Volu	me:	0.000000							
Operation:	Issue	Workgroup:	م	Packages:		1							
Shipment Date:	1/10/2023 -	Owner:	م	Package Wei	ght	0.380000							
SO Customer	588964												
Description:													
DETAILS OF	RDERS SHIPPI	NG SHIPSTATIO	IN INFO PACKAGES SPS EDI										
0 + 0	× LINE DE	TAILS ADD ORD	DER INVENTORY SUMMARY	X									
				Location	Free Item	*Warehouse	*UOM	Shipped Qty.	Ordered Qty.	Open Qty	Packed Qty	Lot/Seria	al Nbr.
avors Activity Craft	Set-Entertainment S	Set(8)		DEFAULT		*Warehouse	*UOM EA	Shipped Qty. 2.00	Ordered Qty. 2.00	Open Qty 0.00			al Nbr.

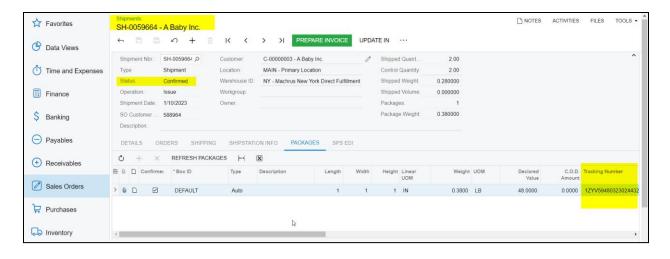
- Navigate to Ship Station portal and refresh the store
- After refreshing the store, the shipment will be synced to Ship Station portal

ShipStation	Onboard Insights Orders Shipments Products Customers Scan 📟	• • • • •
	All Search Results for "SH-0059664" C Reload	Group By Columns
Advanced Search All Search Results	Create + Print Labels 🔻 🦩 Get Rate Print 🔻 Assign To 🔻 Tag 💌 New Order Bulk Update 💌 Allocate 💌 Other Actions 💌	
Awaiting Payment		Show Sidebar
> On Hold	Order # • Status • Age • Item Name • Item SKU • Notes Batch	Order Date 🔻 Gift 🔻 Re
	SH-0059664 Awaiting Shipment 7 hr Champ Celebrations Kids; Party CCPB03 🖉 🗐 😰	01/10/2023
> Awaiting Shipment		
> Shipped		
> Cancelled		
> Order Alerts		
0		
 Open Batches 		
100161 0	4	
100160 9		
100145 1	6)

- Perform create a print label
- After printing the label, navigate back to Acumatica and refresh the shipment screen
- Shipment will be in confirmed status
- Ship Station info and Tracking number details will be fetched back successfully.

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Favorites	Shipments SH-0059664 - A Baby Inc.	NOTES ACTIVITIES FILES TOOLS .
Data Views		
	Shipment Nbr: SH-0059664 /P Customer: C-00000003 - A Baby Inc. Ø Shipped Quant. 2.00	· · · · · · · · · · · · · · · · · · ·
Time and Expenses	Type: Shipment Location: MAIN - Primary Location Control Quantity 2.00	
a	Status: Confirmed Warehouse ID: NY - Machrus New York Direct Fulfillment Shipped Weight: 0.280000	
Finance	Operation: Issue Workgroup: Shipped Volume: 0.000000 Shipment Date: 1/10/2023 Owner: Packages: 1	
Banking	SO Customer	
Daliking	Description:	
Payables	DETAILS ORDERS SHIPPING SHIPSTATION INFO PACKAGES SPS EDI	
Receivables	Carrier: UPS	
	Service: UPS® Ground	
Sales Orders	Tracking Number: 1ZYV59480323024432	
	Shipping Cost: 16.640000	
Purchases	Label Create Date 1/10/2023 3:29 AM	
Fulchases		

Sales order status should be in completed status and multiple shipments should display

Favorites	Sales Orders SO SO-0052380 - A Ba	aby Inc.				C	NOTES ACTIVITI	ES FILES TOOLS -
🕒 Data Views	Q II II Z	+ 🗊 Ö• K	< > > PI	REPARE INVOIC	E			
z .	DOCUMENT USER-DEFINED FIELDS							
Time and Expenses	* Order Type: SO	Customer:	C-00000003 - A Baby Inc.		Ordered Qty.:	5.00		^
Finance	Order Nbr.: SO-005238	Location:	MAIN - Primary Location		Discount Total:	0.00		
	Status: Completed	Contact:			VAT Exempt T	0.00		
S Banking	Date: 1/6/2023	Currency:	USD 1.00 -	VIEW BASE	VAT Taxable T	0.00		
Danking	Requested On: 1/6/2023				Tax Total:	0.00		
Payables	Customer Ord 588964				Order Total:	120.00		
€ I dyabiot	External Refer	Description:	Enable Warehouse Rout					
+ Receivables	Sent to W	'H	Warehouse routing	ung			De	
Ŭ			Enable Machrus Price L	oaic				
Sales Orders								
	DETAILS TAXES C	OMMISSIONS FINANCI	AL SHIPPING SPS	S EDI SPS ED	DI DETAILS ADDR	RESSES DISCOUNTS	SHIPMENTS	PAYMENTS 😵
Purchases	\circ + \times \mapsto	x						
linventory	🖹 🔒 🗋 Shipment Type	Document Status Nbr.	[–] Shipment Date	Shipped Qty.	Shipped Weight	Shipped Invoice Type Volume	Invoice Nbr.	Inventory Doc. Typ
	> 🛛 🗋 Shipment	SH-0059663 Confirme	d 1/10/2023	3.00	0.420000	0.000000		
More Itoms	🔒 🗋 Shipment	SH-0059664 Confirme	d 1/10/2023	2.00	0.280000	0.000000		
<								



Retrieving Single Shipment for Multiple Orders from Acumatica to Ship Station

• In Acumatica ShipStation Configuration, select Export Entity Type as "Shipment "from the dropdown

🗮 Menu	Search		٩	C			
ShipStation Configuration							
CONFIGURATION SETTING	38						
* Export Entity Type:	Shipment						
* Ship Via:	FEDEXGROUND, WILLCALL						
Modify ShipVia on Shipment Confirmation							
Carrier:							
Default Box:	LARGE A						
Default Shipping Terms:	FLATRATE1						
Weight Unit:	Pounds						
🗢 🛃 Import Freight cost valu	e from ShipStation o	n Shipment Confirma	-				
🛇 🗹 Replace blank Bill To/Sh	hip To Company Nan	ne with Customer Nam	e				
Export Page Size:	100						
Adjust export date by:	0						
Notify on Orders/Shipment Deletion							
NOTES:							
a. If any Orders or Shipments fail the required length or mandatory conditions of ShipStation, the same is excluded. This information will be logged in the screen called "ShipStation Log Details" with a text that says Order/Shipment XYZ skipped because of specific reason. Please monitor the logs regularly for any specific messages there.							
b. If a shipment is exported to ShipStation and then deleted in Acumatica without the Notify on Deletion feature activated; in this scenario when Shipment confirmation is received from ShipStation no further action will happen in Acumatica except for an entry in the logs							
 It is recommended that you activate the Notify on Deletion feature so that you are warned when you try to delete and Order or Shipment in Acumatica and if that same entry is already present in the ShipStation system 							

- Navigate to Sales Order Screen: DISTRIBUTION-> SALES ORDER->WORK AREA-> SALES ORDERS Make sure the Ship via in sales Order same as selected in the ShipStation Configuration screen.
- Place a sales order and create a shipment.
- I.

🗙 Favorites	Sales Orders SO SO-0052381 - A Baby Inc.		D	NOTES ACTIVITIES	FILES TOOLS -		
C Data Views	S C C C C C C C C C C C C C	CREATE SHIPMENT	HOLD ADDITIONAL EDI DOCUMENT	's			
Time and Expenses	* Order Type: SO ,O * Customer:	C-00000003 - A Baby Inc. ρ ℓ	Ordered Qty.: 1.00		^		
Finance	Order Nbr.: SO-0052381 A + Location: Status: Open Contact:	MAIN - Primary Location	Discount Total: 0.00 VAT Exempt T 0.00				
S Banking	* Date: 1/6/2023 • Currency:	· · · · · · · · · · · · · · · · · · ·	VAT Taxable T 0.00				
Ş Banking	* Requested On: 1/6/2023 - * Customer Ord 588968		Tax Total: 0.00 Order Total: 24.00	N			
Payables	External Refer Description:			Q.			
+ Receivables	Sent to WH	Enable Warehouse Routing Warehouse routing					
Sales Orders	Enable Machrus Price Logic						
Purchases			ENHANCEMENT ADD ITEMS PO LINI		*		
Diventory	B C *Branch *Inventory ID	Free Create Warehouse Item Kit Assembly	Line Description	*UOM	Quantity Qty. Shipmer		
···· Moro Itome	> 0 D US <u>CCPB03</u>	NY	Champ Celebrations Kids; Party Favors A	Act EA	1.00 0.0		

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Favorites	Sales Orders SO SO-0052	382 - A Bab	y Inc.					<u>ר אין ר או</u>	OTES ACTIVI	ITIES FILES	TOOLS -
🕑 Data Views	← 🖞 🕻	ം +	ı ĵ∙ K	< > >	CREATE	E SHIPMENT	HOLD ADDIT	TIONAL EDI DOCUMENTS			
	DOCUMENT	USER-DEFIN	ED FIELDS								
Time and Expenses	* Order Type:	SO J	Customer:	C-00000003 - A Ba	aby Inc.	20	Ordered Qty.:	1.00			^
_	Order Nbr.:	SO-0052382	> * Location:	MAIN - Primary Lo		20	Discount Total:	0.00			
Finance	Status:	Open	Contact:			20	VAT Exempt T	0.00			
	* Date:	1/6/2023	Currency:	USD 1.00	 VIEV 	W BASE	VAT Taxable T	0.00			
\$ Banking	* Requested On:	1/6/2023	•				Tax Total:	0.00			
\sim	* Customer Ord	588969					Order Total:	24.00	B		
Payables	External Refer		Description:								
		Sent to WH		Enable Warehou	se Routing						
+ Receivables				Warehouse routi	0						
				Enable Machrus	Price Logic						
Sales Orders	DETAILS T	AXES COM	IMISSIONS FINANCI	AL SHIPPING	SPS EDI	SPS EDI D	ETAILS ADDRES	SES DISCOUNTS	SHIPMENTS	PAYMENTS	
Purchases											ş
H Purchases	Č + 0	* × AD	D BLANKET SO LINE	LINE DETAILS	ADD INVOICE	LINE ITEN	I ENHANCEMENT	ADD ITEMS PO LINK	⊢ X	Ţ	
Inventory	🖹 🕕 🗋 *Branc	h °in	ventory ID	Free Item	Create Kit Assembly	Warehouse	Line Descriptio	on	* UOM	Quantity	Qty. Shipmei
More Itome	> 🛛 🗋 US	C	CPB03			NY	Champ Celeb	rations Kids; Party Favors Act	EA	1.00	0.0
<											

• Open Create Shipment screen, select the same Customer, Warehouse, and add the above-created Orders.

☆ Favorites	Shipments SH-0059665 - /	A Baby Inc.						□ NOTES A	ACTIVITIES	FILES	TOOLS -
🕒 Data Views	← □ □	v) + t	<u>i</u> i< <	CONFIRM SHIPMENT	HOLE	ADDITIONAL	EDI DOCUMENTS	s			
	Shipment Nbr.:	SH-0059665 🔎	Customer:	C-00000003 - A Baby Inc.	0	Shipped Quant	2.00				^
Time and Expenses	Type:	Shipment	Location:	MAIN - Primary Location		Shipped Weight:	0.280000				
	Status:	Open	Warehouse ID:	NY - Machrus New York Direct Fulfillmer	it	Shipped Volume:	0.000000	De			
Finance	Operation:	Issue	Workgroup:	5	C	Packages:	0				
	* Shipment Date:	1/10/2023 -	Owner:	ړ	C	Package Weight:	0.380000				
\$ Banking	SO Customer	588968,58896§									
	Description:										
Payables	DETAILS OR	DERS SHIPPI	NG SHIPSTATIO	ON INFO PACKAGES SPS EDI							
+ Receivables	ڻ + <i>ا</i>	× LINE DE	TAILS ADD ORI	DER INVENTORY SUMMARY	X						
	🗟 🕼 🗋 Order Type	Order Nbr.	Inventory ID		Descript	tion					
Sales Orders	> O D SO	<u>SO-0052381</u>	CCPB03		Champ	Celebrations Kids; P	arty Favors Activity	Craft Set-Entertainment Set(8)			
Purchases	🔒 🗋 so	<u>SO-0052382</u>	CCPB03		Champ	Celebrations Kids; P	arty Favors Activity	Craft Set-Entertainment Set(8)			
Diventory											

• Navigate to SS Portal and navigate the respective store.



ShipStation		Onboard Insights Order	rs Shipments Products	Customers Scan	1		%	••= • • •
Search Orders Advanced	Q C Search	Awaiting Shipment	C Reload			Bademo (acumaticademo.ker	nsiumsolutions	×
 Awaiting Payment On Hold 	1,523	Create + Print Labels	Get Rate Print 💌	Assign To 🔻 Tag 🔻	New Order Bulk Upd	ate Store refresh was success grid to see new orders.	ful. You have 1 new	order. Reload the
 Awaiting Shipment 	6,356	Filter By: Store ▼ Destina		Allocation Status Notes Gift	Order Date ▼ Other ▼ Item SKU ▼	Sav KSH MACHRUS 5th Decembe Last updated 01/10/2023 -08:26	G	Quantity Order
22R1 06Jan	29	SO-SO010668	21 days 12/19/2022	298	AACOMPUT01	Act Level1 Demo Instance G Error updating - see more	C 1	1
22R1 SS	1	SO-S0010667	24 days 12/16/2022 25 days 12/15/2022	2 9 E	AACOMPUT01 AACOMPUT01	Act	C ,	1
22R2 QA	14	SO-S0010653	25 days 12/15/2022	2 🗏 🖻	AACOMPUT01	< Acer Laptop Comp	AACUSTOMER	1
BA Store	33	SO-S0010626	34 days 12/06/2022	298	AACOMPUT01	Acer Laptop Comp	AACUSTOMER	1
Bademo (acumaticado)	em	SO-S0010626SO-S0010625	34 days 12/06/2022 34 days 12/06/2022	2 9 8 2 9 8	AACOMPUT01 AACOMPUT01	Acer Laptop Comp Acer Laptop Comp	AACUSTOMER	1
Christian Light	39	SO-S0010625	34 days 12/06/2022	298	AACOMPUT01	Acer Laptop Comp	AACUSTOMER	1
C IC DEMO		SO-S0010624	34 days 12/06/2022	r 🖻 r	AACOMPUT01	Acer Laptop Comp	AACUSTOMER	1
	-	SO-SO010624	34 days 12/06/2022	2 🖻 🖻	AACOMPUT01	Acer Laptop Comp	AACUSTOMER	1
 Open Batches 		SO-S0010623	34 days 12/06/2022	2 9 B	AACOMPUT01	Acer Laptop Comp	AACUSTOMER	1
100161	0	SO-SO010623	34 days 12/06/2022	2 9 B	AACOMPUT01	Acer Laptop Comp	AACUSTOMER	1
100160	9	SO-SO010622	34 days 12/06/2022		AACOMPUT01	Acer Laptop Comp	AACUSTOMER	1
100145	1	SO-SO010622	34 days 12/06/2022	298	AACOMPUT01	Acer Laptop Comp	AACUSTOMER	1
+ Create a New Batch		< Viewing 1 - 1 of 1						≥250 ▼ per page

• Click on Create+ Print label

Advance aiting Payment	Order Details	Awaiting St	lipment		Print V	Add to Batch	Processing Purchasing label from carrier.	,
Hold	✓ Order Summary	Y				Reques	sted FEDEX 1 DAY (unmapped)	Show Side
aiting Shipment	Order Date	Cost	Edit	Recipient	Edit	Ship F	rom My Default Location 👻 🗐	Quantity V Ord
Store	Order Date 01/10/2023	Product \$48.00		Ship To A Baby Inc.		We	eight 2 ‡ (lb) 4.4 ‡ (oz)	2
demo (acumatica	Paid Date 01/10/2023	Shipping \$0.00		A BABY INC. 1958 59TH ST		Ser	vice UPS® Ground 🔹 🕸	10
istian Light	Ship By	Tax \$0.00		BROOKLYN, NY 11204-2388 US 718-633-3730	Validate	Pack	kage Package • +	→
DEMO	Hold Until	Total \$48.00		Suite / Apt Number Not Found or Inval Tax Information	Address		Size 1 * L 2 * W 3 * H (in)	
H MACHRUS 5th		Total Paid			Add	Confirma	tion Online *	
el1 Demo Instan- laHome sandbox	This is a gift	940.00		A Baby Inc. T18-633-3730 accounting@ababy.com		Insura	None *	
en Batches				≜ C-00000003		Rate \$16.64 C ^{al}	Cost Review Create + Print Label	
	Order Items				Split Ship	Delivery Friday 1/13 by	11:00 PM	
	Shipment Awaitin	ng Shipment			Edit Tags 🔻		Shipping Options	

• Navigate back to Acumatica and refresh the store.



☆ Favorites	Shipments SH-0059665 - A Baby Inc.			NOTES ACTIVITIES FILES TOOLS -
🕒 Data Views	ς # Β ν + θ	K K > > PREPARE INVOICE	UPDATE IN ····	
	Shipment Nbr.: SH-0059665 O	Customer: C-00000003 - A Baby Inc.	Shipped Quant 2.00	^
🚺 Time and Expenses	Type: Shipment	Location: MAIN - Primary Location	Control Quantity: 2.00	
	Status: Confirmed	Warehouse ID: NY - Machrus New York Direct Fulfillment	Shipped Weight: 0.280000	
Finance	Operation: Issue	Workgroup:	Shipped Volume: 0.000000	
	Shipment Date: 1/10/2023	Owner:	Packages: 1	
Sanking	SO Customer 588968,58896§		Package Weight: 0.380000	
	Description:			
Payables	DETAILS ORDERS SHIPPING	SHIPSTATION INFO PACKAGES SPS EDI		4 4
+ Receivables		NILS ADD ORDER INVENTORY SUMMARY I↔	X	
	🗄 🕼 🗋 Order Order Nbr. Type	Inventory ID	Description	
Sales Orders	> 0 D SO <u>SO-0052381</u>	CCPB03	Champ Celebrations Kids: Party Favors Activ	vity Craft Set-Entertainment Set/8)
	O □ SO <u>SO-0052382</u>	CCPB03	Champ Celebrations Kids; Party Favors Activ	
Purchases		<u></u>	sharp selectations (dus, runy runo) and	
Inventory				

• Both Sales orders will be in completed status.

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Sale SO		-00523	81 - A Ba		• I< <	>		EPARE INV								NOTES ACTIV	VITIES FILES	TOOLS -
				FINED FIELD		· ·		EPARE INV	JICE									
* OI	der T	ype:	so	Q	Customer:	C-000000	003 - A Bat	by Inc.		0 0	rdered Qty.:	1.00						^
	der N	lbr.:	SO-00523		Location:	MAIN - P	rimary Loc	ation		-	iscount Total:	0.00						
	atus:		Completed	1	Contact:			1		-	AT Exempt T	0.00						
Da		ted On:	1/6/2023		Currency:	USD	1.00	- VIEV	V BASE		AT Taxable T	0.00						
		ted On: er Ord	1/6/2023 588968								rder Total:	24.00						
		I Refer	200900	_	Description:							2						
			Sent to V	VH		Enable	use routin	-									G	
D	TAIL	. S T/	XES C	COMMISSIO	NS FINANCIA	L SH	IPPING	SPS EDI	SPS E	EDI DETA	ILS ADDRE	SSES DISC	COUNTS SH	HIPMENTS	PAYMENTS	RELATIONS	TOTALS	
ථ		+ 0	\times	ADD BLAN	KET SO LINE	LINE DETA	AILS A	DD INVOICE	LINE	ITEM EN	HANCEMENT	ADD ITEMS	PO LINK	↔ X	1.			
B 0		* Branch		* Inventory I	D		Free Item	Create Kit Assembly	Warehou	ise	Line Descript	ion		•UOM	Quantity	Qty. On Shipments	Open Qty.	Unit Pric
> 0		US		CCPB03					NY		Champ Cele	brations Kids; Pa	rty Favors Act	EA	1.00	1.00	0.00	24.0000

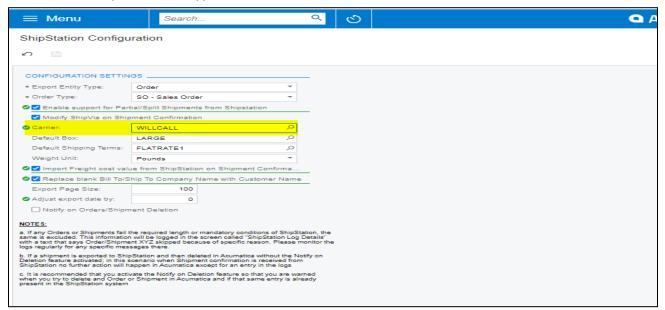
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DOCUMENT	USER-DEFINE	D FIELDS												
Order Type:	so ,o	Customer:	C-000000	03 - A Bal	by Inc.	0	Ordered Qty.:	1.00						
Order Nbr.:	SO-0052382 P	Location:	MAIN - Pr	mary Loc	ation	0	Discount Total:	0.00						
Status:	Completed	Contact:				0	VAT Exempt T	0.00						
Date:	1/6/2023	Currency:	USD	1.00	 VIEV 	VBASE	VAT Taxable T	0.00						
Requested On:	1/6/2023						Tax Total:	0.00				D≥		
Customer Ord	588969						Order Total:	24.00						
External Refer		Description:												
	Sent to WH		Enable V											
			Warehou											
			Enable N	achrus i	rice Logic									
DETAILS T	AXES COM	MISSIONS FINANCI	AL SHI	PING	SPS EDI	SPS EDI DI	ETAILS ADDRES	SES DISCO	DUNTS SH	IPMENTS	PAYMENTS	RELATIONS	TOTALS	
ڻ + <i>ا</i>	× ADD		LINE DETA	LS A						H X	.t.			
0 D *Branch		entory ID		Free	Create	Warehouse	Line Description			*UOM	Quantity	Qty. On	Open Qty.	Un
e 🗋 braner		entory to		Item	Kit Assembly		Line Description			00111	autority	Shipments	open aty.	01
					Assembly									
🛛 🗅 US	<u>cc</u>	PB03				NY	Champ Celebra	tions Kids; Part	y Favors Act	EA	1.00	1.00	0.00	2



Retrieving Multiple Line items of the same Warehouse Sales Orders from ShipStation to Acumatica

- In Acumatica ShipStation Configuration, select Export Entity Type as "Orders "from the dropdown.
- Select the required Order Types and click on Save.



• Create a Sales order in Acumatica with Multiple line items of same Warehouse, by default the status is OPEN in Acumatica

← SAVE &			∽ + ©	D - I<	< >	>I QUICI	K PROCESS AC	TIONS + INC	UIRIES - RE	PORTS -		
* Order Type:	SO	2	* Customer:	ABARTENDE -	USA Bartendi	ing Schor 🔎 🧷	Ordered Qty.:	4.00				
Order Nbr.:	SO005003	Q	* Location:	MAIN - Primary	Location	Q	Discount Total:	0.00				
	Hold		Currency:	USD ,P 1.00) ~ (V	VIEW BASE	VAT Exempt T	0.00				
Status:	Open			Credit Hold			VAT Taxable T	0.00				
* Date:	8/19/2019	-	* Project:	X - Non-Project	t Code.	20	Tax Total:	0.00				
* Requested On:	8/19/2019	-					Order Total:	1,320.00				
Customer Order			Description:									
Customer Order	DETAILS	TAX [DETAILS COP		NANCIAL SET			SHIPPING SETTI	NGS DISCOU	NT DETAILS SHI	PMENTS	
External Refer	DETAILS	TAX [DETAILS CON CATIONS ADD y ID Servi	INVOICE ADD	STOCK ITEM		IENT SETTINGS 8	SHIPPING SETTI		INT DETAILS SHI Component Line Ref.	PMENTS	App
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Once the Order is created, in ShipStation click on "Update All Stores"

ShipStation	Welcome Insights Orders Shipmer	nts Products Customers			T 0	÷
Account	Settings » Store Setup				Dpdate All Stores	
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Automation	2 marketplace stores are connected.	Your current subscription support	s stores in	n unlimited marketplace(s).	Orders	
Shipping	Show Inactive Stores			+ Connect a Store or Marketplace	Acu MW 19R1v109	
Printing	Store Name	Last Modified	Active	Actions	Orders	
 Templates 	Acu MW 19R1v109	08/16/2019	~	Edit Connection		
Inventory Management	🗬 Acu Store Yuriy Site	08/11/2019	~	Edit Connection		
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• Click on Order number will display a popup window with Order details and verify the address

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• Under Shipping Info provide the details which displays Rate and click on Create Label Button

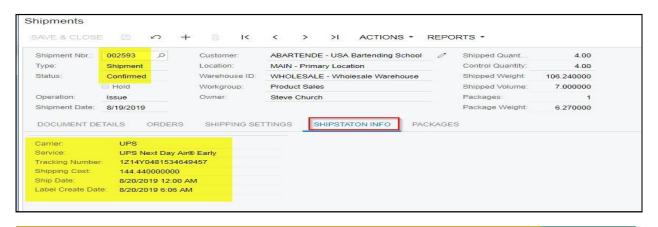
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• Once the order is shipped in ShipStation, the order will be updated in Acumatica through the URL. New Shipment will be created, and the order status will be changed to "Completed"

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Sales Orders 😭					D N	OTES AC	TIVITIES	FILES NO	TIFICATIONS	CUSTOMIZATION	TOOLS .
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Order Type: SO A	* Customer:	ABARTENDE - USA	Bartending Schoo	ol 🧷 Orde	ered Qty.:	4.00					^
Order Nbr.: SO005003	* Location:	MAIN - Primary Locat	ion	Disc	ount Total:	0.00					
Hold	Currency:	USD 1.00	* VIEW BAS	SE VAT	Exempt T	0.00					
Status: Completed		Credit Hold		VAT	Taxable T	0.00					
Date: 8/19/2019	* Project:	X - Non-Project Code			Total:	0.00					
Requested On: 8/19/2019				Orde	er Total:	1,320.00					
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Туре:	Shipment	Location:	MAIN - Primary Loca	ation		Control Quantity:	4.00				
Status:	Confirmed	Warehouse ID:	WHOLESALE - Who	lesale Warehouse		Shipped Weight:	106.240000				
	Hold	Workgroup:	Product Sales			Shipped Volume:	7.000000				
Operation:	Issue	Owner:	Steve Church			Packages:	1				
Shipment Date:	8/19/2019					Package Weight	6.270000				
DOCUMENT DE	REFRESH PACK		TTINGS SHIPSTA	TON INFO P	UOM	S Declared Value	C.O.D. Amount	Tracking Number		Custom Ref. Nbr. 1	Custom Ref. Nbr. 2
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• The Required Amount displaying In SS will displays as FREIGHT AMOUNT in shipment screen under Shipping Settings

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Shipment Nbr.:	002593	Q	Customer:	ABAF		- USA	Bartending	School	0	Shipped Quant.		4.00	
Туре:	Shipment		Location:	MAIN	- Prima	ry Loca	ation			Control Quantity		4.00	
Status:	Confirmed		Warehouse I	D: WHO	LESALE	E - Who	lesale Ware	house		Shipped Weight	100	6.240000	
	Hold		Workgroup:	Produ	uct Sales	в				Shipped Volume	e 7	7.000000	
Operation:	Issue		Owner:	Steve	Church					Packages:		1	
Shipment Date:	8/19/2019									Package Weigh	. (6.270000	
SHIP-TO CONT		Override C	ontact				PPING INFO	RMATIC					- 2
SHIP-TO CONT/						SHI	PPING INFC	RMATIC	DN				- 11
Company Nam		USA Barteno					Ship Via:			WILLCALL - W			
Attention:		Receiving	ang concer				FOB Point:						
Phone 1:		+1 (777) 532	-9522				Shipping Te	rms:		CFR - Cost and F	reight + I	Handling	
Email:			abartend.con				Shipping Zo	ne ID:					
SHIP-TO ADDRI										Residential Deliv	very		
		Override A	ddress							Saturday Deliver	'Y		
Address Line 1	e	201 Lower N	lotch Rd							Use Customer's	Account		
Address Line 2										Insurance			
City:		Little Falls					Freight Cur	rency:		USD 1.00	-	VIEW BASE	
Country:		US - United	States of Ame	rica			Freight Cos	t		144.44			
State:		NJ - NEW JE	ERSEY							Override Freight	Price		
		07424					Invoice Frei	ght Price	e B	Shipment			
Postal Code:													

Note: Due to Address provided the Freight Price displaying with 10\$ extra

Retrieving Shipment orders from Acumatica to ShipStation

• In Acumatica ShipStation Configuration, select Export entity Type as "Shipment "from the dropdown



≡ Menu	Search	٩	ତ
ShipStation Configu	ration		
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CONFIGURATION SETTIN	<u>as</u>		
* Export Entity Type:	Shipment	~	
* Ship Via:	FEDEXGROUND, WILLCAI	LL Ŧ	
Modify ShipVia on Ship	ment Confirmation		
Carrier:		Q	
Default Box:	LARGE	Q	
Default Shipping Terms:	FLATRATE1	Q	
Weight Unit:	Pounds	-	
Second Se	e from ShipStation on Shipm	ent Confirma	
🖉 🗹 Replace blank Bill To/S	hip To Company Name with C	Customer Name	
Export Page Size:	100		
Adjust export date by:	0		
Notify on Orders/Shipm	ent Deletion		
NOTES:			
 If any Orders or Shipments fail the same is excluded. This information with a text that says Order/Shipme logs regularly for any specific mession. 	will be logged in the screen called nt XYZ skipped because of specific	"ShipStation Log Details"	
b. If a shipment is exported to Ship Deletion feature activated; in this s ShipStation no further action will have a shipStation ships action will have a shipStation ships a ships a ships a ships a ship ship ship ships a ship ship ship ship ship ship ship ship	cenario when Shipment confirmati	on is received from	
c. It is recommended that you activ when you try to delete and Order o present in the ShipStation system	ate the Notify on Deletion feature : r Shipment in Acumatica and if tha	so that you are warned It same entry is already	

- Display all available Ship via codes in Multi selector.
- In ShipStation Configuration if user selected the Export Entity type as Shipments, then a new dropdown will display a dropdown with all available ship via codes. Users can select multiple ship via codes from the dropdown.

Note:

If the User tries to export orders with ship via which is not configured, then those order will not get displayed in XML

- By default, shipments with the status Open will be considered to export, and click on Save.
- Create Sales Orders in Acumatica Instance, by default the status is OPEN in Acumatica. The date will auto-populate with a current business date. Users can modify the dates accordingly. Once the order is created in Acumatica, the user will get the record in ShipStation as per the settings in the ShipStation preference screen.
- Navigate to Sales Order Screen -: DISTRIBUTION-> SALES ORDER->WORK AREA-> SALES ORDERS
- Make sure the Ship via in sales order same as selected in the ShipStation Configuration screen



Sales Orders											D NO	OTES	ACTIV	ITIES	FILES	NOTIF	ICATIONS	CUSTOMIZATI
← SAVE & (CLOSE	2	+ 🔟	0.	١<	<	>	>I QU	JICK	PROCESS	A	CTION	s •	INQUI	RIES •	REPO	RTS •	
* Order Type:	SO	* ۵	Customer:	ABAR	TENDE -	- USA Ba	rtending	Schor ,P	0	Ordered Qt	y.:		2.00					
Order Nbr.:	SO005000	* م	Location:	MAIN	- Primary	y Location	1	Q		Discount To	tal:		0.00					
	Hold		Currency:	USD	P 1.0	0	* VIE	W BASE		VAT Exemp	t T		0.00					
Status:	Open			Cred	it Hold					VAT Taxable	e T		0.00					
• Date:	8/19/2019	*	Project:	X - No	n-Projec	t Code.		Q	0	Tax Total:			0.00					
Requested On:	8/19/2019	·								Order Total:		1,	010. <mark>0</mark> 0				G	}
Customer Order:			Description:															
External Refer	TAILS T	AX DETAIL		IISSIONS	FINA	NCIAL SI	ETTINGS	B PAYI	MENT	SETTINGS	S	HIPPING	3 SETTI	INGS	DISC	OUNT DE	TAILS	SHIPMENTS
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• Click on ACTIONS -> CREATE SHIPMENT

Sales Orders		∽ + û	0 • K	<	> >I	QUICH		NOTES AC	TIVITIES FILES	NOTIFICATIONS	S CUSTOMIZATION
Order Type: Order Nbr.; Status: Date: Requested On: Customer Order: External Refer DOCUMENT DE	SC P SO005000 P Hold Open 8/19/2019 * 8/19/2019 *	Customer: Location: Currency: Project: Description:	MAIN - Prin USD P Credit Hol X - Non-Pro	nary Locatior 1.00 Id	VIEW BA	р ISE	Ordered Qty.: Discount Total VAT Exempt T VAT Taxable T Tax Total: Order Total:	Release fro Prepare In Create Pur	ceipt rr rder r s Order/Quote om Credit Hold	PETAILS	SHIPMENTS
SHIP-TO CONTA				SHIPPI	NG INFORM	ATION		Cancel Ord Place on B			
Company Name Attention: Phone 1:	e: USA I Recei +1 (7)	77) 532-9522		Sh Ca	hed. Shipmer ipping Rule: ncel By: aferred Wareh		8/19/2019 • Back Order Allov 8/19/2019 •	Recalculate Approve Reject Recalculate	e Prices e External Tax		
Email: SHIP-TO ADDRE Address Line 1:	SS Ove	ep@usabartend.con rride Address ower Notch Rd		Sh	ip Via: IB Point: ority:		FEDEX1 - F ,P	Create Ser	vice Order In the Calendar Boar	d	

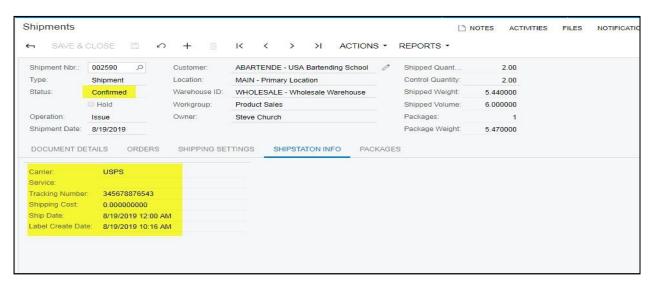
• Follow same steps as explained in Retrieving sales orders from Acumatica to ShipStation from Point 4 to 10 the after shipment, in Acumatica the Shipment status changes to confirmed and tracking number will display.

I.



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Shipment Nbr.:	002590 ,P	Customer:	ABARTENDE	E - USA Bartending	School 2	Shipped Quant	2.00				
Type:	Shipment	Location:	MAIN - Prima	ary Location		Shipped Weight:	5.440000				
Status:	Open	Warehouse ID:	WHOLESAL	E - Wholesale Ware	house	Shipped Volume:	6.000000				
6	III Hold	Workgroup:	Product Sale	s	Q	Packages:	1				
Shipment Date:	Issue 8/19/2019 - TAILS ORDERS	Owner: SHIPPING SET	Steve Church	HIPSTATON INFO	PACKA	Package Weight:	5.470000				
Shipment Date:	8/19/2019 -	SHIPPING SET	TINGS S		PACKA		5.470000				
Operation: Shipment Date: DOCUMENT DE DOCUMENT DE DOCUMENT DE Order Type	8/19/2019 • TAILS ORDERS	SHIPPING SET	TINGS S	HIPSTATON INFO	PACKA	AGES	5.470000 Shipped Qty.	Ordered Qty.	Open Qty.	Packed Qty.	Lot/Serial Nbr.

П.



III.

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Shipment Nbr.:	002590 P	Customer:	ABARTENDE - US	A Bartending Schoo	1 0	Shipped Quant	2.00			
Type:	Shipment	Location:	MAIN - Primary Lo	cation		Control Quantity:	2.00			
Status:	Confirmed	Warehouse ID:	WHOLESALE - WI	nolesale Warehouse		Shipped Weight:	5.440000			
	Hold	Workgroup:	Product Sales			Shipped Volume:	6.000000			
Operation:	Issue	Owner:	Steve Church			Packages:	1			
Shipment Date:	8/19/2019					Package Weight:	5.470000			
DOCUMENT D	REFRESH PACK	SHIPPING SE	TTINGS SHIPST	ATON INFO	UOM	S Declared Value	C.O.D. Amount	Tracking Number	Custom Ref. Nbr. 1	Cust
Ů + >	ec *Box ID						0.0000	345678876543		

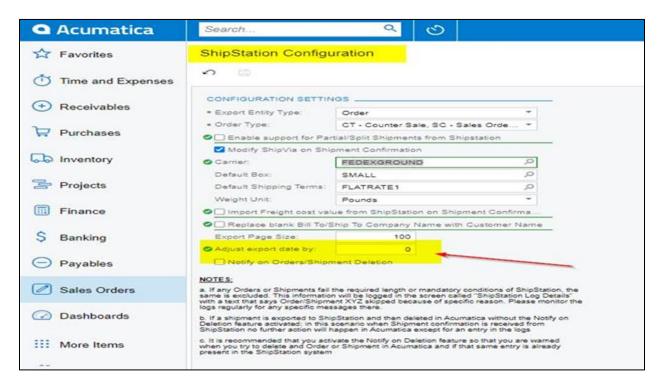


14. Adjust Export Date by field

• To export the old orders from Acumatica to ShipStation, please update the below configuration field with the required number of days.

Example:

If you want to sync orders from November 2022, please enter the appropriate number in the below-provided box.



15. Freight Currency Customization

Freight Currency Customization is feasible in both 23R1 and 23R2 versions

Note: For Existing customers selecting the Currency rate type explicitly in the SS setup screen is essential, as it is a mandatory field. Failure to choose this option will lead to store breakage

For the initial ShipStation setup, it's crucial to configure the mandatory fields in the SS Setup screen. This step ensures that orders can be exported from Acumatica to ShipStation seamlessly



Acumatica	Search Q	Revision Two Products Products Wholesale	3/22/2024 12:30 AM	💿 🚨 admin admin 🗸
Favorites	ShipStation Configuration		L'INOTES FILES	CUSTOMIZATION TOOLS .
🕒 Data Views	A Check this option if you wish to have the shipment Freight cost coming in from ShipStation to be assigned to the Shipment in Acumatica when the shipment is confirmed.			
	2. Enabling this feature means that if an order is set to Ship Complete and a partial shipment notification is received from ShipStation, then the order is set to Backorder Allowed automatically so that the shipment	ent data can be processed.		
1 Inventory Planning	🔝 In case of orders, the orders are exported by Order Last Modified Date and adjusted based on the adjustment value. In case of shipments, the orders are exported by the expected Ship Date and adjusted b	used on the adjustment value		
Time and Expenses	Please note that Currency Rate Type is mandatory under the configuration settings.			
Finance	A Please note that only those ShipVia methods which do not have an external plugin configured and set for calculation type of manual are displayed here			
<u>^</u>	A Since ShipStation requires the Company Name as a mandatory value, in case of the company name being blank; the plugin exports the Customer Name as Company Name to ensure that the export of the or	rder/shipment is not impacted		
\$ Banking	n 10			
🗁 Projects	CONFIGURATION SETTINGS			
Payables	Elipot Entity Type: Shipmant v Ship View BOSHIP FEDEXL FEDEXL FEDEXL FEDEXL			
	Currency Rate Type: SPOT O			
Receivables	Carrier WulcAuL			
Sales Orders	Default Box: SWALL P			
Purchases	Default Shipping Terms: FLATRATE1 P Weight Unit Pounds y			
W Purchases	veragit oni. Petros Petros v v v v v v v v v v v v v v v v v v v			
linventory	🗢 🖬 Replace blank Bill To/Ship To Company Name vith Customer Name			
Production Orders	Export Page Size: 0 Adjust expond date by: 0			
Geo Production Orders	Notify on Orders/Bhipment Delation			
Dashboards	API kay: 801804432edb4760bd844fb38077Cm API Password m			
	Confirm AP Bassyort			
More Items	NOTEs.			
<	a. If any Orders or Shipments fail the required length or mandatory conditions of ShipStation, the			

To Configure Currency Rate type follow the below steps:

A new field Currency rate type is introduced in Shipstation Configuration screen. It displays all currency rate types in the selector. It is a mandatory field. If we don't select warning message will be displayed

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Favorites	ShipStation Configuration		INOTES FILES	CUST	OMIZATION TOO	ols • *
🕑 Data Views	Check this option if you wish to have the shipment Freight cost coming in from ShipStation to be assigned to the Shipment in Acumatica when the shipment is confirmed.					
3+4	🔝 Enabling this feature means that if an order is set to Ship Complete and a partial shipment notification is received from ShipStation, then the order is set to Backorder Allowed automatically so that the shipment data can be processed	ed.				
Inventory Planning	1 case of orders, the orders are exported by Order Last Modified Date and adjusted based on the adjustment value. In case of shipments, the orders are exported by the expected Ship Date and adjusted based on the adjustment value.	value				
Time and Expenses	A Please note that Currency Rate Type is mandatory under the configuration settings.					
Finance	A Please note that only those ShipVia methods which do not have an external plugin configured and set for calculation type of manual are displayed here					
\$ Banking	Since ShipStation requires the Company Name as a mandatory value, in case of the company name being blank, the plugin exports the Customer Name as Company Name to ensure that the export of the order/ahipment is not imp	Jacted				
🖹 Projects	CONFIGURATION SETTINGS					
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(+) Receivables	Currency Rela Type: SPOT D D					
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Purchases	Default Shipping Terms: FLATRATE1 /P Weight Unit Pounds ~					
linventory	Import Freight cost value from ShipStation on Shipment Confirmat Replace blank Bill To Ship To Company Name with Customer Name					
Production Orders	Epot of Page Sax 0 Ø Adjust export data by: 0 21 holdy on disestilisionent Evalution 1					
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III More Items	Confirm API Password:					
<	NOTEX A If any Orients fait the required length or mandatry conditions of BhysStation, the					-

While confirming the shipment through shipment sync we will fetch latest Currency from the Sales Order and Currency rate type from the Shipstation configuration screen and it updates the currency code and currency price in the shipment screen.

- Navigate to Sales Order Screen: DISTRIBUTION-> SALES ORDER->WORK AREA-> SALES ORDERS Make sure the currency is selected in sales Order screen.
- Place a sales order and create a shipment.



0 30000 21 12		ABC Holdings I	Inc × K K	> >							NOTE:	S ACTIVI	TIES FILES	CUSTOMIZATION	TOOLS .
* Order Type:	SC		Customer:		VG - ABC Holdings	s Inc 🖉 Ordered Qty.: 18.0	00								^
Order Nbr.:		008096 0		MAIN - Prim		Discount Total: 0.0									
Status:		ipping	Contact		-,	VAT Exempt T 0.0									
Date:	2/2	2/2024	Currency:	GBP 1	.23876594 - VI	EW BASE VAT Taxable T 0.0	00								
Requested O	On: 2/2	2/2024	Project:	X - Non-Proj	ect Code.	/ Tax Total: 216.6	90								
Customer On	Ird			2		Order Total: 2,332.6	99								
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3 0 D Con	nfigurat	PRODWHOLE	*Inventory ID AALEGO500		Warehouse	Line Description	*UOM EA	Quantity 1.00		Open Qty. 1.00	Unit Price 110.00		Ext. Price 110.00		
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 6 6 6 6 1 		PRODWHOLE PRODWHOLE PRODWHOLE	AALEGO500 AAPOWERAID AMCON010	item	RETAIL RETAIL RETAIL	Lego 500 piece set Poweraid 32 Oz - Ict numbered Stainless Cap Hob - Straight A type 50mm	EA EA EA	1.00 1.00 1.00	Shipments 1.00 1.00 1.00	1.00 1.00 1.00	110.00 1.12 35.00	Price	110.00 1.12 35.00	Percent 0.000000 0.000000 0.000000	Amount 0.(0.(
		PRODWHOLE PRODWHOLE PRODWHOLE PRODWHOLE	AALEGO500 AAPOWERAID AMCON010 BOX	Item	RETAIL RETAIL RETAIL RETAIL	Lego 500 piece set Poveraid 32 Oz - Iot numbered Stainless Cap Hob - Straight A type 80mm Box 1	EA EA EA EA	1.00 1.00 1.00	Shipments 1.00 1.00 1.00 1.00	1.00 1.00 1.00	110.00 1.12 35.00 150.00	Price	110.00 1.12 35.00 150.00	Percent 0.000000 0.000000 0.000000 0.000000 0.000000	Amount 0.1
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🕑 Data Views			
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H Inventory Planning	Order Nor: S0008046 P - Location: MAIN - Primary Location P P Detail Total 22.00 Status: Open Contact: Amelia Armstrong P P Line Discounts: 0.00		
Time and Expenses	Outrain Operation State Contract Contract Operation Contract Oper		
0	Requested Or: 3/21/2024 Project: X - Non-Project Code. // / Fnsight Total: 0.00		
Finance	Customer Ord Description: Tax Total: 2.20		
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Z Sales Orders			
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allor inventory			
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- Navigate to SS Portal and navigate the respective store.
- Click on Create+ Print label
- Navigate back to Acumatica and refresh the store.



ShipStation	Insights Orders Shipments Products Customers Scan Rates	•
005471 × M Advanced Search	All Search Results for "005471" C Reload Group By Create + Print Labels Group By Create + Print Labels Group Bulk Update Allocate Other Actions	mns
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+ Create a New Batch	Viewing 1 - 1 of 1	ber page

_	on 23R2: Order # 005471					🛠 🛛 😫 Batch 🔹 🖨 Print 🔹	>
	Awaiting Shipment Edit Tags ▼ ✓ Shipment Details Ship To Address Edit Alta Ace Alta Ace 156 10th Ave New York, IL 62513 USA ↓ +1(21) 555-6724 ☑ ap@altaace.con t0 ▲ Invalid address Validate Address Validate Address ✓ Shipment Items	Cost Summary Ed Product Shipping Tax Total Total Paid ① Tax Information Ed	\$16.57 \$0.00 \$2.20 \$18.77 \$16.57	Ship By Set Date ▼ Hold Until Set Date ▼ Date Paid Today ▼ Assigned To None ▼ Batch Add To Batch ▼	kg Iplit Ship	Shipment Actions Configure Shipment Ship Today Preset Requested BCSHIP (unmapped) Ship From My Default Location Weight Ibs 2 (oz 11.52 (methics and action) Service UPS® Ground Package Package Salt and action Salt and action Estimated Arrival 	

After confirming shipment the currency rate type and Exchange rate will be changed



🖣 Acumatica	Search	< গ			Revision Two Products Products Wholesale	3/22/2024 → ⑦ [▲] admin admin →
Favorites	Shipments 005471 - Alta Ace				L1 NOTES	ACTIVITIES FILES CUSTOMIZATION TOOLS
🕑 Data Views		+ = K < > :		NATE IN		
H Inventory Planning	Shipment Nbr.: 005471 Type: Shipme Status: Confirm	ent Location: MAIN -	STOMER - Alta Ace // Primary Location ESALE - Wholesale Warehouse	Shipped Quant 1.00 Control Quantity. 1.00 Shipped Weight: 2.720000		
Time and Expenses	Operation: Issue Shipment Date: 3/22/20	Workgroup:		Shipped Volume: 3.000000 Packages: 1		
Finance	SO Customer Description:			Package Weight: 2.750000		
\$ Banking	DETAILS ORDERS	SHIPPING SHIPSTATION INFO	PACKAGES			
Projects	SHIP-TO CONTACT	Override Contact	SHIPPING INFORMATION			
Payables	Account Name: Attention;	Alta Ace Amelia Amstrong	Ship Via:	WILLCALL - W SHOP FOR RATES		
+ Receivables	Phone 1: Email:	+1 (212) 555-8724	FOB Point: Shipping Terms:	FLATRATE1 - Flat Rate Shipping - Amour		
Zales Orders	SHIP-TO ADDRESS	Override Address	Shipping Zone ID:	Residential Delivery		
Purchases	Address Line 1:	ADDRESS LOOKUP		Saturday Delivery		
Inventory	Address Line 2: City:	New York	Freight Currency: Freight Cost:	CAD 0.75333863 VIEW BASE 31.87		
Production Orders	Country: US - United States of America State: IL - ILLINDIS		Invoice Freight Price B.	Override Freight Price		
Dashboards	Postal Code: Latitude:	62513	Freight Price:	6.64		
More Items	Longitude:					
- <						