

**A**masty

For more details see the [Mass Order Actions](#) extension page.

# Mass Order Actions for Magento 2

Add new functionality to the default Magento 2 order grid. Save times on routine actions like sending invoices, submitting shipments and editing tracking numbers by doing that right on the the grid,

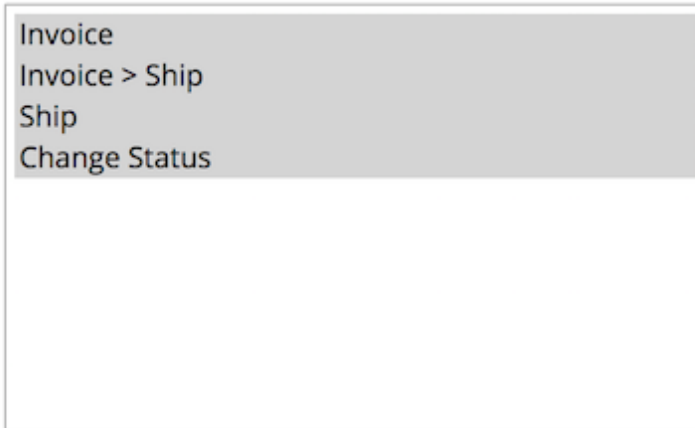
- Ship orders right from the order grid
- Create invoices and and edit tracking numbers on the grid
- Quickly modify order statuses
- Apply actions to multiple orders
- Utilize combinations of actions

## Extension Configuration

To configure the general extension settings please go to **Stores → Configuration → Amasty Extensions → Mass Order Actions** and expand the **General** section.

### General

Enabled Actions



Press CTRL+ left mouse button to select multiple values. To use "Update Order Attributes" action please install [Amasty Order Attributes](#) extension v2.2.0 or higher

**Enabled Actions** — select actions that will be available on the Order grid.

In the **Invoice Action** section you can:

## Invoice Action

Assign Status

Print Invoices

**Assign Status** — specify the status that will be assigned to an order automatically once the action is applied;

**Print Invoices** — enable this option to allow printing invoices.

Next, proceed to the **Ship Action** section:

## Ship Action

Assign Status

Default Carrier   
Will be pre-selected at the orders grid.

Default Title for Custom Carrier

Show Custom Carrier Title at the Order Grid

**Assign Status** — select a status that will be selected by default;

**Default Carrier** — choose shipping carrier that will be selected by default. You can also choose a custom carrier;

**Default Title for Custom Carrier** — specify the default title for a custom carrier;

**Show Custom Carrier Title at the Order Grid** — if the option is set to **No** the default title will be automatically applied to orders once the custom carrier is selected in the carriers dropdown. If the option is set to **Yes** the title field will be displayed on the grid and can be edited for orders regardless of the chosen carrier;

**Check State** — enable this option to automatically apply the order status related to the current state.

## Order Grid Actions

To edit orders please go to **Sales → Orders**.

To apply mass actions tick all the necessary products and then choose the action from the **Actions** dropdown.

With the module, you can edit many values right on the grid. For example, you can change the carrier, edit the tracking codes and title for any order.

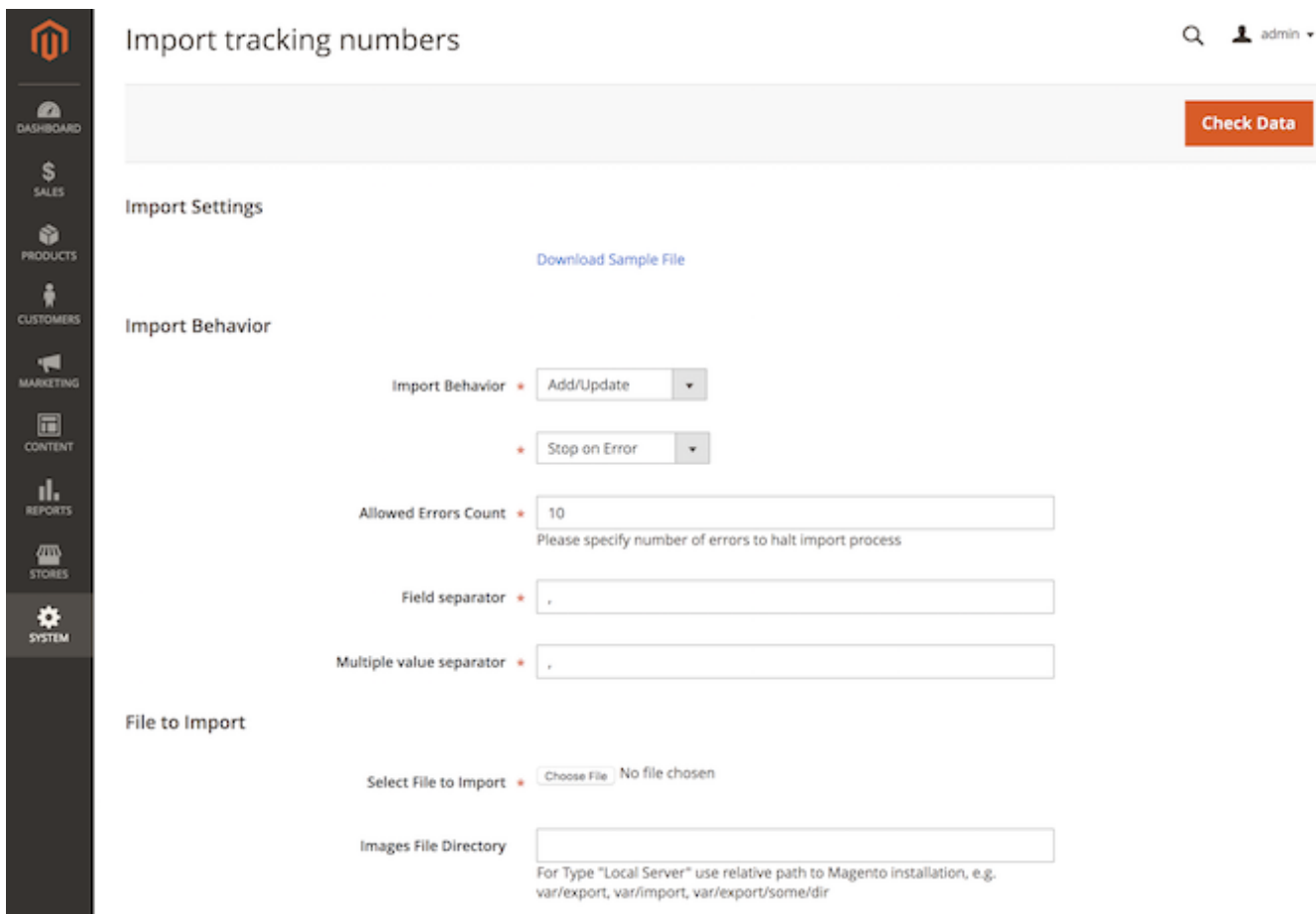
## Importing Tracking Numbers

To import tracking numbers for the orders please go to **System → Import Tracking Numbers**.

Download the sample file to get to know the file structure and create your own table for the import.

Shipment IDs in the CSV file are the same as Shipment IDs in **Sales → Shipments**.

Please make sure that the orders has the Shipped status before importing the tracking numbers.



Set the **Import Behavior** option to **Add/Update**. Also, you can choose **Delete** to erase previously added data.

Specify the file with the tracking numbers and hit the **Check Data** button to start the import process.

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Find out how to install the Mass Order Actions extension via [Composer](#).

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