



# **Bridge Batchcode**

## **USER GUIDE**

## User Guide - Batch code

This is a tracking tool to track customers based on a specific product purchased. Create a batch code for products and search all customers and guests who have purchased product with given batch code.

### 1. Extension

Please go to admin panel -> Batchcode -> Bridge Batchcode

## Bridge Batchcode

   admin ▾

Add New Item ▾

Search

[Reset Filter](#)

6 records found

20





per page



1

of 1



ID	Name	Qty	Product Id	Product Name	Expiry Date	Onsales	Priority
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	From  To 	<input type="text"/>	<input type="text"/>
2	Batch_Two2	9	1	Joust Duffle Bag	25/08/2021	1	2
3	Batch_Three	8	2	Strive Shoulder Pack	----	1	1
4	Batch_Four	10	2	Strive Shoulder Pack	----	0	2
5	One Two Three	12	1	Joust Duffle Bag	28/08/2021	0	1
6	Batch_One123	1	1	Joust Duffle Bag	24/08/2021	0	2
7	Batch_One_Two	1	1	Joust Duffle Bag	25/08/2021	0	1

### 2. Add New Item

Please click Add New Item button

## ITEM


### Item Information

#### Item Information

Name \*

Quantity \*

Products \*

Batch Expiry  

Priority \*

Status  ▾

Fill the batch name, quantity of batch code, select the product, batch expiry date, priority and status

# 3. Product shipment section

## New Shipment

← Back    Reset

CHECK / MONEY ORDER  
The order was placed using USD.

**Flat Rate - Fixed**  
Total Shipping Charges: **\$15.00**

Carrier	Title	Number	Action
<input type="button" value="Add Tracking Number"/>			

### Items to Ship

Product	Qty	Qty to Ship
Fusion Backpack SKU: 24-MB02  Batch_Nine(10)	Ordered 3	<input type="text" value="3"/>

We can see all the batch codes for this product

### Shipment Total

#### Shipment Comments

Comment Text

#### Shipment Options

- Append Comments
- Email Copy of Shipment

← Back   Login as Customer   Cancel   Send Email   Hold   Invoice   Reorder   **Edit**

### Payment information

Check / Money order

The order was placed using USD.

### Items Ordered

Product	Item Status	Original Price	Price	Qty	Subtotal	Tax Amount	Tax Percent	Discount Amount	Row Total	Batchcode
Fusion Backpack SKU: 24-MB02	Mixed	\$59.00	\$59.00	Ordered 3 Shipped 3	\$177.00	\$14.60	8.25%	\$0.00	\$191.60	<b>BATCHCODE :</b> Batch_Nine

The bath code for this product

### Order Total

#### Notes for this Order

##### Status

Processing

##### Comment

Notify Customer by Email

Visible on Storefront

**Submit Comment**

#### Order Totals

Subtotal	\$177.00
Shipping & Handling	\$15.00
Tax	\$14.60
<b>Grand Total</b>	<b>\$206.60</b>
<b>Total Paid</b>	<b>\$0.00</b>
<b>Total Refunded</b>	<b>\$0.00</b>
<b>Total Due</b>	<b>\$206.60</b>

## 4. Search the order by batch code

### Bridge Batchcode

Search 1 admin

← Back Reset **Search**

#### Search by Batchcode

Report Type \* Orders

Batch Code \* Batch\_Nine

Please select the batch code for search

Copyright © 2021 Magento Commerce Inc. All rights reserved.

Magento ver. 2.4

[Privacy Policy](#) | [Report an Issue](#)

### Search Result

Search 1 admin

Search **Reset Filter** 1 records found

20 per page 1 of 1

You will get the order details like this grid

Order ID	Purchased On	Bill to Name	Ship to Name	G.T. (Base)	G.T. (Purchased)	Status	View Order
From	From			From	From		
To	To			To	To		
13	Aug 24, 2021, 11:03:34 PM	Veronica Costello	Veronica Costello	\$206.60	\$206.60	processing	<a href="#">View Order</a>

## 5. Search the customer by batch code

Task "Rule processing: 2": 1 item(s) have been scheduled for update.

[View Details](#) System Messages: 6

### Bridge Batchcode

Search 1 admin

[← Back](#) [Reset](#) [Search](#)

#### Search by Batchcode

Report Type \* Customers

Batch Code \* Batch\_Nine

Copyright © 2021 Magento Commerce Inc. All rights reserved.

Magento ver. 2.4.3  
[Privacy Policy](#) | [Report an Issue](#)

### Search Result

Search 1 admin

Search [Reset Filter](#) 1 records found

20 per page [<](#) 1 of 1 [>](#)

You will get the customer details like this grid

Order ID	First Name	Last Name	Email	City	Street	Telephone	Zip
From							
To							
25	Veronica	Costello	roni_cost@example.com	Calder	6146 Honey Bluff Parkway	(555) 229-3326	49628-7978

Copyright © 2021 Magento Commerce Inc. All rights reserved.

Magento ver. 2.4.3  
[Privacy Policy](#) | [Report an Issue](#)

## 6. Import Batchcode

Please select in admin side System -> Import -> Select the entity type 'Import Batchcode' and Browse the CSV file then click on the button Check Data and import data.

### Import

Check Data  

#### Import Settings

Entity Type \*  [Download Sample File](#)

#### Import Behavior

Import Behavior \*  ?

Validation Strategy \*

Allowed Errors Count \*   
Please specify number of errors to halt import process

Field separator \*

Multiple value separator \*

Empty attribute value constant \*

Fields enclosure

#### File to Import

Select File to Import \*  No file selected.  
File must be saved in UTF-8 encoding for proper import

Images File Directory   
For Type "Local Server" use relative path to <Magento root directory>/var/import/images, e.g. product\_images, import\_images/batch1.

## 7. Export Batchcode

### Bridge Batchcode

Search 1 admin  
Add New Item  
Export to: CSV Export  
Search Reset Filter 4 records found 20 per page 1 of 1  

ID	Name	Qty	Product Id	Product Name	Expiry Date	Onsales	Priority
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	From <input type="text"/> To <input type="text"/>	<input type="text"/>	<input type="text"/>
11	test123344	5	2046	Erika Running Short	12/12/2021	1	1
24	test	5	2045	Erika Running Short-32-Red	12/12/2021	1	1
25	test123	5	2045	Erika Running Short-32-Red	12/12/2021	1	1
26	config	12	82	Teton Pullover Hoodie-XL-Purple	27/08/2021	1	1

**Export Batchcode here**

Copyright © 2021 Magento Commerce Inc. All rights reserved. Magento ver. 2.4.3  
[Privacy Policy](#) | [Report an Issue](#)



# THANK YOU



**B R I D G E**  
**\_\_\_\_\_ G L O B A L \_\_\_\_\_**

[www.bridge-global.com](http://www.bridge-global.com)

[info@bridge-global.com](mailto:info@bridge-global.com)