



CUSTOM ORDER NUMBER FOR MAGENTO 2 USER GUIDE



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1. Custom Order Number for Magento 2 Overview

Magento 2 Custom Order Number extension allows you to change the order number, invoice number, shipment and credit memo number. You can customize these numbers to make them meaningful and easy to manage.

2. How Does Custom Order Number for Magento 2 extension Work?

Please go to **Stores** → **Configuration** → **BSSCommerce** → **Custom Order Number**.

2.1. Custom Order Number Configuration

Custom Order Number

Enable
[store view] Yes
Version 1.0.0

Number Format
[store view] ORD-{mm}{yy}-{counter}-{storeId}-{rndNumbers1}
You can use: {d}, {dd}, {m}, {mm}, {yy}, {yyy}, {storeId}, {counter}, {rndNumbers**}, {rndLetters**}, {rndAlphanumeric**}.
Example: ORD-{mm}{yy}-{counter}-{storeId}-{rndNumbers03} => ORD-0517-00081-1-999.

Start Counter From
[store view] 1

Counter Increments
[store view] 1
If the last counter number is 005 and you fill in this field number "4", the next counter number will be 009.
Note: You should reset counter after setting new increments.

Number Counter Padding
[store view] 5
Total number of digits of the {counter} variable. If you set this field is 4 and the counter is 23, the counter number displayed will be 0023.

Reset Counter Number
[store view] Never

Reset Counter Number Now
[Store View]

In **Enable**: choose Yes to enable customized order number, or No to disable it (the order number is default order number).

In **Number Format**: enter a format containing letters, numbers as well as variables for the order number.

The variables that you can add to the order number format:

- {counter}: an incrementing number, is set up in the below configs.
- {d}: date with no 0 leading.
- {dd}: date, always has 2 digits
- {m}: month with no 0 leading
- {mm}: month, always has 2 digits
- {yy}: year with 2 digits
- {yyyy}: year with 4 digits
- {storeID}: ID of the Store in which customer placed order. It should be used in case your website has multiple stores.
- {rndNumbers**}: random a number, replace ** by a number to set the padding for random number. For example, you enter {rndNumber01} - the output of this variable will be the one-digit number, {rndNumber02} - the output of this variable will be the two-digit number.
- {rndLetters**}: random letters, replace ** by a number to set the padding of this variable. *For example*, you enter {rndLetter01}- the output of this variable will be one letter (a, b, c...), {rndNumber02} - the output of this variable will be two letters (ab, mn...).
- {rndAlphanumeric**}: random both number and letters, replace ** by a number to set the padding of this variable.

❖ Configuration of {counter} variable:

- In **Start Counter From**: enter a number to set which number the {counter} variable begins counting.
- In **Counter Increments**: enter a number to set the {counter} variable increase by whenever a new order is made. For example, if you set the increments is 5 and the last counter number is 004, the next counter number will be 009.

***Note:** After setting the new increments, you should reset the counter to be not confused when managing the order document.

- In **Number Counter Padding**: enter a number to set total of digits for counter number. *For example*, if the counter is at 9 and you set padding is 6, it would output 000009 (there are 5 numbers “0” added into front of counter number).

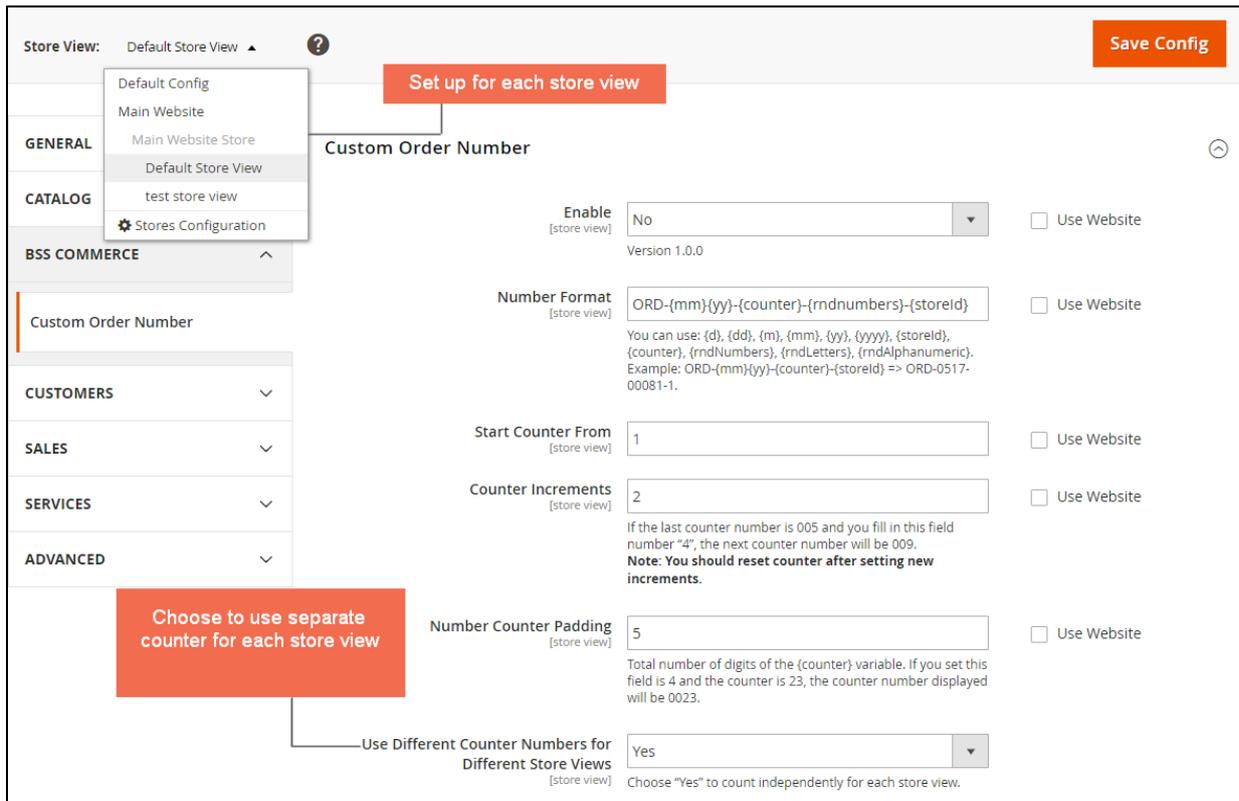
- In **Reset Counter Number**: choose an option to reset counter numbers automatically daily (By Day), weekly (By Week), monthly (By Month), yearly (By Year) or choose Never to never reset the counter.

***Note:** This module will reset counter depending on the time of sever and please make sure that cron job in your website always operates (refer [Configure and run cron](#) in Magento Dev Docs).

- In **Reset Counter Number Now**: click on the Reset Now button to reset the {counter} variable immediately. It is just reset for the next increment number.

*** Note:** If your website has multiple store views, you can customize the order number for each store view.

In **Configuration** → **Store View**, please select a store view. The config “**Use Different Counter Numbers for Different Store Views**” will appear.



In Use Different Counter Numbers for Different Store Views:

+ Choose Yes to use individual sequence of counter for each store view, which means each store views has own sequence. *For example*, your website has 2 store views A and B. The first order is placed in store A and the sequence of {counter} variable of order number in this store is 1. After that, an order is placed in store B and the sequence of {counter} variable also is 1, because it is not dependent on the store A.

+ Choose No to use the sequence of counter for all store views (like default). In case the below example, the sequence of {counter} of order number in store B is 2, not 1.

***Note:** If the order number is duplicated, a random number will be added to this number.

2.2. Custom Invoice Number Configuration

Custom Invoice Number

Enable [store view] Yes

Similar to Order Number [store view] Yes
Decide to use the order number as the invoice number or not.

Replace Part of Order Number [store view] ORD
You can not replace variables. If format of order number is ORD-{count}-{mm}{dd}, you only can replace ORD- part.

Part of Oder Number is Replaced by [store view] INV
Fill in this bank the content that you want to replace with the content in Replace Part of Order Number.

In **Enable**: choose Yes to enable the customized invoice number, or No to disable it (use the default invoice number).

In **Similar to Order Number**:

- Choose Yes to make the invoice number similar to the order number, which means the invoice number will use the transaction which the order number belongs to. You can replace letters part in order number format by other letters which are more suitable (you can't replace the variable in order number format:

+ In **Replace Part of Order Number**: enter a part of letters in the order number format that you want to replace it.

+ In **Part of Order Number is Replace by:** enter the letters that replace with the above part.

- Choose No in order not to use the order number for the invoice number. You can customize an individual invoice number like customizing order number above.

Custom Invoice Number

Enable [store view] Yes

Similar to Order Number [store view] No
Decide to use the order number as the invoice number or not.

Number Format [store view] INV-ORD-{mm}{yy}-{counter}-{storeId}
You can use: {d}, {dd}, {m}, {mm}, {yy}, {yyyy}, {storeId}, {counter}, {rndNumbers}, {rndLetters}, {rndAlphanumeric}.
Example: INV-{mm}{yy}-{counter}-{storeId} => INV-0517-00081-1.

Start Counter From [store view] 1

Counter Increments [store view] 1
If the last counter number is 005 and you fill in this field number "4", the next counter number will be 009.
Note: You should reset counter after setting new increments.

Number Counter Padding [store view] 5
Total number of digits of the {counter} variable. If you set this field is 4 and the counter is 23, the counter number displayed will be 0023.

Reset Counter Number [store view] By Day

Reset Counter Number Now [Store View]

2.3. Custom Shipment Number Configuration

It is the same as Custom Invoice Number Configuration.

2.4. Custom Credit Memo Number Configuration

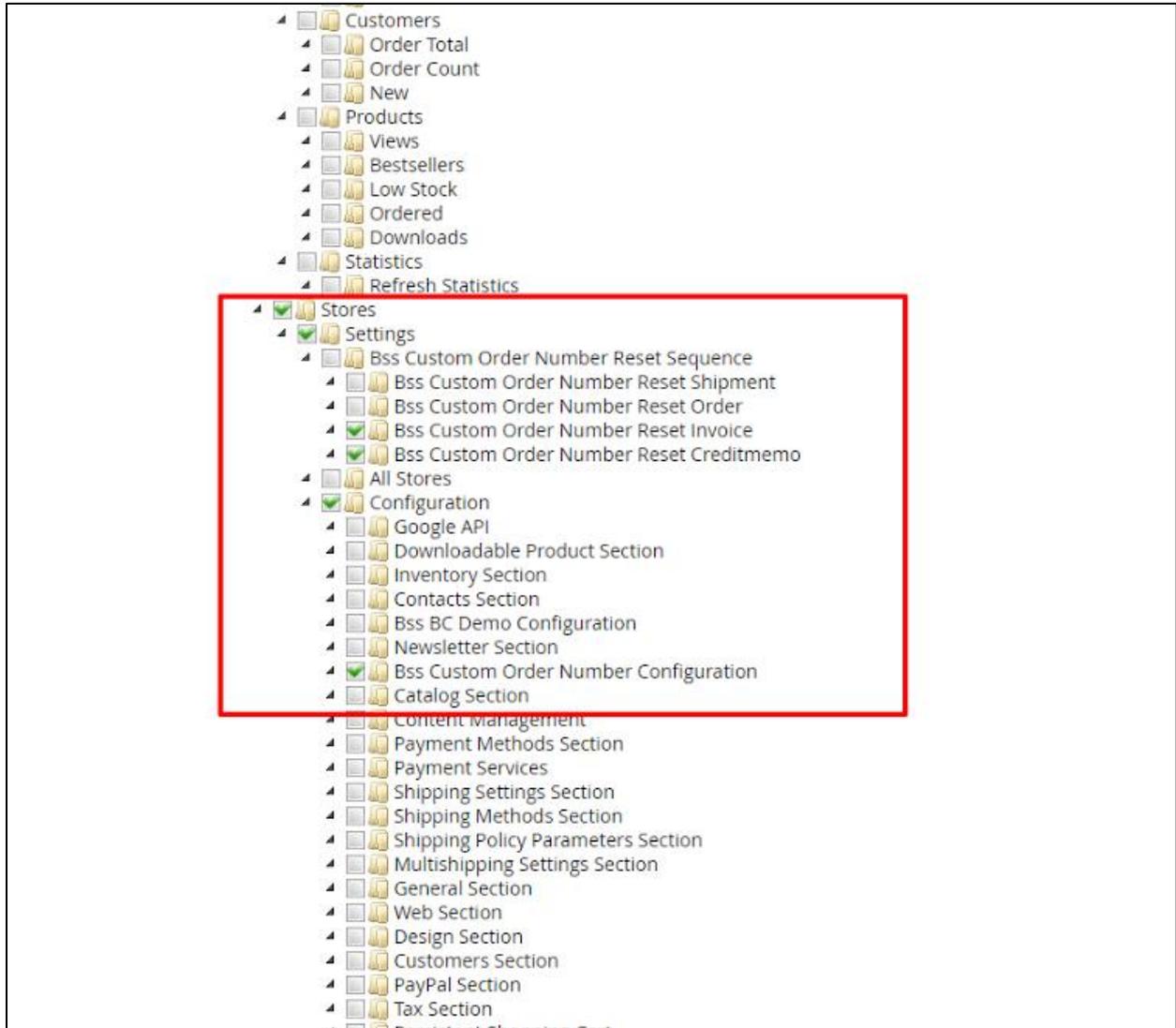
It is the same as Custom Invoice Number Configuration.

***Note:** - Because the scope of the module configuration is store view, you can customize the numbers for each store view.

- After setting, you need to save your configuration then flush cache to start using the module.

2.5. Set User Role to manage the module

Please go to **System** → **Permissions** → **User Roles**, press **Role Resources** tab



3. Contact Us



Free 1-year
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Free Lifetime
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Free
Installation

Any questions or concern about us, feel free to contact:

Website: <http://bsscommerce.com>

Support: support@bsscommerce.com

BSS Support team is always ready to aid you with any issue referring to our products. Additionally, we also give you Website development and Administration Support.

We do offer:

1. Free installation services for commercial products.
2. Free updates within offered support period.

Our duties:

1. Responsibility for resolving product bugs.
2. Help with technical queries.
3. Technical support in installation and product usage.

