

Colissimo Official for 2.XX

How to create a Colissimo user account?

In order to create an account you need to contact Colissimo's support agent.

You can reach them using this URL: <https://www.colissimo.entreprise.laposte.fr/contact>
Once it is done, you'll get a user ID + a password.

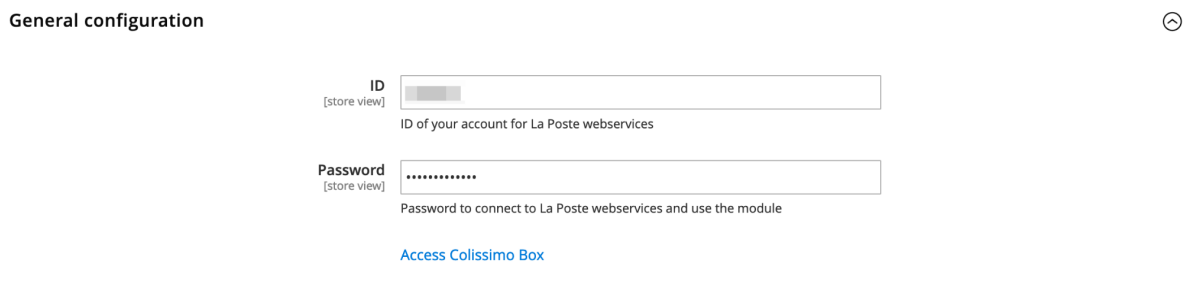
You'll need those credentials to use the plugin so once you have them, feel free to set them in the Colissimo's configuration page to start using the extension.

Here are some test credentials if you wish to give a try:

User ID: 821342
Password: Clp!2021

You can set them in the configuration by clicking on Shops -> Configuration-> Sales->La Poste Colissimo Advanced Settings.

Here is a screenshot of the configuration.



The screenshot shows a configuration page titled "General configuration" with a close button in the top right corner. It contains two input fields: "ID" with a "[store view]" label and a description "ID of your account for La Poste webservice", and "Password" with a "[store view]" label and a description "Password to connect to La Poste webservice and use the module". Below the fields is a blue link labeled "Access Colissimo Box".

What are EORI number, UK EORI number?

EORI stands for **“Economic Operators Registration and Identification number”**.

Businesses and people wishing to trade must use the EORI number as an identification number in all customs procedures when exchanging information with Customs administrations.

If you never heard about it then that probably means you don't need to worry about this parameter.

How to display shipping methods on the checkout?

1. Set your store address

Click on Store -> Configuration. Then in the “General tab” you’ll see “Store information”. Open it and fill it with information.

!/ \ Please keep in mind that Colissimo isn’t working worldwide. So if you’re testing then please select an address in France so you can fully see the features.

Here is an French address example:

12 Avenue Tony Garnier

69007 Lyon

Rhône-Alpes

France.

Save those settings.

2. Shipping methods configuration

Click on Store -> Configuration. Then access the “Sales” tab on the left and click “Shipping methods”.

Enable a shipping method such as “Colissimo Domicile without signature”.

Then set your price or simply set it to be free.

Shipping and Tracking Information

[Track this shipment](#)


Colissimo - Colissimo domicile sans signature

Total Shipping Charges: **€0.00**

Create Shipping Label...

Print Shipping Label

Show Packages

| Carrier | Title | Number | Action |
|--------------|----------------------|-------------------------------|---|
| Colissimo | Colissimo | 6A21739668729 |  |
| Custom Value | <input type="text"/> | <input type="text"/> | Add |

Colissimo Domicile without signature [store view] ▼
 Enable the Colissimo Domicile without signature mode

Name [store view]

Free shipping [store view] ▲
 Should the shipping method be free

3. Select the shipping method

Access your store front-end then set to purchase a product.
 If you're testing then set your address to a French one and please set a French number.

Address:

13 rue du Lac
 13002 Marseille
 Bouches du Rhône
 France

Fake French number: 0600000000

Please note that if you set an address that couldn't be handled by Colissimo then the shipping method won't be displayed.

You should now see your shipping method.

Shipping and Tracking Information

[Track this shipment](#)

Colissimo - Colissimo domicile sans signature

Total Shipping Charges: **€0.00**

| Carrier | Title | Number | Action |
|--|----------------------|-------------------------------|---|
| Colissimo | Colissimo | 6A21739668729 |  |
| <input type="text" value="Custom Value"/> ▼ | <input type="text"/> | <input type="text"/> | <input type="button" value="Add"/> |

Street Address *

City *

State/Province

Zip/Postal Code *

Country *

Phone Number *

Shipping Methods

- €0.00  Colissimo domicile sans signature Colissimo


Next

Shipping and Tracking Information

[Track this shipment](#)

Colissimo - Colissimo domicile sans signature

Total Shipping Charges: **€0.00**

| Carrier | Title | Number | Action |
|-----------|-----------|-------------------------------|---|
| Colissimo | Colissimo | 6A21739668729 |  |

4. Confirm your order by paying (You can use cash on delivery to test) and you're done.

How to generate a label?

1. Access your order

Access the order you've just created by going to: Sales -> Order and click on the link to "View" order details.

2. Ship the order

Click on the "Ship" button display at the top.

Shipping and Tracking Information

[Track this shipment](#)

Colissimo - Colissimo domicile sans signature

Total Shipping Charges: **€0.00**

Create Shipping Label...

Print Shipping Label

Show Packages

| Carrier | Title | Number | Action |
|--------------|----------------------|-------------------------------|---|
| Colissimo | Colissimo | 6A21739668729 |  |
| Custom Value | <input type="text"/> | <input type="text"/> | Add |

#000000528

← Back Cancel Send Email Hold Invoice **Ship** Reorder Edit

ORDER VIEW

Information

Invoices

Credit Memos

Shipments

Comments History

Order & Account Information

Order # 000000528 (The order confirmation email was sent)

Order Date: Aug 13, 2021, 11:26:33 AM

Order Status: Pending

Purchased From: Main Website, Main Website Store, Default Store View

Placed from IP: [REDACTED]

Account Information

Customer Name: Guest

Email: [REDACTED]

Customer Group: NOT LOGGED IN

Address Information

Billing Address [Edit](#)

test test
12 rue du lac
Marseille, Bouches-du-Rhône, 13000
France
T: 0599669977

Shipping Address [Edit](#)

test test
12 rue du lac
Marseille, Bouches-du-Rhône, 13000
France
T: 0599669977

Scroll to the bottom of the page then click on the button to confirm shipment.

3. Generate the invoice

Do the same with “Invoice” button, click on it, scroll down and click on “Submit invoice” button.

Shipping and Tracking Information

[Track this shipment](#)

Colissimo - Colissimo domicile sans signature

Total Shipping Charges: **€0.00**

| Carrier | Title | Number | Action |
|-----------|-----------|---------------|--------|
| Colissimo | Colissimo | 6A21739668729 | |

4. Access the shipment page

Now that it has been successfully generated then click on "Shipment" tab on the left plus click on the "View" button once the shipment listing is displayed.

5. Generate the label

Scroll down a bit and you'll "Shipping and Tracking Information" plus a button to generate the label. Click on it.

Shipping and Tracking Information

Colissimo - Colissimo domicile sans signature

Total Shipping Charges: **€0.00**

Create Shipping Label...

| Carrier | Title | Number | Action |
|----------------|----------------------|----------------------|--------|
| Custom Value ▼ | <input type="text"/> | <input type="text"/> | Add |

Shipping and Tracking Information

[Track this shipment](#)


Colissimo - Colissimo domicile sans signature

Total Shipping Charges: **€0.00**

Create Shipping Label...

Print Shipping Label

Show Packages

| Carrier | Title | Number | Action |
|----------------|----------------------|-------------------------------|---|
| Colissimo | Colissimo | 6A21739668729 |  |
| Custom Value ▼ | <input type="text"/> | <input type="text"/> | Add |

A new interface shows, click on “Add products to package”, select your products then click on “Add selected products to package”.

Make sure to add them in kg then save.

Congratulations! Your shipping label has been created!


Shipping and Tracking Information

[Track this shipment](#)

Colissimo - Colissimo domicile sans signature

Total Shipping Charges: **€0.00**

| | | |
|--------------------------|----------------------|---------------|
| Create Shipping Label... | Print Shipping Label | Show Packages |
|--------------------------|----------------------|---------------|

| Carrier | Title | Number | Action |
|-----------|-----------|-------------------------------|---|
| Colissimo | Colissimo | 6A21739668729 |  |

| | | | | |
|--------------|---|----------------------|----------------------|-----|
| Custom Value | ▼ | <input type="text"/> | <input type="text"/> | Add |
|--------------|---|----------------------|----------------------|-----|