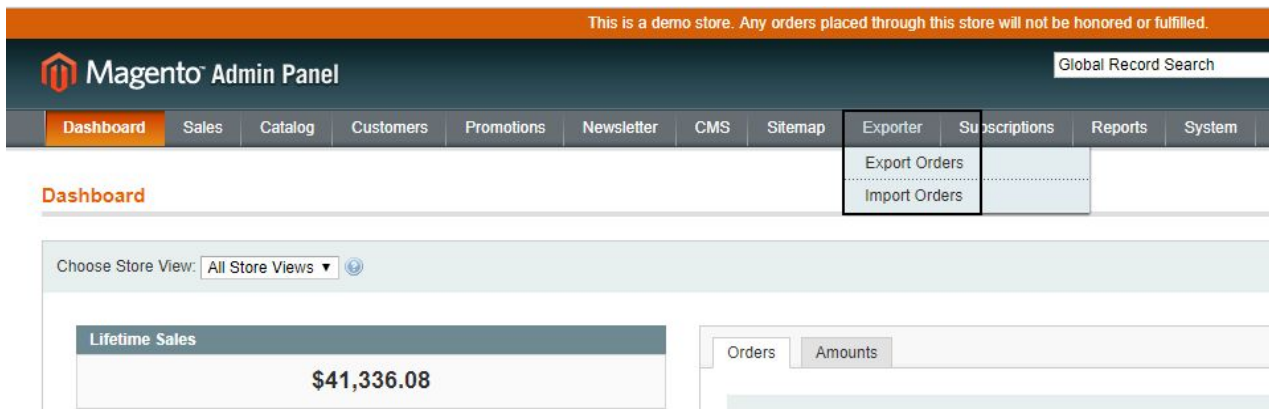


ORDER IMPORT / EXPORT EXTENSION

USER GUIDE

The Order Import / Export extension bulk exports orders from Magento® and imports them into other Magento® installs. It provides an easy way to migrate/transfer order data and related customer data to another Magento® instance. Using this extension you can export and import all the order data such as order invoices, shipments and credit memos as well as all related customer data such as billing/shipping address and email address. Order Import / Export Extension will create orders for guest and also for registered customers. Orders will automatically assign if order email address match with any existing customer else it will create order with guest customer. This extension supports all types of products.

Install extension on your Magento® installation. Once extension installed successfully, login into admin panel and “Exporter” menu will be appear in the admin header menu.



The screenshot shows the Magento Admin Panel interface. At the top, there is a warning banner: "This is a demo store. Any orders placed through this store will not be honored or fulfilled." Below this is the "Magento Admin Panel" header with a "Global Record Search" box. The main navigation menu includes "Dashboard", "Sales", "Catalog", "Customers", "Promotions", "Newsletter", "CMS", "Sitemap", "Exporter", "Subscriptions", "Reports", and "System". The "Exporter" menu is expanded, showing "Export Orders" and "Import Orders" options. Below the navigation, the "Dashboard" section is visible, featuring a "Choose Store View" dropdown set to "All Store Views" and a "Lifetime Sales" widget showing a total of \$41,336.08. There are also tabs for "Orders" and "Amounts" in the lower right area.

Please follow the below steps to use Order Import / Export extension:

Export Magento® Orders to CSV

1. To Export Magento® orders choose “Export Orders” option from “Exporter” sub menu (Exporter >> Export Orders). This will show the list of all Magento® orders. Select orders from order list (you can choose upto 200 orders at a time) and choose Export Action from left action menu and submit.

This is a demo store. Any orders placed through this store will not be honored or fulfilled.

Magento Admin Panel Global Record Search Logged in as admin | Tuesday, August 8, 2017 | Log

Dashboard Sales Catalog Customers Promotions Newsletter CMS Sitemap **Exporter** Subscriptions Reports System Get help for this page

Order Export [Export All Orders](#)

Page 1 of 3 pages | View 20 per page | Total 54 records found [Reset Filter](#) [Search](#)

Select Visible | Unselect Visible | 20 items selected

	Order #	Purchased From (Store)	Purchased On	Bill to Name	Ship to Name	G.T. (Base)	G.T. (Purc	Actions
<input checked="" type="checkbox"/>	100000049	Main Website Madison Island English	Mar 14, 2013 1:01:34 PM	Mosses Akizian	Mosses Akizian	\$823.45	\$823.45	Pending View
<input checked="" type="checkbox"/>	100000051	Main Website Madison Island English	Mar 28, 2013 8:45:53 AM	Robert Ngia	Robert Ngia	\$698.30	\$698.30	Canceled View

- Download process will be start and selected orders will be download in the CSV file.

Import Magento® Orders from CSV

- To import Magento® orders from CSV, choose "Import Orders" option from "Exporter" sub menu (Exporter >> Import Orders).
- On import order page, upload your order csv file and select Magento® store view(where orders should be associate) and order import limit(you can import up to 200 orders at a time).

Magento Admin Panel

Dashboard Sales Catalog Customers Promotions Newsletter CMS Sitemap **Exporter** S

Import Orders

Store View *

Order Import Limit *

Orders CSV File : * No file chosen

Note : Strictly recommend to use the csv file which has been generated by the same module.

- Click on the Import button. Import order process will be start and you will get success message once order import process completed successfully.



Features

- Import/Export orders for any type of product (simple/simple with custom options/configurable/grouped/bundle/downloadable/virtual)
- Import orders with any shipping method even if it is not enabled and/or doesn't exist in store at the time of import
- All orders will be import using "Check / Money Order" payment method.
- Can create Invoices, Shipments and Credit memo at the time of import
- Supports Multi-Stores and all currencies
- Great for Exporting orders from older Magento installs and Importing exact same orders on new install
- Enables Admin to export only selected orders or all orders
- Functionality to import orders to specific store view
- Easy to install and easy to use
- Provide an error report for orders which fails to import.

Support and Discussion

If you have any query/concern/issues you can contact us anytime at mage.support@raveinfosys.com