



# Webinse Order PDF

*Order PDF extension allows admin print orders in pdf format.*

## Overview

Do you want to print orders in the pdf format from backend, but can print only invoices? So, this extension is for you! We provide you with easy to use Order PDF extension.

If you want to print orders you just need to select blocks in the System->Configuration->Webinse->Order to PDF->Order Blocks tab. Then you may select orders on the Sales->Orders page and click to 'Export to .pdf file' in the 'Actions' block.

## Features

Possibility to insert logo and company information to PDF.

Deep customization (with color picker).

You can add or delete to pdf order blocks such as:

- ❖ Base Information
- ❖ Account Information
- ❖ Billing Address
- ❖ Shipping Address
- ❖ Payment Information
- ❖ Shipping & Handing Information
- ❖ Items Ordered
- ❖ Order Totals

Also, you can change some styles in pdf such as font size, font color and background color (see more in the System->Configuration->Webinse->Order to PDF->PDF Theming).



## **Administration & Configuration**

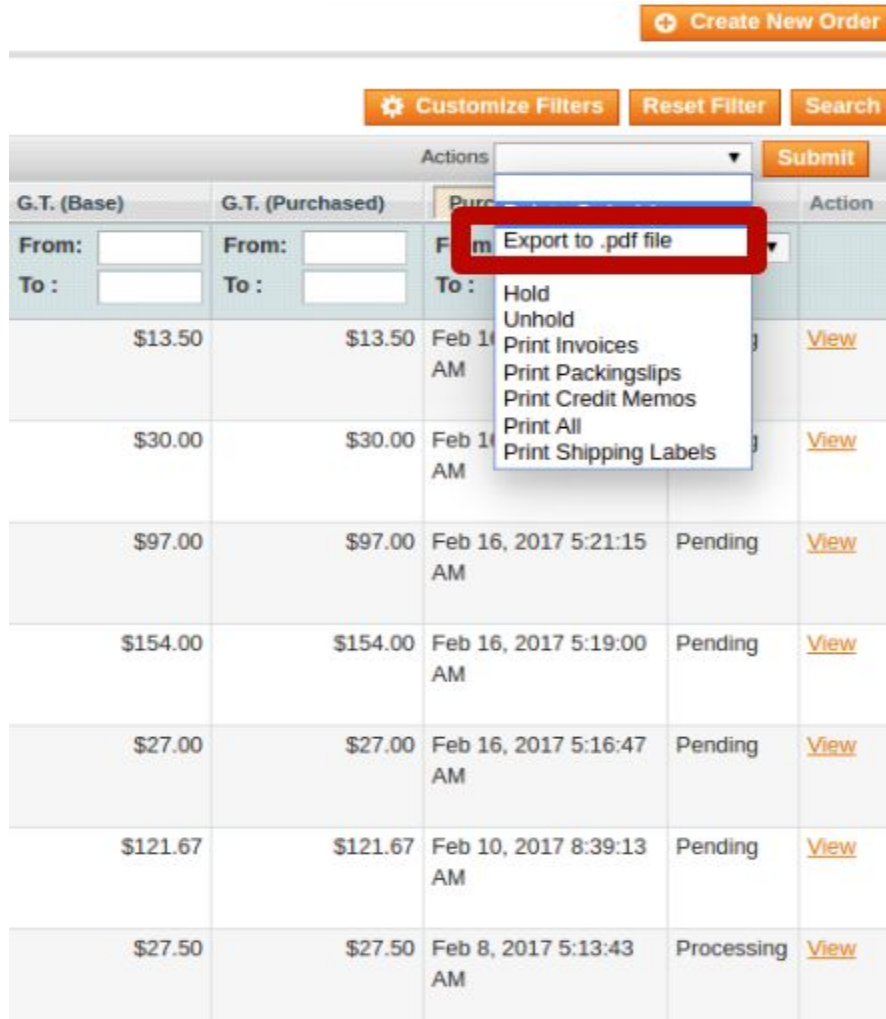
All features and user interfaces are fully configurable, installation requires little time and can be controlled from the Magento Administration Panel.

## **Version and Compatibility**

Order PDF Extension version 1.6.5 is compatible with Magento Community Edition version 1.7-1.9.2

## User Manual

Log into Magento admin panel, select Sales -> Orders. Then select order.



Actions:

G.T. (Base)	G.T. (Purchased)	From	To	Action
				<input type="button" value="Export to .pdf file"/>
\$13.50	\$13.50	Feb 16, 2017 5:21:15 AM		<a href="#">View</a>
\$30.00	\$30.00	Feb 16, 2017 5:19:00 AM		<a href="#">View</a>
\$97.00	\$97.00	Feb 16, 2017 5:16:47 AM	Pending	<a href="#">View</a>
\$154.00	\$154.00	Feb 10, 2017 8:39:13 AM	Pending	<a href="#">View</a>
\$27.00	\$27.00	Feb 8, 2017 5:13:43 AM	Processing	<a href="#">View</a>



Press Export to .pdf button.

Back Edit Cancel Send Email Hold Invoice Ship Reorder Delete Order **Export to .pdf**

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**Account Information**


Customer Name	<a href="#">John Dayton</a>
Email	<a href="mailto:JDayton@example.com">JDayton@example.com</a>
Customer Group	General

**Shipping Address** [Edit](#)

Jon Dayton  
5th street  
New York, New York, 91111  
United States  
T: 983639910  
F: 983639910

**Shipping & Handling Information**

Flat Rate - Fixed \$5.00





Go to System -> Configuration. In the left column choose Webinse -> Order PDF. Set up Order Blocks.

The screenshot shows the Magento Admin Panel interface. At the top, the header includes the Magento logo, 'Admin Panel', and user information: 'Logged in as admin | Wednesday, April 23, 2014 | Try Magento Go for Free | Log Out'. A search bar for 'Global Record Search' is also present. Below the header is a navigation menu with tabs for Dashboard, Sales, Catalog, Mobile, Customers, Promotions, Newsletter, CMS, Reports, System (highlighted), and a 'Get help for this page' link.


The main content area is divided into two columns. The left column contains the 'Configuration' sidebar, which is currently expanded to 'WEBINSE' and then 'Order to PDF'. Other options in the sidebar include 'Visit Website'. The right column shows the 'Order to PDF' configuration page. At the top of this page, a green message box states 'The configuration has been saved.' and a 'Save Config' button is visible. Below this is the 'Order Blocks' section, which contains a table of 'Order Visible Blocks' for the '[GLOBAL]' scope.

Block	Block Name	
Base Informat	Order Base Inform	Delete
Account Infor	Account Informatio	Delete
Billing Addres	Billing Address	Delete
Payment Infor	Payment informati	Delete
Shipping & H:	Shipping & Handir	Delete
Items Orderec	Items Ordered	Delete
		Add

At the bottom of the 'Order Blocks' section, there is a 'PDF Theming' dropdown menu.



Fill in company information.

Company Information		
Company Name	<input type="text" value="Webinse"/>	[STORE VIEW]
Address	<input type="text" value="388 Market Street Suite"/>	[STORE VIEW]
Email	<input type="text"/>	[STORE VIEW]
Phone	<input type="text" value="+14158902101"/>	[STORE VIEW]
Fax	<input type="text"/>	[STORE VIEW]
VAT Number	<input type="text"/>	[STORE VIEW]
VAT Office	<input type="text"/>	[STORE VIEW]
Company Logo Default Size	<input type="text"/>	[STORE VIEW]
	▲ Example format: 200x300.	
Company Logo	 <input type="button" value="Choose File"/> No file chosen <input type="checkbox"/> Delete Image	[STORE VIEW]
	▲ Allowed file types: jpeg, gif, png.	
Additional Image Form Size	<input type="text"/>	[STORE VIEW]
	▲ Example format: 200x300.	
Additional Image Form	<input type="button" value="Choose File"/> No file chosen	[STORE VIEW]
	▲ Allowed file types: jpeg, gif, png.	
Company Name Color	<input type="text" value="DB9E27"/>	[STORE VIEW]
	▲ Default: 000000	
Company Name Size	<input type="text" value="14px"/>	[STORE VIEW]
	▲ Default: 14px	
Company Information Text Color	<input type="text" value="000000"/>	[STORE VIEW]
	▲ Default: 000000	
Company Information Text Size	<input type="text" value="12px"/>	[STORE VIEW]
	▲ Default: 12px	



Setup PDF theming.

PDF Theming		
Header Background	<input type="text" value="DB9E27"/> ▲ Default: E8E8E8	[STORE VIEW]
Header Text Color	<input type="text" value="FFFFFF"/> ▲ Default: 000000	[STORE VIEW]
Header Text Size	<input type="text" value="12px"/> ▲ Default: 12px	[STORE VIEW]
Block Content Background	<input type="text" value="FFFFFF"/> ▲ Default: FFFFFFFF	[STORE VIEW]
Content Text Color	<input type="text" value="333333"/> ▲ Default: 000000	[STORE VIEW]
Content Text Size	<input type="text" value="12px"/> ▲ Default: 12px	[STORE VIEW]
Border Color	<input type="text" value="FFFFFF"/> ▲ Default: 333333	[STORE VIEW]



Document in .pdf.



webinse

**Webinse**

388 Market Street Suite  
Phone: 4158902101

Base information

Order ID **1300000002**  
Order Date **Feb 8, 2017 5:13:43 AM**

Account info

Customer Name **Tom Ma**  
Email **TomMa@example.com**  
Customer Group **General**

Billing info

Tom Ma  
7th st.  
Orlando, Florida, 85611  
United States  
T: 14158565854

Shipping info

Tom Ma  
7th st.  
Orlando, Florida, 85611  
United States  
T: 14158565854

Payment info

Beanstream  
Credit Card Type: Visa  
Credit Card Number: xxxx-0489

Order was placed using USD



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