CUSTOM ORDER REFERENCE

Customize your order references with a variety of formats. Create unique and memorable order references that will help you track your orders more easily.

A product by ETS-Soft

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I. INTRODUCTION

Custom Order Reference is **a free PrestaShop order reference module** that customizes your order codes with a variety of formats. Creating unique and memorable order reference codes will help you track your orders more easily. They are displayed on Order listing page, Order detail page, Invoice PDF file, Delivery Slip PDF file, Order notification email, Order confirmation page, etc.

"**Customs Order Reference**" is compatible with PrestaShop 1.7.x - 8.x

II.   INSTALLATION

- Navigate to "**Modules/ Module Manager**" > click "**Upload a module / Select file**".
- Select the module installation file "**orderref.zip**" from your computer, then click "**Open**" to install.
- Click the "**Configure**" button of the module you just installed to open the module's configuration page.

III. CONFIGURATION

Firstly, to use the modules, please turn on the "**Use custom order reference**" option:

*__Note:__ When the module is enabled, subsequent orders will be applied. Existing orders are not affected.

By default, the order reference of PrestaShop consists of only sequences of letters:
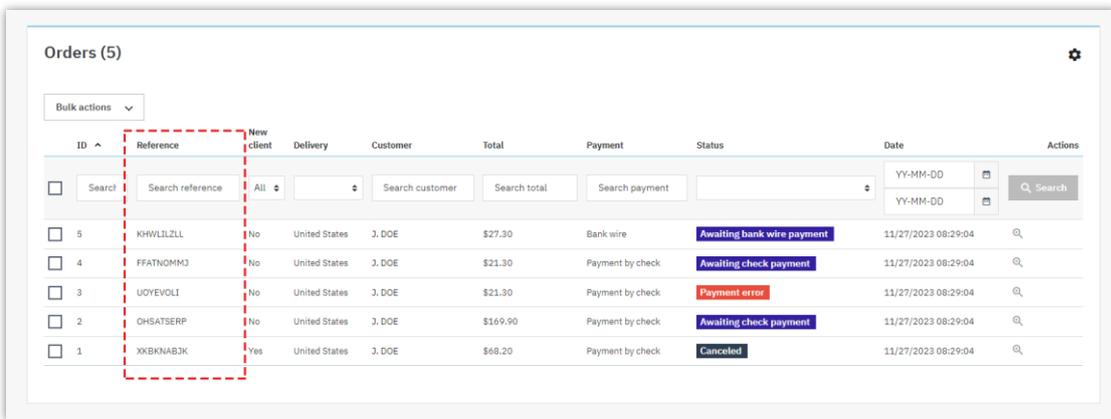
We have created a free order reference module with more choices and diversity for you to use. Let's dig deeper into each type of order reference that the module provides:
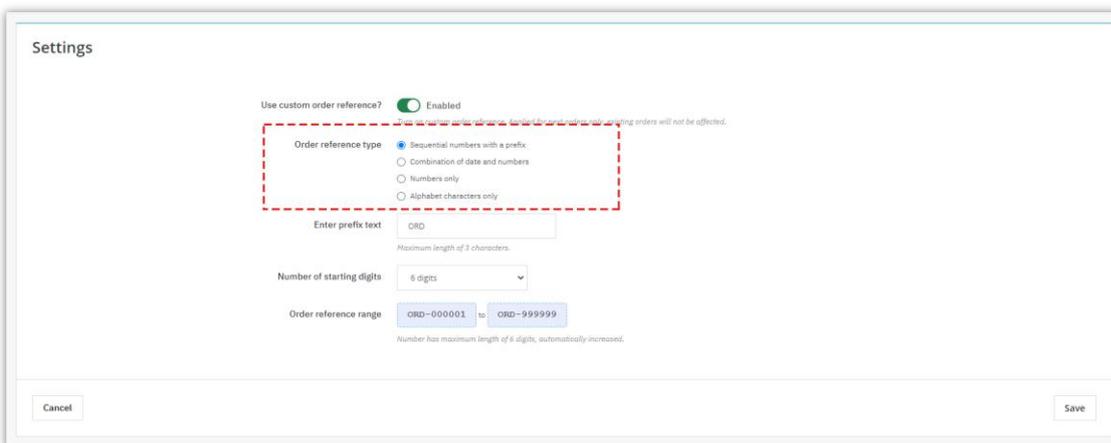
1. Sequential numbers with a prefix

- **Enter prefix text:** Maximum length is 3 characters. You can start with any sequence of letters you want. In the image above I put "ORD".

- **Number of starting digits:** This is the maximum number of digits that can be displayed after the prefix. Maximum 6 digits, will automatically increase.

- **Order reference range:** This illustrates the scope of the order reference if you select this option.

- "**Save**" changes to apply to the next order.

The custom order references can be displayed on:

- **The Order confirmation page:**

Home / Order confirmation

✓ **YOUR ORDER IS CONFIRMED**

An email has been sent to the ▮▮▮▮▮▮@gmail.com address.

ORDER ITEMS		UNIT PRICE	QUANTITY	TOTAL PRODUCTS
	Hummingbird printed t-shirt (Size: S - Color: White)	$19.12	1	$19.12

Subtotal	$19.12
Shipping and handling	$7.00
TOTAL (TAX EXCL.)	$26.12
TOTAL (TAX INCL.)	**$26.12**
Tax: $0.00	

ORDER DETAILS:

Order reference: ORD-000001
Payment method: Bank transfer
Shipping method: My carrier
Delivery next day!

- **The Order listing page:**

- **The Order details page:**

- **The Invoice file:**

- **The Delivery Slip file:**
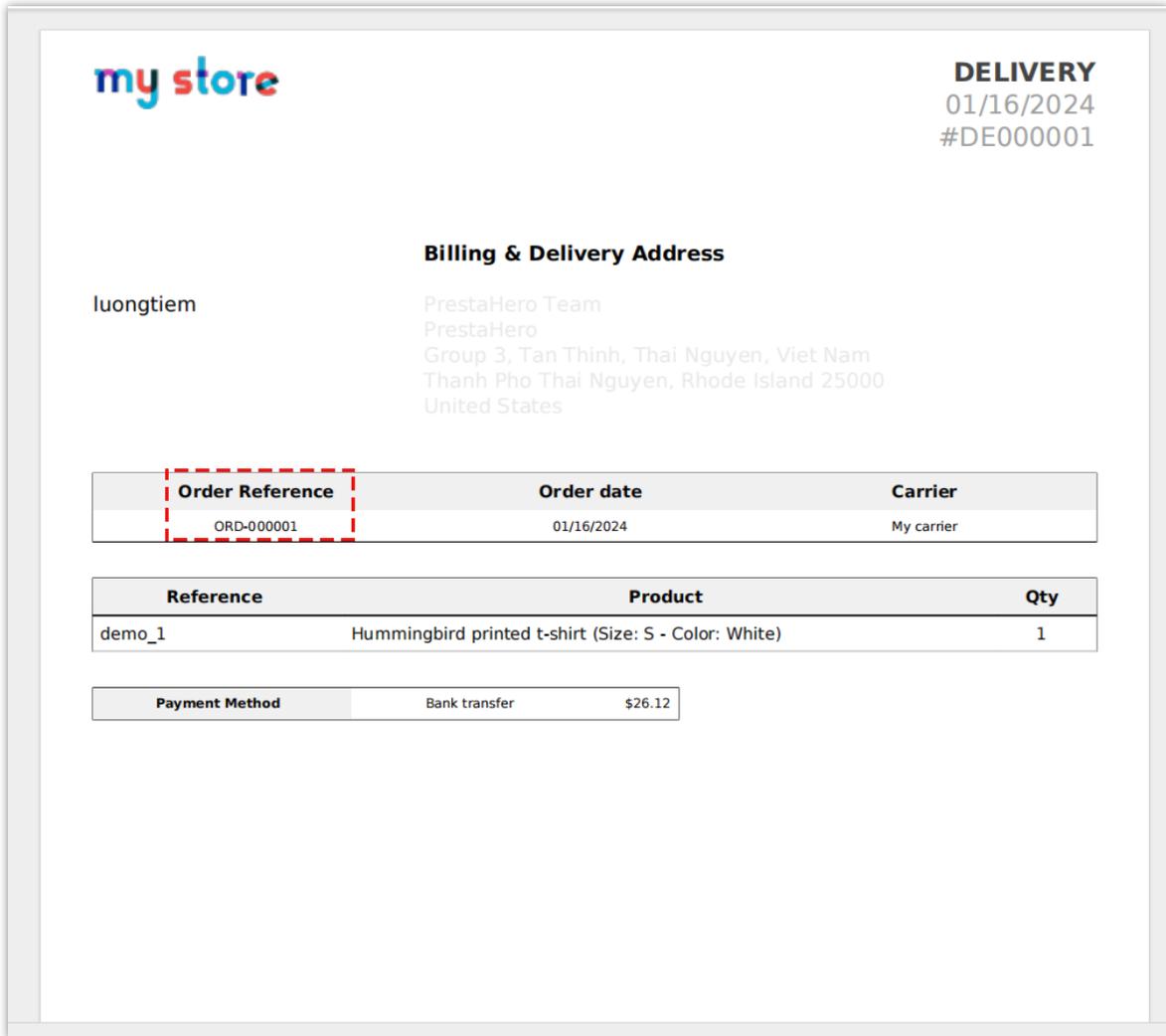
- **The Order history page:**
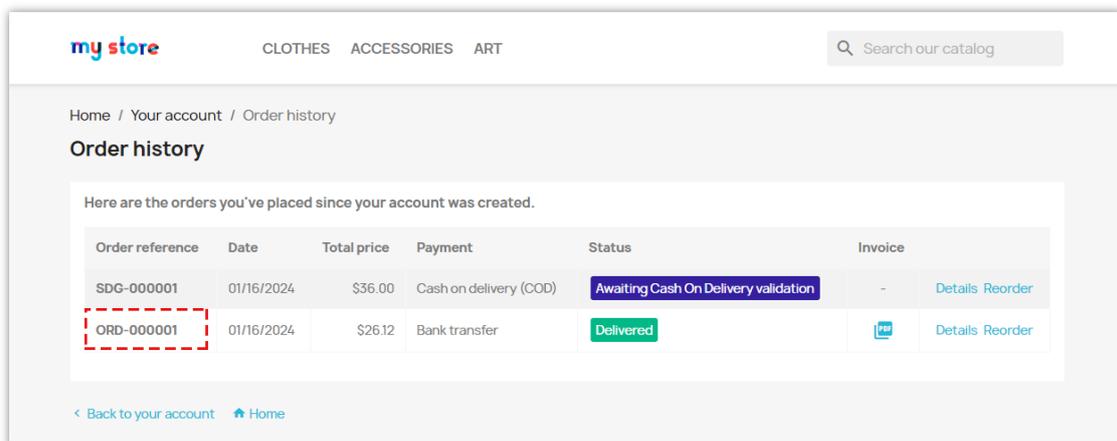
- **The Order details page:**
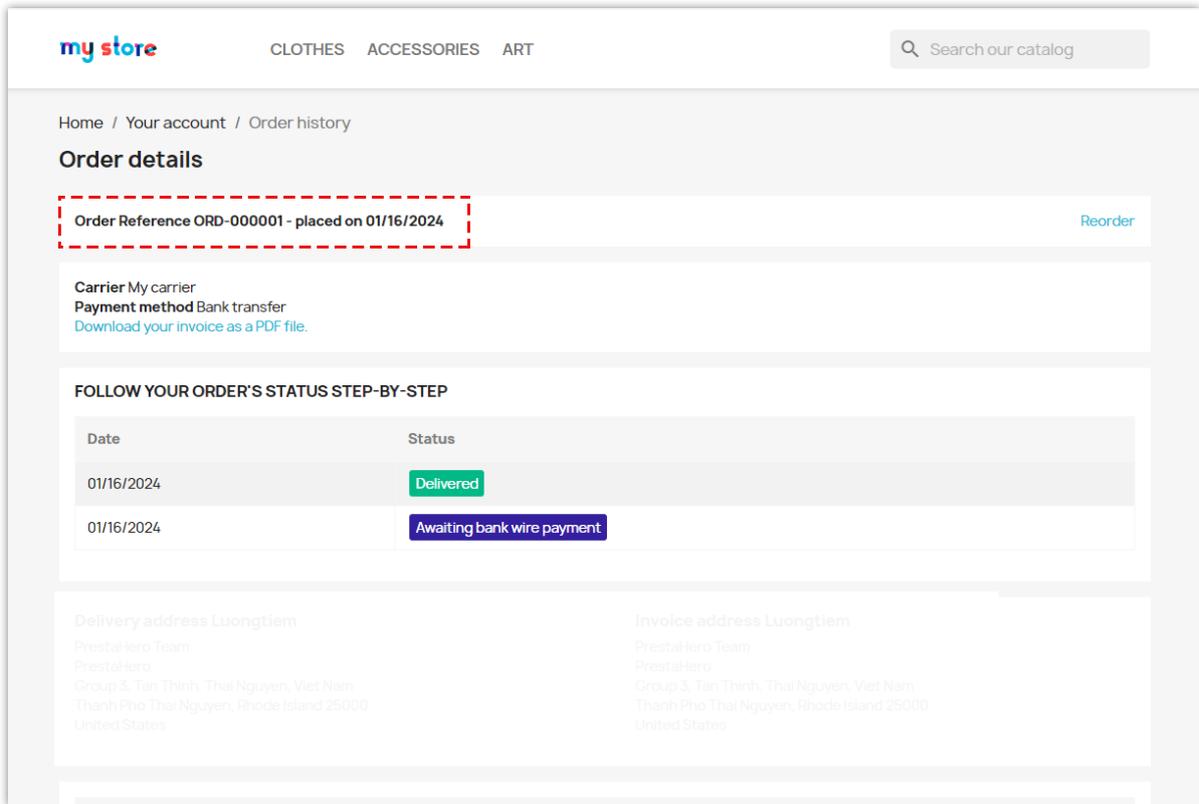
- **The Order confirmation email:**
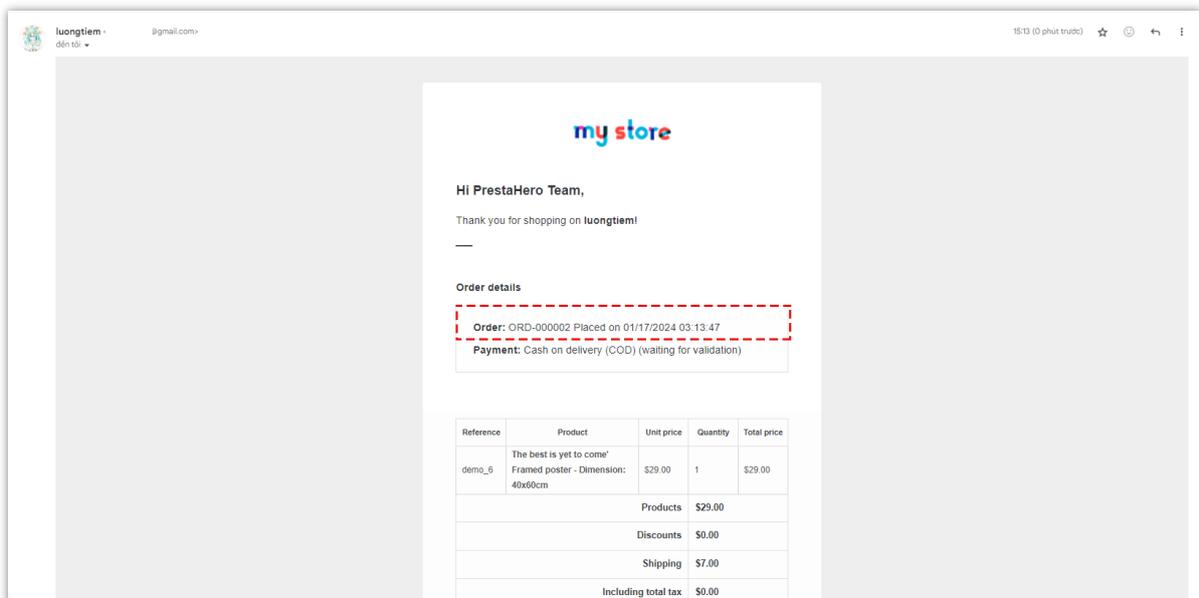
- **The Order notification email:**
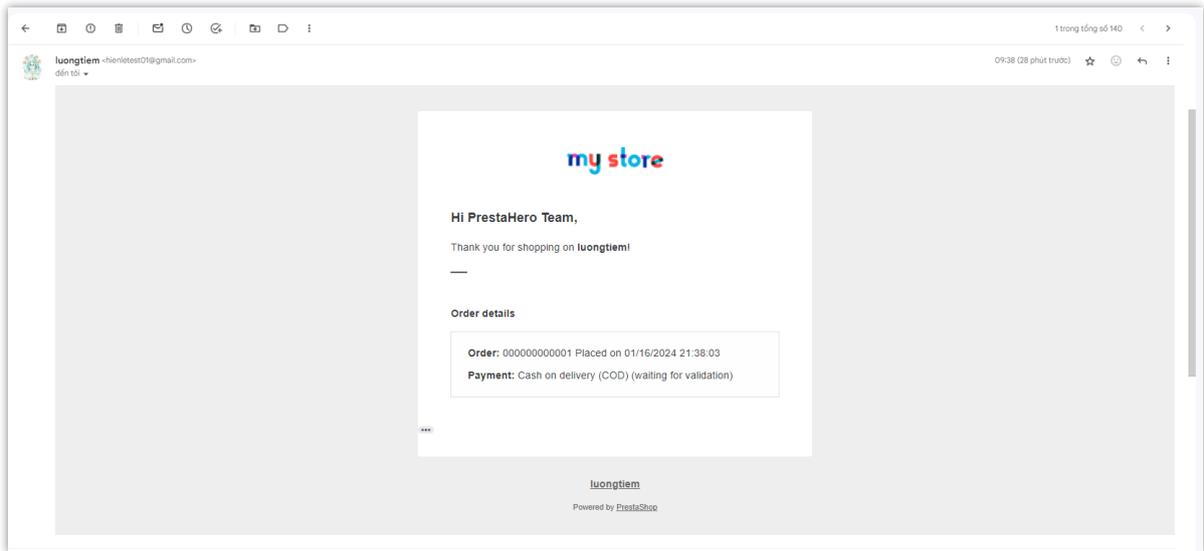
Our free module is compatible with other modules developed by PrestaHero: **Order Manager** and **Live chat, Contact form & Ticket system** module. You can see the customized order reference on:

- **The "Purchased products" popup from "Live chat, Contact form & Ticket system" module:**
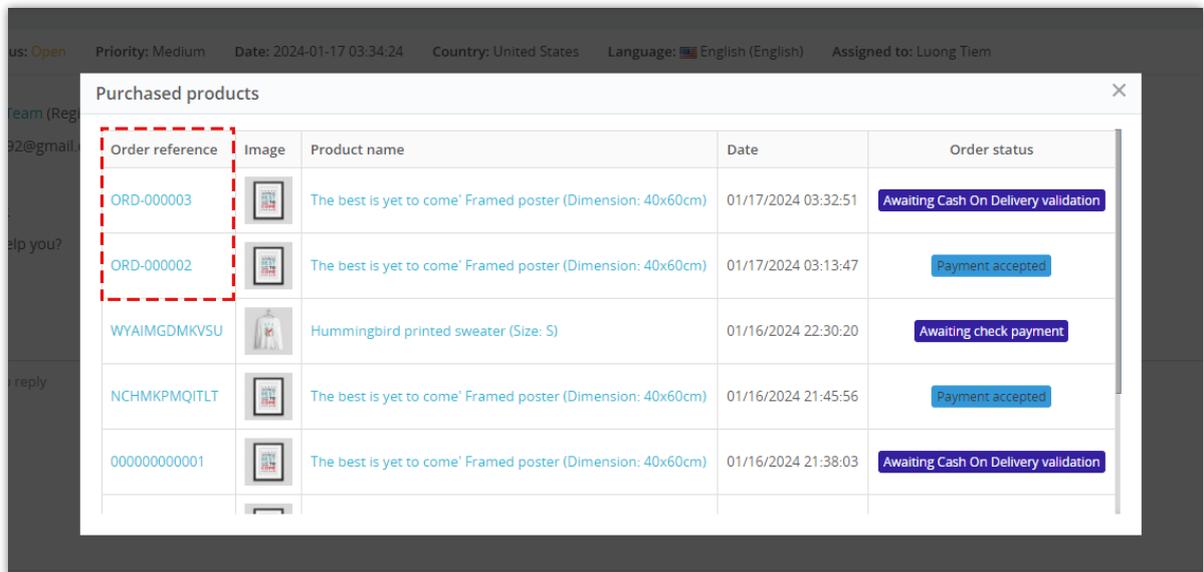
- **The "Quick view order" popup from "Order Manager" module:**

2. Combination of dates and numbers

- **Date format:** You can select one among 3 date formats:

  ➢ Year - month - day: YYYY-MM-DD

  ➢ Day - month - year: DD-MM-YYYY

  ➢ Month - day - year: MM-DD-YYYY

- **Number of starting digits:** Select the number of digits displayed after the date.
- **Order reference range:** This illustrates the range of the order reference if you select this option.

The displayed locations are the same as listed above.

3. Numbers only

Order reference will consist entirely of numbers and automatically increase in order. The maximum length supported is 12 digits.

4. Alphabet characters only

The order code will consist of 12 random alphabetic characters. You cannot customize the number of characters in the order code.

IV. THANK YOU

Thank you again for downloading our product and viewing this documentation. We hope this document is useful and effective in installing and using the **Custom Order Reference** module. If you have any questions that this document does not answer, please contact us.