

Shipping

Shipping is the final step in the order fulfillment process, executed only after all payments have been confirmed.

Steps in Shipping

- 1. Open Shipping Confirmation**
 - Go to the **Shipping** section.
 - Click on **Shipping Confirmation**.
- 2. Review Order Details**
 - Click **Review**.
 - Verify the order details displayed on the page.
- 3. Enter Shipping Information**
 - Fill in the required details:
 - **Netsuite PI**
 - **Shipping Carrier**
 - **Mode of Transportation**
 - **AWB (Air Waybill) Number**
- 4. Save Shipping Details**
 - Click the **Save** button.
 - A box will appear to enter **Special Instructions** (if any).
 - After entering the instructions, click **Save** again.
- 5. Order Shipped**
 - The system updates the status, and the order is now marked as Shipped.

The screenshot displays a 'Sales Order' management interface. At the top, the user is logged in as 'pranav1@iocod.com' on '18/08/2025 (GMT+05:30)'. The main section is titled 'My Orders' and contains a table with the following data:

NSOMP0015366	Sales Rep	Total Quantity	Total Amount	Created At
company001	User1	2	SGD 202.58	Aug 18, 2025

Below the table, the 'NS Ref No' is listed as 'PIMPA000000'. A progress bar at the bottom shows the order status: Inventory Confirmation, Quote Price Confirmation, Customer Confirmation, Payment Update, Payment Confirmation, Shipping, and Delivery Confirmation. The 'Shipping' step is currently active, indicated by a green checkmark.

Once the shipping process is completed, the system automatically updates the order status to **Completed**, as reflected in the interface.

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