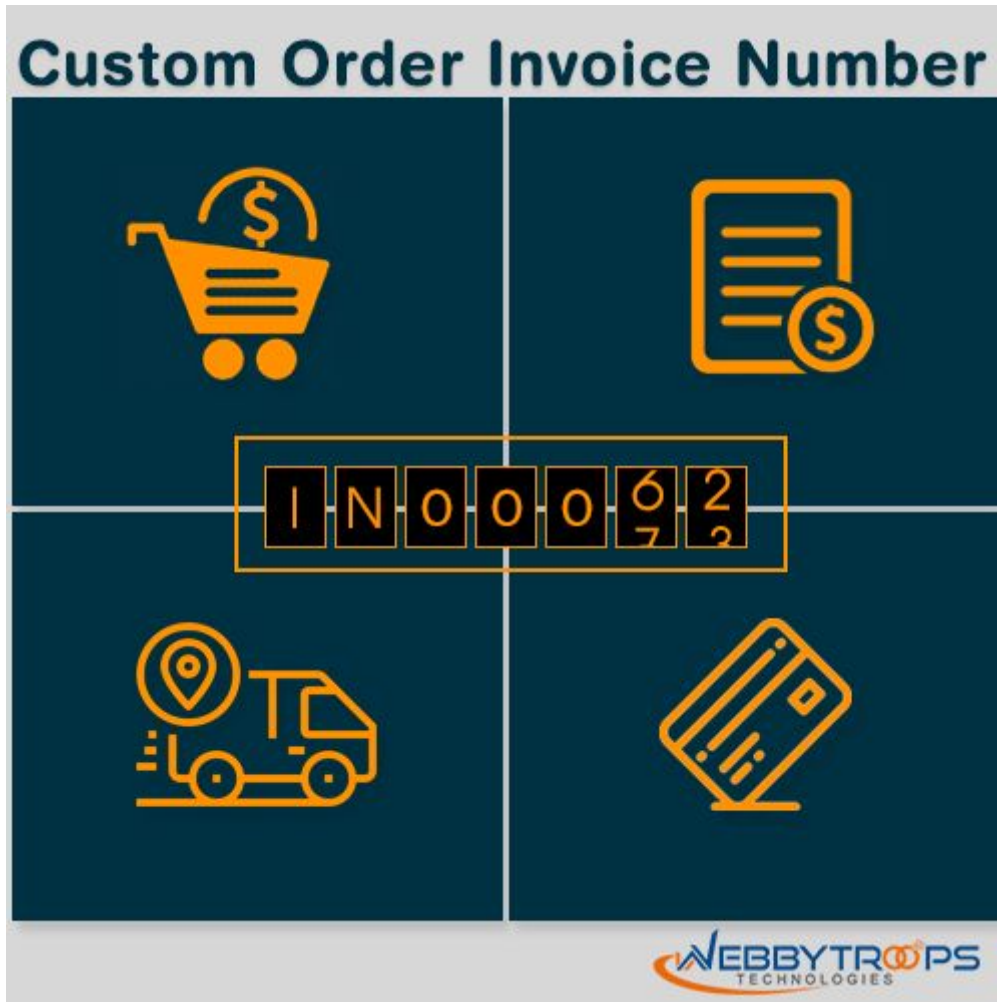


USER GUIDE



Custom Order Invoice Number - Magento 2

By



Custom Order Invoice number module provides the feature to manage the format of Order Number, Invoice Number, Shipment Number and Credit Memo Number. It provides flexibility to store owners to manage the format of the number from the admin panel without doing changes at code level.

Prefix and suffix can be added in a number of Order, Invoice, Shipment and Credit Memo. Some predefined codes can be used to add Year, Month, Date or store Country code in the number along with any text as prefix and suffix. Also the padded length of the main number can be defined.

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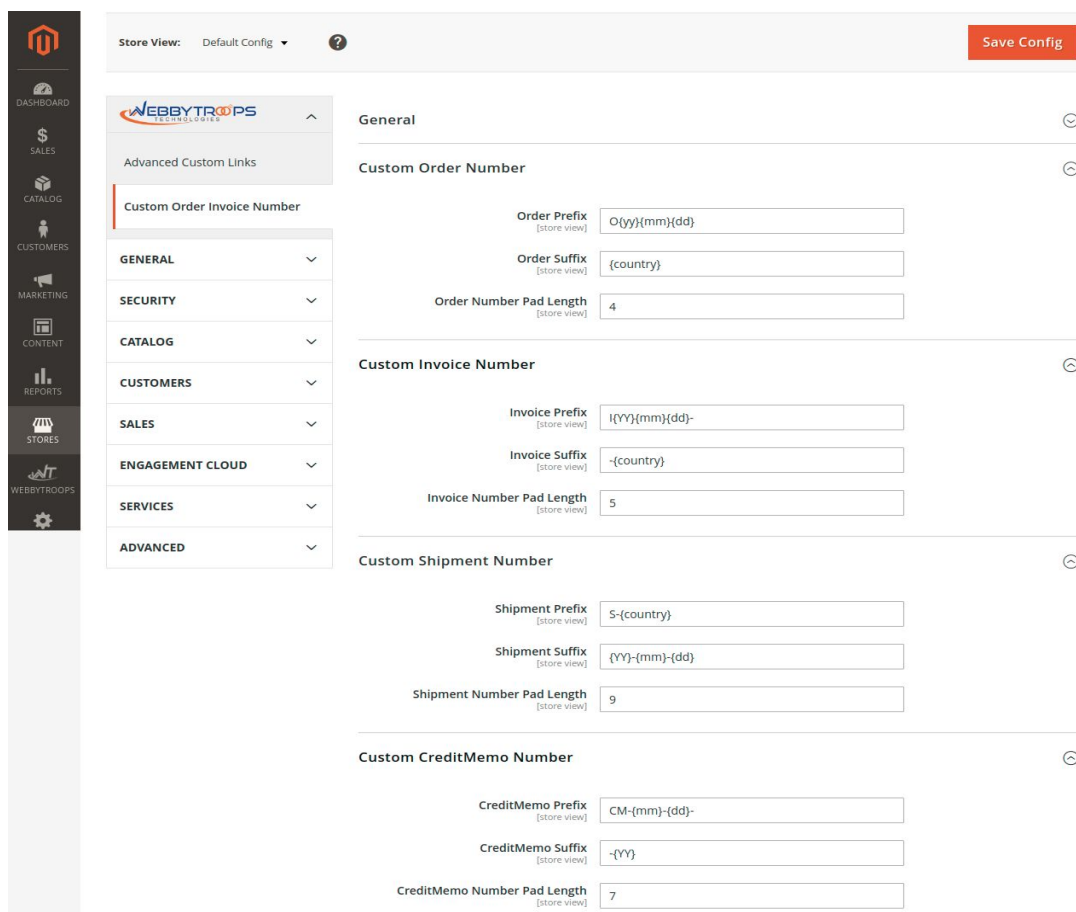
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1. Introduction and Purpose

Purpose of this module is to make it easy to manage the number of Order, Invoice, Shipment and Credit Memo. Store owners can change the format according to its requirement by using some predefined codes for Year, Month, Date and Country of the store.

List of codes that can be used are:

- 1.1. {YY}: 4 digits representation of Year
- 1.2. {yy}: 2 digits representation of Year
- 1.3. {mm}: 2 digits representation of Month
- 1.4. {dd}: 2 digits representation of Day of the month
- 1.5. {hh}: 12-hour format of an hour in 2 digits
- 1.6. {ii}: 2 digits representation of Minutes
- 1.7. {ss}: 2 digits representation of Seconds
- 1.8. {country}: Country code of the store

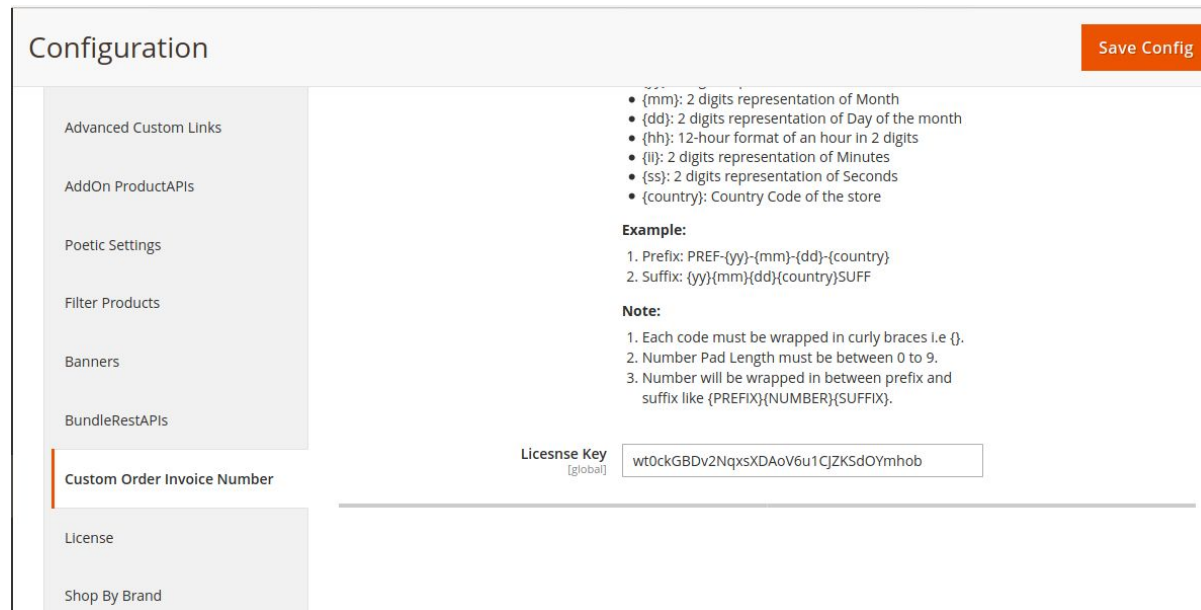


The screenshot shows the configuration page for 'Custom Order Invoice Number' in the WebbyTroops system. The interface includes a sidebar with navigation options like Dashboard, Sales, Catalog, Customers, Marketing, Content, Reports, Stores, and WebbyTroops. The main content area is titled 'Store View: Default Config' and features a 'Save Config' button. The configuration is organized into sections: General, Custom Order Number, Custom Invoice Number, Custom Shipment Number, and Custom CreditMemo Number. Each section contains input fields for Prefix, Suffix, and Pad Length, with predefined codes like {YY}, {mm}, {dd}, and {country} used in the examples.

Section	Field	Value
Custom Order Number	Order Prefix	O{yy}{mm}{dd}
	Order Suffix	{country}
	Order Number Pad Length	4
Custom Invoice Number	Invoice Prefix	{YY}{mm}{dd}-
	Invoice Suffix	-(country)
	Invoice Number Pad Length	5
Custom Shipment Number	Shipment Prefix	S-(country)
	Shipment Suffix	{Y}-(mm)-(dd)
	Shipment Number Pad Length	9
Custom CreditMemo Number	CreditMemo Prefix	CM-(mm)-(dd)-
	CreditMemo Suffix	~{YY}
	CreditMemo Number Pad Length	7

2. How to enable extension?

2.1. Once you get the license key (refer to installation guide) you need to navigate to the Custom Order Invoice Number section under **Stores > Configuration > WebbyTroops** section. Below is the screenshot where you need to add that license key.



The screenshot shows the 'Configuration' page in the WebbyTroops admin interface. On the left is a sidebar menu with options: Advanced Custom Links, AddOn ProductAPIs, Poetic Settings, Filter Products, Banners, BundleRestAPIs, Custom Order Invoice Number (highlighted with an orange bar), License, and Shop By Brand. The main content area is titled 'Configuration' and contains a 'Save Config' button in the top right corner. Below the title, there is a list of configuration options with their respective formats:

- {mm}: 2 digits representation of Month
- {dd}: 2 digits representation of Day of the month
- {hh}: 12-hour format of an hour in 2 digits
- {ii}: 2 digits representation of Minutes
- {ss}: 2 digits representation of Seconds
- {country}: Country Code of the store

Example:

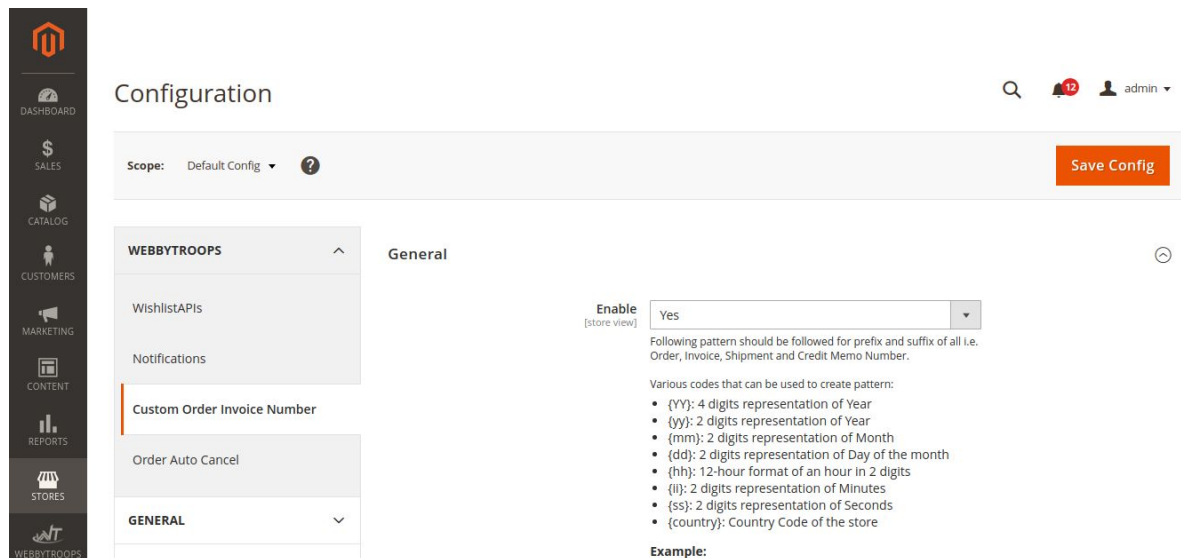
1. Prefix: PREF-{yy}-{mm}-{dd}-{country}
2. Suffix: {yy}{mm}{dd}{country}SUFF

Note:

1. Each code must be wrapped in curly braces i.e. {}.
2. Number Pad Length must be between 0 to 9.
3. Number will be wrapped in between prefix and suffix like {PREFIX}{NUMBER}{SUFFIX}.

At the bottom of the configuration area, there is a 'License Key' field with a '[global]' tag and a text input box containing the value: wt0ckGBDv2NqxsXDAoV6u1CJZKSdOYmhob.

2.2. To enable this module make **Store > Configuration > WebbyTroops > Custom Order Invoice Number > General > Enable** to Yes.



3. Custom Order Number

This can be used to create your own format for Order Number. Prefix and Suffix can be added from here by using the codes shared above (in point 1). Padding length of the main number can also be changed. Final order number created will be like {PREFIX}{NUMBER}{SUFFIX}.

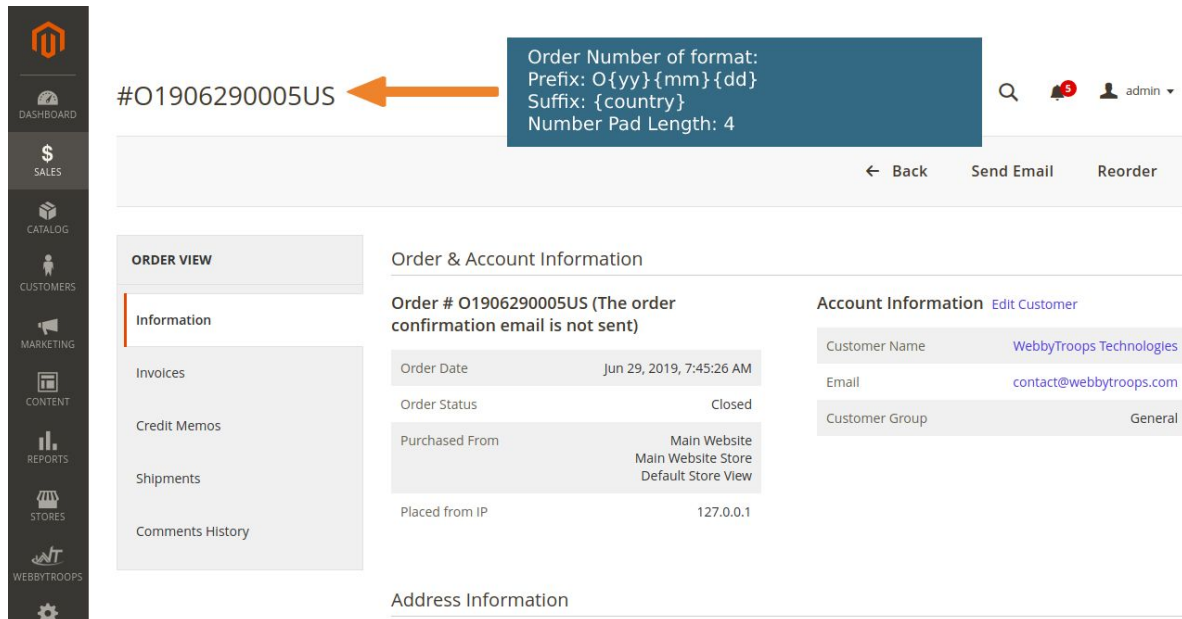
To create your own order number:

Stores -> Configuration -> WebbyTroops -> Custom Order Invoice Number -> Custom Order Number

OR

WebbyTroops -> Custom Order Invoice Number -> Custom Order Number

- 3.1. Enable this module
- 3.2. Add Prefix
- 3.3. Add Suffix
- 3.4. Add Order Number Pad Length (Default 9)
- 3.5. Save Config
- 3.6. Cache Flush



4. Custom Invoice Number

This can be used to create your own format for Invoice Number. Prefix and Suffix can be added from here by using the codes shared above (in point 1). Padding length of the main number can also be changed. Final invoice number created will be like {PREFIX}{NUMBER}{SUFFIX}.

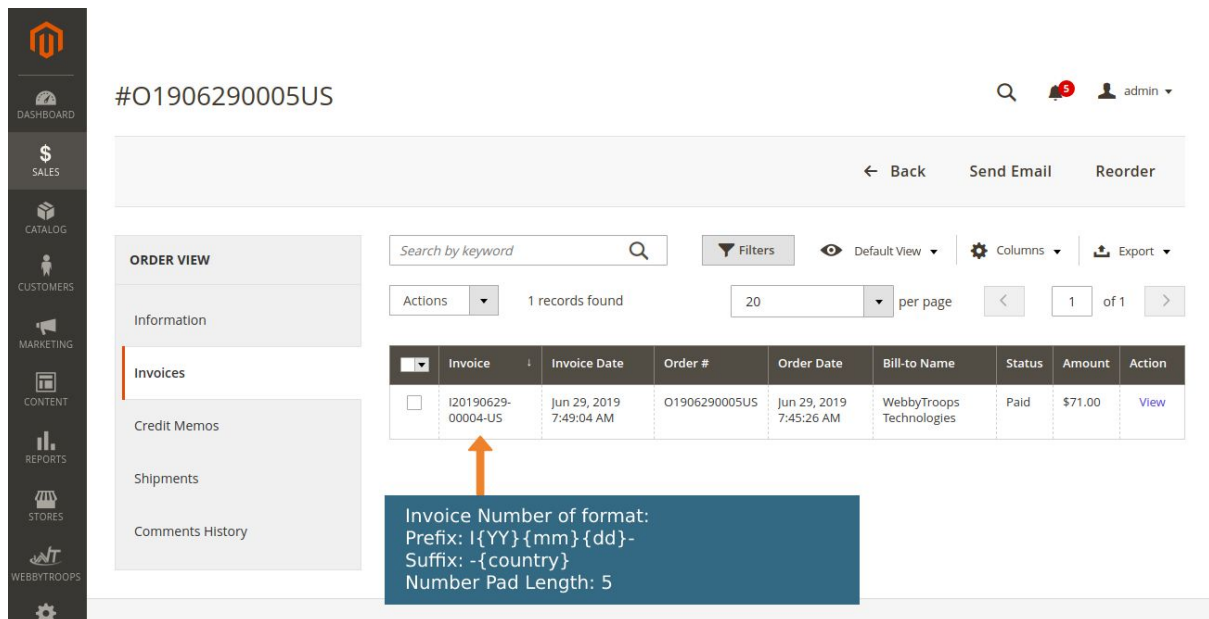
To create your own invoice number:

Stores -> Configuration -> WebbyTroops -> Custom Order Invoice Number -> Custom Invoice Number

OR

WebbyTroops -> Custom Order Invoice Number -> Custom Invoice Number

- 4.1. Enable this module
- 4.2. Add Prefix
- 4.3. Add Suffix
- 4.4. Add Invoice Number Pad Length (Default 9)
- 4.5. Save Config
- 4.6. Cache Flush



#O1906290005US

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Actions 1 records found 20 per page 1 of 1

Invoice	Invoice Date	Order #	Order Date	Bill-to Name	Status	Amount	Action
<input type="checkbox"/> 120190629-00004-US	Jun 29, 2019 7:49:04 AM	O1906290005US	Jun 29, 2019 7:45:26 AM	WebbyTroops Technologies	Paid	\$71.00	View

Invoice Number of format:
Prefix: I{YY}{mm}{dd}-
Suffix: -{country}
Number Pad Length: 5

5. Custom Shipment Number

This can be used to create your own format for Shipment Number. Prefix and Suffix can be added from here by using the codes shared above (in point 1). Padding length of the main number can also be changed. Final shipment number created will be like {PREFIX}{NUMBER}{SUFFIX}.

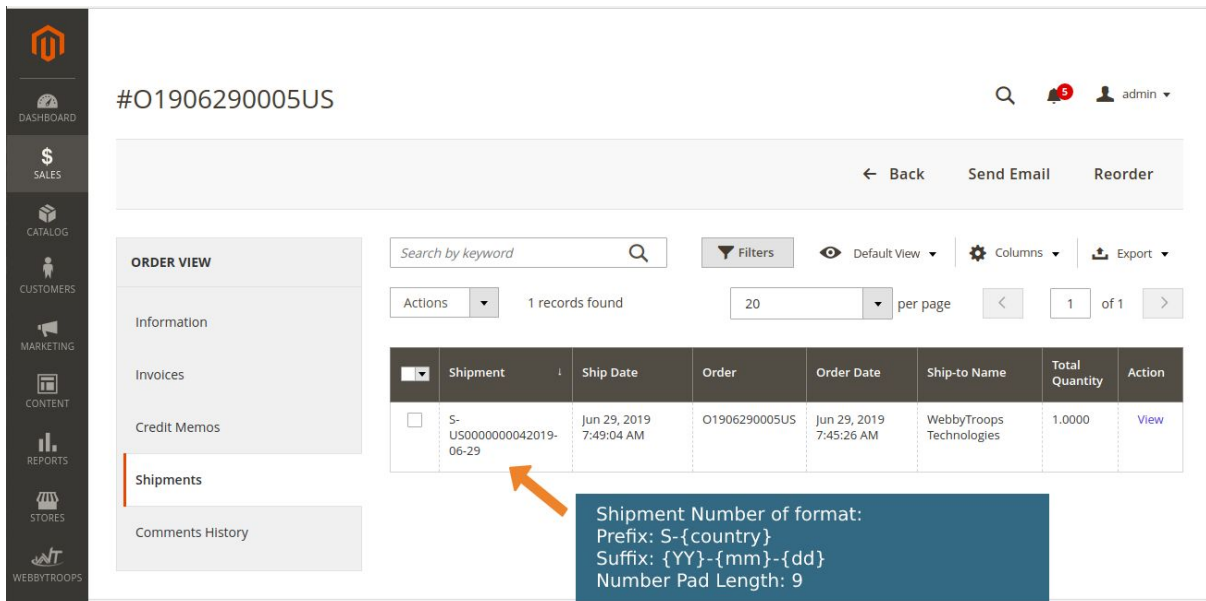
To create your own shipment:

Stores -> Configuration -> WebbyTroops -> Custom Order Invoice Number -> Custom Shipment Number

OR

WebbyTroops -> Custom Order Invoice Number -> Custom Shipment Number

- 5.1. Enable this module
- 5.2. Add Prefix
- 5.3. Add Suffix
- 5.4. Add Order Number Pad Length (Default 9)
- 5.5. Save Config
- 5.6. Cache Flush



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Actions 1 records found 20 per page 1 of 1

Shipment	Ship Date	Order	Order Date	Ship-to Name	Total Quantity	Action
<input type="checkbox"/> S-US0000000042019-06-29	Jun 29, 2019 7:49:04 AM	O1906290005US	Jun 29, 2019 7:45:26 AM	WebbyTroops Technologies	1.0000	View

Shipment Number of format:
Prefix: S-{country}
Suffix: {YY}-{mm}-{dd}
Number Pad Length: 9

6. Custom Credit Memo Number

This can be used to create your own format for Credit Memo Number. Prefix and Suffix can be added from here by using the codes shared above (in point 1). Padding length of the main number can also be changed. Final order number created will be like {PREFIX}{NUMBER}{SUFFIX}.

To add a new link to Top menu move to:

Stores -> Configuration -> WebbyTroops -> Custom Order Invoice Number -> Custom Credit Memo Number

OR

WebbyTroops -> Custom Order Invoice Number -> Custom Credit Memo Number

- 6.1. Enable this module
- 6.2. Add Prefix
- 6.3. Add Suffix
- 6.4. Add Order Number Pad Length (Default 9)
- 6.5. Save Config
- 6.6. Cache Flush

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-  SALES
-  CATALOG
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- 

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1 records found
 per page

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<input type="checkbox"/>	Credit Memo	Created	Order	Order Date	Bill-to Name	Status	Refunded	Action
<input type="checkbox"/>	CM-06-29-0000003-2019	Jun 29, 2019 7:50:32 AM	O1906290005US	Jun 29, 2019 7:45:26 AM	WebbyTroops Technologies	Refunded	\$71.00	View

Credit Memo Number of format:
 Prefix: CM-{mm}-{dd}-
 Suffix: -{YY}
 Number Pad Length: 7