



How to fulfil WooCommerce print on demand orders with Prodigi

prodigi

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Introduction

Our powerful <u>WooCommerce integration</u> enables you to automate the fulfilment of your WooCommerce print on demand orders for seamless, hands-off order processing. You do the selling – we'll handle the printing, packing and shipping.

Simply connect your store, configure your products, then leave the rest to us. Here are just some of the benefits you can expect when fulfilling your print on demand WooCommerce orders through Prodigi:

- Full access to Prodigi's range of products
- Free image library
- Automatic order processing
- Fast, flexible fulfilment
- Order status updates for you and your customers

Once you've created your <u>WooCommerce store</u>, signed up for your free <u>Prodigi account</u> and listed your <u>print on demand products</u>, you're ready to integrate! All it takes is two easy steps:

- 1. Connect your store
- 2. Configure your products

So, let's get started!

Connecting your WooCommerce store

Effortlessly connect your WooCommerce store to Prodigi

- 1. Log in to your Prodigi dashboard
- 2. Select 'Sales channels' from the menu on the left-hand side
- 3. Click 'Connect your WooCommerce store' on the WooCommerce tile
- 4. Wait until you receive an email from us confirming your WooCommerce store connection before completing step two how quickly we're able to connect your store depends on how many products you have.

🖌 prodigi	Sales channels Connect with other platforms and have orders flaw automatis You can always place orders online ar via aur fully featured ar		
+ Create order	Connect a new channel		
☆ Dashboard	We currently integrate with the following ecommerce platform	ms. Can't see your platform? Let us know	
Crders	These		
Product info	Etsy	COMMERCE	WIX
Rg Support	Automatically import new orders from your Etsy store.	Automatically import new orders from your WooCommerce store.	Automatically import new orders from your Wix store.
û Import orders			
88 Apps	Connect your Etsy store	Connect your WooCommerce store	Connect your Wix store
Sales channels	The term "Etsy' is a trademark of Etsy, Inc. This application uses the Etsy API but is not endorsed or		
	certified by Etsy, Inc.		
	SQUARESPACE	🗿 shopify	
	Automatically import new orders from your	Visit the Shopify App Store to install our	
	Squarespace store.	dedicated Shapify app.	
	Cannect your Squarespace store	Shopify App	
Q News & updates			
Settings			
[← Sign out			

Configuring your products

Configure your WooCommerce print on demand products for automatic fulfilment

- 1. Upon receiving your WooCommerce store connection confirmation email, log in to your dashboard
- 2. Select 'Sales channels' from the menu on the left-hand side
- 3. Click 'Configure' on your new WooCommerce store connection

prodigi + Create ander	Sales channels Connect with other platforms and have orders flow automatically into Prodigi for fulfiliment. You can always place orders anilne or via our fully featured print API. Active channels
Dashboard	MOD COMMERCE MyStore Fulfilling 7 products
Orders	
Product info	Connect a new channel
Rg Support	We currently integrate with the following ecommerce platforms. Can't see your platform? Let us know
① Import orders 器 Apps	
III Sales channels	Automatically import new orders from your Etsy store. Automatically import new orders from your WooCommerce store. Wirk store.
	Connect your Hisy store Connect your WoodCommerce store Connect your Wix store The term "tig" is stolement, of Etzy, Inc. This oplication uses the Ety, All but is not endured or certified by Ety, Inc. Ety, Inc. Ety, Inc.
	SQUARESPACE Shopify Automatically import new orders from your Squarespace store. Vibit the Shopify App Store to install our dedicated Shopify opp.
	Connect your Squarespace store Shopify App
A News & updates	
 Settings [4- Sign out 	

- 4. For any products that you'd like us to fulfil, simply activate the purple toggle. Products that are toggled off and greyed out will not be fulfilled by Prodigi
- 5. Next to the purple toggle, you'll see the number of available variants for each product, all of which will be automatically enabled by default, i.e. 3 of 3. These can be toggled on or off within the product set up



- 6. To set up products and variants, click 'Configure' on the relevant product
- 7. Ensure variants that you do not want Prodigi to fulfil are toggled off and greyed out
- 8. For variants that you do want Prodigi to fulfil, click '**Choose product**', search the Prodigi catalogue and select the relevant product. For some products, you'll need to select specific specifications, such as frame colour or finish, as part of this configuration



9. After selecting your product, you can then upload your artwork and click '**Save**' to enable fully automatic fulfilment. For orders that require personalisation or manual review, please refer to the section below, titled '**Personalising or reviewing orders**'



10. Once you've connected your product and / or uploaded the image for a variant, you can click the three dots on the right-hand side to copy either the selected product or image (or both) to all variants toggled on for automatic fulfilment by Prodigi

prodigi + Create order	 Keck Configure how Prodigi will fulfil this item. Add a product and image below and well Otherwise, leave empty and you'll be provided 	l automatically fulfil this item whenever it's ordered in your store.	Fulfil this item with Prodigi 💽 (2 of 3 variants active)
ሰ Dashboard		Tramed canvas - small	Not fulfilled by Prodigi
P Orders		Framed canvas - medium	Fulfilled by Prodigi automatically
한 Product info 유용 Support 1 Import orders 88 Apps 5 Sales channels	Coy Sheep Fromed Canvas WySare	Global float frame dcanvas on premium stretcher bars, 20x20"/ 50.8x50.8cm GLOBAL:FIA-CMH-20X20 Chenge See prices 8.shopping	Sopy image & product to all Copy image to all Copy product to all
	632651 View on WooCommerce [2]	Inage quality: Excellent	Fulfilled by Prodigi
	Shipping Auto-select v	Add an image and a product to have Prodigi fulfil this item automatically. Q. Choose product	

- 11. If you do choose to copy the product to all variants, you can then hit '**Change product**' and update variant specifications such as size, finish, frame colour, etc.
- 12. To change an image on a product configured for automatic fulfilment, simply click 'Edit', select the bin icon at the bottom to remove and upload a new image, then hit 'Save' to finish.

13. To set up shipping, click on the tile labelled '**Shipping**', select the desired shipping option (Budget, Standard, Express or Auto-select) from the drop-down menu and your choice will be saved automatically for that product. Auto-select pulls in the shipping selected by your customer during the checkout process. For example, if you offer a choice of all three options in your store, we'll select the service for shipment when we fulfil the order. By default, we send all WooCommerce orders via Auto-select

+ Create order	Kork Configure how Prodigi will fulfil this ter Add a product and image below and w Otherwise, leave empty and you'll be p	n. ell automatically fulfil this item whenever it's ordered in your store.	Fulfil this item with Prodigi (2 of 3 variants active)
		Framed canvas - small	Not fulfilled by Prodigi
) Dashboard] Orders	-	C Framed canvas - medium	Fulfilled by Predigi automatically
Product info Ø Support Import orders B Apps I Sales channels	Cosy Sheep Framed Convas MySore 822631 Verve WithOcCommerce @	Global float frame d carwas on premium stretcher bars, 20x20*/ S0.855.08.cm COBAL-FRA-COAX-20x20 Copy Bloak Charge I See prices & shipping Image quality: Excellent	m
	- et.t	C Framed canvas - large	Fulfilled by Prodigi automatically
	Standard Express	Global float framed canvas on premium stretcher bars, 30x30° / 76.2x76.2cm 7.0.2x76.2cm	-

14. Orders placed on your WooCommerce store for products configured for automatic fulfilment will be automatically sent to Prodigi for printing, packing and shipping. Orders set up for automatic fulfilment cannot be cancelled once they've been received

Personalising or reviewing orders

Easily personalise or review your print on demand WooCommerce orders before submitting them to Prodigi for fulfilment.

1. We'll notify you when you receive an order for a product that has not been set up for automatic fulfilment, i.e. a product has been selected but an image hasn't been added



- 2. Upon receiving an order notification alert, <u>log in</u> to your dashboard
- 3. Select 'Orders' from the menu on the left-hand side
- 4. Filter by 'Requires attention' to view any orders that need personalising or reviewing

+ Create order	Orders				Export	+ Create order
	Q Search CK				≡ Filter by 0	0 Newest first
Dashboard	Status: Requires attention ×					
Orders	Order	Customer	Date	Source		Total
Product info Support	1319031 Requires attention	Matt Evans United Kingdom	20 March 2023 at 02:34	W MyStore		Pending
Import orders Apps	1293677 Requires attention	John Smith United Kingdom	20 March 2023 at 02:34	W MyStore		Pending
Sales channels	1132471 Requires attention	Carla Osbourne United States	20 March 2023 at 13:32	W MyStore		Pending

5. Make any necessary changes or adjustments, such as uploading your custom image

🔽 prodigi	 C Book Order 1319031 © Requires catention - Matt Evens - 4 October 2022 of 11:35 		Submit
+ Create order	O Ready		Summary Matt Evans
	ITEM	Cost Qty Total E0.25 2 E0.50	United Kingdom 2 items, £7.74
☆ Dashboard	Cosy Sheep Photo Print Product Type	1010 1 10.00	Order reference
P Orders	PRODUCT Professional C-Type, Silver Halide, Lustre Print, 3x4*		MyStore
로 Productinfo 유송 Support	GLOBAL-PHO-3X4-PRO		Address
∴ Import orders	Image quality: Excellent		Mr Pastersan Johns 15 Santartun Way
Co Apps			Ngeng Tantolfa andgeshifig
Sales channels	Required: Product		TV-12HD Untad/Orgdon
	Cool Tuper Poster Product Type New Q. Choose product	Cost Qry Total 1	t Shipping To United Kingdom
			Packing slip
	Cost summary		Add packing slip
	Items £0.50 Shipping £5.95	Tax summary I declare that this order has already had sales tax	Only included for global prints, frames and carwases shipped from UK, EU
	Tax £1.29	collected.	and USA. Packing slips are printed as black & white A4.
	Total £7.74		
□ News & updates			
3 Settings			

6. Click 'Submit' to send us your order for fulfilment.

Fulfilling your order

As soon as we receive your order, we'll get started on the fulfilment.

Each order is automatically routed to the print facility closest to your customers via our <u>global print network</u>, before being printed, packed and dropshipped direct to your customers.

During the order fulfilment stage, order status updates will be made available to you from within your WooCommerce account, including confirmation of when your order has been dispatched and any relevant tracking details. In order to receive tracking information for your WooCommerce orders, you'll first need to install the <u>WooCommerce Shipment Tracking plug-in</u>.

Got a question?

Our <u>Integrations FAQs</u> should have the answer! If not, feel free to get in touch with us by emailing <u>support@prodigi.com</u>, and one of our friendly customer support advisors will be more than happy to help.

