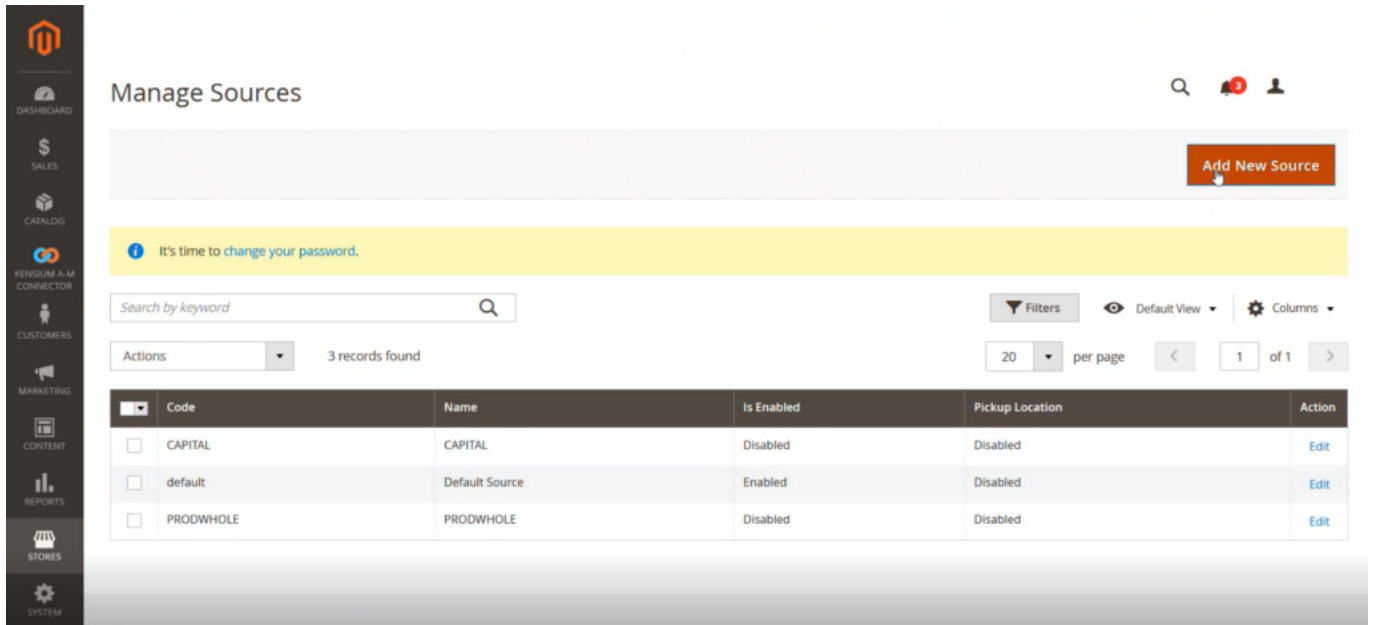


# Creating Sources in Magento



To access the Sources, click on the left panel of the and add new sources and new branches.



**Manage Sources**

It's time to [change your password](#).

Search by keyword

Filters Default View Columns

20 per page 1 of 1

<input type="checkbox"/>	Code	Name	Is Enabled	Pickup Location	Action
<input type="checkbox"/>	CAPITAL	CAPITAL	Disabled	Disabled	<a href="#">Edit</a>
<input type="checkbox"/>	default	Default Source	Enabled	Disabled	<a href="#">Edit</a>
<input type="checkbox"/>	PRODWOLE	PRODWOLE	Disabled	Disabled	<a href="#">Edit</a>

To add a source, you need to follow these steps.

Step 1. Click on the [Add New Sources] The following screen will appear, and you need to fill up the required details.

General Details:

- Name [Mandatory Text Field]
- Code [Mandatory Text Field]
- Is Enable [Toggle button Checked].
- Description
- Latitude
- Longitude
- User Pick up location [Toggle to enable]

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## New Source

← BackResetSave & Continue ▼

Name \*DREtail

Code \*DRETAIL

Is Enabled ☒ Yes  
The Default Source must be enabled. A default source is required for single source merchants and product migration.

Description

Latitude

Longitude

Use as Pickup Location ☐ No  
The Default Source can not be used for In-Store Pickup Delivery.

Contact Info

### Contact Information:

- Contact Name
- Email
- Phone
- Fax

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## New Source

← Back   Reset   Save & Continue ▼

The Default Source can not be used for In-Store Pickup Delivery.

### Contact Info

Contact Name

Email

Phone

Fax

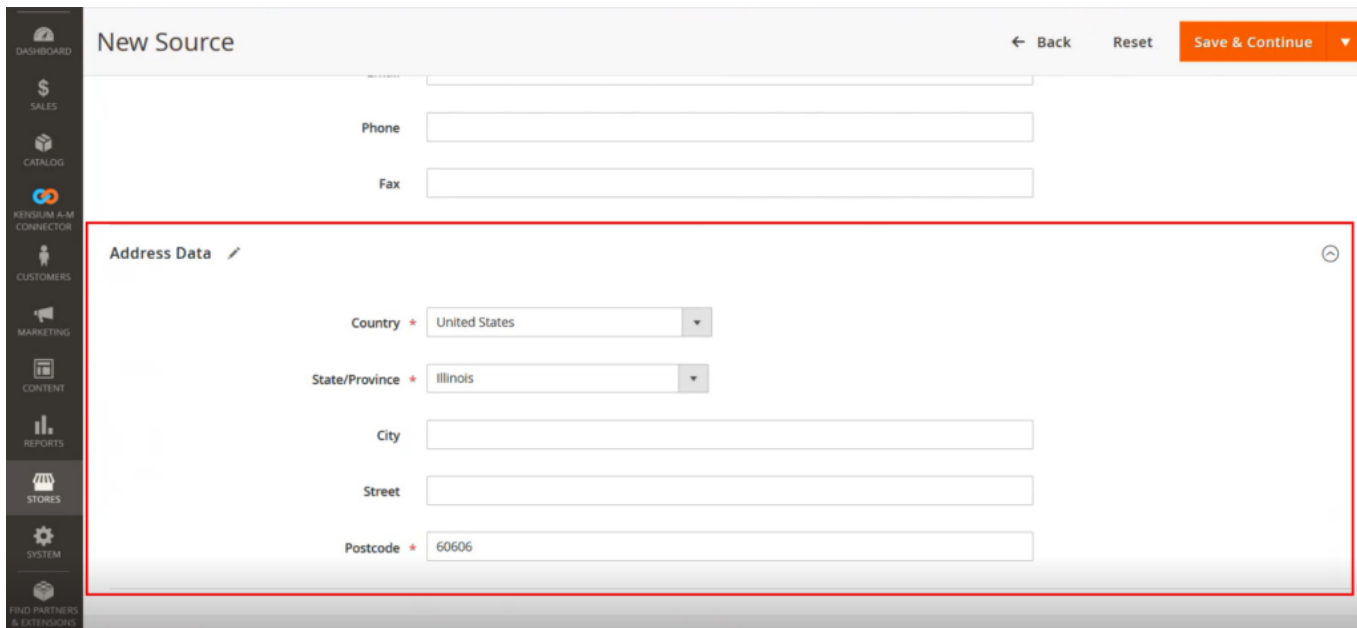
### Address Data

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#### Address Data:

- Country [mandatory drop-down Selection]
- State/ Province
- City
- Street
- Postcodes



**New Source** ← Back Reset Save & Continue ▾

Phone

Fax

**Address Data** ✎ ⌵

Country \*

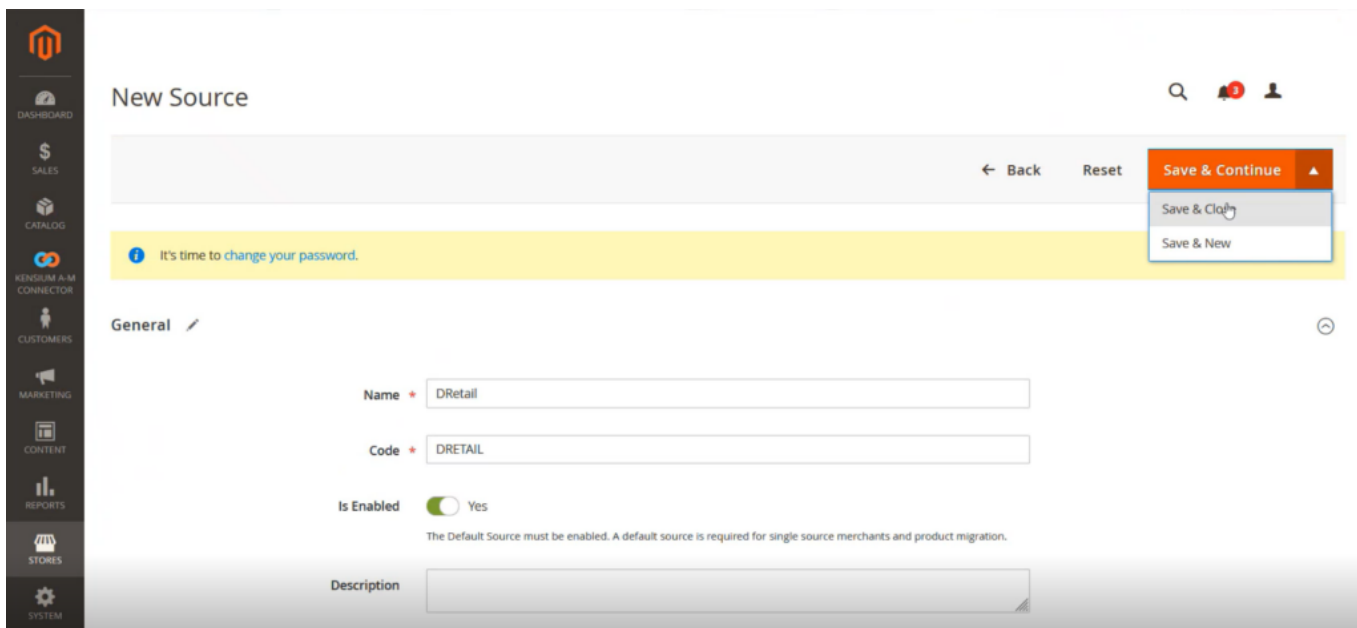
State/Province \*

City

Street

Postcode \*

Upon entering all the details, you must click [Save].



**New Source** 🔍 🔔 3 👤 ← Back Reset Save & Continue ▾

📘 It's time to change your password.

**General** ✎ ⌵

Name \*

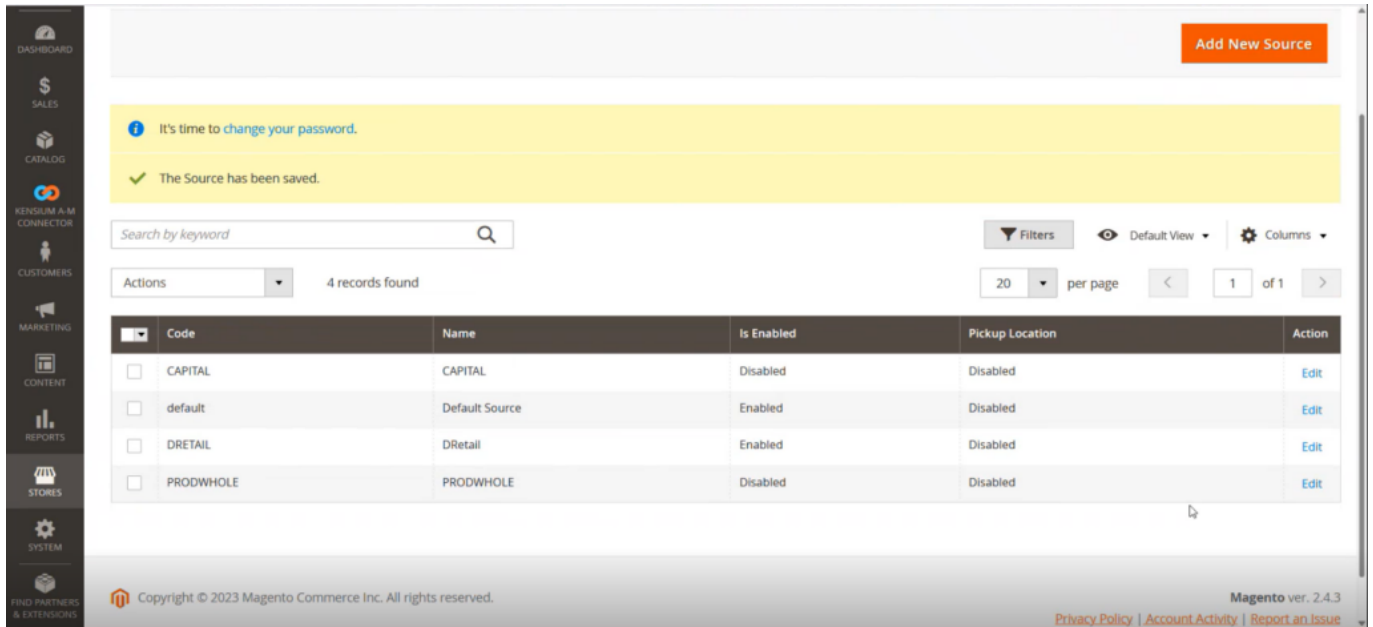
Code \*

Is Enabled ☒ Yes  
The Default Source must be enabled. A default source is required for single source merchants and product migration.

Description

Save & Continue ▾  
Save & Close  
Save & New

After entering all the details click on Save.



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[Add New Source](#)

It's time to change your password.

✓ The Source has been saved.

Search by keyword

Filters | Default View | Columns

Actions | 4 records found | 20 per page | 1 of 1

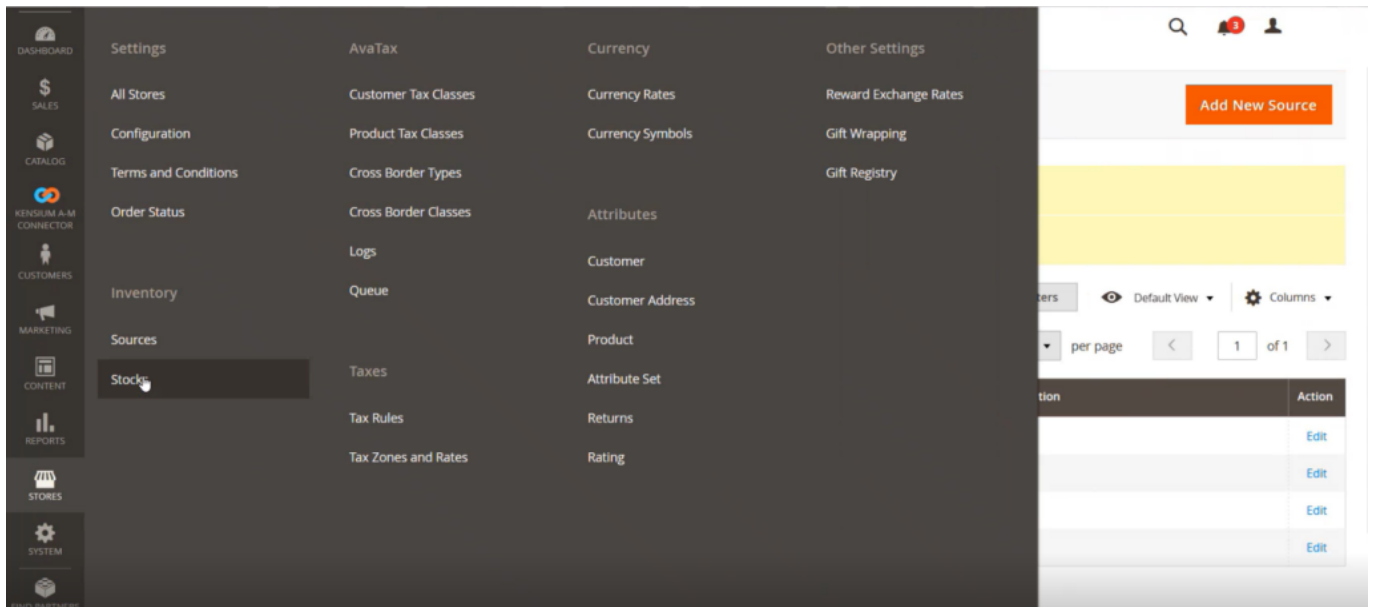
	Code	Name	Is Enabled	Pickup Location	Action
<input type="checkbox"/>	CAPITAL	CAPITAL	Disabled	Disabled	<a href="#">Edit</a>
<input type="checkbox"/>	default	Default Source	Enabled	Disabled	<a href="#">Edit</a>
<input type="checkbox"/>	DRETAIL	DRetail	Enabled	Disabled	<a href="#">Edit</a>
<input type="checkbox"/>	PRODWHOLE	PRODWHOLE	Disabled	Disabled	<a href="#">Edit</a>

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You need to map this to stock.

Step 2: Go back to the stock screen.



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[Add New Source](#)

It's time to change your password.

✓ The Source has been saved.

Search by keyword

Filters | Default View | Columns

Actions | 4 records found | 20 per page | 1 of 1

	Code	Name	Is Enabled	Pickup Location	Action
<input type="checkbox"/>	CAPITAL	CAPITAL	Disabled	Disabled	<a href="#">Edit</a>
<input type="checkbox"/>	default	Default Source	Enabled	Disabled	<a href="#">Edit</a>
<input type="checkbox"/>	DRETAIL	DRetail	Enabled	Disabled	<a href="#">Edit</a>
<input type="checkbox"/>	PRODWHOLE	PRODWHOLE	Disabled	Disabled	<a href="#">Edit</a>

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## Manage Stock

Add New Stock

It's time to change your password.

Search by keyword

Filters

Default View

Columns

Actions

1 records found

20 per page

1 of 1

	ID	Name	Sales Channels	Assigned Sources	Action
<input type="checkbox"/>	1	Default Stock	website Main Website (base)	Default Source (default)	<a href="#">Edit</a>

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[https://image243qav3.kendiumcommerce.com/admin\\_1hffw3/inventory/stock/edit/stock\\_id/1/key/a303d4241035dd09689aaa2dd46a819c2d29a042bf6afe9927294fde38a07f11/](https://image243qav3.kendiumcommerce.com/admin_1hffw3/inventory/stock/edit/stock_id/1/key/a303d4241035dd09689aaa2dd46a819c2d29a042bf6afe9927294fde38a07f11/)