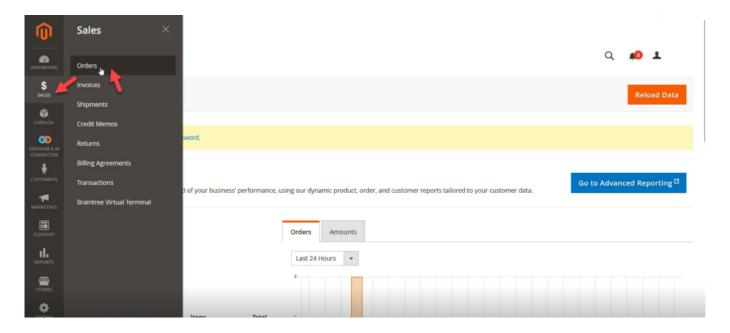


Orders in Magento and Sync with Acumatica

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In this section, you will be able to see how to place the order in Magento and sync the same order with Acumatica. To place an Order, go to Magento click on Sales and select Orders.



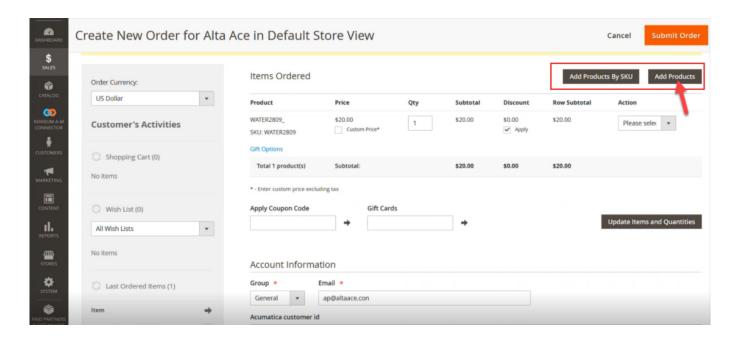
Accessing Orders in Magento

You can place the order in two ways. You can place the order directly from the admin by using the admin credentials or you can place the order from the front end.

Step 1. After logging into Magento you can add the product by following the steps below.

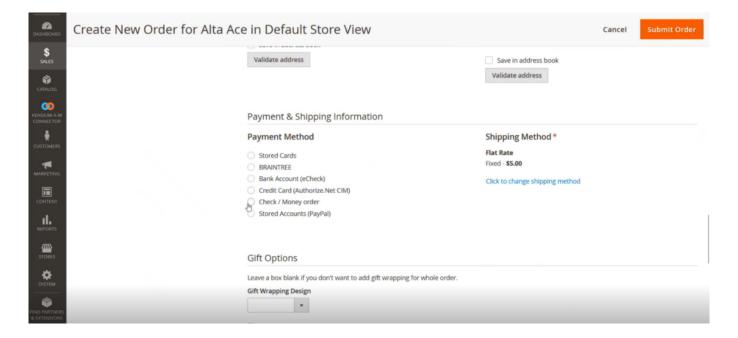






Add the product

Step 2. You can add a product after clicking on the **[Add Products]**. Fill up the relevant information on the screen.

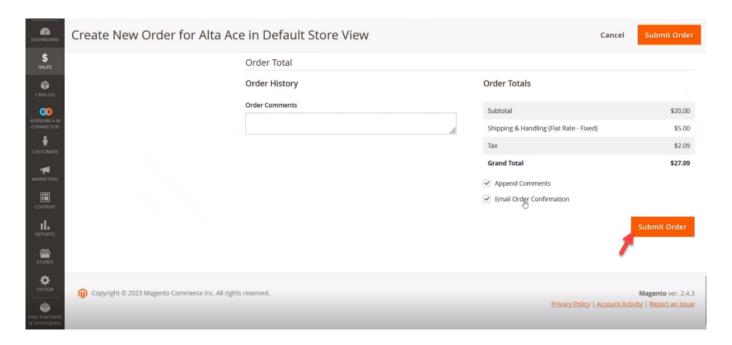






Select the Payment Method

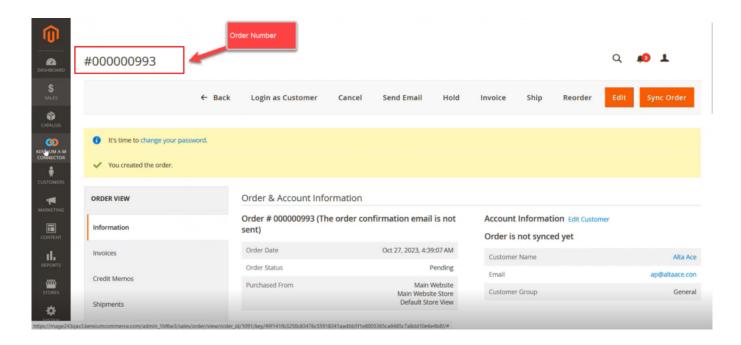
Step 3. Once all the information is filled you must click on [Submit Order].



Submitting the Order in Magento

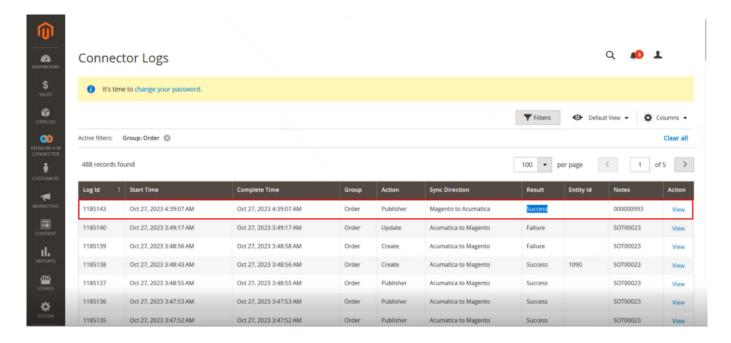






View your Order Number

Step 4. Go to the Magento Connector Log from Connector Log Sync. You can view the Order in the Published Status on the Connector Log.

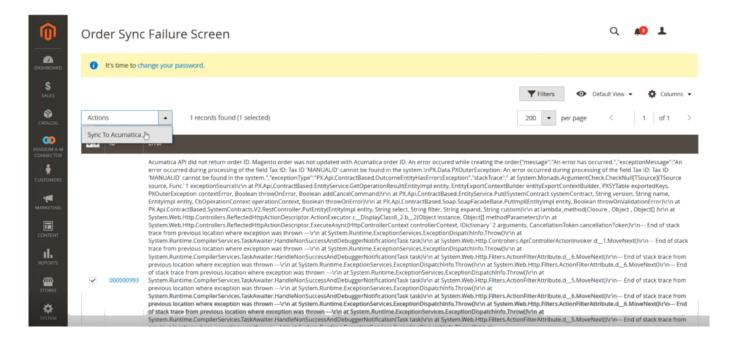






Order Published Status in the Connector Logs

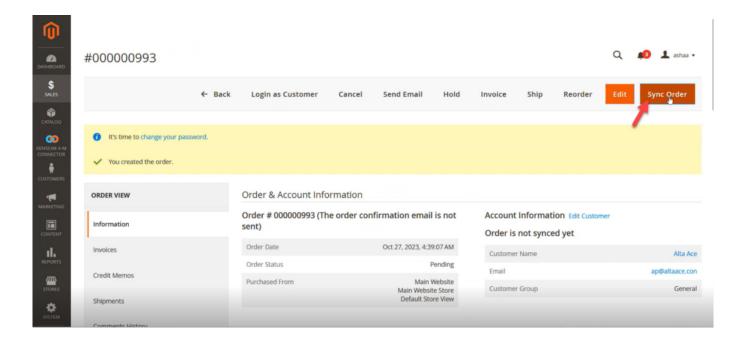
Step 5: You can sync the order from 3 screens provided if the order fails for the first time. After rectifying the failed data, you can sync the data from the Failed Order Screen to Acumatica. From the order sync, you can synchronize the order with Acumatica. And from the Order screen, you can do the same. If not fail, then you can synchronize the order from two screens.



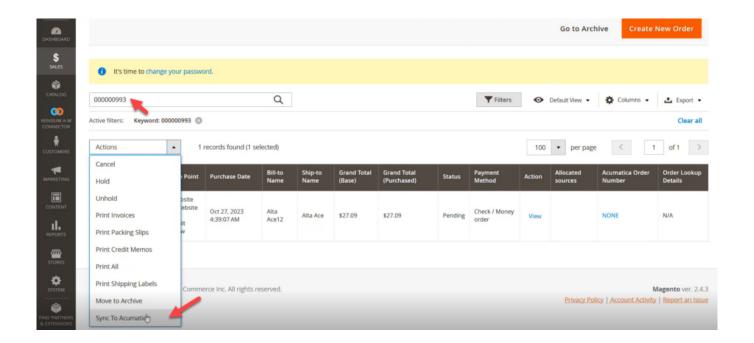
Sync the Order from the failed order screen after rectifying the data







Click on Sync Order

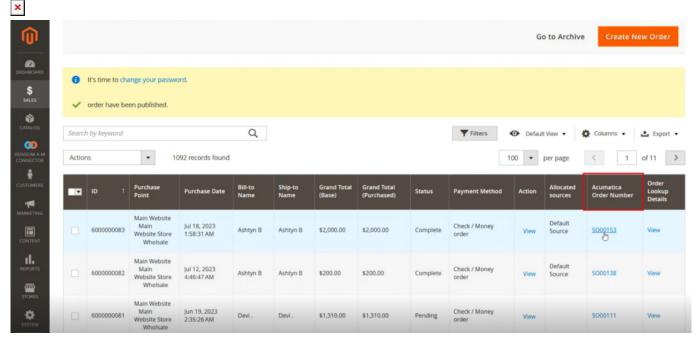


Sync Order from the Order Screen





Step 6: After the successful synchronization of the Order, you will be redirected to the following screen where you will be able to view an Acumatica Order Number as shown below.

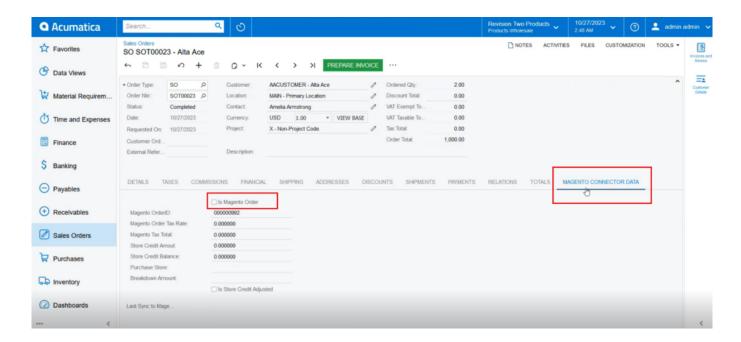


Acumatica Order Number column

Step 7: Upon clicking on the Order number within the Magento you will be redirected to the Acumatica Sales Order Screen with the respective order.







Acumatica Sales Order Screen

Step 8: Upon clicking on the [MAGENTO CONNECTOR DATA] you will be able to view a check box [Is Magento Order]. If this check box is checked it indicates that the order is created in Magento and synced into Acumatica. You can also view the Magento Order ID.

