

# Auto Invoice & Shipment for Magento

## User Guide



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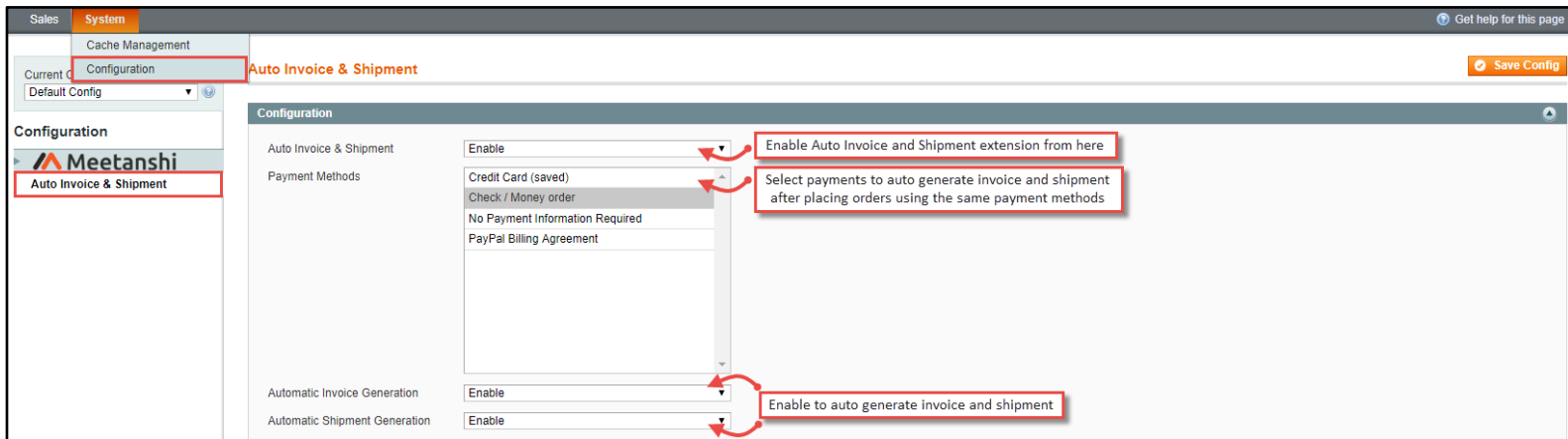
## 1. Extension Installation

- Upload or copy all folders in the zip package to your Magento root folder. It doesn't overwrite any existing files but just adds new files to the folder structure.
- Once done, log in your Magento admin panel, go to **System → Cache Management**, select all caches and refresh.
- Navigate to **System → Configuration**, if you can see the extension tab, it is installed properly.
- If you get Access denied error, you need to log out admin panel and log in again.

## 2. Configuration

To configure the extension, login to Magento backend, move to **System → Configuration → Auto Invoice & Shipment** where you can find various settings to configure the extension.

- **Auto Invoice & Shipment:** Enable or disable the extension from here.
- **Payment Methods:** Here, all the enabled payment methods of your Magento store have been listed. Select some or all the payment methods to enable auto invoice and shipment for.
- **Automatic Invoice Generation:** Enable auto Invoice generation from here.
- **Automatic Shipment Generation:** Enable auto shipment generation from here.

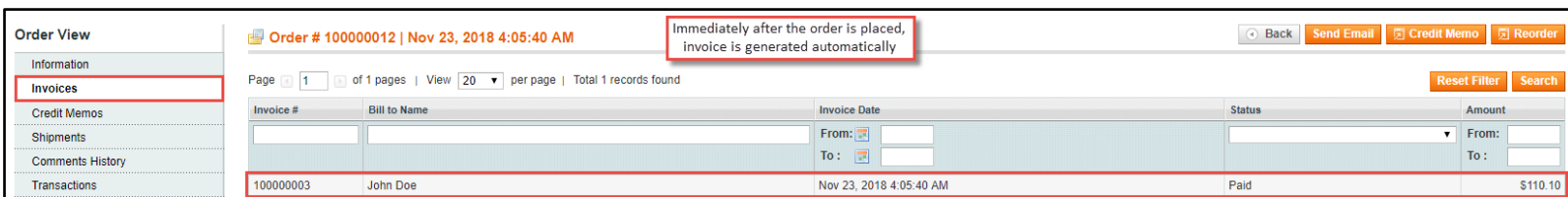


The screenshot shows the 'Auto Invoice & Shipment' configuration page in the Magento Admin. The 'Auto Invoice & Shipment' dropdown is set to 'Enable'. The 'Payment Methods' list includes 'Credit Card (saved)', 'Check / Money order', 'No Payment Information Required', and 'PayPal Billing Agreement'. The 'Automatic Invoice Generation' and 'Automatic Shipment Generation' dropdowns are both set to 'Enable'. Red boxes and arrows highlight these settings with the following annotations:

- Enable Auto Invoice and Shipment extension from here
- Select payments to auto generate invoice and shipment after placing orders using the same payment methods
- Enable to auto generate invoice and shipment

## 3. Auto Invoice Generation

Immediately after the order is placed from the frontend, order invoice gets generated automatically if enabled from the backend.

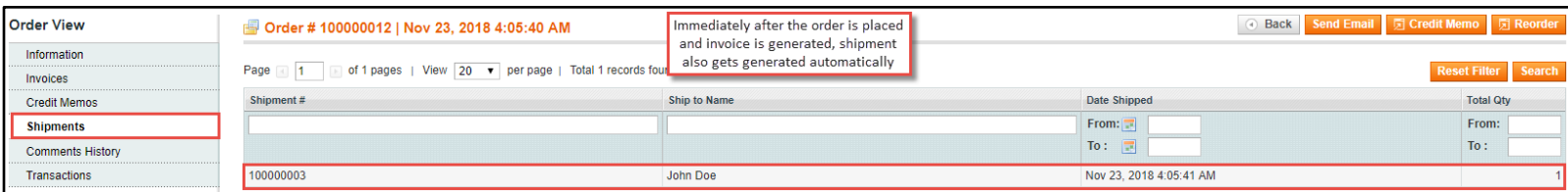


The screenshot shows the 'Order View' page for Order # 100000012, placed on Nov 23, 2018 at 4:05:40 AM. A red box highlights the text: 'Immediately after the order is placed, invoice is generated automatically'. Below this, a table lists the generated invoice details:

Invoice #	Bill to Name	Invoice Date	Status	Amount
100000003	John Doe	Nov 23, 2018 4:05:40 AM	Paid	\$110.10

#### 4. Auto Shipment Generation

Immediately after an order is placed and invoice is generated, the extension will auto generate shipment and complete the order status if enabled from the backend.



The screenshot displays the 'Order View' interface for order # 100000012, dated Nov 23, 2018 4:05:40 AM. A red box highlights a message: 'Immediately after the order is placed and invoice is generated, shipment also gets generated automatically'. Below this, a table lists shipment details:

Shipment #	Ship to Name	Date Shipped	Total Qty
100000003	John Doe	Nov 23, 2018 4:05:41 AM	1

If you have any question or need support, Contact us at <https://meetanshi.com/contacts/>