

# EIZ Shipper Shopify



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# Who are EIZ

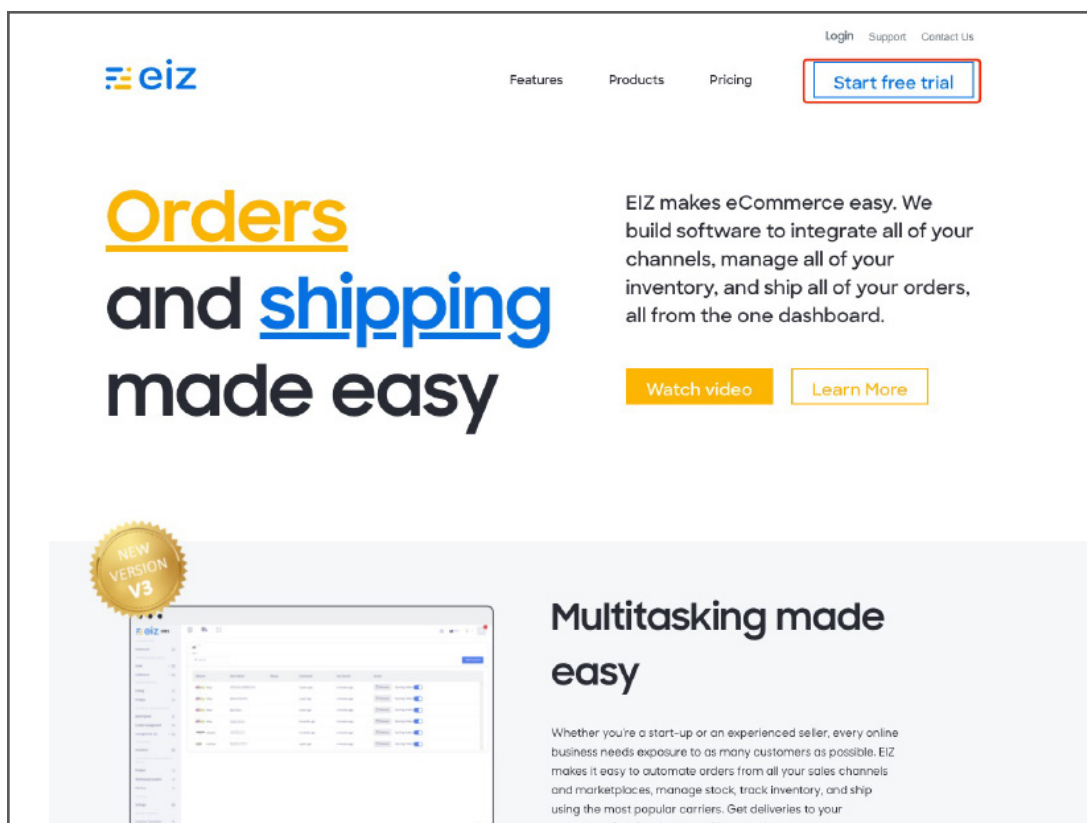
EIZ are a management technology provider who work with leading freight and logistics companies to provide an integrated e-commerce solutions with the following platforms.

- eBay
- Magento
- BigCommerce
- Shopify
- Amazon
- WooCommerce
- catch.com.au
- xero (coming soon)

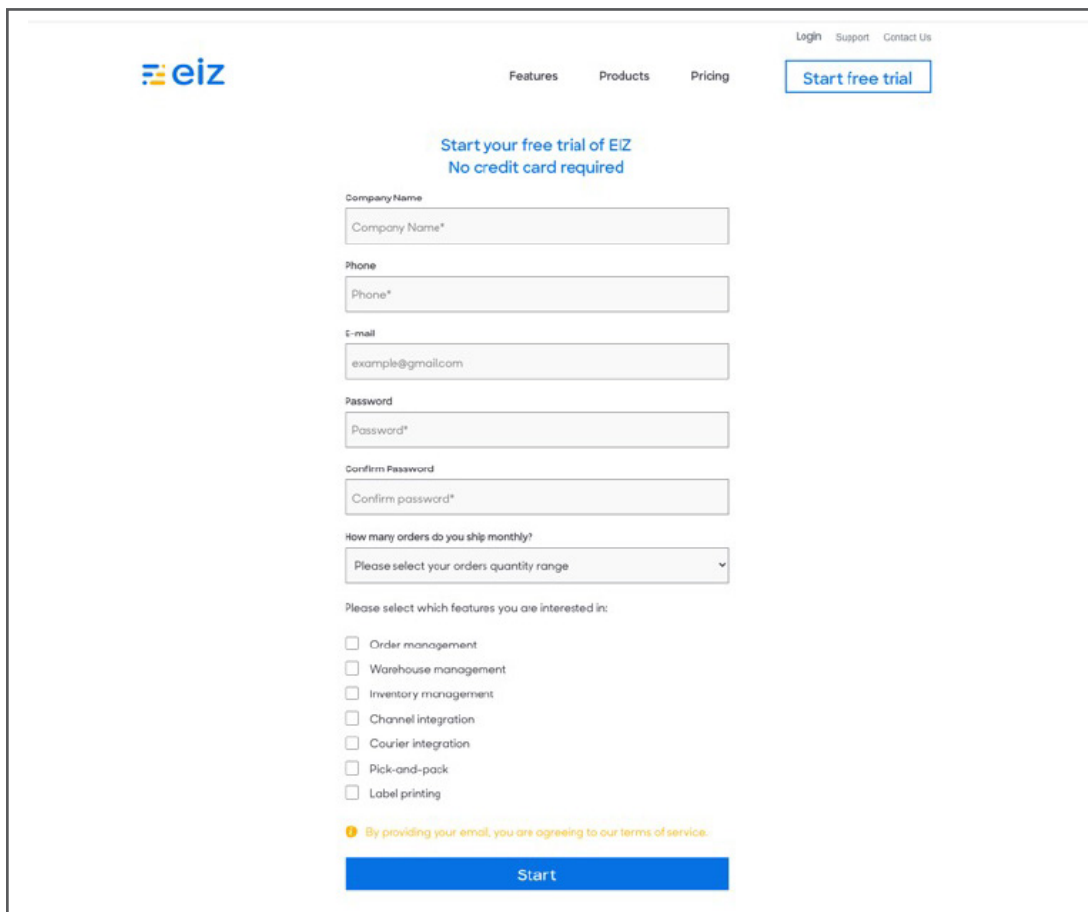
This user manual will guide you through the setup of the EIZ system with Shopify.

## Sign Up

**Step 1:** Go to EIZ and click Start Free Trial.

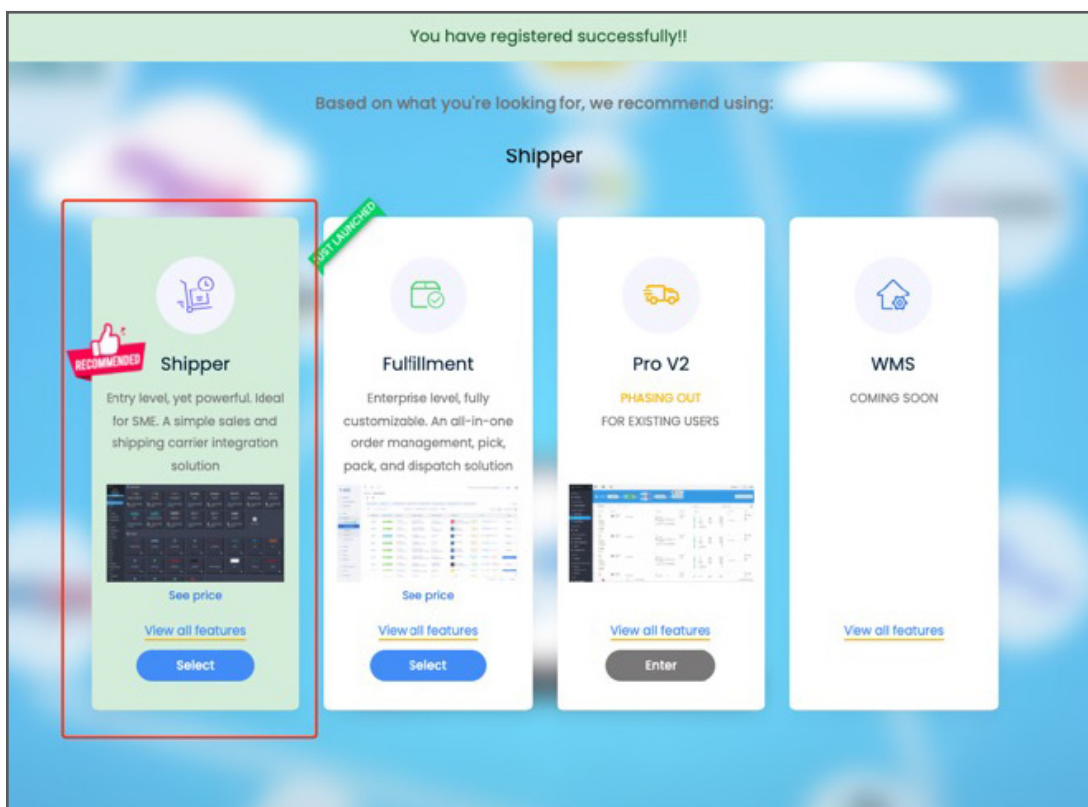


## Step 2: Fill in the business information.



The screenshot shows the EIZ registration page. At the top left is the EIZ logo. To the right are links for 'Login', 'Support', and 'Contact Us', and a 'Start free trial' button. Below the logo are navigation links for 'Features', 'Products', and 'Pricing'. The main heading is 'Start your free trial of EIZ' with the sub-heading 'No credit card required'. The form includes fields for 'Company Name', 'Phone', 'E-mail' (with 'example@gmail.com' as a placeholder), 'Password', and 'Confirm Password'. A dropdown menu asks 'How many orders do you ship monthly?' with the placeholder 'Please select your orders quantity range'. Below this is a list of features with checkboxes: 'Order management', 'Warehouse management', 'Inventory management', 'Channel integration', 'Courier integration', 'Pick-and-pack', and 'Label printing'. A note states 'By providing your email, you are agreeing to our terms of service.' At the bottom is a blue 'Start' button.

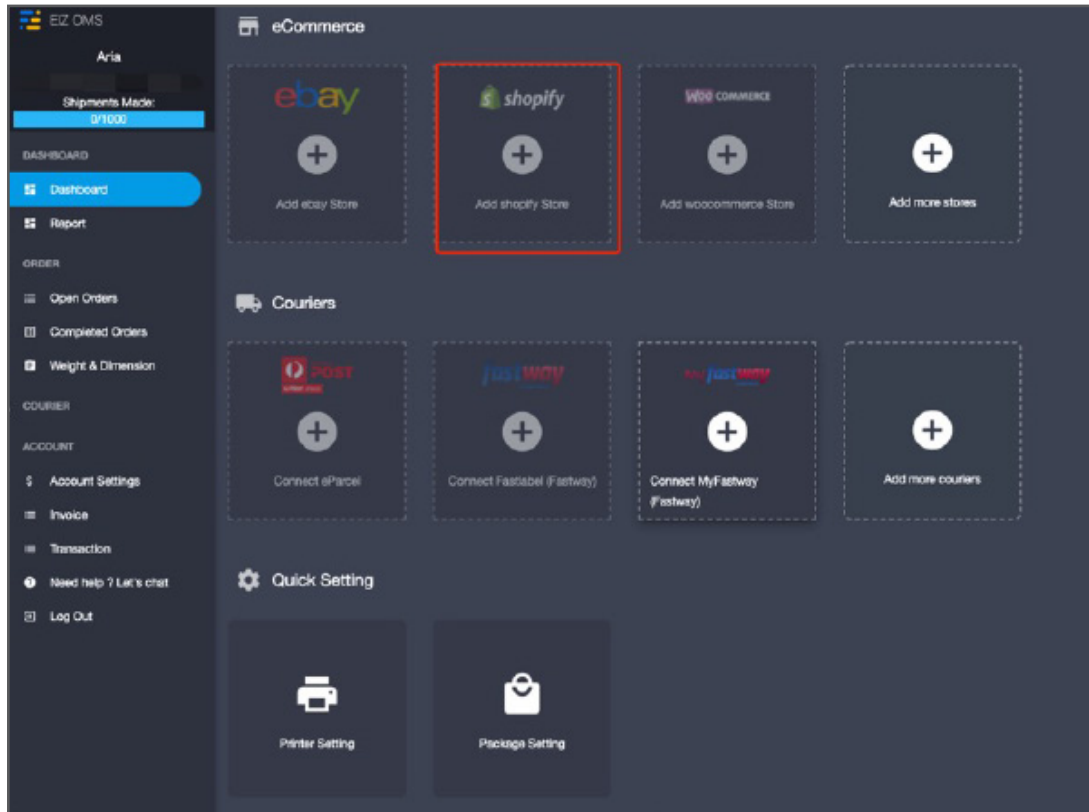
## Step 3: Select Shipper and start the journey.



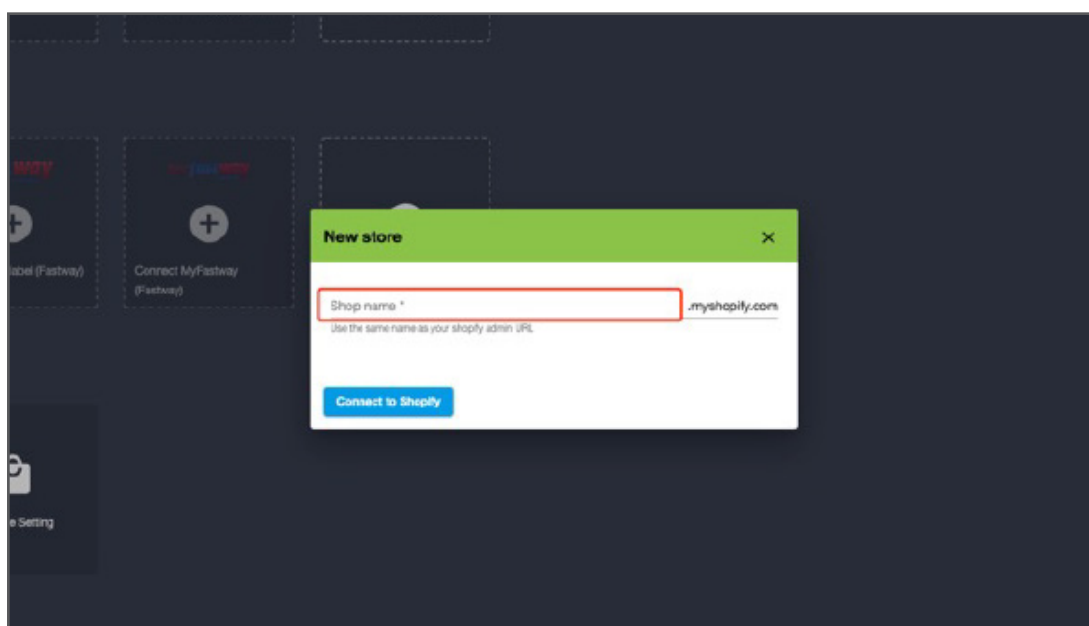
The screenshot shows a dashboard with a green header 'You have registered successfully!!'. Below it, text reads 'Based on what you're looking for, we recommend using:'. The main section is titled 'Shipper' and features four service cards. The first card, 'Shipper', is highlighted with a red border and a 'RECOMMENDED' badge. It includes a 'Just Launched' banner, a description: 'Entry level, yet powerful. Ideal for SME. A simple sales and shipping carrier integration solution', a screenshot of the interface, and buttons for 'See price', 'View all features', and 'Select'. The second card, 'Fulfillment', has a 'Just Launched' banner, a description: 'Enterprise level, fully customizable. An all-in-one order management, pick, pack, and dispatch solution', a screenshot, and buttons for 'See price', 'View all features', and 'Select'. The third card, 'Pro V2', has a 'PHASING OUT FOR EXISTING USERS' banner, a description, a screenshot, and buttons for 'View all features' and 'Enter'. The fourth card, 'WMS', has a 'COMING SOON' banner, a description, and a 'View all features' button.

# Connect to Shopify

**Step 1:** Click “Add Shopify Store”.



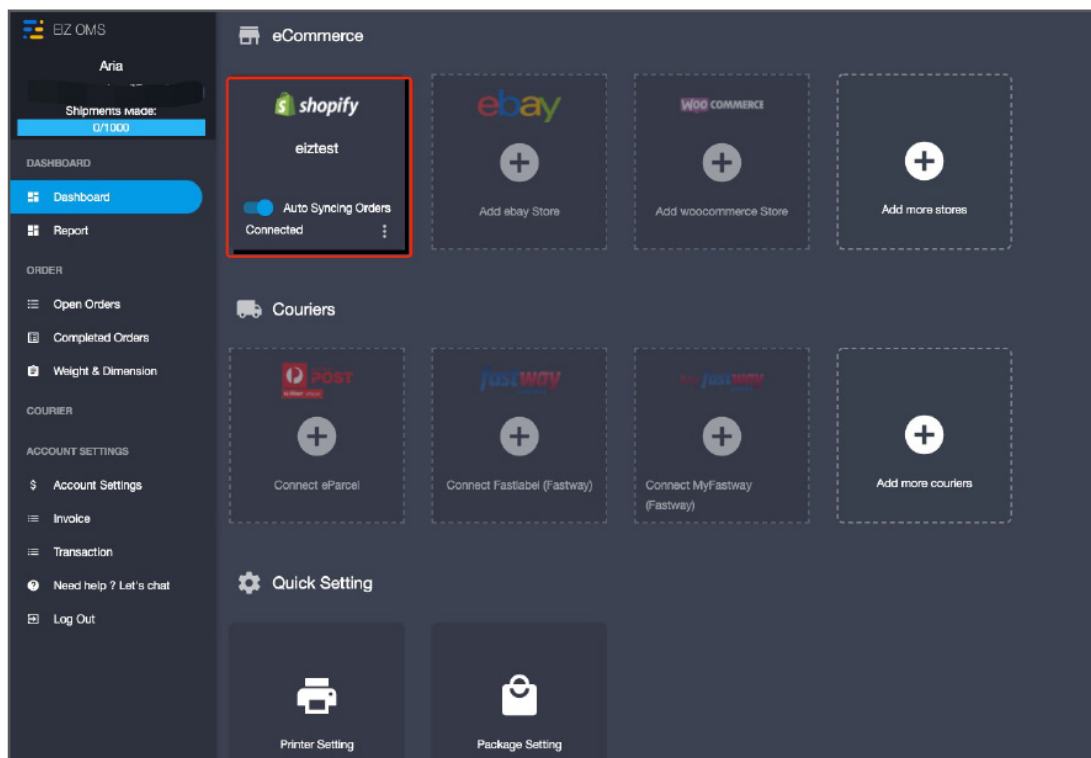
**Step 2:** Fill in your store name and connect.



### Step 3: Authenticate your Shopify. account.

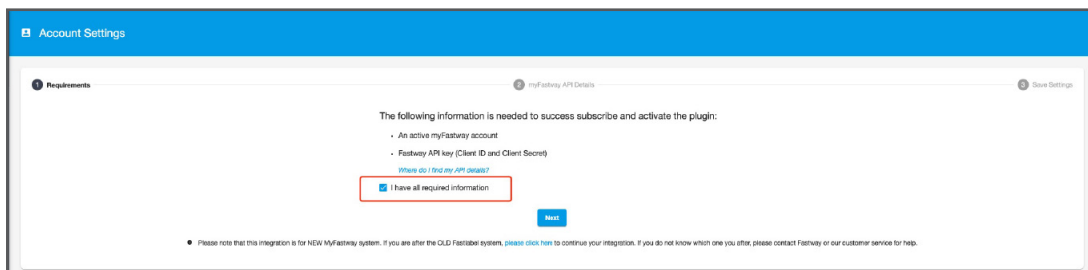
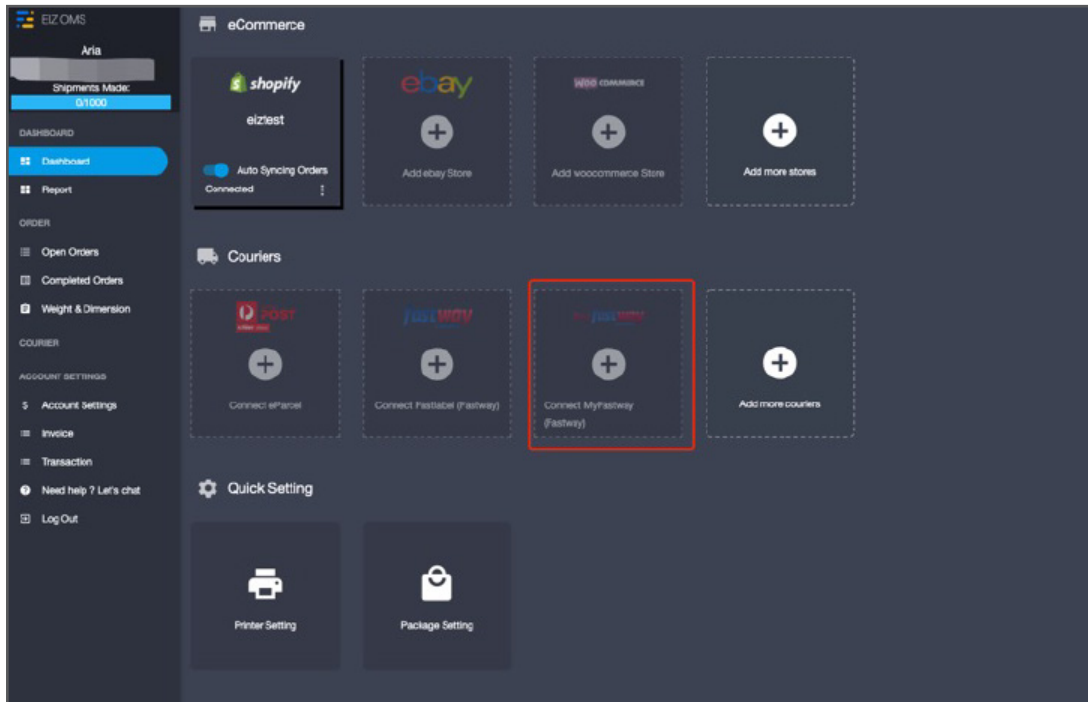
- ✓ 1. Get authorized
- ✓ 2. Login to EIZ
- ✓ 3. Link your store to EIZ
- ✓ 4. Start order sync
- ✓ 5. Initial quote settings
- 6. Ready to take off**

You'll see your store is successfully connected.

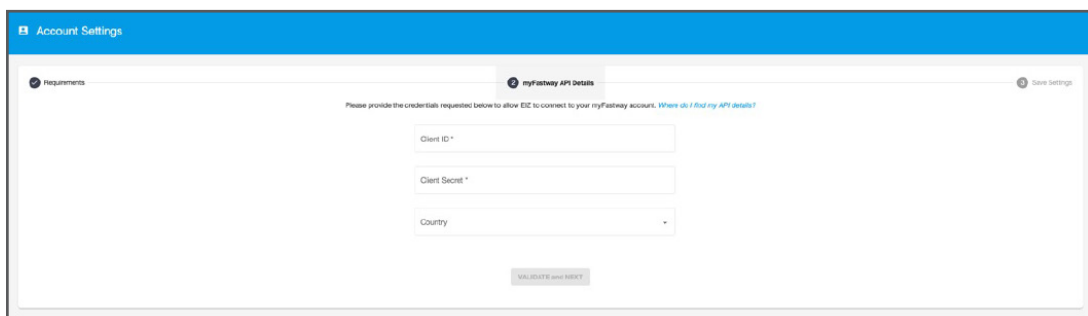


# Connect to myFastway

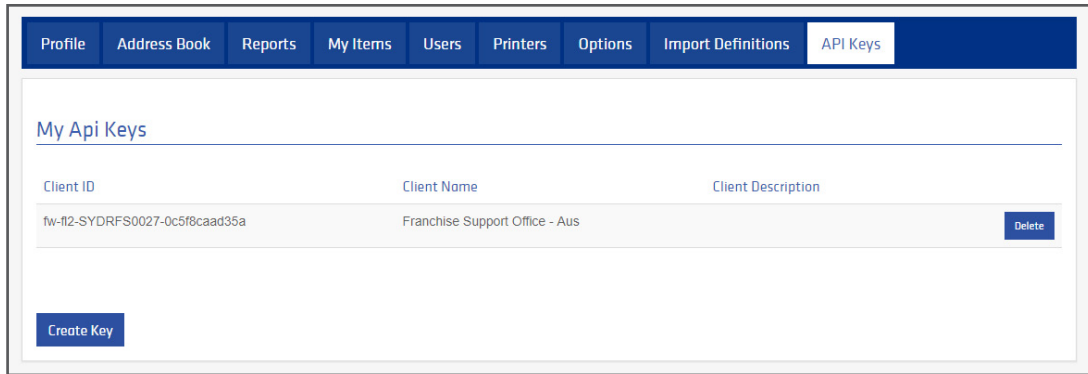
**Step 1:** Select 'Connect myFastway' or 'Connect Fastlabel' and follow the instructions to obtain the Fastway API Key.



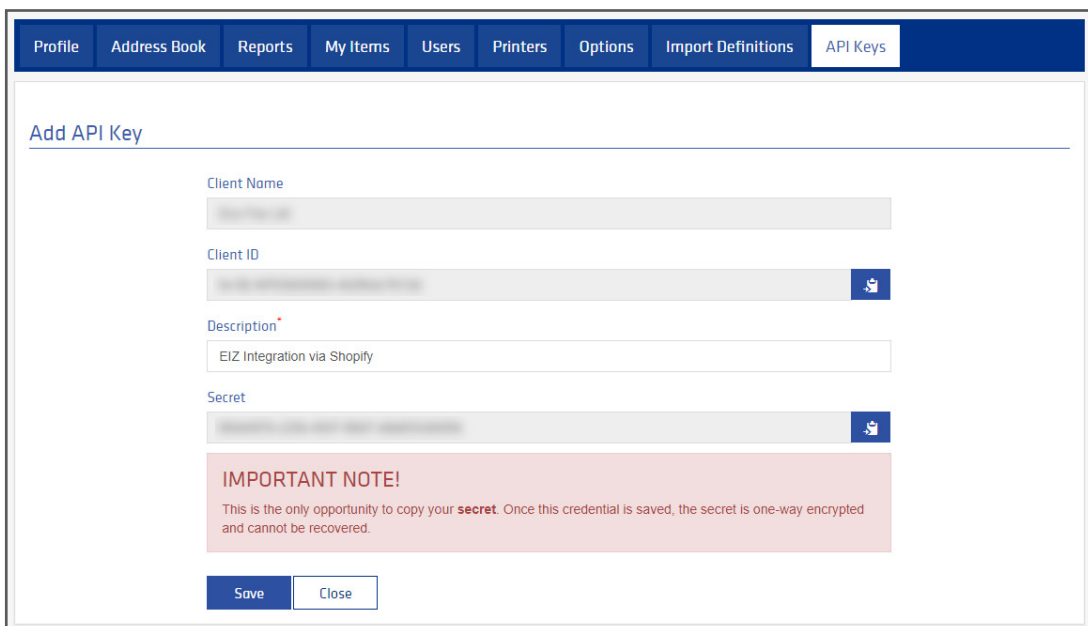
**Step 2:** Fill in your Fastway credentials, and click “VALIDATE and NEXT” button



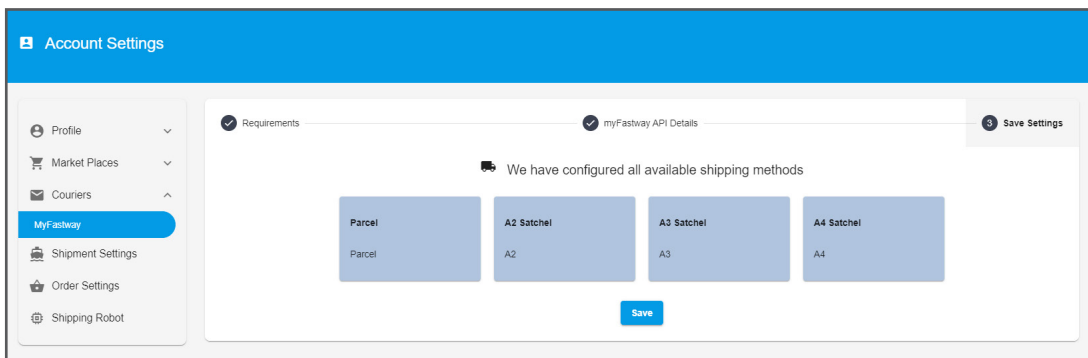
**Step 3:** If not, navigate to myfastway.com.au > Administration > API Keys



**Step 4:** Enter the ClientID and Secret key into the EIZ app and click okay.



**Step 5:** The app will display the shipping options available to your myfastway account as per the screenshot below, click 'Save'.

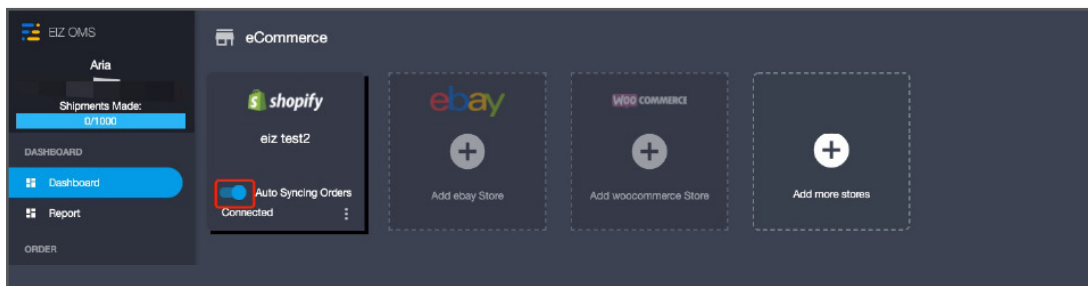




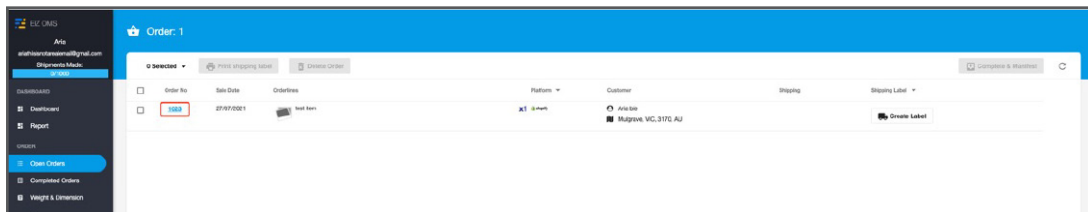
# Order Syncing and Fulfilment

Once you have successfully set up your Connect myFastway/ Connect Fastlabel and your eCommerce channels. You are now able to start fulfilling your orders and generate shipping labels.

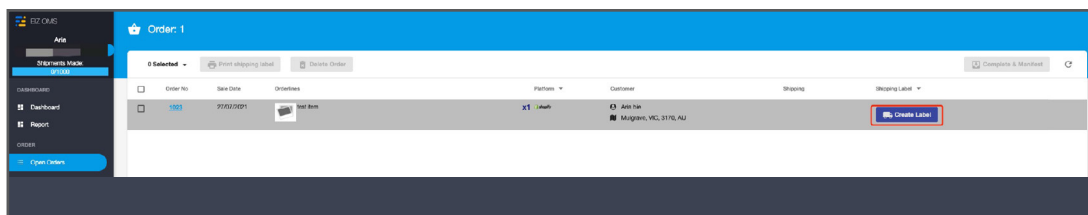
**Step 1:** Ensure the syncing switch is turned on.



**Step 2:** Click on Open Orders, and you'll see your orders from the connected store.



**Step 3:** Click on "Create Label".



## Step 4: Confirm Package Dimensions.

**New Shipment**

1. Sender Address [Redacted] ✓ Valid Sender Address

2. Receiver Address [Redacted] ✓ Valid Receiver Address

3. Package Info 1 x 14.99kg x 0cm x 0cm x 0cm ✗ Invalid Package Info

Weight: 14.99

Length(cm) [Redacted] Length is required

Width(cm) [Redacted] Width is required

Height(cm) [Redacted] Height is required

Update

Dropdown Menu:

- Add New Item
- Sample1
- Sample2
- MyFastway DL
- MyFastway 300gm
- MyFastway A2

## Step 5: Select the correct Package type and Servicer.

**New Shipment**

1. Sender Address [Redacted] ✓ Valid Sender Address

2. Receiver Address [Redacted] ✓ Valid Receiver Address

3. Package Info 1 x 1kg x 12cm x 12cm x 12cm ✓ Valid Package Info

4. Select a Carrier

Price	Carrier / Service	Transit Time	Pickup / Drop off	Features	Note
<b>Others</b>					
N/A	Others (Plain label)				
<b>myFastway</b>					
\$15.55	aramex myFastway /DL				
\$16.44	aramex myFastway /Satchel A5				
\$19.91	aramex myFastway /Satchel A4				
\$23.18	aramex myFastway /Satchel A3				
\$29.85	aramex myFastway /Satchel A2				
\$21.52	aramex myFastway /Parcel				Selected

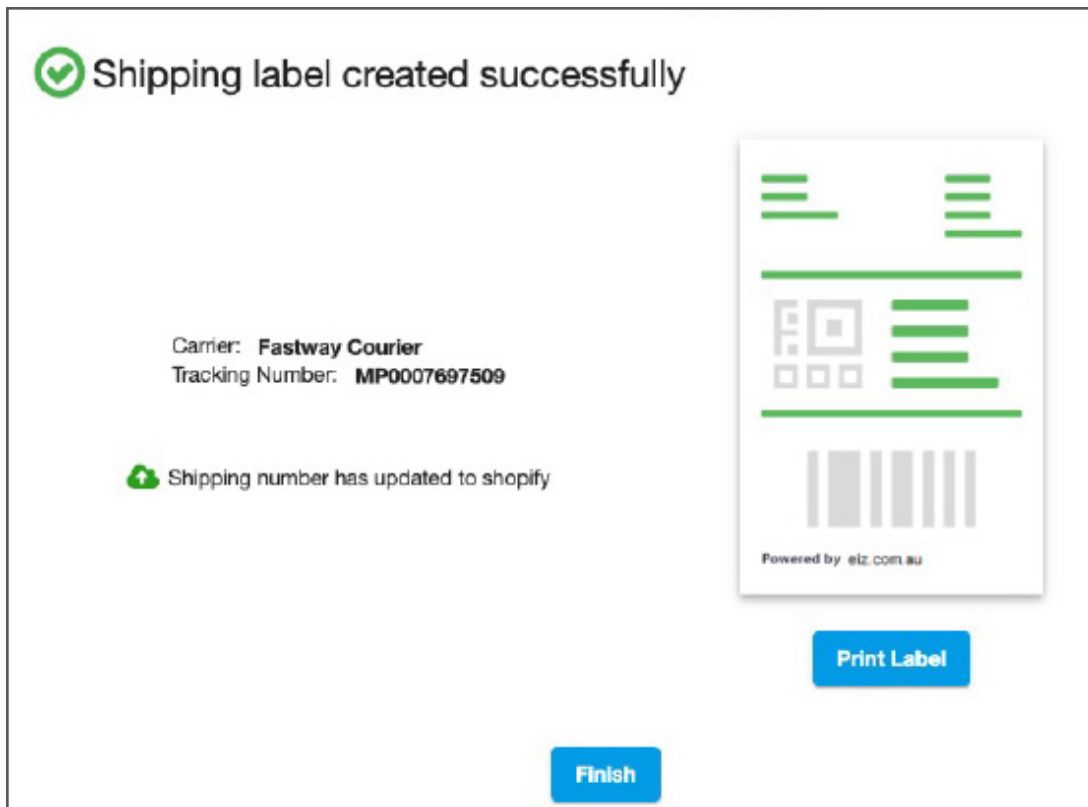
Leave at Door

Standard Service

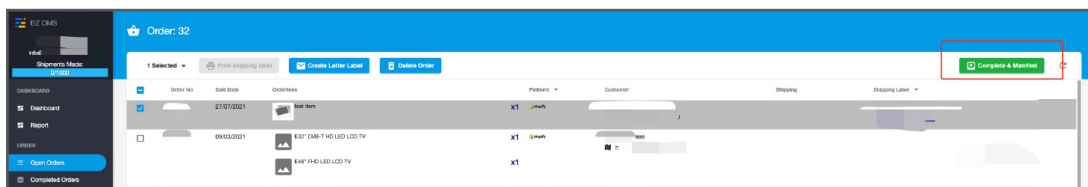
Signature Required

Delivery Instructions

**Step 6:** Shipping label created successfully.



**Step 7:** You'll see the tracking number shown in Open Orders, and the last step is to manifest it. Click on the green "**Complete&Manifest**" button to notify the carrier.



# Help

Should you require further assistance please contact our helpdesk by selecting 'Need Help? Let's Chat' function button.

