



Arshu Consultancy Pte. Ltd.



Lazada Connector v1.0.0.0

## GUIDE

Guide for Lazada Connector for Microsoft Dynamics  
365 Business Central

Date: 03-Feb-2019

Contact : [Support\\_sg@navisionapps.com](mailto:Support_sg@navisionapps.com)



## Contents

1.	Introduction.....	1
2.	Business Scenario .....	2
3.	Install Extension .....	3
4.	Configure .....	6
5.	Manual Configuration.....	11
5.1	Authorization Setup.....	11
5.2	E-Commerce Setup.....	13
6	Scheduler Configuration .....	14
7	Lazada Item Profile.....	17
7.1	Item Creation.....	17
8	Inventory Configuration.....	22
9	Order Processing .....	23
10	Payout Status.....	27
11	Subscription.....	29

---



## 1. Introduction

Thanks for choosing Lazada Connector.

Lazada connector enables you to seamlessly to connect with Lazada marketplace. It updates inventory/pricing and downloads sales orders/pay-out statements from Lazada without manual intervention.



## 2. Business Scenario

Companies who uses Microsoft Dynamics 365 Business Central and wants to sell in Lazada marketplace required needs to update inventory and pricing regularly to fulfil customer orders. and customer places order in Marketplace, the same need to be entered in ERP to do shipment and invoicing.

If both systems are not integrated, its manual and time-consuming process to update orders, pricing and inventory. There is chance of human errors.

If companies don't have any ERP they can choose Microsoft Dynamics 365 Business Central is a platform for selling in Lazada and manage orders.

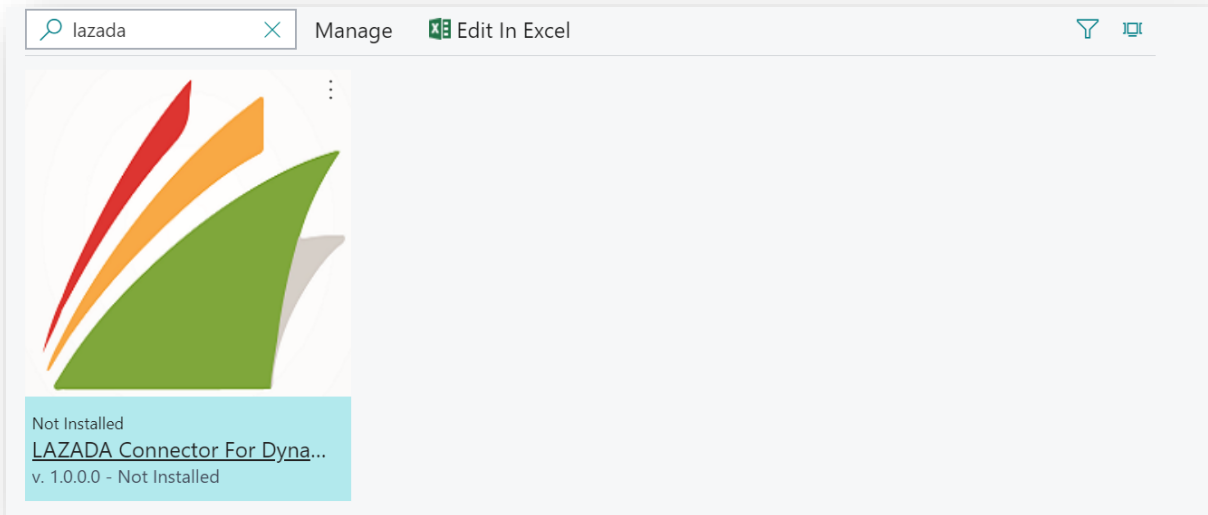


### 3. Install Extension

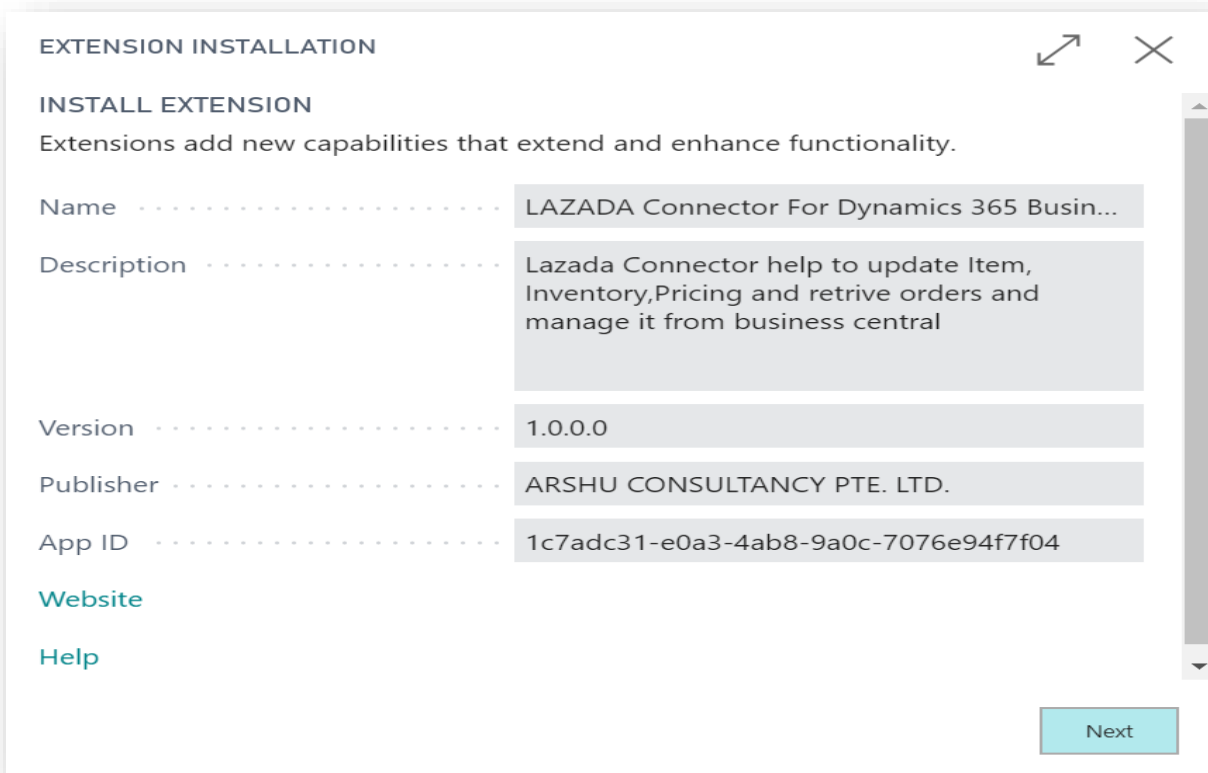
The purchased App will be listed under "Extension Management" Page.

Navigate to "Extension"

Click on Lazada Connector for Dynamics 365 Business Central Extension



Click Next





Arshu Consultancy Pte. Ltd.

Read "Terms and Conditions" and check Accept the terms and conditions and Click Install

EXTENSION INSTALLATION

REVIEW EXTENSION INFORMATION BEFORE INSTALLATION

Name

LAZADA Connector For Dynamics 365 Busines...

Publisher

ARSHU CONSULTANCY PTE. LTD.

Language

English (United States) ...

Terms and Conditions

Privacy Statement

I accept the terms and conditions

☐

Back

Install

After its successfully install the app, you will get message successful installed.

i

The LAZADA Connector For Dynamics 365 Business Central extension was successfully installed. All active users must log out and log in again to see the navigation changes.

OK



*Note: To install App, user must have "SUPER" role id*



## 4. Configure

Navigate to assisted setup page and select Set up "Setup Lazada Connector" and double click to configure.

Enable Authorize App and click Next

Enter you Lazada seller email account and License key

For trail license key, please email [sales@navisionapps.com](mailto:sales@navisionapps.com).

LAZADA CONNECTOR WIZARD

WELCOME TO LAZADA CONNECTOR SETUP!

Lazada Connector seamlessly connect your business central with Lazada Marketplace

LET'S GO!

Authorize App ☒

Lazada Seller Email ID

Enter License Key

Set Defaults Permission Back Next Finish

After clicking next, system will ask to confirm to authorize Lazada Connector and upon clicking yes, it will open new window to enter your Lazada seller centre login information to authorize.

? Do you want to authorize Lazada Connector App?

Yes No





### Sign in and Authorize Permission

The App **[LAZADA Connector For Microsoft Dynamics 365 Business Central]** is requesting permission for these functions:

- Read brands, categories, and attributes information from Lazada system
- Get your transaction statements and fee details in a specified period
- Get documents (invoices or shipping labels) for your orders

[View more](#)

☒ I agree to the [Authorization Terms and Agreement](#)

\* Country

Singapore

\* Account:

sales@navisionapps.com

\* Password:

\*\*\*\*\*

**Sign in And Authorize**

After successful login, it will post back to Dynamics 365 Business Central home page URL along with authorization code.

https://businesscentral.dynamics.com/?code=0\_106527\_vAIg8LuXSX4zzh5lml4xNP4z1645

You must copy only below code from the link (without equal to (=))

**0\_106527\_vAIg8LuXSX4zzh5lml4xNP4z1645**

Enter Seller Authorization code and validate authorization code



LAZADA CONNECTOR WIZARD

↗

✕

Enter Authorization Code

Seller Authorization Code .....

Validate Authorization Code

Set Defaults Permission

Back

Next

Finish

After successful validation, you will get a message like below. You can validate code only once. If its fails, you may need to authorize again to get new code and update it here.

i

Validated Sucessfully!

OK



## Arshu Consultancy Pte. Ltd. User Permission

Define which user should be able to use Lazada Connector Functionality.

**Note:** The pre-requisites role ID. i.e. "**D365 SALES DOC, POST/ D365 SALES DOC, EDIT**". Below screen will list out only user who has role of "D365 SALES DOC, POST or D365 SALES DOC, EDIT".

Click "Set defaults Permission" to enable permission for listed users. Or manually tick "Has Permission" those who want to assign it.

LAZADA CONNECTOR WIZARD

Check the Assign or Remove Permission Box to change read permission for the user. User Group members should be managed through the user group only.

Choose Set Defaults and required permissions will be automatically assigned to user group members and users who has role ...

USER FULL NAME	USER GROUP MEMBER	HAS PERMISSION	ASSIGN PERMISSION	REMOVE PERMISSION
sri s	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Configure E-Commerce Setup as per your company policy.

LAZADA E-Commerce Setup | [Update Lazada Item Category](#) [Update Lazada Reason](#) [Update Shipment Providers](#) [Get Brands](#) [Less options](#)

GENERAL

Region	Singapore	Insert Voucher Amt in SO as	New Line
Get Back Days to Sync	30	Internal Voucher GL Account	40300
Create Lazada Order as	Invoice	Insert Shipping Amt in SO	<input checked="" type="checkbox"/>
Use Sales Order as Invoice	<input checked="" type="checkbox"/>	Insert Shipping Service Amt in SO	<input checked="" type="checkbox"/>
Order No. Series	S-INV+	Shipping GL Account	
Lazada Customer No.	10000	Journal Template Name	CASHRCPT
Default Order Location Code	MAIN	Cash Receipt Journal Batch	GENERAL
Insert Lazada Voucher Amt in SO	<input checked="" type="checkbox"/>	Email Lazada Docs to	sankarvinop@gmail.com
Lazada Voucher GL Account			

Enter your email and click next



LAZADA CONNECTOR WIZARD

Enter the Registration details.

Registration E-Mail Address ..... sales@navisionapps.com

Set Defaults Permission Back Next Finish

Click Next and Finish

The assisted setup status will be changed "Completed" on Clicking Finish button.

[Set up Lazada Connector](#)



**Completed**



## 5. Manual Configuration

### 5.1 Authorization Setup

Navigate to "LAZADA Seller Authorization Setup" (search on Dynamics 365 Business Central)

Go to Action→Authorize App

The screenshot shows the 'LAZADA Seller Authorization Setup' form. At the top, there are tabs: 'New', 'Actions', 'Navigate', and 'Less options'. Below the tabs is a 'General' section. The form contains several fields:

Field	Value
Seller authorization C...	Authkey
Seller Email Account	Lazada@cronus.sg
Seller Authorized	<input checked="" type="checkbox"/>
Expiry Date	12/31/2019
Token Expiry By	3/5/2019 4:19 PM
License Key	20191231F2D30F6F1BAC3A6FF40I
Refersh Token Key Ex...	8/2/2019 11:33 AM

After clicking next, system will ask to confirm to authorize Lazada Connector and upon clicking yes, it will open new window to enter your Lazada seller centre login information to authorize.

The screenshot shows a confirmation dialog box with a question mark icon and the text: "Do you want to authorize Lazada Connector App?". At the bottom right, there are two buttons: "Yes" and "No".



### Sign in and Authorize Permission

The App **[LAZADA Connector For Microsoft Dynamics 365 Business Central]** is requesting permission for these functions:

- Read brands, categories, and attributes information from Lazada system
- Get your transaction statements and fee details in a specified period
- Get documents (invoices or shipping labels) for your orders

[View more](#)

☒ I agree to the [Authorization Terms and Agreement](#)

\* Country

Singapore

\* Account:

sales@navisionapps.com

\* Password:

\*\*\*\*\*

**Sign in And Authorize**

After successful login, it will post back to Dynamics 365 Business Central home page URL along with authorization code.

[https://businesscentral.dynamics.com/?code=0\\_106527\\_vAIg8LuXSX4zzh5lml4xNP4z1645](https://businesscentral.dynamics.com/?code=0_106527_vAIg8LuXSX4zzh5lml4xNP4z1645)

You must copy only below code from the link (without equal to (=))

**0\_106527\_vAIg8LuXSX4zzh5lml4xNP4z1645**

Enter Seller Authorization code and validate authorization code from action

After success fully validation, system will retrieve token. User also can retrieve token manually after successful validation.

This setup required only once. After that system will retrieve periodically updated token.



## 5.2 E-Commerce Setup

Navigate to Lazada E-Commerce Setup

Enter details as per your company requirements.

New
|
[Actions](#)
Less options

Update Lazada Item Category
Update Shipment Providers

Update Lazada Reason
Get Brands

---

### General

Region	Singapore	Insert Voucher Amt in...	New Line
Get Back Days to Sync	30	Internal Voucher GL ...	40300
Create Lazada Order as	Order	Insert Shipping Amt i...	<input type="checkbox"/>
Order No. Series	S-ORD	Insert Shipping Servic...	<input type="checkbox"/>
Use Sales Order as In...	<input checked="" type="checkbox"/>	Shipping GL Account	
Lazada Customer No.	10000	Journal Template Na...	CASHRCPT
Default Order Locatio...	MAIN	Cash Receipt Journal ...	GENERAL
Insert Lazada Vouche...	<input checked="" type="checkbox"/>	Bank Account No.	CHECKING
Lazada Voucher GL A...		Email Lazada Docs to	lazada@cronus.sg

No.	Column Name	Description	Mandatory
1	Region	Lazada Region you want to connect	Yes
2	Get Back Days to Sync	System will always go last 2 days to get orders again if you enter 2. You can enter any days.	Yes
3	Create order as	You can configure to create as sales order or directly as invoice in Dynamics 365 Business Central	
3	Order No. Series	When you create Dynamics 365 Business Central sales orders, it will create in this no. series	Yes
4	Lazada Customer No.	Sales order will be created against this customer. All invoices will be posted against this custoemr	Yes
5	Default Order Location	When sales order created, it will create agist this location. User can change before before creating actual orders.	Yes



6	Insert Vouched Amount In SO as	If you select new line, it create a new line order with GL account defined. If you select Ajdjsut unit price, the selling price will be updated after voucher amount	Yes
7	GL Accounts (Voucher,Lazada Voucher, Shiping and etc)	If you enable this, you need to define GL Accounts and it will be inserted into Sales Order	Optional
8	Journal Template Cash Receipt Journal Bank Account	System will generate cash receipt journal as per this configuration	Yes
9	Email Lazada Docs To	You can download or email lazada shipping and Invoice documents to this ID	Optional

You must update below information for first time and whenever necessary.

It will take some time to download data from Lazada

 [Update Lazada Item Category](#)

 [Update Shipment Providers](#)

 [Update Lazada Reason](#)

 [Get Brands](#)

## 6 Scheduler Configuration

Scheduler needs to configure to update inventory information to market place and retrieve order details from Lazada.

On Hold	:	Codeunit	70252929	<a href="#">LAZADA_RefershToken_SGP</a>	Refersh Token
Ready	:	Codeunit	70252933	<a href="#">LAZADA_OrderMangement_SGP</a>	Get New Orders and Order Sta...
On Hold	:	Codeunit	70252936	<a href="#">LAZADA_InventoryMgnt_SGP</a>	Update Inventory and Pricing

Schedule below code units as per your required time interval.

70252933 – Get Lazada Orders

This batch job will retrieve new orders from Lazada portal and update status of existing orders





## Codeunit · 70252933 · LAZADA\_OrderMangement\_SGP

Process	Report	Actions	Navigate	Less options
<b>General</b>				Show more
Object Type to Run	Codeunit		Description	Get New Orders and Order Status
Object ID to Run	70252933		Earliest Start Date/Time	2/3/2019 5:45 PM
Object Caption to Run	LAZADA_OrderMangement_SGP		Status	On Hold
<b>Recurrence</b>				
Recurring Job	<input type="checkbox"/>		Run on Saturdays	<input checked="" type="checkbox"/>
Run on Mondays	<input checked="" type="checkbox"/>		Run on Sundays	<input checked="" type="checkbox"/>
Run on Tuesdays	<input checked="" type="checkbox"/>		Starting Time	12:00:00 AM
Run on Wednesdays	<input checked="" type="checkbox"/>		Ending Time	
Run on Thursdays	<input checked="" type="checkbox"/>		No. of Minutes between Runs	60
Run on Fridays	<input checked="" type="checkbox"/>		Inactivity Timeout Period	0

### 70252936 – Inventory Update

This batch job will update inventory quantity and pricing in Lazada Portal.

Schedule frequency as per your policy.

It will update QC Status of pending item.

Process	Report	Actions	Navigate	Less options
<b>General</b>				Show more
Object Type to Run	Codeunit		Description	Update Inventory and Pricing
Object ID to Run	70252936		Earliest Start Date/Time	
Object Caption to Run	LAZADA_InventoryMgmt_SGP		Status	On Hold
<b>Recurrence</b>				
Recurring Job	<input type="checkbox"/>		Run on Saturdays	<input type="checkbox"/>
Run on Mondays	<input checked="" type="checkbox"/>		Run on Sundays	<input checked="" type="checkbox"/>
Run on Tuesdays	<input checked="" type="checkbox"/>		Starting Time	9:00:00 AM
Run on Wednesdays	<input checked="" type="checkbox"/>		Ending Time	9:00:00 PM
Run on Thursdays	<input checked="" type="checkbox"/>		No. of Minutes between Runs	60
Run on Fridays	<input checked="" type="checkbox"/>		Inactivity Timeout Period	0



## 70252929 – Refresh Token

System API - This batch to update token. It's recommended to run only once in a day.

Process	Report	Actions	Navigate	Less options
Object Type to Run	Codeunit		Description	Refresh Token
Object ID to Run	70252929		Earliest Start Date/Time	2/4/2019 12:00 AM
Object Caption to Run	LAZADA_RefreshToken_SGP		Status	On Hold

---

### Recurrence

Recurring Job	<input type="checkbox"/>	Run on Saturdays	<input checked="" type="checkbox"/>
Run on Mondays	<input checked="" type="checkbox"/>	Run on Sundays	<input checked="" type="checkbox"/>
Run on Tuesdays	<input checked="" type="checkbox"/>	Starting Time	12:00:00 AM
Run on Wednesdays	<input checked="" type="checkbox"/>	Ending Time	1:00:00 AM
Run on Thursdays	<input checked="" type="checkbox"/>	No. of Minutes between Runs	1440
Run on Fridays	<input checked="" type="checkbox"/>	Inactivity Timeout Period	0



## 7 Lazada Item Profile

### 7.1 Item Creation

You can copy items from standard Dynamics 365 Business Central and publish into Lazada.

If you already have items in marketplace, you can sync to Dynamics 365 Business Central.

From Order processor role center, click on Lazada Published Items

The screenshot displays the Dynamics 365 Business Central interface. At the top, a navigation bar shows the company name 'CRONUS USA, Inc.' and various menu items: Sales, Purchasing, Inventory, Posted Documents, Self-Service, and Lazada. Below this, a sub-navigation bar lists 'Pending Orders', 'Ready to Ship Orders', 'Lazada Published Items' (which is highlighted), 'Payout Status', 'Payout Details', 'Shipped', 'Delivered', and 'All Orders'. The main content area is titled 'Lazada Published Items:' and includes a filter dropdown set to 'All', a search icon, and buttons for 'New', 'Delete', 'Edit In Excel', 'Actions', and 'Less options'. A table with columns 'SELLER SKU', 'DESCRIPTION', 'ITEM CATEGORY', 'LAZADA NAME', 'DESCRIPTION', and 'DEF. INVENTORY QTY' is shown. The 'Actions' dropdown menu is open, revealing options 'Get Attributes' and 'Get Lazada Item Profiles'. A message at the bottom of the table states '(There is nothing to show in this view)'.



Dynamics 365

Business Central

Lazada Published Items

Environment  
Sandbox

CRONUS USA, Inc.

Sales

Purchasing

Inventory

Posted Documents

Self-Service

Lazada

Lazada Published Items:

All

Search

New

Delete

Edit In Excel

Actions

Less options

SELLER SKU	DESCRIPTION	ITEM CATEGORY	LAZADA NAME	LAZADA SHORT DESCRIPTION	DEF. INVENTORY QTY	SELLING PRICE	SALES PRICE	SAL DAT
(There is nothing to show in this view)								

Working on it...

Downloading Category Attributes...

SELLER SKU	DESCRIPTION	ITEM CATEGORY	LAZADA NAME	LAZADA SHORT DESCRIPTION	DEF. INVENTORY QTY	SELLING PRICE	SALES PRICE	SAL DAT
1000	name	6614	name	Click to edit	15.00	12.00	0.00	1/9
10000	BConnectorTestItem	10001958	BConnectorTestItem	Click to edit	1.00	7.00	0.00	1/4
1001	Touring Bicycle	10000827	Touring Bicycle	Click to edit	2.00	15.00	0.00	1/9
1110	Rim	1989	Rim	Click to edit	1.00	12.00	0.00	1/9
1120	Spokes	1989	Spokes	Click to edit	2.00	10.00	0.00	1/9
1121	Spokes	1989	Spokes	Click to edit	2.00	10.00	0.00	1/9
1150	Front Hub	10001942	Front Hub	Click to edit	1.00	10.00	0.00	1/9
1151	Axle Front Wheel	10001942	Axle Front Wheel	Click to edit	1.00	10.00	0.00	1/9
1896-S	ATHENS Desk	10000549	ATHENS Desk	Click to edit	12.00	2.00	0.00	1/9
70060	Mounting	10002206	Mounting	Click to edit	0.00	100.00	0.00	1/9



←

LAZADA ITEM CARD

+

10000 · BCCConnectorTestItem

New

Actions

Less options

Get Attributes

Create Item

Update Item

Get Lazada Item Profiles

Item No./Seller SKU

10000

Sales End Date

1/6/2019 12:00 AM

Description

BCCConnectorTestItem

Brand

SkyCraft

Lazada Unit of Measure

Package Content

Click to edit

Item Category

10001958

Product Link

https://www.lazada.sg/-i280517011-s4395...

LAZADA Name

BCCConnectorTestItem

QC Status

approved

LAZADA Short Description

Click to edit

Min. of Offline Inventory

0

Def. Inventory Qty

1.00

Shop SKU

280517011\_SGAMZ-439525135

Selling Price

7.00

Item ID

280517011

Sales Price

0.00

SKU ID

439525135

10000 · BCCConnectorTestItem

New

Actions

Less options

Get Attributes

Create Item

Update Item

Get Lazada Item Profiles

Item Attributes

Manage

NAME	ATTRIBUTE VALUE	INPUT TYPE
Package Width (cm)	1	Numeric
Package Weight (kg)	1	Numeric
Package Length (cm)	1	Numeric
Package Height (cm)	1	Numeric
Model	XDF	Text
Color Family	Multicolor,Navy Blue,Neo Bright,Neon,Neutral,Not Sp	Multiple Option
Waterproof		Option
Warranty Type		Option
Warranty Period		Option
Video URL		Text

Your Lazada item's will be download into Dynamics 365 Business Central.

You can create an item, update item from Dynamics 365 Business Central also from action menu.

No.	Column Name	Description	Mandatory
1	Item No./Seller SKU	Dynamics 365 Business Central Item No.	Yes



2	Description	Item description. It will not get updated in Lazada Marketplace	Yes
3	Lazada Unit of Measure	This unit of measures will be used to create a sales order and after inventory is calculated from Base UOM, it will be converted into this UOM and updated into Lazada	Yes
4	Item Category	Lazada Item Category. After choosing lazada item category, Click Action Get Attributes. (by default system will update required attributes in sub page)	Yes
5	Lazada Name	It will be updated in lazada Maximum Length is 250	Yes
6	Lazada Short Description	Short Description User can put HTML Formated text. Or system will automatically format bullet points	Yes
7	Selling Price	This price will be updated in Lazada	Yes
8	Sales Price	If there is any promotional price, you can update.	Optional
9	Sales Start Date	If sales price is defined, Start Date must be specified	Conditional
10	Sales End Date	If sales price is defined, End Date must be specified	Conditional
11	Brand	Choose from list or free entry	Yes
12	Package Content	You can edit package content to be displayed in Lazada	Yes
13	QC Status	Lazada Status can be updated via by clicking Action→ Get QC Status	-NA-
14	Shop SKU Item ID SKU ID	Assigned by Lazada	-NA-
15	Block Item	If item is blocked, inventory will be updated as Zero	Optional

Based on Item Category, system will display Item Attributes. Those highlighted as Red is mandatory

Actions




New

Actions

Less options

 Get Attributes

 Update Item

 Update Inventory/Price

 Create Item

 Get QC Status

 Get Lazada Item Profiles

Create Item - Item will be created in Lazada

### Update Item

Existing Item master will be in Lazada (Note: if you directly made a change on Portal, it may override in portal when you update from Dynamics 365 Business Central)

### Get Attributes

Retrieves Attributes from Lazada for selected item categories.

### Update Inventory/Price

Inventory and Price of this item will be updated in Lazada Portal

### Get QC Status

You can retrieve item status after creating or after item updates.

\*Currently its supports one SKU – one product

\*Image should be uploaded to seller centre directly

Attention: While creating or update items via API, Special characters may update with other/junk values. It must be fixed manually by users.

Do not use "&" symbol in your description. Please use "and".



## 8 Inventory Configuration

Item Inventory can be updated in Lazada marketplace with pre-defined logic provided in App.

### 1. Location Configuration

In a standard Dynamics 365 Business Central, you may have multiple location configured. You can choose which locations need to be considered for Lazada Market place

And enter how many percentages should be considered from total inventory for Lazada marketplace ( $>0 \leq 100\%$ )

If any sales order outstanding quantity should be excluded from inventory or not.

You can enable more than one location as Lazada location, it will be sum up inventory location which are enabled as "Include in Lazada"

LAZADA Inventory Location

Include in LAZADA In... ☒ Remove Open SO Qt... ☒

Include LAZADA Inv ... 50.00

### 2. Item Level configuration

- In addition to existing calculation, if you want to keep some inventory on available quantity calculated from above you can enter in Lazada item profile "Min. of Offline Inventory" (**as per base UOM**).

E.g. Let say Step 1 has calculated inventory of 50 and if you configure min offline inventory as 10. Then it will exclude 10 from 50 and it will publish it as 40

- If user want to update quantity with fixed quantity irrespective of the current inventory, you can update in Def. Inventory Qty (**must be entered as per Lazada UOM**)



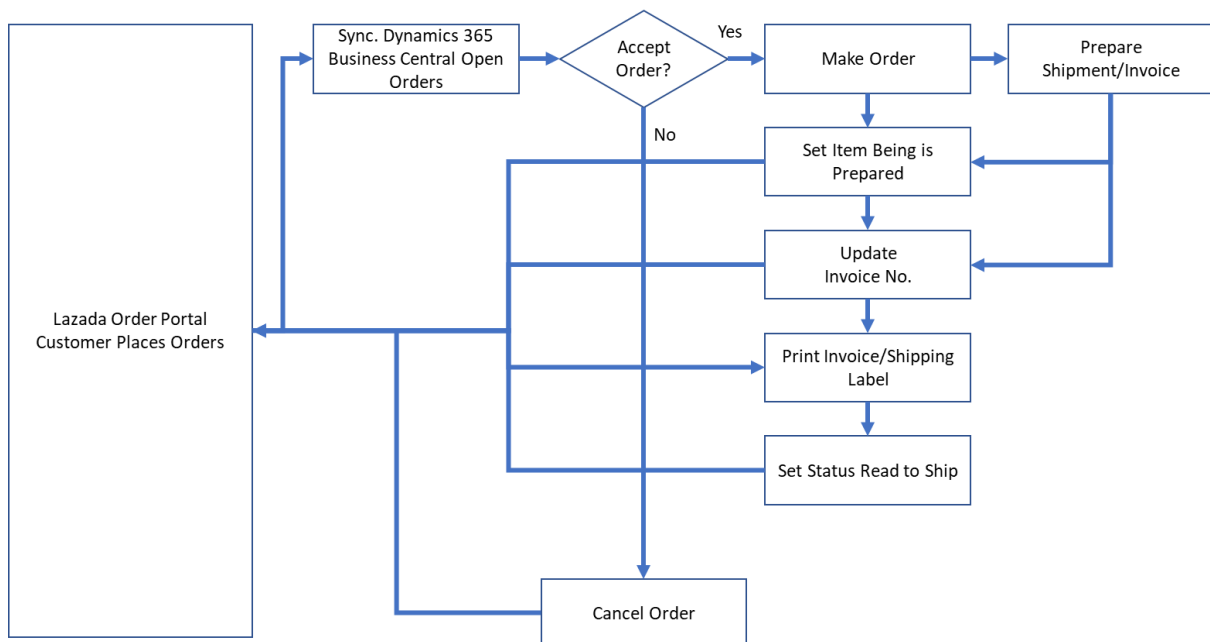


The screenshot shows the 'LAZADA ITEM CARD' for item '10000 · BCCConnectorTestItem'. The interface includes a top navigation bar with 'New', 'Actions', and 'Less options'. Below this are buttons for 'Get Attributes', 'Create Item', 'Update Item', and 'Get Lazada Item Profiles'. The main form contains fields for 'Item No./Seller SKU' (10000), 'Description' (BCCConnectorTestItem), 'Lazada Unit of Measure', 'Item Category' (10001958), 'LAZADA Name' (BCCConnectorTestItem), 'LAZADA Short Description' (Click to edit), 'Def. Inventory Qty' (1.00), 'Sales End Date' (1/6/2019 12:00 AM), 'Brand' (SkyCraft), 'Package Content' (Click to edit), 'Product Link' (https://www.lazada.sg/-i280517011-s4395...), 'QC Status' (approved), 'Min. of Offline Inventory' (0), and 'Shop SKU' (280517011\_SGAMZ-439525135).

## 9 Order Processing

### Order Processing Flow

When Lazada customer places order, it will sync to Dynamics 365 Business Central and user can decide whether to accept to order or not in Dynamics 365 Business Central. If it's not accepted, order must be cancelled by users.



From order processing role enter user can view list of pending orders and ready to shop orders.



On schedule interval, Lazada order will get sync to Dynamics 365 Business Central or user also manually sync orders from Lazada Pending Orders

## Pending Lazada Order

ORDER DATE TIME	ORDER ID	ORDER NUMBER	INTERNAL ORDER/IN... NO.	CUSTOMER FIRST NAME	CUSTOMER LAST NAME	ITEM STATUSES
2/5/2019 9:38 AM	8815231135932	8815231135932		S****r		pending
2/5/2019 9:34 AM	8814448035932	8814448035932		S****r		pending

You can open any existing order to view details and create orders

8815231135932

[New](#) | [Actions](#) | [Less options](#)

[Update Order](#) [Update Invoice](#) [Set Item Being Packed](#) [Get Shipping Label](#) [Get Carrier Manifest](#)  
[Make Order](#) [Set Status to Cancel](#) [Set Item Ready To Ship](#) [Get Invoice](#)

### General

Order ID ..... 8815231135932

Order Number ..... 8815231135932

Internal Order/Invoice No. ....

Name ..... S\*\*\*\*r

E-Mail .....

Item Statues ..... pending

Total Order Amount ..... 16.00

Payment Method ..... COD

Promised Shipping Times .....

Delivery Information .....

Remarks .....

Gift Option ..... ☐

Gift Message .....

Order Date Time ..... 2/5/2019 9:38 AM

Order Updated Date Time ..... 2019-02-05 09:39:02 +0800

Address Updated At .....

From Action menu, user can Make standard Dynamics 365 Business Central sales orders/invoices. Or user can set status to cancel and select the reason for Cancellation (you can do it in line level or order level)



New

Actions

Less options



Update Order



Set Status to Cancel



Get Shipping Label



Make Order



Set Item Being Packed



Get Invoice



Update Invoice



Set Item Ready To Ship



Get Carrier Manifest

### Make Order

If item is purchased more than one quantity, Lazada sends each quantity as one line. Here you must group by item or create same as Lazada Orders.

If user click make order from list page, this option page will not be show. It will automatically create orders.

User can manually select existing sales order no. if Lazada order is created by user manually.

EDIT - CREATE ORDER

Order Creation Type ..... New

Sales Order No. ....

Group By Item ..... ☒

Order Location Code ..... MAIN

OK Cancel

New Sales Order/Invoice will be created.

User can process their Dynamics 365 Business Central sales order as per their ERP process.

### Update Invoice

Invoice no. will be updated in Lazada Portal. In Lazada E-Commerce setup option available to update sales order as invoice no. otherwise user need to update invoice in order and process it.

There few other options to Set Status to Being Packed and Set Item Ready to Ship. (this functionality is subject to availability of Lazada API)

### From Open Orders List Page



Arshu Consultancy Pte. Ltd.

Since browser does not support to download both invoice and shipping together, but system can email both documents to email id configured in Lazada E-Commerce setup.

All Orders: <span>All</span> <span>Search</span> <span>New</span> <span>Edit In Excel</span> <span>Actions</span> <span>Navigate</span> <span>Less options</span>						
<input type="checkbox"/>	ORDER DATE TIME	ORDER ID	ORDER NUMBER	INTERNAL ORDER/IN... NO.		CUSTOMER L
<input type="checkbox"/>	1/29/2019 3:15 PM	8815935820703	8815935820703	S-ORD1010	<input checked="" type="checkbox"/> Get Orders <input type="checkbox"/> Get Invoice & Shipping <input type="checkbox"/> Print Lazada Invoices <input type="checkbox"/> Print Shipping Label	
<input type="checkbox"/>	1/28/2019 9:34 PM	8809148787903	8809148787903	S-ORD1010		



☒ Email

☐ Download

OK

Cancel



## 10 Pay-out Status

User can get pay-out statement and transaction details information within Dynamics 365 Business Central.

Navigate to Lazada → Payout Status page


From Action → Click on Get Statement

User can enter created after date to get latest statements

### EDIT - DATE FILTER

---

Created After .....



Lazada changes different type of Fees, you can configure GL Account for each payment type.

If you want fee to be skipped from creating cash receipt journal, Tick skip in Payment Journal.

Navigate Fee G/L Mapping

fee GL mapp

Go to Pages and Tasks

Show all (30)

> Fee G/L Mapping

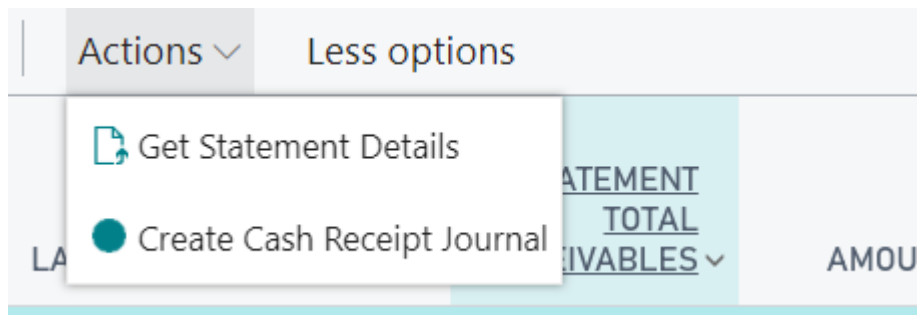
Administration

FEE NAME		G/L ACCOUNT	SKIP IN PAYMENT JOURNAL
ADJUSTMENTS OTHERS	:		<input type="checkbox"/>
ITEM PRICE CREDIT			<input type="checkbox"/>
PAYMENT FEE			<input type="checkbox"/>
PROMOTIONAL CHARGES VOUCHERS			<input type="checkbox"/>
REVERSAL ITEM PRICE			<input type="checkbox"/>
SHIPPING FEE (CHARGED BY LAZADA)			<input type="checkbox"/>
			<input type="checkbox"/>



Arshu Consultancy Pte. Ltd.

Select any one of the statement lines and click create cash receipt journal. System will create journal entry. Navigate to Cash receipt journal and post the transaction.





Arshu Consultancy Pte. Ltd.

## 11 Subscription

Please write an email to [Sales@navisionapps.com](mailto:Sales@navisionapps.com) for trail license key or Purchase License Key.

For support, please contact [support\\_sg@navisionapps.com](mailto:support_sg@navisionapps.com)