



WEB NINJA support

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How Do I Setup My Shipping Methods?

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There are a host of ways to setup your shipping with your Web Ninja integration.

Let's firstly look at the basic configuration:

Configuring the domestic & international shipping methods

1. Login to the admin area
2. Select **Configuration > Store**
3. On the **Store Configuration** page, select the **Shipping Methods** tab
4. Here you have the ability to turn on and configure domestic and international shipping for your store.

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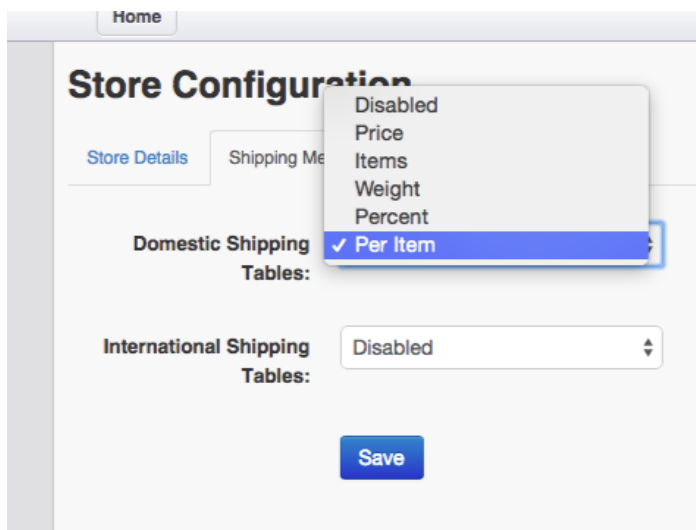
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The available shipping methods are:

Disabled - Shipping is not activated for this shipping option

Price - based on the total cart amount. You can set breakpoints for different totals in the cart.

Items - based on the total number of products in the cart. You can set breakpoints for different totals in the cart.

Weight - based on combined weight of products (all products must have a weight associated for this to work)

Percent - based on a percentage of the dollar total of the cart

Per Item - Every item in the cart is giving a dollar value ie \$1.00 x number of items in the cart.

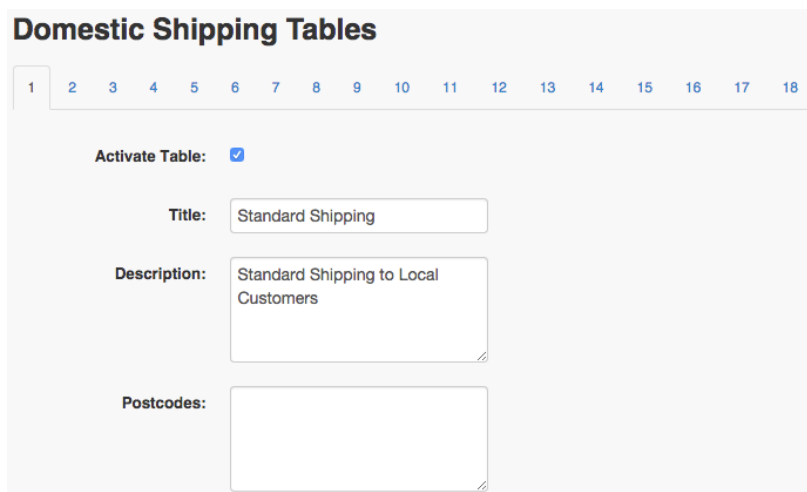
5. Once you've selected your setup for the domestic and international tables, click **Save**

How do I setup my shipping tables?

Now that you've selected the way you'd like to calculate your shipping, let's take a look at how we configure these.

1. Login to the admin area
2. Select **Configuration > Domestic Shipping Tables** from the left menu

As you can see you can turn on up to 18 shipping tables for your store. This enables you to have multiple options for the different locations you are shipping to. All the options have the same settings in the top area of this page. Let's run through them:



Domestic Shipping Tables

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

Activate Table:

Title:

Description:

Postcodes:

3. Select the **Activate Table** tickbox to turn the table on for the Webstore. If you wish to hide the table, ensure this is unticked.

4. Give your shipping option a **Title** for your customers (this displays on the site)

5. Give your shipping a **Description** so your customer can understand what this shipping method means. If you have free shipping above a certain amount, here is a good spot to advertise that fact ie 'Free shipping for orders over \$100'

6. If you would like to restrict this form to certain **Postcodes** enter comma separated individual postcodes or a range ie 4218,4220-4230,4500-4600,4901 etc

Once you've setup the top half of the table, you must setup the breaks for working out the shipping cost.

Price

1. If you would like to setup a base rate/handling fee only, you can set this here. Enter your dollar amount. If you don't want to charge anything more, ensure the

first Break is setup as below:

About Us	Rate:	\$ 10
Up to:	\$ 9999999999	\$ 0
Up to:	\$	\$
Up to:	\$	\$

If you would like to setup breaks, set them up allowing a line for each breakpoint you'd like to charge at. The left column shows the cart total, the right hand column represents the shipping charge:

Base Rate:	\$ 0	
Up to:	\$ 20	\$ 10
Up to:	\$ 50	\$ 5
Up to:	\$ 99	\$ 2
Up to:	\$ 999999999999	\$ 0

Click **Save** when finished.

TIP: Remember, you can have more than one table setup!

Items

Up to:	25	items	\$ 8.50
Up to:	50	items	\$ 5.50
Up to:	10000	items	\$ 2.00
Up to:	999999999999	items	\$ 0

This works the same way as the price configuration, but in this case the left hand column represents how many items in the cart.

Click **Save** when finished.

Weight

Up to:	25	weight	\$ 8.50
Up to:	50	weight	\$ 5.50
Up to:	10000	weight	\$ 2.00
Up to:	999999999999	weight	\$ 0
Up to:		weight	\$

This works the same as the price configuration, but in this case the left hand

column represents the combined weight of the cart. Note: All products must have weights saved to use this configuration)

Click **Save** when finished.

Percentage

Base Rate:

Percent: %

Save

Enter the percentage of the cart total you would like to charge for shipping

Click **Save** when finished.

Per Item

Base Rate:

Per Item:

Save

Enter the cost per item you would like to charge for shipping

Click **Save** when finished.

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