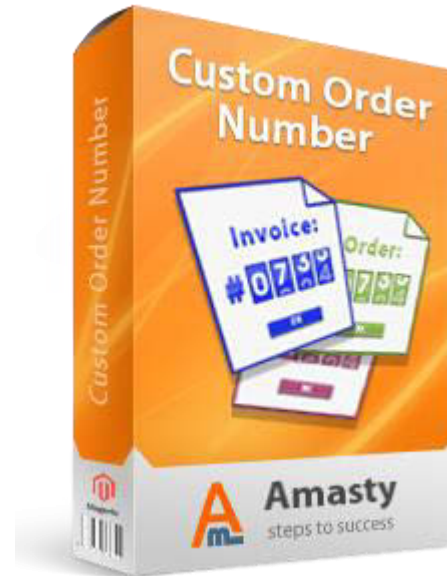


Custom Order Number



Magento Extension User Guide

Official extension page: [Custom Order Number](#)



User Guide: [Custom Order Number](#)

Support: <http://amasty.com/contacts/>

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1. Custom Order Number. General and Order Settings.

To configure the extension, please go to: System -> Configuration -> Order Number

Here you can enable or disable the extension.

Order Number Save Config

General

Enabled	Yes	[STORE VIEW]
Timezone offset	0 hours	[STORE VIEW]

▲ Please use only if the system fails to determine current timezone automatically.

Order

Number Format	ORD-{yy}-{mm}-{dd}-{rand}-{counter}	[STORE VIEW]
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▲ You can use variables {counter}, {store_id}, {yyyy}, {yy}, {m}, {mm}, {d}, {dd}, {rand}. If you type ORD-{yy}-{mm}-{dd}-{counter} in the field, you will have order numbers of the kind: ORD-13-08-15-000077

Start Counter From	2250	[STORE VIEW]
Counter Increment Step	5	[STORE VIEW]

▲ E.g. the last number is 00015. If increment step is 4, the next number will be 00019

Counter Padding	7	[STORE VIEW]
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▲ Total number of digits in the order number. If the order id is 24 and padding is 6, the result will be 000024. Set to 0 (zero) not to add leading zeros.

Reset Counter on Date Change	Never	[STORE VIEW]
Reset Counter	<input type="checkbox"/>	[STORE VIEW]

▲ If you really need to reset current counter value to the starting number, tick the checkbox and click 'Save'

Invoice [v]
Shipping [v]
Credit Memo [v]

Specify order's number format. This order number will replace the numbers generated by Magento functionality.

Set the starting numbers for your orders. Let's say you have 2652 orders in your store and open a new Magento store. In this case, you can start counter from 2653.



1. Custom Order Number. General and Order Settings.

Order Number

[Save Config](#)

General	
Enabled	Yes [STORE VIEW]
Timezone offset	0 hours [STORE VIEW] <small>▲ Please use only if the system fails to determine current timezone automatically.</small>
Order	
Number Format	ORD-{yy}-{mm}-{dd}-{rand}-{counter} [STORE VIEW] <small>▲ You can use variables {counter}, {store_id}, {yyyy}, {yy}, {m}, {mm}, {d}, {dd}, {rand}. If you type ORD-{yy}-{mm}-{dd}-{counter} in the field, you will have order numbers of the kind: ORD-13-08-15-000077</small>
Start Counter From	2250 [STORE VIEW]
Counter Increment Step	5 [STORE VIEW] <small>▲ E.g. the last number is 00015. If increment step is 4, the next number will be 00019</small>
Counter Padding	7 [STORE VIEW] <small>▲ Total number of digits in the order number. If the order id is 24 and padding is 6, the result will be 000024. Set to 0 (zero) not to add leading zeros.</small>
Reset Counter on Date Change	Never [STORE VIEW]
Reset Counter	<input type="checkbox"/> [STORE VIEW] <small>▲ If you really need to reset current counter value to the starting number, tick the checkbox and click 'Save'</small>
Invoice	
Shipping	
Credit Memo	

Counter Step option regulates number intervals between consecutive orders. For example, in our user guide, we set Start Counter From 2653 and Counter Step is 3, it means, that the next order will have the number – 2656.

Counter Padding sets the amount of digits in order numbers. In case you need all order numbers to have 8 symbols, set padding equal to 8. Now your order number will have the following view – 00002657.



1. Custom Order Number. General and Order Settings.

Order Number Save Config

General

Enabled	<input type="text" value="Yes"/>	[STORE VIEW]
Timezone offset	<input type="text" value="0 hours"/> <small>▲ Please use only if the system fails to determine current timezone automatically.</small>	[STORE VIEW]

Order

Number Format	<input type="text" value="ORD-{yy}-{mm}-{dd}-{rand}-{counter}"/> <small>▲ You can use variables {counter}, {store_id}, {yyyy}, {yy}, {m}, {mm}, {d}, {dd}, {rand}. If you type ORD-{yy}-{mm}-{dd}-{counter} in the field, you will have order numbers of the kind: ORD-13-08-15-000077</small>	[STORE VIEW]
Start Counter From	<input type="text" value="2250"/>	[STORE VIEW]
Counter Increment Step	<input type="text" value="5"/> <small>▲ E.g. the last number is 00015. If increment step is 4, the next number will be 00019</small>	[STORE VIEW]
Counter Padding	<input type="text" value="7"/> <small>▲ Total number of digits in the order number. If the order id is 24 and padding is 6, the result will be 000024. Set to 0 (zero) not to add leading zeros.</small>	[STORE VIEW]
Reset Counter on Date Change	<input type="text" value="Never"/>	[STORE VIEW]
Reset Counter	<input type="checkbox"/> <small>▲ If you really need to reset current counter value to the starting number, tick the checkbox and click 'Save'</small>	

Invoice

Shipping

Credit Memo

The extension lets you reset order numbers automatically with the following intervals:

1. Never
2. Each day
3. Each Month
4. Each Year

If you want to reset Counter right now, tick Reset Counter and click the 'Save Config' button. In this case, order counter will be reset right at the moment you click the button.



2. Invoice Numbers Settings

You can set the same numbers for invoices and orders to meet your local record keeping standards.

Specify letter prefixes according to the type of document for which you modify the numbering model.

NOTE: Invoice Prefix will be added before the order number.

Order Number

Save Config

General		[STORE VIEW]
Order		[STORE VIEW]
Invoice		[STORE VIEW]
Same as Order Number	Yes	[STORE VIEW]
Prefix	INV	[STORE VIEW]
▲ Will be added before the order number		
Shipping		[STORE VIEW]
Credit Memo		[STORE VIEW]



2. Invoice Numbers Settings

Alternatively you can use different numbers for invoices (the additional fields will be displayed, if you choose “No” option in the Same as Order Number dropdown).

Order Number

Save Config

General		
Order		
Invoice		
Same as Order Number	<input type="text" value="No"/>	[STORE VIEW]
Number Format	<input type="text" value="INV-{yy}-{mm}-{dd}-{counter}"/> <small>▲ You can use variables {counter}, {store_id}, {yyyy}, {yy}, {m}, {mm}, {d}, {dd}. If you type INV-{yy}-{mm}-{dd}-{counter} in the field, you will have invoice numbers of the kind: INV-13-08-15-000077</small>	[STORE VIEW]
Start Counter From	<input type="text" value="1000"/>	[STORE VIEW]
Counter Increment Step	<input type="text" value="5"/> <small>▲ E.g. the last number is 00015. If increment step is 4, the next number will be 00019</small>	[STORE VIEW]
Counter Padding	<input type="text" value="5"/> <small>▲ Total number of digits in the order number. If the order id is 24 and padding is 6, the result will be 000024. Set to 0 (zero) not to add leading zeros.</small>	[STORE VIEW]
Reset Counter on Date Change	<input type="text" value="Never"/>	[STORE VIEW]
Reset Counter	<input type="checkbox"/> <small>▲ If you really need to reset current counter value to the starting number, tick the checkbox and click 'Save'</small>	
Shipping		
Credit Memo		

As you can see, the Invoice extended menu has the same features as the Order menu (see the description at previous slides). All the features work the same way as for order numbers.



3. Shipment and Memo Numbers Settings

Shipping and Credit Memo features work the same way and have the same options as well.

Order Number Save Config

General		
Order		
Invoice		
Shipping		

Same as Order Number	Yes	[STORE VIEW]
Prefix	SHI-	[STORE VIEW]
	<small>▲ Will be added before the order number</small>	

Credit Memo		
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Same as Order Number	Yes	[STORE VIEW]
Prefix	MEMO-	[STORE VIEW]
	<small>▲ Will be added before the order number</small>	



3. Shipment and Memo Numbers Settings

Shipping and Credit Memo features work the same way and have the same options.

Order Number Save Config

General

Order

Invoice

Shipping

Same as Order Number: No

Number Format: SH#-{yy}-{mm}-{dd}-{counter}

Start Counter From: 1

Counter Increment Step: 1

Counter Padding: 8

Reset Counter on Date Change: Never

Reset Counter:

Credit Memo

Same as Order Number: No

Number Format: MEMO-{order_id}

Start Counter From: 1

Counter Increment Step: 5

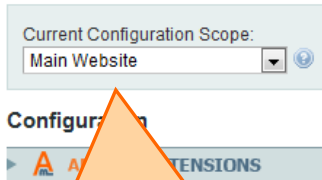
Counter Padding: 8

Reset Counter on Date Change: Never [STORE VIEW]

Reset Counter:



4. Separate Counter per Website



You can set separate counter per website. In Configuration menu switch between sites you need and set the right counter for each site.

Order Number Save Config

General

Enabled	Yes	<input checked="" type="checkbox"/>	[STORE VIEW] Use Default
Timezone offset	0 hours <small>▲ Please use only if the system fails to determine current timezone automatically.</small>	<input checked="" type="checkbox"/>	[STORE VIEW] Use Default

Order

Number Format	ORD-{yy}-{mm}-{dd}-{rand}-{counter} <small>▲ You can use variables {counter}, {store_id}, {yyyy}, {yy}, {m}, {mm}, {d}, {dd}, {rand}. If you type ORD-{yy}-{mm}-{dd}-{counter} in the field, you will have order numbers of the kind: ORD-13-08-15-000077</small>	<input checked="" type="checkbox"/>	[STORE VIEW] Use Default
Start Counter From	10	<input type="checkbox"/>	[STORE VIEW] Use Default
Counter Increment Step	5 <small>▲ E.g. the last number is 00015. If increment step is 4, the next number will be 00019</small>	<input checked="" type="checkbox"/>	[STORE VIEW] Use Default
Counter Padding	7 <small>▲ Total number of digits in the order number. If the order id is 24 and padding is 6, the result will be 000024. Set to 0 (zero) not to add leading zeros.</small>	<input checked="" type="checkbox"/>	[STORE VIEW] Use Default
Reset Counter on Date Change	Never	<input checked="" type="checkbox"/>	[STORE VIEW] Use Default
Separate Counter per Website	No		[WEBSITE]
Reset Counter	<input type="checkbox"/> <small>▲ If you really need to reset current counter value to the starting number, tick the checkbox and click 'Save'</small>		



Thank you!

Should you have any questions or feature suggestions, please contact us at:

<http://amasty.com/contacts/>

Your feedback is absolutely welcome!

