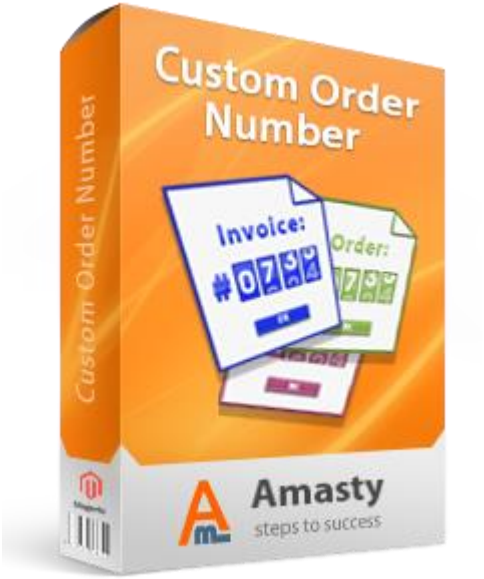
Custom Order Number



Magento Extension
User Guide

Official extension page: Custom Order Number

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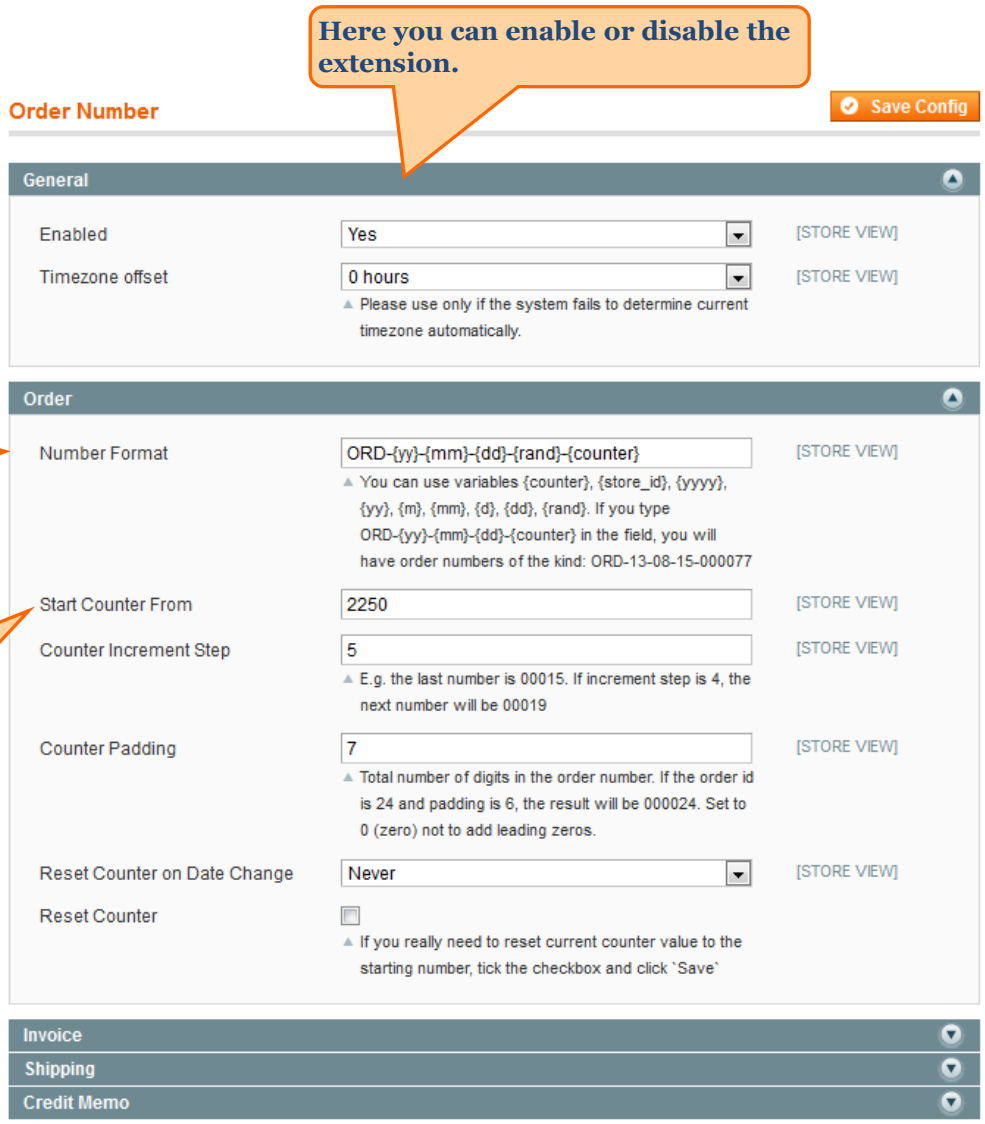
1. Custom Order Number. General and Order Settings.

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



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.

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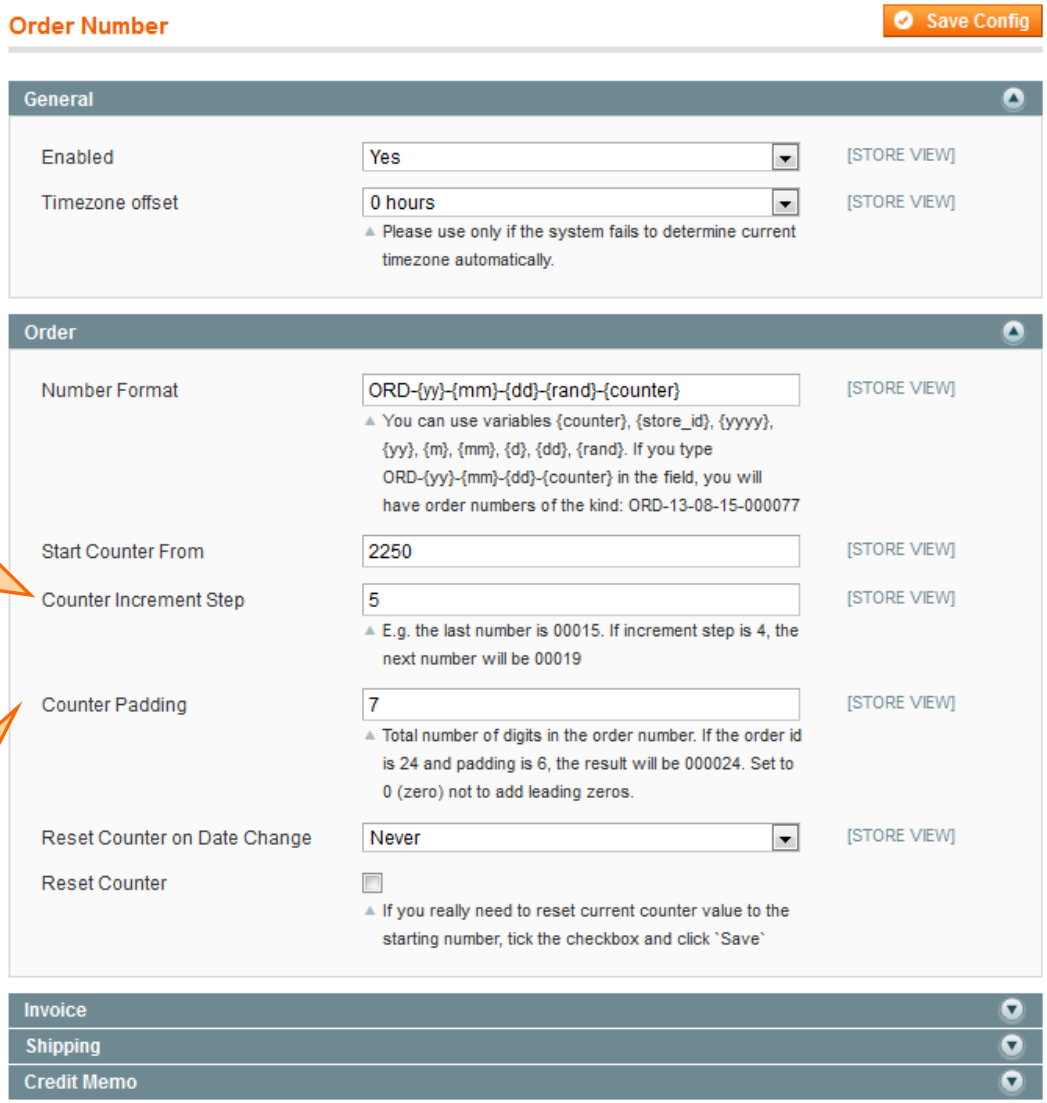
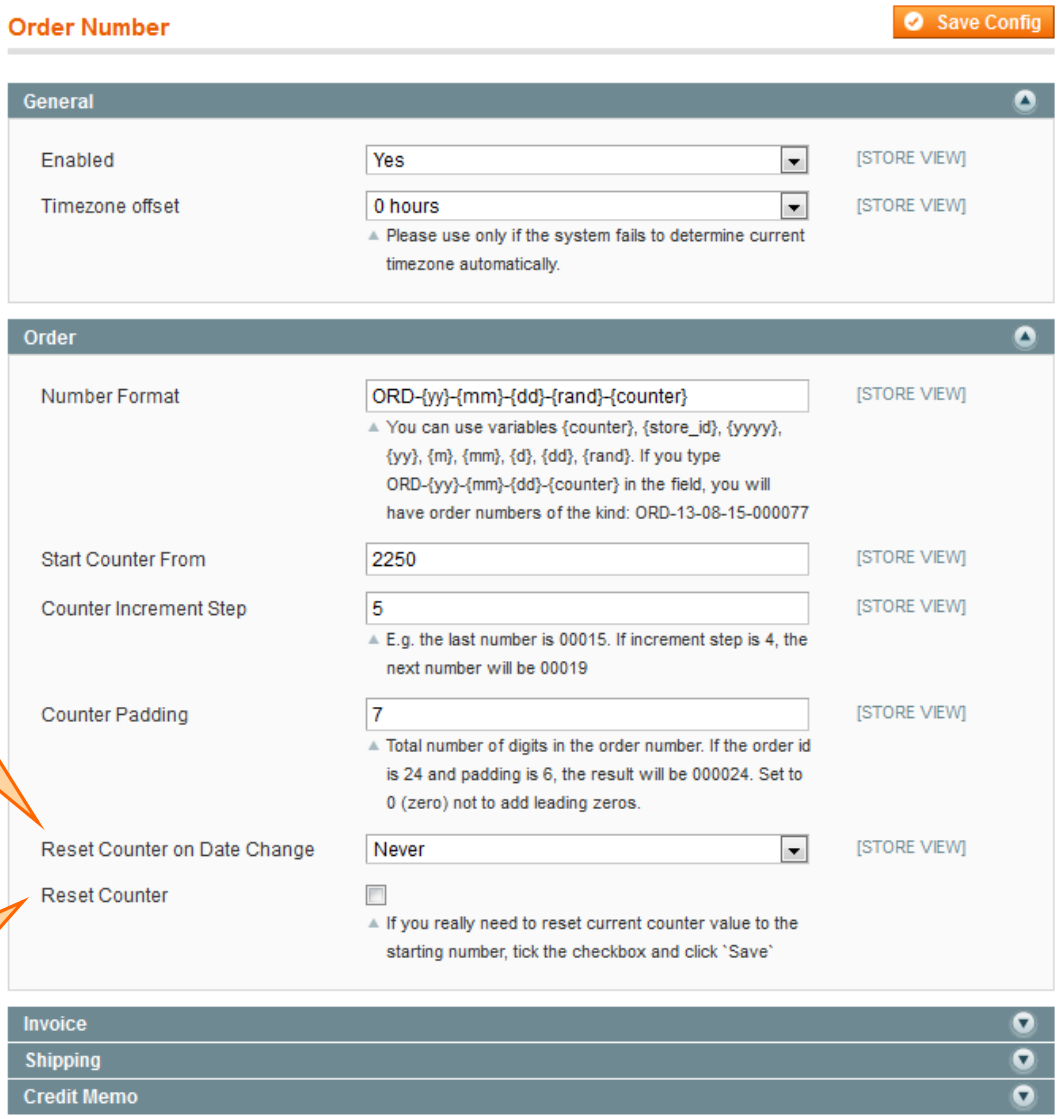
1. Custom Order Number. General and Order Settings.



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.



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

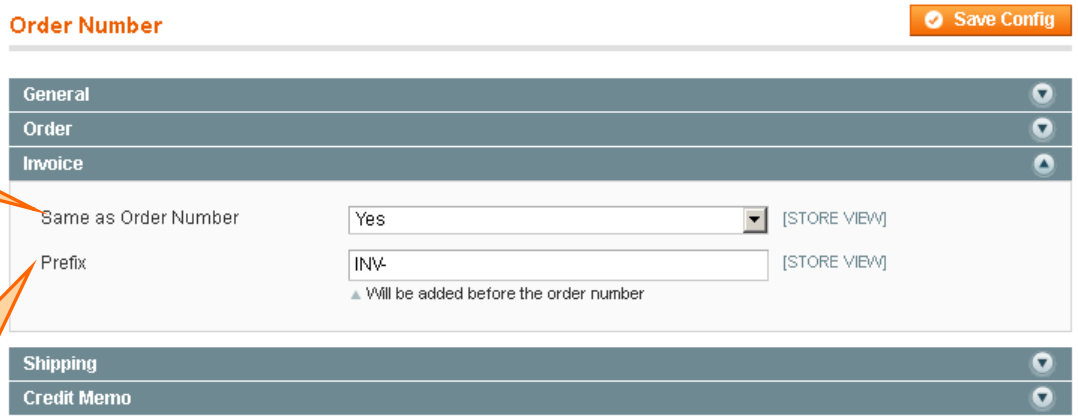
1. **Never**
2. **Each day**
3. **Each Month**
4. **Each Year**

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.

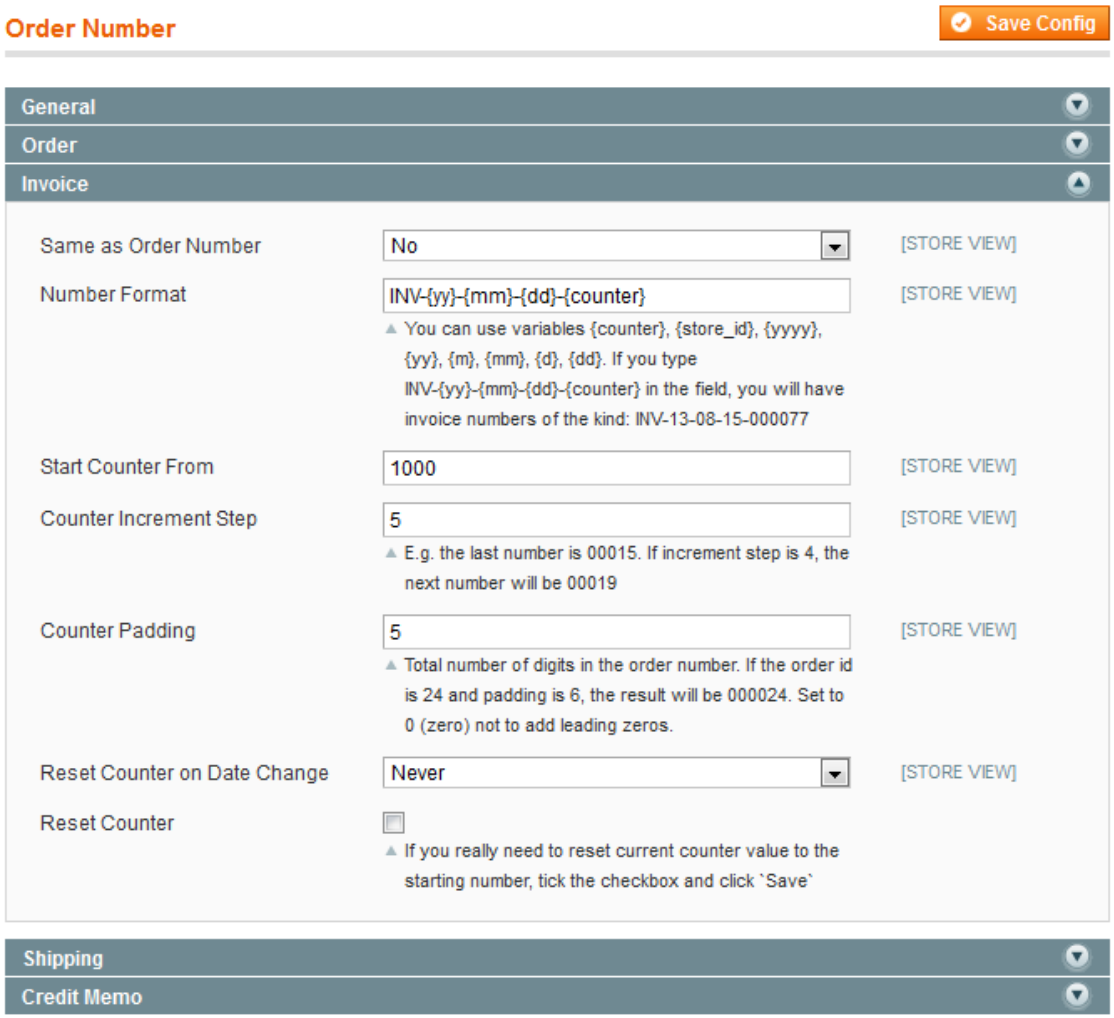
You can set the same numbers for invoices and orders to meet your local record keeping standards.

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.



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).



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.

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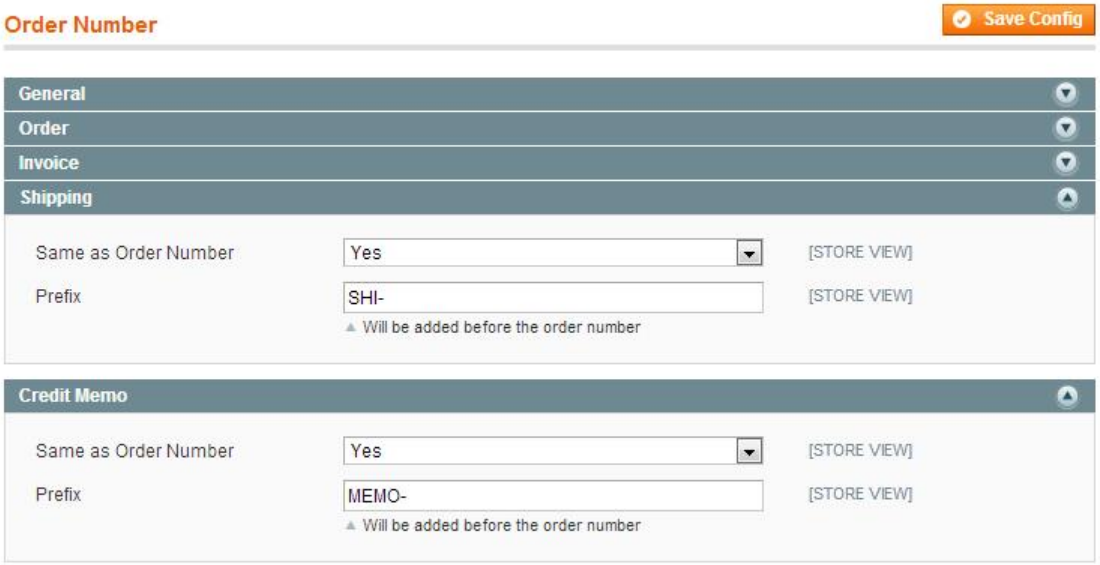
3. Shipment and Memo Numbers Settings

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



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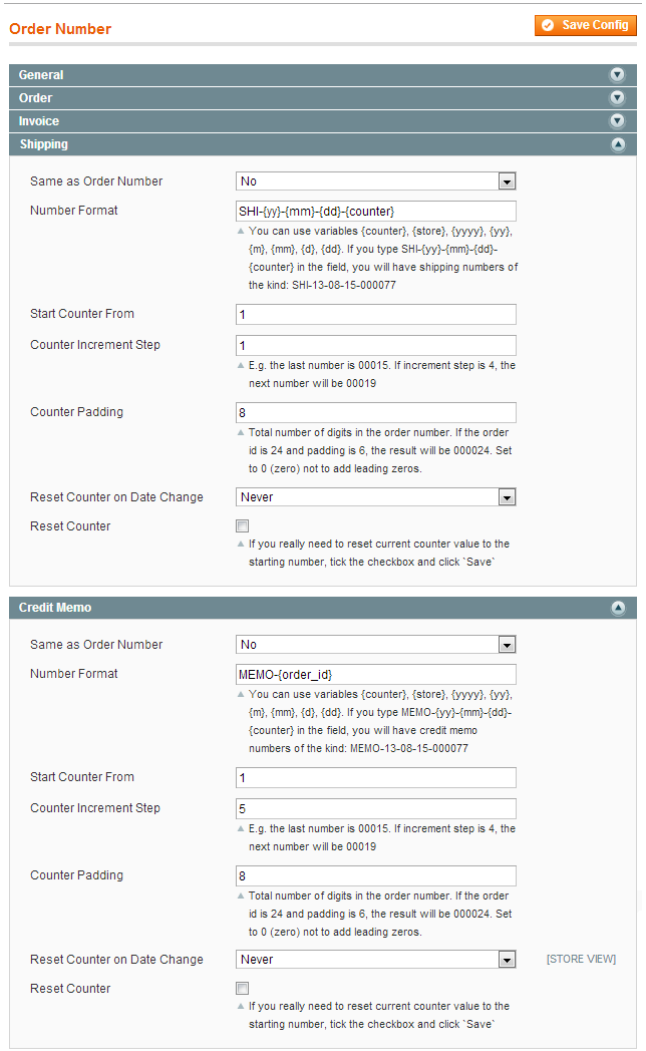
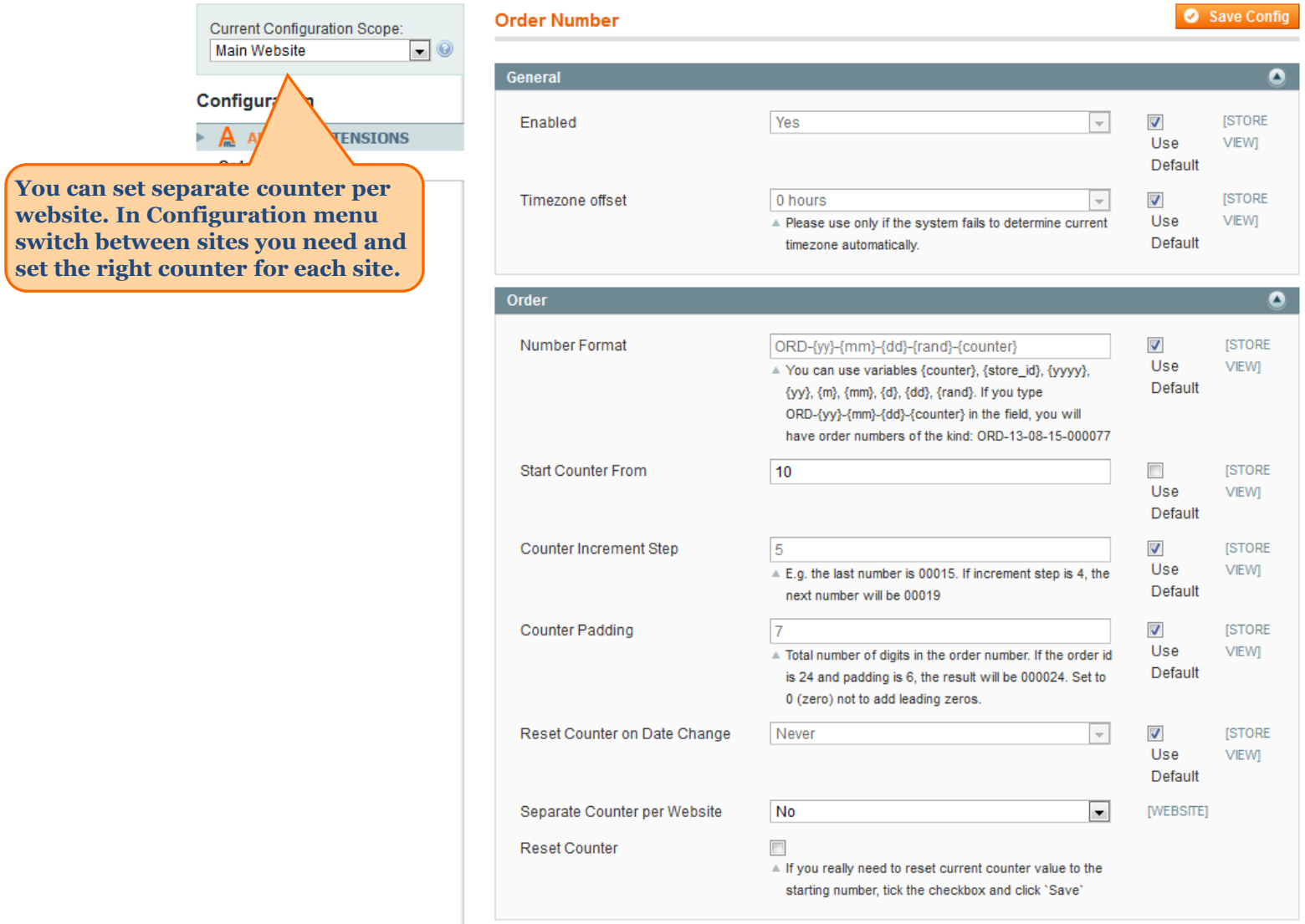


4. Separate Counter per Website



Thank you!

Should you have any questions or feature suggestions, please contact us at:
http://amasty.com/contacts/

Your feedback is absolutely welcome!