

Magento 2 Module: Order Export and Import

1. Installation:

Never do anything directly on a live store. First setup and test on a development domain (i.e. "dev.url.com").

Make sure that you [set](#) your Magento application to the developer [mode](#).

1.a) Disable Magento Cache Temporarily:

To avoid any possible issues with the installation, we recommend to disable Magento Cache before starting the installation. After installing, you can enable the Cache again. [This article](#) describes how to enable or disable Magento 2 Cache types.

1.b) Upload Source Code of Order Export/Import Module:

Using your favorite [FTP client](#) application, you can upload all files and folders of Order Import/Export extension to the **root folder** of your Magento installation.

1.c) Enable Order Export/Import Extension:

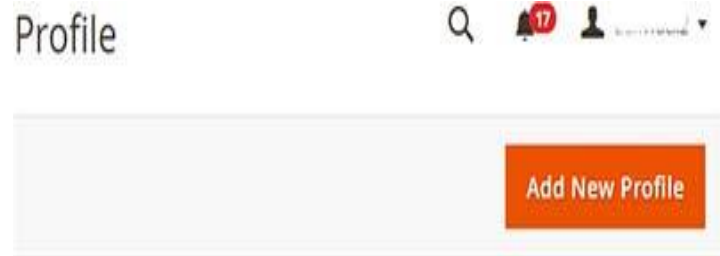
At first, enable Acx_OrdersExportImport module. For more information, our blog "[How to Enable/Disable Magento 2 Modules](#)" describes procedure of enabling a Magento 2 module.

2. Configuration:

After installing successfully, you can view the Order Export/Import menu on System menu in Backend Admin. And then, you need to configure few settings to execute the Export and Import operations.

2.a) Profiles for Export:

You need to create a Profile to export orders/invoices from Magento 2 instance. To set a new Profile for Export, you need to open **System** (at left menu bar in backend) -> **Profiles For Export** (Under Order Export/Import) page and click on **"Add New Profile"** button.

A screenshot of the 'New Profile' form in the Magento 2 backend. The page has a light grey header with the title 'New Profile' on the left, a search icon, a notification bell with '17', and a user profile icon labeled 'admin'. Below the header is a white area with a 'Back' button and a 'Save Profile' button. The main form area contains a 'Profile Title' field with a red asterisk, followed by several expandable sections: 'Data Format', 'File Information', 'Automatic export settings', 'Order Entities', and 'Order Fields'. Each section has a downward arrow icon on the right side.

You can set different configures for exporting in each profile.

2.a.i) Profile Title: Give a name to new Profile.

2.a.ii) Data Format: Settings for exported file format either XML or CSV file.

2.a.ii) File Information: Settings for storing the exported file either on Local server, or FTP.

New Profile ← Back Save Profile

File Information ⌵

Type ▼

File Prefix
Order export date and time will be added to this file name to avoid file overwriting.

Path *
Absolute path or Relative to Magento install root, ex. pub/export.

Automatic export settings ⌵

Order Entities ⌵

in/orderexportimport/profile/new/key/4557895f6e10fac6ba058d669b9b9da3841563df95f4ac7a1256744386622b24/# ⌵

If you select 'Email' type you will show that input form. It mail the exported file in listed mail.

ACK REWARD POINTS

SALES

RMA SYSTEM

PRODUCTS

CUSTOMERS

MARKETING

CONTENT

INSTAGRAM

REPORTS

New Profile

← Back Save Profile

File Information ✎

Type

File Prefix

Order export date and time will be added to this file name to avoid file overwriting.

Send To

Email Sender

Email Template

If you will select FTP you have to provide path name with FTP details

Type

File Prefix

Order export date and time will be added to this file name to avoid file overwriting.

Path

FTP Host[:Port] *


Username *

Password *

Passive Mode * No

Automatic export settings

2.a.iii) Automatic export settings: You can set export type either it is exported by manual or cron job automatically.

Automatic export settings / 

Export order

2.a.iv) Order fields: This include all Order entity. You have also select according to your requirement like select tracking number only for exporting tracking number.

New Profile

← Back

Save Profile

Order Entities



Select All/Unselect All

- Orders**
- Order Items
 - Order Addresses
 - Order Payments
 - Order Payment Transactions
 - Order Status History

- Invoices**
- Invoices
 - Invoice Comments
 - Invoice Items

- Credit Memos**
- Credit Memos

Select All/Unselect All

- Fields**
- entity_id
 - state
 - status
 - coupon_code
 - protect_code
 - shipping_description
 - is_virtual
 - store_id
 - customer_id
 - base_discount_amount
 - base_discount_canceled
 - base_discount_invoiced
 - base_discount_refunded
 - base_grand_total

2.b) Export Order:

After creating a successful profile, you can export all order in order grid table or go to **System** (at left menu bar in backend) -> **Export Order** (Under Order Export/Import). From order list panel export your order by selecting your desired profile.

The screenshot displays the 'Orders' management interface. At the top right, there is a search icon, a notification bell with '2' alerts, and a user profile for 'admin'. Below this, there are two orange buttons: 'Export All Orders' and 'Create New Order'. A dropdown menu is open under 'Export All Orders', showing 'Manual Export' and 'Export All Orders'. Below the buttons is a search bar with the placeholder 'Search by keyword' and a magnifying glass icon. To the right of the search bar are 'Filters', 'Default View', 'Columns', and 'Export' options. Below the search bar, it says 'Actions' and '101 records found'. On the right side, there is a pagination control showing '20 per page' and '1 of 6' records. The main part of the interface is a table with the following columns: ID, Purchase Point, Purchase Date, Bill-to Name, Ship-to Name, Grand Total (Base), Grand Total (Purchased), Status, Action, and Signifyd Guarantee Decision. The table contains three rows of order data.

ID	Purchase Point	Purchase Date	Bill-to Name	Ship-to Name	Grand Total (Base)	Grand Total (Purchased)	Status	Action	Signifyd Guarantee Decision
00000003	Main Website Main Website Store Default Store View	Dec 29, 2017 5:54:26 PM	Md Mamun	Md Mamun	\$23.00	\$23.00	Pending	View	
00000002	Main Website Main Website Store Default Store View	Dec 29, 2017 5:41:50 PM	Veronica Costello	Veronica Costello	\$39.64	\$39.64	Closed	View	
00000001	Main Website Main Website Store	Dec 29, 2017 5:41:49 PM	Veronica Costello	Veronica Costello	\$36.39	\$36.39	Processing	View	

2.c) Exported File

Go to Exported Files From System>Exported Files

History

Search  2  admin

Search by keyword

Filters  Default View  Columns

Actions 11 records found

20 per page 1 of 1

<input type="checkbox"/>	ID	Profile Name	Filename	by Cron	Exported At	Status	Action
<input type="checkbox"/>	27	Manual Exoport	new_120171231071952.csv	No	Dec 31, 2017 1:19:52 PM	Complete	Select
<input type="checkbox"/>	28	Manual Exoport	new_120180101084723.csv	No	Jan 1, 2018 2:47:23 PM	Complete	Select
<input type="checkbox"/>	29	Manual Exoport	new_120180101101703.csv	No	Jan 1, 2018 4:17:03 PM	Complete	Select
<input type="checkbox"/>	30	Manual Exoport	new_120180101102520.csv	No	Jan 1, 2018 4:25:20 PM	Complete	Select
<input type="checkbox"/>	31	Manual Exoport	new_120180101102738.csv	No	Jan 1, 2018 4:27:38 PM	Complete	Select
<input type="checkbox"/>	33	Manual Exoport	new_120180101103337.csv	No	Jan 1, 2018 4:33:37 PM	Complete	Select
<input type="checkbox"/>	34	Manual Exoport	new_120180101105952.csv	No	Jan 1, 2018 4:59:52 PM	Complete	Select
<input type="checkbox"/>	35	Manual Exoport	new_120180101110641.csv	No	Jan 1, 2018 5:06:41 PM	Complete	Select
<input type="checkbox"/>	36	Manual Exoport	new_120180101110832.csv	No	Jan 1, 2018 5:08:32 PM	Complete	Select
<input type="checkbox"/>	37	Manual Exoport	new_120180102054733.csv	No	Jan 2, 2018 11:47:33 AM	Complete	Select

2.d) Import Order:

Next Go to System **"System->Acx Import Order"** from Admin Panel. You can configure Import order.

Import file

← Back

Check Data

Try to import orders to corresponding store views Yes

If there's no corresponding storeview the order would be imported into storeview defined by 'Store Views' setting

Store Views * Default Store View ▾

Create customers based on Billing/Shipping Address * Yes

Import Behavior * Append Complex Data ▾

Upload a File * Upload

Date Format



Thank You

Thank you for reading this user manual! We'd be glad to help you if you have any question relating to this extension.