



COURIERS PLEASE
SETUP GUIDE FOR

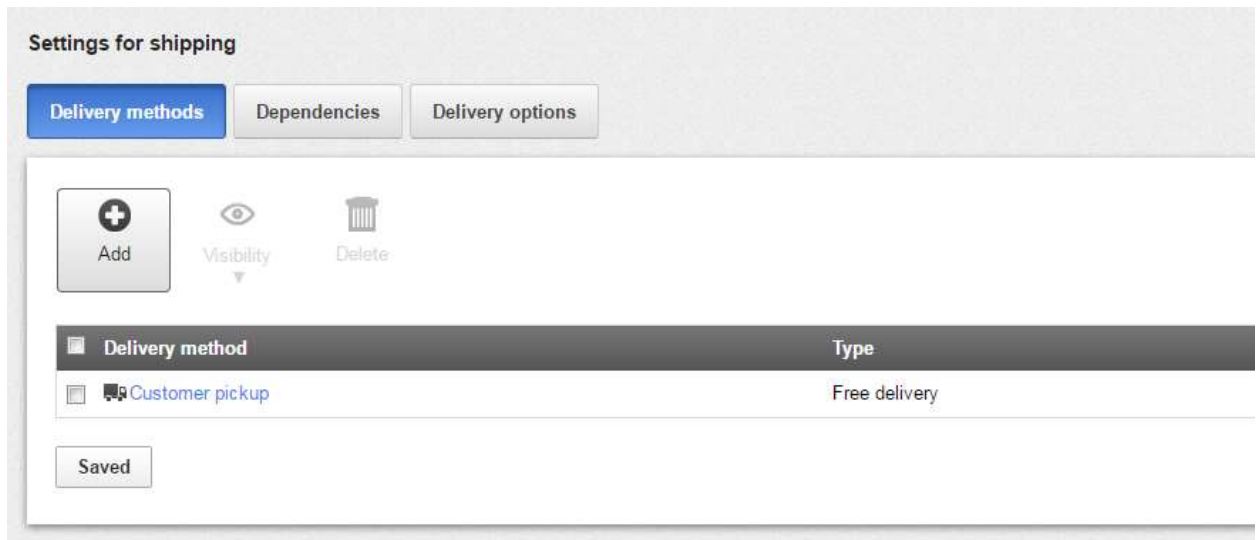
eCorner Stores

CONTENTS

1. Add a Couriers Please shipping method to your online shop	2
2. Configure and activate the shipping method	3

1. ADD A COURIERS PLEASE SHIPPING METHOD TO YOUR ONLINE SHOP

1. Go to the **Settings** menu >> **Delivery**
2. Click the **Add** button



Settings for shipping

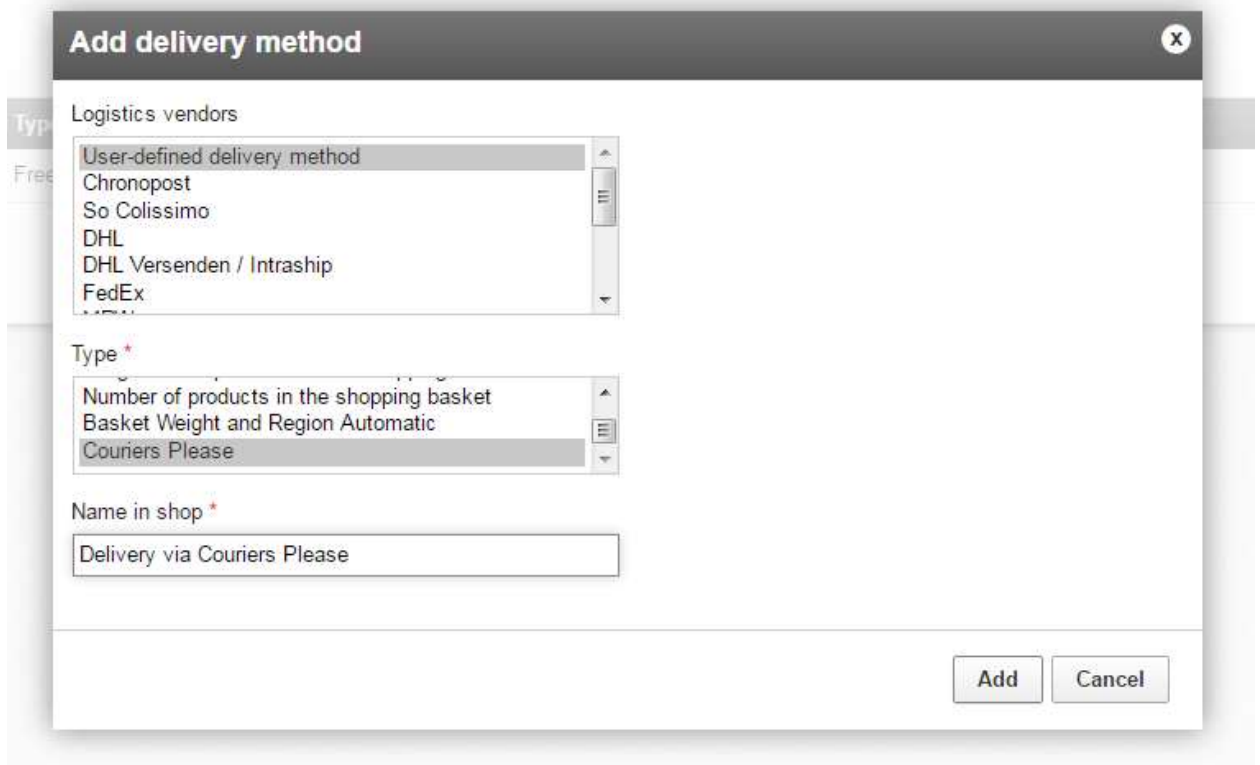
Delivery methods Dependencies Delivery options

+ Add Visibility Delete

Delivery method	Type
Customer pickup	Free delivery

Saved

3. Select the **Couriers Please** type, enter a name and then click **Add**



Add delivery method

Logistics vendors

User-defined delivery method
Chronopost
So Colissimo
DHL
DHL Versenden / Intraship
FedEx

Type *

Number of products in the shopping basket
Basket Weight and Region Automatic
Couriers Please

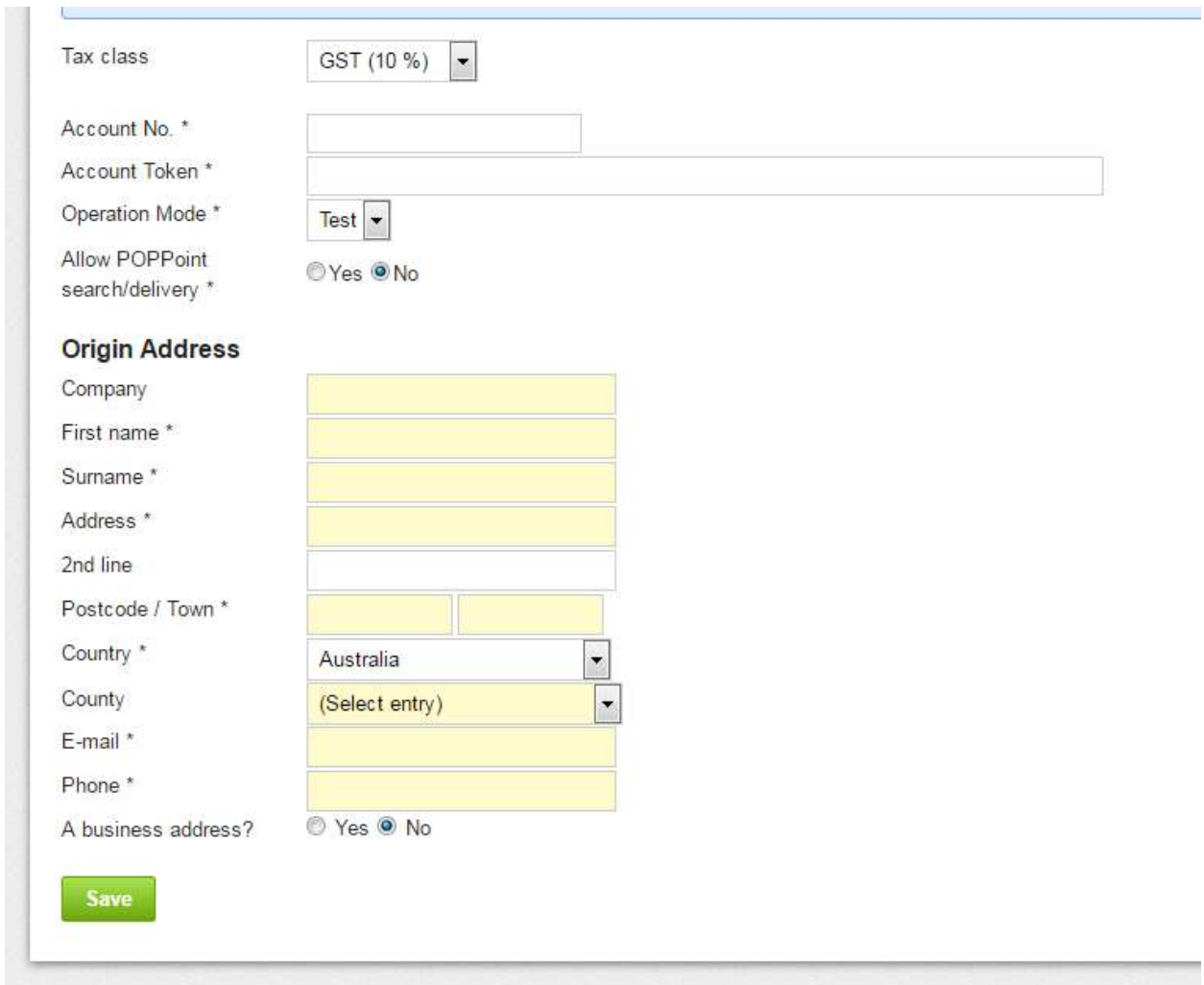
Name in shop *

Delivery via Couriers Please

Add Cancel

2. CONFIGURE AND ACTIVATE THE SHIPPING METHOD

1. On the shipping method **settings** page, please read the notes carefully
2. Complete the following settings



The screenshot shows a web form for configuring shipping method settings. The form includes the following fields and options:

- Tax class:** A dropdown menu set to "GST (10 %)".
- Account No. *:** An empty text input field.
- Account Token *:** A long empty text input field.
- Operation Mode *:** A dropdown menu set to "Test".
- Allow POPPoint search/delivery *:** Radio buttons for "Yes" and "No", with "No" selected.
- Origin Address:** A section with multiple text input fields:
 - Company
 - First name *
 - Surname *
 - Address *
 - 2nd line
 - Postcode / Town * (split into two input boxes)
 - Country * (dropdown menu set to "Australia")
 - County (dropdown menu set to "(Select entry)")
 - E-mail *
 - Phone *
- A business address?:** Radio buttons for "Yes" and "No", with "No" selected.
- Save:** A green button at the bottom left of the form.

- **Account No.:** Your Couriers Please API Account No.
- **Account Token:** The API Key for the account specified by **Account No.**
- **Operation Mode:** If the account number entered previously is a development account, select **Test**, otherwise **Live**.

NOTE: Development accounts are used for testing purposes, please ensure that you use **LIVE** account details before you go live with your site.

- **Allow POPPoint search/delivery:** This feature allows a customer to choose a POP Point to deliver to.

- **Origin Address:** This is the address from which Couriers Please will pick shipments up.
 - **SAVE**
3. Once you have added the account credential above then make the shipping method **Visible** from the **General** tab

TIP: Once you have setup your live credentials then do a live test transaction to ensure that your Couriers Please account is working correctly.