



**SOLUTIONS ARCHITECT** 

# **Managing Orders**



## **Managing Orders**

### **Learning Objectives**

- Understand the order management options available within Liferay Commerce
- Learn how to manage shipments across multiple warehouses

### **Tasks to Accomplish**

- Create and process a new order
- Create and manage a shipment from the new order

### **Exercise Prerequisites**

- Java JDK installed to run Liferay
- Download here: <a href="https://www.oracle.com/technetwork/java/javase/downloads/jdk11-downloads-5066655.html">https://www.oracle.com/technetwork/java/javase/downloads/jdk11-downloads-5066655.html</a>
- Instructions on installation here: <a href="https://www.java.com/en/download/help">https://www.java.com/en/download/help</a>/download\_options.xml
- Unzipped module exercise files in the following folder structure:
- o Windows: C:\liferay
- o Unix Systems: [user-home]/liferay
- A Liferay DXP or CE 7.2 instance up and running with Commerce 2.1 installed
- A site created using the Minium accelerator

## **Table of Contents**

- Create New User Accounts
- Deliver Shipments
- Managing Orders Quiz
- Answer Key

## **Create New User Accounts**

### **Exercise Goals**

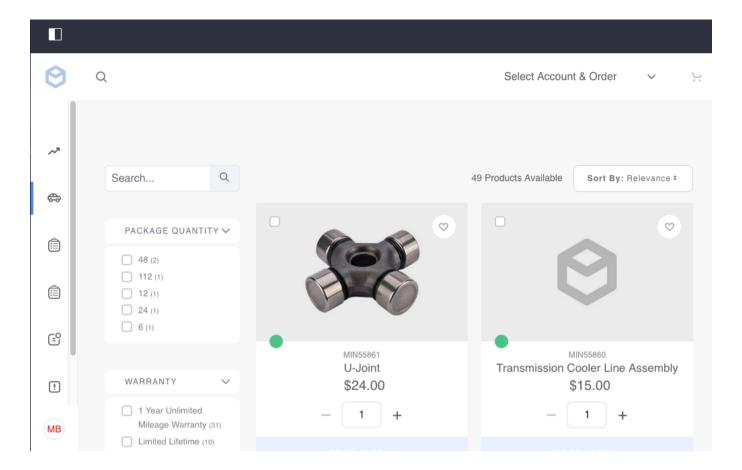
- Checkout as a Buyer
- Progress the order as the Seller

## Log In as Paul Hudson from Connolly Repair

- 1. Sign in to Liferay as Paul Hudson.
  - Make sure you go to *localhost:8080* in your browser once Liferay is started.
  - If you haven't created the User Paul Hudson, follow the steps in the Managing Accounts

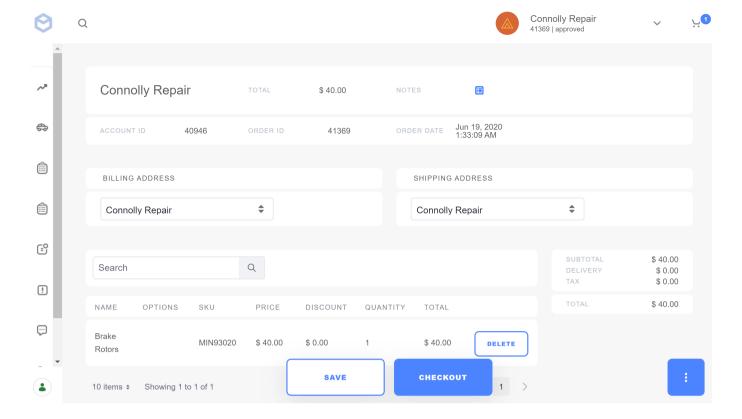
    Module or import the CSV file in your exercise folder. Note that the video on Liferay University

    will use the User Mia Brewster and the Speedy Auto Services HQ Account for this exercise.
- 2. **Open** the *Menu*.
- 3. **Go to** the Site Administration > Site Selector.
- 4. **Click** the *My Sites* tab.
- 5. Choose Minium Automotive.
- 6. Click the Catalog Minium navigation menu.



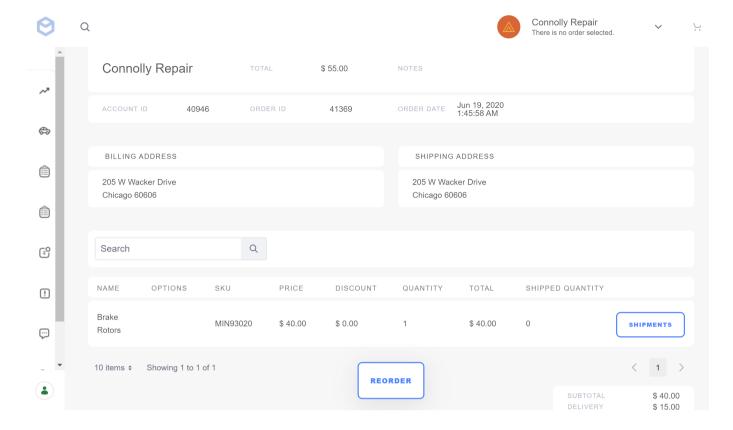
## Create an Order for Connolly Repair

- 1. Type Brake Rotors in the Search Bar.
  - Note: The Liferay University video will use the PremPower Battery as the product for the order.
- 2. Press Enter to search.
- 3. Click on the Brake Rotors.
- 4. Click the Add to Cart button.
- 5. Click the cart icon in the right corner.
- 6. Click View Details.



### **Check Out the New Order**

- 1. Click on the Checkout button.
- 2. Click the Choose Shipping Address drop-down.
- 3. Choose Connolly Repair.
- 4. Click Continue.
- 5. Choose Standard Delivery for your Shipping Method.
- 6. Click Continue after checking over the Order Summary.
- 7. Click Go to Order Details.

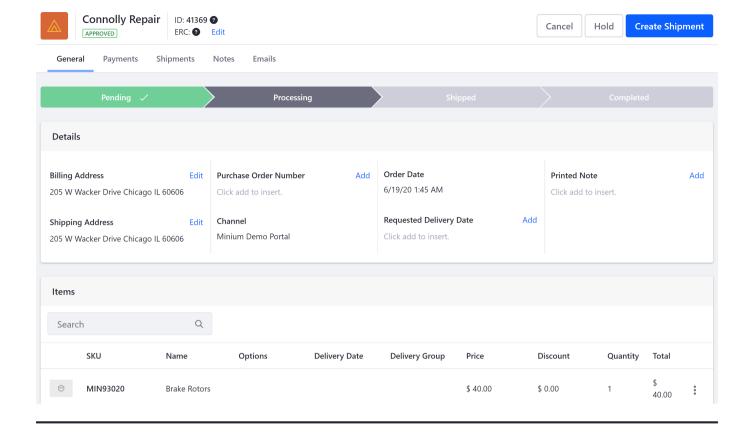


## Log In as Your Administrative User

- 1. Go to the User Menu.
- 2. Click Sign Out.
- 3. Sign In as the Platform Administrator.
  - This should be test@liferay.com unless you created a different Platform Admin when you first started your instance.

## Accept the Order from Connolly Repair

- 1. Go to Control Panel > Commerce > Orders.
- 2. Click the top order.
  - This should be the Connolly Repair order we just filled out as Paul.
- 3. Click Accept Order.



#### **Bonus Exercises**

1. Configure both an Approval and a Transmission workflow for an order of Timing Belts for Speedy Auto Services HQ. Complete the checkout process on the order and progress the order to awaiting shipment (Hint: You will need to login as multiple users to complete this exercise).

## **Deliver Shipments**

#### **Exercise Goals**

- Create a Shipment from an Order
- Manage the Shipment and Delivery of the Products from the UI
- Confirm the order has been completed by checking statuses as the Seller

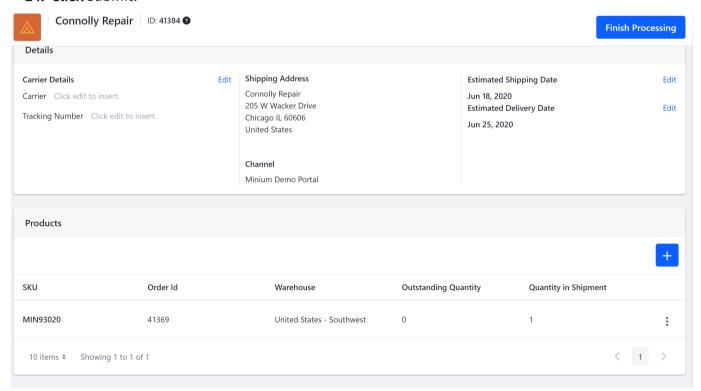
### **Create a Shipment**

- 1. **Sign In** to your Liferay instance if you're not already signed in.
  - This should be on localhost:8080
  - Make sure you sign in as the Platform Admin
- 2. Go to Control Panel > Commerce > Orders.
- 3. Click the top order.
  - This should be the Connolly Repair order from the previous exercise.
- 4. Click the Create Shipment button at the top right.

Cancel Hold Create Shipment

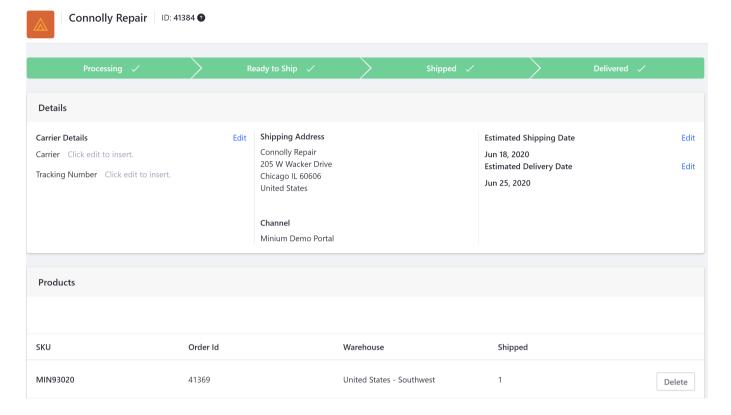
### Add Details to the Shipment

- 1. Click the add icon in the *Products* sections.
- 2. Check the box next to the SKU that shows up.
  - The only SKU that shows up should be the Brake Rotors that Connolly Repair ordered.
- 3. Click Submit.
- **4.** Click the *Options* icon next to the product.
- 5. Choose Edit.
- **6. Type** 1 for *Quantity in Shipment* next to the *United States Southwest* warehouse.
- 7. Click Save.
- 8. Close the pop-up.
- 9. Click Edit next to Estimated Shipping Date.
- 10. Choose today's date.
- 11. Click Submit.
- **12.** Click Edit next to Estimated Delivery Date.
- 13. Choose the date a week from today.
- 14. Click Submit.



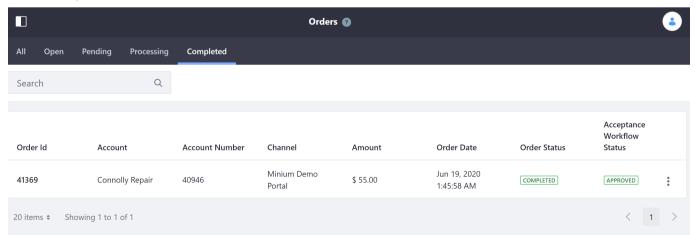
Update the Shipment Status from Processing to Delivered

- 1. Click the Finish Processing button in the top right corner.
- 2. Click the Ship button.
- 3. Click the Deliver button.



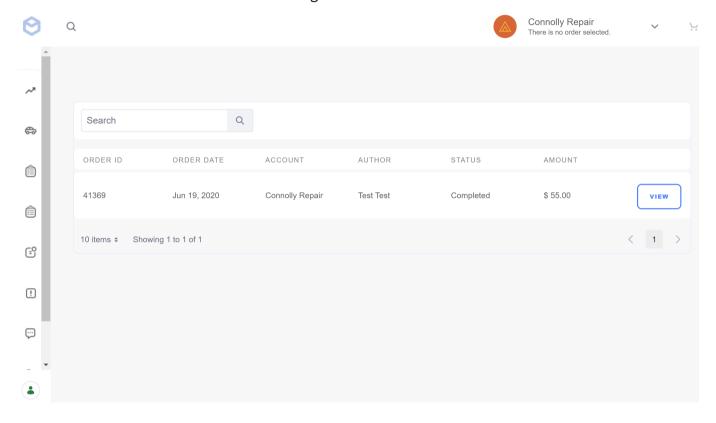
## **Confirm the Order Status has Changed**

- 1. Go to Control Panel > Commerce > Orders.
- 2. Click the Completed tab.
  - If the Connolly Repair order is not visible, ensure that you have correctly updated the shipment status to *Delivered*.



### Check on the Order as the Buyer

- 1. Go to the User Menu.
- 2. Click Sign Out.
- 3. Sign In to the platform as Paul Hudson.
- **4. Open** the *Menu*.
- **5. Go to** the Site Administration > Site Selector.
- 6. Click the My Sites tab.
- 7. Choose Minium Automotive.
- 8. Click Placed Orders in the Minium navigation menu.



## **Managing Orders Quiz**

1.	which of the following is <i>not</i> a stage of the Order Lifecycle?
	A. Order Transmitted
	B. Order Created
	C. Order Placed
	D. Order Processed
2.	In which tab of the <i>Orders</i> menu would one find items placed in a customer's cart?
	A. Open
	B. Pending
	C. Processing
	D. Incomplete
3.	Approval and Transmission workflows are required when performing B2B transactions in
	Liferay Commerce.
	A. True
	B. False
4.	Where does the first step of creating a shipment in Liferay Commerce take place?
	A. Shipments menu
	B. Accounts menu
	C. <i>Checkout</i> menu
	D. <i>Orders</i> menu
5.	The inventory used in a single shipment can be sourced from multiple warehouses.
	A. True
	B. False

## **Answer Key**

- 1. B
- 2. A
- 3. False
- 4. D
- 5. True