

# Easy Export Overview

# Table of Content

How does the Easy Export Plugin works?

What are the functions and how does it work on the Easy Export Plugin?

These are the 5 export report lists:

- Ordering List
- Billing List
- Shipping List
- Product List
- Mailing List

What happened if I deactivate the plugin or delete the plugin?

# How does the Easy Export Plugin works?

The Easy Export plugin is very simple plugin to used. All it does is pull the data from your woo-commerce website and insert into the lists/reports. There are 5 lists. The 5 lists are: Ordering List, Billing List, Shipping List, Product List and the Mailing List. Any discrepancy /errors on the lists you have to fixed it on the website and if you correct the errors, the lists/reports will automatically update the data. Each lists/reports has it own used for any company that needs certain info to help improve their business by looking at those lists/reports.

The image below show how the list/report looks like:

wordpress\_plugin0 + New

Howdy, admin

Dashboard

Posts

Media

Pages

Comments

WooCommerce

Products

Create Barcodes

Easy Export

Order List

Billing List

Shipping List

Product List

Mailing List

SKU Generator

Appearance

Plugins

Users

Tools

Settings

Collapse menu

Order List

ID	Order Date	First Name	Last Name	Phone Number	Email	Status	Order Total
57	2017-08-03 03:27:21	Jane	Abby	617-254-7409	janea@gmail.com	Completed	\$3,267.00
58	2017-08-03 03:28:51	Jane	Butter	817-428-3129	janeb@yahoo.com	Processing	\$1,273.00
60		Jane	Celery	568-276-1267	janec@aol.com	Pending	\$1,349.00
62	2017-08-03 03:06:33	John	Bread	435-760-1235	johnb@yahoo.com	Processing	\$2,132.00
65		John	Doe	475-209-3940	johnd@yandex.com	On-hold	\$3,450.00
67	2017-08-03 03:24:42	John	Each	598-098-2365	johne@gmx.com	Completed	\$3,330.00
68	2017-08-03 22:37:45	John	Apple	213-300-4000	johna@gmail.com	Processing	\$45.00

PDF

Export as CSV

Print Out

Thank you for creating with WordPress.

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# What are the functions and how does it work on the Easy Export Plugin?

Order List

ID↕	Order Date ↕	First Name ↕	Last Name ↕	Phone Number ↕	Email ↕	Status ▾	Order Total ↕
57	2017-08-03 03:27:21	Jane	Abby	617-254-7409	janea@gmail.com	Completed	\$3,267.00
67	2017-08-03 03:24:42	John	Each	598-098-2365	johne@gmx.com	Completed	\$3,330.00
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62	2017-08-03 03:06:33	John	Bread	435-760-1235	johnb@yahoo.com	Processing	\$2,132.00
68	2017-08-03 22:37:45	John	Apple	213-300-4000	johna@gmail.com	Processing	\$45.00

PDF

Export as CSV

Print Out

When you click on the triangle symbol it will sort the letters and numbers. So you can see the info that you need/want to look at.

Order List

ID▾	Order Date ↕	First Name ↕	Last Name ↕	Phone Number ↕	Email ↕	Status ↕	Order Total ↕
57	2017-08-03 03:27:21	Jane	Abby	617-254-7409	janea@gmail.com	Completed	\$3,267.00
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67	2017-08-03 03:24:42	John	Each	598-098-2365	johne@gmx.com	Completed	\$3,330.00
68	2017-08-03 22:37:45	John	Apple	213-300-4000	johna@gmail.com	Processing	\$45.00

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Print Out

When you used your mouse and hover each row it will highlight that row so you can read it clearly and correctly.

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Howdy, admin

Dashboard

Posts

Media

Pages

Comments

WooCommerce

Products

Create Barcodes

Easy Export

Order List

Billing List

Shipping List

Product List

Mailing List

SKU Generator

Appearance

Plugins

Users

Tools

Settings

Collapse menu

Order List

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65		John	Doe	475-209-3940	john@yahoo.com	On-hold	\$3,450.00
60		Jane	Celery	568-276-1267	jane@aol.com	Pending	\$1,349.00
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62	2017-08-03 03:06:33	John	Bread	435-760-1235	john@yahoo.com	Processing	\$2,132.00
68	2017-08-03 22:37:45	John	Apple	213-300-4000	johna@gmail.com	Processing	\$45.00

PDFExport as CSVPrint Out

Opening order-list.pdf

You have chosen to open:  
order-list.pdf  
which is: PDF file (14.7 KB)  
from: blob:  
What should Firefox do with this file?  

Open with

Adobe Acrobat Pro DC (default)

Save File

☐ Do this automatically for files like this from now on.

OKCancel

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The ‘PDF’ button will export the list(s) into a PDF file.

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Howdy, admin

Dashboard

Posts

Media

Pages

Comments

WooCommerce

Products

Create Barcodes

Easy Export

Order List

Billing List

Shipping List

Product List

Mailing List

SKU Generator

Appearance

Plugins

Users

Tools

Settings

Collapse menu

Billing List

First Name	Last Name	Email	Phone Number	Address	City	State	Zip	Country
Jane	Celery	jane@aol.com	568-276-1267	851 CSS Avenue	Los Angeles	CA	42343	US
Jane	Butter	jane@yahoo.com	817-428-3129	734 Sass Lane	Seattle	WA	67934	US
Jane	Abby	janea@gmail.com	617-254-7409	956 Less Stress Street	Tampa Bay	FL	85342	US
John	Apple	johna@gmail.com	213-300-4000	345 Lexington Ave	Boston	MA	32456	US
John	Each	john@gmx.com	598-098-2365	8034 Neon Ave	Providence	RI	87693	US
John	Doe	john@yahoo.com	475-209-3940	125 React Ave	Detroit	MI	76589	US
John	Bread	johnb@yahoo.com	435-760-1235	97 Metro Street	Treaton	NJ	21354	US

PDFExport as CSVPrint Out

Opening billing-list.csv

You have chosen to open:  
billing-list.csv  
which is: Microscot Excel Comma Separated Values File (758 bytes)  
from: data:  
What should Firefox do with this file?  

Open with

Microsoft Excel (default)

Save File

☐ Do this automatically for files like this from now on.

OKCancel

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The ‘CSV’ button will export the list(s) into a CSV file.

order-list.pdf - Adobe Acrobat Pro DC

HomeToolsDocument

Sign In

ID	Order Date	First Name	Last Name	Phone Number	Email	Status	Order Total
57	2017-08-03 03:27:21	Jane	Abby	617-254-7409	janea@gmail.com	Completed	\$3,267.00
58	2017-08-03 03:28:51	Jane	Butter	817-428-3129	jane@yahoo.com	Processing	\$1,273.00
60		Jane	Celery	568-276-1267	jane@aol.com	Pending	\$1,349.00
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65		John	Doe	475-209-3940	john@yahoo.com	On-hold	\$3,450.00
67	2017-08-03 03:24:42	John	Each	598-098-2365	john@gmx.com	Completed	\$3,330.00
68	2017-08-03 22:37:45	John	Apple	213-300-4000	johna@gmail.com	Processing	\$45.00

When you open the ‘PDF’ file, you will see the data display in a table

billing-list.csv - Microsoft Excel non-commercial use

FileHomeInsertPage LayoutFormulasDataReviewView

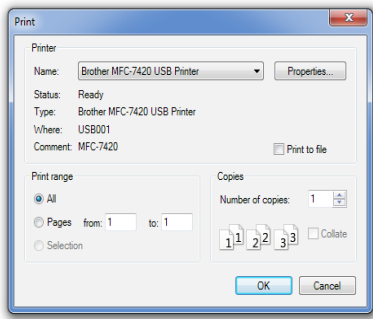
ClipboardFormat PainterFontAlignmentNumberConditional FormattingStyles

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	First Name	Last Name	Email	Phone Number	Address	City	State	Zip	Country																
2	Jane	Celery	jane@aol.com	568-276-1267	851 CSS Avenue	Los Angeles	CA	42343	US																
3	Jane	Butter	jane@yahoo.com	817-428-3129	734 Sass Lane	Seattle	WA	67934	US																
4	Jane	Abby	janea@gmail.com	617-254-7409	956 Less Stress Street	Tampa Bay	FL	85342	US																
5	John	Apple	johna@gmail.com	213-300-4000	345 Lexington Ave	Boston	MA	32456	US																
6	John	Each	john@gmx.com	598-098-2365	8034 Neon Ave	Providence	RI	87693	US																
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billing-list

When you open the ‘CSV’ file, you will see the data display in the excel sheet

First Name	Last Name	Address	City	State	Zip	Country
Jane	Celery	851 CSS Avenue	Los Angeles	CA	42343	US
Jane	Butter	734 Sass Lane	Seattle	WA	67934	US
Jane	Abby	956 Less Stress Street	Tampa Bay	FL	85342	US
John	Apple	345 lexington Ave	Boston	MA	32456	US
John	Each	8034 Neon Ave	Providence	RI	87693	US
John	Doe	125 React Ave	Detroit	MI	76589	US
John	Bread	97 Metro Street	Treaton	NJ	21354	US



The ‘Print’ button will print the list(s) out.

You can either print out the data in protrait or landscape.

First Name	Last Name	Address	City	State	Zip	Country
Jane	Celery	851 CSS Avenue	Los Angeles	CA	42343	US
Jane	Butter	734 Sass Lane	Seattle	WA	67934	US
Jane	Abby	956 Less Stress Street	Tampa Bay	FL	85342	US
John	Apple	345 lexington Ave	Boston	MA	32456	US
John	Each	8034 Neon Ave	Providence	RI	87693	US
John	Doe	125 React Ave	Detroit	MI	76589	US
John	Bread	97 Metro Street	Treaton	NJ	21354	US

This is how it looks when you print out the data

# Order List

The Order List show the summary of order form. This list does not include the products but only display the Order ID, Name of the Customer, Phone Number and Email Address and also the Total Cost of the purchase and the Status of the order. The status display colors of status of the order.

There are 4 status, On Hold: **Red**, Pending: **Orange**, Processing: **Green** and Completed: **Blue**.

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Howdy, admin

Dashboard

Posts

Media

Pages

Comments

WooCommerce

Products

Create Barcodes

Easy Export

Order List

Billing List

Shipping List

Product List

Mailing List

SKU Generator

Appearance

Plugins

Users

Tools

Settings

Collapse menu

Order List

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68	2017-08-03 22:37:45	John	Apple	213-300-4000	johna@gmail.com	Processing	\$45.00

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# Billing List

The Billing List show the Billing information of the customers and where to send the bill for the orders to be pay. This lists display the Customer Name, Email Address, Phone Number, Address, City, State, Zip Code and Country.

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Howdy, admin

Dashboard

Posts

Media

Pages

Comments

WooCommerce

Products

Create Barcodes

Easy Export

Order List

Billing List

Shipping List

Product List

Mailing List

SKU Generator

Appearance

Plugins

Users

Tools

Settings

Collapse menu

Billing List

First Name	Last Name	Email	Phone Number	Address	City	State	Zip	Country
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Jane	Butter	janeb@yahoo.com	817-428-3129	734 Sass Lane	Seattle	WA	67934	US
Jane	Abby	janea@gmail.com	617-254-7409	956 Less Stress Street	Tampa Bay	FL	85342	US
John	Apple	johna@gmail.com	213-300-4000	345 lexington Ave	Boston	MA	32456	US
John	Each	john@gmx.com	598-098-2365	8034 Neon Ave	Providence	RI	87693	US
John	Doe	johnd@yandex.com	475-209-3940	125 React Ave	Detroit	MI	76589	US
John	Bread	johnb@yahoo.com	435-760-1235	97 Metro Street	Treaton	NJ	21354	US

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# Shipping List

The Shipping List show the Shipping information of the customers where the items are being send to correctly. This lists display the Customer Name, Address, City, State, Zip Code and Country.

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Howdy, admin

Dashboard

Posts

Media

Pages

Comments

WooCommerce

Products

Create Barcodes

Easy Export

Order List

Billing List

Shipping List

Product List

Mailing List

SKU Generator

Appearance

Plugins

Users

Tools

Settings

Collapse menu

Shipping List

First Name	Last Name	Address	City	State	Zip	Country
Jane	Celery	851 CSS Avenue	Los Angeles	CA	42343	US
Jane	Butter	734 Sass Lane	Seattle	WA	67934	US
Jane	Abby	956 Less Stress Street	Tampa Bay	FL	85342	US
John	Apple	345 lexington Ave	Boston	MA	32456	US
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# Product List

The Product List show the Product information and inventory of products on the website.

This lists display the SKU, Product Name, Price, Total Stock and Total Sales of the product.

The Total Stock has the Red color meaning product stock total for this example is 500 stock and is reduce by the sales.

The Total Sale has the Blue color meaning the product is being brought (reduce the stock total) and this will show which products are popular.

Product List					
SKU	Product Name	Regular Price	Total Stock	Total Sales	
A20161047	Product Forty Seven	4	460	40	
C20183001	Product Forty Eight	8	500	0	
C20183002	Product Forty Four	37	491	9	
C20183003	Product Forty Five	40	500	0	
C20183004	Product Forty Six	11	500	0	
C20183005	Product Forty One	41	500	0	
C20183006	Product Forty Two	14	500	0	
C20183007	Product Forty Three	25	500	0	
C20183008	Product Thirty Nine	25	500	0	
C20183009	Product Forty	3	500	0	
C20183010	Product Thirty Seven	312	500	0	
C20183011	Product Thirty Eight	13	500	0	
C20183012	Product Thirty Five	12	500	0	
C20183013	Product Thirty Six	300	495	5	
C20183014	Product Thirty Three	25	482	18	
C20183015	Product Thirty Four	3	500	0	
C20183016	Product Thirty	4324	500	0	
C20183017	Product Thirty One	312	493	7	
C20183018	Product Thirty Two	13	500	0	
C20183019	Product Twenty Seven	35	500	0	
C20183020	Product Twenty Eight	98	500	0	
C20183021	Product Twenty Nine	56	500	0	
C20183022	Product Twenty Five	35	500	0	
C20183023	Product Twenty Six	534	497	3	
C20183024	Product Twenty Three	45	500	0	
C20183025	Product Twenty Four	87	487	13	
C20183026	Product Twenty One	37	500	0	
C20183027	Product Twenty Two	62	500	0	
C20183028	Product Nineteen	73	483	17	
C20183029	Product Twenty	69	495	5	
C20183030	Product Sixteen	78	500	0	
C20183031	Product Seventeen	98	500	0	
C20183032	Product Eighteen	17	500	0	
C20183033	Product Fourteen	85	500	0	
C20183034	Product Fifteen	67	500	0	
C20183035	Product Twelve	100	484	16	
C20183036	Product Thirteen	36	500	0	
C20183037	Product Ten	31	491	9	
C20183038	Product Eleven	300	500	0	
C20183039	Product Nine	48	497	3	
C20183040	Product Six	53	494	6	
C20183041	Product Seven	53	500	0	
C20183042	Product Eight	71	495	5	
C20183043	Product Four	300	500	0	
C20183044	Product Five	200	492	8	

Product List				
SKU	Product Name	Regular Price	Total Stock	Total Sales
A20161047	Product Forty Seven	4	460	40
C20183014	Product Thirty Three	25	482	18
C20183028	Product Nineteen	73	483	17
C20183035	Product Twelve	100	484	16
C20183025	Product Twenty Four	87	487	13
C20183002	Product Forty Four	37	491	9
C20183037	Product Ten	31	491	9
C20183044	Product Five	200	492	8
C20183017	Product Thirty One	312	493	7
C20183040	Product Six	53	494	6
C20183013	Product Thirty Six	300	495	5
C20183029	Product Twenty	69	495	5
C20183042	Product Eight	71	495	5
C20183023	Product Twenty Six	534	497	3
C20183039	Product Nine	48	497	3
C20183045	Product One	45	499	1
C20183001	Product Forty Eight	8	500	0
C20183003	Product Forty Five	40	500	0
C20183004	Product Forty Six	11	500	0
C20183005	Product Forty One	41	500	0
C20183006	Product Forty Two	14	500	0
C20183007	Product Forty Three	25	500	0
C20183008	Product Thirty Nine	25	500	0
C20183009	Product Forty	3	500	0
C20183010	Product Thirty Seven	312	500	0
C20183011	Product Thirty Eight	13	500	0
C20183012	Product Thirty Five	12	500	0
C20183015	Product Thirty Four	3	500	0
C20183016	Product Thirty	4324	500	0
C20183018	Product Thirty Two	13	500	0
C20183019	Product Twenty Seven	35	500	0
C20183020	Product Twenty Eight	98	500	0
C20183021	Product Twenty Nine	56	500	0
C20183022	Product Twenty Five	35	500	0
C20183024	Product Twenty Three	45	500	0
C20183026	Product Twenty One	37	500	0
C20183027	Product Twenty Two	62	500	0
C20183030	Product Sixteen	78	500	0
C20183031	Product Seventeen	98	500	0
C20183032	Product Eighteen	17	500	0
C20183033	Product Fourteen	85	500	0
C20183034	Product Fifteen	67	500	0
C20183036	Product Thirteen	36	500	0
C20183038	Product Eleven	300	500	0
C20183041	Product Seven	53	500	0

# Mailing List

The Mailing List is for uploading to a email marketing platform (MailChimp and etc ...).

This List is for sending out to customers and let them know about the new products and products that are on sale.

wordpress\_plugin0New

Howdy, admin

Dashboard

Posts

Media

Pages

Comments

WooCommerce

Products

Create Barcodes

Easy Export

Order List

Billing List

Shipping List

Product List

Mailing List

SKU Generator

Appearance

Plugins

Users

Tools

Settings

Collapse menu

Mailing List

First Name	Last Name	Email	Country
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Jane	Abby	janea@gmail.com	US
John	Apple	johna@gmail.com	US
John	Each	john@gmx.com	US
John	Doe	john@yandex.com	US
John	Bread	johnb@yahoo.com	US

PDF

Export as CSV

Print Out

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Version 4.8.1

## What happened if I deactivate the plugin or delete the plugin?

If you deactivate the plugin it will stay on the plugin page and if you delete/remove the plugin it will delete the folders, files.