MageINIC

Delete Orders

FEATURES

- The store admin can enable/disable the module functionality.
- Manually delete the single order from the order view page.
- Delete the old and unwanted orders from your website's admin panel.
- Option to enable or disable order deletion from the order view page.
- Admin can delete Invoices, Shipments, and Credit Memos from the corresponding grids.
- Admin can enable/disable delete action for the invoice, shipment, and credit memos.

Ultimate Guide for Magento 2 Delete Orders

Introducing Magento 2 Delete Orders the ultimate extension allows website admin to clear out the backend from all unwanted orders, invoices, shipments, and credit memos. Thanks to that, users can effectively keep track of and control all remaining essential orders.

- Delete order functionality: You can delete orders from your system with just a few clicks.
 This can be helpful if you need to remove an order that was accidentally placed or if you need to cancel an order that has not yet been shipped.
- you delete an order, the associated invoices, shipments, and credit memos are deleted automatically.
- Delete bulk orders from the orders list page in the backend and delete bulk invoices, shipments, and credit memos.



How to install the extension

1. Upload via ZIP/Archive

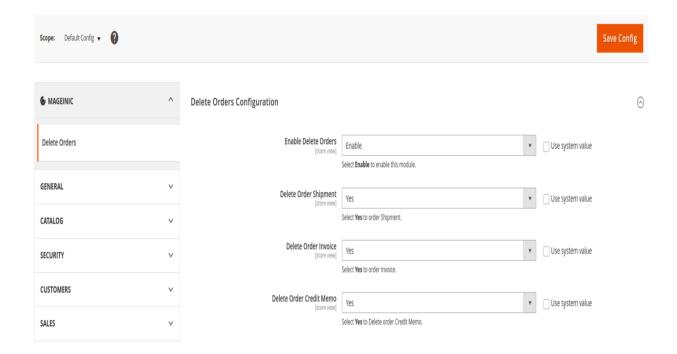
- Back up your store's database and web directory
- Download the extension zip file and extract the zip file
- Transfer the app folder into the Magento2 root directory on the server
- Enable maintenance mode **php bin/magento maintenance:enable**
- Run the command php bin/magento module:enable MagelNIC_Core MagelNIC_DeleteOrders
- Run the command **php bin/magento setup:upgrade** to install the extension
- Run the command php bin/magento cache:clean to clean the cache
- Disable maintenance mode php bin/magento maintenance:disable
- Check the store environment if everything is working properly. If, at any point, the store displays an error, check the Magento logger for more details.

Extension Configuration

To configure the extension configuration, Please go to Stores \rightarrow Settings \rightarrow Configuration \rightarrow MagelNIC \rightarrow Delete Orders.

General





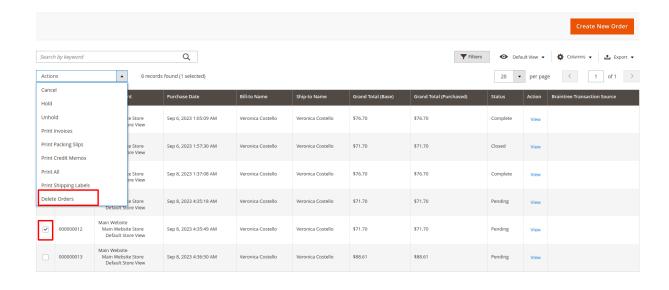
Enable Delete Orders - You can enable or disable this module by using this option Yes/No. **Enable Delete Shipment** - Enable or Disable the delete shipment option for shipment Grid. **Enable Delete Invoice** - Enable or Disable the delete invoice option for Invoice Grid. **Enable Delete CreditMemo** - Enable or Disable the delete credit memo option for Credit memos Grid.

Extension Usage

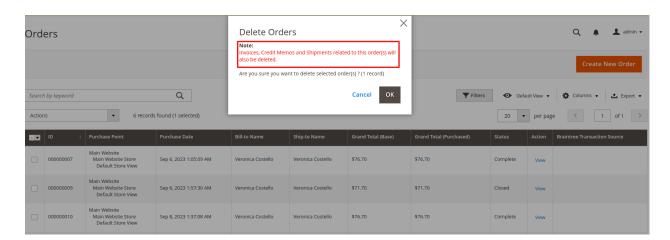
1. Delete Order

- Please go to Sales → Orders and select the order you want to delete.
- Unfold the Actions dropdown menu and press the Delete button.





Confirm you want to delete the selected order and press OK.

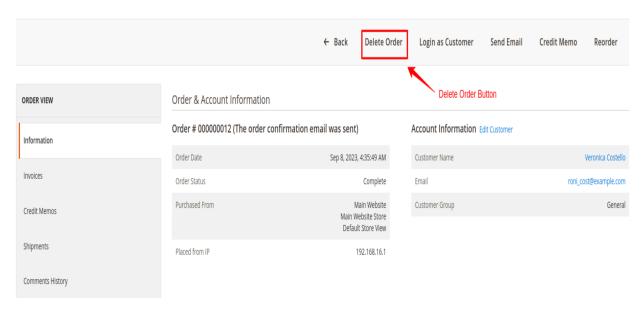


Delete Order From Edit Page

- Delete Order(s) From the Order Edit Page please Click on the "View" link shown in the Action column.
- On the order view page, you will see the "Delete Order" button displayed at the top of the page.

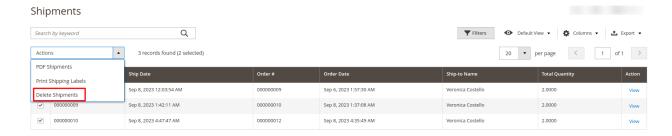


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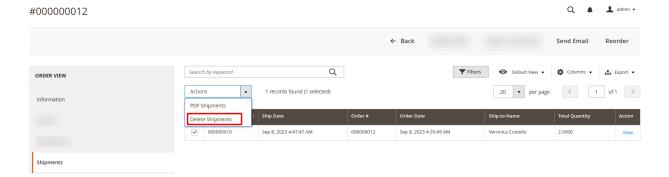
2. Delete Shipment

- Please go to Sales → Shipments and select the Shipments you want to delete.
- Choose Delete Shipments in the Select Items box. After that, a popup appears
 and you click OK to confirm removing these selected Shipments.



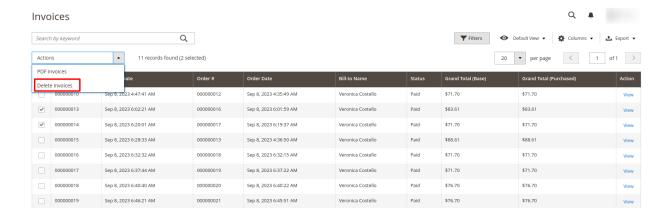
Similarly, you can delete shipment from the Order View Page under the Shipments tab
by Delete Shipments in the Actions dropdown box After that, a popup appears and you
click OK to confirm removing these selected Shipments.



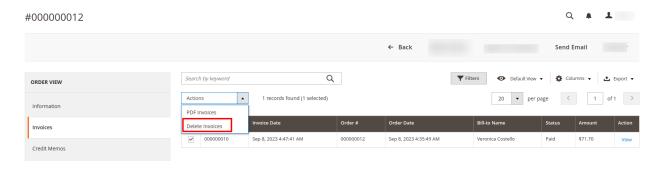


3. Delete Invoice

- Please go to Sales → Invoices and select the Invoice you want to delete.
- Choose Delete Invoices in the Select Items box. After that, a popup appears and you click OK to confirm removing these selected Invoices.



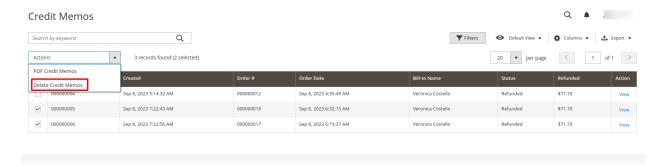
Similarly, you can delete shipment from the Order View Page under the Invoices tab by
 Delete Invoices in the Actions dropdown box after that, a popup appears and you click
 OK to confirm removing these selected Invoices.



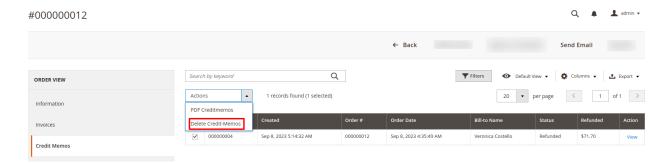


4. Delete Credit Memos

- Please go to **Sales** → **Credit Memos** and select the Shipments you want to delete.
- Choose Delete Credit Memos in the Select Items box. After that, a popup appears and you click OK to confirm removing these selected Credit Memos.



Similarly, you can delete shipment from the Order View Page under the Credit Memos
tab by Delete Credit Memos in the Actions dropdown box After that, a popup appears
and you click OK to confirm removing these selected Credit Memos.



Note 💬

- You can delete many delete orders at a time by ticking their checkboxes.
- Once you delete an order, it will be removed permanently from the system and cannot be restored. You'd better do it carefully.
- When an order is deleted, all of its related information like shipment, invoice, and credit memo will be erased too.

