

# **Quick Bulk Order - Admin Guide**

by CedCommerce Technical Publications

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## 1. Overview

Quick Bulk Order developed by CedCommerce for Magento® 2.x enables the customers to place their orders to the cart very conveniently. This add-on, therefore, helps customers to place a large number of products to cart through 2 ways –

1. Uploading the CSV file: If the customer has got a list of products and quantities respectively in CSV file format, then he can easily add the list to the cart through the use of “**Upload CSV**” button
- 2 Bulk order page: This allows the customers to add the products and the quantities individually. These products can be easily added to cart at once by using the “**Add all to cart**” button.

**Note:** The quick bulk order would be applied to the product types as follows:

- a. Simple products
- b. Virtual products
- c. Configurable products

The **key features** of the Quick Bulk Order Extension are as follows:

- The customer can easily purchase the products in bulk quantity.
- The customers can add a different kind of products and their quantity easily to the cart, just by searching the products either through Products Names or Products SKU.
- If the customer already has a list of products and their quantities, they can upload it very easily using the ‘Upload CSV ’ button.

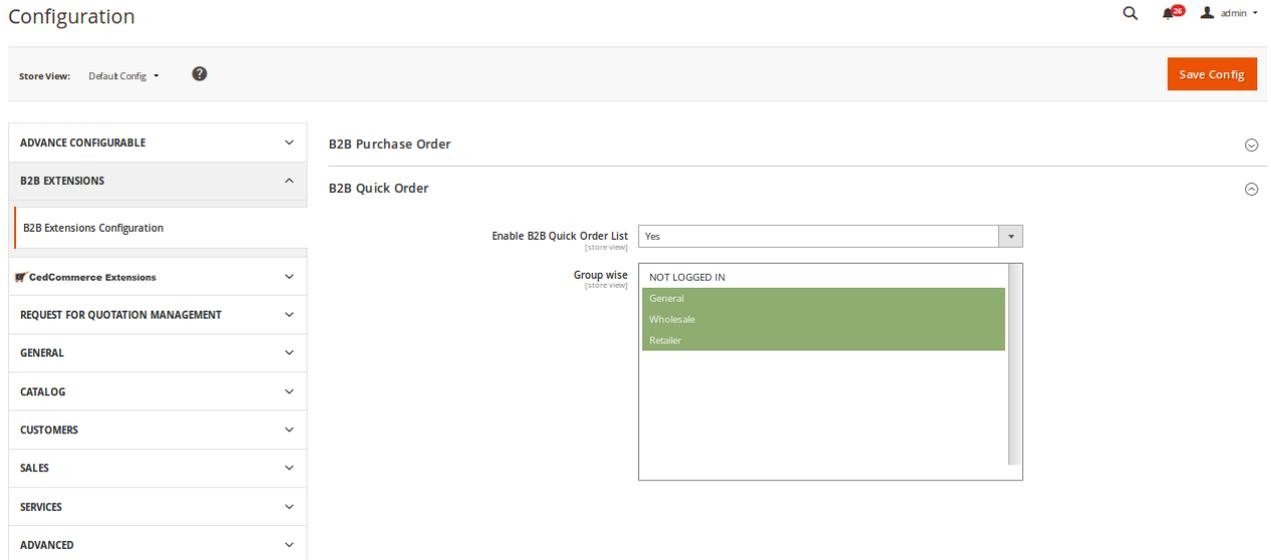
## 2. Configuration Settings

The Admin has rights to enable or disable the features of the add-on by defining the configuration settings.

### **To set up the configuration settings**

1. Go to the **Admin** panel.
2. From the left navigation bar , click on **Store>Configuration>B2B EXTENSIONS>B2B Extensions Configuration**.

We would be redirected to the following page as shown below:



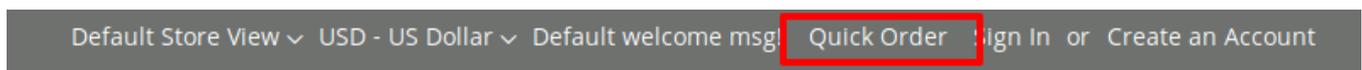
The following details we need to fill :

1. **Enable B2B Quick Order List:** This drop down list allows the admin to choose from the available options whether to show the Quick Bulk order in the frontend or not.
2. **Group-wise:** This drop-down list allows the admin to choose which of the groups would be provided with Quick bulk order extensions.

Once, the admin chooses his options, he needs to click on the “**Save Config**” in order to save the changes.

### 3. Front-end View

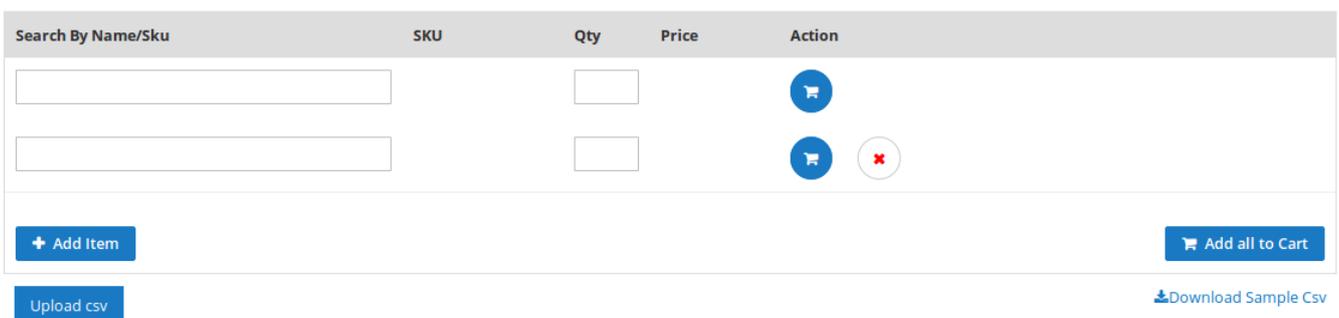
In order to place the products in bulk from the front end, we click on the “**Quick Order**” link present at the top navigation bar.



We would be redirected to **Quick order** page , as shown below.

#### CUSTOMER MAKING THE ORDER IN BULK

### Quick Order



The following are the features that we can perform in quick bulk order:

## Quick Order

Search By Name/Sku	SKU	Qty	Price	Action
<input type="text" value="Joust Duffle Bag"/>	24-MB01	<input type="text" value="5"/>	\$170.00	
<input type="text" value="24-wb01"/>		<input type="text"/>		
<input type="text" value="Voyage Yoga Bag"/>				

[Download Sample Csv](#)

- Search by Name/SKU:** The customer can search the product to add into the cart either by product name or SKU.
- Qty:** Specify the number of items the customer wants to add for that particular product.
- Action:**
  - Cart icon button:** The customer can click on this button if he wants to add the individual product to add into the cart.
  - Remove icon button:** This button is used by the customer in order to remove the product from adding to the cart.
- Add item:** To add more products to the cart click on this button.
- Add all to cart button:** To add all the products available in this page to the cart, we click on this button.
- Download Sample CSV button:** This button is used in order to download the sample CSV. Therefore, helps the customers to update the CSV file and upload it with new products and quantity.
- Upload CSV button:** Importing csv file to add products for quick order list.

Once, we add the product to the cart we get a success message:

Products are successfully added to cart