

# Delete Order Extension

by CedCommerce Products Documentation

|  |          |
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## 1. Overview

The Delete Order Extension by CedCommerce is a helpful tool that allows the Magento 2 store owners to remove unwanted orders that are closed, canceled or generated for testing purposes. It also permits the admin to delete invoices, credit memos, orders and shipments from the order grid.

### Key Features Of Delete Order Extension:

- Options for enabling or disabling order deletion from store configuration.
- Effortlessly delete multiple/single orders on a single click from the orders grid page.
- Delete orders on the basis of order status.
- Order view page allows the manual deletion of single orders.
- Automatically deletes all the linked data of invoices/shipments/credit memos.

## 2. Installation of Delete Order Extension

### For Installation of Extension

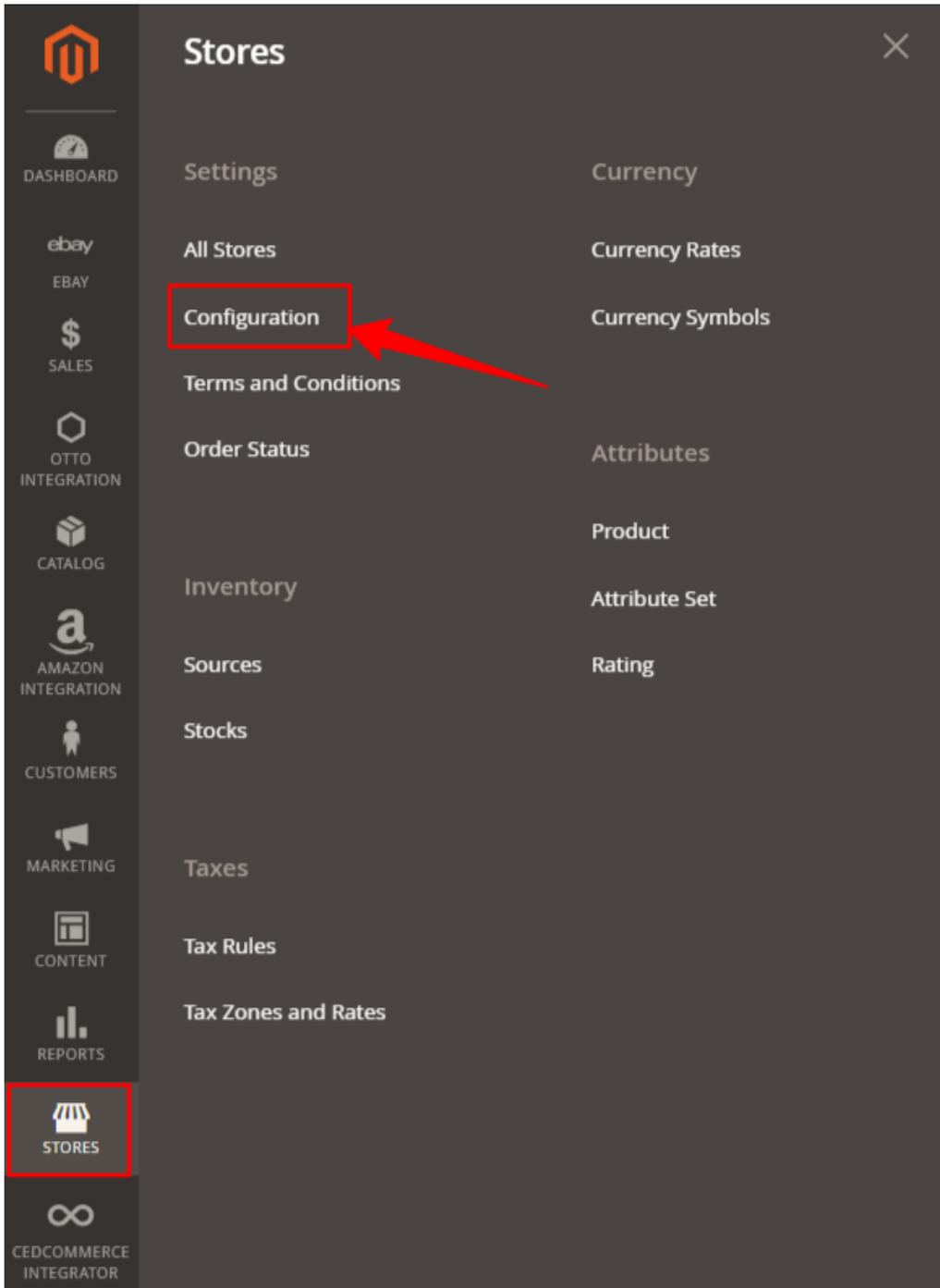
1. Log in the **ftp**, and then go to Magento 2 root folder (generally present under the *public\_html* folder).
2. Create a new folder named *code* under the *app* folder; under *code* folder, create a folder named *Ced*.
  - Upload or Drag and Drop *app/code/Ced* directory.
  - After successfully uploading the directory, the extension will be installed/upgraded.
  - Now run the following upgrade command in *cmd*  

```
php bin/magento setup:upgrade  
php bin/magento setup:di:compile  
php bin/magento setup:static-content:deploy -f  
php bin/magento index:reindex  
php bin/magento cache:flush
```

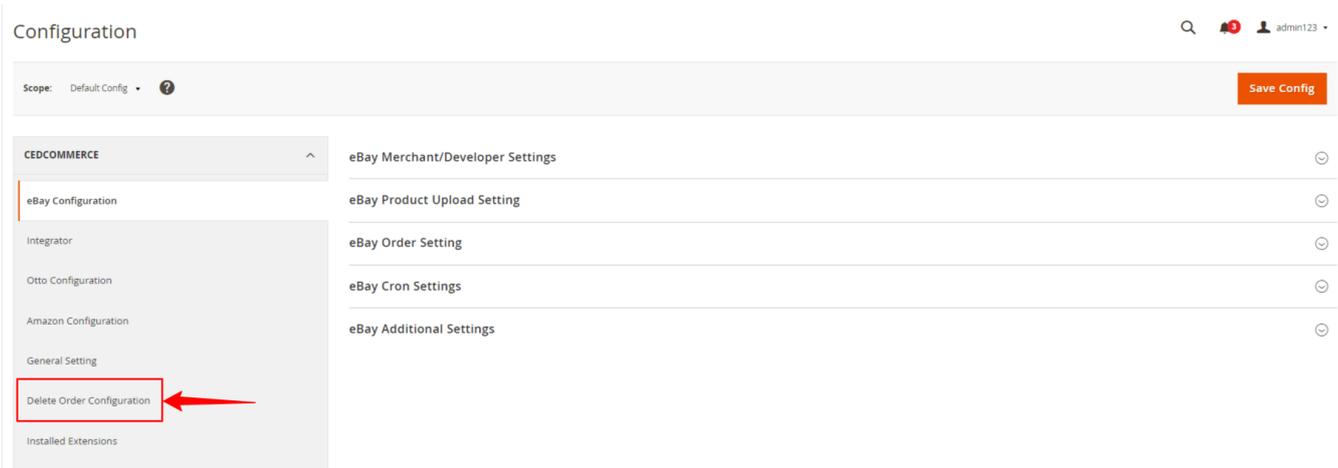
## 3. Configuration Setting For Delete Order Extension

After successfully installing Delete Order Extension on the Magento 2 store, the admin has set up the configuration settings for using the extension's features.

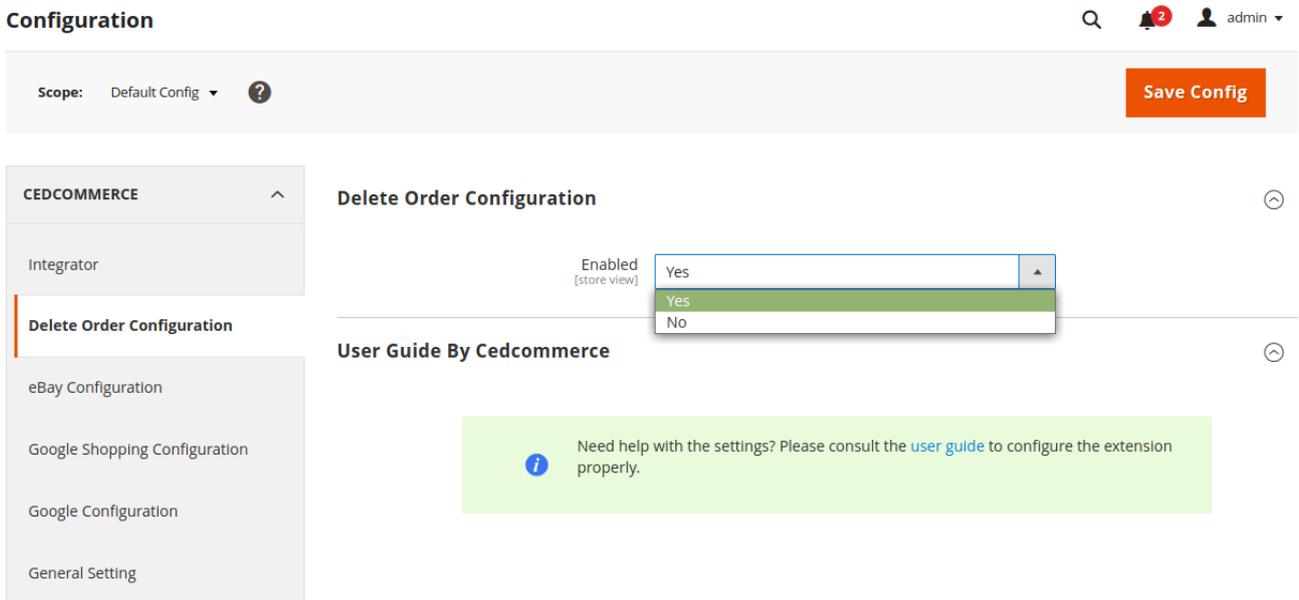
1. Go to the **Admin** panel, then on Stores and click on **Configuration**.



2. After clicking on **Configuration** option, the following page appears. Take the cursor to the left grid and click on **Delete Order Configuration**.

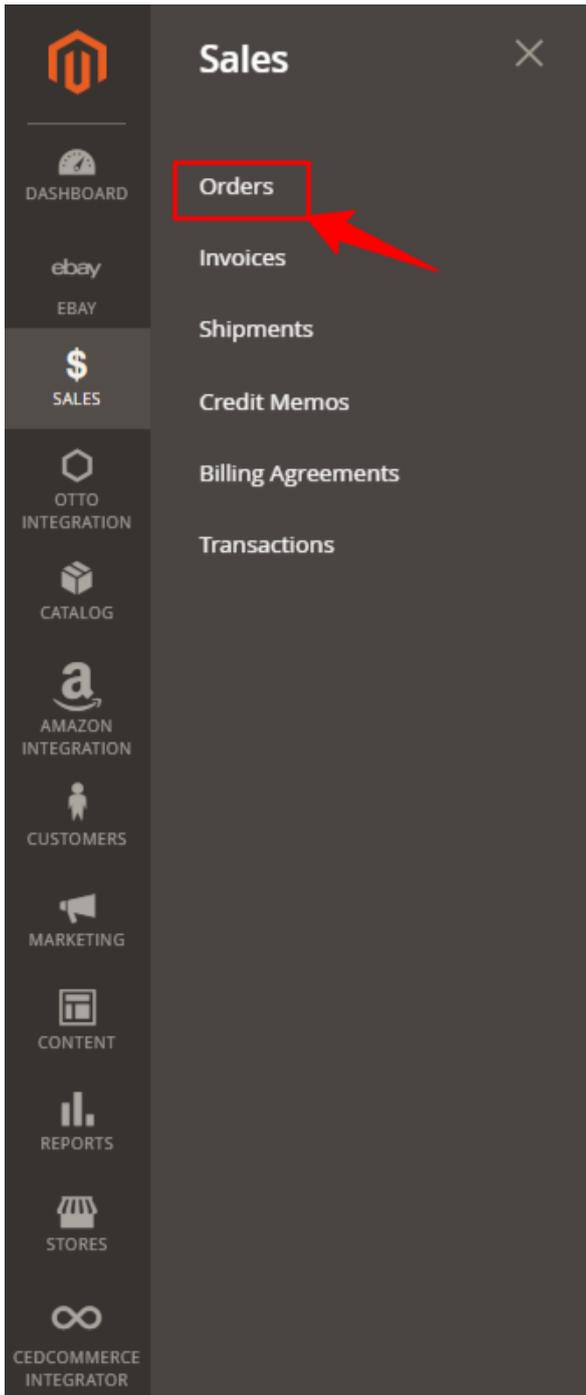


3. The **Delete Order Configuration** option takes you to the following page.



4. Go to the **Enabled** option select **Yes** and then click on the **Save Config** (Configuration) option present on the top right corner, to save the changes.

5. After saving the changes go to the dashboard , click on **Sales** menu present on the left navigation bar and then click on **Orders** option.



6. The following page appears after clicking on the **Orders** option.

## Orders

[Create New Order](#)

✓ Successfully deleted order #000000003.

 1 records found

20 per page 1 of 1

| <input type="checkbox"/> | ID        | Purchase Point   | Purchase Date           | Bill-to Name | Ship-to Name | Grand Total (Base) | Grand Total (Purchased) | Status  | Action               | Allocated sources | Signifyd Guarantee Decision |
|--------------------------|-----------|--|-------------------------|--------------|--------------|--------------------|-------------------------|---------|----------------------|-------------------|-----------------------------|
| <input type="checkbox"/> | 000000004 | Main Website<br>Main Website Store<br>Default Store View | May 19, 2023 2:55:32 AM | Vishal Singh | Vishal Singh | \$105.00           | \$105.00                | Pending | <a href="#">View</a> |                   |                             |

7. Select the orders you wish to delete by clicking on the check boxes.

8. On the left side go to **Actions** and select **Delete Orders** option.

## Orders

[Create New Order](#)

 2 records found

20 per page 1 of 1

| <input type="checkbox"/> | ID        | Purchase Point   | Purchase Date           | Bill-to Name | Ship-to Name | Grand Total (Base) | Grand Total (Purchased) | Status  | Action               | Allocated sources | Signifyd Guarantee Decision |
|--------------------------|-----------|--|-------------------------|--------------|--------------|--------------------|-------------------------|---------|----------------------|-------------------|-----------------------------|
| <input type="checkbox"/> | 000000003 | Main Website<br>Main Website Store<br>Default Store View | May 19, 2023 2:55:04 AM | Vishal Singh | Vishal Singh | \$105.00           | \$105.00                | Pending | <a href="#">View</a> |                   |                             |
| <input type="checkbox"/> | 000000004 | Main Website<br>Main Website Store<br>Default Store View | May 19, 2023 2:55:32 AM | Vishal Singh | Vishal Singh | \$105.00           | \$105.00                | Pending | <a href="#">View</a> |                   |                             |

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9. After clicking on the Delete Orders option , a pop up box will appear, proceed further by clicking on **OK**.

Orders

2 records found (1 selected)

| <input checked="" type="checkbox"/> | ID        | Purchase Point   | Purchase Date           | Bill-to Name | Ship-to Name | Grand Total (Base) | Grand Total (Purchased) | Status  | Action               | Allocated sources | Signifyd Guarantee Decision |
|-------------------------------------|-----------|--|-------------------------|--------------|--------------|--------------------|-------------------------|---------|----------------------|-------------------|-----------------------------|
| <input checked="" type="checkbox"/> | 000000003 | Main Website<br>Main Website Store<br>Default Store View | May 19, 2023 2:55:04 AM | Vishal Singh | Vishal Singh | \$105.00           | \$105.00                | Pending | <a href="#">View</a> |                   |                             |
| <input type="checkbox"/>            | 000000004 | Main Website<br>Main Website Store<br>Default Store View | May 19, 2023 2:55:32 AM | Vishal Singh | Vishal Singh | \$105.00           | \$105.00                | Pending | <a href="#">View</a> |                   |                             |

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Delete Orders

Are you sure you want to delete selected order(s)? (1 record)

[Cancel](#)

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10. After clicking on Ok option on the pop up , a notification will appear with a message of successful deletion of orders.

11. Go to the right side of the navigation bar, then click on the **Action** and then on **View**.

## Orders

[Create New Order](#)

✓ Successfully deleted order #000000003.


1 records found
20 per page
 <
1 of 1
 >

| ID        | Purchase Point   | Purchase Date           | Bill-to Name | Ship-to Name | Grand Total (Base) | Grand Total (Purchased) | Status  | Action               | Allocated sources | Signifyd Guarantee Decision |
|-----------|--|-------------------------|--------------|--------------|--------------------|-------------------------|---------|----------------------|-------------------|-----------------------------|
| 000000004 | Main Website<br>Main Website Store<br>Default Store View | May 19, 2023 2:55:32 AM | Vishal Singh | Vishal Singh | \$105.00           | \$105.00                | Pending | <a href="#">View</a> |                   |                             |

12. The **View** option will lead to the following page.

#000000004

[Back](#)
[Delete](#)
[Cancel](#)
[Send Email](#)
[Hold](#)
[Invoice](#)
[Ship](#)
[Reorder](#)
[Edit](#)

**ORDER VIEW**

- [Information](#)
- [Invoices](#)
- [Credit Memos](#)
- [Shipments](#)
- [Comments History](#)

**Order & Account Information**

Order # 000000004 (The order confirmation email was sent)

|                |  |
|----------------|--|
| Order Date     | May 19, 2023, 2:55:32 AM                                 |
| Order Status   | Pending  |
| eBay Order Id  |  |
| Purchased From | Main Website<br>Main Website Store<br>Default Store View |
| Placed from IP | 14.97.110.186  |

**Account Information** [Edit Customer](#)

|                |         |
|----------------|---------|
| Customer Name  |         |
| Email          |         |
| Customer Group | General |

**Address Information**

|   |  |
|---|--|
| <b>Billing Address</b> <a href="#">Edit</a> | <b>Shipping Address</b> <a href="#">Edit</a> |
|---|--|

13. On left hand grid , go to the **Order View** option , go to **Information** and then on **Delete** Option as shown by arrow.

14. After clicking on the **Delete** option, the order gets permanently deleted from the store.

15. **Invoices/shipments/credit memos** which are linked with the products gets automatically deleted.

The screenshot displays three overlapping panels from a web application. The top panel is titled "Credit Memos" and shows a search bar, a "Filters" button, and a "1 records found" status. The middle panel is titled "Invoices" and shows a search bar, a "Filters" button, and a "2 records found" status. The bottom panel is titled "Shipments" and shows a search bar, a "Filters" button, and a "2 records found" status. This panel contains a table with the following data:

| Shipment  | Ship Date               | Order #   | Order Date              | Ship-to Name      | Total Quantity | Action               | Order Assignment       |
|-----------|-------------------------|-----------|-------------------------|-------------------|----------------|----------------------|------------------------|
| 000000001 | Feb 15, 2022 7:31:33 PM | 000000001 | Feb 15, 2022 7:31:33 PM | Veronica Cestello | 1.0000         | <a href="#">View</a> | No assignment required |
| 000000002 | Feb 15, 2022 7:31:34 PM | 000000002 | Feb 15, 2022 7:31:33 PM | Veronica Cestello | 1.0000         | <a href="#">View</a> | No assignment required |