

# **Michaels Integration For WooCommerce**

by CedCommerce Products Documentation

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## 1. Overview of the App

### Michaels Marketplace

Michaels is a unique marketplace aiming at bringing the creative community on a single platform for the right audience to appreciate and buy creative, handmade products.

The outstanding perks of no fee on listings, Free In-store, and Curbside delivery along with Michaels rewards make this marketplace a suitable place to start an online business even for small and medium-scale businesses. Not to mention, the marketplace delivers best-selling incentives suitable for current customer expectations and trends.

### CedCommerce-A promising one-stop e-commerce solution

Operating in the eCommerce world for a substantial period of time, CedCommerce has successfully held a significant position in the **building**, **scaling**, and **upgrading** of businesses of all sizes with remarkable integration solutions across multiple marketplaces and frameworks.

### Salient features of Michaels WooCommerce Integration

Michaels Integration For WooCommerce provides the complete integration solution to the WooCommerce store owners offering an opportunity to sell their store products on **michaels.com**. **Michaels Integration for WooCommerce** interacts with the Michaels marketplace to integrate the synchronized product listing between the WooCommerce and Michaels retailers.

After the installation, the store owner can select Michaels categories and can fill in their respective attributes and the dependent attributes on the WooCommerce store. The process enables the store owner to configure the desired product category to automatically submit the selected product in the same category on Michaels.

There are several other highlighted features that are mentioned below:

#### Effortless Feed Optimization

The app assures simplified product listing, update, and upload—no more juggling and switching between the two platforms. In addition, you can optimize product feeds from one centralized place.

#### Real-time Synchronization

The app synchronizes your WooCommerce Store product(s) with Michaels. So whenever you make any changes in items such as Product title, description, inventory, prices – or receive an order on the marketplace, it gets synchronized in real-time.

#### Product Category Mapping

Following the “Many-to-one category mapping philosophy,” the app enables you to map many categories of the WooCommerce store to a single category of Michaels. Besides, you can also map the store’s product categories and attributes of items in bulk with respective Michaels product categories and item attributes.

#### Quick Product Upload

The app lets you select the products you want to list on Michaels and upload them in one go. It eliminates manual errors and saves time for other essential tasks.

## Order Management

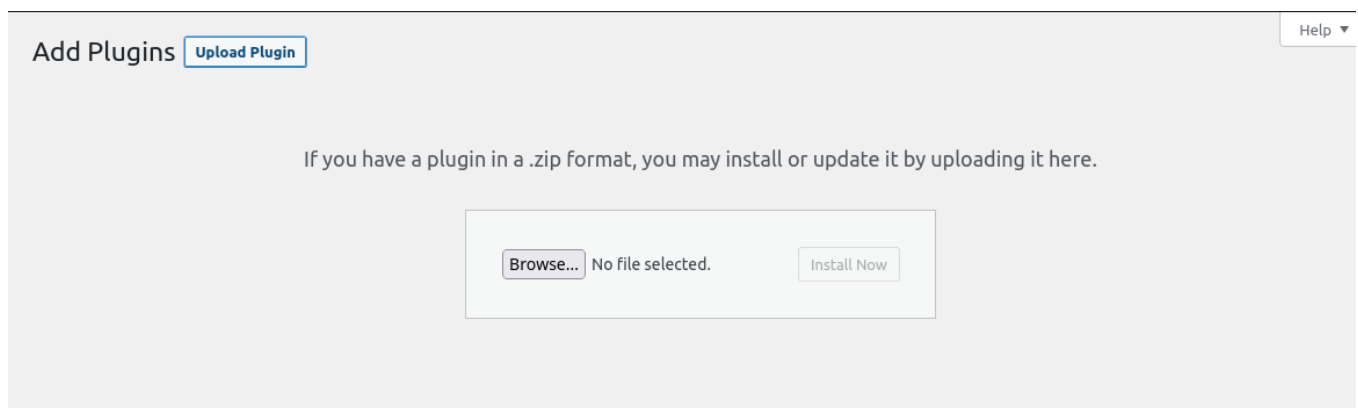
It has a centralized order management feature that enables you to keep track of all the orders placed on the Michaels marketplace. Get instant notification on the app whenever an order is placed on the market not to delay fulfillment.

## 2. WooCommerce Plugin Installation

You can install the WooCommerce Plugin in 5 simple steps:

### Step 1

The first step is installing the WooCommerce Plugin. If you have access to the WooCommerce Plugin zip format (by CedCommerce), add that zip file by selecting **Upload Plugins**.



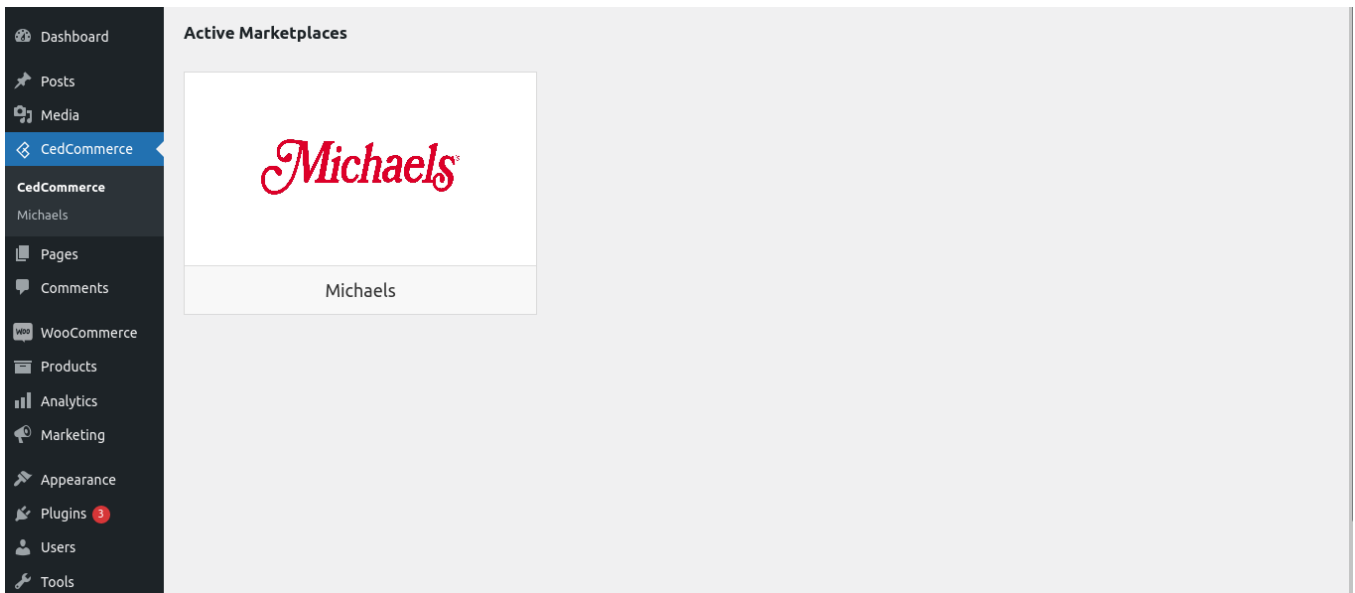
### Step 2

Click on the **Activate Plugin** button to install the App.



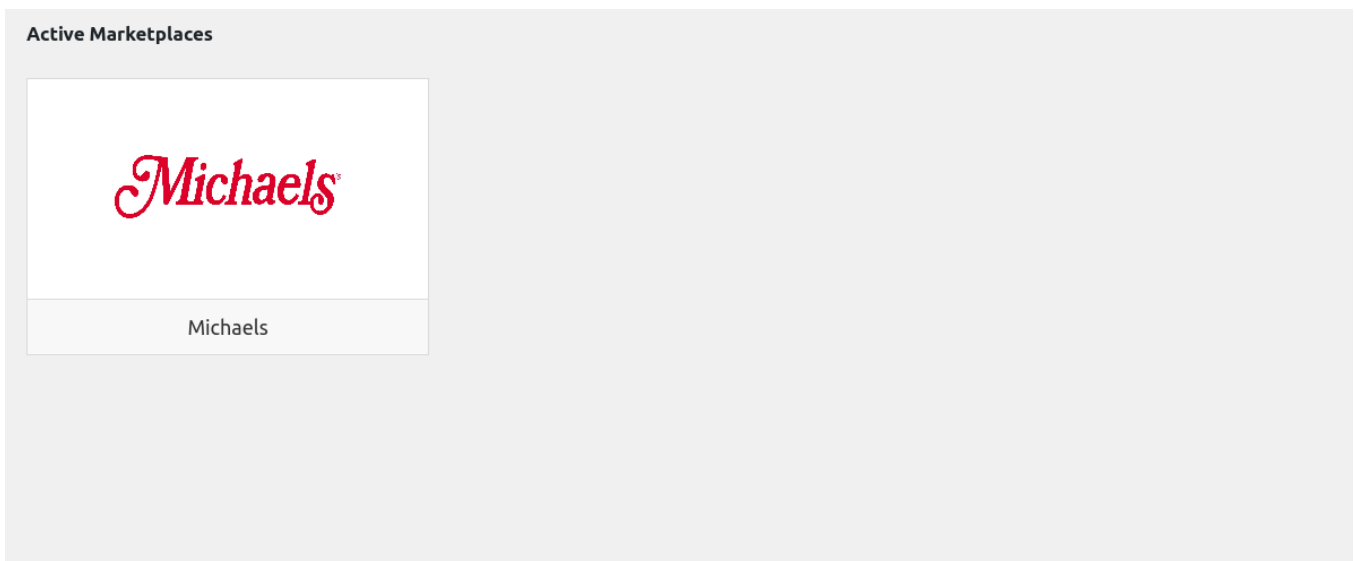
### Step 3

Once you have activated the Plugin, you will be redirected to the CedCommerce menu. Here you need to choose **Michaels** in the menu.



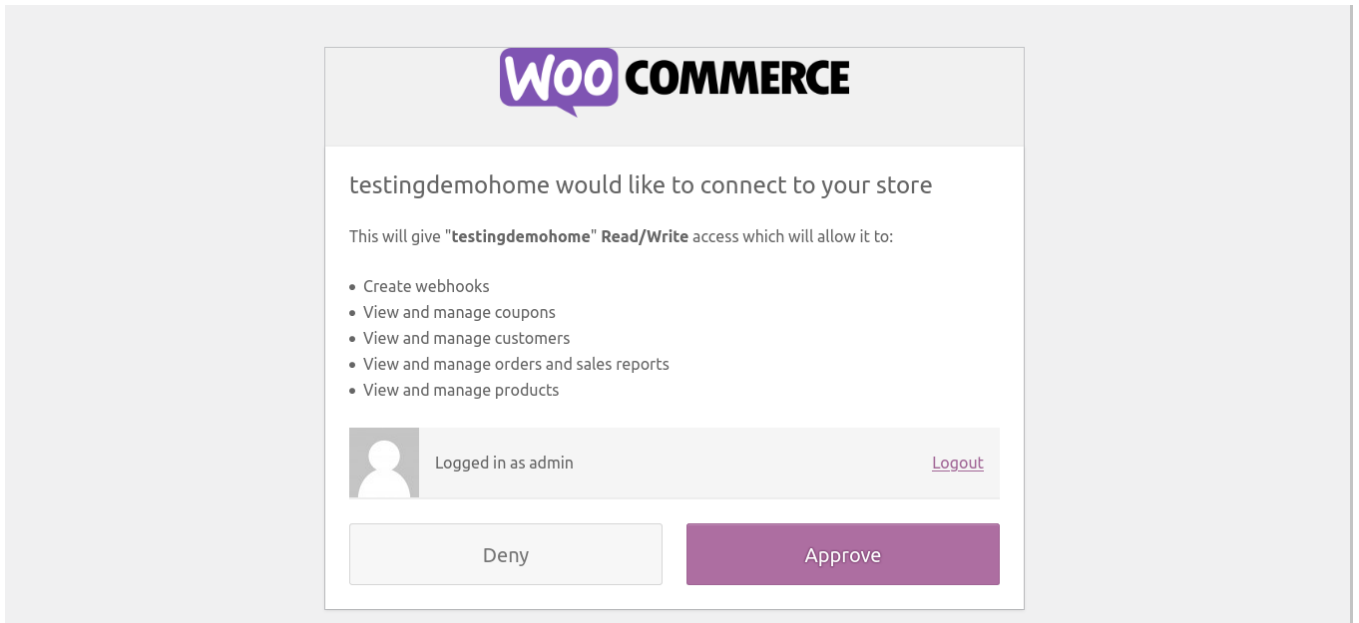
## Step 4

Now click on the Michaels Integration to proceed further with the Permission Approval and Onboarding process.



## Step 5

Now, click on Approve, to give permissions to your WooCommerce store. From here onwards, you will head to the next step of the Onboarding process.



### 3. Onboarding of the App

The onboarding process guides you through the important section and steps that need to be undertaken in order to connect your WooCommerce store to the Michaels platforms efficiently.

After the installation of the app, you have to set up the configuration settings to establish a connection between the WooCommerce store and Michaels Seller Panel.

The Onboarding process is divided into the following two steps:

- **Michaels API authentication**(<https://docs.cedcommerce.com/woocommerce/michaels-integration-woocommerce/?section=michaels-api-authentication-2>)
- **Profiling**(<https://docs.cedcommerce.com/woocommerce/michaels-integration-woocommerce/?section=default-profiling-2>)

#### 3.1. Michaels API Authentication

Here you will have to connect your Michaels account with the Michaels WooCommerce Integration App.

- Click on the **Connect** button to proceed ahead.

STEP 1 /2

### Connect Your Account

Please connect with your Michaels account



Connect

#### How to get an API key

- 1 Login to your Michaels Account
- 2 Click on My Account and select login type Marketplace
- 3 Click on the Add New Key for CedCommerce
- 4 Select CedCommerce for the new delegated Access Key

Help

- After clicking on the Connect button, you will have to enter your email and API key.

### Connect to Michaels

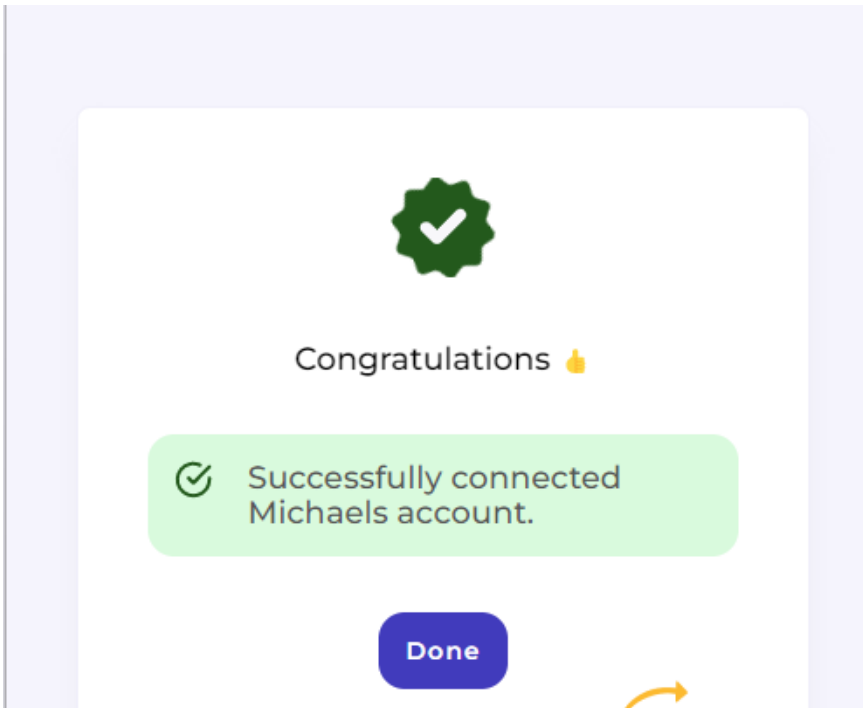
Enter Email \*

Enter API Key \*

☒ I agree to the [terms and conditions](#)

Submit

- Once done, click on the **Submit** button. Then, you will receive a confirmation message as shown below.



### 3.2. Default Profiling

The sections will help you edit and manage your default profile by choosing specific fields for your listings per category. Setting profiles help reduce creating profiles repeatedly whenever a new product is uploaded. In case you have not created a profile for any of your product category, the **Default Profile** is automatically applied on those products.

Here you need to choose the **Michaels category, attributes, shipping, and returns** in which you want to sell and assign the WooCommerce products.

#### Category Mapping

For this, select your product's category under **Select Product Category** for Mapping as displayed below.



**STEP 2 /2**

**Create Default Profile**  
Complete the necessary details for creating the 'Default' profile

**Select Product Category**  
Select the 'Category' that best defines your product(s).  
**Note:** Based on the selected category, you will further map WooCommerce attributes with Michaels attributes.

Shop Categories > Apparel Crafts

Shop Categories > Apparel Crafts

**Select Attribute Mapping**  
Through 'Attribute Mapping' you can enhance your product catalog with additional product information.

**Required Attributes:** These are the compulsory attributes that must be selected for mapping WooCommerce attributes with Michaels attributes.  
**Variation Attributes:** These are optional attributes that map additional variant information of the product(s) on Michaels.  
**Recommended Attributes:** These are optional attributes that add quality to your product listing with more features.

**Shipping & Return Details**  
Enable the options that best define your product(s) shipping and return settings. This helps the app to reflect the selected details on Michaels.

Is the item ground shipping only? ☐

Is this item restricted from shipping to AK and/or HI? ☐

Does the listing contain flammable materials? ☐

Are you required to display a California Proposition 65 warning on this item? ☐

Does this listing contain hazardous materials? ☐

Are there any hazard, choking, or safety warnings required to be displayed for this listing? ☐

Override shipping rates ☐

Override return policy for items ☐

**Save**

Under Select Product Category, click on **select** and **choose your category from the dropdown**. After selecting your category, you will see your selected category in the green box

**STEP 2 /2**

**Create Default Profile**  
Complete the necessary details for creating the 'Default' profile

**Select Product Category**  
Select the 'Category' that best defines your product(s).  
**Note:** Based on the selected category, you will further map WooCommerce attributes with Michaels attributes.

Shop Categories > Apparel Crafts

Shop Categories > Apparel Crafts

## Attribute Mapping

Thereafter, in Attribute(s) Mapping, you need to map all the required attributes. Variation and Recommended attributes are optional. Attributes **enhance the visibility of your product catalog** among the shoppers (they can shop using filters plus recommendations) across the Michaels marketplace.

- **Required Attributes:** These are the compulsory attributes that must be selected for mapping WooCommerce attributes with Michaels attributes.
- **Variation Attributes:** These are optional attributes that map additional variant information of the product(s) on Michaels.
- **Recommended Attributes:** These are optional attributes that add quality to your product listing with more features.

**Select Attribute Mapping**  
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**Recommended Attributes:** These are optional attributes that add quality to your product listing with more features.

Required Attributes

Variation Attributes

Recommended Attributes

Standard Michaels Attributes	Match Type	Value
✓ GTIN	Attribute	Ced Michaels Gtin
✓ Brand	Fixed	
✓ Weight Unit	Predefined	Select
✓ Dimension Unit	Predefined	In
✓ Length	Attribute	Length

**Note:** Take note of the formula of the dimensions. These dimensions should be strictly followed to generate the shipping label. What it means is that if the dimensions chosen exceed what is acceptable for generating shipping labels, then your input will not be acceptable. Below is the formula for the dimensions that you must abide by:

**Length:**  $\text{length} < 108 \text{ inch}$  and  $2 * \text{width} + 2 * \text{height} + \text{length} < 165 \text{ inch}$

**Width:**  $2 * \text{width} + 2 * \text{height} + \text{length} < 165 \text{ inches}$

**Height:**  $2 * \text{width} + 2 * \text{height} + \text{length} < 165 \text{ inch}$

**Weight:**  $< 150 \text{ lb (70kg)}$

## Shipping & Return

After you have completed the attribute mapping, you need to choose the shipping and return options for your product(s).

Shipping & Return Details	
Enable the options that best define your product(s) shipping and return settings. This helps the app to reflect the selected details on Michaels.	Is the item ground shipping only?
	Is this item restricted from shipping to AK and/or HI?
	Does the listing contain flammable materials?
	Are you required to display a California Proposition 65 warning on this item?
	Does this listing contain hazardous materials?
	Are there any hazard, choking, or safety warnings required to be displayed for this listing?
	Override shipping rates
	Override return policy for items

- Is the item ground shipping only – The question asks you to confirm if this shipping will be on ground or air or water etc.
- Is this item restricted from shipping to AK and/or HI – The question is whether you can ship in Alaska or

Hawaii.

- Does the listing contain flammable materials – You have to mark if the products are flammable or inflammable.
- Are you required to display a California Proposition 65 warning on this item – This question talks about California Prop 65, which means businesses to provide warnings to Californians about significant exposures to chemicals that cause cancer, birth defects, or other reproductive harm.
- Does the listing include hazardous materials – You need to mark this question if your listing has hazardous items.
- Are there any hazard, choking, or safety warnings required to be displayed for this listing – The question demands consent if the listing has any items with the mentioned features?
- Override shipping rates- In case you want to put your own shipping rides, you can tick to override the current shipping rates.
- Override return policy for items – In case you want to put your own return policies, you can tick to override the current override return policy for items.

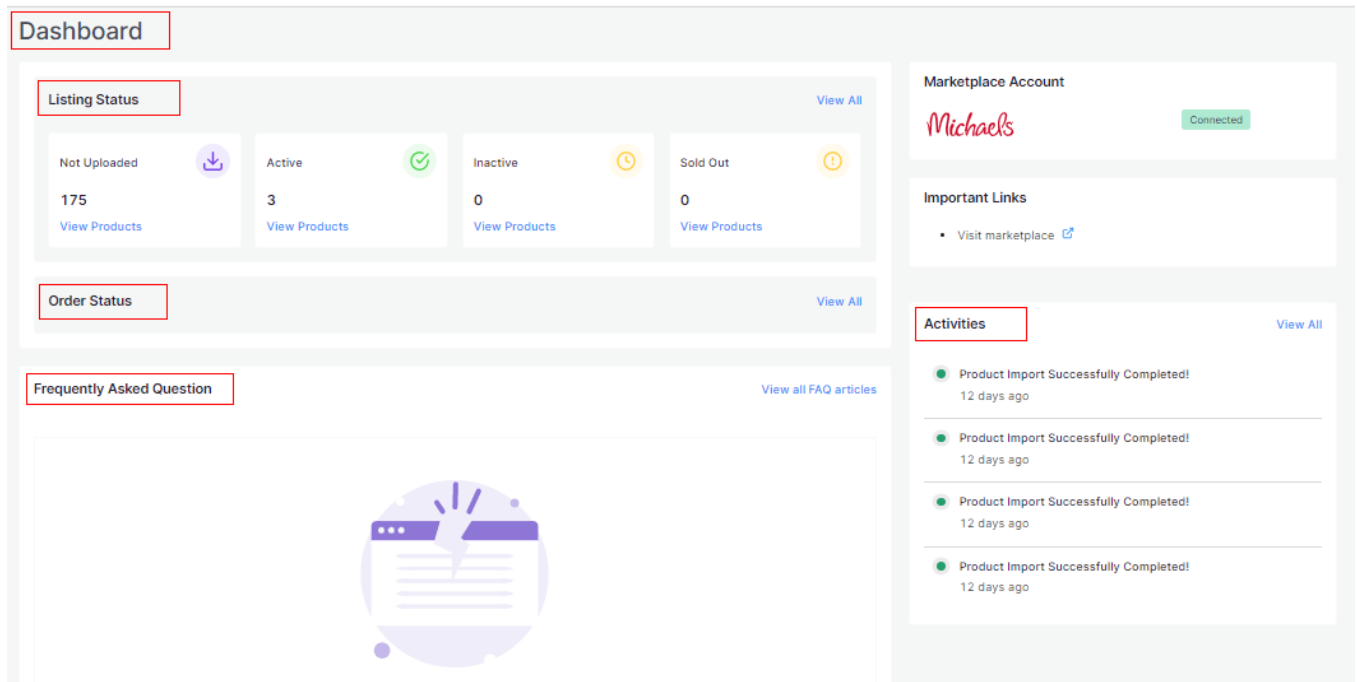
Once done, click on the **Save** button to complete the onboarding process.

## 4. Dashboard

Once you have successfully completed the onboarding steps, you will be directed to the app's dashboard.

A dashboard tracks and keeps the record of products imported and uploaded along with all the recent activities. It showcases the following details:

- The status of the products that have been imported or uploaded on Michaels marketplace.
- It shows the order status.
- The recent activities performed by the application.
- Lastly, FAQs help you with all the answers at the start of the app.



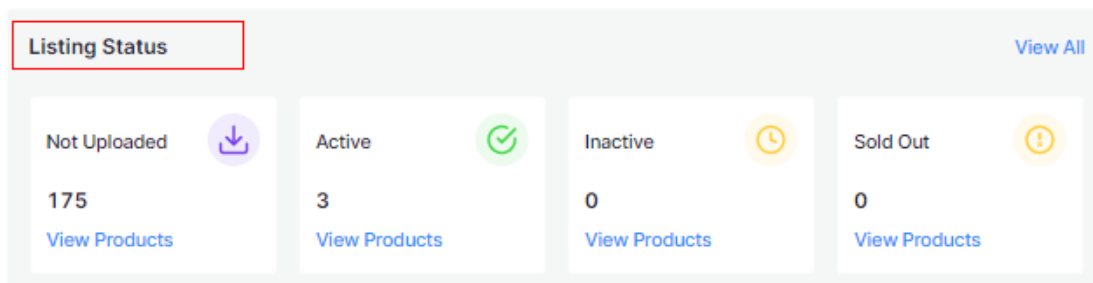
Let's understand each section in detail

## Listing Status

The next is the Product section. The Product gives you an insight into the current status of your products. These statuses are displayed under the below-mentioned categories.

- Not Uploaded
- Inactive
- Active
- Sold out

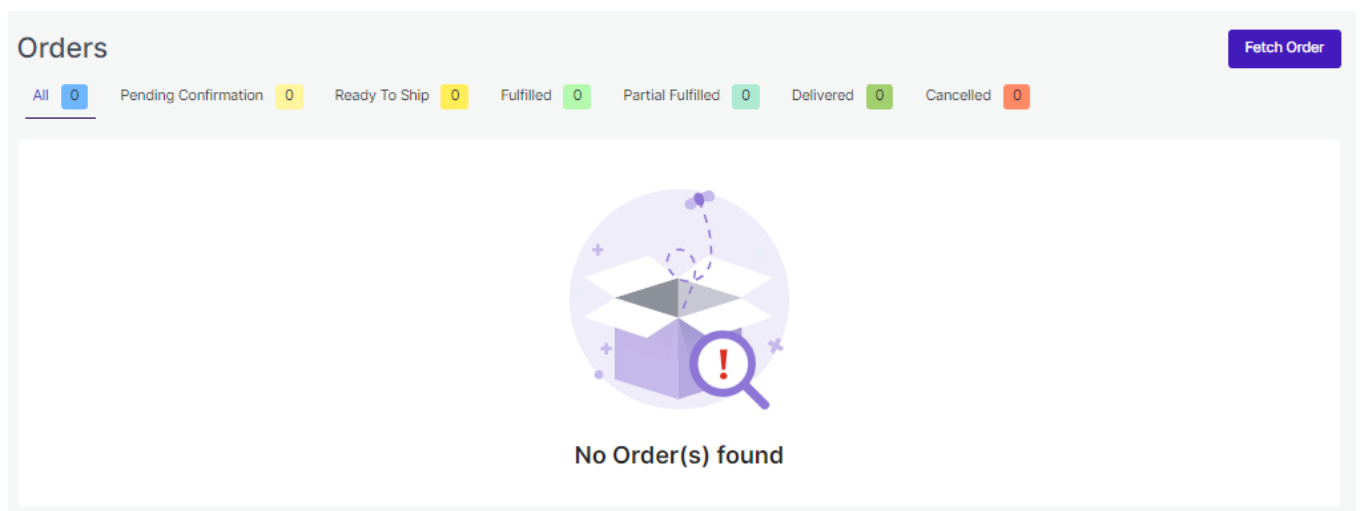
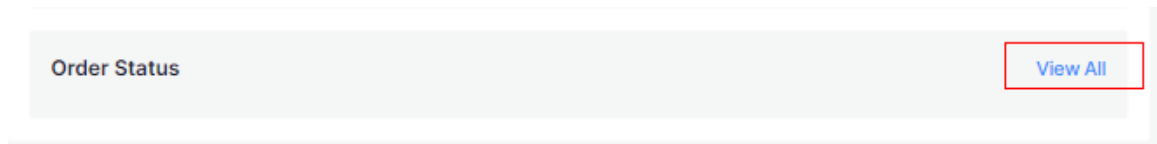
You can look at the image below for clarity:



To view all the listings in detail, click on 'View All' and you will be redirected to Listings tab.

## Order Status

The next section you get to see is the order section. All you need to do is click on the 'View All' button and you will be redirected to the Orders tab.

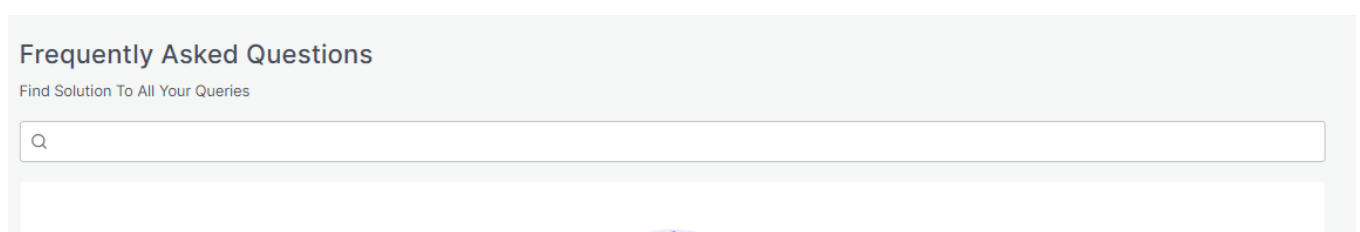


The order section displays the status of your orders under different categories.

- Pending confirmation
- Ready to ship
- Fulfilled
- Partial Fulfilled
- Delivered
- Cancelled

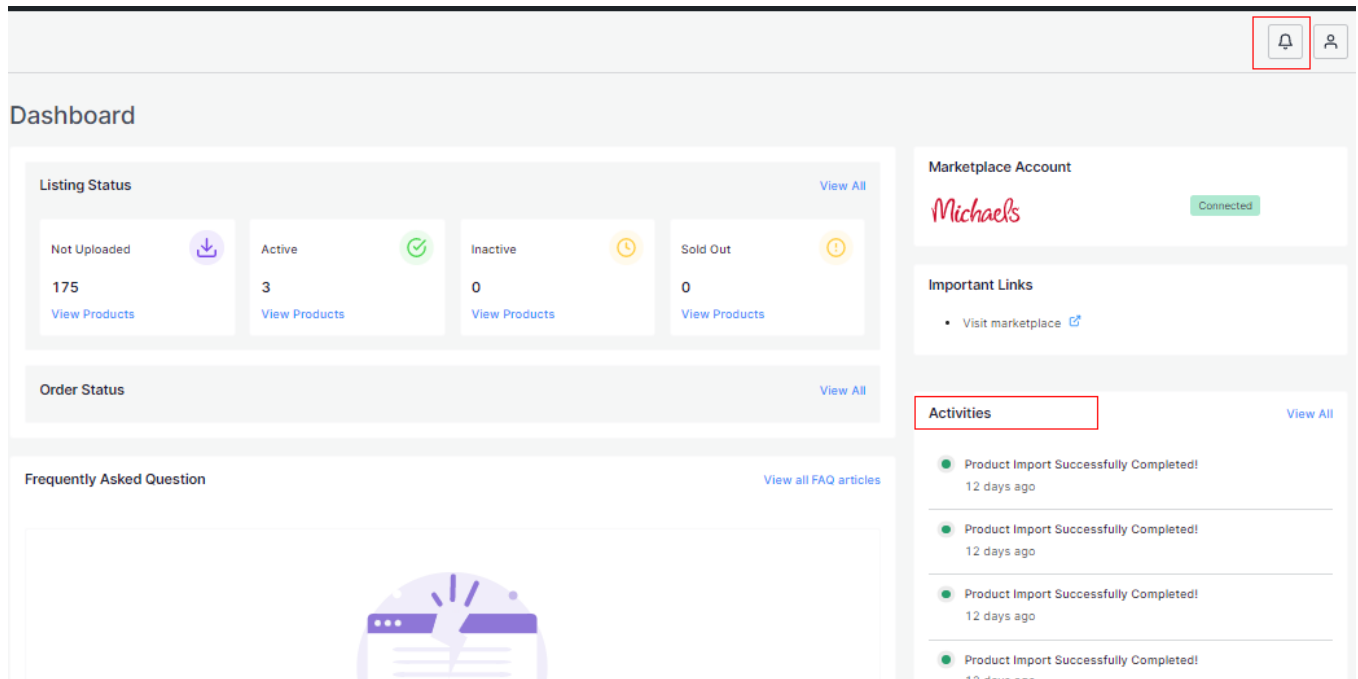
## FAQ

The FAQ section displays the important questions that you might have as sellers while operating the app.



## Completed Activities

This section of the Dashboard helps you to get all the ongoing or completed activities you have recently performed. This is how it looks:



To visit the Activities sections completely, click on the 'Bell icon' on the side top as marked above in the image and you will be redirected to Activities Tab.

## Activities

Items : 10 ▾ Showing 1 - 4 of 4 < 1 of 1 >

### Completed Activities

[Clear Activities](#)

- Product Import Successfully Completed!  
2023-05-18T13:31:11 GMT
- Product Import Successfully Completed!  
2023-05-18T13:31:09 GMT
- Product Import Successfully Completed!  
2023-05-18T11:08:39 GMT
- Product Import Successfully Completed!  
2023-05-18T11:08:37 GMT

Here we end with the Dashboard tab. Just below the dashboard app is the Category Template tab.

## 5. Category Template

**Category Template** is all about creating a category of a similar product set or creating templates for several products in which you wish to upload them.

Category Template

[Edit Default Category Template](#)
[Create Category Template](#)

Items: 10 ▾ < 1 of 1 >

Name	Category	Rule(s)	Total Listing(s) Affected	Actions
19may1	Apparel Crafts > Accessories > Aprons	<a href="#">View Rules</a>	5	⋮
Title12	Apparel Crafts > Accessories > Aprons	<a href="#">View Rules</a>	3	⋮
kfjsdklfdsjflksdfjkskifjdeklsd...	Apparel Crafts > Accessories	<a href="#">View Rules</a>	0	⋮
testing	Apparel Crafts > Accessories > Aprons	<a href="#">View Rules</a>	0	⋮
test	Apparel Crafts > Accessories > Aprons	<a href="#">View Rules</a>	2	⋮
amamamamaajsdiokjfvioimsfjdfoid...	Apparel Crafts > Accessories	<a href="#">View Rules</a>	0	⋮

By such refined categorizations, templates not only save time in performing multiple operations on a particular product set but also **makes the process easier while uploading the products.**

It is divided into two parts: Creating New category template and Editing Existing or default template.

## New Category Template

<
New Category Template
Save

**Category Template Name**  
Category Template Name must be unique and between 4-50 characters

**Select Listing Category**  
Choose the 'Category' that best defines your listings.

loading categories

**Note:** Based on the selected category, you will further map WooCommerce attributes with Michaels attributes.

**Listings Selection Criteria**  
Create Rule Groups (query) to fetch a particular set of the listings in the current template.

- Select **Any Condition**: this will fetch the listings fulfilling any of the conditions created.
- Select **All Conditions**: this will fetch the listings fulfilling all the conditions created.

☐ Override Listings  
Select this option if you wish to override listings with templates already assigned.

Filter Group
☒ Any Condition
☐ All Conditions

Title

Contains

## Edit Default/Existing Category Template

<
Default Category Template
Save

**Select Listing Category**  
Choose the 'Category' that best defines your listings.

Apparel Crafts > Seasonal & Costumes > Shop by Theme > Funny Halloween Costumes

Apparel Crafts > Seasonal & Costumes > Shop by Theme > Funny Halloween Costumes

**Note:** Based on the selected category, you will further map Shopify attributes with Michaels attributes.

**Select Attribute Mapping**  
Through 'Attribute Mapping' you can enhance your listing catalog with additional listing information.

**Listing Attribute(s):** This will help you in mapping your Shopify Attribute with Michaels Attribute.

*Required Values:* These are the mandatory attributes that must be selected to publish your listings on Michaels.

*Optional Values:* These are optional attributes that add quality to your listing with more features.

**Variation Attribute:** These are the mandatory attributes that must be selected if you have **variations in your listings**.

Listing Attributes

Variation Attributes



## 5.1. How to create a new Template

As you already know by now, that while onboarding the app, you must set your default template so that any new listing can be at least assigned under a default template if there aren't any. However, you can always create new template just like you created your default template.

### Begin with the following instructions:

- Go to Category Template tab and click on the Create Category template as shown below:

Name	Category	Rule(s)	Total Listing(s) Affected	Actions
19may1	Apparel Crafts > Accessories > Aprons	View Rules	5	⋮
Title12	Apparel Crafts > Accessories > Aprons	View Rules	3	⋮
kfjsdklfdsjflksdfjdsklfjdeklsd...	Apparel Crafts > Accessories	View Rules	0	⋮
testing	Apparel Crafts > Accessories > Aprons	View Rules	0	⋮
test	Apparel Crafts > Accessories > Aprons	View Rules	2	⋮
amamamamaajsdiojkfviomsfjdfoid...	Apparel Crafts > Accessories	View Rules	0	⋮

- Create Profile Name:** Next you will be redirected to the template creation page where you will need to first enter a **Profile Name** (remember every profile name has to be unique).

< New Category Template Save

Category Template Name  
Category Template Name must be unique and between 4-50 characters

Enter profile name

- Choose Listing Category:** Choose your listing category that best defines your listings. Click on the arrow and keep choosing your categories until you get a specific and exact category.

Select Listing Category

Choose the 'Category' that best defines your listings.

**Note:** Based on the selected category, you will further map WooCommerce attributes with Michaels attributes.

Listings Selection Criteria

Create Rule Groups (query) to fetch a particular set of the listings in the current template.

- Select **Any Condition**: this will fetch the listings fulfilling any of the conditions created.

Select

Q Search

Apparel Crafts > Accessories  
Apparel Crafts > Accessories > Aprons  
Apparel Crafts > Accessories > Bandanas  
Apparel Crafts > Accessories > Hats  
Apparel Crafts > Accessories > Pet  
Apparel Crafts > Iron-Ons & Appliques > Transfer Paper

- Once you are done with **completing the basic profile creation part**, you will be shifting to the next step, **“Attribute Mapping”** which will be just below as guided in **the next step**.

It is mandatory to **map all the required attributes** in the attribute mapping. The same can be edited at any time after profile creation.

Select Attribute Mapping

Through 'Attribute Mapping' you can enhance your product catalog with additional product information.

**Required Attributes:** These are the compulsory attributes that must be selected for mapping WooCommerce attributes with Michaels attributes.

**Variation Attributes:** These are optional attributes that map additional variant information of the product(s) on Michaels.

**Recommended Attributes:** These are optional attributes that add quality to your product listing with more features.

Required Attributes

Variation Attributes

Recommended Attributes

You will get three options – **Required**, **Variation**, and **Recommended** to map your attributes. **Required** is a compulsory option whereas **Variation** and **Recommended** are optional. You can either choose two, three, or just the Required attributes to proceed further.

## Required Attributes

Under **Required**, the attribute mapping is done on the basis of Brand, Weight, Height, Width, and Length to the category that you have selected in the previous step.

There are two headings -Match Type and Value.

Under **Match Type** you will have two options to choose from **Attribute** and **Fixed**.

Standard Michaels Attributes	Match Type	Value
<input checked="" type="checkbox"/> GTIN	Attribute	Ced Michaels Gtin
<input type="checkbox"/> Brand	Fixed	
<input type="checkbox"/> Weight Unit	Fixed	Select
<input checked="" type="checkbox"/> Dimension Unit	Predefined	In
<input checked="" type="checkbox"/> Length	Attribute	Length

Variation Attributes

Recommended Attributes

If chosen Attribute, you will have further options as a drop-down under Value to choose from. The dropdown will have the necessary options against GTIN, Brand, Weight Unit, or Dimension unit.

Standard Michaels Attributes	Match Type	Value
<input checked="" type="checkbox"/> GTIN	Attribute	Ced Michaels Gtin
<input type="checkbox"/> Brand	Attribute	Select
<input type="checkbox"/> Weight Unit	Predefined	Search
<input checked="" type="checkbox"/> Dimension Unit	Predefined	Wp Page Template
<input checked="" type="checkbox"/> Length	Attribute	Wp Attached File
		Wp Attachment Metadata
		Wc Attachment Source

Whereas, if chosen **Fixed**, you will have to choose and assign a **Value** on your own (in other words, you are

allowed to add a custom value under this).

Required Attributes

Standard Michaels Attributes	Match Type	Value
<input checked="" type="checkbox"/> Brand	Fixed	

Variation Attributes

Under **Variations**, the attribute mapping is done on the basis of Size, Color, Model, and Count.

Variation Attributes

Standard Michaels Attributes	Match Type	Value
<input checked="" type="checkbox"/> Color	Attribute	Select Items
<input checked="" type="checkbox"/> Size	Attribute	Select Items
<input checked="" type="checkbox"/> Model	Attribute	Select Items
<input checked="" type="checkbox"/> Count	Attribute	Select Items

Under **Match Type** you have one option **Attribute**.

You will have to further choose **Value** from the dropdown: Title, SKU, Brand, Product id, Quantity, weight, weight unit, color, barcode, height, weight, length, and width.

Standard Michaels Attributes	Match Type	Value
<input checked="" type="checkbox"/> Color	Attribute	Select Items
<input checked="" type="checkbox"/> Size	Attribute	Select Items
<input checked="" type="checkbox"/> Model	Attribute	<div><input type="text" value="Search"/><ul style="list-style-type: none"><li><input type="checkbox"/> Color</li><li><input type="checkbox"/> Wp Page Template</li><li><input type="checkbox"/> Wp Attached File</li><li><input type="checkbox"/> Wp Attachment Metadata</li><li><input type="checkbox"/> Wp Attachment Source</li></ul></div>
<input checked="" type="checkbox"/> Count	Attribute	

Recommended Attributes

Recommended attributes are additional features and are completely optional. Based on the criteria given, you will have to select your option from the drop-down below.

Recommended Attributes

Standard Michaels Attributes	Match Type	Value
<input checked="" type="checkbox"/> size	Fixed	
<input checked="" type="checkbox"/> Color	Predefined	Select

With this, you finish your Attribute Mapping task!

- **Setting Rules and Conditions:** Further, you need to select “Rule” containing conditions to select a particular type of product in the template you are selecting. The Rule is based on **Any Condition** as well as **All Conditions** that define whether you want all the selected conditions or any of them to be true.

#### Listings Selection Criteria

Create Rule Groups (query) to fetch a particular set of the listings in the current template.

- Select **Any Condition**: this will fetch the listings fulfilling any of the conditions created.
- Select **All Conditions**: this will fetch the listings fulfilling all the conditions created.
- Click on **Add More** to add multiple conditions in the Rule Group.
- Click on **Run Query** to fetch the number of the listings falling under the rules/conditions created under Rule Group.

☐ Override Listings  
 Select this option if you wish to override listings with templates already assigned.

( Title equals necklace )

Filter Group
 ☒ Any Condition
 ☐ All Conditions

Title
 ▼

Equals
 ▼

necklace

Add Row

Run Query

⚠ 0 listing(s) found.

This section has many other features that you must understand one by one.

#### 1. How does “**Override**” work?

☐ Override Listings  
 Select this option if you wish to override listings with templates already assigned.

Suppose, earlier you have created a profile/template XYZ of a particular product set. Some of the **products** of profile XYZ are **mutual (common/same)** in the profile you are creating currently, let's say ABC.

Now, **if you enable the override option**, the mutual products will get removed from the profile XYZ and would be linked to your “new current” profile ABC.

Consequently, whenever you upload profile ABC to the Michaels Catalogue, those mutual products will get updated automatically with the details furnished under profile ABC (not XYZ). Therefore, be cautious while executing the changes.

2. In the “**Rule Group**”, choose Product Category any option from Title, Category, and, Tags. Further in the **Rule Group itself**, choose the **Value** from the **Contains** section's dropdown.

- Equals
- Not Equals
- Contains
- Does Not Contain

With respect to it, enter the **Filter Value** and **click on “Run Query”** as shown in the image below.

The screenshot shows a filter interface with a single rule group. The first dropdown is set to 'Title', the second to 'Contains', and the text input contains 'shoes'. Below these, there are two buttons: 'Add Row' and 'Run Query'. The 'Run Query' button is highlighted with a red box.

3. To add more groups, click on the option **Add Row**.

The screenshot shows the filter interface with three rule groups. Each group has a 'Title' dropdown, a 'Contains' operator, and a text input. The first group has 'shoes' in the input, while the others are empty. Each group has a 'Delete Row' link to its right. At the bottom, there are 'Add Row' and 'Run Query' buttons. The 'Add Row' button is highlighted with a red box.

In case you want to **add more rule groups**, click on logics “**Any**” or “**ALL**” and then “**Run Query**”. Let the app fetch the product details, and after that, click on “**Next**.”

4. You can choose **All conditions or Any Condition** to run a query.

The screenshot shows the top part of the filter interface. It includes a 'Filter Group' label and two radio buttons: 'Any Condition' (which is selected) and 'All Conditions'. A red box highlights these two options.

- **Shipping Dimensions:** Proceed next with shipping dimensions that will help match and sync shipping dimensions between Michaels and WooCommerce.

### Shipping Dimensions

Add values that define your Listing's dimension. This helps the app to reflect the assigned values on Michaels.

Michaels Attributes	WooCommerce Attributes
✓ Weight *	Weight ▼
✓ Length *	Length ▼
✓ Width *	Width ▼
✓ Height *	Height ▼

- **Shipping & Return:** After you have completed mapping and setting Rules, you need to move ahead with shipping and return details. The shipping and return help you and customers with all shipping and return policies for seamless delivery.

### Shipping & Return Details

Enable the options that best define your listings shipping and return settings. This helps the app to reflect the selected details on Michaels.

Is the item ground shipping only? ☐

Is this item restricted from shipping to AK and/or HI? ⓘ ☐

Does the listing contain flammable materials? ☐

Are you required to display a California Proposition 65 warning on this item? ☐

Does this listing contain hazardous materials? ☐

Are there any hazard, choking, or safety warnings required to be displayed for this listing? ☐

Override shipping rates ☐

Override return policy for items ☐

get to know in detail, what each option complies:

Is the item ground shipping only – The question asks you to confirm if this shipping will be on ground or air or water etc.

Is this item restricted from shipping to AK and/or HI – The question is whether you can ship in Alaska or Hawaii.

Does the listing contain flammable materials – You have to mark if the products are flammable or inflammable.

Are you required to display a California Proposition 65 warning on this item – This question talks about California Prop 65, which means businesses to provide warnings to Californians about



significant exposures to chemicals that cause cancer, birth defects, or other reproductive harm. Does the listing include hazardous materials – You need to mark this question if your listing has hazardous items.

Are there any hazard, choking, or safety warnings required to be displayed for this listing – The question demands consent if the listing has any items with the mentioned features?

Override shipping rates- In case you want to put your own shipping rides, you can tick to override the current shipping rates.

Override return policy for items – In case you want to put your own return policies, you can tick to override the current override return policy for items.

- Proceed with **Saving** the profile.

<
New Category Template

Save

Category Template Name

Category Template Name must be unique and between 4-50 characters

Select Listing Category

Choose the 'Category' that best defines your listings.

Select

**Note:** Based on the selected category, you will further map WooCommerce attributes with Michaels attributes.

•

Once saved, you will be prompted with the message “**Profile Created Successfully**” and further, you will be redirected to the “**Profile**” page having the details of the template created.

Category Template					<div>Edit Default Category Template</div> <div>Create Category Template</div>
<input type="text" value="Enter Category Template Name"/> <div>Q</div>		Items: 10 ▾ <div>&lt; 1 of 1 &gt;</div>			
Name	Category	Rule(s)	Total Listing(s) Affected	Actions	
19may1	Apparel Crafts > Accessories > Aprons	<div>View Rules</div>	5	<div></div>	
Title12	Apparel Crafts > Accessories > Aprons	<div>View Rules</div>	3	<div></div>	
kfjsdklfdsjflksdfjdsklfjdeklsd...	Apparel Crafts > Accessories	<div>View Rules</div>	0	<div></div>	
testing	Apparel Crafts > Accessories > Aprons	<div>View Rules</div>	0	<div></div>	
test	Apparel Crafts > Accessories > Aprons	<div>View Rules</div>	2	<div></div>	
amamamamaajsdiokfviomstjdfoid...	Apparel Crafts > Accessories	<div>View Rules</div>	0	<div></div>	

In case you want to **“Edit” or “Delete” the profile**, click on the three dots corresponding to that particular profile. According to the options displayed, you can choose what suits your case.

Category Template

Edit Default Category Template

Create Category Template

Items: 10 < 1 of 1 >

Name	Category	Rule(s)	Total Listing(s) Affected	Actions
19may1	Apparel Crafts > Accessories > Aprons	<a href="#">View Rules</a>	5	⋮
Title12	Apparel Crafts > Accessories > Aprons	<a href="#">View Rules</a>	3	⋮
ktjsdklfdsfjksdfjkslfdjksd...	Apparel Crafts > Accessories	<a href="#">View Rules</a>	0	⋮
testing	Apparel Crafts > Accessories > Aprons	<a href="#">View Rules</a>	0	⋮

Edit

Delete

With this, we are done with successfully creating a new template!

## 5.2. How to upload product profile-wise?

### Step 1

Go to the **“Listing Management”** Tab and click on the **“Bulk Publish”** button.

Listing Management

Bulk Publish

More Actions

All 195

Not Uploaded 144

Processing 0

Active 31

Inactive 0

Sold Out 1

Suspended 5

Error 14

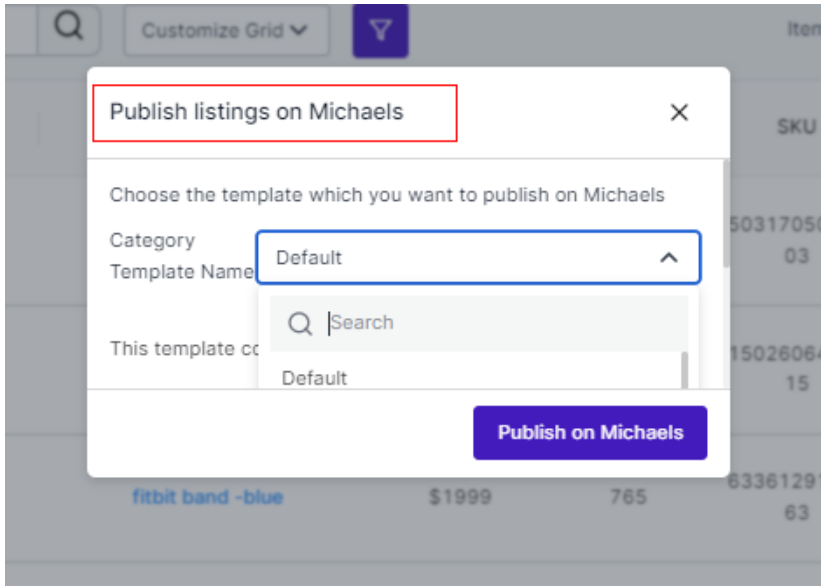
Customize Grid

Items : 10 Showing 1 - 10 of 195 < 1 of 20 >

<input type="checkbox"/>	Image	Title	Price	Quantity	SKU	Status	Category Template	Action
<input type="checkbox"/>		Shivam	\$543	8766	5031705077603	Not Uploaded	Default	⋮
<input type="checkbox"/>		fitbit band	\$1999	765	1502606447115	Not Uploaded	Default	⋮

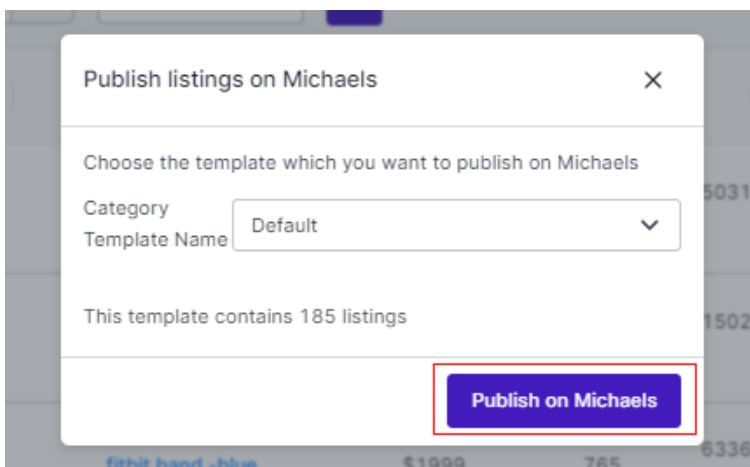
## Step 2

Once clicked on the button, a pop-up box will appear in front of you, click on the **drop-down menu** and **select the Template** you want to upload (as displayed below).



## Step 3

Now click on the **“Publish on Michaels”** button.



With this, all the products (or product-set) under the template selected will start uploading which you can view either in the **Activities Tab**.

## 6. Product Section

The Listing management tab comes next to Category Template Tab. This tab gives a comprehensive real-time status of the operations performed on the products. The tab enables bulk importing, bulk syncing, bulk uploading on Michaels. You can also perform several actions on individual products like Publishing, Activating, Deactivating and Deleting them per business needs.

Let's understand each feature and functionalities in detail:

	Image	Title	Price	Quantity	SKU	Status	Category Template	Action
<input type="checkbox"/>		Shivam	\$543	8766	5031705077603	Not Uploaded	Default	⋮
<input type="checkbox"/>		fitbit band	\$1999	765	1502606447115	Not Uploaded	Default	⋮
<input type="checkbox"/>		fitbit band -blue	\$1999	765	6336129116563	Not Uploaded	Default	⋮

### Side Top Bar

The right top bar just opposite to listings(heading) serves three options.

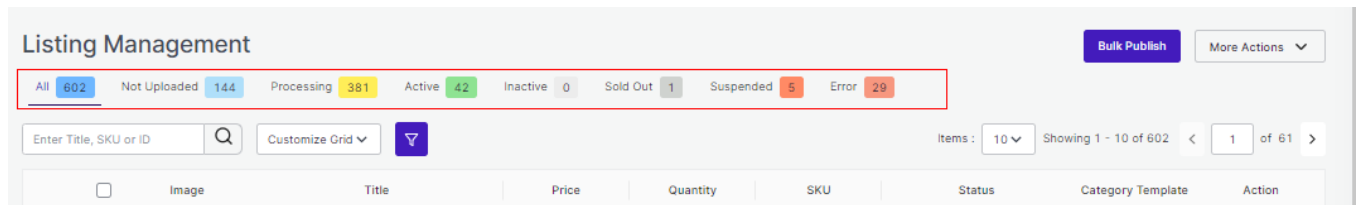
Listing Management								
<div> <span>All 602</span> <span>Not Uploaded 144</span> <span>Processing 0</span> <span>Active 31</span> <span>Inactive 0</span> <span>Sold Out 1</span> <span>Suspended 5</span> <span>Error 421</span> </div> <div> <input type="text" value="Enter Title, SKU or ID"/> <input type="button" value="Customize Grid"/> <input type="button" value="Filter"/> </div> <div> <span>Items: 10</span> <span>Showing 1 - 10 of 602</span> <span>1 of 61</span> </div>								
	Image	Title	Price	Quantity	SKU	Status	Category Template	Action

- Import products from WooCommerce store to Michaels App
- Sync status of already uploaded products
- Bulk Publish on Michaels

By clicking on these options, you can perform the respective activities. All you have to do is to select a product from the ones listed below and click on the required option to complete an activity.

## Product Status

It shows the statuses of the products. Here are different statuses, you will find your products categorized under:

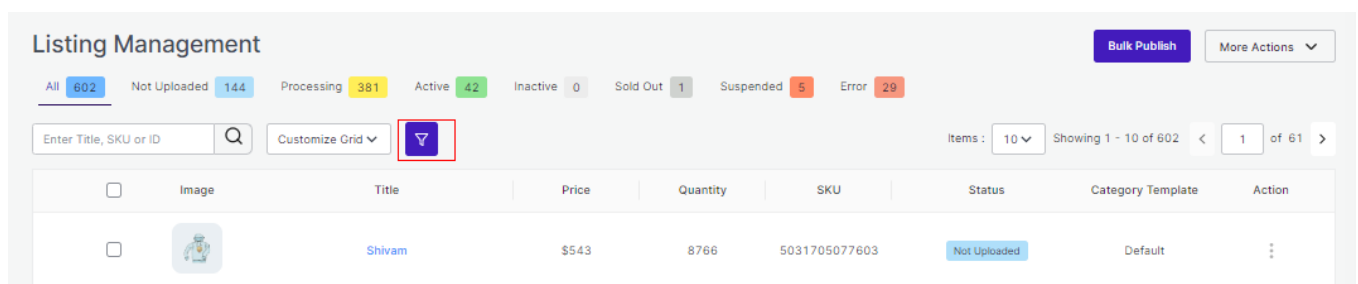


The screenshot shows the 'Listing Management' interface. At the top, there are status filters: All (602), Not Uploaded (144), Processing (381), Active (42), Inactive (0), Sold Out (1), Suspended (5), and Error (29). Below these is a search bar with the placeholder 'Enter Title, SKU or ID' and a 'Customize Grid' button. To the right, there are 'Bulk Publish' and 'More Actions' buttons. Below the filters is a table with columns: Image, Title, Price, Quantity, SKU, Status, Category Template, and Action. The first row of the table shows a product with the title 'Shivam', price '\$543', quantity '8766', SKU '5031705077603', and status 'Not Uploaded'.

- **All:** Total no. of products uploaded.
- **Not Uploaded:** Those products which are simply imported from WooCommerce to the app and not yet uploaded on Marketplace.
- **Processing:** The status changes to 'Processing' when the products are being uploaded. Once the task is completed, the status changes to Active.
- **Active:** This status comes from the marketplace. Once the product is uploaded from the app to the marketplace, the status changes to Active on the app.
- **Inactive:** The status changes to 'Inactive' when the product is uploaded from the app to the marketplace but is either out of stock or has been manually made Inactive from the app.
- **Sold out:** Total no. of products completely sold out on Michaels.
- **Suspended:** Product delisted by Michaels due to inappropriate information.
- **Error:** It shows the total no. of products with errors that are not uploaded and need correction.

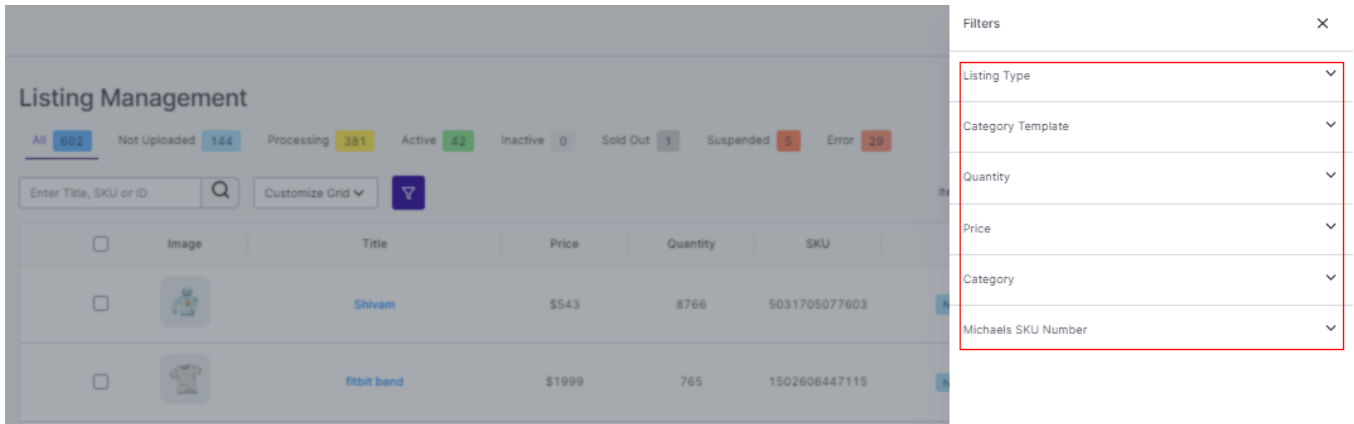
## More Filters

Below the Products status lies the option of **More Filters**. These are extra filters through which products can be filtered out in the grid.



The screenshot shows the 'Listing Management' interface with the same status filters as the previous image. Below the search bar and 'Customize Grid' button, there is a 'More Filters' button (a purple square with a white 'Y' icon) which is highlighted with a red box. The table below shows the same product as before, with the status 'Not Uploaded'.

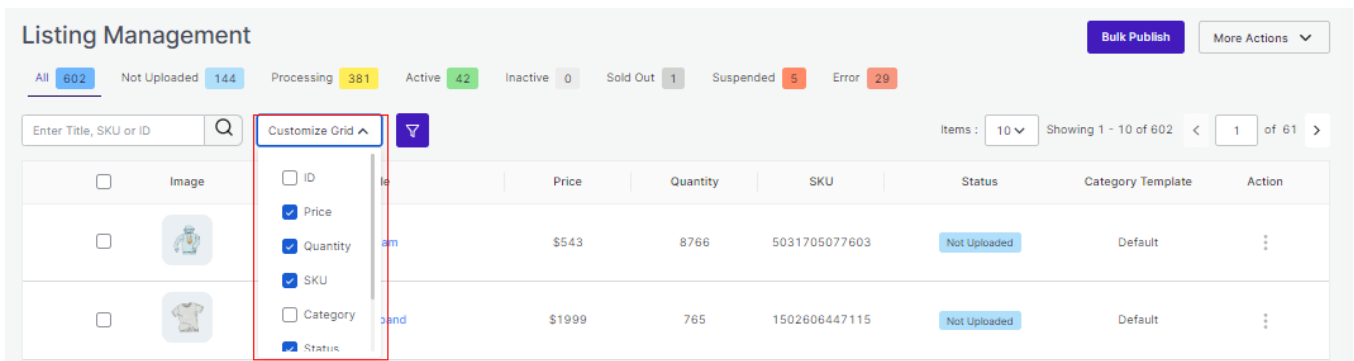
Just after clicking on the More Filter option, you will get a box opened on the right of the screen with listed filters. In addition, each of these options has further options to choose from.



Once selected all the options, click on the option **Reset or Apply** (as per the case).

## Customize Grid

Just next to the '**More Filters**' option, you can see '**Customize Grid.**' The option of Customize Grid helps you to customize the columns you want to see for your products.



With the help of Customize Grid, you can see the following details: id, Image, Title, Price, Quantity, SKU, Status, Tags, Profile, Category, and Action. Each of the options will show the desired result on the list of products.

Just next to the Customize Grid and More filters is Listing Per Page, where there are two boxes with numeric values.

**Listing Management**

Buttons: Bulk Publish, More Actions

Filters: All 602, Not Uploaded 144, Processing 381, Active 42, Inactive 0, Sold Out 1, Suspended 5, Error 29

Search: Enter Title, SKU or ID

Customize Grid

Items: 10 Showing 1 - 10 of 602 1 of 61

	Image	Title	Price	Quantity	SKU	Status	Category Template	Action
<input type="checkbox"/>		Shivam	\$543	8766	5031705077603	Not Uploaded	Default	⋮

- The first value enables you to show the number of products you want to be listed on your screen. For instance, if you choose 5, there will be a list of 5 products visible, if put 10, then a list of 10 items will be visible, and so on and so forth.
- The second value is the multiple pages of listed products. If there are a total of 14 pages of listed products, with the help of this option you can easily choose which listed page you want to see out of the total 14 listed pages.

Also, you can Edit or View the listing by clicking the three dots under Action button on Menu.

**Listing Management**

Buttons: Bulk Publish, More Actions

Filters: All 602, Not Uploaded 144, Processing 381, Active 42, Inactive 0, Sold Out 1, Suspended 5, Error 29

Search: Enter Title, SKU or ID

Customize Grid

Items: 10 Showing 1 - 10 of 602 1 of 61

Actions: 1 listings(s) selected

	Image	Title	Price	Quantity	SKU	Status	Category Template	Action
<input checked="" type="checkbox"/>		Shivam	\$543	8766	5031705077603	Not Uploaded	Default	⋮
<input type="checkbox"/>		fitbit band	\$1999	765	1502606447115	Not Uploaded	Default	⋮
<input type="checkbox"/>		fitbit band -blue	\$1999	765	6336129116563	Not Uploaded	Default	⋮

Dropdown menu options: Edit Listing, View Listing

## Actions

In case you want to perform actions like Publishing an individual product, active or deactivate it or even delete it, you simply have to click on the listing, and you will see a new feature displaying on the screen. You can see it below:

The screenshot shows the 'Listing Management' interface. At the top, there are status filters: All (602), Not Uploaded (144), Processing (381), Active (42), Inactive (0), Sold Out (1), Suspended (5), and Error (29). Below these are search and grid options. A table lists three items: 'Shivam', 'fitbit band', and 'fitbit band -blue'. Each item has columns for Title, Price, Quantity, SKU, Status (all 'Not Uploaded'), Category Template (all 'Default'), and an Action icon. A red box highlights the 'Actions' dropdown menu, which is expanded to show options: 'Publish on Michaels', 'Activate Listing(s)', 'Deactivate Listing(s)', and 'Delete Listing(s)'.

By selecting any option, you will be able to perform and see the desired result.

Here we come to the end of the Listing Management Tab. Hereafter, we shall be exploring Order Tab in detail.

## 7. Order Section

Order Tab helps you to fetch all your orders from Michaels to WooCommerce and get an overview of all the order details.

The order tab allows you to

- Know the status of all your orders.
- Sync your orders.
- Add filters to your orders.
- Customize your order grid.

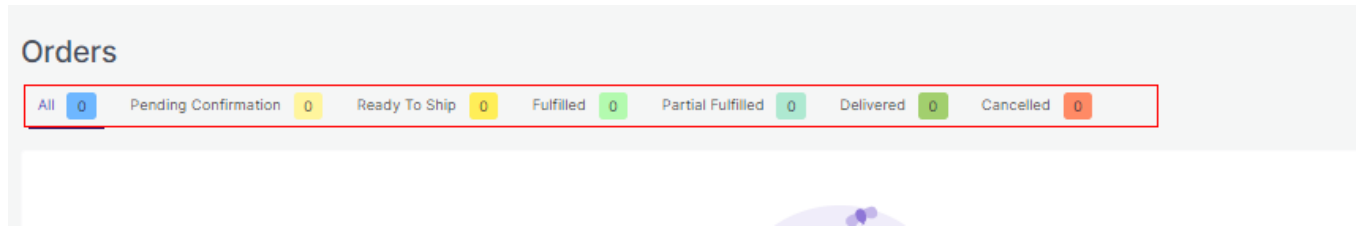
This is how it looks:

The screenshot shows the 'Orders' interface. At the top, there are status filters: All (175), Pending Confirmation (6), Ready To Ship (161), Fulfilled (3), Partial Fulfilled (1), Delivered (3), and Cancelled (1). Below these are search and grid options. A table lists two orders. Each order has columns for Michaels Order ID, Shopify Order ID, Full Name, Date, Order Status, Order Total, and Quantity. The first order (THP1900110283350329-1) has a status of 'Failed' and 'Ready To Ship'. The second order (THP6300110925603129-1) also has a status of 'Failed' and 'Ready To Ship'.

## Order Status



There is some prominent Order status that you will see in the Order tab. They are listed below along with what they signify:



- **Fulfilled:** Already shipped items
- **All:** Total no. of orders.
- **Pending Confirmation:** Total no. of orders ready to be fulfilled but not confirmed by the customer.
- **Ready to Ship:** Total no. of order confirmed and ready to be shipped.
- **Fulfilled:** Total no. of orders fulfilled by merchant.
- **Partially Fulfilled:** Total no. of orders partially fulfilled by merchant.
- **Delivered:** Total no. of orders delivered successfully.
- **Cancelled:** Total no. of orders cancelled by merchants.

By clicking on each of the statuses, you will be able to see a list of products under each status in a detailed manner. The App automates the status for your convenience, right from Open to Completed.

## Adding Filters

Michaels Order ID	Shopify Order ID	Full Name	Date	Order Status	Order Total	Quantity
THP1900110283350329-1	N/A	testFirstName testLastName	31/05/2023	Failed Ready To Ship	\$108.88	1
THP6300110925603129-1	N/A	testFirstName testLastName	30/05/2023	Failed Ready To Ship	\$43.55	2
THP7600110235509049-1	N/A	testFirstName testLastName	25/05/2023	Failed Ready To Ship	\$2.96	2

The '**More Filter**' button allows you to filter your orders on the basis of Date and Price (as shown in the image above).

Filters
X

Date

Price

## Fetch Order

By clicking on the Fetch Order button, you can manually fetch your orders to the app from Michaels. The app will additionally create your orders on WooCommerce in an interval of 15 minutes.

Orders

Fetch Order

All 175 Pending Confirmation 6 Ready To Ship 161 Fulfilled 3 Partial Fulfilled 1 Delivered 3 Cancelled 1

Items : 10 Showing 1 - 10 of 175 < 1 of 18 >

Michaels Order ID	Shopify Order ID	Full Name	Date	Order Status	Order Total	Quantity
THP1900110283350329-1	N/A	testFirstName testLastName	31/05/2023	Failed Ready To Ship	\$108.88	1
THP6300110925603129-1	N/A	testFirstName testLastName	30/05/2023	Failed Ready To Ship	\$43.55	2
THP7600110235509049-1	N/A	testFirstName testLastName	25/05/2023	Failed Ready To Ship	\$2.96	2

Order section also enables you to Cancel Orders via the app and Ship Orders via the app.

## Cancelling Order(s) Via the App

To cancel orders via the app, you need to select the product order(s) that is yet not shipped. Once, shipped or fulfilled, the order(s) cannot be cancelled.

Consider the image below:

Firstly, click on the order(s) yet to be shipped.

Orders							Fetch Order
Enter Order Number		More Filters	showing (1 - 10) of 125 item(s)		Listings per page: 10		
Order Number	Order ID	Full Name	Created on	Order Status	Price	Quantity	
THP59274473759110 37-1	N/A	CedCommerce TestAcco unt	Fri, Aug 19 2022	Fulfilled Error	\$66.02	4	
THP36226947193533 89-1	N/A	CedCommerce TestAcco unt	Fri, Aug 05 2022	Fulfilled Error	\$5.11	1	
THP33628012915044 15-1	N/A	CedCommerce TestAcco unt	Fri, Aug 05 2022	Partial Fulfilled Error	\$24.58	2	
THP5965484644300 692-1	N/A	CedCommerce TestAcco unt	Tue, Aug 16 2022	Ready To Ship Error	\$17151.08		

Once clicked, the product page will open with details along Cancel and Ship buttons on the top. Click on the Cancel button as marked below:

THP5965484644300692-1

Cancel Order

Ship Now

Back

Delivery Details

Billing Details

Full Name

CedCommerce TestAccount

Address

New York - 10001

Phone Number

7896541230

Shipping Details

Full Name

CedCommerce TestAccount

Address

New York - 10001

Phone Number

7896541230

Listing Items

er7

ID:- 36032775189295701

Ready To Ship

Seller SKU:

vbnb67678

er9

ID:- 72061572208259669

Ready To Ship

Seller SKU:

535

Order Details

Order Status

Ready To Ship

Order Number

THP5965484644300692-1

Created on

Tue, Aug 16 2022

Total Quantity

2

Payment Details

SubTotal Price

\$ 15753

Shipping Charge

\$ 0

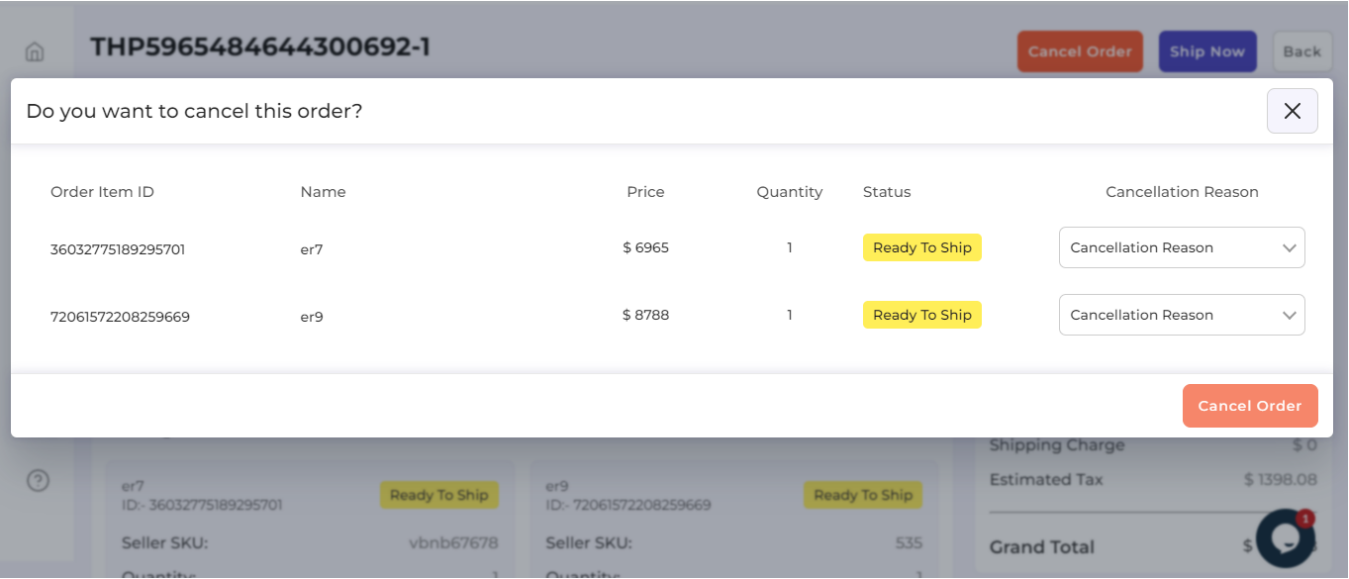
Estimated Tax

\$ 1398.08

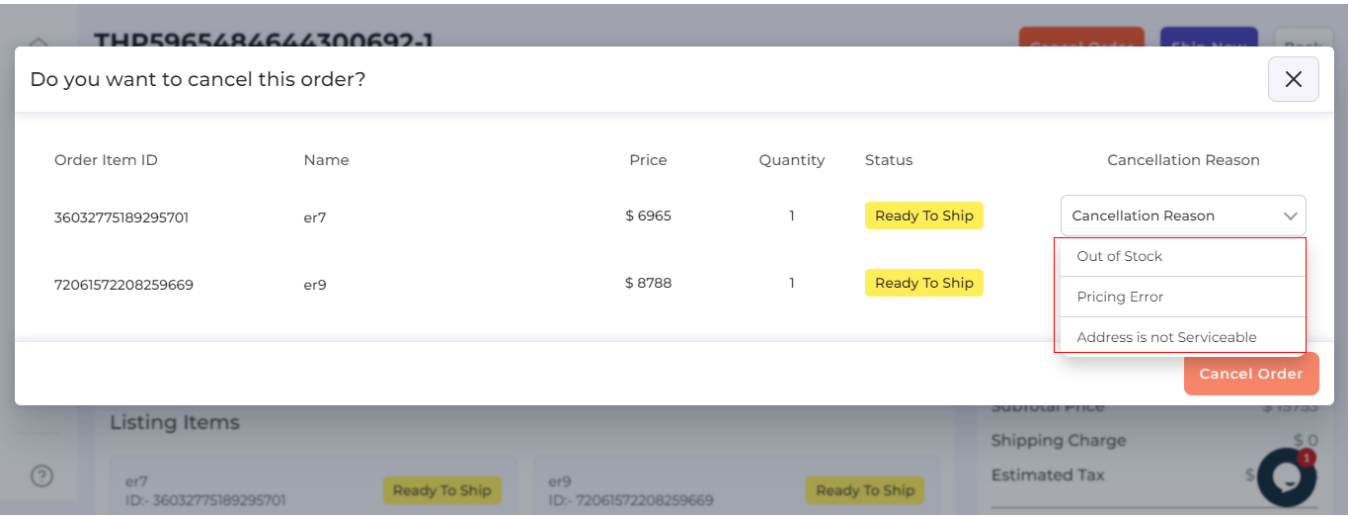
Grand Total

\$

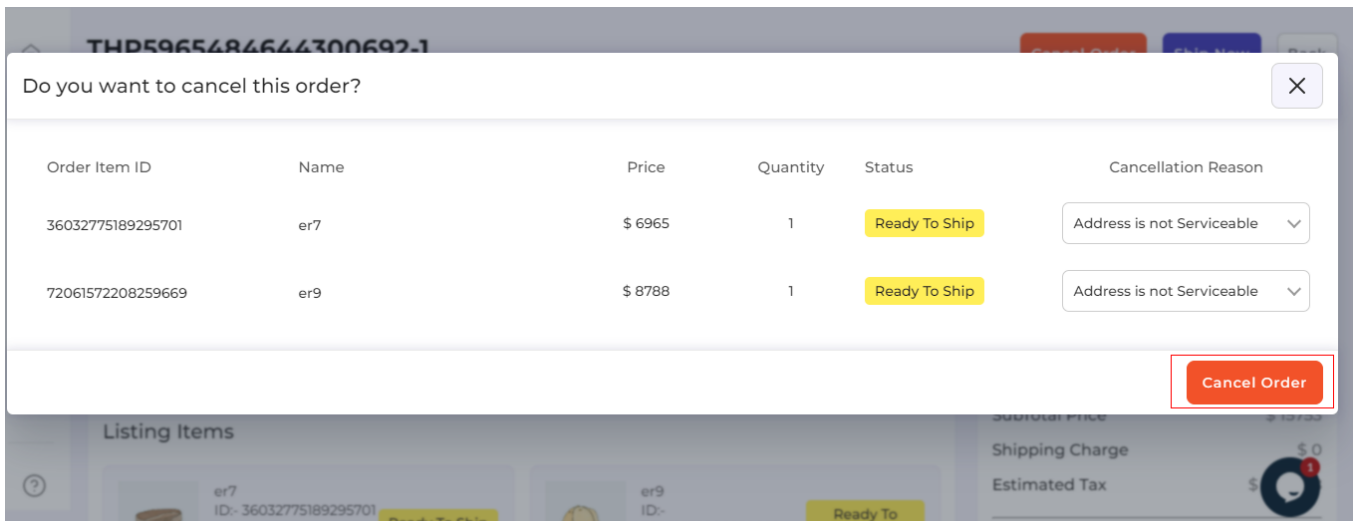
After clicking on the Cancel button, a portal will open asking for a suitable reason for cancelling the orders.



Herein, you need to select a reason from the following options as shown below:



Now, select a suitable reason and click on the Cancel button.



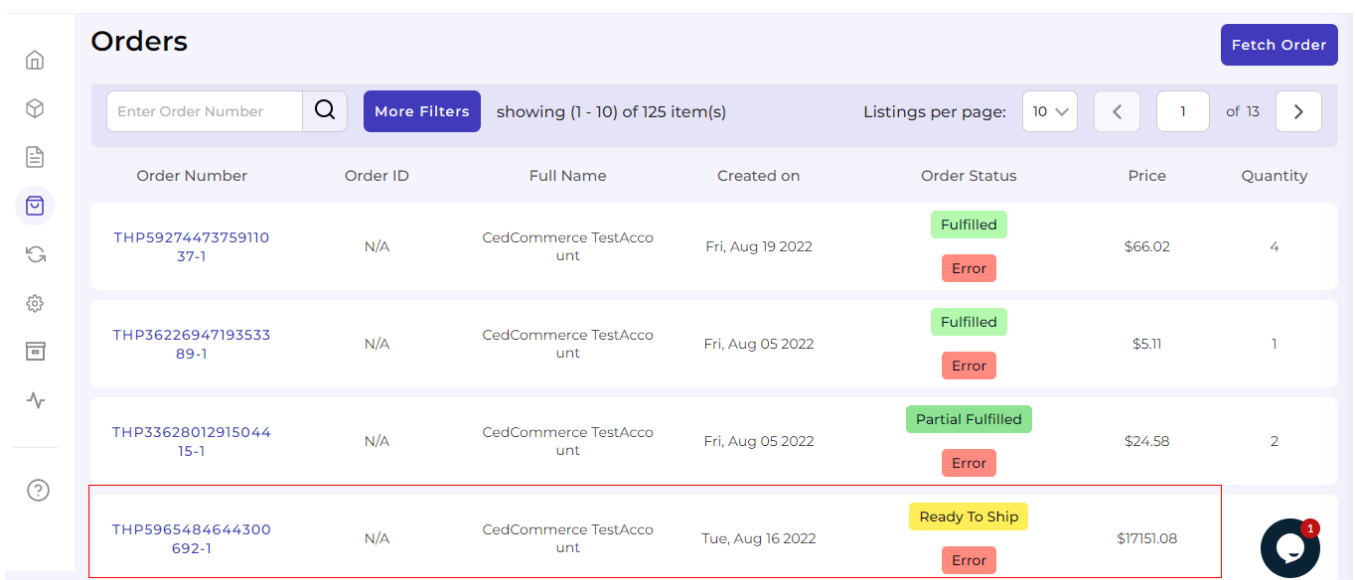
Once the order is cancelled, you will receive a confirmation message.

## Shipping Orders via the app

Just like the 'Order cancellation', the order(s) that are ready to ship or fulfil or the shipping requirements can be shipped directly via the app. The process is almost the same like cancelling the order.

Consider the description below:

Firstly, click on the order(s) yet to be shipped.



Once the selected order details get opened, click on the 'Ship Now' button.

**THP5965484644300692-1**

[Cancel Order](#) [Ship Now](#) [Back](#)

**Delivery Details**

**Billing Details**

Full Name CedCommerce TestAccount

Address New York - 10001

Phone Number 7896541230

**Shipping Details**

Full Name CedCommerce TestAccount

Address New York - 10001

Phone Number 7896541230

**Listing Items**

er7  
ID:- 36032775189295701

Ready To Ship

er9  
ID:- 72061572208259669

Ready To Ship

**Order Details**

Order Status **Ready To Ship**

Order Number THP5965484644300692-1

Created on Tue, Aug 16 2022

Total Quantity 2

**Payment Details**

SubTotal Price \$ 15753

Shipping Charge \$ 0

Estimated Tax \$ 1398.08

**Grand Total** \$ 17151.08

Once clicked, a portal will open for you to fill the Tracking Number and Tracking URL. Thereafter, click on the 'Ship Now' button below.

**THP5965484644300692-1**

[Cancel Order](#) [Ship Now](#) [Back](#)

**Tracking Information**

Listing	Quantity	Status	Tracking Number	Carrier	Tracking URL
er7	1	Ready To Ship	<input type="text"/>	Select Carrier	<input type="text"/>
er9	1	Ready To Ship	<input type="text"/>	Select Carrier	<input type="text"/>

[Ship Now](#)

You will receive a confirmation message, once the orders get into shipping status.

Here we come to the end of the Order tab. From here on we will see how to use the Returns section that helps you to set some Refund and return-related functions.

## 8. Return Section

The next tab is the Return Tab. The 'Return' tab helps you keep an automated record of all the returns under various segregation. They are:

- Pending Returns
- Ready to Refund
- Refunded
- Refund Rejected
- Cancelled

Returns

Sync Returns

All21

Pending Return2

Ready To Refund0

Refunded11

Refund Rejected8

Cancelled0

Enter Return Number

Q

▽

Items :10▼

Showing 1 - 10 of 21

<

1

of 3

>

Return Number	Order Number	Created On	Return Status
R191586352216604676	THP7700110439866681-1	01/05/2023	Refunded
R192343658030104580	THP1800108554920249-1	03/05/2023	Refunded
R194190267853209603	THP7000108128215353-1	08/05/2023	Refunded
R197816413984522245	THP4300110381474105-1	18/05/2023	Refund Rejected
R197824600192188420	THP7700110737989945-1	18/05/2023	Refunded

Each of these sections has a different purpose to serve. Let's read them below:

Returns

Sync Returns

All21

Pending Return2

Ready To Refund0

Refunded11

Refund Rejected8

Cancelled0

Enter Return Number

Q

Items : 10Showing 1 - 10 of 21<1of 3>

**All:** The 'All' sections help you get all your return and refund requests in one place. You can see all the data right before your screen. It will include all details like the Return Number, Order Number, Created On, and Return Status.

Returns

Sync Returns

All21

Pending Return2

Ready To Refund0

Refunded11

Refund Rejected8

Cancelled0

Enter Return Number

Q

▼

Items :10▼

Showing 1 - 10 of 21

<1of 3>

Return Number	Order Number	Created On	Return Status
R191586352216604676	THP7700110439866681-1	01/05/2023	Refunded
R192343658030104580	THP1800108554920249-1	03/05/2023	Refunded
R194190267853209603	THP7000108128215353-1	08/05/2023	Refunded
R197816413984522245	THP4300110381474105-1	18/05/2023	Refund Rejected
R197824600192188420	THP7700110737989945-1	18/05/2023	Refunded
R178995979740315652	THP6800109572202809-1	28/03/2023	Refunded
R179334931426361349	THP1500110918181177-1	29/03/2023	Refund Rejected
R179339058889932805	THP4100111216369977-1	29/03/2023	Refunded

**Pending Returns:** The section ‘Pending Return’ helps you to get details about all your pending returns on Michaels that still need your clearance. You get to see the order number, return number, created on, and return status. In case you have no Pending Returns, there will be an empty list.

# Returns

Sync Returns

All21

Pending Return2

Ready To Refund0

Refunded11

Refund Rejected8

Cancelled0

Enter Return Number

Q

▼

Items :10

Showing 1 - 2 of 2

<

1

of 1

>

Return Number	Order Number	Created On	Return Status
R181551126473244679	THP9200108001173817-1	04/04/2023	Pending Return
R182814831254175749	THP9600110482202937-1	08/04/2023	Pending Return

**Ready to refund:** The section helps you get all the refunds ready to be refunded.



## Returns

[All](#) **21**
[Pending Return](#) **2**
[Ready To Refund](#) **0**
[Refunded](#) **11**
[Refund Rejected](#) **8**
[Cancelled](#) **0**

No Return(s) Found

**Refunded:** This section helps you see all your refunded returns. All the details are available for your clear reference and cross-checking.

## Returns

[All](#) **21**
[Pending Return](#) **2**
[Ready To Refund](#) **0**
[Refunded](#) **11**
[Refund Rejected](#) **8**
[Cancelled](#) **0**

Items : **10** Showing 1 - 10 of 11 < **1** of 2 >

Return Number	Order Number	Created On	Return Status
<a href="#">R191586352216604676</a>	THP7700110439866681-1	01/05/2023	Refunded
<a href="#">R192343658030104580</a>	THP1800108554920249-1	03/05/2023	Refunded
<a href="#">R194190267853209603</a>	THP7000108128215353-1	08/05/2023	Refunded
<a href="#">R197824600192188420</a>	THP7700110737989945-1	18/05/2023	Refunded
<a href="#">R178995979740315652</a>	THP6800109572202809-1	28/03/2023	Refunded
<a href="#">R179339058889932805</a>	THP4100111216369977-1	29/03/2023	Refunded
<a href="#">R180171545743949829</a>	THP7500109872357689-1	31/03/2023	Refunded
<a href="#">R180176542203625479</a>	THP7500108059369785-1	31/03/2023	Refunded

By clicking on any of the return numbers, you can see the complete detail of that particular product along with SKU and Quantity.

Home

Box

Document

Mail

Refresh

Settings

Calendar

Heart

Help

R54608544108085251

Order Number: THP1382433695145837-1

Back

Refunded

Name

autoupdate retesting why not

Return Item Id

54608544108085249

Created On

Wed, Apr 27 2022

SKU

54211667649724418

Quantity

1

**Refund Rejected:** The section 'Refund rejected' allows you to get details of the return requests that you have rejected.

Returns

Sync Returns

All 21

Pending Return 2

Ready To Refund 0

Refunded 11

Refund Rejected 8

Cancelled 0

Enter Return Number

Q

Filter

Items: 10

Showing 1 - 8 of 8

<

1

of 1

>

Return Number	Order Number	Created On	Return Status
R197816413984522245	THP4300110381474105-1	18/05/2023	Refund Rejected
R179334931426361349	THP1500110918181177-1	29/03/2023	Refund Rejected
R180009380663754757	THP6000107965391161-1	31/03/2023	Refund Rejected
R180161813348057093	THP7300108530180409-1	31/03/2023	Refund Rejected
R180165753245777925	THP6600111474516281-1	31/03/2023	Refund Rejected

The important thing here to note is that while rejecting any Refund you will have to put the reason for rejecting the refund. The image attached below clearly shows the reason mentioned for rejecting the refund.

**R58082455392272387**  
 Order Number: THP8390080138952976-1

	Refund Rejected
Name	Test Woo Product
Return Item Id	58082455392272385
Created On	Fri, May 06 2022
SKU	50282970864304129
Quantity	1
Refund Reject Reason	This product wasn't received.

**Cancelled:** Total no. of return requests successfully cancelled.

Returns

Sync Returns

All 21 Pending Return 2 Ready To Refund 0 Refunded 11 Refund Rejected 8 Cancelled 0

No Return(s) Found

## More Filters

By clicking on 'More Filters', you will see a section opening on the left side of the screen where you can put the order number of your desired order, and accordingly the list will get customized.

Refer to the image below for clarity:

**Returns**

All **21** Pending Return **2** Ready To Refund **0** Refunded **11** Refund Rejected **8** Cancelled **0**

Enter Return Number

Return Number	Order Number	Created
R191586352216604676	THP7700110439866681-1	01/05/2
R192343658030104580	THP1800108554920249-1	03/05/2
R194190267853209603	THP7000108128215353-1	08/05/2

Filters

Order Number

Enter the Order Number

**Sync Returns**

## Sync Returns

By clicking on the 'Sync Return' button, you can Sync the status of your return to Michaels from the App.

**Returns**

All **21** Pending Return **2** Ready To Refund **0** Refunded **11** Refund Rejected **8** Cancelled **0**

Enter Return Number

Items: 10 Showing 1 - 10 of 21 < 1 of 3 >

Return Number	Order Number	Created On	Return Status
R191586352216604676	THP7700110439866681-1	01/05/2023	Refunded
R192343658030104580	THP1800108554920249-1	03/05/2023	Refunded
R194190267853209603	THP7000108128215353-1	08/05/2023	Refunded
R197816413984522245	THP4300110381474105-1	18/05/2023	Refund Rejected

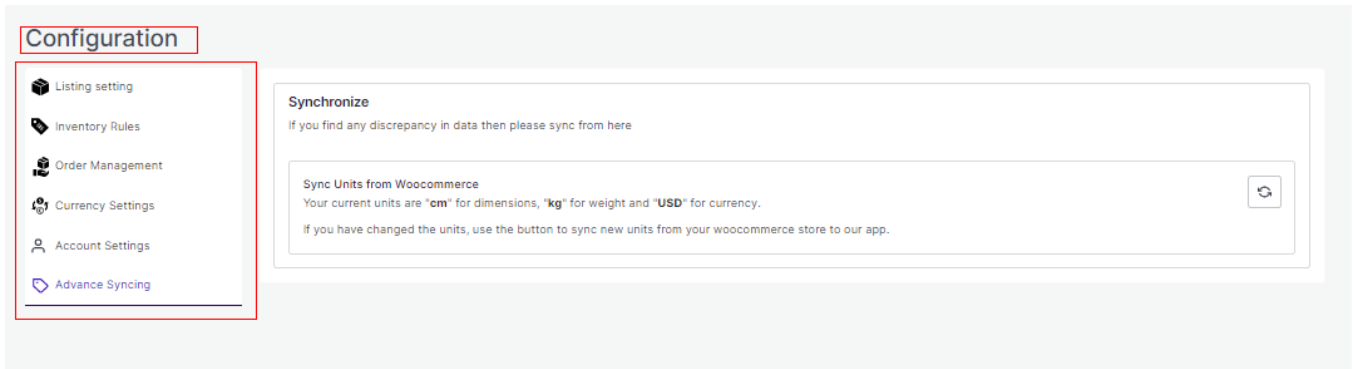
**Sync Returns**

The purpose of the Return tab is to deliver an automated and descriptive view of all the Returns in one place. Here we come to the end of the Returns tab. From here on we will see how to use the Configuration section that helps you to set some major Price, Product, Inventory, and Account settings.

## 9. Configuration Section

While operating a multichannel business, you must set your product, order, currency, and shipping preferences. The app will help you with all the automated functionalities between your Michaels account and WooCommerce store based on your preferences.

The tab contains five important sections, each with specified needs and settings.

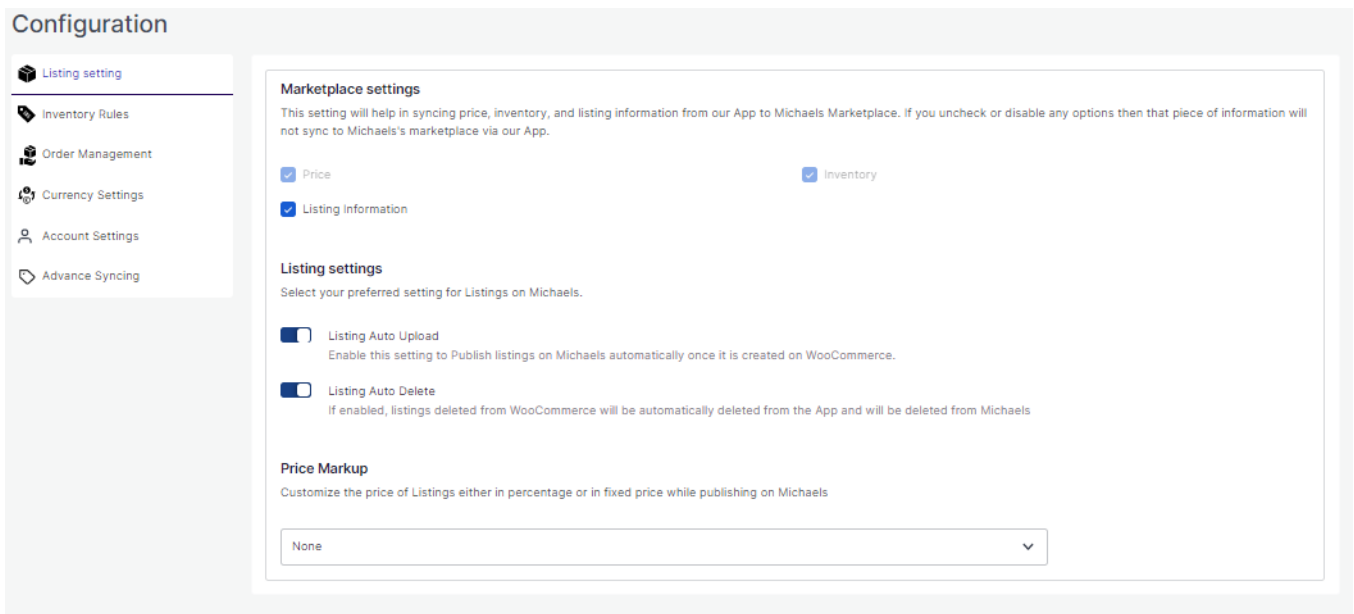


- Listing Setting
- Inventory Rules
- Order Management
- Currency Setting
- Account Setting
- Advance Settings

Let's check them one by one.

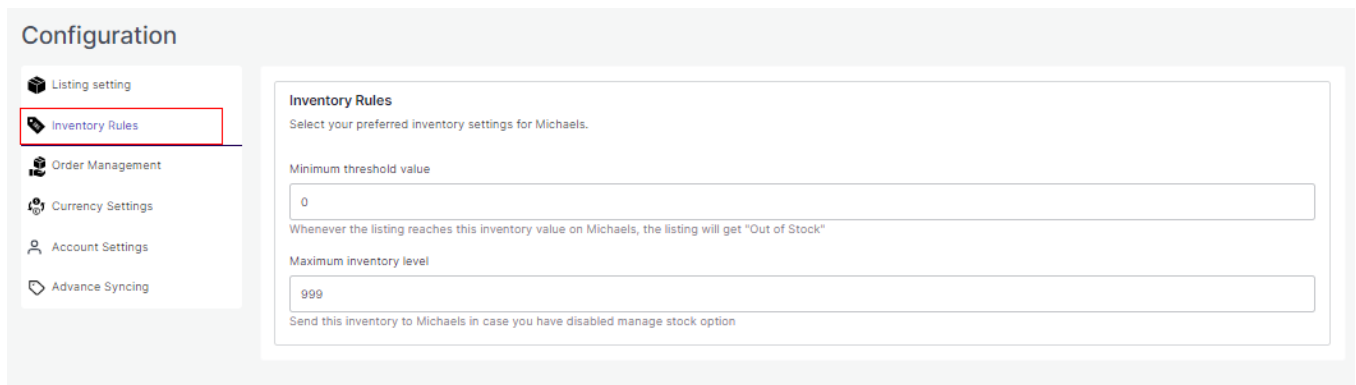
## Listing Setting

Set your marketplace preferences along with Auto-upload and Auto-delete permissions. You can also set your Price markup which enables you to customize prices in percentage or fixed rates.



## Inventory Rules

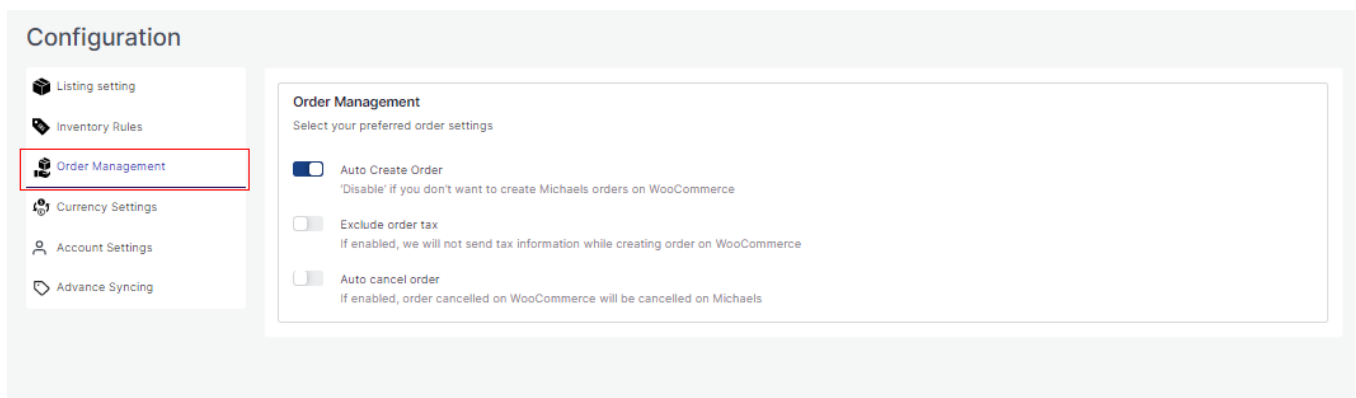
Set your maximum and minimum inventory threshold so as to avoid any overstock or understock situations.



The screenshot shows the 'Configuration' page with a sidebar on the left containing links to 'Listing setting', 'Inventory Rules', 'Order Management', 'Currency Settings', 'Account Settings', and 'Advance Syncing'. The 'Inventory Rules' link is highlighted with a red box. The main content area is titled 'Inventory Rules' and contains the following text: 'Select your preferred inventory settings for Michaels.' Below this, there are two input fields. The first is labeled 'Minimum threshold value' and contains the number '0'. Below this field is the text: 'Whenever the listing reaches this inventory value on Michaels, the listing will get "Out of Stock"'. The second input field is labeled 'Maximum inventory level' and contains the number '999'. Below this field is the text: 'Send this inventory to Michaels in case you have disabled manage stock option'.

## Order Settings

Set your preferences for Orders' syncing between your WooCommerce store and Michaels marketplace. Through order settings, you can automate crucial functionalities:



The screenshot shows the 'Configuration' page with a sidebar on the left containing links to 'Listing setting', 'Inventory Rules', 'Order Management', 'Currency Settings', 'Account Settings', and 'Advance Syncing'. The 'Order Management' link is highlighted with a red box. The main content area is titled 'Order Management' and contains the following text: 'Select your preferred order settings'. Below this, there are three toggle switches. The first is labeled 'Auto Create Order' and is currently turned on. Below it is the text: 'Disable if you don't want to create Michaels orders on WooCommerce'. The second is labeled 'Exclude order tax' and is currently turned off. Below it is the text: 'If enabled, we will not send tax information while creating order on WooCommerce'. The third is labeled 'Auto cancel order' and is currently turned off. Below it is the text: 'If enabled, order cancelled on WooCommerce will be cancelled on Michaels'.

**Auto Create Order:** By enabling the button, you allow the app to create all the orders from Michaels to WooCommerce via the app. However, you can disable it anytime you want.

**Exclude Order Tax:** Enabling the option will allow the app to exclude order tax.

**Auto Cancel Order:** In case you want to manage order cancellation from WooCommerce, enable this option. This will enable the app to automatically cancel the order on Michaels once cancelled on WooCommerce.

## Currency Settings

The Currency converter is the next important feature that considerably minimizes manual effort. By just filling in the required amount in your currency, you would get it calculated in AUD currency, thus reducing manual calculations while every time creating a listing.

### Configuration

- Listing setting
- Inventory Rules
- Order Management
- Currency Settings**
- Account Settings
- Advance Syncing

#### Currency settings

Select your preferred currency settings

Your WooCommerce store currency is **USD**. We automatically convert your WooCommerce **USD** currency to Michaels **USD** currency.

## Account Setting

You can update your API key from here.

### Configuration


- Listing setting
- Inventory Rules
- Order Management
- Currency Settings
- Account Settings**
- Advance Syncing

#### Accounts

Michaels

API Key

eyJhbGciOiJIUzUxMiJ9.eyJqdGkiOiIzYjYj...



Update API Key

## Advance Syncing

Advance syncing helps you to sync data in case you have changed your dimensions unit, weight units or currency.

### Configuration

- Listing setting
- Inventory Rules
- Order Management
- Currency Settings
- Account Settings
- Advance Syncing**


#### Synchronize

If you find any discrepancy in data then please sync from here

Sync Units from Woocommerce

Your current units are **"cm"** for dimensions, **"kg"** for weight and **"USD"** for currency.

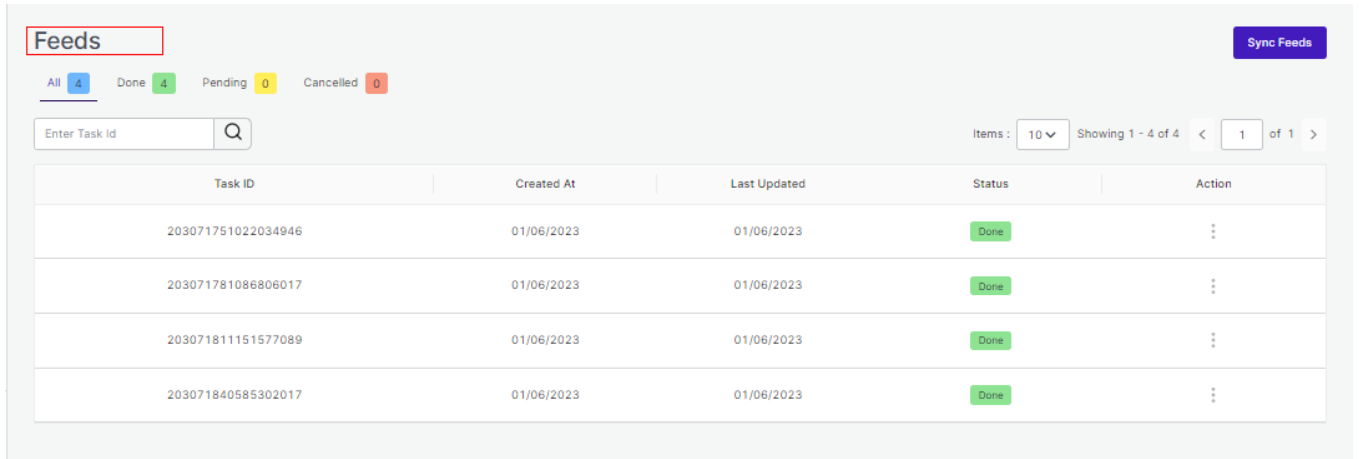
If you have changed the units, use the button to sync new units from your woocommerce store to our app.



## 10. Feeds Section

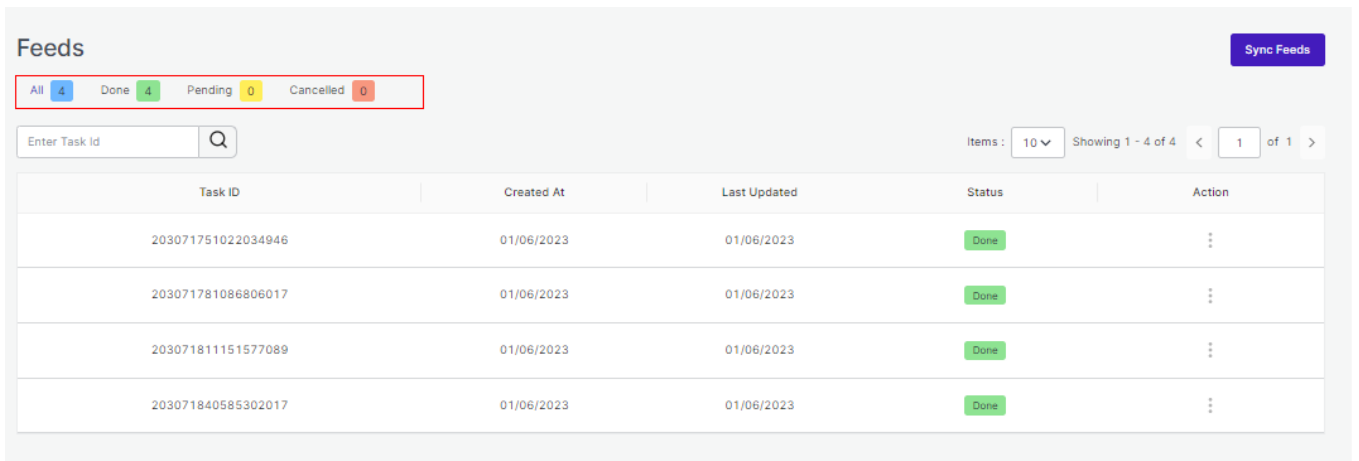
The Feeds section is meant to help sellers know about the status of the action pending from Michaels marketplace. For example, once the action of 'Product Upload' is completed from the app, Michaels needs to update it on their site. For each of the actions performed, a unique task id is generated to check the status.

Check the image below:



Task ID	Created At	Last Updated	Status	Action
203071751022034946	01/06/2023	01/06/2023	Done	⋮
203071781086806017	01/06/2023	01/06/2023	Done	⋮
203071811151577089	01/06/2023	01/06/2023	Done	⋮
203071840585302017	01/06/2023	01/06/2023	Done	⋮

Here is the explanation of each of the status:



Task ID	Created At	Last Updated	Status	Action
203071751022034946	01/06/2023	01/06/2023	Done	⋮
203071781086806017	01/06/2023	01/06/2023	Done	⋮
203071811151577089	01/06/2023	01/06/2023	Done	⋮
203071840585302017	01/06/2023	01/06/2023	Done	⋮

- All: It shows the total number of Feeds.
- Done: It shows completed and approved feeds on Michaels's end.
- Pending: It shows the processing or pending approval from Michaels's end.
- Cancelled: It shows the refused or cancelled actions on Michaels's end.



In order to check the status of any action taken, all you need to do is enter the 'Task id' in the search bar and check the status.

The screenshot shows the 'Feeds' management interface. At the top right is a 'Sync Feeds' button. Below the title, there are filters for 'All' (6), 'Done' (6), 'Pending' (0), and 'Cancelled' (0). A search bar with the placeholder 'Enter Task Id' and a magnifying glass icon is highlighted with a red box. To the right of the search bar is a 'Listings per page' dropdown set to '10', and pagination controls showing '1 of 1'. Below this is a table with columns: Task ID, Created At, Last Updated, Status, and Action. The table contains four rows of tasks, all with a 'Done' status. The 'Action' column for each row has a three-dot menu icon. In the bottom right corner, there is a circular orange notification icon with a red '1'.

Task ID	Created At	Last Updated	Status	Action
72385864729083905	Tue, Jun 14 2022	Tue, Jun 14 2022	Done	⋮
72722680353521666	Wed, Jun 15 2022	Wed, Jun 15 2022	Done	⋮
72751714332442625	Wed, Jun 15 2022	Wed, Jun 15 2022	Done	⋮
72757387984240641	Wed, Jun 15 2022	Wed, Jun 15 2022	Done	⋮

Also, in order to see the task in detail or download the file, consider clicking on the 'Action' button as shown below:

This screenshot shows the 'Feeds' management interface with a different set of tasks. The filters show 'All' (4), 'Done' (4), 'Pending' (0), and 'Cancelled' (0). The search bar and pagination controls are visible. The table has columns: Task ID, Created At, Last Updated, Status, and Action. The 'Action' column for each row has a three-dot menu icon. A dropdown menu is open for the first row, showing two options: 'View task' and 'Download Error File', both highlighted with red boxes. The tasks in the table all have a 'Done' status and a creation date of '01/06/2023'.

Task ID	Created At	Last Updated	Status	Action
203071751022034946	01/06/2023	01/06/2023	Done	⋮
203071781086806017	01/06/2023	01/06/2023	Done	⋮
203071811151577089	01/06/2023	01/06/2023	Done	⋮
203071840585302017	01/06/2023	01/06/2023	Done	⋮

Additionally for syncing the feeds, you can simply click on Sync Feeds button.

Feeds

Sync Feeds

All 4

Done 4

Pending 0

Cancelled 0

Items : 10

Showing 1 - 4 of 4

< 1 of 1 >

Task ID	Created At	Last Updated	Status	Action
203071751022034946	01/06/2023	01/06/2023	Done	...
203071781086806017	01/06/2023	01/06/2023	Done	...
203071811151577089	01/06/2023	01/06/2023	Done	...
203071840585302017	01/06/2023	01/06/2023	Done	...

## 11. Pricing

Subscriptions are crucial to scale your business on larger levels. Subscription plans come with set of features that help you make higher profits by fulfilling more orders and creating more listings on Michaels.

Pricing

Choose your subscription plan and leverage Basic to Premium App features for an enhanced selling experience.

Starter

\$ 29 /Monthly

Subscribe

- ✓ Publish upto **100 Listings** on Michaels
- ✓ Manage upto **50 Orders**

Basic Popular

\$ 39 /Monthly

Subscribe

- ✓ Publish upto **500 Listings** on Michaels
- ✓ Manage upto **200 Orders**

Standard

\$ 59 /Monthly

Subscribe

- ✓ Publish upto **2000 Listings** on Michaels
- ✓ Manage upto **500 Orders**

Get familiar with the top-tier features of the Subscription Plan.

Listings

- ✓ Customize Listing Information
- ✓ Category Support

Orders

- ✓ Overall orders analytics of Michaels
- ✓ Order updating

Advance

- ✓ Analytical dashboard
- ✓ One-click authorization

There are 6 Subscription plans, and each come with its own outstanding features and merits.

50 / 53

Starter

\$29

/Monthly

Subscribe

✓

Publish upto 100 Listings on Michaels

✓

Manage upto 50 Orders

Basic

Popular

\$39

/Monthly

Subscribe

✓

Publish upto 500 Listings on Michaels

✓

Manage upto 200 Orders

Standard

\$59

/Monthly

Subscribe

✓

Publish upto 2000 Listings on Michaels

✓

Manage upto 500 Orders

Advance

\$79

/Monthly

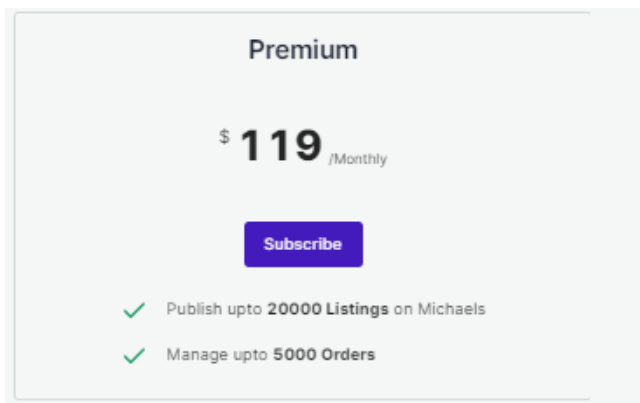
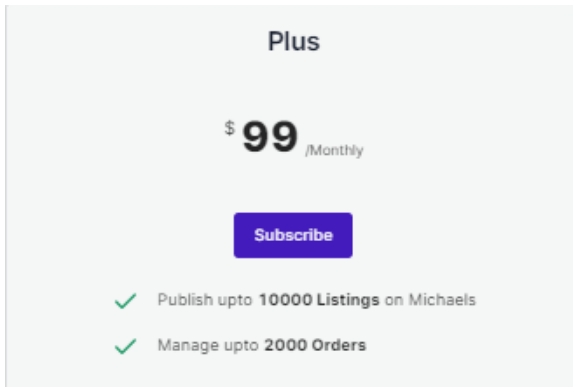
Subscribe

✓

Publish upto 5000 Listings on Michaels

✓

Manage upto 1000 Orders



To update or choose your subscription plan follow the steps.

- Click on the Plan that best suits your business requirements.
- Proceed with the Checkout.
- Once successfully made the payment, you can now leverage the benefits.

## 12. Activities Section


After completing the intricacies of the configuration and Feeds tab, the next tab is the '**Activities Tab**'. The Activities tab updates about **the real-time progress of your ongoing and recent operations performed**, like product synchronization, importing or uploading of products, profile creation, changes made in product attributes, details, status, etc.


We have attached a sample below to provide you with a clear understanding of it.


Activities


Items : 10 Showing 1 - 10 of 13 < 1 of 2 >


Completed Activities Clear Activities

 The status of the published listing(s) has been synced from Michaels to the App.  
2023-06-01T09:53:26 GMT

 Failed to publish 393 listing(s) to Michaels  
2023-06-01T09:42:32 GMT

 Failed to publish 393 listing(s) to Michaels  
2023-06-01T09:42:24 GMT

 Failed to publish 393 listing(s) to Michaels  
2023-06-01T09:42:18 GMT

 Failed to publish 393 listing(s) to Michaels  
2023-06-01T09:42:11 GMT