

# Venipak

## Prestashop module installation instructions



# 1. Module's functionality

- Parcel delivery service to Venipak pickup points located in Estonia, Lithuania, Latvia, Poland;
- Parcel delivery by a courier in Estonia, Lithuania, Latvia, Poland;
- Label and manifest printing;
- Shipment tracking;
- Carrier call service;
- Warehouse creation to designate the carrier call location;
- Ability to disable Venipak services for specific products;
- Pickup point search;

# 2. Server requirements

- PHP version 7.1 or higher. PHP version should not exceed the Prestashop maximum supported PHP version.
- Curl extension;
- Libxml extension;

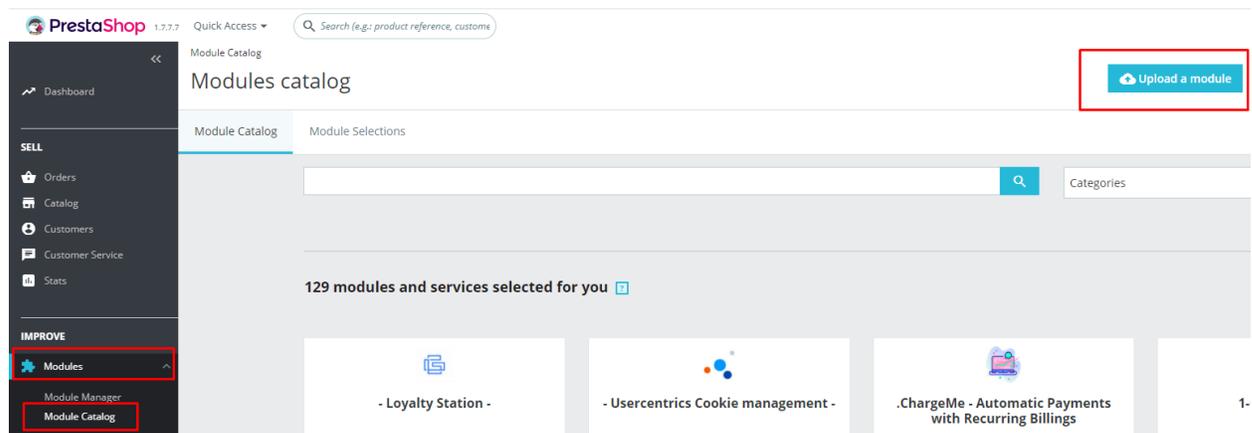
# 3. Installation

If you have been using previous Venipak module, you can either delete it and install the new one. Or you can leave the old module, but make sure to disable it and then install the new one following the instructions below.

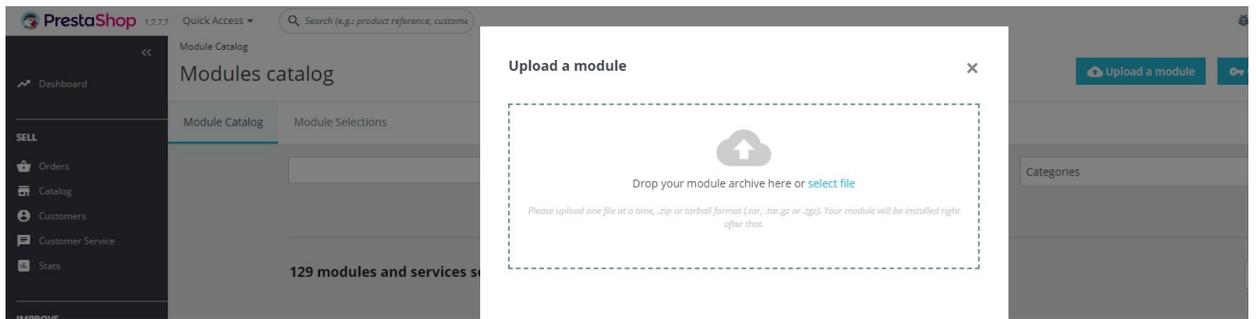
There are two installation options.

## 1. Installation with .zip file.

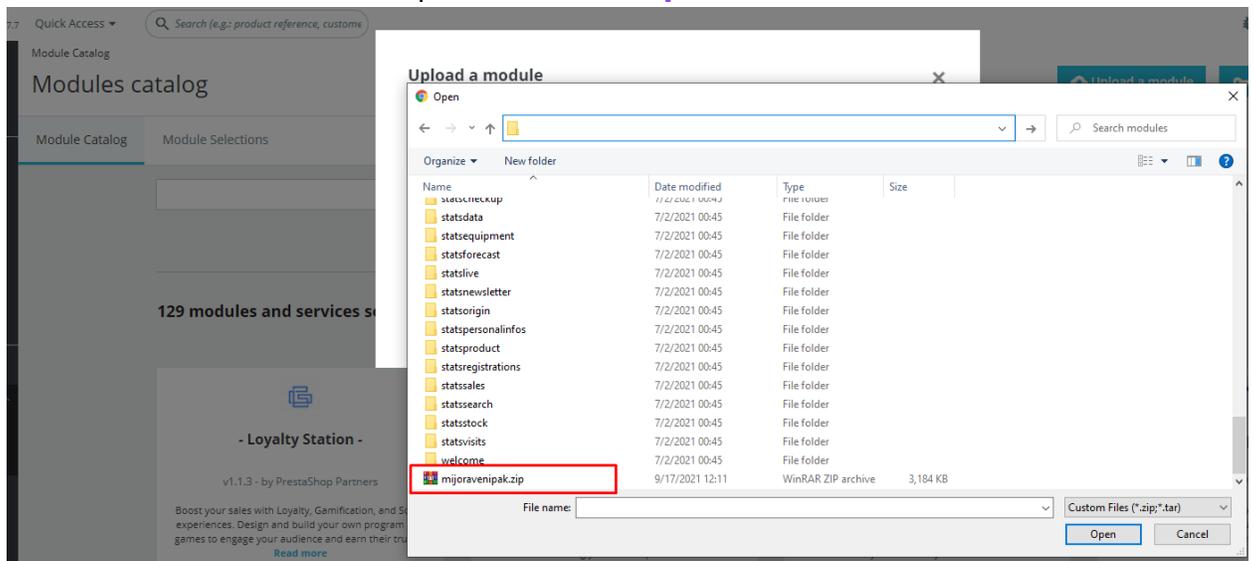
- 1.1.** Navigate to **Modules -> Module Catalog** and press **Upload a module:**



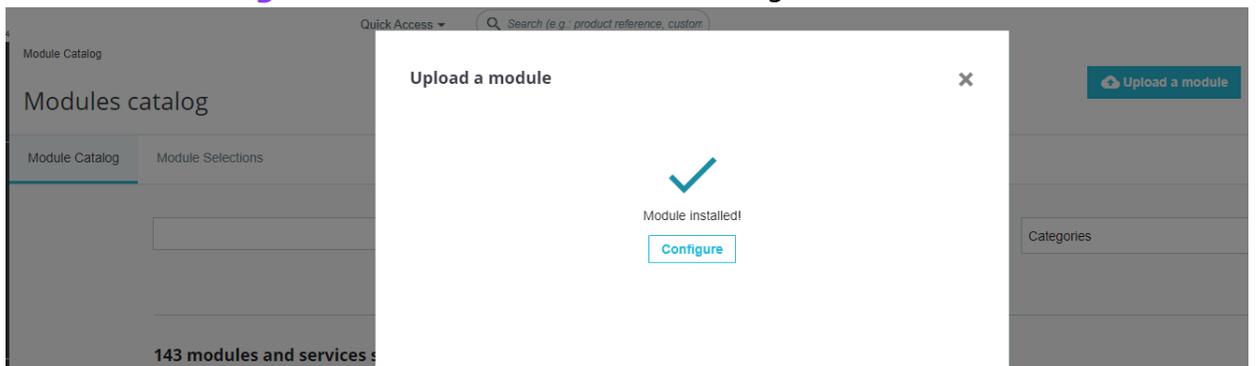
1.2. On the opened module, either drag and drop the **.zip** file, or click **Select file**:



1.3. Locate the module **.zip** file and click **Open**:

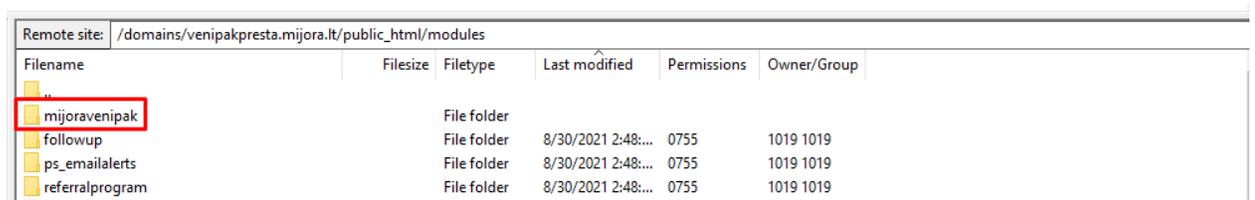


1.4. Click **Configure** after installation to start using the module:



## 2. Installation by uploading module's folder to FTP server.

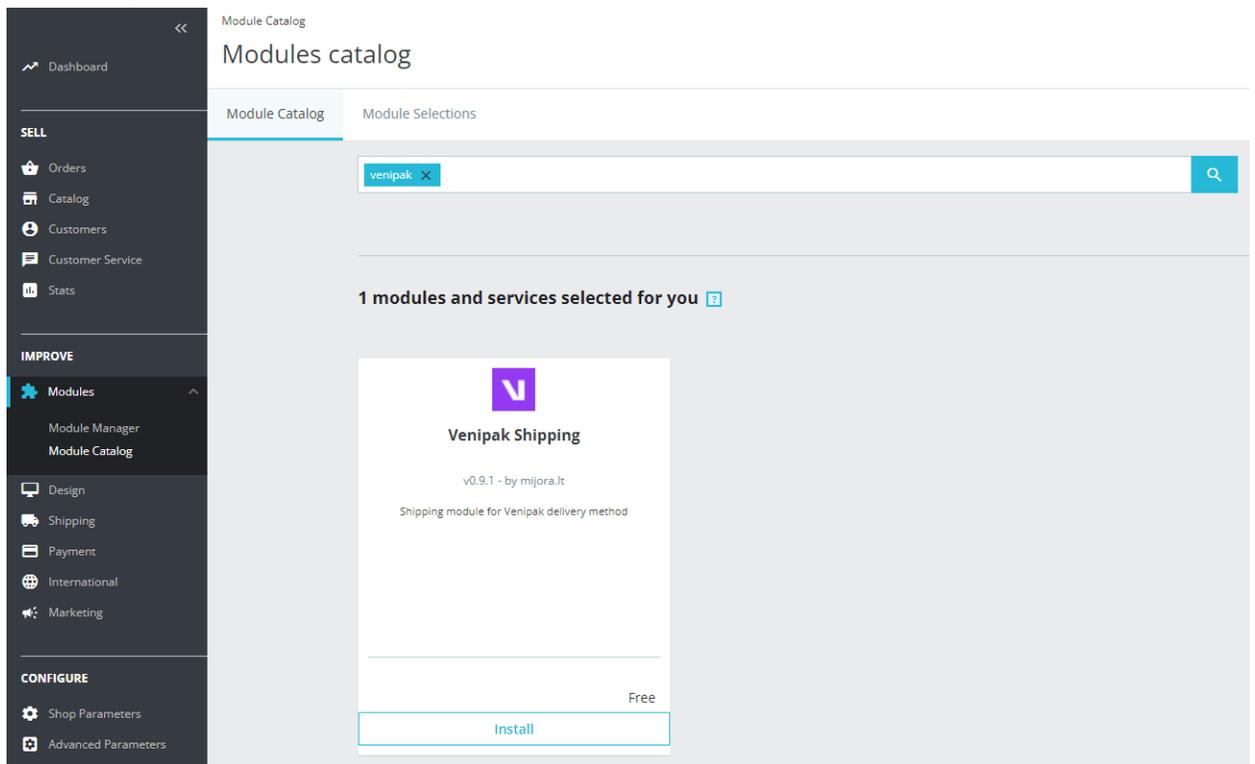
2.1. With FTP client of your choice, upload the module's folder into your site's public\_html/module directory:



Filename	Filesize	Filetype	Last modified	Permissions	Owner/Group
mijoravenipak		File folder			
followup		File folder	8/30/2021 2:48:...	0755	1019 1019
ps_emailalerts		File folder	8/30/2021 2:48:...	0755	1019 1019
referralprogram		File folder	8/30/2021 2:48:...	0755	1019 1019

2.2. Navigate to **Modules** -> **Module Catalog**, type **“venipak”** in the search bar and press **Enter**.

2.3. If module was uploaded to your site correctly, you should see the following result:



Module Catalog

### Modules catalog

Module Catalog | Module Selections

venipak X

1 modules and services selected for you

**V**

**Venipak Shipping**

v0.9.1 - by mijora.it

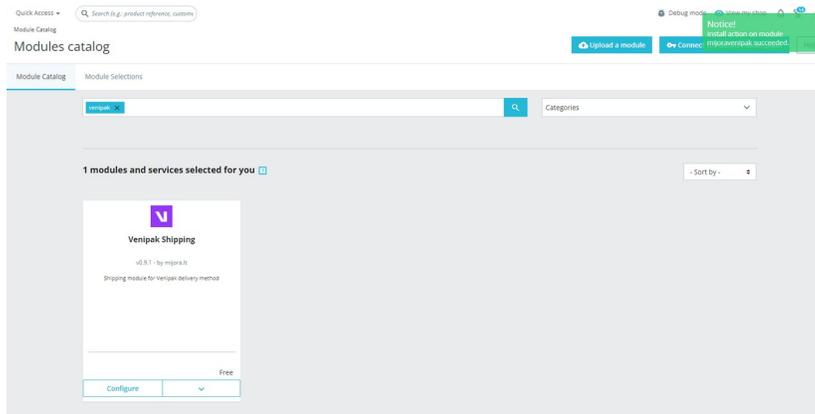
Shipping module for Venipak delivery method

Free

[Install](#)

2.4. Press **Install**

## 2.5. Click **configure** to start using the module:



# 4. Configuration

## 4.1 Carriers

After successful installation, you should see two new carriers in **Shipping** -> **Carrier** tab:

The screenshot shows the 'CARRIERS' tab with a table of carrier configurations. The table has columns for ID, Name, Logo, Delay, Status, Free Shipping, Position, and an Edit button. Two rows are highlighted with a red box: ID 14 'Venipak courier' and ID 15 'Venipak pickup point', both with a transit time of '1-2 business days'.

ID	Name	Logo	Delay	Status	Free Shipping	Position	
2	My carrier		Delivery next day!	✓	✗	+ 1	Edit
4	My light carrier		The lighter the cheaper!	✗	✗	+ 2	Edit
9	Venipak		Pick up in-store	✓	✓	+ 3	Edit
3	My cheap carrier		Buy more to pay less!	✗	✗	+ 4	Edit
14	Venipak courier	V	1-2 business days	✓	✗	+ 5	Edit
15	Venipak pickup point	V	1-2 business days	✓	✗	+ 6	Edit

Press **Edit** next to the desired carrier to setup carrier name, transit time, price and weight ranges, zones and customer group access:

## Venipak courier

1 General settings 2 Shipping locations and costs 3 Size, weight, and group access

Add handling costs YES NO

Free shipping YES NO

Billing  According to total price.  According to total weight.

Tax No tax

Out-of-range behavior Apply the cost of the highest

Ranges

Will be applied when the weight is	>=	kg	0.000000
All	<input type="checkbox"/>	€	
Africa	<input checked="" type="checkbox"/>	€	0.000000
Asia	<input checked="" type="checkbox"/>	€	0.000000
Central America/Antilla	<input checked="" type="checkbox"/>	€	0.000000
Europe	<input checked="" type="checkbox"/>	€	0.000000
Europe (non-EU)	<input checked="" type="checkbox"/>	€	0.000000
North America	<input checked="" type="checkbox"/>	€	0.000000
Oceania	<input checked="" type="checkbox"/>	€	0.000000
South America	<input checked="" type="checkbox"/>	€	0.000000

## 4.2 Module configuration

To configure the module, navigate to **Modules** -> **Module manager**, find the Venipak module and press **Configure**:

Module Manager / Modules

Module manager

Upload a module Connect to Addons marketplace

venipak

Category All Categories Status Show all modules Bulk actions Uninstall

Shipping & Logistics

Venipak Shipping v0.9.1 - by mijora.lt Shipping module for Venipak delivery method Configure

There are 5 module settings sections.

## 4.3 Api Settings

API SETTINGS

\* API username

\* API password

\* API ID

This is the information that is provided to you by Venipak. It is required to use Venipak shipping services.

## 4.4 Shop Settings

SHOP SETTINGS

\* Sender Name

\* Company code

\* Address

\* City

\* Country Code

\* Postcode

\* Contact person

\* Mob. Phone

\* Email

Use as sender's address.  YES  NO

Use shop settings as sender's address. Otherwise information from your Venipak account will be used.

This section is used to enter the address and contact information of the shop/sender. They are not required to use the module, unless you do not have any Venipak warehouses created or if you want to use this address as sender's address, instead of the one that you have provided in your Venipak account.

## 4.5 Courier settings

COURIER SETTINGS

Door code  YES  NO  
*Add input for customers to enter their door code, when selected courier.*

Cabinet number  YES  NO  
*Allow customers to input cabinet number.*

Warehouse number  YES  NO  
*Allow customers to select warehouse.*

Enable carrier call before delivery  YES  NO  
*Enable this option, if you want courier to call a consignee before shipment delivery*

Enable delivery time selection  YES  NO  
*Allow customers to select delivery time.*

Enable/Disable delivery times  Anytime  
 Until 10:00  
 Until 12:00  
 8:00-14:00  
 14:00-17:00  
 18:00-22:00

With these settings you can enable/disable additional fields that you can allow your customer to specify, when they select the Venipak carrier delivery method. Each setting is explained below the corresponding button.

If you enable delivery time selection, you can additionally select the delivery times that you want your customers to be able to select (the **Enable/Disable delivery times** setting).

## 4.6 Label settings

LABELS SETTINGS

Label size  A4  
 100 X 150  
*Paper size of printing labels*

Last pack number   
*This field allows to change the last package number that is included in the label code (label code always must be unique). This value must be a number and not longer than 7 characters.*

- **Label size** - select the format that will be used when printing labels;
- **Last pack number** - this field allows to change the last package number that is included in the label code (label code always must be unique). This value must be a number and not longer than 7 characters.

## 4.7 Advanced settings

ADVANCED SETTINGS

Carrier disable passphrase:

*Carriers will not be used for the cart, if cart contains any product, whose description contains this passphrase.*

This setting is used if you want to disable Venipak delivery services for specific products, without having to select all the allowed carriers for the product. If product's description contains the value that is specified here, Venipak delivery services will not be available for the cart, which contains this product.

## 4.8 Venipak Warehouses

Venipak warehouses will be used to specify the location, to which you want carriers to arrive. If you do not specify any warehouse, carrier will be called to the address that is specified in module's **Shop Settings**.

Navigate to **Shipping** -> **Venipak Warehouses** to manage your warehouses:

ID	Warehouse name	Company code	Full name of contact person	Country code	City	Warehouse address	Zip code of warehouse	Contact phone number	Default	Carrier arrival	
1	Pirmas Sandelys	565656155	Moderr	LT	Kaunas	Kings avenue	65555	37069587412	✓	No arrival today.	Edit
2	Antras sandelys	41541441	Imierith	LT	LOVISA	Savanorių pr.	47812	37069587412	✗	No arrival today.	Edit

## 4.9 Venipak Orders

This page contains all orders that were placed with Venipak delivery service as carrier option. You can do various here print/generate labels, change shipment info, track orders, execute bulk actions. There is also a link to manifests page, which is

marked on the screenshot above.

Shipping / Venipak Orders

## Venipak Orders

Help

READY ORDERS Generated Manifests [Link to manifest creation and printing page](#) Refresh the tracking status for all undelivered orders [Track all orders](#)

VENIPAK ORDERS

ID	Shop	Status	Customer	Tracking number(s)	Actions	Tracking status
24	Mijora Venipak	Venipak siunta paruoosta	J. Doe	V17417E0000386	<a href="#">Print label(s)</a> <a href="#">Change Shipment Info</a> <a href="#">Shipment Tracking</a>	Shipping label created
25	Mijora Venipak	Awaiting bank wire payment	J. Doe	--	<a href="#">Generate label</a> <a href="#">Change Shipment Info</a>	Shipping label not created
26	Mijora Venipak	Delivered	M. Saksniivils	V00010E2521185	<a href="#">Print label(s)</a> <a href="#">Change Shipment Info</a> <a href="#">Shipment Tracking</a>	Delivered

[Bulk actions](#) Bulk actions to generate and print labels

[Track specific shipment](#)

[Tracking status of each order](#)

Print label for specific order

Change shipment information

## 4.10 Generated Manifests.

This page contains all manifests that were created. You can print, close manifests and call courier for manifests.

Venipak Manifests

Ready Orders **GENERATED MANIFESTS**

VENIPAK MANIFESTS

ID	Shop	Creation Date	Orders in manifest	Carrier arrival	Warehouse	Closed		
17417210903010	Mijora Venipak	09/03/2021 12:00:36	6, 9	2021-09-25 00:00:00 - 2021-09-25 11:00:00	Antras sandelys	Yes	<input type="button" value="Print Manifest PDF"/>	--
17417210903011	Mijora Venipak	09/03/2021 12:00:36	7, 8	2021-09-08 14:00:00 - 2021-09-08 16:00:00	Pirmas Sandelys	Yes	<input type="button" value="Print Manifest"/>	--
17417210906001	Mijora Venipak	09/06/2021 16:18:44	12	2021-09-12 00:00:00 - 2021-09-12 10:00:00	Pirmas Sandelys	Yes	<input type="button" value="Print Manifest"/>	--
17417210908001	Mijora Venipak	09/08/2021 12:46:43	13, 14		Pirmas Sandelys	Yes	<input type="button" value="Print Manifest"/>	<input type="button" value="Call Courier"/>
17417210917001	Mijora Venipak	09/17/2021 11:02:14	15		Pirmas Sandelys	No	<input type="button" value="Print and close Manifest"/>	<input type="button" value="Call Courier"/>

*All order ID's are listed, that are included in the manifest*

*Carrier arrival date*

*If manifest is closed, no more orders will be added to it*

*Call carrier, if it wasn't called for this manifest yet*

Call courier.

If you press the **Call courier** button specified above, the following modal will be displayed:

Quick Access

Venipak Manifests

Venipak Manifests

Ready Orders **GENERATED MANIFESTS**

VENIPAK MANIFESTS

ID	Shop	Creation Date	Orders in manifest	Carrier arrival	Warehouse	Closed		
17417210903010	Mijora Venipak	09/03/2021 12:00:36	6, 9	2021-09-25 00:00:00 - 2021-09-25 11:00:00	Antras sandelys	Yes		
17417210903011	Mijora Venipak	09/03/2021 12:00:36	7, 8	2021-09-08 14:00:00 - 2021-09-08 16:00:00	Pirmas Sandelys	Yes		
17417210906001	Mijora Venipak	09/06/2021 16:18:44	12	2021-09-12 00:00:00 - 2021-09-12 10:00:00	Pirmas Sandelys	Yes		
17417210908001	Mijora Venipak	09/08/2021 12:46:43	13, 14		Pirmas Sandelys	Yes		
17417210917001	Mijora Venipak	09/17/2021 11:02:14	15		Pirmas Sandelys	No		

CALL VENIPAK COURIER

Coment to courier (optional)

**!**

- Must be at least 2 hours difference between TIME FROM and TIME TO
- Minutes should be indicated quarterly: 15, 30, 45, 00

Carrier arrival time (from)

Carrier arrival time (to)

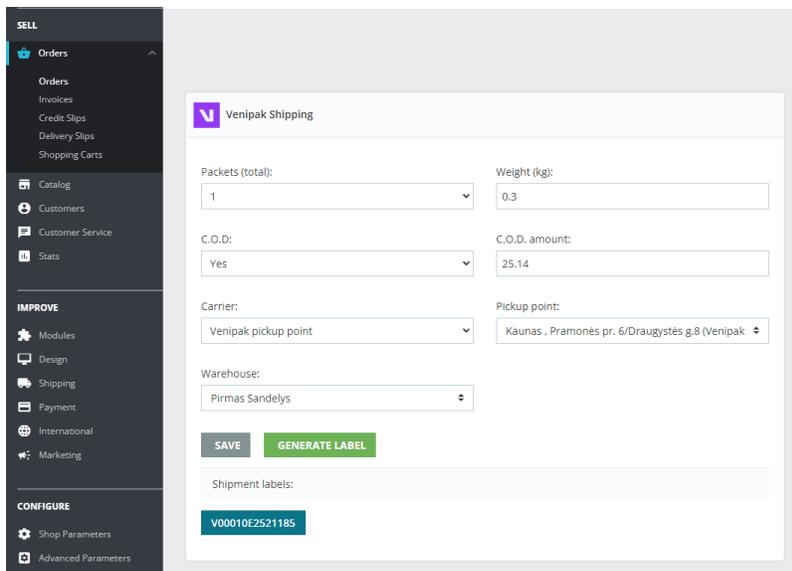
Simply select the carrier arrival date in accordance to the specified rules, add the comment if you need to and send the carrier call request to Venipak.

## 5 Venipak order settings

After order is placed with Venipak shipping service, you have ability to enter Venipak shipping settings on order edit page or in Venipak orders page.

### 5.1 Order page

On order, the Venipak Shipping block will be displayed at the bottom:



The screenshot shows the Venipak Shipping settings form within a Magento 2 admin interface. The left sidebar contains navigation menus for 'SELL', 'IMPROVE', and 'CONFIGURE'. The main content area displays the 'Venipak Shipping' form with the following fields and values:

Field	Value
Packets (total):	1
Weight (kg):	0.3
C.O.D.:	Yes
C.O.D. amount:	25.14
Carrier:	Venipak pickup point
Pickup point:	Kaunas, Pramonės pr. 6/Draugystės g.8 (Venipak)
Warehouse:	Pirmas Sandelys

Below the form are two buttons: 'SAVE' and 'GENERATE LABEL'. Underneath, the 'Shipment labels:' section displays the label number 'V000110E2521185'.

Here you can change all the information related to the shipment: packet count, weight, carrier service, pickup, warehouse, etc.

If you update any information, you have to press **Save** before generating a label. Only then click **Generate label**:

**V** Venipak Shipping

Packets (total):  Weight (kg):

C.O.D.:  C.O.D. amount:

Carrier:  Pickup point:

Warehouse:

1. Click "SAVE" to update the shipment information  
2. Click this button to generate label(s)

If you have specified more than one packet, label for each packet will be generated and link to each label will be displayed:

**V** Venipak Shipping

Packets (total):  Weight (kg):

C.O.D.:  C.O.D. amount:

Carrier:  Pickup point:

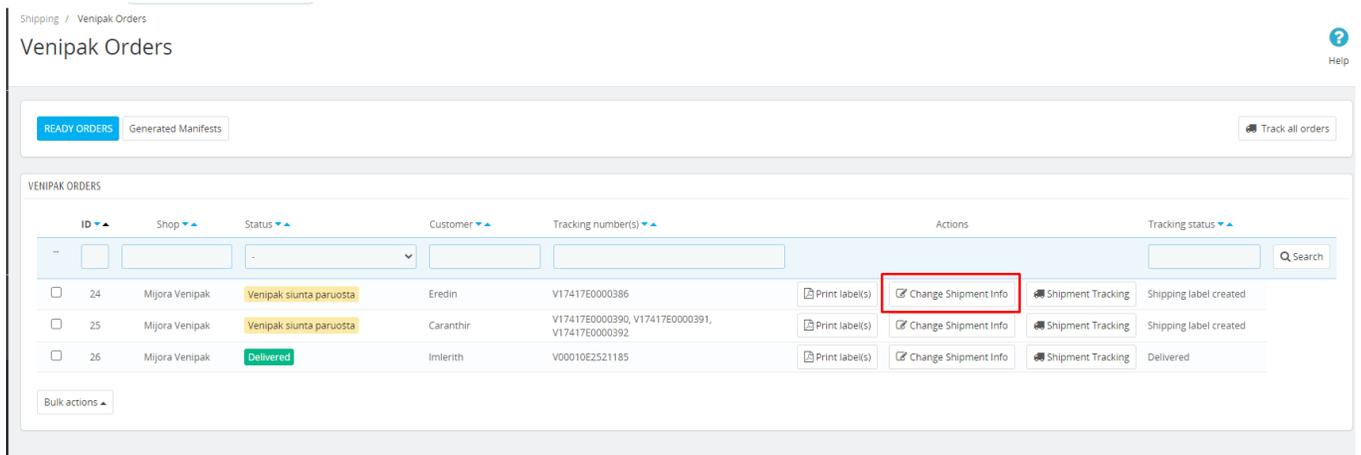
Warehouse:

Shipment labels:

[V17417E0000390](#) [V17417E0000391](#) [V17417E0000392](#)

## 5.2 Venipak orders page.

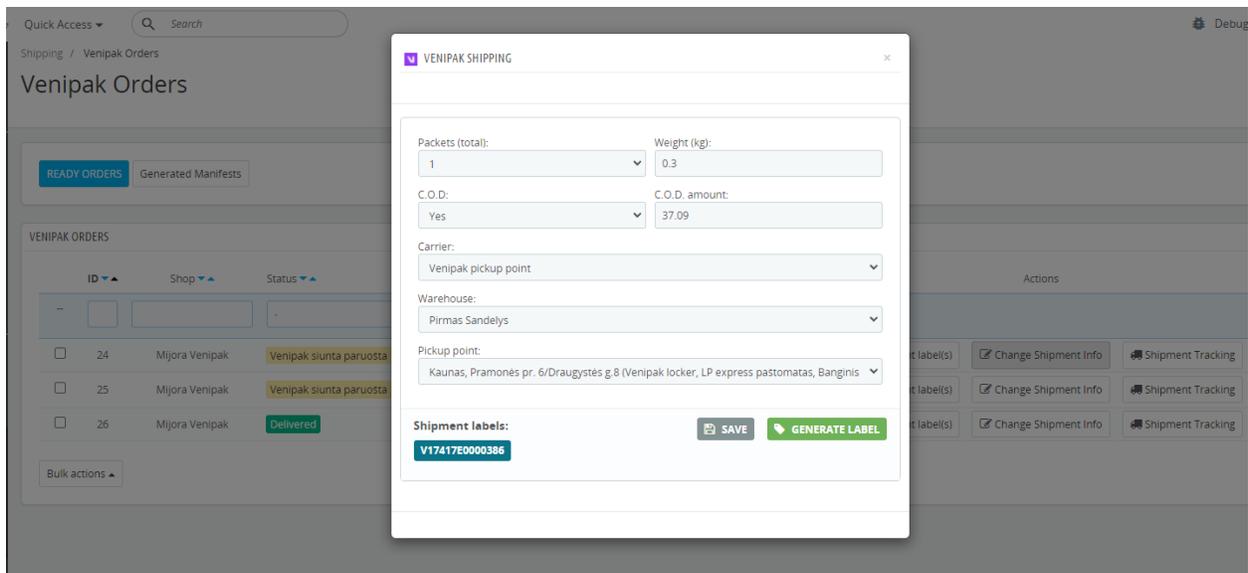
You can edit order information Venipak orders page. Navigate to **Shipping** -> **Venipak Orders**. In the order list, click on the **Change shipment button** on the order that you want to edit:



The screenshot shows the Venipak Orders page with a table of orders. The 'Change Shipment Info' button for order 24 is highlighted in red. The table has the following data:

ID	Shop	Status	Customer	Tracking number(s)	Actions	Tracking status
24	Mijora Venipak	Venipak siunta paruosta	Eredin	V17417E0000386	Print labels(s), Change Shipment Info	Shipping label created
25	Mijora Venipak	Venipak siunta paruosta	Caranthir	V17417E0000390, V17417E0000391, V17417E0000392	Print labels(s), Change Shipment Info	Shipping label created
26	Mijora Venipak	Delivered	Imlerith	V00010E2521185	Print labels(s), Change Shipment Info	Delivered

The modal to edit the shipment information will appear in the modal:



The screenshot shows the Venipak Shipping modal form with the following fields and values:

- Packets (total): 1
- Weight (kg): 0.3
- C.O.D.: Yes
- C.O.D. amount: 37.09
- Carrier: Venipak pickup point
- Warehouse: Pirmas Sandelys
- Pickup point: Kaunas, Pramonės pr. 6/Draugystės g.8 (Venipak locker, LP express pastomatas, Banginis)
- Shipment labels: V17417E0000386

Buttons: SAVE, GENERATE LABEL

Here you can execute all operations that were described in the [order page](#) section.

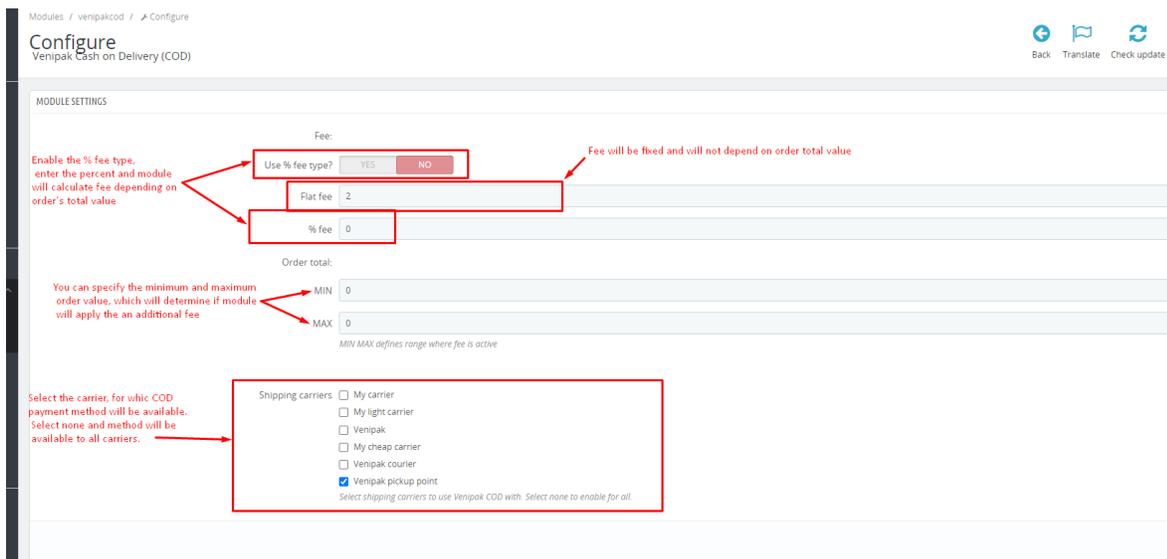
# 6 Venipak Cash on Delivery

## 6.1 Module installation

Module's installation is straightforward. Just follow the basic module installation instructions provided in [Venipak installation instructions section](#).

## 6.2 Module overview

The Venipak Cash on Delivery (C.O.D) module is a payment module, which allows you charge extra fee when C.O.D payment method is selected. The fee can be flat or percentage from order total. The extra fee will be added to the order shipping value. You can also specify the minimum and maximum order total ranges, when this module will apply the fee. Module can be used for all carriers or only for the specified ones. Please check out the following picture for more detailed information:



## 6.3 Venipak COD and Venipak Pickup Service

Venipak COD module offers unique functionality, when used together with Venipak Pickup service. Sometimes customer may want to use the Cash/Card on Delivery payment method with pickup that does not allow the COD payment method. Luckily, this payment method adapts to this situation and allows customer to select another pickup point, which supports the COD payment method:

✓ PERSONAL INFORMATION edit

✓ ADDRESSES edit

✓ SHIPPING METHOD edit

**4 PAYMENT**

Pay with cash on delivery (COD) N

You will be able to pay with bank cash on delivery.

Your selected terminal does not support C.O.D payment method. Please select another terminal

Select a pickup point

Pay by Check

Pay by bank wire

Pay by Cash on Delivery

I agree to the [terms of service](#) and will adhere to them unconditionally.

PLACE ORDER

Additionally, the module will provide only those pickup points for selection that support COD payment method.