MANUAL ODOO PLUG-IN





ODOO DHL ECOMMERCE PLUG-IN INSTALLATION INSTRUCTIONS

Follow the steps below to install and configure the DHL eCommerce plug-in in your Odoo system:



Download the plug-in

- **1.** Log in to your Odoo administrator account.
- 2. Navigate to Apps and install the dhl_ecommerce module.

Link DHL to Odoo

- **3.** Login to My DHL Portal.
- 4. Go to Settings (1)
- 5. Go to Links (2)
- 6. Select Odoo (3)

ODOO DHL ECOMMERCE PLUG-IN **AUTHENTICATE ODOO**

	Enter the following information:
	1. Customer number (1)
	Select your customer number.
Odoo	2. Odoo API key (2)
	Go to My Preferences and click on Account Security in
① The connector only stores essential information that is needed to create a shipping label and packing slip. This information is stored for 12 months.	your Odoo account menu to find or generate your API Key.
DHL TEST - 08500001	3. Odoo user name (3)
	This is the e-mail address you use to log in to the Odoo environment.
Authentication	4. Odoo host url (4)
Api key 2	This is the full url of the Odoo shop.
Username 3	For example: https://odoo-demo-accept.dhlecommerce.nl/
Host uri 4	5. Odoo database (5)
Database 5	Go to Settings and click on Activate developer mode.
Authenticate	The database name is in parentheses next to your profile name.
	such as 'dhlecommerce' in this example.
2	Mitchell Admin (dhlecommerce)
	MARK ALL READ
floge Crush	

ODOO DHL ECOMMERCE PLUG-IN FILL IN MISSING DATA

This address will a	spear on the label as the shipping address.	×
Dentristan		
Recipient type Select your recipie	nt type (optional)	
Private address	2	×
Default extra serv Select default serv	ces ces that always appear on the label if possible. When a service is not available for a specific destination you will receive a notification for the draft label, so you can quickly adjust it yourself.	
Age check 18+	Beneg of law (3.21 Mrs 3.32 Mr	
Optional extra see Select optional se	Kess (use that will appear on the label if possible for a specific destination. You can still adjust these services for each draft tabel.	
Age check 18+	Description(3.32 Mb(3.32 Mg) Deterministic Space of address Space of addres Space of addres Space of a	
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Choose parcel size Mailbox parcel	-	
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Once authorized, fill in the missing data

1. Shipping address (1)

Name and address of the sender as printed on the label. New addresses are added via **Address Book** in My DHL Portal.

2. Type of recipient (2)

Here you indicate whether the recipients of your shipments are business or private. Keep in mind that different conditions, services and rates apply there.

3. Standard additional services (3)

Would you like to use additional services for all shipments? Then set that up here. If certain services cannot be combined, or are not possible for a particular type of recipient or destination, you will receive an error message. You must edit the draft before you can print the label.

4. Optional shipping options (4)

If you select services here that cannot be combined, or are not possible for a particular type of recipient or destination, you will not get an error message. The additional service is simply omitted, and the shipment is created.

5. Package size (5)

The standard package size that we use for your drafts

ODOO DHL ECOMMERCE PLUG-IN COPYING WEBHOOK



Copy the webhook and go to your Odoo environment

- 1. In Odoo, go to **Settings** and select the DHL eCommerce module.
- 2. Paste your webhook (1) in the appropriate field.
- 3. Select when you want to create a draft order (2):
 - → If you are confirming a delivery order: 'Validating a delivery order'
 - → If there is new stock: 'A new stock pick is created'
 - → If you are creating a sales order: 'Sales order is created'

ODOO DHL ECOMMERCE PLUG-IN MAKING LABELS

DHL					+ Search	_		⊙ ⊕ tN - W
Cashboard	C Back Stigments > Drafts							
Shipments A								
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Archived		F. Sorthy Time Constant						
Drafts						-		e , 6 .
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Address book			Shipper	DHL Test		Receiver	test Vn	
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C Rates			Delivery method	2		Extra services	2	
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(b) Foldmann								*
(c) Hous menu								

Generate labels

Depending on the selection you have made, a draft label is automatically generated in My DHL Portal.

NEED SUPPORT?

If you have questions or problems while installing or configuring Odoo, then our support team is here for you. Contact us at ecommercesales.applicationsupport@dhl.com