



PHOENIIX

Documentation Of Advanced Sequential Order Number Pro For Woocommerce

Installation of Advanced Sequential Order Number Pro For Woocommerce

Installation

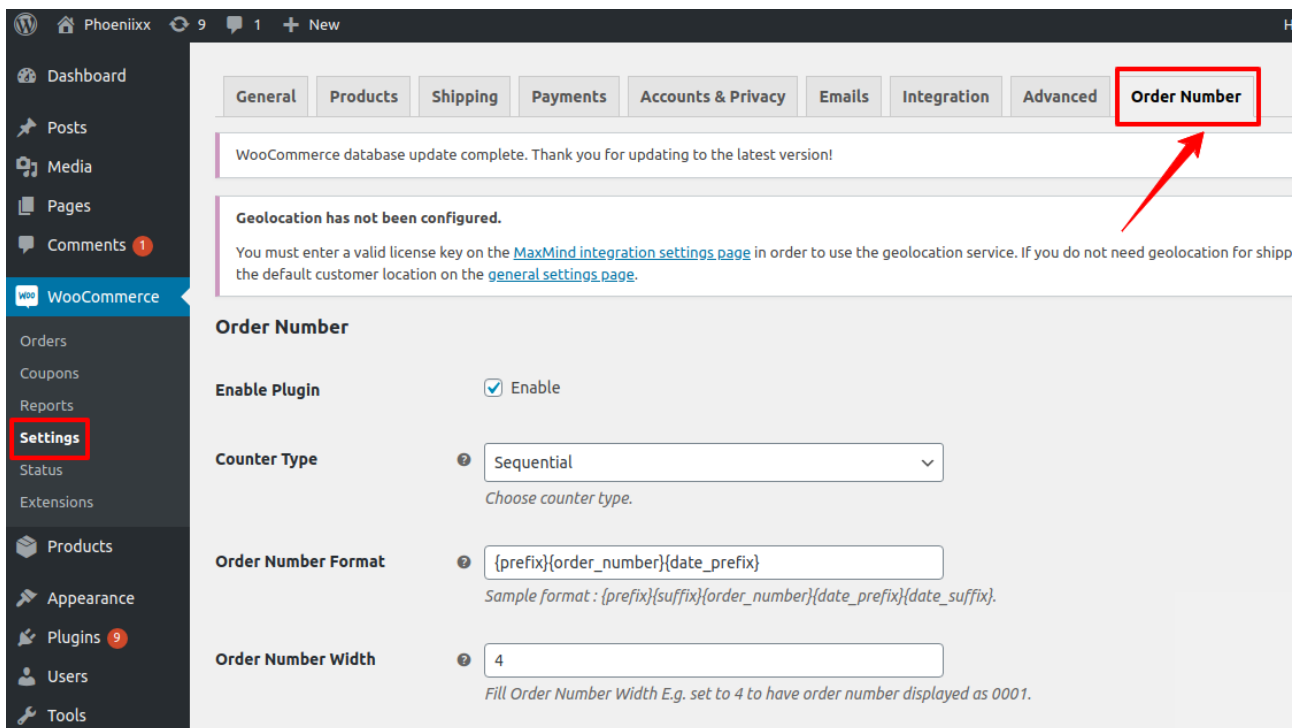
- ◆ Visit our website : <https://phoeniix.com/my-account>
- ◆ Login into your account.
- ◆ From your my account area , you can download the plugin zip fle.
- ◆ After downloading the plugin , Go to your WordPress admin panel, and then to Plugins. Click on "Add New" and then upload the zip fle of the plugin using the "**Upload Plugin**" button you can fnd on top of the screen.

NOTE : If you are using free version then kindly deactivate it and then activate the premium version.

Activation

Once you have uploaded the plugin, activate your plugin in Plugins → Installed plugins.

If it has been activated correctly, plugin control panel is available in the tab Woocommerce → Settings → **Order Number**



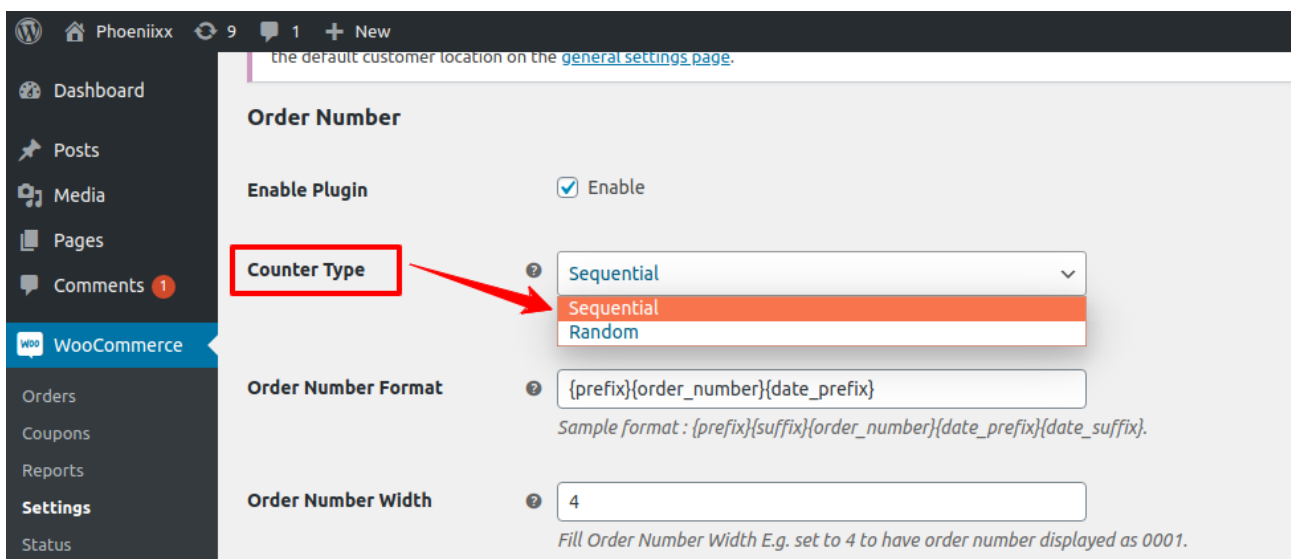
The screenshot shows the WordPress dashboard with the WooCommerce settings page open. The 'Order Number' tab is selected and highlighted with a red box. A red arrow points to this tab. The settings are as follows:

Setting	Value
Enable Plugin	<input checked="" type="checkbox"/> Enable
Counter Type	Sequential
Order Number Format	{prefix}{order_number}{date_prefix}
Order Number Width	4

General Settings

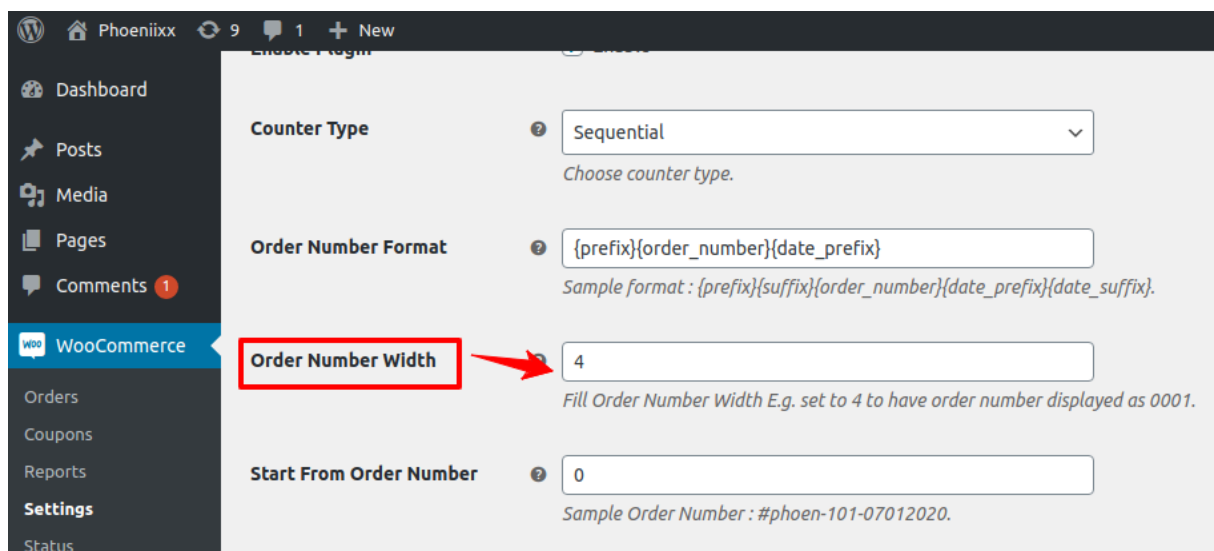
Counter Type

- ◆ There are 2 types of counter type available - **Sequential or Random**
- ◆ In sequential type, the new orders will be shown in a sequence. For Example, 0001, 0002 etc.
- ◆ Whereas in Random counter type, it will show in unsorted manner. For Example, 2345, 5678 etc.



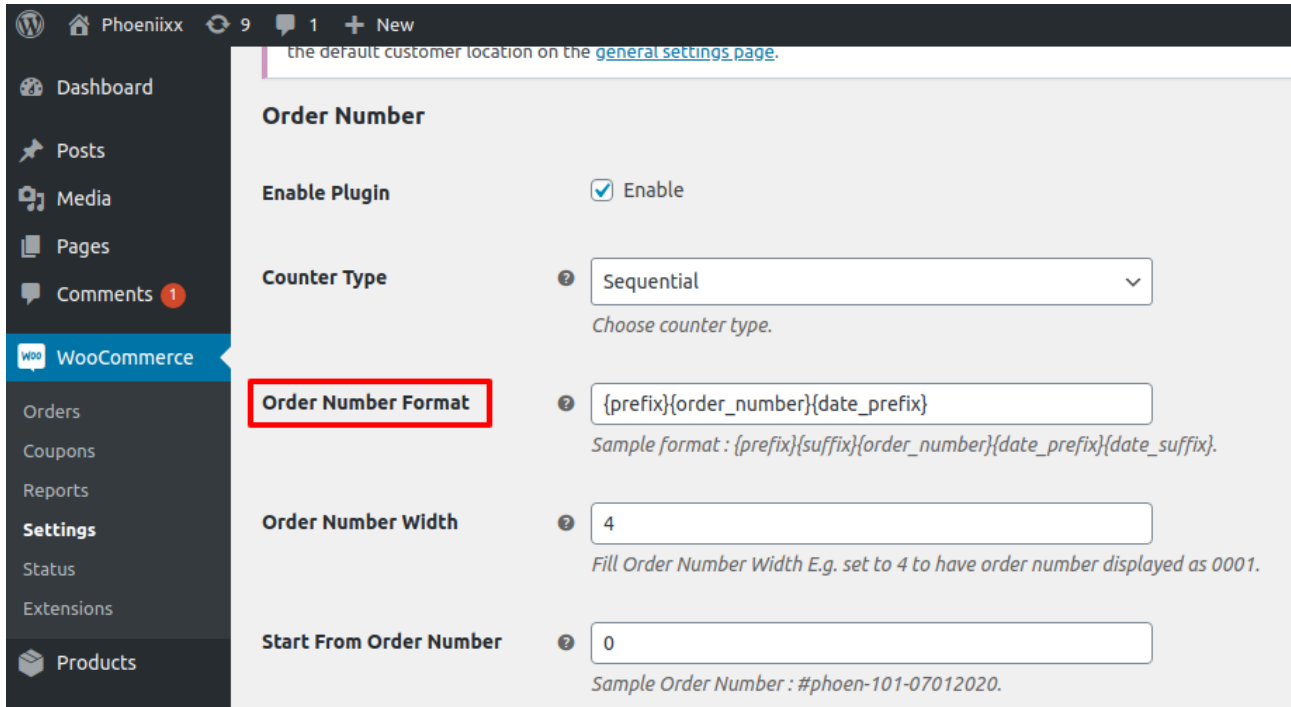
Order Number Width

- ◆ This is the order number width. When you set the width to 4 then it will display the order number as 0001 instead of 1.



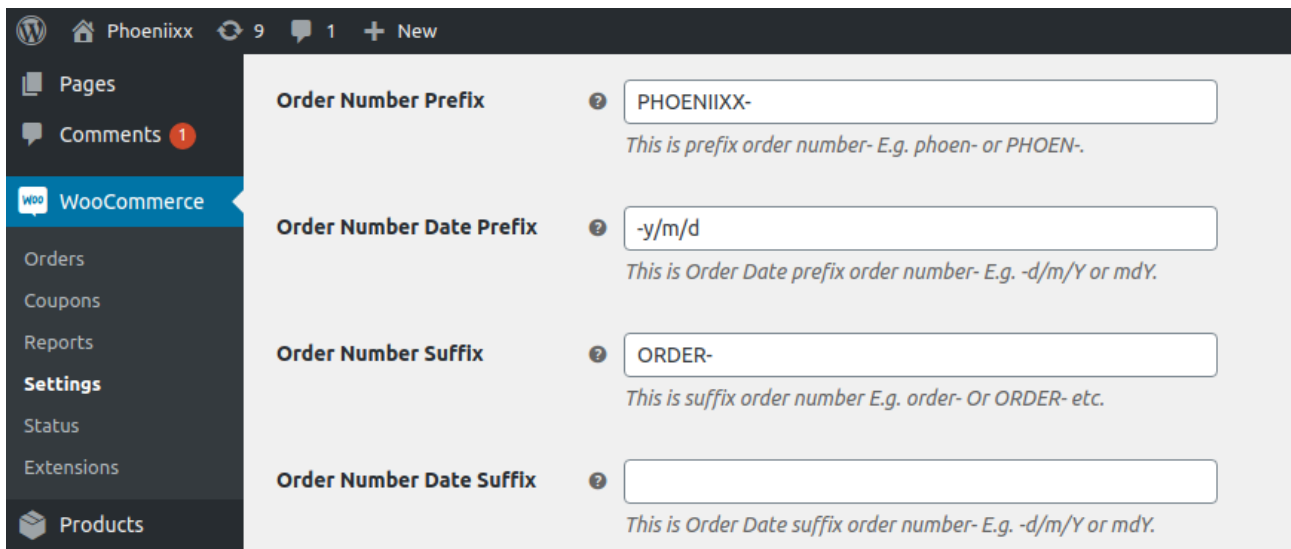
Order Number Format

- ◆ There is a predefined format to set the order number prefix, suffix and order number date prefix , suffix.
- ◆ **{prefix}{suffix}{order_number}{date_prefix}{date_suffix}**



The screenshot shows the WooCommerce 'Order Number' settings page. The 'Order Number Format' field is highlighted with a red box and contains the text `{prefix}{order_number}{date_prefix}`. Below it, a sample format is shown: `{prefix}{suffix}{order_number}{date_prefix}{date_suffix}`. Other settings include 'Enable Plugin' (checked), 'Counter Type' (Sequential), 'Order Number Width' (4), and 'Start From Order Number' (0).

- ◆ The fields are given to add/edit the prefix/suffix text for order number and order date.

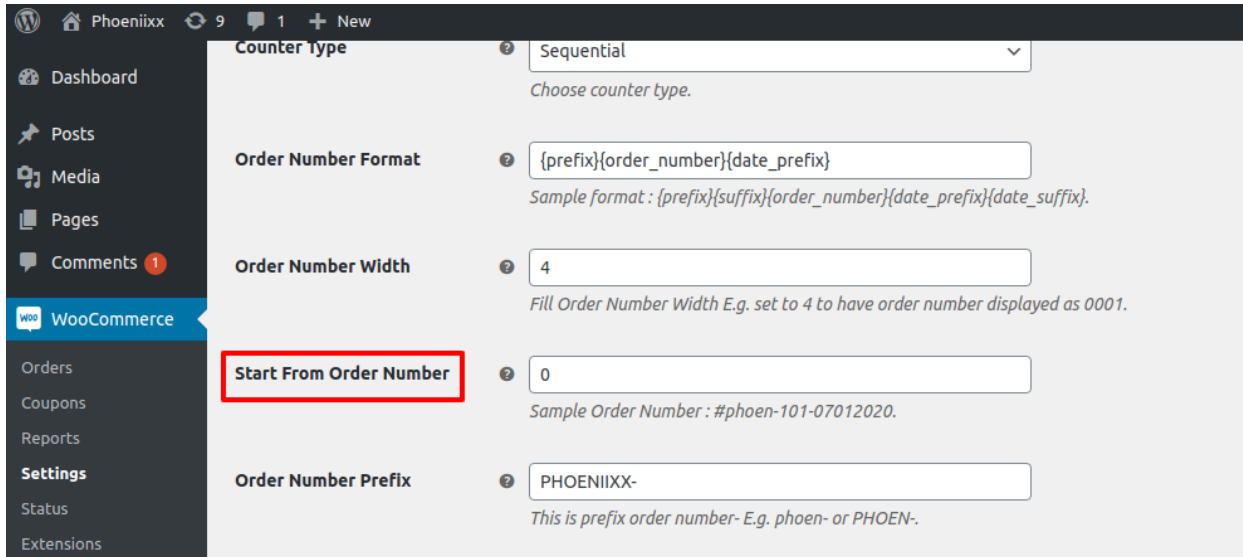


The screenshot shows the 'Order Number' settings page with the following fields filled in:

- Order Number Prefix:** PHOENIIX- (Sample: *This is prefix order number- E.g. phoen- or PHOEN-*)
- Order Number Date Prefix:** -y/m/d (Sample: *This is Order Date prefix order number- E.g. -d/m/Y or mdY.*)
- Order Number Suffix:** ORDER- (Sample: *This is suffix order number E.g. order- Or ORDER- etc.*)
- Order Number Date Suffix:** (Empty field, Sample: *This is Order Date suffix order number- E.g. -d/m/Y or mdY.*)

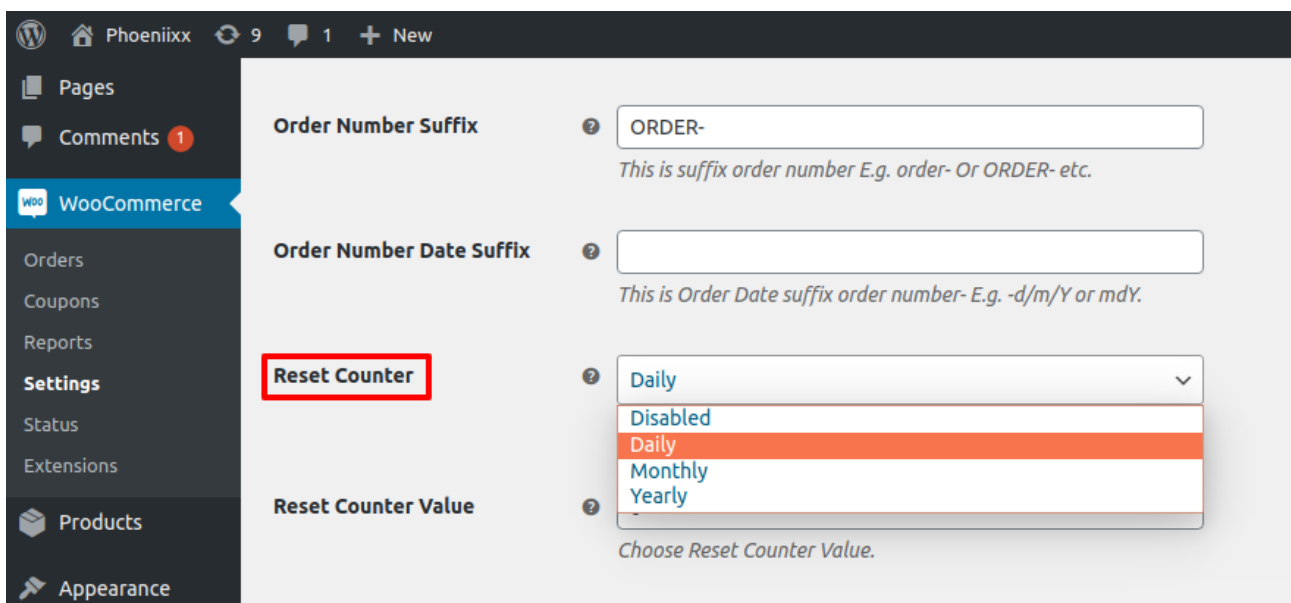
Start From Order Number

- ◆ This setting will set the starting number for the incrementing portion of the number.
- ◆ For example: if you set 11 then the new order placed and the order number will be 0012.



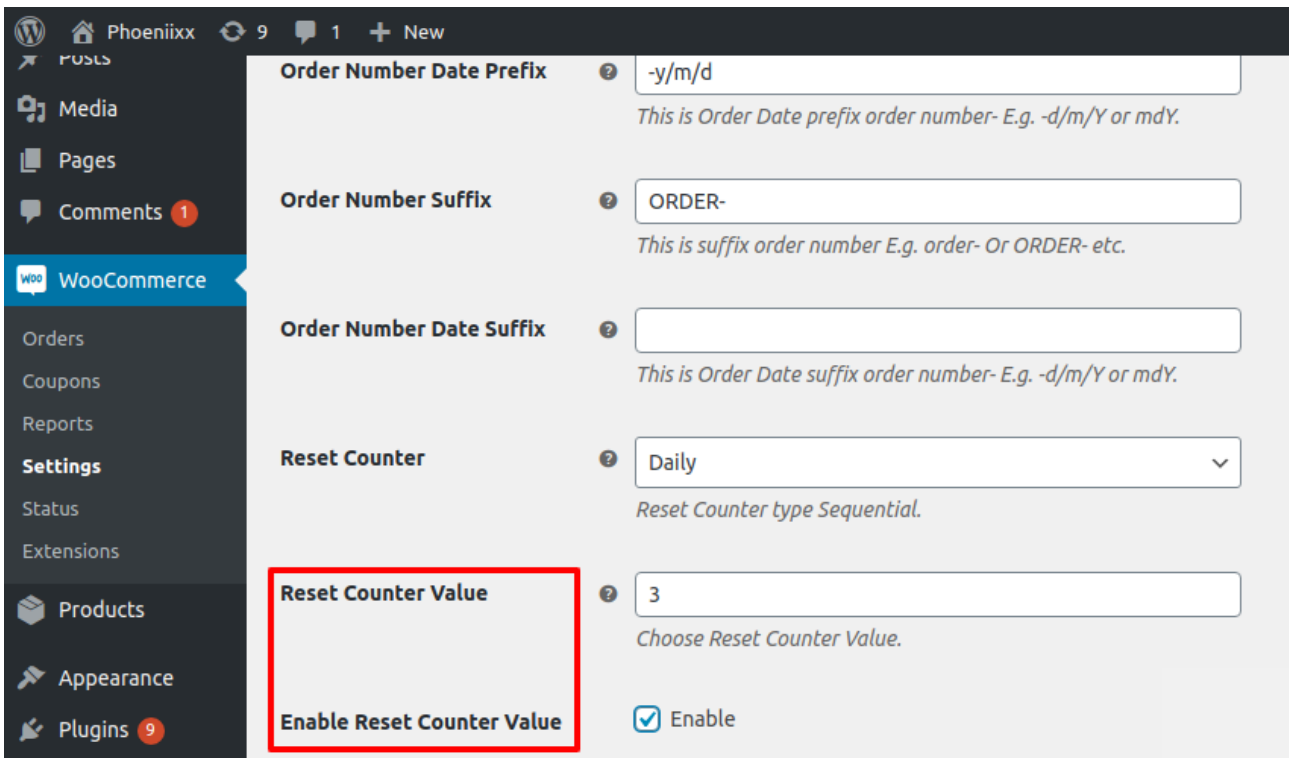
Reset Counter

- ◆ There are 3 types of reset counter available – **Daily, Monthly and Yearly.**
- ◆ On the basis of these 3 you can reset your customer orders.
- ◆ Works with Sequential counter type only.



Reset Counter Value

- ◆ Choose reset counter value, from which number you want to reset your order.



Free Order Identifier

- ◆ You can enable the free order identifier option. When any user applies any coupon code and get the product for free then in orders it will help you to identify the free orders and the paid orders.

