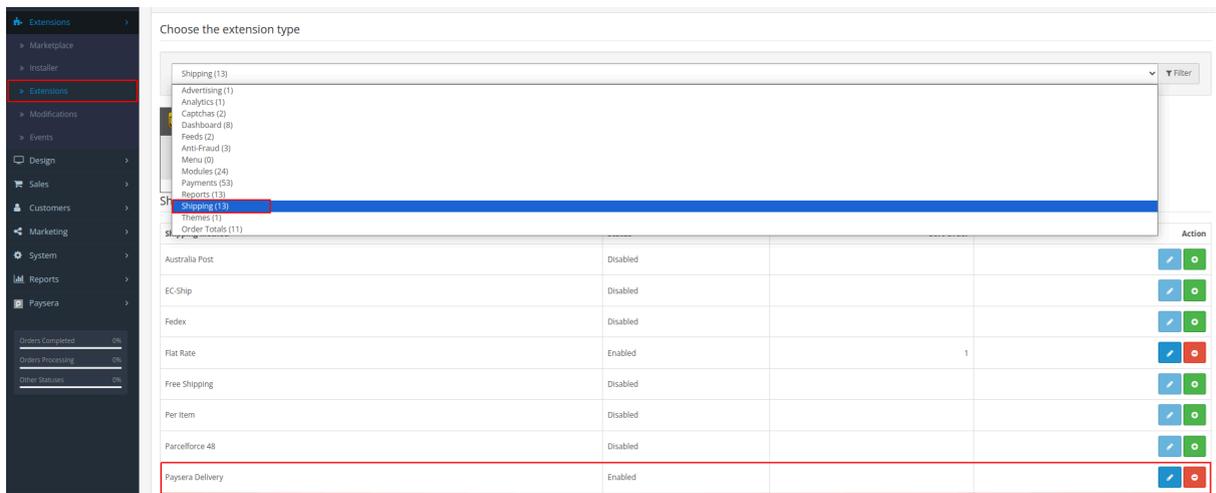
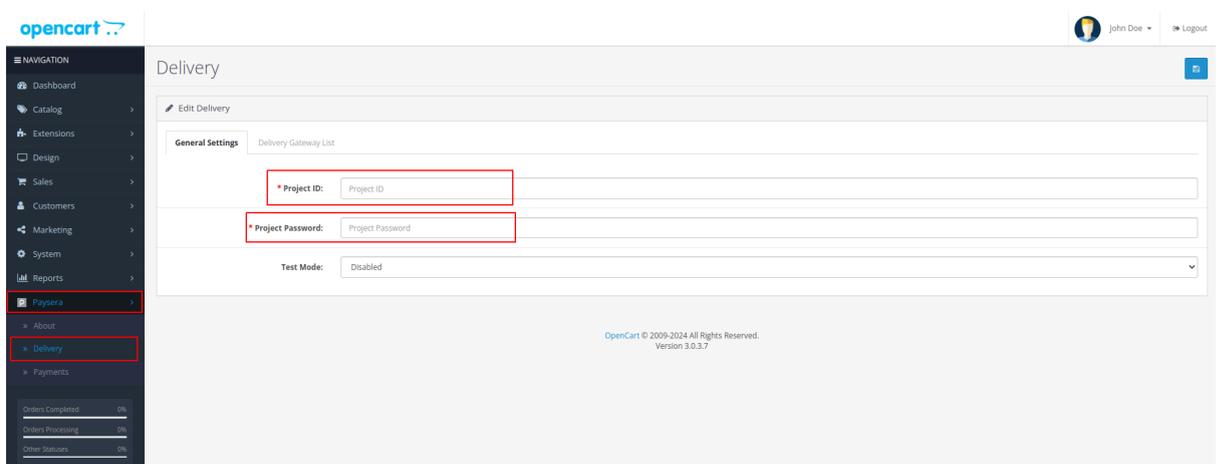


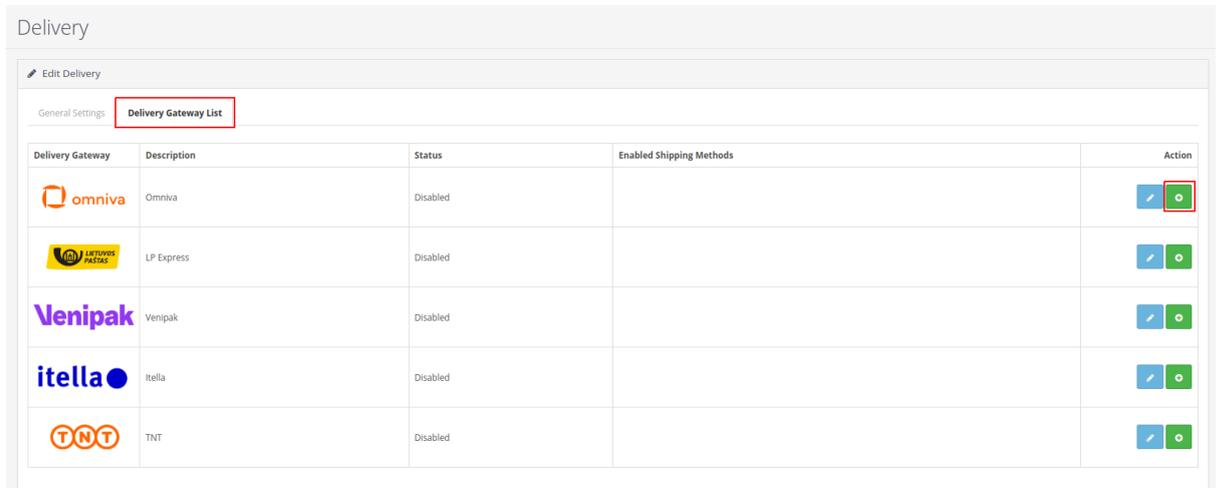
1. Check if the plugin is enabled and installed by opening the relevant menu displayed in the image below:



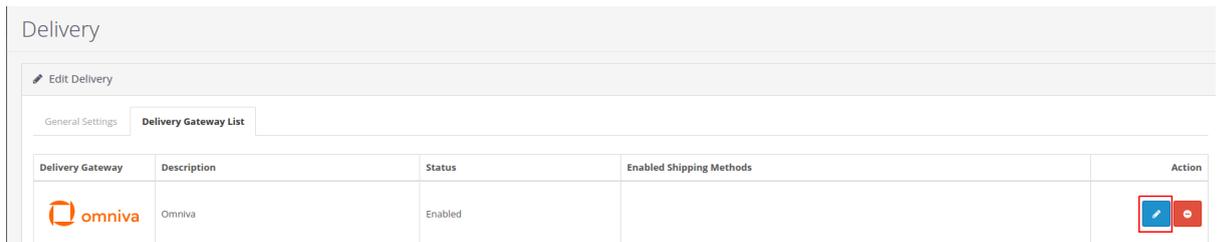
2. Open the relevant menu item and fill in the project ID and password:
  - Click on Paysera in the menu
  - Click on the submenu Delivery
  - Fill in the project ID (from Paysera payment collection project settings). If you do not see project settings, check to make sure you took all steps to turn on delivery:  
<https://developers.paysera.com/en/delivery/>
  - Fill in the project password (from Paysera payment collection project settings)



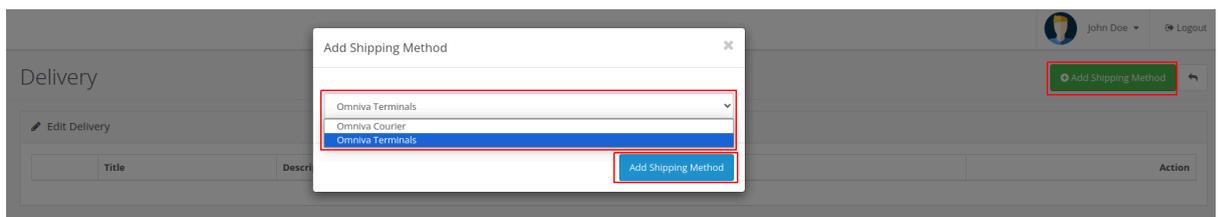
3. Activate the courier:
  - Pick which courier you want to activate and click on the button marked in the image below.



4. Add a shipping method:
  - After enabling the courier you will need to add it as a shipping method, by clicking on the edit icon in actions.



- After clicking on “ Add Shipping Method” you will be able to select between a Courier option and a Terminal option.



## 5. Configure the shipping method

- Configure the courier by clicking on the “edit” button marked in the image below.

Delivery				
Edit Delivery				Add Shipping Method
	Title	Description	Sort Order	Action
	Omniva Terminals	Omniva Terminals Allowed weight: 0-10kg Fee: 0 Pick-up Type: Courier		 

- You will see the following settings:

- Method title (Title of the shipping method which is displayed on checkout)
- Minimum weight (Minimum weight for the shipping method to be available)
- Delivery Fee (Fee for the delivery method)
- Preferred pickup type (Can be either Courier or Parcel locker)
- Geo Zone (The available zone for the shipping method, documentation on how to manage and create Geo Zones in Opencart: <https://docs.opencart.com/en-gb/system/localisation/geo-zone/>)
- Minimum order amount for free shipping (Minimum amount to qualify for free shipping)

Paysera Delivery		John Doe	Logout
Edit Delivery			
Method title:	<input type="text" value="Omniva Terminals"/>		
Minimum weight (kg):	<input type="text" value="0"/>		
Maximum weight (kg):	<input type="text" value="10"/>		
Delivery Fee (USD):	<input type="text" value="0"/>		
Preferred pickup type:	<input type="text" value="Courier"/>		
Geo Zone	<input type="text" value="All Zones"/>		
Minimum order amount for free shipping (USD):	<input type="text" value="0"/>		
Sort order:	<input type="text" value="0"/>		

6. Now when making an order you will see the selected delivery method, you can make a test delivery order in the eshop.

- Fill in the billing details
- Check if you see the shipping option Omniva Terminals
- Pick a terminal from the dropdown menu
- Complete the order

Step 4: Delivery Method ▾

Please select the preferred shipping method to use on this order.

**Flat Rate**

Flat Shipping Rate - \$5.00

**Paysera**

 **omniva** Omniva Terminalai - \$0.00

---

**Choose Terminal**

Terminal country  
Lithuania ▾

Terminal city  
Kauno apskr. ▾

Terminal location  
Kauno m. sav., Kauno IKI Jonavos paštomatas ▾

---

**Add Comments About Your Order**

[Continue](#)

7. When you confirm the order, all shipping data will be shown on the orders page:

The screenshot shows the OpenCart admin interface. On the left is a navigation menu with categories like Dashboard, Catalog, Extensions, Design, Sales, Customers, Marketing, System, Reports, and Paysera. The main content area is titled 'Orders' and shows a success message: 'Success: You have modified orders!'. Below this is an 'Order List' table with the following data:

Order ID	Customer	Status	Total	Date Added	Date Modified	Action
9	Test Test	Pending	\$103.00	25/06/2024	25/06/2024	
8	Test Test	Canceled	\$103.00	21/06/2024	21/06/2024	
7	Test Test	Canceled	\$103.00	21/06/2024	21/06/2024	
6	Test Test	Pending	\$103.00	21/06/2024	21/06/2024	

At the bottom right of the table, it says 'Showing 1 to 4 of 4 (1 Pages)'. A red box highlights the 'view' button in the 'Action' column for the first row.

- You can see all of the details by clicking the “view” button

The screenshot shows the 'Order Details' page for order #9. The page is divided into several sections:

- Order Details:** Shows 'Your Store', the date '25/06/2024', and 'Paysera payment methods'.
- Customer Details:** Shows 'Test Test', 'Default', 'test@test.test', and '866666666'.
- Options:** Shows 'Invoice', 'Reward Points' (0), and 'Affiliate' (\$0.00).
- Order (#9):** Contains 'Payment Address' and 'Shipping Address'.
- Product List:** A table showing the order's contents.

The 'Payment Address' and 'Shipping Address' are both: Test Test, Test 50000, Kaunas, Lithuania.

Product	Model	Quantity	Unit Price	Total
iPhone	product 11	1	\$101.00	\$101.00
			Sub-Total	\$101.00
			omniva Omniva Terminals	\$2.00
			Total	\$103.00

8. After the order is complete a Delivery will be created:

Order History

History Additional

Date Added	Comment	Status	Customer Notified
25/06/2024		Complete	No
25/06/2024	Delivery order created - D407101983031	Complete	No
25/06/2024	Paysera Delivery: Omniva, Courier - Parcel locker, Kauno r. sav., Kauno Karmėlavos EXPRESS MARKET paštomatas, Order created - D407101983031	Pending	No
25/06/2024		Processing	No
25/06/2024		Pending	No

Showing 1 to 5 of 5 (1 Pages)

9. The order data will also be sent to your bank.paysera.com Delivery page, where you can confirm the order, print a label, call the courier, and manage the delivery order:

- Video: How to confirm the order (In Lithuanian):

<https://www.youtube.com/watch?v=WHUxj0ML6rk>

Delivery orders Create new order

Created (1) Confirmed Collected Returned Delivered Deleted All (1)

Recipient's name, surname / company name:  Recipient's phone:  Recipient's address:

Created on: 2024-06-18 → 2024-06-25 Courier: All couriers Project:

E-shop order ID:  Delivery ID:  Tracking number:

Search

Confirm delivery order

Status	Method	Recipient	Order	Actions
<input type="checkbox"/> Draft 2024-06-25 12:59:17	Omniva LT - LT Courier - Parcel locker Kauno r. sav., Kauno Karmėlavos EXPRESS MARKET paštomatas 1 shipment(s), 4.00 EUR Via API Merchant API	Test Test 866666666 test@test.test Kauno apskr.	E-shop order ID: 9 Project ID: ... Delivery ID: D407101983031	<span>⋮</span>

Prices | Company Details | +442 08 099 6963