

Pending Collection

1. Click **Order**
2. Then click **Pending Collection**, all the order has been process and ready to be collect by customer will be display.

Orders - Ready For Collection
E-Commerce / Orders / Ready for Collection

Show 10 entries Search:

Order	Customer	Method	Shipment	Status	Amount	Date
#00000007	MET00000093	Online Payment (FPX)	Cash on Collection	Ready for Collection	MYR 296.00	07/06/2022 4:56 PM

Showing 1 to 1 of 1 entries

Previous 1 Next

3. To view the order's detail, Click on Order Number (**highlighted in blue**),All the detail will be display as below:

Orders
#00000007
Orders / #00000007

Order Items Payment Customer

Backend Order	No
Order ID	#00000007
Order Type	Outright Purchase
Order Status	Ready for Collection
Payment Method	Online Payment (FPX)
Shipping Method	Cash on Collection
Created	07/06/2022 04:56 PM
Paid	07/06/2022 10:52 PM
Updated	07/06/2022 11:04 PM
Total Weight	1g
Premium Fee	MYR 10.00
Shipping	MYR 0.00
Amount Payable	MYR 296.00

Billing Detail

Name	MADEEHAH RASID
Address	NO10 A, LORONG BAKTI 2,, RANTAU PERINTIS
City	BANDAR PUSAT JENGA
Postcode	26400
State	Pahang

Mark as Fulfilled Invoice

4. Admin will check on all the detail displayed and to proceed, Click on



5. Then click **OK** in confirmation pop up

Confirmation

Mark as Fulfilled?



6. The pop up Order #000007(Order number) is marked fulfilled will be displayed. Click Close to end the process.

Order #00000007 marked fulfilled.



Revision #5

Created 30 May 2022 08:37:38 by Madeehah Rasid

Updated 13 June 2022 07:36:17 by Madeehah Rasid