Ship&Co installation

This document explains the procedure for installation and setup of Ship&Co and PrintNode in iPacky.

Install PrintNode

We recommend installing PrintNode first to have it ready for the Ship&Co setup. Installation and sign up can be skipped if you already have PrintNode installed and ready. Then you can skip to the Connect iPacky to PrintNode section. PrintNode is a software that allows printing to be done automatically in the background without user intervention. This software is necessary for our printing to work.

- Go to www.printnode.com
- Select Sign up and fill in the sign-up form and complete the process
- On the front page of the PrintNode web page, select Download from the top menu, and download the PrintNode client for your system
- The PrintNode client must be installed on all computers necessary to reach the printers you need access to. If they are network printers, you only need to install the client on one machine. You don't need to install the client on all computers, just the ones connected to the printers you need. The machine(s) with the PrintNode client must be turned on and logged into to be able to reach the printers. In the client you need to enter the login information you provided in sign up
- In the PrintNode client setup, answer No to the question about running it as a Windows service since this causes issues with the printer settings
- Log into the PrintNode web interface and check that all the printers you need are visible. This can be seen in Devices in the menu on the left
- To connect iPacky and PrintNode you need to generate an API key. Select API keys in the top menu
- If there are no current API keys, you need to generate one. Fill in any description and click on Create. The API key will now be listed
- This API key will be used in the iPacky PrintNode connector
- **PS: The free version of PrintNode has a limit of 50 prints a month. And a maximum of 1 client. This will cause issues even when testing if trying to test on more than one client. If testing on one client, PrintNode should be upgraded after testing has gone correctly to avoid issues later**

Windows printer driver

Make sure that your label printer is set up with the correct paper size in the printer driver settings in Windows.

Instruction for setting up paper size on Mac

If you are using a Mac as a PrintNode client, please follow these steps to set the correct paper size. This applies for all printers, not just Zebra: https://www.printnode.com/en/docs/remote-printing-to-a-zebra-printer/osx

Connect iPacky to PrintNode

Log into the iPacky Dashboard. This user must have an administrator role in iPacky.

- Expand Connectors in the left side menu in the iPacky Dashboard
- Select Manage
- Select Printnode in the Available connectors drop-down and click Add. Printnode will now be listed under Installed connectors
- Click Save
- In the left side menu, expand Connectors, and select newly added Printnode
- Copy the API key from the PrintNode web interface created earlier, and paste it into the API key field in iPacky
- Click Save
- The available printers should now be listed under the Label printer and Normal printer drop-down
- Select the printer you want to use for printing shipping labels in the Label printer drop-down. Also check the Scale to fit label. This ensures that the label will be scaled to fit the label in the printer

Special label printers

Printnode		?
		Connection status: 🟢

Integration credentials

API key	....	👁

Integration settings * Required

Label printer	DDB-KONTOR - \\odin\Brother QL-1110NWB ⌄
Scale to fit label	🔵
Automatically print packing slips	🔵
Printer for packing slip	DDB-KONTOR - Brother DCP-L3555CDW series ⌄
Packing slip page size	A4/Letter ⌄
Normal printer	DDB-KONTOR - Brother DCP-L3555CDW series ⌄
Small address label printer	DDB-KONTOR - Brother QL-720NW ⌄
Print small address label after order check	⚪

Special label printers

Name	Printer
Sagawa	DDB-KONTOR - \\odin\Brother QL-1110NWB ⌄

Scale to fit label ⚪   Used count: 2   🗑

Add

Save   Cancel

The special label printers are only used by Ship&Co to print to the correct printer based on the domestic carrier used or the shipment. Only applies for domestic carriers. This is because a label for Sagawa might be printed on a different printer than Yamato.

International carriers like DHL, UPS etc will use the Label printer defined, and not the Special label printer.

Create a special label printer for each type of printer needed according to your defined carriers. The name is irrelevant but should be understandable. Select the matching printer from PrintNode.

These special label printers will be used later in the Ship&Co connector settings.

The PrintNode setup is now complete.
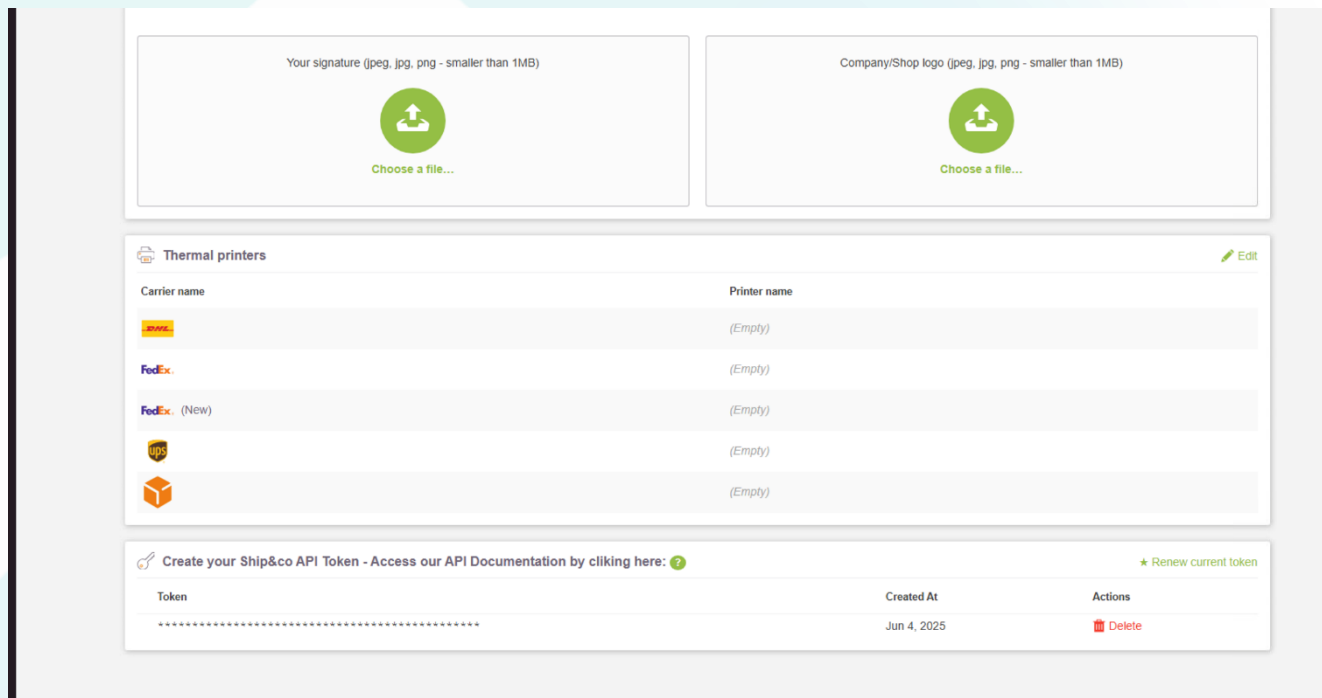
Connect iPacky to Ship&Co

Ship&Co setup

Ship&Co must be set up with carriers and other settings. It's important that Ship&Co by itself works before connecting iPacky to it.

Log into your Ship&Co account.

Go to Settings. At the bottom of the page, you must create your Ship&co API Token. If you already have one, but don't remember the token, you can delete it and create a new one. **Note**: Only delete and create if you are not using this for anything else.
Copy the token so it can be pasted into iPacky in the next steps.

iPacky setup
Log into the iPacky Dashboard. This user must have an administrator role in iPacky.

- Expand Connectors in the left side menu in the iPacky Dashboard
- Select Manage
- Select Ship&Co in the Available connectors drop-down and click Add. Ship&Co will now be listed under Installed connectors
- Click Save

- In the left side menu, expand Connectors, and select newly added Ship&Co
- Copy the token from Ship&Co web interface created earlier and paste it into the API key
- Click Save
- If the token is correct, it should now show a green Connection status, and the rest of the fields will be visible

Ship&Co

Connection status: 🟢

Integration credentials

API key •• 👁

Integration settings * Required

Special label printers

Carrier	Printer
Sagawa	Sagawa	🗑

Add

Default domestic carrier Sagawa

Default international carrier DHL

Default international service Dhl Express Worldwide

Adress links:

Myloc iPacky, Oslo, Parkveien 21, 0350

TmpTest (None)

Unit G

Default country of origin NO

Default customs code 163456

Default item weight 0

Save Cancel

- Select the default domestic carrier, and international carrier (if any).
- In the Address links you must link your Shopify location(s) to a corresponding sender address from Ship&Co
- The Default country of origin/Default customs code will be used for international shipments if these values are not on the product in Shopify
- If the Default item weight is larger than 0, and the weight on the product in Shopify is 0, this value will be used on each product

Special label printers

Here you must connect the domestic carriers to the PrintNode special label printers. Select the carrier and the corresponding special label printer. Only add the carriers that you use. The international carriers (DHL/UPS etc) will use the normal label printer set up in PrintNode (or Workstations), and not Special label printers.

Fulfillment rules

These settings will depend on whether you want all orders to Ship&Co or not. Can for example depend on local pickups. If this example, we have set as a prerequisite that all will be sent to Ship&Co.

- Select Fulfillment rules in the left side menu in the iPacky Dashboard
- In Shipment text, write: *
- Check or uncheck Notify. If checked, then Shopify will send out track&trace.
- Check Fulfill
- In Label drop-down, select Ship&Co
- Click + on left side
- Click Save

Workstations

If you are using multiple workstations with their own printer(s) you must set up workstations under iPacky Dashboard->Tools. There you connect the PrintNode Special label printers to the printer(s) on that workstation.

iPacky, Ship&Co and PrintNode are now set up and connected!