

Link up Royal Mail account in SoldEazy

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Link up Royal Mail account in SoldEazy

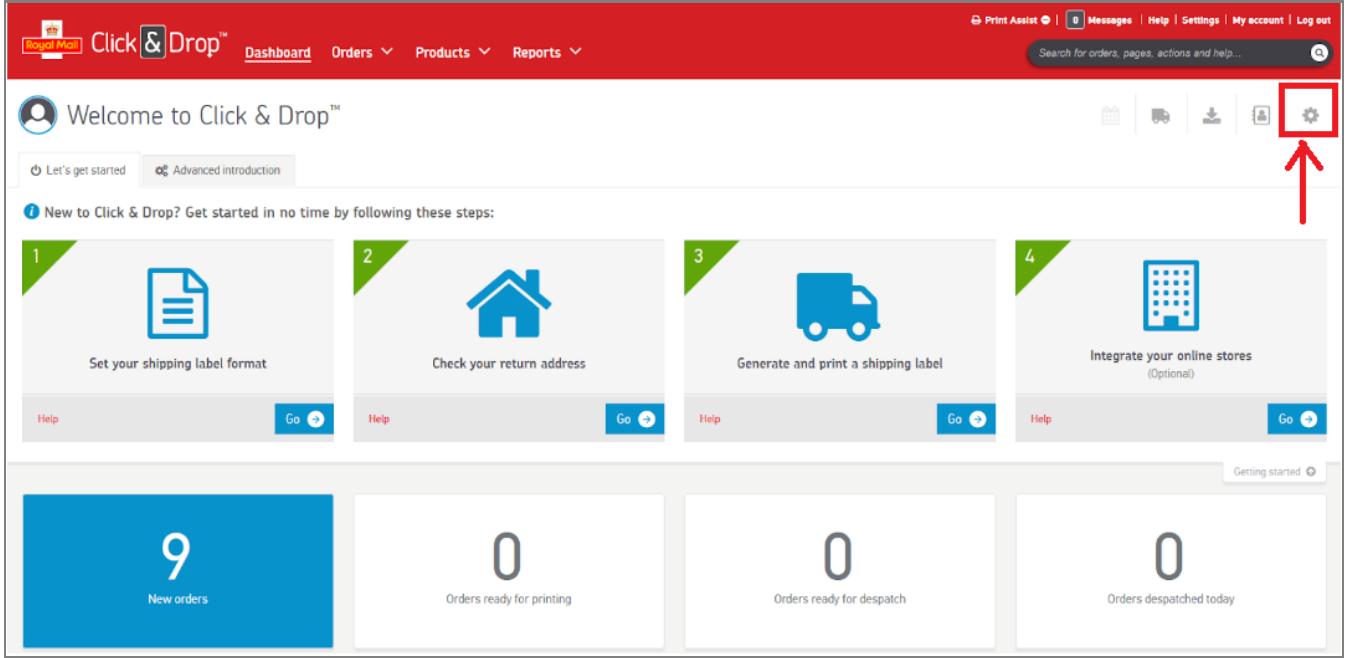
1. Generate a Click & Drop API authorisation key
2. Use API authorization key in SoldEazy

1. Generate a Click & Drop API authorization key

Go to Royal Mail's "Click & Drop" platform and log in:

<https://business.parcel.royalmail.com/>

Go to Settings



The screenshot shows the Royal Mail Click & Drop dashboard. At the top, there is a red header bar with the Royal Mail logo, the text "Click & Drop™", and navigation links for "Dashboard", "Orders", "Products", and "Reports". On the right side of the header, there are links for "Print Assist", "Messages", "Help", "Settings", "My account", and "Log out". Below the header, there is a search bar with the placeholder "Search for orders, pages, actions and help...". The main content area starts with a "Welcome to Click & Drop™" message and a "New to Click & Drop? Get started in no time by following these steps:" section. This section contains four numbered steps: 1. Set your shipping label format (with a file icon), 2. Check your return address (with a house icon), 3. Generate and print a shipping label (with a truck icon), and 4. Integrate your online stores (Optional) (with a building icon). Each step has a "Help" link and a "Go" button. Below this, there are four large boxes showing statistics: "9 New orders" (blue box), "0 Orders ready for printing", "0 Orders ready for despatch", and "0 Orders despatched today". At the bottom of the dashboard, there is a "Getting started" link. A red box and arrow highlight the "Settings" icon in the top right corner of the dashboard area.

Print Assist 0 | 0 Messages | Help | Settings | My account | Log out

Search for orders, pages, actions and help...

Click & Drop™ Dashboard Orders Products Reports

Settings / Overview

Integrations
Connect and manage your online stores to allow Click & Drop to automatically import your orders for you

 Go →

Company address
Set up and manage your trading and return addresses

 Go →

User management
Set up and manage users on your Click & Drop account

 Go →

Trading names
Set up and manage trading names if you trade online using different business identities or brands

 Go →

Shipping services
See details of your shipping services and configure your favourites

 Go →

Label format
Choose the label and despatch note format you'd like to use for your shipping labels

 Go →

Shipping rules
Set up and manage shipping rules to automatically apply postage to your orders

 Go →

My data
Submit requests to erase customer data from your Click & Drop orders, or entirely delete your Click & Drop account

 Go →

Default customs information
Choose default categories, a signature image, and default package contents for your customs declaration documents

Miscellaneous
Set up and manage miscellaneous settings related to your Click & Drop account

Click "add a new integration"

Print Assist 0 | 0 Messages | Help | Settings | My account | Log out

Search for orders, pages, actions and help...

Click & Drop™ Dashboard Orders Products Reports

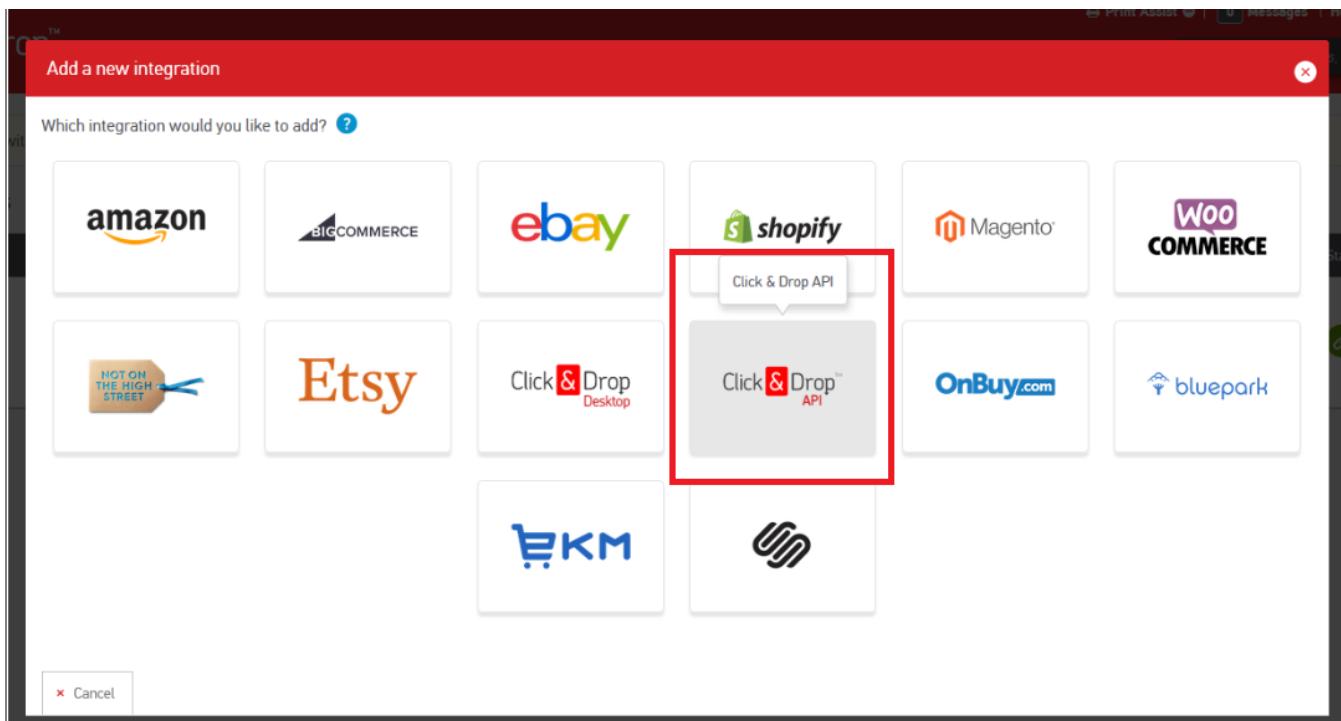
Settings / Integrations

Integrate your online stores with Click & Drop by using the 'Add a new integration' button.

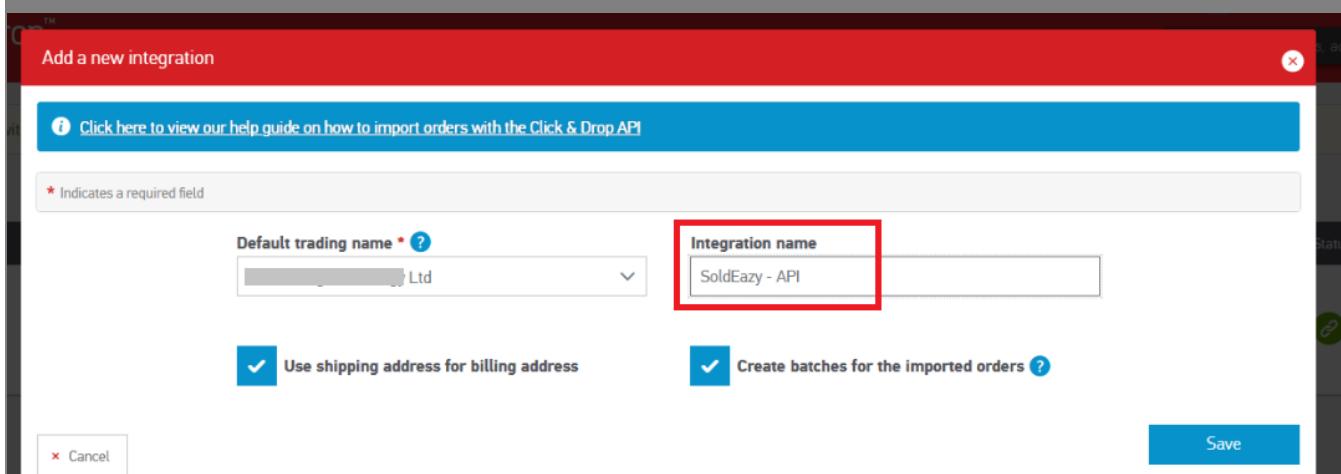
 Add a new integration

Channel	Integration name	Trading name	Country	Username	Connection expires	Status
	Manual Order Entry					

Choose "Click & Drop API"



Set up integration name and save



Go back to integration settings and click status icon on your new integration.(Red means inactive)

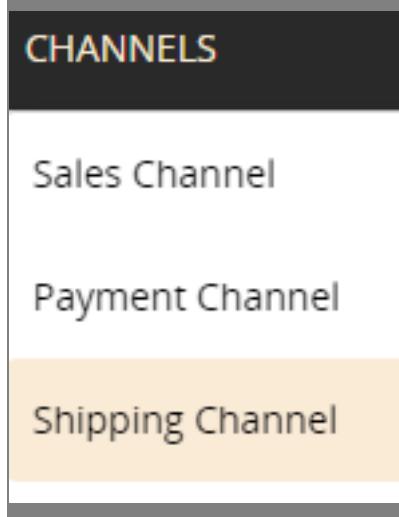
Settings / Integrations							Add a new integration
Channel	Integration name	Trading name	Country	Username	Connection expires	Status	
Click & Drop API	SoldEazy - API	All	United Kingdom				
Manual Order Entry							

Update and connect your integration

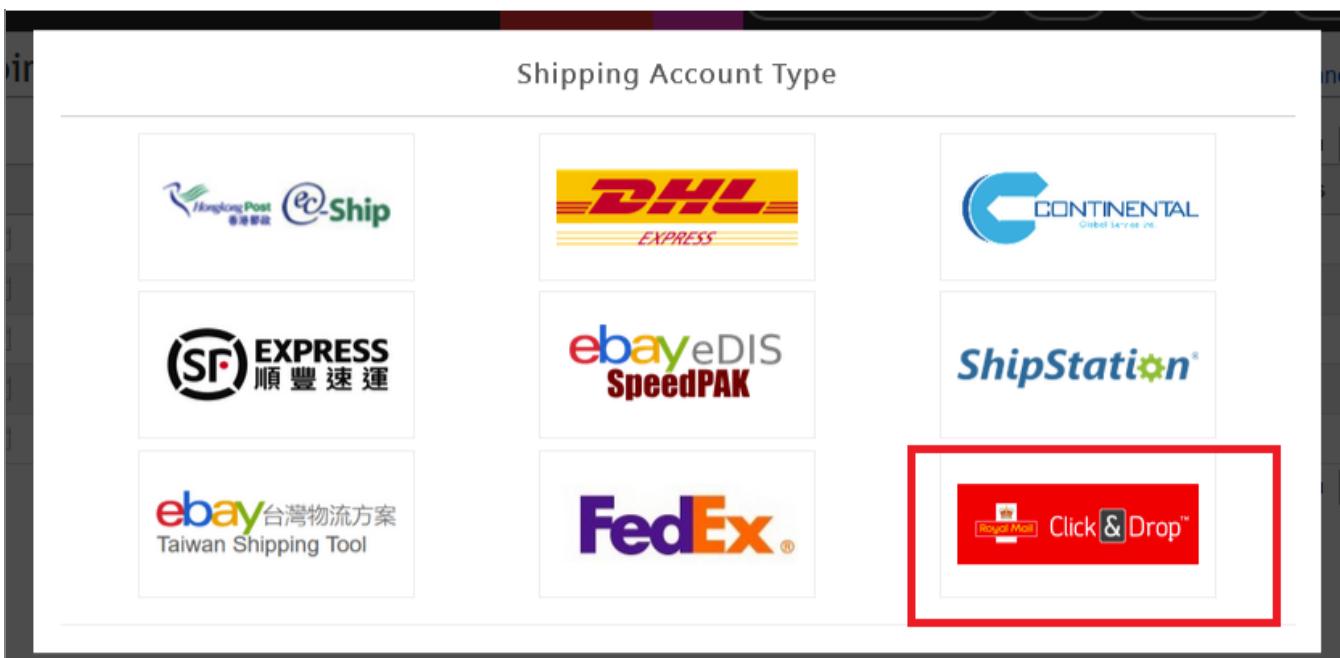
Now your integration is active and can be used in SoldEazy.

2. Use API authorization key in SoldEazy

Go to Channels > Shipping Channel



Click < Add a Shipping Channel >, choose Royal Mail "Click & Drop"



Input your Click & Drop account email and the API authorization key from your integration settings, save and done.

Shipping Channel

Add a Shipping Channel | Help

Save | Back

Field Name	Field Value
Shipping Channel Type	Click & Drop
Email	<input type="text"/>
Click & Drop API authorisation key	<input type="text"/>

Save | Back

Settings / Integrations

Add a new integration

Click here to view our help guide on how to import orders with the Click & Drop API

* Indicates a required field

Default trading name *	Integration name
<input type="text"/> Ltd - API	SoldEazy - API
<input checked="" type="checkbox"/> Use shipping address for billing address	<input checked="" type="checkbox"/> Create batches for the imported orders
Pass this auth key in the header of every API call made to Click & Drop. API requests made without authorisation will fail. For further details, visit How to import orders with the Click & Drop API	
<input type="text"/> Click & Drop API authorisation key: 04...	

Update and connect | Delete | Update

Fin

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Online URL: <https://www.soldeazy.com/support/article.php?id=974>