

Link up Royal Mail account in SoldEazy

??ID??: 974 | ??: ??? | ?????: Wed, Nov 8, 2023 11:06 AM

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 navigation bar with 'Click & Drop' logo, 'Dashboard', 'Orders', 'Products', and 'Reports'. A search bar is on the right. Below the navigation bar, the user is welcomed to Click & Drop. A red box highlights the settings gear icon in the top right corner, with a red arrow pointing to it. Below the welcome message, there are four numbered steps for getting started: 1. Set your shipping label format, 2. Check your return address, 3. Generate and print a shipping label, and 4. Integrate your online stores (Optional). At the bottom, there are four summary cards: 'New orders' (9), 'Orders ready for printing' (0), 'Orders ready for despatch' (0), and 'Orders despatched today' (0).


Go to "Integrations"


Click & Drop™ Dashboard Orders Products Reports


Print Assist Messages Help Settings My account Log out


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


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"



Click & Drop™ Dashboard Orders Products Reports

Print Assist Messages Help Settings My account Log out

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

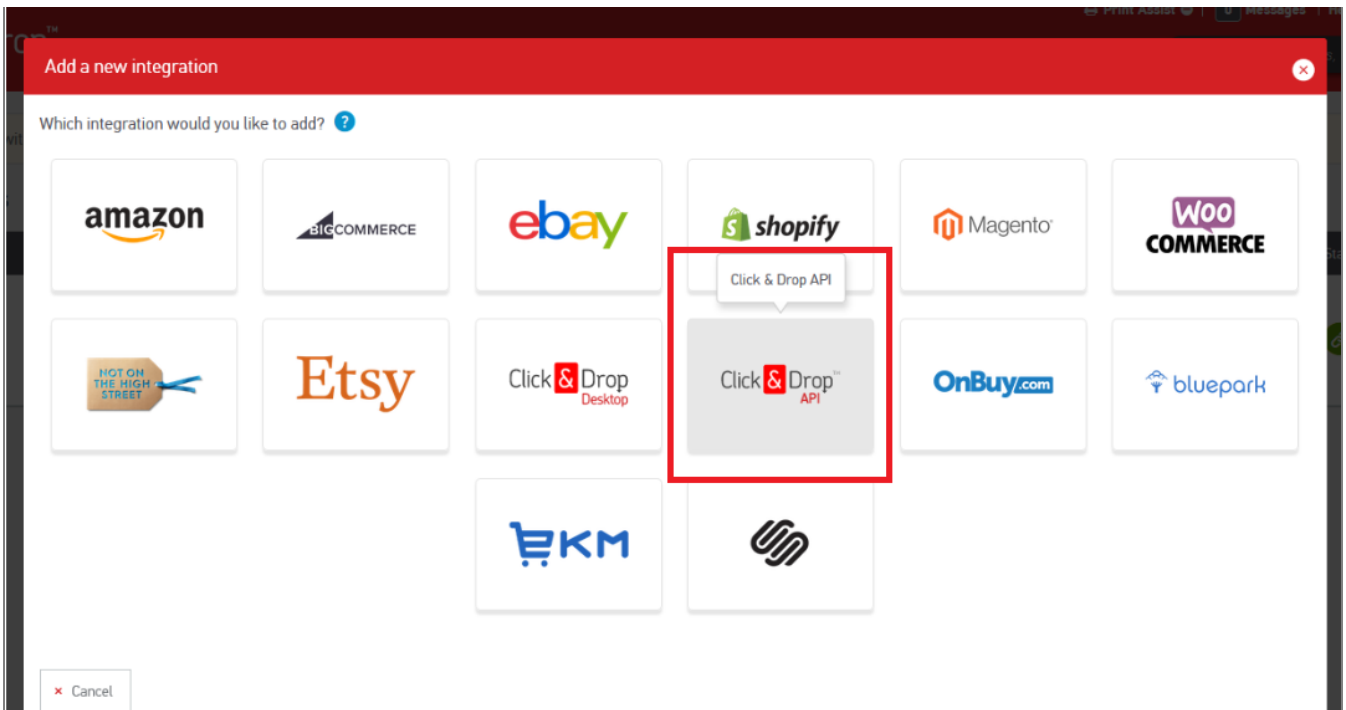
Integrate your online stores with Click & Drop by using the 'Add a new integration' button.

Settings / Integrations

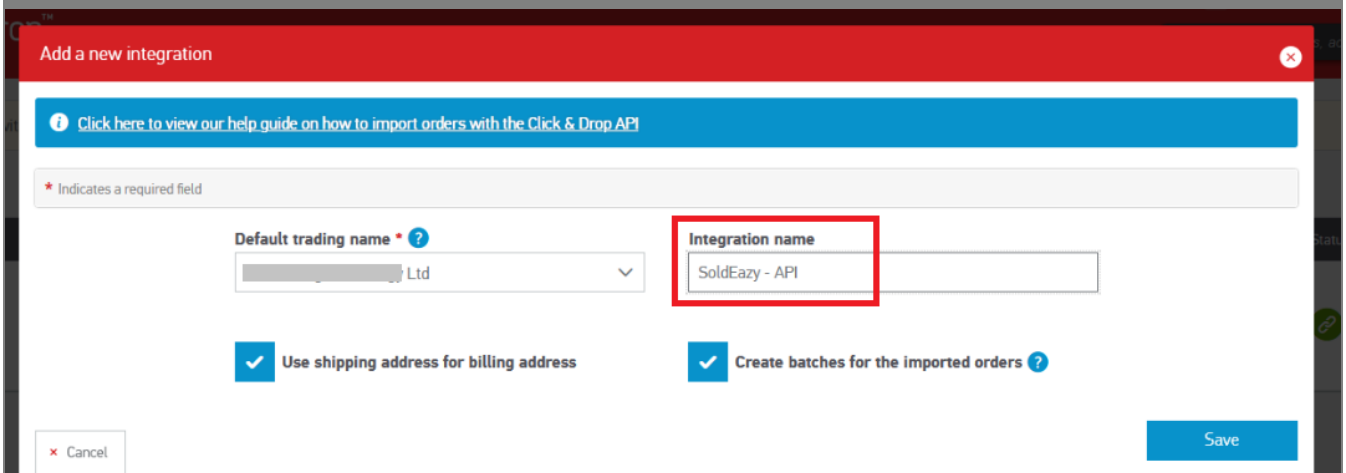
Channel	Integration name	Trading name	Country	Username	Connection expires	Status
	Manual Order Entry	_____ Ltd				

[Add a new integration](#)

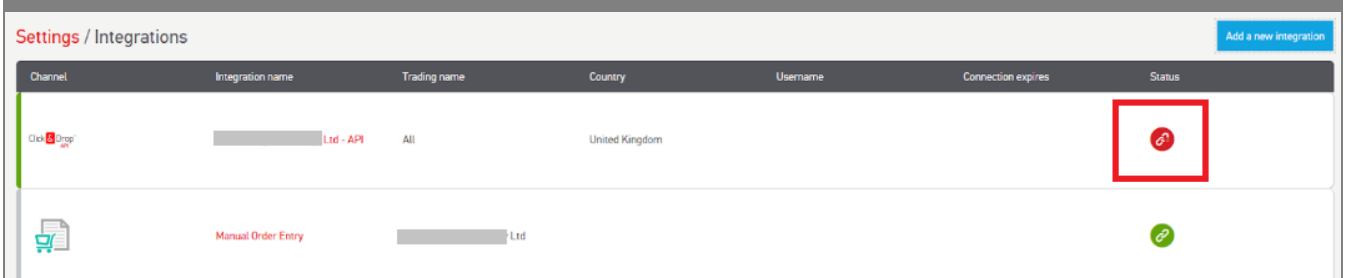
Choose "Click & Drop API"



Set up integration name and save



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



Update and connect your integration

Settings / Integrations Add a new integration

Click & Drop Ltd - API All United Kingdom 🔗

[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

Ltd SoldEazy - API

Use shipping address for billing address 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](#).

Click & Drop API authorisation key: 046120-100-100-000-010100-57 e

Cancel Update and connect Delete Update

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

Royal Mail Click & Drop™ Dashboard Orders Products Reports Print Assist | Messages | Help | Settings | My account | Log out

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

Settings / Integrations Add a new integration

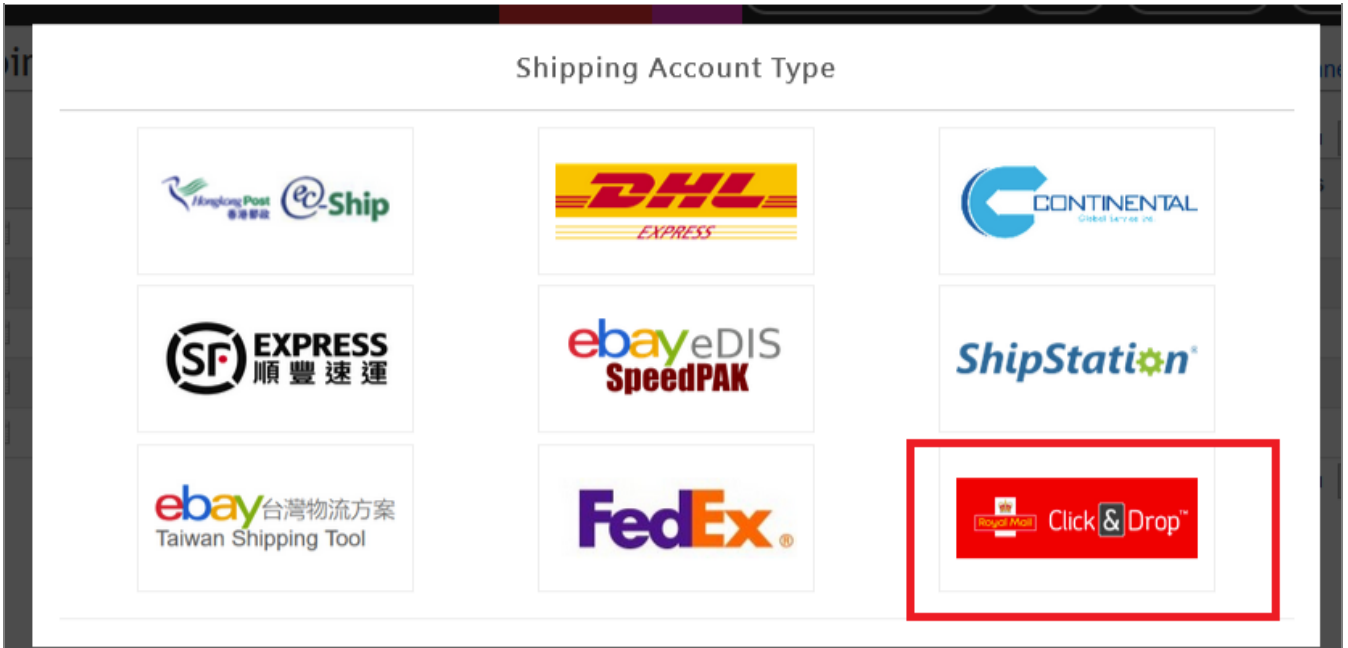
Channel	Integration name	Trading name	Country	Username	Connection expires	Status
	Ltd - API	All	United Kingdom			🔗
	Manual Order Entry	Ltd				🔗

2. Use API authorization key in SoldEazy

Go to Channels > Shipping Channel

- CHANNELS
- Sales Channel
 - Payment Channel
 - 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 & Drop Ltd - API All United Kingdom

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Click & Drop API authorisation key:

Update and connect
Delete
Update

Cancel

Fin

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