

# **Reference Guide**

Adding a 3dcart Store (ShipWorks v5.2 or newer)



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#### Background

ShipWorks connects directly to your 3dcart account. With one click, or on an automated schedule, your orders are downloaded from 3dcart. As soon as you process a shipment, ShipWorks communicates the updated order status, shipping method and tracking information back to 3dcart.

## **First Things First**

Before you set up your 3dcart store in ShipWorks you will need to setup and obtain connection information from within your 3dcart administration webpage. To do so, you will need to be able to log into your 3dcart administration page.

#### **The Process**

#### Configuring 3dcart to Connect to ShipWorks

1. Log in to your 3dcart Administration webpage / Dashboard. Near the bottom of the 3dcart Dashboard navigation menu, click **Modules**.





2. In the search box type in the word **Rest** and then click the **Search** icon.



3. Find the **REST API** listing and click the **Change Settings** link (note you may need to click the Green Plus button to the left of the REST API listing to see the Change Settings link).



€. Ødcart	3DCARTSTORES.COM	Search By Keyword	Q 💁 🛔 🛔 Administrator ~
🚯 Dashboard	🗶 Modules		Save
📜 Orders	, modules		
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4. Click the + Add button near the top right.

	⊜ødcart.	BDCARTSTORES.COM	Search By Keyword	Administrator ->
<b>B</b>	Dashboard			Back + Add
'n	Orders			
	Products	Attention no entries found.		
-	Customers			
<b>•</b> 1	Marketing A			

5. Copy the below ShipWorks application **Public Key** to your clipboard (CTRL+C). Paste (CTRL+V) the copied value it into the 3dcart **Public Key** text box. Click the **+ Add** button.

ShipWork	ks 3dcart Public Key	a971cdfbaf91bc5aba0652a44d002511
€. Ødcart	3DCARTSTORES.COM	Search By Keyword Q
🚯 Dashboard	📽 REST API Apps	Back + Add
📜 Orders	Public Kau	
Products	a971cdfbaf91bc5aba0652a44d002511	Cancer + Add
💄 Customers		
📢 Marketing	Attention no entries found.	

6. After clicking the + Add button a new webpage will open providing your 3dcart Token. Copy (CTRL+C) the 3dcart Token to your clipboard. You will need to input this value into the ShipWorks application.



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Thank you for registering ShipWorks with your 3dcart store!

You're almost ready to start importing orders from 3dcart. Just copy the token below into ShipWorks to finish adding your store.

3dcart Token: 3434343434343434343434343434343434

If you have any questions about setting up your store, please contact us at 1-800-952-7784 or support@shipworks.com.



#### Adding 3dCart to ShipWorks

7. Launch the ShipWorks application and log in using a user with administrative privileges. Then, click on the **Manage** tab, then the **Stores** button and then the **Add Store** button.

Store Name	Store Type	Last Download	Edit
a, AMAZN	Amazon	Today 10:46 AM	P Edit
			ABC Rename
			🔀 Delete
			Add
			Add Store

8. Choose **3dcart** from the drop-down menu. Click **Next**.

ShipWorks Setu	ib.	×
Online Stor Configur	Online Store Configure ShipWorks for your online store.	
	What platform do you sell on?          3DCart          Choose       > sasy to do later.)         3DCart       >         3DCart       >         3DCart       >         AmeriCommerce       BigCommerce         Brightpearl          Structes Libo       Curtes Libo	

9. Input your website's Store URL, like <u>http://mystore.3dcart.com</u> or similar. Paste (CTRL+V) in the API Token value that you obtained in Step 6 above. Click **Next**.

ShipWorks Se	tup	×
Store Se	tup	<u>_</u>
Linter		
Enter your S	tore Url and the API Token provided to you by 3dcart:	
Store	URL http://mystore.3dcart.com For example: http://mystore.3dcartstores.com	
API To	ken: 34343434343434343434343434343434343434	
	For help adding your 3dcart store, <u>dick here.</u>	

10. Continue entering the information requested by the Setup Wizard, clicking Next to proceed to each next screen.





**NOTE** for ShipWorks version 5.1 or earlier users:

If you use ShipWorks 5.1 or earlier, you'll need to follow these directions to add your 3dcart store to ShipWorks: <u>Click here</u>.

### **Still Need Help?**

Please feel free to <u>reach out to one of our awesome Customer Care representatives in St. Louis</u>. We are happy to assist you.

