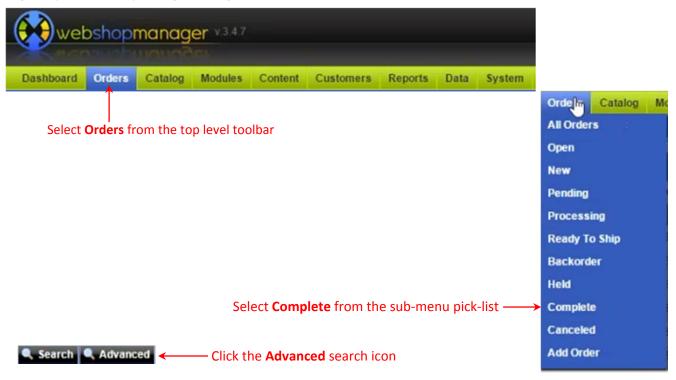


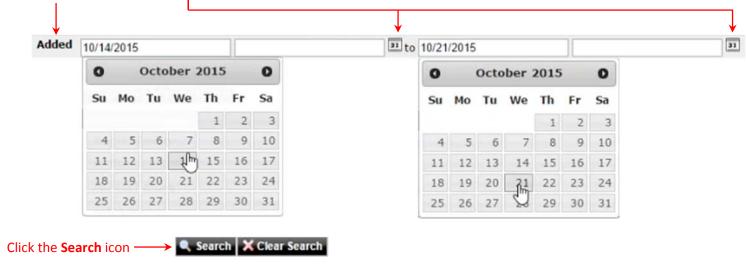
WebShopManager Data Download

To download the WebShopManager order details...

Log into your WebShopManager management interface



In the Added field Use the calendar icons to select the from and to dates for the download data



In the Orders - Complete toolbar click the Export CSV w/Items link



Save the Order Detail file to your computer, use a file name that identifies what is in the file, something like: "WSM_ORDERS_20145_10-14-to-10-21.csv" indicates exactly what the file is and what date ranges it contains. The file will be used as an optional upload to the SimplePort process.



