1. Shipping Overview

WCFM Marketplace gives you and your vendors the most flexible and powerful shipping management system for your marketplace. Most importantly, WCFM is seamlessly compatible with a number of major shipping plugins available today and you can get a glance of the same from here.

So let's discuss how easily you can configure the shipping module for your marketplace and enjoy selling!

2. Shipping Settings and Types

WCFM provides the following shipping types for the store and they are:

- 1. Shipping by zone
- 2. Shipping by Country
- 3. Shipping by weight

The above shipping types can be configured globally by admin from Admin Dashboard, and they can be overwritten by vendors as per their specific store rules.

To initiate the shipping rule, the admin will have to enable the "Store shipping" option from here: WCFM Admin Dashboard -> Settings -> Shipping settings-> Check "Store shipping" option. (Pic ref #1)



Pic: #1

Once the Store Shipping option is enabled, admin can activate the shipping methods/types as per requirement by enabling the checkboxes adjacent to shipping types as shown in the below screenshot:



Enabling the above check-boxes of shipping types (pic ref#2) will ensure that the vendors get these shipping options to be configured in their store as well. Here's where they can set the shipping options WCFM Vendor dashboard -> Settings -> Shipping (Pic ref#3)

				💽					
	Home	Store Settings		🕉 Verification 👌 Membership 😤 Social					
	Articles	68% Complete! Suggestion(s): Set your payment method, Setup Store Policies, Setup Store Customer Support, Setup Store SEO							
۳Ţ B	Products Orders	பி Store	Enable Shipping 🕥	✓					
#1 (2)	Coupons Customers	Location Zer Payment	Processing Time 🌍 Shipping Type 🛐	Ready to ship in					
ഷം	Delivery Boys Staff	G Shipping ⊗ ● SEO	Shipping options —	Select Shipping Type Select Shipping Type Shipping by Country Shipping by Zone					
Ŀ ₽	Analytics Refund	Store Policies	Dashboard	Shipping by Weight Region(s) Shipping Method					
	Add to My Store	© Store Hours	teo simpling zone round for con	inguration, riease contact with aurini for manage your store sinpping					

Pic:#3

Clicking on each of these types will allow the admin to set default rules for shipping (via WCFM Admin Dashboard), additionally the vendors can also overwrite these default rules for their own store accordingly and for this you will have to give the vendor(s) the capability to do so from here : WCFM Admin Dashboard -> Capability -> Shipping option

55 6	Settings	Downloadable	ON	Refund Requests	ON
<mark>ا</mark> ×	Capability			Reviews Manade	
පී	Affiliate	Panels	ON	Lodger Book	
ຜ	Followers	Shinning		Leager Book	
	Poviowe	Shipping		Product Multivendor	ON
~~	Reviews	Taxes	O ON	Video Banner	O ON
٥	Support	Linked	ON	Slider Banner	ON

Let's now discuss setting up these shipping types in your marketplace one by one.

2.1. Zone Wise Settings

A **Shipping Zone** is a geographical area to which you ship items, you will need to first set up shipping zones, then add methods to those zones, and lastly, rates to your methods. One can create as many zones as one may like, and add multiple methods and rates to each zone. With WCFM, these zones have to be configured globally by admin and furthermore can be set-up by vendors for their individual stores which is discussed below in detail.

2.1.1. Admin settings

To start with, admin can allow the vendors to configure the shipping rates zone-wise by enabling the option from here: WCFM Admin Dashboard -> Settings- > Shipment settings -> Enable Shipping by zone.

Shipping By Zone	
Enable	
	Uncheck this to disable zone wise shipping options.

After this the admin will have to add these zones from Admin panel here: Wp Admin panel -> WooCommerce -> Settings->Shipping -> Shipping zone->Add Shipping Zone.

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Comments	WooCommerce / Settings / Shipping					Inbox	Orders	Stock	* Reviews	(Notices
🖾 Contact 🚺										
🚆 Marketplace	The WCFM - Affiliate License Key has not been activate	ed, so the plugin is inactive! C	ick here to activate the license	key and the plug	gin.					0
😁 WooCommerce 📢	The WCFM - Groups & Staffs License Key has not been activated, so the plugin is inactive! <u>Click here</u> to activate the license key and the plugin.									
Dashboard										
Orders 🚯										
Coupons	General Products Shipping Payment	s Accounts & Privacy	Emails Integration	Advanced						
Reports	Shipping zones Shipping options Shipping classes	Marketplace Shipping by Cour	try Marketplace Shipping by	Weight						
Settings	Shipping classes 🔞									
Status Extensions	Shipping class	Slug	Description	1			Prod	uct count		
Products	SC1	sc1	Sc1 ref					1		
Analytics										
🔊 Appearance	SC2	sc2	Sc2 ref					0		
у үлн										
🖆 Plugins 💷										
👗 Users	Save shipping classes								Add shipping	class
🖋 Tools										
WPBakery Page Builder										
Settings										



Once you click on "Add Shipping zone" option you will be redirected to "Add shipping" page wherein you can add New zone, specify the regions in this zone, and add shipping method (**pic ref#5**)

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Dashboard	WooCommerce / Set	<u>tings</u> / Shipping	,						Inbox	Orders	E Stock	* Reviews	Notice
Ø Jetpack													Help 🔻
🖈 Posts													
😗 Media	General Product	s Shipping	Payments	Accounts & Privacy	Emails	Integration	Advanced						
Pages	Shipping zones Shippin	ng options Ship	oping classes Mar	ketplace Shipping by Cour	ntry Marke	tplace Shipping b	Weight						
Comments	Shipping zones > 2	lone											
Contact 1	7		7000.0000										
Marketplace	Zone name		Zone name										
WooCommerce	Zone regions	0	Select regions v	vithin this zone									
Dashboard			Limit to specific ZIP.	/postcodes									
Coupons													
	Shipping methods	0			Title			Enabled		Descript	ion		
Reports													
Status			You can a	You can add multiple shipping methods within this zone. Only customers within the zone will see them.									
Products			Add shipping r	method									
Analytics	Save changes												
Annosranca	save changes												

Pic #5

Moving ahead you will have to provide the zone name, regions etc and select the shipping method as "Store shipping", as shown in the following screen-grab(s)

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	WooCommerce / Settings	/ Shippin	9						F		*	Ŵ
₩ Media								Inbox	Orders	Stock	Reviews	Notices
Pages	Shipping zones Shipping opt	tions Shi	pping classes Marketplace Shipping by	Country Marketplace Ship	ping by Weight							
Comments	Shipping zones > Asia	nes > Asia										
🖼 Contact 🚺							Provide	zone	name			
Marketplace	Zone name	0	Asia					Lone				
WooCommerce						- ·						
Dashboard	Zone regions	0	× Bangladesh × India				Specify	the re	egions in	n the z	one	
Orders (3)			Limit to specific ZIP/postcodes			_	1 5		0			
Coupons												
Customers	Shipping methods	0	Title	Enabled	Description							
Reports				_								
Settings			Store Shipping		Store Shipping Charge varving	l rates based on u	ser defined condi	itions				
Status												
Extensions			Add shipping method									
Products												
Analytics	Save changes											
🔊 Appearance					Select	store shir	ning from	n the	availabl	e onti	ons	
у үтн	Select store snipping from the available options.											
🖉 Plugins 🕦												
• Linese												

Pic 6: Description of fields available to setup shipping zone

ar	Add shipping method								
:0	Choose the shipping method you wish to add. Only shipping methods	which support zones are	listed.						
	Flat rate Free shipping								
le l	Store Shipping	Add shipping met	hod						

Pic 7: You must select the **"Store shipping"** option as shipping method from the pop-up for shipping method selection. (as shown in pic 6)

These zones created by Admin will be reflected in their Zone-listing page as shown here:

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Dashboard	We	oCommerce .	/ <u>Settings</u> /	Shipping							Inbox	Orders	Stock .	* Reviews	(Notices
Coupons Coustomers Reports Stettings Status Extensions	Ge Shipp Shipp A ship to the	General Products Shipping Payments Accounts & Privacy Emails Integration Advanced Shipping zones Shipping options Shipping classes Marketplace Shipping by Country Marketplace Shipping by Weight Integration Advanced Shipping zones A shipping zone is a segaraphic region where sectain set of shipping methods are offered. 										at zone			
Products	0	Zone nar	me			Region(s)					Shi	pping metho	d(s)		
Appearance	-	Asia				India, Banglades	h				Sto	re Shipping			
 Plugins 11 Users 	·	Europe				Germany, France	Germany, France, Netherlands				Sto	Store Shipping			
 Tools WPBakery Page Builder 	0	Location	ns not cover	ed by your	other zones	This zone is opt i	This zone is optionally used for regions that are not included in any other shipping zone.				zone. Fla	Flat rate			
 Settings MC4WP Slider Revolution WCFM License WCFM Options 	Created zone lists in Admin panel														

All the zones set up by the admin will be visible in the zone list for the vendor as well, and they will be configured accordingly by the vendors for their stores. Here's a reflection of the vendor store list for reference:

	My Store	≡ 📽 Settings		4° 0° 🕫 💽
6 6 2	Home Media Articles Products	Store Settings Suggestion(s): Set your payment method, Setup St	6৪ ୨ ore Policies, Setup Store Customer	び Verification 음・ Membership 怨 Social の Complete! Support, Setup Store SEO
00 JD @ # 11	Orders Coupons Customers Delivery Boys Staff	 ➡ Store ➡ Location E2 Payment ➡ Shipping	Enable Shipping 🕥 Processing Time 🕥 Shipping Type 🕥	 Ready to ship in Shipping by Zone
1 1 4	Analytics Refund Add to My Store Settings	Image: Barborne Policies Image: Description Image: Description Policies Image: Description Policies Image: Description Policies	Zone Name Region(s) Asia India, Banglader Edit Germany, France	Shipping Method sh No method found Add Shipping Methods e, Netherlands No method found Add Shipping Methods
	Payments	669 Vacation Mode		

2.1.2. Vendor settings

Vendor(s) have to enable the shipping option from here: **Vendor Dashboard -> Settings -> Shipping** and set the processing time, after this they are prompted to select the shipping type which is globally set by the admin, from here the vendor has to opt for **"Shipping by zone"** as shown in the screenshot below:

G	Home	Store Settings		X Varification 2+ Mambarshin 22 Social					
5	Media	Store Settings							
	Articles		68% Complete!						
Ø	Products	Suggestion(s): Set your payment method, Setup Sto	re Policies, Setup Store Customer S	upport, Setup Store SEO					
ਸ਼	Orders	ப் Store	Enable Shipping						
œ	Coupons	Location	Processing Time 🔞	1-2 weeks					
8	Customers	Payment	Shinning Type						
Ð	Delivery Boys	🕞 Shipping 🛞	Shipping Type 😈	Select Shipping Type •					
8	Staff	SEO							
₩.	Analytics	🕀 Store Policies							
tą.	Refund	🖞 Customer Support		Select "Shipping by zone"					
P	Add to My Store	() Store Hours		nom nere.					
œ	Settings	🗠 Analytics Region							
		<u></u>							

Once shipping by zone type is selected, the vendor gets the same zones as set by admin reflected in their dashboard here: **Vendor Dashboard -> Settings -> Shipping-> Shipping by zone.**

	Articles		68% C	ompletel				
Ø	Products	Suggestion(s): Set your payment method, Setup Store Policies, Setup Store Customer Support, Setup Store SEO						
ਸ਼	Orders	🖞 Store	Fnable Shinning					
₩	Coupons	Location	Processing Time 🔞	Ready to ship in				
8	Customers	I Payment	Shinning Type					
₽	Delivery Boys	🕞 Shipping 🛞	Simpping Type 😈	Shipping by Zone • Select Shipping Type				
8	Staff	⊕ SEO	Select shipping by zone option from	Shipping by Country Shipping by Zone				
쓰	Analytics	🕀 Store Policies	heren Name Region(s)	Shipping by Weight Shipping Method				
tą.	Refund	🖒 Customer Support	Asia Edit India, Bangladesh	No method found Add Shipping Methods				
P	Add to My Store	() Store Hours	Europe	abordon da				
¢ :	Settings	Analytics Region	Edit Germany, France, Ne	thertands No method round Add Shipping Methods				
	Payments	📾 Vacation Mode	shipping zones re	flected in vendor dashboard				

These shipping zones can be configured by the vendor as per the required by clicking on **"Edit**" as shown below:

	Zone Name	Region(s)	Shipping Method
۵	Asia Edit	India, Bangladesh	No method found Add Shipping Methods

Clicking on edit will redirect the vendors to edit-zone page from where they can select country states and postcode (if applicable) for the selected zone to enforce the shipping rules.

	Articles	68% Complete!				
Θ	Products	Suggestion(s): Set your payment method, Setup Store	e Policies, Setup Store Customer Support, Setup Store SEO			
ਸ਼	Orders	🖞 Store	← Back to Zone List			
₩	Coupons	Location	Zone Name Asia			
8	Customers	Payment	Zone Location India, Bangladesh Enabling this will allow the			
Ð	Delivery Boys	🕞 Shipping 💿	Select Specific States			
ප	Staff	⊕ seo	down the shipping rules			
~	Analytics	🔁 Store Policies	being set.			
tą.	Refund	岱 Customer Support	Set your postcode			
Ð	Add to My Store	① Store Hours	Postcodes containing wildcards (e.g. CB23*) or fully numeric ranges (e.g. 9021099000) are also supported.			
\$	Settings	스. Analytics Region	🕞 Shipping Method			
-	Payments	🕸 Vacation Mode	Add your shipping method for appropiate zone			
ช	Followers					
Ģ	Reviews		Method Title Status Description No shipping method found			

To add shipping methods, the vendor have to click on the "Add shipping Method" option:

Shipping Method						
Add your shipping method for	appropiate zone					
Method Title	Status	Description				
No shipping method found						
+ Add Shipping Method						

Clicking this will show a pop-up which will prompt the vendor to select the shipping method from the following option:

- a. Flat rate
- b. Local pickup
- c. Free shipping

🕞 Add Shipping Methods		
Choose the shipping method you	wish to add. Only shipping methods which support zones are	listed.
Select Shipping Method	Select a Method	*
	Select a Method	
	Flat Rate	
	Local Pickup	
	Free Shipping	

Pic :#9 : Shipping method dropdown

Let's discuss each of these shipping methods categorically-

<u>a.Flat rate shipping</u>. Flat Rate Shipping is a shipping method that allows you define a standard rate per item, per shipping class (* discussed below) or per order, here's a step-wise guide on how the vendors can setup flat rate method for their individual store.

Step i) Select Flat rate from the given dropdown show in Pic:

Add Shipping Methods		
Choose the shipping method you	wish to add. Only shipping methods which support zo	ones are listed.
Select Shipping Method	Select a Method	•
	Select a Method	
	Flat Rate	
	Local Pickup	
	Free Shipping	

Step ii) Once you add this shipping method, it will be listed in **edit zone** page as shown below. As a next step, you will have to click on "**Edit**" button (as shown below) to configure the flat rate method

Zone Name	Region(s)	Shipping Method
Asia Edit	India, Bangladesh	No method found Add Shipping Methods

lost	
<i>JU31</i>	0
	Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of
	items, [cost] for the total cost of items, and [fee percent="10" min fee="20"
	max_fee=""] for percentage based fees.
Tax Status	None
Description	
Jeschption	Lets you charge a rate for shipping
Shipping Class Cost	
sinpping oness oost	These costs can be optionally entered based on the shipping class set per product(
	This cost will be added with the shipping cost above).
Cost of Shipping Class: "SC1"	This cost will be added with the shipping cost above).
Cost of Shipping Class: "SC1"	This cost will be added with the shipping cost above). N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of
Cost of Shipping Class: "SC1"	This cost will be added with the shipping cost above). N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items,
Cost of Shipping Class: "SC1"	This cost will be added with the shipping cost above). N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees.
Cost of Shipping Class: "SC1" No shipping class cost	This cost will be added with the shipping cost above). N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees. N/A
Cost of Shipping Class: "SC1" No shipping class cost	This cost will be added with the shipping cost above). N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees. N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items,
Cost of Shipping Class: "SC1" No shipping class cost	This cost will be added with the shipping cost above). N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees. N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items,
Cost of Shipping Class: "SC1" No shipping class cost	This cost will be added with the shipping cost above). N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees. N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees. [N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""]
Cost of Shipping Class: "SC1" No shipping class cost	This cost will be added with the shipping cost above). N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees. N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees. [N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees.
Cost of Shipping Class: "SC1" No shipping class cost Calculation type	This cost will be added with the shipping cost above). N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees. N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees. N/A Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees. [x]

Let's discuss the above fields in brief:

Method title: Enter a Title that displays to customers in checkout.

Cost: Vendors can add additional costs per item to this field. This can be left blank to disable Flat Rate except where costs are added for Shipping Classes. Note that what you enter here may factor into the overall cost in the Shipping Classes section unless it's left blank.

Following are the place-holders which are to be kept in mind while entering the cost:

[qty] – Number of products in the cart

[fee] – An additional fee. This fee has two optional arguments.

percent – A percentage based on total order cost. min_fee – A minimum amount. Useful when using percentages. max fee – A maximum amount. Useful when using percentages.

Example:

20 + (3 * [qty]) – A base shipping cost of \$20 plus \$3 for each item in the cart.

15 + [fee percent="5" min_fee="2"] – A base shipping cost of \$15 plus 5% of the order total, which is at least \$2.

Tax Status – Define whether or not tax is applied to the shipping amount.

Shipping class cost: If you have shipping classes, the interface adds a few more fields as shown in the above pic. These costs can be optionally entered based on the shipping class set per product(This cost will be added with the shipping cost above).

Cost of shipping class "X"- Enter the cost for a particular shipping class setup by admin. No shipping class cost- Useful if you use the Per Class option. Otherwise, use the Cost field. Calculation Type – Two options: Per Order – Picks the most expensive option based on shipping costs in the cart. Per Class – Charges shipping for each shipping class.

Step 3 : Once the above options are filled, save the above changes via clicking on **"Save method settings"** button.

<u>b.Free shipping</u>. This shipping method allows the vendor to set the threshold amount above which the shipping will be free. Here's how the vendors will be able to setup the same:

Step i) Add free shipping method from the "Add shipping method" drop down.

Note that the set of t		
Choose the shipping method you wi	sh to add. Only shipping methods which support zones a	re listed.
Select Shipping Method	Select a Method	Ŧ
	Select a Method Flat Rate	
	Free Shipping	HOD

Step ii) After saving this method, you can click on edit and fill up the following fields from the pop-up appearing.

 Staff Analy Method Title Method Title Minimum order amount for free shipping Add Description Lets you charge a rate for shipping Save METHOD SETTINGS 	e (2)	Customer	S E Payment	Zone Location India, Bangladesh Limit Zone Location	
Method Title Free Shipping Minimum order amount for free shipping 0 Description Lets you charge a rate for shipping Payre	6	Staff	🕞 Edit Shipping Methods		-x
Add to Description Lets you charge a rate for shipping Lets you charge a rate for shipping To Roy model SAVE METHOD SETTINGS	12	Analyti Refund	Method Title Minimum order amount for free shipping	Free Shipping	10
Paym Follow SAVE METHOD SETTINGS	6	Add to Setting	Description	Lets you charge a rate for shipping	18
SAVE METHOD SETTINGS		Payme Follow			10
	Ģ	Review		SAVE METHOD SETTINGS	•

Here's again a brief manual for the fields:

Method title: This title will be displayed to customers in checkout.

Minimum order amount : Here the vendors can enter the threshold value above which the shipping will be free. **Description:** You can enter the description of the rate here

Step iii) : Save the above changes via clicking on "Save method settings" button.

<u>c.Local pickup</u>: Local Pickup is a method that allows the customer to pick up the order themselves. The vendors can configure the relative tax and cost from here. This is how the vendors can configure Local pickup options for their store.

Step i) Add Local pickup method from the "Add shipping method" drop down.

Add Shipping Methods				
Choose the shipping method you wish to add. Only shipping methods which support zones are listed.				
Select Shipping Method	Select a Method	Ŧ		
	Select a Method			
	Local Pickup			

Step ii) Similar to the above methods, after saving this you will have to click on the edit option for configuring the same.

Once "Edit" option is clicked, the vendors will get a pop-up similar to this below:

Method Title	Local Pickup	
Cost	0	
Tax Status	None	Ŧ
Description	Lets you charge a rate for shipping	
		11

Here's a briefing on the above fields:

Method title: This title will be displayed to customers in checkout.

Cost: Enter the cost for the option.

Tax status: Define whether or not tax is applied to the shipping amount.

Description: Allows the vendor to describe the option here

Step iii) : Save the above changes via clicking on "Save method settings" button.

2.1.3. Configuring Shipping class

Shipping classes can be used to group products of similar type and used by some shipping methods (such as Flat Rate Shipping) to provide different rates to different classes of product. With WCFM, admin(or store-owner) can basically create a number of shipping classes and allow the vendors to add shipping cost in addition to the flat rate rules set by them. Here's how the shipping classes are configured:

a.Admin can setup shipping classes from WordPress backend here: Goto WP Admin Dashboard -> WooCommerce -> Settings ->Shipping- > Shipping classes

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Comments	WooCommerce / Settings / Shipping					1	*	Notices
🖾 Contact 🚺						21245	110110	
🔛 Marketplace	The WCFM - Affiliate License Key has not been activated	l, so the plugin is inactive! <u>Click here</u> to a	ctivate the license key and the plugin.					۵
👳 WooCommerce	The WCFM - Groups & Staffs License Key has not been	activated, so the plugin is inactive! <u>Click !</u>	tere to activate the license key and the plu	ugin.				0
Dashboard								
Orders 📵								
Customers	General Products Shipping Payments	Accounts & Privacy Emails	Integration Advanced					
Reports	Shipping zones Shipping options Shipping classes M	arketplace Shipping by Country Market	place Shipping by Weight					
Settings	Shipping classes 🔞							
status Extensions	Shipping class	Slug	Description		Pro	oduct count		
Products	SC1	sc1	Sc1 ref			1		
Analytics								
🔊 Appearance	SC2	sc2	Sc2 ref			0		
у үлтн								
🖌 Plugins 🕦								
🚢 Users	Save shipping classes						Add shipping	class
🖋 Tools								
WPBakery Page Builder								
5 Settings								

b. Click on Add shipping class button

Sc2 ref	0	
		Add shipping class

c. Now you can provide your class name and it's slugs as show below

Customers	WooCommerce / Settings / Shipping			Inbox Orders	Stock Reviews	Notices
Keports Settings	Shipping classes 🔞					
Status Extensions	Shipping class	Slug	Description		Product count	
Products	SC1	sc1	Sc1 ref		1	
✤ Appearance ¥ YITH	SC2	sc2	Sc2 ref		0	
🖌 Plugins 🕦 🎍 Users 🖗 Tools	Shipping date name	Slug Here g class s	ive Shipping Description for your referent Proving of c	vide description		

d. Once the above fields are populated then click on 'Save shipping class' button to finally declare the class.

e. Now admin can assign these declared classes globally (by default) for individual products, for that **Goto** Admin Dashboard -> Products-> Edit product page-> Shipping -> Shipping class (dropdown)

🛞 🙆 Foodie 🖌 Customize 😋 11 🛡 0 🕂 New	🖉 Edit Page 🛞 Edit with WPBaker	y Page Builder	A			Howdy, wcfm_demo 📃 🔍
			c	Catalog visibility	*	
				Shop and searc	ch result 🔹	
	Inventory					
	Shinning	Weight (kg)				
	Attributes	Dimensions (cm)	Length	ith	Height]
	8 Linked	Shipping class	SC1		,	
	E Product Policies	Processing Time 🌍	Ready to ship in		,	
	Advanced					
	온 Store					
	% Commission					
				I	VIEW	DRAFT SUBMIT

This same shipping class can be overwritten by vendors from **Vendor Dashboard** as well in the edit product page of that same product.

f. Vendors can also configure the Flat shipping rates from shipping tab : WCFM Vendor Dashboard -> Shipping (
 then clicking on Flat rate method from "Edit zone" section) Here's a screen-grab of the steps:

 ➡ Store ➡ Location ➡ Payment ➡ Shipping ➡ SEO 	Enable Shipping () Processing Time () Shipping Type ()	1-2 business days
🕀 Store Policies	Zone Name Region(s)	Shipping Method
ග් Customer Support	Asia Edit India, Bangladesh	Flat Rate, Free Shipping, Local Pickup
① Store Hours	2. Click on edit	con onpping methods
🗠 Analytics Region	Edit Germany, France, Neth	erlands No method found Add Shipping Methods

Add your shipping	; method for appr	opiate zone
Method Title	Status	Description
El Doto		
Edit Delete 3. E	dit fl at rate ion	Shippingharge a rate for shipping
Edit Delete Free Shipping Edit Delete	dit fl <mark>at</mark> rate ion 🔽	Shipping harge a rate for shipping Lets you charge a rate for shipping

🔜 Edit Shipping Methods

Method Title

Tax Status

Description

Cost

Flat Rate

0

Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees.

These costs can be optionally entered based on the shipping class set per product(This

Enter a cost (excl. tax) or sum, e.g. 10.00 * [qtv].Use [qtv] for the number of it ms, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""]

Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of iten

[cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""]

None

N/A

N/A

Lets you charge a rate for shipping

st will be added with the shipping cost above).

Shipping Class Cost

Cost of Shipping Class: "SC1"

4. Enter rates of specific classes from here cost of shipping Class: "SC2"

Cost of Shipping Class: "SC3"

No shipping class cost

N/A

for percentage based fees.

N/A

Enter a cost (excl. tax) or sum, e.g. 10.00 * [qty] .Use [qty] for the number of items, [cost] for the total cost of items, and [fee percent="10" min_fee="20" max_fee=""] for percentage based fees.

Calculation type

5. Save the method

SAVE METHOD SETTINGS

v

v

2.2. Distance Rate Shipping

In addition to zone, country and weight, WCFM permits it's users to set the shipping cost based on distance between vendor and user location.

2.2.1. Admin Setting

Admin can enable/disable the Shipping by Distance option from the following section: WCFM Admin Dashboard -> Settings-> Shipping settings. From here "Check" the enable button in Shipping by distance settings and one can see the following options.

Shipping By Distance		
Enable		
	Uncheck this to disable distance based shipping options.	
		_
Default Cost 🔞	15	
Max Distance 🌚	2	
Free Shipping Minimum Order Amount 🔞	500	
Enable Local Pickup		
Local Pickup Cost	50	
Distance-Cost Rules		
		∲
Distance Rule	Distance up to 🔹	
Distance (km)	1	
Cost (€)	5	

Admin allow to set default rule for all vendors. Off course, vendors are allowed to override this form their own shipping setting panel.

Default Cost: This will be the base shipping price of all the products, if any matching distance rule found then this will be added with rule cost. You may leave this empty to work with only rule cost as well.

Max Distance: You may set this restrict upto maximum distance product will be deliverable. E.g. if you set this 2, then product will be deliverable upto maximum 2 km/mi. May leave empty and this will be consider as no maximum limit.

Free Shipping Minimum order amount: The amount entered here will be the benchmark above which the shipping will be free.

Enable Local Pickup: Check this to enable "Pickup from Store" option for distance rate shipping

Local Pickup Cost: Pickup form store cost

Distance-cost Rules: You may setup any number of rules for distance rates. E.g "Upto 1 km cost \$5", "upto 2km cost \$10", "more than 2km cost \$15". Just be sure, there should not be any conflicting rules.

2.2.2. Vendor Setting

Similar to Admin, the vendors can also configure the distance shipping rates from their Dashboard here:

WCFM Vendor Dashboard -> Settings -> Shipping -> Select "Shipment by Distance"

🖞 Store	Enable Shippina 💿		
Location	Processina Time		
Payment	· · · · · · · · · · · · · · · · · · ·	1-2 weeks	·
Ch Shipping (6)	Shipping Type 🍞	Shipping by Distance	•
몇 Customer Pay Option	Shipping By Distan	ce	
SEO	Default Cost 🌚	25	
🕃 Store Policies	May Distance		
🖒 Customer Support	max Distance 🌚	2	
() Store Hours	Free Shipping Minimum	NO Free Shipping	
	Enable Local Pickup		
Store Invoice	Епаріе Local Ріскир		
스쾌 Analytics Region	Local Pickup Cost	25	
📾 Vacation Mode	Distance-Cost Rules		
			¢\$•
	Distance Rule	Distance up to	•
	Distance (km)	1	
	Cost (€)	10	

Note that this option will only be available to the vendors only if "Shipping by Distance" globally enabled by Admin globally.

To work with distance rate shipping vendor's location is essential. So be sure, vendors has their location using map from their setting -> Location



2.2.3. Distance Shipping at Checkout

To calculate shipping based on distance users has to insert their location using map at checkout page -



As soon as users will insert their location shipping will be calculated and shown -

Product	Subtotal
3.2.2 Pro × 1 Sold By: <u>WCFM Store</u> Processing Time: 1-2 weeks	€100,00
Subtotal WCFM Store Shipping (Distance: 0.17km, Deliver upto: 2km)	€100,00 ● Shipping Cost: €35,00 ● Pickup from Store: €25,00

Now, if user's location distance more than vendor's deliverable "Max Distance" then such an error message will be shown and order processing will be blocked –



2.3. Shipping by country

In addition to zone and weight, WCFM permits it's users to set the shipping cost in terms of specified countries.

2.3.1. Admin settings

Admin can enable the shipping by country option from the following section: **WCFM Admin Dashboard -> Settings-> Shipping settings.** From here "Check" the enable button in Shipping by country settings and one can see the following options.

	Uncheck this to disable country wise shipping options.	
Default Shipping Price 🌖	0.00	
Per Product Additional Price 👔	0.00	
Per Qty Additional Price 🏮	0.00	
Free Shipping Minimum Order Amount 🍞	NO Free Shipping	
Ships from: 👔	India	*
Country	India	*
Country Cost(\$)	India 20	*
Country Cost(\$) State Shipping Rates	India 20	*
Country Cost(\$) State Shipping Rates State	India 20 West Bengal	• •
Country Cost(\$) State Shipping Rates State Cost(\$)	India 20 West Bengal 10	•

The "shipping by country" settings admin can set 4 different types of default cost.

Default Shipping Price: This will be the base shipping price of all the products of the vendor irrespective of countries and states.

Per Product Additional Price: This cost will we applied to every second type of product from the same vendor in the cart.

Per Qty Additional Price: This cost will be applied to every second quantity of the same product of the vendor which is present in the cart.

Free Shipping Minimum order amount: The amount entered here will be the benchmark above which the shipping will be free.

Shipping calculation:

The following options needs to be set for shipping calculation as required.

Ships from: The country from where the vendor ships products.

Ships from: 👩	Albania	Ŧ

Shipping rates by country:

2	India
cost(\$)	20
tate Shipping Rates	
	<u>ک</u> و
State	West Bengal 🔹
Cost(\$)	10 Click on this add button to include States of the country.

From the above section shown the Admin can set the shipping price for each country selecting the country name from each dropdown. The number of country selection box can be increased by clicking the plus sign in the bottom of the country selection box.

Shipping price for states of individual countries can also be entered by selecting the state names from State Shipping Rates box and entering the shipping cost of the respective states. The number of state selection box can also be increased per country by clicking the plus sign in the bottom of the state selection box.

When the customer adds the product of the vendor in the cart the shipping cost for the vendor will be calculated according to the shipping country selected by the customer as shown below:

	🙆 WC Lovers	🖌 Customize	🖸 23 🛡 3 🕂	- New 🖉 Edit Article	🕅 🗕 🚨 o A	utoptimize 💵 Insights Ed
V		5			Why WCFM N	Marketplace? Premiun
			Product	Price	Quantity	Total
	8	<i>~</i>	Belt Store: Test Vend	₹55.00	1	₹55.00
	Coupon code	2	Apply coupon			Update cart
				Cart totals		
				Subtotal	₹55.00	
				Test Vendor Sh	nipping Regular	Shipping: ₹21.00 ulate shipping
				Total	₹76.00	
				Pro	oceed to checko	ut →

2.3.2. Vendor settings

Similar to Admin, the vendors can also configure the shipping rates related to country from their Dashboard here:

WCFM Vendor Dashboard -> Settings -> Shipping -> Select "Shipment by country"



Note that this option will only be available to the vendors if it's enabled by Admin globally for the vendors.

Once Shipping by country option is selected, the vendors will be able to see the following options:

Store Manager WCFM Marketpl × +					- 0	×
← → C O wcfmmp.wcfmdemos.com/store-ma				🕶 ् 🗘	🔒 Incognito	1
Add to My Store	C) Store	Enable Shipping 🔿	✓			^
T Orien	(D) Location	Processing Time 👩	1-2 business day	•		
the Countries	CE2 Payment	Shipping Type 🏮	Shipping by Country			
	Ch Shipping (B)			_		
Payments	SEO	Shipping By Country				
P Bookines	🖗 Store Policies	Default Shipping Price 🔘	5			
CIC Subscriptions	g) Customer Support	Per Product Additional Price 🔵	0.00			- 83
Ca. Delivery Boys	Store Hours	Per Qty Additional Price 👔	0.00			- 11
Customers	B Store Invoice	Free Shipping Minimum Order	NO Free Shipping			- 11
A Staffs	Lt: Analytics Region	Shine from: 0		5		- 11
17 Followers	99 Vacation Mode	ungu nun.	Malaysia			- 11
C Reviews		Shipping Rates by Country		_		- 11
C) Chat Box		Country	[maxim	. *		- 11
© Support			henerator			- 11
6¢ Settings		Cost(2)	9			- 11
L≛ Analytics		State Shipping Rates				- 11
(% Reports						- 11
() Legout		State	everywhere			- 88
		Cost(\$)	100	\oplus		
		· · · · · · · · · · · · · · · · · · ·				
				۲		
					SAV	E

The above options will allow the vendors to set the shipping rates for specific countries and their correlated states.

2.4. Shipping by weight

WCFM Allows both admin and the vendors to set shipping rules in relation with the weight of the products ordered.

2.4.1. Admin settings

Admin Settings: Admin can set the shipment rules by weight from the following path : WCFM Admin Dashboard -> Settings -> Shipment Settings -> Enable Store Shipping Settings -> Enable Shipping by weight.

Once this option is enabled the admin will get the following options as shown below:

Enable	Uncheck this to disable weight based shipping options.			
Country and Weight wise Shippin	g Rate Calculation			
	-			
Country	Choose	~		
Calculate cost	Based on rules	•		
Default cost if no matching r (\$)	lle 0			
Weight-Cost Rules				
		4		
Weight Rule	Weight up to	•		
Weight (kg)	0.00 (Free Shipping)			
Cost (\$)	0.00 (Free Shipping)	(4		

Here's a brief of weight-wise shipment settings options available

Country : User can enter the country from where he/she can allocate specific shipping rules

Calculate Cost: Here user can set the terms on which shipping cost will be calculated. They can either set it "As per rules", where other relative information should be provided. Or "Per unit cost", where the user will be able to enter \$/kg rate (per unit cost)

1. Calculate cost based on rules: If the user chooses to set rules for the calculation, they will get the following options as shown.

		4
Country	India	•
Calculate cost	Based on rules	•
Default cost if no matching rule (\$)	0	
Weight-Cost Rules		
		÷
Weight Rule	Weight more than	%
Weight Rule Weight (kg)	Weight more than •	∲
Weight Rule Weight (kg) Cost (\$)	Weight more than • 20 5	•

Weight rule: One can set the weight rule from here by either selecting "weight upto" or weight more than" option.

Weight: The amount of weight can be entered here.

Cost: Here the user can add the additional cost which is to be paid by the customer once the weight decided is exceeded.

2. Calculation based on per unit: If the user chooses to set rules on unit basis they will get the following options as shown:

Country	India	•
Calculate cost	Per unit cost	•
Per unit cost (\$/kg)	0	
	Shipping cost will be calculated by Per unit cost x Product weight	

Once per unit cost is selected, the user will be prompted to enter the cost which will be added per Kg.Note that the user can add more countries and set rules by clicking on the (+) icons.

2.4.2. Vendor settings

The vendors can also configure their shipping rates related to weight and these values will overwrite the data entered by the admin in their settings. They can do the same from here: WCFM Vendor Dashboard-> Settings-> Shipping-> Set shipping type to shipping by weight.

Ø	Products	1 Store	Enable Shipping			
θ	Add to My Store	Location	Processing Time 🕥	1-2 business day	•	
ਸ਼	Orders	Payment	Shinning Type			
⇔	Coupons	🖓 Shipping 🛞	ompong type	Shipping by Weight	<u>·</u>	
	Payments		Shipping By Weight	Chipping Dy Weight		
Ø	Ledger Book	E Stara Dalicing	Country and Weight wise Shipping	Country and Weight wise Shipping Rate Calculation		
Ö	Bookings					
0	Subscriptions	g) Customer Support	Country	Malaysia	- Č	
C¢	Delivery Boys	Store Hours	Calculate cost			
8	Customers	B Store Invoice	buoblate etch	Based on rules	•	
8	Staffs	Lat Analytics Region	Country default cost if no matching rule (\$)	2		
ድ የ	Followers	69 Vacation Mode	Weight-Cost Rules			
	Reviews				÷	
~ ~	Chat Boy		Weight Rule	Weight up to		
•4 A	Critica DUA		Weight (kg)	6		
•	Support		Cost (\$)	7.50	Ð	
8	Settings			7.50		
2	Analytics					
					SA	

Once Shipping type is selected as "**Shipping by weight**" then the vendors will be able to see all the options similar to those provided to the admin. There they can set specific country, cost, weight rule, cost etc.