

User Guide

Australia | September 2024







aramex

Contents

Arame	x Shipping App Overview	3
Joovii	Services and Support	4
Installa	ation and Sign Up	5
Conne	ecting aramexConnect to Shopify	6
Arame	x Shipping App Functions	12
1.	Display Aramex shipping rates at checkout	12
2.	Manage product dimensions	14
3.	Manage your account	14
4.	Manage orders	16
5.	Book shipments	17
6.	Fulfillment, notifications and tracking	18
7.	Shortcuts	19
8.	Settings	20
Help		24
FAQs.		25



Aramex Shipping App

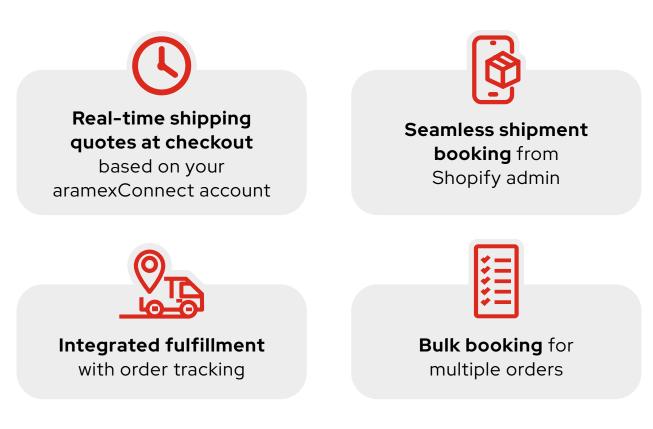
Shopify Shipping Made Simple

The new Aramex Shipping app by Joovii simplifies your shipping process, saving you time and money by managing all your deliveries directly within Shopify admin.

As the merchant, you can easily book shipments using your aramexConnect account within Shopify's admin. The app automatically uses the customer's order details, such as size and weight, for quoting shipping costs at checkout and pre-filling booking information.

Bookings are fully integrated into the order fulfillment process, ensuring customer orders are updated with tracking details. Merchants can also choose from Aramex delivery choices and the app supports bulk bookings, allowing multiple orders to be booked at once.

Key features include:



Joovii Services and Support

Introducing Joovii

Joovii is an Australian owned and operated app development company, with particular focus on shipping integrations. Their platform and carrier coverage encompasses the full range or eCommerce stores and shipping carriers.

As merchants themselves with multiple thriving Shopify stores turning over seven figure sales, they are able to advise merchants of the best options to suit their fulfilment and shipping needs, at the most affordable costs.

Their Apps and Plugins are designed to provide fully integrated shipping from within the admin of the merchant's store. Their mission is to provide apps at a low monthly cost, which is easily recouped by merchants in time and cost savings.

Need support?

If you require further support, please contact the Joovii team directly.

Email: info@joovii.com

Contact Form: joovii.com/contact-us

Live Chat: joovii.com

Book a Support Call: calendly.com/joovii

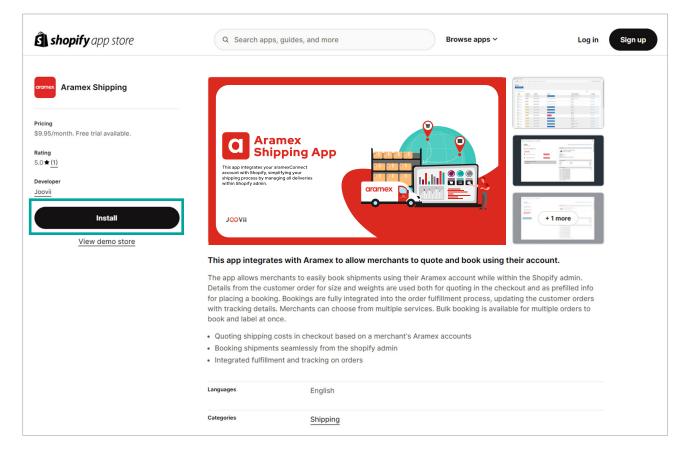
Shopify App Store: apps.shopify.com/partners/joovii



Installation and Sign Up

Step 1: Install the Aramex Shipping App via the Shopify app store

App store: apps.shopify.com/aramex-shipping



Step 2: From Shopify Admin go to 'Apps'

Step 3: Click **install 'Aramex Shopify App'** and follow the instructions to subscribe to the App.

Reminder: The app is provided at a small monthly fee of \$9.95USD (\$14.50AUD) p/m following a free trial.*

***Disclaimer:** Joovii is an independently owned and operated business. The Aramex Shipping App is a product of Joovii. Aramex is not liable for any downtime, outages, failures or infringements within the Aramex Shipping App.

In this section, we'll guide you through connecting your Aramex account to Shopify by retrieving your API credentials from aramexConnect. Don't worry – it's simpler than it sounds!

aramex connect
Login
Username
Email
Password
Password
□ Remember me
Login
or log in with
f Facebook G Google
Forgot your password?
Don't have an account? Open an account
Track your parcel
Online Security

Step 1: Log in to your **aramexConnect** account.

Don't have an aramexConnect account? Open an account in only a few minutes. It's simple, fast and free!

To sign up, visit aramex.com.au/tools/aramexconnect

Step 2: Once logged in, go to **Administration** then select **API Keys**.

C	Send - Collections -	Consignments 👻 My Walle	et 👻 My Courier 👻	Administration $+$	Help 🗕	. .	-
		My Recen	t Activity	Profile Additional Contacts			
	Chinned this week			Address Book	urrent halance		-
	Shipped this week 0		this month 0	Reports	urrent balance		
				My Items			
				Users			
	∃ Ŷ	Ē	411	Printers			
	Send Item	Reports	Transact	Settings	Search		
		heports	Transacc	Import Definitions	Search		
			1.12 11.2	API Keys	-		
1.0		Consignme	nts Created	Integrations			
0.9							

Step 3: Select Create Key.

Gramex Send - Collections	👻 Consignments 👻 My Wallet 🗣	My Courier - Administration - Help	· 🌲 🛓
Profile Additional Contacts Address Bo	ok Reports My Items Users	Printers Settings Import Definitions	API Keys Integrations
aramexConnect Api Keys			
Client ID	Client Name	Client Description	
			Delete
			Delete
Create Key API Documentation			

Step 4: Copy your Client ID and Secret.

arame	Send - Collections -	Consignments 👻 My Wallet	+ My Courier + A	dministration 🚽 Help 🚽	· 🌲 🛓
Profile Ad	ditional Contacts Address Book	Reports My Items User	s Printers Setting	s Import Definitions	API Keys Integrations
Add API	Кеу				
	Client Name				
	Client ID				F
					-
	Description *				_
	Secret	_			
	IMPORTANT NOTE! This is the only opportunity to cop recovered.	py your secret . Once this credential	is saved, the secret is on	e-way encrypted and cannot	: be
	Save Close				

(!)

Important: This is the only opportunity to copy your secret. Once this credential is saved, the secret is one-way encrypted and cannot be recovered.

In simple terms, keep a copy of your **Secret** in a safe place! If you lose it, you will be required to create a new account, as it cannot be recovered.

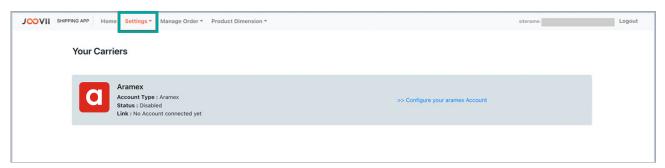
Step 5: Select Save.

aram	🗙 Send - Collections - Consignments - My Wallet - My Courier - Administration - Help - 🌲 🛓
Profile /	Additional Contacts Address Book Reports My Items Users Printers Settings Import Definitions API Keys Integrations
Add AP	ТКеу
	Client Name
	Client ID
	Description *
	Secret
	IMPORTANT NOTE!
	This is the only opportunity to copy your secret . Once this credential is saved, the secret is one-way encrypted and cannot be recovered.
	Save Close

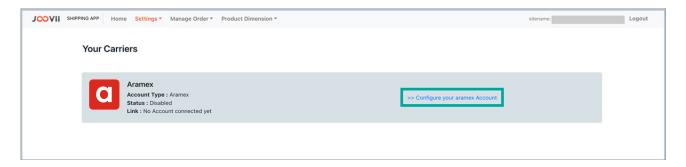
(!)

Important: The API key you see on this page will not work unless you have clicked **Save.**

Step 6: Open the **Aramex Shipping App** on Shopify admin and go to **Settings** then select **Accounts.**



Step 7: Select Configure your Aramex Account



Step 8: Paste in the Client ID and Secret from your aramexConnect account.

Finally, select the **Pickup Country** (Australia or New Zealand) and then **Save.**

JOOVII SHIPPING APP Home Settings * Manage Order * Product Dimen	ision *	sitename:	Logout
Accounts → Aramex Manage account In order to add your account you will need to setup with the Ara	amex		
Aramex Business Account Details	Name of the account Aramex Client ID		
	Client Secret PickUp Country Aramex Australia Advance Settings Save	v	

(!)

Important: The message at the top will indicate whether the account is valid.

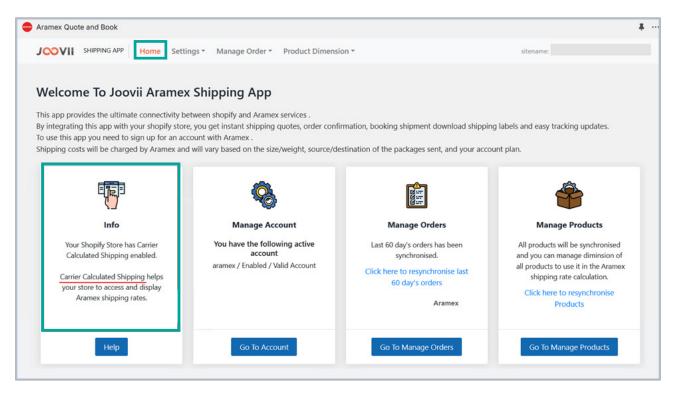
Step 9: Return to accounts and ensure that Aramex is enabled via the green toggle in the top right.

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• • •
-

1) Display Aramex shipping rates at checkout

In order to display Aramex shipping rates at checkout, you need to complete two steps.

a) You have to enable **Carrier Calculated Shipping** in your store.^{*} If it's already enabled, then it will show in your dashboard as below.



***Disclaimer:** Third-party carrier-calculated shipping (CCS) isn't available on the Basic Shopify or Shopify Starter plans.

b) Add Aramex as a carrier rate via Shopify settings. View the steps below.

Step 1: From the settings menu, select **Shipping and Delivery.**

Step 2: Go to **General Profile** then **Shipping zones** and finally **Add Rates**.

hipping 🛈		New profile
hoose where you ship and	how much you charge for shipping at checkout	New profile
General shipping rates		
General	Rates for	
All products	AustraliaRest of world	>
Custom shipping rates		

Step 3: Select from the sub menu, **Carrier and app rates.**

Australia ~ Australia					•••
Your rates (1)	Carrier and app rates (2)				
Carrier name 🗘		Handling fee	Transit time	Services	
Aramex_Joovii_Shi	pping (Rates provided by app)	<u> </u>	Calculated	_	
Sendle (Rates prov	rided by app)	—	Calculated	3 Services 🗸	
	with Shopify-powered backup ra				0

Step 4: Add Aramex services.

Step 5: Enable **Aramex Economy** and **Aramex Priority** services select **Done**.

Aramex_Joovii_Shipping (Rates provided by a	pp)	\$
Rates shown at checkout are based on your cu dimensions Services	stomer's address and the order's weight an	d
Not available on Managed Markets orders		
Aramex EconomyAramex Priority		
	to customers when they become available	
 Automatically show new shipping services Handling fee Adjust calculated rates to account for packagin Percentage 		
Handling fee	g and handling costs.	

2) Manage your Account

You can manage your account from **Settings** then selecting **Accounts**.

From the settings page you can add/edit account details, update other settings, add/edit package details & manage Aramex Products/Services.



3) Manage Product Dimensions

To request a shipping quote based on your product size (e.g., Custom Packaging - Dynamic from checkout), you'll need to provide both the dimensions and weight of your products.

First, add the product's weight through the **Products** dashboard in **Shopify**.

Next, enter the dimensions (length, width, and height) for each product in the **Aramex Shipping App** by Joovii, as displayed in the four steps outlined below.

Step 1: Open the Aramex Shipping App on Shopify.

- **Step 2:** After selecting **Product Dimension** from the menu, you can select **Manage Product Dimension**.
- **Step 3:** This will allow you to select **Click here to synchronise** Products, which will add all your products to the product list.

Aramex Quote and Book							1
JOOVII SHIPPING APP Home	Settings - Manage Order -	Product Dimension -				sitename:	.myshopify.com
Product Dimension Ma	anagement						
Show 25 • entries Search:							
Title	productId	Vendor	Product Type	Dimension(L/W/H)	Status	UpdateProduct	ShowVarient
		_	Sweatpant	30.00 / 15.00 / 3.00	active	UpdateProduct	Show/Update Varient

Step 4: From the product list, you can select **Update Product**, where you can add the following:

- Product Length (cm)
- Product Width (cm)
- Product's Height (cm)

Edit Product Dimension			×
Update Product Dimension Product Title : Shopify Product Id : Sku : Vendor : Product Type :	Length Width Height	0.00 Product's Length(cm) 0.00 Product's Width(cm) 0.00 Product's Height(cm) Update Dimension	

If you have multiple products across your store, we recommend exporting your product list by select **Product Dimension** and selecting **Export Products**. Finally select **Export CSV**.

Aramex Quote and Book			¥ …
SHIPPING APP Home Settings * Manage Order *	Product Dimension *	sitename:	.com
Export Product Dimension Csv	Export csv with prefix in product id and variant id Export Csv		

This will allow you to download a CSV file, where you can easily edit product dimensions in bulk and import back into the Aramex Shipping App.

4) Manage your Orders

You can manage the order list from **Manage Order** then selecting **Orders**.

From the order list you can View Order & Book Shipment, Track Shipment or Download & Print Labels.

VII SHIPPING APP	Home Settings *	Manage Order - Product Di	mension *		sitename:
lers					
eate Bulkbooking					
how 50 • entries					Search:
1 Order	Fulfillment	Customer	Action	Customer Selection	ViewMore
#1365 [inti]	O Unduffilled			aramex	
May 16 at 7:04 am	O Unfulfilled		View Order And Book Shipment	Order Tag:	View Order
#1364 May 9 at 9:27 am	Added		Order fulfilled by other source	500 Gram Parcel - X500G Order Tag:	View Order
#1363 May 3 at 10:04 pm	fulfiled		Order fulfilled by other source	aramex Order Tag:	View Order
#1362 May 3 at 1:07 pm	• fulfiled		Order fulfilled by other source	aramex Order Tag:	View Order
#1361 May 3 at 5:38 am	O Unfulfilled		View Order And Book Shipment	Shipping Order Tag:	View Order
#1360 May 3 at 4:47 am	O Unfulfilled		View Order And Book Shipment	aramex Order Tag:	View Order
#1359 May 3 at 4:38 am	O Unfulfilled		View Order And Block Shipment	aramex Order Tag:	View Order
	Unfulfilled fulfilled		Vew Order And Book Shipment		View C

5) Book Shipments

Once the order view is open, Aramex service quotes appear on the left, with order details on the right.

On the right, you'll also find the destination and sender addresses, shipping cost, and the service selected by the customer. Merchants can edit parcel size using **the Package Dimensions and Weight** dropdown and refresh the page before completing the booking.

ipment Booking Options :: order #NF1992		
#NF1992 8 May, 2024, 10:26 am		Revert to original quote
Shipment Booking Option/Quote	▼ Order Items	
CITCITIES Aramex economy :: \$10.68 Volume: Book Now (\$10.68)	\$59.95 x 1(qty) = \$59.95 SKU: Weight: Quantity: 1 Dimension(L x W x H in cm): Not Defined Yet.	
Packaging Dimensions and weight Extra Option	Order Summary Subtotal 1 item Shipping Aramex Courier Tax GST Total	\$0.0 \$7.3 \$6.1 \$67.3
	▼ Delivery Address	
	name : email : phone : business Name : type : STANDARD ADDRESS	و

Once the booking is confirmed, a **Download Label** button will appear, allowing you to download the shipping label.

	Order tag:	
Shipment Booking Options :: order #1369		×
#1371 Jun 12.a #1369 12 June, 2024, 6:07 am		î
Shipment Booked Shipment Id:	- Order Items	
Shipping Provider: aramex Shippent service: Standard Delivery	\$15.00 x 1(qty) = \$15.00	_
Shipment Cost: \$10.15 Shipment Tracking:	SKU: Weight: 2567 (grams) Quantity: 1	
#1366 May 17 PreferredPickupDate:	Dimension(L x W x H in cm): Not De	fined Yet.
#1365 Download Label	* Order Summary	
071364 Order Fulfilled. May 5 ut	Subtotal 1 item Shipping Aramex Tax GST Total	\$15.00 \$13.69 \$2.87 \$31.56
11363 May 31a Book Another Shipment	Delivery Address	

6) Fulfillment, Notification and Tracking

After the order is booked, the Shopify order status will be updated to **Fulfilled**, with the tracking number and link added to the order. The customer will automatically be notified with these details.

7) Shortcuts

As the merchant, you can jump straight in to booking a shipment from Shopify admin.

Step 1: Select the order from Shopify admin and click **More actions**.

Q Search	H K	¢
Paid Puid Puifiled Archived Refun 9 July 2024 at 8:53 pm from Online Store	d Return Edit Print V More actions V	>
S Fulfilled (1) #NF2019-F1 Fulfilled	··· Notes // No notes from customer	
9 July 2024 Aramex	Customer ×	
\$59.95 × 1 0.5mm / 500g SKU: 88403	\$59.95 Contact information	
Paid	Shipping address 0	
Subtotal 1 item Shipping Parcel Post (0.5 kg: Items 0.5 kg, Package 0.0 kg) Taxes GST (10%) (Included) Total	\$59.95 \$10.40 \$6.40 \$70.35	
Paid	\$70.35	

Step 2: Select Book with Joovii – Aramex

Refund Return Edit Print V More actions V >	
Notes Duplicate Unarchive No optes from () View order status page	
Book with Joovii - aramex	
Contact information	
Shipping address Image: Control of the second sec	
95	95 x 1 \$59.95 View order status page 2 orders Contact information ℓ Contact information ℓ

8) Settings

There are several universal settings that can be applied across the app.

Accessing Account Settings

These can be accessed via the **cog icon** on the **Account** page.



Once selected, settings are divided into **Domestic Settings** and **International Settings**.

mestic Settings	Optional Services (Delivery Options)
e following settings will be applied by default to all domestic orders using this carrier. Each tting can be overridden on an order.	Authority to Leave
	Standard
	Signature on Delivery
	Print Label Size
	○ A4
	• 4x6
	Instructions Public (Optional)
	(length: 500) Special Instructions, which a printed on the label. Note: Only the first 150 characters will be printed on the label
	Instructions Private (Optional)
	(length: 500) Private (internal) instructions, not visible to the receiver
	External Reference 1 (Optional)
	(length: 100) reference field which can be used to link consignments to external systems
	External Reference 2 (Optional)
	(length: 100) reference field which can be used to link consignments to external systems

Delivery Options

This allows you, as the merchant, to set default delivery options such as **Authority to Leave**, **Standard** or **Signature on Delivery**.

Optional Services (Delivery Options)
 Authority to Leave
Standard
Signature on Delivery

These choices will impact the quoted prices but can still be adjusted for each order using the **Extra Options** dropdown on the order details page.

Label Size

In the Print Label Size section, you can choose between **A4** and **4x6 (A6)** options. This setting determines the label size available for download after a shipment is booked.

Print Label Size
○ A4
● 4X6

Instructions and References

This section outlines various optional fields for additional instructions and references related to shipments.

Public Instructions: You can provide special instructions that will be printed on the label, with only the first 150 characters visible.

Private Instructions: These are internal instructions meant for your team, not visible to the recipient.

External Reference 1 & 2: Two optional fields that allow you to link consignments to external systems for better tracking and management.

nstructions Public (Optional)
(length: 500) Special Instructions, which a printed on the label. Note: Only the first 150 characters will be printed on the abel
nstructions Private (Optional)
(length: 500) Private (internal) instructions, not visible to the receiver
External Reference 1 (Optional)
length: 100) reference field which can be used to link consignments to external systems
External Reference 2 (Optional)
(length: 100) reference field which can be used to link consignments to external systems
Save

International Settings

A generic description of the goods in the shipment can be set here, which will be used for all international orders' customs declarations, along with a declared value.

nternational Settings		
The following settings will be applied by lefault to all International orders using this carrier. Each setting can be overridden on	DescriptionOfGoods	
n order.	DescriptionOfGoods	
	DeclaredValue	
	DeclaredValue	
	Save	

These details can also be overridden for individual orders as needed.

Help

If you require further support, please contact the Joovii team directly.

Email: info@joovii.com

Contact Form: joovii.com/contact-us

Live Chat: joovii.com

Shopify App Store: apps.shopify.com/partners/joovii



Joovii Integration – Frequently Asked Questions

What is the Aramex Shipping App?

The app links your aramexConnect account to your Shopify store, enabling you to manage all your deliveries directly from Shopify admin. This streamlined process simplifies your shipping, saving you time and money on every dispatch.

Do I need an aramexConnect account to use the app?

Yes, you must have an active aramexConnect account to use the app.

Don't have an aramexConnect account? You can open a free account in only a few minutes. To sign up, visit: aramex.com.au/tools/aramexconnect

How do I install the app on Shopify?

You can install the app by visiting the **Shopify App Store** and searching for Aramex Shipping (AU/NZ). Or visit: apps.shopify.com/aramex-shipping

How do I book shipping with Aramex?

Once set up, you can book and print a label in a few clicks. The app automatically uses the customer's order details, such as size and weight, for quoting shipping costs at checkout and pre-filling booking information.

First, open your order in Shopify. Click **More Actions**, then **Book with Aramex**. Once you have reviewed the order and are happy with your shipment options, click **Book Now**. Lastly click **Download Label** to print and attach to your package.

After I have booked shipping, will my order be marked as fulfilled in Shopify?

Yes, bookings are fully integrated into the order fulfillment process, ensuring customer orders are updated with tracking details.

Joovii Integration – Frequently Asked Questions

Can I print shipping labels through the app?

Yes, you can print shipping labels directly from the app in Shopify admin.

Where can I find more help and further documentation?

For detailed setup and installation instructions, visit the Joovii website: joovii.com/aramex/aramex-installation-instruction

Is the Aramex Shipping App a product owned by Aramex?

Joovii is an independently owned and operated business. The Aramex Shipping App is a product of Joovii. Aramex is not liable for any downtime, outages, failures or infringements caused by or within the Aramex Shipping App.

What should I do if I encounter issues with the app or need help integrating my account?

If you require further support, please contact the Joovii team directly.

Email: info@joovii.com

Contact Form: joovii.com/contact-us

Live Chat: joovii.com

Book a Support Call: calendly.com/joovii

