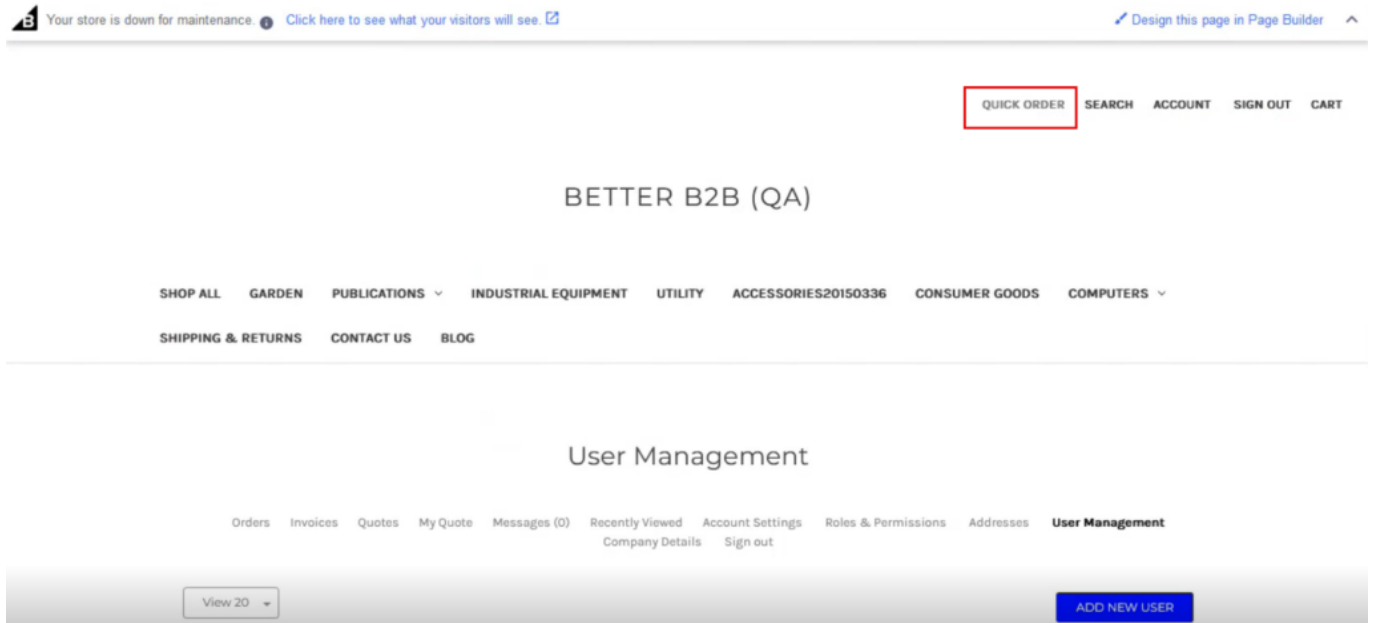


# Managing Sales Order Sync

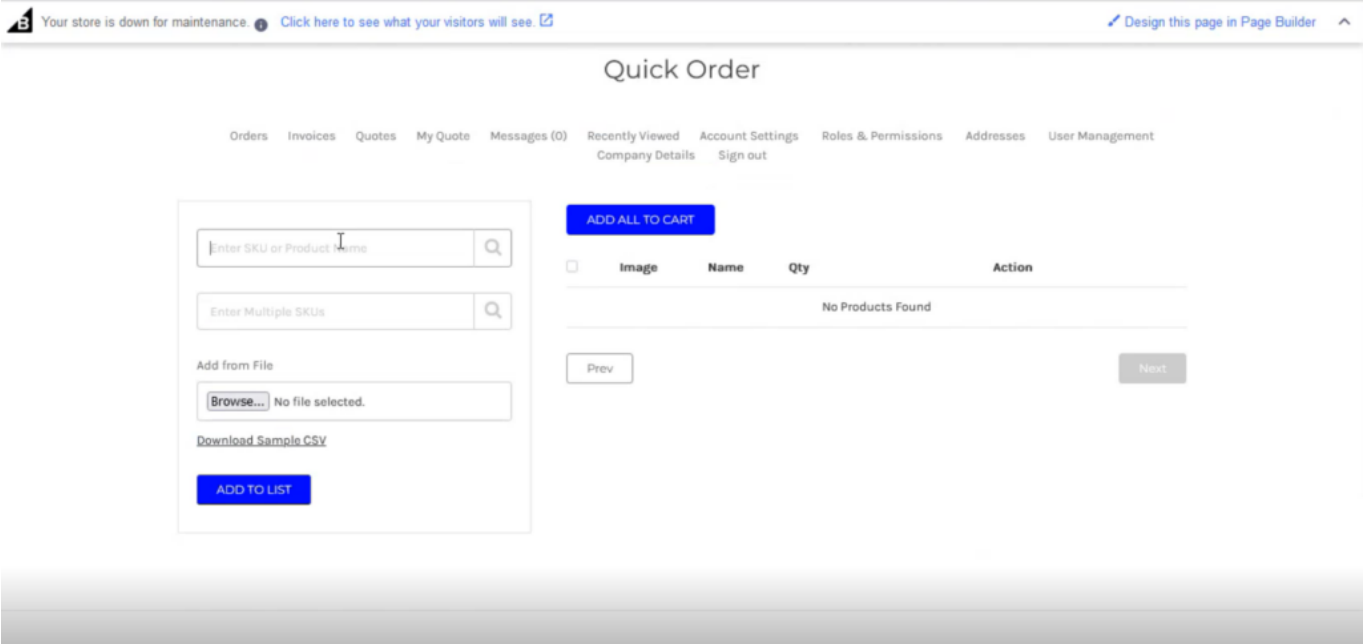
After signing up for Better B2B front end as a Business you will get an option for the **[Quick Order]**.



The screenshot shows the Better B2B (QA) front end interface. At the top, there is a maintenance notice: "Your store is down for maintenance. Click here to see what your visitors will see." and a link to "Design this page in Page Builder". Below this is a navigation bar with the following links: QUICK ORDER (highlighted with a red box), SEARCH, ACCOUNT, SIGN OUT, and CART. The main content area is titled "BETTER B2B (QA)" and contains a list of product categories: SHOP ALL, GARDEN, PUBLICATIONS, INDUSTRIAL EQUIPMENT, UTILITY, ACCESSORIES20150336, CONSUMER GOODS, and COMPUTERS. Below the categories are links for SHIPPING & RETURNS, CONTACT US, and BLOG. The interface then transitions to a "User Management" section with a navigation menu: Orders, Invoices, Quotes, My Quote, Messages (0), Recently Viewed, Account Settings, Roles & Permissions, Addresses, and User Management (selected). Under "User Management", there are sub-links for Company Details and Sign out. At the bottom of the User Management section, there is a "View 20" dropdown and an "ADD NEW USER" button.

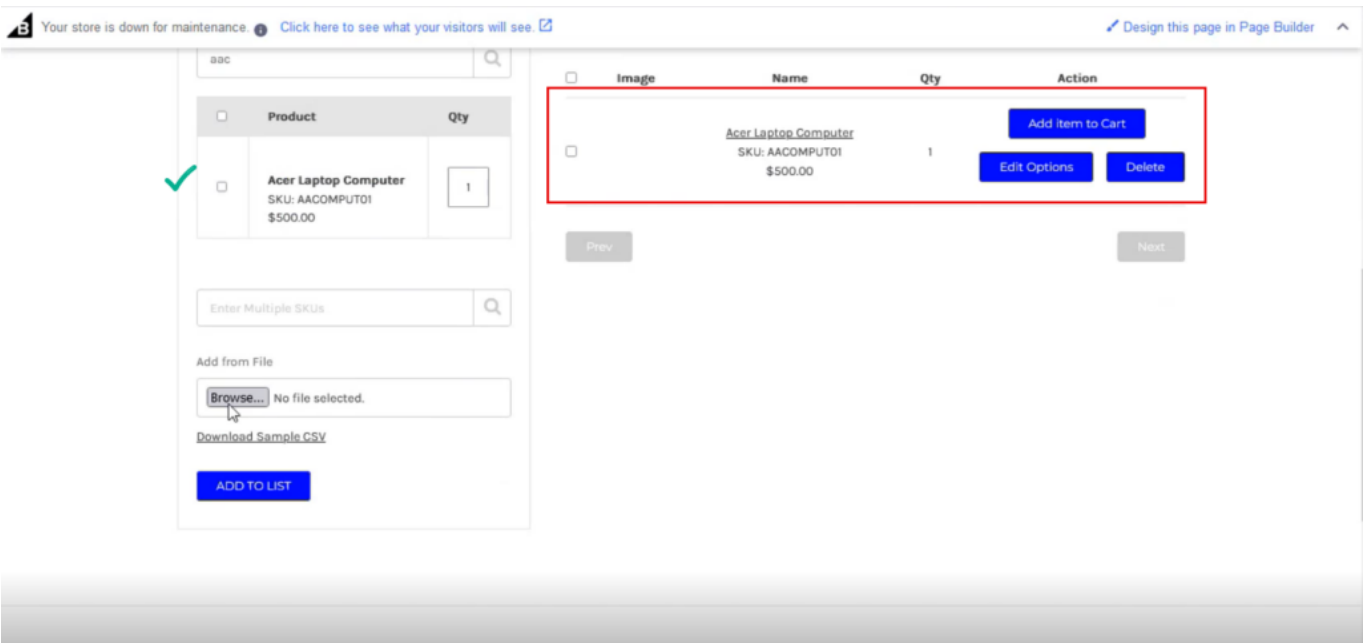
## Quick Order in Better B2B Front End

Upon clicking on the **[Quick Order]** you will be redirected to the following screen.



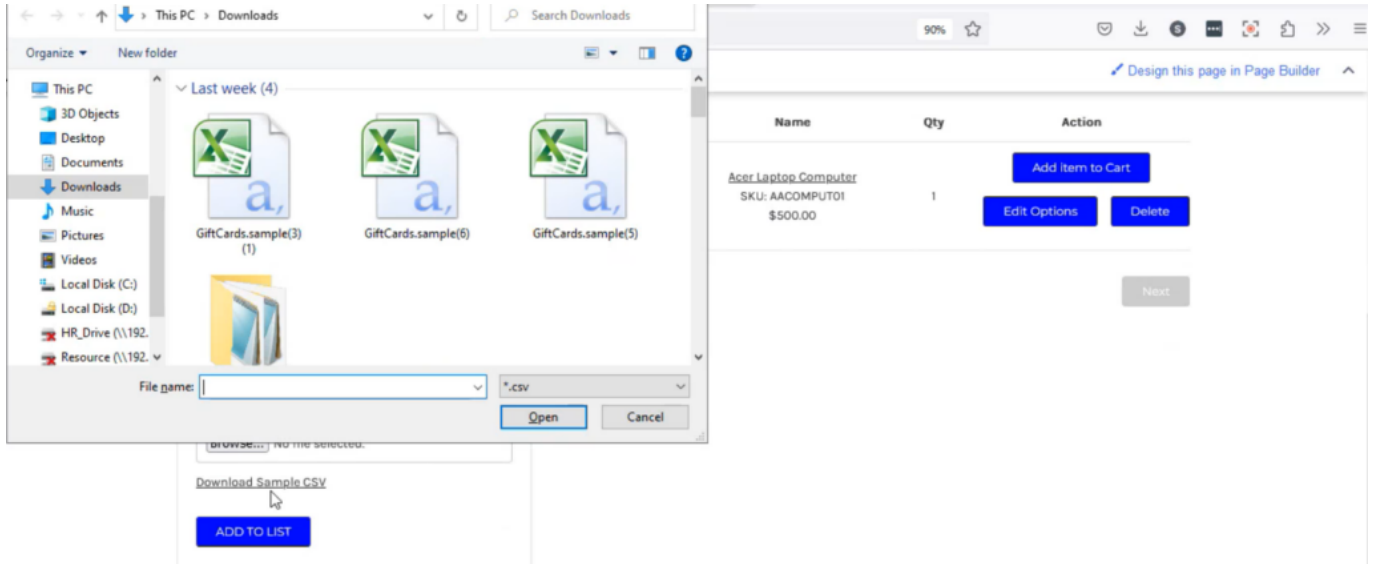
Quick Order detail screen

From the search box of the SKU, you can select the product.



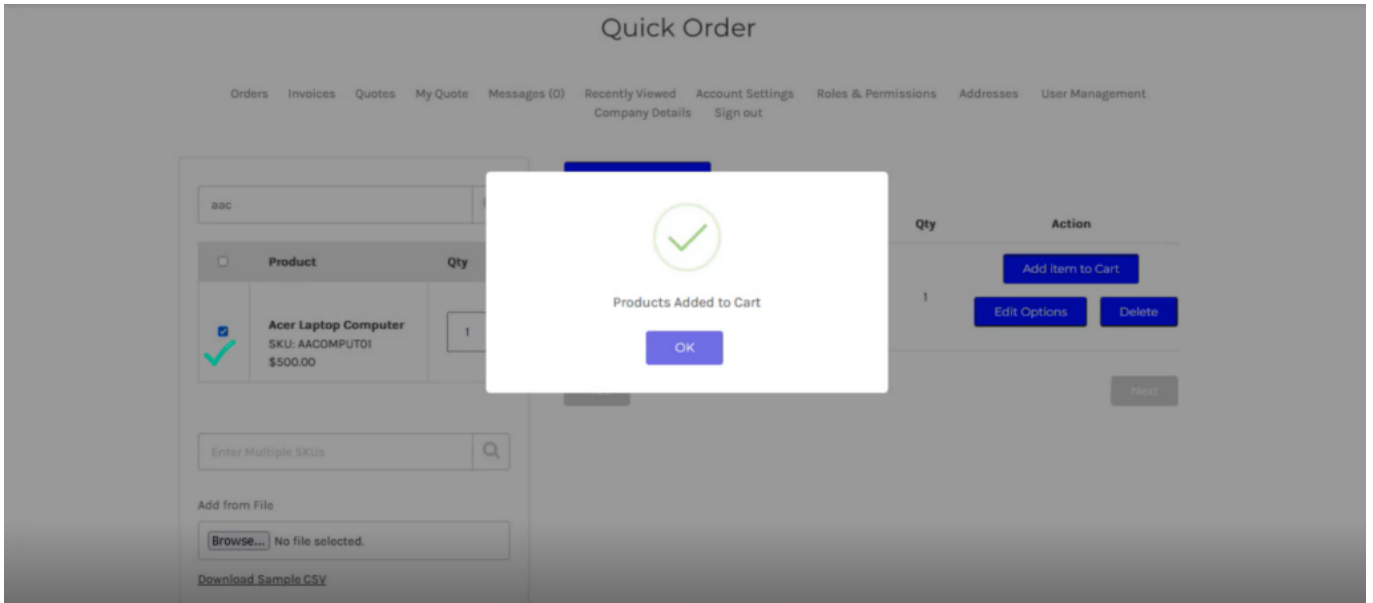
### Select the Product in Better B2B

If you have a product list in your local system, you can upload the products in bulk by using the [Browse] Option.



Option to download and add bulk products

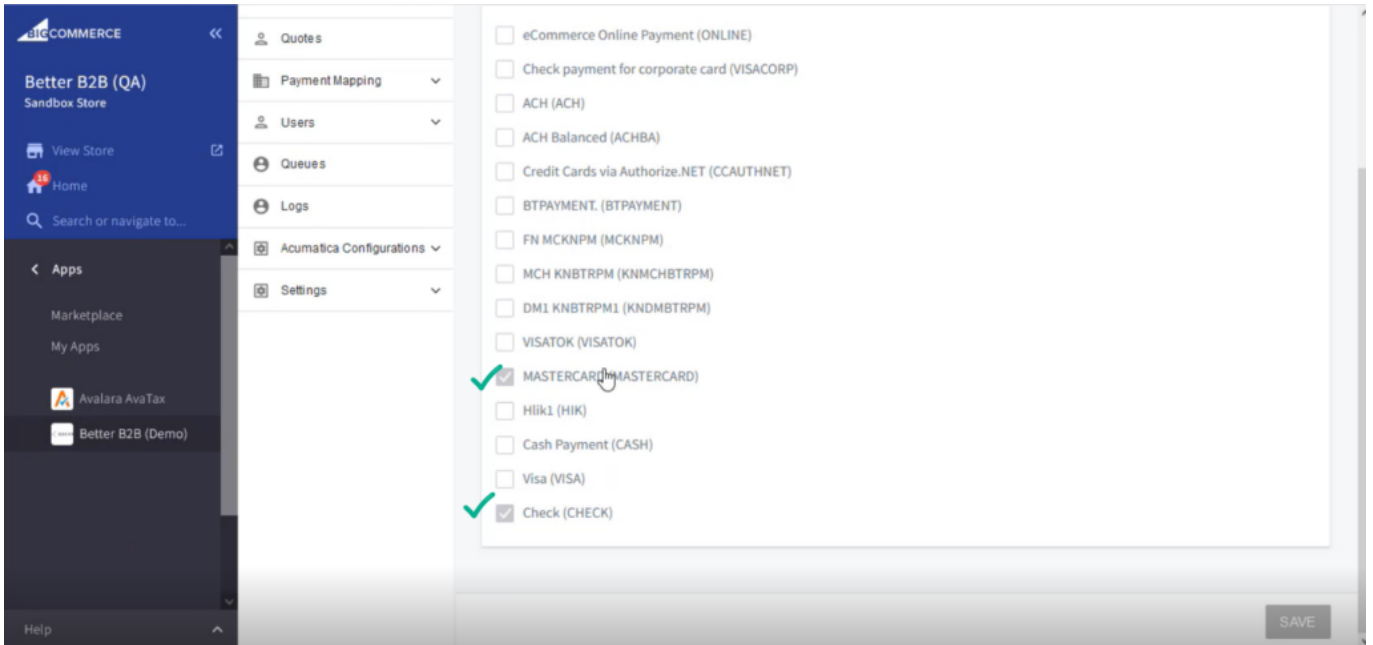
To add the product to the cart, check the box.



### Adding the product to the Cart

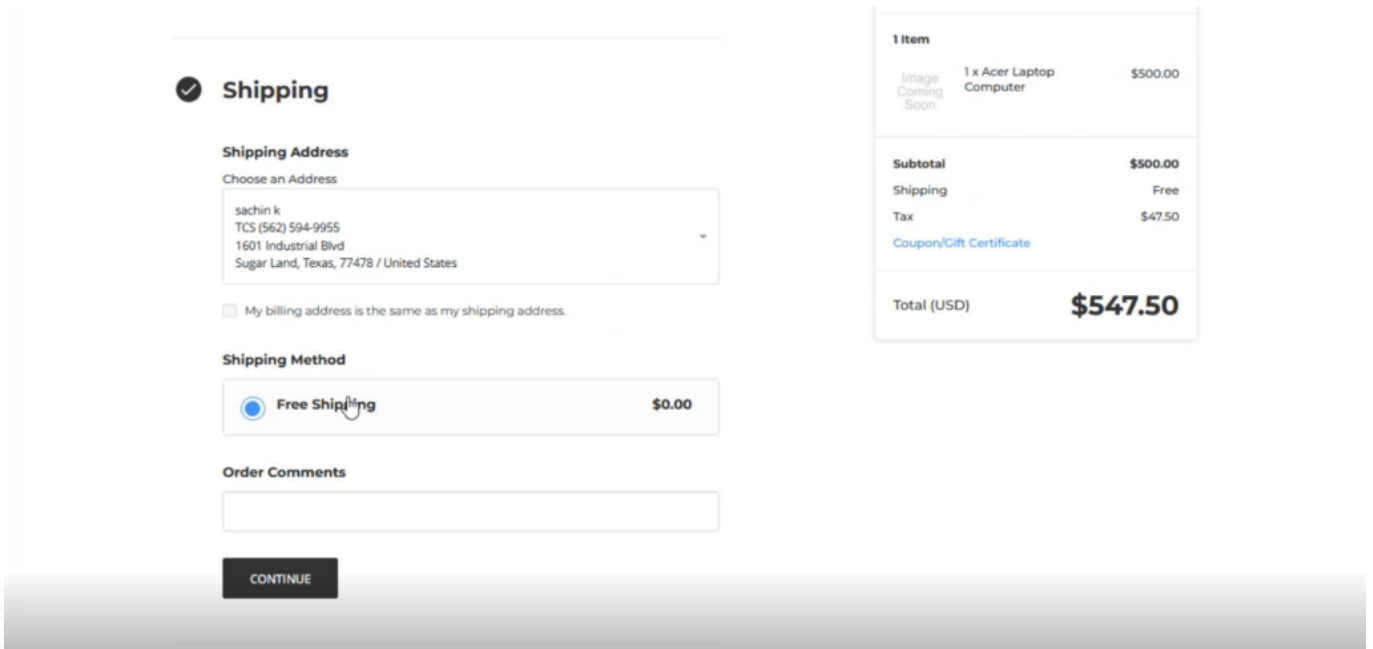
To place the order, you need the [Payment Methods]. The payment method should be set in Acumatica.

Go to the [Companies] in Better B2B. Under the specific company, you will be able to view that the payment method is synced.



Payment method got synced

It will be reflected on the front end as shown in the following figures.





KENSIUM

# BigCommerce B2B Connector

**Shipping** sachin k  
TCS (562) 594-9955  
1601 Industrial Blvd  
Sugar Land, Texas, 77478 / United States [Edit](#)

Free Shipping **\$0.00**

---

**Billing** sachin k  
TCS (562) 594-9955  
1601 Industrial Blvd  
Sugar Land, Texas, 77478 / United States [Edit](#)

---

**4** **Payment**

Cash on Delivery

**PLACE ORDER**

<b>1 Item</b>		
	1 x Acer Laptop Computer	\$500.00
<b>Subtotal</b> <b>\$500.00</b>		
<b>Shipping</b>		Free
<b>Tax</b>		\$47.50
<a href="#">Coupon/Gift Certificate</a>		
<b>Total (USD)</b>		<b>\$547.50</b>

Payment method

## Better B2B (QA)

### Thank you sachin!

Your order number is **423**

Your order was sent to us but is currently awaiting payment. Once we receive the payment for your order, it will be completed. If you've already provided payment details then we will process your order manually and send you an email when it's completed.

Type your cash on delivery instructions in here.

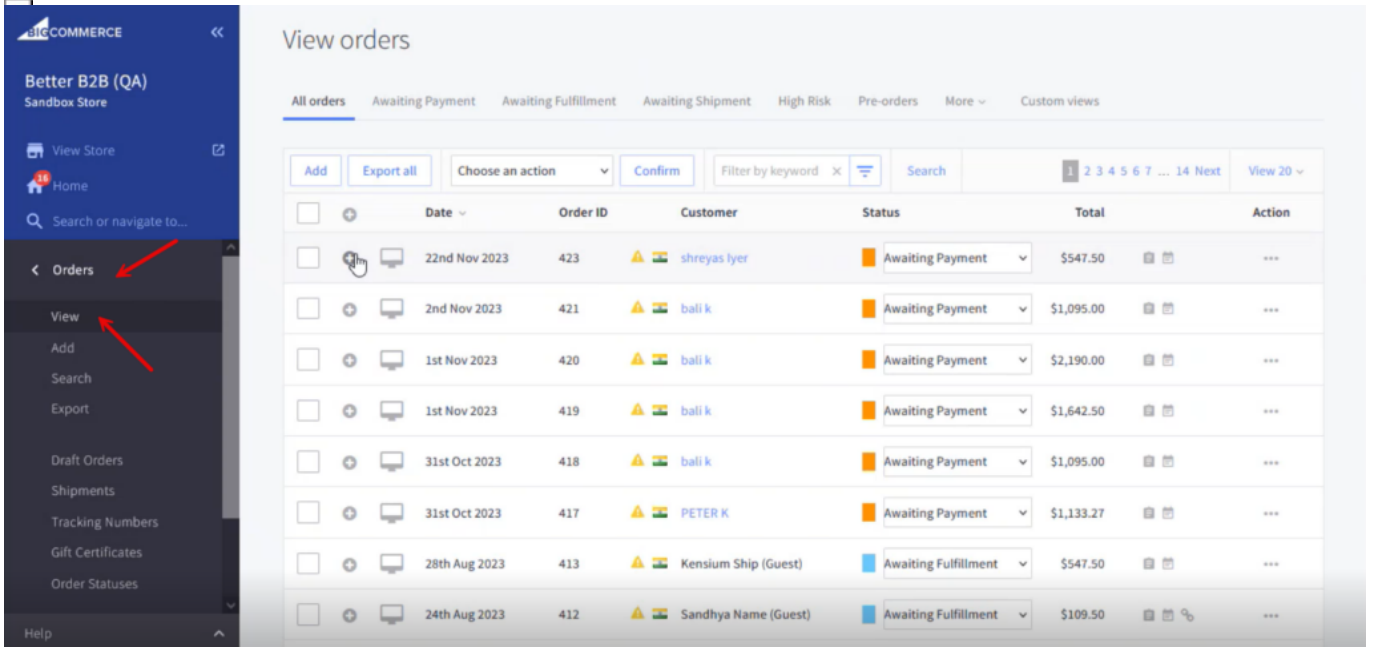
[CONTINUE SHOPPING »](#)

<b>Order Summary</b> <a href="#">Print</a>		
<b>1 Item</b>		
	1 x Acer Laptop Computer	\$500.00
<b>Subtotal</b> <b>\$500.00</b>		
<b>Shipping</b>		Free
<b>Tax</b>		\$47.50
<b>Total (USD)</b>		<b>\$547.50</b>

Payment method



The order will be displayed in BigCommerce, not in the B2B app. Go to the Order section at the left panel of the BigCommerce and click as shown below.

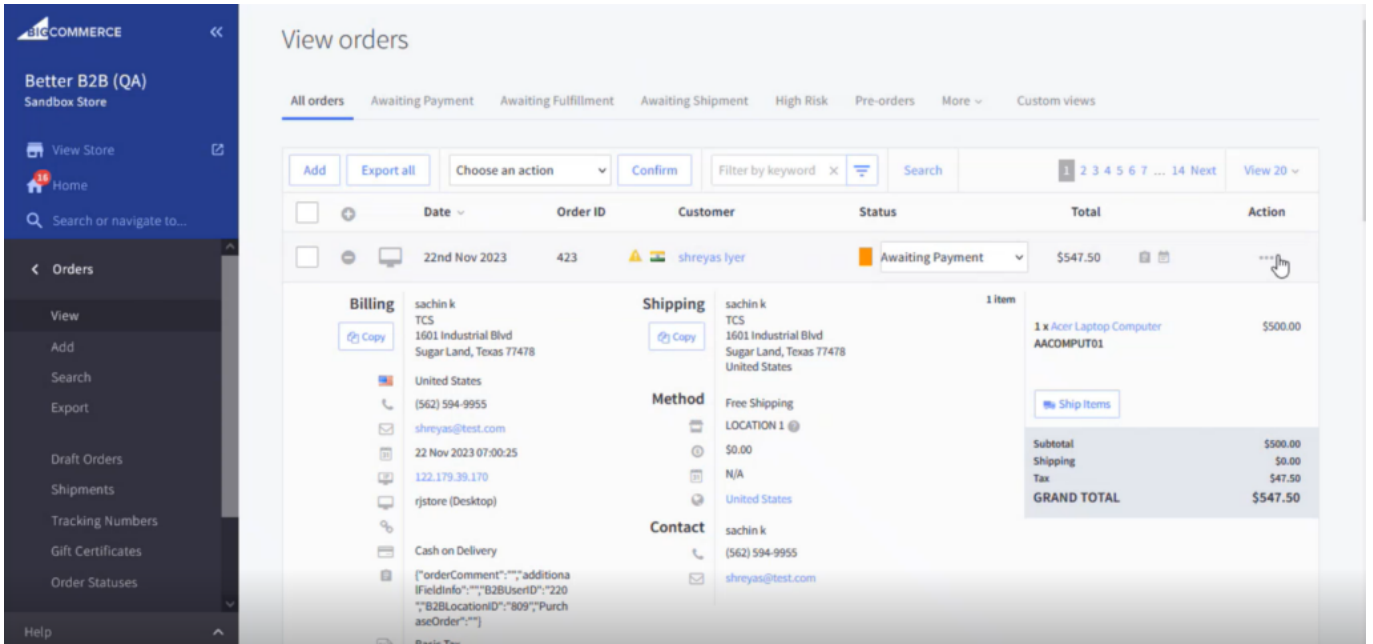


**View orders**

All orders | Awaiting Payment | Awaiting Fulfillment | Awaiting Shipment | High Risk | Pre-orders | More | Custom views

	Date	Order ID	Customer	Status	Total	Action
<input type="checkbox"/>	22nd Nov 2023	423	shreyas lyer	Awaiting Payment	\$547.50	...
<input type="checkbox"/>	2nd Nov 2023	421	bali k	Awaiting Payment	\$1,095.00	...
<input type="checkbox"/>	1st Nov 2023	420	bali k	Awaiting Payment	\$2,190.00	...
<input type="checkbox"/>	1st Nov 2023	419	bali k	Awaiting Payment	\$1,642.50	...
<input type="checkbox"/>	31st Oct 2023	418	bali k	Awaiting Payment	\$1,095.00	...
<input type="checkbox"/>	31st Oct 2023	417	PETER K	Awaiting Payment	\$1,133.27	...
<input type="checkbox"/>	28th Aug 2023	413	Kensium Ship (Guest)	Awaiting Fulfillment	\$547.50	...
<input type="checkbox"/>	24th Aug 2023	412	Sandhya Name (Guest)	Awaiting Fulfillment	\$109.50	...

Orders in Big Commerce



**View orders**

All orders | Awaiting Payment | Awaiting Fulfillment | Awaiting Shipment | High Risk | Pre-orders | More | Custom views

	Date	Order ID	Customer	Status	Total	Action
<input type="checkbox"/>	22nd Nov 2023	423	shreyas lyer	Awaiting Payment	\$547.50	...

**Billing**

sachin k  
TCS  
1601 Industrial Blvd  
Sugar Land, Texas 77478  
United States  
(562) 594-9955  
shreyas@test.com  
22 Nov 2023 07:00:25  
122.179.39.170  
rjstore (Desktop)  
Cash on Delivery  
["orderComment":"","additionalFieldInfo":"","B2BUserID":"220","B2BLocationID":"809","PurchaseOrder":"","Basic Tax"]

**Shipping**

sachin k  
TCS  
1601 Industrial Blvd  
Sugar Land, Texas 77478  
United States  
**Method**  
Free Shipping  
LOCATION 1 @  
\$0.00  
N/A  
United States  
**Contact**  
sachin k  
(562) 594-9955  
shreyas@test.com

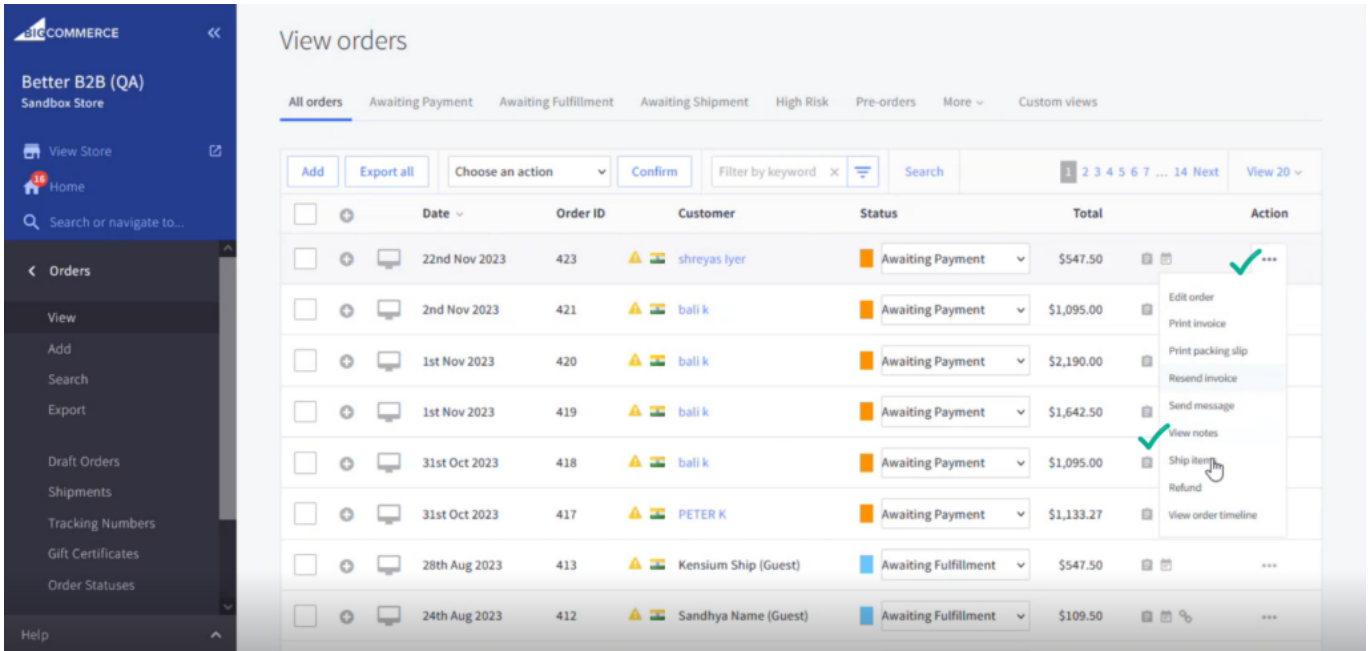
**1 Item**

1 x Acer Laptop Computer  
AACOMPUT01  
\$500.00  
[Ship Items](#)

Subtotal	\$500.00
Shipping	\$0.00
Tax	\$47.50
<b>GRAND TOTAL</b>	<b>\$547.50</b>

## View your order

From the Action [...] button you can view Notes from the list of options.



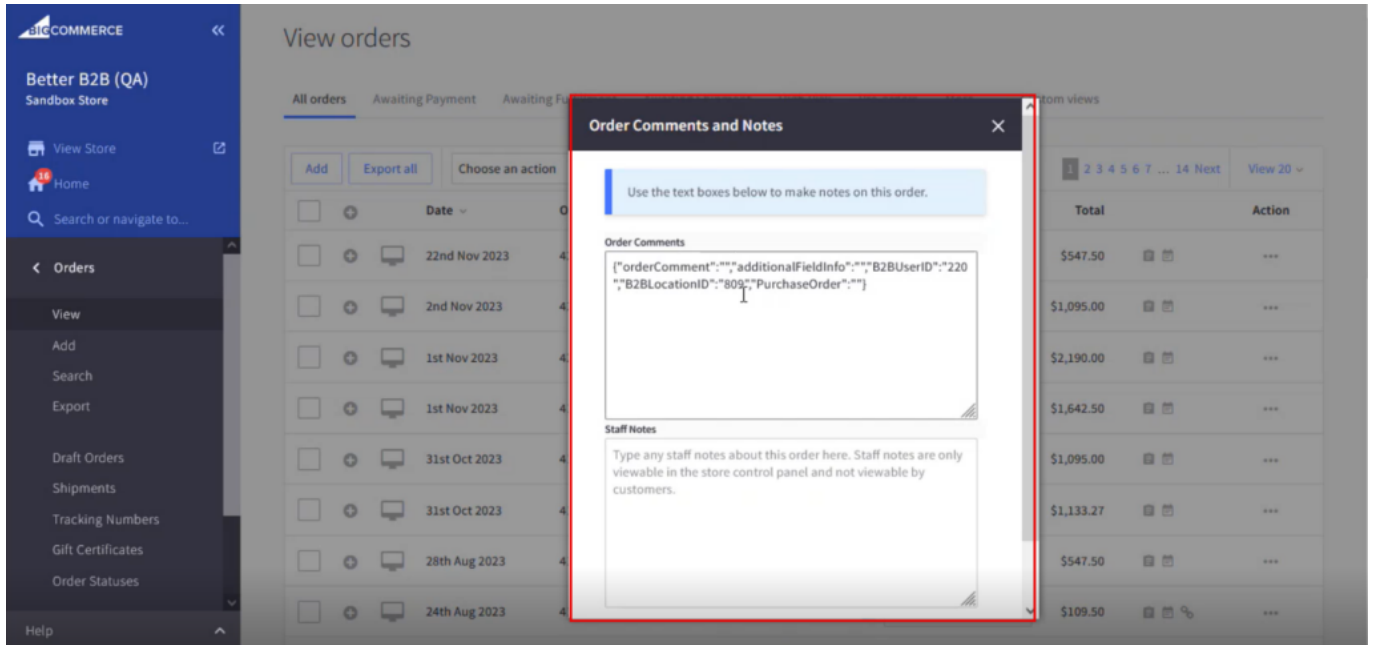
The screenshot displays the 'View orders' page in the BigCommerce B2B Connector. The interface includes a sidebar on the left with navigation options like 'View Store', 'Home', and 'Orders'. The main content area shows a table of orders with columns for Date, Order ID, Customer, Status, Total, and Action. The order with ID 419 is selected, and its action menu is expanded, showing options such as 'Edit order', 'Print invoice', 'Print packing slip', 'Resend invoice', 'Send message', 'View notes', 'Ship item', 'Refund', and 'View order timeline'. The 'View notes' option is highlighted with a green checkmark.

	Date	Order ID	Customer	Status	Total	Action
<input type="checkbox"/>	22nd Nov 2023	423	shreyas lyer	Awaiting Payment	\$547.50	...
<input type="checkbox"/>	2nd Nov 2023	421	bali k	Awaiting Payment	\$1,095.00	...
<input type="checkbox"/>	1st Nov 2023	420	bali k	Awaiting Payment	\$2,190.00	...
<input type="checkbox"/>	1st Nov 2023	419	bali k	Awaiting Payment	\$1,642.50	...
<input type="checkbox"/>	31st Oct 2023	418	bali k	Awaiting Payment	\$1,095.00	...
<input type="checkbox"/>	31st Oct 2023	417	PETER K	Awaiting Payment	\$1,133.27	...
<input type="checkbox"/>	28th Aug 2023	413	Kensium Ship (Guest)	Awaiting Fulfillment	\$547.50	...
<input type="checkbox"/>	24th Aug 2023	412	Sandhya Name (Guest)	Awaiting Fulfillment	\$109.50	...

Click on [View Notes]

Upon clicking the View Notes a popup will appear where the Order Comments will be displayed. You can use the text boxes to make notes on this particular order.

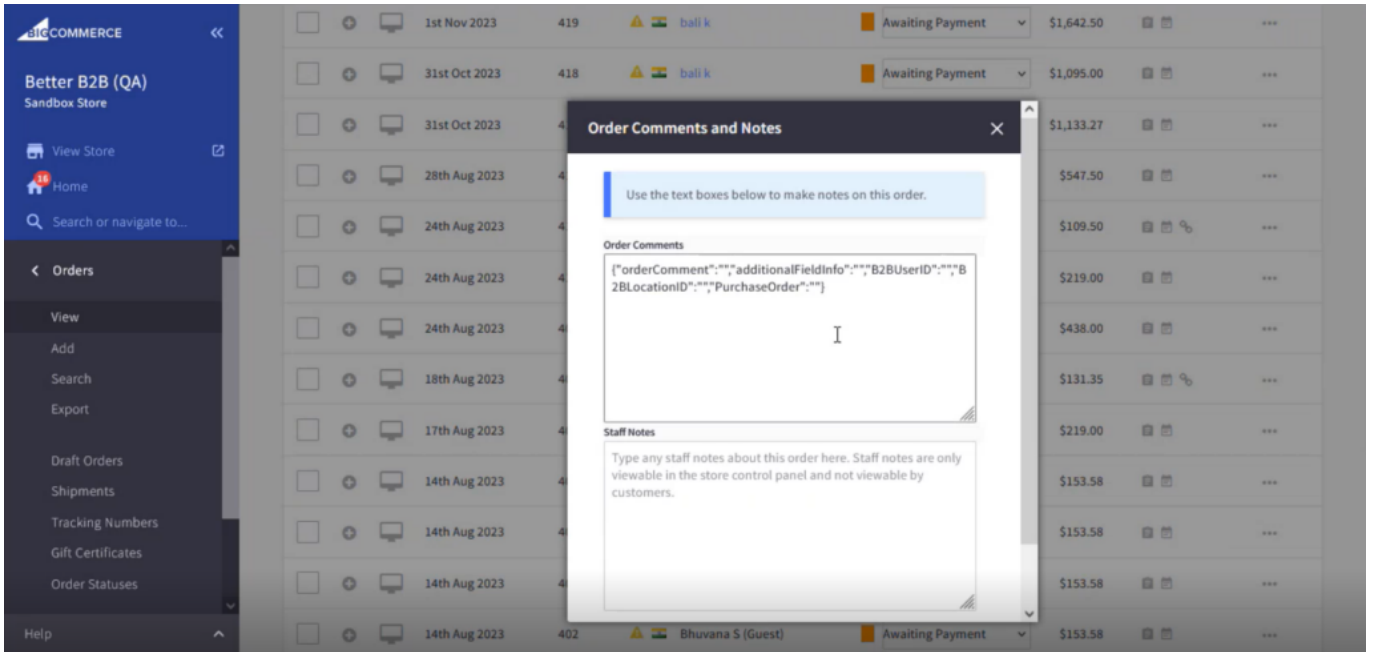




### Order Comments and Notes section

In the above figure, you can view the B2B User ID and the Location ID.

Note that, for a normal Big Commerce order you won't be able to view the B2B User ID.



Normal Big Commerce Order Comments and Notes box.