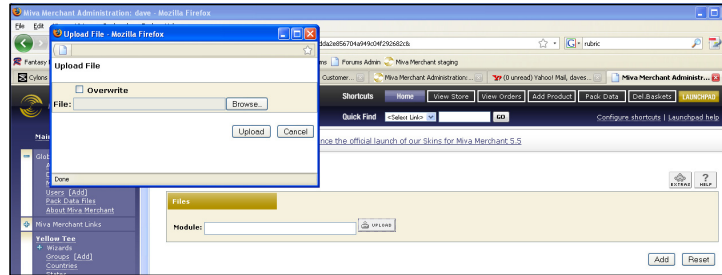# MIVA MERCHANT

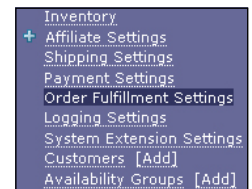# Shipwire Configuration Steps

1. Login to your store admin (version 5 or 5.5).

2. In Miva Merchant 5.5 you'll click the plus sign next to **Global Settings** and then click **Add** to the right of the word "Modules."

3. Click **Upload** then Choose File and browse to the file on your hard drive. Upload the file and then click **Add**.

4. Once the module is installed, click on Order Fulfillment Settings in your left navigation.
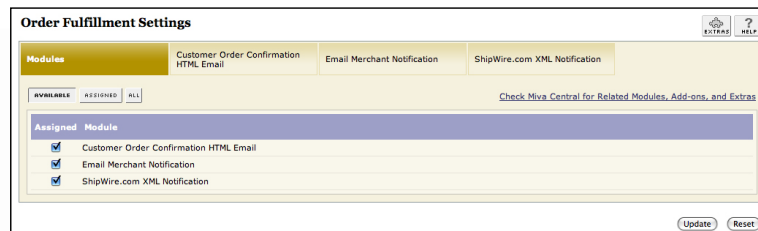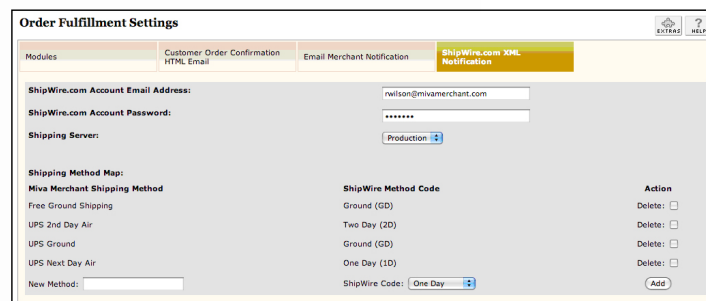

2. EXPAND GLOBAL SETTINGS

3. UPLOAD THE MODULE

4. CLICK ON ORDER FULFILLMENT SETTINGS

5. Check the box to the left of ShipWire.com XML Notification and click **Update.**

SELECT SHIPWIRE

6. Click on the Tab that says ShipWire.com XML Notification.

7. Enter your ShipWire username and password and make sure it's set to use the Production server.

8. Map your shipping methods by typing the name in to the right of the box where it says New Method: (it's vital that this name matches exactly how it's displayed on your shipping selection screen in Miva Merchant, e.g. if UPS Ground is the name displayed on the shipping selection screen for your shoppers, then UPS Ground is what you'd type in this box).

9. In the drop down under ShipWire Code, match the type of shipping to the method you just added, then click **Add**.

ADD A SHIPPING METHOD

10. Map all the available shipping methods for the products you'll fulfill via ShipWire.

11. Now we need to configure which products will use ShipWire.

12. Click **Products** in the left hand navigation, then choose a product to configure and click **EDIT**.

13. Once you're in the Product Edit screen, click on the ShipWire XML Notification tab specific to that product.

14. Fill in the information pertaining to this specific product including:

        a. Package Length

        b. Package Width

        c. Package Height

        d. Declared Value

Product	Images	Related Products	Attributes	Upsold Products
Inventory	Header & Footer	Merchant Partners Payment Gateway - Recurring Billing	META Tag Settings	Price Based Free Shipping
Microsoft Live Search cashback	**ShipWire.com XML Notification**			

The following information will be transmitted to ShipWire when this product is purchased:

Ship Via ShipWire:	☐
Package Length:	0
Package Width:	0
Package Height:	0
Declared Value:	0

(Update) (Delete) (Reset)

PACKAGE DETAILS

15. Now run a test order with the products configured and confirm that you see the order in your ShipWire admin.