

# Link up Royal Mail account in SoldEazy

??ID??: 974 | ??: ??? | ????: Wed, Nov 8, 2023 11:06 AM

Link up Royal Mail account in SoldEazy

1. Generate a Click & Drop API authorisation key
2. Use API authorization key in SoldEazy

1. Generate a Click & Drop API authorization key  
Go to Royal Mail's "Click & Drop" platform and log in:

<https://business.parcel.royalmail.com/>

Go to Settings

The screenshot shows the Royal Mail Click & Drop dashboard. At the top, there is a navigation bar with links for Print Assist, Messages, Help, Settings, My account, and Log out. Below the navigation bar, the user is welcomed to Click & Drop. A red box highlights the settings icon (a gear) in the top right corner of the dashboard, with a red arrow pointing to it. Below the welcome message, there are four steps for getting started: 1. Set your shipping label format, 2. Check your return address, 3. Generate and print a shipping label, and 4. Integrate your online stores (Optional). At the bottom, there are four summary cards: New orders (9), Orders ready for printing (0), Orders ready for despatch (0), and Orders despatched today (0).

Go to "Integrations"

Click & Drop™ Dashboard Orders Products Reports


Print Assist Messages Help Settings My account Log out

Search for orders, pages, actions and help...

### Settings / Overview


#### Integrations

Connect and manage your online stores to allow Click & Drop to automatically import your orders for you

[Go](#)


#### Company address

Set up and manage your trading and return addresses

[Go](#)


#### User management

Set up and manage users on your Click & Drop account

[Go](#)


#### Trading names

Set up and manage trading names if you trade online using different business identities or brands

[Go](#)


#### Shipping services

See details of your shipping services and configure your favourites

[Go](#)


#### Label format

Choose the label and despatch note format you'd like to use for your shipping labels

[Go](#)


#### Shipping rules

Set up and manage shipping rules to automatically apply postage to your orders

[Go](#)

#### My data

Submit requests to erase customer data from your Click & Drop orders, or entirely delete your Click & Drop account

[Go](#)

#### Default customs information

Choose default categories, a signature image, and default package contents for your customs declaration documents

#### Miscellaneous

Set up and manage miscellaneous settings related to your Click & Drop account

Click "add a new integration"



Click & Drop™ Dashboard Orders Products Reports

Print Assist Messages Help Settings My account Log out

Search for orders, pages, actions and help...

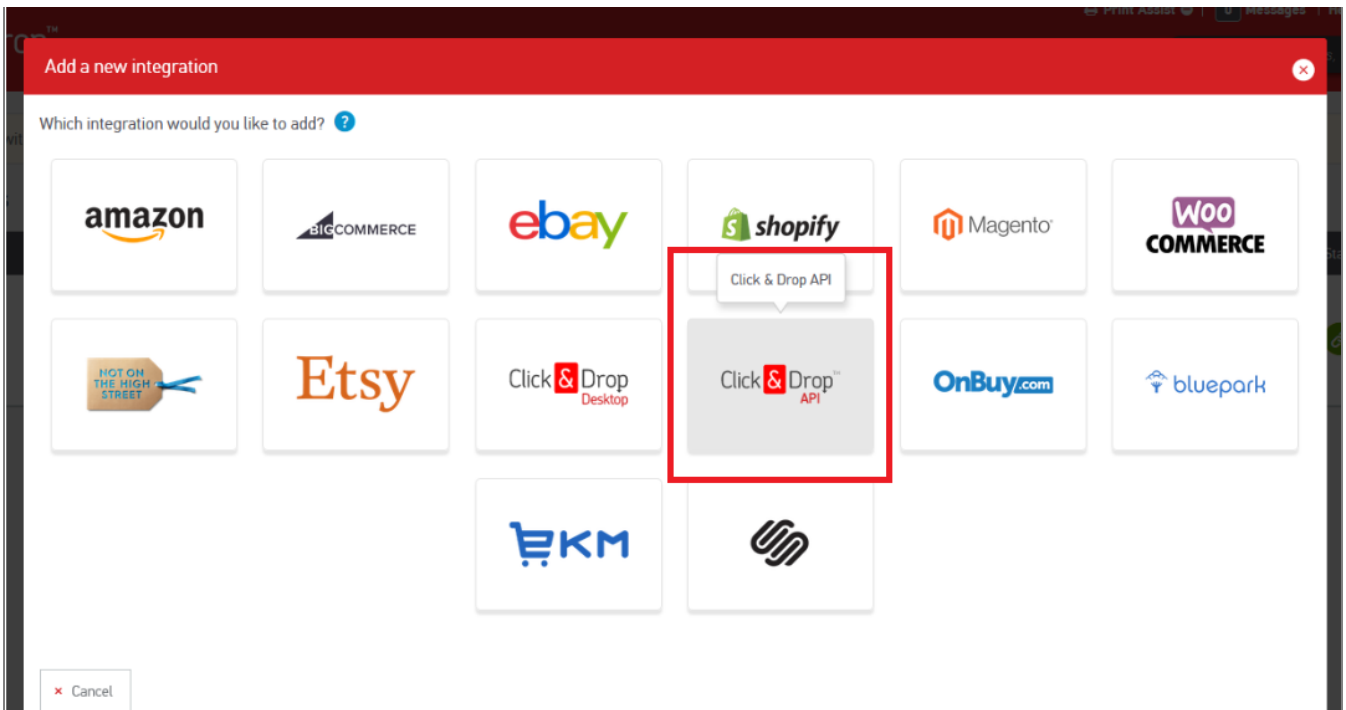
Integrate your online stores with Click & Drop by using the 'Add a new integration' button.

### Settings / Integrations

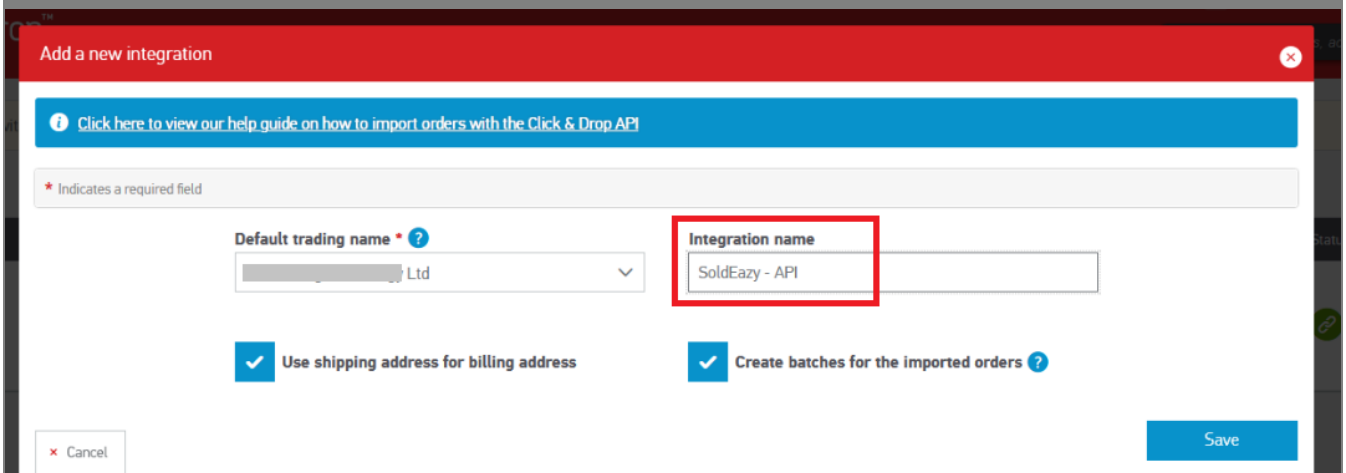
Channel	Integration name	Trading name	Country	Username	Connection expires	Status
	Manual Order Entry	_____ Ltd				

[Add a new integration](#)

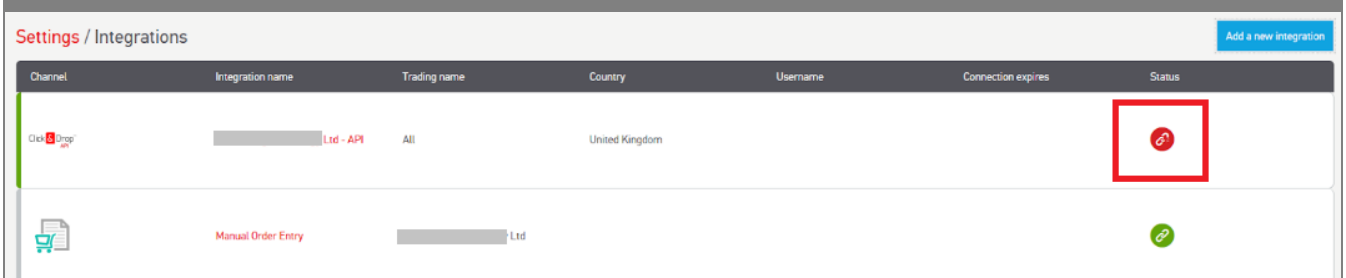
Choose "Click & Drop API"



Set up integration name and save



Go back to integration settings and click status icon on your new integration.(Red means inactive)



Update and connect your integration

Settings / Integrations Add a new integration

Click & Drop Ltd - API All United Kingdom

[Click here to view our help guide on how to import orders with the Click & Drop API](#)

\* Indicates a required field

Default trading name \* ?  Integration name

Use shipping address for billing address  Create batches for the imported orders ?

Pass this auth key in the header of every API call made to Click & Drop. API requests made without authorisation will fail. For further details, visit [How to import orders with the Click & Drop API](#).

Click & Drop API authorisation key: 046428-108-133-030-818150-57 e

Now your integration is active and can be used in SoldEazy.

Click & Drop™ Dashboard Orders Products Reports

Print Assist | Messages | Help | Settings | My account | Log out

Search for orders, pages, actions and help...

Settings / Integrations Add a new integration

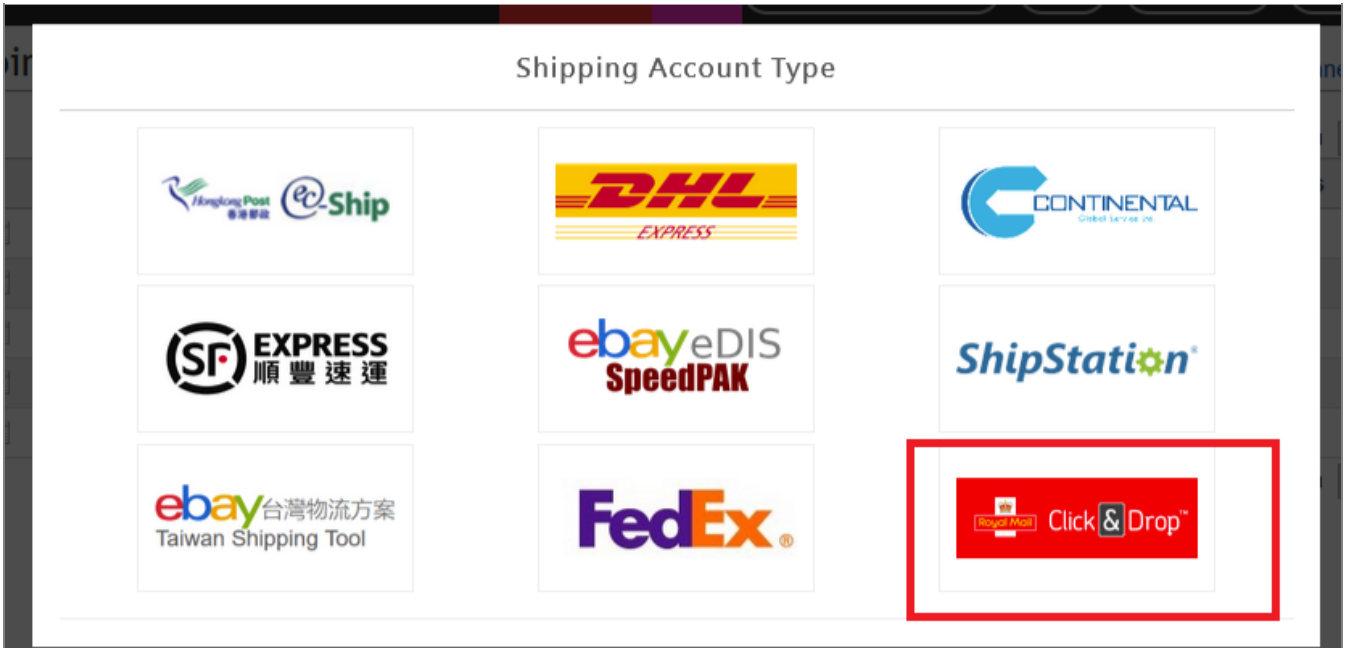
Channel	Integration name	Trading name	Country	Username	Connection expires	Status
	Ltd - API	All	United Kingdom			
	Manual Order Entry	Ltd				

## 2. Use API authorization key in SoldEazy

Go to Channels > Shipping Channel

- CHANNELS**
- Sales Channel
  - Payment Channel
  - Shipping Channel**

Click < Add a Shipping Channel >, choose Royal Mail "Click & Drop"



Input your Click & Drop account email and the API authorization key from your integration settings, save and done.

### Shipping Channel Add a Shipping Channel + | Help

Save Back

Field Name	Field Value
Shipping Channel Type	Click & Drop
Email	<input type="text"/>
Click & Drop API authorisation key	<input type="text"/>

Save Back

### Settings / Integrations Add a new integration

Click & Drop  Ltd - API All United Kingdom

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Click & Drop API authorisation key:

Update and connect
Delete
Update

Cancel

\*\*\*Fin\*\*\*

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🔗 : **Holistic Tech** - Wed, Nov 30, 2022 5:33 PM. 🔗🔗🔗🔗🔗 4321 🔗

🔗URL: <https://www.soldeazy.com/support/article.php?id=974>