



## Connect to The Market

**This guide will walk you through the steps needed to connect your The Market account to Logicbroker.**

See the link below for general information, how it works, requirements, troubleshooting, connector updates and more.

[The Market](#)

### 1. Create a The Market seller account

Register to become a seller on The Market.

[Sell on The Market](#)

### 2. Log into The Market through the portal

In this step you will make the connection between The Market and Logicbroker using your marketplace credentials to log in through our portal. It is recommended to begin this process in the Logicbroker stage portal first to verify your data is processing properly.



1. In the Logicbroker portal, navigate to **Settings** > **Connections**
2. Click on **Connect to a New System** and search for **The Market**
3. Under **General** > **Base URL**, select the URL you wish to connect to *\*select the staging one if you are testing and the other if you are working in production*
4. Enter in your **Merchant ID** and the **credentials** you use to log into you're The Merchant account
5. **Save**

### Connect to TheMarket

Accepts shipments, acknowledgements, inventory and product catalog. Provides orders and acknowledgements.

#### General

Base URL

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Merchant ID

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#### Credentials

Username

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Password

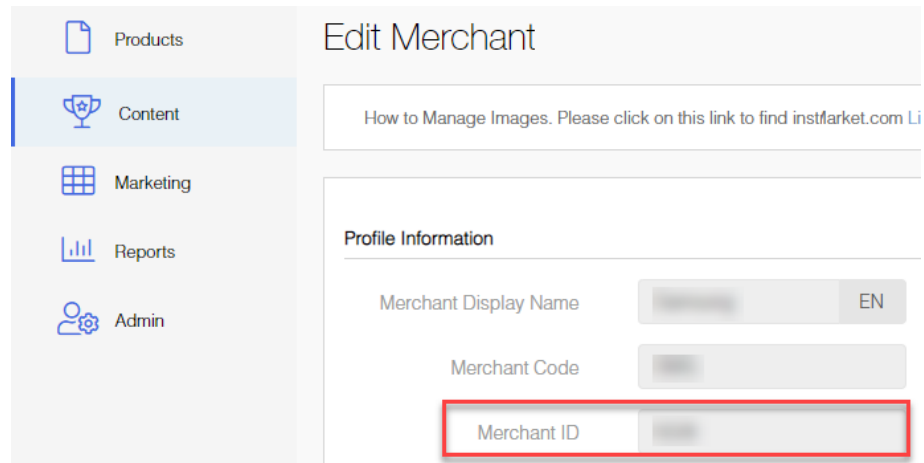
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 **SAVE**



### Merchant ID

Your Merchant ID is located in your The Market account by going to Content > My Merchant Profile.



Products

Content

Marketing

Reports

Admin

### Edit Merchant

How to Manage Images. Please click on this link to find instmarket.com Li

#### Profile Information

Merchant Display Name  EN

Merchant Code

Merchant ID

## Set up complete



Congrats! You have successfully connected your Logicbroker account to The Market. Read on to see your connection in action.



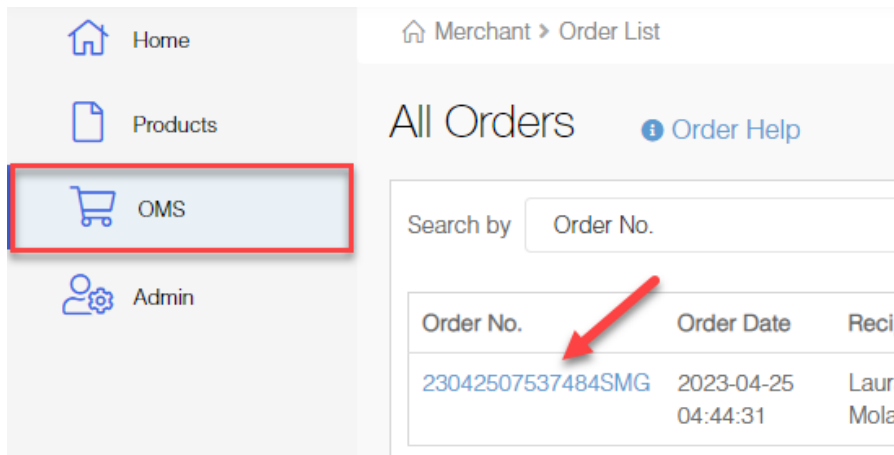
## See it in action

Once you have completed the steps above, you are able to start processing The Market orders. See the steps below to see your connection in action and confirm the process works between Logicbroker and The Market. For more details on each transaction or document review the following link:

[The Market](#)

## Orders

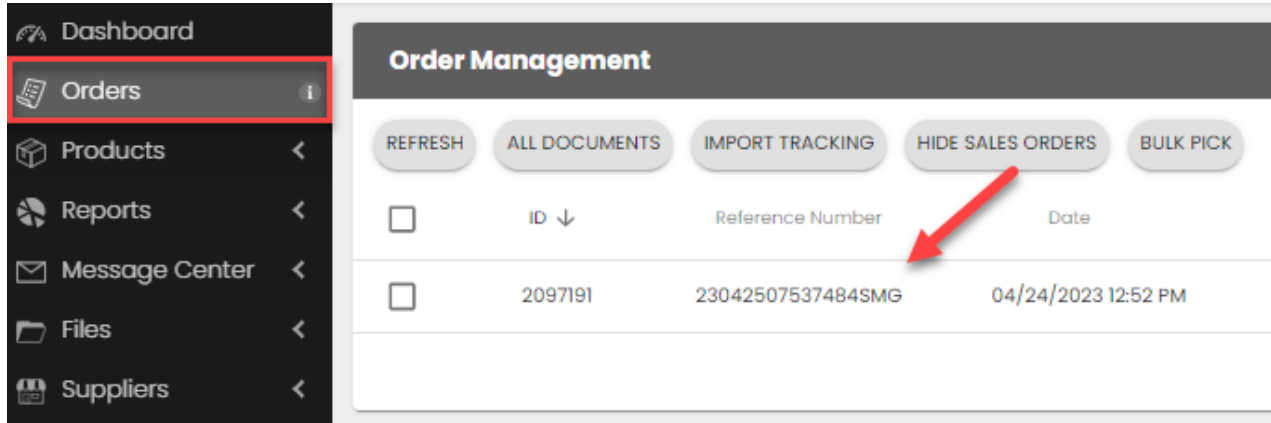
1. In The Market's portal, navigate to **OMS > Orders** > note the **Order No.** of the order you want to see in Logicbroker
2. In the Logicbroker portal, navigate to **Orders** > locate the order with the same **Reference Number** *\*Orders are sent from The Market to Logicbroker within 15 minutes*



The screenshot shows the Logicbroker portal interface. On the left is a navigation menu with options: Home, Products, OMS (highlighted with a red box), and Admin. The main content area is titled 'Merchant > Order List' and 'All Orders'. There is a search bar with 'Order No.' selected. Below the search bar is a table of orders:

Order No.	Order Date	Recip
<a href="#">23042507537484SMG</a>	2023-04-25 04:44:31	Laur Mola

A red arrow points to the order number '23042507537484SMG' in the table.



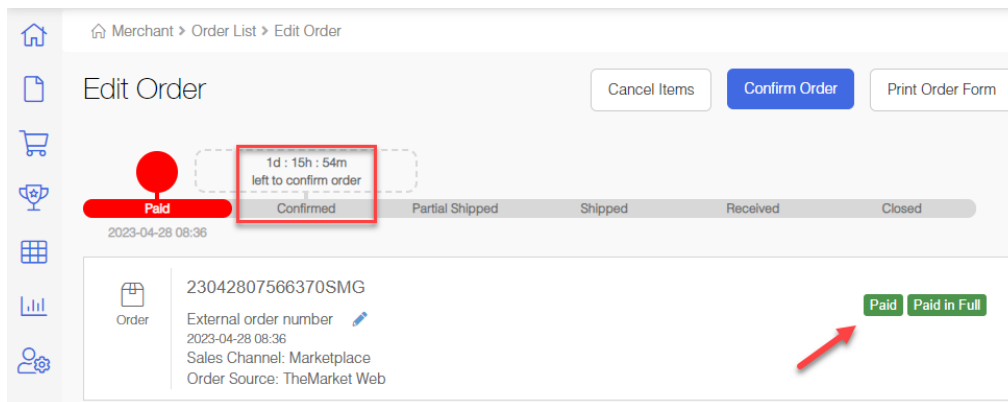
**Order Management**

REFRESH ALL DOCUMENTS IMPORT TRACKING **HIDE SALES ORDERS** BULK PICK

<input type="checkbox"/>	ID ↓	Reference Number	Date
<input type="checkbox"/>	2097191	23042507537484SMG	04/24/2023 12:52 PM

## Acceptances

1. In The Market's portal, navigate to **OMS > Orders** > click on the order you are working with
2. You will see it has not yet been **Confirmed** and the order is in a **Paid** status



Merchant > Order List > Edit Order

Edit Order Cancel Items Confirm Order Print Order Form

**Paid** 1d : 15h : 54m left to confirm order Confirmed Partial Shipped Shipped Received Closed

2023-04-28 08:36

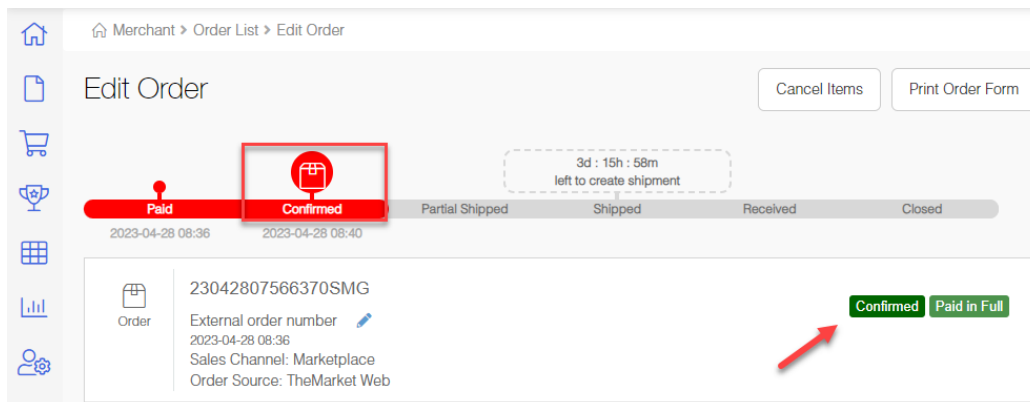
Order 23042807566370SMG

External order number 2023-04-28 08:36  
Sales Channel: Marketplace  
Order Source: TheMarket Web

Paid Paid in Full

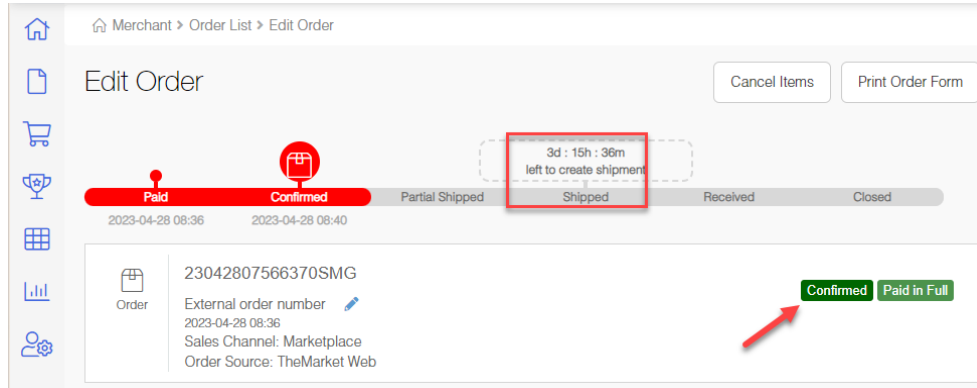


3. In the Logicbroker portal, navigate to **Orders** > locate the order you are using the **Order No.** (**Reference Number** in Logicbroker)
4. Click on **Actions** > **Accept/Reject** (you can also do this in bulk for multiple orders)
5. Fill out the **Acknowledgment** document **accepting** the order
6. **Submit**
7. Once the acknowledgement moves to **Complete**, go to The Market's portal > **OMS** > **Orders** > locate the order
8. Click into the order and you will see it will be marked as **Confirmed** and the status will change from **Paid** to **Confirmed**

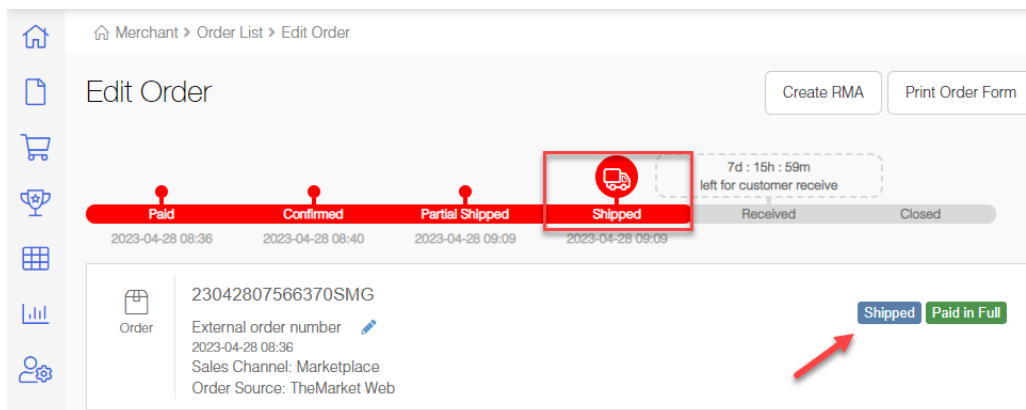


## Shipments

1. In The Market's portal, navigate to **OMS** > **Orders** > click on the order you are working with
2. You will see it has not yet been **Shipped** and the order is in a **Confirmed** status



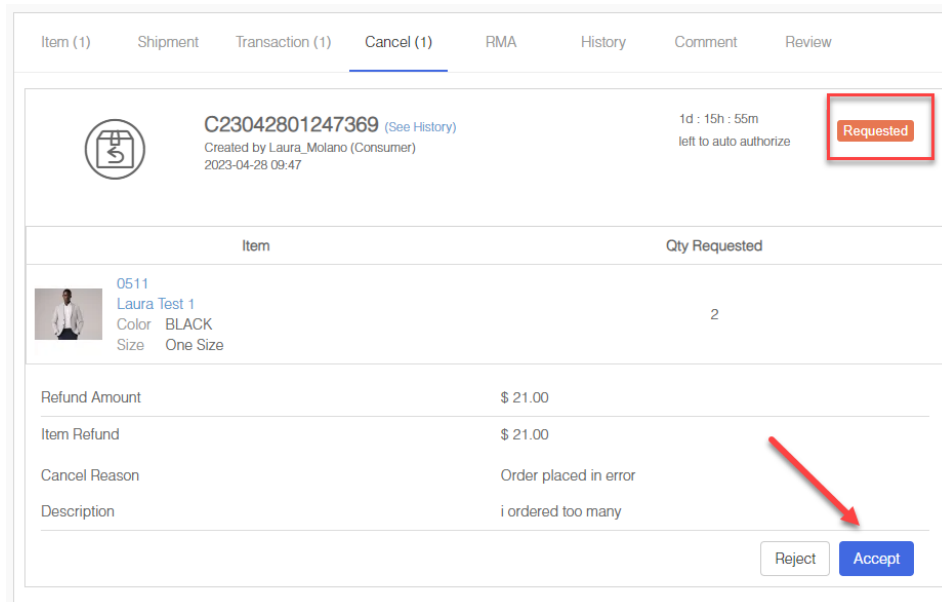
3. In the Logicbroker portal, navigate to **Orders** > locate the order you are using the **Order No. (Reference Number in Logicbroker)**
4. Click on **Actions** > **Ship** (you can also do this in bulk for multiple orders)
5. Fill out the **Shipment** document **shipping** the order
6. **Submit**
7. Once the shipment moves to **Complete**, go to The Market's portal > **OMS** > **Orders** > locate the order
8. Click into the order and you will see it will be marked as **Shipped** or **Partial Shipped** and the status will change from **Confirmed** to **Shipped** or **Partial Shipped**







## Customer/Retailer Cancellations

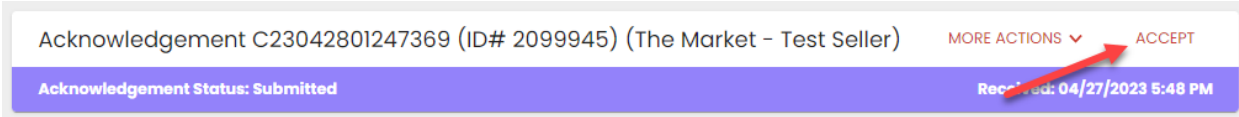
1. In The Market's portal, navigate to **OMS > Orders** > click on the order you are working with
2. You will see all cancellations from the order in the **Cancel (1)** section
3. To accept from The Market's portal, click on **Accept**



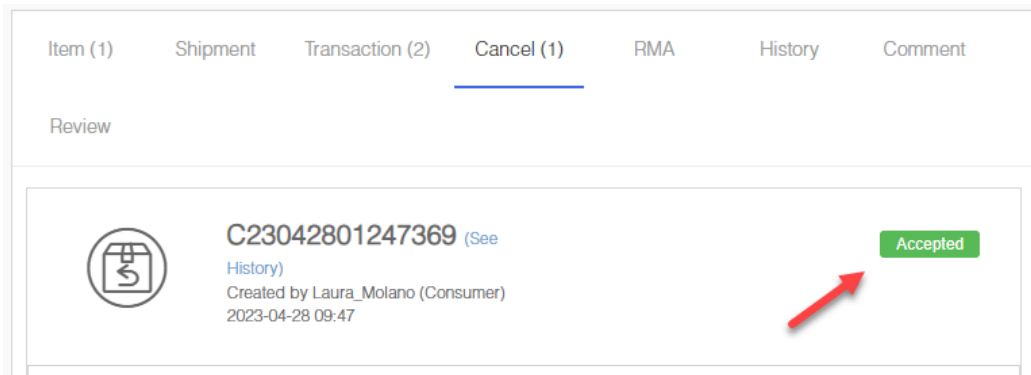
Item (1)	Shipment	Transaction (1)	Cancel (1)	FMA	History	Comment	Review
			<b>C23042801247369</b> (See History) Created by Laura_Molano (Consumer) 2023-04-28 09:47			1d : 15h : 55m left to auto authorize	<b>Requested</b>
Item	Qty Requested						
 0511 Laura Test 1 Color BLACK Size One Size	2						
Refund Amount	\$ 21.00						
Item Refund	\$ 21.00						
Cancel Reason	Order placed in error						
Description	i ordered too many						
							<input type="button" value="Reject"/> <input type="button" value="Accept"/>

4. To accept from Logicbroker's portal, look for the order you are working with > **View** > scroll down to **Related Documents** > click on **View** on the acknowledgement *\*Cancellations are sent to Logicbroker once an hour at 40 minutes past the hour*
5. In the top right, click on **Accept**





6. In The Market’s portal, you will see the cancellation status will change from **Requested** to **Accepted**



**TIP**

### Orders status in Logicbroker

The order status in Logicbroker will change from **Ready to Acknowledge/Ready Ship** to **Cancelled** automatically once we pull in the cancellation request. You must still accept the cancellation request acknowledgment in the portal for the order to be updated in The Market’s portal from cancellation **Requested** to **Accepted**.



## Need more information?

Visit our [Knowledge Base](#) or log into [Learn Logicbroker](#) for more details on how to optimize your Logicbroker experience.

## Helpful Links

[The Market](#)

[The Market Support](#)



## Support

Reach out to [support@logicbroker.com](mailto:support@logicbroker.com)