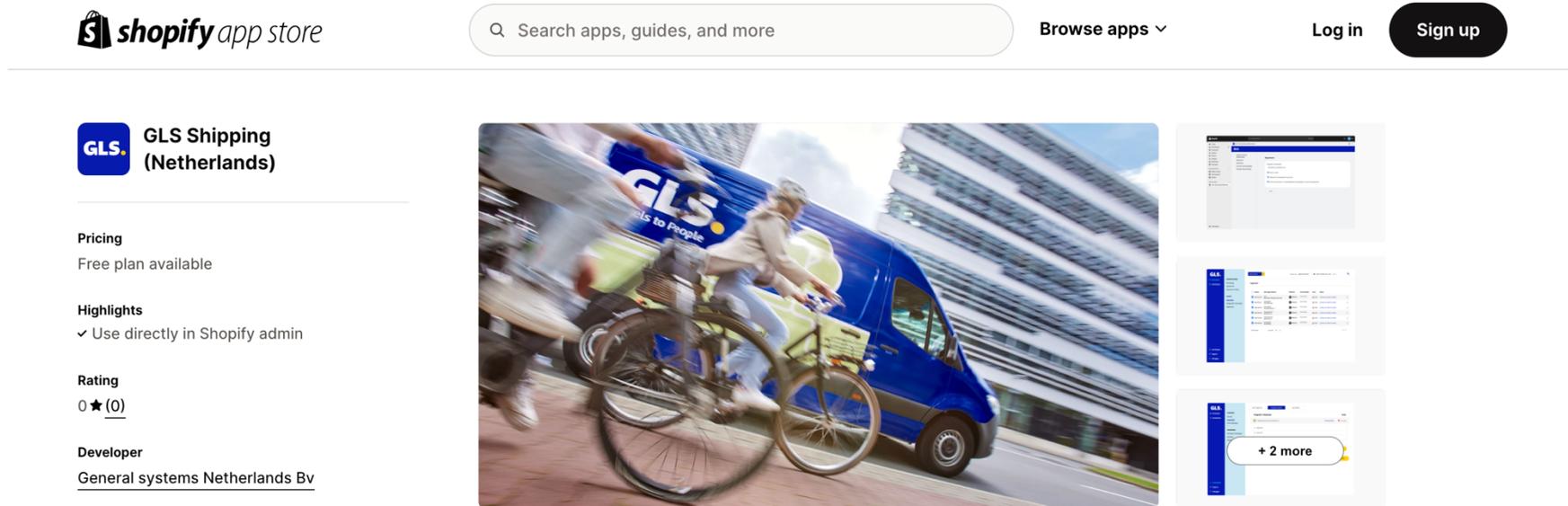




QUICKGUIDE *for*
Shopify

Installation

On Shopify Admin panel go to the “Apps” section, and search for GLS Shipping (Netherlands) or click [here](#) to go to the shopify app store.



GLS. GLS Shipping (Netherlands)

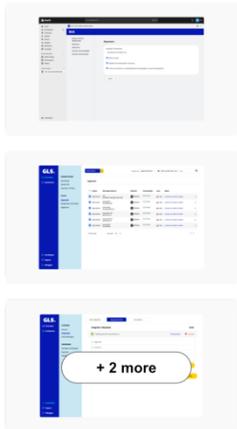
Pricing
Free plan available

Highlights
✓ Use directly in Shopify admin

Rating
0 ★ (0)

Developer
[General systems Netherlands Bv](#)

Log in to install



GLS Shipping Portal - your GLS Netherlands shipping solution.

The integration between GLS Shipping Portal and Shopify streamlines your shipping process for GLS Parcel, Express and Freight shipments. Offer different delivery options for home, company or Parcel Shop delivery, easily create shipping labels, and update order status and tracking IDs automatically, among numerous other functionalities.

- Easily create shipping labels for GLS Parcel, Express and Freight
- Shipping labels to any address in the Netherlands and worldwide
- Ship to company and home addresses or Parcel Shop locations
- Save time in processing by using rules
- Automatic synchronisation of order status and tracking ID

Document types Invoices, Delivery notes, Customs documents, Packing slips, Shipping labels

Customization Invoice numbers, Tax calculation, Logos

Click on “Install” and **accept all the permissions** requested by the plugin.

The screenshot shows the Shopify admin interface. On the left is a navigation sidebar with categories: Home, Orders (6), Products, Customers, Content, Analytics, Marketing, Discounts, Sales channels (Online Store, Point of Sale, Shop), Apps (Add apps), and Settings. The main content area is titled "Install app" and features a modal for the "GLS Shipping (Netherlands)" app, provided by "General Logistics Systems Netherlands b.v.". The modal lists the following permissions:

- This app needs access to:**
- View personal data** (Customers, store owner)
- View and edit store data** (Customers, products, orders, Online Store)

At the bottom right of the modal are "Cancel" and "Install" buttons.

Quick setup

After the correct installation, you can access the plug-in settings, on the left panel in the Shopify Apps section.

As an alternative you can open the [shipping portal](https://shipping.gls.nl) (https://shipping.gls.nl) and then to **Settings > Integrations > Integration details** to confirm all the settings of your shop.

By default, we have defined standard settings for your convenience.

Shopify Plugin Settings view

The screenshot displays the Shopify Admin interface for the GLS Shipping (Netherlands) plugin. The top navigation bar includes the Shopify logo, a search bar, and a user profile icon labeled 'gls K'. The left sidebar lists various admin sections, with 'GLS Shipping (Nether...)' highlighted. The main content area is titled 'GLS Shipping (Netherlands)' and contains a 'General' settings card. The card includes the following options:

- Integration / Shop Name: gls-nl-point-delivery
- Shop is active
- Update the tracking code in the shop
- I have not migrated my checkout and thank you pages

An 'Update' button is positioned at the bottom of the settings card.

Shipping Portal settings view



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All integrations | **Integration details** | Key management

Integration / Store name	Action
 Shopify: glsndemo.myshopify.com	Hide details  Remove
<div><p>+ General</p><p>+ Advanced</p><p>+ Shipping Rules</p><p>+ Add Parcel Shops</p></div>	
<p>Update</p>	
<p>Add a shop</p>	

General settings

In the **General settings tab**, you can find the following settings:

Integration / Store name

Your Shop domain (please confirm that it has the my.shopify.com included)

Shop is Active

By default, the state of this option is on, so your web shop is able to communicate between the GLS Shipping (Netherlands) and Shopify

Update Track & Trace code to shop

This option communicates your tracking ID back to your web shop after you create the label(s) for your order(s) in the GLS Shipping (Netherlands) platform. By default, the state of this option is on.

I have not migrated my checkout and thank you page

You should only enable this option, if you didn't click to upgrade the checkout and Thank You pages to the Checkout Extensibility in your Shopify shop.



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Integration details

Key management

Integration / Store name

Action



Shopify: glsldemo.myshopify.com

Hide details



Remove

+ General

Integration / Store name (Required)

glsldemo.myshopify.com

Shop is active (Required)

Update track code to shop

I have not migrated my checkout and thank you pages

+ Advanced

+ Shipping Rules

+ Add Parcel Shops

Update

Add a shop

Advanced settings

In the **Advanced settings Tab**, you can find the following settings:

When are orders imported

When configuring your order import settings, you have three options to choose from:

- **Only use manual import:**
Select this option if you prefer to manually import orders. Orders will not be automatically imported; you'll need to initiate the import process yourself.
- **When the order is created:**
Choose this option to automatically import orders as soon as they are created in your system. The import occurs only at the moment the order is initially created.
- **When the order changes:**
Opt-in for this option to automatically import orders not only when they are created but also when any changes are made to them. However, updates will be imported only until a label has been created for the order. Once a label is created, further updates won't be imported automatically.

Exclude Unknown Shipping methods

By default, this option is deactivated, If you have more than one Shipping method created on your store, by excluding unknown shipping methods, you will avoid that orders related to shipping methods towards local delivery and local pickup (these are separate shipping methods configured in Shopify) are imported to the GLS Shipping (Netherlands) platform.

Exclude archived orders

This option is active by default, to not overlap previous orders, that you could potentially have on your store, all the orders that are manually archived, paid or fulfilled will not be imported.

When updating fulfillment status ignore item updates

When you activate this option, the fulfillment status will update without affecting item details, preventing issues for clients who can't configure their shops properly or don't use Shopify for stock management. This helps avoid unnecessary complications.

What status will be set on delivery

This option allows you to define which status, will be assigned to your order after delivery. You can leave it blank or select the option 'delivered'.

Default location

On this option you can define a default location to work as a fallback, if the order doesn't have any location assigned, the location selected here will be used as default.

Import Orders with Status

In this section you can activate what type of orders are automatically imported and which status they have.

By default, we activated the paid and unfulfilled orders, meaning that all orders that are paid but don't have a shipping label will be automatically imported and the only thing needed will be printing the label in the GLS Shipping (Netherlands) platform or in the Shopify back office.



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Key management

Integration / Store name

Action

Shopify: glsndemo.myshopify.com

Hide details

Remove

+ General

+ Advanced

When are orders imported?

When the order changes

Exclude Unknown Shipping Methods

Exclude archived orders - either manually archived or paid and fulfilled

When updating fulfillment status ignore item updates

What status will be set on delivery?

Delivered

Default Location If the order does not have a location assigned then we will send this location as the origin when sending updates to shopify

My Custom Location

Import Orders with Status

When Importing orders import only orders with status selected below

Financial Status

Authorized

Pending

Partially Paid

Paid

Partially Refunded

Fulfillement Status

Fulfilled

Unfulfilled

Partial

Shipping rules

In the Shipping rules tab, you will be redirected to the shipping rules page.

The rulebook allows the creation of rules that define which shipping solution and/or extra option to use for each type of shipping that comes from an online shop or CSV import.

It is important to note that shipping methods (shipping description and shipping value presented to the customer at check out) are configured in the online shop. The rulebook assigns the desired shipping solution and/or extra options to each of these methods.

The fundamental principles for using the shipping rules are as follows:

- Rules created in the rule book are cumulative so the order in which they are stored is important.
- You should pay special attention if there are conflicting rules. In this case you can add more shipping characteristics to make the rules unique or use the Stop Processing condition to prevent one rule overlapping with another.
- Rules are based on one or more characteristics of the shipment. Rules can be created where all selected characteristics must be present (All) or only some (Any);



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Action



Shopify: glnldemo.myshopify.com

[Hide details](#)

[Remove](#)

+ General

+ Advanced

+ Shipping Rules

Should you wish to automate shipping service selection, based on destination, weight, shipping method, time or other variables, please use the [Rulebook](#)

+ Add Parcel Shops

Update

Add a shop



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Rulebook

Rule Editor

Rule Name (Required)

Blank Rule

Condition(s)

When

- All conditions must be true.
- Any one of the conditions is true.
- None of the conditions are true.
- Always execute when this rule is reached.

- [] - +

Perform the following action(s)

- [] is (equal to) [] - +

Cancel

Save

The **attributes** triggering the rule are various and can concern time, date, value, weight, the destination country and zone.

The screenshot displays the GLS Rulebook interface. On the left is a dark blue sidebar with the GLS logo and navigation links: Shipping, Analytics, Settings, Support, and Logout. The main content area is light blue and contains a 'Rulebook' button at the top. Below it is the 'Rule Editor' section. The 'Rule Name' field is labeled '(Required)' and contains the text 'Blank Rule'. The 'Condition(s)' section is titled 'When' and has a dropdown menu set to 'All conditions must be true.'. Below this, there are two condition rows, each with a dropdown menu set to 'is (equal to)' and an empty text input field. A dropdown menu is open over the first condition, listing various attributes: Country Recipient, Country zone Recipient, Current time, Day and Time, Day of the week, Extra option, Item lines, Month, Recipient postal code, Shipping method name, Shop, SKU/EAN, Total shipment value, and Weight. At the bottom right of the editor are 'Cancel' and 'Save' buttons.

An **operator** can be defined based on the selected attributes (the most frequent are the operators “is”, “is not”, “contains” and “does not contain”)

The screenshot displays the GLS Rulebook interface. On the left is a dark blue sidebar with the GLS logo and navigation links for Shipping, Analytics, Settings, Support, and Logout. The main content area is light blue and contains a 'Rulebook' button at the top. Below it is the 'Rule Editor' section. The 'Rule Name (Required)' field contains 'Blank Rule'. The 'Condition(s)' section has a 'When' dropdown set to 'All conditions must be true.' Below this are two rows for conditions and actions, each with a dropdown menu and minus/plus buttons. A dropdown menu is open over the first condition dropdown, listing operators: 'is (equal to)' (selected), 'is not (equal to)', 'contains', 'does not contain', 'does not contain (case sensitive)', 'is less than', 'is larger than', 'is less or equal to', 'is larger or equal to', 'starts with', and 'does not start with'. At the bottom right are 'Cancel' and 'Save' buttons.

An **action** can be selected to apply when the condition is reached. The most common is Carrier / Extra Option that allows to choose the shipping solution and Extra Option to apply, “Stop processing rules” that is important in case of conflicting rules and “Do not store shipment” that is used when shipping should not be imported (e.g. Store pickup)

The screenshot displays the GLS Rulebook interface. On the left is a dark blue sidebar with the GLS logo and navigation links: Shipping, Analytics, Settings, Support, and Logout. The main content area has a light blue header with a 'Rulebook' button. Below this is the 'Rule Editor' section. The 'Rule Name (Required)' field contains 'Blank Rule'. Under 'Condition(s)', the 'When' dropdown is set to 'All conditions must be true.'. Below this, there are two empty condition rows, each with a dropdown menu, the text 'is (equal to)', and a dropdown menu. The first row is currently empty. The second row has a dropdown menu open, showing three options: '✓ -', 'Do not store the shipment Extra option', and 'Stop processing rules'. At the bottom right, there are 'Cancel' and 'Save' buttons.

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Rulebook

Rule Editor

Rule Name (Required)

Blank Rule

Condition(s)

When

- All conditions must be true.
- Any one of the conditions is true.
- None of the conditions are true.
- Always execute when this rule is reached.

-

Perform the following action(s)

-

▼

is (equal to)

▼

-

+

-

+

Cancel

Save

Shipping rule example

The configuration of shipping rules depends on the shop configuration.

Examples:

Let's illustrate a shipping rule with the example of a rule created for a **specific "Shop"** (Shopify) and based on a **specific "Shipping method name"** of the web shop (Saturday Delivery) on which I want to generate a specific product and option.

- When creating this simple rule, the selected **attributes** are "Shop" and "Shipping method name".
- For the **operators**, using "is (equal to)" for the "Shipping method name" attribute should match the shipping method name created in Shopify (i.e. Saturday Delivery). Alternatively, the operator "contains" could be used with a specific term (i.e. Saturday) being less restrictive but also less accurate.
- In the **action** you must select the "Extra option" desired, and if your GLS contract contains more than one service.

GLS.

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Rule Editor

Rule Name *(Required)*

Condition(s)
 When

- is (equal to)
- is (equal to)
- is (equal to)

- Perform the following action(s)
- is (equal to)
 - is (equal to)
 - is (equal to)

-
 Another extra option
 Do not store the shipment
 Stop processing rules

Parcel Shops

In the **Parcel Shops** tab, you decide which imported Shopify shipping method needs to be used for Parcel shops. You can also customize checkout of your customers and decide whether the selection of a Parcel should be mandatory or optional.

The screenshot shows the GLS Parcel Shops integration settings page. On the left is a dark blue sidebar with the GLS logo and navigation links: Shipping, Analytics, Settings, Support, and Logout. The main content area has a light blue header with three tabs: All integrations, Integration details (selected), and Key management. Below the tabs is a table with the following structure:

Integration / Store name	Action
Shopify: glsnldemo.myshopify.com	Hide details Remove

Below the table is a form for configuring the integration. It has a 'General' section with expandable options: General, Advanced, Shipping Rules, and Add Parcel Shops. The 'Add Parcel Shops' section contains the following text: "Would you like to give your customers the option to choose delivery to a GLS Parcel Shop? Select the desired shipping method for which this option should be activated." Below this text is a "Refresh shipping methods" button. There are two columns of dropdown menus: "Shipping methods" and "Parcel Shop selection is". The first row shows "Domestic > Price Based > Netherlands Point Delivery - 3.00" and an empty dropdown, with a "Remove" button. The second row shows "-" and an empty dropdown, also with a "Remove" button. At the bottom right of the form are two yellow buttons: "Update" and "Add a shop".

Checkout extensibility

Shopify has introduced the Checkout extension, which gives you access to a block editor that allows you to customize the appearance of the checkout, review, thank you, profile, order and order status pages for the customer.

Your upgrade to Checkout Extensibility is complete

- ✔ Your **Checkout pages** are upgraded to Checkout Extensibility
Automatically upgraded
- ✔ Your **Thank you and Order status pages** are upgraded to Checkout Extensibility
You can revert until August 28, 2025

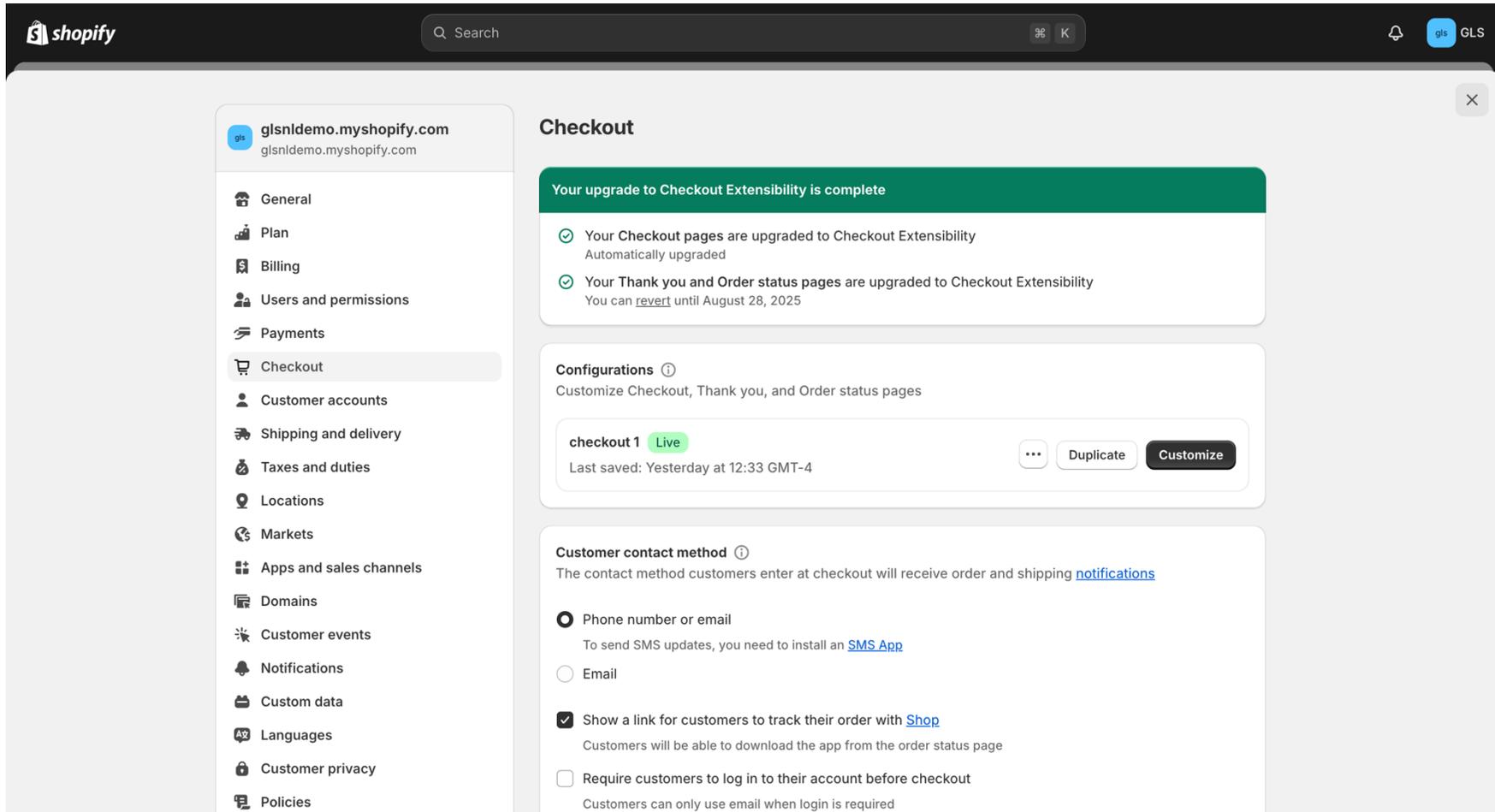
Standard checkout customizations are available on all pages for businesses on the Shopify Basic plan or higher. Advanced checkout customization features are only available on the Shopify Plus plan. Starter plans do not have access to this feature.

GLS Shipping (Netherlands) Parcel point Module

Shopify businesses with a Shopify Plus plan can add the GLS Shipping (Netherlands) Parcel point module on the checkout page. For all other plans, the module is only available on the "Thank you" page or the "Order status" page.

Checkout Extensibility Block Editor - **Shopify Plus**

To access the editor for the checkout extension block, you need to go to Settings > Checkout > Customize in your Shopify backoffice. In order to provide the parcel shops you need to add the module and save it, otherwise it will not be displayed.



To add the GLS Shipping (Netherlands) module to your checkout page, you need to go to **Apps** in the left-hand menu.

The screenshot displays the Shopify checkout interface with the GLS Shipping (Netherlands) app installed. The left-hand menu shows the 'Apps' section with a search bar and a list of installed apps, including 'GLS Netherlands' with a 'pickup-points' option. The main content area is titled 'GLS Shipping (Netherlands)' and contains several sections:

- Contact:** Includes a text field for 'Email or mobile phone number' (filled with 'felipa.ullrich@example.com') and a checkbox for 'Email me with news and offers'.
- Delivery:** Includes a dropdown for 'Country/Region' (set to 'Netherlands'), text fields for 'First name (optional)' (filled with 'Felipa') and 'Last name' (filled with 'Ullrich'), a search field for 'Street' (filled with 'Museumplein') and a text field for 'Building number' (filled with '6'), a text field for 'Apartment, suite, etc. (optional)', text fields for 'Postal code' (filled with '1071 DJ') and 'City' (filled with 'Amsterdam'), and a checkbox for 'Save this information for next time'.
- Shipping method:** A single option 'Standard (Example)' is shown with a price of '€10.00'.
- Payment:** The section header is visible at the bottom.

On the right side, a summary of the order is shown:

- Product: 'The Collection Snowboard: Liquid' with a price of '€749.95'.
- Subtotal: '€749.95'.
- Shipping: '€10.00'.
- Total:** 'EUR €759.95'.

At the top of the checkout page, there are navigation elements including 'Checkout 1' with a 'Live' indicator, a 'Checkout' dropdown, and a 'Save' button.

Click on the plus sign and add the module to the checkout page.

Checkout 1 Live ... Checkout Save

Apps

Search...

All Added 0

GLS Netherlands

pickup-points

GLS Shipping (Netherlands)

Contact

Email or mobile phone number
felipa.ullrich@example.com

Shipping address

First name (optional)
Felipa

Last name
Ullrich

Street
Museumplein

Building number
6

Apartment, suite, etc. (optional)

Postal code
1071 DJ

City
Amsterdam

Save this information for next time

Shipping method

Standard (Example) €10.00

Payment

Summary

The Collection Snowboard: Liquid €749.95

Discount code or gift card Apply

Subtotal €749.95

Shipping €10.00

Total EUR **€759.95**

Once the module has been added, click Save and the module will appear on the checkout page.

The screenshot shows the Shopify checkout page editor interface. At the top, there are navigation elements: 'Checkout 1' with a 'Live' status indicator, a 'Checkout' dropdown menu, and a 'Save' button. The left sidebar contains a list of app blocks, with 'pickup-points' selected and expanded to show 'GLS Netherlands' and 'Checkout behavior' options. The main content area is divided into three sections: 'Shipping method', 'Payment', and a summary. The 'Shipping method' section shows 'Standard (Example)' for €10.00 and the 'pickup-points' app block, which is highlighted in blue. The 'Payment' section shows 'Credit card' as the selected method, with fields for card number, expiration date, security code, and name on card. The summary section shows the subtotal of €749.95, shipping of €10.00, and a total of €759.95. A 'Pay now' button is visible at the bottom of the main content area.

Checkout 1 Live ... Checkout Save

< pickup-points
GLS Netherlands

Checkout behavior ^

- Include app block in Shop Pay
- Automatically expand sections to show app

Manage app

Remove app block

Shipping method

Standard (Example) €10.00

pickup-points

Payment

All transactions are secure and encrypted.

Credit card B

Card number 🔒

Expiration date (MM / YY) Security code ?

Name on card ×
Felipa Ullrich

Use shipping address as billing address

Pay now

[Subscription policy](#)

The Collection Snowboard: Liquid €749.95

Discount code or gift card Apply

Subtotal €749.95
Shipping €10.00
Total EUR **€759.95**

Checkout Extensibility Block Editor - **Shopify Basic or Higher**

Here you can also access the editor for the checkout extension blocks: Settings > Checkout > Customize. Shopify Basic or higher does not have the option to customize the checkout page with modules.

The screenshot shows the Shopify Checkout Extensibility Block Editor interface. At the top, there is a navigation bar with "Checkout 1" (status: Live), a "Checkout" dropdown menu, and a "Save" button. The main content area is divided into two columns. The left column contains a "Checkout" sidebar with a settings icon and a message: "Customizing with app blocks is not available for this page. To customize branding, go to [settings](#)." The right column displays the checkout form for "GLS Shipping (Netherlands)".

GLS Shipping (Netherlands)

Contact [Log in](#)

Email or mobile phone number
millie.torphy@example.com

Email me with news and offers

Delivery

Country/Region
Netherlands

First name (optional)
Millie

Last name
Torphy

Address
Museumplein 6

Apartment, suite, etc. (optional)

Postal code
1071 DJ

City
Amsterdam

Save this information for next time

Shipping method

Standard (Example) €10.00

Payment

Order Summary

Selling Plans Ski Wax €24.95

Discount code or gift card

Subtotal €24.95

Shipping €10.00

Total EUR **€34.95**

To add the GLS Shipping (Netherlands) module to the thank you page or the order status page, click on Add app block.

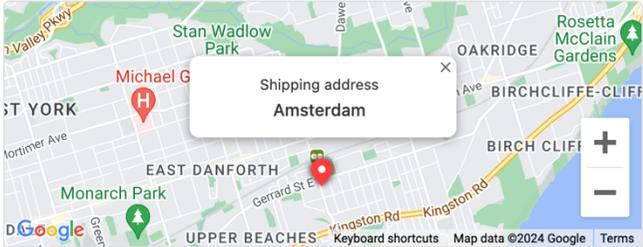
Checkout 1 Live Thank you Save

Thank you

- Header
- Order details
 - GLS pickup-points
 - Order status
 - Customer information
- Order summary
 - Items in cart
 - Subtotal
- Footer

GLS Shipping (Netherlands)

Confirmation #ABC123EXAMPLE
Thank you, Millie!



Your order is confirmed
You'll receive a confirmation email with your order number shortly.

Email me with news and offers

Order details

Contact information millie.torphy@example.com	Payment method VISA **** 4242 · €44.95
Shipping address Millie Torphy Museumplein 6 1071 DJ Amsterdam Netherlands +31 20 570 5200	Billing address Millie Torphy Museumplein 6 1071 DJ Amsterdam Netherlands +31 20 570 5200
Shipping method	

 Selling Plans Ski Wax Selling Plans Ski Wax	€24.95
Subtotal	€24.95
Shipping	€10.00
Estimated taxes ⓘ	€10.00
Total	EUR €44.95

[Add app block](#)

The GLS Shipping (Netherlands) module is displayed and can be added to the thank you page or the order status page, as shown in the image below. To add it to the page, simply click on it and save it.

Checkout 1 Live ... Thank you ▼ Save

< Add app block

App blocks available for this page

pickup-points
GLS Netherlands
Checkout, thank you, and order status

[Browse apps in the Shopify App Store](#)

GLS Shipping (Netherlands)

Confirmation #ABC123EXAMPLE
Thank you, Millie!

Your order is confirmed
You'll receive a confirmation email with your order number shortly.

Email me with news and offers

Order details

Contact information	Payment method
millie.torphy@example.com	•••• 4242 • €44.95
Shipping address	Billing address
Millie Torphy Museumplein 6 1071 DJ Amsterdam Netherlands +31 20 570 5200	Millie Torphy Museumplein 6 1071 DJ Amsterdam Netherlands +31 20 570 5200
Shipping method	

	Selling Plans Ski Wax	€24.95
	<small>Selling Plans Ski Wax</small>	
Subtotal		€24.95
Shipping		€10.00
Estimated taxes ⓘ		€10.00
Total		EUR €44.95

Other configurations

An additional configurations section is exclusively available in the shipping platform and not available in Shopify. In this section you will be able to better manage the GLS products.

Shipping defaults

This page will allow you to set shipping defaults and select default services based on your GLS contract.



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Shipping method

Shipping service options

Other options

Carrier options

If you create shipments manually and use an 'Extra option' by default, select the default 'Extra option' associated with the shipment method. This selection will be filled in automatically each time you enter a new shipment.

GLS Parcel

Extra options

Add extra Shop Return label (NL/EU)

Saturday delivery (NL)

Save

Manual Order Import vs Automatic Order import

If the option “**Use only Manual import**” is activated in “When are Orders imported” (Settings > Integration > Integration Details > Your Shop > General) you must click on “**Start Import**” to sync your orders with the GLS Shipping (Netherlands) platform, otherwise no orders will be imported on the platform.

At this time, all orders that have a payment and fulfillment status as configured are imported to GLS Shipping (Netherlands).

Only now Shipping labels can be generated.

You can also use Auto-import by changing the status of "When orders are imported".

We recommend order updated. If "when are orders imported" is set to "order updated", when the address changes in Shopify, it will also change in the app as long as no label has been created for that order.

GLS.

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CREATE

Manual

Upload

[Shop import](#)

STATUS

Entered

Label created / Shipped

Delivered

Shop Import

Shop	Name (of shop)	
 Shopify	glsndemo.myshopify.com	<input checked="" type="checkbox"/>

Start import

Creating Labels

To create a label for your order(s), you can simply access your shopify backoffice select an order and click on the right menu and select the option GLS – Print label.

The screenshot shows the Shopify admin interface. On the left is a navigation sidebar with categories like Home, Orders (6), Drafts, Shipping labels, Abandoned checkouts, Products, Customers, Content, Analytics, Marketing, Discounts, Sales channels (Online Store, Point of Sale, Shop), Apps (GLS Shipping (Netherlands)), and Settings. The main area is titled 'Orders: All locations' and includes summary cards for Today, Total orders, Ordered items over time, Returns, Fulfilled orders over time, and Delivered orders over time. Below these is a table of orders with columns for selection, order ID, time, customer name, location, amount, status, fulfillment status, and item count. The first order, #1006, is selected. A context menu is open over this order, listing actions such as 'Request fulfillment', 'Cancel fulfillment requests', 'Mark as unfulfilled', 'Change fulfillment location', 'Archive orders', 'Unarchive orders', 'Cancel orders', 'Add tags', 'Remove tags', and 'GLS print label' (highlighted with a blue bar).

	Today	Total orders	Ordered items over time	Returns	Fulfilled orders over time	Delivered orders over time
	0	0	0	0	0	0

	All	Unfulfilled	Unpaid	Open	Archived	
1 selected						Print Create shipping labels Mark as fulfilled Capture payments
<input checked="" type="checkbox"/>	#1006	Yesterday at 12:34	Martinus Van Leer	Online Store	€2.632,95	Paid Unfulfilled 1 iter
<input type="checkbox"/>	#1005	Yesterday at 12:10	Egbert Vans Lee	Online Store	€2.632,95	Paid Unfulfilled 1 iter
<input type="checkbox"/>	#1004	Yesterday at 8:24	Jane Tester	Online Store	€752,95	Paid Unfulfilled 1 iter
<input type="checkbox"/>	#1003	Yesterday at 7:58	Jane Tester	Online Store	€752,95	Paid Unfulfilled 1 iter
<input type="checkbox"/>	#1002	Yesterday at 7:56	Jane Tester	Online Store	€632,95	Paid Unfulfilled 1 iter
<input type="checkbox"/>	#1001	Yesterday at 7:02	Adrianus van Eck	Online Store	€2.634,90	Paid Unfulfilled 1 iter

As an alternative, you can go to the shipping portal, and on the menu Shipping select the option Create labels and more, select the order(s) and click on the button “**Create label**”

The screenshot displays the GLS shipping portal interface. On the left is a dark blue sidebar with the GLS logo and navigation options: Shipping, Analytics, Settings, Support, and Logout. The main content area has a light blue header with a 'Create label(s)' button and search filters. Below the header, a table titled 'Entered' lists three orders, each with a 'Ready to create label' status.

CREATE

- Manual
- Upload
- Shop import

STATUS

- Entered
- Label created / Shipped
- Delivered

Sort list by: Entry date | Select date range (from) | Search..

Entered

<input type="checkbox"/>	Date	Recipient/Order nr.	Platform	Shipping service	Country	Status
<input checked="" type="checkbox"/>	2024-08-12	Jane Tester #1004	Shopify	GLS Parcel	NLD	Ready to create label
<input checked="" type="checkbox"/>	2024-08-12	Jane Doe #1002	Shopify	GLS Parcel	NLD	Ready to create label
<input checked="" type="checkbox"/>	2024-08-12	Jane Tester #1001	Shopify	GLS Parcel	NLD	Ready to create label

3 Results | Show 10

GLS.

Shipping

Analytics

CREATE

- Manual
- Upload
- Shop import

STATUS

- Entered
- Label created / Shipped
- Delivered

Settings

Support

Logout

<https://shipping.gls.nl>

Create label(s) ^

Sort list by: Entry date Search..

- Create label(s)
- Export all - CSV
- Export selected - CSV
- Export all - XML
- Export selected - XML
- Create order picklist
- Create packing slip #1004

Entered

<input type="checkbox"/> Date		Platform	Shipping service	Country	Status
<input checked="" type="checkbox"/> 2024-08-12		Shopify	GLS Parcel	NLD	Ready to create label
<input checked="" type="checkbox"/> 2024-08-12	Jane Doe #1002	Shopify	GLS Parcel	NLD	Ready to create label
<input checked="" type="checkbox"/> 2024-08-12	Jane Tester #1001	Shopify	GLS Parcel	NLD	Ready to create label

3 Results Show 10