



“Smart Selector” User Guide

Version: 1.0.1

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Smart Selector Description

Smart Selector is a must-have tool for any administrator. The product is developed to simplify the process of orders, products, and customers selecting for further mass actions in the backend. You can search products by SKU, customers by emails, orders by its numbers. The emails, orders numbers, and customers emails can be inserted from Microsoft Excel or OpenOffice Calc what simplifies the selecting and saves your time.

The module is very simple and easy to use. It will select all the required information immediately.

Configure Smart Selector


The module doesn't require additional configurations. It works right after the installation.

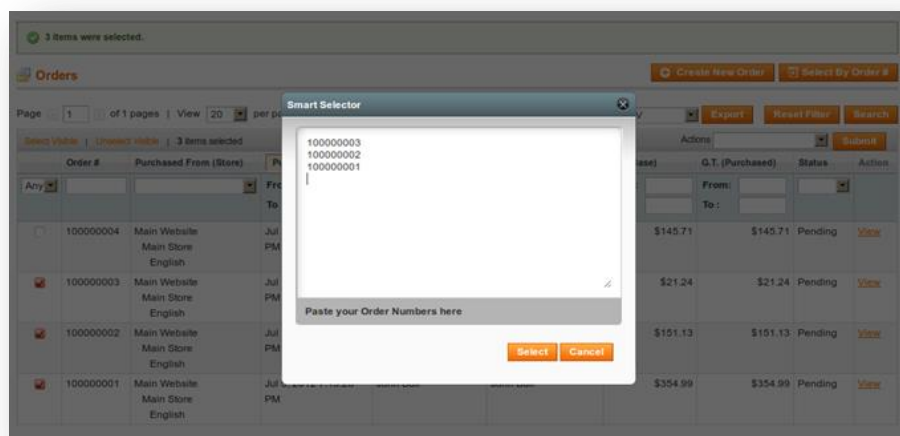
Smart Selector Usage


Quite often we need to select a huge amount of specific orders, customer, or products for further mass actions. We can use the following mass actions: Cancel, Hold, Unhold, etc. for orders; Delete, Change Status, Update attributes for products; Delete, Subscribe to Newsletter, etc. for customers.

The Smart Selector extension is developed for this purpose. The module is very easy to use – you don't have to enter orders numbers, customers emails, and SKUs manually. You can copy this data from Microsoft Excel or OpenOffice Calc.

Work with Orders

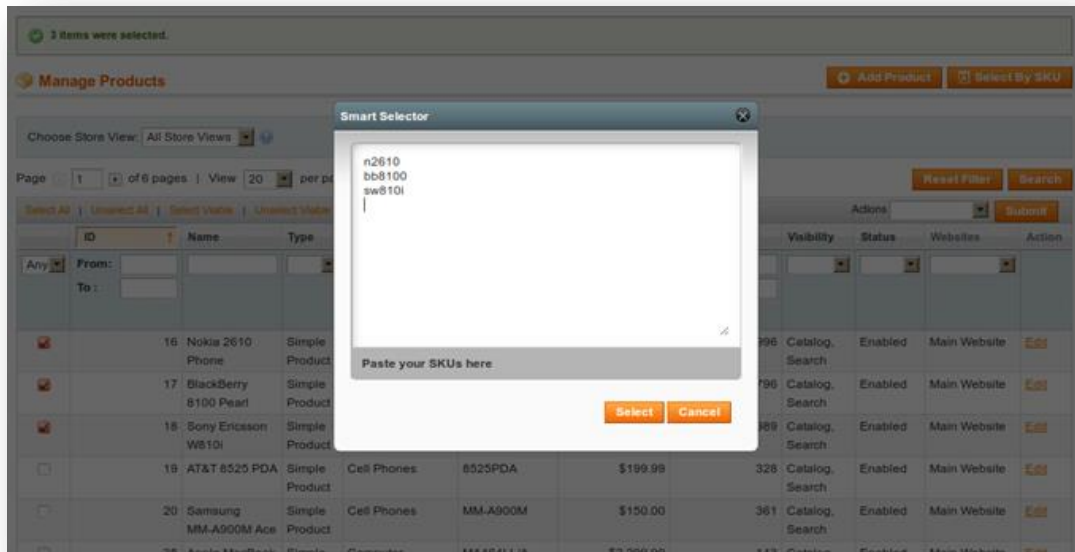
Go to the **Sales** → **Orders** backend page and click the  button. Insert orders numbers copied from Microsoft Excel or OpenOffice Calc in a pop-up window.



Click the  button – all the required orders will be selected. Now we can apply the following mass actions to them – Cancel, Hold, Unhold, Print invoices, etc.


Work with Products

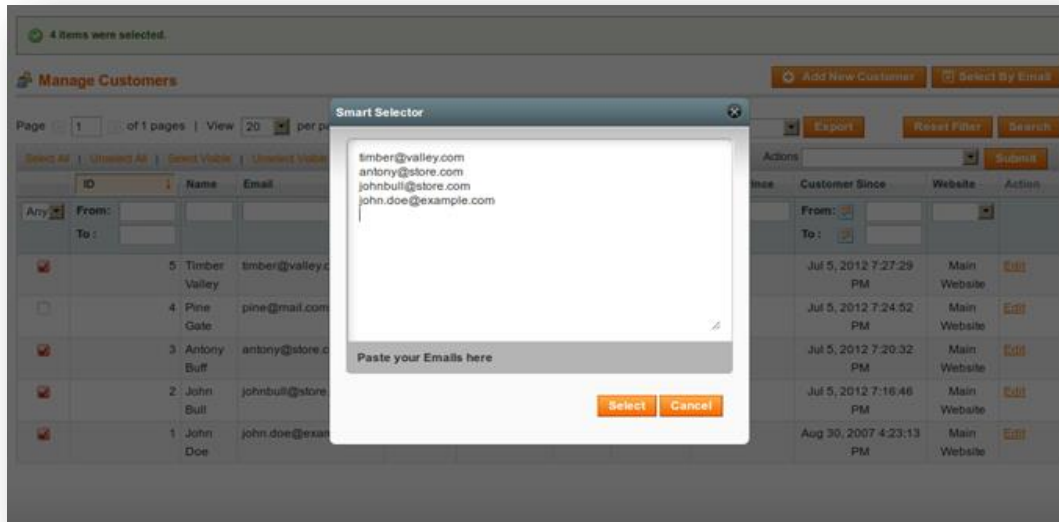
Go to the **Catalog** → **Manage Products** backend page and click the **Select By SKU** button. Insert SKUs of required products exported from Microsoft Excel or OpenOffice Calc into the pop-up window.




Click the **Select** button – all the required elements will be selected. Now we can apply the following mass actions – Delete, Change Status, Update attributes.

Work with Customers

Go to the **Customers** → **Manage Customers** backend page and click the  button. Insert customers emails copied from Microsoft Excel or OpenOffice Calc in a pop-up window.



Click the  button – now all the necessary elements are selected immediately. We can apply the following mass actions – Delete, Subscribe Newsletter, Unsubscribe from Newsletter, Assign a Customer Group.

Uninstall Smart Selector

To delete Smart Selector, you need to remove all extension files and clear the cache.

Note: don't forget to make a backup of your store and disable compilation before any deletion or installation.