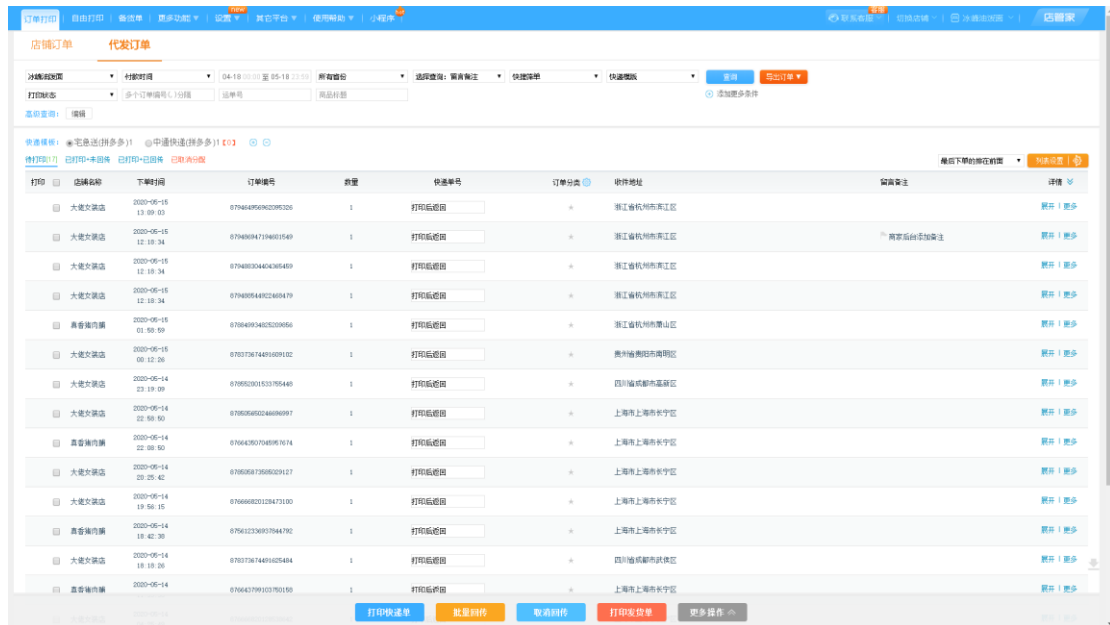


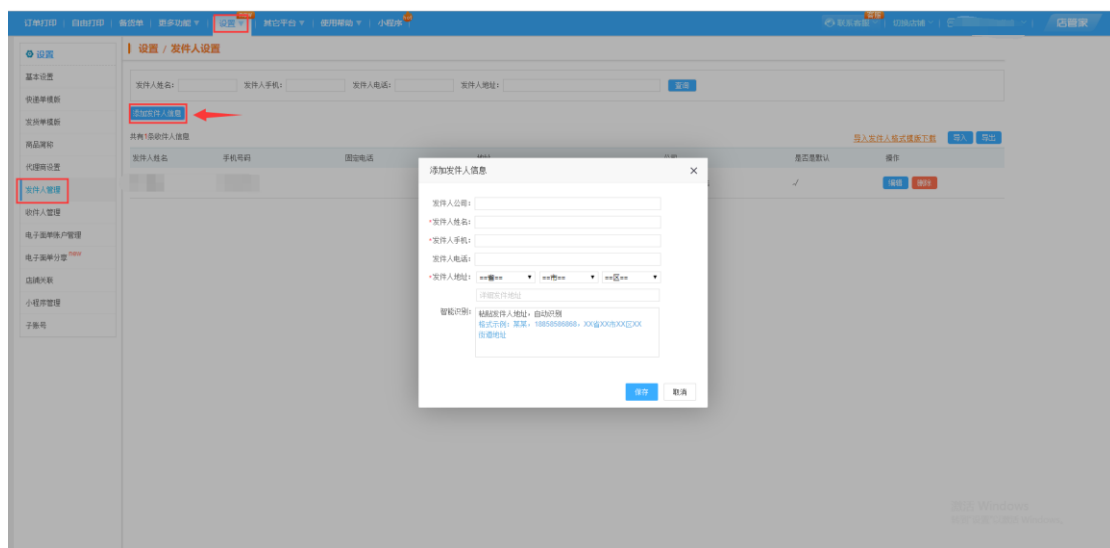
拼多多【厂家代发订单】如何打单发货？

厂家身份打单发货教程：

1. 登录店管家应用

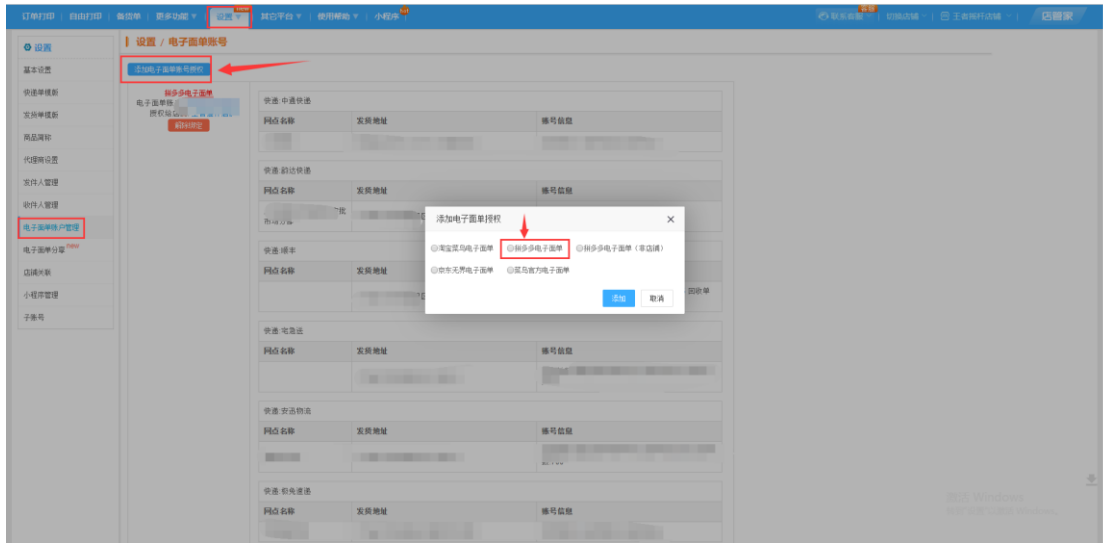


2. 设置发件人信息（只针对厂家自己店铺订单，所设置发件人信息会打印在快递单上）

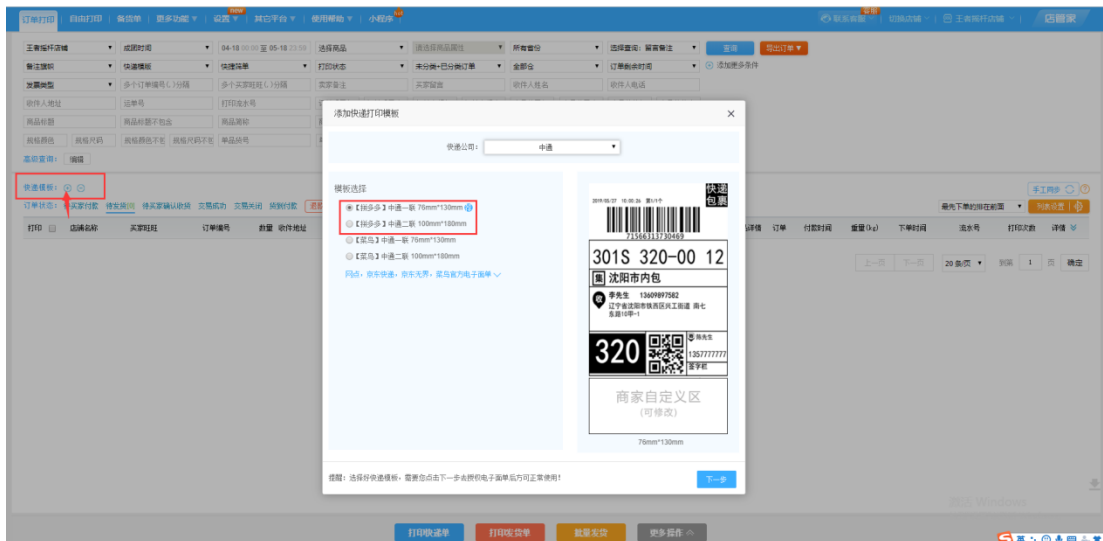


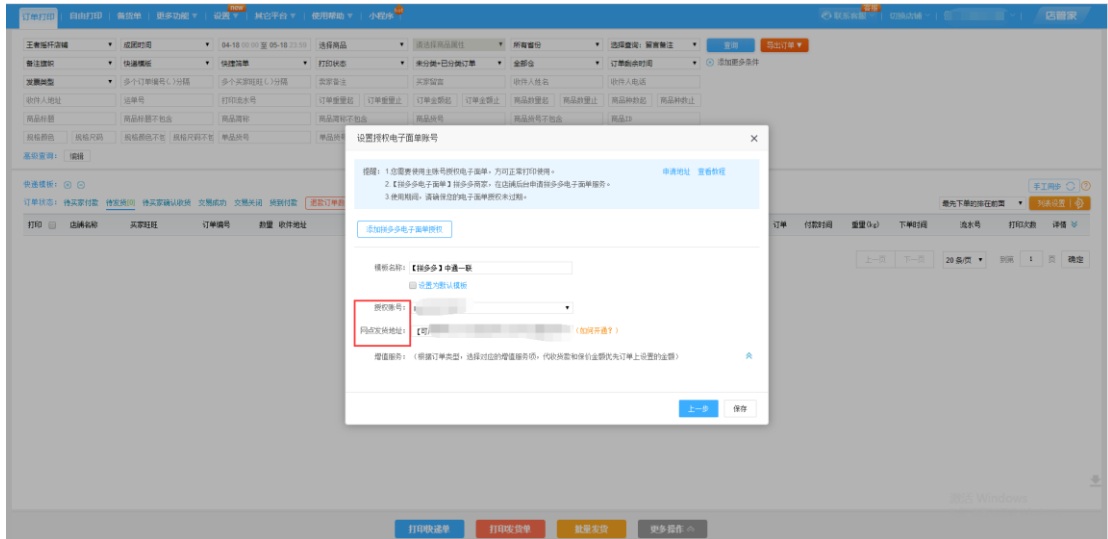
3. 添加电子面单授权【设置-》电子面单账户管理-》添加电子面单账号授权-》

选择拼多多电子面单或者拼多多非店铺电子面单授权】

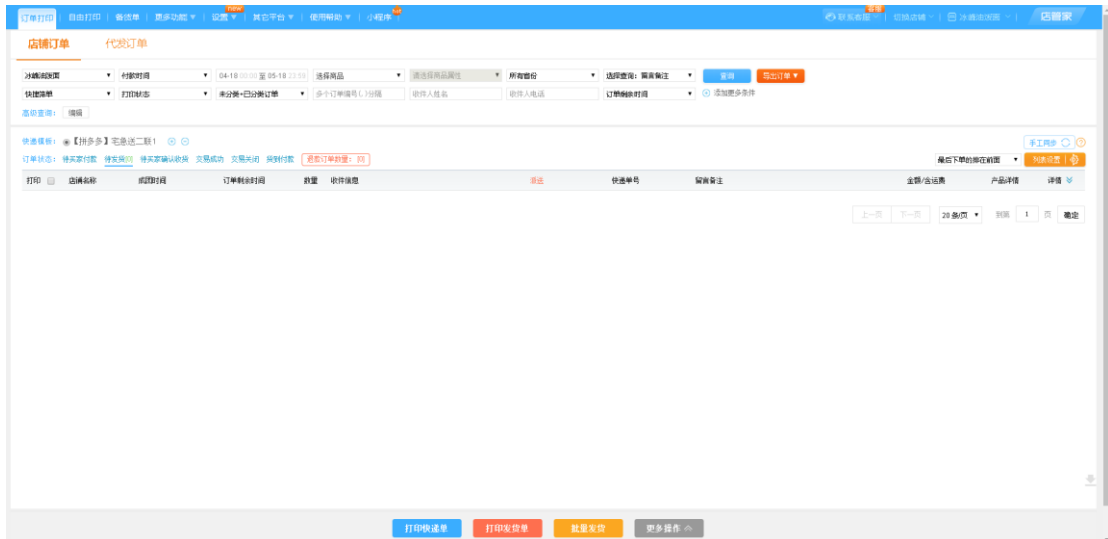


4. 添加快递单模板【点击快递单模板后面“+”，选择对应的快递公司，以及模板类型，填写对应电子面单账号信息】





5. 如果厂家自己也有店铺订单，批量打印快递单，批量发货。



6. 如果厂家有代发订单，批量打印快递单，批量回传单号。

订单状态：待打印，已打印+未回传，已打印+已回传，已取消分配，具体是

待打印：汇总【未打印快递单】的代发订单

已打印+未回传：汇总【已经打印快递单，未回传单号给商家】的代发订单

已打印+已回传：汇总【已打印快递单，已回传单号给商家】的代发订单

已取消分配：汇总【商家已经取消，无需操作】的代发订单

代发订单，厂家需要打印快递单，回传单号给商家，流程才算结束。

选择代发订单，打印快递单

The screenshot shows the 'Wholesale Order' (代发订单) management interface. A modal dialog box titled '打印快递单' (Print Express Labels) is open, displaying the following information:

- 您一共选择: 3 个订单, 总计共 3 件商品
- 您选择的打印快递单数量为: 3 张 (请查看 查看详情)
- 选择打印机: Microsoft XPS Document Writer

The dialog box includes buttons for '查看打印' (View Print), '预览' (Preview), and '确定或取消' (Confirm/Cancel). The background interface shows a list of orders with columns for '打印' (Print), '店铺名称' (Store Name), '下单时间' (Order Time), '订单编号' (Order ID), '数量' (Quantity), '快递单号' (Express Label No.), '订单分类' (Order Type), '收件地址' (Delivery Address), and '发货备注' (Shipping Note).

快递单打印完成，回传单号

The screenshot shows the 'Wholesale Order' (代发订单) management interface. A modal dialog box titled '回传单号' (Return Tracking Numbers) is open, displaying the following information:

- 您一共选择: 3 个订单
- 您选择的发货快递公司为: 中通快递
- 单号回传会同步到商家店铺后台用于发货, 您确定要回传吗?

The dialog box includes buttons for '确定回传' (Confirm Return) and '取消' (Cancel). The background interface shows the same list of orders as in the previous screenshot, but with the '打印' (Print) column now containing checkmarks, indicating that the express labels have been successfully generated.