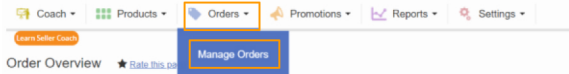


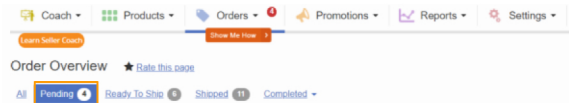
# How to manage your orders in Seller Center?

## 1. How do you know that you get new orders to deliver?

A/ Connect to your Seller Center account, and click on: Orders → Manage orders

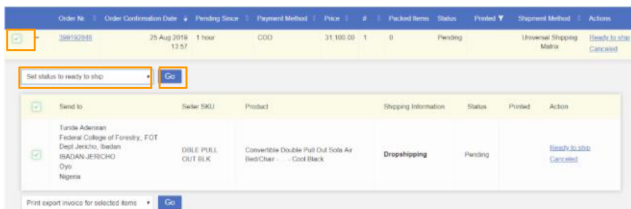


B/ All your new orders will be in the section Pending.



## 2. How do you process an order?

A/ First, select the order you want to process, define its status on “Set status on ready to ship” and click on “Go”.



B/ Then, choose a Vendor Drop-Off (VDO) station and click on “Create package & Next”.

