

Delete Orders Extension

Magento has no built-in functionality to delete orders, admin can easily delete unwanted orders, shipment, invoices and credit memo that is created during the testing process. Admin can delete single and multi select orders by just one click. Delete order is a very sensitive process, so the admin can set acl to restrict delete order process from other admin users.

Installation

How to Install?

- Download the .zip file of Email Attachment Extension.
- Extract the downloaded file.
- Paste the file in your app/code directory.
- Run the following commands to install the module.

```
php bin/magento setup:upgrade
```

```
php bin/magento setup:di:compile
```

```
php bin/magento setup:static-content:deploy
```

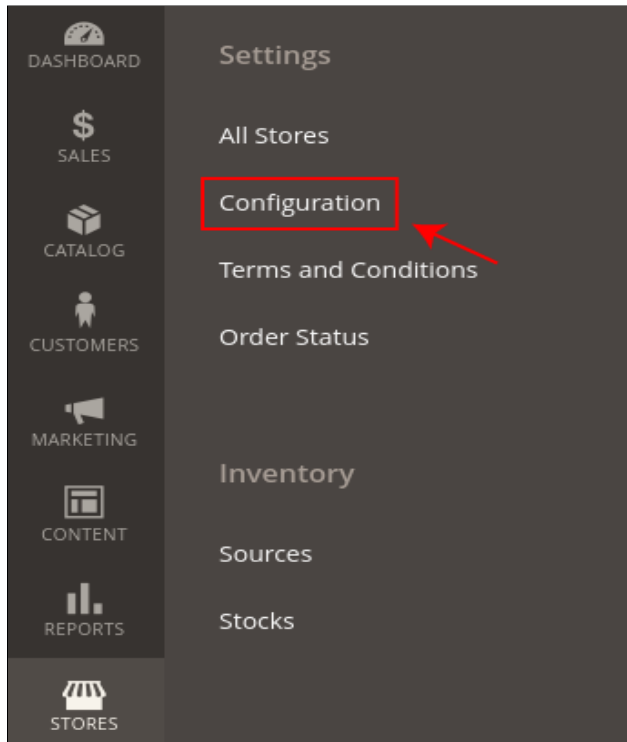
- Now run the command to clean cache.

```
php bin/magento cache:clean
```

Configuration

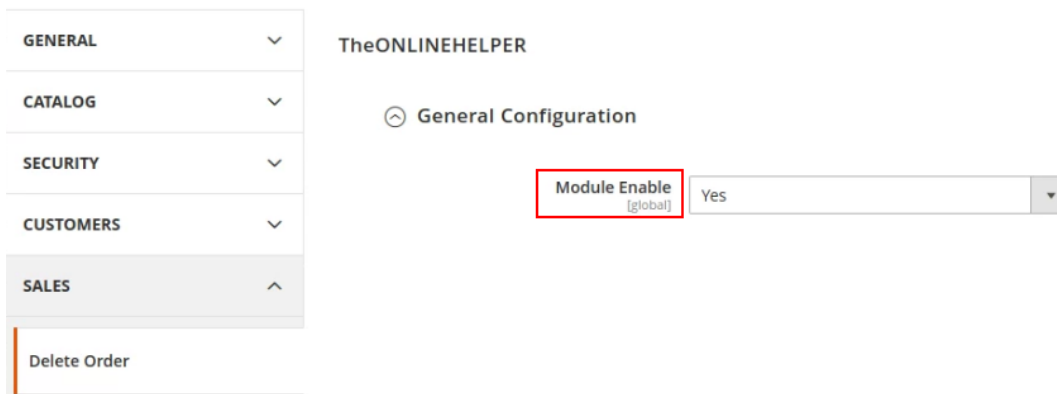
How to Configure?

- In the admin panel, go to **STORES > Configuration**.
- Click on the **SALES > Delete Order**.



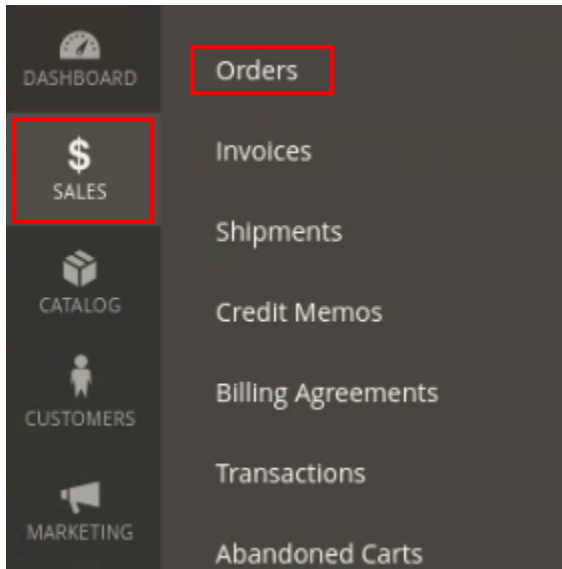
General Configuration

- In the General Configuration section, click on the Enable Module dropdown and select Yes to enable module functionality.



Delete Order

- In admin panel, go to SALES > Orders.



- In the Action column on the view link to open the order view page.

<input type="checkbox"/>	ID	Purchase Point	Purchase Date	Bill-to Name	Ship-to Name	Grand Total (Base)	Grand Total (Purchased)	Status	Action
<input type="checkbox"/>	000000002	Main Website Main Website Store Default Store View	Sep 19, 2021 12:02:06 PM	Veronica Costello	Veronica Costello	\$39.64	\$39.64	Closed	View
<input type="checkbox"/>	000000003	Main Website Main Website Store Default Store View	Nov 11, 2021 3:05:41 AM	test buyer	test buyer	\$39.00	\$39.00	Complete	View
<input type="checkbox"/>	000000004	Main Website Main Website Store Default Store View	Nov 12, 2021 12:48:50 AM	test buyer	test buyer	\$39.00	\$39.00	Complete	View

- Click on the Delete button to delete order.

Order & Account Information

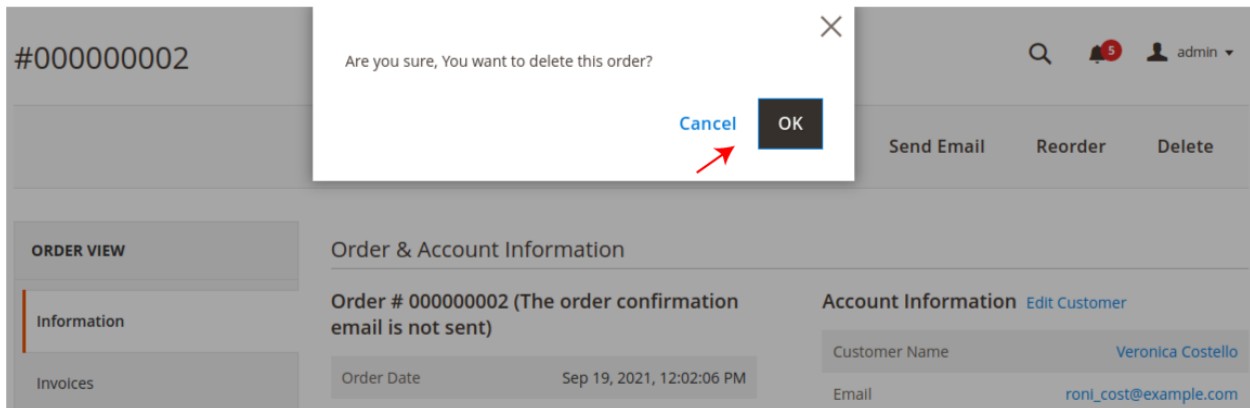
Order # 000000002 (The order confirmation email is not sent)

Order Date	Sep 19, 2021, 12:02:06 PM
Order Status	Closed
Purchased From	Main Website Main Website Store

Account Information [Edit Customer](#)

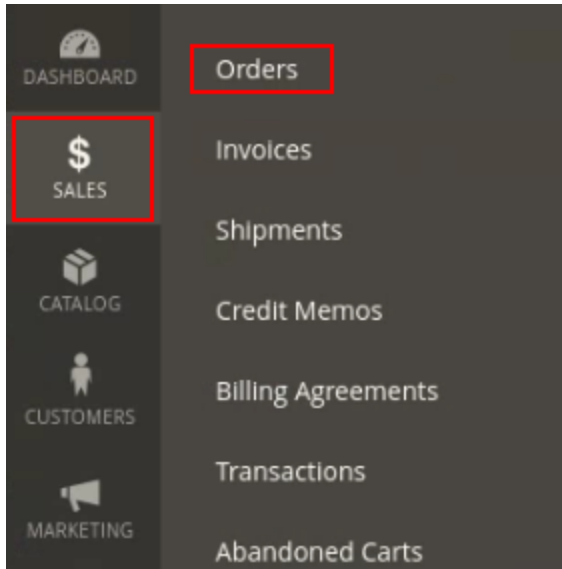
Customer Name	Veronica Costello
Email	roni_cost@example.com
Customer Group	General

- A confirmation popup will show, click on Ok button if you really want to delete order.

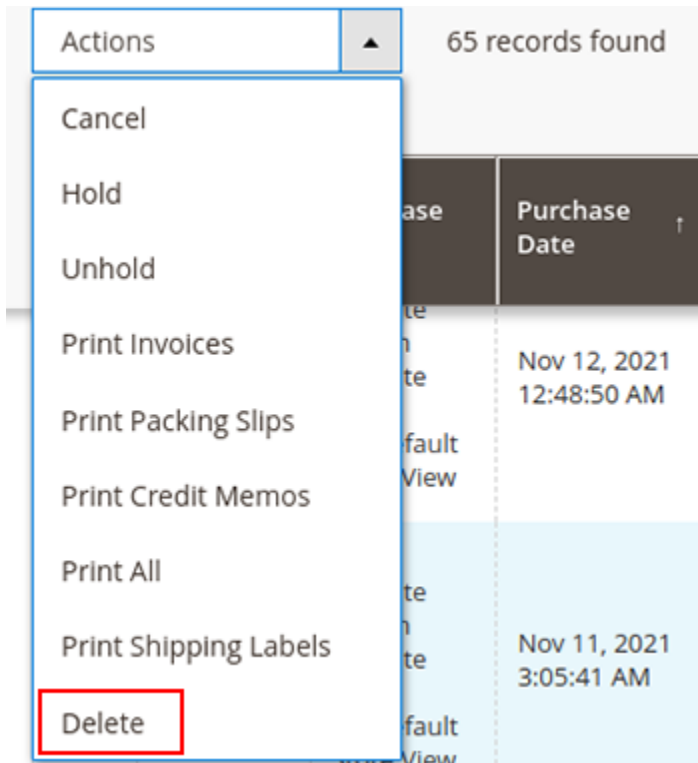


Delete Order From MassAction

- In the admin panel, go to SALES > Orders.

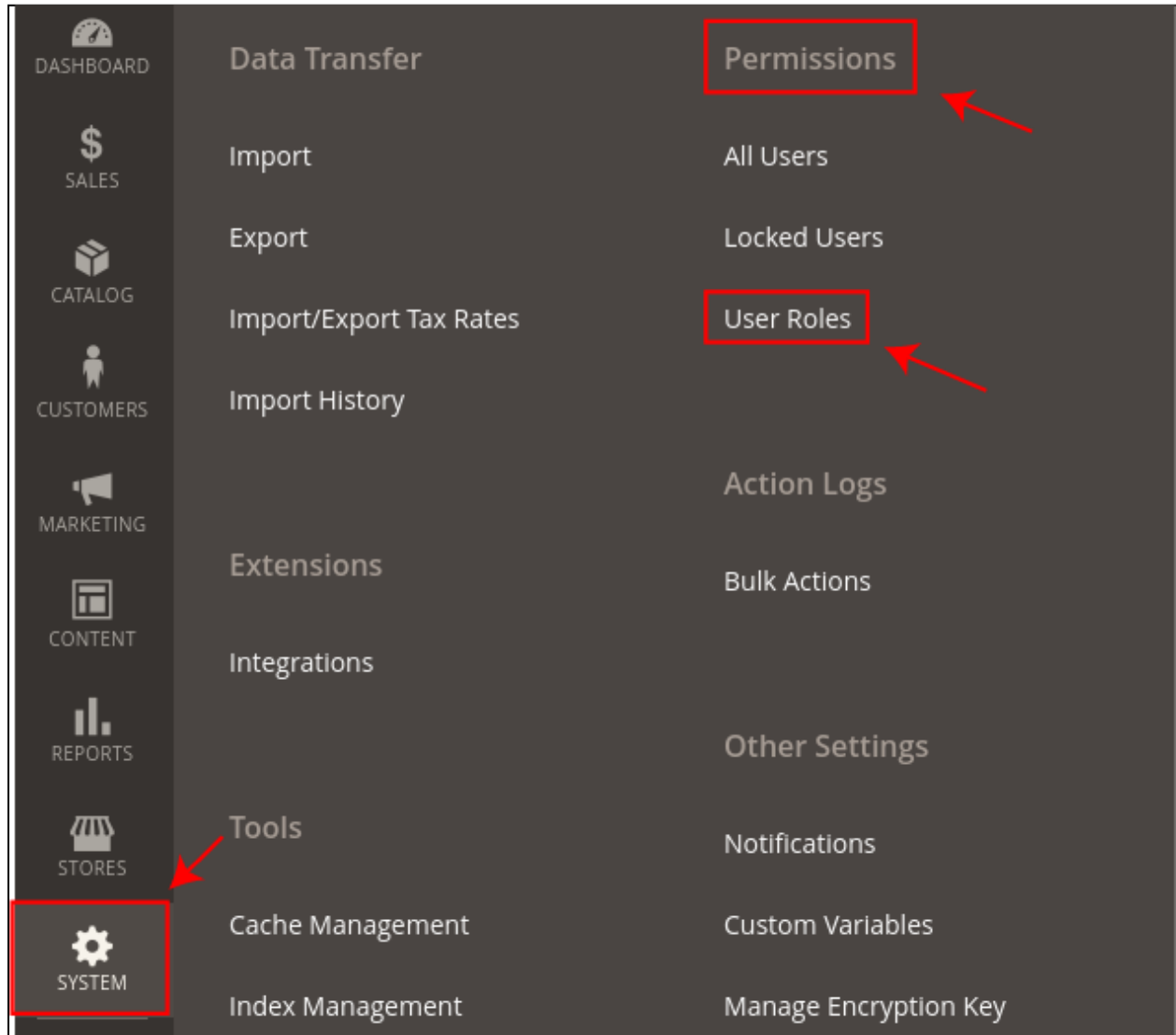


- From the order's grid, select the orders that you want to delete.
- From the Actions dropdown, click on the Delete button to delete selected orders.

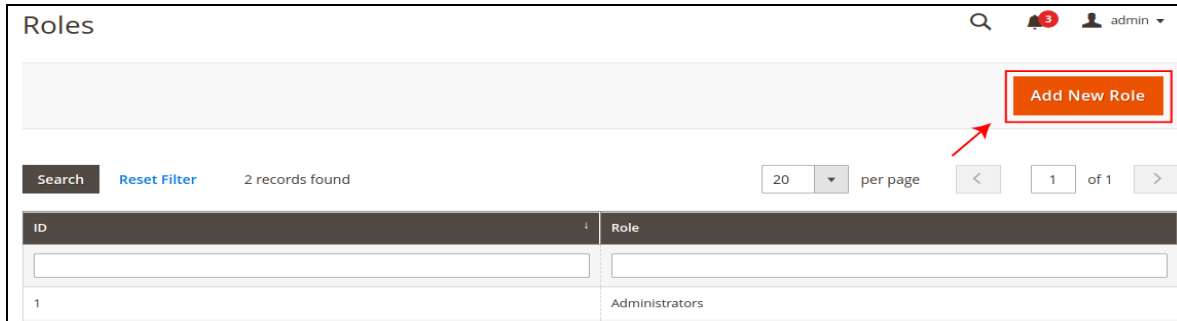


To set permissions

- Go to **SYSTEM > Permissions > User Roles**.

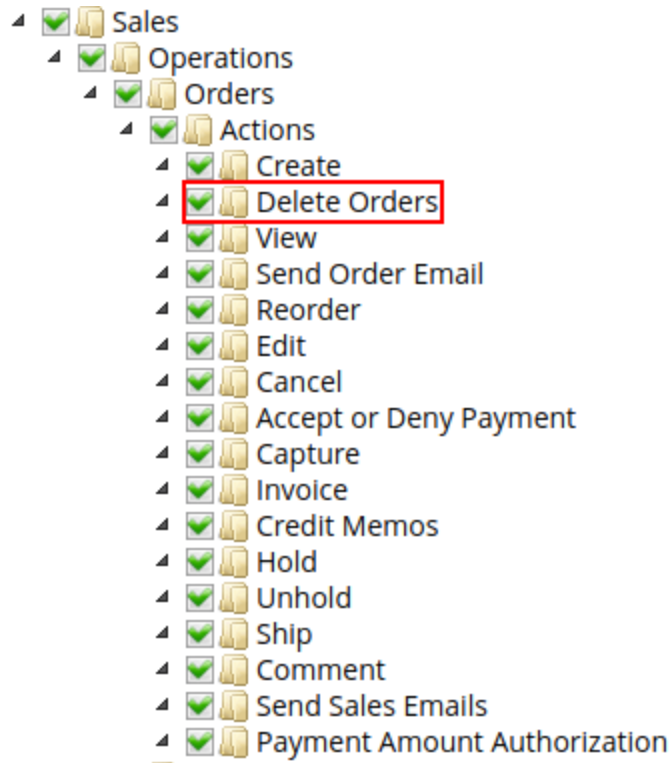


- Click on the **Add New Role** button.



- Under **Role Information**, in the field of **Role Name** enter the name of the role.
- In the field of **Your Password**, enter your current password for verification.

- Under the **Role Resources**, select the role scope All/Custom.
- If you don't want to give complete admin access to other users then choose Custom scope.
- Tick on the permissions of Sales, to give access to Order.
- Tick on the permissions of Delete Orders, if you only want to give access to delete order functionality to the other users.



- After completing your changes click on the **Save Role** button.
- In the admin grid, all roles are listed here.

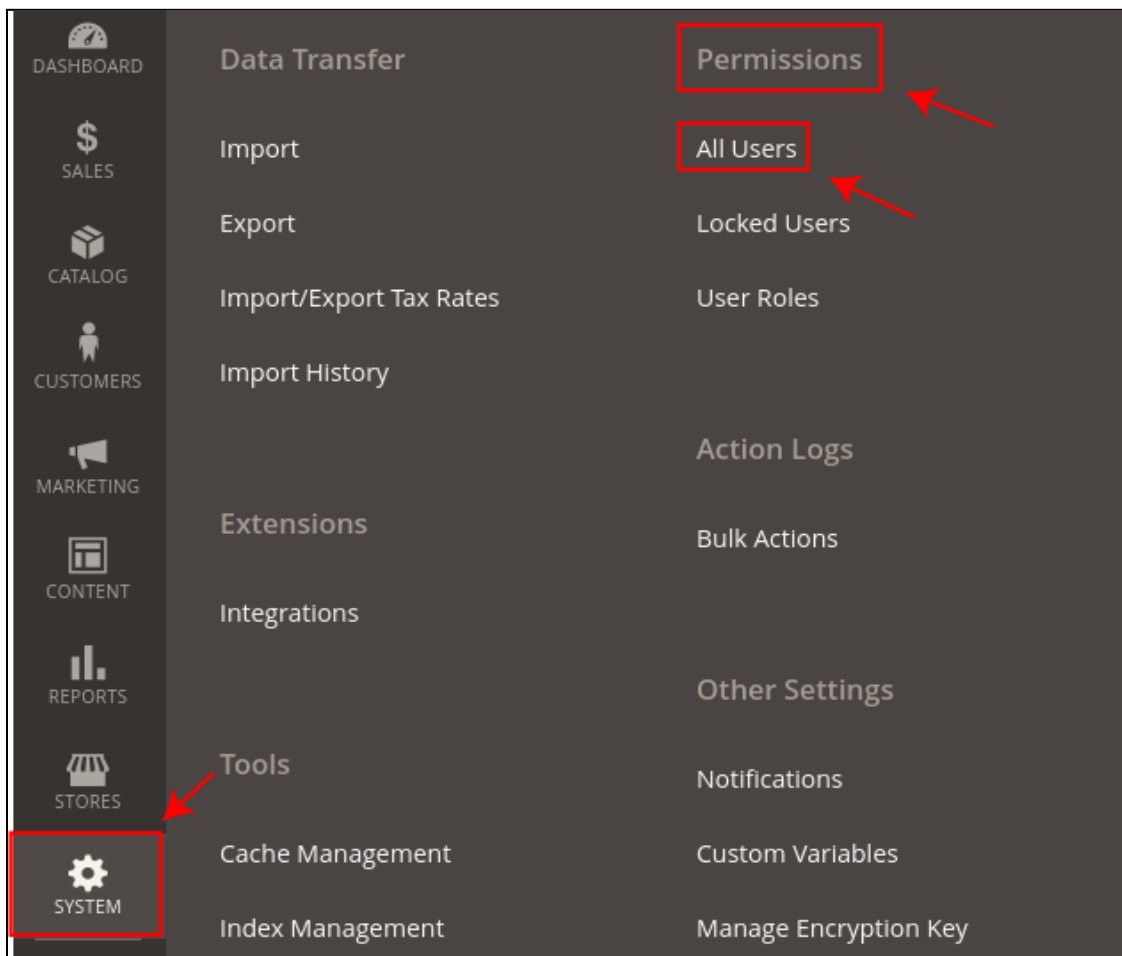
Search [Reset Filter](#) 2 records found 20 per page 1 of 1

ID	Role
1	Administrators
30	Delete Order

- If you want to edit any role click on it and edit changes.

To assign your created User Role to the users

- Go to **SYSTEM > Permissions > All Users**.



- Click on the specific user to assign the user role.
- In the tab of **User Role**, click on the role that you want to assign.

← Back Delete User Reset Force Sign-In **Save User**

USER INFORMATION

User Info

User Role

Search

[Reset Filter](#)

2 records found

20



per page



1

of 1



Assigned	Role
Any	
<input type="radio"/>	Administrators
<input checked="" type="radio"/>	Delete Order

- Click on the **Save User** button to apply changes.