

# Magento Update Order Email Address

## Installation and User Guide for Magento 1 Update Order Email Address

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## Installation

- **Disable Compilation Mode:** To check that this is disabled, go to **System >Tools>Compilation**. If the compiler status is 'Disabled', you are ready to go. If not, simply click the 'Disable' button on the right hand side of the screen.
- **Upload Package:** Upload the content of the module to your root folder. This will not overwrite the existing Magento folder or files, only the new contents will be added.
- **Clear Caches:** This can be done from the admin console by navigating to the cache management page (**System > Cache Management**), selecting all caches, clicking 'refresh' from the drop-down menu, and submitting the change.

## Configuration Settings for Update Order Email Address

Go to **Admin > Stores > Configuration > Scommerce Configuration > Update Order Email Address**

## General Settings

- **Enabled** - Select "Yes" or "No" to enable or disable the module.
- **License Key** - Please add the license for the extension which is provided in the order confirmation email. Please note license keys are site URL specific. If you require license keys for dev/staging sites then please email us at [support@scommerce-mage.com](mailto:support@scommerce-mage.com).

General	
Enable	<input type="text" value="Yes"/>
License Key	<input type="text" value="upcPyNtiNb8J."/>

Select "Yes" to enable the module

Enter the License key for the module

- **Update Order Email Address from Order Detail View Page** - You can update email address from **Admin > Sales > Orders > Select Orders** > Click on "**Change**" then add new email address > Click "**Save**".

**Order # 145000162 | 16 Apr 2020 17:17:29**

Order # 145000162 (the order confirmation email was sent)		Account Information	
Order Date	16 Apr 2020 17:17:29	Customer Name	<a href="#">test test</a>
Order Status	Pending	Email	<input type="text" value="test123@test.com"/> <input type="button" value="Change"/>
Purchased From	Main Website Madison Island English	Customer Group	General

Billing Address	Shipping Address
test test test test Dartford, DA1 5FN United Kingdom T: 07448644224	test test test test Dartford, DA1 5FN United Kingdom T: 07448644224

- **Updated Email Address on the Order Detail View Page** - The updated email address will be shown on the order detail view page under "Account Information" section.

Order # 145000162 (the order confirmation email was sent)	
Order Date	16 Apr 2020 17:17:29
Order Status	Pending
Purchased From	Main Website Madison Island English

Account Information	
Customer Name	test test
Email	test12345@test.com <a href="#">Change</a>
Customer Group	General

Billing Address	
test test	
test	
test	
Dartford, DA1 5FN	
United Kingdom	
T: 07448644224	

Shipping Address	
test test	
test	
test	
Dartford, DA1 5FN	
United Kingdom	
T: 07448644224	

If you have a question related to this extension please check out our [FAQ Section](#) first. If you can't find the answer you are looking for then please contact [support@scommerce-mage.com](mailto:support@scommerce-mage.com).

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