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# Shipping Weight

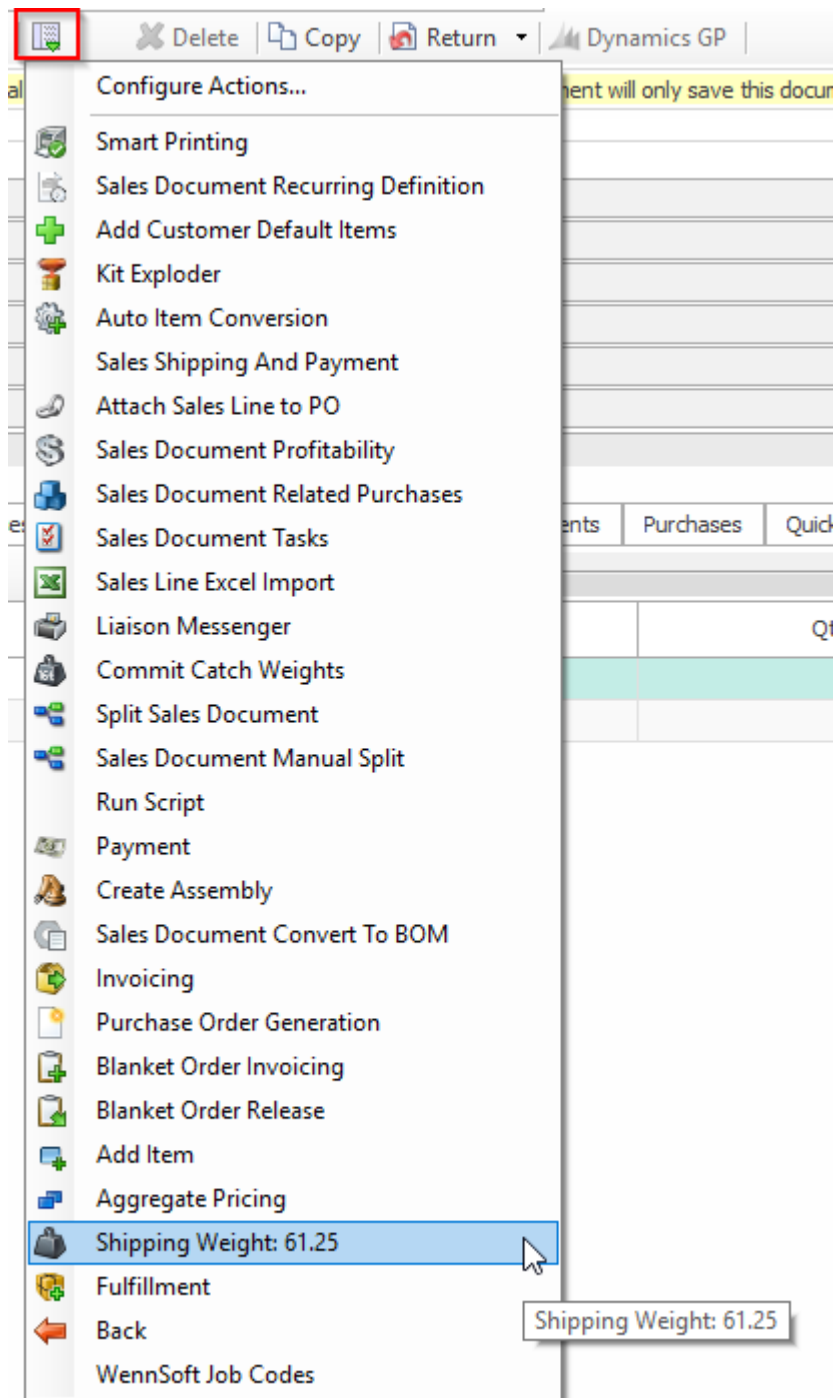
Megan De Freitas - 2024-11-22 - [Sales](#)

## Overview

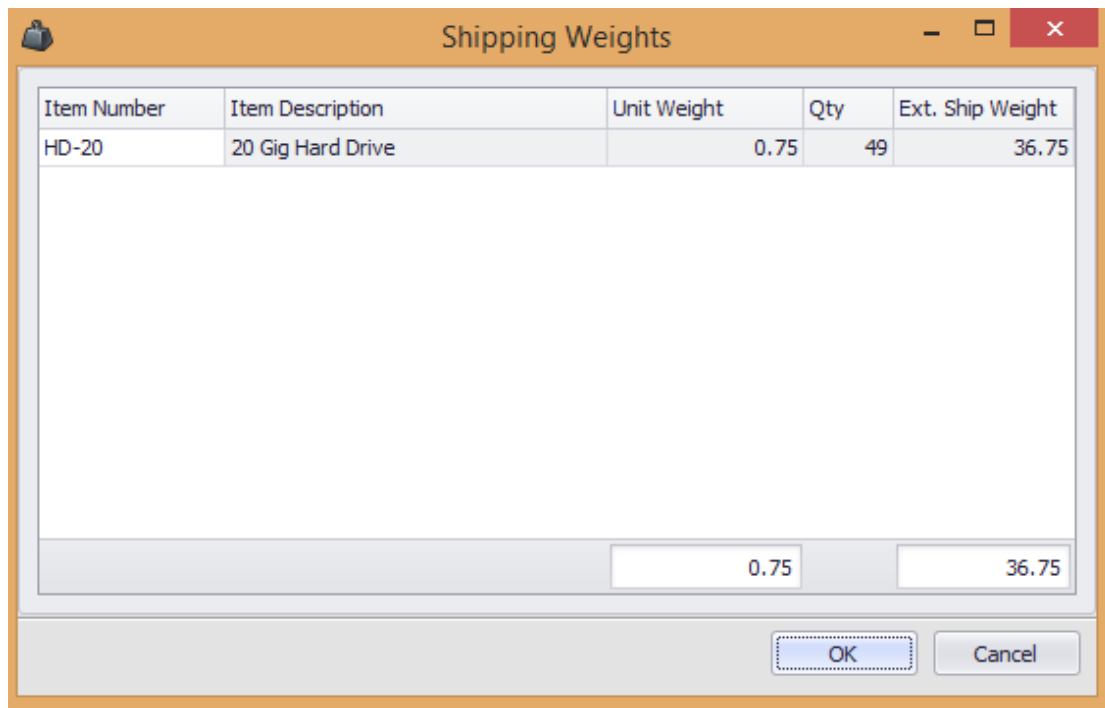
The Shipping Weight plugin shows a breakdown of the shipping weight per item and the total shipping weight for an order, which can be used to quote shipping cost. By default, item shipping weight data are populated from the GP shipping weight field, but if desired, a user defined field can be created to store this data.

## Use

On a sales document or PO, click the **Actions** dropdown and find Shipping Weight in the list. Notice that the total shipping weight number may appear.



Select Shipping Weight and the Shipping Weights screen appears, displaying each line item along with its unit weight and quantity, and a calculated Extended Ship weight based on the unit weight and quantity. A document total weight is calculated on the bottom.

A screenshot of a software dialog box titled "Shipping Weights". The dialog has a standard Windows-style title bar with a minimize button, a maximize button, and a close button (X). Inside the dialog, there is a table with five columns: "Item Number", "Item Description", "Unit Weight", "Qty", and "Ext. Ship Weight". The first row of data shows "HD-20" for Item Number, "20 Gig Hard Drive" for Item Description, "0.75" for Unit Weight, "49" for Qty, and "36.75" for Ext. Ship Weight. Below the table, there are two input fields: the first contains "0.75" and the second contains "36.75". At the bottom right of the dialog, there are two buttons: "OK" and "Cancel".

Item Number	Item Description	Unit Weight	Qty	Ext. Ship Weight
HD-20	20 Gig Hard Drive	0.75	49	36.75

0.75 36.75

OK Cancel

Click **OK** to return to the document.

#### Security

*Sales Document Shipping Weight* - Activates the Shipping Weight plugin on Sales Documents.

*Purchase Order Shipping Weight* - Activates the Shipping Weight plugin on Sales Documents.

**Note:** You must log out and log back in for security changes to take effect.

#### Settings

*Sales Document Shipping Weight Field* - Determines the Item Master field that is used to calculate the order weight