

Shipping Connector

for Microsoft Dynamics 365 Business Central

FedEx Web Services Setup Guide

I. Purpose of this document

This guide will assist you with the creation of a (no-cost) FedEx Web Services Account.

The web services account is required if you wish to use FedEx Web Services with Shipping Connector Address Verification or Rate Shopping in Business Central, or with the Shipping Connector Shipper application to create shipping labels.

Note: We make an effort to keep this guide up to date however the dynamic nature of the web makes it difficult to stay in sync – so if you run into any discrepancies with this guide please point them out to us via our [Support Page](#).

II. Prerequisites (Step 0)

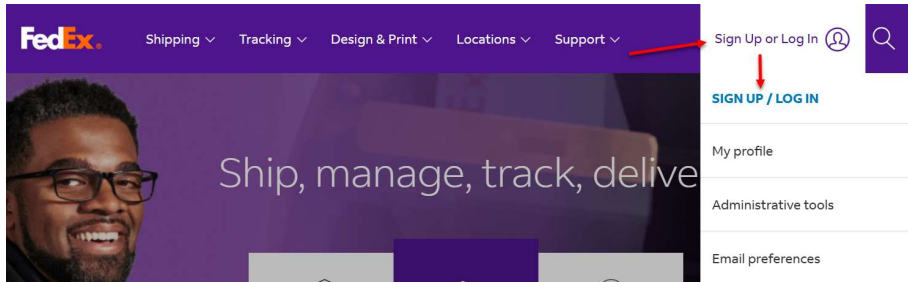
To create a FedEx Web Services Account you must have an active FedEx Shipping Account – if you do not have a FedEx Shipping Account then you must first sign up for one [here](#).

Step 1 – Create (or login to) a FedEx.com User Account

You will require a valid FedEx.com User Account to use FedEx Web Services.

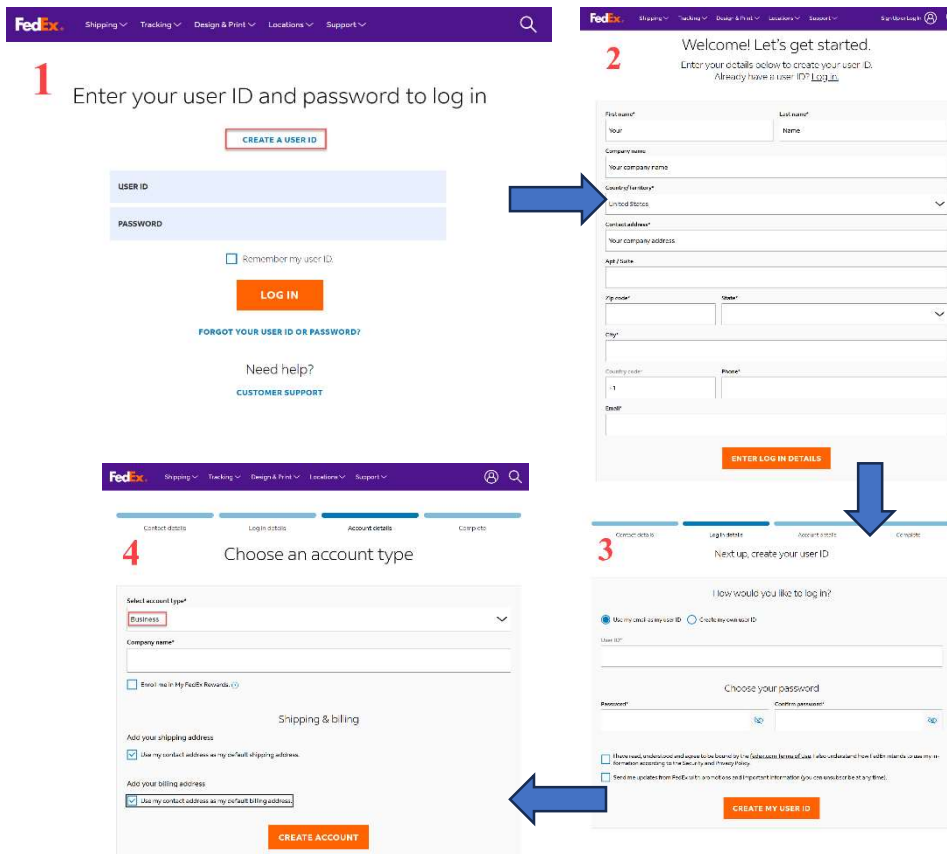
Point your web browser to www.fedex.com

Click the “Sign up or Log In” link at the top right of the page.



If you already have a FedEx.com User Account, verify that you can login, then proceed to Step 2

If you do not have a FedEx.com User Account, click the ‘CREATE A USER ID’ link and follow the registration steps below. After creating your FedEx.com User Account, sign-in to it.



Step 2 – Sign-in to the FedEx Developer Portal

Once signed-in to your FedEx.com User Account (**Step 1**), navigate to the FedEx Developer Portal site: <https://developer.fedex.com/>

You will see the home page for the portal.

Click the ‘Manage Organization’ link, then add yourself as a user (if you are not listed).

The image shows two screenshots of the FedEx Developer Portal. The left screenshot is the home page, featuring a purple sidebar with a 'MENU' section containing links like 'Manage Organization', 'My Projects', 'Getting Started', 'API Catalog', 'Guides', 'Announcements', 'API Certification', 'API Status', 'Settings', 'Support', and 'Other products'. The main content area has a 'Developer Integration Tools' banner with a 'GETTING STARTED' button, followed by 'Our most popular APIs' section with cards for 'Rates and Transit Times API', 'Ship API', and 'Track API'. The right screenshot shows the 'Manage Organization' page with tabs for 'Users', 'Shipping Accounts', and 'Settings'. The 'Users' tab is active, displaying a table with columns for 'USER', 'ROLE', 'PROJECTS', and 'ACTIONS'. A '+ ADD USERS' button is visible in the top right. The table contains one user entry: 'Your username' with role 'Admin' and project 'All Projects', with a 'REMOVE' button. A footer note asks if the user is an existing Web Services or FedEx Ship Manager Server Customer.

On the ‘Shipping Account’ tab, add your FedEx Account (if it is not listed).

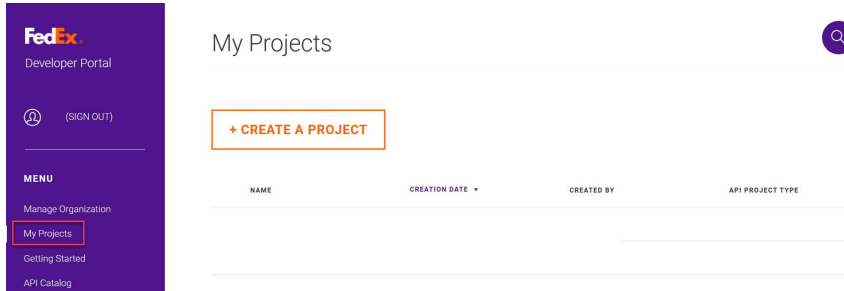
The image shows the 'Shipping Accounts' tab within the 'Manage Organization' page. The sidebar is the same as in the previous screenshot, but the 'Manage Organization' link is highlighted. The main content area has a purple sidebar with a 'MENU' section containing links like 'Manage Organization', 'My Projects', 'Getting Started', 'API Catalog', 'Guides', 'Announcements', 'API Certification', 'API Status', 'Settings', 'Support', and 'Other products'. The main content area has a 'Shipping Accounts' section with a '+ ADD ACCOUNT' button. Below the button is a table with columns for 'ACCOUNT NICKNAME', 'ACCOUNT NUMBER', and 'LICENSE AGREEMENT STATUS'. The table contains one entry: '*****580' with a status of 'Completed' and a 'View Details' link. A footer note asks if the user is an existing Web Services or FedEx Ship Manager Server Customer.

Proceed to **Step 3**

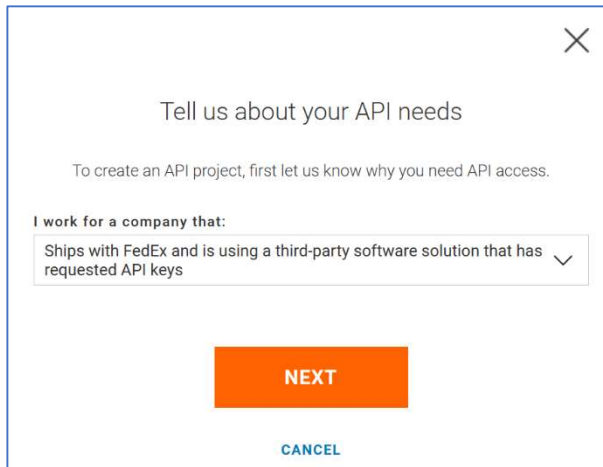
Step 3a - Create a FedEx Developer Project

Click the 'My Projects' link.

Click the 'Create a Project' button.

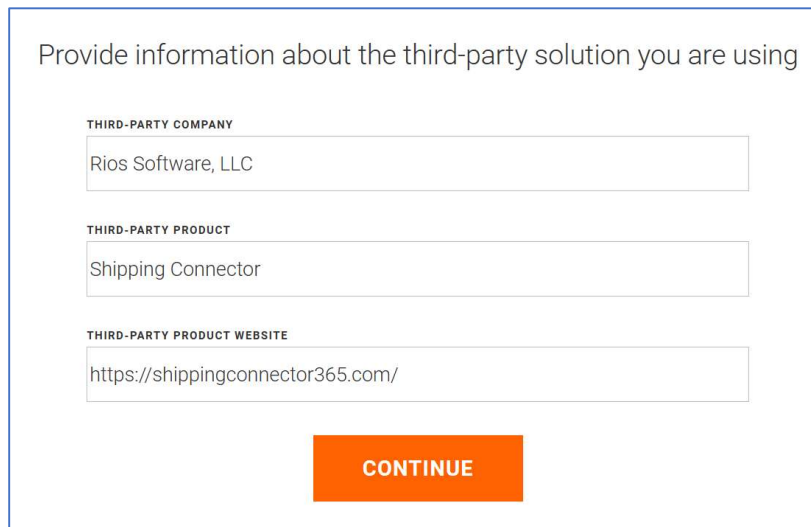


The API description dialog will display.



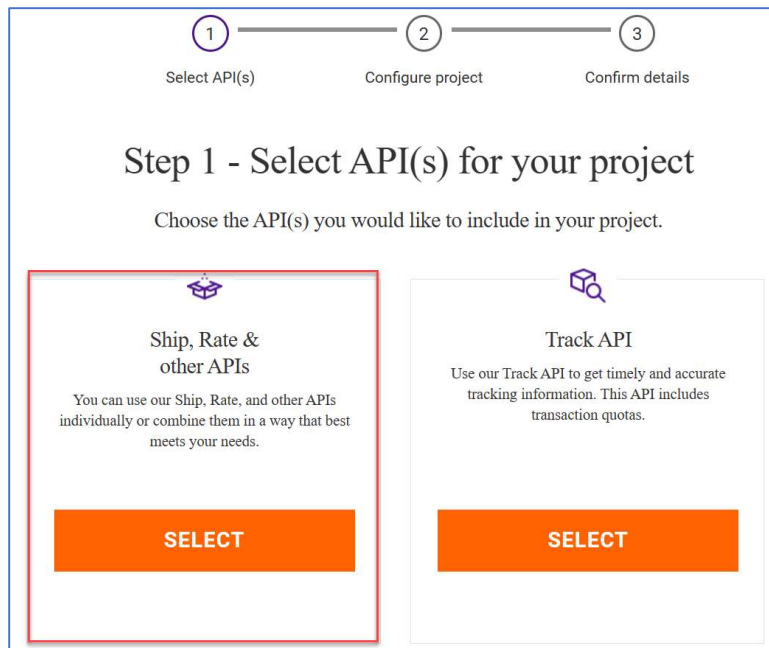
Select the 'I work for a company' option as shown above.

Press the Next button, fill in the Third-Party information form as shown below, then press Continue. Proceed to Step – 3b.



Step 3b - Select APIs

Select the Ship, Rate & other APIs option.



Scroll down to the list of APIs, then select APIs as follows:

If you intend to only use the Shipping Connector Address Validation and Rate Shopping features in Business Central (i.e., you do not intend to use the Shipping Connector Shipper application to create shipping labels) then select:

Address Validation API
Rate and Transit Times API

If you intend to use the Shipping Connector Shipper application, then select:

Address Validation API
Rate and Transit Times API
FedEx Locations Search API
Ground End of Day Close API
Postal Code Validation API
Pickup Request API
Service Availability API
Track API
Trade Documents Upload API
Ship API

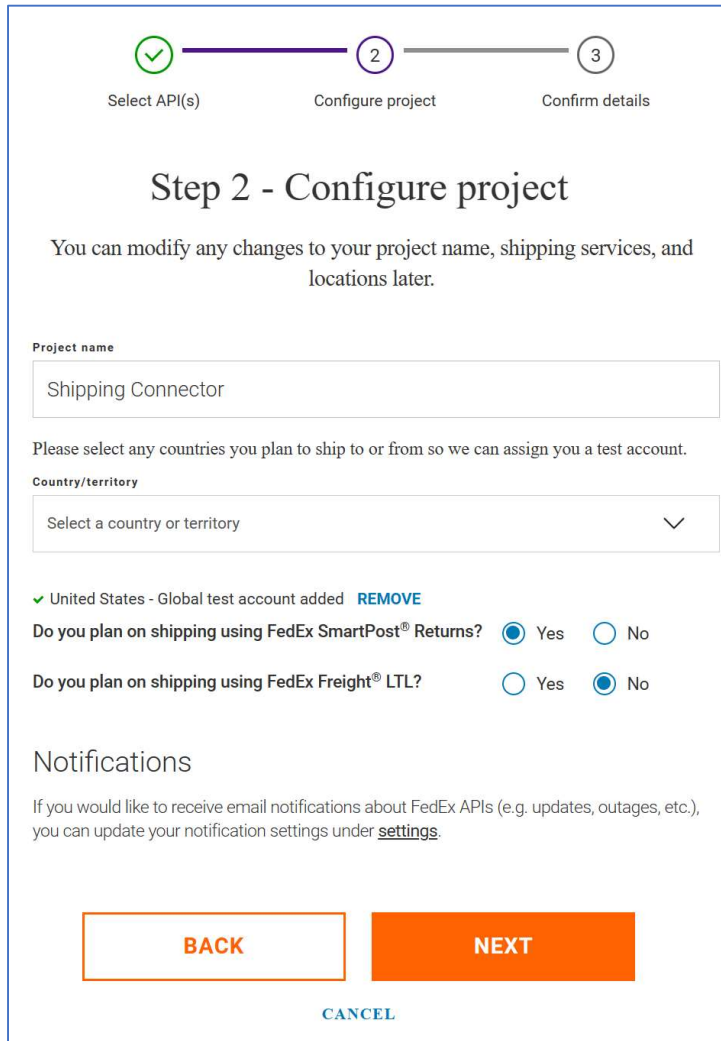
You do not need:
Freight LTL API
Open Ship API

Click the NEXT button.

Step 3c - Configure project.

On the Configure project page,

1. Give your project a name (e.g., Shipping Connector)
2. Select the primary country from which you will ship (e.g., United States)
3. (US only) To use FedEx Smart Post Returns (i.e., USPS Ground for customer returns), select that option
4. **Do not select** FedEx Freight LTL



Progress bar: 1. Select API(s) (Completed), 2. Configure project (Current), 3. Confirm details

Step 2 - Configure project

You can modify any changes to your project name, shipping services, and locations later.

Project name

Please select any countries you plan to ship to or from so we can assign you a test account.

Country/territory

✓ United States - Global test account added [REMOVE](#)

Do you plan on shipping using FedEx SmartPost® Returns? Yes No

Do you plan on shipping using FedEx Freight® LTL? Yes No

Notifications

If you would like to receive email notifications about FedEx APIs (e.g. updates, outages, etc.), you can update your notification settings under [settings](#).

BACK **NEXT**

[CANCEL](#)

Click the NEXT button.

Step 3e - Configure project.

On the Production Keys tab, in the Configure project area:

1. Give your (Production) Key a name (or just use the default)
2. Select your FedEx Account Number from the drop-down menu

The screenshot shows the 'API project overview' page in the Shipping Connector interface. The 'Production Key' tab is active. A progress indicator shows two steps: 'Configure project' (step 1) and 'Get project keys' (step 2). The 'Configure project' section includes a 'Key name' input field with 'API Key 1' entered. Below this is a paragraph of text: 'In order for your move to production to be successful, you must associate one shipping account to your Production Key at this time. Once your project is live on production, you will be able to add as many shipping accounts as you have associated with your organization.' Underneath is an 'Account number' dropdown menu with 'Your Account' selected. A link 'ADD AN ACCOUNT' is provided for users who cannot find their account. At the bottom, there are three buttons: 'BACK' (orange outline), 'NEXT' (solid orange), and 'CANCEL' (blue text).

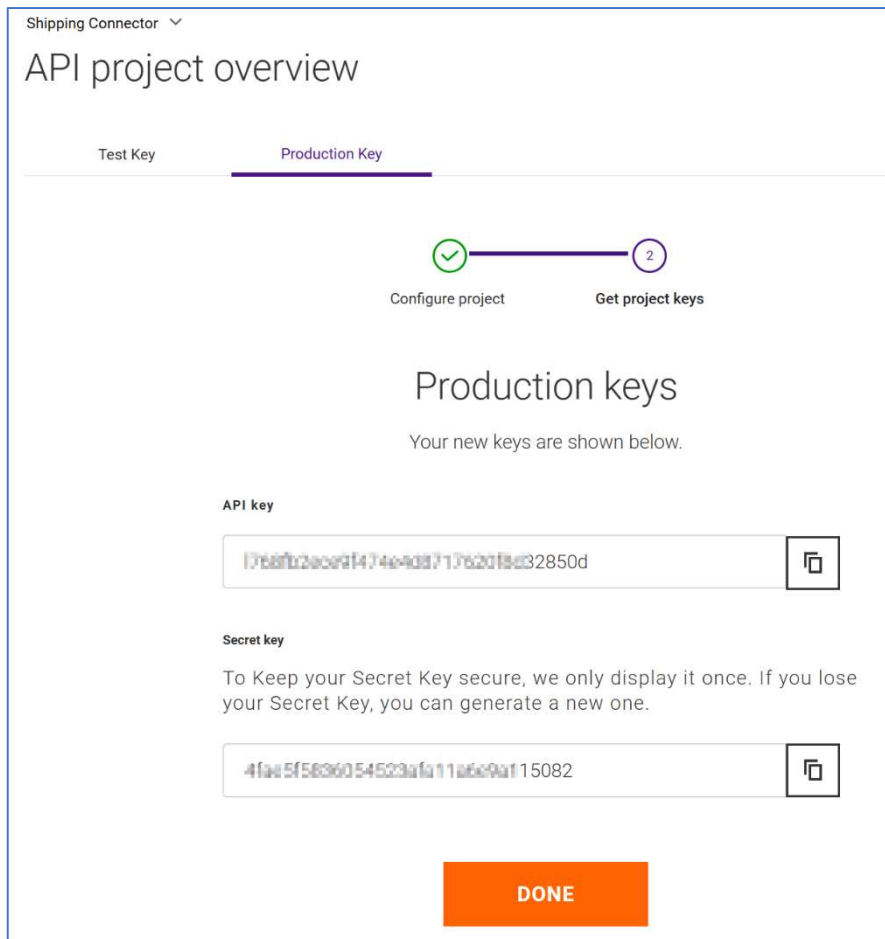
Click the NEXT button.

Step 3f – Save your Production Keys

You will see the Production Keys page, as shown below.

Important! -- Before closing the page, make a safe copy of the keys.
This will be the only time that you will see the Secret Key in the portal.

If, in Step 3d, you selected only the Address Validation and Rate and Transit Time APIs, then **You have completed FedEx Web Services**
Proceed to Step 5



The screenshot shows the 'Shipping Connector' API project overview page. At the top, there is a dropdown menu for 'Shipping Connector' and the title 'API project overview'. Below the title, there are two tabs: 'Test Key' and 'Production Key', with 'Production Key' being the active tab. A progress indicator shows two steps: 'Configure project' (completed, marked with a green checkmark) and 'Get project keys' (current step, marked with a '2' in a circle). The main heading is 'Production keys' with the subtext 'Your new keys are shown below.' There are two key fields: 'API key' with the value '1768fb2acc9f1474e4d8717620f8e32850d' and 'Secret key' with the value '4fae5f5836054523afa11afe9a115082'. Both fields have a copy icon to their right. At the bottom, there is an orange 'DONE' button.

If, in Step 3d, you selected the additional APIs because you intend to use the Shipping Connector Shipper app, proceed to Step 4.

Step 4 – API Certification

On the Production Key tab, in the APIs list at bottom, you will see that all APIs are enabled, except the Ship API.

To enable the Ship API an additional step, Label Certification, is required.

Ship API OVERVIEW DOCS	Shipping Label Certification Required <i>To enable this API in production, the Shipping Label Certification must be completed.</i> GO TO API CERTIFICATION	✖ Disabled DELETE
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Label Certification requires:

1. Printing specific labels and ancillary waybills (if shipping international) using your label printer
2. Scanning those labels to PDF
3. Completing a Label Certification Submission form
4. Packaging this collateral into an email and submitting to the FedEx Label Certification team
5. Receiving API confirmation (usually a 1-3 business day turnaround)

We acknowledge that the above steps are cumbersome, however, until FedEx approves our submission for the FedEx Compatible Program, we are obligated to use this process.

Mitigation

To mitigate the overhead, we provide a FedEx Label Certification application.

The application will generate the required labels, then allow you to print them to your label printer.

If you are satisfied with the quality of the printed labels, then the application will facilitate bundling the collateral into a package for submission to the FedEx Label Certification team.

Follow these steps to use the FedEx Label Certification application:

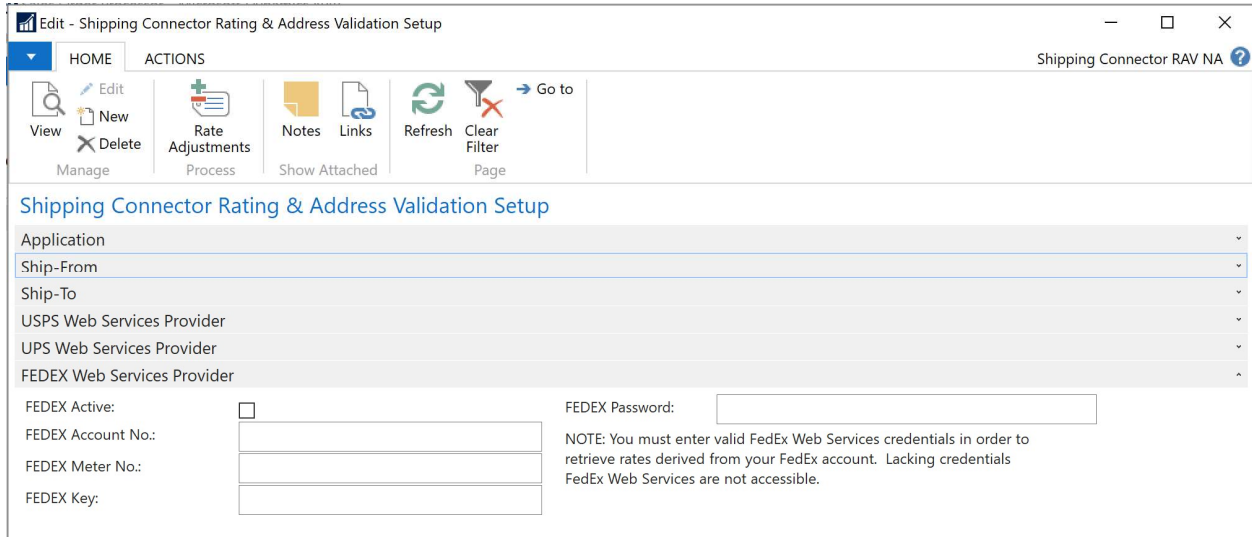
1. Start the Shipping Connector Shipper application
2. Configure your label printer(s)
2. Click the Help tab
3. Click the FedEx Label Certification link

Step 5 – Enter the FedEx account information into the Shipping Connector Rating & Address Setup

In your Business Central client open the Shipping Connector Rating & Address Validation Setup dialog.

Expand the FedEx Web Services tab.

Enter the FedEx account information.



Shipping Connector Rating & Address Validation Setup

Application

Ship-From

Ship-To

USPS Web Services Provider

UPS Web Services Provider

FEDEX Web Services Provider

FEDEX Active:

FEDEX Account No.:

FEDEX Meter No.:

FEDEX Key:

FEDEX Password:

NOTE: You must enter valid FedEx Web Services credentials in order to retrieve rates derived from your FedEx account. Lacking credentials FedEx Web Services are not accessible.

FedEx Web Services Setup is now complete.