

Shipping Connector

for Microsoft Dynamics 365 Business Central

UPS Web Services Account Setup Guide

I. Purpose of this document

This guide will assist you with the setup of a (free) UPS API Account.

The UPS API account is required if you intend to use UPS shipping services with the Shipping Connector Address Verification, Rate Shopping, or QuickShip features in Business Central, or with the Shipping Connector Shipper application.

**** Note: If you only intend to use Shipping Connector to connect with UPS/WorldShip then a UPS API account is not required.**

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

To create a UPS API Account, you must have an active UPS.com (shipping) Account – if you do not have a UPS.com Account, then you must first sign up for one in Step 1.

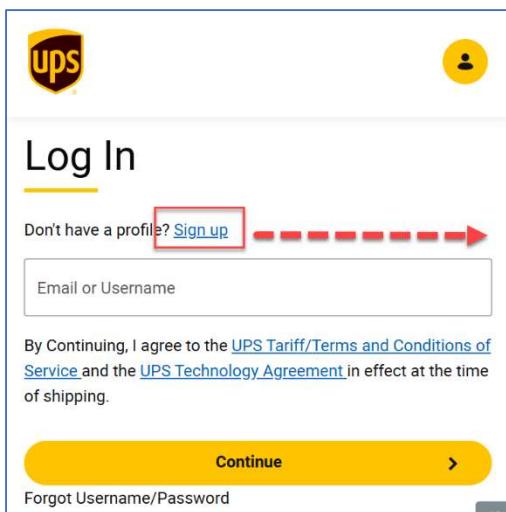
Step 1 – Create a UPS.com Account

You will require a UPS.com Account to register for the UPS API.

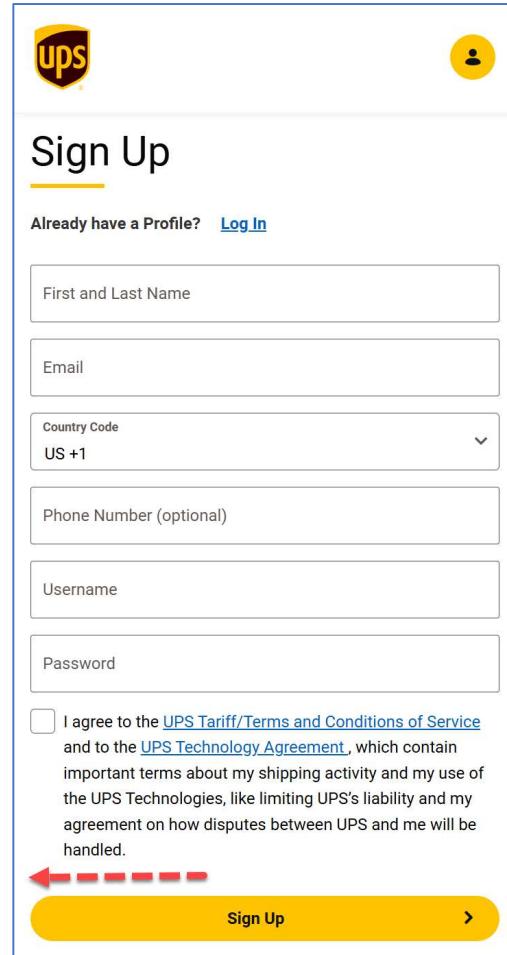
Point your web browser to www.ups.com/lasso/login

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

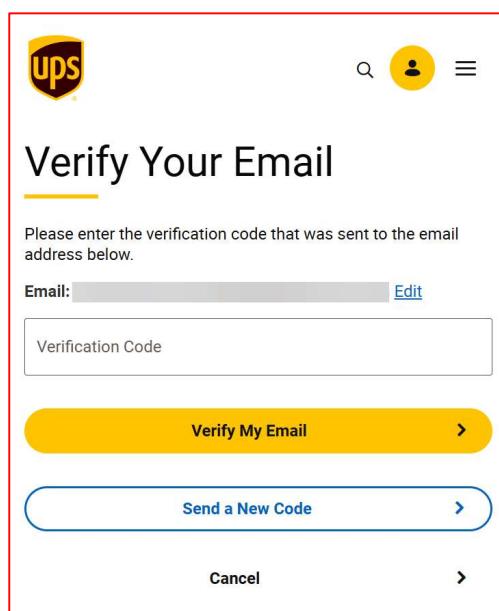
If you do not have a UPS.com Account, click the 'Sign up' link and follow these registration steps.



The 'Log In' screen features the UPS logo at the top left. A yellow 'Log In' button is at the top right. Below it is a 'Sign Up' link with a red box around it, followed by a dashed red arrow pointing right. A large input field for 'Email or Username' is below. A terms and conditions link is at the bottom. A 'Continue' button with a yellow arrow is at the bottom right, and a 'Forgot Username/Password' link is at the bottom left.



The 'Sign Up' screen features the UPS logo at the top left. A yellow 'Sign Up' button is at the bottom right. Above it is a 'Log In' link. The form includes fields for 'First and Last Name', 'Email', 'Country Code' (set to 'US +1'), 'Phone Number (optional)', 'Username', and 'Password'. A terms and conditions checkbox is at the bottom left, with a dashed red arrow pointing right to the 'Sign Up' button.



The 'Verify Your Email' screen features the UPS logo at the top left. A yellow 'Verify My Email' button is at the bottom right. Above it is a 'Send a New Code' button. A 'Cancel' button is at the bottom left. A red box highlights the 'Verify My Email' button.

When you press Continue on the last dialog you will be asked questions about your account – answer as appropriate to complete UPS.com account creation.

If you do not have a UPS Shipping Account (a six digit account#), you will need to create one.

Follow the UPS provided instructions to do so.

Proceed to **Step 2**

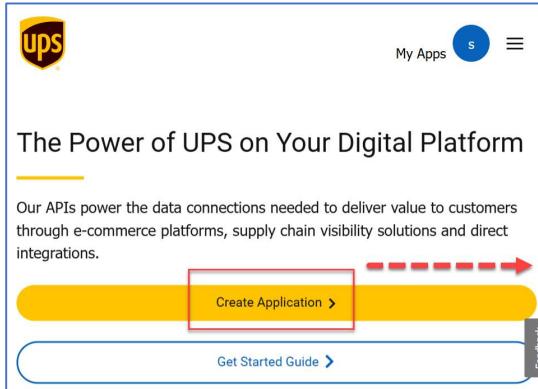
Step 2 – Create a UPS API Account

You will require a UPS API Account to use UPS services with Shipping Connector.

If you have a UPS API Account proceed to **Step 3**.

To create an account, point your browser to <https://developer.ups.com>

Fill in the details for each dialog (1-6)

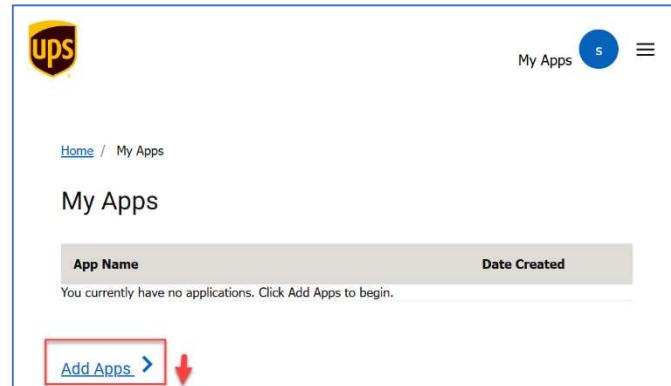


The Power of UPS on Your Digital Platform

Our APIs power the data connections needed to deliver value to customers through e-commerce platforms, supply chain visibility solutions and direct integrations.

Create Application >

[Get Started Guide >](#) Feedback

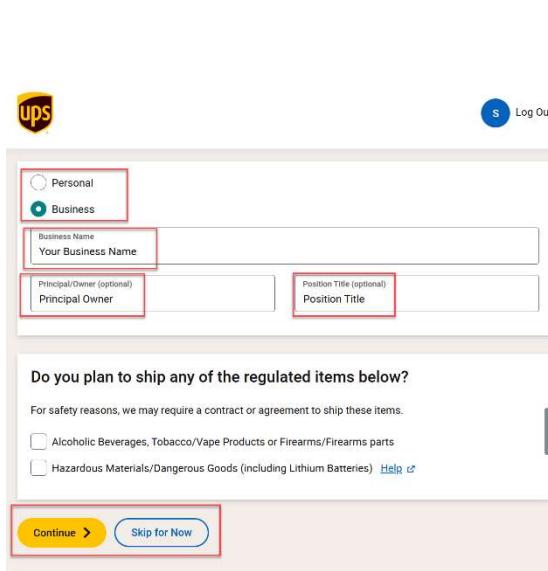


Home / My Apps

My Apps

App Name	Date Created
You currently have no applications. Click Add Apps to begin.	

[Add Apps >](#)



Personal Business

Business Name
Your Business Name

Principal/Owner (optional)
Principal Owner

Position Title (optional)
Position Title

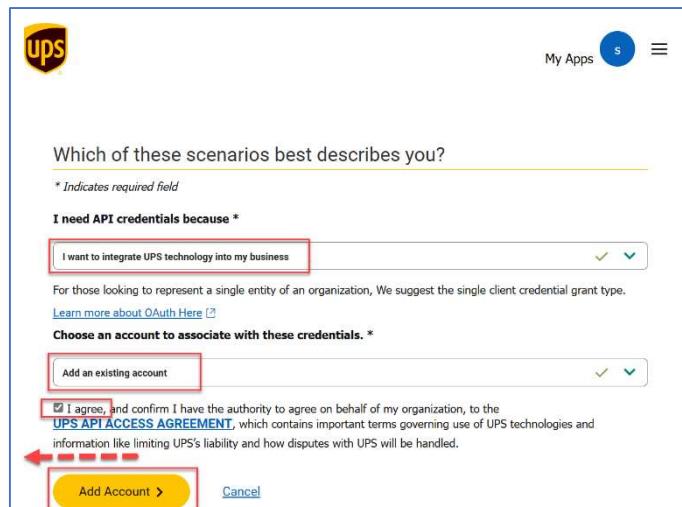
Do you plan to ship any of the regulated items below?

For safety reasons, we may require a contract or agreement to ship these items.

Alcoholic Beverages, Tobacco/Vape Products or Firearms/Firearms parts

Hazardous Materials/Dangerous Goods (including Lithium Batteries) [Help](#) [?](#)

[Continue >](#) [Skip for Now](#)



Which of these scenarios best describes you?

* Indicates required field

I need API credentials because *

I want to integrate UPS technology into my business

For those looking to represent a single entity of an organization, We suggest the single client credential grant type. [Learn more about OAuth Here](#) [?](#)

Choose an account to associate with these credentials. *

Add an existing account

I agree, and confirm I have the authority to agree on behalf of my organization, to the [UPS API ACCESS AGREEMENT](#), which contains important terms governing use of UPS technologies and information like limiting UPS's liability and how disputes with UPS will be handled.

[Add Account >](#) [Cancel](#)

If you do not have a UPS.com shipping account (a six-digit account number), you will need to create one – select the Create New Account option in the choose account field.

Press the Continue button and follow the instructions - when you have completed signup you will be assigned a six-digit UPS Shipping Account number.

Proceed to **Step 3**

Step 3 -- Add a UPS API app

To register for the UPS API you must create a new UPS app.

Make sure you are logged into the UPS Developer portal – the landing page will display your apps.

Create a new app as shown below.

The image consists of four screenshots of the UPS Developer portal, arranged in a 2x2 grid. Each screenshot shows a different step in the process of adding a new app.

- Top Left (Step 1):** Shows the 'My Apps' page. It has a 'My Apps' button and a 'Add Apps' button. A red dashed arrow points from this screen to the next one.
- Top Right (Step 2):** Shows a form for selecting a scenario. The 'I want to Integrate UPS technology into my business' option is selected. A red dashed arrow points from this screen to the next one.
- Bottom Left (Step 3):** Shows a form for choosing an account. The 'Add an existing account' option is selected. A red dashed arrow points from this screen to the next one.
- Bottom Right (Step 4):** Shows the 'Add an Existing Account' page. It asks for payment account information: 'Account Number' (ACCT#), 'Nickname' (Shipping), and a checkbox for 'Make this my default payment method'. A red dashed arrow points from this screen to the next one.

To verify the billing account, select one of the provided options.

You will be led through a set of dialogs to confirm the account.

When complete you will see the following dialog.

ups

My Apps

Which of these scenarios best describes you?

* Indicates required field

I need API credentials because *

I want to Integrate UPS technology into my business

For those looking to represent a single entity of an organization, We suggest the single client credential grant type.

Learn more about OAuth Here [\(2\)](#)

Choose an account to associate with these credentials. *

ACCOUNT

English language. Notwithstanding anything to the contrary in this Section 17.6 of the General Terms and Conditions of the Agreement, the subscriber(s) agree(s) not to assert any right on rescission, reformation or other modification of this Agreement, or on basis of the ownership, validity, or enforceability of this Agreement, or on basis of any provision of this Agreement, or on basis of any information, property, information and know-how and rights in content, materials, software and other technology belonging to UPS or its Affiliates. You and UPS (each) agree that the foregoing arbitration agreement is valid and binding and that the arbitration agreement is enforceable in accordance with the law of the State of New York, United States of America, exclusive of conflict of law rules. [\(2\)](#)

THAILAND

1. Restricted Territory. In Section 1(a) of the Amendment, the words "the Restricted Territory" are hereby deleted and replaced with "any jurisdiction outside the Permitted Territory".

UNITED KINGDOM

1. Restricted Territory. In Section 1(a) of the Amendment, the words "the Restricted Territory" are hereby deleted and replaced with "any jurisdiction outside the Permitted Territory".

2. No Separate Fee Charge. The following sentence is hereby added to the end of Section 4(d) of the Amendment:

"Nothing in this Agreement will be deemed to prevent You as Usage Provider from charging, at their respective discretion, any fees and charges to End Users for the license of Product or for receipt of any other services from You or Hosting Providers."

3. UPS® Shipping API. The following changes are hereby made to Section 6(b)(i) of the Amendment:

a. The following clause is hereby added at the beginning of the Section:

"For a term of five (5) years from the Effective Date."

b. The following clause is hereby added prior to the final sentence of the Section:

"For (5) months prior to the end of the five (5) year period, You and UPS will discuss a possible extension of Your ongoing obligation."

4. Termination. The following clause is hereby added to the end of clause (2) of Section 4(b)(i) of the General Terms and Conditions of the Agreement:

"or if You make any composition of arrangement with Your creditors, take or suffer any similar action in respect of Your debts or in relation to an resolution in made for Your dissolution or liquidation (other than for the purpose of solvent amalgamation or reconstruction), or any equivalent or similar action or procedure is taken or effected in any jurisdiction."

5. Limitation of Liability. In Section 9 (d) of the General Terms and Conditions of the Agreement replace "six (6)" with "twelve (12)"

6. Entire Agreement. In Section 11.12 of the General Terms and Conditions of the Agreement, the clause "in relation to the subject matter and in the absence of fraud," is hereby added immediately preceding the word "supercedes" in the first sentence [\(2\)](#)

(End of appendix)

Scroll to the bottom of these Terms and Conditions to enable the checkbox below.

I agree to the UPS API amended agreement.

[Next >](#) [Cancel](#)

For the scenarios option in the dialog, use the “integrate into my business” option as shown above. Enter your contact details.

ups

API Catalog [New](#) Get Started Resources Support

My Apps

You are creating an application using the following e-mail address scilamp.solanamurtha@spungoconnect.com. This e-mail will be associated to your OAuth Credentials and cannot be changed once the application is created, please ensure it is correct. If you'd like to change it, please do so in your preferences before proceeding. [\(2\)](#)

Who should we contact?

* Indicates required field

Primary Contact

First Name *

Last Name *

Country or Territory *

United States

Street Address *

City * State * ZIP Code *

Email * Phone* Extension (optional)

Check to specify separate API Integration Owner.

[Add Secondary Contact](#)

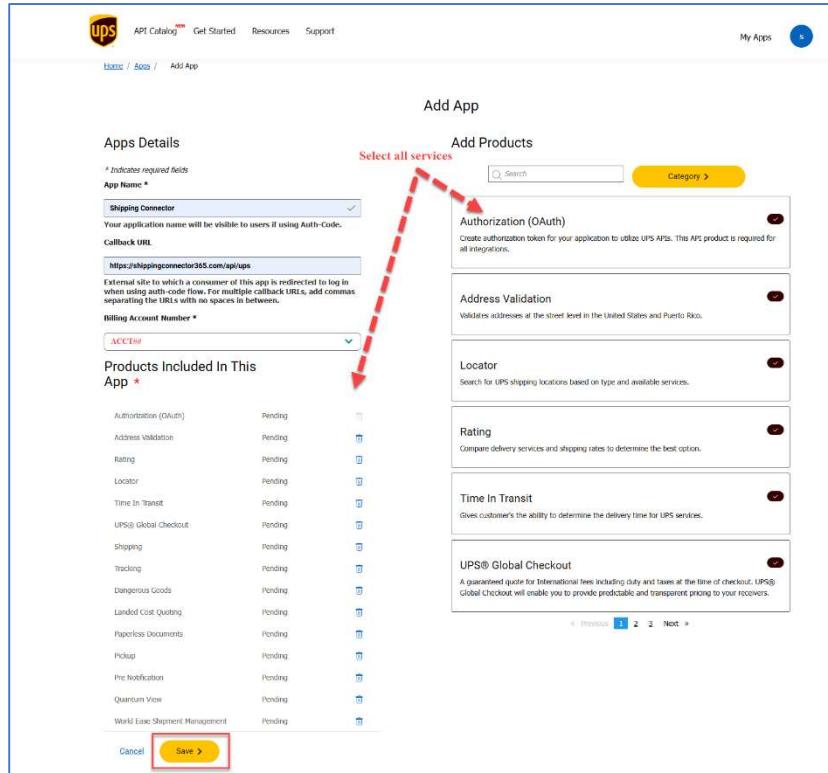
I'd like to subscribe to API Status & Update email alerts.

I certify I am the owner of this email and authorize

UPS to send notification updates to this address

[Back](#) [Next >](#)

Next, the API selection dialog will display, select all the available APIs.
Make sure to click the Next link to select APIs (not shown below) on subsections 2 and 3.



The screenshot shows the 'Add App' page in the UPS API Catalog. The 'Products Included In This App' section is highlighted with a red box and a red arrow pointing to the 'Save' button. The 'Select all services' checkbox is also highlighted with a red box.

Apps Details

API Name: **Shipping Connector** (highlighted with a red box)

Callback URL: <https://shippingconnector365.com/api/ups>

Billing Account Number: **ACCT#** (highlighted with a red box)

Products Included In This App *

Authorization (OAuth)	Pending
Address Validation	Pending
Rating	Pending
Locator	Pending
Time In Transit	Pending
UPS® Global Checkout	Pending
Shipping	Pending
Tracking	Pending
Dangerous Goods	Pending
Landed Cost Quoting	Pending
Paperless Documents	Pending
Pickup	Pending
Pre Notification	Pending
Quantum View	Pending
World Wide Shipment Management	Pending

Select all services (highlighted with a red box)

Add Products

Authorization (OAuth) (highlighted with a red box)

Address Validation

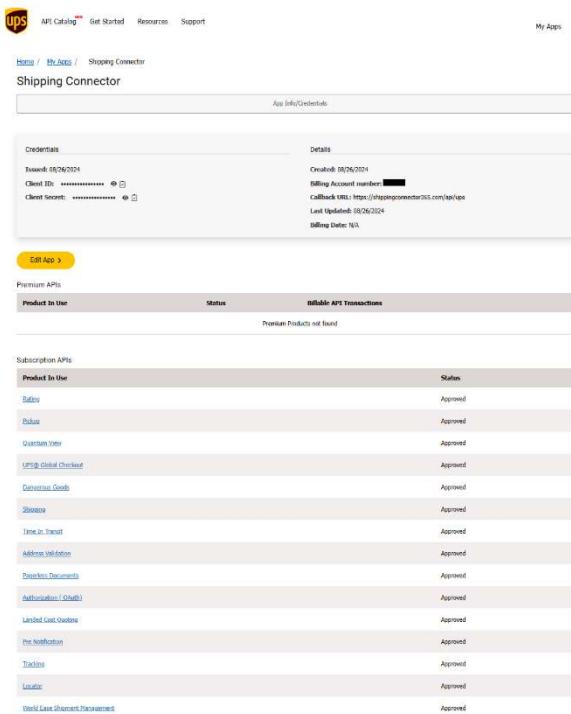
Locator

Rating

Time In Transit

UPS® Global Checkout

Click the Save button.
A confirmation page will display providing your account keys and confirming that all APIs are enabled.



The screenshot shows the 'Shipping Connector' app details page in the UPS API Catalog. The 'Edit App' button is highlighted with a red box.

App Info/Credentials

Created: 08/26/2024	Updated: 08/26/2024
Client ID: XXXXXXXXXX	Client Secret: XXXXXXXXXX
Billing Account number: XXXXXXXXXX	
Callback URL: https://shippingconnector365.com/api/ups	
Last Updated: 08/26/2024	
Billing Date: N/A	

Premium APIs

Product In Use	Status	Enabled API Transactions
Premium Products not found		

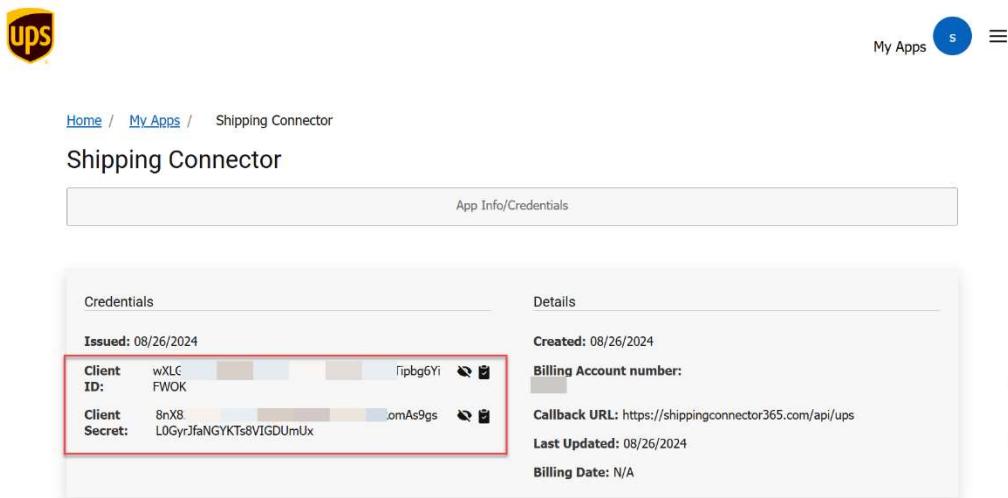
Subscription APIs

Product In Use	Status
Rating	Approved
Rating	Approved
Quantum View	Approved
UPS® Global Checkout	Approved
Dangerous Goods	Approved
Shipping	Approved
Time In Transit	Approved
Address Validation	Approved
Paperless Documents	Approved
Authorization (OAuth)	Approved
Landed Cost Quoting	Approved
Pre Notification	Approved
Tracking	Approved
Locator	Approved
World Wide Shipment Management	Approved

Step 4 – Shipping Connector Shipper

If you are not going to use the Shipping Connector Shipper application, or the Shipping Connector QuickShip feature – then you are done with UPS API account setup, **proceed to Step 5.**

Otherwise, copy/save the Client ID and Client Secret from the account confirmation page. You will need those keys to enable the shipping features in the Shipper or QuickShip apps.



The screenshot shows the UPS Shipping Connector app info page. At the top, there is a navigation bar with the UPS logo, 'My Apps' (with a 'S' icon), and a menu icon. Below the navigation, the page title is 'Shipping Connector'. A breadcrumb navigation shows 'Home / My Apps / Shipping Connector'. A sub-header 'App Info/Credentials' is visible above a table. The table has two sections: 'Credentials' and 'Details'. The 'Credentials' section contains the following data:

Issued:	08/26/2024
Client ID:	wXLc FWOK
Client Secret:	8nX8 L0GyrJfaNGYKTs8VIGDUmUx

The 'Details' section contains the following data:

Created:	08/26/2024
Billing Account number:	[REDACTED]
Callback URL:	https://shippingconnector365.com/api/ups
Last Updated:	08/26/2024
Billing Date:	N/A

Proceed to Step 5.

Step 5 – Enable Address Validation and Rate Shopping features in Business Central

If you intend to use the Address Validation or Rate Shopping features, you must authorize Shipping Connector to use your UPS account.

1. Open the Shipping Connector Shipping Agent Accounts page:
Search > Shipping Connector Setup > Administration > Shipping Agent Accounts.
2. Enter your six-digit UPS account number.
3. Click the Authorize access to your UPS account link.
4. Login to UPS.com.
5. Return to the account page
6. Toggle the Complete UPS account Authorization option.

Proceed to step 6.

Step 6 – Enable access to your UPS account in the Shipping Connector Shipper

If you intend to use the Shipping Connector Shipper application, then you will need to add the account information in Shipper setup.

1. Start the Shipper app.
2. Click the Shipper tab.
3. Select the Production option.
4. Select the UPS provider.
5. Enter your Account Number, Client ID, Client Secret.
6. Press the Authorize button.
7. Login to UPS.com, then return to the Shipper app.
8. Click OK to the confirmation dialog box button.
9. UPS API services will then be enabled.