

5. Commerce Hub: Configurations

The **Marketplace** → **Configurations** page lets you set up all your Marketplace lookup-lists—like order statuses, payment methods, and product categories—on a per-project basis. Each project has its own entries, but you can save time by clicking **Clone from project** to import another project's configuration in one step.

Navigating to Configurations

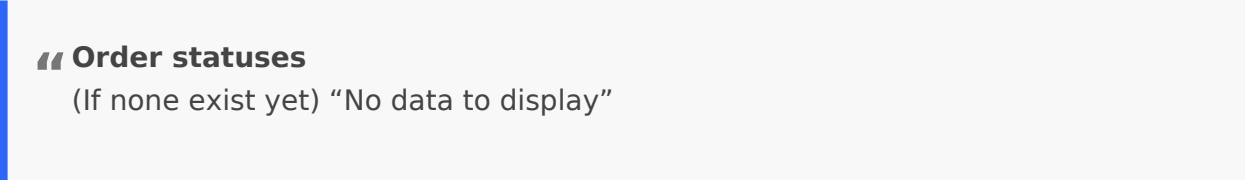
Open the side menu → **Marketplace** → **Configurations**.

At the very top of the Configurations page you'll find the **Settings by project** bar. This is your single-click switcher for viewing or editing any project's lookup lists:

1. **Search** - Filter the pill list by typing part of a project's name.
2. **Project pills** - Click a pill to load that project's configuration panels below.
3. **Horizontal scroll** - If you have many projects, scroll left/right to reveal hidden pills.

Below the project selector, you'll see **Order statuses**.

For example:



“ **Order statuses**
(If none exist yet) “No data to display”

Adding a New Order


Click + **Add** on the **Order statuses** card.

Fill in the **Add order** panel fields:

1. **Project:** (pre-selected) the target project.
2. **Name:** **Business**-facing status name (e.g. Pending).
3. **Color picker:** Choose the badge color for quick recognition.
4. **Make as default:** Sets this status as the default when new orders are created.
5. **Final:** Marks this status as a terminal (can't transition onward).
6. **Change reason required:** Requires users to enter a reason when changing the order status.

Click **Save** to create the new status.

Editing & Deleting Items

Once a status exists, use the **Edit** icon to modify Name, Color, or flags, and the  **Delete** icon to remove it.

Label is displayed in the Edit panel as a read-only field and cannot be modified.

Cloning from Another Project:

1. Click **Clone from project**.
2. In the modal, pick the **source project** whose items you want to copy.
3. Click **Clone**.
4. All statuses from that project instantly appear in your current project's list.

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