

SYNCIFY APP

End-User Guide

Customize, modern integration platform for real-time

Shopify product sync and Data migration

How-to guide covering login, connections, Shopify Admin API tokens, products, customers, orders, migrations, users, and security.

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Created by M Khubaib khan

6. Products

6.1 Product listing

1. From a connection card, open Products.
2. Use search, filters, and pagination as shown on the listing toolbar.
3. Use listing actions such as:
 - Fetch All Data From Shopify — pull latest products into Syncify database for this store
 - Push to Shopify — All / Selected — send MySQL / Syncify records to Shopify
 - Open Product in Shopify Admin / View on storefront (when one row is selected)
 - Delete Products in Shopify (confirm carefully)

6.2 Product detail

4. Open a product from the listing.
5. Edit main fields (title, description, handle, status, etc.).
6. Use tabs for Options, Variants, Images, Metafields, Tags, Collections, SEO, Orders.

Save to database

- Click Save to DB to persist drafts (including images saved locally) without pushing to Shopify yet.

Save to Shopify

- Click Save to Shopify to upload pending / DB images and update the live Shopify product (variants, SKU, barcode, media overwrite rules as configured).

Variants — SKU & barcode

- Open the Variants tab.
- Edit SKU and barcode (and price / options as needed).
- Save to DB and/or Save to Shopify.

Unsaved changes

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Push to Shopify - All Products

Push to Shopify - Selected Products

Fetch All Data From Shopify

Open Product in Shopify Admin

View Product in Shopify Store

Delete Products in Shopify

Q Search products...

Showing 7 of 7 products <https://ps-product-filter.myshopify.com> Last Fetched from Shopify: 1 minute ago

ACTIONS	Shopify ID	Title	Status	Type	Vendor	Variants	Created At	Updated At
	Shopify ID	Title	All	Filter	All	All	FROM mm/dd/yyyy TO mm/dd/yyyy	FROM mm/dd/yyyy TO mm/dd/yyyy
▶ ☐ 	7070145085590	A Product	Draft		ps-product_filter	1	9/23/2026, 10:12:48 PM	9/19/2024, 9:28:38 PM
▶ ☐ 	7070146920598	B Product	Active		ps-product_filter	1	9/23/2026, 10:12:48 PM	7/18/2026, 6:20:53 AM
▶ ☐ 	7073535754390	misty haze	Active		ps-product_filter	1	9/23/2026, 10:12:48 PM	7/18/2026, 5:47:35 PM
▶ ☐ 	7073535819926	bold field	Active		ps-product_filter	1	9/23/2026, 10:12:48 PM	7/18/2026, 5:47:35 PM
▶ ☐ 	7073535885462	white moon	Active		ps-product_filter	1	9/23/2026, 10:12:48 PM	7/18/2026, 5:47:35 PM
▶ ☐ 	7073535918230	cold bush	Active		ps-product_filter	1	9/23/2026, 10:12:48 PM	7/18/2026, 5:47:35 PM
▶ ☐ 	7073535983766	rough leaf	Active		ps-product_filter	1	9/23/2026, 10:12:48 PM	7/18/2026, 5:47:36 PM

If you navigate away with unsaved edits, Syncify may warn you. After a successful Save to DB or Save to Shopi

SETUP

PRODUCTS

CUSTOMERS

ORDERS

VARIANTS

INVENTORY

LOCATIONS

PRICE RULES

← Back to Products

Fetch This Product From Shopify

Open Product in Shopify Admin

View Product in Shopify Store

Save to DB

https://ps-product-filter.myshopify.com

Last Fetched from Shopify: 2 minutes ago

Save changes to Shopify

Product Details

Product ID

7070145085590

Product Title

A Product

Description

A product description

Handle

a-product

Status

Draft

Options

Variants

Images

Metafields

Tags

Collections

Seo

Orders

Options

Add Option

Name	Position	Values	Actions
Title	1	Default Title	Delete

7. Customers

1. With an active connection, open Customers from the new-page navigation / listing shell.
2. Fetch customers from Shopify into Syncify when you need a refresh.
3. Open a customer detail to edit profile, addresses, tags, metafields.
4. Save to DB and Save to Shopify as needed.

Toolbar actions typically include fetch from Shopify, open in Admin, delete selected (with confirmation). the warning should clear until you edit again.



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Fetch All Data From ShopifyOpen Customer in Shopify AdminDelete Customers in Shopify

Showing 3 of 3 customers <https://sadu433.myshopify.com> Last Fetched from Shopify: not available

ACTIONS	Shopify ID ↓ Shopify ID	First Name ↓ Filter	Last Name ↓ Filter	Email ↓ Filter	Phone ↓ Filter	Orders ↓ Filter	Total Amount Spent ↓ Filter	Created At ▼ FROM mm/dd/yyyy TO mm/dd/yyyy	Updated At ↓ FROM mm/dd/yyyy TO mm/dd/yyyy
 ☐	9662981485847	Johnb	Doeb	john.doe@shopify.com	-	3	PKR 519	5/26/2026, 3:48:44 PM	8/17/2026, 2:12:11 PM
 ☐	9647439741287	malik1	zahid2	abdul2test@gmail.com	+923017660526	1	PKR 0	5/21/2026, 4:29:44 PM	7/15/2026, 10:17:40 AM
 ☐	9635667083543	Abdul	Razzaq78678865999	itsabdulrazzaq181@gmail.com	+923037660526	1	PKR 0	5/18/2026, 4:45:52 PM	7/31/2026, 2:52:38 PM

Orders

12. Open Orders for the active store connection.
13. Fetch from Shopify to refresh local data when required.
14. Open an order detail to review line items, tags, metafields, and related fields.
15. Use Save / update actions as provided on the detail page.
 - You can open the order in Shopify Admin from the listing toolbar when a single order is selected.

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Fetch All Data From Shopify

Open Order in Shopify Admin

Delete Orders in Shopify

Q Search orders...

Showing 6 of 6 orders <https://sadu433.myshopify.com> Last Fetched from Shopify: not available

New Orders

ACTIONS	Order # Filter	Date Processed FROM mm/dd/yyyy TO mm/dd/yyyy	Bill to Name Filter	Total Discounts Filter	Sub Total Filter	Shipping Filter	Total Tax Filter	Total Filter	Financial Status All	Fulfillment Status All
▶ ☐	#1001	8/17/2026, 6:13:33 PM	malik1 zahid2	0	0	0.00	0.00	23.00	Refunded	Fulfilled
▶ ☐	#1002	7/31/2026, 5:37:16 PM	Abdul Razzaq78678865999	0	0	0.00	0.00	49.50	Refunded	Fulfilled
▶ ☐	#1003	7/31/2026, 5:37:15 PM	Abdul Razzaq78678865999	0	0	0.00	3.20	23.19	Paid	Fulfilled
▶ ☐	#1004	7/31/2026, 5:37:15 PM	Johnb Doeb	0	0	201.00	0.00	275.99	Paid	Unfulfilled
▶ ☐	#1006	7/31/2026, 5:37:15 PM	Abdul Razzaq78678865999	0	0	101.00	0.00	175.99	Refunded	Fulfilled
▶ ☐	#1007	7/31/2026, 5:37:15 PM	Abdul Razzaq78678865999	0	0	101.00	12.00	187.99	Paid	Unfulfilled

9. Users (Admin only)

The Users menu is visible only to Admin roles.

16. Go to Users.
17. Add User — enter name, email, password, and role (e.g. Admin or User).
18. Save. The new user signs in with email/password and must complete 2FA enrollment.

Edit or remove users as needed from the users' tab

10. Settings

1. Open My Settings from the avatar menu.
2. Review Two-Factor Authentication status (Enabled / required at next login).

2FA is required on all accounts and cannot be disabled from the UI

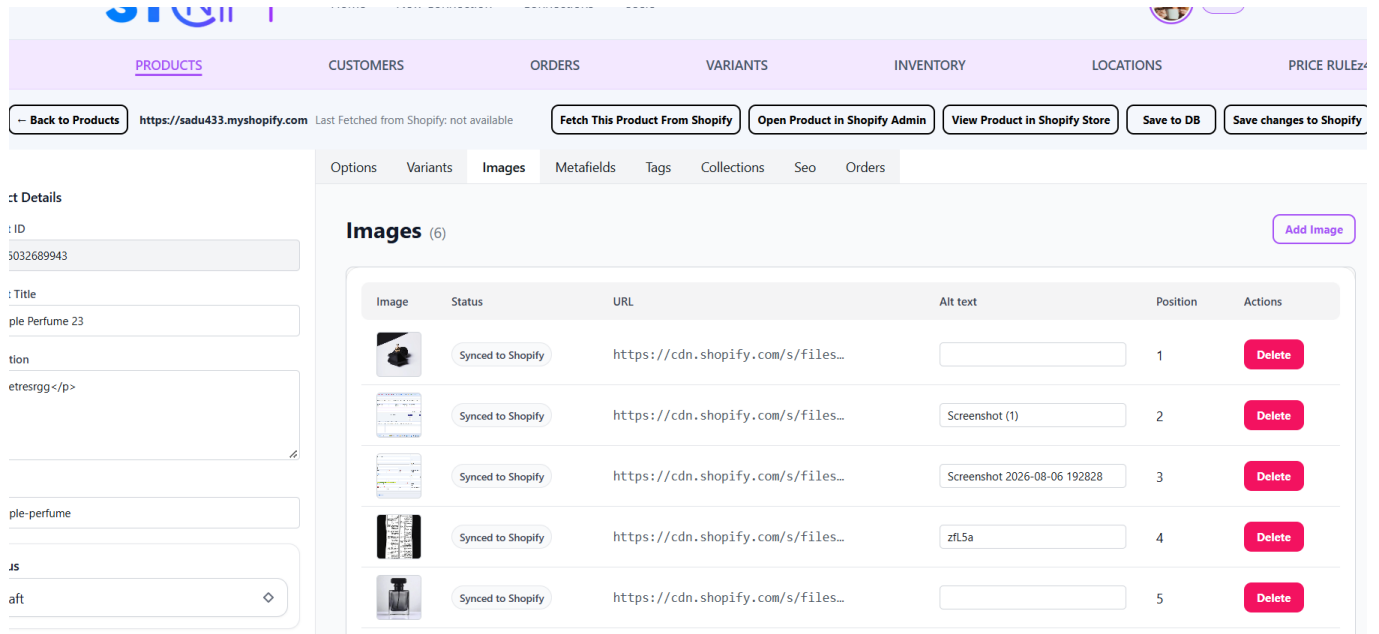
11. Typical workflows (quick recipes)

11.1 Connect a new Shopify store end-to-end

3. Create custom app + token in Shopify (Section 3).
4. Syncify → New Connection → Shopify → Add New Connection.
5. Enter store URL + token + connection name → save.
6. Connections → open the card → Products.
7. Fetch All Data From Shopify.

11.2 Update a product image and push live

8. Open product → Images tab → add/upload images.
9. Save to DB.
10. Save to Shopify.



11. Confirm images in Shopify Admin or storefront.

11.3 Fix SKU / barcode on a variant

12. Product detail → Variants → edit SKU/barcode.
13. Save to Shopify.
14. Verify in Shopify Admin → product → variant.

11.4 Migrate from FileMaker to Shopify

15. Configure FileMaker source connection and Shopify destination.
16. Map columns on New Connection / integration mapping screen.
17. Run migration / test as prompted.
18. Review products in Connections → Products

12. Troubleshooting

Login asks for OTP but I never scanned a QR

Your account already has 2FA enabled. Use the authenticator that was enrolled, or ask an admin to reset `twofa_secret` so you can enroll again.

Wrong password / user not found

Confirm email spelling. Use Forgot password if needed. Ask an admin if the account exists

Session expired / logged out

Sign in again. Long inactivity may end the session.

13. Glossary

- Connection — Saved store credentials (URL + token + name) for your Syncify user.
- Admin API token — Shopify custom app secret (`shpat_...`) used by Syncify.
- Save to DB — Persist changes in Syncify's database only.
- Save to Shopify — Push changes to the live Shopify store.
- Fetch from Shopify — Pull latest data from Shopify into Syncify.
- 2FA / TOTP — Time-based one-time password from an authenticator app.
- Migration — Mapping and moving data from a source (e.g. FileMaker) into Shopify.

14. Support

For access issues, connection setup, or feature questions, contact your Syncify administrator or implementation team. Keep store tokens private; share screenshots without revealing full secrets.

