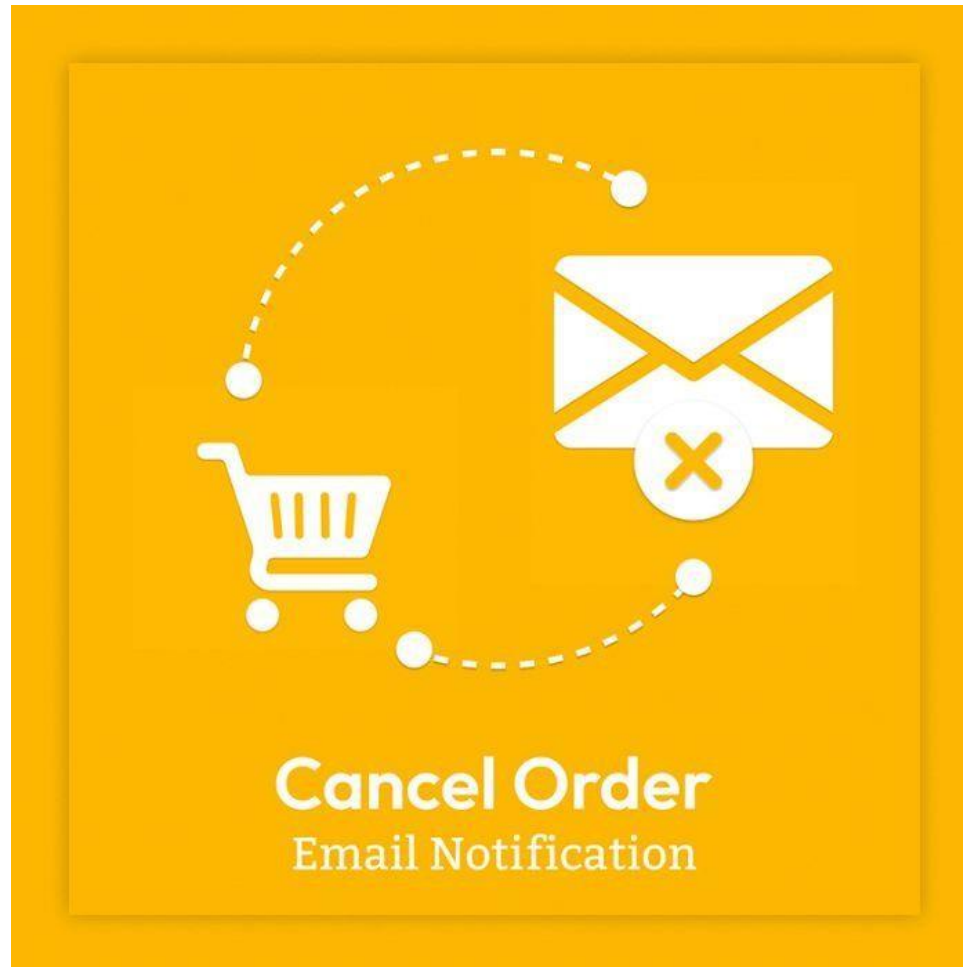




Magento Compatibility Version 2.*

Configuration Guide

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Preface:

This document provides information on how configure and use **Cancel Order Email Notification** extension in Magento.

Disclaimer:

Expound Coderz reserves the rights to add, remove, modify and add new features to its this extension. Expound Coderz reserves the rights to remove any feature of its products that does not fulfill expectations.

We don't give guarantee for our extension worked on third party magento extensions or themes and customwork on default themes or extension.

Introduction:

Cancel Order Email Notification helps to send email notification to customer when admin cancel order from backend.

Using our extension, customer can know that my order is cancelled by email. Default Magento does not send order cancel email notification to customer.

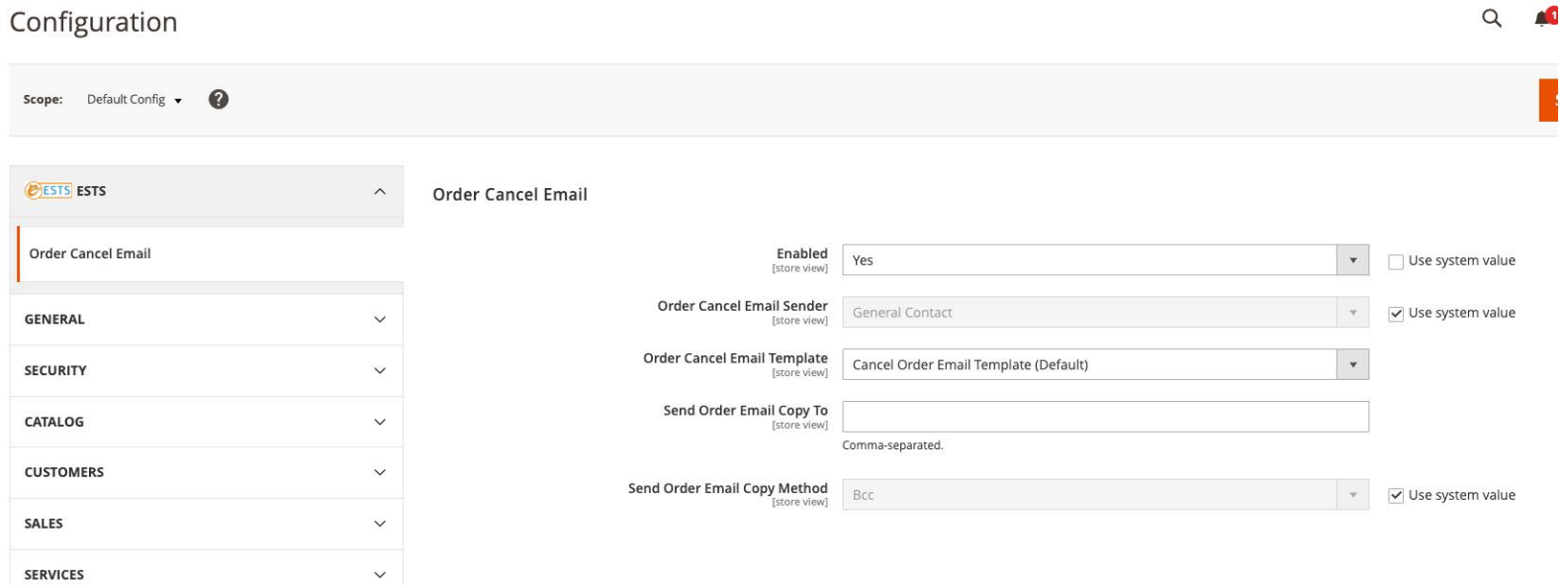
Features:

1. Admin can Enable/Disable from setting.
2. Send Email Notification to the customer after cancelled order from admin
3. Easy to install and easy to set up.
4. Admin can easily customize email Notification template design
5. Standard Magento code functionality
6. User-friendly and not make a conflict with other extensions.

Configuration:

Step 1: Login to Magento admin and Go to Store->Configuration section you will see the **Ests** tab in the left menu.

Step: 2: Click to **Order Cancel Email**:



The screenshot shows the Magento Configuration interface. At the top, there's a 'Configuration' header with a search icon and a user profile icon. Below this, a 'Scope' dropdown is set to 'Default Config'. The left sidebar shows the 'eSTs ESTS' menu with a sub-menu 'Order Cancel Email' selected. The main content area is titled 'Order Cancel Email' and contains several settings:

- Enabled** [store view]: A dropdown menu set to 'Yes', with a checkbox 'Use system value'.
- Order Cancel Email Sender** [store view]: A dropdown menu set to 'General Contact', with a checked checkbox 'Use system value'.
- Order Cancel Email Template** [store view]: A dropdown menu set to 'Cancel Order Email Template (Default)'.
- Send Order Email Copy To** [store view]: A text input field, with a note 'Comma-separated.' below it.
- Send Order Email Copy Method** [store view]: A dropdown menu set to 'Bcc', with a checked checkbox 'Use system value'.

Select Order Cancel Email section:

- Enable /Disable
- Change Cancel Order email Sender By select Option
- Change Cancel Order Email Template
- Add Email in Order copy Email
- Change Send Order Email Copy Method

Step: 3 Save configuration.

Email Notification View:

Your Main Website Store order is Cancelled Inbox x

Owner <expoundsolution@gmail.com> 5:32 PM (14 minutes ago) ☆
to me ▾



Hello admin,
Your order has been cancelled.
Cancelled On: Nov 12, 2025, 5:02:57 AM
Below are the items included in this cancelled order:

Product	SKU	Qty Canceled	Price
Joust Duffle Bag	24-MB01	1	15.99
Push It Messenger Bag	24-WB04	1	45
Marco Lightweight Active Hoodie	MH13-XS-Blue	11	74

Support:

You can contact us at:

Email: contact@expoundcoderz.com

Support: contact@expoundcoderz.com

We will be ready to help you always!

You can also send us your feedback. Comments, suggestions, and opinions are largely appreciated. You can also follow us on Facebook, Twitter, and LinkedIn to know the latest news and offers:

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