How to Archive WooCommerce Orders to Google Drive

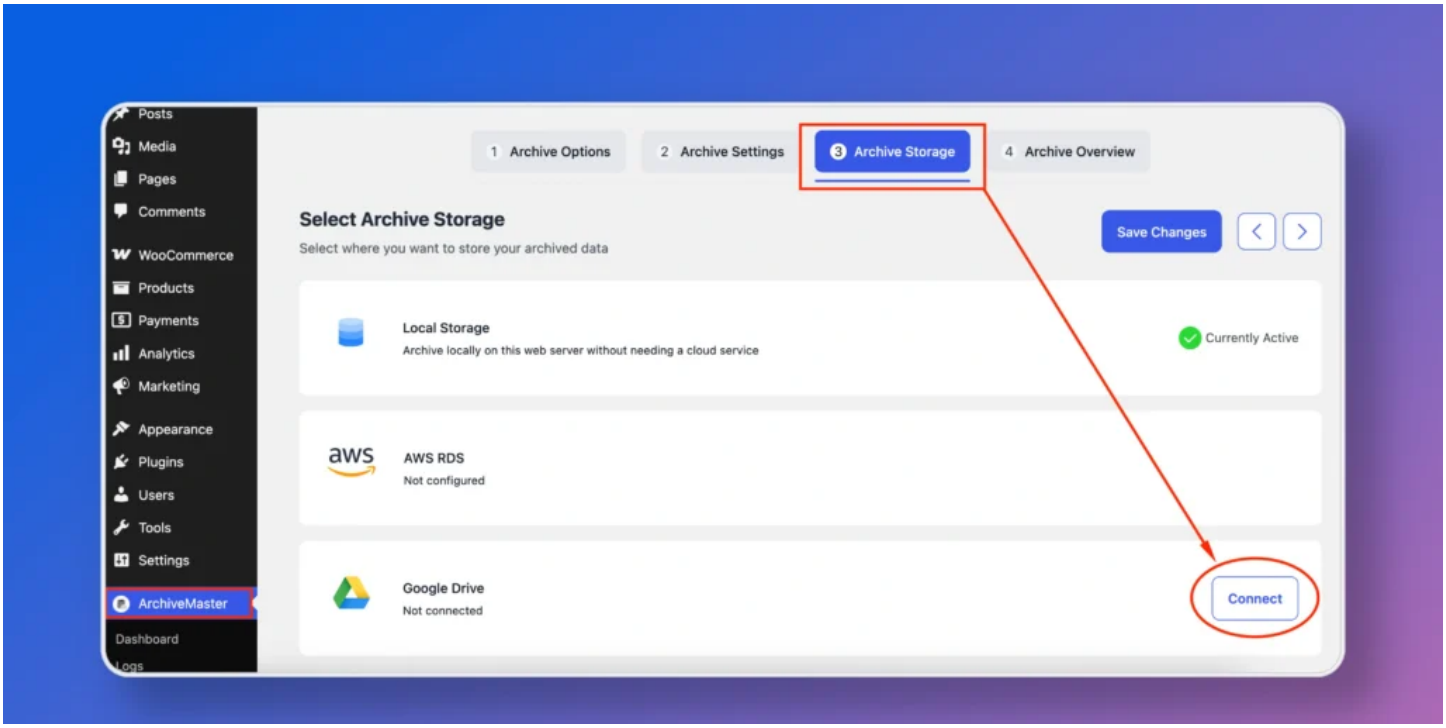
ArchiveMaster · https://wppool.dev/docs/how-to-archive-woocommerce-orders-to-google-drive/

Overview:

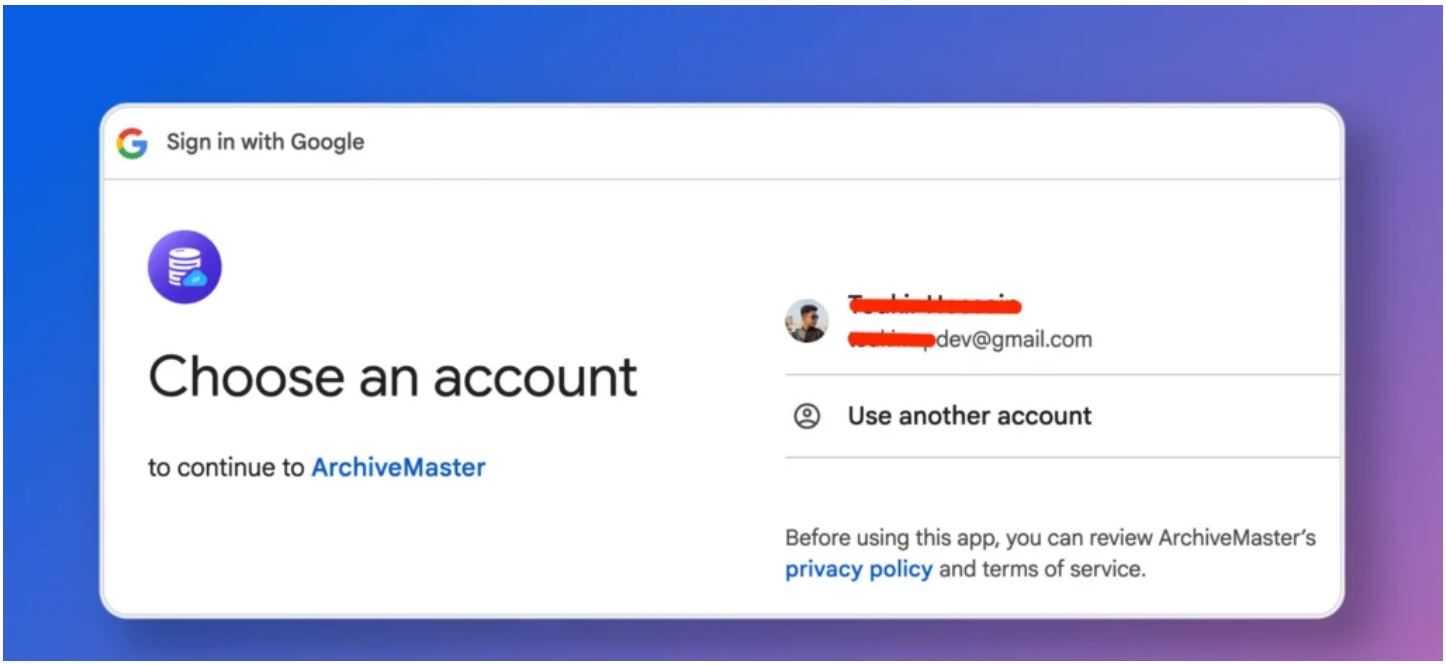
The **Google Drive Storage** feature allows you to archive WooCommerce orders from any chosen date range, such as **7 days, 15 days, 1 month, etc, or custom date ranges**. This ensures your website remains **lightweight and optimized**, while all your past orders are securely **stored in Google Drive** for easy access and backup.

How to Connect Google Drive:

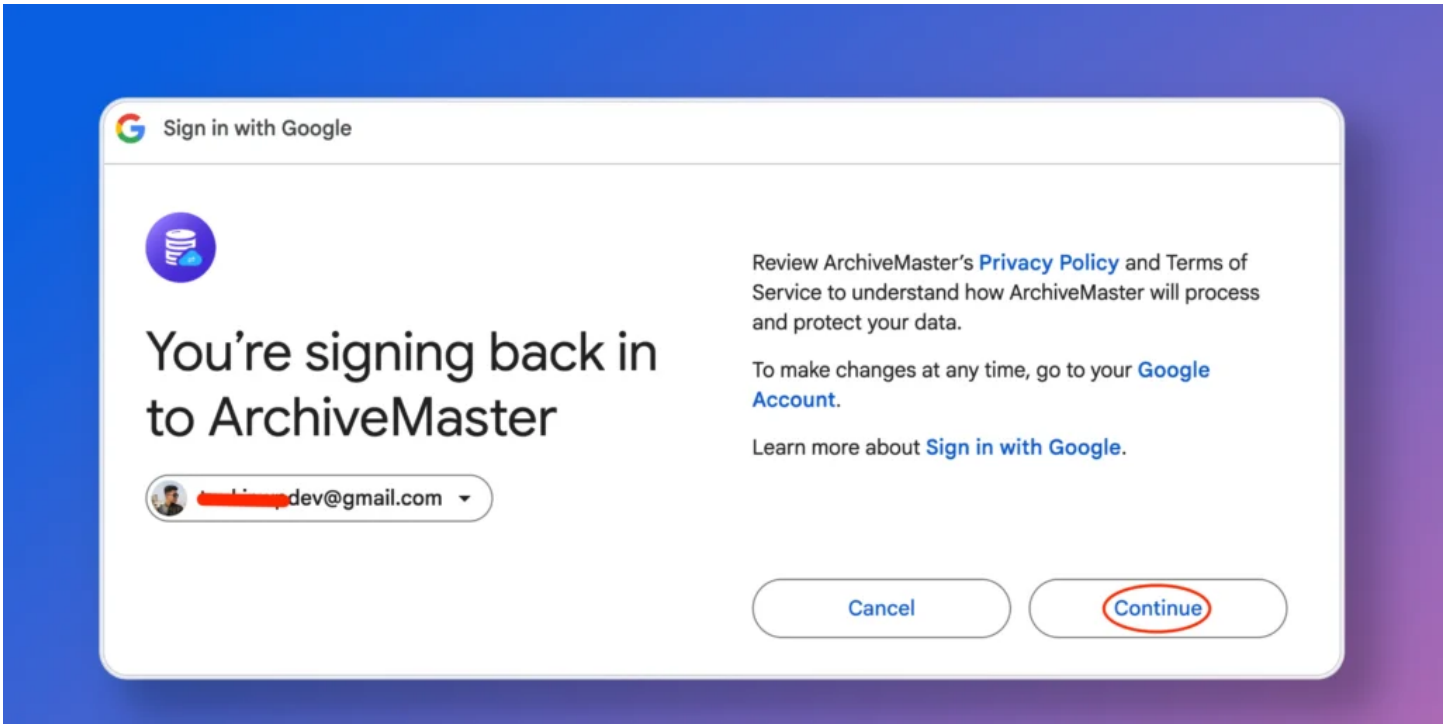
Navigate to **ArchiveMaster** > **Archive Storage** > Click on the Google Drive "**Connect**" button.

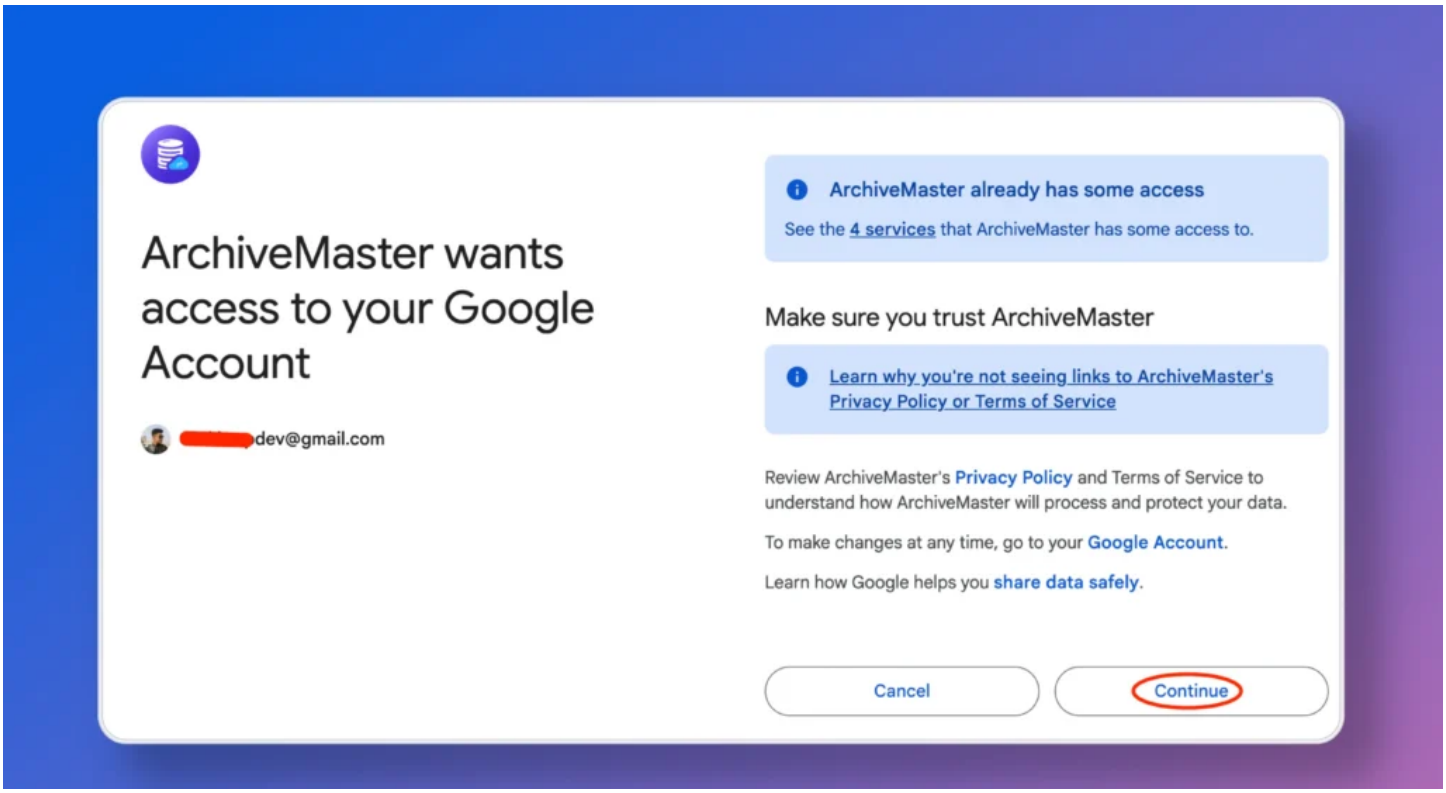


Choose your **Google account** when prompted.

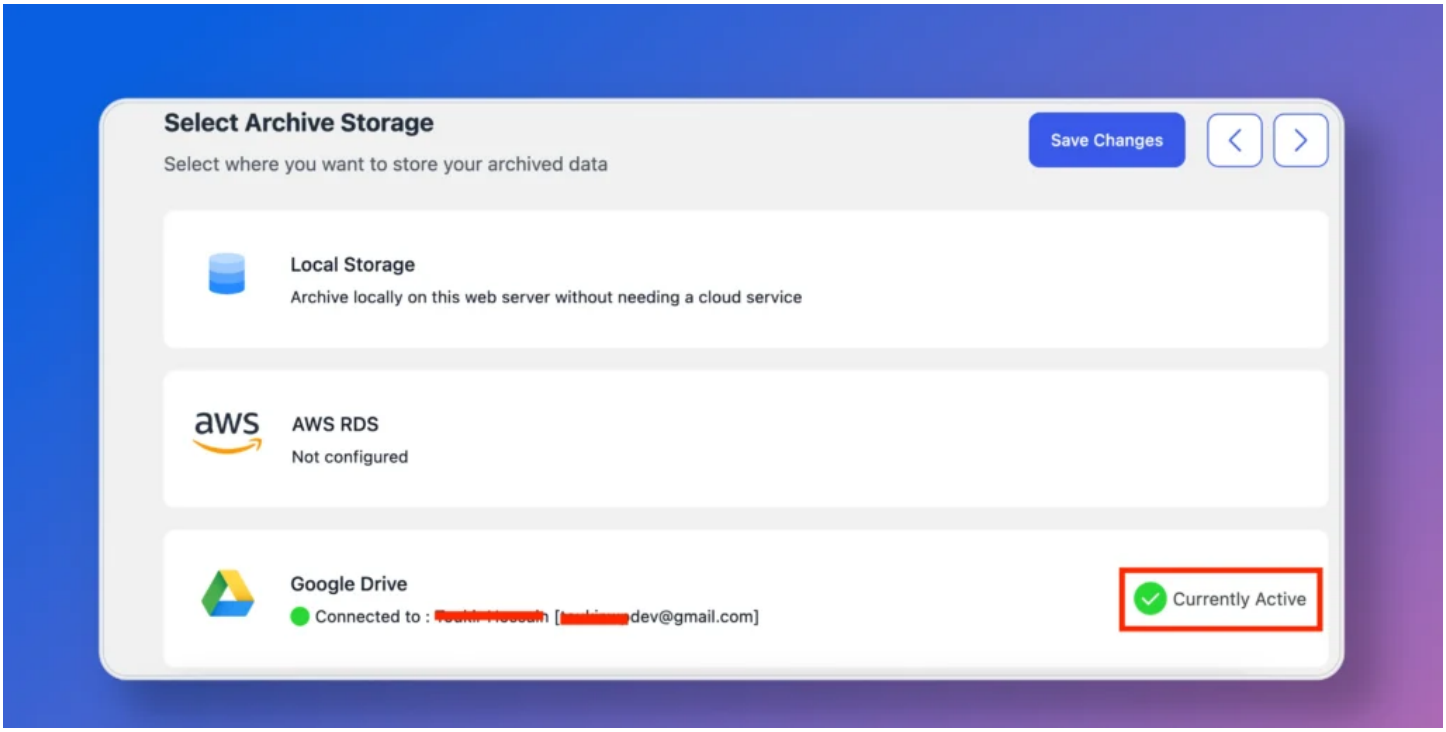


Just click "**Continue**" to safely allow the needed permissions and go ahead.





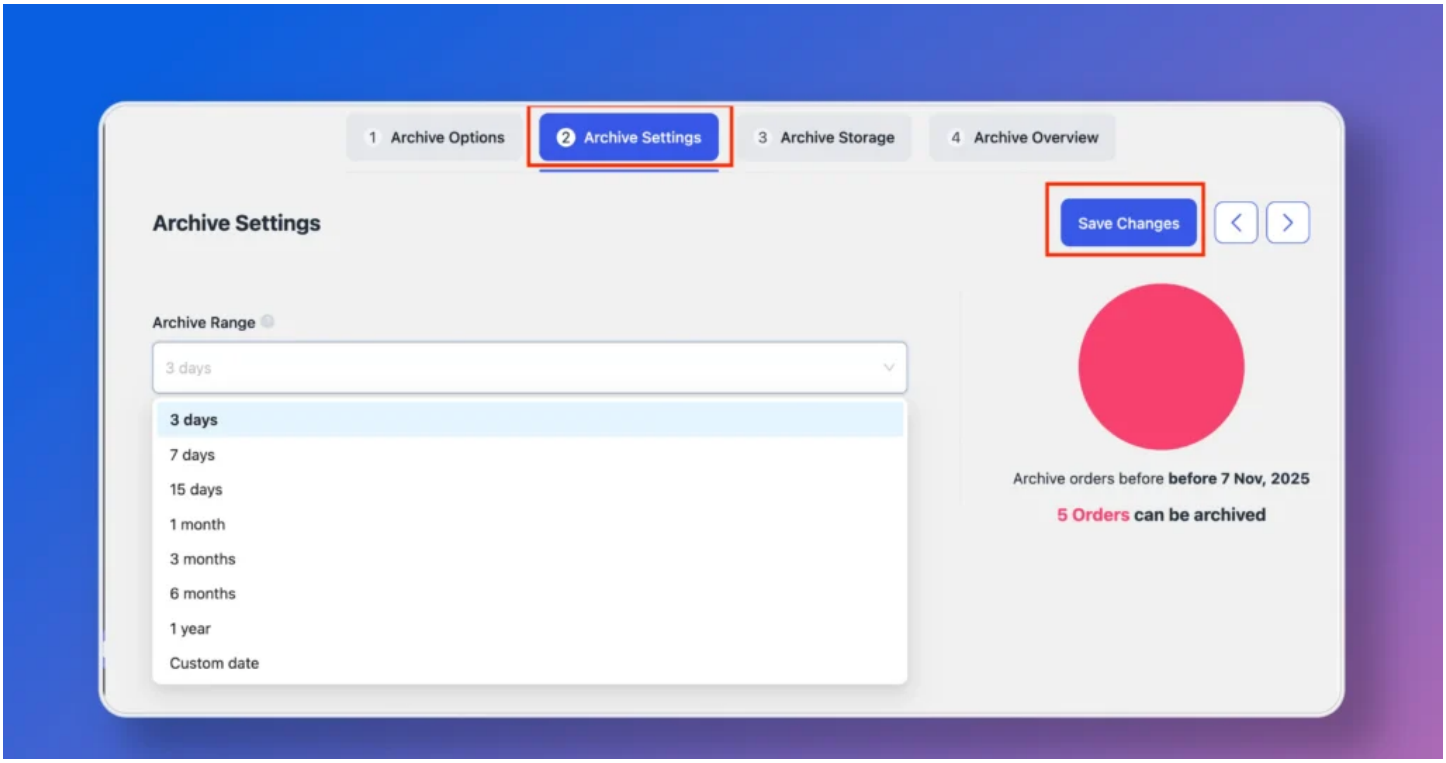
Once connected, you'll see the **Google Drive status** updated in your dashboard.



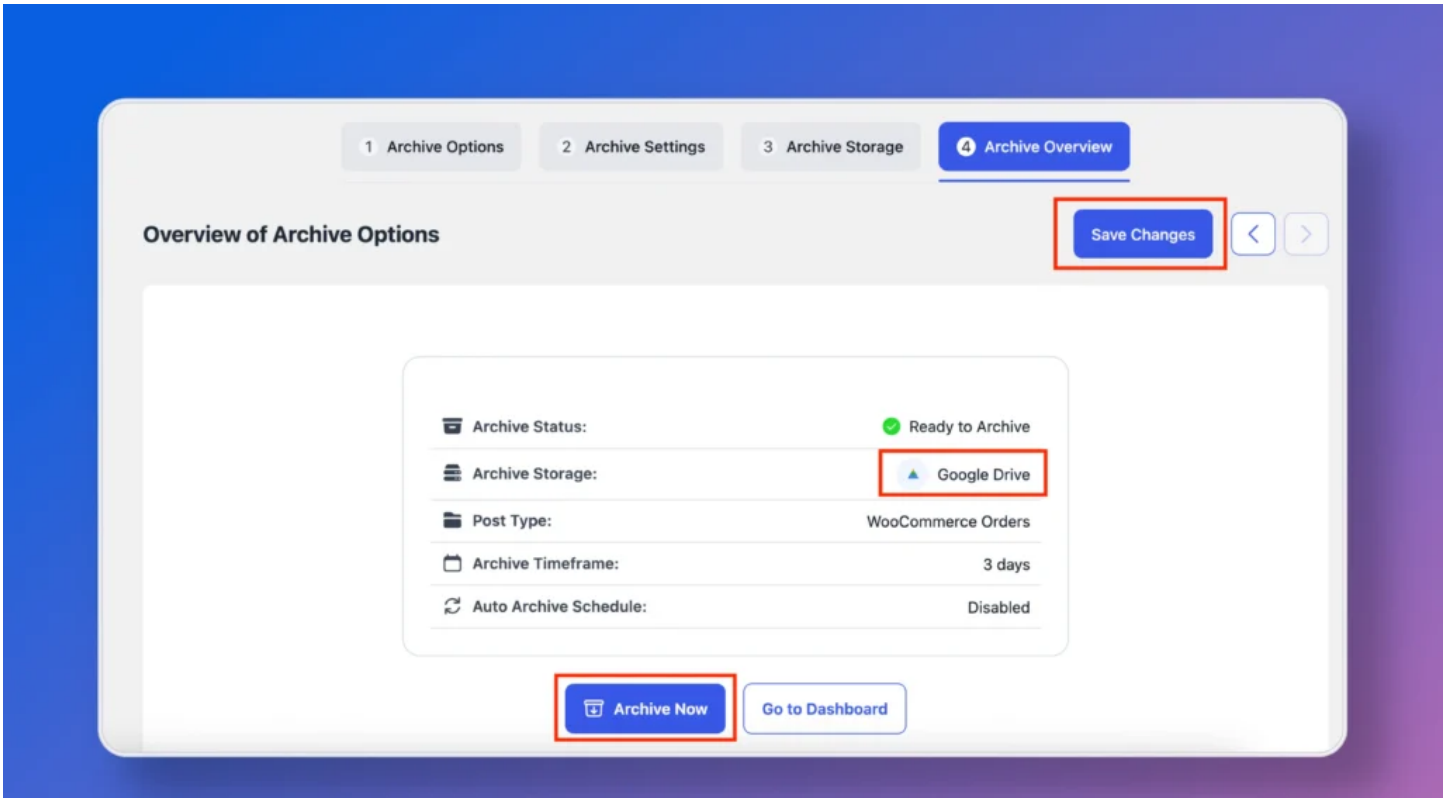
ArchiveMaster is now successfully connected to your Google Drive!

How to Archive Orders:

Go to the **Archive Settings**. Select the **desired date range** (e.g., 7 days, 15 days, 1 month, etc, or custom date ranges).



Save your settings and then click **“Archive Now”** to proceed.



ArchiveMaster will securely transfer your selected orders to Google Drive. You can check the archive logs or status anytime from the log of ArchiveMaster.