Zapier Integration Set-up

This guide has been put together to give you a step by step guide for setting up an integration with Zapier and Approval Donkey.

What is Zapier and how do I set it up?

Connect Approval Donkey to hundreds of other apps with Zapier.

The Zapier & Approval Donkey Zapbook (https://zapier.com/zapbook/Approval Donkey/) lets you connect Approval Donkey to hundreds of other web services. Automated connections called Zaps, set up in minutes with no coding, can automate your day-to-day tasks and build workflows between apps that otherwise wouldn't be possible.

Each Zap has one app as the **Trigger**, where your information comes from and which causes one or more **Actions** in other apps, where your data gets sent automatically.

Getting Started with Zapier

Sign up for a free Zapier (https://zapier.com/sign-up) account, from there you can jump right in. To help you hit the ground running, here are some popular pre-made Zaps (Approval Donkey Zapbook).

How do I connect Approval Donkey to Zapier?

- Log in to your Zapier account (https://zapier.com/sign-up) or create a new account.
- Navigate to "Connected Accounts" from the top menu bar.
- Now click on "Connect new account" and search for "Approval Donkey"
- Use your credentials to connect your Approval Donkey account to Zapier.
- Once that's done you can start creating an automation! Use a pre-made Zap or create your own with the Zap Editor. Creating a Zap requires no coding knowledge and you'll be walked step-by-step through the setup.
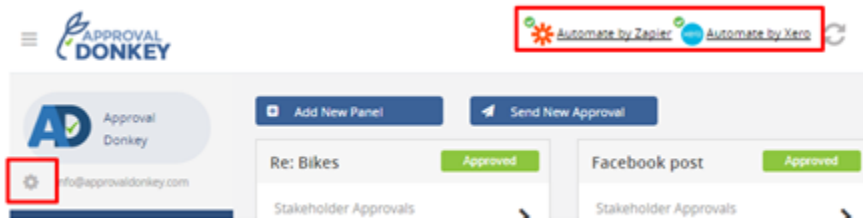
Setting up Zapier using Zap Templates

Note: To set-up conditional mapping using e.g. tracking codes or set amounts please refer to the '**Xero Conditional Fields**' Guide.
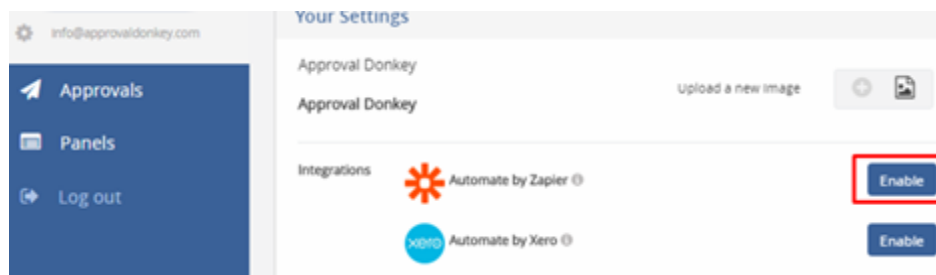
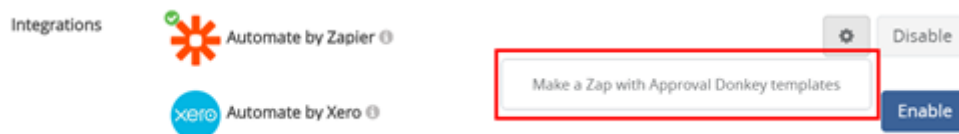Login to the Approval Donkey Dashboard.

Select the Integration Icon to go to the Settings page.

Select the Enable button for the Zapier icon.

Select 'Make a Zap with Approval Donkey templates'

Select from anyone of our popular Zap templates

Follow the Zapier steps and select the 'Create the Zap'

Follow the Zapier workflow to set-up the Zap.
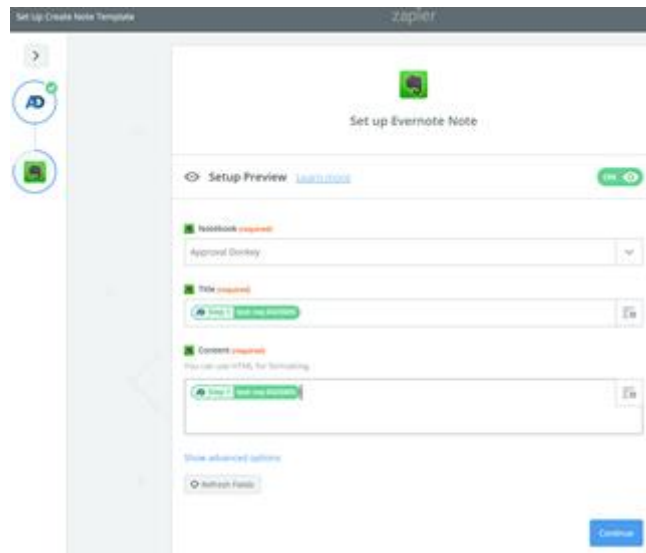
It's Done!

Zapier guides you through the process to make the set-up really easy. .Just close the Zapier window to go back to Approval Donkey.