How to Automatically Complete WooCommerce Orders

How to · https://wpfactory.com/docs/woocommerce-auto-complete-orders/

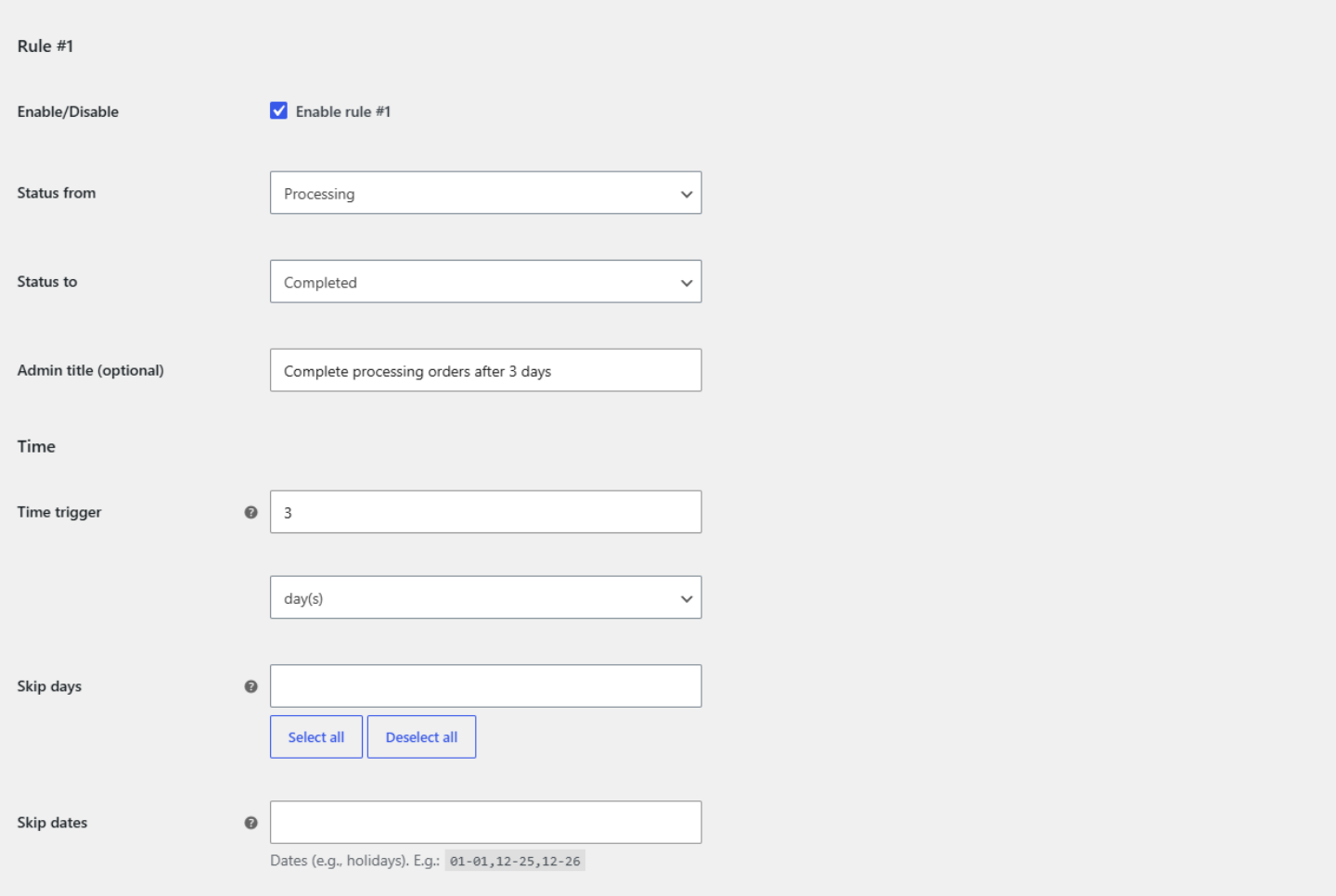
To automatically complete WooCommerce orders, create a rule that moves orders from **Processing** to **Completed** after a set time or immediately. Scheduled & Automatic Order Status Controller for WooCommerce is well suited to stores selling virtual or downloadable products, where paid orders can be marked complete without manual review.

Before you start

- WooCommerce, active.
- Order Status Rules installed. One rule is enough, so the free version covers this.

Set up the rule

Go to **WPFactory > Order Status Rules** (also reachable at **WooCommerce > Settings > Order Status Rules**) and open the **Rule #1** section.



1. Tick **Enable rule #1**.
2. Set **Status from** to **Processing**.
3. Set **Status to** to **Completed**.
4. Set **Time trigger**. Use `0` to complete the order as soon as it reaches Processing, or a delay such as `3` **day(s)** to give a window for cancellations.
5. Click **Save changes**.

Complete only the right orders

Add conditions so the rule targets the orders you intend:

- **Order Products**: set **Product stock status** or specific **Products** / **Product categories** so only digital items auto-complete, using the **Require** or **Require all** action.
- **Payment gateways**: complete only orders paid through gateways you trust to confirm payment immediately.

> **Tip:** the **Require all** action means every item in the order must match the selection, which is useful when you only want to complete orders that contain nothing but downloadable products.

Keep it running

Confirm a scheduler is enabled in the **Advanced** section so Processing orders are re-checked over time, and use **Run all rules now** on the **Tools** section to apply the rule to existing orders.

Run several rules together

Auto-completing orders is one rule, which is free. To combine it with cancelling unpaid orders and other transitions, Order Status Rules Pro removes the single-rule limit. See what Pro unlocks.



ORDER STATUS RULES

See every feature and the pricing on the Order Status Rules plugin page.

View plugin →

Related articles

- How to Automatically Cancel Unpaid WooCommerce Orders
- Run Order Status Rules Automatically: Cron and Action Scheduler
- How to Schedule Order Status Changes with Time Triggers
- How to Copy and Reset Order Status Rule Settings
- Set the Default and Payment-Gateway Order Statuses