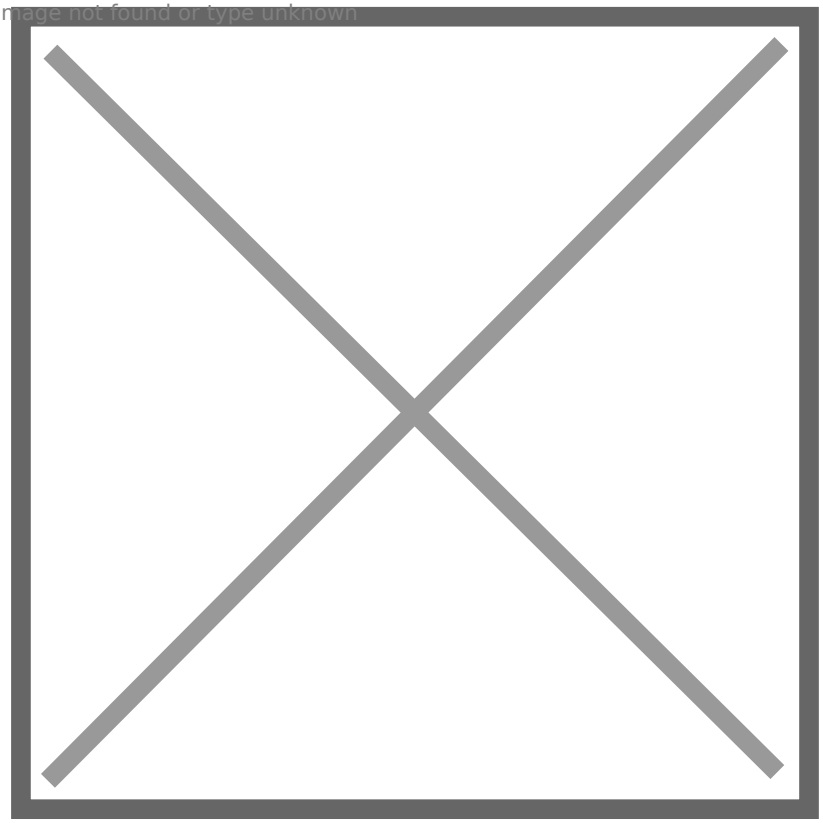
Copying a Product

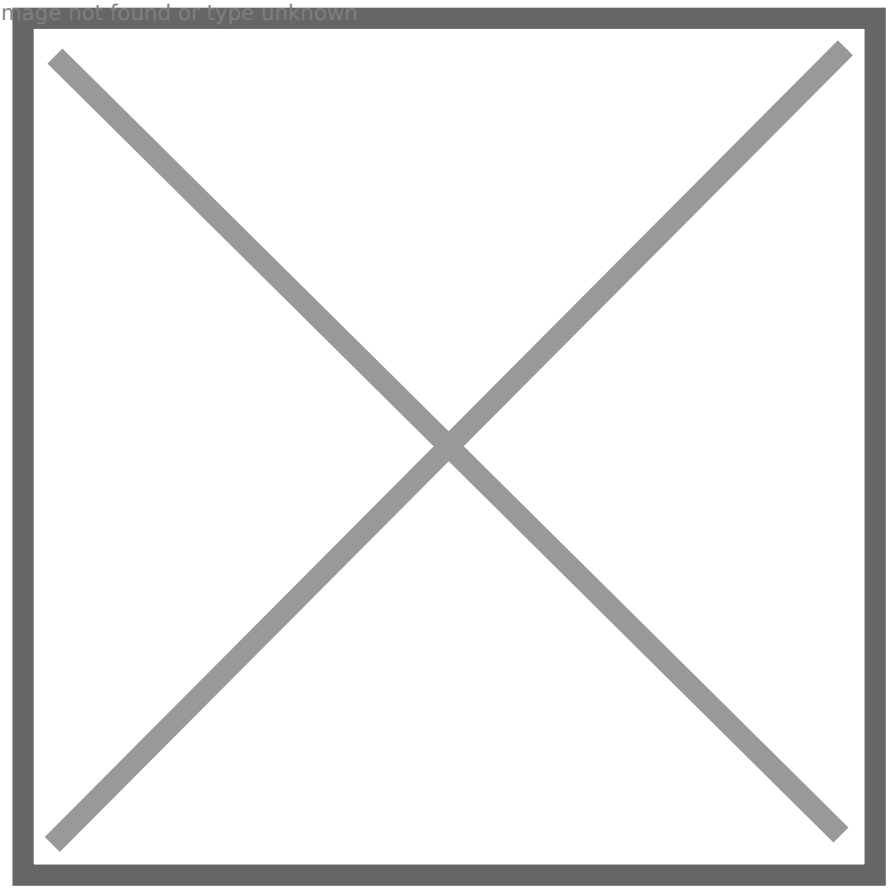
1. Click "Catalogue"

Image not found or type unknown



2. Click the "Product Search:" field.

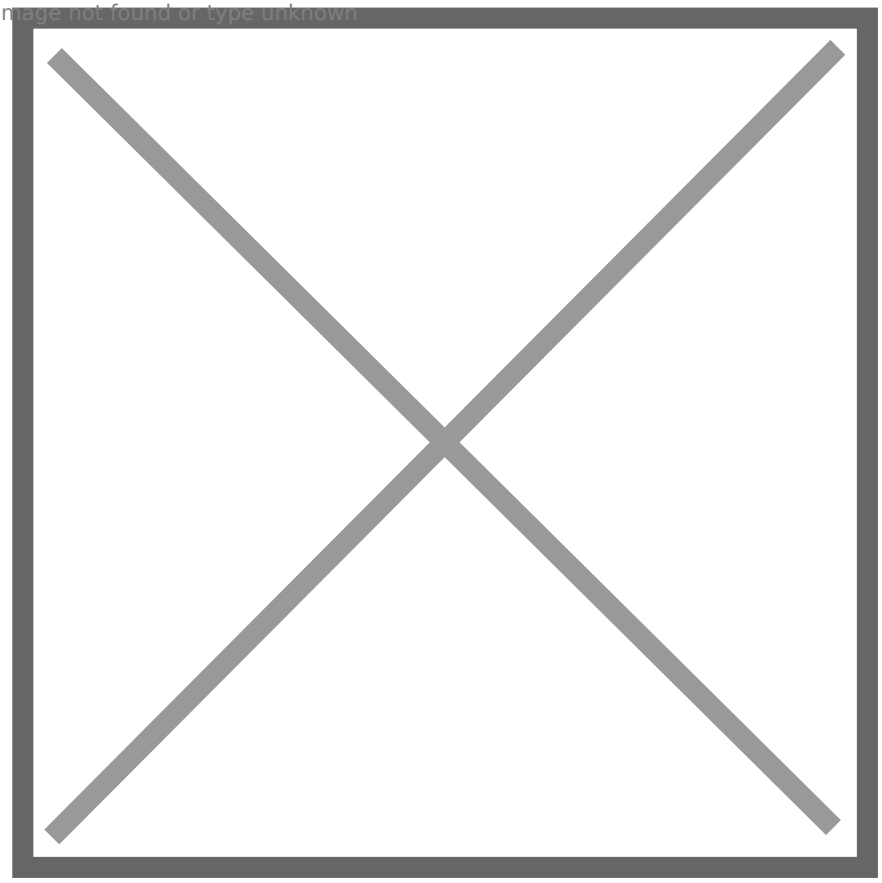
Image not found or type unknown



3. Type the product you are looking for in to the search field. In this example we've used "strawberry".

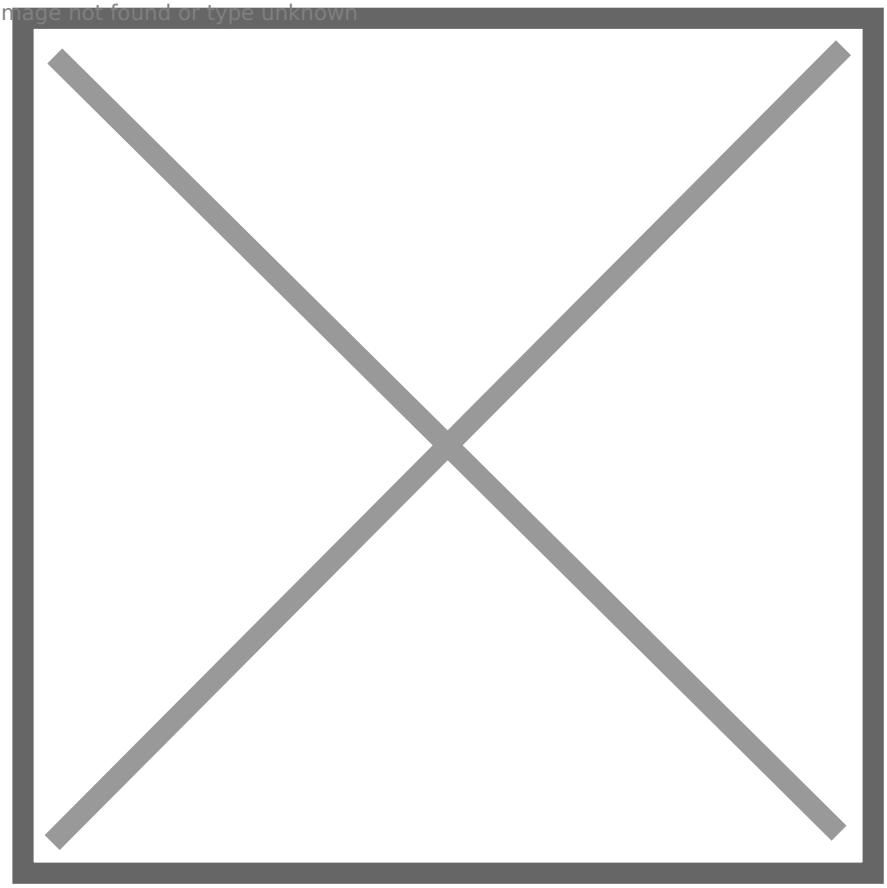
4. Click 'Search'.

Image not found or type unknown



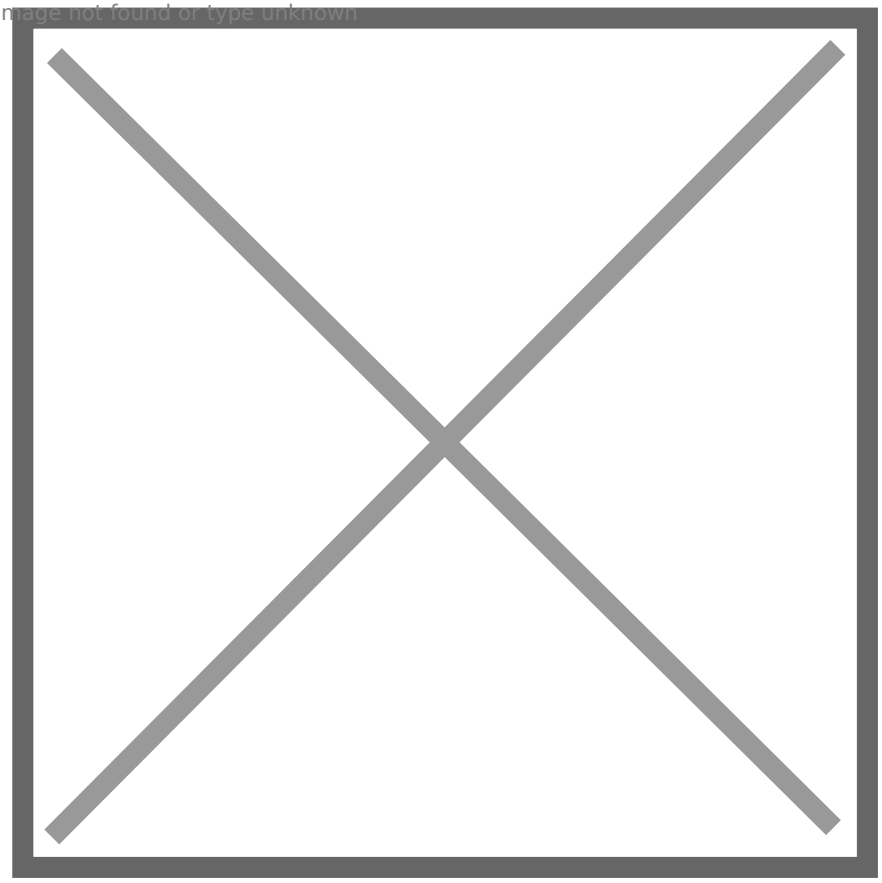
5. Once you've found the product you wish to copy, click the blue copy icon.

Image not found or type unknown



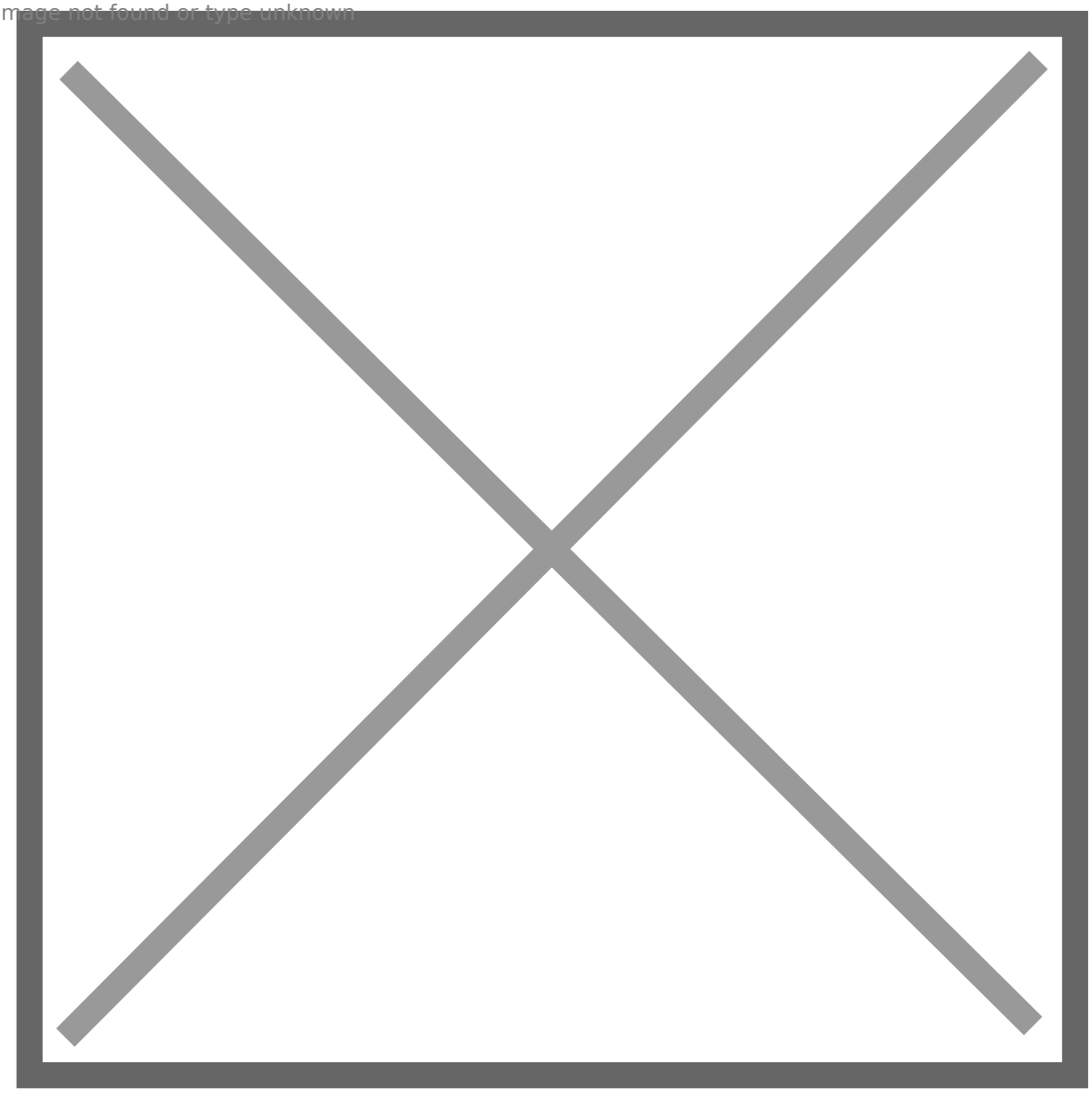
6. You will receive a popup asking if you are sure you want to make a copy. If you are happy, click 'OK' to continue.

Image not found or type unknown



7. A copy of the product will now be created. It will have the same name with a 'COPY' suffix.

Image not found or type unknown



Revision #8
Created 30 September 2024 10:18:24
Updated 30 September 2024 11:28:36