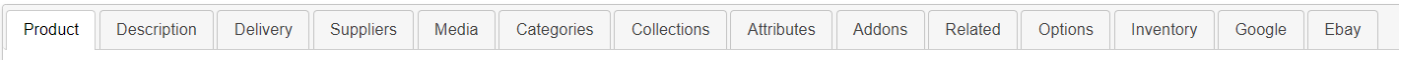
Product



This section is used to control the basic setup of the Product, including statuses, visibility, overlays and other core settings.

Many of these fields are optional, and will either be left blank or set to a default during product setup. Mandatory fields and default values are marked with a *.

You can also update Meta Tags from this tab.

> This section allows products to be edited individually; editing in bulk is done with other tools, such as the CSV Upload or the Bulk Updater.

It is also possible to delete the current Product from this screen. When deleting a product, this action will also delete all associated stock.

Setup

Product Overview

This is the basic information about the product.

Field	Purpose
Product Name*	*Displays as the page title (also known as the H1 Text) and is also output on Product Listing Pages, as well as being the primary field for search results* *Also used as the Meta-Title by default*

Field	Purpose
Product Type	*Choose from these options:* • *Standard** • *Made to Order* • *Bundle* • *Gift Voucher* • *Booking* > *The Product Type will be locked after product creation, except when creating Standard products. For them, it will be changed automatically if Customisations are added to the Product, which would convert it to 'Made to Order'*
Live	*Choose from these options:* • *Live (fully enabled)** • *Disabled (visible only within the CMS)* • *Archived (left visible for SEO purposes, but not purchasable)*
Buy Online	*Choose from these options:* • *Yes** • *Yes (Trade Only)* • *No (Instore Only) [still permits purchase in the POS]* • *No (Hide Price) [does not allow purchase in the POS]*
Product Visibility	*By default, all products will be visible on your website, but this setting allows you to determine visibility of the product within the POS, or across multiple websites*
Trade Only	*If enabled, the product page will only be accessible to a customer who has logged into a confirmed Trade Account*
Supplier	*This will allow the user to select a Supplier* *Note: if your system is enabled for multiple suppliers, there will be a separate Suppliers tab*

Reference Codes

Reference codes are used in Reporting and Purchase Ordering.

Field	Purpose

Department Code	*This powers the Sales by Department report*
Product Reference	*The Product Reference is used as a search field, but it is also used to link similar products together, e.g. separate products that are versions of the same item*
Manufacturer's Product Name	*If populated, this will replace the Product Name on all Purchase Orders*

Details

These add additional information to the Product.

Field	**Purpose**
Brand	*This adds a Brand to a product*
Condition	*Choose if a product is 'New' or 'Used'*
Colour	*Define a product's Colour*
Merge Tag Title	*The title used on linked eCommerce Products* *Used in Conjunction with Product Reference* > *Note that this field is optional for linked Products*
Merge Tag	*The label used on linked eCommerce Products* *If multiple Products have the same Product Reference, they will be linked to the eCommerce Customer if a Merge Tag Title and Merge Tag are entered* *Used in Conjunction with Product Reference* > *Note that this field is mandatory for linked Products*
Warehouse Note	*This will output on Picking Lists*

Display Options

These will alter how a product will display

Field	Purpose
Overlay Graphic	*Use this to manually assign a Product Overlay*
Display Variants As	*This alters how Variant Options will be displayed on the Product Detail Page - choose from:* • *Default Buttons** • *Drop-down Select Menu* • *List View (allows purchase of multiple variants simultaneously)*
Retail Price Label	*Set a Retail Price Label (this will override any Price Label set at Brand level)*
Special Offer Price Label	*Set a Special Offer Price Label (this will override any Price Label set at Brand level)*
RRP Label	*Set an RRP Price Label (this will override any Price Label set at Brand level)*

For Exports

Use this to define essential information for exporting your products.

Field	Purpose
Commodity Code	*Enter the Commodity Code of the product*
Country of Origin	*Choose the Country of Origin from the drop down*

Other Options

Choose from other options available.

Field	Purpose
Home Page	*Toggle to feature the product on the Home Page*
Category Page	*Toggle to feature the product on Category Pages*
Checkout	*Toggle to feature the product at the Checkout*
Disallow Discounts	*Toggle to exclude the product from all promotions* *(this will not exclude the product from manual discounts or special offer prices)*

Field	Purpose
Exclude from Finance	Baskets that include this Product will not be permitted to checkout with finance (eCommerce)
Use Swatch Wizard	*Toggle to enable the Swatch Wizard*
Combine variant and swatch selection in Swatch Wizard if applicable (enables "multiswatch")	*Toggle to combine variants within the Swatch Wizard* > *This will not be available if multiple layers of Variant option are on a product, e.g. 'Size' and 'Colour'* > *This will not be available if any live Variant has no Customisations*
Show swatch panel (Applies to "Swatch Wizard" only)	*Toggle to enable the Swatch Panel*
Enable Swatch Request Popup	*Toggle to enable the Swatch Request Popup* *(Swatches must be enabled for the Swatch Request tool for this to function)*
Allow VAT Exemption	*Toggle to enable VAT Exemption against this Product*
Enable StoreFeeder Sync	*Enables this product for the StoreFeeder Sync (3rd party marketplaces)* *Limited to Standard products only*

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