





# Products

Products view allows user to create record of product's (master) details and it's accounts settings. User can also see price lists associated with the product, stock movement and usage.

Below actions are available under **"Products"**:

-  View the list of products by Account Category, Brands and Market
-  Create, revert and delete products.
-  Copy and close the product
-  Import master product(s)

Products							
Account Category: < Select From All Categories >		Brands: < Select All >		Market: < Select All >		Create New Product	
Part Number	Product Name	Bar Code	Category #	Category Name	Brand#	Product Brand	Status
BD01-003145	Ctrl-A Beauty Balm 40ml	887222157237	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003146	Black Label Nourishing Beauty Balm SPF 25 (50ml)	621732100020	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003147	Ceramide Light Cream 90g	075987000367	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003148	Doctor's Label Red Improve Purifying Mask	8032539292504	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003148W	Doctor's Label White Improve Purifying Mask		101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003149	Ctrl-A Soothing Moisturizer 50g		101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003150	Ctrl-A Sensitive Sun Protector 40ml		101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-BUNDLE	Doctor's Label Red Improve Purifying Mask PO2		101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-BUNDLE-W	Doctor's Label White Improve Purifying Mask PO2		101	Regular Item	BD01	Dr. Jart	Confirmed
BD02-002130	Jasmine Shower Gel 250ml		101	Regular Item	BD02	Korres	Confirmed
BD02-002131	Mint Tea Shower Gel 250ml		101	Regular Item	BD02	Korres	Confirmed
BD02-002132	Japanese Rose Shower gel 250ml		101	Regular Item	BD02	Korres	Confirmed
BD02-002133	Lip Butter 6g - Jasmine		101	Regular Item	BD02	Korres	Confirmed
BD02-002134	Lip Butter 6g - Wild Rose		101	Regular Item	BD02	Korres	Confirmed
BD03-002454	Sun Control Sensitive SPF50 Face Emulsion 50ml		101	Regular Item	BD03	Lancaster	Confirmed
BD03-002455	Sun Sport Invisible Mist Wet Skin Application Progressive Tan SPF50		101	Regular Item	BD03	Lancaster	Confirmed
BD03-002456	Skin Therapy Detoxifying Cleansing Foam 150ml		101	Regular Item	BD03	Lancaster	Confirmed
BD03-002457	365 Cellular Elixir Intense Youth Renewal Serum 30ml		101	Regular Item	BD03	Lancaster	Confirmed
BD04-002562	Master Eye Liner in Brown		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002563	Color Sensational Bold Matte Lipsticks		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002564	Pure Mineral BB Water Gel 30ml		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002565	Lip Polish Glam 15 9ml		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002566	Magnum Cat Eyes Mascara - Black		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002567	Big Eye Mascara 8.7ml		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002568	Big Eye Eyeshadow - Yellow Gold		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002569	Big Eye Eyeshadow - Copper Gold		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002570	Big Eye Eyeshadow - Gorgeous Pink		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002571	White Superfresh UV Cake Powder Foundation 9g - Honey		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002572	White Superfresh UV Cake Powder Foundation 9g - Natural		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002573	White Superfresh UV Cake Powder Foundation 9g - Nude Beige		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002574	White Superfresh UV Cake Powder Foundation 9g - Sand Beige		101	Regular Item	BD04	Maybelline	Confirmed

Only Active Products

Assembled / Non Assembled

1 - 100 of 127

Products ListProduct DetailsImport Master Product(s)

Products

Part Number

Product Type

Bar Code

Product Brand

Length (cm)

Height (cm)

Replacement For

Replaced By

Picking Method

Wms Code

Base Uom

HS Code

Market Category

Width (cm)

Weight (kg)

Available From

Discontinue From

Shelf Life (Days)

Product Name

Category

Customs Duty

Trade Type

Country of Origin

Description

Has Bill Of Materials

Is Active

Drafted

Copy Product

Confirm Product

Create New

Save

Revert

Delete

Product Image

Pricing

Accounts Settings

BOM

Assigned Branches

Notes / Attachments

Stock

Usage

Attach

Delete

#	Title	Description	File
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Products List

Product Details

Import Master Product(s)

Products

Part Number

Product Type

Bar Code

Product Brand

Length (cm)

Height (cm)

Replacement For

Replaced By

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Description

Has Bill Of Materials

Is Active

Drafted

Copy Product

Confirm Product

Create New

Save

Revert

Delete

Product Image

Pricing

Accounts Settings

BOM

Assigned Branches

Notes / Attachments

Stock

Usage

Product Pricing Details : Show

All Prices

Sales Prices Only

Purchase Prices Only

Standard Cost Only

List Code	List Name	Currency	List Price	Type
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Products List

Product Details

Import Master Product(s)

Products

Part Number

Product Type

Bar Code

Product Brand

Length (cm)

Height (cm)

Replacement For

Replaced By

Picking Method

Wms Code

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Width (cm)

Weight (kg)

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Discontinue From

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Product Name

Category

Customs Duty

Trade Type

Country of Origin

Description

Has Bill Of Materials

Is Active

Drafted

Copy Product

Confirm Product

Create New

Save

Revert

Delete

Product Image

Pricing

Accounts Settings

BOM

Assigned Branches

Notes / Attachments

Stock

Usage

Define specific Accounts for this product.

Use Account Settings of the Account Category.

Account Setting

Account Settings Type

Stock A/C (Standard)

Stock A/C (Variance)

Stock Forex A/C (Standard)

Stock Forex A/C (Variance)

Freight In Inventory

Assembly Value Inventory

Stock In Transit A/C (Standard)

Stock In Transit A/C (Variance)

Save

Revert

Products List

Product Details

Import Master Product(s)

Products

Part Number

Product Type

Bag Code

Product Brand

Length (cm)

Height (cm)

Replacement For

Replaced By

Picking Method

Wms Code

Base Uom

HS Code

Market Category

Width (cm)

Weight (kg)

Available From

Discontinue From

Shelf Life (Days)

Product Name

Category

Customs Duty

Trade Type

Country of Origin

Description

Has Bill Of Materials

Is Active

Drafted

Copy Product

Confirm Product

Create New

Save

Revert

Delete

Product Image

Pricing

Accounts Settings

BOM

Assigned Branches

Notes / Attachments

Stock

Usage

The list of Bill Of Materials for the Assembled Product

Bom Item #	Bom Item Name	Stock Uom	Quantity	Description
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Products List

Product Details

Import Master Product(s)

Products

Part Number

Product Type

Bag Code

Product Brand

Length (cm)

Height (cm)

Replacement For

Replaced By

Picking Method

Wms Code

Base Uom

HS Code

Market Category

Width (cm)

Weight (kg)

Available From

Discontinue From

Shelf Life (Days)

Product Name

Category

Customs Duty

Trade Type

Country of Origin

Description

Has Bill Of Materials

Is Active

Drafted

Copy Product

Confirm Product

Create New

Save

Revert

Delete

Product Image

Pricing

Accounts Settings

BOM

Assigned Branches

Notes / Attachments

Stock

Usage

Available Branches

Branch #	Branch Name
HQ	Head Office
SM-3PL	3PL Branch

Total 2 records.

Assigned Branches

Branch #	Branch Name
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Products List

Product Details

Import Master Product(s)

Products

Part Number

Product Type

Bag Code

Product Brand

Length (cm)

Height (cm)

Replacement For

Replaced By

Picking Method

Wms Code

Base Uom

HS Code

Market Category

Width (cm)

Weight (kg)

Available From

Discontinue From

Shelf Life (Days)

Product Name

Category

Customs Duty

Trade Type

Country of Origin

Description

Has Bill Of Materials

Is Active

Drafted

Copy Product

Confirm Product

Create New

Save

Revert

Delete

Product Image

Pricing

Accounts Settings

BOM

Assigned Branches

Notes / Attachments

Stock

Usage

Title	File Size	By User	On Date
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Title

Description

File Name

Size: bytes (1)

Create New

Save

Revert

Delete

Products List

Product Details

Import Master Product(s)

[illegible]

Products

7

Drafted

Part Number

Wms Code

Product Name

Product Type

Item / Article

Base Uom

Category

Bag Code

HS Code

Customs Duty

Product Brand

Market Category

Length (cm)

0

Width (cm)

0

Trade Type

Country of Origin

Height (cm)

0

Weight (kg)

0

Available From

Discontinue From

Replacement For

Description

Replaced By

Picking Method

First Expired First Out (FEFO)

Shelf Life (Days)

0

Has Bill Of Materials

Is Active

Copy Product

Confirm Product

Create New

Save

Revert

Delete

\*\*\*\*\*

Product Image

Pricing

Accounts Settings

BOM

Assigned Branches

Notes / Attachments

Stock

Usage

Product # A	Assembled Product Name	Stock Uom	Quantity	Description

Products List

Product Details

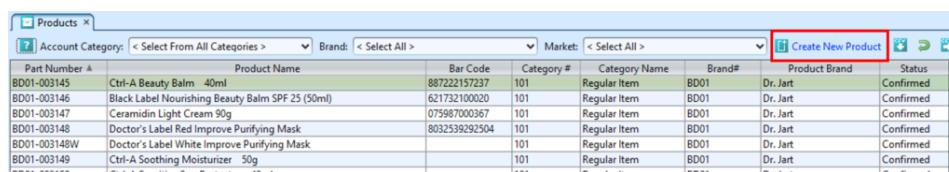
Import Master Product(s)

Field Name	Description	Mandatory Information
Part Number	Code that uniquely identifies the product	Y
WMS Code		N
Product Name	Name of the product	Y
Product Type	Select the type of product: <ul style="list-style-type: none"> <li>• Item / Article</li> <li>• Service / Charge</li> <li>• Made To Order (for delivery order to customer) – Samoocha Project only</li> </ul>	Y
UOM	Type of the item – Unit of Measure	Y
Category	Select the category of the product	Y
Bar Code	Bar code number	N

HS Code		N
Customs Duty	Select the duty's fees if there is any apply to the product	N
Product Brand	Select the brand of product	Y
Market Category	Select the market category	N
Length (cm)	Self-explanatory	N
Width (cm)	Self-explanatory	N
Height (cm)	Self-explanatory	N
Weight (kg)	Self-explanatory	N
Trade Type	Sale, Purchase, or both	N
Country of Origin	The country of manufacture or production where the product comes from.	N
Available From	Start date of the product	N
Discontinue From	End date of the product	N
Replacement For	Self-explanatory	N
Replaced By	Self-explanatory	N
Description	Additional information for the product	N
Picking Method	Select a Picking Method for the Product: <ul style="list-style-type: none"> <li>• First Expired First Out (FEF0)</li> <li>• First In First Out (FIFO)</li> <li>• Last In Last Out (LIFO)</li> </ul>	Y
Shelf Life (Days)	Shelf life of product in number of days.	N
Has Bill of Materials	Tick the checkbox, if the item is a BOM	N
Is Active	Tick the checkbox, if the product is active in the system and in use.	N

## Create New Product:

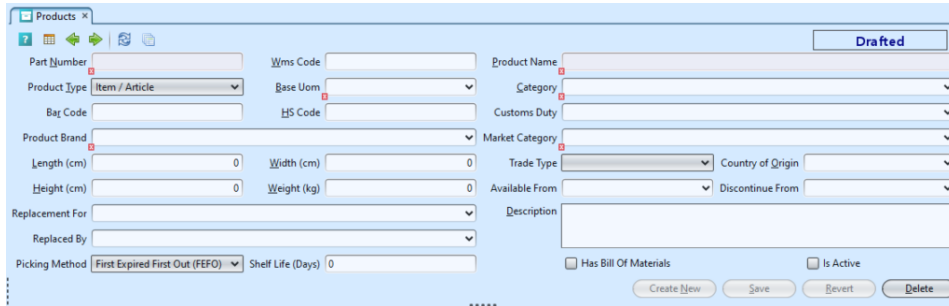
1. Click on **“Create New Product”** at the top right of screen of **“Products List”** tab, it will open **“Product Details”** tab with empty form



Part Number	Product Name	Bar Code	Category #	Category Name	Brand#	Product Brand	Status
BD01-003145	Ctrl-A Beauty Balm 40ml	887222157237	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003146	Black Label Nourishing Beauty Balm SPF 25 (50ml)	621732100020	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003147	Ceramidin Light Cream 90g	075987000367	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003148	Doctor's Label Red Improve Purifying Mask	8032539292504	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003148W	Doctor's Label White Improve Purifying Mask		101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003149	Ctrl-A Soothing Moisturizer 50g		101	Regular Item	BD01	Dr. Jart	Confirmed

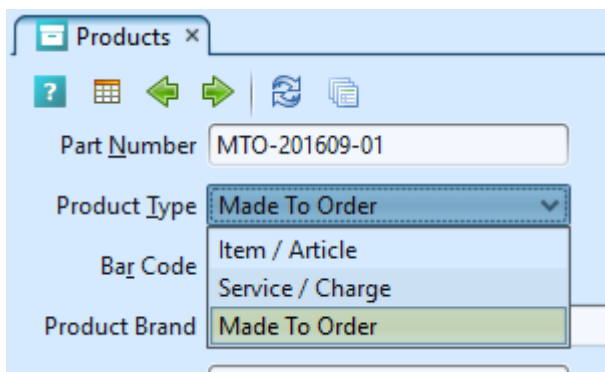
2. Fill up product's information on the top half of screen. Fields in red color or marked with red **x** are

mandatory information.



There are 3 product types:

- Item / Article: item type that may have both revenue and / or expense
- Service / Charge: service / charge rendered to customer / by vendor
- Made To Order: manufactured type of product, made order to be deliver to project customer (Samoocha Project only)



**“Replacement For”** and **“Replaced By”** are properties that are used only in the supply chain module. It will put the historical data for the products having **“Replaced By”** and combine it into the **“Replacement For”** product sales history. This will allow users to keep track of the historical performance of products when there is a product replacement (packaging, naming, etc...)

If product is assembled type, tick **“Has Bill of Materials”** checkbox. The **“BOM”** tab will then be available for user to enter the parts required to

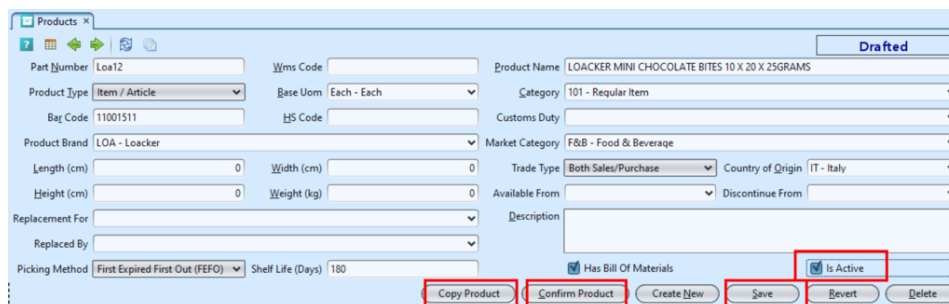
assemble this product.

**"Picking Method"** defines how the product inventory will be handled during sales batch reservation / logistics picking process. This will use the default picking method defined in the application, but user can select a different method. Enter value of **"Shelf Life (Days)"** of product in number of days. This value is use to auto calculate an expiry date of the product if users did not enter specific manufacturing date in transactions.

There are 3 types of **"Picking Method"**:

- First Expired First Out (FEFO)
- First In First Out (FIFO)
- Last In Last Out (LIFO)

3. Click **"Save"** button at the bottom right side of screen to save. Saving a product record with **"Is Active"** checkbox ticked will confirm the product. Alternatively click on **"Confirm Product"** button at the middle of the screen to confirm the item.

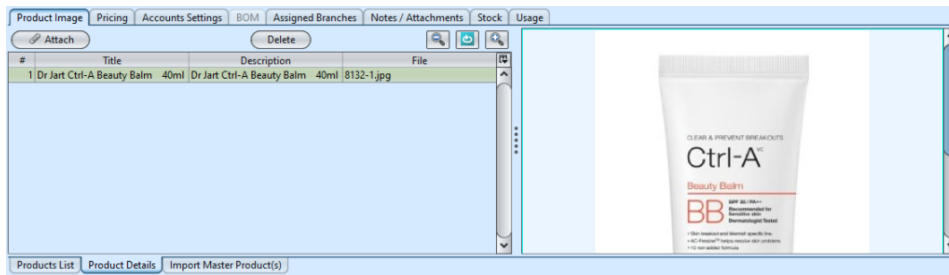


The screenshot displays a 'Products' form with the following fields and controls:

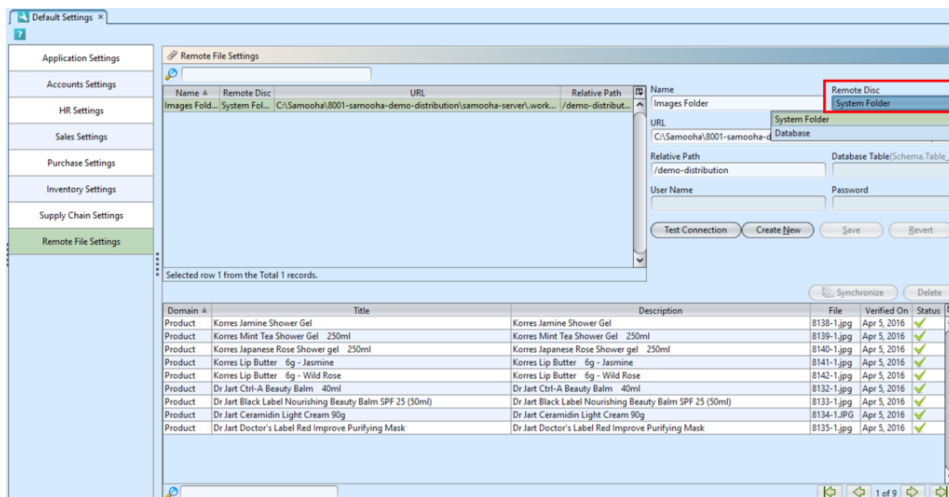
- Part Number:** Loa12
- Wms Code:** (empty)
- Product Name:** LOCKER MINI CHOCOLATE BITES 10 X 20 X 25GRAMS
- Product Type:** Item / Article
- Base Uom:** Each - Each
- Category:** 101 - Regular Item
- Bag Code:** 11001511
- HS Code:** (empty)
- Customs Duty:** (empty)
- Product Brand:** LOA - Locker
- Market Category:** F&B - Food & Beverage
- Length (cm):** 0
- Width (cm):** 0
- Height (cm):** 0
- Weight (kg):** 0
- Trade Type:** Both Sales/Purchase
- Country of Origin:** IT - Italy
- Available From:** (empty)
- Discontinue From:** (empty)
- Replaced For:** (empty)
- Description:** (empty)
- Replaced By:** (empty)
- Picking Method:** First Expired First Out (FEFO)
- Shelf Life (Days):** 180
- Has Bill Of Materials:** (checked)
- Is Active:** (checked)
- Action Buttons:** Copy Product, Confirm Product, Create New, Save, Revert, Delete

**Note:** User is able to copy an already created product to generate a similar new product record by clicking on **"Copy Product"** button. This will allow user to quickly create multiple products records for the same group / brand. Please note that **"Part Number"** must be unique.

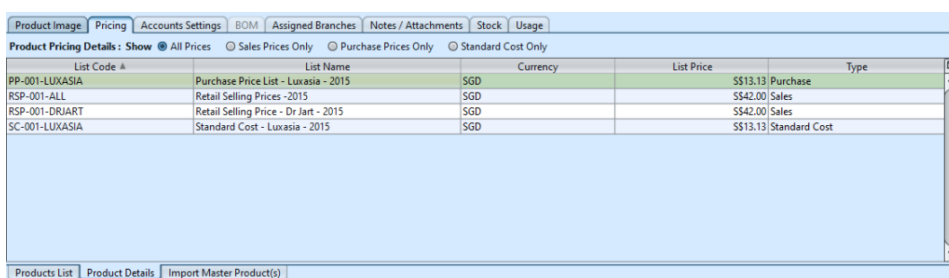
4. User can add image(s) in the **"Product Image"** tab



**Admin only** – Location to store images usually was setup by admin. The settings can be found under **“Organization (Settings) – Default Settings”**.



5. On **“Pricing”** tab, any price lists associated with the product will be automatically shown here when the price list was created, e.g. **“Sales Price List”**, **“Purchase Price List”**, etc.



6. Accounts settings for the product will be shown on **“Account Setting”** tab. These settings shows which accounts were used for postings of sales / purchase / inventory transactions of the product.




Product Image Pricing Accounts Settings **BOM** Assigned Branches Notes / Attachments Stock Usage

Define specific Accounts for this product. Use Account Settings of the Account Category.

Account Settings Type: Sales

Account Setting	Sales Income A/C	Sales Return A/C
Sales Third Party - SGD	1010 - Gross Invoiced Sales - Third Party	1110 - Returns Actual
Sales Third Party - USD		
Purchase Third Party (SGD)	Customer Discount A/C	Product Discount A/C
Product Purchase - Import USD	1295 - Other Discounts and Allowances	1250 - Temporary Price Reduction - Actual
Product Purchase - Import MYR		
Product Purchase - Import JPY	On Invoice Discount A/C	Not Applicable
Product Purchase - Import EUR	1210 - On Invoice - Rebates	
Product Purchase - Import CHF		
Purchase Third Party (SGD) - non GST	Standard Cost A/C	Standard Cost Variance A/C
Main WH - Stock		

Products List Product Details Import Master Product(s) Save Revert


7. If the product is an assembled product type (**"Has Bill of Materials"** checkbox was ticked), **"BOM"** tab will be available for selection to add the BOM items (product's parts). Enter the product's (part) info and click  button to add the product into the BOM list for product assembly.

Product Image Pricing Accounts Settings **BOM** Assigned Branches Notes / Attachments Stock Usage

The list of Bill Of Materials for the Assembled Product

Loa07	Bom Item #	Bom Item Name	Stock Uom	Quantity	Description
Loa07		LOACKER DARK CHOCOLATE BAR 10 X 15 X 100GRAMS	Each	1	
Loa10		LOACKER CHOCOLATE CHIP COOKIES 12 X 250GRAMS	Each	2	

Products List Product Details Import Master Product(s)

8. On **"Assigned Branches"** tab, a default branch (e.g. HQ) has been automatically assigned for the new product. To assign another branch for the product, select available branch from the bottom left table and click  button in middle of screen

Product Image Pricing Accounts Settings BOM **Assigned Branches** Notes / Attachments Stock Usage

Branch #	Branch Name
SM-3PL	3PL Branch

Total 1 records.

Branch #	Branch Name
HQ	Head Office

Total 1 records.

Products List Product Details Import Master Product(s)

9. Click on **"Notes / Attachments"** tab at the middle of screen to add notes or files attachment for the product

10. On **"Stock"** tab, the stock's availability in different warehouses and movement such as **"Stock Transfer"** will be updated automatically once there is any movement to the product's inventory.

Product Details from all warehouses									
WH #	Warehouse	On Hand Qty	Reserved Qty	Staging Qty	Unusable Qty	Available Qty	In-Transit Qty	Unit Cost	Total Cost
Ch01	Chilled WH-Logical	27				27		\$80.750000	\$820.25
MS02	Matrix Warehouse 2	41	3			38		\$80.756098	\$831.00
TE01	Main Warehouse	901	101	126		674	13	\$80.722120	\$6650.63
Tuas01	Tuas Warehouse	2				2		\$80.760000	\$81.52
WAT02	Watsons - Paragon	3				3		\$80.753333	\$82.26

11. On **“Usage”** tab, the usage of the product will updated automatically if there is any usage for BOM / product assembly.

Product #	Assembled Product Name	Stock Uom	Quantity	Description
Loa11	LOACKER MINI DARK CHOCOLATE BITES 10 X 20 ...	Each - Each	2	

12. User can close or reopen a product record. Closed product record will be inactive and not available for selection in transactions. User is not allowed to edit product information when the product record is closed. Click on **“Close”** or **“Reopen”** button at middle of the screen in order to close or reopen the product.

Part Number

Loa12

Wms Code

Product Name

LOACKER MINI CHOCOLATE BITES 10 X 20 X 25GRAMS

Product Type

Item / Article

Base Uom

Each - Each

Category

101 - Regular Item

Bag Code

11001511

HS Code

Customs Duty

Product Brand

LOA - Loacker

Market Category

F&B - Food & Beverage

Length (cm)

0

Width (cm)

0

Trade Type

Both Sales/Purchase

Country of Origin

IT - Italy

Height (cm)

0

Weight (kg)

0

Available From

Discontinue From

Replacement For

Description

Replaced By

Picking Method

First Expired First Out (FEFO)

Shelf Life (Days)

180

Has Bill Of Materials

☐

Is Active

☒

Copy Product

Close Product

Create New

Save

Revert

Delete

Part Number

Loa12

Wms Code

Product Name

LOACKER MINI CHOCOLATE BITES 10 X 20 X 25GRAMS

Product Type

Item / Article

Base Uom

Each - Each

Category

101 - Regular Item

Bag Code

11001511

HS Code

Customs Duty

Product Brand

LOA - Loacker

Market Category

F&B - Food & Beverage

Length (cm)

0

Width (cm)

0

Trade Type

Both Sales/Purchase

Country of Origin

IT - Italy

Height (cm)

0

Weight (kg)

0

Available From

Discontinue From

Replacement For

Description

Replaced By

Picking Method

First Expired First Out (FEFO)

Shelf Life (Days)

180

Has Bill Of Materials

☐

Is Active

☐

Copy Product

Reopen Product

Create New

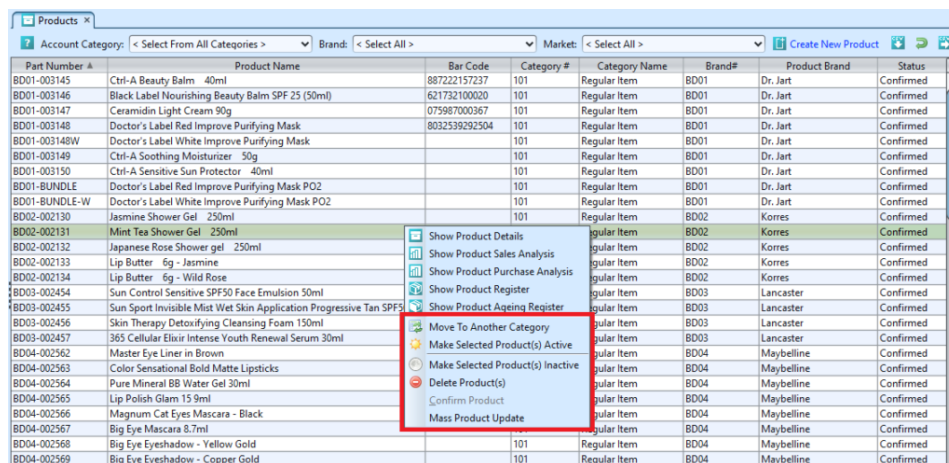
Save

Revert

Delete

## Update Product Details:






1. On **“Products List”** tab double click on product to be updated, it will bring up the details on **“Product Details”** tab for the selected product.
2. Make change(s) on the product’s information
3. Click on **“Save”** button at the bottom of screen when done
4. Click on **“Revert”** button at the bottom of screen or refresh icon at the top of the screen to roll back the changes
5. In the products list view if you select a product (row) and right-click on the mouse, a menu will pop-up with options available for the selected product. To select multiple rows, hold **Ctrl** button and click on the rows to select.



The screenshot shows a web application interface for managing products. At the top, there are filters for Account Category, Brand, and Market, along with a 'Create New Product' button. Below this is a table with columns: Part Number, Product Name, Bar Code, Category #, Category Name, Brand#, Product Brand, and Status. A right-click context menu is open over the table, listing several actions: Show Product Details, Show Product Sales Analysis, Show Product Purchase Analysis, Show Product Register, Show Product Ageing Register, Move To Another Category, Make Selected Product(s) Active, Make Selected Product(s) Inactive, Delete Product(s), Confirm Product, and Mass Product Update. The 'Move To Another Category' option is highlighted with a red box.

Part Number	Product Name	Bar Code	Category #	Category Name	Brand#	Product Brand	Status
BD01-003145	Ctrl-A Beauty Balm 40ml	887222157237	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003146	Black Label Nourishing Beauty Balm SPF 25 (50ml)	621732100020	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003147	Ceramide Light Cream 90g	075987000367	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003148	Doctor's Label Red Improve Purifying Mask	8032539292504	101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003148W	Doctor's Label White Improve Purifying Mask		101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003149	Ctrl-A Soothing Moisturizer 50g		101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-003150	Ctrl-A Sensitive Sun Protector 40ml		101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-BUNDLE	Doctor's Label Red Improve Purifying Mask PO2		101	Regular Item	BD01	Dr. Jart	Confirmed
BD01-BUNDLE-W	Doctor's Label White Improve Purifying Mask PO2		101	Regular Item	BD01	Dr. Jart	Confirmed
BD02-002130	Jasmine Shower Gel 250ml		101	Regular Item	BD02	Korres	Confirmed
BD02-002131	Mint Tea Shower Gel 250ml		101	Regular Item	BD02	Korres	Confirmed
BD02-002132	Japanese Rose Shower gel 250ml		101	Regular Item	BD02	Korres	Confirmed
BD02-002133	Lip Butter 6g - Jasmine		101	Regular Item	BD02	Korres	Confirmed
BD02-002134	Lip Butter 6g - Wild Rose		101	Regular Item	BD02	Korres	Confirmed
BD03-002454	Sun Control Sensitive SPF50 Face Emulsion 50ml		101	Regular Item	BD03	Lancaster	Confirmed
BD03-002455	Sun Sport Invisible Mist Wet Skin Application Progressive Tan SPF50		101	Regular Item	BD03	Lancaster	Confirmed
BD03-002456	Skin Therapy Detoxifying Cleansing Foam 150ml		101	Regular Item	BD03	Lancaster	Confirmed
BD03-002457	365 Cellular Elixir Intense Youth Renewal Serum 30ml		101	Regular Item	BD03	Lancaster	Confirmed
BD04-002562	Master Eye Liner in Brown		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002563	Color Sensational Bold Matte Lipsticks		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002564	Pure Mineral BB Water Gel 30ml		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002565	Lip Polish Glam 15 9ml		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002566	Magnum Cat Eyes Mascara - Black		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002567	Big Eye Mascara 8.7ml		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002568	Big Eye Eyeshadow - Yellow Gold		101	Regular Item	BD04	Maybelline	Confirmed
BD04-002569	Big Eye Eyeshadow - Copper Gold		101	Regular Item	BD04	Maybelline	Confirmed

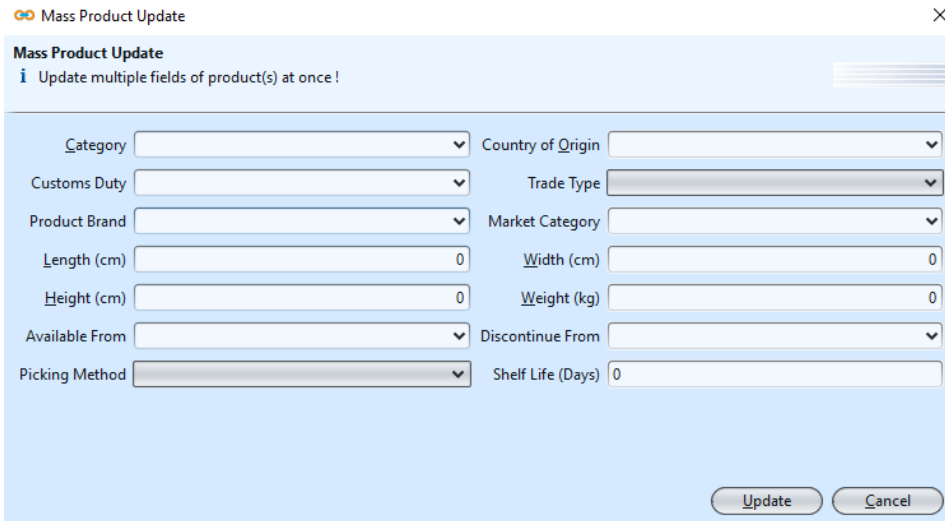
The users will have the following options to update the selected products:

-  Move to Another Category
-  Make Selected Product(s) Active
-  Make Selected Product(s) Inactive
-  Delete Product(s)
-  Confirm Product (if product status is

drafted / not yet confirmed)

## Mass Product Update

6. “Mass Product Update” feature allow user to update particular data field(s) of multiple product records. For example, update the “**Product Brand**” and / or “**Country of Origin**” of multiple products. Click “**Update**” button to apply the entered data updates.



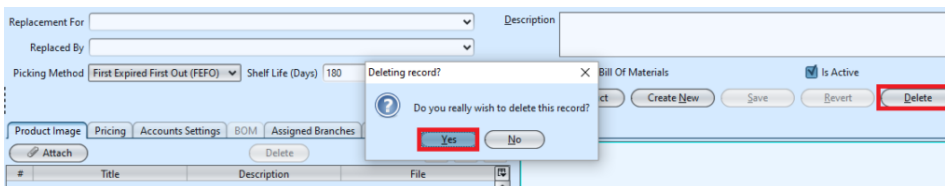
Mass Product Update

Update multiple fields of product(s) at once !

Category		Country of Origin	
Customs Duty		Trade Type	
Product Brand		Market Category	
Length (cm)	0	Width (cm)	0
Height (cm)	0	Weight (kg)	0
Available From		Discontinue From	
Picking Method		Shelf Life (Days)	0

## Delete Product:

1. On “**Products List**” tab double click on product to be deleted, it will bring up the details on “**Product Details**” tab for the selected product.
2. Click on “**Delete**” button at the bottom of screen
3. Click on “**Yes**” button on the pop-up window to confirm record deletion



Replacement For: [dropdown] Description: [text]

Replaced By: [dropdown]

Picking Method: First Expired First Out (FEFO) Shelf Life (Days): 180

Product Image Pricing Accounts Settings BOM Assigned Branches

Attach [button] Delete [button]

Deleting record? Do you really wish to delete this record?

Bill Of Materials [button] Is Active [checkbox]

Create New [button] Save [button] Revert [button] Delete [button]

#	Title	Description	File
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# View and Search for Product Details:

1. Click on **“Product List”** tab at the bottom of screen
2. Enter search parameter to filter the result, i.e. type in which product to search for in the **“Product”** text field box or select from drop-down list

Part Number	Product Name	Bar Code	Category #	Category Name	Brand#	Product Brand	Market Category	Status
BD04-002562	Master Eye Liner in Brown		101	Regular Item	BD04	Maybelline	Eye Liner	Confirmed
BD04-002566	Magnum Cat Eyes Mascara - Black		101	Regular Item	BD04	Maybelline	Mascara	Confirmed
BD04-002567	Big Eye Mascara 8.7ml		101	Regular Item	BD04	Maybelline	Mascara	Confirmed
BD04-002568	Big Eye Eyeshadow - Yellow Gold		101	Regular Item	BD04	Maybelline	Eye Shadow	Confirmed
BD04-002569	Big Eye Eyeshadow - Copper Gold		101	Regular Item	BD04	Maybelline	Eye Shadow	Confirmed
BD04-002570	Big Eye Eyeshadow - Gorgeous Pink		101	Regular Item	BD04	Maybelline	Eye Shadow	Confirmed
BD04-002576	Lasting Drama Gel Liner Pen 1.3g Black		101	Regular Item	BD04	Maybelline	Eye Liner	Confirmed
BD05-005643	Super Liner Black Lacquer 1.5ml		101	Regular Item	BD05	L'Oreal Paris	Eye Liner	Confirmed
BD05-005644	Super Liner Ultra Sharp 0.5g		101	Regular Item	BD05	L'Oreal Paris	Eye Liner	Confirmed
BD05-005648	Color Riche Les Ombres 3.5g - Beige Trench		101	Regular Item	BD05	L'Oreal Paris	Eye Shadow	Confirmed
BD05-005649	Color Riche Les Ombres 3.5g - Bleue Mariniere		101	Regular Item	BD05	L'Oreal Paris	Eye Shadow	Confirmed
BD05-005650	Color Riche Les Ombres 3.5g - Tropical Tutu		101	Regular Item	BD05	L'Oreal Paris	Eye Shadow	Confirmed
BD05-005651	Color Riche Les Ombres 3.5g - Eau de Rose		101	Regular Item	BD05	L'Oreal Paris	Eye Shadow	Confirmed
BD07-007613	SK-II Signs Eye Mask		101	Regular Item	BD07	SK II	Prestige Skinc...	Confirmed
BD11-00001	Kate Gel Eyeliner N		101	Regular Item	BD11	Kate	Eye Liner	Confirmed

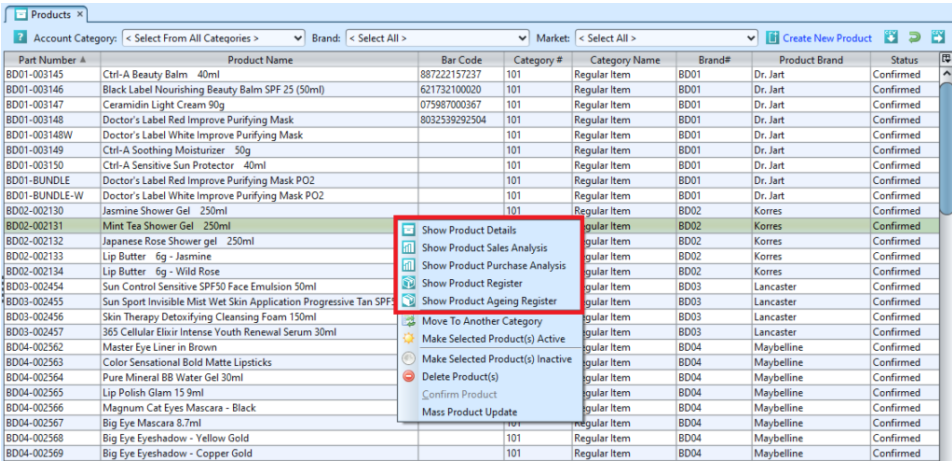
Search Engine

Products List | Product Details | Import Master Product(s)






-  Only Active Products
-  Only Inactive Products
-  Both Active / Inactive Products
-  Only Non Assembled Products
-  Only Assembled Products
-  Assembled / Non Assembled Products
-  Product Details

3. Result can be sorted alphabetically by clicking the fields' columns
4. Double click on product to view full details of the product, it will bring up the details on **“Product Details”** tab for the selected product

5. In the products list view if you select a product (row) and right-click on the mouse, a menu will pop-up with options available for the selected product



The users will have the following options to view further details on the selected product:

-  Show product details
-  Show Product Sales Analysis
-  Show Product Purchase Analysis
-  Show Product Register
-  Show Product Ageing Register