

**KOHL'S**

# CTD Communication Guide

**KOHL'S TECHNICAL DESIGN** | March 2026

# Agenda

Communication Best Practices

Communication Examples

# Communication Best Practices

# Communication Best Practices

## **Goal: Keep Communication clear, concise, and complete**

Email or OnePLM Communication:

- ❑ **Set the Subject**
  - ❑ Always include style # (including suffixes), Fit round, and Season in the subject line
- ❑ **Define & Explain**
  - ❑ Identify the issue & provide reasoning/context
  - ❑ Proactively offer solutions
- ❑ **Provide Visual Support**
  - ❑ Include helpful reference images
  - ❑ For pattern discussions, include a pattern overlay to show before/after or option A/B comparisons

**TIP:** *In the event of complex and/or time sensitive issues, please work with your KTD to arrange a video conference call*

# Communication Channels

Who should I contact with questions?

<i>Kohl's Department</i>	<i>Question Topics</i>
<b>Technical Design</b>	Fit, measurement, construction, pattern, grading, factory changes
<b>Production</b>	Costing, packaging, labeling, delivery, factory changes
<b>Design</b>	BOM (fabric, trim, colorway), BOM submits, graphic/stripe/print placement and submits
<b>Product Integrity &amp; Quality Assurance</b>	Preferred suppliers, audits, performance testing & protocols, inspections

# Communication Examples

# Communication Example via Email

Hi KTD Name,

I started review UJ41P802 Sinwah PP sample and noticed the leg level is not same as approved fit sample.

Upon inquiry at the factory, I was informed that they have trimmed  $\frac{1}{4}$ " form side seam when sewing samples as side seam measures  $7\frac{1}{2}$ ".

Anyway now(two days later) side seam measures  $6\frac{3}{4}$ " and leg open is slightly dipping at the back. Noted, the root cause of the issue is that the factory trimmed off  $\frac{1}{4}$ " from the fit approved pattern.

I am writing to seek your advice. Is there any possibility of approving the PP sample with a comment instructing the factory to follow the exact fit of the approved pattern for bulk production, considering that I have identified the root cause of the issue?

Tks,  
CTD Name

- CTD proactively found the root cause of the balance issue
- CTD included images of PP for KTD review proactively before sending samples



# Communication Example via Fit Eval

**Construction** CTD provided two different construction options on one Fit sample. ✓

**NOTE:**

1. Regarding back pocket, applied 2 options to show inside. Pls review with attached file and advise us if it needs pocket bag.

a) WR side applied taffeta pocketing so back pocket allowance would not be visible from outside compared to WR side,

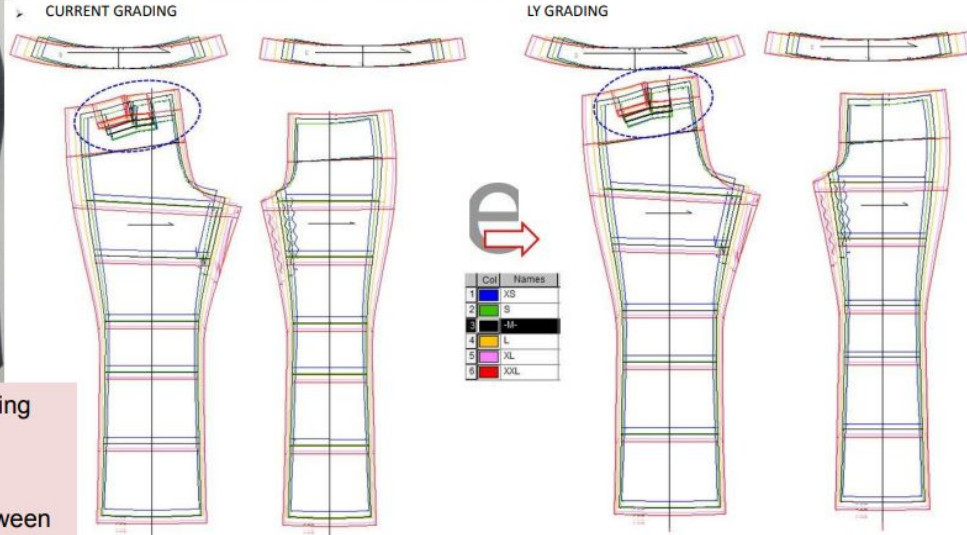
b) WL side not applied taffeta pocketing as normal construction.



# Communication Example via Fit Eval

## Grading Change Recommendations

● POM		A613	BK PKT FROM CB	tol(-)	tol(+)	2	6	[10]	14	18	20	Remark	
	POM	Description			XS	S	[M]	L	XL	XXL			
Current updated TP		BK PKT FROM CB	- 1/4	1/4	Grading	- 1/4	- 1/8	0	3/8	5/8	3/4	Issue	For SP'21, The sizes have updated according to recently updated grading rule. And it has been repeated style.
LY	A613	*RV- BK PKT FROM CB	- 1/4	1/4	Spec Meas	1 3/4	1 7/8	2	2 3/8	2 5/8	2 3/4	Pls advise	Regarding LY, because there was no spec for back pocket@CB, and it was graded according to dart placement to keep the same balance as core size. So would like to double check it if it is okay to maintain as LY or it should be followed as recently grading rule.Pls review and advise us.
					Spec Meas	1 1/2	1 3/4	2	2 3/8	2 3/4	3		



- CTD gave reason for the grading change recommendation
- CTD included comparison of grading & spec difference between original and proposed grade.
- CTD included nested graded pattern difference for comparison ✔

# Communication Example via Fit Eval

## Construction

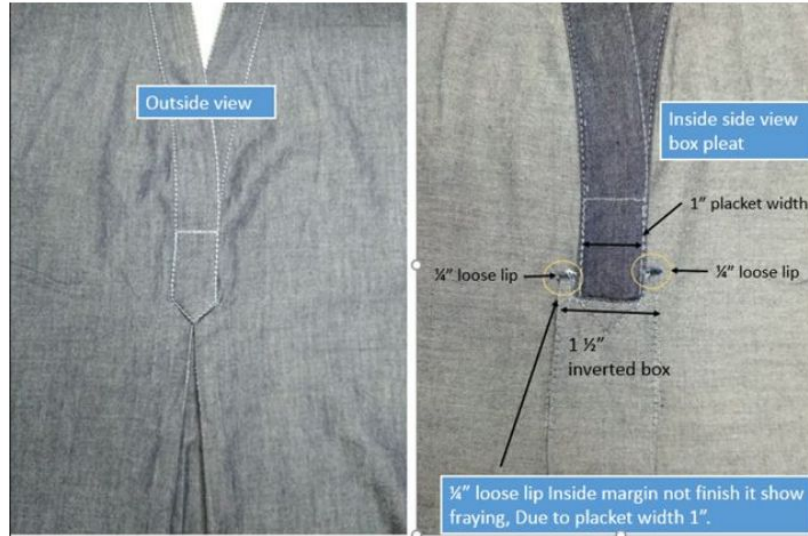
I would like clarify below mention point before proceeding 2nd fit sample.

1. For Inverted box pleat under front placket: As per received comments, You want to increase inverted box pleat 1 1/2" i/o 1". Have made one mock up 1 1/2" inverted box pleat with 1" front placket.
2. This is very difficult to finish inside box pleat margin is not finished its look like fray, See mock up image for your reference.
3. I would request to keep inverted box pleat 1" i/o 1 1/2" according to front placket. Please review and advise.



### CTD included:

- Concern:** 1 1/2" pleat is deeper than Placket
- Recommendation:** Make pleat same as placket
- Reason:** So the edges are clean finish.



# Thank You

**KOHL'S**

Technical Design Training & Standards Team

PD-TD\_Training@kohls.com