

REQUIRED FIELDS

- **Agent:**
 - **OWNER** is required to fill in Agent field upon creating fit eval.
 - Use type ahead to fill in the agent style is adopted with **OR** use the magnifying glass to search.
 - L&F office vendor is placed through.
 - For Domestic and No Agent Direct vendor, please enter Kohl's Domestic.
- **Vendor:**
 - **OWNER** is required to fill in Vendor field upon creating fit eval.
 - **Reminder:** Make sure fit eval doesn't already exist before creating new fit eval.
 - Use type ahead to fill in the vendor style is adopted with **OR** use the magnifying glass to search.
 - **Note: CTD must fill in Vendor field promptly upon creating a fit eval BEFORE saving or vendor will not have access to fit eval.**
- **HOME ONLY Factory:**
 - **CTD** is required to fill in the factory field upon creating fit eval **OR** submitting 1st fit.
 - Use type ahead to fill in the factory vendor is using **OR** use the magnifying glass to search.
- **Adopted Style Handoff:**
 - Adopted Style Handoff Date is required to be filled in at the time the style is confirmed. The adopted style handoff date is advised in one of the below scenarios.
 1. Date **KTD** is advised by PM style is in the line (adopted).
 2. Date **OWNER** is advised to proceed with special sizes.
 3. Date **OWNER** is advised of a factory change.
 - This field is filled in at Counter Sample Stage and remains static for all rounds.
- **PP Deadline:**
 - Date **MUST** be provided at time of Adopted style hand off.
 - CTD **MUST** confirm PP deadline is accurate once they begin review process on their end. If the PP deadline changes, CTD must update.
- **POM Page Description:**
 - Rename following POM page naming convention
- **Date Received:**
 - **OWNER** of fit is required to fill in Date Received field.
 - Date Received is the date the sample is in possession to begin review process.
 - Date Received triggers the start of timeline.
- **Date Fit:**
 - **OWNER** is required to fill in Date Fit **ONLY IF** there was an actual sample fit.

The screenshot shows a form divided into two main sections: 'Evaluation Information' and 'Sample Information'. Several fields are highlighted with red boxes, and one is highlighted with a green box.

Evaluation Information:

- Agent: LI & FUNG INDIA
- Vendor: PEARL GLOBAL IND...
- Factory: (highlighted with a green box)
- Adopted Style Handoff: 02/10/2021
- PP Deadline: 05/07/2021
- UM: IIN
- POM Page Description: R.RAYON TWILL (highlighted with a red box)
- Number Format: Fraction
- Created On: 2021-02-11 10:41:40
- Modified on: 2021-03-11 15:24:24
- Fit Workflow Alert: 85

Sample Information:

- Fit Sample: Sample 2
- Sample Type: FIT SAMPLE
- Fit Status: NEW
- Reason Code: (empty)
- Date Received: 03/22/2021 (highlighted with a red box)
- Ownership: KOHLS TD (highlighted with a red box)
- Decision Date: (empty)
- Measurer 1: (empty)
- Measurer 2: (empty)
- Actual Fabric/Material: --Select--
- Actual Trim/Hardware: --Select--
- Block/Last Used: --Select--
- Actual Outsole: --Select--
- Date Fit: 03/23/2021 (highlighted with a red box)
- Fit With: (empty)
- Fit Session Attendees: (empty)



REQUIRED FIELDS (CONT'D)

- **Sample Type:**
 - **Counter Sample** - Counter sample should **ALWAYS** be the first sample in each fit eval.
 - **Fit Sample** - Will auto populate once sample is initiated.
 - **Pre-Production Sample** - Will auto populate once sample is initiated.
 - **Top Reference Sample** - Will auto populate once sample is initiated.
 - **3D FIT SAMPLE** - Will auto populate once sample is initiated.
- **Reason Code:**
 - **OWNER** is required to fill out Reason Code field **ONLY IF** sample status is NOT EVALUATED, REJECTED OR NOT APPROVED. See **Reason Code** section for more information.
- **Ownership:**
 - Ownership denotes **OWNER** of approval for each sample round, CTD or Kohl's TD.
 - Use type ahead to fill in the Ownership field **OR** use the magnifying glass to search.
- **Measurer 1 & 2:**
 - CTDs are always MEASURER 1. KOHLS TDs are always MEASURER 2.
 - Use type ahead to fill in the Measurer field **OR** use the magnifying glass to search.
- **Fit sample status:**
 - **OWNER** is required to fill out Fit Sample Status field using one of the below fit sample statuses.
 - Use type ahead to fill in the Fit Sample Status field **OR** use the magnifying glass to search.
 - **Approved** - Fit & aesthetics are good with very minor corrections.
 - **Cancelled** - No longer in the line.
 - **Not Approved** - Changes are need to make the style acceptable for fit and aesthetic.
 - **Not Evaluated** - No sample available to review.
 - **Rejected** - Sample far below expectations, did not follow previous comments/block pattern.
- **Actual Fabric/Material:**
 - CTD **MUST** fill out on all sample rounds regardless of ownership.
- **Actual Trim/Hardware:**
 - CTD **MUST** fill out on all sample rounds regardless of ownership.
- **APPAREL ONLY Block/Last Used:**
 - CTD to confirm if block/reference pattern was used provided by KTD.
 - CTD to advise in fit comments the block or pattern reference used.

Sample Information

Fit Sample Sample 2	Sample Type FIT SAMPLE	Fit Status NOT APPROVED
Reason Code FIT CHANGE		
Date Received 03/22/2021	Ownership KOHLS TD	Decision Date
Measurer 1	Measurer 2 KALLIE DURANT	Actual Fabric/Material Yes
Actual Trim/Hardware Yes	Block/Last Used Yes	Actual Outsole --Select--
Date Fit 03/23/2021	Fit With	
Fit Session Attendees		



FIT EVAL

REQUIRED FIELDS (CONT'D)

- **APPAREL ONLY: POM Material**

- **KTD** required to fill out POM Material fields.
- All material entered in these fields **MUST** match the material entered in the matching field on the POM tab. (Material 1 here must match material 1 on POM page, material 2 here must match material 2 on POM page, and so on.)

POM Material	
Material 1 <input type="text"/>	Material 2 <input type="text"/>
Material 3 W 100 RAYON TWILL-2/2 4.12 OZ/YD2	Material 4 <input type="text"/>
Material 5 <input type="text"/>	Material 6 <input type="text"/>
Material 7 <input type="text"/>	Material 8 <input type="text"/>
Material 9 <input type="text"/>	Material 10 <input type="text"/>

