

Adopted Style Handoff



Process

TIMELINE

Occurs seasonally, immediately after Buy Meeting

PURPOSE

To handoff finalized styles ready for counter fitting

AGENDA

- PM team updates TD team with Buy Meeting timing
- PM team delivers counter samples to TD team via shoe racks immediately following Buy Meeting
- PM team shares completed Line Sheet with TD, and include any special notes regarding big buys, new materials/constructions, or potential wear tests (wear test selections to be finalized at a later date)
- Counter Sample(s) handed off are:
 - Correct in style/silhouette
 - Correct in material/trim
 - Correct supplier
 - Set up in OnePLM and supplier assigned
- Post Buy 1 Handoff = 70% of Assortment
- Post Buy 2 Handoff = Remaining 30% of Assortment

INPUTS

Product Management

- Counter Samples
- Completed Line Sheet
- Completed Style Set up in OnePLM

OUTPUTS

Technical Design

- Fit Review of Counter Samples
- Fit Feedback posted to OnePLM within 1 week of handoff
- TD updates PM team with any major concerns based on counter fit reviews

Product Integrity

- Identifies risk items and advises recommendations

ATTENDEES

REQUIRED

- Associate Product Manager
- Product Development Coordinator
- Technical Designer

OPTIONAL

- Technical Design Manager
- Product Integrity Manager
- Product Integrity Analyst
- Product Manager
- Product Dev Specialist