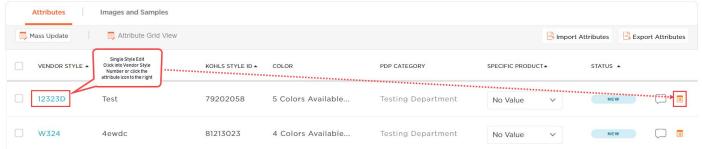
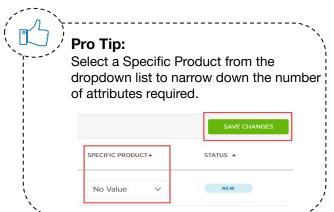
Quick Reference Guide - Four Ways to Attribute

There are multiple ways that vendors are able to complete attributes in K-Link. Please note this is the Vendor View for attribute completion.

Option 1: Single Style Edit

To complete attribution for a single style, click on the vendor style number or attribute icon to see the full list of required attributes





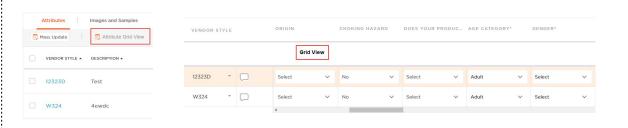
Option 2: Mass Style Edit

Complete mass style edit by selecting applicable styles using the check box on the left hand side. Select "Mass Update" to mass update common attributes for selected styles. Only common attributes will appear in this view



Option 3: Grid View

Complete attributes in a grid view within K-Link. To quickly fill in the same values across several styles, click on the applicable rows, then type the value in the top row and it will auto-populate into all selected rows.



Option 4: Excel Export / Import

Complete attributes by exporting into Excel. Be sure to enable macros once file has downloaded. Once complete, user is able to import excel file back into K-Link for their merchant group. **NOTE: Need to make sure select "All Files" to find your saved excel file to import into K-Link.

