

# 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

VENDOR STYLE	KOHL'S STYLE ID	COLOR	PDP CATEGORY	SPECIFIC PRODUCT	STATUS	
<input type="checkbox"/> 12323D	Test	79202058	5 Colors Available...	Testing Department	No Value	NEW
<input type="checkbox"/> W324	4ewdc	81213023	4 Colors Available...	Testing Department	No Value	NEW



### Pro Tip:

Select a Specific Product from the dropdown list to narrow down the number of attributes required.

SPECIFIC PRODUCT ▾ STATUS ▾

No Value ▾ NEW

SAVE CHANGES

## 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

VENDOR STYLE	DESCRIPTION
<input checked="" type="checkbox"/>	12323D Test
<input checked="" type="checkbox"/>	W324 4ewdc

## 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.

VENDOR STYLE	DESCRIPTION
<input type="checkbox"/>	12323D Test
<input type="checkbox"/>	W324 4ewdc

VENDOR STYLE	ORIGIN	CHOKING HAZARD	DOES YOUR PRODUC...	AGE CATEGORY*	GENDER*
12323D	Select	No	Select	Adult	Select
W324	Select	No	Select	Adult	Select

## 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.

Import Attributes Export Attributes

SPECIFIC PRODUCT ▾ STATUS ▾

No Value ▾ NEW

No Value ▾ NEW

