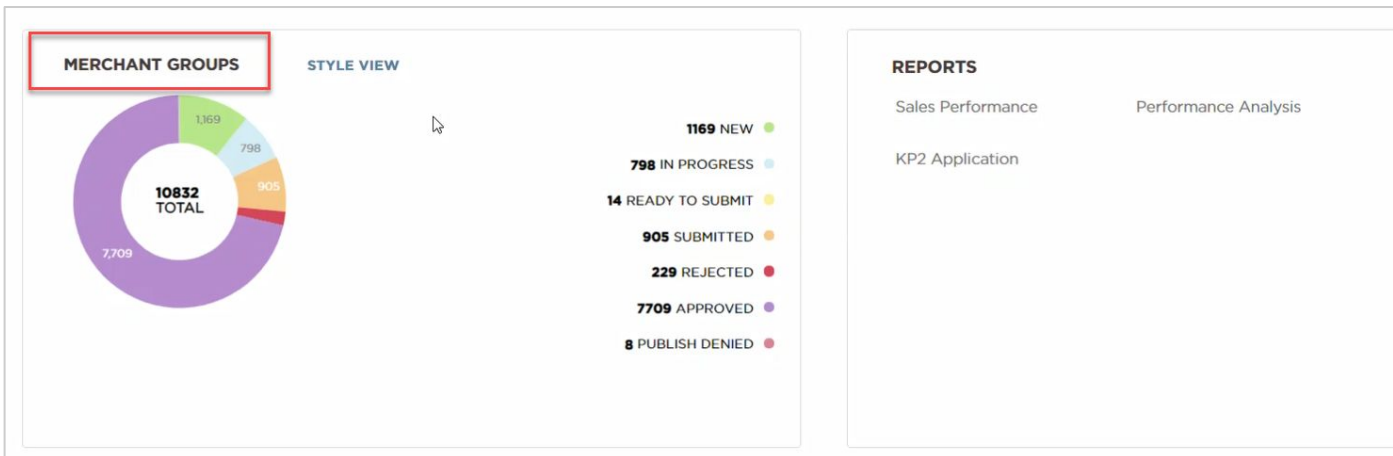


How To Attribute Using Mass Attribution

Mass update common attributes across multiple styles within the same Merchant Group

1. Navigate to Merchant Group landing page
 - a. To get there, scroll down to the Merchant Group widget on the K-Link home screen and click the Merchant Groups hyperlink



2. Click on Advanced Filters
3. Input your Merchant Group within the Merchant Group Name column
 - a. Click Apply Filters

Merchant Groups (1)

The screenshot shows the 'Merchant Groups' filter interface. At the top, there are several filter buttons: 'DEPARTMENTS', 'BRANDS', 'ASSIGNED TO', 'MAP STATUS', and 'STATUS'. A red circle with the number '1' points to the 'Advanced Filters' link. Below these buttons is a search bar labeled 'Merchant Group Name' with a red circle and the number '2' next to it. The search bar contains the text 'FOSSIL INC_19_DEMO GROUP 12.9'. To the right of the search bar are fields for 'Attribute Due Date', 'Image Due Date', 'Class', and 'Parent Filter'. At the bottom right, there are two buttons: 'CLEAR FILTER' and 'APPLY FILTER', with a red circle and the number '3' next to the 'APPLY FILTER' button.

4. Take ownership of the Attribution Timeline using 1 of 2 ways shown below

The first method shows a table with columns 'ASSIGNED TO', 'DUE DATE', and 'STATUS'. The 'ASSIGNED TO' column contains 'Attribution Timeline' and 'Not Assigned'. The 'DUE DATE' column contains '01/20/2022'. The 'STATUS' column contains 'NEW' and 'EDIT' buttons, with a red box highlighting the 'EDIT' button.

OR

The second method shows a card for 'Merchant1 Specialist1' with the title 'Merchandise Specialist' and a red box highlighting the 'Take ownership' button.

5. Select a Specific Product for your style from the dropdown list to narrow down the number of attributes required
 - a. Select “Save Changes”
 - b. Your style status will change from “New” to “In Progress”

A screenshot of a web interface showing a 'SPECIFIC PRODUCT' dropdown menu with 'No Value' selected. To the right is a 'STATUS' dropdown with a 'NEW' button. A green 'SAVE CHANGES' button is located above the 'STATUS' dropdown. Red boxes highlight the 'SPECIFIC PRODUCT' dropdown and the 'SAVE CHANGES' button.

6. Checkmark the styles that will have the exact same attributes and click the “Mass Update” button in the upper righthand corner

Attributes						
Images and Samples						
<div>Mass Update</div> <div>Attribute Grid View</div> <div>Import Attributes</div>						
<input type="checkbox"/>	VENDOR STYLE ▲	DESCRIPTION	KOHL'S STYLE ID	VENDOR COLOR	PDP CATEGORY	SPECIFIC PRODUCT
<input type="checkbox"/>	STYLE11	DEMO STYLE 11	18744244	3 Colors Available...	Testing Department	No Value ▼
<input checked="" type="checkbox"/>	STYLE22	DEMO STYLE 22	54021508	ORANGE	Testing Department	No Value ▼
<input checked="" type="checkbox"/>	STYLE33	DEMO STYLE 33	19521920	3 Colors Available...	Testing Department	No Value ▼

7. Fill out **ALL** attribution fields that will be the same between the selected styles
 - a. Attribution fields are either freeform text boxes, dropdowns or multi-select dropdowns
 - b. Please choose or write “No Value” for any attribute that does not apply to your products

Add Attributes

DEPARTMENT 19 | VENDOR: FOSSIL INC | BRAND: RELIC | STYLE: MULTI

Style Attributes

SKU

SETUP INFORMATION

Vendor

FOSSIL INC ▼

Brand

RELIC ▼

Option 1: If ALL attributes will be exactly the same between the selected styles you are mass attributing

8. Click "Save" at the top right to save your work. A message will appear noting that the work entered was saved
9. Once attribution has been filled out, click the "Finish" button at the top of the screen
 - a. If you missed an attribute, a red box will appear around the missed attribute(s). Please fill them out and click "Save""Finish" again



What's Included?

Please enter a value

10. Once attribution is complete, your styles' status will now show as "Ready to Submit"
11. Checkmark your styles that are "Ready to Submit" and click the "Submit" button in the bottom right corner

Attributes

Images and Samples

Mass Update

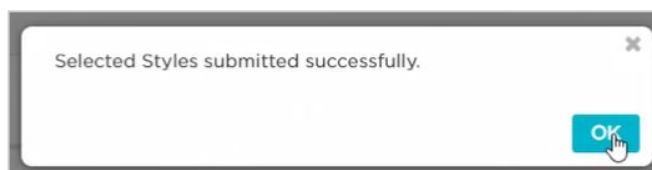
Attribute Grid View

Import Attributes

Export Attributes

<input type="checkbox"/>	VENDOR STYLE ▲	DESCRIPTION ▲	KOHL'S STYLE ID ▲	COLOR	PDP CATEGORY	SPECIFIC PRODUCT ▲	STATUS ▲
<input type="checkbox"/>	STYLE11	DEMO STYLE 11	18744244	3 Colors Available...	Testing Department	No Value ▾	SUBMITTED
<input checked="" type="checkbox"/>	STYLE22	DEMO STYLE 22	54021508	ORANGE	Testing Department	No Value ▾	READY TO SUBMIT
<input checked="" type="checkbox"/>	STYLE33	DEMO STYLE 33	19521920	3 Colors Available...	Testing Department	No Value ▾	READY TO SUBMIT

12. You will receive a popup message saying "Selected Styles submitted successfully"
 - a. Your styles' status will now show as "Submitted"



<input type="checkbox"/>	STYLE22	DEMO STYLE 22	54021508	ORANGE	Testing Department	No Value ▼	SUBMITTED
<input type="checkbox"/>	STYLE33	DEMO STYLE 33	19521920	3 Colors Available...	Testing Department	No Value ▼	SUBMITTED

Option 2: If NOT ALL attributes will be exactly the same between the selected styles you are mass attributing

- Click "Save" at the top right to save your work. A message will appear noting that the work entered was saved
- Click the "X" in the upper lefthand corner

Add Attributes

DEPARTMENT 19 | VENDOR: FOSSIL INC | BRAND: RELIC | STYLE: MULTI

SAVE

FINISH

- Your selected styles will still show a status of "In Progress" as not all attribution has been filled out yet.
- Proceed to doing the Single Attribution process for each individual style, filling in the remaining attribute fields that will be different than the other styles
- Once attribution is complete, your styles' status will now show as "Ready to Submit"
- Checkmark your styles that are "Ready to Submit" and click the "Submit" button in the bottom right corner

Attributes

Images and Samples

Mass Update

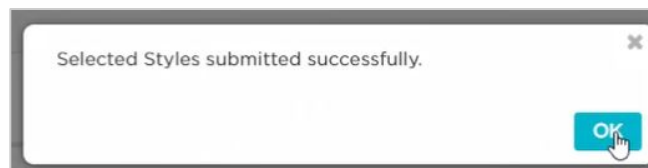
Attribute Grid View

Import Attributes

Export Attributes

<input type="checkbox"/>	VENDOR STYLE ▲	DESCRIPTION ▲	KOHL'S STYLE ID ▲	COLOR	PDP CATEGORY	SPECIFIC PRODUCT ▲	STATUS ▲
<input type="checkbox"/>	STYLE11	DEMO STYLE 11	18744244	3 Colors Available...	Testing Department	No Value ▼	SUBMITTED
<input checked="" type="checkbox"/>	STYLE22	DEMO STYLE 22	54021508	ORANGE	Testing Department	No Value ▼	READY TO SUBMIT
<input checked="" type="checkbox"/>	STYLE33	DEMO STYLE 33	19521920	3 Colors Available...	Testing Department	No Value ▼	READY TO SUBMIT

- You will receive a popup message saying "Selected Styles submitted successfully"
 - Your styles' status will now show as "Submitted"



<input type="checkbox"/>	STYLE22	DEMO STYLE 22	54021508	ORANGE	Testing Department	No Value ▼	SUBMITTED
<input type="checkbox"/>	STYLE33	DEMO STYLE 33	19521920	3 Colors Available...	Testing Department	No Value ▼	SUBMITTED