

Merchant Group Landing Page



The Merchant Group Landing Page can be accessed via the Product link in the top navigation or from the Merchant Group section on the Dashboard Page.

Purpose

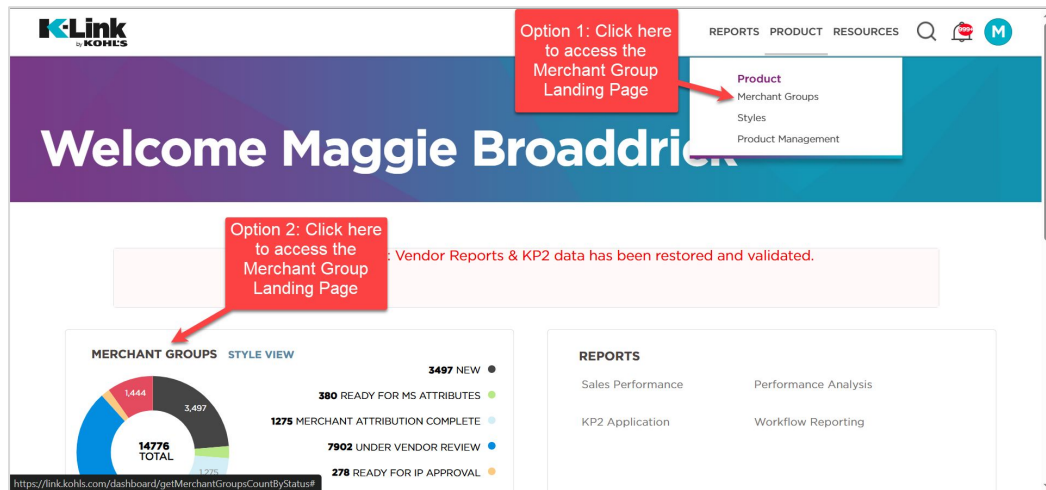
This page provides a list of merchant groups that are moving through K-Link. There are filtering capabilities to easily navigate to specific merchant groups.

What is a Merchant Group?

A merchant group is an organizational tool to group styles together. Which styles will be grouped together is determined during item set up. Most likely, organization will be based on buy or season, but will be up to each office to determine what works best for their area.

Naming Convention

The merchant group naming convention is as follows: **Vendor Name_Dept Number_Name of Group.**



Merchant Group Landing Page

Merchant Groups

This column displays the name of the merchant group. Past this column, the merchant group is split into two timelines:

the top line is for attribution and **the bottom line is for images.**

Merchant Groups (213)

11-SOLID SHEETS	VENDORS	BRANDS	ASSIGNED TO	STATUS	Advanced Filters
PRODUCT LAUNCH DATE	MERCHANT GROUPS	ASSIGNED TO	DUE DATE	STATUS	
05/05/2019	LI & FUNG (TRADING) LIMITED_11_BTS 19 BIG ONE JERSEY Styles: 48 SKUs: 48	IP1View1 IP Take ownership Ellen Ying VU	04/01/2019 01/03/2019	WAITING ON IMAGES REJECTED	VIEW VIEW

Attribute Timeline Icon 

Image Timeline Icon 

Attribute ti
Image time

Assigned To

This column displays the name of the person that's working on the group. When "Assigned To" says "Not Assigned", it means no one has begun working on that group. Clicking the blue "edit" button will automatically assign the group to you. If someone else is listed as the owner, you can select the "Take Ownership" link to assign the group to yourself.

Merchant Groups (213)

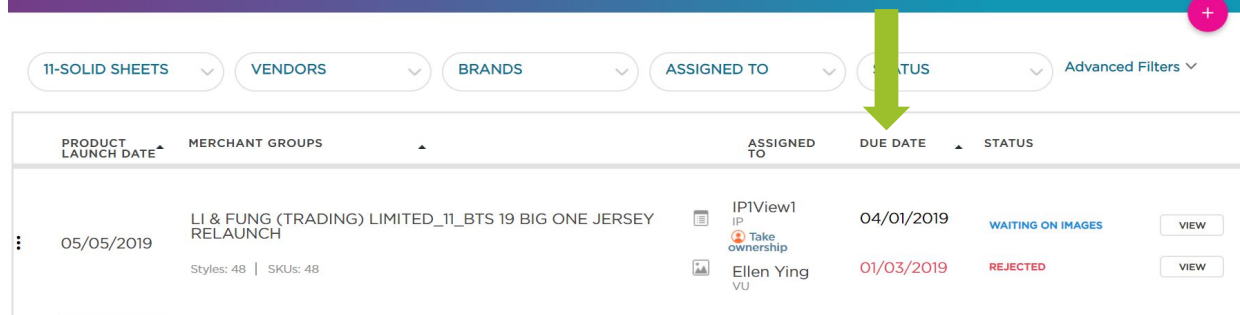
11-SOLID SHEETS	VENDORS	BRANDS	ASSIGNED TO	STATUS	Advanced Filters
PRODUCT LAUNCH DATE	MERCHANT GROUPS	ASSIGNED TO	DUE DATE	STATUS	
05/05/2019	LI & FUNG (TRADING) LIMITED_11_BTS 19 BIG ONE JERSEY Styles: 48 SKUs: 48	IP1View1 IP Take ownership Ellen Ying VU	04/01/2019 01/03/2019	WAITING ON IMAGES REJECTED	VIEW VIEW

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Due Date

This column displays due dates, assigned by the merchants, for when attributes and images need to be uploaded by. Each timeline has its own due date display. By clicking on the header, you can sort the groups by due date. Due dates that are past due will turn red but do not prevent you from still accessing the group and completing work.

Merchant Groups (213)



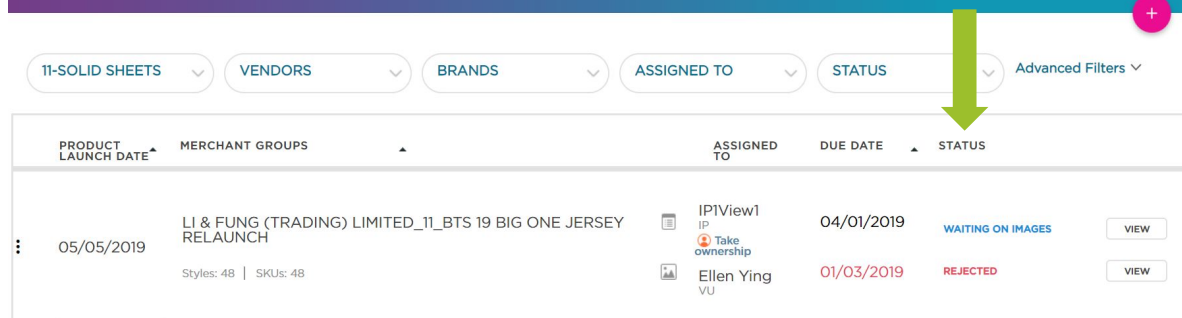
The screenshot shows the 'Merchant Groups (213)' landing page. At the top, there are filter buttons: '11-SOLID SHEETS', 'VENDORS', 'BRANDS', 'ASSIGNED TO', 'STATUS', and 'Advanced Filters'. Below these is a table with columns: 'PRODUCT LAUNCH DATE', 'MERCHANT GROUPS', 'ASSIGNED TO', 'DUE DATE', and 'STATUS'. A green arrow points to the 'DUE DATE' column header. The table contains two rows of data for the merchant group 'LI & FUNG (TRADING) LIMITED_11_BTS 19 BIG ONE JERSEY'.

PRODUCT LAUNCH DATE	MERCHANT GROUPS	ASSIGNED TO	DUE DATE	STATUS	
05/05/2019	LI & FUNG (TRADING) LIMITED_11_BTS 19 BIG ONE JERSEY Styles: 48 SKUs: 48	IP1View1 IP Take ownership Ellen Ying VU	04/01/2019 01/03/2019	WAITING ON IMAGES REJECTED	VIEW VIEW

Status

This column provides insight into where the merchant group is in the set-up process. As a Vendor, you will see 7 statuses throughout the workflow progression of the merchant group.

Merchant Groups (213)



The screenshot shows the 'Merchant Groups (213)' landing page. At the top, there are filter buttons: '11-SOLID SHEETS', 'VENDORS', 'BRANDS', 'ASSIGNED TO', 'STATUS', and 'Advanced Filters'. Below these is a table with columns: 'PRODUCT LAUNCH DATE', 'MERCHANT GROUPS', 'ASSIGNED TO', 'DUE DATE', and 'STATUS'. A green arrow points to the 'STATUS' column header. The table contains two rows of data for the merchant group 'LI & FUNG (TRADING) LIMITED_11_BTS 19 BIG ONE JERSEY'.

PRODUCT LAUNCH DATE	MERCHANT GROUPS	ASSIGNED TO	DUE DATE	STATUS	
05/05/2019	LI & FUNG (TRADING) LIMITED_11_BTS 19 BIG ONE JERSEY Styles: 48 SKUs: 48	IP1View1 IP Take ownership Ellen Ying VU	04/01/2019 01/03/2019	WAITING ON IMAGES REJECTED	VIEW VIEW

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Filters

There are a variety of ways to filter what merchant groups you want to see. You can filter by: Department, Brands, Assigned To, MAP Status or Status depending on what merchant groups you want to see.

Advanced Filters

You can click on Advanced Filters for even more filtering options. You can filter by Merchant Group Name, Attribute Due Date, Image Due Date and Class. We like to copy and paste the merchant group directly into the Merchant Group Name column and click Apply Filters to quickly bring up the specific merchant group we are looking for!

The screenshot displays the Merchant Group Landing Page in two states. The top view, titled 'Merchant Groups (63295)', shows a list of merchant groups with columns for Product Launch Date, Merchant Groups, Assigned To, Due Date, and Status. The bottom view, titled 'Merchant Groups (1)', shows a detailed view of a specific merchant group with filters for Departments, Vendors, Brands, Assigned To, MAP Status, and Status. The 'Advanced Filters' section is highlighted with a green arrow, showing fields for Merchant Group Name, Attribute Due Date, Image Due Date, and Class.

Merchant Groups (63295)

PRODUCT LAUNCH DATE	MERCHANT GROUPS	ASSIGNED TO	DUE DATE	STATUS
01/01/1900	NIKE USA INC_357_SPI9 SLEEVELESS TOPS Styles: 7 SKUs: 184	KOHL'S NikeFN NikeLN Take ownership	01/01/2019	APPROVED IN PROGRESS

Merchant Groups (1)

DEPARTMENTS VENDORS BRANDS ASSIGNED TO MAP STATUS STATUS Advanced Filters ^

Merchant Group Name: LI & FUNG (TRADING) LIMITED_32_SONOMA_MESHPOUCHSET_F8DFF4 X

Attribute Due Date: All

Image Due Date: All

Class: Class

CLEAR FILTER APPLY FILTER