Sample FAQs

Question/Issue	Answer
I am not receiving Sample Alerts	Please check your Spam folder. If you are still not seeing the alerts from OnePLM, please reach out to oneplmsupport@kohls.com
I am not able to find a sample that I got an alert for, or that Kohl's told me about	Please reach out to the Kohl's Production team you are working with to confirm they have added you to the sample request. If you are still having issues, please reach out to oneplmsupport@kohls.com
How do I enter sample tracking information into OnePLM?	Please reference the Sample Management Job Aid for instructions on **page 4** for entering tracking information
Where do I enter vendor sample comments?	Please reference the Sample Management Job Aid for instructions on **page 5** for where to enter comments
How do I print sample tags to attach to the samples I am sending to Kohl's?	Please reference the Sample Management Job Aid for instructions on **page 3** for how to generate sample tags
How do I view sample comments entered by Kohl's?	Please reference the Sample Management Job Aid for instructions on **page 8** for viewing Kohl's comments
How do I find all samples that have been requested by Kohl's for the season?	Please reference the Sample Management Job Aid for instructions on **page 9** for searching all samples requested by Kohl's