

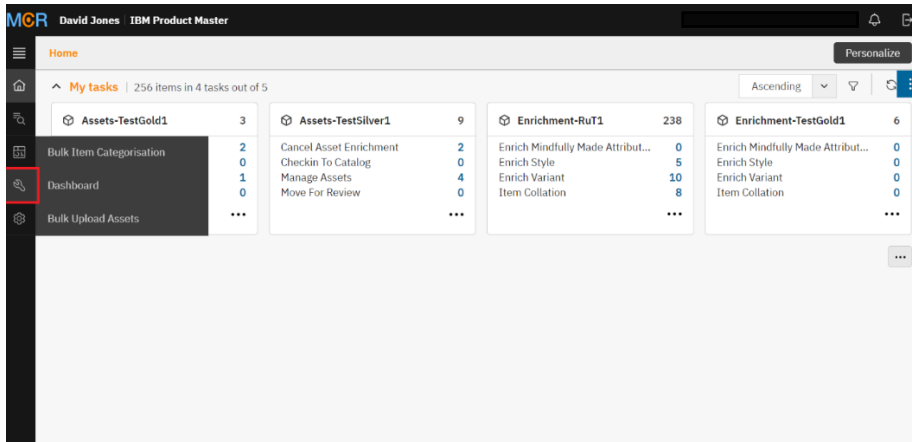
DAVID JONES

How to bulk upload using a CSV template

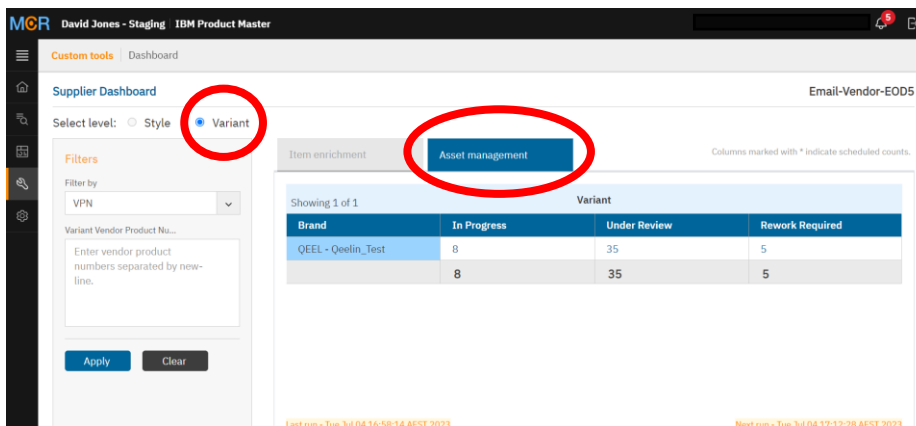
DAVID JONES

How to bulk upload using a CSV template

- Click on custom tools and then click on Dashboard.

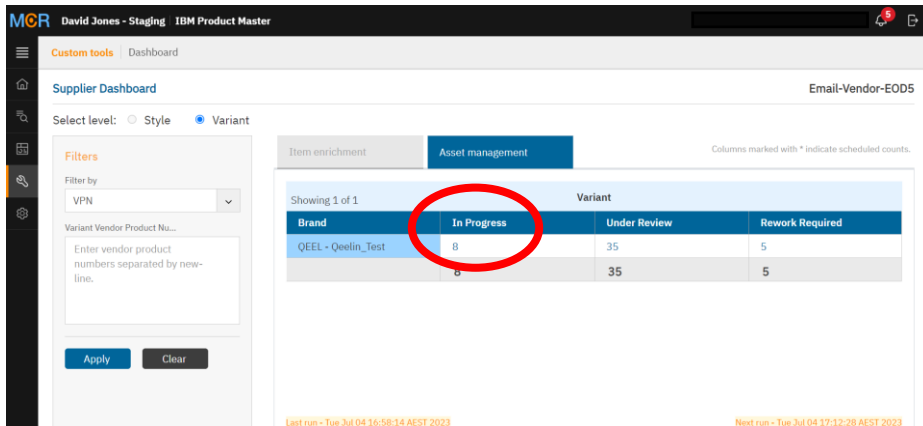


- Once you are on the dashboard, click on variant and then on asset management.



DAVID JONES

- Click on the number under 'In Progress' relevant to your brand. You may see multiple brands. This shows the number of the number of variants pending in the asset management workflow.



Supplier Dashboard | Email-Vendor-EOD5

Select level: ☐ Style ☒ Variant

Filters

Filter by: VPN

Variant Vendor Product Nu...
Enter vendor product numbers separated by new-line.

Apply Clear

Item enrichment | Asset management

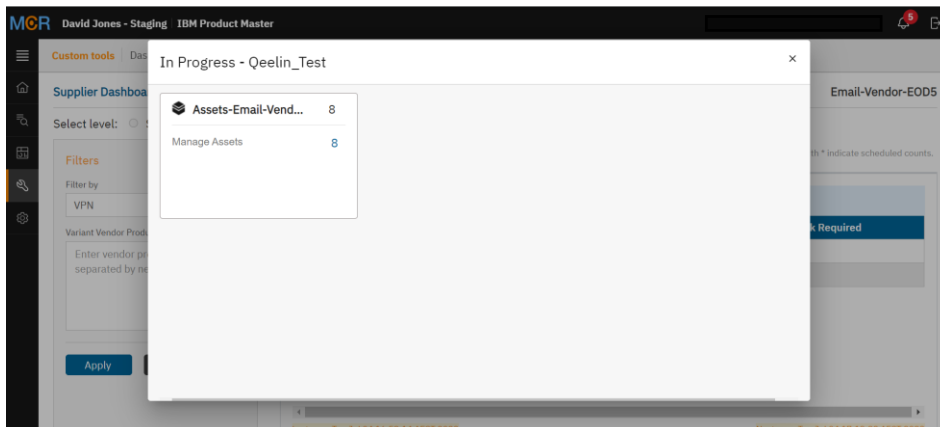
Showing 1 of 1

Brand	In Progress	Under Review	Rework Required
QEEL - Qeelin_Test	8	35	5

Columns marked with * indicate scheduled counts.

Last run - Tue Jul 04 16:58:12 AEST 2023 | Next run - Tue Jul 04 17:12:26 AEST 2023

- A window with a widget will open up. Click on the number again to enter the grid view.



Supplier Dashboard | Email-Vendor-EOD5

Select level: ☐ Style ☒ Variant

Filters

Filter by: VPN

Variant Vendor Product Nu...
Enter vendor product numbers separated by new-line.

Apply

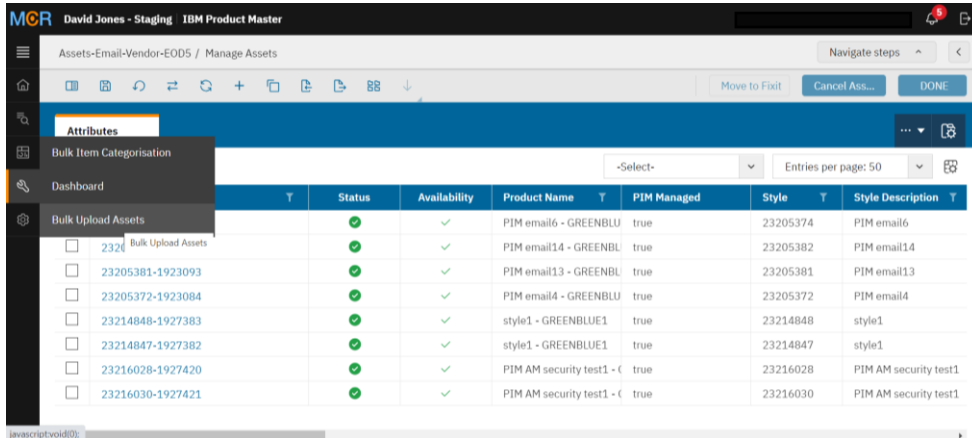
In Progress - Qeelin_Test

Assets-Email-Vend...	8
Manage Assets	8

Last run - Tue Jul 04 16:58:14 AEST 2023 | Next run - Tue Jul 04 17:12:26 AEST 2023

DAVID JONES

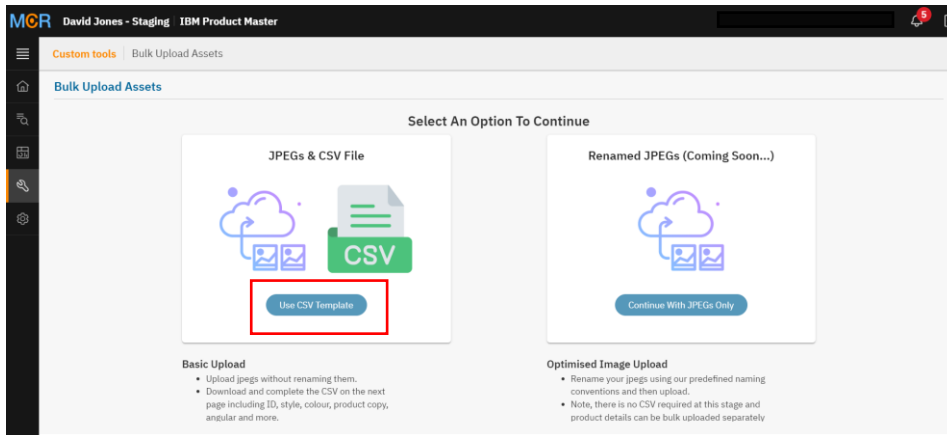
- Once on the grid view, click on custom tools and then select Bulk Upload Assets



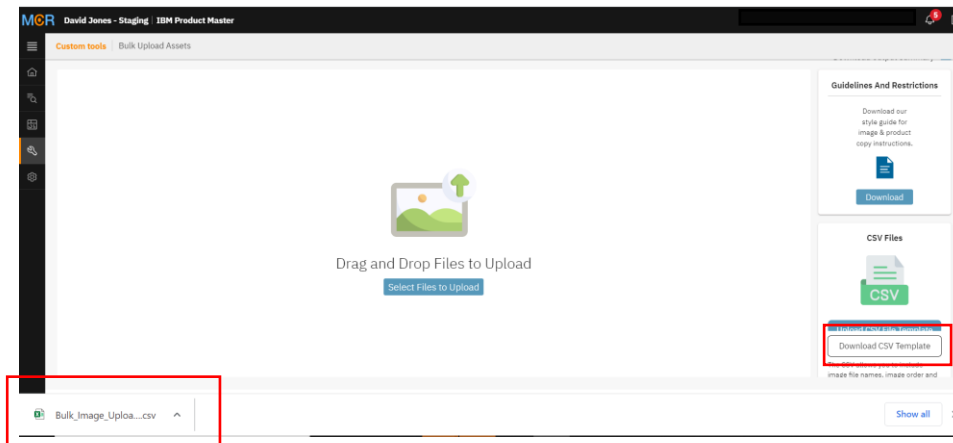
The screenshot shows the MCR David Jones - Staging IBM Product Master interface. The left sidebar has a menu with 'Bulk Upload Assets' selected. The main area displays a table with columns: Status, Availability, Product Name, PIM Managed, Style, and Style Description. The table contains 8 rows of data, each with a checkbox in the first column.

	Status	Availability	Product Name	PIM Managed	Style	Style Description
<input type="checkbox"/>	✓	✓	PIM email6 - GREENBLU	true	23205374	PIM email6
<input type="checkbox"/>	✓	✓	PIM email14 - GREENBLU	true	23205382	PIM email14
<input type="checkbox"/>	✓	✓	PIM email13 - GREENBLU	true	23205381	PIM email13
<input type="checkbox"/>	✓	✓	PIM email4 - GREENBLU	true	23205372	PIM email4
<input type="checkbox"/>	✓	✓	style1 - GREENBLUE1	true	23214848	style1
<input type="checkbox"/>	✓	✓	style1 - GREENBLUE1	true	23214847	style1
<input type="checkbox"/>	✓	✓	PIM AM security test1 - (true	23216028	PIM AM security test1
<input type="checkbox"/>	✓	✓	PIM AM security test1 - (true	23216030	PIM AM security test1

- You will see the following window, click on 'Use CSV template'



- Click on download CSV template and a CSV template should download.



DAVID JONES

- Open the CSV template and populate all the information.

Product Number	Style Description	Colour Description	Product Copy	Swatch	Angle#1	Angle#2	Angle#3	Angle#4	Angle#5	Angle#6	Angle#7	Angle#8	Angle#9
23216030-1927421	PIM AM security test1	GREENBLUE1											
23214848-1927383	style1	GREENBLUE1											
23214847-1927382	style1	GREENBLUE1											
23205374-1923086	PIM email6	GREENBLUE1											
23205382-1923094	PIM email14	GREENBLUE1											
23205381-1923093	PIM email13	GREENBLUE1											
23205372-1923084	PIM email4	GREENBLUE1											

- Fill in all the required information as shown below.

Product Number	Style Description	Colour Description	Product Copy	Swatch	Angle#1	Angle#2	Angle#3	Angle#4	Angle#5	Angle#6	Angle#7	Angle#8	Angle#9
23216030-1927421	PIM AM security test1	GREENBLUE1	This is the product copy for v. Test 1		Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1
23214848-1927383	style1	GREENBLUE1	This is the product copy for Test 2		Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2
23214847-1927382	style1	GREENBLUE1	This is the product copy for 5246-2496		5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496
23205374-1923086	PIM email6	GREENBLUE1	This is the product copy for v. Test 1		Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1	Ang Test 1
23205382-1923094	PIM email14	GREENBLUE1	This is the product copy for Test 2		Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2	Ang Test 2
23205381-1923093	PIM email13	GREENBLUE1	This is the product copy for 5246-2496		5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496
23205372-1923084	PIM email4	GREENBLUE1	This is the product copy for 5246-2496		5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496	5246-2496

Note: Image names must be copied with the right extension. So, if a file name is shoes.jpg, it is important you copy the file name with the right extension as shown above.

- Save the CSV file and upload it using the 'Upload CSV file template' option. You will see the name of the CSV template visible above this button.

David Jones - Staging IBM Product Master

Custom tools Bulk Upload Assets

Bulk Upload Assets

Upload Images

Drag and Drop Files to Upload

Select Files to Upload

Download output summary

Guidelines And Restrictions

Download our style guide for image & product copy instructions.

Download

CSV Files

Bulk_image_upload_Template (18).csv

Upload CSV File Template

Download CSV Template

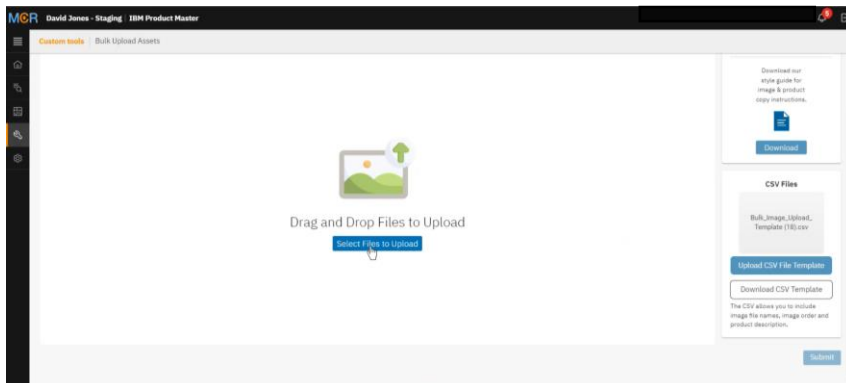
The CSV allows you to include

2. Once the template has been uploaded you will see the name of the file here

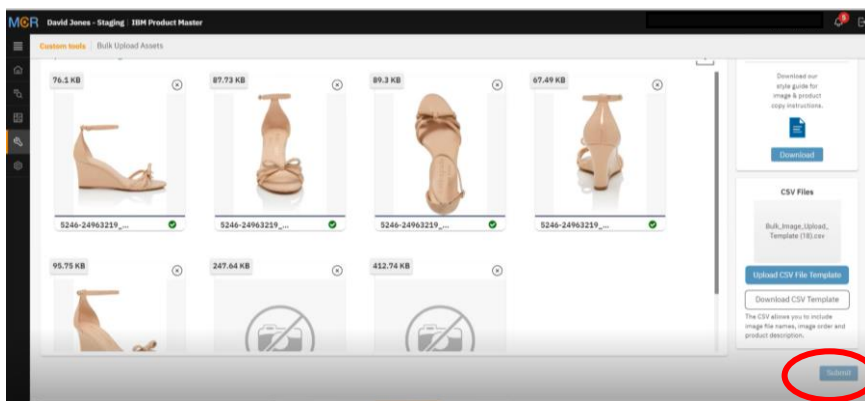
1. To upload the template, click here

DAVID JONES

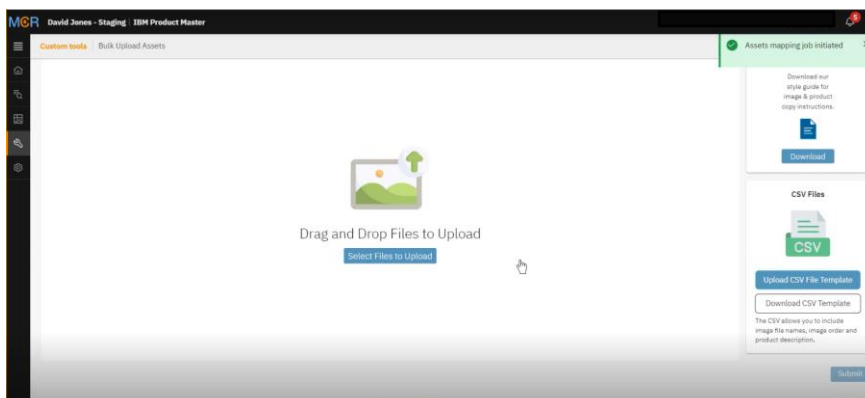
- Drag and drop images into the central space. You can also browse for them by clicking on the 'Select files to Upload' button.



- Once the images have been uploaded click on submit.

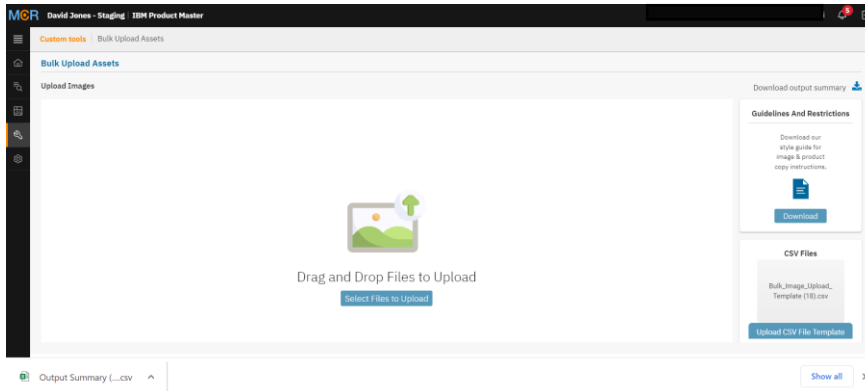


- You will see a green dialog box that says, 'Assets mapping initiated'. This means that the images are being mapped to the correct variants. PIM uses the CSV template provided to do this mapping.



- Click on 'download output summary' to see the status of the upload.

DAVID JONES



- Open the excel file, and you will see the status for each of the variants.

The screenshot shows an Excel spreadsheet titled 'Output Summary (10).csv'. The spreadsheet has two columns: 'Product Number' and 'Status'. The status for all listed product numbers is 'Item uploaded successfully'.

Product Number	Status
23216030-1927421	Item uploaded successfully
23214848-1927383	Item uploaded successfully
23214847-1927382	Item uploaded successfully
23205374-1923086	Item uploaded successfully
23205382-1923094	Item uploaded successfully
23205381-1923093	Item uploaded successfully
23205372-1923084	Item uploaded successfully

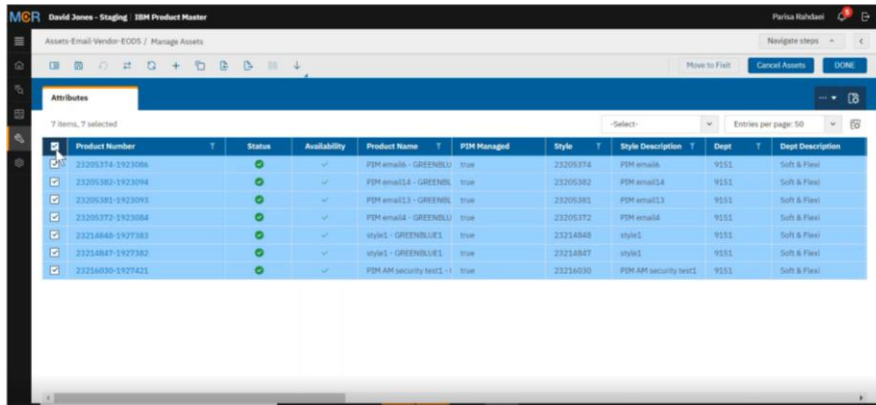
- Navigate your way to the grid view using the dashboard or the home screen widgets.

The screenshot shows the 'Manage Assets' grid view in the IBM Product Master. The grid displays a list of product variants with columns for Product Number, Status, Availability, Product Name, PDM Managed, Style, Style Description, Dept, and Dept Description. The status for all listed variants is 'true'.

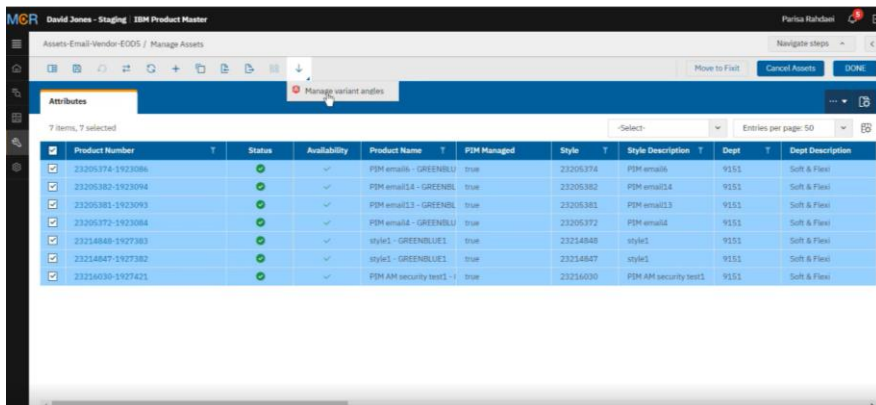
Product Number	Status	Availability	Product Name	PDM Managed	Style	Style Description	Dept	Dept Description
23205374-1923086	✓	✓	PDM email1 - GREENBLU	true	23205374	PDM email1	9151	Soft & Flexi
23205382-1923094	✓	✓	PDM email14 - GREENBL	true	23205382	PDM email14	9151	Soft & Flexi
23205381-1923093	✓	✓	PDM email13 - GREENBL	true	23205381	PDM email13	9151	Soft & Flexi
23205372-1923084	✓	✓	PDM email14 - GREENBLU	true	23205372	PDM email14	9151	Soft & Flexi
23214848-1927383	✓	✓	style1 - GREENBLU1E1	true	23214848	style1	9151	Soft & Flexi
23214847-1927382	✓	✓	style1 - GREENBLU1E1	true	23214847	style1	9151	Soft & Flexi
23216030-1927421	✓	✓	PDM AP security test1 - I	true	23216030	PDM AP security test1	9151	Soft & Flexi

DAVID JONES

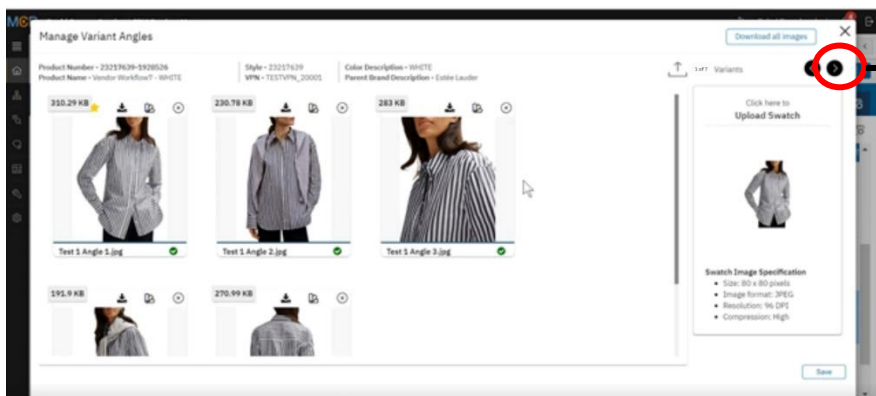
- Select those items for which you have uploaded the assets.



- Click on action icon and then click on Manage Angle Variants



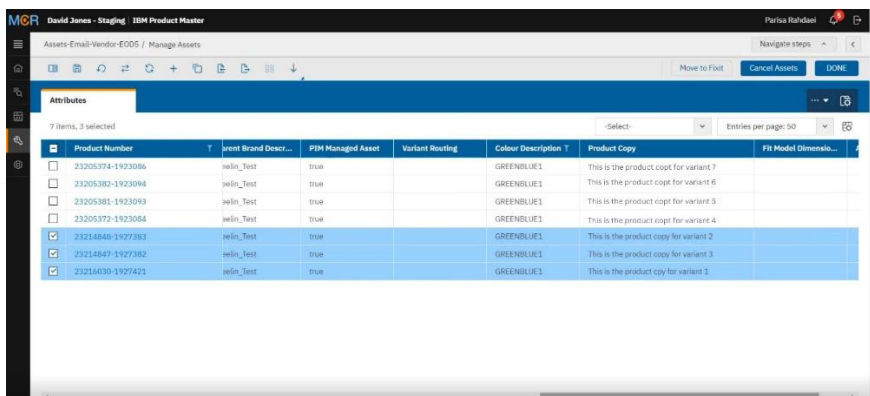
- This is where you will see all the images. Click on the next icon to see the images for the other variants.



Click on the next icon to see the images for the next variant.

DAVID JONES

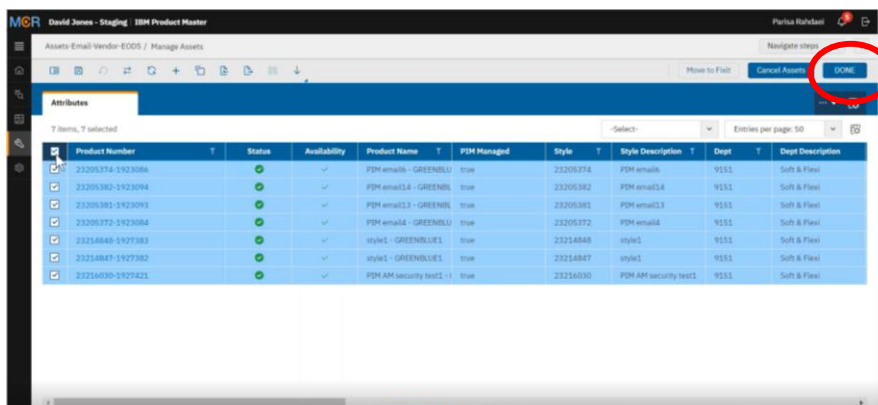
- You can also see the product copies on the grid view.



The screenshot shows the 'Assets-Email-Vendor-EODS / Manage Assets' interface. A table displays product copies with columns: Product Number, Parent Brand Description, PIM Managed Asset, Variant Routing, Colour Description, Product Copy, and Fit Model Dimensions. Seven items are selected, indicated by checkboxes in the first column.

Product Number	Parent Brand Description	PIM Managed Asset	Variant Routing	Colour Description	Product Copy	Fit Model Dimensions
<input type="checkbox"/> 23205374-1923086	jeilin_Test	true		GREENBLUE1	This is the product copy for variant 7	
<input type="checkbox"/> 23205382-1923094	jeilin_Test	true		GREENBLUE1	This is the product copy for variant 6	
<input type="checkbox"/> 23205381-1923093	jeilin_Test	true		GREENBLUE1	This is the product copy for variant 5	
<input type="checkbox"/> 23205372-1923084	jeilin_Test	true		GREENBLUE1	This is the product copy for variant 4	
<input checked="" type="checkbox"/> 23214848-1927383	jeilin_Test	true		GREENBLUE1	This is the product copy for variant 2	
<input checked="" type="checkbox"/> 23214847-1927382	jeilin_Test	true		GREENBLUE1	This is the product copy for variant 3	
<input checked="" type="checkbox"/> 23216030-1927421	jeilin_Test	true		GREENBLUE1	This is the product copy for variant 1	

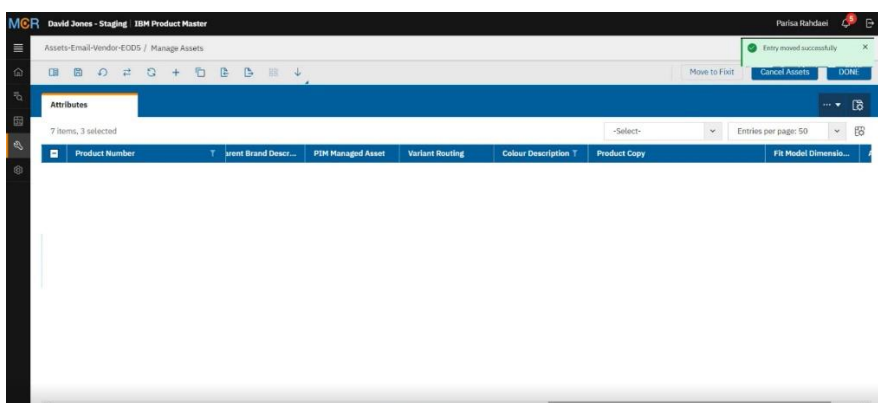
- If you are happy with the assets uploaded, select all the variants and click on done.



The screenshot shows the same grid view as before, but with the 'DONE' button in the top right corner circled in red. The table now includes additional columns: Status, Availability, Product Name, PIM Managed, Style, Style Description, Dept, and Dept Description. All seven items are selected.

Product Number	Parent Brand Description	Status	Availability	Product Name	PIM Managed	Style	Style Description	Dept	Dept Description
<input checked="" type="checkbox"/> 23205374-1923086	jeilin_Test	✓	✓	PDM email6 - GREENBLU	true	23205374	PDM email6	V153	Soft & Flex
<input checked="" type="checkbox"/> 23205382-1923094	jeilin_Test	✓	✓	PDM email5.4 - GREENBLU	true	23205382	PDM email5.4	V153	Soft & Flex
<input checked="" type="checkbox"/> 23205381-1923093	jeilin_Test	✓	✓	PDM email5.3 - GREENBLU	true	23205381	PDM email5.3	V153	Soft & Flex
<input checked="" type="checkbox"/> 23205372-1923084	jeilin_Test	✓	✓	PDM email4 - GREENBLU	true	23205372	PDM email4	V153	Soft & Flex
<input checked="" type="checkbox"/> 23214848-1927383	jeilin_Test	✓	✓	style1 - GREENBLUE1	true	23214848	style1	V153	Soft & Flex
<input checked="" type="checkbox"/> 23214847-1927382	jeilin_Test	✓	✓	style1 - GREENBLUE1	true	23214847	style1	V153	Soft & Flex
<input checked="" type="checkbox"/> 23216030-1927421	jeilin_Test	✓	✓	PDM ARM security test1 - 1	true	23216030	PDM ARM security test1	V153	Soft & Flex

- By clicking done you have confirmed that all the assets uploaded are correct. What happens next is the variants will move to the asset reviewer's workflow.



The screenshot shows the same grid view, but with a green success message at the top: 'Entry moved successfully'. The 'DONE' button is still visible in the top right corner. The table structure remains the same as in the previous screenshot.

Product Number	Parent Brand Description	Status	Availability	Product Name	PIM Managed	Style	Style Description	Dept	Dept Description
<input checked="" type="checkbox"/> 23205374-1923086	jeilin_Test	✓	✓	PDM email6 - GREENBLU	true	23205374	PDM email6	V153	Soft & Flex
<input checked="" type="checkbox"/> 23205382-1923094	jeilin_Test	✓	✓	PDM email5.4 - GREENBLU	true	23205382	PDM email5.4	V153	Soft & Flex
<input checked="" type="checkbox"/> 23205381-1923093	jeilin_Test	✓	✓	PDM email5.3 - GREENBLU	true	23205381	PDM email5.3	V153	Soft & Flex
<input checked="" type="checkbox"/> 23205372-1923084	jeilin_Test	✓	✓	PDM email4 - GREENBLU	true	23205372	PDM email4	V153	Soft & Flex
<input checked="" type="checkbox"/> 23214848-1927383	jeilin_Test	✓	✓	style1 - GREENBLUE1	true	23214848	style1	V153	Soft & Flex
<input checked="" type="checkbox"/> 23214847-1927382	jeilin_Test	✓	✓	style1 - GREENBLUE1	true	23214847	style1	V153	Soft & Flex
<input checked="" type="checkbox"/> 23216030-1927421	jeilin_Test	✓	✓	PDM ARM security test1 - 1	true	23216030	PDM ARM security test1	V153	Soft & Flex

If you have any questions, please reach out to your DJs merchandise and digital representative.