

# hMC - End User Guide

The hybris Management Console (hMC) is the administration tool for the hybris Commerce Suite. Using the hMC, you can manage hybris Commerce Suite business objects such as products, customer data, and orders.

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## About this document

This document provides an overview of the hMC and describes its user interface.

**Audience:** Novice users, catalog managers, print publication managers, product/purchasing managers, product editor, marketing experts

**Related extension:** [hmc Extension](#)

**Validity:** 4.0 and higher

**Based on hybris version:** 3.1-u6

## hmc Extension Resources

[Expand all](#) [Collapse all](#)

## See also

- [Users in the hybris Platform: About user accounts in the hybris Commerce Suite](#)
- [Internationalization and Localization Overview](#)
- [Administration Cockpit - Business Guide](#)

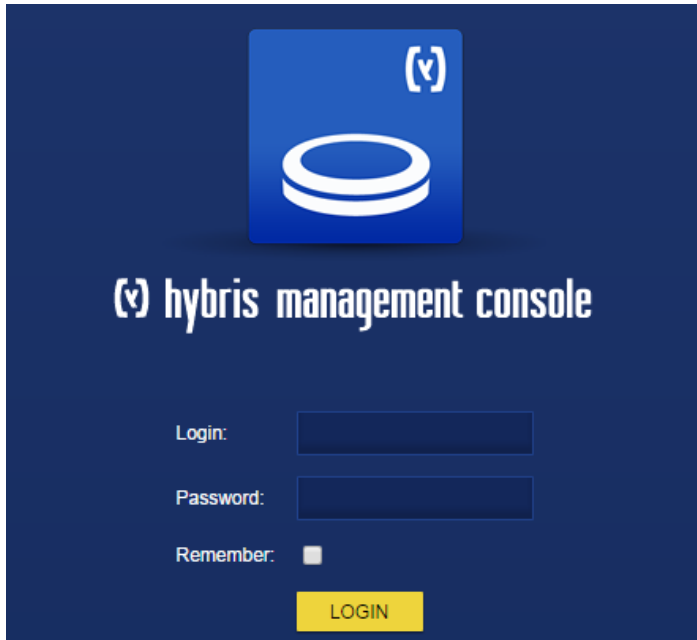
# Logging into the hMC

To log into the hMC:

In the address bar of your Internet browser, enter the URL of the hMC.

The default address is <http://localhost:9001/hmc/hybris>.

The hMC login screen is displayed.



Enter your login ID and your password in the corresponding fields.

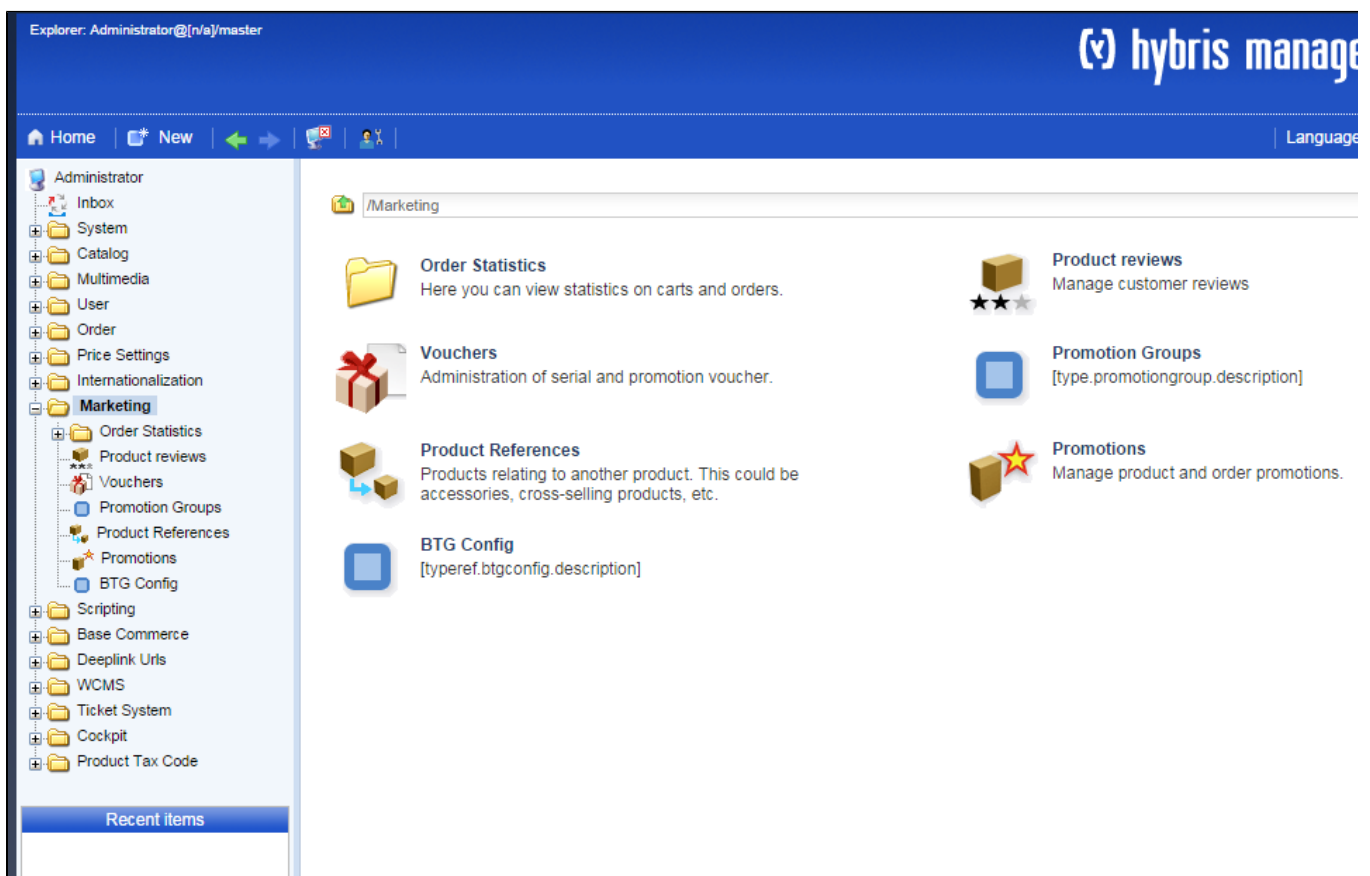
The default values are:

- Login: admin
- Password: nimda.

Optionally, click the Remember checkbox to save your credentials.

Click the **Login** button.

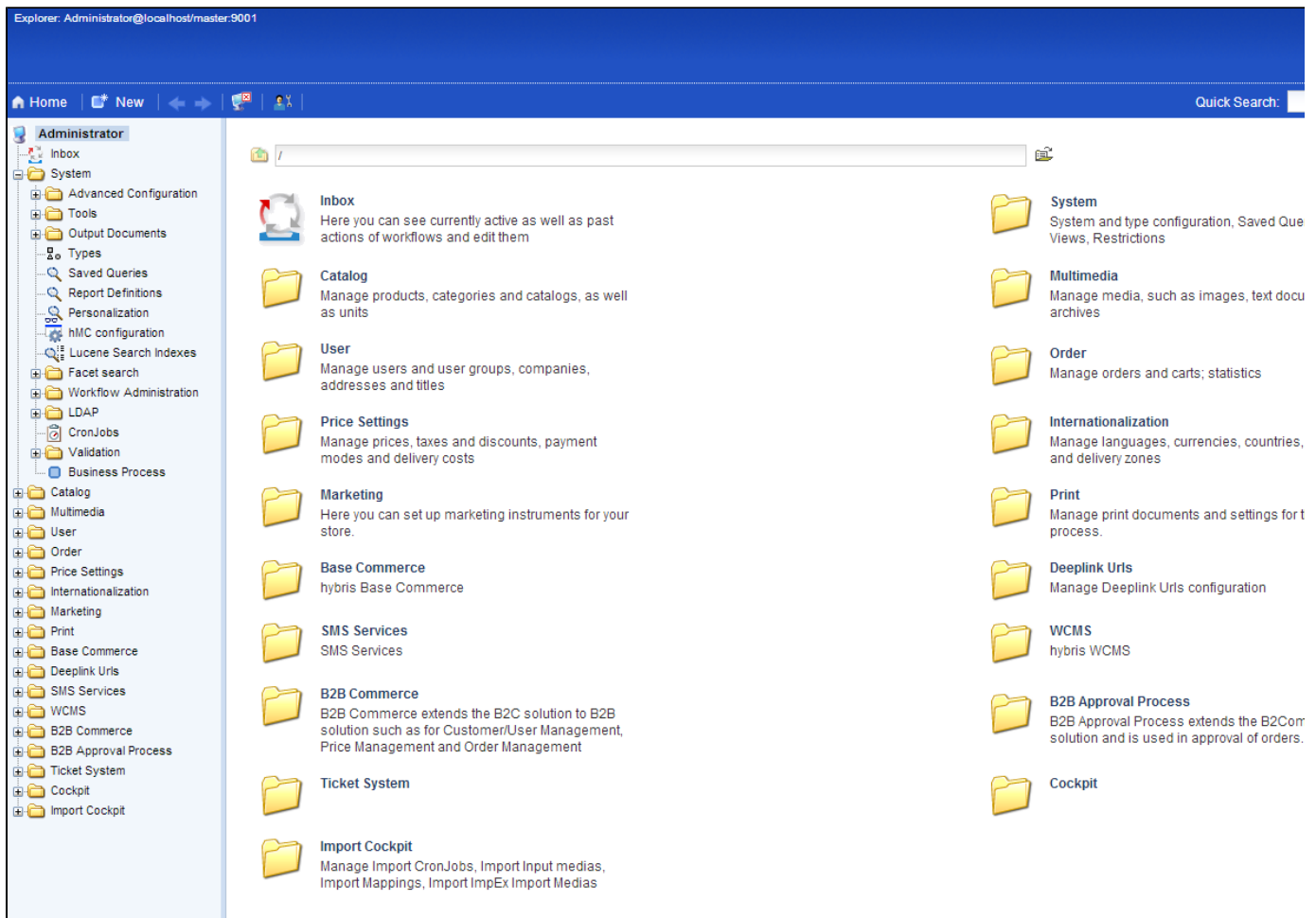
The hMC cockpit is displayed.



## Overview of the hMC Interface

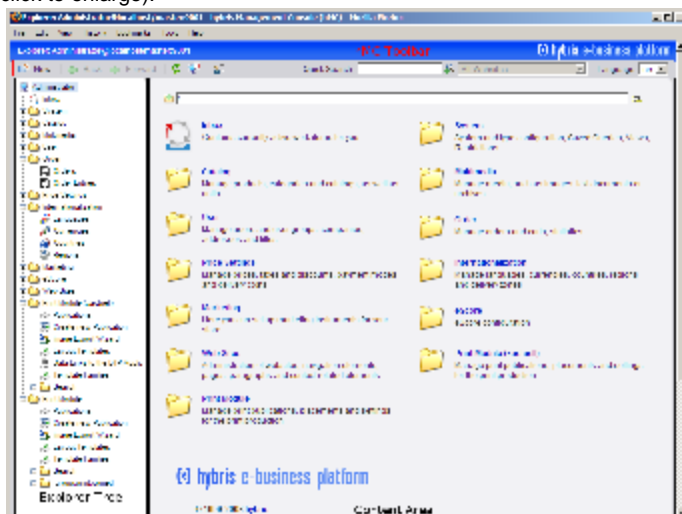
The hMC interface consists of three major areas:

- **hmc Toolbar**
- **hmc Explorer Tree:** Is the navigation area displayed as an explorer tree located on the left-hand side of your window.
- **Content Area:** The main area of your window that changes content depending on what functionality you have selected in the navigation area or toolbar.

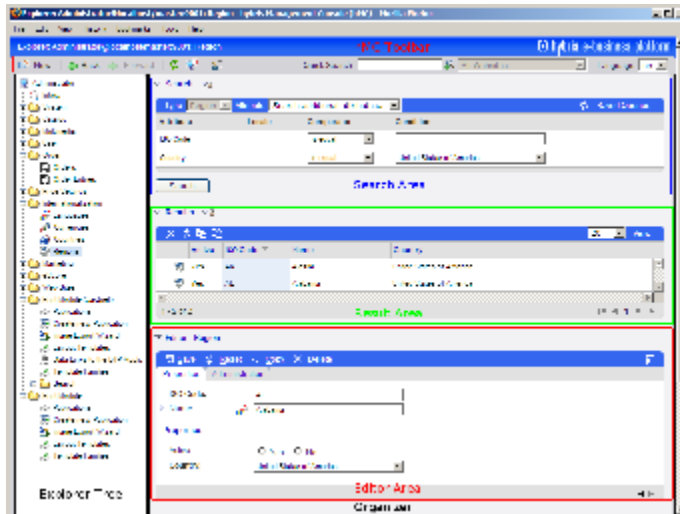


The content of the toolbar and navigation area remain constant regardless what function you select, whereas the contents of the content area changes depending on what function you select:

- A representation of the Explorer Tree with large icons and descriptions of the individual entries (as shown in the following screenshot; click to enlarge):




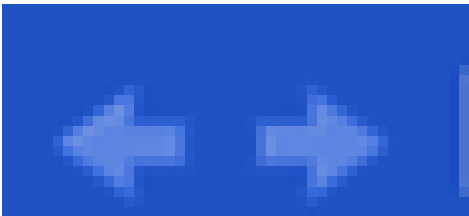
- A tripartite screen with three major elements (**Search Area**, **Result Area**, and **Editor Area**. This view is referred to as the **Organizer** (explained below) as it allows managing business objects in the hybris Commerce Suite (as shown in the following screenshot; click to enlarge):

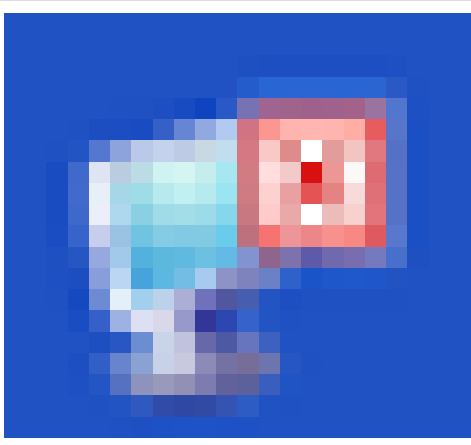
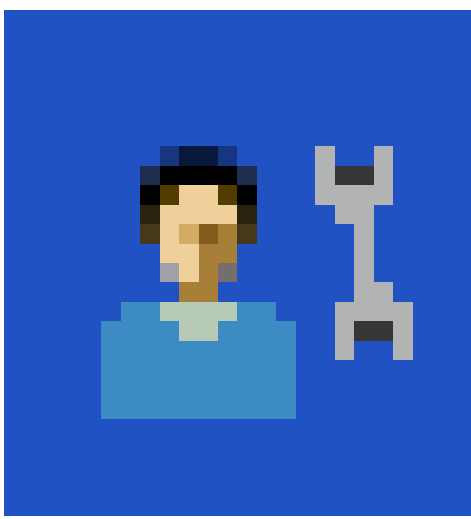
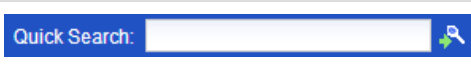
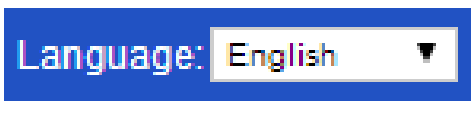



- User profile editor
- User-defined JSP-based content elements

## Toolbar

In the toolbar you can access a number of actions, such as editing your user account to set a new password. You can run these actions at any time. The toolbar can contain customized elements. From left to right, the hMC toolbar offers these options by default:

Element Name	Icon	Comment / Description
New button		<p>Opens a menu that allows you to create new business objects in the hybrid Commerce Suite. The exact list of what types of business objects are available depends on the currently activated entry in the Explorer Tree. If no entry is activated, only some basic types of business object will be at your disposal (Catalog, Category, Customer, Employee, Product).</p> <p>Please also refer to the <a href="#">Explorer Tree</a> section for additional details about how to create business objects.</p>
Back and Forward buttons		<p>Allows you to jump back and forward to the <a href="#">Organizer</a> view you had looked at before the current one. These buttons emulate the back and forward functionality that is partly disabled in your web browser due to the AJAX elements used in the hMC.</p>

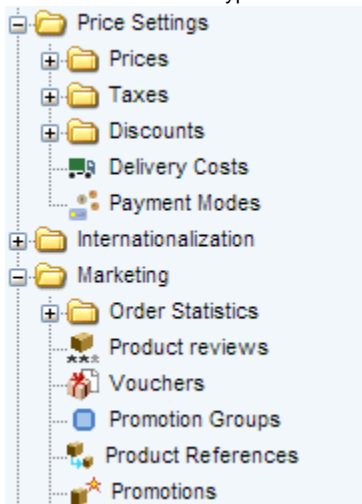
Close Session button		Ends the current hMC session and logs you out. Any unsaved changes will be lost.
Edit User Account button		Allows you to edit your user account, such as your name or password.
Quicksearch		Not included by default.
Locale Selection drop-down menu		Lets you switch between the languages defined for your use in the hMC. Please also refer to the <a href="#">Locale Settings</a> section for additional details.
Language Settings		Using Language Settings, you can adjust the number of displayed languages.

As of hybris version 5.0 onwards, the **lucensearch** extension is not included in the build by default, therefore the quick search bar is not available. If you want to use the search bar: you must download the optional **lucensearch** and **lucensearchhmc** extensions and add **lucensearch** in your `localextensions.xml` file. For more details, see the following documents:

- [Configuring Available Extensions](#)
- [Directory Structure of SAP hybris Commerce](#).

## Explorer Tree

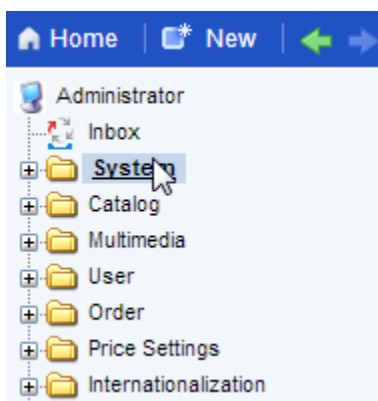
Very much like a web site's navigation element, the Explorer Tree allows you to browse through the hybris Commerce Suite's business objects. Usually, every single entry in the Explorer Tree represents a different type of business object: products, catalogs, users, order data. There are two different types of entries in the Explorer Tree: folders and nodes. The following screenshot shows both types of entries.

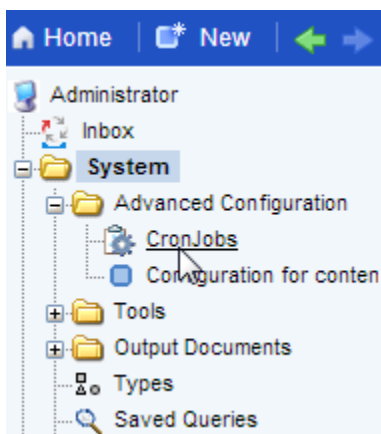
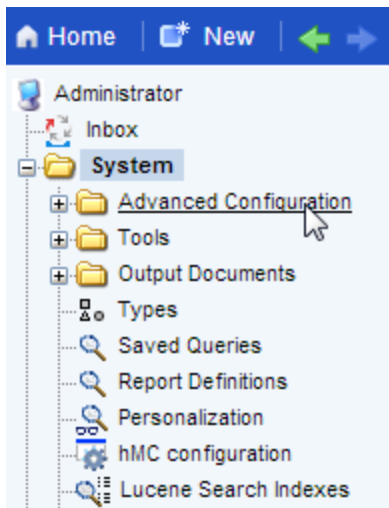


**Price Settings**, **Prices**, **Taxes**, **Discounts**, **Internationalization**, **Marketing**, and **Order Statistics** are folders, whereas **Payment Modes**, **Delivery Costs**, **Vouchers**, and **Product References** are nodes.

## Folder Icons

A folder icon represents a group of entries. A folder can contain other folders and nodes. By clicking on the folder name or the plus icon, you can expand the folder and its sub-entries are displayed.





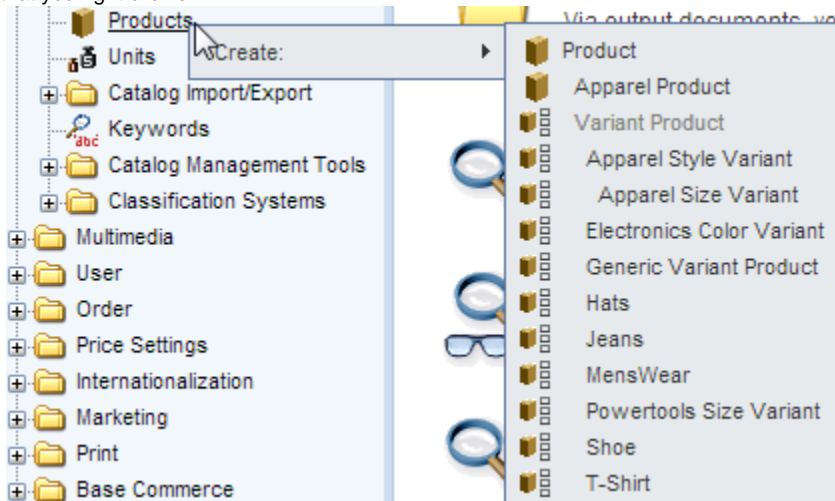
By clicking on an expanded folder's name or the minus icon, you can collapse that part of the Explorer Tree.

## Nodes

A node represents a link to the Organizer view of a type of business object or to a [wizard](#). This allows two kinds of actions:

- Create new business objects

By right-clicking on a node in the Explorer Tree, a context menu is displayed that allows you to select the type of business object you want to create. If you right click on an entry in the Explorer Tree, you can see the types of business objects are available for the selected entry. Note that the currently selected folder or node does not affect the choice of type of business objects available, but rather the node that you right click on.



- Managing existing business objects



By left-clicking on a node in the Explorer Tree, the Organizer view opens for the business object related to the node. By searching and opening a certain business object, you can manage its values.

## Organizer

The Organizer allows you to create, edit, delete, and search for business objects. The Organizer is divided into three areas: the Search Area, the Result Area, and the Editor Area (click to enlarge):

The screenshot displays the Organizer application interface. On the left is the Explorer Tree with a hierarchical structure of business objects. The main area is divided into three sections: Search, Results, and Editor - Region.

**Search Area:** Features a search bar with a dropdown for 'Type' (set to 'Region') and a text input for 'Attribute' (placeholder: 'Search additional attributes...'). Below this is a table with columns: Attribute, Locale, Comparator, and Value. Two rows are visible: 'ISO Code' with 'is equal' and an empty value field, and 'Country' with 'is equal' and 'United States'.

**Results:** A table showing search results for 'Region'. The table has columns: Active, ISO Code, Name, and Country. There are 8 rows of results, including Colorado, Delaware, Florida, Hawaii, Illinois, Iowa, and Kansas, all with 'United States' as the country.

**Editor - Region:** A form for editing the 'Region' business object. It includes tabs for 'Properties' and 'Administration'. The 'Properties' tab is active, showing fields for 'ISO Code' (US-KS), 'Name' (Kansas), 'Active' (radio buttons for Yes/No), and 'Country' (United States).

To modify values of a business object:

1. Select the type of business object in the Explorer Tree.
2. Run a search for the business object.
3. Select the business object from the search result list.
4. Edit the values.

- To delete the object, select **Delete**.

- To create a new object, right click on the object type, for example **Regions**, and select the option **Create Region**. Fill in the values and select the button **Create** to confirm that you really want to create this object.

Organizers are designed for different types of business objects, for example, the Product Organizer is different from the Customer Organizer.

Organizers are designed for different types of business objects:

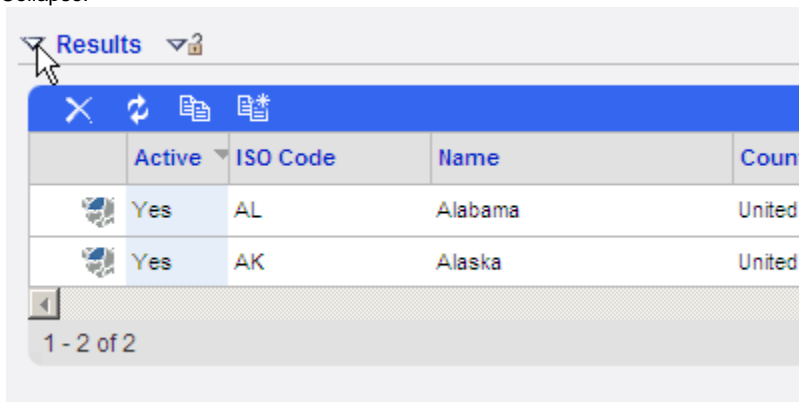
First, different Organizers have different fields for searches and values, for example, the Product Organizer is different from the Customer Organizer.

Second, each Organizer keeps the state it was in before it had been switched to another. In other words: if you open the Product Organizer, run a search, open a certain product, and then switch to the Customer Organizer, then the Product Organizer keeps the product opened in the background – and if you switch back to the Product Organizer, then the product is displayed again. It is as if you had never left the Product Organizer.

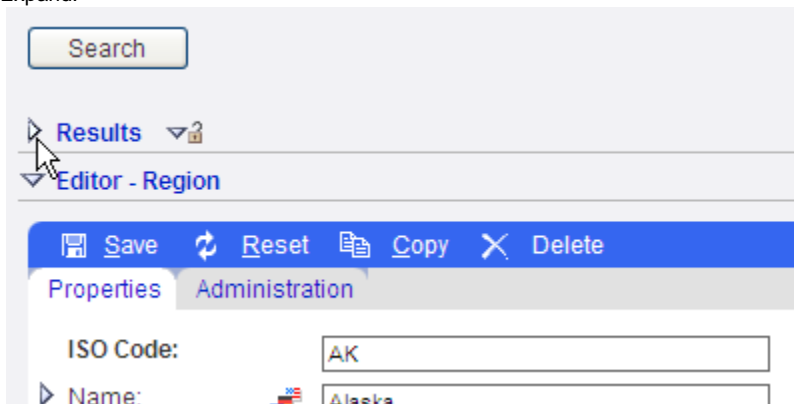
## Expanding and Collapsing Organizer Areas

Each of the three areas of the Organizer (Search Area, Result Area, Editor Area) can be expanded or collapsed by clicking on the triangle on its upper left hand side.

- Collapse:



- Expand:

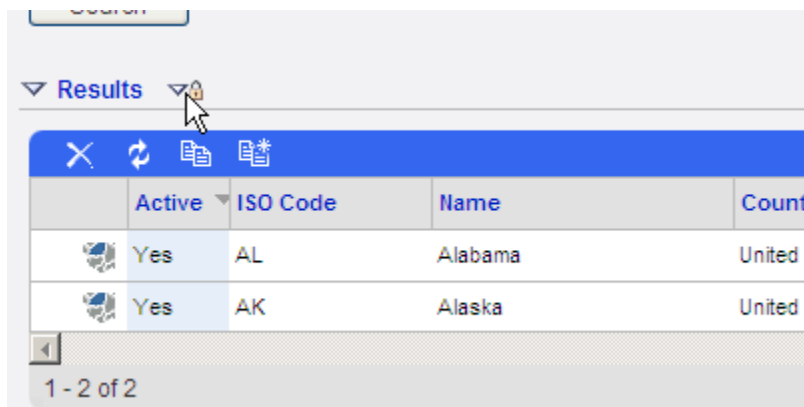


By default, the Organizer's areas are expanded and collapsed automatically. For example, if you click on a business object in the Result Area to open it, both the Search Area and the Result Area are collapsed, while the Editor Area is expanded. If you want to keep a certain area of the Organizer open all the time, click on the lock symbol next to the Collapse / Expand triangle. The Organizer area then stays expanded (at least, as far as the automatic collapsing is concerned; you are still able to manually collapse the Organizer area). To re-allow automatic collapsing, click the lock symbol again.

- "Locking" the Result Area:



- "Unlocking" the Result Area:



## Search Area

The top area of the Organizer, the Search Area, allows you to find business objects of a certain type. To search for a business object, click on the Explorer Tree to open the Organizer for the type of business object and click on the **Search** button in the Search Area (which results in a search for all business objects of that type).

Explorer: Administrator@localhost/master:9001: Order

Home New

Quick Search:

Administrator

- Inbox
- System
- Catalog
- Multimedia
- User
- Order
  - Orders
    - Order Entries
    - Order History Entry
    - Consignment
    - Consignment Entry
    - Fraud reports
    - B2B Booking Entry
  - Price Settings
  - Internationalization
    - Languages
    - Currencies
    - Countries
    - Regions
  - Marketing
  - Print
  - Base Commerce
  - DeepLink Urls
  - SMS Services
  - WCMS
  - B2B Commerce
  - B2B Approval Process
  - Ticket System
  - Cockpit
  - Import Cockpit

Recent items

- Colorado
- Kansas
- Apparel Size Variant

Search

Type: Order Attribute: Search additional attributes...

Attribute	Locale	Comparator	Value
Order Nr.		contains	
Date		is greater	(MM/DD/YYYY)
User		is equal	
Site		is equal	
Store		is equal	
Sales Application		is equal	
Version ID		is empty	

Search ☒ Include Subtypes

Results

Order Nr.	Date	Total Price	User
0	02/05/2014 12:00:01 AM	586.47	ahertz
00000001	02/05/2014 5:42:41 PM	120.36	orderhistoryuser@test.com
00000003	02/05/2014 5:43:00 PM	32.67	orderhistoryuser@test.com
00000005	02/05/2014 5:43:11 PM	178.08	orderhistoryuser@test.com
00000007	02/05/2014 5:43:22 PM	326.38	orderhistoryuser@test.com
00000009	02/05/2014 5:43:32 PM	43.66	orderhistoryuser@test.com
00000011	02/05/2014 5:43:48 PM	140.99	qapayuser@test.com
00000013	02/05/2014 5:43:59 PM	917.91	qaorderhistoryuser@test.com
00000016	02/05/2014 5:44:10 PM	219.99	qaorderhistoryuser@test.com

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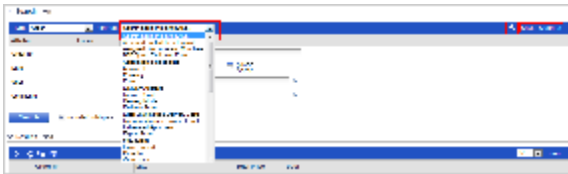
You can narrow down the number of potential search results by specifying search conditions for the search, such as "Find all customers whose name starts with an A".

A search on the hybris Commerce Suite consists of two components: a business object type to be searched and, optionally, any number of search conditions that narrow down the possible number of search results. You can customize a search via the Search Area's elements.

The Search Area consists of:

1. toolbar,
2. list of search conditions,
3. **Search** button.

Using the toolbar, you can add search conditions to include in the search, reset the search conditions to the Organizer default and trigger pre-defined Saved Queries.



A search condition consists of the attribute name searched on (on the left hand side), a Locale setting drop-down (on localized attributes only), a Comparator selector drop-down and the search condition field (the "actual value"). The number of fields available and their actual configuration depend on the attribute of the business object.

- Locale setting drop-down  
Allows you to select from all the languages you have access to. The hybris Commerce Suite searches the value entered in the Condition field in the selected language only.
- Comparator setting drop-down  
Narrows down the search results to those that match the logical operation with the value entered in the Condition field. Potential Comparator settings are:
  - **contains,**
  - **is equal,**
  - **is like,**
  - **starts with,**
  - **ends with,**
  - **is empty,**
  - **is not empty.**
- Condition  
Allows you to enter or select a value for the search results. Leaving the field empty causes the search condition to be ignored.

For a new search condition to take effect, you need to start a new search by clicking on the **Search** button; if a new search is triggered on every search condition change, a huge number of searches would be triggered, which would cause an overload of requests on the database.

If you specify several search conditions, they are all connected by AND. In other words, a business object must match all of the search conditions to be part of the search result. If you have several search conditions on one single attribute (for example, "all Products whose identifier contains a", "all Products whose identifier contains b", and "all Products whose identifier contains c", then the search result list contains only those Products whose identifier contains "a", "b", and "c" – in any order and case-insensitive).

Let's see two examples to make this a bit clearer:

1. In the following screenshot, the search find all companies whose **Identification code** starts with **abc** somewhere. The **Name** search condition has no value and therefore is ignored.

Attribute	Locale	Comparator	Condition
Identification code		starts with	abc
Name	en	starts with	

Search

2. In the following screenshot, the search will find all products whose:
  - **Article Number** contains **test** AND
  - Whose **Catalog Version** is **Default - 1234**.
  - The **Identifier** for the English locale (**en**) search condition and the **Product Variant Type** search condition have no value and are therefore ignored.

Attribute	Locale	Comparator	Condition
Article Number		contains	test
Identifier	en	contains	
Product variants type		is equal	
Catalog version		is equal	Default - 1234

☒ Include Subtypes

## Searching for Products by Classification

For products, the hMC also allows searching by classifying categories (please refer to the [Classification system documentation](#) for details on classification). This function retrieves all products that match all the search conditions and are classified by the specified classifying category.

To use this search:

- Click into the **Category** text field of the Search Area for products.

▼

Search

▼ ?

Type: Product

Category:

Attribute: Search additional attrib

Attribute	Locale	Comparator	Value
Article Number		contains	
Identifier	en	contains	
Product variants type		is equal	
Catalog version		is equal	

- Press the up, down, left or right arrow key on your keyboard (this brings up a list of all available classifying categories).
- Enter the name of the classifying category (this field has an incremental search mode and allows "find as you type").

▼ Search ▼?

Type: Product Category: Attribute: Search additional attributes

- Reset -

Attribute	Locale	Comparator	Value
Article Number			
Identifier	en		
Product variants type			
Catalog version			

Anti-Virus Software - antivirus	(SampleClassification 1.0)
CPU - cpu	(SampleClassification 1.0)
Digital photography - photography	(SampleClassification 1.0)
Electronical Goods - electronics	(SampleClassification 1.0)
Graphic cards - graphics	(SampleClassification 1.0)
Hardware - hardware	(SampleClassification 1.0)
Mainboards - boards	(SampleClassification 1.0)
Memory - memory	(SampleClassification 1.0)
Operating Systems - operating	(SampleClassification 1.0)
Software - software	(SampleClassification 1.0)

- Select the classifying category.

▼ Search ▼?

Type: Product Category: Attribute: Search additional attributes

- Reset -

Attribute	Locale	Comparator	Value
Article Number			
Identifier	en		
Product variants type			
Catalog version			

Anti-Virus Software - antivirus	(SampleClassification 1.0)
CPU - cpu	(SampleClassification 1.0)
Digital photography - photography	(SampleClassification 1.0)
Electronical Goods - electronics	(SampleClassification 1.0)
Graphic cards - graphics	(SampleClassification 1.0)
Hardware - hardware	(SampleClassification 1.0)
Mainboards - boards	(SampleClassification 1.0)
Memory - memory	(SampleClassification 1.0)
Operating Systems - operating	(SampleClassification 1.0)
Software - software	(SampleClassification 1.0)

- Select any search conditions.
- Click on the **Search** button.

Here is a concrete example:

- Enter a part of the classifying category's name into the **Category** field (a in the screenshot) and select the classifying category

▼ Search ▼?

Type: Product Category: a Attribute: Search additional attributes

- Reset -

Attribute	Locale	Comparator	Value
Article Number			
Identifier	de		
Product variants type			
Catalog version		is equal	

Anti-Virus Software - antivirus	(SampleClassification 1.0)
Digital photography - photography	(SampleClassification 1.0)
Electronical Goods - electronics	(SampleClassification 1.0)
Graphic cards - graphics	(SampleClassification 1.0)
Hardware - hardware	(SampleClassification 1.0)
Mainboards - boards	(SampleClassification 1.0)
Operating Systems - operating	(SampleClassification 1.0)
Software - software	(SampleClassification 1.0)

- Enter the part of the article number you wish to limit to (4121 in the screenshot)

▼ Search ▼?

Type: Product Category: Graphic cards - graphics Attribute: Search additional attributes

Attribute	Locale	Comparator	Value
Article Number		contains	4121
Identifier	de	contains	
Product variants type		is equal	
Catalog version		is equal	

- Click on the **Search** button.

Type: Product Category: Graphic cards - graphics Attribute: Search additional attributes

Attribute	Locale	Comparator	Value
Article Number		contains	4121
Identifier	de	contains	
Product variants type		is equal	
Catalog version		is equal	

**Search** ☒ Include Subtypes

The search result then only consists of products classified as **Graphics cards** whose **Article number** contains the numbers **4121**:

Results 2

	Article Number	Identifier	Approval	Catalog version
	HW2300-4121	PNY Verto GF 7800GTX 256MB PCI Expre	approved	hwcatalog - Sta
	HW2300-4121	PNY Verto GF 7800GTX 256MB PCI Expre	approved	hwcatalog - On

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## Result Area

Once a search has been triggered, the matching business objects are displayed in the Result Area. By double-clicking on a search result (or by clicking on the search result's icon), you can open a business object. There are three different views on search results: the List View, the Tree View, and the EditView. The view on the search result that is used by default depends on the type of business object: for example, the default configuration for catalog versions is the Tree View, while products are displayed in the List View. Depending on your hMC configuration, the default views may vary.

To change the view, click the **View** button.

Results 28

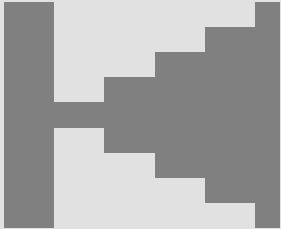
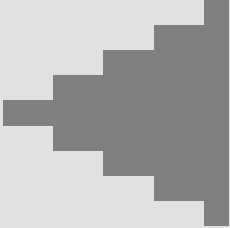
	Article Number	Identifier	View
	HW2300-2356	PNY Verto GF 6 6600GT 128DDR PCI Express	
	HW2300-2356	PNY Verto GF 6 6600GT 128DDR PCI Express	
	HW2300-3843	PNY Verto GF 7800GT 256MB PCI Express	
	HW2300-3843	PNY Verto GF 7800GT 256MB PCI Express	
	HW2300-4121	PNY Verto GF 7800GTX 256MB PCI Express	
	HW2300-4121	PNY Verto GF 7800GTX 256MB PCI Express	
	HW2310-1001	eVGA GeForce MX 4000	
	HW2310-1001	eVGA GeForce MX 4000	
	HW2310-1002	PNY Quadro FX 1100	
	HW2310-1002	PNY Quadro FX 1100	


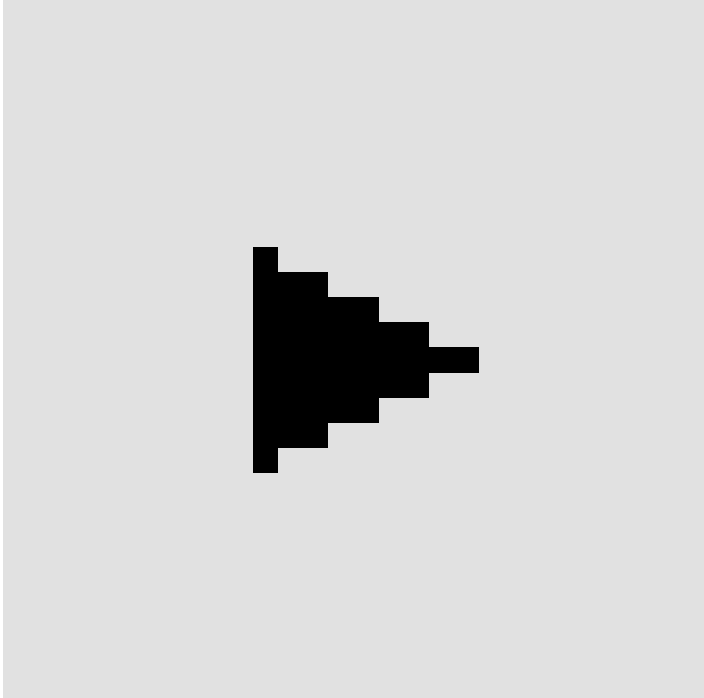
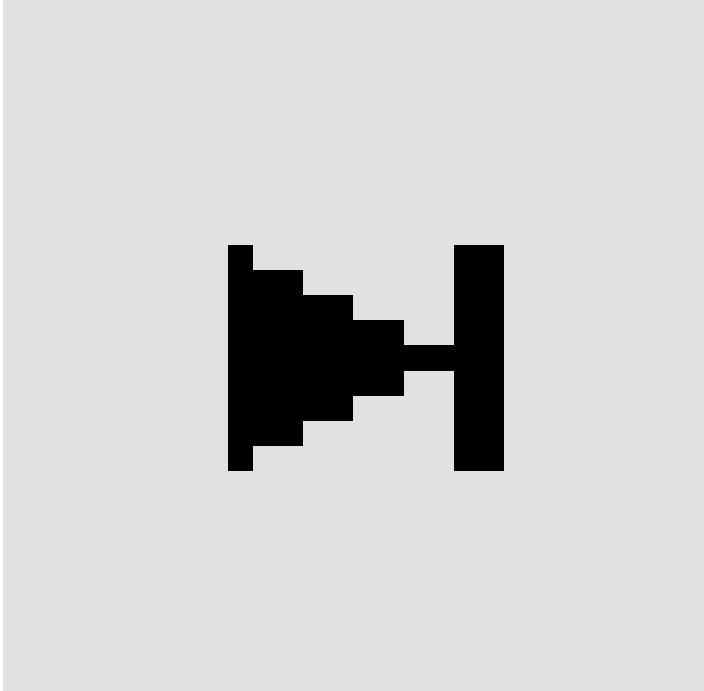
1 - 28 of 28

In addition to opening business objects and displaying them in different views, you can also run actions on business objects. An action affects all selected business objects at once, the [multi-selection operational concept](#) applies here.



In many cases, you receive a lot of search results (for example, the default sample set of data in the hybris Commerce Suite contains some 900 products and product variants). To avoid overly long lists of search results, the hMC usually splits lists of search results into pages of range. By default, such a page contains 50 individual entries. Via the **Items per page** drop-down menu, you can select the number of entries on a single search result page: 20, 50, 100, 500, 1000, or all (\*) entries. When you select a different number of items per page, the search immediately is re-triggered (and the new number of items per page is displayed) – unlike added or changed search conditions.

Symbol of page	Comment / Description
<div>Go to first page button</div> <div></div>	Takes you to the first page of the search results.
<div>Go to previous page button</div> <div></div>	Takes you to the page of the search results before the current page. If used on search result page 7, the button takes you to search result page 6.

<p>1, 2, 3, 4, etc</p> 	<p>Takes you to the respective page of search results.</p>
<p><b>Go to next page</b> button</p> 	<p>Takes you to the page of the search results after the current page. If used on search result page 7, the button takes you to search result page 8.</p>
<p><b>Go to last page</b> button</p> 	<p>Takes you to the last page of the search results.</p>

In the List View and Edit View, you can sort the results by values of the displayed columns by clicking on the column name.

## Views

- The List View is a sorted, linear range of search results. It allows browsing of search results in a "flat", non-hierarchical way.

Compared to the Tree View, it allows sorting by columns and the search results are not mounted into a hierarchy; and compared to the Edit View, you cannot edit the results directly.

- The Edit View is similar to the List View. It shows a sorted, linear range of search results. It allows browsing search results in a "flat", non-hierarchical way. In addition, the Edit View allows you to edit all displayed values directly from the search result page.

Compared to the List View, you can edit the results directly; and compared to the Tree View, it allows sorting by columns and the search results are not mounted into a hierarchy.

- The Tree View shows the search results in a list-like perspective, but it also allows expanding entries that are part of a hierarchy (this is common with categories, for example).

Compared to the List View, you cannot sort by columns; and compared to the Edit View, you cannot edit the results directly.

## Actions on Search Results

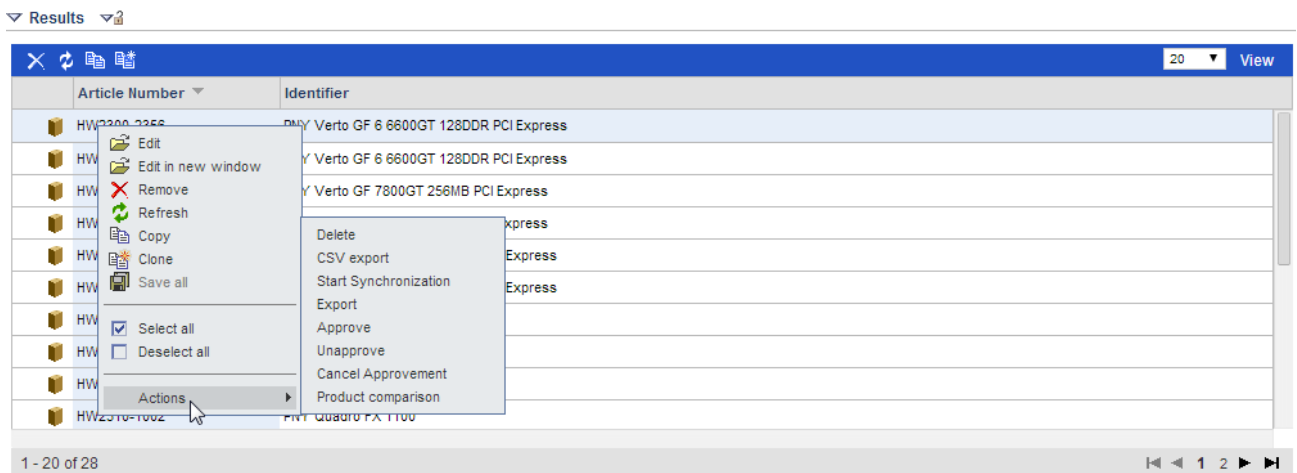
Every now and then, you have a list of search results that you want to do something with - such as export or delete. By right-clicking a search result (or a list of selected search results), you can bring up the context menu for the search results and perform some actions on them, such as:

- Edit
- Edit in new window
- Remove
- Refresh
- Copy
- Clone
- Save all
- Select all
- Deselect all

etc. The Remove, Refresh, Copy and Clone actions are available from the Result Area's toolbar via the buttons as well.

In addition, there are so-called hMC Actions which allow more generic actions than remove or delete. Most of these hMC Actions are rather advanced and you may never need to run them. You can trigger hMC Actions by

1. right-clicking on a business object,
2. pointing to **Actions** in the context menu and
3. selecting the action.



- **CSV Export**  
Creates a CSV representation of the business object(s). Please refer to the [ImpEx Module](#) for more in-depth information.
- **Delete**  
Removes the selected business object(s).
- **Start Synchronization**

Runs the Catalog Version Synchronization Wizard, see <https://wiki.hybris.com/display/release5/Synchronization+Guide>

- **Export**

Runs the CSV Export Wizard, see <https://wiki.hybris.com/display/release5/ImpEx++User+Guide#ImpEx-UserGuide-Export>

- **Approve**

Changes the status of the item to **Approved**

- **Unapprove**

Changes the status of the item to **Unapproved**

- **Cancel Approval**

Changes the status of the item to **Check**

- **Product comparison**

Displays a comparison of the selected products

## Editor Area

Opening a business object via the Result Area opens that business object in the Editor Area, with all attributes and the respective values. The Editor Area consists of several parts, as shown in the screenshot:

- toolbar
- tabs
- sections
- attribute editors

The toolbar is available across the entire Editor Area, regardless of the tab you are on. Actions triggered via the toolbar affect the entire business object – the **Delete** button in the toolbar removes the entire business object. In an Organizer, the toolbar is blue and offers these options by default (other buttons may be available depending on the type of business object):

- Save
- Reset
- Copy
- Delete
- Open in a new window

If you click on the **Open in a new window** button, the new Editor Area opens in a new browser window. These "external" Editor Areas have a gray toolbar with a slightly different button setup: the **Open in a new window** button is removed, but there are two new buttons:

- Close
- Save and Close

### Tip

#### **Organizers for hybris Commerce Suite types allow the opening of their Organizer, too**

If you have the Editor of a hybris Commerce Suite [type](#) open, you can open the type's Organizer via the **Open Organizer** button in the upper right hand corner.

You then have the opportunity to search for items of this type, for example all products, all catalog versions, or all media. Please refer to [How to search an item in hmc, that is not configured in \\*item.xml](#) in the hybris Forum for details.

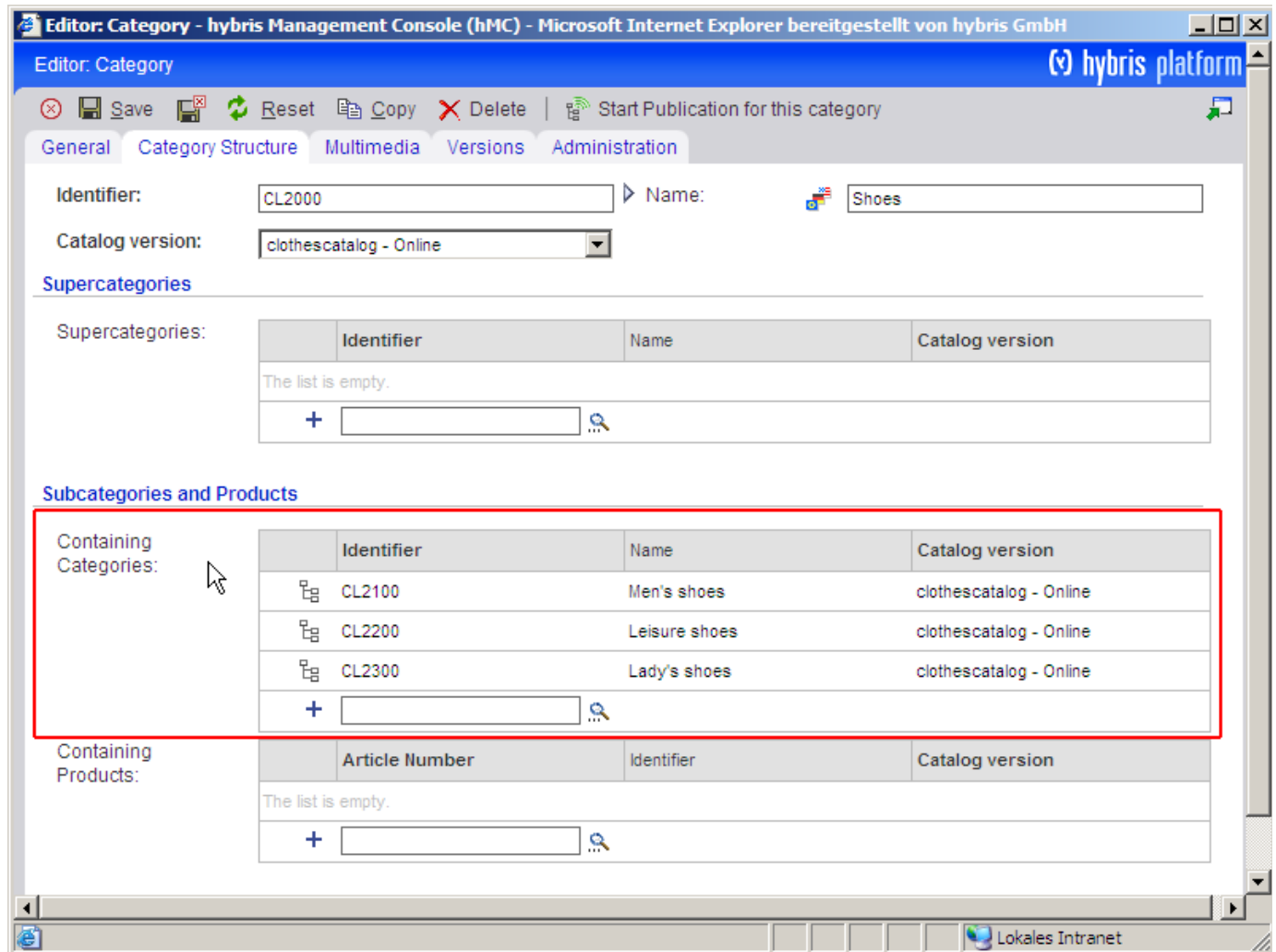
Business objects' attributes are grouped into sections, which are grouped onto tabs. By clicking on a tab, you bring up that tab with all its sections and, therefore, attributes.

By navigating through tabs and sections, you have access to all attributes of a business object that you can see. Be aware, however, that your account may be limited to seeing only some of the attributes, or that you may not be allowed to edit all the attributes you can see. A more privileged account may see attributes that a less privileged account won't be able to see (such as user access rights, for example). In other words, the Admin account is allowed to see aspects of a business object that the demo account is not allowed to see.

Every attribute that can be managed is represented by an Attribute Editor. The actual appearance of such an Attribute Editor depends on the type of attribute it represents – a String Attribute Editor for text attributes looks different from a Boolean Attribute Editor for true / false attributes. In general, an Attribute Editor consists of a label (displayed in the current locale) and a field to specify a value. The actual field varies, depending on the type of attribute.


## Sorting of Attribute Values


Some Attribute Editors allow sorting their contents (for example, the one used for **Containing Categories** in the screenshot below).



To sort individual values:


1. Select any number of values that you would like to sort.
2. Right-click on a value.
3. Point to **Change position**.
4. Point on any of the sub-menu entries.
5. Click to change the position of the selected values.







Sub-menu entry	Description
	Moves the selected value(s) to the top position of the value list.

	Moves the selected value(s) five places upwards from their current position(s) in the value list.
	Moves the selected value(s) one place upwards from their current position(s) in the value list.
	Moves the selected value(s) one place downwards from their current position(s) in the value list.
	Moves the selected value(s) five places downwards from their current position(s) in the value list.
	Moves the selected value(s) to the bottom position of the value list.

## Overview on Attribute Editors

The following table contains a list of some common Attribute Editors in the hMC, the kind of attribute they represent, and a description.

Attribute Editor name	Screenshot	Possible values	Comment / Description
String editor	Article order: <input type="text"/>	any text	
String editor (localized)	<ul style="list-style-type: none"> <li>collapsed:           <div>             ▶ Subtitle:  Digital and Analog           </div> </li> <li>expanded:           <div>             ▼ Subtitle:             <div>               en <input type="text" value="Digital and Analog"/> </div> <div>               de <input type="text" value="Digital- und Analogkameras"/> </div> <div>               fr <input type="text"/> </div> </div> </li> </ul>	any text	

Boolean editor (basic)	Show in dtp: <input checked="" type="checkbox"/>	true (checked), false (unchecked)													
Boolean editor (advanced)	Price tag: <input type="radio"/> net <input checked="" type="radio"/> gross	true (label), false (label)	Unlike the default Boolean editor, this version allows labeling the two possible values.												
List editor	Languages usable in dtp: <table border="1"> <thead> <tr> <th></th> <th>Active</th> <th>ISO Code</th> <th>Name</th> </tr> </thead> <tbody> <tr> <td></td> <td>Yes</td> <td>en</td> <td>English</td> </tr> <tr> <td></td> <td>Yes</td> <td>de</td> <td>German</td> </tr> </tbody> </table>		Active	ISO Code	Name		Yes	en	English		Yes	de	German	a list of business objects of the given type	
	Active	ISO Code	Name												
	Yes	en	English												
	Yes	de	German												

## Unsaved Changes

If you edit an attribute's value via the Attribute Editor, the hMC keeps track of this change, even if you do not save the new value at once. If you switch between tabs or even types of business objects, the changes do not get lost. Unsaved changes are lost:

- When you log out (via the Close Session button, for example).
- When your hMC session times out (if you do not click on any hMC element for some time, the hMC assumes you are not using it any more and ends your session to avoid unauthorized use).
- When you run a new search for the same type of business object.

That is, if you edit a product without saving the changes, those changes only get lost if you

- Search for products or
- If your session times out or you close it manually.

For some more information on hMC session time-outs, please refer to the [hMC Logging in section](#).

## Wizards

For some business processes, it is useful (or even necessary) to specify values for business objects in a specific order. For those cases, the hMC uses Wizards. A Wizard is a guided, more linear version of the Editor Area. In many cases, it forces users to take steps in a certain order.

An hMC Wizard has tabs, very much like the editor has, but a Wizard can require you to browse through tabs in a fixed order. That means that maybe you won't be able to switch between tabs arbitrarily. If you cannot switch tabs by clicking on them, use the **Next** and **Back** buttons at the Wizard's toolbar at the end of the screen. To cancel entering values, click on the **Cancel** button (which closes the wizard). To begin processing the values, click on the **Start** button (note that the **Start** button might be disabled – that is, grayed out and unclickable – until you defined a certain range of values). For additional details on Wizards, please refer to the [documentation on Wizards](#).

## Locale Settings

The hMC can display its content in various language, measurement, and date and time versions. Such a combination of a setting for language, measurement, dates, times, etc is referred to as a locale. The locale is set on a per-user basis, every user can set the default locale to their liking. Attributes that can hold locale-specific values are referred to as localized values.

A localized Attribute Editor has one value field for every locale in the hybris Commerce Suite. By default, these fields are collapsed behind one single field for the current locale. In that view, a localized Attribute Editor does not look much different from a non-localized Attribute Editor. By clicking on the triangular expand/collapse button or the three flag icon button, you can expand or collapse the localized fields.





For example, if **at** for Austrian has no explicit localization for the **name** attribute and **de** is set to be the fallback language for **at**, then the hybris Commerce Suite relies on the localization setting for **name** defined by the **de** locale. For more in-depth technical information on localization, please refer to the [Internationalization and Localization Overview](#) documentation.

## Setting the Displayed Localized Attribute Editor Elements

If you expand a localized attribute editor element, the hMC displays one editor element for each individual language available in the hybris Commerce Suite. In a hybris Commerce Suite installation with a large number of languages (say, six or more), this may result in a long web browser page with lots of editor elements for one single attribute.

The hMC allows every user to specify which languages are displayed for a localized attribute. So, it is possible for a user to make sure only the localized values for German and English are displayed, even though the hybris Commerce Suite installation has German, English, Spanish and French as languages. This configuration of which languages to display is called a User Profile.

## User Profile Settings and Effects

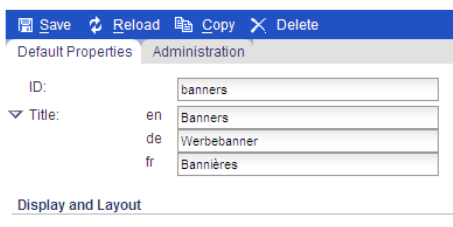
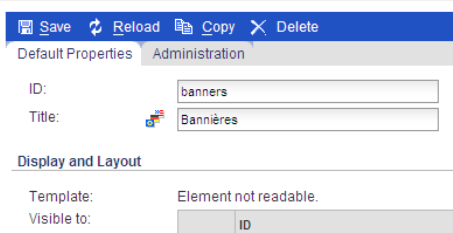
**User Profiles affect localized attributes only!**  
The language settings specified in a User Profile only affect localized attributes. The attribute editor elements for non-localized attributes are always displayed.

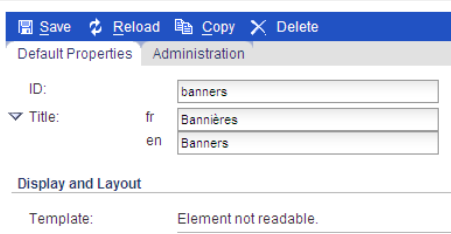
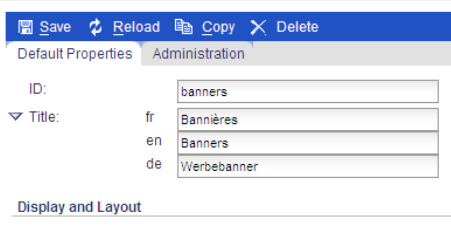
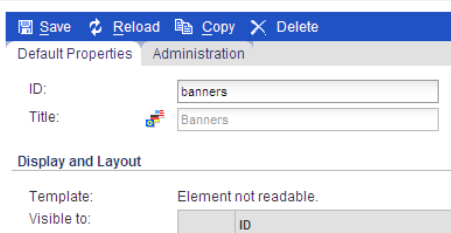
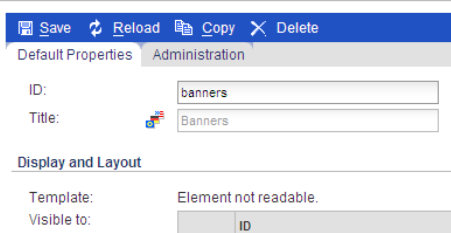
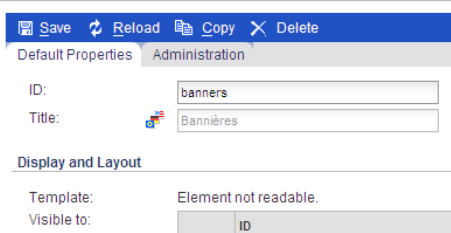
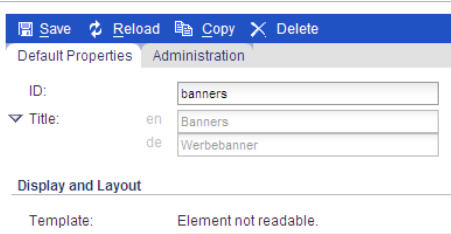
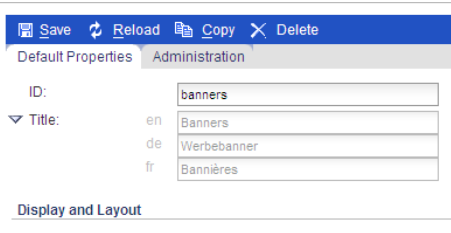
A User Profile can specify languages for both read and write access.

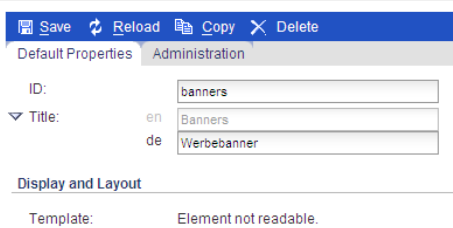
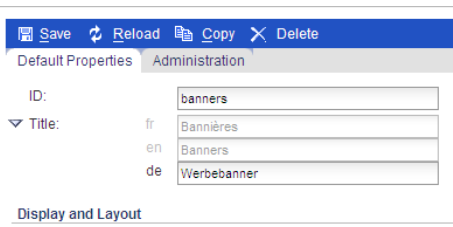
- If a language is listed for read access, the hMC displays the attribute editor element for the localized attribute for the specified language.
- If a language is not listed for read access, the hMC does not display the attribute editor element for the localized attribute for the specified language.
- If a language is listed for write access, the hMC allows editing of the localized value for the attribute of the specified language.

**Implies read access**  
Write access implies read access; if you specify a language for localized write access in a User Profile, the user is automatically granted read access to the localized attributes as well.

Languages for which read access has been granted implicitly by write access are not listed in the read access field.

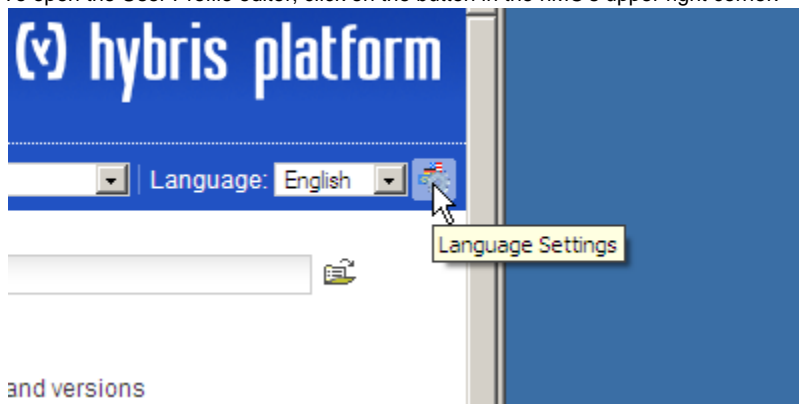
User Profile settings	Sample screenshot	Description
Readable languages: <i>no ne</i> Writable languages: <i>no ne</i>		If no specific settings are set, both read and write access are granted for all languages.
Readable languages: <i>no ne</i> Writable languages: <b>fr</b>		If a single language is specified, only that language is available. Since <b>fr</b> is specified for write access, read access for <b>fr</b> is implicitly granted.

<p>Readable languages: <i>no ne</i> Writable languages: <b>fr, en</b></p>		<p>If several languages are specified, only those languages are available. Since <b>fr</b> and <b>en</b> are specified for write access, read access for <b>fr</b> and <b>en</b> is implicitly granted.</p>
<p>Readable languages: <i>no ne</i> Writable languages: <b>fr, en, de</b></p>		<p>If several languages are specified, only those languages are available. Since <b>fr, en, and de</b> are specified for write access, read access for <b>fr, en</b>, and <b>de</b> is implicitly granted.</p>
<p>Readable languages: <b>de</b> Writable languages: <i>no ne</i></p>		<p>If a single language is specified, only that language is available. Since <b>d e</b> is specified for read access only, no write access for <b>de</b> is granted.</p>
<p>Readable languages: <b>en</b> Writable languages: <i>no ne</i></p>		<p>If a single language is specified, only that language is available. Since <b>e n</b> is specified for read access only, no write access for <b>en</b> is granted.</p>
<p>Readable languages: <b>fr</b> Writable languages: <i>no ne</i></p>		<p>If a single language is specified, only that language is available. Since <b>fr</b> is specified for read access only, no write access for <b>fr</b> is granted.</p>
<p>Readable languages: <b>en, de</b> Writable languages: <i>no ne</i></p>		<p>If several languages are specified, only those languages are available. Since <b>en and de</b> are specified for read access only, no write access for <b>en and de</b> is granted.</p>
<p>Readable languages: <b>en, de, fr</b> Writable languages: <i>no ne</i></p>		<p>If several languages are specified, only those languages are available. Since <b>en, de, and fr</b> are specified for read access only, no write access for <b>en, de, and fr</b> is granted.</p>

<p>Readable languages: <b>en</b></p> <p>Writable languages: <b>de</b></p>		<p>If several languages are specified, only those languages are available. Read access is granted for <b>en</b> explicitly. Since <b>de</b> is specified for write access, read access for <b>de</b> is granted implicitly.</p>
<p>Readable languages: <b>fr, en</b></p> <p>Writable languages: <b>de</b></p>		<p>If several languages are specified, only those languages are available. Read access is granted for <b>fr</b> and <b>en</b> explicitly. Since <b>de</b> is specified for write access, read access for <b>de</b> is granted implicitly.</p>

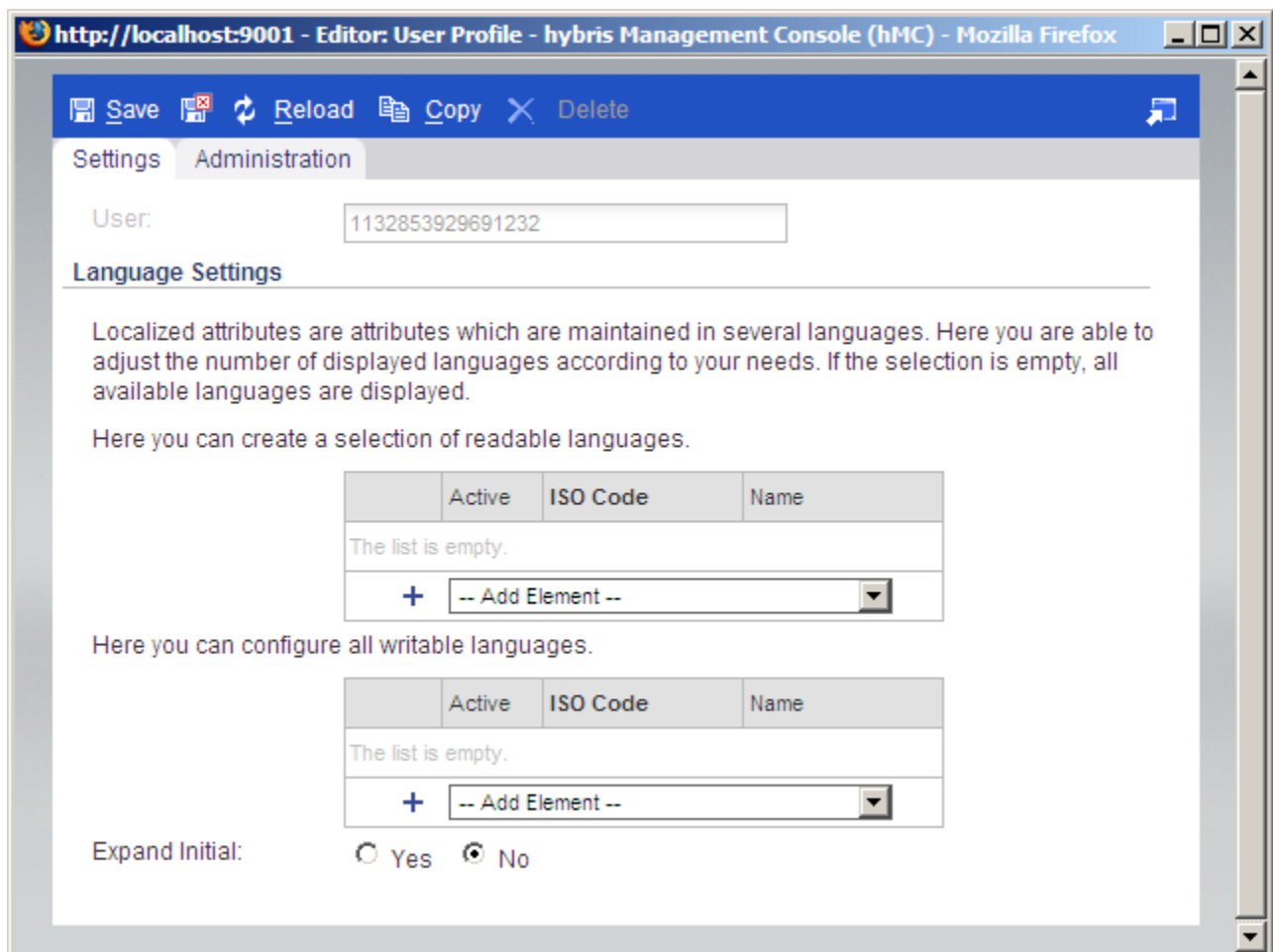
## Editing a User Profile

To open the User Profile editor, click on the button in the hMC's upper right corner.



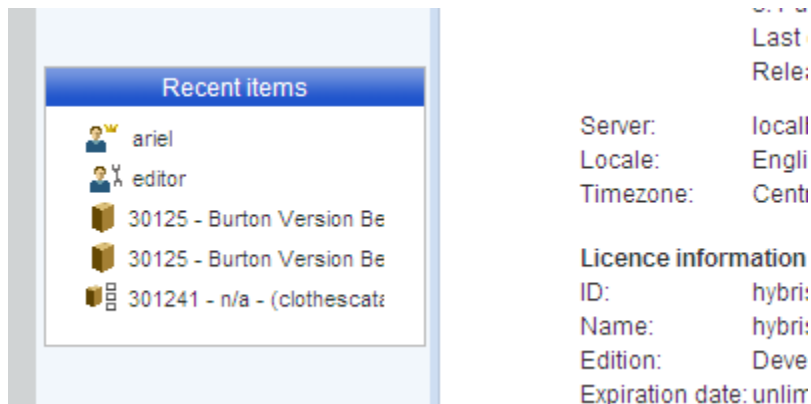
The User Profile editor consists of four major elements:

- The user account to whom the User Profile applies
- The list of languages for which read access is granted
- The list of languages for which write access is granted
- The **Expand initial** attribute, which specifies if localized attribute editors are expanded right away (**Yes**) or if you have to manually expand them (**No**)



## The Recent Items Box

In the left bottom corner, the hMC also contains a small box **Recent items**:



This box contains links to the five items opened recently in the hMC Editor Area. By clicking on an entry, the respective item is opened in its hMC Editor Area. The box displays the items' identifier and the respective icon. The most recently opened item is at the top of the list, the least recently opened item is at the bottom.

The word "item" in this case is to be taken quite literally. The box does list Explorer Tree entries, Wizards, or Search Areas or Result Areas, for example. Only actual hybris Commerce Suite items (such as Users, Products or Catalogs) are listed. Simply accessing an item in the Editor Area is enough, you do not have to edit or save the item for it to appear in the box.

The **Recent items** box remains at the same position on the web browser page until moved. Consequently, this means that it may end up being further down than the "actual" hMC page (which would cause the web browser to display a scroll bar). In that case, you can simply move the box somewhere across the screen (for example, to the upper left or upper right). It will stay there until moved again.

The content of the box is not saved. If you log out from your hMC session, the items list is discarded – even if you immediately log in again using the same user account.

## User Interaction

Being a web application, the hybris Commerce Suite offers some user interaction functionality that a web page would not.

### Double-Click

To open a business object (from a list of search results, for example), you can double-click on it. Interacting with a web browser usually does not involve double-clicking.

### Right-Click and Context Menus

Many actions in the hMC are triggered by right-clicking an element and selecting an action from the context menu.

### Click to Select, Not to Open

To select a business object (in the [Result Area](#), for example) or one of several entries in a list, click on its name. The object then becomes highlighted in gray. It is usually not opened immediately.

### Multi-Selection by Keyboard

To select several individual business objects, click on each entry with the Control (Ctrl) key on your keyboard pressed (also referred to as Ctrl+click). This sort of selection only picks the objects that you explicitly click on.

To select a range of objects, select the first object of the range and then click on the last object with the Shift key on your keyboard pressed (also referred to as Shift+click). This selects all objects from the first to the last one.

## Restrictions

Due to the usage of AJAX elements the following functionality of your web browser might not work as you expect them to:

- The **Back** and **Forward** functionality
- Bookmarking

### **Bookmarking in the hMC**

The hMC allows referencing to business objects via parameters in the browser address bar. In addition, you can bookmark those references. In effect, this is like bookmarking business objects directly (which the hMC does not allow with the browser's bookmark functionality alone). Please refer to [this article](#) for additional details.