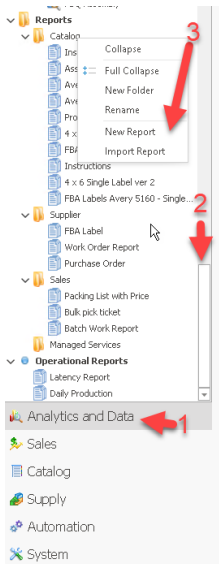


Item Label Merchant Fields

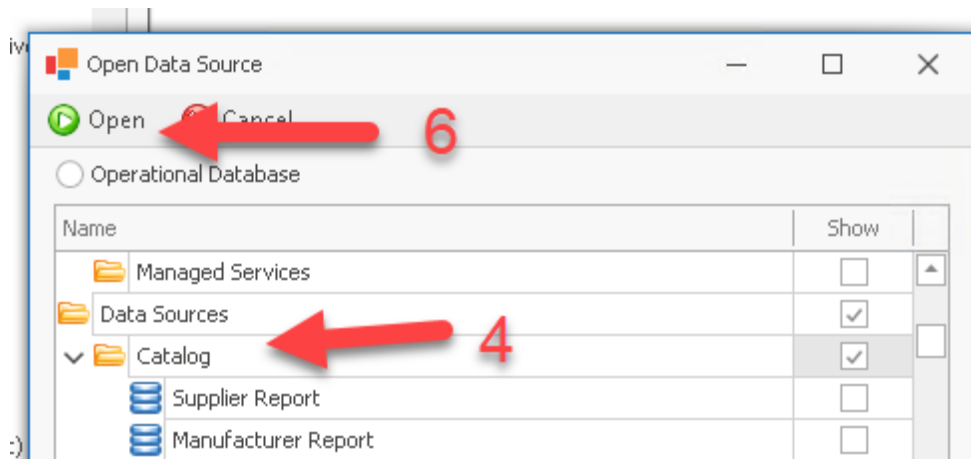
Item label reports now have a dynamic field called merchant fields. The merchant fields allow the user to input data at the time of label selection, which will appear on the label. The use case for this field was originally to add an expiration date and product quantity to the item labels. Now, for item label reports with the merchant fields enabled, the user is prompted to fill in an expiration date and product quantity to include on the label. If the user does not input any data at the time of report selection, the merchant fields will return a blank value.

The following steps will review how to configure merchant fields.

1. Select the Analytics and Data Module
2. Scroll down to the Reports section in the left menu of the Data and Analytics Module. (Below Data Sources)
3. Right Click in the Reports section and select New Report.

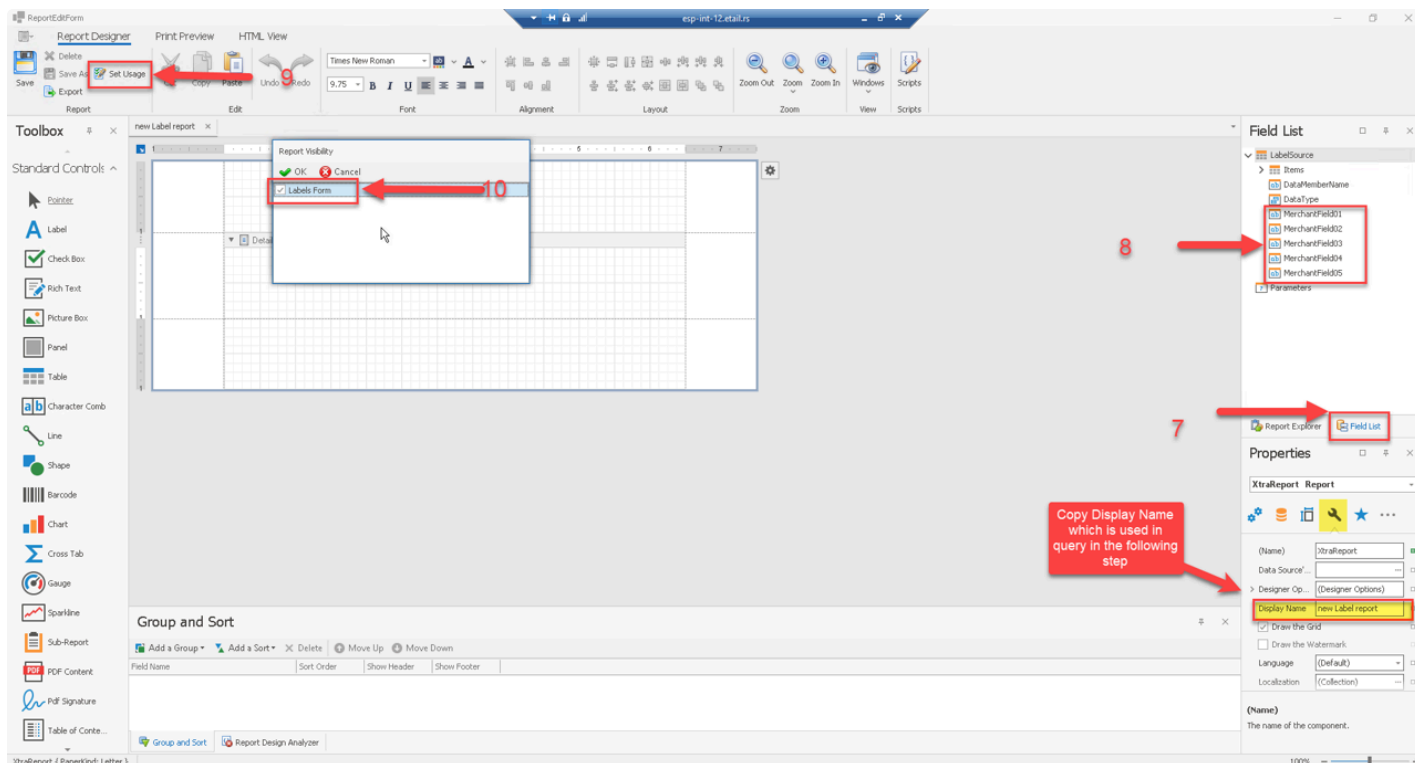


4. Select the folder for the new report
5. Select Label from the report type dropdown
6. Select Open and the Report Edit Form pop-up will open



Note Steps 1-6 can be skipped if you have an existing label report to edit

7. In the ReportEditForm select field list from the right menu
8. Add Merchant fields and design labels to clients requirements
9. Select Set Usage from top left of Report Edit Form
10. Enable Report for Labels Form Usage



11. Open the client's SQL database and run the following query to enable the Merchant Fields
 update evp_dac_Item set MerchantField01 = 'Exp Date' where Name='4 x 6 Label Single'
 There are five Merchant fields available in the Label report. Each Merchant field used in the

label must be set with the above query.

update evp_dac_Item set MerchantField0X = '**Text to Display at Report Selection**' where Name='**Display Name of the Item Label Report with Merchant Fields**'

12. Open the Catalog Module

13. Select an Item

14. Select Print Labels from the top menu ribbon

15. On the Print Labels pop-up select the label which contains the merchant fields and fill in the desired data in the merchant fields.

16. Select Print and review the label and adjust as needed.

The screenshot shows the Etail Solutions software interface. The left sidebar contains a 'Catalog' module, which is highlighted with a red arrow and the number 12. The 'Master Items' list is displayed in the center, with the 'Master Sku' field highlighted by a red arrow and the number 13. The 'Print Labels' dialog box is open, showing the 'Print' button highlighted by a red arrow and the number 14. The dialog box contains fields for 'Label Format', 'Master Sku', 'Quantity To Print', 'Exp Date', and 'Quantity'. A red arrow and the number 15 point to the 'Master Sku' field. A red arrow and the number 16 point to the 'Print' button. A red text box points to the 'Master Sku' field, stating: 'These are the Merchant Fields. Any data input here will be added to the merchant field in the label report.'

Channel	Sku	UOM	UOM Qty	Status	Availabi
Amazon	0001-0001	EACH	1	Existing	Actual
Dynamics GP	0001-0001	EACH	1	Existing	Actual

Channel	Sku	UOM	UOM Qty	Latency
Abraham Natural Foo...	ALA301	EACH	1	0
Amazon Fulfillment	0001-0001	EACH	1	0
Dynamics GP	0001-0001	EACH	1	0
Etail	0001-0001	EACH	1	0
Honest Green (MIR)	0843987	EACH	1	2

Here is an example label from a customer using the Merchant Fields to display product quantity and expiration date on a label.
