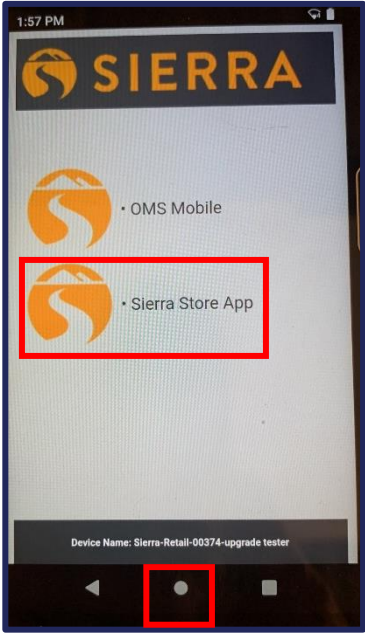
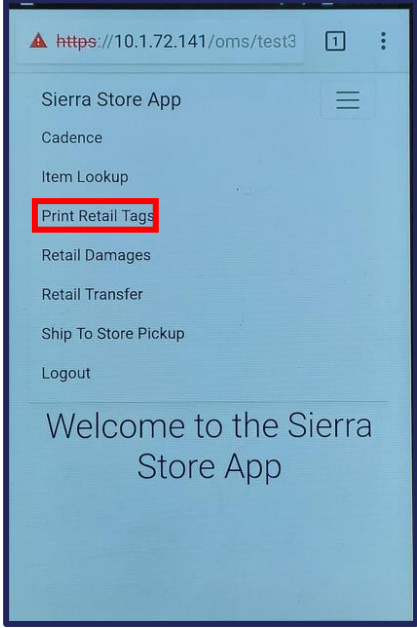


The Mobile Print Retail Tags screen in the Sierra Store App is the primary method to reprint merchandise tickets. Please follow the Returns SOP for detailed instructions on how to reprint tickets after a return.

Follow the steps below to logon to the Sierra Store App, navigate to the Print Retail Tags section, and begin printing tags.

Printing Retail Tags via the Mobile Scanner

| STEP | ACTION | EXAMPLE |
|------|---|--|
| 1. | <p>Sierra Store App</p> <p>If the app does not open automatically, launch the Sierra Store App from the mobile scanner by pressing the circle navigation button located at the bottom of the screen.</p> |  |
| 2. | <p>Opening Print Retail Tags</p> <p>a. If not already displayed, tap the three lines on the top of the screen to open the menu.</p> <p>b. Select the Print Retail Tags option.</p> |  |

3.

Login

Enter your AIN to login to the app.

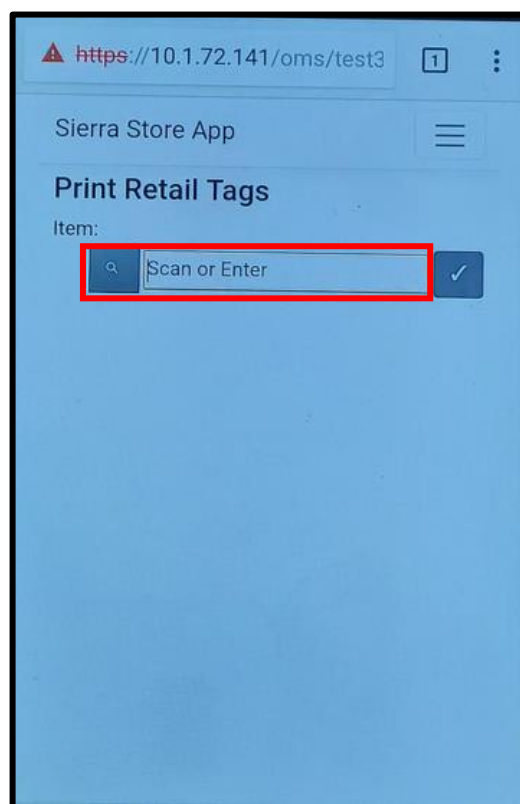


4.

Print Retail Tags

When you get to this screen, you can either:

- Scan the ticket if you have another one available.
- Tap the magnifying glass to the left of the search box to search. If you search for a brand, please continue to the Item Lookup section.



5.

Print Retail Tags

- Select your tag type **before** selecting your price type.
- Regular price is the default price type. Selecting a markdown printer will print a markdown ticket.
- Store Generated Markdown is only available for Managers, in case of damaged or mis-mate products.
- Ensure the correct quantity is entered before selecting "print".



Sierra Store App

Print Retail Tags

Item: 8045C-01-M

Description: TERRAMAR ODOR CONTROL PRO JERSEY WIND BO

Price Type: Corporate Markdown

☐ Hanging
 ☒ Sticky
 ☐ Clearance

Printer: Clr: LabSticky

Original Price: \$22.00 Current Price: \$1.00

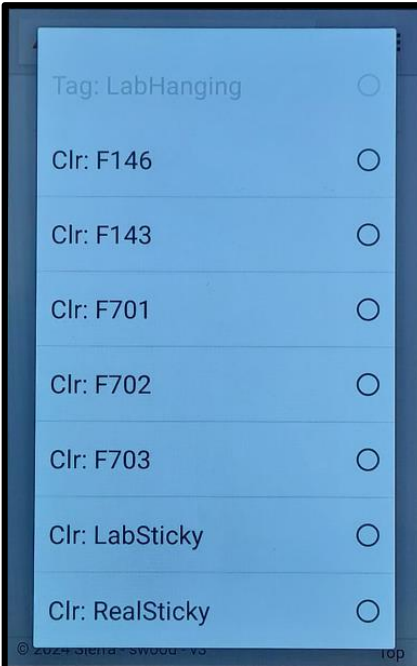
Quantity: - 1 +

Print

6.

Printer Selection

When you select the printer drop down, the available store printers will display.



Tag: LabHanging

Clr: F146

Clr: F143

Clr: F701

Clr: F702

Clr: F703

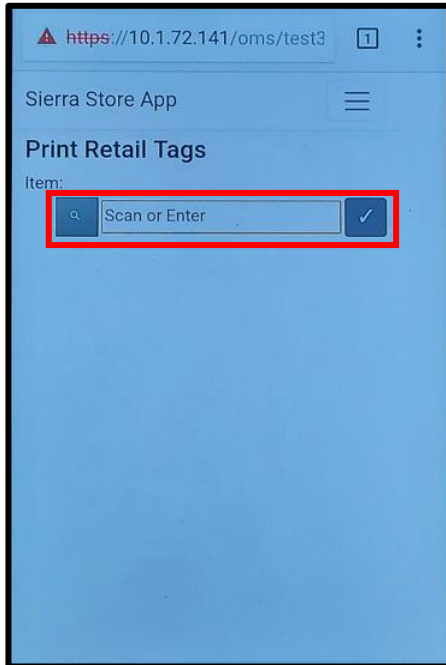
Clr: LabSticky

Clr: RealSticky

7.

Post-Print

After printing a tag, you will be returned to this screen to scan or search again.

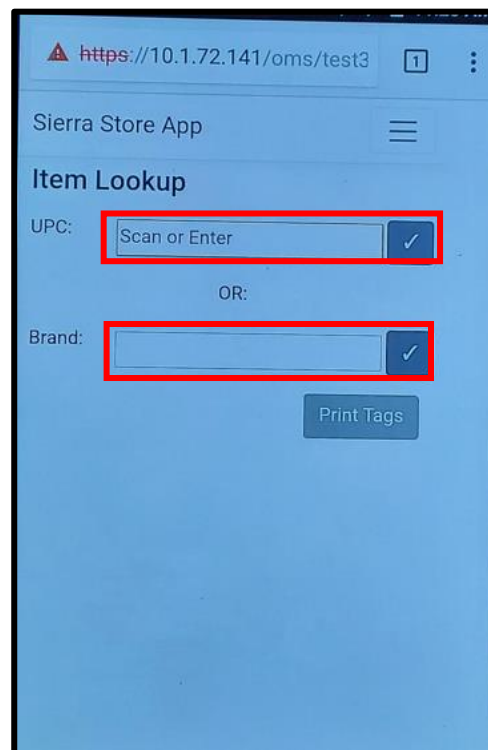


8.

Item Lookup

If you select the magnifying glass on the main Print Retail Tags screen, you will be guided to the Item Lookup screen.

- UPC
 - If the merchandise still has a barcode. You can scan or enter the 12-digit UPC and find its matching Style Code.
- Brand
 - Entering the brand name will return all associated style codes with descriptions.

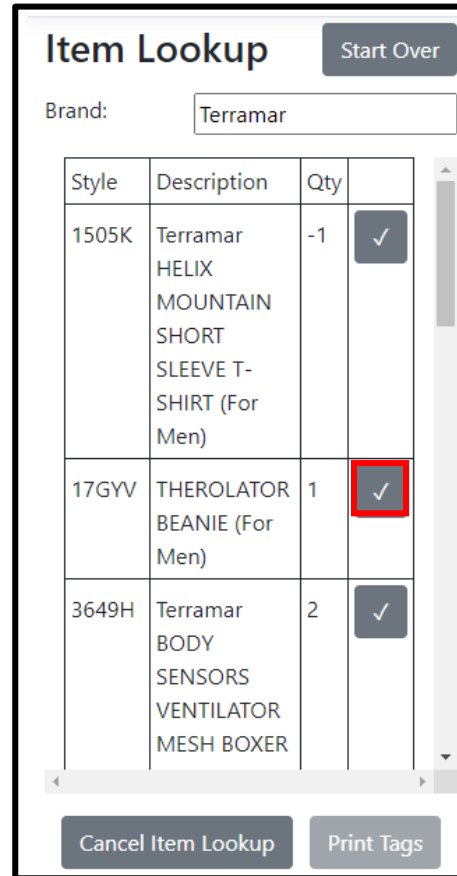


9.

Item Lookup Results

After entering a brand or UPC, a list of all items in the store's inventory will display.

- Once you find items with available quantities, select the style code with a description that best matches the product you are looking for. Consider color, style, material, and size when determining which product to select.
- Once you've found a matching style code, click the check-mark icon to select the item.

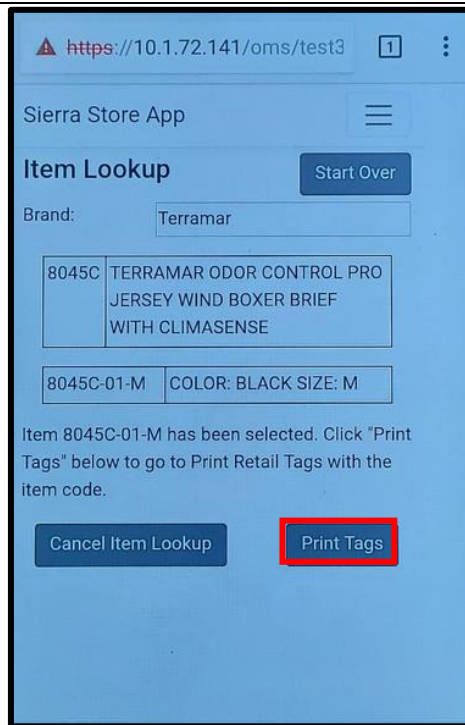


| Style | Description | Qty | |
|-------|---|-----|---|
| 1505K | Terramar HELIX MOUNTAIN SHORT SLEEVE T- SHIRT (For Men) | -1 | ✓ |
| 17GVV | THEROLATOR BEANIE (For Men) | 1 | ✓ |
| 3649H | Terramar BODY SENSORS VENTILATOR MESH BOXER | 2 | ✓ |

10.

Selected Item from Item Lookup

You will be brought to this screen after selecting a style code from the search list. Selecting the Print Tags button will bring you to the Print Retail Tags screen to continue to print the tag.



Sierra Store App

Item Lookup

Brand: Terramar

8045C TERRAMAR ODOR CONTROL PRO JERSEY WIND BOXER BRIEF WITH CLIMASENSE

8045C-01-M COLOR: BLACK SIZE: M

Item 8045C-01-M has been selected. Click "Print Tags" below to go to Print Retail Tags with the item code.

Cancel Item Lookup Print Tags