Seller Central SOPs

Seller Central Terminology

‣ [List of Seller Central Terms and Definitions](#)

Fulfillment by Amazon (FBA)

‣ **SOP**: Forecasting for Fulfillment by Amazon (FBA) Shipments

‣ **SOP**: Creating Shipments for Fulfillment by Amazon (FBA)

Fulfillment by Amazon (FBA) Reimbursements

‣ **SOP**: Reconciling Inbound FBA Shipments

‣ **SOP**: Creating Cases for Inbound FBA Shipment Discrepancies

‣ **SOP**: Reconciling the FBA Inventory Report

‣ **SOP**: Creating Cases for Reimbursements from FBA Inventory

‣ **SOP**: Reconciling FBA Customer Returns Reimbursements

‣ **SOP**: Creating Cases for FBA Customer Returns not Refunded

Fulfillment by Merchant (FBM)

‣ **SOP:** How to Create Fulfilled by Merchant SKUs for your ASINs

‣ **SOP:** How to Set the Available Quantity for Merchant Fulfilled SKUs

‣ **SOP:** Assigning your Fulfilled by Merchant SKUs to an existing Shipping Template

‣ **SOP:** Setting up Shipping Templates for Fulfilled by Merchant SKUs

‣ **SOP:** Setting up Return Settings for Merchant Fulfilled SKUs

‣ **SOP:** Setting up the Returns Policy for your Merchant Fulfilled Orders

‣ **SOP:** Fulfilling Merchant Fulfilled Orders via Email Notification

‣ **SOP:** Fulfilling Merchant Fulfilled Orders via Seller Central

‣ **SOP:** Updating Tracking for your Merchant Fulfilled Orders via Seller Central

Seller Fulfilled Prime

▸ **SOP:** Eligibility Criteria for Seller Fulfilled Prime

▸ **SOP:** Creating Seller Fulfilled Prime SKUs for Your ASINs

▸ **SOP:** Setting the Available Quantity for Seller Fulfilled Prime SKUs

▸ **SOP:** Setting up a New Shipping Template for Seller Fulfilled Prime SKUs

▸ **SOP:** Setting up Seller Fulfilled Prime on an Existing Shipping Template

▸ **SOP:** Enabling Seller Fulfilled Prime on Your account

▸ **SOP:** Assigning your Seller Fulfilled Prime SKUs to a Prime Shipping Template

▸ **SOP:** Setting up Return Settings for Seller Fulfilled Prime SKUs

▸ **SOP:** Setting up the Returns Policy for Your Seller Fulfilled Prime Orders

▸ **SOP:** Fulfilling Seller Fulfilled Prime Orders via Email Notification

▸ **SOP:** Fulfilling Seller Fulfilled Prime Orders via Seller Central

▸ **SOP:** Seller Fulfilled Prime Trial Period

▸ **SOP:** Checking Your Performance Metrics for Seller Fulfilled Prime

▸ **SOP:** Seller Fulfilled Prime Enabled

Seller Central Catalog Management

▸ **SOP**: Adding Existing Amazon ASINs Manually

▸ **SOP**: Adding Existing Amazon ASINs via File Template

▸ **SOP**: Creating New ASINs (Not Listed on Amazon) Manually

▸ **SOP**: Creating New ASINs (Not Listed on Amazon) via File Template

▸ **SOP**: Using the Lister Loader Template

▸ **SOP**: Editing ASINs Manually

▸ **SOP**: Editing ASINs via File Template

▸ **SOP**: Editing Pricing

▸ **SOP**: Removing or Deleting ASINs

▸ **SOP**: Changing from FBA to FBM and Vice Versa

▸ **SOP**: Adding, Editing and Removing Videos

▸ **SOP**: Creating Variations Manually

▸ **SOP**: Creating Variations via File Template

▸ **SOP**: Editing Variations Manually

▸ **SOP**: Editing Variations via File Template

- ▸ **SOP**: Removing an ASIN as a Variation
- ▸ **SOP**: Splitting Variations
- ▸ **SOP**: Adding a Stand-Alone ASIN to an Existing Variation Family
- ▸ **SOP**: Creating a New Variation Family by Combining Existing Stand-Alone ASINs
- ▸ **SOP**: Merging Variations
- ▸ **SOP**: Locating Style Guides
- ▸ **SOP**: Locating Browse Tree
- ▸ **SOP**: Managing Pricing
- ▸ **SOP**: Managing Inactive Inventory
- ▸ **SOP**: Managing Inventory Amazon Fulfills
- ▸ **SOP**: Managing Listing Enhancements
- ▸ **SOP**: Managing Suppressed Inventory
- ▸ **SOP**: Fixing Stranded Inventory
- ▸ **SOP**: Removing Unfillable Inventory

Seller Central Pricing Management

- ▸ **SOP**: Managing Your Pricing Health
- ▸ **SOP**: Reading Your Pricing Dashboard
- ▸ **SOP**: Managing Your Buy Box Percentage
- ▸ **SOP**: Managing Your Price Competitiveness
- ▸ **SOP**: Managing Your Sales Conversion
- ▸ **SOP**: Managing Your Fee Discounts
- ▸ **SOP**: Managing Product Pricing
- ▸ **SOP**: Fixing Price Alerts
- ▸ **SOP**: Creating a New Automated Pricing Rule
- ▸ **SOP**: Editing an Existing Automated Pricing Rule via Spreadsheet Template
- ▸ **SOP**: Editing an Existing Automated Pricing Rule Manually

Seller Central Inventory Reports

- ▸ **SOP:** Creating an Inventory Report
- ▸ **SOP:** Creating an Active Listings Report
- ▸ **SOP:** Creating an Open Listings Report Lite

- ▸ **SOP:** Creating an Open Listings Report Liter
- ▸ **SOP:** Creating an Open Listings Report
- ▸ **SOP:** Creating a Cancelled Listings Report
- ▸ **SOP:** Creating an Inactive Listings Report
- ▸ **SOP:** Creating an All Listings Report
- ▸ **SOP:** Creating a Sold Listings Report
- ▸ **SOP:** Creating a Category Listing Report
- ▸ **SOP:** Creating a Listing Quality and Suppressed Listings Report
- ▸ **SOP:** Creating a Referral Fee Preview Report
- ▸ **SOP:** Creating an Amazon Fulfilled Inventory Report
- ▸ **SOP:** Creating a High Volumes Listing Report
- ▸ **SOP:** Creating a Referral Fee Discounts Report

Creating Fulfillment Reports

- ▸ **SOP:** Creating a Multi-Country Inventory Report
- ▸ **SOP:** Creating a Dangerous Goods Status Report
- ▸ **SOP:** Creating a Restock Inventory Report
- ▸ **SOP:** Creating a Stranded Inventory Report
- ▸ **SOP:** Creating a Reserved Inventory Report
- ▸ **SOP:** Creating a Subscribe & Save Forecasting Report
- ▸ **SOP:** Creating an Inventory Reconciliation Report
- ▸ **SOP:** Creating a Small & Light Inventory Report
- ▸ **SOP:** Creating an Amazon Fulfilled Inventory Report
- ▸ **SOP:** Creating a Daily Inventory History Report
- ▸ **SOP:** Creating a Monthly Inventory History Report
- ▸ **SOP:** Creating a Received Inventory Report
- ▸ **SOP:** Creating an Inventory Event Detail Report
- ▸ **SOP:** Creating an Inventory Adjustments Report
- ▸ **SOP:** Creating an Inventory Health Report
- ▸ **SOP:** Creating an Inventory Age Report
- ▸ **SOP:** Creating a Manage FBA Inventory Report
- ▸ **SOP:** Creating a Manage FBA Inventory Archive Report
- ▸ **SOP:** Creating an Inbound Performance Report

- ‣ **SOP:** Creating an Exportable Inventory (US) Report
- ‣ **SOP:** Creating an Excess Inventory Report
- ‣ **SOP:** Creating a Bulk Fix Stranded Inventory Report
- ‣ **SOP:** Creating an Outlet Deals Report
- ‣ **SOP:** Creating a Subscribe & Save Performance Report
- ‣ **SOP:** Creating an Amazon Fulfilled Shipments Report
- ‣ **SOP:** Creating an All Orders Report
- ‣ **SOP:** Creating an All Orders (XML) Report
- ‣ **SOP:** Creating a Customer Shipment Sales Report
- ‣ **SOP:** Creating a Promotions Report
- ‣ **SOP:** Creating a Customer Taxes Report
- ‣ **SOP:** Creating a Fee Preview Report
- ‣ **SOP:** Creating an Inventory Storage Overage Fees Report
- ‣ **SOP:** Creating a Monthly Storage Fees Report
- ‣ **SOP:** Creating a Long-Term Storage Fee Charges Report
- ‣ **SOP:** Creating a Reimbursements Report
- ‣ **SOP:** Creating an FBA Customer Returns Report
- ‣ **SOP:** Creating a Replacements Report
- ‣ **SOP:** Creating a Recommended Removal Report
- ‣ **SOP:** Creating a Removal Order Detail Report
- ‣ **SOP:** Creating a Removal Shipment Detail Report

Seller Central Payments Reports

- ‣ **SOP:** Downloading a Statement View Report
- ‣ **SOP:** Downloading a Transaction View Report
- ‣ **SOP:** Downloading an All Statements Report
- ‣ **SOP:** Creating a Date Range Report
- ‣ **SOP:** Downloading an Advertising Invoice

Seller Central Returns Reports

- ‣ **SOP:** Creating Return Reports

Seller Central Orders Reports

- **SOP:** Creating a New Orders Report
- **SOP:** Scheduling a New Orders Report
- **SOP:** Creating an Unshipped Orders Report
- **SOP:** Creating an End of Day Form
- **SOP:** Creating an Archived Orders Report

Seller Central Advertising Reports

- **SOP:** Creating an Advertising Report

Seller Central Business Reports

- **SOP:** Creating a Sales Dashboard Report
- **SOP:** Creating a Sales and Traffic Report by Date
- **SOP:** Creating a Detail Page Sales and Traffic Report by Date
- **SOP:** Creating a Seller Performance Report by Date
- **SOP:** Creating a Detail Page Sales and Traffic Report by ASIN
- **SOP:** Creating a Detail Page Sales and Traffic by Parent ASIN Report
- **SOP:** Creating a Detail Page Sales and Traffic by Child ASIN Report
- **SOP:** Creating a Brand Performance Report
- **SOP:** Creating a Sales and Orders by Month Report

Seller Central Lightning Deals

- **SOP**: Creating a Lightning Deal
- **SOP**: Editing a Lightning Deal
- **SOP**: Cancelling a Lightning Deal
- **SOP**: Managing Suppressed Lightning Deals
- **SOP**: Viewing Lightning Deal Costs and Performance

Seller Central 7-Day Deals

- SOP: Creating a 7-Day Deal
- SOP: Editing a 7-Day Deal
- SOP: Cancelling a 7-Day Deal
- SOP: Managing Suppressed 7-Day Deals
- SOP: Viewing 7-Day Deal Costs and Performance

Seller Central Prime Exclusive Discounts

- SOP: Creating a Prime Exclusive Discount
- SOP: Editing a Prime Exclusive Discount
- SOP: Cancelling a Prime Exclusive Discount
- SOP: Managing Suppressed Prime Exclusive Discounts
- SOP: Viewing Prime Exclusive Discount Costs and Performance

Seller Central Coupons

- SOP: Creating a Coupon
- SOP: Editing a Coupon
- SOP: Cancelling a Coupon
- SOP: Running a Coupon Again
- SOP: Managing Deactivated Coupons
- SOP: Advertising a Coupon
- SOP: Viewing Coupon Costs and Performance

Seller Central Promotions

- SOP: Creating a Product Selection
- SOP: Creating Terms and Conditions

Seller Central Promotions: Social Media Promo Codes

- SOP: Creating a Social Media Promo Code
- SOP: Editing a Social Media Promo Code
- SOP: Cancelling a Social Media Promo Code

- ‣ **SOP**: Duplicating an Existing Social Media Promo Code
- ‣ **SOP**: Advertising a Social Media Promo Code
- ‣ **SOP**: Viewing Social Media Promo Code Costs and Performance

Seller Central Promotions: Percentage Off Promotions

- ‣ **SOP**: Creating a Percentage Off Promotion
- ‣ **SOP**: Editing a Percentage Off Promotion
- ‣ **SOP**: Cancelling a Percentage Off Promotion
- ‣ **SOP**: Duplicating an Existing Percentage Off Promotion
- ‣ **SOP**: Viewing Percentage Off Promotion Costs and Performance

Seller Central Promotions: Buy One Get One Promotion

- ‣ **SOP**: Creating a Buy One Get One Promotion
- ‣ **SOP**: Editing a Buy One Get One Promotion
- ‣ **SOP**: Cancelling a Buy One Get One Promotion
- ‣ **SOP**: Duplicating an Existing Buy One Get One Promotion
- ‣ **SOP**: Viewing Buy One Get One Promotion Costs and Performance

Seller Central: Free Shipping

- ‣ **SOP**: Setting up Free Shipping in Shipping Settings