

# Homelegance Kiosk Product Tool

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# Logging In

Navigate to <https://homelegance-products.herokuapp.com/>. In order to log in to the application, you will need the login and password provided to you. If you have lost either your login or password please email me at [matteichsteadt@gmail.com](mailto:matteichsteadt@gmail.com) and I will send you a new login.

## Homelegance Kiosk

login

.....

LOGIN

## Viewing All Products

Navigate to the home page by clicking [Homelegance Kiosk](#) in the top left of the screen. You can either click on [All Products](#) button in the products column of the screen, or click on products in the top navbar, then click [All Products](#).

# Creating a New Product

The easiest way to navigate to the new product page is to click Products>New Product on the top navbar. You can also get there by navigating to the home screen by clicking Homelegance Kiosk in the top left of the screen and then clicking the New Product button in the products column of the screen.

Once there you simply fill out the form as directed. They are as follows:

1. Name
  - a. The name of the collection (Florien Collection, Cline Collection, etc.)
2. Number
  - a. The product number. Try to match this up to the ANT's system as much as possible for stock checking purposes. (2147-1\*, 5530-78, 8480BRW-3).
3. Description
  - a. This is the description of the product. Use whatever text will be used on the Homelegance Website.
4. Images
  - a. To add images you must add the *Image URL*, i.e  
 "https://homelegance.com/u/20180314/07344bcbe6c349a3acc572a5ae379658.jpg"  
 "
5. Category (Bedroom, Dining, Seating, Youth, Occasional, and Home)
  - a. This is the parent category the product belongs to. Bedroom sets go into bedroom, etc.
6. Product Items (the individual items within a product group 2147-1, 2147-4, 2147-5, etc.)  
 To add more than one Product Item click the green "plus" button and fill out the required fields.
  - a. Number
    - i. Individual product number (2147-1, 2147-4)
  - b. Description
    - i. A brief description of the product (nightstand, bed, sofa, reclining loveseat, etc.) same as on the Homelegance website
  - c. Dimensions
    - i. The product's dimensions
  - d. Price
    - i. The price of the item. Use the prices in the price book, **not the promotional price**, as most customers will want the standard price to be displayed on the kiosk.
7. Categories (Bedroom sets, Chairs, Dining Sets, etc.)
  - a. The different sub-categories each product can fall into. For example, the 2546-96 will fall into *Dining Sets*, *Servers*, and *Buffets/Hutches* as it contains all of these.

Once your done filling out the form, click [Submit](#) on the bottom right of the screen. This will save the product and take you to the *Edit Product Page*.

Homelegance Kiosk
Search
Products
Categories
Settings

## New Product

Name  
Name

Number  
Number

Description  
Description

Images

Images

Images

Please fill out this field.

Categories  
Select a category

### Product Items

| Number                                   | Description   | Dimensions                              | Price                               |
|--|---|---|-------------------------------------|
| +  |   |   |                                     |
| <input type="checkbox"/> Bedroom Sets    | <input type="checkbox"/> Counter Height Dining Sets | <input type="checkbox"/> Accent Chairs  | <input type="checkbox"/> Sectionals |
| <input type="checkbox"/> Beds/Headboards | <input type="checkbox"/> Servers                    | <input type="checkbox"/> Bookshelves    | <input type="checkbox"/> Recliners  |
| <input type="checkbox"/> Bunk Beds       | <input type="checkbox"/> Barstools                  | <input type="checkbox"/> Desks          | <input type="checkbox"/> Ottomans   |
| <input type="checkbox"/> Day Beds        | <input type="checkbox"/> Curios                     | <input type="checkbox"/> Lamps          | <input type="checkbox"/> Mattresses |
| <input type="checkbox"/> Trundle Beds    | <input type="checkbox"/> Buffets/Hutches            | <input type="checkbox"/> Misc           | <input type="checkbox"/> Motion     |
| <input type="checkbox"/> Bedroom Sets    | <input type="checkbox"/> Entertainment Centers      | <input type="checkbox"/> Chairs         |                                     |
| <input type="checkbox"/> Beds            | <input type="checkbox"/> Wine Lovers                | <input type="checkbox"/> Accent Chairs  |                                     |
| <input type="checkbox"/> Dining Sets     | <input type="checkbox"/> Ottomans                   | <input type="checkbox"/> Sofa Love Sets |                                     |

SUBMIT


# Editing a Product

The best way to edit a product is as follows. Click the Search button on the navbar on the top of the screen. Click on the window that pops up, fill out the product number you are looking for, then press **Enter** on your keyboard. This will take you to the page showing your search results. Some searches may more than one result (2147 has 12 for example) so it may help to be more specific (8480BRW instead of just 8480). Once you have located the product you wish to edit, click on it. This will take you to the *Edit Product Page*. The page will have the following fields:

1. Name
  - a. The name of the collection (Florien Collection, Cline Collection, etc.)
2. Number
  - a. The product number. Try to match this up to the ANT's system as much as possible for stock checking purposes. (2147-1\*, 5530-78, 8480BRW-3).
3. Description
  - a. This is the description of the product. Use whatever text will be used on the Homelegance Website.
4. Images
  - a. To add images you must add the *Image URL*, i.e  
 “<https://homelegance.com/u/20180314/07344bcbe6c349a3acc572a5ae379658.jpg>”
  - b. If you wish to add an image, click add images on the right-hand side of the screen.
  - c. To remove an image click on the X above the *Image URL*.
5. Category (Bedroom, Dining, Seating, Youth, Occasional, and Home)
  - a. This is the parent category the product belongs to. Bedroom sets go into bedroom, etc.
6. Product Items (the individual items within a product group 2147-1, 2147-4, 2147-5, etc.)  
 To add more than one Product Item click the green “plus” button and fill out the required fields.
  - a. Number
    - i. Individual product number (2147-1, 2147-4)
  - b. Description
    - i. A brief description of the product (nightstand, bed, sofa, reclining loveseat, etc.) same as on the Homelegance website
  - c. Dimensions
    - i. The product's dimensions
  - d. Price
    - i. The price of the item. Use the prices in the price book, **not the promotional price**, as most customers will want the standard price to be displayed on the kiosk.
7. Categories (Bedroom sets, Chairs, Dining Sets, etc.)

- a. The different sub-categories each product can fall into. For example, the 2546-96 will fall into *Dining Sets*, *Servers*, and *Buffets/Hutches* as it contains all of these.

Once your done filling out the form, click [Submit](#) on the bottom right of the screen. This will save the product and refresh the page.



Name

Mayville Collection

---

Number

2147-1

---

Description

Traditional in design and modest in scale, the elegant Mayville Collection takes its design inspiration from the classic Louis Philippe styling. Featuring four distinct finishes – burnished

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Image URL

[https://s3-us-west-1.amazonaws.com/homeelegance/Images\\_Mid](https://s3-us-west-1.amazonaws.com/homeelegance/Images_Mid) [add images](#)

---

Categories

bedroom ▼

---

### Product Items

| Number     | Description                   | Dimensions           | Price |
|------------|-------------------------------|----------------------|-------|
| 2147K-1EK* | Eastern King Sleigh Bed       | HB: 47.25H FB: 26.5H | 165   |
| 2147K-1CK  | California King Sleigh Bed    | HB: 47.25H FB: 26.5H | 165   |
| 2147-12    | Lingerie Chest, Hidden Drawer | 21.5 x 15.75 x 56H   | 119   |
| 2147-5     | Dresser                       | 58.25 x 15.75 x 33H  | 115   |
| 2147F-1*   | Full Sleigh Bed               | HB: 47.25H FB: 26.5H | 109   |
| 2147-1*    | Queen Sleigh Bed              | HB: 47.25H FB: 26.5H | 109   |

### Product Items

☒ Bedroom Sets  
☐ Beds/Headboards  
☐ Bunk Beds  
☐ Day Beds  
☐ Trundle Beds  
☐ Bedroom Sets  
☐ Beds  
☐ Dining Sets

☐ Counter Height Dining Sets  
☐ Servers  
☐ Barstools  
☐ Curios  
☐ Buffets/Hutches  
☐ Entertainment Centers  
☐ Wine Lovers  
☐ Ottomans

☐ Accent Chairs  
☐ Bookshelves  
☐ Desks  
☐ Lamps  
☐ Misc  
☐ Chairs  
☐ Accent Chairs  
☐ Sofa Love Sets

☐ Sectionals  
☐ Recliners  
☐ Ottomans  
☐ Mattresses  
☐ Motion

DELETE

SUBMIT

## Deleting a Product

The best way to delete a product is as follows. Click the [Search](#) button on the navbar on the top of the screen. Click on the window that pops up, fill out the product number you are looking for, then press **Enter** on your keyboard. This will take you to the page showing your search results. Some searches may more than one result (2147 has 12 for example) so it may help to be more specific (8480BRW instead of just 8480). Once you have located the product you wish to delete, click on it. This will take you to the *Edit Product Page*.

On the bottom of the page is a big, red [Delete Button](#).

### Product Items

- |  |   |   |                                     |
|--|---|---|-------------------------------------|
| <input checked="" type="checkbox"/> Bedroom Sets | <input type="checkbox"/> Counter Height Dining Sets | <input type="checkbox"/> Accent Chairs  | <input type="checkbox"/> Sectionals |
| <input type="checkbox"/> Beds/Headboards         | <input type="checkbox"/> Servers                    | <input type="checkbox"/> Bookshelves    | <input type="checkbox"/> Recliners  |
| <input type="checkbox"/> Bunk Beds               | <input type="checkbox"/> Barstools                  | <input type="checkbox"/> Desks          | <input type="checkbox"/> Ottomans   |
| <input type="checkbox"/> Day Beds                | <input type="checkbox"/> Curios                     | <input type="checkbox"/> Lamps          | <input type="checkbox"/> Mattresses |
| <input type="checkbox"/> Trundle Beds            | <input type="checkbox"/> Buffets/Hutches            | <input type="checkbox"/> Misc           | <input type="checkbox"/> Motion     |
| <input type="checkbox"/> Bedroom Sets            | <input type="checkbox"/> Entertainment Centers      | <input type="checkbox"/> Chairs         |                                     |
| <input type="checkbox"/> Beds                    | <input type="checkbox"/> Wine Lovers                | <input type="checkbox"/> Accent Chairs  |                                     |
| <input type="checkbox"/> Dining Sets             | <input type="checkbox"/> Ottomans                   | <input type="checkbox"/> Sofa Love Sets |                                     |

DELETE

SUBMIT



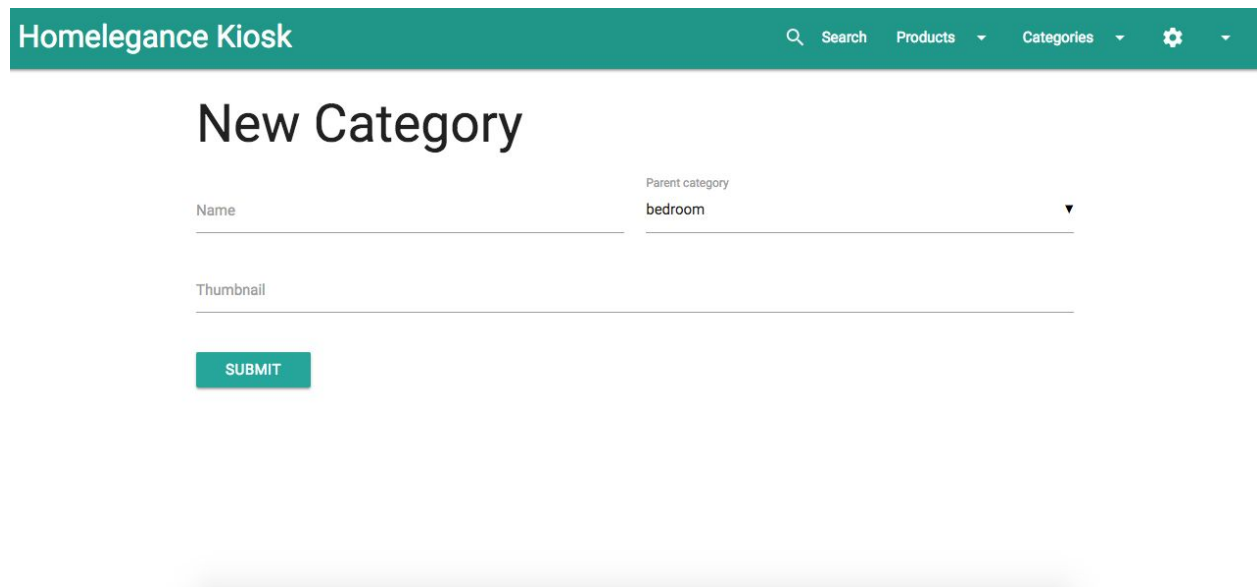
## Creating a New Category

The easiest way to navigate to the *New Category Page* is to click [Categories>New Category](#) on the top navbar. You can also get there by navigating to the home screen by clicking [Homelegance Kiosk](#) in the top left of the screen and then clicking the [New Category](#) button in the categories column of the screen.

This will take you to the *New Category Page*. Simply fill out the required fields:

1. Name - the name of the category
2. Parent Category - the category that this new category will fall into (i.e. Dining, Bedroom, Seating)
3. Thumbnail - the *Image URL* of the product you wish to represent this new category.

When done, click the [Submit Button](#) on the bottom left of the screen. This will take you to the *Edit Category Page* where you can **[add/remove a category's products](#)**(pg 8).



The screenshot shows the 'New Category' form within the 'Homelegance Kiosk' application. The top navigation bar is teal with the text 'Homelegance Kiosk' on the left and search, products, categories, and settings icons on the right. The form itself has a white background with a light gray border. It features three input fields: 'Name', 'Parent category' (with a dropdown arrow), and 'Thumbnail'. The 'Parent category' dropdown is currently set to 'bedroom'. A teal 'SUBMIT' button is located at the bottom left of the form.

## Adding/Removing a Category's Products

To navigate to the *Edit Category Page*, click [Categories > All Categories](#) in the navbar on the top of the screen. This will take you to the *All Categories Page*. Select the *Parent Category* that contains the category you wish to edit. For example, if you wish to edit *Bedroom Sets* you would select *Bedroom* as the parent category. Once you have the *Parent Category* selected, simply click on the category you wish to edit.

There will be two columns on the page [Available Products](#) and [Current Products](#). Current Products are the products currently within the category. Available Products are products not currently in that category. Available products are broken down by *Parent Category*, in order to find the product you wish to add, simply select the *Parent Category* that contains your product.

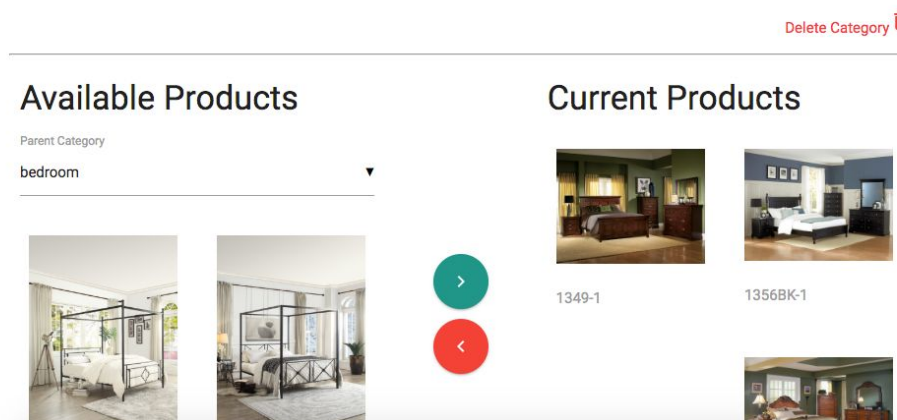
### Adding Products

Click the products you wish to add. This should highlight the products. Once you have selected all of the products you wish to add, click on the [Green > Button](#) in the middle of the screen. This should refresh the page with the, now, updated product list.

### Removing Products

Click the products you wish to remove. This should highlight the products. Once you have selected all of the products you wish to remove, click on the [Red < Button](#) in the middle of the screen. This should refresh the page with the, now, updated product list.

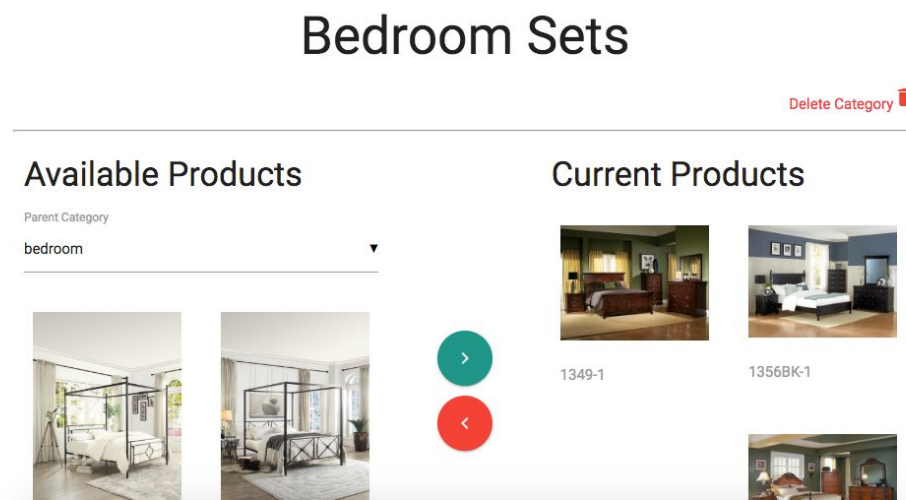
## Bedroom Sets



## Deleting a Category

To navigate to the *Edit Category Page*, click Categories > All Categories in the navbar on the top of the screen. This will take you to the *All Categories Page*. Select the *Parent Category* that contains the category you wish to edit. For example, if you wish to delete *Bedroom Sets* you would select *Bedroom* as the parent category. Once you have the *Parent Category* selected, simply click on the category you wish to delete.

To delete the category, click the red Delete Category button towards the top right of the screen.



## Bulk pricing update

To navigate to the *Update Pricing Page* click the “Settings Button” (the cog icon) on the top right of the screen and click “Bulk pricing update”. Click on the “Choose File” button on the left. This should prompt you to select a file to upload. **You need to have a CSV file, not XLSM.** If you need instructions on how to do this, click [here](#).

The format needs to match that of the *2018 New Pricebook - Nov 1st 2018*, with the headers “Item#”, “ Price “, and “ New Price” (include the spaces before and after in Price and New Price just like the spreadsheet). If you need any help with this, please email me at [matteichsteadt@gmail.com](mailto:matteichsteadt@gmail.com).

Once you have the proper file in CSV format, click “Upload”. This will take you to the next screen. This screen will show you the items that will be updated. “Old price” is the current price in the kiosk database and “New price” is what it will be updated to. This is your chance to make sure that the pricing is correct for that item\*. Once all prices have been verified, click the “Save Changes” button towards the top of the screen. If you return to the *Update Pricing Page* it should have worked. If you receive any errors make sure your document is in CSV format and that the headers of the file match that of *New Pricebook - Nov 1st 2018*.

\* items containing multiple parts, i.e. vanities and certain hatches tend to have issues with pricing

## Missing Items Tool

To navigate to the *Missing Items Page* click the “Settings Button” (the cog icon) on the top right of the screen and click “Missing Items”. Click on the “Choose File” button on the left. This should prompt you to select a file to upload. **You need to have a CSV file, not XLSM.** If you need instructions on how to do this, click [here](#).

The format needs to match that of the *2018 New Pricebook - Nov 1st 2018*, with the header “Item#”. If you need any help with this, please email me at [matteichsteadt@gmail.com](mailto:matteichsteadt@gmail.com).

Once you have the proper file in CSV format, click “Upload”. This will take you to the next screen. This screen will display all items within the spreadsheet that are not currently in the kiosk database, excluding grouped products, i.e. “2147-1\*4”. This will help you determine which new products to add to the kiosk.

## Converting a XLSM file to CSV

I will be showing you how to do this in Microsoft Excel. The steps should be similar if you are using another application.

- Open the file you wish to upload.
- Click “File”
- Click “Save As”
- Click “Browse”
- Change “Save as Type” to “CSV (Comma Delimited) (\*.csv)”
- Click “Save”
- A prompt might pop up saying “Some features of this workbook might be lost if you save it as CSV (Comma Delimited)”. “Do you want to keep using that format?”
  - Click Yes
- Check to make sure your file saved with the format .csv at the end

## Bulk Product Upload

Go to the *Bulk Product Upload Page* by either clicking *Products > Bulk product upload* on the navbar or by clicking *Bulk Product Upload* on the home page. You'll need a CSV with the following headers:

- number
- name
- description
- category
- images
- sub\_categories
- product\_item\_1\_number
- product\_item\_1\_price
- product\_item\_1\_description
- product\_item\_1\_dimensions
- product\_item\_n\_number
- product\_item\_n\_price
- product\_item\_n\_description
- product\_item\_n\_dimensions

Some things to keep in mind:

- Headers must be the same as they appear on here. Capitalization, spelling, spaces: all of it.
- For product\_item\_n\_\_\_\_\_
  - "n" is the last number of product items you're adding. If the product has 6 product items it would be "product\_item\_6\_number". This is true of price, description, etc.
- sub\_categories
  - sub\_categories must be spelled exactly as they are in the kiosk. You can find them under *All Categories*.
  - If you are adding multiple sub\_categories, (i.e. Dining Sets and Buffets/Hutches) simply separate them with a comma and a space (" , ") like: "Dining Sets, Buffets/Hutches".
- Images
  - If you are adding multiple images simply separate them with a comma and a space (" , ") like:  
["https://s3-us-west-1.amazonaws.com/homeelegance/Images\\_MidRes\\_For+Custo mer+Advertisement/5546-84.jpg,](https://s3-us-west-1.amazonaws.com/homeelegance/Images_MidRes_For+Custo mer+Advertisement/5546-84.jpg)  
[https://s3-us-west-1.amazonaws.com/homeelegance/Images\\_MidRes\\_For+Custo mer+Advertisement/5546-84.jpg"](https://s3-us-west-1.amazonaws.com/homeelegance/Images_MidRes_For+Custo mer+Advertisement/5546-84.jpg)

## Uploading Images

Images should be relatively large (~3000px wide). Kevin Li should have all of the product images available in those sizes. Last time he had them under a folder named “Images\_MidRes\_For Customer Advertisement”.

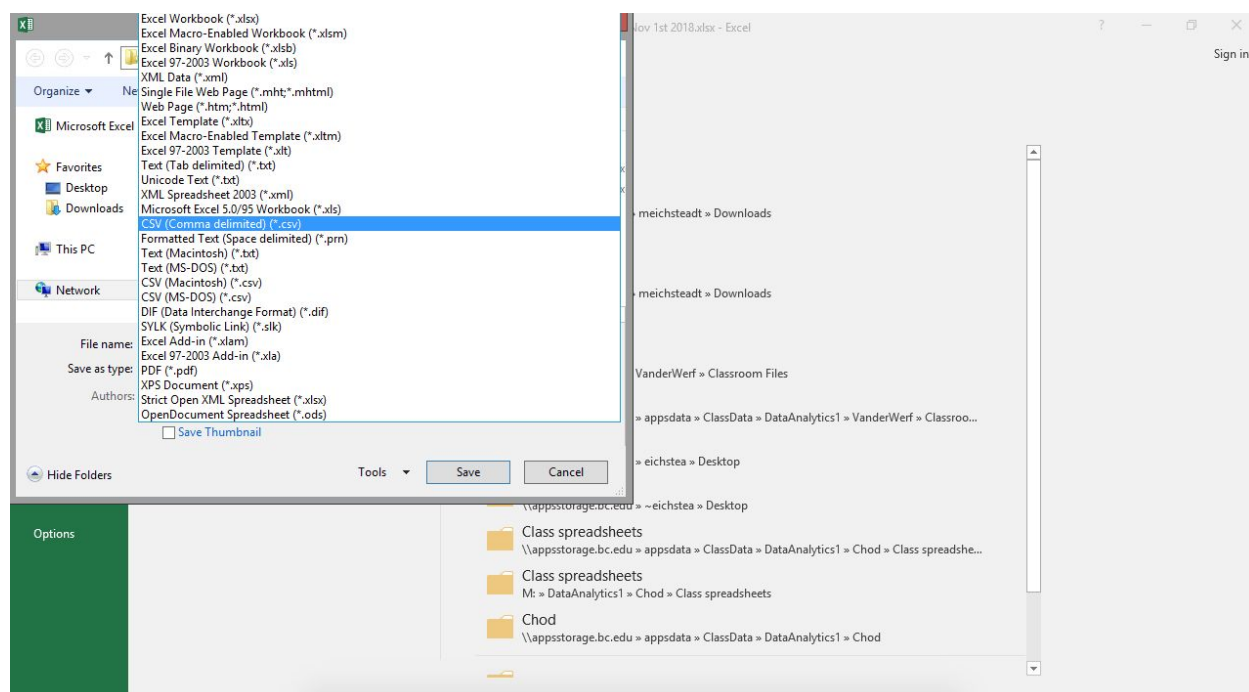
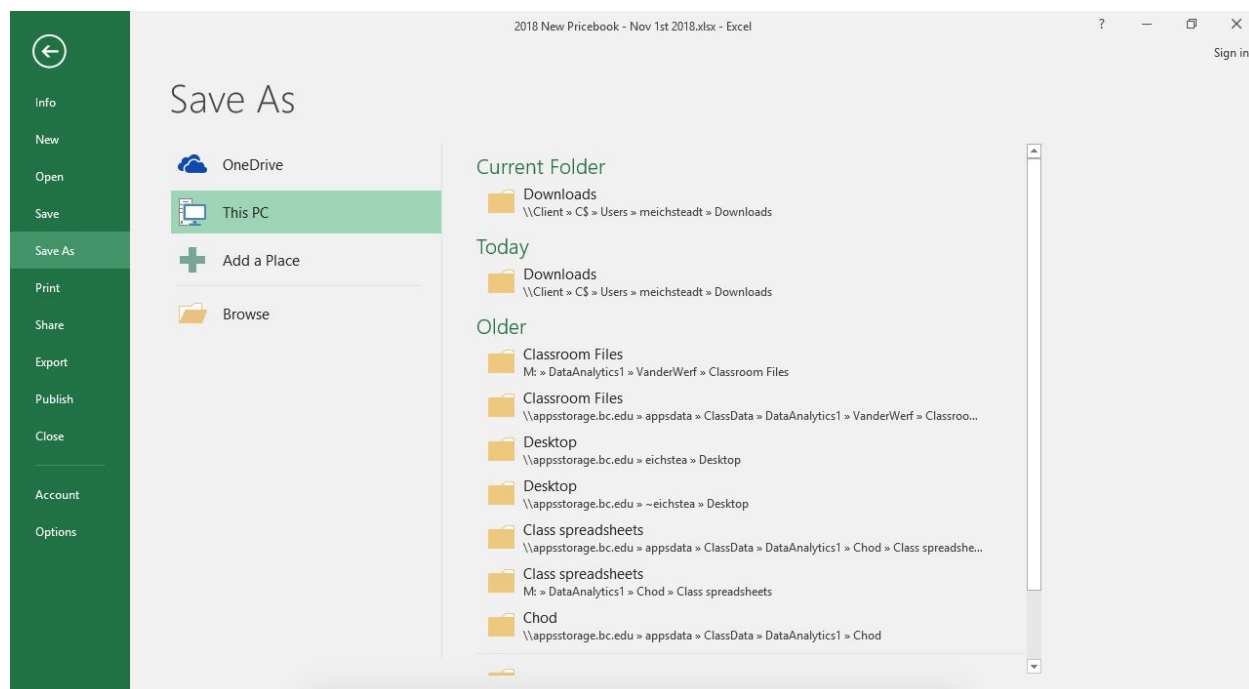
You’ll have to go through and determine which images you want for each product (I tended to use the ones in the catalog). What I did was just go through each product I was adding to the kiosk and when I found the image I wanted for the product I copied it to a new folder. Once you have the images you need, navigate to the *Images* page. To do this either click *Products > Image Upload* or go to the home page and click *Image Upload*.

From there it’s pretty simple. Click the *Choose Files* button and select the images you want to upload. To select multiple images click the top image, hold down **Shift**, and then click the last image you want to upload. When you have them all selected click *Upload Images*. If there’s no error message it should have worked. To check and make sure it worked simply paste the image URL into your browser. If you see the image, it worked.

The URL for the images will be

“https://s3-us-west-1.amazonaws.com/homeelegance/**IMAGE\_NAME**”





2018 New Pricebook - Nov 1st 2018.csv - Excel

File Home Insert Page Layout Formulas Data Review View Tell me what you want to do... Sign in Share

Paste Font Alignment Number Styles Cells Editing

B3809 129

|      | A          | B         | C         | D   | E                                   | F      | G     | H     | I | J | K |
|------|------------|-----------|-----------|-----|-------------------------------------|--------|-------|-------|---|---|---|
| 3790 | 9807TL-2   | \$ 179.00 | \$ 189.00 | Net | LOVE SEAT, 2 PILLOWS, TEAL 100% PO  | 82.50  | 29.54 | SNEW  |   |   |   |
| 3791 | 9807TL-3   | \$ 189.00 | \$ 209.00 | Net | SOFA, 2 PILLOWS, TEAL 100% POLYEST  | 101.20 | 40.00 | SNEW  |   |   |   |
| 3792 | 9808BUE-1  | \$ 199.00 | \$ 209.00 | Net | CHAIR W/ PULL-OUT OTTOMAN, BLUE 1   | 141.90 | 31.28 | SNEW  |   |   |   |
| 3793 | 9808BUE*SC | \$ 419.00 | \$ 439.00 | Net | (2) 2PC SET: SECTIONAL              | 273.90 | 83.76 | SNEW  |   |   |   |
| 3794 | 9808-1     | \$ 199.00 | \$ 209.00 | Net | CHAIR W/ PULL-OUT OTTOMAN, 100% P   | 141.90 | 31.28 | S-172 |   |   |   |
| 3795 | 9808*SC    | \$ 419.00 | \$ 439.00 | Net | 2P                                  |        |       |       |   |   |   |
| 3796 | 9809BU-1   | \$ 149.00 | \$ 155.00 | Net | C                                   |        |       |       |   |   |   |
| 3797 | 9809BU-2   | \$ 199.00 | \$ 209.00 | Net | L                                   |        |       |       |   |   |   |
| 3798 | 9809BU-3   | \$ 219.00 | \$ 229.00 | Net | S                                   |        |       |       |   |   |   |
| 3799 | 9809FG-1   | \$ 149.00 | \$ 155.00 | Net | C                                   |        |       |       |   |   |   |
| 3800 | 9809FG-2   | \$ 199.00 | \$ 209.00 | Net | L                                   |        |       |       |   |   |   |
| 3801 | 9809FG-3   | \$ 219.00 | \$ 229.00 | Net | SOFA, 4 PILLOWS, LIGHT FOG GRAY FA  | 114.07 | 37.63 | SNEW  |   |   |   |
| 3802 | 9811-2L    | \$ 204.88 | \$ 214.88 | Net | (1/3) LSF RECLINING LOVE SEAT, CHOC |        | 32.44 | SNEW  |   |   |   |
| 3803 | 9811-2R    | \$ 205.06 | \$ 215.06 | Net | (2/3) RSF RECLINING LOVE SEAT, CHOC |        | 32.44 | SNEW  |   |   |   |
| 3804 | 9811-CR    | \$ 169.06 | \$ 169.06 | Net | (3/3) CORNER SEAT, CHOCOLATE 100%   |        | 31.71 | SNEW  |   |   |   |
| 3805 | 9811*SC    | \$ 569.00 | \$ 599.00 | Net | 3PC SET: 2L + CR + 2R               |        | 96.59 | SNEW  |   |   |   |
| 3806 | 9814BU-1   | \$ 129.00 |           | Net | CHAIR, BLUE 100% POLYESTER          | 63.80  | 15.60 | SNEW  |   |   |   |
| 3807 | 9814BU-2   | \$ 169.00 |           | Net | LOVE SEAT, BLUE 100% POLYESTER      | 85.80  | 23.50 | SNEW  |   |   |   |
| 3808 | 9814BU-3   | \$ 189.00 |           | Net | SOFA, BLUE 100% POLYESTER           | 110.00 | 32.20 | SNEW  |   |   |   |
| 3809 | 9814GY-1   | \$ 129.00 |           | Net | CHAIR, GRAY 100% POLYESTER          | 63.80  | 15.60 | SNEW  |   |   |   |
| 3810 | 9814GY-2   | \$ 169.00 |           | Net | LOVE SEAT, GRAY 100% POLYESTER      | 85.80  | 23.50 | SNEW  |   |   |   |

2018 New Pricebook - Nov 1st 20

Ready Average: \$162.33 Count: 3 Sum: \$487.00 115%

Microsoft Excel

Some features in your workbook might be lost if you save it as CSV (Comma delimited). Do you want to keep using that format?

Yes No Help