Item Maintenance

The Item Maintenance Application will allow the user the ability to make changes to the item master en masse.

- You can group items by Style, Style/Color, or modify each Style/Color/Size individually.

- Field display can be configured to add fields from articles not present, to remove fields, to change labels or to change the order via a configuration file. Contact your KWI Customer Success Manager to configure these options.

Input Screen - Hierarchy Tab

Process Overview

1. First, you will define the criteria for the articles you wish to modify by selecting hierarchy, entering a SKU/UPC, a style, or season code, or use any other field on the screen. You can make more than 1 selection, and use criteria such as active and status codes, or inventory activity (see activity tab).

2. Click **Search** to view the results of your selections.

3. Make your changes in the table. This can include (but not limited to) pricing and cost changes, hierarchy reclassifications, item image URL updates, and status changes.

4. Click on the checkboxes for every SKU/UPC that needs to be updated.

5. Click **Book** to save all changes.

Action Options:	
Search	Use the search button to retrieve information about specific SKUs. Searches are performed by entering information into any field to define a group of SKUs. There is a limit to the number of records a search can perform. If you exceed that limit, you will be notified and must refine your search by entering more detailed information. A successful search will display the results. Wild Card searches will work on any of the fields by using the * key following the beginning portion of the data.
Cancel	This button will clear all fields without saving any information and return to the previous screen.

Selection Options:	
SKU/UPC	A unique 10-digit numeric field to identify the product. For an industry standard UPC-A code, drop the first and last digits of the number.
Department	Highest level of product hierarchy. Select any number of departments to show only items from that department.
Class	2nd level of product hierarchy. Select any number of classes to show only items from that class.
Sub-Class	3rd level of product hierarchy. Select any number of sub-classes to show only items from that sub-class.
Sub-Dept	4th level of product hierarchy. Select any number of sub-departments to show only items from that sub-department.
Attribute 1	5th level of product hierarchy. Select any number of Attribute 1's to show only items from that Attribute 1 hierarchy.
Attribute 2	6th level of product hierarchy. Select any number of Attribute 2's to show only items from that Attribute 2 hierarchy.
Attribute 3	7th level of product hierarchy. Select any number of Attribute 3's to show only items from that Attribute 3 hierarchy.
Season	A three character alphanumeric code for season.
Vendor Color	The vendor color of the item.
Content	An elective data entry field from the item master defined by the client.
Origin	An elective data entry field from the item master defined by the client.
Size	The size of the item.
Color	Linked data from the color table for selecting the color of the item.
Vendor	The primary vendor of the item.
Description	The full description of the item.

Selection Options:	
Style	The Vendor Style associated with an item.
POS Description	The POS description of the item. This is what will print on the register receipt. This is a 15-character field.
Active Code	A designation indicating Active status (Y/N) of the SKU/UPC.
Status	An elective single character field defined by the client.
Care	An elective data entry field from the item master defined by the client.
Copy	An elective data entry field from the item master defined by the client.
Current Cost	May also be labeled "Average Cost"or "Wholesale Price", this is the current inventory value cost.
First Cost	The current cost of product on new purchase orders.
Retail Price	The original retail price for retail locations.
Retail Markdown Price	The current selling price in Retail locations.
Outlet Price	The original retail price for outlet locations.
Outlet Markdown Price	The current selling price in outlet locations.
Prepack	The multiple unit purchase quantity for the item.
Label/Ticket	An elective single character field defined by the client (Stat3).
Sort By	Sort options to sort output by. Once the results are returned you can sort on any of the columns by clicking on the column headings.
Group By	**Items can display at the Style, Style/Color or UPC (Style/Color/Size) level.** • Style - only one line will display per style that will represent all the items in that style.* • Style/Color - only one line will display per style/color combination and will represent all items with that style/color. * • UPC (Style/Color/Size) - one line will display for each item that fits the rest of the input criteria. ***If run at the Style or Style/Color level and any field varies from upc to upc it will simply display the first value it finds. Ex. Within a style size XL has a retail price of $25.00 and size XXL has a retail price of $28.00, it will only display one value.** NOTE: Only fields that were changed will actually book to the database so if a description varies based on size or color you can still update other

Selection Options:	
	fields at the style level without that changing. These values will be highlighted in Red.
Last Modify Date	The last date the item was modified.

Once all selections have been made on the Selection Screen, hit the search button and the application will search on all selected criteria and will produce the data results.

Activity Screen

A tab on the upper left of your item maintenance screen titled 'Activity' allows you an additional set of filters to further specific your search session.

Selection Options:	
On Hand	Drop down menu to select 'Any' denoting that the product is in stock to populate on the results screen or 'No' which excludes product that is on hand in the store or warehouse. *Must enable function by activating radio button to the left of the drop down menu.
On Order	Drop down menu to select 'Any' denoting that the product is on order to populate on the results screen or 'No' which excludes product that is on order for the store or warehouse. *Must enable function by activating radio button to the left of the drop down menu.
Sales	Drop down menu to select 'Any' denoting that the product has had sales within the selected date range to populate on the results screen or 'No' which excludes product that has had sales within the selected date range for the store. *Must enable function by activating radio button to the left of the drop down menu.
Returns	Drop down menu to select 'Any' denoting that the product has had returns within the selected date range to populate on the results screen or 'No' which excludes product that has had returns within the selected date range for the store. *Must enable function by activating radio button to the left of the drop down menu.
Receiving	Drop down menu to select 'Any' denoting that the product has been received within the selected date range to populate on the results screen or 'No' which excludes product that has been received within the selected date range for the store or warehouse. *Must enable function by activating radio button to the left of the drop down menu.
Transfers	Drop down menu to select 'Any' denoting that the product has been transferred within the selected date range to populate on the results screen or 'No' which excludes product that has been transferred within the selected date range for the store or warehouse. *Must enable function by activating radio button to the left of the drop down menu.
Distributions	Drop down menu to select 'Any' denoting that the product currently has a distribution attributed to it within the selected date range to populate on the results screen or 'No' which excludes product that currently has a distribution attributed to it within the selected date range for the store or warehouse. *Must enable function by activating radio button to the left of the drop down menu.

Once all selections have been made on the Selection Screen, hit the search button and the application will search on all selected criteria and will produce the data results.

Result Screen

	UPC	F...	Depart	Vendor	Style	First Cost	Curre...		Retail	Markdow	Markdo	Outlet F	Outlet M	Outlet	Last Modify...	Class
☐	100291002		MENS-	Enterpri	MIKE -	30.33	0.00	0.00		0.00			0.00	0.00		10/11/2006	TYPES-0
☐	811186295		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	911186295		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	011186296		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	111186296		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	211186296		MENS-	GOLF	MIKE	10.00	0.00	37.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	311186296		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	411186296		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	511186296		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	611186296		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	711186296		MENS-	GOLF	MIKE	10.00	0.00	37.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	811186296		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	911186296		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	011186297		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	111186297		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	211186297		MENS-	GOLF	MIKE	10.00	0.00	37.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	311186297		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	411186297		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	511186297		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	611186297		MENS-	GOLF	MIKE	10.00	0.00	35.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	711186297		MENS-	GOLF	MIKE	10.00	0.00	37.00		0.00			34.00	0.00		04/08/2008	Chocolat
☐	011186298		MENS-	Enterpr	MIKE '	3.00	0.00	6.00		0.00			0.00	0.00		10/11/2006	Jeans-01
☐	342222121		MENS-	Enterpr	MIKE -	30.33	0.00	0.00		0.00			0.00	0.00		10/11/2006	TYPES-0
☐	345114552		MENS-	Enterpr	MIKE -	30.33	0.00	0.00		0.00			0.00	0.00		10/11/2006	TYPES-0

◄ █

(Book)   (Print)   (Cancel)

Action Options:

Book	This will load the changes selected into the database.
Print	Exports a printout of the data table.
Cancel	Clears all changes and returns you to the search screen.

Modify Table:

Check Box	When booked only the lines that have boxes checked will be booked to the database. Right clicking on any checkbox will give you the following options: • Check All • Uncheck All • Check Selected • Uncheck Selected
Data Fields	Data fields and labels can vary for each KWI Client. To add new columns to the output from the item master or to change the order of your columns please contact KWI client services. All fields are modifiable except the following: • UPC • Markdown / Outlet Markdown • Markdown Date / Outlet Markdown Date • Color - If run at the Style Level

Modify Table:	
	• Size - If run at the Style or color level this field will be suppressed from output • Average Cost - If used
Item Picture	If this field is already populated you will be able to roll the mouse over to view the picture in a pop up window.

Results can be sorted by any data column by clicking on the column header. Columns can also be reordered and resized via drag and drop.

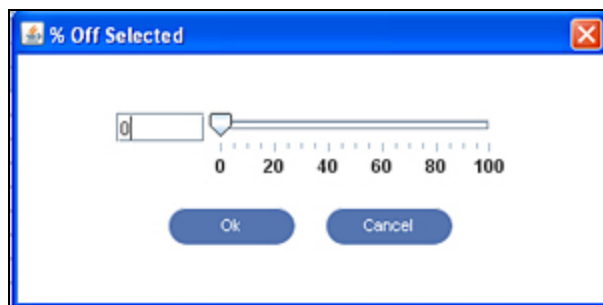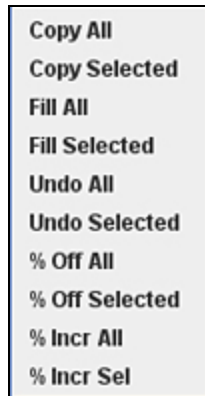| Result Outputs:	
UPC	The 10 digit number associated with the item.
First Digits	The first digits of a 12 digit UPC.
Vendor	The vendor associated with the item
Style	The style associated with the item.
MFG#	Client defined.
Color Name	The color associated with the item.
Vendor Color	The vendor color associated with the item.
Size	The size associated with the item.
Size Code	The size code associated with the item.
Description	The full description associated with the item.
POS Description	The POS description associated with the item. This is a 15 digit character field description printed on the register receipt.
Short Description	Client defined.
Status	An elective single character field defined by the client.
First cost	The total first cost associated with the item.
Wholesale Cost	The total wholesale cost associated with the item.
Retail Price	The total retail price associated with the item
Markdown Price	The markdown selling price entered in "Create New Markdown." If this is blank or zero the retail price will be used.
Markdown Date	The date of the last markdown for retail stores associated with the item
Outlet Price	The current selling price in outlet stores associated with the item.
Outlet Markdown Price	The markdown selling price in outlet in outlet stores associated with the item. If this is zero or blank then the outlet price will be used.

Result Outputs:	
Department	The department associated with the item.
Class	The class associated with the item.
Sub-Class	The Sub-class associated with the item.
Sub Dept	The Sub Dept associated with the item.
Attribute 1	The fifth level of product hierarchy associated with the item.
Attribute 2	The sixth level of product hierarchy associated with the item.
Attribute 3	The seventh level of product hierarchy associated with the item.
Season	The season code associated with the item.
PrePack	The prepack quantity associated with the item.
Last Modify Date	The current date for any modified information to be transmitted to the stores.
Alt Style/SKU/UPC	The alternative Style/SKU/UPC connected to the item listed in UPC.
Active Code	The letter "Y" or "N" to show if this SKU is active or not.
Available on Web	The letter "Y" or "N" to show if this SKU is available on the web or not.
Stat 3	An elective single character field as defined by the client.
Item Picture	Link to attach a picture of the item. Please speak to your Customer Success Manager about this option.
Item Weight	Client defined.
Item Length	Client defined.
Item Width	Client defined.
Item Height	Client defined.
Case Length	Client defined.
Case Width	Client defined.
Case Height	Client defined.
Case Weight	Client defined.
Case Cube	Client defined.
Shipping Code	Client defined.
Taxable Code	Client defined.
Case Quantity	Client defined.
Lead Time	Client defined.

Result Outputs:	
Duty Code	Client defined.
Employee Price	The price the employee pays when selecting employee price on the POS.

Data Modifications

Copy All
Copy Selected
Fill All
Fill Selected
Undo All
Undo Selected
% Off All
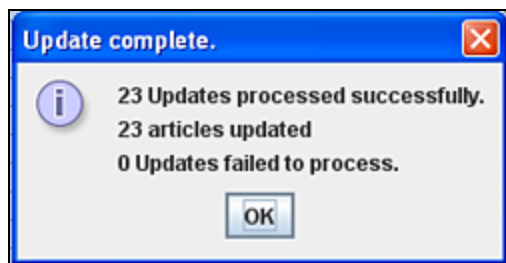% Off Selected
% Incr All
% Incr Sel

Modify Options:	
Copy All	Copy all values in the entire column to paste it into another column.
Copy Selected	Copy only the values in the highlighted rows for the column selected. You must select the same number of rows when pasting the values.
Fill All	Prompts you for a value input and then adds that value to the selected column for all rows in data set.
Fill Selected	Prompts you for a value input and then adds that value to the selected column for all currently highlighted rows in data set.
Undo All	Clears out any modified values for the entire column and reverts the cells back to the current database values.
Undo Selected	Clears out any modified values for the selected rows and reverts the cells back to the current database values.

Modify Options:	
% Off All	Applies to value fields only. This will prompt for a percentage and will take that percentage off the current value in the cells for the entire column.
% Off Selected	Applies to value fields only. This will prompt for a percentage and will take that percentage off the current value in the cells for the highlighted rows.
% Incr. All	Applies to value fields only. This will prompt for a percentage and will increment the values in the cells for the entire column by that percentage.
% Incr. Sel.	Applies to value fields only. This will prompt for a percentage and will increment the values in the cells for the highlighted rows by that percentage.

Once the session is saved the user will need to Book the session in order to record the changes to the system. Once the session is booked the following screen will appear so the user can verify the changes that were made.

Book Screen

When booking is complete, you will get a message showing the resulting number of records changed.

Program Flags

The following program flag can be enabled upon request:

- Option to add Available on Web and Fabric code (fabr1) to the results table.

- Option to add Style Group as a selection.