# Admin User Guide - Pricing

# [] Getting Started

Accessing the Pricing Console [#Access]

## Overview

The **Pricing** microservice ("Pricing") allows a Pricing Admin to create and manage multiple price lists, with each price list having its own currency and its own individual optional price types.

The Pricing is independent of the Catalog microservice, enabling a client to use Skava's Catalog microservice or an alternative third-party catalog service of their choice. Skava's Pricing microservice provides pricing for stock-keeping units ("SKUs"), each of which can have a default price (evergreen price) as well as pricing based on quantity and/or a schedule. Pricing Admins can easily import pricing data into the Pricing service using a very simple spreadsheet import template.

As with all microservices in the Skava Commerce solution, individual price lists are associated with a store managed by the Store microservice. Stores often serve multiple regions and store association permits the Pricing Admin to define a price list for each region.

**Note:** To preserve data integrity, the Store association only allows the Pricing Admin to choose price lists within the same collection.

For a detailed overview of the **Pricing** microservice, see the <u>Pricing Microservice</u> <u>Overview [https://developer.skava.com/microservices/pricing/]</u>.

# Service Glossary

- Bundle related products grouped so that they can be presented and sold together
  on the Storefront. Generally, bundles require the consumer or buyer to purchase the
  entire bundle. See the <u>Catalog Admin User Guide</u>
  [https://developer.skava.com/microservices/catalog/catalog-admin-user-guide/] for
  more information about bundles.
- Bundle Price the price of the SKU that is applicable only when the SKU belongs to a bundle product. This cannot be less than the floor price of the SKU. This is an optional price.
- Business the parent of a store or set of stores. The basic use of a business is to manage common sets of users, catalogs, and other services for

the stores associated with the business.

- Business Admin a role that manages business settings, creates and manages stores, and enables microservice(s) for a business.
- Catalog a combination of products and stock keeping units (SKUs) organized to
  enable merchants to easily create, enrich, and manage product information for
  effective and efficient omni-channel commerce.
- Collection a container or wrapper entity to hold pricelists.
- **Fixed Bundle** bundle price remains static, irrespective of SKU variants.
- Floor Price an optional price type that the Pricing Editor/Admin can set for a stock keeping unit (SKU) to trigger business logic in the event that promotions have driven the SKU's transaction price below an acceptable level for the business. For example, if the transaction price of a SKU falls below the floor price set by the Pricing Editor/Admin after multiple promotions are applied, business logic will cancel the transaction and message the consumer appropriately on the Storefront (also known as the Orchestration layer).
- Mandatory Price Types the basic mandatory price types for a stock keeping unit (SKU), which includes Transaction Price.
- Omni-channel a multichannel approach to sales that seeks to provide consumers with a seamless shopping experience, whether shopping online (on a desktop, a mobile, or tablet device), by telephone, or in person at a physical store (<a href="https://searchcio.techtarget.com/definition/omnichannel">https://searchcio.techtarget.com/definition/omnichannel</a>].
- Optional Price Types optional price types available, beyond the mandatory price
  types, for a stock keeping unit (SKU), which could include Regular Price, List Price,
  Original Price, MSRP (Manufacturer's Suggested Retail Price), etc. There is no limit on
  the number of optional price types that can be added by the Pricing Editor/Admin and
  any of the optional types can be set as required to ensure data is entered for
  the price type.
- Price a single instance of price for a stock keeping unit (SKU). A SKU can have multiple prices based on different tiers (quantity) and schedules.
- Price Lists a container or wrapper entity to hold the prices of multiple stock keeping units (SKUs) available for sale to a consumer or buyer.
- Price Types or Facets refers to the mandatory and optional price types available for a stock keeping unit (SKU).
- Pricing Editor (or Admin) adds or updates pricing data for stock keeping
  units (SKUs) to an existing price list and submits the changes to a Pricing Admin for
  approval.
- **Pricing Admin** creates and edits price lists, approves and denies data submitted by **Pricing Editors**, and Manages currency and price types used by a **price list**.
- Product a good, service, or idea that has a combination of tangible and intangible attributes and can have multiple variants which are referred to as stock keeping units (SKUs). In Skava Commerce, the consumer or buyer evaluates a product (for example, a men's dress shoe available in black and brown and in sizes from 10 to 15), but actually purchases a SKU associated with the product (for example, a black colored version of the dress shoe in size 12) rather than the product itself.

- Project a container or wrapper entity to hold changes made to a price list. New and
  updated pricing should pass through the Project approval workflow process before it
  is reflected in the store's price list.
- Project Notes comments entered by project editor or approver to add context to project actions.
- Project Workflows make business processes more efficient by managing and tracking the human tasks involved with a process and then providing a record of that process when it completes.
- Quantity-Based/Tiered Pricing defines prices per unit within a range of quantities for a stock keeping unit (SKU). For example, a Pricing Admin could approve three tiers of pricing for a particular SKU based on the number of items purchased:
  - If a consumer buys 1 to 100 of the SKU, the Transaction Price per SKU will be \$100.
  - If a consumer buys 101 to 200 of the SKU, the Transaction Price per SKU will be \$80.
  - If a consumer buys 201 to 300 of the SKU, the Transaction Price per SKU will be \$60.

The **Pricing Admin** can add many prices with different tiers as well as many prices with different tiers for different schedules.

**Note**: The **Pricing Admin** will not be able to add prices with a maximum quantity less than its minimum quantity.

The Pricing Admin cannot create prices with overlapping tiers for the same SKU.

- Scheduled Pricing defines prices for a stock keeping unit (SKU) within a specified time range. For example, a Pricing Admin could schedule four prices for a particular SKU at specified dates and times:
  - If a consumer buys the SKU from Jan 1, 2019 12:00:00 to Dec 31, 2019 12:00:00, the Transaction Price will be \$100.
  - If a consumer buys the SKU from Jan 1, 2020 12:00:00 to Jan 31, 2020 12:00:00, the Transaction Price will be \$60.
  - If a consumer buys the SKU from Jan 1, 2019 12:00:00 to Aug 31, 2019 12:00:00, the Transaction Price will be \$80.
  - If a consumer buys the SKU from Jan 13, 2019 12:00:00 to Jan 31, 2019 12:00:00, the Transaction Price will be \$60.

Overlapping schedules are allowed. When multiple prices apply for a SKU due to overlapping schedules, the Price will be returned based on the schedule bucket that has recently started (in the above example, the Price for the SKU on Jan 15, 2019 at 12:00:00 would be \$60, not \$80).

Note: Scheduled pricing may include quantity-based/tiered pricing.

- SKU Kits a bundle that is specific to a SKU rather than a product which is available
  for purchase by a consumer or buyer.
- Stock Keeping Unit (SKU) a particular variant of a product which is available for purchase by a consumer or buyer.
- Store represents a specific physical location or online store of a business.

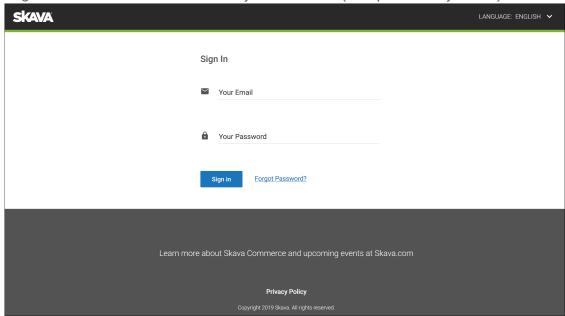
- Store Admin associates a pricelist for each currency supported by a store.
- **Storefront** a consumer-facing website that presents products, content, and promotions across multiple channels such as desktop, tablet, and mobile.
- Subscription Percentage a discount in a percentage that is offered if a consumer
  or buyer chooses to start a subscription of a particular stock keeping unit (SKU). This
  is an optional price for a SKU
- Transaction Price the price that a SKU will be sold for (excluding any price promotions that may apply). This is a mandatory price for SKUs
- Variable Price only a minimum and maximum price are defined for a stock keeping unit (SKU). In this scenario, a consumer or buyer selects the purchase price for the SKU within a pre-defined price range set by the Pricing Editor/Admin. For example, a consumer or buyer decides to purchase a gift card in the amount of \$93, which falls within the \$10 minimum and \$500 maximum range defined by the Pricing Editor/Admin.

# Accessing the Pricing Console

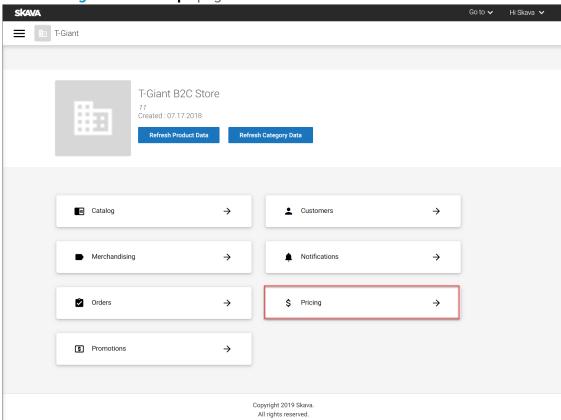
### Getting Started [#GetStart] | Pricing Page [#Pricing]

To access the Pricing console,

1. Log in to the **Foundation** service for your **business** (URL provided by Skava).

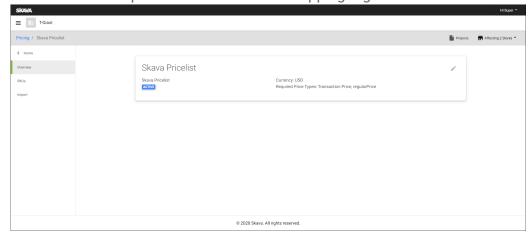


2. Click **Pricing** in the **StoreOps** page.

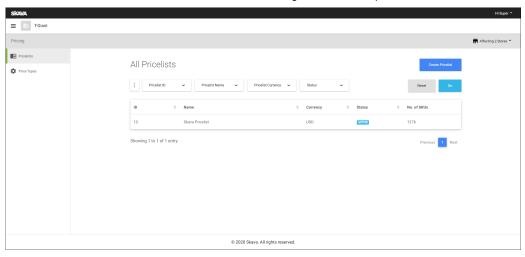


The landing page of the Pricing console can be any one of the following:

• The price list detail page appears if the Pricing collection has been associated with a price list for the default shipping region:



• The **All Pricelists** page appears if the Pricing collection has been associated with multiple shipping regions:



**Note:** To associate a pricing collection with a store, see <u>Associating a Collection</u> with <u>Microservice(s)</u>

# Pricing Page

Accessing the Pricing Console [#Access] | Revision History [#RevHis]

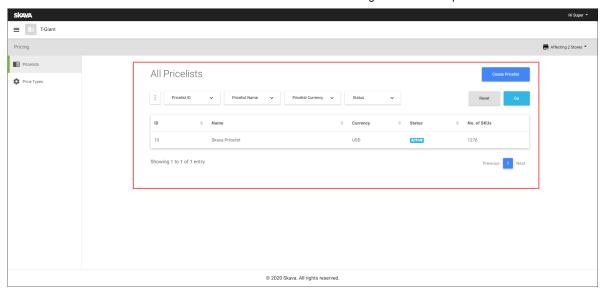
In the **Pricing** page, you can:

- manage price lists [#ManagePL]
- manage price types [#ManagePriceType]

# [] Managing Price Lists

In the All Pricelists page, you can:

- search for price list [#SearchPL]
- create a price list [#CreatePL]
- view and/or edit a price list [#EditPL]
- · sort the ID, Name, Currency, Status, or No. of SKUs by ascending/descending order



#### Note:

- Pagination option appears in all screens that contain the price list information.
- To navigate to the next page, click Next.
- By default, 10 rows per screen will be displayed.

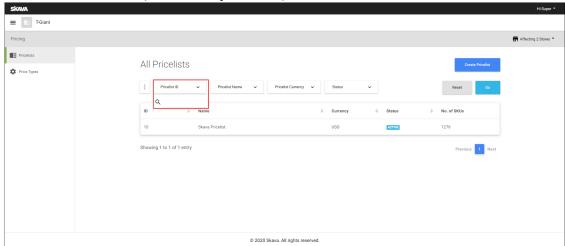
# **Configuring Search Parameters**

In the All Pricelists page, you can <u>search for the price list [#SearchPL]</u> and <u>modify the search fields [#ModifySearchField]</u> as needed.

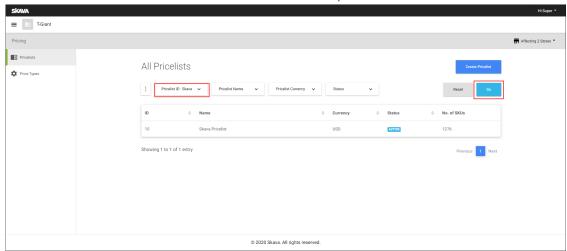
### Searching for Price list

To search for price list,

1. Click the **Pricelist ID**, **Pricelist Name**, **Pricelist Currency**, and/or **Status** drop-down list in the header to open an **entry field** to provide search criteria.



2. Enter the desired search criteria in the search field, and then click the Go button:

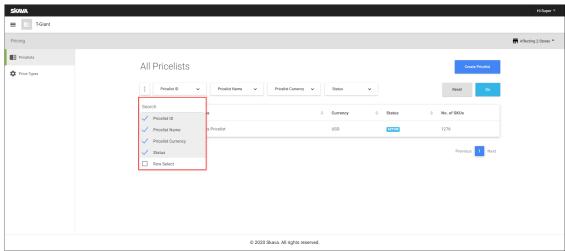


**Note:** To reset the search field in the header, click the **Reset** button. The price list(s) that matches the search criteria appears.

### Modifying the Searchable Fields

To modify the searchable fields,

- 1. Click available at the beginning of the search field.
- 2. Select or deselect the items to add or remove the searchable fields in the header:



Note: To reset the search field in the header, click the Reset button.

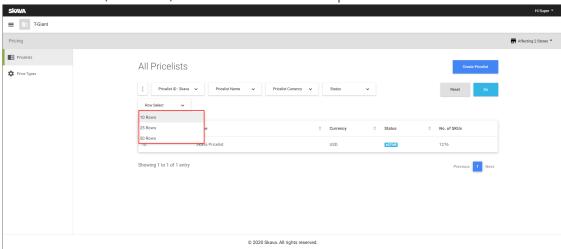
## [] Selecting Predefined Rows

By default, 10 customer accounts per screen will appear, but the number of customer accounts per screen can be modified as follows:

 Click available at the beginning of the search field, and then select Row Select from the Search list.

The **Row Select** appears as part of the search criteria.

2. Select 10 Rows, 25 Rows, or 50 Rows from the drop-down list.

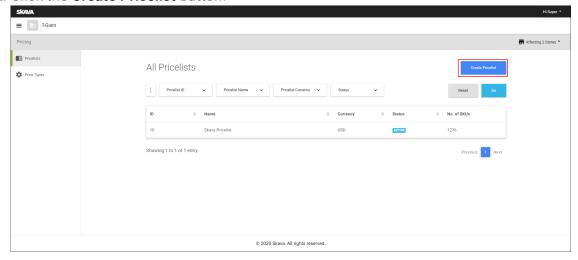


3. Click the **Go** button. The selected rows of customer accounts appear on the screen. **Note:** To reset the search field in the header, click the **Reset** button.

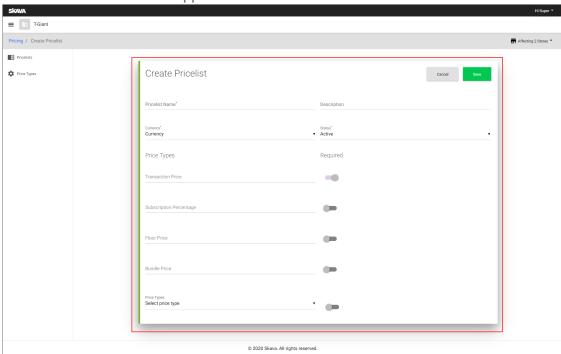
# [] Creating a Price list

To create a price list,

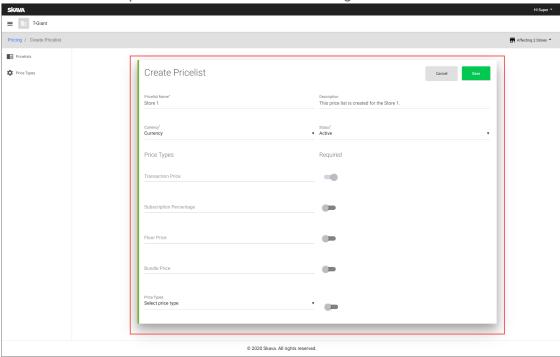
- 1. Navigate to the **All Pricelists** page.
- 2. Click the Create Pricelist button.



The Create Pricelist form appears:



3. Enter/select the required information in the following fields:



Field	Description
Pricelist Name	Indicates the name of the price list.
Description	Enter the description of the price list.
Currency	Select the appropriate currency for the price list from the drop-down option.  The currency can be configured via <u>collection property</u> [https://developer.skava.com/microservices/pricing/pricing-collection-properties/]. Currency cannot be altered after the price list is created.

#### Status

Select the appropriate status for the price list from the drop-down option. The possible statuses are:

- Active Indicates the active status of the price list. The active price list can be mapped with s SKU(s). The default status of the price list is Active.
- Inactive Indicates the inactive status of the price list. The active price list can not be mapped with s SKU(s).

### Price Types

The price type(s) can be made as mandatory or optional price type for the price list by enabling or disabling the toggle. Following are the price types:

- Transaction Price The transactional price is the actual price and subscription is the amount of percentage applied on the transactional price. This is a default price type.
- **Subscription Price** Indicates the subscription price of a SKU. This is a default price type.
- Floor Price The floor price is the least price of a SKU. The transactional price of the SKU should not go below this price if defined. This is a default price type.
- Bundle Price Indicates the bundle price of a SKU. This is a default price type.
- Price Type Indicates the available custom price types. To add the custom price type, see <u>Adding a Custom Price Type</u> [#AddPriceTypes].
- 4. Click the Save button.

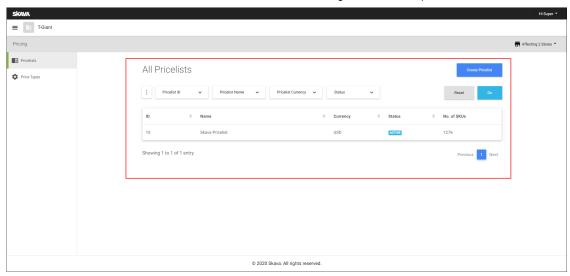
#### Note:

- To discard the changes, click the Cancel button.
- To add SKUs to the price list, see the SKUs tab.

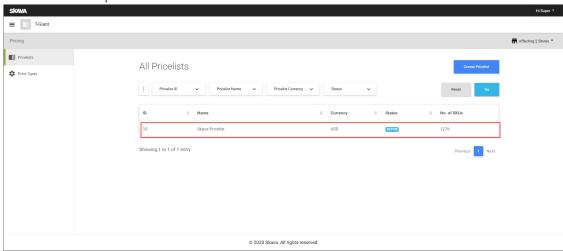
## Viewing and Editing a Price List

To view and/or edit a price list,

Navigate to the **All Pricelists** page.
 The list of price lists appears:



2. Click a desired price list row.

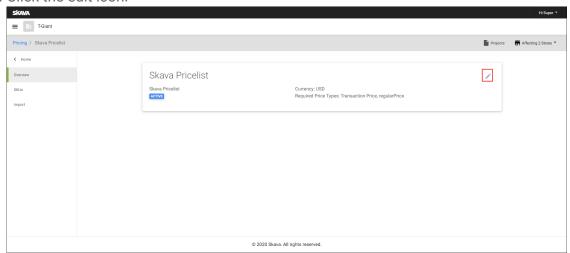


- 3. Update the necessary price list details in the following tabs:
  - 1. Overview [#Overview]
  - 2. SKUs [#SKUs]
  - 3. Import [#Import]

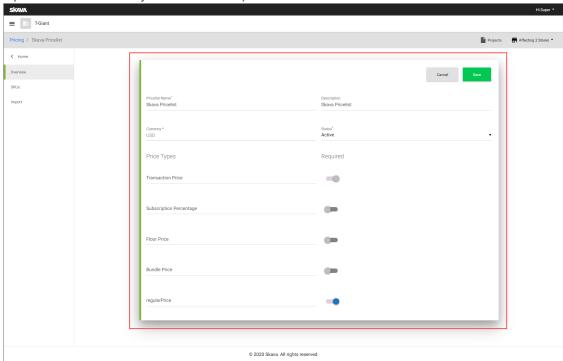
# [] Overview Tab

To edit an overview of the price list,

1. Click the edit icon.



2. Update the necessary details of the price list.



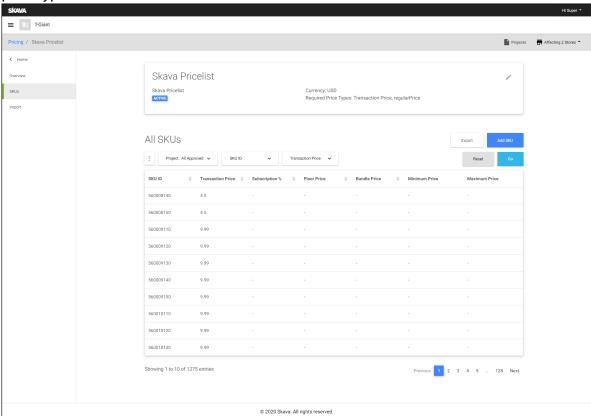
3. Click the Save button.

Note: To discard the changes, click the Cancel button.

## SKUs Tab

Pricing Editors and Pricing Admins can set up multiple pricing for a SKU, including the system-defined prices such as Transaction Price, Bundle Price, Floor Price, Subscription Price as well as optional user-defined prices such as Original Price and any other custom

price type that is desired.



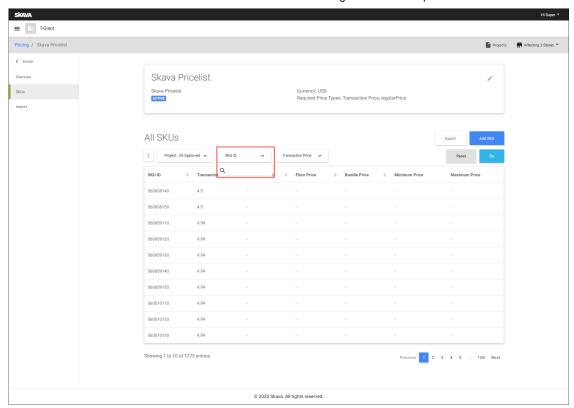
### In the SKUs tab, you can:

- search for SKU(s) [#SearchSKU]
- <u>export SKU(s) [#ExportSKU]</u>
- add SKU(s) to a price list [#AddSKU]
- edit a SKU [#EditSKU]

### [] Search for SKU(s)

To search for SKU(s),

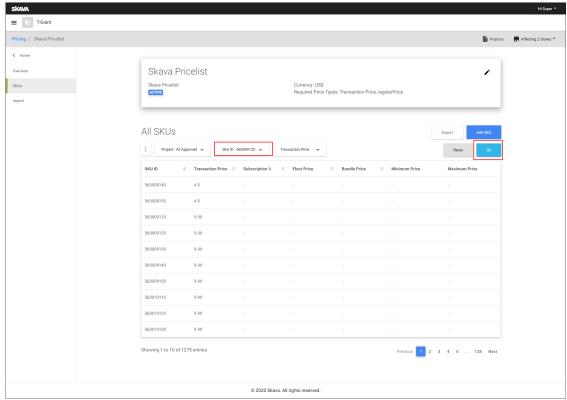
- 1. Click **SKUs** in the left navigation panel.
- 2. Click the **SKU ID** and/or **Transaction Price** drop-down option in the header to open an **entry field** to provide search criteria.



#### Note:

- For displaying a predefined number of orders per screen, see <u>Selecting</u>
   <u>Predefined Rows [#RowSelect]</u>.
- By default, all the approved SKUs of the price list are listed within the SKUs tab. If the project is selected, you can view the SKUs that are added via a project by selecting the particular project in the **Projects** drop-down option.



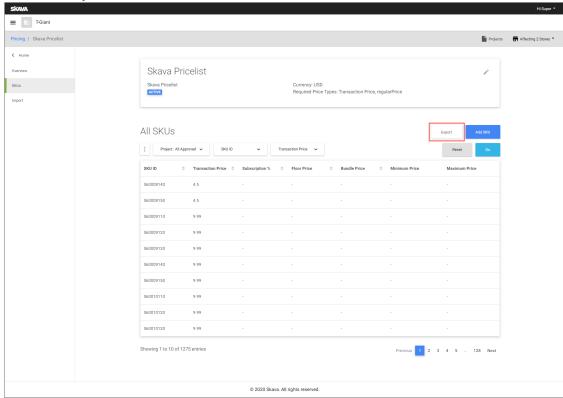


Note: To reset the search field in the header, click the Reset button.

### [] Export SKU(s)

To export SKU(s),

- 1. Click **SKUs** in the left navigation panel.
- 2. Click the **Export** button.



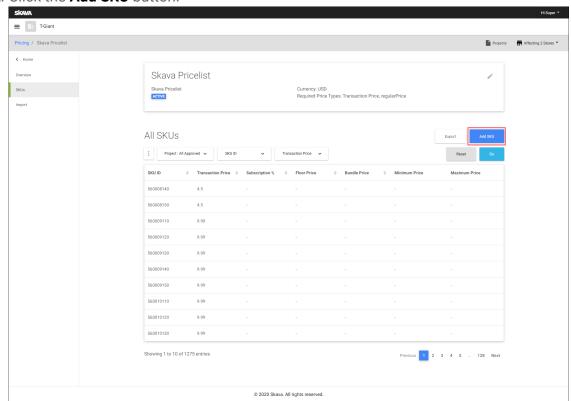
The SKUs details with their price are downloaded to your local system.

# [] Adding a SKU to Price List

To add a SKU to price list,

1. Click **SKUs** in the left navigation panel.

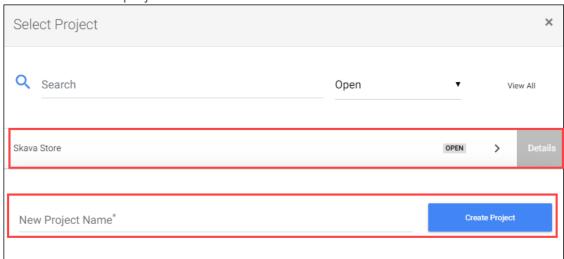
2. Click the Add SKU button.



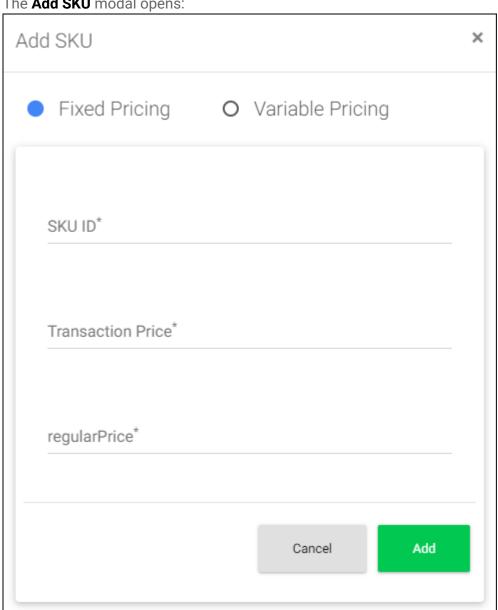
The **Select Project** pop-up opens:



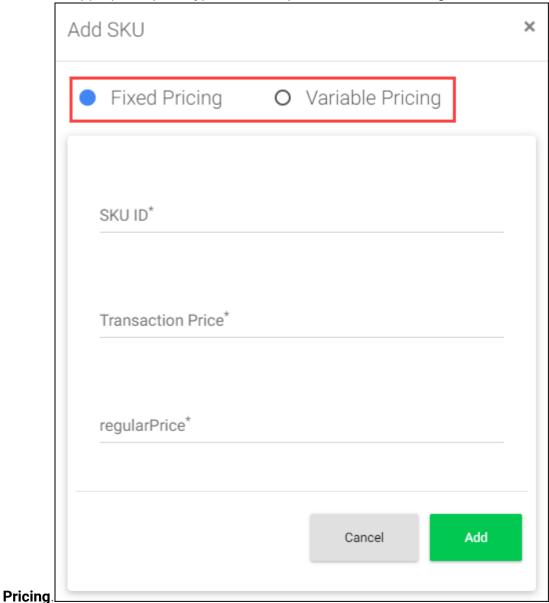
3. Select or create a project.



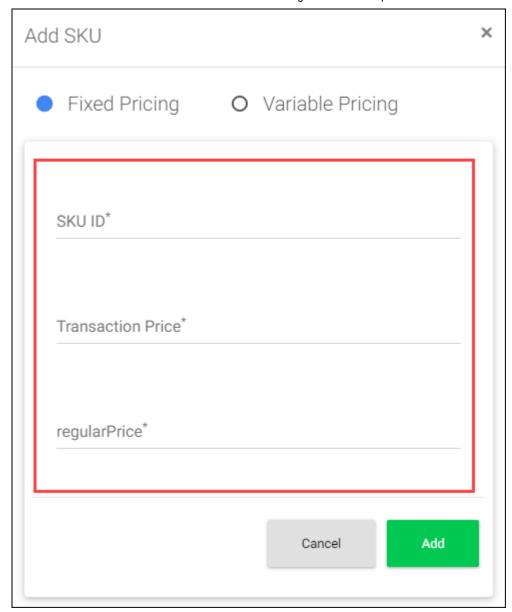
The Add SKU modal opens:



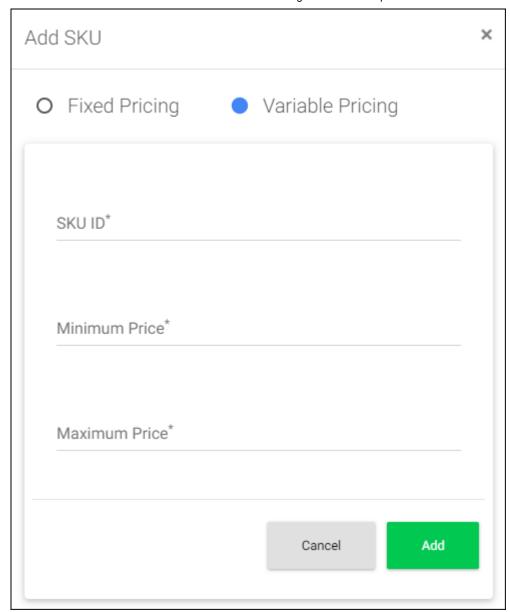
4. Select the appropriate price type. For example, select Fixed Pricing or Variable



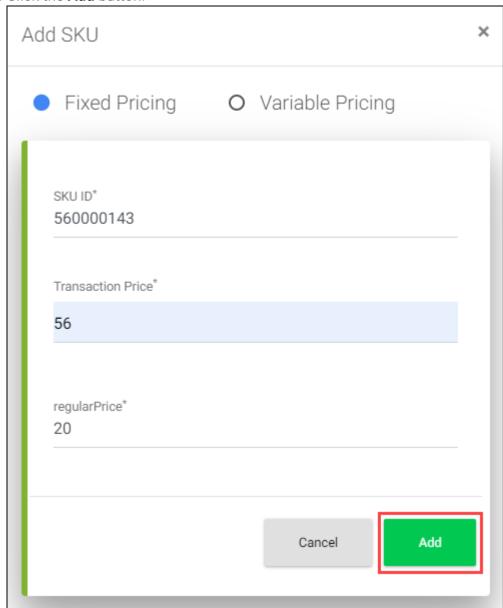
- 5. Perform one of the following details based on the selected price type:
  - 1. For fixed pricing, update the appropriate **SKU ID**, **Transaction Price**, and **regularPrice**.



2. For variable pricing, update the appropriate **SKU ID**, **Minimum Price**, and **Maximum Price**.



6. Click the **Add** button.



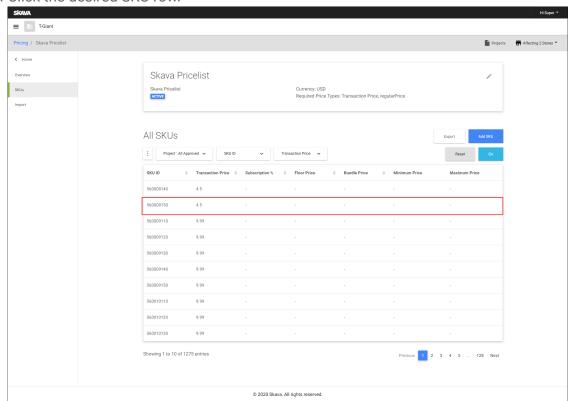
**Note:** To discard the changes, click the **Cancel** button.

# [] Editing a SKU

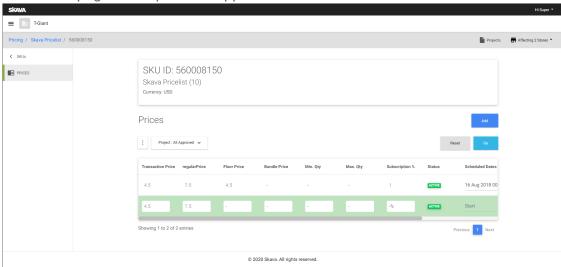
To edit a SKU of price list,

1. Click **SKUs** in the left navigation panel.

2. Click the desired SKU row.

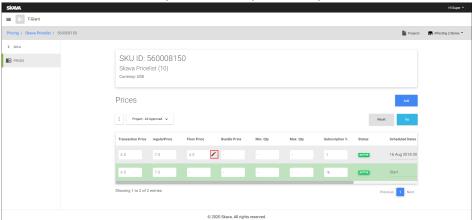


The Prices page of the price list appears:

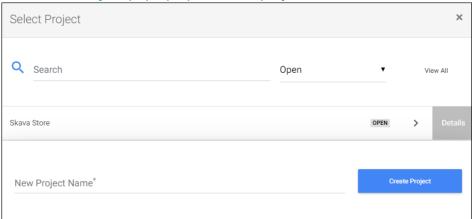


- 3. Update the prices of the SKU as follows:
  - Update the prices list of the SKU as follows:
    - Hover over the desired price list to edit a price detail.

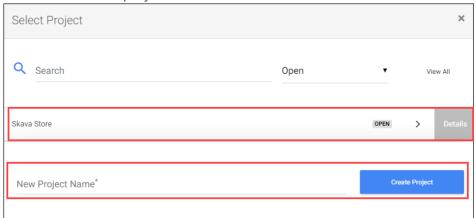
• Click the edit icon of the price list to update the price detail.



The **Select Project** pop-up opens if the project is not selected:

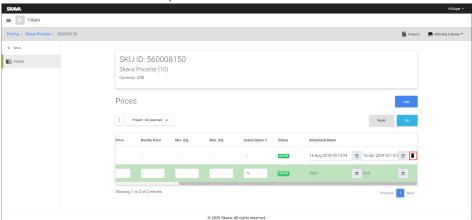


Select or create a project.

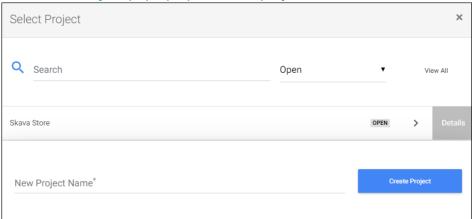


- Update the necessary price details.
  - **Note:** To make the price details updated, submit the project for approval. To submit the project for approval, see <u>Submitting a Project</u> [#ProjectSubmit].
- Delete a price list of the SKU as follows:

• Click the delete icon of a price list.



The **Select Project** pop-up opens if the project is not selected:



Select or create a project.



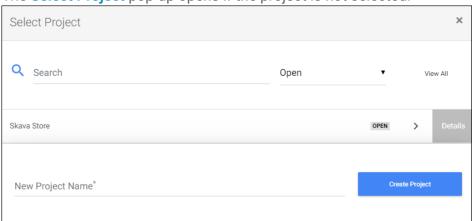
**Note:** To make the price detail deleted, submit the project for approval. To submit the project for approval, see <a href="Submitting a Project">Submitting a Project</a> <a href="#">[#ProjectSubmit]</a>.

• Add a price list to the SKU as follows:

Click the Add button.



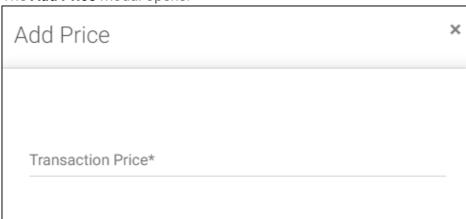
The **Select Project** pop-up opens if the project is not selected:

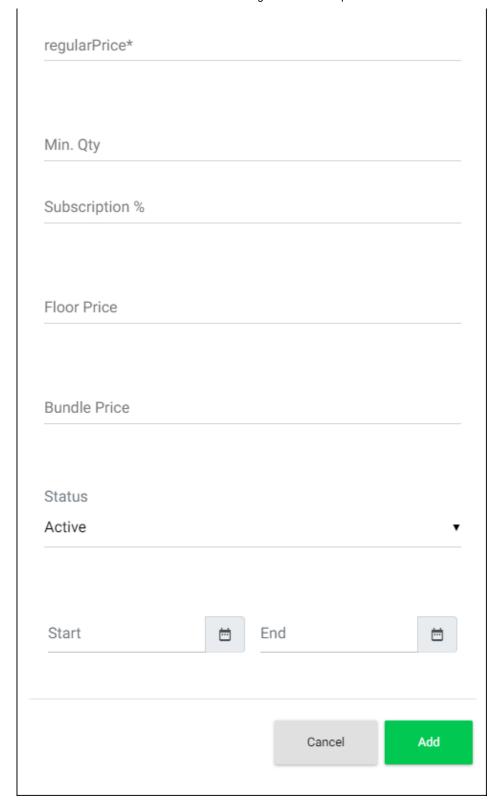


Select or create a project.



The **Add Price** modal opens:





• Update the necessary price details and click the **Add** button.

#### Note:

- To discard the changes, click the Cancel button.
- To make the added price approved, submit the project for approval. To submit the project for approval, see <u>Submitting a</u> <u>Project [#ProjectSubmit]</u>.

## [] Import Tab

As a Pricing Admin/Editor, you can:

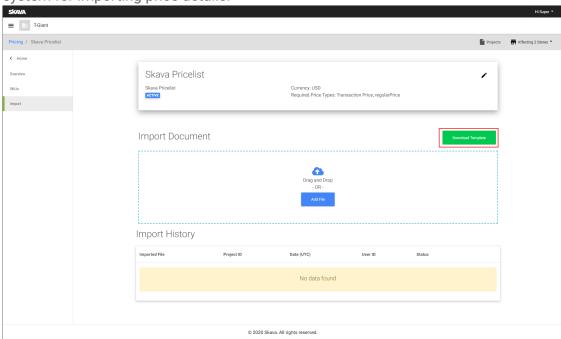
- <u>Download a sample template [#Download]</u> download and use this sample sheet (.xlsx) to update all the necessary price details.
- Import the Price Details [#ImportPriDet] upload the updated sample sheet (.xlsx) on to the Import section.

import price details by browsing or dragging and dropping the file via a project for a particular locale.

## Download a Template

To download a template,

- 1. Click the **Import** tab.
- 2. Click the **Download Template** button to download a sample Excel sheet to your local system for importing price details.

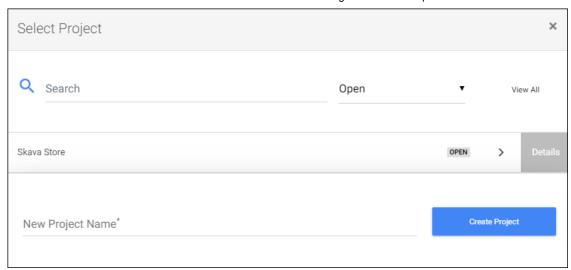


- 3. Enter the required information in the sample Excel sheet.
- 4. For importing price details, see import price details.

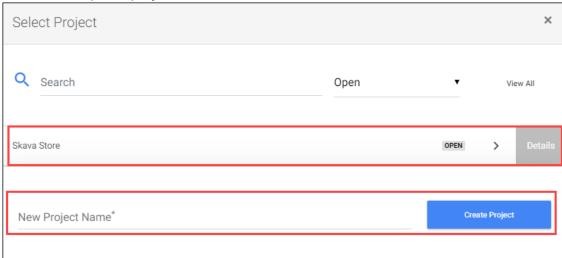
# [] Import Price Details

To import price details,

In the Pricing homepage, click **Import** in the left navigation panel.
 The **Select Project** pop-up opens.

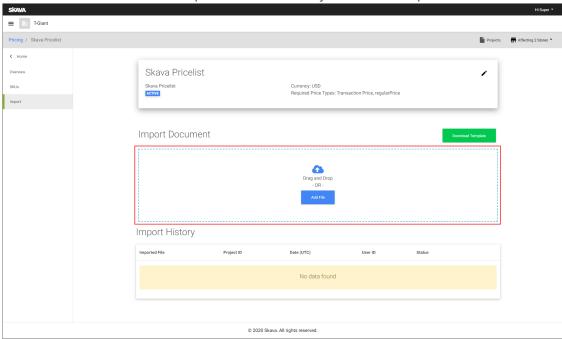


2. Select the required project:

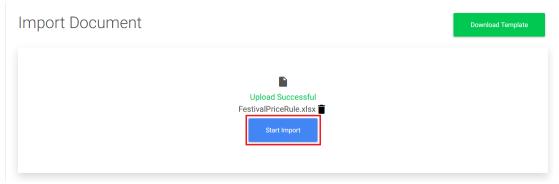


- 3. If required, download a template. To download a template, see download a template.
- 4. Select the appropriate locale from the locale drop-down option at the upper right of the screen.
- Drag and drop the updated excel sheet file (.xlsx) from your local computer on to the **Import Document** section.
   (OR)

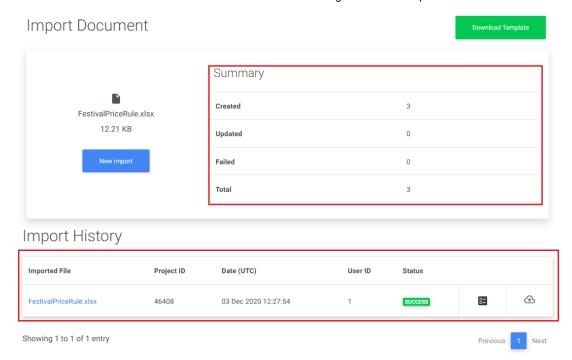
Click the Add File button to upload the file from your local computer.



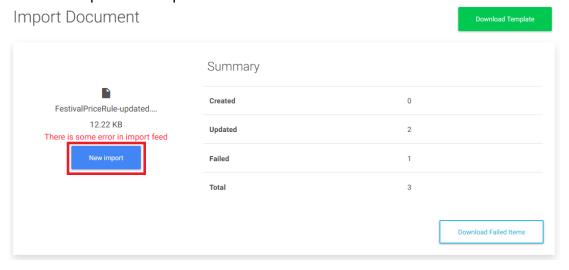
6. After a successful upload, click the **Start Import** button to import the price details. **Note:** To delete the uploaded file, click the **Delete** icon.



- 7. After a successful import, you can view:
  - the import summary [#ImportSummary]
  - history of import [#ImportHistory]

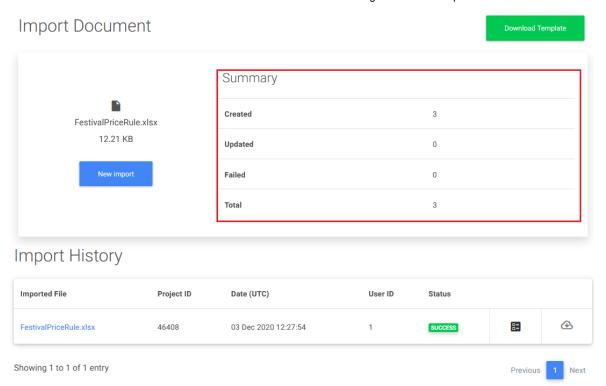


**Note:** If there is an error in the import feed, then you can click the **New Import** button to import a new updated sheet.

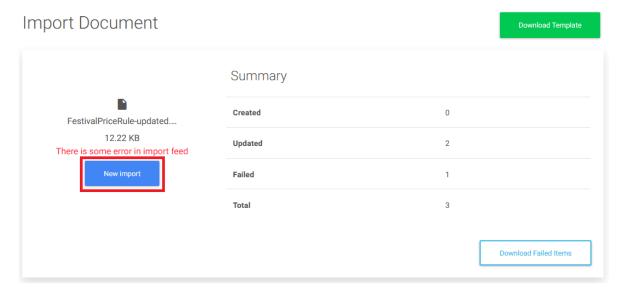


## [] Import Summary

Once the import is successful, you can view the import summary in the **Summary** section.



**Note:** If an import is failed, you can download and view the failed items with the reason for import failure by clicking the **Download Failed Items** button.



## [] Import History

In the **Import History** section, the import history is maintained for all import of price details under the **Import** tab.

The following table describes the column details of the **Import History** section:

Column	Description
Imported file	View the imported file and download it to your local computer by clicking the <b>Imported File</b> link.

Project ID	View a project ID, through which the import of price details is done.
Date (UTC)	Timestamp of import.
User ID	Identification of a logged-in user.
Status	Import status of price details. The possible statuses are, SUCCESS, PARTIAL, and FAILED.
<b>=</b>	View import summary of a particular imported price detail by clicking this icon.
<b>④</b>	Download and view the failed items with the reason for the failure of import.

# [] Managing Price Types

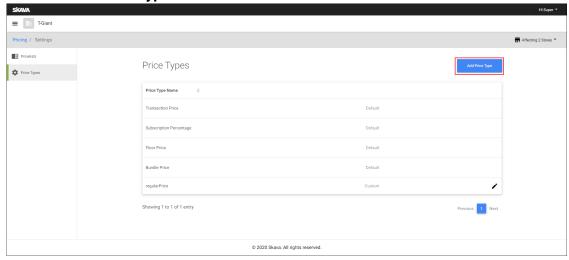
Store **Price Types** and **Currencies** are managed via settings of the Price Types. The price types are default price types and custom price types. The default price types can not be editable and the custom price types can be added and edited. In the **Price Types** landing page, you can:

- add a custom price types [#AddPriceTypes]
- edit a custom price types [#EditPriceType]

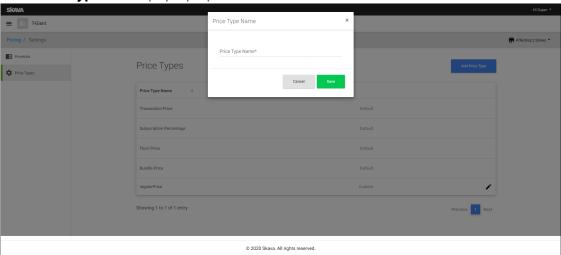
# [] Adding a Custom Price Type

To add a price type,

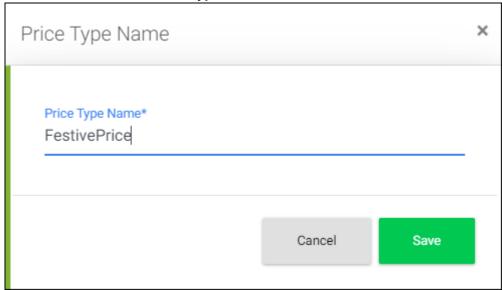
- 1. Click **Price Types** in the left navigation panel.
- 2. Click the Add Price Type button.



The **Price Type Name** pop-up opens:



3. Enter the name in the **Price Type Name** field.



4. Click the Save button.

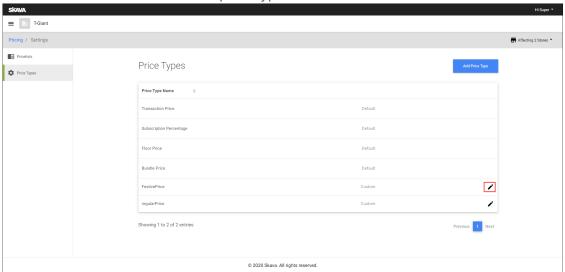
**Note:** To discard the changes, click the **Cancel** button.

# [] Editing a Custom Price Type

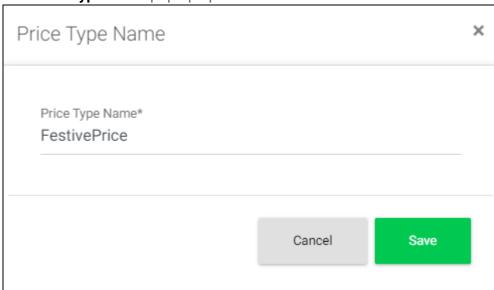
To edit a custom price type,

1. Click **Price Types** in the left navigation panel.

2. Click the edit icon of the desired price type.



The Price Type Name pop-up opens:

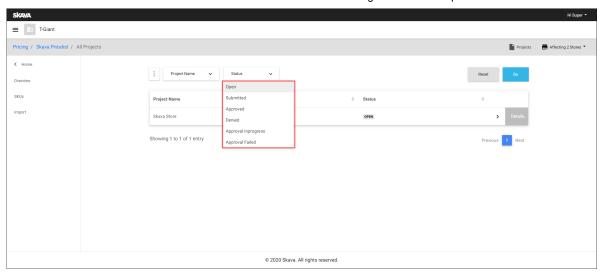


- 3. Update the name in the Price Type Name field.
- 4. Click the Save button.

**Note:** To discard the changes, click the **Cancel** button.

# **Project Workflow**

The project workflow is the process of managing price list details via the project. In the project workflow, you can create or select a project to add the addition/update of price list details to the project or initiate the addition/update of price list details, a project select pop-up opens to select or create a project to make part of the price list details in the project. The project workflow is managed via a feed process and controlled by various statuses.



### The possible project statuses are:

Status	Definition
Open	the default status upon project creation or if the project has been reopened by the Pricing Admin for correction. At this status, the details within the project can be edited.
Submitted	changes submitted to Pricing Admin for approval.
Approved	changes approved by Pricing Admin, the approved price list details are live.
Approval Inprogress	changes approved by Pricing Admin and the approval feed is in progress.
Approval Failed	changes approved by Pricing Admin and the approval feed is failed. <b>Note:</b> The <b>Approve</b> button will be available in the UI to approve the project again by the Pricing Admin to trigger a new approval feed.
Denied	changes rejected by Pricing Admin and the project cannot be opened or submitted further.

### In the project workflow, you can:

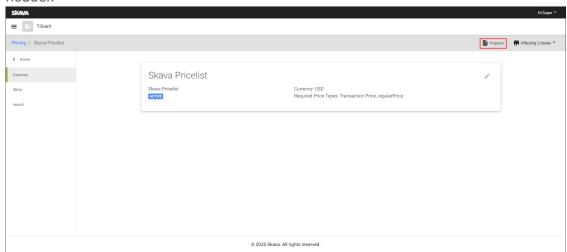
- create a project to wrap new and/or update of price list details [#CreateProject]
- view and/or edit project details and price list details [#EditProject]
- submit a project with price list details [#ProjectSubmit]
- approve, deny, or reopen the submitted project [#ApproveProject]

# [] Creating a Project

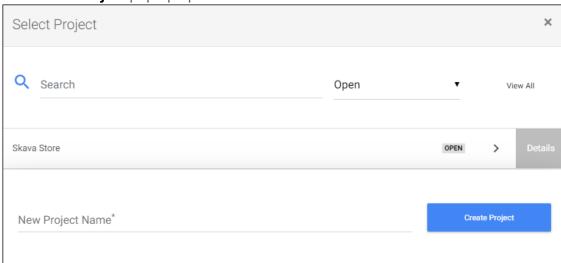
A project can be created to wrap new and/or update of price list details.

To create a project,

 Click the **Projects** at the top right-hand side of the browser window of the Pricing header.

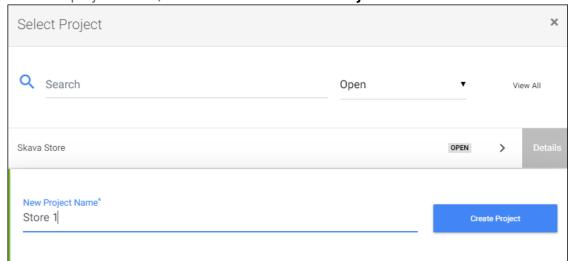


The Select Project pop-up opens:

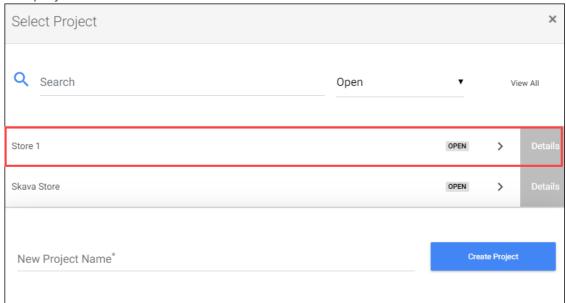


**Note:** Alternatively, the **Select Project** pop-up opens while adding or updating price list details.

2. Enter the project name, and then click the Create Project button.



3. The project is created with OPEN status:



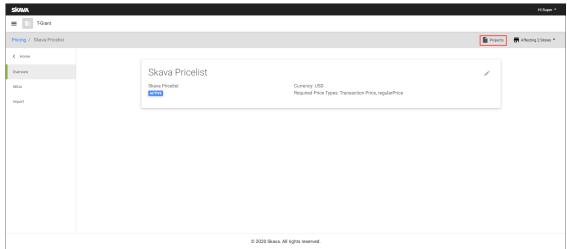
#### Note:

- The project name must be unique from all other existing project names regardless of the project status.
- To view and/or edit the project details, see Viewing and/or Editing Project Details.

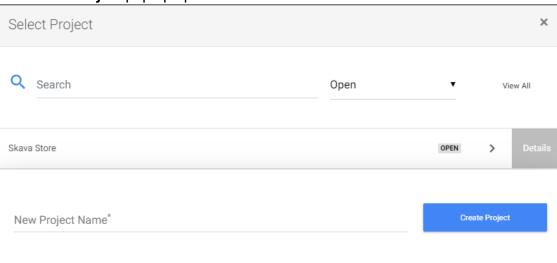
# [] Viewing, Editing Project Details

To view and/or edit project details,

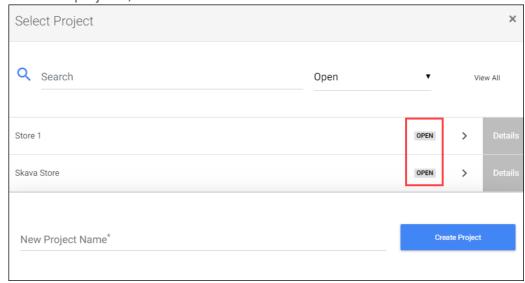
 Click the **Projects** at the top upper-right side of the browser window of the Pricing header.



The Select Project pop-up opens:

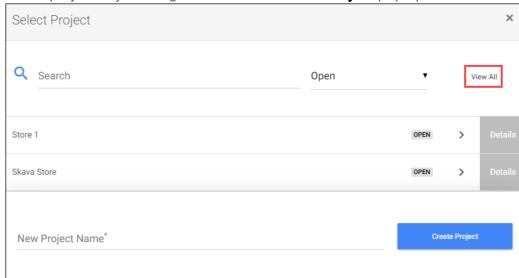


- 2. In the **Select Project** pop-up, you can view:
  - the list of projects, which are in the OPEN status.

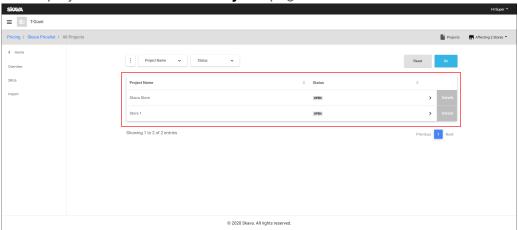


**Note:** By default, only the projects, which are in the OPEN status are listed in the **Select Project** pop-up.

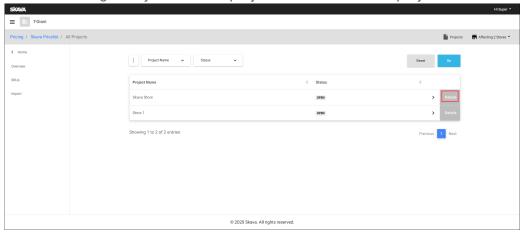
all the projects by clicking View All in the Select Project pop-up.



All the projects are listed in the **Projects** page:

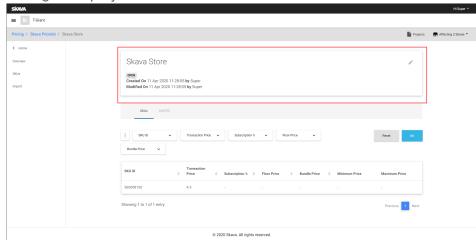


• Click **Details** against your desired project name to view the project details.

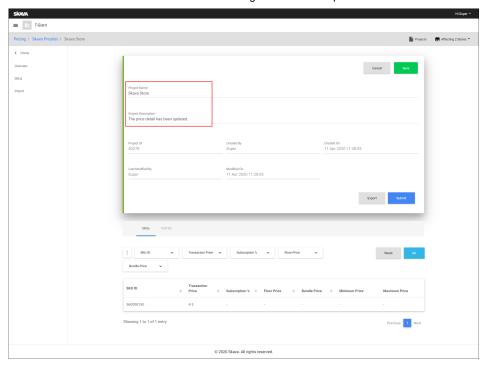


The project details page opens.

- In the project details page, you can:
  - view project details and price list details that are new or updated through this project.



• update only the project name and project description. To update the project name, click the edit icon, and then update the project name.

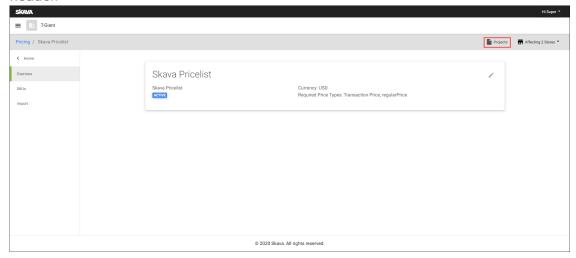


# [] Submitting a Project

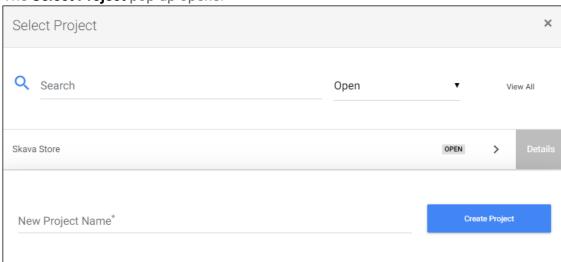
Once the new and/or update of price list details is completed, the project can be submitted for approval.

To submit a project,

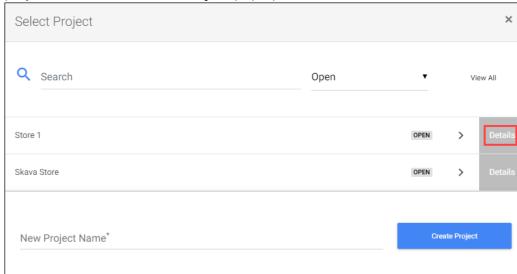
1. Click the **Projects** at the top upper-right side of the browser window of the Pricing header.



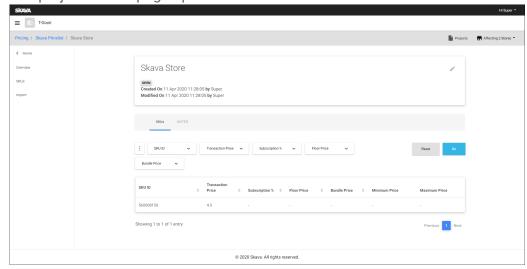
The **Select Project** pop-up opens:



- 2. View the project details by following any one of the methods:
  - Method 1: To see particular project details, click **Details** against your desired project name in the **Select Project** pop-up.

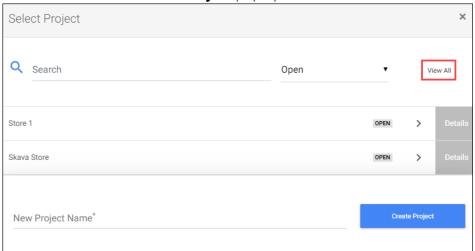


The project details page opens.

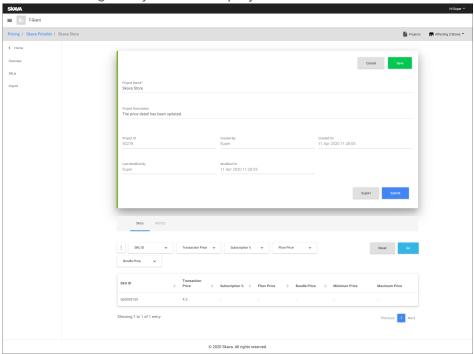


• Method 2: To view the list of project and view project details:

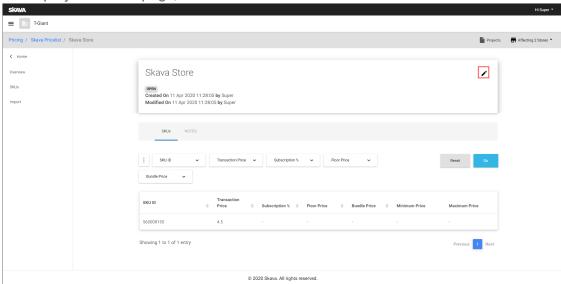
• Click View All in the Select Project pop-up.



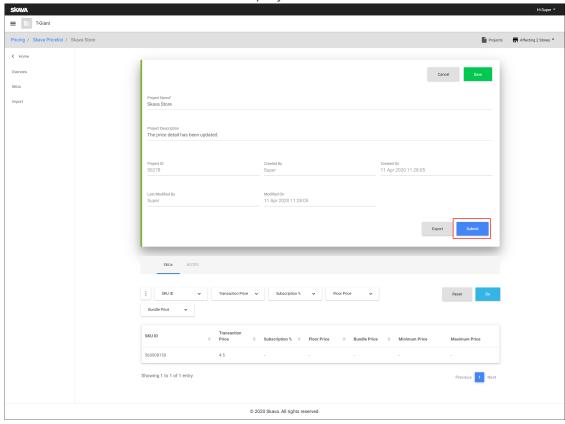
Click **Details** against your desired project name.



3. In the project details page, click the edit icon.



4. Click the **Submit** button to submit the project.



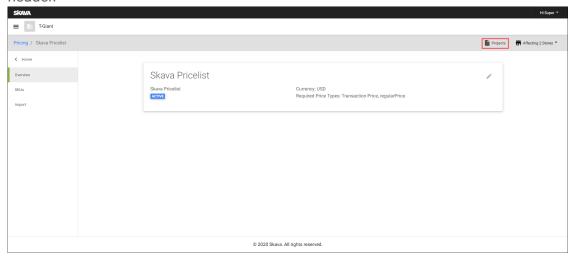
The project status is changed to SUBMITTED automatically.

# Approve, Deny, Reopen a Project by Pricing Admin

The project(s), which are in the submitted status can be reviewed and approved, rejected, or reopened only by Pricing Admin as part of the project workflow.

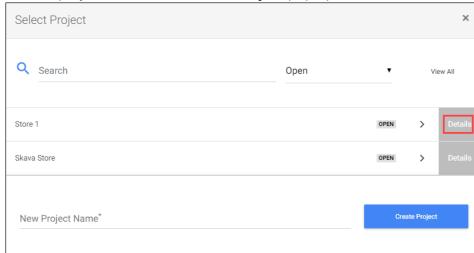
To approve, deny, or reopen a project,

 Log in to the Foundation server for your business (URL provided by Skava). To log in, see <u>Accessing the Pricing Console [#Access]</u>. 2. Click the **Projects** at the top upper-right side of the browser window of the Pricing header.

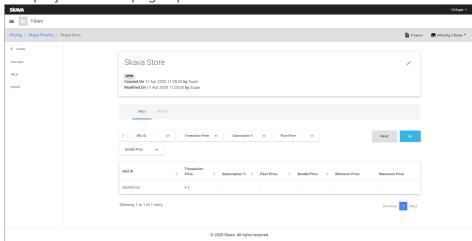


### The **Select Project** pop-up opens:

- 1. View the project details by following any one of the methods:
  - Method 1: To see particular project details, click **Details** against your desired project name in the **Select Project** pop-up.

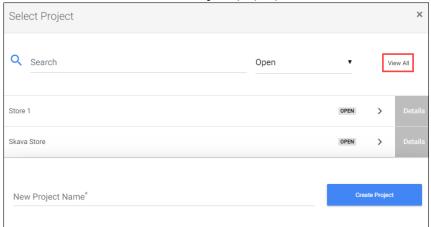


The project details page opens.

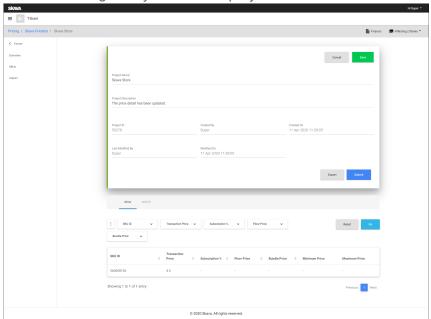


• Method 2: To view the list of project and view project details:

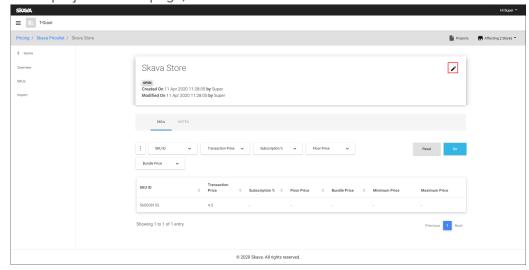
1. Click View All in the Select Project pop-up.



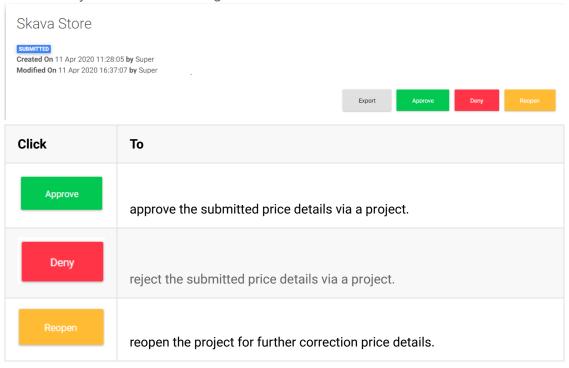
2. Click **Details** against your desired project name.



2. In the project details page, click the edit icon.



3. Perform any one of the following actions:



Note: Once the project is approved or denied, the project cannot be edited further.

### Pricing Page [#Pricing] | top [#top]

#### [ Revision History

2020-12-04 | AN - Updated the import images.

2020-10-19 | AN - Updated the section Accessing the Pricing Console.

2020-04-13 | AM – Revamped this document.

2020-03-28 | AM - Minor copyedit.

2019-09-23 | AN - Updated contents for September 2019 release.

2019-07-28 | PLK - Copyedits.

2019-07-22 | JP - Updated contents for July 2019 release.

2019-05-20 | JP - Minor copyedits.

2019-05-08 | AN - Inserted images and updated the content format.

2019-05-04 | PLK - Updated for April 2019 release.

2019-01-23 | PLK - Page added and content uploaded. TOC and links added.

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