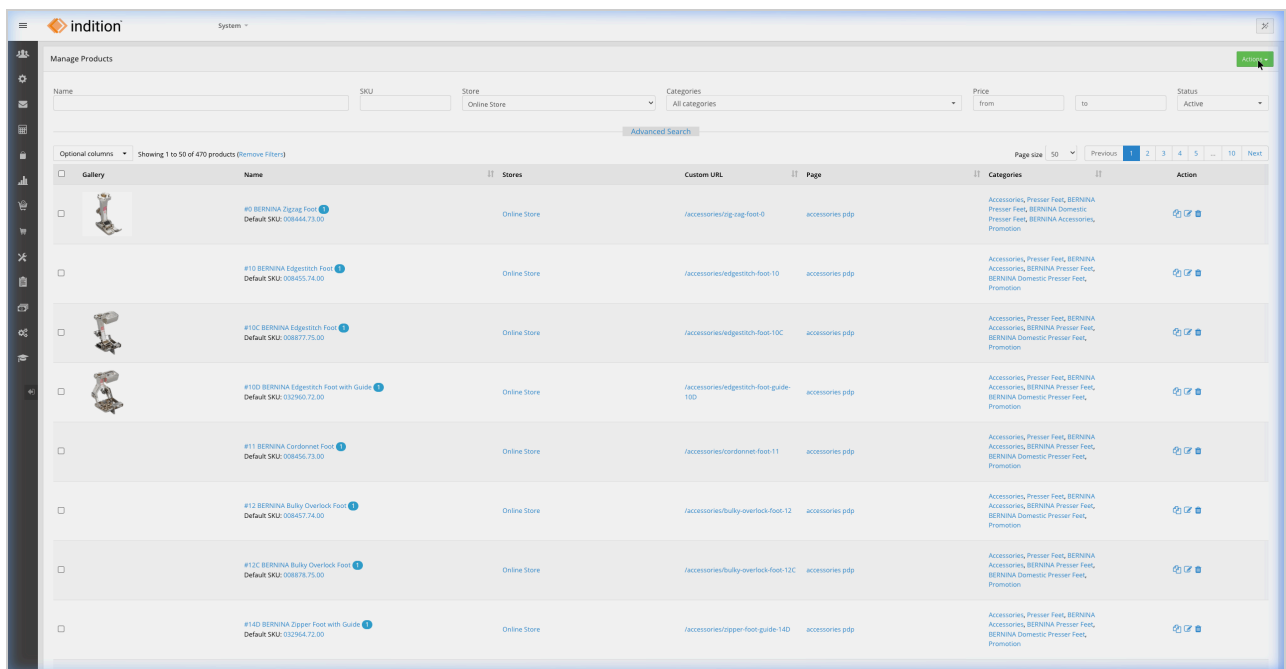


# How to Create and Edit Products in Indition Commerce

















This guide will walk you through the process of creating a new product, adding a sub-product (such as a SKU and Price), and editing existing products in the Indition Commerce BackOffice.

## Creating a New Product

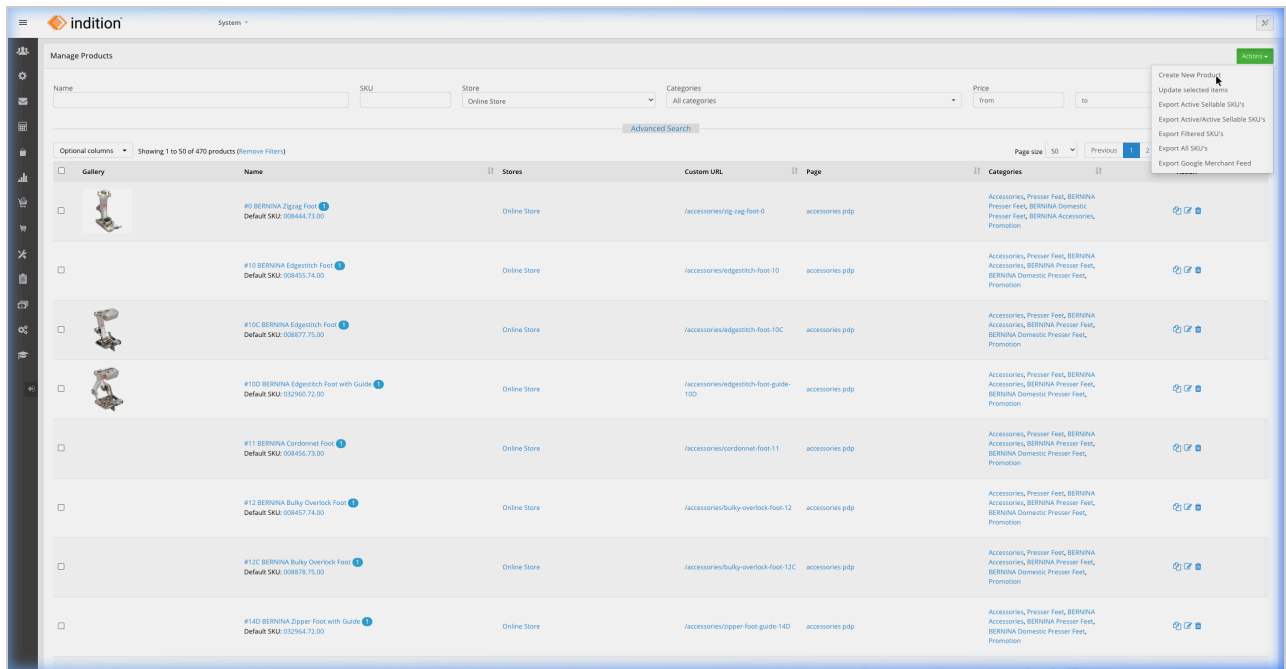
1. **Navigate to the Products Page:** Starting from the main product listing screen, locate the **Actions** menu in the top right corner.



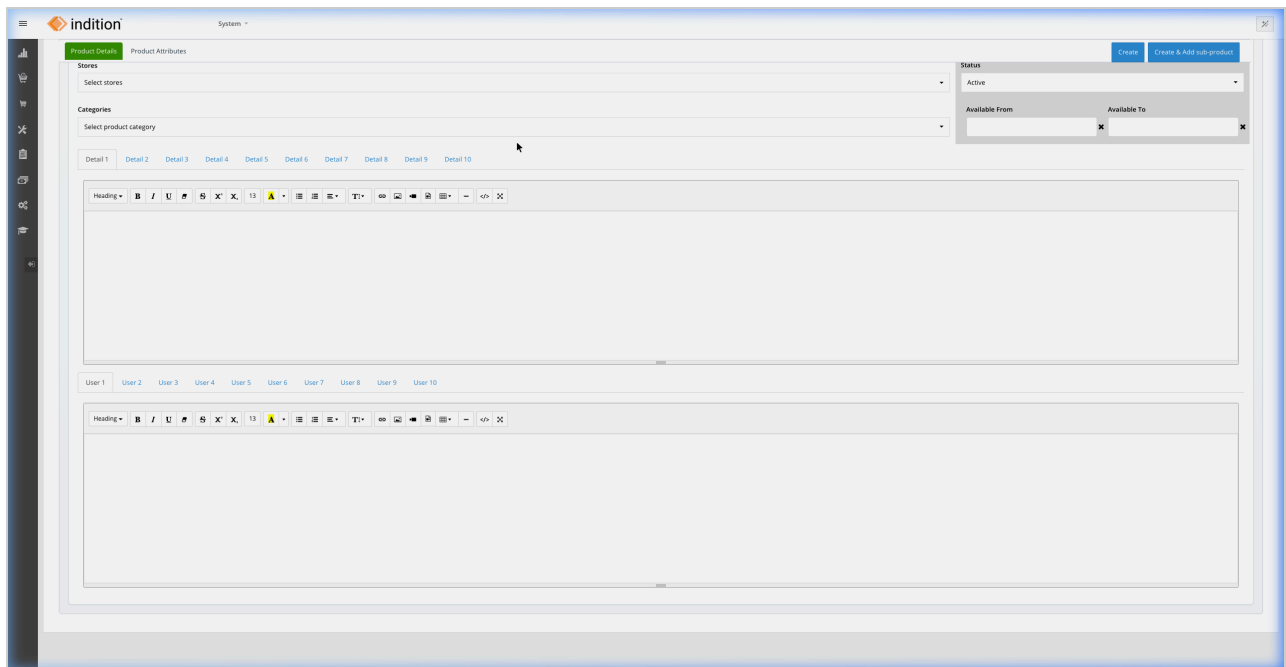
The screenshot displays the 'Manage Products' interface in the Indition Commerce BackOffice. The page title is 'indition system'. Below the title, there are search and filter options including Name, SKU, Store (set to 'Online Store'), Categories (set to 'All categories'), Price range, and Status (set to 'Active'). An 'Advanced Search' button is also present. The main content area shows a table of products with the following columns: Gallery, Name, Stores, Custom URL, Page, Categories, and Action. The table lists several products, including BERNINA Zigzag Foot, Edgetech Foot, Edgetech Foot with Guide, Carbonnet Foot, Bully Overlock Foot, and Zipper Foot with Guide. Each product row includes a gallery image, product name with ID and default SKU, store information, custom URL, page name, categories, and an action menu with icons for edit, delete, and other functions. The 'Actions' menu in the top right corner is highlighted with a red box.

Gallery	Name	Stores	Custom URL	Page	Categories	Action
	#0 BERNINA Zigzag Foot Default SKU: 008444.73.00	Online Store	accessories/zigzag-foot-0	accessories.pdp	Accessories, Presser Feet, BERNINA Presser Feet, BERNINA Domestic Presser Feet, BERNINA Accessories, Promotion	
	#10 BERNINA Edgetech Foot Default SKU: 008455.74.00	Online Store	accessories/edgetech-foot-10	accessories.pdp	Accessories, Presser Feet, BERNINA Accessories, BERNINA Presser Feet, BERNINA Domestic Presser Feet, Promotion	
	#10C BERNINA Edgetech Foot Default SKU: 008877.75.00	Online Store	accessories/edgetech-foot-10C	accessories.pdp	Accessories, Presser Feet, BERNINA Accessories, BERNINA Presser Feet, BERNINA Domestic Presser Feet, Promotion	
	#10D BERNINA Edgetech Foot with Guide Default SKU: 032960.72.00	Online Store	accessories/edgetech-foot-guide-10D	accessories.pdp	Accessories, Presser Feet, BERNINA Accessories, BERNINA Presser Feet, BERNINA Domestic Presser Feet, Promotion	
	#11 BERNINA Carbonnet Foot Default SKU: 008456.73.00	Online Store	accessories/carbonnet-foot-11	accessories.pdp	Accessories, Presser Feet, BERNINA Accessories, BERNINA Presser Feet, BERNINA Domestic Presser Feet, Promotion	
	#12 BERNINA Bully Overlock Foot Default SKU: 008457.74.00	Online Store	accessories/bully-overlock-foot-12	accessories.pdp	Accessories, Presser Feet, BERNINA Accessories, BERNINA Presser Feet, BERNINA Domestic Presser Feet, Promotion	
	#12C BERNINA Bully Overlock Foot Default SKU: 008878.75.00	Online Store	accessories/bully-overlock-foot-12C	accessories.pdp	Accessories, Presser Feet, BERNINA Accessories, BERNINA Presser Feet, BERNINA Domestic Presser Feet, Promotion	
	#14D BERNINA Zipper Foot with Guide Default SKU: 032964.72.00	Online Store	accessories/zipper-foot-guide-14D	accessories.pdp	Accessories, Presser Feet, BERNINA Accessories, BERNINA Presser Feet, BERNINA Domestic Presser Feet, Promotion	

## 2. Start Creation: Click on the **Create New Product** option from within the dropdown menu.

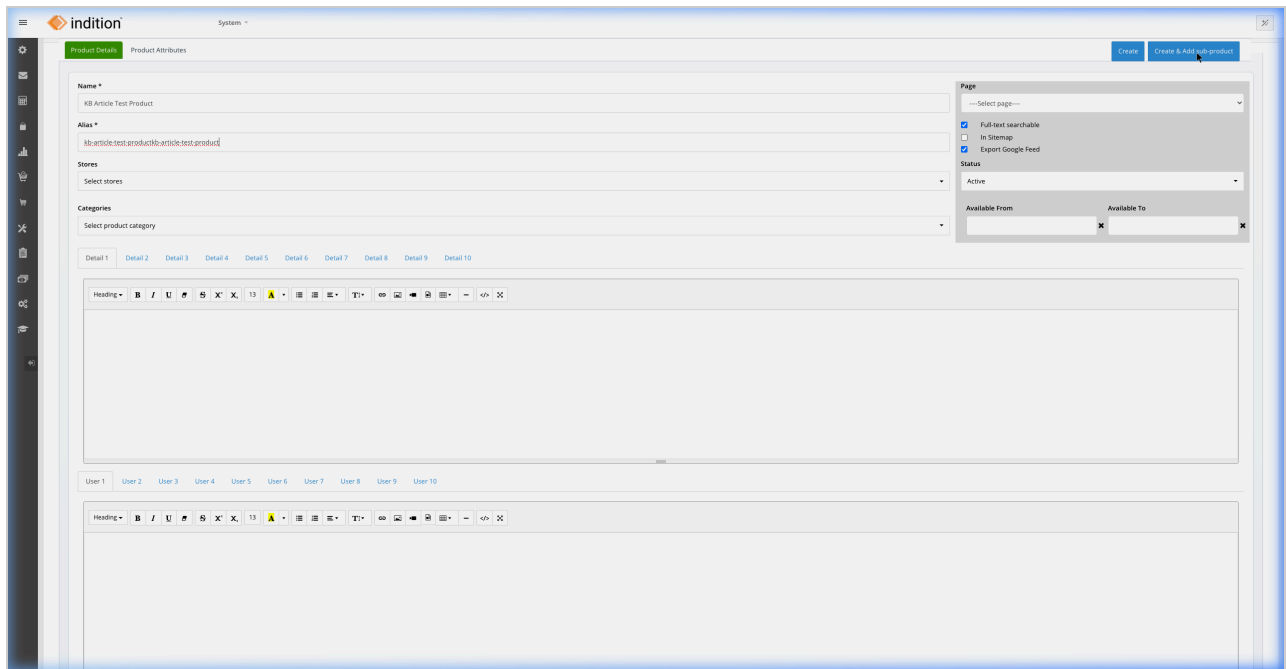


## 3. Fill Out Product Details: On the empty product form, fill out the necessary fields such as the product's **Name**, **Alias**, default layout, etc.



## 4. Proceed to Sub-Product: Once you have filled out the primary product details, click the **Create & Add sub-product** button near the top to save the main product profile and

proceed to adding variations, pricing, and SKUs.



## Adding a Sub-Product (Pricing & SKUs)

5. **Set the SKU:** Inside the sub-product form, locate the **SKU** field and enter your unique stock keeping unit identifier.

indition System

Products » KB Article Test Product » Add new sub-product

Details

Details Content

Item has been saved successfully.

Vendor \* Bernina USA

SKU \*

UPC

Item Number

Price level	Normal price	Sale price
MAP	0.00	0.00
MSRP	0.00	0.00
online-store	0.00	0.00

Taxable

Enable inventory tracking

Status Active

On Sale

Sku Quantity 1

Length  -- Select Unit --

Width  -- Select Unit --

Height  -- Select Unit --

Weight  -- Select Unit --

Delivery Settings

There are no stores assigned to this product. Assign a store to enable delivery methods.

Create Cancel

6. **Set the Price:** Enter the **Normal Price** for your standard online store catalog in the pricing fields.

The screenshot shows the 'indition' system interface for creating a new sub-product. The breadcrumb trail is 'Products > KB Article Test Product > Add new sub-product'. A green 'Details' tab is active. A blue notification bar at the top states 'Item has been saved successfully.' The form is divided into several sections:

- Vendor:** A dropdown menu showing 'Bernina USA'.
- SKU:** A text input field containing 'KB-TEST-SKU'.
- UPC:** An empty text input field.
- Item Number:** An empty text input field.
- Prices:** A table with three columns: 'Price level', 'Normal price', and 'Sale price'.

Price level	Normal price	Sale price
MAP	0.00	0.00
MSRP	0.00	0.00
online-store	0.00	0.00
- Taxable:** A toggle switch set to 'ON'.
- Enable inventory tracking:** A toggle switch set to 'OFF'.
- Status:** A dropdown menu set to 'Active'.
- On Sale:** A toggle switch set to 'OFF'.
- Dimensions:** Fields for 'Sku Quantity' (1), 'Length', 'Width', 'Height', and 'Weight', each with a corresponding unit selection dropdown.
- Delivery Settings:** A blue notification bar stating 'There are no stores assigned to this product. Assign a store to enable delivery methods.'

At the bottom of the form, there are two buttons: 'Create' (highlighted in blue) and 'Cancel'.

7. **Save the Sub-Product:** After ensuring the details are correct, click the **Create** button at the bottom of the form.

indition System

Products » KB Article Test Product » Add new sub-product

Details

Details Content

Item has been saved successfully.

Vendor \* Bernina USA

SKU \* KB-TEST-SKU

UPC

Item Number

Price level	Normal price	Sale price
MAP	0.00	0.00
MSRP	0.00	0.00
online-store	99.99	0.00

Taxable

Enable inventory tracking

Status Active

On Sale

Sku Quantity 1

Length  -- Select Unit --

Width  -- Select Unit --

Height  -- Select Unit --

Weight  -- Select Unit --

Delivery Settings

There are no stores assigned to this product. Assign a store to enable delivery methods.

Create Cancel

## Editing an Existing Product

8. **Access Product Forms:** From the product edit screen, you can manage all details. To update sub-products, click on the **Sub products** tab.

The screenshot displays the Indition Commerce product management interface. The top navigation bar includes the Indition logo, a 'System' dropdown, and an 'Actions' menu. The main header shows 'Products > Update KB Article Test Product'. Below this, a series of tabs are visible: 'Product Details', 'Price and Promo', 'Meta Data', 'Attributes', 'Sub-products', 'Gallery', 'Features', 'Related Products', 'History', and 'Scheduled Changes'. The 'Sub-products' tab is currently selected. The main content area is divided into several sections: 'Name \*' (KB Article Test Product), 'Alias \*' (kb-article-test-productkb-article-test-product), 'Stores' (Select stores), 'Categories' (Select product category), and 'Custom URL' (Active: 1, /kb-article-test-productkb-article-test-product). A 'Page' section on the right includes a dropdown for page selection, checkboxes for 'Full-text searchable', 'In Sitemap', and 'Export Google Feed', a 'Status' dropdown (Active), and 'Available From' and 'Available To' date pickers. Below these sections are two rich text editors, each with a toolbar and a list of users (User 1 through User 10) for collaboration. The interface is clean and modern, with a dark sidebar on the left containing various navigation icons.

9. **Edit Individual Details:** Under this tab, you will see a list of sub-products. Click the **Edit icon** (the pencil icon) on the right side of the specific row you wish to modify.

The screenshot displays the 'Sub-products' management interface in Indition Commerce. The interface includes a sidebar with navigation icons, a top navigation bar with tabs for 'Product Details', 'Price and Promo', 'Meta Data', 'Attributes', 'Sub-products', 'Gallery', 'Features', 'Related Products', 'History', and 'Scheduled Changes'. The 'Sub-products' tab is active, showing a table with columns for SKU, SKU Qty, Price, Sale Price, Ship Cost Type, Ship Cost, and Status. A single row is visible with the following data: SKU: KB-TEST-SKU, SKU Qty: 1, Price: 99.99, Sale Price: 0.00, Ship Cost Type: Fixed, Ship Cost: 0.00, and Status: Active. The interface also includes buttons for 'Import Excel', 'Preview', and 'Save', and a 'Total 1 result.' indicator.

SKU	SKU Qty	Price	Sale Price	Ship Cost Type	Ship Cost	Status
KB-TEST-SKU	1	99.99	0.00	Fixed	0.00	Active