



Documentation
“Standard templates Promidata”



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Why standard Promidata templates?

The Promidata standard templates are intended to streamline the delivery of the product information of the products to be printed including processing options and prices. With this format we can process the data supplied by you the fastest and most efficiently. We have created two standard templates: *the demoProductSheet_Promidata* and the *demoImprintSheet_Promidata*.

As the name might suggest, it is not the case that all our customers use these standard templates. Many of our customers often have their own standard within their company that we use. We then make customized converters to be able to import this data (XML, CSV, Excel) into the Promidata network. The requirement is that this "own" data structure remains exactly the same with future deliveries as with previous deliveries. We always prefer online deliveries so that we can update the Promidata network with your most recent product information without human intervention. If you do not have an "own" data structure or your "own" data structure is rejected by Promidata because of the absence of crucial data elements, then these Promidata standard templates are extremely suitable to use as a basis for the delivery of your product information. This manual is therefore intended to explain how the two templates are structured and connected to each other. It is also explained how the columns must be completed. With a successful delivery of both Promidata standard templates you will automatically receive the title "Golden Supplier".

As indicated, a "Golden Supplier" delivery consists of two separate templates, in short: the ProductSheet and the ImprintSheet. This document explains how both Sheets work and must be completed. If you are a supplier and you provide data in different languages, you can deliver it in a Product and imprints sheet (so do not deliver 2 separate sheets per language).

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demoProductSheet_Promidata

All products must be entered in the ProductSheet with the corresponding details about the product. This list contains all the information that is necessary to display a product in the right way in the webshop.

If you find that specific information is still missing, please contact us (with the + at the top of the screen you can see "hidden" columns). All columns from the ProductSheet are described below.

Pay attention! For both templates, no columns may be added or removed. Also the column names may not be changed.

Column: model = The values in this column ensure the grouping of the products. All products that belong to the same model must get the same model number here. An example: One model t-shirt is often available in different colors and sizes. Suppose; A certain model t-shirt is available in 8 colors and 8 sizes. A total of 64 different unique article numbers will then arise, see column B. All these 64 excel sheet rules will then have to be given exactly the same value in Column A; namely the same model number. In summary; Model + Color + Size must always provide 1 unique combination.

Column: articlenumber = Article number of the product. Each item must have a unique item number. Distributors can use this column to communicate "own" article numbers via their webshop.

Column: sku_supplier = the sku_supplier number is the article number of the supplier. You can also see that number as the order number at the supplier. If the list is filled in by the supplier himself, the value in this column is the same as the value in column B: articlenumber. If the list is filled in by a distributor, the distributor can enter his own article numbers in column B, but still retain the reference to the supplier's article number via the sku_supplier number (order number).

Column: article_name = Name of the article as it should be displayed in the webshop.

Column: article_description = Extensive article description as it should be displayed in the webshop.

Column: color = The color of the product. Only 1 color per excel line may be entered in this column. Example: If the article number 31224251 is a wine red ballpoint, you only enter the word wine red under the color column. So you may not list colors (eg light blue, wine red, grass green) to indicate in which colors this ballpoint pen is available. That's what the model number is for.

Column: search_color = You can leave this column empty, so you do not have to enter anything here. Promidata automatically classifies all supplied color variants in column F: color to a basic color. If you have entered wine red in column F, we will automatically enter the color name red in this column. This allows us to summarize all red-tinted products in the webshop under one red selection button.

Column: size = The size of the product must be entered here. This therefore concerns the dimensions of the relevant product model that can be selected by the user in the shop. For example, for t-shirts,

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size values such as "S", "L" or "XXL" are entered here. Always enter 1 value, never a list of which measurement values are possible. With USB sticks values can occur here such as "2 Gb" or "5 Gb", etc.

Column: length, width, height and diameter = Here you must enter the dimensions of the product. Also always indicate the unit, so for example "5.7 cm" or "34 mm"

Column: meta_keyword = The values entered here are important for search engines. Google will use these keywords to refer users to this article after a search. The keywords must be well specified.

Column: weight = The weight of the product must be entered here. Also always indicate the unit, so for example "2.3 Kg" or "340 grams"

Column: refining = This is the readable explanation of the editing options of this product. The user can find this information on the detail page under the heading "Product Details".

Column: brand = Brand of the product.

Column: main_category = Here you can enter your categories, then we will categorize the data. You can also enter the categories that we use and this will be imported directly into the category we use. When you enter our categories, make sure you always enter the English category names in the list so that it is correctly imported in all different languages.

Column: sub_category = Filling the sub category only applies if you only enter the main categories in the Main Category column, so you can choose to enter the entire path there, or to split it up. When importing, it will be merged into one category link.

Column: material = The material or materials that comprise the product.

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Column: image = If your images are online, you can enter the link to your image here. For example: <http://www.pfconcept.com/portal/prodimage/hires/3122425.jpg>. If you deliver the images offline, you only have to enter the name of the photo file here. Make sure all images are in a folder without subfolders. Of course the name must exactly match the file name of your supplied image. Also the Extension so if the image is shirt.jpg this has to be entered in the sheet, if it is shirt.JPG then you have to insert this in the sheet!

In addition, it is also important that if you supply data to us a second time and you would like to supply an amended image for a product in the sheet, you then change the image name and therefore the name in the sheet. If you leave the image name in the sheet the same and only supply a modified image, it will not be updated during processing, so pay attention to this!

Column: qty1 = qty1 stands for the first tier quantity that is linked to the starting price defined in column V: price1. Example; If you enter "10" in qty1 and enter "19, 95" in price1, this means that the price of this product is EUR 19.95 from 10 items.

Column: price1 = price1 is the price that belongs to column U: qty1.

Column: qty2 = qty2 is the second tier that is linked to the starting price defined in column X: price2.

Column: price2 = price2 is the price that belongs to column W: qty2.

Column: Qty 3 to 5 & price 3 to 5 = The same applies to these columns as explained at Qty1 & 2 and Price1 & 2.

Column: minimum_quantity = This is the column where the minimum purchase of a product must be entered. For example 10 (an integer). Less than 10 pieces cannot be ordered.

Column: maxcolors = This column specifies the maximum number of colors in which the product can be processed. This applies to all processing techniques listed in the print_option column.

Column: print_option = This is an important column because you indicate with which processing technique (s) this product can be edited. So here you enter an imprint code that refers to the printing technique that you have defined in the ImprintSheet. (see the explanation about the ImprintSheet later in this document). For clarification, the following illustration of the AF and AG columns:

maxcolors	print_option
5	SCREEN08, EMBROID02
5	SCREEN08, EMBROID02

Column: supplier = Company name of the supplier.

Column: store = The language of the data supplied.

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demolrprintSheet_Promidata

Below we explain the second template namely the demolrprintSheet_Promidata or in short the ImprintSheet. This template is used for defining the imprints and the editing costs (both the setup costs and the variable editing costs, whether or not via tiers). This ImprintSheet has a relationship with the ProductSheet via the 'print_option' column via 'print_option_group'. In contrast to the ProductSheet, you can use this one ImprintSheet for translations of 3 different languages (NL, DE and EN).

Column: supplier = Company name of the person who performs the imprint.

Column: print_option_group = This column is used to link the ProductSheet to the ImprintSheet. Here you enter the editing code as you used it in the ProductSheet.

Column: print_option = Via this column you can subdivide the editing code defined in the ProductSheet into a number of additional variants of this editing option. If you do not want to define additional variants of the editing option, just enter the same editing code as you entered in column B: Print_option_group.

Column: print_name_NL = Name of the print technique in Dutch.

Column: print_name_DE = Name of the printing technique in German.

Column: print_name_EN = Name of the print technique in English.

Column: max_of_colors = The maximum number of color edits that the edit can have.

Column: setup_costs = The setup costs associated with the Imprint.



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Column: qty1 = qty1 stands for the first tier quantity that is linked to the starting price defined in column J: qty1_price_first_color.

Column: qty1_price_first_color = Here is the price that must be paid for the first color of the chosen edit. This price belongs to column U: qty1.

Column: price_next_color = Here is the price that must be paid for each follow-on color within the chosen edit. This price also belongs to column U: qty1.

Explanation for calculation of processing costs: (open the demolprintSheet_Promidata.xls)

Suppose someone has opted for 75 products with imprint code SCREEN08 and wants a 3-color print on the product. With regard to the setup costs, he pays $3 * € 35 = € 105$

With regard to the variable processing costs, we then look at the yellow-colored scale.

We see that the first color in this scale costs € 1.09 and the cost for each follow-on color is € 0.35. Since he has chosen a 3-color print, he pays $2 * € 0.35 = € 0.70$ for the following colors. His total variable processing costs per product are then $€ 1.09 + € 0.70 = € 1.79$. So the total variable processing costs for this order is: $75 * € 1.79 = € 134.25$

Columns qty2 and further:

The same applies to these columns as with qty1, qty1_price_first_color and qty1_price_next_color.

Column: add_setup_costs = Here you could define additional costs associated with editing the product. For example, you can think of packing costs, or handling costs, or Extra costs for PMS colors, etc.

Column: add_setup_costs_description_NL = Description of the extra setup costs in Dutch for example: Extra costs PMS colors.

Column: add_setup_costs_description_DE = Description of the extra setup costs in German for example: Nebenkosten PMS-Farben.

Column: add_setup_costs_description_EN = Description of the extra setup costs in English for example: Extra cost PMS colors.