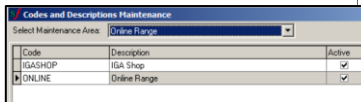


PRO-1k Page | 1 of 1

Category	Product
Course	Stock Records
Version	1.0
Client	Generic
Software	2.18.5

Hints and Tips

- ✓ Contact Surefire Support if you want to start selling online. There is an onboarding process to complete.
- ✓ The only attributes that get uploaded to the IGA ShopMyLocal website are:
 - EAN
 - Current Retail Price
 - Normal Retail Price
 - SOH
 - Promo Indicator, Start and End date
 - Stock Description.
- ✓ Any product can be included in IGAShop. Contact IGAShop about missing lines; they'll request more details so they can create the digital product.
- ✓ The **Online Range** Options are hardcoded. To hide/show an option, go to **Codes and Descriptions | Online Range**; toggle the **Active** check box.
 - **Online** option only applies to retailers who had set up online selling before the new specific integration options were added to Surefire.
- ✓ Scheduled tasks in Surefire must be setup/running for data to flow up to the IGAShop; Webservices.exe, and the StockLevelUpload.exe.
 - These tasks are usually configured by Support Desk, to run on a nominated frequency throughout the day i.e. every 20-60 minutes.



Maintain the Products in an Online Shop

You maintain the online status and online pricing of a product through Surefire.

Procedure to Maintain an Online IGAShop

1.	Load the product on the Stock screen.									
2.	<table border="1" style="width: 100%;"> <tr> <th style="width: 50%;">To:</th> <th style="width: 50%;">then:</th> </tr> <tr> <td>Change the price, add a promotion, or edit the Stock Description of the product</td> <td>Make the change as you normally would. <i>* Even though Stock Description is uploaded to the website, ShopMyLocal use their own description, which you maintain on their website.*</i></td> </tr> <tr> <td>Make a product available on the website</td> <td>Click the EAN tab. Select the EAN to sell online. In the Online Range section, select the IGAShop check box. <i>*If a product has multiple active EAN's you must set this flag for each EAN that will be sold online.*</i></td> </tr> <tr> <td>Remove a product from being available for sale on the website</td> <td>Click the EAN tab. Select the EAN. In the Online Range section, unselect the IGAShop check box. <i>*If a product has multiple active EAN's you must unselect this flag for each EAN.*</i></td> </tr> </table>	To:	then:	Change the price, add a promotion, or edit the Stock Description of the product	Make the change as you normally would. <i>* Even though Stock Description is uploaded to the website, ShopMyLocal use their own description, which you maintain on their website.*</i>	Make a product available on the website	Click the EAN tab. Select the EAN to sell online. In the Online Range section, select the IGAShop check box. <i>*If a product has multiple active EAN's you must set this flag for each EAN that will be sold online.*</i>	Remove a product from being available for sale on the website	Click the EAN tab. Select the EAN. In the Online Range section, unselect the IGAShop check box. <i>*If a product has multiple active EAN's you must unselect this flag for each EAN.*</i>	
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3.	<p>Click Save.</p> <p><i>*The next scheduled upload will update the website. If a digital version of the product exists in their database, you'll see newly added products in your online shop within 24 hours.*</i></p> <p><i>*It can take the IGAShop website 15 minutes (from upload time) to display the edits you made.*</i></p>									

