Importing Products to a Promotion

Overview

Free Product promotions can be configured in a few different ways, one of them being the requirement to purchase from a pool of eligible products in order to receive the free item. If your eligible product pool contains scores of product codes, you may wish to import them from a spreadsheet when creating your promo code in the CMS.

Unknown macro: 'multiexcerpt'

This guide assumes you have already saved your list of eligible products in a .csv file. Products can be specified by **Product Code**, **Category**, or **Stock Group** (or a combination of all 3!).

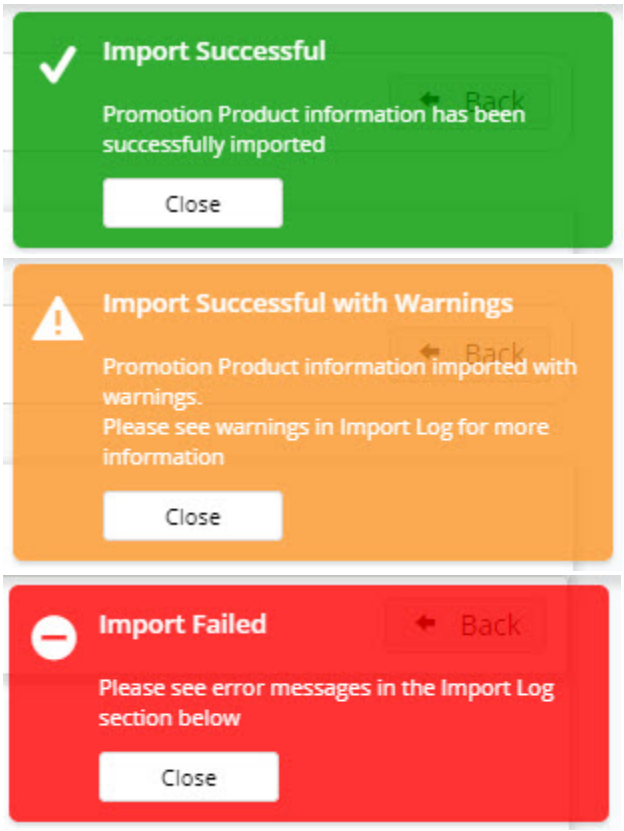
	A	B
1	**Type**	**Code**
2	Category	SX0201
3	Product	CV100
4	Stock Group	ZDEL
5	Category	SX0101
6	Product	CV200
7	Product	CV300
8	Product	CV301
9	Product	CV400

Step-by-step guide

Follow the Free Product Promo guide to create your promotion code. When you get to the step where you specify the **Eligible Products**, it's time to take advantage of the import feature.

1. *Click '**Import Eligible Products**'*

2. *Use the dropdown to select the **import type** you'd like to use:*
   - ***Append** - add products on the sheet to any existing products in the promo, or*
   - ***Overwrite** - replace any existing products with the ones on the sheet.*
3. *Click '**Select Files**' to browse to your saved .csv file. The import will begin immediately on selection of your file.*
4. *The notification at the top right will let you know whether the import was successful or not.*



5. *If there are errors, the **Import Log** will detail which lines have failed and why.*
6. *When you're happy with the import, click '**Back**' to return to the Promo Code edit page.*
7. *Finish configuring your promotion (i.e. enter the code for the free product, the quantity to be given and so forth) and click '**Save**' when complete.*

And that's it! Your promotion is all ready to go.

Nice work, you.

Additional Information

Unknown macro: 'multiexcerpt' Unknown macro: 'multiexcerpt'

Minimum Version Requirements	Unknown macro: 'multiexcerpt'
Prerequisites	Unknown macro: 'multiexcerpt'
Self Configurable	Unknown macro: 'multiexcerpt'
Business Function	Unknown macro: 'multiexcerpt'

BPD Only?	Unknown macro: 'multiexcerpt'
B2B/B2C/Both	Unknown macro: 'multiexcerpt'
Third Party Costs	Unknown macro: 'multiexcerpt'

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