

View Catalogues Introduction

Fri, Jan 19, 2024 View Catalogues

The List Catalogues page displays all the Catalogues that have been created for the logged in Supplier. To view the details of a Catalogue, click a Catalogue from the list. This will display all items in the Catalogue along with a number of actions that can be performed against the Catalogue. By default, the Catalogue list hides all Discontinued items. These can be shown by clicking the "Show Discontinued Items" button. To hide them again, click "Hide Discontinued Items".

Actions	«	Catalogues Refresh										
List Catalogues												
		<table><tr><th>Name</th><th>Supplier</th><th>Created Date</th><th>Created By</th></tr><tr><td>Demo Catalogue</td><td>Ostara Contractor Ltd</td><td>18/03/2022 15:06:53</td><td>Birmingham Helpdesk</td></tr></table>	Name	Supplier	Created Date	Created By	Demo Catalogue	Ostara Contractor Ltd	18/03/2022 15:06:53	Birmingham Helpdesk		
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Demo Catalogue	Ostara Contractor Ltd	18/03/2022 15:06:53	Birmingham Helpdesk									


Clicking an item will display the details of that item in a separate page where the details can be adjusted if need be. The User can then choose to edit any details of the item if they happen to be wrong or add a new version of that item and specify when it is available from.

Catalogues > Catalogue >

Actions << View Catalogue | Refresh

Catalogue Name Demo Catalogue

Catalogue Items

	Code	Equipment Type	Name	Manufacturer	Category	UOP	Min Qty	Is Hazardous	Unit Price per UOP	Tax Code	Delivery Inclusive	Discontinued
	IT001	Shop Floor Equipment	Shop Floor Item 1	Unknown	Shop Floor Items	Each	1	No	£50.00	Standard	No	No
	IT002	Shop Floor Equipment	Shop Floor Item 2	Unknown	Shop Floor Items	Each	1	No	£20.00	Standard	No	No
	IT003	Shop Floor Equipment	Shop Floor Item 3	Unknown	Shop Floor Items	Each	1	No	£30.00	Standard	No	No
	IT004	Shop Floor Equipment	Shop Floor Item 4	Unknown	Shop Floor Items	Each	1	No	£45.00	Standard	No	No
	IT005	Shop Floor Equipment	Shop Floor Item 5	Unknown	Shop Floor Items	Each	1	No	£80.00	Standard	No	No
	IT006	Shop Floor Equipment	Shop Floor Item 6	Unknown	Shop Floor Items	Each	1	No	£70.00	Standard	No	No

Note: Hovering over the Name in the Item List, the Description of the item will be displayed.

Catalogues > Catalogue > Catalogue Item >

Actions

Edit Existing Item Information

Add Item Information Effective From Specific Date

Catalogue Item

Refresh

Code

IT001

Equipment Type

Shop Floor Equipment

Manufacturer

Unknown

Category

Shop Floor Items

Name

Shop Floor Item 1

Description

Description of Shop Floor Item 1

UOP

Each

Min Order Qty

1

Is Hazardous?

No

Price per UOP

50.00

Tax Code

Standard

Delivery Inclusive?

No

Discontinued?

No

Image

Catalogue Item Versions

	Start Date	End Date	Code	Equipment Type	Name	Manufacturer	Category	UOP	Min Qty	Is Hazardous	Unit Price per UOP	Tax Code	Delivery Inclusive	Discontinued
<div><div></div><div></div></div>	18/03/2022		IT001	Shop Floor Equipment	Shop Floor Item 1	Unknown	Shop Floor Items	Each	1	No	50.00	Standard	No	No

