

CPC: Counterpoint Product Information Checklist

This article covers what information you'll need to set on your products in Counterpoint that will be visible to customers in your Magento webstore.

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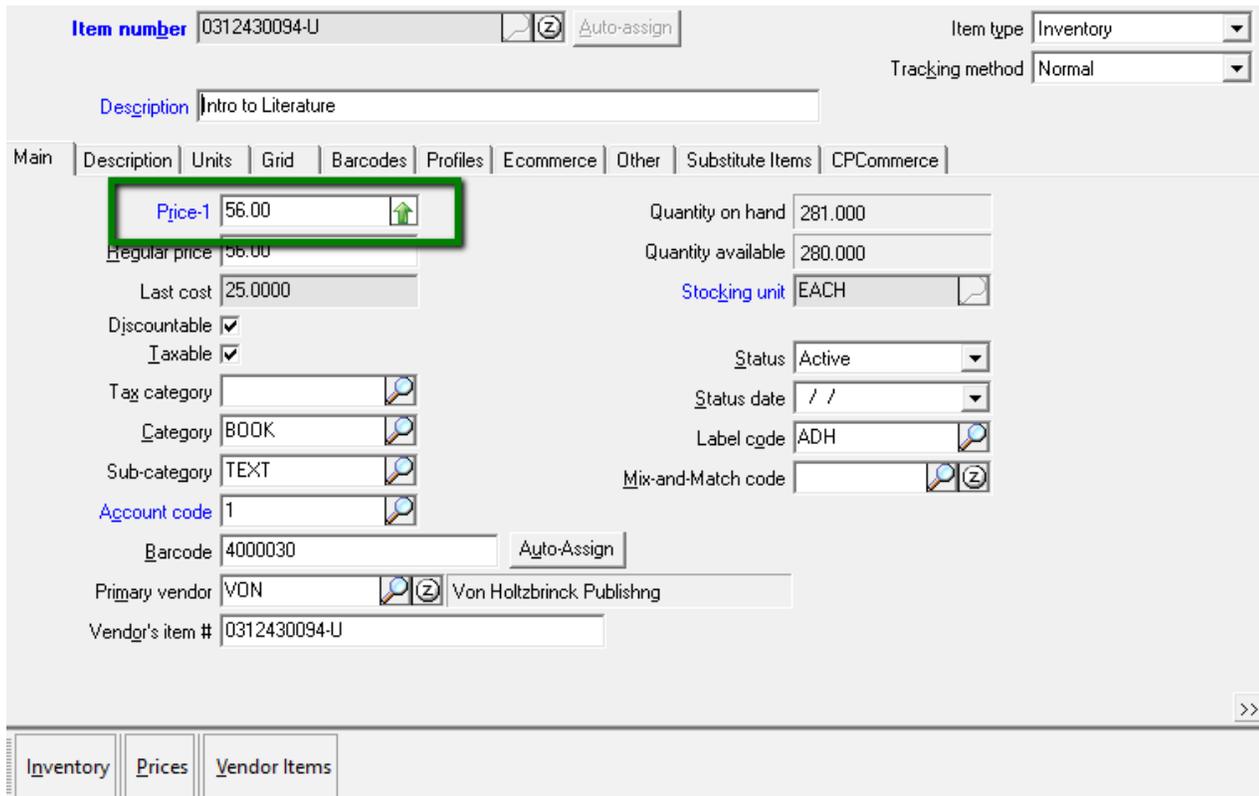
Top Section



- Item number - Depending on your stores theme, this may be shown in the customer view.
- Description - This will be used as the name of your product in the webstore.

Tabs

Main



"Price-1" is the default price used by the store.

- This can be adjusted at Setup > Ecommerce > Control > Prices > List Price

Grid

This tab is only applicable for gridded items, and will show what items are related.

Ecommerce

Item number: 0312430094-U Auto-assign Item type: Inventory Tracking method: Normal

Description: Intro to Literature

Main | Description | Units | Grid | Barcodes | Profiles | **Ecommerce** | Other | Substitute Items | CPCCommerce

Ecommerce item

URL: _____

Image file: _____ (Default image file: 0312430094-U.jpg)

New: Until: / /

On special: No Until: / /

Discount on-sale items: Charge freight: Freight amount: _____

HTML description: An extraordinarily wide and well-balanced selection of literature. The 63 stories Edit description

Category: Books/Used Text Books/Literature Edit categories

Ecommerce Taxes: Charge tax-1 Charge tag-2 Charge tax-3

Last Published: Date: 7/16/2018 11:58 Status: Active

Inventory | Prices | Vendor Items

- Ecommerce Item
 - Must be enabled for the item to appear on the website
- Images
 - The image must be named to match the item number and placed in the item images folder of your counterpoint installation
 - For example, this item would need an image of 0312430094-U.png or 0312430094-U.jpg
 - For more details, [see this article](#).
- HTML description
 - This is the description listed in the product information section on the website
- Category
 - This is the category used on the website
 - It can be set for individual products here
 - It can be set for multiple products at the same time, see [this section](#).
 - This does not need to match what category is set in the main tab.
 - The main category tab sets the category in Counterpoint for internal use
 - This setting sets the category for the store website
 - This allows you to organize products in different ways for internal and public use.

CPCCommerce

- Web Enabled
 - Must be enabled for the customer to see the product
 - If disabled while "Ecommerce item" is enabled, the product is only visible in the web store's admin panel.
- Sell Units
 - These are selected by default, and generally do not need to be adjusted.
 - In Setup > Ecommerce > Control > Items > Units Allowed, if the "Multiple Units" option is selected, disabling units for an item will disabling selling that unit.

More information on this section can be [found here](#).

Setting Categories for Multiple Products

In Setup > Ecommerce > Categories, you can modify your store's eCommerce categories and add multiple items at the same time.

- In this menu, categories must contain only items or only categories, not both.

- Once on the website, items will be listed as inside each category their categories are within.
 - For example, the Diamond Force T-shirt here in Clothing > Clothes will appear in both categories on the website.
 - An item in Mens > Mens Accessories > Mens Hats will be shown as inside all 3 categories.

Categories

[-] [Categories]
[-] [Clothing / Clothes]

- [-] [Categories]
- [-] Automotive
- [-] Books
- [-] Special
- [-] Gifts
- [-] Clothing
 - [-] Accessories
 - [-] Clothes
 - [-] Fraternity/Sorority
 - [-] Jewelry
- [-] Mens
 - [-] Mens Accessories
 - [-] Mens Hats
 - [-] Pets
 - [-] Sporting Goods
 - [-] Supplies

Category:

Image file:

HTML description: [Edit description](#)

Item number	Description
10002997	Women's Sweatshort
418-05	Pinehurst Pique Polo
DIAMONDFORCE	Diamond Force T-Shirt
GRAPH-ARCHT	Denim Blue T-Shirt
INFANTCHEER	Cheerleading Outfit
LIL-VOL-BIB	Little Volunteer Bib
UT-8042	Power T Plush Mascot Hat
VSHORANGE	Classic Hooded

8 items.

[Add](#)
[Delete](#)
[Move up](#)
[Move down](#)

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[Bulk add](#)
[Delete items](#)
[Clear items](#)
[Cut items](#)
[Paste items](#)

[Save](#)
[Close](#)
[Help](#)