

Settings

Through this module, you can save your preferences for T1 Studio modules, such as the thumbnail size, and specify the notifications to which you want to subscribe; (i.e. discussion creation and shared tags or slides), etc. You can also specify your preferences related to the Merch Board such as the slide size, image size, and fonts, etc.

To access the **Settings** module, click your initials then select Settings, the Settings module appears as shown below:

Settings

General

Merch

Notifications

THUMBNAIL SIZE

Large

SHOW AVAILABLE COLORS IN ARTICLE DETAILS

SHOW FAVORITE INDICATORS

SUMMARY CHARTS

☒ Select all

Filter list

☒ WholesalePrice

☒ MarginIntoRetailPrice

COPY SAVED VIEWS

RESET TO DEFAULT

CANCEL

SAVE

General settings

The first tab is for the **General** settings through which you can specify the thumbnail size, and copy saved views from one catalog to another. You can also select whether you want to show the available colors for articles or no.

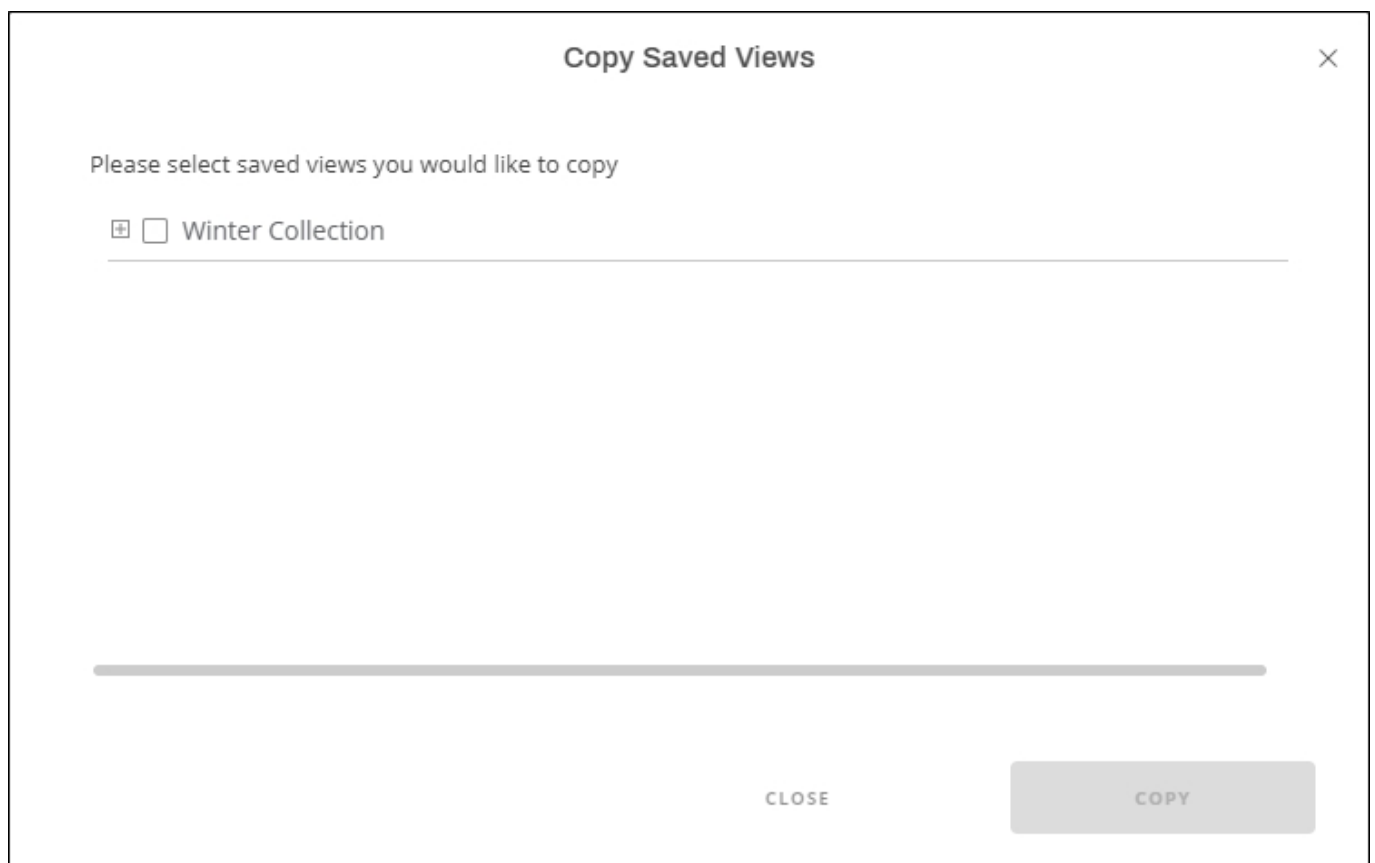
The thumbnail size will be reflected on articles throughout the application for different catalogs.

You can turn the slider button on to show the available colors box in the article details window, or off to hide the available colors.

You can either show or hide the favorite indicators by clicking the slider.

To select the article summary charts you want to view, click the checkbox next to it or click the checkbox next to Select all to view all charts.

To copy saved views from other catalogs, click **Copy Saved Views**, the following window appears:



The image shows a modal dialog box titled "Copy Saved Views" with a close button (X) in the top right corner. Inside the dialog, there is a prompt: "Please select saved views you would like to copy". Below this, there is a list item "Winter Collection" preceded by a plus icon in a square box and a checkbox. A horizontal line separates this item from the rest of the list. At the bottom of the dialog, there are two buttons: "CLOSE" and "COPY".

Click the catalog from which you want to copy the catalog, the menu is expanded to view the views as shown below:

Copy Saved Views

×

Please select saved views you would like to copy

Winter Collection

View1

view5

CLOSE

COPY

Select the view you want, then click **Copy**. More information on saved views in “[Saved Views](#)”.

Merch settings

Go to the **Merch** tab to set your preference for the Merch Board module as shown below:

Settings

×

GeneralMerchNotifications

SLIDE SIZE

Wide Screen

▼

ARTICLE DETAILS ATTRIBUTE LIST

▼

ARTICLE DETAILS FONT

Arial

▼

ARTICLE DETAILS FONT COLOR

▼

TEXT BOX FONT SIZE

11

–

+

IMAGE SIZE

Large

▼

ARTICLE DETAILS POSITION

Bottom, Center

▼

ARTICLE DETAILS FONT SIZE

8

–

+

TEXT BOX FONT

Arial

▼

TEXT BOX FONT COLOR

▼

RESET TO DEFAULT

CANCEL

SAVE

Select the slide size, image size, font size and type, default article attributes and their position, etc. Select whether you want to view or hide the style and SKU count in the row divider header for VLB template. These settings are reflected on the newly created slides, not the existing ones.

To select the summary charts that can be viewed in Merch board module, click the checkbox next to it or click the checkbox next to Select all to add all charts.

Notifications settings

The **Notifications** tab appears as shown below:

Settings

×

GeneralMerchNotifications

Approved Order

Shared Tags

Shared Slides

Merch Discussions

RESET TO DEFAULT

CANCEL

SAVE

You can specify the notification types you want to receive. Click the slider button next to the notification you want. The selected types are reflected on T1.

You can click **Save** to reflect these preferences to T1 Studio. To reset your settings, click **Reset to Default**.