

## Generate slides - Standard template

You can create a slide containing the articles you want using the standard template. To do so, click **Generate**, the following window appears:

The screenshot shows a dialog box titled "Generate Slides" with a close button (X) in the top right corner. At the top, there is a progress bar with five steps: 1. Template, 2. Articles, 3. Map Columns, 4. Options, and 5. Finish. Step 1 is currently active. Below the progress bar, the text reads: "Please select the template you would like to use and the source from where the articles will be loaded". Under the label "\* Template", there is a dropdown menu showing "Standard". Below this, under the label "Articles Source", there are six radio button options: "Full Catalog" (which is selected), "Favorites", "List of Articles", "List of Styles", "Excel File", and "Saved Views". At the bottom of the dialog, there are two buttons: "BACK" (disabled) and "NEXT" (active).

Select "Standard" from the Template dropdown list and select the article source such as all articles, favorites, or list of articles, etc.

### Full Catalog

To generate slides for all the articles in the catalog, follow these steps:

1. Select the radio button next to (Full Catalog), then click **Next**, the following window appears:

Generate Slides ×

✓ Template
✓ Articles
✓ Map Columns
④ Options
⑤ Finish

The selected template allows you to change some options that will impact the generated Slides

\* Select the Folder where the slides will be saved

Default ▼ +

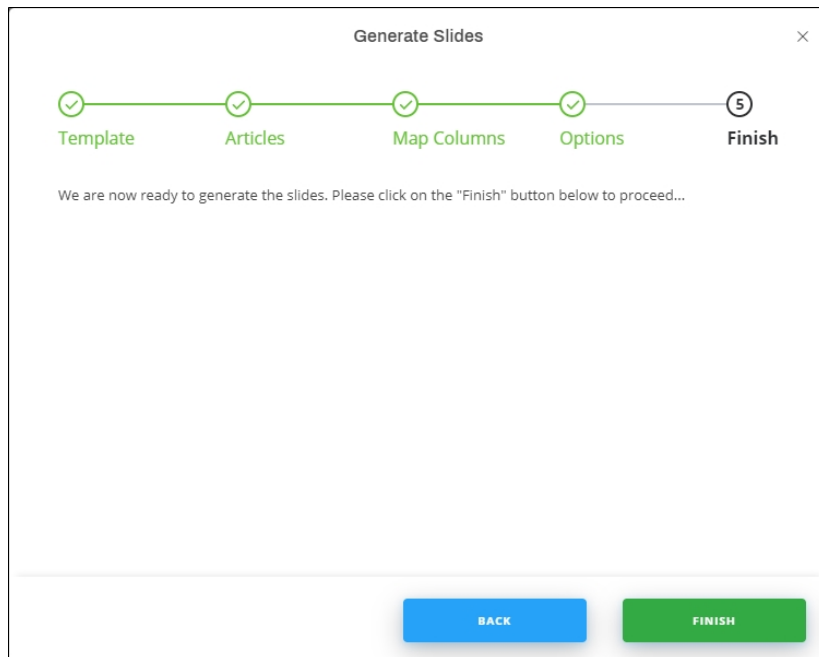
Group By

Select ▼

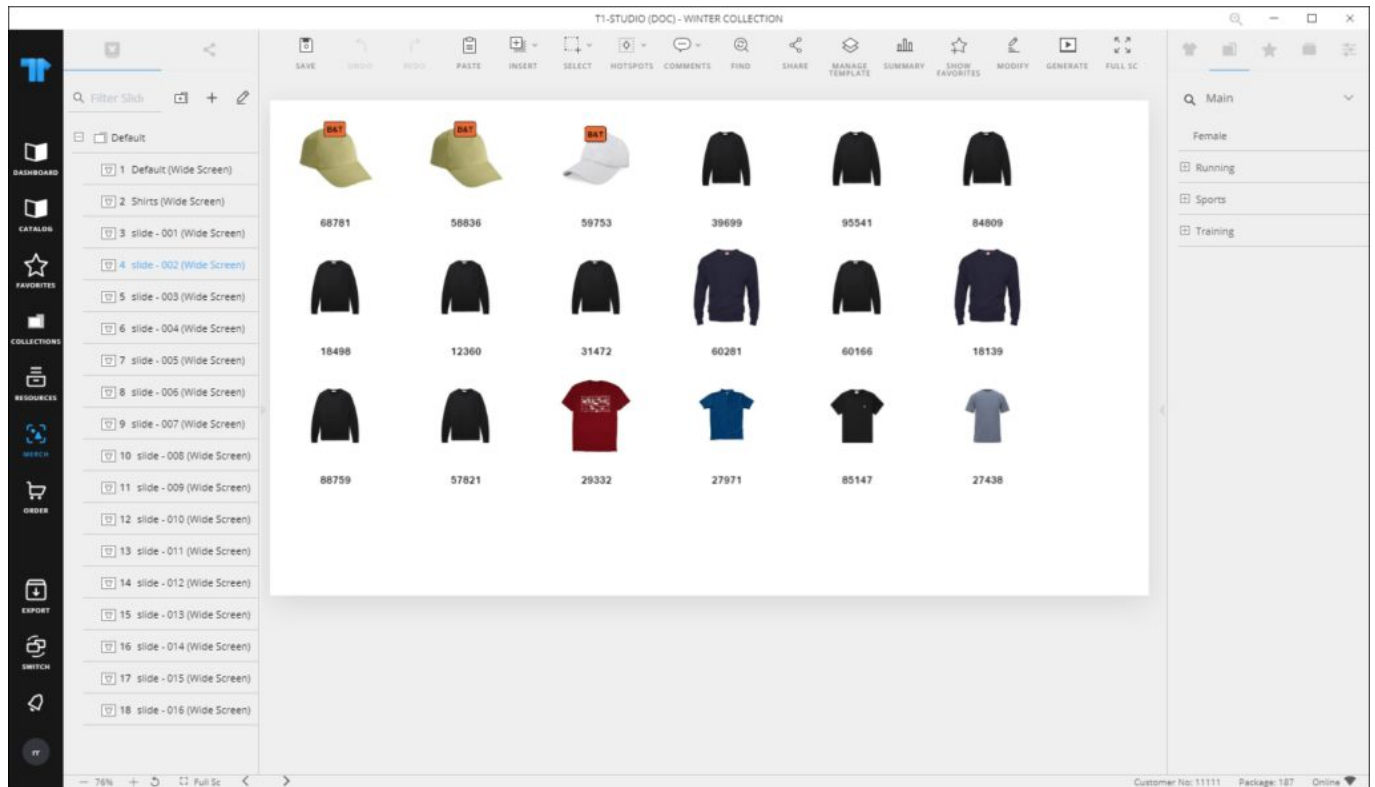
Show Title on each slide

BACK
NEXT

2. Select the folder to which you want to add the slides, or click + and add a new folder to which the generated slides are to be added,
3. Select attributes you want to use for grouping the articles, you can select up to 3 attributes. You can also group by favorite tags. The group by values, if selected, will be used as a title for slides,
4. Select whether you want the slide title to appear on every slide or not,
5. Select the attributes which you want to display by clicking the field and then the attribute,
6. Select the attribute according to which you want to sort the articles, if you want, you can also sort the articles using the favorite tags,
7. Select whether you want to fit the articles into one page, image size and font size are fixed if this slider is enabled,
8. Select the size in which you want to add the images,
9. Select the image type you want to use in the generated slides,
10. Select the slide size, the selected size appears next to the slide name,
11. Click **Next**, the following window appears:



12. Click **Finish**, slides are added as shown in the below example:

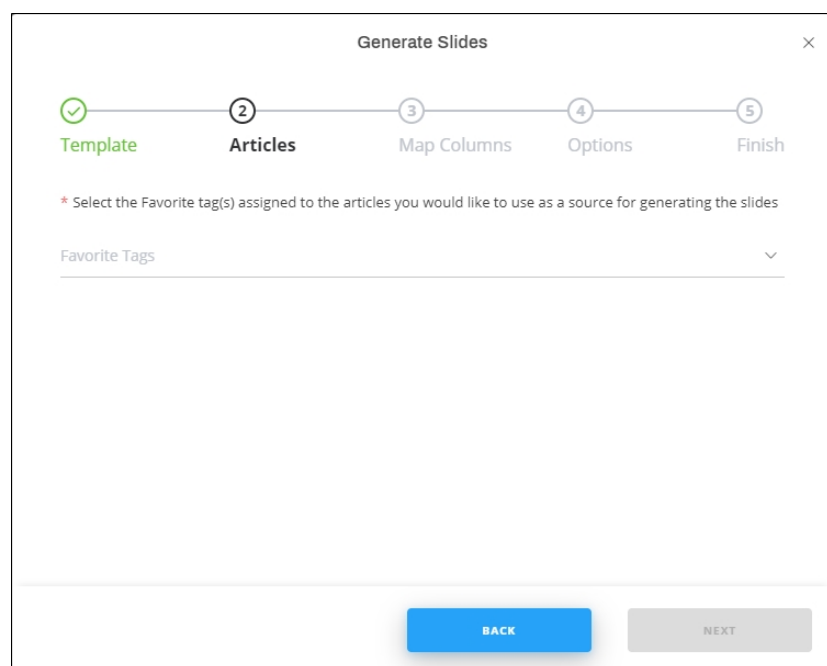


If multiple “Group by” values are selected, they are separated by “>” as shown above.

## Favorites

To generate slides for your favorite articles, follow these steps:

1. Select the radio button next to (Favorites), then click **Next**, the following window appears:



The screenshot shows a window titled "Generate Slides" with a close button (X) in the top right corner. At the top, there is a progress bar with five steps: 1. Template (marked with a green checkmark), 2. Articles (current step, marked with a circle containing '2'), 3. Map Columns (marked with a circle containing '3'), 4. Options (marked with a circle containing '4'), and 5. Finish (marked with a circle containing '5'). Below the progress bar, there is a text instruction: "\* Select the Favorite tag(s) assigned to the articles you would like to use as a source for generating the slides". Underneath this instruction is a label "Favorite Tags" followed by a horizontal line and a downward arrow icon. At the bottom of the window, there are two buttons: a blue "BACK" button and a grey "NEXT" button.

2. Select the favorite tag you want then repeat the steps mentioned above for generating slides for Full Catalog,
3. Click Next then **Finish**, slides with your favorite articles are generated.

## List of articles

To generate slides using a list of articles, follow these steps:

1. Select the radio button next to (List of Articles), then click **Next**, the following window appears:

Generate Slides

×

✓

2

3

4

5

Template

Articles

Map Columns

Options

Finish

\* Provide a list of articles that you would like to use as a source for generating the slides. Each article number should be on its own line

List of Articles

List of Articles

BACK

NEXT

2. Enter the article numbers, each on a separate line to create a slide without a title, or fill the article numbers and titles in two columns of an Excel sheet, then you can paste the records,
3. Repeat the steps mentioned above for generating slides for Full Catalog,
4. Click **Next** then Finish, slides with articles are generated.

## List of styles

To generate slides using a list of styles, follow these steps:

1. Select the radio button next to (List of Styles), then click **Next**, the following window appears:

Generate Slides

×

✓

2

3

4

5

TemplateArticlesMap ColumnsOptionsFinish

\* Provide a list of styles that you would like to use as a source for generating the slides. Each style number should be on its own line

List of Styles

List of Styles

BACK

NEXT

2. Enter the style numbers, each on a separate line,
3. Repeat the steps mentioned above for generating slides for Full Catalog,
4. Click **Next** then Finish, slides with articles are generated.

## Excel file

To generate slides using articles from an Excel sheet, follow these steps:

1. Select the radio button next to (Excel File) then click **Next**, the following window appears:

Generate Slides

×

✓

2

3

4

5

TemplateArticlesMap ColumnsOptionsFinish

\* Select the Excel file that contains the articles you would like to use as a source for generating the slides

(No file selected)

SELECT FILE

BACK

NEXT

2. Click Select File and browse for the file which contains the articles, then repeat the steps mentioned above for generating slides for Full Catalog,
3. Click **Next** then Finish, slides are generated.
4. If no titles were entered, all articles are added to one slide with title “none”.

## Saved Views

To generate slides using articles from your saved views, follow these steps:

1. Select the radio button next to (Saved Views) then click **Next**, the following window appears:

Generate Slides

×

✓

2

3

4

5

TemplateArticlesMap ColumnsOptionsFinish

\* Select saved views that contains the articles you would like to use as a source for generating the slides

Saved Views

BACK

NEXT

2. Select the view you want, you can select more than one, slides are generated separately for each view, and the first slide of each view will have the view name as title, while the second slide will have the title “view name - 1”, and so on. Click **Next**, then repeat the steps mentioned above for generating slides for Full Catalog,
3. Click **Next** then **Finish**, slides are generated.

### Notes:

- If you select to view any of the prices for the article, its price group will also be displayed.
- By default, labels are shown for slides created using this template. You can click the slider button next to “Show Labels” to hide them.