

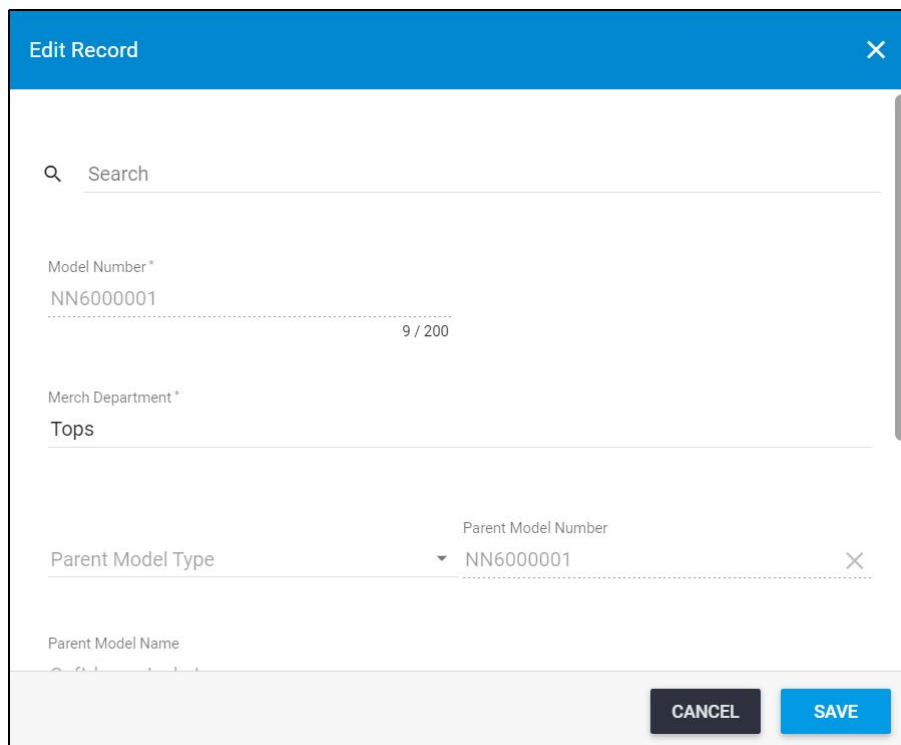
Edit catalog model

T1 provides two methods for updating catalog models:

- Update individual catalog model using the **Edit** option
- Update multiple catalog models using the **Update Bulk** option

Edit single catalog model

To edit a catalog model, view the model then click the edit button or select Edit record from the Actions menu next to the model. The model information is displayed as shown in the below example:



The screenshot shows a modal window titled "Edit Record" with a close button (X) in the top right corner. The form contains the following fields:

- A search bar with a magnifying glass icon and the text "Search".
- A "Model Number*" field with the value "NN6000001" and a character count "9 / 200".
- A "Merch Department*" field with the value "Tops".
- A "Parent Model Type" dropdown menu with a downward arrow and the value "NN6000001".
- A "Parent Model Number" field with the value "NN6000001" and a close button (X).
- A "Parent Model Name" field with a magnifying glass icon.

At the bottom of the form, there are two buttons: "CANCEL" (dark grey) and "SAVE" (blue).

Update any of the displayed information then click **Save**.

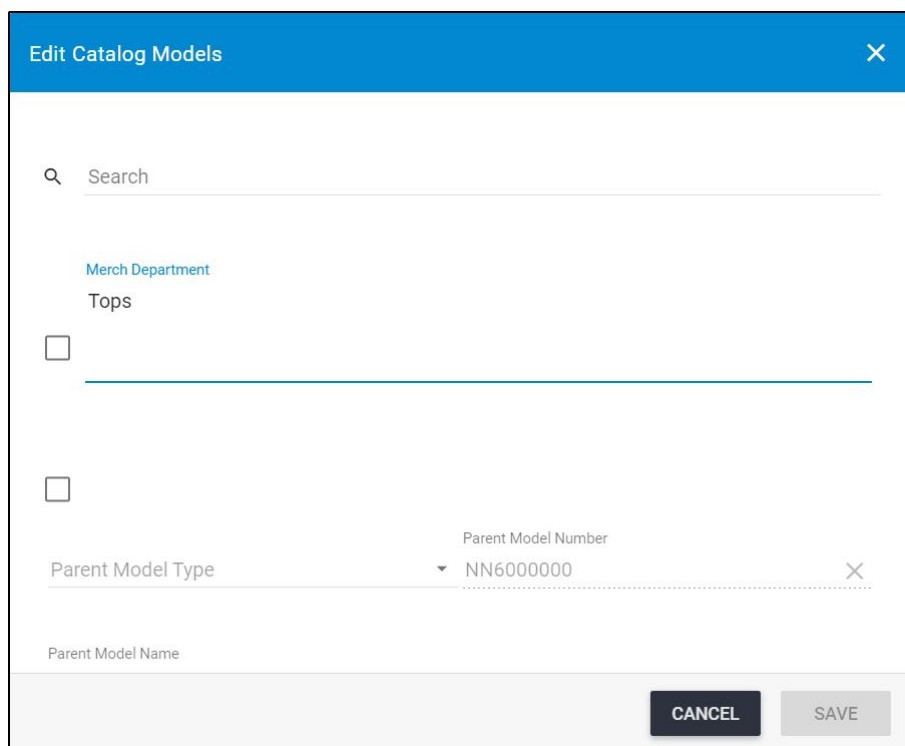
Edit bulk

Note:

- This option is only available for authorized users.

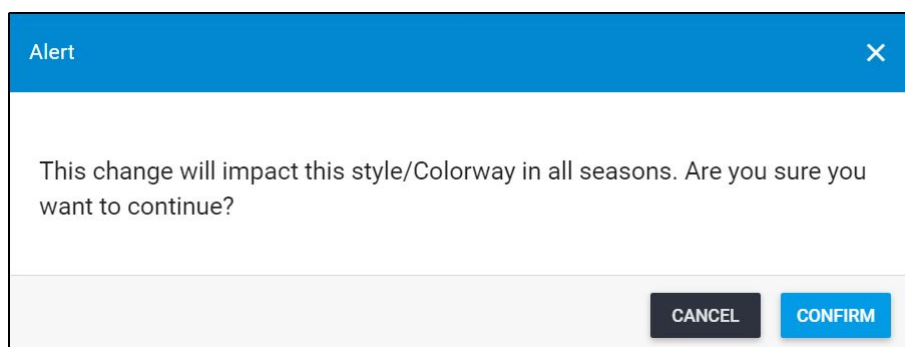
To edit multiple catalog styles, follow these steps:

1. Select the catalog models you want to update, you can either click the checkbox on top of the records to select all models, or click the checkbox next to the model you want,
2. Click **Update bulk**, the following window appears:



The screenshot shows a dialog box titled "Edit Catalog Models" with a close button (X) in the top right corner. Below the title bar is a search bar with a magnifying glass icon and the text "Search". Underneath the search bar, there is a section labeled "Merch Department" with the text "Tops" below it. There are two checkboxes, one above a horizontal line and one below it. At the bottom of the dialog, there are two input fields: "Parent Model Type" with a dropdown arrow and "Parent Model Number" with the value "NN6000000" and a close button (X). Below these fields is the label "Parent Model Name". At the bottom right of the dialog, there are two buttons: "CANCEL" and "SAVE".

3. Update any of the displayed information then click **Save**, the following message appears:



The screenshot shows an "Alert" dialog box with a close button (X) in the top right corner. The main text of the alert reads: "This change will impact this style/Colorway in all seasons. Are you sure you want to continue?". At the bottom right of the dialog, there are two buttons: "CANCEL" and "CONFIRM".

4. Click **Confirm** if you want the changes to be reflected on the models and articles of the selected catalog models in all seasons.