

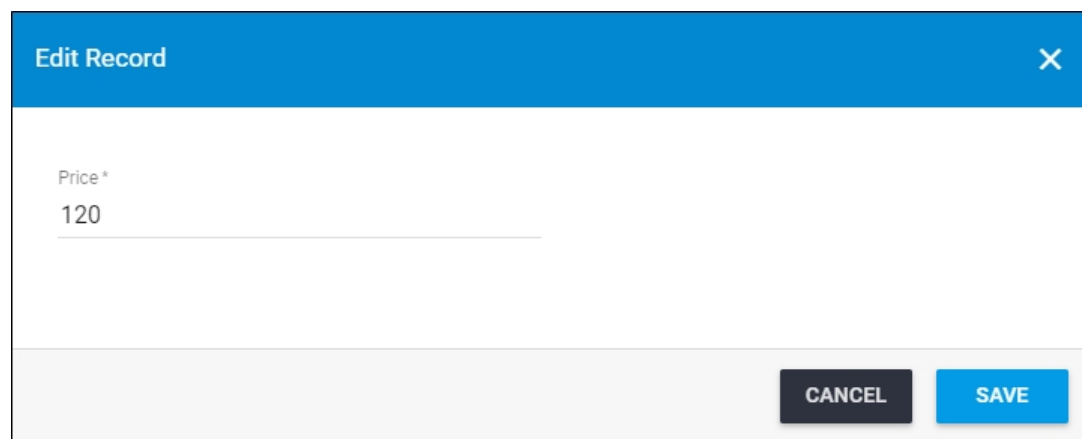
## Update price

### Note:

- As mentioned before, if the “External Change Management” flag is activated and there is at least one locked article, the whole catalog is locked and you cannot update prices of any of its articles.
- Depending on the catalog configuration, the number of decimals for prices is validated, so for example, you cannot enter a price with 3 decimals if the catalog is configured to 2 decimals.

To update an article price, follow these steps:

1. Select “Edit Record” from the Actions menu next to the price you want, the following window appears:



The screenshot shows a modal dialog box titled "Edit Record". The dialog has a blue header bar with the title "Edit Record" and a close button (X) on the right. Below the header is a text input field labeled "Price\*" containing the value "120". At the bottom right of the dialog are two buttons: "CANCEL" and "SAVE".

2. Enter the new value for the price,
3. Click **Save**.

### Note:

- If the article is locked and the “External Change Management” flag is not activated, the window appears as shown below:

**Edit Record** ✕

Price \*  
50

Article is Locked, Please Provide Reason for Update \* 0 / 2000

**CANCEL** **SAVE**

You need to enter a reason for updating the price.