

# Forecasts

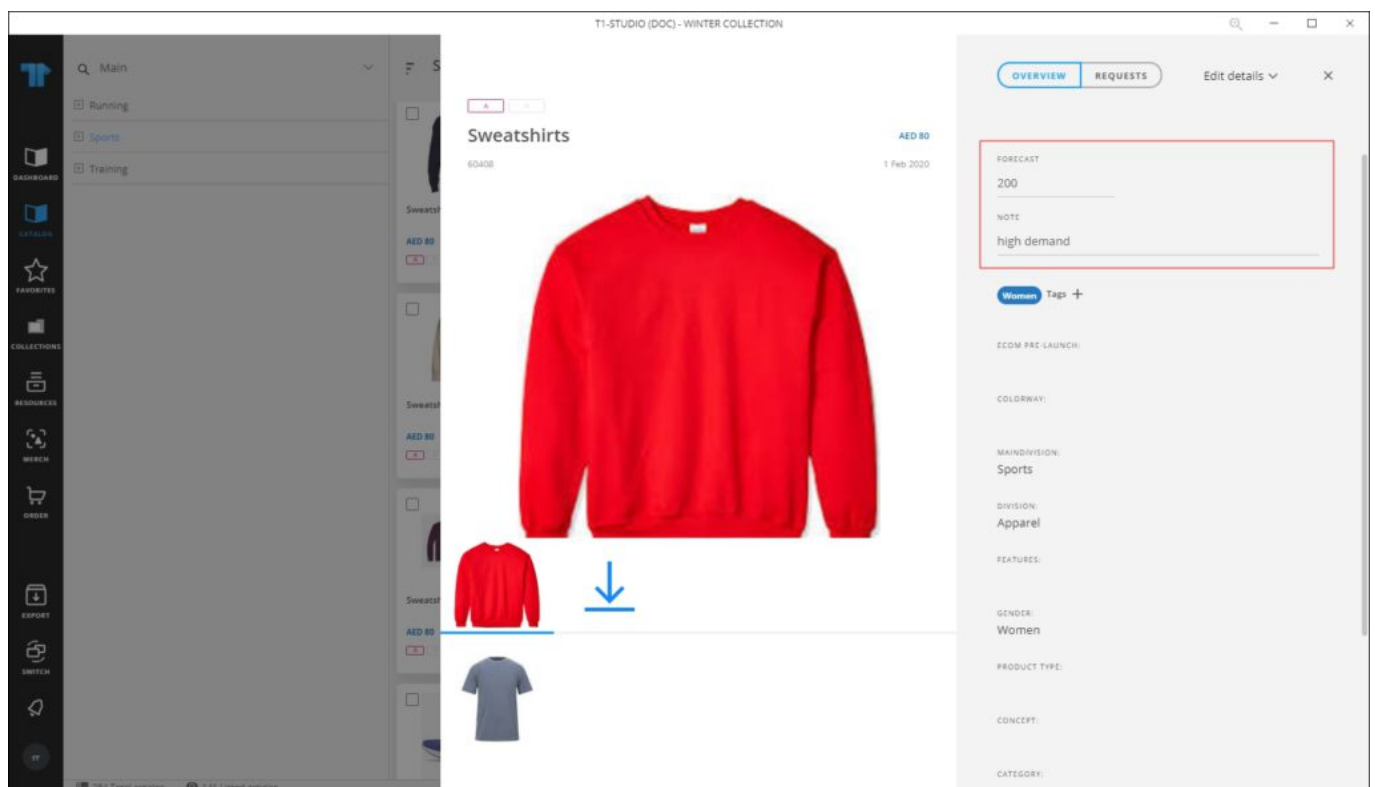
Forecasts can either be entered for a single article or by importing a file with forecast values and notes as detailed below.

## Notes:

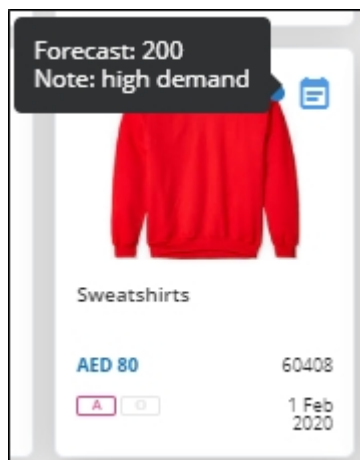
- Forecasts is not available for Line Architecture catalogs.
- The Forecast and Note fields can be configured to be shown or hidden at the catalog level.

## Single Article Forecast

For each article, you can enter a forecast value and add your notes. To add the forecast, view the article then enter the forecast and notes, each in its field, as shown in the below example:



The article is marked and the forecast value and notes are displayed when you hover the mouse as shown below:

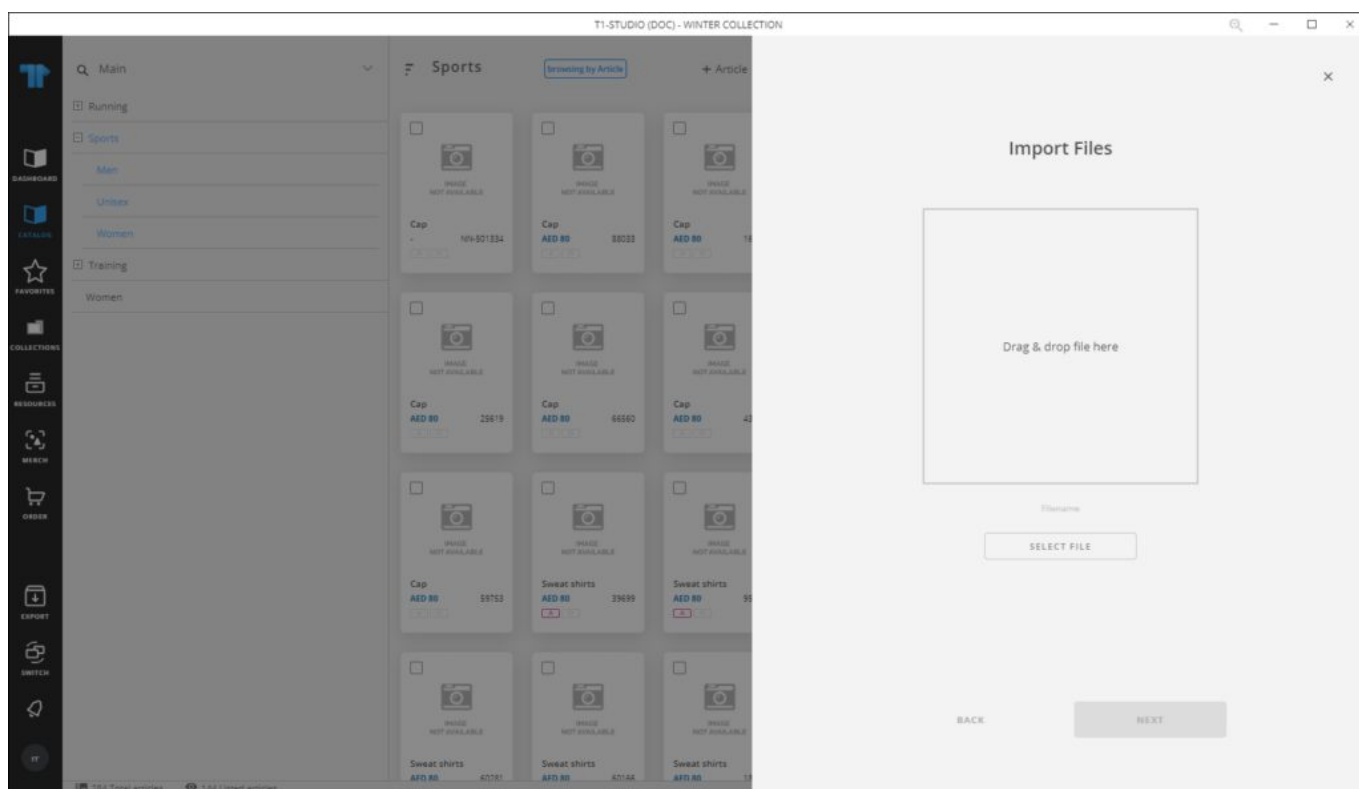


You can use the forecast and notes values to filter articles and group them.

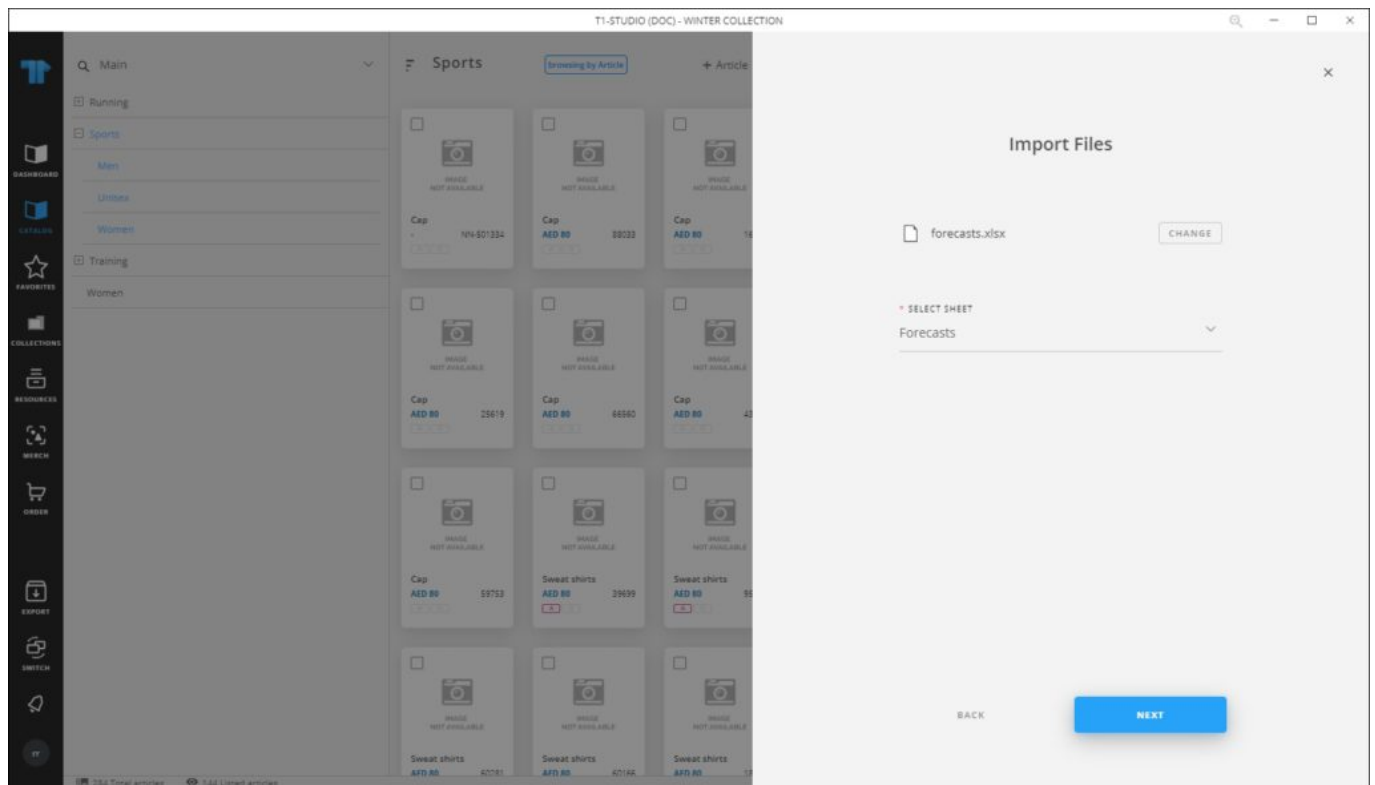
## Import Forecasts

You can import forecasts by following the below steps:

1. Click  then select Import Forecasts, the following window appears:

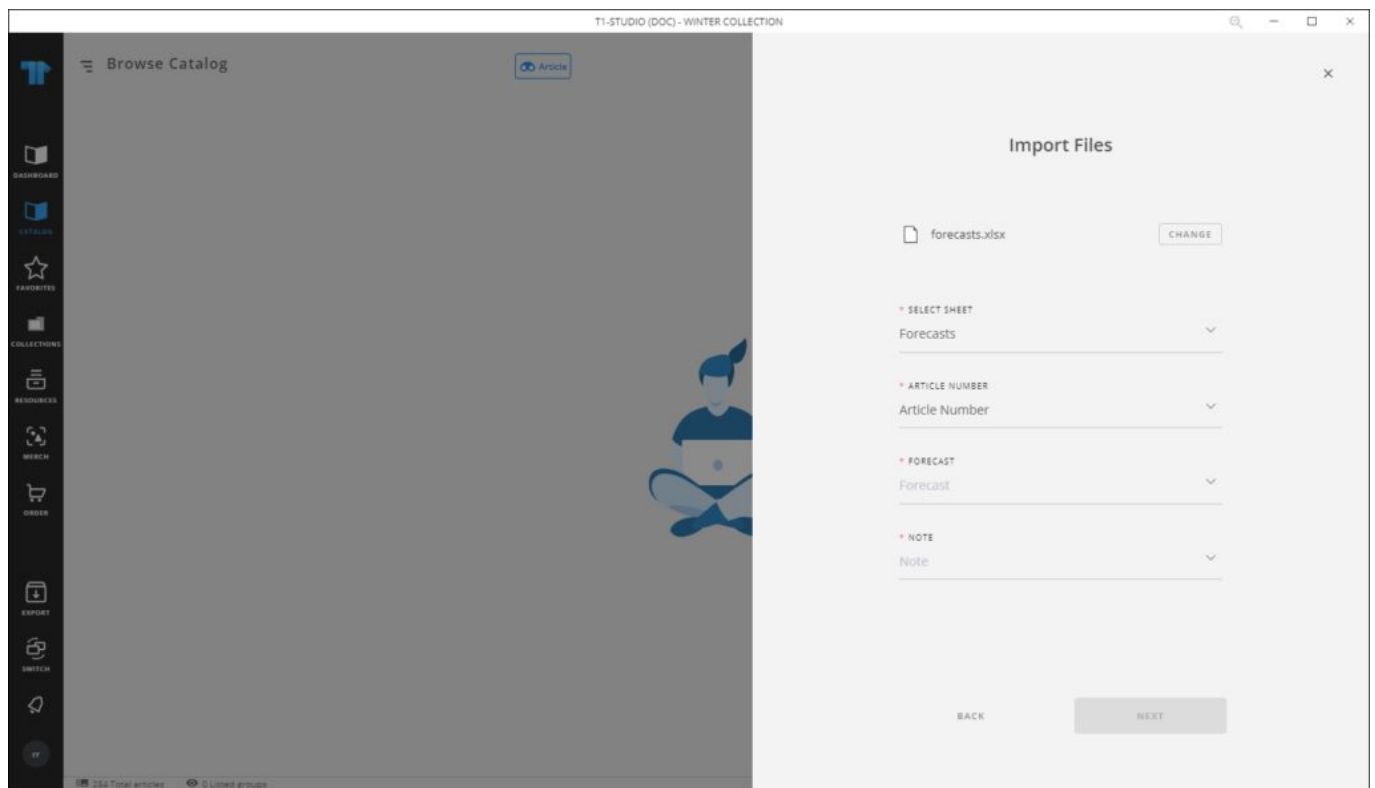


2. Drag and drop the file you want to import or browse for the file then click **Next**, the following window appears:



You can click the **Change** button and browse for another file.

3. Select the sheet then click **Next**, the following window appears:



4. Map the columns then click **Next**, the number of valid and invalid rows in the sheet is displayed. If all the rows are valid, you can click **Import**, otherwise, if there is an error in the sheet you are trying to import such as an invalid location code or customer code, the window appears as shown below:

×

Import Files

Forecasts.xlsx

CHANGE

✖ SELECT SHEET

Forecasts

✖ ARTICLE NUMBER

Article Number

✖ FORECAST

Forecast

✖ NOTE

Notes

Total valid rows 3  
Total invalid rows 1  
There are currently some invalid rows, please rectify these issues before continuing.

GET RESULT

BACK

IMPORT

Click **Get Results**, the sheet opens with a new “Status” column showing which rows are invalid and why. You can fix the values and import the file again.