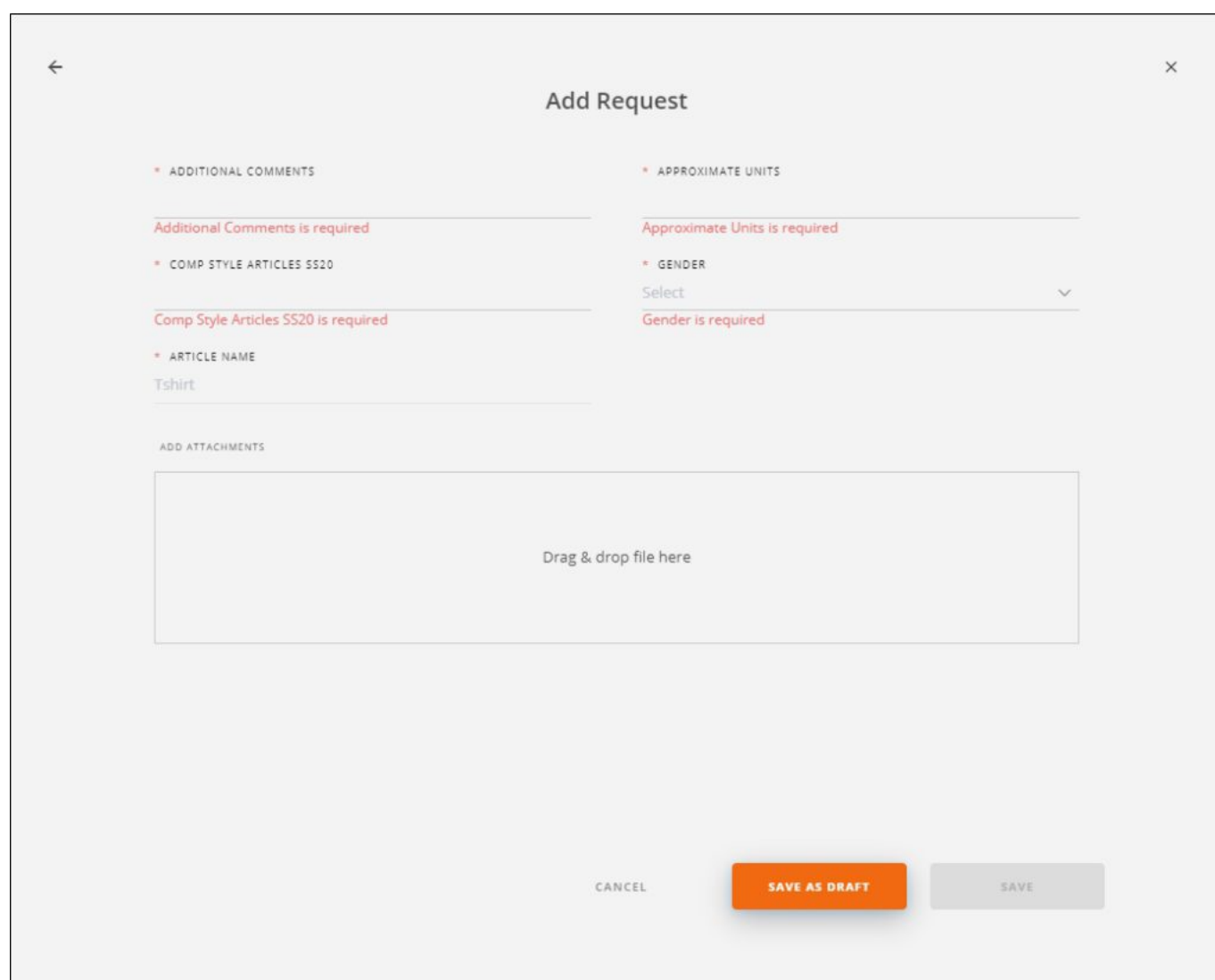


Request to add colorway

You can add a request to add colorway of an article. The article name is copied and cannot be updated. To do so, follow these steps:

1. Right-click the article you want then select “Request to add colorway”, the following window appears:



The screenshot shows a modal window titled "Add Request" with a back arrow on the top left and a close 'X' on the top right. The form is divided into two columns. The left column contains three input fields: "ADDITIONAL COMMENTS" (with a red error message "Additional Comments is required"), "COMP STYLE ARTICLES SS20" (with a red error message "Comp Style Articles SS20 is required"), and "ARTICLE NAME" (containing the text "Tshirt"). Below these is a section labeled "ADD ATTACHMENTS" with a large rectangular area containing the text "Drag & drop file here". The right column contains two input fields: "APPROXIMATE UNITS" (with a red error message "Approximate Units is required") and "GENDER" (a dropdown menu showing "Select" with a red error message "Gender is required"). At the bottom of the modal are three buttons: "CANCEL", "SAVE AS DRAFT" (highlighted in orange), and "SAVE".

2. Enter the request attributes,
3. Add attachments, if you want,
4. Select whether you want to save the request as a draft or as a new request by clicking the respective button.

The request thumbnail appears as shown in the below example:



Requests can then be approved or rejected.

Note:

- If the catalog is configured to copy the article price, the price of the original article is copied into a configured request attribute (MSRP) and the value cannot be updated.