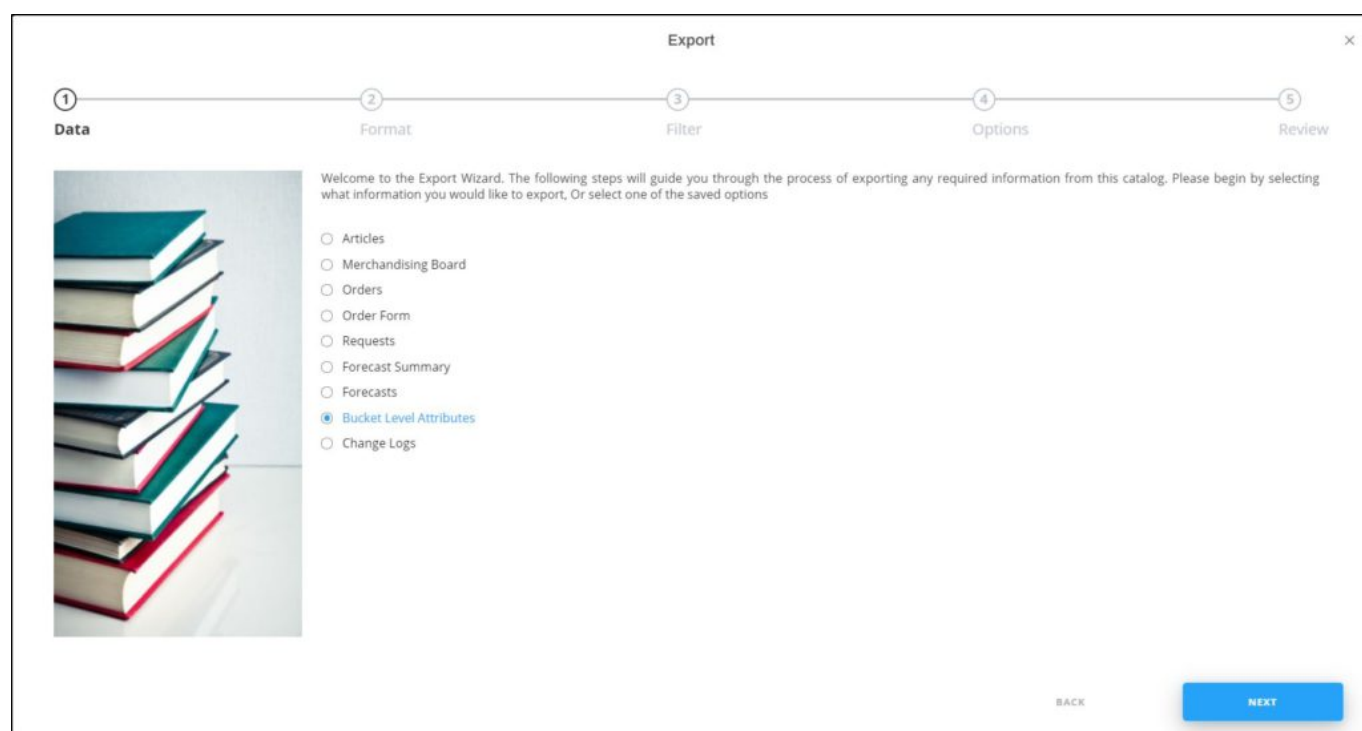


Export bucket level attributes

If you have access to bucket level attributes, you can export attributes for saved views into an Excel file.

To export bucket level attributes, follow these steps:

1. Click **Export**, the following window appears:



The screenshot shows a window titled "Export" with a close button (X) in the top right corner. At the top, there is a progress bar with five steps: 1. Data, 2. Format, 3. Filter, 4. Options, and 5. Review. The "Data" step is currently active. On the left side of the window, there is an image of a stack of books. To the right of the image, there is a list of options with radio buttons: Articles, Merchandising Board, Orders, Order Form, Requests, Forecast Summary, Forecasts, **Bucket Level Attributes** (which is selected and highlighted in blue), and Change Logs. Below the list, there is a "WELCOME" message: "Welcome to the Export Wizard. The following steps will guide you through the process of exporting any required information from this catalog. Please begin by selecting what information you would like to export. Or select one of the saved options". At the bottom right of the window, there are two buttons: "BACK" and "NEXT".

If options are saved, a menu appears enabling you to select the export option you want as shown below:

Export

1

2

3

4

5


Data

Format

Filter

Options

Review



Welcome to the Export Wizard. The following steps will guide you through the process of exporting any required information from this catalog. Please begin by selecting what information you would like to export. Or select one of the saved options

SELECT ONE OF THE SAVED OPTIONS

Select an option

- ☐ Articles
- ☐ Merchandising Board
- ☐ Orders
- ☐ Order Form
- ☐ Requests
- ☐ Forecast Summary
- ☐ Forecasts
- ☒ Bucket Level Attributes
- ☐ Change Logs

BACK

NEXT

Select the option you want, the **Format** window is skipped. You can delete any of the saved options by hovering the mouse over it then clicking the **Delete** icon.

2. Select “Bucket level attributes”, then click **Next**, the following window appears:

Export

1 Data 2 **Format** 3 Filter 4 Options 5 Review

Select the file format of the required output

☒ Excel

BACK NEXT

3. Click **Next**, the following window appears:

Export

1 Data 2 **Format** 3 **Filter** 4 Options 5 Review

Select Saved Views

Select

BACK NEXT

4. Select the saved views for which you want to export the bucket level attributes, then

click **Next**, the following window appears:

Export

✓ Data ✓ Format ✓ Filter 4 Options 5 Review

Select Bucket Level Attributes

Select

BACK NEXT

5. Select the bucket level attributes you want, the **Next** button is activated,
6. Click **Next**, the following window appears:

Export

Progress: Data (✓) → Format (✓) → Filter (✓) → Options (✓) → **Review (5)**

We are now ready to generate the exported data. Please review the summary below then hit the "Finish" button. Please note that, depending on the size of the data, it might take a few seconds to a few minutes for your file to be generated.

Selected Saved Views

- Bucket2 (Predefined Views)
- bucket1 (Predefined Views)

Buttons: **SAVE OPTION** | **BACK** | **FINISH**

You can save the options you selected, if you want, by clicking **Save Option**, the following window appears:

Save Option

* PROVIDE A NAME TO SAVE YOUR OPTIONS

Provide a name to save your options

Please provide a value

☐ Save as catalog wide option

CLOSE | SAVE

Enter the name you want then click **Save**.

- Click **Finish**, a window appears to enable you to enter the file name and the location where you want to store it.

The exported file appears as shown in the below example:

	A	B	C	D	E	F	G
1	Saved View Name	Browse By Attribute	Row Divider Attribute	Column Divider Attribute	TY SKUs	TY Styles	Units
2	Bucket2 (Predefine Women		Apparel		45	45	
3	Bucket2 (Predefine Unisex		Apparel		3	3	
4	Bucket2 (Predefine Men		Apparel		7	7	
5	Bucket2 (Predefine Women		Accessories		12	12	
6	Bucket2 (Predefine Unisex		Accessories		1	1	
7	Bucket2 (Predefine Men		Accessories		3	3	
8	bucket1 (Predefine Women		Tag1		4	4	
9	bucket1 (Predefine Unisex		Tag1		1	1	
10	bucket1 (Predefine Women		[Blank]		51	51	
11	bucket1 (Predefine Unisex		[Blank]		3	3	
12	bucket1 (Predefine Men		[Blank]		8	8	
13	bucket1 (Predefine Women		Tag2		2	2	
14	bucket1 (Predefine Men		Tag2		2	2	
15							
16							
17							