


ADD NEW PRODUCT IN MARKETPLACE

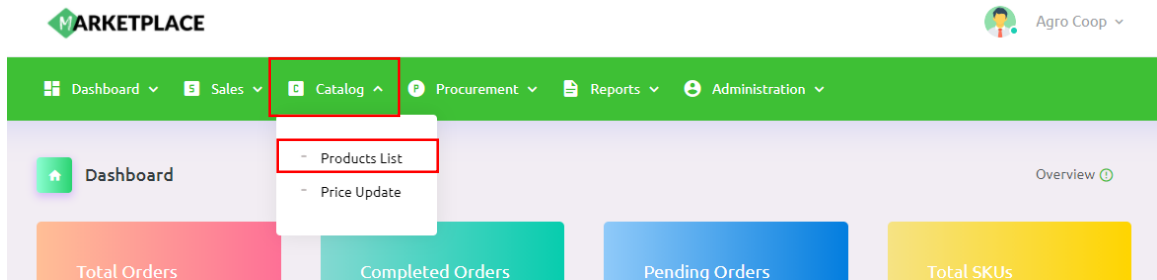
Ano ang mga kailangan ko ihanda?

- Isa (1) product image
- Sampu (10) o higit pang mga salita para sa product description

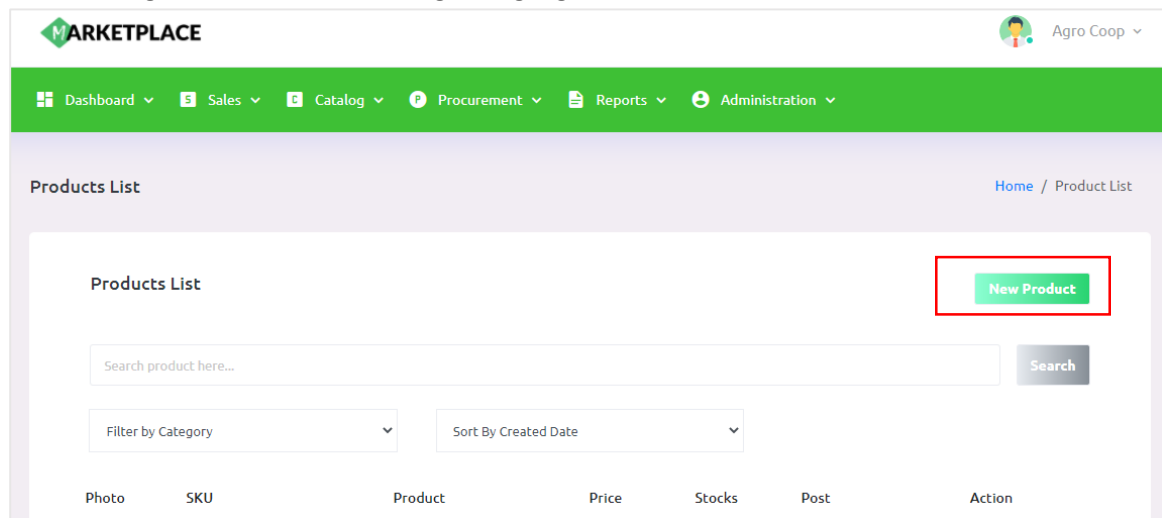
Field	Tips	Example
Category	Piliin ang tamang category	Crops
SKU	Maglagay ng SKU	AA-VEG-00100-01
Name	Panatiliing maikli	Eggplant
Variety	Ilagay ang tamang variety	Morena
Description	Nang hindi bumababa sa 10 na salita, maglagay ng description ng product tulad ng kanyang: <ul style="list-style-type: none"> • pinanggalingan • edad/ilang araw na mula sa harvest • flavor • weight • ingredients • nutritional content 	Magulang morena eggplant from Bulacan. Moderately bitter and good for frying, grilling, pickling, and adding to salads.
Protocol	Piliin ang tamang protocol	Organic
Price	Maglagay ng makatuwirang presyo	54.00
Minimum order	Maglagay ng makatuwirang minimum quantity para sa orders	1
Maximum order	Maglagay ng makatuwirang maximum quantity para sa orders	100
Stock	Ilagay kung ilan pa ang available ibenta	1,000
Unit	Piliin ang tamang unit	Kilogram (kg)
Barcode	Maglagay ng barcode (kung mayroon)	
Photo	Siguraduhin na ang picture ay: <ul style="list-style-type: none"> • Malinaw/good resolution • Maliwanag • Plain at disente ang background 	

HOW TO ADD NEW PRODUCT?

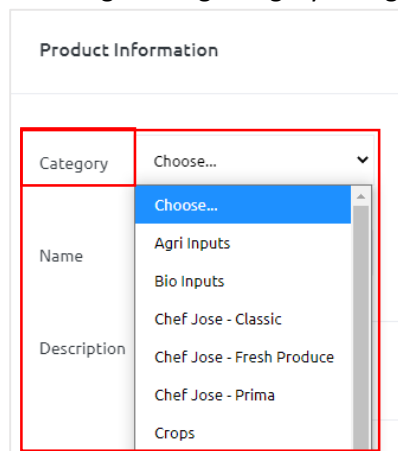
1. Mag login sa iyong Marketplace Merchant account. Pindotin ang **Catalog > Product List**.



2. Pindotin ang **New Product** sa kanang bahagi ng Product List.



3. Piliin ang tamang category sa mga pagpipilian sa **Category** dropdown.



4. Ilagay ang **SKU**, **Name**, at **Variety** ng product.

A screenshot of a product listing form. The 'Category' field is a dropdown menu with 'Choose...' selected. Below it, the 'SKU' field is a text input box. In the next row, the 'Name' and 'Variety' fields are text input boxes. Red rectangular boxes highlight the 'Category' dropdown, the 'SKU' field, the 'Name' field, and the 'Variety' field.

5. Ipaliwanag ang mga detalye ng iyong product sa **Description** box. Pinapayo naming na maglagay ng hindi bababa sa 10 na salita para ilarawan ang product.

A screenshot of a product listing form showing a 'Description' text area. The text area is empty and is highlighted with a red rectangular box.

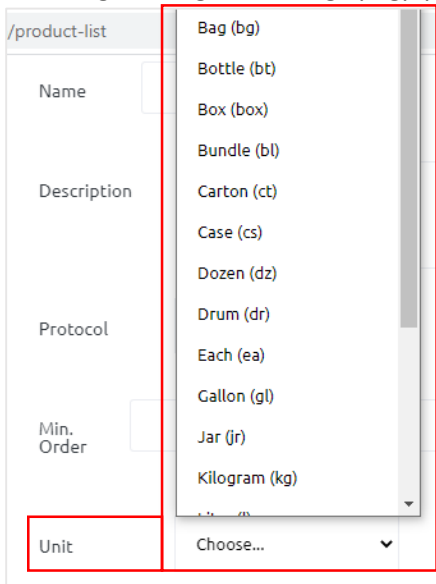
6. Piliin ang tamang protocol sa mga pagpipilian sa **Protocol** dropdown.

A screenshot of a product listing form showing the 'Protocol' dropdown menu. The dropdown is open, displaying options: 'Choose...', 'Not Applicable', 'Organic', 'Natural', 'Conventional', and 'Hydroponic'. The 'Choose...' option is highlighted in blue. Red rectangular boxes highlight the 'Protocol' dropdown, the 'Min. Order' field, and the 'Unit' field.

7. Ilagay ang **Price**, **Min. Order**, **Max. Order**, **Stock**, at **Barcode** (kung mayroon) ng product.

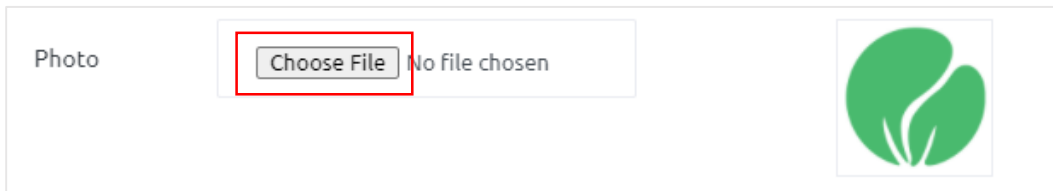
A screenshot of a product listing form. The 'Protocol' dropdown is set to 'Choose...'. Below it, the 'Price' field is a text input box. In the next row, the 'Min. Order', 'Max. Order', and 'Stock' fields are text input boxes. In the bottom row, the 'Unit' dropdown is set to 'Choose...' and the 'Barcode' field is a text input box. Red rectangular boxes highlight the 'Price' field, the 'Min. Order' field, the 'Max. Order' field, the 'Stock' field, and the 'Barcode' field.

8. Piliin ang tamang unit sa mga pagpipilian sa **Unit** dropdown.



The screenshot shows a form titled "/product-list" with several input fields: Name, Description, Protocol, and Min. Order. A dropdown menu for "Unit" is open, displaying a list of units: Bag (bg), Bottle (bt), Box (box), Bundle (bl), Carton (ct), Case (cs), Dozen (dz), Drum (dr), Each (ea), Gallon (gl), Jar (jr), and Kilogram (kg). The "Unit" label and the dropdown menu are highlighted with red boxes.

9. Mag-upload ng picture ng product sa pamamagitan ng pagpindot ng **Choose File**.



The screenshot shows a form with a "Photo" section. A "Choose File" button is highlighted with a red box. To the right of the button, it says "No file chosen". There is also a green circular logo with a white leaf-like shape inside.

10. Kapag tapos na, pindotin ang **Create**.



The screenshot shows the bottom section of the form with two buttons: a green "Create" button and a grey "Cancel" button. The "Create" button is highlighted with a red box.