

# SUPER CONTENT LOADER

A new file type, for enhanced  
catalog uploads in Product Manager

# SUPER CONTENT LOADER - INTRODUCTION

Super Content Loader is an Excel workbook file that Basware customers and their suppliers can use to upload catalog content to Marketplace. Users fill out the item information in the Excel sheet, then upload the file using the Loader tool in Product Manager.

Nearly all the possible item fields in Marketplace can be populated using this new file, which makes it a powerful tool for catalog management.

The file can be downloaded from our ServiceNow knowledge base [here](#). The file and the new functionality are freely available to all buyer and supplier organizations who use Product Manager.

# BENEFITS – BUNDLES AND MATRICES

With the Super Content Loader, suppliers can create and manage their matrices and item bundles easily within the single file, then upload them to Marketplace. All of the required fields for matrices and bundles are already included in the Super Content Loader template.

The screenshot shows a mapping interface with three main columns. The left column contains input fields for 'Column 9', 'Column 10', 'Column 11', and 'Column 12'. The middle column contains 'Mapping Actions' buttons with up and down arrows for each corresponding column. The right column contains a 'Bundles' section with fields for 'Bundle item \*', 'Fixed or Linked Quantity \*', and 'Mandatory', each with a green checkmark. Below this is a 'Matrix item (Text)' field. The interface is designed for mapping data from a CSV file to a system's matrix and bundle structure.

Bundles and Matrix item fields as shown in the Super Content Loader standard mapping

It is also still possible to create bundles and matrices in the Product Manager user interface while managing a price list. However, this requires users to create matrices manually and create and upload separate CSV files with the item data.

The screenshot shows the 'Manage price list' interface in the Product Manager. It features a list of items with their status: 'Delivery Items (1 Items added)', 'Standard Items (17 Items added)', 'Bundles (1 Bundles added)', 'Related Items (No related items have been added.)', and 'Matrix Items (No matrix have been added)'. The 'Bundles' and 'Matrix Items' entries are circled in red. To the right of the list are icons for adding, editing, and deleting items. At the bottom, there is a section for 'Agreements (1 approved)' with a settings icon.

# BENEFITS – SEARCHABLE AND AVAILABLE

Buyers and suppliers can now set their catalog items as Searchable/Not Searchable and Available/Not Available using the Super Content Loader. This feature is particularly helpful for organizations that frequently update catalogs using automatic content loading – if an item is temporarily out of stock, simply set it to Not Available in the Super Content Loader file, and then switch it back when the item is available again.

Column 29	Mapping Actions	Searchable (Boolean)
Column 30	Mapping Actions	Availability (Boolean)

Searchable and Availability item fields as shown in the Super Content Loader standard mapping

It is also still possible to manually set each item as Searchable/Not Searchable and Available/Not Available in the Product Manager user interface. However, this requires the user to manually change these settings for each product in the catalog.

**Manage price list item**CancelSave

**Super Content Loader**

Name: Blade 250

Supplier Item ID: BC1

Description: Blade 250

Searchable

Available

Order unit: \*

Each

Number in an order unit: \*

1

# A LOOK AT THE SUPER CONTENT LOADER EXCEL FILE

Price List Name: MY NEW PRICE LIST SUPER CONTENT LOADER										Tax Territory: FIN	
Item ID	Name	Description	Keywords	Name of Custom Attribute(s)	Value of Custom Attribute(s)	Item Type	Item Class	Bundle Items	Bundle Link	Bundle Optional	Matrix Ma
ID0001	IT package for new hire	Package includes a computer, a keyboard, a mouse, and a laptop backpack	IT laptop mouse keyboard	Employee type	White collar	S	G	ID0002	F	N	
ID0001								ID0003	L	N	
ID0001								ID0004	F	N	
ID0001								ID0005	F	Y	
ID0002	HP 250 G7 Laptop	Core i5-8265U 8GB 256GB SSD 15.6 Inch Windows 10 Pro Laptop	HP laptop	Screen size	15,6 in	S	G				
ID0002				Screen type	Led						
ID0002				Resolution	1366x768						
ID0002				Battery Technology	Lithium Ion						
ID0002				Brand	HP						
ID0003	Logitech Mouse M185	Wireless Mouse M185 with USB nano-receiver in Grey	Logitech mouse wireless	Motion Sensing Technology	Optical	S	G				
ID0003				Mouse color	Grey						
ID0003				Buttons	2						
ID0004	Logitech wireless keyboard	Logitech Wireless Keyboard K350	Logitech Wireless keyboard	Connectivity	Wireless	S	G				
ID0004				Color	Black						
ID0004				Brand	Logitech						
ID0005	Backpack for laptop	Tech Air - 15.6 Inch Laptop Rolling Backpack	Backpack Tech Air	Size	15,6 in	S	G				
ID0005				Brand	Tech Air						
ID0005				Color	Black						
DA1	UPS express delivery	UPS express delivery	Delivery Postage			D	S				
ID1001	Apple Ipad	Apple Ipad	Apple Ipad	RAM Memory		M					
ID1001				Hard drive capacity							
ID1001				Color							
ID1001				Size							

# HOW TO USE THE SUPER CONTENT LOADER EXCEL

1. Download the Excel template from [here](#) and save it to your computer.
2. Review the instructions and the detailed user guide in the Excel template. This presentation will guide you through the same points, so you can either follow this presentation or read the information in the workbook. To check which fields are mandatory, see the **Detailed User Guide** sheet of the Excel workbook.
3. Fill in the item data sheet with your catalog items.
4. Go to **Product Manager > Loader** and click **Upload Files**.
5. Choose the **Super Content Loader** mapping. Select the right settings for your upload, choose the Excel file as your Source File, then click **Upload**.
6. The items will be uploaded and the content will be checked automatically. If there are errors, you can fix them from the Loader. When all of the data is valid, click **Commit** to commit your catalog data.

# NAME YOUR CATALOG

The following slides describe how to fill out the **Item Data** sheet of the Super Content Loader.

First, enter your Price List Name. In this example, the name is "MY NEW PRICE LIST SUPER CONTENT LOADER".

The Price List Name will become the name of the agent agreement for buyers, and the name of the price list for suppliers.

Next, select your Tax Territory.

A	B	C	D	E	F	G	H	
		Price List Name: MY NEW PRICE LIST SUPER CONTENT LOADER			Tax Territory: FIN			
Item ID	Name	Description	Keywords	Name of Custom Attribute(s)	Value of Custom Attribute(s)	Item Type	Item Class	Bundl
ID0001								ID000
ID0001								ID000

# ITEM ID

3				
4	Item ID	Name	Description	Keywords
5	ID0001	T package for new hire	Package includes a computer, a keyboard, a mouse, and a laptop backpack	IT laptop mouse keyboard
6	ID0001			
7	ID0001			
8	ID0001			
9				
10	ID0002	HP 250 G7 Laptop	Core i5-8265U 8GB 256GB SSD 15.6 Inch Windows 10 Pro Laptop	HP laptop
11	ID0002			
				Name of Custom Attribute(s)
				Employee type
				Screen size
				Screen type

**Item ID** is your item code or SKU.

The ID must be unique in the data, except when specifying multiple values in some fields (such as custom attributes, bundles, and image URLs). For these fields, the ID must be repeated, and the other values entered must be different.

If you have no defined ID for your item, create one yourself! Any unique value will work, such as ABC123.

This field must be specified on each line, especially if you add custom attributes, bundles, matrices, etc... We will talk more about these in later slides.



# NAME, DESCRIPTION AND KEYWORDS

3					
4	Item ID	Name	Description	Keywords	Name of Custom Attribute(s)
5	ID0001	IT package for new hire	Package includes a computer, a keyboard, a mouse, and a laptop backpack	IT laptop mouse keyboard	Employee type
6	ID0001				
7	ID0001				
8	ID0001				
9					
10	ID0002	HP 250 G7 Laptop	Core i5-8265U 8GB 256GB SSD 15.6 Inch Windows 10 Pro Laptop	HP laptop	Screen size
11	ID0002				Screen type

**Name** is a short description that will appear in the catalog and on the purchase order. This field is used to identify the item and should be clear, precise, and easily understood.



**Description** is a full description of the item and its features, up to 2000 characters.

**Keywords** are synonyms or words that a requester can search the catalog for to buy the item. Enter many keywords by separating them with a space, such as “IT laptop mouse keyboard”.

# NAME AND VALUE OF CUSTOM ATTRIBUTES

3					
4	Item ID	Keywords	Name of Custom Attribute	Value of Custom Attribute	Item Type
10	ID0002	HP laptop	Screen size	15,6 in	S
11	ID0002		Screen type	Led	G

### Item details

### HP 250 G7 Laptop

(From 3663 LTD)

Item ID: ID0002

Contract Reference: My ref

Description

Core i5-8265U 8GB 256GB SSD 15.6 Inch Windows 10 Pro Laptop

### Additional Information

Battery Technology	Lithium Ion
Brand	HP
Resolution	1366x768
Screen size	15,6 in
Screen type	Led
UNSPSC Code	43210000

*Custom attributes are shown in the Additional Information section of catalog items in Marketplace*

**Name of Custom Attribute** is the name of a custom attribute that you want to display for the item.


You can add more custom attributes to an item by adding more rows and entering the same Item ID in the first column.

Custom attributes are also used for Matrix items: the matrix master should have the custom attribute names, but not the custom attribute values.

**Value of Custom Attribute** is the value for the custom attribute. The items that belong to the matrix master should have their values defined as well. We will show an example in the next slide.

# CUSTOM ATTRIBUTES AND MATRIX ITEM OPTIONS

**Item details**



**NEW Apple iPad Pro**  
(From 3663 LTD)

Item ID: ID1005  
Contract Reference: My ref

**Options**

RAM Memory: 6GB  
Hard Drive Capacity: 1T 256Gb 128Gb 128GB  
Color: Space Grey Silver  
Size: 11 in 12.9 in


**Additional Information**

Color	Silver
Hard drive capacity	128GB
RAM Memory	6GB
Size	11 in
UNSPSC Code	43210000

**Description**  
NEW Apple iPad Pro 6GB 128GB 11 Inch iPadOS 4G Tablet - Silver

*You can see that the selected options of these matrix items are stored in custom attributes*

**Item details**



**NEW Apple iPad Pro**  
(From 3663 LTD)

Item ID: ID1003  
Contract Reference: My ref

**Options**

RAM Memory: 6GB  
Hard Drive Capacity: 1T 256Gb 128Gb 128GB  
Color: Space Grey Silver  
Size: 11 in 12.9 in

**Additional Information**

Color	Space Grey
Hard drive capacity	128Gb
RAM Memory	6GB
Size	12.9 in

**Description**  
NEW Apple iPad Pro 6GB 128GB 12.9 Inch iPadOS Tablet - Space Grey

# ITEM TYPE AND ITEM CLASS

**Item type** determines if the item is Standard (S), Delivery (D), or Matrix Master (M). Only use Matrix (M) to denote the master item of a matrix. Items within the matrix are Standard (S) items. You can use the abbreviation (S, D, or M), or the full word (Standard, Delivery, or Matrix).

**Item class** determines if the item is Goods (G) or a Service (S). You can use the abbreviation (G or S), or the full word (Goods or Service). Item class is not used for matrix master items.

3						
4	Item ID	Keywords	Name of Custom Attribute	Value of Custom Attribute	Item Type	Item Class
29						
30	ID1001	Apple Ipad			M	
31	ID1001					
32	ID1001					
33	ID1001					
34						
35	ID1002	Apple Ipad silver	RAM Memory	6GB	S	G
36	ID1002					

In this example, ID1001 is the Matrix Master. Item Type is M, no Item Class.

ID1002 is a standard item in the matrix. Item Type is S, Item Class is G.

# MATRIX MASTER

Item ID	Name	Description	Keywords	Name of Custom Attribute(s)	Value of Custom Attribute(s)	Item Type	Item Class	Bundle Items	Bundle Link	Bundle Optional	Matrix Master
ID1001	Apple Ipad	Apple Ipad	Apple Ipad	RAM Memory		M					
ID1001				Hard drive capacity							
ID1001				Color							
ID1001				Size							
ID1002	NEW Apple iPad Pro	Brand new Pro cameras for iPad, 120HZ Screen, A12Z Bionic Chip, All day ba	Apple Ipad silver	RAM Memory	6GB	S	G				ID1001
ID1002				Hard drive capacity	256Gb						
ID1002				Color	Silver						
ID1002				Size	12.9 in						
ID1002				Preferred item	Yes						
ID1003	NEW Apple iPad Pro	NEW Apple iPad Pro 6GB 128GB 12.9 Inch iPadOS Tablet - Space Grey	Apple Ipad	RAM Memory	6GB	S	G				ID1001
ID1003				Hard drive capacity	128Gb						
ID1003				Color	Space Grey						
ID1003				Size	12.9 in						
ID1004	NEW Apple iPad Pro	NEW Apple iPad Pro 6GB 1TB 12.9 Inch iPadOS Tablet - Silver	Apple Ipad	RAM Memory	6GB	S	G				ID1001
ID1004				Hard drive capacity	1T						
ID1004				Color	Silver						
ID1004				Size	12.9 in						
ID1005	NEW Apple iPad Pro	NEW Apple iPad Pro 6GB 128GB 11 Inch iPadOS 4G Tablet - Silver	Apple Ipad	RAM Memory	6GB	S	G				ID1001
ID1005				Hard drive capacity	128GB						
ID1005				Color	Silver						
ID1005				Size	11 in						

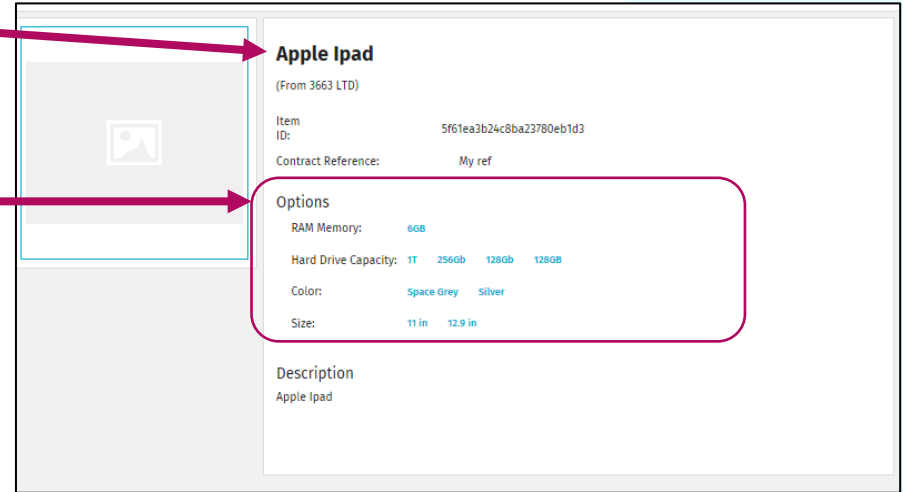
Item ID1002, ID1003, ID1004 and ID1005 are all under the matrix master item ID1001, and their item type is S, for Standard.

The **Matrix Master** field contains the item ID of the associated matrix master item, if this item is part of a matrix. If this item is the matrix master item, leave this field blank and instead set the Item Type to Matrix (M).




# MATRIX MASTER

The matrix master item (item ID ID1001) appears like this in Marketplace.

The requester can select options to order the standard items underneath the matrix master (item IDs ID1002, ID1003, ID1004, and ID1005 from the previous slide).



# BUNDLES

## IT package for new hire


(From 3663 LTD)

Item ID: ID0001

Contract References: My ref

**Description**  
Package includes a computer, a keyboard, a mouse, and a laptop backpack.

**Bundle items**



**Backpack for laptop**


Include optional item

Fixed Quantity: 1

Each

89,00 GBP

[Compare](#) | [Lists](#)




**Logitech Mouse M185**

Variable Quantity: 1

Each

15,00 GBP

[Compare](#)




**Logitech wireless keyboard**

Fixed Quantity: 1

Each

100,00 GBP

[Compare](#)



**HP 250 G7 Laptop**

Fixed Quantity: 1

Each

1 199,00 GBP

[Compare](#)

**Additional Information**

Employee type: **White collar**

UNSPSC Code: **43210000**

3							
4	Item ID	Value of Custom Attribute	Item Type	Item Class	Bundle Items	Bundle Link	Bundle Optional
5	ID0001	White collar	S	G	ID0002	F	N
6	ID0001				ID0003	L	N
7	ID0001				ID0004	F	N
8	ID0001				ID0005	F	Y
9							

Bundles group several items that are typically ordered together.

## Bundle items

If this item is the bundle master, enter the item IDs of the items within the bundle in the **Bundle Items** field, with one item ID per row. **Make sure to repeat the bundle master's Item ID in the first column of each new row!**

In the example above, the bundle master is item ID0001 (IT package for new hire) and the items in the bundle are items ID0002 (backpack), ID0003 (mouse), ID0004 (keyboard) and ID0005 (laptop)

# BUNDLE LINK

3								
		Value of Custom						
4	Item ID	Attribute	Item Type	Item Class	Bundle Items	Bundle Link	Bundle Optional	Ma
5	ID0001	White collar	S	G	ID0002	F	N	
6	ID0001				ID0003	L	N	
7	ID0001				ID0004	F	N	
8	ID0001				ID0005	F	Y	
9								


**Bundle Link** determines whether the quantity of the bundle item is Fixed (F) or Linked (L) to the bundle master. The setting here applies to the item listed in the bundle items column, not the bundle master.

**Fixed (F):** the quantity of the item does not change.

**Linked (L):** the quantity of the item is linked to the quantity of the master item.

In our previous example, if a user orders that bundle with a quantity of 5, they will receive 5 mice (linked quantity) and only one laptop, one keyboard, and one backpack (fixed quantities).


Bundle items



**Backpack for laptop**


☒ Include optional item

Fixed Quantity: 1




**Logitech Mouse M185**

Variable Quantity: 1



**Logitech wireless keyboard**

Fixed Quantity: 1



**HP 250 G7 Laptop**

Fixed Quantity: 1




# BUNDLE OPTIONAL

3							
4	Item ID	Value of Custom Attribute	Item Type	Item Class	Bundle Items	Bundle Link	Bundle Optional
5	ID0001	White collar	S	G	ID0002	F	N
6	ID0001				ID0003	L	N
7	ID0001				ID0004	F	N
8	ID0001				ID0005	F	Y
9							

**Bundle Optional** determines whether the bundle item is an optional part of the bundle (Y) or required (N). The setting here applies to the item listed in the bundle items column, not the bundle master.

If the requester does not include the optional item in the bundle, the total bundle price will no longer include the price of that optional item.



### Backpack for laptop


☐ Include optional item

Fixed Quantity: 1

Each 89,00 GBP

Not included

[Compare](#) | [Lists](#)



### Backpack for laptop

☒ Include optional item

Fixed Quantity: 1

Each 89,00 GBP

Included

[Compare](#) | [Lists](#)

# DELIVERY TYPE AND DELIVERY ID

3									
4	Item ID	Bundle Optional	Matrix Master	Delivery Type	Tax Code	Classification scheme	Classification version	Class Code	Delivery ID
24	ID0005				S	UNSPSC	19	43210000	DA1
25	ID0005								
26	ID0005								
27									
28	DA1			B	S	UNSPSC	19	78102201	
29									

**Delivery type** is only set for items with an item type of Delivery (D). It determines if the delivery charge is per item (I) or for the entire basket (B).

For **item** delivery charges, the delivery cost is for each of the items in the buyer's shopping basket that use this delivery item.

For **basket** delivery charges, the delivery cost is for all the items in the buyer's shopping basket that use this delivery item. See the user guide sheet in the workbook for more detailed information.

You can use the abbreviation (I or B), or the full word (Item or Basket).

**Delivery ID** is only set for standard items. This field contains is the Item ID of the delivery charge (delivery item) associated to it.

# PRICE, PRICE BREAKS, AND PRICE ON REQUEST

**Minimum order quantity** is the minimum number of units that can be purchased at the stated price. When several minimum order quantities are added for one item, this creates price breaks. In the example above:

- Requester can order 1-9 items for 300 GBP each
- Requester can order 10-19 items for 290 GBP each
- Requester can order 20 items for 275 GBP each
- For orders of 21 items or more, the price is by request only.

**Price** is the price of the item, per unit, at that minimum order quantity. Leave blank for Price on Request items.

**Is price on request?** If Yes (Y), the price must be requested from the supplier. If No (N), a price must be entered in the **Price** field.

3								
4	Item ID	Comparison scale	Template name	Searchable	Available	Minimum order	Price	Is price on request?
58	ID1006	1		Y	Y	1	300	N
59	ID1006					10	290	N
60	ID1006					20	275	N
61	ID1006					21		Y
62								

**Apple iPhone SE**  
(From 3663 LTD)

Item ID: ID1006  
Contract Reference: My ref

**Description**  
Apple iPhone SE | Unlocked | 64 GB - Rose Gold

300,00 GBP

1 Add

UOM: Each  
Purchase Increment: 1 Each

Price Breaks:	
1	300,00 GBP
10	290,00 GBP
20	275,00 GBP
21 +	Price On Request

*Price on request when the order quantity is 21 or more*

# MINIMUM ORDER QUANTITY – DELIVERY ITEMS

The Minimum Order Quantity is interpreted differently for Delivery items.

- For item delivery charges, the number entered is the minimum quantity of items (with this delivery charge) that the buyer must have in their shopping basket to take advantage of the price break.
- For Basket delivery charges, the number entered is the minimum amount of money that the requester must spend (on items with this delivery charge) from this shopping basket to take advantage of the price break.

# SOME ADDITIONAL DEFINITIONS

<b>Sales unit of measure</b>	The units in which the goods or service are priced and delivered. The UNECE unit of measure code must be used. A list of all recognized codes can be found on the <b>UOM Definitions</b> tab of the workbook.
<b>Number in order unit</b>	The number of individual items in each Order Unit. This is useful when items are sold in compound units of measure, such as a Box of 6 or a Pack of 20. Use 1 if the unit of measure is Each (EA), if it is a dimension, such as Kilograms or Liters, or if you're not sure whether this information is applicable.
<b>Quantity interval</b>	The interval in which units can be ordered. If 5, buyers could order 5, 10, 15, etc.
<b>Manufacturer name</b>	The name of the item's manufacturer
<b>Manufacturer part ID</b>	The manufacturer's part number
<b>Lead time</b>	The typical amount of time it takes for this item to be delivered to the buyer, in days.
<b>Comparison unit of measure</b>	An alternative unit of measure that can be used to better understand and compare the item's price.
<b>Comparison scale</b>	The price per unit of the item for the comparison unit of measure.
<b>Template name</b>	The name of the item template to be applied to the item. The template must already exist in Product Manager.
<b>Searchable</b>	Whether the item is shown in catalog search results (Y) or is hidden from search results (N).
<b>Available</b>	Whether the item is currently available to purchase (Y) or is out of stock (N).

In the previous example of our iPad matrix, only the matrix master item is set as Searchable. This means that the standard items within the matrix were not searchable through the catalog, but could instead be found by opening the matrix master item from the catalog and selecting the appropriate options.

# UPLOADING THE FILE

When your file is ready, go to **Product Manager > Loader**.

Click **Upload Files**.

The screenshot displays the Basware Content Loader interface. The top navigation bar includes the 'basware' logo and tabs for 'Dashboard', 'Product Manager', 'Quotes', and 'Supplier Portal'. A secondary navigation bar below it contains links for 'Home', 'Items', 'Item Templates', 'Loader' (which is the active tab), 'Media', 'Price Lists', 'Agreements', and 'Tax'. The main content area, titled 'Content Loader', features a grid of cards. The 'Uploading' card shows a count of 12. The 'Issues' card shows a count of 11. The 'Upload Files' card is highlighted with a red border and a red arrow pointing to it from the text 'Click Upload Files.' in the preceding text block. This card contains the text: 'You can upload files here by selecting the mapping to use and any extra data that may be needed, and then dropping your file in the box.' Other cards include 'Mappings' (count 1), 'Mapping Directory', 'Upload Status', 'Content Loading Templates', and 'Automation'.

# UPLOADING THE FILE

Choose the **Super Content Loader Excel** mapping.

Select your Excel workbook as the source file.

Choose whether to merge your uploaded items with the existing catalog or create a new catalog.

Select the Output Type:

- Supplier: Products and Price List
- Buyer: Agent Agreement

Select your UNSPSC version.

The screenshot displays the 'Upload files' interface. On the left, the 'Options' panel includes an 'Upload' button and several dropdown menus: 'Mapping' (set to 'Super Content Loader Excel'), 'Source File' (with a 'Choose a File' button), 'Enter an Action' (set to 'Merge with existing items'), 'Output Type' (set to 'Products and Price List'), 'Language' (set to 'English (UK)'), 'UNSPSC version' (set to '19'), and 'Currency' (set to 'GBP'). The main area on the right features a large dashed box with a plus sign and the word 'Upload'. Below this, a file entry is shown: 'Marketplace\_Super\_Content\_Loader File \_20.10 release.xlsx', which is 3.16 MB and was last modified on Sep 22, 2020, at 12:49:48 PM.

# UPLOADING THE FILE

After uploading, you can see the staged data here. Errors and warnings in the data, such as invalid field entries, will be highlighted. You can fix the data from this view.

**Staging**

**Results** Cancel Commit

Data Load:  
**Super Content Loader File \_ 20.10 release (PROCESSING)**

Validation Status:  
**VALID**


Mapping:  
**Super Content Loader Excel**

☒ All  
☐ Error  
☐ Warnings

	Row Number	Item ID	Item Name	Item Type	Delivery Item ID	Delivery Type	Delivery Basket Attribute	Unit of Measure	Number in an order unit	Price Breaks			T
										Minimum Order Quantity	Unit Price	Price On Request	
✓	15	ID0003	Logitech Mouse M185	STANDARD	DA1		PRICE	EA	1.00	1.00	15.00	false	S
✓	19	ID0004	Logitech wireless keyboard	STANDARD	DA1		PRICE	EA	1.00	1.00	100.00	false	S
✓	23	ID0005	Backpack for laptop	STANDARD	DA1		PRICE	EA	1.00	1.00	89.00	false	S
✓	27	DA1	UPS express delivery	DELIVERY		BASKET	PRICE	EA	1.00	1.00	19.99	false	S
✓	29	ID1001	Apple Ipad	MATRIX	DA2		PRICE	EA	1.00				S
✓	34	ID1002	NEW Apple iPad Pro	STANDARD	DA2		PRICE	EA	1.00	1.00	830.00	false	S
✓	4	ID0001	IT package for new hire	STANDARD	DA1		PRICE	BX	1.00	1.00	0.00	false	S
✓	40	ID1003	NEW Apple iPad Pro	STANDARD	DA2		PRICE	EA	1.00	1.00	898.00	false	S






# UPLOADING THE FILE


When viewing staged data, you can see your price breaks by clicking . The same approach for custom attributes and all other fields that allow multiple values for each item.

On the next slide, see an example of custom attributes and bundles.

Row Number	Item ID	Item Name	Item Type	Delivery Item ID	Delivery Type	Delivery Basket Attribute	Unit of Measure	Number in an order unit	Price Breaks				
									Minimum Order Quantity	Unit Price	Price On Request		
✓	40	ID1003	NEW Apple iPad Pro	STANDARD	DA2		PRICE	EA	1.00	1.00	898.00	false	S
✓	45	ID1004	NEW Apple iPad Pro	STANDARD	DA2		PRICE	EA	1.00	1.00	867.00	false	S
✓	50	ID1005	NEW Apple iPad Pro	STANDARD	DA2		PRICE	EA	1.00	1.00	789.00	false	S
✓	55	DA2	UPS standard delivery	DELIVERY		ITEM	PRICE	EA	1.00	1.00	10.00	false	S
✓	57	ID1006	Apple iPhone SE	STANDARD		ITEM	PRICE	EA	1.00	1.00	300.00	false	S
									10.00	290.00	false		
									20.00	275.00	false		
									21.00		true		
✓	9	ID0002	HP 250 G7 Laptop	STANDARD	DA1		PRICE	EA	1.00	1.00	1,199.00	false	S

# UPLOADING THE FILE

Custom attributes		
	Name	Value
<input type="checkbox"/>		
<input type="checkbox"/>	RAM Memory	6GB 
<input type="checkbox"/>	Employee type	White collar
<input type="checkbox"/>	RAM Memory	6GB 
<input type="checkbox"/>	Hard drive capacity	128Gb
<input type="checkbox"/>	Color	Space Grey
<input type="checkbox"/>	Size	12.9 in
<input type="checkbox"/>	RAM Memory	6GB 
<input type="checkbox"/>	Hard drive capacity	1T
<input type="checkbox"/>		

Bundles		
Bundle item	Fixed or Linked Quantity	Mandatory
ID0002	FIXED	false 
ID0003	LINKED	false
ID0004	FIXED	false
ID0005	FIXED	true

# UPLOADING THE FILE

When all the data is correct on the Staging page, click **Commit** to add your data to Product Manager.

Staging

Results Cancel Commit

Data Load:  
Super Content Loader File \_ 20.10  
release (PROCESSING)

Validation Status:  
**VALID**

Mapping:  
Super Content Loader Excel

☒ All  
☐ Error  
☐ Warnings

	Row Number	Item ID	Item Name	Item Type	Delivery Item ID	Delivery Type	Delivery Basket Attribute	Unit of Measure	Number in an order unit	Price Breaks			T
										Minimum Order Quantity	Unit Price	Price On Request	
✓	15	ID0003	Logitech Mouse M185	STANDARD	DA1		PRICE	EA	1.00	1.00	15.00	false	S
✓	19	ID0004	Logitech wireless keyboard	STANDARD	DA1		PRICE	EA	1.00	1.00	100.00	false	S
✓	23	ID0005	Backpack for laptop	STANDARD	DA1		PRICE	EA	1.00	1.00	89.00	false	S
✓	27	DA1	UPS express delivery	DELIVERY		BASKET	PRICE	EA	1.00	1.00	19.99	false	S
✓	29	ID1001	Apple Ipad	MATRIX	DA2		PRICE	EA	1.00				S
✓	34	ID1002	NEW Apple iPad Pro	STANDARD	DA2		PRICE	EA	1.00	1.00	830.00	false	S
✓	4	ID0001	IT package for new hire	STANDARD	DA1		PRICE	BX	1.00	1.00	0.00	false	S
✓	40	ID1003	NEW Apple iPad Pro	STANDARD	DA2		PRICE	EA	1.00	1.00	898.00	false	S

# THANK YOU

Still have questions? Find more info and get help at <https://basware.service-now.com/bw>