# CSV / XML import

(Product creation, price & inventory import)

## What is a CSV / XML import?

The CSV / XML import is used to create products and update them. Furthermore, we can automatically update the prices and inventories according to your wishes, controlled by a cron job.

## Who carries out the import?

The import of the products via CSV / XML can be a bit complicated at the beginning, so we are happy to take over the import of the file. If you already have experience with CSV files, we will be happy to activate this area for you, and you can then upload and edit the files yourself.

## How is the data made available?

You are welcome to send us the corresponding file or a link to the file by email. support@for-vegans.com

If you make a copy of the sample file and edit it on Google Sheets, you are also welcome to share the file with support@for-vegans.com, so we can help you fill in the columns.

# How should the file be structured?

This document explains the required structure of the file.
You will also find links to the sample files.

Please fill in the sample file template according to our specifications with your products and information or adapt your own file to meet our specifications.
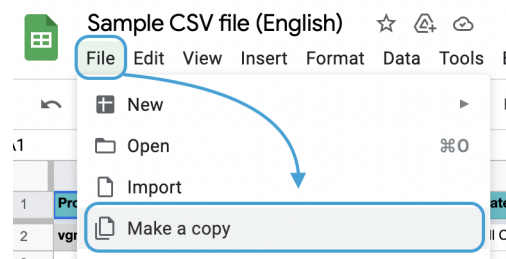
Required syntax of the quote import template:
> file format: .CSV/.XML
> consistent column separators (field separator): comma ',' or semicolon ';'.
> field delimiter characters for comma separation (field quoting): inverted commas '"'
> File encoding: UTF-8
> Spaces cannot be processed at the beginning and end of each column.

## Sample file in CSV format

The files linked here can be customised. Use the dropdown function under the individual categories/features to see which options are available.

i. Only values from the dropdown selection can be imported. If a certain property is missing, e.g. a certain colour or material, please write to us and we will add it immediately..

Simply create a copy of the existing file in Google Drive and you can customise the file without making the changes publicly, visible to everyone.



This way, the file can simply be filled in on Google Sheets and then downloaded or simply serve as a template if one's own, already existing, CSV file is to be adapted.

## Produkt code (SKU)

The SKU is the important value that must be unique and mandatory for each of your products. The SKU is the anchor point for product, inventory and price updates.
The code can contain numbers, letters or combinations thereof (up to 32 symbols).

Example: B0002OG6NY

**i**. The product code the main feature that must be different for each product (including variations). If the value of the field matches an already existing product code, the data of this product will be overwritten.

## Language

Available languages: en, de, fr
A language code consisting of two lower case letters.
If several languages are to be imported at the same time, each product must have a new line per language.

| Product code | Language | Vendor | Product name | Category |
|---|---|---|---|---|
| vgn269 | en | VendorAccount | Brand - Product | All Categories///Vegan shoes//. |
| vgn269 | de | VendorAccount | Brand - Product | Alle Kategorien///Vegane Schu |
| vgn269 | fr | VendorAccount | Brand - Product | Toutes Catégories///Chaussure |

We recommend doing a separate import for each language, as otherwise large files quickly become confusing and convoluted.

## Vendor

Your name as it is stored in the marketplace. Please make sure that the name has exactly the same spelling as in the shop so that the items can be correctly assigned.

## Product name

Enter the item name here that will be displayed in the marketplace.

**Structure of the name:** <u>Brand</u> Hyphen <u>Designation/Model</u>

**Example:** Grand Step Shoes - Alexis

## Category

The categories are the complete path to the classification of the products.

Category tree: **Here** you will find the overview of our categories.

The available categories can also be seen via the sample file and can also be selected directly there.

**Structure of the categories in the file**
The Delimiting sign is ///
Example:  Computer///Desktops

Products can be classified in several categories at the same time. Example: If a shoe is unisex and should be displayed with women's and men's shoes.
The individual categories must be separated by a semicolon (;) ";".

Structure: Computer///New Products;Computer///Desktops

If a desired category does not yet exist, please write to our support, as soon as we have created a new category, we will place the products in your desired category. In the meantime, you can use this path for products if the appropriate category is currently missing:

Path: **Products without category**

## i. Secondary category

This column only exists in our sample file because the dropdown function of the file only allows one category path per column.

If you create your own import file, main & secondary categories can exist in one column, they just have to be separated with a semicolon ( ; ).

## Price

The price is the amount you want to sell the items for.
The currency is always Euro, the decimal sign is always the decimal point.
Format: 0.00 EXAMPLE: 26.80

## List Price (optional field)

The List Price is the RRP for the product. It is used to display a promotional price (floor price) when the List Price is higher than the Price.
Discount = List Price - Price.
The currency is always Euro, the decimal sign is always the decimal point.
Format: 0.00 EXAMPLE: 120.00

## Quantity

The quantity of the product that you would like to offer via our marketplace and that you can currently deliver or have in stock.
Example: 50

**i**. In the case of variants, the quantity must be indicated for each variant.

## Images

Several product images can be uploaded at the same time. The first image is also the title image of the product. The individual images are separated from each other by the image separator (///). All images are in one column.

Structure: Pic1///Pic2///Pic3

Example: www.image.jpg//www.additional_image.jpg

## Description

The product descriptions must be uploaded in HTML format.
**Attention**: Only <p></p>  <b></b> und <ul></ul> tags are allowed.

Example:
<p><b>ClimaCool</b> is softer than cotton and resists pilling better than other natural and synthetic fibers.</p>

**i**. Caution with XML: XML and HTML tags both look the same (<...>), so the HTML tags must be distinguished from the XML tags.
A text with HTML markup must be imported as follows:
<![CDATA[<p><i>ClimaCool</i> is softer than cotton and resists pilling better than other natural and synthetic fibers.</p>]]>

## Variation Group

The Variation Group Code is used to group multiple product variations together so that customers can make a selection within the product. For example, if you want to offer a T-shirt with features such as "size" and "colour", then all product variations must have the same variation group code so that the system knows that it is a variation item.

**i**. The Variation Group Code should always contain the name of the vendor.

**Structure:** Vendor name (or abbreviation) followed by a combination of numbers. The variation group code can only contain digits, Latin characters, hyphen (-) and underscore (_).

Example: VendorName-123

Attention: Variants of products must each be in their **own line** in the file and must also have their **own SKU**.

**i**. In order to be able to create variants, the features such as colour, size and brand must be defined in the respective product lines.

# Features

Features are the characteristics of the products, such as the brand, colour, material and size. Each attribute must be entered in its own column.
Features are linked to the categories and must already exist within the system for them to be imported.

In the sample file you can see which features are available as options for the existing categories.

**i**. Some properties, such as heel height for shoes or certain lengths, require the entry of numbers. These can also contain a decimal separator, but this must be the decimal point.
Example - Heel height in cm: 7.5

# Criteria

for vegans has 7 criteria that can be fulfilled by products.
You can assign these criteria manually to products or import them via a CSV file. Each criterion has its own column.

The criteria ( click here for more details on each criterion)

1 **Plastic Free**
2 **Zero Waste**
3 **Made in Europe**
4 **Low CO2**
5 **Eco / Natural**
6 **Fair / Social**
7 **Recycled / Upcycled**

A "✔" must appear in the columns of the individual criteria if the respective product fulfils this criterion.

Each criterion has its own column.
Format: ✔

**i.** In our sample file, you will find checkboxes in the criteria columns. These checkboxes automatically fill a "✔" in the respective column, when checked.

# Import for prices and inventory

The import for prices and inventory is controlled by a cron job that automatically updates the prices and inventory according to your wishes.

Example: We configure the update in such a way that the stocks and prices are updated every 2,4,6 or 12 hours - or daily at the same time, e.g. at 02:00 at night.

Prerequisite: We need a link to an up to date CSV / XML file in order to configure the cron settings..

## Essential fields when updating prices and inventory

### Product code (SKU)

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Discount = List Price - Price.
The currency is always Euro, the decimal sign is always the decimal point.
Format: 0.00
Example: 120.00

### Quantity

The quantity of the product that you would like to offer via our marketplace and that you can currently deliver or have in stock.
Example: 50

**i**. In the case of variants, the quantity must be indicated for each variant.

## Sample file for inventories and prices

Since fewer columns are needed for inventory/price imports, you can also use a sample file from us here.
You can find it in the same Google Drive folder as the other sample files, or simply click here to go directly to the folder.

# Note on sample files:

Please always make sure that you do not make changes in the template file itself, but that you make a copy of it.

Changes to the template file are not only freely accessible to everyone, but are also regularly deleted when the template file is restored to its original state, or when categories or features are added during updates.

The template file is always up to date and can be consulted to see what categories or features exist.