

# **Product Code Pages**

This guide will explain the features and functions a product code page offers.

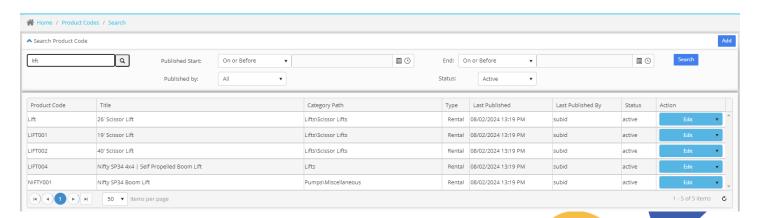
### iNextAdmin - How to Find a Product Code Page

Login to iNextAdmin tool and Click Product Codes from the Main Menu on the left



You can search for a product code by typing in the product code number, title and click the blue search button, or you can click the magnifying glass icon to search for all product codes within any category or subcategory.

You can search by publish date with the publish start / end fields. You can also search by the status Active, Inactive, or All. If you are having trouble finding a certain asset, you may want to switch the status field to: All.

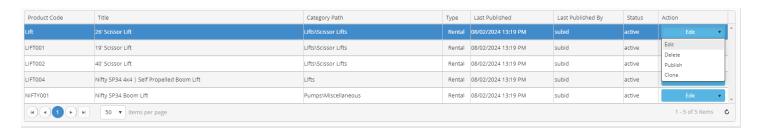


After searching, you will see a list including the Product Code, Title, Category Path, Publish Information, and Status.

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If you click the edit button on a product code page, a dropdown menu will appear with the following options: Edit, Delete, Publish, and Clone.

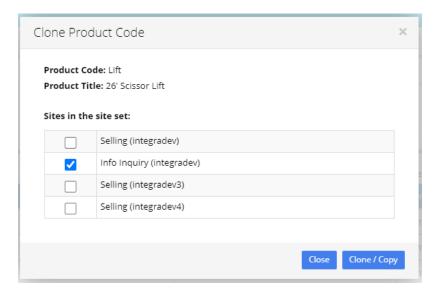


Edit – selecting this takes you to the product code page of a selected row.

**Delete** – selecting this allows you to delete the product code.

Publish – selecting this allows you to publish an individual product code.

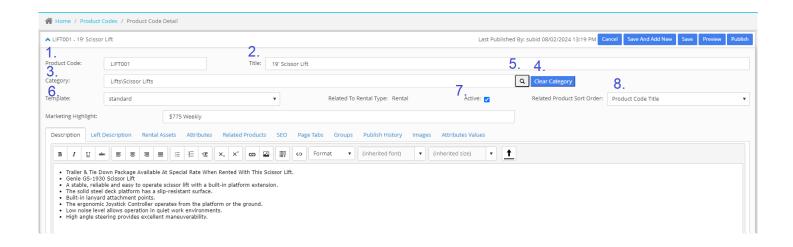
Clone – selecting this allows you to clone a product page to a different "site set" or database on your server, for example an info inquiry site set for selling Used Equipment.





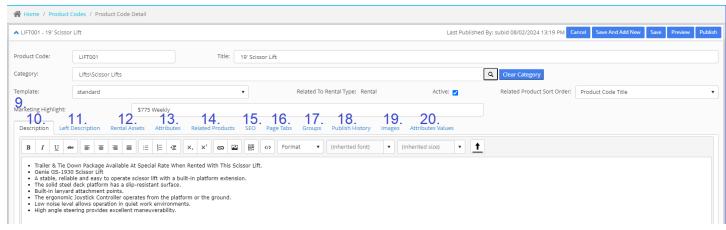
# **Product Code Pages**

Once you've opened a product code page, you will see this screen where you can view/modify several settings.



- 1. **Product Code** this field contains the product code number, which typically matches the rental asset master id number, (called erpProductNumber) in eRental.
- 2. Title this field contains the product code title, which is the main title of the product page.
- 3. **Category** this field contains the category/subcategory path where the product code page is assigned.
- 4. Clear Category Button before assigning a new category path for a product code page, you'll need to clear the category from the category field by clicking this blue button.
- 5. Category Search Button after you have cleared the existing category, you can click this button to select a new category to assign to the product code.
- 6. **Template** standard is the default template. If you want to use related products, you'll need to update this template to DefaultWithAddOns *or* FullDayWithAddOns. If you want to remove the ability for a user to add this product code to a cart and complete checkout, update the template to Call To Book Now *or* Call To Book Now No Rates.
- 7. Active Checkbox When the box is checked, the product code page is active and live on your eRental site once published. If the box is left unchecked, the product code page will not be visible on the site.
- 8. Related Product Sort Order this dropdown allows you to change the order of which related products are sorted. You have the option of sorting by product code title or product code. Both are alphanumeric.





Note: The page tabs are described in more detail further in this document.

- 9. Marketing Highlight the text you put in this field is featured on the product thumbnail.
- 10. **Description Tab** this tab's field shows on the product code page, below the availability check.
- 11. **Left Description Tab** this field shows on the product code page on the left below the main image.
- 12. **Rental Assets** this tab contains the erpProductNumber (rental asset master id) tied to this page.
- 13. Attributes this tab contains any attributes assigned to the product code.
- 14. Related Products this tab contains product codes assigned as related products.
- 15. SEO this tab allows you update meta data for the product code page.
- 16. Page Tabs this tab allows you to add and edit content of page tabs on the product code page.
- 17. Groups this tab contains groups, if any, this product code page is assigned to.
- 18. **Publish History** this tab contains the publish history of a product code page.
- 19. Images this tab overrides/hides images tied to the Rental Assets. Not recommended to use.
- 20. Attributes Values this tab allows you to select the values of attributes assigned to this page.

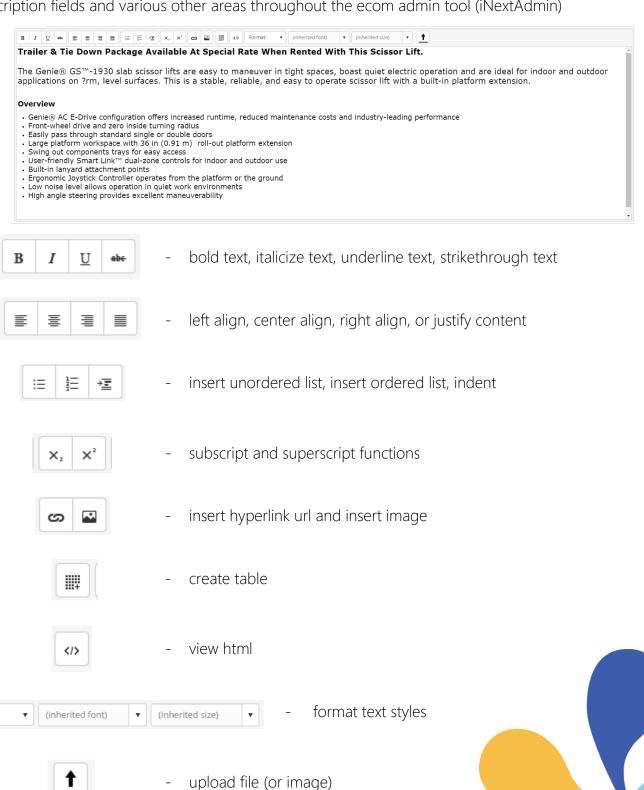
In the top right corner of the page.. you can save and publish any changes to your customer-facing site.



- 21. Cancel cancel any changes (you can also just hit the refresh button in your browser)
- 22. Save And Add New saves the current product code page and opens a brand new product code page to edit (not commonly used)
- 23. Save saves the changes you have made to this page.
- 24. **Preview** opens a new window to show a preview of the changes to the product code page.
- 25. Publish publishes only this individual product code page and it's changes to the eRental site.



Rich Text Editor – this editor allows you to easily customize the information you choose to put in the description fields and various other areas throughout the ecom admin tool (iNextAdmin)

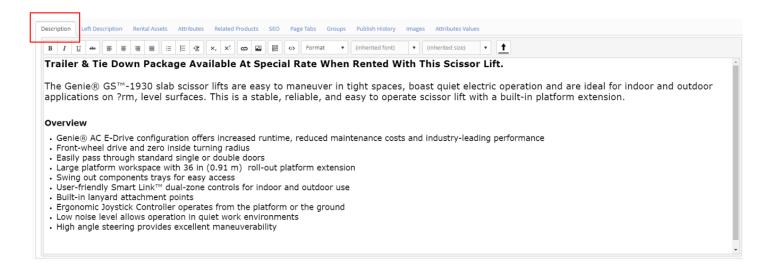


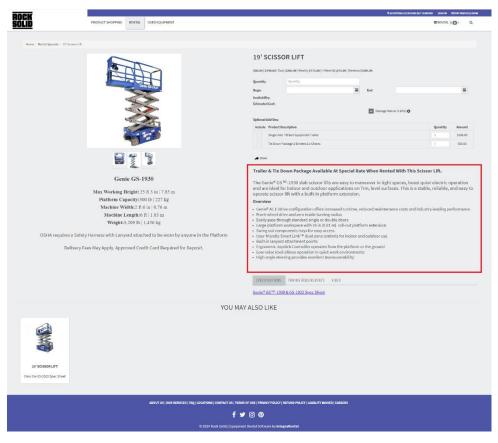
Format



### **Description Tab**

The description tab offers a rich text editor and html editor that allows you complete control over customizing the content that will show up in the description section of a product code page once it's published on your customer-facing ecom site.





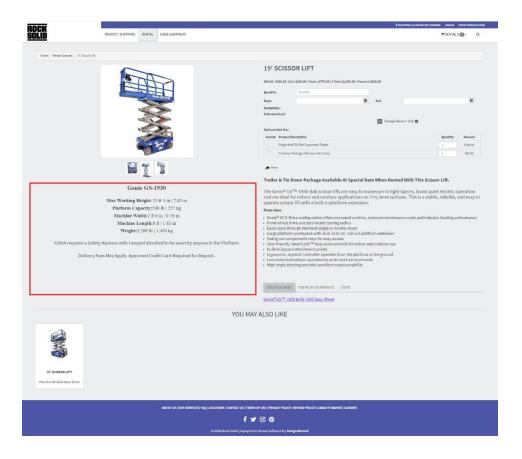




### Left Description Tab

The description tab offers a rich text editor and html editor that allows you complete control over customizing the content that will show up in the left description section, below the main image(s) of a product code page once it's published on your customer-facing ecom site.



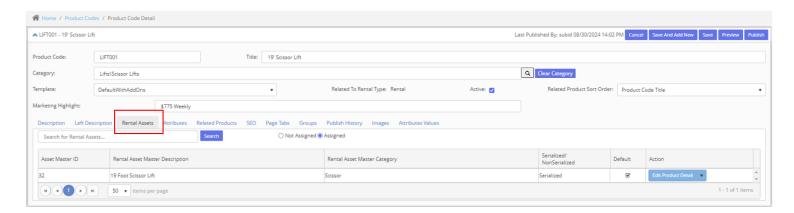






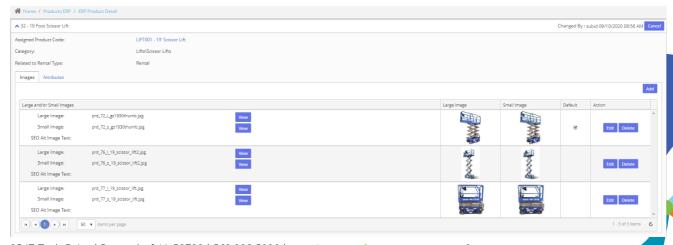
#### Rental Asset Tab

The rental asset tab contains the individual "bridges" between product code pages and integraRental. It's how this product code page displays prices and availability. Even though this business has 5 serialized 19' scissor lifts, we only need one product code page for them, because they are all tied to the rental asset master in integraRental. We call this Asset Master ID.. and it typically matches the product code number. Here you can assign and unassign rental asset master ids to a product code page via the Not Assigned & Assigned radial buttons and the search bar to the left of that. Typically, you will only have one asset master tied to a product code page.



#### Edit Product Detail – The Preferred Way to Add Images to Product Code Page

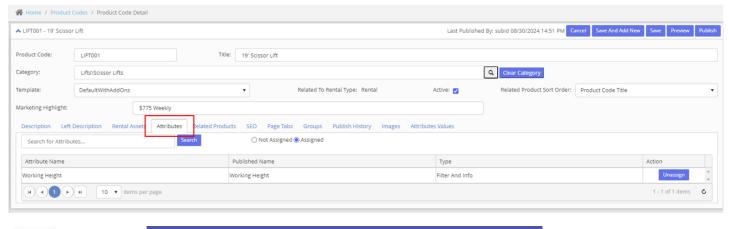
If you click into any of the cells in the row, or click the leave button, you can view, add, edit, and delete asset images here. Images tied to the rental asset master in ecom, will follow that rental asset, no matter what product code page the asset is assigned to. You get more flexibility here over the Images tab, because you're able to add and display multiple images on a product code page... while the images tab, if image is uploaded and present, will override whatever images are in here, and only display that single image. Below, the image selected as Default will always be the primary image on the page and thumbnail. If you're looking to bulk import images here, see the guide on importing product code images.

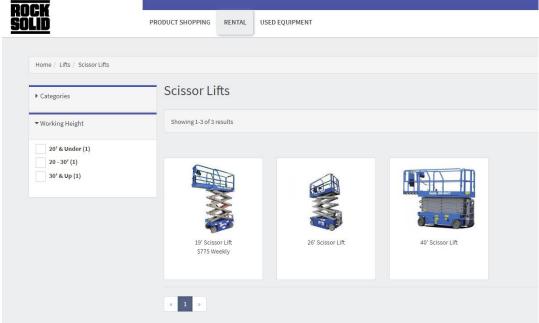




#### **Attributes Tab**

This tab will contain any attribute names (basically an attribute category) assigned to this product code. Attributes allow users to filter by desired parameters to quickly find what they're looking for within a category. For this example, the Attribute Name 'Working Height' is assigned. Each Attribute Name can have Attribute Values (see the next page) to assign. You can have multiple Attribute Names and Values assigned to a single product code. For more information on setting up attributes, please see the guides on product attributes.

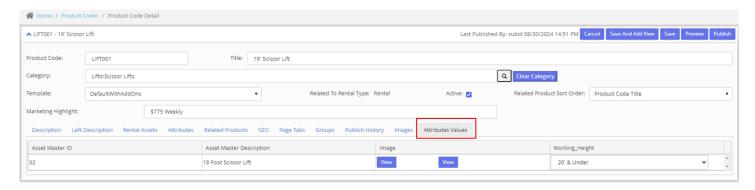


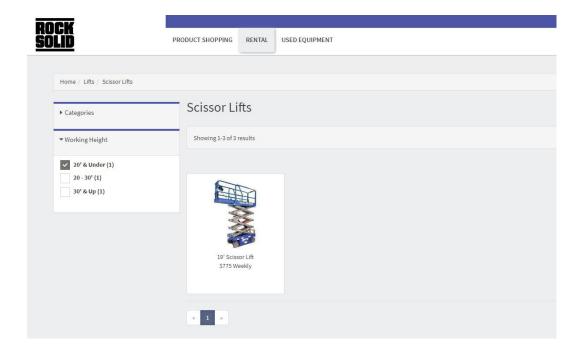




#### Attributes Values Tab

This tab will contain dropdowns to select attribute values for the assigned attributes. This is how attribute values are assigned. In this example, the 19' Scissor Lift is assigned to the 20' & Under attribute value within the Working Height attribute name. If the attribute is set up for filter and info, a user can filter by attribute value (and mix/match for multiple attributes/values) to quickly find what they're looking for. For more information see the guides for product attributes.

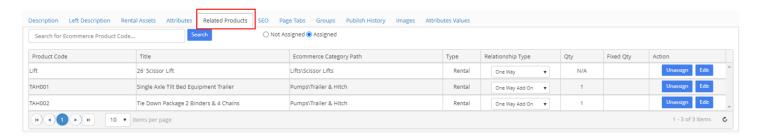






#### **Related Products Tab**

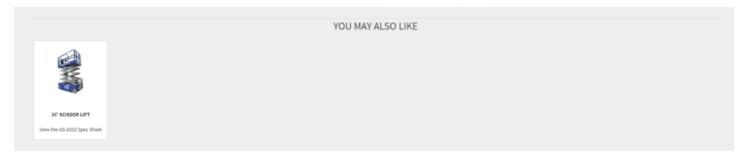
This tab gives you the ability to assign other rental assets to the current product code page. You can assign related products as one-way, two-way, optional add on, or required add-on.



One-Way: Assigning a one-way asset will show the related product in the You May Also Like section of the current product code page. In this example, the 26' scissor lift is a related product to the 19' scissor lift.

**Two-Way:** Assigned a two-way asset will show the same as one-way, with the addition of the 19' scissor lift showing on the 26' scissor lift product code page.

When an asset is assigned as a related product with a one-way or two-way relationship, it will show at the bottom of the product code page like this:



One Way Add On: This allows users to select add ons from the product code page, for example if someone needed to rent a trailer & tie down package with the lift, it's right there to check availability and add to cart.

One Way Required: this will automatically assign the related product to the cart when the original product code/asset is added to the cart.

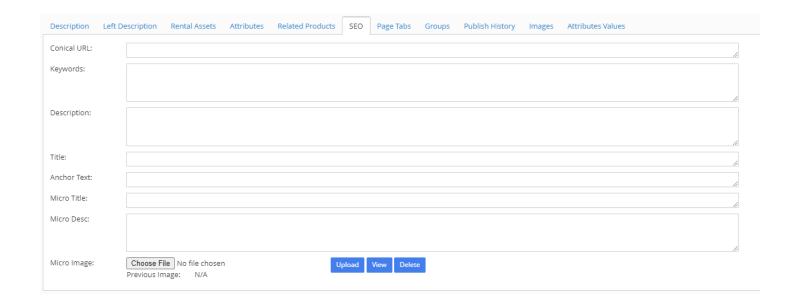






#### **SEO Tab**

For those with the technical know-how, the SEO tab allows you to add meta data to individual product code pages including canonical URL, keywords, description, title, anchor text, micro title and description, and micro image.

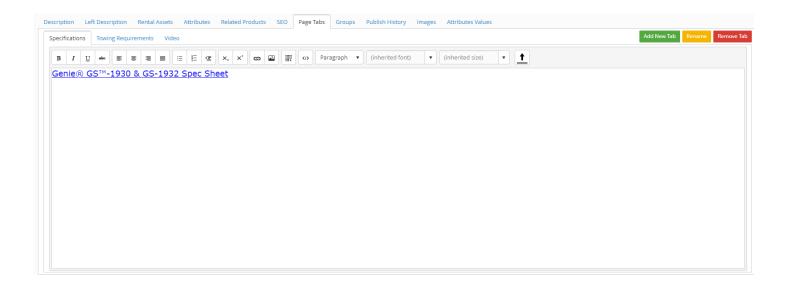




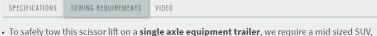


## Page Tabs Tab

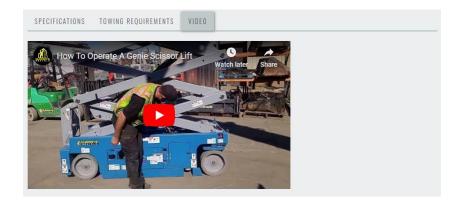
Page tabs on a product code page can help you organize helpful content to your customers based on a topic, without cluttering up the page itself. Each tab can be customized with the same widgets and html box as the description tabs. For example, this 19' scissor lift product code page has tabs for Specifications, Towing Requirements, & Video.







- To safety tow this scissor lift on a single axte equipment traiter, we require a mid sized SOV, truck or van. You must have a 2" receiver type hitch that is attached to the frame of the vehicle, in good condition, and rated at 5,000 lbs. or more.
- To safely tow this scissor lift on a **dual axle equipment trailer**, we require a 1/2 ton full sized vehicle or larger. You must have a 2" receiver type hitch that is attached to the frame of the vehicle, in good condition, and rated at 7,000 lbs. or more

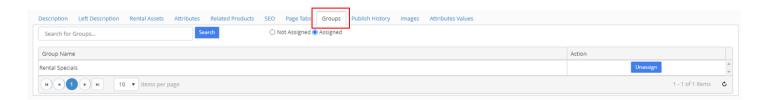






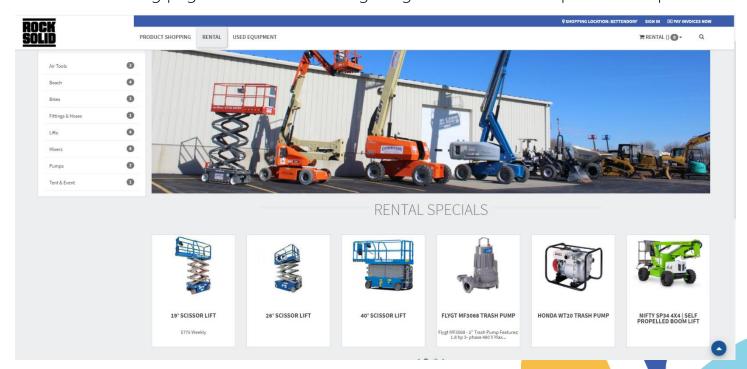
### **Groups Tab**

The groups tabs allows you assign the current product code page to one or more groups. You can showcase product codes in a group via the Sliders section of the landing page, or category pages.



You must first create a group before being able to assign a product code to it. In iNextAdmin, click the Product Code Groups from the Menu and then click Add to create a group. Once complete, you can find it in groups tab of a product code page.. by clicking the not assigned radial and clicking search. Once you assign the product code to a group, it will show when the assigned radial is selected.

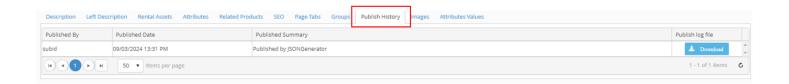
Here is the landing page with the slider being assigned to the Rental Specials Group:





## **Publish History Tab**

The tab will show when this individual product code page has been published on it's own. Full site publishes will not show here. You can see which logged in user published the page and when.







### **Images Tab**

It is not recommended to use the images tab on the product code pages. The preferred way to manage rental asset images is through the Rental Assets tab's assigned ERP Products. Uploading images via an import will assign to the ERP Product within the Rental Asset tab. Adding an image on the image tab will override any images assigned to the ERP Product and you will only have one image. If you add a large image in this tab, the software is smart enough to resize that large image and assign it as a smaller image which is what is used for product thumbnails within the categories. You can also add alt text to an image for SEO.



