

## Importing eRental Product Codes with Changes

This guide will walk you through how to export product code data from eRental and how to overwrite existing data (*except for groups, page tabs, and attributes*) by importing into eRental



### 1. Log into eRental and Export Product Codes to CSV File

iNextAdmin > Import/Export > Export Product Codes > Export to CSV

### 2. Copy/Paste the CSV File and Rename the File: Import\_Product

We will edit cells in the Import\_Product.csv to prepare it overwriting/adding new data via a product code import in eRental

*Export\_product.csv should remain saved and untouched as backup and snapshot of product codes in eRental prior to making any changes. If anything goes wrong during your import, this file can be used to restore your site to how it was prior to any changes via new import.*

Name	Type
 Export_product	Microsoft Excel Comma Separated Values File
 Import_Product	Microsoft Excel Comma Separated Values File

### 3. Open up the Import\_Product.csv

You will see several headers for data you can import into eRental. You can use the existing data in here as a guide on how to fill out the rest of the information.



## Header Key

**productCode** – think of this as the ‘Master Record’ which is the product code number for the main product page on eRental that usually has a single rental asset tied to it. Typically, the productCode and erpProductNumber have matching numbers. The product code column tells the import that we want to overwrite an existing product code page. If we were to change the numbers in this column, you would risk overwriting a different product code page than intended and may then have duplicate product code pages. Do not make changes to the data in this column.

**erpProductNumber**– this column contains the rental asset master ids we initially imported from integraRental and tells the software which product code they should be assigned to. Do not make changes to the data in this column either. Do not make changes to the data in this column.

**categoryPath** – shows you where a product code page currently lives within the existing category tree. You can make bulk edits to re-organize or tweak your categories (renaming, moving to different category, etc). The system will also create new categories if the data it reads does not already exist. If you’re removing all product codes from a category, you will see that category will not be automatically deleted, and will display as 0 rental assets within it when viewed on the eRental site (after a full site publish). You can delete unused categories via the Setup Category Tree function in eRental.

**productTitle** – this is the title assigned to the product code page. You can edit the title and the import process will overwrite that product code’s page with the new title you upload.

**productCodeDescription** – this column contains html friendly cells that allow you to add descriptions that appear on the right hand side of the product code page (below the availability check section). Any description that exists on a product code page will be here from your product code export.

**defaultErpProductImage** – this column will contain data and will help you pinpoint which product codes are missing images. These images are tied to the erpProductNumber and are not directly connected to the product code page. If you have a uploaded an image to the product code’s image tab (*not recommended*) then it will not show up in this column from the export.

**seoMetaKeywords, seoPageTitle, seoMetaDescription, seoBodyText, seoAnchorText, seoH1Text, seoMicrodataTitle, seoMicrodataDesc** – These columns allow you to use search engine optimization techniques and strategies to bolster your site on search engines.

**Template** – If you want to edit product code page templates in bulk, you can do so here. You will need to add this column as it does not export with the product code export. If you don’t need to change the template, you do not need to add this column. DefaultWithAddOns (the most common template) would most likely be the preferred template. This will show rates, availability, and allow users to check out with optional/required add-ons you can set up on the product code page. Again, you don’t need to add this column unless you are adding new product codes to eRental or if you’re correcting or standardizing all of your product codes to a specific template.

**ImageURL** – you can paste in hyperlinks of images in these cells and during the import process, the software will download those images and save them to your server and associate them to the RentalAsset (rental asset master id) in eRental (also known as the erpProductNumber) so your product code pages and thumbnails of pages will show this image. Do not attempt to upload an image url that ends in .webp as the software will not recognize this file.

## Updating Your Product Code Page Data

**Please note:** while you may have 5 serialized or non-serialized assets, for example a 19' scissor lift, the software only needs 1 product code page for the 19' scissor lift. The software is smart enough to read back that rental asset master id, where all of your individualized assets are tied to in integraRental to check for availability of all of your 19' scissor lifts. In eRental, we call the rental asset master id the `erpProductNumber`. In most cases, the `erpProductNumber` will be the same as the `productCode` page number.

**Please note:** the software doesn't handle special characters (like apostrophes) very well during import. If you notice something doesn't seem to be importing correctly, you can look to any existing special characters for clues on what to adjust to allow a successful import.

### Updating Product Code Titles

Editing the cells in the `productTitle` column will rename the titles of the product code pages tied to your rental asset master ids. This can be different than how it is labeled for your team in integraRental. For example, instead of a product code page title reading "SJ3219E Scissor" you may want to update the title to "19ft Scissor Lift" (do not use apostrophes when updating) for a more customer/user friendly asset title.

### Updating Category Paths for Product Code Pages

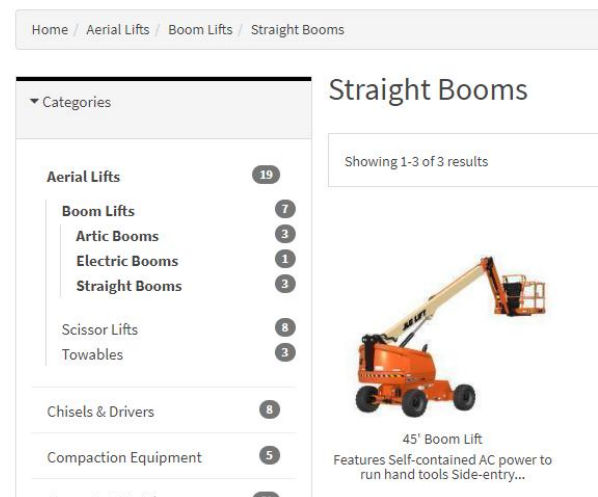
You can map product codes to existing categories and subcategories, or you can create all new categories and subcategories via Import Products function. The carrot ^ special character will indicate to the software that the text after it will be a subcategory nested beneath the text (category) ahead of that carrot.

For example, the category path for this 45' straight boom would be: **Aerial Lifts^Boom Lifts^Straight Booms**

If you wanted to move this specific product code page into a brand new, non-existent subcategory, you would update the category path on your spreadsheet.

For example: **Aerial Lifts^Boom Lifts^Electric Booms**

During importing, this would create the nested Electric Booms Category and move that 45' boom into it.





After you've finished editing the spreadsheet, save the file and begin the import process by mapping the software to the correct column headers.

## Upload Import\_Product.csv to eRental

Login to iNextAdmin > Import/Export > Import Products > Select File for Import > Map the Columns > Import Data

### Mapping Your Import

If you did not modify/add data to the following fields, these fields do not need to be mapped (*if they are mapped data will be overwritten with the data in the spreadsheet*): productCodeDescription, seoMetaKeywords, seoPageTitle, seoMetaDescription, seoBodyText, seoAnchorText, seoH1Text, seoMicrodataTitle, seoMicrodataDesc, Template, ImageURL

The following fields are REQUIRED to import:

categoryPath, productTitle, erpProductNumber

This ensures the software knows what product code and related erp asset you are updating.

**Recommendation:** Use the Save Column Mapping in the top right-hand corner for future imports.

Column Name	Column Number in CSV/Text File
Ecom Category *	categoryPath
Ecom Category Image	select
Ecom Product Code	productCode
Ecom Product Title *	productTitle
Rental Asset *	erpProductNumber
Default ERP Product For Ecom Product Code?	select
Ecom Product Description	productCodeDescription
Ecom Product Template	template
Large Image for ERP Product	imageUrl
Small Image for ERP Product	select
SEO Conical URL	seoPageConicalUrl
SEO Keywords	seoMetaKeywords
SEO Description	seoMetaDescContent
SEO Title	seoPageTitle
SEO Anchor Text	seoAnchorText
SEO Micro Title	seoMicrodataTitle
SEO Micro Desc	seoMicrodataDesc



Verify your import was successful and check out various product code pages within the iNextAdmin tool.

Run a full site publish via **iNextAdmin > Site > Publish UI > Publish Rental Site**

- Verify changes show on your customer-facing site (you may need to hard refresh with CTRL+F5 or clear your cache / open in an incognito window).

If you have any issues, please reach out to your Digital Experiences consultant or the support team through the usual channels.

