

Section 1. Interface for Managing Product Stock (Back Office)

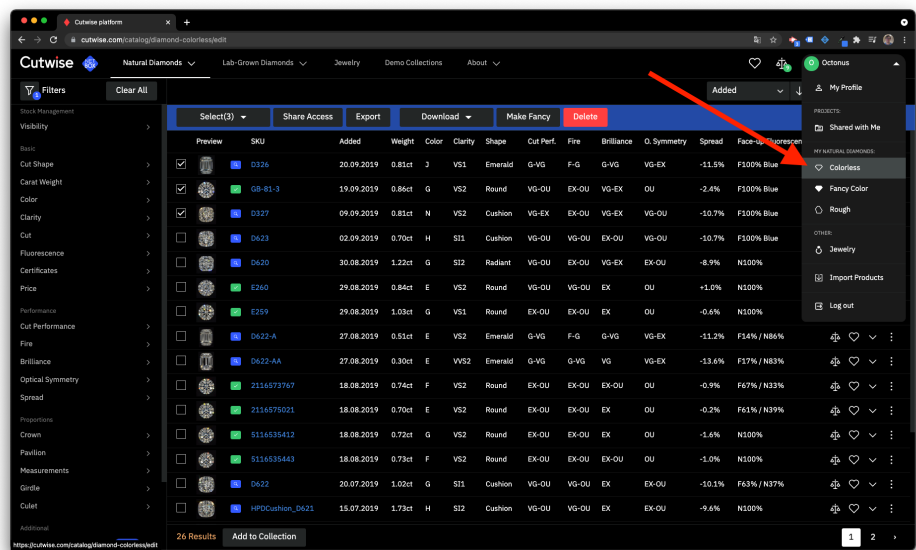
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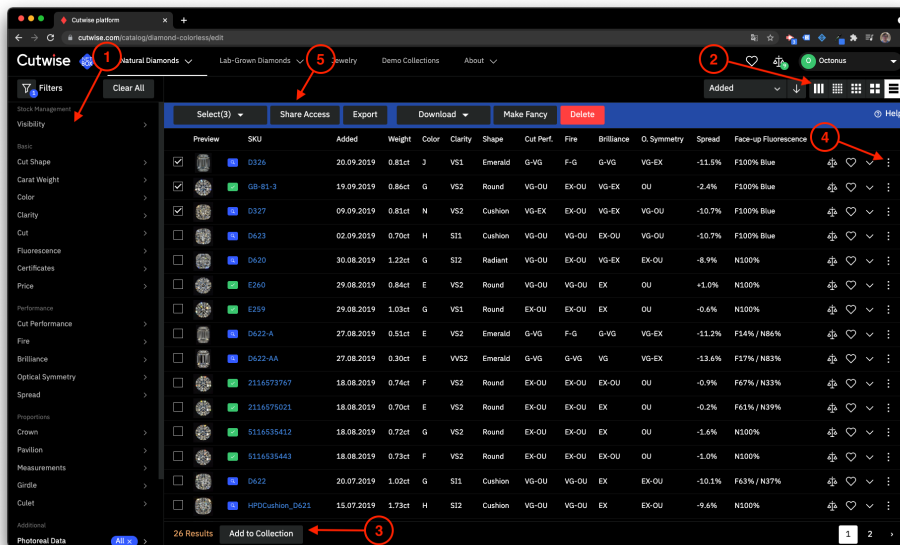
Back Office Interface

If you are permitted to add and manage products in Cutwise, you can manage products via the web interface. To do this, follow these steps:

- 1. Log in to Cutwise using the [authorization form](#). You should have the membership corresponding permissions for adding and managing products. If you do not have the permissions, please [contact us](#).
- 2. Go to the products management page, for example (colorless diamonds): <https://cutwise.com/catalog/diamond-colorless/edit>



- 3. This page lists all the products added by you sorted by the date they were added to Cutwise (colorless only - for managing different types of products, such as jewelry, you need to go to the corresponding page).



1) Search for you products using filters

Just like in the shared catalog:

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2) Manage data views

For example, switch to tiles or combo table view for the products:

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3) Quickly create a collection

⚠ Important! There is a limitation: you can include only up to 100 products in a collection.

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4) Manage each product separately

To do this, select the context menu next to the product. The following operations are available:

Edit - Go to the product editing page.

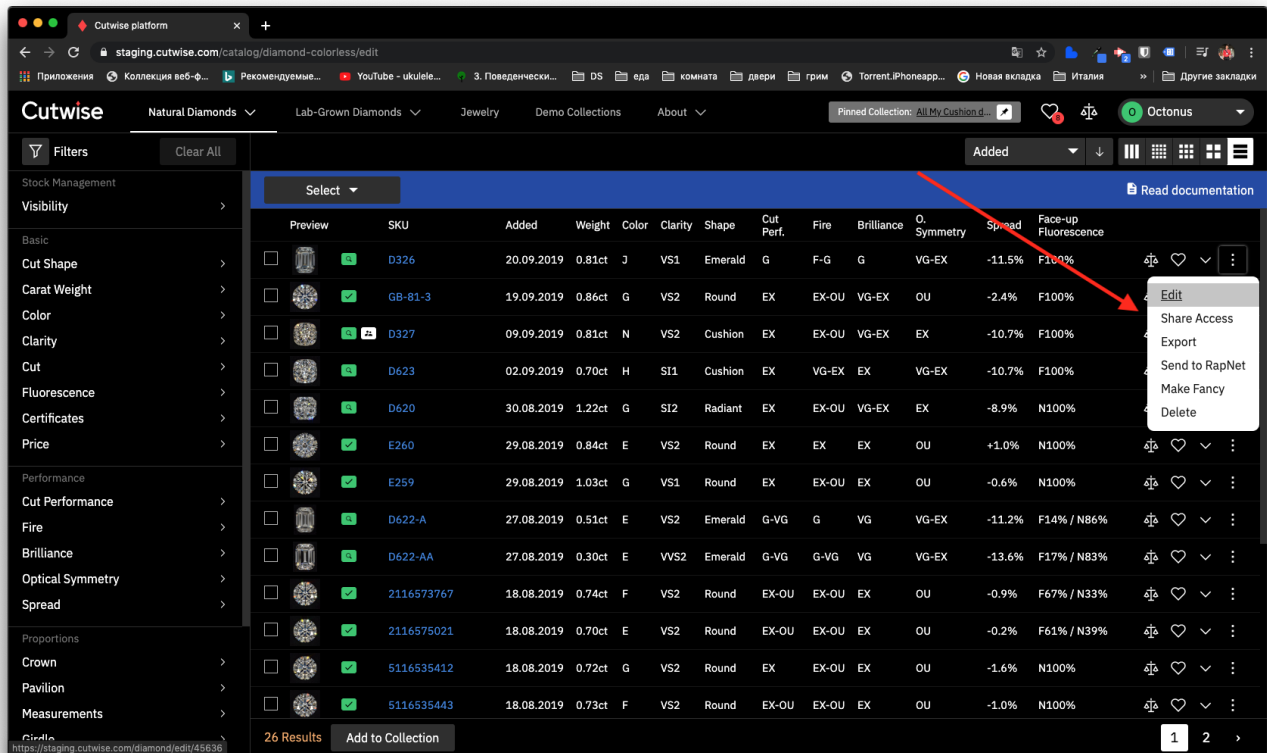
Share Access - Go to the product access management.

Export - Export product information.

Send To RapNet - Send the product to RapNet.

Make Fancy - Make the product Fancy Color.

Delete - Delete product.



5) Manage products via bulk operations

This is the main panel for managing products. The following operations are available:

Select - The element for quick selection of products presented on the page (you can also use the checkboxes to select several products) for bulk managing

Share Access - Initiate access management for all selected products.

Export - Export information on all selected products.

Download - download diamonds media files (.mp4 and .jpg).

Make Fancy - Make all selected products Fancy Color.

Delete - Delete all selected products.

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