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

On this page:

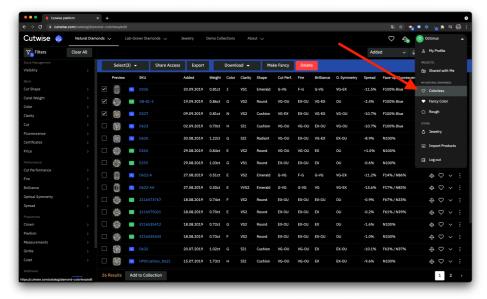
Back Office Inteface

- 1) Search for you products using filters
- 2) Manage data views
- 3) Quickly create a collection
- 4) Manage each product separately
- 5) Manage products via bulk operations

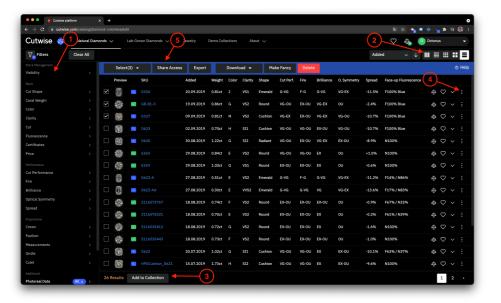
Back Office Inteface

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.

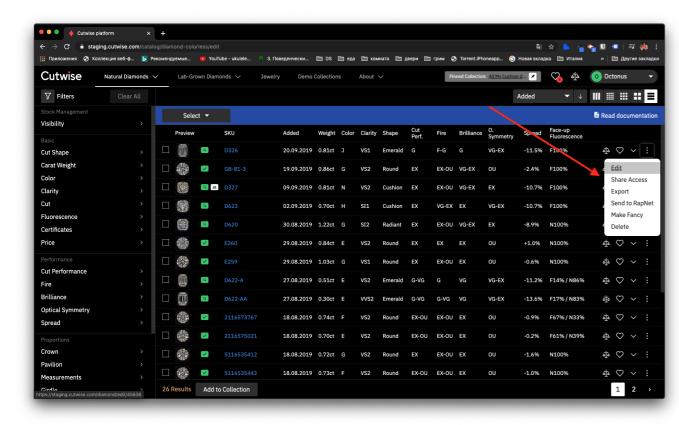
 $\mbox{\bf Share Access}$ - Go to the product access management.

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.

 $\ensuremath{\textbf{Export}}$ - 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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