

Etail Systems Tip Sheet

Objective: To add top panel tabbed tree.

Depending on the design of your site, you might need two department trees – often it's one for information & one for products, but can vary.

Usually you'll already have a department tree / tabbed tree set up on one side (if not, please ask for our department tree tip sheet).

To add a new department / tabbed tree, click the relevant button.



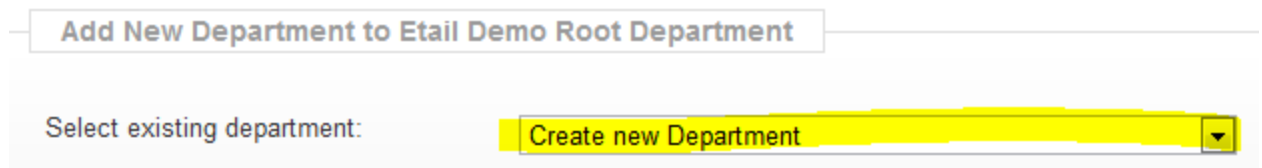
The screenshot shows two side-by-side panels. The left panel is titled 'Department Tree' and contains two buttons: 'Create Department tree' (highlighted in yellow) and 'CSV Download'. The right panel is titled 'Top panel tabbed tree' and contains two buttons: 'Create Tab tree' (highlighted in yellow) and 'CSV Download'.

Node 57

You can then start adding departments.

If you are duplicating or using any departments from the original tree, you can select your existing departments from this dropdown list.

Node 62: 4/2/5



The screenshot shows a form titled 'Add New Department to Etail Demo Root Department'. It contains a label 'Select existing department:' followed by a dropdown menu. The dropdown menu is highlighted in yellow and shows the option 'Create new Department'.

You can then continue as you usually would for adding departments.

You can of course do this via CSV and send it to us to check over and upload (please request the department CSV tip sheet if needed).

If you need help with this feature, please email support@etailsystems.com or call 0844 482 0908.