

## Etail Systems Tip Sheet

*Objective: To update your product stock, prices & statuses via a CSV, using our Web Service.*

The following tells you how to achieve this:-

Firstly, you'll need our "Stock / Price / Status Import Spec". Please ask if you do not already have this. This spec will show you the required fields & optional fields. The example below will show the Status Update CSV, although the process is the same no matter what fields you're updating.

### Preparing the CSV File

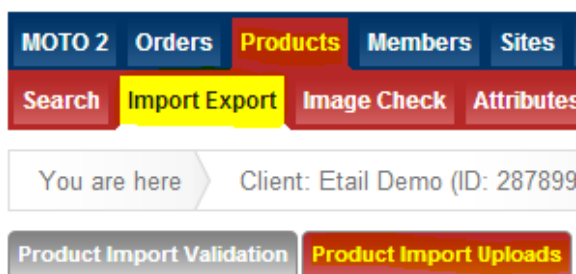
For a Status Update, you only need two columns – "ClientSKURef" & "SKUStatusID".

	A	B
1	ClientSKURef	SKUStatusID
2	ref:0000000174	1
3	ref:0000000174	1

**NB: Please make sure all headings appear exactly the same as on the spec. If not, the column heading will not be recognised. Common mistakes are missing out a capital letter or adding a space inbetween words.**

Save your file as a CSV (comma delimited) & it's now ready to be uploaded to COMS.

### Importing your CSV File via our Web Service



In COMS, go to Products > Import Export > Product Import Uploads. You'll need to upload your file under the "Product Stock CSV update". **Please tick the "Use Web Service" tick box, & then click "Update Stock"**. A success message should appear if all is correct, or an error message will appear if there were issues. In either case, please check the Log Files & these will show you what the issue was. If you need help with the log file, please let us know.

**NB: If you haven't been told you've been set up with a Service Account, please let us know. The tick box will appear whether you have or haven't been set up.**

If you need any help with updating your stock, prices & statuses, please call 0844 482 0908 or email [support@etailsystems.com](mailto:support@etailsystems.com)