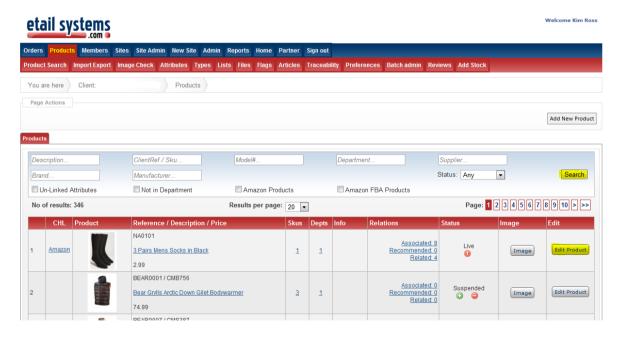# Adding your products to Amazon

## Etail Systems Tip Sheet

*Objective: To add your products to Amazon with as much information as possible, so Amazon can index your items properly. (If you already have products listed on Amazon, please see the bottom of this walkthrough)*

The following tells you how to achieve this;-

If you'd like all of your products Amazon enabled (this means they can be sent to Amazon, it doesn't send them automatically), please contact us as we can do this for you. If you only want certain to be Amazon enabled, please follow the steps below.

You need to go in to every product and set it up for Amazon. Go to 'Products' & search for the products you want to put on Amazon. Click the search button without entering any information in the boxes to bring up all your products. Click the 'Edit Product' button.
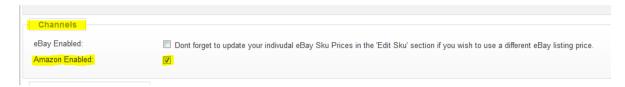


Once you're in the product, click the mini tab 'Additional Info & Overrides'.
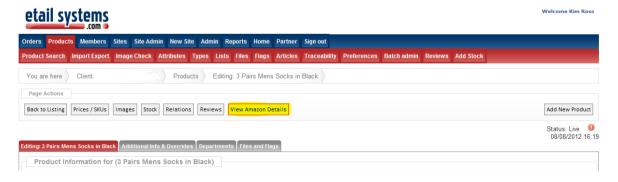
You need to scroll around 2/3 of the way down the page to the 'Channels' heading, & make sure the 'Amazon Enabled' box is ticked.

**Channels**

| | |
|---|---|
| eBay Enabled: | ☐ Dont forget to update your indivudal eBay Sku Prices in the 'Edit Sku' section if you wish to use a different eBay listing price. |
| Amazon Enabled: | ☑ |

If you only want certain SKUs of a product going to Amazon, you also need to go and edit the SKU which you want to be Amazon enabled. To do this, click the 'Prices / SKUs' button, then edit the SKU you wish & scroll down until you see 'Amazon Active' & tick the box. Don't forget to click 'Update SKU' to save your changes.

**MarketPlace Setup**

| eBay Active | ☑ Enabled | |
|---|---|---|
| eBay Sku Price: | £ | Please enter the **NON** inclusive (VAT) price. |
| **Amazon Active** | ☐ Enabled | |
| Amazon.co.uk Sku Price: | £ | Please enter the **NON** inclusive (VAT) price. |
| Amazon.de Sku Price: | € | Please enter the price including VAT EURO€. |
| Amazon.fr Sku Price: | € | Please enter the price including VAT EURO€. |
| Amazon.it Sku Price: | € | Please enter the price including VAT EURO€. |

Update SKU

You then need to click the 'View Amazon Details' button.

Click 'Import Title & Description', which will import the description from your COMS product description. You can edit the text if need be. You can also add bullet points in the boxes below. We wouldn't recommend putting prices in the descriptions (as below) as you'd have to manually change these if prices altered.

If you have a lot of HTML in your description, you will need to take this out, as Amazon doesn't accept it. Very basic HTML should be fine.
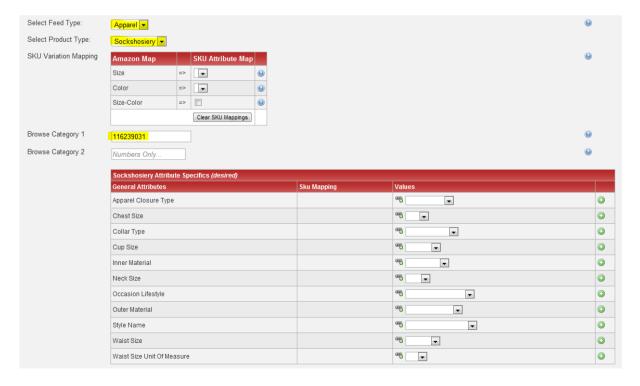
# Adding your products to Amazon



Select 'feed type' in the drop down below, then the 'product type'. If appropriate, use the SKU Variation Mapping.

**NB: If Amazon accepts both Size & Colour (or whatever your attributes are) variations, then tick the tick box just above the 'Clear SKU Mappings' button, or it'll only send the first attribute's information to Amazon.**

To get the Category numbers for Amazon (also called 'Node IDs'),  you need to download the 'Browse Tree Guides' (BTG) file when you are logged in to your Amazon Seller Central account.

There are more 'General Attributes' if applicable. Select an option from the dropdown and click the little green + button to add it to your listing.

You then need to verify your product, by clicking the button 'Verify Product Setup'. If there's anything wrong with the listing, it will tell you what it is. You must fix any errors before the system will let you continue.

Once this is done, you can submit it to Amazon by the 'Submit to Amazon' button. You then need to click 'Save Amazon Settings'.



If you already have products listed on Amazon, to make COMS & Amazon work together, you need to make sure the **Merchant SKU on Amazon** matches with the **Client SKU Ref in COMS**. COMS will then automatically keep the stock control up to date & have a link with the Amazon listing & COMS listing of that product.

Once your Amazon details are in COMS, your orders will also automatically be imported & you can start managing your orders from within your back office.

If you have any questions or need help using this feature, please email support@etailsystems.com or call 0844 482 0908.