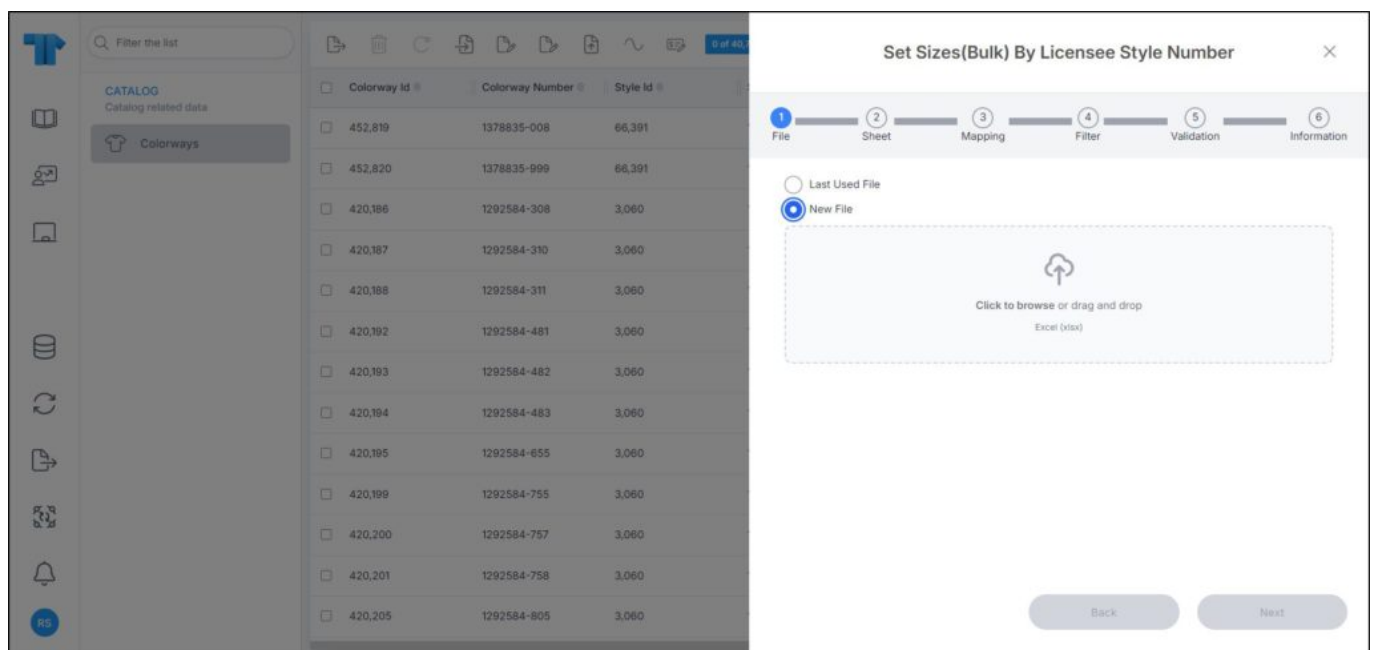


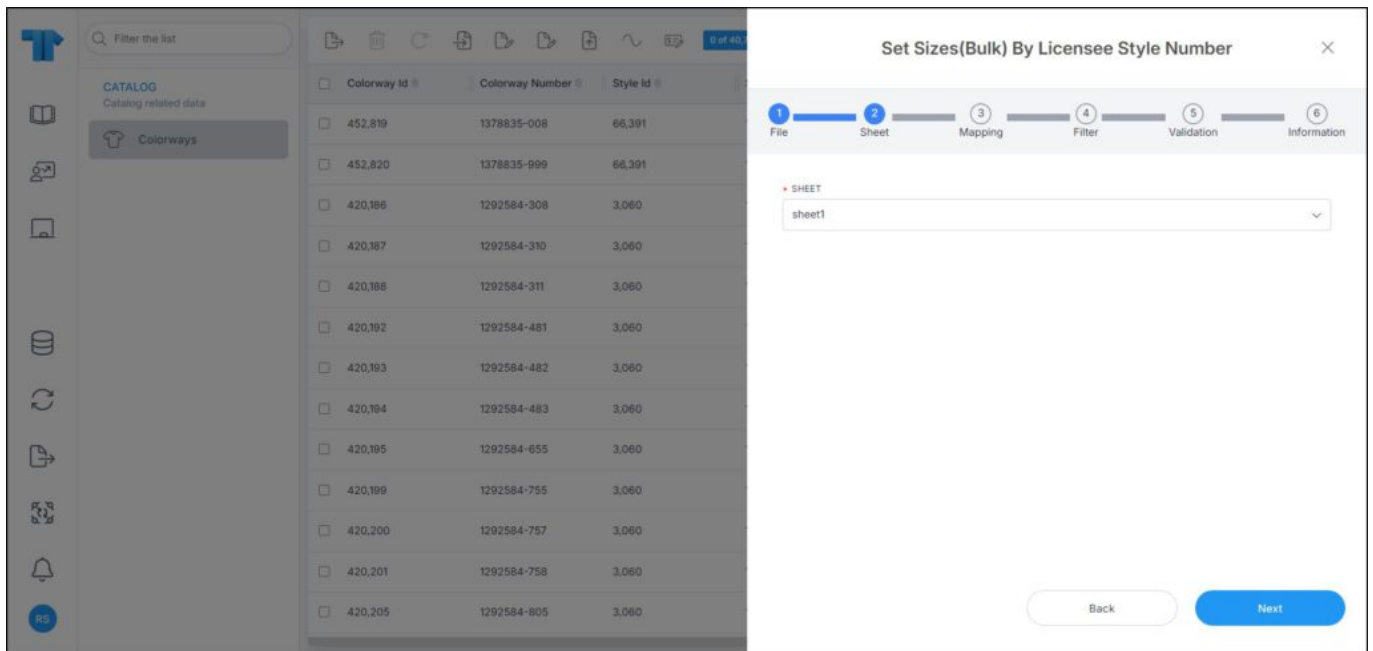
Set sizes (bulk) by licensee style number

Through this option, you can upload a file with multiple size scales to assign to licensee styles. The size scale and licensee style number should be mapped. To import a file with size scales, follow these steps:

1. Click **Set sizes (bulk) by licensee style number** button, the following window appears:

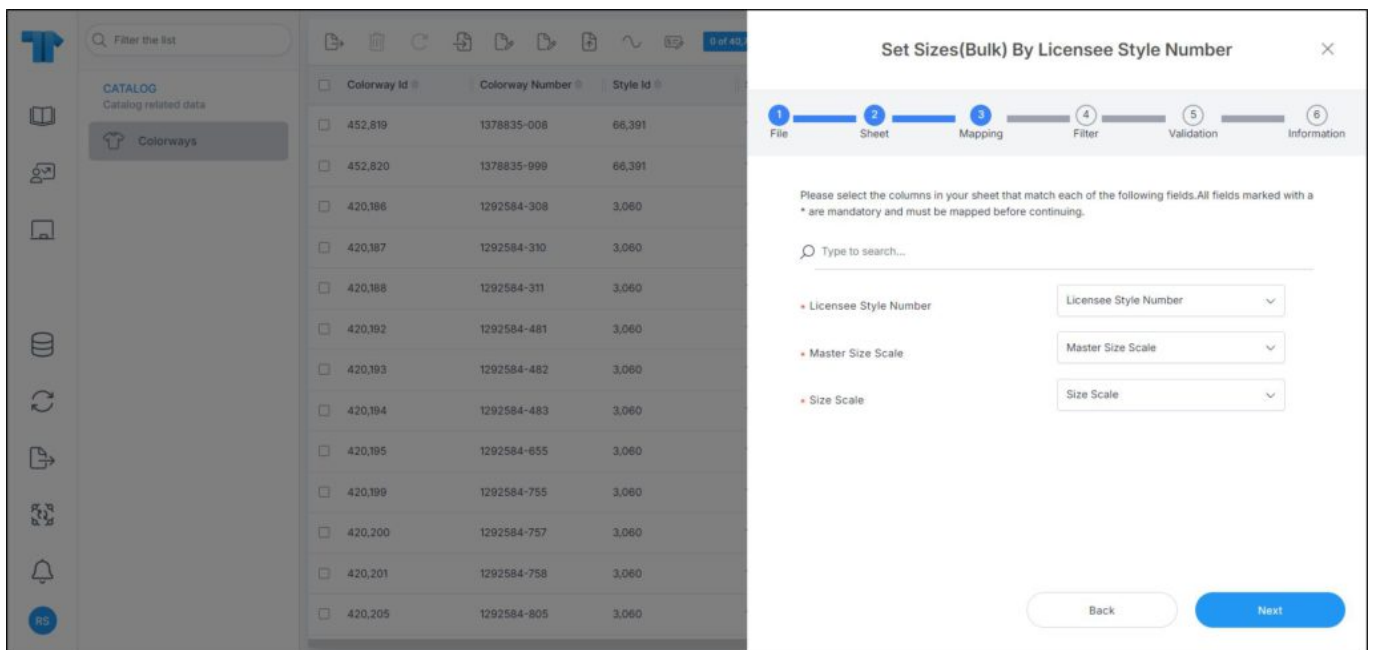


2. Click **Select** to browse for the file you want to import,
3. Select the file then click **Open**, the name of the file you selected appears in its field, click **Next**, the following window appears:



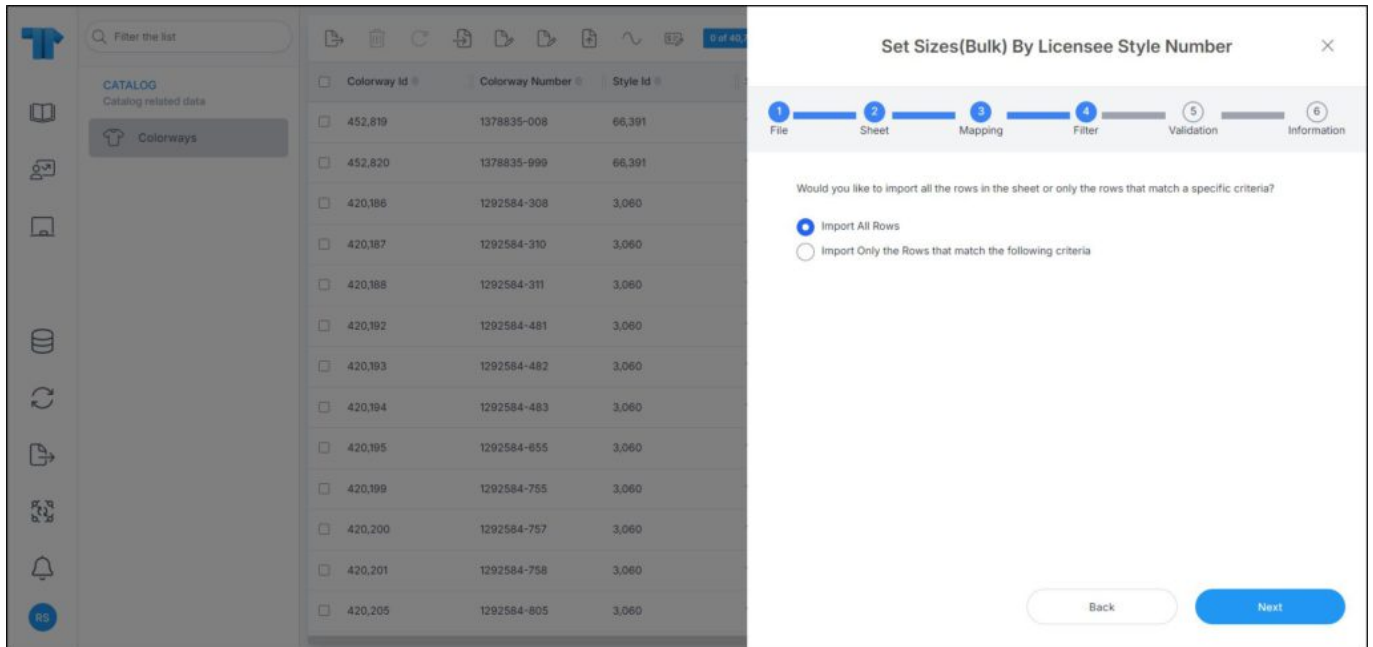
You can click **Back** to return to the previous window.

4. Select the sheet you want from the dropdown list in case your Excel file contains more than one sheet,
5. Click **Next**, the following window appears:

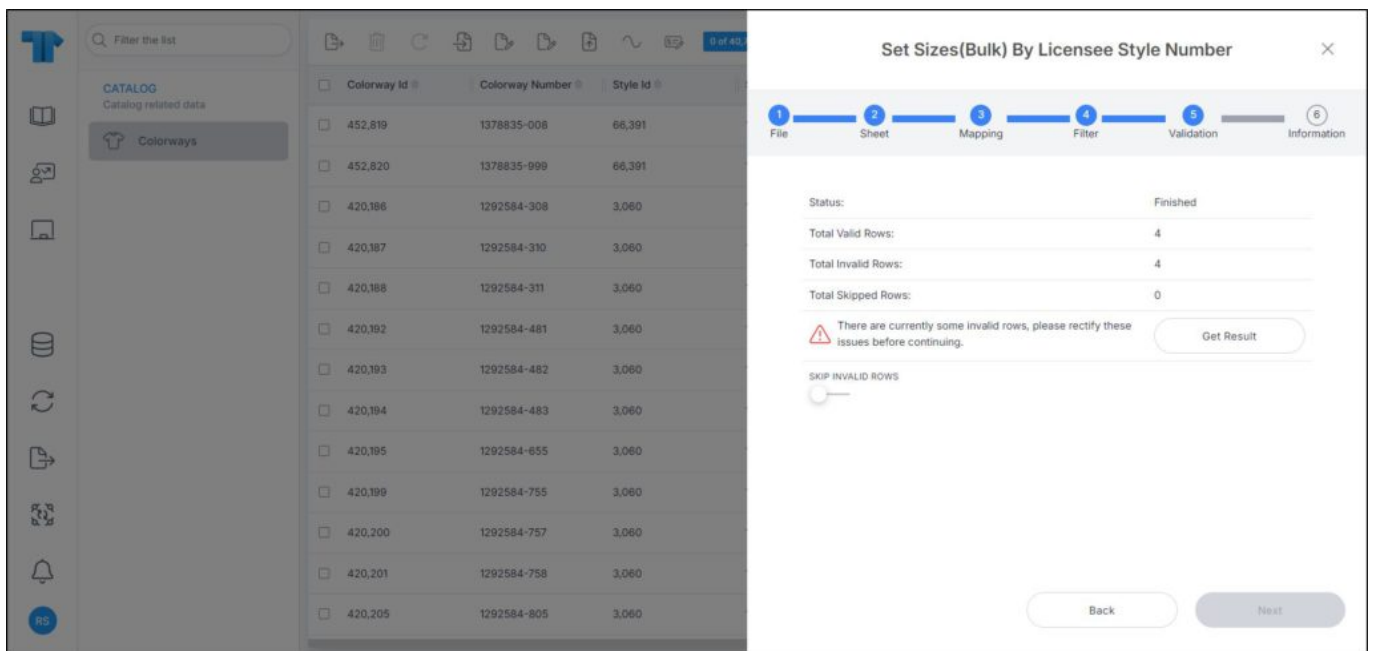


6. Select the column of the sheet that matches each field, you can search for the field you

want using the search field, then click **Next**, the following window appears:

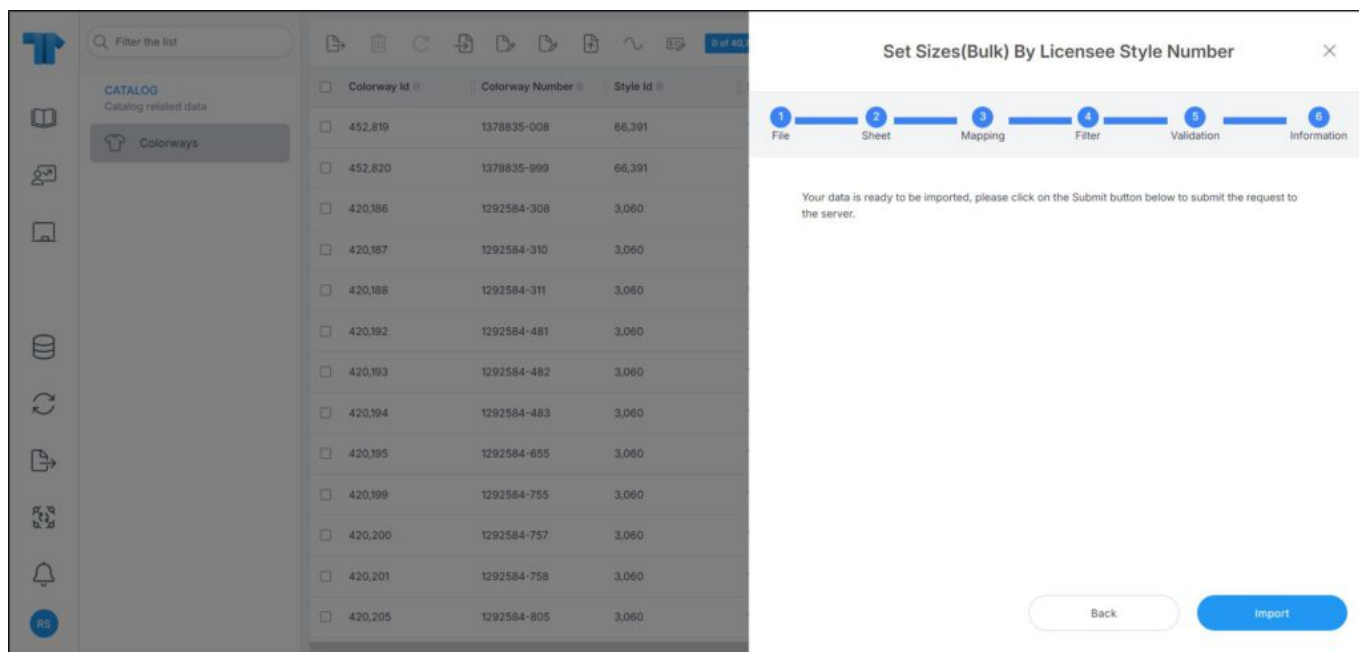


7. Click the radio button next to the import method, either all rows or rows that match certain criteria, a validation window appears informing you if records are valid or not, if not, you need to fix the sheet then import the file again,
8. Click **Next**, the following window appears:



The above example shows that some records are invalid. You can click the **Get results** button to download the results file and check the error then import the file again, or click the slider next to Skip invalid rows. When the slider is on, the **Next** button is activated.

9. Click **Next**, the following window appears:



11. Click **Import**, the progress is displayed and can be tracked through the Notifications module,

12. Refresh the page to display the updated records.