

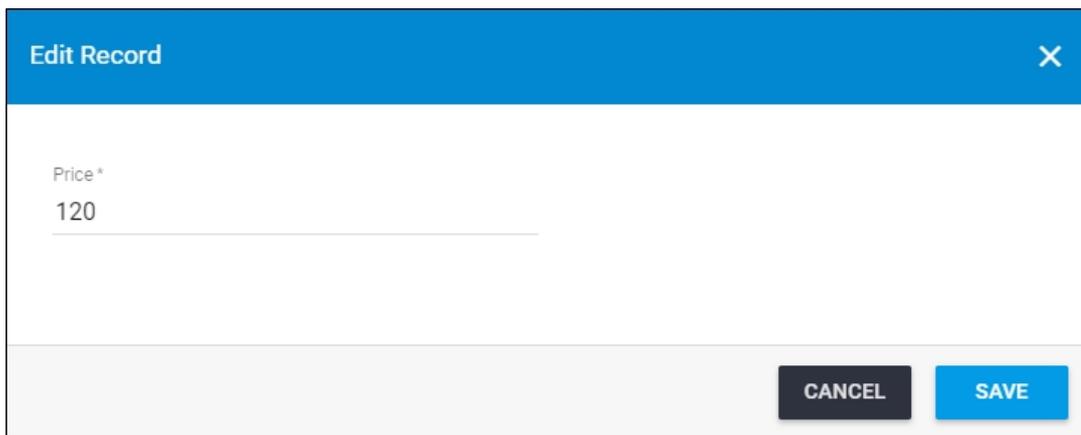
## Update price

### Note:

- As mentioned before, if the “External Change Management” flag is activated and there is at least one locked article, the whole catalog is locked and you cannot update prices of any of its articles.
- Depending on the catalog configuration, the number of decimals for prices is validated, so for example, you cannot enter a price with 3 decimals if the catalog is configured to 2 decimals.

To update an article price, follow these steps:

1. Select “Edit Record” from the Actions menu next to the price you want, the following window appears:



The image shows a dialog box titled "Edit Record" with a close button (X) in the top right corner. Inside the dialog, there is a label "Price\*" followed by a text input field containing the number "120". At the bottom right of the dialog, there are two buttons: "CANCEL" and "SAVE".

2. Enter the new value for the price,
3. Click **Save**.

### Note:

- If the article is locked and the “External Change Management” flag is not activated, the window appears as shown below:

**Edit Record** ✕

Price \*  
50

Article is Locked, Please Provide Reason for Update \* 0 / 2000

**CANCEL** **SAVE**

You need to enter a reason for updating the price.