

# Copy catalog

You can copy any of the existing catalogs along with its configurations, attributes, price groups, segmentations, and the tree definition. This will save the time and effort needed for creating a catalog from scratch. To do so, follow these steps:

1. Select Copy catalog from the Actions menu next to it, the following window appears:

The screenshot shows a 'Copy Catalog' dialog box with the following fields and values:

Field	Value	Character Count
Season*	SS24	4 / 100
Year*	2024	
Source Catalog*	SS24 Global Catalog	19 / 100
Catalog Name*	SS24 Global Catalog	19 / 100
New Reference Catalog		
Buyer Limit Price Group		
Article Attribute	LicenseePartNumber	
Model Attribute	LicenseeStyleNumber	

At the bottom of the dialog, there is a 'Copy Entities' checkbox and two buttons: 'CANCEL' and 'SAVE'.

2. Enter the season and year, each in its field,
3. Enter the catalog name,
4. Select the new reference catalog, this field is only activated if the selected catalog is a child catalog,
5. Select the buyer limit price group,
6. Enter the article attribute, and model attribute,
7. Click the checkbox next to the entity you want to copy,
8. Click **Save**. The catalog is copied.