



Ecommerce User Guide

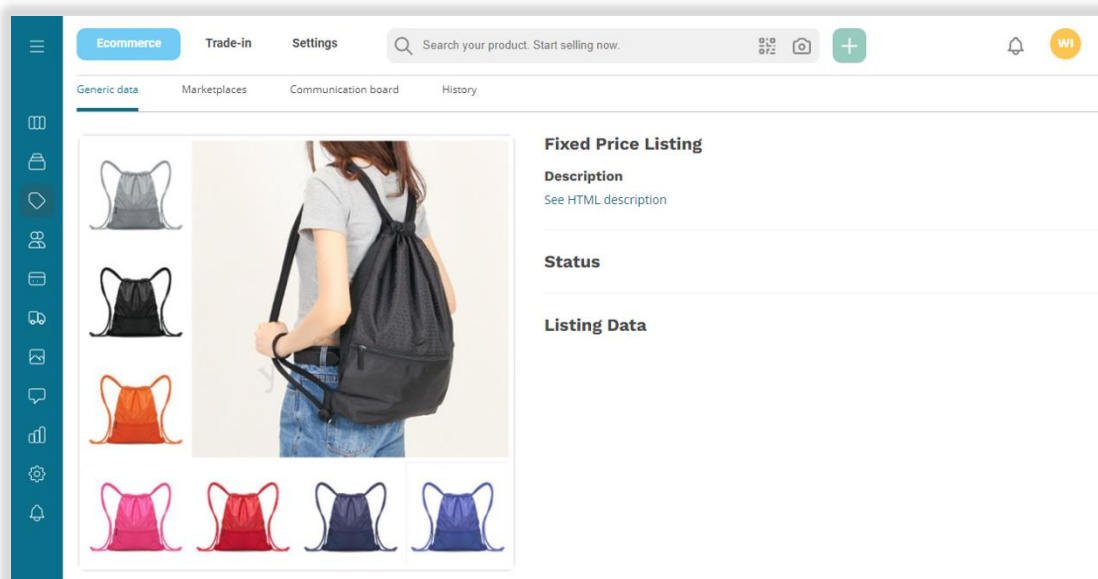
How to create a Fixed Price listing

Please note that the screenshots in this User Guide mostly show the colour blue, but in our live system these colours have now changed to green.

Version 3.0

How to create fixed price listing

To start selling on marketplaces, you must first create a listing. Whether you intend to sell on a single or multiple marketplaces, World of Books Ecommerce will help you list your items quickly and easily.



What is fixed price listing?

By creating a fixed price, you are giving buyers the option to purchase your item at a set price without bidding or waiting for the auction listing to end. In other words, a fixed price is a set price that you have agreed on, and customers can use this option to buy the item immediately.

This guide will explain how you can create fixed price listings to multiple Marketplaces.

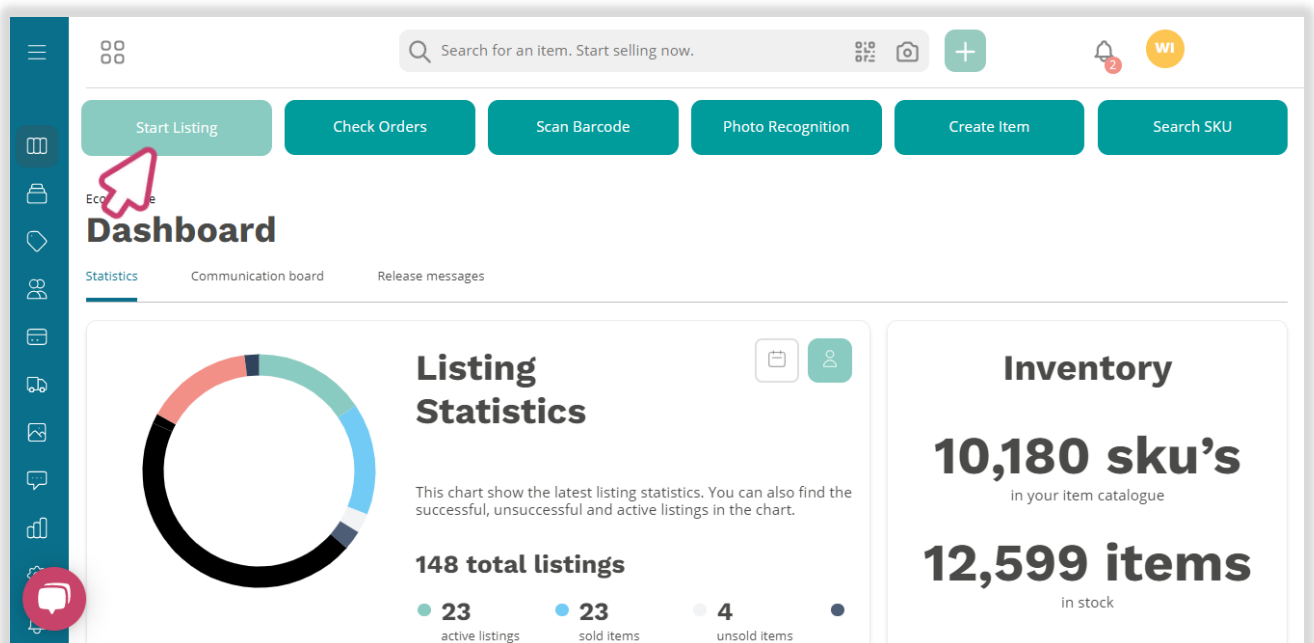
How to create a fixed price listing

Step 1	Step 2	Step 3	Step 4	Step 5
Have the physical product available	Prepare the product information and images.	Select fixed price as the buying format and Marketplace(s) for the listing.	Select listing account, Fill-in the listing information and attach photos.	Start selling.

To list an item to Marketplace(s):

Login to your World of Books Ecommerce account.

Click on the ‘Start listing’ button at the top-left corner of the dashboard.



The screenshot shows the World of Books Ecommerce dashboard. At the top, there is a search bar with the text "Search for an item. Start selling now." and a navigation menu with icons. Below the search bar, there is a row of buttons: "Start Listing", "Check Orders", "Scan Barcode", "Photo Recognition", "Create Item", and "Search SKU". The "Start Listing" button is highlighted with a red arrow. Below the buttons, the word "Dashboard" is displayed. Underneath, there are three tabs: "Statistics", "Communication board", and "Release messages". The "Statistics" tab is active, showing a donut chart for "Listing Statistics". The chart is divided into four segments: red (active listings), blue (sold items), grey (unsold items), and black (total listings). Below the chart, the text "148 total listings" is shown, followed by a breakdown: 23 active listings, 23 sold items, and 4 unsold items. To the right of the chart, there is a section for "Inventory" showing "10,180 sku's in your item catalogue" and "12,599 items in stock".

Start Listing

Check Orders

Scan Barcode

Photo Recognition

Create Item

Search SKU

Dashboard

Statistics

Communication board

Release messages

Listing Statistics

This chart show the latest listing statistics. You can also find the successful, unsuccessful and active listings in the chart.

148 total listings

23 active listings

23 sold items

4 unsold items

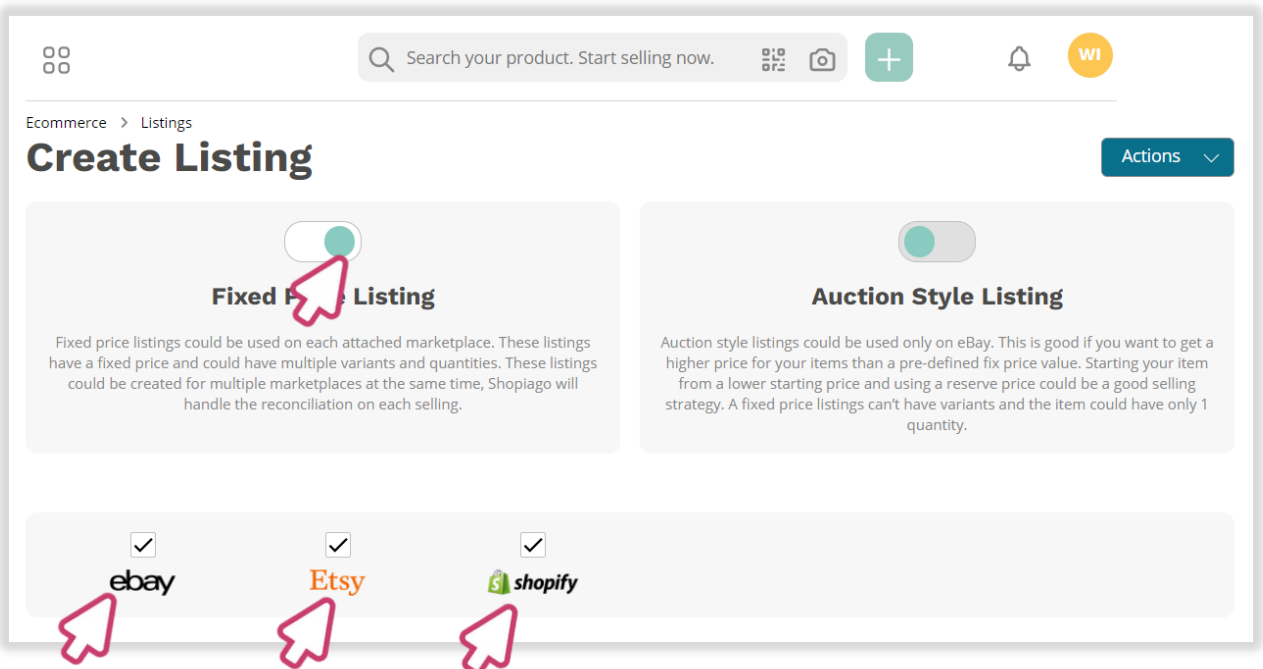
Inventory

10,180 sku's in your item catalogue

12,599 items in stock

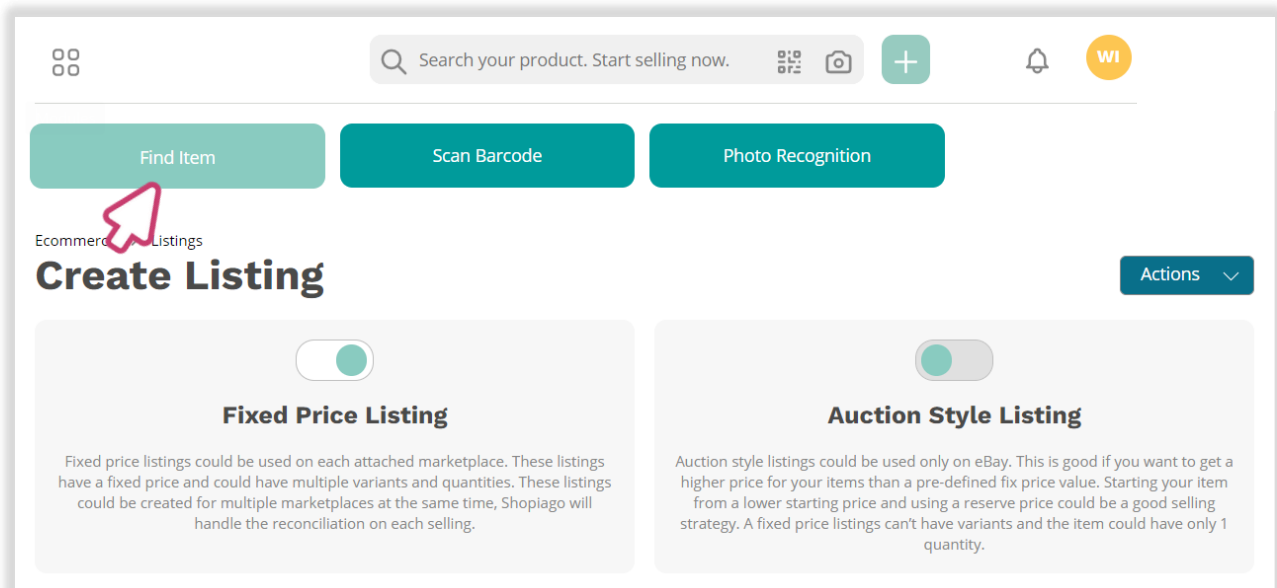
How to create a fixed price listing

On the Create Listing page, turn on 'Fixed price listing' as the buying format and select the Marketplace(s) you want to list on.



The screenshot shows the 'Create Listing' page. At the top, there is a search bar with the text 'Search your product. Start selling now.' and a '+', a bell icon, and a 'WI' badge. Below the search bar, the breadcrumb 'Ecommerce > Listings' is visible. The main heading is 'Create Listing' with an 'Actions' dropdown menu. There are two main sections: 'Fixed Price Listing' and 'Auction Style Listing'. The 'Fixed Price Listing' section has a toggle switch turned on, and the 'Auction Style Listing' section has a toggle switch turned off. Below these sections, there are three marketplace selection options: 'ebay', 'Etsy', and 'shopify', each with a checkmark icon. Red arrows point to the 'Fixed Price Listing' toggle, the 'ebay', 'Etsy', and 'shopify' marketplace options, and the 'Find Item' button in the next screenshot.

To research your item price, click on the 'Find Item' button (top-left corner).

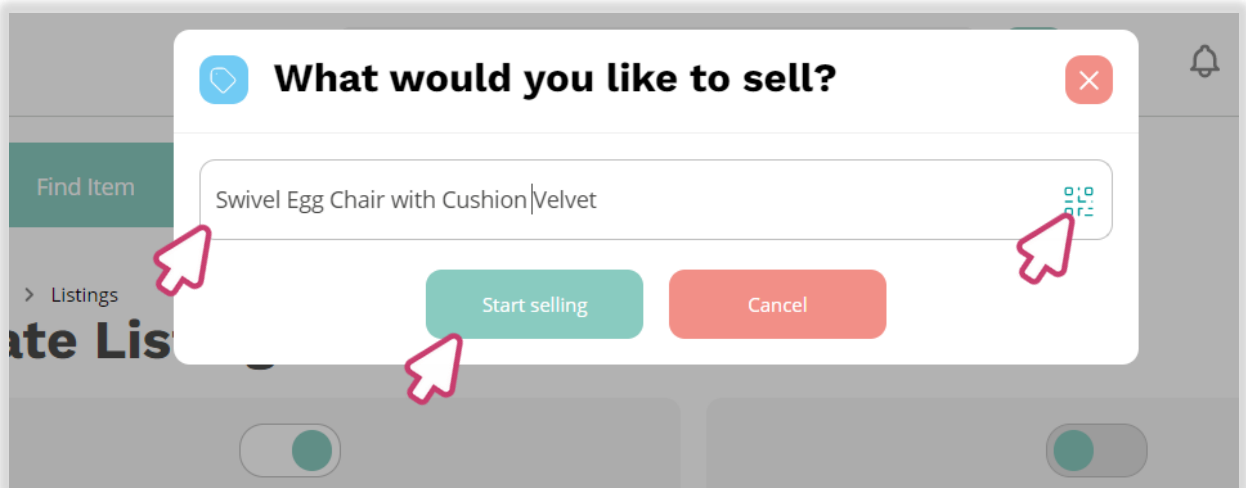


This screenshot is similar to the previous one, but it highlights the 'Find Item' button in the top-left corner of the main content area. The button is teal and labeled 'Find Item'. The rest of the page layout, including the search bar, breadcrumb, heading, and listing options, remains the same.

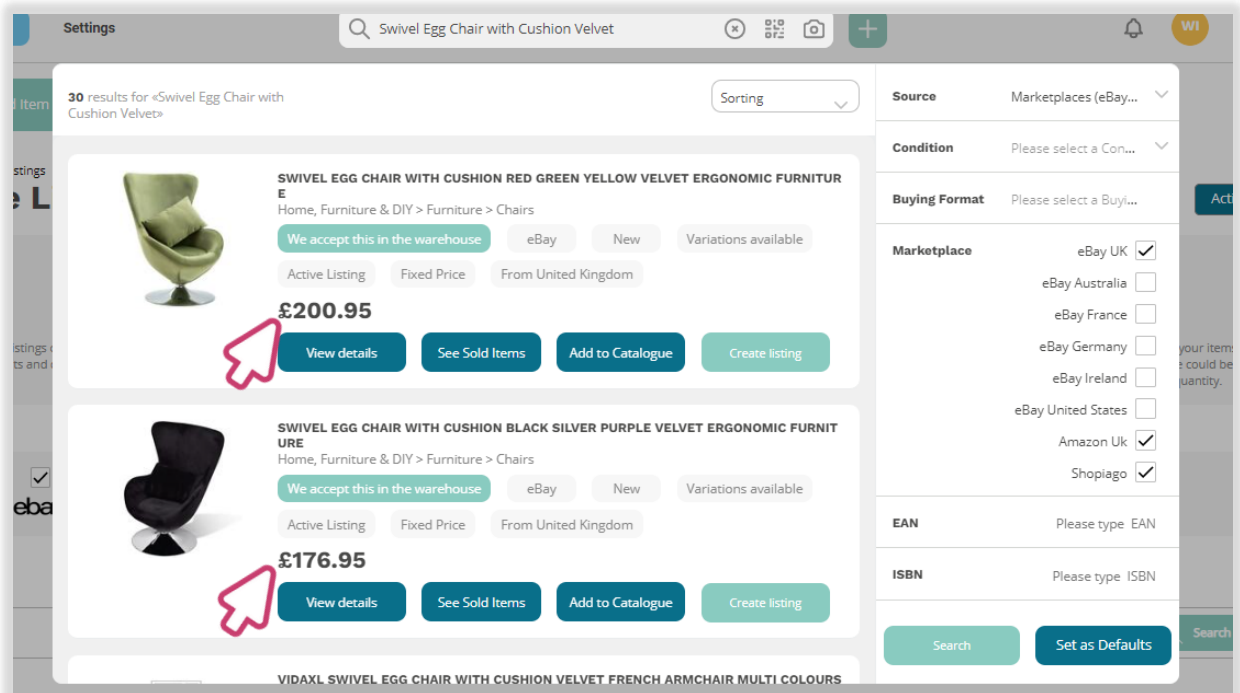
How to create a fixed price listing

In the pop-up screen, enter the item name into the text field or click on the barcode scanner to scan the item.

And then click on the 'Start selling' button.



You will then be taken to a pop-up screen, where you will find the item selling prices.

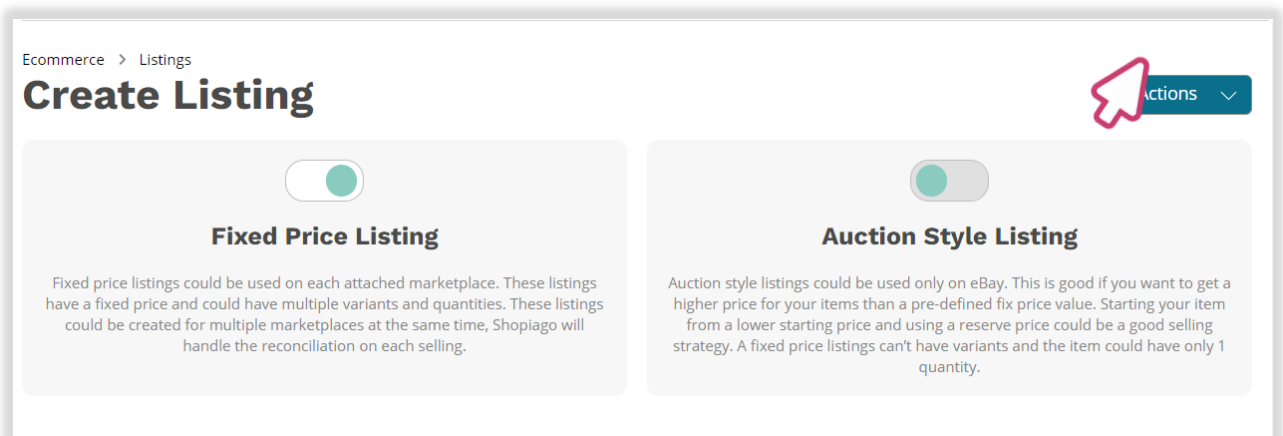




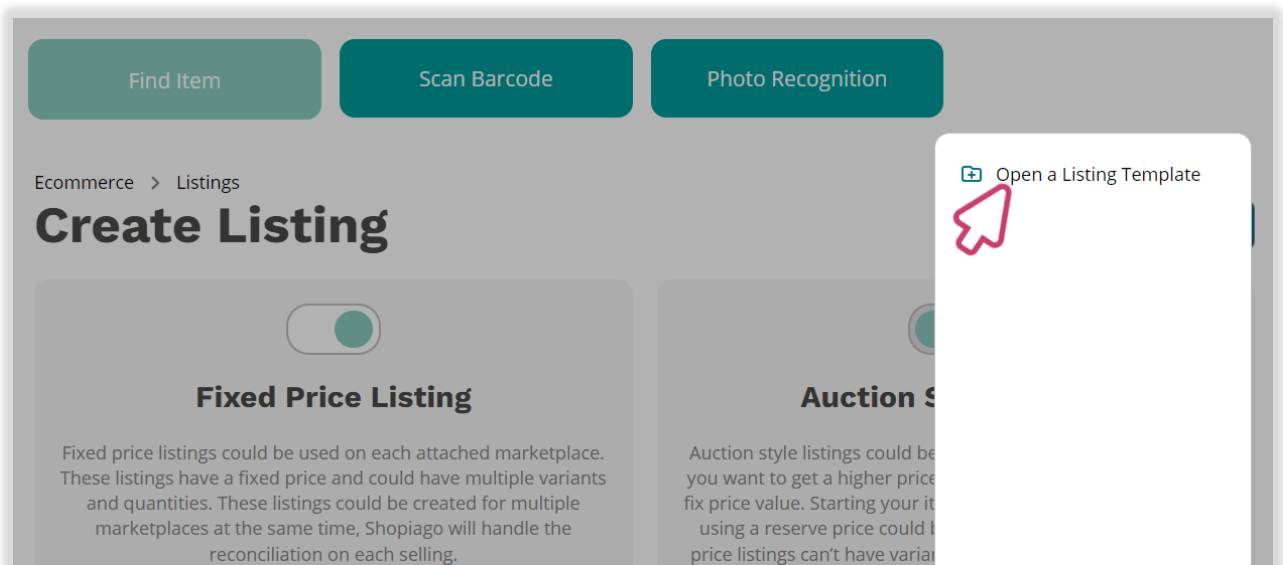
Applying a template to a listing

Listing templates contain the necessary information required to create a listing, which includes the title, description, images, shipping information, and return policy. Using templates can save you lots of time.

To apply a listing template that you've created for similar item, click on the 'Actions' button (on the right).



From the pop-up screen, click on 'Open a listing template'

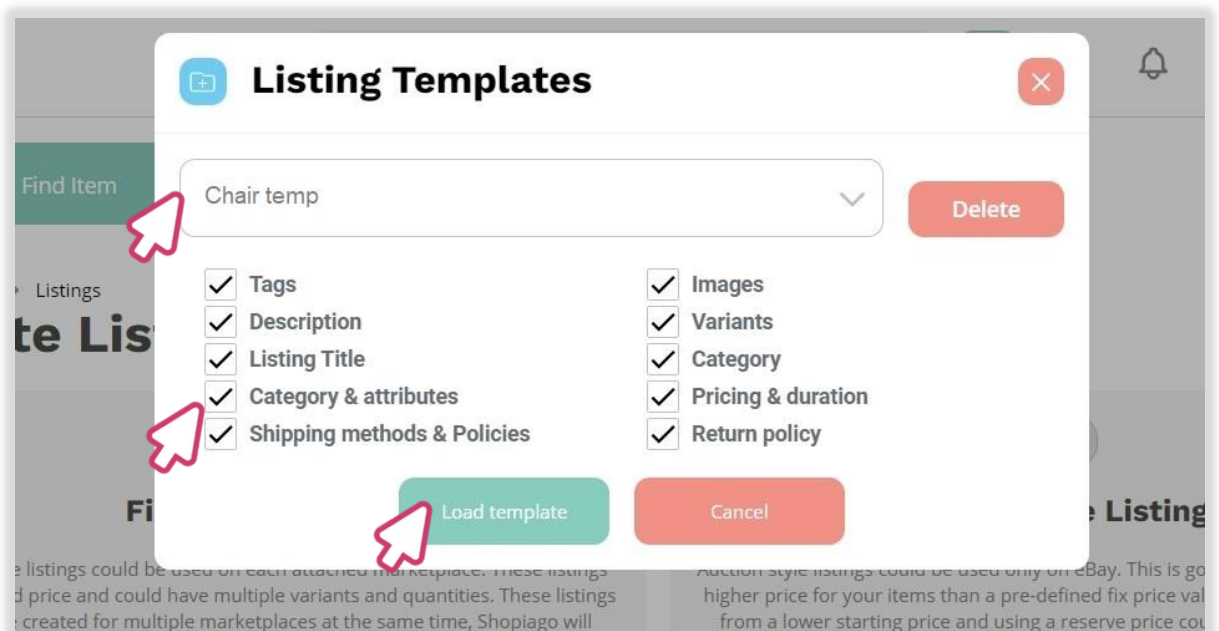


Applying a template to a listing

From the next pop-up screen, click on the listing template option field and select a template to drop into the listing form.

Tick to add or untick to remove template features.

And then click on the 'Load template' button.





Give your listing a title

Type in the full name of the item.

Make it a short, yet attention grabbing title.

Buyers usually find listings based on their titles, so please be sure to give your item the best possible title.

Think of what a buyer would be searching for (brand name, size, colour etc).

Maximise the space with as many key words as possible. It doesn't need to be a full sentence.

Don't use descriptive words like 'Lovely' or 'Amazing' as buyers wouldn't include such words in their search.

Modules

Fixed Price Listing

Auction Style Listing

Fixed price listings could be used on each attached marketplace. These listings have a fixed price and could have multiple variants and quantities. These listings could be created for multiple marketplaces at the same time, Shopiago will handle the reconciliation on each selling.

Auction style listings could be used only on eBay. This is good if you want to get a higher price for your items than a pre-defined fix price value. Starting your item from a lower starting price and using a reserve price could be a good selling strategy. A fixed price listings can't have variants and the item could have only 1 quantity.

ebay

Etsy

shopify

Listing Title

Swivel Egg Chair With Cushion Black Red Yellow Velvet

Search on eBay

Conducting market price research

Once you have entered the item title, click on the 'Search on eBay' button, to search for the item price on eBay.

Fixed Price Listing

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Auction Style Listing

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☒ ebay

☒ Etsy

☒ shopify

Listing Title

Swivel Egg Chair With Cushion Black Red Yellow Velvet


 Search on eBay

The next screen will show you market prices for your item. Once you have finished searching for the item price, press the Escape key on your keyboard to close the pop-up screen.

Settings

Swivel Egg Chair with Cushion Velvet

30 results for «Swivel Egg Chair with Cushion Velvet»



SWIVEL EGG CHAIR WITH CUSHION RED GREEN YELLOW VELVET ERGONOMIC FURNITURE

Home, Furniture & DIY > Furniture > Chairs

We accept this in the warehouse

eBay New Variations available

Active Listing Fixed Price From United Kingdom


£200.95

View details

See Sold Items

Add to Catalogue

Create listing



SWIVEL EGG CHAIR WITH CUSHION BLACK SILVER PURPLE VELVET ERGONOMIC FURNITURE

Home, Furniture & DIY > Furniture > Chairs

We accept this in the warehouse

eBay New Variations available

Active Listing Fixed Price From United Kingdom

£176.95

View details

See Sold Items

Add to Catalogue

Create listing

VIDAXL SWIVEL EGG CHAIR WITH CUSHION VELVET FRENCH ARMCHAIR MULTI COLOURS

SourceMarketplaces (eBay...)

ConditionPlease select a Con...

Buying FormatPlease select a Buyi...

Marketplace

eBay UK☒

eBay Australia☐

eBay France☐

eBay Germany☐

eBay Ireland☐

eBay United States☐

Amazon UK☒

Shopiagio☒

EAN

Please type EAN

ISBN

Please type ISBN

Search

Set as Defaults

Item description

You need to describe your item. Please add keywords and optional details that may include the product measurements, condition, care instructions, and any damage if necessary.

Tips:

The more information you provide, the easier it will be for customers to make a purchasing decision.

Your product description should be comprehensive and accurate.

Don't forget to mention any defects if necessary, to avoid complaints.

You can update the product description at any time.

Search on eBay

Description *

Plain text

eBay

Etsy

Shopify

Description *

This elegant egg chair combines style and comfort will definitely add a touch of timeless elegance to your interior. This chair is equipped with a swivel mechanism, which allows it to freely swivel 360 degrees. Additionally, it is supplied with a removable, plump seat cushion. This perfect armchair is easy to assemble.

Colour: Yellow, Black, Red
Material: Velvet + plywood frame + chrome base
Overall size: 64 x 64 x 86 cm (W x D x H)
Seat size: 39 x 42 cm (W x D)
Cushion size: 43 x 28 x 18 cm (L x W x H)
Seat height: 35 cm
Back height: 58 cm
Base diameter: 50 cm
Armrest height from the ground: 45.5 cm
Max. loading capacity: 110 kg
Fabric: Polyester: 100%



Item description

To add an HTML template or edit the listing description for eBay, click on the 'eBay' description tab.

Description *

Plain text

eBay

Etsy

Shopify

Description

HTML template

Please select a template

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Tags

This elegant egg chair combines style and comfort will definitely add a touch of timeless elegance to your interior. This chair is equipped with a swivel mechanism, which allows it to freely swivel 360 degrees. Additionally, it is supplied with a removable, plump seat cushion. This perfect armchair is easy to assemble. Colour: Yellow, Black, Red Material: Velvet + plywood frame + chrome base Overall size: 64 x 64 x 86 cm (W x D x H) Seat size: 39 x 42 cm (W x D) Cushion size: 43 x 28 x 18 cm (L x W x H) Seat height: 35 cm Back height: 58 cm Base diameter: 50 cm Armrest height from the ground: 45.5 cm Max. loading capacity: 110 kg Fabric: Polyester: 100%

Then click on the HTML field and select the correct template.

Description *

Plain texteBayEtsyShopify

Description *

HTML template

Enter text to search

TrousersWatches/ClocksWebX

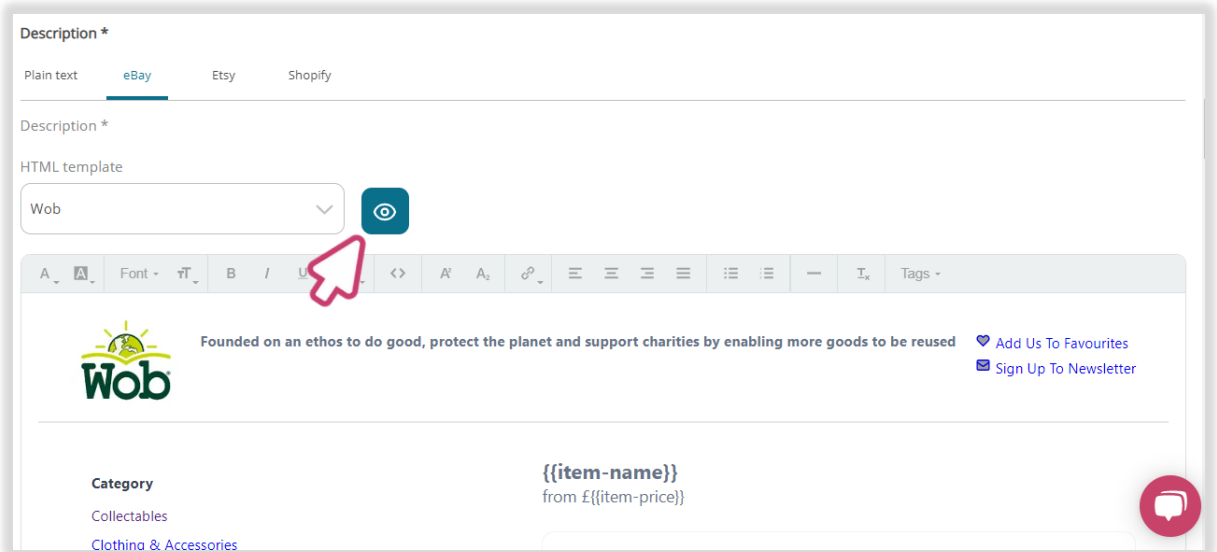
A' A₂ ∅ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ — Iₓ Tags -

will definitely add a touch of timeless elegance to your interior. This chair is equipped with a 360 degrees. Additionally, it is supplied with a removable, plump seat cushion. This perfect Red Material: Velvet + plywood frame + chrome base Overall size: 64 x 64 x 86 cm (W x D x H) x 18 cm (L x W x H) Seat height: 35 cm Back height: 58 cm Base diameter: 50 cm Armrest height 10 kg Fabric: Polyester: 100%

Item description

Once selected, the template will then drop into the listing description field.

To preview the selected HTML template, click on the 'Quick view' icon.



Description *

Plain text **eBay** Etsy Shopify

Description *

HTML template

Wob

Quick view icon

Wob

Founded on an ethos to do good, protect the planet and support charities by enabling more goods to be reused

Add Us To Favourites

Sign Up To Newsletter

Category

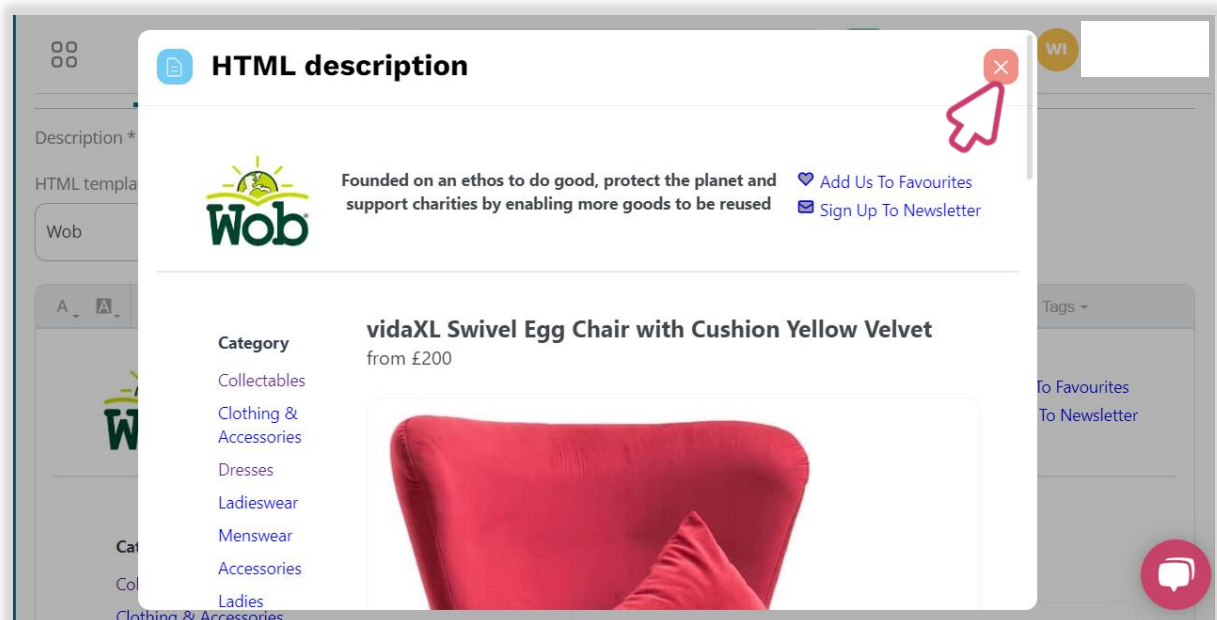
Collectables

Clothing & Accessories

{{item-name}}

from £{{item-price}}

And then, press 'ESC' on your keyboard or click the 'Close' icon to go back to the listing form.



HTML description

Wob

Founded on an ethos to do good, protect the planet and support charities by enabling more goods to be reused

Add Us To Favourites

Sign Up To Newsletter

Category

Collectables

Clothing & Accessories

Dresses

Ladieswear

Menswear

Accessories

Ladies

Clothing & Accessories

vidaXL Swivel Egg Chair with Cushion Yellow Velvet

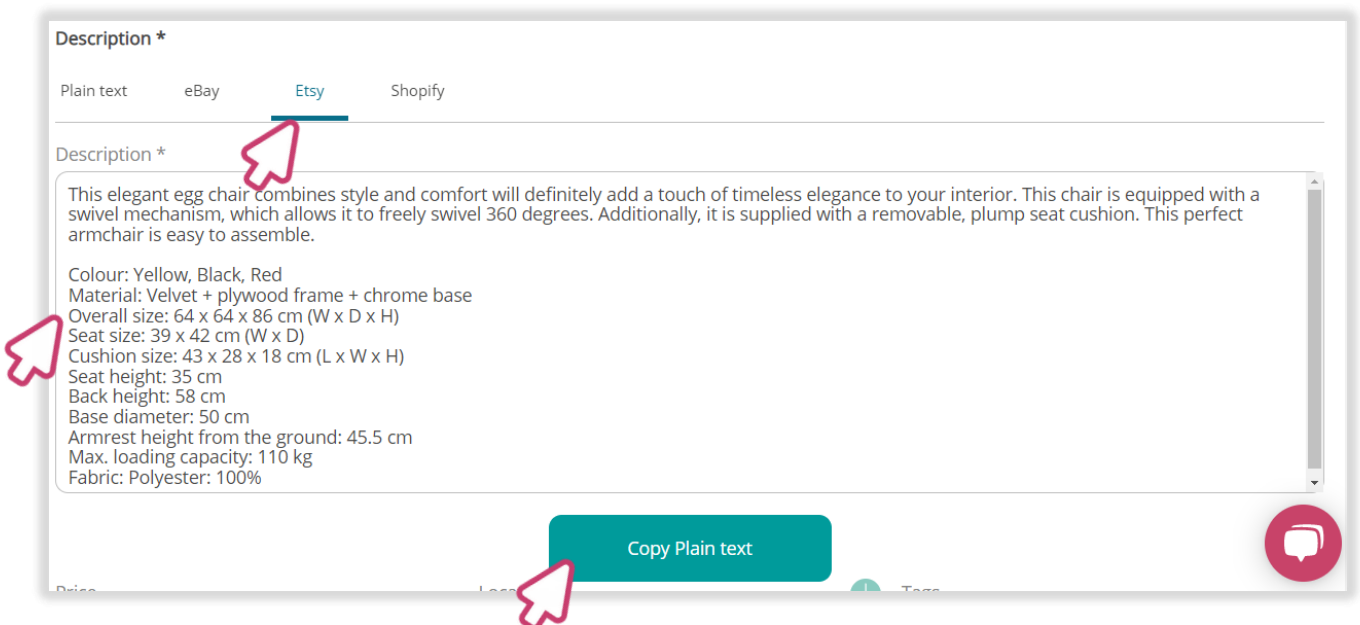
from £200

Close icon

Item description

To update or edit the listing description for Etsy, click on the 'Etsy' description tab.

Then, click on the 'Copy plain text' button. The current listing description will then drop into the description field.



Description *

Plain text eBay **Etsy** Shopify

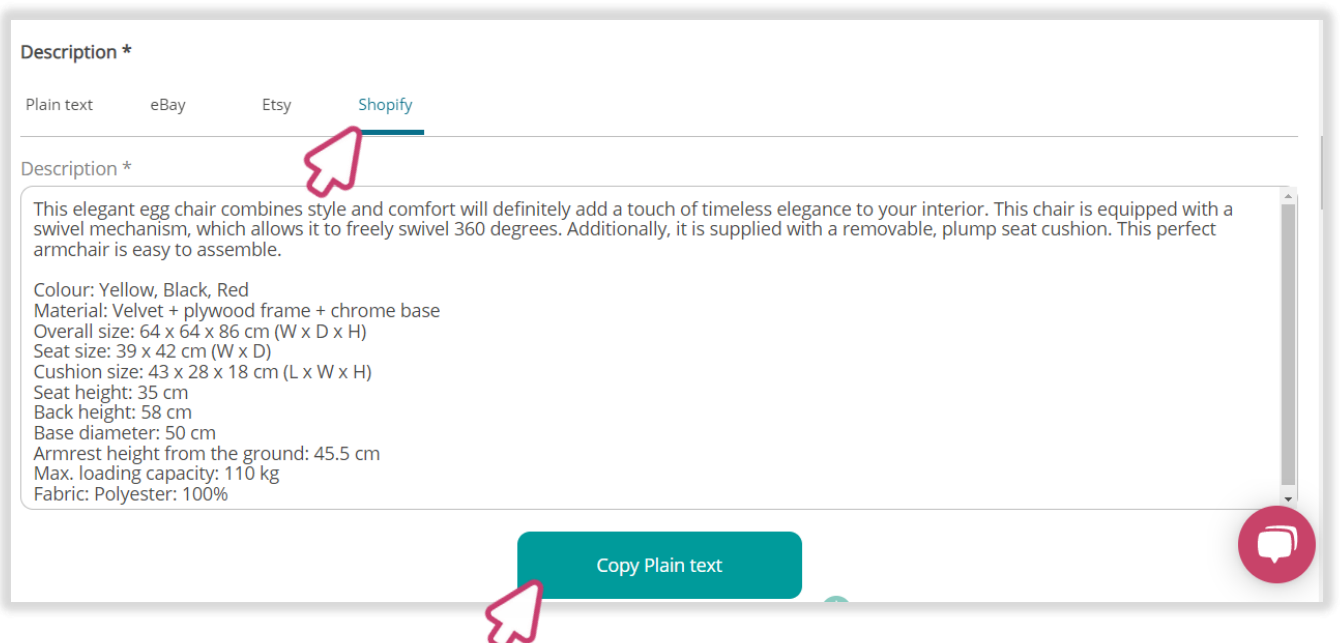
Description *

This elegant egg chair combines style and comfort will definitely add a touch of timeless elegance to your interior. This chair is equipped with a swivel mechanism, which allows it to freely swivel 360 degrees. Additionally, it is supplied with a removable, plump seat cushion. This perfect armchair is easy to assemble.

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Back height: 58 cm
Base diameter: 50 cm
Armrest height from the ground: 45.5 cm
Max. loading capacity: 110 kg
Fabric: Polyester: 100%

Copy Plain text

For Shopify, please repeat the same process.



Description *

Plain text eBay Etsy **Shopify**

Description *

This elegant egg chair combines style and comfort will definitely add a touch of timeless elegance to your interior. This chair is equipped with a swivel mechanism, which allows it to freely swivel 360 degrees. Additionally, it is supplied with a removable, plump seat cushion. This perfect armchair is easy to assemble.

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Copy Plain text



Setting up your item price, location and Custom SKU

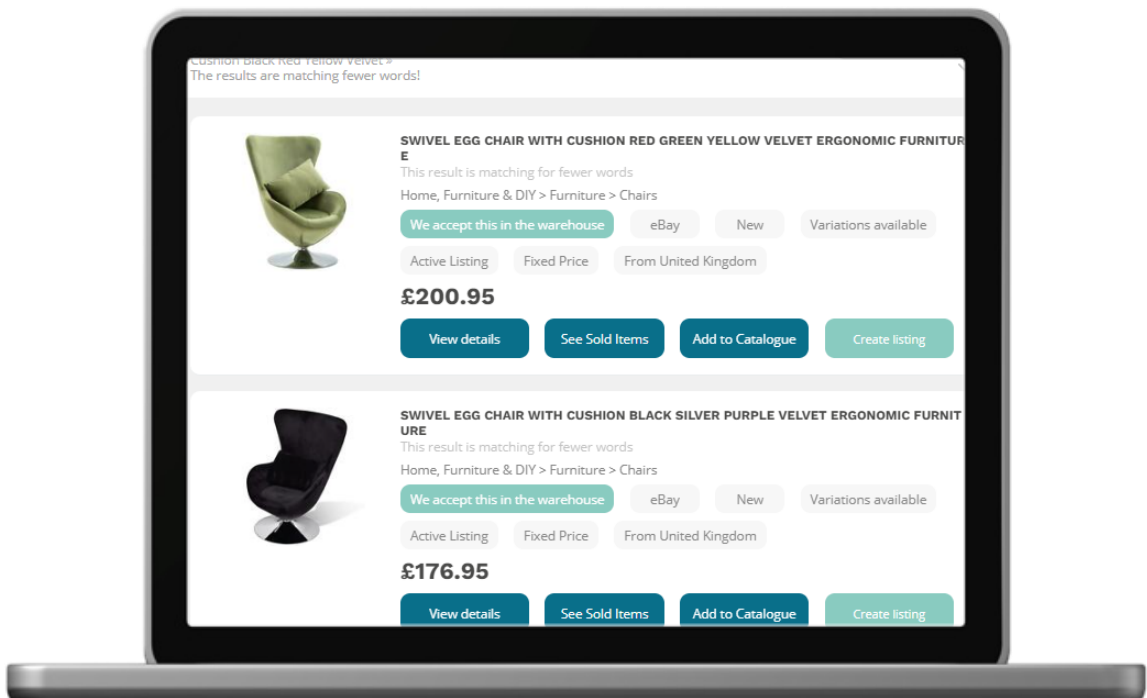
Pricing is one of the top influencing factors. You should think carefully when setting up your price. Most customers will take the item's price into consideration when deciding whether to buy.

Tips:

Avoid setting up your price based on what you want to achieve.

Don't presume what a customer might pay for your product.

Use the market research tool to find out your item's value.





Setting up your item price, location and tag (s)

Once you've decided on the item price, click on the 'Price' field and enter the item price. This will appear on selected Marketplace(s).

Click on 'Location' and select the item location from the drop-down. This can be shop/warehouse - where the item is stored.

Add a custom SKU if necessary. Otherwise, leave blank as the system will automatically assign a SKU to the item once it is listed.

You can add tag(s) to the item. This is for internal use for categorising listings - e.g. 'furniture', 'chair' etc.

Enable 'Collect in Store' toggle switch, if the item is for collection only. (To use this feature, the account owner or administrator must add these to the shipping methods).

Turn-on 'Job Lot Item' switch, if you are selling the item as a group. If not, leave it as default.

The screenshot shows the 'Add Item' form in the World of Books system. At the top, there is a search bar with the text 'Swivel Egg Chair with Cushion Black Red Yellow Velvet'. Below the search bar, there is a section for item details. The 'Price' field is set to '200'. The 'Location *' dropdown is set to 'Shoptown Industries 2'. The 'Custom SKU' field is set to 'KB2022'. The 'Tags' section shows 'Furniture' and 'Chair' as selected tags, with an input field for 'Enter a new tag'. The 'Collect in store' toggle switch is turned on. The 'Job lot item' toggle switch is turned off. The 'Images (0/12)' section is visible at the bottom. Red mouse cursor icons are pointing to the 'Price', 'Location', 'Custom SKU', 'Tags', 'Collect in store', and 'Job lot item' fields.

Price: 200

Location *: Shoptown Industries 2

Custom SKU: KB2022

Tags: Furniture, Chair, Enter a new tag

Collect in store: ☒

Job lot item: ☐

Images (0/12)



Adding photo(s) to your listing

Having high quality photos is one of the best ways to attract customers.

Tips:

Take photos from as many angles as possible.

The photo uploader makes it very easy to add, edit and move photos of your item.

You can add up to 12 photos.

If possible, your main image should be on a white background (this will improve visibility on Google search) and show the item photo in full.



Adding photo(s) to your listing

The minimum photo size should be 500 x 500 pixels or 800-1600 pixels on the longest side.

Photo must be a PNG, JPEG, BMP or GIF.

Don't use a filter as natural colours are better at showing the buyer what to expect.

Don't add thumbnails as these can affect the clarity of the photo when submitted to Marketplaces.

The photo should depict the product being described.

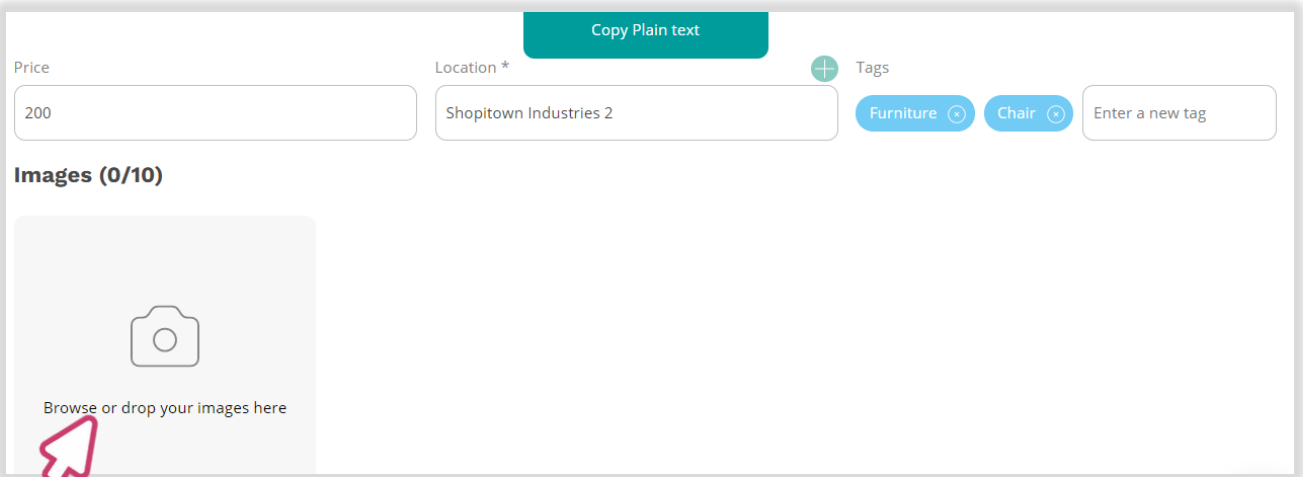
The photo should not contain any watermarks or digital signature.



Adding photo(s) to your listing

To add photo(s):

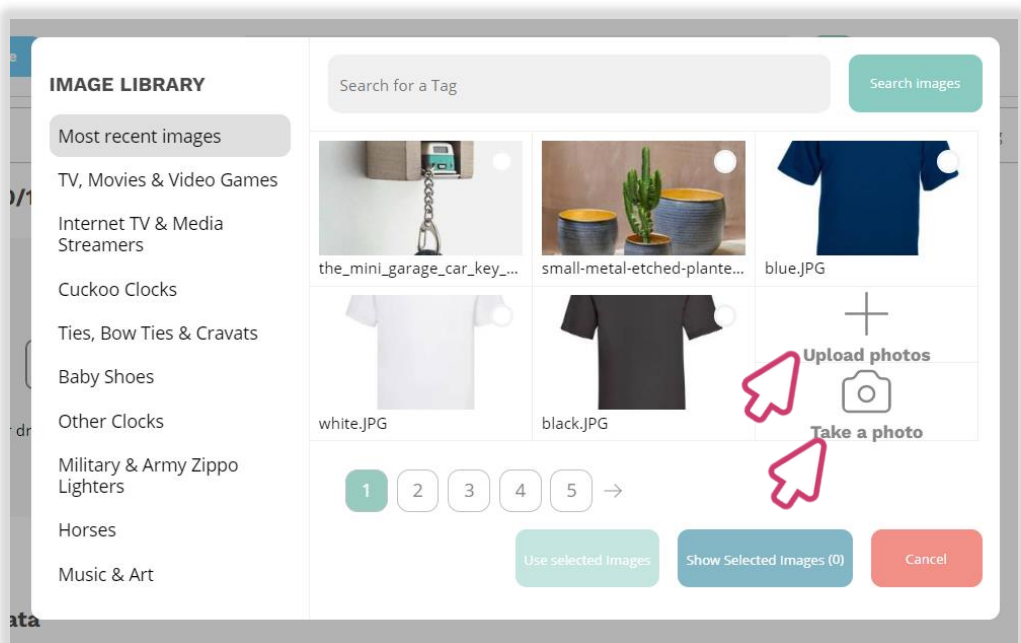
Click on the 'Photo icon' to select item photo(s) from your image library, PC or mobile device. You can also drag & drop the product images into the centre of the upload photo icon area.



The screenshot shows the 'Add photo(s)' interface. At the top, there is a 'Copy Plain text' button. Below it, there are input fields for 'Price' (200) and 'Location *' (Shoptown Industries 2). To the right of the location field is a 'Tags' section with a plus icon and two tags: 'Furniture' and 'Chair'. Below the tags is a button 'Enter a new tag'. Under the 'Images (0/10)' section, there is a large grey area with a camera icon and the text 'Browse or drop your images here'. A red mouse cursor is pointing at this area.

Next, click on the 'Upload photos' icon to upload photo(s) already stored on your pc or mobile device.

You can also take photo(s) directly from your mobile device or pc camera by clicking the 'Take a photo' icon.

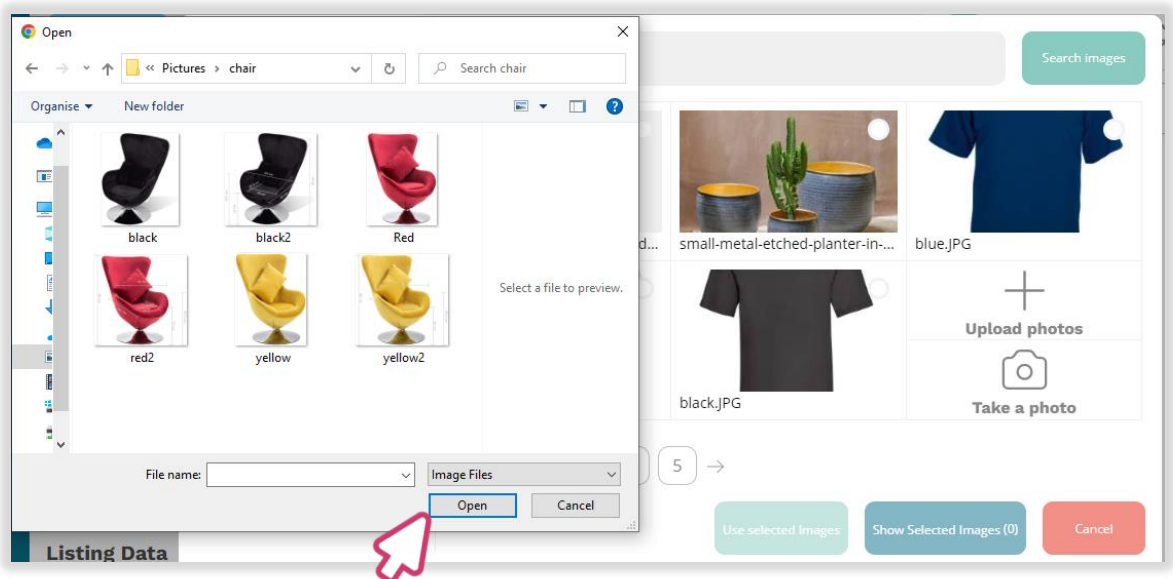


Adding photo(s) to your listing

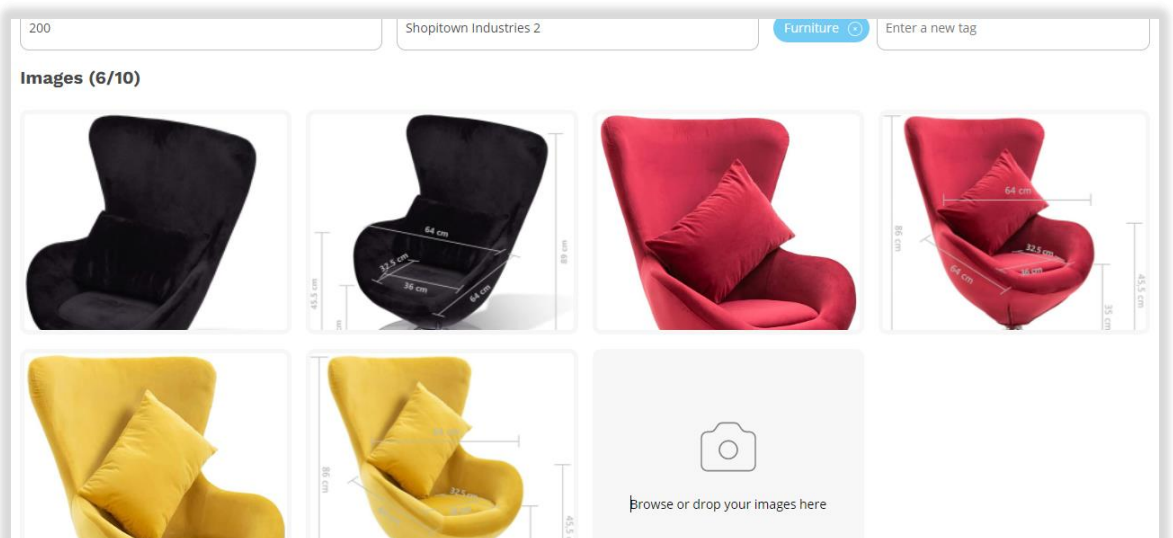
Once you've clicked on 'upload photos', you will be prompted to select the item photo(s).

After selecting item photo(s), click on the 'Open' button.

To select multiple photos, hold down the Ctrl key and select photos (windows) or Command key for (Mac) then click on the open button.

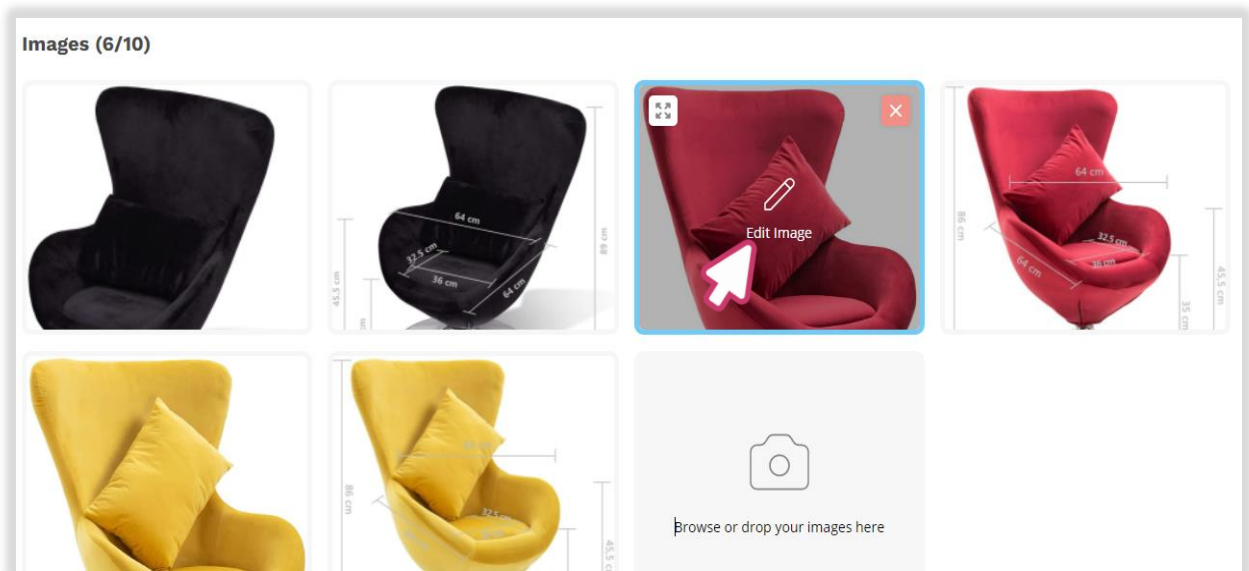


Uploaded photo(s) should then appear on the listing form.



Adding photo(s) to your listing

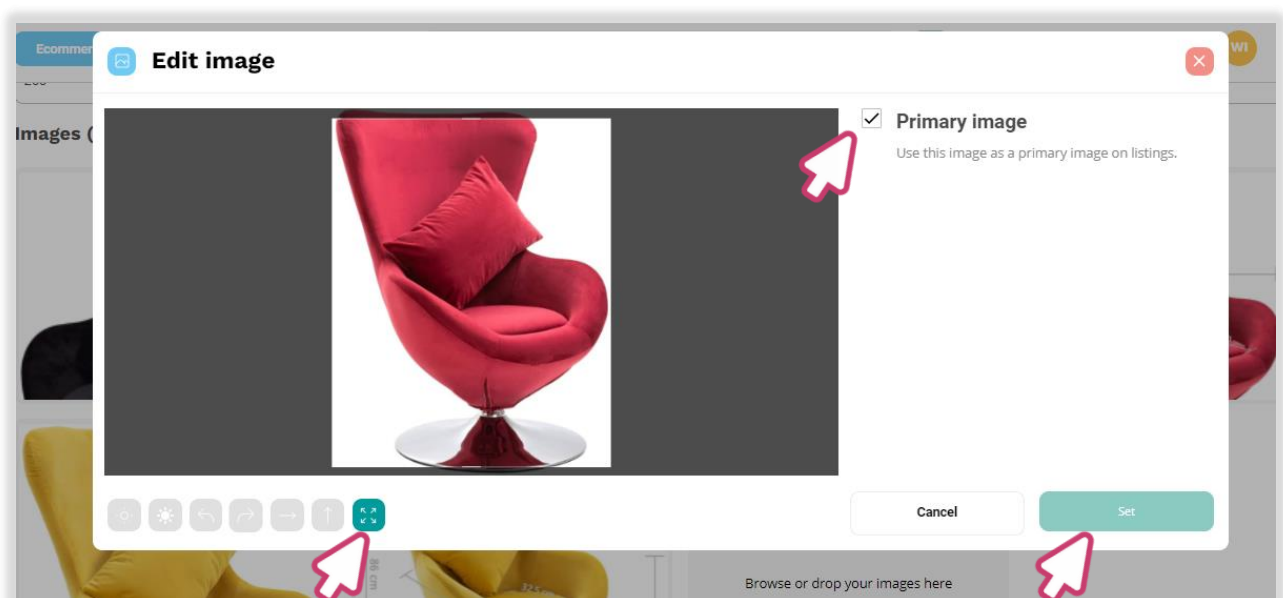
To edit the item image, hover your mouse over the center of the photo and click on 'Edit Image' icon.



From the photo editor screen, use the editing tools to adjust, rotate, crop, flip and change the photo brightness.

To use image as primary listing photo, tick the 'Primary image' box at the top right-hand side of the pop-up screen.

To crop image, click on the 'Crop' icon, highlight preferred image area, click on the 'Set' icon, and then, click 'Save' button once you are ready.



Adding photo(s) to your listing

To rearrange photo(s) position, hover your mouse to the upper-left of the image, click on the 'Move image' icon, and drag the image to a suitable position.

To change the primary listing image, hover your mouse to upper-left of the image, click on the 'Move image' icon then, drag the image to the main position.





Adding listing information for eBay

For eBay, select the right eBay account.

Click on the 'Custom Listing Title' field to modify the title if necessary, (shouldn't be more than 80 characters).

Click on 'Suggest relevant categories'.

The screenshot shows three columns for different marketplaces: eBay, Shopify, and Etsy. Each column has an 'Account *' dropdown, a 'Custom Listing Title' field, a 'Category' field, and a 'Published on' field. The eBay section also includes a 'Suggest relevant categories' link and a category selection table. Red arrows point to the account dropdowns and the 'Suggest relevant categories' link on the eBay section.

eBay Category	Secondary eBay Category
Antiques	Appliances
Art	Bath
Baby	Bedding
Books, Comics & Magazines	Candles & Lighters

And select the best matching item categories from the pop-up screen, then click on the 'Confirm' button.

The screenshot shows a pop-up window titled 'Best matching categories'. It contains a list of suggested categories based on the listing title. Red arrows point to the first category option and the 'Confirm' button.

Best matching categories

Based on your listing title we search through eBay categories to find some that might fit your item

- Home, Furniture & DIY > Furniture > Sofas, Armchairs & Couches
- Home, Furniture & DIY > Furniture > Chairs
- Business, Office & Industrial > Office Equipment & Supplies > Office Furniture > Office Chairs
- Garden & Patio > Garden & Patio Furniture > Garden Chairs
- Garden & Patio > Garden & Patio Furniture > Garden & Patio Furniture Sets

Confirm **Cancel**



Adding listing information for eBay

Listing duration will automatically be selected.

Select the item condition from the drop-down menu.

And manually type in the item condition into the description field.

A screenshot of the eBay listing form interface. The form is divided into three main columns. The left column contains a category dropdown menu with "Home, Furniture & DIY" selected, a "Listing duration *" dropdown with "Good Until Cancelled" selected, a "Condition *" dropdown with "New" selected, and a "Condition description" text field containing "Excellent condition". The middle column contains a "Vendor" text field, a "Shopify Tags" text field with the placeholder "Enter a new tag", and a "Shopify Tags" button. The right column contains a category dropdown menu with "Electronics & Accessories" selected, a "Who Made It? *" dropdown with "Please select a value", a "What Is It? *" dropdown with "Please select a value", and a "When Was It Made? *" dropdown with "Please select a value". Three red arrows point to the "Home, Furniture & DIY" category, the "Condition *" dropdown, and the "Condition description" text field. A red speech bubble icon is located in the bottom right corner of the form.



Item specifics

Item specifics are required when listing to eBay and once you get it right, it can boost sales. Below are 3 categories for item specifics;

Required

eBay requires mandatory attributes for this category. It will help customers to find items when they perform a search.

On the Marketplace, buyers usually filter their search by using item specifics. Making it easier for them to find what they are looking for.

If you haven't entered one of these specifics, the item will drop off the search and therefore it won't be visible to customers.

Recommended

Your listing will perform better if you fill in these recommended attributes.

It could reach a higher search position and will show up in more search results.

This is not mandatory but if you have these details, please enter them.

Optional

You can add additional attributes to your listing but this is not mandatory.

These attributes will be shown on the listing but may not be used during eBay search.

This doesn't affect buyer's search but could improve customers experience.



Item specifics

To add 'Specifics' that apply to the item, click on the 'Edit' button.

And from the pop-up screen, enter all item specifics that are required and any optional attributes.

To add custom attribute(s), click on the 'Create Attribute' button.



Item specifics

Enter the attribute name and value.
Now click on the 'Add attribute' button.

This screenshot shows a modal dialog titled 'Attribute creation' with a close button (X) in the top right. It contains two input fields: 'Attribute Name *' with the text 'Market price' and 'Value *' with the text '300'. Below these fields are two buttons: a green 'Add attribute' button and a red 'Cancel' button. Three red mouse cursor icons are overlaid on the image, pointing to the 'Attribute Name' field, the 'Add attribute' button, and the 'Value' field. In the background, a blurred 'Item Specifics' form is visible, showing checkboxes for 'Comic Book Heroes', 'Cowboys & Western', and 'Cupcakes', a 'Search for more values' field, and a 'Year Manufactured' section with checkboxes for years from 2013 to 2022.

Click on the 'Set specifics' button, once you've entered all required item specifics.

This screenshot shows the 'Item Specifics' form. At the top, there is a note: 'If you use any of these properties as a variant attribute, those will be excluded'. Below this are checkboxes for 'Comic Book Heroes', 'Cowboys & Western', and 'Cupcakes'. There is a 'Search for more values' field with a '+ Add' button. The 'Unit Type' section shows a dropdown menu with 'Unit' selected and a 'Clear' button. The 'Year Manufactured' section has checkboxes for years from 2013 to 2022, with 2022 selected. A 'Custom attribute' section with a 'Create Attribute' button is also present. At the bottom, there are two buttons: a green 'Set specifics' button and a red 'Cancel' button. A red mouse cursor icon is pointing at the 'Set specifics' button. The background shows a blurred sidebar with various item filters.



Pricing and payment

To set 'Vat %' for the item and 'listing donation percentage', click on the Pricing & Payment 'edit' button.

The screenshot shows the 'Item Specifics' section of an eBay listing. It includes a dropdown for 'Condition' set to 'New', a text field for 'Condition description' with 'Excellent condition', and a list of sections: 'Item Specifics' (checked), 'Pricing & Payment' (unchecked, highlighted with a red mouse cursor), and 'Policies' (unchecked). To the right, there are sections for 'What Is It? *' and 'When Was It Made? *', both with dropdown menus, and 'Shipping & Dimensions' and 'Other Options' (both unchecked).

From the pop-up screen, key-in item VAT %. If necessary. (This only applies to 'new' goods. Leave it blank if the item is not new).

Click on the 'Donation percentage' field to select a 'Listing Donation Percentage' for the item. This is the amount you are donating for the item. If you are a charity then this should automatically be set to 100% in your settings.

The screenshot shows the 'Pricing & Payment' pop-up screen. It has a title bar with a blue icon and a red close button. The main content area has two input fields: 'VAT' with the value '5' and a '%' symbol, and 'Donation Percentage' with the value '100' and a '%' symbol. Below these are two toggle switches: 'Best offer' (checked) and 'Private listing' (unchecked). At the bottom are two buttons: 'Set Pricing' (green) and 'Cancel' (red). A red mouse cursor is pointing at the 'VAT' field, and another red mouse cursor is pointing at the 'Donation Percentage' field.



Pricing and payment

Switch on the 'Best Offer' toggle switch if necessary. This allows buyers to submit an offer for what they are willing to pay (you can decide whether to accept or make a counter-offer).

Enter the amount you are willing to automatically accept as well as the lowest amount to automatically decline.

Switch on 'Private Listing' if necessary, to keep buyers identities hidden from other eBay members.

And then, click on 'Set pricing' button to save changes.

Pricing & Payment

VAT: 5 %

Donation Percentage: 100 %

Best offer ☒

Automatically accept offers of at least: 190 £

Automatically decline offers lower than: 190 £

Private listing ☐

Allow buyers to remain anonymous to other eBay members.

Set Pricing **Cancel**



Policies

When selling on eBay, you have to let the buyers know how they can pay, how long it will take to ship out an item and whether you accept returns or not. If these policies are already set on your eBay account, you can sync them into your account, making it easier to select them when listing an item.

To set policies;
Click on the 'Edit' button.

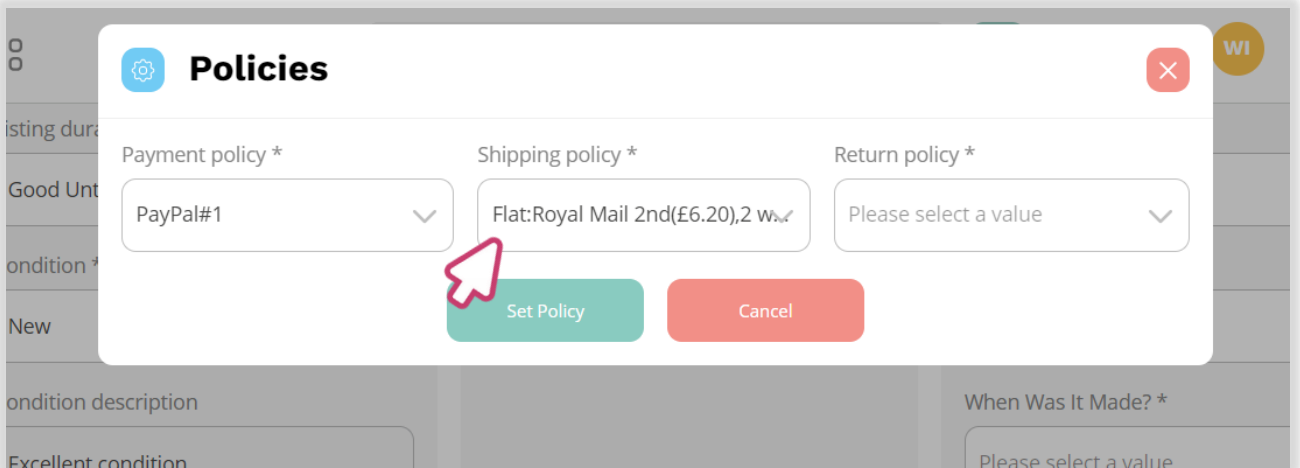
The screenshot shows the 'Policies' section of an eBay listing form. It includes a list of policy categories: 'Item Specifics' (checked), 'Pricing & Payment' (checked), and 'Policies' (unchecked). Each category has an 'edit' button. A red arrow points to the 'edit' button for the 'Policies' category. To the right, there are sections for 'What Is It?' and 'When Was It Made?' with dropdown menus and 'edit' buttons.

From the pop-up screen, click on the 'Payment policy' field and select a preferred payment policy.

The screenshot shows the 'Policies' pop-up screen. It has three main sections: 'Payment policy *', 'Shipping policy *', and 'Return policy *'. The 'Payment policy *' dropdown is open, showing options: 'eBay Payments', 'PayPal#1', 'PayPal#2', and 'eBay Payments:Cash On Pickup Accepted'. A red arrow points to the 'eBay Payments' option. The 'Shipping policy *' section has a red error message 'Shipping policy is required' and a 'Cancel' button. The 'Return policy *' section has a dropdown menu. The background shows the same listing form as the previous screenshot.

Policies

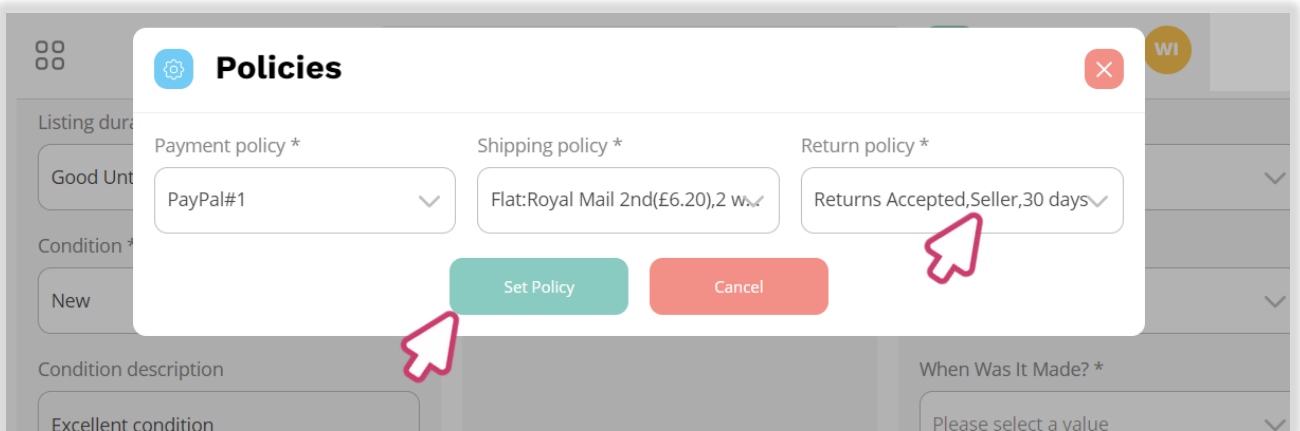
Click on the 'Shipping policy' field and select the relevant postage service provider.



The screenshot shows a 'Policies' modal window with three dropdown menus: 'Payment policy *', 'Shipping policy *', and 'Return policy *'. The 'Shipping policy *' dropdown is open, showing 'Flat:Royal Mail 2nd(£6.20),2 w...'. A red mouse cursor is pointing at the 'Set Policy' button. The 'Payment policy *' dropdown shows 'PayPal#1'. The 'Return policy *' dropdown shows 'Please select a value'. There are 'Set Policy' and 'Cancel' buttons at the bottom.

Click on the 'Return policy' field and select the relevant return policy.

Then click on the 'Set Policy' button.



The screenshot shows the 'Policies' modal window with the 'Return policy *' dropdown selected, showing 'Returns Accepted,Seller,30 days'. A red mouse cursor is pointing at the 'Set Policy' button. The 'Payment policy *' dropdown shows 'PayPal#1'. The 'Shipping policy *' dropdown shows 'Flat:Royal Mail 2nd(£6.20),2 w...'. There are 'Set Policy' and 'Cancel' buttons at the bottom.



eBay shipping policy not synced?

If you've not synced your eBay shipping policy into your World of Books Ecommerce account. You will have the option to specify these policies when creating a listing.

To set Shipping policy for domestic:
Click on 'edit' next to Shipping.

The screenshot shows the 'Shipping' section of the account settings. It includes a list of settings with 'edit' buttons: 'Item Specifics', 'Pricing & Payment', 'Shipping', and 'Return policy'. The 'Shipping' section is marked with a red 'X' and has a red arrow pointing to its 'edit' button. To the right, there are sections for 'Shopify tags' and 'What Is It? *' with 'edit' buttons.

From the pop-up screen, click on the 'Service provider' field and select a domestic shipping provider.

Enter item 'Shipping price'.

Or turn on 'Free shipping' if you are not charging a postage fee.

The screenshot shows the 'Shipping' pop-up screen. It has two main sections: 'Domestic shipping method *' and 'International shipping method'. The 'Domestic shipping method' section includes a 'Service Provider' dropdown (set to 'Royal Mail 1st Class'), a 'Price' input field (set to '5.50'), and a 'Free shipping' toggle switch (set to 'on'). A red arrow points to the 'Service Provider' dropdown, another red arrow points to the 'Price' input field, and a third red arrow points to the 'Free shipping' toggle switch. The 'International shipping method' section includes a 'Service Provider' dropdown (set to 'Please select a service provider'). At the bottom, there are 'Set Shipping' and 'Cancel' buttons.

eBay shipping policy not synced?

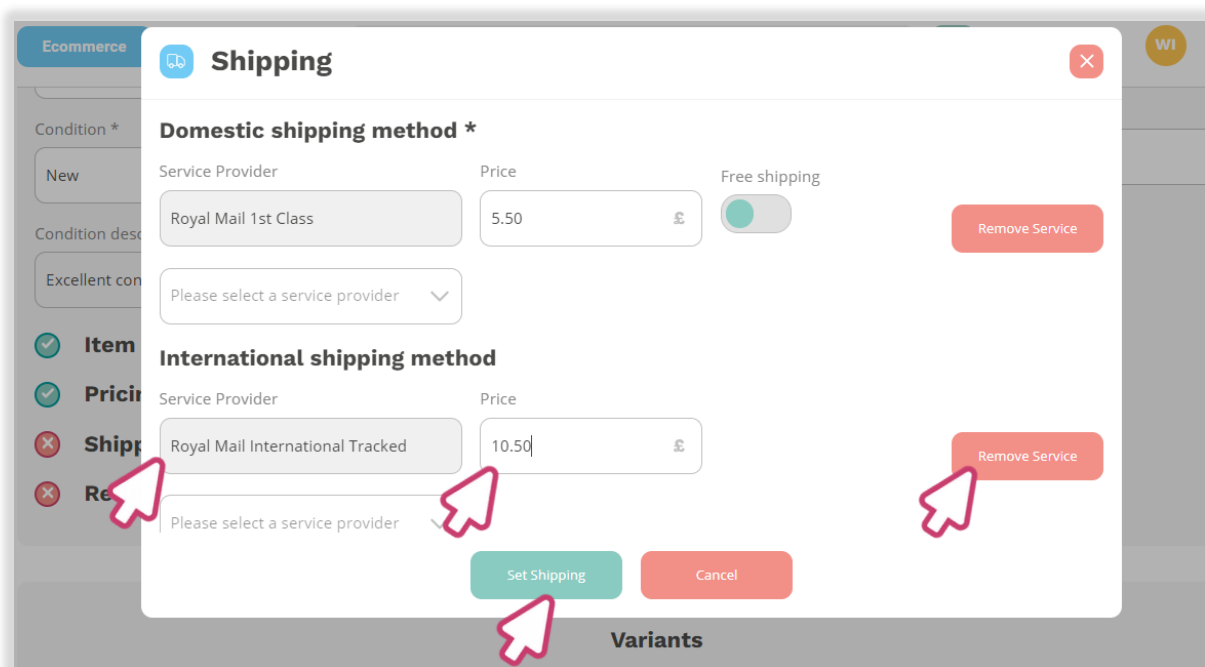
To set Shipping policy for international:

Click on 'International shipping method' and select a shipping provider.

Enter the postage amount.

To remove shipping, click on the 'Remove service' button.

Click on 'Set Shipping' once you are ready!



Ecommerce

Shipping

Domestic shipping method *

Service Provider	Price	Free shipping
Royal Mail 1st Class	5.50 £	<input checked="" type="checkbox"/>
Please select a service provider		

International shipping method

Service Provider	Price
Royal Mail International Tracked	10.50 £
Please select a service provider	

Set Shipping **Cancel**

Remove Service **Remove Service**

Condition *

New

Condition desc

Excellent con

Item

Prici

Shipp

Re

Variants



eBay return policy not synced?

If you've not synced your eBay return policy into your World of Books Ecommerce account, you will have the option to specify this policy when creating a listing.

To set return policy:
Click on the 'edit' button next to Return policy.

The screenshot shows a form for creating a listing. On the left, there are sections for 'Condition *' (set to 'New'), 'Condition description' (set to 'Excellent condition'), and a list of settings: 'Item Specifics', 'Pricing & Payment', 'Shipping', and 'Return policy'. Each setting has a green checkmark icon and an 'edit' button. The 'Return policy' button is highlighted with a red mouse cursor. To the right, there is a section for 'When was it Made? *' with a dropdown menu set to 'Please select a value'.

From the next screen, click on the 'Return accepted' field and select if you accept a return or not.

Also select a return duration from 14 to 60 days.

Select who pays for the return e.g Buyer.

Then click on the 'Set policy' button.

The screenshot shows a modal form titled 'Return Policy'. It has three dropdown menus: 'Return Accepted *' (set to 'yes'), 'Item Must Be Returned Within *' (set to '30 days'), and 'Return shipping will be paid by *' (set to 'Buyer'). At the bottom, there are two buttons: 'Set Policy' (green) and 'Cancel' (red). A red mouse cursor is pointing at the 'Set Policy' button.



Adding listing information for Shopify

For Shopify, select the correct account.

Click on the 'Custom Listing Title' field to modify the title if necessary.

Click on the 'Published on' field and select either 'Global' or 'Web'. (Web publishing is the process of publishing original content on the Internet which includes building and uploading websites, updating the associated webpages, and posting content to these webpages online. While global publishing refers to the international publishing original content on the internet).

Type-in the 'product type' if necessary. (This refers to the item category).

Switch on 'Customer shipping address' (to request the customer address when they checkout).

The screenshot displays the Shopify account setup interface. It features three main columns for different accounts: eBay, Shopify, and Etsy. The Shopify column is the primary focus. Red arrows point to the following fields:

- Account ***: A dropdown menu showing 'rpd1st'.
- Custom Listing Title (255 chars) ***: A text input field containing 'VidaXL Swivel Egg Chair with Cushion Red Greer'.
- Published on ***: A dropdown menu showing 'Global'.
- Product type**: A text input field containing 'Furniture'.
- Customer shipping address required**: A toggle switch that is currently turned on.

The eBay column shows a dropdown for 'jnohu92 - United Kingdom' and a category selection menu with 'Furniture & DIY' highlighted. The Etsy column shows a dropdown for 'Bence - shopiagoshoptest' and a category selection menu with 'Accessories' highlighted.



Adding listing information for Shopify

Click on the 'Vendor' field and enter the item manufacturer name if necessary.

Click on 'Shopify tag' field and enter tag(s) if necessary. Shopify tags are searchable keywords that are associated with the item, which helps customers locate your item when searching.

The screenshot displays the 'Add Listing' form for Shopify, organized into several sections:

- eBay Category:** A dropdown menu with a red 'X' icon. The 'Home, Furniture & DIY' category is selected and highlighted in blue. A red arrow points to this section.
- Secondary eBay Category:** A list of sub-categories including 'Appliances', 'Bath', 'Bedding', 'Celebration', 'Children's', 'Clocks', 'Cookware', and 'Curtains, B'. A red arrow points to this section.
- Listing duration *:** A dropdown menu with 'Good Until Cancelled' selected.
- Condition *:** A dropdown menu with 'New' selected. A red arrow points to this section.
- Condition description:** A text input field.
- Product type:** A text input field with 'Furniture' entered.
- Customer shipping address required:** A toggle switch that is currently turned on.
- Vendor:** A text input field with 'VidaXL' entered. A red arrow points to this field.
- Shopify Tags:** A section with two blue tags, 'Furniture' and 'Chair', and a text input field labeled 'Enter a new tag'. A red arrow points to this section.
- Etsy Category:** A list of categories including 'Accessories', 'Art & Collectibles', 'Bags & Purses', 'Bath & Beauty', 'Books, Movies & Music', 'Clothing', 'Craft Supplies & Tools', and 'Electronics & Accessories'.
- Who Made It? *:** A dropdown menu with 'Please select a value' selected.
- What Is It? *:** A dropdown menu with 'Please select a value' selected.
- When Was It Made? *:** A dropdown menu.

A red speech bubble icon is located in the bottom right corner of the form.

Adding listing information for Etsy

For Etsy, select the correct account.

Click on the 'Custom Listing Title' field to modify the title if necessary.

Manually type in the item category in the search field and select the closest match. Make sure you find the best fitting category.

Listing Data

Account *	Custom Listing Title (80 chars) *	Category	eBay Category	Secondary eBay Category
ebay	jnohu92 - United Kingdom	VidaXL Swivel Egg Chair with Cushion Red	Home, Furniture & DIY > Furniture >	Curtains, Blinds & Cushions
shopify	rpdlst	VidaXL Swivel Egg Chair with Cushion Re	Global	Furniture
Etsy	Bence - shopiagoshoptest	VidaXL Swivel Egg Chair with Cushion Red	Chair	Home And Living > Home Decor > Chair Pads And Covers > Chair Pads

If you can't find the right category, you can use the 'Item category selector' and look at the different categories to find the best fit.

<p>VidaXL Swivel Egg Chair with Cushion Red</p> <p>Category Suggest relevant categories</p> <p>Home, Furniture & DIY > Furniture ></p> <p>eBay Category <input checked="" type="checkbox"/> Secondary eBay Category</p> <ul style="list-style-type: none">Home & LivingFurniture	<p>VidaXL Swivel Egg Chair with Cushion Re</p> <p>Published on *</p> <p>Global</p> <p>Product type</p> <p>Furniture</p> <p>Customer shipping address required</p> <p>Vendor</p>	<p>VidaXL Swivel Egg Chair with Cushion Red</p> <p>Category</p> <p>Home, Furniture & DIY > Furniture ></p> <p>Etsy Category <input checked="" type="checkbox"/></p> <ul style="list-style-type: none">Home & LivingFurniture
---	---	---



Adding listing information for Etsy

Click on the 'Who made it' field, and select one option from the list.

Click on the 'What is it' field, and select one option from the list.

Click on the 'When was it made' field, and select the item manufacture year.

The screenshot shows the Etsy listing creation interface. On the left, there are category lists: 'Events Tickets', 'Everything Else', 'Films & TV', 'Garden & Patio', 'Health & Beauty', 'Holidays & Travel', 'Home, Furniture & DIY' (highlighted), 'Bath', 'Bedding', 'Celebration', 'Children's', 'Clocks', 'Cookware, Dining &...', and 'Curtains, Blinds & A...'. Below these are 'Listing duration *' (set to 'Good Until Cancelled'), 'Condition *' (set to 'New'), and 'Condition description' (set to 'Excellent condition'). The central section includes 'Customer shipping address required' (toggle on), 'Vendor' (set to 'VidaXL'), and 'Shopify Tags' (set to 'Furniture' and 'Chair'). The right section contains three dropdown menus: 'Who Made It? *' (set to 'Another company or person'), 'What Is It? *' (set to 'A finished product'), and 'When Was It Made? *' (set to '2020 - 2021'). Red arrows point to each of these three dropdown menus. A red speech bubble icon is in the bottom right corner.

To add shipping & dimensions information, click on 'Edit' button.

The screenshot shows the same Etsy listing creation interface, but now with the 'Shipping & Dimensions' and 'Other Options' sections visible at the bottom. The 'Item Specifics' section is checked and has an 'edit' button. The 'Pricing & Payment' section is checked and has an 'edit' button. The 'Policies' section is checked and has an 'edit' button. The 'Shipping & Dimensions' section is unchecked and has an 'edit' button. The 'Other Options' section is unchecked and has an 'edit' button. Red arrows point to the 'edit' buttons for 'Shipping & Dimensions' and 'Other Options'. A red speech bubble icon is in the bottom right corner.



Adding listing information for Etsy

On the pop-up screen, enter all the item dimensions.

Once all necessary information is entered, click on the 'Set Shipping' button.

A screenshot of a "Shipping & Dimensions" pop-up form. The form has a title bar with a close button (X) and a back arrow. It contains several input fields: "Shipping template *" with a dropdown menu showing "Shopiago (United Kingdom)"; "Item dimension unit" with a dropdown menu showing "centimeter"; "Item weight unit" with a dropdown menu showing "gram"; "Item height" with a text input field containing "35"; "Item width" with a text input field containing "20.5"; "Item length" with a text input field containing "45"; and "Item weight" with a text input field containing "20.5". At the bottom, there are two buttons: "Set Shipping" (green) and "Cancel" (red). A red mouse cursor is pointing at the "Set Shipping" button.

To add more item information, click on the 'Other Options' edit button.

A screenshot of a listing management interface. It shows a list of items with columns for "Condition", "Shipping tags", and "What Is It?". The "Condition" column has a dropdown menu with "Good Until Cancelled" and "New". The "Shipping tags" column has a text input field with "Enter a new tag" and buttons for "Furniture" and "Chair". The "What Is It?" column has a dropdown menu with "Another company or person" and "A finished product". Below the list, there are three sections: "Item Specifics", "Pricing & Payment", and "Policies", each with an "edit" button. The "Shipping & Dimensions" section is also visible, with an "edit" button. The "Other Options" section is highlighted with a red mouse cursor pointing at its "edit" button.



Adding listing information for Etsy

On the pop-up screen, enter any additional item options, like tags, style, shop section, processing times etc.

Then click on the 'Set Options' button.

A screenshot of the 'Other options' pop-up screen in the World of Books interface. The pop-up is white with a red close button in the top right corner. It contains several input fields and buttons. A red arrow points to the 'Set Options' button at the bottom. The background shows a sidebar with icons and a list of items for sale.

Other options

Recipient: Not specified

Shop Section: Please select a Shop section

Occasion: Please select a value

Featured rank: custom. place

Rank value: 1

Minimum Processing Time: 2

Maximum Processing Time: 4

Etsy Tags: Furniture, Chair

Style: Enter a new style

Materials: Engineered Wood

Nontaxable: ☒

Enter a new material

Set Options Cancel



Adding Variations

Variants are sets of products that are related but differ in terms of their characteristics, e.g. So, when you have similar products with multiple variants such as size and colour, you can create variations to include these characteristics. If the item doesn't have variations, scroll down to Slide 53.

To create Variants for the item:
Click on the 'I want to create variants' button.

✓ **Pricing & Payment** [edit](#)

✓ **Shipping** [edit](#)

✓ **Return policy** [edit](#)

Variants

Fixed price listings could be used on each attached marketplace. These listings have a fixed price and could have multiple variants and quantities. These listings could be created for multiple marketplaces at the same time, Shoplago will handle the reconciliation on each selling.

[I want to create variants](#) [This item doesn't have variants](#)

From the pop-up screen, click on the 'Property' field and select a variant type. (Variants properties are suggested based on the selected item category).

Create Variations

You can select 2 variant properties for your product. These are the suggested ones depending on the selected eBay category. You can also create custom properties, but using them will result a worse search rank on eBay.

Property

Please select a value

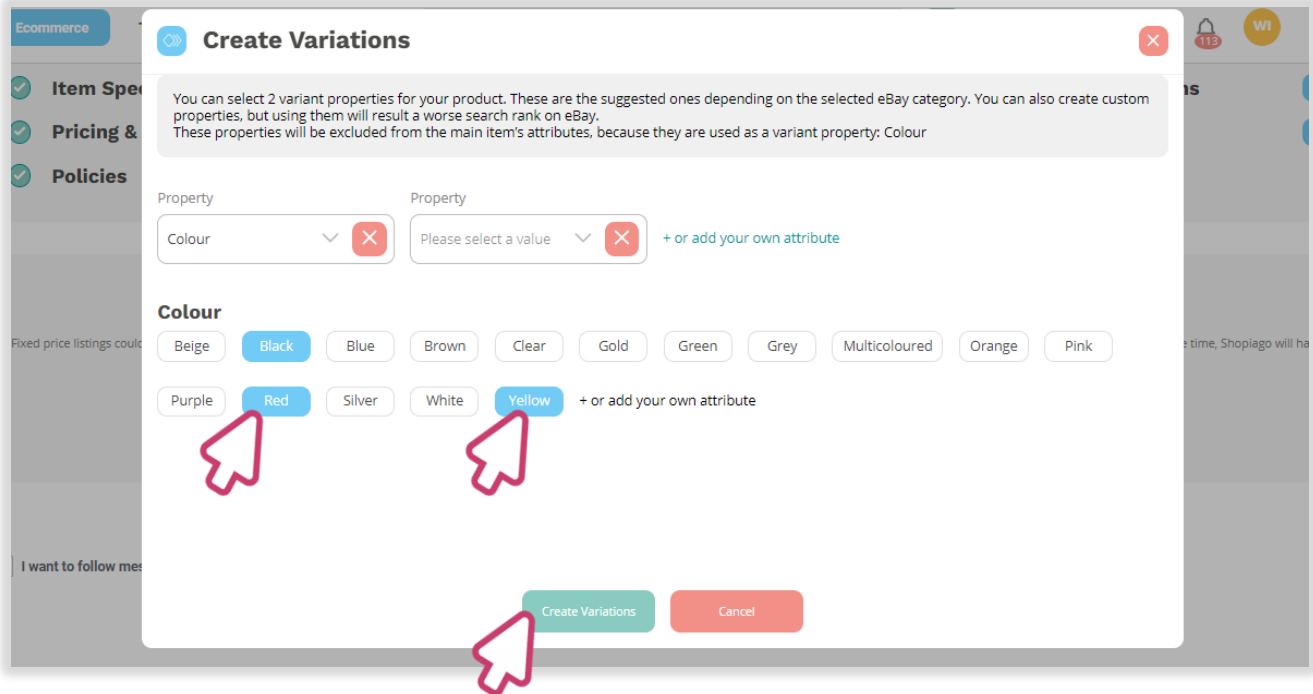
- Colour
- Item Height
- Item Width
- Type
- Upholstery Fabric

[+ create custom property](#)

[Create Variations](#) [Cancel](#)

Adding Variations

Next, select the item variants from the pre-populated options.
And click on the 'Create Variations' button.



Create Variations

You can select 2 variant properties for your product. These are the suggested ones depending on the selected eBay category. You can also create custom properties, but using them will result a worse search rank on eBay. These properties will be excluded from the main item's attributes, because they are used as a variant property: Colour

Property: Colour

Property: Please select a value

+ or add your own attribute

Colour

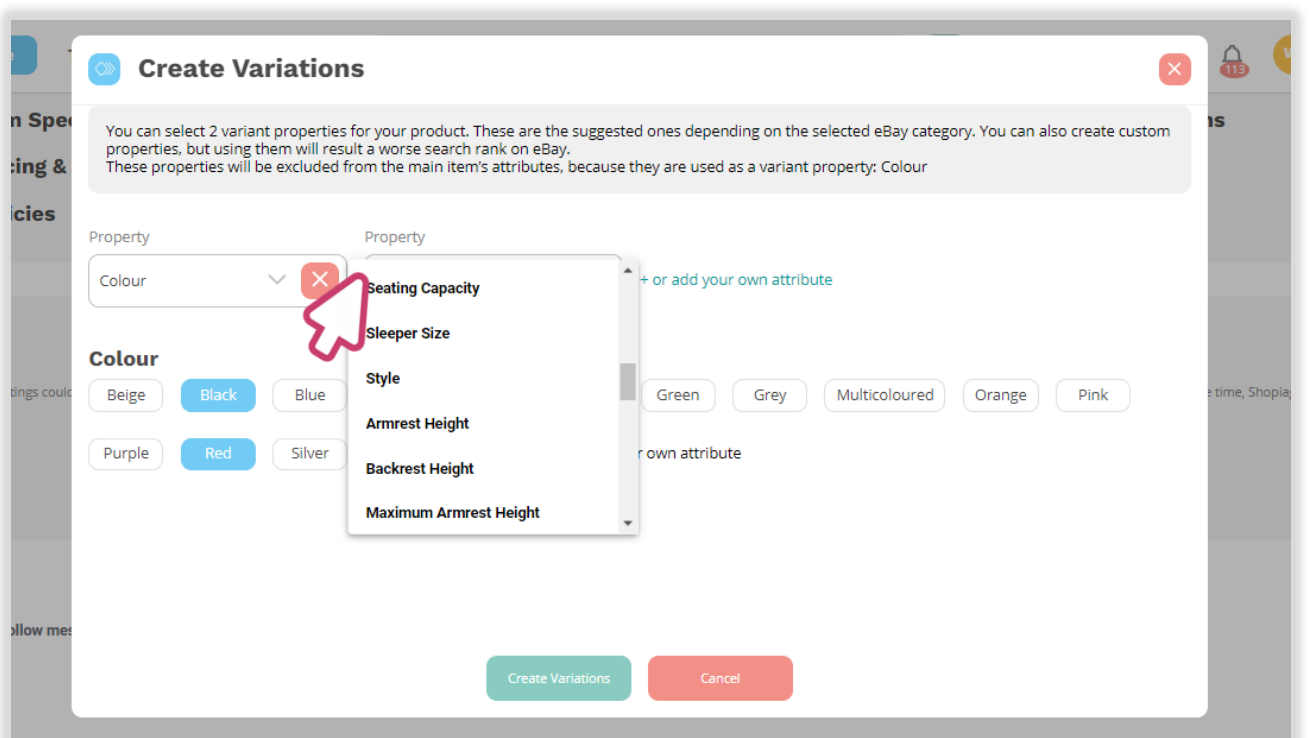
Beige Black Blue Brown Clear Gold Green Grey Multicoloured Orange Pink

Purple Red Silver White Yellow

+ or add your own attribute

Create Variations Cancel

To add additional variants, click on the next property and select a variant type.



Create Variations

You can select 2 variant properties for your product. These are the suggested ones depending on the selected eBay category. You can also create custom properties, but using them will result a worse search rank on eBay. These properties will be excluded from the main item's attributes, because they are used as a variant property: Colour

Property: Colour

Property: Seating Capacity

+ or add your own attribute

Colour

Beige Black Blue Brown Clear Gold Green Grey Multicoloured Orange Pink

Purple Red Silver White Yellow

+ or add your own attribute

Seating Capacity

Sleeper Size

Style

Armrest Height

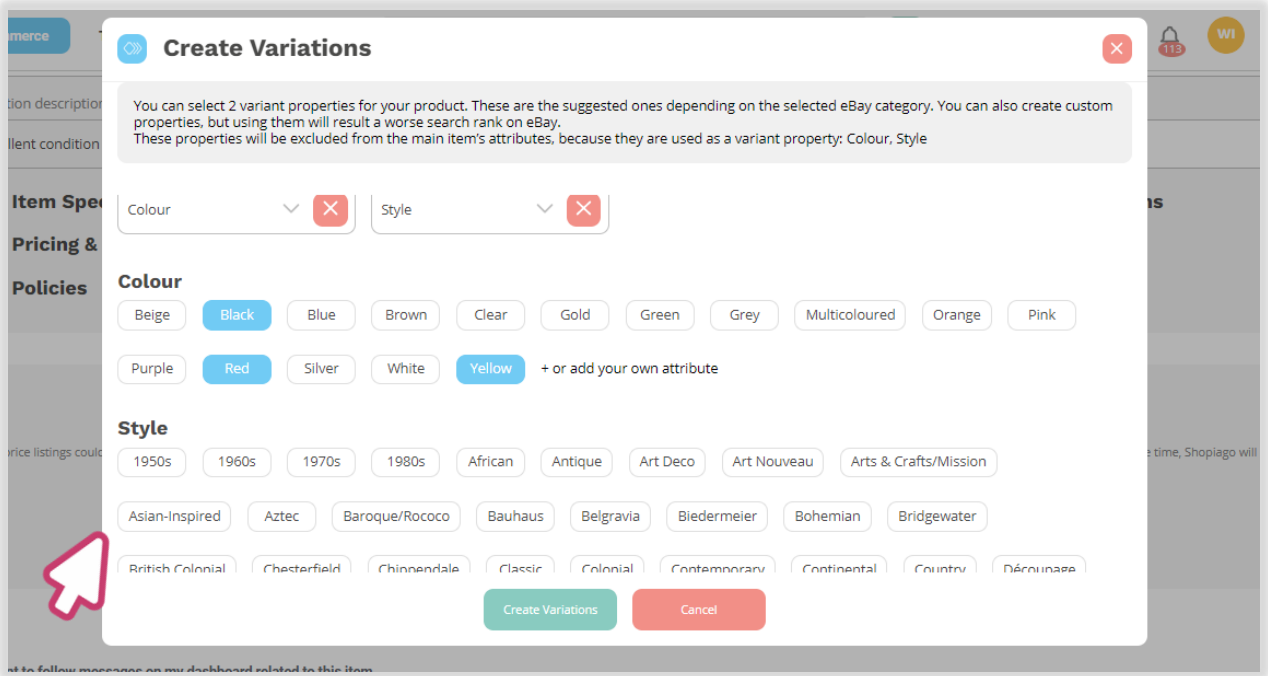
Backrest Height

Maximum Armrest Height

Create Variations Cancel

Adding Variations

Then, select the item variants from the pre-populated options.



Create Variations

You can select 2 variant properties for your product. These are the suggested ones depending on the selected eBay category. You can also create custom properties, but using them will result a worse search rank on eBay. These properties will be excluded from the main item's attributes, because they are used as a variant property: Colour, Style

Colour

Colour

Beige Black Blue Brown Clear Gold Green Grey Multicoloured Orange Pink

Purple Red Silver White Yellow + or add your own attribute

Style

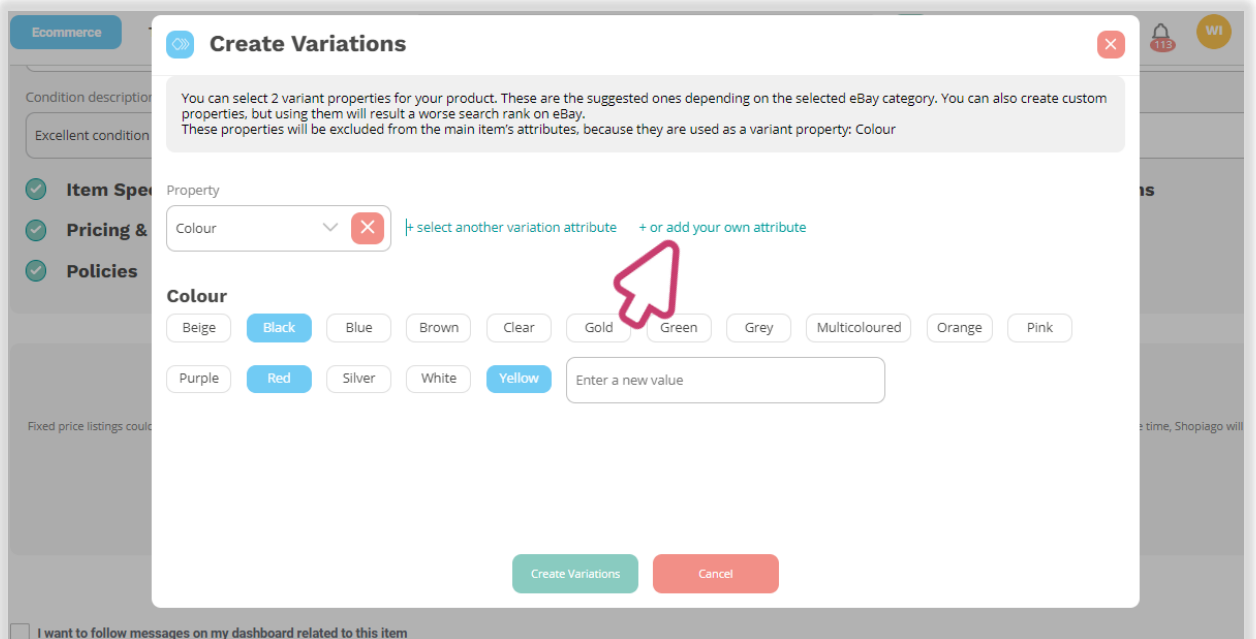
1950s 1960s 1970s 1980s African Antique Art Deco Art Nouveau Arts & Crafts/Mission

Asian-Inspired Aztec Baroque/Rococo Bauhaus Belgravia Biedermeier Bohemian Bridgewater

British Colonial Chesterfield Chippendale Classic Colonial Contemporary Continental Country Décor

Create Variations Cancel

To add custom variant properties, click on 'Or add your own attribute' tab and enter the property name. Please note: Creating a custom properties, might reduce your item visibility on Marketplace(s).



Create Variations

You can select 2 variant properties for your product. These are the suggested ones depending on the selected eBay category. You can also create custom properties, but using them will result a worse search rank on eBay. These properties will be excluded from the main item's attributes, because they are used as a variant property: Colour

Property [+ select another variation attribute](#) [+ or add your own attribute](#)

Colour

Beige Black Blue Brown Clear Gold Green Grey Multicoloured Orange Pink

Purple Red Silver White Yellow Enter a new value

Create Variations Cancel



Adding Variations

Once all variants are set, click on the 'Create Variations' button.

Create Variations

You can select 2 variant properties for your product. These are the suggested ones depending on the selected eBay category. You can also create custom properties, but using them will result a worse search rank on eBay. These properties will be excluded from the main item's attributes, because they are used as a variant property: Colour, Style

Property: Colour Style:

Colour

Beige Black Blue Brown Clear Gold Green Grey Multicoloured Orange

Pink Purple Red Silver White Yellow

Style

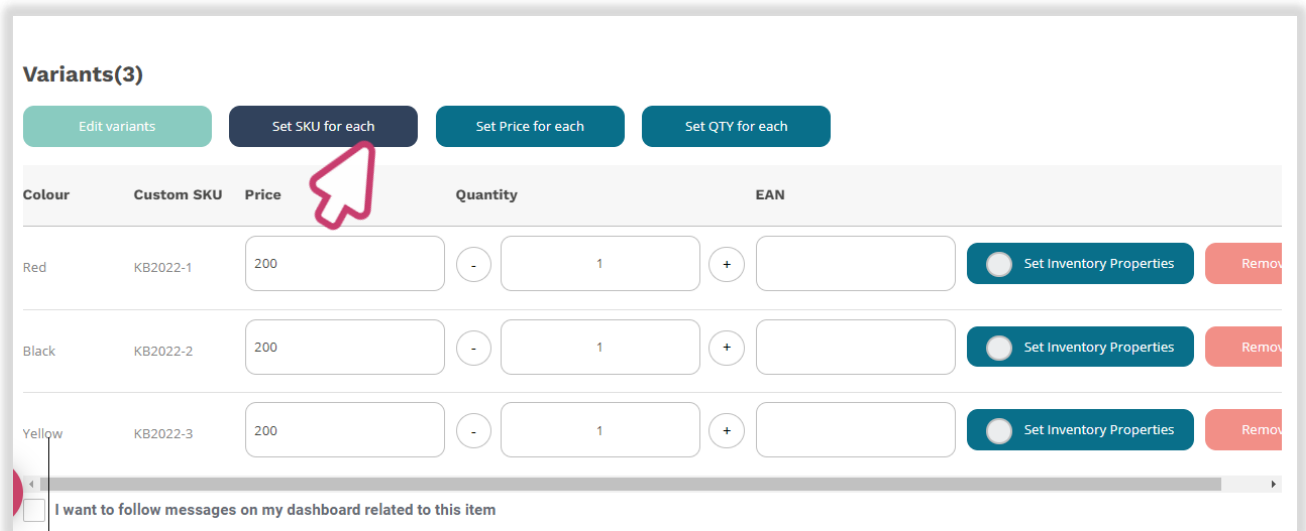
1950s 1960s 1970s 1980s African Antique Art Deco Art Nouveau Arts & Crafts/Mission

Asian-Inspired Aztec Baroque/Rococo Bauhaus Belgravia Biedermeier Bohemian Bridgewater

Adding Variations

If you have not entered the item SKU previously in the 'price and tags' section, you can still assign a 'Custom SKU' (Stock Keeping Unit) to the items if necessary. Otherwise, leave it blank as the system will automatically assign a SKU to the items.

To set SKU to all variant items, click on the 'Set SKU for each' button.



Variants(3)

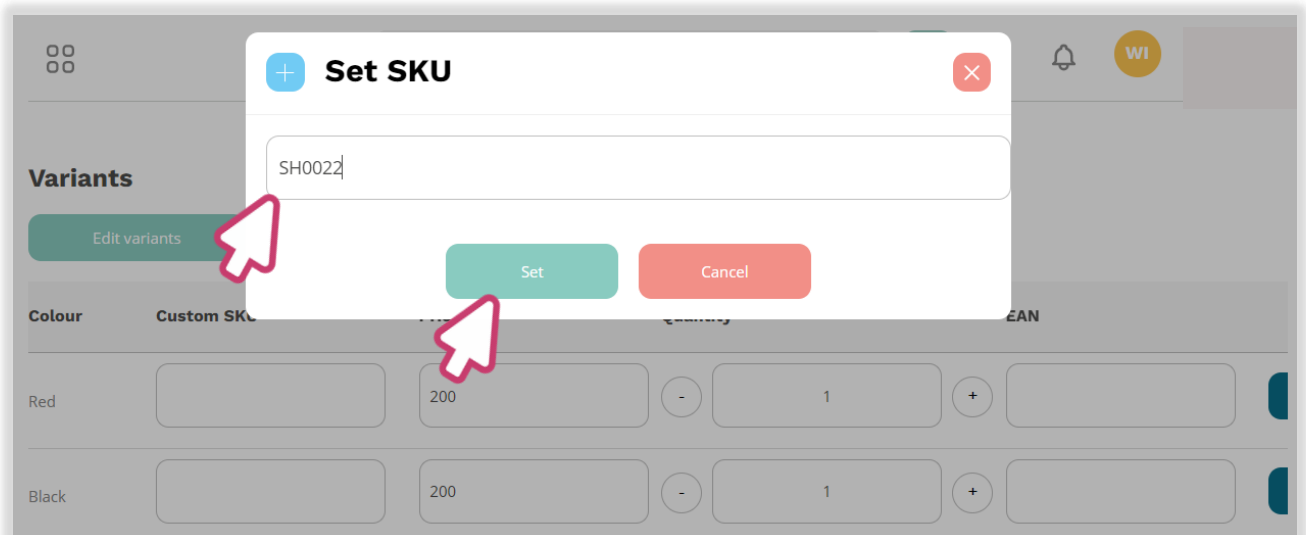
Edit variants Set SKU for each Set Price for each Set QTY for each

Colour	Custom SKU	Price	Quantity	EAN	
Red	KB2022-1	200	- 1 +		<input type="radio"/> Set Inventory Properties <input type="button" value="Remove"/>
Black	KB2022-2	200	- 1 +		<input type="radio"/> Set Inventory Properties <input type="button" value="Remove"/>
Yellow	KB2022-3	200	- 1 +		<input type="radio"/> Set Inventory Properties <input type="button" value="Remove"/>

☐ I want to follow messages on my dashboard related to this item

From the pop-up screen, type-in the SKU into the text field.

Then, click on the 'Set' button.



Set SKU

SH0022

Variants

Edit variants

Colour	Custom SKU	Price	Quantity	EAN
Red		200	- 1 +	
Black		200	- 1 +	

Adding item Variants information

The item price for each variant will be pre-populated. If not, click on the 'Set price for each' button to add the price.

Variants(3)

Edit variants Set SKU for each **Set Price for each** Set QTY for each

Colour	Custom SKU	Price	Quantity	Quantity	Quantity	EAN	
Black	KB2022-1	200	-	1	+		<input type="radio"/> Set Inventory Properties <input type="button" value="Remove"/>
Red	KB2022-2	200	-	1	+		<input type="radio"/> Set Inventory Properties <input type="button" value="Remove"/>
Yellow	KB2022-3	200	-	1	+		<input type="radio"/> Set Inventory Properties <input type="button" value="Remove"/>

☐ I want to follow messages on my dashboard related to this item

And enter the item price into the 'Set price' field.

Then, click on the 'Set' button.

Set Price

200

Variants(3)

Edit variants

Colour	Custom SKU	Price	Quantity	Quantity	Quantity	EAN	
Black	KB2022-1	200	-	1	+		<input type="radio"/> Set Inventory Properties <input type="button" value="Remove"/>
Red	KB2022-2	200	-	1	+		<input type="radio"/> Set Inventory Properties <input type="button" value="Remove"/>



Adding item Variants information

If the item prices are different for each item, click on the 'Price' field and manually enter them individually.

Variants(3)

Edit variants

Set SKU for each

Set Price for each

Set QTY for each

Colour	Custom SKU	Price	Quantity			EAN	
Black	KB2022-1	<input type="text" value="200"/>	-	<input type="text" value="1"/>	+	<input type="text"/>	<input type="radio"/> Set Inventory P
Red	KB2022-2	<input type="text" value="205"/>	-	<input type="text" value="1"/>	+	<input type="text"/>	<input type="radio"/> Set Inventory P
Yellow	KB2022-3	<input type="text" value="190"/>	-	<input type="text" value="1"/>	+	<input type="text"/>	<input type="radio"/> Set Inventory P

☐ I want to follow messa my dashboard related to this item

Next, manually enter item quantity, or use the 'Quantity adjustment button' to increase or decrease item quantity for each variant.

Variants(3)

Edit variants

Set SKU for each

Set Price for each

Set QTY for each

Colour	Custom SKU	Price	Quantity			EAN	
Black	KB2022-1	<input type="text" value="200"/>	-	<input type="text" value="2"/>	+	<input type="text"/>	<input type="radio"/> Set Inventory P
Red	KB2022-2	<input type="text" value="205"/>	-	<input type="text" value="1"/>	+	<input type="text"/>	<input type="radio"/> Set Inventory P
Yellow	KB2022-3	<input type="text" value="190"/>	-	<input type="text" value="1"/>	+	<input type="text"/>	<input type="radio"/> Set Inventory P

☐ I want to follow messages on my dashboard related to this item



Adding Variations

Enter the item identifier number (EAN) for each variant. Identification number makes it easier for customers to find your item, so please be sure to fill this field.

If your item doesn't have EAN, click the text field and select Does Not Apply.

Variants(3)

Edit variants Set SKU for each Set Price for each Set QTY for each

Colour	Custom SKU	Price	Quantity	EAN	
Black	KB2022-1	200	- 2 +	Does Not Apply	<input type="radio"/> Set Inventory Properties
Red	KB2022-2	205	- 1 +	Does Not Apply	<input type="radio"/> Set Inventory Properties
Yellow	KB2022-3	190	- 1 +	<input type="text" value="Does Not Apply"/>	<input type="radio"/> Set Inventory Properties

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Create Listing Save as a draft Save as a template Cancel



Set Inventory Data for Variant

Setting inventory data for variants will help you manage and track your stock record when selling the same item in different sizes, colours, etc. to single or multiple Marketplaces. When one of the items is sold, the system will adjust the inventory level for each sale.

To set inventory information for each variant, click on 'set inventory properties' button.

Variants(3)

Edit variants

Set SKU for each

Set Price for each

Set QTY for each

Colour	Custom SKU	Price	Quantity			EAN	
Red	KB2022-1	<input type="text" value="200"/>	-	<input type="text" value="2"/>	+	Does Not Apply	<div><div>Set Inventory Properties</div><div>Remove</div></div>
Black	KB2022-2	<input type="text" value="200"/>	-	<input type="text" value="1"/>	+	Does Not Apply	<div><div>Set Inventory Properties</div><div>Remove</div></div>
Yellow	KB2022-3	<input type="text" value="200"/>	-	<input type="text" value="1"/>	+	Does Not Apply	<div><div>Set Inventory Properties</div><div>Remove</div></div>

☐ I want to follow messages on my dashboard related to this item

Create Listing

Save as a draft

Save as a template

Cancel



Set Inventory Data for Variant

From the next screen, enter variant quantity. You can use the ‘Quantity adjustment button’ to increase or decrease the variant quantity.

Enter item Gift Aid number or Select ‘Does Not Apply’ from the drop-down if you don’t have it.

Enter the ‘Tote/Box ID’ where the item would be stored. This can be box or shelf number. Or select ‘Does not apply’ if it is not applicable.

Click on ‘source shop’ field and select where the item is stored.

To set an additional inventory item , click on ‘Add more inventory item’, and enter the item quantity, source shop, gift aid and tote/Box ID.

Once all inventory information are set, click on the ‘Set’ button.

Set Inventory Data for Variant

You have set 1 selling quantity for this variant. Please enter the inventory details for these 1 items.

Variant	Quantity	Gift Aid Number	Tote/Box ID *	Source Shop
Black	- 2 +	Does Not Apply	Does Not Apply	WH
	- 1 +	Does Not Apply	Does Not Apply	Shoptown Industries 2

Remove **Add more inventory item** **Set** **Cancel**



Set Inventory Data for Variant

Once properties are set, a green tick will appear in the inventory properties button.

If you have more than one variant item,
Click on the next variant 'inventory properties' button.

Variants(3)

Edit variants Set SKU for each Set Price for each Set QTY for each

Colour	Custom SKU	Price	Quantity	EAN	
Red	KB2022-1	200	- 2 +	Does Not Apply	<input checked="" type="checkbox"/> Set Inventory Properties Remove
Black	KB2022-2	200	- 1 +	Does Not Apply	<input type="checkbox"/> Set Inventory Properties Remove
Yellow	KB2022-3	200	- 1 +	Does Not Apply	<input type="checkbox"/> Set Inventory Properties Remove

☐ I want to follow messages on my dashboard related to this item

And enter all necessary information and then, click on the 'Set' button.

Set Inventory Data for Variant

You have set 1 selling quantity for this variant. Please enter the inventory details for these 1 items.

Variant: Black

Quantity: - 2 +

Gift Aid Number: Does Not Apply

Tote/Box ID *: Does Not Apply

Source Shop: WH

Add more inventory item

Set Cancel

Please repeat the same process for other variants.



Submit your listing

Once all item information is entered, click on the 'Create listing' button to list the item.

variants(3)

Edit variants

Set SKU for each

Set Price for each

Set QTY for each

Custom SKU	Price		Quantity		EAN		
KB2022-1	<input type="text" value="200"/>	-	<input type="text" value="2"/>	+	<input type="text" value="Does Not Apply"/>	<input checked="" type="checkbox"/> Set Inventory Properties	Remove
KB2022-2	<input type="text" value="200"/>	-	<input type="text" value="1"/>	+	<input type="text" value="Does Not Apply"/>	<input checked="" type="checkbox"/> Set Inventory Properties	Remove
KB2022-3	<input type="text" value="200"/>	-	<input type="text" value="1"/>	+	<input type="text" value="Does Not Apply"/>	<input checked="" type="checkbox"/> Set Inventory Properties	Remove

☐ I want to follow messages on my dashboard related to this item

Create Listing

Save as a draft

Save as a template

Cancel



For non-variant items

If you don't want to add item variants,

Click on the 'This item doesn't have variants' button.

Variants

Fixed price listings could be used on each attached marketplace. These listings have a fixed price and could have multiple variants and quantities. These listings could be created for multiple marketplaces at the same time, Shopiigo will handle the reconciliation on each selling.

I want to create variants

This item doesn't have variants



☐ I want to follow messages on my dashboard related to this item

Create Listing

Save as a draft

Save as a template

Cancel





Enter the item's information

Enter the 'Tote/Box ID' where the item would be stored. This can be box or shelf number. Or select 'Does not apply' if it is not applicable.

Enter item Gift Aid number or Select 'Does Not Apply' from the drop-down if you don't have it.

Click on 'source shop' field and select where the item is stored.

If you have initially assigned a custom SKU (Stock Keeping Unit) to the item, this will automatically be populated.

Enter variant quantity. You can use the 'Quantity adjustment button' to increase or decrease the variant quantity.

Enter the product identifier number. Product identification number makes it easier for customers to find your item. Or click the text field and select Does Not Apply. If your item doesn't have EAN.

Other Options [edit](#)

Item's information

Tote/Box ID *	Gift Aid Number	Source Shop	Custom SKU	Quantity	EAN
<input type="text" value="Does Not Apply"/>	<input type="text" value="Does Not Apply"/>	<input type="text" value="Shoptown Industries -Shop"/>	<input type="text" value="KB2022-1"/>	<input type="text" value="1"/>	<input type="text" value="Does Not Apply"/>

☐ I want to follow messages on my dashboard related to this item

[Create Listing](#) [Save as a draft](#) [Save as a template](#) [Cancel](#)

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Submit your listing

Once all item information is entered, click the 'Create listing' button to list item.

Other Options

edit

Item's information

Tote/Box ID *	Gift Aid Number	Source Shop	Custom SKU	Quantity	EAN
Does Not Apply	Does Not Apply	Shopitown Industries -Shop	KB2022-1	- 1 +	Does Not Apply

Do you want to create variants for this listing? Click here!

☐ I want to follow messages on my dashboard related to this item

Create Listing

Save as a draft

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v2.0.6



Listing option

Once you've clicked on the 'Create listing' button, you will be prompted to select one listing type:

List immediately - when you want the item to go live instantly.

Add to queue - means the item will be sent to eBay at a scheduled time that you have determined within your settings.

List on date – a set date that you want the item to go live on eBay.

The screenshot shows a 'Listing create settings' dialog box with a title bar containing a gear icon and a close button. The dialog is divided into sections: 'Listing type' with three radio button options ('List Immediately', 'Add to queue', and 'List on a date'), 'Auto cancel after days' with an empty input field, and 'Reprice rule' with a dropdown menu showing 'DISCOUNT'. At the bottom are three buttons: 'List it' (teal), 'List it & create new' (dark teal), and 'Cancel' (red). A red mouse cursor is pointing at the 'Add to queue' option.

Listing create settings

Listing type

☒ List Immediately

☐ Add to queue

☐ List on a date

Auto cancel after days

Reprice rule

DISCOUNT

List it List it & create new Cancel



Listing option

If you've selected 'Add to queue' as your listing option:

Enter a value for 'Auto-cancel after days'.

Click on the 'Reprice rule' field and select a rule that you've created, or leave blank if it is not applicable.

Finally, click 'List it' OR 'list it & create new' button.

A screenshot of a web application showing a modal window titled "Listing create settings". The modal has a close button (red X) in the top right corner. It contains three main sections: "Listing type" with a dropdown menu showing "Add to queue"; "Auto cancel after days" with a text input field containing "30"; and "Reprice rule" with a dropdown menu showing "FIXED". At the bottom of the modal are three buttons: "List it" (green), "List it & create new" (dark blue), and "Cancel" (red). Three red arrows point to the "Set SKU for each" button in the background, the "Reprice rule" dropdown, and the "List it" button. The background shows a table with columns for "Trade-in", "Settings", and "Custom SKU", with rows for items like "QuickTak", "PocketC", and "PocketC" with their respective SKUs (Sh44890, Sh50502, Sh20033). There are also "Set Inventory" buttons and "Not Apply" text in the background.


Listing confirmation

Once the item is listed, you will be taken to the item details page, where you will find all information relating to the item.

vidaXL Swivel Egg Chair with Cushion Yellow Velvet

Actions

Generic dataMarketplacesInventoryCommunication boardHistory



Fixed Price Listing

6/5/2022 08:30

The Auto-cancel feature is on for this listing.

0 of 30 days

Turn off auto cancel

Description

See HTML description

Status

Shopify

vidaXL Swivel Egg Chair with Cushion Yellow Velvet

Cancelled

Variants

Variant	Quantity	Price	
XY2000125592-1 Yellow		200.00	1
XY2000125592-2 Red		200.00	1
XY2000125592-3 Black		200.00	1



Happy Selling

If you need further help or support,
please speak to your Customer Success Manager
or access Live Chat when logged in.