Standard Operating Procedure: Editing Attribute Values

User Interface | Step-by-Step Process

1. **Find your item**
    - Log in to Mirakl and navigate to ***Catalog > Catalog Management***.
    - Use the search box and enter the **UPC** or **OMSID** you are reviewing.
2. **Review and Edit**
    - Click on the item to enter the product page.
    - Click **Edit** in the upper right corner.
    - Update the attribute value you'd like to change (e.g. marketing, images, etc.)
    - **Save** your changes.
3. **Confirmation**
    - Refresh the product page and ensure the attribute value has been updated.
    - The support team will process your changes and update the catalog accordingly.

Bulk Import | Step-by-Step Process

1. **Export your Items**
    - Log in to Mirakl and navigate to ***Catalog* > Catalog Management**.
    - Use the search box and enter the **UPCs** or **OMSIDs** you are reviewing. Select the checkboxes or click 'Select all'.
    - Generate Export File > Download last generated export file.
2. **Review and Edit**
    - Open Export File.
    - Edit the attribute values you would like to change
    - Review all fields. Empty red columns will cause items to be invalid.
4. **Import**
    - Go to ***Catalog > Product Imports > Import Products > Select File > Confirm***.
    - To verify your import was successful, select **Track Import Status**.
    - Once your import has been Completed, select "View Details" to ensure there are no errors.

Additional Tips

- **Support:** For persistent issues, create a support ticket via the THD Help Center or use Mirakl's AI Help Chat for immediate assistance.