How to add image into the catalogue:

1. Under the GTIN list page, click the **number zero** of the GTIN that you will be adding an image under the column image.

			GTIN	△	GTIN Type	Pack	Color	Color Description	Size	Size Description	Published Cost	Suggested Retail	Create Date	Last Update Date	Discontinue Date	Images
☐																
☐	0	0			UP		960	MULICOLOR	00000	NO SIZE			04/27/2015	04/27/2015		0

- **You can also add an image under product list page.**

2. Click the add image attributes:

Selection Code List > Product List > GTIN List > **Item Media**
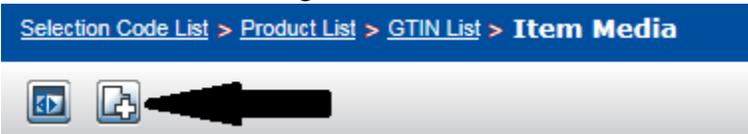
3. Fill up the mandatory fields highlighted in yellow. Click **save**.

4. After saving, click the **upload image** button.
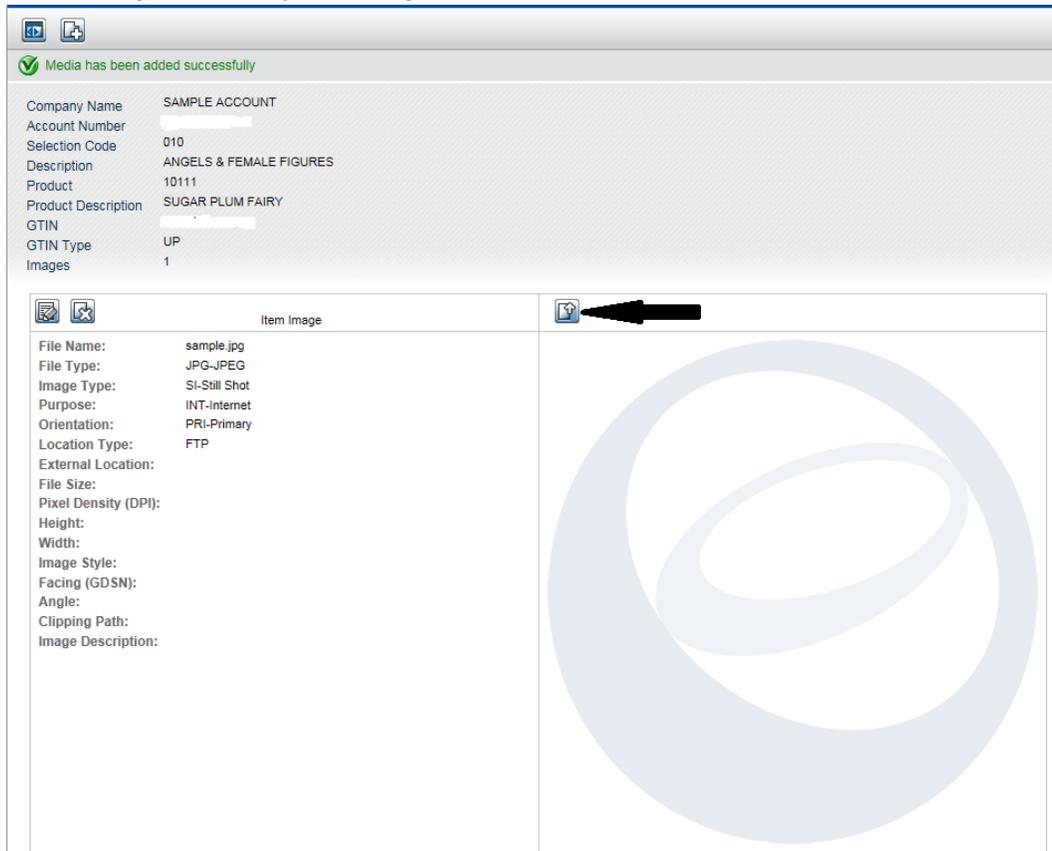
5. Click **browse** to find the image that you want to upload. Make sure that the file size of the image is below 500KB. Click **save**.
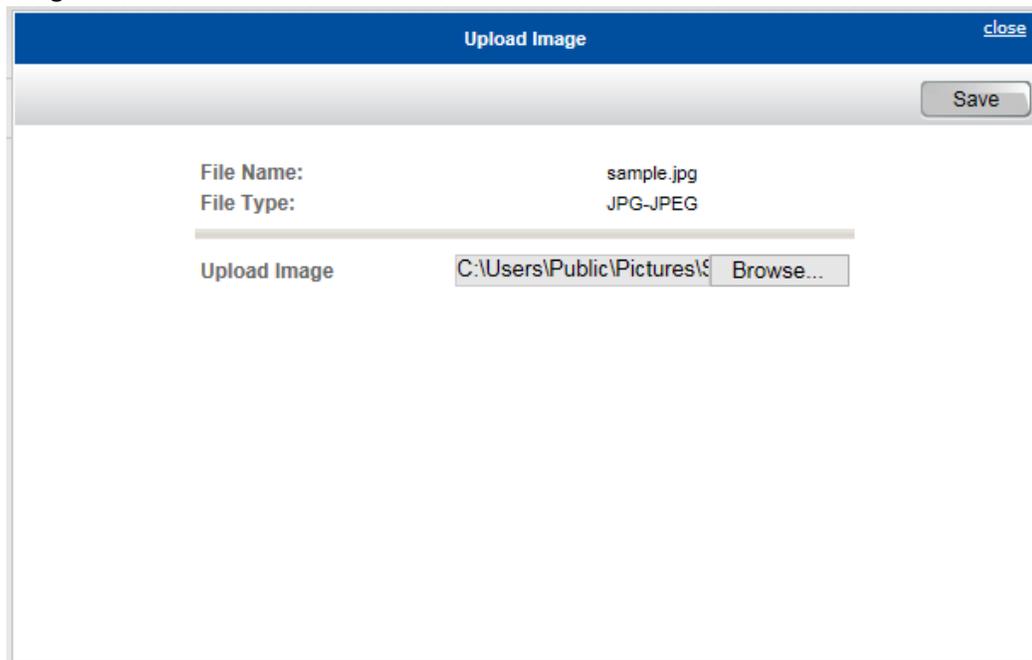
6. After saving your image will be available on your catalogue.

Selection Code List > Product List > GTIN List > **Item Media**

✓ Media has been updated successfully

Company Name	SAMPLE ACCOUNT
Account Number	
Selection Code	010
Description	ANGELS & FEMALE FIGURES
Product	10111
Product Description	SUGAR PLUM FAIRY
GTIN	
GTIN Type	UP
Images	1

Item Image

File Name:	sample.jpg
File Type:	JPG-JPEG
Image Type:	SI-Still Shot
Purpose:	INT-Internet
Orientation:	PRI-Primary
Location Type:	FTP
External Location:	
File Size:	
Pixel Density (DPI):	
Height:	
Width:	
Image Style:	
Facing (GDSN):	
Angle:	
Clipping Path:	
Image Description:	

Selection Code List > Product List > GTIN List > **Item Media**