



Listing Process: Part 3 Stage your Products

Step 3

Stage your Products

- ▶ Select the items you want to Stage from the Product Workspace using the checkboxes on left hand side of grid.
- ▶ Select the stage button
- ▶ Select the marketplaces you want to stage your items to

Tips & Tricks

- ▶ Adding category Tags to your items if you list in multiple categories. This will make it easier to add categories in Step 4.
- ▶ Tags can be added to the file by adding column name Tag_1
- ▶ If you do not have UPC and are listing to ebay, use “Does Not Apply” in the UPC field. This will not work for Walmart.
- ▶ Remove columns from spreadsheet you are not updating. This will speed up the import process.

Resources

- ▶ Support email - support@selleractive.com
- ▶ Support articles - www.selleractive.com/support