



Product creation guide

fnac

Summary

Welcome on Fnac's [product management platform](#)!

The aim of this guide is to present you the platform and its functionalities.

You will find the interfaces with your products and the status, the different methods to create new products and explanations to correct your data information.

1. [Plateform discovery](#)
2. [Manual product creation](#)
3. [Product import with FNAC template](#)
4. [Product import with seller template](#)
5. [Product data correction](#)



1. Platform discovery

My Inventory: understand the dashboard

Click on > **My Inventory** > **Catalog management**

Zone A : Predefined filters to access product list rapidly

- My products: all your products created no matter their status
- To process: all your products with « Invalid data » that need correction
- Published: all products already visible on the front end
- Rejected: all products the operator does not wish to sell on the website
- All products: you will find all the Operator's products

Zone B : Custom filters visible in each predefined filters

Zone C : Access to the product manual creation

Zone D : Rapid view on product main status

- **Invalid data**: the data in the product detailed page needs to be reviewed by the seller
- **Pending**: the product has « Valid data » and is « Acceted by the Operator », it is currently pending to be published
- **Published**: the product has « Valid data » and is « Acceted by the Operator », it is published on the website
- **Publication error**: the product has « Valid data » and is « Acceted by the Operator » but an error occured during the publication phase
- **Rejeted by the Operator**: the product does not match the Operator DNA

The screenshot shows the 'My Inventory' dashboard. At the top, there's a navigation bar with 'My Inventory' and 'My Account' dropdowns, and a user profile 'jtemplier@mirakLc...'. The main heading is 'Inventory'. Callout A points to the predefined filter tabs: 'My Products', 'To process', 'Published', 'Rejected', and 'All Products'. Callout B points to the search bar 'Search by identifier, title...' and the 'Filter by' section with dropdowns for 'Brand', 'Status', 'Category', 'Created Date', and 'Updated Date'. Callout C points to the 'Create a product' button. Callout D points to the 'Status' column in the product list table, which shows 'New' and 'Pending' statuses.

Thumbnail	Product	Product ID	Creation date	Update date	Status
	Mattress Dodo Home & Lifestyle / Bedding accessories / Slider of firmness		15/01/18, 18:40	15/01/18, 18:40	New
	Kit de liaison villers-aux-vents taille 90x170 VILLERS-AUX-VENTS Home & Lifestyle / Bedding / Single mattress	EAN: 3679351086383	15/01/18, 15:02	15/01/18, 15:16	Pending
	Nappe de table yonval taille 250x260 YONVAL Home & Lifestyle / Bedding / Single mattress	EAN: 2554873458034	15/01/18, 15:02	15/01/18, 15:16	Pending
	Ensembles sommier et matelas simple yevres-le-petit taille 240x270 YEVRES-LE-PETIT Home & Lifestyle / Bedding / Single mattress	EAN: 6261776011438	15/01/18, 15:02	15/01/18, 15:16	Pending

My Inventory: understand the product data sheet

Click on > **My Inventory** > **Catalog management**

Zone A : Product data sheet validity

The master sheet (1) corresponds to the product detailed page that will be visible on the front-end. If this sheet is valid, you do not need your product information (2) to be because another seller has already filled the required information for this product. If they are both invalid, you have several ways of editing your data ([slides 8 & 9](#)).

Zone B : Operator's product information


The product status corresponds to the operator's decision to sell the product on the Marketplace. If a product is « rejected » it is not necessary to correct your product data information (zone A).

Zone C : Product publication status on the website

- **Published**: the product is visible on the front-end. You can enrich the product data if you want.
- **Pending**: the product is in the process of being published. There is no necessary action on the seller side.
- **Publication error**: an error occurred during the publication. Only the operator can intervene.

The screenshot displays the 'My Inventory' catalog management interface. The top navigation bar includes 'My Inventory' and 'My Account'. The main content area is divided into three sections:

- Product Data Sheets (Zone A):** This section shows a 'Master' sheet (1) and 'SOURCES (1)' including 'Mirakl Shop' (2). Both sheets are marked as 'Valid'.
- Product Information (Zone B):** This section displays details for the product 'Taie d'oreiller et traversin Dior Taille 180x200'. It includes fields for Category, Brand, EAN, SKU, and Status (Accepted/Synchronized).
- Product Publication Status (Zone C):** This section shows the product title, provider, and a description.



2. Manual produ

Manual creation: fill in the product detail page

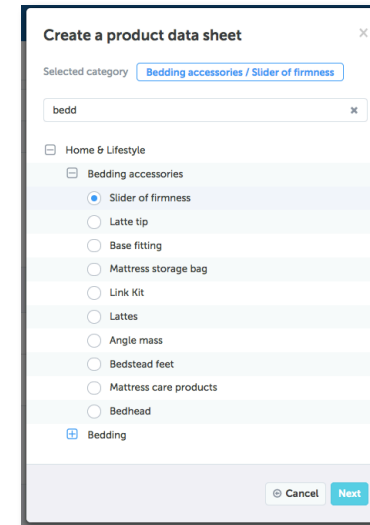
Click on > **My Inventory** > **Catalog management**

Step 1: Click on « Create a product » and choose a category. You can either use the navigation or the search bar.

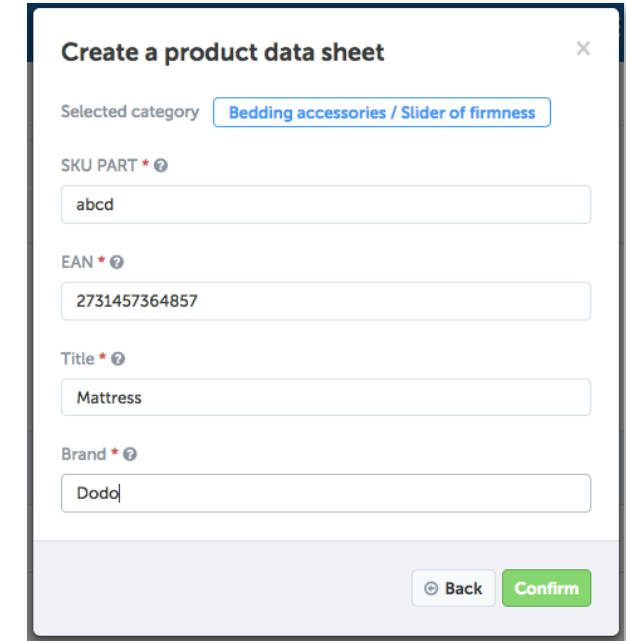
Step 2: Fill in the first information to create the product data sheet (SKU PART, EAN, Title and Brand) and click « Next ».

Step 3: You are redirected to the product data sheet in edit mode, scroll the page down to make sure all mandatory attributes (orange square + mention « This attribute is required ») are correctly filled.

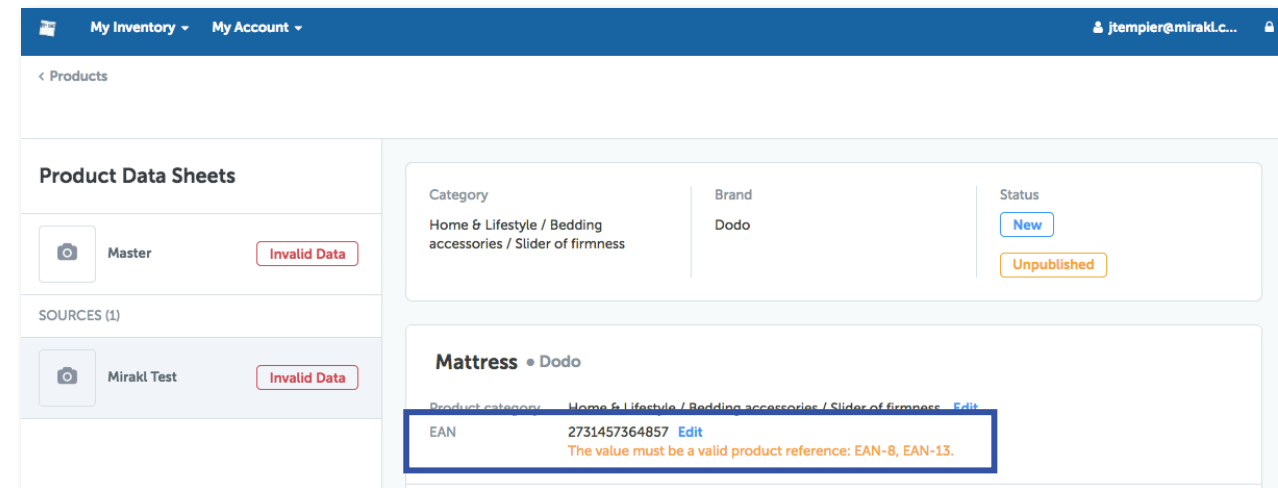
Step 4: At the bottom of the page, click on « Save ».



This screenshot shows the initial step of the product creation process. A modal titled "Create a product data sheet" is displayed. The "Selected category" is set to "Bedding accessories / Slider of firmness". Below this, a list of categories is shown with radio buttons: "Slider of firmness" (selected), "Latte tip", "Base fitting", "Mattress storage bag", "Link Kit", "Lattes", "Angle mass", "Bedstead feet", "Mattress care products", "Bedhead", and "Bedding". At the bottom right of the modal are "Cancel" and "Next" buttons.



This screenshot shows the same modal with the following fields filled in: "SKU PART" is "abcd", "EAN" is "2731457364857", "Title" is "Mattress", and "Brand" is "Dodo". The "Next" button has been replaced by "Back" and "Confirm" buttons.



This screenshot shows the "Product Data Sheets" page in the application. The top navigation bar includes "My Inventory" and "My Account". The page title is "Products". On the left, there are two data sheets listed: "Master" and "Miraki Test", both marked as "Invalid Data". The main content area shows the details for the "Master" data sheet. It includes the category "Home & Lifestyle / Bedding accessories / Slider of firmness", the brand "Dodo", and the status "New" (with an "Unpublished" button). Below this, the product name "Mattress • Dodo" is shown. The "Product category" is "Home & Lifestyle / Bedding accessories / Slider of firmness" with an "Edit" link. The "EAN" field is "2731457364857" with an "Edit" link and a message: "The value must be a valid product reference: EAN-8, EAN-13.".



3. Product import with FNAC template

Configure and download the Fnac Excel template

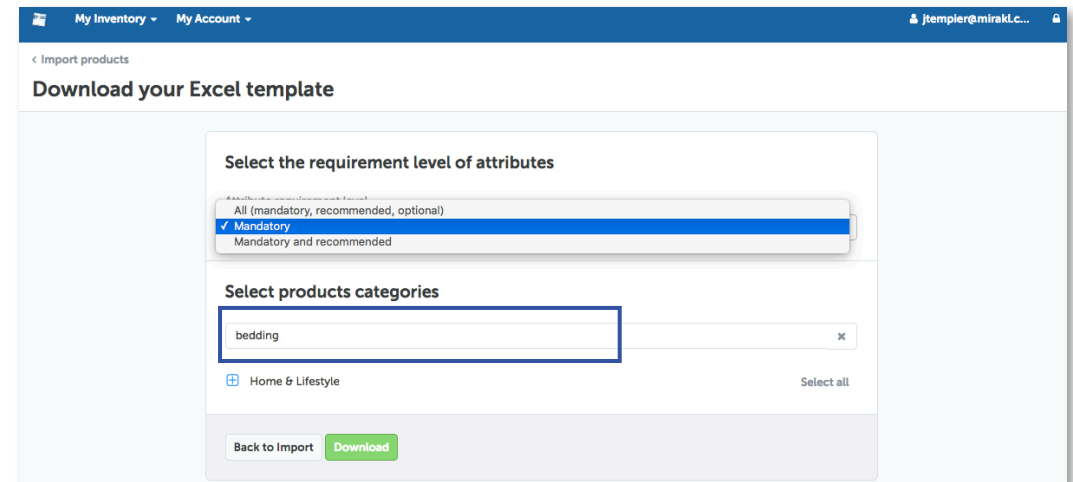
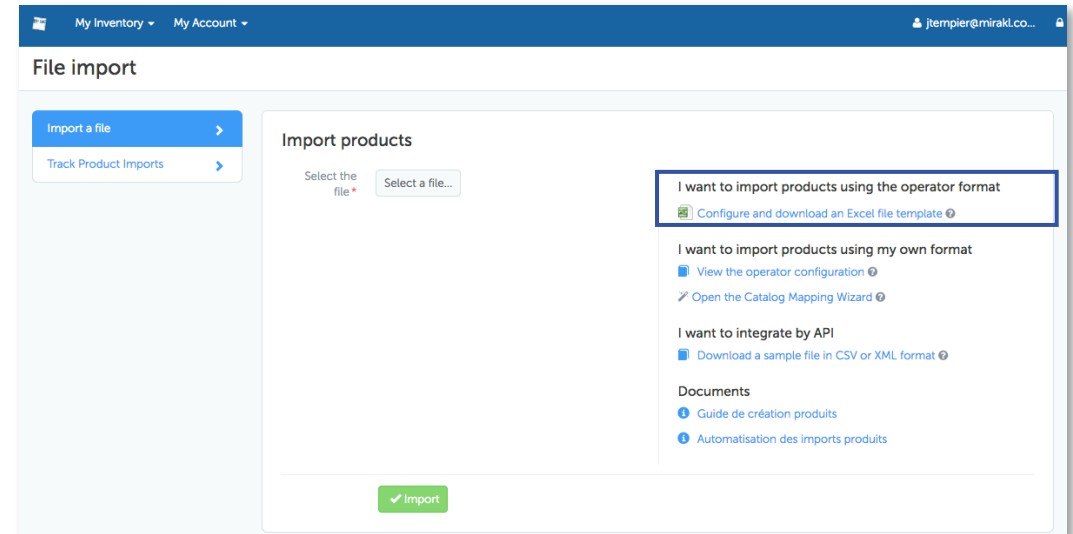
Click on > **My Inventory** > **Import products** > **Import a file**

Step 1: Click on « Configure and download an Excel file template »

Step 2: Select the level of attributes: « All », « Required » or « Mandatory and recommended »

Step 3: Select among the categories the ones you want to sell (multi-selection is possible)

Step 4: Click on « Download »



Fill in the Fnac product template

Steps 1, 2 & 3

Product category	SKU PART	Title	Description	EAN	Brand	Main image	Other Image 1	Other Image 2	Other Image 3	Material
Typology	SKU_PART	DisplayName	AdditionalDescription	EANs/EAN	Constructeur Vendeur	IMAGE 1505-1	IMAGE 3-1	IMAGE 3-2	IMAGE 3-3	GRP_Principal_frame_material/attributeValue
Home & Lifestyle/Bedding accessories/Bedstead feet							<div><div>Other Image 1</div><div>Additional image. - Link of your image. It must be an URL starting with http://. The image formats accepted are : jpg, jpeg, png, gif, tif, bmp with a 250 pixel maximum size</div></div>			
	Mandatory attributes			Optional attributes						
	Recommended attributes			Non applicable attributes						

Step 1: Select in the column « Product Category », the path to the category you want to sell

Step 2: Click in the cells to know more about the information expected by Fnac

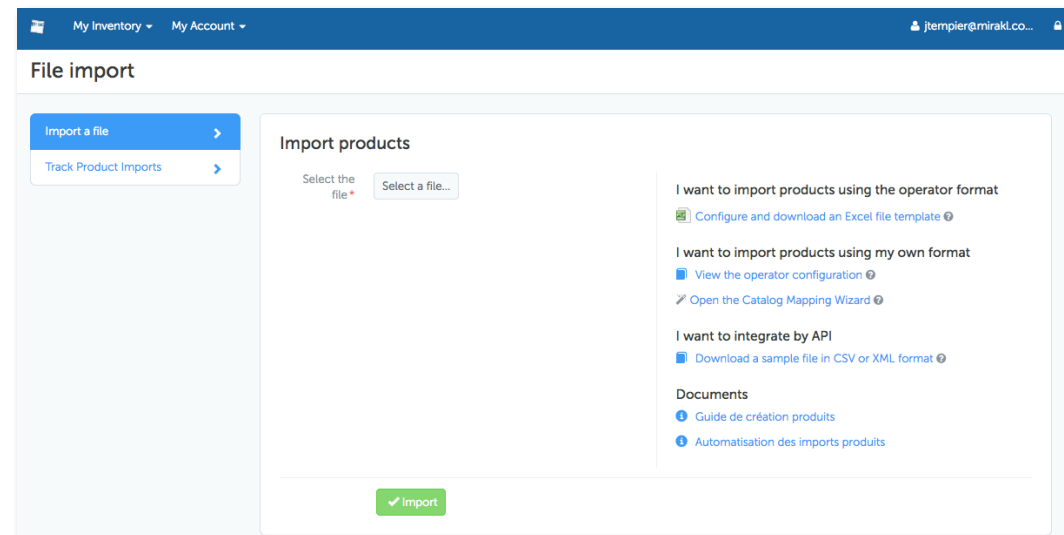
Step 3: Fill in the attributes according to the colour code:

- Pink = mandatory attributes
- Yellow = Recommended attributes
- White = Optional attributes
- Grey = non applicable for this product category

Step 4: From > My Inventory > Import products, click on « Import a file » and import your file

Step 5: Once your file is imported you can click on the link in the blue square « Track Product Imports » to check the product import status.

Step 4






4. Product import with seller template

Prerequisite to import your own product template: the mapping

Click on **> My Inventory > Import products > Open the Catalog mapping Wizard**

Step 1: Select your product file and click on « Send »

Step 2: Select the column where your product hierarchy is located and use the subcategory separator field to differentiate categories from sub-categories. You can also directly select the lowest level of hierarchy in the category field.

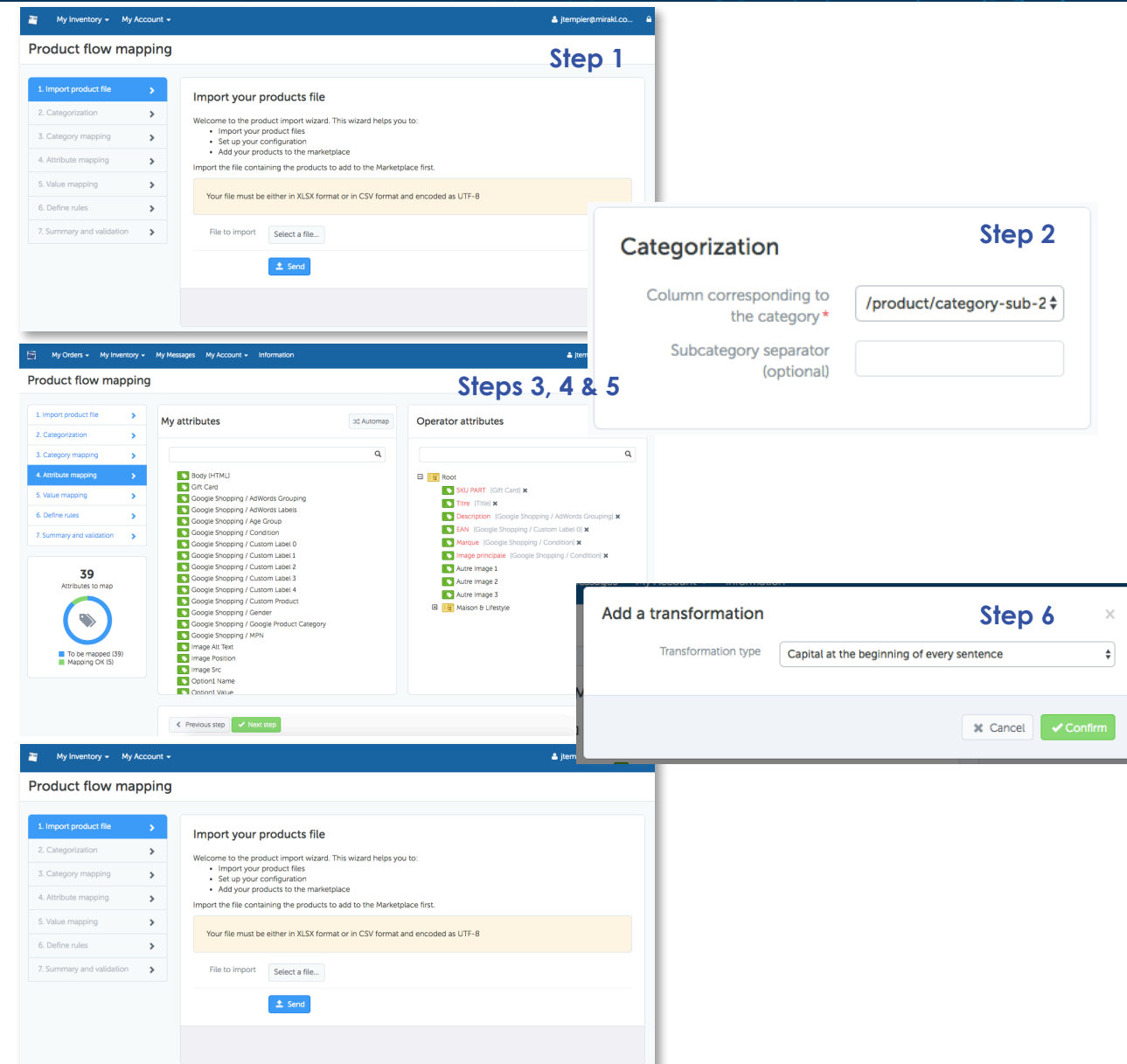
Step 3: Drag and drop your categories from the left to the operator's category on the right. You can help yourself with the search bars and the auto-mapping (), the categories with the same spelling will be automatically mapped.

Step 4: Idem for the attributes. Ensure to map at least all the mandatory attributes (in red) and to unfold all the subcategories to map their specific attributes.

Step 5: Idem for the value lists. If values are missing from the operator list, send an email to your account managers so they can act accordingly.

Step 6: You can add transformation rule to edit your product file in bulk. For example, you can remove all the HTML tags from your product descriptions.

Step 7: Check your mapping, correct the errors and click on « Import my products ». Then click on « Product import tracking » to check the product import status.



The image displays a series of screenshots from the 'Product flow mapping' wizard, illustrating the steps for importing products:

- Step 1:** 'Import your products file'. The interface shows a sidebar with steps 1 through 7. The main area contains instructions: 'Welcome to the product import wizard. This wizard helps you to: • Import your product files • Set up your configuration • Add your products to the marketplace'. It prompts the user to 'Import the file containing the products to add to the Marketplace first.' and specifies 'Your file must be either in XLSX format or in CSV format and encoded as UTF-8'. There is a 'File to import' field and a 'Send' button.
- Step 2:** 'Categorization'. This step focuses on mapping the product hierarchy. It includes a dropdown for 'Column corresponding to the category*' with the value '/product/category-sub-2' and a text field for 'Subcategory separator (optional)'.
- Steps 3, 4 & 5:** 'Attribute mapping'. This section shows two columns: 'My attributes' and 'Operator attributes'. 'My attributes' lists various attributes like 'Body (HTML)', 'Gift Card', 'Google Shopping / AdWords Grouping', etc. A search bar and an 'Automap' button are present. A summary shows '39 Attributes to map' with a legend for 'To be mapped (39)' and 'Mapping OK (5)'. 'Operator attributes' shows a tree structure of categories like 'Root', 'SKU PART', 'Title', etc.
- Step 6:** 'Add a transformation'. This step allows adding transformation rules. It shows a 'Transformation type' dropdown with the selected option 'Capital at the beginning of every sentence'. There are 'Cancel' and 'Confirm' buttons.

— Upload your own product template

Click on > **My Inventory** > **Import products** > **Track import products**

Step 1: Click on « Select a file » and upload your product file

Step 2: Click on « Import »

My Inventory ▾ My Account ▾ jtemplier@mirakl.co...

File import


Import a file >

Track Product Imports >


Import products


Select the file *

I want to import products using the operator format


 [Configure and download an Excel file template](#)

I want to import products using my own format


 [View the operator configuration](#)


 [Open the Catalog Mapping Wizard](#)

I want to integrate by API

 [Download a sample file in CSV or XML format](#)

Documents

 [Guide de création produits](#)

 [Automatisation des imports produits](#)



5. Product data

Edit products manually from the platform

Imported products with attributes or value lists not corresponding to the operator's format are visible in the seller catalog under the status « **Invalid data** ». You can have a rapid access from the tab « To process ».

If the imported products do not have a known category there won't be visible in your catalogue. To find them go to > Track Product Imports and click on « Download transformation error report » (see next page to correct errors).

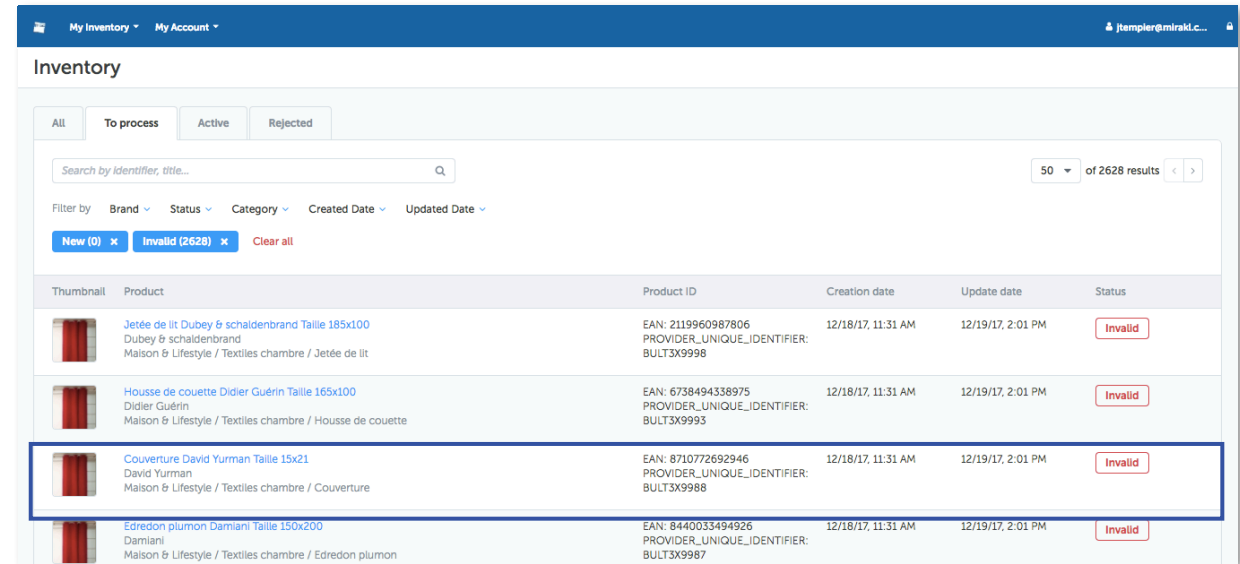
Click on > **My Inventory > Catalog management**





Step 1: Click on a product

Step 2: Identify the error source

Step 3: Click on « Edit » and do the necessary changes

Step 4: At the bottom of the page, click on « Save »



Thumbnail	Product	Product ID	Creation date	Update date	Status
	Jetée de lit Dubey & schaldenbrand Taille 185x100 Dubey & schaldenbrand Maison & Lifestyle / Textiles chambre / Jetée de lit	EAN: 2119960987806 PROVIDER_UNIQUE_IDENTIFIER: BULT3X9998	12/18/17, 11:31 AM	12/19/17, 2:01 PM	Invalid
	Housse de couette Didier Guérin Taille 165x100 Didier Guérin Maison & Lifestyle / Textiles chambre / Housse de couette	EAN: 6738494338975 PROVIDER_UNIQUE_IDENTIFIER: BULT3X9993	12/18/17, 11:31 AM	12/19/17, 2:01 PM	Invalid
	Couverture David Yurman Taille 15x21 David Yurman Maison & Lifestyle / Textiles chambre / Couverture	EAN: 8710772692946 PROVIDER_UNIQUE_IDENTIFIER: BULT3X9988	12/18/17, 11:31 AM	12/19/17, 2:01 PM	Invalid
	Edredon plumon Damiani Taille 150x200 Damiani Maison & Lifestyle / Textiles chambre / Edredon plumon	EAN: 8440033494926 PROVIDER_UNIQUE_IDENTIFIER: BULT3X9987	12/18/17, 11:31 AM	12/19/17, 2:01 PM	Invalid



Category: Maison & Lifestyle / Textiles chambre / Housse de couette

Brand: Didier Guérin

EAN: 6738494338975

Status: Accepted

Unsyncronized

Housse de couette Didier Guérin Taille 165x100

Titre: Housse de couette Didier Guérin Taille 165x100

Provider: Miraki Shop

Marque: This attribute is required.

Catégorie pro...: Maison & Lifestyle / Textiles chambre / Housse de couette

SKU PART: BULT3X9993

EAN: 6738494338975

Description: Tous mes sens sont émus d'une volupté douce et pure, comme l'haléine du matin dans cette saison délicate. Seul, au milieu d'une contrée qui semble fait exprès pour un coeur tel que mien, j'y goûte à longs traits l'ivresse de la vie. Je suis si heureux, mon ami, si absorbé dans le sentiment de ma paisible existence, que mon art en souffre. Incapable de dessiner le moindre trait, la plus faible ébauche, jamais pourtant, je ne fus si grand peintre. Quand mon vaillon chéri se couvre autour de moi d'une légère vapeur, qu'au-dessus de ma tête le soleil de midi darde ses rayons embrasés sur la sombre voûte de mon bois, au fond duquel, comme d'un sanctuaire, il

Errors mass edit from the uploaded file

Imported products with attributes or value lists not corresponding to the operator's format are visible in the seller catalog under the status « **Invalid data** ». You can have a rapid access from the tab « To process ».

If the imported products do not have a known category there won't be visible in your catalogue. To find them go to > Track Product Imports and click on « Download transformation error report » (see next page to correct errors).

Click on > **My Inventory > Import products > Track product imports**

Step 1: Click on « Download transformation error report »

Step 2: In the downloaded file, in the first column go to the last column « errors » and analyze the errors.

Step 3: Modify the data in your import file or directly in the error report.

Step 4: Import your file again from the tab « Import a file »

Step 5: Go back in the « Track Product Import » tab to ensure all the data are valid now.

The screenshot shows the 'Import de fichier' page. On the left, there's a sidebar with 'Importer un fichier' and 'Suivi des imports de produits'. Below it is a 'Filtrer' section with fields for 'Nom du fichier', 'Date d'import', and 'Statut'. The main area displays a table with columns: 'Créé le', 'Nom du fichier', 'Origine', 'Statut', and 'Actions'. A single row is shown with the status 'Terminé'. Below the status, a summary states 'Certaines entrées sont invalides' with a list of statistics: 'Lignes lues : 132', 'Lignes traitées : 132', 'Lignes en erreur : 50', 'Produits synchronisés : 82', and 'Produits invalides : 50'. The 'Actions' column contains several links, including 'Télécharger le rapport d'erreur de la transformation', which is highlighted with a red box.

AY	AZ	BA	BB	BC	BD	BE	BF	BG	BH	BI	BJ	B
GRP_Tone/	IMAGE 3-1	IMAGE 3-2	IMAGE 3-3	GRP_Princi	GRP_Thickr	line numbe	warnings	errors				
Blanc						1003		1001 Category Matelas pour bébé is unknown				
Rouge						1004		1001 Category Matelas pour bébé is unknown				
Bleu						1005		1001 Category Matelas pour bébé is unknown				
Blanc						1006		1001 Category Matelas pour bébé is unknown				
Rouge						1007		1001 Category Matelas pour bébé is unknown				
Bleu						1008		1001 Category Matelas pour bébé is unknown				
Blanc						1009		1001 Category Matelas pour bébé is unknown				
Rouge						1010		1001 Category Matelas pour bébé is unknown				
Bleu						1011		1001 Category Matelas pour bébé is unknown				
Blanc						1012		1001 Category Matelas pour bébé is unknown				
Rouge						1013		1001 Category Matelas pour bébé is unknown				
Bleu						1014		1001 Category Matelas pour bébé is unknown				
Blanc						1015		1001 Category Matelas pour bébé is unknown				
Rouge						1016		1001 Category Matelas pour bébé is unknown				

Thank you!

