



Vendors/Sellers Instructions

How to add PRODUCTS to your Steals And Deals profile.

- 1) Log-in to your account as an Administrator at: <http://www.StealsAndDeals.com/admin>

Note: You must use the website address above. Do not login as a Customer

Steals And Deals - Admin

Please enter your login details.

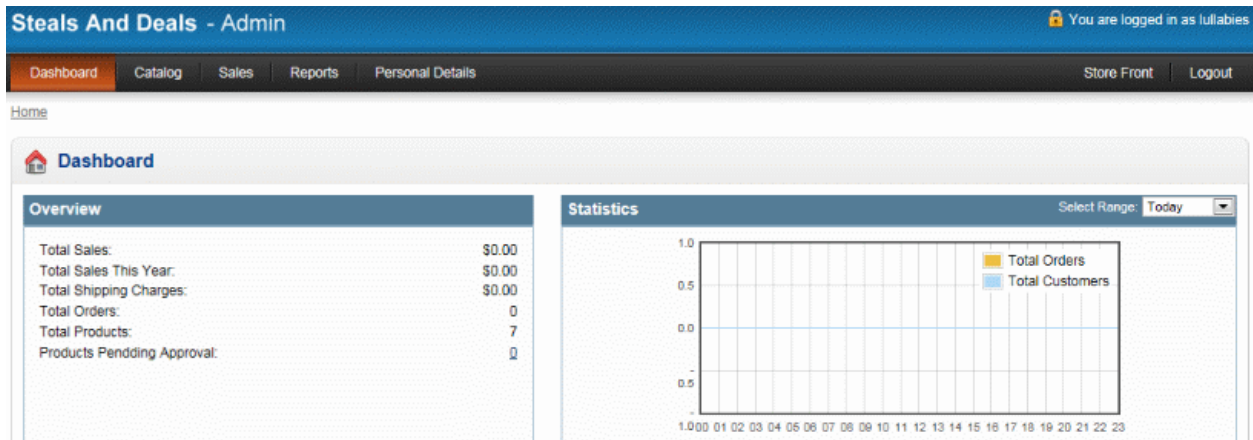
Username:

Password:

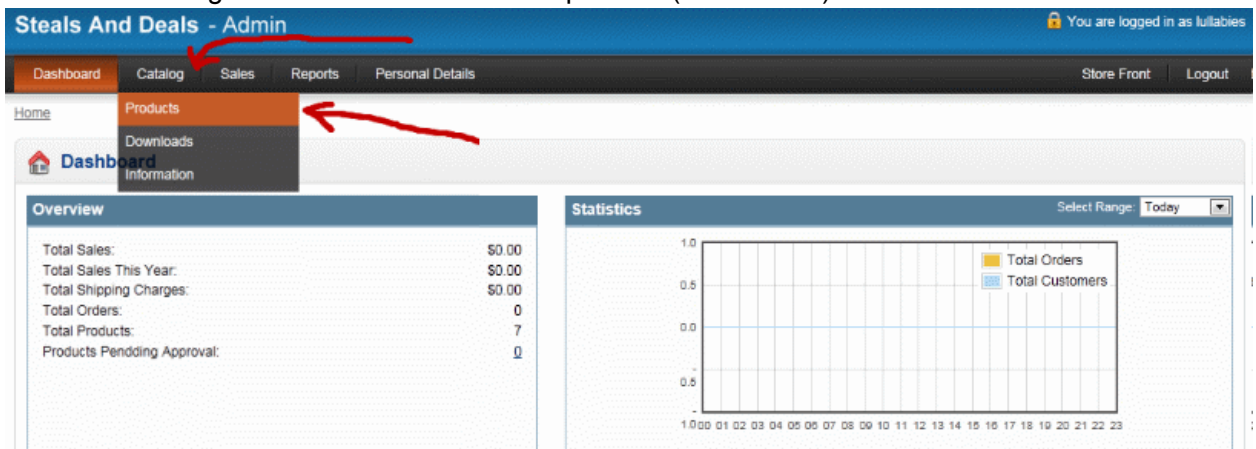
[Forgotten Password](#)

Login

Logging in at the above location will bring you to your Dashboard (Shown Below)



- 2) Click on "Catalog" and "Products" on the Top Menu (See Below)



- 3) Click on the “Insert” Button to insert your product (See Below)

The screenshot shows the 'Steals And Deals - Admin' dashboard. The top navigation bar includes 'Dashboard', 'Catalog', 'Sales', 'Reports', and 'Personal Details'. The user is logged in as 'lullabies'. The 'Products' section is active, showing a table with columns: Image, Product Name, Model, Sku, Price, Quantity, Status, and Action. The 'Insert' button is highlighted with a red circle and a red arrow pointing to it.

Image	Product Name	Model	Sku	Price	Quantity	Status	Action
	Flag Towel	aft3060	aft3060	21.9500	10	Enabled	[Edit]
	Mets 47 Brand Cap (New)	Mets 47 Brand Cap	Mets47BrandCap	10.0000	1	Enabled	[Edit]
	Stefano Fucili's Instrumental Lullaby MP3	SF Lullaby Inst	SF Lullaby Inst	1.0000	1000	Enabled	[Edit]
	Sweet Dreams CD. Boy's Edition	92755-55092	92755-55092	10.0200	5	Enabled	[Edit]

- 4) Enter the Product Name and Description at the “General” tab (See Below)
NOTE: Do NOT hit the Save Button while you are in the General Tab section.

Products Save

General Data Vendor Links Attribute Option Discount Special Image Reward Points Design


Product with redemption: No *← Leave as "No"*


English

* Product Name: Flag Towel *←*

Meta Tag Description: American Flag Towel


Meta Tag Keywords: American Flag Towel

Description: 
Top quality cotton.
Rich bright colors, Heavy fabric.
These quality cotton beach towels are a large 30" x 60" size and are printed in rich bright colors.
Weight: Approx. 1 lb.
Regularly: 21.95
We Ship this product within 48 Hours *←*

redemption usage description: 
Leave this Blank

Now click on the top "Data" Tab to go to the Next Step.

5) Enter the product Model, Original Price, Quantity and main Image at the "Data" tab (Below)

General	Data	Vendor	Links	Attribute	Option	Discount	Special	Image
* Model:	<input type="text" value="aft3060"/>							
Status:	<input type="text" value="Enabled"/>							
SKU: Stock Keeping Unit	<input type="text" value="aft3060"/>							
UPC: Universal Product Code	<input type="text"/>							
Price:	<input type="text" value="21.95"/>							
Tax Class:	<input type="text" value="-- None --"/>							
Quantity:	<input type="text" value="10"/>							
Minimum Quantity: Force a minimum ordered amount	<input type="text" value="1"/>							
Subtract Stock:	<input type="text" value="Yes"/>							
Out Of Stock Status: Status shown when a product is out of stock	<input type="text" value="Out Of Stock"/>							
Requires Shipping:	<input checked="" type="radio"/> Yes <input type="radio"/> No							
SEO Keyword: Do not use spaces instead replace spaces with - and make sure the keyword is globally unique.	<input type="text" value="flag towel"/>							
Image:	<div style="text-align: center;"> Browse Files Clear Image</div>							

Now click on the top "Vendor" Tab to go to the Next Step.

6) Enter "Flat Rate" Shipping and Shipping Price for that Product at "Vendor" tab (See Below)

Products Save

General Data **Vendor** Links Attribute Option Discount Special Image

Vendor Name: lullabies

Country Origin: United States

Product Cost: 0.0000

Included Shipping: --- None ---

Preferred Shipping Method: Flat Rate

Shipping Cost: 5.00

Now click on the top "Links" Tab to go to the Next Step.

7) Click the "Check Box" for the Categories that apply to your product at "Links" tab (See Below)

Products Save

General Data Vendor **Links** Attribute Option Discount Special Image

Manufacturer: --- None ---

Categories:

- Household > Appliances
- Household > Furniture
- Household > Tools
- Household > Other
- Food

Select All / Unselect All

Stores:

- Default



Now click on the top "Special" Tab to go to the Next Step.

8) Enter the Special discounted Price (dates optional) (See Below)

Customer Group:	Priority:	Price:	Date Start:	Date End:	
Default	1	14.95	2013-05-01	2013-05-31	Remove
					Add Special

Now click on the top "Image" Tab to go to the Next Step.

9) Click on "Browse Files" to "Upload" all images for that product at "Image" tab and then Click "Save" to save all your Product information (See Below)

Image:	Sort Order:	
 Browse Files Clear Image	0	Remove
 Browse Files Clear Image		Remove
Add Image		

Repeat the steps above as needed if you are adding multiple products.

Notes: This document shows you how to enter basic information in the required fields to insert your product(s) on Steals And Deals. There are non-required fields that you may want to enter additional information into. Also you may want to use the "Options" tab for product options such as Sizes and Colors. If you need an option that is not available, contact us and we will insert it.

Important: Please enter as much information as possible in the "Description" area to help consumers make a decision to purchase your product. We recommend that you include; Shipping Time-line into the Description area. Example: "Ships within 48 hours".

If you have any questions, please contact us at 516-922-4043 x1140