

How To Access Supplier Index For Products

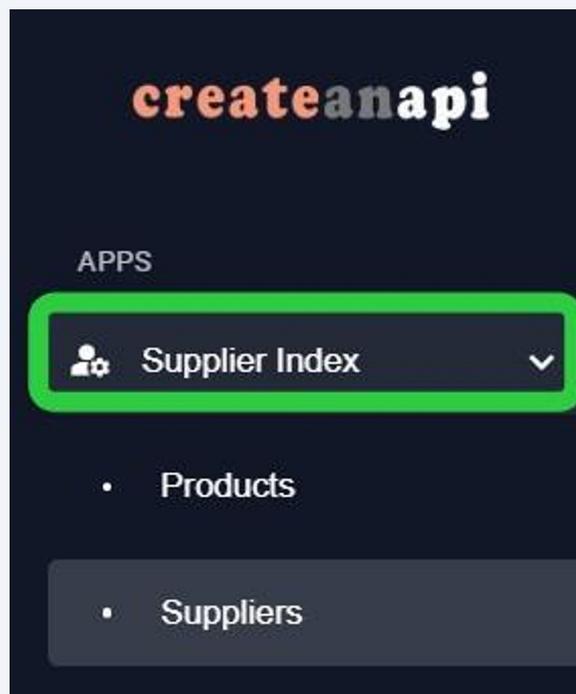
1

The **Supplier Index** is a pivotal component within the **PromoLink** platform, engineered to provide users with an expansive, searchable database of supplier information. This powerful tool is designed to enhance the operational efficiency of distributors, decorators, and end-users by offering instant access to a wide range of supplier data, including product details, inventory levels, and logistical information,

2

To use the **Supplier Index**, you need to have an active portal account in the **PromoLink**.

Once you obtain your account, log in with your credentials and navigate to Supplier Index tab on the sidebar.

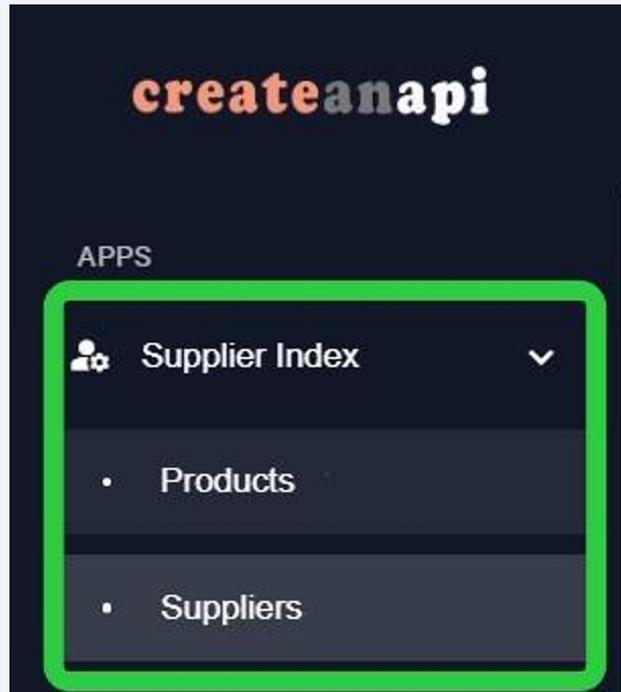


3 As you click Supplier Index, it expands with two sub-menu items:

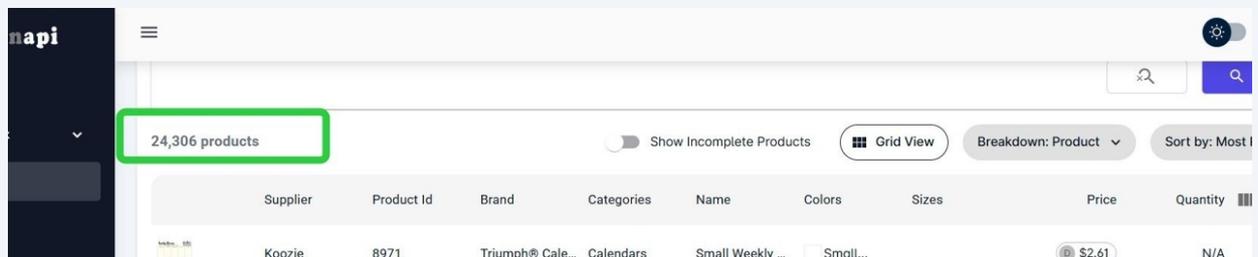
- **Products**
- **Suppliers**

Products is where you will see the products of those suppliers you registered to the **PromoLink** Portal.

Suppliers is where you register those suppliers with the **PromoStandards** endpoints and your API credentials.



4 Click **Products** to see every product your suppliers offer via their **PromoStandards** endpoints.



5

You can utilize Supplier Index Filter to narrow your search results to:

- **Supplier**
- **Category groups (e.g., sweaters; socks; drinkware and cups)**
- **Color groups (e.g., red; white; khaki)**
- **Size groups (e.g., S; M; OSFA)**
- **Brand groups (e.g., The North Face; Slazenger; Puma)**
- **Minimum price**
- **Maximum price**
- **Minimum quantity**
- **Maximum quantity**
- **Primary material groups (e.g., wool; vinyl; titanium)**

Q Search in product name, color, size, description or anything in mind.

- To search for an exact phrase, enclose it in double quotation marks like this: "red t-shirt sanmar"
- To exclude specific terms from your search, add a minus sign (-) before the term you want to exclude, like this: -red t-shirt sanmar

Basic Filters

Supplier Category groups Color groups Size groups

Brand groups Price min Price max Quantity min Quantity max Primary material groups

Advanced

24,306 products Show Incomplete Products Grid View Breakdown: Product Sort by: Most Relevant

Supplier	Product Id	Brand	Categories	Name	Colors	Sizes	Price	Quantity
	Koozie 8971	Triumph® Cale...	Calendars	Small Weekly ...	<input type="checkbox"/> Small...		\$2.61	N/A
	Koozie 8970	Triumph® Cale...	Calendars	Small Weekly ...	<input type="checkbox"/> Small...		\$2.61	N/A
	Hit Promo 99000		Gift Sets, Kits	Intrepid Tumb...	<input checked="" type="checkbox"/> Black, <input type="checkbox"/> Gray		\$28.84	N/A
	Hit Promo 3259	Aware	Bags, Duffels ...	Aware™ Recycl...	<input checked="" type="checkbox"/> Black...		\$5.99	N/A

6

The search bar also allows more direct searches in "product name, color, size, description or anything in mind."

Supplier: **maximo**

Please filter the desired products from the supplier feed.

🔍 Search in product name, color, size, description or anything in mind.

Recent Searches Clear

ST485 26685 64000 h2fold 25224 2799 3719T 3719 Small Starboard Recycled Cotton Canvas Tote Ladies' Adrian Eco-Fleece Hoodie

Supplier Category groups Color groups Size groups

Brand groups Price min Price max Quantity min Quantity max Primary material groups

Advanced

24,306 products Show Incomplete Products Breakdown: Product Sort by: Most Relevant









7

To do advanced search, click to expand **Advanced**, and filter your search by

- **Product ID**
- **Part ID**
- **Primary material**
- **Product name**
- **Description**
- **Product brand**
- **Product color**
- **Product size**
- **Product categories**
- **Country of origin**
- **GTIN (Global Trade Item Number)**

You can also select functions for your filters as:

- **Contains**
- **Does not contain**
- **Starts with**
- **Ends with**
- **Equals**
- **Does not equal**

The screenshot displays an e-commerce search interface. At the top, there are several filter categories: 'Supplier', 'Category groups', 'Color groups', and 'Size groups'. Below these are 'Brand groups', 'Price min', 'Price max', 'Quantity min', 'Quantity max', and 'Primary material groups'. The 'Advanced' filter section is expanded, showing a grid of filter fields: Product ID, Part ID, Primary material, Product Name, Description, Product brand, Product color, Product size, Product categories, Country of origin, and GTIN. A dropdown menu is open over the 'Product Name' field, listing filter functions: 'Contains', 'Does not contain', 'Starts with', 'Ends with', 'Equals', and 'Does not equal'. A 'Search' button is visible to the right of the filter fields. Below the filters, it shows '24,306 products' and options for 'Show Incomplete Products', 'List View', and 'Breakdown: by: Most Relevant'. The product results section shows four items: 'Small Weekly Desk Pad - Floral', 'Small Weekly Desk Pad - Colors', 'Intrepid Tumbler Sling Kit', and 'Aware™ Recycled Cotton Canvas Any...'. Each item has a small image and a title.

8

You can change how **Supplier Index** will display the products from **Grid View** to **List View**;

24,306 products Show Incomplete Products List View Breakdown: Product Sort by: Most Relevant

Small Weekly Desk Pad - Floral
Koozie Triumph® Calendars
Colors: Small ...
Sizes:

Small Weekly Desk Pad - Colors
Koozie Triumph® Calendars
Colors: Small ...
Sizes:

Intrepid Tumbler Sling Kit
Hit Promo
Colors: Black, Gray
Sizes:

Aware™ Recycled Cotton Canvas Any...
Hit Promo Aware
Colors: Black, Natur...
Sizes:

9

or from **List View** to **Grid View**.

24,306 products Show Incomplete Products Grid View Breakdown: Product Sort by: Most Relevant

Supplier	Product Id	Brand	Categories	Name	Colors	Sizes	Price	Quantity
	Koozie 8971	Triumph® Cale...	Calendars	Small Weekly ...	Small...		\$2.61	N/A
	Koozie 8970	Triumph® Cale...	Calendars	Small Weekly ...	Small...		\$2.61	N/A
	Hit Promo 99000		Gift Sets, Kits	Intrepid Tumbler...	Black, Gray		\$28.84	N/A
	Hit Promo 3259	Aware	Bags, Duffels ...	Aware™ Recycl...	Black, Natur...		\$5.99	N/A
	Snugz BBG25507		New Products	Vega Exhibitio...	Red,		\$0.92	N/A

10

To offer you the best experience, **PromoLink** initially shows you only complete products (i.e., products with image and price).

To see more products (i.e., incomplete products) click **Show Incomplete Products** to expand your search to those products as well.

The image displays a grid of eight product cards from the PromoLink interface. Each card features a product image, a title, a brand name, and a price. The products are:

- Small Weekly Desk Pad - Floral**: Koozie, Triumph® Calendars, Price: \$2.61, Total Quantity: N/A.
- Small Weekly Desk Pad - Colors**: Koozie, Triumph® Calendars, Price: \$2.61, Total Quantity: N/A.
- Intrepid Tumbler Sling Kit**: Hit Promo, Colors: Black, Gray, Price: \$28.84, Total Quantity: N/A.
- Aware™ Recycled Cotton Canvas Any...**: Hit Promo, Aware, Colors: Black, Natur..., Price: \$5.99, Total Quantity: N/A.
- Vega Exhibition Tote Bag**: Snugz, Colors: Red, Black, Price: N/A, Total Quantity: N/A.
- 15 Oz. Branson Recycled Stainless St...**: Hit Promo, Colors: Black, Navy ..., Price: N/A, Total Quantity: N/A.
- 15W Light-Up Wireless Charger Alarm...**: Hit Promo, Colors: Black, White, Price: N/A, Total Quantity: N/A.
- 24 Oz. Brooklyn Recycled Stainless St...**: Hit Promo, Colors: Black, Light ..., Price: N/A, Total Quantity: N/A.

11 Product Details

Click any product on the list or grid view to see a more detailed view of the product.

Product Details section displays a comprehensive view of the selected product, highlighting specifications using the data supplied by the supplier.

Product Details section contains below information for the selected product:

- **Product ID**
- **Brand**
- **Color Options**
- **Size Options**
- **Price Range**
- **Quantity Available**
- **Description**
- **Categories**
- **Subcategories**
- **Keywords**

The screenshot shows a product detail page for a polo shirt. The page has a navigation bar with tabs: "Product Details" (highlighted with a green box), "Inventory & Pricing", "Decoration", and "Shipping Packages". Below the navigation bar is a product image of a blue polo shirt. To the right of the image are several sections of product information:

- Product Id:** GNS3K440
- Brand:** Greg Norman
- Color:** A grid of color swatches including Azure, Cobalt, Dolphin, Maroon, Purple, Black, Core Yellow, Forest, Navy, White, Cardinal, Cryptonite, Lagoon, and Orange.
- Size:** Buttons for S, M, L, XL, 2XL, 3XL, and 4XL.
- Price:** \$19.95 - \$...
- Quantity:** 25,761
- Description:** Signature Greg Norman solid delivers a top retail branded golf shirt at a competitive opening price point. Features Play Dry® moisture management system to keep the wearer cool, dry and comfortable.
- Categories:** Polos, Best Sellers
- Sub Categories:** Performance, Solids, Rib-knit Collar, Men's
- Keywords:** N/A

12

Inventory & Pricing section shows you stock and pricing details for the selected product.

In the **Account** drop-down menu, you can select to see standard inventory and pricing your supplier offers, or you can see the same details tailored specifically for your account.

You can also see stock details for the selected product in different **warehouses**.

Product Details		Inventory & Pricing	Decoration	Shipping Packages	>		
Account	Standard	Price Type	Net	Configuration Type	Decorated		
Colors	Azure						
Pricing	Tier	S	M	L	XL	2XL	3X
Net Price (EA)	1	\$19.95	\$19.95	\$19.95	\$19.95	\$21.95	\$2
Warehouse		S	M	L	XL	2XL	3X
N/A, 07001		176	618	881	970	384	16
Total Inventory		176	618	881	970	384	16
		S	M	L	XL	2XL	3X

13

Decoration section shows the decoration options (e.g., location; decoration type) for the selected product. You can choose your account to see tailored prices for decorations as well.

You can filter by **charge type** (e.g., setup and run charges) and **decoration** (e.g., embroidery and heat press).

Account: Standard | Price Type: Net

Locations: Left Chest | Decorations: Embroidery

Charge Type: [Dropdown: Setup, Run]

Quantity: 0 | Y Quantity: 0

Embroidery Setup

X Min Qty	Y Min Qty	Price	Repeat Price	Discount Code
1 EA	1 Stitches	\$50.00	\$0.00	V
1 EA	8001 Stitches	\$75.00	\$0.00	V
1 EA	12001 Stitches	\$100.00	\$0.00	V

Embroidery Run

X Min Qty	Y Min Qty	Price	Repeat Price	Discount Code
1 EA	1 Stitches	\$0.00	\$0.00	P

14

The **Shipping Packages** section contains information regarding the shipping method for the item, including package dimensions and the number of products per package.

Product Details | Inventory & Pricing | Decoration | **Shipping Packages** >

Size	Packag...	Quantity	Depth	Height	Width	Weight
S	Box	12	15 IN	8.75 IN	11.5 IN	11 LB
M	Box	12	15 IN	8.5 IN	11.5 IN	12 LB
L	Box	12	14.5 IN	9.25 IN	11.5 IN	13 LB
XL	Box	12	14.5 IN	8.5 IN	11 IN	14 LB
2XL	Box	12	14.5 IN	10 IN	11 IN	14 LB
3XL	Box	12	14.75 IN	10.5 IN	11.75 IN	15 LB
4XL	Box	6	14.75 IN	6.75 IN	11 IN	9 LB
5XL	Box	3	14.25 IN	4 IN	11.75 IN	7 LB
6XL	Box	3	15.75 IN	8 IN	13 IN	7 LB

15

The **Other Suppliers** section displays a list of alternative suppliers that offer the same product.

< g Decoration Shipping Packages **Other Suppliers** Related Products

	Supplier	Product...	Product...	Color	Price	Quantity
	S&S	SF008	Softsty...	Black, C...	B \$1...	61,992

16

The **Related Products** tab displays similar items that are associated with the selected product.

< g Decoration Shipping Packages Other Suppliers **Related Products**

	Supplier	Product...	Product...	Color	Price	Quantity
	S&S	SF008	Softsty...	Black, C...	B \$1...	61,992