Bulk Product Upload Guide

The Marketplaces Inc. Bulk Product Upload Tool provides a simple and easy way to upload and manage multiple products on a Marketplaces Inc. platform. In order to maintain products, each item must have a unique SKU / Product Code. Without a SKU the upload tool can still be used however it will only create new items rather than manage previously created items.

The required format of the upload file is **Comma Separated Values, CSV**. Your CSV generator must be able to properly encase any complex data fields in double quotes. I.e. the Description field must be enclosed with double quotes " " so that the entire field can be detected. Any fields that contain a comma should be encased with double quotes.

In order to create your items a category must be provided for each item, a full list of categories can be found at the following URL: http://your.domain.com/tools/categoryselector

CSV Column Descriptors

Column Name	Type	Description
SKU	Text	The unique product code. *Maximum 50 characters.*
Title	Text	The item title. Must be enclosed with double quotes. *Minimum 3 characters.* *Maximum 100 characters.* *No html allowed.*
Description	Text	A description of the item being listed. Must be enclosed with double quotes. *Maximum 4000 characters.* *No html allowed.*
Category	Text	Item category tree with levels separated by '>' i.e. Books>Biography Level 1 category: Books Level 2 category: Biography **Note: Category MUST be the lowest level of the tree**
Image URLs	Text	URL to web address of the images for the listing, if more than 1 image then separate the URL paths of the images by commas using double quotes to enclose the field
Price	Decimal	The current price of your item *(US format with period for cents separator)*

Original Price	Decimal	The original price of your item (if item is on sale) otherwise set as the same value as Price *(US format with period for cents separator)*
Shipping	String	The name of a shipping product type that you have created in your store administration: http://your.domain.com/account/shipping
Dispatch Time	Integer	The number of days until you can dispatch your item once you have received a sale notification
Quantity	Integer	The number of items in stock
MetaTitle	String	If you wish to specify the Meta Title field for your item then provide this field. Otherwise the item's title will be used **Optional**
MetaDescription	String	If you wish to specify the Meta Description field for your item then provide this field. Otherwise the item's description will be used **Optional – however MetaTitle required in order to use**