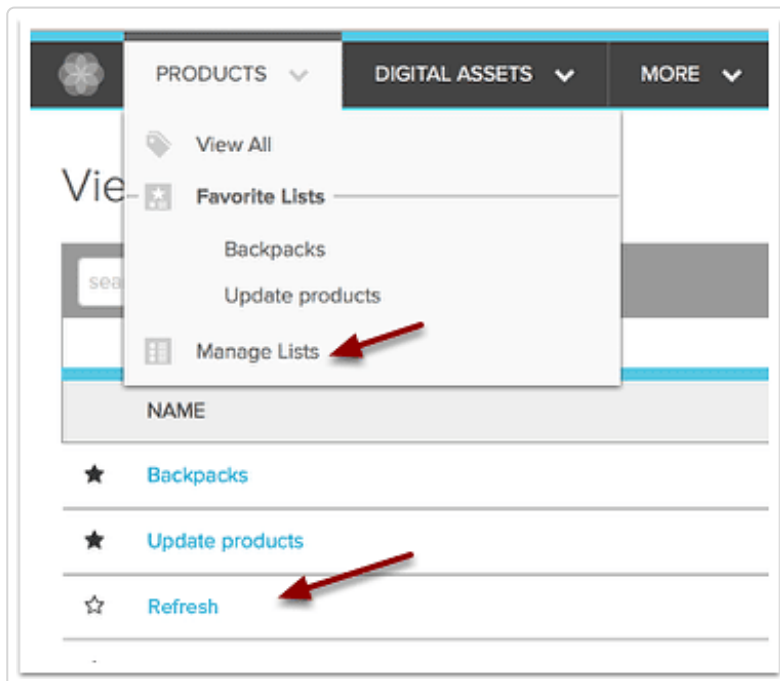


# Updating All Property Content for a List of Products

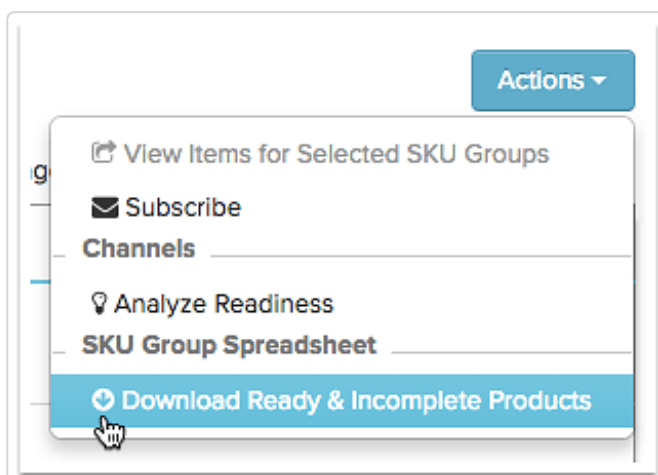
Last Modified on 08/20/2019 3:17 pm EDT

## Download the Worksheet

1. Go to **Manage Lists**, Select a list of products.

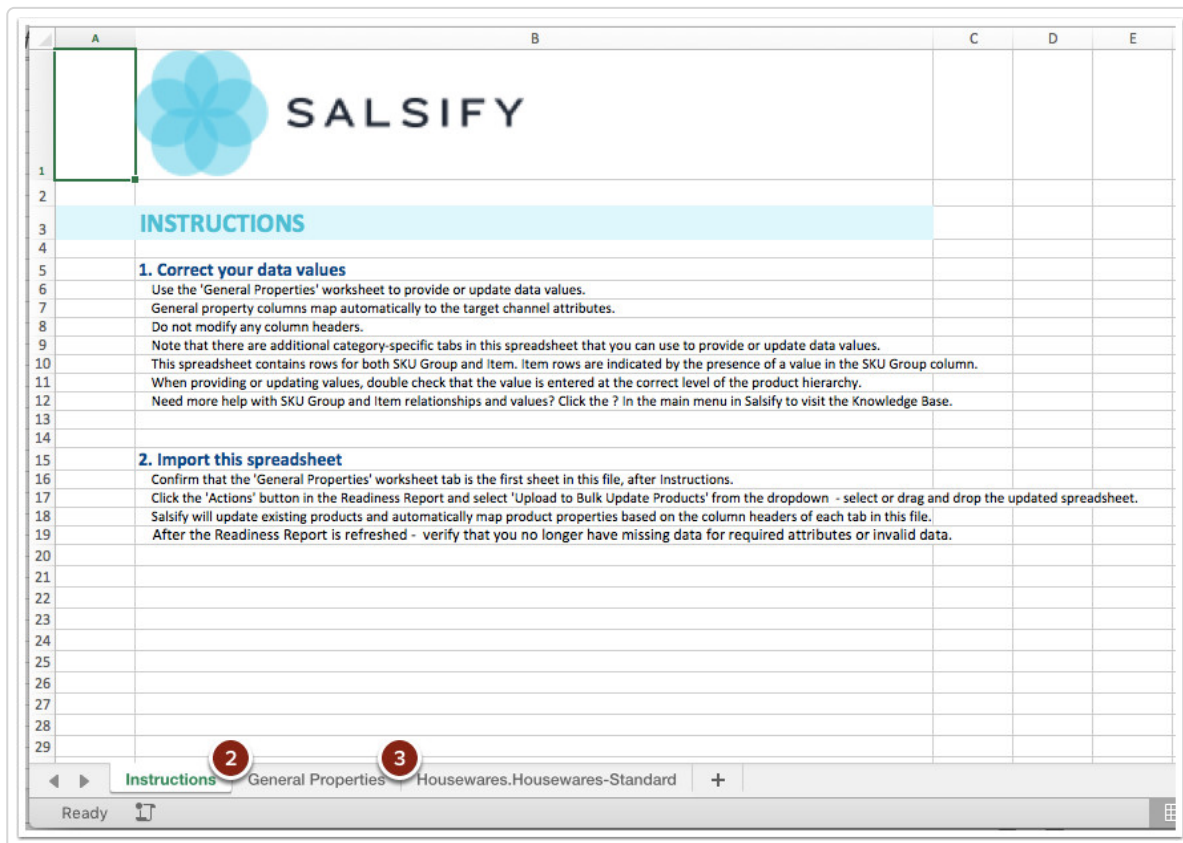


Click the **Actions** button, and select **Download Ready & Incomplete Products**.



# Update the Worksheet

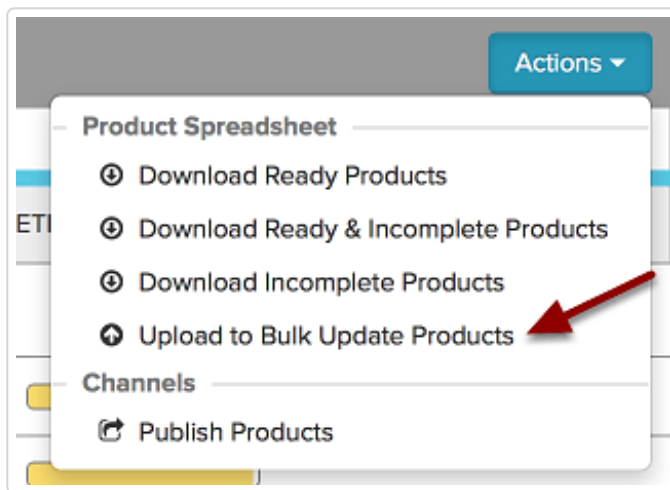
1. Open the downloaded spreadsheet.
2. The General Properties tab provides details on the Essendant attributes.
3. The tabs following the General Properties tabs are the category-specific tabs. Select one of these tabs to begin filling out content for that product category.



4. Fill out the missing cells on the category tabs for each of the products listed. SKU Groups will be listed for any products included in the list. Fill in SKU Group level details, indicated by blue column headers, on the SKU Group lines, and SKU level details, indicated by green headers, on the SKU Group lines. Adding SKU Group property values on individual products, or vice versa, will result in an import error and the values will not be imported.

SALSIFY						
INSTRUCTIONS: Please fill in product information (one per row) starting below the black line under products.						
GENERAL PROPERTIES:						
	ID	Parent SKU Group Auto-ID	Item Number	SKU Group Auto-ID	SKU Group Image	SKU Group Alt Images
DESCRIPTION			<i>Unique reference number assigned to each USSCO product. Commonly, this is made up of a three-letter supplier prefix and the manufacturer's SKU number. A Common Industry or Dealer Unique Item will NEVER have an Item Number. Field not editable</i>	<i>An automated ID number generated within MDM Database used as a unique key for organizing SKU Group-level information. It is assigned upon the creation of the SKU Group into MDM. This identifier resides with all items in the SKU Group. Instance. Field not editable</i>		
REQUIRED?	Y	N	N	Y	N	N
TYPE	String	String	String	String	Digital asset	Digital asset
PRODUCTS	LCO621	LCO621		LCO621	http://images.salsify.com/image/upload/s--F81eHksD--/lrbvao8fFC	
		LCO621		LCO621		
		LCO621		LCO621		
		LCO621		LCO621		
		LCO621		LCO621		
		LCO621		LCO621		
		LCO621		LCO621		
	MIR332				http://images.salsify.com/image/upload/s--3LeDv8x3--/bhmaigsik	

- Once you have finished filling out the product content, go back to the Readiness Report.
- Click **Actions**, Select **Upload to Bulk Update Products**



Next, create a list of these products so that you can edit them as a group.  
[Click here](#) to learn how to create and manage lists.