Product Variations



This document covers how to set up Product Variations to group products together.

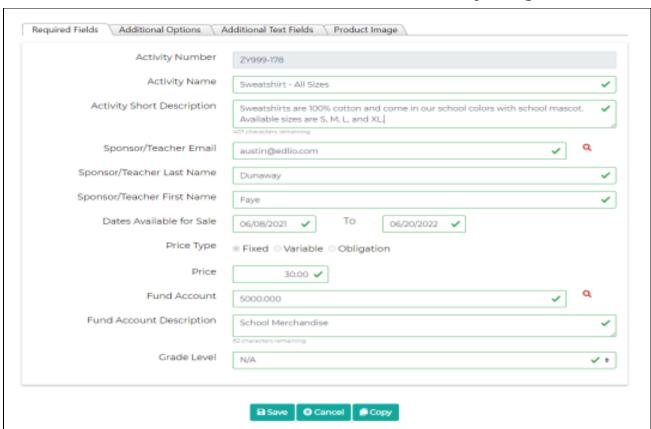
What are Product Variations and how does it work?

Product Variations is a feature that merges multiple products into one in the school store. This allows the purchaser to choose a different version of the same base product from a drop down list. This is useful for items like clothing, chaperone vs. student tickets, split payments, etc.

How do I set up a Product Variation?

1. Create the Base product.

Transactions>>OSP Products>>Add New Activity/Obligation



Example: Base Product

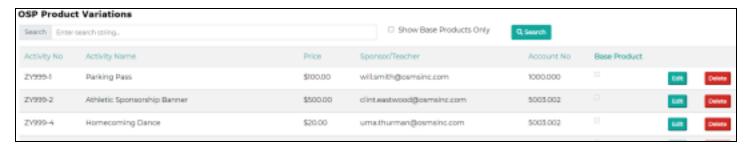
2. Set up the additional product(s) that will show in the drop down. To speed up the process, use the copy button and change the fields as needed for each variation.



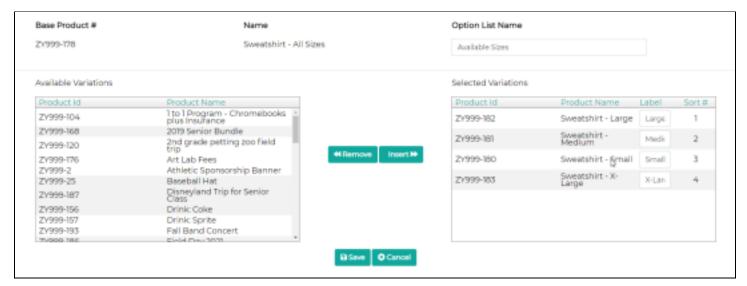
Example: Sweatshirts from S to XL - need to make 5 products including the Base Product

3. Merge the items together into a Product Variation.

Transactions>>OSP Product Variations



- 4. Find the item you want to use as the Base product and click Edit.
 - **a.** Enter Option List Name It is recommended to include phrases like "all sizes" or "all options".
 - **b.** <u>Select Variations</u> Click the variation and use the arrow button to move it over to Selected Variations.
 - c. Enter Label Name This is what will show in the drop down list. Variations



5. Click Save



Example: Variation in the Store