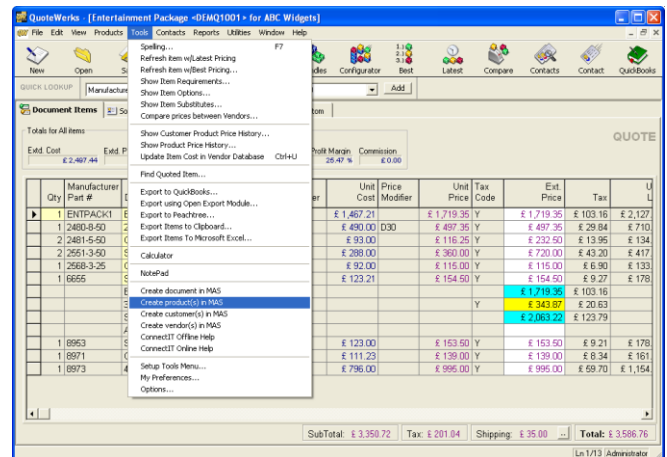# Step-by-Step Guide to the ConnectIt Create Product Wizard

The **ConnectIt Create Product Wizard** utility provides a way to create products in **Sage MAS**. To start the **ConnectIt Create Product Wizard** application, you can use the **Create product(s) in MAS** option from the **QuoteWerks | Tools** menu or browse to the **Start | All Programs | ConnectIt** menu and click the **ConnectIt Create Product Wizard** option.

### 1.    Starting…

Click the **Create product(s) in MAS** option from the **QuoteWerks | Tools** menu.

This starts the **ConnectIt Create Product Wizard**.
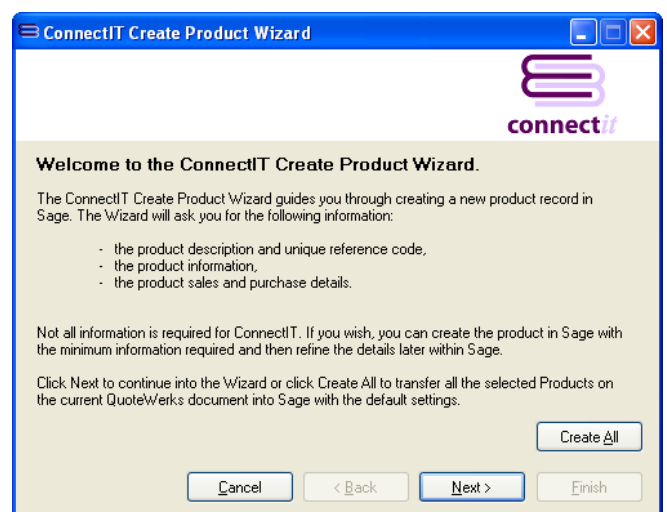


### 2.    Welcome…

The **ConnectIt Create Product Wizard** guides you through creating a new product(s) in **Sage MAS**.

You will be asked for the following information for the new product(s):
- product description and unique reference code
- product information
- sales and purchase details

Not all the above information is mandatory. Products can be created with the minimum information and then further details can be added in **Sage MAS**.

Click **Next** to continue by manually creating a

single product, or click **Create All** to create all the products in **Sage MAS** that are highlighted in the **QuoteWerks** document.

### 3.    Mandatory Information…

The following information is mandatory and must be entered before the **ConnectIt Create Product Wizard** can create a product(s) in **Sage MAS**.

- Description
- Code

Once the above information has been entered, you can either click **Next** to continue adding product information into the following **ConnectIt Create Product Wizard** screens.

Alternatively, you can click **Finish** to create the product in **Sage MAS**.

### 4.    Product Details…

On the **product details screen**, information can be entered for:

- Product Line & Type
- Valuation
- Procurement
- Unit of Measure
- Weight & Volume
- Inventory Cycle

This information is not mandatory.

Either click **Next** to continue entering information for the product or click **Finish** to create the product in **Sage MAS**.

## 5.    More Product Details…

On the **product details screen**, information can either be entered or selected for:

- Pricing
- Warehouse
- Warranty Code
- Stocking
- Tax Classes

This information is not mandatory.

Either click **Next** to continue entering information for the product or click **Finish** to create the product in **Sage MAS**.

**Note: Price Code and Primary Vendor selection is not available at this time.**

## 6.    Product Options...

On the **product options details** screen, information can either be entered or selected for:

- Returns
- Back Orders
- Trade Discount
- Allocate Landed Costs

This information is not mandatory.

Either click **Next** to continue entering information for the product or click **Finish** to create the product in **Sage MAS**.

## 7.    Complete!

The **ConnectIt Create Product Wizard** tells you that you have now entered all the information for your new product.

Click **Finish** to close the **ConnectIt Create Product Wizard** and create the product in **Sage MAS**, or click **Create All** to create all the products in **Sage MAS** that are highlighted in the **QuoteWerks** document.
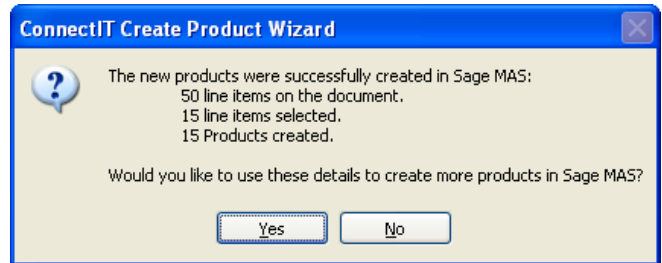
### 8. Additional Products

Once you have finished entering information for your new product, the **ConnectIt Create Product Wizard** gives you the option to use the details you have just entered to create another product in **Sage MAS**.

Click **Yes** if you would like to do this. Otherwise click **No** to close the **ConnectIt Create Product Wizard.**



Or