



Stuga Product Database - Edit Product Data

How to edit the product data on the Stuga website Spares Database

 Difficulty Easy

 Duration 5 minute(s)

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Introduction

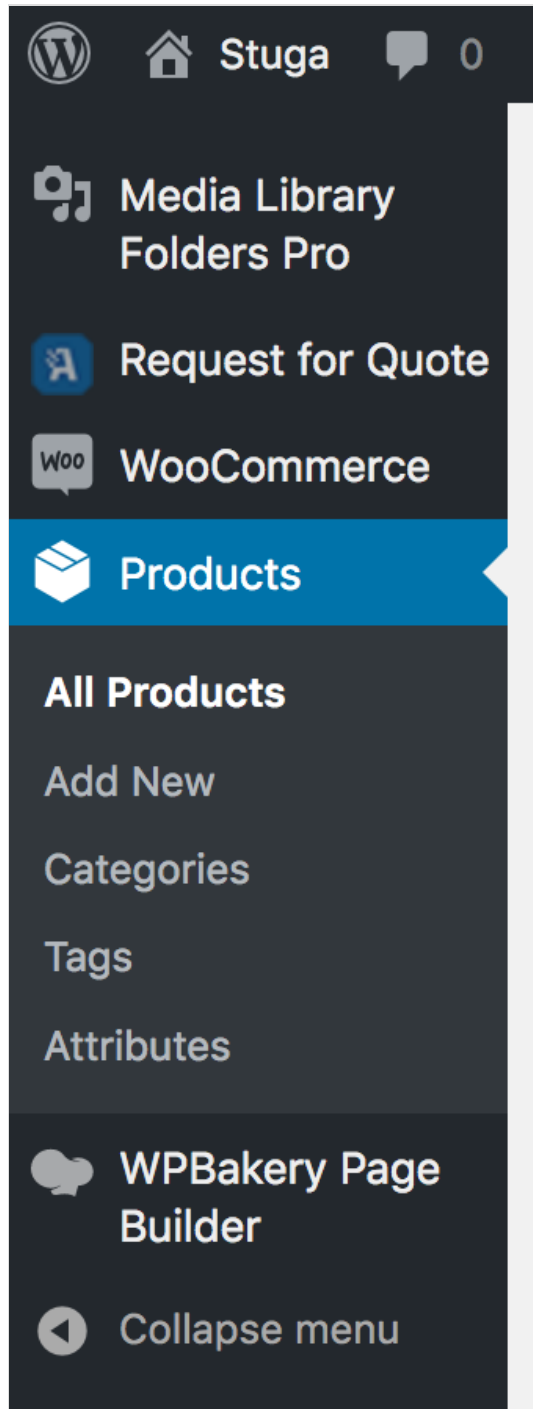
The Stuga website has a parts database, much like a shop front for helping identify Stuga Machine parts. Keeping the data updated and logging nuggets of useful information is invaluable in helping identify parts on machines

Step 1 - Login with user name and password

Website Link

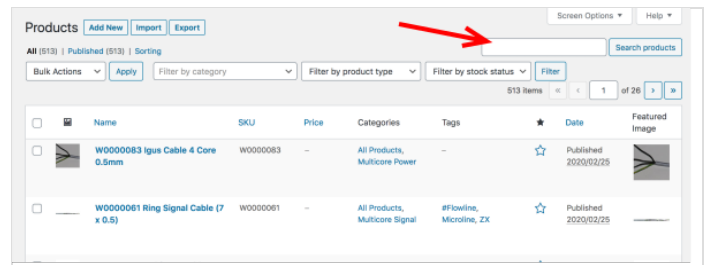
Authentication code will be sent to email provided

Step 2 - Select Products/All products from outer left menu

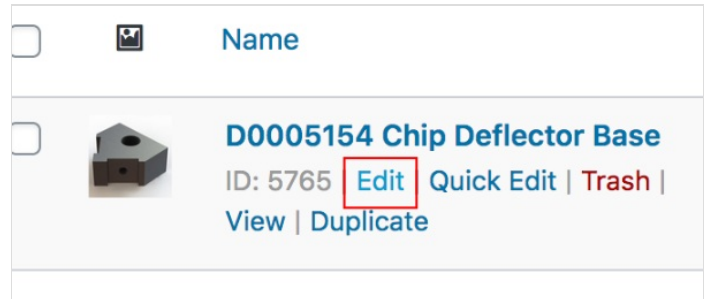


Step 3 - Enter the product number you wish to edit in the search box

Search box is upper right



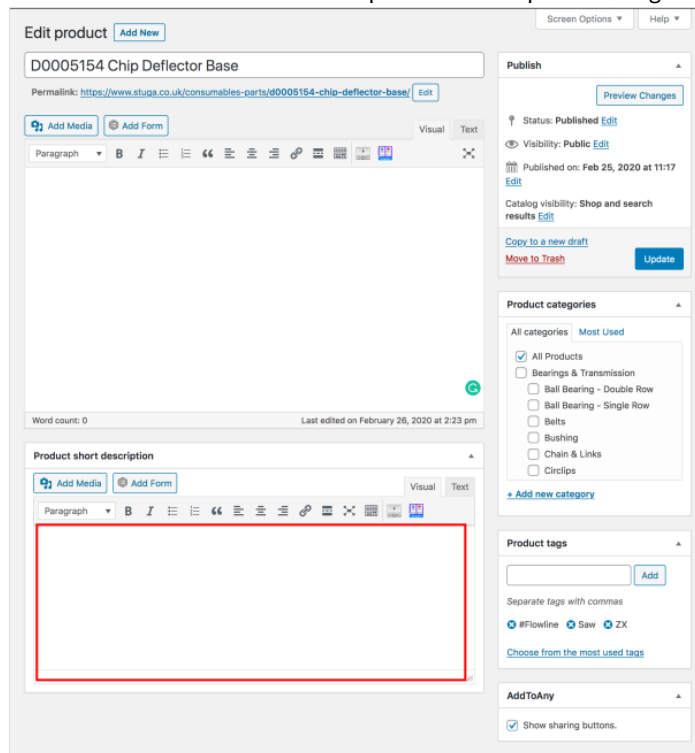
Step 4 - Click edit from the on-hover menu



Step 5 - Edit the product short description

This appears next to the image on the web page

This area is used to note where the part is used in operator / engineer friendly speak



Step 6 - Enter any long notes or detailed descriptions in the upper text field

This text appears in the Notes section of the web page

This area is used for any additional notes. The sort of notes that live in various engineer's brains....

- Compatibility issues
- Design changes
- Fitting instructions or issues
- Dangers or pitfalls
- Alternatives or suggestions
- Obsolescence issues

The screenshot shows the 'Edit product' interface for 'D0005154 Chip Deflector Base'. The main content area is a rich text editor, highlighted with a red box, intended for long notes or detailed descriptions. The interface also includes a 'Publish' section with options for status (Published) and visibility (Public), a 'Product categories' section with a list of categories, a 'Product tags' section, and an 'AddToAny' section.

The screenshot shows the product page for 'B0000086 Bearing: 15/32dia x 9mm sealed'. The page features a 3D image of the bearing, a title, a breadcrumb trail, and a 'Notes' section at the bottom containing the text 'Same as B0263 and B0155'.

Step 7 - Edit Categories

The category structure should be comprehensive enough for all the parts. It is an extension of the simple categories in the Sage Database, and should match those in use in the PDF Parts catalogue we have been using

The screenshot shows the 'Product categories' section in the edit interface. It displays a list of categories with checkboxes, including 'All Products' (checked), 'Bearings & Transmission', 'Ball Bearing - Double Row', 'Ball Bearing - Single Row', 'Belts', 'Bushing', 'Chain & Links', and 'Circlips'. There is also an '+ Add new category' link.

Step 8 - Edit Tags

Product Tags are a new feature and allow grouping / classification of parts based on something different to the category.

This will be used to

- Group the parts based on Machine type
- Group the parts based on a reference in a Monday board - for example all parts to inspect on RAG Report - Flowline Infeed conveyor
- Group the parts to help identify during a Service visit - for example all the parts that may need replacing on a ZX spindle

See the Monday board for progress on this

Product tags

Separate tags with commas

#Flowline Saw ZX


[Choose from the most used tags](#)

Step 9 - Add Photos

The main photo is set in the Product Image photo area

The Product gallery allows you to add multiple images that will appear when you drill into the part. this could be useful for part identification plates, or an overall physical area on the machine


Product image



Click the image to edit or update

[Remove product image](#)

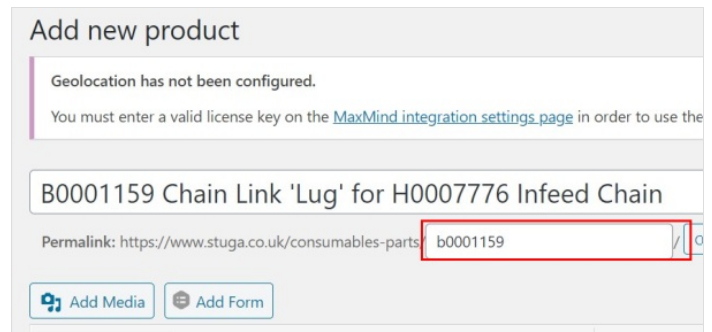
Product gallery



[Add product gallery images](#)


Step 10 - Ensure the Permalink Reflects the Part Number

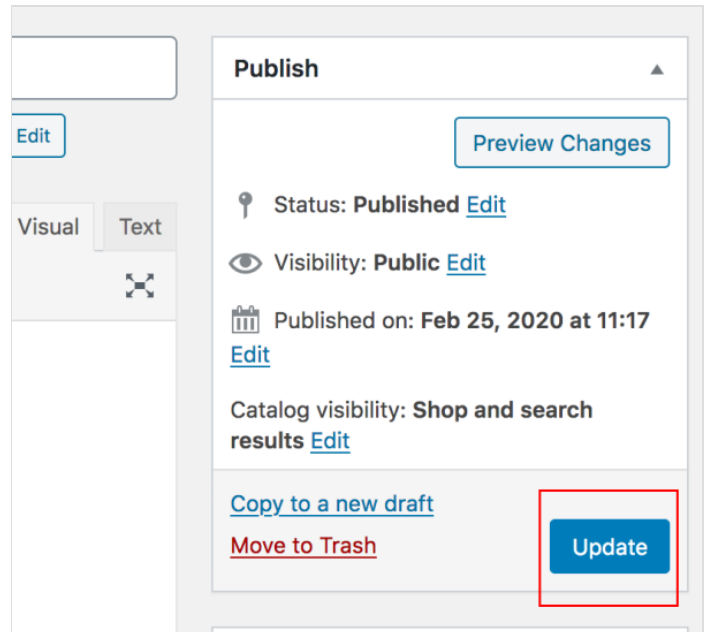
The permanent web link defaults to the part title, which is the part number and the description added together. Editing this permalink means other processes can automatically link to this part webpage using the part number.



The screenshot shows the 'Add new product' form. At the top, there is a message: 'Geolocation has not been configured. You must enter a valid license key on the [MaxMind integration settings page](#) in order to use the'. Below this, the product title is 'B0001159 Chain Link 'Lug' for H0007776 Infeed Chain'. The permalink field is highlighted with a red box and contains the text 'https://www.stuga.co.uk/consumables-parts/b0001159'. At the bottom, there are two buttons: 'Add Media' and 'Add Form'.

Step 11 - When finished, click the UPDATE button upper right

 ...This is important to save your changes



The screenshot shows the 'Publish' panel in the product editor. On the left, there are tabs for 'Edit', 'Visual', and 'Text'. The 'Publish' panel contains the following information: 'Status: Published [Edit](#)', 'Visibility: Public [Edit](#)', 'Published on: Feb 25, 2020 at 11:17 [Edit](#)', and 'Catalog visibility: Shop and search results [Edit](#)'. At the bottom, there are three buttons: 'Copy to a new draft', 'Move to Trash', and 'Update'. The 'Update' button is highlighted with a red box.