

# Add and Edit Products















Products are the items you shop for, or any item you might need / want to put on a list. Get My doesn't have to be used as a shopping list app alone. It can be used for anything you may need a list for. It could be a To Do list (though Tasks are probably better suited for that purpose).

Adding Products can be done by a System Administrator by navigating to 'Manage >> Products',

## Product Management

Store

Add

Product Name	Store	Actions
Hamburger Buns	Wal-mart	 
Hamburger Meat	Wal-mart	 
Orange Sherbert	Wal-mart	 
Sugar	Wal-mart	 
Bolillos	Wal-mart	 
Bread	Wal-mart	 
Dr Pepper	Wal-mart	 

or by any user on-the-fly directly from within a List.

Note that a List must exist before Products can be added from that location.

When users add products on-the-fly, they will be presented with autocomplete options that match what they've typed. These autocomplete options are pulled from existing Products already saved in the database.

Grocery
☐ Show Recv'd

Filter List

Item...  
Hamb

Add

Hamburger Buns	✓
Hamburger Meat	✓
Hamburger Meat	✓

If a system administrator is keeping up with Product entries, and keeping them cleaned up, as well as ensuring they have associated Stores, the Lists will get faster and easier to create over time using the autocomplete feature. Additionally, the stores will be auto-associated from existing Products.

NOTE: A Product does not have to exist in the Products category before something can be added to a list. Products are most often crated by adding them directly to a List. This simply requires a bit of clean up as you go along.

Products can be edited from the Manage >> Products page by clicking on the pencil (edit) icon next to the product you wish to edit. This is also how Stores can be added for Products that were added "on-the-fly".

Product Management

Name\*  
Hamburger Buns

Store  
Wal-mart

Save Edits

Product Name	Store	Actions
Hamburger Buns	Wal-mart	
Hamburger Meat	Wal-mart	
Orange Sherbert	Wal-mart	
Sugar	Wal-mart	
Bolillos	Wal-mart	
Bread	Wal-mart	
Dr Pepper	Wal-mart	

Once the pencil (edit) icon is clicked, the item name and any selected stores will be shown in the form at the top. Simply make any desired changes, then click the 'Save Edits' button.

Products in the table can be searched (filtered) quickly by either the Product Name column, or the Store column. Each column has a small magnifying glass icon at the top in the column header.

Product Management

Name\*

Store

Add

Product Name	<div>Q</div> Store	<div>Q</div> Actions
Hamburger Buns	Wal-mart	<div><div></div><div></div></div>
Hamburger Meat	Wal-mart	<div><div></div><div></div></div>
Orange Sherbert	Wal-mart	<div><div></div><div></div></div>
Sugar	Wal-mart	<div><div></div><div></div></div>
Bolillos	Wal-mart	<div><div></div><div></div></div>
Bread	Wal-mart	<div><div></div><div></div></div>
Dr Pepper	Wal-mart	<div><div></div><div></div></div>

Click the magnifying glass icon, and that header will turn into a search field.

Product Management

Name\*

Store

Add

ham

X

Store

Q

Actions

Hamburger Buns	Wal-mart	<div><div></div><div></div></div>
Hamburger Meat	Wal-mart	<div><div></div><div></div></div>
Hamburger Meat	Wal-mart	<div><div></div><div></div></div>

# Product Management

Name\*

Store

Add

Product Name	<div><div>Q</div><div>ama</div><div>X</div></div>	Actions
Air Filters	Amazon	<div><div></div><div></div></div>
HDml Cable	Amazon	<div><div></div><div></div></div>
Edger with DeWalt Battery Power	Amazon	<div><div></div><div></div></div>

Type into the field, and the list will be quickly filtered to match what's been typed. Click the 'X' to the right of the search field to close the search and return to the normal table results.