



Adding Barcodes to Existing Products: Simple Products

To add a barcode, to an existing product, first find it in the product catalogue. Either click the name or click *edit* to view the product page.

<input type="checkbox"/>		Name	Stock	Price	Categories	Date	Facebook sync
<input type="checkbox"/>		Creative Mix: Nature ID: 61198 Edit Quick Edit Trash View Duplicate	In stock (6)	£6.50	All Products, Bits and Bobs, Christmas Gifts, Kits, Modelling	Published 2022/02/25 at 7:19 pm	Sync and show
<input type="checkbox"/>		Mini Creative Kit: Flower	In stock (4)	£3.50	All Products, Kits, Modelling	Published 2022/02/25 at 7:18 pm	Sync and show
<input type="checkbox"/>		Mini Creative Kit: Bobbly Monster	In stock (2)	£3.50	All Products, Kits, Modelling	Published 2022/02/25 at 7:17 pm	Sync and show

Click here to edit the product

Pro Tip: Use ctrl + click to open the product page in a new tab! This way you can come back to the product catalogue once you're finished editing. Useful if you need to edit several products from the same search!

On the product page, scroll down to the *product data* section and select the *Inventory* tab on the left.

Barcode goes here!

Get in Touch!

If you have any issues or problems with these instructions, please do not hesitate to get in touch!

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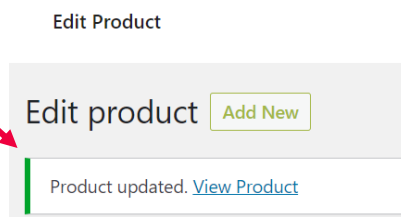
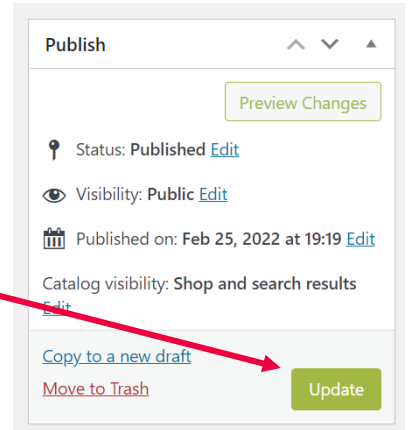


Enter the barcode in the *barcode* field! If you are using a barcode scanner, make sure you click in the field to show the cursor and then you can scan the item to paste in the barcode.

Once you've made your changes, remember to save it! You need to do this by clicking the green *update* button in the *publish* section in the top right corner of the page.

Make sure you wait for the confirmation of update before you close this tab or navigate away!

Make sure you save before you leave!



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