

Tabs must be associated with a specific Tab template, which are usually predefined. The Tabs that are available for the product are listed on the left and are followed by a drop down, which has all the Templates that are available for the product. Select the check box for all the tabs that are to be used by the product and then the Template. Note that the "General Tab" must be selected for all products but does not need to be displayed.

APPROVED (checkbox) – Approved is used to activate a product. If check the product is available. While working on a product or if for some reason such as seasonal products, it is beneficial to keep the products in the database but not viewable, simply uncheck the Approved box.

SELECT USER GROUPS – Products can be shown to All or just specific User Groups. Highlight the desired group using standard Microsoft mouse practices (shift or control click)

MODIFY/APPROVE/RESET/DELETE – This saves the Product Definition information to the database. This is done by selecting "Modify/Approve." "Reset" returns the Product Definition page to the state it was after the last time it was saved. "Delete This Product" will delete the product definition from the database.