



Integration Guide

Version 5.3
6/25/2015

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Document Version History

Version 5.3

- Section numbers added back

Version 5.2

- Reformatted
- Title renamed from “quick start integration guide” to “Integration Guide”
- Getting Started section removed
- Seller Portal section removed
- Data Feed Types & Formats removed
- Data field definitions moved to Appendix
- All sections updated with brief step-by-step instructions
- Batch Update Price section added

Version 5.1

- Section 13.6.6 updated for Processing Result File.
- New Index section.
- “Batch Upload Inventory” updated to “Batch Update Inventory”.
- Website Short and Long title definition updated.
- Selling price, MSRP, MAP price definition updated.
- Home/Summary page updated.

Version 5

- Integration Guide reformatted.
- Screenshots updated.
- Getting Started – Sell on Newegg.
- Seller Portal – Quick Reference.
- Data Fields – Definitions.

1. Create Items with Seller Portal

You can create and update items directly into our web-based Seller Portal.

1.1. Create a New Item

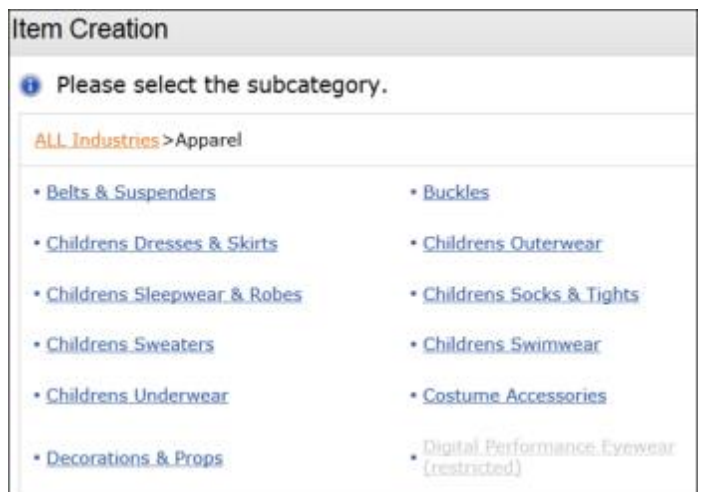
1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click Manage Items
 - b. Click Item Creation
3. Click the **Create a New Item** button



4. Select the industry



5. Select the subcategory



6. Fill out Basic Information

Item Creation

Basic Information

Your Item Category On Newegg: Mens Casual Shirts

- Item Condition: New Refurbished

- Website Short Title:
 (Max. 200 characters)

- Manufacturer:

- Manufacturer Part#/ISBN:

- UPC:

- Seller Part#:

Commission Rate: 7.50%

- Manufacturer: Cool
 Coola
 Coolaroo
 COOLCP
 Cooler Master
 COOLFLEX
 CoolGlow
 CoolIT Systems Inc.
 CoolJag
 Coolkidz
 Coolaboratory
 CoolMax
 COOLMINIORNOT INC.
 Coolrockets
CoolTee



The manufacturer field will also begin to autocomplete once you start to type; you must select one of the given values from the drop-down menu.

7. Fill out Specific Information

Item Creation

Specific Information

Need Help? Email: MarketplaceSupport@Newegg.com

- Item Dimensions(in.): Length: Width: Height:

- Item Weight(Lb.):

- Item Package: Retail OEM

- Product Description:

- Shipping Hazardous Materials: Yes No

- Age 18+ Verification: Yes No

- California Proposition 65: None

Item is a motherboard and contains chemicals know to the state California to cause cancer and reproductive toxicity.
 Item is NOT a motherboard and contains chemicals know to the state California to cause cancer or reproductive toxicity.

Choking Hazard: Item contains small parts. Item is a small ball. Item contains a small ball.
 Item contains balloons. Item is a marble. Item contains marble.

Need Help? Email: MarketplaceSupport@Newegg.com

[Previous](#) [Continue](#)

8. Fill out Detail Information

Data Integration Guide

Item Creation Home > Item Creation

Detail Information Need Help? Email MarketplaceSupport@Ne

• **Mens Shirts_Size**: Please Select

• **Mens Shirts_Color**: Please Select

*Group-by properties

ⓘ Field with blue star identifies the field as a group-by property, a property you can use to group with other variations (size and color). It is only required if you wish to group the item with its variations on the website.

ⓘ Field in bold text means this property will appear on Newegg Search Navigation as a filter for customers. We strongly recommend you fill these fields to help the customers find your items. [See example here.](#)

Mens Shirts_Brand: Please Select

Mens Shirts_Model: Please Select

Mens Shirts_Type: Please Select

Mens Shirts_Color Mapping: Please Select

Mens Shirts_Age: Please Select

Mens Shirts_Occasion: Please Select

9. Input Price, Inventory, and Shipping

• ⓘ Seller Part#: SPN123

ⓘ MSRP(\$): N/A

• ⓘ Selling Price(\$): 23.00

ⓘ MAP Price: N/A

Checkout MAP ⓘ

• Inventory: 0

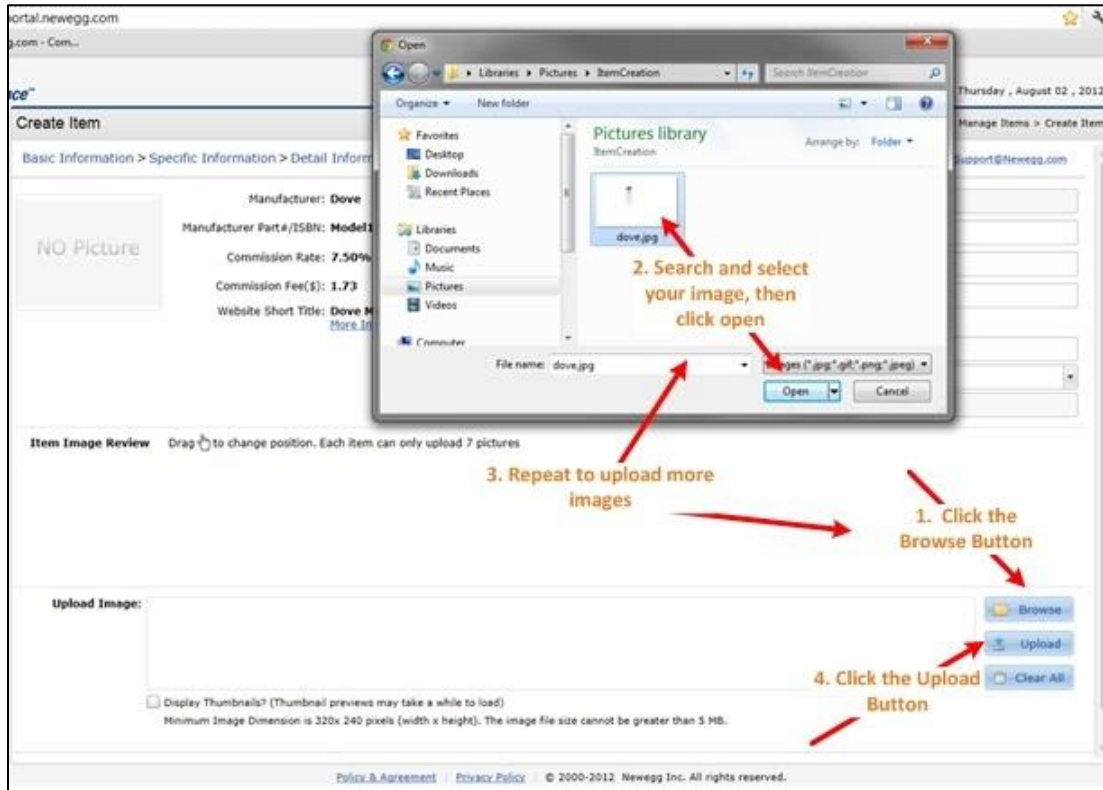
• ⓘ Shipping: Default

ⓘ Est. Shipping Charge(\$): 5.99

10. Upload Images (see Figure below)

1. Click the Browse button
2. Pop-up window will appear
3. Search and select your image
4. Click the Open button
5. Repeat steps 1-5 to upload more images
6. Click the Upload button

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11. Click on Submit button



12. Click OK to Confirm update(s)



Item will NOT be saved until you reach the very last step. Follow instructions all the way through below.

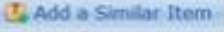
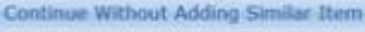
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13. Add a Similar Item Option

Create Item [Home > Manage Items > Create Item](#)

Create Similar Item [Need Help? Email MarketplaceSupport@newegg.com](#)

To create additional product listings with different size and/or color, click on "Add a Similar Item" button. Otherwise, click "Continue Without Adding Similar Item" to continue without adding similar item.

Your Item NIKE FREE RUN+ 3

Manufacturer: Nike *Mfr Part#/ISBN: 510642-1 *UPC: *Seller Part#: SPNS106

*Shoes_Color: Black *Shoes_Size: 10

*Length(in.): 12.00 *Width(in.): 10.00 *Height(in.): 6.00 *Weight(lb.): 1.00

*MSRP(\$): N/A Selling Price(\$): 150.00 *Shipping: Default *Inventory: 0




Depending on the subcategory, Create Similar Item option may not be available.

14. Final Step

You will receive the following confirmation page once the item has been successfully submitted.

Create Item [Home > Manage Items > Create Item](#)

 Update Item(s)! Updates may take up to 10 minutes to reflect on all systems

Next Steps:

- To view and/or update an item's price, shipping, inventory information, go to [Item List](#) page in Seller Portal.
- When a customer buys your item, the order will appear in the [Order List](#) page in Seller Portal, Please note that you must ship the order within two business days of customer purchase.

You can perform the following related actions

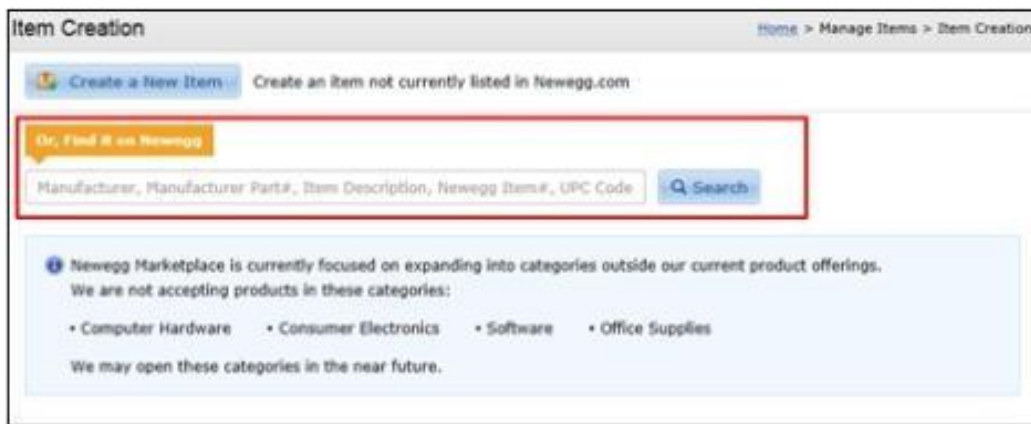
[Sell Another Item](#) [Back to Item List](#) [Back to Home Page](#)

Data Integration Guide

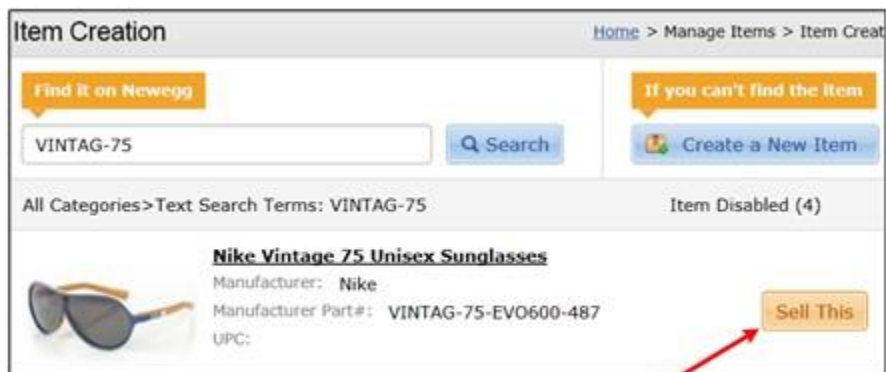
1.2.Or, Find it on Newegg

Quickly sell the same item that already exist on Newegg!

1. [Logon to Seller Portal](#)
2. From the **Navigation** panel
 - a. Click Manage Items
 - b. Click Item Creation
3. Find it on Newegg



4. Click the **SellThis** button



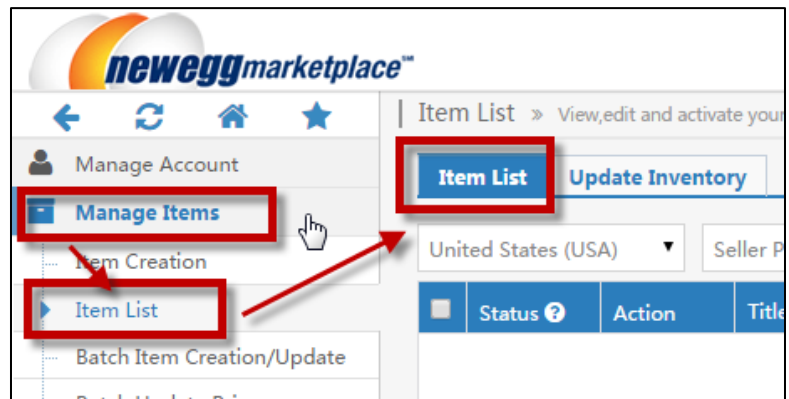
5. See [Fill out Detail Information](#) section to continue steps.

2. Manage Items with Seller Portal

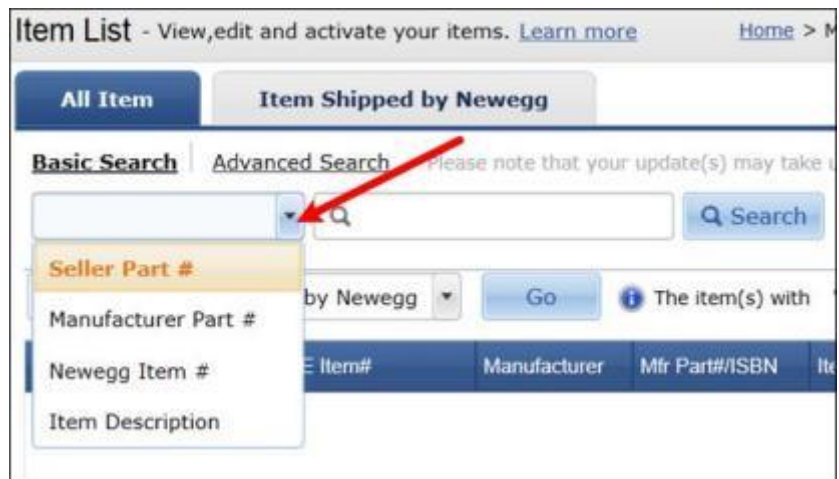
2.1. View Item List

The Item List page is where you can view all the items that you currently have on your Newegg account. The page also allows you to edit, activate/deactivate, and delete your item from your account.

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Items**
 - b. Click **Item List**
3. Select the **Item List** tab (default)



4. Search for item(s) by:
 - a. Seller Part #
 - b. Manufacturer Part #
 - c. Newegg Item #
 - d. Item Description (title)




Basic Search | **Advanced Search** | Please note that your update(s) may take u

Seller Part # | |

Convert Item to Shipped by Newegg | | The item(s) with "

	Seller Part#	NE Item#	Manufacturer	Mfr Part#/ISBN
<input type="checkbox"/>	T-Shirt_black_M	9SIA0VY0GP4693	CoolTee	T-Shirt_black_M
<input type="checkbox"/>	T-Shirt_black_L	9SIA0VY0GP4666	CoolTee	T-Shirt_black_L




The Advanced Search option will allow you to filter your search results with different attributes.

Basic Search **Advanced Search** Please note that your update(s) may take up to 15 minutes to be reflected on our systems.

Seller Part #

Manufacturer: All Shipping: All Status: All Inventory: All

On Promotion Create Date: Last 3 Days Item Condition: All



To view the item's product page listing, click on the clickable product title. *Only active items can be viewed.*

Item List - View,edit and activate your items. [Learn More](#) [Home](#) > M


All Item **Item Shipped by Newegg**

Seller Part# T-Shirt_black_L

Status	Action	Image	Title	Seller Part#	UPC Code	NE Item#
<input type="checkbox"/>	<input type="checkbox"/> <input type="button" value="More"/>		CoolTee Black T-Shirt	T-Shirt_black_L		9SIA1920RE7069


2.2.Add Variation Items

1. Go look up item from Manage Items>[Item List](#)



One variation from the group of items must exist before other variants can be added. See "Create a New Item" in this guide for further instructions.

2. Under the Action column

a. Hover cursor over the  icon

b. click "**Add Variation**"

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The image shows two screenshots of a product configuration interface. The top screenshot, titled 'Your Item', shows a form for 'Test Frame Product' with the following fields: Manufacturer: test, *Mfr Part#/ISBN: test1, *UPC: (empty), *Seller Part #: spn-test1, *HLDecor_Color/Finish: Black, *HLDecor_Size/Dimensions: 10"X8", *Length(in.): 10.00, *Width(in.): 8.00, *Height(in.): 2.00, *Weight(lb.): 1.00, *MSRP(\$): N/A, Selling Price(\$): 15.00, *Shipping: Default, and *Inventory: 5. The bottom screenshot, titled 'Item 1', shows a similar form but with *HLDecor_Color/Finish and *HLDecor_Size/Dimensions set to 'Please Select'. A red box highlights the 'Item 1' form.

5. Upload Images for Similar Item

A close-up view of the 'Item 1' form. A red arrow points from the 'Please Select' dropdown for 'Size/Dimensions' down to the 'Upload Images' button at the bottom right of the form.

6. Click on the **Save All** button

A close-up view of the bottom of the form showing two buttons: 'Remove All' and 'Save All'. A red arrow points from the top of the page down to the 'Save All' button. Below the buttons, the text '© 2012 Newegg Inc. All rights reserved.' is visible.

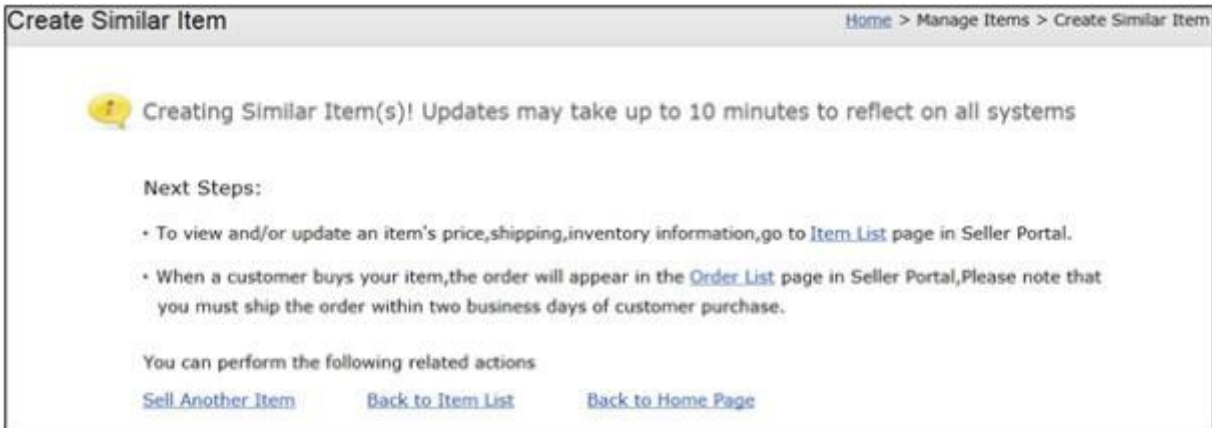
7. Confirm Similar Item Creation

A 'Confirm' dialog box with a blue header and a close button (X). The text inside reads: 'Are you sure you want to save all similar items?'. Below the text are two buttons: 'OK' and 'Cancel'.

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8. Final Step


You will receive the following confirmation page once the item(s) has been successfully submitted.

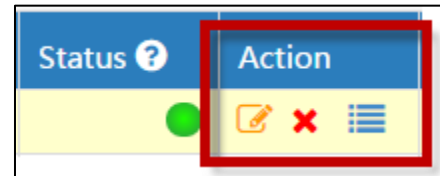


2.3. Edit/Delete Item

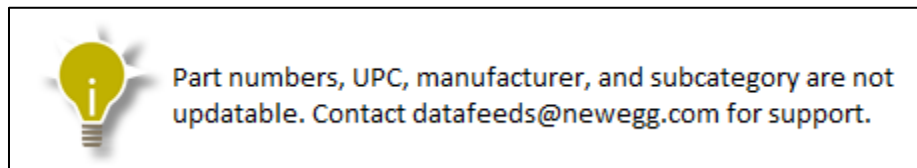
1. Look up item from [Item List](#)


2. Under Action column

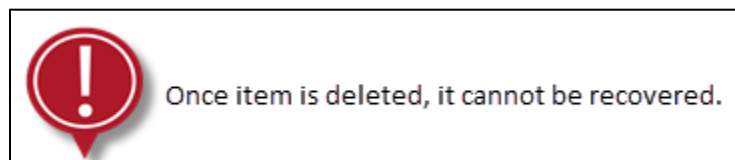
a. To Edit, click the  icon



See [Fill out Basic Information](#) to continue steps.



b. To Delete, click the  icon



2.4. Update Price and Shipping

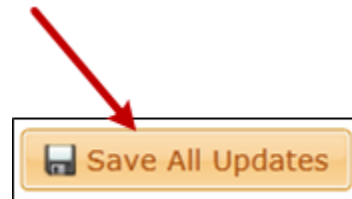
1. Look up item(s) from [Item List](#)

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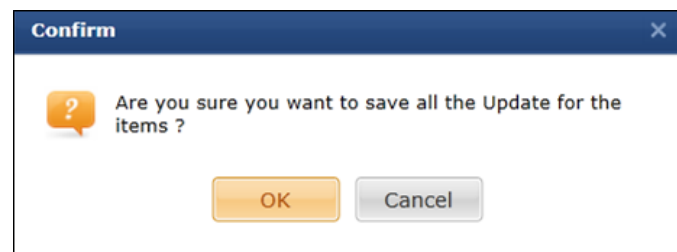
- Update values straight to the Selling Price and Shipping cells

Selling Price ?	Est.Ship	Shipping ?
\$ 15.00	\$ 7.99	Default ▼
\$ 15.00	\$ 0.00	Default ▼
\$ 20.00	\$ 0.00	Free ▼
\$ 20.00	\$ 4.99	Default ▼
\$ 10.99	\$ 4.99	Free ▼
\$ 20.00	\$ 4.99	Default ▼

- Click Save All Updates button



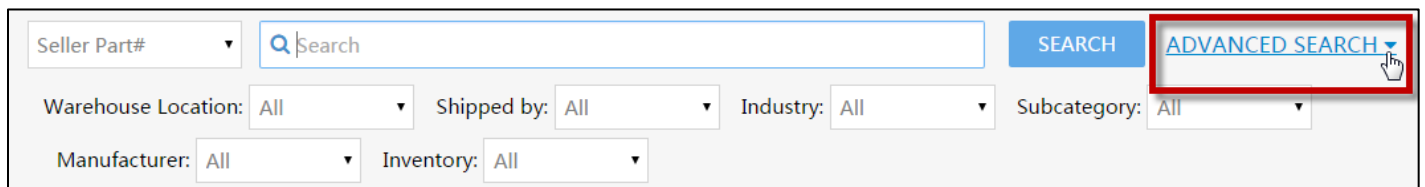
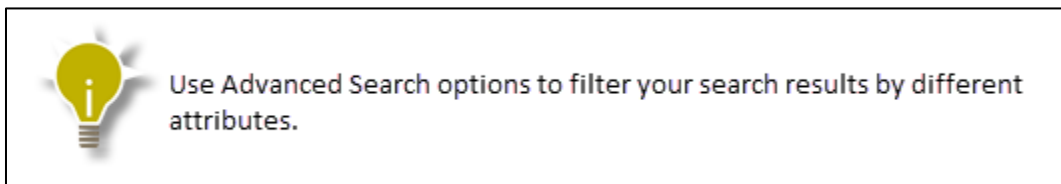
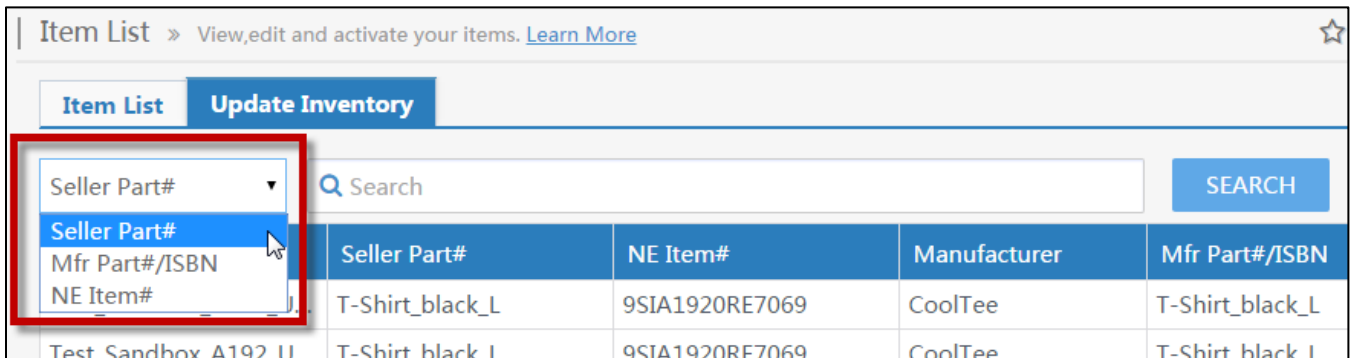
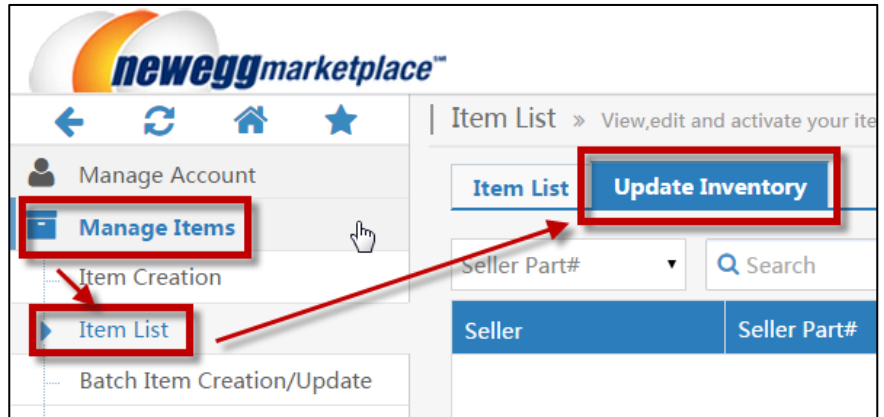
- Confirm Update



All updates saved successfully. Please note that your update(s) may take up to 15 minutes to be reflected on our systems. X

2.5. Update Inventory

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Items**
 - b. Click **Item List**
3. Select the **Update Inventory** tab
4. Search for item(s) by:
 - a. Seller Part #
 - b. Manufacturer Part #
 - c. Newegg Item #

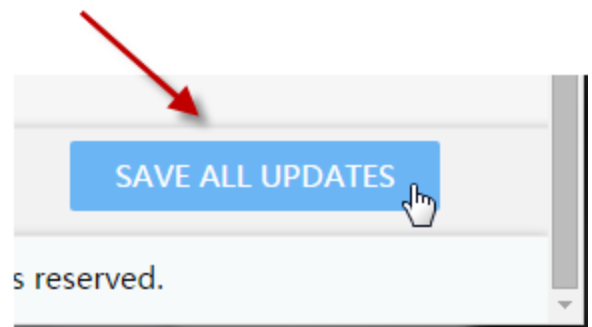


5. Update values straight into the **Inventory** cell for the specific **Warehouse Location**

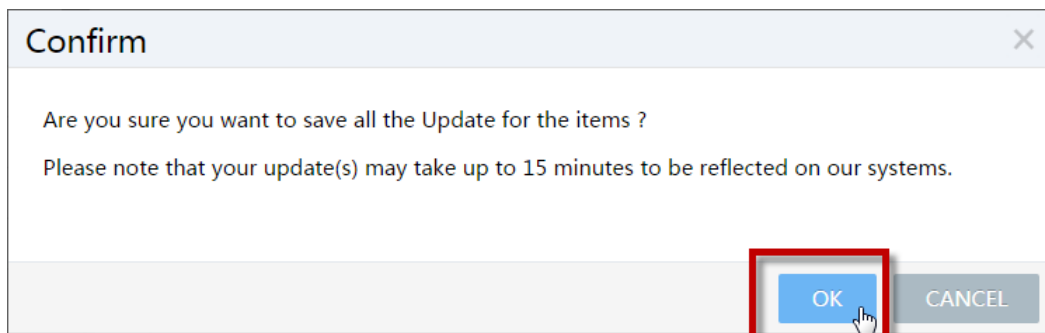
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Mfr Part#/ISBN	Warehouse Location	Shipped by	Inventory	Industry
T-Shirt_black_L	United States (USA)	Seller	10	Apparel
T-Shirt_black_L	Mexico (MEX)	Seller	0	Apparel

6. Click **SAVE ALL UPDATES** button



7. Confirm Update



2.6. Activate/Deactivate Item

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1. Look up item(s) from [Item List](#)
2. Under Status column, click activation button



The item's status will show a green light for active (online) and yellow light for inactive (offline). Click the light to change the status.

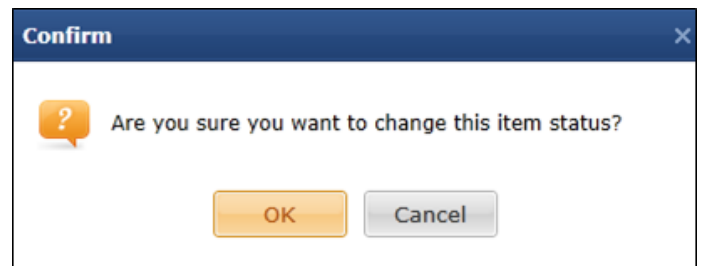


Activated Item



Deactivated Item

3. Confirm Status Change



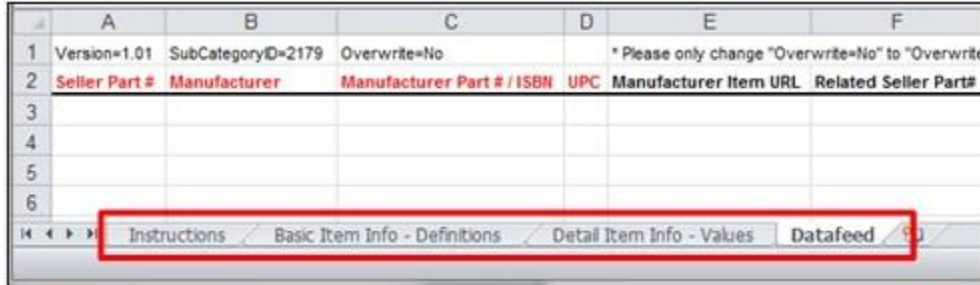
Update item status successfully!



3. Batch Create and Update Item Content

3.1. Batch Item Update/Creation Template

Regardless of the data feed format you decide to use (xls, csv, txt, xml), it is highly suggested to download the template in the MS Excel (xls) format. The Excel Template includes the following worksheets that contain valuable information you will need to properly fill out the Datafeed. Template should not be altered in any way otherwise, data feed upload will fail.



➤ **Instructions**

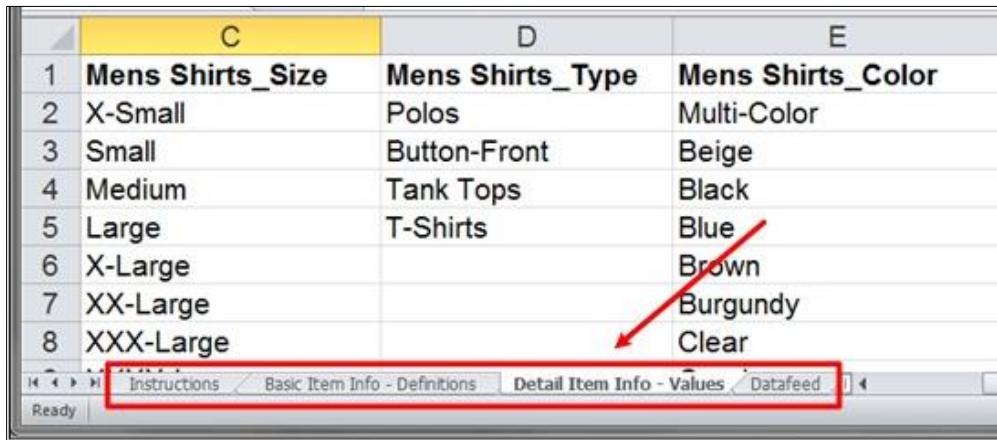
The Instructions sheet provides an overview of how to use the template.

➤ **Basic Item Info – Definitions**

This sheet includes definitions and accepted values for all common fields across all data feeds.

➤ **Detail Item Info – Values**

This sheet includes accepted property field values that have been pre-defined for the respective subcategory (i.e. Mens Shirts). The worksheet is only included in the Item Creation/Update Data Feed Template. It's best to only use the values found under this sheet for the respective property. If the value you need is not listed, kindly send a request to add your value to mktp.content@newegg.com.



➤ **Datafeed**

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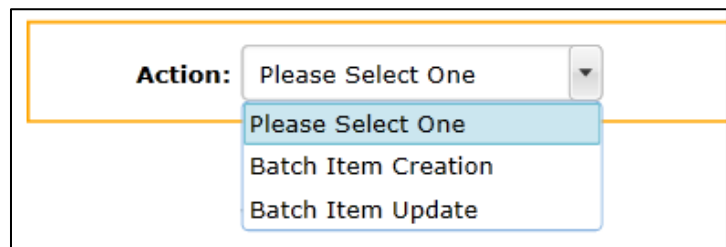
This is the actual worksheet that will be used to enter your product information to create new items or update the items that already exist on your account. The worksheet clearly marks all required fields with header names in red font and group-by properties with header names in blue font.

3.2. Download Data Feed Template

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Items**
 - b. Click **Batch Item Creation/Update**
3. Select the **Download File Template** tab (default option)



4. Select the **Action**



a) **“Batch Item Creation”**

To download an empty item creation/update or existing item creation data feed template.

To download an Existing Item Creation Template

Check the box where it says:

“Create items that exist on Newegg”

Action: Batch Item Creation


Create items that exist on Newegg


b) **“Batch Item Update”**

To download all your existing items from your Newegg Marketplace account. All items will be downloaded into one data feed for each respective subcategory. This Action can only be performed once every 24 hours.


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5. Select the **Template File Format**


 Under the "Batch Item Update" action, item can only be downloaded in Excel, Text, or CSV templates. XML is not available.


 The MS Excel (*.xls) Template File Format provides further information and details including data definitions and values.

- 6. Select the **Industry** (i.e. Apparel)
- 7. Select the **Category** (i.e. MensCasualShirts)
- 8. Click the Download File Template button

 **Industry and Category** menus are disabled when the action "Batch Item Update" is selected.


Template File Format: Microsoft Excel Format(*.xls)  [Download File Template](#)

Industry: Apparel 

Category: MensCasualShirts 

-For detailed instructions, download template in MS Excel format(.xls). To upload file for processing, click on Upload File tab above.

- 9. Under the **Download Link** column From the **Download File Template Status and History** Click the **Download** link.

 Time to generate zipped package containing all items in their respective subcategory data feed template will vary.

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Download File Template
Upload File

Action: Batch Item Update **Template File Format:** Microsoft Excel Format(*.xls) [Download File Template](#)

-You can download a complete data feed that includes all your previously uploaded items once every 24 hours.

ⓘ Your request may take 20 minutes to prepare and process. You will receive an email notification when the file is ready for download.

Download File Template Status and History ⓘ

Filter: Requested Date ⓘ Status: All User: [Refresh List](#)

Date Range: Last 3 Days

File Template Name	Status	Requested Date	Requested User	Completed Date	Download Link
A0VY_CompleteItemFiles_20121121_10_25_21_129979960558357347.zip	Initial	11/21/2012 10:27:35 (PST)	pc		

Status	Requested Date	Requested User	Completed Date	Download Link
57347.zip ✔ Completed	11/21/2012 10:27:35 (PST)	pc	11/21/2012 10:34:01 (PST)	Download

3.3. Populate Data Feed

1. Enter Item Information

- a. Required fields are marked with red header names and must be properly entered to prevent the item from failing.
- b. To create variation items, see section [Batch Group Related/Variant Items](#) for more information.

All subcategory related property/attribute fields are located towards the end of the feed. Missing any of these values may cause your item to be excluded from shopper's search results.

2. Input Image Links

- a. Provide HTTP link to direct image.
- b. Separate multiple links with comma only. Maximum of seven.
- c. See [Item Images](#) definition for image requirements.

Y

Item Images

http://www.newegg.com/image1.jpg,http://www.newegg.com/image2.jpg

Image 1 (Primary)

Image 2

3. Set [Activation Mark](#).

4. Set [Action](#) field accordingly.

	W	X	Y
1			
2	Activation Mark	Action	Item Images
3	TRUE	Update Item	http://www.ne
4	TRUE	Update Item Price and Inventory	http://www.ne
5	TRUE	Update/Append Image	http://www.ne
6	TRUE	Replace Image	http://www.ne

5. Upload Data Feed



You cannot update item's part numbers, manufacturer, UPC, or subcategory once item is created. Please verify all information is correct.

3.4. Batch Group Related/Variant Items

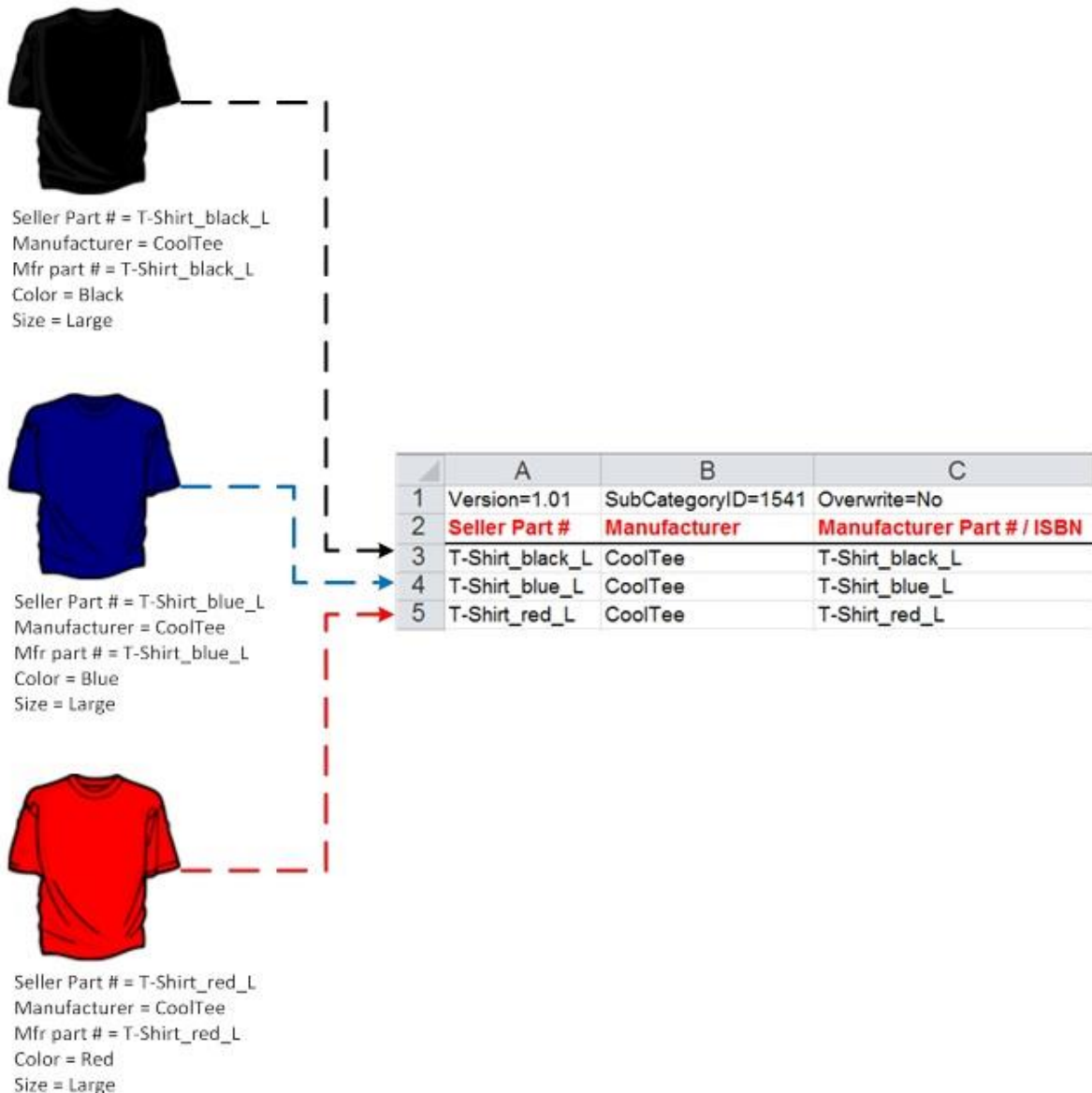
If you offer your item in different variants (i.e. size, color, etc.) then we highly recommend that you group those related items together. This will allow consumers to select each variant from one product page rather than viewing each variant from its own separate listing.

1. [Download Data Feed Template](#) in the MS Excel (xls) format

Download each subcategory's respective data feed to determine its required group-by properties.

2. Input each variant item

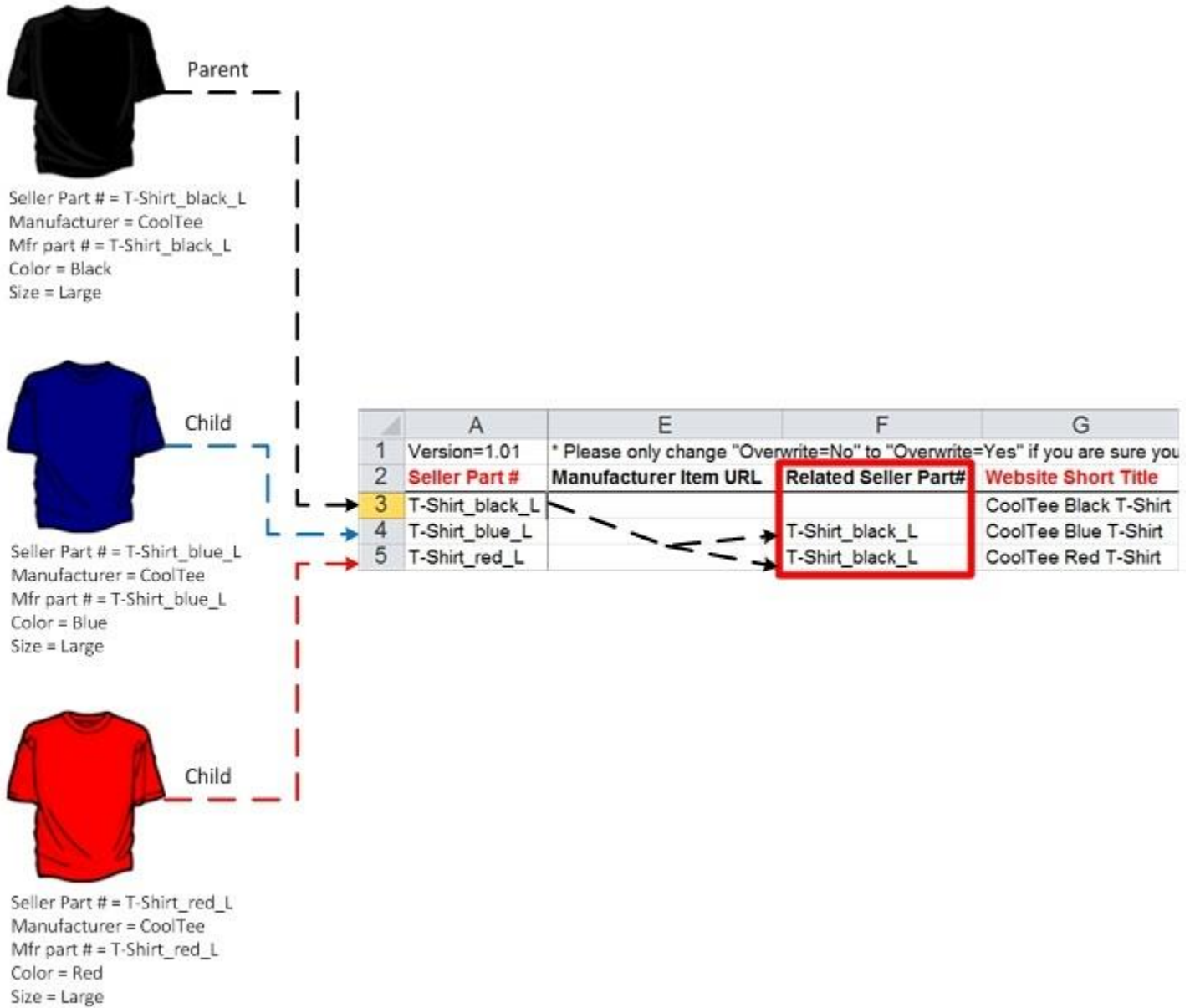
Each variant item needs to be inputted on its separate row and assigned its own unique values for the seller part #, manufacturer part #, and UPC. All items inputted should be real items NOT virtual items.



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3. Setup variant item's relationship

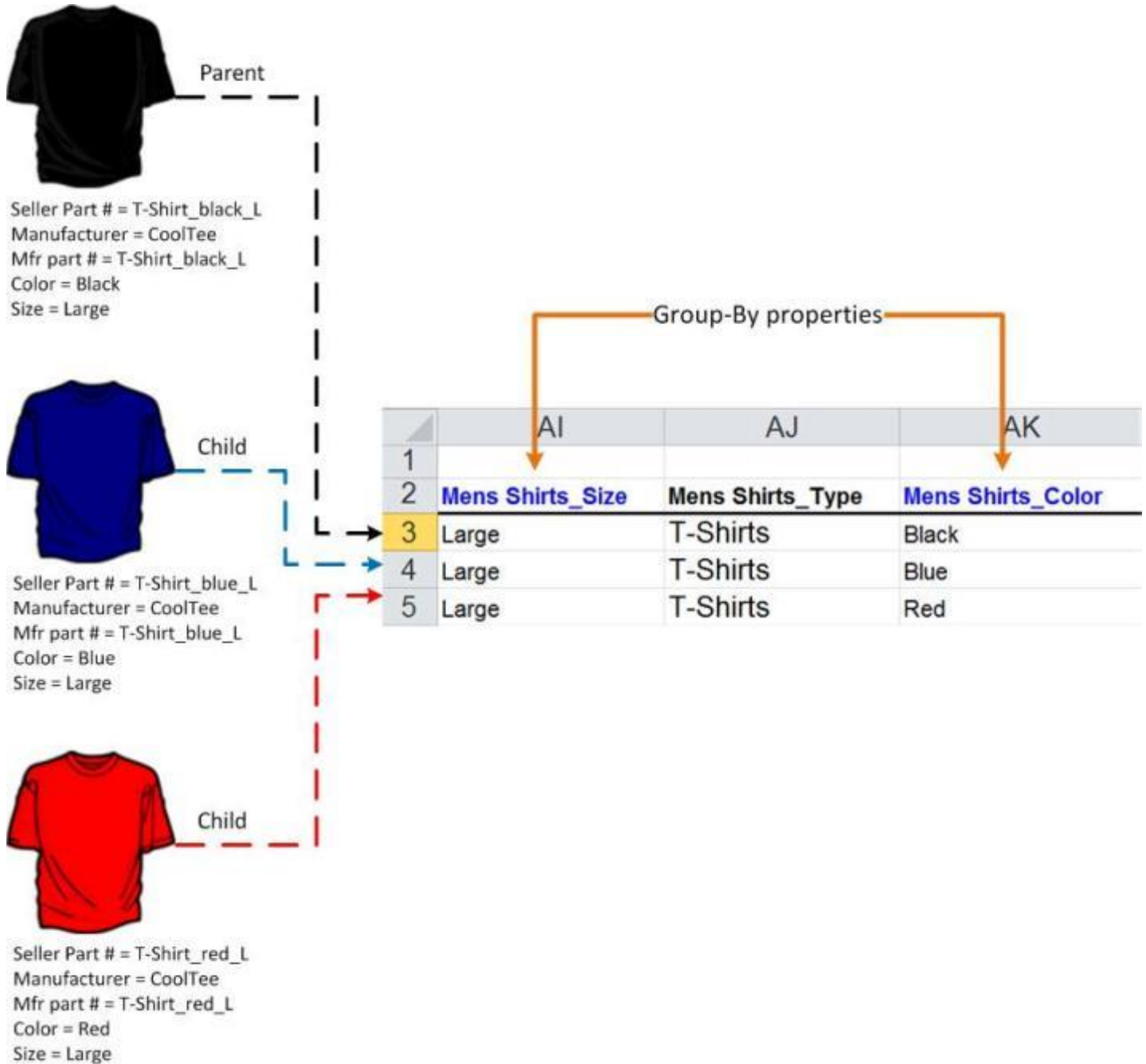
Consider the first variant item listed from the group to be the "parent" or "original" item. All other items are considered to be a "child" or "similar" item. Enter the parent's seller part # into the child's **Related Seller Part #** field. The parent item should be an actual item for sale NOT a "place-holder" or virtual item. Leave the parent item's **Related Seller Part #** field BLANK.



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4. Fill in ALL group-by properties

A “group-by” property is an item’s detail property that will be used as one of the variant attribute options that will allow consumers to select from one product page. Each subcategory has its own set of group-by properties. **The Data Feed Template in the MS excel format will mark all of the subcategory’s group-by properties with header names in blue font.** Only values found in the [Detail Item Info – Values](#) worksheet can be used for the respective group-by property field.



5. Final Product page with grouped items

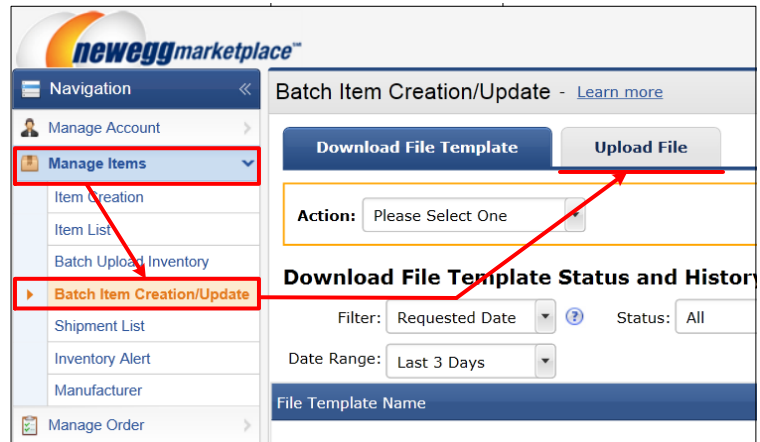
The product page shows variant options.

The screenshot displays the Newegg.com website interface for a product page. At the top, the Newegg logo is on the left, and navigation links for 'MY ACCOUNT', 'MY NEWEGG', and 'LATEST EMAIL DEALS' are in the center. On the right, there are social media icons for Facebook, Twitter, and YouTube. Below the header, a search bar contains 'Men's Apparel' and a 'GO' button. A 'Marketplace' dropdown menu is also visible. The breadcrumb trail reads: 'Home > Marketplace > Apparel & Accessories > Men's Apparel > Men's Casual Shirts > CoolTee > Item#: 9SIA0VY0GP4666'. The product image shows a black t-shirt. The title is 'CoolTee Black T-Shirt'. Below the title, it says 'Be the first to review this product...' and 'In stock.'. A color selection dropdown is set to 'Black'. The price is '\$20.00' with 'FREE SHIPPING' indicated. The seller is 'TEST_SANDBOX_ADVV'. A dropdown menu for 'Color' is open, showing options: 'Black', '--select one--', 'Black', 'Blue', and 'Red'. A red box highlights this dropdown menu, and a red arrow points from the 'Overview' tab to it. The 'Overview' tab is selected, with 'Details' and 'Feedback' tabs also visible.

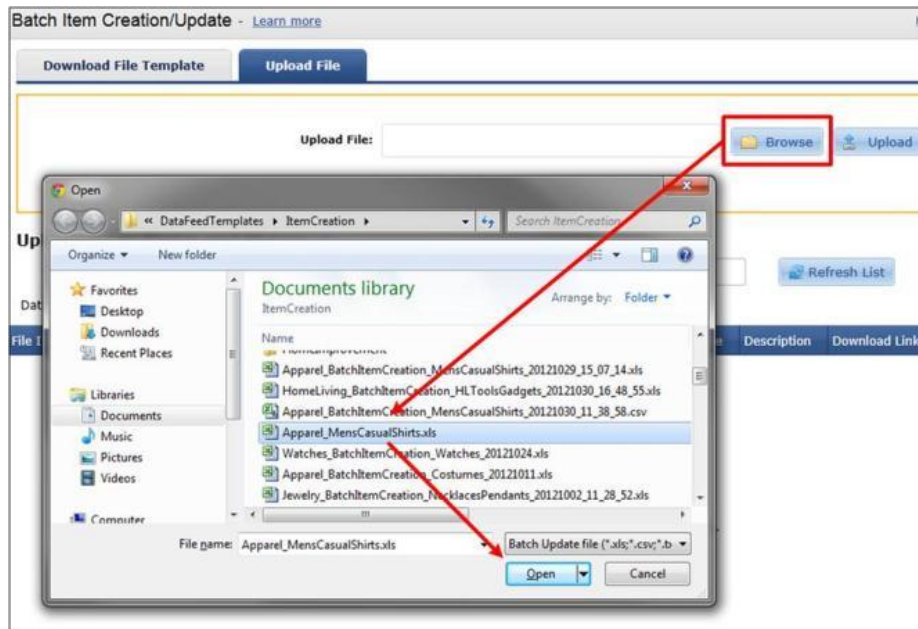
Data Integration Guide

3.5.Upload Data Feed

1. [Logon to Seller Portal](#)
2. From the **Navigation** panel
 - a. Click Manage Items
 - b. Click Batch Item Creation/Update
3. Click on the **Upload File** tab



4. Click the **Browse** button
5. From the **Open** pop-up window
 - a. Search for and select your data feed
 - b. Click the **Open** button




6. Click on the **Upload** button





7. Check feed status under Uploaded File Status and History



Batch Item Creation/Update - [Learn more](#) Home > Manage Items > Batch Item Creation/Update


[Download File Template](#) [Upload File](#)


Upload File: Apparel_MensCasualShirts.xls 167KB Complete  [Browse](#) [Upload](#)


 Your file has been uploaded successfully. Once your file has been processed, you will receive an email notification.

Uploaded File Status and History 

Filter: Requested Date  Status: All  User: [Refresh List](#)

Date Range: All 

File ID	File Name	Status	Uploaded Date	Uploaded User	Completed Date	Description
14384992	Apparel_MensCasualShirts.xls	 Initial	11/06/2012 14:56:08 (PST)	portalsandbox09@gmail.com		File uploaded, waiting for processing




Processing times may vary depending on size and number of jobs in process queue.

3.6.View Processing Errors

Check the status and processing errors of data feeds uploaded from the past 60 days.

1. [Login to Seller Portal](#)
1. From the **Navigation** panel
 - a. Click Manage Items
 - b. Click Batch Item Creation/Update
2. Click the **Upload File** tab



3. Under **Upload File Status and History** Search for uploaded feed

Uploaded File Status and History 

Filter: Requested Date  Status: All  User: [Refresh List](#)

Date Range: Last 3 Days 

File ID	File Name	Status	Uploaded Date	Uploaded User	Completed Date	Description	Download Link
---------	-----------	--------	---------------	---------------	----------------	-------------	---------------

4. Under the Download Link column, click on the [>> View Details](#) link

Completed Date	Description	Download Link
11/07/2012 12:35:20 (PST)	Total Records: 4, Successfully Uploaded Records: 2	>> View Details



5. Open Processing Result File

File will contain items that received an error only with description of the error.

	A	B	C	D	E	F
1						
2	ProcessedCount:4	SuccessCount:2	WithErrorCount:2			
3						
4	SubCategoryID	SellerPartNumber	ManufacturerPart NumberOrISBN	UPC		
5	1541	JT1234	JT1234		Error(s). Item not created.	Manufacturer - Manufacturer does not exist! Please submit your manufacturer
6	1541	T-Shirt_blue_XL	T-Shirt_blue_XL		Create SimilarItem Failed.	SellerPartNumber [T-Shirt_blue_XL] is missing value for [MENSSHIRTSSIZE]

4. Batch Update Price

4.1. Batch Item Price Update Template

Regardless of the Price feed format you decide to use (xls, csv, txt, xml), it is highly suggested for first time users to download the template in the MS Excel (xls) format. The Excel Template includes the following worksheets that contain valuable information you will need to properly fill out the Price Feed.

- Instructions

The Instructions sheet provides an overview of how to use the template.

- BatchPriceUpdate

This is the actual worksheet that will be used to enter your product information. Do not rename the tab otherwise the system will not process your feed.

	A	B	C	D
1	Version=2.0			
2	Seller Part #	NE Item #	Country Code	Currency
3				
4				
5				
6				
7				
8				
9				
10				

- Template Header

The template header includes the version number on the first row. Do not modify or remove from template.

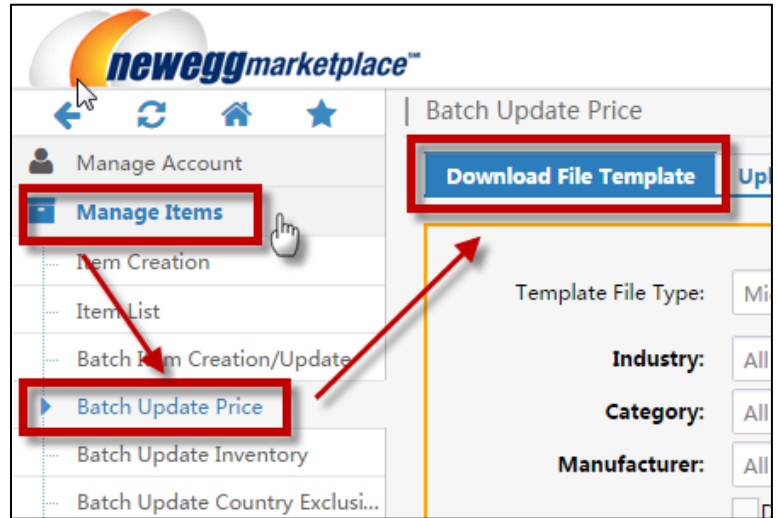
	A
1	Version=2.0

- Data field Header Names

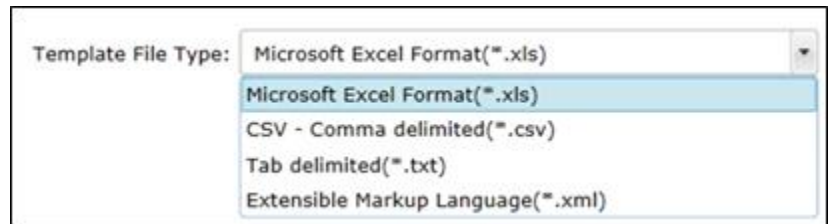
All data fields should be included. Do NOT modify the format or remove any fields from your price feed. Doing so may cause your items from being properly updated or to fail completely. If the field does not pertain to your item then simply leave the field blank.

4.2. Download Price Feed Template

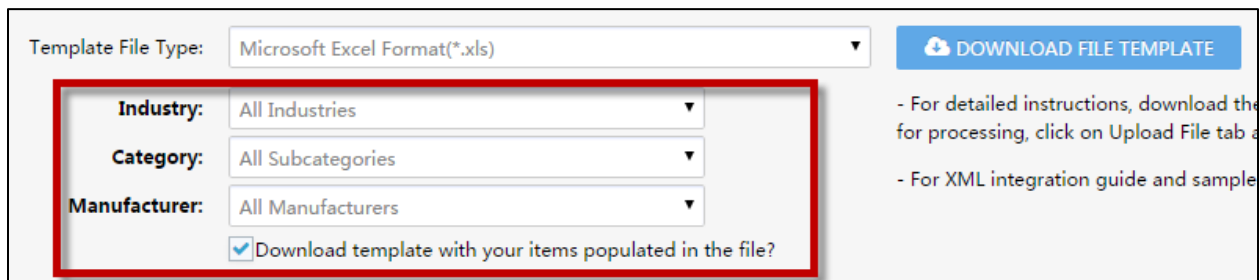
1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Items**
 - b. Click **Batch Update Price**
3. Click on the **Download File Template** tab (default)



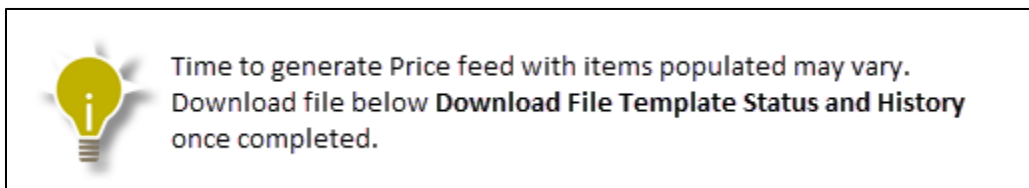
4. Select the **Template File Type**



5. Choose settings to **Download template with your items populated in the file**
 - a. To Download blank template, uncheck box.
 - b. To Download template with your items, keep box checked and set Industry, Category, and Manufacturer options.



6. Click on the **Download File Template** button



Data Integration Guide

7. Click the Download link under the **Download Link** column below the **Download File Template Status and History**

Download File Template
Upload File

Template File Type: Microsoft Excel Format(*.xls) Download File Template

Download template with your items populated in the file?

- For detailed instructions, download the template file in MS Excel format(.xls). To upload file for processing, click on Upload File tab above.

- For XML integration guide and sample files, click [here](#).

i Your request may take 20 minutes to prepare and process. You will receive an email notification when the file is ready for download.

Download File Template Status and History ?

Filter: Requested Date ? Status: All User: Refresh List

Date Range: Last 3 Days

File Template Name	Status	Requested Date	Requested User	Completed Date	Download Link
InventorySnapshot_20121121_160206.zip	Initial	11/21/2012 16:02:06 (PST)	portalsandbox09@gmail.com		

Status	Requested Date	Requested User	Completed Date	Download Link
Completed	11/21/2012 16:02:06 (PST)	portalsandbox09@gmail.com	11/21/2012 16:04:00 (PST)	Download


4.3. Populate Price Feed

1. Enter/Update Item Information

- a. Required fields are marked with red header names and must be properly entered to prevent the item from failing.

	A	B	C	D	E	F	G	H	I	J
1	Version=2.0									
2	Seller Part #	NE Item #	Country Code	Currency	MSRP	MAP	Checkout MAP	Selling Price	Shipping	Activation Mark
3	A001	9SIA1923281210	USA	USD	5.00	0	False	5.00	default	True
4	A001	9SIA1922KG2918	AUS	AUD	6.45	0	False	6.45	default	True
5	A002	9SIA1922KG2917	USA	USD	10.00	0	False	10.00	default	True
6	A003	9SIA1922KG2916	USA	USD	9.99	0	False	9.99	default	True

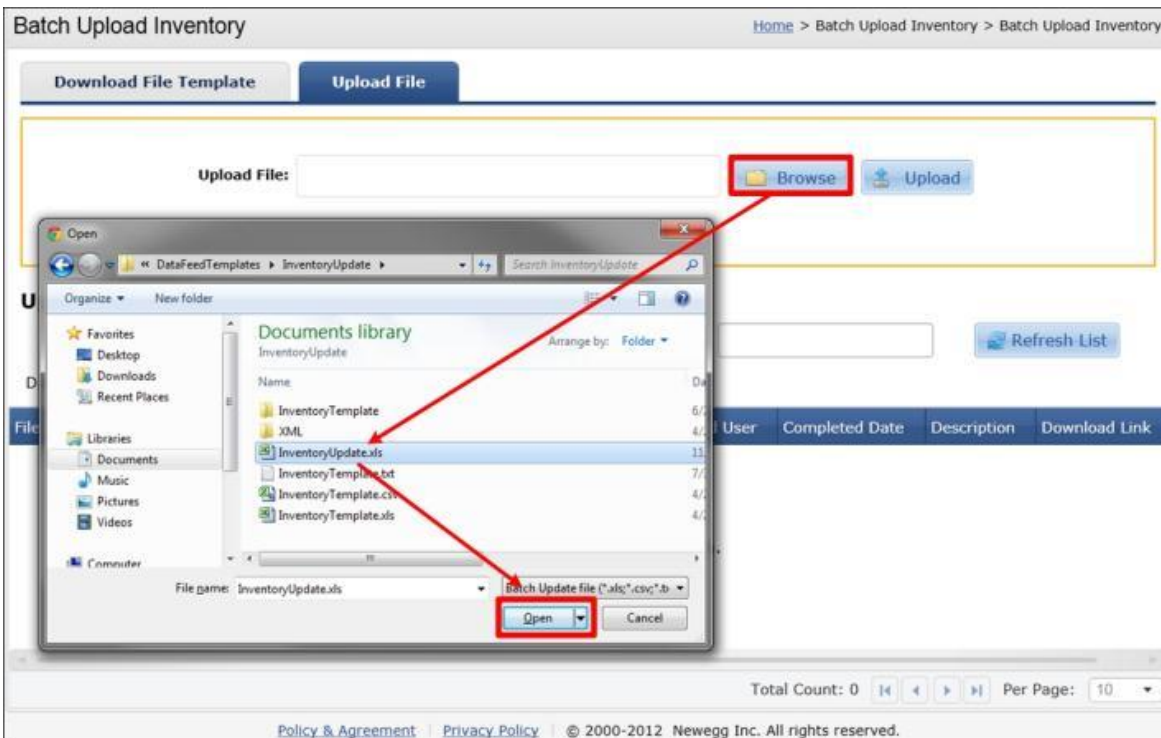
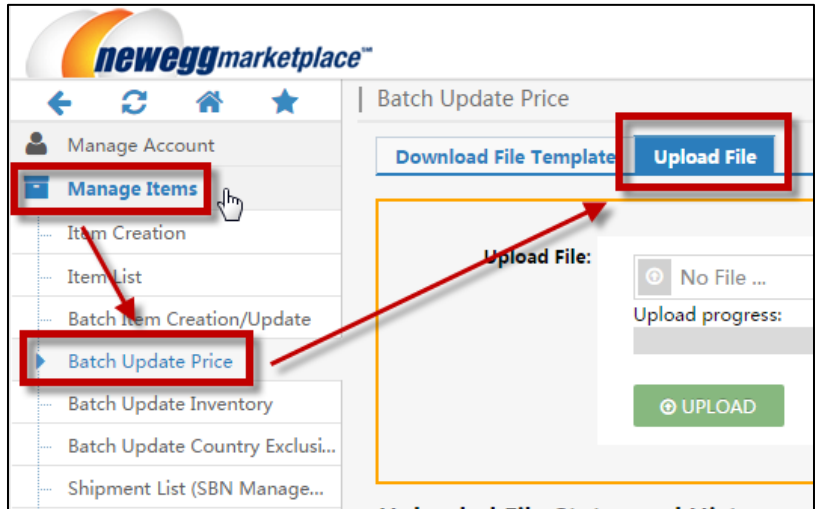
See **Instruction** sheet in the MS Excel (*.xls) Template for further data definitions and instructions.



To Activate or Deactivate an item, set the its **Activation Mark** field to **TRUE** or **FALSE** respectively.

4.4. Upload Price Feed

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Items**
 - b. Click **Batch Update Price**
3. Click on the **Upload File** tab
4. Click the **Browse** button
5. From the **Open** pop-up window
 - a. Search for and select your data feed
 - b. Click the **Open** button




6. Click on the **Upload** button



7. Check feed status under Uploaded File Status and History

The screenshot shows the 'Batch Upload Inventory' page. At the top, there are buttons for 'Download File Template' and 'Upload File'. Below, the 'Upload File' section shows a successful upload of 'InventoryUpdate.xls' (50.5KB) with a 'Complete' status and a green checkmark. A message states: 'Your file has been uploaded successfully. Once your file has been processed, you will receive an email notification.' Below this is the 'Uploaded File Status and History' section, which includes filters for 'Requested Date', 'Status', and 'User', along with a 'Date Range' dropdown set to 'Last 3 Days' and a 'Refresh List' button. A table below displays the upload history:

File ID	File Name	Status	Uploaded Date	Uploaded User	Completed Date	Description	Download Link
0	InventoryUpdate.xls	Initial	11/26/2012 10:12:08 (PST)	po		File uploaded, waiting for processing	

 Processing times may vary depending on size and number of jobs in process queue.

4.5. View Price Processing Errors

1. [Login to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Items**
 - b. Click **Batch Update Price**
3. Click the **Upload File** tab

The screenshot shows the Newegg Marketplace Seller Portal. The navigation menu on the left includes 'Manage Account', 'Manage Items', 'Item Creation', 'Item List', 'Batch Item Creation/Update', 'Batch Update Price', 'Batch Update Inventory', 'Batch Update Country Excl...', and 'Shipment List (SBN Manage...)'. The 'Batch Update Price' page is active, showing 'Download File Template' and 'Upload File' buttons. The 'Upload File' button is highlighted with a red box. A red arrow points from the 'Batch Update Price' menu item to the 'Upload File' button.

4. Search for file under the **Uploaded File Status and History**

Data Integration Guide

Uploaded File Status and History ?							
Filter:	Requested Date	Status:	All	User:		Refresh List	
Date Range:	Last 3 Days						
File ID	File Name	Status	Uploaded Date	Uploaded User	Completed Date	Description	Download Link

5. Click on the [>> View Details](#) link under the **Download Link** column



Completed Date	Description	Download Link
11/26/2012 10:15:14 (PST)	Total Records: 4, Successfully Uploaded Records: 2	>> View Details

6. Open Inventory Processing Result File

File will contain items that received an error only with description of the error.

5. Batch Update Inventory

5.1. Batch Item Inventory Update Template

Regardless of the Inventory feed format you decide to use (xls, csv, txt, xml), it is highly suggested for first time users to download the template in the MS Excel (xls) format. The Excel Template includes the following worksheets that contain valuable information you will need to properly fill out the Inventory Feed.

- Instructions

The Instructions sheet provides an overview of how to use the template.

- BatchInventoryAndPriceUpdate

This is the actual worksheet that will be used to enter your product information. Do not rename the tab otherwise the system will not process your feed.

	A	B	C	D	E	F
1	Version=2.0					
2	Seller Part #	NE Item #	Warehouse Location	Fulfillment Option	Inventory	
3						
4						
5						
6						
7						
8						
9						
10						

- Template Header

The template header includes the version number on the first row. Do not modify or remove from template.

	A
1	Version=2.0

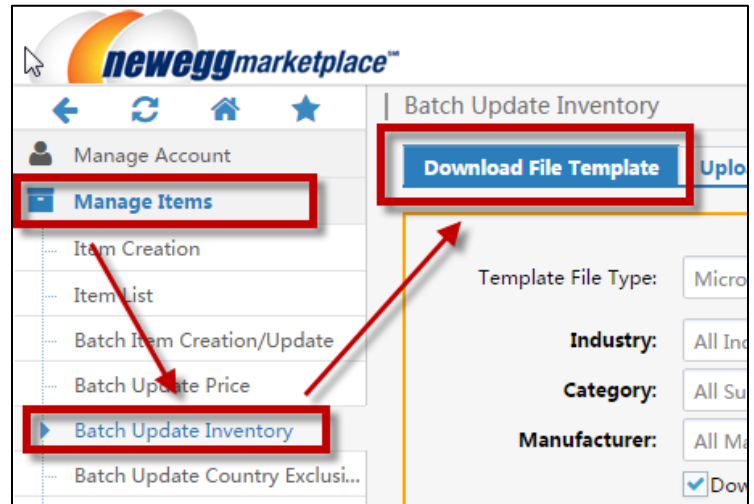
- Data field Header Names

All data fields should be included. Do NOT modify the format or remove any fields from your inventory feed. Doing so may cause your items from being properly updated or to fail completely. If the field does not pertain to your item then simply leave the field blank.

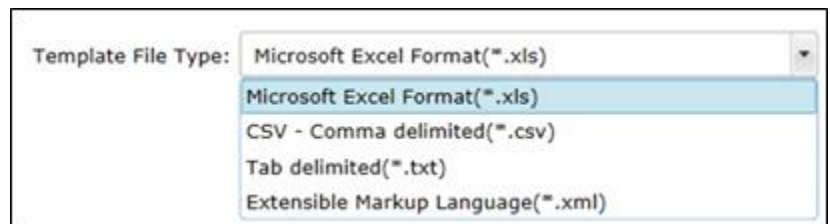
5.2. Download Inventory Feed Template

Data Integration Guide

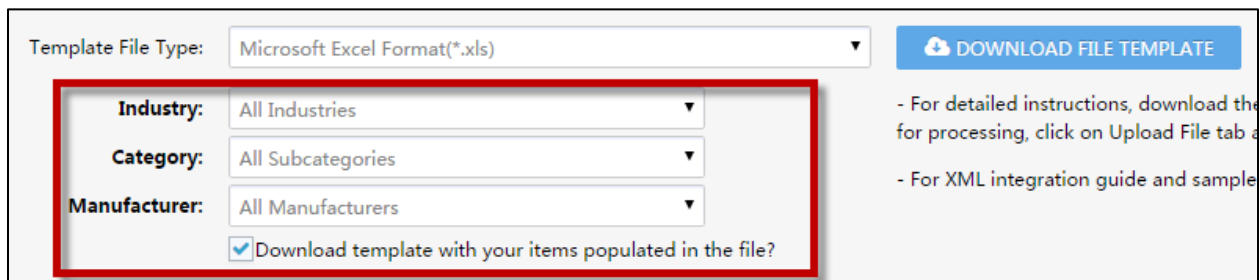
1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Items**
 - b. Click **Batch Update Inventory**
3. Click on the **Download File Template** tab (default)



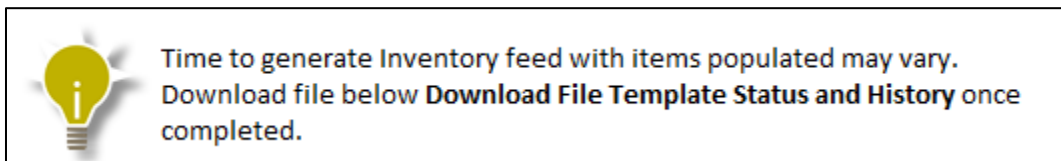
4. Select the **Template File Type**



5. Choose settings to **Download template with your items populated in the file**
 - a. To Download blank template, uncheck box.
 - b. To Download template with your items, keep box checked and set Industry, Category, and Manufacturer options.



6. Click on the **Download File Template** button



7. Click the [Download](#) link under the **Download Link** column below the **Download File Template Status and History**

Data Integration Guide

Download File Template

Upload File

Template File Type: Microsoft Excel Format(*.xls) [Download File Template](#)

Download template with your items populated in the file?

- For detailed instructions, download the template file in MS Excel format(.xls). To upload file for processing, click on Upload File tab above.

- For XML Integration guide and sample files, click [here](#) .

i Your request may take 20 minutes to prepare and process. You will receive an email notification when the file is ready for download.

Download File Template Status and History

Filter: Requested Date Status: All User: [Refresh List](#)

Date Range: Last 3 Days

File Template Name	Status	Requested Date	Requested User	Completed Date	Download Link
InventorySnapshot_20121121_160206.zip	Initial	11/21/2012 16:02:06 (PST)	portalsandbox09@gmail.com		
InventorySnapshot_20121121_160206.zip	Completed	11/21/2012 16:02:06 (PST)	portalsandbox09@gmail.com	11/21/2012 16:04:00 (PST)	Download

5.3. Populate Inventory Feed

1. Enter/Update Item Information

- a. Required fields are marked with red header names and must be properly entered to prevent the item from failing.

	A	B	C	D	E
1	Version=2.0				
2	Seller Part #	NE Item #	Warehouse Location	Fulfillment Option	Inventory
3	A001	9SIA1923281210	USA	Seller	25
4	A001	9SIA1922KG2918	MEX	Seller	10
5	A002	9SIA1922KG2917	USA	Seller	20
6	A003	9SIA1922KG2916	USA	Seller	51

See **Instruction** sheet in the MS E: definitions and instructions.

5.4. Upload Inventory Feed

newegg marketplace™

Batch Update Inventory

[Download File Template](#) [Upload File](#)

Manage Account

Manage Items

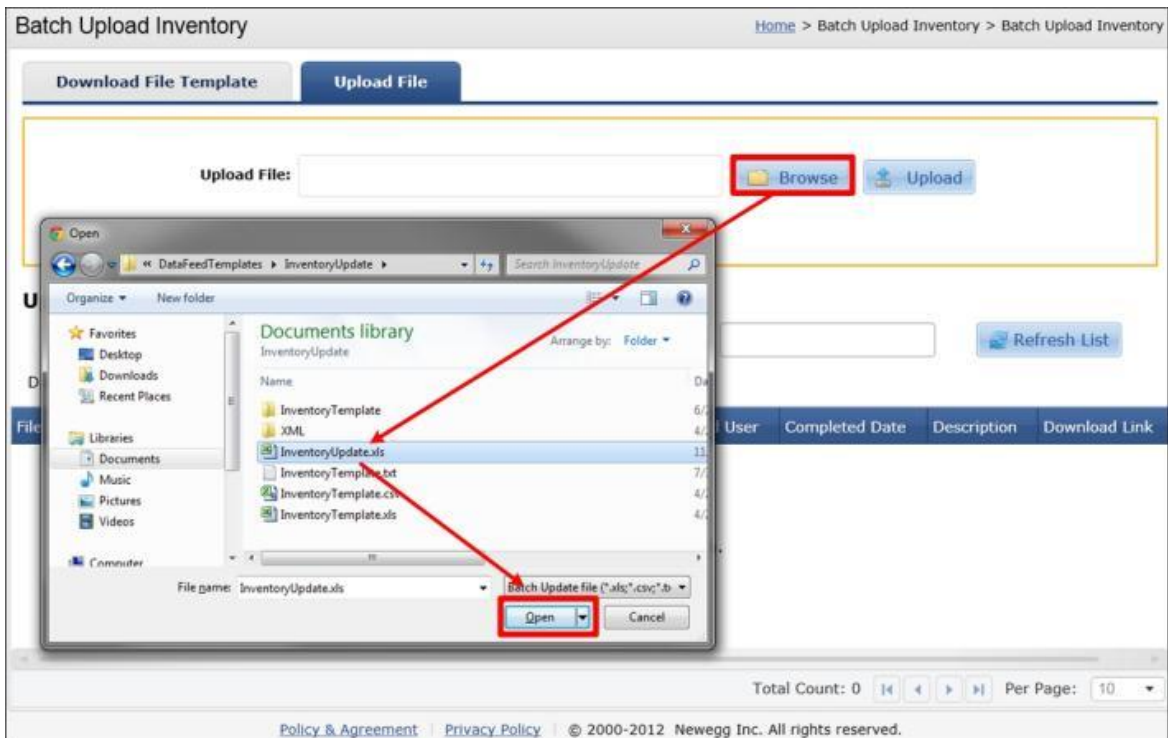
- Item Creation
- Item List
- Batch Item Creation/Update
- Batch Update Price
- Batch Update Inventory**
- Batch Update Country Excl...

Upload File:

Upload progress:

Data Integration Guide

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Items**
 - b. Click **Batch Update Inventory**
3. Click on the **Upload File** tab
4. Click the **Browse** button
5. From the **Open** pop-up window
 - a. Search for and select your data feed
 - b. Click the **Open** button



6. Click on the Upload button




7. Check feed status under Uploaded File Status and History

Data Integration Guide

The screenshot shows the 'Batch Upload Inventory' interface. At the top, there are buttons for 'Download File Template' and 'Upload File'. Below this, a file upload area shows 'InventoryUpdate.xls 50.5KB' with a 'Complete' status and a green checkmark. A message box states: 'Your file has been uploaded successfully. Once your file has been processed, you will receive an email notification.' Below the message is the 'Uploaded File Status and History' section, which includes filter options for 'Requested Date', 'Status', and 'User', along with a 'Date Range' set to 'Last 3 Days' and a 'Refresh List' button. A table below displays the upload details:

File ID	File Name	Status	Uploaded Date	Uploaded User	Completed Date	Description	Download Link
0	InventoryUpdate.xls	Initial	11/26/2012 10:12:08 (PST)	po		File uploaded, waiting for processing	

 Processing times may vary depending on size and number of jobs in process queue.

5.5.View Inventory Processing Errors

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Items**
 - b. Click **Batch Update Inventory**
3. Click the **Upload File** tab

The screenshot shows the 'newegg marketplace' navigation panel on the left. The 'Manage Items' menu is expanded, and 'Batch Update Inventory' is highlighted with a red box. A red arrow points from this menu item to the 'Upload File' button in the main content area, which is also highlighted with a red box. The main content area shows the 'Batch Update Inventory' page with 'Download File Template' and 'Upload File' buttons, and an 'Upload File' section with a 'No File ...' button and an 'UPLOAD' button.

4. Search for file under the **Uploaded File Status and History**

The screenshot shows the 'Uploaded File Status and History' section with filter options and a table:

File ID	File Name	Status	Uploaded Date	Uploaded User	Completed Date	Description	Download Link
---------	-----------	--------	---------------	---------------	----------------	-------------	---------------

5. Click on the [>> View Details](#) link under the **Download Link** column



Completed Date	Description	Download Link
11/26/2012 10:15:14 (PST)	Total Records: 4, Successfully Uploaded Records: 2	>> View Details

6. Open Inventory Processing Result File

File will contain items that received an error only with description of the error.

6. Manufacturer List

All manufacturer/brand names must be pre-approved before they can be used to create an item. In Seller Portal, you can search through our database of accepted manufacturer names and/or submit a request to add a new one.

6.1. Look up Manufacturer

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Items**
 - b. Click **Manufacturer**
3. Click the **Manufacturer List** tab



4. Search for manufacturer by:
 - a. Manufacturer ID (Newegg's internal identification)
 - b. Manufacturer Name
 - c. Manufacturer URL
 - d. Manufacturer Support Email
 - e. Manufacturer Support Phone
 - f. Manufacturer Support URL

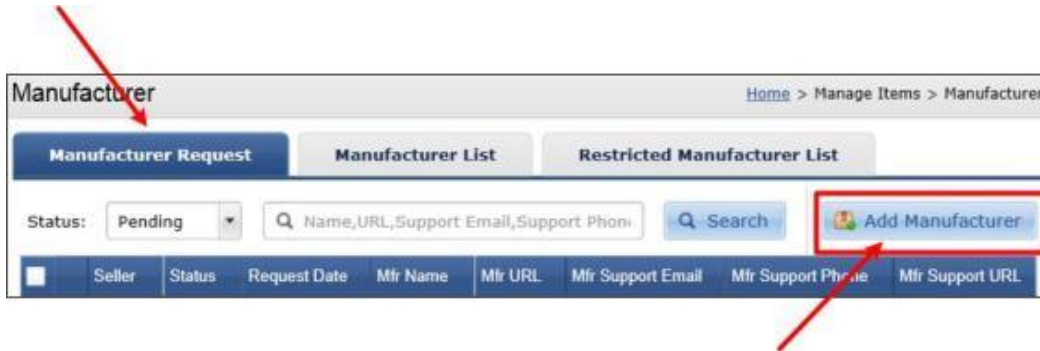


For best search results, enter part of the manufacturer name instead of the entire name (i.e. "Sony" vs. "Sony Electronics Inc.").

6.2. Manufacturer Request

Submit request to add a new Manufacturer name to the approved Manufacturer List.

1. Go to **Manage Items > Manufacturer**
2. Click **Manufacturer Request** tab
3. Click the **Add Manufacturer** button



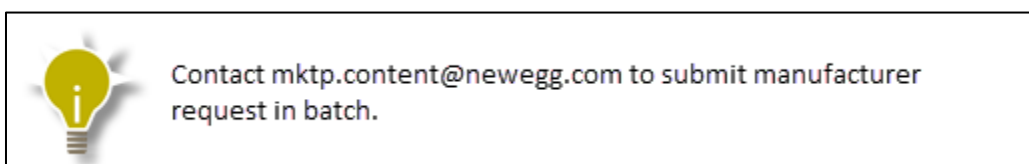
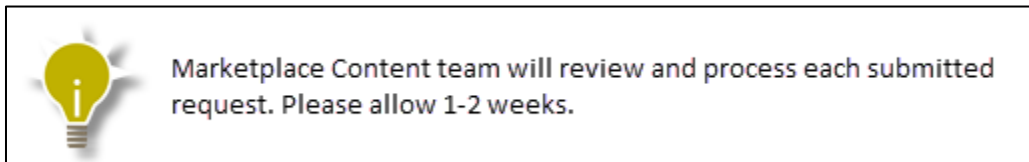
4. Enter all requested information

The 'Add Manufacturer' form contains the following fields and options:

- Manufacturer Name:
- Manufacturer URL:
- Manufacturer Support Email:
- Manufacturer Support Phone#: () - Ext:
- US Phone Number International Phone Number
- Manufacturer Support URL:

Buttons at the bottom: , , ,

5. Submit request
 - a. Click **“Submit & New”** to submit request and add another manufacturer.
 - b. Click **“Submit & Close”** to submit request and return to Seller Portal.



7. Manage Order with Seller Portal

After a customer places an order, Newegg Marketplace will verify the payment information and order details. Once the order is verified, Newegg Marketplace will notify you by:

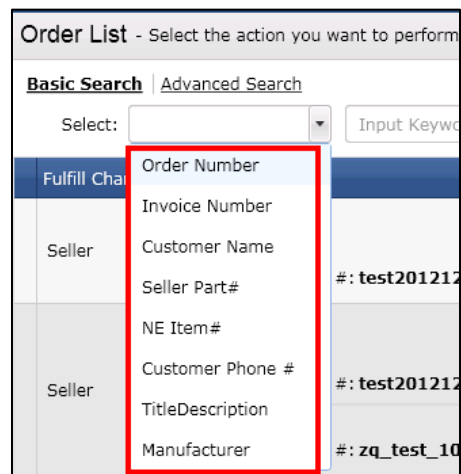
- a. Sending a notification email to your default account. Please also check your seller account in Seller Portal for current order status.
- b. For FTP users, Newegg will also upload an order file every hour to your directory [/Outbound/OrderList/](#)

7.1.Ship/Void Order

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Order**
 - b. Click **Order List**



3. Search Order(s) by:
 - a. Order Number
 - b. Invoice Number
 - c. Customer Name
 - d. Seller Part #
 - e. NE Item #
 - f. Customer Phone #
 - g. Title Description
 - h. Manufacturer



Data Integration Guide

Order List - Select the action you want to perform for a specific order under the action column. [Learn more](#) Home > Manage Order > Order List

Basic Search | **Advanced Search**

Select: Order Number 41460202 Search Batch Ship

Fulfill Channel	Order Content	Customer	Ship Service	Status	Action
Seller	41460202 whatever Qty: 2 Mfr Part #: test2012120801 Status: Shipped	Richard Chen	Expedited Shipping (3-5 business days)	Invoiced RMA #: 42620500(Closed)	Issue RMA Issue Courtesy Refund
	UFO21 Qty: 1 Mfr Part #: zq_test_101221 Status: Shipped				

Use Advanced Search options to filter your search results by different attributes.

Basic Search | **Advanced Search**

Select: Order Number Input Keywords Search

Order Status: All Order Date: All

Fulfill By: All Newegg Seller Include historical orders

4. Under the **Action** column, hover cursor over the icon
 - a. To ship order, "Ship"
 - b. To void order, Click "Void Order"

	Status	Return(s)	Action	Order Number
▶ <input type="checkbox"/>	Unshipped		Ship	21...
▶ <input type="checkbox"/>	Unshipped		Void Order	


5. Under Order Content, select item(s) to include in package list
6. Click **Generate Package** button


General Info

Order Content

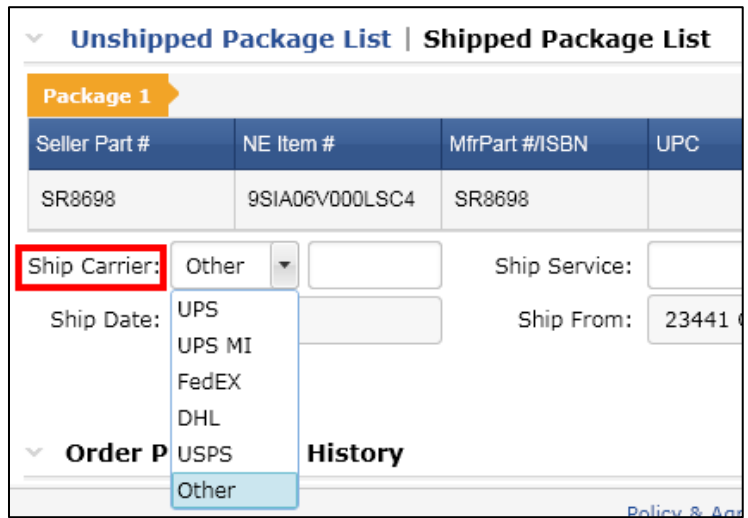
<input checked="" type="checkbox"/>	Seller Part #	NE Item #	MfrPart #/ISBN	UPC
<input checked="" type="checkbox"/>	RC00002	95IA0000000000	00000000000003	0542
		Size:L / Color:Gold		

Generate Package Remove Item(s) Void Order

 Multiple packages may be generated.

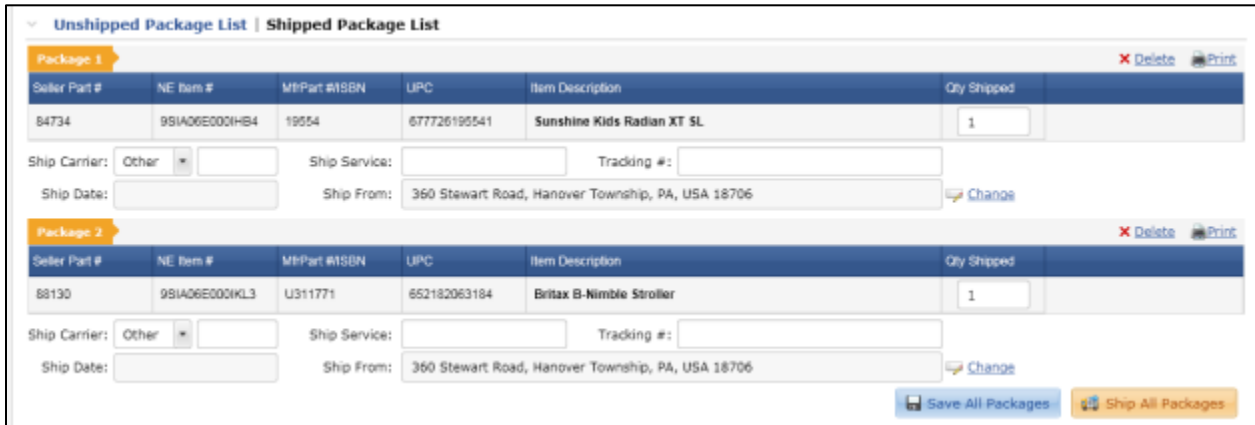
 Generated Packages will appear under **Unshipped Package List**.

- 7. Select the package's **Shipping Carrier**
- 8. Enter the Shipping Service (i.e. "Ground")
- 9. Enter the **Tracking #**



Seller Part #	NE Item #	MfrPart #/ISBN	UPC
SR8698	9SIA06V000LSC4	SR8698	

- 10. Print Package List
- 11. Click **Ship All Packages** button



Seller Part #	NE Item #	MfrPart #/ISBN	UPC	Item Description	Qty Shipped
84734	9SIA06E000IH84	19554	677726195541	Sunshine Kids Radian XT SL	1
88130	9SIA06E000IKL3	U311771	652182063184	Britax B-Nimble Stroller	1



Order will not be processed by clicking the "**SAVE ALL PACKAGES**" button. You must click the "**SHIP ALL PACKAGES**" for the order to be processed.

8. Batch Ship Orders

8.1. Batch Order Shipping Template

Regardless of the format you decide to use (xls, csv, txt, xml), it is highly suggested to download the template in the MS Excel (xls) format. The Excel Template includes the following worksheets that contain valuable information you will need to properly fill out the Batch Shipping file.

- Instructions

The Instructions sheet provides an overview of how to use the template including a detailed review of each field in the template.

- BatchShippingUpdate

This is the actual worksheet in which you enter your Shipping info, using the specifications listed in the Instructions tab. This worksheet contains column headings (field names) representing each of the fields in your Ship Notice file. It has color-coded column headers to indicate whether the field is **required (red)** or **desired (black)**.

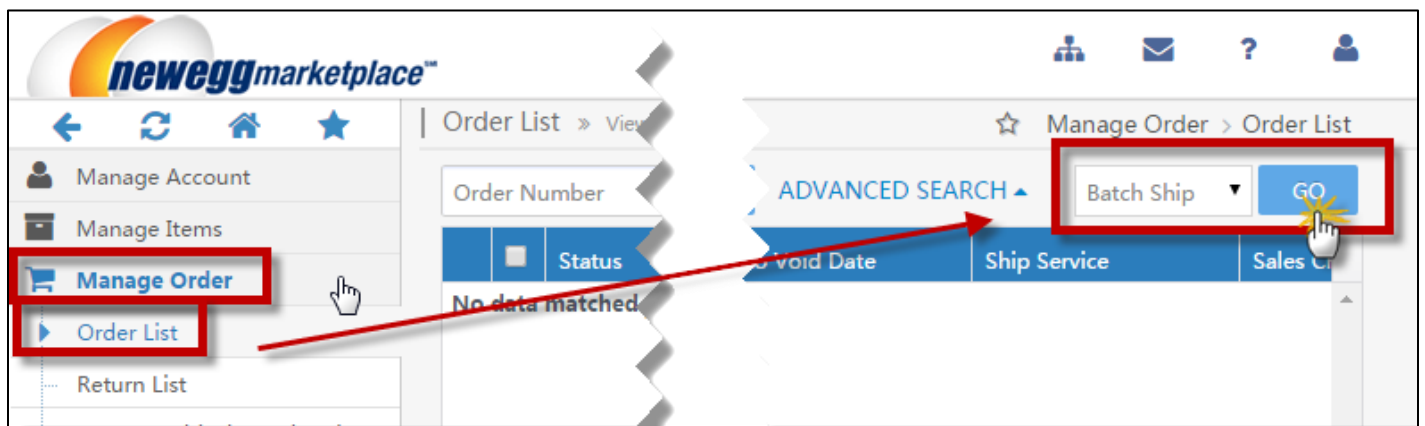
	A	B	C
1	Order Number	Order Date & Time	Ship To Address Line 1
2			
3			
4			
5			
6			
7			
8			
9			

- Data field Header Names

All data fields should be included. Do NOT modify the format or remove any fields from your inventory feed. Doing so may cause your items from being properly updated or to fail completely. If the field does not pertain to your item then simply leave the field blank.

8.2. Download Order Shipping Template

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Order**
 - b. Click **Order List**
3. Select "**Batch Ship**" from drop-down menu (default)
4. Click the **GO** button



5. Select download options
 - a. Select the **Template File Type** (i.e. xls, csv, txt, xml)
 - b. Check box to download template with your unshipped orders populated in the file (default)
 - c. Uncheck box to download empty order/shipping template

Batch Ship

Download File Template Upload File

Download and fill out this batch update file and upload it to batch ship your orders.

Template File Type:

Download template with your unshipped orders populated in the file? [Download File Template](#)

For instructions, please download the template file in Microsoft Excel format.
After filling out the batch update file, click [here](#) to upload it to Seller Portal.

6. Click the **DOWNLOAD FILE TEMPLATE** button

Download File Template
Upload File

Download and fill out this batch update file and upload it to batch ship your orders.

Template File Type: Microsoft Excel Format(*.xls)

Download template with your unshipped orders populated in the file?

 Download File Template

In rare cases, an order may appear in multiple files. It's the seller's responsibility to ensure that duplicate orders are not processed.

Time to generate populated file may vary. Check status and download completed file under **Download File Template Status and History**.

Batch Ship

Download File Template
Upload File

Download and fill out this batch update file and upload it to batch ship your orders.

Template File Type: Microsoft Excel Format(*.xls)

Download template with your unshipped orders populated in the file?

 Download File Template

For instructions, please download the template file in Microsoft Excel format. After filling out the batch update file, click [here](#) to upload it to Seller Portal.

Download File Template Status and History

Ref


File Template Name	Status	Requested Date	Requested User	Download Link
A006_BatchShipping_201166_19_00_14_129518857404843750.xls	✔ Update	06/06/2011	npaseller_h@hotmail.com	Download

8.3. Complete Batch Shipping File

1. Complete Required Order Shipping Details

a. Quantity Shipped

Number of units the item was shipped in this package

 An item that has been ordered with a multiple quantity must be shipped and processed entirely. Items may be shipped in multiple packages with different tracking #'s but the must be processed in the same file.


- b. Actual Shipping Carrier
- c. Actual Shipping Method
- d. Tracking Number

The tracking number of this package. The tracking number cannot reused from previous orders.

Columns hidden for viewability.

	A	Q	AD	AE	AF
1	Order Number	Item Seller Part #	Quantity Ordered	Quantity Shipped	Actual Shipping Carrier
2	88404022	A001	2		2 UPS
3	88404022	A006	2		2 UPS
4	88405662	A002	5	a	5 UPS b
5	88405902	A003	5		5 UPS
6	88406202	A004	5		5 UPS
7	88406842	A005	7		7 UPS
8	88411000	A007	10		10 UPS
9	88411100	A008	10		10 UPS
10	88411300	A009	5		5 UPS
11	88411682	A008	5		5 UPS
12					

Multi-Item Order

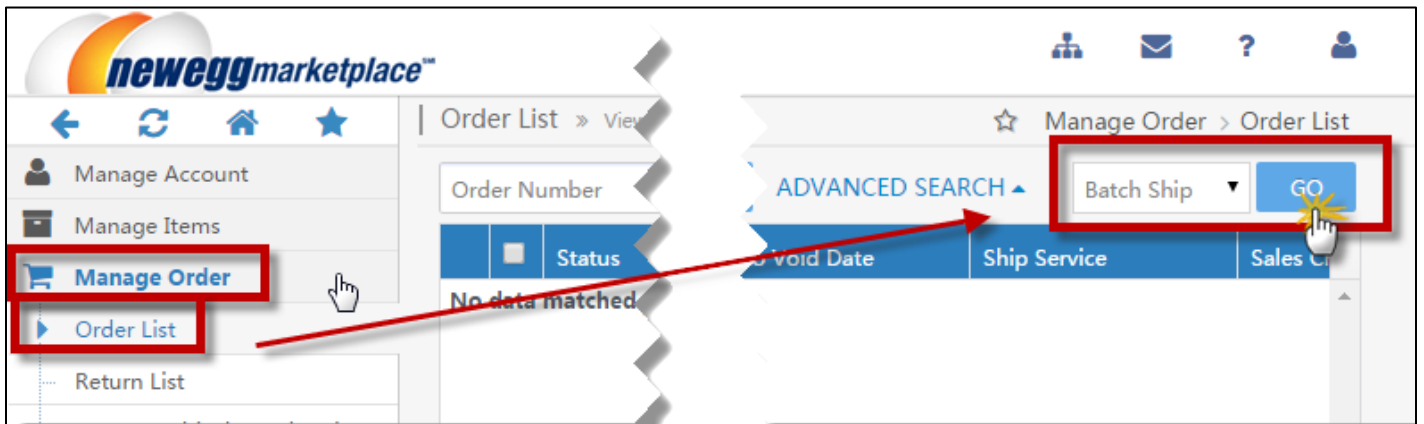
 Multi-item Orders will be provided on multiple rows with the same order number. If multiple items were shipped in the same package then they must be included in the same ship notice/batch ship file with the same tracking number.

AG	AH
Actual Shipping Method	Tracking Number
Ground	dadfra654daf54a5d46
Ground	dadfra654daf54a5d46
Ground c	am6t841g6s54a6s d 4f
Ground	am6t841g6s54a6s 4f
Ground	g6h549s8a69sdf6h51sg
Ground	dadfra654daf54a5d46
Ground	g6h4j69hd51j6d5s6dgh5
Ground	am6t841g6s54a6ssz6d54f
Ground	am6t841g6s54a6ssz6d54f
Ground	g6h549s8a69sdf6h51sg

2. Upload Batch Shipping File

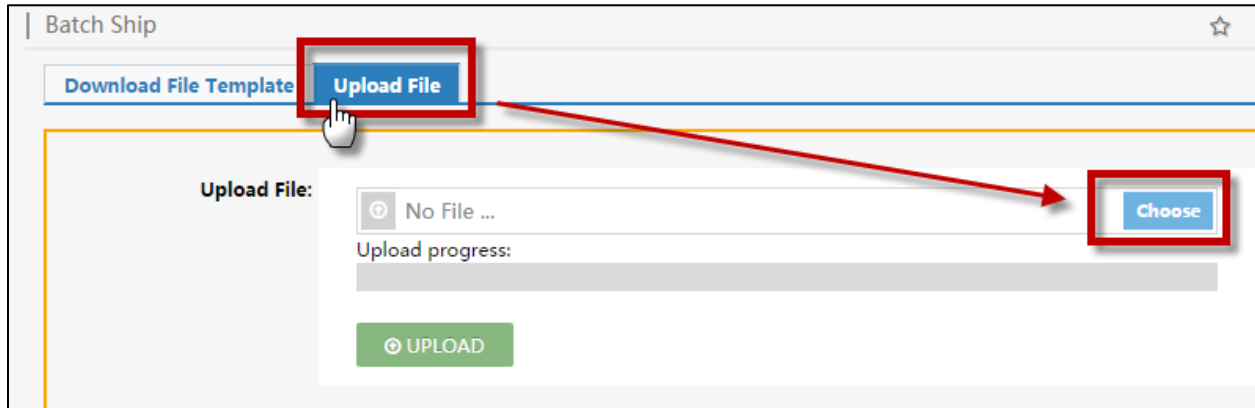
8.4.Upload Batch Shipping File

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Order**
 - b. Click **Order List**
3. Select “**Batch Ship**” from drop-down menu (default)
4. Click the **GO** button

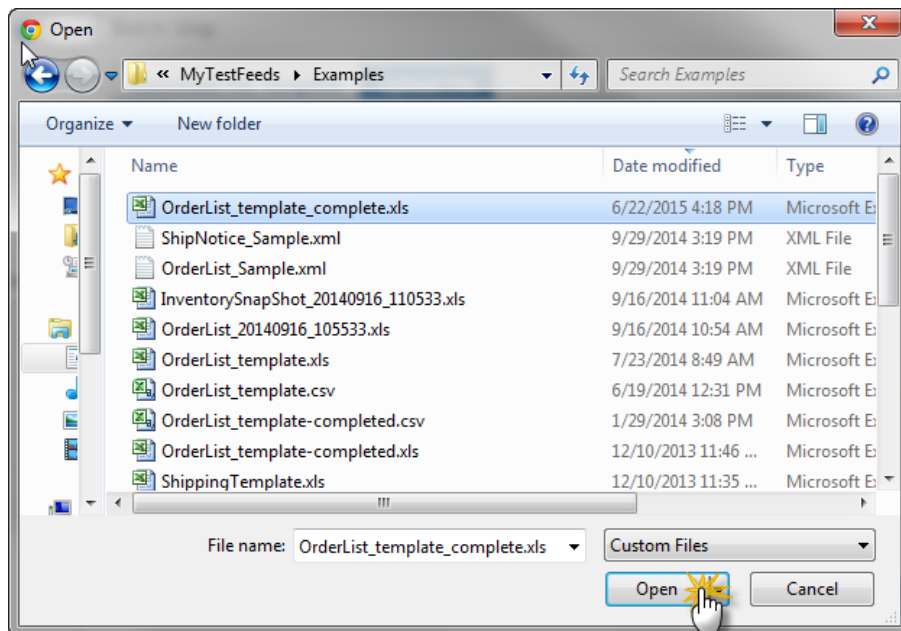


5. Click the **Upload File** tab
6. Click the **Choose** button

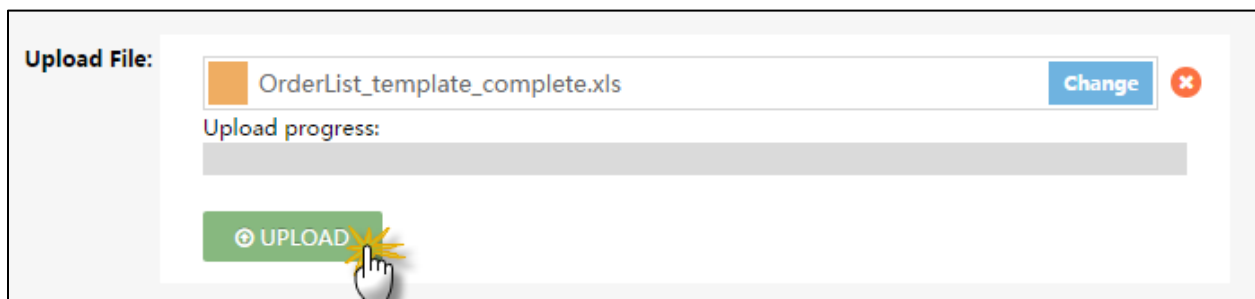
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7. From the **Open** pop-up window
 - a. Search for and select your data feed
 - b. Click the **Open** button

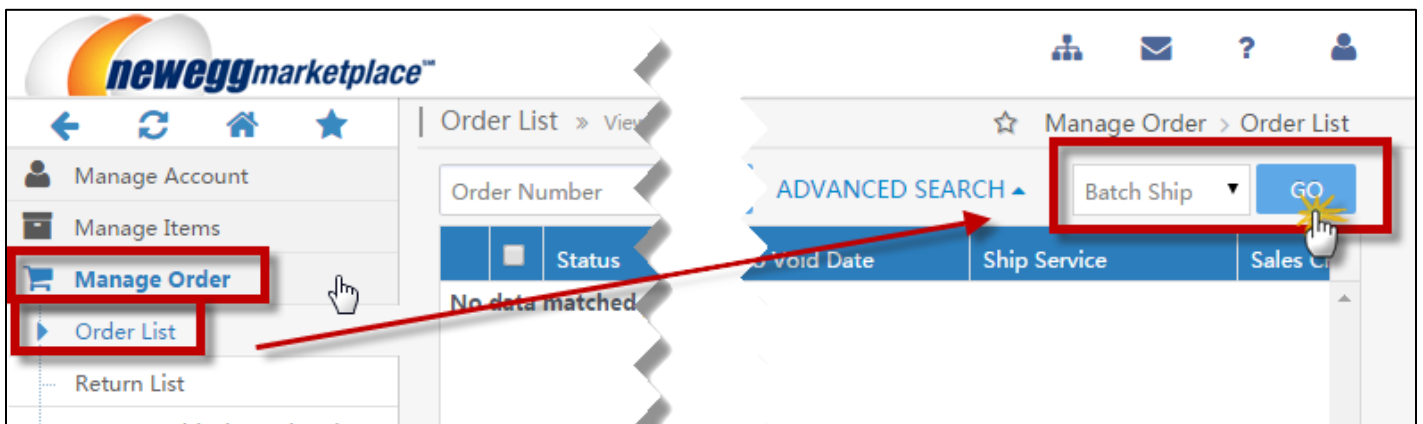


8. Click the **Upload** button

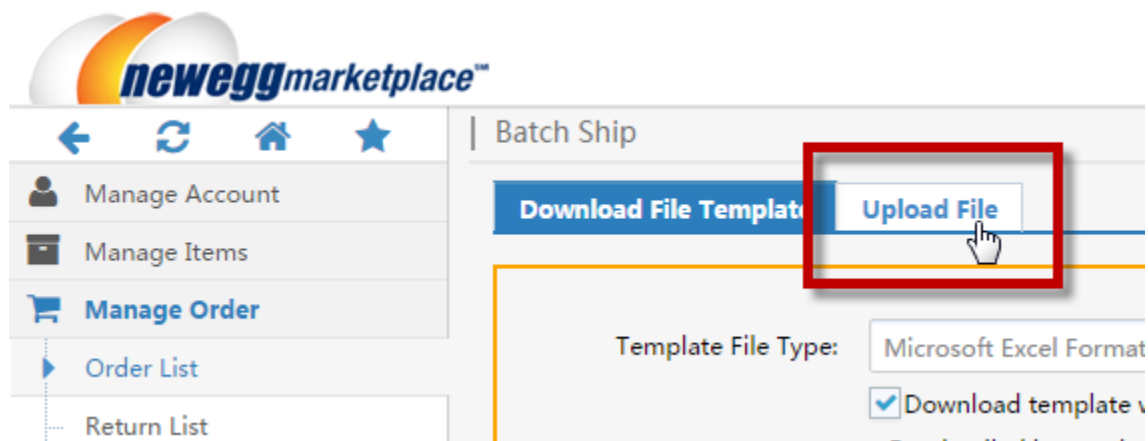


8.5.View Order Processing Errors

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Order**
 - b. Click **Order List**
3. Select "**Batch Ship**" from drop-down menu (default)
4. Click the **GO** button



5. Click the **Upload File** tab



6. Search for file under the **Uploaded File Status and History**



7. Click on the [>> View Details](#) link under the **Download Link** column



Completed Date	Description	Download Link
11/26/2012 10:15:14 (PST)	Total Records: 4, Successfully Uploaded Records: 2	>> View Details

8. Open Order Processing Result File

File will contain orders that received an error only with description of the error.

9. Integrate via FTP

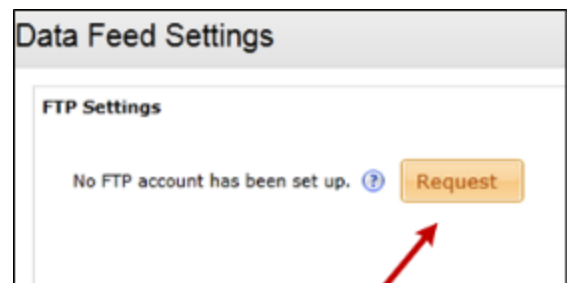
File Transfer Protocol (FTP) is a simple way for users to transfer files from one host to another host over the internet. Using FTP gives sellers an alternative method to sync their data feed operations with Newegg's system which includes downloading and processing orders.

9.1. Setup FTP Settings

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Account**
 - b. Click **Data Feed Settings**

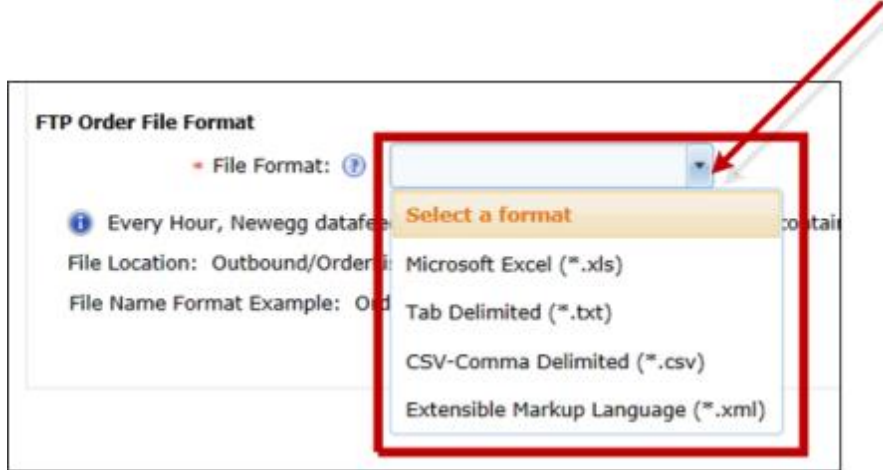



3. Click the **Request** button



4. Enter the desired password that will be associated with the FTP account
5. Re - enter Password for confirmation

6. Select the **FTP Order File Format**



 When an FTP account is setup, Newegg will automatically generate an order list file every hour that will include all orders placed within the previous hour.

7. Click the **Save** button

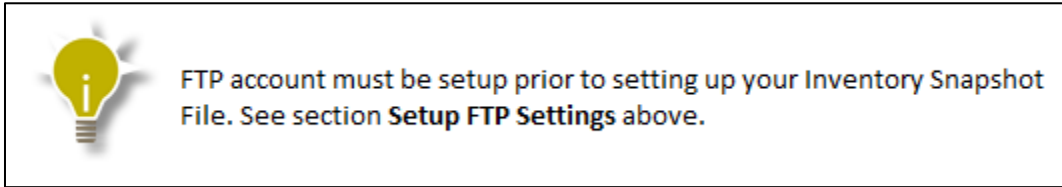


9.2. Inventory Snapshot File

Sellers may request to have inventory snapshots automatically generated to download from their FTP account. You can specify the file format, generation start time, and generation frequency. The inventory snapshot file will be available for sellers to download on the </Outbound/Inventory/> directory.

1. [Logon to Seller Portal](#)
2. From the Navigation panel
 - a. Click **Manage Account**
 - b. Click **Data Feed Settings**







- Under the **Inventory Snapshot File** section, click the **Request** button




- Select the desired **File Format** (xls, csv, txt, xml)
- Select the **File Generation Start Time**
- Select the **File Generation Frequency**
- Click the **Save** button

Inventory Snapshot File

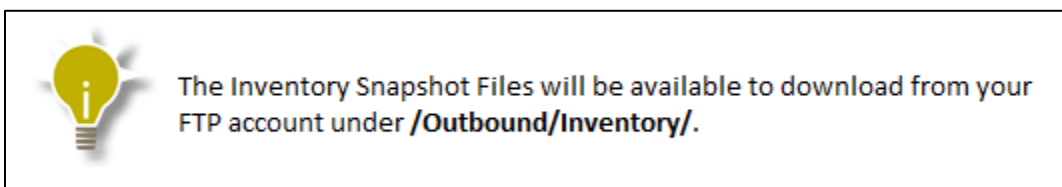
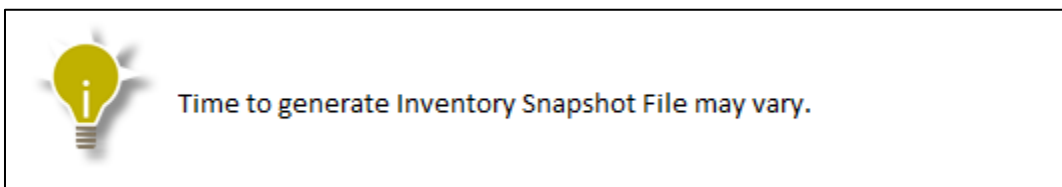
* File Format:  Select a format

* File Generation Start Time:  Select a time

* File Generation Frequency:  Select a frequency

File Location: Outbound/Inventory

File Name Format Example: InventorySnapshot_YYYYMMDD_HHMMSS.xls



9.3.FTP Directory Structure

/Inbond/CreateItem/

This directory is designated for all [Batch Item Update/Creation Templates](#) uploads.This includes:

- a. Batch Item Update/Creation Template, version 1.00/1.01
- b. Batch Item Creation Template for Existing Items , version 2.0
- c. Batch Item Update Template, version 3.0

/Inbound/Inventory/

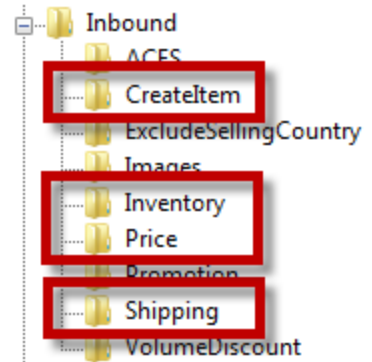
This directory is designated for [Batch Item Inventory Update Template](#) uploads only.


/Inbound/Price/


This directory is designated for [Batch Item Price Update Template](#) uploads only.

/Inbound/Shipping/

This directory is designated for [Batch Order Shipping Template](#) uploads only.



 FTP Inbound directories will be scanned every 5 to 10 minutes.

 All processing errors can be found in the respective **/Outbound/** directory. See below for more details.

Data Integration Guide

/Outbound/CreateItem/

This directory is where you can download all Processing Result Files for [Batch Item Update/Creation Template](#) uploads.

/Outbound/Inventory/

This directory is where you can download the following:

- a. [Inventory Snapshot File](#)
- b. The processing result files for [Batch Item Inventory Update Template](#) uploads.

/Outbound/OrderList/

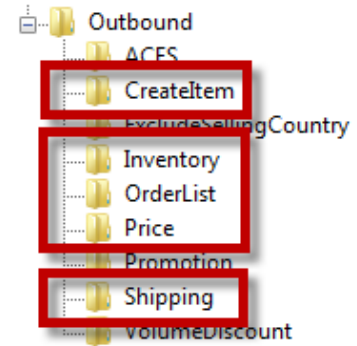
This directory is where you can download [Batch Order Shipping Template](#) files containing new orders received during the previous hour.

/Outbound/Price/

This directory is where you can download the processing result files for [Batch Item Price Update Template](#) uploads.

/Outbound/Shipping/

This directory is where you can download the processing result files for [Batch Order Shipping Template](#) uploads.



10. Appendix - Data Field Definitions

Seller Part #

Enter a unique identification number for each item. This value is assigned by the seller and must be unique for every item, including variations of the same product (for example, if item A comes in both red and blue, then red one must have a different Seller Part # than the blue one). This field is not editable after item creation. Max length: 40 characters.

Manufacturer

Enter the manufacturer name for the item. Manufacturer names need pre-approval before they can be used. You can check the list of acceptable manufacturers or request a new manufacturer to be added through the Manufacturer page in Seller Portal. Bulk request may be sent to mktp.content@newegg.com. This field is not editable after item creation.

Manufacturer Part#/ISBN

Enter the manufacturer's unique part number or ISBN. This number must be unique for every item with the same manufacturer name, including variations of the same product (for example, if item A comes in both red and blue, then the red one must have a different Manufacturer Part#/ISBN than the blue one). This field is not editable after item creation. Max length: 20 characters.

The Manufacturer Part#/ISBN is only required if the UPC is not provided. Both are recommended.

UPC

Enter the item's 12 digit numeric Universal Product Code (UPC) or the 13 digit European Article Number (EAN). This field is not editable after item creation.

The UPC is only required if the Manufacturer Part#/ISBN is not provided. Both are recommended.

Newegg Item #

The Newegg (NE) Item # is the unique identification number assigned to each item by Newegg. All Marketplace NE item #'s will begin with, **9SI+ SellerID+ 7-alphanumeric code** (i.e. **9SIA0VY0GP4666**).

*Action**

The Action field tells our system how you want the item processed. Below are the five different values that the Action field will accept.

a. Create Item

This action will create a new item listing not currently in your item list. If the item exists in your item list and this action is selected, no further action will be taken.

b. Update Item

* Data feed only

Data Integration Guide

This action will allow you to update your item's content including the detail property fields. This action will NOT update the item's pricing information, inventory, shipping, activation or images.

c. Update/Append Image

This action will allow you to update your existing item's image(s) or append new image(s). When this action is selected, the system will only process the information provided in the [Item Images](#) and [Activation Mark](#) fields. All other information, including Selling Price, will be ignored.

d. Replace Image

This action will allow you to replace and reorder all your previously uploaded images. Any images uploaded by Newegg or other marketplace sellers cannot be replaced. When this action is selected, the system will only process the Item Images field and Activation Mark; all other information will be ignored.

If item does not exist in our system and the action is left blank, then the action will automatically default to "Create Item". If the item does exist in our system and the action is left blank, then no action will be taken.

Inventory

This field is used to input the item's inventory or quantity that is in stock and available for sale.

Item Length

The dimensions must be entered for each individual unit in inches. The fields will accept a number with up to 6 digits to the left of the decimal point and 2 digits to the right of the decimal point. Do not use commas, units of measurement, or any other symbols.

Item Width

The dimensions must be entered for each individual unit in inches. The fields will accept a number with up to 6 digits to the left of the decimal point and 2 digits to the right of the decimal point. Do not use commas, units of measurement, or any other symbols.

Item Height

The dimensions must be entered for each individual unit in inches. The fields will accept a number with up to 6 digits to the left of the decimal point and 2 digits to the right of the decimal point. Do not use commas, units of measurement, or any other symbols.

Item Images

At least one image is required to activate the item. See [Content Policy](#) page for image requirements.

Item Weight(lb.)

Enter the shipping weight for an individual unit in pounds. Do not include commas, unit of measurements, or any other symbols.

Product Description

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Enter a detailed description to be featured on the product page's overview. This description should state the features and functions of the product. Items in the same product family should contain the same product description.

Maximum: 4,000 characters, including spaces. Accepts the following basic HTML tags only:

, , ,
, <p>, , <i>, <u>, , , <sub>, <sup>

HTML must be well-formatted. All open tags (i.e. <p>) must be closed (</p>) except for
.

The product description must adhere to our [Product Description Policy and Guidelines](#) and [Offensive Content Policy](#).

Selling Price

The selling price is the actual price at which the item is listed for sale. This field accepts a number from 0.01 to 99999.00 with a maximum of 2-digits to the right of the decimal point. Do not use commas, dollar signs, or any other symbols.

Shipping

Based on your shipping settings, the system will calculate your shipping charge for the item if this field is set to "Default". Or, you may set the shipping to "Free". Shipping settings may be managed via Seller Portal: *Manage Account>Shipping Settings*.

Website Short Title

Enter a short and easily identifiable title for the item. The Website Short Title is the title that will appear on the product page and search results. Maximum: 200 characters, including spaces. The title must adhere to our [Website Short Title Policy & Guidelines](#) and [Offensive Content Policy](#).

*Activation Mark**

The Activation Mark field allows the seller to control the item's activation. Setting the Activation Mark to "True" will activate the item to go online. Setting the field to "False" will deactivate the item to go offline (consumers will not be able to see any deactivated items on Newegg.com). If left blank, the default is "True".

Age 18+ Verification

Certain items have an age restriction on use. If the item you are creating has such a restriction, set this value to Yes. Otherwise, set it to No. The default is No.

CheckoutMAP

If Checkout MAP is marked as True (checked) and the Selling Price is below [MAP](#), then the website will ask customer to add item to shopping cart AND go to checkout page to see the item's price.

Choking Hazard

* Data Feed only

Data Integration Guide

Certain items contain or are a choking hazard for children. If the item you are creating is such a hazard, please specify the type of choking hazard here. For more information, please refer to [CPSIA](#) for details.

Please note: if the item is a small ball, it cannot contain a small ball. Acceptable values include the following.

- a. Small parts
- b. Is a small ball
- c. Contains a small ball
- d. Contains balloons
- e. Is a marble
- f. Contains a marble

*Currency**

The currency of the item's selling price and instant rebate. Currently, the only option available for this field is USD. If left blank, system will default currency to USD.

Item Condition

Set the item's condition to "New" or "Refurbished". The default is "New".

Item Package

Enter either "Retail" or "OEM". The default is "Retail".

MAP

Minimum advertised price.

If the Selling Price is below the defined MAP, the website will ask customer to add item to shopping cart to see the item's price. This field accepts a number from 0.00 to 99999.00 with a maximum of 2-digits to the right of the decimal point. Do not use commas, dollar signs, or any other symbols. Set field to 0 to remove.

Please note: When an item's MAP is set by Newegg, the system will force all items listed under the same item to follow Newegg's MAP.

MSRP

The manufacturer's suggested retail price (MSRP) or list price for the item. This field accepts a number from 0.00 to 99999.00 with a maximum of 2-digits to the right of the decimal point. Do not use commas, dollar signs, or any other symbols. Set field to 0 to remove.

Proposition 65 (California)

Certain items contain chemicals that are known to the State of California to cause cancer or reproductive toxicity. If the item you are creating contains such chemicals, set this value to Yes. Otherwise, set it to No. The default is No. For more information please go to: <http://www.oehha.ca.gov/prop65.html> for list of chemicals.

*Related Seller Part #**

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This field is used to group items that are similar but vary in size, color, etc. It's highly recommended and in some cases required that sellers group any related items together so that they can be listed under one product page/listing. See the section [Batch Group Related/Variant Items](#) for more information. This field is not editable after item creation.

Shipping Restrictions/Hazardous Materials

Certain items have shipping restrictions where the item cannot be shipped via air. If the item you are creating has such a restriction, set this value to Yes. Otherwise, set it to No. The default is No.

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 64, 65 |**N**

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 62 |**O**

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