



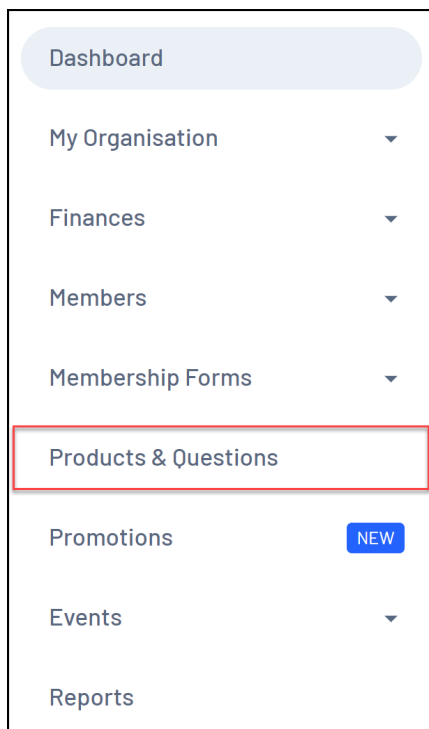
How do I create a Merchandise Product

Last Modified on 18/04/2024 1:57 pm AEST

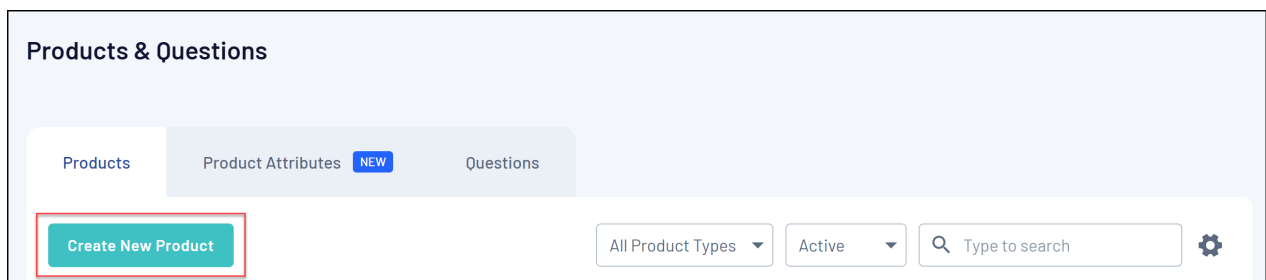
Add-on Products can be created and added to forms to collect fees for various different types of offerings, however the most common scenario in which an Add-on Product would be used is by creating a Physical Goods Add-on Product, which typically includes merchandise such as a T-Shirt or a Football.

To create a **Physical Goods Add-on Product**:

1. On the left-hand menu, click **PRODUCTS & QUESTIONS** option



2. Click the **CREATE NEW PRODUCT** button



Basic Settings

1. In the **PRODUCT TYPE** field, select **ADD ON**

Lets add the basic settings for a ne

Product Type *

- Please select
- Membership
- Event
- Add-on**

2. Select the **PHYSICAL GOODS** Product Sub Type

Product Sub Type *

- Please select
- Physical Goods**
- Non-Physical Goods
- Donations

Continue completing any applicable product details in the fields below:

- **Product Name:** The name of the product as displayed to the public on your registration forms
- **Description:** Provide an optional description of the Product to display on registration forms
- **Product SKU** (if applicable). This should be an alphanumeric field that can be used to track stock for your product
- **Product Image**
- **Price**
- **Payment Option**
 - **Payment Gateway Only:** Ensures that the Product can only be purchased through the online payment gateway on GameDay registration forms
 - **Payment Gateway or Manually set Product as Paid:** Allow the Product to be purchased through the online payment gateway or applied manually by an administrator directly through GameDay
- **Delivery Method**

Note: GameDay has no involvement in delivery of Physical Goods products. The Delivery Method field is to be used only for collection of data.

- **Available to Purchase Dates:** Apply a date range in which you want the Product to appear on registration forms
- **Quantity Limit:** A total stock limit for your product. Once this number has been reached, the product will automatically become unavailable

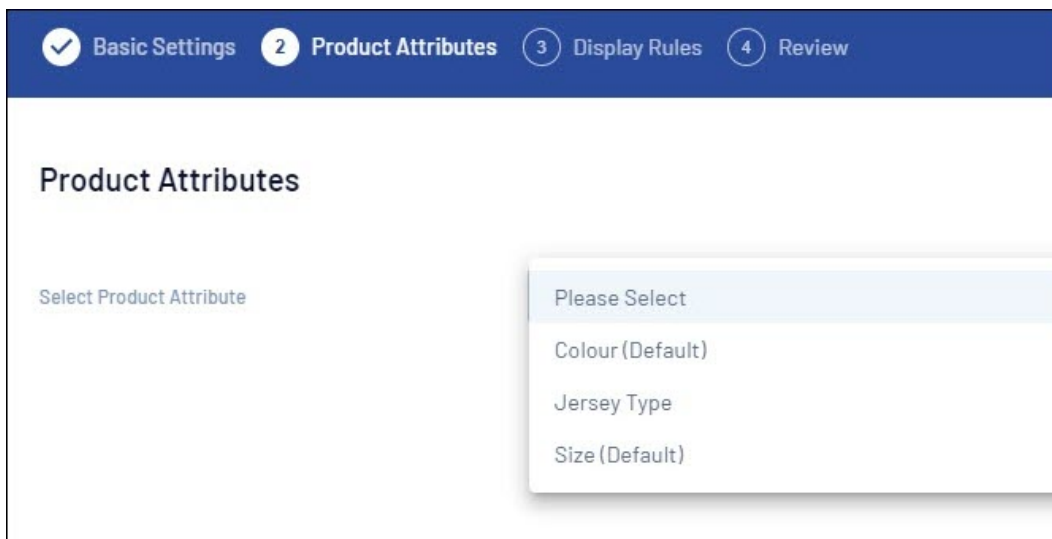
- **Status:** Set the product to Active or Inactive

Once you've completed the Basic Settings, click **CONTINUE**

Product Attributes

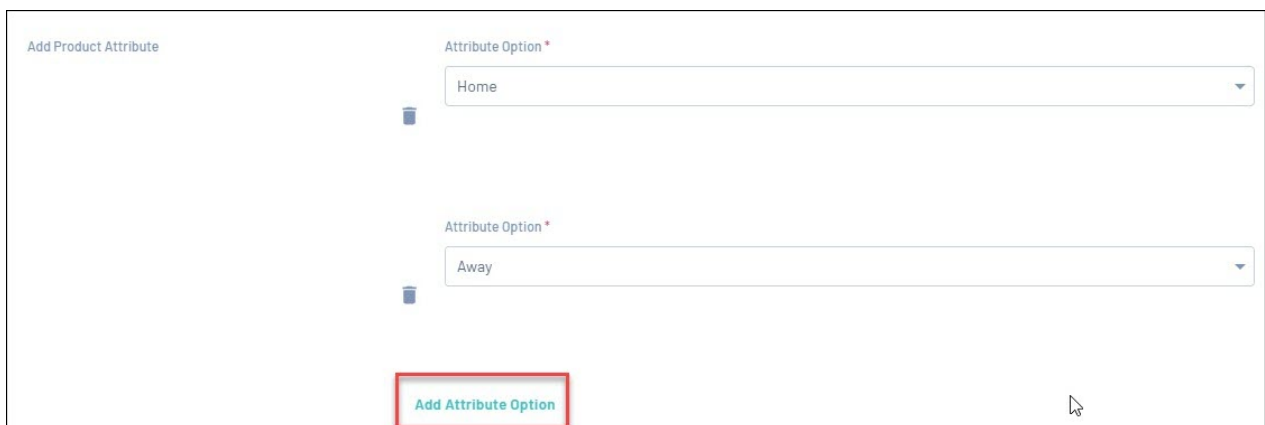
Next, you will need to create **Product Attributes**. Product Attributes are the selectable options available for the product, such as colour or size. [Click here](#) for more information on setting up Product Attributes.

1. Select an option in the **SELECT PRODUCT ATTRIBUTE** field



The screenshot shows a navigation bar at the top with four steps: 1. Basic Settings (checked), 2. Product Attributes (active), 3. Display Rules, and 4. Review. Below the navigation bar, the title 'Product Attributes' is displayed. Underneath, there is a text input field labeled 'Select Product Attribute'. A dropdown menu is open, showing four options: 'Please Select', 'Colour (Default)', 'Jersey Type', and 'Size (Default)'.

2. Click the **ADD ATTRIBUTE OPTION** button if more than one attribute is available for this product



The screenshot shows the 'Add Product Attribute' form. It has a title 'Add Product Attribute' on the left. On the right, there are two 'Attribute Option' dropdown menus. The first dropdown is labeled 'Home' and the second is labeled 'Away'. Below these dropdowns, there is a red-bordered button labeled 'Add Attribute Option'.

3. Enter a **QUANTITY LIMIT** for each attribute. This represents the maximum quantity you have available for each option (e.g 15 home jerseys, 10 away jerseys). If you have unlimited stock, tick the **No Limit** checkbox

Add Product Attribute

Attribute Option *

Home

Quantity Limit *

No Limit

Attribute Option *

Away

Quantity Limit *

15

No Limit

Add Attribute Option

Display Rules & Review

Display Rules allow you to configure your Product to only display on registration forms if a member meets a certain set of characteristics. The Display Rules that can be applied to products are:

Display Rules

Only show to member type(s)

Please select

☒ All Member Types

Only show to gender

All

Male

Female

- **Only show to Member Type(s):** Select one or more Member Types here to ensure the Product only appears on registration if the registrant has selected a particular Member Type on the front page of the registration form
- **Only show to Gender:** Select a Gender option to ensure the Product only shows to a specific Gender selected by the registrant on the front page of the registration form

Note: Gender display rules are based on the **Assigned Gender at Birth** field, not the Gender Identity field

Show this product to all ages?

Yes

No

Please select a minimum and/or maximum age for participants

Minimum age

15

Maximum age

18

(One of these can be left blank)

on

Season Start Date

2023

Conditional Product

To see this product, member will have at least one of the following products. You can add multiple to this list and indicate if prior payment is also required for each.

Make dependent on another product?

No

Yes

Cancel

Back

Continue

- **Show this Product to all ages?:** If No is selected here, you can apply an age range (as at a specific date) to ensure that the Product only displays to members of a certain age. This is automatically calculated based on the date of birth entered by each registrant on the front page of the registration form
- **Make dependent on another Product?:** If Yes is selected here, apply a Conditional Product to ensure that your new Product only displays if the member is purchasing - or has already purchased - the Conditional Product. Click [here](#) for more information on Conditional Products

Once you have applied your Display Rules, click **CONTINUE**.

On the following page, review the final details of your Product, then click **CONFIRM AND SAVE**

✓ Basic Settings

✓ Display Rules

✓ Review

×

Please review your products details

Product Details

Product Type	Membership
Product Name	2023 Membership Registration
Price	\$ 100.00 AUD Inc GST
Payment option is	Payment Gateway Only
Membership starts from	Season Start Date 2023
Membership ends from	Season End Date 2023
Grants member type	Player
Assign Seasons	2023
Available to purchase from	01/01/2023 (AEDT) - 30/09/2023 (AEST)
Status	Active

Cancel

Back

Confirm and Save

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