

Pixocial CMS User Guide

Preface

About Pixocial CMS

Full name: Content Management System

Add products from DAM on CMS according to your business requirements and manage the distribution of products. For detailed features, see: [CMS UserGuide](#)

CMS website: <https://admin.pixocial.com/duffle/cms/welcome>

CMS User Guide

Product Center

Product Distribution

Add Product

Add elements as products and configure their information before distributing them on apps.

1. Log in to CMS and select the app and platform on which you want to distribute the elements.
2. Add and edit products

Preview Product

3. Added products go into the pre-release environment by default. (If you need to set up environments, refer to **Setting up environments in batches**)

Note: Elements under the pre-release environment can only be viewed under the same environment in apps.

4. Enter the client ends (apps, websites and more) that integrate with CMS and switch to the pre-release environment to view the elements.

Release Product

5. Set up product environment as Release environment in CMS.
6. Confirm the state of release on the client end.

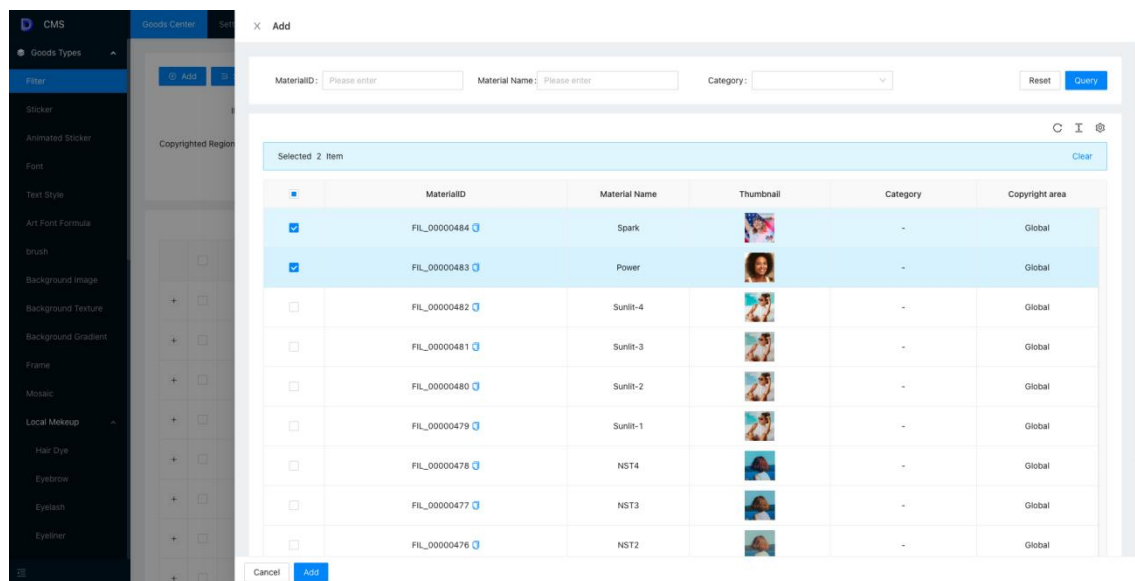
Note: You can also disable a product if you don't need to display it.

Manage Product

Add Product

Click Add on the product management page, check off the required elements, and then select Add.

- The elements displayed are those that have been **enabled** from **DAM**.
- Successfully added products are categorized under the **pre-release** state by default.
- You can choose one element **multiple** times.



Edit Product

Operation Steps

1. Click Edit in the menu bar to enter the editing page.

CMS

Goods Center

Setting

Creative APP

IOS

Liancheng Chen

Goods Types

Filter

Sticker

Animated Sticker

Font

Text Style

Art Font Formula

brush

Background Image

Background Texture

Background Gradient

Frame

Mosaic

Local Makeup

Hair Dye

Eyebrow

Eyelash

Eyeliner

ID Add

Sort

Set category

Set region

Set payment

Set status

Set environment

Set BG color

Delete

Tag

ID:

Related Asset ID:

Name:

Category:

Copyrighted Regions:

Payment:

Status:

Environment:

Reset

Query

	ID	Related Asset ID	Name	Thumbnail	Category	Copyrighted Regions	Final Delivery Regions	Payment	Status	Operate
+	CA_FIL_00000244	FL_00000210	OM-2		Popu...	Global	Global	Free	Enable	Edit Delete Tag
+	CA_FIL_00000243	FL_00000198	Taurus		Popu...	Global	Global	Free	Enable	Edit Delete Tag
+	CA_FIL_00000242	FL_00000196	SPL-3		Popu...	Global	Global	Free	Enable	Edit Delete Tag
+	CA_FIL_00000241	FL_00000195	FJ-2		Popu...	Global	Global	Free	Enable	Edit Delete Tag
+	CA_FIL_00000240	FL_00000194	FJ-1		Popu...	Global	Global	Free	Enable	Edit Delete Tag
+	CA_FIL_00000239	FL_00000168	Iceland		Popu...	Global	Global	Free	Enable	Edit Delete Tag
+	CA_FIL_00000238	FL_00000167	NYC		Popu...	Global	Global	Free	Enable	Edit Delete Tag
+	CA_FIL_00000237	FL_00000163	Clean		Popu...	Global	Global	Free	Enable	Edit Delete Tag

2. Click Update in the bottom right corner to finish editing.

CMS

Goods Center

Setting

Creative APP

IOS

Liancheng Chen

Goods Types

Filter

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Text Style

Art Font Formula

brush

Background Image

Background Texture

Background Gradient

Frame

Mosaic

Local Makeup

Hair Dye

Eyebrow

Eyelash

Eyeliner

Basic Information

Creator

Liancheng Chen

Editor

Liancheng Chen

Created At

2022-06-09 16:53:41

Updated at

2022-06-09 16:53:41

Params Configuration

ID

CA_FIL_00000244

Old ID

Related Asset ID

FL_00000210

Name

英文

+

OM-2

Thumbnail

Common

+

A .jpg, .png, .img, .gif, .webp, .bmp file of and less than 10.0MB

Application Examples

+

Upload

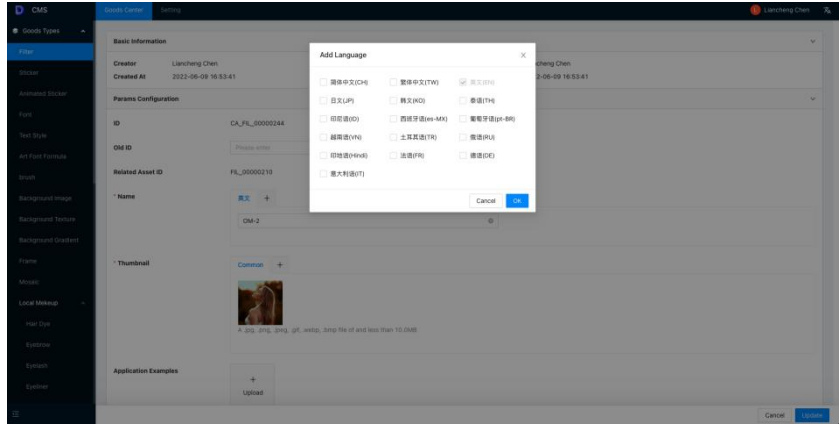
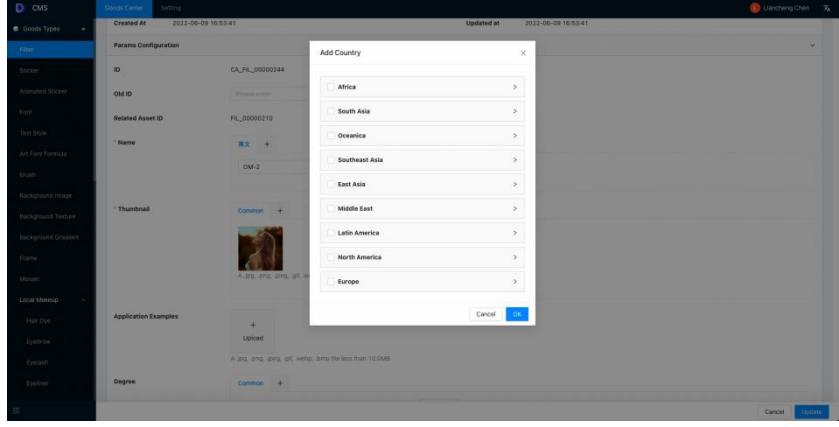
Cancel

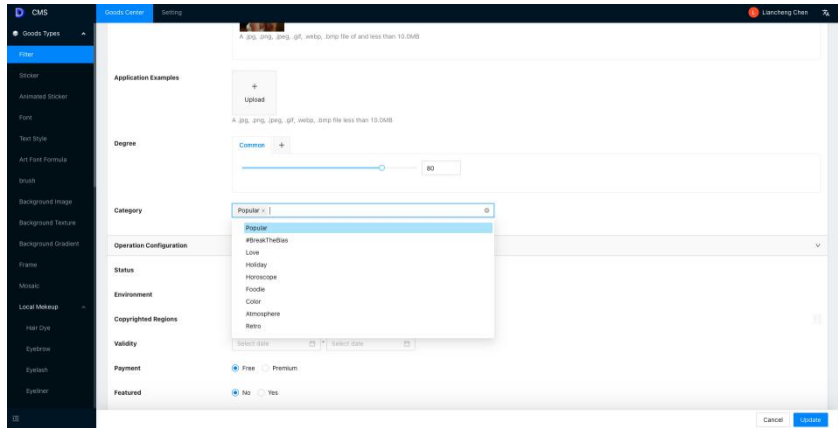
Update

Field Description

Product Configuration

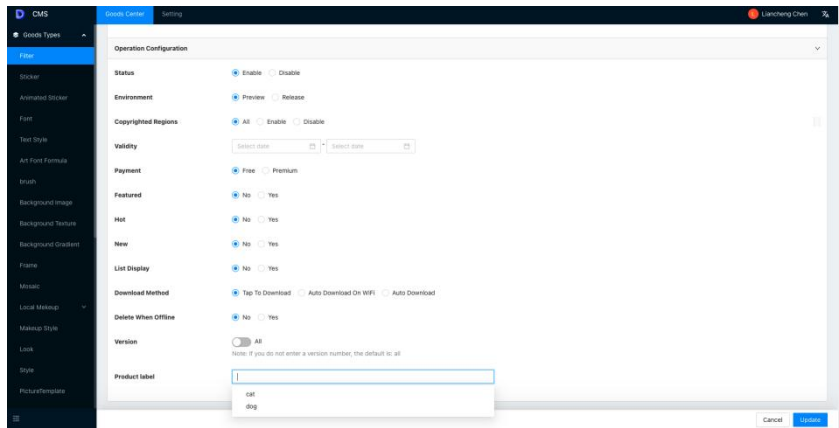
Field name	Description
Product ID	<ul style="list-style-type: none"> An ID is assigned by the system after an element has been uploaded. The larger the ID number, the more recent the creation time.

Associated element ID	Products on the CMS are added with operational information based on DAM elements, and the elements on the DAM can be found through the products on the CMS.
Product Name	<p>The default language is English. Click "+" to add multiple languages.</p> 
Thumbnail	<p>Display products in thumbnail on client ends.</p> <ul style="list-style-type: none"> • Apply to all regions by default. Click "+" to add configurations by region. • The default setting applies to all regions unless otherwise configured. 
Product aspect ratio	Products on the client end will be displayed based on the aspect ratio.
Background color of thumbnail	The background color of the thumbnail displayed on the client end.
UI color value	Apply to UI coloring on the client end.
Associated Thumbnail	<p>The thumbnail of sub-effects.</p> <ul style="list-style-type: none"> • Upload the product thumbnail of the corresponding key. Product not associated.

Application Examples	Showcasing application scenarios of products.
GIF	Preview products.
Video	For previewing products on the client end.
Cover Video	For displaying effects in the top section on the client end.
Degree	<p>Default percentage</p> <p>Apply to all regions by default. Click "+" to make configuration be by region.</p> <ul style="list-style-type: none"> The default setting applies to all regions unless otherwise configured.
Associated Shades	<p>Associate multiple shades with one product (products involved: eyebrows and eyelashes).</p> <ul style="list-style-type: none"> See details in: Add shades to a product
Product category	<p>For categorizing products</p> <ul style="list-style-type: none"> Multiple options (only the last-tier category can be selected) 

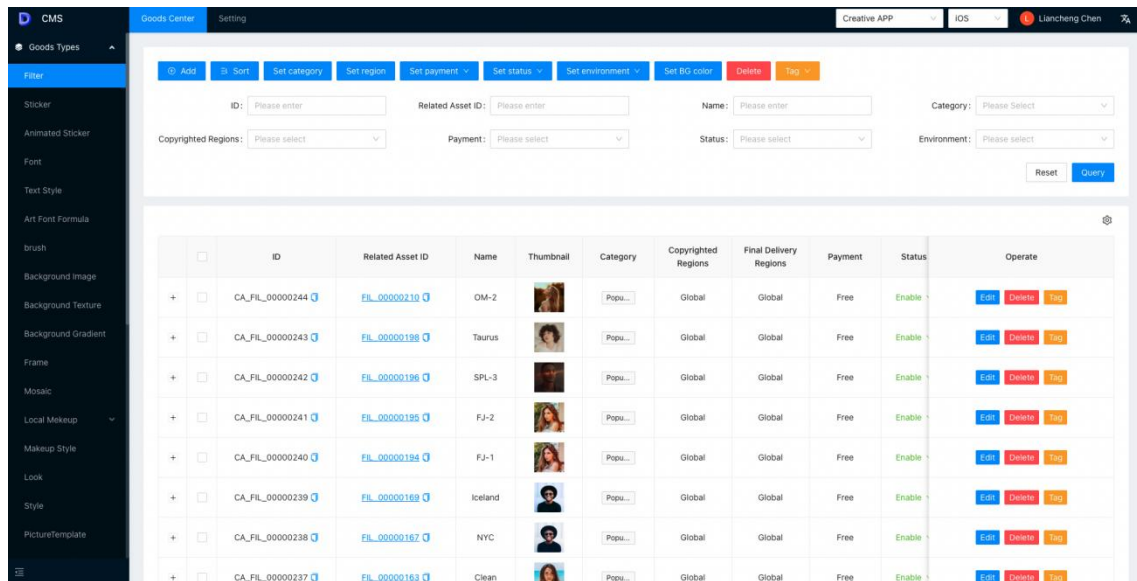
Operational Information

Field name	Description
Product status	<p>Enable/Disable</p> <ul style="list-style-type: none"> If disabled, it will not be distributed to the app
Environment	Used to test before official release

Available regions	Used to limit the regions where content can be distributed
Validity period	Time that content goes into effect
Payment type	Used to mark whether the content requires payment. Support operational sorting
Featured list	Used to mark the content on the app Support operational sorting
HOT	Used to mark the content on the app Support operational sorting
NEW	Used to mark the content on the app If "Yes" is selected, then the time is the expiration date.
Display	Whether it needs to be displayed in the specified interface of the app
Download method	Method of downloading the content in the app
Delete once removed	Whether to delete the content on the app when the CMS is no longer distributing content
Release	Used to control the version of the content distributed on the app
Product label	<p>Used to mark content, manage information, and search</p> <ul style="list-style-type: none"> Drop down to check multiple labels (primary and secondary labels can be selected at the same time) 

Product Sorting

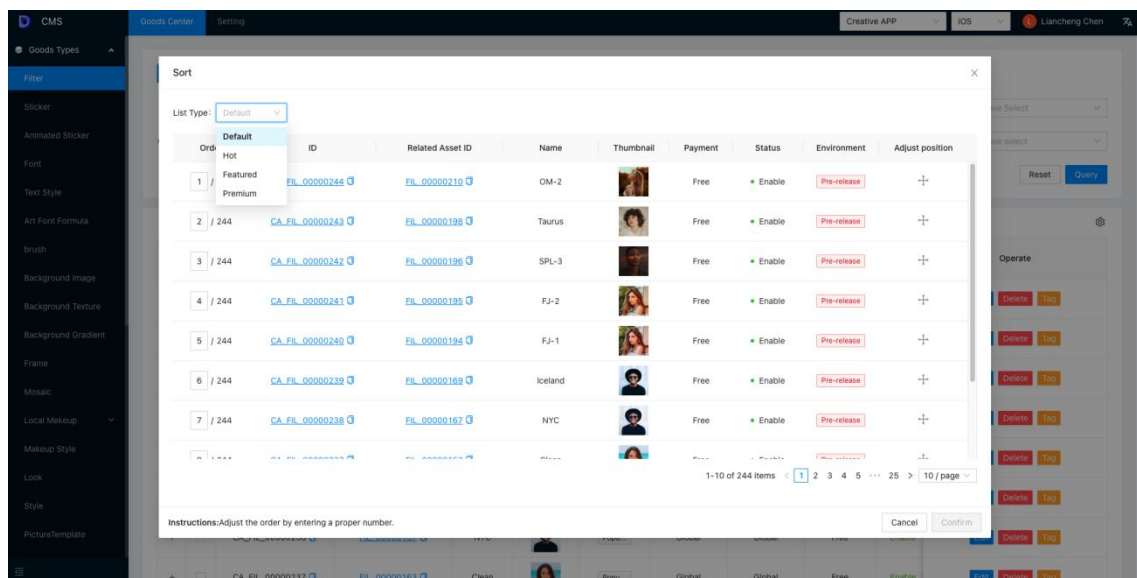
1. Click sort



2. Click List Type, and there will be four types that can be selected (the sorted items should be **the same type**)

- Default: Sort all products, and the display order will be the order listed on the product management page.
- Hot: Sort all products with the HOT label
- Featured: Sort all products with the Featured label
- Premium: Sort all products with the Premium label

The information above is all operational information. You can arrange products in lists by editing the corresponding fields of the products. **Newly added** products will be **listed first** in order by default.



3. After products have been sorted, click Confirm. (see [How to sort products](#))

Shortcuts

Edit associated elements/products

Click on the element/product links to go to the editing page.

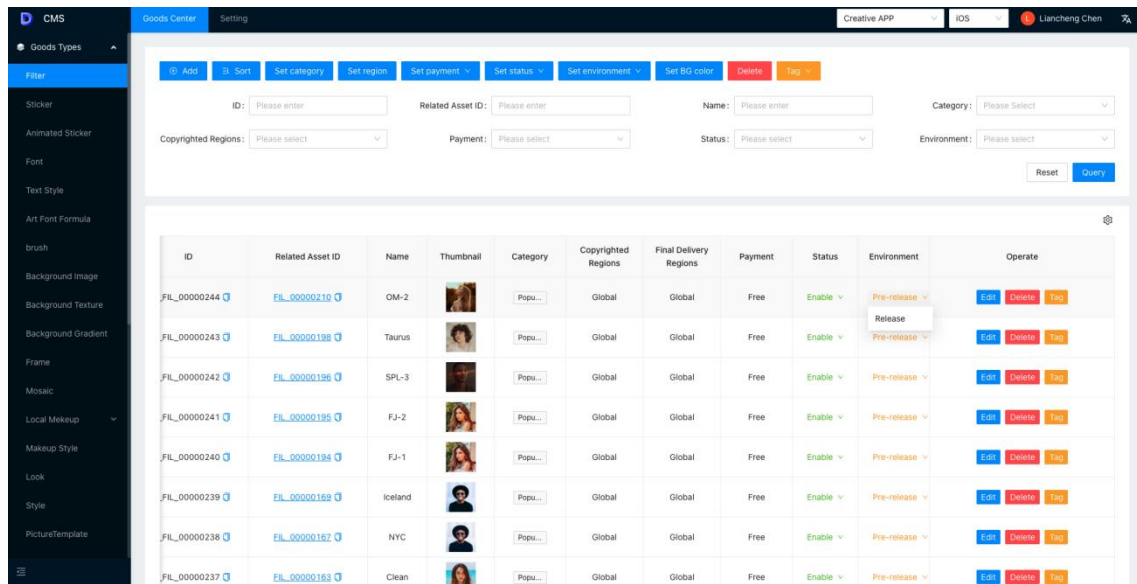
- Common scenarios: View/edit associated elements of a product, and quickly edit subordinate products under that category

ID	Related Asset ID	Name	Thumbnail	Category	Copyrighted Regions	Final Delivery Regions	Payment	Status	Operate
CA_FIL_00000244	FIL_00000210	OM-2	[Thumbnail]	Popu...	Global	Global	Free	Enable	[Edit] [Delete] [Tag]
CA_FIL_00000243	FIL_00000198	Taurus	[Thumbnail]	Popu...	Global	Global	Free	Enable	[Edit] [Delete] [Tag]
CA_FIL_00000242	FIL_00000196	SPL-3	[Thumbnail]	Popu...	Global	Global	Free	Enable	[Edit] [Delete] [Tag]
CA_FIL_00000241	FIL_00000195	FJ-2	[Thumbnail]	Popu...	Global	Global	Free	Enable	[Edit] [Delete] [Tag]
CA_FIL_00000240	FIL_00000194	FJ-1	[Thumbnail]	Popu...	Global	Global	Free	Enable	[Edit] [Delete] [Tag]
CA_FIL_00000239	FIL_00000169	Iceland	[Thumbnail]	Popu...	Global	Global	Free	Enable	[Edit] [Delete] [Tag]
CA_FIL_00000238	FIL_00000167	NYC	[Thumbnail]	Popu...	Global	Global	Free	Enable	[Edit] [Delete] [Tag]
CA_FIL_00000237	FIL_00000163	Clean	[Thumbnail]	Popu...	Global	Global	Free	Enable	[Edit] [Delete] [Tag]

Set up product status and environment

Click to switch status and environment as shown in the following image.

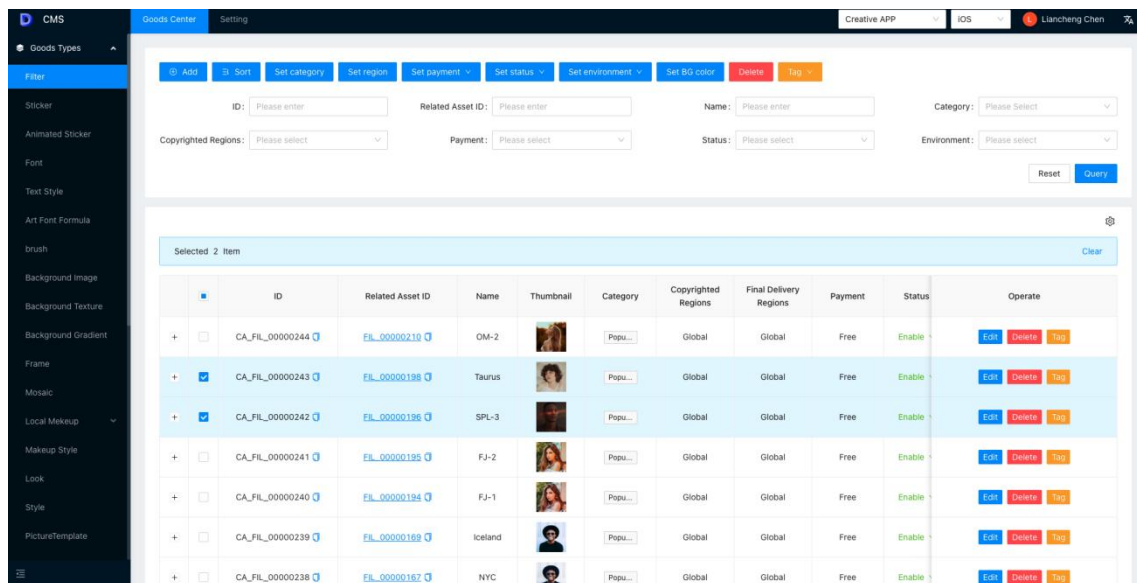
ID	Related Asset ID	Name	Thumbnail	Category	Copyrighted Regions	Final Delivery Regions	Payment	Status	Environment	Operate
FIL_00000244	FIL_00000210	OM-2	[Thumbnail]	Popu...	Global	Global	Free	Enable	Pre-release	[Edit] [Delete] [Tag]
FIL_00000243	FIL_00000198	Taurus	[Thumbnail]	Popu...	Global	Global	Free	Enable	Pre-release	[Edit] [Delete] [Tag]
FIL_00000242	FIL_00000196	SPL-3	[Thumbnail]	Popu...	Global	Global	Free	Enable	Pre-release	[Edit] [Delete] [Tag]
FIL_00000241	FIL_00000195	FJ-2	[Thumbnail]	Popu...	Global	Global	Free	Enable	Pre-release	[Edit] [Delete] [Tag]
FIL_00000240	FIL_00000194	FJ-1	[Thumbnail]	Popu...	Global	Global	Free	Enable	Pre-release	[Edit] [Delete] [Tag]
FIL_00000239	FIL_00000169	Iceland	[Thumbnail]	Popu...	Global	Global	Free	Enable	Pre-release	[Edit] [Delete] [Tag]
FIL_00000238	FIL_00000167	NYC	[Thumbnail]	Popu...	Global	Global	Free	Enable	Pre-release	[Edit] [Delete] [Tag]
FIL_00000237	FIL_00000163	Clean	[Thumbnail]	Popu...	Global	Global	Free	Enable	Pre-release	[Edit] [Delete] [Tag]



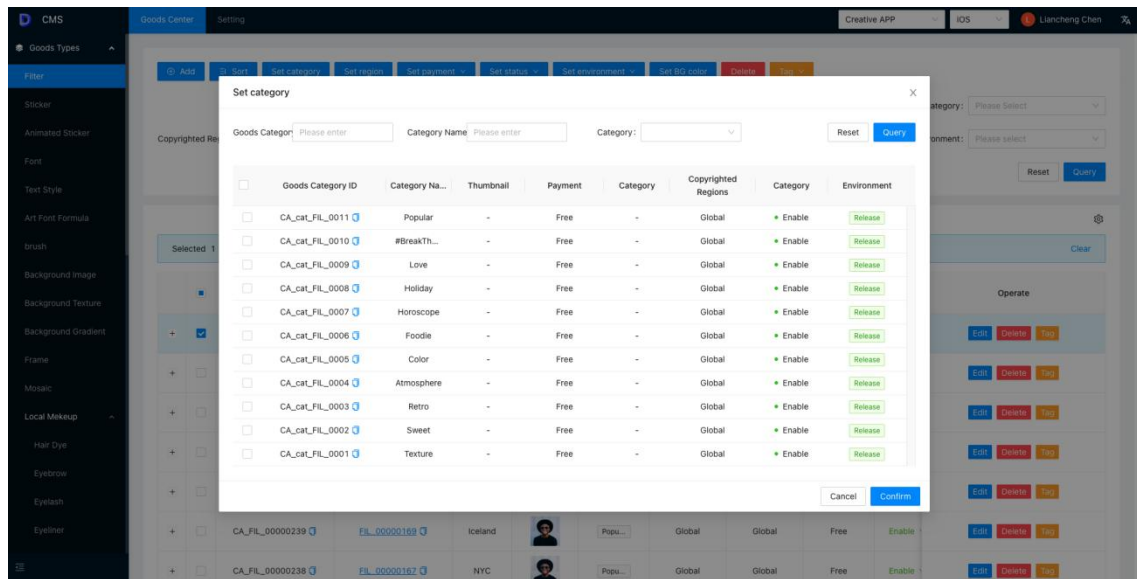
Batch settings

Set up product categories in batches

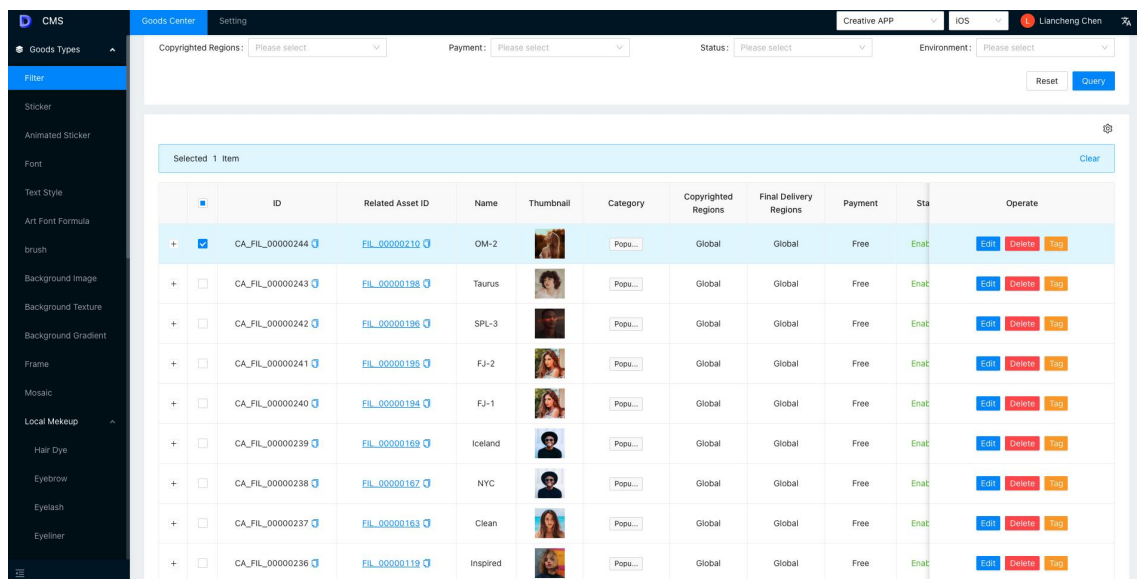
1. Select multiple products and click "Set up product categories in batches".



2. Select a category and click Confirm.

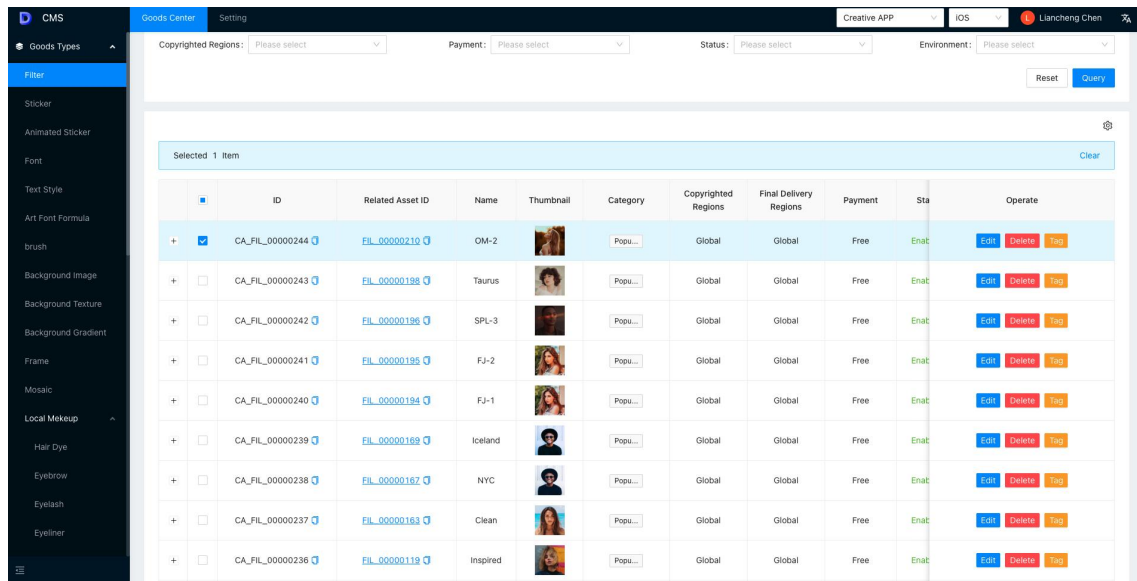


3. A "Product category information updated" notification will appear after setup.

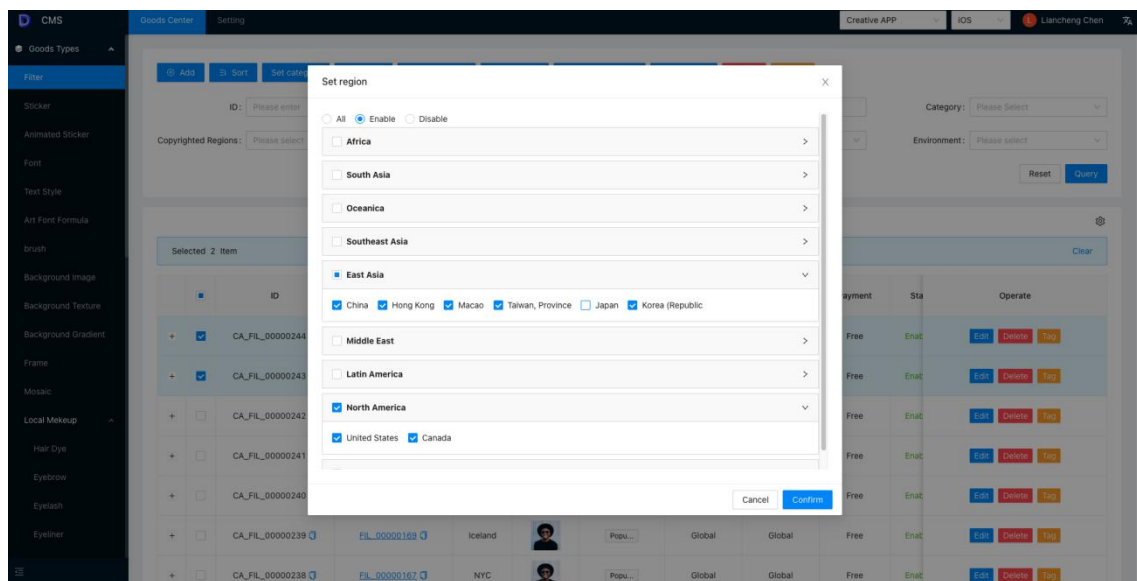


Set up launch area in batches

1. Select multiple products and click "Set up launch area in batches".

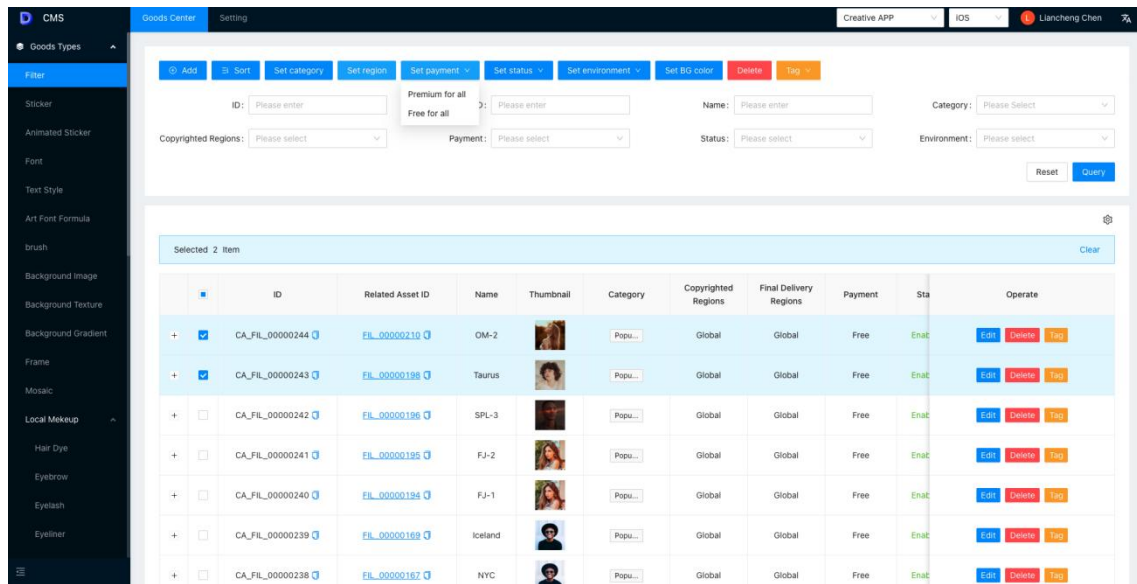


2. Choose the status (Enable/Disable), launch areas by checking them off, and then click Confirm to finish.



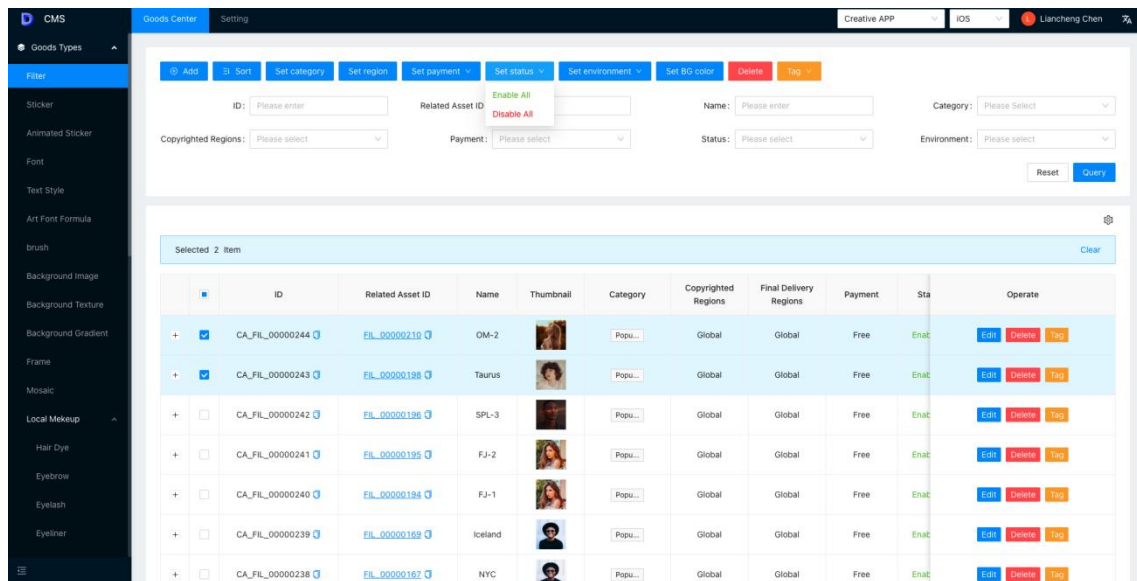
Set up payment type in batches

1. Select multiple products and click "Set up payment type in batches" to set them as either premium or free products.



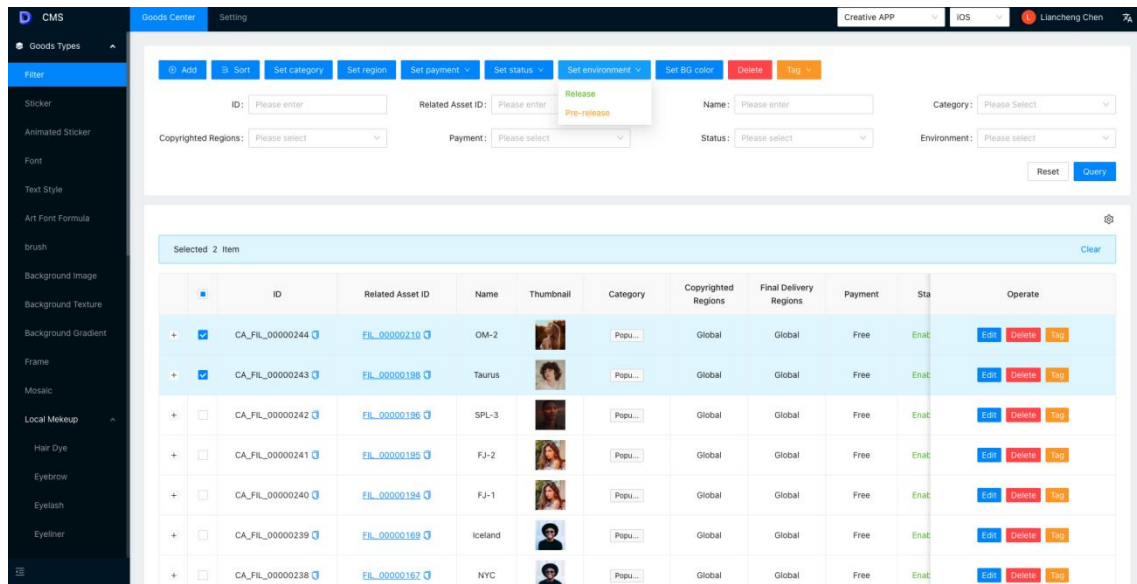
Set up status in batches

1. Select multiple products and click "Set up status in batches" to enable or disable them in batches.



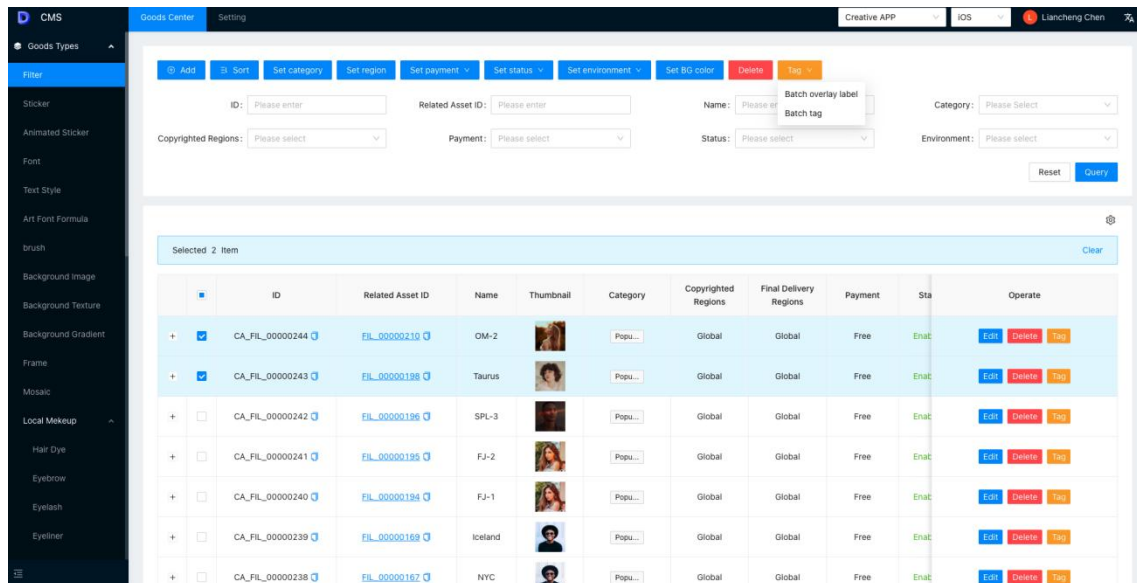
Set up environment in batches

1. Select multiple products and click "Set up environment in batches" to release or pre-release them in batches.



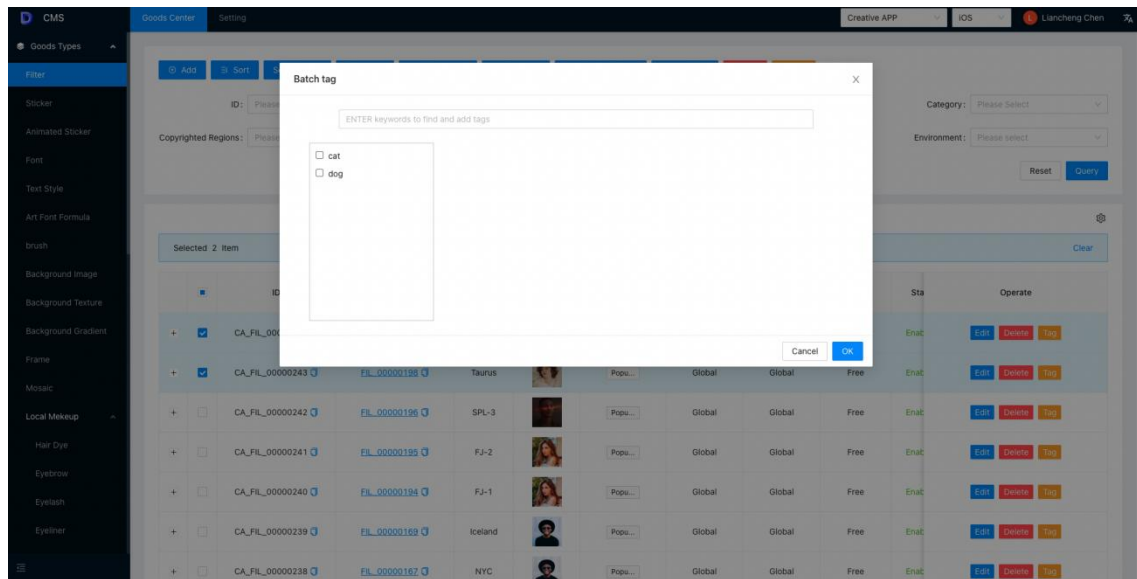
Label products in batches

1. Select multiple products and click "Label products in batches".



2. Select to replace or add labels from the drop-down list.

- If you choose to replace labels, the selected labels will replace the existing labels.

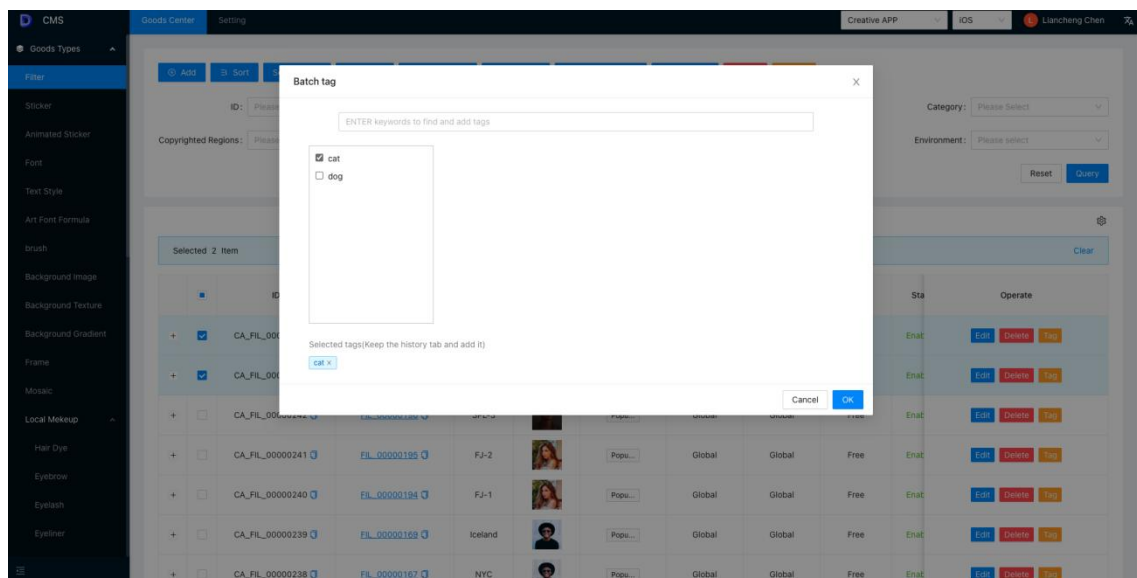


- If you choose to add labels, the selected labels will be added to the corresponding groups.

Labelling

Select a product and click Labelling. Check off the labels you want and click Confirm to finish.

Note: Once confirmed, the selected label is the final label.

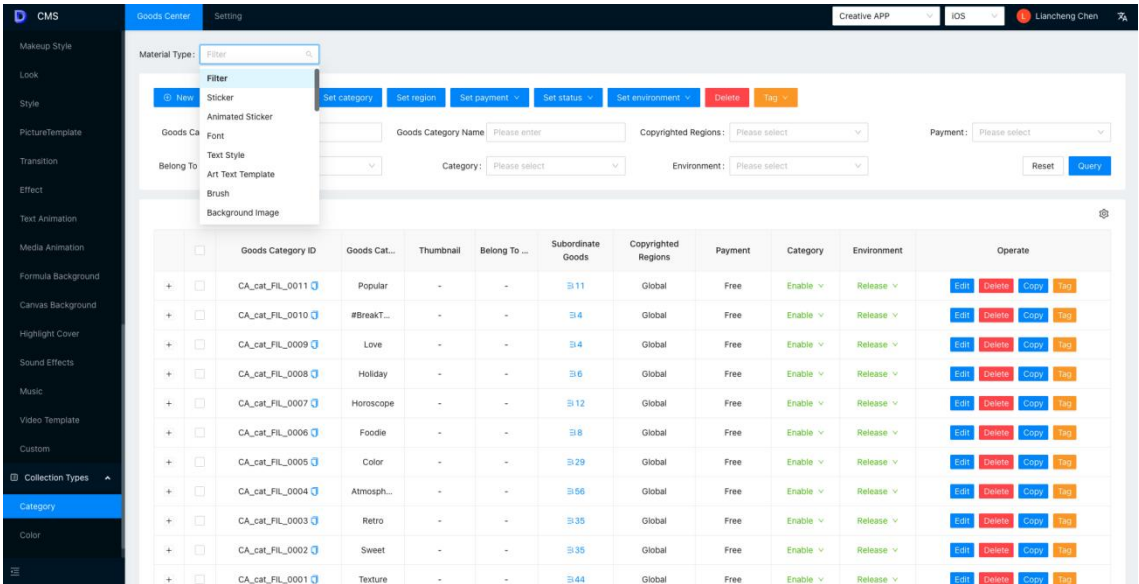


Attribute Management

Category Management

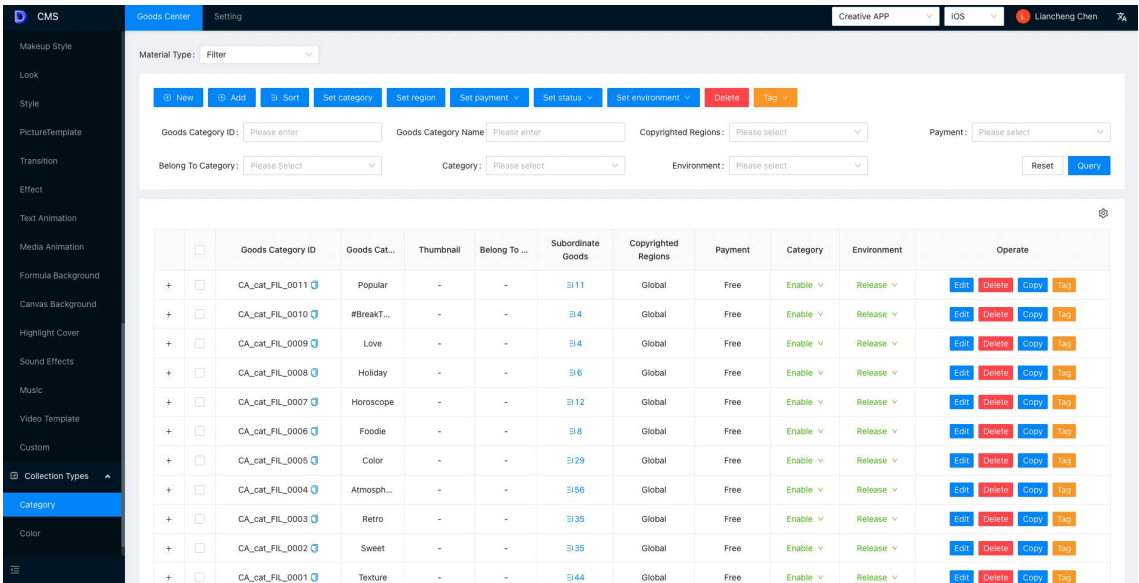
Category

- You can switch categories by clicking Element Categories, or
- Search by entering the key word.



New Category

1. Click Create to create a new category for the current element.



2. After you have filled in the information for the new category, click Create to finish creating it.

The screenshot shows the 'CMS' interface with the 'Goods Center' tab selected. The 'Setting' sub-tab is active, displaying a form for creating a new category. The form is divided into two main sections: 'Basic Information' and 'Params Configuration'. The 'Basic Information' section includes fields for 'Creator' (Liancheng Chen), 'Created At' (2022-06-24 17:37:28), 'Editor' (Liancheng Chen), and 'Updated At' (2022-06-24 17:37:28). The 'Params Configuration' section includes a 'Old ID' field, a 'Goods Category Name' field with a '+ ' icon, a 'Thumbnail' field with an 'Upload' button, a 'Cover' field with an 'Upload' button, and an 'Application Examples' field with an 'Upload' button. All upload buttons are accompanied by the text 'A .jpg, .png, .jpeg, .gif, .webp, .bmp file less than 10.0MB'. At the bottom right, there are 'Cancel' and 'Create' buttons.

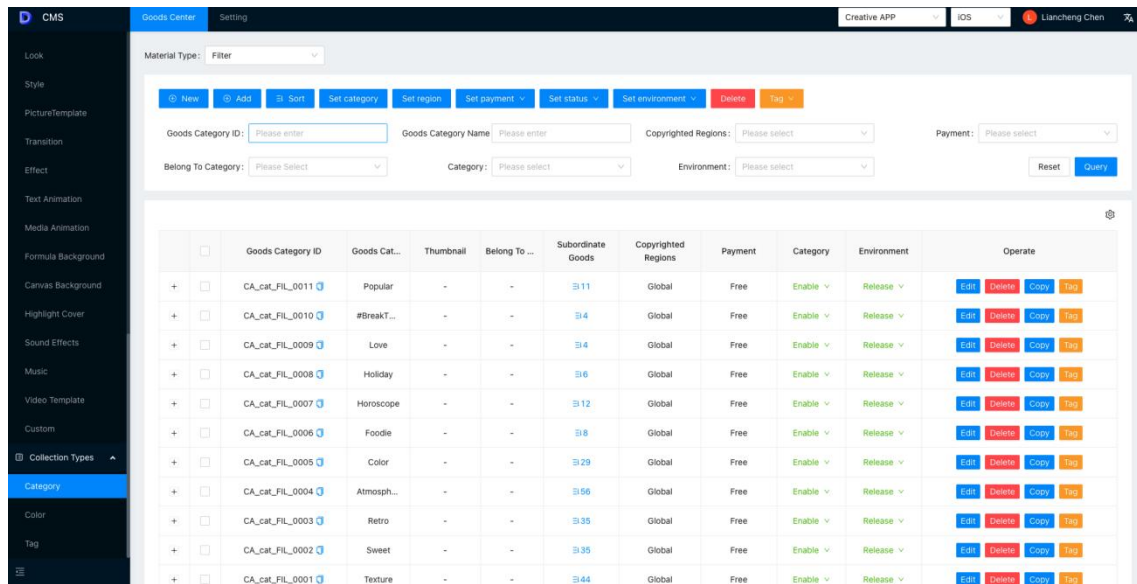
3. If you need to set up category information for a sub-product, click "Set up product categories in batches" in the product management page.

The screenshot shows the 'CMS' interface with the 'Goods Center' tab selected. The 'Setting' sub-tab is active, displaying a table of existing categories. The table has columns for 'Goods Category ID', 'Goods Cat...', 'Thumbnail', 'Belong To ..', 'Subordinate Goods', 'Copyrighted Regions', 'Payment', 'Category', 'Environment', and 'Operate'. The 'Operate' column contains buttons for 'Edit', 'Delete', 'Copy', and 'Tag'. The table lists 12 categories, each with a unique ID and a corresponding thumbnail.

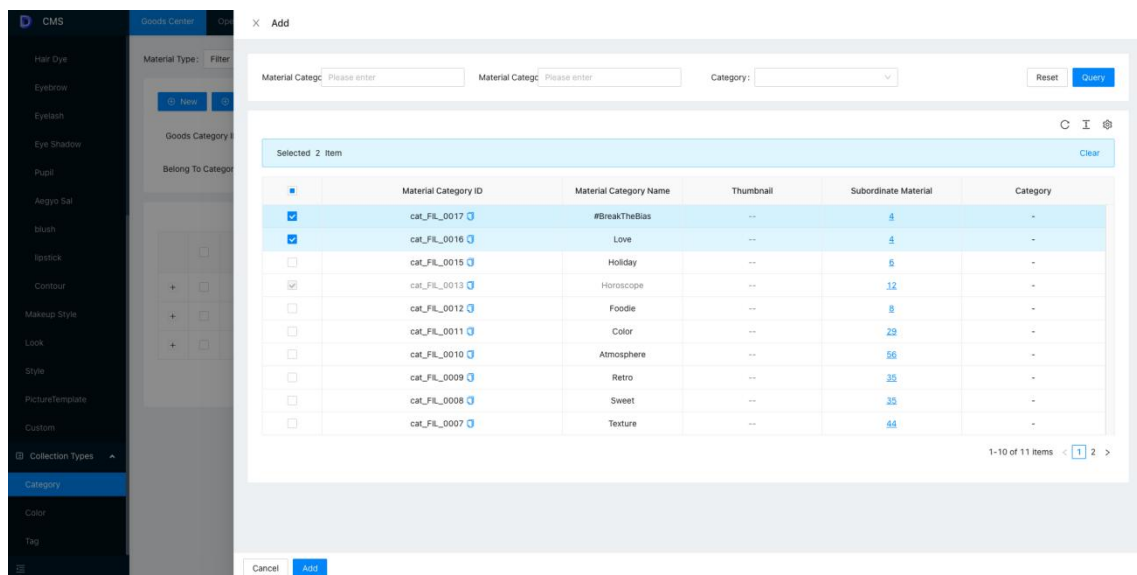
		Goods Category ID	Goods Cat...	Thumbnail	Belong To ..	Subordinate Goods	Copyrighted Regions	Payment	Category	Environment	Operate
+	<input type="checkbox"/>	CA_cat_FIL_0011	Popular	-	-	111	Global	Free	Enable	Release	Edit Delete Copy Tag
+	<input type="checkbox"/>	CA_cat_FIL_0010	#BreakT...	-	-	14	Global	Free	Enable	Release	Edit Delete Copy Tag
+	<input type="checkbox"/>	CA_cat_FIL_0009	Love	-	-	14	Global	Free	Enable	Release	Edit Delete Copy Tag
+	<input type="checkbox"/>	CA_cat_FIL_0008	Holiday	-	-	16	Global	Free	Enable	Release	Edit Delete Copy Tag
+	<input type="checkbox"/>	CA_cat_FIL_0007	Horoscope	-	-	12	Global	Free	Enable	Release	Edit Delete Copy Tag
+	<input type="checkbox"/>	CA_cat_FIL_0006	Foodie	-	-	8	Global	Free	Enable	Release	Edit Delete Copy Tag
+	<input type="checkbox"/>	CA_cat_FIL_0005	Color	-	-	29	Global	Free	Enable	Release	Edit Delete Copy Tag
+	<input type="checkbox"/>	CA_cat_FIL_0004	Atmosph...	-	-	56	Global	Free	Enable	Release	Edit Delete Copy Tag
+	<input type="checkbox"/>	CA_cat_FIL_0003	Retro	-	-	35	Global	Free	Enable	Release	Edit Delete Copy Tag
+	<input type="checkbox"/>	CA_cat_FIL_0002	Sweet	-	-	35	Global	Free	Enable	Release	Edit Delete Copy Tag
+	<input type="checkbox"/>	CA_cat_FIL_0001	Texture	-	-	144	Global	Free	Enable	Release	Edit Delete Copy Tag

Add Category

1. Click Add on the category management page.



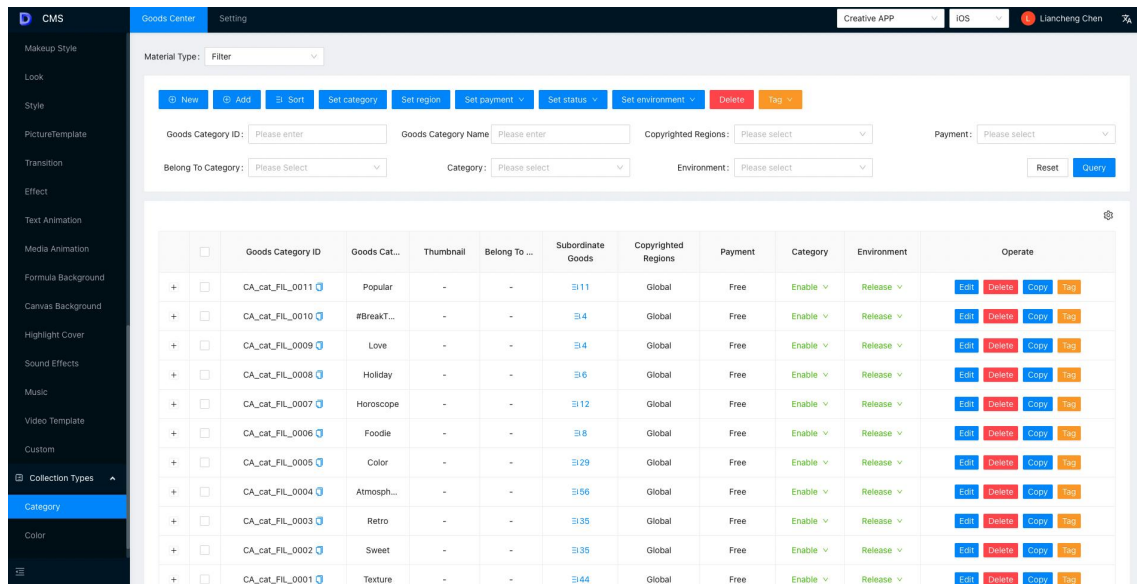
2. Select the categories under the element and click Add.



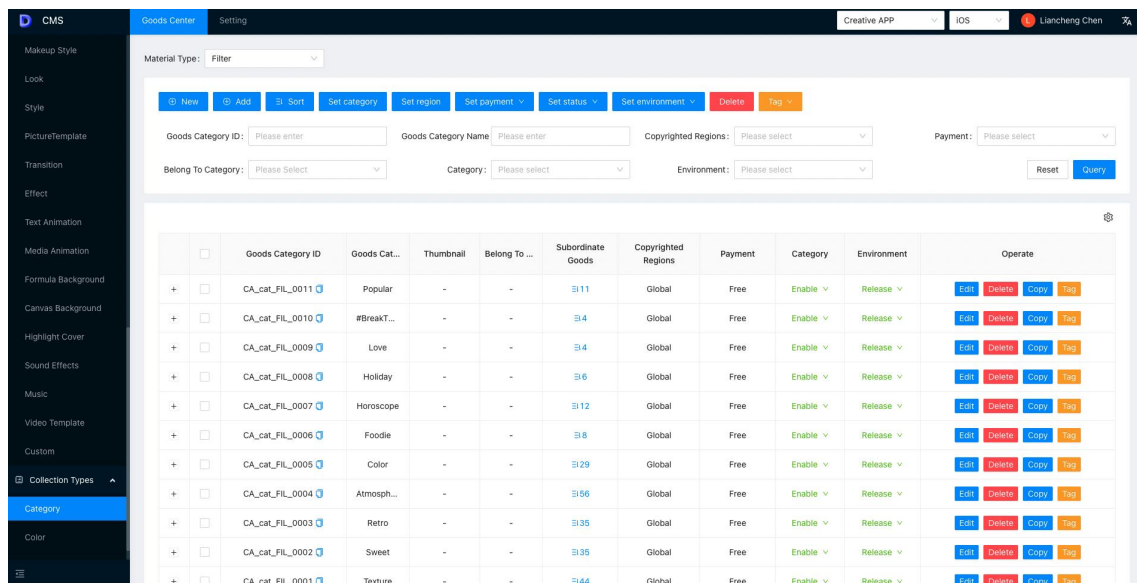
3. After adding a new category, the element's categories will also be the product's categories, while the sub-elements will automatically become new products.

Copy Category

1. Click Copy under the category management page for the category you want to operate.



2. If category is copied, the subordinate product uses the same set of product category.
Common usage scenarios: Use different operational information for different placement areas.



Edit Category

Operation Steps

1. Select a category and click Edit.

CMS

Goods Center

Setting

Creative APP

iOS

Liancheng Chen

Material Type: Filter

New

Add

Sort

Set category

Set region

Set payment

Set status

Set environment

Delete

Tag

Goods Category ID:

Goods Category Name:

Copyrighted Regions:

Payment:

Belong To Category:

Category:

Environment:

Reset

Query

		Goods Category ID	Goods Cat...	Thumbnail	Belong To ...	Subordinate Goods	Copyrighted Regions	Payment	Category	Environment	Operate
+	<input type="checkbox"/>	CA_cat_FIL_0011	Popular	-	-	11	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>
+	<input type="checkbox"/>	CA_cat_FIL_0010	#BreakT...	-	-	4	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>
+	<input type="checkbox"/>	CA_cat_FIL_0009	Love	-	-	4	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>
+	<input type="checkbox"/>	CA_cat_FIL_0008	Holiday	-	-	6	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>
+	<input type="checkbox"/>	CA_cat_FIL_0007	Horoscope	-	-	12	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>
+	<input type="checkbox"/>	CA_cat_FIL_0006	Foodie	-	-	8	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>
+	<input type="checkbox"/>	CA_cat_FIL_0005	Color	-	-	29	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>
+	<input type="checkbox"/>	CA_cat_FIL_0004	Atmosph...	-	-	56	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>
+	<input type="checkbox"/>	CA_cat_FIL_0003	Retro	-	-	35	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>
+	<input type="checkbox"/>	CA_cat_FIL_0002	Sweet	-	-	35	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>
+	<input type="checkbox"/>	CA_cat_FIL_0001	Texture	-	-	44	Global	Free	Enable	Release	<div>Edit</div> <div>Delete</div> <div>Copy</div> <div>Tag</div>

2. After filling in all the information for the new category, click Update to finish creating it.

CMS

Goods Center

Setting

Liancheng Chen

Basic Information

Creator

Liancheng Chen

Created At

2022-06-09 16:53:41

Editor

Liancheng Chen

Updated at

2022-06-24 16:44:30

Params Configuration

Goods Category ID

CA_cat_FIL_0011

Old Paid ID

--

Old ID

Goods Category Name

英文

德语

西班牙语

法语

葡萄牙语

俄语

土耳其语

繁体中文

简体中文

+

Popular

Thumbnail

+

Upload

A .jpg, .png, .jpeg, .gif, .webp, .bmp file less than 10.0MB

Cover

+

Upload

A .jpg, .png, .jpeg, .gif, .webp, .bmp file less than 10.0MB

Application Examples

+

Cancel

Update

Field Description

Category Configuration

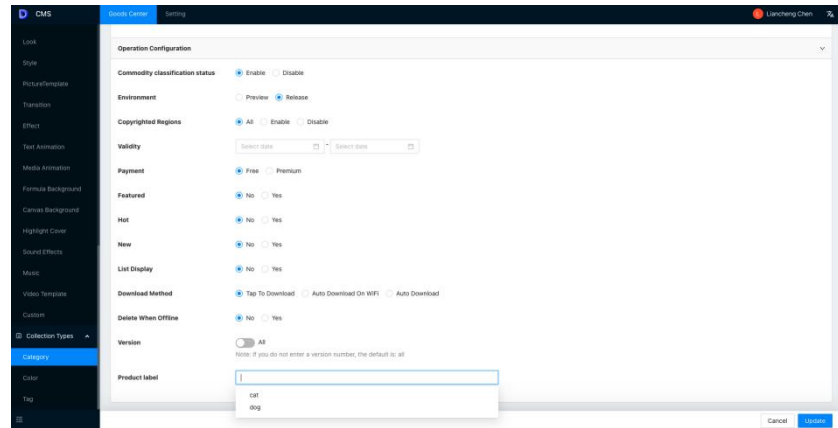
Field name	Description
Product category ID	<div><div>The ID is assigned by the system.</div><div>The larger the ID number, the more recent the creation time.</div></div>

Product category name	The default language is English. Click "+" to add multiple languages.
Thumbnail	Display elements in the thumbnail on the client ends.
Introduction	<p>Introduction to the category to be displayed on the client ends.</p> <ul style="list-style-type: none"> • The default language is English. Click "+" to add multiple languages.
Product category	Single choice (only categories without sub-products can be selected)

Operational information

Field name	Description
Category status	<p>Enable/disable</p> <ul style="list-style-type: none"> • If disabled, it will not be distributed to the app
Environment	Used to test before official release
Available regions	Used to limit the regions where content can be distributed
Validity period	Time that content goes into effect
Payment type	<p>Used to mark whether the content requires payment.</p> <p>Support operational sorting</p>
Featured list	<p>Used to mark the content on the app</p> <p>Support operational sorting</p>
HOT	<p>Used to mark the content on the app</p> <p>Support operational sorting</p>
NEW	<p>Used to mark the content on the app</p> <p>If "Yes" is selected, then the time is the expiration date.</p>
Display	Whether it needs to be displayed in the specified interface of the app
Download method	Method of downloading the content in the app
Delete once removed	Whether to delete the content on the app when the CMS is no longer distributing content

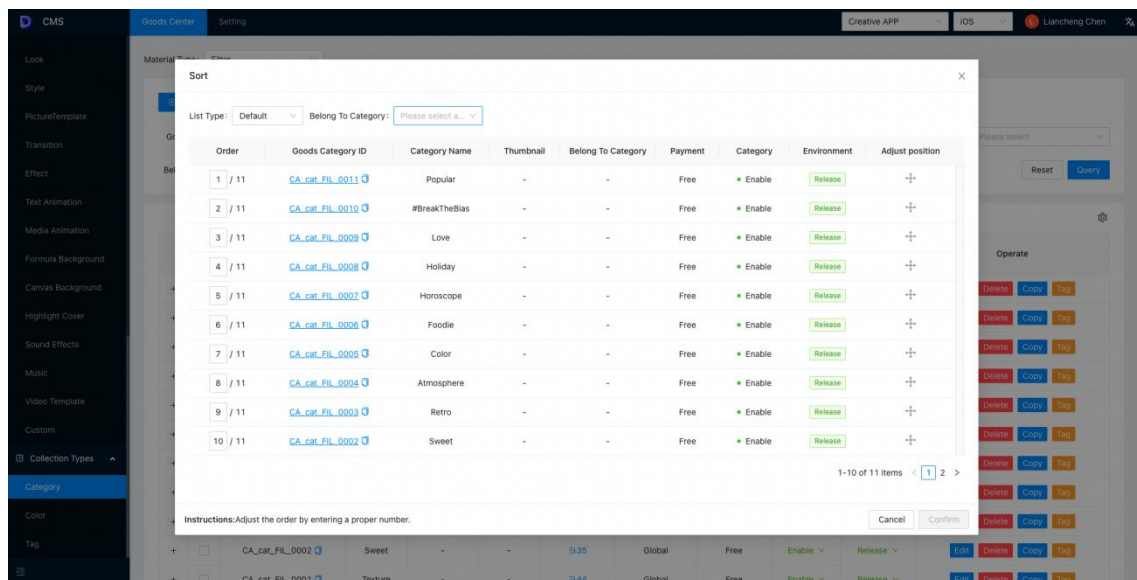
Release	Used to control the version of the content distributed on the app
Product label	<p>Used to mark content, manage information, and search</p> <ul style="list-style-type: none"> Drop down to check multiple labels (primary and secondary labels can be selected at the same time)



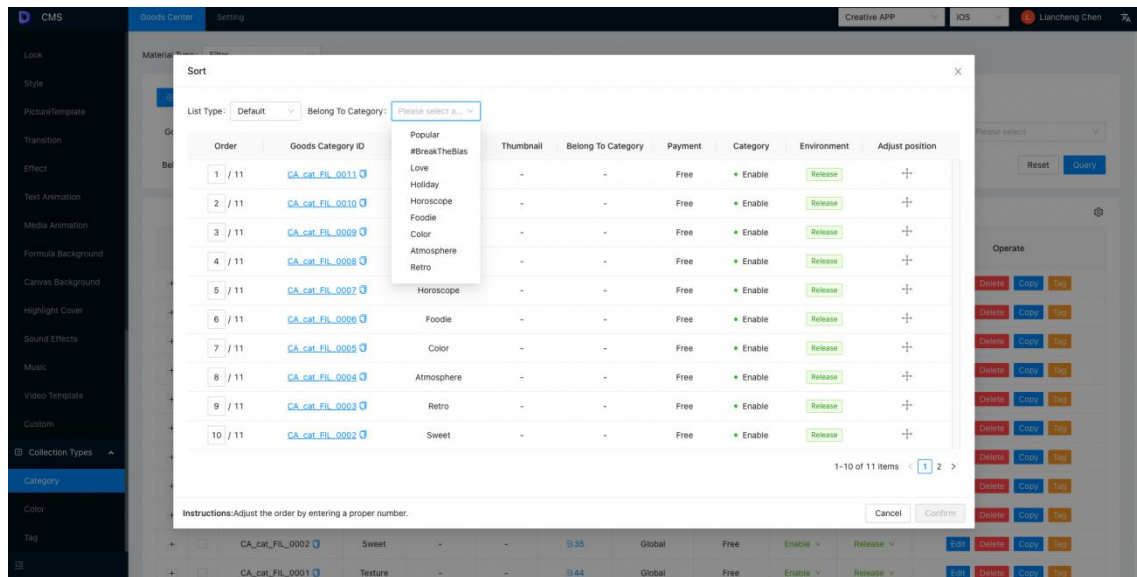
Sort

Sort by category

1. Click [Sort] and open the Sort window. The first-class categories will be displayed by default.



2. Select a category



3. Sort the sub-categories under the selected category, and click [Confirm] after sorting.

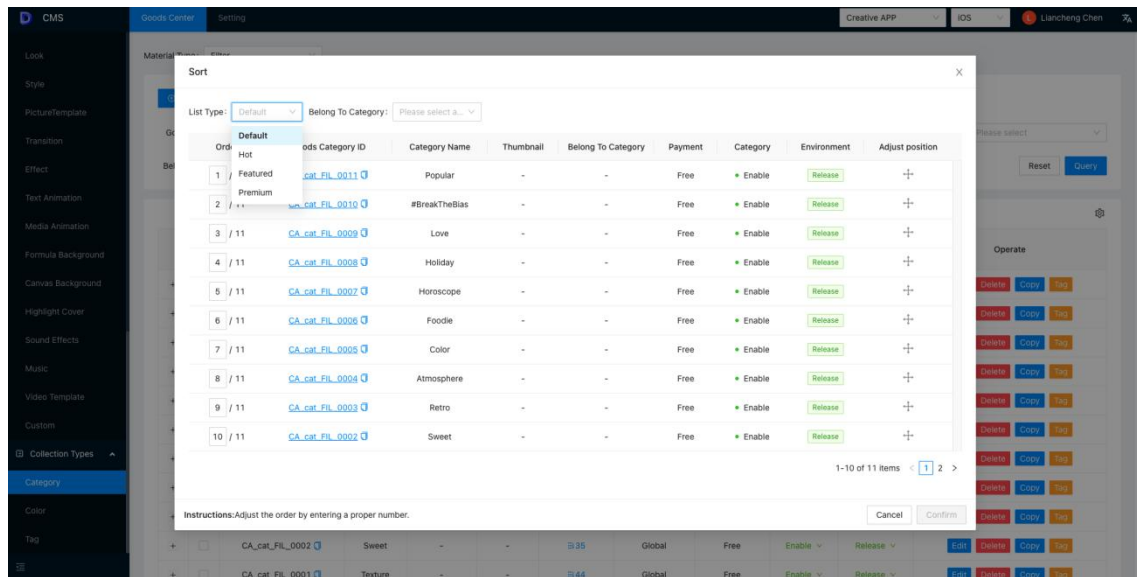
Operational sorting of categories

1. Click List Type, and there will be 4 lists that can be selected

- Default list: Default category sorting. Not operational sorting.
- HOT list: Sort products for which "Yes" under the HOT label is selected.
- Featured list: Sort products for which "Yes" under the Featured list is selected.
- Premium: Sort products with the Premium label.

The above are operational information. You can arrange category lists by editing the corresponding field of categories. **Newly added** products will be **listed first** in order by default.

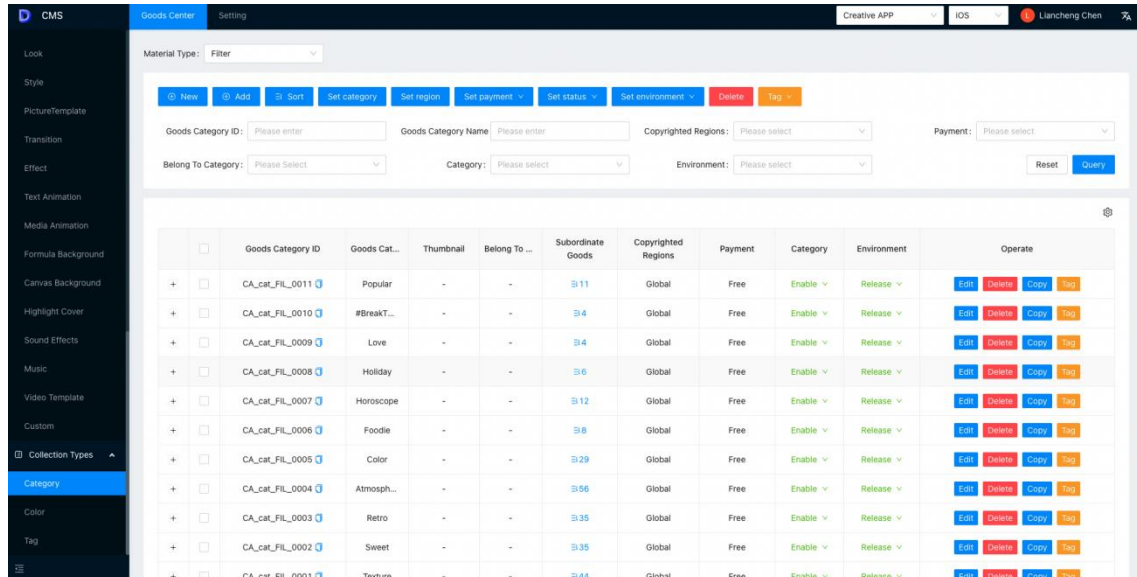
Product categories do not distinguish between classes for operational sorting (HOT list, Featured list and Premium list).



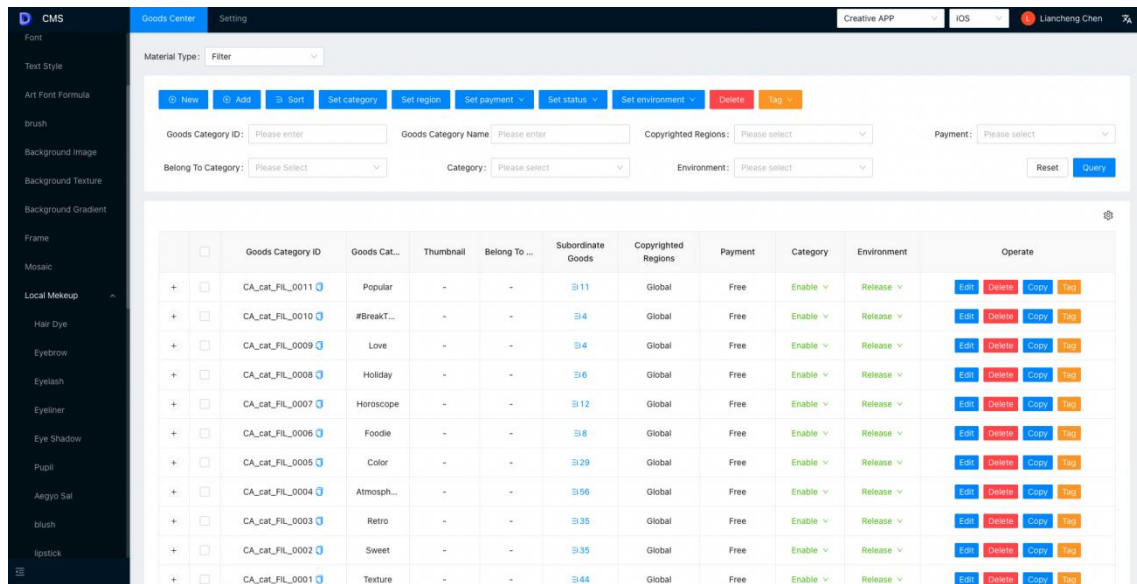
2. Click Confirm after sorting.

Product sorting

1. Click the number under Associated Product. The number means the amount of associated products, and it cannot be sorted when it is 0.



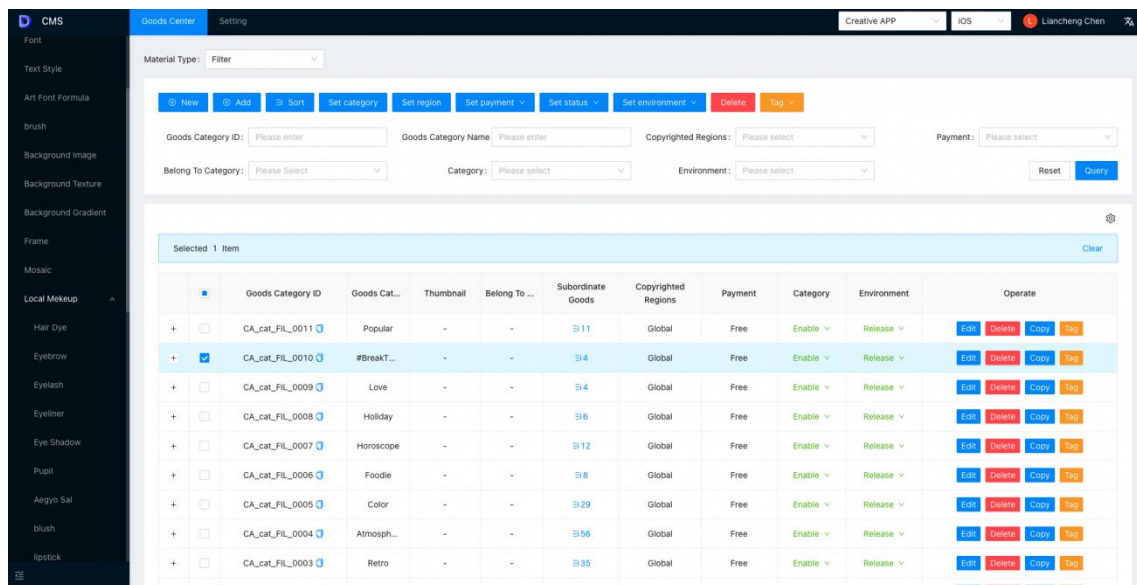
2. Click Confirm after sorting.



Batch settings

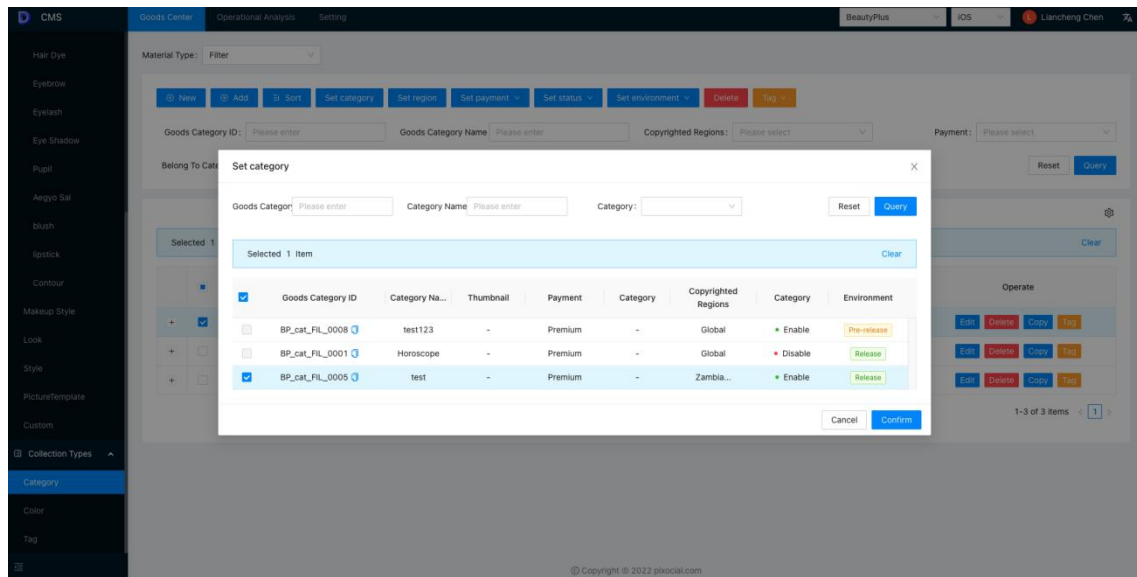
Set up product categories in batches

1. Select multiple categories. Click "Set up product categories in batches".

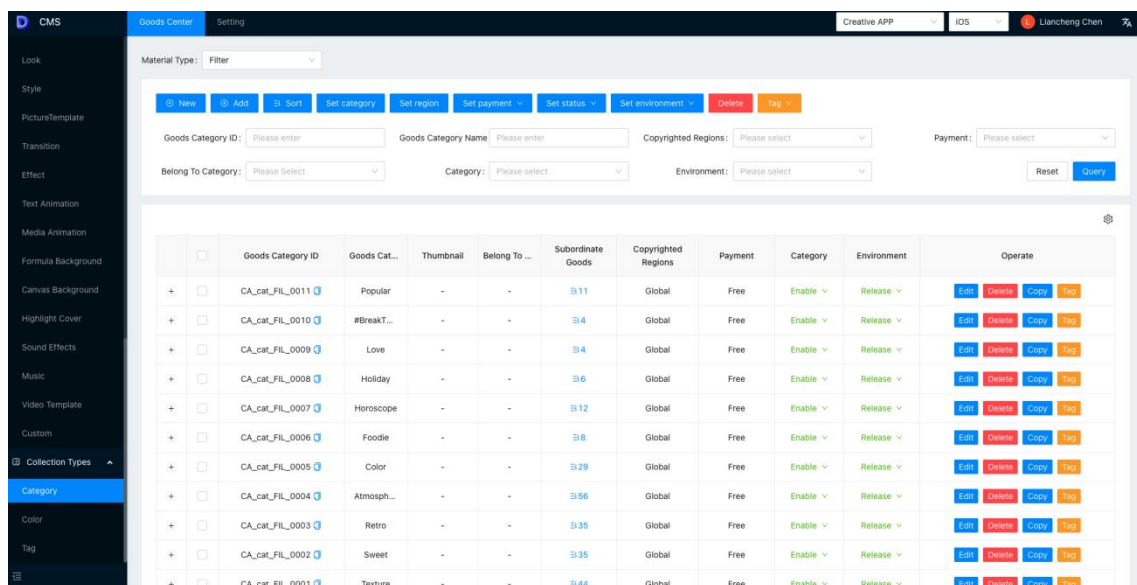


2. Select a category and click Confirm.

Note: Only categories without sub-products can be selected.



3. A "Product category information updated" notification will appear after setup.



Set up launch area in batches

Refer to "Set up launch area in batches".

Set up payment type in batches

Refer to “Set up payment type in batches”.

Set up status in batches

Refer to the “Set up status in batches”.

Set up environment in batches

Refer to the “Set up environment in batches”

Label products in batches

Refer to the “Label products in batches”.

Labelling

Refer to product labeling.

Shade Management

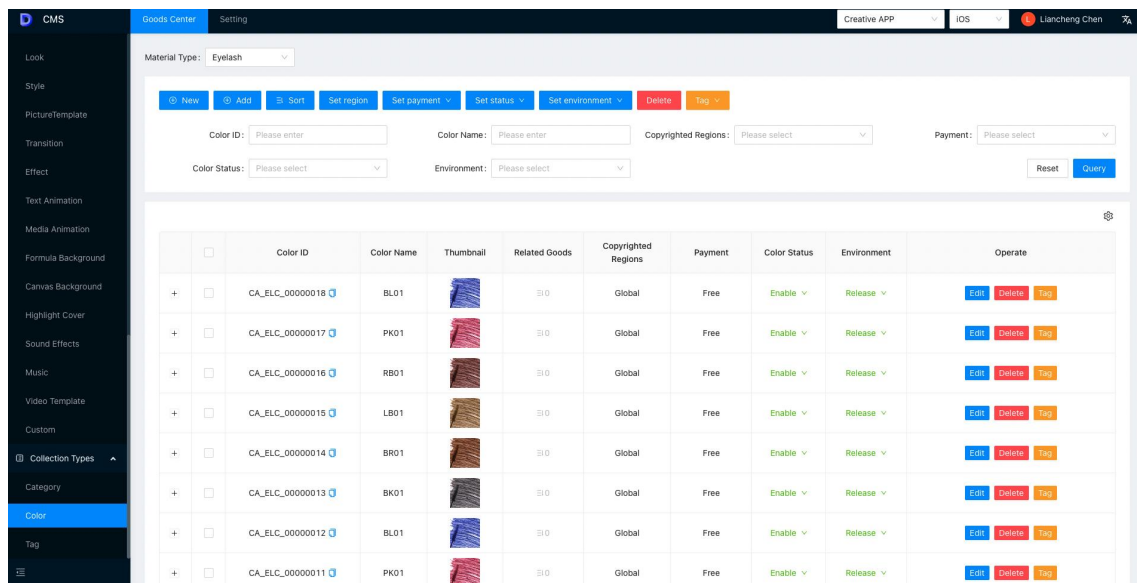
Shade Type

- Click on the element type to switch.
- Only four material types are currently available: lipstick, blush, eyebrow and eyelash.

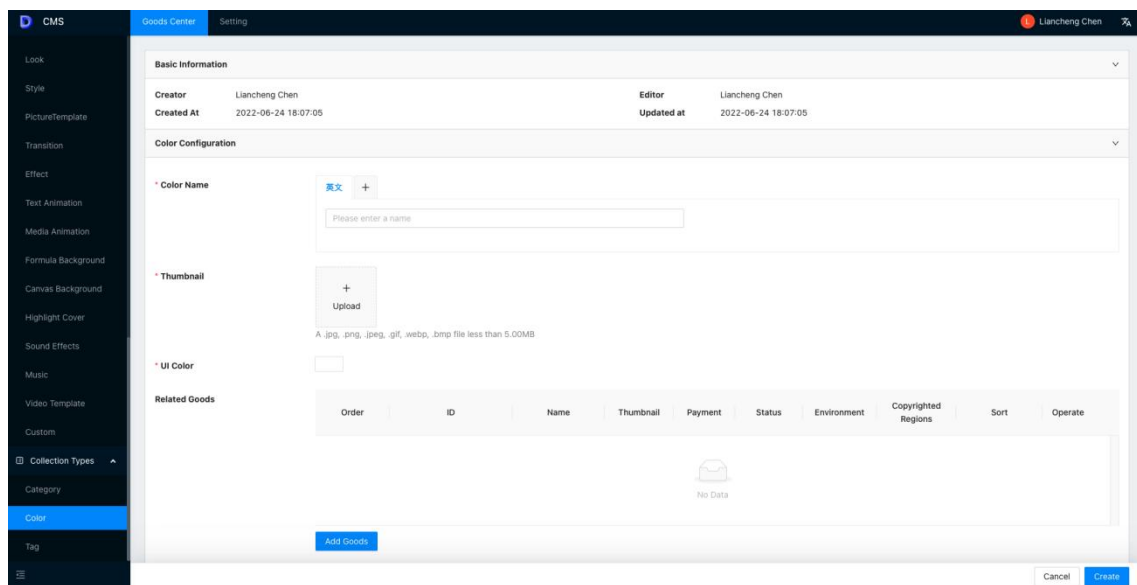
		Color ID	Color Name	Thumbnail	Related Goods	Copyrighted Regions	Payment	Color Status	Environment	Operate
+	<input type="checkbox"/>	CA_ELC_00000018	BL01		BL0	Global	Free	Enable	Release	Edit Delete Tag
+	<input type="checkbox"/>	CA_ELC_00000017	PK01		BL0	Global	Free	Enable	Release	Edit Delete Tag
+	<input type="checkbox"/>	CA_ELC_00000016	RB01		BL0	Global	Free	Enable	Release	Edit Delete Tag
+	<input type="checkbox"/>	CA_ELC_00000015	LB01		BL0	Global	Free	Enable	Release	Edit Delete Tag
+	<input type="checkbox"/>	CA_ELC_00000014	BR01		BL0	Global	Free	Enable	Release	Edit Delete Tag
+	<input type="checkbox"/>	CA_ELC_00000013	BK01		BL0	Global	Free	Enable	Release	Edit Delete Tag
+	<input type="checkbox"/>	CA_ELC_00000012	BL01		BL0	Global	Free	Enable	Release	Edit Delete Tag
+	<input type="checkbox"/>	CA_ELC_00000011	PK01		BL0	Global	Free	Enable	Release	Edit Delete Tag

Create Shade

1. Click Create to create a new shade for an element.



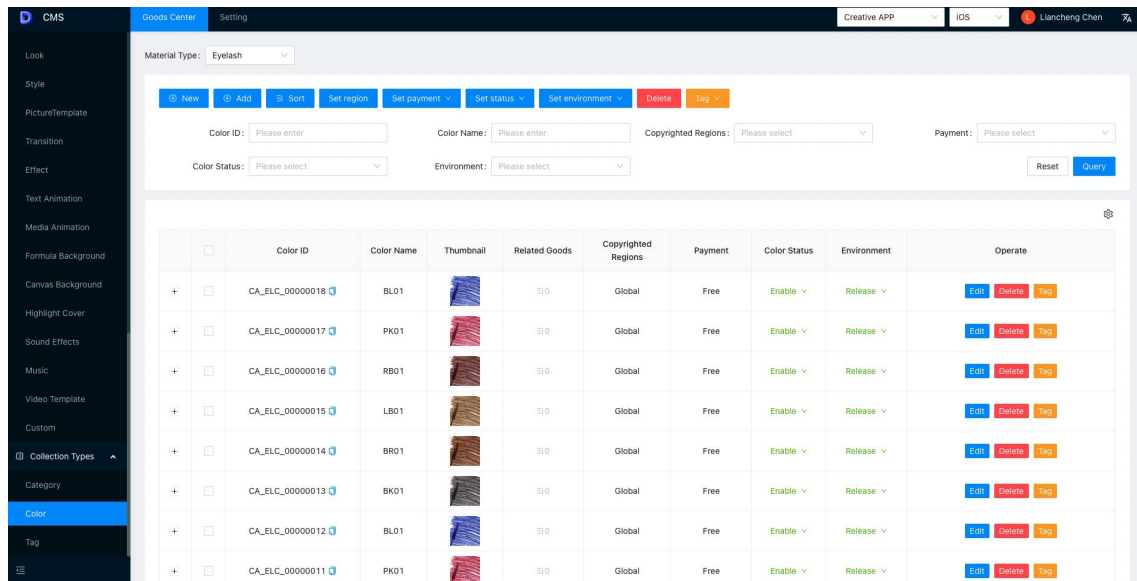
2. After you have filled in the information for the new category, click Create to finish creating it.



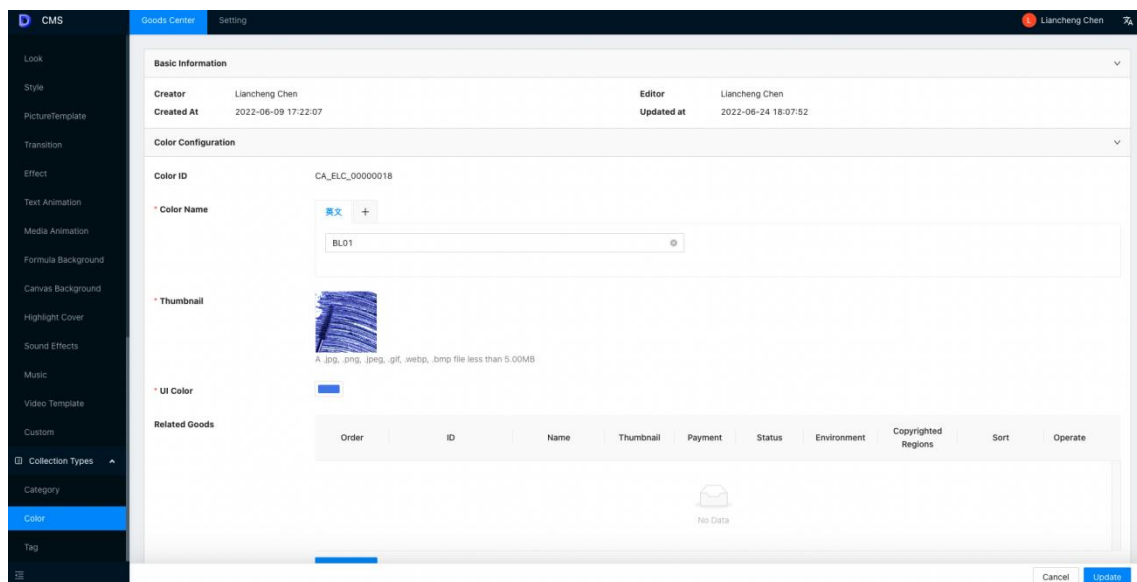
Edit Shade

Operation Steps

1. Select a shade and click Edit.



2. After filling in all the information for the new category, click Update to finish creating it.



Field Description

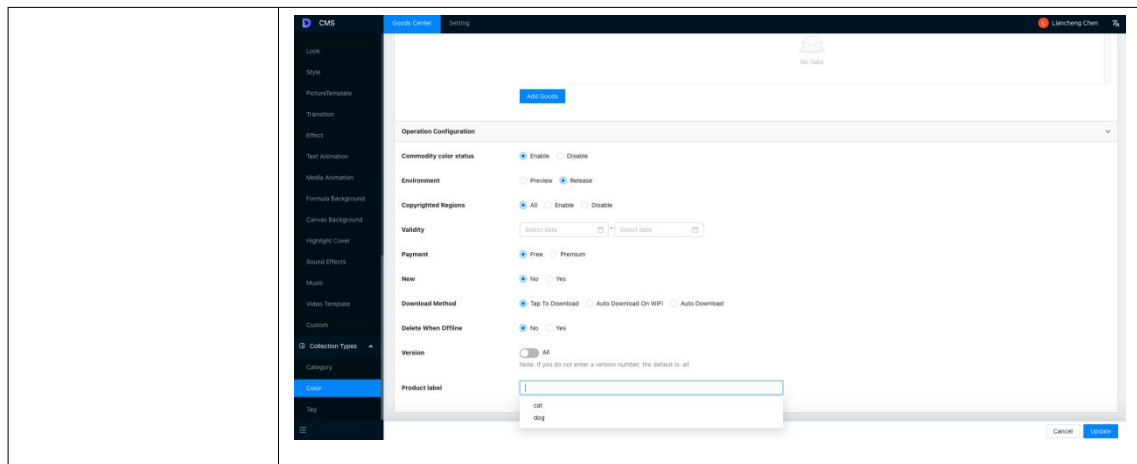
Shade Configuration

Field name	Description
Product shade ID	<ul style="list-style-type: none"> The ID is assigned by the system. The larger the ID number, the more recent the creation time.

Product shade name	The default language is English. Click "+" to add multiple languages.
Thumbnail	Display elements in the thumbnail on the client ends.
Shade	For coloring products (these products include lipstick, blush, eyebrow, eyelash). • Select a color via the color picker
Associated Products	Associate multiple products with one shade (these products include lipstick and blush). • See details in: Add products to a shade

Operational Information

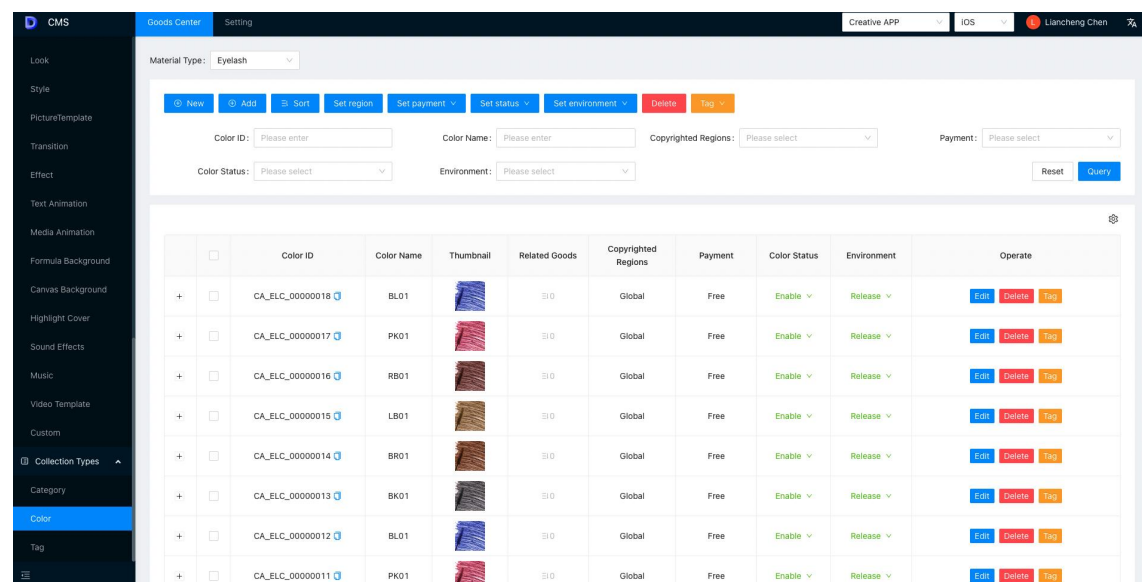
Field name	Description
Status of product shade	Enable or disable • If disabled, it will not be distributed to the app
Environment	Used to test before official release
Available regions	Used to limit the regions where content can be distributed.
Validity period	Time that content goes into effect
Payment type	Used to mark whether the content requires payment.
NEW	Used to mark the content on the app If "Yes" is selected, then the time is the expiration date.
Download method	Method of downloading the content in the app
Delete once removed	Whether to delete the content on the app when the CMS is no longer distributing content
Release	Used to control the version of the content distributed on the app
Product label	Used to mark content, manage information, and search • Drop down to check multiple labels (primary and secondary labels can be selected at the same time)



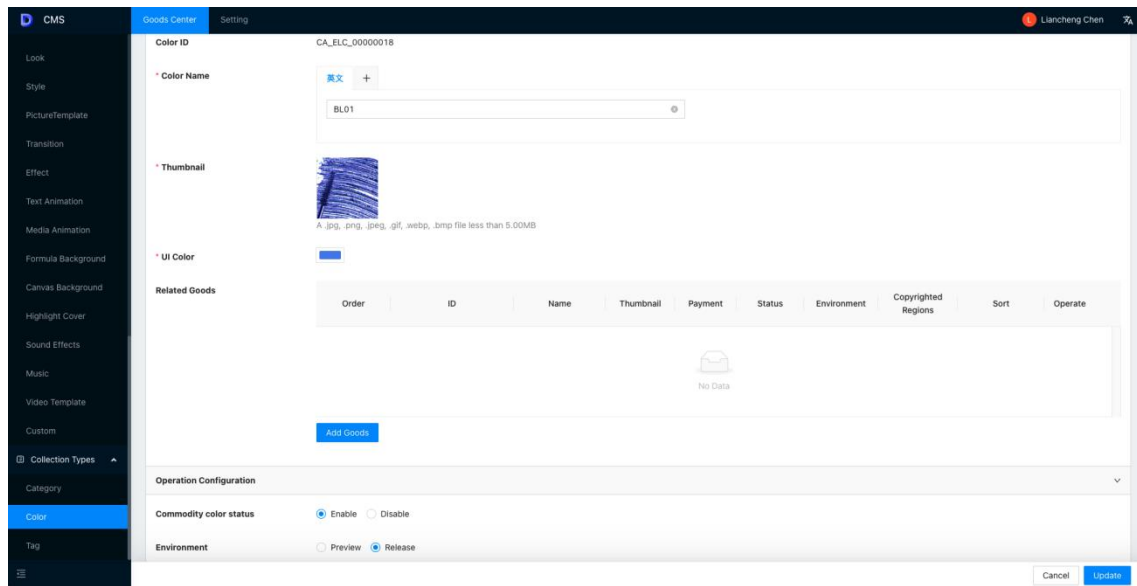
Two-way association of shade and product

Add associated products to a shade

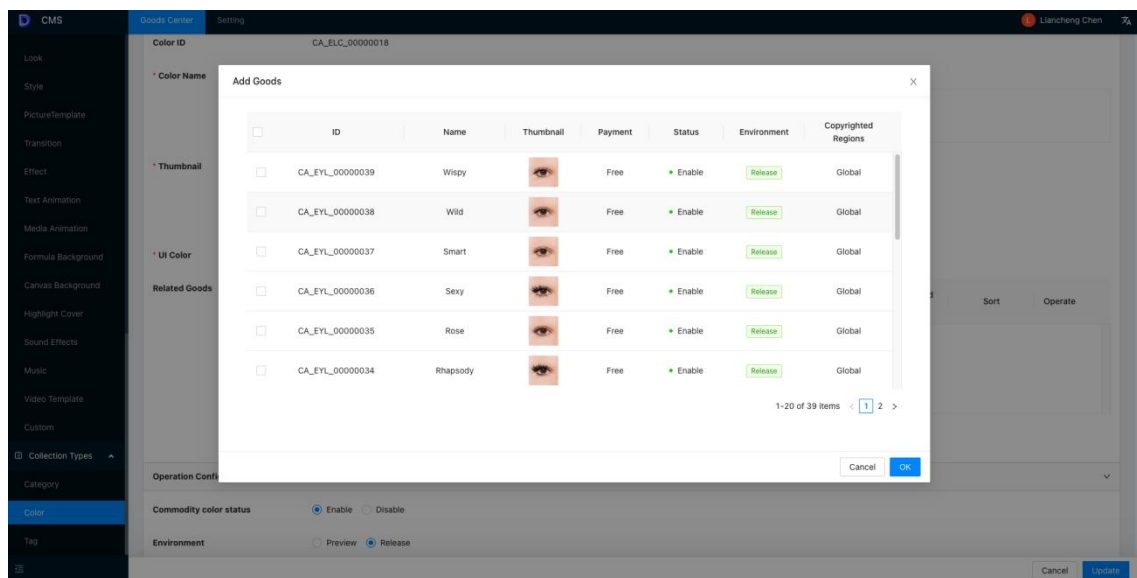
1. Select a shade from the shade management page and click Edit.



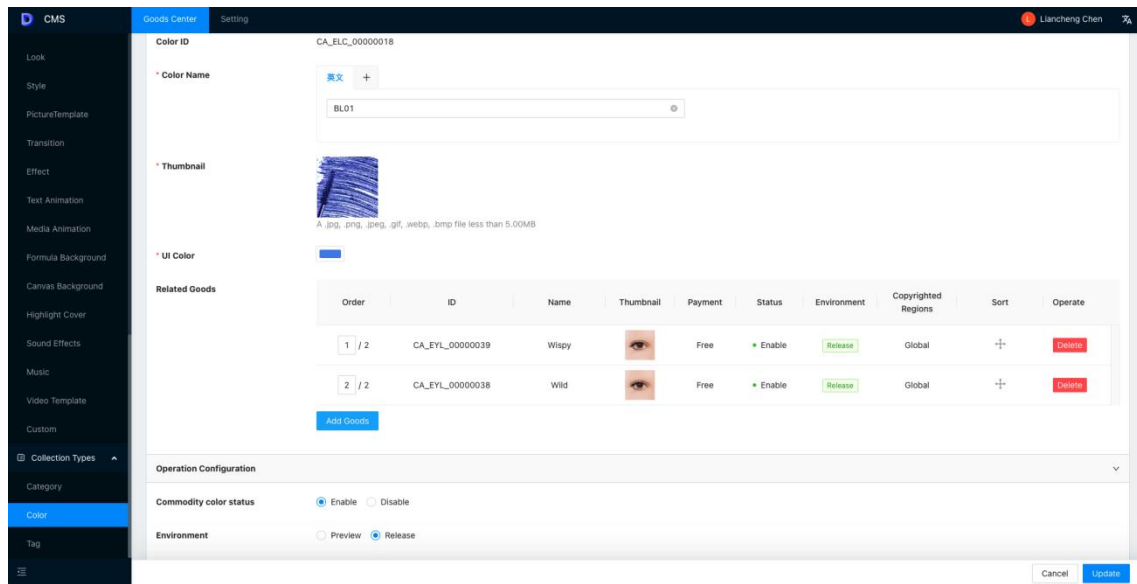
2. Select Add Product under Associate Product on the editing page.



3. Select products and click Confirm.

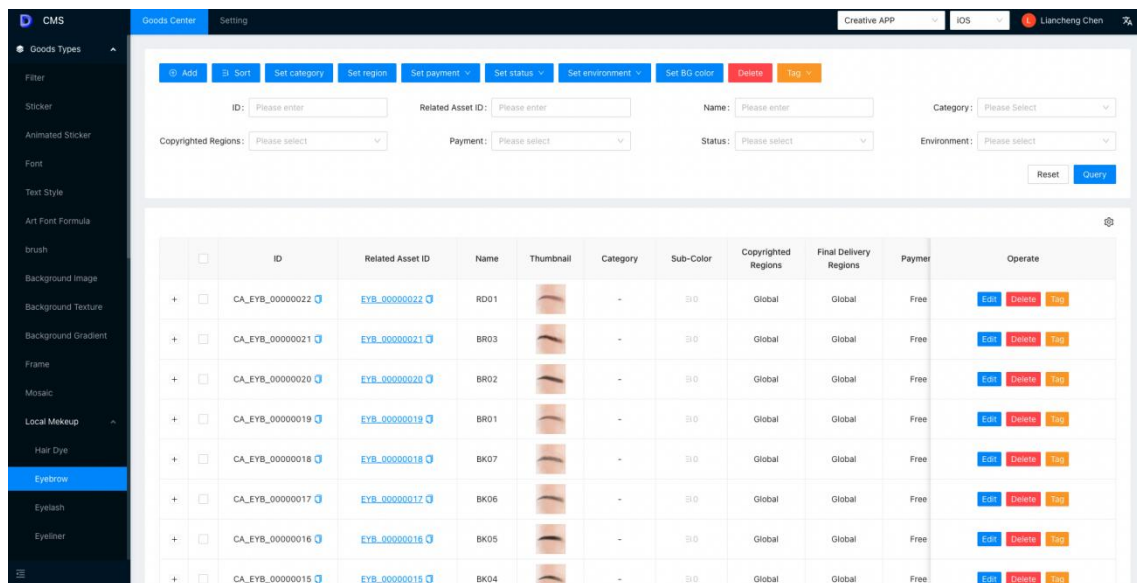


4. You can delete or sort added products on the editing page and make them take effect by clicking Update.

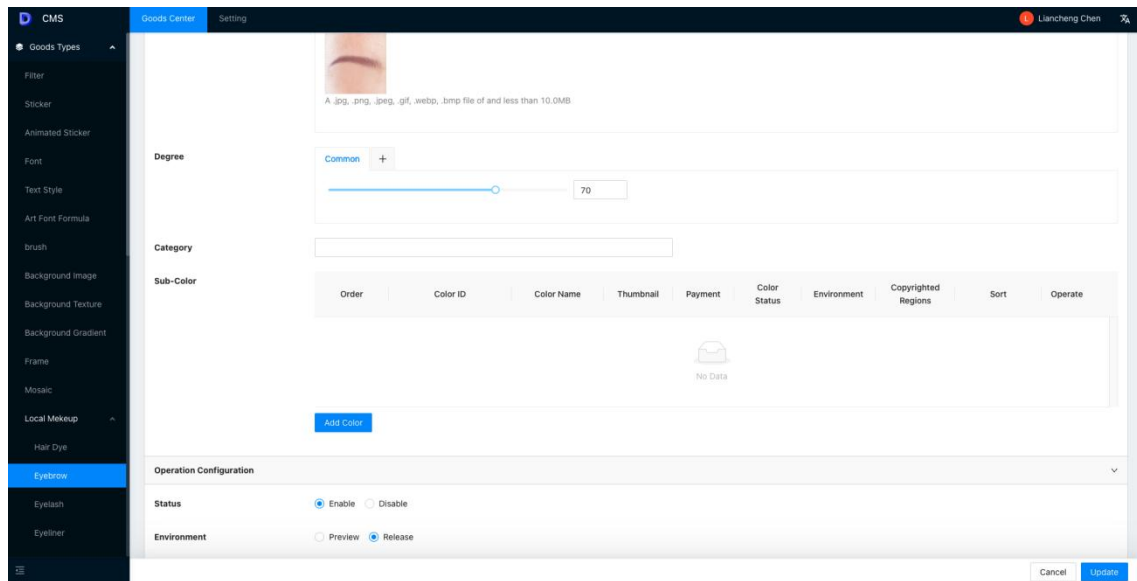


Add associate shades to a product

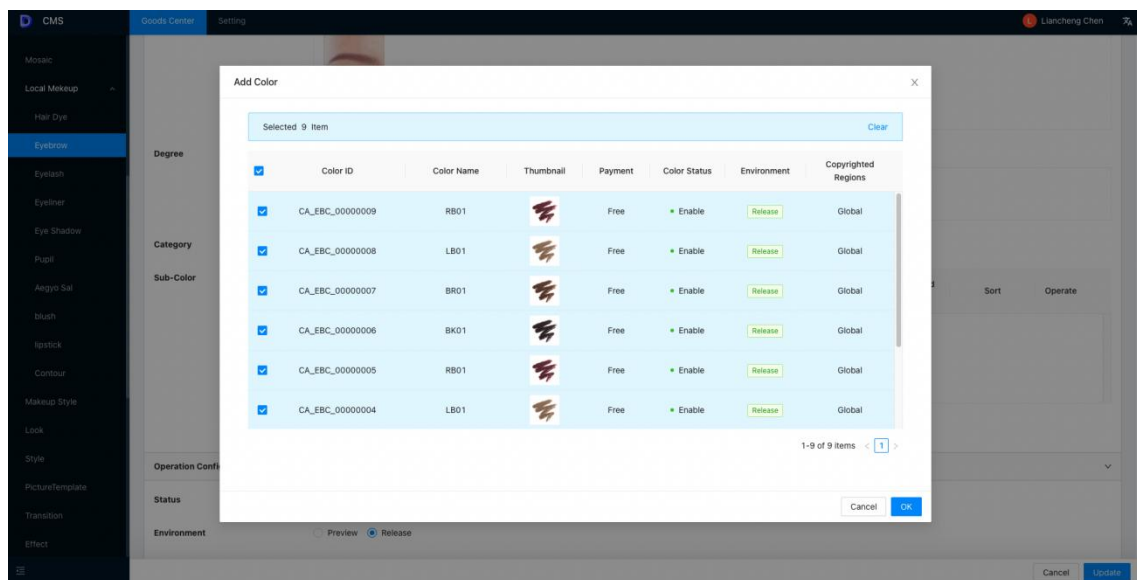
1. Select an element and go to the product management page to edit it.



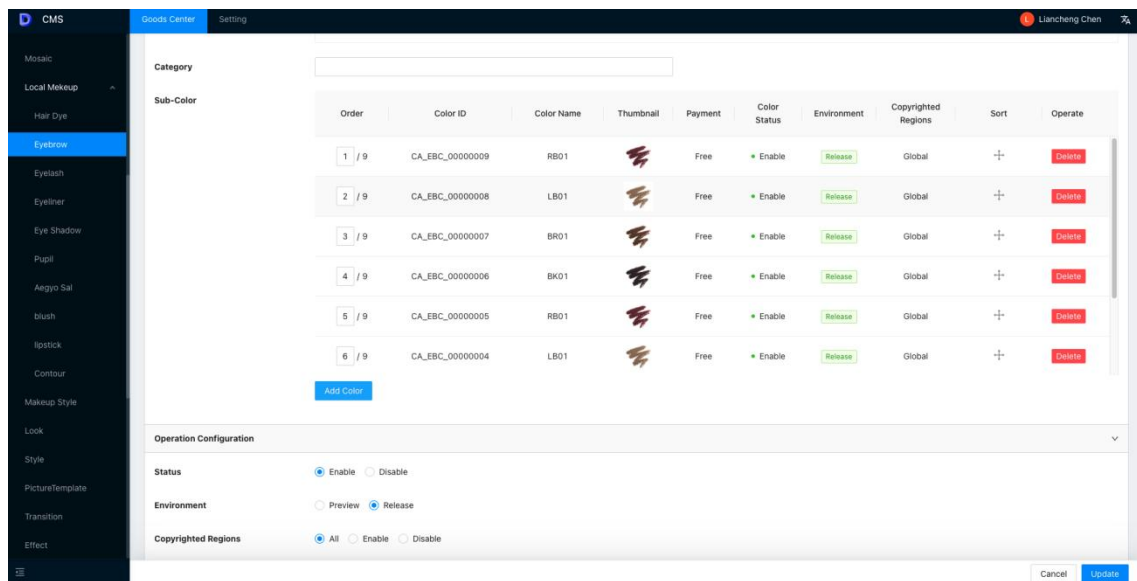
2. Select Add Shade under Associate Product on the editing page.



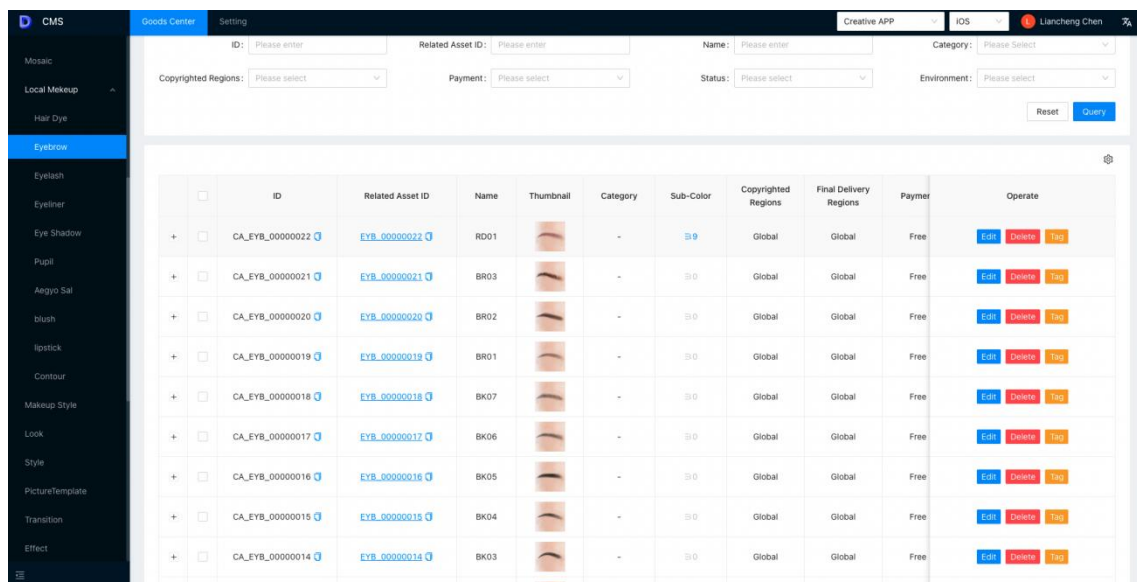
3. Select shades and click Confirm.



4. You can delete or sort added shades on the editing page and make them take effect by clicking Update.



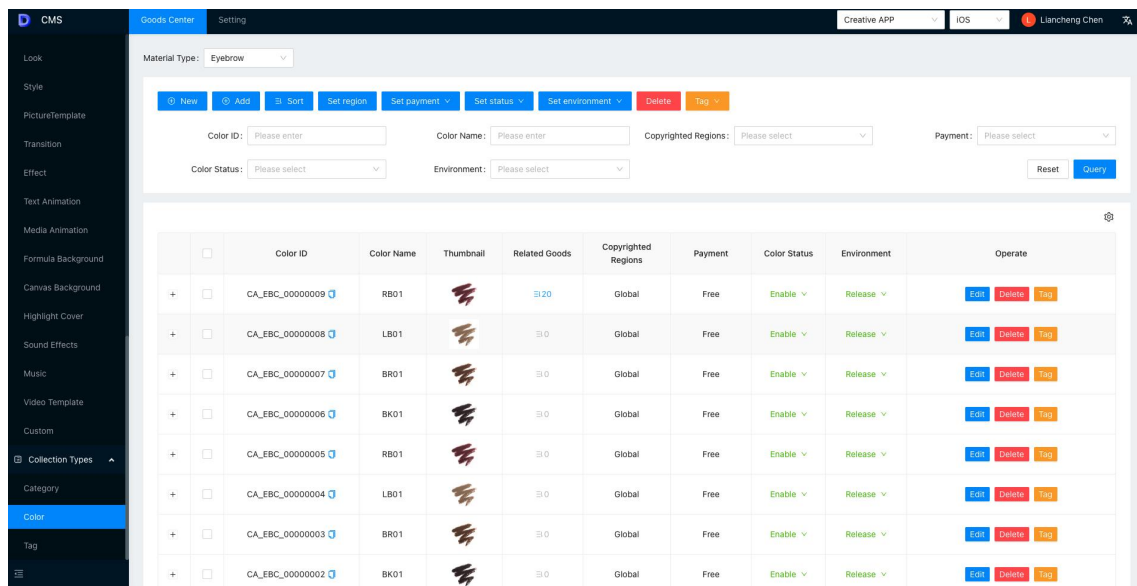
5. A "Associate shade information updated" notification will appear after setup.



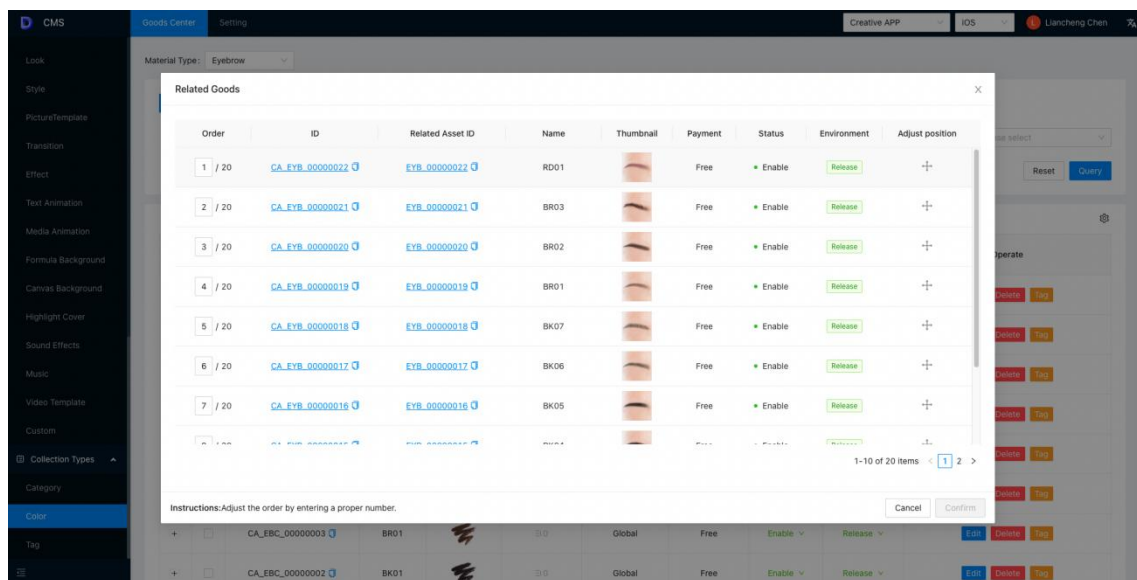
Two-way sorting of shades and products

Sort associated products under a shade

1. Click the number under Associated Product. This number refers to the amount of associated products, and cannot be sorted if it is 0.

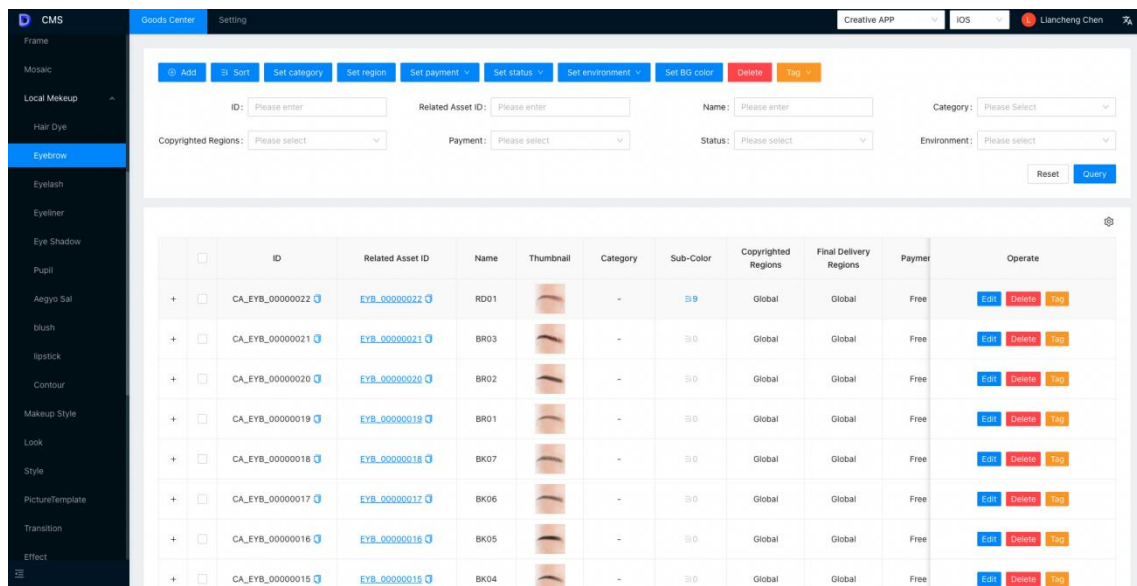


2. After sorting, click Confirm to finish.

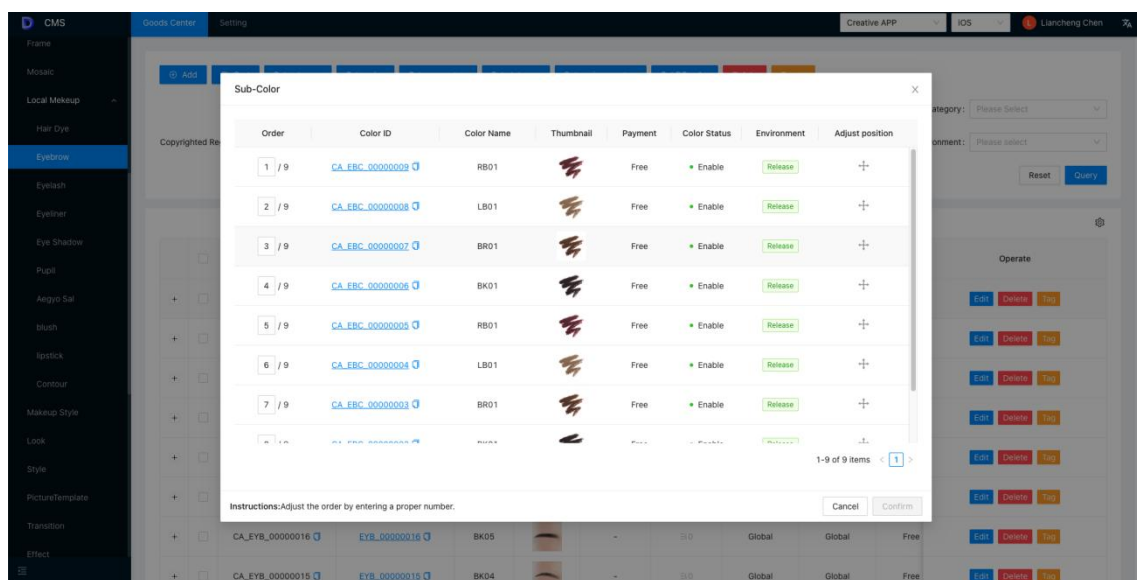


Sort the associated shades under a product

1. Click the number under Associated Shade. This number refers to the amount of associated products, and cannot be sorted when it is 0.

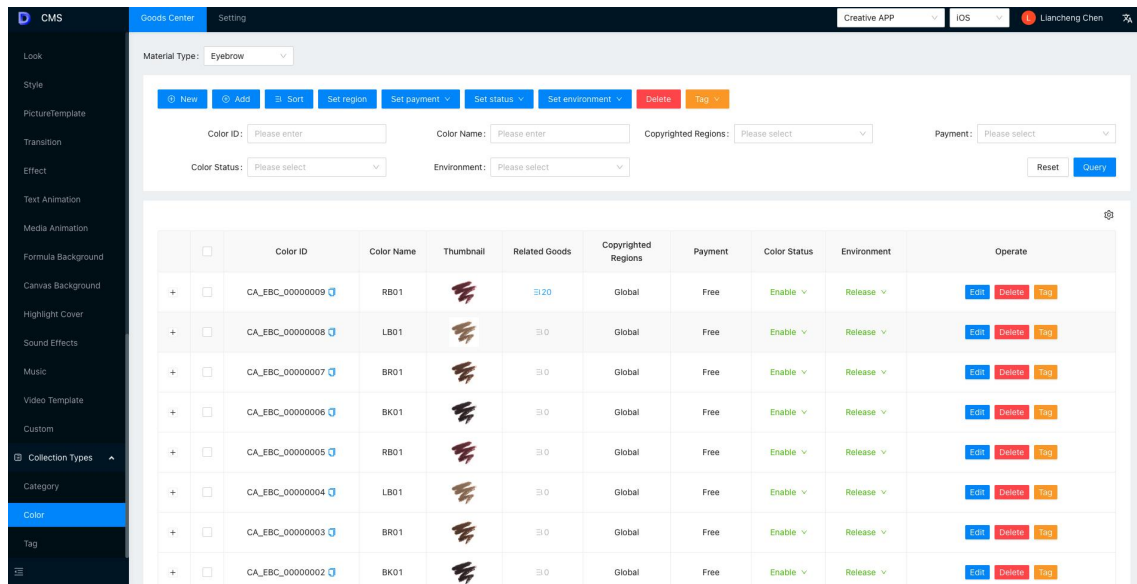


2. After sorting, click Confirm to finish.

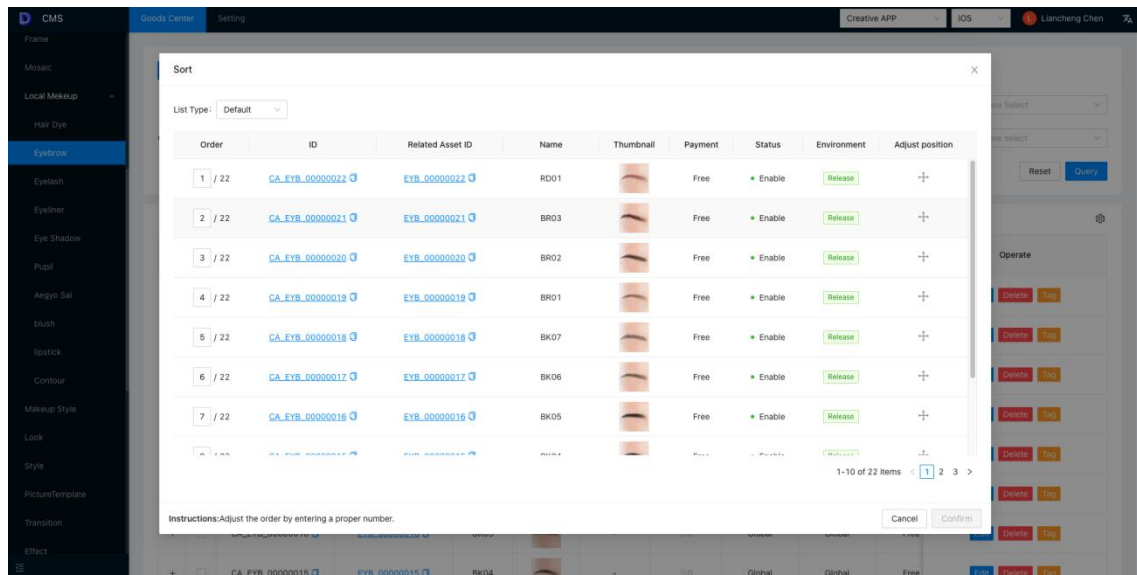


Sort Shade

1. Click Sort to sort all shades under the current element type.



2. After sorting, click Confirm to finish.



Batch settings

Set up launch area in batches

Refer to "Set up launch area in batches".

Set up payment type in batches

Refer to "Set up payment type in batches".

Set up status in batches

Refer to "Set up status in batches".

Set up environment in batches

Refer to "Set up environment in batches".

Label products in batches

Refer to the "Label products in batches".

Labelling

Refer to product "Labelling".

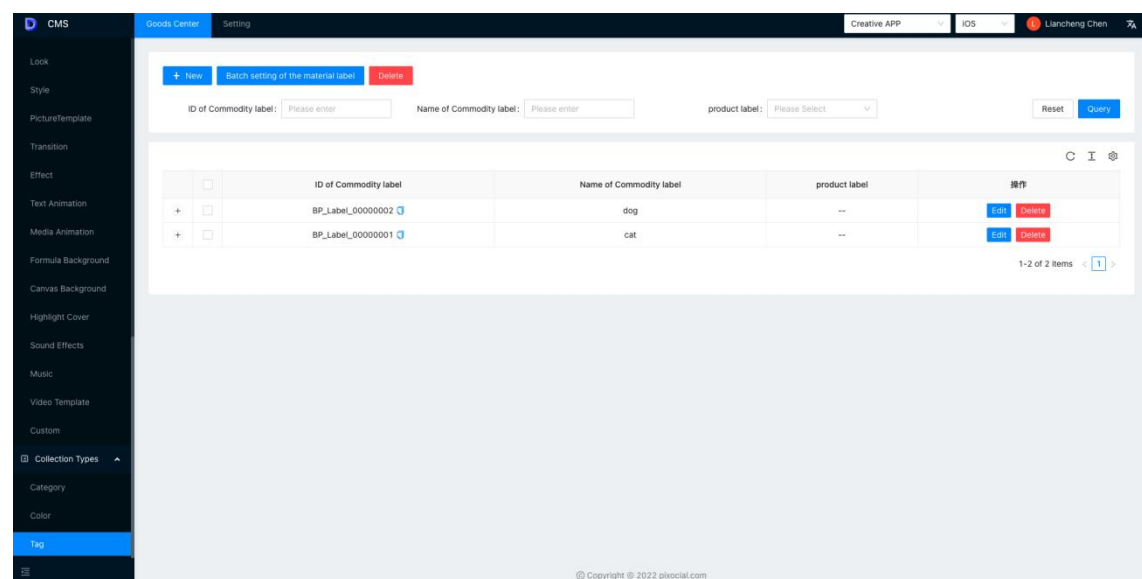
Label Management

Description

- Each application under **DAM** and **CMS** has its own independent label library.
- Label distribution takes a collection of **DAM** and **CMS** (merge in multiple languages, and then deduplicate)
- Labels in an independent library:
 - No platform limitations.
 - Not categorized.
 - Supports multiple languages with English as the default language; no duplicate names.

Create Label

1. Click Create to create a new label.



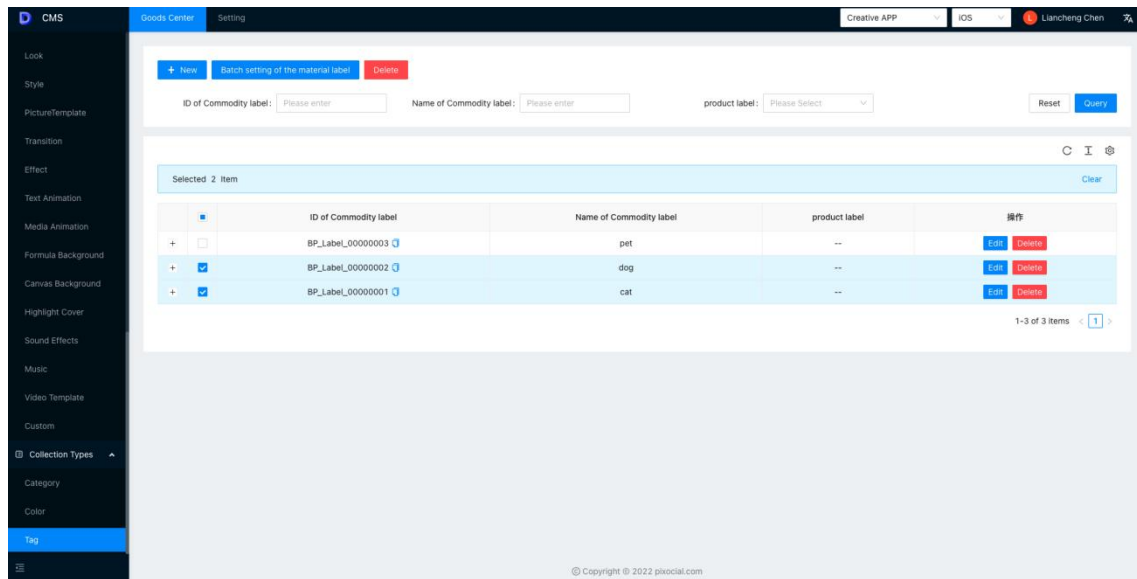
2. After filling in all information, click Create to finish creating.

3. The following notification will appear after creating: A new label has been added to the first row.

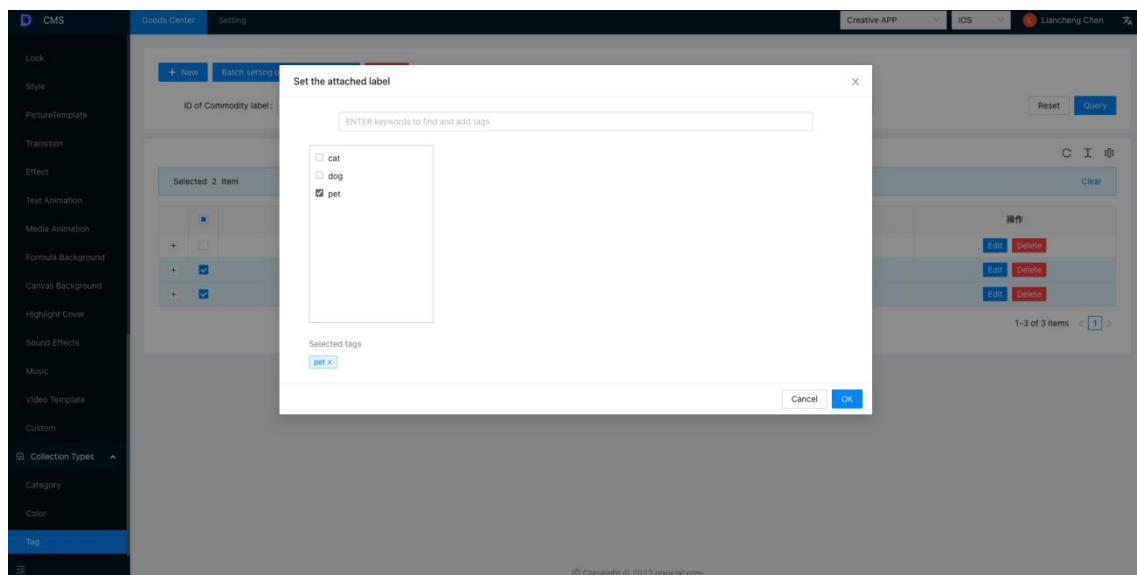
ID of Commodity label	Name of Commodity label	product label	操作
BP_Label_00000002	dog	--	Edit Delete
BP_Label_00000001	cat	--	Edit Delete

Set up product label in batches

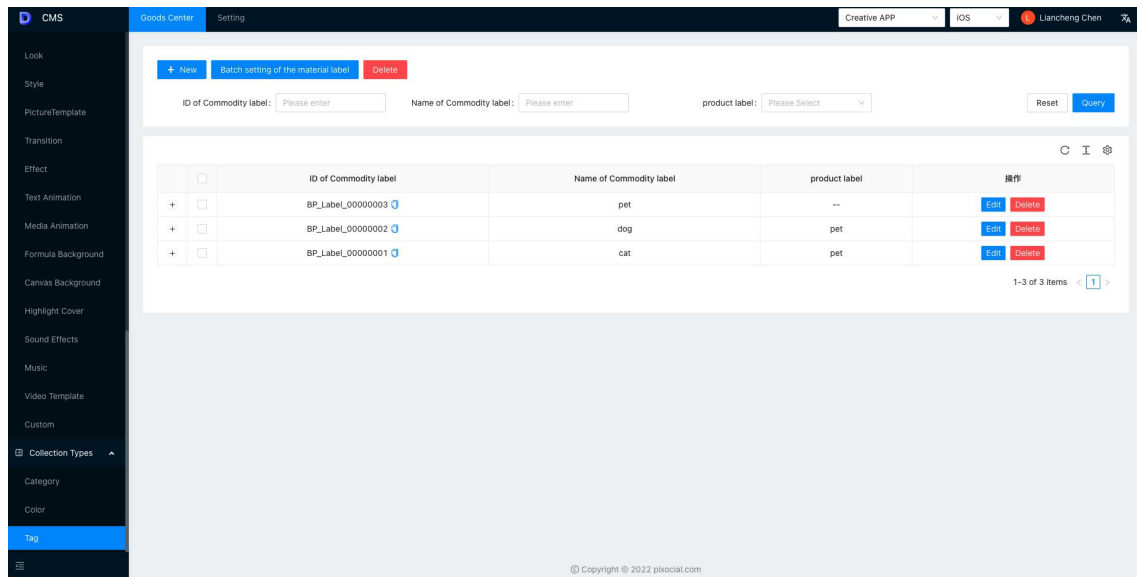
1. Select multiple labels and click “Set up product label in batches”.



2. Select one and click Confirm to finish it.



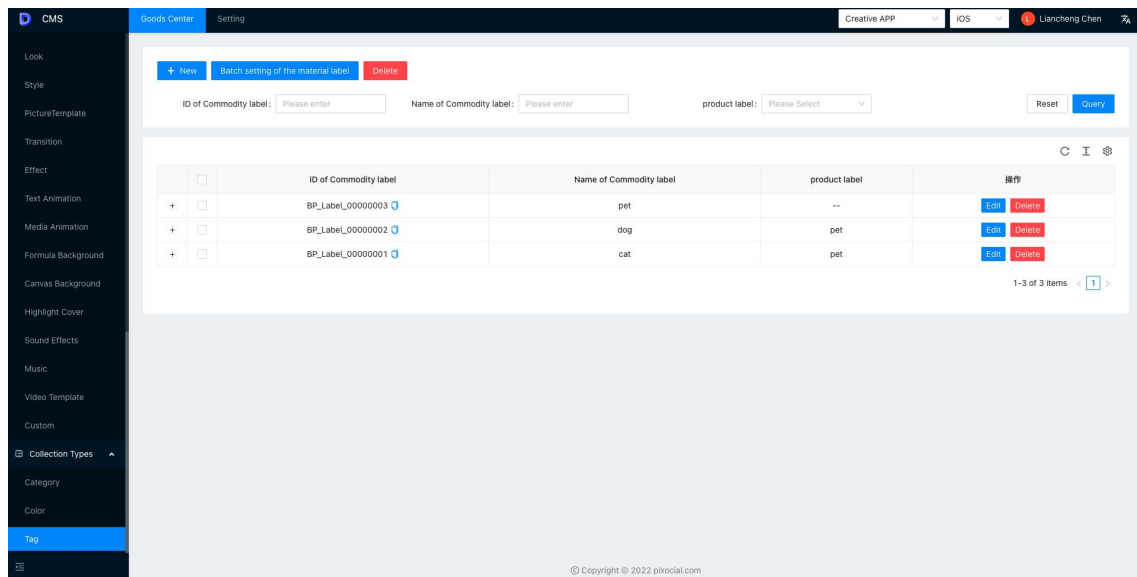
3. A "Label information has been updated" notification will appear after setup.



Edit Label

Operation Steps

1. Select a label and click Edit.



2. After filling in all the information for the new category, click Update to finish creating it.

Field Description

Label Configuration

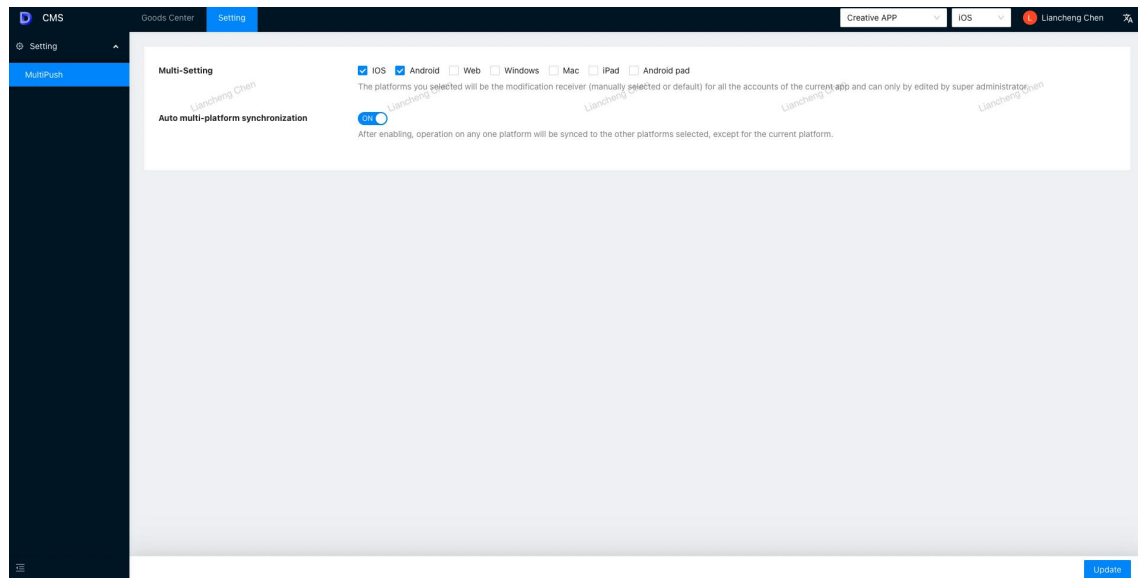
Field name	Description
Product label ID	<ul style="list-style-type: none"> The ID is assigned by the system. The larger the ID number, the more recent the creation time.
Product label name	The default language is English. Click "+" to add multiple languages.
Product label	<p>Used to mark content, manage information, and search</p> <ul style="list-style-type: none"> Drop down to select a label

System Settings

Multi-Platform Management

Multi-Platform Configuration

- Multi-platform refers to different distribution platforms such as iOS, Android, etc.
- Currently only visible **to the Super Admin**.



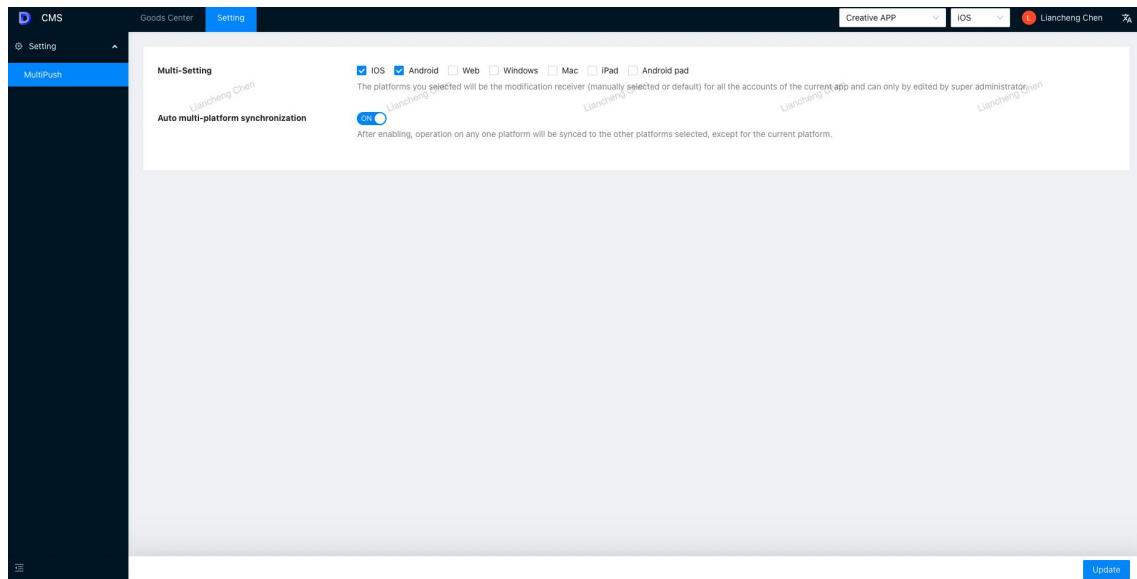
Multi-Platform Synchronization

Use this feature to synchronize information you configured in one platform to other platforms. Two methods for synchronizing configuration:

Auto (recommended)

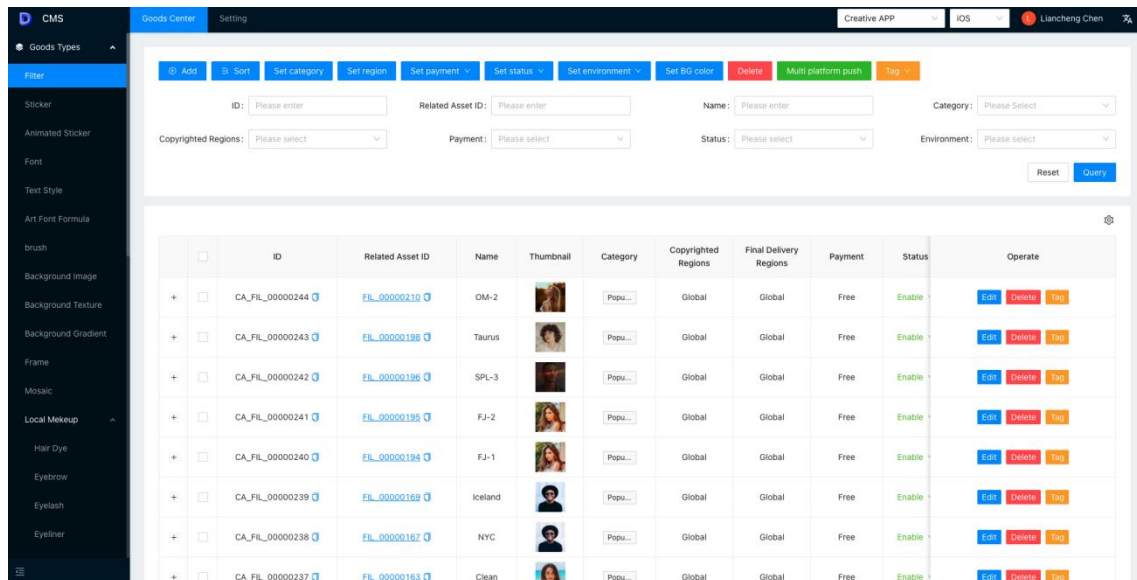
Enabled by default.

- If you want to change the default setting, you will need to click Update to make the changes take effect.
- Application scope: Multiple platforms that you set up

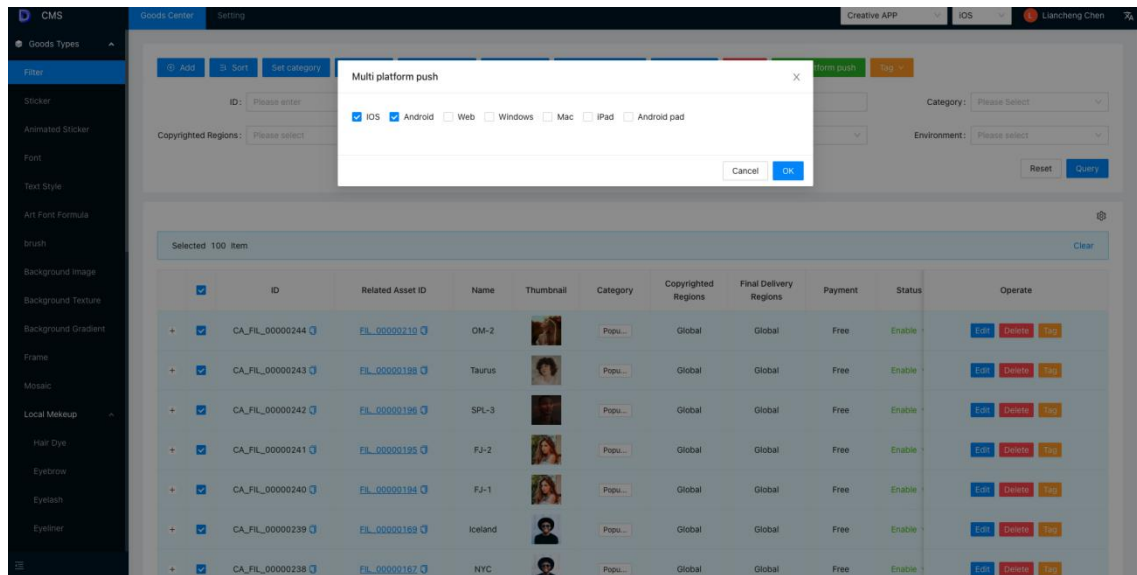


Manual

- You will need to disable the default Auto settings before the synchronization option on the Product Center page will become visible.



- Select the information you want to synchronize as well as the platforms, and click Confirm to make this take effect.



FAQs

About Products

Unable to find an element

Description: When conducting data analysis, there is data in the element data report, but no element ID can be found.

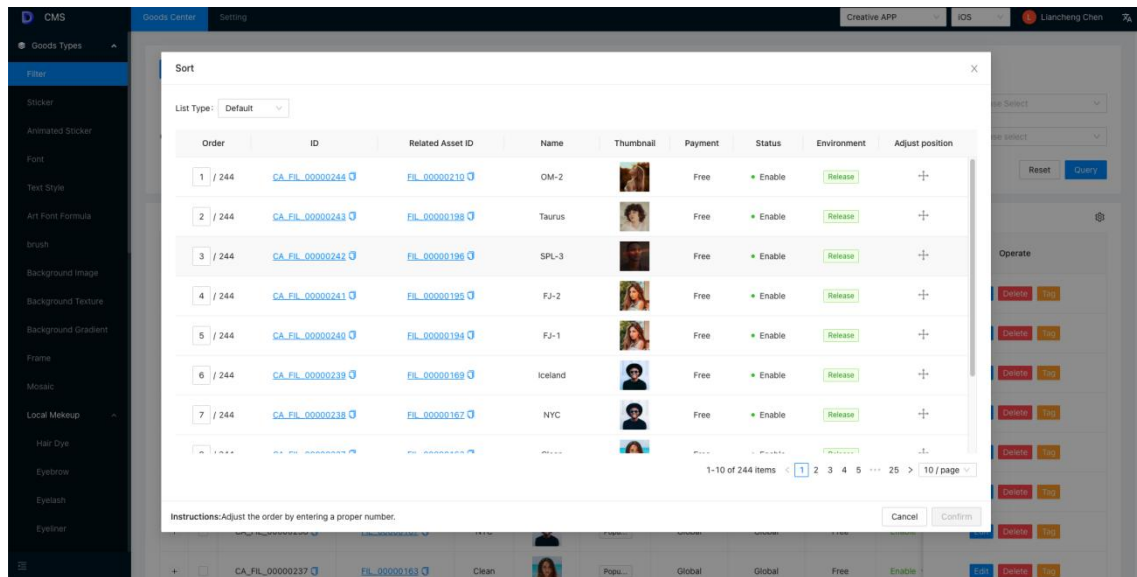
Causes: The element has been removed, but the old version is still in use.

Sorting

There are two ways of sorting products

1. Fill in a number in the box in the Position column, and tap Enter to make the number of the order take effect.
2. Sorting by dragging icons.

After sorting, click Confirm to make the edits take effect.



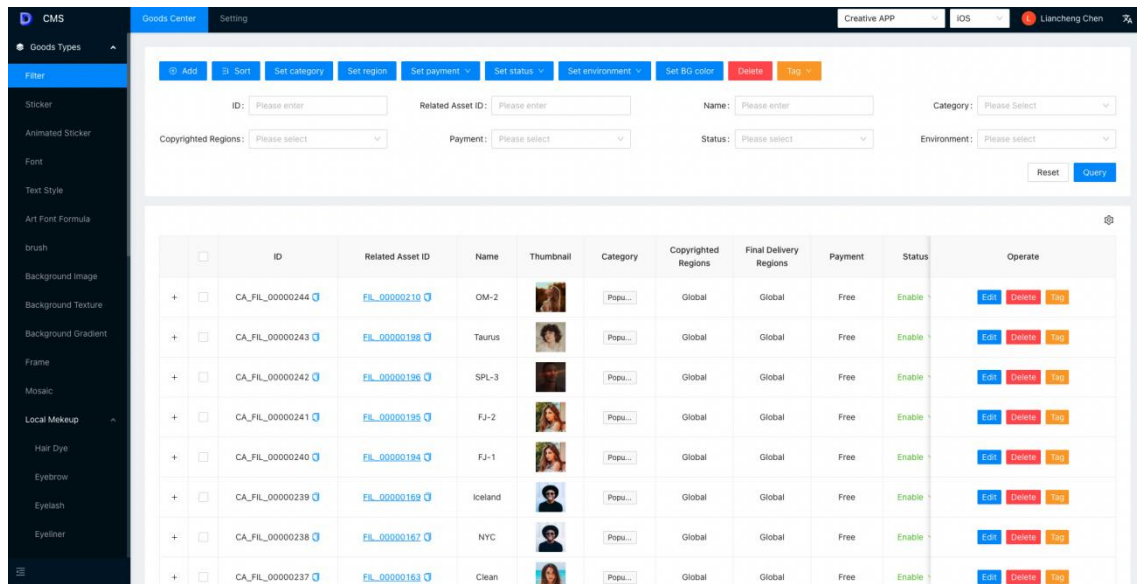
How to determine the distribution area

There are two types of areas: Copyrighted Area and Delivery Area.

- **DAM** controls the Copyrighted Area (which depends on the Copyrighted Area of the element).
- **CMS** controls the Delivery Area (custom).
- You can only set up Copyrighted Area for elements under **DAM**.
- You can set up Delivery Area for products, product categories and product shades under **CMS**.

Check the effective areas on the client end

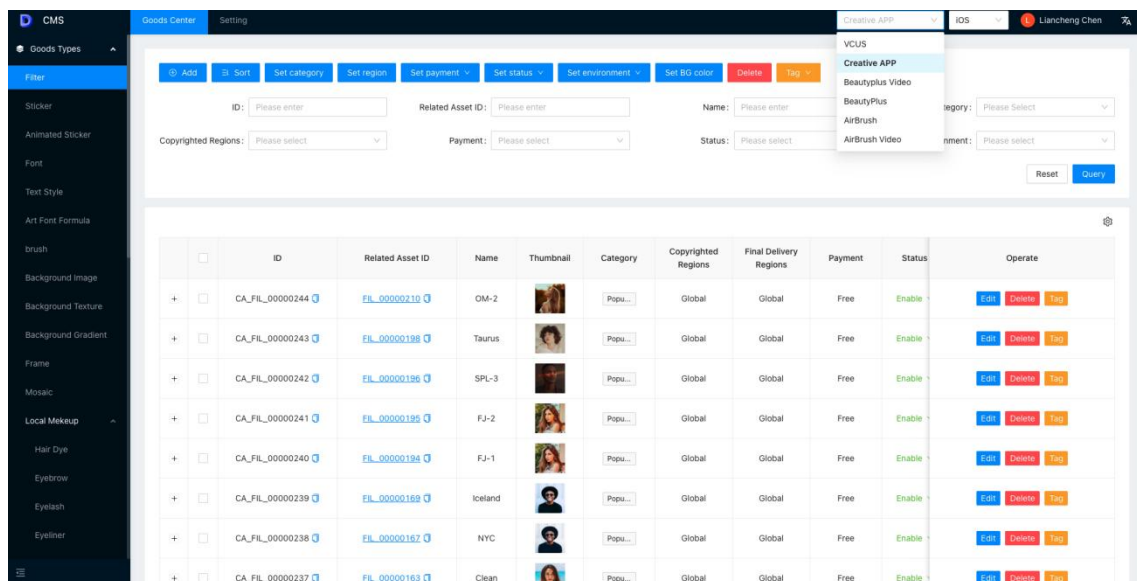
- The content on the client end is what you set up in **CMS**, i.e., the products, product categories and product shades.
- Check the effective areas of product categories and product shades in Delivery Area.
- Check the effective area of products in Final Launch Area.
 - This field is **read-only** and cannot be edited. The value is the real-time value of the intersection of the [Copyrighted Area] and the [Distribution Area] of the product (when this **intersection** is empty, the product will not be distributed).



Platform management

Switch applications and platforms

1. Switch applications or platforms in the upper right corner of the page. Choose an app/platform from the drop-down box and the page will be refreshed.
2. If you don't find the app you want, please check if you have the permission required for that app.
3. If you don't find the platform you need, please check your settings in **Multi-Platform Configuration**.



Multi-platform synchronization

There are two ways of setting up **multi-platform synchronization**

1. Auto (**recommended**): Configure information in one platform and it will automatically be synchronized.
2. Manual: It may happen that the content IDs of multiple platforms are inconsistent due to misoperation. If the content is synchronized, a content of the same ID will be created, which is redundant.