



OUTDOOR
designer store

INSTRUCTIONS

*** Uploading your Products on the Outdoor Designer Store Platform ***

Please find the following instructions to assist you in populating the folders in DropBox.

FOLDER	INSTRUCTIONS
Company Information	About Us: description about your company – max 150 words Logo: (approx. 300x 300 pixels at 72 dpi).
Master SKU Sheet	This is the master excel spreadsheet that is used to upload information onto the ODS Platform. * Product Description required in both long & short * – Short Description should be no longer than 40 words. This will be used under the product name on the platform for quick reference.
Product Images	Place all product images in this folder and name them according to the SKU. They must have a min height or width of 2,000 pixels. Square or rectangle images are acceptable – Example: chair_216.jpeg
Feature Images	These images MUST be 2,560 x 1080 pixels and will be used to promote your brand. File names are not as important as above.
Lifestyle Images	Place all lifestyle images in this folder and name them. Min pixel size of 2,000 pixels.
Resource Centre	Use this folder for any resource file including but not limited to: CAD files • Warranty information • Product Specs • Returns Policy • Information Packs • Videos • This is shown as a downloadable file underneath the product information so that designers can access additional resources.
Swatch Images	If required.
ODS Photoshop Image Template	You can use the Product and Feature Photoshop templates to drop and drag your images into them to ensure the correct settings are used. Ensure that you SAVE AS each time with the correct name of the file before quitting.

If you require any assistance contact: OUTDOOR DESIGNER STORE

1300 123 539 / info@outdoordesignerstore.com.au