

Catalog SOP: How to download an Open Listings Report

10/11/2024 11:17 am CDT



Who is this for? An Amazon seller may request an Open Listings Report to gain to obtain detailed data and insights about the open listings on Amazon.



Objective: To analyze a wide range of data related to their open listings, such as sales performance, customer feedback, pricing information, inventory levels, and advertising metrics. This analysis can help identify patterns, trends, and areas for improvement.

Instructions:

1. Access the “Report” tab from the top menu of Seller Central and select “Inventory Reports” from the selection Menu.

The screenshot shows the Amazon Seller Central interface. On the left, a navigation menu is open, highlighting the 'Reports' section. A sub-menu is displayed, listing various report categories: Payments, Amazon Selling Coach, Business Reports, Fulfillment, Advertising Reports, Return Reports, Custom Reports, Inventory Reports (highlighted with a yellow arrow), and Tax Document Library. The background shows the main dashboard with various metrics and widgets, including 'Ship Orders', 'Buyer Messages', and 'Enroll to FBA'. The URL at the bottom of the screenshot is https://sellercentral.amazon.com/listing/reports/ref=xx_invreport_dnav_xx.

2. On the next page, select “Open Listings Report” from the “Select Report Type” Drop-Down.

Select Report Type:

Batch ID	Date & Time	Date & Time Completed
62019490	5/13/2023 10:35:04 GMT+0800	5/13/2023 10:35:22 GMT+0800 (Irkutsk Standard Time)
56019490	5/13/2023 10:17:18 GMT+0800	5/13/2023 10:17:51 GMT+0800 (Irkutsk Standard Time)
53019490	5/13/2023 10:07:22 GMT+0800	5/13/2023 10:07:39 GMT+0800 (Irkutsk Standard Time)
52019490	5/13/2023 10:05:52 GMT+0800	5/13/2023 10:06:10 GMT+0800 (Irkutsk Standard Time)
51019490	5/13/2023 10:02:45 GMT+0800	5/13/2023 10:03:04 GMT+0800 (Irkutsk Standard Time)

3. If you wish to customize your report, click the “Customize the columns for this report” link and follow the steps on the next page.

Select Report Type: Open Listings Report

Download an Open Listings Report for details about your listing shipping settings. [Learn more](#)

[Customize the columns for this report](#)

Request Report

4. You can customize the report and just select the attributes that you want or you need. Click “Save” once done with the customization.

Report Type: Open Listings Report

Group: All

Available Attributes

- optional-payment-type-exclusion
- scheduled-delivery-sku-set
- Business Price
- Quantity Price Type
- Quantity Lower Bound 1
- Quantity Price 1
- Quantity Lower Bound 2
- Quantity Price 2
- Quantity Lower Bound 3
- Quantity Price 3
- Quantity Lower Bound 4
- Quantity Price 4
- Quantity Lower Bound 5
- Quantity Price 5
- merchant-shipping-group

Add >

< Remove

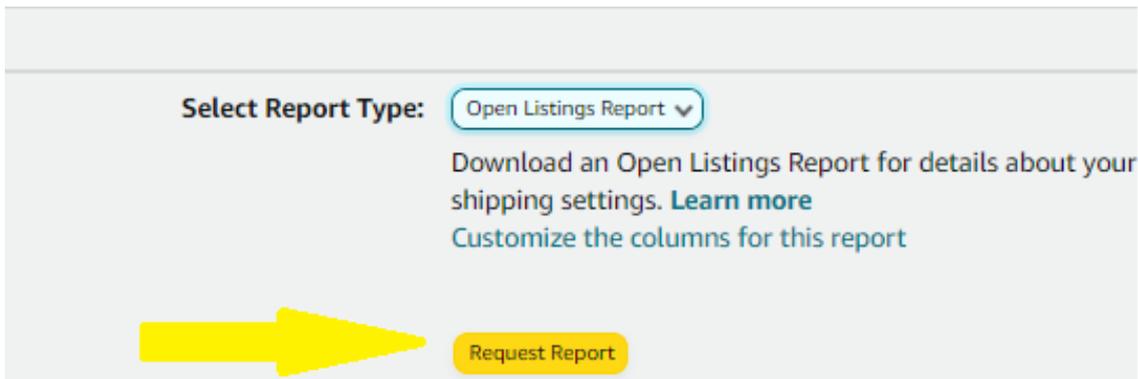
Add All >

Selected Attributes

- seller-sku
- asin1
- item-name
- item-description
- listing-id
- price
- quantity
- open-date
- product-id-type
- item-note
- item-condition
- will-ship-internationally
- expedited-shipping
- product-id
- pending-quantity

Reset Save

5. Return to your Inventory Reports page by clicking the “Inventory Reports” link at the top left of the page. Click the “Request Report” button.



6. The report will appear in the table below, with a “Request Submitted” status. It usually takes only a minute or two to have the report ready.

[Request Report](#)

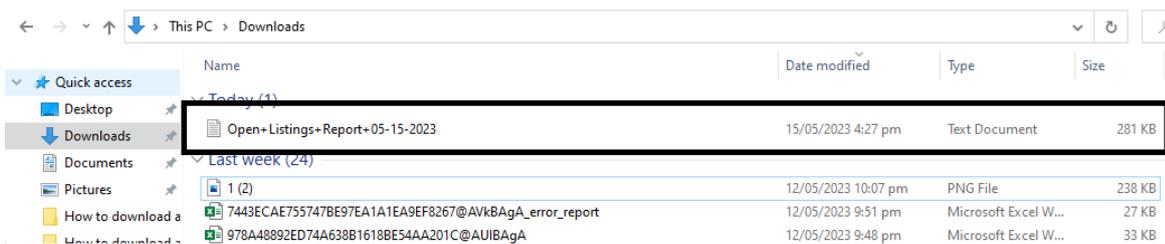
Report Type	Batch ID	Date & Time Requested	Date & Time Completed	Report Status	Download
Open Listings Report	620265019492	5/15/2023 16:24:55 GMT+0800 (Irkutsk Standard Time)	Not Complete	Request Submitted	
Inventory Report	620263019492	5/15/2023 16:02:43 GMT+0800 (Irkutsk Standard Time)	5/15/2023 16:03:04 GMT+0800 (Irkutsk Standard Time)	Ready	Download
Inactive Listings Report	620245019492	5/15/2023 14:22:47 GMT+0800 (Irkutsk Standard Time)	5/15/2023 14:23:05 GMT+0800 (Irkutsk Standard Time)	Ready	Download
Inventory Report	620237019492	5/15/2023 14:02:40 GMT+0800 (Irkutsk Standard Time)	5/15/2023 14:03:01 GMT+0800 (Irkutsk Standard Time)	Ready	Download

7. Once the report is ready for download, the status will change to “Ready,” and a “Download” link will appear. Click the “Download” link to download the report.

[Request Report](#)

Report Type	Batch ID	Date & Time Requested	Date & Time Completed	Report Status	Download
Open Listings Report	620265019492	5/15/2023 16:24:55 GMT+0800 (Irkutsk Standard Time)	5/15/2023 16:25:14 GMT+0800 (Irkutsk Standard Time)	Ready	Download
Inventory Report	620263019492	5/15/2023 16:02:43 GMT+0800 (Irkutsk Standard Time)	5/15/2023 16:03:04 GMT+0800 (Irkutsk Standard Time)	Ready	Download
Inactive Listings Report	620245019492	5/15/2023 14:22:47 GMT+0800 (Irkutsk Standard Time)	5/15/2023 14:23:05 GMT+0800 (Irkutsk Standard Time)	Ready	Download
Inventory Report	620237019492	5/15/2023 14:02:40 GMT+0800 (Irkutsk Standard Time)	5/15/2023 14:03:01 GMT+0800 (Irkutsk Standard Time)	Ready	Download

8. The report will be available in text format.



9. It is advisable to open the report via Excel for easy audit. Sample of Sold Listings Report below is in Excel format.

	A	B	C	D	E	F	G	H	I	J
1	item-name	item-description	listing-id	seller-sku	price	quantity	open-date	image-url	item-is-marketpl	product-id
2					34.99	1000	2023-01-04 12:1		y	1
3					9.99	95	2023-02-27 00:2		y	1
4					16.99	45	2022-12-01 11:0		y	1
5					16.99	42	2022-12-01 11:0		y	1
6					16.98	46	2022-12-01 11:0		y	1
7					16.99	47	2022-12-01 11:0		y	1
8					16.99	47	2022-12-01 11:0		y	1
9					16.99	40	2022-12-01 11:0		y	1
10					16.99	41	2022-12-01 11:0		y	1
11					16.99	50	2023-01-10 08:4		y	1
12					18.99	21	2022-12-01 11:0		y	1
13					16.99	47	2022-12-01 11:0		y	1
14					16.99	44	2022-12-01 11:0		y	1
15					18.99	38	2022-12-01 11:0		y	1
16					18.99	156	2022-12-01 11:0		y	1
17					16.99	47	2022-12-01 11:0		y	1
18					16.99	49	2022-12-01 11:0		y	1
19					16.99	45	2022-12-01 11:0		y	1
20					16.99	44	2022-12-01 11:0		y	1
21					18.99	612	2022-12-01 11:0		y	1