

# Create Products

04/09/2025 12:47 pm CDT

## Overview

Product creation is a vital aspect of efficient inventory management. Skustack provides you with a structured process for assigning unique identifiers to each product you create, ensuring streamlined catalog management. This feature is particularly useful when you receive new items that are not yet in your catalog or when you need to rebrand or refurbish a product. When a new product is created, it will immediately appear in your product catalog.

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## Create Product Module

The **Create Product** module is located within Skustack's **Products** tab and allows you to easily add new products through the Skustack application:

1. Tap the + icon.
  2. Enter the **Product SKU**, **Product Name**, **Product UPC** (not a required field), and **Product Type** (not a required field) manually.  
Once you have filled in the **Product Name**, you can generate a random product SKU. Simply click the **Dice** icon to the right of the Product SKU line, and the product SKU will be generated.
  3. After creating a product, you can [edit product info](#) and [add inventory to bins](#).
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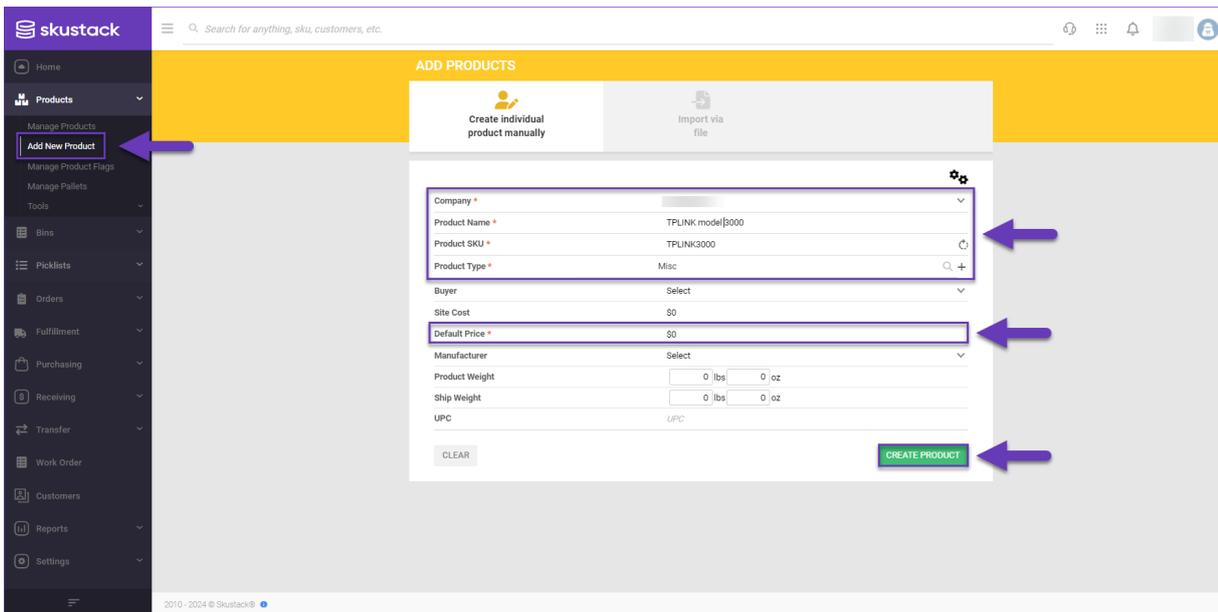
## Create Products

New products can be created through the Skustack Admin portal either individually or in bulk.

### Individually

To create individual products:

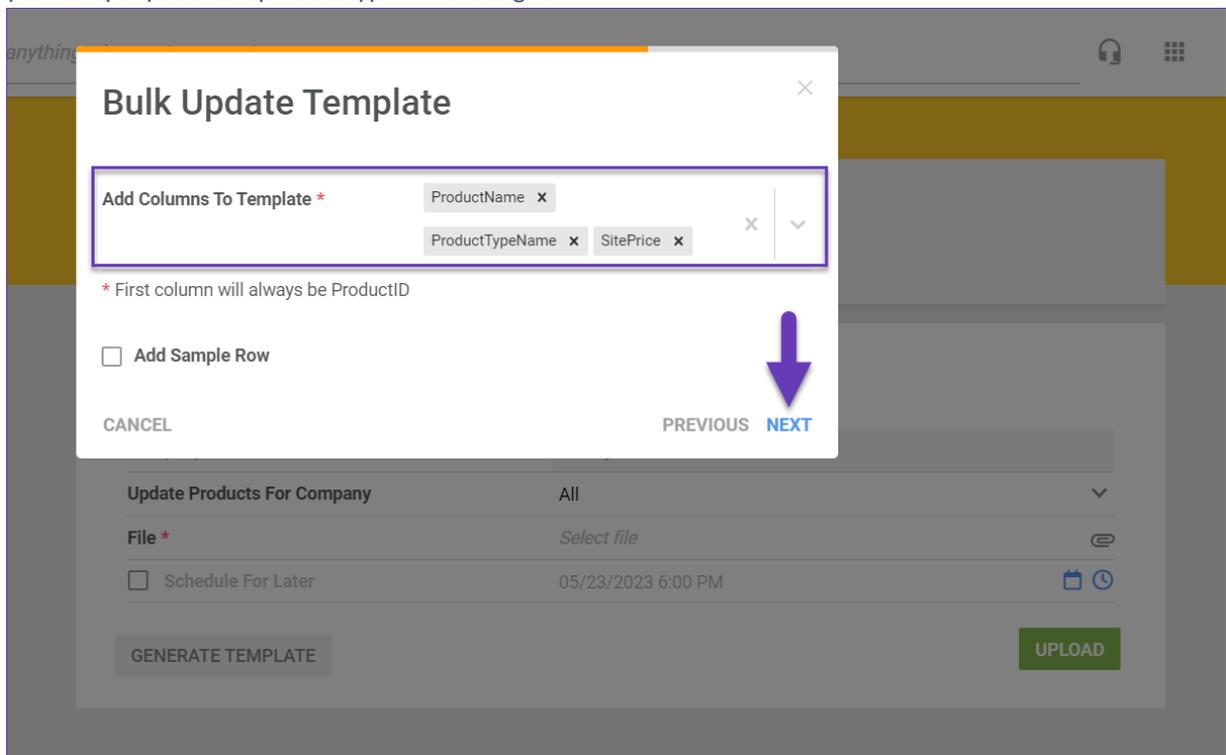
1. Navigate to **Products > Add New Product** and choose the option to **Create individual product manually**.
2. To modify the form and designate mandatory fields, access the [Gear icon](#) in the top-right corner.
3. Fill in the required information:
  - a. **Company**
  - b. **Product Name**
  - c. **Product SKU** – After you have filled in the **Product Name**, you can generate a random product SKU by clicking the [Generate icon](#).
  - d. **Product Type**
  - e. **Default Price**
4. Once done, click **Create Product**.



## In Bulk

The Skustack Admin allows you to create multiple products simultaneously through a file upload. To create product SKUs in bulk:

1. Navigate to **Products > Add New Product**.
2. Select **Import via File**.
3. Click **Generate Template** to choose an existing template or create a new one. The required columns to create SKUs using this tool are **ProductID** and **ProductName**. It is recommended to also include **ProductTypeName**; otherwise, your company's default product type will be assigned.



4. Enable the **Create Products That Don't Exist** option. If you don't want to affect existing products with your import, you should also enable the **Do Not Update Existing Products** option.

5. Select the company where the products should be created. To create products for more than one company, use the **CompanyID** column header in the template file instead.
6. Click the **File** field and select the file from your computer.
7. Click **Upload**.

### ADD PRODUCTS

Create individual product manually Import via file

Create Products That Don't Exist  
 Do Not Update Existing Products

Company For New Product: Thirsty Tea

Update Products For Company: All

File \*: DataImportTemplate\_BulkUpdate.xls

Schedule For Later: 05/23/2023 6:00 PM

GENERATE TEMPLATE → UPLOAD

8. Once the uploaded file is processed, the product/s will be visible in your catalog.