



Sample Request Management

How to request samples for internal users

2023

DESIGN CENTER

DESIGN CENTER DASHBOARD

Tech Spec

Tech Spec: OBTPTEST - TEST STYLE OF OB1101853

Overview

Tech Setup

POM

BOM

Events

Samples

Patterns

Test

Sample Tracking

Sample Request

FIT (2)

Sample Request ID	Fit Eval	Agent	Vendor	Track	Expected Ship Date	Agent/Vendor Sent Date	Sample Received Date	Date in Tech	Carrier
25	Y	SREEKUMAAR TEXIND CO	SREEKUMAAR TEXIND CO	RECE			03/26/2020		
15	Y	SREEKUMAAR TEXIND CO		NEW					

SAMPLES TAB: This shows all samples requested for the style including Fit, Photo, SMS, TOP, Catalog, etc

Find the sample and enter the date received.

MISSING SAMPLE REQUEST: If a sample request is missing. Click here to add one.

ADDING SAMPLE REQUEST: Find the correct sample type you need to add. Enter Agent, Vendor, Color Size and Qty and click "Save".

The newly added request will appear on the Sample Tracking Page. Go there and enter received date.

Tech Spec: OB1006861 - UO PEPPER BIB MINI

Overview

Tech Setup

POM

BOM

Events

Samples

Patterns

Testing and Care

Finishing Details

Attachments

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Delete

Save

Sample Tracking

Sample Request

PROTO (1)

Sample Request ID	Agent	Vendor	Ship To	Color, Size & Qty	Comment	Date Requested
216051	CODDY INTERNATIONAL		HOME OFFICE			01/09/2019
			--Select--			

FIT (0)						
Sample Request ID	Agent	Vendor	Ship To	Color, Size & Qty	Comment	Date Requested
			--Select--			
			--Select--			

ORIGINAL (0)						
Sample Request ID	Agent	Vendor	Ship To	Color, Size & Qty	Comment	Date Requested

**SAMPLE REQUEST TAB:
HOW TO
GUIDE**