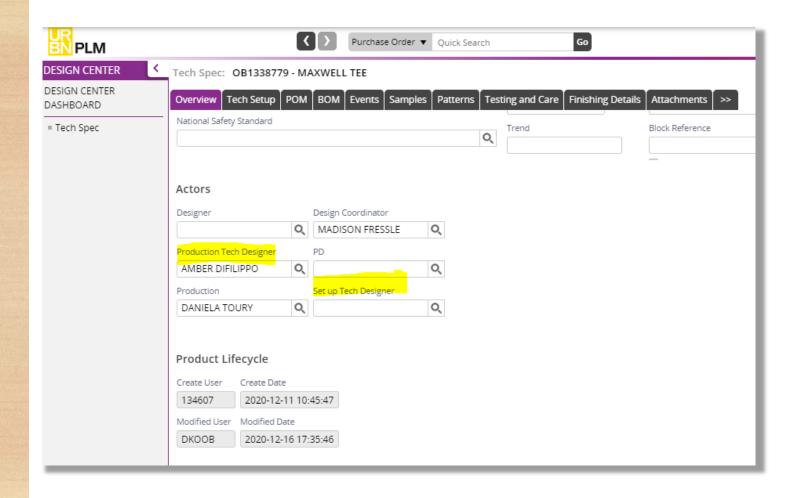# Tradestone Updates 2021-22

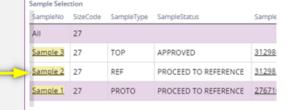URBN TECH DEPT

SET UP TECH DESIGNER FIELD

- Some styles have two TD's. One for Setup and One for Fitting.

- On the overview page, there are two:

  - Setup Tech Designer= Takes and sends setup to vendor

  - Production Tech Designer= Receives 1st and consecutive fit samples

- **NOTE:** Tech Designer on Fit Eval page should be Production Tech Designer

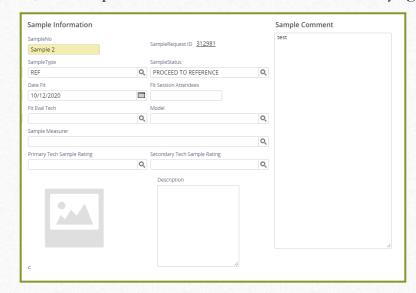# Re-Open Previous Sample Round (Unlock Sample Information)

Steps:
- Click on the Sample # in the Sample Information Section

Sample Selection				
SampleNo	SizeCode	SampleType	SampleStatus	Sample
All	27			
Sample 3	27	TOP	APPROVED	31298
Sample 2	27	REF	PROCEED TO REFERENCE	31298
Sample 1	27	PROTO	PROCEED TO REFERENCE	27671

- Go to More Actions > Unlock Sample Information

More Actions... ▾   View... ▾   Reports... ▾   **Save**

- Initiate Sample
- Update POM As...
- Apply Sort
- Add to Favorites
- Delete Active Sa...
- Delete POM Cod...
- Delete Entire Fit...
- Unlock Sample I...

- This will temporarily unlock the Sample Information. If you make a change, you will be prompted to Save. If you do not make a change and click into another area or Sample #, the Sample information will be locked/read only again.
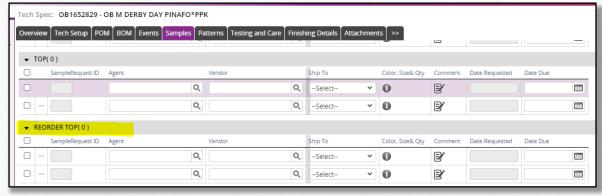
Sample Information

SampleNo: Sample 2
SampleRequest ID: 312981

SampleType: REF
SampleStatus: PROCEED TO REFERENCE

Date Fit: 10/12/2020
Fit Session Attendees:

Fit Eval Tech:
Model:

Sample Measurer:

Primary Tech Sample Rating:
Secondary Tech Sample Rating:

Description:

Sample Comment: test

c

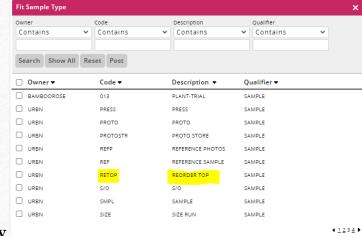- **NOTE:** This does not open the Fit Eval Specs. Only the header information will be editable

New Sample Type: Reorder TOP Sample

When you receive a TOP more than 6 months after the previous TOP approval, create a new fit evaluation as follows:

1. Create **Reorder TOP** Sample Request

2. Create Fit Eval from the Reorder TOP Sample Request.

3. The Reorder TOP Fit Eval will be used for ALL TOP samples, after the first one for all styles. Going forward, there should be only one TOP sample type attached to every fit approved Fit Evaluation.

   a. Be sure to change the Sample Status to Approved for every Reorder TOP Sample that is approved.

   b. **FTY Changes**- If fty has changed on the reorder, the first sample requested on the Fit Evaluation should be a Reference or Fit Sample for the new fty. The second sample can be a Reorder TOP. It is not recommended to proceed directly to TOP or Reorder TOP with a fty that has not produced a fit sample, but that is left to the discretion of the Tech Manager.
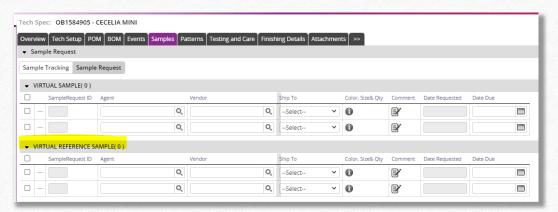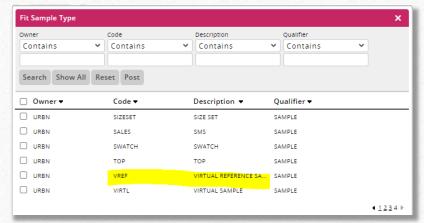

Sample Request

Fit Eval- Sample Type Window

New Sample Type: Virtual Reference Sample

Virtual Reference Samples should be used when design and buying do not need to be included in fit for the next virtual sample.

Example: There were fit/balance changes made that you would like to make sure that vendor followed but design and buying do not need to see it again for major style changes.

Sample Request

Fit Eval- Sample Type Window