



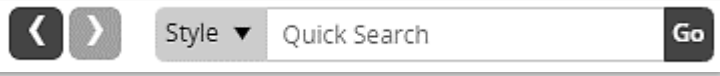
QUICK TIPS!

3 Tips for Searching Styles in Tradestone

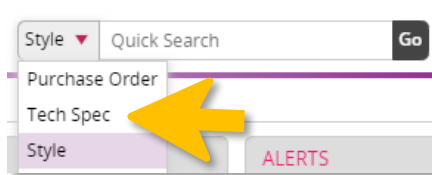
1

Search Style by Quick Search

- Search Style # in the new Quick Search at the top of your dashboard
- You can access this from any screen within the system
- Make sure there is no Space after the style# if copy/pasting into Quick Search



BONUS If viewing via Tech Spec is your preferred screen, you can also search Tech Specs directly from Quick Search

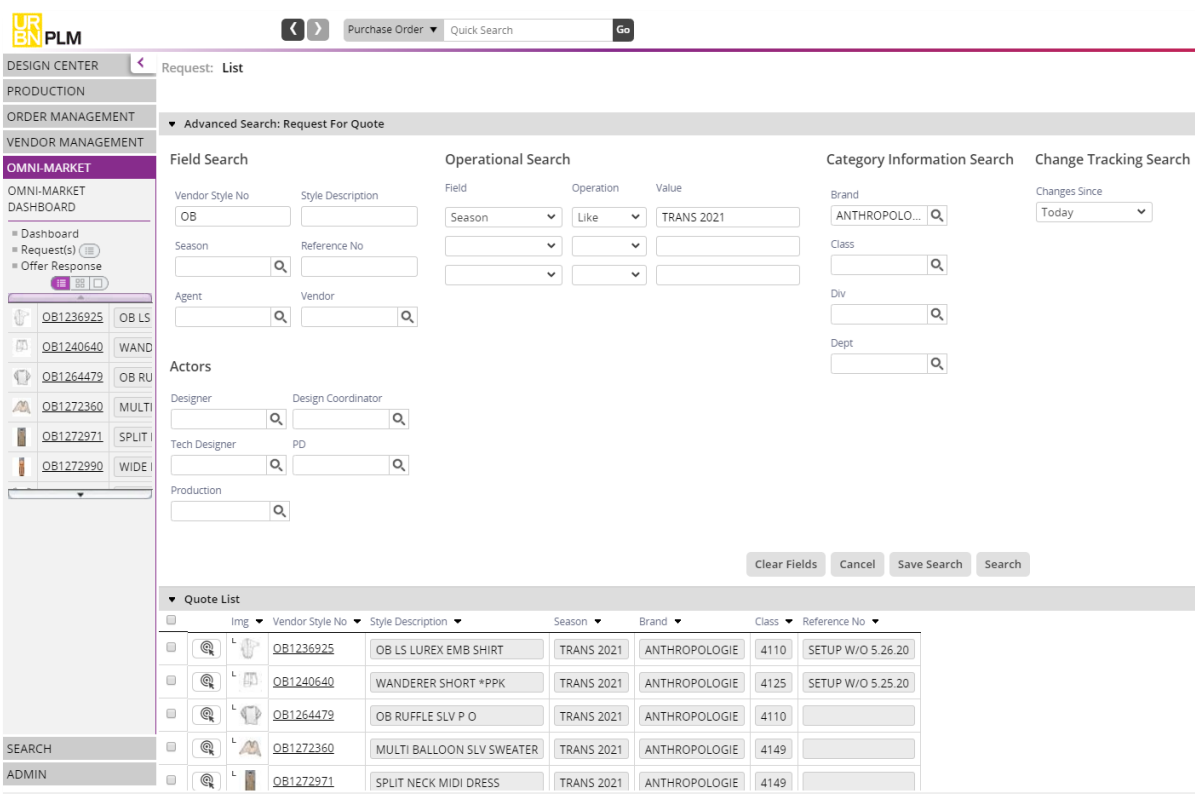


2

Search from Omni- Market

On Left Navigation, Click Omni- Market

- Styles are now referred to as **Request(s)**
- Search for a specific Brand, Season, Vendor Style No. etc....
- Search using Operational Search for available Search Fields
- Search based on **Modified Date** using Change Tracking Search



Your layout might look slightly different depending on your access



Bonus Tips for Searching in Omni- Market

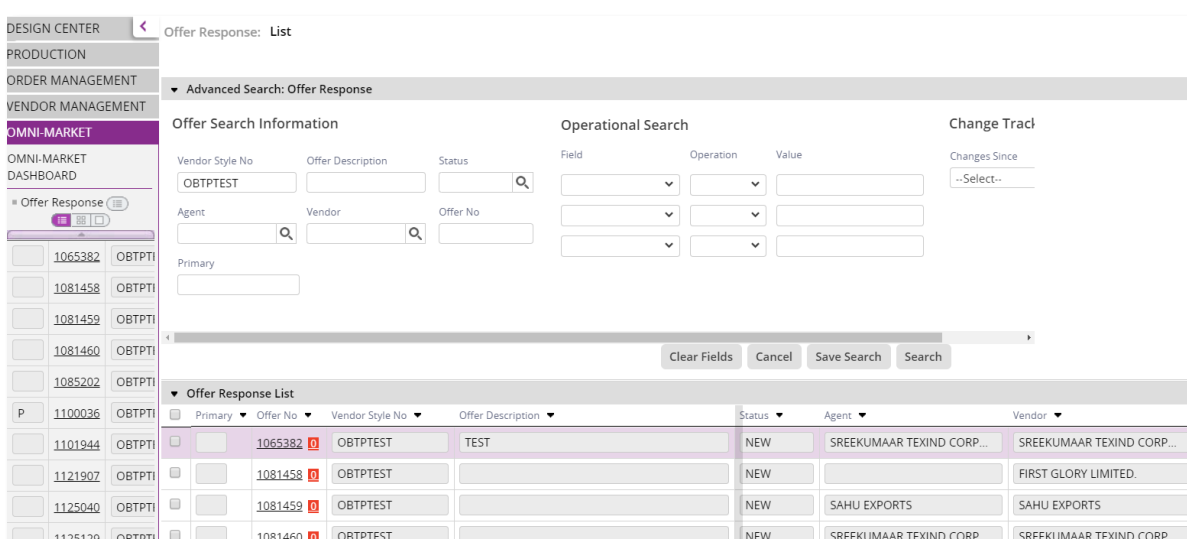


Use the **Saved Search** for frequently used searches or to Pre-define a search for quick access in the future

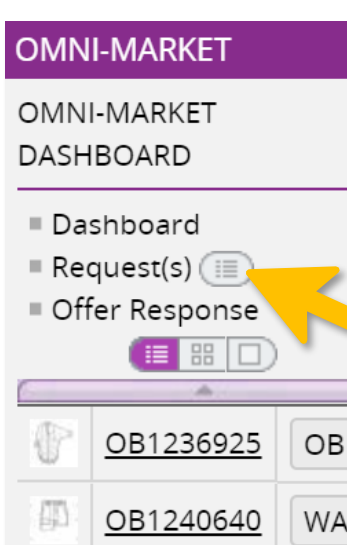


Use **Offer Response** to Search directly for Offers

This is an additional way to search offer information using the Left Navigation Bar



Searching Styles by Omni- Market gives you a **list** of your search results in the Left Navigation Bar. This makes it easy to jump to the next Style (Request)



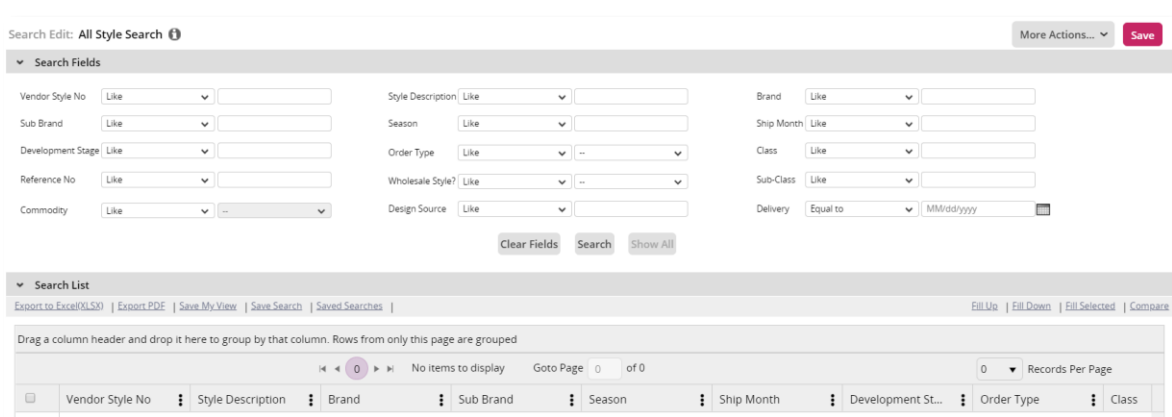
Want to return to the Search List?

Click the Icon next to Request(s) to return to the Search List

3

Search from a Query

- Search for a Style using various queries
- Click the hyperlink/drill down to access the individual Styles



Tradestone updates you want to know...

We are in IT Freeze *Reminder

System changes are locked down from October through the end of the year.

All change requests/minor issues can be submitted and will be worked on in our test environments but will not be available until early 2021.

Feel free to report all issues and change requests to the team during scheduled touchbases and we will add to our list to work on.

Please call out any Critical issue and we will work to address those immediately.

Any questions or issues, please reach out to Tradestonesupport@urbanout.com or create a ticket through the helpdesk at help.urbn.com.