

# Are You Market Ready?

We want you & your team to be market-ready and have a successful season. Here are some best practices/tips to help ensure a smooth season!

- 1 PRODUCT DATA & CUSTOMER MANAGEMENT** ✓  
 DON'T WAIT TOO LATE: WE RECOMMEND REVIEWING & UPDATING DATA 2-3 BUSINESS DAYS IN ADVANCE OF MARKET TO PREVENT ISSUES.
- 2 IMAGE MANAGEMENT** ✓  
 CHECK ITEMS TO MAKE SURE THEY HAVE IMAGES
- 3 SHOWROOM/ADMIN MODE** ✓  
 ENABLE YOUR REPS TO SELL TO ALL CUSTOMERS  
 → **SHOWROOM MODE** ALLOWS REPS TO SEE ALL CUSTOMERS  
 → **ADMIN MODE** ALLOWS REPS TO SEE ALL CUSTOMERS & ALL ORDERS
- 4 MANAGE REP LICENSES** ✓  
 CHECK YOUR LICENSES  
 → SALES REPS NEED A STANDARD LICENSE TO SUBMIT ORDERS
- 5 UPLOADING DIGITAL FLIPBOOKS** ✓  
 DON'T WAIT TOO LATE: FLIPBOOKS TAKE TIME TO CREATE & TAKE TIME TO PROCESS. UPLOAD YOUR FLIPBOOKS 5-7 BUSINESS DAYS IN ADVANCE OF MARKET.  
 → TAG ITEMS IN YOUR BOOK FOR REPS TO SELL. DON'T FORGET TO PUBLISH!
- LANDING PAGE IMAGES** ✓  
 UPDATING YOUR LANDING PAGE IMAGES? UPLOAD THEM IN ADVANCE FOR THE BEST EXPERIENCE.

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  - **NEW USERS** WILL SEE IMAGES RIGHT AWAY
  - **EXISTING USERS** MAY NEED TO REINSTALL THE APP IF THE IMAGES DON'T SHOW WITHIN 48 HOURS OF UPLOADING NEW IMAGES.
  - **BEFORE A REINSTALL** MAKE SURE TO EMAIL UNSUBMITTED ORDERS PRIOR **AND** DISABLE iCloud BACKUP
- 7 SYNC/REFRESH DATA** ✓  
 SYNC-UP & REFRESH DATA  
 LOADING A NEW BRAND MAY TAKE SOME TIME, HAVE REPS **SYNC-UP IN ADVANCE**.  
 → IN A TIGHT SPOT? REPS WITH A STANDARD LICENSE CAN ALSO USE APP.REPZIO.COM TO PLACE ORDERS.  
 → **REFRESH DATA** DATA NOT QUITE RIGHT? REFRESH DATA TO SAVE THE DAY!
- 8 BADGE SCANNING READY** ✓  
 GET YOUR SCAN ON! THE QR CODE WILL APPEAR ONCE ENABLED AND ON THE MOST CURRENT VERSION OF REPZIO.

Check out our resource center for more information  
[support@repzio.com](mailto:support@repzio.com)