



## PASSIONATE ABOUT WEBSITES (PTY) Ltd

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### Basic Product Information – quick list

Please provide us with three to five products, each with the following information:

1. Category – for each category, we will also need a 512px X 512px picture at 96dpi (all pictures at 96 dpi).
2. Title (of the product) – not too long...
3. Featured Picture, 512px X 512px. A nice free program for cropping, resizing, and adding a canvas to pictures is FastStone Photo Resizer. You may download a copy at <https://www.faststonesoft.net/DN/FSResizerSetup43.exe> . Also, have a look at <https://www.xnview.com/en/> - this program allows for transparent backgrounds, which could be useful if you have non-standard background colours on your website. The best free application we could find thus far for removing backgrounds is <https://www.photoroom.com/tools/background-remover>.
4. Additional pictures if you want, also the same size (512px X 512px)
5. Short description – this will show next to the product photo and can be the same for all your products (e.g., something like “We provide the best quality products with the most attention to detail.”)
6. Description (include eg dimensions, actual weight if applicable)
7. Price
8. Sales price if you want (if it is on special)
9. Dimensions in CM (W X H X L) for shipping purposes – customers won't see this, but we need it to calculate shipping.
10. Shipping Weight in KILOGRAMS –an INFLATED (to make provision for packaging materials) Actual Weight (add about 45%-50% to actual weight – best practice is to keep a sheet with dimensions and weight before and after packing for each order, and set your inflated weight to the average of that.).
11. Quantity in stock (unless you make the items on order ONLY – we will then have to indicate that items are made on backorder only).
12. Will you allow persons to order the same item on backorder, or only sell what you have in stock?
13. Variable products – this is where customers can select from, e.g., size/colour/packaging quantity, etc. If your product is variable, also provide the attribute name (eg, Colour) and then the attributes customers can select from, e.g., Blue|Red|Green (use the piping character to separate the different options). Another attribute could be Size, e.g., SMALL|MEDIUM|LARGE. If you have different pictures for each of those, also include that, please. Also, pricing and weight, if applicable. EG tablets could come in packaging of 50, 100, 200, and they will have different photos, sizes, weights, and prices.
14. SKU – a Unique identifier for each product. Something like an ISBN for a book...

Please email all to [webmaster@passionateaboutwebsites.co.za](mailto:webmaster@passionateaboutwebsites.co.za). Please ask away should you have any questions. You are welcome to WhatsApp or email your immediate supervisor with any questions, or reach out to me via WhatsApp text or email below.

Kind regards,

Riaan

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