Tillys Catalog Upload Template Instructions

1. SKU = Vendor Sku used to match records in the Catalog Template to the items in DSCO. Must match Sku in DSCO to update catalog data. The assortment should have already been loaded into DSCO with inventory using EDI 846 or other integration.
2. UPC = vendor UPC
3. Ean = Populate this column instead of UPC if you use international EAN codes, otherwise, leave blank.
4. GTIN = Populate this column if you use GTIN otherwise, leave blank
5. Title = the name of the product
6. brand = Brand name for the product
7. quantity_available = Stock available for this SKU
8. status = "in-stock" for all assortment items
9. warehouse_dsco_id_1 = This is an ID generated by Dsco when a warehouse is created within the system.
10. warehouse_code_1 = DSCO warehouse code entered when the warehouse was set up in DSCO
11. warehouse_quantity_1 = quantity available in warehouse.
12. product_group – Critical field used to group items together and to name images. Limited to 15 characters. All sizes of a STYLE-COLOR should have the same value in this field. Example:

L	M
product_group	product_title
String 15 character limit	String
1981910-BLCK	EXAMPLE BLACK T-SHIRT - S
1981910-BLCK	EXAMPLE BLACK T-SHIRT - M
1981910-BLCK	EXAMPLE BLACK T-SHIRT - L
1981910-BLCK	EXAMPLE BLACK T-SHIRT - XL
1981915-RED	EXAMPLE RED T-SHIRT - S
1981915-RED	EXAMPLE RED T-SHIRT - M
1981915-RED	EXAMPLE RED T-SHIRT - L
1981915-RED	EXAMPLE RED T-SHIRT - XL

13. product_title = title of the product
14. product_status = "active" for all items in the catalog template
15. product_availability_start_date – UTC Format. Items will import after the start date : example: 2025-03-25T06:00:00-07:00
16. product_availability_end_date – UTC Format. example: 2026-03-25T06:00:00-07:00
17. description= full description that describes the Sku
18. short_description = shortened description of the Sku
19. long_text_description = Full, text only description of the Sku. This is the copy to be used as the product description on the website.
20. short_text_description = shortened, text only description of the product

21. attribute_name_1 = the name of attribute 1. All records in the catalog upload file need to have this field set to "Tillys_Category"
22. attribute_value_1 = Tillys Category code for the product from the list of Tillys set up codes.
23. size_primary_nrf_code = leave blank if sending Tillys size codes
24. size_primary_description = Tillys Size codes (S, M, L, XL, XXL, or numeric sizes)
25. color_primary_nrf_code = leave blank if sending Tillys color codes from the list of Tillys set up codes.
26. color_primary_description   = Tillys Color Code and Description.
    Example:

	199 WHT/GRAY
1	200 BLUE
2	201 PERIWINKLE
3	204 SLATE BLUE
4	205 STORM BLUE
5	206 OCEAN
6	207 SAPPHIRE
7	210 NAVY
8	211 NAVY COMBO

27. cost = numeric cost of the product, 2 decimal place maximum, no $ sign and no formulas
28. msrp = numeric price of the product, 2 decimal place maximum, no $ sign

Be sure to delete the example records from the file before attempting to upload the file.

After you upload the file, you will see a banner at the top of your screen with the status of your upload. If you have upload failures, click on Finished to get a detailed error log of the upload

Mar 11, 2025, 10:09:44 AM PDT	0:00:55	Finished	0 Succeeded 73 Failed 2 Ignored

If the upload is a success, there will still be a couple of failures for the header records in the file:

START TIME	DURATION	STATUS	RESULT
Mar 11, 2025, 12:02:54 PM PDT	0:00:56	Finished	72 Succeeded 1 Failed 2 Ignored