

2020 CATALOG

Step 1:

• Under the presentation tab select "Reports"

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Perspective View View View View	Named Views	Drawing Quick Reports Unawing Quick Reports Usynut Price Manager
	Rendering	Reports
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Step 2:

 In the Report Dialog box select "Cabinet List" and click "ok"
Report Dialog box

Application Integration	^	OK
Quote		
Items by Section		Canad
Cost/Sell		Cance
Item List	_	
Cabinet List		
Order Form		
Cut/Door List		
Contract		
Installation		
Countertop Plan		
Lighting Plan		
Lighting Report	\sim	

Step 3:

• Under Nomenclature select "Manufacturer Codes"

			-		×
Pricing	Headers	Footers			
Cabinet I	ist		_		^
Base/Wa	I/Tal 💌				
Manufac	turer codes	Y			
	Pricing Cabinet I Base/Wa Manufac	Pricing Headers Cabinet List Base/Wal/Tal • Mandacture codes	Pricing Headers Footers Cabret List Base/Wal/Tal Manufacture codes	- Pricing Headers Footers Coloret List Base/Wal/Tal V Manufacturer codes V	

Step 4:

• At the top of the report click "Export" and select the "TSV" option

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	Export Export			-		X	-
	Text format					•	
	Excel format PDF format						
	HTML format RTF format						
	TIFF format CSV format					- 16	h
	TSV format					- 6	
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Step 5:

 Select where on your desktop you would like the TSV. file to be saved. Name the file and click
 "Save"

Step 6:

• Log in to your dealer portal and under the navigation panel select "Saved Carts"

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r Ø	Saved Carts Payment Center Make Claim	Premier Series

Step 7:

• Click on the "Select File Upload"

Upload Your Export
Have an exported 2020, ProKitchen, or RFQ design? Convert it into a saved cart using our upload tool!
Get Started

Step 8:

• Select the TSV file from your desktop

Testtt.tsv	\odot
testvtest.tsv	\odot
isvtest.tsv	\odot
 tt.tsv 	\odot

Step 9:

• Once uploaded you will see the file has been converted into a saved cart

Have an exported 2020, ProKit	Upload Your Export Ichen, or RFQ design? Convert it into a saved cart using our upload tool!
	Upload Another File Uploade File: TestYNtens fil.tov
	Need help? Check out our exporting & uploading guid
G TestYNitems (1).tsv has been converted into a saved cart	

Step 10:

• To get the pricing click the 3 dots on the right side and then select "load"





2020 CATALOG

Create Multiple Copies of a Catalog

Step 1:

• If you haven't done so already install the original version of the Catalog via Catalog Manager. Do not rename the original Catalog Zip File, you will rename additional copies. If you rename the original, the system will report it has installed but it will not show up in your Catalog Listings in the Design Program.

Step 2:

• Go back to Catalog Manager and select Rename a Catalog.

Step 4:

- Rename your second catalog.
- 2020 Rules for Naming Catalogs:
 - Maximum of 8 characters.
 - No spaces or punctuation.
 - Underscores are acceptable ie: KC_VER01 (underscore counts as character)

Note: For KCD-maintained catalogs, add a 2 or 3 to the name to avoid overwrites during updates. Avoid using letters, as they may conflict with our updates. Feel free to create your own naming system, following the 2020 rules.

Catalog :			OK
KCD-24-1_1 - K	CD - Kitchen Cabin	et Distrit 🗸	Cancel
Rename :			
KCD-1			



Step 3:

• Select the Catalog you want to Rename from the drop down.



Step 5:

• Reinstall the original Catalog. You will now have 2 Catalogs. Repeat the process for as many copies of the Catalog(s) as you desire.

For support with 2020 please contact: https://www.2020spaces.com/support/