



## Adding Size Categories

A **Size Category** is used to further define the LIM/TAMCN.

1. In the DPAS Warehouse Management module, navigate to **Size Category** from the **Catalog Mgmt** menu – The Results Grid displays all available current size categories.
2. Select the **Add** button – The **Add Size Category** pop-up displays.
3. Enter the **Size Category**.
4. Enter the **Size Category Desc** (Description).
5. Select the **Add / Remove Remarks** to add optional remarks.
6. Select the **Add** button to complete the process – The new record displays in the Results Grid.

The screenshot shows the 'Size Category' management interface. At the top left, there is a 'Size Category' header with a '+ Add' button circled in blue with the number '2'. Below this is a table with columns 'Size Category' and 'Size Category Desc'. The table contains two rows: 'BOOTS, WW' with description 'BOOTS, WARM WEATHER', and 'GLOVES' with description 'GLOVES'. Each row has 'Edit' and 'Delete' buttons. At the bottom of the table, there are navigation controls and a '10 items per page' indicator. An 'Add Size Category' pop-up window is open in the foreground. It has a title bar with a close button. Below the title bar is an 'Instructions' dropdown. The main content area has a 'Size Category' label followed by a text input field containing 'BOOTS, CW'. Below that is a 'Size Category Details' section with two required fields: '\* Size Category' (containing 'BOOTS, CW') and '\* Size Category Desc' (containing 'BOOTS, COLD WEATHER'). There is also an 'Add / Edit Remarks' link. At the bottom of the pop-up, there are 'Add' and 'Cancel' buttons, with the 'Add' button circled in blue with the number '6'.

The **Size Category** must be between 1 and 25 alphanumeric characters. The **Size Category Description** must be between 1 and 125 alphanumeric characters.



# Updating Size Categories

1. In the DPAS Warehouse Management module, navigate to **Size Category** from the **Catalog Mgmt** menu – The Results Grid displays all available current size categories.
2. Select the **Edit** button for the Size Category to update – The **Update Size Category** page displays.
3. Make any necessary changes.
4. Select the **Add / Edit Remarks** hyperlink to add any optional remarks.
5. Select the **Update** button – The revised Size Category displays in the Results Grid.

| Size Category |  | + Add           | ⚙ Grid Options ▾     |
|---------------|--|-----------------|----------------------|
|               |  | Size Category ▲ | Size Category Desc ▼ |
|               |  | BOOTS, CW       | BOOTS, COLD WEATHER  |
| <b>2</b>      |  | BOOTS, HW       | BOOTS, HOT WEATHER   |
|               |  | GLOVES          |                      |

### Update Size Category

Instructions

Size Category

Size Category Details

\* Size Category  
BOOTS, WW

\* Size Category Desc  
BOOTS, WARM WEATHER

Add / Edit Remarks

Remarks

History Remarks  
CHANGED FROM HOT WEATHER TO WARM WEATHER

**5** Update Cancel





## Deleting Size Categories

1. In the DPAS Warehouse Management module, navigate to **Size Category** from the **Catalog Mgmt** menu – The Results Grid displays all available current size categories.
2. Select the **Delete** button for the Size Category to remove – The **Confirm Delete** pop-up displays.
3. Enter optional **History Remarks**.
4. Select the **Delete** button – The Size Category is removed from the Results Grid.

| Size Category |        | + Add         | Grid Options        |
|---------------|--------|---------------|---------------------|
|               |        | Size Category | Size Category Desc  |
| Edit          | Delete | BOOTS, CW     | BOOTS, COLD WEATHER |
| Edit          | Delete | BOOTS, WW     | BOOTS, WARM WEATHER |
| Edit          | Delete | GLOVES        | GLOVES              |

10 items per page 1 - 3 of 3 items

**Confirm Delete**

Instructions

Delete Size Category

**Are you sure you want to delete this Size Category?**

History Remarks

REMOVED - WILL BE REPLACED BY CATEGORIZED GLOVES

Delete Cancel

**History Remarks** are optional, but it could be important information when processing a history inquiry.

