



Style Folder Overview User Guide V8

CONFIDENTIAL

DO NOT COPY OR RE-DISTRIBUTE WITHOUT PRIOR
WRITTEN CONSENT FROM GERBER TECHNOLOGY LLC

YuniquePLM ©2019 Gerber Technology LLC

The information in this document is copyright protected. No part of this manual may be copied or reproduced in any form without prior written consent from Gerber Technology LLC.

GERBER TECHNOLOGY LLC SHALL NOT BE LIABLE FOR OPERATIONAL, TECHNICAL OR EDITORIAL ERRORS/OMISSIONS MADE IN THIS MANUAL.

The information in this document may be subject to change without prior notice. YuniquePLM is a registered trademark of Gerber Technology LLC.



601 West 26th Street, Suite 1900, New York, NY 10001

USA, 1-212-868-7795 or 1.800.321.2448

International 1.860.871.8082

CONFIDENTIAL

DO NOT COPY OR RE-DISTRIBUTE WITHOUT PRIOR WRITTEN CONSENT FROM GERBER TECHNOLOGY LLC.

Contents

Overview	1
Style Folder Overview – List View	1
Style Folder Overview – Large & Medium Thumbnail View	2
Style Folder Overview – Calendar View	3
Style Folder Overview – Variation Folder View	4
Creating a New Style	5
Scenario #1 – Using the Development Calendar	5
Scenario #2 – Using Workflow Pages	8
Search	9
Copy Style	10
Variation Folder	12
Style Header –Edit a Style Set	16
New Variations	17
Rename a Variation	19
Add a Size Class	20
Development Calendar	22

CONFIDENTIAL

DO NOT COPY OR RE-DISTRIBUTE WITHOUT PRIOR WRITTEN CONSENT FROM GERBER TECHNOLOGY LLC.

Overview

One of the primary functions of **YuniquePLM™** is to create organized folders for new product data, otherwise known as a Style Folder. Styles could be any product category that is planned and developed for either a retail or wholesale chain. A Style Folder contains all of the detailed information related to the product being developed. For example, all information related to constructing the product, measuring the product, and even packaging the product for shipping could be contained within the Style Folder. To see details for a particular Style Folder function, please refer to its specific user guide.

Select the **Style icon** within the ribbon to access the *Style Folder*. All of the existing calendars will appear in a list view within the Style folder main page.

Style Folder Overview – List View

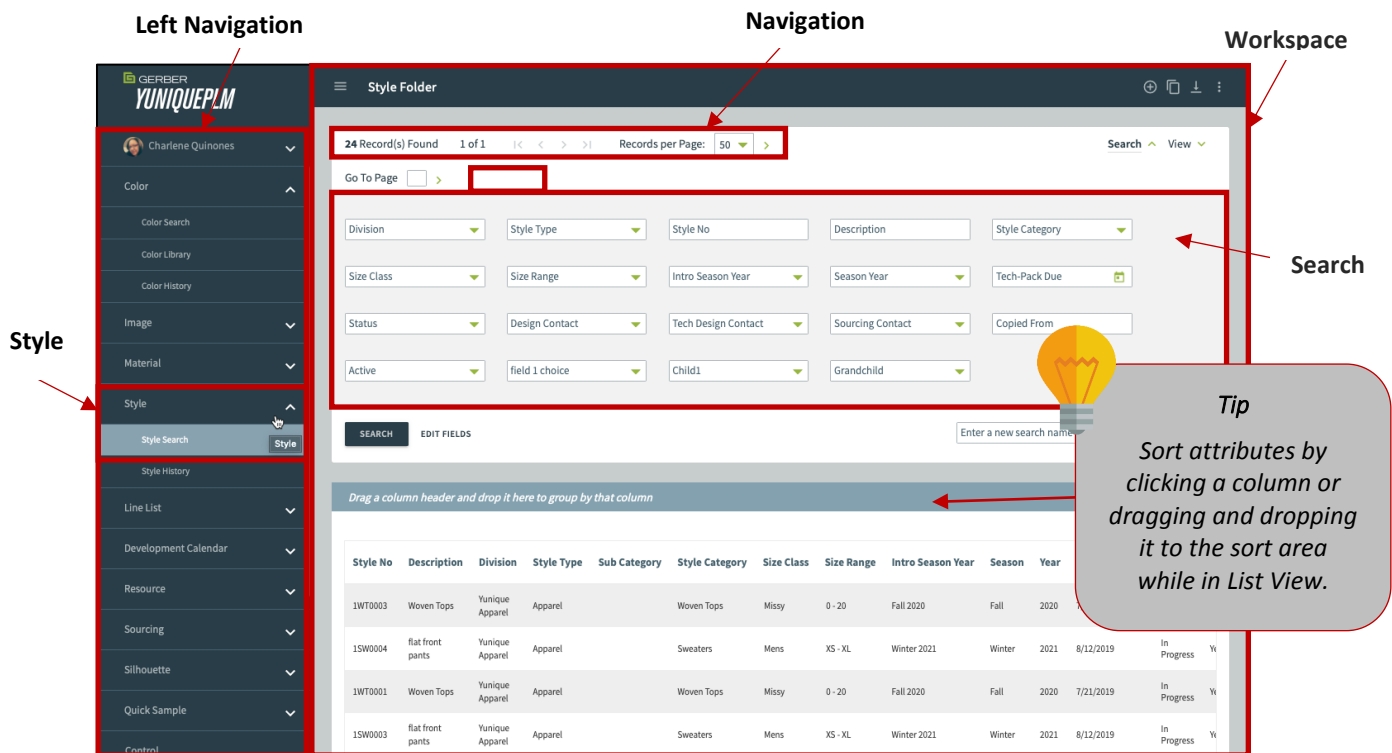


Figure 1 - Style Folder List View

The Style view contains a left navigation bar and a workspace area. The workspace area displays each of the options in the left navigation bar (*stated below*).

The **left navigation bar** contains several options, and each is shown within the workspace.

- **Style Search:** Lists available styles previously created and saved using the search criteria.
- **Style History:** Quickly access recently viewed styles.

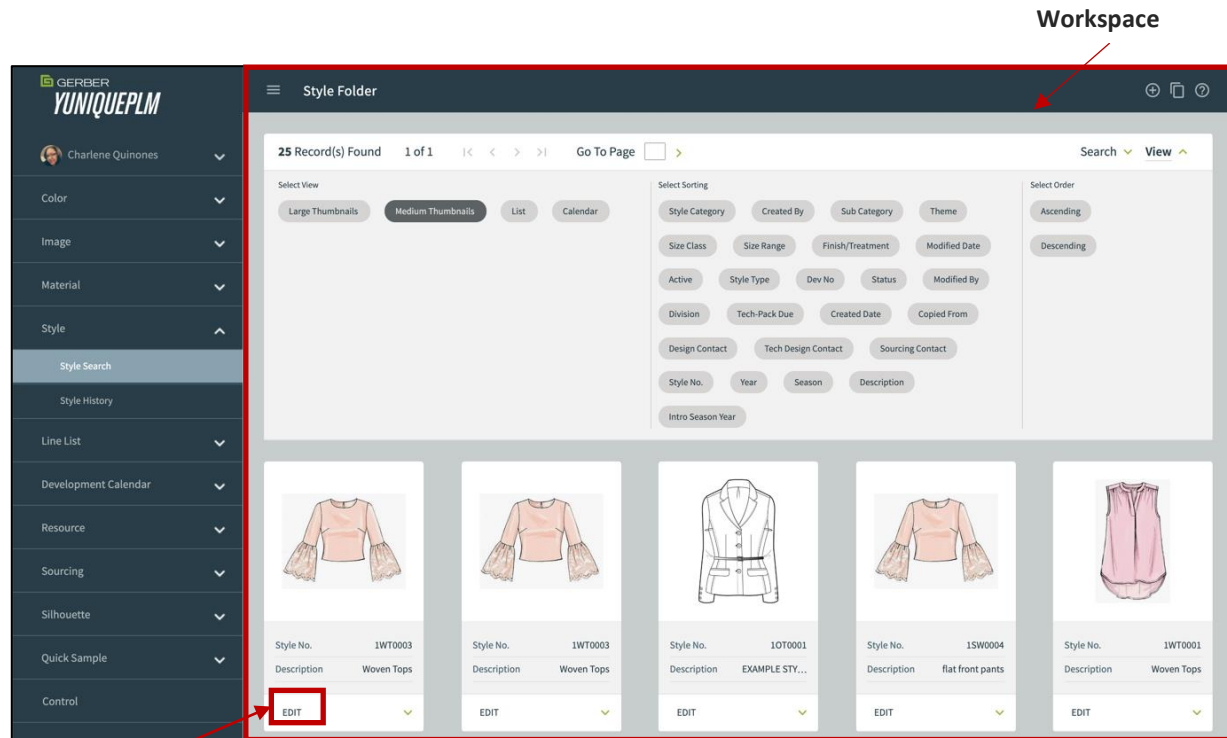
The **workspace** contains:

- **Search Fields:** Locate specific attributes using the various search fields.
- **Navigation arrows:** View entries on multiple pages using the green arrows.

Style Folder Overview User Guide V8

Style Folder Overview – Large & Medium Thumbnail View

The thumbnail view is similar to the list view as it contains the same content within the left navigation bar. However, the workspace area differs.



Edit

Figure 2 - Style Folder List View

The **workspace** contains:

- **Image:** Preview every style's image for a more accessible selection.
- **Edit Button:** Access and modify the style entry's property page.

Style Folder Overview User Guide V8

Style Folder Overview – Calendar View

The Calendar provides a snapshot of the process due dates and the assignee.

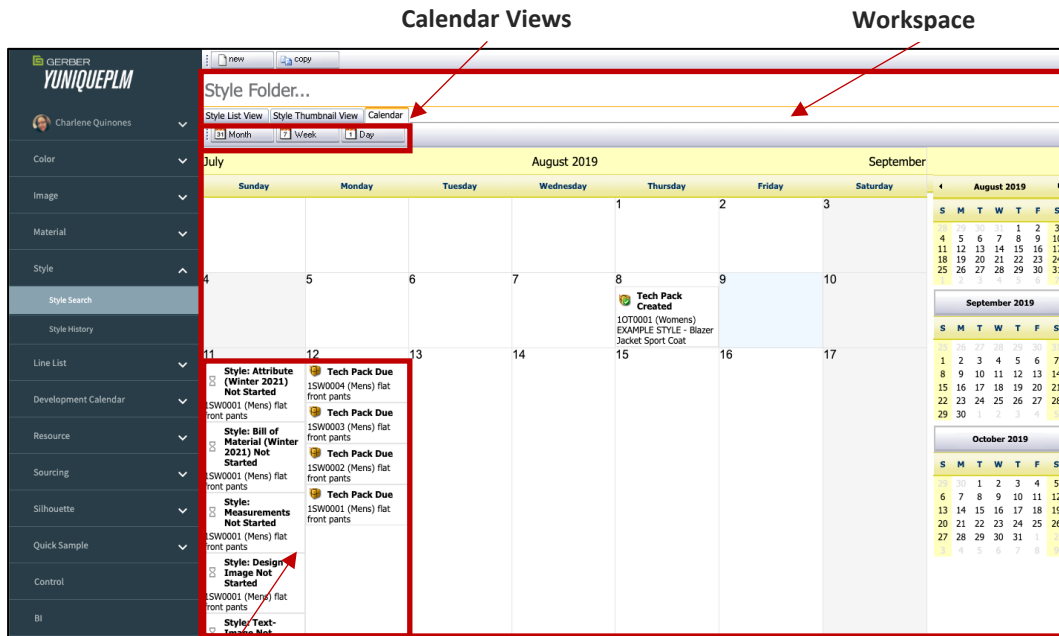


Figure 3 - Style Folder Calendar View

Style Workflows

The **workspace area** allows the user to access the daily, weekly, or monthly view and the style workflow pages.

Style Folder Overview User Guide V8

Style Folder Overview – Variation Folder View

The Style's Variation folder contains various status icons for each workflow within the left navigation bar. Each status icon indicates an action that has occurred with a particular workflow page.

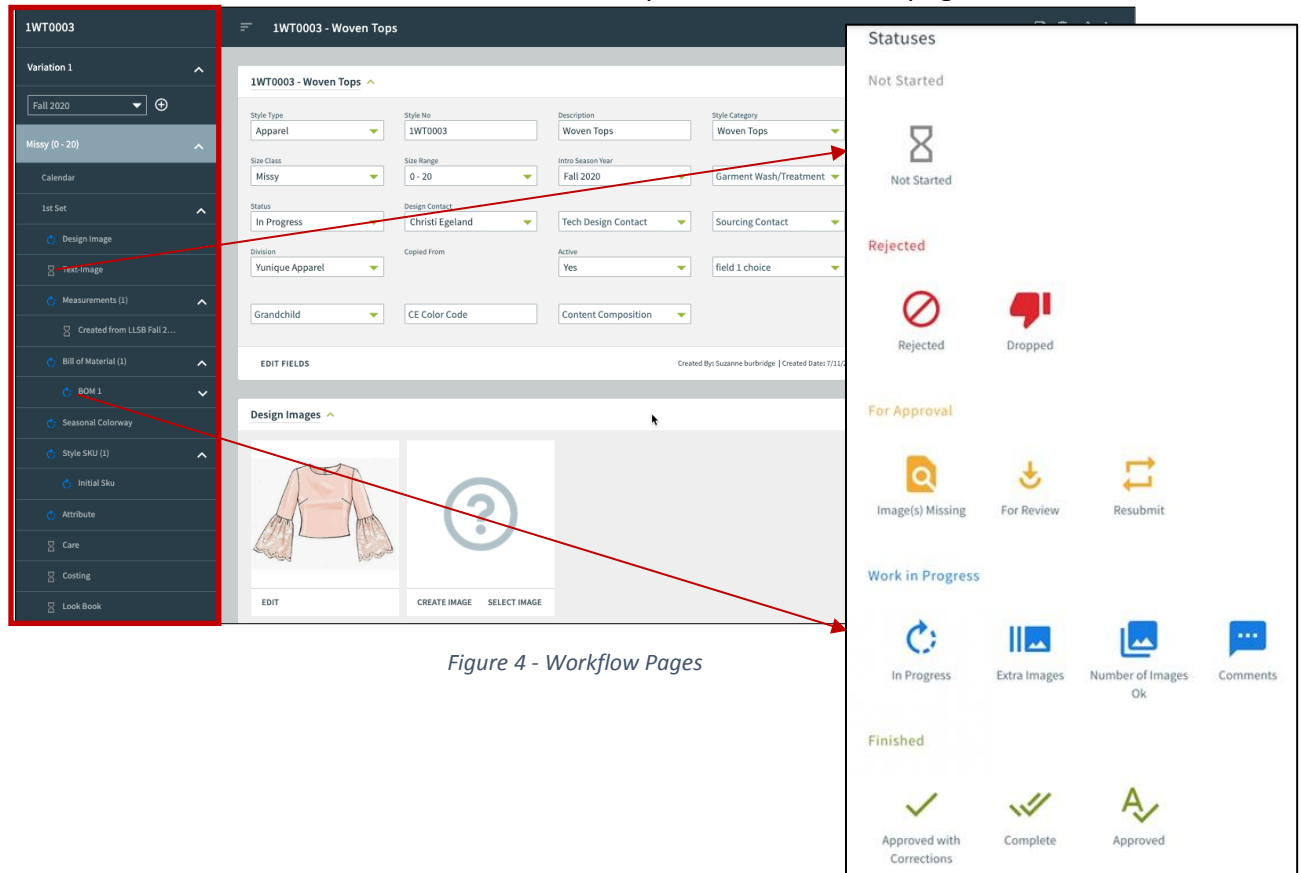


Figure 4 - Workflow Pages

The status icons are as follows:

- **Gray** – Not Started. This is the default color where no work has begun.
- **Red** – Rejected or Dropped.
- **Yellow** – Needs further content for approval, such as missing images.
- **Blue** – Work in progress. Icon automatically changes to *In progress* when work begins and may differ based on images or comments.
- **Green** – Approved, where a final status has been indicated.

The specific work that has occurred, or why a status was given, is found directly on the page in question. However, the color of the icon is a quick reference for all parties working in the Style Folder. The username listed in the *Assigned To* field is usually the one responsible for managing the page status.

Creating a New Style

There are two scenarios when creating a new style; using workflow pages and using the development calendar. Both begin on the main page of the Style Folder. By default, the system is set to utilize the development calendars shown in (*scenario 1*); optionally, the calendar can be turned off upon request (*scenario 2*).

Scenario #1 – Using the Development Calendar

1. Click the **new** button to create a new style. The data information completed in the next step will establish what header fields and workflow pages are available in the new style folder.

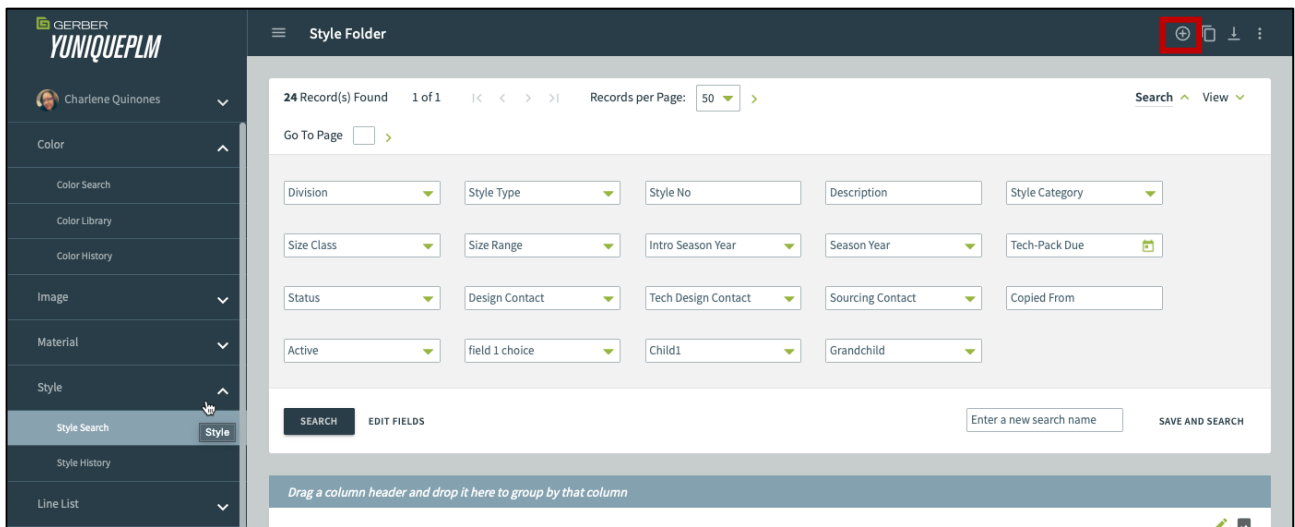


Figure 5 – New Style

2. Select the **Division, Style Type, Workflow Type, Intro Season Year, and Calendar** fields for the new style.

The *Workflow Type* field relates to the template of preselected pages for the new style folder. For example, a workflow type for apparel would likely include pages related to body measurements and fit; however, a workflow type for home goods would not.

When working with the Development Calendar in a Style, you need to select an **Intro Season Year** to have the *Calendar* drop-down populate. Select a **Calendar** from its respective drop-down list.

3. Click the **next** button.

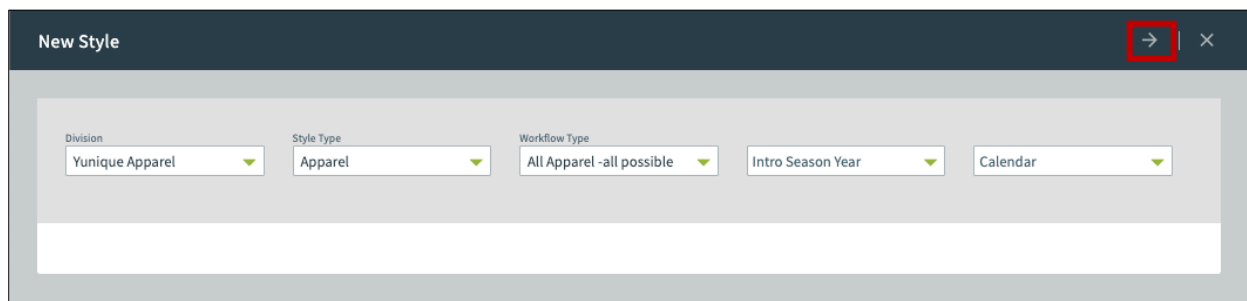


Figure 6 – Adding a New Style

Style Folder Overview User Guide V8

4. A new window opens with a selection of header data fields. These fields are related to the selected Style Type and are shown as drop-down boxes or free type.
5. Make a selection for each of the header fields.
 - **No. of Styles** allows the user to create multiple styles by selecting a value within the drop-down menu.
 - **Style Type** field relates specifically to the type of product for which the style folder is being prepared. Depending on what is selected in this field, different header information is presented for data population. *For example, a style type of apparel might have a different header page than a style type of footwear or home goods.* User permissions are also associated with each style type as well. These permissions allow for convenience and protection while working in the **YuniquePLM™** application. Users would only have access to data that relate to business practices within a specific company, department, division, etc.
 - **Design Contact** lists users who have entered **Designer** within the User Profile *Title* field.
 - **Tech Design Contact** lists users who have entered **Tech Designer** within the User Profile *Title* field.
 - **Sourcing Contact** lists users who have entered **Sourcing** within the User Profile *Title* field.
 - **Active** is a Yes/No field indicating that the style folder being developed is active and available to all appropriate parties for contributing and reviewing the data.

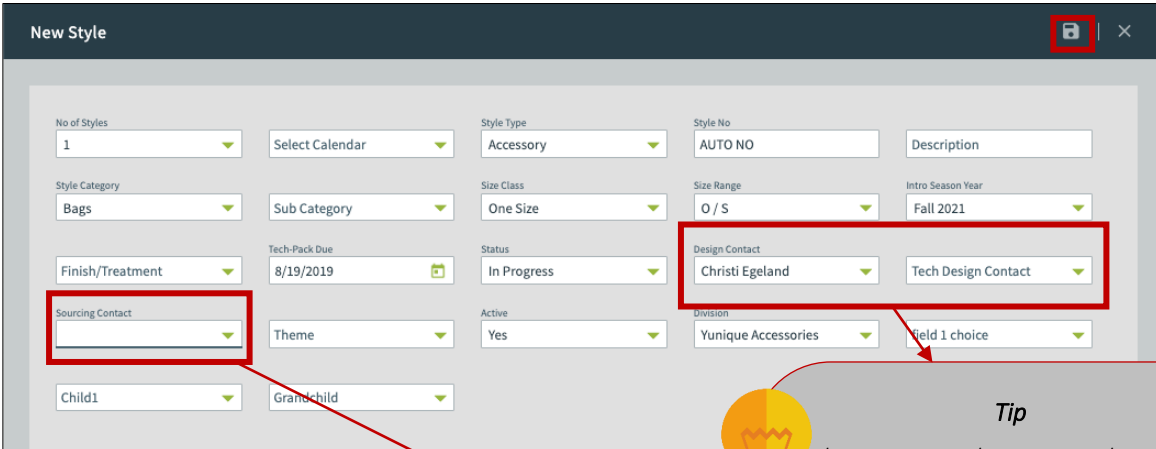


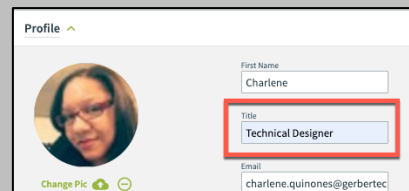
Figure 7 – Modifying a New Style

6. Click the **save** button to save your selections. **Some fields may be required**, and if they are left blank will prevent the new style folder from being saved. If a required field is not completed, the field is highlighted in red.



Tip

The Design, Tech Design and Sourcing Contact fields are linked to the User Profile Title field. Enter Designer, Tech Designer or Sourcing to populate.



Style Folder Overview User Guide V8

7. The Style opens and displays the workflow in the left navigation bar.

Figure 8 – Variation Workflow Page

Style Folder Overview User Guide V8

Scenario #2 – Using Workflow Pages

1. Click the **new** button to create a new style. The data information completed in the next step will establish what header fields and workflow pages are available in the new style folder.

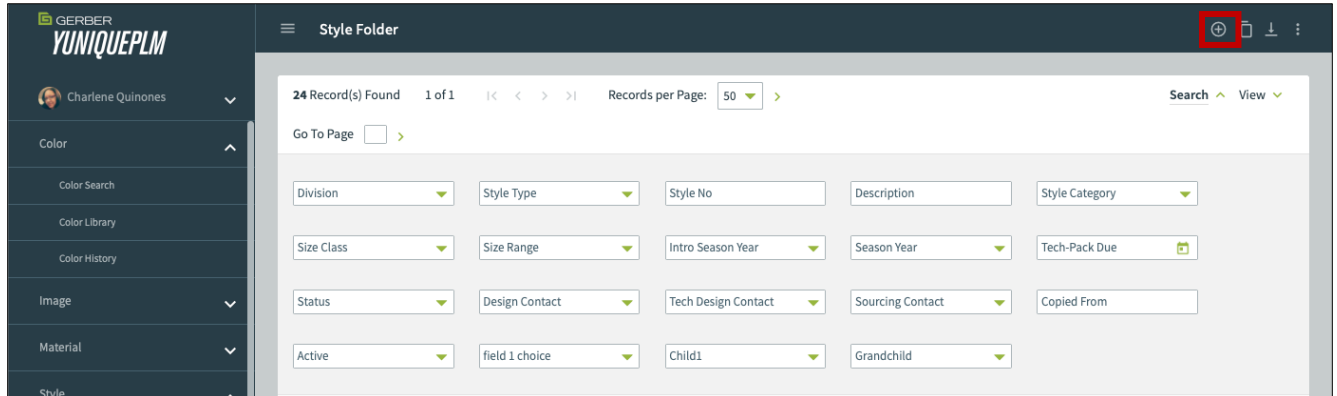


Figure 9 – New Style

2. Select the **Division**, **Style Type**, and **Workflow Type** fields for the new style. *The Workflow Type field relates to the template of preselected pages for the new style folder. For example, a workflow type for apparel would likely include pages related to body measurements and fit; however, a workflow type for home goods would not.*
3. Click the **next** button.

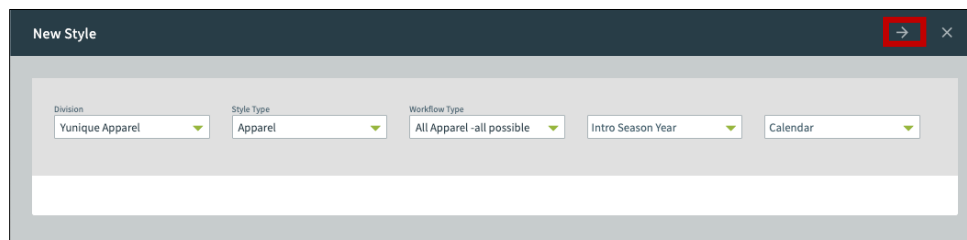


Figure 10 – Adding a New Style

4. A new window opens with a selection of header data fields. These fields are related to the selected Style Type and are shown as drop-down boxes or free type. Make a **selection** for each of the header fields.
5. Click the **save** button.

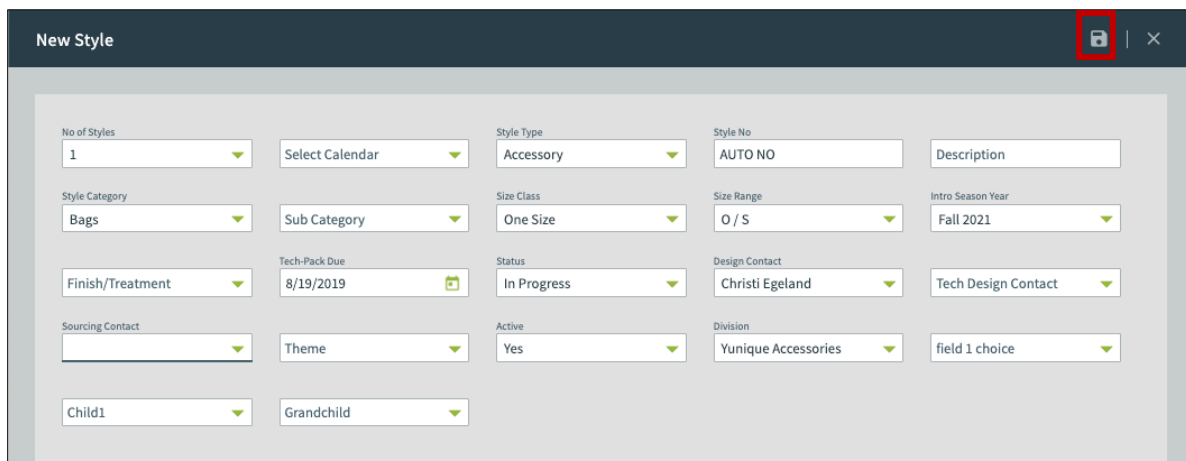


Figure 11 – Modifying the New Style

Search

The Style Folder includes existing styles where a particular style can be searched using the search fields. The search criteria can be saved for future use within the Style Saved Search section.

1. Use the search area drop-downs to locate a particular style and click **search**.
2. Enter the **search name/description**, and then click the **save** button.
3. Once your preferred search criteria are shown, press the **save search** button for future use. A pop-up window opens.

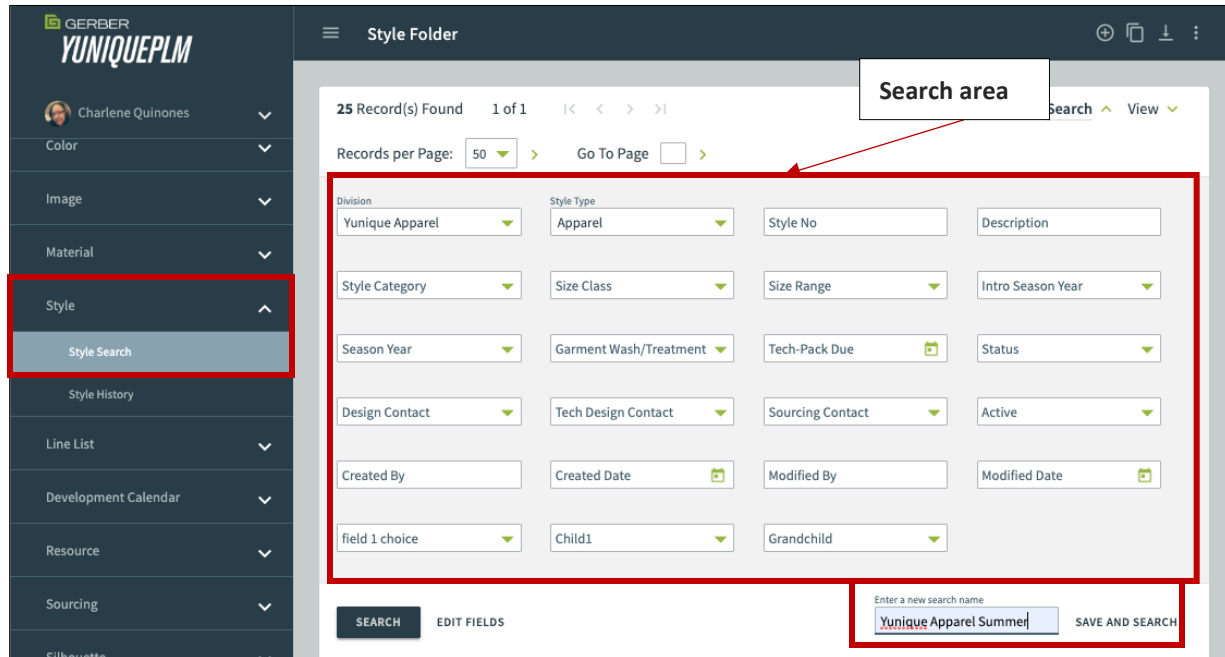


Figure 12 – Save a Search

4. Now the search option appears under the *Saved Search* link. Click the **named search** under the *Style Saved Search* link to receive instant results.

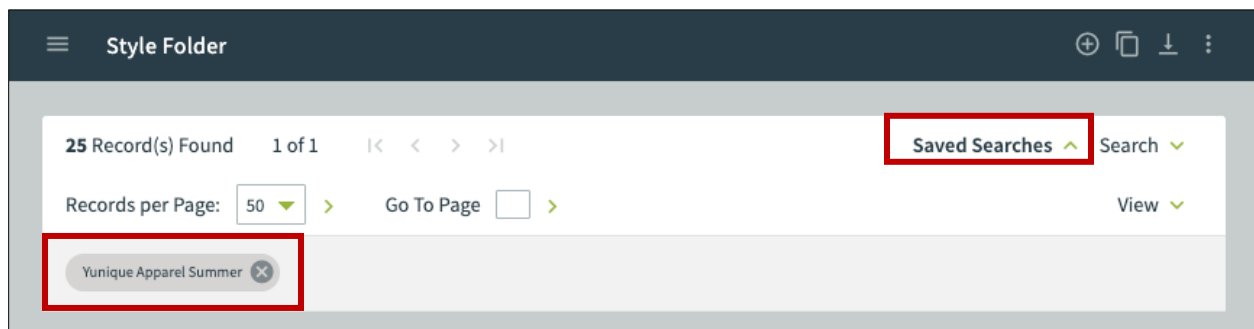


Figure 13 – Saved Search

Copy Style

Duplicating styles from the Style Folder main page is a quick process. Follow the steps below to copy a style.

1. Click the **copy** button to open the *Copy Style* page.

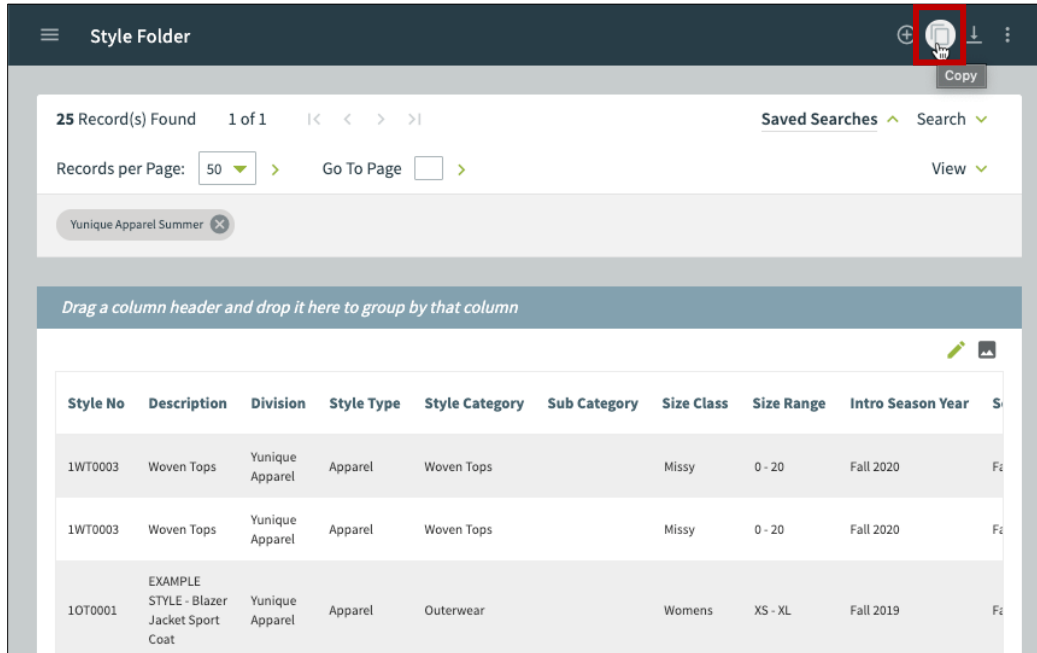


Figure 14 – Copy a Style

2. The new page lists all existing styles. Use the *search fields* to filter the selection and click on the **desired style** to copy.

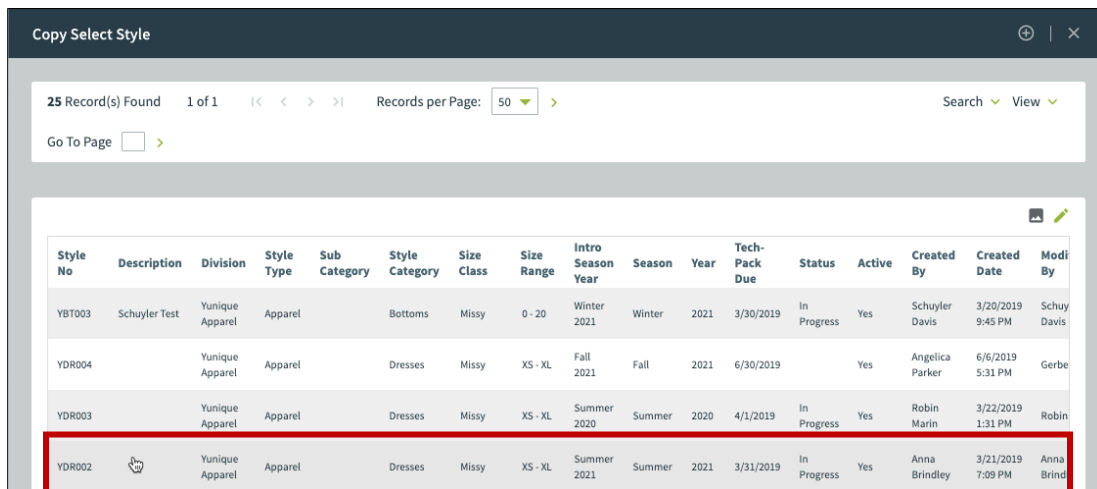


Figure 15 – Select a Style

Style Folder Overview User Guide V8

3. A *Copy Style* page opens and allows users the option to copy specific details. Select **Link image** to link the original design image to the new style, or select **Copy Image** to create a duplicate copy of the design image and save it to the *YuniquePLM Image Folder*. In this example, we will use the Link Image option. Also, check the **Front/Back Image** if you would like to copy both images.
4. The style can also be copied several times (1 – 20) by selecting an amount within the **Number of Copies** drop-down menu.
5. Copy **one or more style deployment workflow pages** from the style folder by checking its adjacent box. If the style is available for multiple seasons/years, select the appropriate option from *the Select Season/Year* drop-down list.

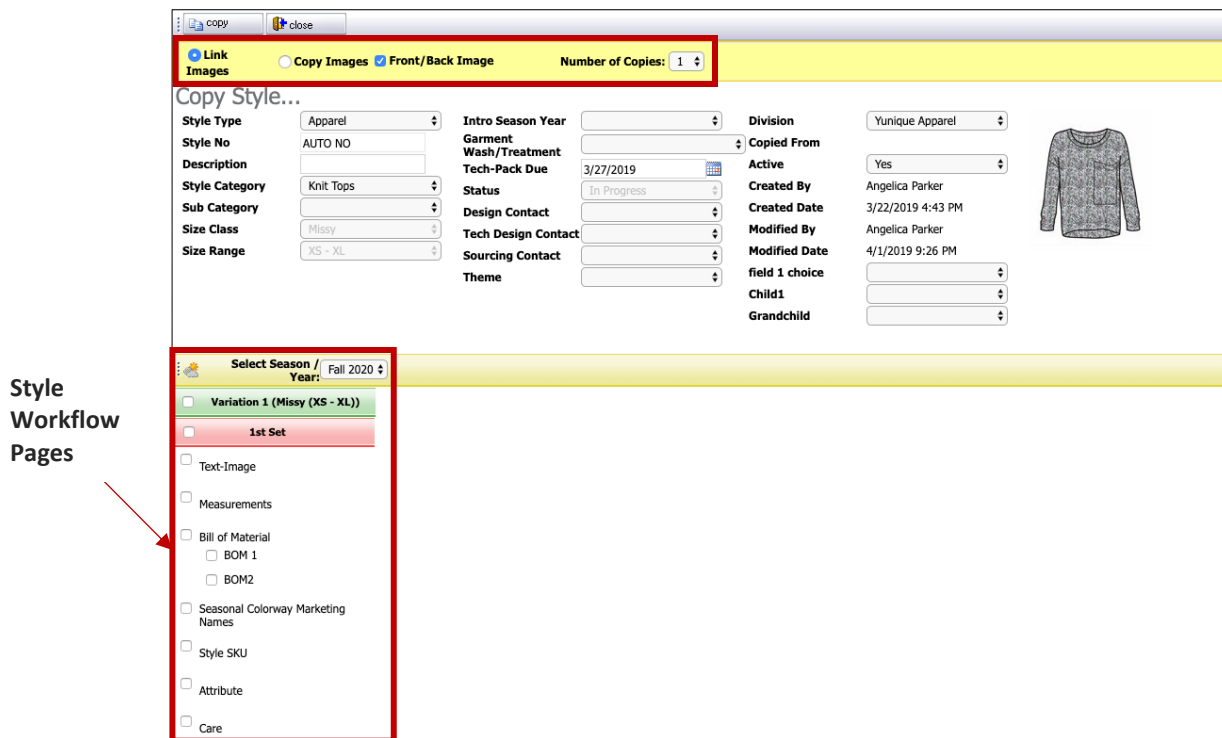


Figure 16 – Copy or Link Style Details

6. Click the **copy** button to add the style workflow pages to the chosen style.

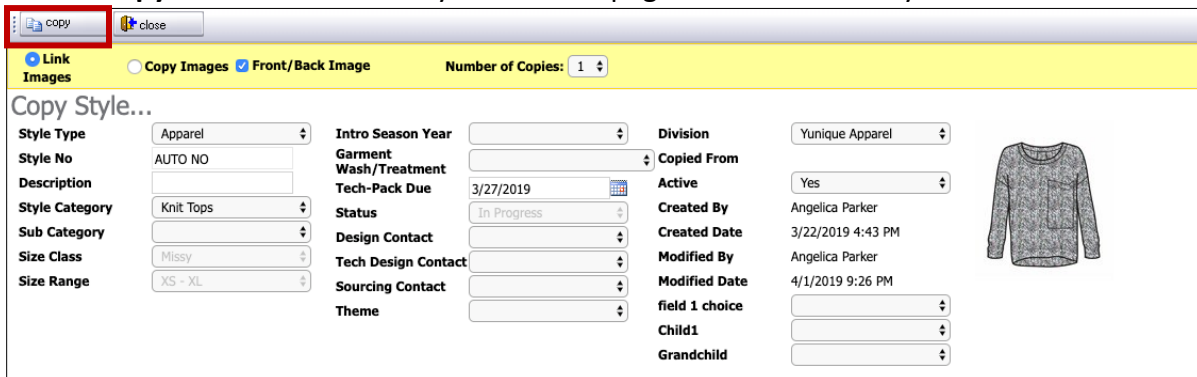


Figure 17 – Complete the Copy Process

7. The current window automatically closes, and in turn, the style header variation folder opens.

Variation Folder

Once a style folder is created, its *Variation Folder* opens to reveal the newly created *size class* shown within the left navigation bar.

1. Select the **size class**, i.e., *Missy 0-20*, to view its workspace containing the *Style Header* and *Design Image* tabs.

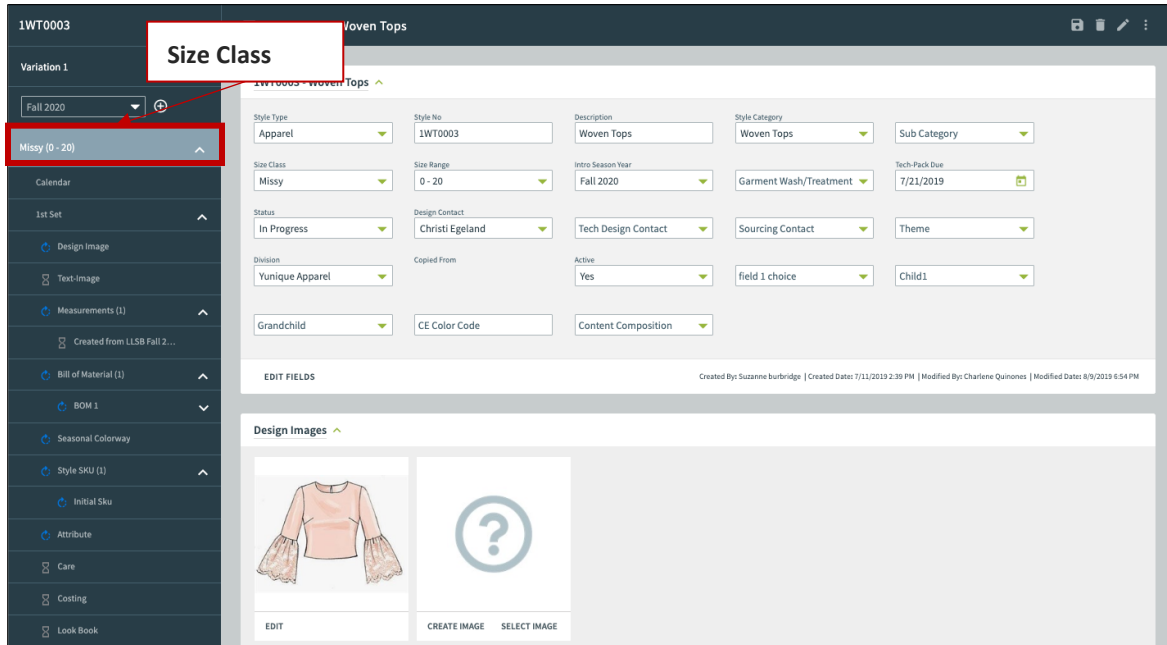


Figure 18 – Style Variation Folder

2. Scroll down to the **Design Images** area to create, select, or edit an existing image for the current size class.
3. There are two options to associate an image with the size class: **Create Image** and **Select Image**. The *Create Image* area allows users to locate an image within their computer for upload, while the *Select Image* area allows users to select preexisting images from the Image Folder. The front and back images are the central representations for the entire style folder.
 - **Create Image** opens a window allowing the user to *drag and drop a file* or *search their computer* using the **cloud icon**. The image populates the *Drop file here* area. Press **create image** to keep and return to the Style Variation Size Class folder page.
 - i. Press the **Create Image** button to open the *Image Property* window.

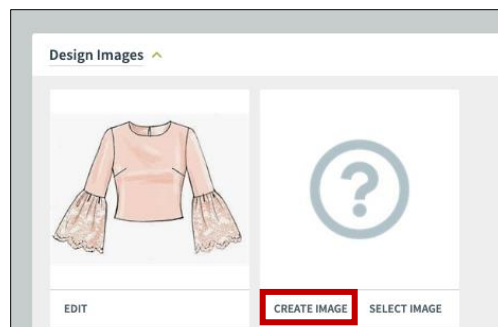


Figure 19 – Design Image tab

Style Folder Overview User Guide V8

- ii. Fill in the *Image Property* fields, if necessary. The **File Type** drop-down menu gives you the option to upload an existing image or create an image using one of the third-party CAD applications such as Photoshop, Illustrator, and Pointcarre. In this instance, select **Upload** from the File-Type drop-down.

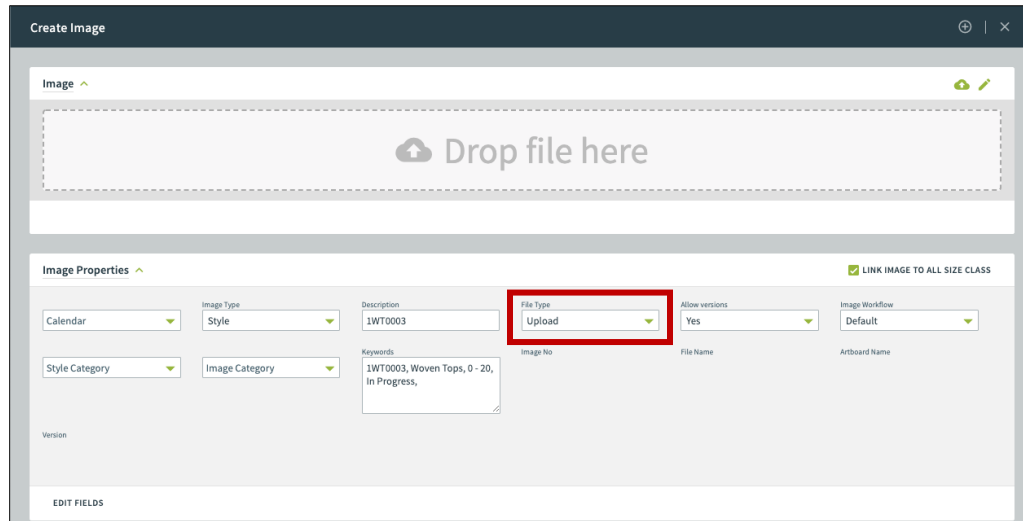


Figure 20 – Image Property

- iii. Select the **cloud icon** to locate an image(s) from the user’s local drive.

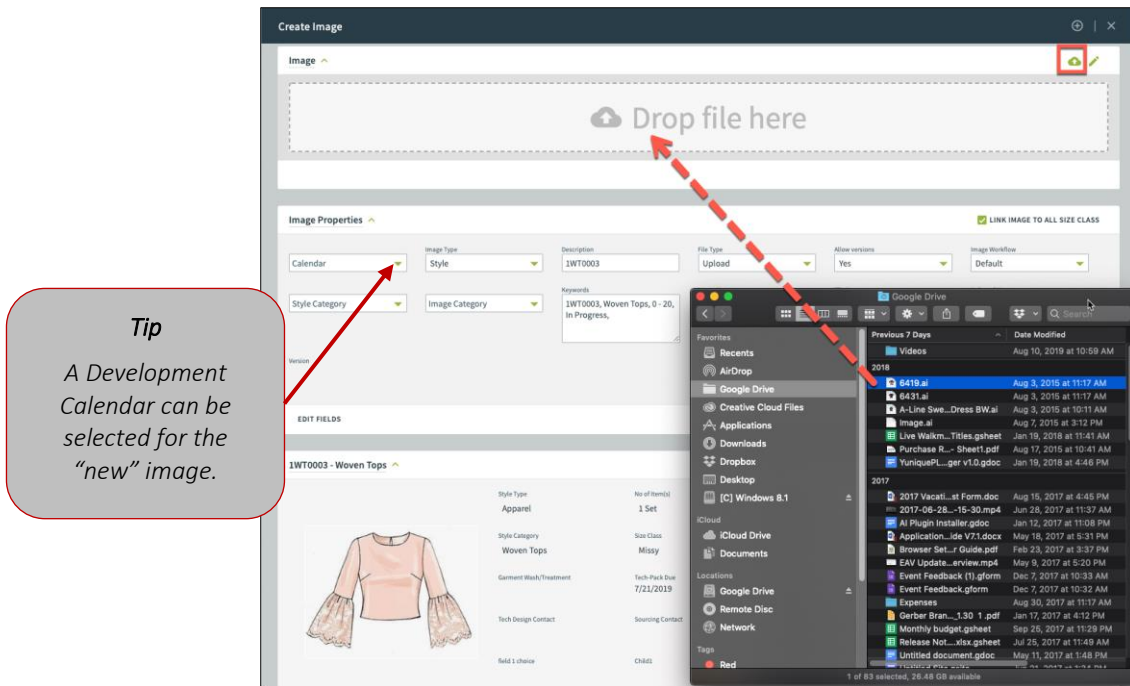


Figure 21 – Locate the Desired Image

- iv. Press **Create Image** to associate the image to the *Design Image* area and return to the Style Variation Size Class folder.

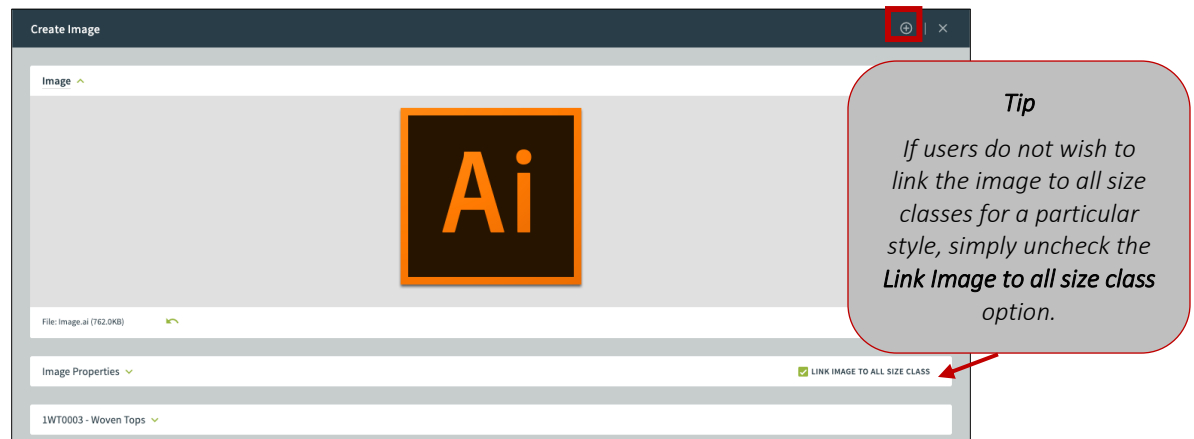


Figure 22 – Upload Images

- v. Repeat the above steps for the *Back Image*. Adding an image for both the front and back allows the user to toggle between both images when viewing the Style Folder. Resting your cursor over the image will toggle through the set.
- **Select Image** opens the Image Folder where the user can *search* for a specific image already uploaded to YuniquePLM and **link** the image to the Style. The Image Folder closes and returns to the Style Variation Size Class folder page.
 - vi. Click the **select image** button under the Front or Back Image areas. The Image Folder opens to reveal available images.

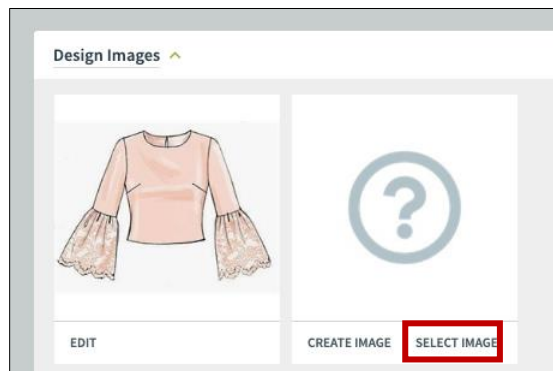


Figure 23 – Design Image Tab

Style Folder Overview User Guide V8

- vii. Select the **link** option below the desired image. The selected image opens in the *Design Image* tab.

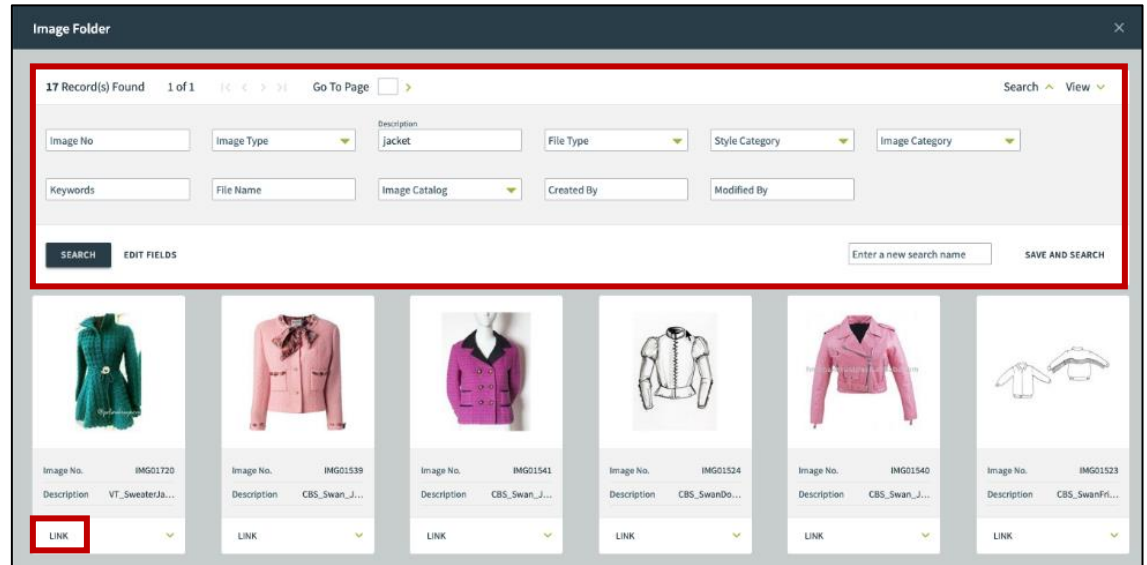


Figure 24 – Image Folder

- viii. Repeat the above steps for the *Back Image* area. Adding an image for both the front and back, which allows the user to toggle between both images. Resting your cursor over the image will toggle through the set when viewing from the main Style Folder page.
- ix. The *Design Image* tab now displays both the Front and Back Images.

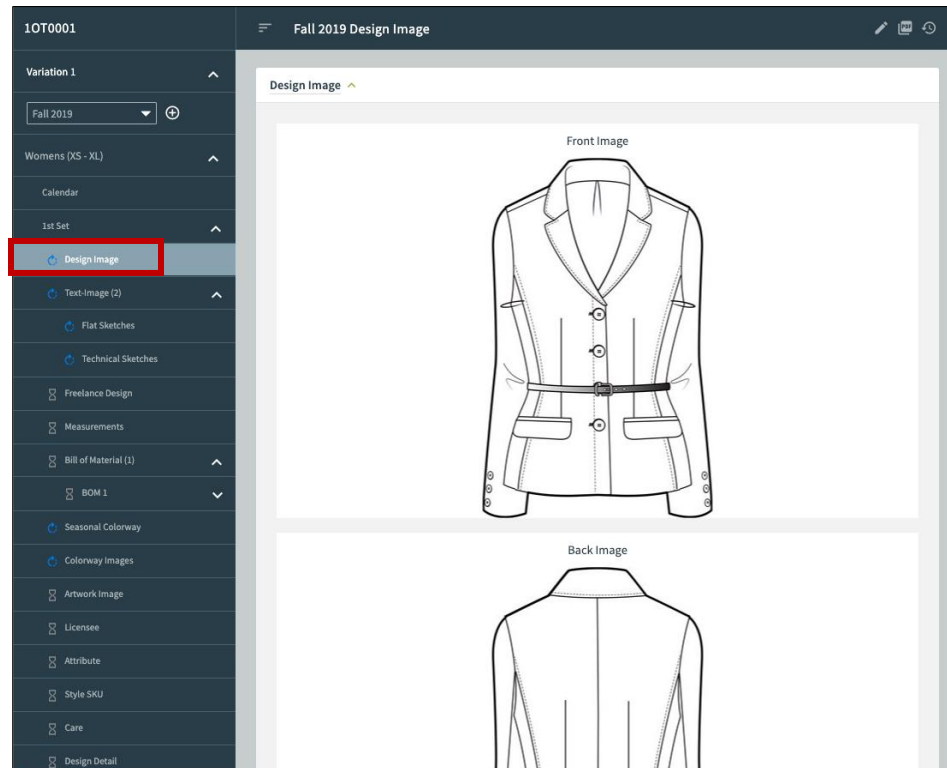


Figure 25 – Finished Design Image Tab

Style Header –Edit a Style Set

The Style Variation contains a new set displayed within the left navigation bar. Each style set item contains a set of pages to allow for parallel development, and each need to go through all necessary workflow milestones. The “set” headers can be renamed to reflect the item being developed.

1. Click the **Edit Style Set** button to open the *Edit Style Set...* window.

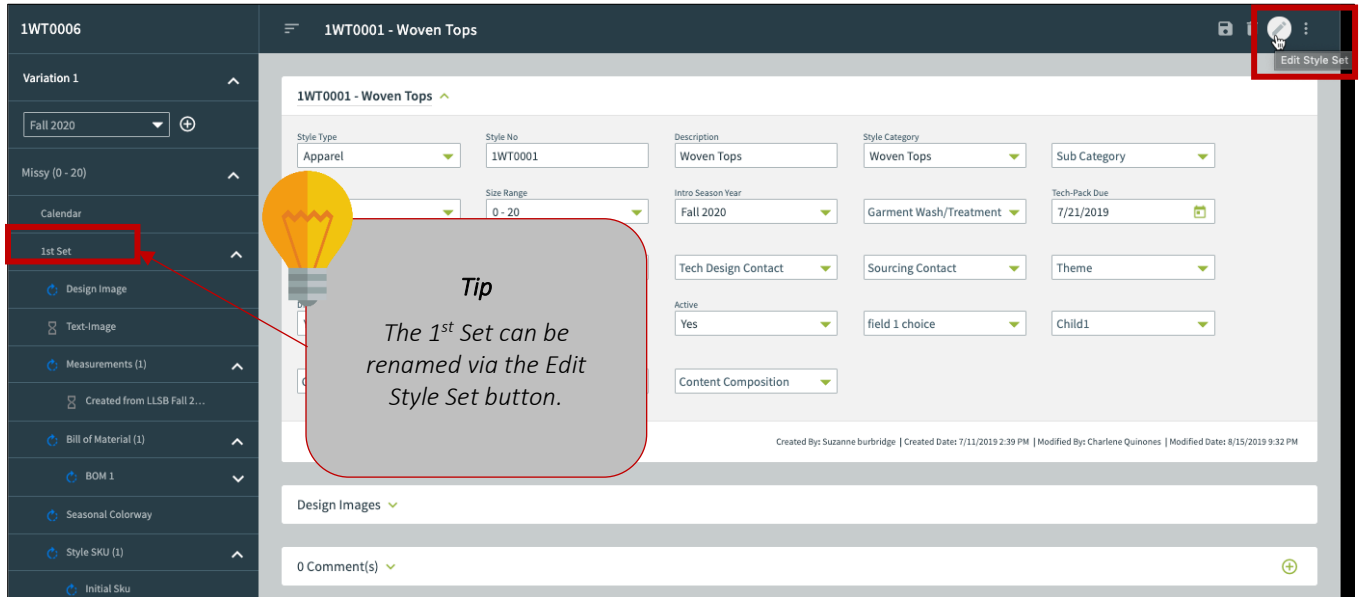


Figure 26 – Style Set Workflow Pages

2. Enter a new header name within the 1st set field.
3. Press **save** to keep the name and return to the Style Folder.

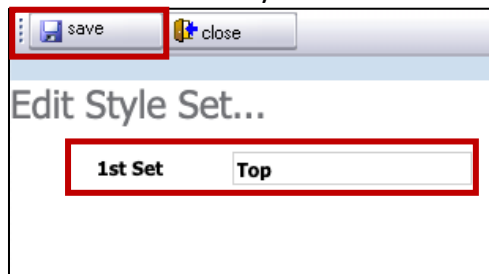


Figure 27 - Renaming a Style Set

4. The style set name changes have taken effect and are reflected within the left navigation bar.

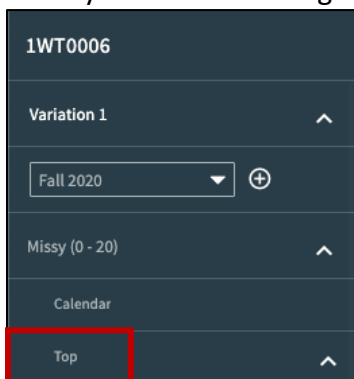


Figure 28 - Renamed Set Header

New Variations

Very often a single style will have variations based on fit, or customer, etc. For example, a dress may be offered as Missy, Petite, and Plus size class variations. The variations will be developed simultaneously with little or no differences in the data required for the development.

1. By default, every new style folder displays the *Variation 1* header within the left navigation bar. Select the overflow menu then press the **Add Size/Variation** link to add variations to a new style folder.

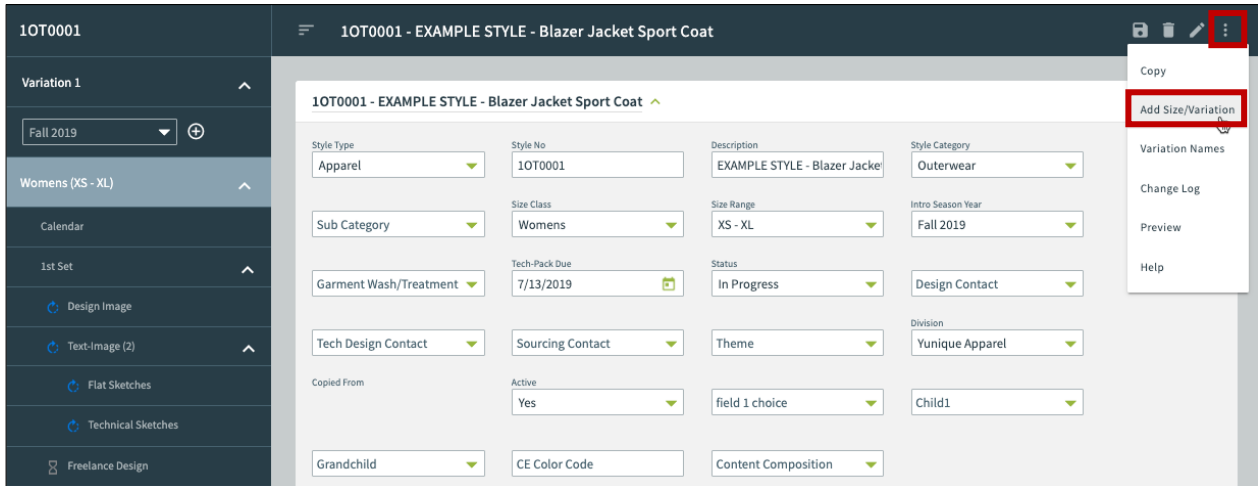


Figure 29 - Add a Variation

2. A new window opens, prompting the user to “Please select options...” Select a **desired option** for the new variation type.
3. Click the **new** button across the top of the window to automatically generate the new variation. The window closes and returns to the newly created Style Folder/Size Class Variation page.

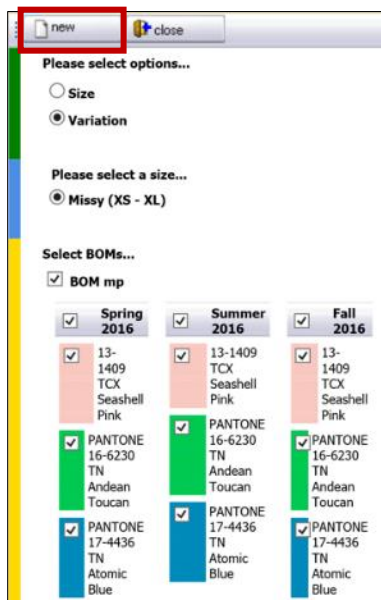


Figure 30 - Creating a New Variation

Style Folder Overview User Guide V8

- The new variation, named *Variation 2*, is displayed at the top left side of the Style Folder while *Variation 1* is visible at the bottom of the window. Toggling between variations is possible by selecting the variation name. Click the desired **variation name** to toggle between *Variation 1* and *Variation 2*.

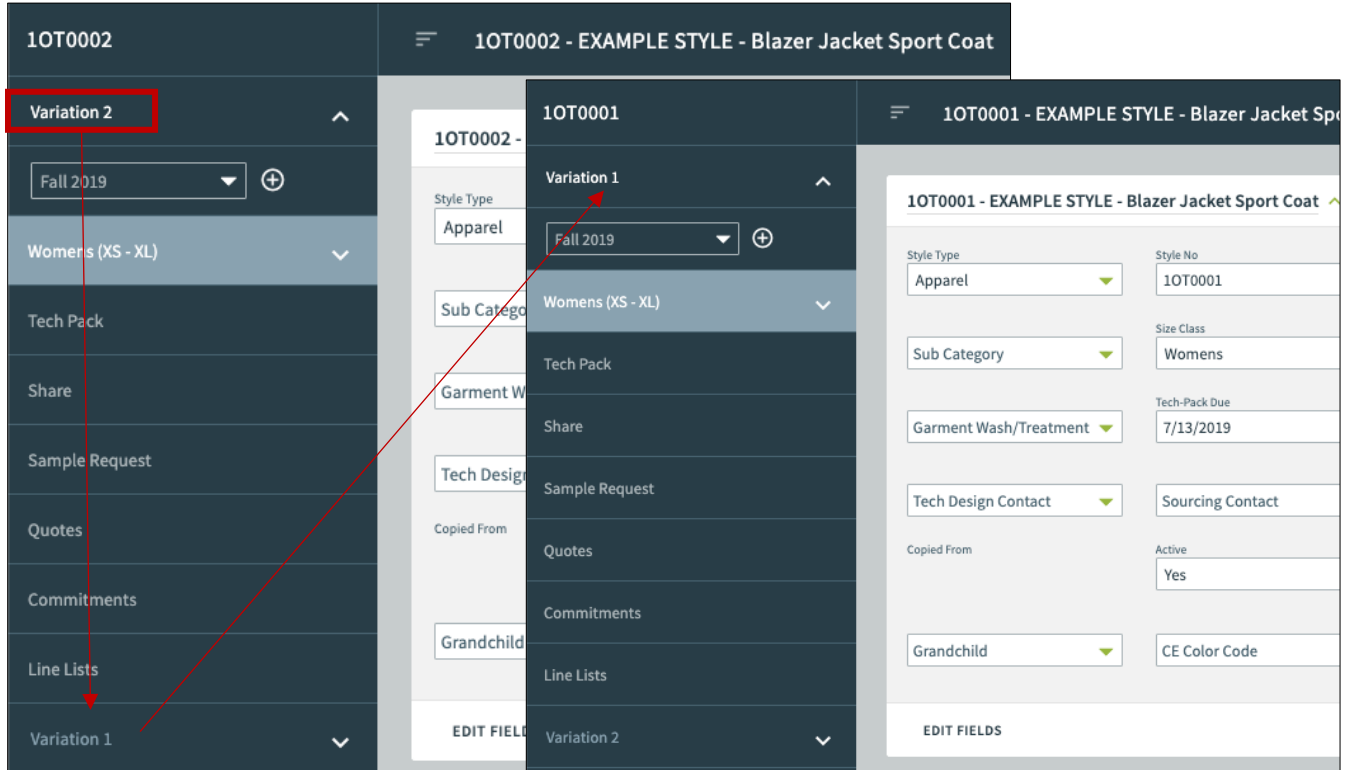


Figure 31 - Multiple Variations

Style Folder Overview User Guide V8

Rename a Variation

A variation title can be modified to reflect a particular style.

1. Click the *overflow menu* then select **Variation Names**. A *Variation Names* window opens.

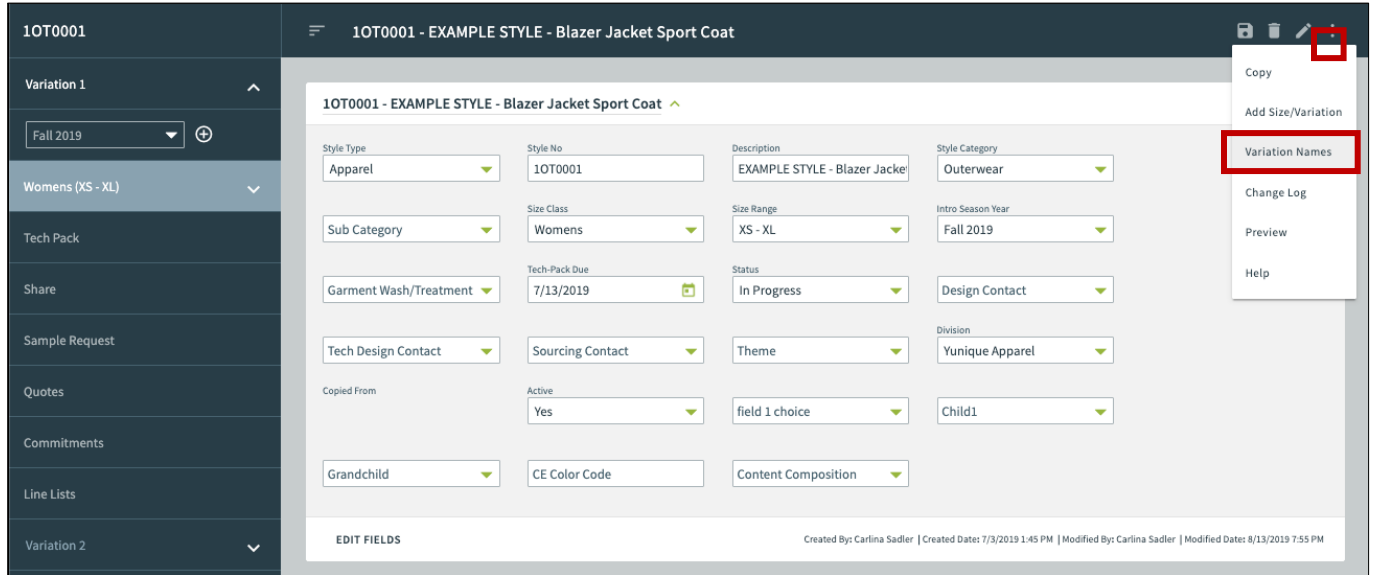


Figure 32 - Rename Variation Title

2. Type a **new variation name** within the appropriate field.
3. Click **save** to keep the changes.
4. Click **close** to return to the main style folder view.

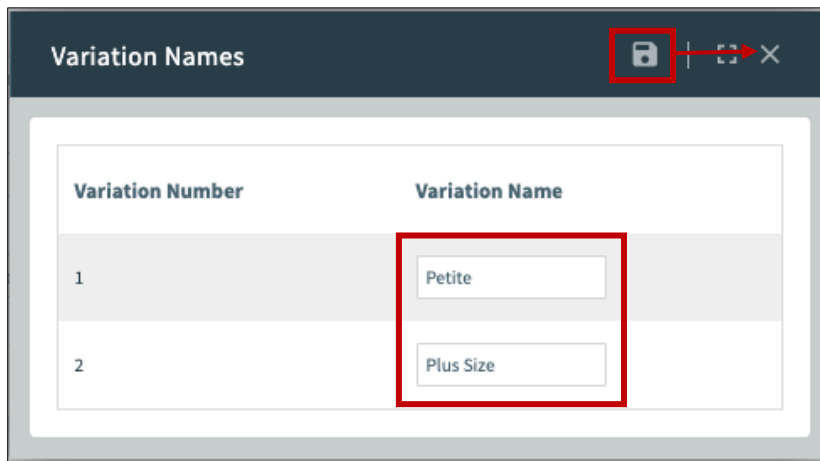


Figure 33 - Edit Variation Name & Sort

5. The page automatically refreshes with the new variation header names.

Style Folder Overview User Guide V8

Add a Size Class

Users have the ability to add a new size class to a particular style.

1. Select the *overflow menu* then press the **Add Size/Variation** link to add a size class to a new style folder.

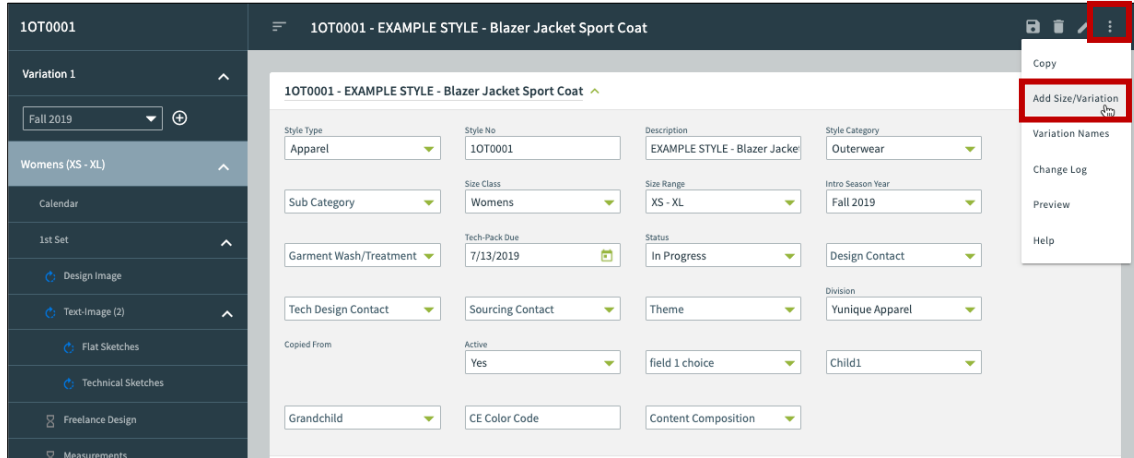


Figure 34 – Add a Size Class

Style Folder Overview User Guide V8

2. Select **Size** within the new options page then proceed to select the additional options.
3. Click **save** to keep the new selections.

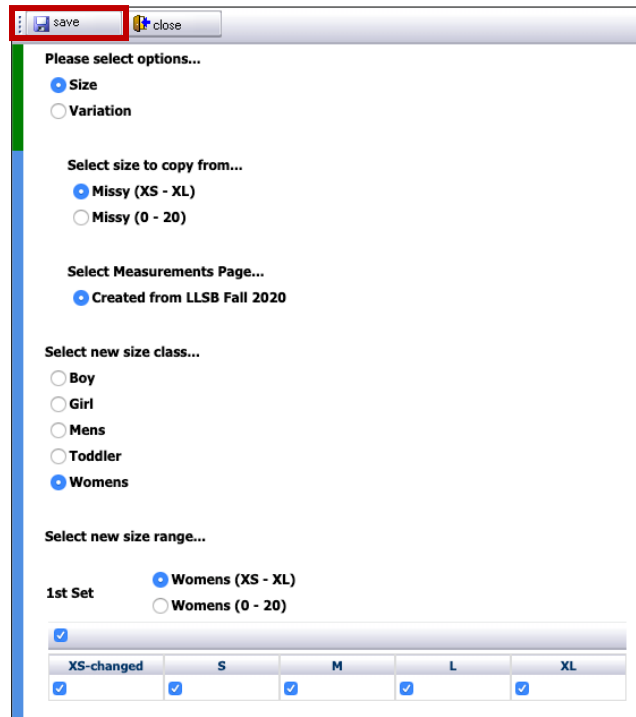


Figure 35 – Creating a New Size Class

4. The newly added size class appears within the left navigation bar. The selected measurements page with the appropriate size class/range is copied into the *Measurements* folder for the newly added size class. Each workflow page is also copied over to the new size class.

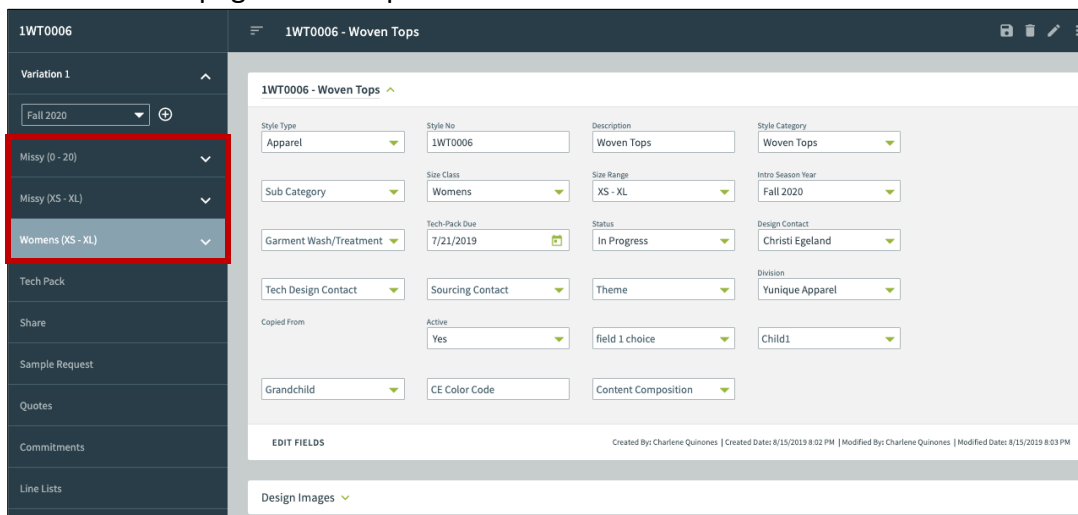


Figure 36 - Measurements

Development Calendar

The *Calendar* section allows users to modify page templates and assign specific individuals the responsibility of approving each of the style folder pages within a specified time frame or change the current calendar. These calendars are based on the ones created from the Development Calendar section. *Refer to the Development Calendar User Guide for further details.*

1. Click the **Calendar** link to open the Style Pages workflow.

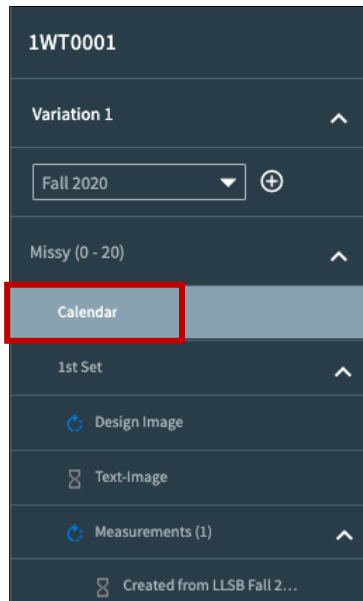


Figure 37 – Add a Calendar

2. Select a **new workflow** within the *Pages Template* drop-down list.

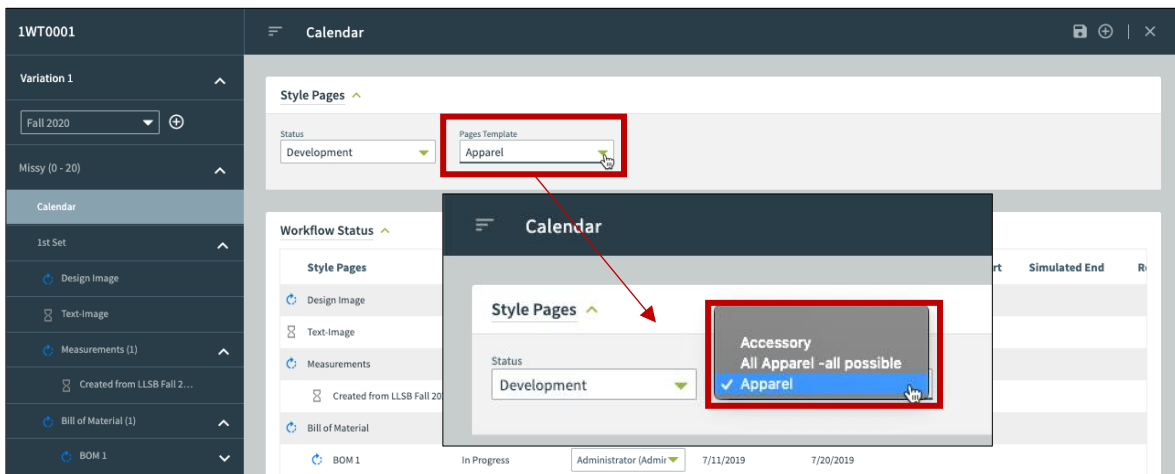


Figure 38 – Pages Template

Style Folder Overview User Guide V8

- Once the selected *Pages Template* is presented, select a **user name** from the *Assigned To* drop-down list provided to the right of each of the listed pages. This assigns a specific user the responsibility of final approvals for each of the selected style pages.

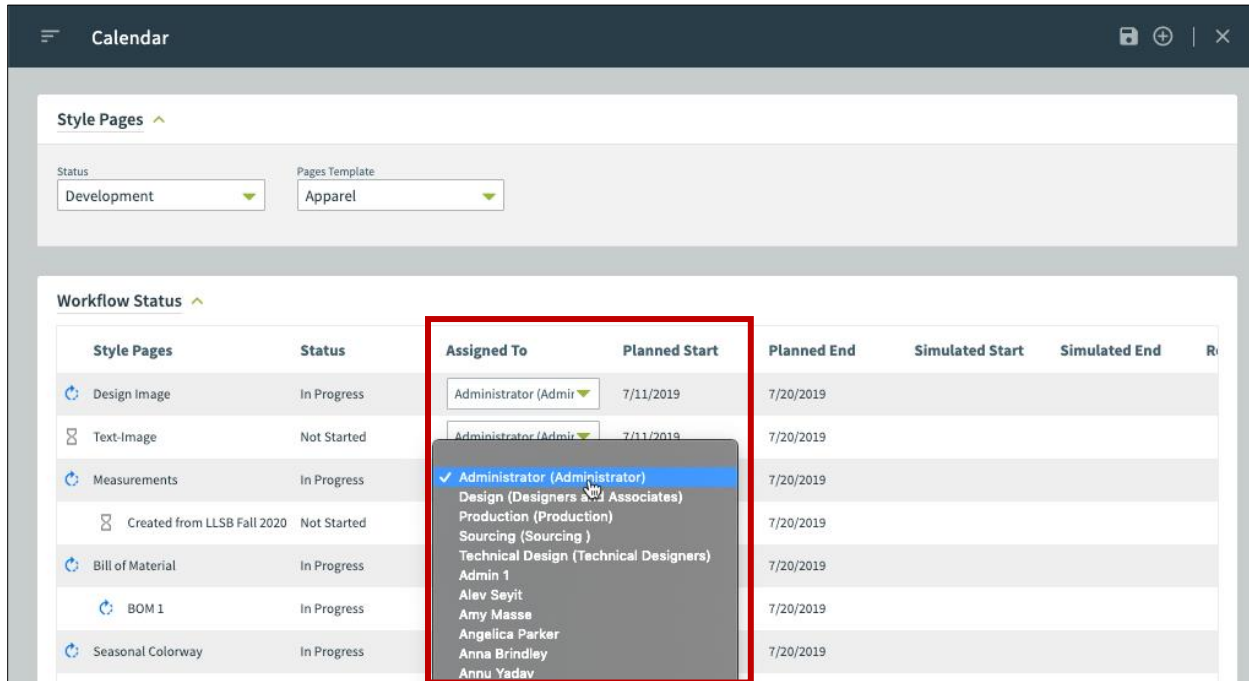


Figure 39 – Adding a User

- Change the status of the entire style folder by selecting an option from the **Status** drop-down list.

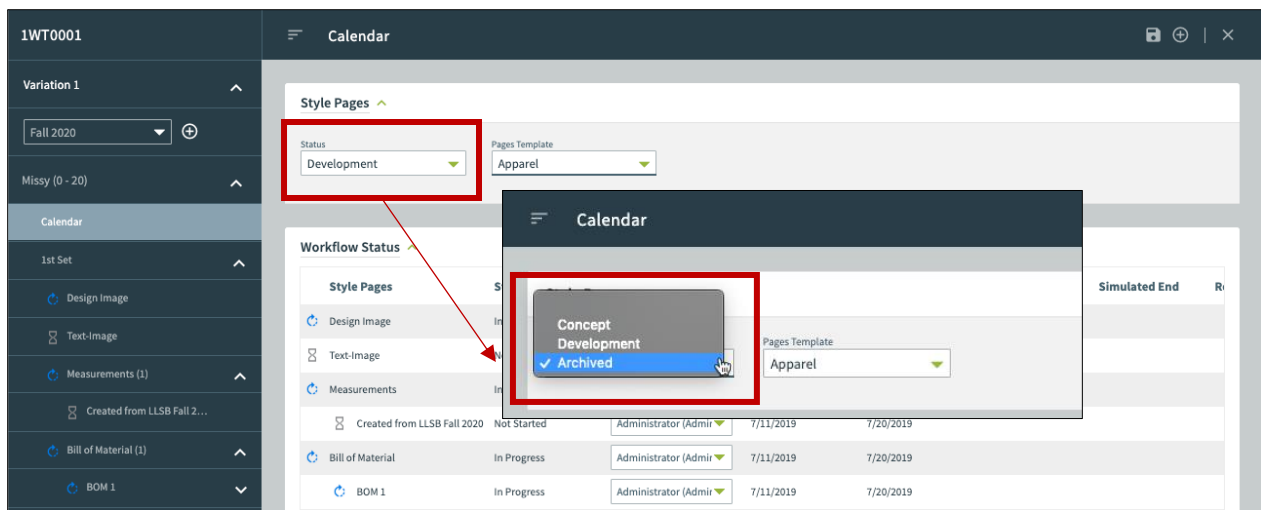


Figure 40 – Status

Style Folder Overview User Guide V8

- Adding a calendar is optional. Once added, the calendar's tracked dates populate the current list of style pages. In addition, you can opt to ONLY view the Calendar's Tracked pages.

The Calendar can be selected when the Style is created (refer to *Creating a New Style* on page 6) or added to the style anytime during the development process. Add a Calendar to a Style, by selecting the **Add Calendar** button in the Calendar Workflow area.

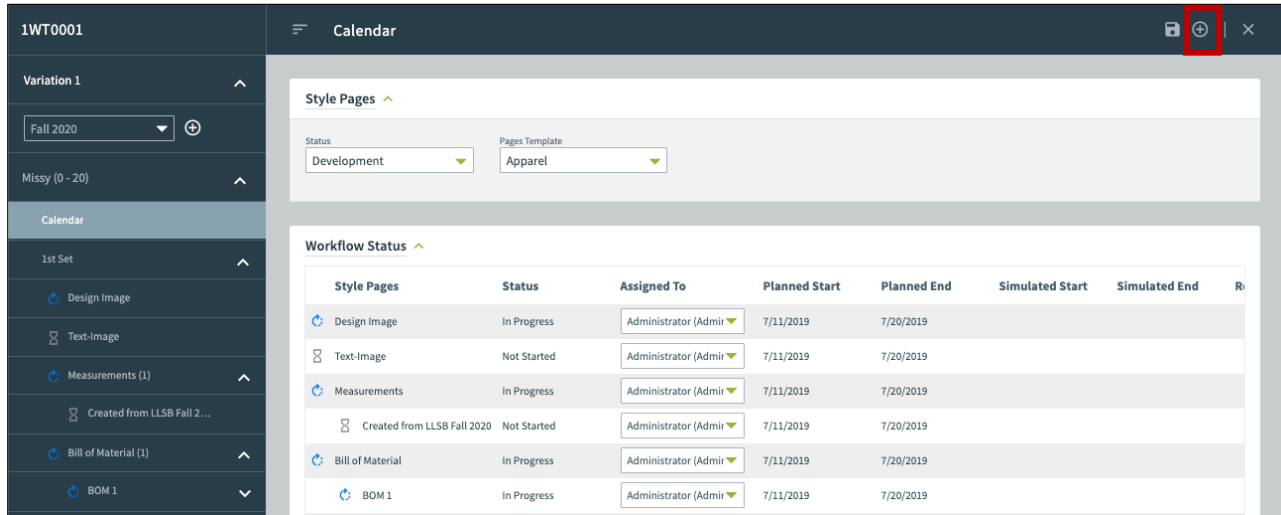


Figure 41 – Add a Calendar

- Select a calendar from the *Add Calendar* window, and press **save**. The window automatically closes and returns to the Calendar workflow page.

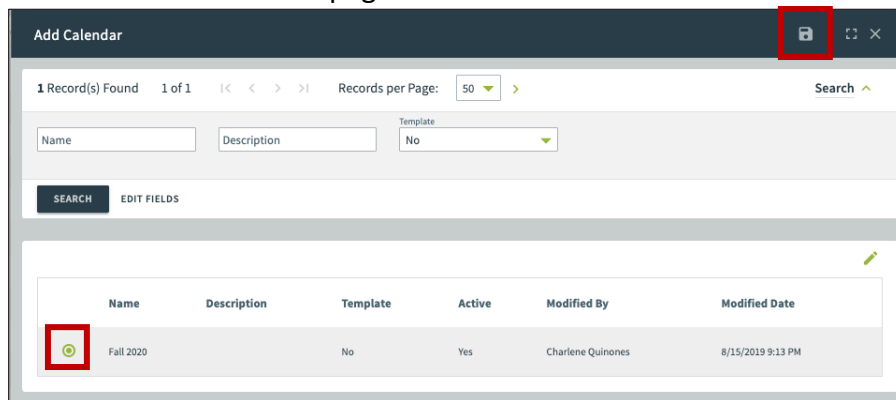


Figure 42 – Select a Calendar

Style Folder Overview User Guide V8

- The newly added calendar now populates the Workflow Status area, showing every style page along with their assignee and *Planned Start* and *End* dates. The **Planned Start** and **Planned End** dates are only configurable to those who have permission to view the Calendar by selecting the **Go To Calendar** arrow button.

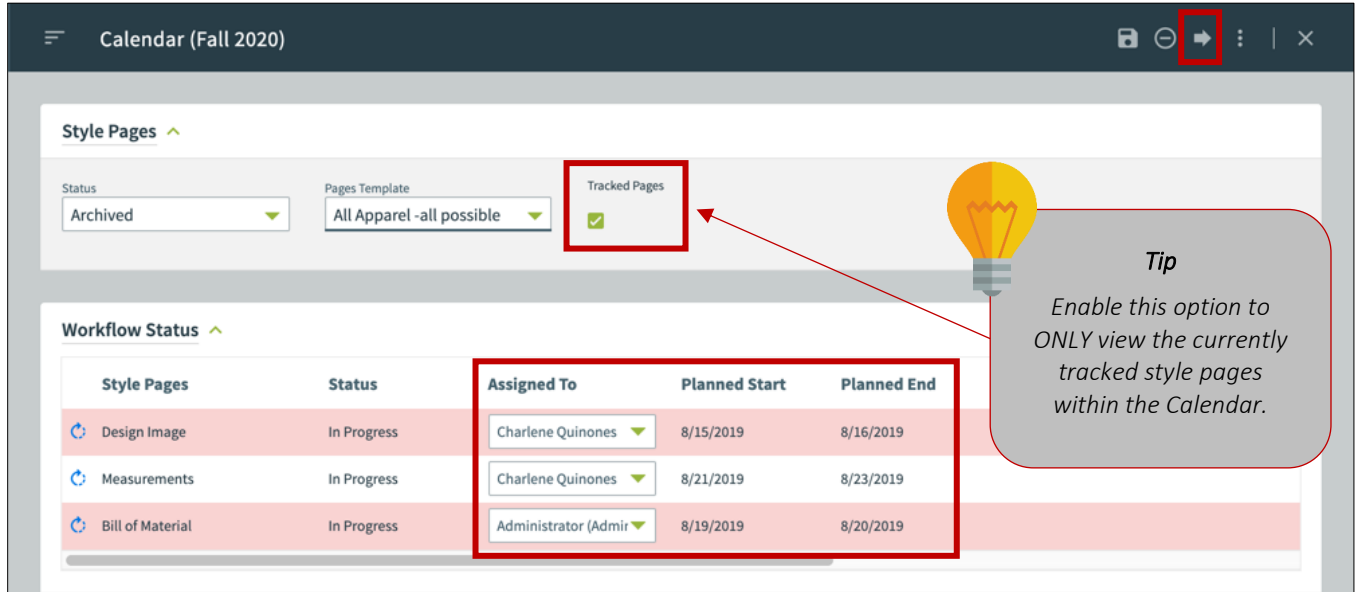


Figure 43 – New Calendar

- After entering all of the necessary data, click the **save** button to store the information.

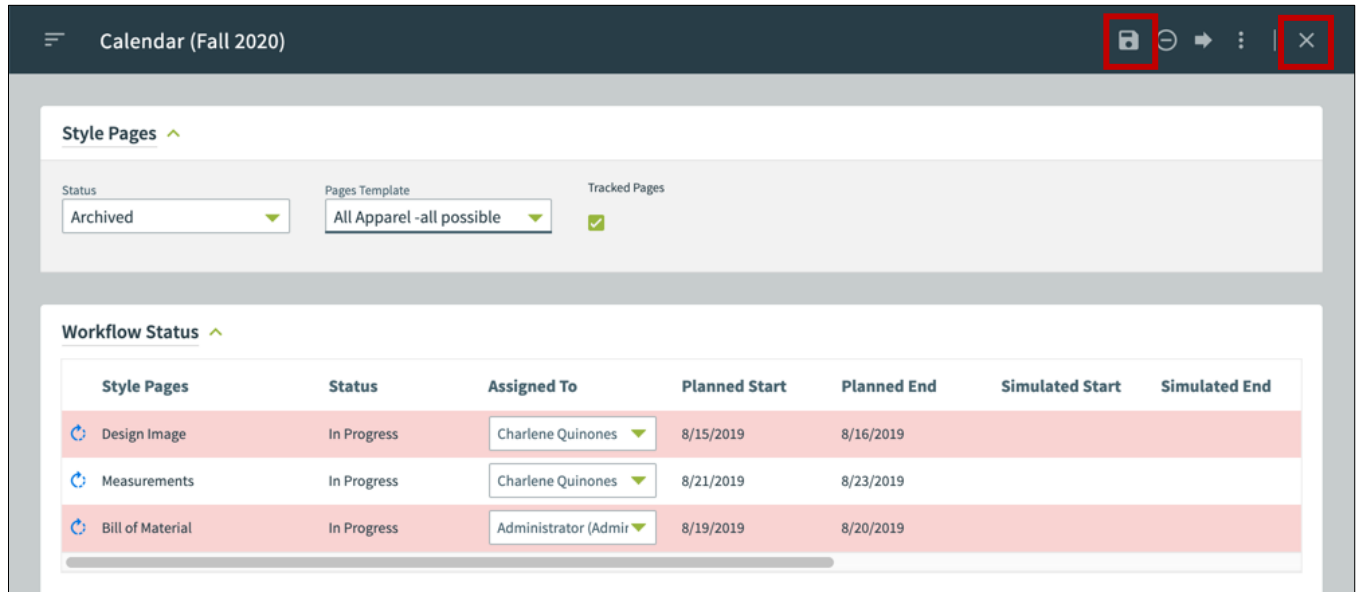


Figure 44 – Calendar Style Pages

- Click **close** to exit the Calendar Style Pages and return to the Style’s Variation Folder.

For more information pertaining to individual Style workflows, view its particular Style User Guide.



601 West 26st, Suite 1900, New York, NY 10001

Customer Service Center

In the USA, call 1-212-868-7795 or 1.800.321.2448

International 1.860.871.8082