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The Global Language of Business

GS1 Data Quality Portal - Image Upload Instructions

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1 General Information for Image Provision in the GS1 Data Quality Portal

These instructions provide information on how to use the GS1 Data Quality Portal to provide product images for the visual validation process.

- The tool is used to upload product images exclusively for the visual validation process.
- You have the option of uploading multiple product images at once and assigning them to different GTINs/items. Alternatively, you can also add product images for each GTIN individually.
- The supported image formats are JPEG/JPG, TIF/TIFF, PNG and PDF. Using unauthorized formats will result in an error (certificate "Failed").
- You can upload a maximum of 10 product images at a time (max. 50 MB per product image).

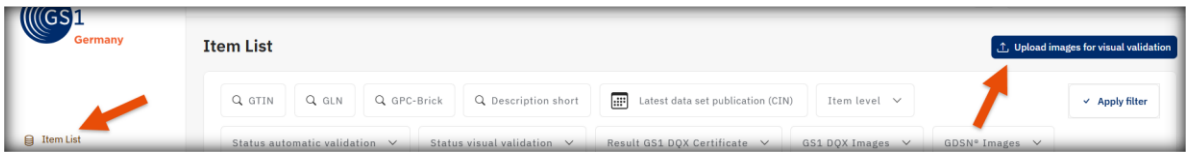
2 Provision of Product Images via the GS1 Data Quality Portal

There are two ways to upload product images/artwork for your items in the GS1 Data Quality Portal:

2.1 Upload via the Item List: This Option Allows You to Upload Multiple Product Images for Different Items at the Same Time

Step 1:

Click on the **Upload images for visual validation** button in the item list.



Step 2:

In the window that opens, you can drag one or more product images directly into it or select them using the Explorer. Here you can upload product images for multiple GTINs or assign the images to different GTINs.

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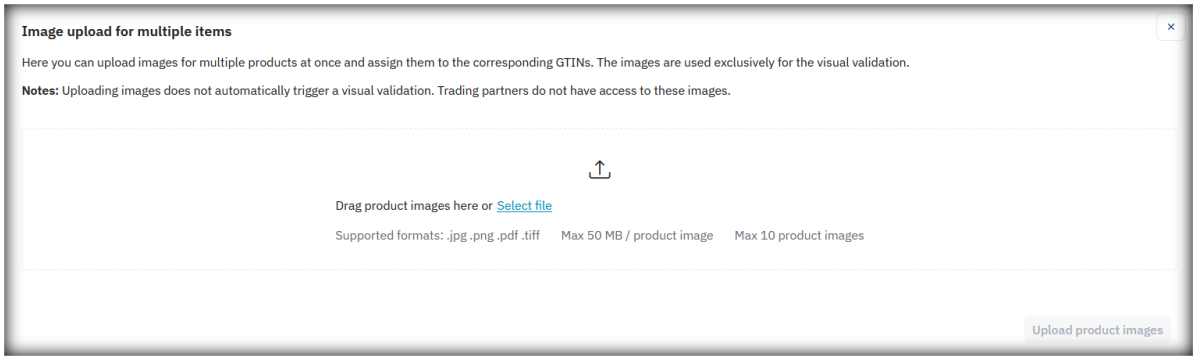
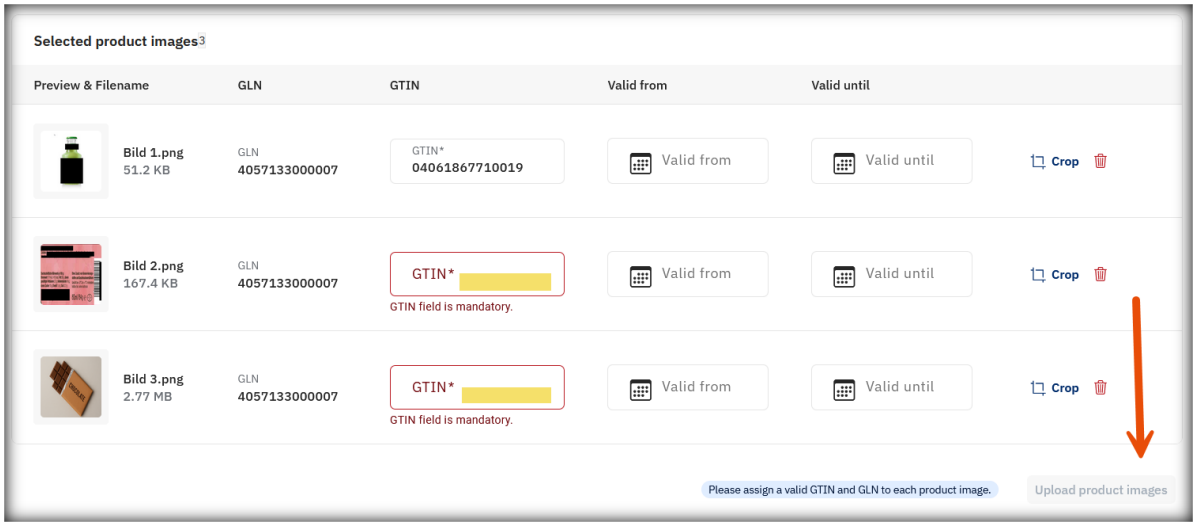


Step 3:

The **GLN** field is already pre-filled with your company identification. Now assign a GTIN to each image. Until every image has been assigned a GTIN, you cannot complete this step and the **Upload product images** button will remain grayed out.

Here you can optionally assign **Valid from** and **Valid until** dates to the images. If no validity dates are entered, the product images provided are valid without any time restriction. Further information on image data validity can be found in the document "Description of the functionality of Data Quality Excellence (GS1 DQX)" in the Download Center at *https://www.gs1-germany.de/produkte-services/master-data/produktdatenmanagement/download-center/#c3293*.

The **Crop** button allows you to submit only part of an image for the visual validation.



Step 4:

Once each image has been assigned to a GTIN, you can complete this step by clicking the **Close Window** button. The product images are now uploaded:

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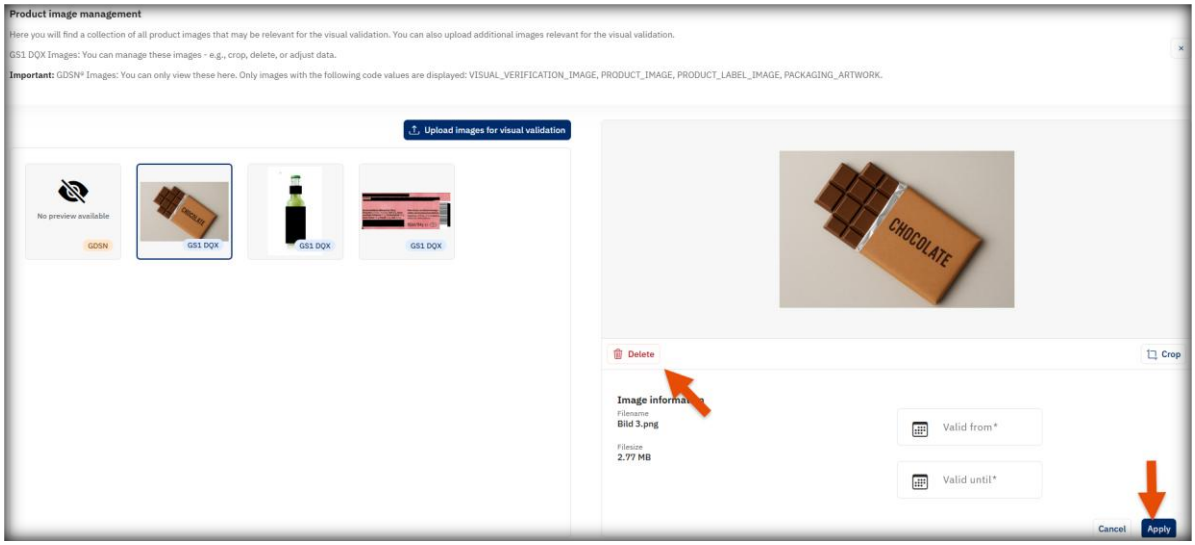
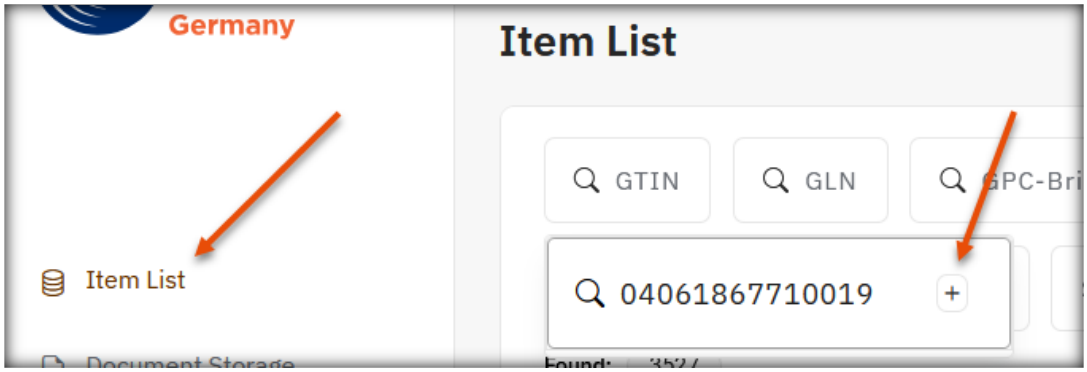
You can delete the images on the item detail page of the respective item (accessible by double-clicking on the respective line in the item list) under **Product image management**, crop them, or adjust the validity dates. Save the changes by clicking the **Apply** button:

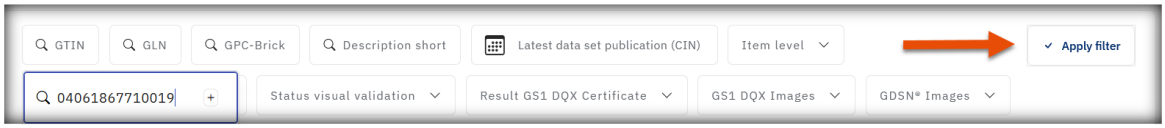


2.2 Upload via the Item Detail Page: This Option Allows You to Upload Images for a Specific Item

Step 1:

To do this, first go to the **item list** and enter the GTIN you want to search for in the search window. Then click on **+** and then on **Apply filter**.





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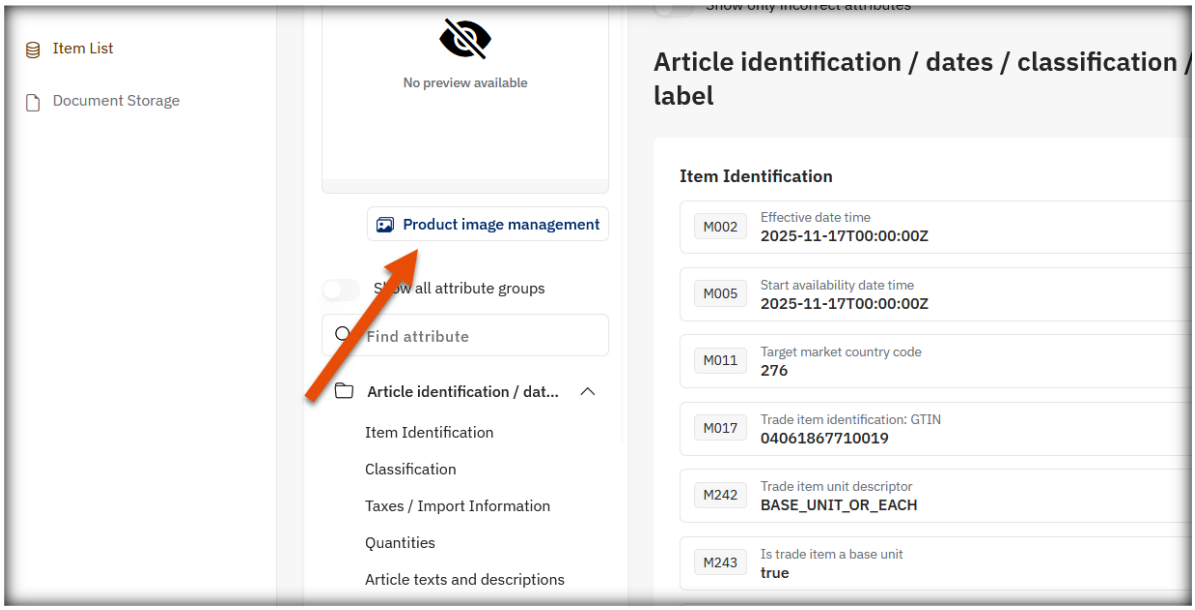
Step 2:

Clicking on the GTIN you are looking for will take you to the item detail page with the specific item master data.
Then go to the **product image management**:

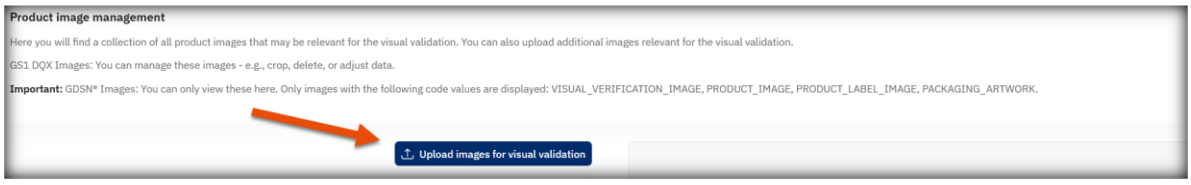


Step 3:

Clicking on the **Product image management** button opens a window. You can drag images into this window or select them using the Explorer via **Upload images for visual validation**.

Here you can optionally assign **valid from** and **valid to** dates to the images. If no validity dates are entered, the product images provided are valid without any time restriction. Further information on image data validity can be found in the document "Description of the functionality of Data Quality Excellence (GS1 DQX)" in the Download Center at *https://www.gs1-germany.de/produkte-services/master-data/produktdatenmanagement/download-center/#c3293*.

Confirm your selection by means of the button **Upload product images**:



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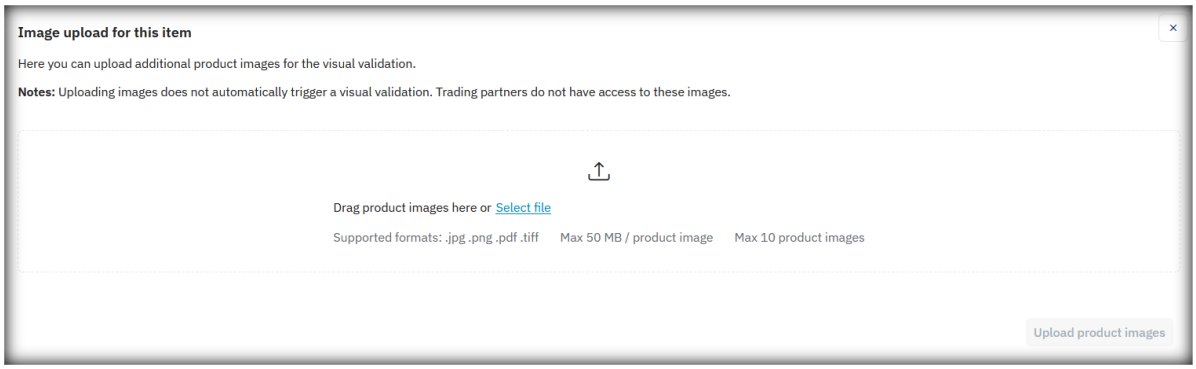
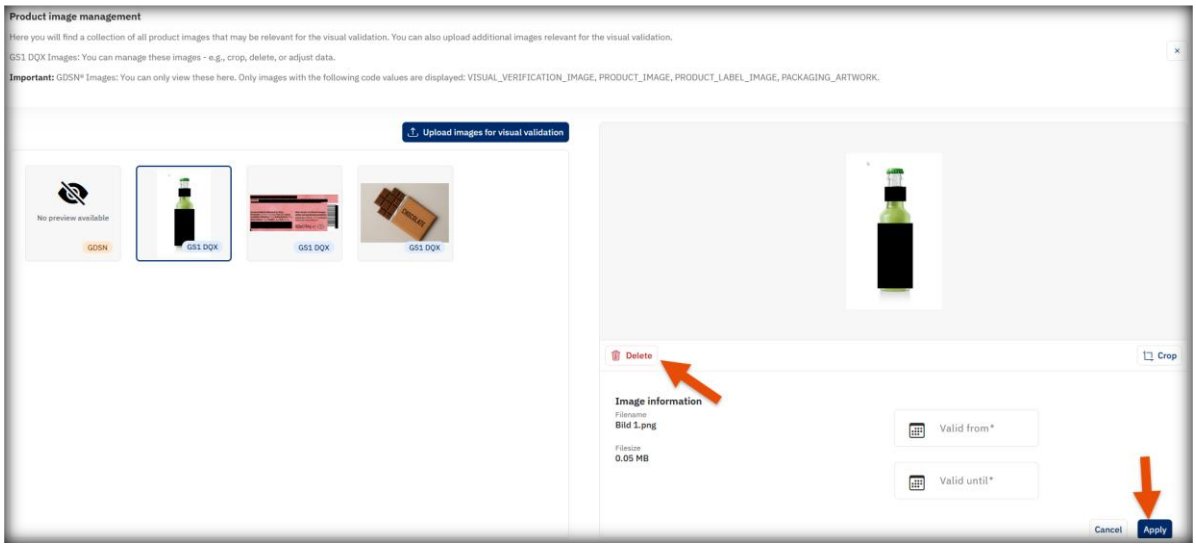


You can delete the images on the item detail page of the respective item (accessible by double-clicking on the respective line in the item list) under **Product image management**, crop them, or adjust the validity data. Save the changes by clicking the **Apply** button:



3 What to Note After Uploading Images

- Uploading images to the GS1 Data Quality Portal does not trigger a visual validation.
- Visual validations can be triggered manually with a click; see "Description of the functionality of Data Quality Excellence (GS1 DQX)" in the Download Center at *https://www.gs1-germany.de/produkte-services/master-data/produktdatenmanagement/download-center/#c3293*.
- When item updates are received from GS1 DQX and the last visual validation was not passed, the following is checked: Have any valid images changed since then? If so, a new visual validation starts automatically; see "Description of the functionality of Data Quality Excellence (GS1 DQX)" in the Download Center at *https://www.gs1-germany.de/produkte-services/stammdaten/produktdatenmanagement/download-center/#c3293*.

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