



799536

Lego



793397

6500522



787111

6500522



787108

6500522



787106

6500163

CAMPAIGN MANAGER USER



785222

6500523_50



785217

6500522_50



785197

6500166_00



785192

6500165_00



785169

6500151_50

Contents

| | |
|----|---|
| 3 | creating campaigns |
| 4 | Editing campaign information |
| 5 | Duplicating & Archiving a campaign |
| 6 | view & restore archived Campaigns |
| 7 | Initial Setup of a campaign |
| 8 | Initial Setup of a campaign (con't) |
| 9 | Initial Setup of a campaign (con't) |
| 10 | adding products to a campaign |
| 11 | adding products to a campaign (Con't) |
| 12 | searching products in a campaign |
| 13 | Viewing Product Information |
| 14 | Creating a Job Group |
| 15 | Creating & deleting a Job |
| 16 | Adding products to a job |
| 17 | searching products in a job |
| 18 | Updating promotional data with a csv file |
| 19 | job specific images |
| 20 | job specific images (con't) |
| 21 | job specific images (con't) |
| 22 | job specific data |
| 23 | removing products from a job |
| 24 | removing products from a campaign |
| 25 | Exporting a job |
| 26 | Exporting a campaign |

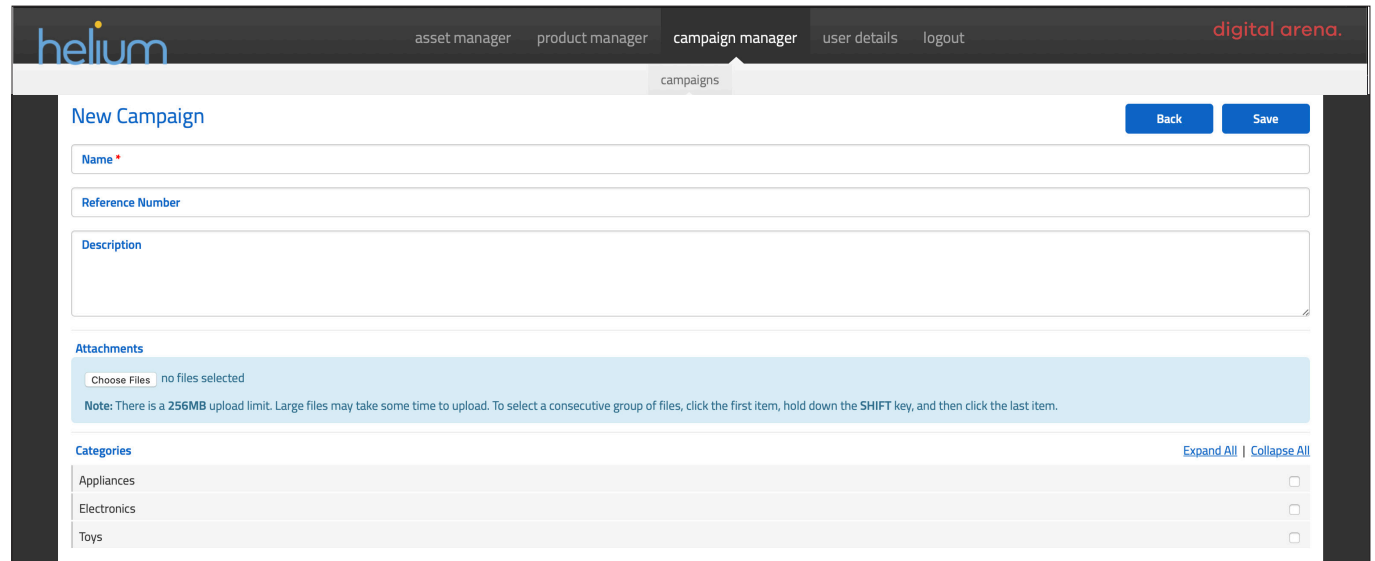
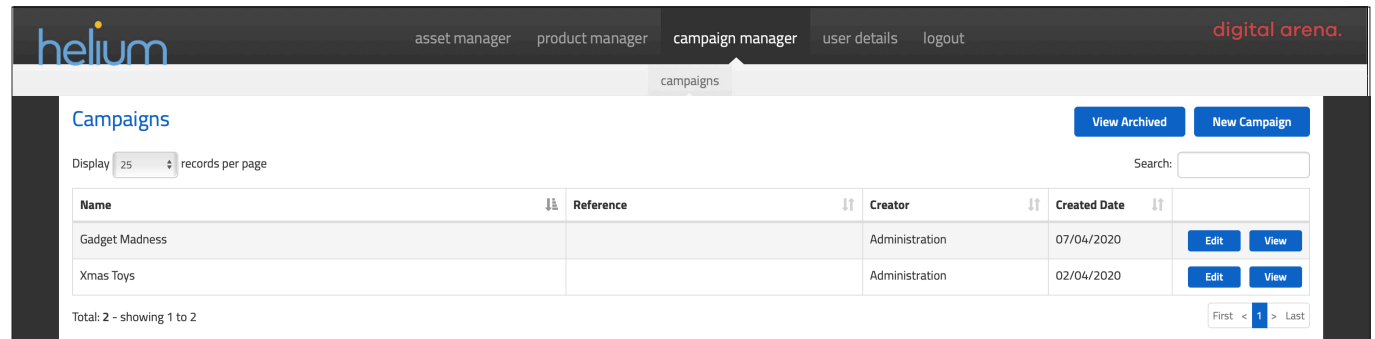
Campaign Manager

Campaign Manager allows you to bring products into a Campaign. This organisation facilitates a central hub for managing product promotional information for various outputs.

Creating a Campaign

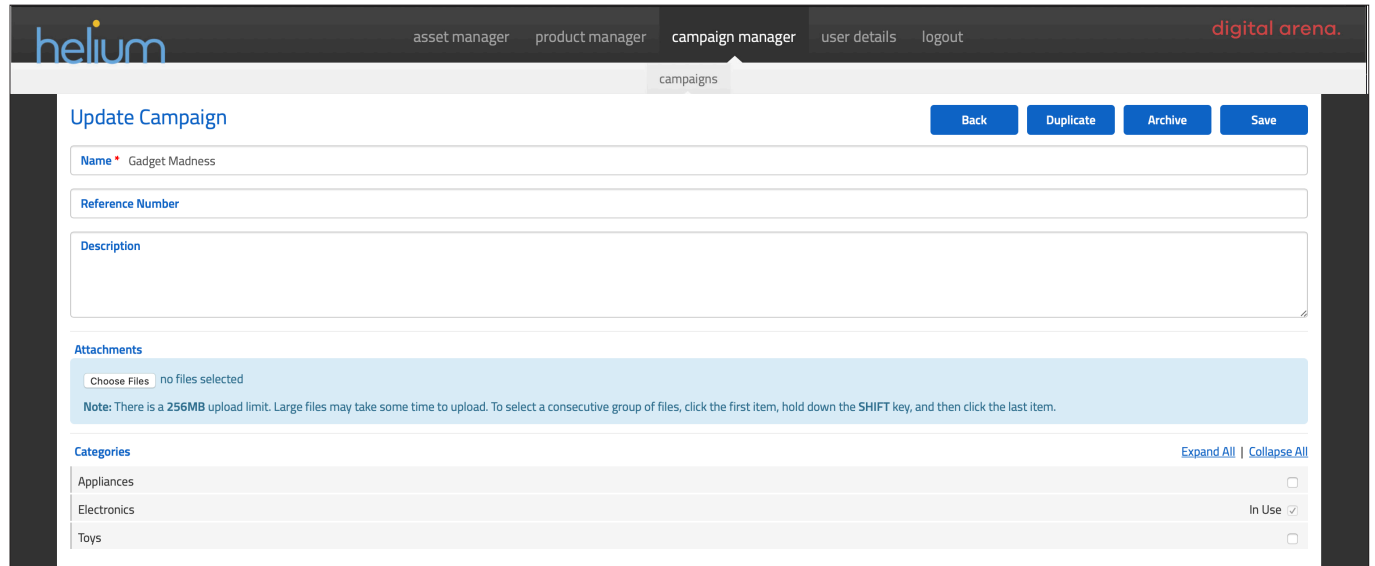
1. From the campaign manager top menu choose **campaigns**
2. Click **New Campaign**
3. Give the campaign a name, reference or description.
4. Select the product categories to use in the campaign by selecting the appropriate checkboxes.
5. Click **Save**

NOTE: Category allocation not only assigns which products can be used in the campaign, but also which users can see and access the campaign.



Editing campaign information

1. From the campaign manager top menu choose **campaigns**
2. Select the campaign, you want to edit. Click **Edit**
3. Change details as required for name, reference number and description. You can also add and remove categories.
4. When complete. Click **Save**



helium asset manager product manager **campaign manager** user details logout digital arena.

campaigns

Update Campaign Back Duplicate Archive Save

Name * Gadget Madness

Reference Number

Description

Attachments

Choose Files | no files selected

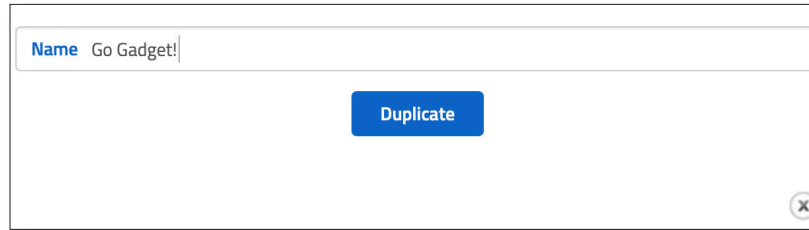
Note: There is a 256MB upload limit. Large files may take some time to upload. To select a consecutive group of files, click the first item, hold down the SHIFT key, and then click the last item.

Categories Expand All | Collapse All

| | |
|-------------|--|
| Appliances | <input type="checkbox"/> |
| Electronics | In Use <input checked="" type="checkbox"/> |
| Toys | <input type="checkbox"/> |

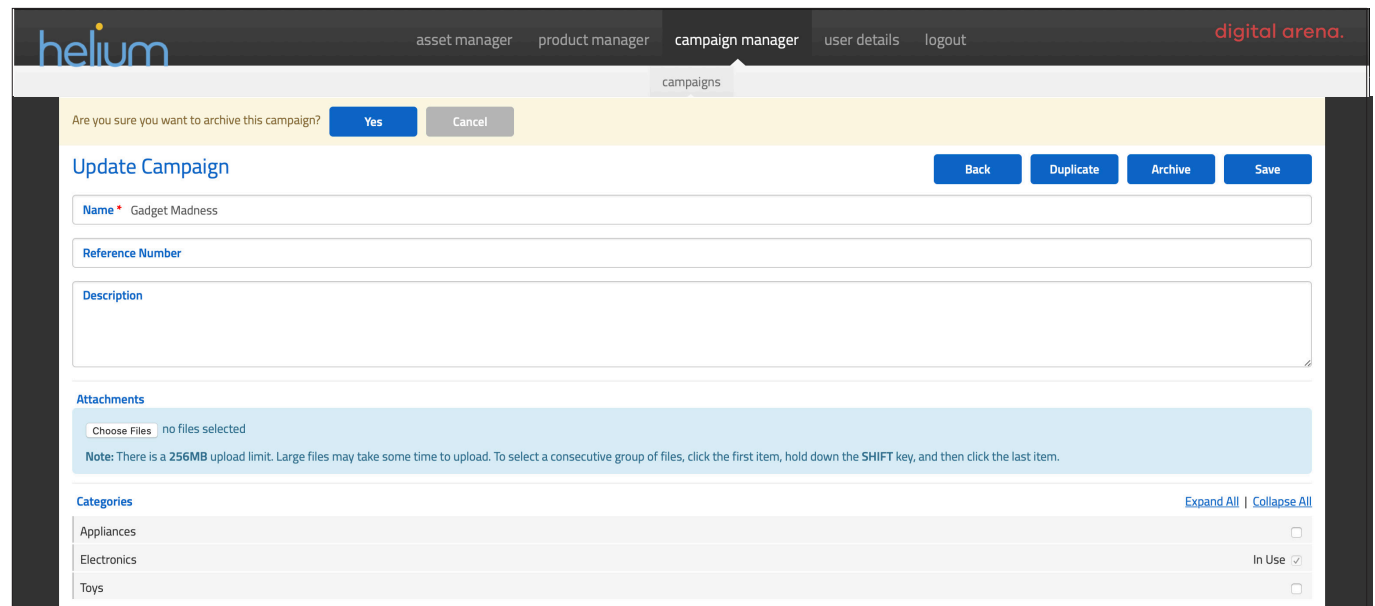
Duplicating a campaign

1. From the campaign manager top menu choose **campaigns**
2. Click **edit** on the campaign you want to duplicate
3. Click the duplicate button, name your duplicated campaign.
4. Click **duplicate**



Archiving a campaign

1. From campaign manager top menu choose **campaigns**
2. Select the campaign, you want to edit. Click **Edit**
3. Click **Archive**. You will be prompted to confirm whether you wish to proceed. (yes/cancel)



NOTE: Duplicating a campaign will duplicate the categories and the contents of the product bucket.

Viewing an archived campaign

1. From campaign manager top menu choose **campaigns**
2. Click **View Archived**
3. Enter a name or reference number, or a date range - otherwise leave blank for a list of all archived campaigns.
4. Click **Search**

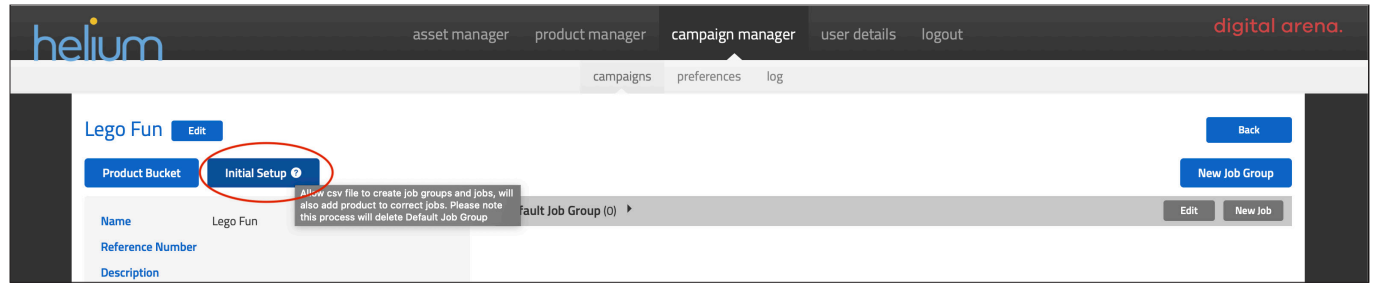
Restoring an archived campaign

1. From campaign manager top menu choose **campaigns**
Click **View Archived**
2. Click **Search**
3. Click **Restore** on the campaign you want to restore

| ID | Reference | Name | Last Updated | By | Action |
|----|-----------|-----------|----------------------|----------------|-------------------------|
| 1 | | Xmas Toys | 07 Apr 2020, 03:57pm | Administration | Restore |

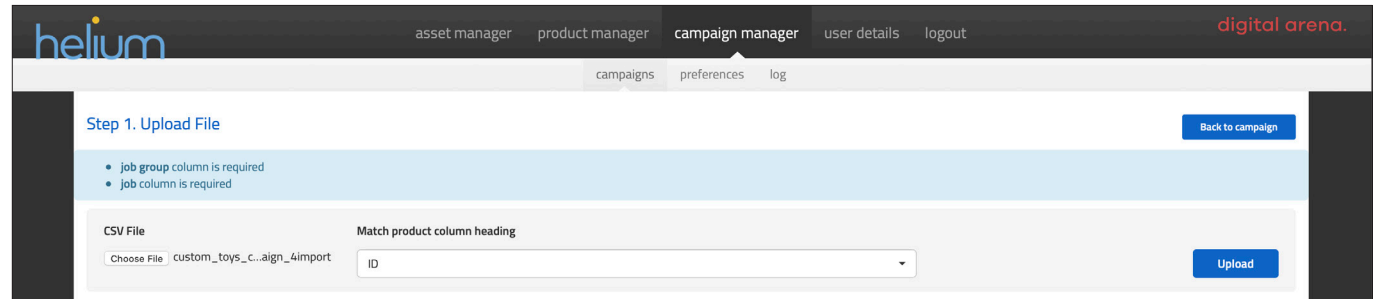
Initial Setup

Once a new campaign has been created - you can construct the Job Groups and Jobs and populate these jobs with product from a CSV file, rather than creating them manually.



Using Initial Setup - Step 1: Upload

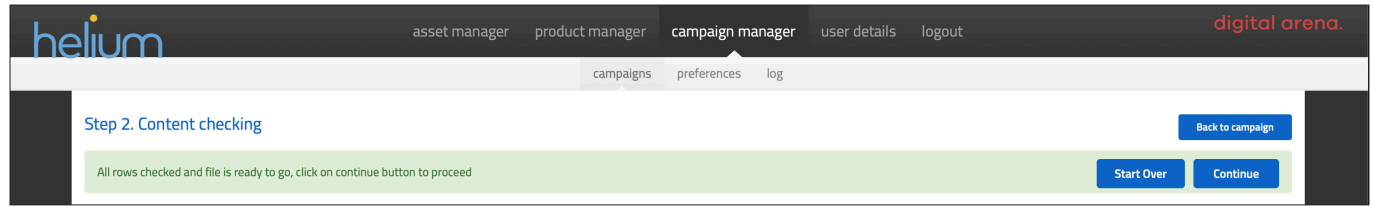
1. From a newly created Campaign, click on **Initial Setup**
2. Click 'Choose File' to select your prepared CSV. As a minimum it requires a Job Group and a Job column (see example Screenshot)
3. From the dropdown menu, select your match criteria, either ID or SKU.
4. When ready, select **Upload**



| id | SKU | category | job group | job | Product Brand |
|----|---------|----------|-----------|--------|----------------|
| 25 | 6511346 | Toys | Star Wars | Page 1 | Lego Star Wars |
| 24 | 6511348 | Toys | Star Wars | Page 1 | Lego Star Wars |
| 23 | 6521485 | Toys | Star Wars | Page 2 | Lego Star Wars |
| 12 | 6522590 | Toys | Technic | Page 1 | Lego Technic |
| 11 | 6522911 | Toys | Technic | Page 2 | Lego Technic |
| 10 | 6522912 | Toys | Technic | Page 2 | Lego Technic |
| 9 | 6522914 | Toys | Technic | Page 3 | Lego Technic |
| 8 | 6522915 | Toys | Technic | Page 4 | Lego Technic |

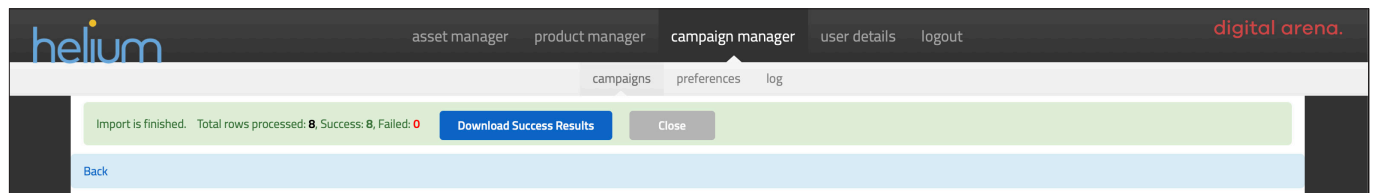
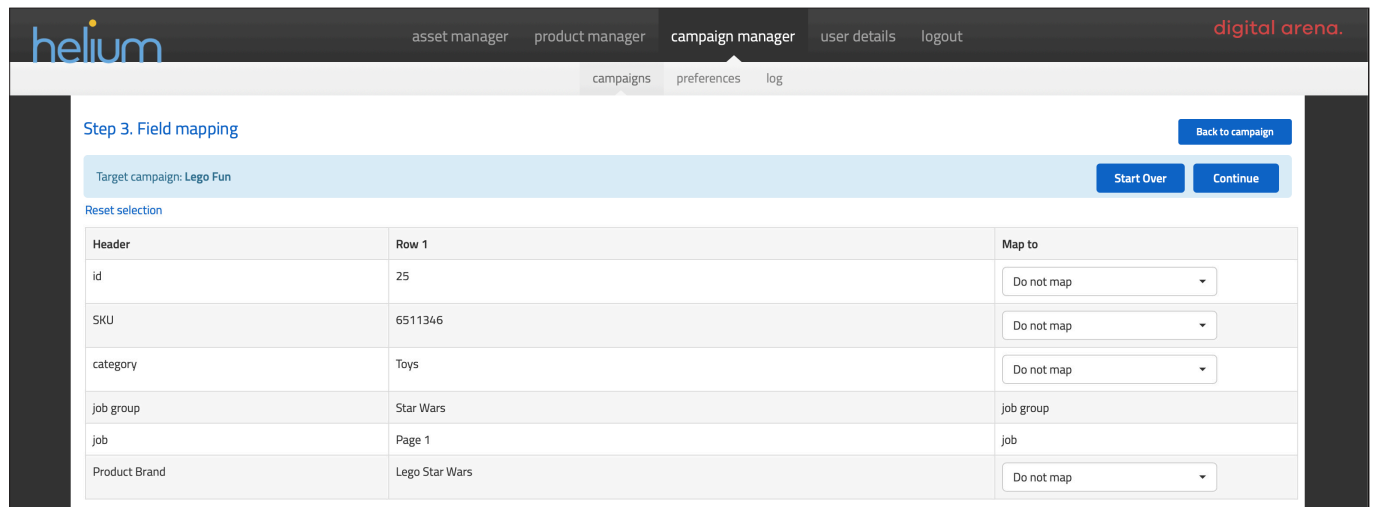
Using Initial Setup - Step 2: Content Checking

1. The CSV file is checked for valid column values and will display a red or green notification, informing you whether you can proceed or not.
2. Choose **Start Over** if you need to amend the CSV file, or **Continue** to process the file.



Using Initial Setup - Step 3: Field Mapping

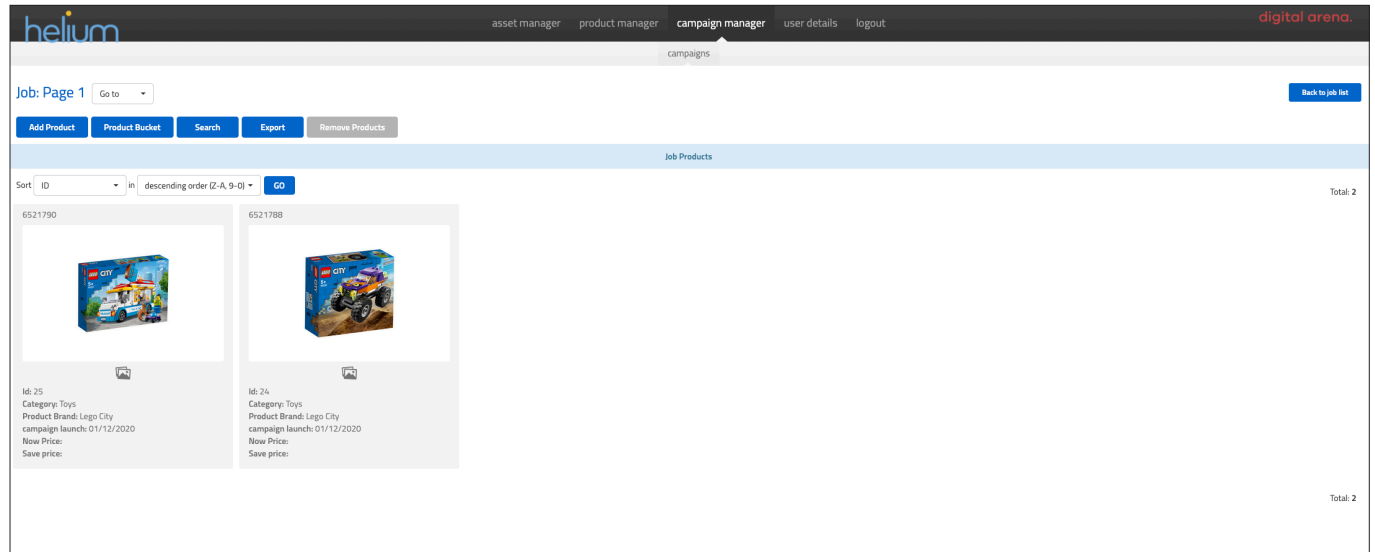
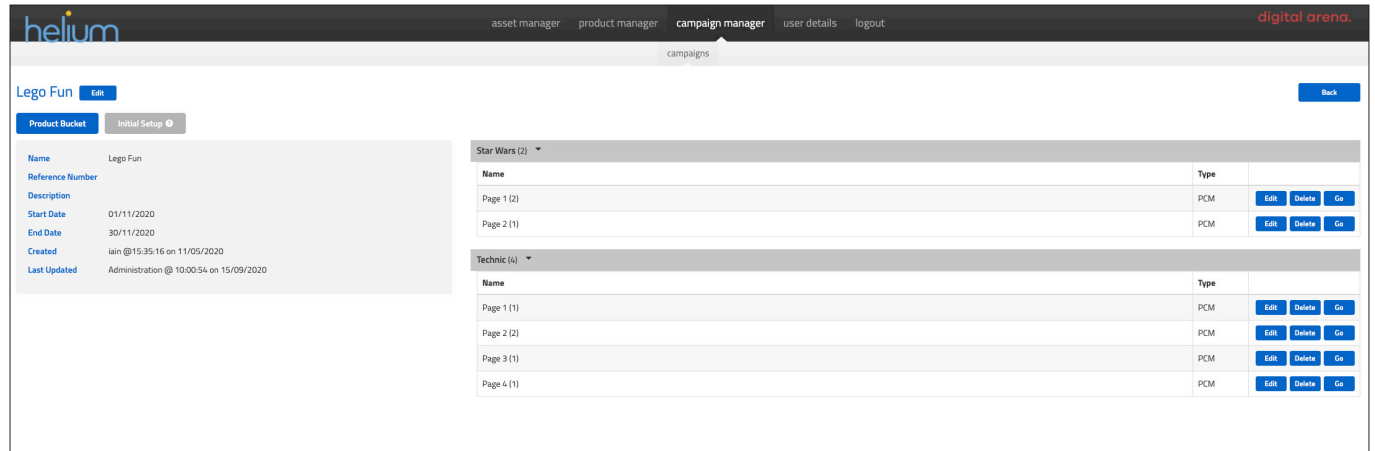
1. The field mapping allows you to select which value matches the corresponding value in the Campaign.
2. If you are including job specific images in the Campaign, these can be added also. You can select **Start Over** and make your changes to the file - or select **Continue**, to load the file using the mappings as displayed.
3. A notification window will appear, showing success or failure. You can select **Download Success Results** to download a CSV file with the details.
4. Select **Close** to remove the notification and select 'Back' to return to the Campaign window.



NOTE: Any values set to 'Do not map' will be ignored and won't be uploaded into the Campaign

Using Initial Setup - Results

1. Once Initial Setup is used, the button will be greyed out and will not function again, as the Campaign has been created.
2. In this example, the Default Job Group has been renamed, and the Job Groups have been created along with their Jobs and product within those jobs. In addition, they have been populated with images - since the image reference was included in the CSV file.



Adding products to a campaign

1. From the campaign manager top menu choose **campaigns**
2. Click **View** on the campaign you want to add product to.
3. Click **Product Bucket**

helium asset manager product manager **campaign manager** user details logout digital arena.

campaigns

Gadget Madness [Edit](#) [Back](#)

[Product Bucket](#) [New Job Group](#)

| Name | Type | | |
|------------|------|----------------------|--------------------|
| Page 1 (4) | PCM | Edit | Go |
| Page 2 (4) | PCM | Edit | Go |
| Page 3 (0) | PCM | Edit | Go |






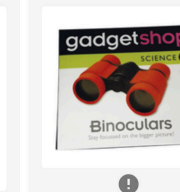
helium asset manager product manager **campaign manager** user details logout digital arena.

campaigns

Campaign: Gadget Madness [Back to job list](#)

[Add Product](#) [Search](#) [Export](#) [Update](#) [Remove Products](#)

Sort in [GO](#) Used in jobs: 6 Total: 8

| | | | | | |
|---|--|--|--|--|--|
|  <p>Id: 58 Category: Electronics Product Brand: gadgetshop SCIENCE</p> |  <p>Id: 59 Category: Electronics Product Brand: gadgetshop SCIENCE</p> |  <p>Id: 60 Category: Electronics Product Brand: gadgetshop SCIENCE</p> |  <p>Id: 61 Category: Electronics Product Brand: gadgetshop SCIENCE</p> |  <p>Id: 62 Category: Electronics Product Brand: gadgetshop SCIENCE</p> |  <p>Id: 63 Category: Electronics Product Brand: gadgetshop SCIENCE</p> |
|---|--|--|--|--|--|


Adding products to a campaign (con't)

4. Click **Add Product**. Type the ID or SKU's in the field. (separate them with a space).
5. Click **Search**
6. Select the products you require, by checking the round checkbox at the top of the product thumbnail. Click **Add Selected** or **Select All** then click **Add Selected**
7. Review your job products and use the collection tool ⊖ to remove a product if required
8. Click **Back To Job List**, to return to the job group window.


Campaign: Gadget Madness Searched: 2 Found: 2 Selected: 2

SKU

5934653



5934670




Alternative method of adding a product to a campaign

1. Select **Push** from a product details window
2. From the dropdown, select a campaign, Job Group and Job.
Click outside the dropdown and click **Continue** to add the product to the selected job.

Primary Image

6522911



Secondary Images

Associated Products

Add this product to

Nothing selected

test

blank

page 1

Page2

Page3

page 4

page1

Lego Fun

Technic

Page 1

Campaign: Lego Fun
Job Group: Technic

The product has been successfully added to selected campaigns/jobs

Add this product to

Nothing selected

Nothing selected

Searching products in a job

1. From the campaign manager top menu choose **campaigns**
2. Click **View** on the campaign you want to search
3. Select your Job Group, and click **Go** on the job you wish to search
4. Click **Search** from the function row
5. Enter the ID or SKU number(s) you wish to locate and click **Search**
6. The product(s) will be displayed and then can be sorted in various ways by the Sort dropdown (see inset)
7. Click **Back to bucket** to return to the campaign bucket or select **Back to job list** to return to the Job Group



Viewing Product Information in a job or Campaign

- Clicking on a product image, will open the product information window. This shows at the top, a breadcrumb trail - showing the current Campaign and Job that the product belongs to.
- Below are the Promotional Fields - which can be edited directly. Click **Save** when done.
- The Core Fields are shown below the Promotional Fields and can be accessed and edited by clicking the **Edit** button. This will take you to the product details page. Pressing the **Back** button will return you to the Job that you were in previously.

Campaign: Toys R US Job: Page 2 [Save](#)

SKU: 6313769_51-0651449 (id 69)

Promotional Fields

Title Template 1x1 ▼


Order on Page 1

campaign launch

Now Price

Save price

Core Fields [Edit](#)

| | | |
|----------------------|--------------------|--|
| SKU | 6313769_51-0651449 |  |
| Keywords | | |
| Category | Toys | |
| ID | 69 | |
| Description | City Transport | |
| Keywords | | |
| Product Brand | Lego City | |
| Product Code | | |
| launch date | 01/12/2020 | |
| Regular price | | |

PURPOSE: A job group is an element of a campaign. A campaign may contain a catalogue, tickets, EDM and social media elements. These are considered job groups. Each will have products assigned to it.

Adding a job group to a campaign

1. From the campaign manager top menu choose **campaigns**
2. Review the list of existing campaigns, and click **View** on the campaign you want to add a job group to.
3. Click **New Job Group**
4. Enter a name for your job group. Click **Save**

The screenshot shows the 'Campaigns' page in the Helium Campaign Manager. At the top, there are navigation links for 'asset manager', 'product manager', 'campaign manager', 'user details', and 'logout'. The 'campaign manager' link is active. Below the navigation is a search bar and a 'Display 25 records per page' dropdown. The main content is a table with columns: Name, Reference, Creator, Created Date, Start Date, and End Date. There are four rows of data:

| Name | Reference | Creator | Created Date | Start Date | End Date |
|----------------|-----------|----------------|--------------|------------|------------|
| Gadget Madness | | Administration | 07/04/2020 | 01/11/2020 | 30/11/2020 |
| Lego Fun | | iaim | 11/05/2020 | 01/11/2020 | 30/11/2020 |
| test | | iaim | 20/05/2020 | | 30/11/2020 |
| Toys R US | | Administration | 20/04/2020 | 30/12/2020 | 12/02/2021 |

At the bottom of the table, it says 'Total: 4 - showing 1 to 4' and has pagination controls for 'First', '1', and 'Last'.

The screenshot shows a 'New Job Group' modal form. It has a title 'New Job Group' and a 'Save' button. Below the title is a text input field with the label 'Name *' and the value 'Web Ads'. There is a close button (X) in the bottom right corner.

The screenshot shows the 'Lego Fun' campaign details page. On the left, there is a 'Product Bucket' section with details for the 'Lego Fun' product bucket. On the right, there are two tables showing job groups:

Technic (4)

| Name | Type | Actions |
|------------|------|------------------|
| Page 1 (1) | PCM | Edit, Delete, Go |
| Page 2 (2) | PCM | Edit, Delete, Go |
| Page 3 (1) | PCM | Edit, Delete, Go |
| Page 4 (1) | PCM | Edit, Delete, Go |

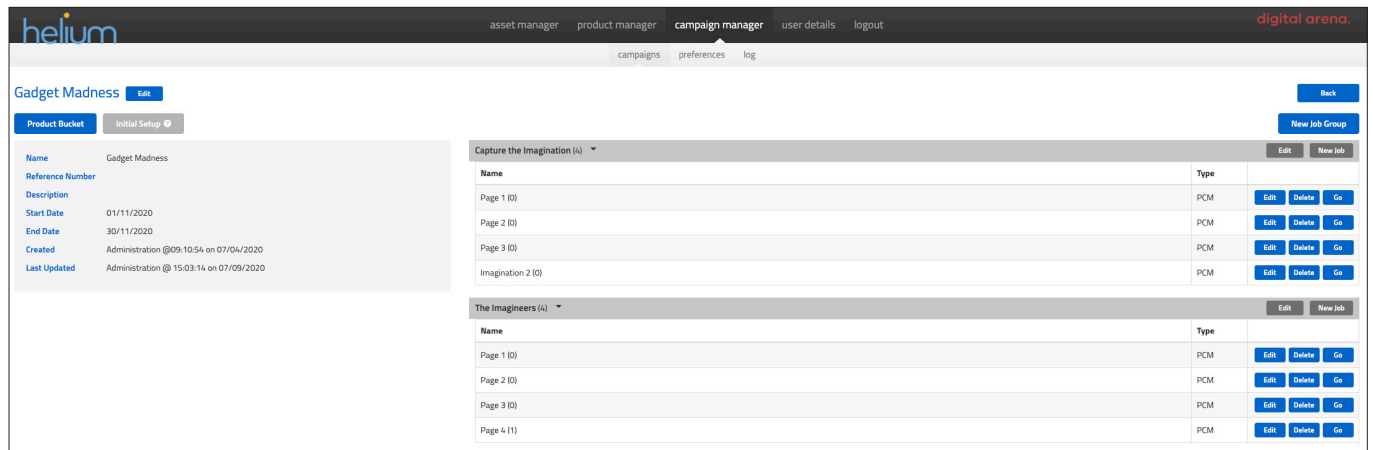
Web Ads (2)

| Name | Type | Actions |
|------------|------|------------------|
| Page 1 (2) | PCM | Edit, Delete, Go |
| Page 2 (1) | PCM | Edit, Delete, Go |

PURPOSE: A Job is a component of a Job Group.
For example pages of a catalogue, or elements of an EDM. Products are allocated to a Job.

Adding a job to a Job Group within a Campaign

1. Click **New Job**. Choose New job.
2. Enter a name.
3. Choose the appropriate group from the dropdown menu
4. Click **Save** when done.

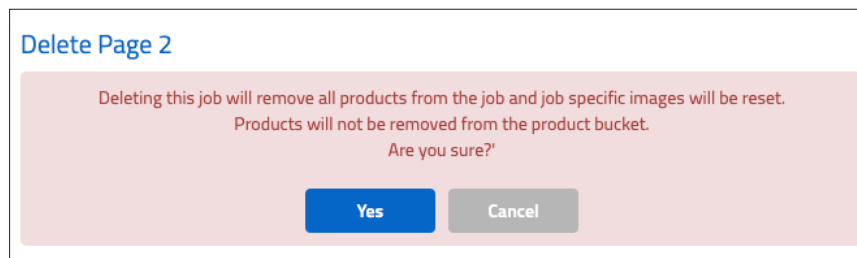
| Name | Type | Actions |
|-------------------|------|----------------|
| Page 1 (0) | PCM | Edit Delete Go |
| Page 2 (0) | PCM | Edit Delete Go |
| Page 3 (0) | PCM | Edit Delete Go |
| Imagination 2 (0) | PCM | Edit Delete Go |

Deleting a job from a Job Group

1. Click **Delete** from the job you wish to delete.
2. A warning is displayed confirming that the products will be removed and job specific images will be reset to their original settings

NOTE: Products are only removed from the Job, not the Product Bucket.

NOTE: Job names within a Campaign must be unique. Helium will alert you if a name is already in use.



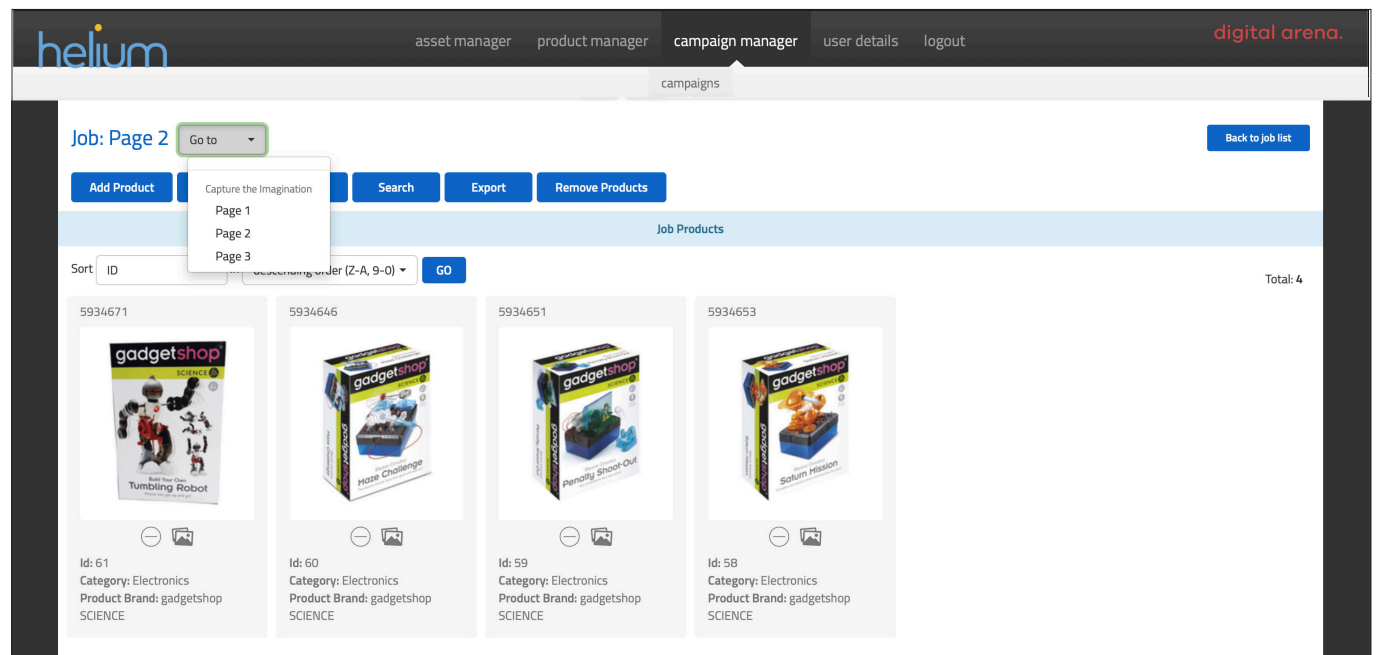
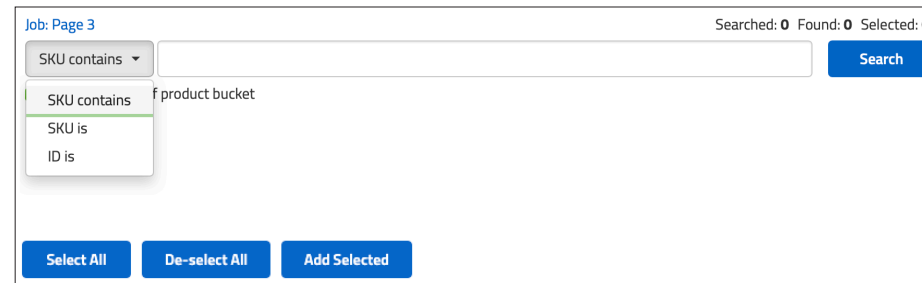
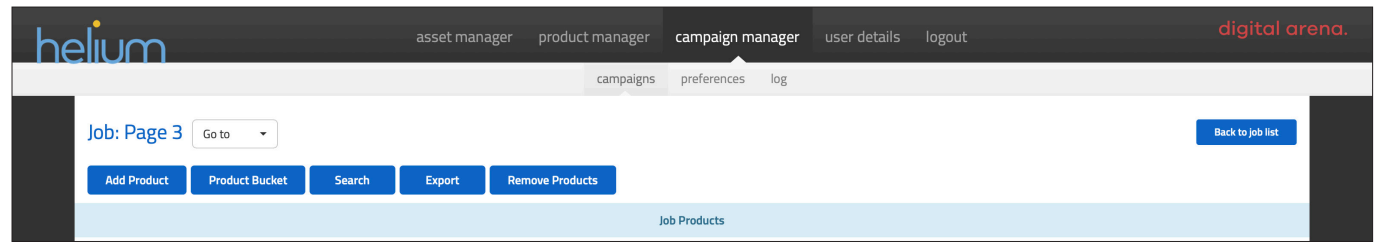
PURPOSE: Products can be added to a job in various ways, depending on the number of products, and the workflow guidelines applicable to you.

Adding products to a job

1. From the campaign manager top menu choose **campaigns**
2. Review the list of existing campaigns, and click **View** on the campaign you want to work in..
3. Click **Go** on the job you want to add products to.
4. Click **Add Product**. Type the ID or SKU's in the field. (separate them with a space). Ensure "Search outside of product bucket" is checked
5. Click **Search**
6. Select the products you require, by checking the round checkbox at the top of the product thumbnail. Click **Add Selected** or **Select All** then click **Add Selected**
7. Review your job products and use the collection tool ⊖ to remove a product if required
8. Click **Back To Job List**, to return to the job group window.

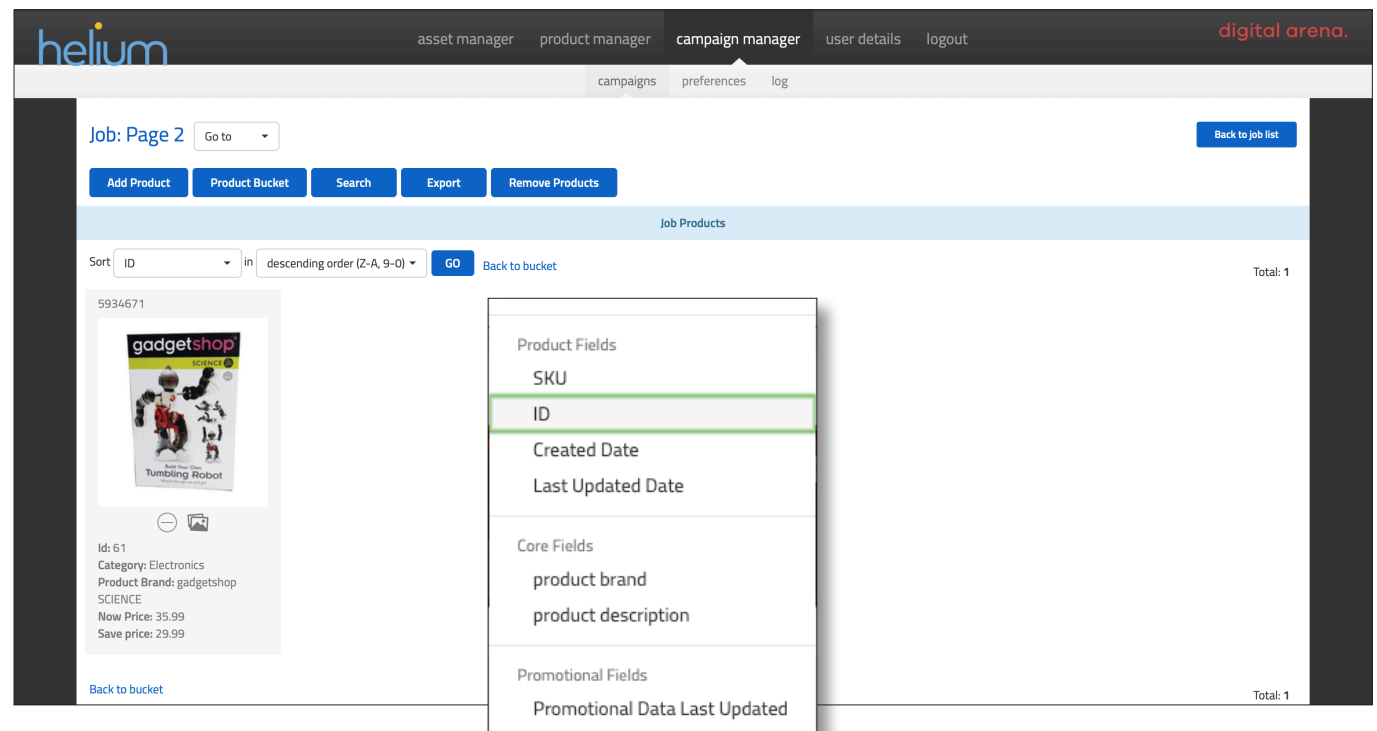
• The **Product Bucket** button toggles you between the products in the job and all the products in the Campaign.

TIP: From within a job, you can quickly jump to other jobs in the Campaign using the 'Go to' dropdown menu



Searching products in a job

1. From the campaign manager top menu choose **campaigns**
2. Click **View** on the campaign you want to search
3. Select your Job Group, and click **Go** on the job you wish to search
4. Click **Search** from the function row
5. Enter the ID or SKU number(s) you wish to locate and click **Search**. (You can choose 'is' or 'contains' for your search for SKU)
6. The product(s) will be displayed and then can be sorted in various ways by the Sort dropdown (see inset)
7. Press **GO** to execute the sort.



CAUTION: The Search function in a job - only searches for products used in that job. Ensure you are in the correct job or search from the Campaign instead.

Updating promotional data with a csv file

Step 1: Upload

1. From the campaign manager top menu choose **campaigns**
2. Review the list of existing campaigns, and click **View** on the campaign you wish to update.
3. Click **Product Bucket**
4. Click **Update** from the function row at the top of the page. Click **choose file** and select your prepared csv file.
5. Select SKU or ID to match the column headings in your csv file
6. Click **Upload**

Step 2: Content Checking

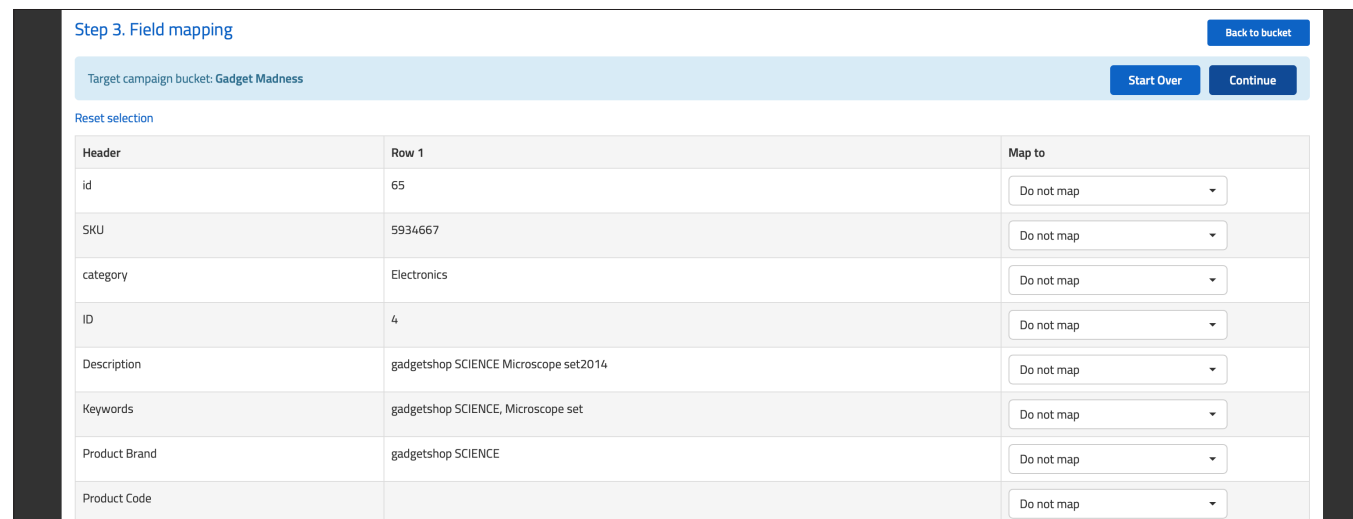
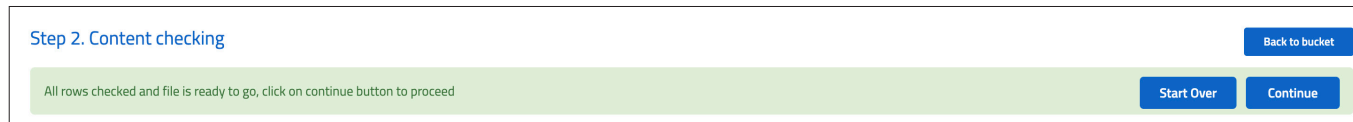
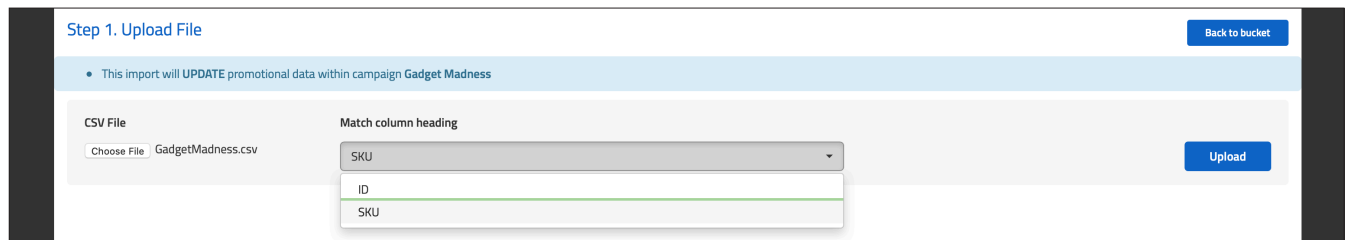
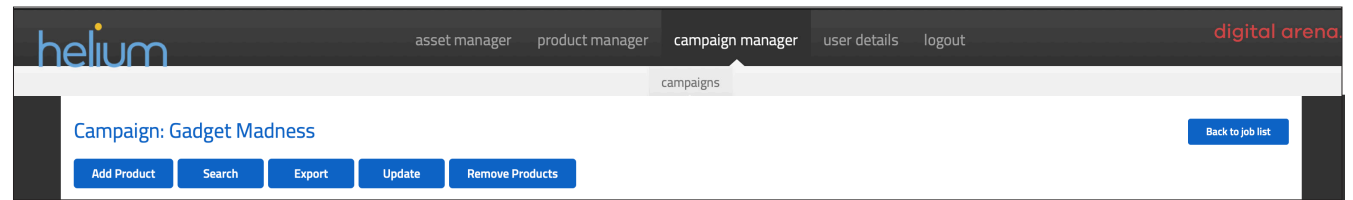
• The uploaded file will be checked, and any errors or relevant information will be highlighted. For example, non-existing products will be listed. These entries are ignored.

1. click **Start Over** to cancel and amend your file, or click **Continue** to go to step 3.



Step 3: Field Mapping

• Ensure, the cells you want to update are mapped to the correct field in Product Manager. Fields that are marked a 'Do not map' are not updated


1. Click **Continue**
2. A message will indicate the upload is in progress. When completed, the message will confirm the upload is complete, showing the number of rows processed and success and failed entries.
3. You can download a summary csv of the file products updated - using 'DOWNLOAD SUCCESS RESULTS' otherwise, those that were not uploaded can be accessed using 'DOWNLOAD FAILED RESULTS'
4. Click **Close** to exit the update process.

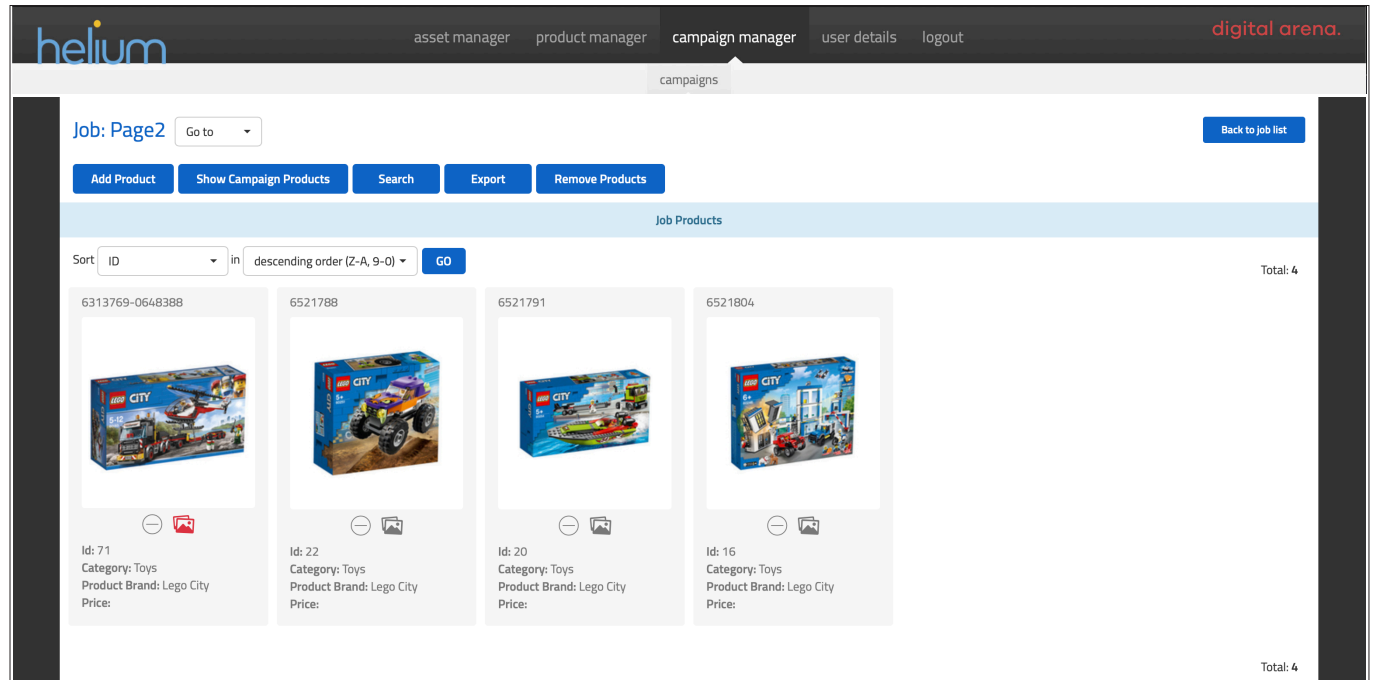


PURPOSE: Job specific images is an important part of customising product in a job. It involves changing the assets assigned with a product, specifically for a particular job. The changes are specific only to that job, and are not replicated in Product Manager or any other job









Manage images is only accessible from a job. The Manage image icon looks like this . If a product has image changes it will be red. 

Step 1: Selecting the product

1. From campaign manager top menu choose **campaigns**
2. Review the list of existing campaigns, and click **View** on the campaign you want to work in..
3. Click **Go** on the job you want to access.
4. Identify the product and click the Manage image icon 



The screenshot shows the Helium Campaign Manager interface. At the top, there are navigation tabs: 'asset manager', 'product manager', 'campaign manager', 'user details', and 'logout'. The 'campaign manager' tab is active. Below the navigation, there's a 'Job: Page2' dropdown and a 'Go to' button. A 'Back to job list' button is in the top right. A toolbar contains 'Add Product', 'Show Campaign Products', 'Search', 'Export', and 'Remove Products'. The main area is titled 'Job Products' and shows a list of four LEGO City products. Each product card includes an image, a minus sign, and a red manage image icon. Below each image, the product ID, category, brand, and price are listed. The total number of products is 4.

| Product ID | Image | Manage Icon | Product Details |
|-----------------|---|---|--|
| 6313769-0648388 |  |  | Id: 71 Category: Toys Product Brand: Lego City Price: |
| 6521788 |  |  | Id: 22 Category: Toys Product Brand: Lego City Price: |
| 6521791 |  |  | Id: 20 Category: Toys Product Brand: Lego City Price: |
| 6521804 |  |  | Id: 16 Category: Toys Product Brand: Lego City Price: |

- The Job specific image icon takes you to a window where all available assets are displayed. From here, you can change which assets are primary, secondary or additional, and which ones will be included in this particular job.

Step 2 : Making changes

- Depending on the settings, Asset Manager images may not be visible.

1. From the dropdown menus, you can make changes to each asset - assigning them as Primary, Secondary, Logo or Web Banner
2. Once you have made your changes, ensure the assets to be included, have the round checkbox ticked.
3. Then click **Save** to save your changes and update the products for this job.

- To undo the changes and revert the product assets back to their original settings, click the **Reset** button

Job: Page2 Selected: 2

Asset title contains **Search** Reset **Save**


Images for this Job

Select the images below

Existing product images

6313769-0648388


Additional ▼



Asset Manager images


6313769_00-0651447

Additional ▼




6313769_50-0651448

Primary ▼




6313769_51-0651449

Additional ▼




6313769a-0648389

Additional ▼




6313769b-0648390

Additional ▼

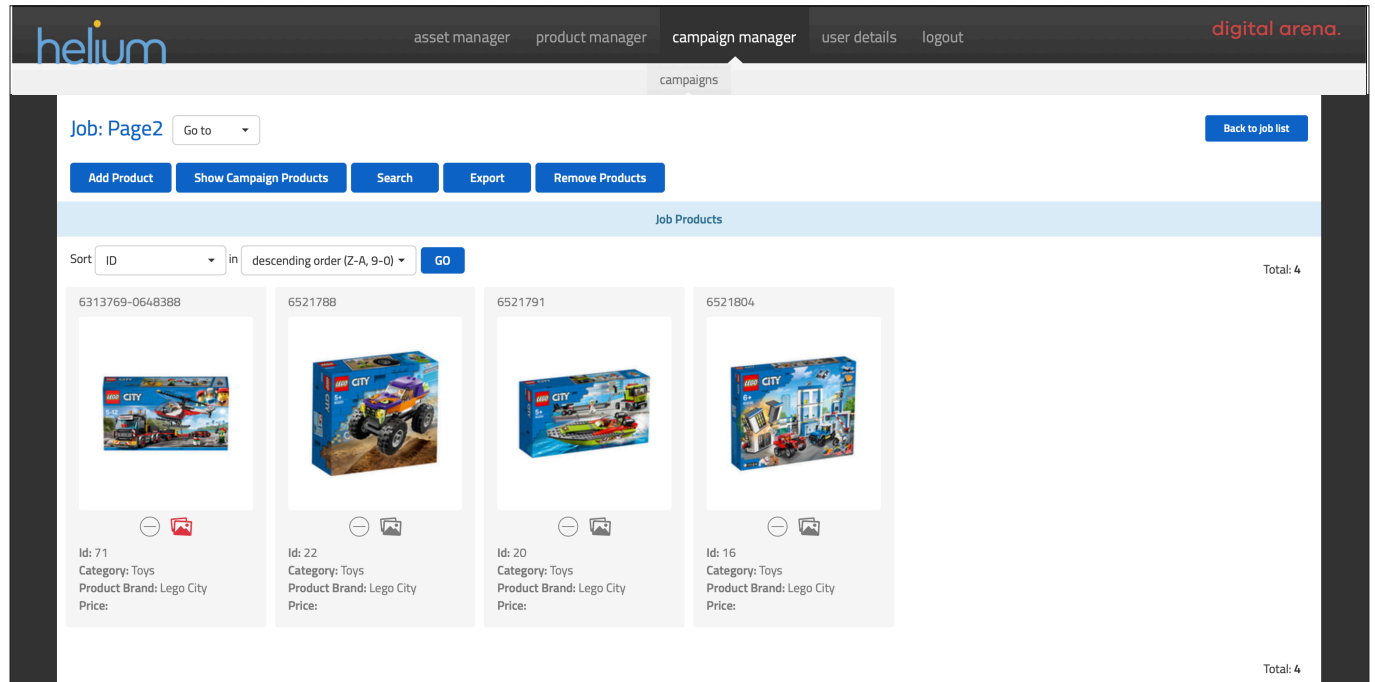


X





• Once saved, you will be returned to the job page.
 Products that have been altered - will now have a red manage image icon  This indicates that the assets associated with the product, have been changed and differ from the Product Manager information.

Step 3 : Reviewing changes

1. Check that all your changes are correct and have been saved.
2. If desired, click on the Manage image icon and confirm.
3. Click **Back to job list** to return to the Campaign.



The screenshot shows the Helium Campaign Manager interface. At the top, there is a navigation bar with 'helium' logo and links for 'asset manager', 'product manager', 'campaign manager', 'user details', and 'logout'. The 'campaign manager' link is active. Below the navigation bar, there is a 'campaigns' tab and a 'Job: Page2' header with a 'Go to' dropdown menu. A 'Back to job list' button is in the top right corner. Below the header, there are buttons for 'Add Product', 'Show Campaign Products', 'Search', 'Export', and 'Remove Products'. The main content area is titled 'Job Products' and features a sorting section with 'Sort ID' and 'descending order (Z-A, 9-0)' and a 'GO' button. The product list shows four items, each with a product image, ID, category, brand, and price. The first item has a red manage image icon. The total count for the list is 4.

| ID | Image | Id | Category | Product Brand | Price |
|-----------------|---|----|----------|---------------|-------|
| 6313769-0648388 |  | 71 | Toys | LEGO City | |
| 6521788 |  | 22 | Toys | LEGO City | |
| 6521791 |  | 20 | Toys | LEGO City | |
| 6521804 |  | 16 | Toys | LEGO City | |

PURPOSE: Job specific data is an important part of customising product in a job. It involves changing specific data fields, for a product, within a specific job.

Job specific promotional fields are defined in System Preferences.

The changes made are specific to that job only.

The job specific data icon looks like this 

If a product has job specific data - the icon will be red 

Step 1: Selecting the product

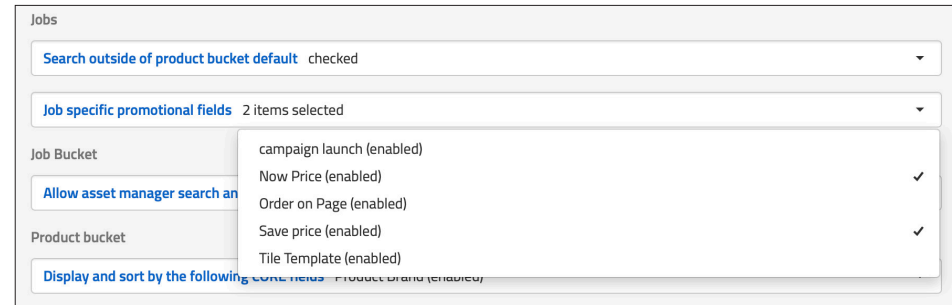
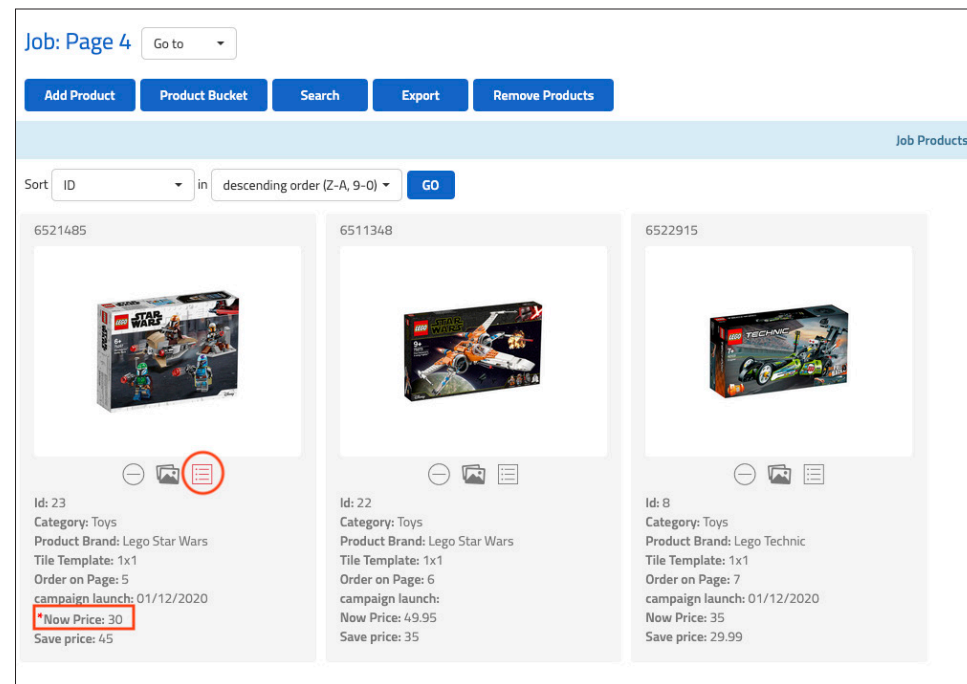
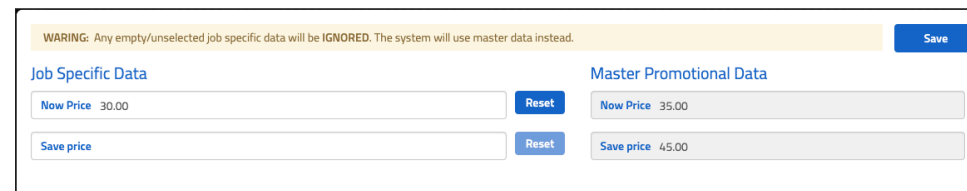
1. From campaign manager top menu choose **campaigns**
2. Review the list of existing campaigns, and click **View** on the campaign you want to work in
3. Click **Go** on the job you want to access

• Clicking on the job specific data icon, takes you to a window where the job specific fields are displayed in the left column and the master (default) promotional data is in the right column.

Step 2: Making changes

1. Enter values in the job specific data fields - as appropriate
2. When finished, click **Save**
The job specific data icon will now be Red, indicating the product now has job specific data

NOTE: The job specific data - only applies to a job, within a Campaign. The original values, in the promotional fields for the product - remain.

Removing products from a job

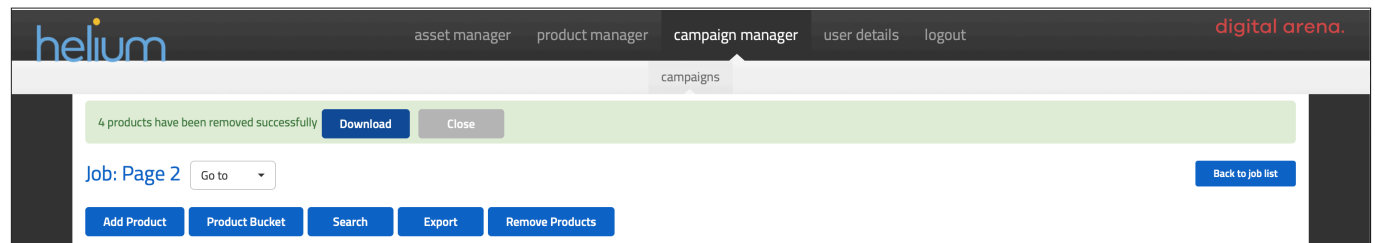
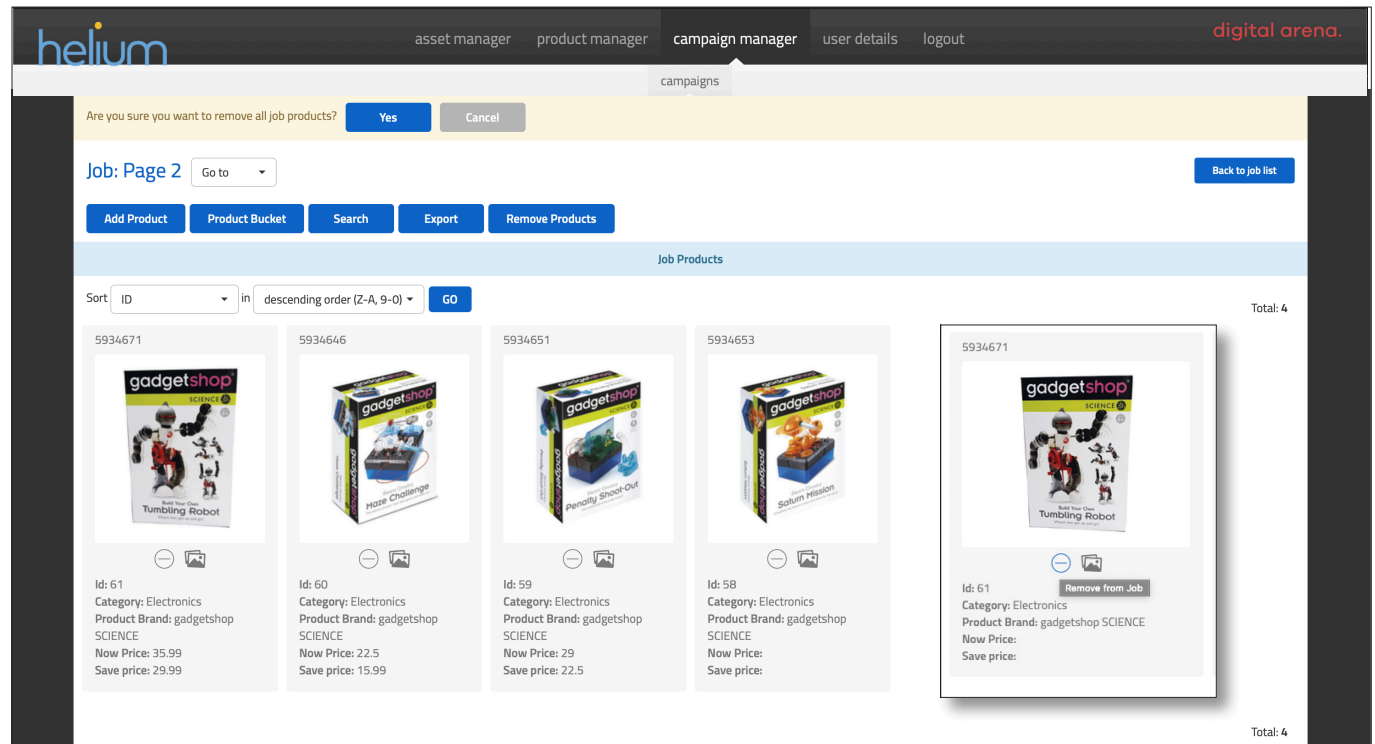
1. From the campaign manager top menu choose **campaigns**
2. Review the list of existing campaigns, and click **View** on the campaign you wish to update.
3. Click **Go** on your selected job, from the appropriate job group.
Click the collection tool ⊖ to remove an individual product or products from the job [see insert]

To remove all products from a job

4. Click **Remove Products** from the function row at the top of the page. You will see a warning at the top of the page whether you are sure you want to remove all job products. Click **Yes** or **Cancel**

5. You will get a confirmation notification and the option to download a CSV record of the products removed by selecting **Download**. Select **Close** to remove the notification.

NOTE: You need to remove a product from a job before you can remove it from the Product Bucket - and therefore the Campaign.



| id | SKU |
|----|---------|
| 61 | 5934671 |
| 60 | 5934646 |
| 59 | 5934651 |
| 58 | 5934653 |

Removing products from a Campaign

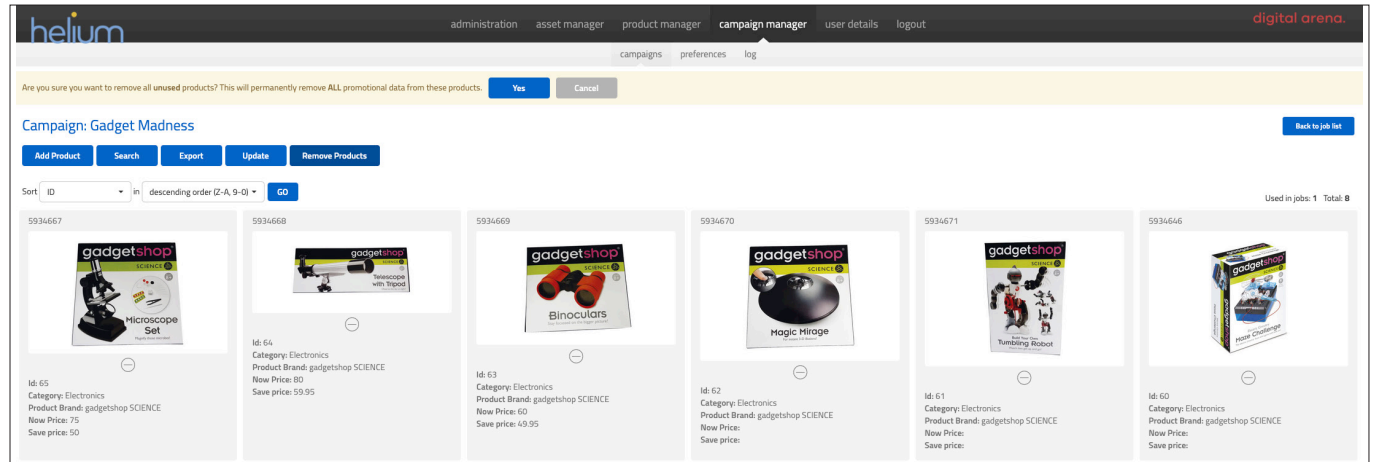
1. From the campaign manager top menu choose **campaigns**
2. Review the list of existing campaigns, and click **View** on the campaign you wish to update.
3. From the left hand side, click **Product Bucket**
4. Click the collection tool ⊖ to remove an individual product or products from the campaign

To remove all products from a campaign

5. Click **Remove Products** from the function row at the top of the page. You will see a warning at the top of the page whether you are sure you want to remove all unused products? This will permanently remove ALL promotional data for these products. Click **Yes** or **Cancel**
6. You will get a confirmation notification and the option to download a CSV record of the products removed. Click **close** to remove the notification.

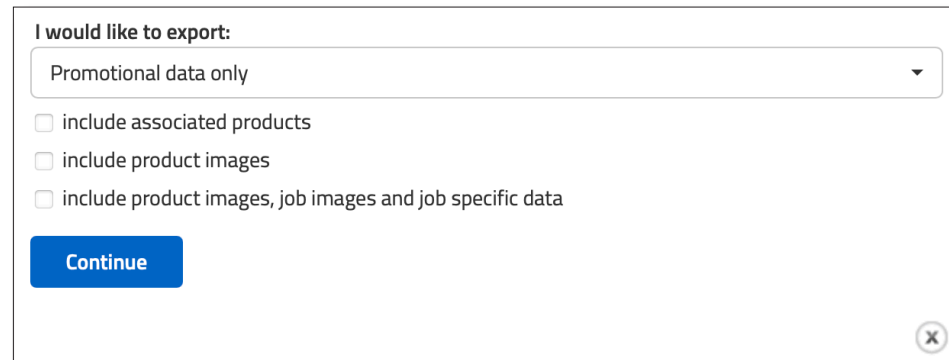
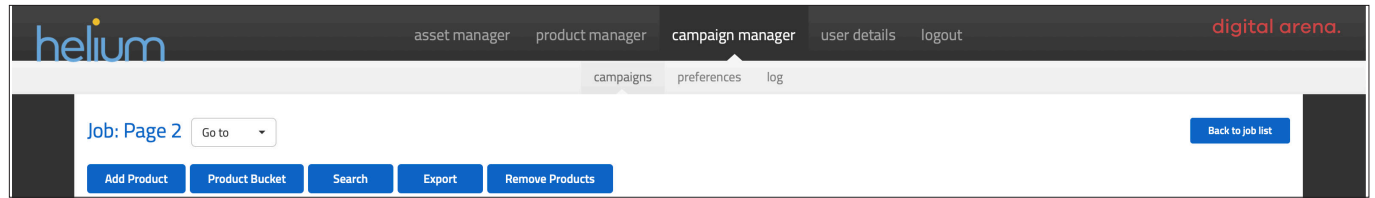
The Exclamation icon ! indicates that the product is in use in one or more jobs. Hover over the icon to see which jobs it is used in [see insert].

NOTE: This function only removes products from a campaign that have not been used.



Exporting a job

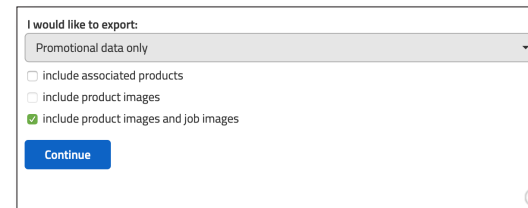
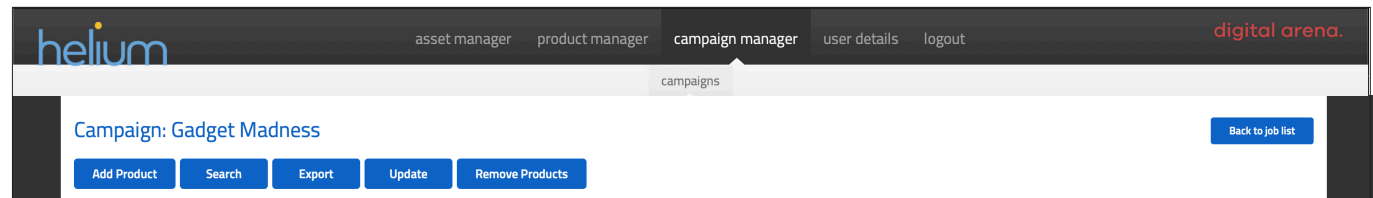
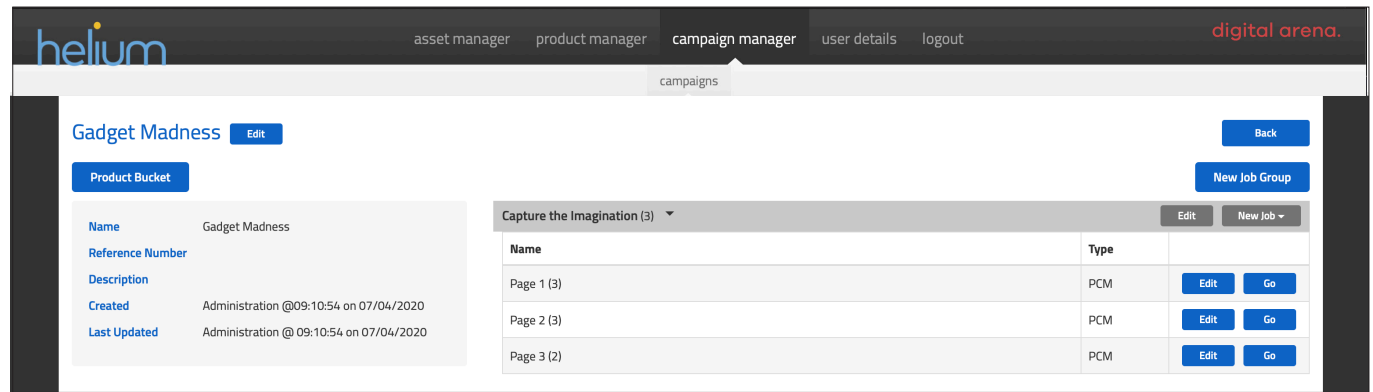
1. From the campaign manager top menu choose **campaigns**
2. Review the list of existing campaigns, and click **View** on the campaign you wish to export.
3. Click **Go** on your selected job, from the appropriate job group.
4. Click **Export** from the function row at the top of the page
5. A floating window will appear. Choose from the dropdown menu, between 'promotional data only' and 'promotional and core data'. You can choose to 'include associated products' and/or 'include product images' and 'include product images and job images and job specific data'
6. Click **Continue**. A csv file will be created and downloaded.



| id | SKU | category | ID | Description | Keywords | Product Brand | Product Code | img_primary |
|----|---------|-------------|----|--|-----------------------------------|--------------------|--------------|-------------|
| 61 | 5934671 | Electronics | 8 | gadgetshop SCIENCE Tumbling Robot | gadgetshop SCIENCE,Tumbling Robot | gadgetshop SCIENCE | | 5934671 |
| 60 | 5934646 | Electronics | 1 | gadgetshop SCIENCE Maze Challenge | | gadgetshop SCIENCE | | 5934646 |
| 59 | 5934651 | Electronics | 2 | gadgetshop SCIENCE Penalty Shoot Out2014 | | gadgetshop SCIENCE | | 5934651 |
| 58 | 5934653 | Electronics | 3 | gadgetshop SCIENCE Saturn Mission2014 | | gadgetshop SCIENCE | | 5934653 |

Exporting a campaign

1. From the campaign manager top menu choose **campaigns**
2. Review the list of existing campaigns, and click **View** on the campaign you wish to export.
3. Click on the **Product Bucket**
4. Choose **Export** from the function row at the top of the page
5. A floating window will appear. Choose from the dropdown menu, between 'promotional data only' and 'promotional and core data'. You can choose to 'include associated products' and/or 'include product images'
6. Click **Continue**. A csv file will be created and downloaded



| id | SKU | category | ID | Description | Keywords | Product Brand | img_primary |
|----|---------|-------------|----|--|--|--------------------|-------------|
| 65 | 5934667 | Electronics | 4 | gadgetshop SCIENCE Microscope set2014 | gadgetshop SCIENCE, Microscope set | gadgetshop SCIENCE | 5934667 |
| 64 | 5934668 | Electronics | 5 | gadgetshop SCIENCE Telescope with Tripod | | gadgetshop SCIENCE | 5934668 |
| 63 | 5934669 | Electronics | 6 | gadgetshop SCIENCE Binoculars 4x32mm | gadgetshop SCIENCE, Binoculars, 4x32mm | gadgetshop SCIENCE | 5934669 |
| 61 | 5934671 | Electronics | 8 | gadgetshop SCIENCE Tumbling Robot | gadgetshop SCIENCE, Tumbling Robot | gadgetshop SCIENCE | 5934671 |
| 60 | 5934646 | Electronics | 1 | gadgetshop SCIENCE Maze Challenge | | gadgetshop SCIENCE | 5934646 |
| 59 | 5934651 | Electronics | 2 | gadgetshop SCIENCE Penalty Shoot Out2014 | | gadgetshop SCIENCE | 5934651 |
| 62 | 5934670 | Electronics | 7 | gadgetshop SCIENCE Magic Illusion | gadgetshop SCIENCE, Magic Illusion | gadgetshop SCIENCE | 5934670 |
| 58 | 5934653 | Electronics | 3 | gadgetshop SCIENCE Saturn Mission2014 | | gadgetshop SCIENCE | 5934653 |