



Magento HelpFiles:

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Adding Attribute Options



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This HelpFile will help you with adding new options to an existing Attribute.. Simply follow the steps below or head over to our YouTube channel to see watch videos on how to do this. Just search for “WebCreationUK” on YouTube.

1. Log into the admin panel and select hover over the “Catalog” menu
2. Hover over “attributes” and select “Manage Attributes”
3. Click on The attribute that you would like to add the options to and select “Edit”
4. Click on “Manage Label / Options” on the left hand side of the page.
5. In the “Admin” Field, type the name you would like for the Attribute
6. In the “Default Store View” type how you would like the options to be titled on the site. For example: “Select Size”
7. Now click on “Add Option”, this is where you add the actual options.
8. We suggest putting the same value in both “Admin” and “Default Store View”
9. The “Position” option is where you would like the option to appear on the list. This needs to be a numerical value.
10. Once you have completed one row simply click on “Add Option” and repeat the process
11. Click on “Save Attribute”