Ease of Doing Business!
NEW & IMPROVED AKER Electronic Product File (EPF)

	105314-055-007
105314	105314-094-001
105314	105314-094-004
105314	105314-094-007
102863	102863-000-001
102863	102863-000-004
102863	102863-000-007
CUSTOM-EPF	NEW-HOW-TO-CUSTOM

Our goal is to continuously improve the ease of doing business with AKER by MAAX by providing you the tools needed to grow your business. Which is why we are excited to share with you our NEW and IMPROVED AKER Electronic Product File (EPF).

What's New:

- More detailed product information – no need to seek out product details, everything you need is in just one file.

- Table of Contents – quick links to easily navigate the EPF

- Glossary – explanations of each new field on the EPF

- Custom EPF – create custom EPF and Web Content extracts with only the information you need in the order you want it

- Website Content Updates – access product media and search engine friendly content to update your website

AKER BY MAAX

EPF Overview & How-to-Guide

How-To-Guide

This guide will provide an overview of all the new features and functionalities in this EPF, and provide step-by-step instructions on how to extract data for your inventory system and/or website content updates.

1) Glossary: Explanation of data found in EPF sheet (over 100 new pieces of information added)

2) Custom-EPF & How-To: Quick & Easy Pivot Table tool allows you to create your own custom data extracts

3) Website Content How-To: Guide on how to create custom data extracts for updating AKER website data

4) EPF: Latest Electronic Product File (EPF)

5) Discontinued Products: List of discontinued products and their replacements

1. Glossary

The Glossary contains a brief explanation of each column found on the EPF sheet. Click on the Column Labels to navigate to that column on the EPF sheet.

Column Name (on EPF sheet)

Column Location (on EPF sheet)

Explanation of Columns (on EPF sheet)

If applicable to a specific product category, the category will be indicated. If the field is blank, its applicable to all product categories.

Click on a Column Name to go directly to that column on the on EPF sheet.

Click on any Column Name on the EPF sheet to go back to the Glossary sheet.

3

2. Custom EPF (Step 1 of 3)

Step 1: Select the data you want in your custom EPF in order to update your inventory system or website.

1) Select the data you want by clicking the checkbox next to each topic.

PivotTable Fields

Choose fields to add to report:

Search

- Brand
- Series
- ☑ **Product Category**
- Product Number
- Price List Code
- ☑ **Sales Code**
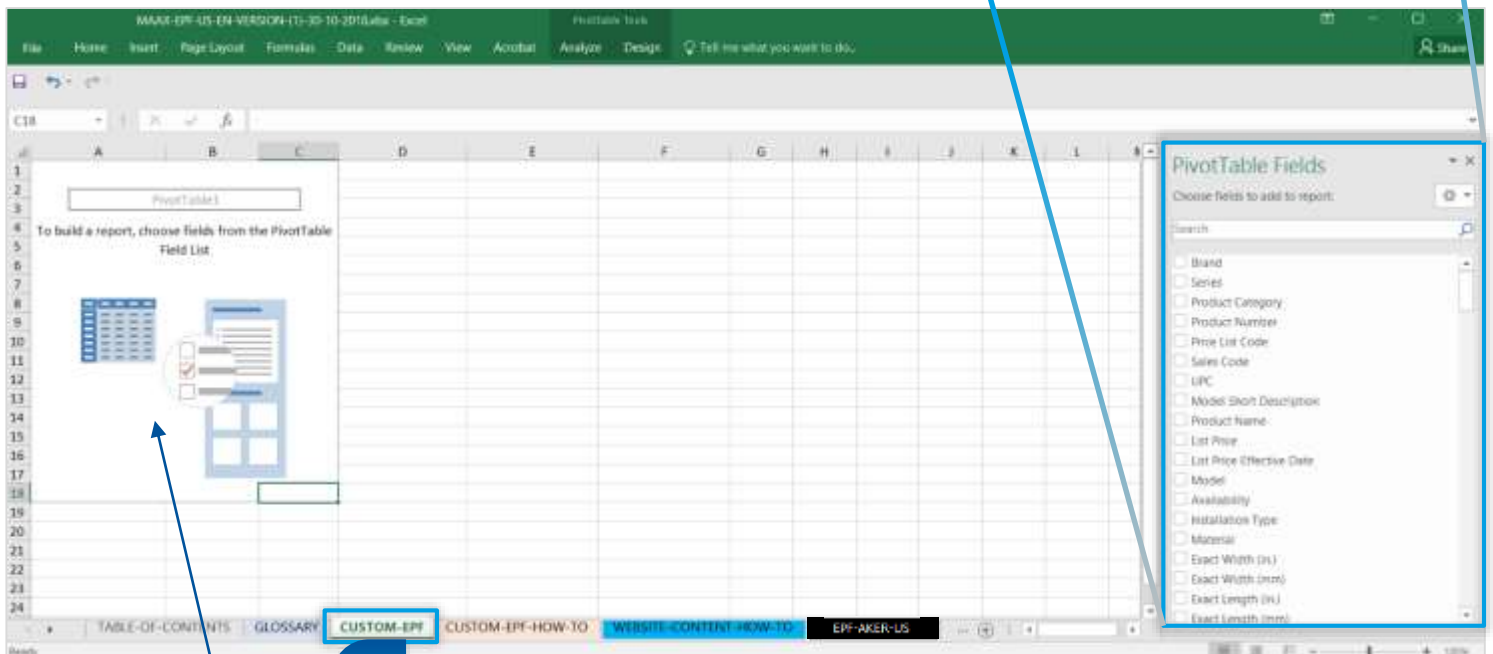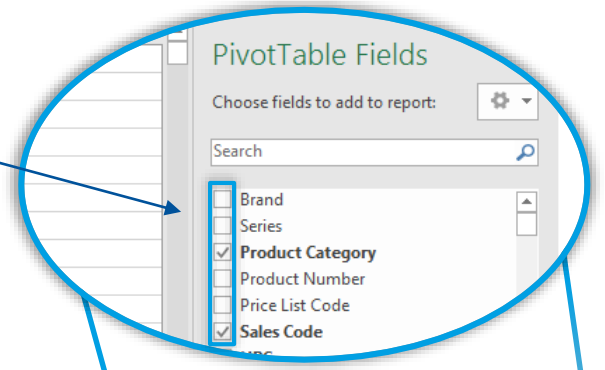
2) The topic will then appear on the sheet.

Note: the data will appear in the EPF sheet in the same order you selected them. For example, the first item selected will appear in the first column, the second item selected will appear in the second column and so on, regardless of the order in which they appear in the list.

2. Custom EPF (Step 2 of 3)

Step 2: Convert the data to an uploadable data format.

1) Click on the triangle in left top corner of the table to select all.
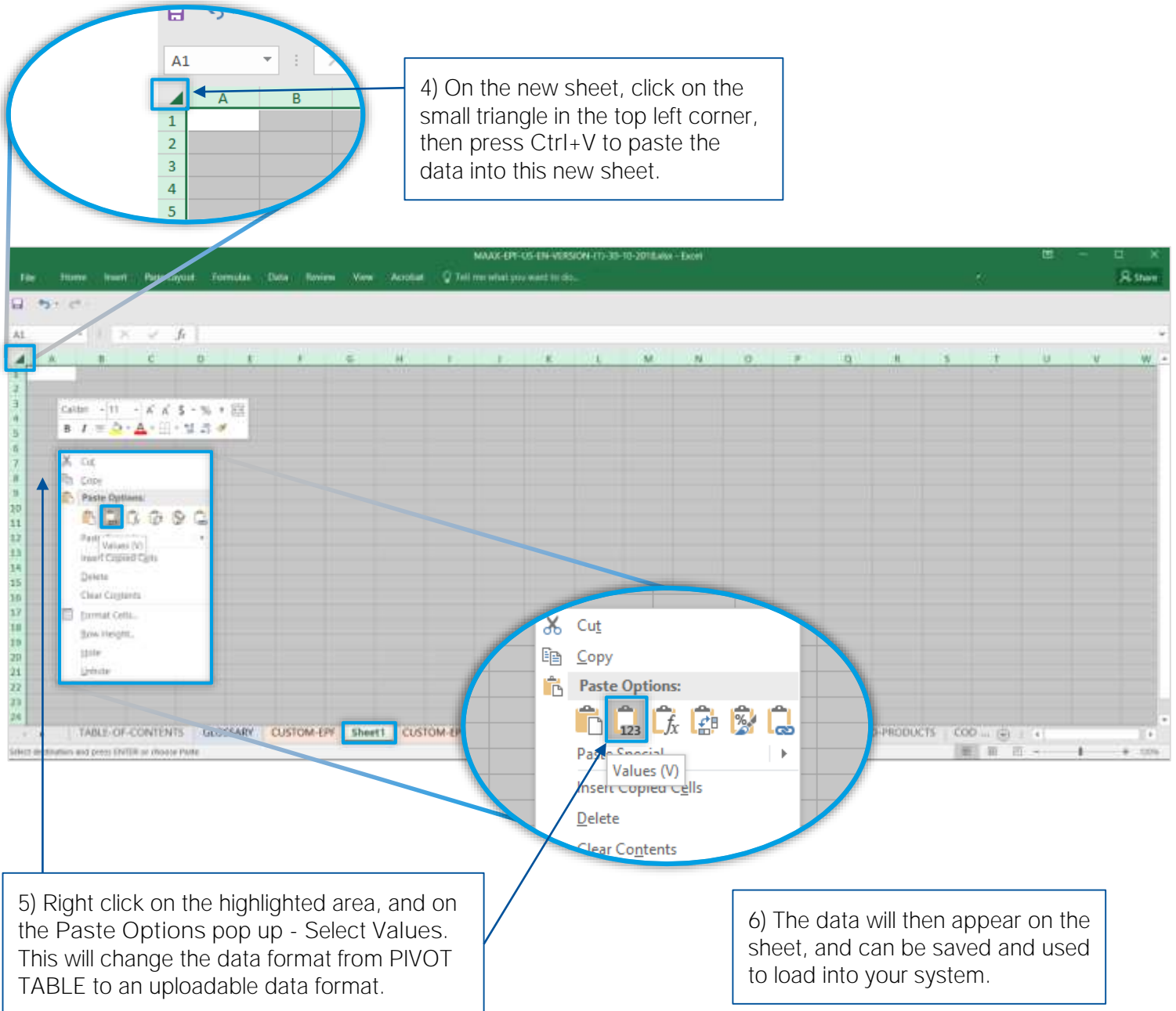
2) Press keys Ctrl+C to copy the data selected.

2

3) Create a new blank sheet by pressing the + button

Step 3: Convert data to an uploadable data format. Cnt'd

4) On the new sheet, click on the small triangle in the top left corner, then press Ctrl+V to paste the data into this new sheet.

5) Right click on the highlighted area, and on the Paste Options pop up - Select Values. This will change the data format from PIVOT TABLE to an uploadable data format.

6) The data will then appear on the sheet, and can be saved and used to load into your system.

3. Website Content Updates

Update your AKER Website Content Quickly & Easily!

We want you to stay competitive in the digital era, which is why we added new data to facilitate AKER product updates to your website.

The Custom EPF sheet contains all AKER product data, and new data like; product specs, descriptions, links to product images, installation guides and tech drawings and other content to help you update AKER product information on your website. Simply use the links in the Custom EPF to download the files you need, then refer to columns "EK-EY" file names to quickly upload data into you product information management system.

➔ See below for addition improvements that will enhance AKER website content updates.

Product names are search engine optimized (SEO)

Image file and document file names in the Custom EPF sheet exactly match actual file names to facilitate data connections in your PIM systems.

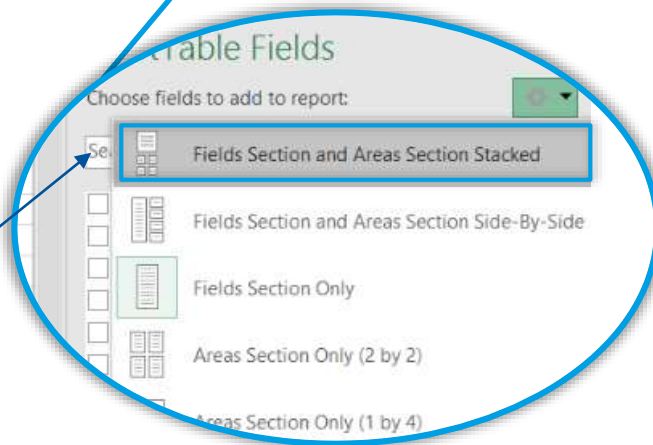Media documents exact file names allow for faster, multiple updates at once.

Step 1: Change the Pivot Table Fields panel layout.

1) Click on the gear icon.
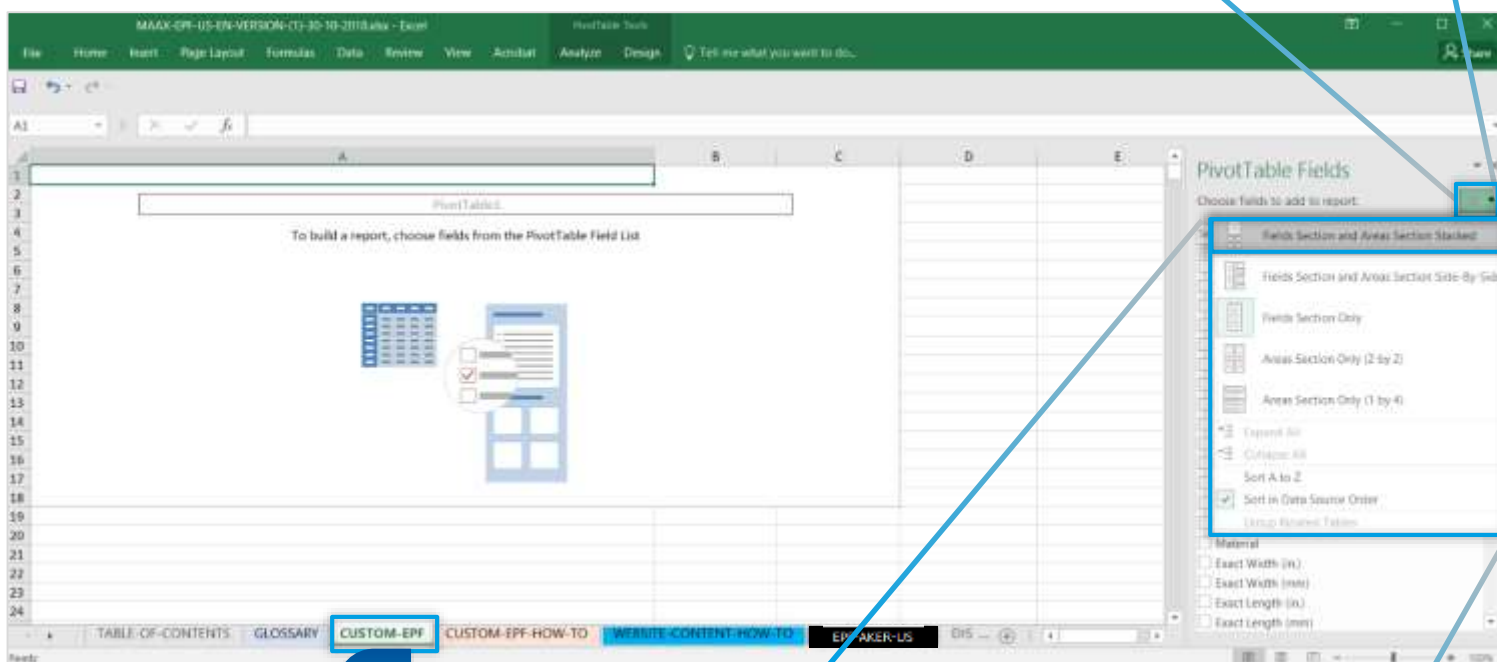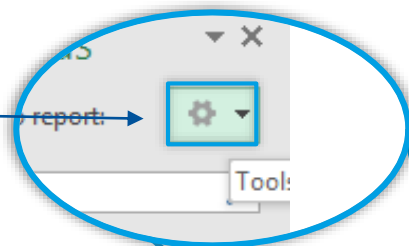
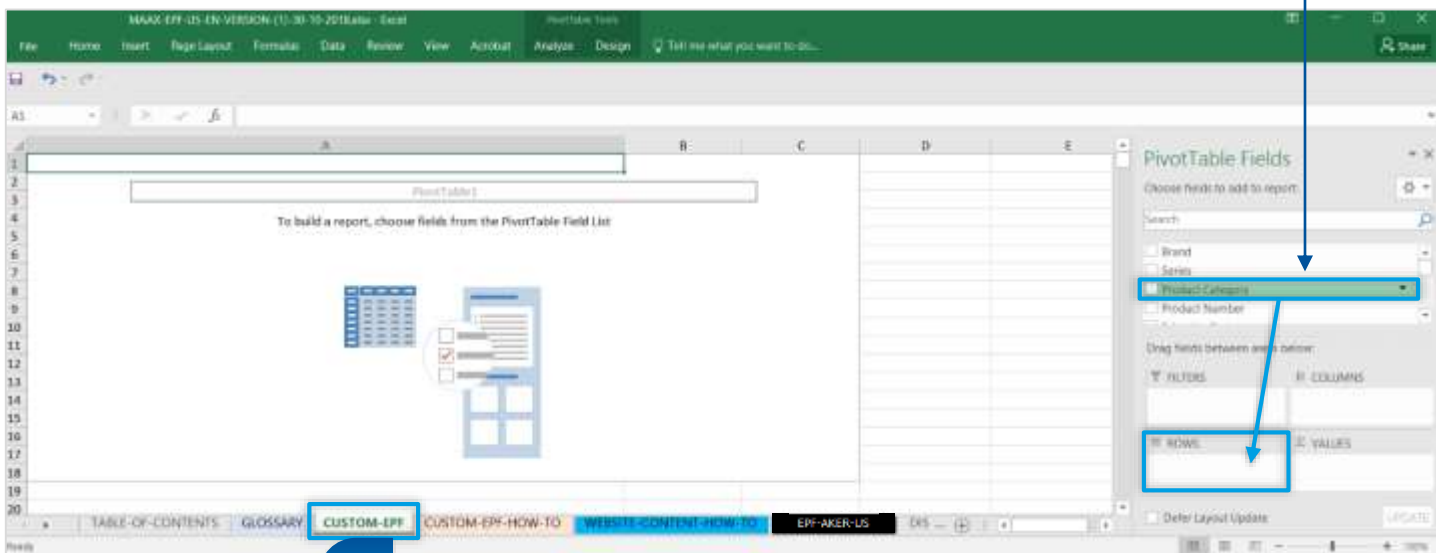2) Select the Fields Section with Areas Section Stacked option from the pop up.
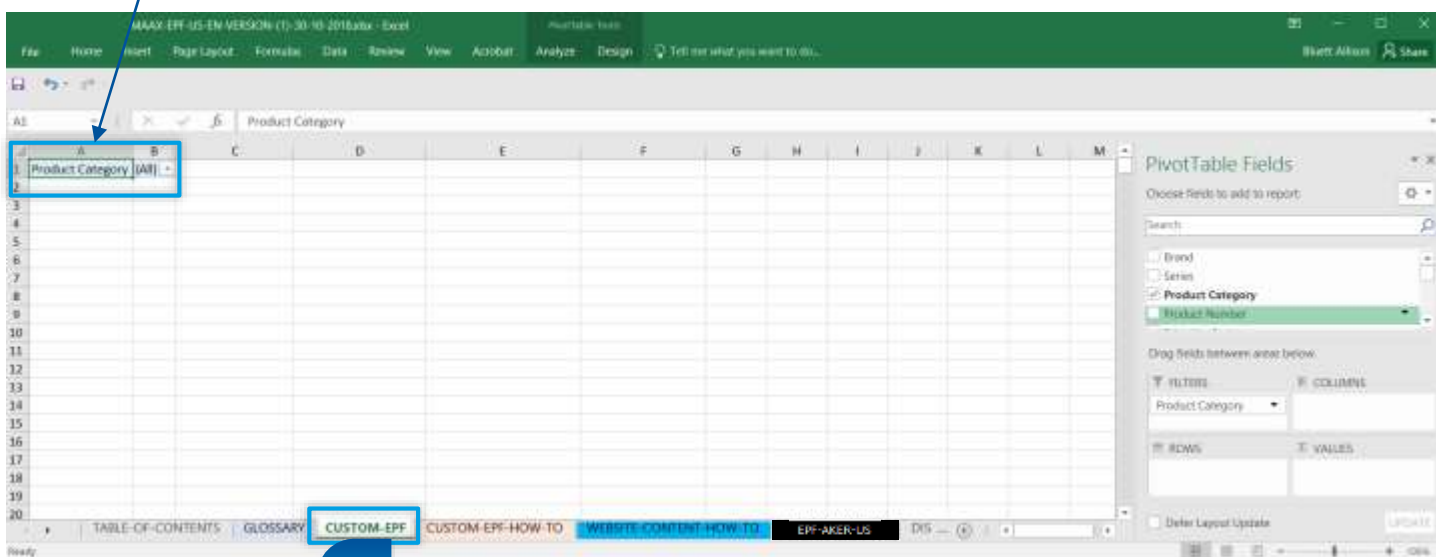
How to create a data extract for a specific product category

Step 2: Add the desired Product Category item to the Filter section to create a specific product view.

1) Click on Product Category and drag into the FILTERS window.

2) The view filter functionality will appear on the sheet, and the Product Category.

Step 3: Use the Filter functionality to setup data for a specific product category *ex. Bathtub.* Then follow Custom EPF (Steps 1 to 3) to convert the data into an uploadable data format.

1) Click on (ALL).

3) Click on the (ALL) checkbox.

4) Then select the product category data you want to update your website with.

2) Click on the Select Multiple Items checkbox.

4. Discontinued Products

Refer to the Discontinued Products sheet for the latest list of discontinued products and their recommended replacements.