

10. Import CSV

In this guide, I'll show you how to complete the product upload CSV template for your marketplace products.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
	SN	Type	SKU	Name	Published	Short Description	Description	Stock	Regular price	Categories	Images	Parent	Discount	Shipping Cost
2	1	simple	wool-hoodie-with-logo	Hoodie with logo	0	simple product	This is a simple product	5	45	Clothing & Accessories > Clothing > Hoodies	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/hoodie-with-logo-2.jpg			
3	2	variable	wool-vneck-tee	V-Neck T-Shi	1	variable product	This is a variable product		15	Clothing & Accessories > Clothing > T-shirts	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/vneck-tee-blue-1.jpg			
4	3	variation	wool-vneck-tee-red-l	V-Neck T-Shi	1			5	20		https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/vneck-tee-green-1.jpg	wool-vneck-tee		
5	4	variation	wool-vneck-tee-green-l	V-Neck T-Shi	1			5	20		https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/vneck-tee-green-1.jpg	wool-vneck-tee		
6	5	variation	wool-vneck-tee-blue-l	V-Neck T-Shi	1			5	15		https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/vneck-tee-blue-1.jpg	wool-vneck-tee		
7	6	variation	wool-vneck-tee-red-m	V-Neck T-Shi	1			5	20		https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/vneck-tee-2.jpg	wool-vneck-tee		
8	7	variation	wool-vneck-tee-green-m	V-Neck T-Shi	1			5	20		https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/vneck-tee-green-1.jpg	wool-vneck-tee		
9	8	variation	wool-vneck-tee-blue-m	V-Neck T-Shi	1			5	15		https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/vneck-tee-blue-1.jpg	wool-vneck-tee		
10	9	variation	wool-vneck-tee-red-s	V-Neck T-Shi	1			5	20		https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/vneck-tee-2.jpg	wool-vneck-tee		
11	10	variation	wool-vneck-tee-green-s	V-Neck T-Shi	1			5	20		https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/vneck-tee-green-1.jpg	wool-vneck-tee		
12	11	variation	wool-vneck-tee-blue-s	V-Neck T-Shi	1			5	15		https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/vneck-tee-blue-1.jpg	wool-vneck-tee		

The SN column is simply a sequential number for each row. Start with one and increase by one for every new row.

Type determines the type of product you're uploading.

Use simple For products with no variations, such as a single item available in one size or colour, use variable.

If your product has multiple options, such as different sizes or colours, then add each variation underneath the variable Product row.

Enter a unique SKU for every product.

This is your internal stock keeping unit and must not be duplicated.

Enter the product name exactly as you want customers to see it on the marketplace.

Choose whether the product is visible immediately in the published column.

Enter 1 to publish the product or zero to keep it hidden until you're ready.

In short description, Add a brief summary of the product.

This should be a concise overview that quickly explains what the product is.

Enter the full product description.

This is where you can include features, benefits, specifications, and any other important information.

For simple products, enter the quantity you currently have available.

For variable products, stock is managed at the variation level.

Enter the normal selling price without the dollar sign.

Enter the category exactly as it appears in the Marketplace category list.

Paste the full URL for each product image.

If you have multiple images, separate each URL using a vertical bar.

Make sure every image URL is publicly accessible.

	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	Ice Categories	Images	Parent	Discount	Shipping Cost	Length	Width	Height	Weight	Attribute 1 n	Attribute 1 v	Attribute 2 n	Attribute 2 v	Attribute 2 value(s)		
2	45 Clothing & Accessories > Clothing > Hoodies	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/hoodie-with-logo-2.jpg		5	5	200	100	200	0.5							
3	35 Clothing & Accessories > Clothing > Tshirts	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-2.jpg https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-green-1.jpg https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-blue-1.jpg				200	100	200		Color	Blue, Green, Size		Large, Medium, Small			
4	20	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-green-1.jpg	woo-neck-tee							Color	Red	Size	Large			
5	20	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-blue-1.jpg	woo-neck-tee							Color	Green	Size	Large			
6	15	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-blue-1.jpg	woo-neck-tee							Color	Blue	Size	Large			
7	20	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-2.jpg	woo-neck-tee							Color	Red	Size	Medium			
8	20	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-green-1.jpg	woo-neck-tee							Color	Green	Size	Medium			
9	15	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-blue-1.jpg	woo-neck-tee							Color	Blue	Size	Medium			
10	20	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-2.jpg	woo-neck-tee							Color	Red	Size	Small			
11	20	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-green-1.jpg	woo-neck-tee							Color	Green	Size	Small			
12	15	https://woocommercecore.mystagingwebsite.com/wp-content/uploads/2017/12/neck-tee-blue-1.jpg	woo-neck-tee							Color	Blue	Size	Small			

The parent field is only used for product variations.

For simple products and the parent variable product, leave this field blank.

Each variation row should contain the SKU of the parent product.

If you want to add a discount, enter the discount value here. Otherwise, leave this field blank.

Enter the shipping cost if applicable.

If you've already configured shipping in your store settings, those shipping costs will be used instead.

Enter your product dimensions and weight.

These values are used to calculate shipping costs and should be entered using the Marketplace's required units for variable products.

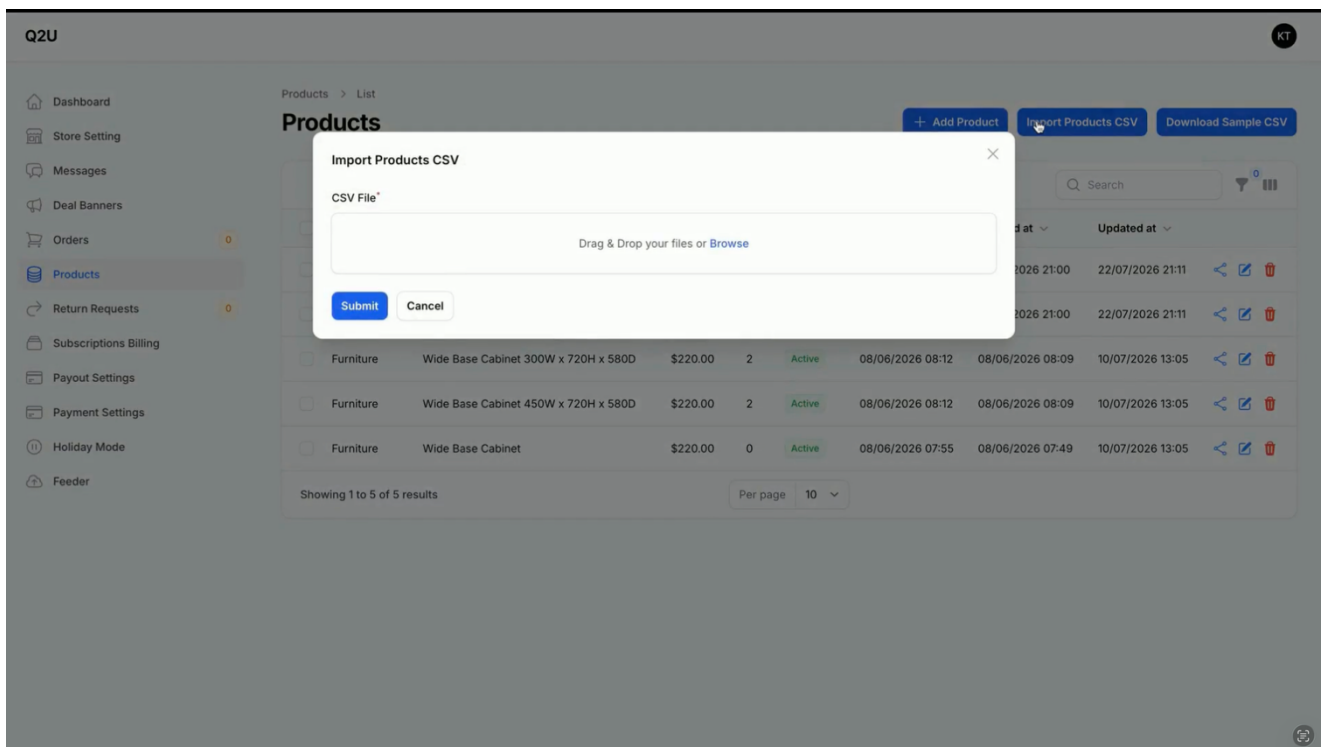
Enter your first attribute, for example Colour.

Then enter all available values separated by commas, for example blue-green, red.

If your product has a second attribute, enter it here and do the same as the first attribute.

If your product only has one attribute, simply leave these fields blank.

Before uploading your CSV, ensure every SKU is unique, double check your spelling and pricing, make sure all image URLs are valid, confirm your categories are correct, and save the file as a CSV before uploading.



Once your CSV is complete, you're ready to upload your products to the marketplace. Go to Products, click Import Products, then either select your CSV or drag and drop.

The system will tell you when it's done.