This AI-generated document is intended to accompany the video "Combining Frame and Mat Costs into Prints and Products" as a written reference. While it provides details of the techniques and processes demonstrated in the video, it is not a comprehensive training guide. You may find printing this document helpful for quick reference.

For a more detailed understanding of this topic, please consult the ProSelect Online Help Guide.

Combining Frame and Mat Costs into Prints and Products

Introduction: This guide describes how to combine frame and mat costs with print prices in ProSelect, offering two distinct methods to integrate these costs effectively into your product pricing.

Background: Combining frame and mat costs with print prices can be managed in two primary ways within ProSelect:

1. **Including frames and mats directly within the print pricing setup.**
2. **Creating Pre-Framed Print products.**

Each method serves different needs and can be selected based on how you wish to present and sell your framed prints.

Method 1: Including Frames and Mats in Print Pricing

1. **Access the Product & Pricing Manager:**

   • Go to the top menu.
   • Click "Products" then "Product & Pricing Manager."

2. **Select the Print Folder:**

   • Locate the folder containing the prints you wish to adjust. For example, a folder with "Lustre Prints, Framed."

3. **Edit Print Items:**

   • Use the "Select All" button to select all the prints in the folder.
   • Click "Edit."

- In the Print Items dialog, check the boxes to include the frame or mat price. This option allows any frame or mat in your system to be included at no additional charge.
- Click "Change Items."
- A green checkmark in the mat or frame column will indicate that the price includes the mat and/or frame.

Notes:

- Be sure to price your prints accordingly, considering the inclusion of frame or mat costs.
- You will need to add the frame to the image during the sale, as this method does not allow for pre-assigning of the frame.
- It is recommended to set up specific frame folders under "Products" > "Frames" > "Manage Frames" for your frame-included prints.

Method 2: Creating Pre-Framed Print Products

1. Set Up Pre-Framed Print Products:

- Go to the top menu.
- Click "Products" then "Product & Pricing Manager."
- Navigate to the "Product Templates" tab.

2. Create a New Category and Folder:

- In the "Categories and Folders" panel, click "Add" then "Add New Category."
- Type in "Framed Prints" and click "OK."
- Select the "Framed Prints" category you just created. Click "Add" then "Add New Folder."
- Type in a descriptive name, such as "Framed Gallery Series," and click "OK."

3. Add and Configure a Pre-Framed Print Product:

- With the "Framed Gallery Series" folder selected, click the "Add" button in the product template panel.
- Choose "Pre-Framed Print" from the list of product types.
- Name the product template (e.g., "Framed Gallery Print").
- Choose a supplier and specify the initial presentation size (e.g., 16 by 24).
- Configure the presentation and appearance options, including the mat and frame.

4. Save and Price the Product:

- Click "Save."
- Click on the "Pricing" button to view and adjust the pricing based on the selected configurations.

- Edit the template if necessary to adjust mat and frame options, then save again.

Conclusion: By following these steps, you can effectively combine frame and mat costs into your print and product pricing in ProSelect. Each method provides a structured approach to include these costs, enhancing the presentation and sales potential of your prints.

For additional reference material on creating pre-framed prints or including frame and mat costs, see the section "Creating Pre-Framed Prints" in the ProSelect online manual, available under the "Help" menu by selecting "Open Online Help Guide."

This guide is designed to complement the video tutorial, providing clear instructions for integrating frame and mat costs into your product pricing strategy in ProSelect.