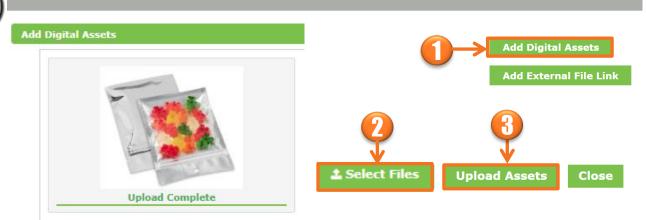


## **ENTER DIGITAL ASSETS IN ALBERTSONS PRODUCT** INTRODUCTION (PI) FOR NON-GDSN USERS







- At the item level, click "Add Digital Assets" to begin the process. If there are no assets, "No digital assets uploaded" will display.
- Select an image(s) using "Select Files".
- Once the appropriate image is selected click "Upload Assets". Once you see the "Upload Complete" message, select Save, then Close.



- Click the **edit icon** to populate the metadata for the image.
- Fill in Primary Image selection, if applicable, and the rest of the metadata attributes. Save and Close.

Note: For GDSN users, digital assets should be loaded directly into your GDSN data pool, not in Product Introduction (PI). When you publish to the Albertsons GLN the digital assets will synchronize to Product Introduction and be visible in PI.