

Publish to your trading partners

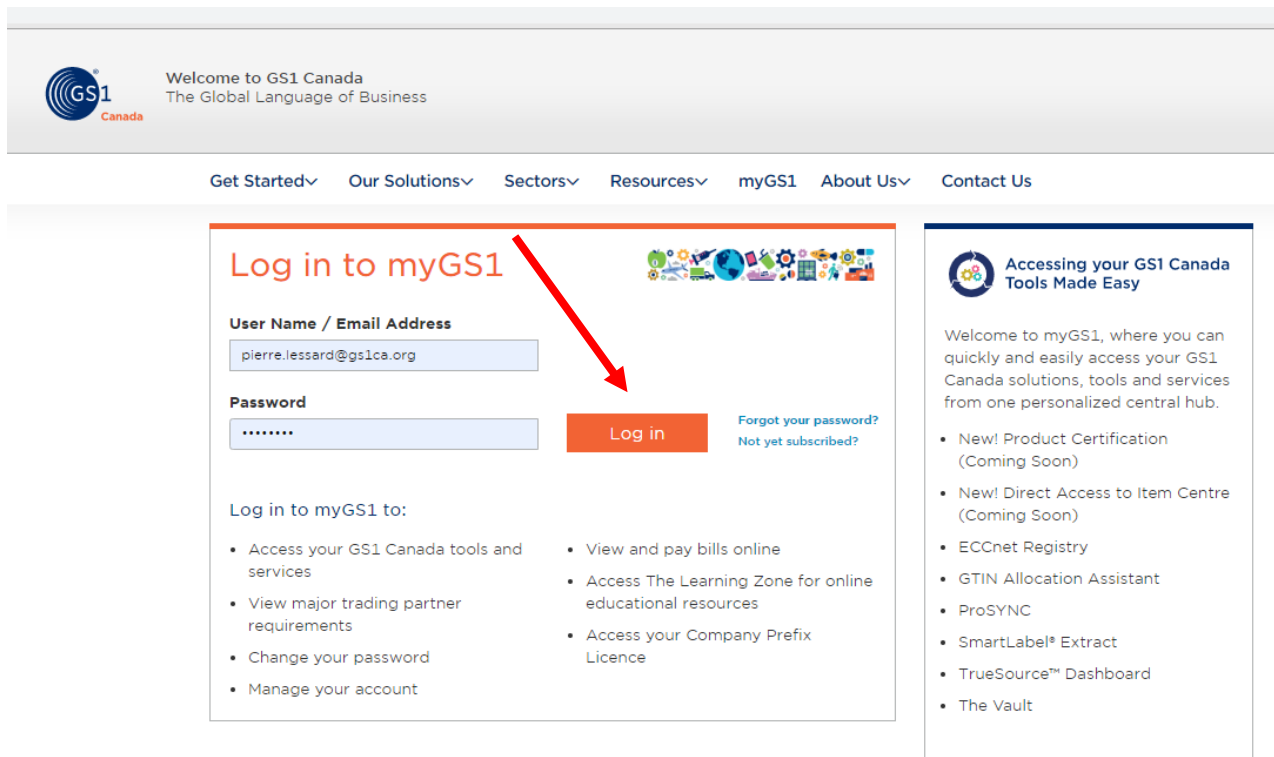
Here is how to publish your products to your trading partners.

1. You must access GS1 Canada using the link below.

<https://mygs1.gs1ca.org/login>

Please enter your username and password.

Click on <log in>.



The screenshot shows the myGS1 login interface. At the top left is the GS1 Canada logo and the text "Welcome to GS1 Canada The Global Language of Business". A navigation menu includes "Get Started", "Our Solutions", "Sectors", "Resources", "myGS1", "About Us", and "Contact Us". The main content area is titled "Log in to myGS1" and features a red arrow pointing to the "Log in" button. Below the title are two input fields: "User Name / Email Address" (containing "pierre.lessard@gs1ca.org") and "Password" (containing "....."). To the right of the password field is a "Log in" button and two links: "Forgot your password?" and "Not yet subscribed?". Below the login fields, a section titled "Log in to myGS1 to:" lists several benefits:

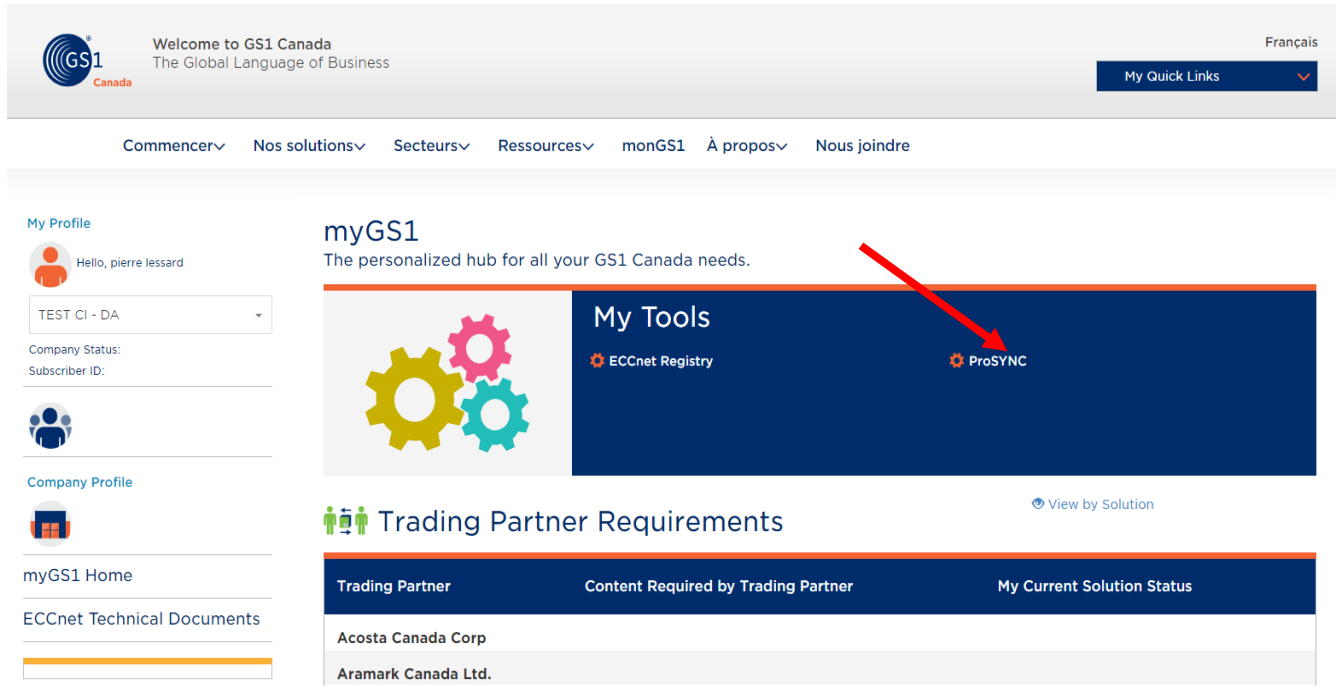
- Access your GS1 Canada tools and services
- View major trading partner requirements
- Change your password
- Manage your account
- View and pay bills online
- Access The Learning Zone for online educational resources
- Access your Company Prefix Licence

On the right side of the page, there is a section titled "Accessing your GS1 Canada Tools Made Easy" with a sub-header "Accessing your GS1 Canada Tools Made Easy". It includes a welcome message: "Welcome to myGS1, where you can quickly and easily access your GS1 Canada solutions, tools and services from one personalized central hub." and a list of features:

- New! Product Certification (Coming Soon)
- New! Direct Access to Item Centre (Coming Soon)
- ECCnet Registry
- GTIN Allocation Assistant
- ProSYNC
- SmartLabel® Extract
- TrueSource™ Dashboard
- The Vault

2. In the Subscribers section, go under the My Tools section.

Click on <ProSYNC>.

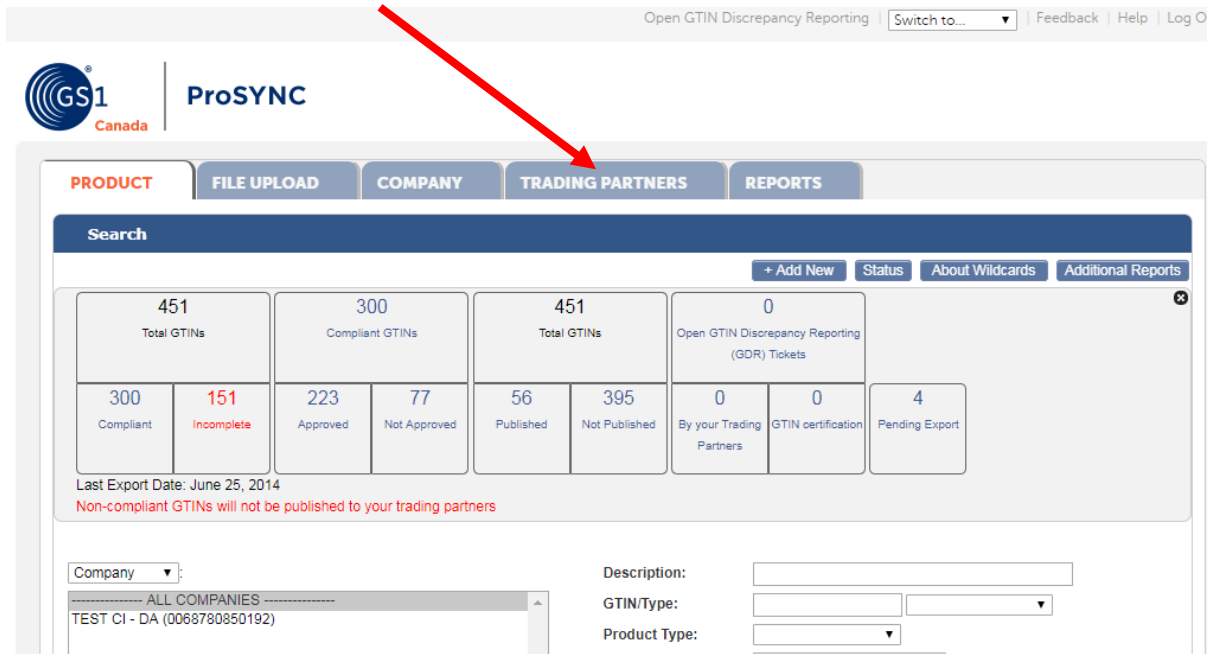


The screenshot shows the myGS1 portal interface. At the top, there is a navigation bar with the GS1 Canada logo, the text "Welcome to GS1 Canada The Global Language of Business", and a "Français" language selector. Below this is a "My Quick Links" button. A main navigation menu includes "Commencer", "Nos solutions", "Secteurs", "Ressources", "monGS1", "À propos", and "Nous joindre".

The main content area is divided into several sections:

- My Profile:** Displays the user's name "Hello, pierre lessard", a dropdown menu for "TEST CI - DA", and fields for "Company Status:" and "Subscriber ID:". Below this is a "Company Profile" section with a building icon.
- myGS1:** A central hub with the text "The personalized hub for all your GS1 Canada needs." It features a "My Tools" section with a dark blue background and a gear icon. Two tools are listed: "ECCnet Registry" and "ProSYNC". A red arrow points to the "ProSYNC" tool.
- Trading Partner Requirements:** A section with a gear icon and the text "View by Solution".
- Table:** A table with three columns: "Trading Partner", "Content Required by Trading Partner", and "My Current Solution Status". The table lists two trading partners: "Acosta Canada Corp" and "Aramark Canada Ltd.".

- In ProSYNC, please select the <Trading Partners> tab.



Open GTIN Discrepancy Reporting | Switch to... | Feedback | Help | Log O

GS1 Canada | ProSYNC

PRODUCT | FILE UPLOAD | COMPANY | **TRADING PARTNERS** | REPORTS

Search

+ Add New | Status | About Wildcards | Additional Reports

451 Total GTINs		300 Compliant GTINs		451 Total GTINs		0 Open GTIN Discrepancy Reporting (GDR) Tickets	
300 Compliant	151 Incomplete	223 Approved	77 Not Approved	56 Published	395 Not Published	0 By your Trading Partners	0 GTIN certification
						4 Pending Export	

Last Export Date: June 25, 2014
Non-compliant GTINs will not be published to your trading partners

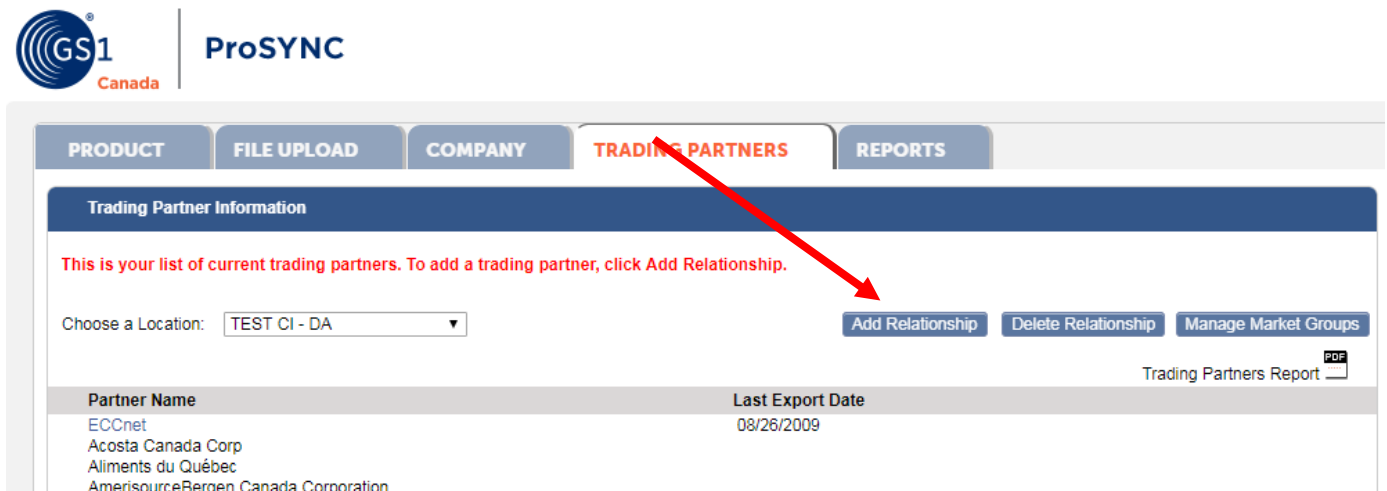
Company: ALL COMPANIES
TEST CI - DA (0068780850192)

Description:

GTIN/Type:

Product Type:

- Once in the Partners tab, select <Add Relationship>.



GS1 Canada | ProSYNC

PRODUCT | FILE UPLOAD | COMPANY | **TRADING PARTNERS** | REPORTS

Trading Partner Information

This is your list of current trading partners. To add a trading partner, click Add Relationship.

Choose a Location: TEST CI - DA

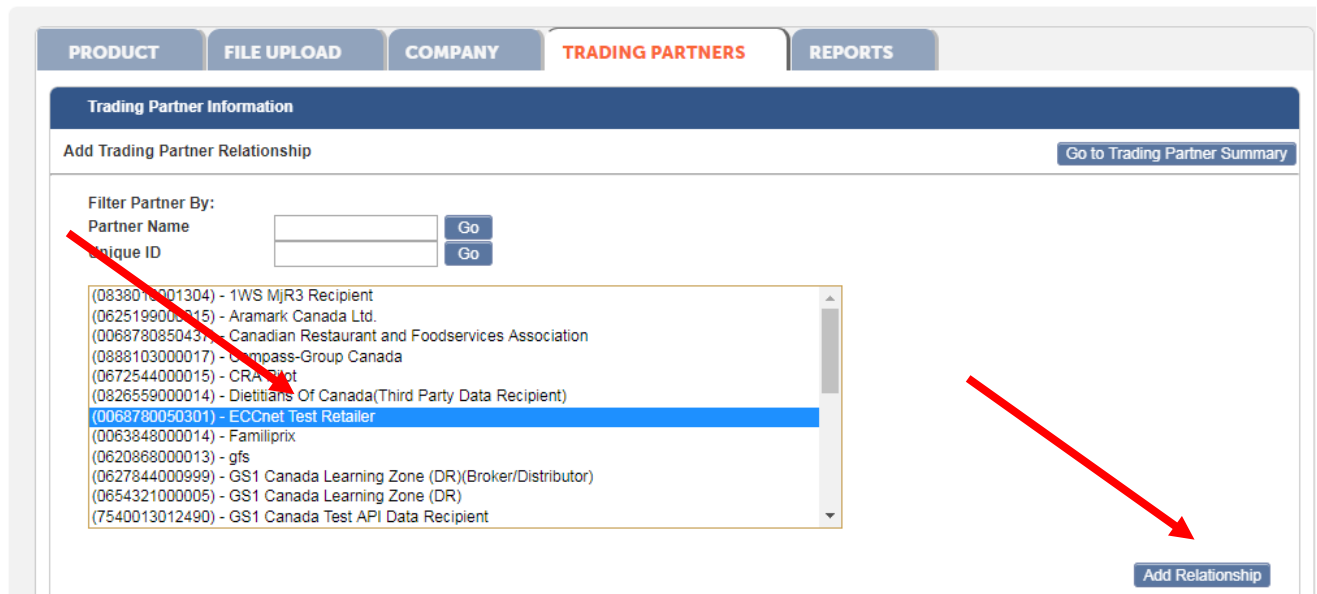
Add Relationship | Delete Relationship | Manage Market Groups

Trading Partners Report

Partner Name	Last Export Date
ECCnet	08/26/2009
Acosta Canada Corp	
Aliments du Québec	
AmerisourceBergen Canada Corporation	

5. You must now find the company for which you need to find the products.

Once you have found the company, select it and click on **<Add Relationship>**.



PRODUCT FILE UPLOAD COMPANY **TRADING PARTNERS** REPORTS

Trading Partner Information

Add Trading Partner Relationship [Go to Trading Partner Summary](#)

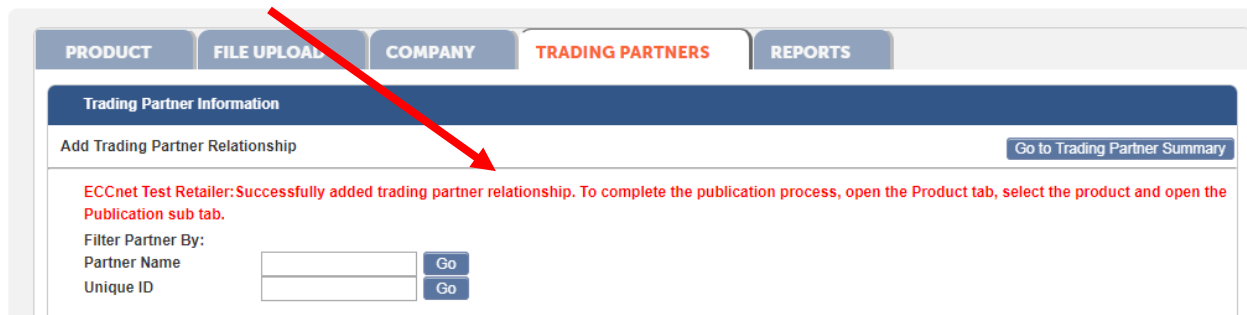
Filter Partner By:

Partner Name

Unique ID

(0838010001304) - 1WS MjR3 Recipient
(0625199000015) - Aramark Canada Ltd.
(006878085043) - Canadian Restaurant and Foodservices Association
(0888103000017) - Compass-Group Canada
(0672544000015) - CRA Pilot
(0826559000014) - Dietitians Of Canada(Third Party Data Recipient)
(0068780050301) - ECCnet Test Retailer
(0063848000014) - Familiprix
(0620868000013) - gfs
(0627844000999) - GS1 Canada Learning Zone (DR)(Broker/Distributor)
(0654321000005) - GS1 Canada Learning Zone (DR)
(7540013012490) - GS1 Canada Test API Data Recipient

6. Once the company is added, you will receive a message confirming that it has been added successfully.



PRODUCT FILE UPLOAD COMPANY **TRADING PARTNERS** REPORTS

Trading Partner Information

Add Trading Partner Relationship [Go to Trading Partner Summary](#)

ECCnet Test Retailer: Successfully added trading partner relationship. To complete the publication process, open the Product tab, select the product and open the Publication sub tab.

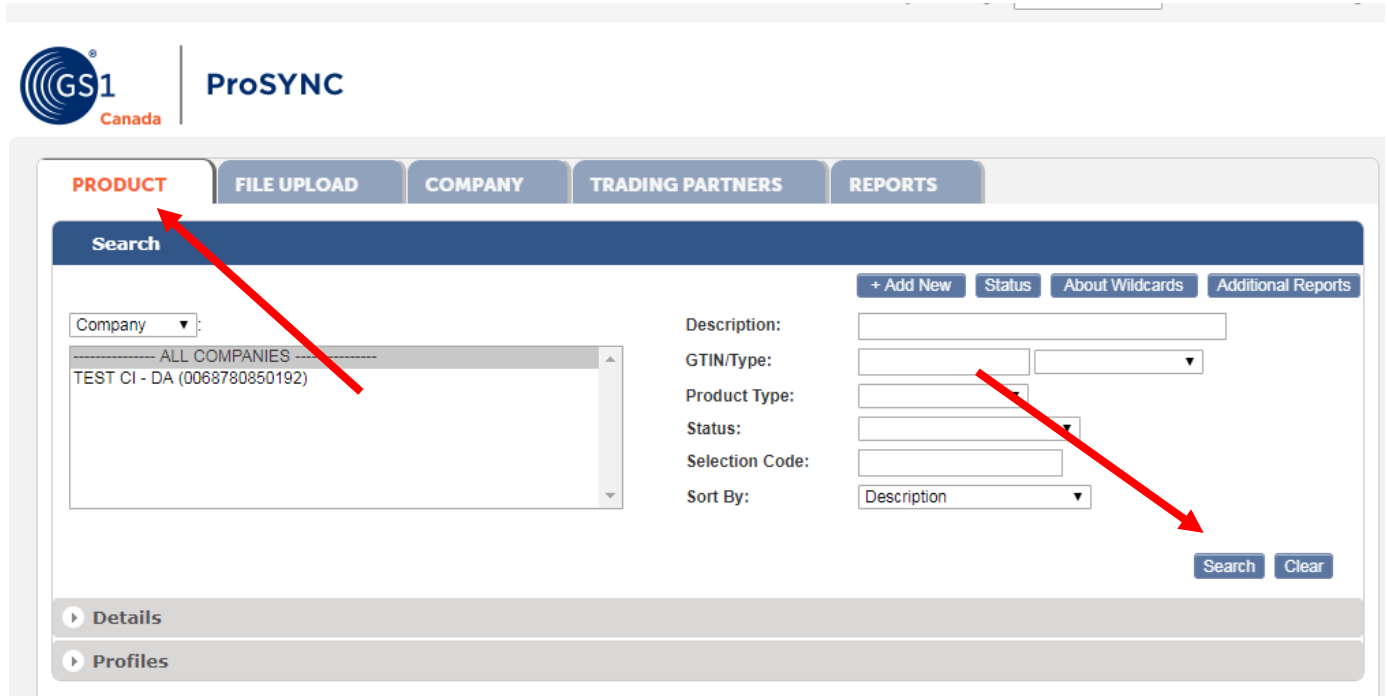
Filter Partner By:

Partner Name

Unique ID

7. The next step is to publish your catalogue to the desired company.

Click on the <Product> tab, and then on <Search> to see a complete list of your products.

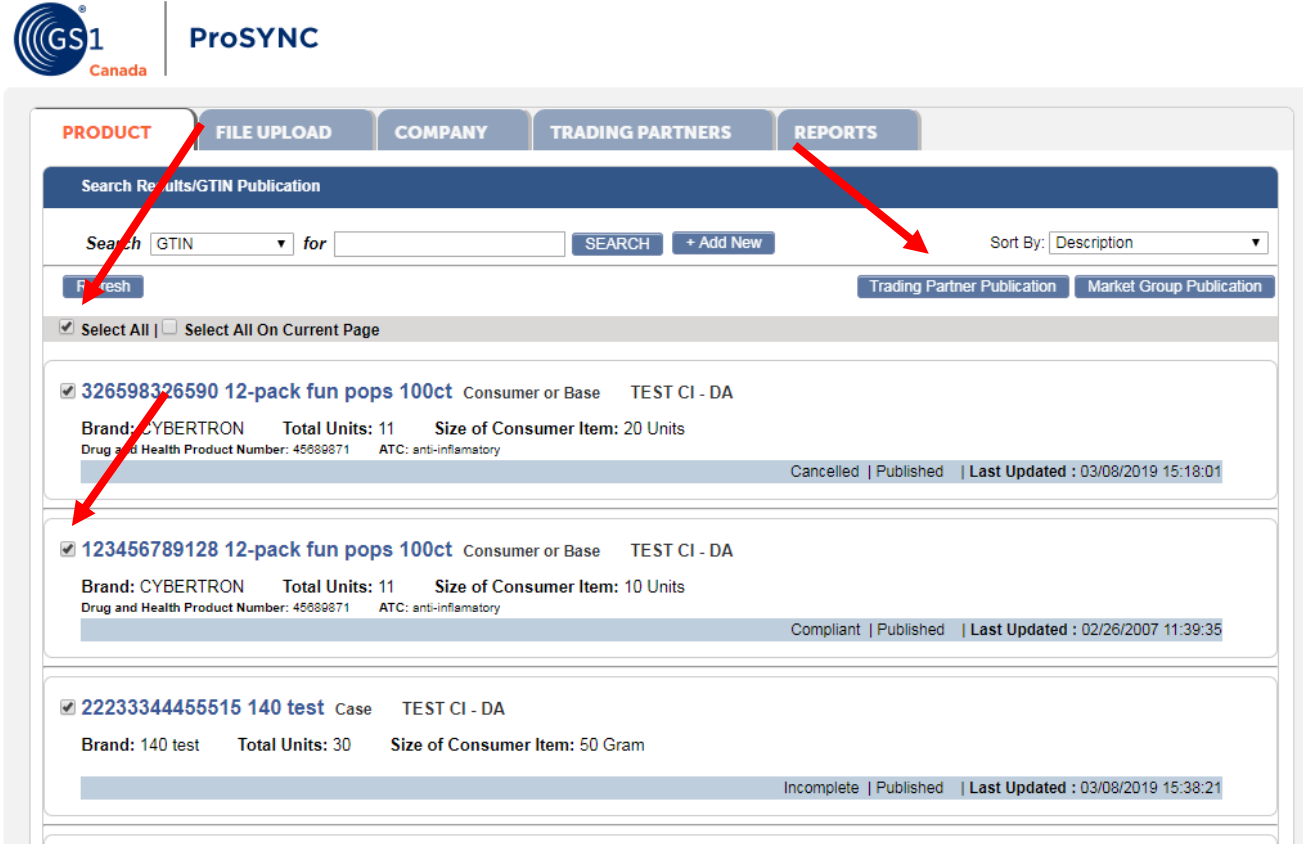


The screenshot shows the ProSYNC interface with the 'PRODUCT' tab selected. The search area includes a 'Company' dropdown menu with a list of options: 'ALL COMPANIES' and 'TEST CI - DA (0068780850192)'. To the right of the search area are several input fields for filters: 'Description', 'GTIN/Type', 'Product Type', 'Status', 'Selection Code', and 'Sort By' (set to 'Description'). There are also buttons for '+ Add New', 'Status', 'About Wildcards', and 'Additional Reports'. At the bottom right of the search area are 'Search' and 'Clear' buttons. Below the search area are sections for 'Details' and 'Profiles'.

- The product list will appear. It is important to select the products for which you want to grant access or **<Select all>**. A check mark will appear next to the selected products.

Once the products are selected, you need to publish the products by clicking on **<Trading Partner Publication>**.

Open GTIN Discrepancy Reporting | Switch to... | Feedback | Help | Log Out



The screenshot shows the ProSYNC interface with the following elements:

- Navigation tabs: PRODUCT, FILE UPLOAD, COMPANY, TRADING PARTNERS, REPORTS.
- Search bar: Search Results/GTIN Publication, Search [GTIN] for [] [SEARCH] + Add New, Sort By: Description.
- Buttons: Refresh, Trading Partner Publication, Market Group Publication.
- Selection options: Select All | Select All On Current Page.
- Product list items:
 - 326598326590 12-pack fun pops 100ct Consumer or Base TEST CI - DA
Brand: CYBERTRON Total Units: 11 Size of Consumer Item: 20 Units
Drug and Health Product Number: 45089871 ATC: anti-inflammatory
Cancelled | Published | Last Updated : 03/08/2019 15:18:01
 - 123456789128 12-pack fun pops 100ct Consumer or Base TEST CI - DA
Brand: CYBERTRON Total Units: 11 Size of Consumer Item: 10 Units
Drug and Health Product Number: 45089871 ATC: anti-inflammatory
Compliant | Published | Last Updated : 02/26/2007 11:39:35
 - 22233344455515 140 test Case TEST CI - DA
Brand: 140 test Total Units: 30 Size of Consumer Item: 50 Gram
Incomplete | Published | Last Updated : 03/08/2019 15:38:21

9. You must select the partner with which you want to publish the products.

Once selected, click on <Publish items>.



PRODUCT | FILE UPLOAD | COMPANY | TRADING PARTNERS | REPORTS

Product Publication

GTIN Search for

Select Trading Partner:

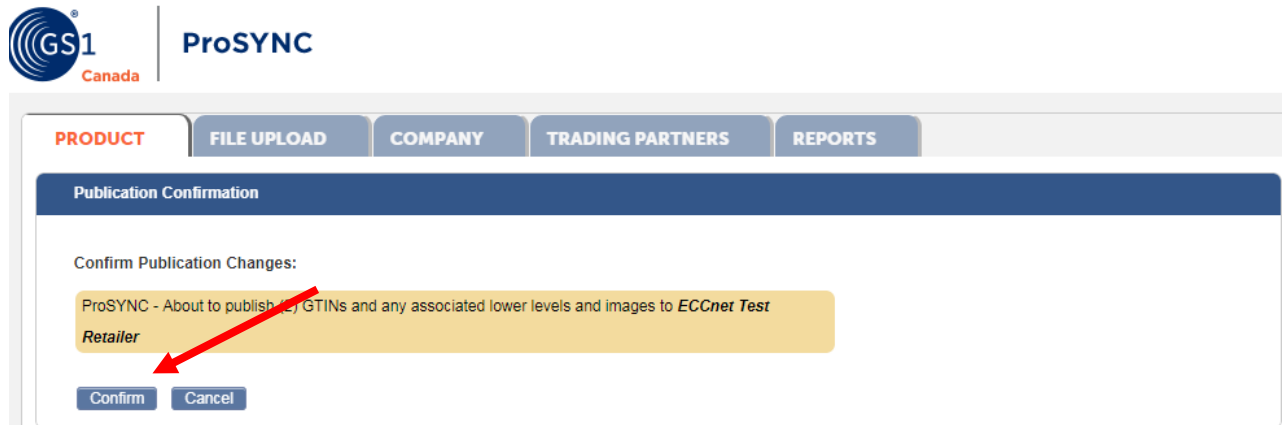
Partner Name:

Unique ID:

- (0772309000011) - Colabor Inc.
- (0068780092639) - Coleman Management Services
- (0068780050302) - Concord Bay SuperMart Inc.
- (0675677000013) - Concord Food Centre Inc.
- (16672340781) - Don Valley Retail Limited
- (0068780050301) - ECCnet Test Retailer**
- (13062441616) - Federated Co-operatives Limited
- (0068780110074) - Flanagan Food Service Inc.
- (0068780850048) - GFS Canada
- (0777747000012) - Groupe PharmEssor
- (0852823001012) - H.Y. Louie Co. Limited
- (0881888000017) - Hudson's Bay Company

Include Lower Level Packaging

10. You must <Confirm> the publication of your products.



11. You will receive a message confirming the publication of your products.

