

PIM Overview

Intended Audience: Vendors and Brokers

Purpose: Provide an overview of the PIM system

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Overview:

The Product Information Management (PIM) system is a tool to manage Product data for Products that you want to sell in Meijer stores.

In the **PIM Overview job guide**, you will learn how to:




- Access PIM
- Recognize PIM based terminology
- Describe various fields of PIM



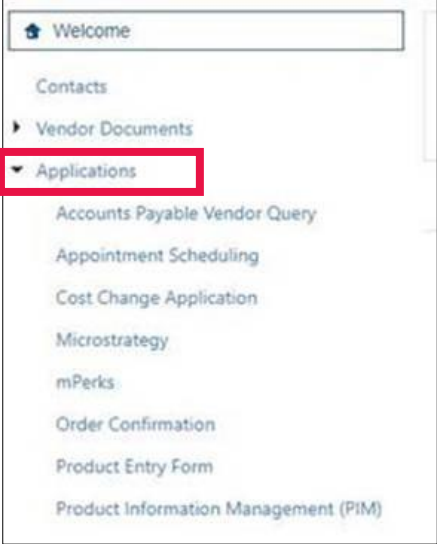
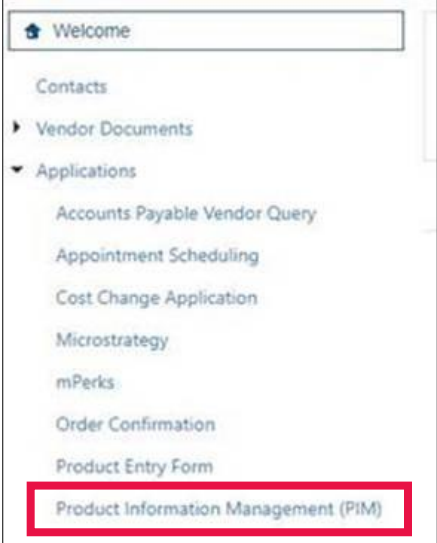
IMPORTANT: PIM UI is not compatible with Internet Explorer.

<https://www.meijervendornet.com/>

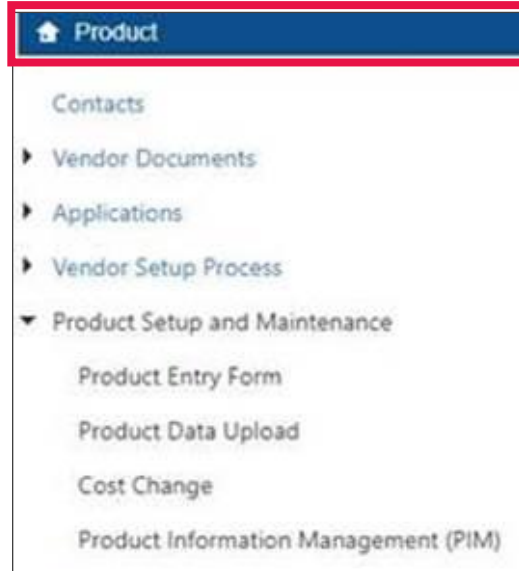
Key Terms

PIM	Product Information Management
MDM	Master Data Management
UI	User Interface
External Record	<p>External Records are the similar Products sold to Meijer by multiple Vendors. This is the version of the product created and submitted for proposal (by the Vendor or MSA on behalf of the Vendor).</p> <ol style="list-style-type: none"> When searched, External Records are displayed in dark blue color. <div style="border: 1px solid #ccc; padding: 5px; margin: 10px 0;">  TESLA/REAL TO REEL 2 </div> <p>The ID for External Records are prefixed with EXT followed by 6 digits. Example – EXT-XXXXXX</p>
Internal Record	<p>One or more External Records are linked to a single sellable item that is referred to as an Internal Record. There can be multiple number of Internal Records of a Product. This is the version of the record edited by the MSA.</p> <ol style="list-style-type: none"> When searched, Internal Records are displayed in light blue color. <div style="border: 1px solid #ccc; padding: 5px; margin: 10px 0;">  TESLA/REAL TO REEL 2 </div> <p>The ID for Internal Records are prefixed with INT followed by 6 digits. Example – INT-XXXXXX</p>
Golden Record	<p>Internal Records are enhanced by the MSAs to form a Golden Record. There is always an one-to-one relationship between the Internal and Golden Records. The Golden Record is a sellable item and is passed to PMM, CFD, and other downstream Meijer systems. This is the completed and final version of the product.</p> <ol style="list-style-type: none"> When searched, Internal Records are displayed in yellow color. <div style="border: 1px solid #ccc; padding: 5px; margin: 10px 0;">  TESLA/REAL TO REEL 2 </div> <p>The ID for Golden Records are prefixed with GR followed by 6 digits. Example – GR-XXXXXX</p>

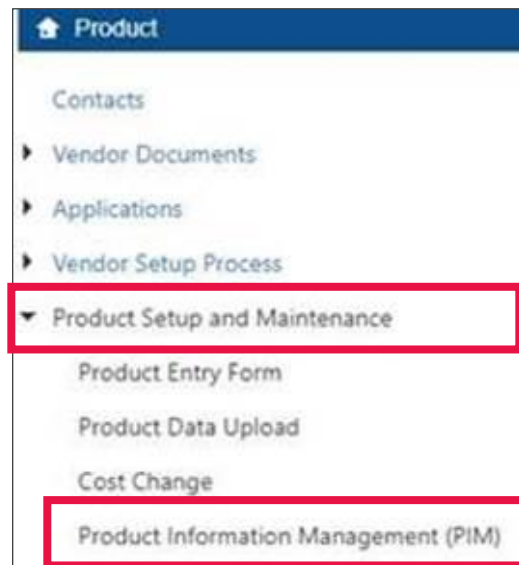
Steps:

Navigating PIM	
<p>1. Access the PIM UI from VendorNet using the following link: https://cvendornet.meijer.com/Product/Section/ProductInformationManagementPIM-422</p> <p>2. Click Applications on the left-hand side bar navigation.</p>	
<p>3. Click Product Information Management (PIM).</p>	
<p>4. The Meijer page with the link to the application is displayed.</p> <p>Click the link to access the application.</p>	<p>Meijer will be rolling out a new product onboarding system, PIM from Stibo Systems. This system will bring visibility and transparency to the product set-up process, improve speed to market, and enhance product data to improve digital commerce.</p> <p>In this new application will be a Vendor section where you will be able to update and add ship points and facility locations where your product is manufactured or grown.</p> <p>Click here for Additional Information on new PIM or reach out with questions to eMDM.Communications@meijer.com which is now an active email address.</p> <p>Countdown: August 2021</p> <p>Click here to access the application:</p> <p>Stibo - PIM Cert</p> <p>https://auth.mdm.stibosystems.com/auth/realms/meijer-qa/broker/saml/login?client_id=Step&tab_id=K1PPBJ36n5g&session_code=-NGITVinID4ekQ8jk3U-hvfpsis5tq2vqLc3XvuBON6Mts</p>

5. Alternatively, you can click **Product** from the side bar under **Product Setup and Maintenance**.

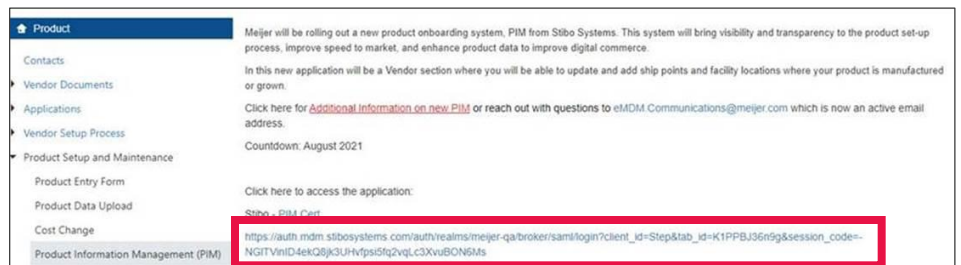


6. Select **Product Information Management (PIM)** from the **Product Setup and Maintenance** drop-down.



7. The Meijer page with the link to the application is displayed.

Click the link to access the application.



8. Click **Meijer Vendor Login**.



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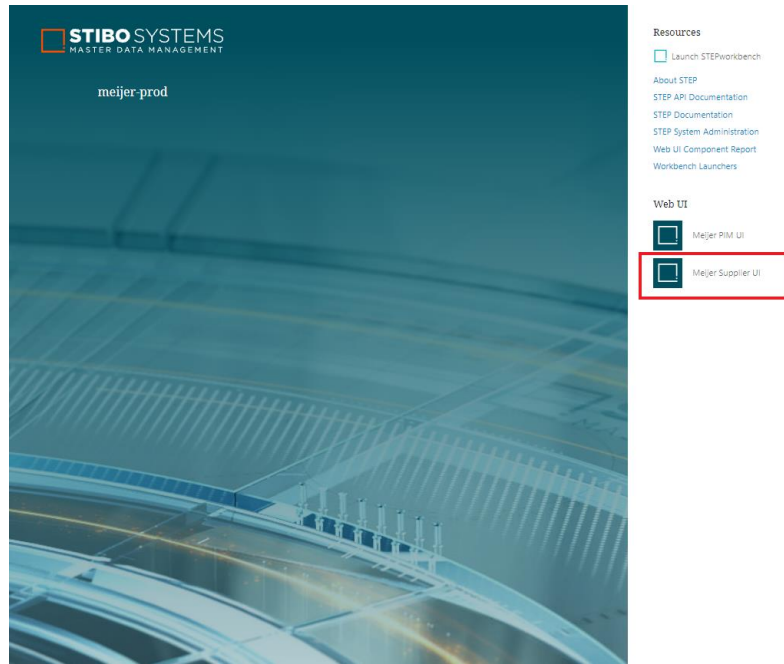
9. The **Meijer** screen is displayed.

Enter your username and password in the **User ID** and **Password** fields.

10. Click **Sign On**.

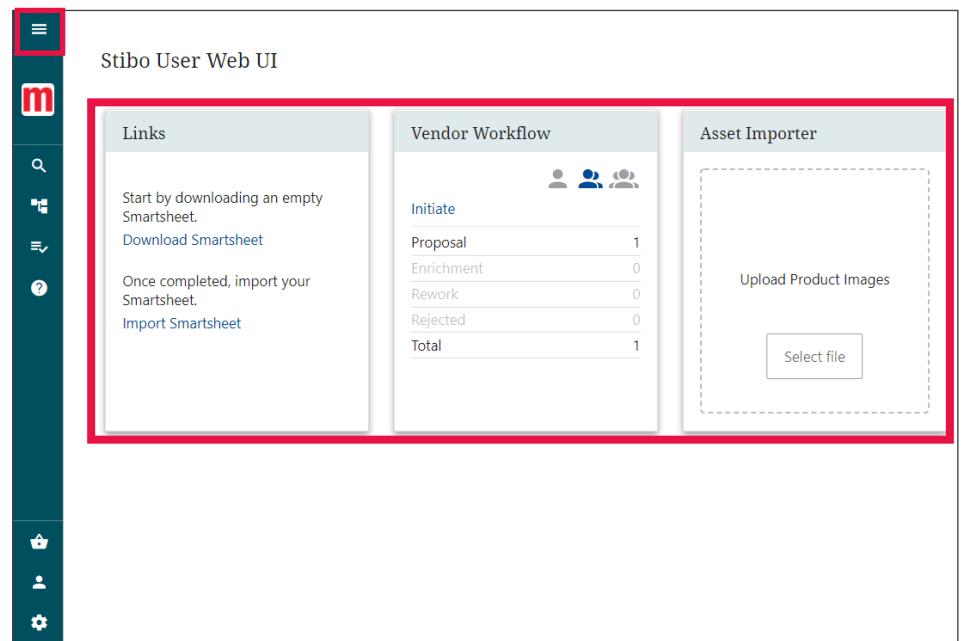
11. Click on the **Meijer Supplier UI** link to enter **PIM**.

IMPORTANT: Selecting **Meijer PIM UI** will prevent the user from accessing any functions.

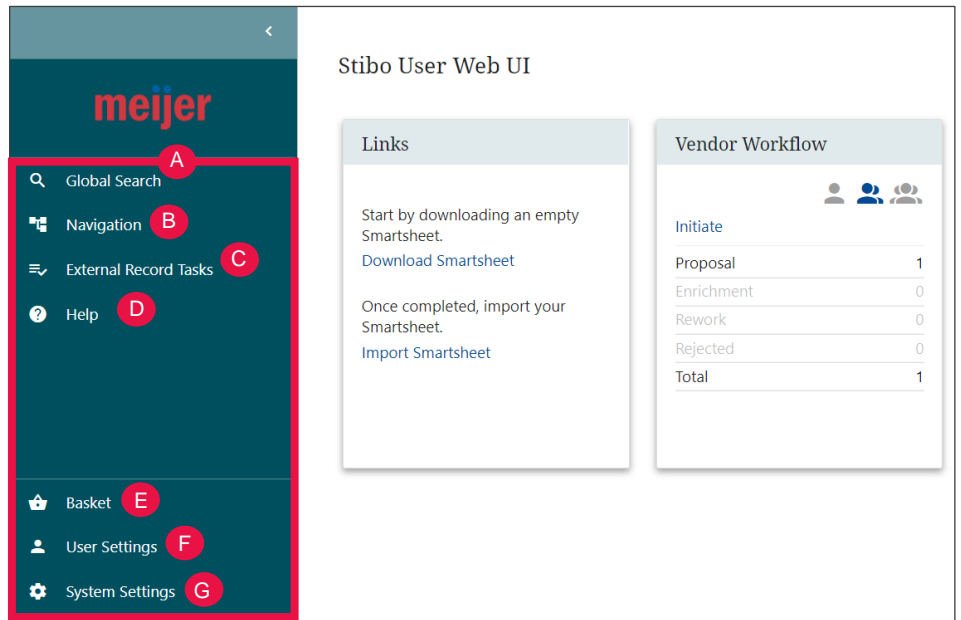


12. The **Stibo User Web UI** screen is displayed with the widgets on main screen and side panel on left of screen.

Click the **Menu** to expand the side panel.



13. The side panel is displayed with the following options:
- A. **Global Search** – conduct basic and advanced searches in the system
 - B. **Navigation** – view the hierarchy folder structures for:
 1. **Vendor Hierarchy**
 2. **External Product Hierarchy**
 3. **External Packaging**
 - C. **External Record Tasks** – view tasks associated with the External Source Record Handling workflow
 - D. **Help** – find resources or contacts for PIM help
 - E. **Basket** – hold a group of items (product, case pack, and so on) to review later
 - F. **User Settings** – set user preferences
 - G. **System Settings** – set system preferences



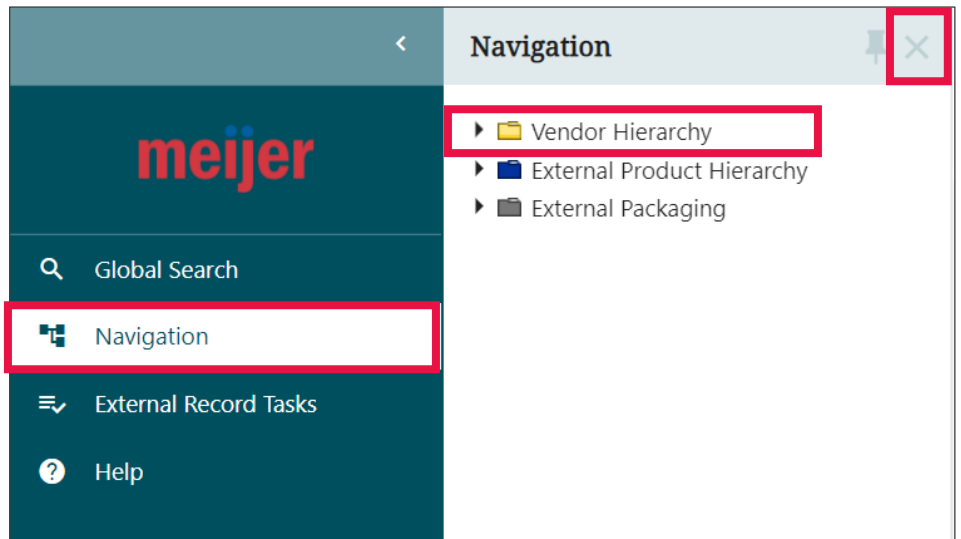
14. Click **Navigation**.

Once the hierarchy appears, click **Vendor Hierarchy** to view the Vendor hierarchy.



NOTE:

- You can click the **Pin** icon to save the view as a default.
- If you click the drop-down arrow if the hierarchies, a warning will be displayed.



15. The **Vendor Category** screen is displayed.

Click a Vendor number from the **Id** column to view the details for that Vendor.

Vendor Category

Vendor Category Vendor Category Information and Status

Clear all filters

Name	Id
29297-BOCA BURGERS	BF_29297
3190470-KRAFT DAIRY	BF_3190470
3190561-KRAFT CAPRI SUN INC	BF_3190561
45327-KRAFT FOODS	BF_45327
48823-KRAFT FOODS OSCAR MAYER L	BF_48823

16. Click the Product name from the **Name** column to view the details of the Products for that Vendor.

Vendor Classification

Vendor Classification Vendor Classification Information

Clear all filters

Name	Id
29297-BOCA BURGERS Products	SP_29297
Assets	SA_29297

17. The Product details are displayed.

Click the Attributes column header to filter and sort Products.

Vendor Products Vendor Products Information and Status

Select all Clear all filters Add to basket

Buyer Number	Vendor Name	Product Name	Thumbnail	GTIN	ID	Object Type
<input type="checkbox"/> 1				727893831893	EXT-492325	External Source Record
<input type="checkbox"/> 7				021000615261	EXT-488313	External Source Record
<input type="checkbox"/> 11				381286322926	EXT-488512	External Source Record
<input type="checkbox"/> 11				111435186273	EXT-489034	External Source Record
<input type="checkbox"/> 11				946388204985	EXT-489039	External Source Record
<input type="checkbox"/> 11					EXT-489041	External Source Record
<input type="checkbox"/> 11				701845412026	EXT-490332	External Source Record
<input type="checkbox"/> 11				774848162595	EXT-490985	External Source Record

selected items: 0

18. Once the filter is applied, click **Select all**.

Vendor Products Vendor Products Information and Status

Select all Clear all filters Add to basket

Buyer Number	Vendor Name	Product Name	Thumbnail	GTIN	ID	Object Type	
<input type="checkbox"/>	11	KRAFT DAIRY	AB TEST1		381286322926	EXT-488512	External Source Record
<input type="checkbox"/>	11	KRAFT DAIRY	Test12		111435186273	EXT-489034	External Source Record
<input type="checkbox"/>	11	KRAFT DAIRY	Test34		946388204985	EXT-489039	External Source Record
<input type="checkbox"/>	11	KRAFT DAIRY	Tert			EXT-489041	External Source Record
<input type="checkbox"/>	11	KRAFT DAIRY	AB Vendor1		701845412026	EXT-490332	External Source Record
<input type="checkbox"/>	11	KRAFT DAIRY	Test PID		774848162595	EXT-490985	External Source Record
<input type="checkbox"/>	11	3190470-KRAFT DAIRY	AB GTIN TEST		235447602115	EXT-494217	External Source Record

19. Click **Add to basket** to move the Product records to the basket for subsequent processing.

Vendor Products Vendor Products Information and Status

Clear selection Clear all filters Add to basket

Buyer Number	Vendor Name	Product Name	Thumbnail	GTIN	ID	Object Type	
<input checked="" type="checkbox"/>	11	KRAFT DAIRY	AB TEST1		381286322926	EXT-488512	External Source Record
<input checked="" type="checkbox"/>	11	KRAFT DAIRY	Test12		111435186273	EXT-489034	External Source Record
<input checked="" type="checkbox"/>	11	KRAFT DAIRY	Test34		946388204985	EXT-489039	External Source Record
<input checked="" type="checkbox"/>	11	KRAFT DAIRY	Tert			EXT-489041	External Source Record
<input checked="" type="checkbox"/>	11	KRAFT DAIRY	AB Vendor1		701845412026	EXT-490332	External Source Record
<input checked="" type="checkbox"/>	11	KRAFT DAIRY	Test PID		774848162595	EXT-490985	External Source Record
<input checked="" type="checkbox"/>	11	3190470-KRAFT DAIRY	AB GTIN TEST		235447602115	EXT-494217	External Source Record

20. Click an External Record (records starting with 'EXT') from the **ID** column to view the Product details.

Vendor Products Vendor Products Information and Status

Select all Clear all filters Add to basket

Buyer Number	Vendor Name	Product Name	Thumbnail	GTIN	ID	Object Type	
<input type="checkbox"/>	11	KRAFT DAIRY	AB TEST1		381286322926	EXT-488512	External Source Record
<input type="checkbox"/>	11	KRAFT DAIRY	Test12		111435186273	EXT-489034	External Source Record
<input type="checkbox"/>	11	KRAFT DAIRY	Test34		946388204985	EXT-489039	External Source Record
<input type="checkbox"/>	11	KRAFT DAIRY	Tert			EXT-489041	External Source Record
<input type="checkbox"/>	11	KRAFT DAIRY	AB Vendor1		701845412026	EXT-490332	External Source Record
<input type="checkbox"/>	11	KRAFT DAIRY	Test PID		774848162595	EXT-490985	External Source Record
<input type="checkbox"/>	11	3190470-KRAFT DAIRY	AB GTIN TEST		235447602115	EXT-494217	External Source Record

21. The **External Source Record** screen is displayed with the details.

Click the **Meijer** logo on the slide panel to navigate to the Home page.

meijer-qa-step.mdm.stibosystems.com/webui/MeijerSupplierUI#contextID=Context1&workspaceID=Main&selection=EXT-488512&nodeType=29297-BOCA BUYER

External Source Record

Seasonings/Preservatives/Extracts > Pickles/Relishes/Chutneys/Olives > Pickled Vegetables

AB TEST1

EXT-488512 • Never Approved • 0.2 • Last edited by Sanjap Bose on May 26, 2021 at 15:325 PM UTC-5:30

To Do Product 2 Case Pack List Required 1 Additional Attributes Marketing Data Digital Assets

Name AB TEST1

GTIN 381286322926

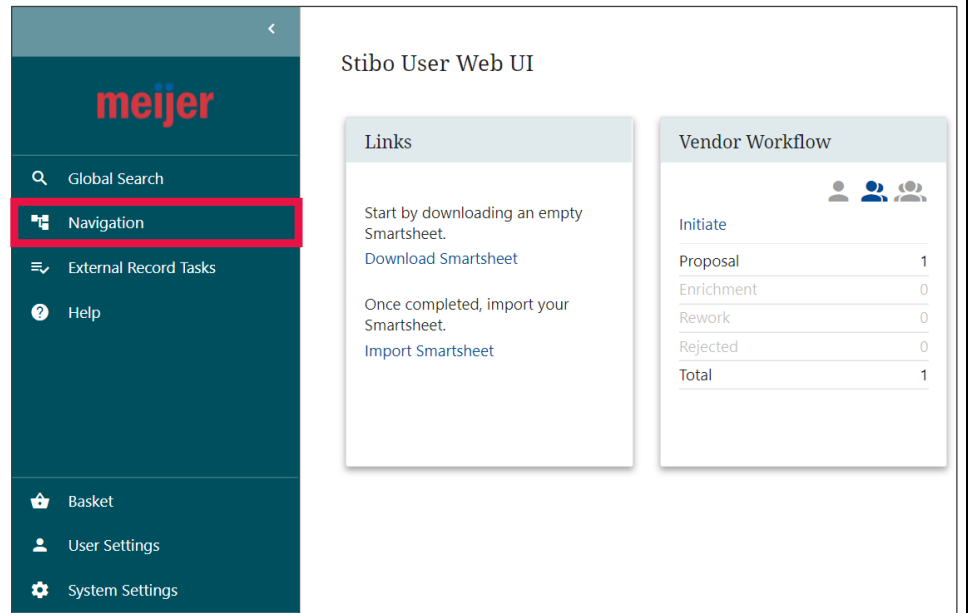
Primary Product Image

Workflow information

External Source Record Handling

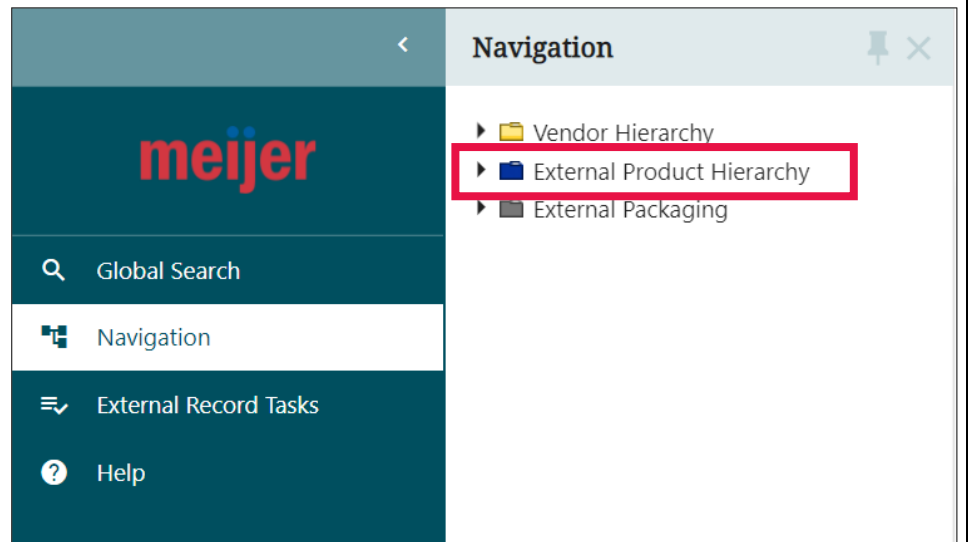
Proposal Enrichment Proposal Approval Buyer Rework (by Supplier) Rejects (vont.se)

22. Click **Navigation** from the side panel.



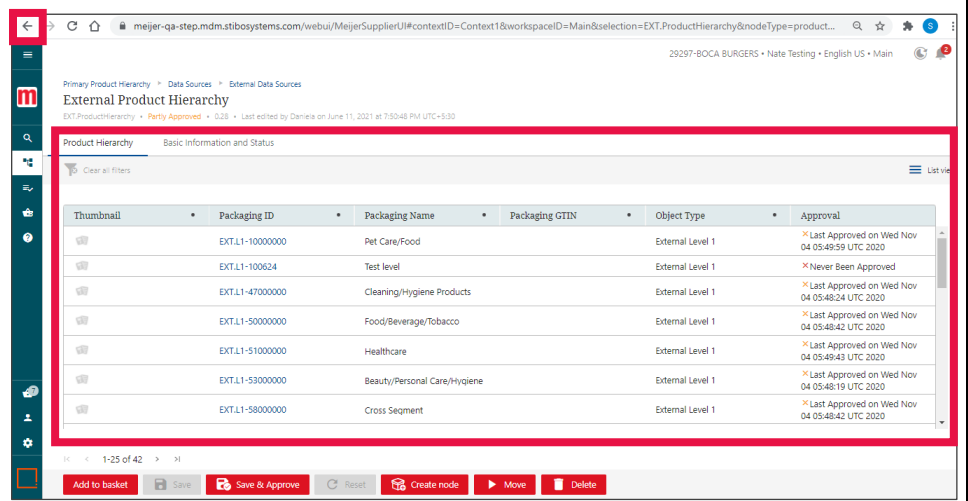
23. Once the hierarchy appears, click **External Product Hierarchy** to view the GS1 Hierarchy of the Products in PIM.


NOTE: If you click the drop-down arrow if the hierarchies, a warning will be displayed.

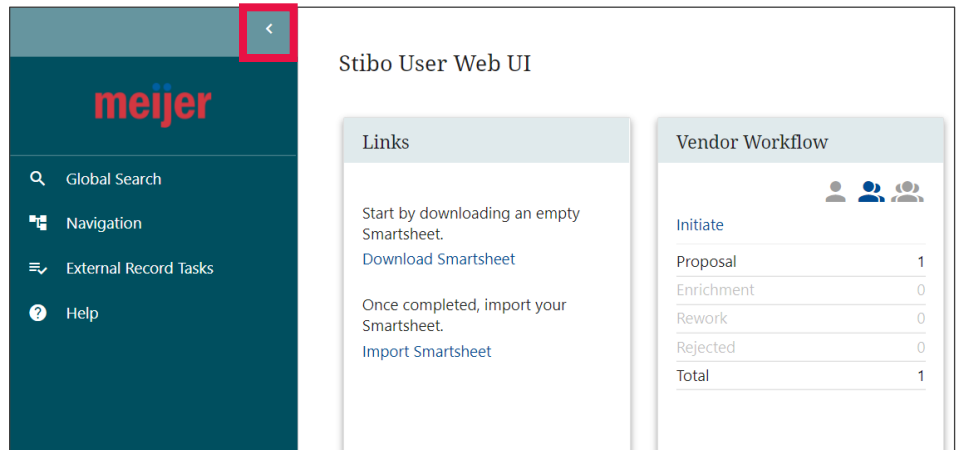


24. The **External Product Hierarchy** screen is displayed with the details.

Click the **back** button on your browser to navigate to the Home page.

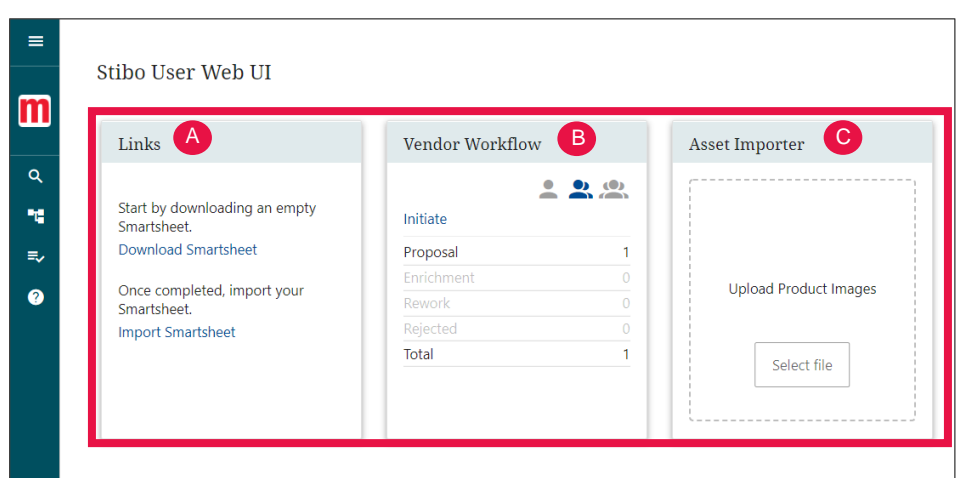


25. Click the **Right Arrow**  to collapse the side panel.



26. The **Stibo User Web UI** screen is displayed with the following widgets:

- A. **Links** – It allows the Vendor to download and import the Smartsheet, and to display the packaging details.
- B. **Vendor Workflow**– It allows the Vendor to initiate the proposal and to enrich their Product information.
- C. **Asset Importer** – It allows the Vendors to import digital assets (i.e. images) for a Product.



Set Preferences using the Settings Options

1. Click **User Settings** to log out or select another Vendor number associated with your ID.

The screenshot displays the Meijer Stibo User Web UI. On the left is a dark teal navigation sidebar with the Meijer logo at the top. Below the logo are menu items: Global Search, Navigation, External Record Tasks, Help, Basket, **User Settings** (highlighted with a red box), and System Settings. The main content area is titled "Stibo User Web UI" and contains two panels. The "Links" panel provides instructions on downloading and importing Smartsheets. The "Vendor Workflow" panel shows a table of workflow stages.

Vendor Workflow	
Initiate	
Proposal	1
Enrichment	0
Rework	0
Rejected	0
Total	1

2. The **User Settings** section is displayed.

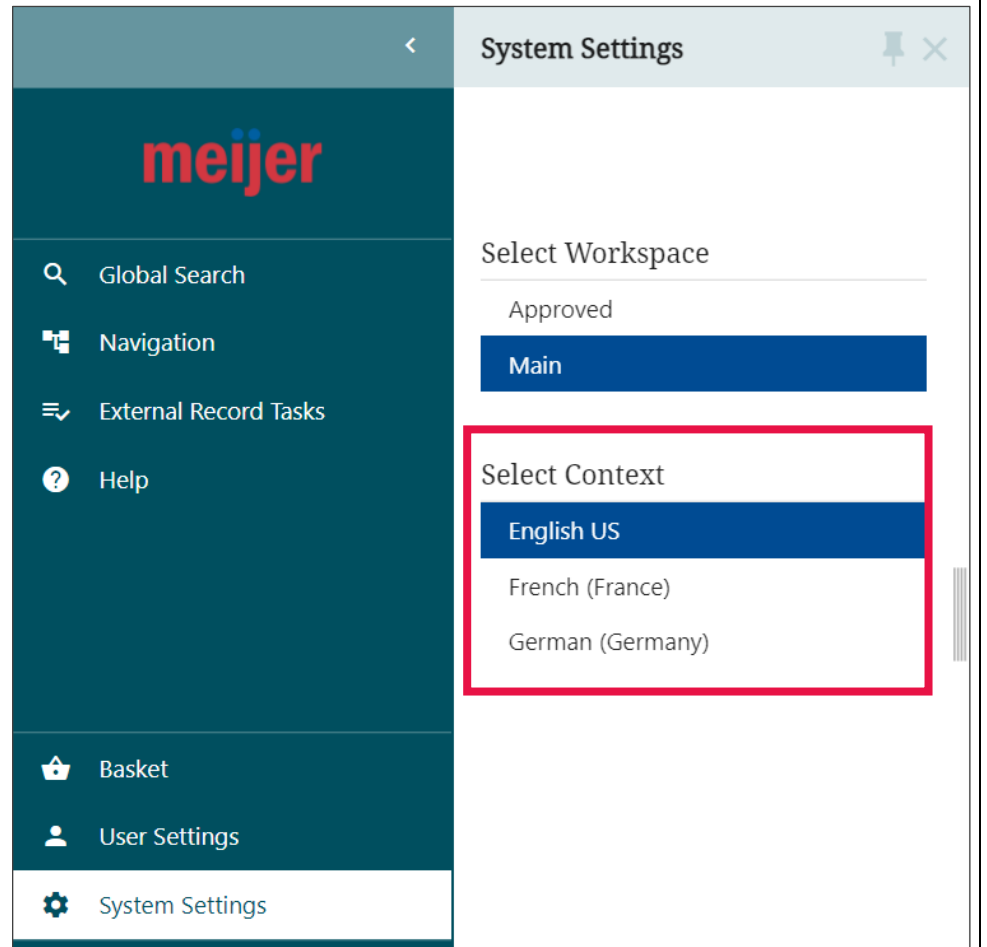
The following options are available under the username section:

- A. **Show Your Information** displays your user ID and email ID.
- B. **Log Out** logs you out of Meijer Supplier UI.
- C. **Select Supplier** allows you to select another Vendor number.
- D. **Select Locale** allows you to select your preferred language.

3. Click **System Settings** to view the available settings options for the UI.

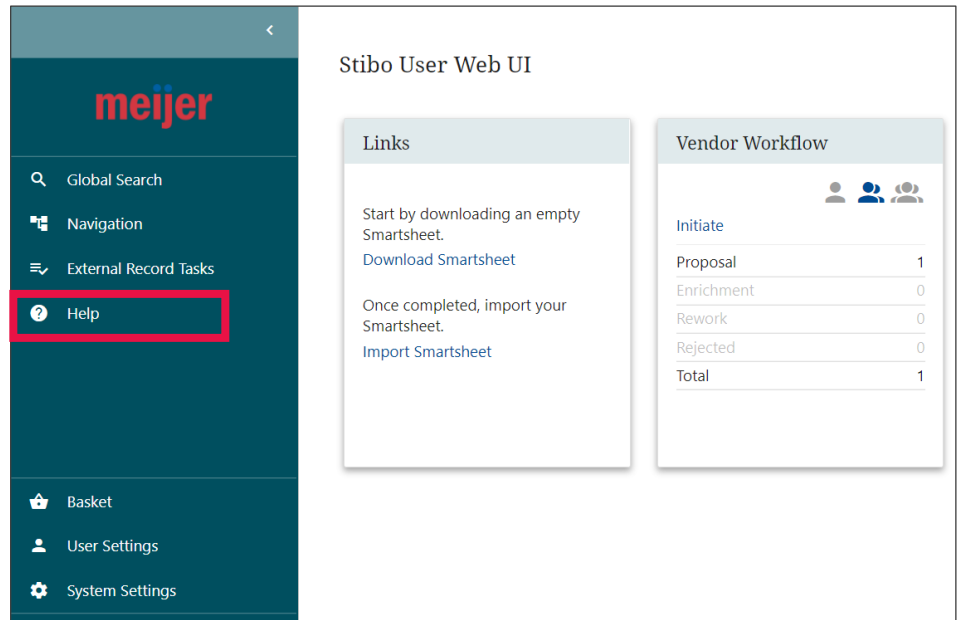
Stage	Count
Initiate	-
Proposal	1
Enrichment	0
Rework	0
Rejected	0
Total	1

4. The **System Settings** section is displayed with the **Select Context** option that allows you to select the required context language.



View the Help Page

1. Click the **Help** option from the side panel.



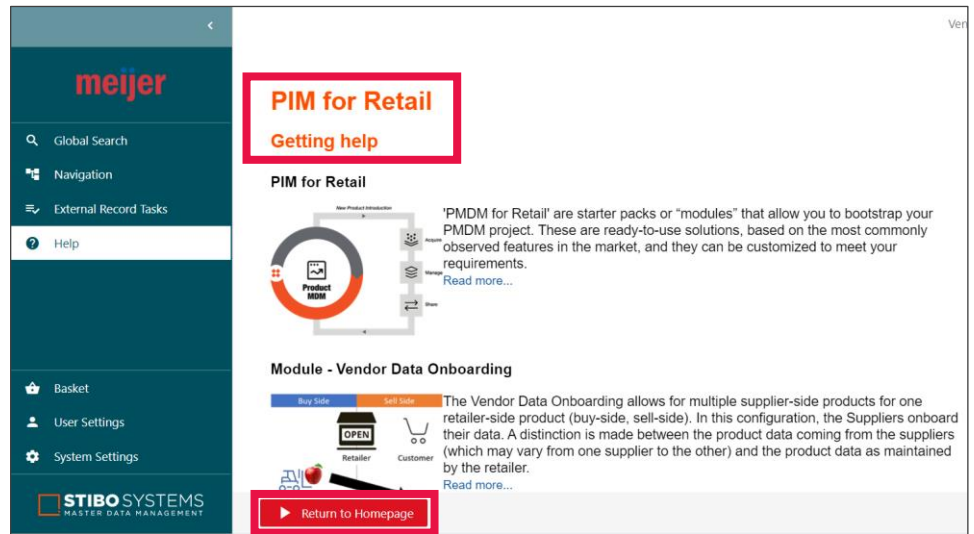
2. The **PIM for Retail** Help page is displayed.

Click the **Return to Homepage** button to return to the Homepage.



TIP:

- You can also click the **Meijer logo** to return to the Homepage.
- For General Navigation, you can use the **Back** button on your browser or any of the active hyperlinks on the screen.



Product Field Descriptions

Product Details in the **Product** Tab (Mandatory Fields):

Product ID – It is a system-assigned Product identifier.

Product	Required	Additional Attributes 2
Product ID		2933920

GTIN – Global Trade Item Number (GTIN) is a unique number that identifies a specific Product or Case Pack. Every level of Product configuration (consumer selling unit, case, inner pack, pallet, shipper etc.) requires a unique GTIN.

GTIN	713733379182
------	--------------

Product Name – It identifies a Product or service.

Product Name	
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SKU Type – One Standard Keeping Unit (SKU) type is assigned to a Product to identify how to process sales and inventory transactions for a Product. It is a unique identifier for a Product as a member of a logical or physical grouping of Products.

SKU Type	099-Merchandise ▾
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*The available **SKU Types** in PIM are displayed in the adjacent image.*

- 099-Merchandise
- BAG-Grocery Bags
- DPF-Deposit Fee
- ING-Ingredients
- MAR-Supply Margin
- PRM-Primary Product
- RCP-Recipes Sold
- ROL-Rollover
- SHP-Shipper
- SUP-Supply
- SVC-Services Sold
- SYS-System
- TST-Test
- YLD-Yield Sold
- ZGS-ITS ONLY DO NOT USE ON PRODUCTS
- ZHS-Load Prd CIs Disc SIs His SKU Type
- ZRT-Zero Retail

Meijer Hierarchy Link – It is the hierarchy ID and the title of the Product.

Meijer Hierarchy Link	ID	Title
	L2-013301	CHILI PEPPERS DRY PK

<p>Vendor – It is the identifier assigned to the primary Vendor of the Product. This vendor is used for replenishment calculations and other system-required calculation functions.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <p>Vendor 1006881-BICKELS SNACK FOODS DBA SEYFERT SNACK FO</p> </div>
<p>Standard Completeness – It displays the completeness of the Product setup in percentage.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <p>Standard Completeness <div style="width: 41%; background-color: #f4a460; display: inline-block; height: 15px;"></div> 41%</p> </div>

Required Product Attributes in the Product Tab (Mandatory Fields):

<p>GTIN Assignment – It allows to select a valid option of: Product or Case Pack.</p> <ul style="list-style-type: none"> • If Product is selected, it designates that the selected GTIN is a Product GTIN. This is the default value. • If Case Pack is selected, it designates that the selected GTIN is a Case Pack GTIN. 	<div style="border: 1px solid #ccc; padding: 5px;"> <p>Product Required Additional Attributes ² Marketing Data</p> <hr/> <p>▼ Required Product Attributes</p> <p>GTIN Assignment <input type="radio"/> Case Pack <input checked="" type="radio"/> Product</p> </div>
<p>GTIN Description – It describes the Product associated with the GTIN.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <p>* GTIN Description 5LB DRIED CHIPOTLE PEPPERS </p> </div>
<p>GTIN Type – It groups similar GTINs. The GTIN Type identifies the format of the GTIN entered. Each Product or Case Pack GTIN record must have a GTIN Type.</p> <p> NOTE: The GTIN Type must match with the SKU Type digit requirement. Refer to the GTIN Type Descriptions in PIM table in this document for more details.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <p>GTIN Type <input type="text"/></p> </div>
<p>Prime Prod GTIN – It identifies if the GTIN is primary to a specific Product.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <p>Prime Prod GTIN <input type="radio"/> No <input checked="" type="radio"/> Yes</p> </div>
<p>Sell UoMs – It is the unit of measure (eaches or pound) in which a Product can be sold.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <p>Sell UoMs <input checked="" type="radio"/> Eaches <input type="radio"/> Pound</p> </div>
<p>Unit (Depth) – It is the unit of measure in which the depth of a product is calculated.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <p>Unit (Depth) <input type="text"/></p> </div>
<p>Unit (Height) – It is the unit of measure in which the height of a product is calculated.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <p>Unit (Height) <input type="text"/></p> </div>
<p>Unit (Width) – It is the unit of measure in which the width of a product is calculated.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <p>Unit (Width) <input type="text"/></p> </div>

Required Attributes in the Required Tab (Mandatory Fields):	
<p>MSRP – It is the Manufacturer's Suggested Retail Price (MSRP). It is the price at which the manufacturer recommends that the retailer sell the Product. It should be a numeric value.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> MSRP (\$N.NN) 9.98 </div>
<p>Buyer Number – It identifies the Buyer responsible for purchase and sales of a specific Product.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> Buyer Number 350 </div>
<p>Fsvp Classification – Foreign Supplier Verification Program (FSVP) Classification is used to distinguish between items that are meant for human and/or animal consumption, and those that are not.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> Fsvp Classification <input checked="" type="radio"/> Food Product <input type="radio"/> Non Food Product </div>

Required Marketing Data Attributes in the Marketing Data Tab (Mandatory Fields):	
<p>Digital Product Name – It is the Product name that is visible to the consumers.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <div style="background-color: #f0f0f0; padding: 2px; margin-bottom: 5px;"> ▼ Required Marketing Data Attributes PIM </div> <div> * Digital Product Name <input type="text"/> </div> </div>
<p>Digital Product Details – It is the Product details that are visible to the consumers.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <div> * Digital Product Details <input type="text"/> </div> </div>
<p>Digital Features – These are the Product features that are visible to the consumers.</p>	<div style="border: 1px solid #ccc; padding: 5px;"> <div> * Digital Features <input type="text"/> </div> </div>

PIM Workflow Overview

Vendor Workflow

Proposal – This is where External Records are stored before they are submitted after Initiation. If there are External Records in Proposal, they have not been submitted to Meijer for review.

Vendor Workflow	
Initiate	
Proposal	98
Enrichment	16
Rework	7
Rejected	1
Total	122

Enrichment – This is where External Records are stored once they have been submitted from Proposal to Meijer. They will live here until Meijer approves the record. Changes can be made in Enrichment any time before the record is approved.

NOTE: Once you have made changes in Enrichment, click Save only. If submitted from Enrichment, the record will disappear from this folder and no updates can be made before Meijer approves the record, or sends it back for Rework

Vendor Workflow	
Initiate	
Proposal	98
Enrichment	16
Rework	7
Rejected	1
Total	122

Rework – This is where External Records are stored if the Meijer team sends the record back for Rework. Updates can be made to the record in this folder and then submitted back to be reviewed again by Meijer.

Vendor Workflow	
Initiate	
Proposal	98
Enrichment	16
Rework	7
Rejected	1
Total	122

Rejected – This is where External Records are stored if the Meijer team Rejects the record. These will not be able to be resubmitted.

A summary card titled "Vendor Workflow" with three user icons at the top. It contains a table with the following data:

Initiate	
Proposal	98
Enrichment	16
Rework	7
Rejected	1
Total	122

GTIN Type Descriptions in PIM

GTIN Type	GTIN Type Description	GTIN Length
EAN	EAN-13	13
GAS	Gas Station UPC	12
GEAN	Gas Station EAN UPC	13
GUPA	Gas Station UPCA	12
GUPB	Gas Station UPCB	14
MCA	Misc. Category Adjustment	12
MCE	Misc. Category Expected	12
MCI		12
MCM		12
MCS		12
MCU	Misc. Category Unexpected	12
MCUS	Misc. Category Adj Sum	12
MMA	Category Level Adjustment	
MPRK	M PERK Promotion	12
NDC	NDC UPC	12
PPLU	POS PLU	12
SPLU	Scale PLU	
UPCA	Standard UPC	12
UPCB	Case Code UPC	14
UPCE	Zero Suppressed UPC	
VFOR		12
ZDUH	Load Prd Cls Disc Sls His UPC	12