

# **Add Foreign GTIN**

**User guide for Foreign GTIN** 

## **Table of Contents**

Overview and Purpose	1
Requirements	1
Navigate to GS1 website	2
Select the Preferred language	2
Input Login Details	3
Received SMS "OTP number"	4
How to Subscribe Foreign GTIN	5
Then click the "	5
Next Popup, Select	5
Received Email Notification	7
Upload Payment Slip	8
Adding Foreign GTIN	10
Contact Information	14

### **Overview and Purpose**

GS1 Saudi Arabia (GS1 KSA), to serve the end consumer, companies and other organizations have worked together in supply and demand chains. Whether you are a small company or a large one, whether you have one single product or hundreds, the GS1 System of Standards is perfectly suited to your needs.

The GS1 system of standards aims to raise the efficiency of business processes and to provide cost savings through automation based on globally unique identification and digital information.

This GS1 User's Guide Consist of step by step guides from start to finished, helping organizations to generate GS1 Barcode standard requirements in the Region.

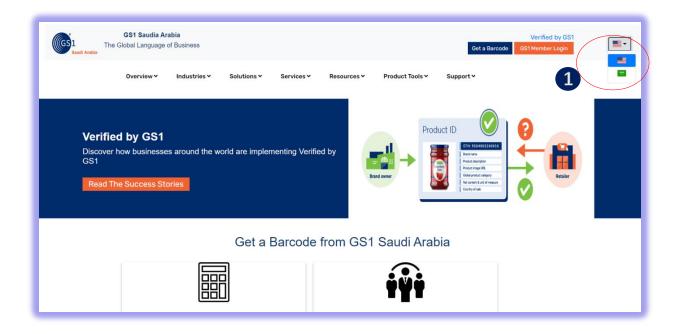
#### Requirements

- 1. Successfully Registered to GS1 Saudi Arabia
- 2. Successfully Uploaded Payment slip



### Navigate to GS1 website: https://gs1.org.sa

# Select the Preferred language "English or Arabic" to Login



Find and Click "GS1 Member Login" to Continue

	Saudia Arabia anguage of Business			Get a Barcode GS1 Member Login	
Overv	view Y Industries Y Solutions Y	Services Y Resources Y	Product Tools Y Support	rt* 2	
Verified by Discover how bu GS1 Read The Succ	isinesses around the world are impler		Brand owner	RTN STATUSTICS Not Annu Market Mark and Statustics Mark and Statustic	
	Get a	Barcode from GS	1 Saudi Arabia		
			iÿi		

1 Click for Select Preferred language (Arabic or English) 2 Click "GS1 Member Login" to Login



### Input Login Details

Enter "Registered email address" and click Login Now

* 1 Saudi Arabia	GS1 Saudia An The Global Language						Verified by GS1   Staff Login Get a Barcode GS1 Member Login	
	Overview ¥	Industries 🗸	Solutions 🗸	Services ¥	Resources ¥	Product Tools 🗸	Support ¥	
			Login N	email@gmail.com				
	Standard Need a G	ls S1 barcode	News News	& Events		out GS1 at we do		
* 1 Saudi Arabia	GS1 Saudia Ar The Global Language		Selec	t Activity	)	×	Verified by GS1   Staff Login Get a Barcode GS1 Member Login	
	Overview <del>v</del>	Industries ¥	Solut	Activity * activity ord *		•	Support	
			Login N Forgot Pa	ow Issword? Click Her	e to Reset	Login		

3 Input User Login Id or Registered "Email Address" and lick "Login Now" to continue

4 Select Activity and enter Password "initial password" Then Click "Login" To Received SMS "OTP" and Popup message below will appear.



GS1 The	GS1 Saudia Ara Global Language d						Verified by GS1 Get a Barcode GS1 Member Login
	Overview 🛩	Industries 🛩	Solutions ~	Services 🛩	Resources ¥	Product Tools 🗸	Support ¥
					$\checkmark$		
			0	TP send	to your re	aistered	
					number.	5	
			<u> </u>		ок		1
	Ctandard	le le	Nour	9 Evente	A.b.	1000 CE4	

### Received SMS "OTP number"

And Then Enter" OTP number "and Click "Verify Now" to Proceed on Members Dashboard

GS1 Saudia A GS1 Saudi Arabia The Global Languag						Verified by GS1 Get a Barcode GS1 Member Login
Overview 🗸	Industries 🗸	Solutions 🗸	Services ¥	Resources ~	Product Tools ~	Support Y
			Please E	nter Verificatior	n Code	
	4	Verificatio				
		Verify N Resend C				
		Resend C				_

4 Enter "OTP "sent to your registered mobile no.

5 Click "Verify Now" to continue on Main Members Dashboard/Portal

Popup Message will appear (Successfully Login). Refer below screen shots and then Click "OK" Button



			isit Frontend 🕴 🔹
Dashboard			
Dashboard			
GCP: 6286761 Member ID: 11			358d 4h 0m 10s Your Subscription Will Expire On
	$\checkmark$	1 Barcodes Issued	99998 Barcodes Remaining
	Successfully Login		
Member Products			
	ок		
1.0			
0.8			
0.7			
	Dashboard GCP: 6286761 Member ID: 11 10000 Category E 100.000 Barcot Member Products	Dashboard GCP: 6286761 Member ID: 11 1000 Aregory E 100,000 Barco Member Products Successfully Login ox	Dashboard

Then Navigate to Members dashboard.

# How to Subscribe Foreign GTIN

**On Members dashboard,** Click **"Subscribed Products"** section. Then click the **"Subscribe Other Product"** button to continue

GS1 SAUDIA ARABIA	Subscribed GTIN				
* Dashboard					
💄 Profile				Sear	ch:
Manage Products >	Show 10 ¢ entries				
	ID 11 Product 11	Description	Registered Date	Expiry Date 11	Action 11
Payment Slips	1 GTIN Categor	y C ( 1,000 Barcodes )	06-10-2022	06-10-2023	Renew GTIN
📼 Help Desk					Upgrade/Downgrade
Subscribed Products	Showing 1 to 1 of 1 entries				Previous 1 Next
3 Actions					
Online Paymeths	Subscribe Other Product			Sear	ch:
	ID 11 Product	II Registered Date		Expiry Date	Action
	1 GLN	06-10-2022		06-10-2023	Renew
	2 SSCC	09-10-2022		09-10-2023	Renew
	Showing 1 to 2 of 2 entries				Previous 1 Next

Next Popup, Select "Foreign GTIN" in "Product Name \*" field.





# Ð

# And Then Click the "Green Plus Sign" to Add Foreign GTIN

GS1 SAUDIA ARABIA	Show 10 ¢ entries			Search:
A Dashboard	ID 1 1 Product Name *	Total Number Of, Barcodes *	×	nte 11 Action 11 023 Renew GTIN
Profile	-select-			Upgrade/Downgrade
<ul> <li>Manage Products</li> <li>Payment Slips</li> </ul>	Showing 1			Previous 1 Next
E Help Desk	SSCC			
Subscribed Products	UDI	codes	Price	
Actions	Show 10 Foreign GTIN	Bank Transfer	مدی 🔤	Search:
Online Paymeths		Bank Transfer	O Mada/Visa	11 Action 11 Renew
	2		Close Continue To Payment	Renew
	3			Renew

Once click "Green Plus Sign" to Add Foreign GTIN, it will show details Product, Number of barcodes and the Price. Refer as below screenshot

Select "Bank transfer or Mada/Visa "for Payment option.

Then click the "Continue to Payment" button to continue Uploading the payment Slip.

GS1 SAUDIA ARABIA	Subsc							_	
Dashboard	Subsc	Product Name *		Total Number Of. Barcodes *		×			_
2 Profile	Show 10	Foreign GTIN	•	10000.0	•	1	Search		
Manage Products >	ID 1	Yearly Subscription Fee:				500.0	ite 11	Action	
Payment Slips	1							Renew GTIN	
<ul> <li>Help Desk</li> <li>Subscribed Products</li> </ul>		Product	Number of B	Barcodes	Price			Upgrade/Downgrade	
<ul> <li>Subscribed Products</li> <li>Actions</li> </ul>	Showing :	Foreign GTIN	10000.0		500.0			Previous 1	
Gonline Paymetris									
	Subscri			Bank     Transfer     Sank Transfer	مدی mada Mada/Visa				
	Show 10						Search		
	ID				Close	To Payment		Action	
	1	GLN		06-10-2822		06-10-2023		Renew	
	2			09-10-2022		09-10-2023		Renew	
	Showing 1 to	2 of 2 entries						Previous 1	





GS1 SAUDIA ARABIA	≡			😭 Visit Frontend 🛛 🧯 🔹
* Dashboard	Dashboard			
💄 Profile				
Manage Products     Payment Slips	GCP: 628100002			
<ul> <li>Payment Sups</li> <li>Help Desk</li> </ul>	Member ID: 2			Your Subscription Will Expire On
Subscribed Products	100 Category C ( 1,000 Barcoc	$\checkmark$	0 Barcodes Issued	999 Barcodes Remaining
<ul> <li>Actions</li> <li>Online Paymeths</li> </ul>	GLN Ise	Please Upload Payment Slip	1000 SSCC Issued	1000 SSCC Remaining
	Member Products			

#### Then, Popup message will appear like this below" Please Upload Payment Slip. "

### **Received Email Notification**

The same time you will be notify on your registered email for "**Requesting for New Product** "which is **Foreign GTIN** and attached Invoice for reference of payment.

0	Compose		÷		1 of 21 < 📏
	Inbox	3		Requesting for New Product Index ×	
☆ ©	Starred Snoozed			GS1 Saudia Arabia «noreply@gstsa.link» to me ≠	) 4:32 PM (5 minutes ago) 🖞 4
Þ	Sent Drafts			Saudi Arabia	The Global Language of Business
×	More			Message From GS1	
Lab	pels	+		Dear, SMART APPLIANCES TRADING COMPANY,	
				You are Requesting for New Product. Thanks, GS1 Saudia Arabia	



### **Upload Payment Slip**

On Members dashboard click "**Payment slips**" and click "**+ Upload Documents** "to upload Proof of payment

GS1 SAUDIA ARABIA				😤 Visit Frontend 🛛 🔮
🌴 Dashboard	Payment Slips			
💄 Profile				
🗮 Manage Products 💙	+ Upload Documents			٩
Payment Slips				
🔤 Help Desk	Show 10			Search:
Subscribed Products	ID 11 TransactionID	D Description	Documents	11 Status 11
3 Actions	1 1665040342		Documents	Approved
Online Paymeths	Showing 1 to 1 of 1 en	ıtries		Previous 1 Next

**NOTE: To Upload Payment Slip** refers to User's Guide for "**Uploading Payment Bank Slip**" PDF file. If required.

After uploading, Popup message will appear to wait for the "Admin Approval" and "Pending" Status same below and email notification "DOCUMENTS DETAIL" for documents has been uploaded.

GS1 SAUDIA ARABIA					¢*
A Dashboard	Payment Slips				
💄 Profile					
Manage Products >	+ Upload Documents		_		٩
Payment Slips					
😑 Help Desk		$(\checkmark)$		Search:	
Subscribed Products	ID         Till           1         1665040342		Documents	Approved	
3 Actions	2 1665043646	Please wait for Admin	ents	Pending	
Online Paymetris	Showing	Approval		Previous 1	
		ОК			



# Once **approved by the Admin**, you will be notify on your registered email a **"Service Approved"** with attached receipt

1	Compose			1 of 23 < 💙
	Inbox	3	Service Approved Indox ×	
☆ ©	Starred Snoozed		GS1 Saudia Arabia -noreply@gstsa.link- to me -	@ 4:43 PM (O minutes ago) 🔥 •
⊳	Sent			The Global Language of Business
Ŭ V	Drafts More		Saudi Arabia Saudi Arabia Message From GS1	
Lal	pels	+	Dear, SMART APPLIANCES TRADING COMPANY,	
			Your Documents Has been approved. You can now add your products in your Portal.	
			Thanks From, GSI Sau <u>dia Arabia</u>	
			CONCLUSION NO.	

On your Members dashboard, you can see the "**Approved**" status also. That means you can start now to add the **Foreign GTIN**.

GS1 SAUDIA ARABIA					삼 Visit Frontend	Ø.,			
<ul><li>Dashboard</li><li>Profile</li></ul>	Payment S	Glips							
Manage Products >	+ Upload Docu	ments				٩			
Payment Slips					Search:				
<ul> <li>Help Desk</li> <li>Subscribed Products</li> </ul>	ID 11	Show 10 entries TransactionID II	Description	Documents 11	Status				
3 Actions		1665040342 1665043646		Documents Documents	Approved Approved				
Online Paymetris		1665296526 1665405146		Documents Documents	Approved				
	Showing 1 to 4 of 4 entries								



## Adding Foreign GTIN

Then Click "Manage Products" section to continue. And then click "Import" button to continue

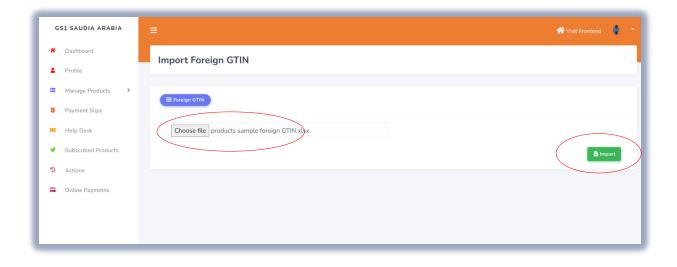
G	SS1 SAUDIA ARABIA				😤 Visit Frontend 🏾 🏮	•
*	Dashboard Profile	Foreign GTIN				
=	Manage Products Y	+ Add Foreign GTIN Export Bulk Barcodes	• Export • Example 1	Downloads		
	GLN SSCC Foreign GTIN	GCP 628100002 Category C ( 1.000	Sarcodes ) Member ID 2		٩	
-	Payment Slips	10 *				
-	Help Desk	D ID Product Name[	ng] Brand Name	e Barcode	Action	
4	Subscribed Products		No Data Fou	nd		
9	Actions Online Paymetns	Current Page: 1 Showing to of O				

Note: below screenshot of excel file to Import **Foreign GTIN.** (2 or more qty. is same option) sample only

	<b>→ → • • •</b>				p	roducts sample	foreign GTIN - Mie	crosoft Excel	1					-	0
File	e Home Inse	rt Page Layout Formulas	Data R	Review View											a 🕜 🗆 1
Ĉ	Cut	Calibri • 11 • /	A A = ;	= 😑 🗞 - 📑 Wrap Text	General	-	5 📝 🛛	lormal	Bad	Good	1	7	Σ AutoSum -	27 🕅	
ste -	e 🛷 Format Painter	в I Ш - 🖽 - 🌺 -	<u>A</u> · ≡ :	書 書   律 律 🖼 Merge & Co	nter - 📑 - % ,	Condi Forma	tional Format as N tting * Table *	leutral	Calculation	Check Cell	v unsert	Delete Format	0.41	Sort & Find & Filter * Select *	
	Clipboard Fa	Font	Ga .	Alignment	Fa Number	5			Styles			Cells	Edi	ting	
	K27	$f_{\mathbf{x}}$													
	А	В	C	D	E	F	G	н	1	J K	L	D	И N (	0	Р
1	ProductNameEnglis	h ProductNameArabic	BrandNam	e Product Language Code	Country of Sale	ProductType	PackagingType	MnfCode	MnfGLN	ProvGLN GPC Co	de ChildQuant	ity Details	Page UON Siz	ze GTIN	
1	Curve Smart TV	بتحتى التلفزيون	Smart	Domestic appliances	SAU	Carton			(6281000020005	68010700 eng	Curve led	BX	65	(62810000	20029
	LED Smart TV	لغزيون ڏکي ال اي دي	5 smart	Domestic appliances	SAU	Carton			(6281000020005	68010300 eng	Smart tv	BX	55	(62810000	20012
Į.															
ł															
ŀ															
ł															

Once click the "Import" button, and then Click "Choose File" to insert/upload Foreign GTIN files. Then Click Import button





Popup message "Bulk Foreign GTIN Inserted" will appear once successfully inserted the file.

G	S1 SAUDIA ARABIA					🗥 Visit Frontend 🛛 🧯	
*	Dashboard	Foreign GTIN					٦
4	Profile	, and the second s					
=	Manage Products Y	+ Add Foreign GTIN	xport Bulk Barcodes 🔹 🕒 Export 🔹	🗈 Import 🛃 Downloads	1		
	GTIN Products						
		GCP 628100002	G				
	Foreign GTIN	By		$\mathcal{O}$			
	Payment Slips	10					
8	Help Desk	di	Bulk Foreign G	I IN Inserted	Barcode	Action	
*	Subscribed Products		ОК		06281000020029	Action -	
5	Actions	D 2	GS1 Saudi Arabia	smart	06281000020012	Action -	
=	Online Paymetns						

On your Foreign GTIN screen will display all you uploaded file with Product Name (Eng.), Brand Name, Barcode number and Action option.



GS1 SAUDIA ARAB	BIA							AVisit Frontend	¢
<ul><li>Dashboard</li><li>Profile</li></ul>		F	oreign	GTIN					
Manage Products     GTIN Products     GLN     SSCC	~		+ Add For GCP 62	eign GTIN 8100002	Export Bulk Barcodes •	brt - E- Import & Downlo	nds		٩
Foreign GTIN Payment Slips		By	10		·				
😑 Help Desk				ID	Product Name[Eng]	Brand Name	Barcode	Action	
Subscribed Product	ts			1	GS1 Saudi Arabia	Smart	06281000020029	Action *	
<ul><li>Actions</li><li>Online Paymetris</li></ul>				2	GS1 Saudi Arabia	smart	06281000020012	Action *	
			urrent Pag						

"Export Bulk Barcodes": (Barcodes, Data Metrix)
"Export": (Excel, PDF)

Action option (View and Delete) same below

	ID	Product Name[Eng]	Brand Name	Barcode 🕑 View
0	1	GS1 Saudi Arabia	Smart	
	2	GS1 Saudi Arabia	smart	06281000020012 Action -





		_		
GS1 SAUDIA ARABIA	View Foreign GTIN		fember: SMART APPLIANCES TRADING COMPANY	
* Dashboard		G	CP: 628100002	
Profile				
Manage Products >	1	Complete data		
Payment Slips		GS1 This number is	registered to company:	
	Pr	roduct Name [English]	Product Name [Arabic]	
📧 Help Desk		S1 Saudi Arabia	· · · · · · · · · · · · · · · · · · ·	
Subscribed Products	_			
Actions	В	Brand Name	Smart	
Online Paymetris		Jnit Code	BX	
		Size Drigin	65	
		Country Of Sale	SAU	
		Product Desc Language		
	Р	Product Type		
		Package Type	2010700	
		GPC IS-Code	68010700	
	D	Description [English]	Curve Smart TV	
		IS-Code Description [English]	Curve Smart TV	
		Description [Arabic]	Curve Smart IV	
		ront Photo	R	
	в	Barcode	06281000020029 <b>★</b> Download	
	D	DataMatrix	<u> ▲ Download</u>	
		€ 2ack		/

### To View the details "Foreign GTIN" item. Refer below sample screenshot

You have option also to download the  $\ensuremath{\textbf{Barcode}}$  and  $\ensuremath{\textbf{Data}}$   $\ensuremath{\textbf{Metrix}}$ 



## **Contact Information**

In case any issues occur on registration journey, any questions and suggestions, Please Contact us