



Create products faster using the Product Wizard tool

The Product Wizard is a tool that helps administrators create various product types faster.

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Create products faster using the Product Wizard tool

Released on 2025.1.10, the Product Wizard is a tool that helps administrators create various product types faster. This tool can be used to create a single product or multiple products of the same product type.

This article outlines the steps to create multiple rental products using the wizard; however, the wizard can also be used to create the following product types:

- + Access
- + Activity
- + Food
- + General
- + Private Lesson
- + Rental

1 Accessing the Tool

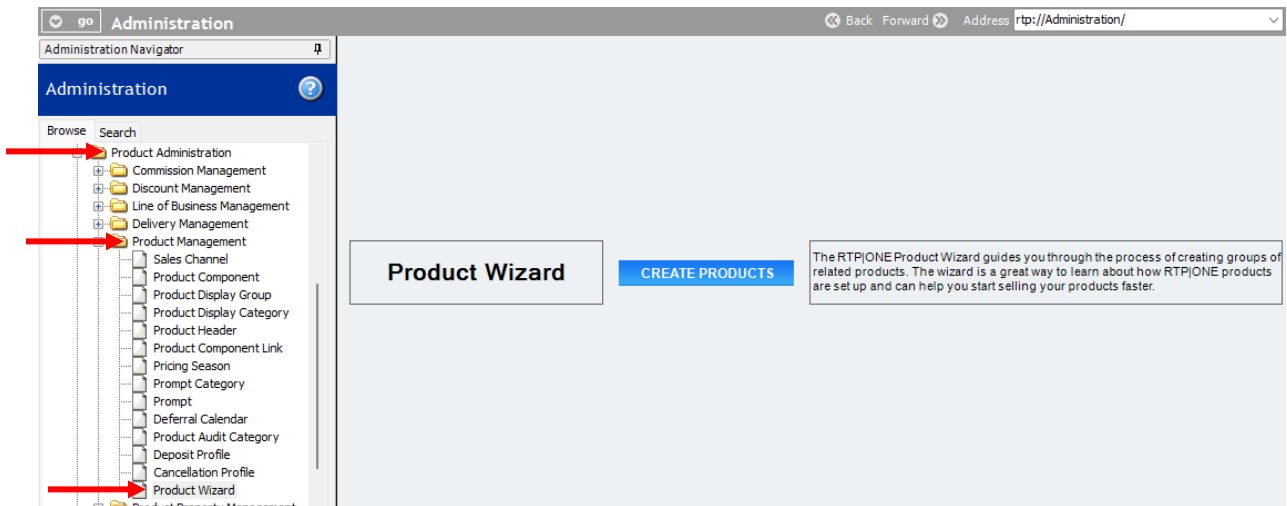
To access the Product Wizard tool:

1. In RTP Administration, navigate to Security Administration > Security Management > Security Group.
2. Open the applicable Security Group.
3. Select the User Admin Entities tab.
4. Under Admin Entity Navigator > Product Administration > Product Management, double click Product Wizard to add it to the selected admin entities for that group.
5. Click Save to finish.

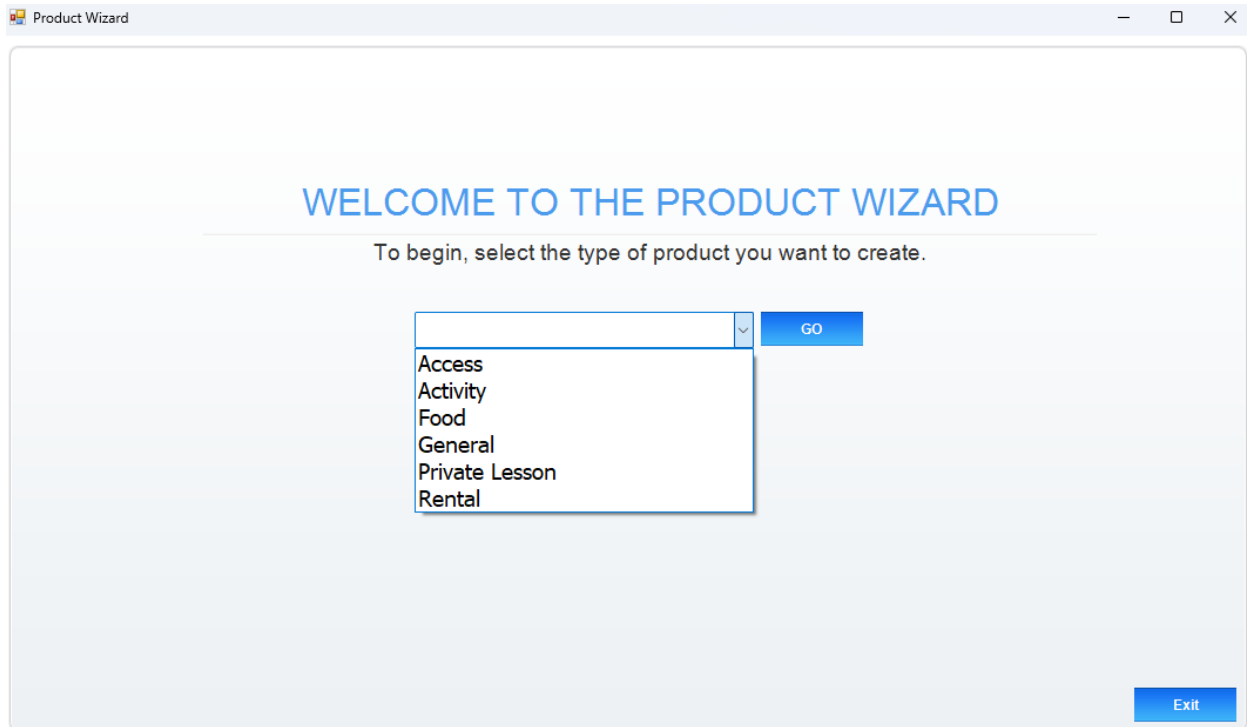
2 Using the Tool

To use the Product Wizard tool:

1. In RTP Administration, navigate to **Product Administration > Product Management > Product Wizard**.



2. Click **Create Products** to open the tool.
3. From the drop-down menu, select the type of product to create and click **Go**.



4. Under the **Product Header** column, enter the name of the product.

- a. If you hit enter after entering the product name, a new line will be added to create another product.
 - b. Use the right arrow key to move the selection over to create only a single product.
5. From the drop-down menu in the **Product Display Category, Sales Report Category and Product Category**, select the applicable entry.

The Product Display Category, Sales Report Category and Product Category must already be created in RTP Administration.

Product Header	Product Display Category	Sales Report Category	Product Category
1-Day Premium Rental Pkg	Alpine Performance - Adult	Rental - Alpine Performance	Rental - AP Skis
2-Day Premium Rental Pkg	Alpine Performance - Adult	Rental - Alpine Performance	Rental - AP Skis
3-Day Premium Rental Pkg	Alpine Performance - Adult	Rental - Alpine Performance	Rental - AP Skis

Optionally, each row can be managed by right-clicking on a row in the Product Header window.

Product Header	Product Display Category	Sales Report Category	Product Category
1-Day Premium Rental Pkg	Alpine Performance - Adult	Rental - Alpine Performance	Rental - AP Skis
2-Day Premium Rental Pkg	Alpine Performance - Adult	Rental - Alpine Performance	Rental - AP Skis
3-Day Premium Rental Pkg	Alpine Performance - Adult	Rental - Alpine Performance	Rental - AP Skis

6. Click **Next** to continue.
7. Select the **Sale Locations** and **Sales Channels** for these products.

Product Wizard

Product Header

1. Product Headers 2. Sale Locations and Sales Channels

> Select one or more sale locations for these products

Business Group	Business Unit	Sale Location
☒ Moose Creek Resort	Moose Creek	Ticket Location
☐ Moose Creek Resort	Moose Creek	Pass Location
☒ Moose Creek Resort	Moose Creek	Snowsports School #1
☐ Moose Creek Resort	Moose Creek	Snowsports School #2
☐ Moose Creek Resort	Moose Creek	RTP Connect Location
☐ Moose Creek Resort	Moose Creek	Retail Logo Shop #1
☐ Moose Creek Resort	Moose Creek	Retail Logo Shop #2
☒ Moose Creek Resort	Moose Creek	Retail Ski Shop
☒ Moose Creek Resort	Moose Creek	Burton Pro Shop
☐ Moose Creek Resort	Moose Creek	Support Sports
☐ Moose Creek Resort	Moose Creek	Retail Warehouse

> Select one or more sales channels for these products

- ☒ Consumer Sales
- ☐ Reseller Sales
- ☐ Wholesale Sales
- ☐ eStore Sales
- ☐ Boat Tours Sales Channel
- ☐ QA Sales Channel #1
- ☐ QA Sales Channel #2
- ☐ Online Sales

PRODUCT CREATION WIZARD

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8. Click **Next** to continue.
9. Under the **Product Components** tab, when creating a Rental product, select the checkbox for the applicable **Rental Item**.
 - a. If the product component should be priced, select the **Priced** checkbox.
 - b. From the drop-down menu, select the **Product Category**.
 - c. Enter the number of units. Do not use decimal values.
 - d. From the drop-down menu, select the **Rental Model**.
10. Click **Next** to continue.

The Product Category and the Rental Models must already be created in RTP Administration.

Product Wizard

Product Components

1. Rental Details 2. Linked Product Headers 3. Output 4. Existing Product Components

> Select one or more rental items for each rental product, then specify details for each item you select

☒ Product Name : 1-Day Premium Rental Pkg (18 items)

Rental Item	Priced	Product Category	Units	Rental Models
☐ <None>	☐			
☒ Alpine Ski	☒	Rental - AP Skis	1	4 Star
☒ Alpine Boot	☒	Rental - Boots	1	Perf Boots-Ski
☐ Alpine Binding	☐			
☐ Snowboard	☐			
☐ Snowboard Boot	☐			

11. If adding linked product headers, select **Yes**, otherwise, select **No**.

- a. If **Yes** is selected, navigate to the applicable product and select **Add**. For example, Damage Insurance and update the fields in the **Add Product Header Link** window.
12. Click **Next** to continue.

Product Wizard

Product Components

1. Rental Details 2. Linked Product Headers 3. Output 4. Existing Product Components

Do you want to add linked product headers? ☒ Yes ☐ No

Select one or more product headers to add as linked product headers

- Product Header Navigator
 - TAG Park Day Passes
 - Heliskiing
 - Cat Skiing
 - Automation - Rental Products
 - LKD Accessories
 - LKD Ski Equipment
 - LKD SB Equipment
 - LKD Men's Clothing

Add

Linked Product Headers

Product Name : 1-Day Premium Rental Pkg (1 item)							
	Linked Product	Link Type	Display Order	Quantity	Is Quantity	Is Units	Auto Select
☒	Damage Insuranc	Rental Insurance	1	1.00	☒	☐	☒

Product Name : 2-Day Premium Rental Pkg (1 item)							
	Linked Product	Link Type	Display Order	Quantity	Is Quantity	Is Units	Auto Select
☒	Damage Insuranc	Rental Insurance	1	1.00	☒	☐	☒

Product Name : 3-Day Premium Rental Pkg (1 item)							
	Linked Product	Link Type	Display Order	Quantity	Is Quantity	Is Units	Auto Select
☒	Damage Insuranc	Rental Insurance	1	1.00	☒	☐	☒

Clear All

< Back Next > Cancel

Product Wizard

Product Components

1. Rental Details 2. Linked Product Headers 3. Output 4. Existing Product Components

Do you want to add linked product headers? ☐ Yes ☒ No

- Product Header Navigator
 - TAG Park Day Passes
 - Heliskiing
 - Cat Skiing
 - Automation - Rental Products
 - LKD Accessories
 - LKD Ski Equipment
 - LKD SB Equipment
 - LKD Men's Clothing

Add

Linked Product Headers

Product Name : 1-Day Premium Rental Pkg (1 item)							
	Linked Product	Link Type	Display Order	Quantity	Is Quantity	Is Units	Auto Select
☒	Damage Insuranc	Rental Insurance	1	1.00	☒	☐	☒

Product Name : 2-Day Premium Rental Pkg (1 item)							
	Linked Product	Link Type	Display Order	Quantity	Is Quantity	Is Units	Auto Select
☒	Damage Insuranc	Rental Insurance	1	1.00	☒	☐	☒

Product Name : 3-Day Premium Rental Pkg (1 item)							
	Linked Product	Link Type	Display Order	Quantity	Is Quantity	Is Units	Auto Select
☒	Damage Insuranc	Rental Insurance	1	1.00	☒	☐	☒

Clear All

< Back Next > Cancel

13. If output is required on the product, select **Yes**, otherwise, select **No**.

Product Wizard

Product Components

1. Rental Details 2. Linked Product Headers 3. Output 4. Existing Product Components

Do you want to add output to your product? ☐ Yes ☒ No

SETUP PROGRESS

- Product Header
- Product Components**
- Accounting and Pricing
- Additional Information
- Finish

14. If needed, existing product components can be added to the products being created. Select **Yes** to add existing product components, otherwise, select **No**.

Product Wizard

Product Components

1. Rental Details 2. Linked Product Headers 3. Output 4. Existing Product Components

Do you want to add existing components to your products? ☐ Yes ☒ No

SETUP PROGRESS

- Product Header
- Product Components**
- Accounting and Pricing
- Additional Information
- Finish

15. Under the **Pricing** tab of the **Accounting and Pricing** section, select the type of pricing for the product(s):

- By Date:
 - If using by Date, select the **Effective** and **Expiration Date** from the calendar in the column, and enter the product price.

Product Wizard

Accounting and Pricing

1. Pricing 2. Accounting

How would you like to define pricing?

Enter a price for each product you are creating

Description	Product Component	Sales Channel	Currency	Effective Date	Expiration Date	Price
1-Day Premium Rental Pkg	1-Day Premium Rental Pkg - Alpine Boot	Consumer Sales	Dollar - US	07/20/2026	07/20/2027	99.95
2-Day Premium Rental Pkg	2-Day Premium Rental Pkg - Alpine Ski	Consumer Sales	Dollar - US	07/20/2026	07/20/2027	139.95
3-Day Premium Rental Pkg	3-Day Premium Rental Pkg - Alpine Ski	Consumer Sales	Dollar - US	07/20/2026	07/20/2027	179.95

SETUP PROGRESS

- Product Header
- Product Components
- Accounting and Pricing**
- Additional Information
- Finish

- By Season:
 - If using by Season, select the appropriate season using the drop-down menu under the Season column, and enter the product price.

Product Wizard

Accounting and Pricing

1. Pricing 2. Accounting

How would you like to define pricing? by Season

Enter a price for each product you are creating

Description	Product Component	Sales Channel	Currency	Season	Price
1-Day Premium Rental Pkg	1-Day Premium Rental Pkg - Alpine Boot	Consumer Sales	Dollar - US	Multi Year Pricing Se	99.95
2-Day Premium Rental Pkg	2-Day Premium Rental Pkg - Alpine Ski	Consumer Sales	Dollar - US	Multi Year Pricing Se	139.95
3-Day Premium Rental Pkg	3-Day Premium Rental Pkg - Alpine Ski	Consumer Sales	Dollar - US	Multi Year Pricing Se	179.95

The Pricing Seasons must already be created in RTP Administration.

16. Click **Next** to continue.

17. Under the **Accounting** tab, update the Revenue Location using the drop-down menu. If applicable GL accounting has been previously configured, the Earned and Unearned Segments will be updated automatically. **Ensure the correct GL accounting is displayed.**

The Revenue location and GL accounting can be copied and pasted into all other product rows.

Product Wizard

Accounting and Pricing

1. Pricing 2. Accounting

Enter accounting information below

Description	Product Component	Sale Location	Sales Channel	Currency	Revenue	Earned Seg 1	Earned Seg 2	Earned Seg 3	Earned Seg 4	Unearned Seg 1	Unearned Seg 2	Unearned Seg 3	Unearned Seg 4
1-Day Premium Rental Pkg	1-Day Premium Rental Pkg - Alpine Ski	Ticket Location	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
1-Day Premium Rental Pkg	1-Day Premium Rental Pkg - Alpine Ski	Snowsports School #1	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
1-Day Premium Rental Pkg	1-Day Premium Rental Pkg - Alpine Ski	Retail Ski Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
1-Day Premium Rental Pkg	1-Day Premium Rental Pkg - Alpine Ski	Burton Pro Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
1-Day Premium Rental Pkg	1-Day Premium Rental Pkg - Alpine Boot	Ticket Location	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
1-Day Premium Rental Pkg	1-Day Premium Rental Pkg - Alpine Boot	Snowsports School #1	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
1-Day Premium Rental Pkg	1-Day Premium Rental Pkg - Alpine Boot	Retail Ski Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
1-Day Premium Rental Pkg	1-Day Premium Rental Pkg - Alpine Boot	Burton Pro Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
2-Day Premium Rental Pkg	2-Day Premium Rental Pkg - Alpine Ski	Ticket Location	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
2-Day Premium Rental Pkg	2-Day Premium Rental Pkg - Alpine Ski	Snowsports School #1	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
2-Day Premium Rental Pkg	2-Day Premium Rental Pkg - Alpine Ski	Retail Ski Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
2-Day Premium Rental Pkg	2-Day Premium Rental Pkg - Alpine Ski	Burton Pro Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
2-Day Premium Rental Pkg	2-Day Premium Rental Pkg - Alpine Boot	Ticket Location	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
2-Day Premium Rental Pkg	2-Day Premium Rental Pkg - Alpine Boot	Snowsports School #1	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
2-Day Premium Rental Pkg	2-Day Premium Rental Pkg - Alpine Boot	Retail Ski Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
2-Day Premium Rental Pkg	2-Day Premium Rental Pkg - Alpine Boot	Burton Pro Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
3-Day Premium Rental Pkg	3-Day Premium Rental Pkg - Alpine Ski	Ticket Location	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
3-Day Premium Rental Pkg	3-Day Premium Rental Pkg - Alpine Ski	Snowsports School #1	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
3-Day Premium Rental Pkg	3-Day Premium Rental Pkg - Alpine Ski	Retail Ski Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
3-Day Premium Rental Pkg	3-Day Premium Rental Pkg - Alpine Ski	Burton Pro Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
3-Day Premium Rental Pkg	3-Day Premium Rental Pkg - Alpine Boot	Ticket Location	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
3-Day Premium Rental Pkg	3-Day Premium Rental Pkg - Alpine Boot	Snowsports School #1	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
3-Day Premium Rental Pkg	3-Day Premium Rental Pkg - Alpine Boot	Retail Ski Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	
3-Day Premium Rental Pkg	3-Day Premium Rental Pkg - Alpine Boot	Burton Pro Shop	Consumer Sales	Dollar - US	Rental - Pay First U	1	500	5000		1	000	9992	

PRODUCT CREATION WIZARD

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18. Click **Next** to continue.

19. Under the **Additional Information** tab, product header rules and/or inventory pools can be associated with the products.

- When **Rules = Yes** > Select the rule from the available list and click **Add**.
 - Rules can be added to a single product, even when creating multiple products as needed.

- ii. Click **Next** when all applicable rules have been added.

The screenshot shows the 'Product Wizard' window with the 'Additional Information' tab selected. The 'SETUP PROGRESS' sidebar on the left shows the steps: Product Header, Product Components, Accounting and Pricing, **Additional Information**, and Finish. The main area is titled 'Additional Information' and has two sub-tabs: '1. Additional Information' and '2. Rules'. Under '2. Rules', there is a section 'Select the rules you want to add to the products' with a list of rules: Commissionable, Maximum Quantity, Price Change Level, Minimum Quantity, Calculate Price From Net Amount Level, and Customer Required Only for an Order. Below this is a table of rules for three product packages. At the bottom, there are 'View Mode' options (Standard and Advanced) and 'Remove' and 'Update' buttons.

Product Name	Rule Name	Rule Type	Current Value
Product Name : 1-Day Premium Rental Pkg (1 item)	Customer Required	True False	T
Product Name : 2-Day Premium Rental Pkg (1 item)	Customer Required	True False	T
Product Name : 3-Day Premium Rental Pkg (1 item)	Customer Required	True False	T

- b. When **Inventory Pools = Yes**

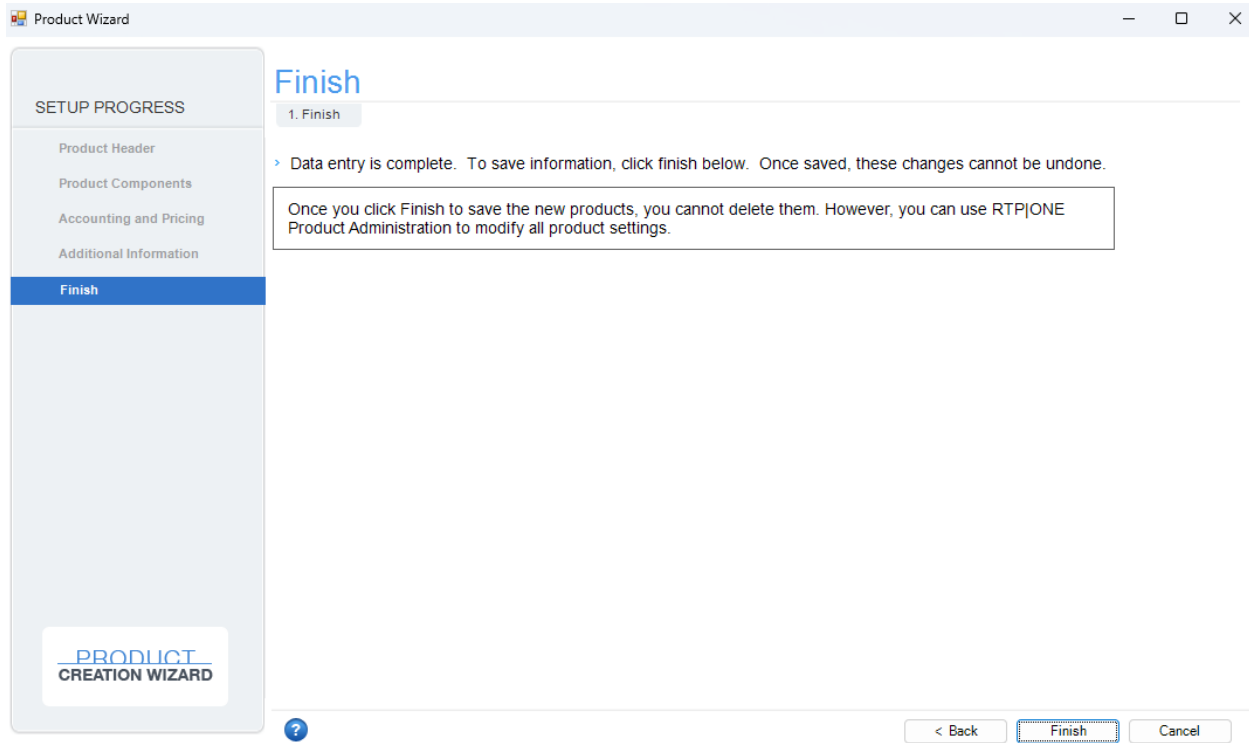
- Select auto-assign inventory = Yes or No
- Offline inventory should be set to No
- Select the applicable inventory pool from the drop-down menu.

The screenshot shows the 'Product Wizard' window with the 'Additional Information' tab selected. The 'SETUP PROGRESS' sidebar on the left shows the steps: Product Header, Product Components, Accounting and Pricing, **Additional Information**, and Finish. The main area is titled 'Additional Information' and has three sub-tabs: '1. Additional Information', '2. Rules', and '3. Inventory Pools'. Under '3. Inventory Pools', there are two questions: 'Do you want the application to auto-assign inventory?' (Yes/No) and 'Do you want to allow users to choose inventory while the application is offline?' (Yes/No). Below these is a section 'Select an inventory pool for each product' with a table showing the inventory pool selection for three product packages.

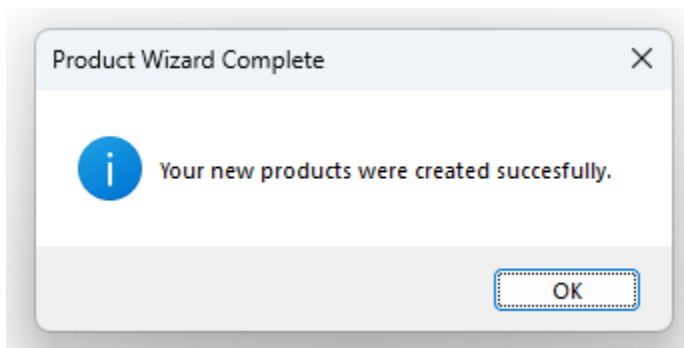
Product Header	Inventory Pool
1-Day Premium Rental Pkg	Inventory test
2-Day Premium Rental Pkg	Inventory test
3-Day Premium Rental Pkg	Inventory test

20. Click **Next** to continue.

21. On the final tab, data entry is completed, select **Finish** to create and save the product(s).



The wizard will display the following message after successful product creation.



Ensure the products are thoroughly tested in ONE|Resort as required for all test cases at your resort. If any product adjustments are required, the product headers can be adjusted as expected under normal RTP Administration entities.