Add Product Images
Guidebook

crave

How to add a Product Image

Applicable Feature:

- In-Room Tablets
- Crave Console
- Appless
- ServeSafety
- Takeaway Today
- Crave CMS
- Crave NOC

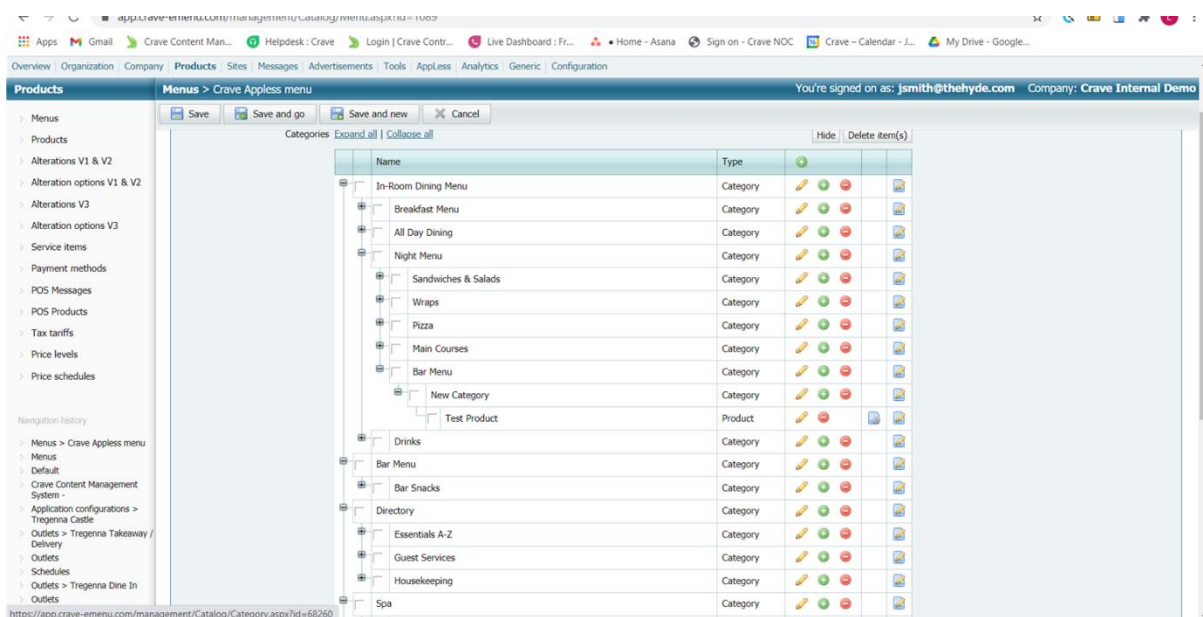This Document will guide you through adding a new image to a product.

1. Login to Crave CMS using your unique credentials

2. Navigate to the menu
   - Using the top tabs click 'Products' and 'Menu'
   - The company menus will be displayed (the majority of companies only have one menu), double click on the menu to open it up

3. Navigate to category
   - Once the menu is opened, navigate to the category your product is located in

4. Configure Product
- To configure the product, click the 'edit' icon and this will open up the product page on the generic tab.
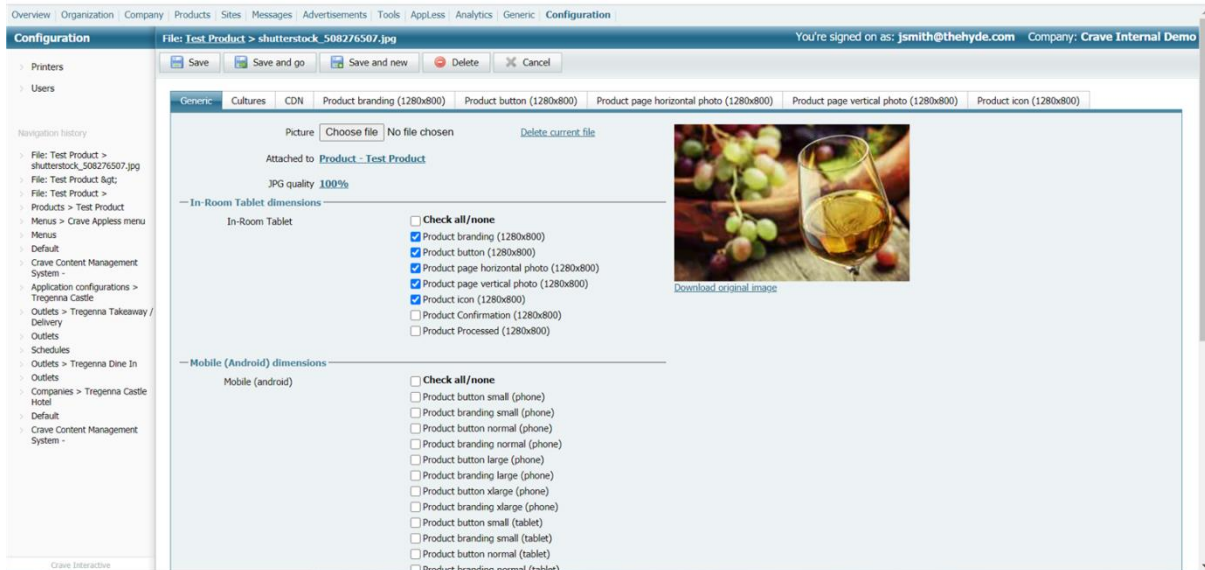

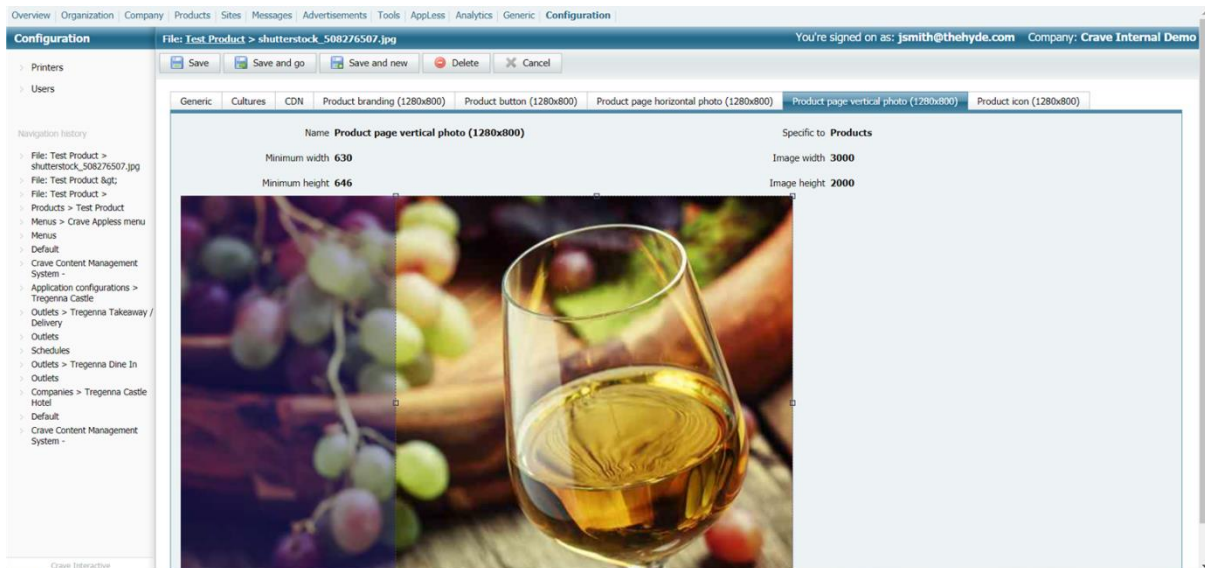**5.** Add Product Image (if applicable)
- To add an image to the product, click the 'Images' tab - The product image size is 630 pixels x 646 pixels
- Select 'Add'
- Check all the boxes that apply to the location of the image (as a rule, tick the top 5 boxes under the first category 'In-Room Tablet'

- Click on 'JPG Quality' and change to 100 and click 'Save'
- Click 'Choose File' and select your image and click 'Save'

- Once the image has been uploaded, it can be viewed on the tabs displayed and by using the dotted outline, the optimum part of the image can be selected.

- Click 'Save and go'

6. Publish the changes

If you are a tablet customer you will need to publish your changes, get in touch for more information on how to Publish Menu Changes.

Once published your category will be visible on your tablet.

If you are an AppLess customer, the changes will automatically be live. The pdf will be displayed on your menu: