

MANAGE STORE

Products & Edit Product

Customer Guide

Create, organize, price, describe, and maintain the products sold through PLNTRK.

Covers two connected pages

Products gives you the full catalog view. Edit Product is where you maintain one product's details, variants, pricing, images, and inventory links.

DASHBOARD / PRODUCTS

Products

Manage product menu items, variants, inventory, images, and pricing.

+ Add Product
METRC Receiving
Labels

PRODUCTS
3

SHOWING
3

VARIANTS
4

PAGE
1/1

Product catalog

Search product names, strains, brands, SKUs, or categories.

Name
20 per page
Search

IMAGE	PRODUCT	BRAND	STRAIN	VARIANTS	STATUS	ACTIONS
	Blueberry Flower Blueberry is a well-known cannabis flower strain appreciated for its smooth aroma and balanced effects. Perfect for those seeking a reliable and enjoyable experience.	Good Earth	Blueberry	1	Active	Edit Inventory
	Candyland Flower Candyland offers a balanced and enjoyable experience with its unique blend of flavors. Perfect for those seeking a smooth and flavorful option, this product delivers a pleasant and relaxing atmosphere.	-	PLNTRK Eval Strain b866af0b	2	Active	Edit Inventory
	MAC1 Flower MAC1 cannabis flower, packaged for convenient use. This strain offers a unique profile ideal for inhalation. Lab testing is not submitted.	Green Giant Growers	MAC1	1	Active	Edit Inventory

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Manage Store - Products catalog

PLNTRK Customer Documentation

How product management fits together

Use the catalog to find a product, then open Edit Product to maintain it.



The Products page is your catalog control center. It shows every product, its brand, strain, number of variants, current status, and quick actions. Edit Product opens the detailed record for one product.

DASHBOARD / PRODUCTS

Products
Manage product menu items, variants, inventory, images, and pricing.

[+ Add Product](#) [METRC Receiving](#) [Labels](#)

PRODUCTS: 3 SHOWING: 3 VARIANTS: 4 PAGE: 1/1

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Search products, brands, strains, or SKUs... Name 20 per page [Search](#)

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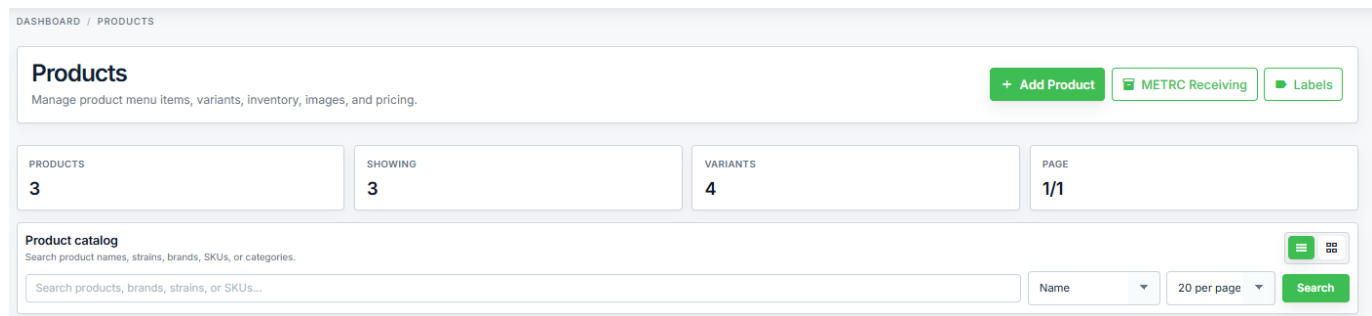
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Inventory is managed separately

The product record defines what the item is and how it is presented. Use Manage Inventory or the Inventory action to receive packages, review quantities, and maintain inventory batches.

Products page

Find products quickly and move to the correct task.



Header, summary counts, catalog tools, and search controls

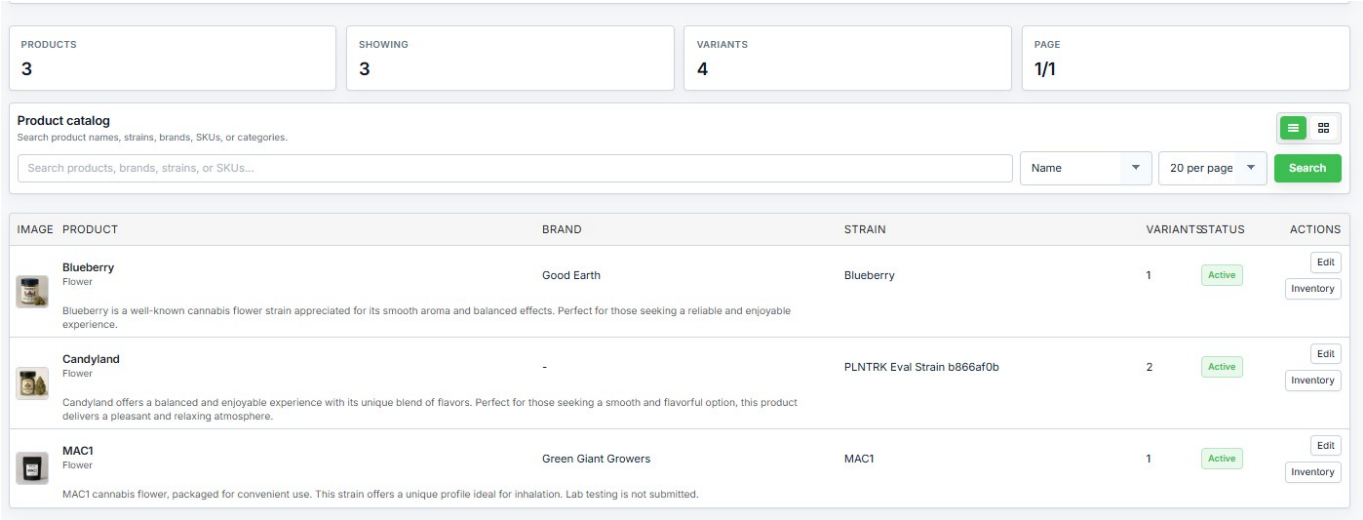
Page actions

Add Product Create a new product record and its first variants.	METRC Receiving Review packages discovered from METRC and connect them to PLNTRK products.
Labels Open the label center to prepare and print product labels.	List / Grid Switch between a compact data list and a visual card layout. PLNTRK remembers your choice on that device.

Summary cards

Products Total product records that match the current catalog query.	Showing Products visible on the current page.
Variants Total variants among the products currently shown.	Page Your current page and the total number of pages.

Search, sort, and review the catalog



Product catalog in list view

Search

Search by product name, brand, strain, SKU, or category. The results update after you select Search.

Sort and page size

- Choose a sort order such as Name, newest, or price-based sorting when available.
- Choose how many products to show per page.
- Use Previous and Next at the bottom to move through larger catalogs.

Catalog columns

Image The current primary image used for the product.	Product Product name, category, and description.
Brand and strain Basic identity information used for catalog review and searching.	Variants How many sizes, packages, or other sellable versions belong to the product.
Status Active products are available for normal use; inactive products remain in the catalog but should be reviewed.	Actions Edit opens product details. Inventory opens the product's inventory tools.

Products page workflows

Add a product

1. Select Add Product.
2. Enter storefront and product information.
3. Add at least one meaningful variant when the product will be sold as a retail unit.
4. Add images when available.
5. Select Create Product.
6. Open Inventory when you are ready to receive or assign inventory.

Edit an existing product

7. Find the product using Search or the catalog list.
8. Select Edit.
9. Update the needed fields.
10. Select Update Product.

Manage inventory

11. Find the product.
12. Select Inventory.
13. Review variants and inventory batches.
14. Receive, adjust, or manage inventory using the appropriate workflow.

Avoid duplicate products

Search for the product before creating a new one. Duplicate products can split inventory, reporting, menu placement, and POS search results.

Edit Product

Maintain one product’s customer-facing details and operational setup.

Edit Product

Manage product details, variants, pricing, images and inventory.

View in Store

Manage Inventory

Print Labels

Storefront

Menu Name

Status

Blueberry

Active

Category

Menu Sort

Flower

0

Description

AI Suggest

Blueberry is a well-known cannabis flower strain appreciated for its smooth aroma and balanced effects. Perfect for those seeking a reliable and enjoyable experience.

Visible Online

Featured

Staff Pick

New

Medical Only

Product Information

Brand

Manufacturer

Good Earth

Processor or maker

Vendor / Supplier

Strain Name

Good Earth

Blueberry

Cannabis Type

Unknown

Lineage / Genetics

Example: Blueberry x Lemon Skunk

Effects

Flavors

Relaxed, Creative, Euphoric

Citrus, Berry, Diesel

Storefront and Product Information sections

Top actions

View in Store Open the public storefront product page to confirm how the product appears to customers.	Manage Inventory Open inventory tools for the current product.
Print Labels Open the label center filtered to this product.	Update Product Save all changes made on the page.

Save before leaving

Changes are not permanent until you select Update Product. Review the page for validation messages if the save does not complete.

Storefront section

Controls how the product is named, organized, and displayed.

Menu Name The customer-facing product name shown in the storefront, menus, and product lists.	Status Controls whether the product record is active or inactive.
Category Places the product in the correct catalog and menu category.	Menu Sort Controls relative display order when the storefront or menu uses manual sorting.
Description Customer-facing product description. Keep it accurate, useful, and easy to scan.	AI Suggest Uses the entered product information to help draft a description. Review and edit the result before saving.

Display switches

Visible Online Allows the product to appear in the customer-facing storefront when other requirements are met.	Featured Marks the product for featured-product displays.
Staff Pick Identifies the product as a staff recommendation.	New Marks the item as new for storefront presentation.
Medical Only Restricts the product to medical use where the storefront and compliance workflow support it.	

Customer-facing information

Menu Name, category, description, images, and visibility settings directly affect how customers find and understand a product.

Product Information

Stores the identity and descriptive details used across PLNTRK.

Brand The consumer-facing brand associated with the product.	Manufacturer The company that manufactured or produced the item.
Vendor / Supplier The business that supplied the product to the store.	Strain Name The cannabis strain associated with the product.
Cannabis Type The product’s strain type or classification when known.	Lineage / Genetics Parent strains or known genetics.
Effects Commonly associated effects presented to staff or customers.	Flavors Common flavor or aroma notes.

Use verified information

Do not guess at strain, testing, effects, or manufacturer information. Use package documentation, vendor information, and approved store procedures.

Product Variants

Variants are the sellable versions of a product, such as 1 g, 3.5 g, 10 pack, or 355 mL.

Product Variants

Examples: 1g, 3.5g, 7g, Single Pre-roll, 10 Pack, Black, Medium.

+ Add Variant

Variant Name	SKU	Barcode	Price	Purchase Category	Vol/Weight	Vol/Weight Unit Type	Sort	Inventory
3.5 g METRC Item 76201: PLNTRK Eval Item b866af0b - 3.5 g	METRC-76201-RE	View Barcode	40.00	Flower	3.5000	Grams	0	Enforce

Upload Images

Upload New Images

Choose Files

No file chosen

Upload product photos for the customer-facing storefront.

Current Images

Drag images by the handle to reorder. The first image is shown first on menus/storefront unless another display uses Primary.

Primary

Variant rows contain the operational details used by POS and inventory

1 Add or select a variant	2 Set SKU and price	3 Set purchase category	4 Set compliance amount and unit	5 Enforce inventory when required
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Variant Name The size, package, count, or other option staff and customers use to identify the variant.	SKU The store's unique stock-keeping code. It may also be used for barcode lookup.
Barcode Opens the barcode currently associated with the variant.	Price The selling price used by POS and storefront pricing.

Product Variants - operational fields

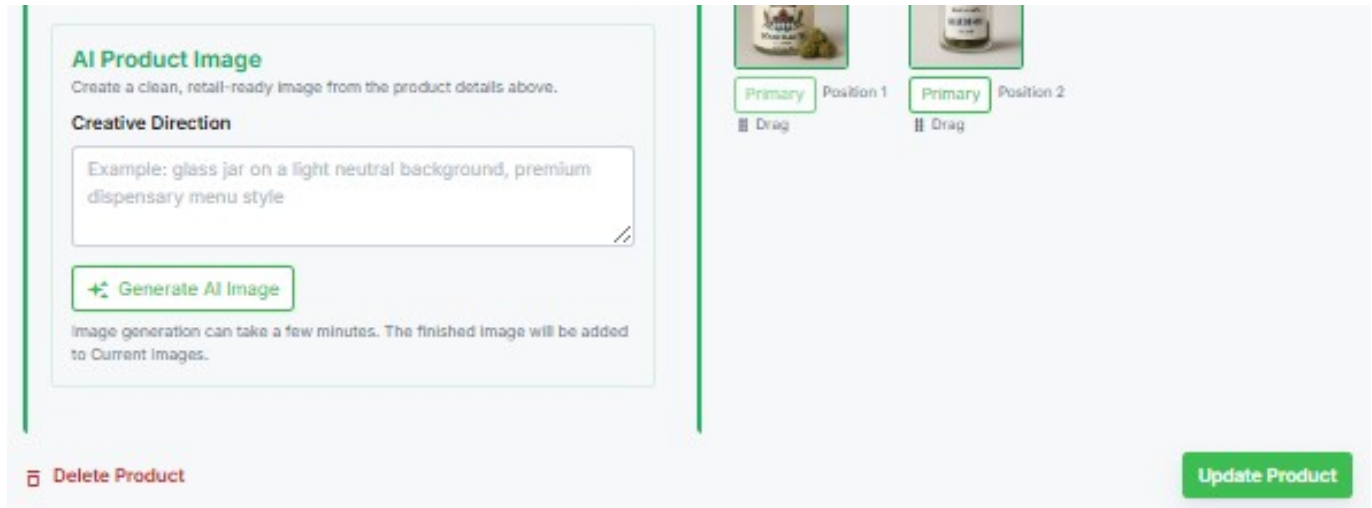
Complete these fields carefully because they affect POS, inventory, labels, and compliance totals.

Purchase Category Classifies the variant for purchase-limit and compliance calculations, such as flower, concentrate, or edible.	Vol/Weight The amount represented by one unit of the variant.
Unit Type The unit used for the amount, such as grams, milligrams, ounces, or each.	Sort Controls the order variants appear within the product.
Inventory When enabled, sales require available inventory for this variant.	

Compliance setup matters
Purchase Category, amount, and unit are used to calculate purchase-limit totals. For example, a 3.5 g flower variant should identify flower, 3.5, and grams.

Product Images

Images help customers and staff identify the correct item.



Upload, generate, reorder, select a primary image, or remove images

Upload images

- Select one or more image files.
- Uploaded images are added to the product after the product is saved.
- Use clear, accurate product photography whenever possible.

AI Product Image

- Enter optional Creative Direction describing the desired presentation.
- Select Generate AI Image.
- The generated image is added to Current Images after completion.
- Review the image for accuracy before using it as the primary customer-facing image.

Current Images

- The Primary image is shown first in most customer-facing locations.
- Drag images to change their order.
- Select another image as Primary when needed.
- Use Delete to remove an incorrect or outdated image.

Use images responsibly

Generated images should not misrepresent packaging, quantity, brand, test results, or the actual product the customer will receive.

Saving, deleting, and troubleshooting

Update Product

Select Update Product after making changes. PLNTRK validates the submitted information and shows a message if required or invalid information needs attention.

Delete Product

Delete Product removes the product from normal catalog use. Use it carefully. Products with inventory, sales history, METRC relationships, or reporting history may require manager review before deletion.

Safer alternative

When a product should no longer be sold but must remain for history, changing its status or visibility is often safer than deleting it.

Common situations

Product is missing from the storefront Confirm Status is Active, Visible Online is enabled, and the product has an eligible variant and inventory when inventory enforcement applies.	Product cannot be found in POS Confirm the product and variant are active, the variant has the correct SKU, and inventory is available when enforced.
Wrong price appears Open the product, review the variant Price, save, and confirm that the correct variant is being selected.	Variant is missing Confirm the variant exists, is active, and belongs to the correct product.
Image is not the one shown first Set the intended image as Primary and place it first in the image order.	METRC package needs a product Use METRC Receiving to match the package to this product or create a reviewed product from the package workflow.

Product quality checklist

Use this before making a product available to staff or customers.

☐	Product name is clear and not duplicated elsewhere in the catalog.
☐	Category, brand, strain, manufacturer, and supplier information are accurate.
☐	Description is useful and does not make unsupported claims.
☐	Customer-facing visibility and merchandising switches are intentional.
☐	Every sellable variant has a clear name, correct price, and unique SKU.
☐	Purchase category, amount, and unit are correct for compliance calculations.
☐	Inventory enforcement matches the store's workflow.
☐	Primary image accurately represents the product.
☐	Inventory is received or assigned through the correct inventory or METRC workflow.
☐	The product has been reviewed in the storefront and POS before normal use.

Final review

A well-maintained product record improves POS accuracy, inventory control, customer menus, labels, reporting, and compliance workflows.