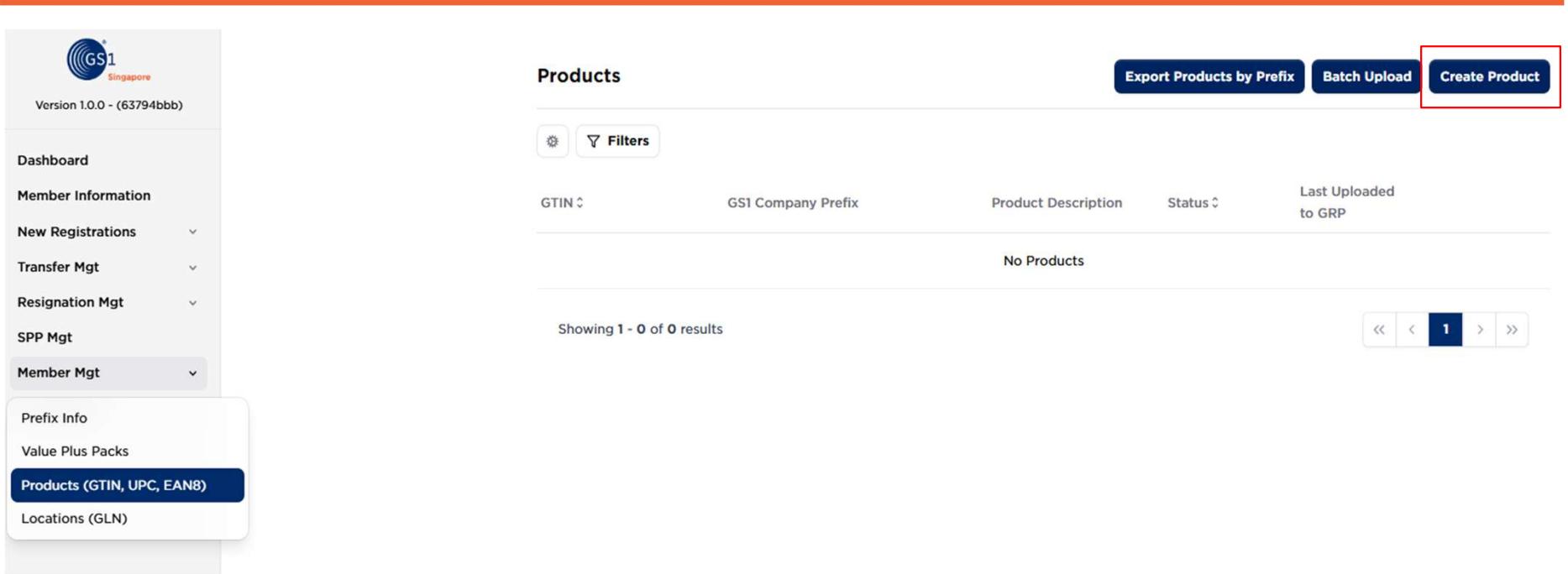


User Guide Create Product Barcode in WeCatalog



1: Create Product Barcode Individually



The screenshot shows the weCatalog application interface. The left sidebar includes the GS1 Singapore logo, the text 'Version 1.0.0 - (63794bbb)', and a navigation menu with the following items: Dashboard, Member Information, New Registrations, Transfer Mgt, Resignation Mgt, SPP Mgt, Member Mgt (selected), Prefix Info, Value Plus Packs, Products (GTIN, UPC, EAN8) (selected), and Locations (GLN). The main content area is titled 'Products' and displays a table with columns: GTIN, GS1 Company Prefix, Product Description, Status, and Last Uploaded to GRP. A message 'No Products' is shown below the table. At the bottom, a pagination control shows page 1 of 1. The 'Create Product' button in the top right is highlighted with a red box.

1.1 Login to weCatalog. URL: <https://wecatalog.gs1.org.sg/application>

1.2 Under Member Mgt, select Products.

1.3 Click **Create Product**.

1: Create Product Barcode Individually

[Create Product](#)

Global Trade Item Number

GS1 Company Prefix
8881001641 (SME100)

GTIN Generation Method

Automatically Manual

Publication Date
03-01-2026

Remarks 1

Remarks 2

Product Information

Brand Name
Select Brand

Functional Name
What is functional name?

Variant (Optional)
What is variant?

Net Content
Select UOM

Global Product Classification
Select Global Product Classification

[Manage Brands](#)

Add Brand

Brand
Brand Name

Cancel

Brand
No Brands

1.6 Added Brand will appear as one of the dropdown option for brand selection.

GTIN Generation Method
Automatically Manual

GTIN
8881001641

You can choose from 0 - 99
GTIN will only be confirmed on submission of the product.

1.5 Only available GTIN can be manually assigned.



The Global Language of Business

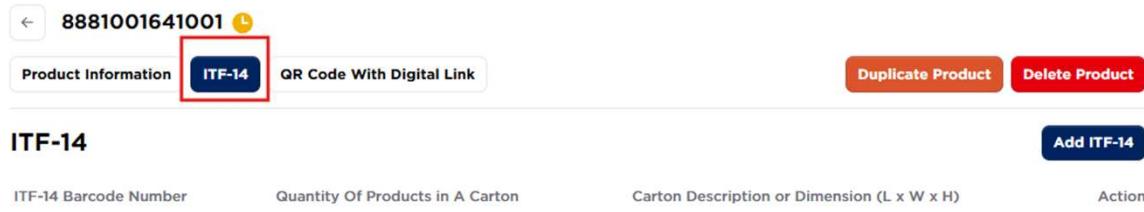
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1: Create Product Barcode Individually

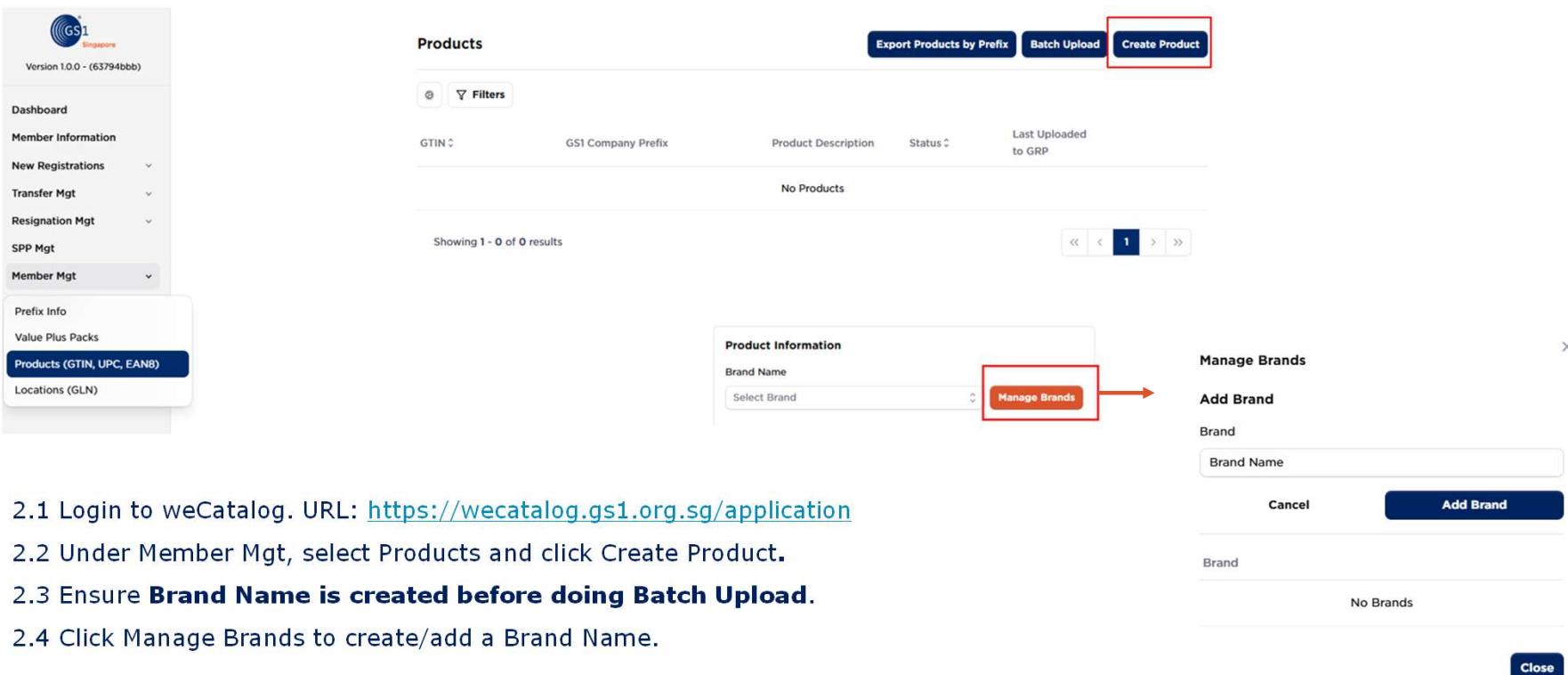


- 1.8 Review all information is correct.
- 1.9 Select Create Product to proceed.
- 1.10 Click Download to download barcode.

*Sample barcode image for illustrative purpose only.

A screenshot of a web interface for managing ITF-14 labels. At the top, there is a navigation bar with a back arrow, the product number '8881001641001', and tabs for 'Product Information', 'ITF-14' (which is highlighted with a red box), and 'QR Code With Digital Link'. Below the tabs are buttons for 'Duplicate Product', 'Delete Product', and 'Add ITF-14'. The main content area is titled 'ITF-14' and contains three input fields: 'ITF-14 Barcode Number' (8881001641001), 'Quantity Of Products in A Carton' (1), and 'Carton Description or Dimension (L x W x H)' (100x100x100). A 'Digital Link' button is visible on the right. A note at the bottom right states: '1.11 Select **ITF-14** to create outer box label. 1.12 Click Add ITF-14 *Note: The system only support up to 8 different ITF-14 creation.'A screenshot of a 'QR Code With Digital Link' page. It shows a QR code on the left and a 'Digital Link' dialog box on the right. The dialog box has a title 'Update Digital Link' and a 'Target Product Page' field containing 'https://www.domain.com'. Buttons for 'Cancel' and 'Submit' are at the bottom. A red arrow points from the 'Digital Link' button on the main page to this dialog box. A note at the bottom right states: '1.13 Select QR code with Digital Link. 1.14 Update digital link with product website page. 1.15 Click download to download QR code.'

2: Create Product Barcodes As A Batch



The screenshot shows the weCatalog application interface. On the left, a sidebar menu includes 'Dashboard', 'Member Information', 'New Registrations', 'Transfer Mgt', 'Resignation Mgt', 'SPP Mgt', and 'Member Mgt'. Under 'Member Mgt', 'Products (GTIN, UPC, EAN8)' is selected. The main content area is titled 'Products' and shows a table with columns: GTIN, GS1 Company Prefix, Product Description, Status, and Last Uploaded to GRP. A red box highlights the 'Create Product' button in the top right corner of the table header. Below the table, a message says 'Showing 1 - 0 of 0 results'. On the right, a modal window titled 'Manage Brands' is open. It has a sub-modal 'Add Brand' with a 'Brand Name' input field and a 'Cancel' button. A red arrow points from the 'Manage Brands' button in the main window to the 'Add Brand' sub-modal. The main window also has a 'Close' button.

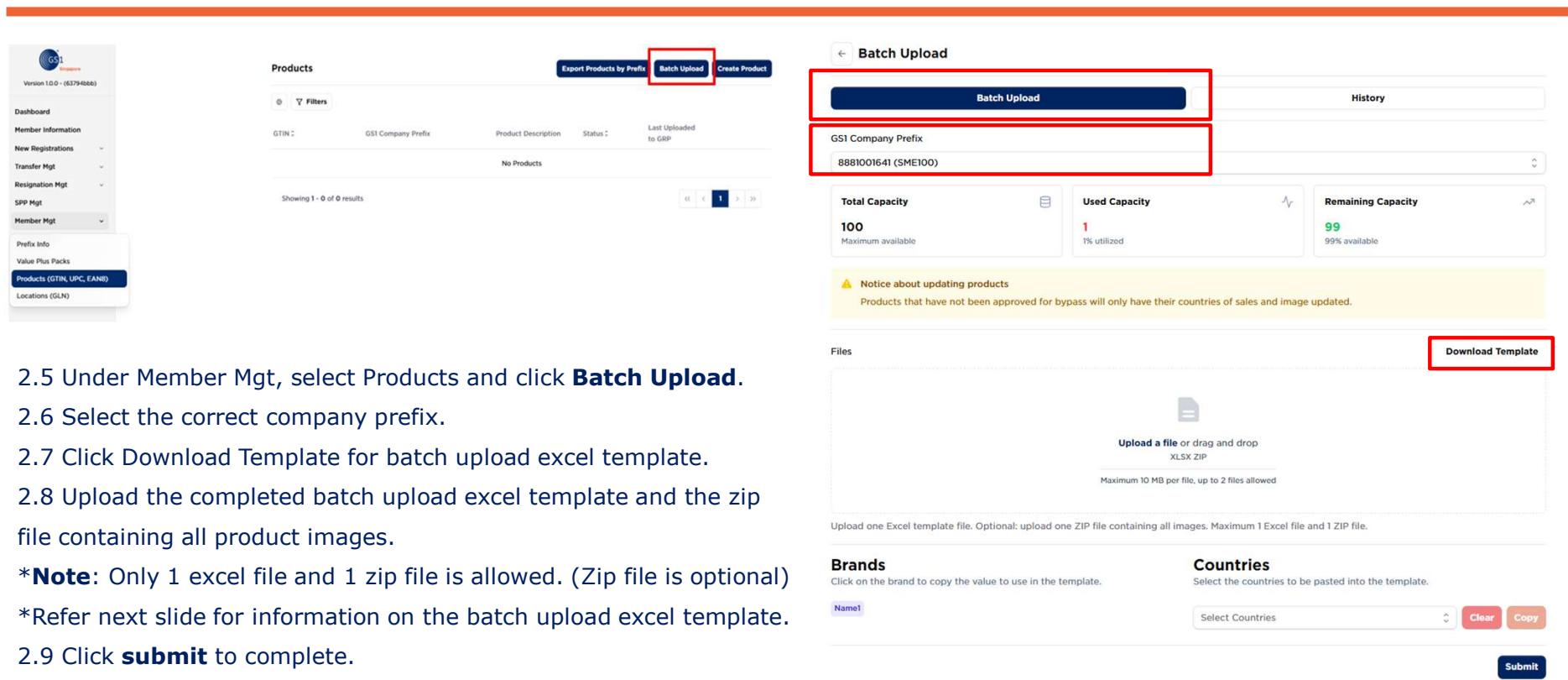
2.1 Login to weCatalog. URL: <https://wecatalog.gs1.org.sg/application>

2.2 Under Member Mgt, select Products and click Create Product.

2.3 Ensure **Brand Name is created before doing Batch Upload.**

2.4 Click Manage Brands to create/add a Brand Name.

2: Create Product Barcodes As A Batch



The screenshot shows two main sections of the GS1 Singapore member management system. On the left, the 'Products' section is displayed, featuring a list of products with columns for GTIN, GS1 Company Prefix, Product Description, Status, and Last Uploaded to GRP. A red box highlights the 'Batch Upload' button. On the right, the 'Batch Upload' interface is shown, with a red box highlighting the 'Batch Upload' button and the 'GS1 Company Prefix' field containing '8881001641 (SME100)'. Below this, a summary table shows 'Total Capacity' (100), 'Used Capacity' (1), and 'Remaining Capacity' (99). A yellow box contains a notice about updating products. At the bottom, there is a 'Files' section with a 'Download Template' button (highlighted with a red box), an 'Upload' section, and 'Brands' and 'Countries' sections.

2.5 Under Member Mgt, select Products and click **Batch Upload**.

2.6 Select the correct company prefix.

2.7 Click Download Template for batch upload excel template.

2.8 Upload the completed batch upload excel template and the zip file containing all product images.

***Note:** Only 1 excel file and 1 zip file is allowed. (Zip file is optional)

*Refer next slide for information on the batch upload excel template.

2.9 Click **submit** to complete.

2.7: Batch Upload Excel Template

	A	B	C	D	E	F
1	GTIN / UPC (Leave blank for new creation)	Brand Name (Select from the dropdown option)	Functional Name	Variant (Optional)	Product Description (Non-Editable)	Net Content (Quantity)
2						
3		Name1				
4		Name2				
5		Name3				

2.7.1 For new product barcode creation, kindly leave "GTIN/UPC" cell blank.

2.7.2 Click on the dropdown arrow to select the brand name(s) created in WeCatalog under Manage Brands.

	G	H	I	J	K
1	Net Content Unit of Measure (Select from the dropdown option)	Global Product Category (Select from the dropdown option)	Country(s) of Sale (Copy country code from WeCatalog e.g. SN, CN, IN, MY)	Publication Date (DD MMM YYYY)	Image (Filename e.g. Item 1.jpg / Item 2.png)
2					
3	Ampere				
4	Ampere Hour				
5	Angstrom				
6	Anti XA Unit				

2.7.3 For **Country(s) of Sale**, kindly get the country code(s) from WeCatalog.

2.7.4 Kindly provide all image file name(s) exactly as they appear in the zip file to be uploaded.

(e.g. Item 1.jpg)

Countries

Select the countries to be pasted into the template.

Singapore, Malaysia



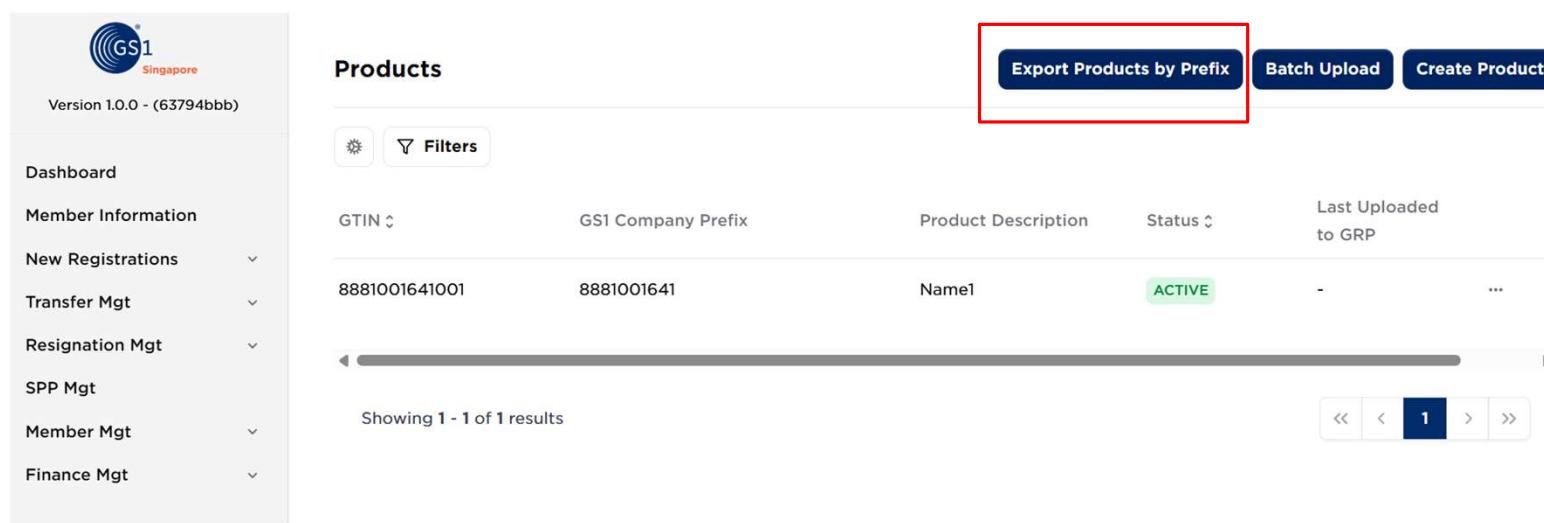


2.7.3.1 Go Wecatalog, under Member Mgt.

2.7.3.2 Select Products and click Batch Upload.

2.7.3.3 Select the countries, click copy and paste in batch upload excel template.

3: Export Products by Prefix



The screenshot shows the GS1 Singapore Member Management System interface. On the left is a sidebar with various management options: Dashboard, Member Information, New Registrations, Transfer Mgt, Resignation Mgt, SPP Mgt, Member Mgt, and Finance Mgt. The main area is titled 'Products' and contains a table with one row of data. The table columns are GTIN, GS1 Company Prefix, Product Description, Status, and Last Uploaded to GRP. The data row shows GTIN 8881001641001, GS1 Company Prefix 8881001641, Product Description Name1, Status ACTIVE, and Last Uploaded to GRP -. Below the table, it says 'Showing 1 - 1 of 1 results'. At the top right of the products section are three buttons: 'Export Products by Prefix' (highlighted with a red box), 'Batch Upload', and 'Create Product'.

3.1 Under Member Mgt, select Products and click **Export Products by Prefix**

3.2 It will all created product barcodes will be exported in an excel which can be used as a reference for Batch upload excel template completion.