

## Products

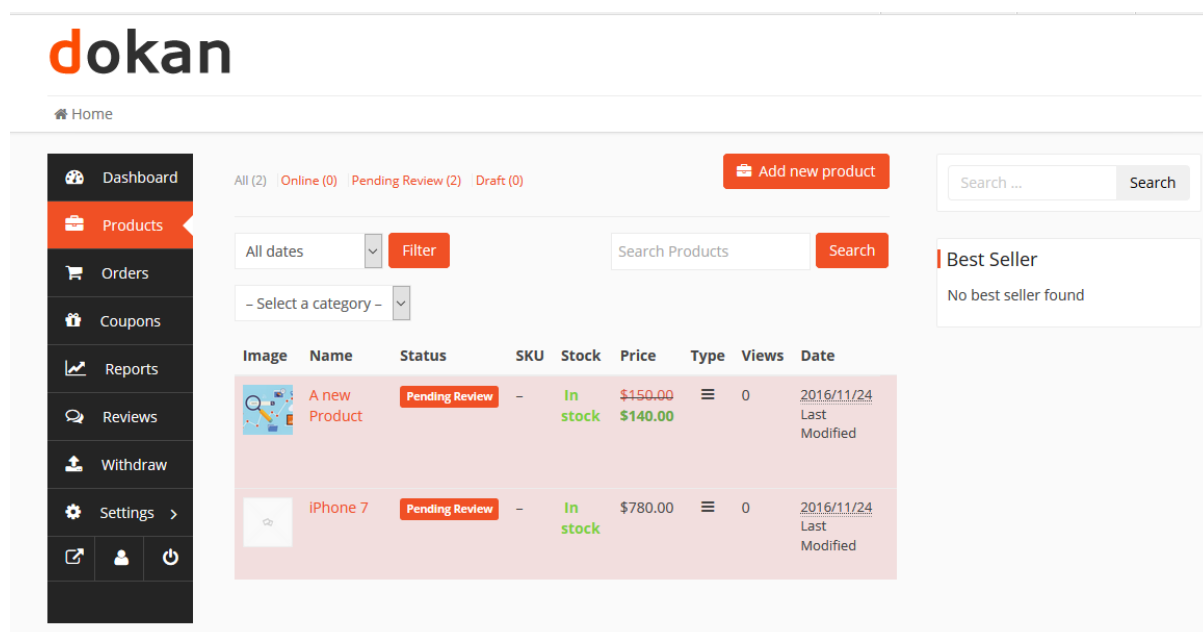
Creating products as a vendor using Dokan is super easy. After your vendor registers on your marketplace, they can easily create products and customize them from an intuitive dashboard.

So check out the documentation to know the process of creating products:-

### Create a product from the Vendor dashboard

To create a product, navigate to the **vendor dashboard**. And then click on **Products** from the left menu. After that click on the **Add New Products** button from the top right corner.

You'll get a new window where you will be able to create a new product giving all the details only.



The screenshot shows the Dokan vendor dashboard. The top left features the 'dokan' logo and a 'Home' link. A left sidebar contains navigation options: Dashboard, Products (highlighted), Orders, Coupons, Reports, Reviews, Withdraw, and Settings. The main content area displays product statistics: All (2), Online (0), Pending Review (2), and Draft (0). There is an 'Add new product' button and a search bar. Below these are filters for dates and categories. A table lists products with columns for Image, Name, Status, SKU, Stock, Price, Type, Views, and Date. Two products are shown: 'A new Product' and 'iPhone 7', both with a 'Pending Review' status. A 'Best Seller' section on the right indicates 'No best seller found'.

Image	Name	Status	SKU	Stock	Price	Type	Views	Date
	A new Product	Pending Review	-	In stock	\$150.00 \$140.00		0	2016/11/24 Last Modified
	iPhone 7	Pending Review	-	In stock	\$780.00		0	2016/11/24 Last Modified

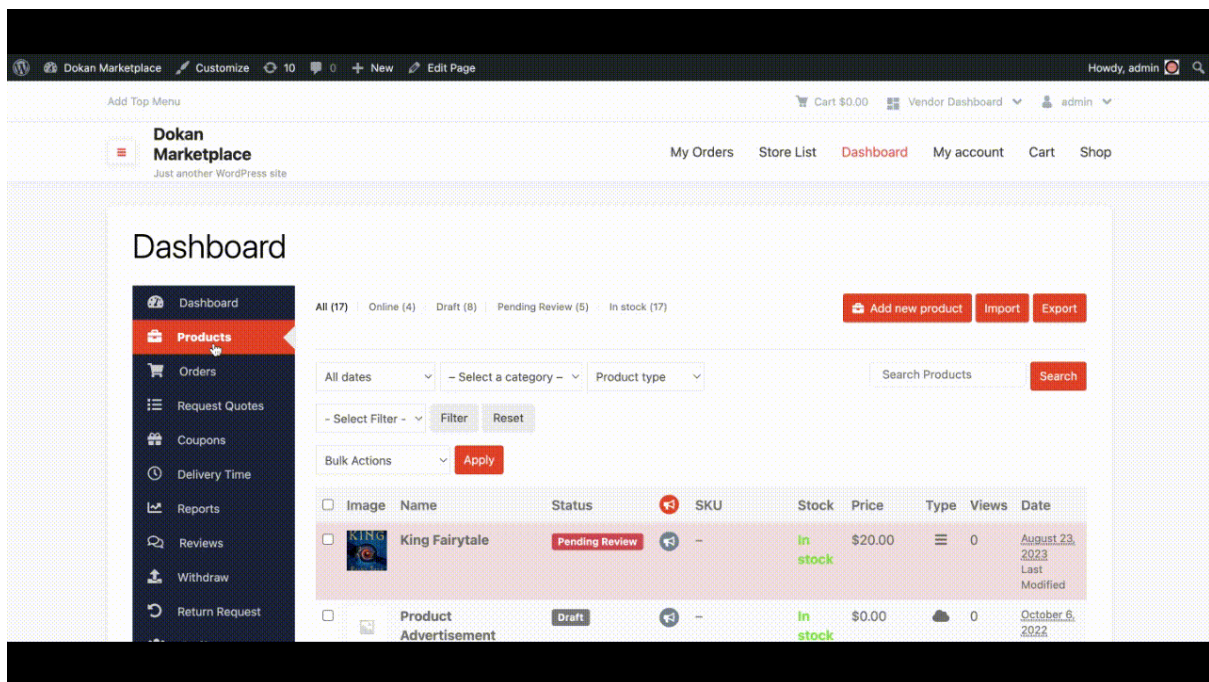
### New Update for Dokan Lite Version 3.8.2: One Page Product Creation Form

Before this version, vendors had to go through a two-step process to create a product. With this release, a single-page product creation form has been introduced.

To enable this feature, you need to navigate to the **WordPress admin panel** → **Dokan** → **Settings** → **Selling Options** → **One Page Product Creation**.

The image shows the 'Settings' page for Dokan v3.8.1. On the left is a dark sidebar with navigation options like Dashboard, Posts, Media, Pages, Comments, and various store management tools. The main content area is titled 'Settings' and features a 'Dokan Data Update Required' notification at the top. Below this is a search bar and a list of settings categories including GENERAL, SELLING OPTIONS, WITHDRAW OPTIONS, REVERSE WITHDRAWAL, PAGE SETTINGS, APPEARANCE, PRIVACY POLICY, COLORS, LIVE SEARCH, STORE SUPPORT, SELLER VERIFICATION, VERIFICATION SMS GATEWAYS, EMAIL VERIFICATION, SOCIAL API, SHIPPING STATUS, QUOTE SETTINGS, LIVE CHAT, and RMA. The 'Selling Option Settings' section is expanded, showing various configuration options. A red box highlights the 'One Page Product Creation' setting, which is currently turned on. Other settings include Commission, Admin Commission, Shipping Fee Recipient, Product Tax Fee Recipient, Shipping Tax Fee Recipient, Process Refund via API, Vendor Capabilities, Enable Selling, Order Status Change, Select any category, Product Status, Duplicate Product, Product Category Selection, and Vendors Can Create Tags.

Here is what the new product creation form process will look like-



## Note:

It's important to note that in the next version of Dokan, the Add New Product popup and the Add New Product form will be removed. After that, the Single-Page product form will be the default system for creating a product from the vendor dashboard.

## Basic Details

The common information about a product are the title, price, description. Discount price is optional. You can even schedule discounts for a certain amount of time. You can enter a starting date and end date to apply automatic discounts to your product.

Both the categories and tags have to be created by the admin. The vendor can only select them from the frontend dashboard. Because allowing the vendors to create categories and tags might result into duplicates.

## Select Category

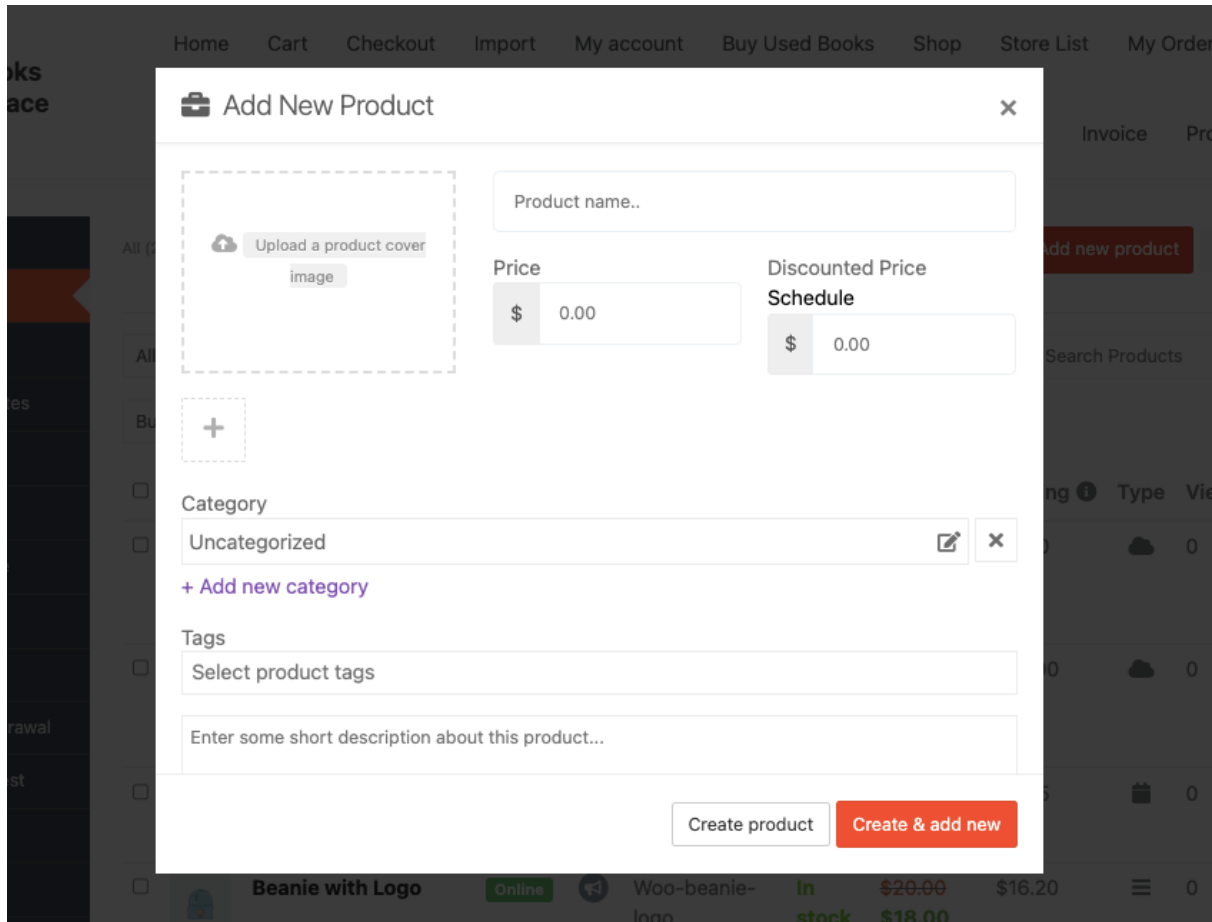
By default, category selection is singular. That is why there is a drop-down field to select a category. This should be the standard-setting. Because according to Google Webmaster Guidelines and other SEO and UX best practices, it is recommended to have only one category assigned to a product.

If you need to show your products based on multiple factors or for searching or sorting feature, you can use tags.

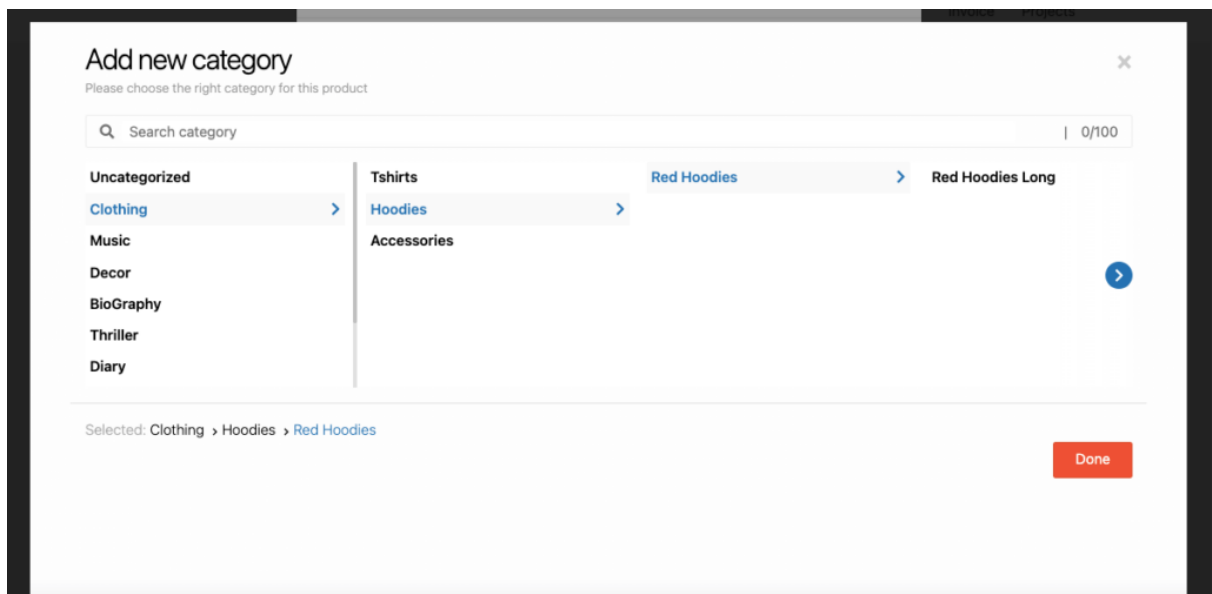
Vendors need to select the category from the drop-down.

If you really need multiple categories in a single product, then it can be enabled from **wp-admin** → **Dokan** → **Settings** → **Selling Options** → **Category Selection**.

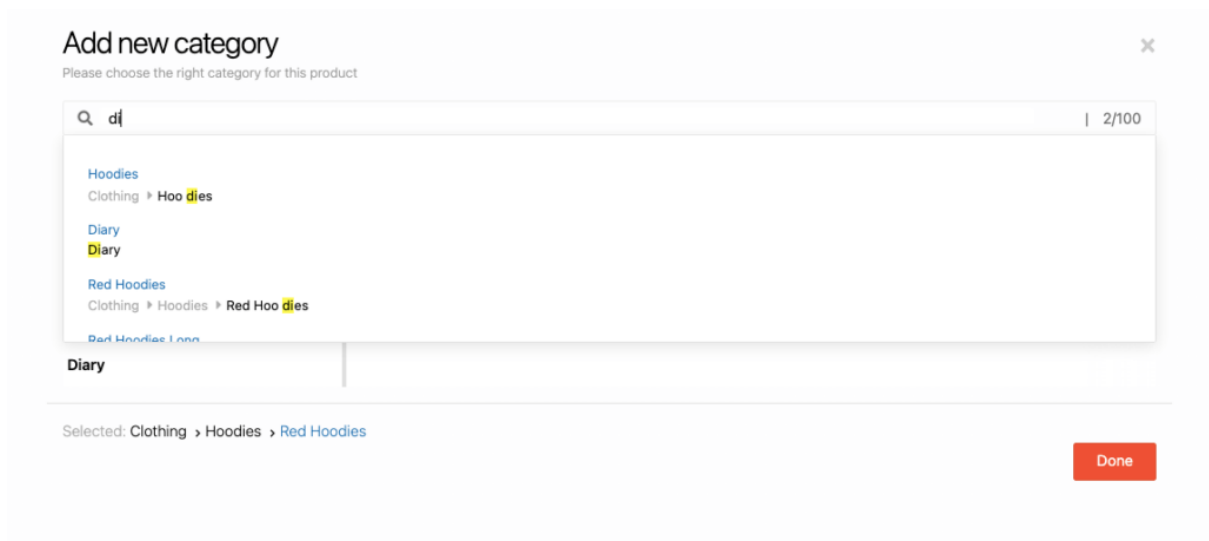
Admins need to create the categories from **wp-admin**→**Products**→**Categories**.



You will see a pop-up where you need to select the categories,

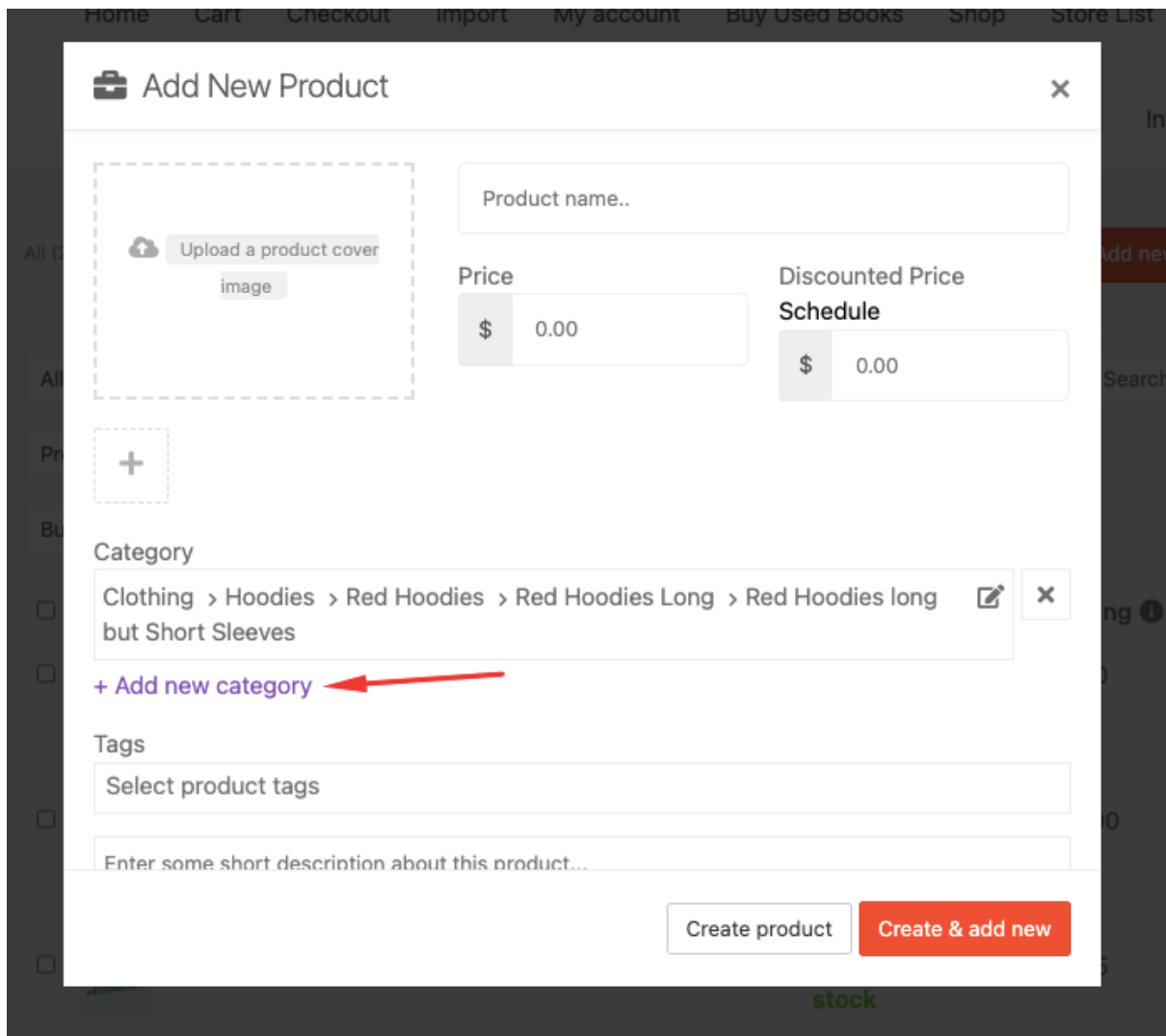


You can also search for categories as well. Just type the category name in the search box, and you will see the matching categories,

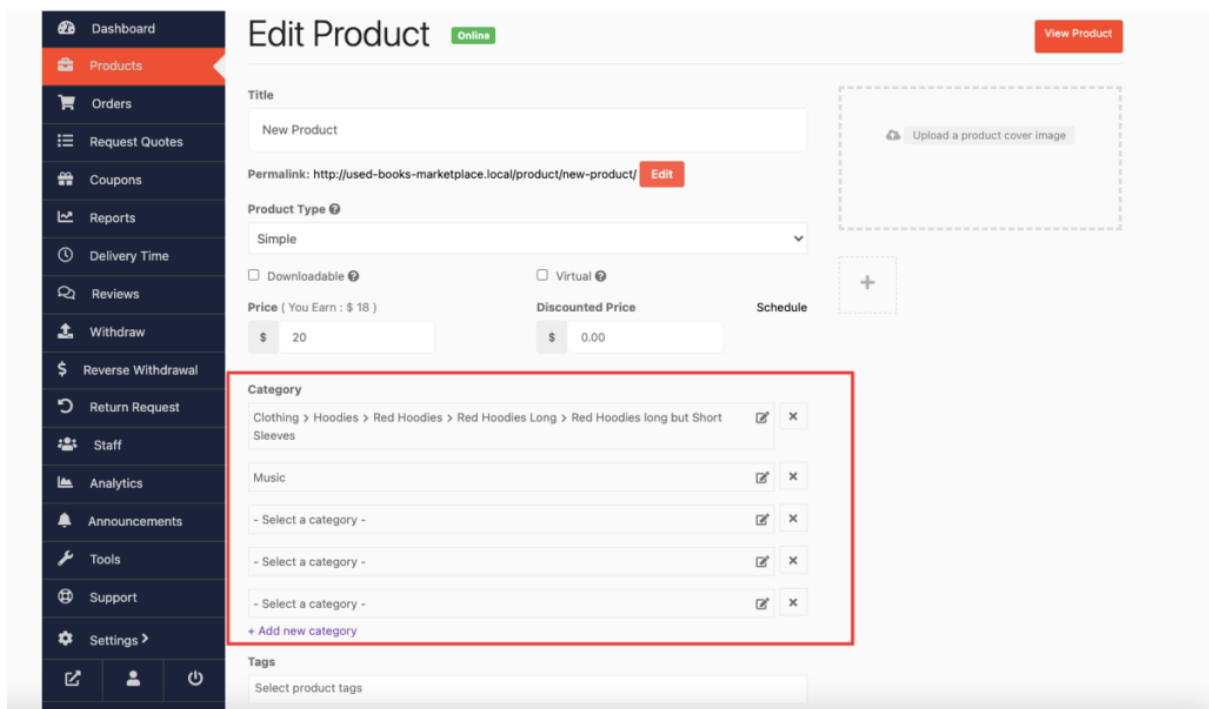


Click on the **Done** button to finish adding the categories.

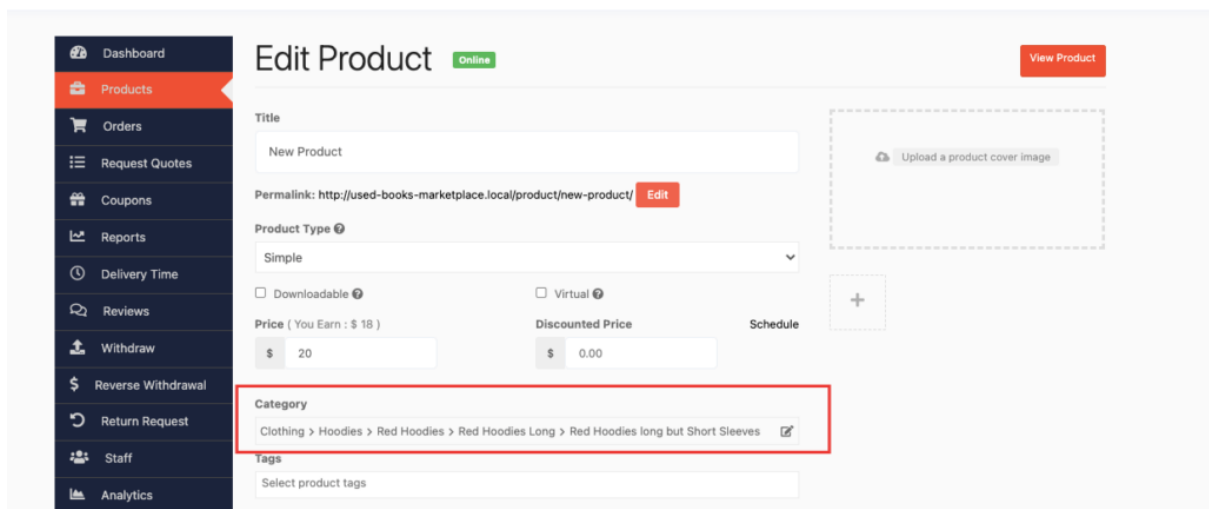
Also, you can add multiple categories.



If you want you can add categories while editing the product as well.



However, if the admin chooses the new Product Status “Single” from Dokan-> Settings-> Selling options then vendors can create one category.




## Create Tags

Here using the Dokan pro version, vendors will be able to create new product tags from the vendor dashboard. Previously, vendors were only able to use the tags predefined by Admins from **wp-admin**→**Products**→**Tags**.

Vendors click on **Vendor Dashboard**>**Product**>**Add New Product**. Under the **Select Product Tags** field, add a tag and **Press Enter**. The word or phrase will be added as a separate tag.

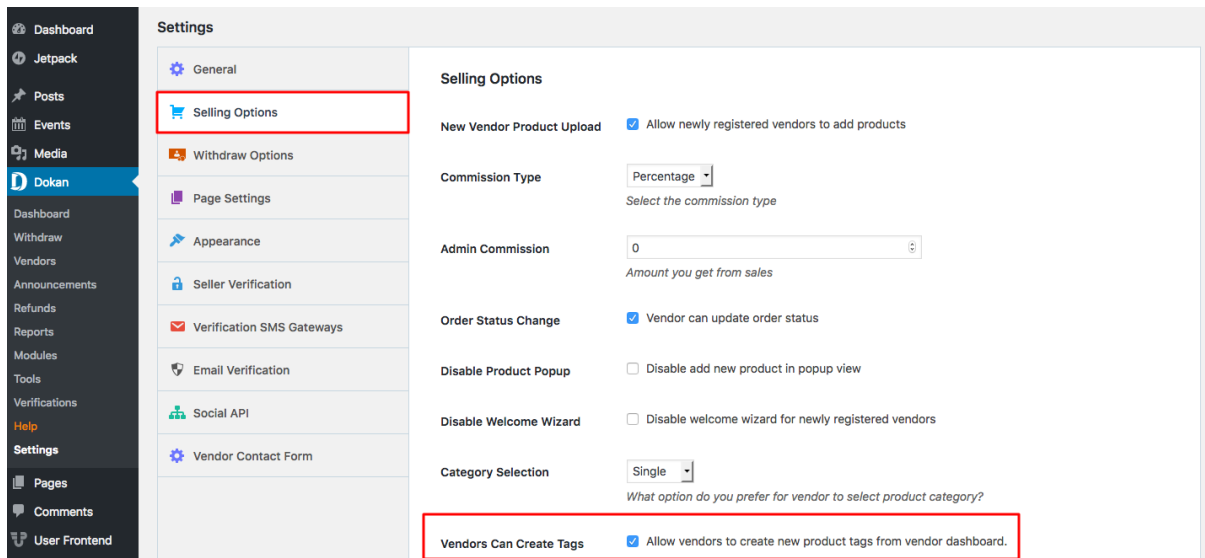
**Add New Product** ✕



Price  Discounted Price  [Schedule](#)

Admins need to allow this feature from their dashboard.

Admins go to **wp-admin**→**Dokan**→**Settings**→**Selling Options**. Enable the checkbox for **Vendors Can Create Tags**. Click on **Save Changes**.



Now your vendors will be able to create their own tags for products.

After you have provided all the required information, Click on the **Create product** button. It will create the product and redirect you to the product edit page, where you will be able to add more information about your product.

If you want to create the product and add another one immediately, click on the **Create & add new** button.

After you have been redirected to the product edit page, there is an option to select a product type. You can select either a Simple or Variable product.

## Selecting Product Type – Simple Product

These types of products are simple and have no variants. They are single and standalone products, which does not require any other information to define different variants.

- Dashboard
- Products**
- Orders
- Coupons
- Reports
- Reviews
- Withdraw
- Settings
- Logout

## Edit Product Pending Review

**Title**  
A new Product

**Product Type**  
Simple

Downloadable  Virtual

**Price** \$ 150 **Discounted Price** \$ 140 Cancel

**From** 2016-11-24 **To** 2016-11-26

**Category**  
new category

**Tags**  
Select product tags



**Best Seller**  
No best seller found

**Short Description**

**B I U** **Quote** **Link** **Table** **Code** **Undo** **Redo** **Clear**

This is short description of the product

P

**Description**

**B I U** **Quote** **Link** **Table** **Code** **Undo** **Redo** **Clear**

P

**Inventory** *Manage inventory for this product.*

**SKU** (Stock Keeping Unit)

Enable product stock management

Show only one quantity of this product to be bought in a single order

**Shipping and Tax** *Manage shipping and tax for this product.*

This product requires shipping

weight (lbs) length (in) width (in) height (in)

**Shipping Class**  
No shipping class

Shipping classes are used by certain shipping methods to group similar products.

**Tax Status** Taxable **Tax Class** Standard

**Attribute** *Manage attributes for this simple product.*

Custom Attribute

**Discount Options** *Set your discount for this product.*

Enable bulk discount

**Other Options** *Set your extra product options.*

**Product Status** Pending Review **Visibility** Catalog or Search

**Purchase Note**  
Customer will get this info in their order email

Enable product reviews

## Selecting Product Type – Variable Product

A variable product is a product that has different types of variants. For example, you might want to sell a dress that is available in 3 different colors and sizes. So this option will enable you to add the colors and sizes you need. You can add variations based on anything you like, perhaps the material used or the stitching style.

- Dashboard
- Products**
- Orders
- Coupons
- Reports
- Reviews
- Withdraw
- Settings
- Logout

## Edit Product Pending Review

**Title**  
A new Product

**Product Type**  
Variable

**Category**  
new category

**Tags**  
Select product tags



**Best Seller**  
No best seller found

+ Add more images

**Short Description**

This is short description of the product

**Description**

**Inventory** *Manage inventory for this product.*

SKU (Stock Keeping Unit)

Enable product stock management

Allow only one quantity of this product to be bought in a single order

**Shipping and Tax** *Manage shipping and tax for this product.*

This product requires shipping

weight (lbs) length (in) width (in) height (in)

Shipping Class  
No shipping class

Tax Status: Taxable Tax Class: Standard

**Attribute and Variation** *Manage attributes and variations for this variable product.*

Custom Attribute

Before you can add a variation you need to add some variation attributes on the **Attributes** tab. [Learn more](#)

**Discount Options** *Set your discount for this product.*

Enable bulk discount

**Other Options** *Set your extra product options.*

**Product Status** Pending Review **Visibility** Catalog or Search

**Purchase Note**  
Customer will get this info in their order email

Enable product reviews

Save Product

Variations can be created from two places-

1. By admin from backend
2. By vendor from product creation page

It's better to create variations from the admin panel. Because it will save the vendors time and prevent from creating duplicate entries. Of course, the admin will not always know what kind of variations a vendor might need.

So he will create a common one and if those do not match the needs of the vendor, then the vendor can create the variations as he needs.

The backend attribute creation and adding feature might seem a bit complicated to some users. So we have streamlined the variation adding and creation process in our interface to improve the user experience.

To create a variation from the frontend, the vendor has to select **This Product Has Multiple Options**. Then some new fields will appear to input the variations. If you already created some variations from the backend, then you can select them from the dropdown on the top right and click **Add Option**.

If you do not need all the attributes in your product, then you can remove or add more if you want.

**Check this video on how to create a variable product** →

Now if you need custom variations and attributes of your own, then you have to select **Custom Attributes** and then click **Add Option**. Then two blank fields will appear to input the variation name and attributes.

You can add as many variations and attributes as you want. When you are done, check the box **Create variation using those attributes**. The system will make all the combinations and will prompt you to add prices for those variations.

If you want to disable any variation, then you can uncheck the box on the left.

Quantity and variation picture adding functions will not be available right away. You have to save the product once to get those options. Right after saving the product, the fields above will have a pencil icon on the right. Click on that to add more details to the variations.

## Selecting Product Type – Grouped Product

To learn about the grouped product [go through this tutorial](#).

### Inventory and variants

This section holds a bit of complicated information. **None of these fields are mandatory**. If you do not need to add stock quantity and your is just a simple product, then you can totally skip this section.

But if you are creating a downloadable product or selling a dress or t-shirt, which has multiple sizes, then you should read this section carefully.

**Inventory & Variants**  
Manage inventory, and configure the options for selling this product.

**SKU (Stock Keeping Unit)**

Enable product stock management

Quantity:

Stock Status:

Allow Backorders:

Allow only one quantity of this product to be bought in a single order

### What is SKU?

SKU stands for **Stock Keeping Unit**. It should be a unique set of characters which will not match to any other product.

### Enable Product Stock Management

Let's say you have 10 pieces of the product and you don't want to receive after orders are placed for 10 units. If you enable stock management and enter 10 in the quantity field, then after 10 units are ordered, this product will show a message that all the quantities are sold and there is no stock.

But, you might want to take some pre-orders before your next batch comes up. So you can **Allow Back Order** to let the customers place orders even if the product is out of stock.

## Downloadable Product

This is a downloadable product

Name [?]	File URL [?]	Action
<input type="text" value="Lorem Ipsome"/>	<input type="text" value="http://localhost/dokan/v"/> <input type="button" value="Choose file"/>	<input type="button" value="Delete"/>
<input type="button" value="Add File"/>		
<b>Download Limit</b>	<b>Download Expiry</b>	
<input type="text" value="3"/>	<input type="text" value="30"/>	

If you are selling photos, music, software or any digital product, then this is the option to use. If you click on the **Add File** button, three more fields will be added.

The name field defines what the downloaded file name should be. We are letting you define that because you might name the original file to something like "new-album-updated-jan-12.zip" and you want the user to download the file as "New Album". So this option will be useful for you to serve and organize better.

If you are serving the files from your very own site, then you can click on choose file and select. But you can also serve the file from Dropbox, Google Drive or some other file hosting site you like.

## Shipping

Dokan has built-in support for WooCommerce shipping classes. Please read the following docs to know about how to activate and configure them-

1. [Configure WooCommerce Shipping Classes](#)
2. Activate and Configure Dokan Shipping

If you do not want to use Dokan shipping in your site, then you may not enable it from WooCommerce settings. But after activating Dokan Shipping from WooCommerce settings, the vendor still needs to activate the shipping method from his dashboard settings.

So to be able to use the state-based shipping feature of Dokan, it needs to be activated from two places-

1. By Admin from WooCommerce Settings - it will activate the feature sitewide.
2. By Vendor from Dashboard Settings - it will allow the feature on the specific store.

After activating the feature from both places, you will get the default shipping price override option. Else only the shipping class selection will be available.

**Shipping & Tax**  
Manage shipping and tax for this product

This product requires shipping

weight (lbs) length (in) width (in) height (in)

Shipping Class  
No shipping class

Shipping classes are used by certain shipping methods to group similar products.

Override default shipping cost for this product

Additional cost  
-3

Per Qty Additional Price  
3

Processing Time  
3-5 business day

If you have enabled only Dokan shipping and configured the costs in the dashboard settings. Then you might leave all the settings as is. That means you do not have to input any data in this section. None of the fields are mandatory here.

## Tax

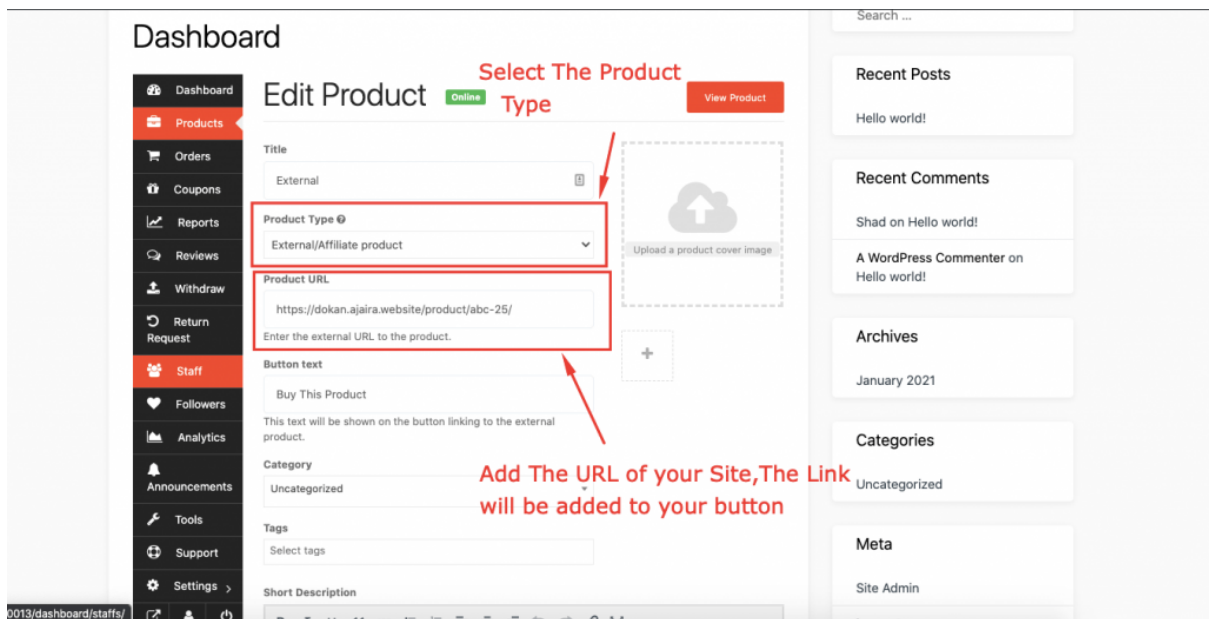
Here the vendor can only select the pre-made tax classes. If you have missed the tax configuration part in our documentation, you can [read it here](#).

## Select Product Type – External/Affiliate Product

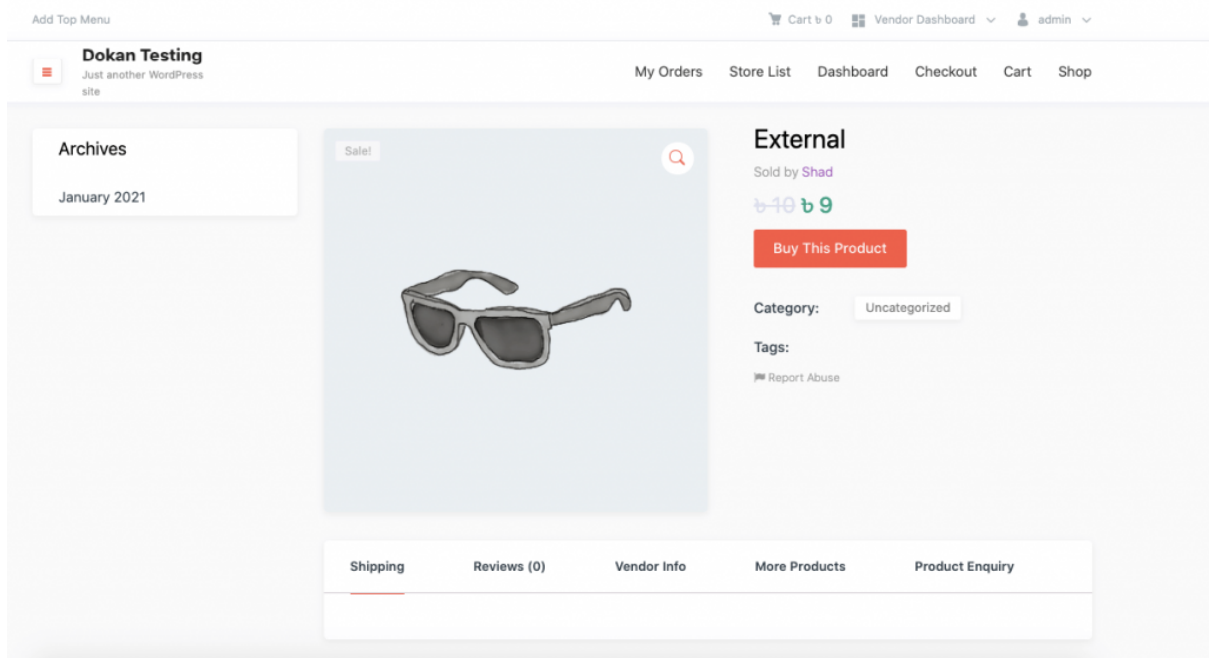
You can create External/Affiliate products on Dokan. That way you can create products and redirect them to your Affiliate sites.

While creating a product, you need to select the External/Affiliate product type from the dropdown menu.

Also, you need to add the link to your site in the URL section and define the button name.



Then you will see the product on the **View Product** page.



So, when a user clicks on the button he/she will be redirected to the URL page.

## Other Options

**Visibility:** The visibility option defines the privacy of the product. By default “Catalog and Search” is selected. But if you want the product to only appear on the category listing page, search results, or want to list it as a hidden product, then you can select the option respectively.

If you select any other option than **Catalog and Search** then the product will not appear on the site other than the store page.

**Purchase Note:** If you want the customer to receive a custom message right after purchasing the product, you can paste that in the box.

**Reviews:** If the vendor does not want to receive reviews for the product from the customers, he can turn it on or off.

### **Create a product from admin panel and assign it to a vendor**

Products can be created from both the backend and frontend. If you want to create a product as an admin, you can do that from **wp-admin** → **Products** → **Add New**.

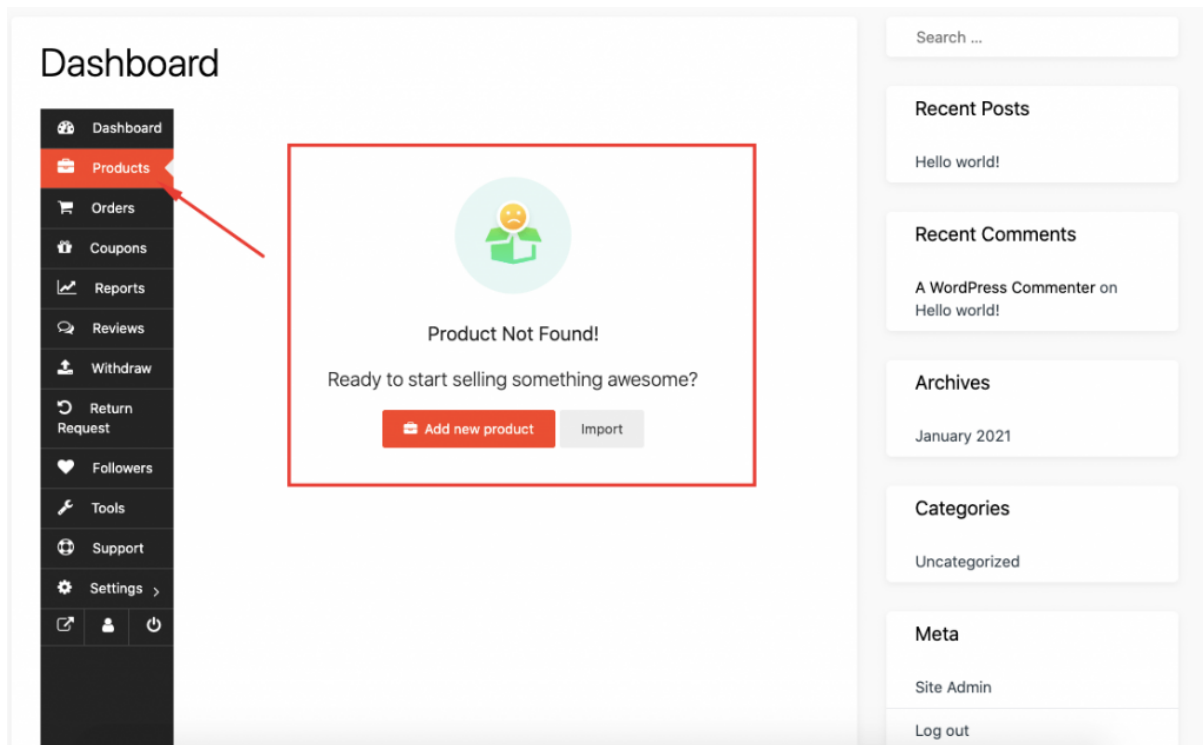
When you are done with inserting all the data, you will see an option to assign an author. If you do not find the author input box, then you have to enable it from “Screen Options” from the top right corner of the screen.

Same applies to product import via CSV and other formats. You can import them using WordPress importer and assign them to vendors by editing.

### **Blank Product Page**

When vendors setup their shop for the first time in the marketplace, they may not have any products. However, they can create their products from the Blank Product page.

They can create new products or import products as well. The import product option is available in the pro version.

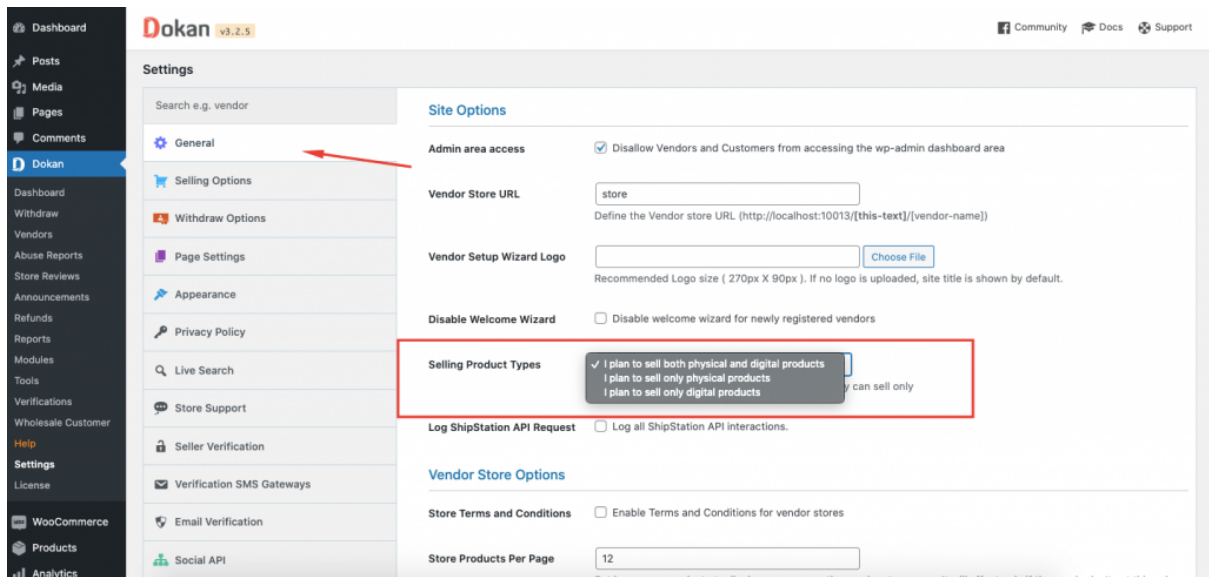


## Digital & Physical Product Types Selling Options for Vendors

Now, you can enable your multivendor marketplace to sell only physical products or digital products. The new version of Dokan Pro will enable you to do that.

Navigate to **Dokan-> Settings-> General Settings**. There you will find three options under “**Selling Product Types**”.

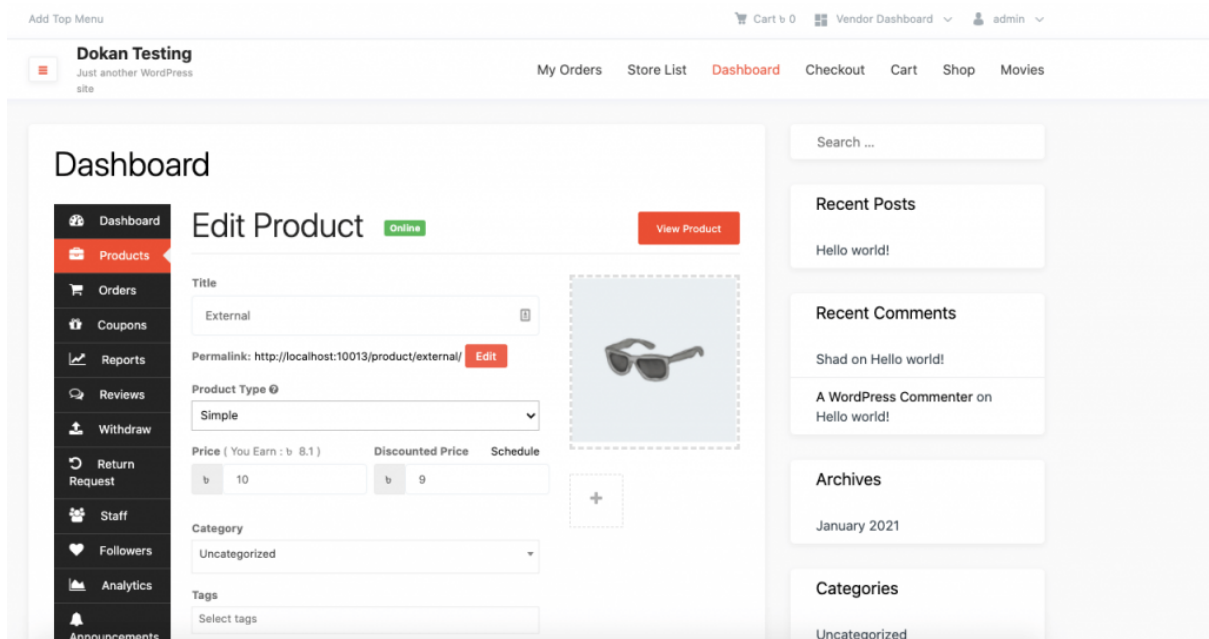
- I plan to sell both digital and physical products
- I plan to sell only physical products
- I plan to sell only digital products



Now, if you choose

## I plan to sell only physical products

When you choose this option, that means the vendors of your marketplace will only sell physical products. When you enable this option you will see that the **Downloadable** and **Virtual** options are disabled for all the products.




If you create a variable product, you will not find those options in the **variations** zone as well.

Add variation Go No default Color...

#720 Red Remove

Enabled  Manage stock?

 SKU

Stock status

Regular price (\$) ( You Earn : \$0 )

Sale price (\$) Schedule

Weight (kg)  Dimensions (L×W×H) (cm)

Shipping class

Tax class

Variation description

## I plan to sell only digital products

However, if you choose to sell only digital products then you will not find any **Shipping** options. We have disabled the shipping options when your marketplace are selling digital products as you probably don't need shipping to sell them.

But, you will find the **Downloadable** and **Virtual** option enabled.

**Dokan Testing** Just another WordPress site My Orders Store List **Dashboard** Checkout Cart Shop Movies Shortcode

**Edit Product** Online View Product

Title

Permalink: <http://localhost:10013/product/single/> Edit

Product Type


Downloadable  Virtual

Price ( You Earn : b 1.8 )  Discounted Price  Schedule

Category

Tags

Short Description



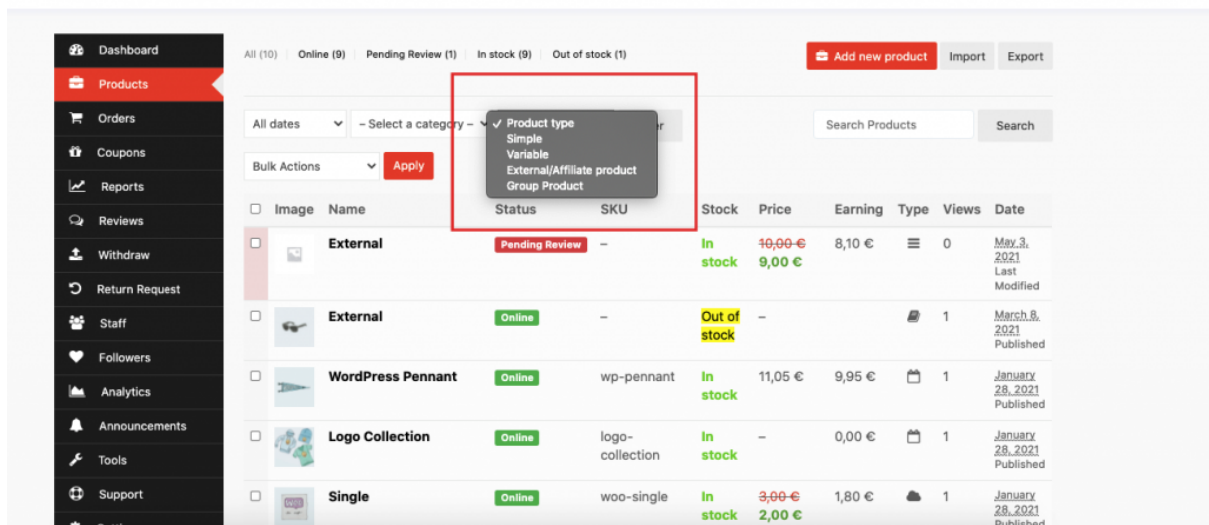
Also, for a variable product, you will find those options in the **variations** zone.

The screenshot shows the WooCommerce product variation editor. At the top, there is a 'Custom Attribute' dropdown menu, an 'Add attribute' button, and a 'Save attribute' button. Below this is an 'Add variation' dropdown menu and a 'Go' button. A variation is selected, showing '#720 Red' with a 'Remove' button. The variation settings include: 'Enabled' (checked), 'Downloadable' (unchecked), 'Virtual' (unchecked), and 'Manage stock?' (unchecked). There is a 'SKU' field, a 'Stock status' dropdown set to 'In stock', and a 'Schedule' link for the 'Sale price (\$)'. The 'Regular price (\$)' field is labeled '( You Earn : \$0 )' and contains 'Variation price (required)'. The 'Weight (kg)' field is set to '0'. The 'Dimensions (L×W×H) (cm)' fields are all set to '0'. The 'Tax class' is set to 'Same as parent'. At the bottom, there is a 'Variation description' field.

**Note:** The vendors will not find any shipping options on their vendor dashboard. Also, we have disabled the Dokan shipping options from **WooCommerce->Setting -> Shipping**. The existing data will not work either.

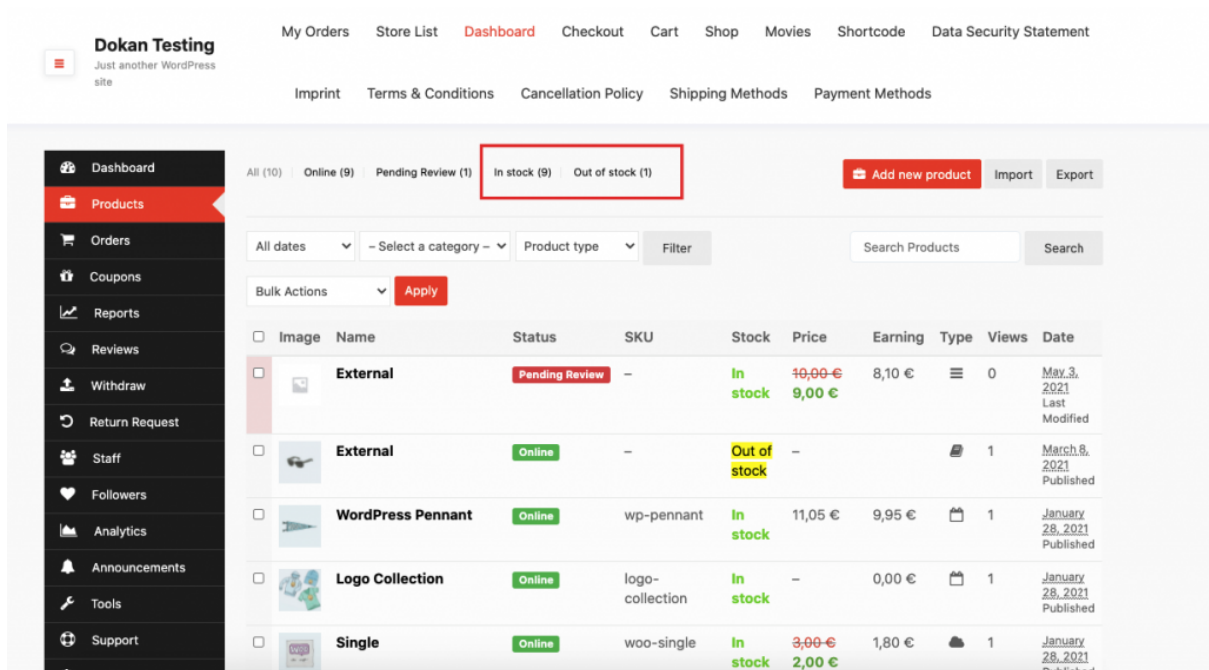
## 2 Filter Options for Product Listing Page

Now you can filter the products on your product listing page according to the product type. Just select the product type and click on Filter. You will see the filtered products on the list.



Also, you can filter the products based on their inventory. You will get two options

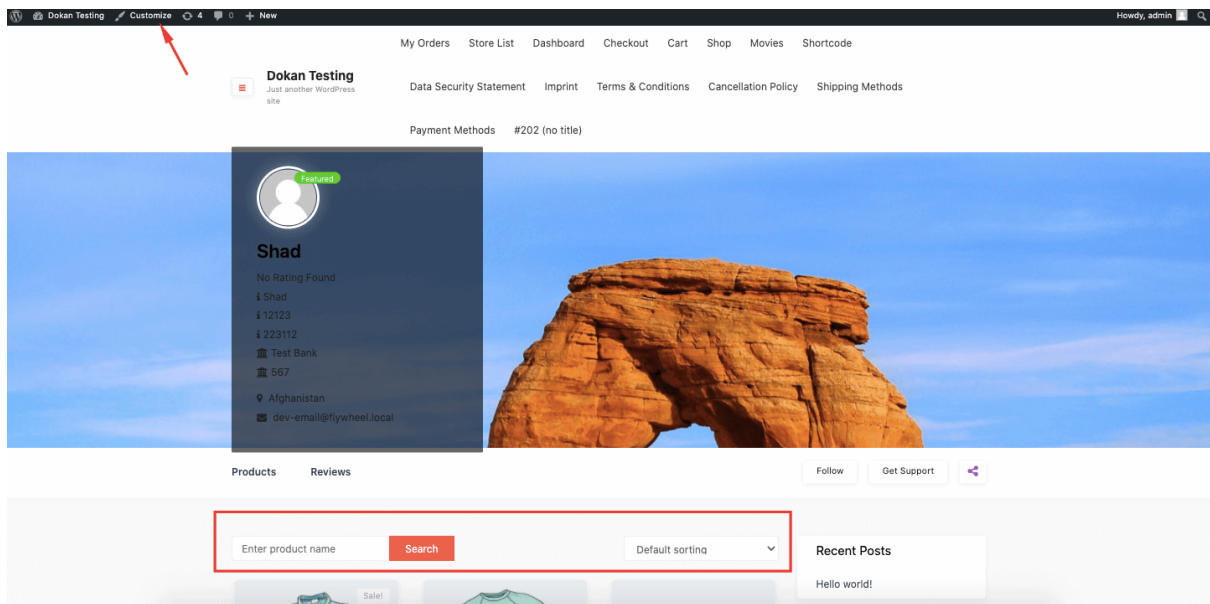
1. In stock
2. Out of stock



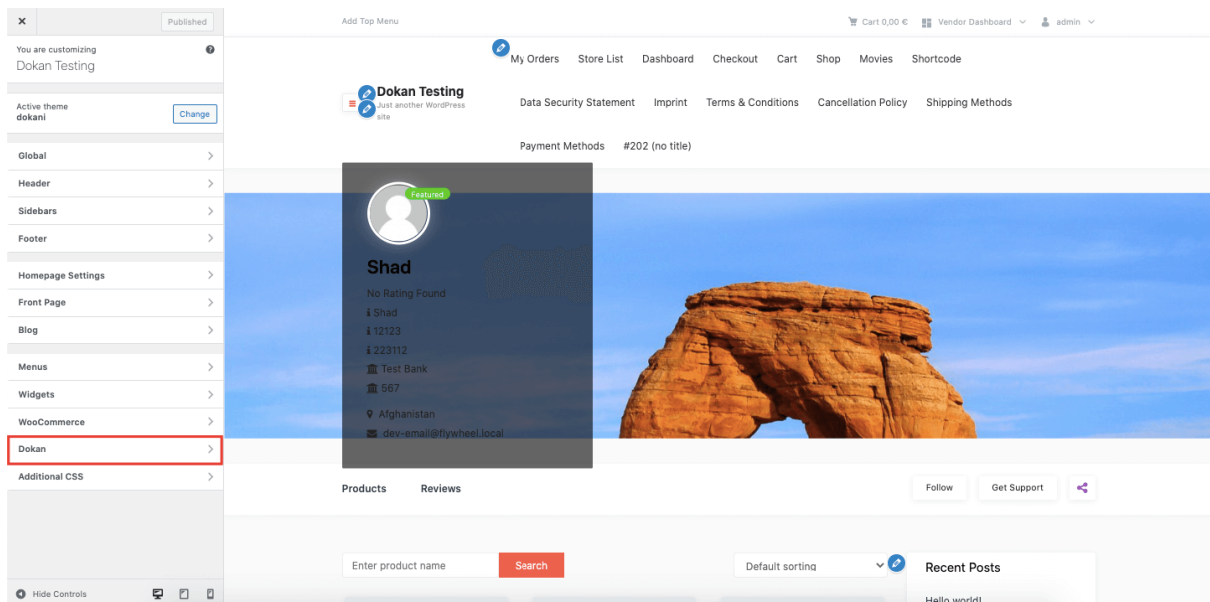
## Hide/Show Product Filter Options

As an admin, you can hide the product filter option from the Single Store Page. Admin can do this from the customize option.

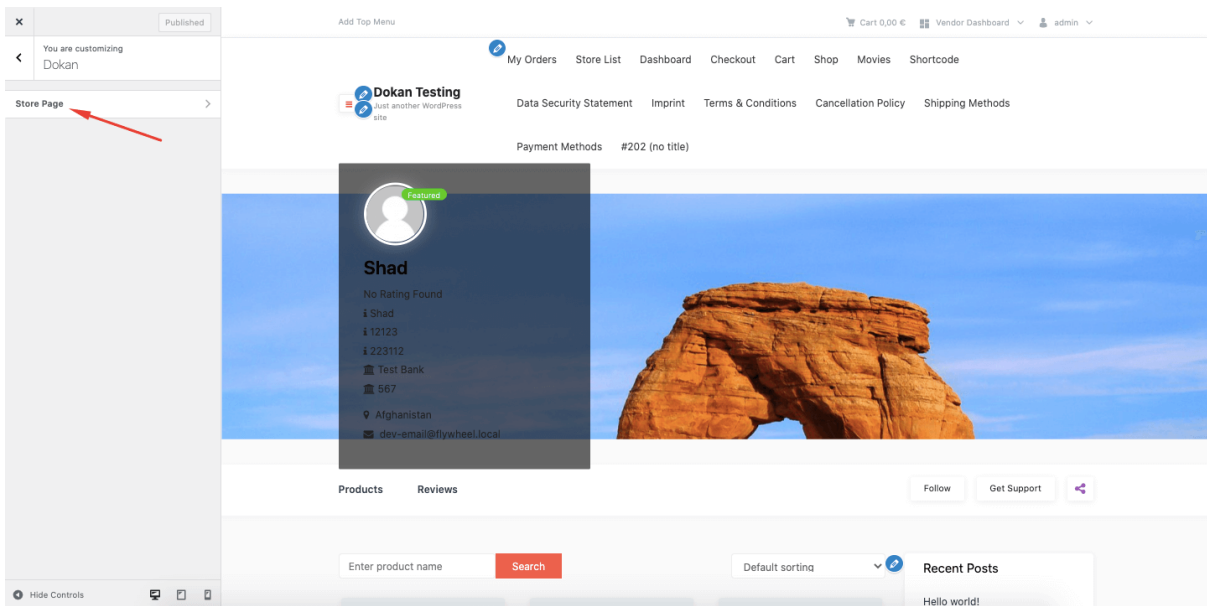
Click the **Customize** option of the top of the menu bar.



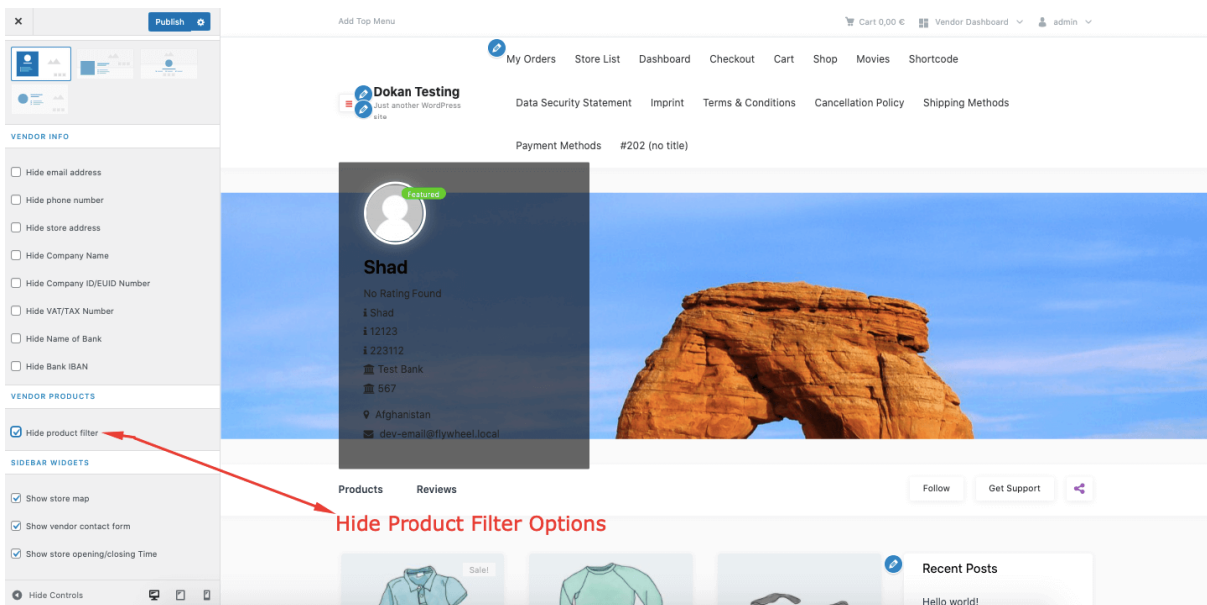
Now, select the **Dokan** option from the side menu bar.



Next, select the **Store Page** option.



Enable the **Hide Products Filter** option from the Vendor Products.



That is how admins can hide product filter options.

## Product Bulk Edit for Vendors

Just like the admin, vendors can now edit the products in bulk from the vendor dashboard. Vendors need to go to **Vendor Dashboard-> Products**. There they need to choose multiple products to edit. Then click on the **Apply** button,

# Dashboard

The screenshot shows a dashboard with a sidebar on the left containing navigation options: Dashboard, Products, Orders, Coupons, Reports, Delivery Time, Reviews, Withdraw, Return Request, Followers, Announcements, Support, and Settings. The main content area displays a table of products with columns for Status, SKU, Stock, Price, Earning, Type, Views, and Date. A 'Bulk Actions' menu is open, showing options for 'Edit' and 'Delete Permanently', with a red arrow pointing to the 'Apply' button.

	Status	SKU	Stock	Price	Earning	Type	Views	Date
<input checked="" type="checkbox"/>	Online	wp-pennant	In stock	\$11	\$10		0	October 19, 2021 Published
<input checked="" type="checkbox"/>	Online	logo-collection	In stock	\$18 - \$45	\$16		0	October 19, 2021 Published
<input checked="" type="checkbox"/>	Online	Woo-beanie-logo	In stock	<del>\$20</del> \$18	\$16		0	October 19, 2021 Published
<input type="checkbox"/>	Online	Woo-tshirt-logo	In stock	\$18	\$16		0	October 19, 2021 Published
<input type="checkbox"/>	Online	woo-single	In stock	<del>\$3</del> \$2	\$2		0	October 19, 2021 Published
<input type="checkbox"/>	Online	woo-album	In stock	\$15	\$14		1	October 19, 2021 Published

Now, vendors can update/add product categories, change the product status to Draft, and new Tags. Also, they can update product price, sale, weight, shipping class, visibility, change stock status, etc. Click on the **Update** button to finish.

The screenshot shows the 'Edit' form for a product. The 'BULK EDIT' section is active, with a red arrow pointing to the 'Apply' button. The 'PRODUCT CATEGORIES' section shows 'Cleaners' and 'Clothing' selected. The 'STATUS' dropdown is set to 'Draft', with a red arrow pointing to it. The 'PRODUCT TAGS' section shows 'Clothes' selected, with a red arrow pointing to it. The 'PRODUCT DATA' section contains various input fields for Price, Sale, Weight, L/W/H, Shipping class, Visibility, In stock?, Manage stock?, Stock qty, Backorders?, and Sold individually? A red arrow points to the 'Update' button at the bottom right.

After finishing the update, they will be able to see the changes in the Product list.

# Dashboard

All (27) | Online (24) | Draft (3) | In stock (27) Add new product

All dates | - Select a category - | Product type | Filter | Search Products | Search

Bulk Actions | Apply

Image	Name	Status	SKU	Stock	Price	Earning	Type	Views	Date
	<b>WordPress Pennant</b>	Draft	wp-pennant	In stock	\$11	\$10		0	October 19, 2021 Last Modified
	<b>Logo Collection</b>	Draft	logo-collection	In stock	-	\$0		0	October 19, 2021 Last Modified
	<b>Beanie with Logo</b>	Draft	Woo-beanie-logo	In stock	<del>\$20</del> \$18	\$16		0	October 19, 2021 Last Modified
	<b>T-Shirt with Logo</b>	Online	Woo-tshirt-logo	In stock	\$18	\$16		0	October 19, 2021 Published
	<b>Single</b>	Online	woo-single	In stock	<del>\$3</del> \$2	\$2		0	October 19, 2021 Published
	<b>Album</b>	Online	woo-album	In stock	\$15	\$14		1	October 19, 2021 Published
	<b>Polo</b>	Online	woo-polo	In stock	\$20	\$18		0	October 19, 2021 Published
	<b>Long Sleeve Tee</b>	Online	woo-long-sleeve-tee	In stock	\$25	\$23		0	October 19, 2021 Published

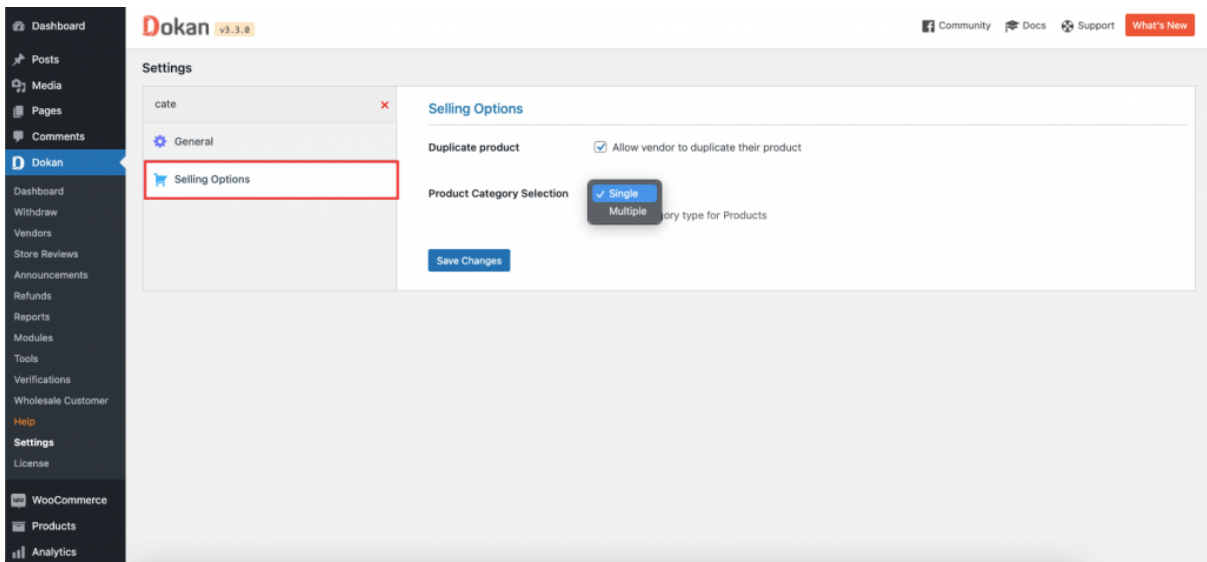
If they click on the quick edit option, they will be able to see the new categories and tags added.

<input type="checkbox"/>	Image	Name	Status	SKU	Stock	Price	Earning <span>ⓘ</span>	Type	Views	Date	
<b>QUICK EDIT</b>											
Title		WordPress Pennan	Product Tags		Product categories						
			<input checked="" type="checkbox"/> Enable Reviews Status Draft		<input type="checkbox"/> Cleaners <input type="checkbox"/> Clothing <input type="checkbox"/> Decor						
<b>PRODUCT DATA</b>											
SKU		wp-pennant									
Price		11.05									
Sale											
Weight											
L/W/H		Length			Width			Height			
Shipping class		No shipping class									
Visibility		Visible									
<input type="checkbox"/> Manage Stock											
In Stock?		In Stock									
Cancel										Update	

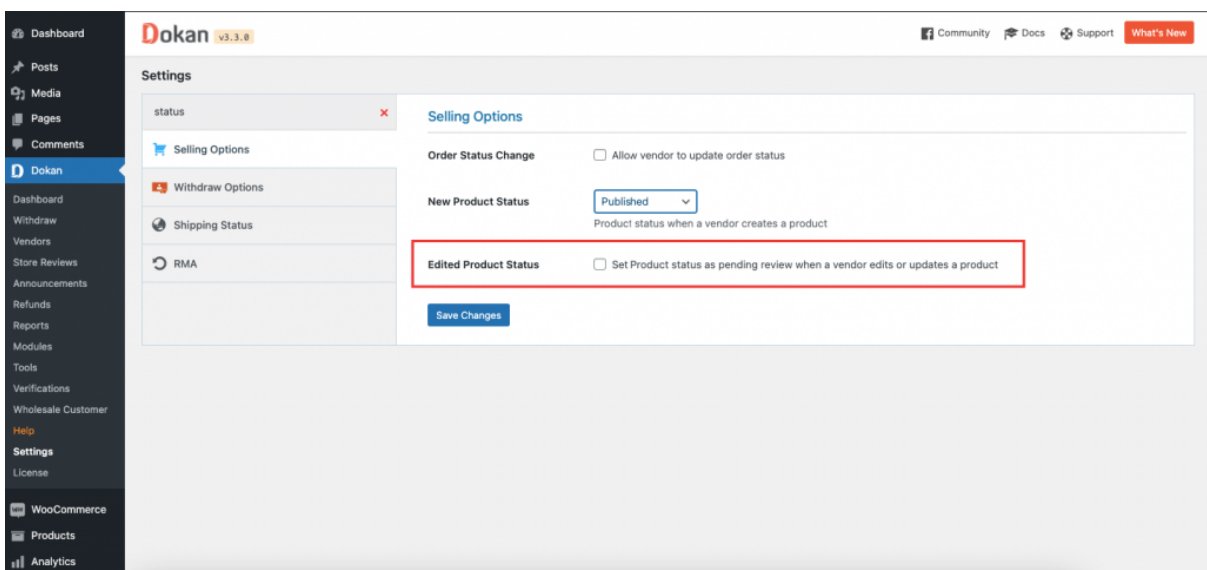
This is how vendors can bulk edit products from their vendor dashboards.

### Notes Regarding Product Bulk Edit

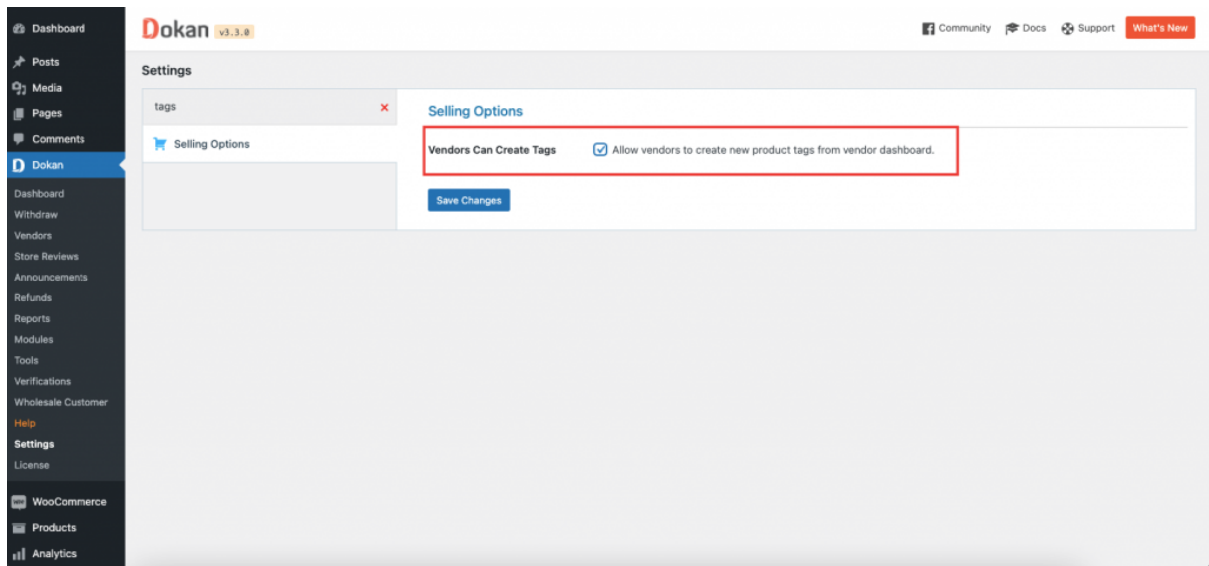
- Vendors can only add multiple categories if the admin selects the multiple category option from **Dokan-> Settings-> Selling option-> Product Category Selection**.



- If the admin enables the **“Edited Product Status”** to **“Set Product status as pending review when a vendor edits or updates a product”**, then the product status will be saved as **“Pending Review”** after the vendor updates the product.



- Last but not the least, vendors can create new tags only if the admin enables the **“Allow vendors to create new product tags from vendor dashboard”** from **Dokan-> Settings-> Selling option->Vendors Can Create Tags**.



## Ask for Product Review

The Ask for Product Review feature allows vendors to set the product status to draft while creating a product using the **single-page product creation form**.

After the vendor is satisfied with the edit, they can either ask for a review or publish the product directly based on the admin settings and vendor capability.