

LAYLA CLIENT MANUAL

- PRODUCT INFORMATION BULK REGISTRATION -

Contents

1. Download “LAYLA_BulkUpload_Template” from LAYLA-EC.COM

2. Fill in necessary information on “LAYLA_BulkUpload_Template” and convert the template from excel to csv format

3. Upload the “LAYLA_Bulk_UpLoad_Template” to LAYLA-EC.COM

4. APPENDIX

1. Download “LAYLA_BulkUpload_Template” from LAYLA-EC.COM

Step 1. In order to download “LAYLA_BulkUpload_Template” click on “Learn to sell”

Secure | https://www.layla-ec.com

LAYLA

Log in About LAYLA 0 0

Registration Categories Demand List

Search Advanced Search

Search

LAYLA, global marketplace tailored for your SEMI needs.

Search

Buy

- Registrations
- Start Buying

Sell

- Start Selling
- Learn to sell

About LAYLA

- Company info
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TMH Inc.

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Step 2. Scroll down “Learn to sell” page

Learn to sell

How to sell as much as possible

- 1. List a large number of products**

The more products you list, the greater chance you have to sell. Not only that, on LAYLA you can purchase multiple products at the same time. LAYLA has no limits on the number of listing products. Product listing is free of charge no matter how many items you would like to list.

[->>Product listing procedures link](#)

To list a large number of products all at once, using 'Bulk Listing' function comes in handy. Product information can be prepared in CSV format and listed at once. Also, multiple product images can be uploaded by using this function.

[->>Product bulk listing procedures link](#)
- 2. Put effective titles**

Product titles have a great impact on search results. Therefore, be sure to insert product title with important keywords such as Tool/Device's manufacturer, Part Number, Model Number and other keywords that buyers are likely to use while searching for products. Think about what kind of words you might use for searching if you were a Buyer, then it is clear that words like "Wow", "Look", etc. should not be used in the product titles. Space for the title is limited and precious, so please use descriptive keywords like the name of manufacturer which are meaningful to Buyers, to make your title easy to understand.
- 3. Write accurate descriptions**

Accurate product descriptions and product pictures are important factors for Buyers when deciding whether to purchase a product. Be sure to include information such as Tool/Device manufacturer, Part Number, and Model Number in a description. Should there be any defects or missing parts of the product, be sure to mention in the product description. Please describe the condition of the product as much into detail and accurately as possible. Listing used products as new is strictly prohibited.
- 4. Post appealing product pictures**

Appealing product pictures directly link to increase in sales. Up to 12 product pictures could be uploaded free of charge for one single product. To appeal product to its full potential, try to upload as many pictures as possible.
- 5. Make honest transactions**

Seller's evaluation rated by Buyer after a transaction is very important. When making purchases, many Buyers place the greatest importance on Seller's rating as a reference. Buyers may hesitate to purchase from Sellers who have a poor track record from past transactions.

◆ How can I obtain positive feedback?
Of course, you should provide Buyers with products that are exactly as described. It is also important to ship products within the posted period. Furthermore, be mindful and strive to respond to questions from Buyers as quickly as possible in a proper manner. Also, try to respond with the utmost sincerity if a product is found to be defective or returned.

To award Sellers who consistently carry out good transactions, LAYLA has established a system to rate these Sellers as "Certified Sellers".

[->>Click here for information of Certified Sellers.](#)
- 6. Product information registration procedure**
 - 6-1. Registration screen

[> Seller Menu](#) Click on [Product Information registration] from Seller Menu on MyPage

Step 3. Download “LAYLA_BulkUpload_Template” from the bottom of “Learn to sell” page

registration ⓘ
Log out

7. Product bulk registration
Procedure to bulk listing in csv format is as follows.

7-1. Product registration

> Seller Menu
Check order history
Product Information registration
Product Information bulk registration
Product image registration
Search registered items
PayPal API information registration ⓘ
Log out

Click on [Product Information bulk registration] from Seller Menu on MyPage

7-2. UPLOAD csv file

Bulk product registration

Product information will be added in bulk. Current product number will be updated.

Leave the first line blank for space of headline

Bulk product registration MSTProduct.csv

Bulk product registration guideline

Select the csv file to be registered from[Browse]button
If the first line of the csv file is for title, check the [Leave the first line blank for space of headline] box.

Csv template:>>LAYLA_BulkUpload_Template

Please click here to download the template

7-3. Registered Result confirmation

Product information has been registered.

Processing result will be sent to registered e-mail address.

The registered information will be checked, and the result will be sent by email.
If there is an error, not only the error information, all registered information will not be showed.
Please correct or delete the error information then try register with csv file again.

7-4. Product image registration

> Seller Menu
Check order history
Product Information registration
Product Information bulk registration

Click on [Product image registration] from Seller Menu on MyPage.

Step 4. Save “LAYLA_BulkUpload_Template” (excel format) to your PC

The screenshot shows a web application interface for bulk product registration. The main heading is "Bulk product registration". Below it, there is a note: "Product information will be added in bulk. Current product number will be updated." A checkbox is checked with the label "Leave the first line blank for space of headline". A "Browse..." button is highlighted with a red box, and the text "MSTProduct.csv" is visible next to it. A "Register" button is at the bottom. To the right, there is a text box with the instruction: "Select the csv file to be registered from [Browse] button. If the first line of the csv file is for title, check the [Leave the first line blank for space of headline] box." Below this, it says "Csv template:>>LAYLA_BulkUpload_Template".

Overlaid on the web application is a Windows File Explorer window titled "LAYLA_BulkUpload_Template (1).zip". The window is in "Extract" mode. The address bar shows the path: "This PC > Downloads > LAYLA_BulkUpload_Template (1).zip". The file list contains one item:

Name	Type	Compressed size	Password ...	Size
LAYLA_BulkUpload_Template_v.1.6.xlsx	Microsoft Excel Worksheet	52 KB	No	

The file name "LAYLA_BulkUpload_Template_v.1.6.xlsx" is circled in red. A dashed blue box with the text "Double click to open the file" points to the file. The left sidebar of the File Explorer shows "This PC" and "Network" options.

At the bottom of the web application, there is a "Register" button and a note: "Seller SKU code: Product's unique ID to be set when registering product information. No: Order of photos per SKU. From 1 to 13 Extension: png,jpg,gif".

2. Fill in necessary information on “LAYLA_BulkUpload_Template” and convert the template from excel to csv format

Step 1. Open and enable editing “LAYLA_BulkUpload_Template”

Bulk product registration

Select the csv file to be registered from [Browse] button
If the first line of the csv file is for title, check the [Leave the first line blank for space of headline] box.

Product information will be added in bulk. Current product number will be updated.

Leave the first line blank for space of headline

Bulk product registration: MSTProduct.csv

Bulk product registration: guideline

Csv template:>>LAYLA_BulkUpload_Template

7-3. Register Product

7-4. Product Information

Compressed Folder Tools LAYLA_BulkUpload_Template (1).zip

File Home Share View Extract

Documents farmon New folder Pictures Hozirda qilayotga ishlarim farmonデータ完了 (5月末データにより更新) ushijima_ (2)

Extract To

This PC > Downloads > LAYLA_BulkUpload_Template (1).zip

Search LAYLA_BulkUpload_...

Name Type Compressed size Password ... Size

LAYLA_BulkUpload_Template_v.1.6.xlsx Microsoft Excel Worksheet 52 KB No

AutoSave Off LAYLA_BulkUpload_Template_v.1.6... Sign in

File Home Insert Page Layout Formulas Data Review View Help Search Share

PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View.

T61

	A	B	C	D	E	F	G	H	I	J	
1	Seller SKU code	Part number	Model number	Item name	Part manufacture	Tool manufacture	Tool name	Process	Wafer size	Serial number	Condition
2	SAMPLE0000	0010-7024	-	S-PHASE	-	AMAT	-	20	30		
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											

template description category MSTCount... 80%

Ready

Please click on "Enable Editing"

Step 2. Fill in the necessary item information

Yellow-shaded columns are mandatory field. However, you may always place “-” or “unknown” etc. if the information is not yet prepared.

- *Please refer the APPENDIX for more details.

Though you may register items with using vague terms (“-”, “unknown” etc.), **more accurate item information means more chance to be sold.**

Please refer to these sheet tabs for information field description, category list, and master country code list

Step 3. Fill in the necessary item information

	A	B	C	D	E	F	G	H	I	J	K
1	Seller SKU code	Part number	Model number	Item name	Part manufacturer	Tool manufacturer	Tool name	Process	Wafer size	Serial number	Condition ID
2	SAMPLE00001	0010-70264		5-PHASE	-	AMAT	-	20	30		120

Seller SKU code (mandatory):

- A unique ID for identifying the item on LAYLA. It is recommended to use the same unique ID with the one already used for other EC site etc.

Part number / Model number (mandatory but either entry is fine):

- Either “Part number” or “Model number” is mandatory to enter. You may also enter “-” (hyphen) if both part number and model number are not recognized.

Item name / Part manufacturer / Tool manufacturer / Tool name (mandatory):

- You may also enter “-” (hyphen) if any of these information is not recognized.

Process:

- Indicating which semiconductor manufacturing process is an item used for. You may select “900: -” if the information is not recognized.

Wafer size:

- Size of wafer used for a semiconductor manufacturing tool. You may select “80: unknown” if the information is not recognized.

Condition ID:

- Condition of item.

You may leave the mandatory information fields as “-” or “Unknown”; however, please be reminded that more accurate information provided means greater chance to be sold on LAYLA.

Step 4. Fill in the necessary item information

	P	Q	R	S	T	U	V	W
1	Warranty	Warranty Definition	Ship from Country	Transportation	Freight costs calculated US	Freight costs calculated China	Freight costs calculated Taiwan	Freight costs calculated Korea
2	2	1	392	1	0	0	0	0

Warranty

- Insert a number of days you provide as warranty.

Warranty definition:

- Select one from the pull-down. You may select “4: No warranty” as well.

Ship from Country:

- Country code can be found on sheet tab, “MSTcountry”,

Transportation:

- Classification of freight cost (1: Flat: Same cost to all buyers; 2: Free: Free shipping; 3: Calculated: Cost varies by buyer location)

*Since LAYLA-EC.COM currently does not have automated shipping price calculation and the price adjustment is available at the time of sale, it is recommended to choose 1: Flat: Same cost to all buyers and enter the guesstimated abundance shipping price for “Freight costs calculated domestic” and “Freight costs” to ensure seller will not lose money by delivering.

From TMH Inc. experience, USD 300 is enough for shipping covering almost all locations and most items (parts).

**A new classification, “4: Ask,” will be added soon (currently under system development). When it’s deployed, sellers do not need to enter any freight cost. Freight costs is determined by communicating with buyer at time of each sale.

Freight costs calculated domestic:

- Domestic freight cost

Freight costs:

- The freight cost entered is effective when “3” is entered in “Transportation” (*Delivery price/method negotiable)

Step 5. Fill in the necessary item information

AV	AW	AX	AY	AZ	BA	BB	BC	BD	BH
Delivery	Delivery service	Delivery Note	Category1	Category2	Disp list flg	Active SKU flag	Domestic price	Price	Quantity
5	1	Delivery price/method negotiable		71	1	1	9999	9800	3

Delivery:

- Days required for shipping after received order

Delivery service:

- Days required for delivery (1: First class service (1 to 3 business days); 2: Express service (1 to 5 business days); 3: Standard service (1 to 9 business days); 4: Economy service (more than 10 business days))

Category2:

- Subcategory of items

*Category2 selected is applied to which category is the item displayed on LAYLA.

**Category 1 is automatically determined when category 2 is selected.

Disp list flag:

- 1: Display; 0: Not Display

**0: Not Display” means the item is still available but not displayed through “Search” items.

Active SKU flag:

- 1: Active; 0: Soft Delete

**0: Soft Delete” means the item is sold out or unavailable for sale.

Domestic Price:

- Domestic selling price. (Sales tax and other duties shall be taken into consideration for domestic selling price. Price can be the same if no need to consider taxes and duties. When seller answers “Supply” to “Demand”, “Supply” price should not be lower than 90% of “Demand” price's lower limit)

Price:

- International selling price. (When seller answers “Supply” to “Demand”, “Supply” price should not be lower than 90% of “Demand” price's lower limit)

Quantity:

- Quantity of sellable items

Step 6. The sheet tab, “description”, provides the detailed information of the bulk upload template info fields

Microsoft Excel interface showing the "description" sheet tab. The active cell is I63. The ribbon includes Clipboard, Font, Alignment, Number, and Conditional Formatting. The sheet tab bar at the bottom shows "template", "description" (highlighted in red), "category", and "MSTCountry".

Data format: Variable length delimiter: comma enclosed character: none (enclosed in double quotes if a line break is included) Character code: SJIS line feed code: CRLF title output: yes * 1 Please make

Item name	Required	Unique	Character type	Number of characters	Remarks
Seller SKU code	<input type="radio"/>	<input type="radio"/>	Half-width al	50	A unique number for identifying a product It is utilized for matching with a product image as well * Product image file name must be [SKU code_Consecutive Number (0T13L_filename extension)] ex. [SKUzzzz_01.jpg]
Part number	<input type="checkbox"/>	<input type="checkbox"/>	Half-width al	80	Part name specified by each manufacturer Either Part number or model number is required
Model number	<input type="checkbox"/>	<input type="checkbox"/>	Half-width al	80	Model name specified by each manufacturer Either Part number or model number is required
Item name	<input type="radio"/>	<input type="radio"/>	All	80	Name of certain item
Part manufacturer	<input type="radio"/>	<input type="radio"/>	Half-width al	80	Name of Parts Manufacturer
Tool manufacturer	<input type="radio"/>	<input type="radio"/>	Half-width al	80	Name of Tool Manufacturer
Tool name	<input type="radio"/>	<input type="radio"/>	All	255	Model name of particular tool
Process	<input type="radio"/>	<input type="radio"/>	Half-width n	255	10: ETCH(DRY) 20: CVD 30: IMPLA 40: PVD(METAL) 50: METROLOGY (IQC) 60: CMP 70: LITHO 80: ETCH(WET) 90: HOT (LP-CVD, DIFFUSION, RTP) 100: EPI 110: TEST 120: ASSEMBLY 900: - By using a delimiter (","), multiple selection is available (ex.)1,2,4,7
Wafer size	<input type="radio"/>	<input type="radio"/>	Half-width n	255	10: 6inch(150mm) 20: 8inch(200mm) 30: 12inch(300mm) 80: unknown 90: other By using a delimiter (","), multiple selection is available (ex.)1,2,4,5 ※ When registered as blank, initial value "5" is set.
Serial number	<input type="radio"/>	<input type="radio"/>	Half-width al	255	An identification number indicating each product individually
ConditionID	<input type="radio"/>	<input type="radio"/>	Half-width n	10	110: OEM New 120: OEM OPM New 130: OEM Used O/H by manufacturer 140: OEM Used O/H by 3rd party 150: OEM Used Tested 160: OEM Used Working, Untested 170: OEM Used As-Is, Unknown 210: 3rd New 220: 3rd Used O/H by manufacturer 230: 3rd Used O/H by 3rd party

Step 7. The sheet tab, “category”, provides category code for Category 1 and 2

	A	B	C	D	E	F
1	Category Master					
2						
3	ID	MainCategory	SubCategory	Category1	Category2	
4	1	AIN/Al2O3 Heater	AIN/Al2O3 Heater	1	1	
5	2	Bearing	Bearing	2	2	
6	3	Bellows	Bellows	3	3	
7	4	Cable	Robot Controller Cable	4	4	
8	5	Cable	Turbo Pump Cable	4	5	
9	6	Cable	Other	4	6	
10	7	Chamber Parts	Clamp Ring	5	7	
11	8	Chamber Parts	Collimator	5	8	
12	9	Chamber Parts	Depo Shield	5	9	
13	10	Chamber Parts	Exhaust Plate	5	10	
14	11	Chamber Parts	Mattson Parts(Various)	5	11	
15	12	Chamber Parts	Shower Head	5	12	
16	13	Chamber Parts	Shutter	5	13	
17	14	Chamber Parts	Speed Dome	5	14	
18	15	Chamber Parts	Top Plate	5	15	
19	16	Chamber Parts	Other	5	16	
20	17	Chamber Parts	Upper Electrode	5	17	
21	18	CMP Parts	Backing Film	6	18	
22	19	CMP Parts	Band	6	19	
23	20	CMP Parts	Membrane	6	20	
24	21	CMP Parts	Rap Seal	6	21	
25	22	CMP Parts	Retainer Ring	6	22	
26	23	CMP Parts	Rolling Seal	6	23	
27	24	CMP Parts	Other	6	24	
28	25	Controller	Cryo Pump Controller	7	25	
29	26	Controller	Main Controller	7	26	
30	27	Controller	Matcher Controller	7	27	
31	28	Controller	Motor Driver	7	28	
32	29	Controller	PLC	7	29	
33	30	Controller	Robot Controller	7	30	

Step 8. The sheet tab, “MSTCountry”, provides country code

The screenshot shows the Microsoft Excel interface with the 'MSTCountry' worksheet selected. The worksheet contains a table with the following data:

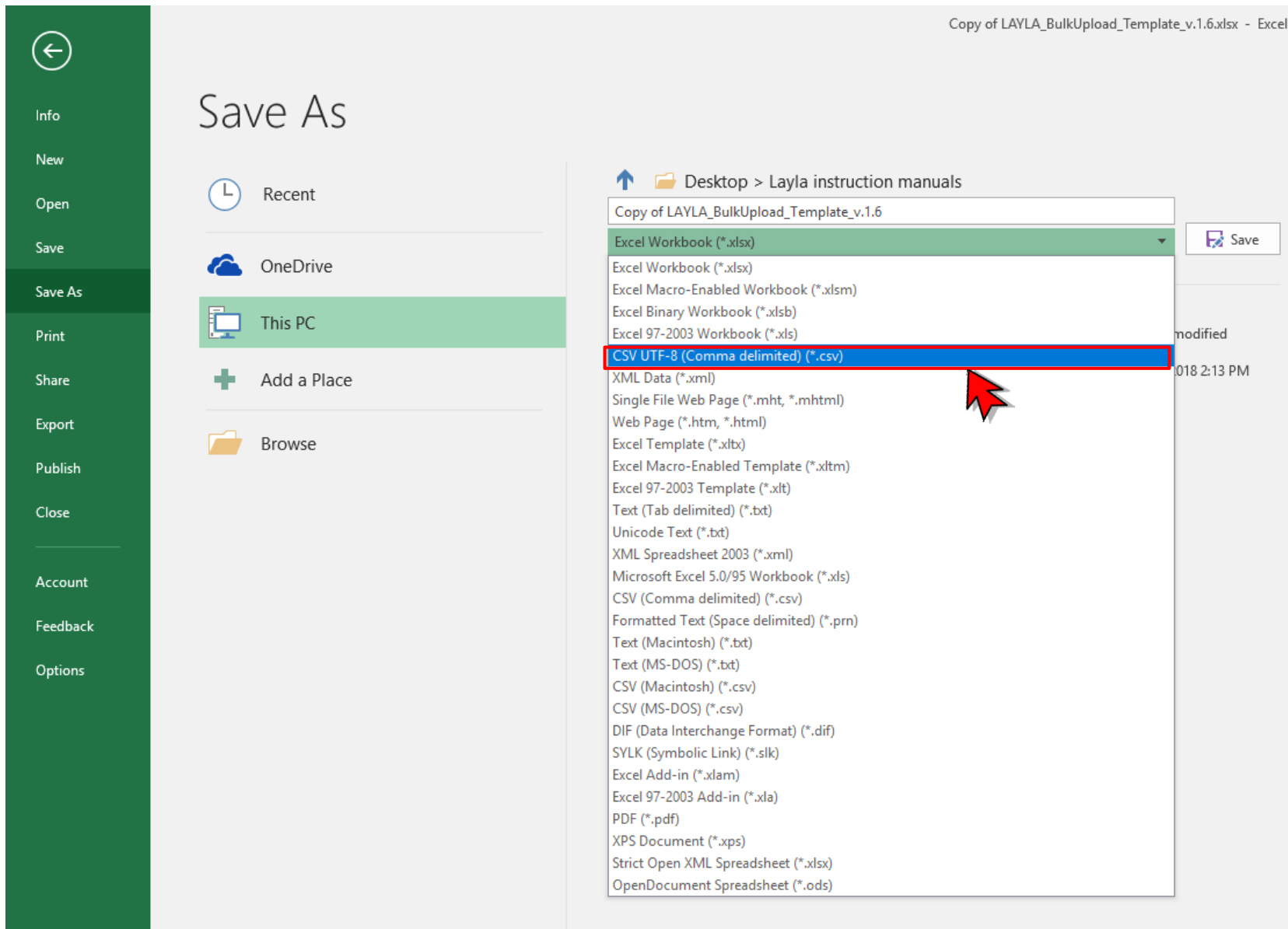
id	country	country_e	country_cod	country_cod	active
0	未設定	None			1
004	アフガニスタン	Afghanistan	AF	AFG	1
008	アルバニア	Albania	AL	ALB	1
010	南極	Antarctica	AQ	ATA	1
012	アルジェリア	Algeria	DZ	DZA	1
016	アメリカ領サモア	American Samoa	AS	ASM	1
020	アンドラ	Andorra	AD	AND	1
024	アンゴラ	Angola	AO	AGO	1
028	アンティグア・バーブーダ	Antigua and Barbuda	AG	ATG	1
031	アゼルバイジャン	Azerbaijan	AZ	AZE	1
032	アルゼンチン	Argentina	AR	ARG	1
036	オーストラリア	Australia	AU	AUS	1
040	オーストリア	Austria	AT	AUT	1
044	バハマ	Bahamas	BS	BHS	1
048	バーレーン	Bahrain	BH	BHR	1
050	バングラデシュ	Bangladesh	BD	BGD	1
051	アルメニア	Armenia	AM	ARM	1
052	バルバドス	Barbados	BB	BRB	1
056	ベルギー	Belgium	BE	BEL	1
060	バミューダ諸島	Bermuda	BM	BMU	1
064	ブータン	Bhutan	BT	BTN	1
068	ボリビア	Bolivia, Plurinational State of	BO	BOL	1
070	ボスニア・ヘルツェゴビナ	Bosnia and Herzegovina	BA	BIH	1
072	ボツワナ	Botswana	BW	BWA	1
074	ブーベ島	Bouvet Island	BV	BVT	1
076	ブラジル	Brazil	BR	BRA	1
084	ベリーズ	Belize	BZ	BLZ	1
086	イギリス領インド洋地域	British Indian Ocean Territory	IO	IOT	1
090	ソロモン諸島	Solomon Islands	SB	SLB	1
092	イギリス領ヴァージン諸島	Virgin Islands, British	VG	VGB	1
096	ブルネイ	Brunei Darussalam	BN	BRN	1
100	ブルガリア	Bulgaria	BG	BGR	1
104	ミャンマー	Myanmar	MM	MMR	1
108	ブルンジ	Burundi	BI	BDI	1
112	ベラルーシ	Belarus	BY	BLR	1

The 'MSTCountry' sheet tab is highlighted in the bottom sheet tab bar.

Step 9. Once bulk item registration file is created, save it as csv. format by clicking “save as”

The screenshot shows the Microsoft Excel interface. On the left, a dark green ribbon contains various options: Info, New, Open, Save, **Save As** (highlighted with a red box and a red mouse cursor), Print, Share, Export, Publish, Close, Account, Feedback, and Options. The main area displays the title 'Copy of LAYLA_BulkUpload_Template_v.1.6' and the path 'Desktop » Layla instruction manuals'. Below the title, there are four main sections: 'Protect Workbook' (Control what types of changes people can make to this workbook.), 'Inspect Workbook' (Before publishing this file, be aware that it contains: Document properties, printer path, author's name, related dates and absolute path; Headers and footers; Hidden names; Content that people with disabilities find difficult to read), 'Manage Workbook' (There are no unsaved changes.), and 'Browser View Options' (Pick what users can see when this workbook is viewed on the Web.). On the right side, there are sections for 'Properties' (Size: 61.9KB, Title: Add a title, Tags: Add a tag, Categories: Add a category), 'Related Dates' (Last Modified: 6/21/2018 2:13 PM, Created: 2/27/2018 11:21 AM, Last Printed: 3/9/2018 3:51 PM), 'Related People' (Author: Add an author, Last Modified By), and 'Related Documents' (Open File Location, Show All Properties).

Step 10. Select “CSV UTF-8 (Comma delimited)(*.csv)”



The screenshot shows the Microsoft Excel 'Save As' dialog box. The title bar reads 'Copy of LAYLA_BulkUpload_Template_v.1.6.xlsx - Excel'. The breadcrumb path is 'Desktop > Layla instruction manuals'. The file name is 'Copy of LAYLA_BulkUpload_Template_v.1.6'. The 'Save' button is visible in the top right. The file format dropdown menu is open, showing a list of options. The option 'CSV UTF-8 (Comma delimited) (*.csv)' is highlighted with a red box and a mouse cursor. The left sidebar contains navigation options: Info, New, Open, Save, Save As (selected), Print, Share, Export, Publish, Close, Account, Feedback, and Options. The left pane shows 'Recent', 'OneDrive', 'This PC' (selected), 'Add a Place', and 'Browse'.

Desktop > Layla instruction manuals

Copy of LAYLA_BulkUpload_Template_v.1.6

Save

Excel Workbook (*.xlsx)

Excel Workbook (*.xlsx)

Excel Macro-Enabled Workbook (*.xlsm)

Excel Binary Workbook (*.xlsb)

Excel 97-2003 Workbook (*.xls)

CSV UTF-8 (Comma delimited) (*.csv)

XML Data (*.xml)

Single File Web Page (*.mht, *.mhtml)

Web Page (*.htm, *.html)

Excel Template (*.xltx)

Excel Macro-Enabled Template (*.xltm)

Excel 97-2003 Template (*.xlt)

Text (Tab delimited) (*.txt)

Unicode Text (*.txt)

XML Spreadsheet 2003 (*.xml)

Microsoft Excel 5.0/95 Workbook (*.xls)

CSV (Comma delimited) (*.csv)

Formatted Text (Space delimited) (*.prn)

Text (Macintosh) (*.txt)

Text (MS-DOS) (*.txt)

CSV (Macintosh) (*.csv)

CSV (MS-DOS) (*.csv)

DIF (Data Interchange Format) (*.dif)

SYLK (Symbolic Link) (*.slk)

Excel Add-in (*.xlam)

Excel 97-2003 Add-in (*.xla)

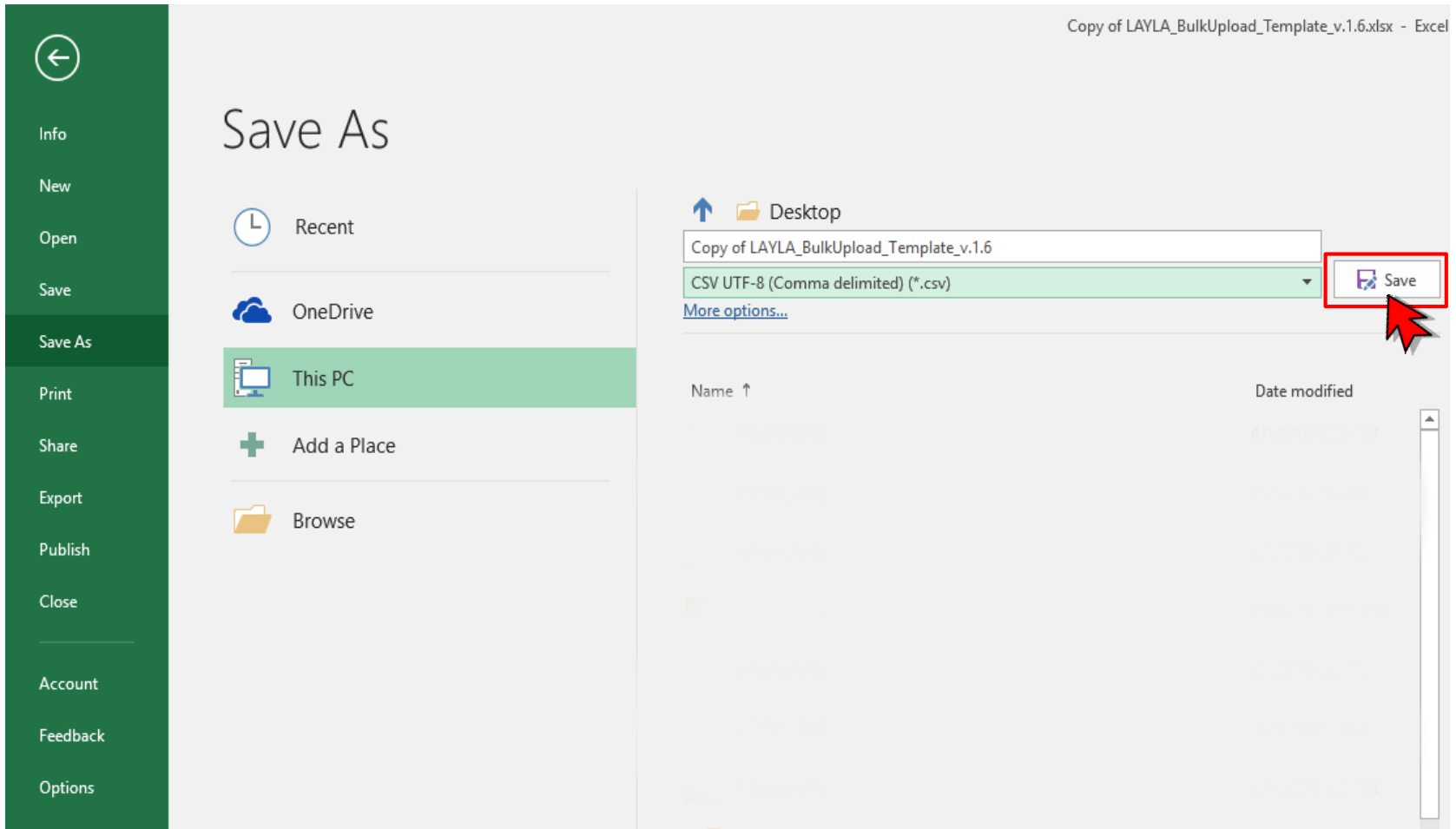
PDF (*.pdf)

XPS Document (*.xps)

Strict Open XML Spreadsheet (*.xlsx)

OpenDocument Spreadsheet (*.ods)

Step 11. Click “Save”



Step 12. When pop-up window shows up, click “OK” to save as csv. format (pop-up window shows up twice depending on your PC environment)

The screenshot shows the Microsoft Excel interface with a spreadsheet containing data. A dialog box is displayed in the center, warning that the selected file type does not support workbooks with multiple sheets. The dialog box has an "OK" button highlighted with a red box and a red arrow pointing to it.

Microsoft Excel

The selected file type does not support workbooks that contain multiple sheets.

- To save only the active sheet, click OK.
- To save all sheets, save them individually using a different file name for each, or choose a file type that supports multiple sheets.

OK Cancel

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	Seller SKU code	Part number	Model number	Item name	Part manufacture	Tool manufacture	Tool name	Process	Wafer size	Serial number	ConditionID	Condition Description	Shipping Point	Payment Point	Return Point	Warranty	Warranty Definition	Ship from Country	Transportation	Freight costs calculated	Freight costs calculated	Freight costs calculated	Freight costs calculated
2	SAMPLE0000	0010-702	-	S-PHASE	-	AMAT	-		20	30						2	1	392		1	0	0	0
3																							
4																							
5																							
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Step 13. Close the file

The screenshot shows the Microsoft Excel interface. The title bar at the top reads "Copy of LAYLA_BulkUpload_Template_v1.6.csv - Saved". The ribbon is set to "Home". A red arrow points to the close button (X) in the top right corner of the window. The spreadsheet contains a table with the following data:

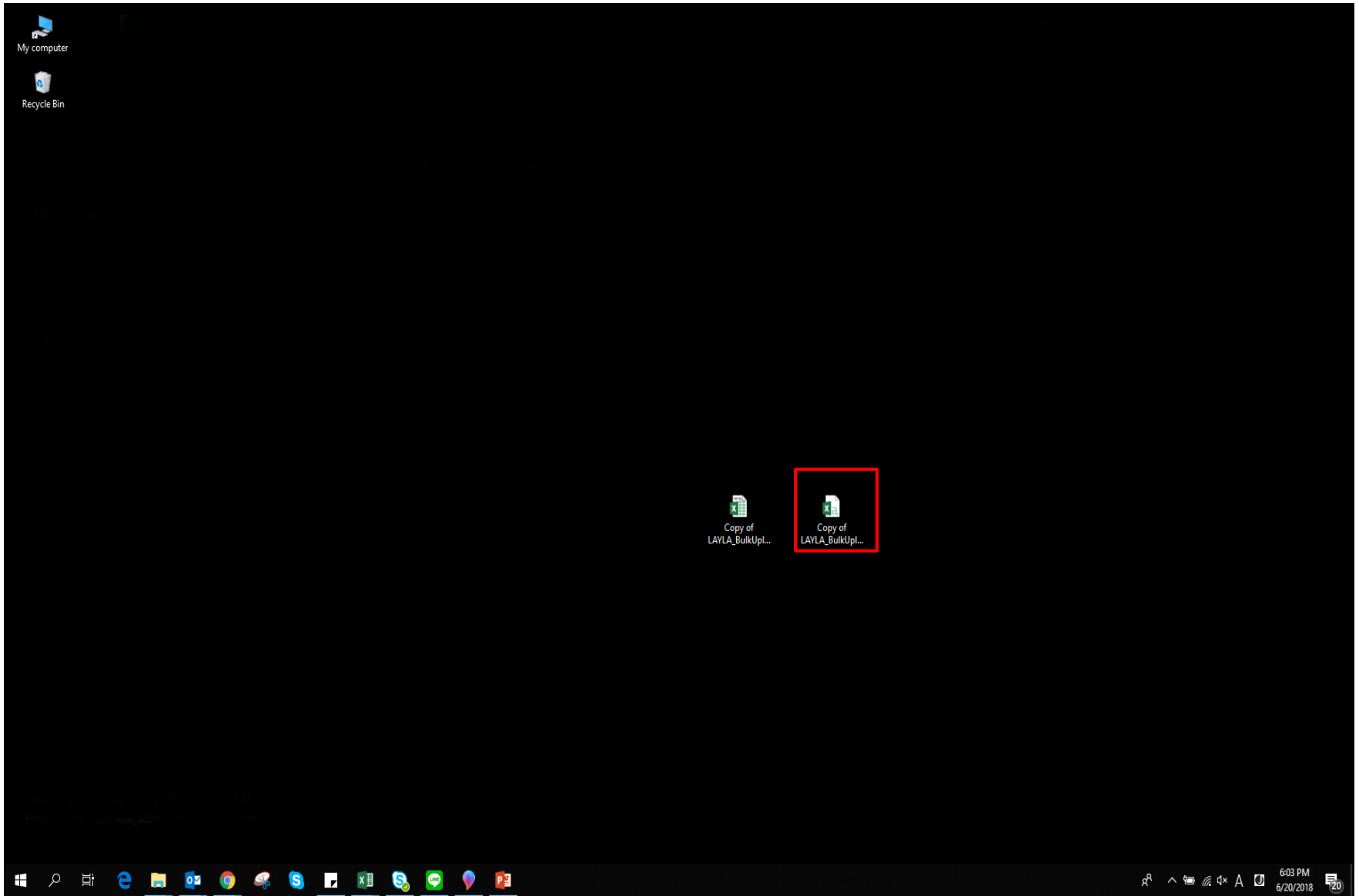
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	Seller SKU co	Part number	Model number	Item nam	Part manufactu	Tool manufactu	Tool nam	Process	Wafer size	Serial numb	ConditionID	Condition Descript	Shipping Poli	Payment Poli	Return Poli	Warrant	Warranty Definit	Ship from Coun	Transportation	Freight costs calculated	Freight costs calculated	Freight costs calculated	Freight costs calculated
2	SAMPLE0000	0010-7024		S-PHASE		AMAT	-		20	30						2	1	392		1	0	0	0
3																							
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Step 14. When pop-up window shows up, click “Save”

The screenshot shows the Microsoft Excel interface with a data table. A dialog box is open in the center, asking to save changes. The dialog box has three buttons: 'Save', 'Don't Save', and 'Cancel'. A red arrow points to the 'Save' button.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	Seller SKU code	Part number	Model number	Item name	Part manufacture	Tool manufacture	Tool name	Process	Wafer size	Serial number	ConditionID	Condition Description	Shipping Policy	Payment Policy	Return Policy	Warranty	Warranty Definition	Ship from Country	Transportation	Freight costs calculated	Freight costs calculated	Freight costs calculated	Freight costs calculated
2	SAMPLE0000	0010-7024	-	S-PHASE	-	AMAT	-		20	30		120					2	1	392	1	0	0	0
3																							
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Step 15. The file is saved



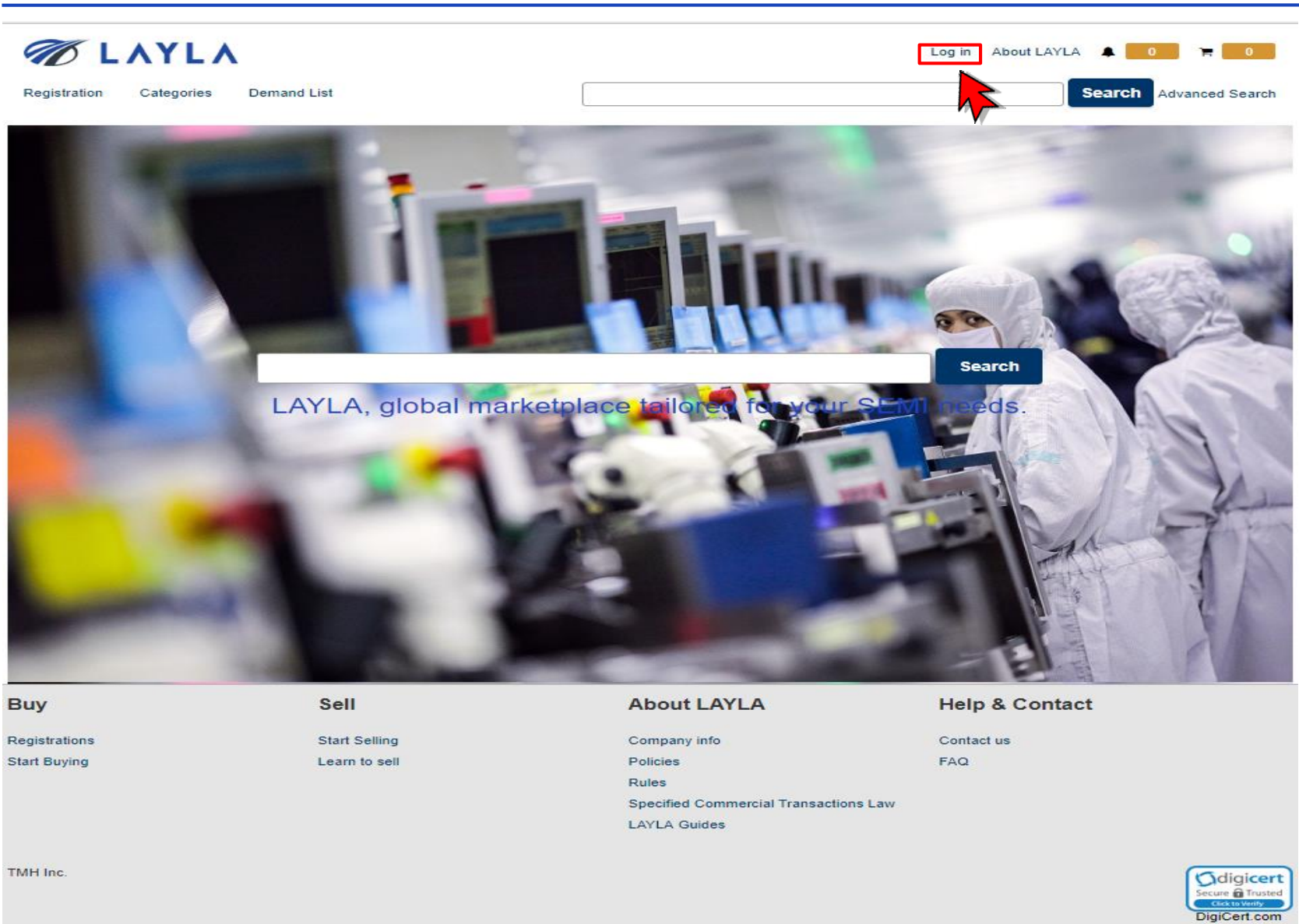
Step 16. *Please avoid editing the item data in the csv. file itself. It may cause the change in data fields and the upload may not be reflected properly.

When you need to edit the item data, edit the data in the excel format. When completed, save it as csv. format again.

1	Seller SKU	Part num	Model num	Item name	Part manu	Tool manu	Tool name	Process	Wafer size	Serial num	Condition	Shipping	Payment	Return Po	Warranty	Warranty	Ship from	Transport	Freight co	Freight co	Freight co	Freight co	Freight co	Freight co	Freight co	Freight co	Freight co	Freight co	Freight co
2	SAMPLE0C0010-7026 -		5-PHASE S-	AMAT	-			20	30		120				2	1	392	1	0	0	0	0	0	0	0	0	0	50	
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3. Upload the “LAYLA_Bulk_Upload_Template” to LAYLA-EC.COM

Step 1. Login to your seller account



The screenshot shows the LAYLA website homepage. At the top left is the LAYLA logo. To the right of the logo are navigation links: "Registration", "Categories", and "Demand List". Further right are "Log in" (highlighted with a red box), "About LAYLA", a notification bell icon with "0", and a shopping cart icon with "0". Below these is a search bar with a "Search" button and a link to "Advanced Search". A red arrow points to the search bar. The main content area features a large image of a semiconductor factory with workers in cleanroom suits. Overlaid on this image is a search bar and a "Search" button. Below the image is the text "LAYLA, global marketplace tailored for your SEMI needs." The footer is divided into four columns: "Buy" (with links for Registrations and Start Buying), "Sell" (with links for Start Selling and Learn to sell), "About LAYLA" (with links for Company info, Policies, Rules, Specified Commercial Transactions Law, and LAYLA Guides), and "Help & Contact" (with links for Contact us and FAQ). The footer also includes "TMH Inc." and a DigiCert logo.

Step 2. Enter your registered email address and password

LAYLA

Registration Categories Demand List

Log in About LAYLA 0 0

Search Advanced Search

Log in

Sign up

[Register](#)

Log in

Email Address *
customer.support@layla-ec.com

Password *
.....

stay signed in

[Can't log in?](#)

[Log In](#)

[Back to Home](#)

Buy

- Registrations
- Start Buying

Sell

- Start Selling
- Learn to sell

About LAYLA

- Company info
- Policies
- Rules
- Specified Commercial Transactions Law
- LAYLA Guides

Help & Contact

- Contact us
- FAQ

TMH Inc.

digicert
Secure Trusted
Click to Verify
DigiCert.com

LAYLA

Step 3. Click “Product information bulk registration” from “Seller Menu” on “My Layla”

Registration Categories Demand List Sell

My LAYLA About LAYLA 0 0

Search Advanced Search

>> My Page

- Check purchase history
- Check emails 0
- Wish List
- Submit Demand information
- Check supply status 0
- Change newsletter settings
- Change customer information
- Edit alternative address

> Seller Menu

- Check order history
- Product Information registration
- Product Information bulk registration**
- Product image registration
- Search registered items
- Check Demand information list
- PayPal API information registration
- Log out

Sales history list

Sorted by : Time: from newest to oldest

Display number : 50

Select all **Invoice batch output** **Advanced Search**

Output invoice

Date of sales : 21-May-2018
Invoice number :
Invoice status : Delivered

Total Amount : 1,000,000

Shipment notification **Buyers Rating** **Cancel sales**

Item Name	Condition	Warranty	Part Number	Model Number	Delivery
PCB ASSEMBLY VME P2 BACKPLANE	OEM: Used Refurbished by manufacturer	21 DAYS after shipped	0100-00430		Ship within 5 DAYS after payment received

Output invoice

Date of sales : 09-May-2018
Invoice number :
Invoice status : Delivered

Total Amount : 1,000,000

Shipment notification **Buyers Rating** **Cancel sales**

Item Name	Condition	Warranty	Part Number	Model Number	Delivery
Novellus Vector Pedestal Heater for 300mm	OEM: Used As-Is, Unknown	No warranty	02-298157-00 rev.3	-	Ship within 3 DAYS after payment received

Step 4. Click “Browse...” *Tick “Leave the first line blank for space of headline” when applicable

Bulk product registration

Product information will be added in bulk. Current product number will be updated.

Leave the first line blank for space of headline

Bulk product registration file name

[Bulk product registration guideline](#)

If the first line of the csv. file is for title (template itself has the first line for title), tick the “Leave the first line blank for space of headline” checkbox.

	A	B	C	D	E	F	G	H	I
1	Seller SKU code	Part number	Model number	Item name	Part manufacturer	Tool manufacturer	Tool name	Process	Wafer size
2	SAMPLE00001	0010-70264	-	5-PHASE ST	-	AMAT	-	20	30
3									
4									
5									
6									
7									
8									
9									

Step 5. Select the file (csv. format) and click “Open”

The screenshot shows the LAYLA website interface. At the top, there is a navigation bar with the LAYLA logo, user information (My LAYLA, About LAYLA), and notification icons (1 email, 0 items). Below the navigation bar are links for Registration, Categories, Demand List, and Sell, along with a search bar and a 'Search' button. The main content area is titled 'Bulk product registration' and includes a 'Browse...' button. An 'Open' file dialog is overlaid on the page, showing a list of files. The file 'Copy of LAYLA_BulkUpload_Template_v.1.6.csv' is selected and highlighted with a red box. The 'Open' button at the bottom of the dialog is also highlighted with a red box and a red mouse cursor. Below the dialog is a blue 'Register' button. The footer contains sections for 'Buy', 'Sell', 'About LAYLA', and 'Help & Contact', along with the TMH Inc. logo and DigiCert.com.

Buy

- Registrations
- Start Buying

Sell

- Start Selling
- Learn to sell

About LAYLA

- Company info
- Policies
- Rules
- Specified Commercial Transactions Law
- LAYLA Guides

Help & Contact

- Contact us
- FAQ

TMH Inc.

DigiCert.com

Step 6. Selected file (csv. format) name is appeared and click "Register"

The screenshot shows the LAYLA website interface. At the top, there is a navigation bar with the LAYLA logo, links for 'My LAYLA', 'About LAYLA', and notification icons for 1 email and 0 items. Below the navigation bar, there are tabs for 'Registration', 'Categories', 'Demand List', and 'Sell'. A search bar is present with a 'Search' button and a link to 'Advanced Search'. On the left side, there is a sidebar with a 'My Page' section containing links like 'Check purchase history', 'Check emails' (with a '1' notification), 'Wish List', 'Submit Demand information', 'Check supply status' (with a '0' notification), 'Change newsletter settings', 'Change customer information', and 'Edit alternative address'. Below this is a 'Seller Menu' section with links like 'Check order history', 'Product Information registration', 'Product Information bulk registration', 'Product image registration', 'Search registered items', 'Check Demand information list', 'PayPal API information registration', and 'Log out'. The main content area is titled 'Bulk product registration' and contains the text: 'Product information will be added in bulk. Current product number will be updated.' Below this, there is a checkbox labeled 'Leave the first line blank for space of headline' which is checked. There is a 'Bulk product registration' section with a 'Browse...' button and a file selection box containing 'Copy of LAYLA_BulkUpload_Template_v.1.6.csv'. A 'Bulk product registration guideline' link is also present. At the bottom of the main content area, there is a large blue 'Register' button with a red border and a mouse cursor pointing to it. The footer of the page is divided into four columns: 'Buy' (with links for 'Registrations' and 'Start Buying'), 'Sell' (with links for 'Start Selling' and 'Learn to sell'), 'About LAYLA' (with links for 'Company info', 'Policies', 'Rules', 'Specified Commercial Transactions Law', and 'LAYLA Guides'), and 'Help & Contact' (with links for 'Contact us' and 'FAQ'). The footer also includes 'TMH Inc.' and 'DigiCert.com'.

Step 7. Click “Register” again and the bulk upload job is started. The bulk upload result notification is sent to registered e-mail address shortly

The bulk upload job batch runs every five minutes.

The screenshot displays the LAYLA website interface. At the top, the LAYLA logo is on the left, and navigation links for 'My LAYLA' and 'About LAYLA' are on the right. Below the logo, there are menu items: 'Registration', 'Categories', 'Demand List', and 'Sell'. A search bar is present with a 'Search' button and a link to 'Advanced Search'. On the left side, there is a 'My Page' section with various user actions like 'Check purchase history', 'Check emails' (with a notification badge '1'), 'Wish List', 'Submit demand information', 'Check supply status' (with a notification badge '0'), 'Change newsletter settings', 'Change customer information', and 'Edit alternative address'. Below that is a 'Seller Menu' with options like 'Check order history', 'Product Information registration', 'Product Information bulk registration', 'Product image registration', 'Search registered items', 'Check demand information list', 'PayPal API information registration', and 'Log out'. The main content area is titled 'Bulk product registration' and contains the text: 'Product information will be added in bulk. Current product number will be updated.' Below this, there is a checkbox labeled 'Leave the first line blank for space of headline' which is checked. A file upload field for 'Bulk product registration' shows a 'Browse...' button and the filename '201806131421273042.csv'. A 'Bulk product registration guideline' link is also visible. A modal dialog box is centered on the screen, asking 'Do you wish to register this product information?' with two buttons: 'Cancel' (red) and 'Register' (blue). A red box highlights the 'Register' button, and a red mouse cursor is pointing at it. The footer of the page is divided into four columns: 'Buy' (with links for Registrations and Start Buying), 'Sell' (with links for Start Selling and Learn to sell), 'About LAYLA' (with links for Company info, Policies, Rules, Specified Commercial Transactions Law, and LAYLA Guides), and 'Help & Contact' (with links for Contact us and FAQ). The footer also includes 'TMH Inc.' on the left and 'DigiCert.com' on the right.

Step 8. Your bulk upload job is processing

LAYLA My LAYLA About LAYLA 1 0

Registration Categories Demand List Sell

Search Advanced Search

>> My Page

- Check purchase history
- Check emails 1
- Wish List
- Submit demand information
- Check supply status 0
- Change newsletter settings
- Change customer information
- Edit alternative address

> Seller Menu

- Check order history
- Product Information registration
- Product Information bulk registration
- Product image registration
- Search registered items
- Check demand information list
- PayPal API information registration
- Log out

Product information has been registered.

Processing result will be sent to registered e-mail address.

[Back to my page](#)

If the bulk upload result notification e-mail is not sent within 20 minutes or so, please contact **LAYLA Customer Support Team:**

- ✉ customer@layla-ec.com
- ☎ +81-97-576-7262

Buy

- Registrations
- Start Buying

Sell

- Start Selling
- Learn to sell

About LAYLA

- Company info
- Policies
- Rules
- Specified Commercial Transactions Law
- LAYLA Guides

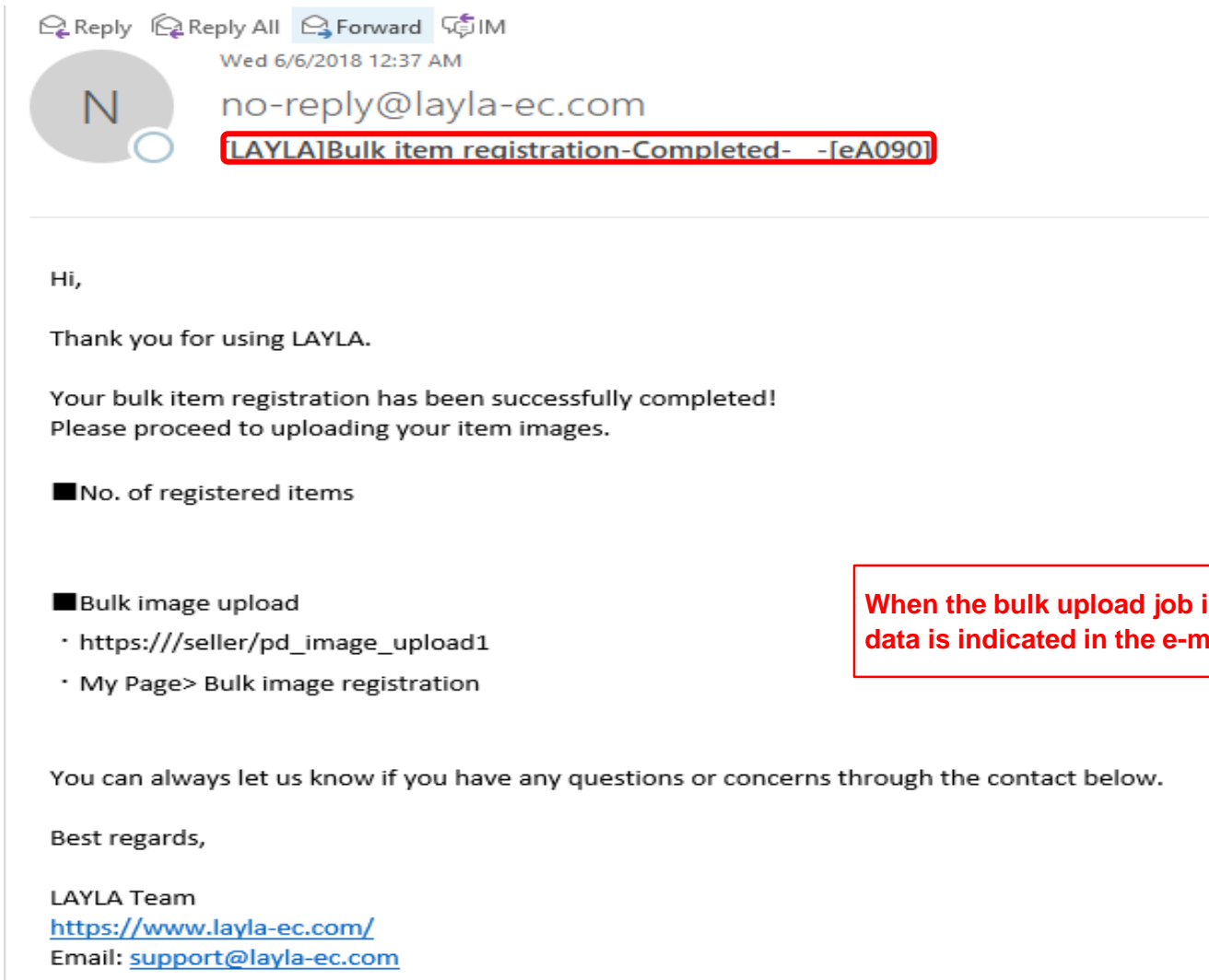
Help & Contact

- Contact us
- FAQ

TMH Inc.

DigiCert.com

Step 9. The bulk upload result notification e-mail is sent to your registered e-mail address



4. APPENDIX

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
1	Seller SKU code	○	○	Half-width alphanumeric	50	SKU (Stock-Keeping Unit) code is to particularly identify the listed item. SKUs can be defined by sellers or automatically numbered if not defined. ※When individual number for each item is necessary, SCU is frequently used to link with seller's inventory management system in the case of large-quantity items' listing.
2	Part number	△		Half-width alphanumeric	80	Part Number that is numbered by tool manufacturer Either Part number or model number is required
3	Model number	△		Half-width alphanumeric	80	Model name specified by each manufacturer Either Part number or model number is required
4	Item name	○		All	80	Name of certain item

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
5	Part manufacturer	<input type="radio"/>		Half-width alphanumeric	80	Name of Parts Manufacturer
6	Tool manufacturer	<input type="radio"/>		Half-width alphanumeric	80	Name of Tool Manufacturer
7	Tool name	<input type="radio"/>		All	255	Model name of particular tool
8	Process (Process of manufacturing semiconductors products)	<input type="radio"/>		Half-width numbers	255	10:ETCH (DRY)
						20:CVD
						30:IMPLA
						40:PVD (METAL)
						50:METROLOGY (IQC)
						60:CMP
						70:LITHO
						80:ETCH (WET)
						90:HOT (LP-CVD, DIFFUSION, RTP)
						100:EPI
						110:TEST
						120:ASSEMBLY
900:-						
						"," Multiple specifications can be specified as a delimiter ex.1,2,4,7

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
9	Wafer size (Size of wafer used/processed on semiconductor manufacturing tool)	○		Half-width numbers	255	10:6inch(150mm)
						20:8inch(200mm)
						30:12inch(300mm)
						80:unknown
						90:other
						", "More than one can be specified as a delimiter ex.1,2,4,5
						※ When registered as blank, initial value "5" is set.
10	Serial number			Half-width alphanumeric	255	Individual number for identifying product individually

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
11	Condition ID	○		Half-width number	10	110: OEM New (New item) 120: OEM OPM New (New item manufactured by Original Parts Manufacturer with different marking and label) 130: OEM Used O/H by manufacturer (refurbished by original manufacturer) 140: OEM (Used item) O/H by 3rd party(O/H by non-original manufacturer) 150: OEM (Used item) Tested(Used and tested) 160: OEM Used Working, Untested (Used item) Working, Untested (Taken out from working tool, untested) 170: OEM Used As-Is, Unknown 210: 3rd New 220: 3rd Used O/H by manufacturer 230: 3rd Used O/H by 3rd party 240: 3rd Used and Tested 250: 3rd Used Working, Untested (Used item) Working, Untested (Taken out from working tool, untested) 260: 3rd Used As-Is, Unknown

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
12	Condition Description			All	1000	Supplementary description of item condition
13	Shipping Policy			All	1000	Supplementary information about shipping methods
14	Payment Policy			All	1000	Supplementary information about payment methods
15	Return Policy			All	1000	Supplementary information about return
16	Warranty	○		Half-width number	4	Warranty period The initial value is set to "0" A certain promise by seller to offer free repair, replace or refund to buyer when product develops a fault under a proper operating manner within a particular period of time.
17	Warranty Definition	○		Half-width number	1	1: days after shipped 2: days after received 3: days after installation 4: No warranty Definition of warranty period. The initial value is set as "1"
18	Ship from Country (Country of shipment origin)	○		Half-width number	3	Enter country name to ship product with 3 letter as country code Ex) 156(China), 158(Taiwan),410(Korea), 392(Japan), 840(US)
19	Transportation	○		Half-width number	1	1: Flat: same cost to all buyers 2: Free: Free shipping 3: Calculated: Cost varies by buyer location

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
20	Freight costs calculated US	<input type="radio"/>		Half-width number	10	The freight cost entered is effective when "3" is entered in "Transportation." The freight cost must be entered as "0", when "1" or "2" is entered in "Transportation" ※ This field is mandatory. Two decimal places are available
21	Freight costs calculated China	<input type="radio"/>		Half-width number	10	The freight cost entered is effective when "3" is entered in "Transportation." The freight cost must be entered as "0", when "1" or "3" is entered in "Transportation" ※ This field is mandatory. Two decimal places are available
22	Freight costs calculated Taiwan	<input type="radio"/>		Half-width number	10	The freight cost entered is effective when "3" is entered in "Transportation." The freight cost must be entered as "0", when "1" or "4" is entered in "Transportation" ※ This field is mandatory. Two decimal places are available
23	Freight costs calculated Korea	<input type="radio"/>		Half-width number	10	The freight cost entered is effective when "3" is entered in "Transportation." The freight cost must be entered as "0", when "1" or "5" is entered in "Transportation" ※ This field is mandatory. Two decimal places are available

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
24	Freight costs calculated Japan	○		Half-width number	10	The freight cost entered is effective when "3" is entered in "Transportation." The freight cost must be entered as "0", when "1" or "6" is entered in "Transportation" ※ This field is mandatory. Two decimal places are available
25	Freight costs calculated Other	○		Half-width number	10	The freight cost entered is effective when "3" is entered in "Transportation." The freight cost must be entered as "0", when "1" or "7" is entered in "Transportation" ※ This field is mandatory. Two decimal places are available
26	Freight costs calculated Domestic	○		Half-width number	10	The freight cost entered is effective when "3" is entered in "Transportation." The freight cost must be entered as "0", when "1" or "8" is entered in "Transportation" ※ This field is mandatory. Two decimal places are available

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
27	Freight costs calculated country1			Half-width number	3	Enter any shipping country code.
28	Freight costs calculated delivery fee1	△		Half-width number	10	Required if the Freight costs calculated country1 has been input.
29	Freight costs calculated country2			Half-width number	3	Enter any shipping country code
30	Freight costs calculated delivery fee2	△		Half-width number	10	Required if the Freight costs calculated country2 has been input.
31	Freight costs calculated country3			Half-width number	3	Enter any shipping country code
32	Freight costs calculated delivery fee3	△		Half-width number	10	Required if the Freight costs calculated country3 has been input.
33	Freight costs calculated country4			Half-width number	3	Enter any shipping country code
34	Freight costs calculated delivery fee4	△		Half-width number	10	Required if the Freight costs calculated country4 has been input.
35	Freight costs calculated country5			Half-width number	3	Enter any shipping country code

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
36	Freight costs calculated delivery fee5	△		Half-width number	10	Freight cost for the country5 entered. Required if "Freight costs calculated country1" is entered.
37	Freight costs calculated country6			Half-width number	3	Enter any country code for freight cost calculation
38	Freight costs calculated delivery fee6	△		Half-width number	10	Freight cost for the country6 entered. Required if "Freight costs calculated country1" is entered.
39	Freight costs calculated country7			Half-width number	3	Enter any country code for freight cost calculation
40	Freight costs calculated delivery fee7	△		Half-width number	10	Freight cost for the country7 entered. Required if "Freight costs calculated country1" is entered.
41	Freight costs calculated country8			Half-width number	3	Enter any country code for freight cost calculation
42	Freight costs calculated delivery fee8	△		Half-width number	10	Freight cost for the country8 entered. Required if "Freight costs calculated country1" is entered.
43	Freight costs calculated country9			Half-width number	3	Enter any country code for freight cost calculation

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
44	Freight costs calculated delivery fee 9	△		Half-width number	10	Freight cost for the country9 entered. Required if "Freight costs calculated country1" is entered.
45	Freight costs calculated country10			Half-width number	3	Enter any country code for freight cost calculation
46	Freight costs calculated delivery fee 10	△		Half-width number	10	Freight cost for the country10 entered. Required if "Freight costs calculated country1" is entered.
47	Freight costs	○		Half-width number	10	Flat shipping fee when "Flat same cost to all buyers" is selected for "Transportation".
48	Delivery	○		Half-width number	4	Days required for shipping after received order
49	Delivery service			Half-width alphanumeric	50	Days required for delivery
						1: First class service (1 to 3 business days)
						2: Express service (1 to 5 business days)
						3: Standard service (1 to 9 business days)
						4: Economy service (more than 10 business days)

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
50	Delivery Note			All	255	Describe special notes related to delivery, such as delivery outside region, shipping method, shipping costs etc.
51	Category1			Array format	50	Major category of items. It is set automatically by setting the Category2
52	Category2	<input type="radio"/>		Array format	50	Subcategory of items (belongs to major item categories)
53	Disp list flg	<input type="radio"/>		Half-width number	1	0:Not Display
						1:Display
54	Active SKU flag	<input type="radio"/>		Half-width number	1	0:Soft Delete
						1: Active
55	Domestic price	<input type="radio"/>		Half-width number	20	USD decimal point 2 digit display In the United States, Taiwan domestic, Korean domestic, etc., if you want to sell your product by eliminating the consumption tax and display it as tax-included price

APPENDIX: The details of “LAYLA_BulkUpload_Template” data fields

SEC	Item name	Required	Unique	Character type	Number of characters	Remarks
56	Price	○		Half-width number	20	USD decimal point 2 digit is displayed International selling price ※ When seller answers Supply to Demand, Supply Price should not be lower than 90% of Demand Price's lower limit.
57	Keyword			All	255	Enter keywords separated by commas (,) Keywords when Buyers use to search for items ※ Register keywords that you wish to be tracked on Buyer's search results (e.g.: OEM NEW, same day shipping possible etc.)
58	Description	△		All	10000	Detailed description of the item
59	Item Spec	△		All	1000	Detailed description of the item Spec
60	Quantity	○		Half-width number	10	Quantity of sellable items