

# STOCK ROTATION USER GUIDE

# STEP BY STEP

**ACCESS  
STOCK  
ROTATION  
CONSOLE**

**ACCESS VIA THE B2B  
(PENTLAND CONNECT)**



**ADD AN ITEM TO A  
REQUEST**



**REVIEW & SUBMIT  
YOUR REQUEST**



**CONFIRMATION &  
ADD UPLIFT METHOD**



**RETURN PROCESSED  
& CREDITED**

STOCK ROTATION CAN BE FOUND UNDER "MY ACCOUNT" ON PENTLAND CONNECT



B2B/Header

Welcome Back, **Shilpa K**   **My Account**   Sign Out

My Company	Quick Order	Order Management	Brand Resources	My Details	Support
Invoices / Credit	Input Barcode Upload Order File	Order History <b>Stock Rotation</b> My Saved Baskets Open Order Amendments Warranty Returns Forward Orders	Brand Portal Berghaus Downloads Canterbury Downloads Endura Downloads Mitre Downloads Speedo Downloads Kickers Downloads	Personal Details Email Address Reset Password Sizing Preference Ship To Addresses Show / Hide Prices	Raise Support Ticket FAQs Contact Us

Pentland   Berghaus   Canterbury   Endura   Mitre   Speedo   Kickers   Clearance

Search...     1044   £0.00

## Stock Rotation

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempo

**UNDER  
"NEW STOCK ROTATION  
REQUEST"  
THERE ARE THREE DIFFERENT  
WAYS TO ADD ITEMS TO YOUR  
STOCK ROTATION REQUEST**

The screenshot shows a web interface for 'Stock Rotation'. At the top, there is a dark navigation bar with three links: 'New Stock Rotation Request' (underlined), 'View Submitted', and 'Help & FAQs'. Below this is a main content area with a white background. On the left, there is a prominent blue button labeled 'Add items'. To its right is a grey button labeled 'View Current Request' with a white circle containing the number '0'. Below these buttons, the text reads 'Select how you would like to add items to your stock rotation request'. Underneath this text are three grey buttons: 'List of All Qualifying Items', 'Import List', and 'Scanner'. Each of these three buttons is circled in blue. There are also blue lines and a circle in the upper right corner of the screenshot area, possibly indicating a scroll or zoom action.



**CLICK THE OPTIONS TO FIND  
OUT MORE**

## LIST OF QUALIFYING ITEMS METHOD

## Stock Rotation

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempo

New Stock Rotation Request | View Submitted | Help & FAQs

**Add items** View Current Request **0**

Select how you would like to add items to your stock rotation request



List of All Qualifying Items Import List Scanner

Search All Qualifying Items

Search Qualifying Items... Search

[Download CSV file of qualifying items](#)

Sort By Days Left

PRODUCT	ROTATION DETAIL	ADDED	MAX	QUANTITY	
 HILLMASTER II GORE-TEX TECH BOOT - MENS, BRN/BRN - 7 421603BJ8 EAN: 5052071926180	40 Days Left 1 valid until 30 Nov 2022	0	1	0	Add
 HILLWALKER IA SHELL JKT AF, DKPNK/DKPNK - 8 422245BRZ EAN: 5052071963093	48 Days Left 23 valid until 08 Dec 2022	0	23	0	Add

< 1 >

USE THE SEARCH BAR TO FIND ALL QUALIFYING ITEMS

ENTER THE DESIRED QUANTITY YOU WANT TO RETURN & CLICK ADD. THE MAX YOU CAN RETURN IS MENTIONED IN THE MAX BOX

## IMPORT LIST METHOD

### Stock Rotation

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempo

[New Stock Rotation Request](#) | [View Submitted](#) | [Help & FAQs](#)

Add items

View Current Request **0**

Select how you would like to add items to your stock rotation request

List of All Qualifying Items

Import List

Scanner

UPLOAD AN CSV EXCEL FILE  
HERE

#### Import a list of SKUs for rotation

Upload a list of items

UPLOAD A CSV FILE

Download An Excel Template

Enter a list of items

Enter a SKU/EAN here...

For example:  
505555555555,4

#### How to Import

- Each different size should have it's own line
- The format should be SKU followed by quantity separated by a comma, for example:

505555555555,4

505555555555,2

You can either:

- Upload an CSV file (Column A: SKU, Column B: Quantity)
- Cut and paste from Excel
- Type a SKU and the quantity

MANUALLY ENTER THE EAN  
NUMBERS SEPERATED BY  
COMMAS HERE

## SCANNER METHOD

### Stock Rotation

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempo

New Stock Rotation Request | View Submitted | Help & FAQs

Add items

View Current Request 0

### Select how you would like to add items to your stock rotation request

List of All Qualifying Items | Import List | **Scanner**

#### Use a scanner to add items

I'm scanning and manually amending the quantity

**How to Scan:**

**Option 1 Automatic quantity on scanning**

- Please scan the barcode on items you want to return under stock rotation
- These items will be added to the Current Request Tab at the top (provided that they are eligible for stock rotation)
- Once you have finished scanning please check that all quantities are correct
- Submit your stock rotation request when ready

**Option 2 Manually amending quantity**

- Make sure you have ticked the "I'm scanning and manually amending the quantity" tick box
- Please scan the barcode on items you want to return under stock rotation
- Amend the quantity of the scanned items and add to your request via the "Add to request" button
- These items will be added to the Current Request Tab at the top (provided that they are eligible for stock rotation)
- Submit your stock rotation request when ready

## Stock Rotation

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempo




CLICK **VIEW CURRENT REQUEST** TAB TO REVIEW THE ITEMS YOU HAVE ADDED

New Stock Rotation Request | View Submitted | Help & FAQs

Add Items **View Current Request 20**

### Your Current Request

Displaying 5 of 5 items Sort By Days Left

PRODUCT	ROTATION DETAIL	ADDED	MAX	QUANTITY	UPDATE	REMOVE
 ACTIVITY PT IA FL JKT AM BLK/BLK, BLK/BLK - M 422250BP6 EAN: 3052071955234	626 Days Left 19 valid until 22 Nov 2024	5	19	0	Update	✕
 M CUILLIN INSULATED HOODY BLK/GRY, BLK/GRY - XL 4A001492CX3 EAN: 3054773090413	626 Days Left 48 valid until 22 Nov 2024	5	48	0	Update	✕
 KEMBER VENTED SHELL JKT AM BLK/BLK, BLK/BLK - XL 4A001032BP6 EAN: 3054773356548	626 Days Left 98 valid until 22 Nov 2024	5	98	0	Update	✕

IF ANY FURTHER AMENDMENTS ARE REQUIRED YOU CAN REMOVE OR UPDATE QUANTITIES HERE

PRESS SUBMIT REQUEST TO CONFIRM YOUR STOCK ROTATION

Clear All Items

**Submit Request**



## Stock Rotation

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod temp

**ONCE YOU HAVE SUCCESSFULLY SUBMITTED YOUR STOCK ROTATION REQUEST YOU WILL RECEIVE YOUR SRN NUMBER & AN EMAIL WITH INSTRUCTIONS ON HOW TO SEND YOUR ITEMS**

**A PDF CAN BE DOWNLOADED HERE**

**CLICK [VIEW SUBMITTED STOCK ROTATION REQUESTS](#) TO ADD YOUR DISPATCH DETAILS**

[New Stock Rotation Request](#) | [View Submitted](#) | [Help & FAQs](#)

[Add items](#) [View Current Request](#)

**Success! You have submitted your request SRN 00345622**

**Items Submitted**

[Print or save PDF version](#)

PRODUCT	EAN	QUANTITY
HILLWALKER IA SHELL JKT AF - 8	5052071963093	2

**What Happens Next**

You will receive an email from us with lots of useful information:

- Your stock rotation number (SRN)
- Instructions on how to pack & send your items
- Returns address
- T&Cs

Once we receive your stock rotation items, your credit will be automatically added to your account.

[View Submitted Stock Rotation Requests](#)

## Stock Rotation

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempo

**FILTER TO THE REQUIRED STOCK ROTATION REQUEST USING THE SRN OR DATE FILTERS**

[New Stock Rotation Request](#) | [View Submitted](#) | [Help & FAQs](#)

STOCK ROTATION NUMBER:  FROM DATE:  TO DATE:

[Search](#) [Reset All](#)

10 - 10 of 10 requests Sort by DATE PLACED ASCENDING

STOCK ROTATION NUMBER	BRAND	STATUS	DATE	QUANTITY	ACTION NEEDED
<a href="#">00344639</a>	Berghaus	SUBMITTED	07 Oct 2022	5	None
<a href="#">00344642</a>	Berghaus	SUBMITTED	10 Oct 2022	5	None
<a href="#">00344645</a>	Berghaus	SUBMITTED	10 Oct 2022	2	None
<a href="#">00344648</a>	Berghaus	SUBMITTED	10 Oct 2022	1	None
<a href="#">00344651</a>	Berghaus	SUBMITTED	12 Oct 2022	1	None
<a href="#">00344674</a>	Berghaus	SUBMITTED	17 Oct 2022	2	None
<a href="#">00344677</a>	Berghaus	SUBMITTED	17 Oct 2022	5	None
<a href="#">00344680</a>	Berghaus	SUBMITTED	17 Oct 2022	2	<a href="#">Add Dispatch Details</a>

**ADD ANY STOCK ROTATIONS THAT REQUIRE DISPATCH DETAILS BY CLICKING [ADD DISPATCH DETAILS](#)**

# Stock Rotation

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempo

**FILL IN YOUR STOCK ROTATION  
DESPATCH DETAILS INCLUDING  
UPLIFT/SELF DELIVERY &  
NUMBER OF BOXES & PRESS  
SUBMIT**

[New Stock Rotation Request](#) | [View Submitted](#) | [Help & FAQs](#)

[Back](#)

### SRN 00344680

#### Add Your Dispatch Details

Please confirm the number of boxes and your preferred shipping method

REF	RETURN METHOD	BOX QUANTITY	TYPE	
00344680	<input checked="" type="radio"/> Uplift Collection <input type="radio"/> Self Delivery	No of boxes <input type="text" value="1"/>	Stock Rotation	<input type="button" value="Submit"/>

**1**  
2  
3  
4  
5  
6  
7  
8  
9  
10

**Rotation Details**

Status: SUBMITTED  
Items: 2 Items:

PRODUCT	SKU	QUANTITY
null, 8 - DkPNK/DkPNK	5052071963093	2

# PENTLAND CONNECT STOCK ROTATION- RETURN PROCESSED & CREDITED



VISIT MY ACCOUNT & INVOICES/CREDIT PAGE TO VIEW YOUR STOCK ROTATION CREDIT

02B/Header

Welcome Back, Shilpa K **My Account** Sign Out



- My Company**
  - Invoices / Credit
- Quick Order**
  - Input Barcode
  - Upload Order File
- Order Management**
  - Order History
  - Stock Rotation
  - My Saved Baskets
  - Open Order Amendments
  - Warranty Returns
  - Forward Orders
- Brand Resources**
  - Brand Portal
  - Berghaus Downloads
  - Canterbury Downloads
  - Endura Downloads
  - Mitre Downloads
  - Speedo Downloads
  - Kickers Downloads
- My Details**
  - Personal Details
  - Email Address
  - Reset Password
  - Sizing Preference
  - Ship To Addresses
  - Show / Hide Prices
- Support**
  - Raise Support Ticket
  - FAQs
  - Contact Us

Pentland Berghaus Canterbury Endura Mitre Speedo Kickers Clearance

Search...   1044 £0.00

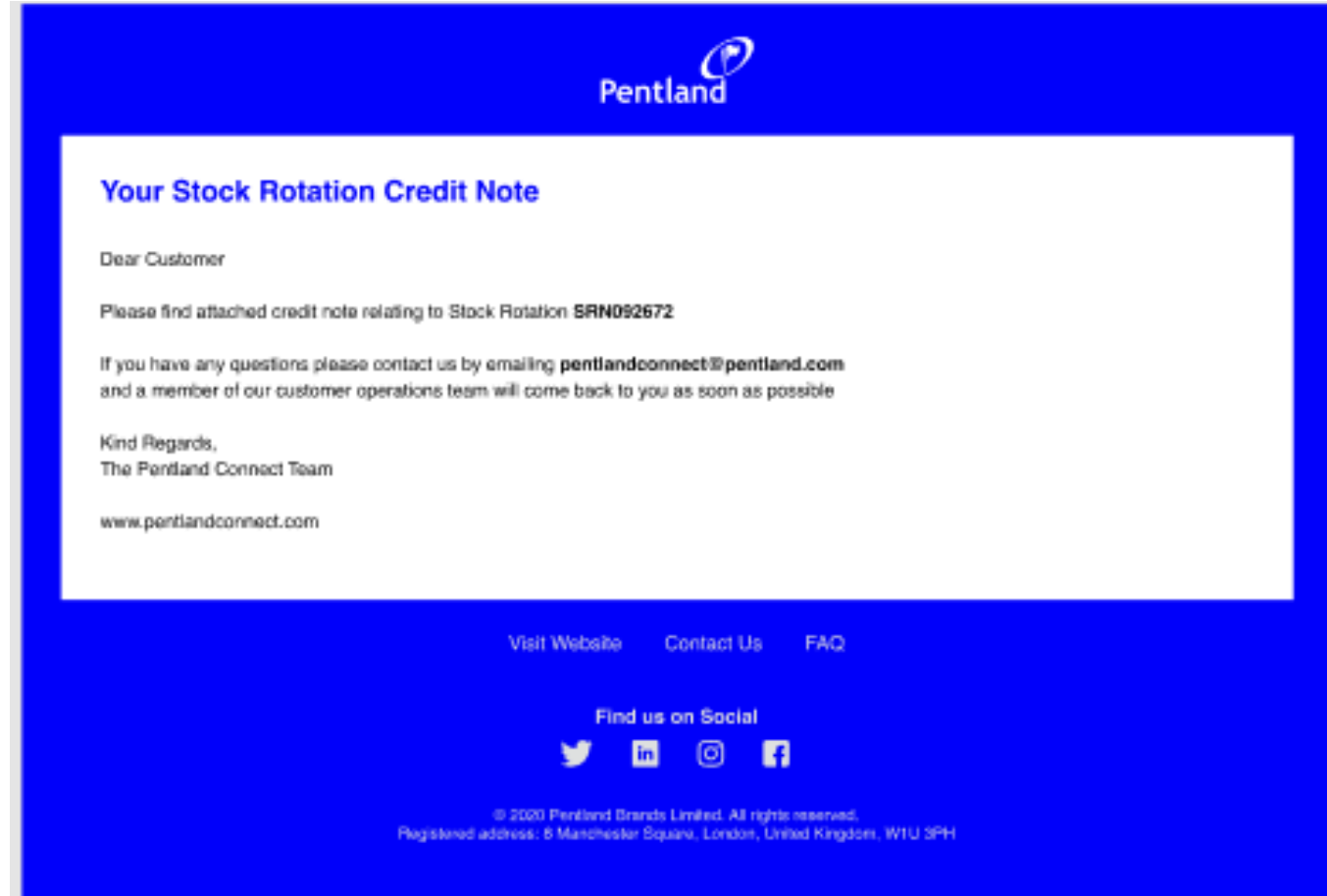
1 - 10 OF 104 DOCUMENTS

Sort by DOCUMENT DATE ASC ▾

DOCUMENT #	DOCUMENT TYPE	DOCUMENT DATE	DUE DATE	ORIGINAL AMOUNT	STATUS	ATTACHMENT
93243734	Credit Note	Jan 12, 2018	Mar 13, 2018	€60.00	Open	
93276668	Credit Note	Feb 2, 2018	Apr 3, 2018	€60.00	Open	

# **PENTLAND CONNECT STOCK ROTATION- RETURN PROCESSED & CREDITED**

**A CREDIT NOTE  
EMAIL WILL ALSO BE  
SENT TO YOU**



The image shows a screenshot of an email notification from Pentland. The email has a blue header with the Pentland logo. The main content is on a white background with a blue border. The subject line is "Your Stock Rotation Credit Note". The body of the email includes a greeting, a reference to a credit note (SRN092672), contact information for questions, a sign-off, and the website URL. At the bottom, there are links for "Visit Website", "Contact Us", and "FAQ", followed by social media icons for Twitter, LinkedIn, Instagram, and Facebook. The footer contains copyright information and the registered address.

**Pentland**

## Your Stock Rotation Credit Note

Dear Customer

Please find attached credit note relating to Stock Rotation **SRN092672**

If you have any questions please contact us by emailing [pentlandconnect@pentland.com](mailto:pentlandconnect@pentland.com) and a member of our customer operations team will come back to you as soon as possible

Kind Regards,  
The Pentland Connect Team

[www.pentlandconnect.com](http://www.pentlandconnect.com)

[Visit Website](#) [Contact Us](#) [FAQ](#)

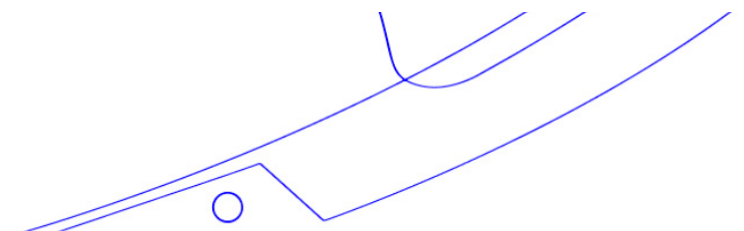
Find us on Social

[Twitter](#) [LinkedIn](#) [Instagram](#) [Facebook](#)

© 2020 Pentland Brands Limited. All rights reserved.  
Registered address: 6 Manchester Square, London, United Kingdom, W1U 3PH

## Stock Rotation

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempo

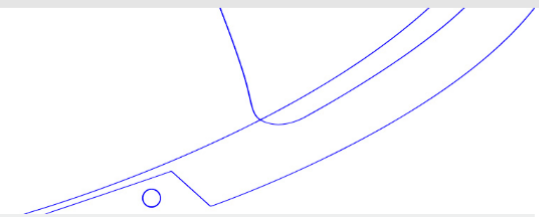


IF YOU NEED HELP PLEASE VISIT OUR HELP & FAQ PAGES ON THE STOCK ROTATION CONSOLE



[New Stock Rotation Request](#) | [View Submitted](#) | [Help & FAQs](#)

## Help & FAQs



[New Users](#) | [Returning Products](#) | [Account Details](#) | [Contact Us](#)

### New Users

Q. How do I raise a new Stock Rotation request?



Q. How do I get further help or advice?



### Returning Products