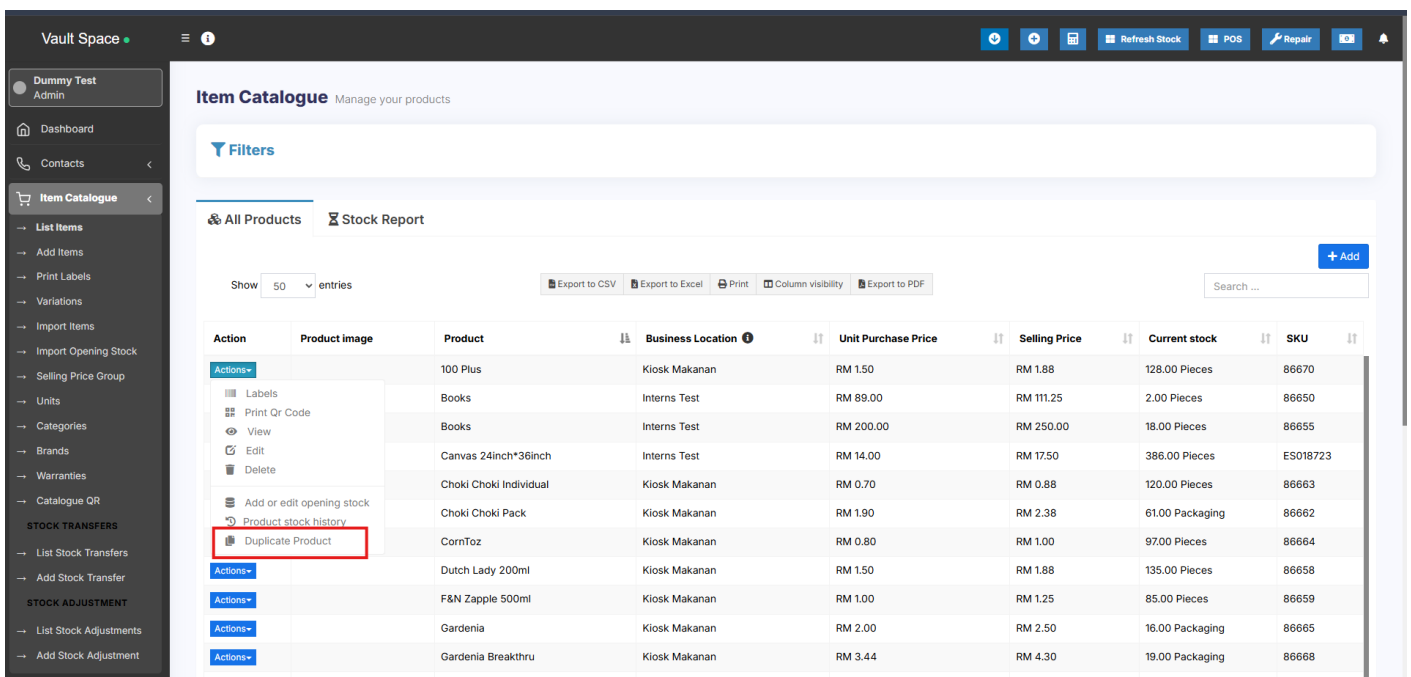


# Duplicate Product

Duplicate Products helps you to easily create a new product with the same data as another product, this helps you save repetitive entering of data and ultimately saves time by making the product entry process faster.

## Steps to Add a Duplicate Product

1. Go to **Products ? List Products**
2. Click on the **Actions** dropdown button next to the product you want to duplicate
3. Select the **Duplicate Product** option
4. A **duplicate product** will be created with the same details, which you can then modify as needed



The screenshot displays the 'Item Catalogue' interface in Vault Space. The page title is 'Item Catalogue Manage your products'. Below the title, there are filters and tabs for 'All Products' and 'Stock Report'. A search bar and a '+ Add' button are visible. The main content is a table of products with columns for Action, Product image, Product, Business Location, Unit Purchase Price, Selling Price, Current stock, and SKU. The 'Actions' dropdown menu for the first product is open, and the 'Duplicate Product' option is highlighted with a red box.

Action	Product image	Product	Business Location	Unit Purchase Price	Selling Price	Current stock	SKU
Actions		100 Plus	Kiosk Makanan	RM 1.50	RM 1.88	128.00 Pieces	86670
Labels		Books	Interns Test	RM 89.00	RM 111.25	2.00 Pieces	86650
Print Qr Code		Books	Interns Test	RM 200.00	RM 250.00	18.00 Pieces	86655
View		Canvas 24inch*36inch	Interns Test	RM 14.00	RM 17.50	386.00 Pieces	E5018723
Edit		Choki Choki Individual	Kiosk Makanan	RM 0.70	RM 0.88	120.00 Pieces	86663
Delete		Choki Choki Pack	Kiosk Makanan	RM 1.90	RM 2.38	61.00 Packaging	86662
Add or edit opening stock		CornToz	Kiosk Makanan	RM 0.80	RM 1.00	97.00 Pieces	86664
Product stock history		Dutch Lady 200ml	Kiosk Makanan	RM 1.50	RM 1.88	135.00 Pieces	86658
Duplicate Product		F&N Zapple 500ml	Kiosk Makanan	RM 1.00	RM 1.25	85.00 Pieces	86659
Actions		Gardenia	Kiosk Makanan	RM 2.00	RM 2.50	16.00 Packaging	86665
Actions		Gardenia Breakthru	Kiosk Makanan	RM 3.44	RM 4.30	19.00 Packaging	86668

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