



- 1** At the item level, click **“Add Digital Assets”** to begin the process. If there are no assets, **“No digital assets uploaded”** will display.
- 2** Select an image(s) using **“Select Files”**.
- 3** Once the appropriate image is selected click **“Upload Assets”**. Once you see the **“Upload Complete”** message, select **Save**, then **Close**.



Primary Image ← **5**

Type of Information	Product Image
Uniform Resource Identifier	https://dam.preprod.catalog.1worldsync.c
File Name	Gummies.JPG
File Format Name	JPG
File Version	1
File Effective Start Date (MM/DD/YYYY)	<input type="text"/>

- 4** Click the **edit icon** to populate the metadata for the image.
- 5** Fill in Primary Image selection, if applicable, and the rest of the metadata attributes. **Save** and **Close**.

**Note:** For GDSN users, digital assets should be loaded directly into your GDSN data pool, not in Product Introduction (PI). When you publish to the Albertsons GLN the digital assets will synchronize to Product Introduction and be visible in PI.

