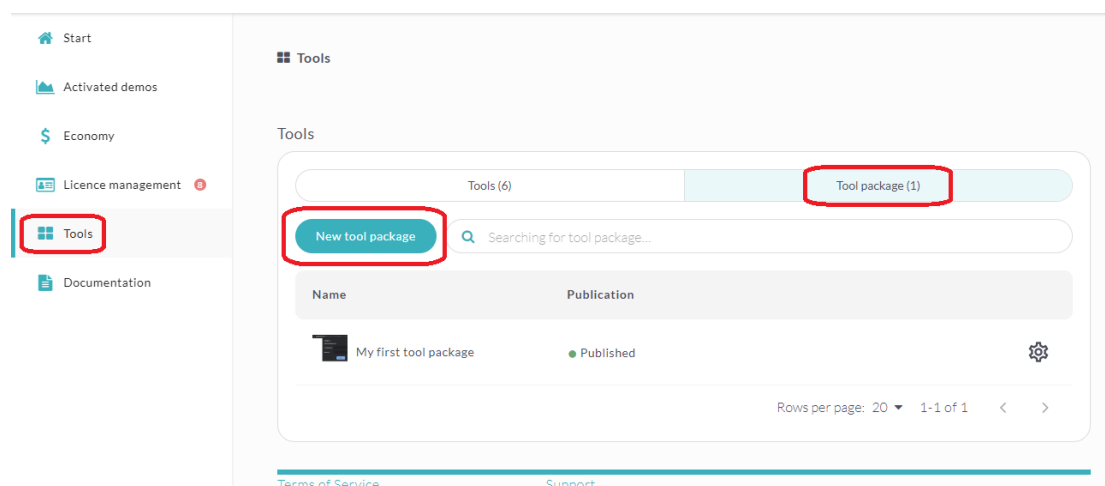


Create tool package

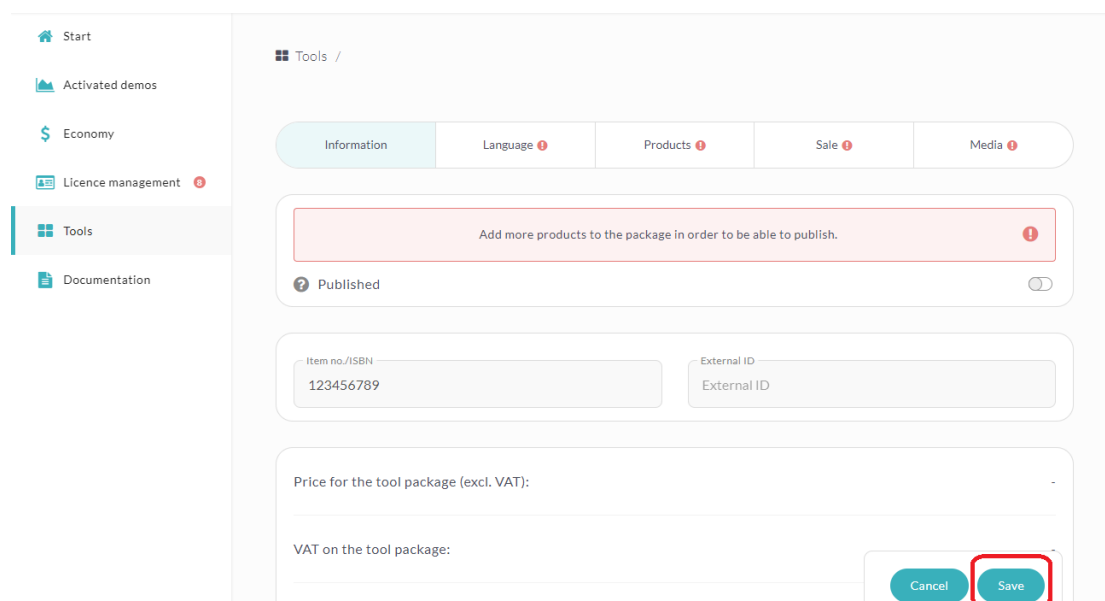
Ulf Kronsell - 2024-04-15 - [Tool package](#)

1. In the left menu, click **Tools**, then click the **Tool package** tab. Click **New package**.



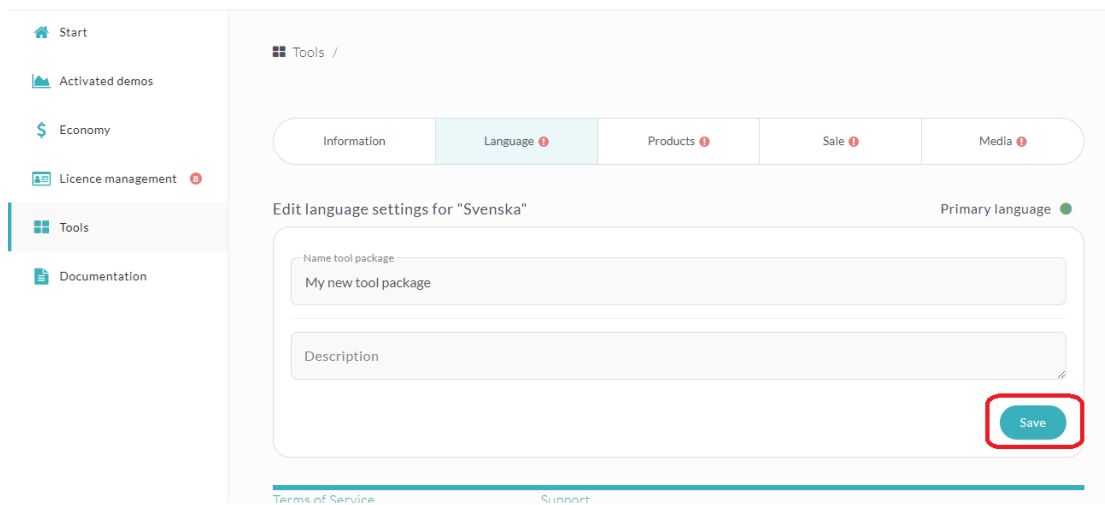
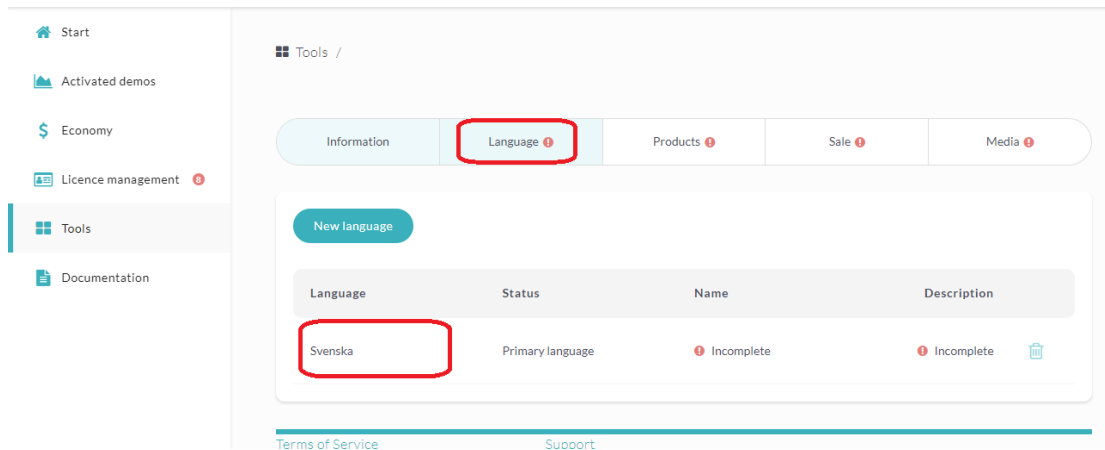
The screenshot shows the SKOLON interface. On the left sidebar, the 'Tools' menu item is highlighted. The main content area is titled 'Tools' and contains a tabbed interface. The 'Tool package (1)' tab is selected. Below the tabs, there is a 'New tool package' button and a search bar. A table lists existing tool packages, with one entry 'My first tool package' shown as 'Published'. At the bottom, there are links for 'Terms of Service' and 'Support'.

2. Fill out ISBN/Article number if applicable, click **Save**.



The screenshot shows the SKOLON interface with the 'Tools' section. The 'Information' tab is active. A message states: 'Add more products to the package in order to be able to publish.' Below this, there is a 'Published' toggle switch. The form includes fields for 'Item no./ISBN' (with the value '123456789') and 'External ID'. There are also fields for 'Price for the tool package (excl. VAT):' and 'VAT on the tool package:'. At the bottom right, there are 'Cancel' and 'Save' buttons, with the 'Save' button highlighted.

3. Click the **Language** tab, click the primary language and add name and description for the package on the default language. Click **Save**.



To add a new language, click **New language**.

4. Click the **Products** tab. Select license type, renewal type, license duration, market and delivery channel. Products that are possible to incorporate in the package is listed. **NOTE!** There can only be one license-, and renewal type in a package. All tools also have the same license duration and delivery channel.

Click the checkboxes for the desired tools and click **Add**. Choose the number of licenses per product, then click **Save**. **NOTE!** Make sure that all tools you want to include in the package are published.

Example Partner ≡ Peter

Home
Activated demos
Economy
Licence management 5
Tools

Tools /

Information Language **Products** Sale Media

Single licences ☒
Form group licences ☐
School licences ☐
School licences ☐

Select renewal method
Automatic renewal
Select licence duration
1 year
Select market
Sweden
Select delivery method
Delivered in Skolton

Searching for tools... Withdraw Add

Product	Number of licences per product	Added
☒  Test Tool 4, Single licence 1 year(s) - Renewed automatically Student, Teacher, Administrator	- 1 +	Added
☐  First tool, Single licence 1 year(s) - Renewed automatically Student, Teacher, Administrator	-	-
☐  First tool, Single licence 1 year(s) - Renewed automatically Student, Teacher, Administrator	-	-

Cancel Save

Partner Guide 6

NOTE! If you make changes to a product of a tool that is a part of a tool package, you will get information that this product is a part of a tool package and that the package may need to be adjusted. The package is unpublished until the adjustment has been made.

5. Click the **Sales** tab. Fill out price and VAT. Click **Save**. **NOTE!** A tool package cannot have price on request and also note that it's not possible to assign a discount to a tool package.

Start
Activated demos
Economy
Licence management 5
Tools
Documentation

Tools / My new tool package

Information Language **Products** **Sale** Media

Price (SEK)
1450

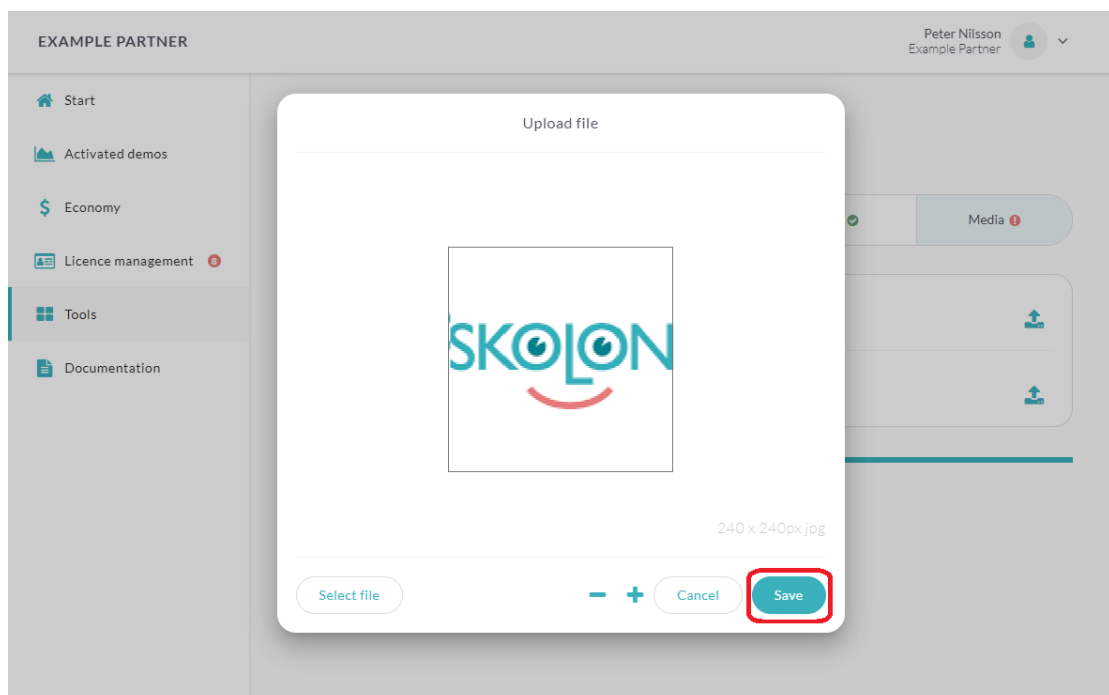
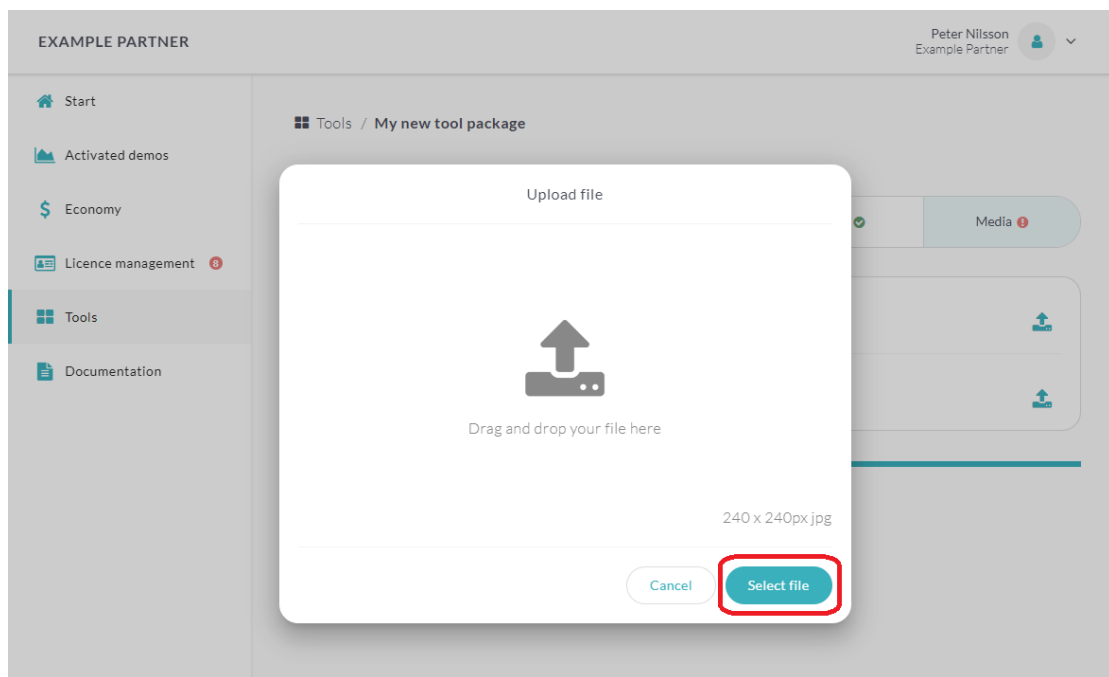
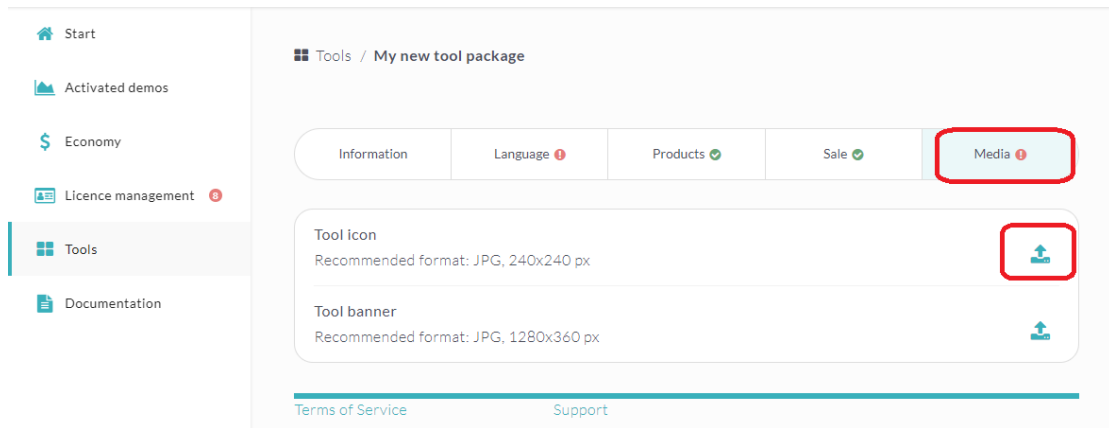
Select VAT rate
Select VAT rate
25%
6%

Total price (excl. VAT):
VAT:
Total price (incl. VAT): SEK 0

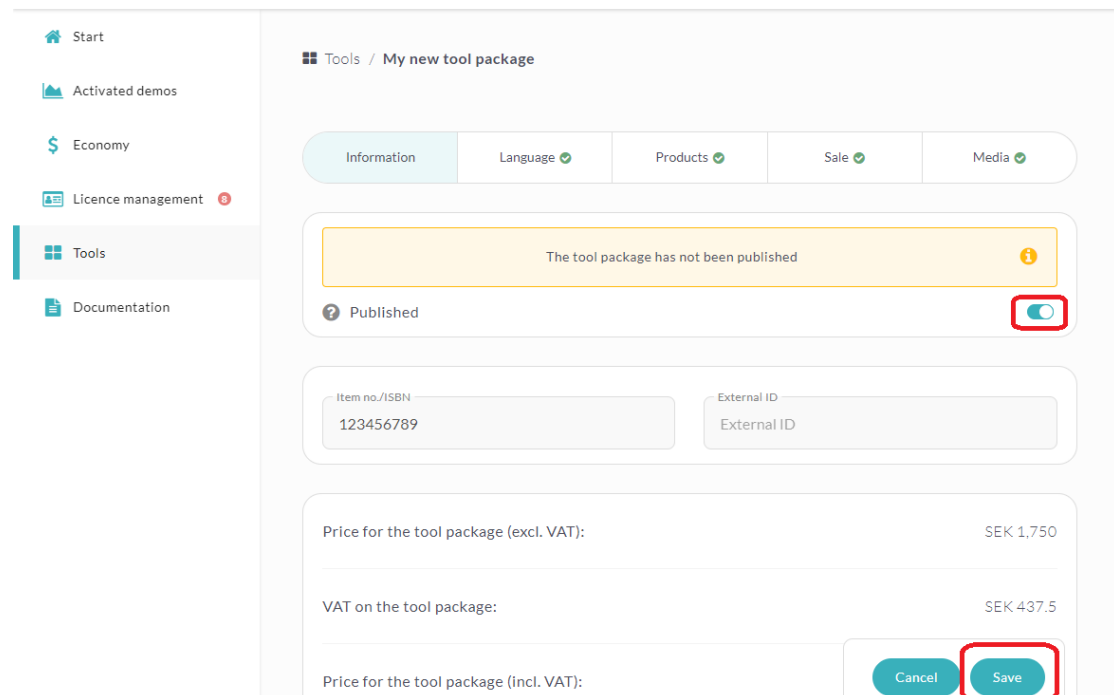
Terms of Service Support

Cancel Save

6. Click the **Media** tab. Upload an icon image (240 x 240 pixels) and banner image (1280 x 360 pixels) for the package. Click the upload icon, select file from your computer, then click **Save**.



7. When the package is completed, make sure to publish the package. Activate the toggle switch and click **Save**.



8. Tool packages will be displayed in the Skolon library with a specific package icon.

