

L'ORÉAL

PARTNER SHOP

USER GUIDE

*How To: Manage My  
Product List*  
如何管理我的产品列表

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# How To: Manage My Favourite Lists

## 如何管理我的产品列表

Favourite lists are lists of desired products saved into your account.

Creating favourite lists makes reordering simple and easy. You can create as many favourite lists as you'd like for example: Colour, Back Bar or Retail Products.

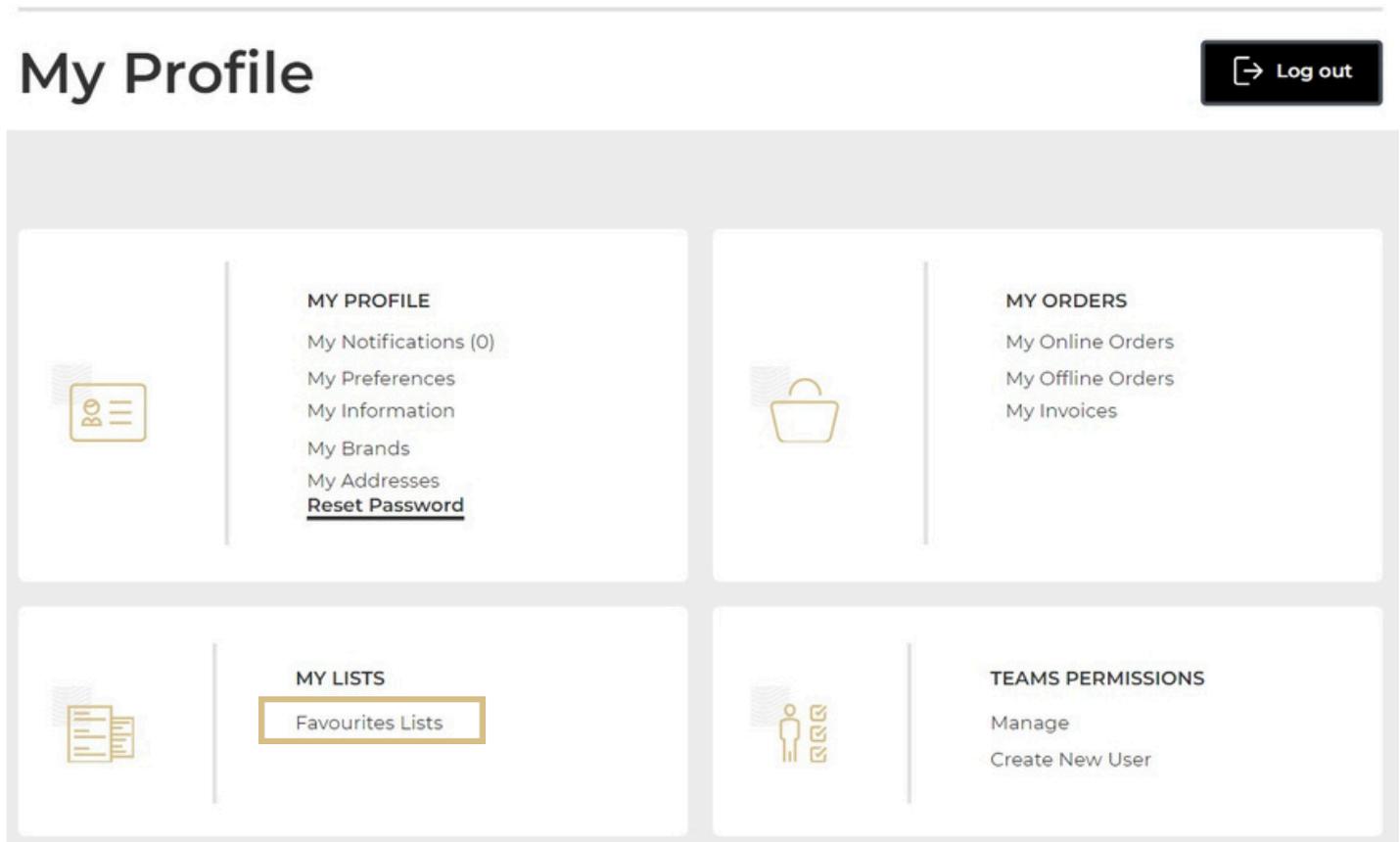
## 01 — CREATING A FAVOURITE LIST FROM MY ACCOUNT

### 从我的帐户创建收藏夹列表

On any page, click on 'My Account' in the header. This will bring you to the 'My Profile' landing page.



Then, you must click on 'Favourite Lists' to be redirected to the corresponding landed page.



If you have created a favourite list, you will see the existing favourite lists under 'My Favourite List' (1).

To create a new favourite list, click on the button 'Create new favourite list'(2).

## My Lists

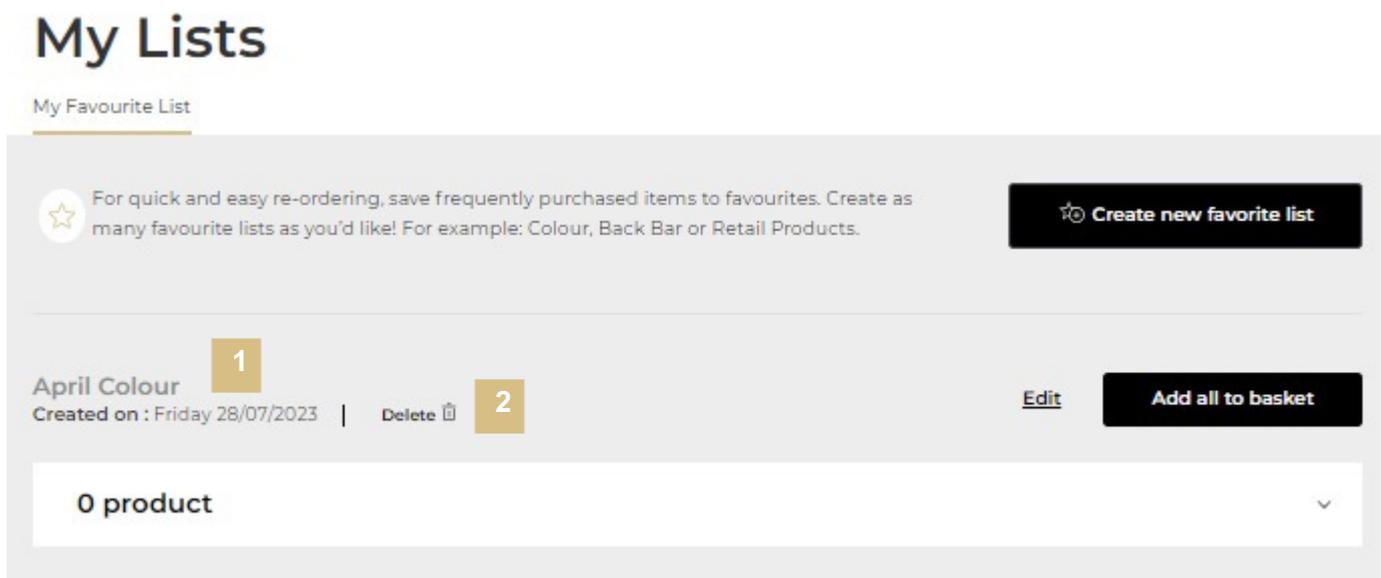
My Favourite List

The screenshot shows the 'My Lists' interface. At the top, there is a header 'My Favourite List'. Below it, a grey box contains a star icon and text: 'For quick and easy re-ordering, save frequently purchased items to favourites. Create as many favourite lists as you'd like! For example: Colour, Back Bar or Retail Products.' To the right of this text is a yellow square with the number '2' and a black button labeled 'Create new favorite list'. Below this, a list item for 'Back Bar' is shown. It includes the text 'Created on : Friday 14/07/2023 | Delete' and a yellow square with the number '1'. To the right of the list item are an 'Edit' link and a black button labeled 'Add all to basket'. Below the list item, a white box contains the text '1 product' and a dropdown arrow.

This will display a pop-up to create your new favourite list. Enter the name of your list (1) and click on 'OK' (2) to create your new favourite list. If you want to cancel or go back to the favourite list page, you can click on the 'cancel' link or on the cross (3).

The screenshot shows a 'Create new list' pop-up window. It has a title bar with a close button (X) and a yellow line above the title. The title is 'Create new list'. Below the title is a text input field labeled 'List Name' with a yellow square containing the number '1' next to it. Below the input field is a red error message: 'This field is required.'. At the bottom of the pop-up, there are two buttons: a black button labeled 'OK' with a yellow square containing the number '2' next to it, and a black button labeled 'Cancel' with a yellow square containing the number '3' next to it.

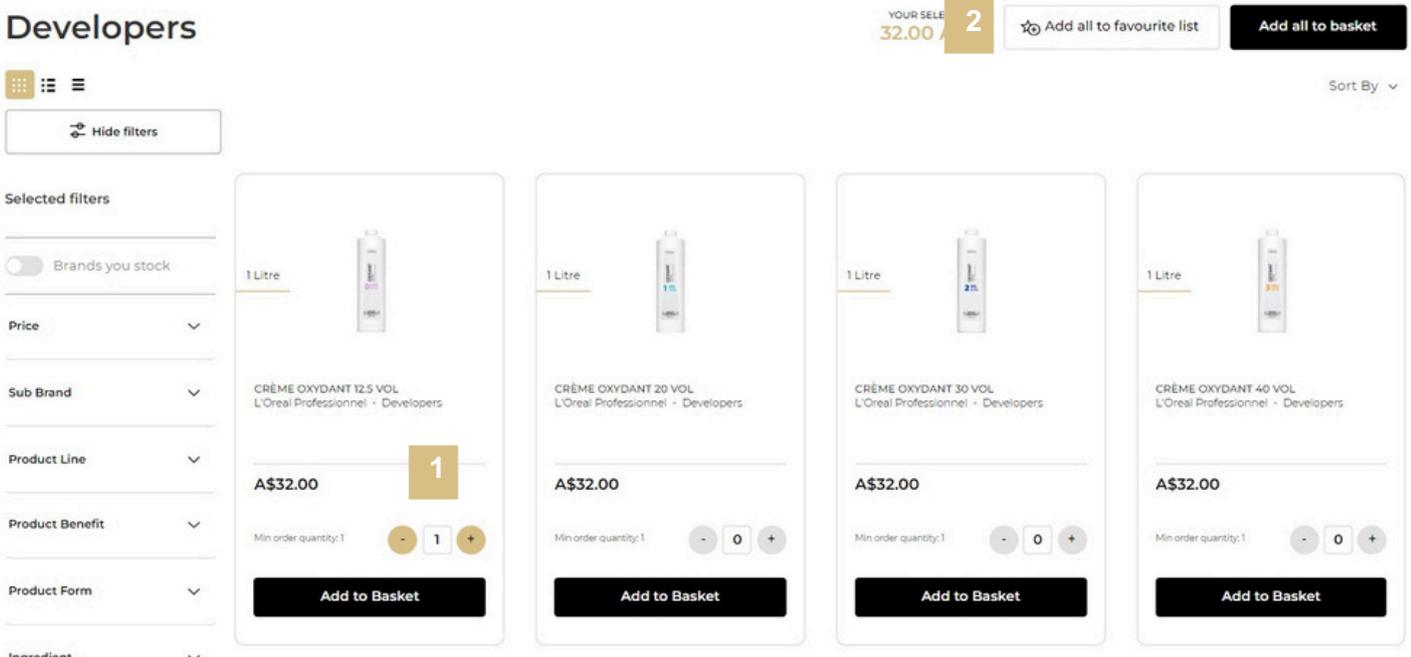
This will create your list (1). You can now add the desired products from product pages to this list. You will find how to add products in the next section. If you want to delete your favourite list, click on the 'delete' link (2).



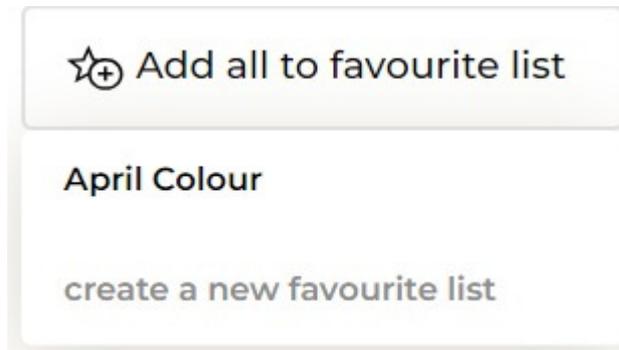
## 02 — ADDING PRODUCTS TO A FAVOURITE LIST FROM A LIST PAGE

Search for the product you wish to add to your favourite list.

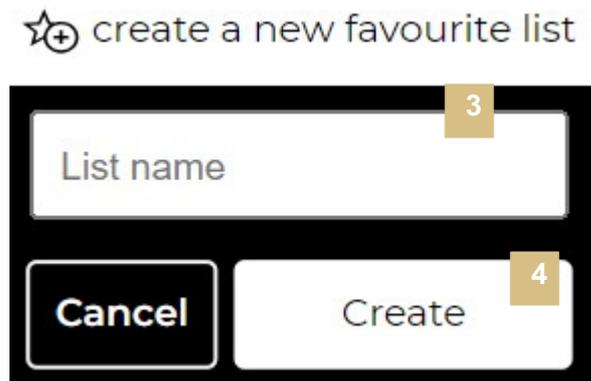
Once you have landed on the list page select the quantity you require by either typing in the number or using the '+' or '-' buttons (1). Once the quantity is correct, click on 'Add all to favourite list' in the add to basket bar (2).



Once you click the button it will trigger two options; to add your desired products to your existing favourite list (1) or to create a new favourite list (2).



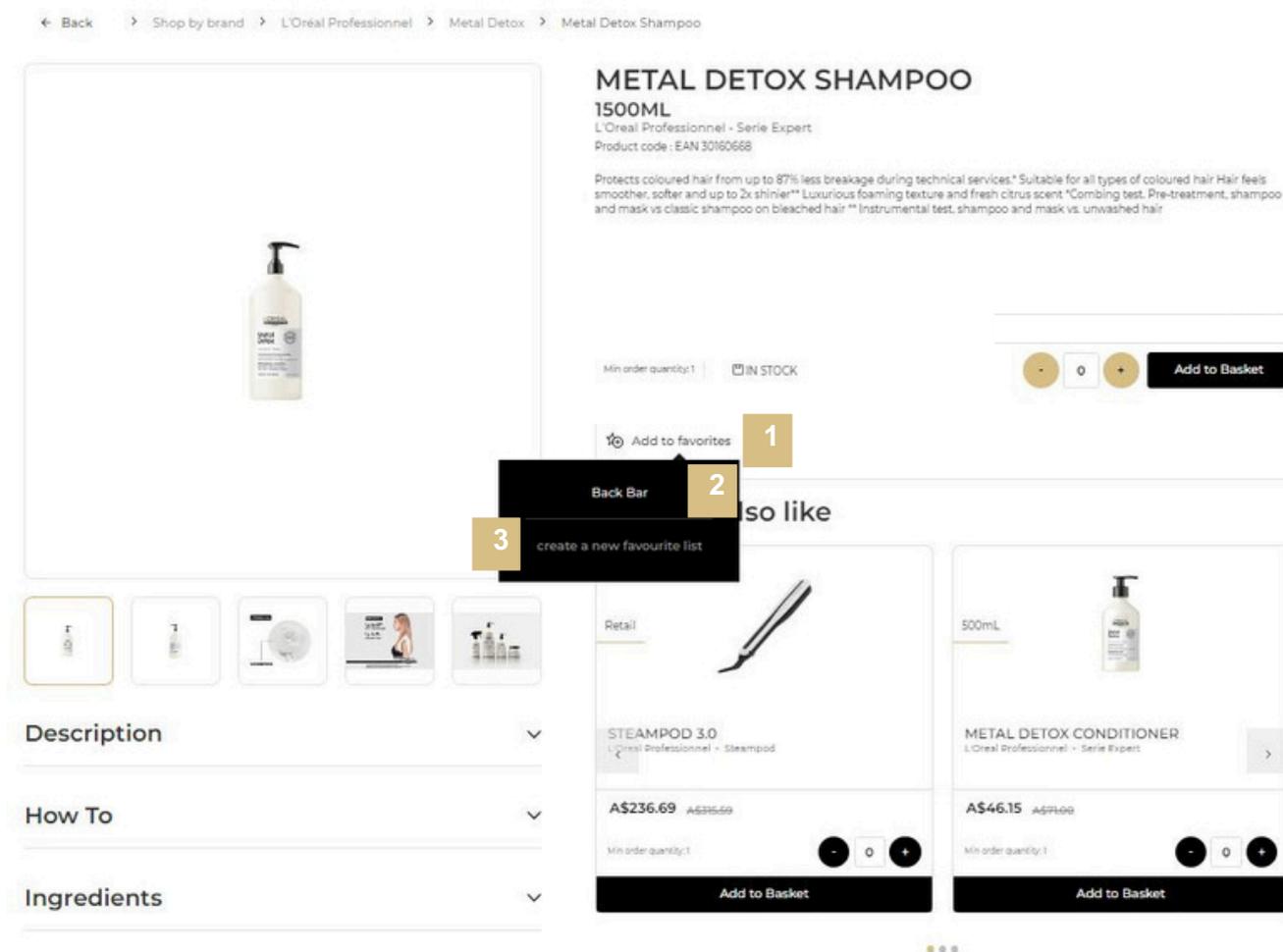
If you want to create a new favourite list, you must select 'create a new favourite list'(2) and enter a list name (3). Then click on 'create' (4).



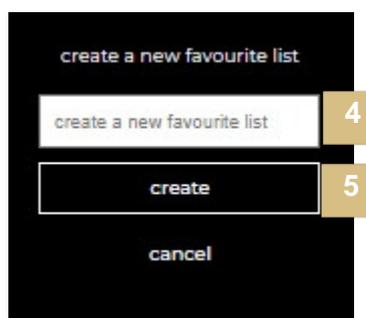
## 03 — ACCESSING FAVOURITE LISTS FROM PRODUCT PAGE 在产品页面查看收藏夹

Search for the product you wish to add to your favourite list.

Once you have landed on the product page click 'Add to favorites' (1). This will trigger two options; to add your desired products to your existing favourite list (2) or to create a new favourite list (3).



If you want to create a new favourite list, you must select 'create a new favourite list' (3) and enter a list name (4). Then click on 'create' (5).



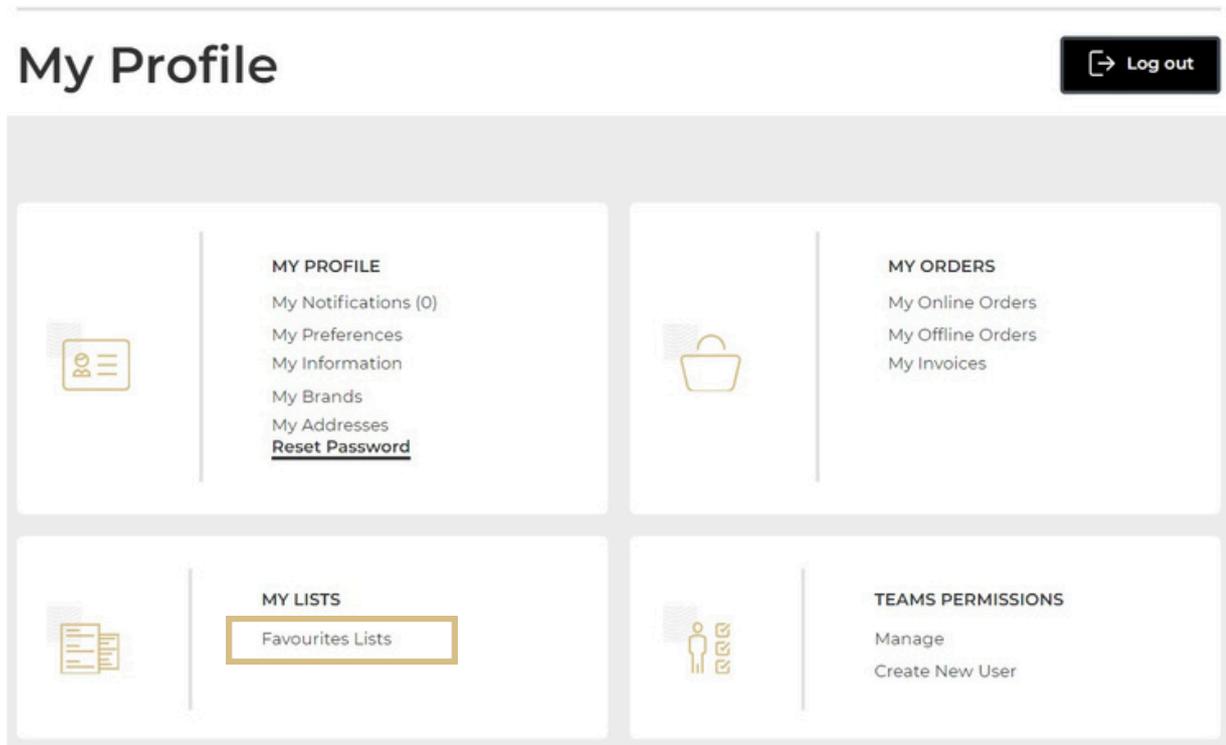
# 04 — UPDATING GENERAL SETTINGS OF AN EXISTING FAVOURITE LIST

## 更新收藏夹设置

On any page, click on 'My Account' in the header. This will bring you to the 'My Profile' landing page.



Then, you must click on 'Favourite Lists' to be redirected to the corresponding landed page.

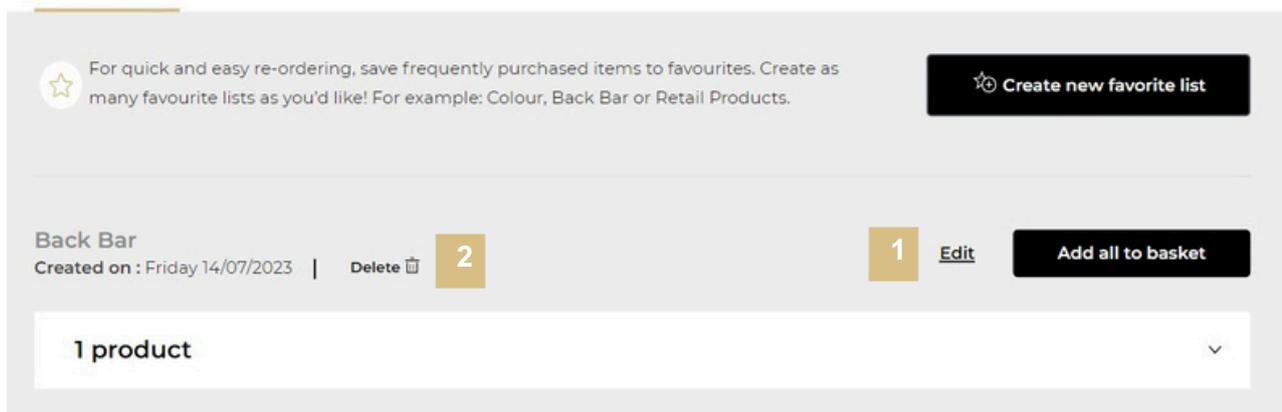


If you click on the 'Edit' link (1), a pop-up will be displayed where you can change the name of your favourite list.

If you want to delete your favourite list, click on the 'delete' link (2).

## My Lists

My Favourite List



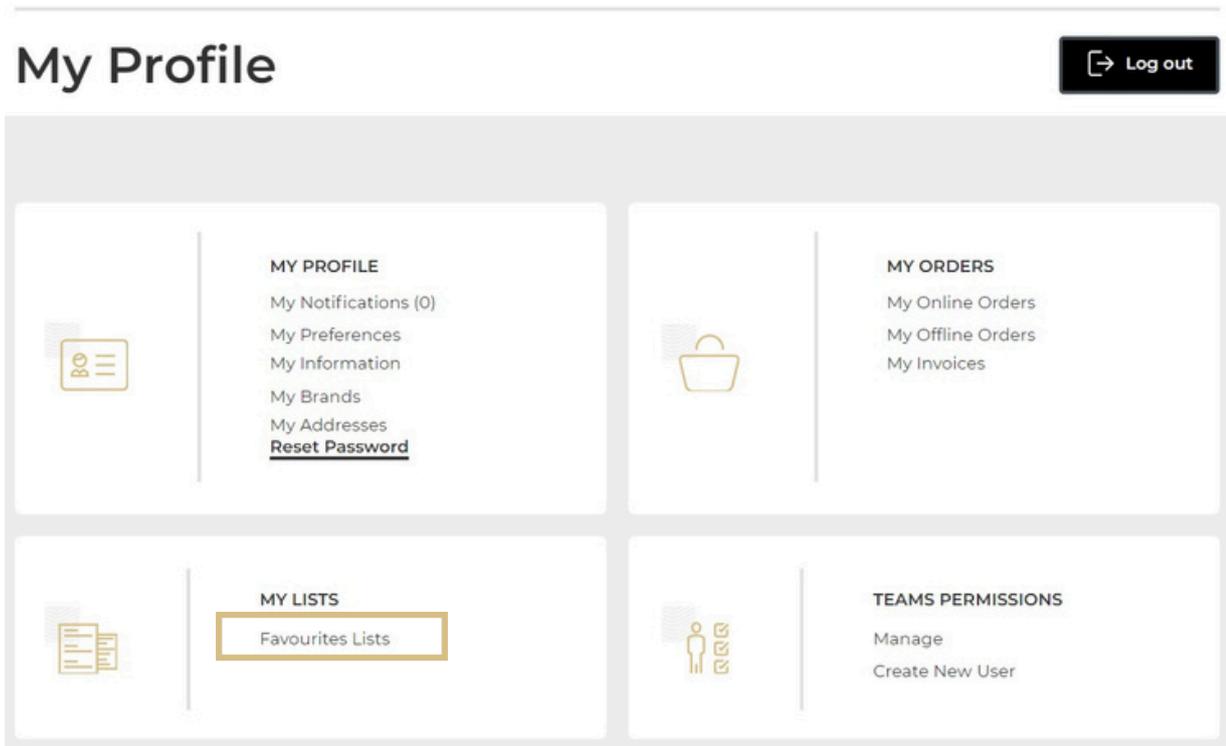
# 05 — MANAGING PRODUCTS IN AN EXISTING FAVOURITE LISTS

## 管理收藏夹产品

On any page, click on 'My Account' in the header. This will bring you to the 'My Profile' landing page.



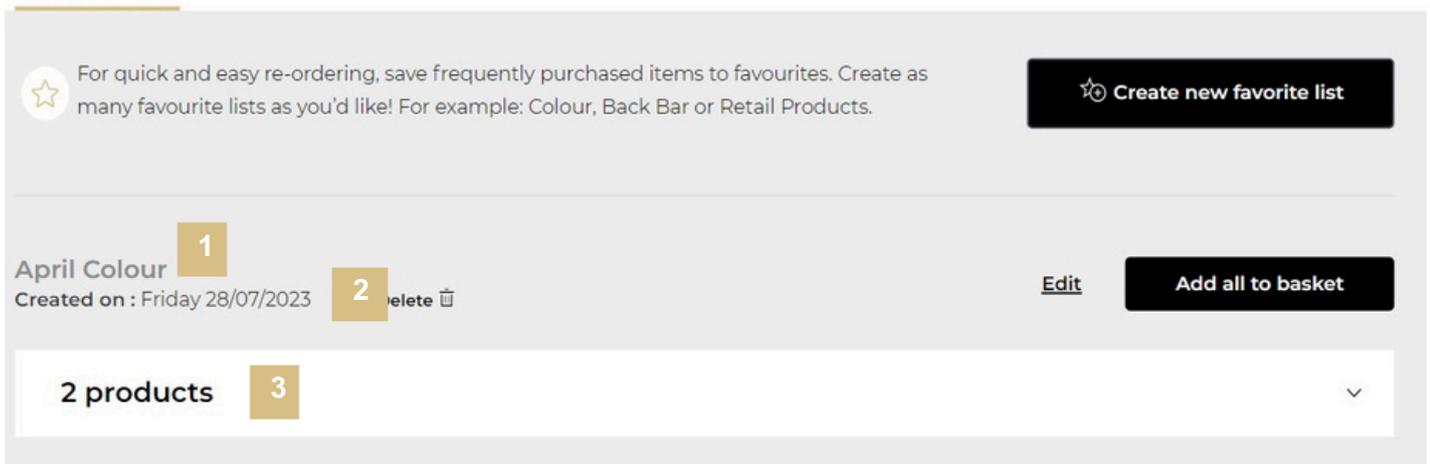
Then, you must click on 'Favourite Lists' to be redirected to the corresponding landed page.



On this page you will find all the information about your favourite lists: The name of the favourite list (1), its creation date (2) and its number of products (3).

## My Lists

My Favourite List

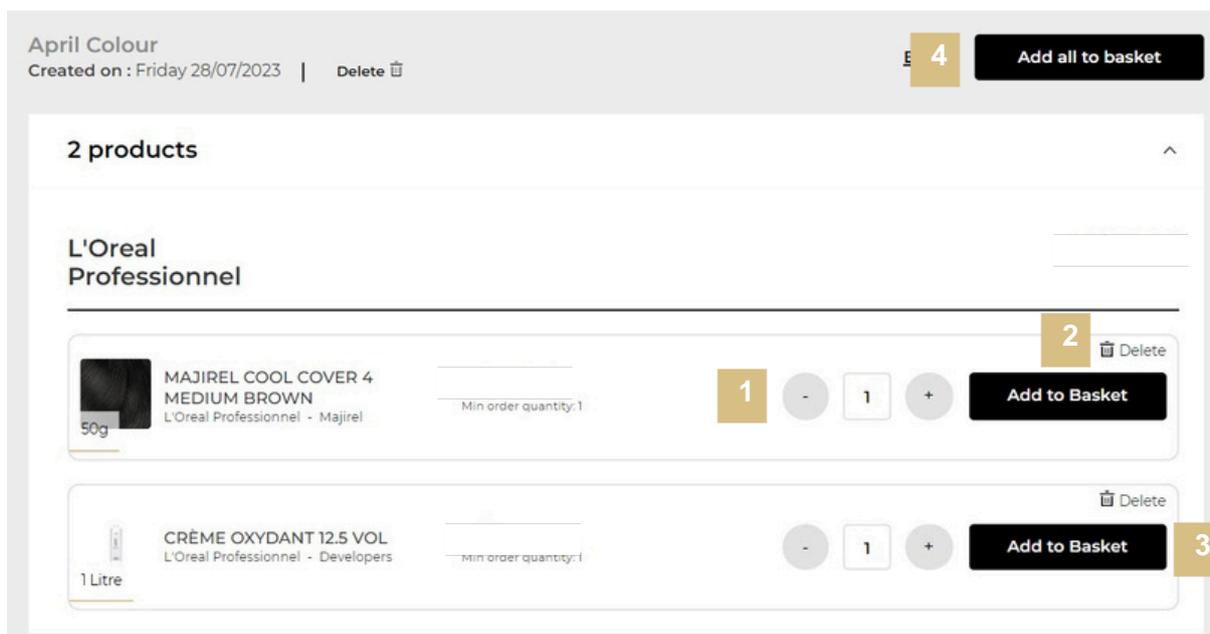


If you want to modify product quantities from an existing favourite list, click on the downwards arrow, you will see all the information about your favourite list mentioned previously and the saved products.



Select the quantity you require by either typing in the number or using the '+' or '-' buttons (1). Your changes are automatically saved. If you click on the 'delete' link (2), your product will be removed from your favourite list.

To add individual products to your basket, click 'Add to Basket' next to each respective product (3). To add all products in the favourite list to basket click 'Add all to basket' (4).



***If you have any questions about this user guide, do not hesitate to contact us by phone, by email or your personal contact via the 'Contact Us' form following [this link](#).***