Create, Edit or Delete a Sale with Bold Discounts

Bold Discounts allows you to apply sales to multiple products, choose discount amounts, and even pick time frames for your sales. These can be set up in different ways, depending on how you would like to market sales to your customers.

Please review the sections below for more information on creating, editing, and deleting sales.

Create a standard sale

1. From within Bold Discounts, select **Create Discount**.
2. Enter a **Discount group name**.
   Note: This name is only shown to you within Bold Discounts' admin to help you identify discount groups from each other.
3. Click **Select products**.
   Note: You can choose **Select your entire store** if you want to place all your products on sale or **Choose collections** to place products in a collection on a sale.
4. Select your **desired products**.
   Note: You can also pick a specific list of products by selecting the **search bar**. A dropdown of selection options appears. You're also able to choose individual variants to use in your sales by selecting the **variant counter** underneath the product name.
5. Click **Confirm**.
6. Enter your **discount amount**.
7. Select the **discount type**.
   Note: "Percent off (%)" applies whatever number you specified in the previous step as a percentage discount on your selected products. "Fixed Price ($)" sets the price of every item to the number previously specified. "Amount off ($)" discounts these products by the dollar amount specified.
8. Optional: Under **Additional Options**, select **Set the start date and time for this group discount**.
   Note: You can set a start or an end date without having to set the other.
9. Select your **start time and date**.
10. Optional: Select **Set the end date and time for this group discount**.

11. Select your **end time and date**.
12. Optional: Select**Cents Override**.
13. Enter your **cents amount**.
14. Optional: Select **Sales Text**.
15. Enter a **message** that you want to display to your customers on sale items.
    Note: This box can accept most HTML styling. Visit W3 Schools - HTML for more information on how to use HTML.
16. Select **Save**.

Note: If you are not seeing the discount on the storefront, an install needs to be completed in your theme. Please view our **Installation Guide for Bold Discounts** for step-by-step instructions on how to install Bold Discounts to your theme.

Create a flash sale

Bold Discounts provides you with the flexibility of placing an entire collection of products on sale at once. This is useful if you want to create temporary flash sales to drive purchases of specific items.

Using Shopify's collections feature to create our list of products, we can then create a discount offer with this collection in Discounts.

To create a flash sale using Discounts, please follow these steps:

Step 1: Create a collection

1. From Shopify's admin, click **Products**.
2. Click **Collections**.
3. Click **Create collection**.
4. Enter a **Title**.
5. Optional: Enter a **Description**.
6. Under "Collection type", select the **products** you want to place on sale.
   Note: You can select these products manually, or create a collection using the automated conditions. Visit Collections - Shopify for more information on how to create collections in Shopify.

7. Optional: Under "Collection image", click **Add image**.
8. Click **Save**.

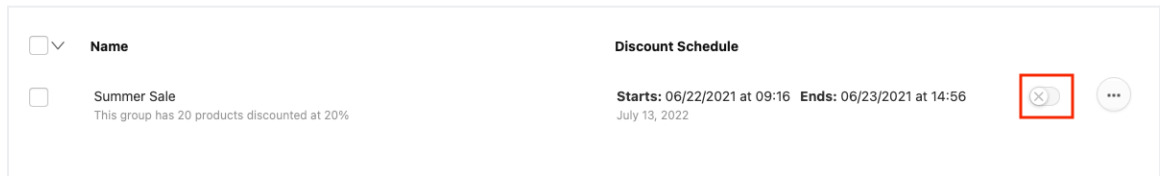**Step 2: Create a discount group**

Follow the steps under the **Create a standard sale** section and once you get to Step 4, select the collection you created earlier on your store.

Note: If you are not seeing the discount on the storefront, an install needs to be completed in your theme. Please view our **Installation Guide for Bold Discounts** for step-by-step instructions on how to install Bold Discounts to your theme.
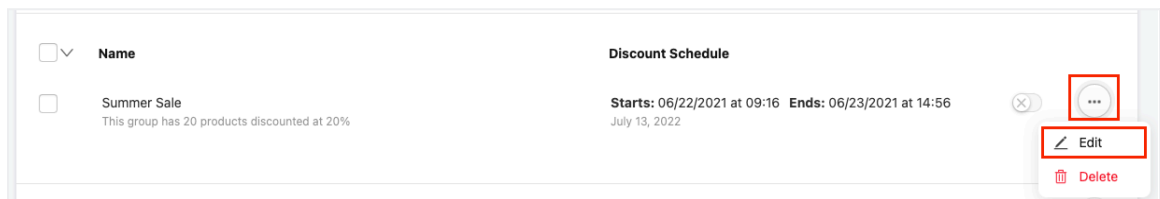

Edit a sale

Before editing a sale in Bold Discounts, please turn off the sales group.

1. From within Bold Discounts, click the **toggle** to **turn off** the sale.

	Name	Discount Schedule		
☐ ⌄				
☐	Summer Sale This group has 20 products discounted at 20%	**Starts:** 06/22/2021 at 09:16 **Ends:** 06/23/2021 at 14:56 July 13, 2022	⊗	⋯

2. Click the **ellipsis** beside your sale and click **Edit**.

	Name	Discount Schedule		
☐ ⌄				
☐	Summer Sale This group has 20 products discounted at 20%	**Starts:** 06/22/2021 at 09:16 **Ends:** 06/23/2021 at 14:56 July 13, 2022	⊗	⋯
				✎ Edit
				🗑 Delete

3. Adjust your sale settings accordingly.
4. Click **Save**.

5. Click the **toggle** to turn the sale back **on**.

	Name	Discount Schedule	
☐ ∨			
☐	Summer Sale This group has 10 products discounted at 20% ✓ Storefront synced	**Starts:** 07/21/2022 at 13:19 **Ends:** No end date defined Created on: July 21, 2022	🟢 ⋯
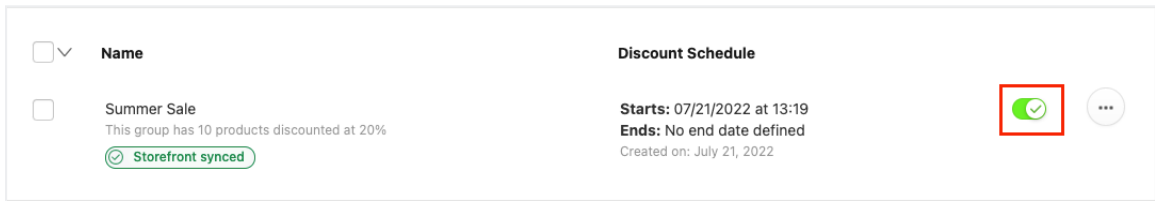
Delete a sale

It is recommended to **turn off** the sale first before the sale is deleted to ensure that all of the discounts have been reverted on the storefront.

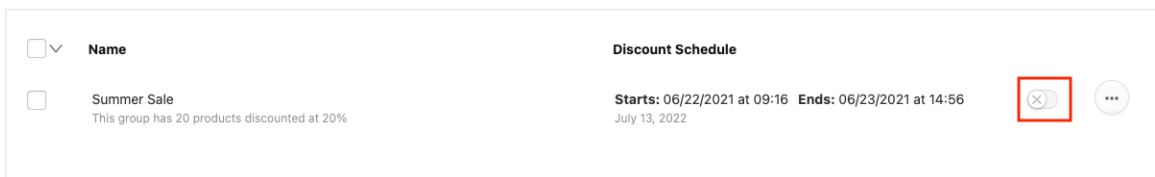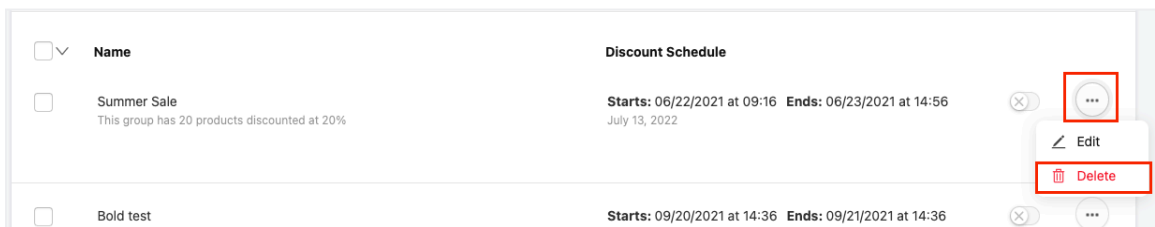1. From within Bold Discounts, click the **toggle** to **turn off** the sale.
   Note: When the sale is off, the toggle is grey.

	Name	Discount Schedule	
☐ ∨			
☐	Summer Sale This group has 20 products discounted at 20%	**Starts:** 06/22/2021 at 09:16 **Ends:** 06/23/2021 at 14:56 July 13, 2022	⊗ ⋯

2. Once the discount has finished syncing, click the ;**ellipsis** beside your sale.
3. Click **Delete**.

	Name	Discount Schedule	
☐ ∨			
☐	Summer Sale This group has 20 products discounted at 20%	**Starts:** 06/22/2021 at 09:16 **Ends:** 06/23/2021 at 14:56 July 13, 2022	⊗ ⋯
			✎ Edit 🗑 Delete
☐	Bold test	**Starts:** 09/20/2021 at 14:36 **Ends:** 09/21/2021 at 14:36	⊗ ⋯

4. Click **Yes, delete**.