Uniform Stores

## Best Practices - Collections

Naming a Collection

Keep in mind that the collection name will be viewable to your employees while shopping, so use something descriptive of the items within. It's common to name a collection after the department(s) that it's tied to, for example nursing, doctors, and administrative. Another common naming method is based on the items within the collection, like outwear scrubwear.

Who has access to this collection?

You can then assign appropriate collections based on department, location, & employment status. For example, if all employees are able to view the outerwear collection and RNs are able to access the nursing collection. When logging in, an RN will see the nursing and outerwear collections and not the doctors and lab coats collections, giving them a curated view.
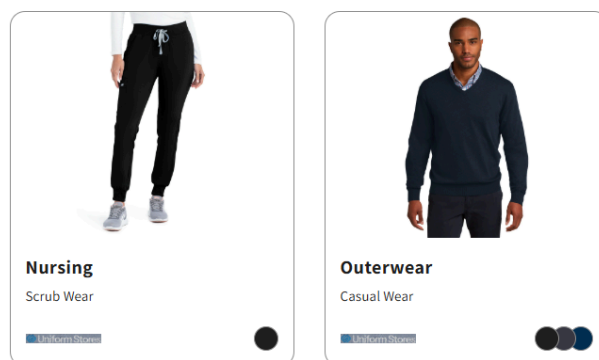

Separating Product Categories

The Uniform Stores platform currently has a cap on the number of items that can be displayed on one collection at around 5,000 items. To help ensure that all items are displayed properly when your employees shop, we recommend dividing categories up across different collections. For example, we would recommend setting up scrub wear and outerwear in separate collections to limit the number of items in each collection. This has the added benefit of making your Uniform Store easier for employees to navigate and shop.
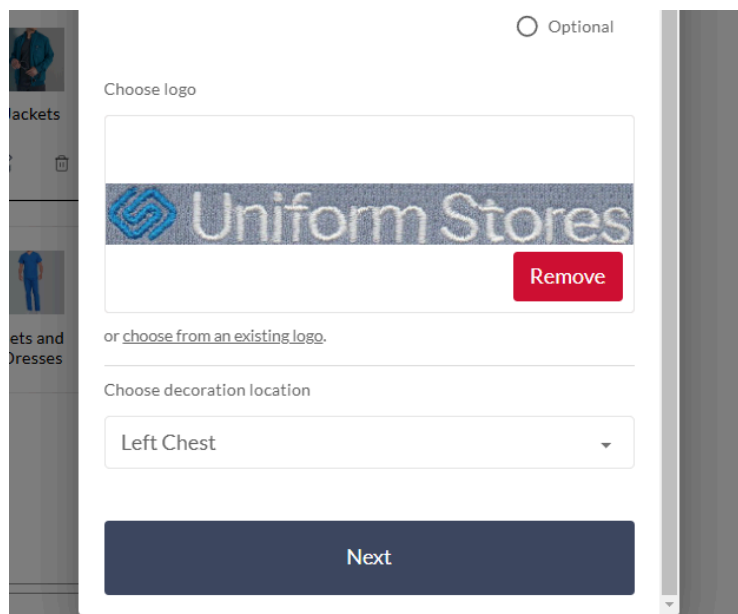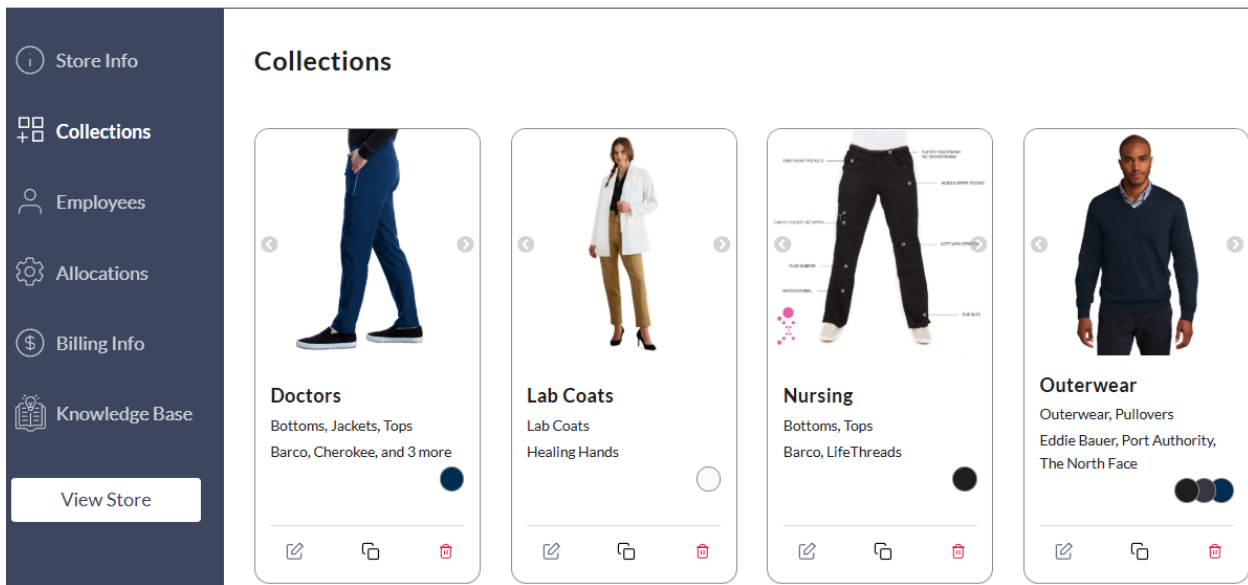
Selecting Embroidery Colors

Each item subcategory (i.e. scrub tops, lab coats, outerwear, etc…) will typically have the same logo across all decorated items within it. When selecting a logo to use, try to select a logo with colors that contrast the item colors in the collection. For example, if your collection has navy and black scrubs, you'll want to choose a logo with lighter thread that will show up when sewn on those items.