



# GS1 US Data Hub®

## GS1 US GTIN

### User Guide

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## Generate a Barcode Image

To generate a barcode for your GS1 US GTIN, click Product. On the Manage screen, click the product description link. Then click the Barcode tab. The Barcode screen displays.

The screenshot shows the GS1 US Data Hub interface for generating a barcode. The main window displays the 'Barcode' tab for a product. A red box highlights the 'Application Area' (General Retail/Grocery), 'Barcode Type' (UPC-A), and 'Size' (Minimum) dropdown menus. A red arrow labeled '1' points to the Application Area dropdown, and another red arrow labeled '2' points to the 'Preview Barcode' button. A 'Preview Barcode' modal window is open, showing a barcode image, 'Image Type' (PNG), 'Label Name' (Avery® Labels 6570), and buttons for 'Download', 'Print', and 'Export Barcode Definition'. A green 'START' button is on the left, and a red 'STOP' button is on the right.

- 1** Select the barcode attributes:
- Application Area – This is the where the barcode will be scanned. The default selection is “General Retail/Grocery (Cash Register or Check out).”
  - Barcode Type – The UPC-A barcode symbol is the default option displayed here.
  - Size – You have three choices for the barcode dimensions: the optimum (“Target”) size, minimum size that can accommodate all scanners, and maximum size.
- 2** Click **Preview Barcode** to view the Barcode image. Click the **Download** button to download a PNG file of the barcode image to your computer. **Note:** an EPS or vector file format is not available. You can also click the “Print” button to print this barcode using an Avery label template. Or click the “Export Barcode Definitions” button to share the barcode symbol data with a GS1 Standards Professional Barcode Image and Print Vendor.

### Learn More:

For detailed instructions on how to manage your barcode, click the button on the right to view the [Product Create/Manage User Guide](#).



For answers to frequently asked questions about the UPC-A barcode image, view the [Work with my UPC-A barcode](#) article in the “How Do I...” section of the GS1 US Data Hub Help Center.

## Add or Change Product Information

You can add or change certain information associated with the GS1 US GTIN you licensed, including dimensions (height, width, depth) and net weight. Simply follow the steps below. **Note:** Packaging Level and Product Industry cannot be changed.

The screenshot shows the GS1 US Data Hub interface. In the top navigation bar, the 'Product' menu is highlighted, and the 'Manage' option is circled in red with a red arrow pointing to a red circle containing the number '1'. Below this, the 'Manage Products' section is visible, showing a table of products. One product, 'Edible Harvest Peach Jam 12 oz.', is highlighted, and a red arrow points from a red circle containing the number '2' to the 'Additional Information' tab of its product detail record. The 'Additional Information' tab is expanded, showing fields for Dimensions (Height, Width, Depth) and Weight (Net, Gross), along with a 'Comments' field and an 'Enhanced Product Information' section with fields for Brand Name 2, Product Description 2, Image URL, and Target Market.



1

Click **Product > Manage**. If you have licensed more than one GS1 US GTIN, locate the product you want to modify, then click the “Description” (the link) to display the product detail record. You can make changes to any fields that are not “grayed out”, as the values in these fields cannot be changed.

2

Click the “Additional Information” tab to view additional attributes for this product. Add the information as needed, such as Dimensions and Weight. Click the “Enhanced Product Information” bar to expand the screen, so you can enter additional attributes. After entering this information, click **Save**. This information will be saved with the product detail record.



### Learn More:

For detailed instructions on the field definitions, click the button on the right to view the [Product Create/Manage User Guide](#).




## Create Higher Level Packaging

Your GS1 US GTIN receives a packaging level of “Each,” which is the lowest level of packaging. As a GS1 US GTIN brand owner, you can also generate a GTIN-14 for cases and other product groupings that contain multiple quantities of the GS1 US GTIN.

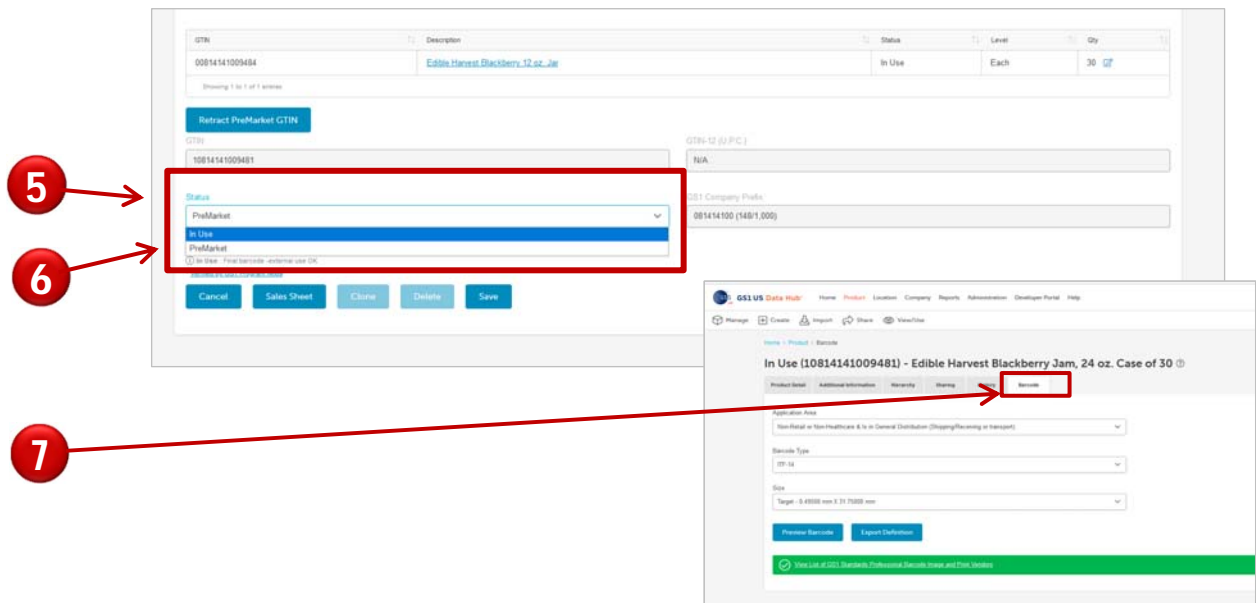
The screenshot shows the 'Product Detail' form for a draft product. The title is 'Draft - Edible Harvest Blackberry Jam, 24 oz. Case of 30'. The form has four tabs: Product Detail, Additional Information, Hierarchy, and History. The Product Description field contains 'Edible Harvest Blackberry Jam, 24 oz. Case of 30' and the Brand Name field contains 'Edible Harvest Foods'. The Packaging Level dropdown is set to 'Case'. The Add Contents button is highlighted with a red box. The Auto Assign GTIN button is also highlighted with a red box. The Add GTIN to Container dialog box is open, showing a table of items to add to the container. The table has columns for GTIN, Description, Status, Level, Updated, and Brand. The first row is highlighted in gray.

| GTIN         | Description                          | Status | Level | Updated   | Brand                |
|--------------|--------------------------------------|--------|-------|-----------|----------------------|
|              | Edible Harvest Blackberry 12 oz      | Open   | Open  | Open      | Open                 |
| 001141005404 | Edible Harvest Blackberry 12 oz. Jar | In Use | Each  | 7/10/2025 | Edible Harvest Foods |

- 1** From the menu bar, click **Product > Create**. Then enter these required fields:  
**Product Description** - A best practice is to repeat the Product Description of the item this packaging contains, followed by the Packaging Level and the number of items contained. For example: Edible Harvest Jam Raspberry 20 oz - Case of 12  
**Brand Name** – you should enter the same name used for the GS1 US GTIN  
**Product Industry** – use General so it matches the GS1 US GTIN industry
- 2** From the **Packaging Level** drop-down, select the desired packaging level. Start from the lowest packaging level and work upwards. For example, create the inner pack before creating the case that holds the inner pack. Your company may only have a product and a case of that product. Different products can have different packaging levels.
- 3** Click **Save** at the bottom of the screen. Then click the **Add Contents** button. The Add GTIN to Container dialog box opens. Click the GS1 US GTIN you want to add. The item is highlighted in gray. Click **Add to Container**. When the Add GTIN to Container dialog box closes, click the “Qty” (Quantity) icon  and type in the quantity of this GTIN to go into this packaging, then click  to save the quantity.
- 4** Click **Auto Assign GTIN**. This moves the item to the **PreMarket** status. A GTIN-14 is assigned. While the item is in the **PreMarket** status, you cannot change the contents of the Inner Pack or Case, but you can change the quantity.



## Create Higher Level Packaging (continued)



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While the product has the **PreMarket** status, you can click the Barcode tab to generate a “For Placement Only” (FPO) barcode image, for packaging design purposes only. This barcode includes a watermark and is not scannable. These barcode options are for shipping purposes only (for products passing through a warehouse), and cannot be scanned at a retail point of sale or checkout.

6

When you’re ready to generate a barcode that can be scanned by your customers, or you want to export barcode definitions to share with a printer, select **In Use** from the Status drop-down menu. Click **Save**. The **Status Change to In Use** dialog box opens. Click **Continue**. The product is now created and **In Use**. The **In Use** status means that the GTIN is now subject to the GS1 [GTIN Management Standard](#), which defines which product changes will require that you assign a GTIN.

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Click the Barcode tab to download the barcode image or export the barcode definitions to share with a print vendor.

**Note:** You can create up to eight higher level packaging items associated with the GS1 US GTIN.

To learn more about the GTIN-14, view the [An Introduction to the GTIN guide](#).



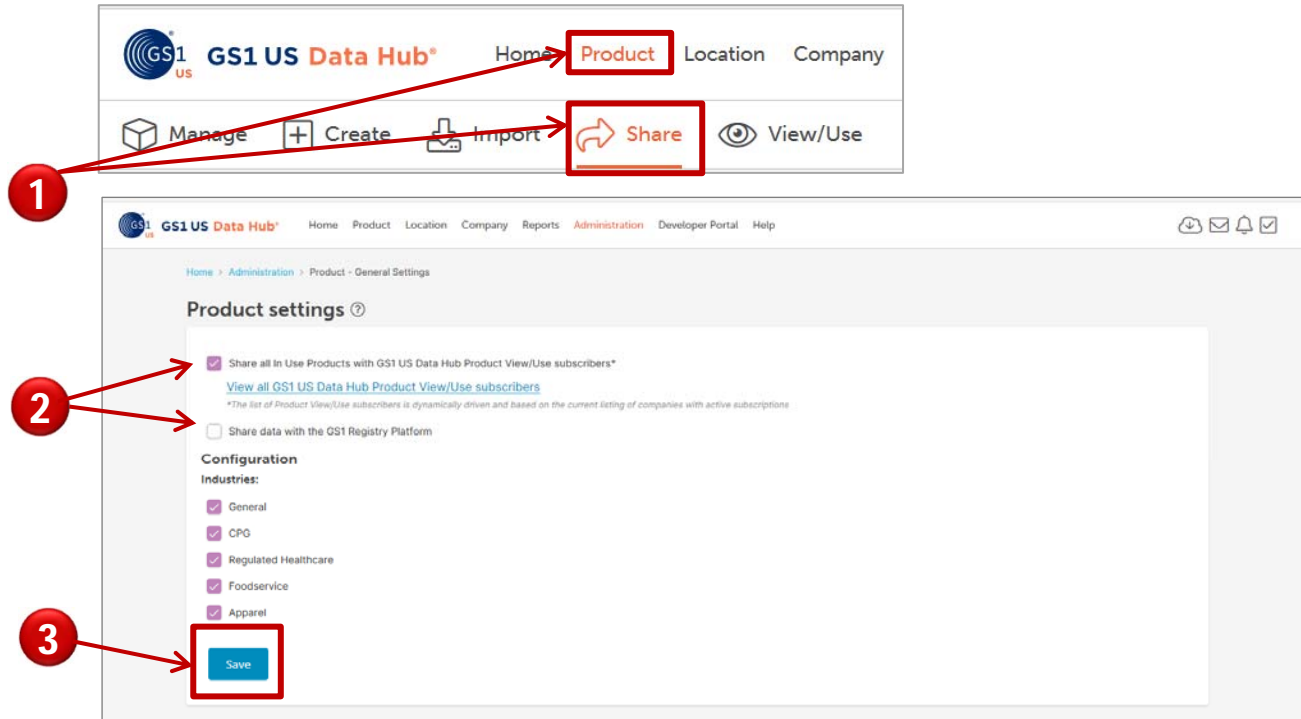
### Learn More:

For more details on packaging level definitions and barcode options, click the button on the right to view the [Product Create/Manage User Guide](#).



## Change the Default Sharing Setting

Your GS1 US GTIN is shared automatically with GS1 US Data Hub | Product View/Use subscribers. It's also shared with the GS1 GTIN Registry, called the GS1 Registry Platform. This allows companies around the world to view this data, including retailers and marketplaces who may be interested in your product. To change either of these default sharing settings, use the steps below.



1

Click **Product** > **Share**.

2

On the Administration / Product Settings screen, both the "Share all..." and "Share Data with the GS1 Registry Platform" messages are checked by default. If you would prefer not to share this product with GS1 US Data Hub View/Use Subscribers or the GS1 Registry Platform, uncheck one of the boxes.

3

Click **Save**. This information will be removed from GS1 US Data Hub and/or the GS1 Registry Platform immediately. You can also check these boxes and click "Save" to start sharing them again. You can share with GS1 US Data Hub | Product View/Use Subscribers and not share with the GS1 Registry Platform. This gives you as the brand owner control of your product data, including who you share it with.



### Learn More:

For more instructions on changing your default product share settings, click the button on the right to view the [Product Share User Guide](#).

