



[Knowledgebase](#) > [Partner](#) > [Tools](#) > [Create New Tool With Products](#) > [Create new external tool with purchasable products](#)

Create new external tool with purchasable products

Ulf Kronsell - 2025-04-24 - [Create New Tool With Products](#)

Follow the process below to add a new integrated tool in the partner portal:

1. Log in to the partner portal through www.skolon.com.

Don't have an account? Contact us at: support@skolon.eu

2. Click **Tools** in the left menu.

3. Available tools are shown. You can edit, search and filter among the available tools.

4. To add a new tool, click **New tools**.

The screenshot shows the 'Tools' section of the Skolon partner portal. The left sidebar contains a menu with 'Tools' selected. The main content area is titled 'Tools' and includes a subtitle 'Manage, edit, and add new tools'. Below this is a 'New tools' button and a search bar. A table lists existing tools:

Tools	Status	Publication	Market	Rating	Number of users
ClaroRead Plus ...	Not released	Not released	SE, NO	☆☆☆☆☆	x 15168
ClaroRead Pro PC	Not released	Not released	SE, NO	☆☆☆☆☆	x 12307
Claroldeas PC	Published	Published	SE	☆☆☆☆☆	x 30648

You are now guided through seven steps that can be filled out to set up a new tool. The overview always shows how much of the process you have completed.

Section 1. Information

1. Set delivery to **NOT** be done through Skolon.
2. Specify compatible platforms.
3. Fill out article number and/or external ID if applicable.

Start

Statistics

Economy

Licence management

Tools

Documentation

Information Language Market Sales Media

Previous Next

Edit information

Publication

Delivered in Skolon **1.** ☐

☐ Published ☐

Article number & External ID

3.

Item no./ISBN

External ID

Format

Web application ☐

Installed application ☐

Browser extensions ☐

Compatible platforms

Windows **2.** ☐

4. Specify release date and author if relevant.

5. Specify all compatible browsers.

6. If the tool have specific terms and conditions you can add a link to those here.

Start

Statistics

Economy

Licence management

Tools

Documentation

Release information

4.

Release date

Authors

Add author

Specific terms of purchase and use for the tool

6.

NB Fill in the link if you have specific terms of purchase and use for this tool in relation to what is set under company settings

Link to terms of purchase and use

Compatible browsers

macOS ☐

Chrome OS ☐

Android ☐

iOS ☐

Linux ☐

Internet Explorer **5.** ☐

Edge ☐

Chrome ☐

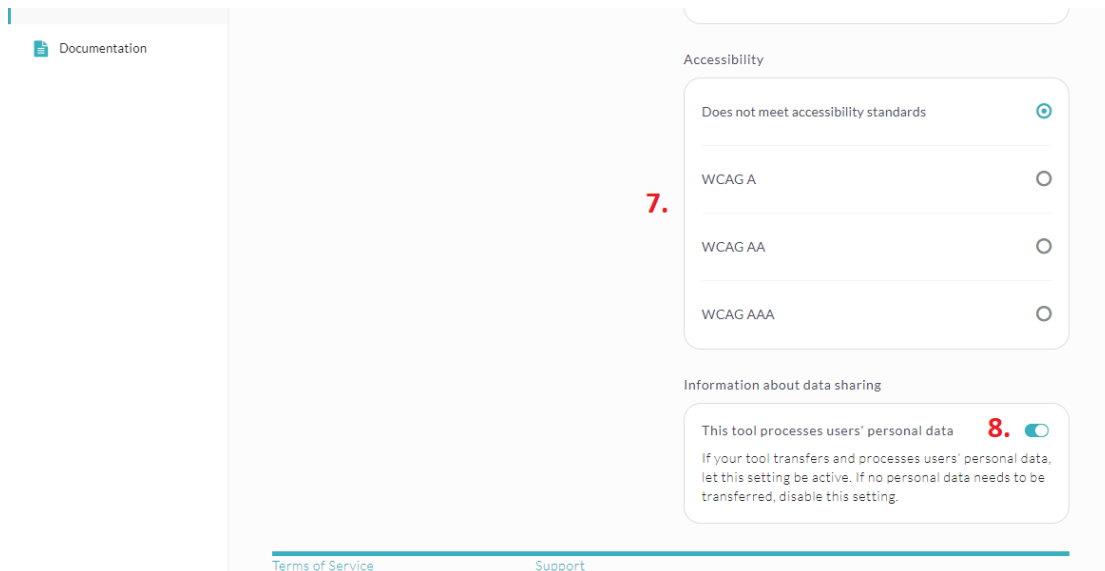
Safari ☐

iOS Safari ☐

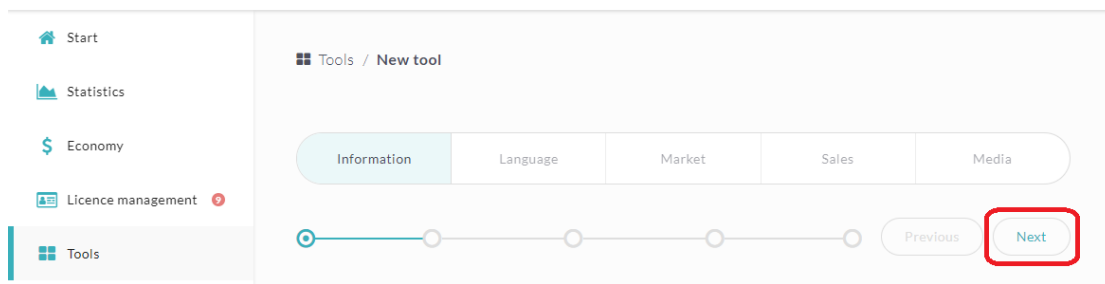
Firefox ☐

7. Select the applicable accessibility standards for the tool.

8. Activate if the tool processes personal data.



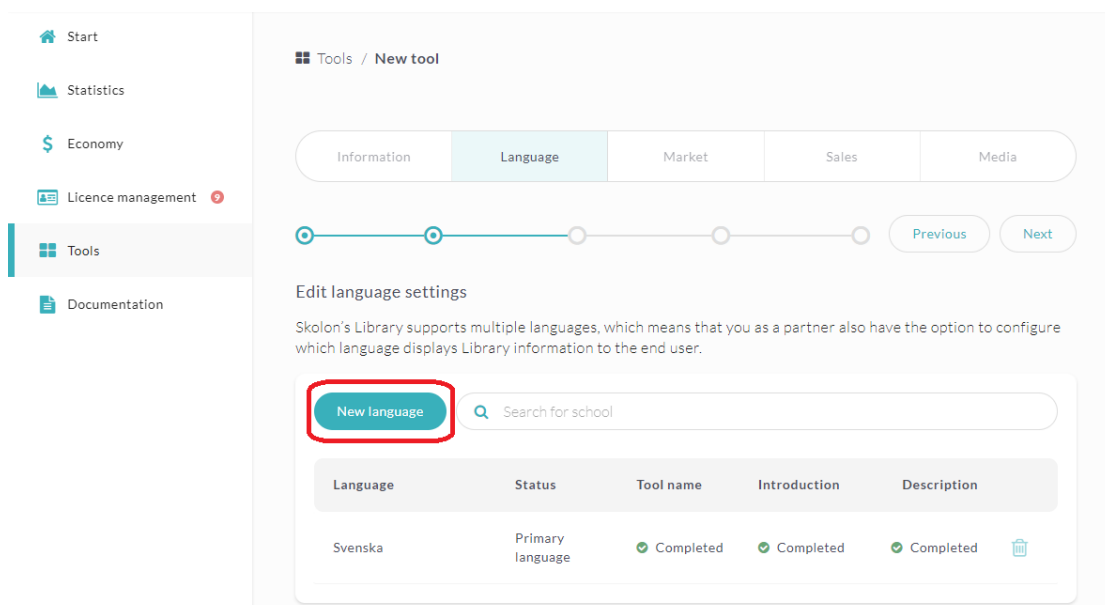
9. Click **Next** in the top right corner of the page to continue to the next section.



Section 2. Language

In this section you will set the primary language and add additional languages if applicable. The text added in this section will be visible in the Skolon library.

1. Click the row with the language you want to edit or click **New language** to add a new language.



2. Fill out the name of the tool, an introduction and a description. This information will be visible in the Skolon library.
3. It's possible to also fill out sales information, e.g. a link to your support page or a contact form. However, leave this field blank for now as the link is currently not visible in the Skolon library.
4. When you have completed this section, click **Save**.

The screenshot shows the 'New tool' form in the Skolon library. The 'Language' tab is selected, and the form is titled 'Edit language settings for 'Svenska''. The form includes fields for 'Naming tools', 'Introduction', 'Description', and 'Sales Information'. A 'Save' button is highlighted with a red box. The left sidebar shows the navigation menu with 'Tools' selected. The bottom of the page has links for 'Terms of Service' and 'Support'.

Section 3. Market

1. Specify the markets that the tool will be available in. To add a new market/country click **New country**. **NOTE!** Do not forget to set language for the new market.

The screenshot shows the 'New tool' form in the Skolon library, with the 'Market' tab selected. The form is titled 'Edit market settings'. It includes a 'New country' button (highlighted with a red box) and a search bar for countries. Below the search bar is a table of existing markets.

Country	Categories	Target groups	Subjects
Sverige	Incomplete	Incomplete	Incomplete

2. Select category , target group and subject(s)related to the tool, using the drop down menu, to inform your users and make it easier for them.

3. Click **Save**.

The screenshot shows the 'Tools / New tool' interface. The left sidebar contains links for Start, Statistics, Economy, Licence management, Tools (selected), and Documentation. The main content area has tabs for Information, Language, Market (selected), Sales, and Media. Below the tabs is a progress bar with five steps, and 'Previous' and 'Next' buttons. The title is 'Edit market settings for 'Sverige''. The form includes a 'Select category' dropdown with 'Läromedel' selected, a 'Target groups' section with three tags: 'x F - 3', 'x 4 - 6', and 'x 7 - 9', and a 'Subjects' section with one tag: 'x Matematik Grundskola'. A red box highlights the 'Save' button at the bottom right. At the bottom of the page are links for 'Terms of Service' and 'Support'.

Section 4. Sales

1. Sales is paused in all markets as default. Deactivate this toggle switch when a tool is released.

The screenshot shows the 'Tools / TEST' interface. The left sidebar is the same as the previous screenshot. The main content area has tabs for Information, Language, Market, Sales (selected), Media, and Reviews. Below the tabs is a progress bar with six steps, and 'Previous' and 'Next' buttons. The title is 'Edit sales'. Under 'General sales settings', there is a toggle switch for 'Pause sales in all markets'. A red box highlights this toggle switch, which is currently in the 'on' position. At the bottom of the page are links for 'Terms of Service' and 'Support'.

3. Click the country you want to add a product for.

The screenshot shows the 'Products per country' page. At the top, there is a message: 'Missing a country on this list? To add more countries, go to the page for Market'. Below this is a search bar with the placeholder text 'Search for country'. A table follows with three columns: 'Country', 'Products', and 'Status'. The table has one row with 'Sverige' in the 'Country' column, '0' in the 'Products' column, and 'Sales activated' in the 'Status' column. A red box highlights the 'Sverige' entry in the 'Country' column.

Here you can also see if sales are activated for the tool.

4. Click **New product** to add a new purchasable product for your tool.

Tools / New tool

Information Language Market Sales Media

Previous Next

Edit sales for 'Sverige'

Sales information

Sales activated ☒

Products

New product

Product	Licence length	Status	Price (SEK)	Availability
Organisation licence	12 months	Automatic renewal	12,500	Student, Teacher, Administrator

Terms of Service Support

5. Select license type using the drop down menu. Then click the **Add** button.

Tools / New tool

Information Language Market Sales Media

Previous Next

Edit sales for 'Sverige'

Sales information

Sales activated ☒

Products

New product

Add new product

Select licence type

Single licence

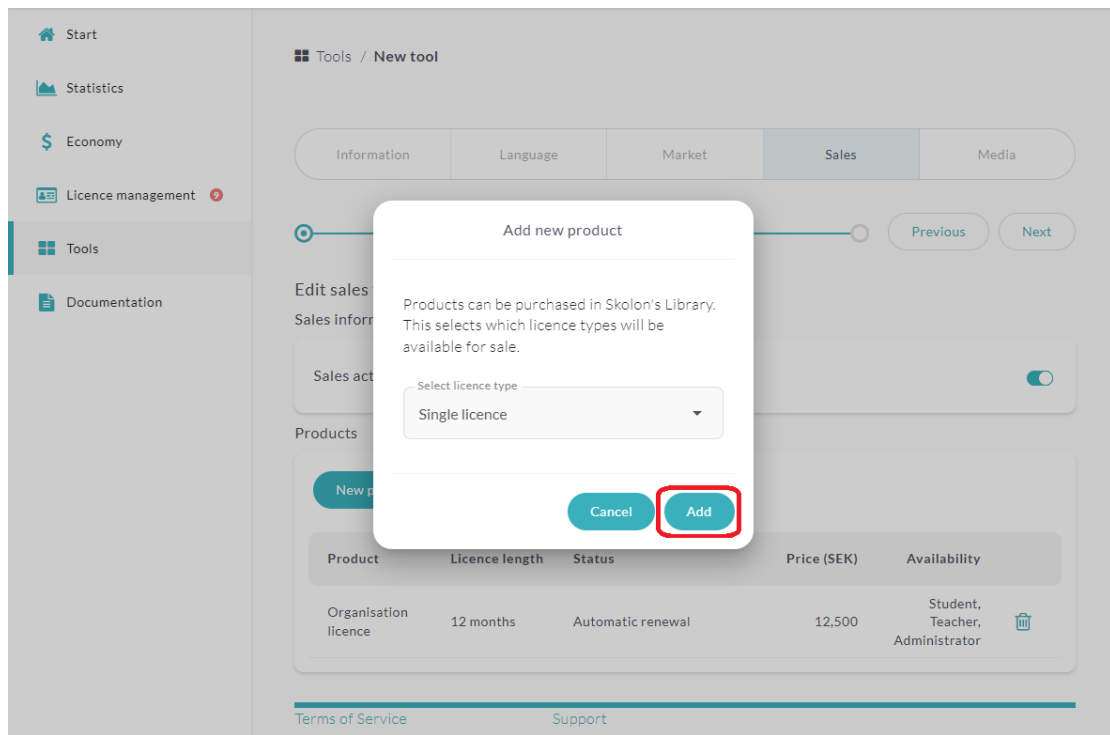
Class licence

School licence

Cancel Add

Product	Licence length	Status	Price (SEK)	Availability
Organisation licence	12 months	Automatic renewal	12,500	Student, Teacher, Administrator

Terms of Service Support



6. Specify the license time for the license e.g. 12 then select interval, days, months or year.

7. Set price or specify if price is available on request (quote).

8. Fill out license code (if applicable), limitations and a description.

Tip! If you want to sell a class license with a limit of 35 users, set the limit for total number of licenses. Note! Limitation on number of users is only applicable for class licenses

9. As default licenses are automatically renewed (subscription). Activate manual management if you do **not** want automatic renewal.

10. Click **Save**.

Summary of Sales

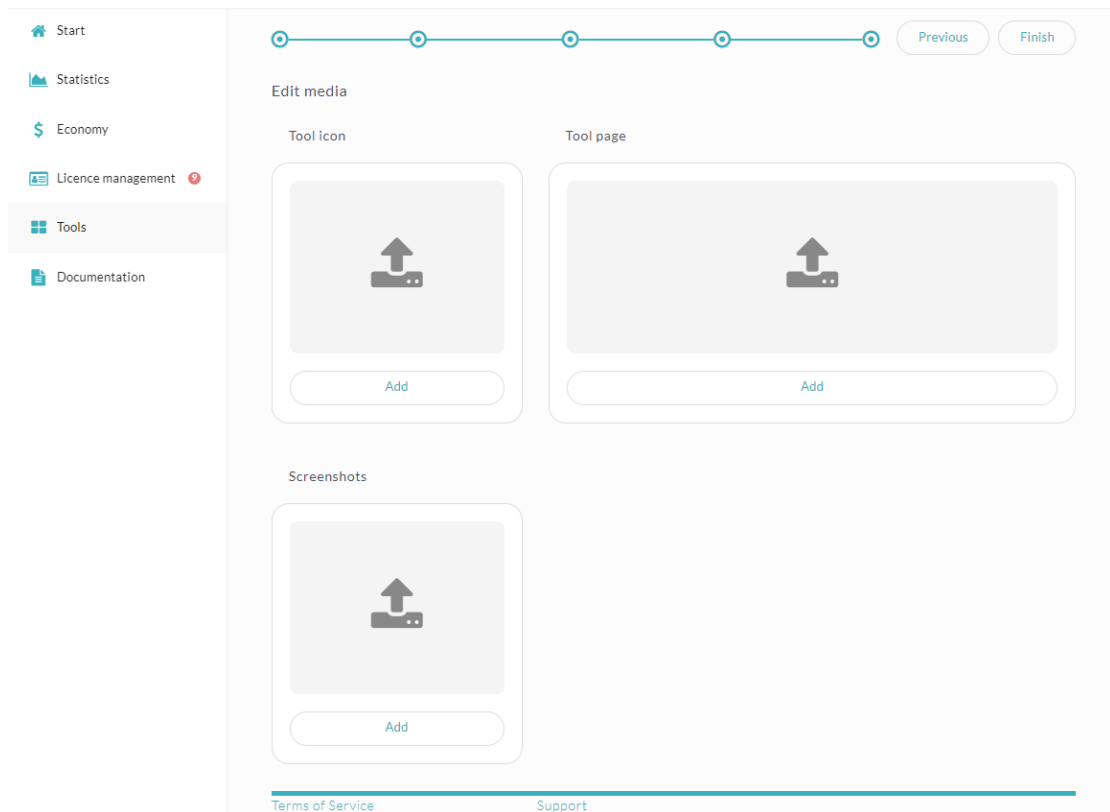
- You can create single, class, school or organization licenses.
- You can also choose the duration of the license, please note that automatic renewal is default, you have to specifically select manual license management if you do not want automatic renewal.
- You set a price and VAT percentage. If you want to provide price on request you can select that option. Note that this will be a manual procedure where you get a request in the partner portal that you need to respond to.
- You can only limit the number of students/teachers for class licenses.
- The field **Description** is mainly for internal use for you as a partner, it is only visible for the user in the final step before checking out of the cart from Skolon.

To keep in mind:

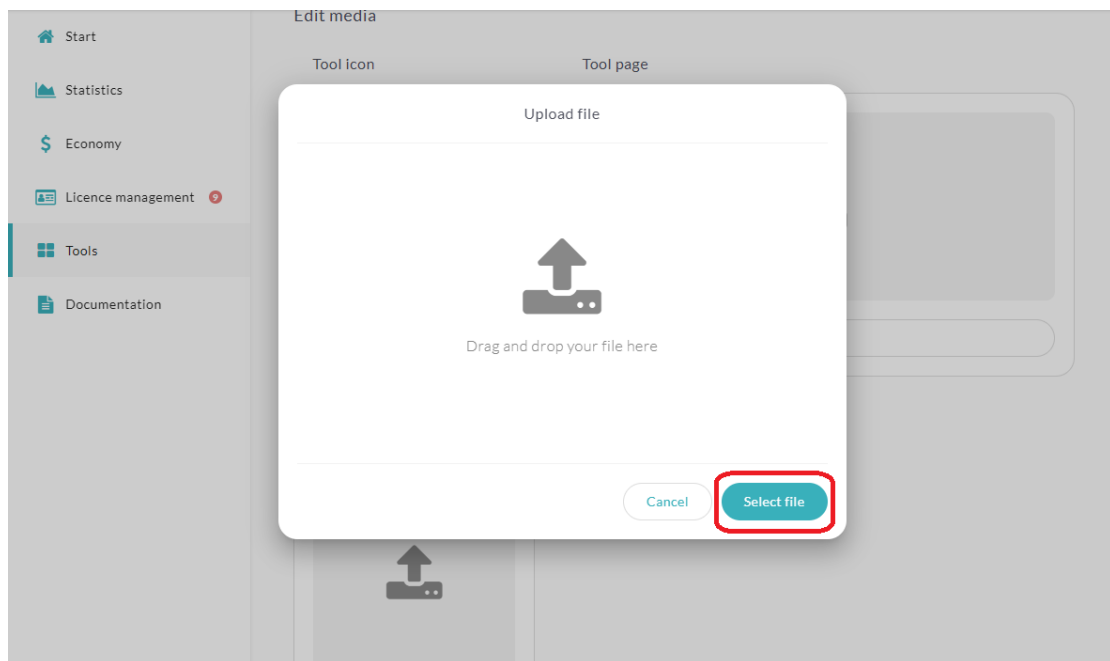
- Make sure that there are no outdated tools in your partner portal
- Major updates that significantly changes the content or structure of the tool must be communicated clearly and with good foresight to us at Skolon via support@skolon.eu
- Skolon invoices the customers that buy licenses through Skolon on a monthly basis. For you as a partner we will settle according to the current routines and conditions that are defined in your partner agreement. You will receive an invoice specification the month after the customers purchase and can then invoice Skolon.
- Make sure that your VAT percentage is correct for the applicable markets.
- You can create discount codes for your customers in the partner portal. See the [Discount codes](#) article.
- When a customer has ordered licenses for a tool where licenses are not created automatically an order confirmation will be sent to the e-mail address that you have specified in the partner portal. **NOTE!** You **must** handle this order within 5 days and make sure that the customer **receives delivery of the tool via e-mail**.

Section 5. Media

In the Media section you can upload a tool icon(240 x 240 pixlar) and images for the tools page (1280 x 360 pixlar). These will be visible in Skolon's Library . In addition to the tool icon you can upload an icon background for the tool's library page. You can also upload license keys if needed.



1. Click the area for which you want to upload the image. Drag and drop the file into the marked area or click **Select file**.



2. Select image from your computer.
3. Adjust the size and position of the image. Click **Save**.

