



Updating Product Profiles: When a Client's Core Body Measurements Change

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WHAT TO DO WHEN CLIENT'S CORE BODY MEASUREMENTS CHANGE

- Product Profiles are not automatically changed after a Client's Core Measurements are updated. A Stylist will need to use one of two methods to update each of the Client's profiles.
- Method #1 is to manually adjust each Product Profile individually. This method is recommended when the Client has small measurement changes.
- Method #2 is to use TAPE to generate new Product Profile recommendations based on Client's new Core Measurements. This method is recommended when a Client experiences large changes to his Core Measurements.



METHOD #1: SMALL MEASUREMENT CHANGES (MANUALLY UPDATE PRODUCT PROFILES)

- If your Client is experiencing small measurement changes, then we recommend manually updating his Product Profiles.
- Examples of small measurement changes:
 - Client's Shirt Waist increases 2" from his previous shirt which is 3 years old.
 - Client has started a new exercise regime and his waist and hips have decreased by 1".



METHOD #1: SMALL CHANGES (MANUALLY UPDATE PRODUCT PROFILES)

New Core Measurements

Last Updated: April 22, 2021 [Edit](#)

Neck	15.50	Right Sleeve Inseam	16.50
Overarm	48.50	Left Sleeve Inseam	16.50
Chest	41.00	Right Wrist	6.75
Shirt Waist	37.50	Left Wrist	6.75
Hips Shirt	41.00	Watch	None
Hips Trouser	41.00	Shirt Length	30.50
Shoulder	18.75	Trouser Waist	34.00
Right Sleeve	35.25	Right Outseam	41.00
Left Sleeve	35.25	Left Outseam	41.00
Right Sleeve Short	20.00	Shorts Right Outseam	19.50
Left Sleeve Short	20.00	Shorts Left Outseam	19.50
Shoe Size	10.50 D		

Current Shirt Product Profile

Shirt Created with TAPE
[Edit](#) [Delete](#) [Copy](#)

	BODY	SHIRT	APPROVED
Collar	15.50	16.00	--
Chest	40.50	43.50	--
Waist	35.50	38.50	--
Hips	40.00	43.00	--
Shoulder	18.75	18.75	--
Right Sleeve (Long)	35.25	35.25	--
Left Sleeve (Long)	35.25	35.25	--
Right Sleeve (Short)	20.00	17.00	--
Left Sleeve (Short)	20.00	17.00	--
Right Cuff	6.75	9.75	--
Left Cuff	6.75	9.75	--
Watch	None	--	--
Shirt Length	30.50	30.50	--
Sleeve Fit	Extra Fitted	--	--
Armhole Adjustment	--	0.00	--
Additional Elbow Adjustment	--	-0.50	--
Shoulder Slope	--	Standard	--

Stylist Comments:

- For this example, the Client has experienced the following changes to his Core Measurements:
 - Chest: +.5"
 - Shirt Waist: +2"
 - Hips: +1"
- Due to these measurement changes, the Client's current Product Profiles no longer match his new Core Measurements.
- Remember, Stylists must manually update each Product Profile to reflect these new measurements.
- On the left, you can see the difference between the Client's new Core Measurements and his current Shirt Profile, which is still reflecting his previous Core Measurements.
 - Based on his Current Shirt Profile, this Client has a +3 Shirt fit.

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METHOD #1: SMALL MEASUREMENT CHANGES (MANUALLY UPDATE PRODUCT PROFILES)

The screenshot shows the J.Hilburn Inc. client profile interface. On the left is a dark sidebar with navigation options: HOME, ORDERS, MEASUREMENTS & FIT (highlighted with a red circle), BILLING & ACCOUNT, DETAILS & INTERACTIONS, and EMAIL TIME LINE. The main content area is titled 'Product Measurement Profiles' and shows a dropdown for 'Shirts (1 Profile)' (highlighted with a red circle). Below this is a teal 'ADD PROFILE' button. The main section is titled 'Shirt Created with TAPE' and contains three buttons: 'Edit', 'Delete', and 'Copy' (highlighted with a red circle). Below these buttons is a table with columns: BODY, SHIRT, and APPROVED. The table lists various measurements for a shirt, including Collar, Chest, Waist, Hips, Shoulder, Right Sleeve (Long), Left Sleeve (Long), Right Sleeve (Short), Left Sleeve (Short), Right Cuff, Left Cuff, Watch, Shirt Length, Sleeve Fit, Armhole Adjustment, Additional Elbow Adjustment, and Shoulder Slope. The 'APPROVED' column contains '--' for all items. At the bottom of the table is a 'Stylist Comments:' field.

	BODY	SHIRT	APPROVED
Collar	15.50	16.00	--
Chest	40.50	43.50	--
Waist	35.50	38.50	--
Hips	40.00	43.00	--
Shoulder	18.75	18.75	--
Right Sleeve (Long)	35.25	35.25	--
Left Sleeve (Long)	35.25	35.25	--
Right Sleeve (Short)	20.00	17.00	--
Left Sleeve (Short)	20.00	17.00	--
Right Cuff	6.75	9.75	--
Left Cuff	6.75	9.75	--
Watch	None	--	--
Shirt Length	30.50	30.50	--
Sleeve Fit	Extra Fitted	--	--
Armhole Adjustment	--	0.00	--
Additional Elbow Adjustment	--	-0.50	--
Shoulder Slope	--	Standard	--

Stylist Comments:

How to manually update Product Profiles:

- Step 1: Navigate to the **Measurements & Fit** section of the Client's Profile in the Green Room.
- Step 2: Open the **Shirt Profile (or the desired Product Profile)** by selecting down arrow.
- Step 3: Click **"COPY"** on the current Shirt Profile.



METHOD #1: SMALL MEASUREMENT CHANGES (MANUALLY UPDATE PRODUCT PROFILES)



	Core Measurements ⓘ	Finished Measurements	
Collar ⓘ	15.50	16.00 ▾	
Chest	41.00 (+2.50)	43.50 ▾	44" to achieve +3 fit
Waist	37.50 (+1.00)	Select ▾	40.5" to achieve +3 fit
Hips	41.00 (+2.00)	43.00 ▾	44" to achieve +3 fit
Shirt Length	30.50	30.50 ▾	
Shoulder	18.75	18.75 ▾	
Shoulder Slope		Standard ▾	
Right Sleeve (Long)	35.25	35.25 ▾	
Left Sleeve (Long)	35.25	35.25 ▾	
Right Sleeve (Short)	20.00	17.00 ▾	
Left Sleeve (Short)	20.00	17.00 ▾	
Right Cuff ⓘ	6.75	9.75 ▾	
Left Cuff ⓘ	6.75	9.75 ▾	
Watch ⓘ		None ▾	

Save

- After selecting "**COPY**", a new window will open with a copy of the Client's existing Product Profile. This new copy of the original profile will reflect the Client's **NEW** updated Core Measurements.
- Step 4: Rename the new profile by selecting "**EDIT**" next to profile name. Update the new Product Profile name with the date it was edited for your reference. After changing profile name, you must click "**SAVE**" next to the profile name.
- Step 5: Toggle up or down to update the **Finished Measurements** to reflect the Client's fit preference.
 - For this example, the Client's original Finished Chest fit preference was a +3 Modern Fit. I am going to toggle up to increase the Finished Chest to 44 to reflect a +3 fit based on his new measurements.
 - Continue to Toggle to adjust the Finished Measurements of the Shirt Waist and Hip to reflect the new Finished Measurements based on +3 Modern fit preference.
- Step 6: Click on "**SAVE**" button at the bottom right of Profile to save all measurement changes.

Save



METHOD #1: SMALL MEASUREMENT CHANGES (MANUALLY UPDATE PRODUCT PROFILES)

Product Measurement Profiles

^ Shirts (2 Profiles)

ADD PROFILE

Original Shirt Profile

Edit Delete Copy

	BODY	SHIRT	APPROVED
Collar	15.50	16.00	--
Chest	40.50	43.50	--
Waist	35.50	38.50	--
Hips	40.00	43.00	--
Shoulder	18.75	18.75	--
Right Sleeve (Long)	35.25	35.25	--
Left Sleeve (Long)	35.25	35.25	--
Right Sleeve (Short)	20.00	17.00	--
Left Sleeve (Short)	20.00	17.00	--
Right Cuff	6.75	9.75	--
Left Cuff	6.75	9.75	--
Watch	None	--	--
Shirt Length	30.50	30.50	--
Sleeve Fit	Extra Fitted	--	--
Armhole Adjustment	--	0.00	--
Additional Elbow Adjustment	--	-0.50	--
Shoulder Slope	--	Standard	--

Stylist Comments:

Updated Shirt 4/23/2021

Edit Delete Copy

	BODY	SHIRT	APPROVED
Collar	15.50	16.00	--
Chest	41.00	44.00	--
Waist	37.50	40.50	--
Hips	41.00	44.00	--
Shoulder	18.75	18.75	--
Right Sleeve (Long)	35.25	35.25	--
Left Sleeve (Long)	35.25	35.25	--
Right Sleeve (Short)	20.00	17.00	--
Left Sleeve (Short)	20.00	17.00	--
Right Cuff	6.75	9.75	--
Left Cuff	6.75	9.75	--
Watch	None	--	--
Shirt Length	30.50	30.50	--
Sleeve Fit	Extra Fitted	--	--
Armhole Adjustment	--	0.00	--
Additional Elbow Adjustment	--	-0.50	--
Shoulder Slope	--	Standard	--

Stylist Comments:

Corporate Comments:

Status:

Not Approved

Last Modified:

04/23/2021 11:24:00 AM

- This Client now has 2 **Shirt Product Profiles**.
- Stylists can compare his original and new Shirt profile side-by-side to confirm all changes.
- Check that the newly updated profile reflects other consistent Body Measurements, like Sleeve Length and Shirt Length.
- Once changes are confirmed, it's best practice to delete the old profile to avoid confusion during order entry.
- A Client's Tear Sheet will always reflect the profile with which a garment was ordered and can be used to reference old Shirt profiles and Core Measurements.



METHOD #2: LARGE MEASUREMENT CHANGES (USE TAPE FIT QUIZ TO UPDATE PRODUCT PROFILES)

- If your Client is experiencing large measurement changes, then we recommend using TAPE to generate new Product Profiles.
- Examples of large measurement changes
 - Client has undergone an extensive exercise and diet change. His Chest measurement has reduced 3” his Shirt Waist has reduced 4” and his hip has reduced 2”.
 - Client is young, his original measurements were taken when he graduated high school. Four years later, his height has increased by 2”. His chest has increased 3”, shirt waist is the same and hip has increased 2”.
- NOTE: Don't fear TAPE Fit Quiz. When you launch the Tape Fit Assistant from within the Product Profile it only generates a new Fit recommendation for that product. No other Profiles will be affected. This is the easiest method for generating an updated profile.



METHOD #2: LARGE MEASUREMENT CHANGES (USE TAPE TO UPDATE PRODUCT PROFILES)

New Core Measurements

Last Updated: April 23, 2021		Edit	
Neck	16.50	Right Sleeve Inseam	16.75
Overarm	52.00	Left Sleeve Inseam	16.75
Chest	40.00	Right Wrist	7.25
Shirt Waist	36.00	Left Wrist	7.25
Hips Shirt	40.50	Watch	None
Hips Trouser	40.00	Shirt Length	32.00
Shoulder	19.75	Trouser Waist	34.00
Right Sleeve	36.00	Right Outseam	41.50
Left Sleeve	36.00	Left Outseam	41.50
Right Sleeve Short	20.75	Shorts Right Outseam	20.00
Left Sleeve Short	20.75	Shorts Left Outseam	20.00
Shoe Size	--		

Current Shirt Product Profile

Shirt Created with TAPE			
Edit Delete Copy			
	BODY	SHIRT	APPROVED
Collar	16.50	17.50	--
Chest	44.00	48.00	--
Waist	40.50	44.50	--
Hips	42.50	46.50	--
Shoulder	19.75	19.75	--
Right Sleeve (Long)	36.00	36.00	--
Left Sleeve (Long)	36.00	36.00	--
Right Sleeve (Short)	20.75	19.25	--
Left Sleeve (Short)	20.75	19.25	--
Right Cuff	7.25	10.25	--
Left Cuff	7.25	10.25	--
Watch	None	--	--
Shirt Length	32.00	32.00	--
Sleeve Fit	Extra Fitted	--	--
Armhole Adjustment	--	0.00	--
Additional Elbow Adjustment	--	0.00	--
Shoulder Slope	--	Standard	--

- For this example, the Client has experienced the following changes to his Core Measurements:
 - Chest: - 4"
 - Shirt Waist: - 4.5'
 - Hips: - 2.5"
- Due to these measurement changes, the Client's current Product Profiles no longer match his new Core Measurements.
- Remember, Stylists must manually update each Product Profile to reflect these new measurements.
- On the left, you can see the difference between the Client's new Core Measurements and his current Shirt Profile, which is still reflecting his previous Core Measurements.

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METHOD #2: LARGE MEASUREMENT CHANGES (USE TAPE TO UPDATE PRODUCT PROFILES)

HOME

ORDERS

MEASUREMENTS & FIT

BILLING & ACCOUNT

DETAILS & INTERACTIONS

EMAIL TIME LINE

ADD PROFILE

Shirt Created with TAPE

Edit Delete Copy

	BODY	SHIRT	APPROVED
Collar	16.50	17.50	--
Chest	44.00	48.00	--
Waist	40.50	44.50	--
Hips	42.50	46.50	--
Shoulder	19.75	19.75	--
Right Sleeve (Long)	36.00	36.00	--
Left Sleeve (Long)	36.00	36.00	--
Right Sleeve (Short)	20.75	19.25	--
Left Sleeve (Short)	20.75	19.25	--
Right Cuff	7.25	10.25	--
Left Cuff	7.25	10.25	--
Watch	None	--	--
Shirt Length	32.00	32.00	--
Sleeve Fit	Extra Fitted	--	--
Armhole Adjustment	--	0.00	--
Additional Elbow Adjustment	--	0.00	--
Shoulder Slope	--	Standard	--

Stylist Comments:

Corporate Comments:

Status: Not Approved

Last Modified: 12/31/2020 09:12:00 AM

How to use TAPE to generate new Product Profiles:

- Step 1: Navigate to the **Measurements & Fit** section of the Client's Profile in the Green Room.
- Step 2: Open the **Shirt Profile (or the desired Product Profile)** by selecting down arrow.
- Step 3: Click "**ADD PROFILE**" button to create a new updated profile for the Client.



METHOD #2: LARGE MEASUREMENT CHANGES (USE TAPE TO UPDATE PRODUCT PROFILES)

New Shirt Profile Edit

Launch **TAPE Assistant**

Tim Sample

Download TAPE's fit guide

TAPE Assistant ×

How do you like your shirts to fit through the body?

☐ Modern, very fitted

☒ Standard, not too tight

☐ Relaxed, roomy

How do you like your sleeves to fit?

☐ Modern, very fitted

☒ Standard, not too tight

☐ Relaxed, roomy

Do you tuck your shirts in?

☒ Always tucked

☐ Always untucked

☐ Both

For your short-sleeve shirts, what length do you like your sleeves to be?

☐ Modern length, mid-bicep

☒ Standard length, below the bicep

☐ Relaxed length, just above the elbow

Do you have a noticeable shape to your shoulders?

☒ No, I have regular shoulders

☐ Very sloped shoulders that cause vertical creases

☐ Square shoulders that cause horizontal creases

Apply

- After Selecting "NEW PROFILE", a new window will open with a new Shirt Product Profile reflecting the Client's current Core Measurements. At this point Tape has not generated a Fit Recommendation and the Finished Measurement column will be empty
- Step 4: Click on blue "**Launch TAPE Assistant**" button to launch the TAPE Fit Quiz to generate the new Fit Recommendation.
- Step 5: Select the answers based on your Client's current fit preference.
 - NOTE: The answers to the Fit Quiz will only affect the current Product Profile recommendations.
- Step 6: Select "**APPLY**" to generate the new Shirt Product Profile

Use "EDIT" button to relabel Profile

Launch TAPE Assistant

Download TAPE's fit guide

METHOD #2: LARGE MEASUREMENT CHANGES (USE TAPE TO UPDATE PRODUCT PROFILES)

	Core Measurements	Finished Measurements
Collar	16.50	17.00
Chest	40.00 (+4.00)	44.00
Waist	36.00 (+4.00)	40.00
Hips	40.50 (+4.00)	44.50
Shirt Length	32.00	32.00
Shoulder	19.75	19.75
Shoulder Slope		Standard
Right Sleeve (Long)	36.00	36.00
Left Sleeve (Long)	36.00	36.00
Right Sleeve (Short)	20.75	19.25
Left Sleeve (Short)	20.75	19.25
Right Cuff	7.25	10.25
Left Cuff	7.25	10.25
Watch		None
Sleeve Fit		Extra Fitted
Armhole Adjustment		0.00
Additional Elbow Adjustment		0.00

TAPE has added a +4 to new Core Measurement for a STANDARD fit

- After selecting your Client's fit preferences and "APPLY", TAPE will generate a new Shirt Product Profile with new Finished Measurement based on his updated Core Measurements.
- Step 7: Rename the new profile by selecting "**EDIT**" next to profile name. Update the new Product Profile name with the date it was edited for your reference. After changing profile name, you must click "**SAVE**" next to the profile name.
- Step 8: Review all of the new TAPE recommendations which will be highlighted in **yellow** for easy reference.
- Step 9: Click "**SAVE**" button at bottom right of screen to save new the profile.

Save



METHOD #2: LARGE MEASUREMENT CHANGES (USE TAPE TO UPDATE PRODUCT PROFILES)

^ Shirts (2 Profiles)

Original Shirt Profile

Edit Delete Copy

	BODY	SHIRT	APPROVED
Collar	16.50	17.00	--
Chest	40.00	44.00	--
Waist	36.00	40.00	--
Hips	40.50	44.50	--
Shoulder	19.75	19.75	--
Right Sleeve (Long)	36.00	36.00	--
Left Sleeve (Long)	36.00	36.00	--
Right Sleeve (Short)	20.75	19.25	--
Left Sleeve (Short)	20.75	19.25	--
Right Cuff	7.25	10.25	--
Left Cuff	7.25	10.25	--
Watch	None	--	--
Shirt Length	32.00	32.00	--
Sleeve Fit	Extra Fitted	--	--
Armhole Adjustment	--	0.00	--
Additional Elbow Adjustment	--	0.00	--
Shoulder Slope	--	Standard	--

Stylist Comments:

Corporate Comments:

New Shirt 4/29/21

Edit Delete Copy

	BODY	SHIRT	APPROVED
Collar	16.50	17.50	--
Chest	44.00	48.00	--
Waist	40.50	44.50	--
Hips	42.50	46.50	--
Shoulder	19.75	19.75	--
Right Sleeve (Long)	36.00	36.00	--
Left Sleeve (Long)	36.00	36.00	--
Right Sleeve (Short)	20.75	19.25	--
Left Sleeve (Short)	20.75	19.25	--
Right Cuff	7.25	10.25	--
Left Cuff	7.25	10.25	--
Watch	None	--	--
Shirt Length	32.00	32.00	--
Sleeve Fit	Extra Fitted	--	--
Armhole Adjustment	--	0.00	--
Additional Elbow Adjustment	--	0.00	--
Shoulder Slope	--	Standard	--

Stylist Comments:

Corporate Comments:

- This Client now has **2 Shirt Product Profiles**.
- Stylists can compare his original and new Shirt profile side-by-side to confirm all changes.
- Check that the newly updated profile reflects other consistent Body Measurements, like Sleeve Length and Shoulder Slope.
- Once changes are confirmed, it's best practice to delete the old profile to avoid confusion during order entry.
- A Client's Tear Sheet will always reflect the profile with which a garment was ordered and can be used to reference old Shirt profiles and Core Measurements.

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UPDATING PRODUCT PROFILES WHEN A CLIENT'S CORE BODY MEASUREMENT CHANGE

- Recap:
 - If a Client experiences small measurement changes, we recommend manually updating his Product Profile's individually.
 - If a Client experiences large measurement changes, we recommend using TAPE to generate new Product Profiles.
- After any changes to a Client's Core Body Measurements, it's best practice to update ALL the Client's Product Profiles. Even if the Client is not currently ordering a product category, updating all Product Profiles at one time will ensure he is fit for all categories and will help you avoid any confusion in the future.
- Fit Advice is always available to review updated profiles by calling 214-631-2601 or emailing fitadvice@jhilburn.com.