

# Custom Data Lists

Data lists allow for custom information to be stored and utilized in filters, letting you further fine-tune how specific routing cases are handled. For instance, if a scenario cannot fulfill certain product UPCs then a data list could be created that contains those UPCs. A filter could then be created with that data list applied to the "Item UPC" attribute, so that those items would not be assigned to locations in that scenario.



Note that changes to Order Routing settings may not immediately take effect when processing orders. It may take up to 15 minutes for updates to be reflected in the system while the cache refreshes.

The Order Routing UI has been overhauled in August 2025 with an updated look and feel, as well as some functional changes. This new UI is now available to be enabled in your sandboxes. Contact to opt in and begin using it. All sandbox tenants will receive the new UI on September 3, unless you have specified to opt out by notifying Kibo Support. The UI will also be available for production tenants on September 3. Coordinate with Kibo to migrate your production tenants at any point between September and end of January 2026.

Expand the below sections to view the data list details for the appropriate UI version.

## Classic Order Routing UI













If you have not yet upgraded to the new Order Routing UI, then you are using the Classic UI. Here, custom data lists exist within a strategy and can be reused by any filters defined in that strategy.

### Data Lists Page

The Data Lists page displays all existing lists. On the right of the table, not pictured in the screenshot, are additional notes about the list and the icons to edit or delete each list.

### Custom data lists

Manage custom data lists used in filters.

Name		Data Type		Notes		Edit
Active Locations		Location				 
Region 1		Location				 
Region 2		Location				 
Sample List Location		Location		list of stores		 
Sample List Location New		Location		list of stores		 
Sample List Number		Number				 

Items per page: 10

Add new list

### Creating a Data List

Click **Add New List** to create a new list.

When creating a data list, enter the name, data type, and any custom notes that describe the purpose of the list. The values that are included in the list can then be provided via .CSV file upload. A template for building this file can be downloaded from the **Download Template** action of the navigation menu.

Once the list is initially uploaded and created, the individual values can then be modified and new values can be added.

## Create data list

You can upload a csv file containing the data list.

Name:

Data type:

- ☐ Text
- ☒ Number
- ☐ Location
- ☐ Date

Notes:

max 255 characters

## Edit Data Lists



Clicking an existing list will open a detailed list of the individual data values, which can then be edited or added to.

Custom data lists / Active Locations

### Active Locations

Data Type: Location

Notes:

Value	Notes	Edit
000002 - Quartz Circle (000002)	Added notes for 000002	 

Items per page: 10

# New Order Routing UI

In the new UI, custom data lists are now known as "filter data lists" and are independent global entities, not defined for a specific strategy. They can be used as filters across any strategy or scenario.

## Data Lists Page

The **Filter Data Lists** page displays all existing data lists in a table. Click the **Current Site** selector in the top right to switch to a different site and view its data lists instead.







**Filter Data List**

A List of all filter data lists for APIAutomationOmsOnly

Current Site

APIAutomationOmsOnly

Add Filter Data List

Search			
Name	Description	Type	Actions
Data List 1	Example data list of numbers	NUMBER	 
Data List 2	Example data list of strings	STRING	 
Test List	Data list for testing with	STRING	 

<

1

2

>

>|

1 of 2 pages (20 items)

## Create a New Data List

To create a new data list:

1. Go to the **Filter Data Lists** page.
2. Click **Add Filter Data List**.
3. Enter a **Name** for the data list.

### Add New Data List

Fill in the details below to create a new data list.

**Name \***

Enter filter data name

Example Data List

**Description**

Enter filter data description

**Type \***

Select filter data type

NUMBER

[Download Template](#)

**Upload File**

Select a file to upload

or Drag and drop

Any file up to 10MB

Cancel

Save

4. Select the **Data Type** (Text, Number, Location, or Date) you want to use for the list values.
5. Enter an optional **Description**.
6. When initially creating a data list, its values should be provided via .CSV file upload. A template for building this file can be downloaded from the **Download Template** button.
7. Click **Save**.

## Edit Data Lists

Once a list has been created, it can be managed or edited from the Filter Data Lists page. Click the **Delete** icon in the Actions column to remove a data list entirely. If you want to delete a data list, you must first remove it from any filters it's currently used in.

To update a data list and its values instead:

1. Click the **Edit** icon in the Actions column of any list to view its configurations.
2. Edit the list's **Name** or **Description** as needed.
3. Use the action icons in the values table to modify or delete any existing fields.

### Edit Filter Data List

Name \*

Enter name

Data List 1







Data Type

NUMBER

#### Description

Example data list of numbers

#### Filter Data List

Value	Description	
12	Main Los Angeles Store	 
122	Primary New York Hub	 
1221	Future San Francisco Outlet	 

Add New Row

Cancel

Save Changes

- Click **Add New Row** to define additional value:description data pairs.
- Click **Save Changes**.