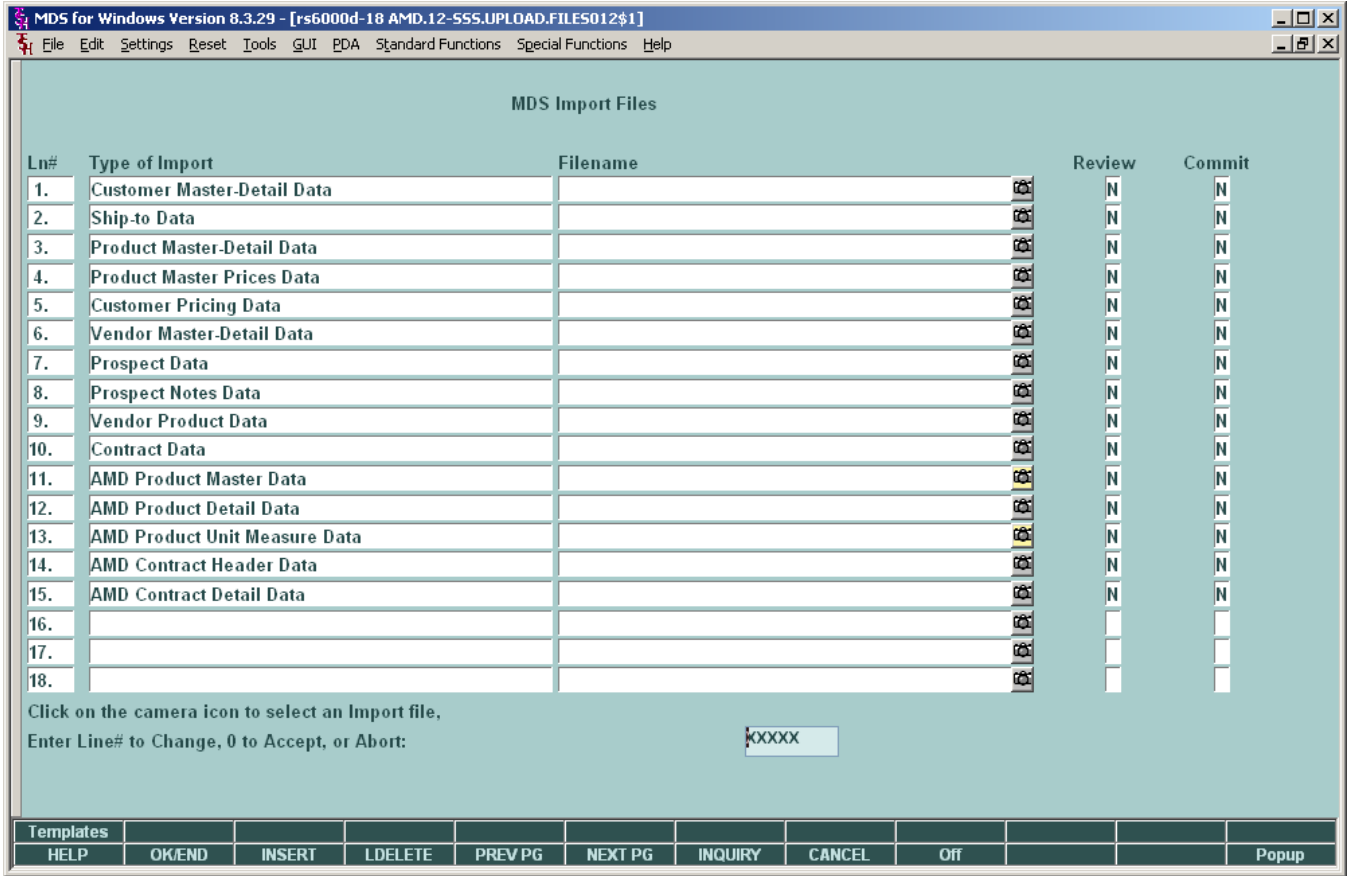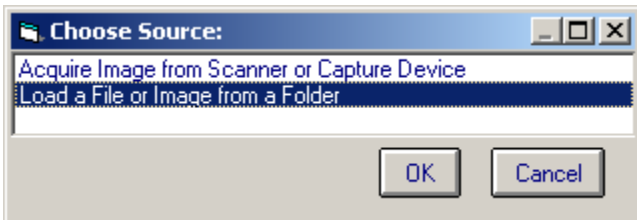# IMPORT FILES PROCEDURES

Start the Import procedures from the Utilities menu choosing the Import MDS Files option. The available import procedures are displayed in the Type of Import column.
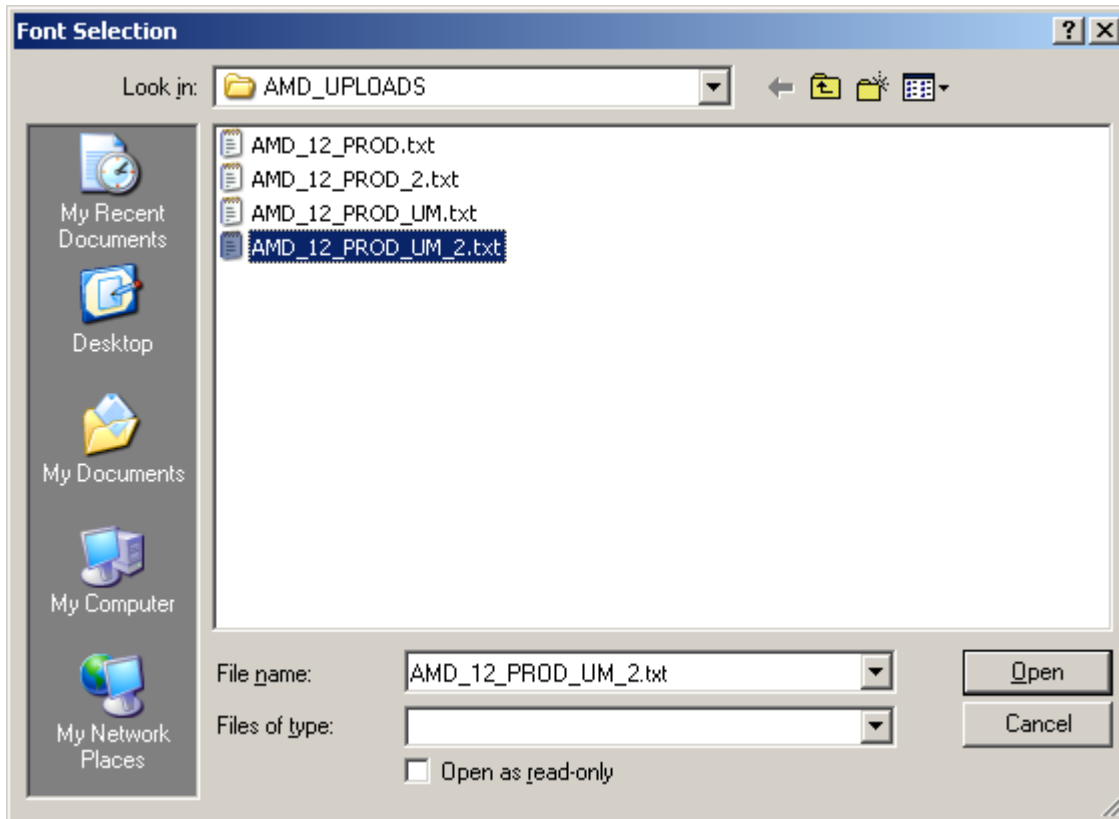

1. Filename input field

Mouse click on a camera icon, for the line of the desired Type of Import, to select the file for a local TAB-delimited text input file. A popup window will appear to choose the source file. Highlight the "Load a File or Image from a Folder" line, then click the OK button.
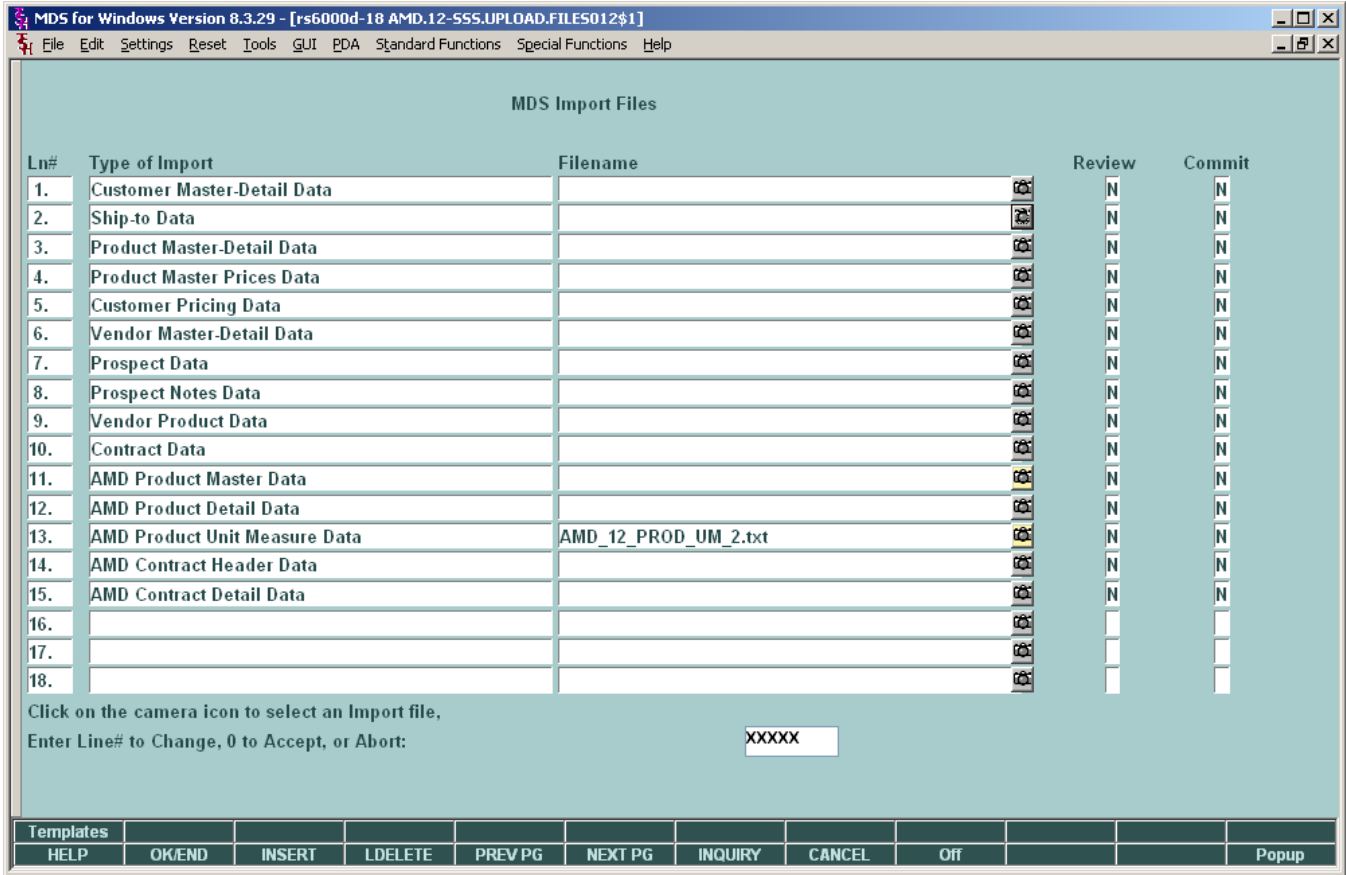
IMPORT FILES PROCEDURES

A popup window will appear which the user can use to navigate to file folders on the local or network drive that contains the desired TAB-delimited file to be imported. Highlight the filename and click on the OPEN button.

MDS for Windows will insert the selected filename into the Filename field for the selected Type of Import.

2. REVIEW and COMMIT flag fields

a.) Click on one of these fields to set the flag to "Y" which will tell the import procedure what to do with the import data.
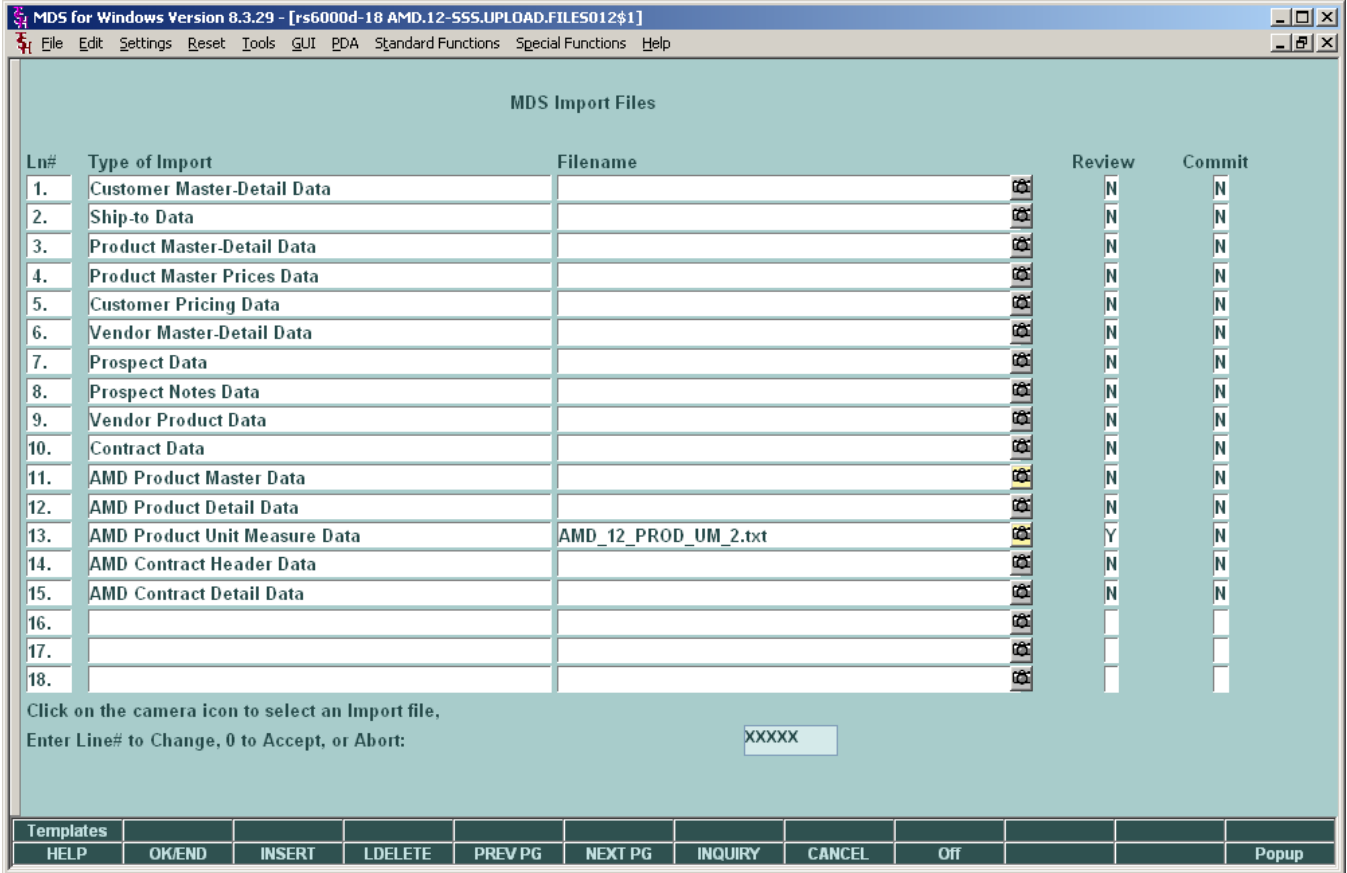
b.) A "Y" flag in the REVIEW field will import the data, check for required fields in each data record and validate the data for each field in a data record where needed (e.g. must be a valid date or must be numeric). The import procedure **WILL NOT UPDATE** the corresponding database.

This feature is used to scrub the import data to check for possible corrections that are needed before actually updating a database.

c.) A "Y" flag in the COMMIT field will cause the import procedure to function similar to the REVIEW function, and **WILL UPDATE** the corresponding database.

d.) These flag are mutually exclusive, i.e. both flags for an import procedure can be "N", but only one flag can be "Y".

MDS for Windows Version 8.3.29 - [rs6000d-18 AMD.12-SSS.UPLOAD.FILES012$1]

File Edit Settings Reset Tools GUI PDA Standard Functions Special Functions Help

MDS Import Files

Ln#	Type of Import	Filename	Review	Commit
1.	Customer Master-Detail Data		N	N
2.	Ship-to Data		N	N
3.	Product Master-Detail Data		N	N
4.	Product Master Prices Data		N	N
5.	Customer Pricing Data		N	N
6.	Vendor Master-Detail Data		N	N
7.	Prospect Data		N	N
8.	Prospect Notes Data		N	N
9.	Vendor Product Data		N	N
10.	Contract Data		N	N
11.	AMD Product Master Data		N	N
12.	AMD Product Detail Data		N	N
13.	AMD Product Unit Measure Data	AMD_12_PROD_UM_2.txt	Y	N
14.	AMD Contract Header Data		N	N
15.	AMD Contract Detail Data		N	N
16.				
17.				
18.				

Click on the camera icon to select an Import file,

Enter Line# to Change, 0 to Accept, or Abort: XXXXX

Templates											
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popup

3. Running the selected imports

On the prompt line, enter zero or click on the "END" button to run the selected import procedures. The system will display a prompt to let the user know which import is about to be run.
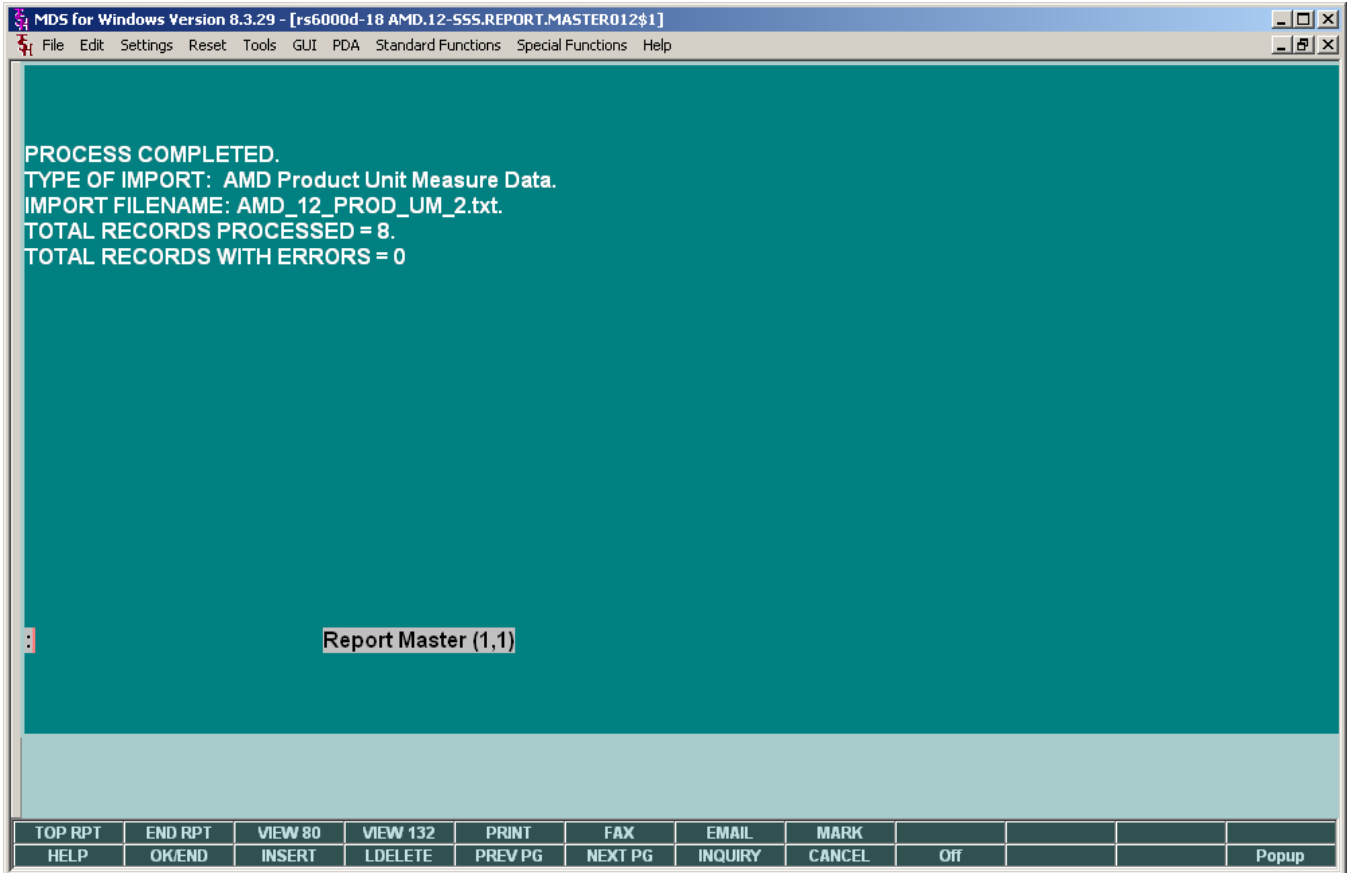
When all selected import procedures have completed, the system returns the user to the menu.

Click on the MDS for Windows VIEW button to view the import procedure error report.

If errors have been found, each error shows a line with the DATA record and a line with the RECORD number and error message for the data field in error.

Import results with no errors:

IMPORT FILES PROCEDURES

Import results with errors:

```
MDS for Windows Version 8.3.29 - [rs6000d-18 AMD.12-SSS.REPORT.MASTER012$1]
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TYPE OF IMPORT:  AMD Product Master Data.
IMPORT FILENAME: AMD_12_PROD_3.txt.
TOTAL RECORDS PROCESSED = 4.
TOTAL RECORDS WITH ERRORS = 3.
ERR|DATA C|110492|URINE HEMA-COMBISTIX 100/||510.00|TROYBIO|630.00|VL|2182||019
ERR|RECORD 2 REBATABLE GREATER THAN MAX LENGTH.
ERR|DATA C|110487|STREP A Q TEST 80/BOX||ABCD|TROYBIO|3160.00|BX|4780||021|999|
ERR|RECORD 4 STD_COST MUST BE NUMERIC.
ERR|DATA C|110487|STREP A Q TEST 80/BOX||ABCD|TROYBIO|3160.00|BX|4780||021|999|
ERR|RECORD 4 REBATABLE GREATER THAN MAX LENGTH.




                              Report Master (1,1)
```

TOP RPT	END RPT	VIEW 80	VIEW 132	PRINT	FAX	EMAIL	MARK				
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popup