

Adaxia



**Data File Importing in
Adempiere**

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1 Executive Summary

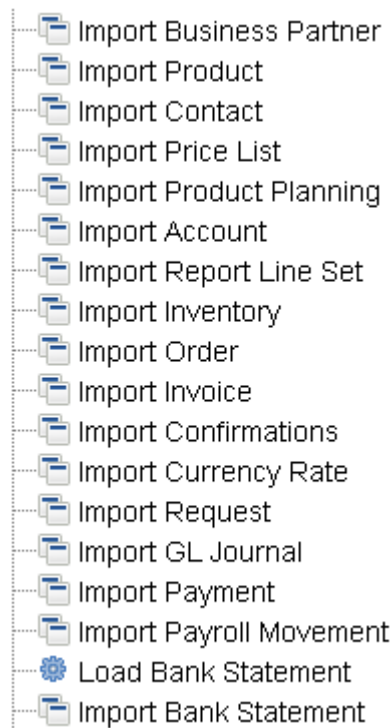
Adempiere provides the capability to import data from other systems.

There are a number of ways of bringing external data into Adempiere including which require programmer involvement. There is also a standard method which does not require programmer involvement.

This HowTo guide demonstrates the use of the method not requiring programmer involvement. This method utilises the Import Loader process available from the standard Adempiere menu to users whose role has been granted access to the relevant windows and processes.

There are many 'Import Loaders' and more are added as people find a need for them.

The available import loaders at May 2012 are as follows:



Imports can also be used in an automated fashion by using the Adempiere Scheduler to cause the import table to be updated with new data at regular intervals. A second Scheduled task can then run the import process to import the records into the Adempiere tables. Note that timing of these scheduled processes may need to be carefully arranged.

The process of using the Adempiere Import Loaders is the same for all import types. This document uses the import of Products as an example of how the process is used.

2 Adding Products to Adempiere

2.1 Some Things to Note

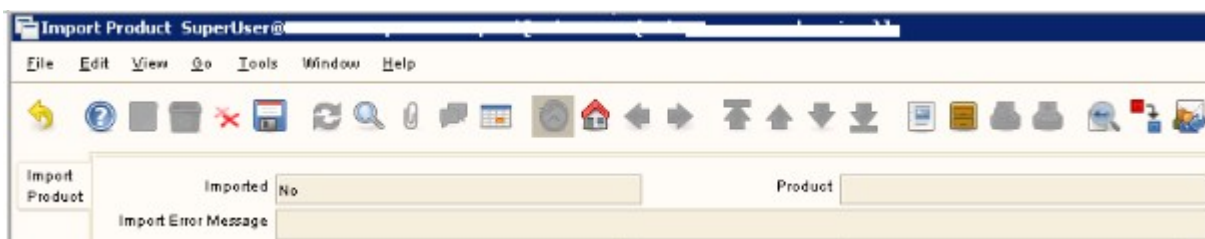
A record can be created with an Organisation of * which means it can be seen and used by all Organisations in the system. If it was created with a particular organisation value then it would only be able to be used in that Organisation.

Note that the 'Price Lists' that Products appear on may need to be created on "a one per Org" basis because price list defines (amongst other things) the currency. So if an AU company is to buy things in AUD then they must appear on a price list denominated in AUD (etc).

So, when adding records, consider carefully whether they need to be set as Organisation = * or with a particular organisation's value. Note that there is a process to change the Org that owns a Product. It is called "Product Organisation". If a Product is added with the incorrect Organisation it is quite easy to correct.

There are a number of fields on the Product Import that are mandatory. Your import may fail if you do not have all these present in your import loader. A commonly missed item is "Business Partner" which is used to set up information about who the product is purchased from. If you don't have the information to hand then create a Business Partner called "Default Supplier" and use this value in the import data.

The "Import Error Message" in the Import Product window should warn you of any missing mandatory columns.



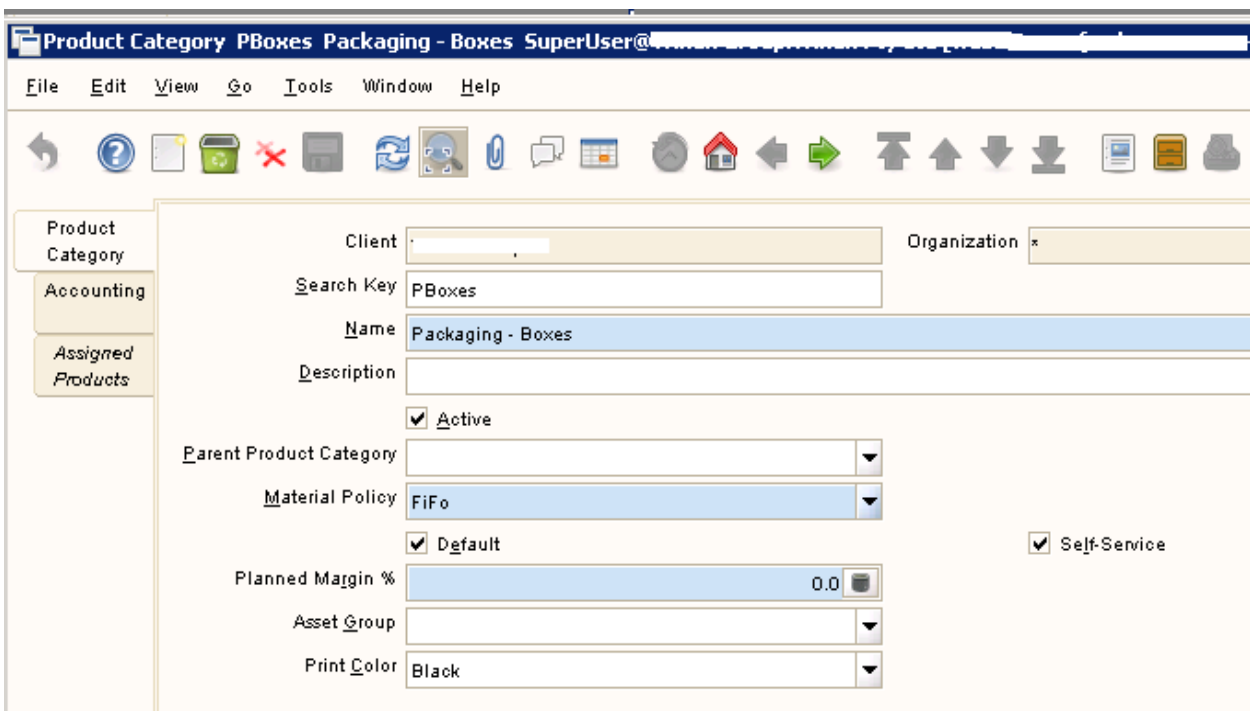
2.2 Product Category Window

2.2.1 Supporting Tables

Some imports require that data exists in other tables before an import can take place. Examples are "Business Partner Group" must exist before it can be set when importing Business Partners. There are many other instances and these are usually apparent in the relevant Import window.

2.2.2 Product Category Tab

Before Products can be added to the system the Product Categories need to be created. Remember to choose the correct Organisation value when creating the Product Categories!



The screenshot shows a software window titled "Product Category PBoxes Packaging - Boxes SuperUser@". The window has a menu bar with "File", "Edit", "View", "Go", "Tools", "Window", and "Help". Below the menu bar is a toolbar with various icons. The main content area is divided into a left sidebar and a main form. The sidebar has three tabs: "Product Category", "Accounting", and "Assigned Products". The "Product Category" tab is selected. The form contains the following fields and controls:

- Client**: A text input field.
- Organization**: A dropdown menu with an asterisk next to it.
- Search Key**: A text input field containing "PBoxes".
- Name**: A text input field containing "Packaging - Boxes".
- Description**: A text input field.
- Active**: A checked checkbox.
- Parent Product Category**: A dropdown menu.
- Material Policy**: A dropdown menu containing "Fifo".
- Default**: A checked checkbox.
- Self-Service**: A checked checkbox.
- Planned Margin %**: A text input field containing "0.0" with a spinner icon.
- Asset Group**: A dropdown menu.
- Print Color**: A dropdown menu containing "Black".

2.2.3 Product Account Codes Tab

Note that when a Product is added to the system, account codes are set for Revenue account, COGS account, Inventory account etc. This information is inherited from the values in the Product Category Accounting Tab of the Product Category selected for the Product.

Set the accounting values that apply to each Product in each Product Category:

Product Category PBoxes Packaging - Boxes SuperUser@

File Edit View Go Tools Window Help

Product Category

Accounting

Assigned Products

Client [.....]

Product Category Packaging - Boxes

Accounting Schema AUD_Schema

Active

Costing Method [.....]

Product Asset HC-11505

Cost Adjustment HC-51001

Product COGS HC-51005

Purchase Price Variance HC-54005

Trade Discount Received HC-54015

Product Revenue HC-41005

Organization *

Costing Level [.....]

Product Expense HC-21005

Inventory Clearing HC-21005

Invoice Price Variance HC-54000

Trade Discount Granted HC-41089

Copy Accounts

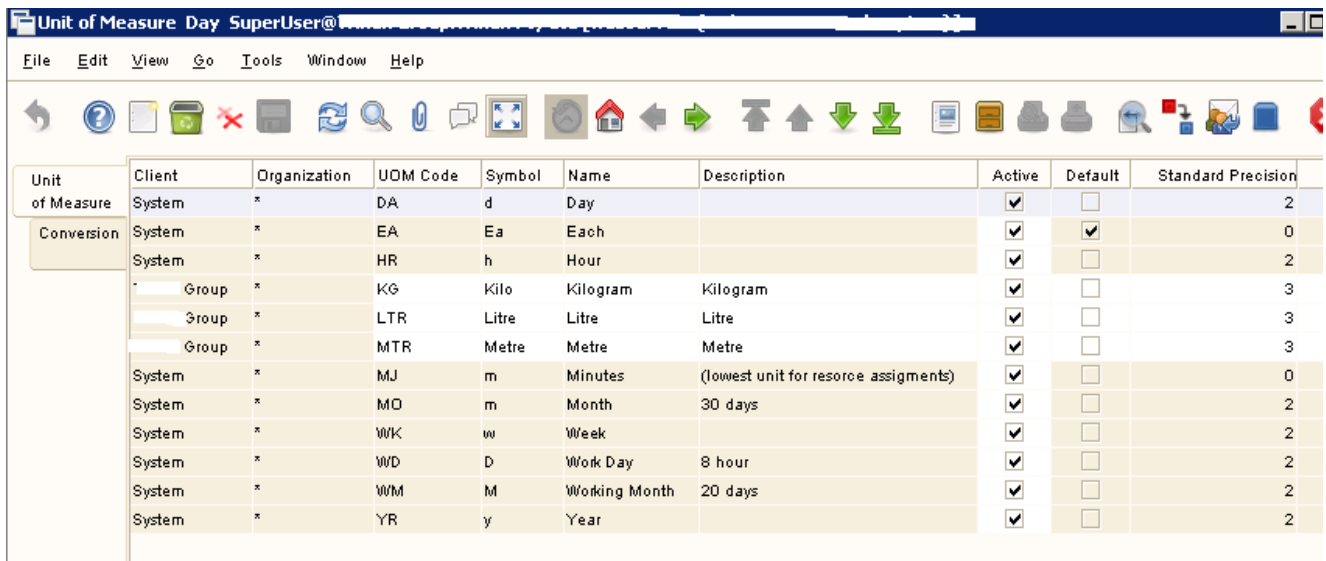
The account codes set here will copy down to each newly created product where this Product Category is selected during the add process.

Note the "Copy Accounts" button. If clicked, this button will reset the account codes of all Products that have this Product Category thus allowing a bulk update of accounting codes. The actual accounting is done based on the account codes stored in the Product record. The values displayed in the Product Category – Accounting tab are only there to provide a default set of values when a new product is added.

The Org value is not important in the account code as the correct Org value for the accounts posting will be picked up from the document being processed and substituted in to the account combination used for the posting.

2.3 Units of Measure Window

You may need to add any units of measure used by your products if they do not already exist. The Unit of Measure window displays the existing values and lets you add new values.



Unit of Measure	Client	Organization	UOM Code	Symbol	Name	Description	Active	Default	Standard Precision
	System	*	DA	d	Day		<input checked="" type="checkbox"/>	<input type="checkbox"/>	2
Conversion	System	*	EA	Ea	Each		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	0
	System	*	HR	h	Hour		<input checked="" type="checkbox"/>	<input type="checkbox"/>	2
	Group	*	KG	Kilo	Kilogram	Kilogram	<input checked="" type="checkbox"/>	<input type="checkbox"/>	3
	Group	*	LTR	Litre	Litre	Litre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	3
	Group	*	MTR	Metre	Metre	Metre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	3
	System	*	MJ	m	Minutes	(lowest unit for resource assignments)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0
	System	*	MO	m	Month	30 days	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2
	System	*	WK	w	Week		<input checked="" type="checkbox"/>	<input type="checkbox"/>	2
	System	*	WD	D	Work Day	8 hour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2
	System	*	WM	M	Working Month	20 days	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2
	System	*	YR	y	Year		<input checked="" type="checkbox"/>	<input type="checkbox"/>	2

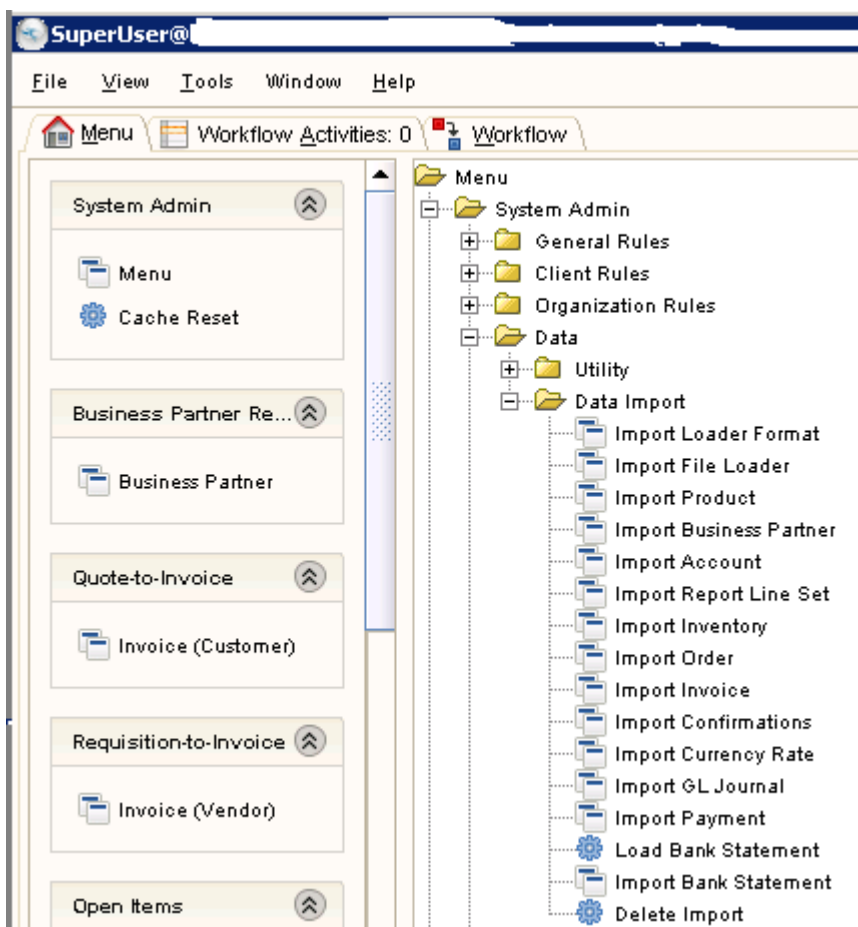
Note how all the displayed values have an Org value of * so they can be used by all Organisations.

Some records have a Client value of "System" indicating that they were created at System level and are available to all Clients within the System. A Client is usually a company or group of companies. Many values such as country, states, some UOMs, etc are held at System level to avoid having to create multiple copies of them.

3 The 'Importing Products' Process

3.1 Data Import Menu

The Data Imports windows are in their own menu section as shown below:



3.2 The Import Process

The required steps (in summary) are as follows:

- Use the “Delete Import” process to clear out any earlier work and start with a blank import table. [The system does not require this but it makes the process clearer and may prevent a user error. Imported records are flagged as “Is Imported” and are ignored in later runs of the importer.]
- Create an “Import Loader Format” – this is a list of data columns that maps the columns in the Adempiere Import table to the columns in your data to be imported. This data can be in many formats but from here on the data to be imported will be regarded as coming from a spreadsheet saved in CSV format.
- Create the file with the data to be imported (probably a spreadsheet)
- Use the “Import File Loader” to copy the data from your spreadsheet file into the Import Product Table – note that this table is just a staging area to temporarily capture the data inside the Adempiere database, the actual Product record in Adempiere is not created by this process.
- Open the Import Product window to review the data you have imported, click the “Import Products” button to start the import into Adempiere Product and product related tables.

The following sections show the detail.

3.3 The Import Loader Format Window

3.3.1 The Import Format Tab

If an Import Loader Format exists then you can simply use it. If one exists but does not contain all the columns that you need then you can modify it to add (or delete) columns. The system allows you to create a new loader format and copy the columns from an existing format for modification or addition.

The Import Loader Format looks like the following when opened in grid view. Note that the displayed records are all owned by * so they can be used for importing by all Organisations

Import Format	Organization	Name	Description	Active	Table
*	*	Accounting - Accounts	Based on the format of AccountingUS.csv import ...	<input checked="" type="checkbox"/>	I_ElementValue_Import Account
Format	*	Accounting - Balance Sheet	US Balance Sheet info in the format of Accountin...	<input checked="" type="checkbox"/>	I_ReportLine_Import Report Line Set
Field	*	Accounting - Profit&Loss Statement	US Profit & Loss Statement info in the format of A...	<input checked="" type="checkbox"/>	I_ReportLine_Import Report Line Set
*	*	Accounting - Tax Balance Sheet	US Tax (1120) Balance Sheet info in the format of...	<input checked="" type="checkbox"/>	I_ReportLine_Import Report Line Set
*	*	Accounting - Tax Profit&Loss Statement	US Tax (1120) Profit & Loss Statement info in the f...	<input checked="" type="checkbox"/>	I_ReportLine_Import Report Line Set
*	*	Business Partners	Import Business Partners	<input checked="" type="checkbox"/>	I_BPartner_Import Business Partner
*	*	Currency Rate Import		<input checked="" type="checkbox"/>	I_Conversion_Rate_Import Conversion Rate
*	*	GL Journal	Import GL Journals (Actual and Budget)	<input checked="" type="checkbox"/>	I_GLJournal_Import GL Journal
*	*	Inventory	Import Inventory Counts	<input checked="" type="checkbox"/>	I_Inventory_Import Inventory
*	*	Invoices	Import Sales and Purchase Invoices	<input checked="" type="checkbox"/>	I_Invoice_Import Invoice
*	*	Orders	Import Sales and Purchase Orders	<input checked="" type="checkbox"/>	I_Order_Import Order
*	*	Order		<input checked="" type="checkbox"/>	I_Order_Import Order
*	*	Product Import	Import Products	<input checked="" type="checkbox"/>	I_Product_Import Product
*	*	Report Lines for Trixan		<input checked="" type="checkbox"/>	I_ReportLine_Import Report Line Set

Looking at the **Product Import** Format in form view shows the following.

Client: [Group] Organization: *

Name: Product Import

Description: Import Products

Active

Table: I_Product_Import Product

Format: Comma Separated

Copy Lines

From this you can see that it is expecting data in a comma separated file format (a save option in Excel). Note that it is possible to select 'custom' separator and then a custom separator value. Some versions of Adempiere had a bug that required you to do this rather than just selecting (say) CSV.

3.3.2 The Format Field Tab

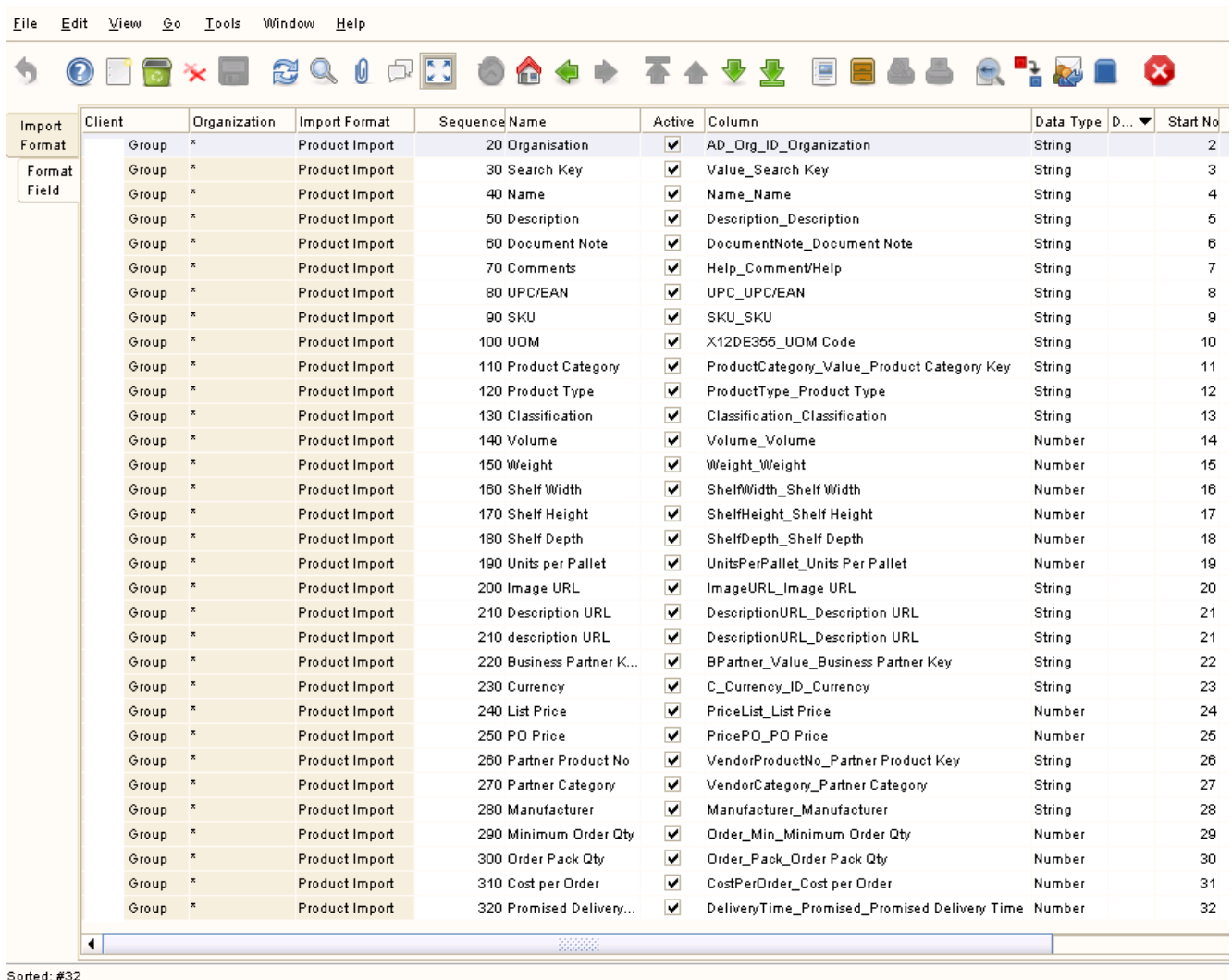
The Format Field Tab displays which fields have been selected in the loader format.

Some things to note:

The "Name" of the column is text selected by the user. It is helpful if that text indicates whether the expected value in the import file is an ID (a number like Org_ID = 1000004) or a Code or Value, or a sundry piece of text such as may go in a note or a description. So, choose a name like "Org_ID" if the expected data is the ID of the Org, "Org_Code" if the expected value is its code (called Value or Search Key in Adempiere)

Dates (not used here are best defined as being in the format yyyyMMdd and entered as 20101231 in your data file. This prevents Excel from causing you date problems.

The "Start Number" is the column number in your spreadsheet where this data may be found.

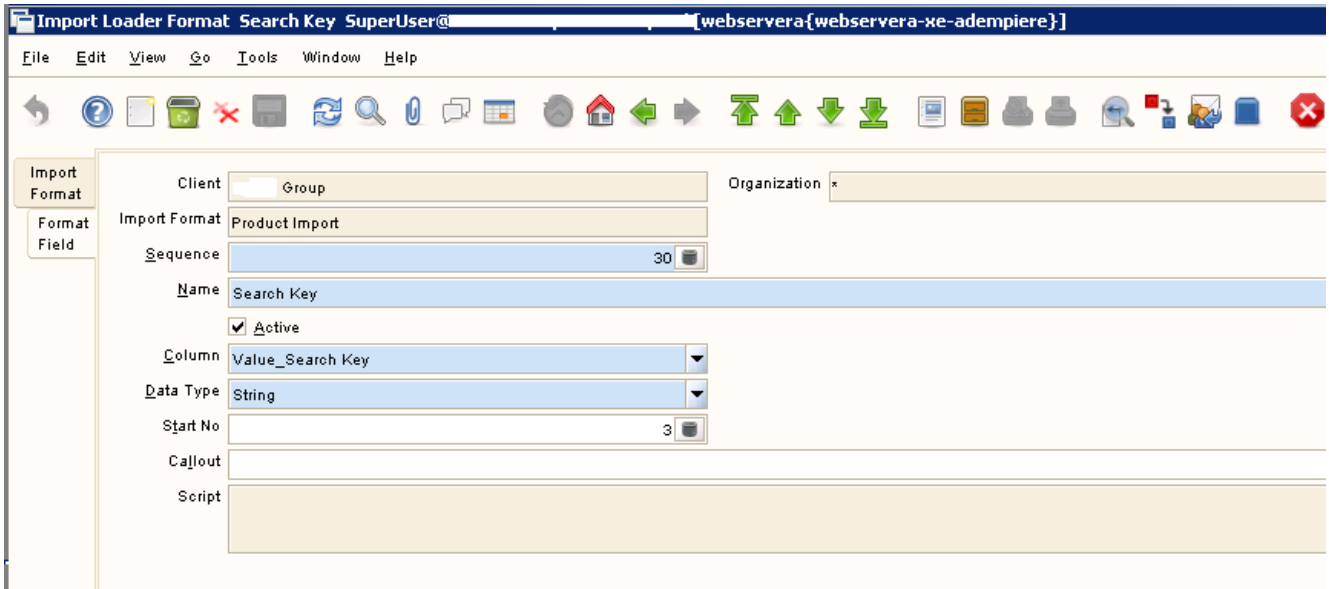


The screenshot shows the Adaxa application window with a menu bar (File, Edit, View, Tools, Window, Help) and a toolbar. Below the toolbar is a table with the following columns: Client, Organization, Import Format, Sequence Name, Active, Column, Data Type, D..., and Start No. The table lists 32 rows of import columns, each with a 'Group' client, 'Product Import' format, and a 'Start No' ranging from 2 to 32. The 'Active' column contains checkmarks for all rows. The 'Data Type' column lists various types such as String, Number, and String.

Client	Organization	Import Format	Sequence Name	Active	Column	Data Type	D...	Start No
Group	*	Product Import	20 Organisation	<input checked="" type="checkbox"/>	AD_Org_ID_Organization	String		2
Group	*	Product Import	30 Search Key	<input checked="" type="checkbox"/>	Value_Search Key	String		3
Group	*	Product Import	40 Name	<input checked="" type="checkbox"/>	Name_Name	String		4
Group	*	Product Import	50 Description	<input checked="" type="checkbox"/>	Description_Description	String		5
Group	*	Product Import	60 Document Note	<input checked="" type="checkbox"/>	DocumentNote_Document Note	String		6
Group	*	Product Import	70 Comments	<input checked="" type="checkbox"/>	Help_Comment/Help	String		7
Group	*	Product Import	80 UPC/EAN	<input checked="" type="checkbox"/>	UPC_UPC/EAN	String		8
Group	*	Product Import	90 SKU	<input checked="" type="checkbox"/>	SKU_SKU	String		9
Group	*	Product Import	100 UDM	<input checked="" type="checkbox"/>	X12DE355_UDM Code	String		10
Group	*	Product Import	110 Product Category	<input checked="" type="checkbox"/>	ProductCategory_Value_Product Category Key	String		11
Group	*	Product Import	120 Product Type	<input checked="" type="checkbox"/>	ProductType_Product Type	String		12
Group	*	Product Import	130 Classification	<input checked="" type="checkbox"/>	Classification_Classification	String		13
Group	*	Product Import	140 Volume	<input checked="" type="checkbox"/>	Volume_Volume	Number		14
Group	*	Product Import	150 Weight	<input checked="" type="checkbox"/>	Weight_Weight	Number		15
Group	*	Product Import	160 Shelf Width	<input checked="" type="checkbox"/>	ShelfWidth_Shelf Width	Number		16
Group	*	Product Import	170 Shelf Height	<input checked="" type="checkbox"/>	ShelfHeight_Shelf Height	Number		17
Group	*	Product Import	180 Shelf Depth	<input checked="" type="checkbox"/>	ShelfDepth_Shelf Depth	Number		18
Group	*	Product Import	190 Units per Pallet	<input checked="" type="checkbox"/>	UnitsPerPallet_Units Per Pallet	Number		19
Group	*	Product Import	200 Image URL	<input checked="" type="checkbox"/>	ImageURL_Image URL	String		20
Group	*	Product Import	210 Description URL	<input checked="" type="checkbox"/>	DescriptionURL_Description URL	String		21
Group	*	Product Import	210 description URL	<input checked="" type="checkbox"/>	DescriptionURL_Description URL	String		21
Group	*	Product Import	220 Business Partner K...	<input checked="" type="checkbox"/>	BPartner_Value_Business Partner Key	String		22
Group	*	Product Import	230 Currency	<input checked="" type="checkbox"/>	C_Currency_ID_Currency	String		23
Group	*	Product Import	240 List Price	<input checked="" type="checkbox"/>	PriceList_List Price	Number		24
Group	*	Product Import	250 PO Price	<input checked="" type="checkbox"/>	PricePO_PO Price	Number		25
Group	*	Product Import	260 Partner Product No	<input checked="" type="checkbox"/>	VendorProductNo_Partner Product Key	String		26
Group	*	Product Import	270 Partner Category	<input checked="" type="checkbox"/>	VendorCategory_Partner Category	String		27
Group	*	Product Import	280 Manufacturer	<input checked="" type="checkbox"/>	Manufacturer_Manufacturer	String		28
Group	*	Product Import	290 Minimum Order Qty	<input checked="" type="checkbox"/>	Order_Min_Minimum Order Qty	Number		29
Group	*	Product Import	300 Order Pack Qty	<input checked="" type="checkbox"/>	Order_Pack_Order Pack Qty	Number		30
Group	*	Product Import	310 Cost per Order	<input checked="" type="checkbox"/>	CostPerOrder_Cost per Order	Number		31
Group	*	Product Import	320 Promised Delivery...	<input checked="" type="checkbox"/>	DeliveryTime_Promised_Promised Delivery Time	Number		32

Sorted: #32

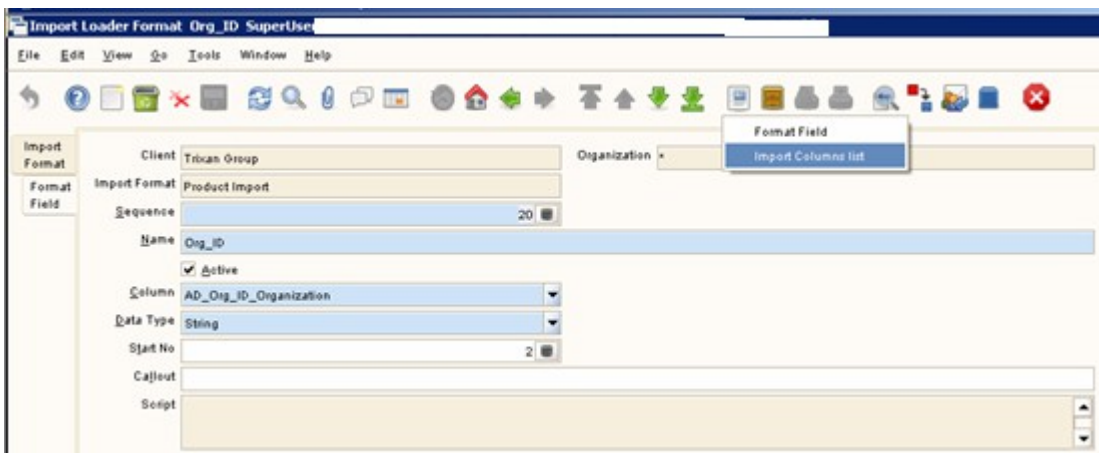
Looking at the same records in Form view shows the following:



3.4 Creating a Template Spreadsheet for Import Loading

Using a Report from Adempiere can assist you in creating the headings for a file into which you can paste data and know that the columns are properly configured. The following is a method of quickly setting up data for import in a reliable manner.

From a Format Field record, click on the Report Icon in the Toolbar and select 'Report' (we have created special report which contains only the Start Number and the Name as shown below)



The Report shows:

ADempiere

Import Columns list

Parameter: *Format Field = Org_ID*

Start No	Name
2	Org_ID
3	SearchKey ProdCode
4	Name
5	Description
6	Document Note
7	Comments
8	UPC/EAN
9	SKU
10	UOM X12DE355 code
11	Product Cat Key
12	Prod Type I=Item
13	ClassificationABC
14	Volume
15	Weight
16	Shelf Width
17	Shelf Height
18	Shelf Depth
19	Units per Pallet
20	Image URL
21	Description URL
21	description URL
22	Business Partner Key
23	Currency
24	List Price

Adempiere@

SuperUser@Trixan Group.Trixan Pty Ltd [webservera{webservera-xe-adempiere}]

ADempiere

Import Columns list

Start No	Name
25	PO Price
26	Partner Prod Key
27	Vend Partner Cat
28	Manufacturer
29	Minimum Order Qty
30	Order Paack Qty
31	Cost per Order
32	Promised Deliv Days
33	Price Limit
34	Price Std

Export the Report to Excel then open the file.

The screenshot shows a Microsoft Excel window titled "Microsoft Excel - export columns.xls". The spreadsheet contains a table with two columns: "Start No" and "Name". The data is as follows:

Start No	Name
2	Org_ID
3	SearchKey ProdCode
4	Name
5	Description
6	Document Note
7	Comments
8	UPC/EAN
9	SKU
10	UOM X12DE355 code
11	Product Cat Key
12	Prod Type I=Item
13	ClassificationABC
14	Volume
15	Weight
16	Shelf Width
17	Shelf Height
18	Shelf Depth
19	Units per Pallet
20	Image URL
21	Description URL
22	description URL
23	Business Partner Key
24	Currency
25	List Price
26	PO Price
27	Partner Prod Key
28	Vend Partner Cat
29	Manufacturer
30	Minimum Order Qty
31	Order Pack Qty
32	Cost per Order
33	Promised Deliv Days
34	Price Limit
34	Price Std

Select and Copy / Paste Special / Transpose the highlighted area.



As shown below, this will create a template with the columns in the right order into which you can insert your Product data. Delete rows 1 to 37 before you start.

1	Start No	Name	C	D	E	F	G	H	I	J	
17	17	Shelf Height									
18	18	Shelf Depth									
19	19	Units per Pallet									
20	20	Image URL									
21	21	Description URL									
22	21	description URL									
23	22	Business Partner Key									
24	23	Currency									
25	24	List Price									
26	25	PO Price									
27	26	Partner Prod Key									
28	27	Vend Partner Cat									
29	28	Manufacturer									
30	29	Minimum Order Qty									
31	30	Order Pack Qty									
32	31	Cost per Order									
33	32	Promised Deliv Days									
34	33	Price Limit									
35	34	Price Std									
36											
37											
38	Start No		2	3	4	5	6	7	8	9	10
39	Name		Org_ID	chKey Prod Name	Description	Document Note	Comments	UPC/EAN	SKU	UOM	X12DE355 code
40											

Now add the Product data you need to import under the relevant headings.

1	A	B	C	D	E	F	G	H	I	J	10
2	Start No	Org_ID	SearchKey ProdCode	Name	Description	Document Note	Comments	UPC/EAN	SKU	UOM	Pr
3		1000001	ABC001	Name of Product ABC001	Descrip of Product ABC001	Doc Note for Product ABC001	<Comments >	A12345	ABC001	X12DE355	Ea
4		1000001	ABC002	Name of Product ABC002	Descrip of Product ABC002	Doc Note for Product ABC002	<Comments >	A12346	ABC002		Ea
5		1000001	ABC003	Name of Product ABC003	Descrip of Product ABC003	Doc Note for Product ABC003	<Comments >	A12347	ABC003		Ea
6		1000001	ABC004	Name of Product ABC004	Descrip of Product ABC004	Doc Note for Product ABC004	<Comments >	A12348	ABC004		Ea
7		1000001	ABC005	Name of Product ABC005	Descrip of Product ABC005	Doc Note for Product ABC005	<Comments >	A12349	ABC005		Ea

Now save the Excel file as (say) ImportProducts.xls

Now using "Save As" and selecting the MSDOS CSV format option, save the Excel file again as ImportProducts.csv.

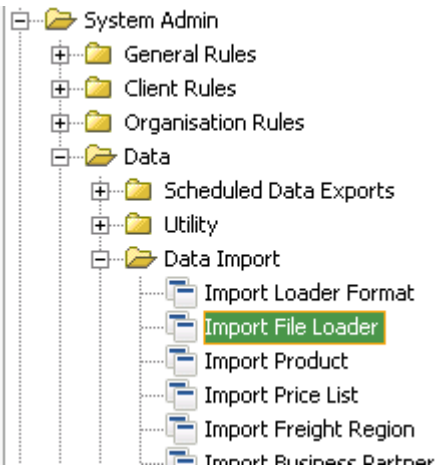
If you need to import data from an existing file exported from an old system where you can not vary the order of the columns in the output file you can use the technique that is used by Adaxa staff in many implementations to utilise an existing import loader format and just let Excel do the column ordering. The process works as follows:

- Receive a CSV file from the 'old' system and open in Excel (file 1)
- Insert 20 or so columns to the left of column A in file 1
- Use a standard Import Loader Format, export a Report to Excel as File 2, use Copy/Paste/Transpose as described above to copy the required headings into the blank columns in the file 1.
- In File 1 in Cell A2 enter a formula like "=X2" to copy (say) the product code value from the old system data (now in Column X) into column A.
- Fill in any columns of data required by Adempiere and not in the old system file and copy down to capture all the records then save as an XLS file.
- Use Copy / Paste Special / Values and save a copy as a CSV file then open that and delete all the 'old' columns and save.

Hint: Leave the column headings in the csv file. You can use them in the next step to confirm that the columns of data 'line up' with the import loader format.

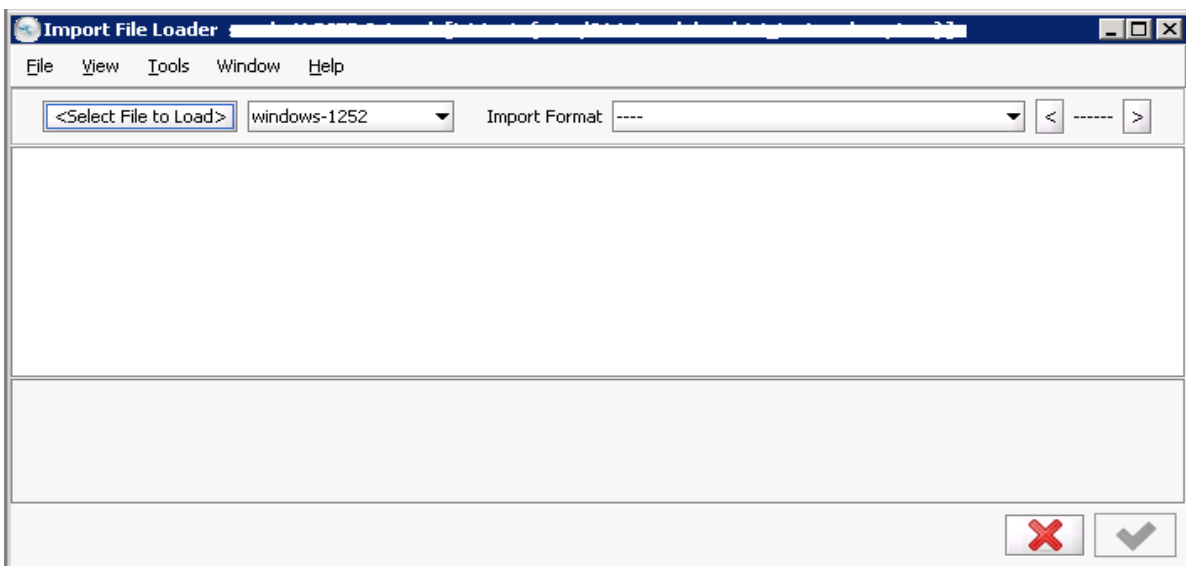
3.5 Importing the Data into the Adempiere Staging Table

3.5.1 Open the Import Loader Window



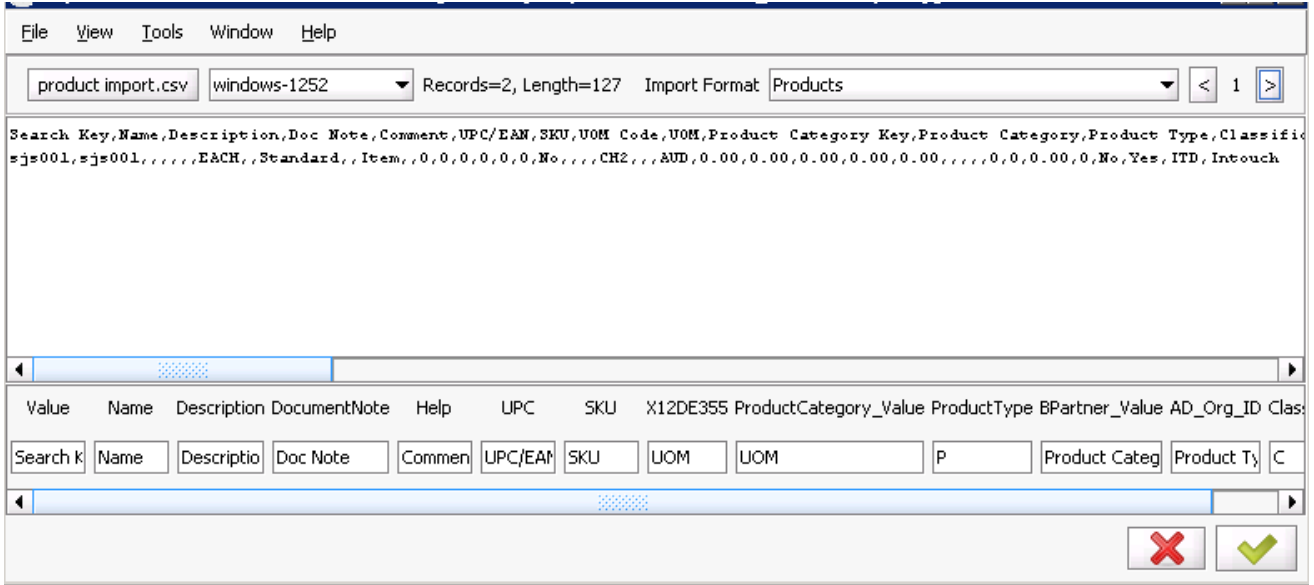
Select the CSV file containing the data you wish to import in the field showing <select file to load>

Select the Import Loader Format that matches the column layout of the CSV file from the dropdown list



3.5.2 Import the Source File

Select the file to be imported and the Import Format to be used to interpret this file. The form will show the data to be imported and the left and right arrow keys will let you scroll through the records. Compare the data in the bottom boxes with the labels above to ensure a proper match.



If you have left the column headings in the csv file then they will display as above and can be used as an extra check that the data in your csv file does in fact line up with the what the Import Loader Format expects. For example you can see that the Import Loader is expecting "Value" in column 1 and "Name" in column 2 and the first row of data, the headings from the CSV are showing "Search Key" and "Name" as expected.

3.6 Completing the Product Import

3.6.1 The Import Product Window displayed

Open the **Import Product** Window to see the records that have been imported into the Import Products staging table.

An individual record will display as follows.

Import Product SuperUser@

File Edit View Go Tools Window Help

Import Product

Imported Product

Import Error Message

Client Organization

Search Key

Name

Description

Document Note

Comment/Help

UPC/EAN SKU

UOM Code UOM

Product Category Key Product Category

Product Type Classification

Volume Weight

Shelf Width Shelf Height

Shelf Depth Units Per Pallet

Discontinued Discontinued by

Image URL

Description URL

Business Partner Key Business Partner

ISD Currency Code Currency

List Price PO Price

Standard Price Limit Price

Royalty Amount Price effective

Partner Product Key Partner Category

Manufacturer

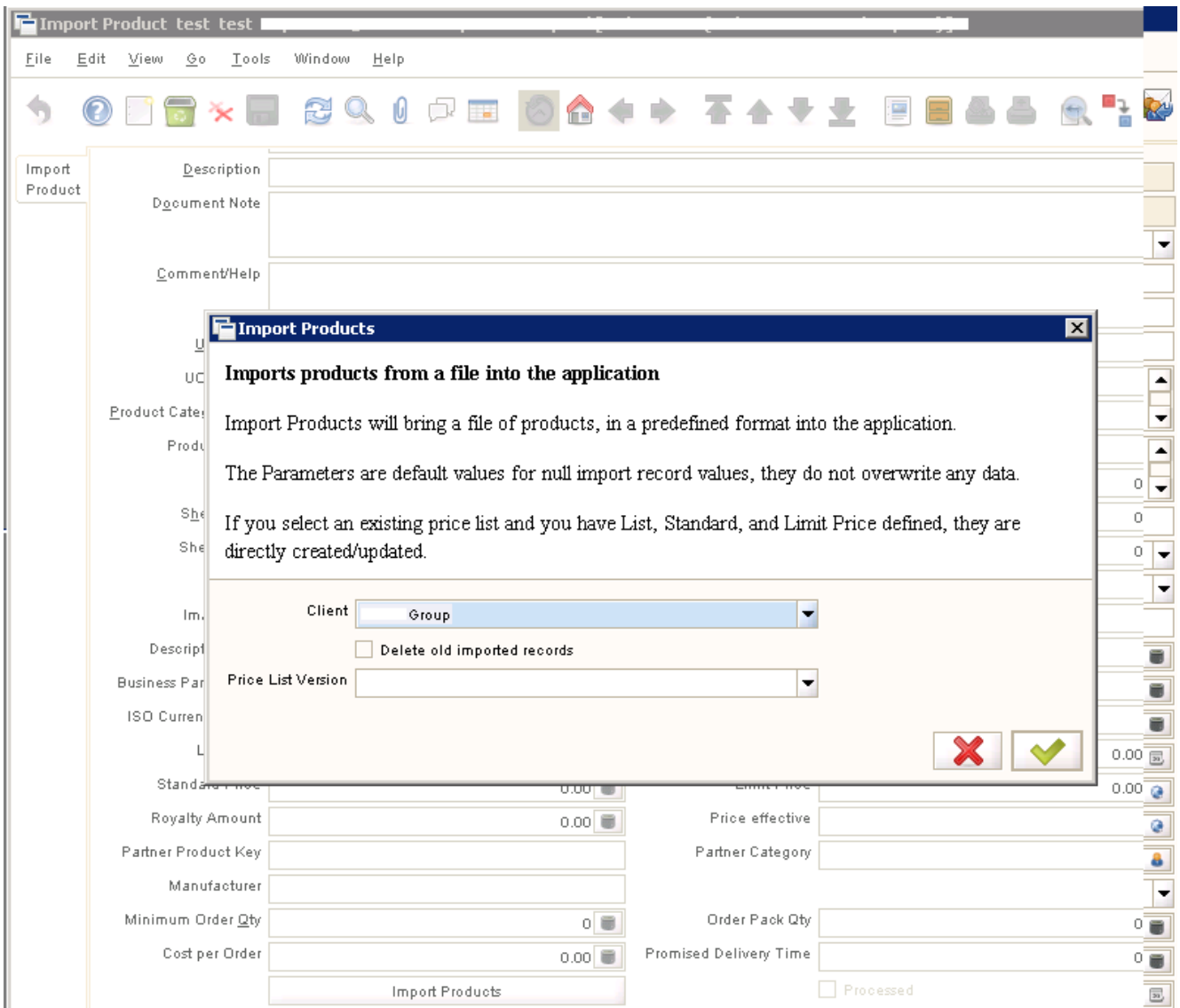
Minimum Order Qty Order Pack Qty

Cost per Order Promised Delivery Time


Processed

3.6.2 Importing The Products

Click the **Import Products** Button and run the process.



After the Product Import has taken place the **Product** field in the top right corner will display the created product code. To check the record, right-click on the code and zoom to the record..

If there were any errors in the import the "Import Error Message" field will contain a pointer to the error condition. NOTE that the message will NOT be visible unless you refresh the record you are looking at . 

For added certainty, close and re-open the window before working through the error messages.

3.7 Clearing the Import Table

Before doing a new import it is often helpful to clean out all the old records in the Import Product Table by selecting that table in the "Delete Imports" window

It is possible to import prices through the Import Product window but it is easier to do it in the Import Price List window.

4 Adaxa's Offices and Contacts

Information of a general nature about Adaxa and its services can be found at www.adaxa.com or obtained by sending an email to info@adaxa.com with a description of the information that you would like to receive. If you are an existing client and wish to initiate a request for software support please send an email to helpdesk@adaxa.com with as much detail as possible about the nature of your support request.

For all other information please contact the Adaxa office nearest to you.

4.1 Australia

Address: Level 1, 10 Kylie Place, Cheltenham, Victoria, 3192, Australia

Contacts: Office

- 1300 990 120 (Within Australia)
- +613 9510 4788 (Outside of Australia)

4.2 New Zealand

Address: 73 Boston Road, Mt Eden, Auckland, 1023, New Zealand

Contacts: Office

- 0800 232 922 (Within New Zealand)
- +649 9744 600 (Outside of New Zealand)

4.3 United States of America

Address: PO Box 6350 Oceanside, CA 92052-6350

Contact: Office

- 760.576.5115 Main
- 888.575.1489 Fax