Object Import

Settings > Object Tracking > Object Imports

When a large number of new objects need to be added, they can be imported from a list to SGA. The columns associated with each object vary based on the selected object type. The items related to each object type are defined under *Settings > Object Tracking > Object Types.*

Name: The name that will be displayed as the name of the import.

General Tab

Connector type: See import connections for help setting up a connection to a file to import.

Connection string: See import connections for help setting up a connection to a file to import.

Command text: When the Connection string is defined, the Commend text will be defaulted to select all items from the external file. The Command text can be modified when situations require the information from the file to be manipulated in some way to obtain specific results. An example would be when multiple columns from the external file need to be combined into one item to be used as a transaction comment. Another example would be if the information from the external file must be sorted or subtotaled to create a batch with fewer or more meaningful transactions. For additional information on this feature, please get in touch with SGA support.

Start row: Using a number, enter the position of the start row.

Reference columns by: See import connections.

Use schema: In certain situations, the import setup may require a way to name the items being imported and/or the type of information (text, decimal, etc.) contained in each column.

Setup

Object Type: Select the type of object to be imported. The most common use of object imports would be fixed assets, but the import is not limited to just that type.

Columns

From Column: Add lines for each external column you wish to import. **From Column** is the column name or number on the external file; see **Reference columns by** above.

To Column: Click on the drop-down arrow to select the SGA item that matches what is listed in the From Column. The available columns will vary based on the object type.

Contact SGA for more information on setting up a specific object type import.