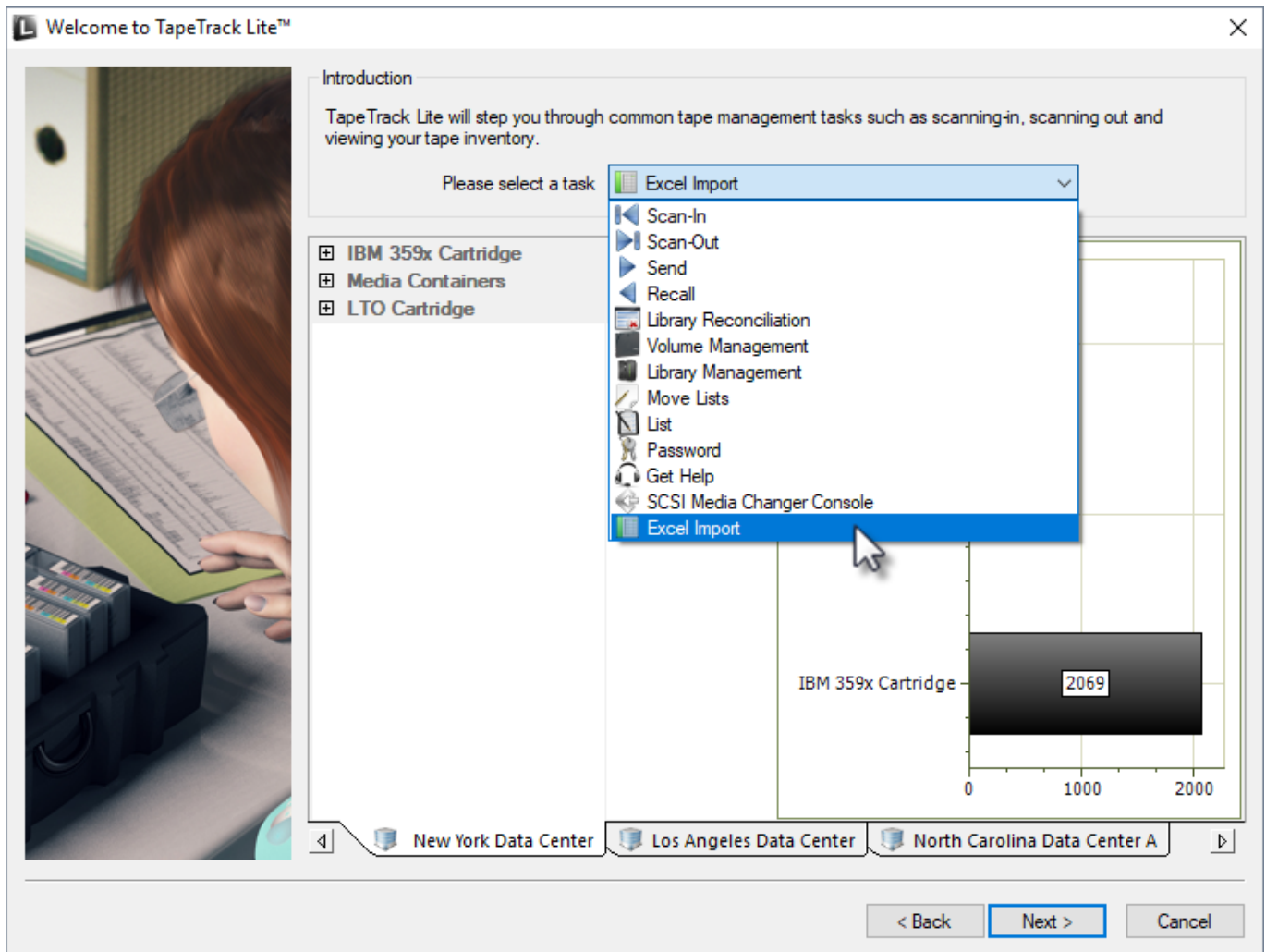


# Excel Import

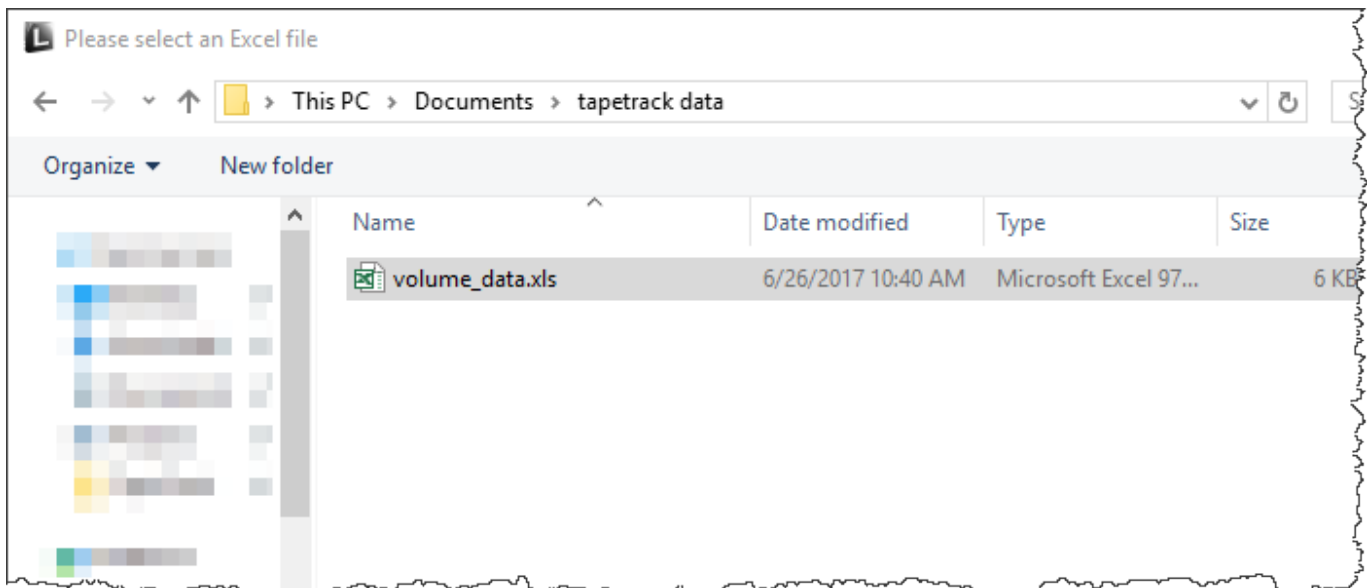
The Excel import task allows you to import volume data from an excel xls file by mapping the Excel values to TapeTrack attributes.

## Managing Volumes

Once logged into TapeTrack Lite, select Excel Import from the drop-down menu.

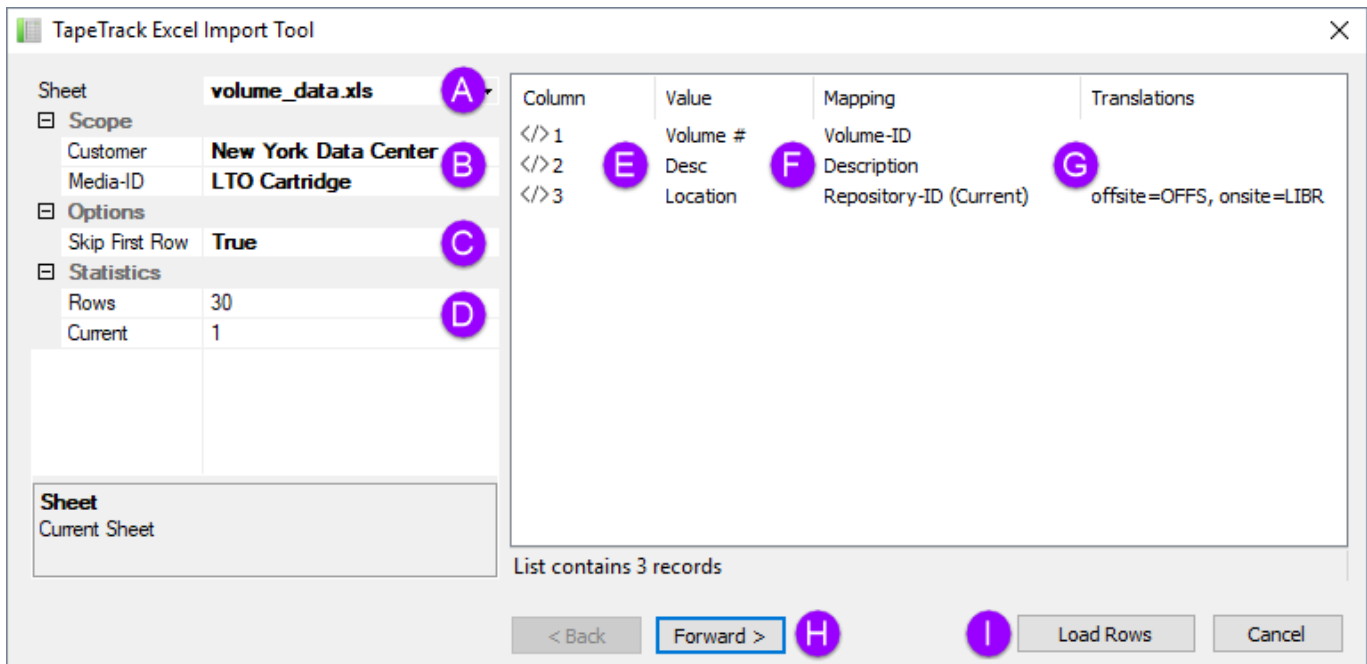


Select the Excel file to import the data from



In the TapeTrack Excel import tool select the:

- Customer you wish to import the data into
- Select the Excel sheet to import the data from
- Media type if the volumes all belong to one media type
- Set skip first row to true if there are headings presents.
- Map the excel columns to the TapeTrack attributes
- Insert any translations required to match the data to the correct format for TapeTrack



### Notes

- **A** Excel .xls file being imported
- **B** Customer and Media ID (Media ID can be mapped from Excel file or set here)
- **C** Skip first row if headings are present
- **D** Excel sheet data
- **E** Excel sheet column headings
- **F** TapeMaster attributes
- **G** Translations of Excel data to TapeMaster format (i.e. offsite to OFFS)

Import Verification

Seq.	Status	Volume-ID	Description	Repository-ID (Current)
+ 1	OK	300000L5	Monday	OFFS
+ 2	OK	300001L5	Tuesday	OFFS
+ 3	OK	300002L5	Wednesday	LIBR
+ 4	OK	300003L5	Thursday	LIBR
+ 5	OK	300004L5	Friday	OFFS
+ 6	OK	300005L5		
+ 7	OK	300006L5		
+ 8	OK	300007L5		
+ 9	OK	300008L5		
+ 10	OK	300009L5		
+ 11	OK	300010L5		
+ 12	OK	300011L5		
+ 13	OK	300012L5	Saturday	LIBR
+ 14	OK	300013L5	Sunday	LIBR

A context menu is open over the table, listing: Add, Export, Open Log, Select, Update.

From: <https://rtfm.tapetrack.com/> - **TapeTrack Documentation**

Permanent link: [https://rtfm.tapetrack.com/lite/function\\_excel\\_import?rev=1498659187](https://rtfm.tapetrack.com/lite/function_excel_import?rev=1498659187)

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