Adjutant Software Customer Support
Tech Notes

Document Title: Importing records into Campaign ToolBox
Document Number: 018
Applies to: Campaign ToolBox, all versions

SUMMARY

This Tech Note addresses questions about importing records from another program or database file into Campaign ToolBox. The brief answer is that there is no provision in Campaign ToolBox to import records.

PROCEDURE

Campaign ToolBox does not have any import features built into it. Technically, there is no reason that it can't be done, and there are Campaign ToolBox customers who have successfully done this; however it is not recommended. The program uses the standard Microsoft Access® database format, and there is nothing proprietary about how Campaign ToolBox saves and uses the data. However, if you plan on importing data into the program, you're on your own. You will be bypassing all of the checks and balances that are built into the program to ensure data integrity. Tech support does not include help with importing data or troubleshooting imported data.

For information on the database structure, open the database file using Microsoft Access. If it asks you if you want to convert the database, answer NO. In Access, click on Tools | Analyze | Documentor. This will print out a detailed description of the database including all field attributes, relationships, etc. To get a better idea of what the data should look like, open the database in Access and study the field data. You should create some test records in Campaign ToolBox, having a set of known variables, and then see what the data looks like in the database file.

NOTES

Importing data is not recommended or supported by Adjutant Software. Any experimenting with the database should be done on a test file set up for that purpose and not on a database file intended for filing reports.