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SportsWare2008 includes a flexible text import program.

1. Basic Steps to Import a Text File to SportsWare2008

1. Export the data from your current student database management program. Most programs allow you to export to Excel or CSV format.
2. Use Microsoft Access to open the exported file.
3. Export the file through Microsoft Access as a text file titled **Athlete.txt**.
4. Edit the **Schema.ini** file so the order of the field names in the schema file matches the order of the fields in your **athlete.txt** file. (If you double-click the **Schema.ini** file, Windows will open it in **NotePad** so you can edit the file.)
5. Start SportsWare and select **File, Import, Database**.
6. Select the **Text File** in **Source Format**.
7. Select the settings for **Option** fields. Note: You should set the **Make Athlete Active** option.
8. Click the **Start** button.
9. Open the **Athlete.txt** file you created.

2. Files

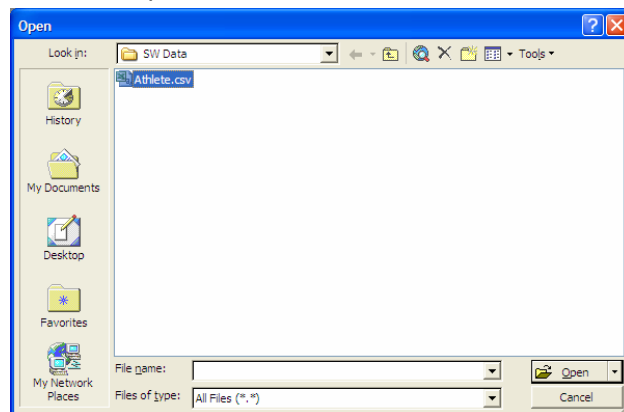
2.1. Sample Files

When importing athlete data there are two files you need to work with, **athlete.txt** and **schema.ini**. During Installation, SportsWare2008 places sample **athlete.txt** and **schema.ini** files in the **C:\Program Files\SportsWare2008\Import** folder. We suggest you double-click each file and review them as examples of properly formatted files.

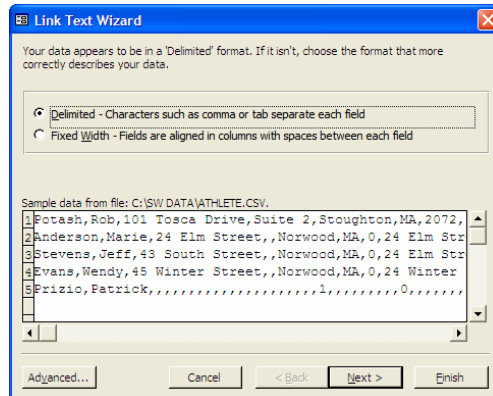
2.2. Creating the Text File

You can use Microsoft Access to create the text file. Access will import a number of file formats, e.g. Excel, CSV, and allow you export the data as text.

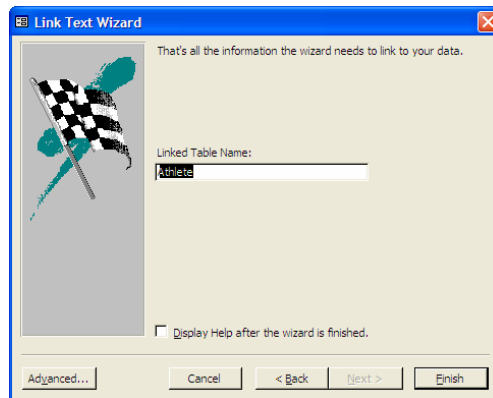
1. Open Microsoft Access
2. Open the file you want to export as text.



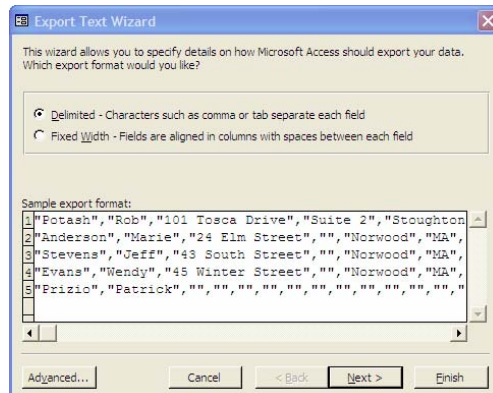
3. Select **Delimited** in the Link Text Wizard



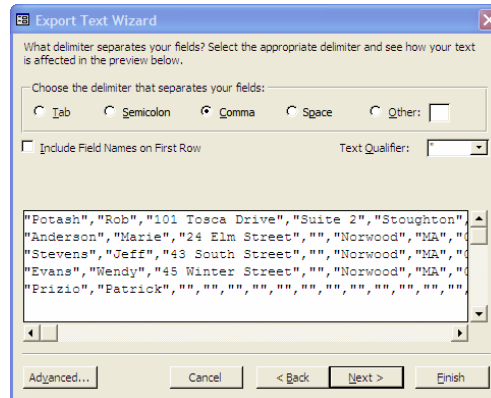
4. Select **Comma** as the Delimiter, and set Text Qualifier to Quotes (").
5. Name the Linked Table **Athlete**. Click Finish.



6. From the **File** menu, select **Export**.
7. Name the file **Athlete**, and in the Save as Type: select **Text Files**.
8. Click **Export**.
9. Select **Delimited** and click the **Next** button.



10. Select **Comma** as the **Delimiter** and double quote " as the **Text Qualifier**.
11. Click the **Finish** button to create the file.
12. You now have a file titled **Athlete.txt**.



13. You can now import the text file into SportsWare. See Step 1: Basic Steps to Import a Text File.

Special Cases

The purpose of the double quote character " is to enable SportsWare to differentiate between commas which should be included in the data and commas which delimit fields. Placing two quotes in a row tells SportsWare to include a quote in the imported data.

Data	Imports As
"Robert"	Robert
"Robert ""Bob"""	Robert "Bob"
"Robert, Jr."	Robert, Jr.

2.3. Athlete.txt

When importing a text file, the format of the text file is determined by using a schema information file. The schema information file, which is always named Schema.ini and always kept in the same directory as the text data source, provides SportsWare with information about the general format of the text file, the column name and data type information, and a number of other data characteristics.

2.4. Schema.ini

When importing a text file, the format of the text file is determined by using a schema information file. The schema information file, which is always named Schema.ini and always kept in the same directory as the text data source, provides SportsWare with information about the general format of the text file, the column name and data type information, and a number of other data characteristics.

Editing the Schema.ini file

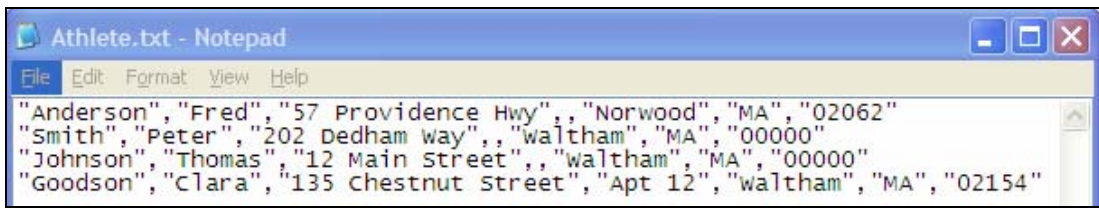
The fields in your athlete.txt file can be in any order you choose, e.g. Last Name, First Name, BirthDate, or First Name, Last Name, Address. The Schema file is used to tell SportsWare the order in which the fields appear in your data file. When creating the schema file for your athlete.txt file, you should arrange the fields in the SchEma.ini in the same order they appear in your data file and then edit the Coln values so they are numbered sequentially. A sample schema file is shown below.

Item	Description
[athlete.txt]	Name of the text file containing your athlete data.
Format=Delimited(,)	Field delimiter, typically a comma.
ColNameHeader=False	Leave this set to FALSE.
MaxScanRows=0	Leave this set to 0.
CharacterSet=ANSI	Leave this set to ANSI
col1=LastName Text	Data contained in the first column of your text file.
col2=FirstName Text	Data contained in the second column of your text file.
col3=ID Text	Data contained in the third column of your text file.

2.5. Typical Import Problems

The typical problems when importing a text file are:

- The text file does not include the data in a quote and comma format. If you view the text file with a simple editor you should see something like:



```

Athlete.txt - Notepad
File Edit Format View Help
"Anderson", "Fred", "57 Providence Hwy", "Norwood", "MA", "02062"
"Smith", "Peter", "202 Dedham way", "waltham", "MA", "00000"
"Johnson", "Thomas", "12 Main Street", "waltham", "MA", "00000"
"Goodson", "Clara", "135 Chestnut Street", "Apt 12", "waltham", "MA", "02154"
  
```

- The text file should be named athlete.txt.
- The schema file must be called schema.ini (not SportsWare2008 Schema.ini) and must be located in the same folder as athlete.txt file.
- If you have fields in your text file which do not appear in SportsWare, e.g. Athlete Nickname, you must include a row for that field in the schema.ini file. In this case, you would add Coln=Nickname Text.

2.6. Complete List of Data Fields

The following table lists the column names you **must** use to describe your data when importing to SportsWare. SportsWare will automatically truncate the data to the Size shown in the table.

FieldName	Data Type	Size	Description
Key	Long		Internal Value for CSMI testing. Do not include this.
Active	Bit		Athlete is Active (FALSE = No, TRUE = Yes)
FullName	Text	42	Full Name (Not required, automatically computed from LastName and FirstName during import.)
LastName	Text	20	Athlete Last Name
FirstName	Text	20	Athlete First Name
ID	Text	20	Athlete ID
Sport1	Text	20	Athlete Sport
Sport2	Text	20	Athlete Second Sport
Sport3	Text	20	Athlete Third Sport
CurrentSport	Integer	2	1=Sport1, 2=Sport2, 3=Sport3
GroupField	Text	20	Athlete Group
Sex	Text	20	Athlete Sex
BirthDate	DateTime	-	Athlete Date of Birth



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FieldName	Data Type	Size	Description
Grade	Text	20	Athlete Grade
A1_Address1	Text	40	Athlete Primary Street Address
A1_Address2	Text	40	Athlete Primary Street Address
A1_City	Text	50	Athlete Primary City
A1_State	Text	20	Athlete Primary State
A1_ZipCode	Text	20	Athlete Primary Zip
A1_Country	Text	20	Athlete Primary Country
A1_Phone	Text	27	Athlete Primary Phone
A1_CellPhone	Text	27	Athlete Primary Cell Phone
A1_Beeper	Text	27	Athlete Primary Beeper
A1_eMail	Text	50	Athlete Primary E-Mail Address
A2_Address1	Text	40	Athlete Secondary Street Address
A2_Address2	Text	40	Athlete Secondary Street Address
A2_City	Text	20	Athlete Secondary City
A2_State	Text	20	Athlete Secondary State
A2_ZipCode	Text	20	Athlete Secondary Zip
A2_Country	Text	20	Athlete Secondary Country
A2_Phone	Text	27	Athlete Secondary Phone
A2_CellPhone	Text	27	Athlete Secondary Cell Phone
A2_Beeper	Text	27	Athlete Secondary Beeper
A2_eMail	Text	50	Athlete Secondary E-Mail Address
Notes	Memo	-	General Notes
StatusPractice	Text	20	Athlete Practice Status
StatusGame	Text	20	Athlete Game Status
StatusCleared	Bit	1	Athlete Cleared To Play (FALSE = No, TRUE = Yes)
StatusNotes	Memo	-	Athlete Status Notes
C1_LastName	Text	20	Primary Emergency Contact Last Name
C1_FirstName	Text	20	Primary Emergency Contact First Name
C1_Address1	Text	40	Primary Emergency Contact Address
C1_Address2	Text	40	Primary Emergency Contact Address
C1_City	Text	20	Primary Emergency Contact City
C1_State	Text	20	Primary Emergency Contact State
C1_ZipCode	Text	20	Primary Emergency Contact Zip
C1_Country	Text	20	Primary Emergency Contact Country
C1_Relationship	Text	20	Primary Emergency Contact Relationship
C1_SignatureOnFile	Bit	1	Primary Emergency Contact Signed Release (FALSE = No, TRUE = Yes)
C1_HomePhone	Text	27	Primary Emergency Contact Home Phone
C1_WorkPhone	Text	27	Primary Emergency Contact Work Phone
C1_CellPhone	Text	27	Primary Emergency Contact Cell Phone
C1_Beeper	Text	27	Primary Emergency Contact Beeper
C1_eMail	Text	50	Primary Emergency Contact E-Mail Address
C2_LastName	Text	20	Secondary Emergency Contact Last Name
C2_FirtsName	Text	20	Secondary Emergency Contact First Name
C2_Address1	Text	40	Secondary Emergency Contact Address
C2_Address2	Text	40	Secondary Emergency Contact Address
C2_City	Text	20	Secondary Emergency Contact City
C2_State	Text	20	Secondary Emergency Contact State



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FieldName	DataType	Size	Description
C2_ZipCode	Text	20	Secondary Emergency Contact Zip
C2_Country	Text	20	Secondary Emergency Contact Country
C2_Relationship	Text	20	Secondary Emergency Contact Relationship
C2_SignatureOnFile	Bit	1	Secondary Emergency Contact Signed Release (FALSE = No, TRUE = Yes)
C2_HomePhone	Text	27	Secondary Emergency Contact Home Phone
C2_WorkPhone	Text	27	Secondary Emergency Contact Work Phone
C2_CellPhone	Text	27	Secondary Emergency Contact Cell Phone
C2_Beeper	Text	27	Secondary Emergency Contact Beeper
C2_eMail	Text	50	Secondary Emergency Contact E-Mail Address
Dr_FullName	Text	20	Athlete's Doctor
Dr_Phone	Text	27	Doctor's phone
Dr_Notes	Memo	-	Medical Notes
Alert1	Text	20	Alert 1
Alert2	Text	20	Alert 2
Alert3	Text	20	Alert 3
Alert4	Text	20	Alert 4
Alert5	Text	20	Alert 5
Alert6	Text	20	Alert 6
I1_Company	Text	40	Primary Insurance Company
I1_Address1	Text	40	Primary Insurance Company Address
I1_Address2	Text	40	Primary Insurance Company Address
I1_City	Text	20	Primary Insurance Company City
I1_State	Text	20	Primary Insurance Company State
I1_ZipCode	Text	20	Primary Insurance Company Zip
I1_Phone	Text	27	Primary Insurance Company Phone
I1_Plan	Text	20	Primary Insurance Company Plan
I1_Policy	Text	20	Primary Insurance Company Policy
I1_Employee	Text	20	Primary Insurance Company Employee
I1_InsuredID	Text	20	Primary Insurance Company Insured ID
I1_Type	Text	20	Primary Insurance Company Type
I1_SeeFirst	Text	20	Primary Insurance Company See First
I1_SeeFirstPhone	Text	27	Primary Insurance Company See First Phone
I1_DOB	DateTime	8	Primary Insurance Company DOB
I2_Company	Text	40	Secondary Insurance Company
I2_Address1	Text	40	Secondary Insurance Company Address
I2_Address2	Text	40	Secondary Insurance Company Address
I2_City	Text	20	Secondary Insurance Company City
I2_State	Text	20	Secondary Insurance Company State
I2_ZipCode	Text	20	Secondary Insurance Company Zip
I2_Phone	Text	27	Secondary Insurance Company Phone
I2_Plan	Text	20	Secondary Insurance Company Plan
I2_Policy	Text	20	Secondary Insurance Company Policy
I2_Employee	Text	20	Secondary Insurance Company Employee
I2_InsuredID	Text	20	Secondary Insurance Company Insured ID
I2_Type	Text	20	Secondary Insurance Company Type
I2_SeeFirst	Text	20	Secondary Insurance Company See First
I2_SeeFirstPhone	Text	27	Secondary Insurance Company See First Phone



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FieldName	DataType	Size	Description
I2_DOB	DateTime	8	Secondary Insurance Company DOB
RecordCreated	DateTime	8	Set to Import Date by SportsWare
RecordModified	DateTime	8	Set to Import Date by SportsWare
SSN	Text	11	Social Security Number
Release	DateTime	8	Release Date
ReturnGame	DateTime	8	Return to Game Date
ReturnPractice	DateTime	8	Return to Practice Date
Paper1Text	Text	20	Paperwork Field 1 Caption
Paper2Text	Text	20	Paperwork Field 2 Caption
Paper3Text	Text	20	Paperwork Field 3 Caption
Paper4Text	Text	20	Paperwork Field 4 Caption
Paper5Text	Text	20	Paperwork Field 5 Caption
Paper6Text	Text	20	Paperwork Field 6 Caption
Paper7Text	Text	20	Paperwork Field 7 Caption
Paper8Text	Text	20	Paperwork Field 8 Caption
Paper9Text	Text	20	Paperwork Field 9 Caption
Paper1	Bit	1	Paperwork Field 1 Value
Paper2	Bit	1	Paperwork Field 2 Value
Paper3	Bit	1	Paperwork Field 3 Value
Paper4	Bit	1	Paperwork Field 4 Value
Paper5	Bit	1	Paperwork Field 5 Value
Paper6	Bit	1	Paperwork Field 6 Value
Paper7	Bit	1	Paperwork Field 7 Value
Paper8	Bit	1	Paperwork Field 8 Value
Paper9	Bit	1	Paperwork Field 9 Value
Immune1	DateTime	8	Immunization 1 Date
Immune2	DateTime	8	Immunization 2 Date
Immune3	DateTime	8	Immunization 3 Date
Immune4	DateTime	8	Immunization 4 Date
Immune5	DateTime	8	Immunization 5 Date
Immune6	DateTime	8	Immunization 6 Date
Immune7	DateTime	8	Immunization 7 Date
Immune8	DateTime	8	Immunization 8 Date
Immune9	DateTime	8	Immunization 9 Date
Immune10	DateTime	8	Immunization 10 Date
ImmuneLabel1	Text	20	Immunization 1 Caption
ImmuneLabel2	Text	20	Immunization 2 Caption
ImmuneLabel3	Text	20	Immunization 3 Caption
ImmuneLabel4	Text	20	Immunization 4 Caption
ImmuneLabel5	Text	20	Immunization 5 Caption
ImmuneLabel6	Text	20	Immunization 6 Caption
ImmuneLabel7	Text	20	Immunization 7 Caption
ImmuneLabel8	Text	20	Immunization 8 Caption
ImmuneLabel9	Text	20	Immunization 9 Caption
ImmuneLabel10	Text	20	Immunization 10 Caption
Pwd	Text	12	Web Login password
DrugsTaken	Text	200	Comma separated list of drugs taken