

Import Circulation Groups

Operations

Import

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Import Circulation Groups

Last Updated: `$action.dateFormatter.formatDateTime($content.getLastModificationDate())`

Settings



THIS PAGE IS OBSOLETE

Circulation Groups have been temporarily restored but will be moving to Textbook Tracker only soon.

The screenshot shows the Alexandria library management interface. On the left is a sidebar with a 'Categories' menu containing 'Patrons', 'Items', 'Textbooks', 'Circulation Groups' (selected), 'Images', and 'Special'. The main content area has tabs for 'Quick' and 'Saved'. The 'Imports' section includes a 'Choose File' button, a 'File Name:' field, a 'Field Mapping' button, and a note: 'All tab delimited format import files that do not have a header will require field mapping.' The 'Settings' section has an 'Import Settings' area with a 'Skip First Record' checkbox. At the bottom right are 'Create Saved Import' and 'Run' buttons.

Choose File

For Circulation Group imports, Alexandria accepts .txt, .tab, and .tsv file types.



Drag and drop

Drag an import file from your computer and drop it in the Imports pane for a quick and easy import!

Import Settings

- **Skip First Record.** When checked, Alexandria will *not* import the first record in the import file; this is generally done when the initial record of your import file contains an unrecognized header. This setting will ignore recognized COMPAnion headers so that they are properly imported.

