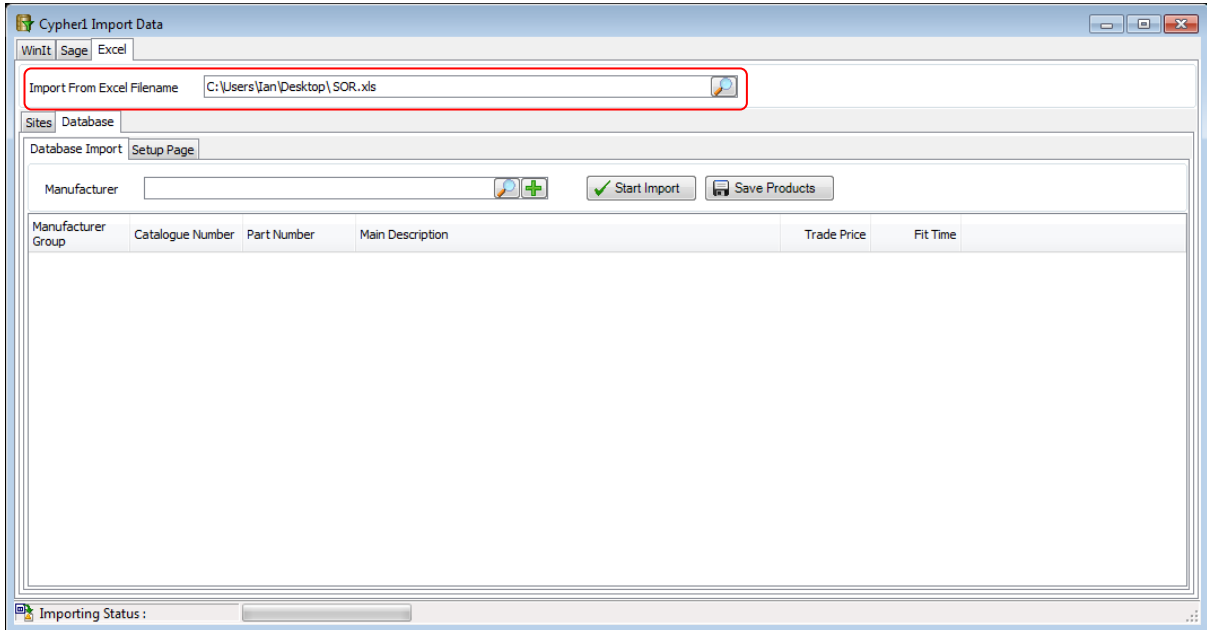


Cypher 1

Working notes: 9 – Importing Products form spreadsheets

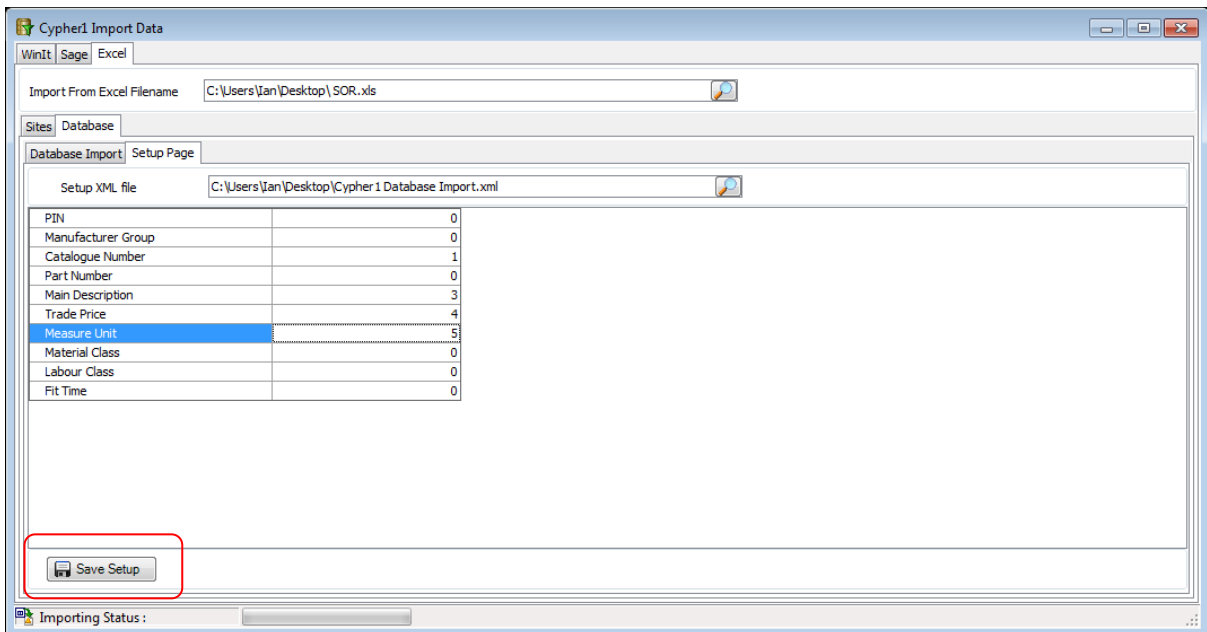
The latest release of Cypher1 (1.0.5.xx and newer) allows the end user to import their own product ranges from a spreadsheet

1. Open the program at **System** Tab then **Import** and select the **Excel** tab:
2. Select the relevant Spreadsheet from the Browse Button:



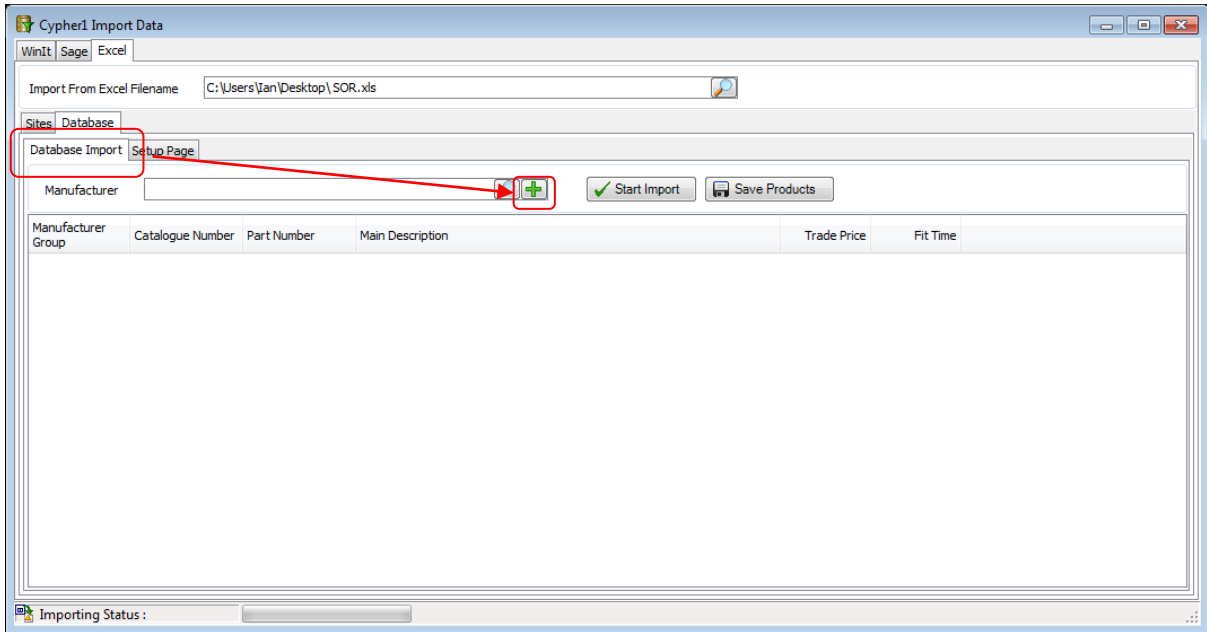
(Select the Database tab)

3. Click on the Setup Page tab
4. Correspond the Spreadsheet Columns with the relevant numbers (A=1 B=2 etc)

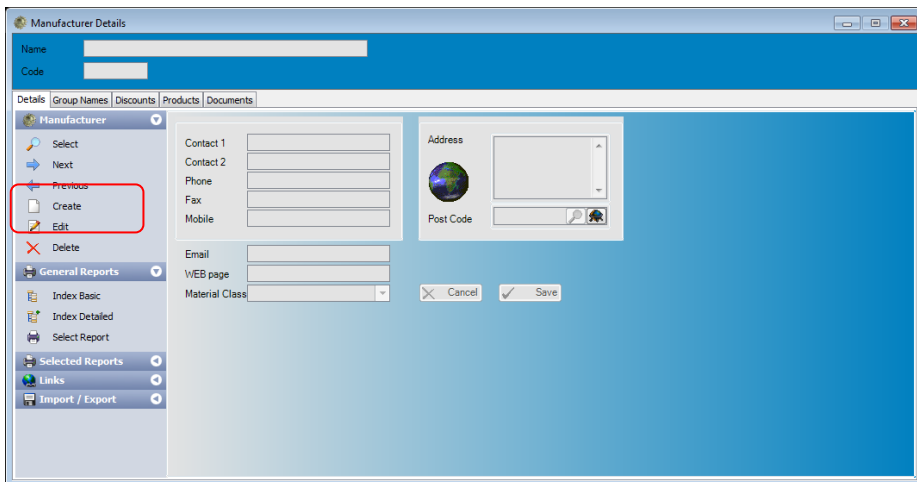


5. Click on **Save Setup**
6. Return to the **Database Import** tab and click on the green + button to create the new Manufacturer :

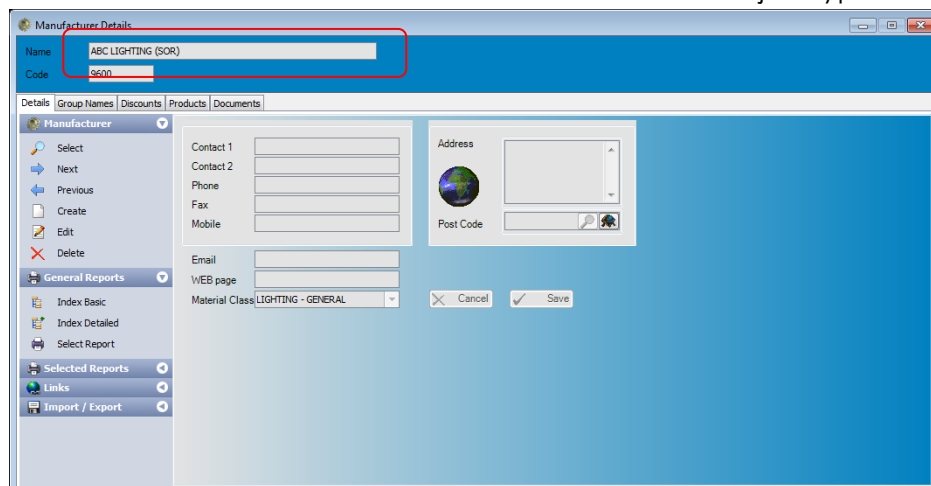
Cypher 1



7. Click on the **Create** option:



8. The next free **Manufacturer Code** will be allocated so just type in the required name:

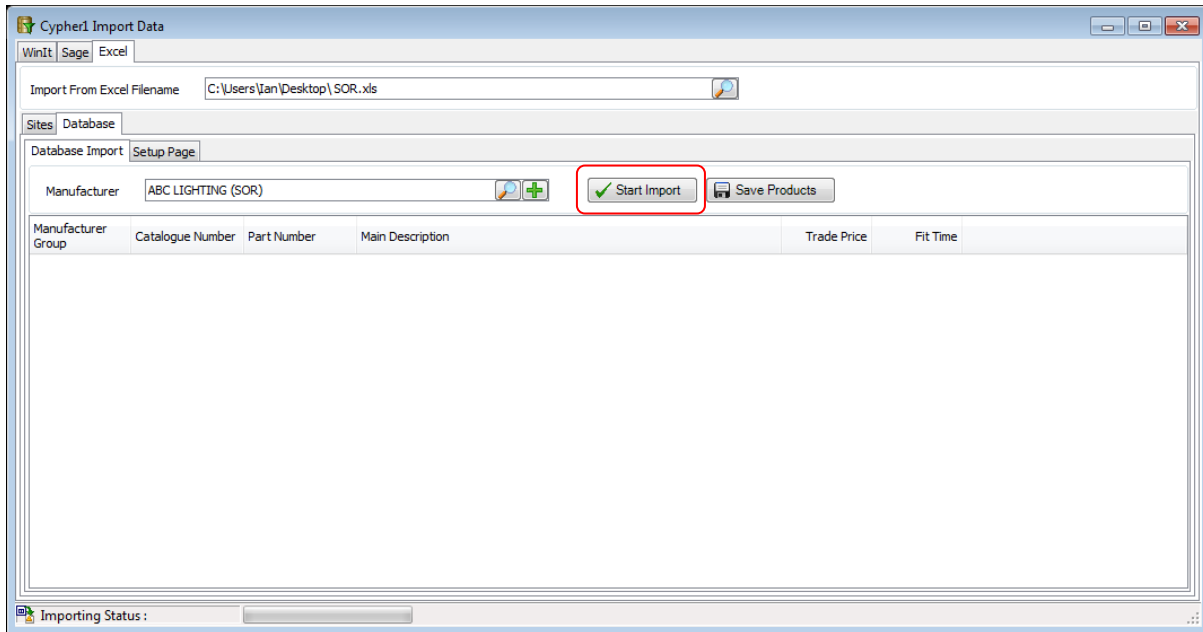


Cypher 1

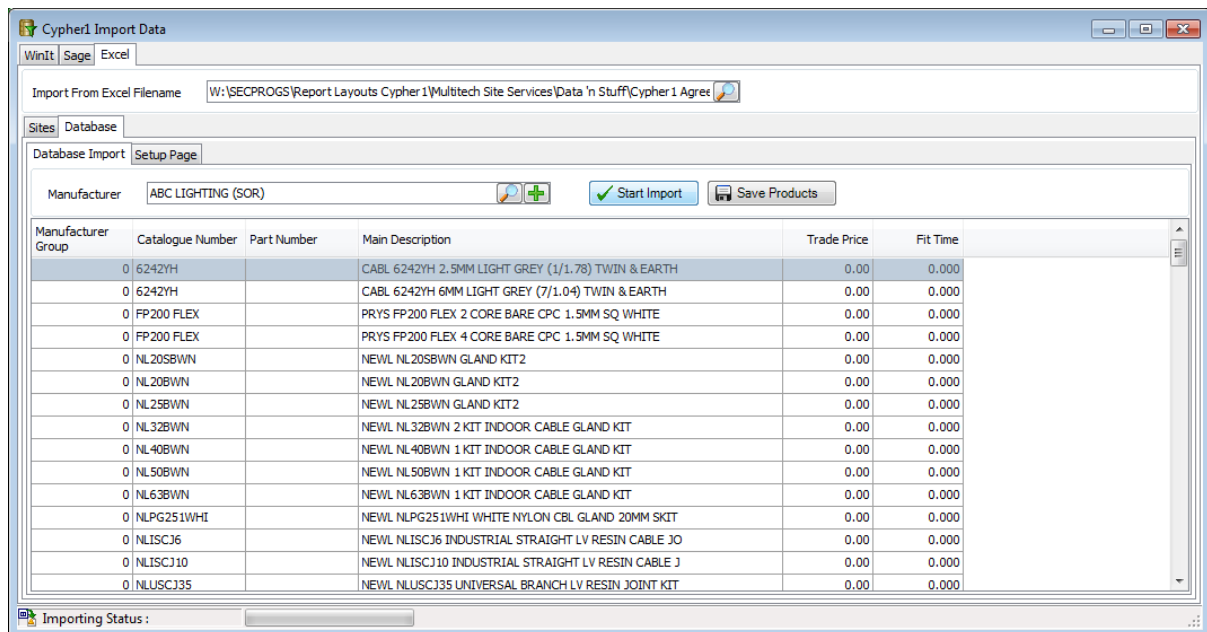
9. Click **Save**

10. Close the Manufacturer window and you will be returned to **the Import Screen**:

11. Click on **Start Import**



12. Once the data has been imported to your satisfaction click on **Save Products**;



NB.. No Data has been written to the Hard Drive until Save Products is clicked