

Import / Export

Addendum to halFILE for Windows™ Document Storage & Retrieval

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Overview



In the Windows Program Manager, the halFILE Group includes an 'Import/Export Database' icon. Clicking this icon loads the system which can export halFILE Image Database information to a comma-delimited file or to a Microsoft Access database. It also includes a selection to import information from an exported, comma-delimited file into an existing or new halFILE Image Database.

With this utility, you can:

1. Export halFILE image database information to other programs or applications. A comma-delimited file is a common format for the transfer of data and is used by most database or file-oriented applications.
2. Export halFILE image database information as a back up to prevent loss of data. With this utility, once you have nearly filled an optical disk cartridge containing halFILE images or the staging area for images to be transferred to CD-ROM is nearly filled, you can export the database information for images on the cartridge. By placing the comma-delimited files on the cartridge with the images, the cartridge contains images and the data that points to the images all together. If a catastrophe struck your computer system, then your database could be rebuilt by importing these comma-delimited files back into your database.

When mastering CD-ROM disks of images, we suggest that you make two copies - one for your use and a second that could be stored off-site or in a vault as a backup.

3. Export database information and images from one halFILE database and import the database information and images into another halFILE database having the same database structure.
4. Import information from an external database into a halFILE database.
5. Set up an INI file which runs a predefined Export or Import and database information and images.

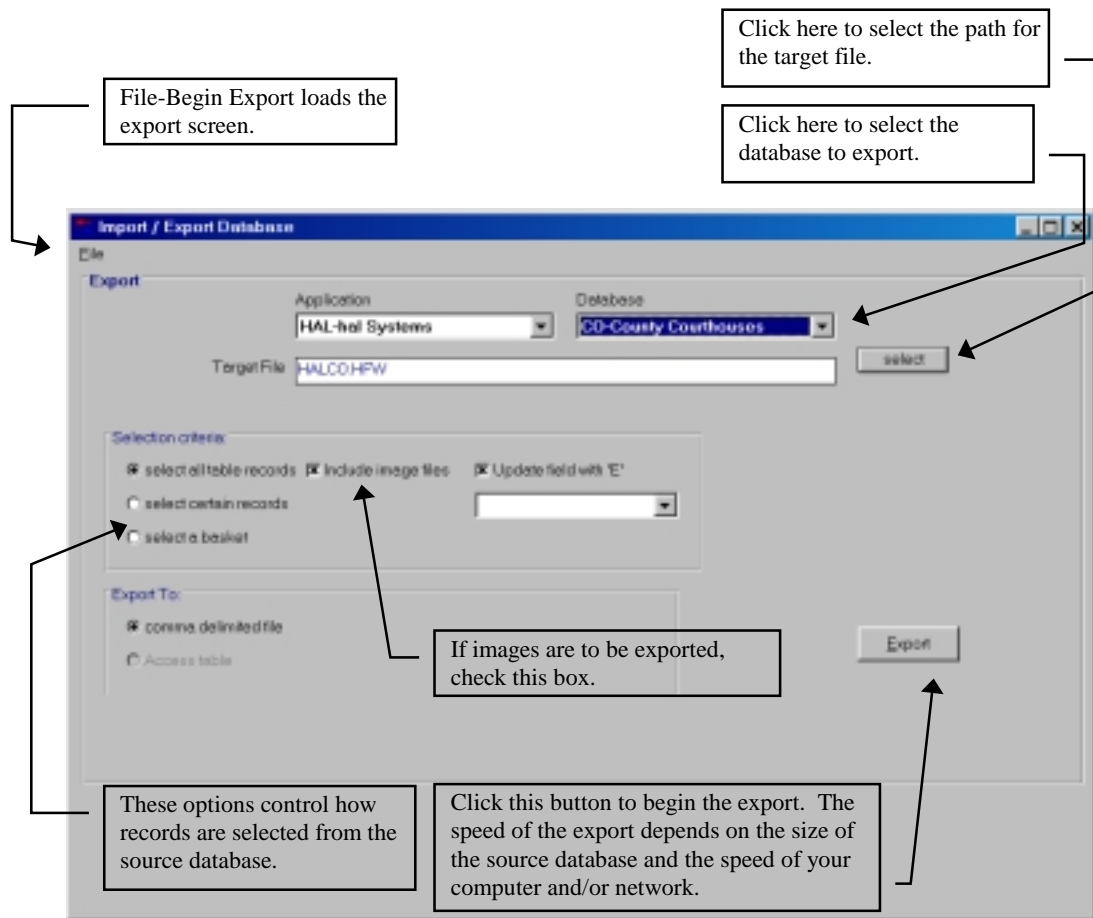
Exporting Database Information

The following screen shows a sample Database Export screen. To export database information:

1. Select the Import/Export Database icon from the halFILE group.
2. Select **File-Export Database**.
3. Press the **Select** button to the right of the Source Database box and find and select the database that you want to export.

halFILE databases are named 'aaaHFwdd.MDB' where 'aaa' is your application id and 'dd' is the document type. You can find the location of a database by selecting File-Database Location from within halFILE.

4. The Target File Name is automatically entered for you as 'aaadd.HFW' where 'aaa' is your Application Id and 'dd' is your Document Type. To specify a particular location for this target file, press the **Select** button to the right of the Target File Name and select the desired directory location.
5. If you want the entire database to be exported, click 'select all table records'.
6. If you want to select only records containing a certain value click 'select certain records'. When this button is clicked, a form is displayed where you can select the database field to match for and the selection criteria to match for.
7. If you want to export a comma delimited file, click 'comma delimited file'.
8. If you want to export to a Microsoft Access database, click 'Access table'.
9. When the export screen is completely filled in, click the **Export** button to begin the export.



Exporting data for all images on a selected cartridge

As an example of how this export feature can be used, let's say you have created a halFILE Image Database under application 'XYZ' having a document type 'LR'. The database was created in the path 'C:\halfile\data'. You have also defined a 650 MB partition on your hard disk to be used as an archive staging cartridge where, whenever the drive gets full, you copy it to tape and have hal Systems master a CD-ROM of those images. Right now that staging cartridge is named 'CD1' and is on drive D:. The CD1 staging cartridge now has only 15 MB free so you want to save the database information for the images on the cartridge. Here is the process:

1. From the Import/Export Database menu, select **File-Export Database**.
2. Click the **Select** button to the right of the Source Database box and locate 'C:\halfile\data\XYZHFWLR.MDB'. This is your source database containing information which points to images in your system.
3. The Target File is automatically filled in with 'XYZLR.HFW'. Since we want to locate the target comma delimited file on the cartridge with the images, we need to set the location to the staging cartridge drive. Since the archive process always creates a directory using the Application Id, there should be a 'D:\XYZ' path. To place the target file there, click the **Select** button to the right of the Target File name and select D:\XYZ. This will change the Target File to 'D:\XYZ\XYZLR.HFW'.
4. We only want to export the data for images on the CD1 cartridge, so click the 'select certain records' button. This loads the criteria form. Click the arrows to the right of the Field box to select the field to match for and select PRMNAME. This is the halFILE designation for the cartridge name. In the 'Data to match for' box, enter 'CD1' (the name of your cartridge). Then click OK. This returns you to the export form and displays 'where PRMNAME = CD1' in the criteria frame.
5. Since we want a file that can easily be imported back into halFILE, select 'comma delimited file'.
6. Finally, click the **Export** button to begin the export procedure. The system reads through the source database looking for records that point to cartridge 'CD1' and exports these to the following comma delimited files:

C:\XYZ\XYZLR.HFW - database information

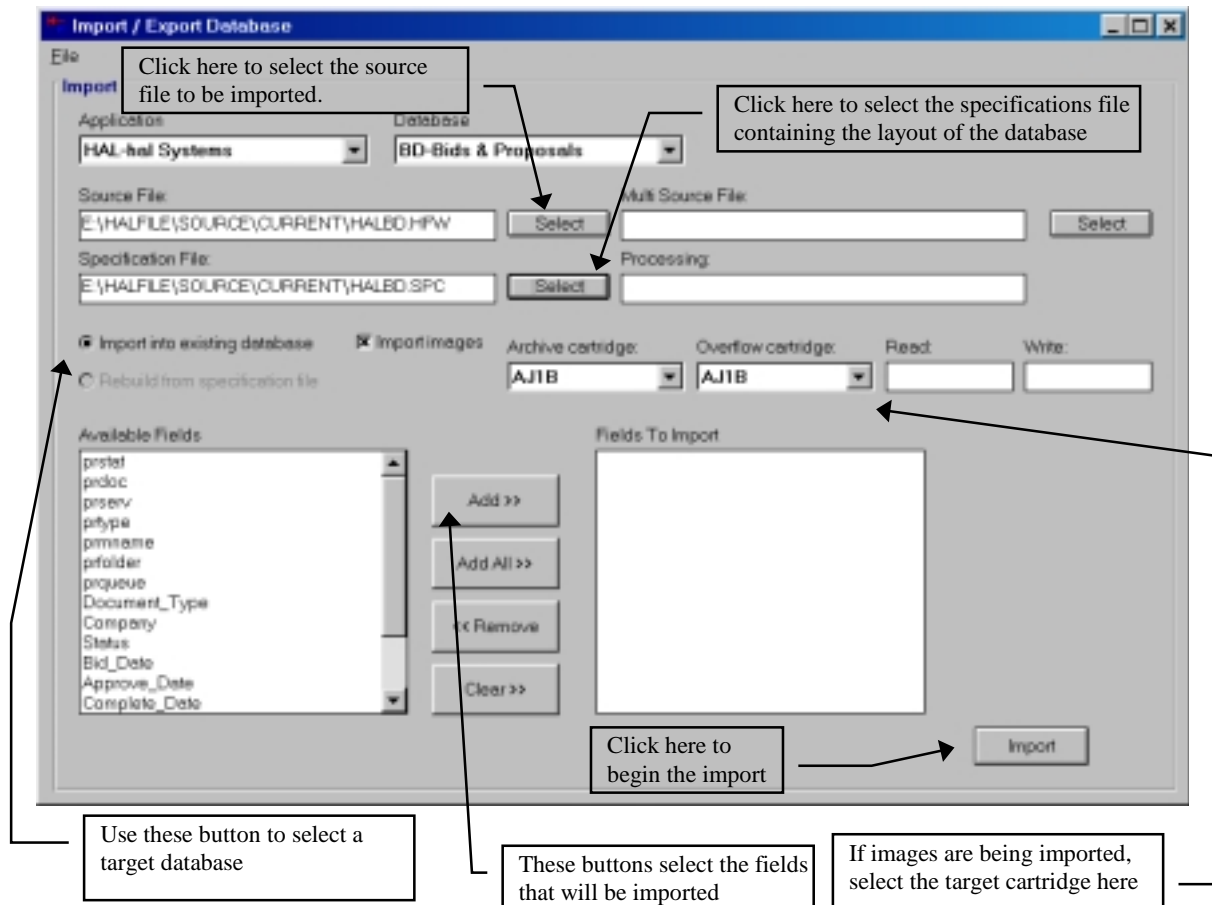
C:\XYZ\XYZLR.SPC - the database import specifications file

C:\XYZ\XYZLRnnn.HFW - database information for each multi-entry field where nnn is the field number

Importing a Database

The following screen shows a sample Database Import screen. To import database information:

1. Select the Import/Export Database icon from the halFILE group.
2. Select **File-Import Database**.
3. Press the **Select** button to the right of the Source File box and find and select the file to import.
4. Press the Select button to the right of the Specification File box to select the database specification file containing the format of the database. If the file was created by the Export Database routine, then the naming convention for the file is 'aaadd.SPC' where 'aaa' is the application id and 'dd' is the document type.
5. If you are creating a new database, click the 'Rebuild from specification file' button.
6. If you are importing into an existing database click the 'Import into existing database' button.
7. Specify the database to import into or create in the Target Database box. Use the select button to help designate the path for the database or to locate an existing database.
8. Select the fields to import by highlighting a field in the 'Available Fields' box then pressing the **Add** button to move the field name into the 'Fields to Import' box. If you wish to import all the fields, click the **Add All** button.
9. To begin the import, click the **Import** button at the lower right hand corner of the form.



Controlling Import/Export with ImpExp.ini

The Import/Export routine can be performed using pre-defined settings contained in ImpExp.ini, a control file in the program folder. With this feature, you run the program with command line switches to indicate which import or export configuration you wish to run and whether it is an Export or an Import.

Pre-defined Export

The following describes the settings in ImpExp.ini which can be used to control the Export of data and images using The Import/Export program. A sample ImpExp.ini section shown below. The information in parenthesis and italics is comments only and should not be placed in your ini file. To run this example, the command line would be:

Export.exe E;TO_ASSESSOR

[TO_ASSESSOR] *(this is the section name which is passed in on the command line)*

Appl=SCR *(the three letter application id of the database you wish to export)*

DB=OR *(the two letter database id of the database you wish to export)*

Source=i:\scror.hfw *(not used for Export)*

MultiSource=i:\export\scroorm.hfw *(not used for Export)*

SpecFile=i:\export\scror.spc *(path and filename of the data file which contains the database structure information)*

OverWrite= *(not used on Export)*

Target=i:\export\scror.hfw *(path and filename of the data file containing primary, single-entry information)*

TargetDir=i:\export\ *(target folder for files)*

Basket=Test *(the basket name if you are exporting a designated basket)*

ProcessMulti=-1 *(enter -1 to export multi-entry information, enter 0 to prevent the export of multi-entry information)*

ODBCSybaseDate=0 *(enter -1 if you wish to write dates in Sybase-compatible format, otherwise enter 0)*

ImportImages=0 *(not used for Export)*

Logfile=i:\export\export.log *(path and file name of log file where error information is written)*

sql=select * from primetable where file_date = datevalue('08/22/2000') *(the specific sql statement used to extract data from the database)*

AskPath=0 *(not used for Export)*

IncludeImageFiles=-1 *(enter -1 to export images for all the documents exported, otherwise enter 0)*

UpdateFlag=0 *(update the field designated by the UpdateField parameter in the Source Database with the letter 'E' to prevent the record from being exported at a future date)*

UpdateField= *(if UpdateFlag = -1, this is set to the data field in the Source Database to update)*

ArchiveCart= *(not used for Export)*

OverflowCart= *(not used for Export)*

Pre-defined Import

The following describes the settings in ImpExp.ini which can be used to control the Import of data and images using The Import/Export program. A sample ImpExp.ini section is shown below. The information in parenthesis and italics is comments only and should not be placed in your ini file. To run this example, the command line would be:

Export.exe I;FROM_RECORDER

[FROM_RECORDER] *(this is the section name which is passed in on the command line)*

Appl=SCA *(the three letter application id of the database you wish to import into)*

DB=AS *(the two letter database id of the database you wish to import into)*

Source=d:\scror.hfw *(path and filename of the data file containing primary, single-entry information)*

MultiSource=d:\export\scorm.hfw *(path and filename of the data file containing multi-entry information)*

SpecFile=d:\export\scror.spc *(path and filename of the data file which contains the database structure information)*

OverWrite=-1 *(enter -1 if you wish to overwrite the data files if they exist, enter 0 to prevent overwriting)*

Target= *(not used for import)*

TargetDir=d:\export\ *(not used for import)*

Basket=Import *(not used for import)*

ProcessMulti=-1 *(enter -1 to export multi-entry information, enter 0 to prevent the export of multi-entry information)*

ODBCSybaseDate=0 *(enter -1 if you wish to write dates in Sybase-compatible format, otherwise enter 0)*

ImportImages=0 *(enter -1 if you wish to import images, otherwise enter 0)*

Logfile=d:\import\import.log *(path and file name of log file where error information is written)*

sql= *(not used for Import)*

AskPath=0 *(enter -1 to make the Import ask for the path where source files exist, otherwise enter 0)*

IncludeImageFiles=-1 *(enter -1 to import images for all the documents exported, otherwise enter 0)*

UpdateFlag=0 *(not used for import)*

UpdateField= *(not used for import)*

ArchiveCart=CD1 *(the Target Archive Cartridge, if images are being imported)*

OverflowCart=CD2 *(the Target Cartridge used if ArchiveCart is full)*