

Importing data into CRiMport staging database using Microsoft® SQL Server Import/Export Wizard

To use Import/Export wizard you must have SQL Tools installed. If you don't have SQL Tools on your machine you can install them from Microsoft SQL Server media.

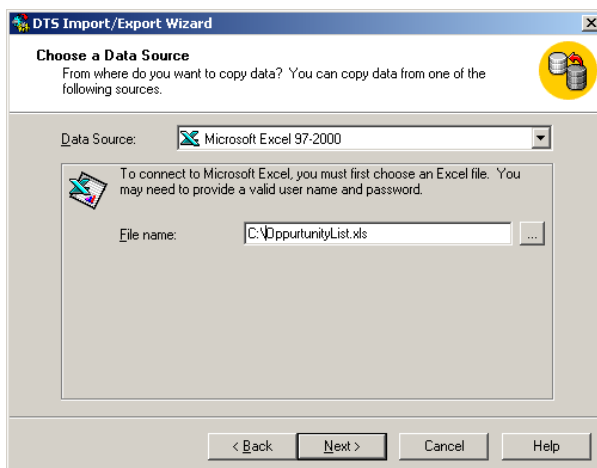
If you are using Microsoft® SQL Server 2000:

1) On your machine run **dtswiz.exe** (it is not necessary to specify full path). A new window will appear:



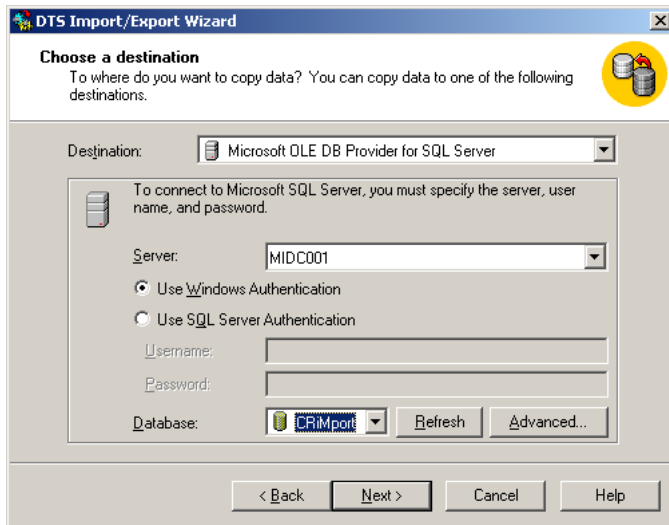
Click “**Next**”.

2) On “**Choose a Data Source**” page select the provider needed to access your data source and all the necessary information needed by that provider. In the example below we have selected *Microsoft Excel* provider and we've pointed it to an Excel file named *OpportunityList.xls*.



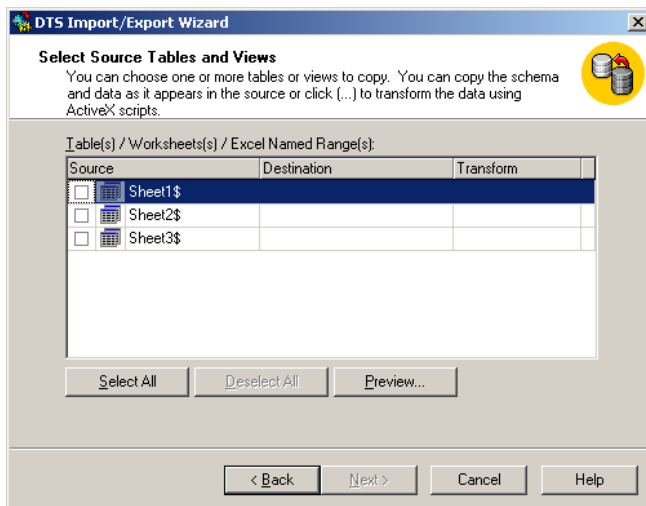
Once you fill all the information needed (some provider will ask you additional information like *user* and *password*), click “**Next**”.

3) On “**Choose a destination**” page leave the default provider (*Microsoft OLEDB Provider for SQL Server*) and fill the remaining information with the name of your SQL Server (the one containing CRiMport database) and login information. If you’re using a Domain User Account with full privileges on CRiMport database you can leave the default option *Use SQL Server Authentication*.

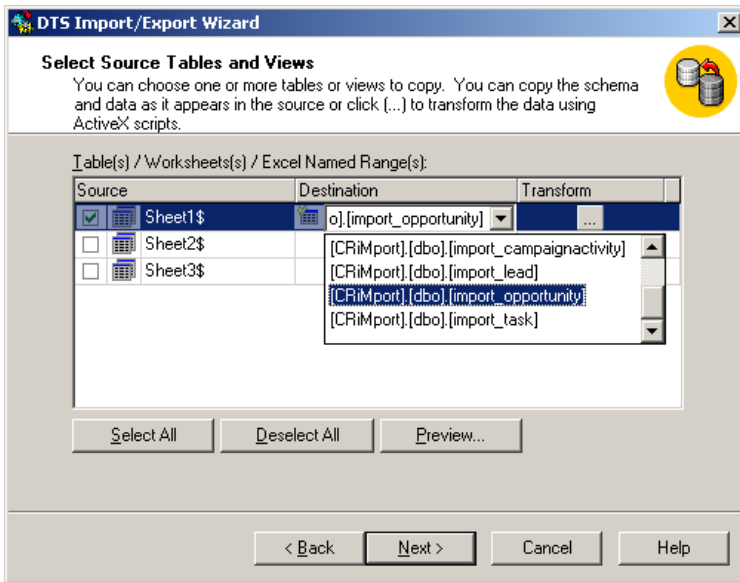


4) Now you can choose to *Copy table(s) and view(s) from the source database* or to *Use a query to specify the data to transfer* (for more information about queries look at Appendix 1).

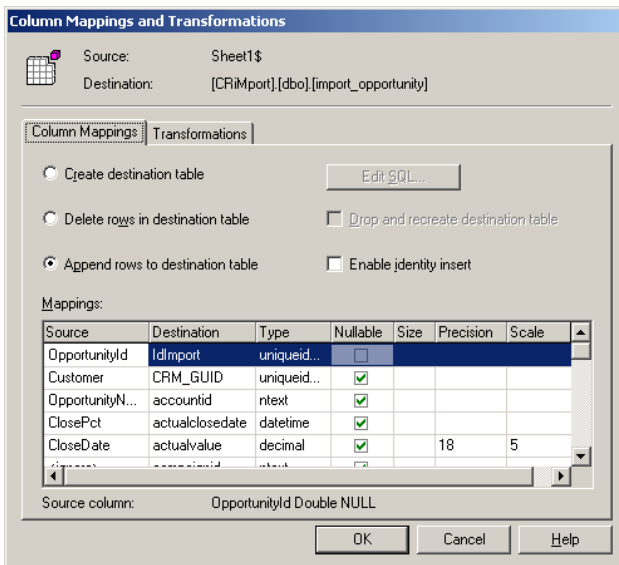
If you choose the first option the “**Select Source Tables and Views**” will appear:



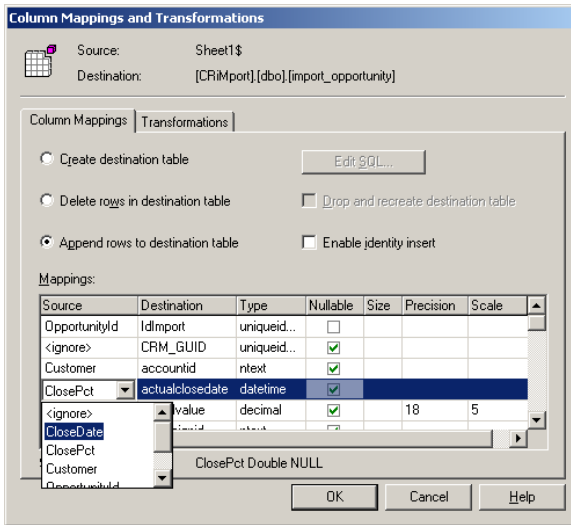
By selecting table(s) you want to import the columns Destination and Transform will become editable. In the column **Destination** choose the CRiMport database table that represent the entity you want to import.



5) Once you've selected both Source and Destination tables click on the button on **Transformation Column** (the button containing three dots). The **"Column Mappings and Transformations"** page will appear:

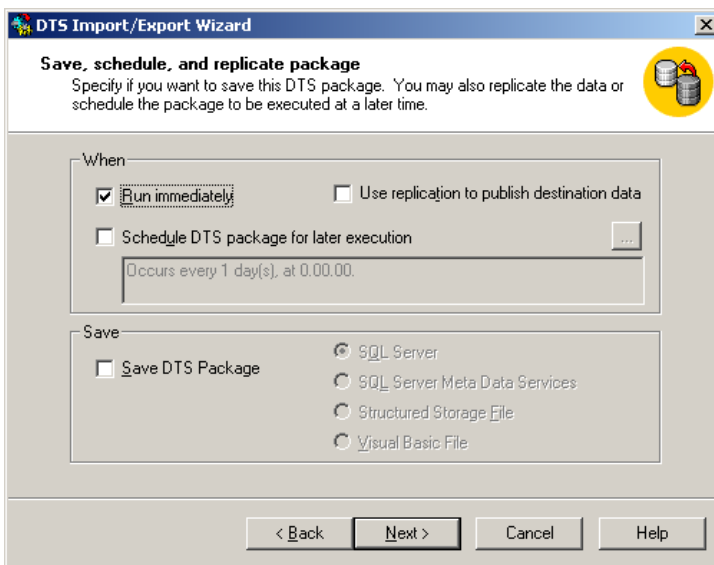


In the **Mappings** grid select the correct Source Attribute that corresponds to CRiMport staging database Destination Attribute:



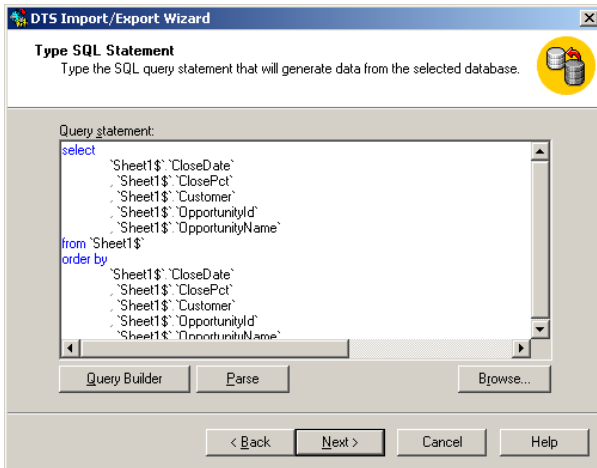
Once you've finished with Mappings click "OK" then click "Next".

6) Now you can choose to run import process immediately or to schedule it for later execution:



Appendix 1: Using query to specify the data to transfer

If you have good knowledge of source database(s) you can create your custom queries to populate CRiMport staging database. It can be done choosing *Use a query to specify the data to transfer* option when it will be requested (Par. 4):



If you want you can use Query Builder (click on the corresponding button) to simplify building your own custom query as shown in the figures below:

