LOCATIONS IMPORT MANUAL

Locations can be imported into ScheduleInterpreter using CSV file. Use Microsoft Excel or any other table editor to prepare data for import. Columns can be entered in any order.

Names of the columns must be exact.

Column	Description	Type
account name	Name of the account the location belongs to. When location is global, account name is ignored	string
global	This column defines if location is global or private. Use the word `yes` or number `1` to identify location as global. Global locations can be used for all customer account with global location option activated.	string
name	Name of the location.	string
street	Street address of the location	string
city	City of the location	string
state	State or province of the location	string
zip	Zip or postal code of the location	string
phone	Phone number associated with the location. All non numerical symbols are automatically removed.	string
notes	Notes for the location	text

Use attached `locations.xlsx` template to prepare your data for import.

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