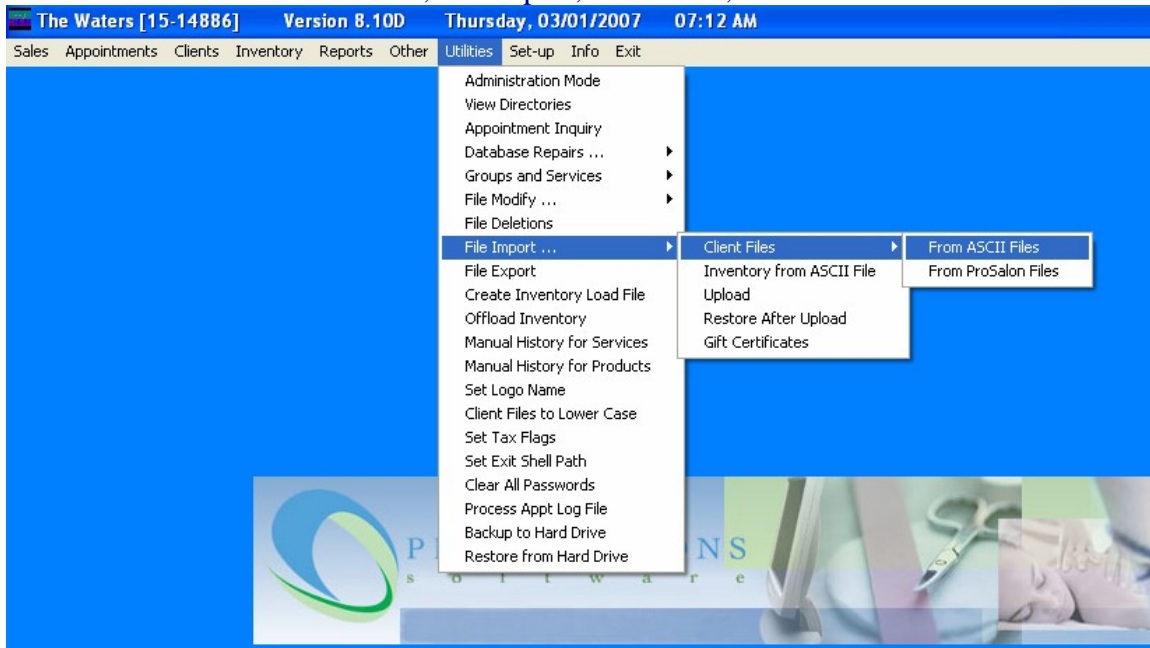
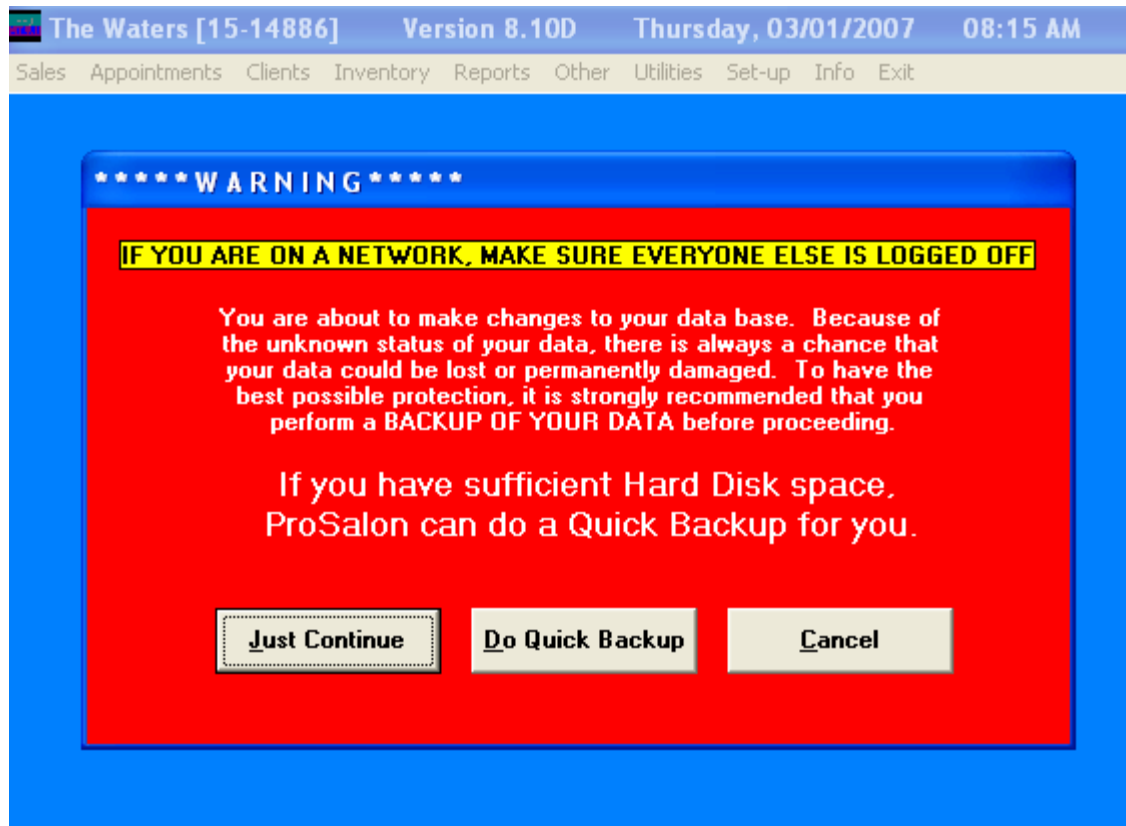


Importing Client Files

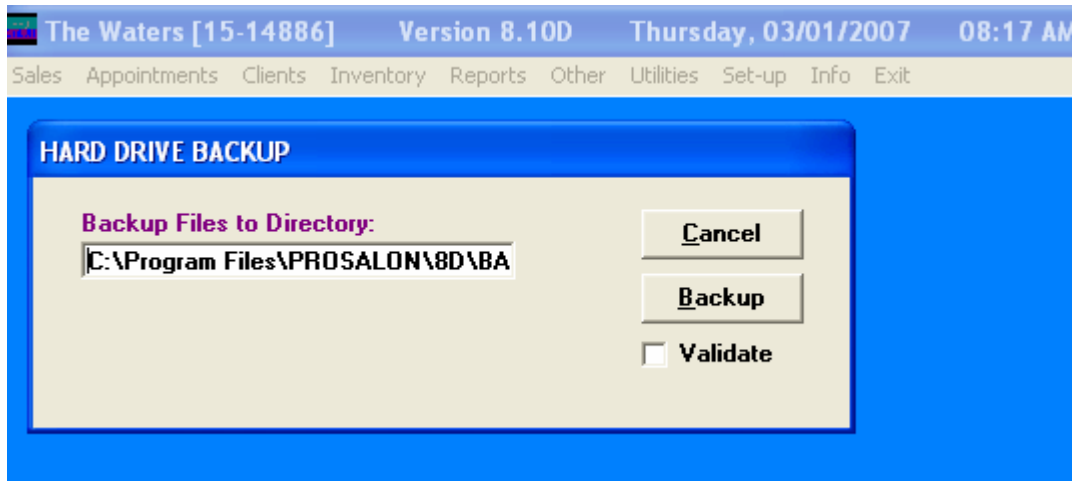
1. First click on utilities, file import, client files, From ASCII Files.



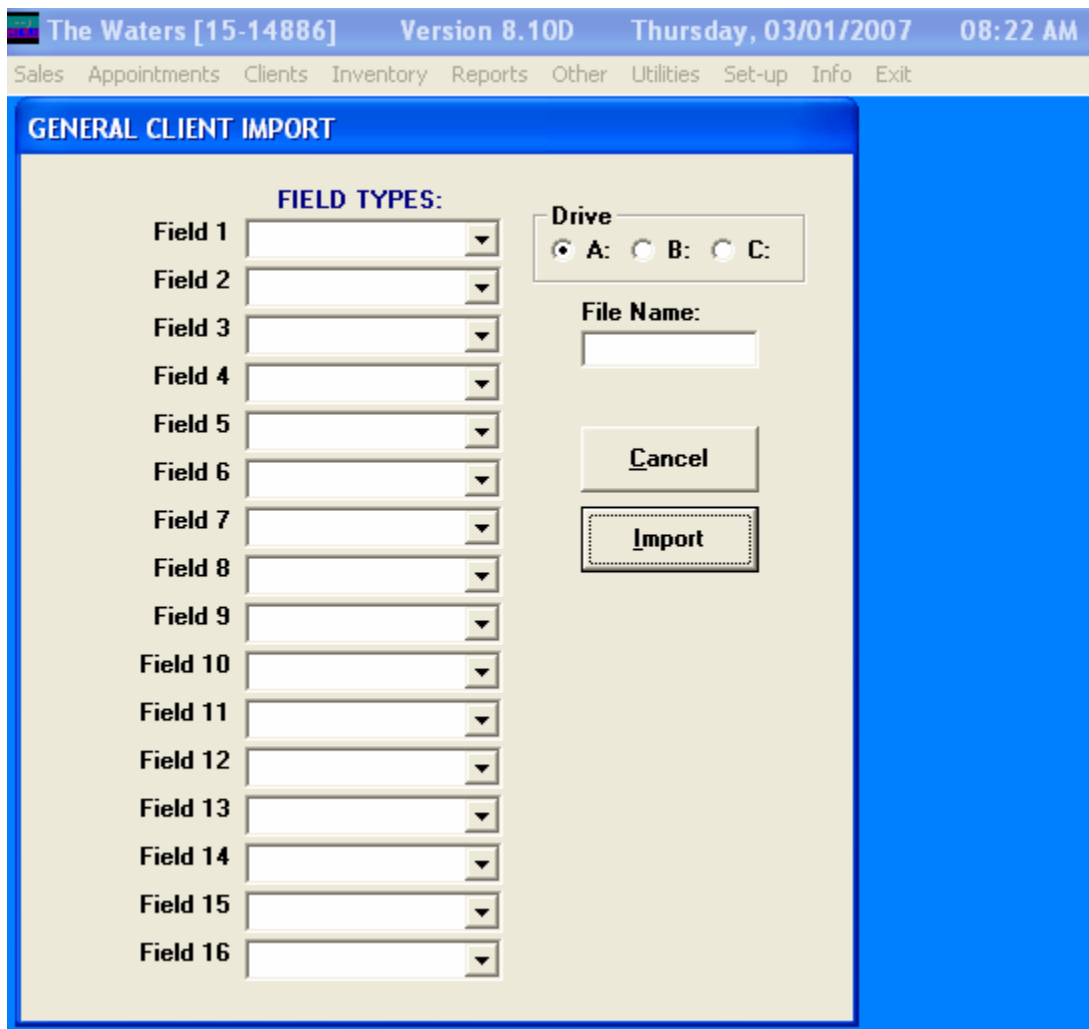
2. Next you will see a red warning screen prompting you to do a backup of your database. Click on do quick backup.



3. Next you will see the data string for your backup files. Click on Backup.



4. Once your backup is done you will see the general client import screen.



5. Choose the fields in order that they appear in your current exported client database text file. If the first column is first name then select first name for field 1. Then you need to tell Prosalon where you have these client files. If this file is located on your C: drive then click on C: and then put in the path where this file exists. Once you fields are chosen and your file name is input, then click on Import.

The Waters [15-14886] Version 8.10D Thursday, 03/01/2007 08:22 AM

Sales Appointments Clients Inventory Reports Other Utilities Set-up Info Exit

GENERAL CLIENT IMPORT

FIELD TYPES:

Field 1	<input type="text"/>
Field 2	<input type="text"/>
Field 3	<input type="text"/>
Field 4	<input type="text"/>
Field 5	<input type="text"/>
Field 6	<input type="text"/>
Field 7	<input type="text"/>
Field 8	<input type="text"/>
Field 9	<input type="text"/>
Field 10	<input type="text"/>
Field 11	<input type="text"/>
Field 12	<input type="text"/>
Field 13	<input type="text"/>
Field 14	<input type="text"/>
Field 15	<input type="text"/>
Field 16	<input type="text"/>

Drive
 A: B: C:

File Name:

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