



Import Asset Management Tables - BAM7100

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This utility is used to import asset management tables that were exported previously. The export file should contain all asset management tables for the file ID with which the user logged on. When importing asset management tables, ensure the file ID of the archived file is the same as that of the logged-on file ID.

Import asset management tables:

☐ Click **Choose File** to select a file to be imported.

Field	Description
Enter the Password used for the Archive	Type the password previously set for the file.
Execute	☐ Click Execute to execute the process. A message is displayed indicating that you are about to export asset management tables and confirming that you want to continue. - Click Yes to continue the export. - Otherwise, click No to cancel the export. - Type a password for the exported file, and then click Execute. The File Download page is displayed. - Click Save to save the file. A Save As dialog box is displayed. - In the Save in field, click to navigate to the appropriate folder. - In the File name field, the file name is set to dbccddd_mmddyyyy_bam.rsfl, where cccddd is the county-district number and mmddyyyy is the current date. You can type a different name for the file. - Click Save. Otherwise, click Cancel to close the Save As dialog box without saving the file. The tables are exported and a message is displayed indicating that the export process completed successfully. Click OK.