

Companies

Administrator

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The menu *System > Master Data Import > Companies* is for importing companies from external resources.



Table to manage company imports

With the button: *Create Company Import* – you get the following form:



Form to configurs company import

Here you can see all coloumn-titles that you need for importing.

1. A small description in the text-field companies-excel-upload for the matter of your recognition.
2. Fill in the path to the import-file.
3. If necessary take the decision if an new company from the excel-table will be created. Existing companies will be overwritten.
4. Click on save and importing can be started.

Yet you have another question leave it on this site for the metamagix-support-team.