



# App Note 118

## Import Station in Field Manager



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## XARTU APPLICATION NOTE #118

### Import Station in Field Manager

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**This document explains how to properly import a station into Field Manager.**

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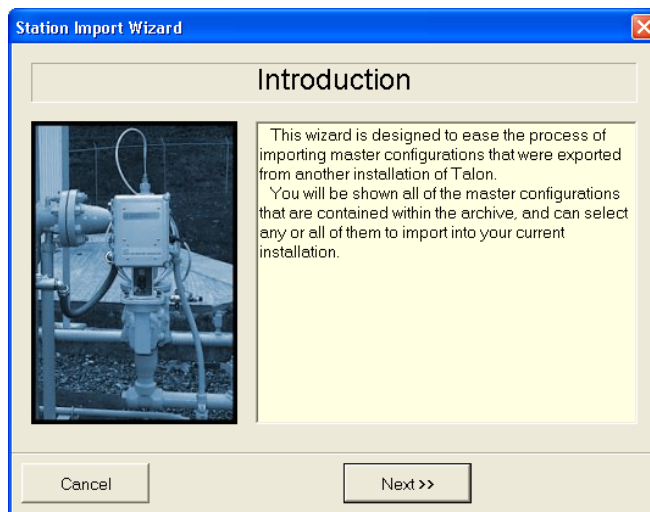
#### Import Stations

The **Import Station(s)** button can be used to add stations to Field Manager™. The zip and unzip capability is built into Field Manager™ and does not require any external zip programs such as WinZip.

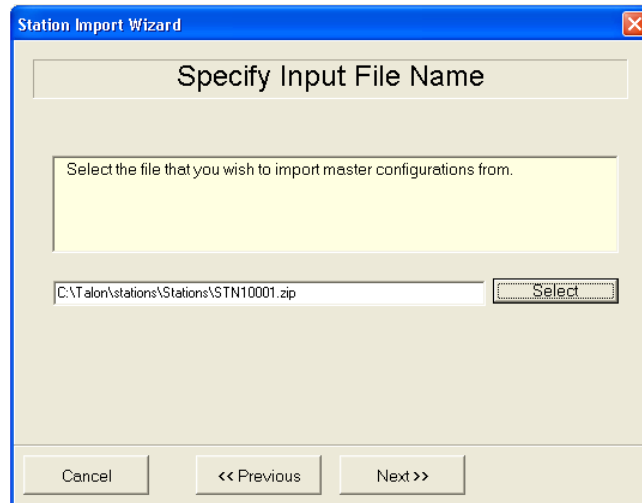
**Note:** You must be disconnected from the unit to perform this task.

To export a station or multiple stations

1. Click the **Tools** button  from the [Field Manager™ User interface](#).
2. Click the **Import Station(s)** button.
3. The **Import Station Wizard** appears. Read and follow the instructions from the wizard. Click **Next** to select the stations to import.

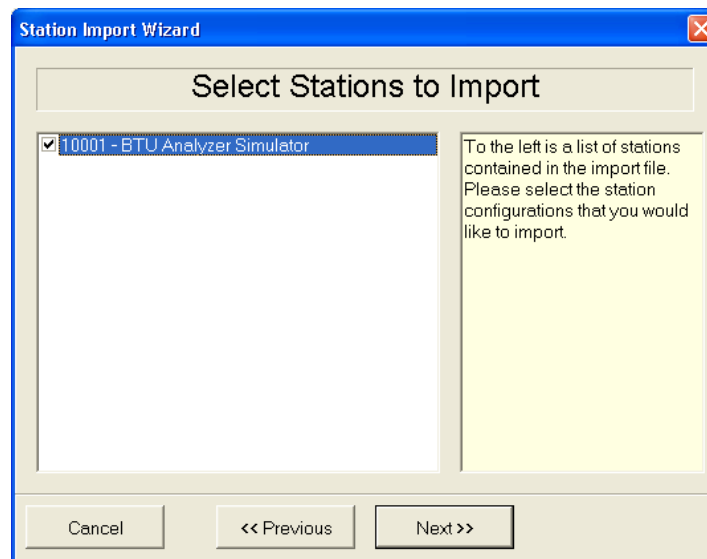


4. The **Specify Input File Name** window appears. Enter the file name in the provided field. The default filename and location is c:\Field Manager\Stations\Masters.zip. You can also click the **Select** button to set the location and/or name of the file to import.



Click **Next** to select the stations to import.

5. The **Select Stations to Import** window appears. Check the box for the stations you wish to import. Multiple stations can be selected. You can also right click in the left window and select **Select All** to import all stations or **Deselect All** to remove all selected stations. Click **Next** once you have selected the stations to start the import process.



6. The **Import Information** window appears. The window shows the stations and reports that are being imported. The process completes when the **Import Completed Ok** text is displayed in the Information window and the **Finished** button is enabled. Click the **Finished** button to close the Wizard and return to the Tools menu.

