

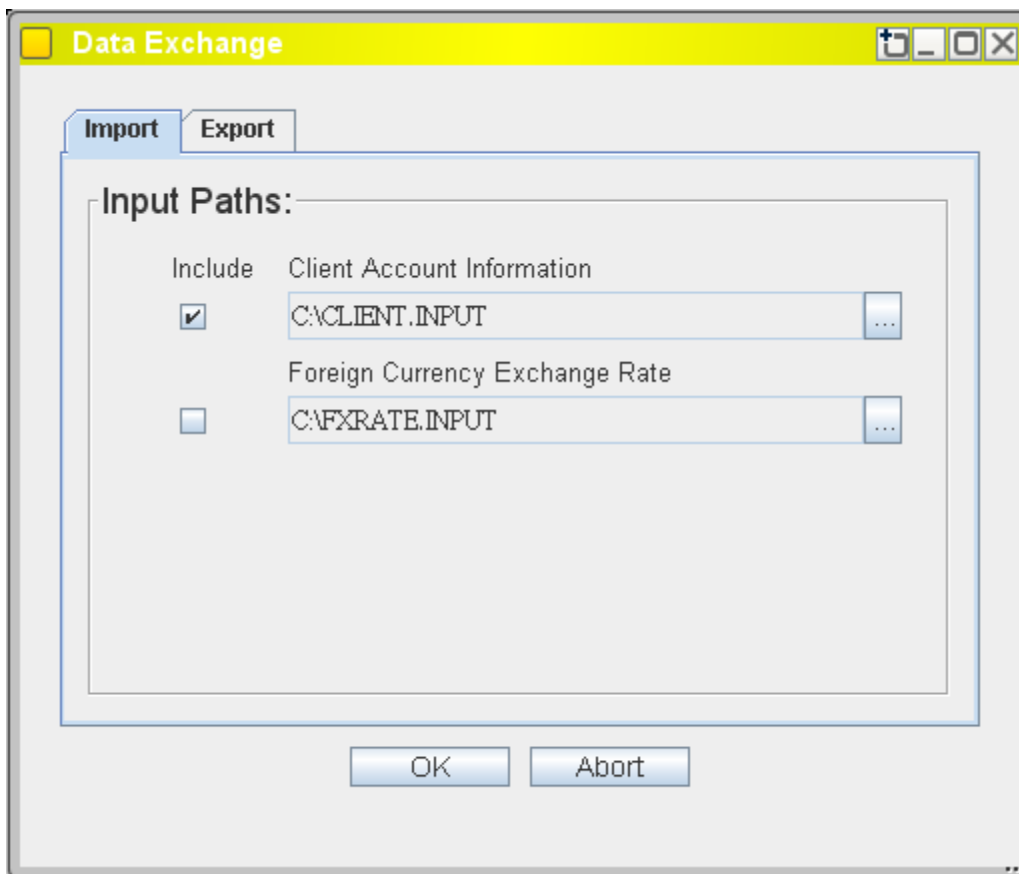
2.4.14 Data Exchange (Import Client Account)

This function allows administrators to perform client account import with external system. The administrator can select to import client account into ETTSS with formatted text file. The new imported account can be found in Client Maintenance. Client account in ETTSS will be overwritten by client accounts imported from this function.

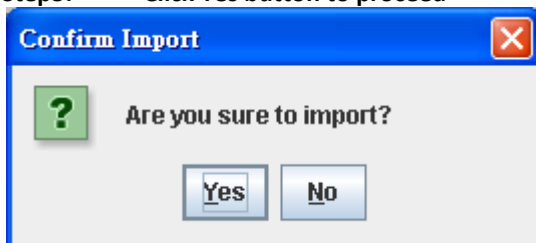
If all is correct, a successful import message with number of records is displayed. The import of client account can ONLY be done when CG is disconnected.

Step1: Check the box of file required to be imported*

Step2: Click OK button with mouse



Step3: Click Yes button to proceed



After that, the INPUT file will be imported to ETSS as reference.

